

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

BOARD OF DIRECTORS REGULAR MEETING AGENDA
JUNE 13, 2008 (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 TO THE BOARD OF DIRECTORS
 - a. Robert R. Smith Re: ParaCruz Service
 - b. E/D TAC Re: METRO's Short Range Transit Plan
3. LABOR ORGANIZATION COMMUNICATIONS
4. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

CONSENT AGENDA

- 5-1. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS FOR THE MONTH OF MAY 2008
- 5-2. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR APRIL 2008
- 5-3. CONSIDERATION OF TORT CLAIMS: NONE
- 5-4. ACCEPT AND FILE THE METRO ADVISORY COMMITTEE (MAC) AGENDA FOR JUNE 18, 2008 AND MINUTES OF APRIL 16, 2008
- 5-5. ACCEPT AND FILE PARACRUZ OPERATIONS STATUS REPORT FOR THE MONTH OF MARCH 2008
- 5-6. ACCEPT AND FILE METROBASE PROJECT STATUS REPORT
- 5-7. CONSIDERATION OF ADOPTING THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT'S AMENDED RECORDS RETENTION SCHEDULE

Ciro Aguirre, Operations Manager
Angela Aitken, Finance Manager
Mary Ferrick, Base Superintendent

1. Employee Organization United Transportation Union (UTU), Local 23, Fixed Route
2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
(Pursuant to Government Code Section 54957)
 - a. Title: General Manager

SECTION III: RECONVENE TO OPEN SESSION

15. 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.

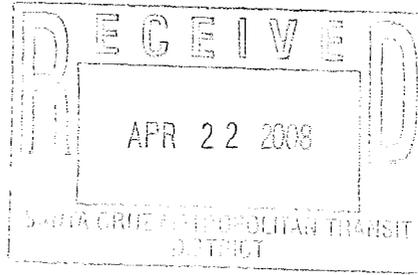
When addressing the Board, the individual may, but is not required to, provide his/her name and address in an audible tone for the record.

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 21, 2008

Board of Directors
Santa Cruz Metropolitan Transit District
370 Encinal St.
Santa Cruz CA 95060



Dear members of the Board of Directors:

I am very dissatisfied with the service I received from your ParaCruz staff while attempting to apply for service.

I became temporarily disabled after suffering a fall and breaking bones in both ankles. After surgery and a week in the hospital, I was released to my home with instructions to not walk for the next two-three months. Friends and acquaintances suggested that I contact the ParaCruz service and sign up for the service.

I first called the ParaCruz office on March 21. At that time, the receptionist promised to mail an application and information about the service. I waited several days and contacted the office again. This time, I was told that applications are never mailed out but information would be sent. I was also first told that I would have to come to your office for an evaluation to determine if I met the eligibility requirements. After pointing out that I could not drive and had no convenient way of getting to your office, I was informed that ParaCruz would pick me up and take me to an appointment. At no time was I offered an appointment for this evaluation.

A week later, I called again because I had not received the promised information. At this time, I asked to speak to the person in charge of determining eligibility. I was shunted into a voice mail system where I left my name, address and telephone number, and requested a return telephone call.

As of this date, I have not had the courtesy of a response by your staff.

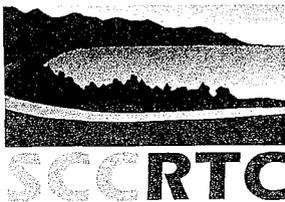
Although I have another 6-10 weeks of being non-ambulatory and facing numerous physical therapy appointments, I have given up trying to get service from ParaCruz.

I would like members of the Board of Directors to consider why the ParaCruz staff requires applicants to make the trip to your offices to be screened for eligibility for the service. Why not either accept a physician's statement (as the Department of Motor Vehicles does when issuing handicapped parking placards) or send your staff to the applicant's residence to make the assessment. I doubt that the number of applications received is so great as to make this a burden on your staff.

Sincerely,

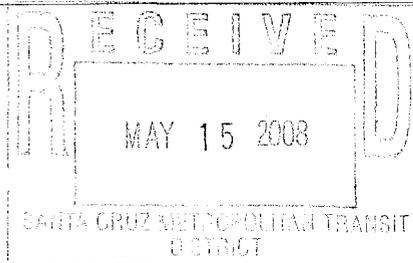
Robert R. Smith

2-a.1



SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION

1523 Pacific Ave., Santa Cruz, CA 95060-3911 • (831) 460-3200 FAX (831) 460-3215 EMAIL info@sccrtc.org



May 13, 2008

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

RE: E/D TAC Request for Input on METRO's Short Range Transit Plan

Dear Chair Beautz:

The Elderly & Disabled Transportation Advisory Committee (E/D TAC) advises the Santa Cruz County Regional Transportation Commission (SCCRTC) and the Santa Cruz Metropolitan Transit District (METRO) on transportation needs for people with disabilities, seniors and persons with limited means.

At their May 13 meeting, the E/D TAC requested that the METRO provide information to the E/D TAC about the Short Range Transit Plan including:

- Email notification when the document is released for public review and presentations are made to the METRO and/or RTC boards
- Staff or consultant presentation to E/D TAC reviewing the contents and recommendations of the document
- Adequate review time for E/D TAC input

The next E/D TAC meetings are scheduled for June 10 and August 12.

Sincerely,

A. John Daugherty, Chair
Elderly and Disabled Transportation Advisory Committee

cc: Les White, General Manager, Metro
Ciro Aquirre, Operations Manager, Metro
Naomi Gunther, Chair, MAC

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

DATE: 05/01/08 THRU 05/31/08

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
25429	05/08/08	-156.89	002069	A TOOL SHED, INC.		18376	EQUIP RENTAL	-156.89	**VOID
25703	05/02/08	17.79	932	A.L. LEASE COMPANY, INC.		18999	REPAIRS/MAINTENANCE	17.79	
25704	05/02/08	1,848.42	382	AIRTEC SERVICE		18887	OUT RPR-BLDG & IMP	1,848.42	
25705	05/02/08	2,272.00	002575	AMERICA'S FLOOD SERVICES		19216	FLOOD INS/1200 RIVER	2,272.00	
25706	05/02/08	2,269.80	002874	AMERICAN TECHNICAL FABRICATORS		18996	REV VEH PARTS	2,269.80	
25707	05/02/08	24.64	123	BAY PHOTO LAB		19177	PHOTO PROCESS/PT	12.32	
						19178	PHOTO PROCESS/PT	12.32	
25708	05/02/08	212.39	001112	BRINKS AWARDS & SIGNS	7	19238	NAME BADGE/OPS	212.39	
25709	05/02/08	132.76	002189	BUS & EQUIPMENT		19250	REV VEH PARTS	132.76	
25710	05/02/08	623.07	983	CENTRAL MAINTENANCE COMPANY		19258	APR JANITORIAL/PT	623.07	
25711	05/02/08	791.81	739	CENTURY CHEVROLET		19166	REV VEH PARTS	113.49	
						19167	REV VEH PARTS	678.32	
25712	05/02/08	4,659.65	909	CLASSIC GRAPHICS		19111	OUT RPR REV VEH	4,659.65	
25713	05/02/08	53,194.63	001124	CLEAN ENERGY		19284	LNG/FLT	53,194.63	
25714	05/02/08	116.53	075	COAST PAPER & SUPPLY INC.		19231	CLEANING SUPPLIES	116.53	
25715	05/02/08	251.59	R522	CORREA, GABRIEL		19219	SETTLEMENT/RISK	251.59	
25716	05/02/08	124.41	002063	COSTCO		18928	LOCAL MEETING EXP	13.68	
						18931	OFFICE SUPPLY/OPS	93.44	
						18932	PHOTO PROCESS/OPS	6.05	
						18933	PHOTO PROCESS/OPS	6.65	
						18934	PHOTO PROCESS/OPS	4.59	
25717	05/02/08	9.14	418	COUNTY OF SANTA CRUZ		18982	CNG # 9850	9.14	
25718	05/02/08	333.70	504	CUMMINS WEST, INC.		18946	REV VEH PARTS	333.70	
25719	05/02/08	39,859.24	800	DELTA DENTAL PLAN		19217	MAY DENTAL	39,859.24	
25720	05/02/08	30,830.10	001316	DEVCO OIL		19290	FUEL/FLT	30,830.10	
25721	05/02/08	1,995.07	085	DIXON & SON TIRE, INC.		19174	TIRES & TUBES	56.78	
						19225	TIRES & TUBES	633.15	
						19226	TIRES & TUBES	1,305.14	
25722	05/02/08	45.00	002388	DOGHERRA'S	7	19186	TOW # 313	45.00	
25723	05/02/08	771.25	001492	EVERGREEN OIL INC.		18952	HAZ WASTE DISP	535.00	
						19088	HAZ WASTE DISP	156.25	
						19162	HAZ WASTE DISP	80.00	
25724	05/02/08	38.10	372	FEDERAL EXPRESS		19286	APRIL MAIL	38.10	
25725	05/02/08	2,337.75	117	GILLIG CORPORATION		18968	REV VEH PARTS	1,968.76	
						19114	REV VEH PARTS	368.99	
25726	05/02/08	273.94	282	GRAINGER		19151	REV VEH PARTS	273.94	
25727	05/02/08	17.25	546	GRANITEROCK COMPANY		19205	REPAIRS/MAINTENANCE	10.82	
						19206	REPAIRS/MAINTENANCE	6.43	
25728	05/02/08	177.26	422	IMAGE SALES INC.		19002	PHOTO SUPPLIES/HRD	177.26	
25729	05/02/08	463.77	1117	KELLEY'S SERVICE INC.		18942	REV VEH PARTS	325.50	
						18943	REV VEH PARTS	138.27	
25730	05/02/08	960.00	878	KELLY SERVICES, INC.		19288	TEMP/ADM W/E 4/20	960.00	
25731	05/02/08	244.33	036	KELLY-MOORE PAINT CO., INC.		18980	REPAIRS/MAINTENANCE	244.33	
25732	05/02/08	47.55	107A	LUMBERMENS		18871	REPAIRS/MAINTENANCE	7.20	
						18978	REPAIRS/MAINTENANCE	17.95	
						18979	REPAIRS/MAINTENANCE	9.85	
						19161	REPAIRS/MAINTENANCE	12.55	
25733	05/02/08	845.00	001145	MANAGED HEALTH NETWORK		19268	MAY EAP PREMIUM	845.00	
25734	05/02/08	51.00	T156	MARGOLIN, CYNTHIA		19221	17 UNUSED PT COUPONS	51.00	
25735	05/02/08	779.34	041	MISSION UNIFORM		18841	UNIF/LAUNDRY/FLT	330.94	

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	TRANS. TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
						18842	UNIF/LAUNDRY/FLT	58.68	
						18843	UNIF/LAUNDRY/FLT	170.03	
						18844	UNIF/LAUNDRY/FLT	54.05	
						18867	UNIF/LAUNDRY/FAC	97.14	
						18869	UNIF/LAUNDRY/FAC	8.00	
						19105	UNIF/LAUNDRY/FLT	7.50	
						19164	UNIF/LAUNDRY/PT	53.00	
25736	05/02/08	802.95	288	MUNCIE TRANSIT SUPPLY		18947	REV VEH PARTS	802.95	
25737	05/02/08	366.13	001173	MURPHCO OF FLORIDA, INC		19233	OUT RPR EQUIP	366.13	VOIDED
25737	05/08/08	-366.13	001173	MURPHCO OF FLORIDA, INC		19233	OUT RPR EQUIP	-366.13	**VOID
25738	05/02/08	3,091.42	001063	NEW FLYER INDUSTRIES LIMITED		19144	REV VEH PARTS	265.80	
						19145	REV VEH PARTS	6.44	
						19146	REV VEH PARTS	479.65	
						19147	REV VEH PARTS	80.50	
						19148	REV VEH PARTS	155.27	
						19149	REV VEH PARTS	28.85	
						19150	REV VEH PARTS	752.31	
						19260	REV VEH PARTS	1,322.60	
25739	05/02/08	8.03	043	PALACE ART & OFFICE SUPPLY		19001	OFFICE SUPPLY/HRD	8.03	
25740	05/02/08	151.81	950	PARADISE LANDSCAPE INC	0	19208	SERVICE/VERNON	55.00	
						19209	SERVICE/VERNON	96.81	
25741	05/02/08	574.00	481	PIED PIPER EXTERMINATORS, INC.		18859	APR PEST CONTROL	53.00	
						18860	APR PEST CONTROL	48.50	
						18861	APR PEST CONTROL	48.50	
						18862	APR PEST CONTROL	241.00	
						18863	APR PEST CONTROL	183.00	
25742	05/02/08	1,855.35	156	PRINT GALLERY, THE		19003	PRINTING/MTC	1,855.35	
25743	05/02/08	313.57	882	PRINT SHOP SANTA CRUZ	7	19004	PROPERTY RECIEPT/MTC	313.57	
25744	05/02/08	145.76	061	REGISTER PAJARONIAN		18930	4/10 PUB HEAR NOTICE	145.76	
25745	05/02/08	26,530.66	966	S.C. FUELS	0	18998	DIESEL/FLT	26,530.66	
25746	05/02/08	2,702.27	018	SALINAS VALLEY FORD SALES		18963	REV VEH PARTS	1,470.35	
						19118	REV VEH PARTS	1,231.92	
25747	05/02/08	3,064.95	002713	SANTA CRUZ AUTO TECH, INC.		19158	OUT RPR OTH VEH	774.57	
						19184	OUT RPR REV VEH	1,035.58	
						19185	OUT RPR REV VEH	1,254.80	
25748	05/02/08	313.99	135	SANTA CRUZ AUTO PARTS, INC.		18941	REV VEH PARTS	143.22	
						19169	REV VEH PARTS	85.42	
						19170	REV VEH PARTS	74.90	
						19172	REV VEH PARTS	10.45	
25749	05/02/08	5,076.52	079	SANTA CRUZ MUNICIPAL UTILITIES		19222	3/21-4/21 ENCINAL	150.83	
						19223	3/21-4/21 RIVER ST	2,246.66	
						19277	3/21-4/21 1217 RIVER	349.85	
						19278	3/21-4/21 VERNON	392.37	
						19279	3/21-4/21 VERNON	133.60	
						19280	3/21-4/21 GOLF CLB	953.10	
						19281	3/21-4/21 DUBOIS	366.83	
						19282	3/21-4/21 DUBOIS	111.29	
						19283	3/21-4/21 1122 RIVER	371.99	
25750	05/02/08	160.00	001817	SOCIETY FOR HUMAN RESOURCE		19247	MEMBERSHIP DUES	160.00	
25751	05/02/08	525.00	001165	THANH N. VU MD	7	19239	MEDICAL EXAM	75.00	

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
						19240	MEDICAL EXAM	75.00	
						19241	MEDICAL EXAM	75.00	
						19242	MEDICAL EXAM	75.00	
						19243	MEDICAL EXAM	75.00	
						19244	MEDICAL EXAM	75.00	
						19245	MEDICAL EXAM	75.00	
25752	05/02/08	74.00	001752	THOMPSON PUBLISHING GROUP, INC.		19019	FMLA REGS	74.00	
25753	05/02/08	95.87	002504	TIFCO INDUSTRIES		19190	PARTS & SUPPLIES	95.87	
25754	05/02/08	157,277.98	002829	VALLEY POWER SYSTEMS, INC.		18949	REV VEH PARTS	191.39	
						18950	REV VEH PARTS	39.80	
						18951	REV VEH PARTS	18.85	
						19089	MANUALS	141.91	
						19090	REV VEH PARTS	518.63	
						19213	REV VEH PARTS	47.20	
						19214	FILTER CLEANING	2,654.72	
25755	05/02/08	809.58	221	VEHICLE MAINTENANCE PROGRAM		19253	ENG REPOWER # 2230	153,665.48	
						19153	REV VEH PARTS	362.64	
						19236	CREDIT MEMO	-366.92	
						19237	REV VEH PARTS	813.86	
25756	05/02/08	53.21	434B	VERIZON CALIFORNIA		19276	MT BIEWLASKI	53.21	
25757	05/02/08	11,243.34	001043	VISION SERVICE PLAN		19218	MAY VISION INS	11,243.34	
25758	05/02/08	463.29	001506	WESTERN STATES OIL CO., INC.		19120	FUEL & LUBE	463.29	
25759	05/02/08	123.69	147	ZEE MEDICAL SERVICE CO.		19207	SAFETY SUPPLIES	123.69	
25760	05/09/08	156.89	002069	A TOOL SHED, INC.		18376	EQUIP RENTAL	156.89	
25761	05/09/08	1,813.55	763	ALEXANDER ELECTRIC		19364	GENERATOR REPAIR/MTC	157.50	
						19366	GENERATOR REPAIR/MTC	792.05	
						19367	OUT RPR EQUIP	864.00	
25762	05/09/08	38.00	886	ALL PURE WATER	0	19525	OFFICE SUPPLIES	38.00	
25763	05/09/08	700.00	001016	ALLARD'S SEPTIC SERVICE	7	19474	HAZ WASTE DISP	350.00	
						19475	HAZ WASTE DISP	350.00	
25764	05/09/08	18.85	294	ANDY'S AUTO SUPPLY	0	19234	PARTS & SUPPLIES	18.85	
25765	05/09/08	17,894.50	941	ASSURANT EMPLOYEE BENEFITS		19496	MAY LTD INS	17,894.50	
25766	05/09/08	3,864.34	001A	AT&T/MCI		19425	APRIL PHONES	1,855.71	
						19452	MARCH PHONES/PT	48.05	
						19495	MAR PHONES/PT	492.99	
						19500	MARCH PHONES/IT	1,467.59	
25767	05/09/08	742.32	876	ATCHISON, BARISONE, CONDOTTI &	7	19544	LEGAL SVCS/425 FRONT	742.32	
25768	05/09/08	200.00	B003	BEAUTZ, JAN	7	19338	APR BOARD MTGS	100.00	
						19533	MARCH BOARD MTGS	100.00	
25769	05/09/08	132.63	002189	BUS & EQUIPMENT		19248	REV VEH PARTS	132.63	
25770	05/09/08	200.00	B018	BUSTICHI, DENE	7	19339	APR BOARD MTGS	100.00	
						19534	MARCH BOARD MTGS	100.00	
25771	05/09/08	80.00	E441	CASTILLO, TONY		19549	5/15-5/16 TRAVEL	80.00	
25772	05/09/08	27.39	172	CENTRAL WELDER'S SUPPLY, INC.		19511	REPAIRS/MAINTENANCE	27.39	
25773	05/09/08	398.02	739	CENTURY CHEVROLET		19165	REV VEH PARTS	398.02	
25774	05/09/08	200.00	B014	CITY OF WATSONVILLE		19347	APR BOARD MTGS	100.00	
						19542	MARCH BOARD MTGS	100.00	
25775	05/09/08	366.92	001182	CLARION HOTEL CAL EXPO		19546	5/13-5/16 S. NJAA	366.92	
25776	05/09/08	223.84	075	COAST PAPER & SUPPLY INC.		19480	PARTS & SUPPLIES	223.84	
25777	05/09/08	348.50	002870	COLE SUPPLY COMPANY, INC.		19368	CLEANING SUPPLIES	348.50	

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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25778	05/09/08	29,119.74	002569	COMERICA BANK		19399	WORK COMP FUND	29,119.74	
25779	05/09/08	79.03	002063	COSTCO		19390	PHOTO PROCESS/OPS	7.25	
						19391	PHOTO PROCESS/OPS	19.79	
						19392	PHOTO PROCESS/OPS	8.30	
						19393	PHOTO PROCESS/OPS	12.35	
						19462	PHOTO PROCESS/OPS	8.91	
						19463	PHOTO PROCESS/OPS	7.78	
						19464	PHOTO PROCESS/OPS	5.10	
						19465	PHOTO PROCESS/OPS	9.55	
25780	05/09/08	10,079.80	504	CUMMINS WEST, INC.		19152	REV VEH PARTS	1,133.36	
						19199	REV VEH PARTS	1,158.54	
						19235	REV VEH PARTS	383.59	
						19271	OUT RPR # 2205	7,404.31	
25781	05/09/08	501.06	131	CUMMINS-ALLISON CORP.		19396	MAINTENANCE CONTRACT	501.06	
25782	05/09/08	80.00	E443	CUREA, JULIO		19552	5/15-5/16 TRAVEL	80.00	
25783	05/09/08	3.04	001000	DAIMLER BUSES N. AMERICA INC.		19108	CREDIT MEMO	-6.51	
						19358	REV VEH PARTS	9.55	
25784	05/09/08	1,851.27	001316	DEVCO OIL		19476	FUEL/FLT	1,851.27	
25785	05/09/08	1,226.05	480	DIESEL MARINE ELECTRIC, INC.		19154	REV VEH PARTS	1,226.05	
25786	05/09/08	1,224.95	085	DIXON & SON TIRE, INC.		19414	TIRES & TUBES	633.15	
						19419	TIRES & TUBES	591.80	
25790	05/09/08	1,080.00	916	DOCTORS ON DUTY		19292	DRUG TEST	30.00	
						19293	DRUG TEST	5.00	
						19294	DRUG TEST	30.00	
						19295	DRUG TEST	5.00	
						19296	DRUG TEST	30.00	
						19297	DRUG TEST	5.00	
						19298	DRUG TEST	30.00	
						19299	DRUG TEST	5.00	
						19300	DRUG TEST	30.00	
						19301	DRUG TEST	5.00	
						19302	DRUG TEST	30.00	
						19303	DRUG TEST	5.00	
						19304	DRUG TEST	30.00	
						19305	DRUG TEST	5.00	
						19306	DRUG TEST	30.00	
						19307	DRUG TEST	35.00	
						19308	DRUG TEST	5.00	
						19309	DRUG TEST	30.00	
						19310	DRUG TEST	5.00	
						19311	DRUG TEST	30.00	
						19312	DRUG TEST	35.00	
						19313	DRUG TEST	5.00	
						19314	DRUG TEST	30.00	
						19315	DRUG TEST	5.00	
						19316	DRUG TEST	35.00	
						19317	DRUG TEST	30.00	
						19318	DRUG TEST	5.00	
						19319	DRUG TEST	30.00	
						19320	DRUG TEST	5.00	

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CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
						19321	DRUG TEST	30.00	
						19322	DRUG TEST	5.00	
						19323	DRUG TEST	30.00	
						19324	DRUG TEST	5.00	
						19325	DRUG TEST	30.00	
						19326	DRUG TEST	5.00	
						19327	DRUG TEST	30.00	
						19328	DRUG TEST	5.00	
						19329	DRUG TEST	30.00	
						19330	DRUG TEST	5.00	
						19331	DRUG TEST	120.00	
						19332	DRUG TEST	5.00	
						19333	DRUG TEST	120.00	
						19334	DRUG TEST	30.00	
						19335	DRUG TEST	35.00	
						19336	DRUG TEST	5.00	
						19337	DRUG TEST	30.00	
25791	05/09/08	5,053.00	001492	EVERGREEN OIL INC.		19163	HAZ WASTE DISP	93.75	
						19254	HAZ WASTE DISP	4,124.50	
						19255	HAZ WASTE DISP	834.75	
25792	05/09/08	176.92	447	FERRIS HOIST & REPAIR, INC.		19157	HOIST REPAIR	176.92	
25793	05/09/08	123.00	117	GILLIG CORPORATION		19092	REV VEH PARTS	123.00	
25794	05/09/08	18,695.00	002123	GIRO, INC.		19498	HASTUS AGREEMENT 617	18,695.00	
25795	05/09/08	426.92	711	GLASS DOCTOR	7	19252	GLASS RPR # 319	426.92	
25796	05/09/08	1,275.07	282	GRAINGER		19159	PARTS & SUPPLIES	273.94	
						19371	REPAIRS/MAINTENANCE	195.69	
						19372	REPAIRS/MAINTENANCE	49.82	
						19373	REPAIRS/MAINTENANCE	71.09	
						19374	REPAIRS/MAINTENANCE	684.53	
25797	05/09/08	96,175.80	341	GRANITE CONSTRUCTION CO.		19375	CHINA GRADE-TRNARND	96,175.80	
25798	05/09/08	200.00	B021	HAGEN, DONALD N.	7	19340	APR BOARD MTGS	100.00	
						19535	MARCH BOARD MTGS	100.00	
25799	05/09/08	63,780.25	001035	HARRIS & ASSOCIATES		19527	3/1-3/31 PROF SVCS	63,780.25	
25800	05/09/08	2,081.00	002313	HARTSELL & OLIVIERI	7	19351	TRANSCRIPTS/HRD	684.50	
						19352	TRANSCRIPTS/HRD	603.75	
						19353	TRANSCRIPTS/HRD	792.75	
25801	05/09/08	100.00	B006	HINKLE, MICHELLE	7	19341	APR BOARD MTGS	50.00	
						19536	MARCH BOARD MTGS	50.00	
25802	05/09/08	766.07	215	IKON OFFICE SOLUTIONS		19453	1/1-3/31 MAINT/PT	766.07	
25803	05/09/08	10.00	E407	JONES, CHRISTINE M.		19389	DMV FEES	10.00	
25804	05/09/08	960.00	878	KELLY SERVICES, INC.		19528	TEMP/ADM W/E 4/27	960.00	
25805	05/09/08	47.41	074	KENVILLE LOCKSMITHS	7	19160	REPAIRS/MAINTENANCE	17.47	
						19227	REV VEH PARTS	14.97	
						19228	REV VEH PARTS	14.97	
25806	05/09/08	415.43	167	KEYSTON BROTHERS		19117	OTH MOB SUPP/SM TOOL	415.43	
25807	05/09/08	91.27	107A	LUMBERMENS		19115	REPAIRS/MAINTENANCE	70.44	
						19116	REPAIRS/MAINTENANCE	24.17	
						19408	CREDIT MEMO	-3.34	
25808	05/09/08	110.00	001358	MARINA MOTOR COMPANY		19249	OUT RPR # 318	110.00	
25809	05/09/08	36.24	E429	MCINTYRE, WILLIAM		19400	08 MED DEDUCTIONS	36.24	

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25810	05/09/08	607.60	001052	MID VALLEY SUPPLY		19106	CLEANING SUPPLIES	607.60	
25811	05/09/08	717.75	041	MISSION UNIFORM		18988	UNIF/LAUNDRY/FAC	95.43	
						19101	UNIF/LAUNDRY/FLT	54.05	
						19102	UNIF/LAUNDRY/FLT	135.27	
						19103	UNIF/LAUNDRY/FLT	63.13	
						19104	UNIF/LAUNDRY/FLT	329.78	
						19526	UNIF/LAUNDRY/FLT	40.09	
25812	05/09/08	85.00	E368	MORR, BONNIE		19349	DMV MEDICAL EXAM	85.00	
25813	05/09/08	1,308.64	288	MUNCIE TRANSIT SUPPLY		19361	REV VEH PARTS	39.06	
						19362	REV VEH PARTS	211.60	
						19514	REV VEH PARTS	1,057.98	
25814	05/09/08	26,798.19	002891	NCLN20, INC.		19397	MARCH SECURITY	26,798.19	
25815	05/09/08	6,176.21	001063	NEW FLYER INDUSTRIES LIMITED		19261	REV VEH PARTS	731.30	
						19262	REV VEH PARTS	314.08	
						19263	REV VEH PARTS	11.52	
						19264	REV VEH PARTS	1,438.95	
						19265	REV VEH PARTS	1,165.56	
						19266	REV VEH PARTS	408.44	
						19267	REV VEH PARTS	157.04	
						19269	REV VEH PARTS	953.32	
						19354	REV VEH PARTS	531.00	
						19355	REV VEH PARTS	87.12	
						19356	REV VEH PARTS	377.88	
25816	05/09/08	7,837.88	001170	NEWCO PRODUCTS		19251	TRACTION SPRINGS	7,837.88	
25817	05/09/08	6,857.91	002721	NEXTEL COMMUNICATIONS		19543	1/26-4/25 PHONES/OPS	6,857.91	
25818	05/09/08	200.00	B020	NICOL, KIRBY	7	19342	APR BOARD MTGS	100.00	
						19537	MARCH BOARD MTGS	100.00	
25819	05/09/08	160.00	E629	NJAA, SHELDON		19545	5/13-5/16 TRAVEL	160.00	
25820	05/09/08	301.98	004	NORTH BAY FORD LINC-MERCURY		18997	REV VEH PARTS	104.16	
						19155	REV VEH PARTS	25.78	
						19156	REV VEH PARTS	25.78	
						19229	REV VEH PARTS	25.64	
						19359	REV VEH PARTS	32.90	
						19360	REV VEH PARTS	87.72	
25821	05/09/08	80.00	E288	OJEDA, ROBERTO		19551	5/15-5/16 TRAVEL	80.00	
25822	05/09/08	11,014.86	009	PACIFIC GAS & ELECTRIC		19398	3/28-4/26 ENCINAL	2,584.97	
						19401	3/28-4/26 111 DUBOIS	64.50	
						19402	3/28-4/28 111 DUBOIS	15.18	
						19403	3/28-4/28 111 DUBOIS	159.08	
						19404	3/27-4/28 1200 RIVER	1,783.54	
						19429	3/27-4/28 1217 RIVER	176.97	
						19477	3/27-4/28 VERNON	1,574.81	
						19478	3/27-4/28 DUBOIS	4,655.81	
25823	05/09/08	943.21	043	PALACE ART & OFFICE SUPPLY		19098	CREDIT MEMO	-25.51	
						19433	OFFICE SUPPLIES/PT	865.18	
						19434	OFFICE SUPPLIES/PT	25.51	
						19435	CREDIT MEMO	-25.51	
						19436	OFFICE SUPPLIES/PT	103.54	
25824	05/09/08	887.00	950	PARADISE LANDSCAPE INC	0	19432	MAY MAINTENANCE	887.00	
25825	05/09/08	44.00	E041	PRINCE. PETER		19458	DMV FEES	44.00	

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25826	05/09/08	672.70	882	PRINT SHOP SANTA CRUZ	7	19246	PRINTING/ADM	672.70	
25827	05/09/08	250.48	883	RCR FABRICATION AND DESIGN		19230	SMALL TOOLS	250.48	
25828	05/09/08	200.00	B011	REILLY, EMILY	7	19343	APR BOARD MTGS	100.00	
						19538	MARCH BOARD MTGS	100.00	
25829	05/09/08	200.00	B015	ROTKIN, MIKE	7	19344	APR BOARD MTGS	100.00	
						19539	MARCH BOARD MTGS	100.00	
25830	05/09/08	154.73	045	ROYAL WHOLESALE ELECTRIC		19363	REPAIRS/MAINTENANCE	154.73	
25831	05/09/08	28,714.38	966	S.C. FUELS	0	19202	DIESEL/FLT	28,714.38	
25832	05/09/08	1,279.76	018	SALINAS VALLEY FORD SALES		19107	REV VEH PARTS	1,279.76	
25833	05/09/08	564.55	002713	SANTA CRUZ AUTO TECH, INC.		19437	OUT RPR REV VEH	50.15	
						19438	OUT RPR REV VEH	56.60	
						19439	OUT RPR REV VEH	56.60	
						19442	OUT RPR REV VEH	50.15	
						19443	OUT RPR REV VEH	50.15	
						19444	OUT RPR REV VEH	50.15	
						19445	OUT RPR REV VEH	50.15	
						19446	OUT RPR REV VEH	50.15	
						19447	OUT RPR REV VEH	50.15	
						19448	OUT RPR REV VEH	50.15	
						19449	OUT RPR REV VEH	50.15	
25834	05/09/08	300.08	135	SANTA CRUZ AUTO PARTS, INC.		18995	REV VEH PARTS	35.44	
						19091	PARTS & SUPPLIES	24.74	
						19109	PARTS & SUPPLIES	31.95	
						19110	REV VEH PARTS	27.75	
						19168	REV VEH PARTS	126.63	
						19424	CREDIT MEMO	-11.38	
						19428	REV VEH PARTS	64.95	
25835	05/09/08	16.00	001523	SANTA CRUZ MEDICAL CLINIC	7	19459	MEDICAL EXAM	16.00	
25836	05/09/08	3,530.38	079	SANTA CRUZ MUNICIPAL UTILITIES		19430	3/22-4/22 PACIFIC	112.25	
						19431	3/22-4/22 PACIFIC	2,600.49	
						19497	3/21-4/21 ENCINAL	817.64	
25837	05/09/08	364.33	788	SCMTD PETTY CASH - FINANCE		19457	2/13-4/30 PETTY CASH	364.33	
25838	05/09/08	574.63	681	SCOTTS BODY SHOP	7	19203	OUT RPR OTH VEH	574.63	
25839	05/09/08	152.77	002459	SCOTTS VALLEY WATER DISTRICT		19426	2/7-4/8 KINGS VLG	152.77	
25840	05/09/08	200.00	B012	SPENCE, PAT	7	19345	APR BOARD MTGS	100.00	
						19540	MARCH BOARD MTGS	100.00	
25841	05/09/08	3,914.90	001036	STANDARD INSURANCE COMPANY		19348	MAY LIFE/AD&D INS.	3,914.90	
25842	05/09/08	150.00	B017	STONE, MARK	7	19346	APR BOARD MTGS	50.00	
						19541	MARCH BOARD MTGS	100.00	
25843	05/09/08	366.13	001733	STOODLEY'S SMALL ENGINE SERVIC	7	19548	OUT RPR EQUIP	366.13	
25844	05/09/08	24,849.94	002805	TELEPATH CORPORATION		19224	RADIO REPAIRS	2,252.56	
						19272	MAY MAINTENANCE	2,707.41	
						19460	2-WAY RADIO SYSTEM	19,889.97	
25845	05/09/08	76.35	002504	TIFCO INDUSTRIES		19377	PARTS & SUPPLIES	76.35	
25846	05/09/08	587.96	170	TOWNSEND'S AUTO PARTS		19381	PARTS & SUPPLIES	71.65	
						19383	REV VEH PARTS	271.47	
						19384	REV VEH PARTS	162.88	
						19385	REV VEH PARTS	81.96	
25847	05/09/08	267.33	068	UNITED LABORATORIES		19256	REPAIRS/MAINTENANCE	267.33	
25848	05/09/08	154,314.28	002829	VALLEY POWER SYSTEMS, INC.		19210	REV VEH PARTS	32.47	

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						19211	CREDIT MEMO	-38.18	
						19212	REV VEH PARTS	609.77	
						19270	REV VEH PARTS	44.74	
						19472	ENG REPOWER	153,665.48	
25849	05/09/08	80.00	E442	VASQUEZ, CATALINO		19550	5/15-5/16 TRAVEL	80.00	
25850	05/09/08	13,020.00	449	WESTERN APPLIANCE		19087	VEHICLE LIFT	13,020.00	VOIDED
25851	05/09/08	360.02	042	WFCB-OSH COMMERCIAL SERVICES		19503	REPAIRS/MAINTENANCE	76.02	
						19504	REPAIRS/MAINTENANCE	12.28	
						19505	REPAIRS/MAINTENANCE	215.89	
						19506	REPAIRS/MAINTENANCE	61.39	
						19507	CASH BACK CREDIT	-5.56	
25852	05/09/08	101.52	186	WILSON, GEORGE H., INC.		18994	REPAIRS/MAINTENANCE	101.52	
25853	05/16/08	405.00	T157	AARON MORSE, MD		19643	MEDICAL EXAM	405.00	
25854	05/16/08	444.65	001263	ABBOTT STREET RADIATOR, INC.		19200	OUT RPR # 9807	444.65	
25855	05/16/08	398.29	763	ALEXANDER ELECTRIC		19608	REPAIRS/MAINTENANCE	398.29	
25856	05/16/08	192.14	002828	ALLIED ELECTRONICS		19595	PARTS & SUPPLIES	192.14	
25857	05/16/08	225.23	002861	AMERICAN MESSAGING SVCS, LLC		19635	MAY PAGERS	225.23	
25858	05/16/08	27.13	294	ANDY'S AUTO SUPPLY	0	19142	REV VEH PARTS	27.13	
25859	05/16/08	151.25	001A	AT&T/MCI		19571	MAY PHONES/RIVER	151.25	
25860	05/16/08	267.50	247	AUTOMATIC DOOR SYSTEMS, INC.		19257	SERVICE CALL/PACIFIC	267.50	
25861	05/16/08	436.11	002189	BUS & EQUIPMENT		19427	REV VEH PARTS	436.11	
25862	05/16/08	4,870.50	909	CLASSIC GRAPHICS		19481	OUT RPR REV VEH	4,870.50	
25863	05/16/08	13,532.50	001124	CLEAN ENERGY		19285	LNG/FLT	13,532.50	
25864	05/16/08	384.25	075	COAST PAPER & SUPPLY INC.		19576	CLEANING SUPPLIES	187.49	
						19577	PARTS & SUPPLIES	196.76	
25865	05/16/08	74.87	002389	DARCO PRINTING	7	19395	OFFICE SUPPLY/OPS	74.87	
25866	05/16/08	16,622.31	001316	DEVCO OIL		19597	5/1-5/8 FUEL/FLT	16,622.31	
25867	05/16/08	4,411.63	085	DIXON & SON TIRE, INC.		19415	TIRES & TUBES	652.57	
						19416	TIRES & TUBES	1,055.25	
						19417	TIRES & TUBES	422.89	
						19418	TIRES & TUBES	232.25	
						19420	TIRES & TUBES	430.21	
						19421	TIRES & TUBES	326.29	
						19422	TIRES & TUBES	633.15	
						19423	TIRES & TUBES	659.02	
25868	05/16/08	45.00	002388	DOGHERRA'S	7	19489	TOW # 320	45.00	
25869	05/16/08	166.61	002307	EWING IRRIGATION PRODUCTS		19520	REPAIRS/MAINTENANCE	166.61	
25870	05/16/08	125.00	490	FAST RESPONSE ON-SITE		19259	RESPIRATOR TRAINING	125.00	
25871	05/16/08	38.10	372	FEDERAL EXPRESS		19668	MAY MAIL/ADM	38.10	
25872	05/16/08	11.40	001172	FERGUSON ENTERPRISES INC.		19518	REPAIRS/MAINTENANCE	11.40	
25873	05/16/08	10.00	E436	FERNANDEZ, JUAN		19663	DMV FEES	10.00	
25874	05/16/08	10.00	E634	FORTHUN, PATRICK		19662	DMV FEES	10.00	
25875	05/16/08	591.78	001029	GOLDEN GATE SYSTEMS	0	19499	LEXMARK MAINT KIT	591.78	
25876	05/16/08	592.01	282	GRAINGER		19521	REPAIRS/MAINTENANCE	592.01	
25877	05/16/08	22.79	546	GRANITEROCK COMPANY		19454	REPAIRS/MAINTENANCE	22.79	
25878	05/16/08	445.27	001097	GREENWASTE RECOVERY, INC.		19657	APRIL/246 KINGS VLG	170.71	
						19658	APRIL/MT HERMON	70.45	
						19659	APRIL/RESEARCH PARK	204.11	
25879	05/16/08	1,160.75	002313	HARTSELL & OLIVIERI	7	19666	TRANSCRIPTS/HRD	591.00	
						19667	TRANSCRIPTS/HRD	569.75	

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25880	05/16/08	10.00	E444	HERSHEY, ANDREA		19661	DMV FEES	10.00	
25881	05/16/08	311.75	166	HOSE SHOP, THE		19413	PARTS & SUPPLIES	48.14	
						19558	REPAIRS/MAINTENANCE	263.61	
25882	05/16/08	10.00	E445	ITALIA, MAURIZIO		19665	DMV FEES	10.00	
25883	05/16/08	29.12	1117	KELLEY'S SERVICE INC.		19143	REV VEH PARTS	34.55	
						19412	CREDIT MEMO	-5.43	
25884	05/16/08	936.00	878	KELLY SERVICES, INC.		19673	TEMP/ADM W/E 5/4	936.00	
25885	05/16/08	69.81	036	KELLY-MOORE PAINT CO., INC.		19204	PAINT SUPPLIES	69.81	
25886	05/16/08	19.53	074	KENVILLE LOCKSMITHS	7	19275	REPAIRS/MAINTENANCE	19.53	
25887	05/16/08	343.00	001093	KROLL LABORATORY SPECIALISTS		19554	APRIL DRUG TESTS	343.00	
25888	05/16/08	131.94	001050	LADD INDUSTRIES		19641	PARTS & SUPPLIES	131.94	
25889	05/16/08	1,180.37	196	LIFT-U-INC.		19488	REV VEH PARTS	1,180.37	
25890	05/16/08	50.71	107A	LUMBERMENS		19191	REPAIRS/MAINTENANCE	24.40	
						19192	PARTS & SUPPLIES	10.70	
						19387	REPAIRS/MAINTENANCE	15.61	
25891	05/16/08	674.28	041	MISSION UNIFORM		19195	UNIF/LAUNDRY/FLT	295.13	
						19196	UNIF/LAUNDRY/FLT	50.60	
						19197	UNIF/LAUNDRY/FLT	127.26	
						19198	UNIF/LAUNDRY/FLT	51.78	
						19232	UNIF/LAUNDRY/FAC	67.57	
						19450	UNIF/LAUNDRY/PT	4.16	
						19451	UNIF/LAUNDRY/PT	53.78	
						19568	UNIF/LAUNDRY/FAC	8.00	
						19569	UNIF/LAUNDRY/FAC	8.00	
						19570	UNIF/LAUNDRY/FAC	8.00	
25892	05/16/08	24,655.00	001757	MOUNTAIN SERVICE COMPANY	7	19656	COOLING SYSTEM/PT	24,655.00	
25893	05/16/08	10.00	E606	MULLIS, MICHAEL		19664	DMV FEES	10.00	
25894	05/16/08	1,609.03	001178	N/S CORPORATION		19274	BUS WASHER REPAIR	1,609.03	
25895	05/16/08	10.00	E631	NEVIN, JOHN		19660	DMV FEES	10.00	
25896	05/16/08	9,758.77	001063	NEW FLYER INDUSTRIES LIMITED		19482	REV VEH PARTS	216.18	
						19483	REV VEH PARTS	8,094.70	
						19484	REV VEH PARTS	233.60	
						19485	REV VEH PARTS	196.70	
						19486	REV VEH PARTS	98.90	
						19487	REV VEH PARTS	870.98	
						19516	REV VEH PARTS	13.67	
						19640	REV VEH PARTS	34.04	
25897	05/16/08	1,520.93	002721	NEXTEL COMMUNICATIONS		19669	APR PHONES/PT	1,520.93	
25898	05/16/08	268.57	004	NORTH BAY FORD LINC-MERCURY		19410	REV VEH PARTS	11.94	
						19411	REV VEH PARTS	256.63	
25899	05/16/08	1,826.51	009	PACIFIC GAS & ELECTRIC		19596	CNG/FLT	158.74	
						19637	4/1-5/1 PACIFIC	1,667.77	
25900	05/16/08	641.58	043	PALACE ART & OFFICE SUPPLY		19215	OFFICE SUPPLIES/HRD	447.20	
						19220	OFFICE SUPPLIES/FIN	59.57	
						19289	OFFICE SUPPLIES/ADM	123.98	
						19350	OFFICE SUPPLY/HRD	10.83	
25901	05/16/08	194.75	002634	PITNEY BOWES PURCHASE POWER		19007	POSTAGE METER/MTC	121.60	
						19008	POSTAGE SCALE/MTC	73.15	
25902	05/16/08	194.83	087	RECOGNITION SERVICES		19287	EMP INCENTIVE	194.83	
25903	05/16/08	28,102.55	966	S.C. FUELS	0	19273	DIESEL/FLT	28,102.55	

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25904	05/16/08	1,346.19	002713	SANTA CRUZ AUTO TECH, INC.		19440	OUT RPR REV VEH	969.55	
						19441	OUT RPR REV VEH	376.64	
25905	05/16/08	955.25	135	SANTA CRUZ AUTO PARTS, INC.		19140	REV VEH PARTS	882.76	
						19141	REV VEH PARTS	5.00	
						19193	PARTS & SUPPLIES	39.14	
						19380	REV VEH PARTS	28.35	
25906	05/16/08	50.00	960	SANTA CRUZ COUNTY EAC		19532	EMP TRAINING	50.00	
25907	05/16/08	2,500.00	002267	SHAW & YODER, INC.		19529	APR LEGISLATIVE SVCS	2,500.00	
25908	05/16/08	122.19	001976	SPORTWORKS NORTHWEST, INC.		19517	REV VEH PARTS	122.19	
25909	05/16/08	527.07	002805	TELEPATH CORPORATION		19557	REV VEH PARTS	527.07	
25910	05/16/08	353.30	002504	TIFCO INDUSTRIES		19512	PARTS & SUPPLIES	317.94	
						19591	PARTS & SUPPLIES	35.36	
25911	05/16/08	516.55	170	TOWNSEND'S AUTO PARTS		19194	PARTS & SUPPLIES	66.71	
						19201	OTH MOB SUPPLIES	251.29	
						19382	REV VEH PARTS	62.82	
						19386	REV VEH PARTS	135.73	
25912	05/16/08	188.03	582	TOYOTA OF SANTA CRUZ		19388	OUT RPR OTH VEH	188.03	
25913	05/16/08	6,266.40	057	U.S. BANK		19652	4246044555645971	1,546.98	
						19653	4246044555645971	633.61	
						19654	4246044555645971	449.00	
						19655	4246044555645971	3,636.81	
25914	05/16/08	10.83	946	UNITED SITE SERVICES		19587	FENCE RENTAL/DUBOIS	10.83	
25915	05/16/08	156,044.53	002829	VALLEY POWER SYSTEMS, INC.		19376	SMALL TOOLS	212.00	
						19490	REV VEH PARTS	9.55	
						19491	REV VEH PARTS	395.65	
						19492	REV VEH PARTS	158.33	
						19623	ENG REPOWER	153,665.48	
						19624	REV VEH PARTS	1,603.52	
25916	05/16/08	70.00	682	WEISS, AMY L.	7	19530	APRIL INTERPRETER	70.00	
25917	05/16/08	61.74	147	ZEE MEDICAL SERVICE CO.		19573	SAFETY SUPPLIES	21.81	
						19574	SAFETY SUPPLIES	39.93	
25918	05/23/08	34.62	M143	ADAMS, ELLEN		19862	MED PYMT SUPP	34.62	
25919	05/23/08	734.15	020	ADT SECURITY SERVICES INC.		19697	ANNUAL BILL/RIVER	110.59	
						19822	JUNE ALARMS	46.66	
						19823	JUNE ALARMS	285.00	
						19824	JUNE ALARMS	42.71	
						19825	JUNE ALARMS	64.46	
						19826	JUNE ALARMS	58.67	
						19827	JUNE ALARMS	79.40	
						19828	JUNE ALARMS	46.66	
25920	05/23/08	53.29	M033	BAILEY, NEIL	0	19764	MED PYMT SUPP	53.29	
25921	05/23/08	36.42	M068	BASS, BETTY	0	19786	MED PYMT SUPP	36.42	
25922	05/23/08	307.54	002412	BORDEN DECAL		19510	PARTS & SUPPLIES	307.54	
25923	05/23/08	49.88	M077	BRADFORD, THOMAS	0	19765	MED PYMT SUPP	49.88	
25924	05/23/08	60.30	M072	BRIDINGER, CHRIS	0	19795	MED PYMT SUPP	60.30	
25925	05/23/08	38.37	M078	BRIDINGER, DENISE	0	19766	MED PYMT SUPP	38.37	
25926	05/23/08	38.37	M079	BROGDON, ROY		19767	MED PYMT SUPP	38.37	
25927	05/23/08	435,957.24	502	CA PUBLIC EMPLOYEES'		19819	JUN MEDICAL INS	435,957.24	
25928	05/23/08	135.50	M022	CAPELLA, KATHLEEN	0	19787	MED PYMT SUPP	135.50	
25929	05/23/08	19.19	M080	CARR, DALE	0	19768	MED PYMT SUPP	19.19	

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25930	05/23/08	67.76	M073	CENTER, DOUG	0	19796	MED PYMT SUPP	67.76	
25931	05/23/08	10.80	172	CENTRAL WELDER'S SUPPLY, INC.		19572	REPAIRS/MAINTENANCE	10.80	
25932	05/23/08	319.88	739	CENTURY CHEVROLET		19494	REV VEH PARTS	319.88	
25933	05/23/08	26.65	M036	CERVANTES, GLORIA	0	19769	MED PYMT SUPP	26.65	
25934	05/23/08	5,000.00	002346	CHANEY, CAROLYN & ASSOC., INC.		19456	MAY LEGISLATIVE SVCS	5,000.00	
25935	05/23/08	17.31	M090	CLARKE, PATRICIA	0	19797	MED PYMT SUPP	17.31	
25936	05/23/08	1,480.00	001113	CLARKE, SUSAN	7	19748	EXT BUS ANNOUNC/AUD	1,480.00	
25937	05/23/08	979.44	909	CLASSIC GRAPHICS		19524	OUT RPR REV VEH	979.44	
25938	05/23/08	27,883.97	001124	CLEAN ENERGY		19555	LNG/FLT	13,980.71	
						19721	LNG/FLT	13,903.26	
25939	05/23/08	184.00	367	COMMUNITY TELEVISION OF		19873	TV COVERAGE 4/25	184.00	
25940	05/23/08	437.79	002063	COSTCO		19394	POSTAGE & MAILING	413.61	
						19455	OFFICE SUPPLIES/FLT	24.18	
25941	05/23/08	60.30	M116	CRAMBLETT, LAWRENCE		19798	MED PYMT SUPP	60.30	
25942	05/23/08	67.76	M092	CRAWFORD, TERRI	0	19799	MED PYMT SUPP	67.76	
25943	05/23/08	336.80	001048	CRUZ CAR WASH		19620	APRIL VEH WASH/PT	336.80	
25944	05/23/08	1,804.85	R523	CSAA-IBB		19869	SETTLEMENT/RISK	1,804.85	
25945	05/23/08	609.19	001000	DAIMLER BUSES N. AMERICA INC.		19561	REV VEH PARTS	243.26	
						19581	REV VEH PARTS	365.93	
25946	05/23/08	11.00	M128	DAVIDSON, JAMES		19800	MED PYMT SUPP	11.00	
25947	05/23/08	26.65	M039	DAVILA, ANA MARIA	0	19770	MED PYMT SUPP	26.65	
25948	05/23/08	128.00	002567	DEPARTMENT OF JUSTICE		19747	APRIL FINGERPRINTS	128.00	
25949	05/23/08	13,481.27	001316	DEVCO OIL		19821	5/9-5/15 FUEL/FLT	13,481.27	
25950	05/23/08	3,639.69	085	DIXON & SON TIRE, INC.		19601	TIRES & TUBES	422.89	
						19602	TIRES & TUBES	843.42	
						19603	TIRES & TUBES	419.67	
						19604	TIRES & TUBES	211.05	
						19605	TIRES & TUBES	1,305.14	
						19612	TIRES & TUBES	437.52	
25951	05/23/08	13.05	M095	DIXON, GEORGE	0	19801	MED PYMT SUPP	13.05	
25952	05/23/08	55.00	002388	DOGHERRA'S	7	19713	TOWING/PT	55.00	
25953	05/23/08	67.76	M096	DRAKE, JUDITH	0	19802	MED PYMT SUPP	67.76	
25954	05/23/08	500.00	002862	ECOLOGICAL CONCERNS INC.		19531	WATER DRAINAGE/MB	500.00	
25955	05/23/08	157.10	372	FEDERAL EXPRESS		19755	APRIL MAIL/ADM	32.68	
						19756	APRIL MAIL/ADM	23.16	
						19757	APRIL MAIL/FLT	20.70	
						19758	MAY MAIL/ADM	30.24	
						19759	MAY MAIL/ADM	17.88	
						19760	MAY MAIL/ADM	32.44	
25956	05/23/08	650.00	001172	FERGUSON ENTERPRISES INC.		19502	REPAIRS/MAINTENANCE	77.94	
						19519	REPAIRS/MAINTENANCE	220.38	
						19636	WATER CLOSET	351.68	
25957	05/23/08	67.76	M099	FIKE, LOUIS	0	19803	MED PYMT SUPP	67.76	
25958	05/23/08	134.83	M074	GABRIELE, BERNARD	0	19804	MED PYMT SUPP	134.83	
25959	05/23/08	26.65	M040	GARBEZ, LINDA	0	19771	MED PYMT SUPP	26.65	
25960	05/23/08	53.29	M100	GARCIA, SANTIAGO	0	19772	MED PYMT SUPP	53.29	
25961	05/23/08	110.59	647	GFI GENFARE		19378	REV VEH PARTS	38.44	
						19379	CREDIT MEMO	-181.74	
						19509	REV VEH PARTS	253.89	
25962	05/23/08	485.97	117	GILLIG CORPORATION		19560	REV VEH PARTS	485.97	

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25963	05/23/08	67.76	M101	GOES, ALAN	0	19805	MED PYMT SUPP	67.76	
25964	05/23/08	53.29	M041	GOUVEIA, ROBERT	0	19773	MED PYMT SUPP	53.29	
25965	05/23/08	184.81	282	GRAINGER		19709	SAFETY SUPPLIES	184.81	
25966	05/23/08	3.10	546	GRANITEROCK COMPANY		19609	REPAIRS/MAINTENANCE	3.10	
25967	05/23/08	53.29	M081	HALL, JAMES	0	19774	MED PYMT SUPP	53.29	
25968	05/23/08	89.87	510A	HASLER, INC.		19715	JUNE RENTAL/PT	41.04	
						19872	6/1-6/30 RENTAL/ADM	48.83	
25969	05/23/08	26.65	M082	HINDIN, LENORE	0	19775	MED PYMT SUPP	26.65	
25970	05/23/08	29,000.00	002116	HINSHAW, EDWARD & BARBARA	7	19865	RENT/370 ENCINAL	29,000.00	
25971	05/23/08	49.88	M043	HOLODNICK, JAMES	0	19776	MED PYMT SUPP	49.88	
25972	05/23/08	46.31	166	HOSE SHOP, THE		19559	PARTS & SUPPLIES	46.31	
25973	05/23/08	60.30	M075	HOWARD, CAROL	0	19806	MED PYMT SUPP	60.30	
25974	05/23/08	162.28	215	IKON OFFICE SOLUTIONS		19871	3/19-4/18 MAINT/ADM	162.28	
25975	05/23/08	15,308.20	002117	IULIANO	7	19866	RENT/111 DUBOIS	12,036.59	
						19867	RENT/115 DUBOIS	3,271.61	
25976	05/23/08	67.76	M069	JACOBS, KENNETH	0	19788	MED PYMT SUPP	67.76	
25977	05/23/08	17.31	M103	JEMISON, MAURICE	0	19807	MED PYMT SUPP	17.31	
25978	05/23/08	2,706.85	110	JESSICA GROCERY STORE, INC.		19868	CUSTODIAN SERVICES	2,706.85	
25979	05/23/08	67.76	M104	JUSSEL, PETE	0	19808	MED PYMT SUPP	67.76	
25980	05/23/08	314.36	M061	KAMEDA, TERRY	0	19789	MED PYMT SUPP	314.36	
25981	05/23/08	924.00	878	KELLY SERVICES, INC.		19874	TEMP/ADM W/E 5/11	924.00	
25982	05/23/08	1,640.11	002240	KLEEN-RITE	7	19473	REPAIRS/MAINTENANCE	1,640.11	
25983	05/23/08	17.31	M105	KOHAMA, MARY	0	19809	MED PYMT SUPP	17.31	
25984	05/23/08	30.00	880	LEXISNEXIS		19762	PROF/TECH SVC/RISK	30.00	
25985	05/23/08	988.00	107A	LUMBERMENS		19405	REPAIRS/MAINTENANCE	42.34	
						19406	REPAIRS/MAINTENANCE	10.43	
						19564	REPAIRS/MAINTENANCE	36.53	
						19565	REPAIRS/MAINTENANCE	898.70	
25986	05/23/08	17.31	M106	LYALL, JOHN DAVID	0	19810	MED PYMT SUPP	17.31	
25987	05/23/08	1,407.05	001119	MACERICH PARTNERSHIP LP	7	19864	RENT/CAPITOLA MALL	1,407.05	
25988	05/23/08	118.09	001358	MARINA MOTOR COMPANY		19616	REV VEH PARTS	118.09	
25989	05/23/08	67.76	M108	MILLER, FOREST	0	19811	MED PYMT SUPP	67.76	
25990	05/23/08	491.10	041	MISSION UNIFORM		19407	UNIF/LAUNDRY/FAC	64.97	
						19467	UNIF/LAUNDRY/FLT	41.33	
						19468	UNIF/LAUNDRY/FLT	71.64	
						19470	UNIF/LAUNDRY/FLT	49.06	
						19471	UNIF/LAUNDRY/FLT	264.10	
25991	05/23/08	211.60	288	MUNCIE TRANSIT SUPPLY		19513	REV VEH PARTS	211.60	
25992	05/23/08	27,709.94	002891	NCLN20, INC.		19754	APRIL SECURITY	27,709.94	
25993	05/23/08	9,942.66	001063	NEW FLYER INDUSTRIES LIMITED		19357	CREDIT MEMO	-483.36	
						19677	REV VEH PARTS	217.80	
						19678	REV VEH PARTS	27.81	
						19680	REV VEH PARTS	8,094.70	
						19700	REV VEH PARTS	323.97	
						19701	REV VEH PARTS	100.60	
						19702	REV VEH PARTS	1,661.14	
25994	05/23/08	73.61	004	NORTH BAY FORD LINC-MERCURY		19523	REV VEH PARTS	73.61	
25995	05/23/08	26.65	M050	O'MARA, KATHLEEN	0	19777	MED PYMT SUPP	26.65	
25996	05/23/08	484.30	161	OCEAN CHEVROLET		19501	REV VEH PARTS	484.30	
25997	05/23/08	3,012.74	009	PACIFIC GAS & ELECTRIC		19829	4/11-5/9 RESEARCH	975.11	

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25998	05/23/08	956.72	043	PALACE ART & OFFICE SUPPLY		19830	3/26-5/6 KINGS VLG	2,037.63	
						19584	OFFICE SUPPLIES/OPS	945.89	
						19585	OFFICE SUPPLY/OPS	10.83	
25999	05/23/08	125.19	950	PARADISE LANDSCAPE INC	0	19729	SERVICE/WTC	125.19	
26000	05/23/08	284.66	M057	PARHAM, WALLACE	0	19790	MED PYMT SUPP	284.66	
26001	05/23/08	38.37	M051	PENDRAGON, LINDA	0	19778	MED PYMT SUPP	38.37	
26002	05/23/08	1,557.13	001171	PENINSULA BUSINESS INTERIORS		19682	STEEL CASES/MB	1,557.13	
26003	05/23/08	53.29	M109	PEREZ, CHERYL		19779	MED PYMT SUPP	53.29	
26004	05/23/08	247.54	M064	PETERS, TERRIE	0	19791	MED PYMT SUPP	247.54	
26005	05/23/08	67.76	M070	PICARELLA, FRANCIS	0	19792	MED PYMT SUPP	67.76	
26006	05/23/08	239.74	050	PITNEY BOWES INC.		19730	OFFICE SUPPLIES/MTC	239.74	
26007	05/23/08	67.76	M117	POLANCO, ANDRES		19812	MED PYMT SUPP	67.76	
26008	05/23/08	284.66	M058	POTEETE, BEVERLY	0	19793	MED PYMT SUPP	284.66	
26009	05/23/08	526.23	882	PRINT SHOP SANTA CRUZ	7	19461	6000 TIME CARDS/OPS	526.23	
26010	05/23/08	136.65	061	REGISTER PAJARONIAN		19686	PUB NOTICE ADM 5/8	136.65	
26011	05/23/08	246.60	M005	ROSS, EMERY	0	19785	MED PYMT SUPP	246.60	
26012	05/23/08	53.29	M085	ROSSI, DENISE	0	19780	MED PYMT SUPP	53.29	
26013	05/23/08	26.65	M030	ROWE, RUBY		19781	MED PYMT SUPP	26.65	
26014	05/23/08	29,135.69	966	S.C. FUELS	0	19593	DIESEL/FLT	29,135.69	
26015	05/23/08	209.81	018	SALINAS VALLEY FORD SALES		19493	REV VEH PARTS	209.81	
26016	05/23/08	17.31	M111	SANCHEZ, FELIX	0	19813	MED PYMT SUPP	17.31	
26017	05/23/08	1,355.69	002713	SANTA CRUZ AUTO TECH, INC.		19600	OUT RPR OTH VEH	818.97	
						19618	OUT RPR REV VEH	536.72	
26018	05/23/08	114.61	135	SANTA CRUZ AUTO PARTS, INC.		19409	REV VEH PARTS	30.90	
						19469	PARTS & SUPPLIES	71.37	
						19508	PARTS & SUPPLIES	12.34	
26019	05/23/08	1,406.00	002700	SANTA CRUZ COUNTY		19820	HEALTH PERMIT/RIVER	1,406.00	
26020	05/23/08	59.24	973	SANTA CRUZ DODGE		19466	REV VEH PARTS	59.24	
26021	05/23/08	272.71	149	SANTA CRUZ SENTINEL	0	19687	PUB NOTICE ADM 4/10	272.71	
26022	05/23/08	290.89	M010	SHORT, SLOAN	0	19794	MED PYMT SUPP	290.89	
26023	05/23/08	67.76	M112	SILVA, EDUARDO	0	19814	MED PYMT SUPP	67.76	
26024	05/23/08	100.00	B016	SKILLICORN, DALE	7	19870	MAY BOARD MTGS	100.00	
26025	05/23/08	53.29	M054	SLOAN, FRANCIS	0	19782	MED PYMT SUPP	53.29	
26026	05/23/08	11,651.11	001075	SOQUEL III ASSOCIATES	7	19863	RENT/RESEARCH PARK	11,651.11	
26027	05/23/08	2,350.00	080	STATE BOARD OF EQUALIZATION		19878	APR USE TAX PREPAY	2,350.00	
26028	05/23/08	35.70	104	STATE STEEL COMPANY	0	19575	PARTS & SUPPLIES	35.70	
26029	05/23/08	15,134.46	001648	STEVE'S UNION SERVICE		19718	APR FUEL/PT	15,134.46	
26030	05/23/08	2,254.17	002805	TELEPATH CORPORATION		19479	OUT RPR EQUIP	2,254.17	
26031	05/23/08	375.00	001165	THANH N. VU MD	7	19749	MEDICAL EXAM/OPS	75.00	
						19750	MEDICAL EXAM/OPS	75.00	
						19751	MEDICAL EXAM/OPS	75.00	
						19752	MEDICAL EXAM/OPS	75.00	
						19753	MEDICAL EXAM/OPS	75.00	
26032	05/23/08	59,161.01	970	THE MECHANICS BANK		19877	APR RETAINAGE	59,161.01	
26033	05/23/08	847.00	001752	THOMPSON PUBLISHING GROUP, INC.		19817	FMLA HANDBOOK	418.50	
						19818	DISABILITY HANDBOOK	428.50	
26034	05/23/08	26.65	M086	TOLINE, DONALD	0	19783	MED PYMT SUPP	26.65	
26035	05/23/08	494.39	170	TOWNSEND'S AUTO PARTS		19650	REV VEH PARTS	231.60	
						19651	REV VEH PARTS	262.79	
26036	05/23/08	277.18	068	UNITED LABORATORIES		19522	REPAIRS/MAINTENANCE	277.18	

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26037	05/23/08	334.44	007 UNITED PARCEL SERVICE		19831	FRT OUT/FLT	40.38	
					19832	FRT OUT/FLT	76.25	
					19833	FRT OUT/FLT	86.66	
					19834	FRT OUT/FLT	44.16	
					19835	FRT OUT/FLT	38.13	
					19836	FRT OUT/FLT	48.86	
26038	05/23/08	4,000.00	002873 USPS-HASLER		19547	POSTAGE FOR METER	2,000.00	VOIDED
					19582	POSTAGE FOR METER	2,000.00	
26039	05/23/08	100.82	434 VERIZON WIRELESS	0	19875	2 WIRELESS PC CARDS	100.82	
26040	05/23/08	134.83	M076 VONWAL, YVETTE	0	19815	MED PYMT SUPP	134.83	
26041	05/23/08	11,568.12	001083 WATSONVILLE TRANSPORTATION, INC		19614	APRIL PT SERVICES	11,568.12	
26042	05/23/08	532,449.09	002887 WEST BAY BUILDERS, INC.		19876	CONST SVC MB TO 4/30	532,449.09	
26043	05/23/08	60.30	M115 WILLIAMS, CHRIS	0	19816	MED PYMT SUPP	60.30	
26044	05/23/08	777.73	186 WILSON, GEORGE H., INC.		19566	REPAIRS/MAINTENANCE	777.73	
26045	05/23/08	26.65	M088 YAGI, RANDY	0	19784	MED PYMT SUPP	26.65	
26047	05/30/08	720.19	002069 A TOOL SHED, INC.		19632	EQUIP RENTAL	46.94	
					19642	EQUIP RENTAL	673.25	
26048	05/30/08	105.00	001088 ADVANCED MECHANICAL SERVICES	7	19639	BACKFLOW TESTING	105.00	
26049	05/30/08	250.00	001062 ALLTERRA ENVIRONMENTAL INC.		19670	APR/MAY INSPECTIONS	250.00	
26050	05/30/08	1,035.00	001128 ALWAYS TOWING & RECOVERY, INC		19704	TOW # 8100	517.50	
					19705	TOW # 2307	517.50	
26051	05/30/08	9.46	294 ANDY'S AUTO SUPPLY	0	19556	PARTS & SUPPLIES	9.46	
26052	05/30/08	6,093.36	059 BATTERIES USA, INC.		19853	REV VEH PARTS	6,093.36	
26053	05/30/08	240.00	E271 BAUER, FRANK		19989	6/23-6/27 EMP TRAVEL	240.00	
26054	05/30/08	10,381.16	664 BAY COUNTIES PITCOCK PETROLEUM		19910	FUEL/FLT	10,381.16	
26055	05/30/08	100.00	B003 BEAUTZ, JAN	7	19946	MAY BOARD MTGS	100.00	
26056	05/30/08	166.01	002189 BUS & EQUIPMENT		19712	REV VEH PARTS	166.01	
26057	05/30/08	50.00	B018 BUSTICHI, DENE	7	19947	MAY BOARD MTG	50.00	
26058	05/30/08	160.99	172 CENTRAL WELDER'S SUPPLY, INC.		19671	PARTS & SUPPLIES	160.99	
26059	05/30/08	498.02	739 CENTURY CHEVROLET		19615	REV VEH PARTS	498.02	
26060	05/30/08	71.50	R524 CHARTONE, INC.		19991	PROF SVCS/RISK	71.50	
26061	05/30/08	366.75	001346 CITY OF SANTA CRUZ		19988	MAR-APR INSP SVC/MB	366.75	
26062	05/30/08	10.34	130 CITY OF WATSONVILLE UTILITIES		19928	4/1-5/1 RODRIGUEZ	10.34	
26063	05/30/08	100.00	B014 CITY OF WATSONVILLE		19955	MAY BOARD MTGS	100.00	
26064	05/30/08	1,479.50	909 CLASSIC GRAPHICS		19598	OUT RPR REV VEH	1,479.50	
26065	05/30/08	26,040.21	001124 CLEAN ENERGY		19837	LNG/FLT	12,616.38	
					19931	LNG/FLT	13,423.83	
26066	05/30/08	172.42	002063 COSTCO		19586	OFFICE SUPPLY/OPS	142.99	
					19588	PHOTO SUPPLIES/OPS	5.05	
					19589	PHOTO SUPPLIES/OPS	2.53	
					19590	PHOTO SUPPLIES/OPS	5.42	
					19672	LOCAL MTG EXP	14.19	
					19761	PHOTO PROCESS/RISK	2.24	
26067	05/30/08	333.70	504 CUMMINS WEST, INC.		19592	REV VEH PARTS	333.70	
26068	05/30/08	4,800.00	002624 DIGITAL RECORDERS		19843	REV VEH PARTS	4,800.00	
26069	05/30/08	6,491.10	085 DIXON & SON TIRE, INC.		19889	TIRES & TUBES	839.34	
					19890	TIRES & TUBES	860.41	
					19891	TIRES & TUBES	326.29	
					19892	TIRES & TUBES	211.05	
					19893	TIRES & TUBES	959.17	

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

DATE: 05/01/08 THRU 05/31/08

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
						19894	TIRES & TUBES	1,285.64	
						19895	TIRES & TUBES	696.75	
						19896	TIRES & TUBES	329.51	
						19897	TIRES & TUBES	326.29	
						19898	TIRES & TUBES	422.89	
						19899	TIRES & TUBES	233.76	
26072	05/30/08	1,020.00	916	DOCTORS ON DUTY		19957	4/22 DRUG TEST	30.00	
						19958	4/22 DRUG TEST	35.00	
						19959	4/22 DRUG TEST	5.00	
						19960	4/22 DRUG TEST	120.00	
						19961	4/22 DRUG TEST	5.00	
						19962	4/23 DRUG TEST	120.00	
						19963	4/23 DRUG TEST	5.00	
						19964	4/29 DRUG TEST	30.00	
						19965	4/29 DRUG TEST	35.00	
						19966	4/29 DRUG TEST	5.00	
						19967	4/30 DRUG TEST	30.00	
						19968	4/30 DRUG TEST	35.00	
						19969	4/30 DRUG TEST	5.00	
						19970	5/05 DRUG TEST	30.00	
						19971	5/05 DRUG TEST	5.00	
						19972	5/05 DRUG TEST	30.00	
						19973	5/05 DRUG TEST	5.00	
						19974	5/05 DRUG TEST	120.00	
						19975	5/5 DRUG TEST	5.00	
						19976	5/5 DRUG TEST	120.00	
						19977	5/6 DRUG TEST	30.00	
						19978	5/6 DRUG TEST	35.00	
						19979	5/6 DRUG TEST	5.00	
						19980	5/7 DRUG TEST	30.00	
						19981	5/7 DRUG TEST	35.00	
						19982	5/7 DRUG TEST	5.00	
						19983	5/13 DRUG TEST	30.00	
						19984	5/13 DRUG TEST	5.00	
						19985	5/15 DRUG TEST	30.00	
						19986	5/15 DRUG TEST	35.00	
						19987	5/15 DRUG TEST	5.00	
26073	05/30/08	45.00	002388	DOGHERRA'S	7	19714	TOWING # 318	45.00	
26074	05/30/08	854.24	001185	DOUBLETREE GUEST SUITES		19990	6/23-6/28/F.BAUER	854.24	
26075	05/30/08	3,070.12	001183	ECOLAB VEHICLE CARE DIVISION		19997	REPAIRS/MAINTENANCE	3,070.12	
26076	05/30/08	2,701.53	001172	FERGUSON ENTERPRISES INC.		19854	WATER CLOSETS	2,487.97	
						19857	REPAIRS/MAINTENANCE	213.56	
26077	05/30/08	3,934.14	447	FERRIS HOIST & REPAIR, INC.		19599	HOIST REPAIR	702.94	
						19720	ROLLING JACK	3,231.20	
26078	05/30/08	2,205.58	647	GPI GENFARE		19852	REV VEH PARTS	1,634.50	
						19881	REPAIRS/MAINTENANCE	581.89	
						19882	CREDIT MEMO	-10.81	
26079	05/30/08	358.57	282	GRAINGER		19999	PARTS & SUPPLIES	358.57	
26080	05/30/08	10,686.20	341	GRANITE CONSTRUCTION CO.		19996	CHINA GRADE	10,686.20	
26081	05/30/08	100.00	B021	HAGEN, DONALD N.	7	19948	MAY BOARD MTGS	100.00	

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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 ALL CHECKS FOR ACCOUNTS PAYABLE

DATE: 05/01/08 THRU 05/31/08

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
26082	05/30/08	86,407.59	001035	HARRIS & ASSOCIATES		19902	4/1-4/30 PROF SVCS	86,407.59	
26083	05/30/08	699.25	002313	HARTSELL & OLIVIERI	7	19879	TRANSCRIPTS/HRD	699.25	
26084	05/30/08	50.00	B006	HINKLE, MICHELLE	7	19949	MAY BOARD MTGS	50.00	
26085	05/30/08	71.49	166	HOSE SHOP, THE		19859	REPAIRS/MAINTENANCE	71.49	
26086	05/30/08	24.95	074	KENVILLE LOCKSMITHS	7	19633	PARTS & SUPPLIES	14.97	
						19674	REPAIRS/MAINTENANCE	9.98	
26087	05/30/08	549.41	167	KEYSTON BROTHERS		19707	OTH MOB SUPPLIES	379.49	
						19708	OTH MOB SUPPLIES	169.92	
26088	05/30/08	2,041.38	002240	KLEEN-RITE	7	19733	OUT RPR EQUIP	2,041.38	
26089	05/30/08	165.00	852	LAW OFFICES OF MARIE F. SANG	7	19732	WORKERS COMP CLAIM	165.00	
26090	05/30/08	106.51	107A	LUMBERMENS		19563	REPAIRS/MAINTENANCE	27.79	
						19621	REPAIRS/MAINTENANCE	3.11	
						19648	REPAIRS/MAINTENANCE	19.65	
						19675	REPAIRS/MAINTENANCE	55.96	
26091	05/30/08	1,548.64	001358	MARINA MOTOR COMPANY		19617	REV VEH PARTS	220.72	
						19619	OUT RPR REV VEH	1,327.92	
26092	05/30/08	478.49	001296	MATTHEW BENDER & CO., INC.		19945	CA EMP LAW # 37	478.49	
26093	05/30/08	650.00	764	MERCURY METALS		19842	RAMP REPAIR	650.00	
26094	05/30/08	552.54	041	MISSION UNIFORM		19567	UNIF/LAUNDRY/FAC	66.68	
						19644	UNIF/LAUNDRY/FLT	277.39	
						19645	UNIF/LAUNDRY/FLT	52.03	
						19646	UNIF/LAUNDRY/FLT	50.60	
						19647	UNIF/LAUNDRY/FLT	71.64	
						19710	UNIF/LAUNDRY/PT	34.20	
26095	05/30/08	390.33	288	MUNCIE TRANSIT SUPPLY		19676	REV VEH PARTS	390.33	
26096	05/30/08	2,752.39	001063	NEW FLYER INDUSTRIES LIMITED		19679	REV VEH PARTS	156.94	
						19703	REV VEH PARTS	60.30	
						19844	REV VEH PARTS	946.74	
						19845	REV VEH PARTS	51.30	
						19846	REV VEH PARTS	40.20	
						19847	REV VEH PARTS	484.58	
						19848	REV VEH PARTS	95.20	
						19849	REV VEH PARTS	453.00	
						19850	REV VEH PARTS	79.80	
						19851	REV VEH PARTS	384.33	
26097	05/30/08	100.00	B020	NICOL, KIRBY	7	19950	MAY BOARD MTGS	100.00	
26098	05/30/08	949.15	004	NORTH BAY FORD LINC-MERCURY		19578	REV VEH PARTS	23.14	
						19716	OUT RPR REV VEH	323.44	
						19717	REV VEH PARTS	602.57	
26099	05/30/08	14,842.00	001176	NORTHSTAR, INC.		19638	APR MAINT/RIVER	14,842.00	
26100	05/30/08	761.23	043	PALACE ART & OFFICE SUPPLY		19553	OFFICE SUPPLIES/HRD	92.60	
						19562	OFFICE SUPPLIES/FAC	159.71	
						19583	OFFICE SUPPLY/ADM	442.55	
						19681	OFFICE SUPPLIES/FAC	66.37	
26101	05/30/08	70.00	481	PIED PIPER EXTERMINATORS, INC.		19932	MAY PEST CONTROL	70.00	
26102	05/30/08	100.00	B011	REILLY, EMILY	7	19951	MAY BOARD MTGS	100.00	
26103	05/30/08	28,917.43	904	RNL DESIGN		19942	SVCS THRU 3/31 MB	1,338.94	
						19943	SVCS THRU 3/31 MB	27,578.49	
26104	05/30/08	100.00	B015	ROTKIN, MIKE	7	19952	MAY BOARD MTGS	100.00	
26105	05/30/08	28,009.79	966	S.C. FUELS	0	19722	DIESEL/FLT	28,009.79	

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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DATE: 05/01/08 THRU 05/31/08

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	TRANS. TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
26106	05/30/08	375.50	018	SALINAS VALLEY FORD SALES		19594	PARTS & SUPPLIES	375.50	
26107	05/30/08	982.94	002713	SANTA CRUZ AUTO TECH, INC.		19711	OUT RPR REV VEH	859.44	
						19841	OUT RPR REV VEH	123.50	
26108	05/30/08	70.79	135	SANTA CRUZ AUTO PARTS, INC.		19622	PARTS & SUPPLIES	38.63	
						19649	REV VEH PARTS	32.16	
26109	05/30/08	15.00	001944	SANTA CRUZ COUNTY LAW LIBRARY		19941	QUARTERLY MINIMUM	15.00	
26110	05/30/08	11,985.16	977	SANTA CRUZ TRANSPORTATION, LLC	7	19613	APRIL PT SVCS	11,985.16	
26111	05/30/08	500.08	001	SBC		19900	APR REPEATERS/OPS	412.07	
						19901	APR REPEATERS/OPS	88.01	
26112	05/30/08	246.00	957	SECURITY SHORING & STEEL PLT		19746	3/28-4/27 RENTAL	246.00	
26113	05/30/08	11.42	115	SNAP-ON INDUSTRIAL		19913	EMP TOOLS	11.42	
26114	05/30/08	100.00	B012	SPENCE, PAT	7	19953	MAY BOARD MTGS	100.00	
26115	05/30/08	100.00	B017	STONE, MARK	7	19954	MAY BOARD MTGS	100.00	
26116	05/30/08	593.64	001165	THANH N. VU MD	7	19683	MEDICAL EXAM/FLT	75.00	
						19684	MEDICAL EXAM/FLT	75.00	
						19685	MEDICAL EXAM/FLT	75.00	
						19691	MEDICAL EXAM	92.16	
						19692	MEDICAL EXAM	92.16	
						19693	MEDICAL EXAM	92.16	
						19694	MEDICAL EXAM	92.16	
26117	05/30/08	124.05	002504	TIFCO INDUSTRIES		19911	PARTS & SUPPLIES	38.65	
						19992	PARTS & SUPPLIES	85.40	
26118	05/30/08	383.77	582	TOYOTA OF SANTA CRUZ		19606	TIRES & TUBES	383.77	
26119	05/30/08	166.48	007	UNITED PARCEL SERVICE		19886	FRT OUT/FLT	56.00	
						19887	FRT OUT/FLT	55.57	
						19888	FRT OUT/FLT	54.91	
26121	05/30/08	458,230.91	002829	VALLEY POWER SYSTEMS, INC.		19515	REV VEH PARTS	20.52	
						19579	REV VEH PARTS	485.90	
						19580	REV VEH PARTS	20.52	
						19607	SMALL TOOLS	174.65	
						19625	REV VEH PARTS	1,366.21	
						19626	CREDIT MEMO	-1,079.58	
						19627	CREDIT MEMO	-1,079.58	
						19628	CREDIT MEMO	-1,079.58	
						19629	CREDIT MEMO	-1,079.58	
						19630	CREDIT MEMO	-1,079.58	
						19631	CREDIT MEMO	-1,079.58	
						19634	CREDIT MEMO	-1,079.58	
						19688	REV VEH PARTS	379.99	
						19689	REV VEH PARTS	888.09	
						19690	REV VEH PARTS	357.45	
						19699	REV VEH PARTS	38.15	
						19723	OUT RPR REV VEH	663.61	
						19920	ENG REPOWER	153,665.48	
						19921	ENG REPOWER	153,665.48	
						19922	ENG REPOWER	153,665.48	
						19993	REV VEH PARTS	169.50	
						19998	REV VEH PARTS	226.94	
26122	05/30/08	279.91	436	WEST PAYMENT CENTER		19944	APR ACCESS CHARGES	279.91	
26123	05/30/08	629.30	001184	WESTERN ELECTRICAL PRODUCTS	7	19858	REPAIRS/MAINTENANCE	629.30	

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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DATE: 05/01/08 THRU 05/31/08

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	TRANS. TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
26124	05/30/08	273.04	147	ZEE MEDICAL SERVICE CO.	19994		SAFETY SUPPLIES	74.65	
					19995		SAFETY SUPPLIES	198.39	
26125	05/30/08	1,636.87	148	ZEP MANUFACTURING COMPANY	19741		REV PARTS/CLEANING	1,400.87	
					19856		CLEANING SUPPLIES	236.00	
26126	05/30/08	5,200.00	141	ZULIM, DAVID B., INC.	19903		FLOOR PLAN/VERNON	4,500.00	
					19904		FLOOR PLAN/VERNON	700.00	
TOTAL		3,220,357.73		ACCOUNTS PAYABLE			TOTAL CHECKS	419	3,220,357.73

811-5

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: June 27, 2008
TO: Board of Directors
FROM: Angela Aitken, Finance Manager
SUBJECT: MONTHLY BUDGET STATUS REPORTS FOR APRIL 2008.

I. RECOMMENDED ACTION

Staff recommends that the Board of Directors accept and file the budget status reports for April 2008.

II. SUMMARY OF ISSUES

- **Operating Revenues** for the month of April 2008 were \$150K or 8% over the amount of revenues expected.
- **Consolidated Operating Expenses** for the month of April 2008 were \$322K or 10% under budget.
- **Capital Budget** spending for the month of April 2008 was \$15,323K or 43% of the Capital budget.

III. DISCUSSION

An analysis of the District's budget status is prepared monthly in order to apprise the Board of Directors of the District's actual revenues, expenses and capital in relation to the adopted operating and capital budgets for the fiscal year. The attached monthly revenue, expense and capital reports represent the status of the District's FY08 operating and capital budgets versus actual expenditures for the month.

The fiscal year has elapsed 83%.

A. Operating Revenue

For the month of April 2008 were \$150K or 8% over the amount of revenues expected. Revenue variances are explained in the notes at the end of the revenue report.

B. Operating Expense by Department

Total Operating Expenses by Department for the month of April 2008 were \$322K or 10% under budget; 6% above where we were YTD in FY07. Majority of the variance is due to lower than anticipated Personnel, Admin & Bank Fees, Prof & Tech Fees, and Settlement Costs.

C. Consolidated Operating Expenses

Consolidated Operating Expenses for the month of April 2008 were \$322K or 10% under budget. Majority of the variance is due to Personnel Expenses, Admin & Bank Fees, Prof & Tech Fees, and Settlement Costs. Further explanation of these variances is contained in the notes following the report.

D. Capital Budget

A total of \$15,323K or 43% has been expended in the Capital Budget YTD. Of this, \$4,850K or 47% has been spent of the MetroBase line item, \$3,998K or 57% has been spent on the 110 Vernon Purchase & Renovation line item, and \$3,690K or 54% has been spent on the CNG Bus Conversions.

IV. FINANCIAL CONSIDERATIONS

None

IV. ATTACHMENTS

- Attachment A:** FY08 Operating Revenue for the month ending – 04/30/08
 FY08 Operating Expenses by Department for the month ending – 04/30/08
 FY08 Consolidated Operating Expenses for the month ending – 04/30/08
 FY08 Capital Budget Reports for the month ending – 04/30/08

FY2008
Operating Revenue
For the month ending - April 30, 2008

Percent of Year Elapsed - 83%

Revenue Source	Current Period				Year to Date				YTD Year Over Year Comparison				Notes
	Actual	Budget	\$ Var	% Var	Actual	Budget	\$ Var	% Var	Actual		\$ Var	% Var	
									FY08	FY07			
Passenger Fares	\$ 326,679	\$ 287,507	\$ 39,172	14%	\$ 2,929,812	\$ 2,875,070	\$ 54,742	2%	\$ 2,929,812	\$ 2,796,566	\$ 133,246	5%	
Paratransit Fares	\$ 17,946	\$ 20,800	\$ (2,854)	-14%	\$ 186,713	\$ 208,000	\$ (21,287)	-10%	\$ 186,713	\$ 189,266	\$ (2,553)	-1%	
Special Transit Fares	\$ 351,763	\$ 235,271	\$ 116,492	50%	\$ 2,484,799	\$ 2,352,710	\$ 132,089	6%	\$ 2,484,799	\$ 2,217,289	\$ 267,510	12%	
Highway 17 Fares	\$ 85,796	\$ 70,310	\$ 15,486	22%	\$ 716,293	\$ 703,100	\$ 13,193	2%	\$ 716,293	\$ 681,246	\$ 35,047	5%	
Highway 17 Payments	\$ 39,220	\$ 38,544	\$ 676	2%	\$ 416,010	\$ 385,440	\$ 30,570	8%	\$ 416,010	\$ 366,480	\$ 49,530	14%	
Subtotal Passenger Revenue	\$ 821,404	\$ 652,432	\$ 168,972	26%	\$ 6,733,627	\$ 6,524,320	\$ 209,307	3%	\$ 6,733,627	\$ 6,250,847	\$ 482,780	8%	1
Commissions	\$ 3	\$ 500	\$ (497)	-99%	\$ 3,519	\$ 5,000	\$ (1,481)	-30%	\$ 3,519	\$ 4,881	\$ (1,362)	-28%	
Advertising Income	\$ 10,820	\$ 12,083	\$ (1,263)	-10%	\$ 208,707	\$ 120,830	\$ 87,877	73%	\$ 208,707	\$ 184,431	\$ 24,276	13%	2
Rent Income - SC Pacific Station	\$ 7,378	\$ 7,087	\$ 291	4%	\$ 67,046	\$ 70,870	\$ (3,824)	-5%	\$ 67,046	\$ 69,155	\$ (2,109)	-3%	
Rent Income - Watsonville TC	\$ 4,167	\$ 4,124	\$ 43	1%	\$ 37,426	\$ 41,240	\$ (3,814)	-9%	\$ 37,426	\$ 43,777	\$ (6,351)	-15%	
Rent Income - General	\$ 5,087	\$ -	\$ 5,087	0%	\$ 10,177	\$ -	\$ 10,177	0%	\$ 10,177	\$ 4,800	\$ 5,377	112%	
Interest Income	\$ 53,940	\$ 89,667	\$ (35,727)	-40%	\$ 843,871	\$ 896,670	\$ (52,799)	-6%	\$ 843,871	\$ 1,125,503	\$ (281,632)	-25%	3
Other Non-Transp Revenue	\$ 173	\$ 23,583	\$ (23,410)	-99%	\$ 127,974	\$ 235,830	\$ (107,856)	-46%	\$ 127,974	\$ 253,723	\$ (125,749)	-50%	4
Sales Tax Revenue	\$ 1,065,300	\$ 1,028,545	\$ 36,755	4%	\$ 14,117,933	\$ 14,511,465	\$ (393,532)	-3%	\$ 14,117,933	\$ 14,311,896	\$ (193,963)	-1%	5
Transp Dev Act (TDA) - Op Asst	\$ -	\$ -	\$ -	0%	\$ 4,771,527	\$ 4,771,527	\$ -	0%	\$ 4,771,527	\$ 4,624,376	\$ 147,151	3%	
FTA Sec 5307 - Op Asst	\$ -	\$ -	\$ -	0%	\$ 3,153,552	\$ 3,153,552	\$ -	0%	\$ 3,153,552	\$ 3,004,546	\$ 149,006	5%	
Repay FTA Advance	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	
FTA Sec 5311 - Rural Op Asst	\$ -	\$ -	\$ -	0%	\$ 149,335	\$ 149,335	\$ -	0%	\$ 149,335	\$ 168,582	\$ (19,247)	-11%	
Transfer from Capital/Proj Mgr	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	
Subtotal Revenue	\$ 1,968,272	\$ 1,818,021	\$ 150,251	8%	\$ 30,224,694	\$ 30,480,639	\$ (255,945)	-1%	\$ 30,224,694	\$ 30,046,517	\$ 178,177	1%	
One-Time Revenue													
Carryover from Previous Year	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	
Transfer from insurance Reserves	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	
FTA Sec 5317 - Op Assistance	\$ -	\$ -	\$ -	0%	\$ 17,785	\$ -	\$ 17,785	0%	\$ 17,785	\$ -	\$ 17,785	0%	
AMBAG Funding	\$ -	\$ -	\$ -	0%	\$ 40,578	\$ -	\$ 40,578	0%	\$ 40,578	\$ -	\$ 40,578	0%	
Subtotal One-Time Revenue	\$ -	\$ -	\$ -	0%	\$ 58,363	\$ -	\$ 58,363	0%	\$ 58,363	\$ -	\$ 58,363	0%	
Total Operating Revenue	\$ 1,968,272	\$ 1,818,021	\$ 150,251	8%	\$ 30,283,057	\$ 30,480,639	\$ (197,582)	-1%	\$ 30,283,057	\$ 30,046,517	\$ 236,540	1%	
Total Operating Expenses	\$ 2,910,717				\$ 28,626,568				\$ 28,626,568	\$ 26,932,721			
Variance	\$ (942,445)				\$ 1,656,489				\$ 1,656,489	\$ 3,113,796			

Current Period Notes:

- 1) **Passenger Revenue** is over budget due to straight lining of the budget, use of accrual basis, and increase in rider ship.
- 2) **Advertising Income** is under budget due to more ad revenue than budgeted in April 2008.
- 3) **Interest Income** is under budget due to Metro Base spending of district funds.
- 4) **Other Non-Transp Revenue** is behind for the month and YTD due to UTU PERS reimbursement from the County, which is collected on a quarterly basis.
- 5) **Sales Tax Revenue** is over budget for the month due to higher than anticipated receipts in April 2008. YTD we are 3% behind budget.

S-2-a1

Attachment A

FY2008
Consolidated Operating Expenses
For the month ending - April 30, 2008

	Current Period				Year to Date				YTD Year Over Year Comparison				Notes
	Actual	Budget	\$ Var	% Var	Actual	Budget	\$ Var	% Var	Actual		\$ Var	% Var	
									FY08	FY07			
LABOR													
501011 Bus Operator Pay	\$ 668,916	\$ 687,597	\$ (18,681)	-3%	\$ 6,190,152	\$ 6,875,970	\$ (685,818)	-10%	\$ 6,190,152	\$ 6,046,857	\$ 143,295	2%	
501013 Bus Operator Overtime	\$ 142,992	\$ 102,083	\$ 40,909	40%	\$ 1,174,296	\$ 1,020,830	\$ 153,466	15%	\$ 1,174,296	\$ 1,055,103	\$ 119,193	11%	
501021 Other Salaries	\$ 526,211	\$ 541,357	\$ (15,146)	-3%	\$ 4,967,672	\$ 5,413,570	\$ (445,898)	-8%	\$ 4,967,672	\$ 4,624,500	\$ 343,172	7%	
501023 Other Overtime	\$ 33,824	\$ 19,684	\$ 14,140	72%	\$ 258,208	\$ 196,840	\$ 61,368	31%	\$ 258,208	\$ 231,767	\$ 26,441	11%	
Total Labor -	\$ 1,371,943	\$ 1,350,721	\$ 21,222	2%	\$ 12,590,328	\$ 13,507,210	\$ (916,882)	-7%	\$ 12,590,328	\$ 11,958,227	\$ 632,101	5%	
FRINGE BENEFITS													
502011 Medicare/Soc. Sec.	\$ 17,992	\$ 20,139	\$ (2,147)	-11%	\$ 171,669	\$ 201,390	\$ (29,721)	-15%	\$ 171,669	\$ 158,718	\$ 12,951	8%	
502021 Retirement	\$ 172,596	\$ 185,973	\$ (13,377)	-7%	\$ 1,672,017	\$ 1,859,730	\$ (187,713)	-10%	\$ 1,672,017	\$ 1,493,753	\$ 178,264	12%	
502031 Medical Insurance	\$ 394,774	\$ 438,530	\$ (43,756)	-10%	\$ 3,878,818	\$ 4,385,300	\$ (506,482)	-12%	\$ 3,878,818	\$ 3,768,567	\$ 110,251	3%	
502041 Dental Insurance	\$ 40,177	\$ 40,928	\$ (751)	-2%	\$ 391,844	\$ 409,279	\$ (17,435)	-4%	\$ 391,844	\$ 371,851	\$ 19,993	5%	
502045 Vision Insurance	\$ 10,709	\$ 11,336	\$ (627)	-6%	\$ 108,317	\$ 113,359	\$ (5,042)	-4%	\$ 108,317	\$ 107,130	\$ 1,187	1%	
502051 Life Insurance	\$ 3,859	\$ 4,414	\$ (555)	-13%	\$ 34,557	\$ 44,140	\$ (9,583)	-22%	\$ 34,557	\$ 38,855	\$ (4,298)	-11%	
502060 State Disability	\$ 12,302	\$ 30,599	\$ (18,297)	-60%	\$ 105,035	\$ 305,990	\$ (200,955)	-66%	\$ 105,035	\$ 126,637	\$ (21,602)	-17%	
502061 Disability Insurance	\$ 17,236	\$ 15,926	\$ 1,310	8%	\$ 170,964	\$ 159,260	\$ 11,704	7%	\$ 170,964	\$ 155,703	\$ 15,261	10%	
502071 State Unemp. Ins	\$ 411	\$ 8,019	\$ (7,608)	-95%	\$ 53,638	\$ 80,190	\$ (26,552)	-33%	\$ 53,638	\$ 53,990	\$ (352)	-1%	
502081 Worker's Comp. Ins	\$ 38,166	\$ 116,390	\$ (78,224)	-67%	\$ 847,794	\$ 1,163,900	\$ (316,106)	-27%	\$ 847,794	\$ 750,554	\$ 97,240	13%	
502083 Worker's Comp IBNR	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	
502101 Holiday Pay	\$ 1,445	\$ 28,652	\$ (27,207)	-95%	\$ 255,797	\$ 286,520	\$ (30,723)	-11%	\$ 255,797	\$ 254,263	\$ 1,534	1%	
502103 Floating Holiday	\$ 1,237	\$ 5,467	\$ (4,230)	-77%	\$ 19,126	\$ 54,670	\$ (35,544)	-65%	\$ 19,126	\$ 17,329	\$ 1,797	10%	
502109 Sick Leave	\$ 45,413	\$ 63,400	\$ (17,987)	-28%	\$ 466,765	\$ 634,000	\$ (167,235)	-26%	\$ 466,765	\$ 418,014	\$ 48,751	12%	
502111 Annual Leave	\$ 98,365	\$ 125,133	\$ (26,768)	-21%	\$ 1,306,520	\$ 1,251,330	\$ 55,190	4%	\$ 1,306,520	\$ 1,370,242	\$ (63,722)	-5%	
502121 Other Paid Absence	\$ 18,369	\$ 13,692	\$ 4,677	34%	\$ 103,553	\$ 136,919	\$ (33,366)	-24%	\$ 103,553	\$ 156,640	\$ (53,087)	-34%	
502251 Physical Exams	\$ 1,125	\$ 3,019	\$ (1,894)	-63%	\$ 6,829	\$ 30,190	\$ (23,361)	-77%	\$ 6,829	\$ 5,743	\$ 1,086	19%	
502253 Driver Lic Renewal	\$ 157	\$ 433	\$ (276)	-64%	\$ 1,517	\$ 4,330	\$ (2,813)	-65%	\$ 1,517	\$ 1,637	\$ (120)	-7%	
502999 Other Fringe Benefits	\$ 8,418	\$ 8,027	\$ 391	5%	\$ 85,327	\$ 80,270	\$ 5,057	6%	\$ 85,327	\$ 94,505	\$ (9,178)	-10%	
Total Fringe Benefits -	\$ 882,751	\$ 1,120,077	\$ (237,326)	-21%	\$ 9,680,087	\$ 11,200,767	\$ (1,520,680)	-14%	\$ 9,680,087	\$ 9,344,131	\$ 335,956	4%	
Total Personnel Expenses -	\$ 2,254,694	\$ 2,470,798	\$ (216,104)	-9%	\$ 22,270,415	\$ 24,707,977	\$ (2,437,562)	-10%	\$ 22,270,415	\$ 21,302,358	\$ 968,057	5%	

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FY2008
Consolidated Operating Expenses
For the month ending - April 30, 2008

	Current Period				Year to Date				YTD Year Over Year Comparison				Notes
	Actual	Budget	\$ Var	% Var	Actual	Budget	\$ Var	% Var	Actual		\$ Var	% Var	
									FY08	FY07			
SERVICES													
503011 Acctg & Audit Fees	\$ 484	\$ 8,333	\$ (7,849)	-94%	\$ 39,149	\$ 83,582	\$ (44,433)	-53%	\$ 39,149	\$ 35,875	\$ 3,274	9%	
503012 Admin & Bank Fees	\$ 332	\$ 19,669	\$ (19,337)	-98%	\$ 131,622	\$ 196,690	\$ (65,068)	-33%	\$ 131,622	\$ 114,438	\$ 17,184	15%	2
503031 Prof & Tech Fees	\$ 6,681	\$ 32,126	\$ (25,445)	-79%	\$ 115,728	\$ 321,260	\$ (205,532)	-64%	\$ 115,728	\$ 160,869	\$ (45,141)	-28%	3
503032 Legislative Services	\$ 7,500	\$ 8,084	\$ (584)	-7%	\$ 75,470	\$ 80,840	\$ (5,370)	-7%	\$ 75,470	\$ 73,833	\$ 1,637	2%	
503033 Legal Services	\$ -	\$ 4,306	\$ (4,306)	-100%	\$ 1,259	\$ 43,060	\$ (41,801)	-97%	\$ 1,259	\$ 1,120	\$ 139	12%	
503034 Pre-Employ Exams	\$ 2,672	\$ 2,083	\$ 589	28%	\$ 10,325	\$ 20,830	\$ (10,505)	-50%	\$ 10,325	\$ 17,454	\$ (7,129)	-41%	
503041 Temp Help	\$ 4,769	\$ 1,375	\$ 3,394	247%	\$ 88,364	\$ 13,750	\$ 74,614	543%	\$ 88,364	\$ 37,935	\$ 50,429	133%	4
503161 Custodial Services	\$ 4,748	\$ 6,120	\$ (1,372)	-22%	\$ 55,862	\$ 61,200	\$ (5,338)	-9%	\$ 55,862	\$ 53,912	\$ 1,950	4%	
503162 Uniform & Laundry	\$ 3,076	\$ 3,743	\$ (667)	-18%	\$ 32,591	\$ 37,430	\$ (4,839)	-13%	\$ 32,591	\$ 32,931	\$ (340)	-1%	
503171 Security Services	\$ 28,214	\$ 36,994	\$ (8,780)	-24%	\$ 276,438	\$ 369,940	\$ (93,502)	-25%	\$ 276,438	\$ 335,739	\$ (59,301)	-18%	5
503221 Classified/Legal Ads	\$ 1,046	\$ 2,383	\$ (1,337)	-56%	\$ 11,907	\$ 23,830	\$ (11,923)	-50%	\$ 11,907	\$ 12,083	\$ (176)	-1%	
503222 Legal Advertising	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	
503225 Graphic Services	\$ -	\$ 1,717	\$ (1,717)	-100%	\$ -	\$ 17,170	\$ (17,170)	-100%	\$ -	\$ 15,810	\$ (15,810)	-100%	
503351 Repair - Bldg & Impr	\$ 4,337	\$ 3,542	\$ 795	22%	\$ 69,680	\$ 35,420	\$ 34,260	97%	\$ 69,680	\$ 46,377	\$ 23,303	50%	
503352 Repair - Equipment	\$ 18,533	\$ 26,236	\$ (7,703)	-29%	\$ 145,634	\$ 262,360	\$ (116,726)	-44%	\$ 145,634	\$ 123,794	\$ 21,840	18%	
503353 Repair - Rev Vehicle	\$ 28,350	\$ 24,255	\$ 4,095	17%	\$ 238,793	\$ 242,550	\$ (3,757)	-2%	\$ 238,793	\$ 217,491	\$ 21,302	10%	
503354 Repair - Non Rev Vehicle	\$ 2,191	\$ 4,652	\$ (2,461)	-53%	\$ 26,255	\$ 46,520	\$ (20,265)	-44%	\$ 26,255	\$ 24,280	\$ 1,975	8%	
503363 Haz Mat Disposal	\$ 6,174	\$ 2,042	\$ 4,132	202%	\$ 29,494	\$ 20,420	\$ 9,074	44%	\$ 29,494	\$ 27,401	\$ 2,093	8%	6
Total Services -	\$ 119,107	\$ 187,660	\$ (68,553)	-37%	\$ 1,348,571	\$ 1,876,852	\$ (528,281)	-28%	\$ 1,348,571	\$ 1,331,342	\$ 17,229	1%	
MOBILE MATERIALS AND SUPPLIES													
504011 Fuels & Lube Non Rev Veh	\$ 13,129	\$ 10,226	\$ 2,903	28%	\$ 123,093	\$ 102,260	\$ 20,833	20%	\$ 123,093	\$ 84,540	\$ 38,553	46%	
504012 Fuels & Lube Rev Veh	\$ 260,595	\$ 269,649	\$ (9,054)	-3%	\$ 2,002,395	\$ 2,678,490	\$ (676,095)	-25%	\$ 2,002,395	\$ 1,667,920	\$ 334,475	20%	7
504021 Tires & Tubes	\$ 18,607	\$ 18,700	\$ (93)	0%	\$ 155,788	\$ 187,000	\$ (31,212)	-17%	\$ 155,788	\$ 136,200	\$ 19,588	14%	
504161 Other Mobile Supplies	\$ 397	\$ 667	\$ (270)	-40%	\$ 5,760	\$ 6,670	\$ (910)	-14%	\$ 5,760	\$ 7,135	\$ (1,375)	-19%	
504191 Rev Vehicle Parts	\$ 69,609	\$ 56,800	\$ 12,809	23%	\$ 619,872	\$ 568,000	\$ 51,872	9%	\$ 619,872	\$ 523,509	\$ 96,363	18%	8
Total Mobile Materials & Supplies -	\$ 362,337	\$ 356,042	\$ 6,295	2%	\$ 2,906,908	\$ 3,542,420	\$ (635,512)	-18%	\$ 2,906,908	\$ 2,419,304	\$ 487,604	20%	

5-2.93

FY2008
Consolidated Operating Expenses
For the month ending - April 30, 2008

	Current Period				Year to Date				YTD Year Over Year Comparison				Notes
	Actual	Budget	\$ Var	% Var	Actual	Budget	\$ Var	% Var	Actual		\$ Var	% Var	
									FY08	FY07			
OTHER MATERIALS & SUPPLIES													
504205 Freight Out	\$ 334	\$ 412	\$ (78)	-19%	\$ 3,688	\$ 4,120	\$ (432)	-10%	\$ 3,688	\$ 1,766	\$ 1,922	109%	
504211 Postage & Mailing	\$ 718	\$ 1,867	\$ (1,149)	-62%	\$ 12,990	\$ 18,670	\$ (5,680)	-30%	\$ 12,990	\$ 10,346	\$ 2,644	26%	
504214 Promotional Items	\$ -	\$ 2	\$ (2)	-100%	\$ -	\$ 20	\$ (20)	-100%	\$ -	\$ -	\$ -	0%	
504215 Printing	\$ 3,368	\$ 7,401	\$ (4,033)	-54%	\$ 56,847	\$ 74,010	\$ (17,163)	-23%	\$ 56,847	\$ 36,540	\$ 20,307	56%	
504217 Photo Supply/Processing	\$ 320	\$ 754	\$ (434)	-58%	\$ 3,408	\$ 7,539	\$ (4,131)	-55%	\$ 3,408	\$ 5,356	\$ (1,948)	-36%	
504311 Office Supplies	\$ 4,669	\$ 7,184	\$ (2,515)	-35%	\$ 66,998	\$ 71,840	\$ (4,842)	-7%	\$ 66,998	\$ 51,996	\$ 15,002	29%	
504315 Safety Supplies	\$ 604	\$ 1,521	\$ (917)	-60%	\$ 21,060	\$ 15,210	\$ 5,850	38%	\$ 21,060	\$ 11,150	\$ 9,910	89%	
504317 Cleaning Supplies	\$ 3,250	\$ 4,090	\$ (840)	-21%	\$ 39,925	\$ 40,900	\$ (975)	-2%	\$ 39,925	\$ 32,025	\$ 7,900	25%	
504409 Repair/Maint Supplies	\$ 9,487	\$ 3,750	\$ 5,737	153%	\$ 64,350	\$ 37,500	\$ 26,850	72%	\$ 64,350	\$ 42,669	\$ 21,681	51%	9
504421 Non-Inventory Parts	\$ 3,535	\$ 3,605	\$ (70)	-2%	\$ 40,241	\$ 36,050	\$ 4,191	12%	\$ 40,241	\$ 24,893	\$ 15,348	62%	
504511 Small Tools	\$ 1,067	\$ 824	\$ 243	29%	\$ 8,101	\$ 8,240	\$ (139)	-2%	\$ 8,101	\$ 4,821	\$ 3,280	68%	
504515 Employee Tool Rplcmt	\$ 177	\$ 215	\$ (38)	-18%	\$ 1,196	\$ 2,150	\$ (954)	-44%	\$ 1,196	\$ 1,389	\$ (193)	-14%	
Total Other Materials & Supplies -	\$ 27,529	\$ 31,625	\$ (4,096)	-13%	\$ 318,804	\$ 316,249	\$ 2,555	1%	\$ 318,804	\$ 222,951	\$ 95,853	43%	
UTILITIES													
505011 Gas & Electric	\$ 14,441	\$ 15,151	\$ (710)	-5%	\$ 173,210	\$ 151,510	\$ 21,700	14%	\$ 173,210	\$ 148,340	\$ 24,870	17%	
505021 Water & Garbage	\$ 8,635	\$ 9,274	\$ (639)	-7%	\$ 97,557	\$ 92,740	\$ 4,817	5%	\$ 97,557	\$ 74,951	\$ 22,606	30%	
505031 Telecommunications	\$ 12,809	\$ 8,021	\$ 4,788	60%	\$ 83,980	\$ 80,210	\$ 3,770	5%	\$ 83,980	\$ 58,498	\$ 25,482	44%	10
Total Utilities -	\$ 35,885	\$ 32,446	\$ 3,439	11%	\$ 354,747	\$ 324,460	\$ 30,287	9%	\$ 354,747	\$ 281,789	\$ 72,958	26%	
CASUALTY & LIABILITY													
506011 Insurance - Property	\$ 5,838	\$ 4,678	\$ 1,160	25%	\$ 41,249	\$ 46,780	\$ (5,531)	-12%	\$ 41,249	\$ 29,585	\$ 11,664	39%	
506015 Insurance - PL & PD	\$ 34,362	\$ 35,000	\$ (638)	-2%	\$ 343,619	\$ 350,000	\$ (6,381)	-2%	\$ 343,619	\$ 421,079	\$ (77,460)	-18%	
506021 Insurance - Other	\$ -	\$ 151	\$ (151)	-100%	\$ 1,007	\$ 1,510	\$ (503)	-33%	\$ 1,007	\$ 593	\$ 414	70%	
506123 Settlement Costs	\$ 299	\$ 12,500	\$ (12,201)	-98%	\$ 44,305	\$ 125,000	\$ (80,695)	-65%	\$ 44,305	\$ 60,028	\$ (15,723)	-26%	11
506127 Repairs - Dist Prop	\$ (4,093)	\$ -	\$ (4,093)	0%	\$ (12,021)	\$ -	\$ (12,021)	0%	\$ (12,021)	\$ (111,447)	\$ 99,426	-89%	
Total Casualty & Liability -	\$ 36,406	\$ 52,329	\$ (15,923)	-30%	\$ 418,159	\$ 523,290	\$ (105,131)	-20%	\$ 418,159	\$ 399,838	\$ 18,321	5%	
TAXES													
507051 Fuel Tax	\$ 1,856	\$ 888	\$ 968	109%	\$ 5,657	\$ 8,880	\$ (3,223)	-36%	\$ 5,657	\$ 9,416	\$ (3,759)	-40%	
507201 Licenses & permits	\$ 672	\$ 980	\$ (308)	-31%	\$ 12,465	\$ 9,800	\$ 2,665	27%	\$ 12,465	\$ 13,007	\$ (542)	-4%	
507999 Other Taxes	\$ 850	\$ 2,058	\$ (1,208)	-59%	\$ 14,165	\$ 20,580	\$ (6,415)	-31%	\$ 14,165	\$ 16,334	\$ (2,169)	-13%	
Total Utilities -	\$ 3,378	\$ 3,926	\$ (548)	-14%	\$ 32,287	\$ 39,260	\$ (6,973)	-18%	\$ 32,287	\$ 38,757	\$ (6,470)	-17%	

5-2.94

FY2008
Consolidated Operating Expenses
For the month ending - April 30, 2008

	Current Period				Year to Date				YTD Year Over Year Comparison				Notes
	Actual	Budget	\$ Var	% Var	Actual	Budget	\$ Var	% Var	Actual		\$ Var	% Var	
									FY08	FY07			
<u>PURCHASED TRANSPORTATION</u>													
503406 Contr/Paratrans	\$ 7,762	\$ 16,667	\$ (8,905)	-53%	\$ 215,533	\$ 166,670	\$ 48,863	29%	\$ 215,533	\$ 141,191	\$ 74,342	53%	13
Total Purchased Transportation -	\$ 7,762	\$ 16,667	\$ (8,905)	-53%	\$ 215,533	\$ 166,670	\$ 48,863	29%	\$ 215,533	\$ 141,191	\$ 74,342	53%	
<u>MISC</u>													
509011 Dues & Subscriptions	\$ 2,943	\$ 4,768	\$ (1,825)	-38%	\$ 17,639	\$ 47,680	\$ (30,041)	-63%	\$ 17,639	\$ 59,993	\$ (42,354)	-71%	
509085 Advertising - Rev Product	\$ -	\$ 1,250	\$ (1,250)	-100%	\$ -	\$ 12,500	\$ (12,500)	-100%	\$ -	\$ -	\$ -	0%	
509101 Emp Incentive Prog	\$ 249	\$ 2,135	\$ (1,886)	-88%	\$ 14,159	\$ 19,549	\$ (5,390)	-28%	\$ 14,159	\$ 514	\$ 13,645	2655%	
509121 Employee Training	\$ 649	\$ 1,625	\$ (976)	-60%	\$ 84,429	\$ 86,250	\$ (1,821)	-2%	\$ 84,429	\$ 23,078	\$ 61,351	266%	
509123 Travel	\$ 140	\$ 4,348	\$ (4,208)	-97%	\$ 30,482	\$ 43,480	\$ (12,998)	-30%	\$ 30,482	\$ 18,721	\$ 11,761	63%	
509125 Local Meeting Exp	\$ 382	\$ 529	\$ (147)	-28%	\$ 3,802	\$ 5,290	\$ (1,488)	-28%	\$ 3,802	\$ 4,767	\$ (965)	-20%	
509127 Board Director Fees	\$ 1,000	\$ 1,100	\$ (100)	-9%	\$ 9,900	\$ 11,000	\$ (1,100)	-10%	\$ 9,900	\$ 8,900	\$ 1,000	11%	
509150 Contributions	\$ -	\$ 54	\$ (54)	-100%	\$ 248	\$ 540	\$ (292)	-54%	\$ 248	\$ 240	\$ 8	3%	
509197 Sales Tax Expense	\$ -	\$ -	\$ -	0%	\$ (52)	\$ -	\$ (52)	0%	\$ (52)	\$ (4,866)	\$ 4,814	-99%	
509198 Cash Over/Short	\$ (103)	\$ -	\$ (103)	0%	\$ 1,441	\$ -	\$ 1,441	0%	\$ 1,441	\$ (8,444)	\$ 9,885	-117%	
Total Misc -	\$ 5,260	\$ 15,809	\$ (10,549)	-67%	\$ 162,048	\$ 226,289	\$ (64,241)	-28%	\$ 162,048	\$ 102,903	\$ 59,145	57%	
<u>LEASES & RENTALS</u>													
512011 Facility Rentals	\$ 58,048	\$ 59,560	\$ (1,512)	-3%	\$ 581,595	\$ 595,593	\$ (13,998)	-2%	\$ 581,595	\$ 629,322	\$ (47,727)	-8%	
512061 Equipment Rentals	\$ 306	\$ 6,273	\$ (5,967)	-95%	\$ 17,501	\$ 62,730	\$ (45,229)	-72%	\$ 17,501	\$ 62,966	\$ (45,465)	-72%	13
Total Leases & Rentals -	\$ 58,354	\$ 65,833	\$ (7,479)	-11%	\$ 599,096	\$ 658,323	\$ (59,227)	-9%	\$ 599,096	\$ 692,288	\$ (93,192)	-13%	
Total Non-Personnel Expenses -	\$ 656,018	\$ 762,337	\$ (106,319)	-14%	\$ 6,356,153	\$ 7,673,813	\$ (1,317,660)	-17%	\$ 6,356,153	\$ 5,630,363	\$ 725,790	13%	
TOTAL OPERATING EXPENSE -	\$ 2,910,717	\$ 3,233,135	\$ (322,418)	-10%	\$ 28,626,568	\$ 32,381,790	\$ (3,755,222)	-12%	\$ 28,626,568	\$ 26,932,721	\$ 1,693,847	6%	

Current Period Notes:

- 1) Total Personnel Expenses are below budget due to not being at full complement.
- 2) Admin & Bank Fees are under budget due to Sales Tax Admin Fees paid quarterly, while the budget was straight lined.
- 3) Prof & Tech Fees are below budget due to website redesign being moved to FY09.
- 4) Temp Help is over budget due to vacancies and work loads.
- 5) Security Services are under budget due to the budget being straight lined and not knowing when additional security will be needed throughout the year.

5-2-05

FY2008
Consolidated Operating Expenses
For the month ending - April 30, 2008

	Current Period				Year to Date				YTD Year Over Year Comparison				
	<u>Actual</u>	<u>Budget</u>	<u>\$ Var</u>	<u>% Var</u>	<u>Actual</u>	<u>Budget</u>	<u>\$ Var</u>	<u>% Var</u>	<u>Actual</u> FY08	FY07	<u>\$ Var</u>	<u>% Var</u>	<u>Notes</u>
6) Haz Mat Disposal													
is over budget due to bulk expenses in April 2008 and the budget being straight lined.													
7) Fuels & Lube Rev Veh													
is under budget. The budget was built on anticipating increased fuel prices for the year.													
8) Rev Vehicle Parts													
are over budget due to bulk purchases of parts in Paratransit.													
09) Repair/MaintSupplies													
are over budget due to bulk purchases of maint supplies and repairs in Facilities.													
10) Telecommunications													
are under budget due to Nextel phones in Operations.													
11) Settlement costs													
are under budget due to less than anticipated settlement costs for the year.													
12) Contr/Paratrans													
is under budget. Less than budgeted rides were needed for the month.													
13) Equipment Rental													
is under budget due to less than anticipated expenditures in April 2008.													

5-2-06

FY2008
Operating Expenses by Department
For the month ending - April 30, 2008

	Current Period				Year to Date				YTD Year Over Year Comparison				Notes
	Actual	Budget	\$ Var	% Var	Actual	Budget	\$ Var	% Var	FY08	FY07	\$ Var	% Var	
Departmental Personnel Expenses													
700 - SCCIC	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	
1100 - Administration	\$ 78,311	\$ 86,009	\$ (7,698)	-9%	\$ 757,987	\$ 860,090	\$ (102,103)	-12%	\$ 757,987	\$ 738,902	\$ 19,085	3%	
1200 - Finance	\$ 45,491	\$ 51,760	\$ (6,269)	-12%	\$ 444,133	\$ 517,600	\$ (73,467)	-14%	\$ 444,133	\$ 400,907	\$ 43,226	11%	
1300 - Customer Service	\$ 34,634	\$ 43,127	\$ (8,493)	-20%	\$ 333,561	\$ 431,270	\$ (97,709)	-23%	\$ 333,561	\$ 323,140	\$ 10,421	3%	
1400 - Human Resources	\$ 49,047	\$ 49,317	\$ (270)	-1%	\$ 431,400	\$ 493,170	\$ (61,770)	-13%	\$ 431,400	\$ 318,086	\$ 113,314	36%	
1500 - Information Technology	\$ 39,087	\$ 41,121	\$ (2,034)	-5%	\$ 400,465	\$ 411,210	\$ (10,745)	-3%	\$ 400,465	\$ 368,338	\$ 32,127	9%	
1700 - District Counsel	\$ 34,580	\$ 38,234	\$ (3,654)	-10%	\$ 331,601	\$ 382,340	\$ (50,739)	-13%	\$ 331,601	\$ 309,292	\$ 22,309	7%	
1800 - Risk Management	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	
2200 - Facilities Maintenance	\$ 71,033	\$ 85,692	\$ (14,659)	-17%	\$ 717,867	\$ 856,920	\$ (139,053)	-16%	\$ 717,867	\$ 729,094	\$ (11,227)	-2%	
3100 - Paratransit Program	\$ 228,648	\$ 251,797	\$ (23,149)	-9%	\$ 2,297,063	\$ 2,517,961	\$ (220,898)	-9%	\$ 2,297,063	\$ 2,171,405	\$ 125,658	6%	
3200 - Operations	\$ 162,776	\$ 178,655	\$ (15,879)	-9%	\$ 1,591,101	\$ 1,786,550	\$ (195,449)	-11%	\$ 1,591,101	\$ 1,650,687	\$ (59,586)	-4%	
3300 - Bus Operators	\$ 1,074,596	\$ 1,153,142	\$ (78,546)	-7%	\$ 10,544,550	\$ 11,531,420	\$ (986,870)	-9%	\$ 10,544,550	\$ 10,179,567	\$ 364,983	4%	
4100 - Fleet Maintenance	\$ 308,781	\$ 347,443	\$ (38,662)	-11%	\$ 3,191,057	\$ 3,474,439	\$ (283,382)	-8%	\$ 3,191,057	\$ 2,890,123	\$ 300,934	10%	
9001 - Cobra Benefits	\$ (3,309)	\$ -	\$ (3,309)	0%	\$ (6,621)	\$ -	\$ (6,621)	0%	\$ (6,621)	\$ (415)	\$ (6,206)	1495%	
9005 - Retired Employee Benefits	\$ 131,018	\$ 144,500	\$ (13,482)	-9%	\$ 1,236,253	\$ 1,445,000	\$ (208,747)	-14%	\$ 1,236,253	\$ 1,223,232	\$ 13,021	1%	
9014 - Operating Grants	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	
110020 - Operating Grants	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	
Additional Operating Programs	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	
Subtotal Personnel Expenses	\$ 2,254,693	\$ 2,470,797	\$ (216,104)	-9%	\$ 22,270,417	\$ 24,707,970	\$ (2,437,553)	-10%	\$ 22,270,417	\$ 21,302,358	\$ 968,059	5%	
Departmental Non-Personnel Expenses													
700 - SCCIC	\$ -	\$ 21	\$ (21)	-100%	\$ 260	\$ 336	\$ (76)	-23%	\$ 260	\$ 280	\$ (20)	-7%	
1100 - Administration	\$ (3,220)	\$ 74,753	\$ (77,973)	-104%	\$ 501,303	\$ 742,726	\$ (241,423)	-33%	\$ 501,303	\$ 534,093	\$ (32,790)	-6%	
1200 - Finance	\$ 41,244	\$ 68,287	\$ (27,043)	-40%	\$ 600,113	\$ 682,870	\$ (82,757)	-12%	\$ 600,113	\$ 512,260	\$ 87,853	17%	
1300 - Customer Service	\$ 4,700	\$ 9,726	\$ (5,026)	-52%	\$ 67,414	\$ 97,260	\$ (29,846)	-31%	\$ 67,414	\$ 61,373	\$ 6,041	10%	
1400 - Human Resources	\$ 7,376	\$ 8,131	\$ (755)	-9%	\$ 34,552	\$ 81,310	\$ (46,758)	-58%	\$ 34,552	\$ 74,280	\$ (39,728)	-53%	
1500 - Information Technology	\$ 4,258	\$ 13,268	\$ (9,010)	-68%	\$ 196,317	\$ 202,700	\$ (6,383)	-3%	\$ 196,317	\$ 115,267	\$ 81,050	70%	
1700 - District Counsel	\$ 2,145	\$ 1,512	\$ 633	42%	\$ 19,354	\$ 15,120	\$ 4,234	28%	\$ 19,354	\$ 15,593	\$ 3,761	24%	
1800 - Risk Management	\$ 374	\$ 20,656	\$ (20,282)	-98%	\$ 45,075	\$ 206,560	\$ (161,485)	-78%	\$ 45,075	\$ 91,370	\$ (46,295)	-51%	
2200 - Facilities Maintenance	\$ 43,014	\$ 44,532	\$ (1,518)	-3%	\$ 414,360	\$ 445,320	\$ (30,960)	-7%	\$ 414,360	\$ 318,515	\$ 95,845	30%	
3100 - Paratransit Program	\$ 73,417	\$ 64,047	\$ 9,370	15%	\$ 640,910	\$ 640,479	\$ 431	0%	\$ 640,910	\$ 506,297	\$ 134,613	27%	
3200 - Operations	\$ 47,055	\$ 53,692	\$ (6,637)	-12%	\$ 457,835	\$ 536,920	\$ (79,085)	-15%	\$ 457,835	\$ 464,116	\$ (6,281)	-1%	
3300 - Bus Operators	\$ 213	\$ 500	\$ (287)	-57%	\$ 5,006	\$ 7,999	\$ (2,993)	-37%	\$ 5,006	\$ 2,615	\$ 2,391	91%	
4100 - Fleet Maintenance	\$ 380,842	\$ 403,206	\$ (22,364)	-6%	\$ 3,318,528	\$ 4,014,051	\$ (695,523)	-17%	\$ 3,318,528	\$ 2,934,306	\$ 384,222	13%	
9001 - Cobra Benefits	\$ -	\$ -	\$ -	0%	\$ 1,094	\$ -	\$ 1,094	0%	\$ 1,094	\$ -	\$ 1,094	0%	
9005 - Retired Employee Benefits	\$ (2)	\$ -	\$ (2)	0%	\$ (2)	\$ -	\$ (2)	0%	\$ (2)	\$ -	\$ (2)	0%	
9014 - Operating Grants	\$ 48,466	\$ -	\$ 48,466	0%	\$ 48,466	\$ -	\$ 48,466	0%	\$ 48,466	\$ -	\$ 48,466	0%	
110020 - Operating Grants	\$ 6,142	\$ -	\$ 6,142	0%	\$ 6,142	\$ -	\$ 6,142	0%	\$ 6,142	\$ -	\$ 6,142	0%	
Additional Operating Programs	\$ -	\$ -	\$ -	0%	\$ (575)	\$ -	\$ (575)	0%	\$ (575)	\$ -	\$ (575)	0%	
Subtotal Non-Personnel Expenses	\$ 656,024	\$ 762,331	\$ (106,307)	-14%	\$ 6,356,152	\$ 7,673,651	\$ (1,317,499)	-17%	\$ 6,356,152	\$ 5,630,365	\$ 725,787	13%	

5-2-07

FY2008
Operating Expenses by Department
For the month ending - April 30, 2008

	Current Period				Year to Date				YTD Year Over Year Comparison				Notes	
	Actual	Budget	\$ Var	% Var	Actual	Budget	\$ Var	% Var	FY08	FY07	\$ Var	% Var		
Total Departmental Expenses														
700 - SCCIC	\$ -	\$ 21	\$ (21)	-100%	\$ 260	\$ 336	\$ (76)	-23%	\$ 260	\$ 280	\$ (20)	-7%		
1100 - Administration	\$ 75,091	\$ 160,762	\$ (85,671)	-53%	\$ 1,259,290	\$ 1,602,816	\$ (343,526)	-21%	\$ 1,259,290	\$ 1,272,995	\$ (13,705)	-1%	1	
1200 - Finance	\$ 86,735	\$ 120,047	\$ (33,312)	-28%	\$ 1,044,246	\$ 1,200,470	\$ (156,224)	-13%	\$ 1,044,246	\$ 913,167	\$ 131,079	14%	2	
1300 - Customer Service	\$ 39,334	\$ 52,853	\$ (13,519)	-26%	\$ 400,975	\$ 528,530	\$ (127,555)	-24%	\$ 400,975	\$ 384,513	\$ 16,462	4%	3	
1400 - Human Resources	\$ 56,423	\$ 57,448	\$ (1,025)	-2%	\$ 465,952	\$ 574,480	\$ (108,528)	-19%	\$ 465,952	\$ 392,366	\$ 73,586	19%		
1500 - Information Technology	\$ 43,345	\$ 54,389	\$ (11,044)	-20%	\$ 596,782	\$ 613,910	\$ (17,128)	-3%	\$ 596,782	\$ 483,605	\$ 113,177	23%		
1700 - District Counsel	\$ 36,725	\$ 39,746	\$ (3,021)	-8%	\$ 350,955	\$ 397,460	\$ (46,505)	-12%	\$ 350,955	\$ 324,885	\$ 26,070	8%		
1800 - Risk Management	\$ 374	\$ 20,656	\$ (20,282)	-98%	\$ 45,075	\$ 206,560	\$ (161,485)	-78%	\$ 45,075	\$ 91,370	\$ (46,295)	-51%	4	
2200 - Facilities Maintenance	\$ 114,047	\$ 130,224	\$ (16,177)	-12%	\$ 1,132,227	\$ 1,302,240	\$ (170,013)	-13%	\$ 1,132,227	\$ 1,047,609	\$ 84,618	8%	5	
3100 - Paratransit Program	\$ 302,065	\$ 315,844	\$ (13,779)	-4%	\$ 2,937,973	\$ 3,158,440	\$ (220,467)	-7%	\$ 2,937,973	\$ 2,677,702	\$ 260,271	10%	6	
3200 - Operations	\$ 209,831	\$ 232,347	\$ (22,516)	-10%	\$ 2,048,936	\$ 2,323,470	\$ (274,534)	-12%	\$ 2,048,936	\$ 2,114,803	\$ (65,867)	-3%	7	
3300 - Bus Operators	\$ 1,074,809	\$ 1,153,642	\$ (78,833)	-7%	\$ 10,549,556	\$ 11,539,419	\$ (989,863)	-9%	\$ 10,549,556	\$ 10,182,182	\$ 367,374	4%	8	
4100 - Fleet Maintenance	\$ 689,623	\$ 750,649	\$ (61,026)	-8%	\$ 6,509,585	\$ 7,488,490	\$ (978,905)	-13%	\$ 6,509,585	\$ 5,824,429	\$ 685,156	12%	9	
9001 - Cobra Benefits	\$ (3,309)	\$ -	\$ (3,309)	0%	\$ (5,527)	\$ -	\$ (5,527)	0%	\$ (5,527)	\$ (415)	\$ (5,112)	1232%		
9005 - Retired Employee Benefits	\$ 131,016	\$ 144,500	\$ (13,484)	-9%	\$ 1,236,251	\$ 1,445,000	\$ (208,749)	-14%	\$ 1,236,251	\$ 1,223,232	\$ 13,019	1%	10	
9014 - Operating Grants	\$ 48,466	\$ -	\$ 48,466	0%	\$ 48,466	\$ -	\$ 48,466	0%	\$ 48,466	\$ -	\$ 48,466	0%		
110020 - Operating Grants	\$ 6,142	\$ -	\$ 6,142	0%	\$ 6,142	\$ -	\$ 6,142	0%	\$ 6,142	\$ -	\$ 6,142	0%		
Additional Operating Programs	\$ -	\$ -	\$ -	0%	\$ (575)	\$ -	\$ (575)	0%	\$ (575)	\$ -	\$ (575)	0%		
Total Operating Expenses	\$ 2,910,717	\$ 3,233,128	\$ (322,411)	-10%	\$ 28,626,569	\$ 32,381,621	\$ (3,755,052)	-12%	\$ 28,626,569	\$ 26,932,723	\$ 1,693,846	6%		

Current Period Notes:

- 1) Administration is under budget due to an annual contract paid for in FY07 and a web site redesign being moved to FY09.
- 2) Finance is under budget due to Sales Tax Admin Fees paid quarterly and the budget being straight lined.
- 3) Customer Service is under budget due to less personnel expenses, graphic services and printing costs incurred in April 2008.
- 4) Risk Management is under budget due to below budgeted settlement costs paid in April.
- 5) Facilities Maintenance is under budget due to not being at full complement.
- 6) Paratransit Program is under budget due to not being at full complement.
- 7) Operations is under budget due to not being at full complement and security expenses lower than anticipated.
- 8) Bus Operators is under budget due to not being at full complement.
- 9) Fleet Maintenance is under budget due to not being at full complement and fuel expenses lower than anticipated.
- 10) Retired Employee Benefits is under budget due to the budget being straight lined. Increase will happen towards the end of FY08.

5-2-08

FY2008
CAPITAL BUDGET
For the month ending - April 30, 2008

	<u>YTD Actual</u>	<u>FY08 Budget</u>	<u>Remaining Budget</u>	<u>% Spent YTD</u>
<u>Grant-Funded Projects</u>				
MetroBase	\$ 4,850,026	\$ 10,300,000	\$ 5,449,974	47%
Purchase 1217 River Street	\$ 1,239,443	\$ 1,237,500	\$ (1,943)	100%
Purchase 1211 River Street	\$ 778,588	\$ 775,000	\$ (3,588)	100%
CNG Bus Conversions (40 Buses)	\$ 3,690,131	\$ 6,800,000	\$ 3,109,869	54%
Local Bus Replacement (8)	\$ -	\$ 3,400,000	\$ 3,400,000	0%
Pacific Station Project	\$ 20,991	\$ 2,729,494	\$ 2,708,503	1%
H17 Bus Replacement (5)	\$ -	\$ 2,262,000	\$ 2,262,000	0%
Hwy 17 Wireless (Air District)	\$ 41,362	\$ 42,500	\$ 1,139	97%
Transmission	\$ 12,365	\$ 15,000	\$ 2,635	82%
Subtotal Grant Funded Projects	\$ 10,632,907	\$ 27,561,494	\$ 16,928,587	39%
<u>District Funded Projects</u>				
<u>IT Projects</u>				
ATP - Hastus Run Time Analysis Program - IT/OPS	\$ 18,979	\$ 40,000	\$ 21,021	47%
Qquest Time Clocks	\$ 7,678	\$ 9,000	\$ 1,322	85%
ABS Financial System & Modules	\$ 10,877	\$ 8,000	\$ (2,877)	136%
ABS Laser Printer & Software for Checks	\$ 2,940	\$ 7,200	\$ 4,260	41%
Laptops (2) Fleet & Finance	\$ 4,598	\$ 4,000	\$ (598)	115%
FAS - Fixed Asset Mgmt. Software	\$ 3,191	\$ 4,000	\$ 809	80%
Web Access Control Appliance	\$ 3,275	\$ 3,000	\$ (275)	109%
Printer - Ops	\$ 1,665	\$ 1,800	\$ 135	93%
<u>Facilities Repair & Improvements</u>				
Bus Stop Improvements (20 total)	\$ 10,000	\$ 164,251	\$ 154,251	6%
Bus Stop Improvements (China Grade Turnout) **	\$ 112,551	\$ 121,000	\$ 8,449	93%
Bus Shelters - LNI	\$ 42,371	\$ 45,000	\$ 2,629	94%
2-way Radio & Telephone Recording System (Exacom System)	\$ 19,890	\$ 30,000	\$ 10,110	66%
Reseal Operations Facility Roof	\$ 23,963	\$ 25,600	\$ 1,637	94%
ParaCruz Vehicle Hoist	\$ 13,020	\$ 17,500	\$ 4,480	74%
Replace HVAC at ParaCruz Facility	\$ -	\$ 14,500	\$ 14,500	0%
Repair Parking Lots (Greyhound, Soquel Park & Ride)	\$ 2,500	\$ 5,000	\$ 2,500	50%
Repair Sidewalks & Bus Lanes (Pacific Station)	\$ 4,480	\$ 5,000	\$ 520	90%
Cubicle Walls (ParaCruz)	\$ -	\$ 10,000	\$ 10,000	0%
Digital ID Card Processing Equip. for Pacific Station	\$ -	\$ 15,000	\$ 15,000	0%
Replace Toilets at Pacific Station & (1) Waterless	\$ 1,775	\$ 9,600	\$ 7,825	18%
Bus Operators Lockers	\$ 4,222	\$ 4,800	\$ 578	88%
Two-way Radio Portable Radio Hand-paks (4)	\$ 3,803	\$ 3,500	\$ (303)	109%
Coin Machine Replacement - Pacific Station	\$ 4,539	\$ 5,000	\$ 461	91%
Money Counting Program - OPS	\$ 2,214	\$ 2,500	\$ 286	89%

5-2-09

FY2008
CAPITAL BUDGET
For the month ending - April 30, 2008

	<u>YTD Actual</u>	<u>FY08 Budget</u>	<u>Remaining Budget</u>	<u>% Spent YTD</u>
<u>Revenue Vehicle Replacement</u>				
Purchase ParaCruz Vans (3)	\$ 108,828	\$ 216,303	\$ 107,475	50%
Rebuild Bus Engines (16 remaining) 1998 Fleet	\$ 41,698	\$ 168,000	\$ 126,302	25%
New John Deere Engines (2)	\$ 76,434	\$ 76,435	\$ 1	100%
<u>Non-Revenue Vehicle Replacement</u>				
ParaCruz Staff Car	\$ 25,600	\$ 20,000	\$ (5,600)	128%
Facility Service Body Truck (2)	\$ 55,099	\$ 60,000	\$ 4,901	92%
Pickup for Fleet (2)	\$ 33,118	\$ 35,000	\$ 1,882	95%
Hybrid - Admin	\$ 26,293	\$ 30,500	\$ 4,207	86%
Supervisor Vehicle	\$ -	\$ 29,500	\$ 29,500	0%
Shuttle Van	\$ 21,981	\$ 27,500	\$ 5,519	80%
<u>Maint Equipment</u>				
Replace Repeater - Davenport	\$ -	\$ 15,000	\$ 15,000	0%
Wire Welder	\$ 1,649	\$ 2,039	\$ 390	81%
Forklift (Purchased from Casey Printing)	\$ 1,250	\$ 1,250	\$ -	100%
<u>Office Equipment</u>				
ADD - Ergonomic Desk - ADD	\$ 1,966	\$ -	\$ (1,966)	100%
<u>Admin</u>				
Purchase & Renovation of Vernon Bldg	\$ 3,997,564	\$ 6,964,902	\$ 2,967,338	57%
Subtotal District Funded Projects	\$ 4,690,013	\$ 8,201,680	\$ 3,511,667	57%
TOTAL CAPITAL PROJECTS	\$ 15,322,919	\$ 35,763,174	\$ 20,440,255	43%

5-2-010

FY2008
CAPITAL BUDGET
For the month ending - April 30, 2008

	<u>YTD Actual</u>	<u>FY08 Budget</u>	<u>Remaining Budget</u>	<u>% Spent YTD</u>
<u>CAPITAL FUNDING</u>				
Federal Capital Grants	\$ 2,021,340	\$ 3,798,527	\$ 1,777,187	53%
State/Other Capital Grants	\$ 3,752,483	\$ 12,919,865	\$ 9,167,382	29%
AB 3090	\$ 3,143,274	\$ 6,363,000	\$ 3,219,726	49%
STA Funding (Current Year & Prior Year Deferred)	\$ 4,690,928	\$ 7,087,337	\$ 2,396,409	66%
Alternative Fuel Conversion Fund	\$ -	\$ 462,000	\$ 462,000	0%
Bus Stop Improvement Reserves	\$ -	\$ 100,000	\$ 100,000	0%
District Reserves	\$ 1,714,894	\$ 5,032,445	\$ 3,317,551	34%
TOTAL CAPITAL FUNDING	\$ 15,322,919	\$ 35,763,174	\$ 20,440,255	43%

5-2-08



AGENDA

JUNE 18, 2008 - 6:00 PM

**PACIFIC STATION CONFERENCE ROOM
920 PACIFIC AVENUE, SANTA CRUZ, CALIFORNIA**

- 1. ROLL CALL**
- 2. AGENDA ADDITIONS/DELETIONS**
- 3. ORAL/WRITTEN COMMUNICATION**
- 4. CONSIDERATION OF MINUTES OF MAY 2008**
- 5. RIDERSHIP REPORT FOR MARCH 2008**
- 6. PARACRUZ OPERATIONS STATUS REPORT FOR FEBRUARY 2008**
- 7. REPORT BY MAC REPRESENTATIVE TO OTHER TRANSIT-RELATED MEETINGS**
- 8. DISCOUNTED BUS PASS PROGRAM - POLICY CHANGES**
- 9. DISCUSSION OF A METRO CAREER DAY**
- 10. DISTRIBUTION OF MAC VOUCHERS**
- 11. COMMUNICATIONS TO METRO GENERAL MANAGER**
- 12. COMMUNICATIONS TO METRO BOARD OF DIRECTORS**
- 13. ITEMS FOR NEXT MEETING AGENDA**
- 14. ADJOURNMENT**

*NEXT MEETING: WEDNESDAY, JULY 16, 2008, AT 6:00 PM
PACIFIC STATION CONFERENCE ROOM*

5-4.1

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes - METRO Advisory Committee (MAC)

April 16, 2008

The METRO Advisory Committee (MAC) met on Wednesday, April 16, 2008 in the METRO Center Conference Room located at 920 Pacific Avenue in Santa Cruz, California.

Chair Naomi Gunther called the meeting to order at 6:05 p.m.

1. **ROLL CALL:**

MEMBERS PRESENT

Dave Williams
Dennis "Pop" Papadopulo
Heidi Curry
Mara Murphy, Vice Chair
Naomi Gunther, Chair
Robert Yount
Stuart Rosenstein

STAFF PRESENT

April Warnock, Acting Asst. Paratransit Superint.
Ciro Aguirre, Operations Manager
Mary Ferrick, Fixed Route Superintendent

VISITORS PRESENT

Steve Prince, UTU
Paula Ward

2. **AGENDA ADDITIONS/DELETIONS**

Chair Naomi Gunther asked that the item regarding educating the public be postponed due to the absence of Vice-Chair Mara Murphy.

3. **ORAL/WRITTEN COMMUNICATION**

Dennis Papadopulo asked about the status of a friend's application to MAC. Mr. Papadopulo requested that all METRO documents refer to him as "Pop."

4. **CONSIDERATION OF MINUTES OF MARCH 19, 2008**

ACTION: MOTION: ROBERT YOUNT SECOND: DAVE WILLIAMS

ACCEPT AND FILE MINUTES OF THE MARCH 2008 MEETING AS PRESENTED.

Motion passed unanimously.

5. **RIDERSHIP REPORT FOR JANUARY 2008**

Vice-chair Mara Murphy asked when the reports would be formatted to look alike. Ciró Aguirre asked if anyone needed a key to the Ridership report and distributed a copy. Chair Naomi Gunther said that she did not believe there were plans to reformat the previous reports.

6. **PARACRUZ OPERATIONS STATUS REPORT FOR DECEMBER 2007**

Robert Yount remarked that ParaCruz statistics continue to improve. Vice-Chair Mara Murphy asked for an explanation for the complaints received. April Warnock gave a brief explanation of the complaints and described how they were resolved. Pop Papadopulo asked about the ParaCruz dispatchers and said that he was unable to reach them on a few occasions. Ms. Warnock briefly described how the communications at ParaCruz worked.

5-4.2

7. DISCUSSION OF MAC REPRESENTATION AND OUTREACH TO OTHER TRANSIT-RELATED COMMITTEE MEETINGS

Pop Papadopulo said that when he was a member of MASTF he used to report back on the meetings he attended. Chair Naomi Gunther asked how many MAC members currently attend other meetings. Robert Yount replied that he attended the BSAC meeting. Mr. Papadopulo asked how many other committees there were. Mr. Yount said there was the ED&TAC, but that no one seemed to want to attend. Mara Murphy said that she was thinking of attending ED&TAC, but that the meeting time was not convenient for her. Mr. Yount said that ED&TAC had good representation from different facets of the community, and suggested visiting the RTC website for more information. Mr. Papadopulo volunteered to attend ED&TAC. Chair Naomi Gunther asked if Mr. Papadopulo was participating in training and she suggested that a Report Of MAC Representation To Other Transit-related Committee Meetings become a standing agenda item.

Mr. Yount referred to a survey conducted by AMBAG to gather info on service. Mr. Yount suggested that members access the survey on the AMBAG website.

8. DISCUSSION OF CREATING A PLANNED SCHEDULE OF EVENTS FOR THE 2008 MAC MEETINGS

This item was moved to the next meeting.

9. CUSTOMER SERVICE REPORT RE: BIKE RACK OVERLOADS ON HIGHWAY 17 EXPRESS

Ciro Aguirre distributed a customer service report that complained of bikes inside a Highway 17 Express coach. Mr. Aguirre asked the committee for a recommendation to revise or retain the current District policy allowing bikes to be brought onboard in the event that the bike rack is full. Mr. Aguirre explained that H17 Express is experiencing a huge amount of growth, enough so that METRO may need to ask the Joint Powers Authority for more service. Mr. Aguirre said that the complaint has arisen because passengers with bicycles board and secure their bicycles at the beginning of the route when the coach is relatively empty, but when more passengers board down the line, they are forced to stand because the bicycles are occupying a seating area.

Ciro Aguirre said that a new configuration on future buses would not allow for bicycles inside the coach, but that a remedy is needed for current buses. Chair Naomi Gunther asked if two bicycles was the maximum allowed onboard. Vice-chair Mara Murphy asked if there were bike racks on the buses. Paula Ward asked if bikes could be stowed in the luggage compartment. Steve Prince said that the compartments couldn't accommodate bikes and luggage.

STUART ROSENSTEIN LEFT

Ciro Aguirre said that another consideration is whether to allow a passenger with a bicycle to take up three seats when there are passengers standing. Steve Prince said that he had never personally experienced the problem. Vice-chair Mara Murphy described

a time when she was unable to ride due to full bike racks and said that she understood why. Steve Prince said those were different circumstances—full bike capacity, and that he had never personally experienced the problem.

Robert Yount said that in other areas of the country people feel strongly about riding bicycles, and it seems that there is acceptance of not being able to board because of bikes on the bus. Mr. Yount said that many people with full-size bikes are unaware of the Folding Bike Program, and that perhaps buses should carry program brochures. Ciro Aguirre said that brochures had already been requested through Ecology Action and would soon be installed on the buses. Mr. Aguirre pointed out that the issue at hand is not folding bikes, and he said some options to consider are requiring that passengers with bikes stand with the bike when the bus is at capacity, or that bikes are prohibited outright. Pop Papadopulo said the issue had been ongoing for years, and that he believed that bus operators did not want to have bikes on board, because of the hazards involved.

Heidi Curry proposed that if the front bike rack is full, then full-size bikes couldn't be brought onboard. Robert Yount commented that riders should not be asked to get off the bus, and that it be noted in HEADWAYS that in these cases, being full due to bikes is the same as with people. Chair Naomi Gunther said that it seemed unfair that someone would have to stand for the trip because of a bicycle onboard, and that it seemed that it would be impossible to have the bus operators enforce the rule. Steve Prince said he appreciated the point, and said that it would not be too difficult to enforce.

Ciro Aguirre asked members to consider that the new buses would have a different configuration than the current buses, and that there would no longer be any room for bikes. Heidi Curry said that now that there are issues of insufficient space for passengers, she didn't think bikes should be allowed onboard unless they were folding bikes. Robert Yount asked about riders who may have invested in an expensive bike to get to work, and would now be barred from bringing the bike aboard. Chair Gunther said it seemed unfair to force passengers to stand, especially since they may have bought an expensive H17 pass and may not be willing to stand the entire trip.

Heidi Curry suggested that full size bikes not be allowed. Ciro Aguirre noted that METRO has increased bike capacity by 1/3 by introducing the third rack, and asked if we should continue to allow bicyclists to occupy the space if heavy loads are expected, and do they have the right to take two more spaces. Mara Murphy asked why local businesses could not adopt a bus. Mr. Aguirre said that due to the nature of public funds, it might not be possible to initiate such a program. Steve Prince asked about bikes on routes that have plenty of space. Paula Ward asked if the issue had arisen due to just one complaint. Mr. Aguirre said that it was due in part to his aversion to having people stand for the trip, and he noted that there is no money to expand service and purchase more buses.

ACTION: MOTION: ROBERT YOUNT SECOND: POP PAPADOPULO

RECOMMEND THAT THE BOD REVISE CURRENT METRO POLICY TO PROHIBIT FULL-SIZED BICYCLES INSIDE H17 EXPRESS COACHES AFTER SEPTEMBER 2008, AND THAT THE BOD HOLD A PUBLIC HEARING ON THE PROPOSED POLICY CHANGE.

Motion passed unanimously.

10. LETTER RE: 3/4/08 INCIDENT OF AGGRESSION ON HIGHWAY 17 EXPRESS

Ciro Aguirre described the 3/4/08 incident and asked the committee for a recommendation on how to address the issue of noise etiquette aboard METRO buses. Mr. Aguirre pointed out that cell phone users may increase their own volume due to road noise, and he asked if cellular phones should continue to be allowed on METRO buses. Robert Yount said that cellular phones should not be allowed because there is a responsibility to not disturb other passengers. Chair Naomi Gunther said that a majority of UC riders have cellular phones and the drivers would be unable to enforce such a ban. Robert Yount said that drivers have to deal with the noise constantly. Heidi Curry said that all talking would have to be banned, and said that it comes down to rudeness, not cellular phones. Steve Prince said he has had to ask that passengers lower their noise level. Robert Yount pointed out that cellular phones are not permitted in public meetings. Chair Naomi Gunther pointed out that universities are increasingly using instant messaging to notify students of safety alerts, and that she would be reluctant to ban cellular phones. Heidi Curry suggested an environment similar to a library where silence is encouraged, and suggested signage to notify riders.

ACTION: MOTION: HEIDI CURRY SECOND: ROBERT YOUNT

RECOMMEND THE INSTALLATION OF SIGNAGE INSIDE METRO COACHES TO CALL ATTENTION TO NOISE ETIQUETTE AND THE USE OF CELLULAR PHONES AND MUSIC PLAYERS.

Motion passed unanimously.

11. CONSIDERATION OF REVIEWING, REVISING, AND PRIORITIZING THE LIST OF UNMET TRANSIT AND PARATRANSIT NEEDS

The committee reviewed the List of Unmet Transit and Paratransit Needs and made recommendations for reprioritizing some items.

RECOMMEND RE-PRIORITIZING THE FOLLOWING ITEMS ON THE REVISED SCCRTC LIST OF UNMET SPECIALIZED TRANSPORTATION/TRANSIT NEEDS:

- #52. **M** – Expand bicycle capacity and access on the fixed route system by promoting the Folding Bikes in Buses Program to complement the recently installed 3 position bike racks on all fixed route service.

- #56. **H1** – Bus and ParaCruz service on all holidays.

#64. H1 – Braille and raised numbers on bus signage at bus stops indicating which bus routes are being offered at each stop.

#68. H1 – Fare free service to students under the age of 13.

Motion passed unanimously.

12. CONSIDERATION OF REVISED ELDERLY & DISABLED DISCOUNT FARE PROGRAM

13. DISTRIBUTION OF MAC VOUCHERS

Ciro Aguirre distributed METRO ride vouchers to the MAC members at this time.

14. COMMUNICATIONS TO METRO GENERAL MANAGER

None at this time.

15. COMMUNICATIONS TO METRO BOARD OF DIRECTORS

None at this time.

16. ITEMS FOR NEXT MEETING AGENDA

- Discussion of MAC representation and outreach to other transit-related committee meetings
- Discussion of marketing topics to increase ridership

ADJOURN

There being no further business, Chair Naomi Gunther thanked everyone for participating and adjourned the meeting at 7:57 p.m.

Respectfully submitted,

ANTHONY TAPIZ
Administrative Assistant

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: June 27th, 2008
TO: Board of Directors
FROM: April Warnock, Paratransit Superintendent
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 and customer feedback information reported are for the month of March 2008.
- A breakdown of pick-up times beyond the ready window is included.

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.

There has been discussion regarding ParaCruz on-time performance. It was noted that most statistical data continues to show improvement, the reported percentage of pick ups performed within the "ready window" has remained relatively consistent, hovering at roughly 90%. Staff was requested to provide a break down the pick-ups beyond the "ready window".

5-5.1

The table below displays the percentage of pick-ups within the “ready window” and a breakdown in 5-minute increments for pick-ups beyond the “ready window”.

	March 2007	March 2008
Total pick ups	7735	7005
Percent in “ready window”	91.03%	94.28%
1 to 5 minutes late	3.41%	.69%
6 to 10 minutes late	2.35%	.60%
11 to 15 minutes late	1.41%	.19%
16 to 20 minutes late	.78%	.06%
21 to 25 minutes late	.56%	.01%
26 to 30 minutes late	.21%	.06%
31 to 35 minutes late	.13%	.03%
36 to 40 minutes late	.10%	.01%
41 or more minutes late (excessively late/missed trips)	.026%	.01%
Total beyond “ready window”	8.97%	5.72%

During the month of March 2008, ParaCruz received five (5) service complaints and one (1) compliment. Two (2) of the three (3) valid service complaints were related to scheduling errors, one (1) related to a Reservationist not passing information to the appropriate persons. One (1) complaint was un-verifiable. One complaint was resolved with the client receiving specialized travel training with their new mobility device.

Comparative Operating Statistics This Fiscal Year, Last Fiscal Year through March.

	March 07	March 08	Fiscal 06-07	Fiscal 07-08
Requested	8843	7704	70,824	69693
Performed	7735	7005	62,177	64,457
Cancels	19.11%	19.09%	19.03%	16.97%
No Shows	2.32%	2.09%	2.91%	2.37%
Total miles	53,534	46,046	430,825	424,761
Av trip miles	5.16	4.95	5.07	5.10
Within ready window	91.03%	94.28%	90.58%	93.84%
Excessively late/missed trips	3	1	108	25
Call center volume	6144	6282	52,795	56,105
Call average seconds to answer	31	27	29	29
Hold times less than 2 minutes	95%	98%	96%	96%
Distinct riders	818	746	1,620	1599
Most frequent rider	55 rides	45 rides	384 rides	377 rides
Shared rides	64.7%	70.4%	65.7%	65.7%
Passengers per rev hour	2.45	2.12	1.81	2.41
Rides by supplemental providers	7.26%	9.49%	8.57%	14.67%
Vendor cost per ride	\$24.88	\$21.25	\$24.02	\$22.61
ParaCruz driver cost per ride (estimated)	\$26.95	\$24.91	\$25.89	\$23.96
Rides < 10 miles	80.89%	70.45%	82.25%	71.79%
Rides > 10	19.11%	29.55%	17.75%	28.21%

IV. FINANCIAL CONSIDERATIONS

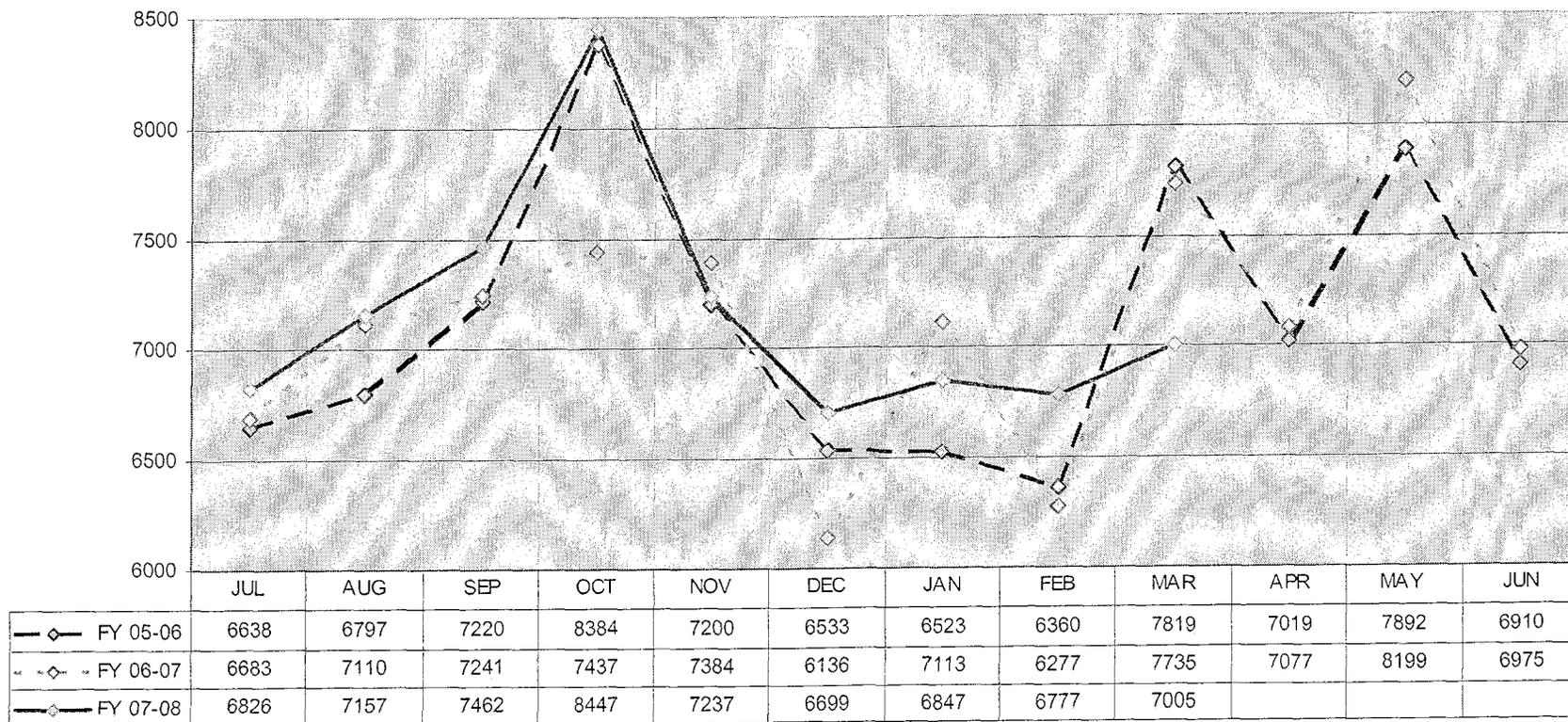
NONE

V. ATTACHMENTS

- Attachment A:** Number of Rides Comparison Chart
- Attachment B:** Shared vs. Total Rides Chart
- Attachment C:** Mileage Comparison Chart
- Attachment D:** Year To Date Mileage Chart
- Attachment E:** Daily Drivers vs. Subcontractor Chart

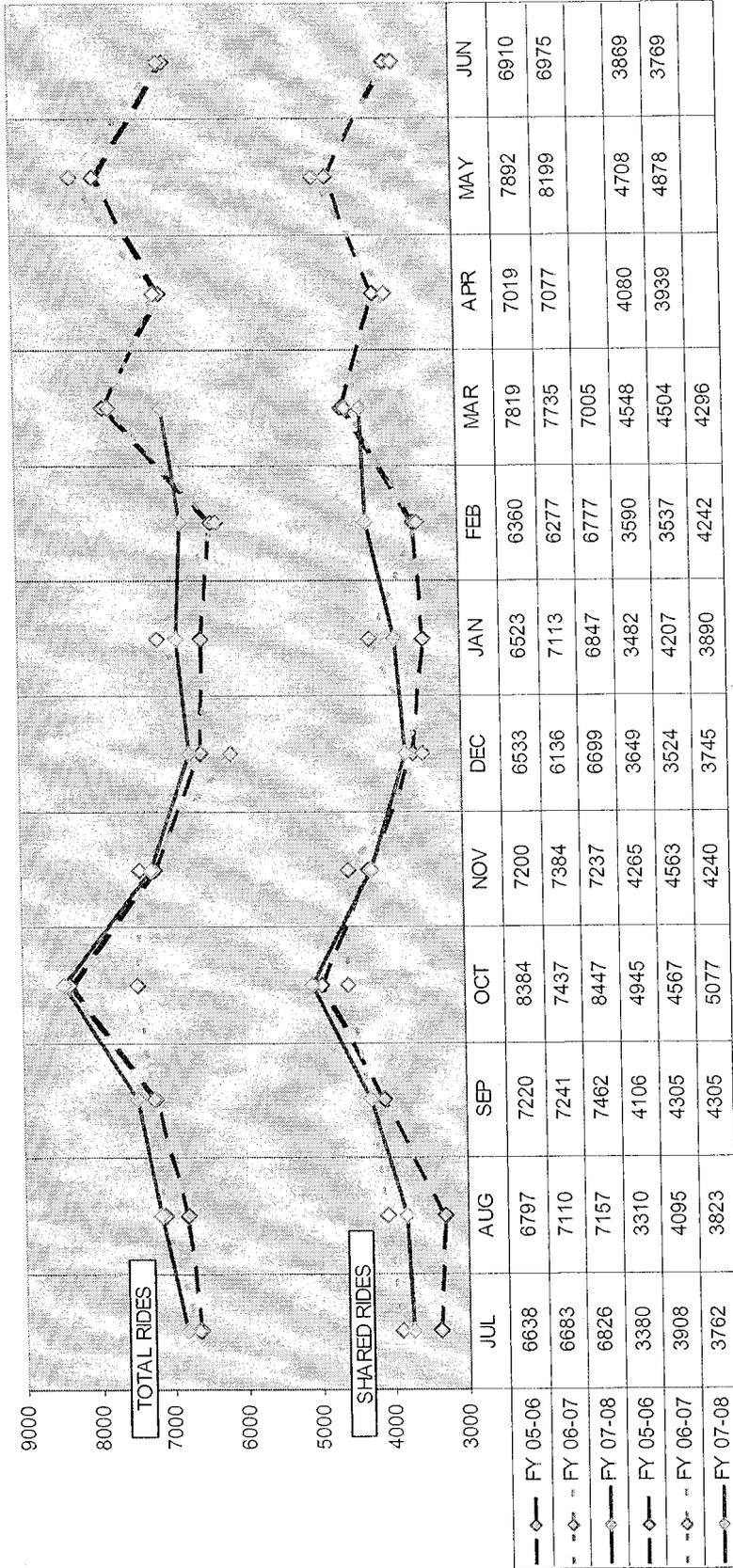
5-5.3

NUMBER OF RIDES COMPARISON



5-5.a.1

SHARED VS TOTAL RIDES

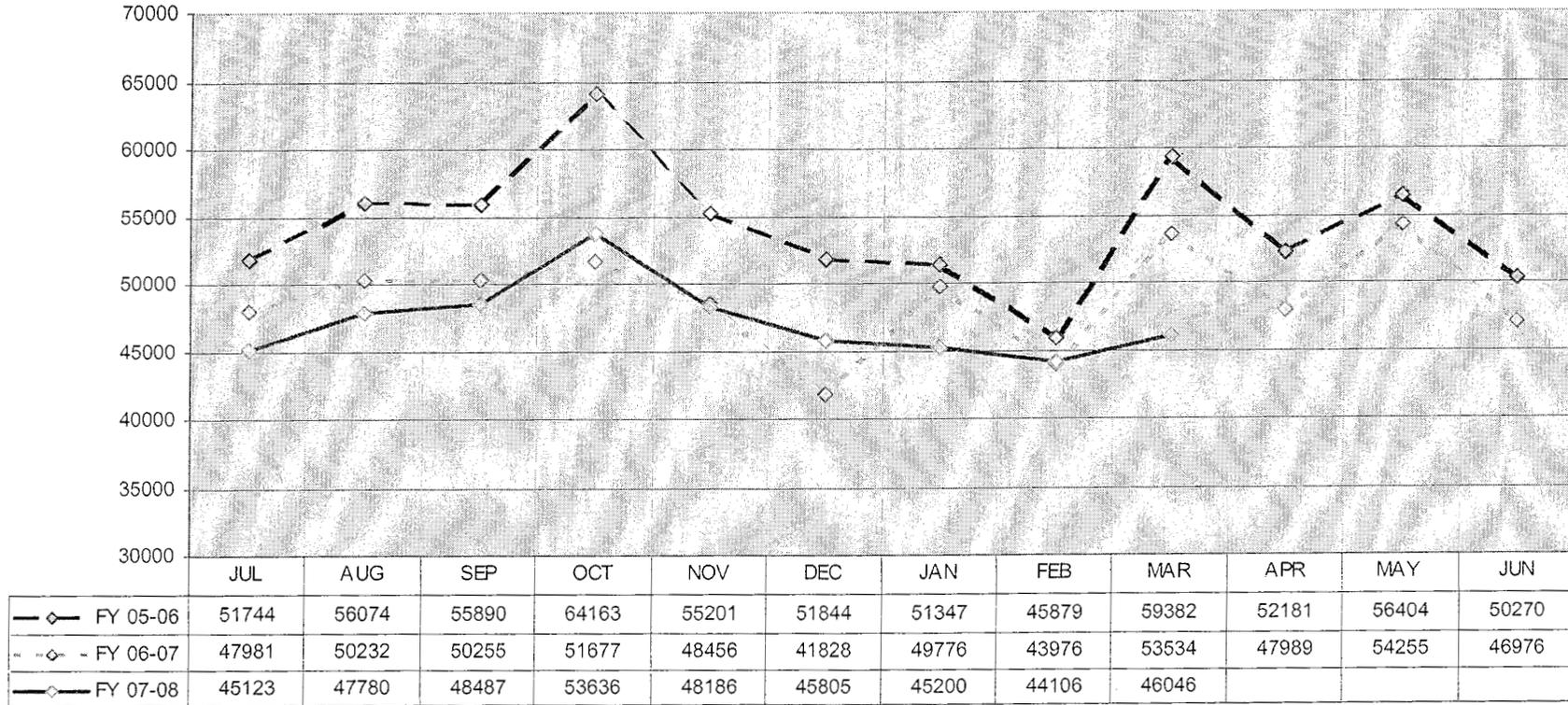


Prepared by April Warnock
6/6/2008

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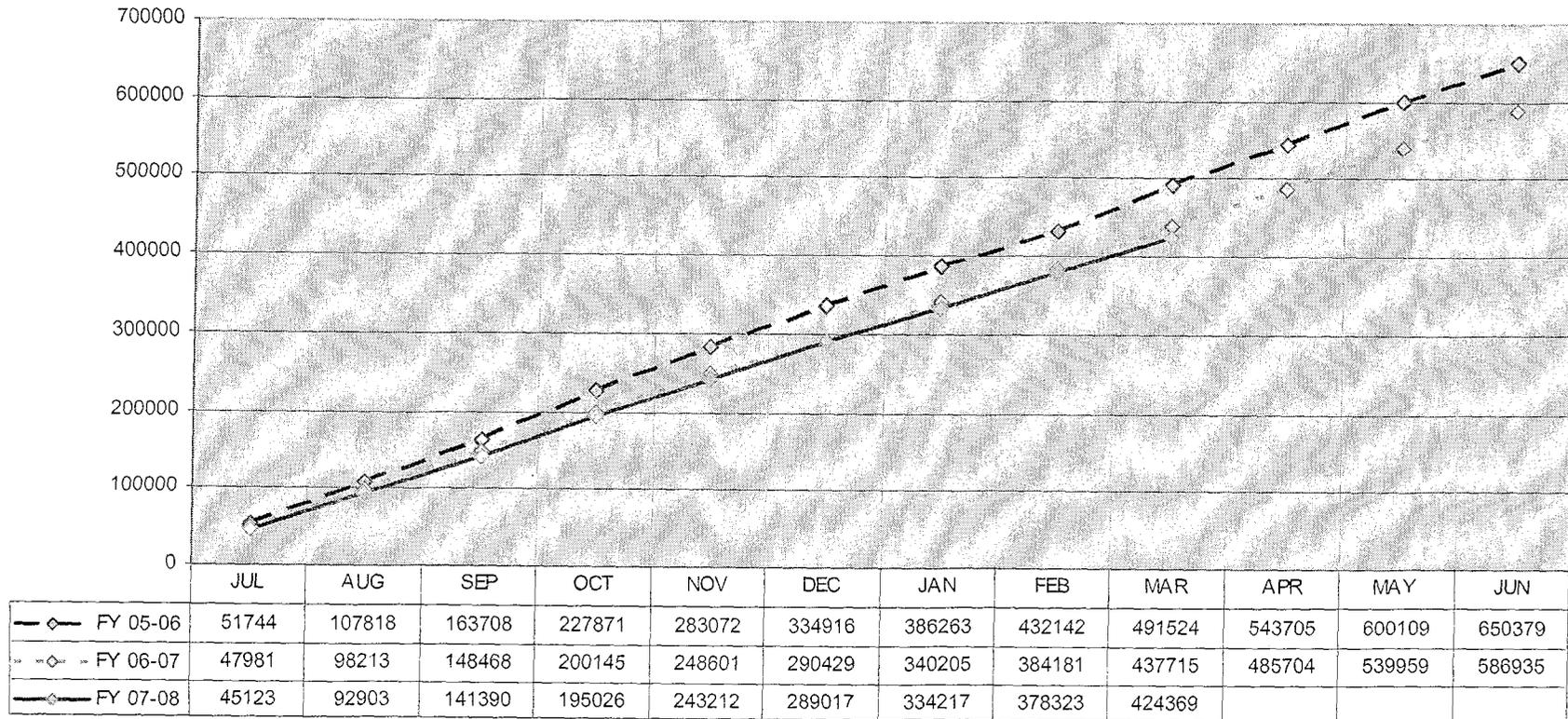
5-5.61

MILEAGE COMPARISON



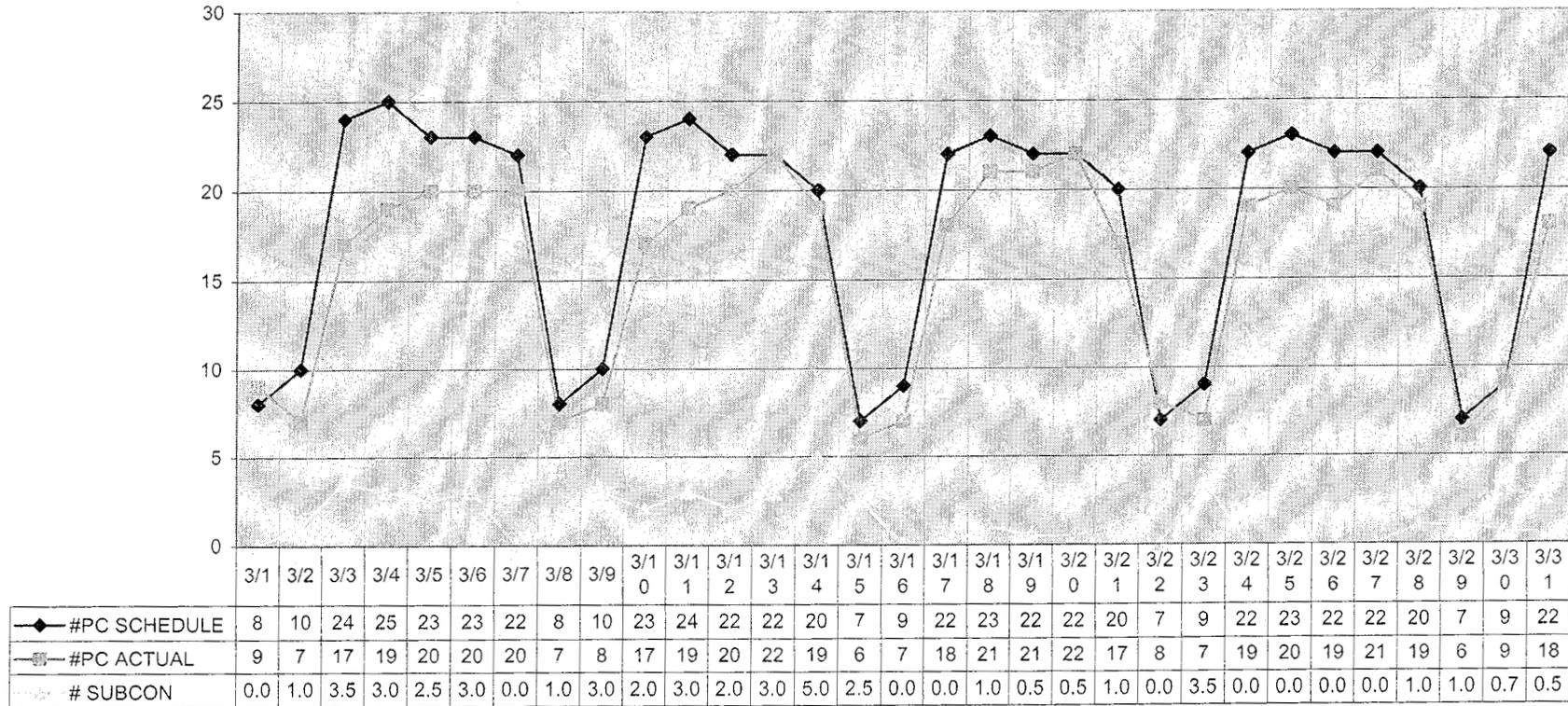
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YEAR TO DATE MILEAGE COMPARISON



5-5.d1

DAILY DRIVERS VS. SUBCONS



5-5.e1

Attachment E

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: June 27, 2008
TO: Board of Directors
FROM: Frank L. Cheng, Project Manager
SUBJECT: CONSIDERATION OF METROBASE STATUS REPORT

I. RECOMMENDED ACTION

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

II. SUMMARY OF ISSUES

- Service Building work
 - METRO has completed relocation of revenue collection to the Service & Fueling Building.
- Maintenance Building
 - West Bay Builders continuing site work on 120 Golf Club Drive property. All major underground piping is complete for the first half of the Maintenance Building.
 - On May 14, 2008, PG&E installed a new pole for usage by METRO for the Maintenance Building. Next step for PG&E is to schedule the installation of a new transformer.
 - Concurrent work with AT&T to utilize the new PG&E pole for routing telecommunication wires.
 - Roof for the first half of the Maintenance Building is complete. Interior work such as windows, walls and insulation are continuing.
- Operations Building
 - METRO requested cost estimates from RNL Design for Re-package, Re-bid & Construction Administration.
 - METRO requested cost estimates from Harris & Associates for Construction Administration & Testing.
 - METRO is waiting for RNL Design to provide demolition package for Operations Building Bus Yard.

III. DISCUSSION

METRO has completed relocation of revenue collection to the Service & Fueling Building. Several items from the existing Operations Building were needed for relocation into the Service & Fueling Building. METRO is also waiting for RNL Design to provide demolition package for the Operations Building Bus Yard for removal of slow-fill CNG and bus wash. This will add more space for bus and vehicle parking.

5-6.1

West Bay Builders is continuing site work on 120 Golf Club Drive. All major underground piping is complete for the first half of the Maintenance Building. Building roof work is complete and interior items such as windows, walls, and insulation are continuing. On May 14, 2008, PG&E installed a new pole for usage by METRO for the Maintenance Building. Next step for PG&E is to schedule the installation of a new transformer on site. Current work with AT&T will utilize new PG&E Pole for routing cabling for communication.

METRO has requested cost estimates from RNL Design for Re-package, Re-bid & Construction Administration for the Operations Building portion of the MetroBase Project. METRO also requested Harris & Associates for Construction Administration & Testing for the Operations Building.

Information 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:

- METRO relocation of revenue collection to the Service & Fueling Building.
- West Bay Builders continuing site work on 120 Golf Club Drive property. Roof complete, working on windows, walls, and insulation.
- PG&E installed new pole and needs to schedule transformer installation.
- METRO requested cost estimates from RNL Design and Harris & Associates for the Operations Building
- METRO waiting for the demolition plan for the Operations Bus Parking area from RNL Design

Previous information regarding the MetroBase Project:

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

- Final Acceptance and release of retention on April 25, 2008.
- Substantial completion on February 14, 2008.
- Notice to Proceed issue effective January 9, 2006 with 365 calendar day construction period.

B. Maintenance Building (IFB 06-01)

- Site work piping and building roof complete. West Bay working on interior items, windows, walls & insulation.
- On May 14, 2008, PG&E installed new pole.
- IFB 06-01 Maintenance Building awarded to West Bay Builders for \$15,195,000.
- Weekly Construction Meetings.

5-6.2

IV. FINANCIAL CONSIDERATIONS

Funds for the construction of the Service & Fueling, and Maintenance Building Components of the MetroBase Project are available within the funds the METRO has secured for the Project.

V. ATTACHMENTS

Attachment: NONE

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

STAFF REPORT

DATE: June 27, 2008

TO: Board of Directors

FROM: Margaret Gallagher, District Counsel

SUBJECT: CONSIDER ADOPTING THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT'S AMENDED RECORDS RETENTION SCHEDULE

I. RECOMMENDED ACTION

Adopt the attached Resolution which sets forth the Amended Records Retention Schedule.

II. SUMMARY OF ISSUES

- Authority for the disposition of the Santa Cruz Metropolitan Transit District's (METRO) records rests with the Board of Directors.
- A consistent approach to the disposition of records is necessary for legal compliance and good business practices.
- There is a need to add the ParaCruz records to the Records Retention Schedule as well as make other modifications to the schedule.
- After review of the Schedule, the Finance Manager updated the finance records list and retention periods.

III. DISCUSSION

The Public Utilities Code vests authority with the Board of Directors to determine if and when a record, map, book or paper in the possession of the METRO or any officer or employee thereof is of no further value to the METRO. When a METRO record is of no further value, the Board of Directors may authorize its sale, destruction or other disposition. In August 1998, the Board of Directors adopted the METRO's first Records Retention Schedule. Since that time, managers have determined that additional records should be added to the schedule.

The ParaCruz program has been taken in-house and the records are to be included under the Operations Department, pursuant to the adoption of these proposed amendments.

After a thorough review of the schedule, the Finance Manager made updates to the list of records and the retention periods, as noted in the attachment. Through adoption of the attached Resolution, METRO records will be maintained and destroyed in a consistent manner.

IV. FINANCIAL CONSIDERATIONS

None.

V. ATTACHMENTS

Attachment A: Resolution Adopting an Amended Records Retention Schedule for the Santa Cruz Metropolitan Transit District

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Regulation Number: AR- 1019B

Computer Title: Recrtsdl.doc

Effective Date: August 21, 1998

Pages: 12

TITLE: RECORDS RETENTION SCHEDULE

Procedure History

REVISION DATE	SUMMARY OF REVISION	APPROVED
August 21, 1998	Implementation of Policy	J. A.
September 17, 1999	Add Amendments to Schedule	J. B.
January 18, 2002	Add Amendments to Schedule	S. A.
March 25, 2005	Add Amendments to Schedule, including title change	M.K.
June 27, 2008	Add ParaCruz records; Revise Finance records and retention periods	

I. POLICY

1.01 It is the policy of the Santa Cruz Metropolitan Transit District (METRO) that records be retained in accordance with federal and state requirements ~~and or~~ when it is in the best interest of the ~~Santa Cruz Metropolitan Transit District~~ METRO to do so.

1.02 Attached is the ~~Santa Cruz Metropolitan Transit District~~ METRO's Records Retention Schedule which details the length of time each record series is to be maintained in department files; how long it is to be maintained in inactive status, if and when such record can be destroyed and the department which is the keeper of the official copy of the record.

1.03 In accordance with California State law, the Board of Directors is solely vested with the power and authority to authorize destruction of ~~Santa Cruz Metropolitan Transit District~~ METRO's records, maps, books or paper that is of no further value to the District.

II. APPLICABILITY

2.01 The Records Retention Schedule shall be followed by every ~~Santa Cruz Metropolitan Transit District~~ METRO employee so that ~~Santa Cruz Metropolitan Transit District~~ METRO will have a consistent policy and procedure for managing its records.

5-7.91

Santa Cruz Metropolitan Transit District
Records Retention Schedule

Record Series Title	Years Active	Years Inactive	Office of Record	Total Yrs. Retention	Comment
APPLICABLE TO ALL DEPARTMENTS:					
DEPARTMENT WORKING PAPERS & DRAFTS	ACT	NA	APPLICABLE GENERATING DEPT.	ACT	
E-MAIL MESSAGES ON SERVERS	WU	NA	APPLICABLE GENERATING /RECEIVING DEPT.	WU	
PROJECT FILES	ACT+04	02	APPLICABLE GENERATING DEPT.	ACT+06	PA,GR
SUBJECT AND REFERENCE MATERIALS	ACT	NA	APPLICABLE GENERATING DEPT.	ACT	
EMPLOYEE FIELD FILE	ACT	02	APPLICABLE GENERATING DEPT.	ACT +02	
GENERAL (DEPARTMENT FILES)	03	02	APPLICABLE GENERATING DEPT.	05	
ADMINISTRATION RECORDS:					
AGENDAS/MINUTES - OTHER AGENCIES	ACT	05	ADM	ACT+05	
BOARD OF DIRECTOR MEETING RECORDS (AGENDA, BOARD REPORTS, BOARD MINUTES)	02	IND	ADM	IND	V, PA
BOARD OF DIRECTOR MEETING TAPE RECORDINGS	ACT	01	ADM	ACT+01 MOIND	
CONFLICT OF INTEREST (BOARD/STAFF)	02	05	ADM	07	
CONTRACT COMPLIANCE FILE	ACT+04	02	ADM	ACT+06	GR
CONTRACTS/AGREEMENTS	ACT+04	IND	ADM	IND	V
CONTRACT PAYMENT/PERF ADMIN DOCUMENTS	ACT+04	IND	ADM	IND	
CONTRACTED SERVICE RECORDS	04	03	ADM	ACT + 07	
CONTRACTS - REAL PROPERTY IMPROVEMENTS	ACT+04	IND	ADM	IND	
COPYRIGHT/TRADEMARK PATENT RECORDS	ACT+01	IND	ADM	IND	

Santa Cruz Metropolitan Transit District
Records Retention Schedule

Record Series Title	Years Active	Years Inactive	Office of Record	Total Yrs. Retention	Comment
ADMINISTRATION RECORDS (CONT.):					
DBE CERTIFICATION RECORDS - APPROVED	ACT+02	04	ADM/PURCH	ACT+06	
DBE CERTIFICATION RECORDS - DENIED	02	01	ADM/PURCH	03	
DISTRICT-WIDE REGULATIONS	ACT	IND	ADM	IND	
ENGINEERING/CONSTRUCTION TECH DOCUMENTS (MOVED FROM OLD PLANNING/MARKETING ENTRY)	ACT+03	LOS+10	ADM	INDLOS+10	To be stored on CD or zip disk
GENERAL SVCS (MAIL/ SUPPLIES/ GRAPHICS)	03	NA	ADM	03	
GRANT MANAGEMENT FILES	ACT+01	02	ADM (Grants)	ACT+03	GR
GRANT RECORDS (GRANT-FUNDED PROJECTS)	ACT+01	02	ADM (Grants)	ACT+03	GR
INSURANCE - CALTIP STUDY SESSION PACKETS, AUDIT REPORTS, AGENDA PACKETS	ACT	03	ADM	ACT+0305	
INTERNAL AUDITS	03	IND	ADM	IND	
INVESTIGATION FILES (INSPECTOR GENERAL)	ACT+02	IND	ADM	IND	
JOINT DEVELOPMENT PROJECT FILES	ACT+01	IND	ADM	IND	
LEASE FILES (INCLUDES PROPERTY MGMT.)	ACT+01	05	ADM	ACT+06	
LEGAL COMPLIANCE DOCS (FTA)	06	IND	ADM (GRANTS)	IND	
MARKETING ACTIVITY RECORDS MOVED FROM OLD PLANNING/MARKETING ENTRY	03	NA	ADM	03	GR - To be stored on CD or zip disk
RTC TRIENNIAL REVIEWS, FTA TRIENNIAL REVIEWS, CUSTOMER SERVICE COMPLAINTS	ACT	IND	ADM	IND	
PLANNING/FORECASTING (5-YR/30-YR.)- MOVED FROM OLD PLANNING/MARKETING ENTRY	ACT+01	IND	ADM	IND	PA - To be stored on CD or zip disk
PROPERTY ACQUISITION (APPRAISAL)	ACT+01	IND	ADM	IND	
PROTEST FILE (CONTRACTS)	ACT+01	02	ADM	ACT+03	GR
PURCHASING (IFB/RFP/SUCCESS BIDS & PROPS)	03	IND	ADM/PURCH	IND	

5-7.93

Santa Cruz Metropolitan Transit District
Records Retention Schedule

Record Series Title	Years Active	Years Inactive	Office of Record	Total Yrs. Retention	Comment
ADMINISTRATION RECORDS (CONT.):					
PUBLIC AFFAIRS (PRESS RELEASES, PHOTOS)	05	IND	ADM	IND	
PURCHASING (UNSUCCESSFUL BIDS & PROPOSALS)	03	NA	ADM/PURCH	03	GR
PURCHASE ORDERS (REGULAR/YEARLY)	03	03	ADM/PURCH	06	GR
PUBLIC MEETING FILES	01	IND	ADM	IND	PA,GR
PUBLIC COMMENT LETTERS	01	IND	ADM	IND	PA,GR
REAL ESTATE GENERAL FILES	ACT+01	IND	ADM	IND	
SRTP MOVED FROM PREVIOUS PLANNING/MARKETING ENTRY	IND	IND	ADM	IND	PA - To be stored on CD or zip disk
TAPE RECORDINGS OF PUBLIC HEARINGS, COMMITTEE MEETINGS AND OTHER MEETINGS OTHER THAN BOARD OF DIRECTORS' MEETINGS (IF RECORDED)	60 DAYS	0	ADM	60 DAYS	
TRAVEL DOCUMENTS/PACKETS	ACT	01	ADM	ACT+0105	
UNIONS - GRIEVANCES, CORRESPONDENCE, ARBITRATION PROCEEDINGS, LABOR AGREEMENTS	ACT	IND	ADM	IND	
VEHICLE REHAB & PURCHASE	ACT + 04	02	ADM	ACT + 04	
WARRANTIES	ACT	IND	ADM	IND	
FACILITY MAINTENANCE RECORDS:					
AIR COMPRESSOR CERTIFICATION	05	01	FAC /FLEET	LOS + 01	
BUILDING BLUEPRINTS AS BUILTS	ACT	01	FAC.	ACT +01	GR
BUILDING SPECS	ACT	01	FAC.	ACT +01	GR
BUILDING WARRANTIES	ACT	01	FAC.	ACT +01	GR
BUS STOP BLUEPRINTS AS BUILTS	ACT	01	FAC.	Act +01	GR
CONSTRUCTION/ENCROACHMENT PERMITS/RIDERS	ACT + 01	LOS + 10	FAC	LOS + 10	LOS

Santa Cruz Metropolitan Transit District
Records Retention Schedule

Record Series Title	Years Active	Years Inactive	Office of Record	Total Yrs. Retention	Comment
FACILITY MAINTENANCE RECORDS (CONT.):					
EMPLOYEE MEDICAL RECORDS - HAZARD EXPOSURE	ACT	IND	FAC	IND	
ENVIRON/ TESTING/ EXPOSURE/ MONITORING REPORT	01	29	FAC	30	
EQUIPMENT WARRANTIES	ACT	01	FAC.	LOS	GR
HAZCOM TRAINING RECORDS	IND	IND	FAC.	IND	
HAZARDOUS MAT. CHEM INV. FORMS (HCS-88)	ACT	IND	FAC	IND	
HAZARDOUS WASTE MANIFEST FORMS	03	IND	FAC	IND	
MATERIAL SAFETY DATA SHEETS	ACT	IND	FAC	IND	
NOISE EXPOSURE/ AUDIOMETRIC TESTING	02	IND	FAC	IND	
RELEASE REPORT	03	01	FAC	04	
UNDERGROUND STORAGE TANK PERMITS	ACT +01	LOS +01	FAC	IND	
FINANCE RECORDS:					
ACCTS PAYABLE & RECEIV VOUCHERS/ INVOICES	0201	06	FINANCE	0807	GR
ACCT INFORMATION RPTS	02-01	0806	FINANCE	1007	
ACCT JOURNAL/ LEDGERS	0201	0806	FINANCE	1007	V
ACCRUAL ADJUSTMENT REPORTS	01	0406	FINANCE	0207	
ADMIN COMP TIME, FLOATING HOLIDAY BALANCE REPORT	02-01	0406	FINANCE	0607	
ANNUAL LEAVE, SICK LEAVE, PERSONAL LEAVE BALANCE REPORT	0201	0406	FINANCE	0607	
ASSETS RECONCILIATION TO PHYSICAL COUNT	ACT	03	FINANCE	ACT +03	GR
ATTENDANCE REGISTER	0201	0405	FINANCE	06	
ATTRIBUTABLE INCOME REPORTS	0402	01	FINANCE	0203	

Santa Cruz Metropolitan Transit District
Records Retention Schedule

Record Series Title	Years Active	Years Inactive	Office of Record	Total Yrs. Retention	Comment
FINANCE RECORDS (CONT.):					
BAD DEBTS/UNCOLLECTABLE ACCT RECORDS	ACT+03 01	0306	FINANCE	ACT+0607	
BANK STATEMENTS	0201	0406	FINANCE	0607	
BANKING (DEPOSITS/CANCELLED CHECKS)	0201	0406	FINANCE	0607	
BOND/DEBENTURE/INVESTMENT RECORDS	ACT+03	IND	FINANCE	IND	V
BUDGET (ANNUAL)	ACT+01 02	IND	FINANCE	IND	PA
BUDGET (ANNUAL) SUPPORT DOCUMENTS	ACT +0202	NA	FINANCE	ACT+0202	
CASH RECEIPT LEDGER	0201	0406	FINANCE	0607	
DEED OF TRUST	IND	NA	FINANCE	IND	LOS
DEDUCTIONS LIST FICHE	ACT	IND	FINANCE	ACT	
DEDUCTIONS MASTER LOG FILE SUMMARY	01	01	FINANCE	02	
EARNINGS HISTORY FICHE	ACT	IND	FINANCE	IND	
EARNINGS LIST FICHE	ACT	IND	FINANCE	IND	
EMPLOYEE MASTER LOG FILE SUMMARY	01	01	FINANCE	02	
EMPLOYEE PAYROLL DATA (ON MICROFICHE)	ACT	IND	FINANCE	IND	
EMPLOYEE PAYROLL FILE	ACT+01	IND	FINANCE	IND	
FIXED ASSET INVENTORY LISTING	ACT	03	FINANCE	ACT +03	GR
FIXED ASSET RECORDS - PERMANENT	ACT+01	IND	FINANCE	IND	
FINANCE GENERAL	0301	NA02	FINANCE	03	
FINANCIAL AUDITS (EXTERNAL)	1001	IND	FINANCE	IND	V
HEALTH DEDUCTIONS RECORDS	01	01	FINANCE	02	
HOURS ACCUMULATOR REPORT	01	01	FINANCE	02	
INSURANCE (POLICIES/ AMENDMENTS)	ACT+01	IND	FINANCE	IND	V
HARTFORD SUPPLEMENTAL LIFE DEDUCTIONS RECORDS	01	01	FINANCE	02	

Santa Cruz Metropolitan Transit District
Records Retention Schedule

Record Series Title	Years Active	Years Inactive	Office of Record	Total Yrs. Retention	Comment
FINANCE RECORDS (CONT.):					
LOBBYIST REPORTS (QUARTERLY)	02	05	FINANCE	07	
MASTER FILE FICHE	ACT	IND	FINANCE	IND	
METRO HOURS REPORT	01	03	FINANCE	04	
NOTICE - PAY RATE FOR BUS OPERATORS	01	01	FINANCE	02	
NOTICE - PAY RATE FOR MANAGEMENT	01	01	FINANCE	02	
NOTICE - PAY RATE FOR PSA	01	01	FINANCE	02	
NOTICE - PAY RATE FOR SEA	01	01	FINANCE	02	
NOTICE - PAY RATE FOR VMU	01	01	FINANCE	02	
PAYROLL ADJUSTMENTS REPORTS	01	01	FINANCE	02	
PAYROLL INTERFACE	02	04	FINANCE	06	
PAYROLL RECORDS - DUBOIS	ACT	IND	FINANCE	IND	
PAYROLL REGISTER	02	04	FINANCE	06	
PENSION SUMMARY INFORMATION	ACT	IND	FINANCE	IND	
PERS FILES INCLUDING VARIOUS MEMBER STATEMENT DATA	0201	NA01	FINANCE	02	
PSA UNION DUES NOTICES	01	01	FINANCE	02	
SALES TAX ALLOCATION (ON MICROFICHE)	0301	IND	FINANCE	IND	
SEA UNION DUES NOTICES	01	01	FINANCE	02	
SEIU LOCAL 415 UNION COPE DEDUCTIONS	01	01	FINANCE	02	
SIGNATURE LOG FOR PAY WARRANTS	01	01	FINANCE	02	
STATE DISABILITY INSURANCE RECORDS	01	01	FINANCE	02	
STATUS CHANGE REPORTS	01	NA	FINANCE	01	
TIME BANK RECORDS	ACT	IND	FINANCE	ACT	
TIME SHEETS	0201	IND	FINANCE	IND	GR

5-7.97

Santa Cruz Metropolitan Transit District Records Retention Schedule

TRUST WARRANT CLAIMS	01	01	FINANCE	02	
Record Series Title	Years Active	Years Inactive	Office of Record	Total Yrs. Retention	Comment
FINANCE RECORDS (CONT.):					
UTU LOCAL 23 UNION BILL BACKS RECORDS	01	01	FINANCE	02	
UNION UTU LOCAL 23 CORRESPONDENCE	ACT	01	FINANCE	ACT+01	
UNION UTU LOCAL 23 INSURANCE NOTICES	01	01	FINANCE	02	
UNION UTU LOCAL 23 TPEL NOTICES	01	01	FINANCE	02	
UTU LOCAL 23 UNION DUES NOTICES	01	01	FINANCE	02	
VEHICLE TITLES	IND	NA	FINANCE	IND	LOV
VMU UNION DUES NOTICES	01	01	FINANCE	02	
WIRE TRANSFER BOOKS	0201	0203	FINANCE	04	V
FLEET MAINTENANCE RECORDS:					
ACCIDENT APPRAISAL REPORTS (COPIES)	01	06 MO	FLEET	18 MO	
AIR COMPRESSOR CERTIFICATION	05	01	FLEET/FAC	01	
BLUE FUEL CARDS	03 MO	10 MO	FLEET	01 YR/01 MO	
DAILY FUEL/SERVICING	03 MO	10 MO	FLEET	01YR/ 01 MO	
DAILY SHIFT ATTENDANCE RECORD (DSAR'S) ORIGINALS IN FLEET	01 MO	01	FLEET	01	
DRIVER'S LICENSE PULL NOTICE & DMV RECORDS	ACT+01	01	OPS, FLEET	01	
DRIVER VEHICLE CHECK SHEET ORIGINALS	06 MO	NA	FLEET	06 MO	
EMPLOYEE ATTENDANCE RECORDS ORIGINALS IN FLEET MAINT.	01	07	FLEET	07	
FLEET MAINTENANCE PLAN ONLY	05	IND	FLEET	05	
INSPECTION FORMS (A-E) ORIGINALS	03 MO	02	FLEET	02	
INVENTORY COUNTS	01	07	FLEET	07	
INVENTORY VALUATIONS (MO END/YR END)	01	07	FLEET	07	

5-7.98

Santa Cruz Metropolitan Transit District
Records Retention Schedule

LICENSES/PERMITS (VEHICLES)	ACT	03	FLEET	ACT+03	
Record Series Title	Years Active	Years Inactive	Office of Record	Total Yrs. Retention	Comment
FLEET MAINTENANCE RECORDS (CONT.):					
MONTH END REPORTS	01	07	FLEET	ACT + 07	
REQUESTS FOR TIME OFF (RTO'S)	03 MO	01	FLEET	01	
UNDERGROUND STORAGE TANK REPORTS	01	IND	FLEET	IND	
VEHICLE HISTORIES	ACT	05	FLEET	ACT + 0 5	
VEHICLE OPACITY READINGS	01	01	FLEET	02	
VEHICLE REGISTRATION	ACT	ACT	FLEET	ACT	
VEHICLE WARRANTIES IN VEHICLE FILES	ACT	05	FLEET	ACT + 05	
WORK ORDERS	03 MO	15 MO	FLEET	18 MO	DISCARDED
HUMAN RESOURCES RECORDS:					
BENEFITS/INSURANCE PLANS	ACT	10	HR	ACT+10	V
COMPLAINT FILES EEOC/DFEH	ACT	05	HR	ACT+05	
DISCIPLINARY APPEALS/GRIEVANCES (LEVELS 1 AND 2; ARBITRATION)	ACT	04	HR	ACT+04	
DOCUMENTATION OF REFUSALS OF REQUIRED ALCOHOL/DRUG TESTS	05	01	HR	06	
DRUG & ALCOHOL COLLECTION & EMPLOYEE TRAINING	02	01	HR	03	
DRUG & ALCOHOL FOLLOW-UP TEST RESULTS AND SCHEDULES	05	01	HR	06	
DRUG & ALCOHOL INSPECTION, MAINTENANCE AND CALIBRATION OF EBTS	02	01	HR	03	
DRUG & ALCOHOL NEGATIVE TEST RESULTS	01	01	HR	02	V
DRUG & ALCOHOL POSITIVE TEST RESULTS	05	01	HR	06	
DRUG & ALCOHOL SAP & MIS REPORTS SUBMITTED TO FTA	05	01	HR	06	
DRUG & ALCOHOL TEST RESULTS	03	01	HR	04	

5-7.99

Santa Cruz Metropolitan Transit District Records Retention Schedule

FROM PREVIOUS EMPLOYERS					
EEO/AA PLAN	ACT	05	HR	ACT+05	
Record Series Title	Years Active	Years Inactive	Office of Record	Total Yrs. Retention	Comment
HUMAN RESOURCES RECORDS (CONT.):					
EMPLOYEE ACCIDENT/INJURY (W/C)	ACT	05	HR	ACT+05	
EMPLOYEE BENEFIT FILE	ACT	10	HR	ACT+10	
EMPLOYEE FILE	ACT	07	HR	ACT +07	
EMPLOYEE SELECTION LISTS	03	07	HR	10	
I-9 FORMS	ACT	03	HR	ACT +03	
JOB FLYERS	02	02	HR	04	
LABOR CONTRACTS	ACT	IND	HR	IND	V
LABOR NEGOTIATION FILES	ACT+03	IND	HR	IND	
OSHA 300 LOG & SUMMARY	06	NA	HR	06	
SALARY SCHEDULE RECORDS	03	03	HR	06	
TRAINING/EMPLOYEE DEVELOPMENT FILES	ACT	03	HR	ACT+03	
LEGAL RECORDS:					
CLAIM/LITIGATION CASE FILES	ACT+01	09	LEGAL	ACT+10	
COLLECTION FILES	ACT	05	LEGAL	ACT +05	
COURT ORDER/AGENCY COMPLIANCE DOCUMENTS	ACT	09	LEGAL	ACT+10	
LEGAL OPINIONS	IND	IND	LEGAL	IND	
LEGAL SERVICE COPIES (SUBPOENAS; DECLARATIONS; RECORDS REQUESTS)	ACT + 01	NA	LEGAL	ACT +01	
RECORDS RETENTION SCHEDULE	ACT	IND	LEGAL	IND	
IT RECORDS:					
EMAIL MESSAGES ON SERVERS	01 MO	NA	IT	01 MO	
OPERATIONS RECORDS:					
DRIVER'S LICENSE & VTT TRAINING RECORDS	ACT	NA	OPS	IND	
HEADWAYS-	ACT+01	IND	OPS	IND	To be stored on CD or zip disk

Santa Cruz Metropolitan Transit District Records Retention Schedule

OPERATORS DAILY TIME RECORDS & PAYROLL	01	05	OPS	06	
Record Series Title	Years Active	Years Inactive	Office of Record	Total Yrs. Retention	Comment
OPERATIONS RECORDS (CONT.):					
OPERATIONS CONTROL CENTER TAPES	01	NA	OPS	01	
OPERATIONS EQUIPMENT DAMAGE RPT.	01	06	OPS	06	
OPERATIONS PLANNING LINE FILES MOVED FROM OLD PLANNING/MARKETING ENTRY	ACT	03	OPS	ACT+03	To be stored on CD or zip disk
OPERATIONS SCHEDULING RECORDS	02	05	OPS	10	
OPERATIONS PULLOUT SHEETS	01 MO	05	OPS	10	
OPS CTRL CTR DIV TELEPHONE TAPES	03	IND	OPS	IND	
OPS NEWSLETTERS/OPS STAFF MEMOS	03	IND	OPS	IND	
OPERATIONS SAFETY & TRAINING RECORDS	05	NA	OPS	05	
PASS SELLERS RECORDS MOVED FROM OLD PLANNING/MARKETING ENTRY	01	02	OPS	03	To be stored on CD or zip disk
TELEPHONE AND RADIO RECORDINGS	01	01	OPS	02	
VEHICLE ACCIDENT/INCIDENT REPORTS	01 MO	10	OPS	10	
VIDEO SECURITY RECORDINGS	30 DAYS	0	OPS	30 DAYS	
PARACRUZ: (OPERATIONS RECORDS)					
PERSONNEL FILES	ACT	07	PARACRUZ	ACT+07	
PAYROLL RECORDS	ACT	IND	PARACRUZ	IND	
ACCIDENT REORTS	ACT	05	ADM/ PARACRUZ	ACT+05	
VIDEO RECORDINGS	30 DAYS	00	PARACRUZ	30 DAYS	Stored on a DVR until overwritten
TELEPHONE RECORDINGS	01	01	PARACRUZ	02	
MANIFESTS	01	05	PARACRUZ	06	
DAILY PASSENGER LISTS	01	05	PARACRUZ	06	
ALPHA LISTS	01	02	PARACRUZ	03	
CUSTOMER SERVICE REPORTS	01	IND	PARACRUZ	IND	
SUBSCRIPTION RIDE RECORDS	02	06	PARACRUZ	08	
ADA FILES	03	02	PARACRUZ	05	

Santa Cruz Metropolitan Transit District
Records Retention Schedule

Record Series Title	Years Active	Years Inactive	Office of Record	Total Yrs. Retention	Comment
PARACRUZ: (OPERATIONS RECORDS CONT.)					
ADA files (1991-2003)	03	02	PARACRUZ	05	
APPEALS RECORDS	ACT	04	ADMIN/ PARACRUZ	ACT+04	
DAILY ASSESSMENT CALENDAR	01	02	ADMIN/ PARACRUZ	03	
IMMEDIATE NEED REQUESTS	01	02	ADMIN/ PARACRUZ	03	
VISITOR STATUS REQUESTS	01	02	ADMIN/ PARACRUZ	03	
MONTHLY RECERTIFICATION NOTICES	01	02	ADMIN/ PARACRUZ	03	
PROCESSED RECERTIFICATIONS	01	02	ADMIN/ PARACRUZ	03	

5-7.9.12

Santa Cruz Metropolitan Transit District Records Retention Schedule

<u>CODES:</u>	<u>DEFINITIONS:</u>
ACT =	WHILE ACTIVE (INCLUDES "VEHICLE LIFE")
ADM =	ADMINISTRATION DEPARTMENT
DEPT =	DEPARTMENT
FAC =	FACILITIES MAINTENANCE DEPARTMENT
FINANCE =	FINANCE DEPARTMENT
FLEET =	FLEET MAINTENANCE DEPARTMENT
GR =	IF GRANT-FUNDED (KEEP FOR 3 YEARS AFTER CLOSE OF GRANT)
HR =	HUMAN RESOURCES DEPARTMENT
IND =	INDEFINITE
LEGAL =	LEGAL DEPARTMENT
LOS =	LIFE OF SYSTEM
LOV =	LIFE OF VEHICLE
IT =	INFORMATION TECHNOLOGY
MO =	MONTH
NA =	NOT APPLICABLE
OPS =	OPERATIONS DEPARTMENT
PA =	POTENTIALLY ARCHIVAL
PURCH =	PURCHASING
UC =	UPON COMPLETION
V =	VITAL RECORD
WC =	WHEN CREATED
WU =	WHEN USEFUL
YRS =	YEARS

5-7.2.13

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: June 27, 2008
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

None

TWENTY-FIVE YEARS

None

THIRTY YEARS

Lucere Whitney, Bus Operator

b.a.l

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: June 27, 2008
TO: Board of Directors
FROM: Angela Aitken, Finance Manager
SUBJECT: CONSIDERATION OF RESOLUTION APPROVING FY09 AND FY10 FINAL BUDGET

I. RECOMMENDED ACTION

Staff recommends that the Board of Directors adopt a resolution approving the FY09 and FY10 Final Budget as presented.

II. SUMMARY OF ISSUES

- The FY09 and FY10 Final Budget is a new two-year budget. The Board of Directors adopted the last two-year budget in June of 2006 for FY07 and FY08.
- The proposed two-year **FY09 and FY10 Final Operating Budget** Total Revenues are \$38,424,532 and \$39,739,717 respectively. The corresponding Total Expenses are \$38,933,457 and \$39,739,717 respectively. This two-year budget is balanced over a two (2) year period of time with a deficit in FY09 of \$508,925 carried over to FY10 and then balanced in FY10 with \$2,593,413 of Operating Reserves.
- Major **Operating Revenue** assumptions in the FY09 and FY10 Final Budget include:
 - 2% increase in Passenger Fares (fare box revenue) for FY09 and FY10
 - 7.4% increase in FY09 and 9.3% increase in FY10 for Special Transit Fares such as the UCSC and Cabrillo contracts
 - 8.4% increase in Paratransit Fares for FY09 and 2.4% increase in FY10 due to rides we are now required to provide for dialysis patients
 - A significant decrease in Interest Income over the level in the projected budget for FY08
 - .3% increase in Sales Tax revenue over the same projected revenue in FY08 and a 3% increase in FY10
 - The projected amount for the Transportation Development Act (TDA) allocation reflects a 5.3% decrease in FY09 over the current year allocation from the Santa Cruz County Regional Transportation Commission (SCCRTC). This represents the FY09 allocation proposed by the SCCRTC staff. A 3% increase is projected in FY10 similar to the Sales Tax revenue.

- Major balancing actions for **Operating Expenses** in the FY09 and FY10 Final Operating Budget include:
 - The full use of Federal Operating Assistance utilized to the maximum extent in both years; as has been done in previous budgets
 - The addition of three (3) Full time Equivalents (FTE) in Dept 3300 (Bus Operators) to sustain current level of service due to the amount of leaves employees are allowed to take by law
 - A one (1) year Management Compensation plan with a 2.5% increase
 - The use of Carryovers - \$2,058,086 in FY09; (\$508,925) in FY10
 - Eliminate funding for two (2) vacant positions – Vehicle Service Worker II and Lead Mechanic Day – Unit Rebuild
 - Projecting retirements and lower cost replacements
 - Assistant General Manager budgeted in FY09 for first six (6) months; not funded in last six (6) months of FY09 and all of FY10
 - Current Maintenance Manager retiring October 2008; new Maintenance Manager funded at lower level in last six (6) months of FY09 and all of FY10
 - Twelve (12) Bus Operators to retire after 6 months of FY09; another twelve (12) to retire after six (6) months of FY10; new Bus Operators funded at a lower level, in the corresponding months of FY09 and FY10
 - Transfers from reserves specifically for Retiree Payouts are \$167,413 in FY09 and \$103,017 in FY10.
 - \$150,000 transferred from the Insurance Reserves for Legal Settlements in FY09 and FY10, as has been done in previous operating budgets
 - Transfer \$2,593,413 from Operating Reserves to balance the two-year final budget in FY10
- The FY09 Final **Capital Budget** totals \$34,007,183, requiring \$10,556,100 from District Reserves and \$5,493,000 from State Transit Assistance (STA) funding to fund local projects

III. DISCUSSION

The Board of Directors must adopt a FY09 and FY10 Final Budget by June of 2008. The FY09 and FY10 Final Budget is a new two-year budget. The Board of Directors adopted the last two-year budget in June of 2006 for FY07 and FY08.

A. Operating Revenues

The proposed two-year **FY09 and FY10 Final Operating Budget** Total Revenues are \$38,424,532 and \$39,739,717 respectively. The corresponding Total Expenses are \$38,933,457 and \$39,739,717 respectively. This two-year budget is balanced over a two (2) year period of time with a deficit in FY09 of \$508,925 carried over to FY10 and then balanced in FY10 with \$2,593,413 of Operating Reserves.

Fare Revenue accounts have been projected based on data through February 2008. A 2% increase in Passenger Fares (fare box revenue) is projected for FY09 and FY10. Increases of 7.4% in FY09 and 9.3% in FY10 are projected for Special Transit Fares such as the UCSC and Cabrillo contracts. These contracts have built in CPI adjustments.

Paratransit Fares account has been increased by the amount of fares estimated from the dialysis rides we will now be required to perform. An 8.4% increase is projected for FY09 and 2.4% in FY10.

Interest Income is projected to have a significant decrease over the level in the projected budget for FY08 due to the principal being spent on MetroBase and a lower than budgeted interest rate projected from the County.

Sales Tax Revenues have been projected at a .3% increase over FY08 projected receipts and a 3% increase in FY10. These projections are based on actual sales tax receipts for the first eight (8) months of FY08, projections from the April 2008 report from the State Board of Equalization, and many other economic indicators from local County agencies, surrounding Cities and a neighboring transit agency. Staff projects that during FY10, the economy will start to recover.

TDA Funding is budgeted in the amount of \$5,978,465 in FY09; a 5.3% decrease from the FY08 allocation amount from the SCCRTC. This budgeted amount will require the approval of the SCCRTC and the Santa Cruz Auditor Controller. A 3% increase is projected in FY10 similar to the Sales Tax revenue.

The fourth and fifth installments for repayment of the \$350,000 one-time advance of the **FTA Operating Assistance** drawn in FY05 for Paratransit start-up costs is shown as a reduction in FTA Sec 5307 - Operating Assistance in the amount of \$70,000 each year. This is being paid back over five years with our final payment being in FY10.

Transfers include:

- The use of Carryovers - \$2,058,086 in FY09; (\$508,925) in FY10
- \$150,000 transferred from the Insurance Reserves for Legal Settlements in FY09 and FY10, as has been done in previous operating budgets
- \$2,593,413 from Operating Reserves to balance the two-year final budget in FY10
- Transfers from reserves specifically for Retiree Payouts of \$167,413 in FY09 and \$103,017 in FY10.

A **Transfer from Capital Reserves** of \$115,830 in FY09 and \$119,305 in FY10 is being shown to cover the Project Manager costs (salary and benefits). The expenses of the position will be capitalized as part of the grant-funded project. The Board of Directors approved the Project Manager position for the MetroBase project and these expenses are included in the operating budget for payroll purposes.

B. Operating Expenses

Operating Expenses are projected to be above the projected FY08 budget by 9.5% in FY09 and 2.1% in FY10. The major increases are due to increases included in the current union contracts, increased medical and retirement costs as well as fuel and maintenance expenses for FY09 and FY10.

The Final Operating Budget amounts for Casualty and Liability Insurance are estimates only, since the actual billings will not be received until July.

Significant Departmental Expense changes include:

- Decrease of 15.8% (\$271,595) in Admin due to movement of negotiation expenses to HR, movement of lease, utility and telecommunication expenses to Facilities Maint, and elimination of the Assistant General Manager position after the first six (6) months of FY09
- Increase of 23.7% (\$147,635) in HR is due to negotiation expenses being moved from Admin to HR, increased costs related to position advertising, and increased District wide training
- Increase of 80.3% (\$1,131,971) in Facilities Maint is due to movement of most utilities and leases from individual departments to the Facilities Maint Dept to consolidate these expenses in one department for better tracking purposes
- Increase of 11.8% (\$446,267) in Paratransit partially due to additional dialysis rides we are now required to perform, partially due to increased fuel costs and partially from the vehicle maintenance expenses we are incurring due to the advanced age of our Paratransit fleet

- Increase of 9.1% (\$718,865) in Fleet Maintenance partially due to increased fuel costs and partially due to maintenance expenses on our vehicles that are no longer on warranty

Major balancing actions for **Operating Expenses** in the FY09 and FY10 Final Operating Budget include:

- The full use of Federal Operating Assistance utilized to the maximum extent in both years; as has been done in previous budgets
- The addition of three (3) Full time Equivalents (FTE) in Dept 3300 (Bus Operators) to sustain current level of service due to the amount of leaves employees are allowed to take by law
- A one (1) year Management Compensation plan with a 2.5% increase
- The use of Carryovers - \$2,058,086 in FY09; (\$508,925) in FY10
- Eliminate funding for two (2) vacant positions – Vehicle Service Worker I and Lead Mechanic Day – Unit Rebuild
- Projecting retirements and lower cost replacements:
 - Assistant General Manager budgeted in FY09 for first six (6) months; not funded in last six (6) months of FY09 and all of FY10
 - Current Maintenance Manager retiring October 2008; new Maintenance Manager funded at lower level last part of FY09 and all of FY10
 - Twelve (12) Bus Operators to retire after 6 months of FY09; another twelve (12) to retire after six (6) months of FY10; new Bus Operators funded at a lower level in the corresponding months of FY09 and FY10

C. Capital Budget

The FY09 Final **Capital Budget** totals \$34,007,183, requiring \$10,556,100 from District Reserves and \$5,493,000 from State Transit Assistance (STA) funding to fund local projects.

IV. FINANCIAL CONSIDERATIONS

The FY09 and FY10 Final Operating Budget, as presented, is balanced over the two-year period of time it covers through the use of reserves and carryover funding due to projected operating revenues not covering projected operating expenses.

The FY09 Final Capital Budget requires \$16,049,100 in District funding which is available from District Capital Reserves and STA funding.

V. ATTACHMENTS

- Attachment A:** FY09 and FY10 Budget Resolution
- Attachment B:** FY09 and FY10 Final Operating Budget
- Attachment C:** FY09 and FY10 Final Authorized and Funded Personnel
- Attachment D:** FY09 Final Capital Budget
- Attachment E:** FY09 Board Member Travel
- Attachment F:** FY09 and FY10 Employee Incentive Program
- Attachment G:** Schedule of Reserve Balances
- Attachment H:** FY09 Special Shuttle Rate
- Attachment I:** FY09 Management Compensation Plan

ATTACHMENT A

FY09 and FY10

BUDGET RESOLUTION

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

Resolution No. _____
On the Motion of Director _____
Duly Seconded by Director _____
The following Resolution is adopted:

**A RESOLUTION OF THE
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
ADOPTING A BUDGET FOR FISCAL YEARS 2009 AND 2010**

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

WHEREAS, a budget for Capital and Operating expenses and revenues has been developed for fiscal years 2009 and 2010;

NOW, THEREFORE, BE IT RESOLVED, that the budget attached hereto as Attachment B – Attachment I and presented to the Board of Directors is hereby adopted.

PASSED AND ADOPTED this 27th day of June 2008, by the following vote:

AYES: Directors -

NOES: Directors -

ABSENT: Directors -

ABSTAIN: Directors -

Approved _____
JAN BEAUTZ
Board Chair

ATTEST _____
LESLIE R. WHITE
General Manager

APPROVED AS TO FORM:

MARGARET GALLAGHER
District Counsel

7.a2

ATTACHMENT B

FY09 and FY10

FINAL OPERATING BUDGET

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
REVENUE SOURCES**

REVENUE SOURCE	ACTUAL FY 07	FINAL BUDGET FY08	ACTUAL 2/29/08 FY 08	PROJECTED BUDGET FY 08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
1 Passenger Fares	\$ 3,406,079	\$ 3,450,078	\$ 2,318,601	\$ 3,450,078	\$ 43,999	1.3%	\$ 3,519,080	2.0%	\$ 3,589,461	2.0%
2 Special Transit Fares	\$ 2,837,936	\$ 2,823,253	\$ 1,886,751	\$ 3,050,000	\$ 212,064	7.5%	\$ 3,275,000	7.4%	\$ 3,578,000	9.3%
3 Paratransit Fares	\$ 229,100	\$ 249,600	\$ 150,479	\$ 229,644	\$ 544	0.2%	\$ 248,907	8.4%	\$ 254,885	2.4%
4 Highway 17 Fares	\$ 818,902	\$ 843,723	\$ 550,433	\$ 842,000	\$ 23,098	2.8%	\$ 852,000	1.2%	\$ 877,000	2.9%
5 Highway 17 Payments	\$ 438,482	\$ 462,526	\$ 330,606	\$ 509,000	\$ 70,518	16.1%	\$ 548,000	7.7%	\$ 583,000	6.4%
6 Commissions	\$ 5,695	\$ 6,000	\$ 3,261	\$ 5,372	\$ (323)	-5.7%	\$ 5,479	2.0%	\$ 5,589	2.0%
7 Advertising Income	\$ 243,273	\$ 145,000	\$ 181,675	\$ 236,774	\$ (6,499)	-2.7%	\$ 92,400	-61.0%	\$ 150,000	62.3%
8 Rent Income - SC Pacific Station	\$ 85,935	\$ 85,040	\$ 52,290	\$ 81,803	\$ (4,132)	-4.8%	\$ 83,030	1.5%	\$ 84,275	1.5%
9 Rent Income - Watsonville TC	\$ 50,644	\$ 49,486	\$ 29,092	\$ 45,758	\$ (4,886)	-9.6%	\$ 46,216	1.0%	\$ 46,678	1.0%
10 Interest Income	\$ 1,327,929	\$ 1,076,000	\$ 727,076	\$ 900,000	\$ (427,929)	-32.2%	\$ 300,000	-66.7%	\$ 300,000	0.0%
11 Other Non-Transp Revenue	\$ 314,239	\$ 283,000	\$ 127,757	\$ 136,000	\$ (178,239)	-56.7%	\$ 132,000	-2.9%	\$ 132,000	0.0%
12 Sales Tax	\$ 17,652,773	\$ 17,624,453	\$ 11,889,556	\$ 17,207,933	\$ (444,840)	-2.5%	\$ 17,264,719	0.3%	\$ 17,782,660	3.0%
13 Transp Dev Act (TDA) Funds	\$ 6,165,834	\$ 6,362,037	\$ 3,181,018	\$ 6,313,334	\$ 147,500	2.4%	\$ 5,978,465	-5.3%	\$ 6,157,819	3.0%
14 FTA Sec 5307 - Op Assistance	\$ 3,200,226	\$ 3,223,552	\$ 3,223,552	\$ 3,223,552	\$ 23,326	0.7%	\$ 3,496,293	8.5%	\$ 3,643,137	4.2%
15 Repay FTA Advance (#4 and #5 of 5)	\$ (70,000)	\$ (70,000)	\$ (70,000)	\$ (70,000)	\$ -	0.0%	\$ (70,000)	0.0%	\$ (70,000)	0.0%
16 FTA Sec 5311 - Rural Op Asst	\$ 168,582	\$ 149,335	\$ 149,335	\$ 149,335	\$ (19,247)	-11.4%	\$ 161,615	8.2%	\$ 168,403	4.2%
SUBTOTAL REVENUE	\$ 36,875,629	\$ 36,763,083	\$ 24,731,482	\$ 36,310,582	\$ (565,047)	-1.5%	\$ 35,933,203	-1.0%	\$ 37,282,908	3.8%
ONE-TIME REVENUES										
17 FTA Sec 5317 - New Freedom	\$ -	\$ 17,785	\$ 17,785	\$ 17,785	\$ 17,785	100.0%	\$ -	-100.0%	\$ -	0.0%
18 AMBAG Funding	\$ -	\$ 100,000	\$ 15,997	\$ 43,746	\$ 43,746	100.0%	\$ -	-100.0%	\$ -	0.0%
SUBTOTAL ONE-TIME REVENUES	\$ -	\$ 117,785	\$ 33,782	\$ 61,531	\$ 61,531	100.0%	\$ -	-100.0%	\$ -	0.0%
TRANSFERS										
19 Carryover from Previous Year	\$ (649,817)	\$ 911,228	\$ -	\$ 911,228	\$ 1,561,045	-240.2%	\$ 2,058,086	125.9%	\$ (508,925)	-124.7%
20 Carryover from Current Year	\$ (261,411)	\$ -	\$ -	\$ (2,058,086)	\$ (1,796,675)	687.3%	\$ -	-100.0%	\$ -	0.0%
21 Xfr from Ins Res-Legal Settlmnt	\$ -	\$ 150,000	\$ -	\$ 30,000	\$ 30,000	100.0%	\$ 150,000	400.0%	\$ 150,000	0.0%
22 Transfer (to)/from Capital Reserves	\$ (892,273)	\$ 182,456	\$ -	\$ 182,456	\$ 1,074,729	-120.4%	\$ 115,830	-36.5%	\$ 119,305	3.0%
23 Transfer (to)/from Operating Reserves	\$ (2,514,520)	\$ 723,448	\$ (1,974,419)	\$ -	\$ 2,514,520	-100.0%	\$ -	0.0%	\$ 2,593,413	100.0%
24 Transfer fr Op Res for Retiree Payouts	\$ -	\$ -	\$ -	\$ 113,413	\$ 113,413	100.0%	\$ 167,413	47.6%	\$ 103,017	-38.5%
SUBTOTAL TRANSFERS	\$ (4,318,021)	\$ 1,967,132	\$ (1,974,419)	\$ (820,989)	\$ 3,497,032	-81.0%	\$ 2,491,329	-403.5%	\$ 2,456,810	-1.4%
TOTAL REVENUE	\$ 32,557,608	\$ 38,848,000	\$ 22,790,845	\$ 35,551,124	\$ 2,993,516	9.2%	\$ 38,424,532	8.1%	\$ 39,739,717	3.4%

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**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET**

Departmental Expenses

DEPARTMENT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/2007 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
1100 Administration	1,594,999	1,924,342	1,039,691	1,714,445	119,446	7.5%	1,442,850	-15.8%	1,314,889	-8.9%
1200 Finance	1,288,812	1,440,569	830,739	1,535,634	246,822	19.2%	1,527,021	-0.6%	1,563,321	2.4%
1300 Customer Service	462,017	634,236	315,922	511,806	49,789	10.8%	556,134	8.7%	563,748	1.4%
1400 Human Resources	495,997	689,381	363,742	622,739	126,742	25.6%	770,374	23.7%	730,065	-5.2%
1500 Information Technology	599,945	722,666	490,370	697,658	97,713	16.3%	625,056	-10.4%	640,736	2.5%
1700 District Counsel	413,258	476,956	278,785	434,264	21,006	5.1%	460,419	6.0%	470,399	2.2%
1800 Risk Management	52,872	247,876	41,589	247,782	194,910	368.6%	250,000	0.9%	250,000	0.0%
2200 Facilities Maintenance	1,254,880	1,562,686	910,255	1,408,861	153,981	12.3%	2,540,832	80.3%	2,360,968	-7.1%
3100 Paratransit Program	3,169,853	3,790,123	2,368,225	3,793,443	623,590	19.7%	4,239,710	11.8%	4,500,155	6.1%
3200 Operations	2,538,896	2,788,167	1,633,559	2,539,584	688	0.0%	2,674,125	5.3%	2,760,263	3.2%
3300 Bus Operators	12,019,294	13,846,705	8,380,284	12,539,965	520,671	4.3%	13,504,625	7.7%	13,677,880	1.3%
4100 Fleet Maintenance	7,307,194	8,989,791	5,157,173	7,902,794	595,600	8.2%	8,621,659	9.1%	8,826,603	2.4%
9001 Cobra Benefits	1,289	-	(2,116)	13,876	12,587	976.5%	-	-100.0%	-	0.0%
9005 Retired Employee Benefits	1,358,022	1,734,000	982,364	1,587,974	229,952	16.9%	1,720,352	8.3%	2,080,389	20.9%
700 SCCIC/COPS	280	500	260	300	20	7.1%	300	0.0%	300	0.0%
TOTAL OPERATING EXPENSES	32,557,608	38,848,000	22,790,845	35,551,124	2,993,516	9.2%	38,933,457	9.5%	39,739,717	2.1%

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DepartExpenses

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Consolidated Expenses

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
LABOR										
501011 Bus Operator Pay	7,260,939	8,251,160	4,895,844	6,999,453	(261,486)	-3.6%	8,130,785	16.2%	8,133,942	0.0%
501013 Bus Operator OT	1,264,259	1,225,000	901,988	1,345,646	81,387	6.4%	1,373,512	2.1%	1,405,553	2.3%
501021 Other Salaries	5,521,525	6,496,286	3,944,371	5,903,269	381,744	6.9%	5,973,494	1.2%	6,064,271	1.5%
501023 Other OT	263,221	236,208	195,493	285,668	22,447	8.5%	295,932	3.6%	303,394	2.5%
Totals	14,309,944	16,208,654	9,937,696	14,534,036	224,092	1.6%	15,773,724	8.5%	15,907,159	0.8%
FRINGE BENEFITS										
502011 Medicare/Soc. Sec.	201,850	241,666	136,794	208,485	6,635	3.3%	205,924	-1.2%	208,253	1.1%
502021 Retirement	1,791,125	2,231,682	1,336,085	2,039,861	248,736	13.9%	2,273,528	11.5%	2,232,247	-1.8%
502031 Medical Ins	4,124,365	5,262,356	3,071,497	5,002,678	878,313	21.3%	5,533,393	10.6%	6,308,796	14.0%
502041 Dental Ins	446,855	491,131	311,529	489,183	42,328	9.5%	495,240	1.2%	521,315	5.3%
502045 Vision Ins	127,981	136,028	87,008	132,439	4,458	3.5%	139,094	5.0%	141,666	1.8%
502051 Life Ins/AD&D	51,145	52,963	26,959	50,067	(1,078)	-2.1%	49,962	-0.2%	50,815	1.7%
502060 State Disability Ins (SDI)	144,352	367,188	81,108	170,430	26,078	18.1%	179,054	5.1%	185,535	3.6%
502061 Long Term Disability Ins	188,431	191,108	136,388	207,517	19,086	10.1%	206,191	-0.6%	205,339	-0.4%
502071 State Unemployment Ins (SUI)	50,088	96,229	52,357	52,808	2,720	5.4%	53,372	1.1%	53,321	-0.1%
502081 Worker's Comp Ins	820,126	1,396,681	725,191	1,087,787	267,661	32.6%	1,099,100	1.0%	1,129,073	2.7%
502101 Holiday Pay	289,893	343,825	252,721	375,645	85,752	29.6%	387,485	3.2%	390,320	0.7%
502103 Floating Holiday	67,173	65,600	16,321	70,700	3,527	5.3%	76,731	8.5%	73,885	-3.7%
502109 Sick Leave	610,578	760,800	377,711	762,276	151,698	24.8%	868,678	14.0%	834,418	-3.9%
502111 Annual Leave	1,839,398	1,501,600	1,092,777	1,631,347	(208,051)	-11.3%	1,715,848	5.2%	1,694,930	-1.2%
502121 Other Paid Absence	173,636	164,300	75,852	139,225	(34,411)	-19.8%	141,883	1.9%	142,524	0.5%
502251 Phys. Exams	7,193	36,231	4,053	12,848	5,655	78.6%	13,281	3.4%	13,300	0.1%
502253 Driver Lic Renewal	1,804	5,191	947	4,151	2,347	130.1%	4,350	4.8%	4,400	1.1%
502999 Other Fringe Benefits	107,971	96,319	70,488	117,820	9,849	9.1%	126,231	7.1%	137,443	8.9%
Totals	11,043,964	13,440,898	7,855,786	12,555,267	1,511,303	13.7%	13,569,346	8.1%	14,327,581	5.6%

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**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET**

Consolidated Expenses

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
SERVICES										
503011 Accting/Audit Fees	71,716	100,250	38,665	180,250	108,534	151.3%	100,250	-44.4%	103,250	3.0%
503012 Admin/Bank Fees	156,778	236,023	87,169	202,890	46,112	29.4%	208,250	2.6%	216,630	4.0%
503031 Prof/Technical Fees	222,077	385,512	91,870	311,384	89,307	40.2%	387,576	24.5%	237,550	-38.7%
503032 Legislative Services	91,333	97,011	60,470	97,011	5,678	6.2%	100,400	3.5%	103,400	3.0%
503033 Legal Services	1,119	51,677	1,259	49,527	48,408	4326.0%	55,000	11.1%	55,000	0.0%
503034 Pre-Employment Exams	19,767	25,000	7,107	20,000	233	1.2%	14,160	-29.2%	14,600	3.1%
503041 Temp Help	64,768	16,500	77,418	-	(64,768)	-100.0%	-	0.0%	-	0.0%
503161 Custodial Services	65,150	73,439	45,654	63,000	(2,150)	-3.3%	67,700	7.5%	70,000	3.4%
503162 Uniforms/Laundry	44,416	44,913	26,841	40,060	(4,356)	-9.8%	43,550	8.7%	45,015	3.4%
503171 Security Services	392,183	443,930	220,929	361,330	(30,853)	-7.9%	409,000	13.2%	421,200	3.0%
503221 Classified/Legal Ads	15,184	28,596	9,727	20,600	5,416	35.7%	29,700	44.2%	30,900	4.0%
503222 Legal Ads	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503225 Graphic Services	15,810	20,600	-	10,600	(5,210)	-33.0%	5,000	-52.8%	5,150	3.0%
503351 Repair - Bldg & Impr	52,672	42,500	61,390	80,000	27,328	51.9%	90,000	12.5%	91,500	1.7%
503352 Repair - Equipment	153,568	314,827	117,229	233,988	80,420	52.4%	470,439	101.1%	482,000	2.5%
503353 Repair - Rev Vehicle	165,984	291,061	188,780	283,993	118,009	71.1%	360,000	26.8%	407,300	13.1%
503354 Repair - Non Rev Vehicle	26,491	55,826	19,752	30,000	3,509	13.2%	30,000	0.0%	31,500	5.0%
503363 Haz Mat Disposal	34,825	24,500	21,759	29,000	(5,825)	-16.7%	30,200	4.1%	31,000	2.6%
Totals	1,593,841	2,252,165	1,076,019	2,013,633	419,792	26.3%	2,401,225	19.2%	2,345,995	-2.3%
MOBILE MATERIALS & SUPPLIES										
504011 Fuels & Lubricants - Non Rev Veh	113,527	122,715	102,341	165,100	51,573	45.4%	197,000	19.3%	201,600	2.3%
504012 Fuels & Lubricants - Rev Veh	2,110,238	3,217,783	1,527,090	2,417,783	307,545	14.6%	3,150,000	30.3%	3,257,500	3.4%
504021 Tires & Tubes	187,683	224,400	122,647	233,616	45,933	24.5%	205,000	-12.2%	213,000	3.9%
504161 Other Mobile Supplies	7,580	8,000	4,604	9,500	1,920	25.3%	10,000	5.3%	10,300	3.0%
504191 Rev Vehicle Parts	695,062	681,600	479,078	692,262	(2,800)	-0.4%	777,000	12.2%	799,000	2.8%
Totals	3,114,090	4,254,498	2,235,760	3,518,261	404,171	13.0%	4,339,000	23.3%	4,481,400	3.3%

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**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET**

Consolidated Expenses

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES										
504205 Freight Out	2,232	4,944	2,415	4,500	2,268	101.6%	3,500	-22.2%	3,600	2.9%
504211 Postage & Mailing	15,232	22,403	11,652	20,243	5,011	32.9%	27,642	36.6%	28,516	3.2%
504214 Promotional Items	-	26	-	-	-	0.0%	-	0.0%	-	0.0%
504215 Printing	59,927	88,810	34,635	71,369	11,442	19.1%	98,800	38.4%	102,837	4.1%
504217 Photo Supp/Process	6,171	9,044	3,010	6,630	459	7.4%	9,700	46.3%	9,900	2.1%
504311 Office Supplies	87,795	86,208	53,834	83,261	(4,534)	-5.2%	89,460	7.4%	93,400	4.4%
504315 Safety Supplies	19,165	18,251	19,933	24,530	5,365	28.0%	32,300	31.7%	33,500	3.7%
504317 Cleaning Supplies	46,344	49,080	36,125	47,132	788	1.7%	54,000	14.6%	56,100	3.9%
504409 Repair/Maint Supplies	62,314	45,000	41,185	60,000	(2,314)	-3.7%	46,000	-23.3%	48,000	4.3%
504421 Non-Inventory Parts	33,133	43,259	32,389	48,600	15,467	46.7%	47,000	-3.3%	48,400	3.0%
504511 Small Tools	7,754	9,887	6,927	11,574	3,820	49.3%	10,000	-13.6%	10,500	5.0%
504515 Employee Tool Replacement	1,413	2,575	776	2,575	1,162	82.2%	2,600	1.0%	2,700	3.8%
Totals	341,480	379,487	242,881	380,414	38,934	11.4%	421,002	10.7%	437,453	3.9%
UTILITIES										
505011 Gas & Electric	187,710	181,812	143,378	218,834	31,124	16.6%	221,011	1.0%	229,212	3.7%
505021 Water & Garbage	89,320	111,283	77,905	117,931	28,611	32.0%	123,755	4.9%	128,171	3.6%
505031 Telecommunications	77,456	96,250	59,927	101,334	23,878	30.8%	133,319	31.6%	145,161	8.9%
Totals	354,486	389,345	281,210	438,099	83,613	23.6%	478,085	9.1%	502,544	5.1%
CASUALTY & LIABILITY										
506011 Insurance - Property	35,985	56,133	29,574	88,000	52,015	144.5%	118,347	34.5%	121,898	3.0%
506015 Insurance - PL/PD	489,802	420,000	274,894	488,000	(1,802)	-0.4%	510,000	4.5%	525,300	3.0%
506021 Insurance - Other	711	1,814	1,007	1,000	289	40.6%	800	-20.0%	800	0.0%
506123 Settlement Costs	21,239	150,000	41,005	150,000	128,761	606.2%	150,000	0.0%	150,000	0.0%
506127 Repairs - District Prop	-	-	(7,203)	370	370	100.0%	-	-100.0%	-	0.0%
Totals	547,737	627,947	339,277	727,370	179,633	32.8%	779,147	7.1%	797,998	2.4%

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Consolidated

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Consolidated Expenses

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
TAXES										
507051 Fuel Tax	9,416	10,656	3,578	9,000	(416)	-4.4%	11,000	22.2%	11,300	2.7%
507201 Licenses & Permits	15,289	11,758	11,188	13,545	(1,744)	-11.4%	15,150	11.8%	15,800	4.3%
507999 Other Taxes	16,334	24,700	13,314	24,700	8,366	51.2%	25,000	1.2%	25,750	3.0%
Totals	41,039	47,114	28,080	47,245	6,206	15.1%	51,150	8.3%	52,850	3.3%
PURCHASED TRANS.										
503406 Contract/Paratransit	200,482	200,000	188,500	392,740	192,258	95.9%	250,000	-36.3%	257,500	3.0%
Totals	200,482	200,000	188,500	392,740	192,258	95.9%	250,000	-36.3%	257,500	3.0%
MISC EXPENSE										
509011 Dues/Subscriptions	94,391	57,215	12,691	41,107	(53,284)	-56.5%	64,260	56.3%	66,050	2.8%
509085 Advertising - Rev Prod	-	15,000	-	-	-	0.0%	-	0.0%	-	0.0%
509101 Employee Incentive Program	2,860	23,821	11,580	15,159	12,299	430.0%	33,700	122.3%	34,600	2.7%
509121 Employee Training	30,382	89,500	70,258	93,000	62,618	206.1%	35,900	-61.4%	37,300	3.9%
509123 Travel	21,095	52,170	22,413	37,580	16,485	78.1%	72,030	91.7%	75,810	5.2%
509125 Local Meeting Expense	5,464	6,350	2,569	5,950	486	8.9%	4,680	-21.3%	4,850	3.6%
509127 Board Director Fees	10,700	13,200	8,800	13,200	2,500	23.4%	13,200	0.0%	13,200	0.0%
509150 Contributions	240	650	98	350	110	45.8%	650	85.7%	650	0.0%
509198 Cash Over/Short	(302)	-	711	1,067	1,369	-453.3%	500	-53.1%	500	0.0%
Totals	164,830	257,906	129,120	207,413	42,583	25.8%	224,920	8.4%	232,960	3.6%
LEASES & RENTALS										
512011 Facility Lease	765,219	714,714	461,380	715,423	(49,796)	-6.5%	617,658	-13.7%	367,357	-40.5%
512061 Equipment Rental	80,496	75,272	15,136	21,223	(59,273)	-73.6%	28,200	32.9%	28,920	2.6%
Totals	845,715	789,986	476,516	736,646	(109,069)	-12.9%	645,858	-12.3%	396,277	-38.6%
PERSONNEL TOTAL	25,353,908	29,649,552	17,793,482	27,089,303	1,735,395	6.8%	29,343,070	8.3%	30,234,740	3.0%
NON-PERSONNEL TOTAL	7,203,700	9,198,448	4,997,363	8,461,821	1,258,121	17.5%	9,590,387	13.3%	9,504,977	-0.9%
TOTAL OPERATING EXPENSES	32,557,608	38,848,000	22,790,845	35,551,124	2,993,516	9.2%	38,933,457	9.5%	39,739,717	2.1%

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6/5/2008

Consolidated

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
Administration - 1100

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
LABOR										
501011 Bus Operator Pay	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
501021 Other Salaries	497,906	640,416	395,905	610,858	112,952	22.7%	574,984	-5.9%	528,740	-8.0%
501023 Other OT	496	520	185	278	(218)	-44.0%	517	85.8%	526	1.9%
Totals	498,402	640,936	396,090	611,136	112,734	22.6%	575,501	-5.8%	529,267	-8.0%
FRINGE BENEFITS										
502011 Medicare/Soc. Sec.	8,966	10,400	6,069	9,500	534	6.0%	8,830	-7.1%	7,953	-9.9%
502021 Retirement	70,696	95,452	57,970	86,955	16,259	23.0%	93,545	7.6%	81,094	-13.3%
502031 Medical Ins	78,576	102,496	61,867	94,790	16,214	20.6%	97,199	2.5%	100,800	3.7%
502041 Dental Ins	8,471	9,482	5,921	9,319	848	10.0%	8,764	-6.0%	8,415	-4.0%
502045 Vision Ins	2,539	2,800	1,914	2,870	331	13.0%	2,847	-0.8%	2,679	-5.9%
502051 Life Ins/AD&D	1,223	1,455	777	1,332	109	8.9%	1,227	-7.9%	1,122	-8.6%
502060 State Disability Ins (SDI)	3,537	9,362	2,123	4,677	1,140	32.2%	4,590	-1.9%	4,484	-2.3%
502061 Long Term Disability Ins	4,869	5,296	3,872	5,780	911	18.7%	6,084	5.3%	5,103	-16.1%
502071 State Unemployment Ins (SUI)	1,464	2,454	1,811	1,449	(15)	-1.0%	1,369	-5.5%	1,288	-5.9%
502081 Worker's Comp Ins	5,990	28,181	10,018	15,027	9,037	150.9%	28,678	90.8%	27,922	-2.6%
502101 Holiday Pay	7,719	8,125	8,331	8,331	612	7.9%	7,873	-5.5%	7,192	-8.6%
502103 Floating Holiday	9,427	16,200	489	16,200	6,773	71.8%	20,276	25.2%	17,292	-14.7%
502109 Sick Leave	25,508	32,500	8,555	32,500	6,992	27.4%	76,258	134.6%	73,151	-4.1%
502111 Annual Leave	140,054	61,200	33,142	61,200	(78,854)	-56.3%	82,630	35.0%	77,493	-6.2%
502121 Other Paid Absence	4,782	4,000	586	4,000	(782)	-16.4%	3,636	-9.1%	3,199	-12.0%
502251 Phys. Exams	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502999 Other Fringe Benefits	2,883	1,764	3,609	5,100	2,217	76.9%	5,115	0.3%	5,268	3.0%
Totals	376,704	391,167	207,054	359,030	(17,674)	-4.7%	448,921	25.0%	424,455	-5.5%

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
Administration - 1100

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
SERVICES										
503011 Accting/Audit Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	1,133	-	-	-	0.0%	1,200	100.0%	1,300	8.3%
503031 Prof/Technical Fees	94,890	200,507	49,985	130,000	35,110	37.0%	103,526	-20.4%	28,050	-72.9%
503032 Legislative Services	91,333	97,011	60,470	97,011	5,678	6.2%	100,400	3.5%	103,400	3.0%
503033 Legal Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503041 Temp Help	18,190	16,500	3,016	-	(18,190)	-100.0%	-	0.0%	-	0.0%
503161 Custodial Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503171 Security Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503221 Classified/Legal Ads	1,993	7,931	2,271	5,000	3,007	150.9%	7,700	54.0%	8,100	5.2%
503222 Legal Ads	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503225 Graphic Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503352 Repair - Equipment	3,404	9,538	2,972	4,458	1,054	31.0%	11,420	156.2%	11,700	2.5%
503353 Repair - Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	209,810	332,620	118,714	236,469	26,659	12.7%	224,246	-5.2%	152,550	-32.0%
MOBILE MATERIALS & SUPPLIES										
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
Administration - 1100

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES										
504205 Freight Out	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504211 Postage & Mailing	7,626	10,403	7,403	12,000	4,374	57.4%	11,552	-3.7%	11,800	2.1%
504214 Promotional Items	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504215 Printing	525	2,843	296	2,000	1,475	281.0%	2,900	45.0%	10,487	261.6%
504217 Photo Supp/Process	-	103	-	-	-	0.0%	100	100.0%	100	0.0%
504311 Office Supplies	3,743	7,827	5,008	7,828	4,085	109.1%	8,760	11.9%	9,000	2.7%
504315 Safety Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504511 Small Tools	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	11,894	21,176	12,707	21,828	9,934	83.5%	23,312	6.8%	31,387	34.6%
UTILITIES										
505011 Gas & Electric	37,663	31,200	25,498	38,106	443	1.2%	-	-100.0%	-	0.0%
505021 Water & Garbage	5,472	6,115	6,026	10,052	4,580	83.7%	-	-100.0%	-	0.0%
505031 Telecommunications	4,695	5,910	2,595	5,000	305	6.5%	-	-100.0%	-	0.0%
Totals	47,830	43,225	34,119	53,158	5,328	11.1%	-	-100.0%	-	0.0%
CASUALTY & LIABILITY										
506011 Insurance - Property	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
Administration - 1100

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
TAXES										
507051 Fuel Tax	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
507999 Other Taxes	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
PURCHASED TRANS.										
503406 Contract/Paratransit	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
MISC EXPENSE										
509011 Dues/Subscriptions	84,482	46,715	4,036	28,715	(55,767)	-66.0%	52,260	82.0%	53,800	2.9%
509085 Advertising - Rev Prod	-	15,000	-	-	-	0.0%	-	0.0%	-	0.0%
509101 Employee Incentive Program	514	20,821	8,141	10,000	9,486	1845.5%	30,200	202.0%	31,100	3.0%
509121 Employee Training	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509123 Travel	20,811	50,000	20,800	35,000	14,189	68.2%	70,030	100.1%	73,810	5.4%
509125 Local Meeting Expense	5,444	5,500	2,291	5,500	56	1.0%	4,580	-16.7%	4,700	2.6%
509127 Board Director Fees	10,700	13,200	8,800	13,200	2,500	23.4%	13,200	0.0%	13,200	0.0%
509150 Contributions	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	121,951	151,236	44,068	92,415	(29,536)	-24.2%	170,270	84.2%	176,610	3.7%
LEASES & RENTALS										
512011 Facility Lease	327,823	341,500	226,548	339,822	11,999	3.7%	-	-100.0%	-	0.0%
512061 Equipment Rental	585	2,482	391	587	2	0.3%	600	2.2%	620	3.3%
Totals	328,408	343,982	226,939	340,409	12,001	3.7%	600	-99.8%	620	3.3%
PERSONNEL TOTAL	875,106	1,032,103	603,144	970,166	95,060	10.9%	1,024,422	5.6%	953,722	-6.9%
NON-PERSONNEL TOTAL	719,893	892,239	436,547	744,279	24,386	3.4%	418,428	-43.8%	361,167	-13.7%
DEPARTMENT TOTALS	1,594,999	1,924,342	1,039,691	1,714,445	119,446	7.5%	1,442,850	-15.8%	1,314,889	-8.9%

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Finance - 1200

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
LABOR										
501011 Bus Operator Pay	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
501021 Other Salaries	310,293	390,247	231,279	357,162	46,869	15.1%	330,593	-7.4%	344,147	4.1%
501023 Other OT	3,232	520	231	347	(2,885)	-89.3%	365	5.2%	380	4.1%
Totals	313,525	390,767	231,510	357,509	43,984	14.0%	330,958	-7.4%	344,527	4.1%
FRINGE BENEFITS										
502011 Medicare/Soc. Sec.	6,430	6,000	4,632	6,948	518	8.1%	5,743	-17.3%	5,977	4.1%
502021 Retirement	37,588	56,924	32,057	48,086	10,498	27.9%	54,299	12.9%	53,628	-1.2%
502031 Medical Ins	41,501	68,395	39,995	58,221	16,720	40.3%	64,043	10.0%	71,119	11.0%
502041 Dental Ins	6,021	10,300	4,306	6,793	772	12.8%	6,793	0.0%	6,963	2.5%
502045 Vision Ins	1,740	2,200	1,276	1,914	174	10.0%	2,009	5.0%	2,009	0.0%
502051 Life Ins/AD&D	834	1,092	518	888	54	6.5%	888	0.0%	888	0.0%
502060 State Disability Ins (SDI)	3,423	7,282	2,453	3,118	(305)	-8.9%	3,240	3.9%	3,363	3.8%
502061 Long Term Disability Ins	2,100	3,730	1,189	3,730	1,630	77.6%	3,519	-5.7%	3,625	3.0%
502071 State Unemployment Ins (SUI)	1,483	1,909	1,199	966	(517)	-34.9%	966	0.0%	966	0.0%
502081 Worker's Comp Ins	5,074	5,539	5,176	7,764	2,690	53.0%	20,136	159.4%	20,715	2.9%
502101 Holiday Pay	3,243	4,800	4,541	4,800	1,557	48.0%	4,570	-4.8%	4,756	4.1%
502103 Floating Holiday	6,048	7,600	3,024	7,600	1,552	25.7%	7,966	4.8%	8,143	2.2%
502109 Sick Leave	(1,296)	19,000	4,357	19,000	20,296	-1566.0%	19,994	5.2%	20,813	4.1%
502111 Annual Leave	44,418	28,600	17,133	28,600	(15,818)	-35.6%	30,096	5.2%	31,330	4.1%
502121 Other Paid Absence	2,912	6,000	-	3,000	88	3.0%	3,157	5.2%	3,286	4.1%
502251 Phys. Exams	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502999 Other Fringe Benefits	1,521	985	3,563	5,892	4,371	287.4%	4,592	-22.1%	4,730	3.0%
Totals	163,040	230,356	125,419	207,320	44,280	27.2%	232,010	11.9%	242,310	4.4%

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Finance - 1200

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Finance - 1200

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
SERVICES										
503011 Accting/Audit Fees	71,466	100,000	38,415	180,000	108,534	151.9%	100,000	-44.4%	103,000	3.0%
503012 Admin/Bank Fees	156,748	234,840	87,159	202,840	46,092	29.4%	207,000	2.1%	215,280	4.0%
503031 Prof/Technical Fees	6,937	-	37	74	(8,863)	-98.9%	18,000	24224.3%	-	-100.0%
503032 Legislative Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503033 Legal Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503041 Temp Help	42,579	-	36,020	-	(42,579)	-100.0%	-	0.0%	-	0.0%
503161 Custodial Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503171 Security Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503222 Legal Ads	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503225 Graphic Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503352 Repair - Equipment	-	412	-	412	412	100.0%	-	-100.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	277,730	335,252	161,631	383,326	105,596	38.0%	325,000	-15.2%	318,280	-2.1%
MOBILE MATERIALS & SUPPLIES										
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%

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Finance - 1200

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Finance - 1200

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES										
504205 Freight Out	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504211 Postage & Mailing	21	103	20	103	82	390.5%	106	2.5%	106	0.4%
504214 Promotional Items	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504215 Printing	173	206	-	206	33	19.1%	2,000	870.9%	2,100	5.0%
504217 Photo Supp/Process	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504311 Office Supplies	4,858	3,090	4,082	6,123	1,265	26.0%	5,500	-10.2%	5,600	1.8%
504315 Safety Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504511 Small Tools	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	5,052	3,399	4,102	6,432	1,380	27.3%	7,606	18.2%	7,806	2.6%
UTILITIES										
505011 Gas & Electric	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
505031 Telecommunications	1,572	1,638	1,257	2,000	428	27.2%	-	-100.0%	-	0.0%
Totals	1,572	1,638	1,257	2,000	428	27.2%	-	-100.0%	-	0.0%
CASUALTY & LIABILITY										
506011 Insurance - Property	35,985	56,133	29,574	88,000	52,015	144.5%	118,347	34.5%	121,898	3.0%
506015 Insurance - PL/PD	489,802	420,000	274,894	488,000	(1,802)	-0.4%	510,000	4.5%	525,300	3.0%
506021 Insurance - Other	711	1,814	1,007	1,000	289	40.6%	800	-20.0%	800	0.0%
506123 Settlement Costs	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	526,498	477,947	305,475	577,000	50,502	9.6%	629,147	9.0%	647,998	3.0%

6/19/08

6/5/2008

Finance - 1200

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Finance - 1200

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
TAXES										
507051 Fuel Tax	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
507999 Other Taxes	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
PURCHASED TRANS.										
503406 Contract/Paratransit	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
MISC EXPENSE										
509011 <u>Dues/Subscriptions</u>	1,645	1,160	554	900	(745)	-45.3%	1,800	100.0%	1,900	5.6%
509085 Advertising - Rev Prod	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509121 Employee Training	-	-	80	-	-	0.0%	-	0.0%	-	0.0%
509123 Travel	52	50	-	80	28	53.8%	-	-100.0%	-	0.0%
509125 Local Meeting Expense	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509150 Contributions	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509198 Cash Over/Short	(302)	-	711	1,067	1,369	-453.3%	500	-53.1%	500	0.0%
Totals	1,395	1,210	1,345	2,047	652	46.7%	2,300	12.4%	2,400	4.3%
LEASES & RENTALS										
512011 Facility Lease	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
PERSONNEL TOTAL	476,565	621,123	356,929	564,829	88,264	18.5%	562,968	-0.3%	586,837	4.2%
NON-PERSONNEL TOTAL	812,247	819,446	473,810	970,805	158,558	19.5%	964,053	-0.7%	976,484	1.3%
DEPARTMENT TOTALS	1,288,812	1,440,569	830,739	1,535,634	246,822	19.2%	1,527,021	-0.6%	1,563,321	2.4%

5192

6/5/2008

Finance - 1200

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Customer Service - 1300

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
LABOR										
501011 Bus Operator Pay	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
501021 Other Salaries	220,398	254,416	149,585	232,178	11,780	5.3%	236,822	2.0%	241,558	2.0%
501023 Other OT	316	1,560	142	300	(16)	-5.1%	306	2.0%	312	2.0%
Totals	220,714	255,976	149,727	232,478	11,764	5.3%	237,128	2.0%	241,870	2.0%
FRINGE BENEFITS										
502011 Medicare/Soc. Sec.	1,990	1,872	1,127	1,872	(118)	-5.9%	1,854	-1.0%	1,891	2.0%
502021 Retirement	32,256	39,148	23,042	39,148	6,892	21.4%	38,187	-2.5%	36,962	-3.2%
502031 Medical Ins	55,157	72,934	45,711	72,831	17,674	32.0%	80,114	10.0%	88,965	11.0%
502041 Dental Ins	7,628	8,749	5,333	8,573	945	12.4%	8,573	0.0%	8,788	2.5%
502045 Vision Ins	1,958	1,900	1,276	1,914	(44)	-2.2%	2,009	5.0%	2,009	0.0%
502051 Life Ins/AD&D	780	728	410	702	(78)	-10.0%	702	0.0%	702	0.0%
502060 State Disability Ins (SDI)	2,743	6,241	1,192	3,118	375	13.7%	3,240	3.9%	3,363	3.8%
502061 Long Term Disability Ins	3,202	3,035	2,312	3,456	254	7.9%	3,243	-6.2%	3,340	3.0%
502071 State Unemployment Ins (SUI)	966	1,636	943	966	-	0.0%	966	0.0%	966	0.0%
502081 Worker's Comp Ins	6,294	71,026	4,714	7,071	777	12.3%	19,373	174.0%	19,927	2.9%
502101 Holiday Pay	3,029	3,200	2,681	3,200	171	5.6%	3,378	5.6%	3,446	2.0%
502103 Floating Holiday	-	-	24	-	-	0.0%	-	0.0%	-	0.0%
502109 Sick Leave	14,179	12,500	5,076	12,500	(1,679)	-11.8%	12,750	2.0%	13,005	2.0%
502111 Annual Leave	33,193	34,300	21,204	34,300	1,107	3.3%	34,986	2.0%	35,686	2.0%
502121 Other Paid Absence	1,536	4,000	559	2,000	464	30.2%	2,040	2.0%	2,081	2.0%
502251 Phys. Exams	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502999 Other Fringe Benefits	219	276	163	192	(27)	-12.3%	192	0.0%	198	3.0%
Totals	165,130	261,544	115,765	191,843	26,713	16.2%	211,607	10.3%	221,328	4.6%

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Customer Service - 1300

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
SERVICES										
503011 Accting/Audit Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503031 <u>Prof/Technical Fees</u>	10,500	15,450	7,730	15,450	4,950	47.1%	14,000	-9.4%	14,500	3.6%
503032 Legislative Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503033 Legal Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503041 <u>Temp Help</u>	-	-	5,546	-	-	0.0%	-	0.0%	-	0.0%
503161 Custodial Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503171 Security Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503222 Legal Ads	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503225 <u>Graphic Services</u>	15,810	20,600	-	10,600	(5,210)	-33.0%	5,000	-52.8%	5,150	3.0%
503351 Repair - Bldg & Impr	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503352 <u>Repair - Equipment</u>	880	1,800	1,012	1,800	920	104.5%	2,000	11.1%	2,100	5.0%
503353 Repair - Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	27,190	37,850	14,288	27,850	660	2.4%	21,000	-24.6%	21,750	3.6%
MOBILE MATERIALS & SUPPLIES										
504011 Fuels & Lubricants - Non Rev Veh	10	-	-	-	(10)	-100.0%	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	10	-	-	-	(10)	-100.0%	-	0.0%	-	0.0%

7.617

6/5/2008

CusService - 1300

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Customer Service - 1300

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES										
504205 Freight Out	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504211 Postage & Mailing	1,589	5,150	1,547	2,500	911	57.3%	7,700	208.0%	7,800	1.3%
504214 Promotional Items	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504215 Printing	36,233	50,470	28,286	45,000	8,767	24.2%	67,000	48.9%	58,700	-12.4%
504217 Photo Supp/Process	1,612	4,120	1,620	2,500	888	55.1%	4,200	68.0%	4,300	2.4%
504311 Office Supplies	3,100	4,635	627	2,000	(1,100)	-35.5%	3,700	85.0%	4,000	8.1%
504315 Safety Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504511 Small Tools	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	42,534	64,375	32,080	52,000	9,466	22.3%	82,600	58.8%	74,800	-9.4%
UTILITIES										
505011 Gas & Electric	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
505031 Telecommunications	4,053	6,880	2,805	4,890	837	20.7%	-	-100.0%	-	0.0%
Totals	4,053	6,880	2,805	4,890	837	20.7%	-	-100.0%	-	0.0%
CASUALTY & LIABILITY										
506011 Insurance - Property	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%

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6/5/2008

CusService - 1300

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
Customer Service - 1300

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
TAXES										
507051 Fuel Tax	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
507201 Licenses & Permits	1,344	1,545	672	1,545	201	15.0%	1,800	16.5%	1,900	5.6%
507999 Other Taxes	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	1,344	1,545	672	1,545	201	15.0%	1,800	16.5%	1,900	5.6%
PURCHASED TRANS.										
503406 Contract/Paratransit	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
MISC EXPENSE										
509011 Dues/Subscriptions	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509085 Advertising - Rev Prod	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509121 Employee Training	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509123 Travel	-	50	-	-	-	0.0%	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509150 Contributions	90	500	98	200	110	122.2%	500	150.0%	500	0.0%
509198 Cash Over/Short	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	90	550	98	200	110	122.2%	500	150.0%	500	0.0%
LEASES & RENTALS										
512011 Facility Lease	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
512061 Equipment Rental	952	5,516	487	1,000	48	5.0%	1,500	50.0%	1,600	6.7%
Totals	952	5,516	487	1,000	48	5.0%	1,500	50.0%	1,600	6.7%
PERSONNEL TOTAL	385,844	517,520	265,492	424,321	38,477	10.0%	448,734	5.8%	463,198	3.2%
NON-PERSONNEL TOTAL	76,173	116,716	50,430	87,485	11,312	14.9%	107,400	22.8%	100,550	-6.4%
DEPARTMENT TOTALS	462,017	634,236	315,922	511,806	49,789	10.8%	556,134	8.7%	563,748	1.4%

71919

6/5/2008

CusService - 1300

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Human Resources - 1400

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
LABOR										
501011 Bus Operator Pay	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
501021 <u>Other Salaries</u>	259,619	338,664	194,570	323,064	63,445	24.4%	331,948	2.8%	337,127	1.6%
501023 Other OT	1,249	1,040	877	1,300	51	4.1%	1,336	2.8%	1,357	1.6%
Totals	260,868	339,704	195,447	324,364	63,496	24.3%	333,284	2.8%	338,483	1.6%
FRINGE BENEFITS										
502011 Medicare/Soc. Sec.	4,536	5,430	3,422	5,430	894	19.7%	5,650	4.1%	5,737	1.5%
502021 Retirement	34,468	49,712	29,875	49,712	15,244	44.2%	53,423	7.5%	51,475	-3.6%
502031 Medical Ins	34,439	57,513	46,840	59,975	25,536	74.1%	72,079	20.2%	80,041	11.0%
502041 Dental Ins	5,267	7,300	4,107	7,282	2,015	38.3%	7,282	0.0%	7,464	2.5%
502045 Vision Ins	1,448	1,928	1,116	1,914	466	32.2%	2,009	5.0%	2,009	0.0%
502051 Life Ins/AD&D	748	849	469	888	140	18.7%	888	0.0%	888	0.0%
502060 State Disability Ins (SDI)	2,309	5,202	1,450	3,118	809	35.0%	3,240	3.9%	3,363	3.8%
502061 Long Term Disability Ins	2,518	3,098	1,873	3,098	580	23.0%	4,260	37.5%	4,388	3.0%
502071 State Unemployment Ins (SUI)	811	1,364	947	966	155	19.1%	966	0.0%	966	0.0%
502081 Worker's Comp Ins	6,928	39,283	12,647	18,971	12,043	173.8%	20,136	6.1%	20,715	2.9%
502101 Holiday Pay	2,844	3,500	4,202	4,202	1,358	47.7%	4,496	7.0%	4,565	1.5%
502103 Floating Holiday	4,599	6,200	1,395	6,200	1,601	34.8%	8,137	31.2%	8,137	0.0%
502109 Sick Leave	12,078	15,800	9,032	15,800	3,722	30.8%	16,235	2.8%	16,488	1.6%
502111 Annual Leave	30,603	28,600	20,245	29,280	(1,323)	-4.3%	30,085	2.8%	30,555	1.6%
502121 Other Paid Absence	1,368	1,000	4,528	6,000	4,632	338.6%	6,165	2.8%	6,261	1.6%
502251 Phys. Exams	-	23,383	-	-	-	0.0%	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	1,040	-	-	-	0.0%	-	0.0%	-	0.0%
502999 Other Fringe Benefits	1,529	900	2,374	3,380	1,851	121.1%	3,380	0.0%	3,481	3.0%
Totals	146,493	252,102	144,522	216,216	69,723	47.6%	238,431	10.3%	246,533	3.4%

7.620

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Human Resources - 1400

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
SERVICES										
503011 Accting/Audit Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503031 <u>Prof/Technical Fees</u>	35,532	35,000	3,997	35,000	(532)	-1.5%	135,800	288.0%	75,800	-44.2%
503032 Legislative Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503033 Legal Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503034 <u>Pre-Employment Exams</u>	19,767	25,000	7,107	20,000	233	1.2%	14,160	-29.2%	14,600	3.1%
503041 Temp Help	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503161 Custodial Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503171 Security Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503221 <u>Classified/Legal Ads</u>	8,403	15,000	3,394	10,000	1,597	19.0%	15,000	50.0%	15,500	3.3%
503222 Legal Ads	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503225 Graphic Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503352 Repair - Equipment	-	206	-	-	-	0.0%	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	63,702	75,206	14,498	65,000	1,298	2.0%	164,960	153.8%	105,900	-35.8%
MOBILE MATERIALS & SUPPLIES										
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%

71621

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Human Resources - 1400

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES										
504205 Freight Out	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504211 Postage & Mailing	248	464	52	250	2	0.8%	1,150	360.0%	1,200	4.3%
504214 Promotional Items	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504215 Printing	3,010	6,296	-	500	(2,510)	-83.4%	4,200	740.0%	8,200	95.2%
504217 Photo Supp/Process	546	309	(63)	309	(237)	-43.4%	-	-100.0%	-	0.0%
504311 Office Supplies	1,730	1,854	2,250	3,500	1,770	102.3%	4,000	14.3%	4,200	5.0%
504315 Safety Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504511 Small Tools	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	5,534	8,923	2,239	4,559	(975)	-17.6%	9,350	105.1%	13,600	45.5%
UTILITIES										
505011 Gas & Electric	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
505031 Telecommunications	837	996	483	850	13	1.6%	-	-100.0%	-	0.0%
Totals	837	996	483	850	13	1.6%	-	-100.0%	-	0.0%
CASUALTY & LIABILITY										
506011 Insurance - Property	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%

71622

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET**

Human Resources - 1400

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
TAXES										
507051 Fuel Tax	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
507999 Other Taxes	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
PURCHASED TRANS.										
503406 Contract/Paratransit	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
MISC EXPENSE										
509011 <u>Dues/Subscriptions</u>	605	1,500	385	1,300	695	114.9%	1,350	3.8%	1,400	3.7%
509085 Advertising - Rev Prod	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509101 <u>Employee Incentive Program</u>	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509121 Employee Training	17,912	10,000	5,891	10,000	(7,912)	-44.2%	22,900	129.0%	24,000	4.8%
509123 Travel	38	100	-	-	(38)	-100.0%	-	0.0%	-	0.0%
509125 <u>Local Meeting Expense</u>	8	850	278	450	442	5525.0%	100	-77.8%	150	50.0%
509127 Board Director Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509150 Contributions	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	18,563	12,450	6,554	11,750	(6,813)	-36.7%	24,350	107.2%	25,550	4.9%
LEASES & RENTALS										
512011 Facility Lease	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
PERSONNEL TOTAL	407,361	591,806	339,969	540,580	133,219	32.7%	571,715	5.8%	585,016	2.3%
NON-PERSONNEL TOTAL	88,636	97,575	23,774	82,159	(6,477)	-7.3%	198,660	141.8%	145,050	-27.0%
DEPARTMENT TOTALS	495,997	689,381	363,742	622,739	126,742	25.6%	770,374	23.7%	730,065	-5.2%

7.623

6/5/2008

HR - 1400

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Information Technology - 1500

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
LABOR										
501011 Bus Operator Pay	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
501021 Other Salaries	278,035	304,941	196,357	275,841	(2,194)	-0.8%	285,385	3.5%	291,178	2.0%
501023 Other OT	660	1,560	412	700	40	6.1%	1,448	106.9%	728	-49.7%
Totals	278,695	306,501	196,769	276,541	(2,154)	-0.8%	286,834	3.7%	291,907	1.8%
FRINGE BENEFITS										
502011 Medicare/Soc. Sec.	5,066	4,992	3,530	5,342	276	5.4%	5,048	-5.5%	5,149	2.0%
502021 Retirement	38,565	45,285	29,233	45,285	6,720	17.4%	47,733	5.4%	46,202	-3.2%
502031 Medical Ins	49,180	57,542	34,004	49,821	641	1.3%	54,804	10.0%	60,858	11.0%
502041 Dental Ins	5,664	6,400	3,839	6,041	377	6.7%	6,041	0.0%	6,192	2.5%
502045 Vision Ins	1,286	1,300	850	1,276	(10)	-0.8%	1,340	5.0%	1,340	0.0%
502051 Life Ins/AD&D	708	728	381	654	(54)	-7.6%	654	0.0%	654	0.0%
502060 State Disability Ins (SDI)	2,259	4,161	1,276	2,078	(181)	-8.0%	2,160	3.9%	2,242	3.8%
502061 Long Term Disability Ins	2,837	3,395	1,916	3,395	558	19.7%	3,474	2.3%	3,578	3.0%
502071 State Unemployment Ins (SUI)	706	1,090	744	644	(62)	-8.8%	644	0.0%	644	0.0%
502081 Worker's Comp Ins	2,918	3,294	3,072	4,608	1,690	57.9%	13,424	191.3%	13,810	2.9%
502101 Holiday Pay	3,355	4,000	3,883	4,000	645	19.2%	4,017	0.4%	4,098	2.0%
502103 Floating Holiday	8,685	8,700	3,418	8,700	15	0.2%	8,850	1.7%	8,850	0.0%
502109 Sick Leave	16,372	15,700	5,296	15,700	(672)	-4.1%	16,243	3.5%	16,573	2.0%
502111 Annual Leave	35,733	27,500	28,821	43,232	7,499	21.0%	44,728	3.5%	45,636	2.0%
502121 Other Paid Absence	1,087	2,000	414	2,000	913	84.0%	2,069	3.5%	2,111	2.0%
502251 Phys. Exams	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502999 Other Fringe Benefits	1,732	858	2,239	3,332	1,600	92.4%	3,332	0.0%	3,432	3.0%
Totals	176,153	186,944	122,916	196,108	19,955	11.3%	214,562	9.4%	221,369	3.2%

7624

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Information Technology - 1500

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
SERVICES										
503011 <u>Accting/Audit Fees</u>	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503031 <u>Prof/Technical Fees</u>	270	2,472	-	300	30	11.1%	9,000	2900.0%	9,300	3.3%
503032 Legislative Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503033 Legal Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503041 <u>Temp Help</u>	-	-	23,175	-	-	0.0%	-	0.0%	-	0.0%
503161 Custodial Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503171 Security Services	3,000	3,090	-	3,090	90	3.0%	-	-100.0%	-	0.0%
503221 Classified/Legal Ads	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503222 Legal Ads	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503225 Graphic Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503352 <u>Repair - Equipment</u>	64,530	92,597	53,506	92,597	28,067	43.5%	80,800	-12.7%	83,200	3.0%
503353 Repair - Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	67,800	98,159	76,681	95,987	28,187	41.6%	89,800	-6.4%	92,500	3.0%
MOBILE MATERIALS & SUPPLIES										
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%

7.625

6/5/2008

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Information Technology - 1500

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES										
504205 Freight Out	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504211 Postage & Mailing	-	206	110	220	220	100.0%	210	-4.5%	210	0.0%
504214 Promotional Items	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504215 Printing	-	206	-	-	-	0.0%	-	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504311 Office Supplies	50,356	32,510	20,955	32,510	(17,846)	-35.4%	25,500	-21.6%	26,300	3.1%
504315 Safety Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504511 Small Tools	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	50,356	32,922	21,065	32,730	(17,626)	-35.0%	25,710	-21.4%	26,510	3.1%
UTILITIES										
505011 Gas & Electric	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
505031 Telecommunications	18,687	22,000	13,355	20,100	1,413	7.6%	-	-100.0%	-	0.0%
Totals	18,687	22,000	13,355	20,100	1,413	7.6%	-	-100.0%	-	0.0%
CASUALTY & LIABILITY										
506011 Insurance - Property	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%

7.626

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Information Technology - 1500

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
TAXES										
507051 Fuel Tax	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
507999 Other Taxes	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
PURCHASED TRANS.										
503406 Contract/Paratransit	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
MISC EXPENSE										
509011 Dues/Subscriptions	94	90	121	192	98	104.3%	150	-21.9%	150	0.0%
509085 Advertising - Rev Prod	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509121 Employee Training	8,150	76,000	59,463	76,000	67,850	832.5%	8,000	-89.5%	8,300	3.8%
509123 Travel	10	50	-	-	(10)	-100.0%	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509150 Contributions	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	8,254	76,140	59,584	76,192	67,938	823.1%	8,150	-89.3%	8,450	3.7%
LEASES & RENTALS										
512011 Facility Lease	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
PERSONNEL TOTAL	454,848	493,445	319,685	472,649	17,801	3.9%	501,396	6.1%	513,276	2.4%
NON-PERSONNEL TOTAL	145,097	229,221	170,685	225,009	79,912	55.1%	123,660	-45.0%	127,460	3.1%
DEPARTMENT TOTALS	599,945	722,666	490,370	697,658	97,713	16.3%	625,056	-10.4%	640,736	2.5%

71627

6/5/2008

IT - 1500

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 District Counsel - 1700

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
LABOR										
501011 Bus Operator Pay	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
501021 <u>Other Salaries</u>	225,324	276,625	178,070	256,125	30,801	13.7%	266,063	3.9%	271,171	1.9%
501023 Other OT	-	520	181	520	520	100.0%	540	3.9%	551	1.9%
Totals	225,324	277,145	178,251	256,645	31,321	13.9%	266,603	3.9%	271,722	1.9%
FRINGE BENEFITS										
502011 Medicare/Soc. Sec.	4,383	4,436	2,927	4,436	53	1.2%	4,678	5.4%	4,766	1.9%
502021 Retirement	31,969	41,220	25,823	41,220	9,251	28.9%	44,227	7.3%	42,767	-3.3%
502031 Medical Ins	42,584	62,627	23,892	37,641	(4,943)	-11.6%	41,405	10.0%	45,979	11.0%
502041 Dental Ins	4,810	7,200	2,496	4,262	(548)	-11.4%	4,262	0.0%	4,368	2.5%
502045 Vision Ins	1,233	1,300	771	1,276	43	3.5%	1,340	5.0%	1,340	0.0%
502051 Life Ins/AD&D	569	607	308	561	(8)	-1.4%	561	0.0%	561	0.0%
502060 State Disability Ins (SDI)	1,489	4,161	930	2,078	589	39.6%	2,160	3.9%	2,242	3.8%
502061 Long Term Disability Ins	2,281	2,575	1,343	2,575	294	12.9%	2,320	-9.9%	2,390	3.0%
502071 State Unemployment Ins (SUI)	643	1,090	805	644	1	0.2%	644	0.0%	644	0.0%
502081 Worker's Comp Ins	2,677	3,197	2,623	3,935	1,258	47.0%	13,424	241.2%	13,810	2.9%
502101 Holiday Pay	3,575	3,600	3,556	3,600	25	0.7%	3,722	3.4%	3,793	1.9%
502103 Floating Holiday	6,295	6,500	-	6,500	205	3.3%	6,580	1.2%	6,580	0.0%
502109 Sick Leave	23,698	14,100	2,788	14,100	(9,598)	-40.5%	14,647	3.9%	14,928	1.9%
502111 Annual Leave	29,036	26,200	13,718	26,200	(2,836)	-9.8%	27,217	3.9%	27,739	1.9%
502121 Other Paid Absence	13,656	2,300	2,428	4,426	(9,230)	-67.6%	4,598	3.9%	4,686	1.9%
502251 Phys. Exams	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502999 Other Fringe Benefits	1,004	551	1,217	1,732	728	72.5%	1,732	0.0%	1,784	3.0%
Totals	169,902	181,664	85,625	155,185	(14,717)	-8.7%	173,516	11.8%	178,377	2.8%

7.628

6/5/2008

District Counsel - 1700

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 District Counsel - 1700

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
SERVICES										
503011 Accting/Audit Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503031 Prof/Technical Fees	4,773	500	-	500	(4,273)	-89.5%	-	-100.0%	-	0.0%
503032 Legislative Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503033 Legal Services	1,119	4,650	1,259	2,500	1,381	123.4%	5,000	100.0%	5,000	0.0%
503034 Pre-Employment Exams	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503041 Temp Help	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503161 Custodial Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503171 Security Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503222 Legal Ads	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503225 Graphic Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503352 Repair - Equipment	-	103	-	-	-	0.0%	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	5,892	5,253	1,259	3,000	(2,892)	-49.1%	5,000	66.7%	5,000	0.0%
MOBILE MATERIALS & SUPPLIES										
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%

7.629

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 District Counsel - 1700

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES										
504205 Freight Out	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504211 Postage & Mailing	-	103	-	-	-	0.0%	-	0.0%	-	0.0%
504214 Promotional Items	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504215 Printing	65	103	15	103	38	58.5%	-	-100.0%	-	0.0%
504217 Photo Supp/Process	24	31	-	31	7	29.2%	-	-100.0%	-	0.0%
504311 Office Supplies	583	721	240	600	17	2.9%	800	33.3%	800	0.0%
504315 Safety Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504511 Small Tools	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	672	958	255	734	62	9.2%	800	9.0%	800	0.0%
UTILITIES										
505011 Gas & Electric	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
505031 Telecommunications	202	601	112	200	(2)	-1.0%	-	-100.0%	-	0.0%
Totals	202	601	112	200	(2)	-1.0%	-	-100.0%	-	0.0%
CASUALTY & LIABILITY										
506011 Insurance - Property	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%

71630

6/5/2008

District Counsel - 1700

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 District Counsel - 1700

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
TAXES										
507051 Fuel Tax	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
507999 Other Taxes	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
PURCHASED TRANS.										
503406 Contract/Paratransit	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
MISC EXPENSE										
509011 Dues/Subscriptions	6,940	6,335	6,846	9,000	2,060	29.7%	7,500	-16.7%	7,500	0.0%
509085 Advertising - Rev Prod	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509121 Employee Training	4,170	3,500	4,824	7,000	2,830	67.9%	5,000	-28.6%	5,000	0.0%
509123 Travel	156	1,500	1,613	2,500	2,344	1502.6%	2,000	-20.0%	2,000	0.0%
509125 Local Meeting Expense	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509150 Contributions	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	11,266	11,335	13,283	18,500	7,234	64.2%	14,500	-21.6%	14,500	0.0%
LEASES & RENTALS										
512011 Facility Lease	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
PERSONNEL TOTAL	395,226	458,809	263,876	411,830	16,604	4.2%	440,119	6.9%	450,099	2.3%
NON-PERSONNEL TOTAL	18,032	18,147	14,909	22,434	4,402	24.4%	20,300	-9.5%	20,300	0.0%
DEPARTMENT TOTALS	413,258	476,956	278,785	434,264	21,006	5.1%	460,419	6.0%	470,399	2.2%

7.631

6/5/2008

District Counsel - 1700

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Risk Management - 1800

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
LABOR										
501011 Bus Operator Pay	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
501021 Other Salaries	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
501023 Other OT	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
FRINGE BENEFITS										
502011 Medicare/Soc. Sec.	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502021 Retirement	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502031 Medical Ins	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502041 Dental Ins	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502045 Vision Ins	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502051 Life Ins/AD&D	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502060 State Disability Ins (SDI)	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502061 Long Term Disability Ins	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502071 State Unemployment Ins (SUI)	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502081 Worker's Comp Ins	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502101 Holiday Pay	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502103 Floating Holiday	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502109 Sick Leave	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502111 Annual Leave	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502121 Other Paid Absence	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502251 Phys. Exams	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502999 Other Fringe Benefits	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%

7.632

6/5/2008

Risk Mgmt - 1800

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Risk Management - 1800

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
SERVICES										
503011 Accting/Audit Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503031 <u>Prof/Technical Fees</u>	31,494	49,955	561	49,955	18,461	58.6%	50,000	0.1%	50,000	0.0%
503032 Legislative Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503033 Legal Services	-	47,027	-	47,027	47,027	100.0%	50,000	6.3%	50,000	0.0%
503034 <u>Pre-Employment Exams</u>	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503041 Temp Help	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503161 Custodial Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503171 Security Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503222 Legal Ads	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503225 Graphic Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	31,494	96,982	561	96,982	65,488	207.9%	100,000	3.1%	100,000	0.0%
MOBILE MATERIALS & SUPPLIES										
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%

7.633

6/5/2008

Risk Mgmt - 1800

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Risk Management - 1800

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES										
504205 Freight Out	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504211 Postage & Mailing	-	206	-	200	200	100.0%	-	-100.0%	-	0.0%
504214 Promotional Items	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504215 Printing	13	206	3	200	187	1438.5%	-	-100.0%	-	0.0%
504217 Photo Supp/Process	38	206	20	200	162	426.3%	-	-100.0%	-	0.0%
504311 Office Supplies	88	206	-	200	112	127.3%	-	-100.0%	-	0.0%
504315 Safety Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504511 Small Tools	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	139	824	23	800	661	475.5%	-	-100.0%	-	0.0%
UTILITIES										
505011 Gas & Electric	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
505031 Telecommunications	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
CASUALTY & LIABILITY										
506011 Insurance - Property	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506123 <u>Settlement Costs</u>	21,239	150,000	41,005	150,000	128,761	606.2%	150,000	0.0%	150,000	0.0%
506127 Repairs - District Prop	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	21,239	150,000	41,005	150,000	128,761	606.2%	150,000	0.0%	150,000	0.0%

71634

6/5/2008

Risk Mgmt - 1800

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Risk Management - 1800

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
TAXES										
507051 Fuel Tax	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
507999 Other Taxes	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
PURCHASED TRANS.										
503406 Contract/Paratransit	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
MISC EXPENSE										
509011 Dues/Subscriptions	-	50	-	-	-	0.0%	-	0.0%	-	0.0%
509085 Advertising - Rev Prod	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509121 Employee Training	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509123 Travel	-	20	-	-	-	0.0%	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509150 Contributions	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	70	-	-	-	0.0%	-	0.0%	-	0.0%
LEASES & RENTALS										
512011 Facility Lease	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
PERSONNEL TOTAL	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
NON-PERSONNEL TOTAL	52,872	247,876	41,589	247,782	194,910	368.6%	250,000	0.9%	250,000	0.0%
DEPARTMENT TOTALS	52,872	247,876	41,589	247,782	194,910	368.6%	250,000	0.9%	250,000	0.0%

7.635

6/5/2008

Risk Mgmt - 1800

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Facilities Maintenance - 2200

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
LABOR										
501011 Bus Operator Pay	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
501021 Other Salaries	443,693	554,614	287,418	424,614	(19,079)	-4.3%	467,389	10.1%	480,662	2.8%
501023 Other OT	24,324	19,760	18,026	27,039	2,715	11.2%	27,799	2.8%	28,588	2.8%
Totals	468,017	574,374	305,444	451,653	(16,364)	-3.5%	495,187	9.6%	509,251	2.8%
FRINGE BENEFITS										
502011 Medicare/Soc. Sec.	6,745	7,066	4,559	7,066	321	4.8%	6,999	-0.9%	7,214	3.1%
502021 Retirement	66,366	84,929	47,545	75,200	8,834	13.3%	81,841	8.8%	79,885	-2.4%
502031 Medical Ins	123,051	162,634	93,007	165,613	42,562	34.6%	182,174	10.0%	202,300	11.0%
502041 Dental Ins	16,110	18,600	11,396	19,371	3,261	20.2%	19,371	0.0%	19,856	2.5%
502045 Vision Ins	4,018	4,200	2,605	4,146	128	3.2%	4,354	5.0%	4,354	0.0%
502051 Life Ins/AD&D	1,579	1,576	829	1,521	(58)	-3.7%	1,521	0.0%	1,521	0.0%
502060 State Disability Ins (SDI)	6,109	14,562	3,470	6,755	646	10.6%	7,020	3.9%	7,286	3.8%
502061 Long Term Disability Ins	6,365	6,666	4,389	6,666	301	4.7%	5,467	-18.0%	5,631	3.0%
502071 State Unemployment Ins (SUI)	2,115	3,817	2,218	2,093	(22)	-1.0%	2,093	0.0%	2,093	0.0%
502081 Worker's Comp Ins	26,935	35,416	12,198	18,297	(8,638)	-32.1%	43,628	138.4%	44,881	2.9%
502101 Holiday Pay	6,388	7,000	6,197	7,000	612	9.6%	6,888	-1.6%	7,085	2.9%
502103 Floating Holiday	811	-	383	600	(211)	-26.0%	-	-100.0%	-	0.0%
502109 Sick Leave	18,947	27,900	17,931	27,900	8,953	47.3%	28,684	2.8%	29,499	2.8%
502111 Annual Leave	71,247	70,900	57,187	85,781	14,534	20.4%	88,191	2.8%	90,696	2.8%
502121 Other Paid Absence	17,704	8,000	7,961	11,942	(5,762)	-32.5%	12,278	2.8%	12,626	2.8%
502251 Phys. Exams	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502999 Other Fringe Benefits	464	662	332	500	36	7.8%	396	-20.8%	408	3.0%
Totals	374,954	453,928	272,208	440,451	65,497	17.5%	490,905	11.5%	515,335	5.0%

9292

6/5/2008

Fac Maint- 2200

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Facilities Maintenance - 2200

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
SERVICES										
503011 Accting/Audit Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503031 <u>Prof/Technical Fees</u>	14,033	16,480	9,217	16,480	2,447	17.4%	17,250	4.7%	17,800	3.2%
503032 Legislative Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503033 Legal Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503041 Temp Help	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503161 <u>Custodial Services</u>	65,150	73,439	45,654	63,000	(2,150)	-3.3%	67,700	7.5%	70,000	3.4%
503162 <u>Uniforms/Laundry</u>	6,534	9,270	4,303	7,000	466	7.1%	5,500	-21.4%	5,700	3.6%
503171 <u>Security Services</u>	5,704	8,240	4,676	8,240	2,536	44.5%	9,000	9.2%	9,200	2.2%
503221 Classified/Legal Ads	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503222 Legal Ads	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503225 Graphic Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503351 <u>Repair - Bldg & Impr</u>	52,672	42,500	61,390	80,000	27,328	51.9%	90,000	12.5%	91,500	1.7%
503352 <u>Repair - Equipment</u>	15,095	140,450	15,760	65,000	49,905	330.6%	203,700	213.4%	209,800	3.0%
503353 Repair - Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503363 <u>Haz Mat Disposal</u>	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	194,013	314,879	162,759	268,720	74,707	38.5%	423,350	57.5%	435,000	2.8%
MOBILE MATERIALS & SUPPLIES										
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%

7637
 1597

6/5/2008

Fac Maint- 2200

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
Facilities Maintenance - 2200**

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES										
504205 Freight Out	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504214 Promotional Items	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504215 Printing	-	309	127	200	200	100.0%	500	150.0%	550	10.0%
504217 Photo Supp/Process	-	52	-	-	-	0.0%	-	0.0%	-	0.0%
504311 Office Supplies	2,010	1,545	3,966	4,500	2,490	123.9%	6,000	33.3%	6,300	5.0%
504315 Safety Supplies	7,139	5,500	3,914	6,000	(1,139)	-16.0%	6,100	1.7%	6,200	1.6%
504317 Cleaning Supplies	22,669	25,750	21,297	27,000	4,331	19.1%	29,000	7.4%	30,000	3.4%
504409 Repair/Maint Supplies	62,236	45,000	41,185	60,000	(2,236)	-3.6%	46,000	-23.3%	48,000	4.3%
504421 Non-Inventory Parts	1,370	1,544	2,470	3,000	1,630	119.0%	5,000	66.7%	5,300	6.0%
504511 Small Tools	968	3,090	1,757	2,500	1,532	158.3%	3,500	40.0%	3,600	2.9%
504515 Employee Tool Replacement	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	96,392	82,790	74,716	103,200	6,808	7.1%	96,100	-6.9%	99,950	4.0%
UTILITIES										
505011 Gas & Electric	39,285	45,000	29,139	45,000	5,715	14.5%	221,011	391.1%	229,212	3.7%
505021 Water & Garbage	41,523	47,500	33,315	49,973	8,450	20.4%	123,755	147.6%	128,171	3.6%
505031 Telecommunications	911	1,092	2,379	3,794	2,883	316.5%	50,806	1239.1%	53,957	6.2%
Totals	81,719	93,592	64,833	98,767	17,048	20.9%	395,572	300.5%	411,340	4.0%
CASUALTY & LIABILITY										
506011 Insurance - Property	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	185	370	370	100.0%	-	-100.0%	-	0.0%
Totals	-	-	185	370	370	100.0%	-	-100.0%	-	0.0%

7.638

6/5/2008

Fac Maint- 2200

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Facilities Maintenance - 2200

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
TAXES										
507051 Fuel Tax	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
507201 Licenses & Permits	13,945	9,373	10,516	12,000	(1,945)	-13.9%	12,500	4.2%	13,000	4.0%
507999 Other Taxes	16,334	24,700	13,314	24,700	8,366	51.2%	25,000	1.2%	25,750	3.0%
Totals	30,279	34,073	23,830	36,700	6,421	21.2%	37,500	2.2%	38,750	3.3%
PURCHASED TRANS.										
503406 Contract/Paratransit	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
MISC EXPENSE										
509011 Dues/Subscriptions	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509085 Advertising - Rev Prod	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509121 Employee Training	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509123 Travel	-	50	-	-	-	0.0%	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509150 Contributions	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	50	-	-	-	0.0%	-	0.0%	-	0.0%
LEASES & RENTALS										
512011 Facility Lease	-	-	-	-	-	0.0%	591,817	100.0%	340,742	-42.4%
512061 Equipment Rental	9,506	9,000	6,280	9,000	(506)	-5.3%	10,400	15.6%	10,600	1.9%
Totals	9,506	9,000	6,280	9,000	(506)	-5.3%	602,217	6591.3%	351,342	-41.7%
PERSONNEL TOTAL	842,971	1,028,302	577,652	892,104	49,133	5.8%	986,093	10.5%	1,024,586	3.9%
NON-PERSONNEL TOTAL	411,909	534,384	332,603	516,757	104,848	25.5%	1,554,739	200.9%	1,336,382	-14.0%
DEPARTMENT TOTALS	1,254,880	1,562,686	910,255	1,408,861	153,981	12.3%	2,540,832	80.3%	2,360,968	-7.1%

71639

6/5/2008

Fac Maint- 2200

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Paratransit - 3100

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
LABOR										
501011 Bus Operator Pay	1,071,120	1,232,967	711,536	1,016,991	(54,129)	-5.1%	1,336,007	31.4%	1,402,950	5.0%
501013 Bus Operator OT	139,563	125,000	93,088	132,296	(7,267)	-5.2%	139,414	5.4%	146,649	5.2%
501021 Other Salaries	245,440	253,398	168,212	253,398	7,958	3.2%	267,031	5.4%	280,890	5.2%
501023 Other OT	514	728	187	728	214	41.6%	767	5.4%	807	5.2%
Totals	1,456,637	1,612,093	973,023	1,403,413	(53,224)	-3.7%	1,743,218	24.2%	1,831,296	5.1%
FRINGE BENEFITS										
502011 Medicare/Soc. Sec.	23,941	26,750	16,331	24,497	556	2.3%	26,593	8.6%	27,901	4.9%
502021 Retirement	180,220	221,406	131,912	197,868	17,648	9.8%	263,442	33.1%	262,175	-0.5%
502031 Medical Ins	497,565	602,346	364,887	621,599	124,034	24.9%	747,563	20.3%	826,118	10.5%
502041 Dental Ins	52,524	64,600	35,542	58,777	6,253	11.9%	66,421	13.0%	68,251	2.8%
502045 Vision Ins	15,858	17,000	10,605	16,905	1,047	6.6%	19,030	12.6%	19,090	0.3%
502051 Life Ins/AD&D	6,461	6,791	3,525	6,387	(74)	-1.1%	6,855	7.3%	6,877	0.3%
502060 State Disability Ins (SDI)	13,841	62,411	7,442	27,539	13,698	99.0%	30,774	11.7%	31,963	3.9%
502061 Long Term Disability Ins	18,876	17,366	12,745	19,116	240	1.3%	19,494	2.0%	20,106	3.1%
502071 State Unemployment Ins (SUI)	8,669	16,356	7,789	8,533	(136)	-1.6%	9,177	7.5%	9,207	0.3%
502081 Worker's Comp Ins	75,103	100,000	88,641	132,962	57,859	77.0%	177,871	33.8%	182,980	2.9%
502101 Holiday Pay	32,046	49,800	27,512	49,800	17,754	55.4%	56,606	13.7%	59,366	4.9%
502103 Floating Holiday	7,525	7,000	7,499	11,500	3,975	52.8%	6,217	-45.9%	6,280	1.0%
502109 Sick Leave	65,265	86,100	38,288	86,100	20,835	31.9%	95,892	11.4%	100,845	5.2%
502111 Annual Leave	130,740	99,400	118,964	141,234	10,494	8.0%	153,992	9.0%	161,960	5.2%
502121 Other Paid Absence	13,835	25,000	5,328	8,640	(5,195)	-37.5%	9,879	14.3%	10,389	5.2%
502251 Phys. Exams	858	3,000	357	2,832	1,974	230.1%	3,000	5.9%	3,000	0.0%
502253 Driver Lic Renewal	484	720	-	720	236	48.8%	1,000	38.9%	1,000	0.0%
502999 Other Fringe Benefits	3,610	3,418	3,907	6,060	2,450	67.9%	4,760	-21.5%	4,903	3.0%
Totals	1,147,421	1,409,464	881,274	1,421,068	273,647	23.8%	1,698,566	19.5%	1,802,410	6.1%

7640

6/5/2008

Paratransit - 3100

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Paratransit - 3100

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
SERVICES										
503011 Accting/Audit Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503031 <u>Prof/Technical Fees</u>	765	34,505	1,599	34,505	33,740	4410.5%	7,000	-79.7%	8,000	14.3%
503032 Legislative Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503033 Legal Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503041 Temp Help	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503161 Custodial Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503162 <u>Uniforms/Laundry</u>	1,742	1,545	869	1,545	(197)	-11.3%	3,500	126.5%	3,600	2.9%
503171 Security Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503222 Legal Ads	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503225 Graphic Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503352 <u>Repair - Equipment</u>	3,787	3,090	1,555	3,090	(697)	-18.4%	7,500	142.7%	8,000	6.7%
503353 <u>Repair - Rev Vehicle</u>	(43,927)	78,442	55,995	83,993	127,920	-291.2%	110,000	31.0%	150,000	36.4%
503354 Repair - Non Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	(37,633)	117,582	60,018	123,133	160,766	-427.2%	128,000	4.0%	169,600	32.5%
MOBILE MATERIALS & SUPPLIES										
504011 <u>Fuels & Lubricants - Non Rev Veh</u>	30	715	-	100	70	233.3%	1,000	900.0%	1,100	10.0%
504012 <u>Fuels & Lubricants - Rev Veh</u>	143,020	162,608	94,974	162,608	19,588	13.7%	250,000	53.7%	262,500	5.0%
504021 <u>Tires & Tubes</u>	17,490	10,400	12,028	19,616	2,126	12.2%	25,000	27.4%	26,000	4.0%
504161 Other Mobile Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504191 <u>Rev Vehicle Parts</u>	42,118	41,600	28,410	47,262	5,144	12.2%	75,000	58.7%	77,000	2.7%
Totals	202,658	215,323	135,412	229,586	26,928	13.3%	351,000	52.9%	366,600	4.4%

11792

6/5/2008

Paratransit - 3100

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Paratransit - 3100

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES										
504205 Freight Out	-	824	-	-	-	0.0%	-	0.0%	-	0.0%
504211 Postage & Mailing	4,765	4,120	2,030	4,120	(645)	-13.5%	5,125	24.4%	5,500	7.3%
504214 Promotional Items	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504215 Printing	3,479	7,210	1,329	7,210	3,731	107.2%	6,500	-9.8%	7,000	7.7%
504217 Photo Supp/Process	476	1,030	244	500	24	5.0%	1,500	200.0%	1,600	6.7%
504311 Office Supplies	6,326	12,360	4,530	7,000	674	10.7%	11,500	64.3%	12,500	8.7%
504315 Safety Supplies	771	1,030	430	1,030	259	33.6%	1,200	16.5%	1,300	8.3%
504317 Cleaning Supplies	-	876	66	132	132	100.0%	1,000	657.6%	1,100	10.0%
504409 Repair/Maint Supplies	78	-	-	-	(78)	-100.0%	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	515	300	600	600	100.0%	1,000	66.7%	1,100	10.0%
504511 Small Tools	804	2,574	201	2,574	1,770	220.1%	1,500	-41.7%	1,700	13.3%
504515 Employee Tool Replacement	850	1,030	-	1,030	180	21.2%	1,000	-2.9%	1,000	0.0%
Totals	17,549	31,569	9,130	24,196	6,647	37.9%	30,325	25.3%	32,800	8.2%
UTILITIES										
505011 Gas & Electric	12,557	13,728	8,544	13,728	1,171	9.3%	-	-100.0%	-	0.0%
505021 Water & Garbage	4,188	4,160	2,932	4,400	212	5.1%	-	-100.0%	-	0.0%
505031 Telecommunications	29,991	36,036	16,108	32,000	2,009	6.7%	37,000	15.6%	38,200	3.2%
Totals	46,736	53,924	27,584	50,128	3,392	7.3%	37,000	-26.2%	38,200	3.2%
CASUALTY & LIABILITY										
506011 Insurance - Property	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%

76942

6/5/2008

Paratransit - 3100

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Paratransit - 3100

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
TAXES										
507051 Fuel Tax	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
507201 Licenses & Permits	-	644	-	-	-	0.0%	750	100.0%	800	6.7%
507999 Other Taxes	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	644	-	-	-	0.0%	750	100.0%	800	6.7%
PURCHASED TRANS.										
503406 Contract/Paratransit	200,482	200,000	188,500	392,740	192,258	95.9%	250,000	-36.3%	257,500	3.0%
Totals	200,482	200,000	188,500	392,740	192,258	95.9%	250,000	-36.3%	257,500	3.0%
MISC EXPENSE										
509011 Dues/Subscriptions	-	295	-	-	-	0.0%	-	0.0%	-	0.0%
509085 Advertising - Rev Prod	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509121 Employee Training	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509123 Travel	-	50	-	-	-	0.0%	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509150 Contributions	150	150	-	150	-	0.0%	150	0.0%	150	0.0%
509198 Cash Over/Short	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	150	495	-	150	-	0.0%	150	0.0%	150	0.0%
LEASES & RENTALS										
512011 Facility Lease	135,355	148,393	92,911	148,393	13,038	9.6%	-	-100.0%	-	0.0%
512061 Equipment Rental	498	636	373	636	138	27.7%	700	10.1%	800	14.3%
Totals	135,853	149,029	93,284	149,029	13,176	9.7%	700	-99.5%	800	14.3%
PERSONNEL TOTAL	2,604,058	3,021,557	1,854,297	2,824,481	220,423	8.5%	3,441,785	21.9%	3,633,705	5.6%
NON-PERSONNEL TOTAL	565,795	768,566	513,928	968,962	403,167	71.3%	797,925	-17.7%	866,450	8.6%
DEPARTMENT TOTALS	3,169,853	3,790,123	2,368,225	3,793,443	623,590	19.7%	4,239,710	11.8%	4,500,155	6.1%

7643

6/5/2008

Paratransit - 3100

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Operations - 3200

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
LABOR										
501011 Bus Operator Pay	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
501021 <u>Other Salaries</u>	1,050,130	1,187,936	688,622	1,025,000	(25,130)	-2.4%	1,108,413	8.1%	1,138,673	2.7%
501023 Other OT	172,717	140,000	112,435	168,782	(3,935)	-2.3%	174,841	3.6%	179,614	2.7%
Totals	1,222,847	1,327,936	801,057	1,193,782	(29,065)	-2.4%	1,283,254	7.5%	1,318,287	2.7%
FRINGE BENEFITS										
502011 Medicare/Soc. Sec.	13,703	13,520	8,907	13,520	(183)	-1.3%	13,267	-1.9%	13,637	2.8%
502021 Retirement	148,201	182,488	109,630	182,488	34,287	23.1%	186,209	2.0%	181,517	-2.5%
502031 Medical Ins	195,650	243,458	143,065	243,439	47,789	24.4%	267,783	10.0%	297,366	11.0%
502041 Dental Ins	22,839	26,500	15,293	24,867	2,028	8.9%	24,867	0.0%	25,489	2.5%
502045 Vision Ins	6,159	6,400	4,040	6,379	220	3.6%	6,698	5.0%	6,698	0.0%
502051 Life Ins/AD&D	2,629	2,669	1,405	2,526	(103)	-3.9%	2,526	0.0%	2,526	0.0%
502060 State Disability Ins (SDI)	10,859	20,804	5,844	10,392	(467)	-4.3%	10,799	3.9%	11,210	3.8%
502061 Long Term Disability Ins	12,439	13,821	8,892	13,304	865	7.0%	12,546	-5.7%	12,922	3.0%
502071 State Unemployment Ins (SUI)	3,273	5,452	3,041	3,220	(53)	-1.6%	3,220	0.0%	3,220	0.0%
502081 Worker's Comp Ins	65,676	46,954	20,116	30,174	(35,502)	-54.1%	67,121	122.4%	69,049	2.9%
502101 Holiday Pay	16,536	15,100	14,432	15,100	(1,436)	-8.7%	15,672	3.8%	16,099	2.7%
502103 Floating Holiday	15,778	8,100	89	8,100	(7,678)	-48.7%	8,631	6.6%	8,816	2.1%
502109 Sick Leave	19,768	60,400	21,989	60,400	40,632	205.5%	62,568	3.6%	64,276	2.7%
502111 Annual Leave	212,122	155,600	104,977	155,600	(56,522)	-26.6%	161,186	3.6%	165,586	2.7%
502121 Other Paid Absence	5,975	12,000	13,588	12,000	6,025	100.8%	12,431	3.6%	12,770	2.7%
502251 Phys. Exams	526	396	348	564	38	7.2%	581	3.1%	500	-14.0%
502253 Driver Lic Renewal	-	216	171	264	264	100.0%	-	-100.0%	-	0.0%
502999 Other Fringe Benefits	2,357	2,044	2,746	3,800	1,443	61.2%	3,800	0.0%	3,914	3.0%
Totals	754,490	815,921	478,572	786,137	31,647	4.2%	859,905	9.4%	895,596	4.2%

4492

6/5/2008

Operations - 3200

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Operations - 3200

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
SERVICES										
503011 Accting/Audit Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503031 Prof/Technical Fees	21,083	26,523	16,144	25,000	3,917	18.6%	30,000	20.0%	30,900	3.0%
503032 Legislative Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503033 Legal Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503041 Temp Help	-	-	7,853	-	-	0.0%	-	0.0%	-	0.0%
503161 Custodial Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503162 Uniforms/Laundry	549	515	134	515	(34)	-6.2%	550	6.8%	565	2.7%
503171 Security Services	383,479	432,600	216,253	350,000	(33,479)	-8.7%	400,000	14.3%	412,000	3.0%
503221 Classified/Legal Ads	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503222 Legal Ads	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503225 Graphic Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503352 Repair - Equipment	3,315	2,652	1,695	2,652	(663)	-20.0%	3,000	13.1%	3,200	6.7%
503353 Repair - Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	408,426	462,290	242,079	378,167	(30,259)	-7.4%	433,550	14.6%	446,665	3.0%
MOBILE MATERIALS & SUPPLIES										
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%

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6/5/2008

Operations - 3200

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Operations - 3200

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES										
504205 Freight Out	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504211 Postage & Mailing	135	824	150	250	115	85.2%	875	250.0%	900	2.9%
504214 Promotional Items	-	26	-	-	-	0.0%	-	0.0%	-	0.0%
504215 Printing	15,850	15,450	4,310	15,450	(400)	-2.5%	15,000	-2.9%	15,000	0.0%
504217 Photo Supp/Process	3,475	3,090	1,189	3,090	(385)	-11.1%	3,500	13.3%	3,500	0.0%
504311 Office Supplies	7,757	15,960	6,462	10,000	2,243	28.9%	14,700	47.0%	15,200	3.4%
504315 Safety Supplies	217	721	64	-	(217)	-100.0%	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	103	-	-	-	0.0%	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504511 Small Tools	-	103	-	-	-	0.0%	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	27,434	36,277	12,175	28,790	1,356	4.9%	34,075	18.4%	34,600	1.5%
UTILITIES										
505011 Gas & Electric	22,931	29,484	16,452	26,000	3,069	13.4%	-	-100.0%	-	0.0%
505021 Water & Garbage	22,988	31,668	19,295	29,000	6,012	26.2%	-	-100.0%	-	0.0%
505031 Telecommunications	10,515	12,012	17,031	26,000	15,485	147.3%	32,500	25.0%	33,500	3.1%
Totals	56,434	73,164	52,778	81,000	24,566	43.5%	32,500	-59.9%	33,500	3.1%
CASUALTY & LIABILITY										
506011 Insurance - Property	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%

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6/5/2008

Operations - 3200

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Operations - 3200

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
TAXES										
507051 Fuel Tax	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
507999 Other Taxes	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
PURCHASED TRANS.										
503406 Contract/Paratransit	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
MISC EXPENSE										
509011 Dues/Subscriptions	-	70	-	-	-	0.0%	-	0.0%	-	0.0%
509085 Advertising - Rev Prod	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509121 Employee Training	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509123 Travel	-	50	-	-	-	0.0%	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509150 Contributions	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	120	-	-	-	0.0%	-	0.0%	-	0.0%
LEASES & RENTALS										
512011 Facility Lease	66,547	64,821	44,325	67,208	661	1.0%	25,841	-61.6%	26,615	3.0%
512061 Equipment Rental	2,718	7,638	2,573	4,500	1,782	65.6%	5,000	11.1%	5,000	0.0%
Totals	69,265	72,459	46,898	71,708	2,443	3.5%	30,841	-57.0%	31,615	2.5%
PERSONNEL TOTAL	1,977,337	2,143,857	1,279,629	1,979,919	2,582	0.1%	2,143,159	8.2%	2,213,883	3.3%
NON-PERSONNEL TOTAL	561,559	644,310	353,930	559,665	(1,894)	-0.3%	530,966	-5.1%	546,380	2.9%
DEPARTMENT TOTALS	2,538,896	2,788,167	1,633,559	2,539,584	688	0.0%	2,674,125	5.3%	2,760,263	3.2%

7647

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
Bus Operators - 3300**

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
LABOR										
501011 Bus Operator Pay	6,189,819	7,018,193	4,184,308	5,982,462	(207,357)	-3.3%	6,794,779	13.6%	6,730,992	-0.9%
501013 Bus Operator OT	1,124,696	1,100,000	808,900	1,213,350	88,654	7.9%	1,234,098	1.7%	1,258,904	2.0%
501021 Other Salaries	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
501023 Other OT	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	7,314,515	8,118,193	4,993,208	7,195,812	(118,703)	-1.6%	8,028,877	11.6%	7,989,895	-0.5%
FRINGE BENEFITS										
502011 Medicare/Soc. Sec.	98,817	130,000	65,783	98,675	(143)	-0.1%	96,496	-2.2%	96,502	0.0%
502021 Retirement	865,237	1,063,418	625,933	938,900	73,663	8.5%	1,060,393	12.9%	1,055,966	-0.4%
502031 Medical Ins	1,380,707	1,738,182	1,005,528	1,648,454	267,747	19.4%	1,834,663	11.3%	2,049,726	11.7%
502041 Dental Ins	188,771	176,000	130,994	194,930	6,159	3.3%	198,753	2.0%	203,722	2.5%
502045 Vision Ins	52,075	50,000	34,527	50,715	(1,360)	-2.6%	53,920	6.3%	53,920	0.0%
502051 Life Ins/AD&D	21,272	19,404	10,258	18,603	(2,669)	-12.5%	18,837	1.3%	18,837	0.0%
502060 State Disability Ins (SDI)	77,967	176,832	43,299	82,616	4,649	6.0%	86,993	5.3%	90,237	3.7%
502061 Long Term Disability Ins	105,490	103,959	78,403	118,230	12,740	12.1%	119,710	1.3%	118,678	-0.9%
502071 State Unemployment Ins (SUI)	22,580	46,341	25,000	25,599	3,019	13.4%	25,921	1.3%	25,921	0.0%
502081 Worker's Comp Ins	556,905	887,121	495,357	743,036	186,131	33.4%	540,324	-27.3%	555,845	2.9%
502101 Holiday Pay	186,888	215,000	150,206	245,912	59,024	31.6%	250,788	2.0%	249,741	-0.4%
502103 Floating Holiday	1,742	-	-	-	(1,742)	-100.0%	-	0.0%	-	0.0%
502109 Sick Leave	322,761	358,000	204,940	359,476	36,715	11.4%	362,767	0.9%	354,617	-2.2%
502111 Annual Leave	748,601	678,000	481,219	730,920	(17,681)	-2.4%	733,535	0.4%	722,170	-1.5%
502121 Other Paid Absence	58,523	60,000	22,795	60,217	1,694	2.9%	60,817	1.0%	59,722	-1.8%
502251 Phys. Exams	3,948	8,000	3,066	8,000	4,052	102.6%	8,000	0.0%	8,000	0.0%
502253 Driver Lic Renewal	1,250	2,480	678	2,480	1,230	98.4%	3,000	21.0%	3,000	0.0%
502999 Other Fringe Benefits	5,795	6,774	4,298	9,732	3,937	67.9%	13,332	37.0%	13,732	3.0%
Totals	4,699,329	5,719,512	3,382,284	5,336,494	637,165	13.6%	5,468,248	2.5%	5,680,335	3.9%

8149 L

6/5/2008

Bus Operators - 3300

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Bus Operators - 3300

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
SERVICES										
503011 Accting/Audit Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503031 Prof/Technical Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503032 Legislative Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503033 Legal Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503041 Temp Help	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503161 Custodial Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503162 <u>Uniforms/Laundry</u>	3,104	6,000	1,353	2,500	(604)	-19.5%	4,000	60.0%	4,150	3.8%
503171 Security Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503222 Legal Ads	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503225 Graphic Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	3,104	6,000	1,353	2,500	(604)	-19.5%	4,000	60.0%	4,150	3.8%
MOBILE MATERIALS & SUPPLIES										
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%

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6/5/2008

Bus Operators - 3300

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Bus Operators - 3300

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES										
504205 Freight Out	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504214 Promotional Items	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504215 Printing	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504311 Office Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504315 Safety Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504511 Small Tools	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
UTILITIES										
505011 Gas & Electric	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
505031 Telecommunications	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
CASUALTY & LIABILITY										
506011 Insurance - Property	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%

7.650

6/5/2008

Bus Operators - 3300

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Bus Operators - 3300

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
TAXES										
507051 Fuel Tax	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
507999 Other Taxes	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
PURCHASED TRANS.										
503406 Contract/Paratransit	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
MISC EXPENSE										
509011 Dues/Subscriptions	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509085 Advertising - Rev Prod	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509101 <u>Employee Incentive Program</u>	2,346	3,000	3,439	5,159	2,813	119.9%	3,500	-32.2%	3,500	0.0%
509121 Employee Training	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509123 Travel	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509150 Contributions	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	2,346	3,000	3,439	5,159	2,813	119.9%	3,500	-32.2%	3,500	0.0%
LEASES & RENTALS										
512011 Facility Lease	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
PERSONNEL TOTAL	12,013,844	13,837,705	8,375,492	12,532,306	518,462	4.3%	13,497,125	7.7%	13,670,230	1.3%
NON-PERSONNEL TOTAL	5,450	9,000	4,792	7,659	2,209	40.5%	7,500	-2.1%	7,650	2.0%
DEPARTMENT TOTALS	12,019,294	13,846,705	8,380,284	12,539,965	520,671	4.3%	13,504,625	7.7%	13,677,880	1.3%

1591

6/5/2008

Bus Operators - 3300

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Fleet Maintenance - 4100

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
LABOR										
501011 Bus Operator Pay	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
501021 <u>Other Salaries</u>	1,990,687	2,295,029	1,454,353	2,145,029	154,342	7.8%	2,104,867	-1.9%	2,150,125	2.2%
501023 Other OT	59,713	70,000	62,817	85,674	25,961	43.5%	88,013	2.7%	90,530	2.9%
Totals	2,050,400	2,365,029	1,517,170	2,230,703	180,303	8.8%	2,192,880	-1.7%	2,240,655	2.2%
FRINGE BENEFITS										
502011 Medicare/Soc. Sec.	27,273	31,200	19,507	31,200	3,927	14.4%	30,767	-1.4%	31,527	2.5%
502021 Retirement	285,559	351,699	223,065	335,000	49,441	17.3%	350,229	4.5%	340,576	-2.8%
502031 Medical Ins	458,694	569,229	352,220	549,025	90,331	19.7%	576,014	4.9%	639,650	11.0%
502041 Dental Ins	54,543	65,000	38,947	61,503	6,960	12.8%	59,773	-2.8%	61,268	2.5%
502045 Vision Ins	14,413	15,000	10,047	15,310	897	6.2%	15,406	0.6%	15,406	0.0%
502051 Life Ins/AD&D	6,042	6,064	3,290	5,709	(333)	-5.5%	5,475	-4.1%	5,475	0.0%
502060 State Disability Ins (SDI)	19,816	56,170	11,629	24,941	5,125	25.9%	24,838	-0.4%	25,782	3.8%
502061 Long Term Disability Ins	27,454	28,167	19,454	28,167	713	2.6%	26,074	-7.4%	25,579	-1.9%
502071 State Unemployment Ins (SUI)	7,378	14,720	7,860	7,728	350	4.7%	7,406	-4.2%	7,406	0.0%
502081 Worker's Comp Ins	65,626	176,670	70,629	105,944	40,318	61.4%	154,985	46.3%	159,419	2.9%
502101 Holiday Pay	24,270	29,700	27,180	29,700	5,430	22.4%	29,476	-0.8%	30,180	2.4%
502103 Floating Holiday	6,263	5,300	-	5,300	(963)	-15.4%	10,074	90.1%	9,788	-2.8%
502109 Sick Leave	93,298	118,800	59,459	118,800	25,502	27.3%	162,639	36.9%	130,223	-19.9%
502111 Annual Leave	363,651	291,300	196,167	295,000	(68,651)	-18.9%	329,202	11.6%	306,079	-7.0%
502121 Other Paid Absence	52,258	40,000	17,665	25,000	(27,258)	-52.2%	24,815	-0.7%	25,393	2.3%
502251 Phys. Exams	1,861	1,452	282	1,452	(409)	-22.0%	1,700	17.1%	1,800	5.9%
502253 Driver Lic Renewal	70	735	98	687	617	881.4%	350	-49.1%	400	14.3%
502999 Other Fringe Benefits	2,568	3,087	2,398	3,100	532	20.7%	3,100	0.0%	3,193	3.0%
Totals	1,511,037	1,804,294	1,059,897	1,643,566	132,529	8.8%	1,812,322	10.3%	1,819,144	0.4%

7.652

6/5/2008

Fleet Maint- 4100

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Fleet Maintenance - 4100

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
SERVICES										
503011 Accting/Audit Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503031 Prof/Technical Fees	1,800	4,120	2,600	4,120	2,320	128.9%	3,000	-27.2%	3,200	6.7%
503032 Legislative Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503033 Legal Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503041 Temp Help	3,999	-	1,808	-	(3,999)	-100.0%	-	0.0%	-	0.0%
503161 Custodial Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503162 Uniforms/Laundry	32,487	27,583	20,182	28,500	(3,987)	-12.3%	30,000	5.3%	31,000	3.3%
503171 Security Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503221 Classified/Legal Ads	4,788	5,665	4,062	5,600	812	17.0%	7,000	25.0%	7,300	4.3%
503222 Legal Ads	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503225 Graphic Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503352 Repair - Equipment	62,557	63,979	40,729	63,979	1,422	2.3%	162,019	153.2%	164,000	1.2%
503353 Repair - Rev Vehicle	209,911	212,619	132,785	200,000	(9,911)	-4.7%	250,000	25.0%	257,300	2.9%
503354 Repair - Non Rev Vehicle	26,491	55,826	19,752	30,000	3,509	13.2%	30,000	0.0%	31,500	5.0%
503363 Haz Mat Disposal	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	342,033	369,792	221,918	332,199	(9,834)	-2.9%	482,019	45.1%	494,300	2.5%
MOBILE MATERIALS & SUPPLIES										
504011 Fuels & Lubricants - Non Rev Veh	113,487	122,000	102,341	165,000	51,513	45.4%	196,000	18.8%	200,500	2.3%
504012 Fuels & Lubricants - Rev Veh	1,967,218	3,055,175	1,432,116	2,255,175	287,957	14.6%	2,900,000	28.6%	2,995,000	3.3%
504021 Tires & Tubes	170,193	214,000	110,619	214,000	43,807	25.7%	180,000	-15.9%	187,000	3.9%
504161 Other Mobile Supplies	7,580	8,000	4,604	9,500	1,920	25.3%	10,000	5.3%	10,300	3.0%
504191 Rev Vehicle Parts	652,944	640,000	450,668	645,000	(7,944)	-1.2%	702,000	8.8%	722,000	2.8%
Totals	2,911,422	4,039,175	2,100,348	3,288,675	377,253	13.0%	3,988,000	21.3%	4,114,800	3.2%

7.653

6/5/2008

Fleet Maint- 4100

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Fleet Maintenance - 4100

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES										
504205 Freight Out	2,232	4,120	2,415	4,500	2,268	101.6%	3,500	-22.2%	3,600	2.9%
504211 Postage & Mailing	848	824	340	600	(248)	-29.2%	925	54.2%	1,000	8.1%
504214 Promotional Items	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504215 Printing	579	5,511	269	500	(79)	-13.6%	700	40.0%	800	14.3%
504217 Photo Supp/Process	-	103	-	-	-	0.0%	400	100.0%	400	0.0%
504311 Office Supplies	7,244	5,500	5,714	9,000	1,756	24.2%	9,000	0.0%	9,500	5.6%
504315 Safety Supplies	11,038	11,000	15,525	17,500	6,462	58.5%	25,000	42.9%	26,000	4.0%
504317 Cleaning Supplies	23,675	22,351	14,762	20,000	(3,675)	-15.5%	24,000	20.0%	25,000	4.2%
504409 Repair/Maint Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504421 Non-Inventory Parts	31,763	41,200	29,619	45,000	13,237	41.7%	41,000	-8.9%	42,000	2.4%
504511 Small Tools	5,982	4,120	4,969	6,500	518	8.7%	5,000	-23.1%	5,200	4.0%
504515 Employee Tool Replacement	563	1,545	776	1,545	982	174.4%	1,600	3.6%	1,700	6.3%
Totals	83,924	96,274	74,389	105,145	21,221	25.3%	111,125	5.7%	115,200	3.7%
UTILITIES										
505011 Gas & Electric	75,274	62,400	63,745	96,000	20,726	27.5%	-	-100.0%	-	0.0%
505021 Water & Garbage	15,149	21,840	16,337	24,506	9,357	61.8%	-	-100.0%	-	0.0%
505031 Telecommunications	5,993	9,085	3,802	6,500	507	8.5%	13,013	100.2%	19,504	49.9%
Totals	96,416	93,325	83,884	127,006	30,590	31.7%	13,013	-89.8%	19,504	49.9%
CASUALTY & LIABILITY										
506011 Insurance - Property	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506015 Insurance - PL/PPD	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	(7,388)	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	(7,388)	-	-	0.0%	-	0.0%	-	0.0%

71654

6/5/2008

Fleet Maint- 4100

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Fleet Maintenance - 4100

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
TAXES										
507051 Fuel Tax	9,416	10,656	3,578	9,000	(416)	-4.4%	11,000	22.2%	11,300	2.7%
507201 Licenses & Permits	-	196	-	-	-	0.0%	100	100.0%	100	0.0%
507999 Other Taxes	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	9,416	10,852	3,578	9,000	(416)	-4.4%	11,100	23.3%	11,400	2.7%
PURCHASED TRANS.										
503406 Contract/Paratransit	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
MISC EXPENSE										
509011 Dues/Subscriptions	625	1,000	749	1,000	375	60.0%	1,200	20.0%	1,300	8.3%
509085 Advertising - Rev Prod	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509121 Employee Training	150	-	-	-	(150)	-100.0%	-	0.0%	-	0.0%
509123 Travel	28	50	-	-	(28)	-100.0%	-	0.0%	-	0.0%
509125 Local Meeting Expense	12	-	-	-	(12)	-100.0%	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509150 Contributions	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	815	1,050	749	1,000	185	22.7%	1,200	20.0%	1,300	8.3%
LEASES & RENTALS										
512011 Facility Lease	235,494	160,000	97,596	160,000	(75,494)	-32.1%	-	-100.0%	-	0.0%
512061 Equipment Rental	66,237	50,000	5,032	5,500	(60,737)	-91.7%	10,000	81.8%	10,300	3.0%
Totals	301,731	210,000	102,628	165,500	(136,231)	-45.1%	10,000	-94.0%	10,300	3.0%
PERSONNEL TOTAL	3,561,437	4,169,323	2,577,067	3,874,269	312,832	8.8%	4,005,202	3.4%	4,059,799	1.4%
NON-PERSONNEL TOTAL	3,745,757	4,820,468	2,580,106	4,028,525	282,768	7.5%	4,616,457	14.6%	4,766,804	3.3%
DEPARTMENT TOTALS	7,307,194	8,989,791	5,157,173	7,902,794	595,600	8.2%	8,621,659	9.1%	8,826,603	2.4%

7.655

6/5/2008

Fleet Maint- 4100

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 COBRA Benefits - 9001

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
LABOR										
501011 Bus Operator Pay	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
501021 Other Salaries	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
501023 Other OT	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
FRINGE BENEFITS										
502011 Medicare/Soc. Sec.	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502021 Retirement	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502031 Medical Ins	5,000	-	484	15,320	10,320	206.4%	-	-100.0%	-	0.0%
502041 Dental Ins	(2,770)	-	(2,161)	(1,196)	1,574	-56.8%	-	-100.0%	-	0.0%
502045 Vision Ins	(941)	-	(439)	(248)	693	-73.6%	-	-100.0%	-	0.0%
502051 Life Ins/AD&D	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502060 State Disability Ins (SDI)	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502061 Long Term Disability Ins	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502071 State Unemployment Ins (SUI)	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502081 Worker's Comp Ins	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502101 Holiday Pay	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502103 Floating Holiday	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502109 Sick Leave	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502111 Annual Leave	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502121 Other Paid Absence	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502251 Phys. Exams	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502999 Other Fringe Benefits	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	1,289	-	(2,116)	13,876	12,587	976.5%	-	-100.0%	-	0.0%

71656

5/5/2008

COBRA- 9001

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 COBRA Benefits - 9001

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
SERVICES										
503011 Accting/Audit Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503031 Prof/Technical Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503032 Legislative Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503033 Legal Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503041 Temp Help	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503161 Custodial Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503171 Security Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503222 Legal Ads	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503225 Graphic Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
MOBILE MATERIALS & SUPPLIES										
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%

71657

6/5/2008

COBRA- 9001

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 COBRA Benefits - 9001

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES										
504205 Freight Out	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504214 Promotional Items	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504215 Printing	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504311 Office Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504315 Safety Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504511 Small Tools	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
UTILITIES										
505011 Gas & Electric	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
505031 Telecommunications	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
CASUALTY & LIABILITY										
506011 Insurance - Property	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%

7658

3/5/2008

COBRA- 9001

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 COBRA Benefits - 9001

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 02/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
TAXES										
507051 Fuel Tax	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
507999 Other Taxes	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
PURCHASED TRANS.										
503406 Contract/Paratransit	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
MISC EXPENSE										
509011 Dues/Subscriptions	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509085 Advertising - Rev Prod	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509121 Employee Training	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509123 Travel	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509150 Contributions	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
LEASES & RENTALS										
512011 Facility Lease	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
PERSONNEL TOTAL	1,289	-	(2,116)	13,876	12,587	976.5%	-	-100.0%	-	0.0%
NON-PERSONNEL TOTAL	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
DEPARTMENT TOTALS	1,289	-	(2,116)	13,876	12,587	976.5%	-	-100.0%	-	0.0%

7.659

6/5/2008

COBRA- 9001

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Retired Employee Benefits - 9005

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 12/31/07 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
LABOR										
501011 Bus Operator Pay	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
501021 Other Salaries	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
501023 Other OT	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
FRINGE BENEFITS										
502011 Medicare/Soc. Sec.	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502021 Retirement	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502031 Medical Ins	1,162,261	1,525,000	859,997	1,385,949	223,688	19.2%	1,515,552	9.4%	1,845,874	21.8%
502041 Dental Ins	76,977	91,000	55,516	88,661	11,684	15.2%	84,340	-4.9%	100,539	19.2%
502045 Vision Ins	26,195	32,000	18,420	28,068	1,873	7.2%	28,132	0.2%	30,812	9.5%
502051 Life Ins/AD&D	8,300	11,000	4,789	10,296	1,996	24.0%	9,828	-4.5%	10,764	9.5%
502060 State Disability Ins (SDI)	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502061 Long Term Disability Ins	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502071 State Unemployment Ins (SUI)	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502081 Worker's Comp Ins	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502101 Holiday Pay	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502103 Floating Holiday	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502109 Sick Leave	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502111 Annual Leave	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502121 Other Paid Absence	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502251 Phys. Exams	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502999 Other Fringe Benefits	84,289	75,000	43,642	75,000	(9,289)	-11.0%	82,500	10.0%	92,400	12.0%
Totals	1,358,022	1,734,000	982,364	1,587,974	229,952	16.9%	1,720,352	8.3%	2,080,389	20.9%

21660

6/5/2008

Retirees- 9005

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Retired Employee Benefits - 9005

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 12/31/07 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
SERVICES										
503011 Accting/Audit Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503031 Prof/Technical Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503032 Legislative Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503033 Legal Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503041 Temp Help	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503161 Custodial Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503171 Security Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503222 Legal Ads	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503225 Graphic Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
MOBILE MATERIALS & SUPPLIES										
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%

199.2

6/5/2008

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Retired Employee Benefits - 9005

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 12/31/07 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES										
504205 Freight Out	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504214 Promotional Items	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504215 Printing	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504311 Office Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504315 Safety Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504421 Non-inventory Parts	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504511 Small Tools	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
UTILITIES										
505011 Gas & Electric	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
505031 Telecommunications	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
CASUALTY & LIABILITY										
506011 Insurance - Property	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%

2992

6/5/2008

Retirees- 9005

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 Retired Employee Benefits - 9005

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 12/31/07 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07 PROJ FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
TAXES										
507051 Fuel Tax	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
507999 Other Taxes	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
PURCHASED TRANS.										
503406 Contract/Paratransit	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
MISC EXPENSE										
509011 Dues/Subscriptions	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509085 Advertising - Rev Prod	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509121 Employee Training	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509123 Travel	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509150 Contributions	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
LEASES & RENTALS										
512011 Facility Lease	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
PERSONNEL TOTAL	1,358,022	1,734,000	982,364	1,587,974	229,952	16.9%	1,720,352	8.3%	2,080,389	20.9%
NON-PERSONNEL TOTAL	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
DEPARTMENT TOTALS	1,358,022	1,734,000	982,364	1,587,974	229,952	16.9%	1,720,352	8.3%	2,080,389	20.9%

7.663

6/5/2008

Retirees- 9005

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
SCCIC/COPS - 700**

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 2/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07-FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
LABOR										
501011 Bus Operator Pay	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
501021 Other Salaries	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
501023 Other OT	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
FRINGE BENEFITS										
502011 Medicare/Soc. Sec.	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502021 Retirement	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502031 Medical Ins	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502041 Dental Ins	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502045 Vision Ins	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502051 Life Ins/AD&D	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502060 State Disability Ins (SDI)	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502061 Long Term Disability Ins	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502071 State Unemployment Ins (SUI)	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502081 Worker's Comp Ins	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502101 Holiday Pay	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502103 Floating Holiday	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502109 Sick Leave	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502111 Annual Leave	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502121 Other Paid Absence	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502251 Phys. Exams	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
502999 Other Fringe Benefits	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%

7/6/08

6/5/2008

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 SCCIC/COPS - 700

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 2/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07-FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
SERVICES										
503011 Accting/Audit Fees	250	250	250	250	-	0.0%	250	0.0%	250	0.0%
503012 Admin/Bank Fees	30	50	10	50	20	66.7%	50	0.0%	50	0.0%
503031 Prof/Technical Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503032 Legislative Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503033 Legal Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503041 Temp Help	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503161 Custodial Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503171 Security Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503222 Legal Ads	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503225 Graphic Services	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	280	300	260	300	20	7.1%	300	0.0%	300	0.0%
MOBILE MATERIALS & SUPPLIES										
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%

5792

6/5/2008

SCCIC - 700

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 SCCIC/COPS - 700

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 2/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07-FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES										
504205 Freight Out	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504214 Promotional Items	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504215 Printing	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504311 Office Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504315 Safety Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504511 Small Tools	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
UTILITIES										
505011 Gas & Electric	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
505031 Telecommunications	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
CASUALTY & LIABILITY										
506011 Insurance - Property	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%

71666

6/5/2008

SCCIC - 700

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 FINAL OPERATING BUDGET
 SCCIC/COPS - 700

ACCOUNT	ACTUAL FY07	FINAL BUDGET FY08	ACTUAL 2/29/08 FY08	PROJECTED BUDGET FY08	\$ CHANGE ACTUAL FY07 PROJ FY08	% CHANGE ACTUAL FY07-FY08	BUDGET FY09	% CHANGE PROJ FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
TAXES										
507051 Fuel Tax	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
507999 Other Taxes	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
PURCHASED TRANS.										
503406 Contract/Paratransit	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
MISC EXPENSE										
509011 Dues/Subscriptions	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509085 Advertising - Rev Prod	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509121 Employee Training	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509123 Travel	-	200	-	-	-	0.0%	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509150 Contributions	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	200	-	-	-	0.0%	-	0.0%	-	0.0%
LEASES & RENTALS										
512011 Facility Lease	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
PERSONNEL TOTAL	-	-	-	-	-	0.0%	-	0.0%	-	0.0%
NON-PERSONNEL TOTAL	280	500	260	300	20	7.1%	300	0.0%	300	0.0%
DEPARTMENT TOTALS	280	500	260	300	20	7.1%	300	0.0%	300	0.0%

7.6.07

6/5/2008

SCCIC- 700

ATTACHMENT C

FY09 and FY10

FINAL AUTHORIZED AND FUNDED PERSONNEL

FY09 & FY10 FINAL BUDGET
 Authorized and Funded Personnel - Full Time Equivalent (FTE)
 Summary

Department	Authorized FY 08	Funded FY 08	Authorized FY 09	Funded FY 09	Authorized FY 10	Funded FY 10
Administration - 1100	9.00	9.00	9.00	8.50	9.00	8.00
Finance - 1200	6.50	6.00	6.50	6.00	6.50	6.00
Customer Service - 1300	10.25	5.75	10.25	5.75	10.25	5.75
Human Resources - 1400	6.00	6.00	6.00	6.00	6.00	6.00
Information Technology - 1500	4.00	4.00	4.00	4.00	4.00	4.00
District Counsel - 1700	4.00	4.00	4.00	4.00	4.00	4.00
Facilities Maintenance - 2200	17.00	13.00	17.00	13.00	17.00	13.00
Paratransit - 3100	54.00	53.00	54.00	56.00	54.00	56.00
Operations - 3200	23.00	20.00	23.00	20.00	23.00	20.00
Bus Operators - 3300	182.00	158.00	182.00	161.00	182.00	161.00
Fleet Maintenance - 4100	57.00	48.00	57.00	46.00	57.00	46.00
Total Full-Time Equivalents (FTEs)	372.75	326.75	372.75	330.25	372.75	329.75

7.c2

FY09 & FY10 FINAL BUDGET
 Authorized and Funded Personnel - Full Time Equivalent (FTE)
 Administration - 1100

Position Title	Authorized FY 08	Funded FY 08	Authorized FY 09	Funded FY 09	Authorized FY 10	Funded FY 10
General Manager	1.00	1.00	1.00	1.00	1.00	1.00
Assistant General Manager	1.00	1.00	1.00	0.50	1.00	0.00
Project Manager*	1.00	1.00	1.00	1.00	1.00	1.00
Admin Services Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	2.00	2.00	2.00	2.00	2.00	2.00
Grants/Legislative Analyst	1.00	1.00	1.00	1.00	1.00	1.00
Transit Planner	1.00	1.00	1.00	1.00	1.00	1.00
Transit Surveyor	1.00	1.00	1.00	1.00	1.00	1.00
Total Full-Time Equivalents (FTEs)	9.00	9.00	9.00	8.50	9.00	8.00

* Funded by capital grant

7.03

FY09 & FY10 FINAL BUDGET
 Authorized and Funded Personnel - Full Time Equivalent (FTE)
 Finance - 1200

Position Title	Authorized FY 08	Funded FY 08	Authorized FY 09	Funded FY 09	Authorized FY 10	Funded FY 10
Finance Manager	1.00	1.00	1.00	1.00	1.00	1.00
Assistant Finance Manager	1.00	1.00	1.00	1.00	1.00	1.00
Senior Accountant	0.50	0.00	0.50	0.00	0.50	0.00
Accounting Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Sr Acctng Tech	2.00	2.00	2.00	2.00	2.00	2.00
Financial Analyst	1.00	1.00	1.00	1.00	1.00	1.00
Total Full-Time Equivalents (FTEs)	6.50	6.00	6.50	6.00	6.50	6.00

7.04

FY09 & FY10 FINAL BUDGET
 Authorized and Funded Personnel - Full Time Equivalent (FTE)
 Customer Service - 1300

Position Title	Authorized FY 08	Funded FY 08	Authorized FY 09	Funded FY 09	Authorized FY 10	Funded FY 10
Planning & Marketing Manager	1.00	0.00	1.00	0.00	1.00	0.00
Service Planning Supervisor	1.00	0.00	1.00	0.00	1.00	0.00
Customer Service Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
Senior CSR/CSR	5.00	3.00	5.00	3.00	5.00	3.00
Ticket & Pass Program Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.25	0.75	1.25	0.75	1.25	0.75
Total Full-Time Equivalents (FTEs)	10.25	5.75	10.25	5.75	10.25	5.75

7.25

FY09 & FY10 FINAL BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Human Resources - 1400

Position Title	Authorized FY 08	Funded FY 08	Authorized FY 09	Funded FY 09	Authorized FY 10	Funded FY 10
Human Resources Manager	1.00	1.00	1.00	1.00	1.00	1.00
Asst Human Resources Manager	1.00	1.00	1.00	1.00	1.00	1.00
Personnel Technician	1.00	1.00	1.00	1.00	1.00	1.00
Benefits Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
Human Resources Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Human Resources Tech	1.00	1.00	1.00	1.00	1.00	1.00
Total Full-Time Equivalents (FTEs)	6.00	6.00	6.00	6.00	6.00	6.00

7.06

FY09 & FY10 FINAL BUDGET
 Authorized and Funded Personnel - Full Time Equivalent (FTE)
 Information Technology - 1500

Position Title	Authorized FY 08	Funded FY 08	Authorized FY 09	Funded FY 09	Authorized FY 10	Funded FY 10
Information Technology Manager	1.00	1.00	1.00	1.00	1.00	1.00
Database Administrator/Sr	1.00	1.00	1.00	1.00	1.00	1.00
Systems Administrator/Sr	1.00	1.00	1.00	1.00	1.00	1.00
IT Technician/Sr IT Tech	1.00	1.00	1.00	1.00	1.00	1.00
Total Full-Time Equivalents (FTEs)	4.00	4.00	4.00	4.00	4.00	4.00

7.67

FY09 & FY10 FINAL BUDGET
 Authorized and Funded Personnel - Full Time Equivalent (FTE)
 District Counsel - 1700

Position Title	Authorized FY 08	Funded FY 08	Authorized FY 09	Funded FY 09	Authorized FY 10	Funded FY 10
District Counsel	1.00	1.00	1.00	1.00	1.00	1.00
Claims Investigator I-II	1.00	1.00	1.00	1.00	1.00	1.00
Paralegal	2.00	2.00	2.00	2.00	2.00	2.00
Total Full-Time Equivalents (FTEs)	4.00	4.00	4.00	4.00	4.00	4.00

7.28

FY09 & FY10 FINAL BUDGET
 Authorized and Funded Personnel - Full Time Equivalent (FTE)
 Facilities Maintenance - 2200

Position Title	Authorized FY 08	Funded FY 08	Authorized FY 09	Funded FY 09	Authorized FY 10	Funded FY 10
Facilities Maintenance Manager	1.00	0.00	1.00	0.00	1.00	0.00
Facilities Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Sr. Facilities Maint Worker	1.00	1.00	1.00	1.00	1.00	1.00
Facilities Maint Worker II	4.00	3.00	4.00	3.00	4.00	3.00
Facilities Maint Worker I	3.00	2.00	3.00	2.00	3.00	2.00
Lead Custodian	1.00	1.00	1.00	1.00	1.00	1.00
Custodial Service Worker I	5.00	5.00	5.00	5.00	5.00	5.00
Administrative Assistant	1.00	0.00	1.00	0.00	1.00	0.00
Total Full-Time Equivalents (FTEs)	17.00	13.00	17.00	13.00	17.00	13.00

7.c9

FY09 & FY10 FINAL BUDGET
 Authorized and Funded Personnel - Full Time Equivalent (FTE)
 Paratransit - 3100

Position Title	Authorized FY 08	Funded FY 08	Authorized FY 09	Funded FY 09	Authorized FY 10	Funded FY 10
Paratransit Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
Assistant Paratransit Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
Accessible Services Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
Paratransit Eligibility Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
Reservation & Scheduling Coord	1.00	1.00	1.00	1.00	1.00	1.00
Safety & Training Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
Dispatcher/Scheduler & Dispatcher	9.00	8.00	8.00	8.00	8.00	8.00
Clerk I-II-III	1.00	2.00	2.00	2.00	2.00	2.00
Van Operator	29.00	29.00	29.00	32.00	29.00	32.00
Reservationist	7.00	6.00	7.00	6.00	7.00	6.00
Mechanic I-II	2.00	2.00	2.00	2.00	2.00	2.00
Total Full-Time Equivalents (FTEs)	54.00	53.00	54.00	56.00	54.00	56.00

7.219

FY09 & FY10 FINAL BUDGET
 Authorized and Funded Personnel - Full Time Equivalent (FTE)
 Operations - 3200

Position Title	Authorized FY 08	Funded FY 08	Authorized FY 09	Funded FY 09	Authorized FY 10	Funded FY 10
Operations Manager	1.00	1.00	1.00	1.00	1.00	1.00
Fixed Route Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
Transit Supervisor	14.00	12.00	14.00	12.00	14.00	12.00
Schedule Analyst	1.00	1.00	1.00	1.00	1.00	1.00
Supervisor of Revenue Collection	1.00	1.00	1.00	1.00	1.00	1.00
Safety & Training Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
Admin Assistant/Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Clerk I	1.00	1.00	1.00	1.00	1.00	1.00
Payroll Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Revenue Specialist	1.00	0.00	1.00	0.00	1.00	0.00
Total Full-Time Equivalents (FTEs)	23.00	20.00	23.00	20.00	23.00	20.00

7.11

FY09 & FY10 FINAL BUDGET
 Authorized and Funded Personnel - Full Time Equivalent (FTE)
 Bus Operators - 3300

Position Title	Authorized FY 08	Funded FY 08	Authorized FY 09	Funded FY 09	Authorized FY 10	Funded FY 10
Bus Operators	182.00	158.00	182.00	161.00	182.00	161.00
Total Full-Time Equivalents (FTEs)	182.00	158.00	182.00	161.00	182.00	161.00

7.c.12

FY09 & FY10 FINAL BUDGET
 Authorized and Funded Personnel - Full Time Equivalent (FTE)
 Fleet Maintenance - 4100

Position Title	Authorized FY 08	Funded FY 08	Authorized FY 09	Funded FY 09	Authorized FY 10	Funded FY 10
Fleet Maintenance Manager	1.00	1.00	1.00	1.00	1.00	1.00
Fleet Maint Supervisor	2.00	2.00	2.00	2.00	2.00	2.00
Lead Mechanic	6.00	6.00	6.00	5.00	6.00	5.00
Mechanic III	4.00	4.00	4.00	4.00	4.00	4.00
Mechanic I - II	16.00	13.00	16.00	13.00	16.00	13.00
Body Repair Mechanic	1.00	0.00	1.00	0.00	1.00	0.00
Upholsterer I - II	1.00	1.00	1.00	1.00	1.00	1.00
Supervisor of Parts & Materials	1.00	1.00	1.00	1.00	1.00	1.00
Lead Parts Clerk	1.00	1.00	1.00	1.00	1.00	1.00
Parts Clerk	1.00	1.00	1.00	1.00	1.00	1.00
Receiving Parts Clerk	1.00	1.00	1.00	1.00	1.00	1.00
Buyer	1.00	1.00	1.00	1.00	1.00	1.00
Admin Assistant/Supervisor	1.00	0.00	1.00	0.00	1.00	0.00
Accounting Tech/Sr Acctng Tech	3.00	3.00	3.00	3.00	3.00	3.00
Administrative Clerk I	1.00	0.00	1.00	0.00	1.00	0.00
Vehicle Service Technician	2.00	2.00	2.00	2.00	2.00	2.00
Detailer	2.00	2.00	2.00	2.00	2.00	2.00
Vehicle Service Worker I - II	12.00	9.00	12.00	8.00	12.00	8.00
Total Full-Time Equivalents (FTEs)	57.00	48.00	57.00	46.00	57.00	46.00

7.613

ATTACHMENT D

FY09

FINAL CAPITAL BUDGET

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 FINAL CAPITAL BUDGET**

PROJECT/ACTIVITY	FEDERAL FUNDS	STATE/ OTHER FUNDS	DISTRICT FUNDS	TOTAL
<u>Grant-Funded Projects</u>				
1) MetroBase Maintenance Facility	\$ 752,084		\$ 2,853,320	\$ 3,605,404
2) MetroBase Operations Facility		\$ 4,404,019	\$ 5,000,000	\$ 9,404,019
Pacific Station Project	\$ 1,853,667	\$ 1,336,633		\$ 3,190,300
3) CNG Bus Conversions		\$ 3,410,000		\$ 3,410,000
Local Bus Replacement		\$ 3,372,932	\$ 200,000	\$ 3,572,932
H17 Bus Replacement		\$ 2,097,050	\$ 262,000	\$ 2,359,050
Advanced Traveller Information System		\$ 500,000		\$ 500,000
Trapeze Pass Interactive Voice Response System	\$ 62,592	\$ 28,549		\$ 91,141
Subtotal	<u>\$ 2,668,343</u>	<u>\$ 15,149,183</u>	<u>\$ 8,315,320</u>	<u>\$ 26,132,846</u>
<u>IT Projects</u>				
Replace Fleet & Facilities Maintenance Software		\$ 470,000		\$ 470,000
Upgrade District Phone System		\$ 100,000		\$ 100,000
GFI Data Warehouse Project: Phase I		\$ 65,000		\$ 65,000
Replace 4 Windows and 1 Sun Server		\$ 50,000		\$ 50,000
Trapeze Pass Customer Certification Software		\$ 46,000		\$ 46,000
ATP - Hastus Run Time Analysis Program - IT/OPS		\$ 19,264		\$ 19,264
Upgrade GFI software to System 7 Version 2		\$ 17,000		\$ 17,000
(2) Laptops (1) IT (1) Financial Analyst		\$ 4,500		\$ 4,500
FMLA Tracking Software		\$ 4,000		\$ 4,000
Portable Projector w/case		\$ 2,000		\$ 2,000
Subtotal		<u>\$ 777,764</u>	<u>\$ -</u>	<u>\$ 777,764</u>

7.d.2

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 FINAL CAPITAL BUDGET**

PROJECT/ACTIVITY	FEDERAL FUNDS	STATE/ OTHER FUNDS	DISTRICT FUNDS	TOTAL
<u>Facilities Repair & Improvements</u>				
Bus Camera Project	\$ 205,000			\$ 205,000
Facility Camera Security System	\$ 220,000			\$ 220,000
Bus Stop Improvements	\$ 179,900			\$ 179,900
Passenger Waiting Shelters - LNI (10)	\$ 70,000			\$ 70,000
Replace Roof - Watsonville Transit Center Main Building	\$ 50,000			\$ 50,000
Replace Dispatch Console	\$ 25,000			\$ 25,000
Patch, Reseal, and Restripe - Greyhound Lot	\$ 21,390			\$ 21,390
Digital ID Card Processing Equipment	\$ 17,000			\$ 17,000
Fencing - Service Bldg. 1200B River St.	\$ 16,000			\$ 16,000
Patch, Reseal, Restripe - Cavallaro Transit Center (SVT)	\$ 7,550			\$ 7,550
Patch, Reseal, Restripe - Soquel Park & Ride Lot	\$ 5,650			\$ 5,650
Spare Posi/Lock - 105 Nozzle Assembly	\$ 1,208			\$ 1,208
Subtotal	<u>\$ 818,698</u>		<u>\$ -</u>	<u>\$ 818,698</u>
<u>Revenue Vehicle Replacement</u>				
ParaCruz Van - Replacements (27)	\$ 2,840,804			\$ 2,840,804
ParaCruz Van - Expansion (3)	\$ 300,000			\$ 300,000
Rebuild Bus Engines - 1998 Fleet	\$ 106,302			\$ 106,302
Subtotal	<u>\$ 3,247,106</u>		<u>\$ -</u>	<u>\$ 3,247,106</u>
<u>Non-Revenue Vehicle Replacement</u>				
Supervisor Vehicle - Hybrid	\$ 29,500			\$ 29,500
Subtotal	<u>\$ 29,500</u>		<u>\$ -</u>	<u>\$ 29,500</u>
<u>Maint Equipment</u>				
Replace Repeater for Davenport	\$ 15,000			\$ 15,000
Portable Steam Cleaner - Transit Center cleaning	\$ 11,207			\$ 11,207
Battery Powered Walk Behind Sweeper - Pacific Station	\$ 5,500			\$ 5,500
Wet/Dry Vac - Pacific Station, & other Metro facilities	\$ 1,400			\$ 1,400
Decelerometer w/printer	\$ 1,323			\$ 1,323
2000 Watt generator	\$ 1,200			\$ 1,200
Subtotal	<u>\$ 35,630</u>		<u>\$ -</u>	<u>\$ 35,630</u>

7.43

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 FINAL CAPITAL BUDGET**

<u>PROJECT/ACTIVITY</u>	<u>FEDERAL FUNDS</u>	<u>STATE/ OTHER FUNDS</u>	<u>DISTRICT FUNDS</u>	<u>TOTAL</u>
<u>Office Equipment</u>				
Digital Cameras - Supervisors (12)		\$ 3,500		\$ 3,500
Subtotal		<u>\$ 3,500</u>	<u>\$ -</u>	<u>\$ 3,500</u>
<u>Admin Facility</u>				
¹⁾ Purchase & Renovation of Vernon Bldg		\$ 259,359	\$ 2,702,780	\$ 2,962,139
Subtotal		<u>\$ 259,359</u>	<u>\$ 2,702,780</u>	<u>\$ 2,962,139</u>
<u>TOTAL CAPITAL PROJECTS</u>	<u>\$ 2,668,343</u>	<u>\$ 20,320,740</u>	<u>\$ 11,018,100</u>	<u>\$ 34,007,183</u>

¹⁾ This amount represents the estimated spending for FY09

²⁾ Total estimated project cost is \$27,004,000. This amount represents the estimated spending for FY09. Advancing District funds in anticipation of reimbursement

³⁾ This is to convert the 22 remaining buses and will complete the \$6.8M Diesel to CNG Conversion project

744
HP.L

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 FINAL CAPITAL BUDGET**

PROJECT/ACTIVITY	FEDERAL FUNDS	STATE/ OTHER FUNDS	DISTRICT FUNDS	TOTAL
CAPITAL PROGRAM FUNDING				
Federal Grants	\$ 2,668,343			\$ 2,668,343
State/Other Grants		\$ 14,387,235		\$ 14,387,235
State Security Bond Funds (1B)		\$ 440,505		\$ 440,505
Alternative Fuel Conversion Fund			\$ 462,000	\$ 462,000
State Transit Assistance (STA) Funding (Carryover)		\$ 574,325		\$ 574,325
State Transit Assistance (STA) Funding Current		\$ 4,918,675		\$ 4,918,675
District Reserves			\$ 10,556,100	\$ 10,556,100
TOTAL CAPITAL FUNDING	\$ 2,668,343	\$ 20,320,740	\$ 11,018,100	\$ 34,007,183

sp. L

ATTACHMENT E

FY09

BOARD MEMBER TRAVEL

BOARD MEMBER TRAVEL

FY09

American Public Transportation Association (APTA) Meetings

Legislative Conference
March 2009
Washington, DC
Two Board Members

Annual Conference
October 2009
Charlotte, NC
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.

ATTACHMENT F

FY09 and FY10

EMPLOYEE INCENTIVE PROGRAM

**EMPLOYEE INCENTIVE PROGRAM
FY09 and FY10**

<u>EVENT/ACTIVITY</u>	<u># EMP</u>	<u>RATE</u>	<u>FY 09</u>	<u>FY 10</u>	<u>DEPT/ACCOUNT</u>
District Service Awards			\$ 11,600	\$ 11,940	1100-509101
Certificates of Commendation			\$ -	\$ -	1100-509101
Wall of Fame Frames	100	\$ 6.00	\$ 600	\$ 620	1100-509101
Safe Driver Pins and Certificates			\$ 3,500	\$ 3,500	3300-509101
Employee Incentive Program			\$ 18,000	\$ 18,540	1100-509101
Departmental Programs					
<u>Administrative Facility (370 Encinal)</u>					
Employee Recognition/Appreciation Events		\$ -	\$ -	\$ -	1200-509101
<u>Customer Service (Metro Center)</u>					
Employee Recognition/Appreciation Events		\$ -	\$ -	\$ -	1300-509101
<u>Facilities Maintenance</u>					
Employee Recognition/Appreciation Events		\$ -	\$ -	\$ -	2200-509101
<u>ParaCruz</u>					
Employee Recognition/Appreciation Events		\$ -	\$ -	\$ -	3100-509101
<u>Operations</u>					
Employee Recognition/Appreciation Events and Shift Bid Refreshments		\$ -	\$ -	\$ -	3200-509101
<u>Fleet Maintenance</u>					
Employee Recognition/Appreciation Events and Shift Bid Refreshments		\$ -	\$ -	\$ -	4100-509101
TOTALS			\$ 33,700	\$ 34,600	

1100	\$ 30,200	\$ 31,100
1200	\$ -	\$ -
1300	\$ -	\$ -
2200	\$ -	\$ -
3200	\$ -	\$ -
3300	\$ 3,500	\$ 3,500
4100	\$ -	\$ -
	\$ 33,700	\$ 34,600

7.f2

ATTACHMENT G

SCHEDULE OF RESERVE BALANCES

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
SCHEDULE OF RESERVE BALANCES
JUNE 30, 2007**

	Board Adopted Minimum Balance	Proposed Minimum Balance	Reason	Balance at 6/30/06	Proposed Addition/ (Withdrawal)	Balance at 6/30/07	Comments:
Bus Stop Improvement Reserve	\$ 400,000	\$ 400,000	To provide a dedicated source of funding for ADA improvements at bus stops	\$ 400,000	\$ -	\$ 400,000	
Alternative Fuel Conversion Fund	\$ 2,772,000	\$ -	Board-approved program of allocating \$462,000 per year for six years to convert buses to CNG	\$ 462,000	\$ -	\$ 462,000	Funds will be used to offset the purchase of 8 Local and 5 Highway 17 Bus replacements in FY09
Capital Funding Reserve	\$ 13,969,000	\$ 13,969,000	To cover District's share of capital project costs in the District's five year plan, plus MetroBase	\$ 13,250,790	\$ 1,000,000	\$ 14,250,790	
Cash Flow Reserve	\$ 2,600,000	\$ 5,225,000	To cover two month's cash flow for fiscal or natural disaster or emergency	\$ 2,600,000	\$ 2,625,000	\$ 5,225,000	
Workers Compensation Reserve	\$ 4,409,775	\$ 3,651,291	Long term portion of workers compensation liability per 6/30/07 audit	\$ 2,075,940	\$ 66,364	\$ 2,142,304	Adjustment per 6/30/07 actuarial review - 59% funded
Liability Insurance Reserve	\$ 750,000	\$ 750,000	\$250,000 SIR plus estimated liability on outstanding cases	\$ 947,229	\$ (197,229)	\$ 750,000	
Sales Tax Carryover from Previous Year	N/A	N/A	Excess sales tax revenue to support operating expenses in subsequent year	\$ 649,817	\$ 261,411	\$ 911,228	
Carryover for Sales Tax-Based UTU Wage Adjustment	N/A	N/A	Excess sales tax revenue designated for UTU wage adjustment per MOU	\$ 77,697	\$ 178,440	\$ 256,137	Paid out in FY08

7.92

ATTACHMENT H

FY09

SPECIAL SHUTTLE RATE

SPECIAL SHUTTLE RATE

FY09

The hourly rate for providing special shuttle services has been established by the Board of Directors as follows:

\$83.00 per hour

7.h2

ATTACHMENT I

FY09

MANAGEMENT COMPENSATION PLAN

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

MANAGEMENT COMPENSATION PLAN

JULY 2008 – JUNE 2009

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I. MANAGEMENT POSITIONS

An employee in a regular budgeted management position identified in Exhibit A is engaged in developing, implementing or recommending policy and in affecting employer-employee relations, and shall receive salary and benefits as provided in this plan.

II. PROBATIONARY STATUS

An employee shall serve a probationary period for twelve (12) months following the date of appointment or promotion to a regular budgeted management position.

III. SALARY PLAN

A. Management salary schedules are listed in Exhibit A.

B. Longevity

The District shall compensate an employee with longevity increments as follows:

- 5.0% of the base salary after ten years continuous service.
- An additional 5.0% of the base salary after fifteen years continuous service.

IV. HEALTH & WELFARE BENEFITS

A. Medical Insurance

The District shall provide medical insurance coverage for an employee, retiree and eligible dependents under the provisions of CalPERS. The District shall pay premiums at a level sufficient to cover the cost of the basic monthly medical insurance premiums for HMO plans offered in Santa Cruz County by the CalPERS medical program. The District will continue to offer the H-Care Plan (IRC Section 125 pre-tax medical reimbursement plan) as allowed by the County of Santa Cruz.

An employee who declines participation in the District's medical insurance program and produces satisfactory evidence of other medical insurance coverage shall be paid \$300 for each full three calendar month quarter beginning January 1 of each year while in active service and in which District paid coverage would have been provided had the District's medical program been elected.

B. Dental Insurance

The District shall provide paid dental insurance coverage for an employee and eligible dependents.

C. Vision Insurance

The District shall provide paid vision insurance coverage for an employee and eligible dependents.

D. Life and AD&D Insurance

An employee shall be entitled to a \$50,000 term life and AD&D insurance policy paid by the District plus \$150,000 in optional supplementary life and AD&D insurance paid by the employee.

E. Survivor's Benefits

Upon the death of a covered employee, who is on the District's payroll and has dependents covered under the District's medical, vision and dental plans, the District's share of coverage of the eligible dependents shall continue for twenty-six (26) consecutive pay periods.

F. Retirement Benefits

An employee shall be enrolled in the Public Employees Retirement System (PERS) including the third level 1959 Survivors benefit as allowed by PERS. The Employee shall pay the "employee share" of PERS up to a maximum of eight percent.

Dental, vision, and life insurance plan coverage shall be provided by the District for an employee retired under the provisions of PERS and the employee's dependents until the retired employee reaches age 65. To qualify for this benefit, the retired employee shall have been an employee of the District for the equivalent of ten (10) full-time years immediately prior to the date of retirement and reached the age of 50 years.

G. State Disability Insurance

The District shall provide paid coverage for an employee for State Disability Insurance.

H. Long Term Disability Insurance

The District shall provide for a long term disability insurance plan. The plan shall provide for monthly payments to an eligible employee of up to \$5,000 per month. The plan shall start LTD one year and one month after month of hire.

I. Deferred Compensation Plan

The District shall provide a deferred compensation plan to an employee.

J. Industrial Injury

An employee shall be entitled to workers compensation insurance to be provided by the District.

K. Continuation of Insurance During an Unpaid Leave of Absence

An employee who is on an unpaid leave of absence exceeding one hundred eighty (180) calendar days must pay the total monthly premiums in advance to continue medical, dental and vision insurance coverage. Failure of an employee to make advance payments for insurance coverage shall result in the employee and any dependent(s) being dropped from the plans.

L. Principal Domestic Partner Coverages

District medical, dental and vision insurance coverages may be extended to an employee's principal domestic partner (PDP) while the employee's own coverages are being paid by the District. In the absence of the PERS Medical Program allowing for PDP coverage, reimbursement of monthly premiums may be made to an individual medical plan to a maximum of \$185.

V. HOLIDAYS

An employee shall be entitled to the following holidays with pay:

- Thanksgiving Day
- Christmas Day
- New Year's Day

In addition to the above specified days, an employee may choose any eleven additional days as floating holidays or when working a partial year, a prorated number of days as determined by the General Manager. An employee shall be compensated for any unused floating holiday time at the end of the fiscal year at the employee's regular rate of pay, not to exceed the total of eighty-eight (88) when combined with Administrative Leave.

An employee shall be entitled to receive any special non-recurring holiday designated as an official State holiday by the Governor of the State of California or as an official national holiday by the President of the United States, subject to the approval of the Board of Directors.

Upon departure from the District for any reason, an employee shall be compensated for any unused holiday time at the employee's hourly rate.

VI. PAID LEAVES

A. Annual Leave

An employee shall accrue annual leave at the following rates:

- a. for the first five years of employment: two weeks/year
- b. between five and nine years of employment: three weeks/year
- c. after nine years of employment: four weeks/year

Upon approval of the General Manager an employee shall be permitted to take a minimum of two weeks annual leave each calendar year.

An employee shall accrue the pro-rata portion of annual leave for which he/she is entitled for each pay period or major fraction thereof, for which he/she is in paid status. An employee may not carryover into the next fiscal year more than three times the annual allotted time. An employee may be compensated at his/her regular rate

of pay for annual leave accrued in excess of two times the annual allotted time on a quarterly basis as determined by the Finance Manager.

Upon departure from the District for any reason, an employee shall be compensated for any unused annual leave at the employee's regular rate.

B. Sick Leave

An employee shall be entitled to sick leave with pay at the rate of one day for each month of employment. An employee who has accumulated sick leave above 120 days (960 hours) may elect to receive a cash payment of 25% of the accrued sick leave above 120 days in lieu of retaining excess sick leave credits. Sick leave shall mean personal illness or physical incapacity caused by factors over which the employee has no reasonable immediate control, or the illness of a member of the immediate family of such employee which illness requires his/her personal care and attention. Immediate family shall include the parent, spouse, and children, brother, or sister of the employee. Any sick leave accrued beyond a balance of 96 hours may, at the option of the employee, be converted to annual leave. All unused sick leave accrued shall be paid to an employee who retires immediately upon leaving the District under the provisions of PERS.

C. Administrative Leave

An employee shall be entitled to eighty (80) hours of administrative leave each year in lieu of overtime or when working a partial year, a prorated amount as determined by the General Manager. Upon approval of the General Manager, time worked in excess of eighty hours in a pay period may be saved and taken as time off in another pay period when the extra hours are earned through participation in unusual, lengthy activities which require the presence of the employee in meetings, hearings, or negotiations. Administrative leave not taken during the fiscal year is lost. Upon the approval of the General Manager, an employee may elect to convert up to eighty (80) hours of Administrative Leave to a bonus payout. In no case will the Administrative Leave and the Floating Holiday amount paid to the employee total more than eighty-eight (88) hours.

D. Personal Leave

An employee shall be entitled to use 40 hours per year of personal leave, chargeable to accumulated sick leave.

E. Bereavement Leave

An employee shall be granted a leave with pay in the event of the death of any member of the employee's family. The leave shall be for a period of three (3) working days, five (5) working days if travel is required in excess of 350 miles. The family member is defined as spouse, parent, grandparent, sister, brother, child, grandchild, foster parent, stepparent, foster child, stepchild, father-in-law, mother-in-law, brother-in-law, sister-in-law, nieces, nephews, aunt, uncle, or any person living in the immediate household of the employee.

F. Hospice and Critical Care Leave

An employee shall be granted necessary leaves up to four (4) months for the care of a critically ill family member with appropriate verification. An employee shall be paid for these absences from his/her sick leave or annual leave accruals.

G. Paid Birth/Adoptive Leave

An employee is entitled to forty hours leave with pay at or about the time of the birth of the employee's child or at the time of adopting a child. The paid leave shall be within two months of the birth or adoption or at the employee's option at the expiration of state disability Insurance payments.

H. Jury Duty

An employee required to report for jury duty (except for Grand jury) or to answer a subpoena, as a witness shall be granted leave with full pay until released by the court. An employee shall have court-paid per diems deducted from his/her daily pay during jury duty assignment.

I. Paid Military Leave

An employee in permanent status who is required to attend summer military training exercises as part of his/her military reserve obligation, shall be granted paid military leave not to exceed thirty (30) working days annually.

VII. UNPAID LEAVES OF ABSENCE

A. Maternity/Childcare Leave

Maternity/childcare leave shall be granted for a maximum period of twelve (12) months. If an employee does not have a sufficient paid leave balance to cover the period of absence, an unpaid leave of absence shall be granted.

B. FMLA / CFRA

The District will comply with the Family Medical Leave Act and the California Family Rights Act, as amended. Generally these Acts provide for up to twelve weeks leave for a serious health condition of the employee or an eligible family member and the employee has worked 1,250 hours in the twelve month period preceding the leave. Accrued sick leave must be used before any unpaid leave. This FMLA/CFRA leave will run concurrently with any other absence due to an employee's serious health condition.

VIII. EXEMPT MANAGEMENT PROVISION

An employee who has exhausted all leave accruals shall not have his/her salary reduced by being absent from work on an authorized absence of less than one full day.

IX. OTHER BENEFITS

A. Training

An employee shall be authorized to attend transit seminars and workshops, and to visit other properties as part of his/her ongoing job duties, and shall be compensated for receipted expenses incurred in so doing.

An employee may request release time and reimbursement of expenses for course work relevant to the employee's duties and area of responsibility. Expenses, which may be reimbursed, include tuition, meals and books. For courses which require an overnight stay out-of-town, the employee may receive a pro-rata meal allowance of \$20 per diem at the discretion of the General Manager. Reimbursement will not be made for academic or professional credentials for degrees, but might cover classes within a credential or degree program only as they relate to the specific job tasks and areas of responsibility of the employee. Approval of release time and reimbursement of expenses is at the discretion of the General Manager, and subject to the demonstrated cost-benefit ratio of the training and the current workload of the employee.

B. Mileage reimbursement

If the District requires an employee to use the employee's private insured automobile to conduct District business, the employee shall be reimbursed for automobile expenses at the rate established annually by the IRS.

C. On Call duty

If an employee is required to be on call, they shall be offered access to a District vehicle in order to provide for home to work transportation. "On call" shall be defined as the requirement for the employee to report to work after or before normal duty hours to perform the functions which cannot otherwise be performed during regular duty hours. When an employee is assigned such duties on a regular basis, he/she may be assigned a car for home to work transportation on a regular basis. If such work is assigned on a periodic or occasional basis, the assignment of a car for home to work transportation shall be on an as-needed basis only, as approved by the General Manager. The staff car assigned on an on-call basis to an employee shall be used to provide transportation only between the home and the work place. It shall not be used to make intermediate stops or for any other personal use. During normal duty hours, staff cars are similarly restricted for use only for official business of the District or for transportation between the facilities of the District.

D. Communication Allowance

When approved by the General Manager, an employee may receive a communication allowance of \$50 each two-week pay period. An employee on approved District travel with the General Manager's approval, may be reimbursed for eligible roaming and long distance charges.

X. LAYOFF

A. Insurance

An employee separated from District service as a result of layoff shall have his/her insurance benefits paid by the District at the same level while employed for a period of ninety (90) days from the date of separation.

B. Severance Pay

An employee laid off shall be given a severance payment equal to eight (8) hours at the base hourly rate for each 2,080 hours of active service up to a maximum of eighty (80) hours severance pay.

**MANAGEMENT
MONTHLY SALARY SCHEDULE**

Effective 7/08

<u>Title</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>
Secretary/General Manager	10,662	11,195	11,755	12,343	12,960	13,608
District Counsel	9,680	10,164	10,672	11,206	11,766	12,355
Assistant General Manager	8,380	8,799	9,239	9,701	10,186	10,696
Operations Manager	7,619	8,000	8,400	8,820	9,261	9,724
Maintenance Manager	7,619	8,000	8,400	8,820	9,261	9,724
Finance Manager	6,861	7,204	7,565	7,943	8,340	8,757
Human Resources Manager	6,861	7,204	7,565	7,943	8,340	8,757
Information Technology Manager	6,861	7,204	7,565	7,943	8,340	8,757
Planning & Marketing Manager	6,861	7,204	7,565	7,943	8,340	8,757
Senior Database Administrator	6,135	6,441	6,763	7,102	7,457	7,830
Assistant Finance Manager	5,732	6,018	6,319	6,635	6,967	7,315
Assistant HR Manager	5,732	6,018	6,319	6,635	6,967	7,315
Fixed Route Superintendent	5,732	6,018	6,319	6,635	6,967	7,315
Paratransit Superintendent	5,732	6,018	6,319	6,635	6,967	7,315
Project Manager	5,732	6,018	6,319	6,635	6,967	7,315
Facilities Maintenance Manager	5,571	5,849	6,142	6,449	6,771	7,110
Database Administrator (alternately staffed/Sr. Db Admin)	5,299	5,564	5,842	6,135	6,441	6,763
Asst. Paratransit Superintendent	4,790	5,029	5,281	5,545	5,822	6,113

7.19

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

STAFF REPORT

DATE: June 27, 2008

TO: Board of Directors

FROM: Margaret Gallagher, District Counsel

SUBJECT: CONSIDERATION OF METRO'S STAFF RESPONSE TO FINAL REPORT OF ADA/504 REVIEW OF METRO'S PROGRAMS, ACTIVITIES AND SERVICES TO DETERMINE WHETHER THEY ARE ACCESSIBLE TO INDIVIDUALS WITH DISABILITIES

I. RECOMMENDED ACTION

ADOPT THE PROPOSED TRANSITION PLAN SET FORTH IN ATTACHMENT C

II. SUMMARY OF ISSUES

- In December 2002, the Santa Cruz Metropolitan Transit District (METRO) modified its ADA Complaint Procedure to include a requirement that the General Manager or his/her designee evaluate METRO's programs, activities and services and the effects thereof to determine whether all the requirements of the ADA and the 504 statutes and regulations are met.
- In June 2005, the METRO Board of Directors authorized the award of a contract to Pat Piras Consulting to provide ADA/504 Review of METRO's programs, activities and services. Pat Piras Consulting completed its evaluation in February 2008, which is attached as Attachment A.
- Attachment B is METRO'S 504/ADA Regulation.
- Attachment C is METRO's responses to the recommendations made in the Piras report and the proposed Transition Plan for implementation of the recommended actions.

III. DISCUSSION

On December 13, 2002, METRO's Board of Directors modified the METRO's ADA/504 complaint procedures to include an evaluation of METRO's programs, activities and services to determine whether they are accessible to individuals with disabilities and met the requirements of the ADA/504 laws and regulations. This policy change was designed to ensure that METRO investigate and complete an evaluation of its current services, programs and activities.

On June 24, 2005, Santa Cruz METRO's Board of Directors awarded the contract for this project to Pat Piras Consulting. Pat Piras Consulting Final Report dated February 2008 prepared for Santa Cruz Metropolitan Transit District by Pat Piras Consulting is attached for the Board's

Review. Pat Piras reviewed her report with the Board of Directors at the regular meeting of the Board of Directors in February 2008.

Also attached is METRO's ADA/504 Regulation as well as METRO staff's Response to the recommendations in the report. Included within Attachment C is the proposed Transition Plan. This Transition Plan would put into effect the proposed modifications that staff believe are should be implemented. If the proposed Transition Plan is adopted, METRO will review the status of the implementation of the plan in December 2008.

IV. FINANCIAL CONSIDERATIONS

Unknown

V. ATTACHMENTS

Attachment A: Final Report February 2008 – ADA Review of METRO Programs, Activities, and Services to Determine Whether They are Accessible to Disabled Individuals

Attachment B: METRO's ADA/504 Regulation

Attachment C: METRO's Summary of the ADA/504 Review report's recommendations, METRO's responses to the recommendations and the proposed Transition Plan

PAT PIRAS CONSULTING

892 Grant Avenue San Lorenzo, CA 94580
Phone: (510) 278-1631 Fax: (510) 278-4429 Email: piras@ix.netcom.com

**ADA/504 REVIEW OF METRO
PROGRAMS, ACTIVITIES, AND SERVICES
TO DETERMINE WHETHER THEY ARE
ACCESSIBLE TO DISABLED INDIVIDUALS**

**Final Report
February 2008**

**Prepared for
Santa Cruz Metropolitan Transit District**

ADA/504 REVIEW OF METRO PROGRAMS, ACTIVITIES, AND SERVICES TO DETERMINE WHETHER THEY ARE ACCESSIBLE TO DISABLED INDIVIDUALS

Final Report February 2008

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8.02

ADA/504 REVIEW OF METRO PROGRAMS, ACTIVITIES, AND SERVICES TO DETERMINE WHETHER THEY ARE ACCESSIBLE TO INDIVIDUALS WITH DISABILITIES

EXECUTIVE SUMMARY

BACKGROUND

In March 2005, the Santa Cruz Metropolitan Transit District (hereafter referred to as SCMTD or METRO or the District) issued a Request for Proposals (RFP) for consultant assistance to conduct a review as to the compliance of Metro's "programs, activities, and services" (generally defined for this project as all matters except for actual on-the-street service) with the requirements of Section 504 of the Rehabilitation Act (Section 504) and with the Americans with Disabilities Act (ADA) of 1990. In effect, this project and report serves as an update to the "transition plan" required of public entities under Title II of the ADA.

In June 2005, the SCMTD Board authorized the award of a contract for the project to Pat Piras Consulting (Piras). A significant feature of the Piras proposal was the contracted employment of local college students with disabilities to do the majority of the field work.

As a caveat, it should be noted that this review did not, and was not intended to, address any differences between the federal ADA Accessibility Guidelines (ADAAG) and California Building Codes (Title 24, CCR), nor does this report address compliance with State requirements.

FACILITIES

This major focus of the project was intended to identify issues relating to access "to and throughout" Metro facilities, including public areas, employee areas, and "amenities" where available (including restrooms in the transit centers). Each site was visited by at least two teams of students, usually with several visits for the passenger facilities. Surveys were conducted using the detailed forms developed by the federal Access Board (officially the Architectural and Transportation Barriers Compliance Board) and contained in their "Checklist for Buildings and Facilities."

For purposes of the project, facilities were categorized as either "public" facilities or "employee" facilities, depending on the site's primary function(s). Under this approach, both Metro Center (Pacific Station) and the Administration Building on Encinal Avenue were identified as public sites, even though both include significant employee work areas. Other public sites -- primarily passenger-oriented -- include Capitola Mall Transit Center, Watsonville Transit Center, and Scotts Valley (Cavallaro) Transit Center.

At the time of our site visits, the ParaCruz office on Research Park Drive was used for paratransit eligibility assessments as well as operations and light maintenance purposes. Since this is no longer true, we have categorized this site as an employee facility. Other work sites -- primarily focused on bus operations, maintenance, and administration -- include the facilities on Golf Club Drive, River Street, Dubois Street, and Vernon Street

Facilities constructed before the effective date of the federal ADAAG (January 26, 1991) are generally not subject to those requirements, unless they are reconstructed or altered, which has not occurred. For METRO, these "pre-ADA" sites include:

- MetroCenter
- Capitola Mall
- Minor Maintenance Facility (Golf Course Drive)
- Operations Building (River Street),

The MetroBase site currently under construction will provide updated employee facilities to replace some of the current locations, and METRO staff is attentive to the accessibility requirements both in design and construction.

PROGRAMS & POLICIES

Regulation AR-1002 is SCMTD's ADA Complaint Procedure, most recently updated in January 2003. In it, METRO affirms its policy on non-discrimination and its commitment to the ADA/504 statutes and regulations with regard to the District's services, programs, and activities. The current review project was undertaken in furtherance of the policy.

This part of the assignment included both internal and externally-oriented processes and functions. We reviewed numerous documents, interviewed key personnel, and conducted additional field work.

Internal Administrative Services & Functions

Departments and functions evaluated under this category included:

- Finance Department (Payroll, Accounts Payable/Receivable, Auditing)
- Human Resources (Hiring, Benefits, Training, Reasonable Accommodation)
- Information Technology (Computer Applications for Employees)

Public (External) Services & Functions

Departments and functions evaluated under this category included:

- Administration Department (Board Meetings, Public Hearings & Notices, Press Releases)

- Marketing & Operations Information (“Headways”, Rider Alerts, Posters on Buses)
- Information Technology (Website)
- Fleet Maintenance Department (access in/on/out of vehicles). The formal project was defined to focus on lighting inside buses, but we also reviewed related practices such as calling out stops, bus stop signage, and “curbing” buses at stops.

SUMMARY OF KEY FINDINGS AND CONCLUSIONS

Overall, METRO should be commended for its consistent and conscientious attention to customer service for all passengers, employees, and taxpayers, both with and without disabilities. There is strong and ongoing evidence that the District, management and personnel are all committed to providing the best possible service within fiscal constraints that they can. This project itself is an example of SCMTD’s pro-active approach to ensuring non-discrimination and civil rights protections for persons with disabilities.

In general, we found few, or minor, issues with compliance with applicable rules and requirements. The major problems identified for passenger facilities were largely the results of time and weather. More regular ongoing maintenance and monitoring can address these situations, and attention to these issues is already underway.

“Public” Facilities

Five sites were included in this category, two of which pre-date the ADA.

MetroCenter, opened in 1984

- Well-utilized, both by transit patrons and other persons downtown
- Brown floor mats bunch up and can obstruct accessible path of travel
- Signage re: “guide dogs” is out of date
- Faded color markings on outside paths and travel areas detract from usefulness

Capitola Mall Transit Center, leased 1987

- Leased facility; property and ROW is under Mall jurisdiction, not SCMTD’s
- Layout of markings not conducive to pedestrian travel
- Tree gratings can be hazardous

Watsonville Transit Center, opened 1995

- Busy community site, but vendor furniture obstructs accessible travel
- Lighting and signage hard to see, especially when foliage obstructs route signs

Cavallaro Transit Center (Scotts Valley), opened 1998

- Facility is attractive but under-utilized, and the interior locked except for limited hours

- The automatic “accessible” swinging doors were inoperable during our visits, but have since been repaired.
- The location and layout for disabled parking spaces is compliant but curious, and we never observed any cars parked there during the study period

Administration Building (Encinal Street), leased 1999

- Multi-functional for public meetings and administrative staff, with shop functions in rear
- Disabled parking spot in front is several spaces away from the ramped entrance and requires a person to travel into traffic and around other cars to get to building
- All of the conference room seating can be easily moved to accommodate wheelchair users and other persons with disabilities
- Floor mat problem as with other sites

Employee Facilities

This category includes five facilities. Two are owned by the District and were acquired several years prior to the ADA. The three newer facilities are currently leased, with agreements signed post-ADA. The multi-phase MetroBase project is intended to gradually replace several of the District’s operating facilities, starting with service/fueling and maintenance functions. Not surprisingly, given the terrain and age of some buildings and their work purpose, the primary issues observed included natural sloping, wear and tear on parking areas, and heavy doors.

In several instances, Metro has modified a facility and/or working conditions once an employee with a disability is hired. We were informed anecdotally that the representative of one parts vendor is an individual with mobility impairments, who regularly visits the various maintenance and parts sites. Whether using crutches or a wheelchair, he can readily traverse both the shop areas and the parts storage areas.

Minor Maintenance Facility (Golf Club Drive), opened 1983

- Clearly a “shop,” but is generally clean, well-organized, and easy to traverse
- No accessible parking indicated
- Some obstructions to City ROW and sidewalk

Operations Building (River Street), opened 1984

- Older site with clearly utilitarian functions
- Most functions will be replaced by MetroBase

Fleet Maintenance Facility (Dubois Street, 2 floors), leased 1995

- Two-story building converted from a day care and recreational center
- As with other employee sites, parking and bathrooms were not fully compliant with ADAAG, but no one indicated any problem with their usability

ParaCruz Office (Research Park Drive, Soquel), leased 2004

- Parking out front is fairly crowded and the international symbol of accessibility on the asphalt is worn and faded
- Floor mat problem as with other sites

Fleet Administration & Office (Vernon Street), leased 2005

- METRO's newest facility; District is considering eventual purchase of the entire building. Current lease is only for the "second story" in back
- Modular furniture and cubicles allow ease of modification for access if needed
- METRO staff believe that, if needed, an elevator can be readily retrofitted to allow accessible travel between the two floors

Internal Administrative Functions

METRO has a clear and continuing commitment to quality for both passengers and employees. We identified no significant findings in any internal functions. Some Human Resources position classifications can be improved to better identify "essential job qualifications." For bus and ParaCruz operators, this would include the ability to help maneuver an occupied "common wheelchair."

Public (External) Services & Functions

All METRO meetings and functions are held at accessible locations, and sign language assistance is available upon request.

The "Headways" book of schedules and routes is readily available (free) throughout the County in its regular published format, and includes both English and Spanish information. However, information on how or where to obtain a copy in large-print or Braille is little known, and appears to be only in the Headways book itself. At a minimum, this information should be added to the website, and accessible formats available through the Administrative office.

The SCMTD website (www.scmtd.org) has evolved over time and clearly shows it. It contains a wealth of information, and generally conforms to current telecommunications and accessibility requirements, but often not in a readily-intuitive manner to navigate. Given the increasing public reliance on the Internet as a means of information, METRO should look upon the website as one of its key publishing media, not just as an adjunct technological tool. In addition, SAFETEA-LU has specified "the World Wide Web" as a required element of public participation for transportation planning activities.

No comments regarding availability or accessibility of other information on-board the buses were mentioned by any persons we interviewed, and no complaints regarding the current stop-announcement procedures (which exceed the DOT ADA requirements) were received. METRO staff have been very conscientious in ensuring that stop

announcements are regularly made without being overly intrusive or annoying to passengers who do not desire the information.

Several of the student workers, especially those with limited vision capability, expressed displeasure and discomfort about the “lighting” situation on board the buses at night, where interior levels are left to the discretion of the coach operator. We recognize that this is an issue of disagreement between District management and UTU, and we fully respect the safety aspects of minimizing glare that can affect operators’ driving. Nevertheless, some “happy medium” that ensures better comfort, safety, and ease of mobility for passengers should be pursued as a common goal.

One of our most serious observations that was brought to the District’s attention, and for which a solution is already underway, was actually outside the original scope of this project, but we believed that it was significant enough that it could not be overlooked. The ADAAG requirements which relate to bus stop signage state, in effect, that “all new bus route identification signs shall ... to the maximum extent practicable ... (have a minimum character height of) 3 inches.” The standard “route identification” on current Metro stops and signs is only approximately 1 inch in height, but new, compliant signage is already being installed.

Another observation we made at all of the transit centers, again not part of the project assignment, was consistent and well-performed “curbing” of buses for easier passenger entry and egress. This is a tribute both to the operators and their training.

SPECIAL NOTE: PRELIMINARY FINDINGS WHICH HAVE BEEN ADDRESSED BY METRO

This section summarizes issues which the project identified, and for which SCMTD has already made, or begun, corrections:

- METRO has submitted thoughtful comments to several federal dockets that address accessibility issues in public transportation.
- The automatic “accessible” door at Cavallaro Transit Center was out of order and has since been repaired.
- Current “route identification” for bus stop signs (i.e., the route number) should be 3 inches high “to the maximum extent practicable.” METRO has begun changing this information for its nearly 1,000 signs.

SUMMARY OF RECOMMENDATIONS

As a result of this project, the consultant team recommends the following actions, in an approximate priority order:

1. The SCMTD website should be updated for content, with improved contrasts and clarity of topics. The increasing public and industry reliance on this communication mode warrants the dedication of additional District resources.
2. The District's "ADA Coordinator" should be more clearly identified for public communication and/or correspondence. We were told that this function is currently performed by METRO's Legal Department, but this should be clarified, and made available to the public consistent with the adopted ADA Complaint Procedure.
3. Human Resources "Job Descriptions" for operators (both fixed route and paratransit) should specify minimum qualifications required to assist passengers in mobility devices (e.g., currently 600 pounds when occupied, possibly more in the future), including up vehicle ramps in areas without curbs.
4. More information should be more readily available on how/where to obtain large-print or Braille versions of *Headways*.
5. Entryway floor mats in buildings should be affixed to minimize slippage and/or "bunching".
6. Provisions should be added to lease contracts at transit centers (e.g., vendors & kiosks) that require "accessible path of travel" and reasonable accommodation for their customers (under Title III) to vendors' responsibilities.
7. Signage for passenger facilities should be up-to-date (e.g., references to service animals rather than guide dogs) and consistent across all facilities.
8. Whenever "permanent rooms and spaces" are designated by signs, there should be equivalent Braille indications.

ADA/504 REVIEW OF METRO PROGRAMS, ACTIVITIES, AND SERVICES TO DETERMINE WHETHER THEY ARE ACCESSIBLE TO DISABLED INDIVIDUALS

FINAL REPORT FEBRUARY 2008

BACKGROUND

In March 2005, the Santa Cruz Metropolitan Transit District (hereafter referred to as SCMTD or METRO or the District) issued a Request for Proposals (RFP) for consultant assistance to conduct a review as to the compliance of Metro's "programs, activities, and services" (generally defined for this project as all matters except for actual on-the-street service) with the federal requirements of Section 504 of the Rehabilitation Act (Section 504) and with the Americans with Disabilities Act (ADA) of 1990. In effect, this project and report serves as an update to the "transition plan" required of public entities under Title II of the ADA.

In June 2005, the SCMTD Board authorized the award of a contract for the project to Pat Piras Consulting (Piras). A significant feature of the Piras proposal was the contracted employment of local college students with disabilities to do the majority of the field work. During the course of the project, several notable occurrences, both at the national and local levels, affected the timing and course of the project. These are noted elsewhere in the report.

The startup of the project was significantly delayed by the strike of employees affiliated with the United Transportation Union (UTU), which in turn caused uncertainty and delay in the recruitment of student workers, and also lost the opportunity to identify "hot weather" circumstances that might have affected use of any of the facilities. Several significant federal regulatory proposals were introduced during the period since the study began, and METRO submitted formal comments to the dockets. None of the proposed rule changes have yet been finalized.

As a caveat, it should be noted that this review did not, and was not intended to, address any differences between the federal ADA Accessibility Guidelines (ADAAG) and California Building Codes (Title 24, Code of California Regulations).

PROJECT TEAM

A graduate student working on a degree in Human Resources and with extensive experience with disability issues was employed to act as local coordinator for the student workers. A total of six college students, with a variety of physical, visual and learning disabilities, performed much of the field work reviewing facilities and commenting on their day-to-day experiences in using the system and Metro's programs.

Two students dropped out over the course of the project due to other responsibilities, and by the end of the project, several had graduated and moved on to full-time “real” jobs. Their input was invaluable, and all commented that they felt that the experience was quite useful to their personal and professional development. The students generally worked in teams of two to visit the sites, taking measurements and recording their observations. The graduate student assisted with review of the District’s personnel job descriptions, and two of the students also contributed to the review of the SCMTD website.

OUTLINE of PROJECT REPORT

The body of this report consists of the following elements:

1. Facilities
 - A Note about Detectable Warnings
 - Public Facilities
 - Employee Facilities
2. Programs & Policies
 - Internal Administrative Services & Functions
 - Public (External) Services & Functions
 - Bus Stop Signage and Bus Curbing
 - Website Review
3. Conclusion
4. Summary of Recommendations
 - Appendix A: Persons Interviewed for this Project*
 - Appendix B: Federal Activity Relating to the ADA during the Project Period*
 - Appendix C: Project Team*

In addition, more than 600 photographs were taken during the project to document relevant facilities and materials. These were culled down to approximately 200 for inclusion as a supplement to this report, some of which were used as presentation to the METRO Advisory Committee (MAC) and the Board of Directors. A compilation of the detailed ADAAG Survey forms used for review of each facility has been submitted to METRO as a separate document. All of the Final Report materials are available in electronic format.

SUMMARY of FINDINGS and CONCLUSIONS

Overall, SCMTD has an exemplary commitment to, and success in, services for persons with disabilities, and Staff responded promptly and constructively to recommendations made throughout the course of this study. Some facilities date from before the ADA and are scheduled for replacement or other improvements; others are outside of METRO’s jurisdiction or control. In general, “issues” that were identified are minor, and can be addressed primarily by increased monitoring and/or slight increases in staff or budget.

1. FACILITIES

This major focus of the project was intended to identify issues relating to access “to and throughout” Metro facilities, including public areas, employee areas, and “amenities” where available (including restrooms in the transit centers). Each site was visited by at least two teams of students, usually with several visits for the passenger facilities. Surveys were conducted using the detailed forms developed by the federal Access Board and contained in their “Checklist for Buildings and Facilities” which is available at: <http://www.access-board.gov/adaag/checklist/pdf/a16.pdf>

These forms describe, in detail by topic and function, the specifics of the “ADA Accessibility Guidelines” (commonly known as ADAAG). It should be noted that the survey forms date back to 1992 and are based on what is often referred to as “old ADAAG.” The newer updated guidelines adopted by the Access Board in 2004 have not yet been adopted for general use by the Department of Justice, and comparable survey forms have not yet been made available. The Access Board is an interagency federal organization whose responsibility is to develop standards and guidelines for accessibility -- in effect, defining the specifications for what an accessible “whatever” is. Its formal title is the Architectural and Transportation Barriers Compliance Board.

For purposes of the project, facilities were categorized as either “public” facilities or “employee” facilities, depending on the site’s primary function(s). Under this approach, both Metro Center (Pacific Station) and the Administration Building on Encinal Avenue were identified as public sites, even though both include employee work areas. Other public sites -- primarily passenger-oriented -- include Capitola Mall Transit Center, Watsonville Transit Center, and Scotts Valley (Cavallaro) Transit Center.

At the time of our site visits, the ParaCruz office on Research Park Drive was used for paratransit eligibility assessments as well as operations and light maintenance purposes. Since the eligibility function is no longer located here, we have categorized this site as an employee facility for this report, although the field work review treated it as a site commonly used by the public. Other work sites -- primarily focused on bus operations, maintenance, and administration -- include the facilities on Golf Club Drive, River Street, Dubois Street, and Vernon Street

Although the standards for accessibility features are identical in all cases, greater attention was given to locations more commonly used by members of the public. Within each of the categories, detailed documentation of the field work described below (descriptions, survey forms, and photographs) are arranged in chronological order (earliest to most recent) of METRO’s ownership or lease acquisition. The supplemental materials (survey forms and photographs) were provided to METRO under separate cover and are also available in electronic format.

Facilities constructed before the effective date of the federal ADAAG (January 26, 1991) are generally not subject to those requirements, unless they are reconstructed or altered, which has not occurred. For METRO, these "pre-ADA" sites include:

- MetroCenter
- Capitola Mall
- Minor Maintenance Facility (Golf Course Drive)
- Operations Building (River Street),

In each case, however, should the need arise, program accessibility or employee accommodation would be required.

The MetroBase site currently under construction will provide updated employee facilities to replace some of the current locations, and METRO staff is attentive to the accessibility requirements both in design and construction.

Students were directed to first visit several of the passenger facilities in their every-day role as persons with disabilities, and to provide a "qualitative" assessment of how the site did, or did not "work" for them. They subsequently visited all the sites using the formal survey instruments. In several cases, findings that were identified as "problems" during the qualitative visits were subsequently found to be quite legal, even though problematic or annoying for individuals. This simply points out the personal nature of individuals' interaction with their environment, and how alleged "non-compliance" may be primarily in the perception of semi-informed persons.

It should be noted that the ADAAG currently in effect are those first adopted by the Access Board in 1991, with relatively minor modifications through 2002. These are often referred to as "old ADAAG." In July 2004, the Access Board adopted "new ADAAG," which both re-format and in some cases change, the older provisions. However, the Access Board adoption does not, in and of itself, make these standards and guidelines legally binding. The majority of implementation issues, including a potential for retroactive modification, will be subject to the jurisdiction of the Department of Justice (DoJ), which issued an "Advance NPRM" (Notice of Proposed Rulemaking, primarily questions and requests for comments) in 2005. No proposed rule has yet been issued, and it is likely that it will be at least a year or two before any new DoJ regulations go into effect. However, in late 2006, USDOT issued a final rule requiring compliance with "new ADAAG" for future transportation facilities. Because MetroBase had been under construction before the effective date of this regulation, it is not subject to the changes (and it is primarily an employment site, anyway). Nevertheless, METRO staff is adhering to the best practices available for compliance.

A side-by-side comparison of the details of the old and new ADAAG (approximately 500 pages long) is available at:

<http://www.access-board.gov/ada-aba/comparison/index.htm>

A Note About Detectable Warnings

Detectable warnings are defined by the Access Board as “a distinctive patterns of domes detectable by cane or underfoot”, and are used to alert people with visual disabilities of their approach to streets and hazardous drop-offs – sometime referred to as “those yellow bumpy things.” There is a wide variance in opinions as to their usefulness, what patterns or technical specifications work best, and how they impact people with other (or no) disabilities. These differences occur within the blind community, between various regulatory agencies at the federal level, and between the federal and state governments (e.g., California). The ADAAG requirements for detectable warnings were temporarily suspended during the period of 1994 to 2001, with the exception of boarding platforms at transit stations. The topic of detectable warnings is both contentious and confusing. Senior staff at the federal Department of Justice generally oppose requiring their use, while DOT rulemakers favor them. METRO facilities use a combination of “truncated dome” warnings and grooved pavement markers to delineate areas where pedestrians should exercise caution.

It should be noted that the Access Board is currently updating a lengthy process regarding public rights-of-way (PROW). When this is finalized, and if subsequently adopted by the Department of Justice, it may have further significant impacts, not only for METRO, but for all the municipalities within Santa Cruz County.

Public Facilities

Five sites were included in this category, two of which pre-date the ADA. Section 3.08 of SCMTD’s ADA Complaint Procedure states that:

“Santa Cruz METRO shall provide signage at all inaccessible entrances to each of its facilities, directing users to an accessible entrance or to a location at which they can obtain information about accessible facilities. The international symbol for accessibility shall be used at each accessible entrance of a facility.”

With the exception of the Encinal facility, such signage was not readily discernible to the student field workers.

* *MetroCenter, opened in 1984*

This is a heavily-used site, with much bus traffic and transit passenger usage. Because of the downtown location and availability of restrooms, it appears to be a convenient location for other individuals to congregate as well. A convenience store is well-patronized, but is very small and crowded, has one locked door with the “usable” one not well-marked when it is closed, and it is very difficult to navigate inside. The restrooms are also well-utilized, and maintenance workers do their best to keep the facilities clean in spite of extensive usage.

Both here and at various other sites, we observed brown floor mats intended to help keep interior floors and doorways clear from rain and/or debris, but these are not attached to the floor and are often bunched or moved, which can create navigation problems both for people with disabilities or anyone seeking an opportunity to “slip and fall.” Some means of attaching them in place would be useful to risk management practices, as well as improving the accessible path of travel. Options to explore could include Velco™ or small flat weights at strategic places along the mats.

Access to the upper floors, which include employee offices, break and storage facilities, and a conference room used for occasional meetings, is via a locked elevator (important for security), but a guard is usually on-duty to deploy it if needed.

One door to the facility is marked “No dogs allowed except guide dogs.” This is an outmoded reference to service animals. Correct signage should be at all relevant facilities. Also, as with other facilities, color demarcations on sidewalks and street areas were faded, detracting from users’ awareness.

Key Recommendations:

- Update signage re service animals
- Affix mats more firmly to the floor
- Require vendors to maintain clear travel paths and access
- Improve color contrast for outside areas of travel

* *Capitola Mall Transit Center, leased 1987*

This site is leased from the Mall management firm, and was largely set into the existing structural layout. There are two bus lanes, one along the Mall side, and the other abutting the parking lot. Most of the markings on the roadway seem designed to delineate the “boundaries” of the overall transit center, rather than being guidelines for passenger or general public travel, and as a result are confusing and/or irrelevant for pedestrians. Some of what appear to be walkways lead directly to inaccessible curbs. The concrete areas, especially along the Mall-side right of way are deteriorating and may become dangerous for people with or without disabilities, although this is an issue within the jurisdiction of the private property, and subject to County occupancy permits. In particular, several of the protective tree gratings were somewhat “loose” from sidewalk level and could be a tripping danger. Because the site is leased, rather than owned, these issues are subject to the jurisdiction of the private owner and other public agencies, rather than METRO.

Of all the sites, this one seemed to experience the most obvious glare from the parking-lot-side canopies, which can be problematic for people with seizure disorders. While this condition is not subject to specific ADAAG requirements, it should be considered for future shelter construction.

Key Recommendations:

- Continue to work with Mall and public jurisdictions to improve and maintain safe access.
- Consider reduced-glare materials for future shelter construction.

* *Watsonville Transit Center, opened 1995*

This site is set into a busy community activity area, and the vendor/kiosk areas seem well-patronized. This can cause a problem, however, because the portable eating areas and display racks are often set up to obstruct what should be accessible paths of travel. Provisions to identify the vendors' responsibilities for access under Title III of the ADA should be written into the lease contracts, and SCMTD should monitor compliance.

Lighting and signage here seem difficult. Route information is placed very high up and sometimes obscured by seasonal foliage. Of all the passenger sites, this one seems to have the least marking and/or protective identification for "extraneous" utilities, bushes, etc., especially along the sidewalk areas surrounding the transit center, that could be tripping or access hazards for persons with visual disabilities.

Key Recommendations:

- Working with City regarding safety and access of adjacent public areas
- Require vendors to maintain clear travel paths and access
- Improve color contrast for outside areas of travel
- Keep foliage trimmed to avoid obstructing route signage

* *Cavallaro Transit Center (Scotts Valley), opened 1998*

This is an attractive facility, unfortunately under-utilized, that serves Metro local routes, as well as the Highway 17 Express and the Amtrak connector. The interior of the facility is only open during limited commute times, and seems seldom used, except perhaps for the restrooms. The one automatic "accessible" doorway to the building had become inoperable, but was marked as "out of order" after we brought it to METRO's attention. It has since been repaired and maintained.

The restrooms are available during limited hours. Their location is well-marked, but one of the accessible flush controls has not been working.

The most striking issue we identified here, which does not directly relate to ADA requirements, is the location and layout for disabled parking spaces. Although all on a level terrain, the location require users to cross the roadway used by both buses and autos in order for patrons to get to and from the bus loading areas. Whether because of this layout, or because there is not a dearth of other parking spaces, we never saw a single car parked in this area during the study, although one was observed in December 2007. A more direct and apparently shorter path of travel would be to use several spaces in the first row of the upper lot. The available ramps and pathways are nicely accessible, although some low-lying areas collect water and sand depending on weather conditions.

Key Recommendations:

- Monitor use and safety of disabled parking spaces.
- Repair accessible flush toilet.

* *Administration Building (Encinal Street), leased 1999*

This site is used for METRO's administrative offices and is the location for half of the regular meetings of the Board of Directors (the other half are held at various municipal offices). Various other meetings with the public and with contractors and other agencies also frequently occur at this site. In addition, the back part of the building serves as a shop for the District's signage and benches, and well as other light maintenance functions.

There is a small parking lot at the front of the building and a larger lot at the side, both of which are shared with other facilities in the complex. The disabled parking spot in front is several spaces away from the ramped entrance and requires a person to travel into traffic and around other cars. The accessible doorway is marked, although not very obviously, and on one occasion when we were visiting had been accidentally left locked during business hours.

As with other locations, the floor mats here bunch up and can cause tripping or be difficult to traverse. The restroom doors are a bit heavy to open, although they appear to comply with ADAAG provisions. Otherwise, the layout of the office facilities is easy to use, and is set up in a way that can be accessibly traveled. All of the conference room seating can be moved to accommodate wheelchair users and other persons with disabilities.

The shop area is easy to traverse.

Key Recommendations:

- Work with site ownership to relocate disabled parking closer to building entrance and out of path of traffic
- Affix mats more firmly to the floor

Employee Facilities

This category includes five facilities. Two are owned by the District and were acquired several years prior to the ADA. The three newer facilities are currently leased, with agreements signed post-ADA. The multi-phase MetroBase project is intended to gradually replace several of the District's operating facilities, starting with service/fueling and maintenance functions. Not surprisingly, given the terrain, age of some buildings, and functions performed, the primary issues observed included natural sloping, wear and tear on parking areas, and heavy doors.

In several instances, Metro has modified a facility and/or working conditions once an employee with a disability is hired. We were informed anecdotally that the representative of one parts vendor is an individual with mobility impairments, who regularly visits the various maintenance and parts sites. Whether using crutches or a wheelchair, he can readily traverse both the shop areas and the parts storage areas.

Minor Maintenance Facility (Golf Club Drive), opened 1983

This older facility is clearly a “shop,” but is generally quite clean, well-organized, and easy to traverse. No accessible parking is indicated. The student field workers indicated that a telephone pole and fire hydrant obstruct travel near the sidewalk area, although this public right-of-way is outside METRO’s control.

Operations Building (River Street), opened 1984

This also is an older site with clearly utilitarian functions. There is little signage to indicate the purpose or use of various spaces, and overall it appears a bit dark inside, although there have apparently not been any requests to increase the brightness. The students indicated that the distance for an office worker to the most accessible restrooms was lengthy. Because the building pre-dates ADA, no significant structural modifications are required, although if a worker with a disability requested reasonable accommodation, such a request would need to be considered. This site is planned to be replaced by MetroBase.

Fleet Maintenance Facility (Dubois Street, 2 floors), leased 1995

This building was converted from previous non-transit uses by other tenants and occupies two floors. The top story is primarily used for storage, and there is considerable empty space for expansion if needed. As with other employee sites, parking and bathrooms were not fully compliant with ADAAG, but no one indicated any problem with their usability.

ParaCruz Office (Research Park Drive, Soquel), leased 2004

This facility is located in a business/light industrial park with shared parking for other tenants. It is used as the scheduling/dispatch office for ParaCruz, with parking and light maintenance for the paratransit vehicles in the back. At the time of our site visit, it was also used as the main location for applicants to come in for eligibility determinations, although this is no longer true.

The parking out front is fairly crowded and the international symbol of accessibility on the asphalt is worn and faded. We were told by the Accessible Services Coordinator that it is a lengthy distance to reach the office from the closest fixed-route bus stop. METRO is planning to relocate this office along a bus line in the future.

As with other locations, the brown floor mats were bunched and hazardous. Braille signage was limited, except for restrooms. Any signage that designates “permanent rooms and spaces” should have equivalent Braille markings.

Fleet Administration & Office (Vernon Street), leased 2005

This is METRO's newest facility, and the District is considering eventual purchase of the entire building. Currently, the lease is only for the "second story", which is located off a separate entrance in what appears to be the back of the lot. It is not well-signed, and employees at the other tenancy (a printing office) appear to be somewhat weary of directing METRO visitors to the correct location.

The layout of the office is light, open and airy, with a few offices and a fair amount of modular furniture, which can be readily altered to accommodate changes in uses or users. METRO staff believe that, if the full building is purchased, an elevator can be readily retrofitted to allow accessible travel between the two floors. If this is not feasible, accommodation will be required, as needed, to ensure that employees and visitors receive full program accessibility.

Key Recommendations for Employee Facilities:

- Improve signage for disabled parking spaces
- Affix mats more firmly to the floor
- Be attentive to potential needs for accessibility improvements to restrooms
- When "permanent rooms and spaces" are designated by signs, there should be equivalent Braille indications.

2. PROGRAMS & POLICIES

Regulation AR-1002 is SCMTD's ADA Complaint Procedure, most recently updated in January 2003. The Procedure and Process are readily available to the public at <http://scmtd.com/ada.html>

In the introductory statement to the procedure, METRO affirms its policy on non-discrimination and its commitment to the ADA/504 statutes and regulations with regard to the District's services, programs, and activities. This review project was undertaken in furtherance of the policy.

The Procedures contain a few minor outdated references (e.g., MASTF §5.03 and a Front Street location §6.04d). It indicates that complaints (sometimes referred to as "grievances"), can be in writing submitted to the attention of the Assistant General Manager, the Accessible Services Coordinator, or the Customer Service Coordinator, or via telephone to the Claims Investigator (the current person in this position is Spanish-bilingual). A specific "ADA Coordinator" as required by Justice Department regulations (28 CFR part 35) is not clearly identified, although responsibility is vested in "the General Manager or his designee." It would be more helpful to the public if a specific individual or position were identified.

Internal Administrative Services & Functions

Departments and functions evaluated under this category included:

- Finance Department (Payroll, Accounts Payable/Receivable, Auditing)
- Human Resources (Hiring, Benefits, Training, Reasonable Accommodation)
- Information Technology (Computer Applications for Employees)

We interviewed several District personnel including the Human Resources Manager and the Safety & Training Coordinator. We also interviewed representatives from both UTU and SEIU. No issues were observed or identified regarding the Finance Department functions that are applicable to applicants or employees with disabilities. Nearly every person interviewed could readily recall one or more examples of "reasonable accommodation" that have been provided to assist employees in performing their job, or at a lighter-duty level. According to the Human Resources Manager, there have actually never been any "requests" for reasonable accommodation; rather, METRO has offered employee assistance if they become aware of a situation that may indicate such a need. In some cases, this has included computer modifications, work-space restructuring, or extended leave. Documentation of such actions is maintained in the HR Department. No problems were identified in dealing with reasonable accommodation under Title I of the ADA, although SCMTD should be careful to avoid a perception that accommodation must be "offered" by the District; an employee with a disability has an independent right to request reasonable accommodation.

The Human Resources function of position classifications deserves some discussion. We reviewed more than 60 job descriptions, covering nearly all of the positions available and/or filled at METRO. In general, compliance with the ADA may be more readily identifiable if categories in the position description such as “knowledge and abilities” were more clearly categorized as “essential job qualifications.”

We recommend one specific clarification of “essential functions” for the positions of coach and van operators. The DOT ADA regulations require that “where necessary or upon request, (transit system) personnel shall assist individuals with disabilities with the use of securement systems, ramps, and lifts” and that (the transit system) “shall ensure that vehicle operators and other personnel make use of accessibility-related equipment or features.” A “common wheelchair” is one that weighs up to 600 pounds when occupied, and which fits within specified size dimensions. One of the unintended consequences of the development of low-floor bus technology is that it turns out that the current ADAAG specification for slope on a deployed vehicle ramp simply does not work properly. This is a nation-wide issue, not just local. Under normal operating conditions, an “ADA compliant” bus ramp must usually rest on a curb to lessen the actual slope in order to allow a wheelchair user to board unassisted, and there are numerous parts of the Santa Cruz County service area without curbs. Further, given the ever-increasing size and weight of mobility devices in use, and to the extent that METRO allows passengers with wheelchairs that exceed the “common” dimensions of size and/or weight, the position classifications for coach and paratransit operator should be revised to clearly indicate the likely requirement to assist in pushing a wheelchair that weighs up to, or more than, 600 pounds, either on level terrain or up a ramp.

In the Spring of 2007, the Access Board issued a request for comments to precede a formal rulemaking regarding new ADAAG for Buses and Vans. It is anticipated that both the size and weight dimensions regarding mobility devices that must be transported may be increased. However, they have also suggested a change for ramps from a 1:4 slope to 1:8, which would make independent usage easier, but transit industry comments indicate that such a change may not be structurally feasible. The District also made comments to this docket, expressing several concerns.

Public (External) Services & Functions

Departments and functions evaluated under this category included:

- Administration Department (Board Meetings, Public Hearings & Notices, Press Releases)
- Marketing & Operations Information (“Headways”, Rider Alerts, Posters on Buses)
- Information Technology (Website)
- Fleet Maintenance Department (access in/on/out of vehicles). This was defined to in our project field work include:

Lighting inside buses
Calling out stops *
Bus stop signage *
"Curbing" buses at stops *

* topics added that were formally beyond project scope but relevant to this review

Public information regarding Board meetings, public hearings, and other District-sponsored functions carries a notice that states:

"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."

Staff indicates that such requests are very seldom received, but are accommodated if received in a timely manner. All SCMTD public meetings are held in accessible locations.

The "Headways" book of schedules and routes is readily available (free) throughout the County in its regular published format, and includes both English and Spanish information. However, information on how or where to obtain a copy in large-print or Braille is little known or available. The *Headways* book states only that "large print (11x17) copies of this HEADWAYS can be requested from the Accessibility Coordinator (831-423-3868)." If a person cannot read the *Headways* book, they would not be likely to find this information. At a minimum, availability information should be added to the website, and accessible formats should be available through the Administrative office.

No comments regarding availability or accessibility of other information on-board the buses were mentioned by any persons we interviewed, and no complaints regarding the current stop-announcement procedures (which exceed the DOT ADA requirements) were received. It appears that METRO staff have been very conscientious in ensuring that stop announcements are regularly made without being overly intrusive or annoying to passengers who do not desire the information. Based on a consultant study, METRO has invested in a "shielding" of the mechanism's wiring so that excess cross-noise is minimized.

Several of the student workers, especially those with limited vision capability, expressed displeasure and discomfort about the "lighting" situation on board the buses at night, where interior levels are left to the discretion of the coach operator. We recognize that this is an issue of disagreement between District management and UTU, and we fully respect the safety aspects of minimizing glare that can affect operators' driving. Nevertheless, some "happy medium" that ensures better comfort, safety, and ease of mobility for passengers should be pursued as a common goal. This could take a variety

of options, including use of reading lights onboard, translucent or colored “sleeves” to dim some lights, or a more formal practice that certain banks of lights stay on during operation. We urge that some mutually agreeable, consistent practice be decided on, so that passengers know what to expect. This may be an appropriate topic for MAC to provide advice about. It does not appear, at this time, that the Access Board intends to impose any standards for interior lighting in transit vehicles. The photographs taken for the project show very distinctive comparisons, from the outside of coaches, of the effect of interior lights on or off at night.

Bus Stop Signage and Bus Curbing

One of our most serious observations that was brought to the District’s attention, and which they are developing a means to address, was actually outside the original scope of this project, but we believed that it was significant enough that it could not be overlooked. The ADAAG requirements which relate to bus stop signage state, in effect, that “all new bus route identification signs shall ... to the maximum extent practicable ... (have a minimum character height of) 3 inches.” The “route identification” is generally construed to be the route number itself, and need not apply to any supplemental information. In addition, the ADAAG specifically states that “bus schedules, timetables, or maps that are posted at the bus stop or bus bay are not required to comply with this provision.” The standard “route identification” on current Metro stops and signs is only approximately 1 inch in height. It is our interpretation that every time a route or schedule is changed so that new information is posted, even at an “old” location, is sufficient to trigger the “new route identification” provision. METRO Maintenance staff has begun a program to implement this recommendation.

Another observation we made at all of the transit centers, again not part of the project assignment, was consistent and well-performed “curbing” of buses for easier passenger entry and egress. This is a tribute both to the operators and their training.

Website Review

The SCMTD website (www.scmtd.org) has evolved over time and clearly shows it. It contains a wealth of information, but often not in a readily-intuitive manner to navigate. Given the increasing public reliance on the Internet as a means of information, METRO should look upon the website as one of its key publishing media, not just as an adjunct technological tool. In addition, SAFETEA-LU has specified “the World Wide Web” as an element of public participation for transportation planning activities.

In general the SCMTD website conforms to the current technical requirements of section 508 of the Telecommunications Act (which are being updated by the Access Board), but it is not very user-friendly. It might be described as “non-discriminatory” in that it is equally difficult for just about anyone to use. Some information is totally out-of-

date, such as a 1996 comparison of "Transit vs. Automobile Costs" (assuming gasoline and oil costs of \$0.056/mile), while the State and Federal legislative programs relate to 2004. In contrast, we note that the District's summary operating budget for FY 2007-08 is current, while operating facts are available as of the most recent audit.

Staff indicates that the SCMTD website is one of the few in the country, to their knowledge, which presents route schedules both in *html* as well as *pdf* formats. The former is generally more compatible with screen readers that are used by people with visual disabilities or literacy problems. Some users do not like the "inverted" format, which shows timepoints on the left-column rather than across the top, but an investigation in 2001 by FTA's Office of Civil Rights in response to a complaint deemed the well-documented reasons for the approach as acceptable.

During the course of this project, notices and materials for monthly meetings of the Metro Advisory Committee (MAC) were added to the Board of Directors page, yet this presence is not readily discernible from the home page. A former "new" and unconstructed link reputedly to the now-defunct Metro Accessible Transit Services Forum has been removed. The order of topics on the home page properly has important passenger topics such as routes and fares up-front, but later topics do not seem to have any pattern. "How to Contact Us" and "Tell Us" previously appeared redundant, but have been changed to provide appropriate information; the latter includes links to the ADA Complaint Procedure and Complaint Form.

Contrast between the light blue background and dark blue font for links can be difficult for some people to discern. The "Return" button at the bottom of each page also lacks useful contrast. Some charts do not readily re-size text, which can be problematic for people who use a large-text screen. The use of AltaVista's Babel Fish translation site can be helpful, although the directions for use may be confusing for people whose primary language is not English. With the evolution of technology, it may be useful to consider adding "speech enabling" capability to the SCMTD website.

On the positive side, the existence of Board archives back to 1995 is a feature for which outside researchers have noted appreciation. Staff indicates that this is also a cost-saving feature which also allows requests for historical information to be responded to more quickly than by paper-and-postage methods.

One consultant resource (<http://www.schallerconsult.com/transitwebsite/principles.htm>) suggests "six principles for developing transit web sites":

- Focus on ease of use and service information
- Provide for the varying needs of different audience segments
- Count the audiences
- Test the site with users
- Promote the site
- Integrate the Web with Business Processes

Overall, we recommend that a comprehensive update of the SCMTD website should be a key priority for enhanced communication with all customers. Both perceptual/"artistic" and substantive elements have much room for improvement, which can also lead to an increased perception of METRO as a responsive and forward-thinking public agency. Again, this may be a topic on which MAC input could be solicited and helpful.

The current year METRO budget has funds allocated for consultant assistance to update the website, which may be useful. Over the longer term, however, we recommend that this function be maintained in-house, to ensure both consistency and commitment with overall District goals. Logically, this function should be staffed within the IT Department. For purposes of salary comparison, one Northern-California bus system that we checked with has a "Website Coordinator" position at a job classification level comparable to those of Planner, Office Manager, and Transportation Supervisor.

3. CONCLUSION

Overall, METRO should be commended for its consistent and conscientious attention to customer service for all passengers, employees, and taxpayers, both with and without disabilities. This project itself is an example of SCMTD's pro-active approach to ensuring non-discrimination and civil rights protections for persons with disabilities.

There is strong and ongoing evidence that the District, management and personnel are all committed to providing the best possible service within fiscal constraints that they can, for all passengers. This review largely provided a "fresh set of eyes" to help continue that mission.

In general, we found few, or minor, issues with compliance with applicable rules and requirements. The major problems identified for passenger facilities were largely the results of time and weather. More regular ongoing maintenance and monitoring can help to address these situations. Perhaps our most significant recommendation, although it was outside the intended scope of this project, was that bus stop signage should be changed to conform to ADAAG, at least for all new postings and schedule changes, and METRO has begun this process.

Another change that has already occurred as a result of this project includes repair of the automatic door at Cavallaro Transit Center.

As part of earlier discussion, we recommended that "Metro may wish to consider commenting to the Access Board as they update the Vehicle Specifications portion of ADAAG (now in 49CFR, part 38) over the next year or two." This item has been at least partially mooted by the Access Board's Request for Comments on Bus and Van Vehicle Specifications, which occurred in the spring of 2007, and to which METRO submitted comments. However, a formal Notice of Proposed Rulemaking will likely occur in the next year, and METRO should remain attentive to the topic. Depending on final actions taken by the Access Board and DOT, the results may have considerable impact on vehicle design, availability and cost.

As a reminder, it should be noted that this review did not, and was not intended to, address any differences between ADAAG and California Building Codes (Title 24, CCR), nor does it address compliance with California requirements. One topic where this may be particularly relevant regards different approaches to detectable warnings, which California emphasizes and the federal Department of Justice does not. METRO should be aware of differences in applicable interpretations, where these occur.

4. SUMMARY OF RECOMMENDATIONS

As a result of this project, the consultant team recommends the following actions, in an approximate priority order:

1. The SCMTD website should be updated for content, with improved contrasts and clarity of topics. The increasing public and industry reliance on this communication mode warrants the dedication of additional District resources.
2. The District's "ADA Coordinator" should be more clearly identified for public communication and/or correspondence. We were told that this function is currently performed by METRO's Legal Department, but this should be clarified, and made available to the public consistent with the adopted ADA Complaint Procedure.
3. Human Resources "Job Descriptions" for operators (both fixed route and paratransit) should specify minimum qualifications required to assist passengers in mobility devices (e.g., currently 600 pounds when occupied, possibly more in the future), including up vehicle ramps in areas without curbs.
4. More information should be more readily available on how/where to obtain large-print or Braille versions of *Headways*.
5. Entryway floor mats in buildings should be affixed to minimize slippage and/or "bunching".
6. Provisions should be added to lease contracts at transit centers (e.g., vendors & kiosks) that require "accessible path of travel" and reasonable accommodation for their customers (under Title III) to vendors' responsibilities.
7. Signage for passenger facilities should be up-to-date (e.g., references to service animals rather than guide dogs) and consistent across all facilities.
8. Whenever "permanent rooms and spaces" are designated by signs, there should be equivalent Braille indications.

APPENDIX

A. PERSONS INTERVIEWED FOR THIS PROJECT

B. FEDERAL ACTIVITY RELATING TO THE ADA DURING THE PROJECT PERIOD

C. PROJECT TEAM

D. PHOTOGRAPHS of FACILITIES & PROGRAMS

E. (under separate cover) ADAAG REVIEW FORMS for FACILITIES

**APPENDIX A
PERSONS INTERVIEWED FOR THIS PROJECT**

Frank Bauer	Safety and Training Coordinator
John Daugherty	Accessible Services Coordinator
Mark Dorfman	Assistant General Manager
Margaret Gallagher	General Counsel
Gary Klemz	SEIU Local 415 (now 512)
Paul Marcelin-Sampson	(former) MAC Member
Bonnie Morr	Chairperson, UTU Local 23
Steve Paulson	Paratransit Administrator
Robyn Slater	Human Resources Manager
Patricia Spence	Board Member, Santa Cruz County Appointment
Tom Stickel	Maintenance Manager
Les White	General Manager

APPENDIX B FEDERAL ACTIVITY RELATING TO THE ADA DURING THE PROJECT PERIOD

Several significant events occurred during the course of the project that will, or are likely to, have an effect, which in some cases is still undetermined, on Metro's "programs, activities, and services."

In August 2005, President Bush signed the long-awaited reauthorization of the federal surface transportation programs (both transit and highway provisions), officially known as the "Safe, Accountable, Flexible, Efficient Transportation Equity Act – A Legacy for Users" (SAFTEA-LU). This funding and programmatic authorization is effective through September 30, 2009, and includes significant expansions in available transit funding, as well as the initiation of several new programs, including a focus on "coordination" with human service transportation programs.

SAFETEA-LU also added a new requirement that before the Federal Transit Administration (FTA) issues any "substantive policy statement, rule or guidance" that will impose a "binding obligation" on grant recipients, the agency must follow applicable requirements for public notice and comment (49 U.S.C. §5334(l)). The public transportation industry had sought this provision to bring greater transparency and clarity to FTA actions and interpretations. However, both DOT and FTA have taken the position that this provision does not apply to DOT itself, or to DOT actions such as the ADA regulations.

In early September 2005, shortly after SAFETEA-LU went into effect, there suddenly appeared on the FTA website a page entitled "DOT Disability Law Guidance":
http://www.fta.dot.gov/civilrights/ada/civil_rights_3886.html

Each of the four new "guidance" documents bore a statement at the end that it "has been approved through the Department of Transportation's Disability Law Coordinating Council as representing the official views of the Department on this matter" (DLCC). Under applicable law, such "guidance" is legally deemed to be non-binding, but this critical status has seldom been clearly conveyed by USDOT or FTA representatives, and in fact the guidance itself, as well as a series of extra-regulatory expansions of interpretation have been deemed subject to enforcement by FTA, whose Civil Rights staff often refer to the guidance as "this is what's in effect."

In February 2006, USDOT issued a Notice of Proposed Rulemaking (NPRM) to amend its implementing regulations for the ADA. Most notably for METRO and most other public transit systems, these would include an expansion of the 504 and ADA regulations to require "reasonable modification" of policies and practices for passengers with disabilities, both on the fixed-route service and for complementary paratransit. In some cases as SCMTD well knows, this provision is already being subject to DOT and FTA oversight, even though it does not appear in any reasonably identifiable language in the regulations or in any historical documentation. The uncertainties that the proposed new interpretation would add, both for transit systems and the great majority

of passengers, created a flurry of comments to the docket during the period through July 2006. The NPRM would also make issuances from the DLCC “valid and binding,” even though this internal staff group appears to operate with no discernible public comment opportunities. In addition, comments were solicited on other controversial topics, such as whether (or how) the definition of a “common wheelchair” should be modified and how paratransit “trips” (or denials) should be counted. As of the date of this writing (September 2007), no further rule or clarification has been issued.

On October 30, 2006, USDOT issued a final rule to adopt the 2004 ADAAG updates relating to transportation facilities, such as bus stops, shelters, and passenger stations. These went into effect on November 29, 2006 and will affect any future passenger-related construction or renovation on which METRO embarks. However, this rulemaking also contains “guidance” that furthers the approach to “reasonable modification.” The Federal Register Notice for this action, which also contains a link to the ADAAG provisions, is available at <http://frwebgate1.access.gpo.gov/cgi-bin/waisgate.cgi?WAISdocID=704461348506+0+0+0&WAIAction=retrieve>

APPENDIX C PROJECT TEAM

Special acknowledgement is extended to the college students who assisted with the project and were responsible for much of the detailed facility field work and measurements.

Graduate Student Coordinator: Angela Holleman

The students who participated throughout the project work were:

Michelle Desmond
Armando Hernandez
Gavin Kassel
Gregory Spickard

In addition, Gavin Williamson and Zachary Woodford participated for part of the project.

APPENDIX D PHOTOGRAPHS of FACILITIES & PROGRAMS

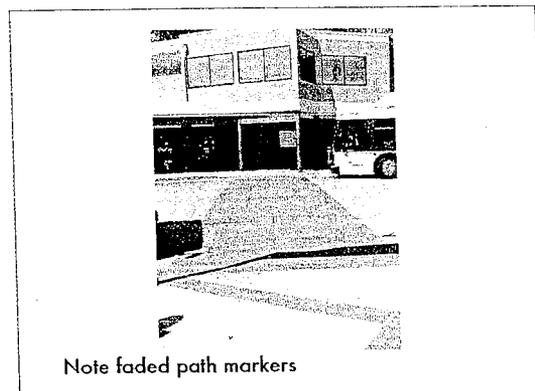
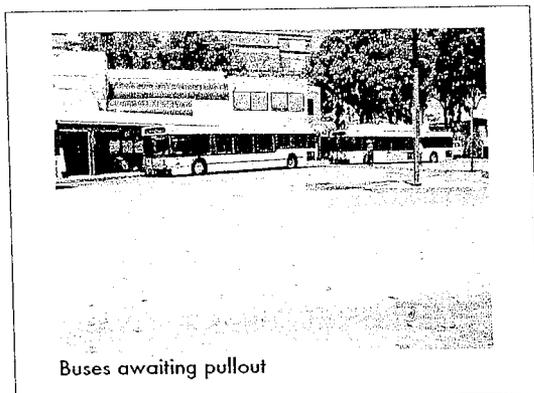
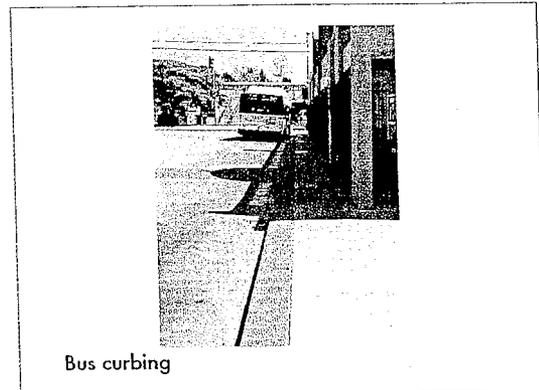
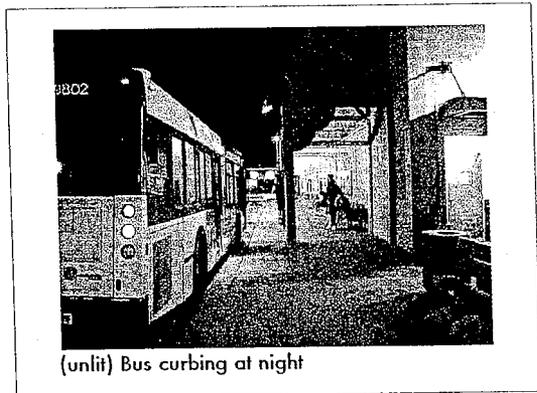
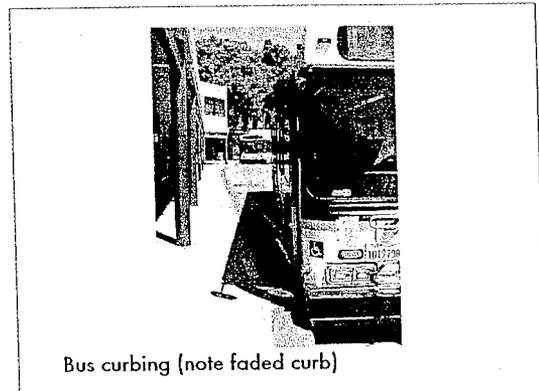
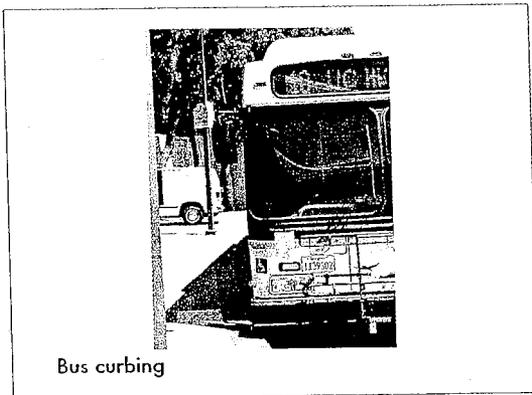
Public Facilities

- MetroCenter, opened in 1984
- Capitola Mall Transit Center, leased 1987
- Watsonville Transit Center, opened 1995
- Cavallaro Transit Center (Scotts Valley), opened 1998
- Administration Building (Encinal Street), leased 1999

Employee Facilities

- Minor Maintenance Facility (Golf Club Drive), opened 1983
- Operations Building (River Street), opened 1984
- Fleet Maintenance Facility (Dubois Street, 2 floors), leased 1995
- ParaCruz Office (Research Park Drive, Soquel), leased 2004
- Fleet Administration & Office (Vernon Street), leased 2005

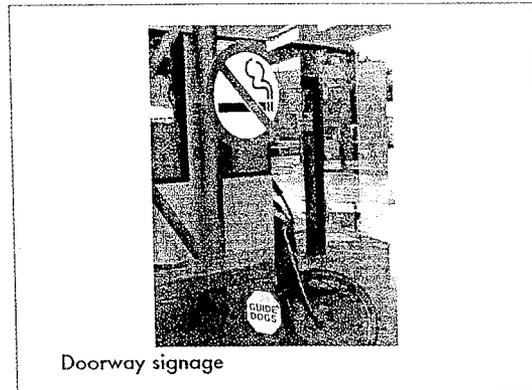
MetroCenter/Pacific Station (1984)



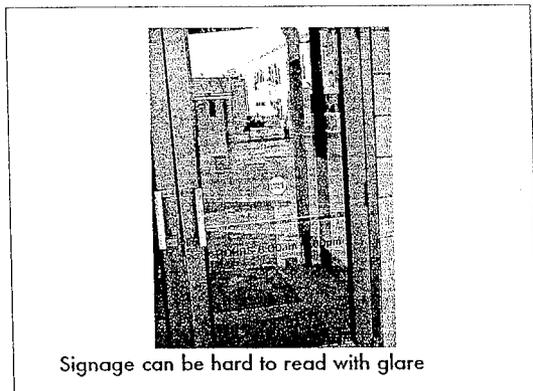
MetroCenter/Pacific Station (1984)



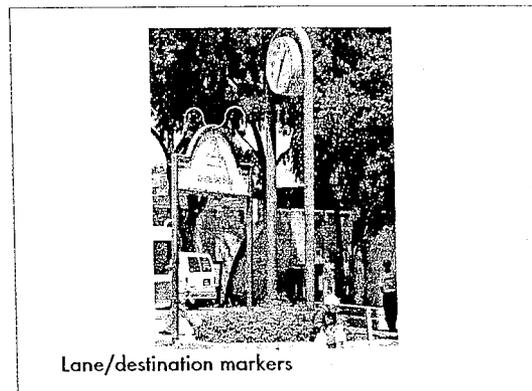
Outmoded signage for service animals



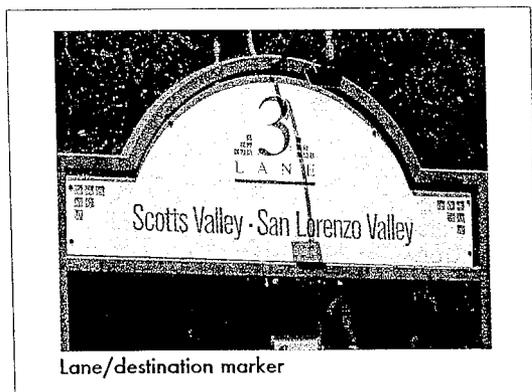
Doorway signage



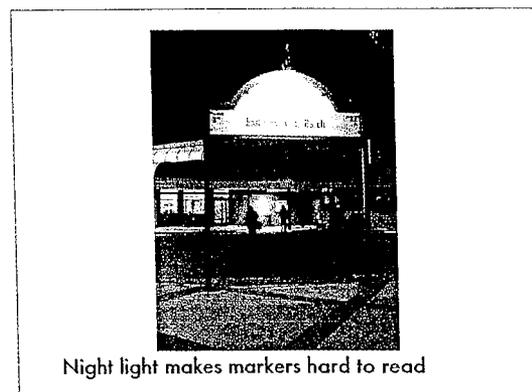
Signage can be hard to read with glare



Lane/destination markers

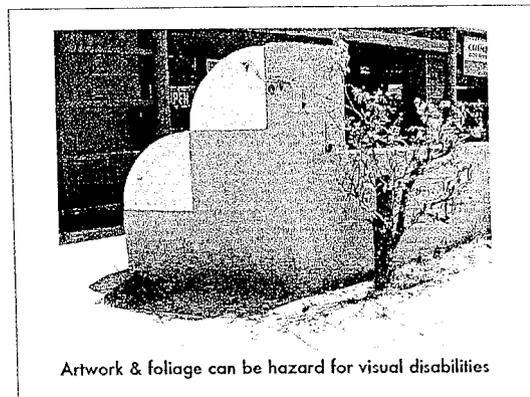
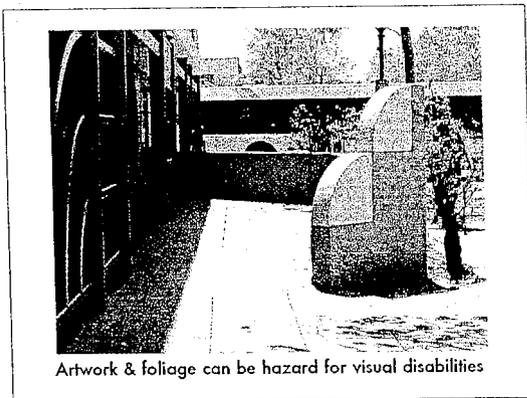
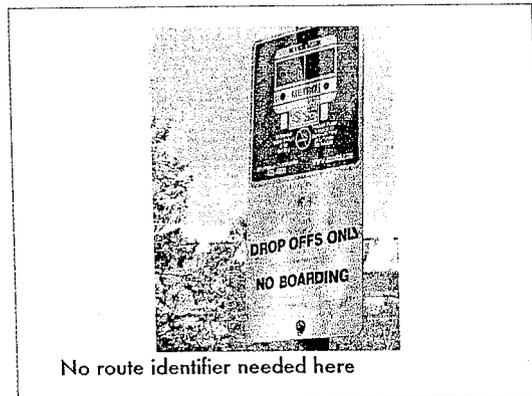
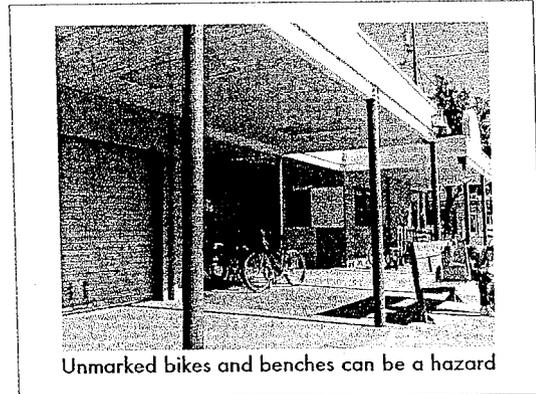
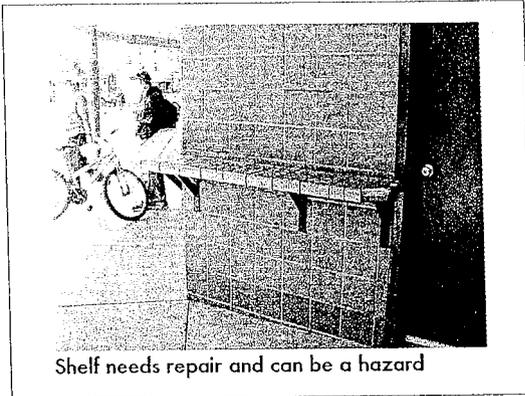


Lane/destination marker

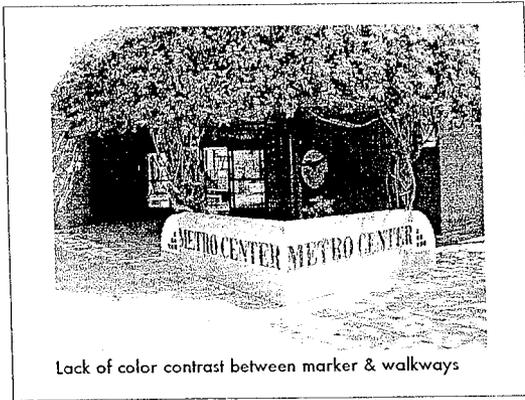


Night light makes markers hard to read

MetroCenter/Pacific Station (1984)



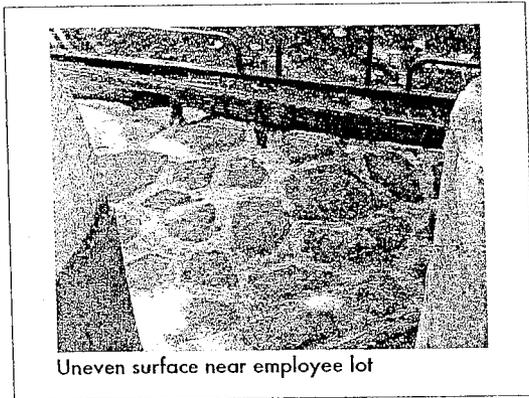
MetroCenter/Pacific Station (1984)



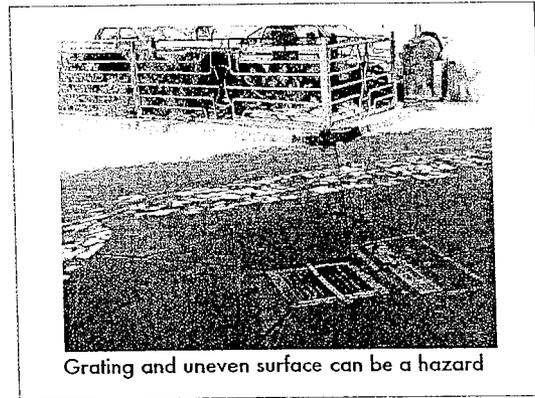
Lack of color contrast between marker & walkways



Lack of contrast can present hazards for some



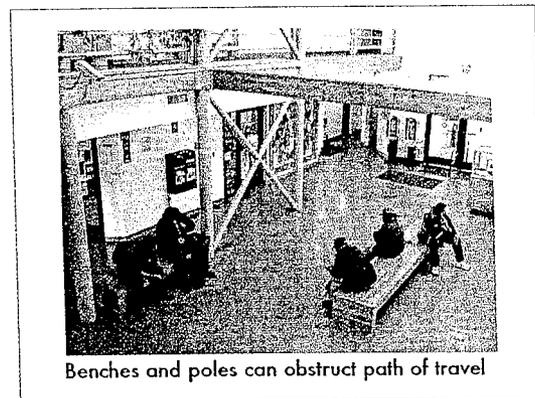
Uneven surface near employee lot



Grating and uneven surface can be a hazard

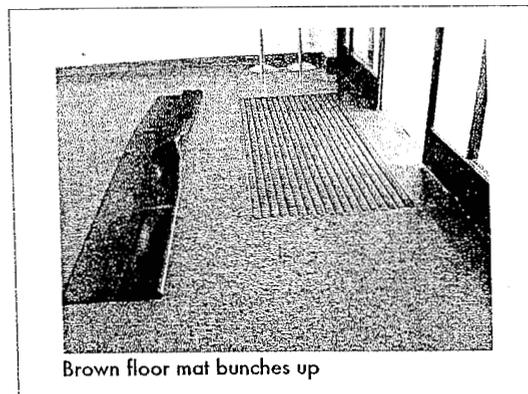
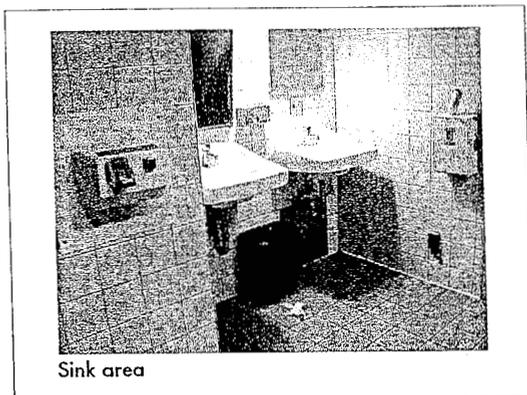
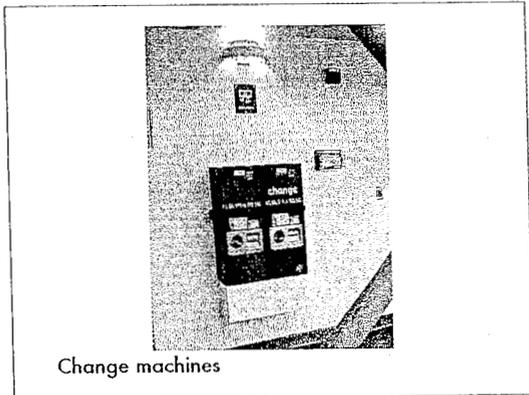
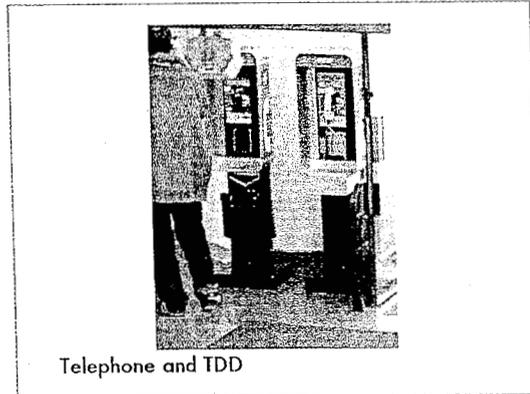


Interior - again, limited contrast in some areas

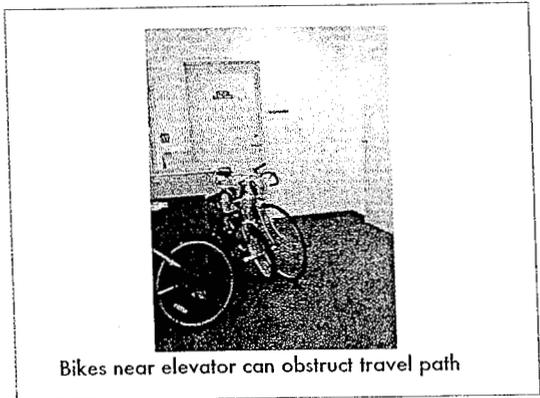
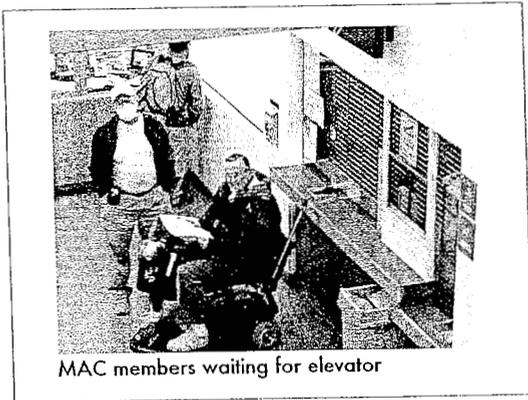
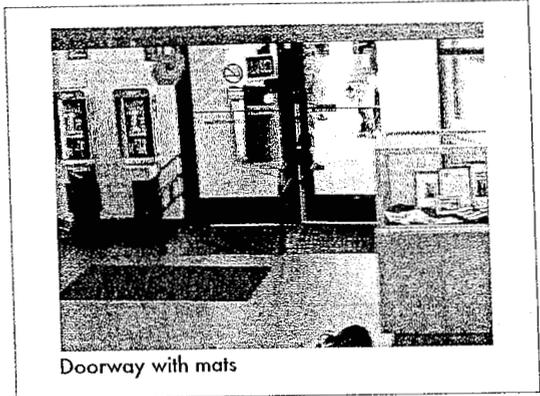
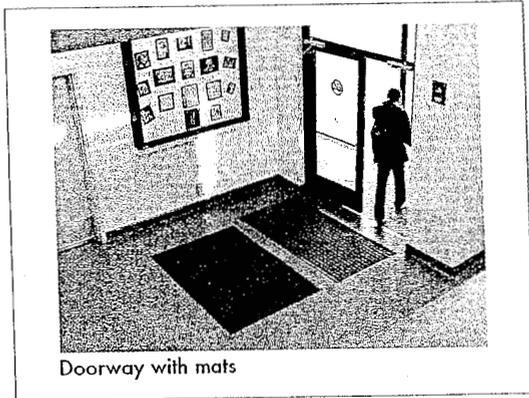


Benches and poles can obstruct path of travel

MetroCenter/Pacific Station (1984)



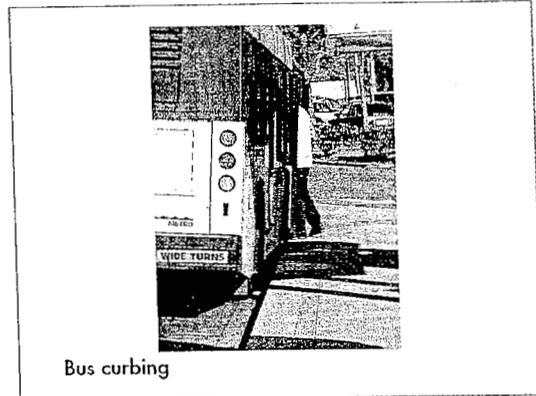
MetroCenter/Pacific Station (1984)



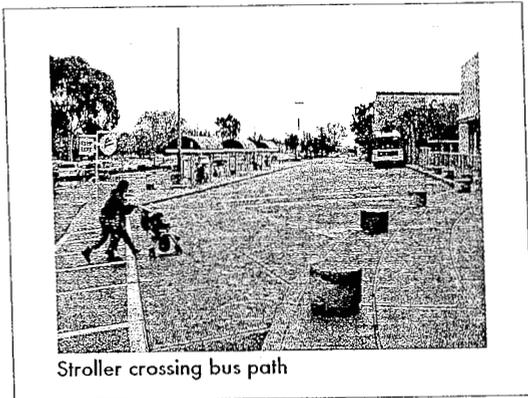
Capitola Mall Transit Center (1987)



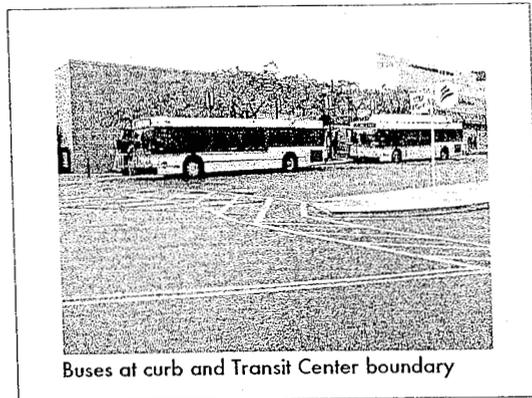
Mall entrance and Transit Center boundary



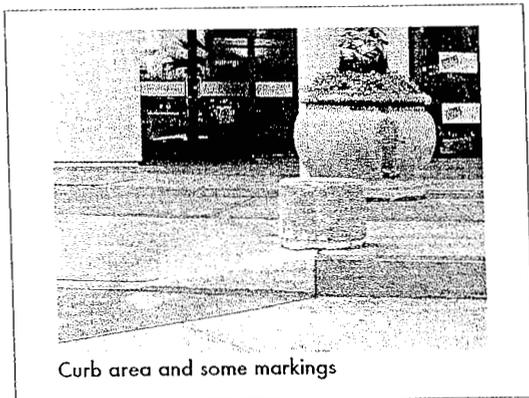
Bus curbing



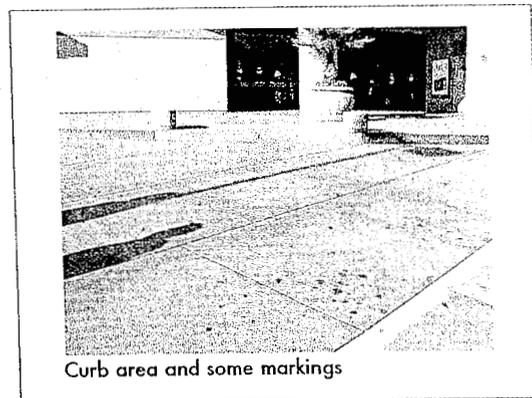
Stroller crossing bus path



Buses at curb and Transit Center boundary

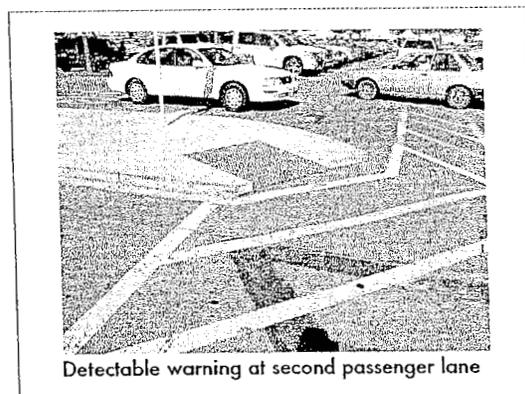
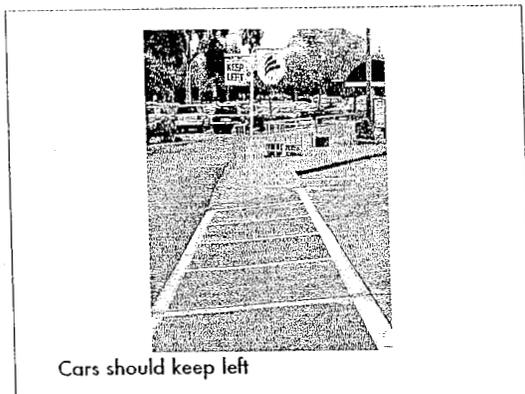
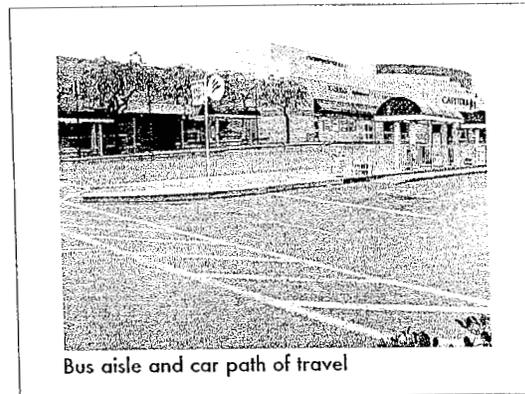
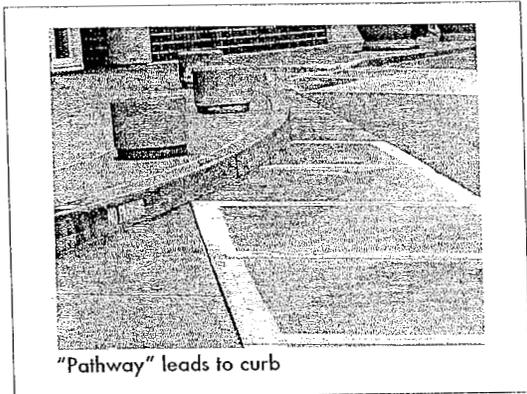
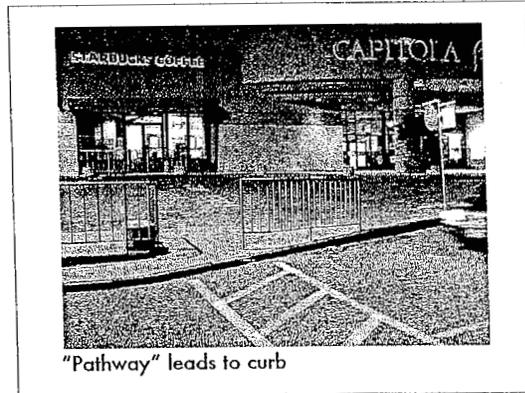
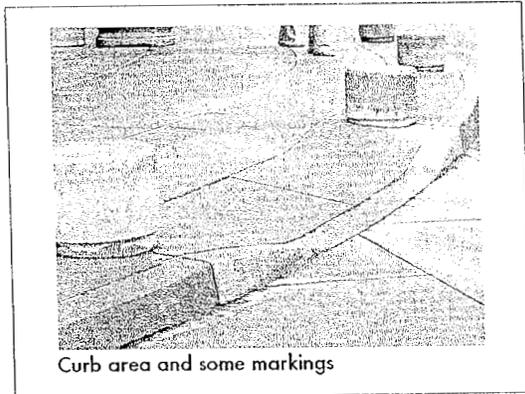


Curb area and some markings

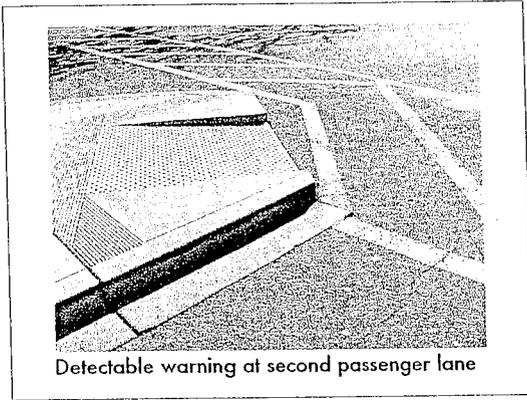


Curb area and some markings

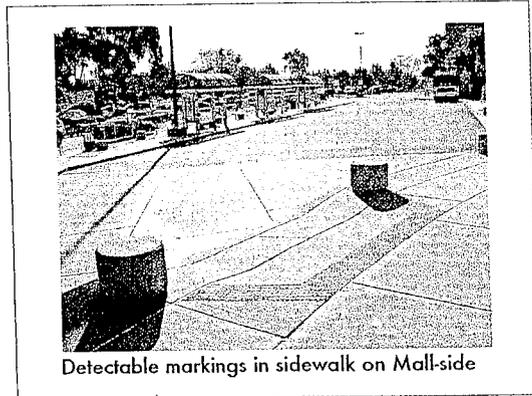
Capitola Mall Transit Center (1987)



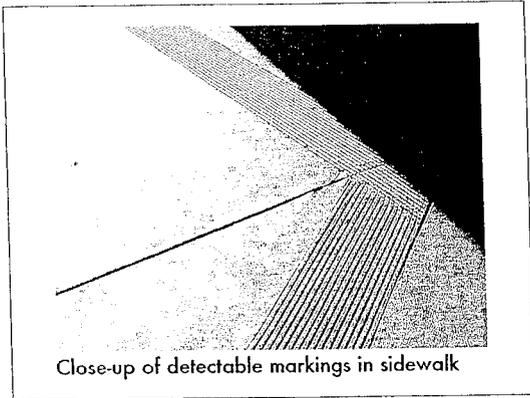
Capitola Mall Transit Center (1987)



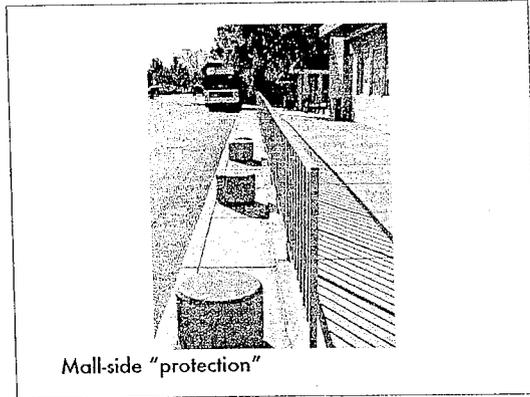
Detectable warning at second passenger lane



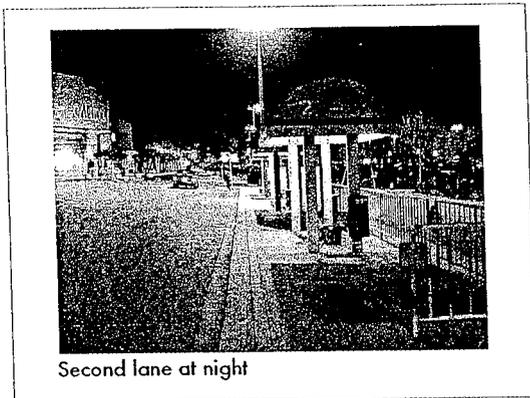
Detectable markings in sidewalk on Mall-side



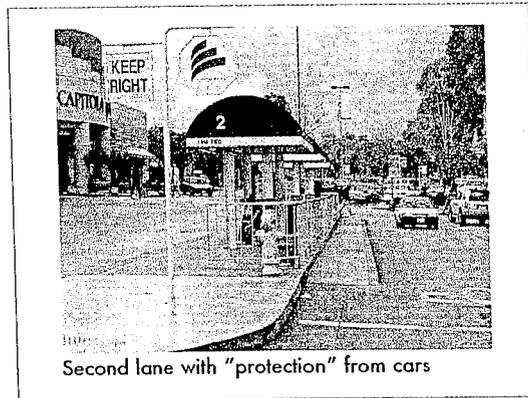
Close-up of detectable markings in sidewalk



Mall-side "protection"

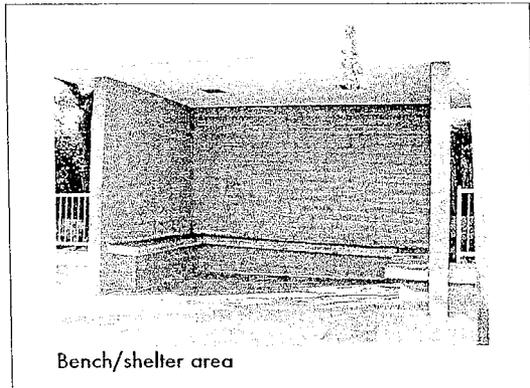


Second lane at night

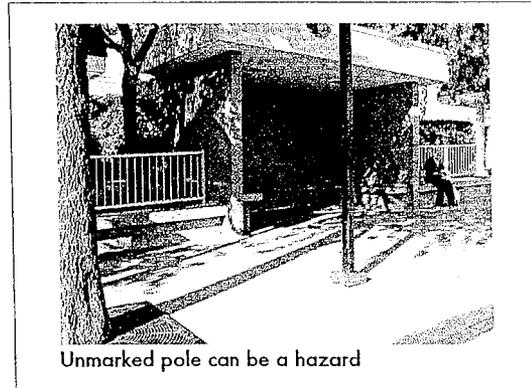


Second lane with "protection" from cars

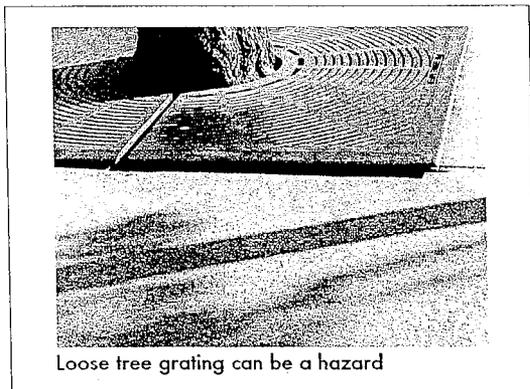
Capitola Mall Transit Center (1987)



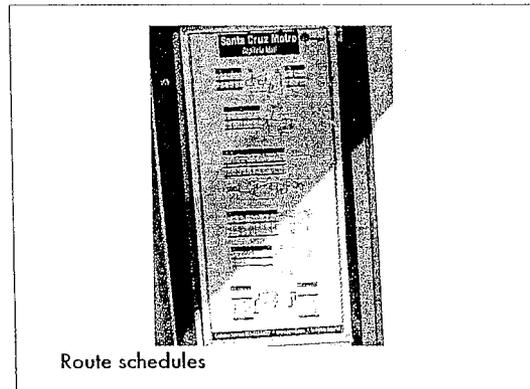
Bench/shelter area



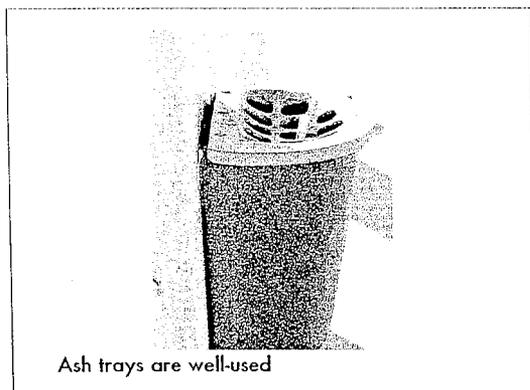
Unmarked pole can be a hazard



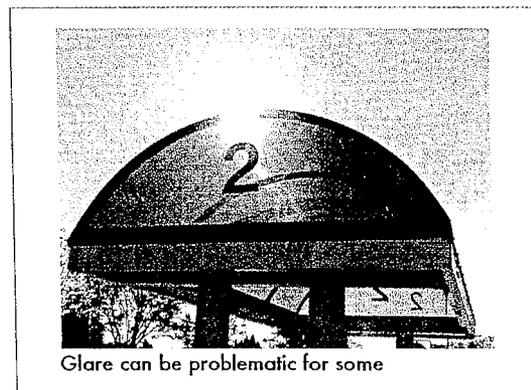
Loose tree grating can be a hazard



Route schedules

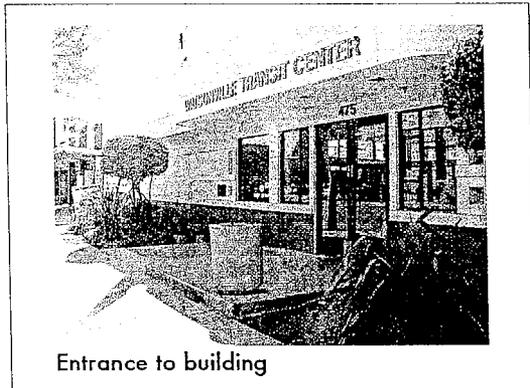


Ash trays are well-used

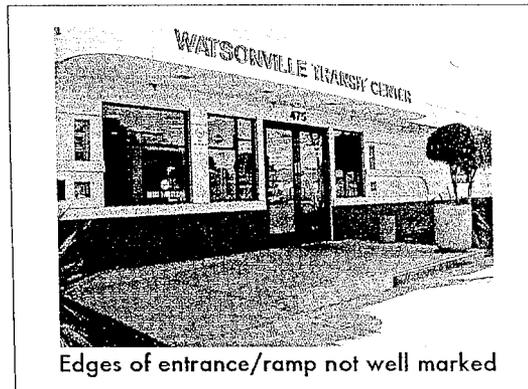


Glare can be problematic for some

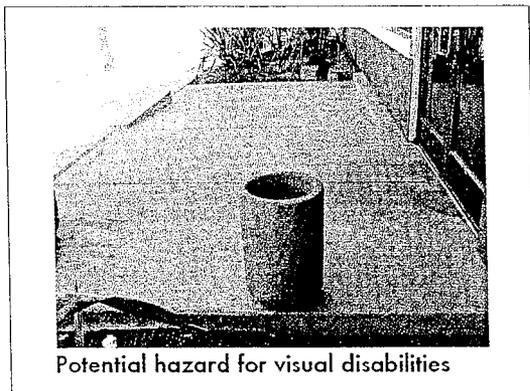
Watsonville Transit Center (1995)



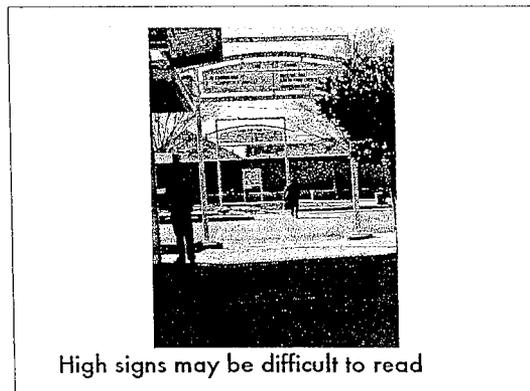
Entrance to building



Edges of entrance/ramp not well marked



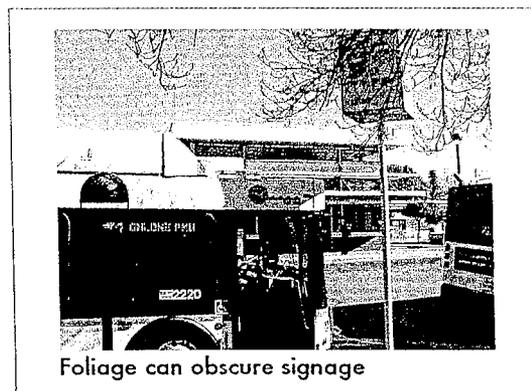
Potential hazard for visual disabilities



High signs may be difficult to read



High route signs



Foliage can obscure signage

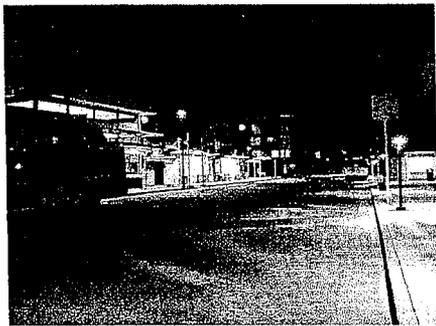
Watsonville Transit Center (1995)



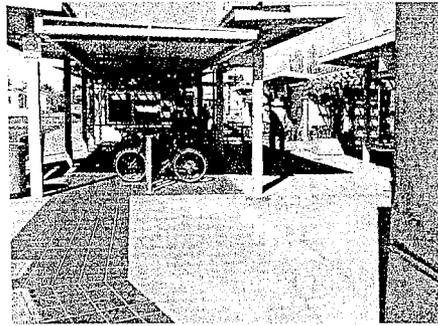
Signs hard to read at night



Another night scene



Night scene with unlit bus



What looks like a path - isn't

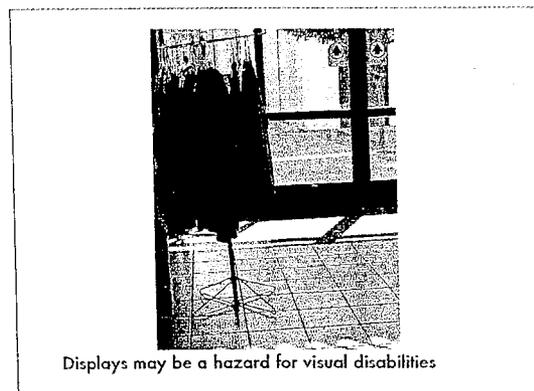
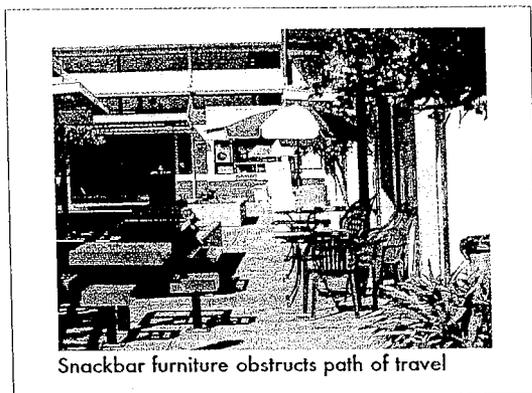
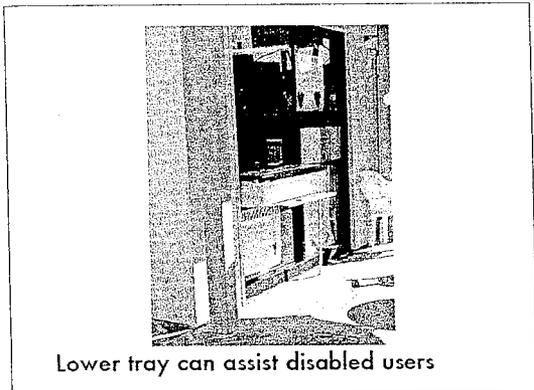
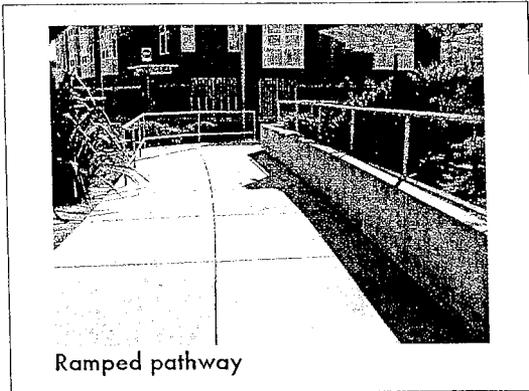


Decorative marking leads into obstruction

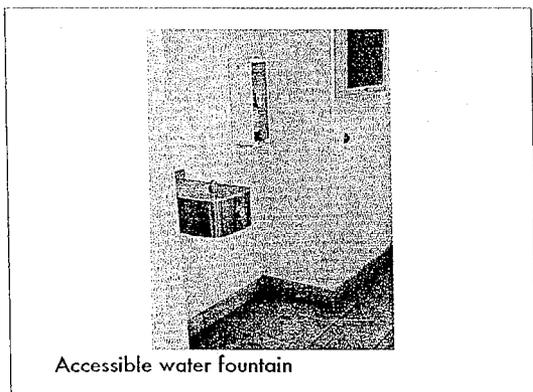
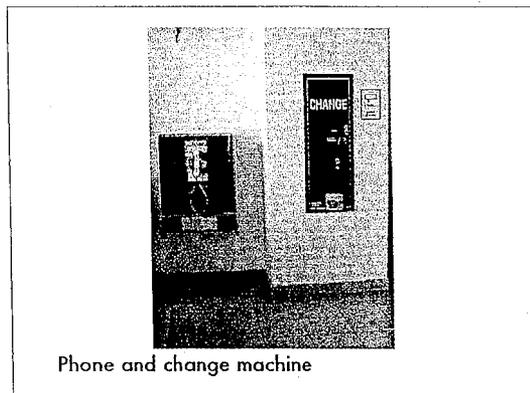
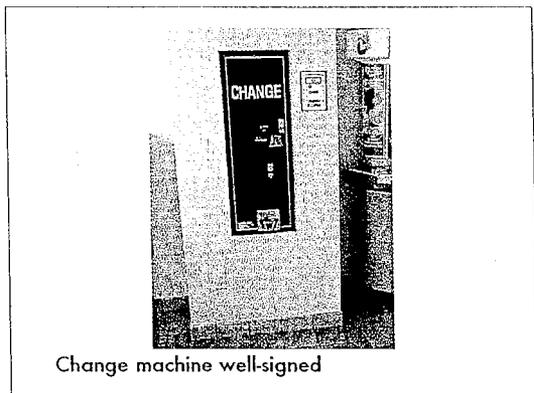
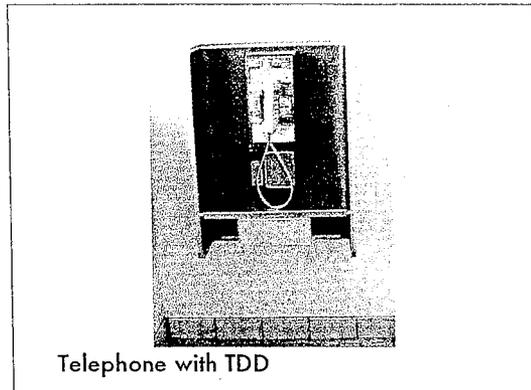
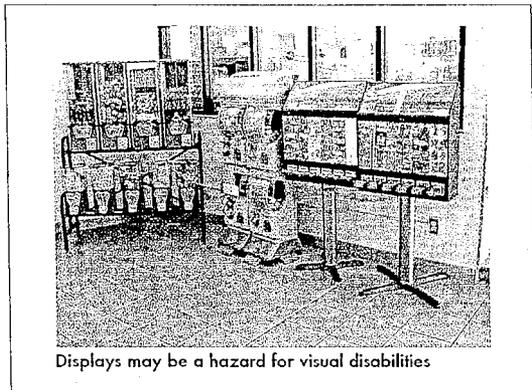


Shadows further obscure pathway

Watsonville Transit Center (1995)



Watsonville Transit Center (1995)



Watsonville Transit Center (1995)



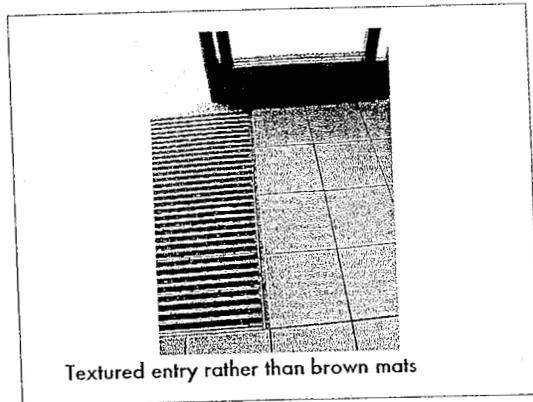
Restroom detail with handrails



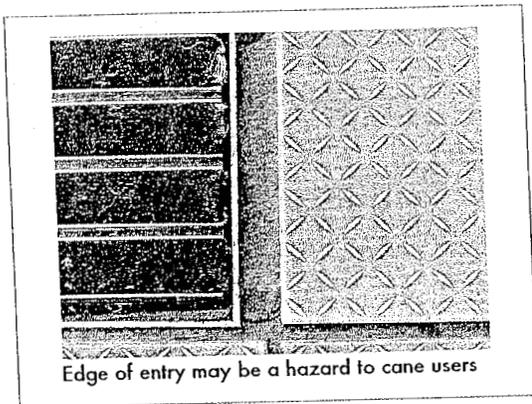
Sink area



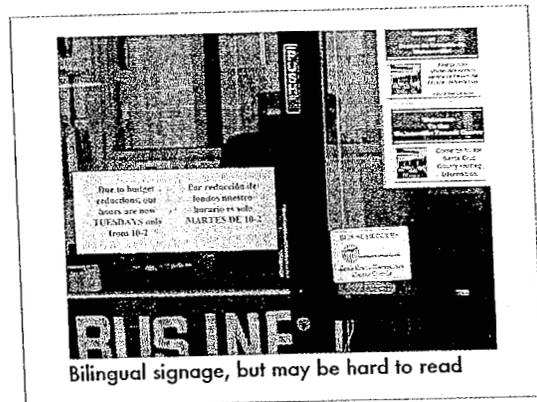
Restroom detail with handrails



Textured entry rather than brown mats

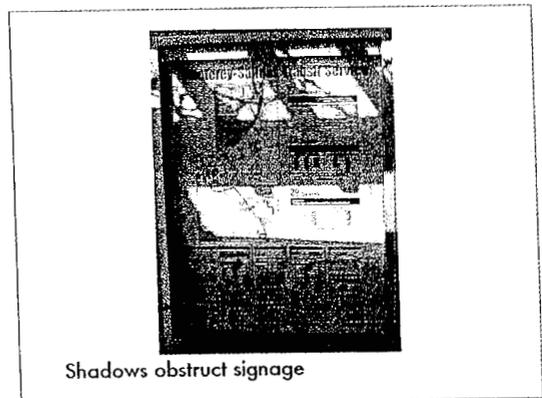
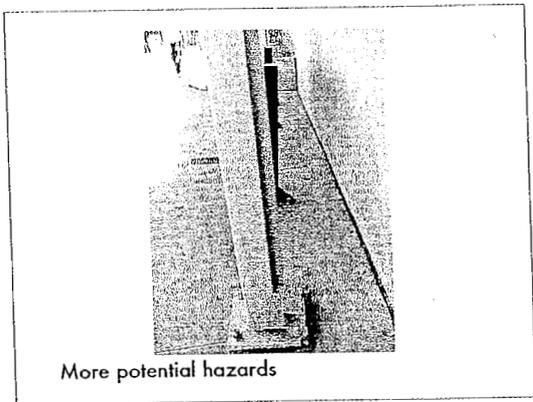
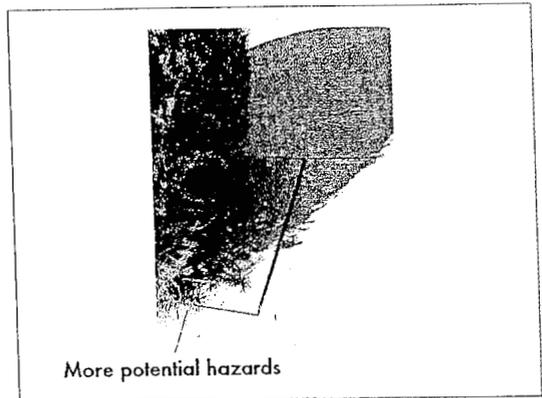
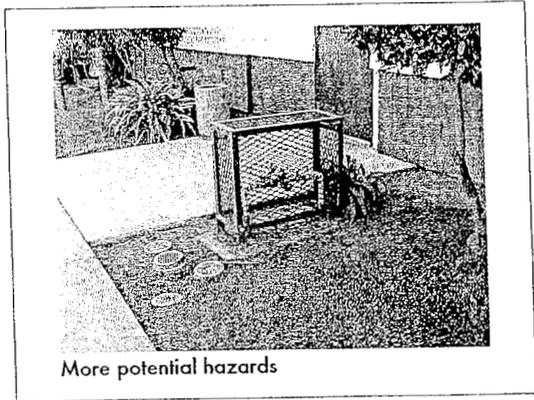
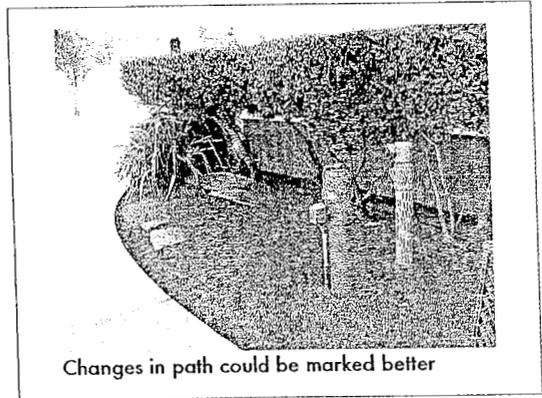
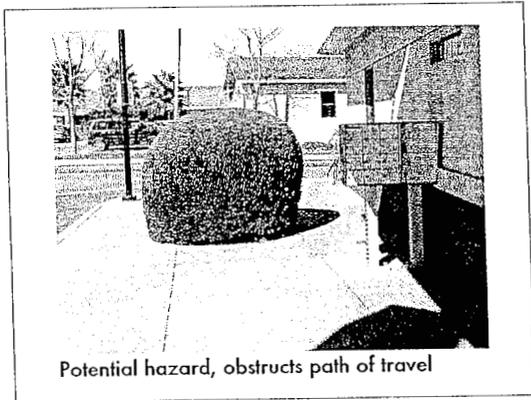


Edge of entry may be a hazard to cane users

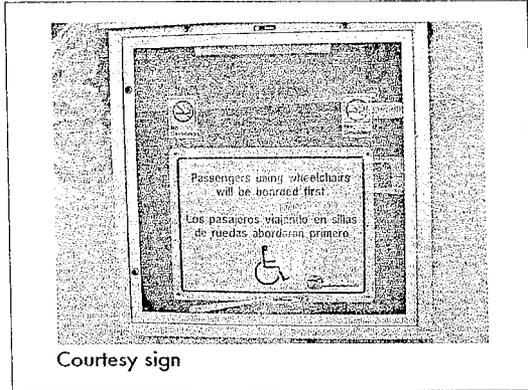


Bilingual signage, but may be hard to read

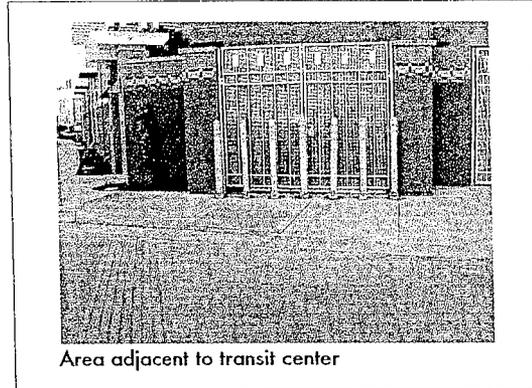
Watsonville Transit Center (1995)



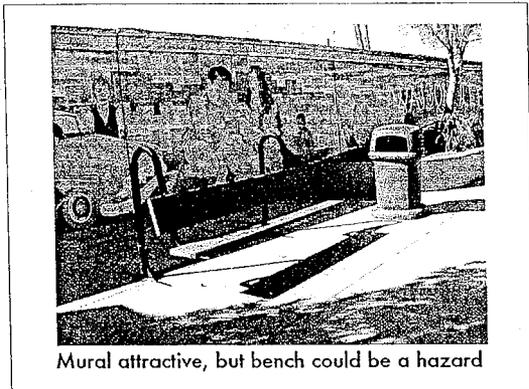
Watsonville Transit Center (1995)



Courtesy sign

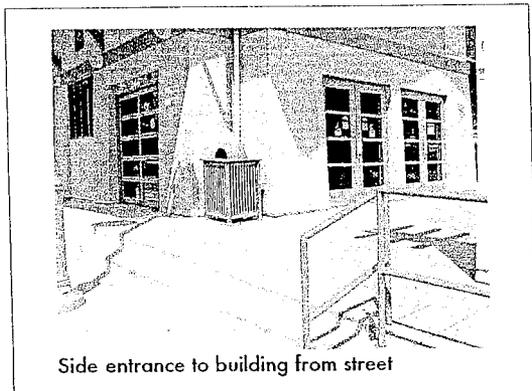


Area adjacent to transit center

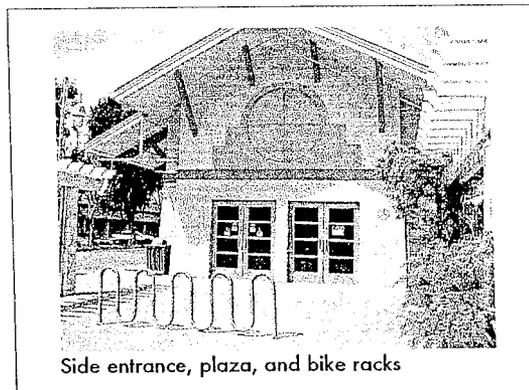


Mural attractive, but bench could be a hazard

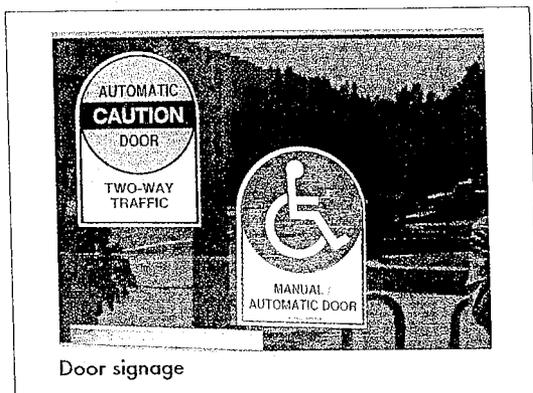
Scotts Valley/Cavallaro Transit Center
(1998)



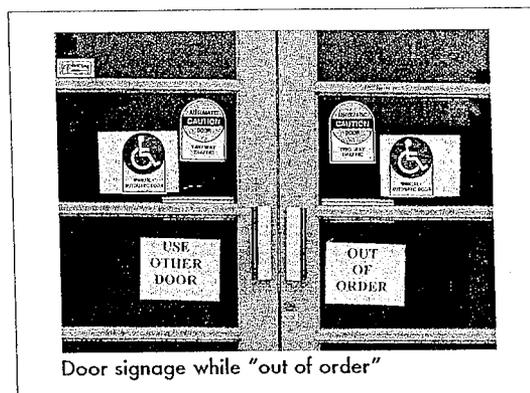
Side entrance to building from street



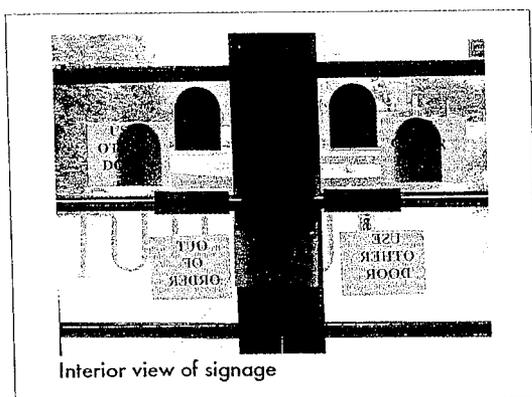
Side entrance, plaza, and bike racks



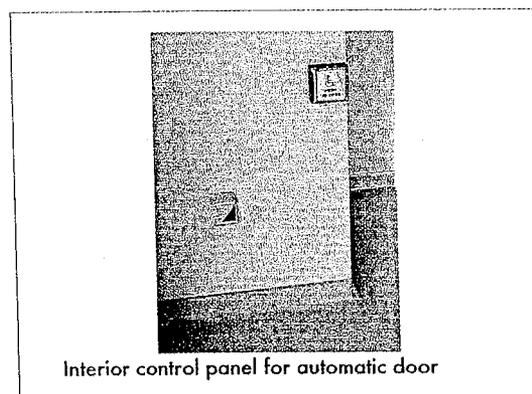
Door signage



Door signage while "out of order"

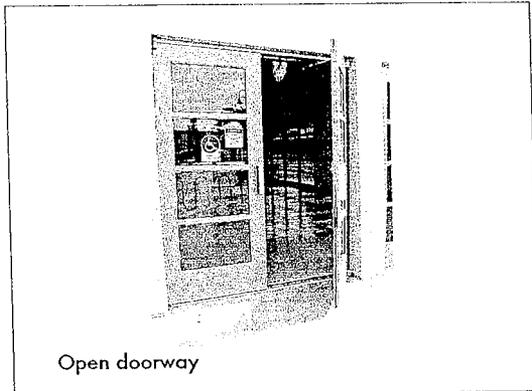


Interior view of signage

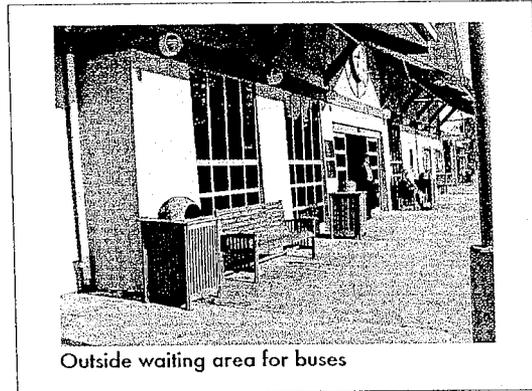


Interior control panel for automatic door

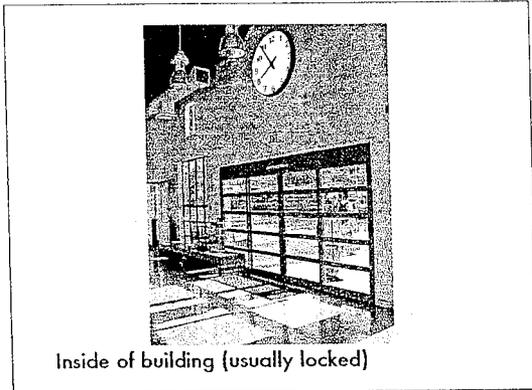
Scotts Valley/Cavallaro Transit Center
(1998)



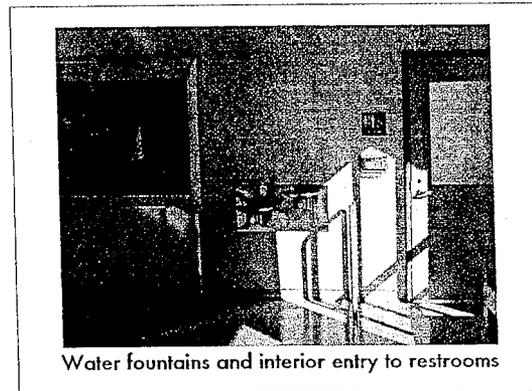
Open doorway



Outside waiting area for buses



Inside of building (usually locked)



Water fountains and interior entry to restrooms

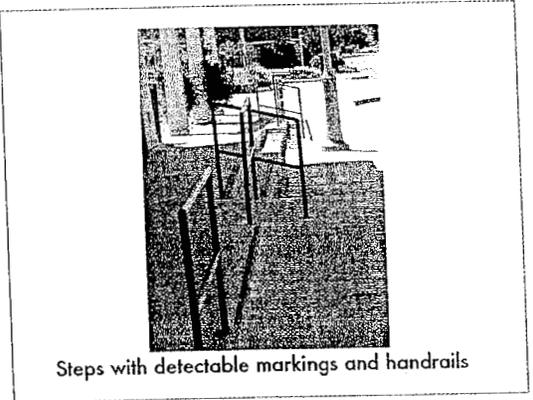
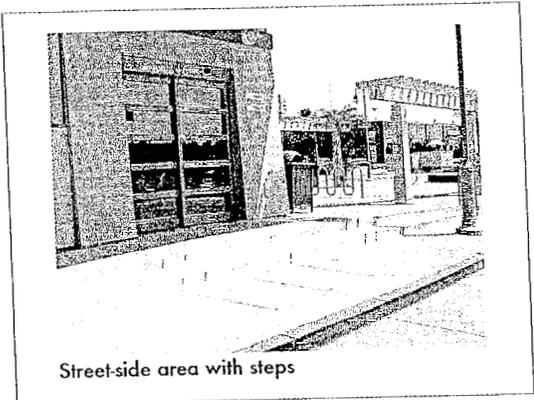
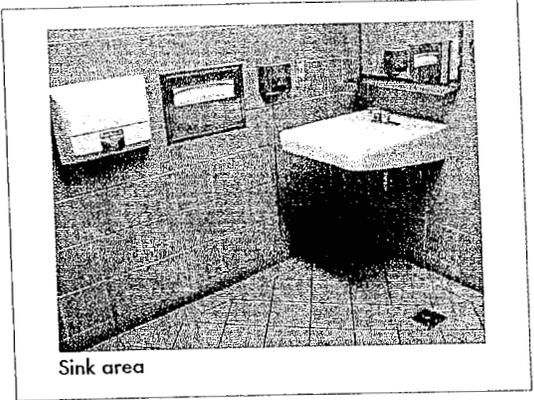
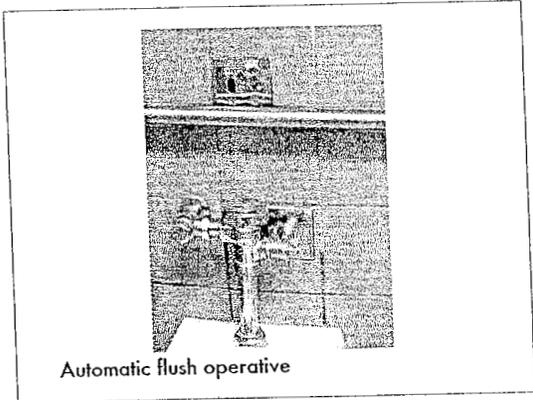
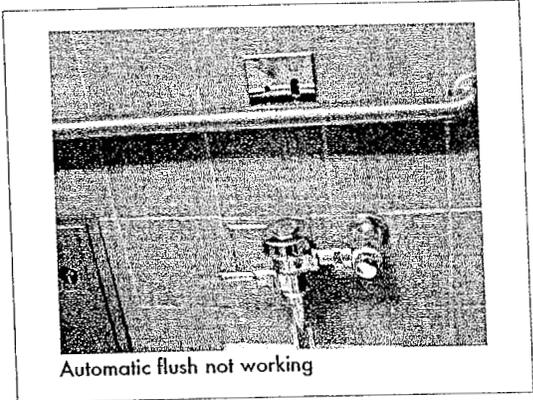


Restroom signage

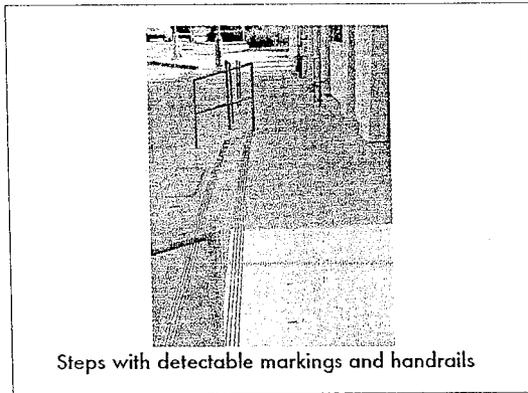


Restroom signage

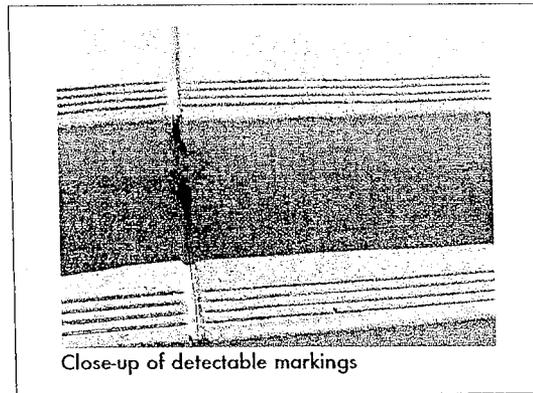
Scotts Valley/Cavallaro Transit Center
(1998)



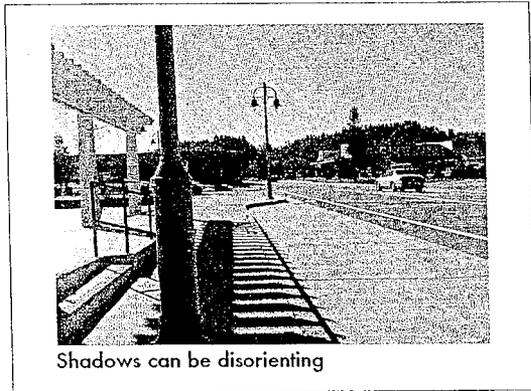
Scotts Valley/Cavallaro Transit Center
(1998)



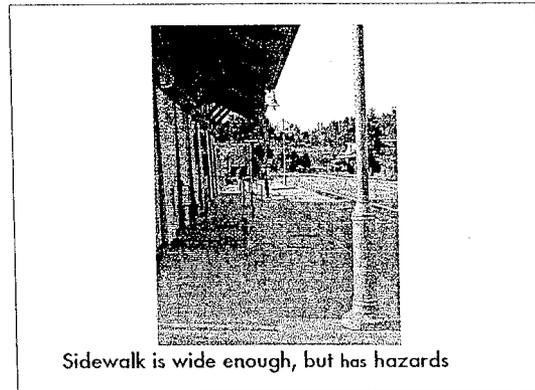
Steps with detectable markings and handrails



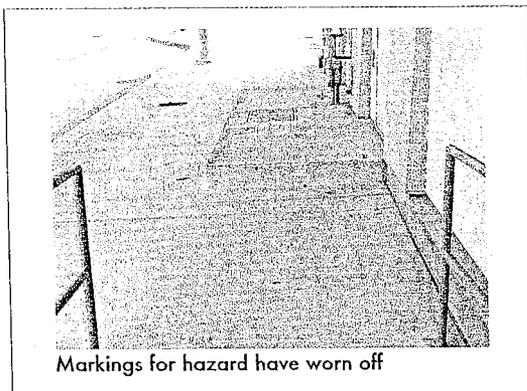
Close-up of detectable markings



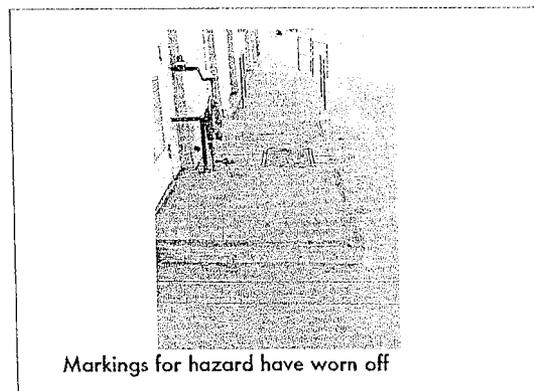
Shadows can be disorienting



Sidewalk is wide enough, but has hazards

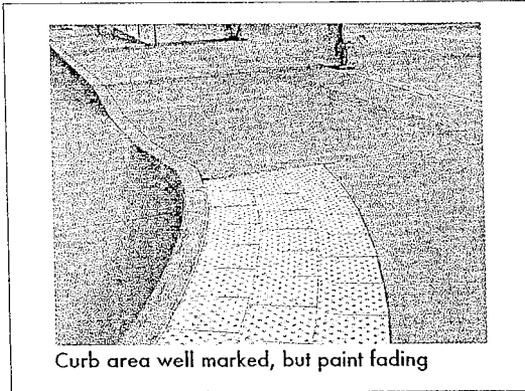


Markings for hazard have worn off

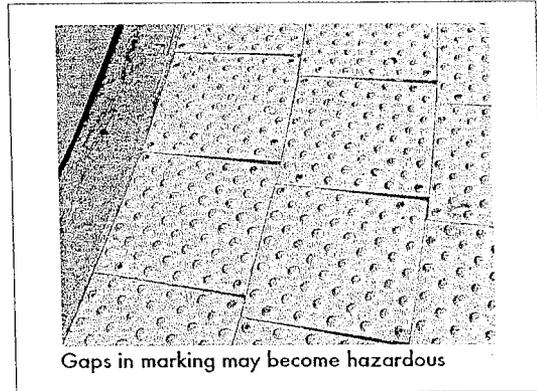


Markings for hazard have worn off

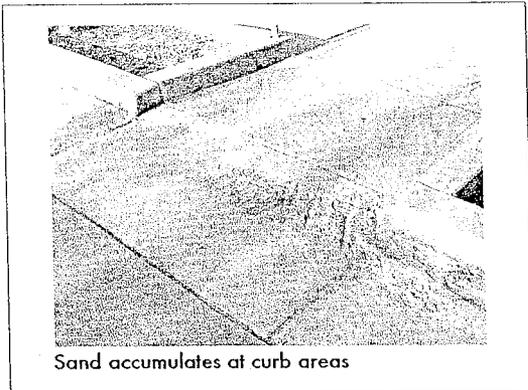
Scotts Valley/Cavallaro Transit Center
(1998)



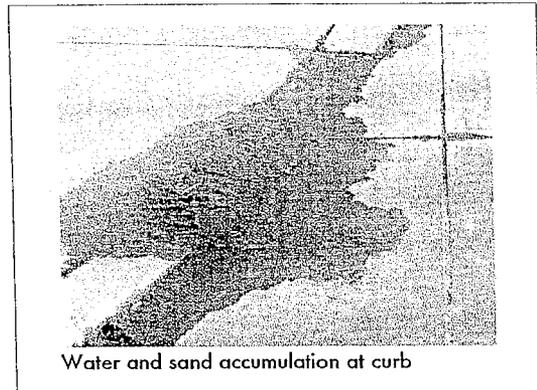
Curb area well marked, but paint fading



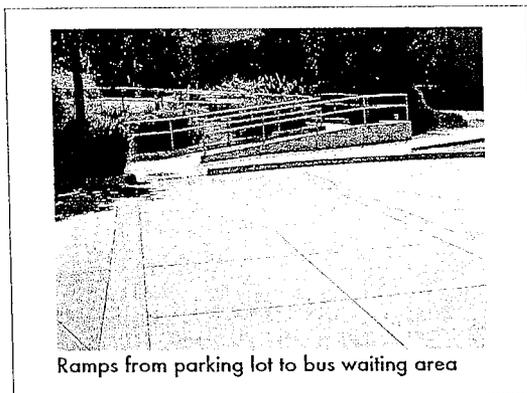
Gaps in marking may become hazardous



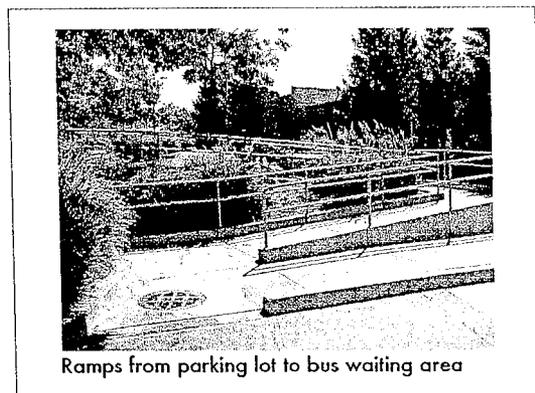
Sand accumulates at curb areas



Water and sand accumulation at curb



Ramps from parking lot to bus waiting area



Ramps from parking lot to bus waiting area

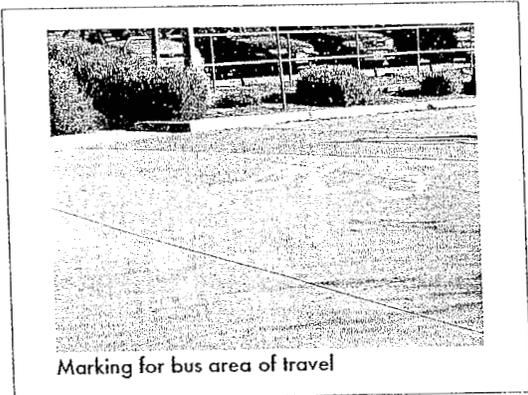
Scotts Valley/Cavallaro Transit Center
(1998)



Ramped path from parking lot to bus area



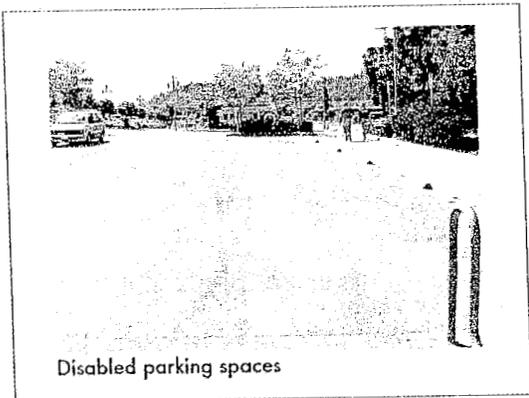
Ramped path from parking lot to bus area



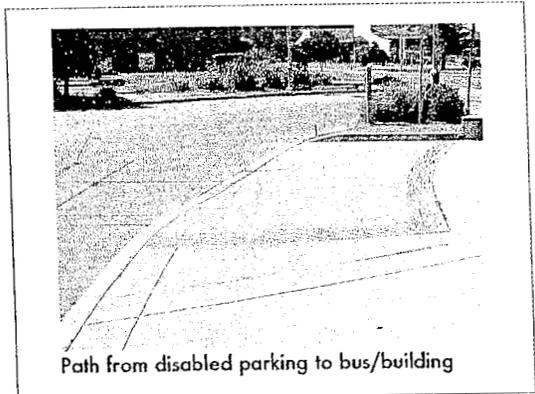
Marking for bus area of travel



Disabled parking spaces

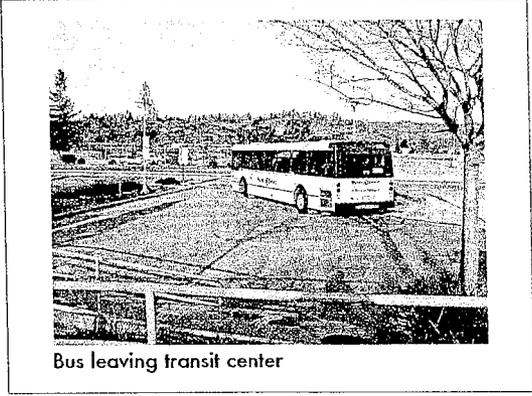
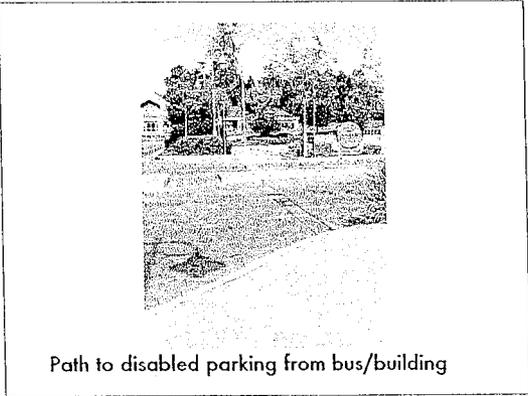
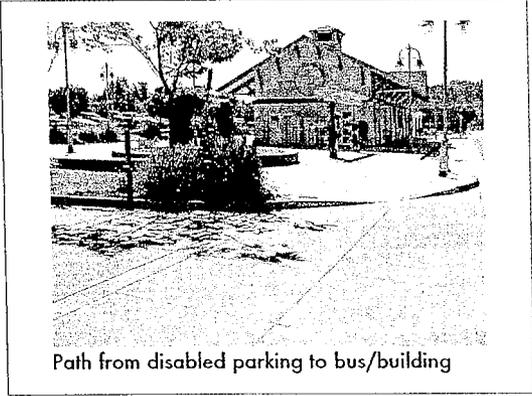
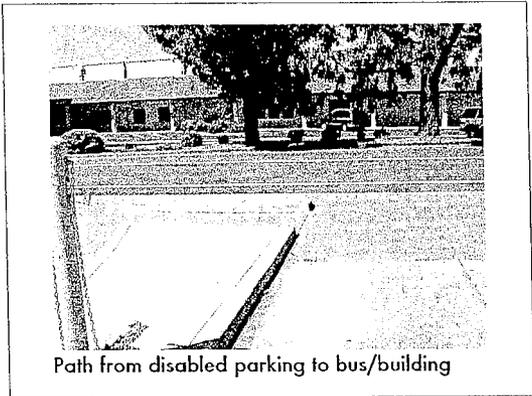


Disabled parking spaces



Path from disabled parking to bus/building

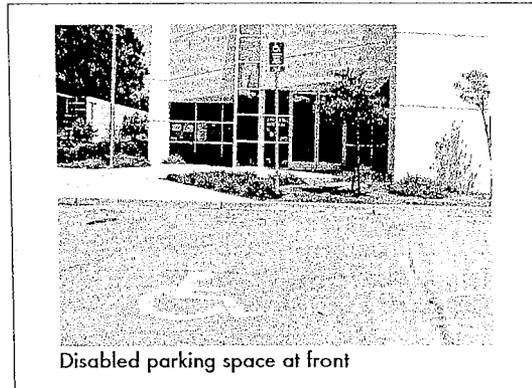
Scotts Valley/Cavallaro Transit Center
(1998)



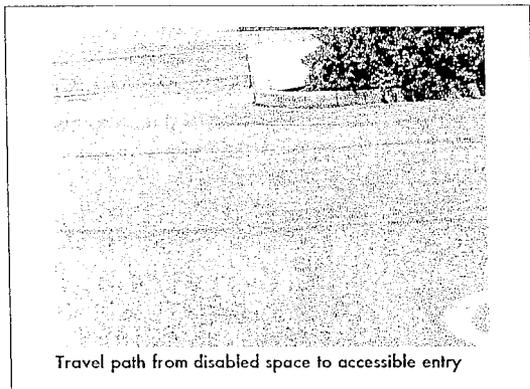
Administration Bldg & Shop (Encinal St,
1999)



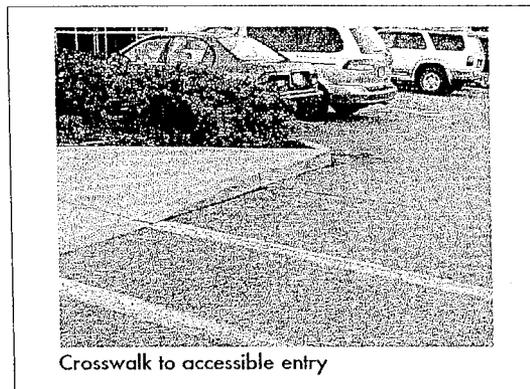
Main entrance to facility



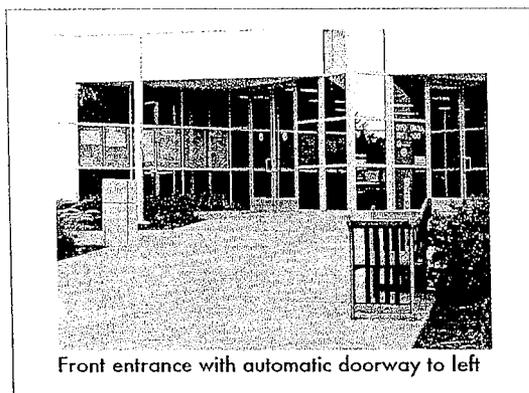
Disabled parking space at front



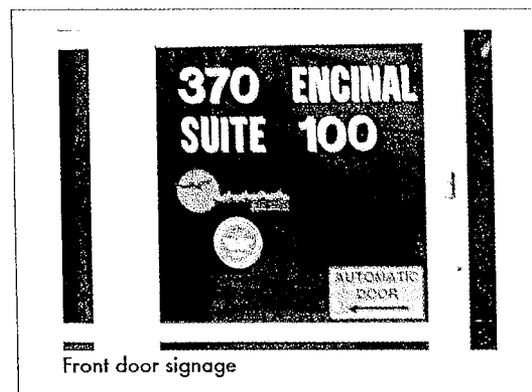
Travel path from disabled space to accessible entry



Crosswalk to accessible entry

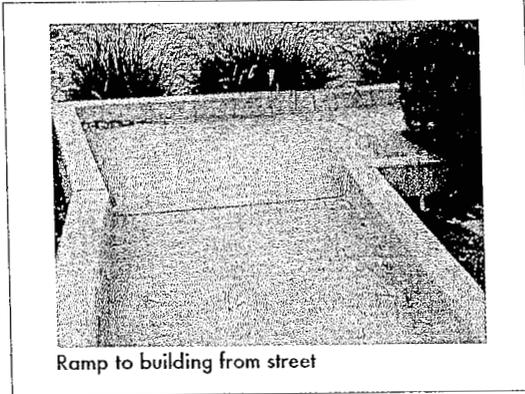


Front entrance with automatic doorway to left

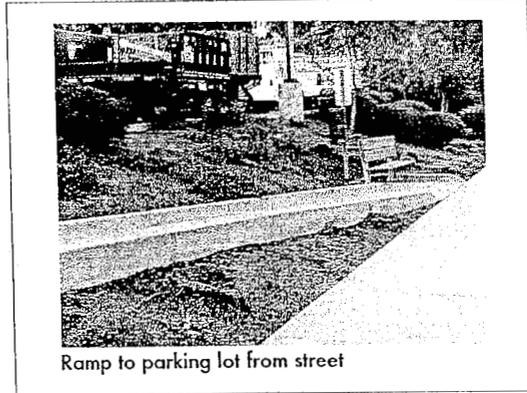


Front door signage

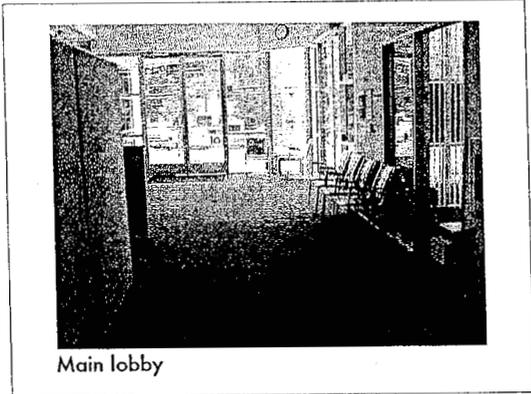
Administration Bldg & Shop (Encinal St,
1999)



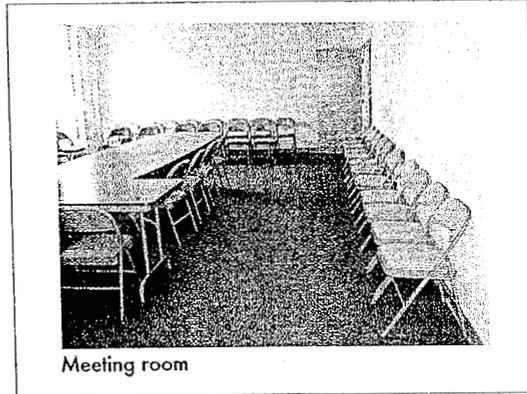
Ramp to building from street



Ramp to parking lot from street



Main lobby



Meeting room

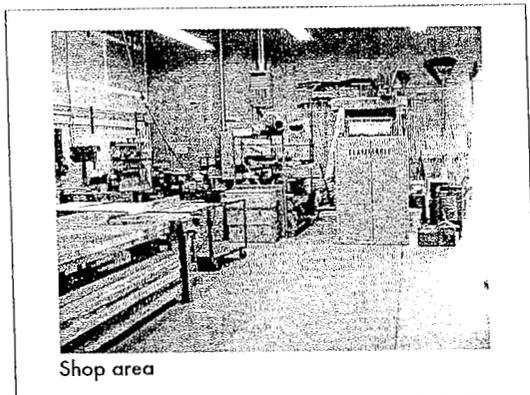
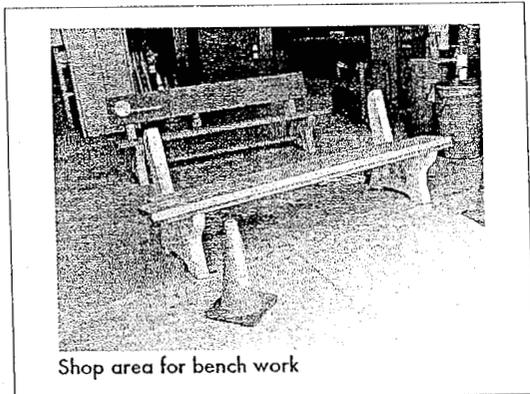
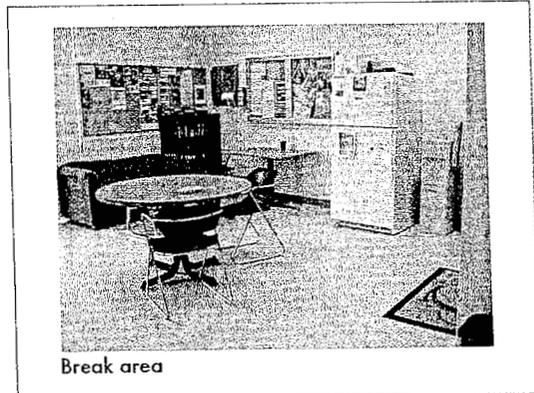
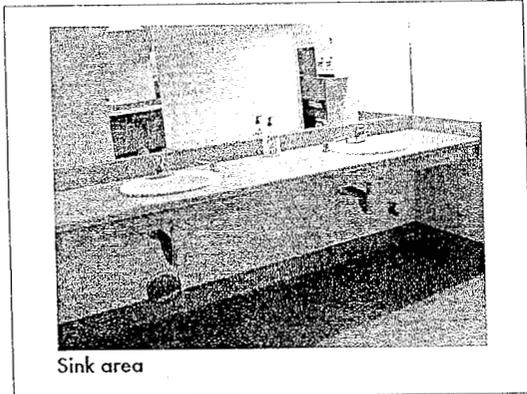


Meeting room

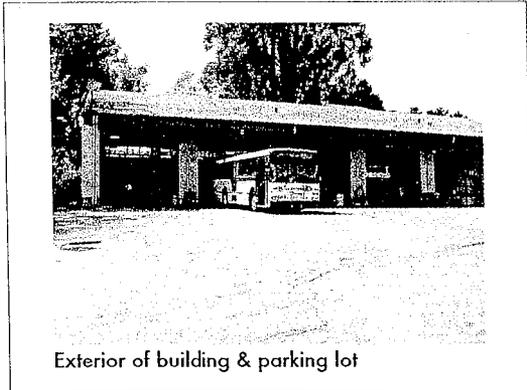


Restroom detail with handrails

Administration Bldg & Shop (Encinal St,
1999)



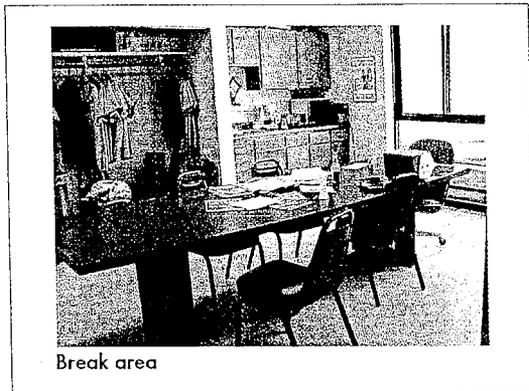
Minor Maintenance Facility (Golf Club Drive, 1983)



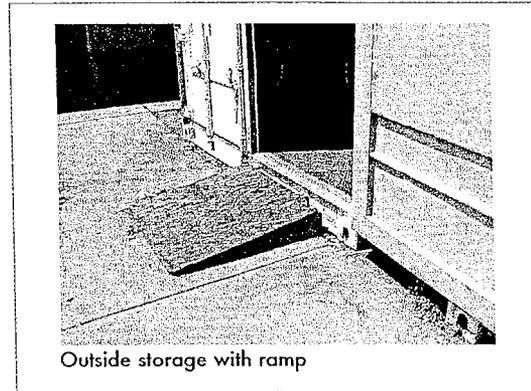
Exterior of building & parking lot



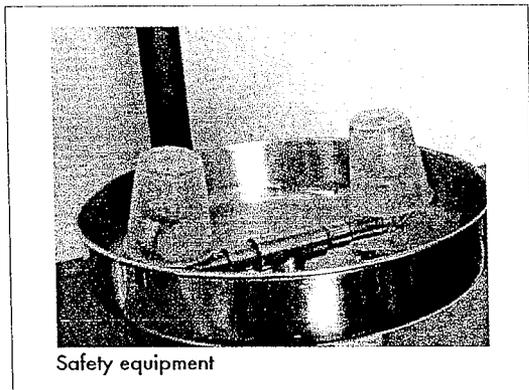
Coach entering shop



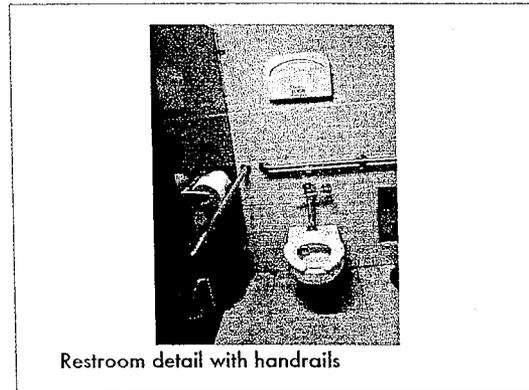
Break area



Outside storage with ramp

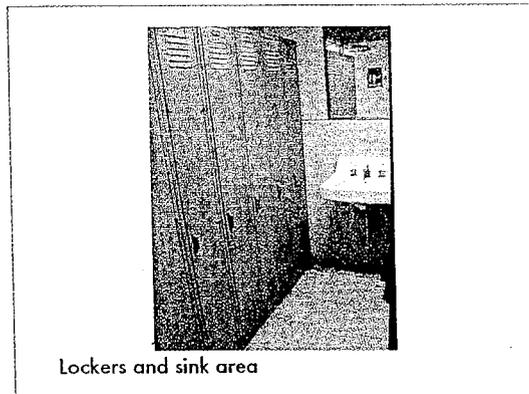
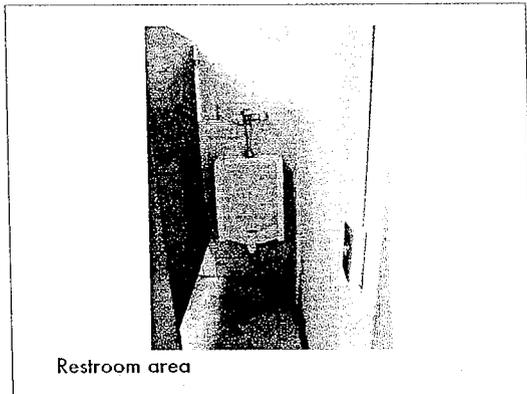


Safety equipment

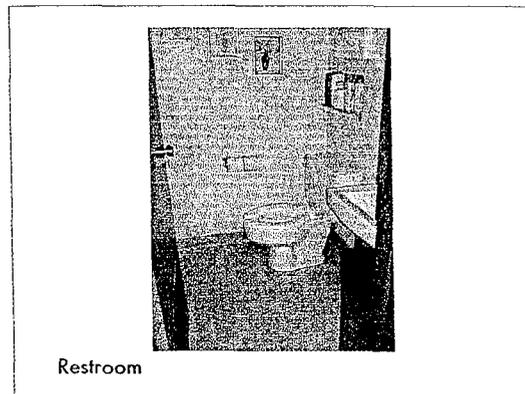
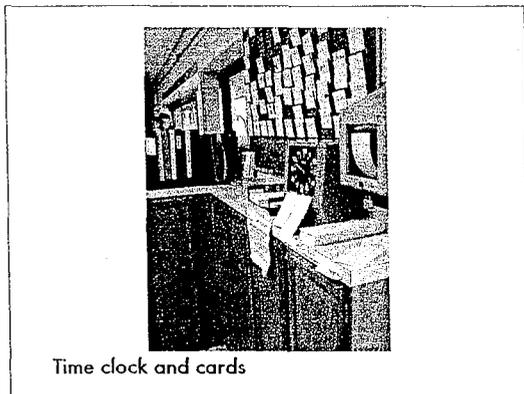
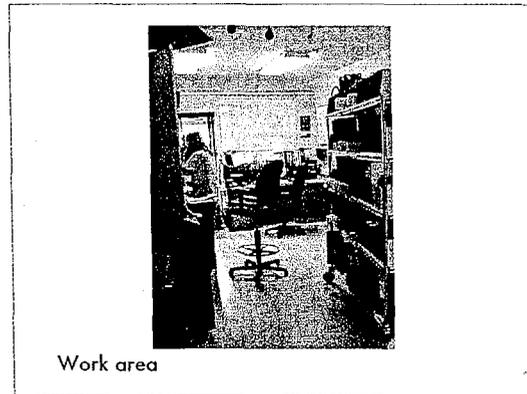
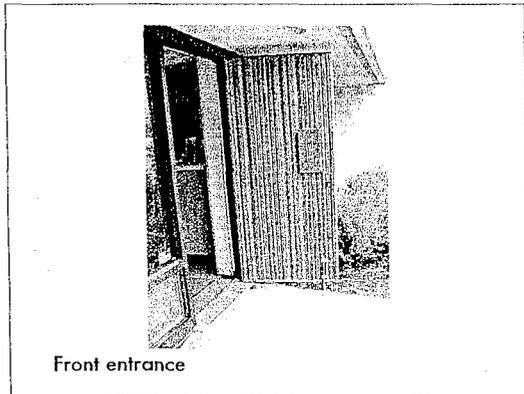
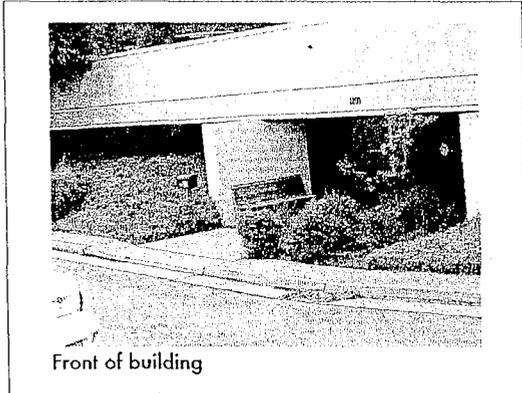


Restroom detail with handrails

Minor Maintenance Facility (Golf Club Drive, 1983)



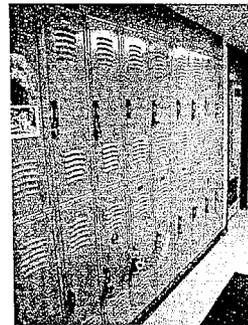
Operations (River St, 1984)



Operations (River St, 1984)



Restroom



Locker area



Work trailers with steps

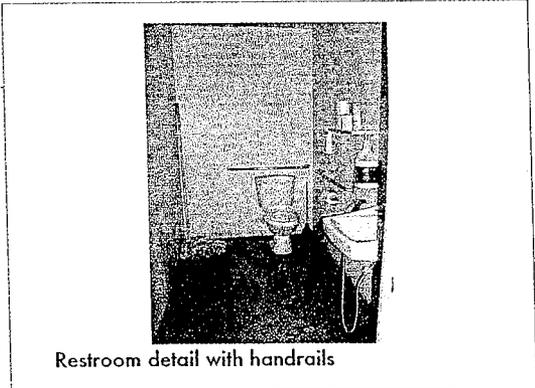


Buses in yard

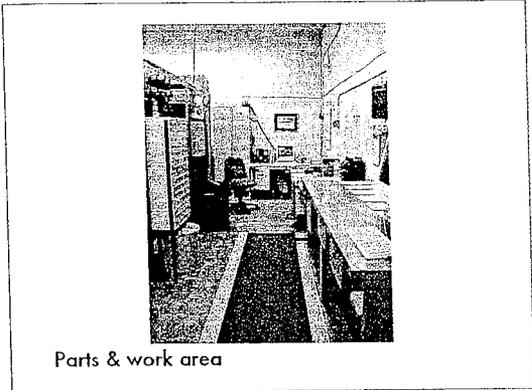
Fleet Maintenance (Dubois St, 1995)



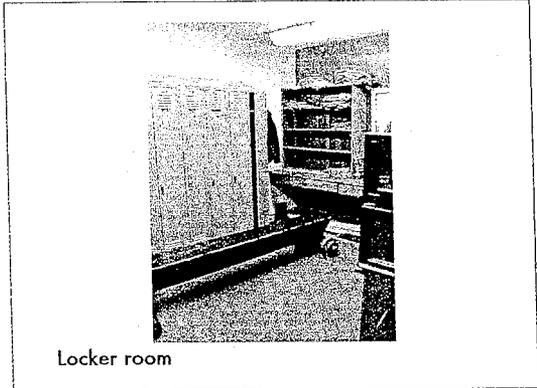
Restoration of historic bus



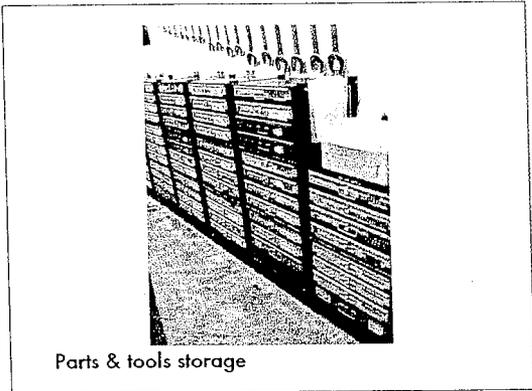
Restroom detail with handrails



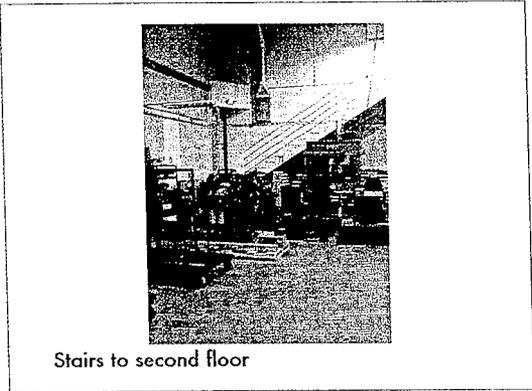
Parts & work area



Locker room

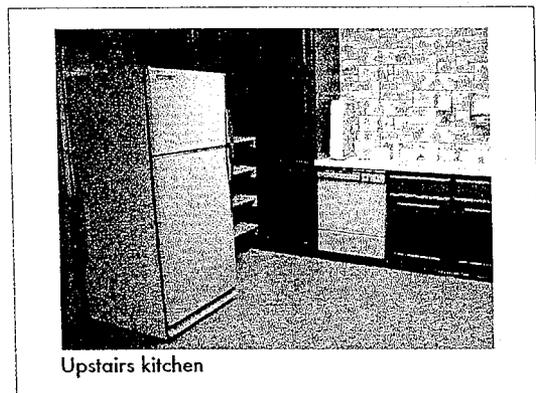
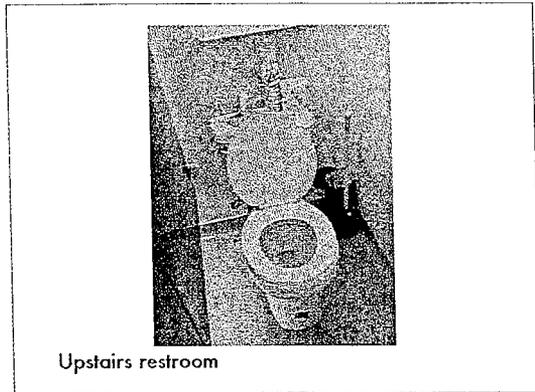
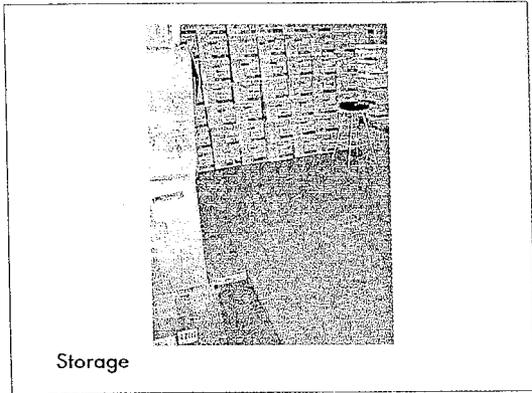
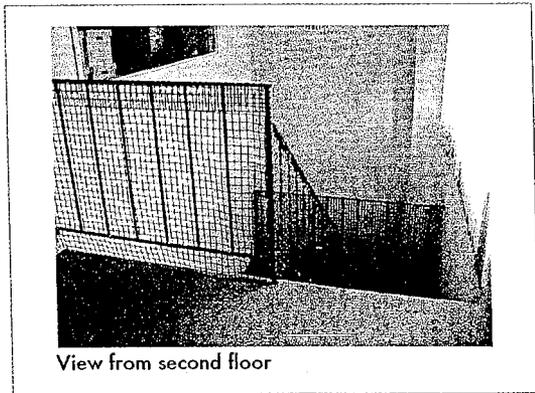
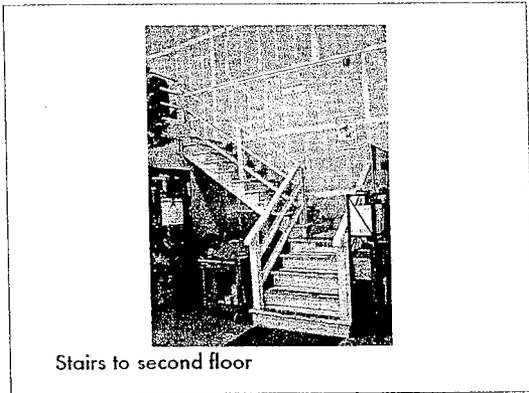


Parts & tools storage

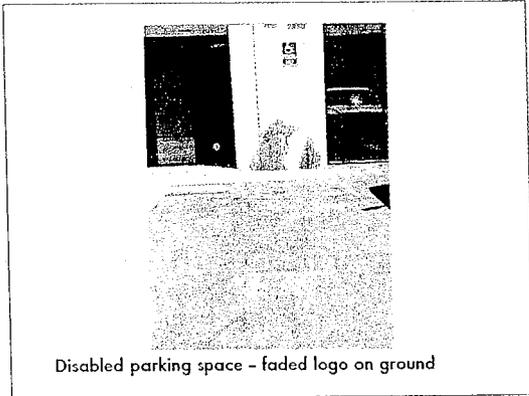


Stairs to second floor

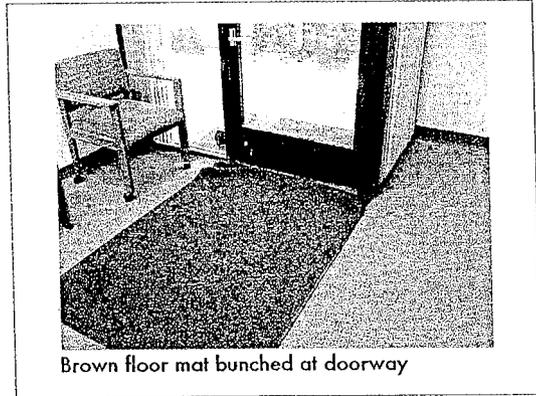
Fleet Maintenance (Dubois St, 1995)



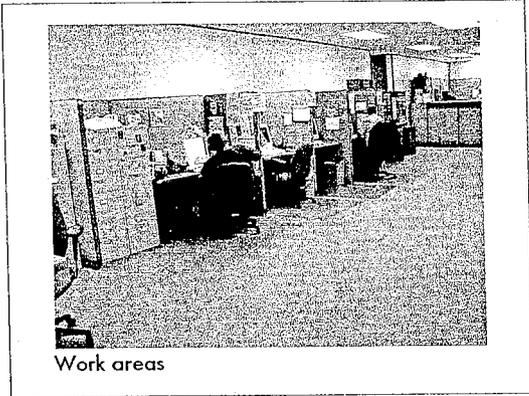
Paracruz Office (Soquel, 2004)



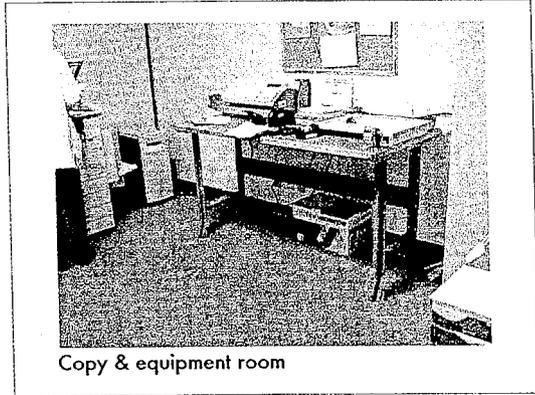
Disabled parking space - faded logo on ground



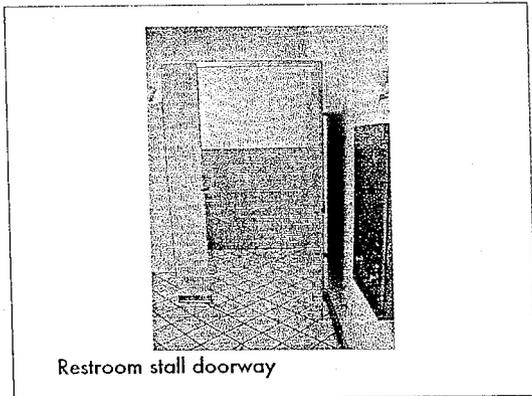
Brown floor mat bunched at doorway



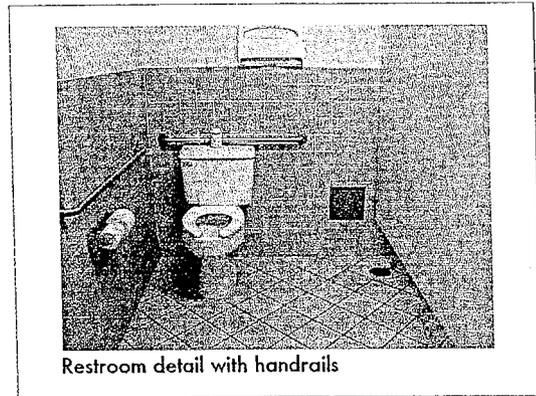
Work areas



Copy & equipment room

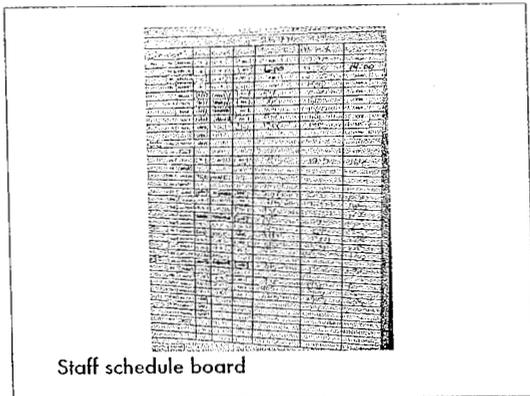
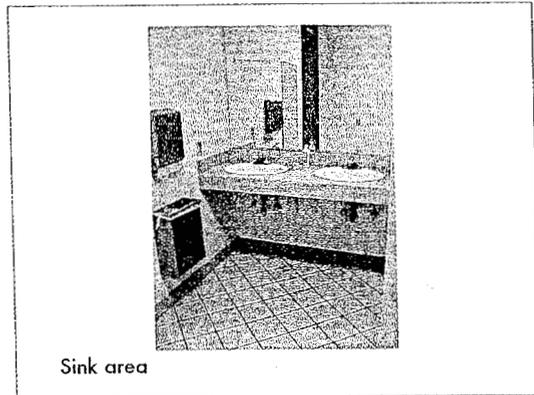
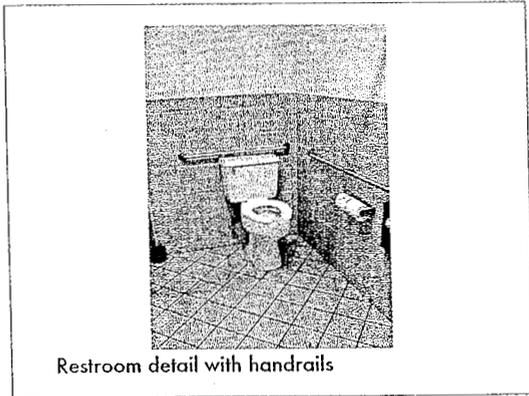


Restroom stall doorway

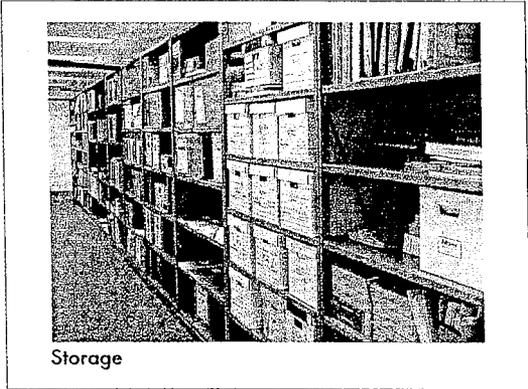
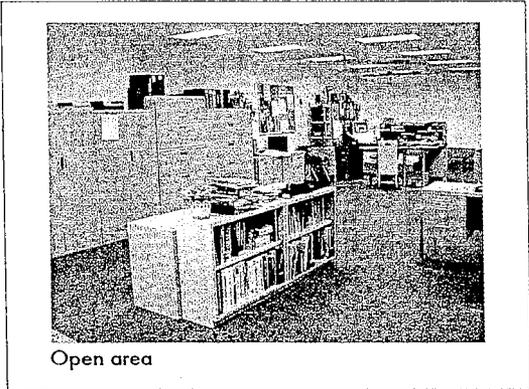
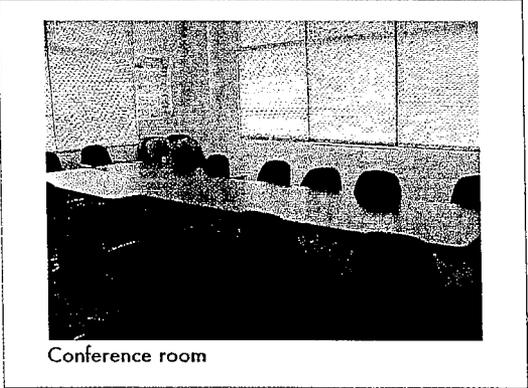
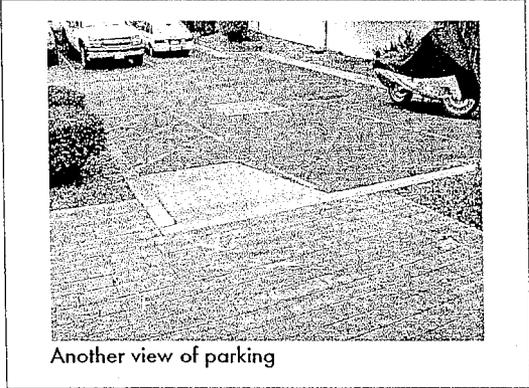
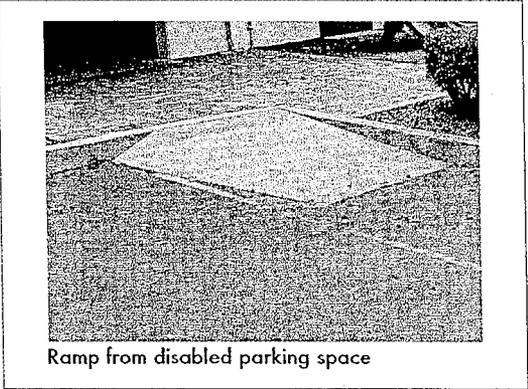


Restroom detail with handrails

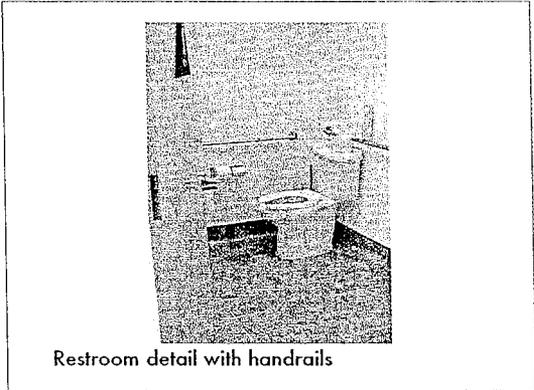
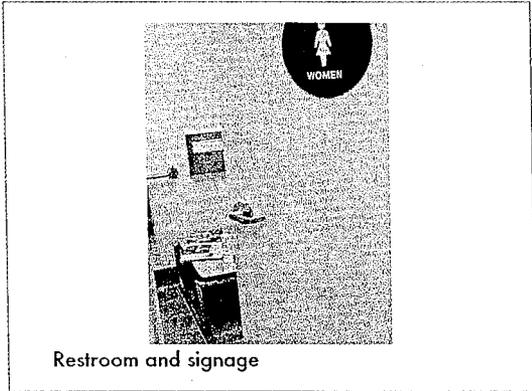
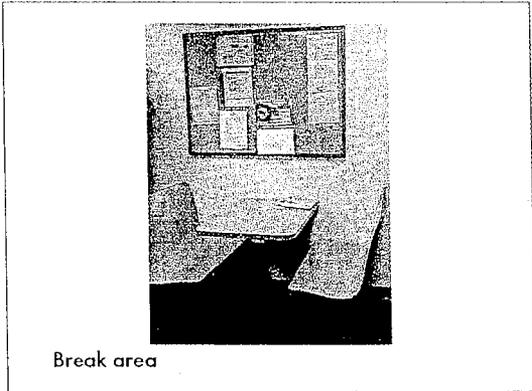
Paracruz Office (Soquel, 2004)



Fleet Administration & Offices (Vernon St, 2005)

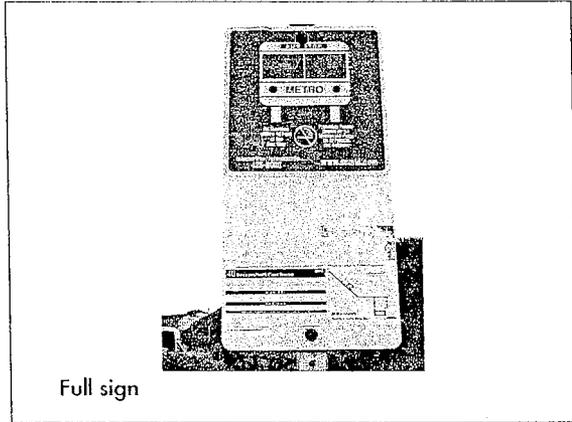


Fleet Administration & Offices (Vernon St, 2005)

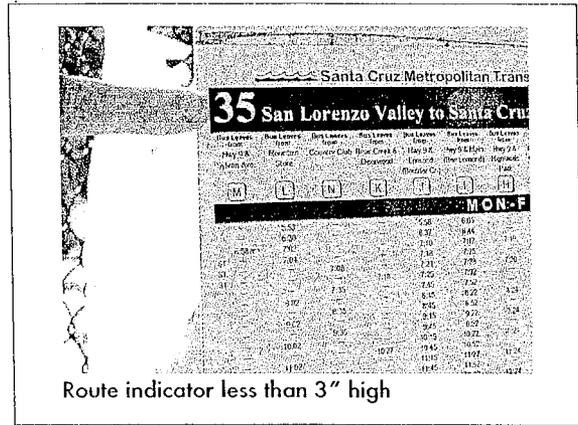


8.070

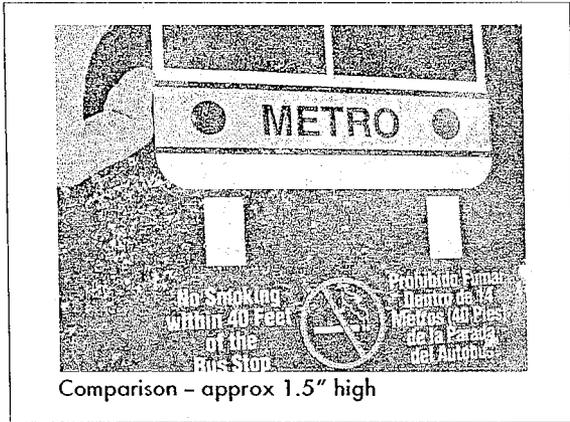
Bus Stop Signs



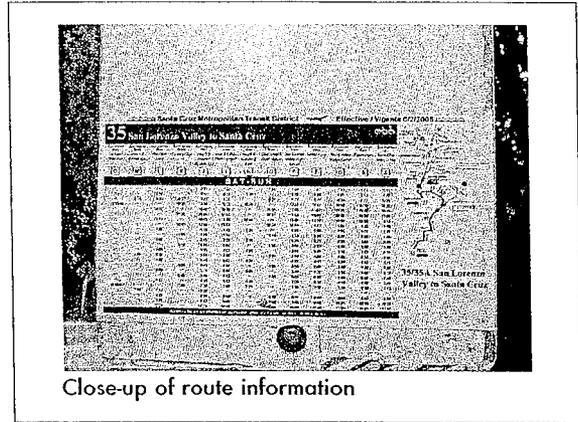
Full sign



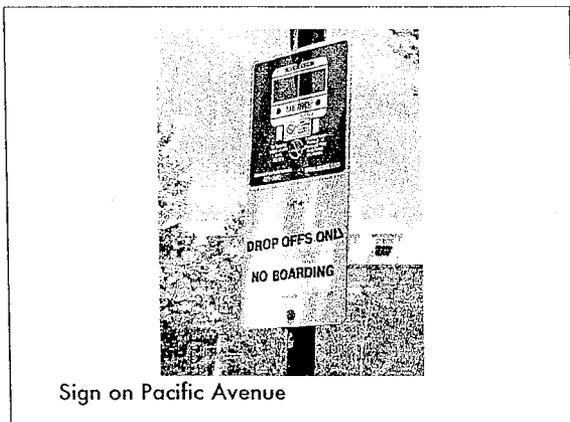
Route indicator less than 3" high



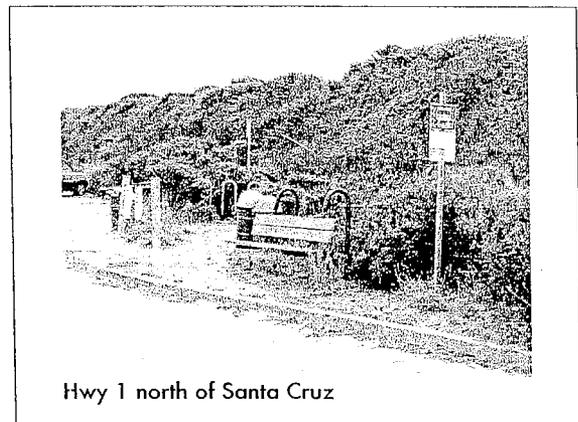
Comparison - approx 1.5" high



Close-up of route information



Sign on Pacific Avenue

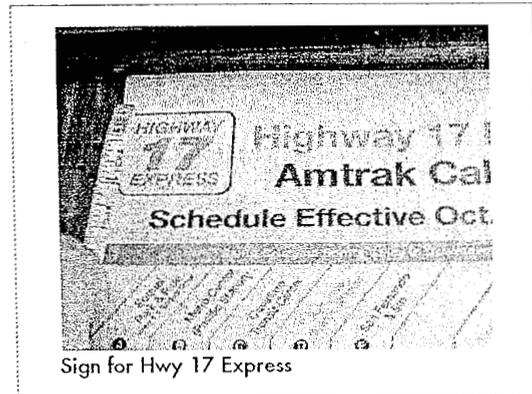


Hwy 1 north of Santa Cruz

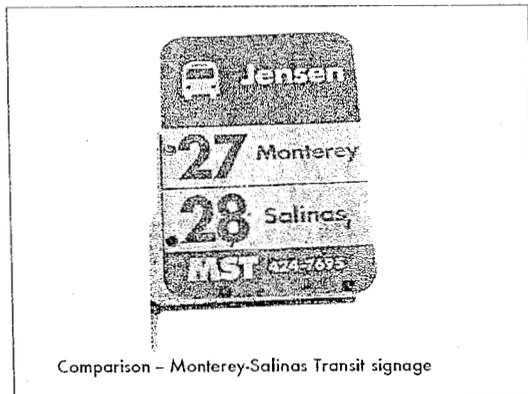
Bus Stop Signs



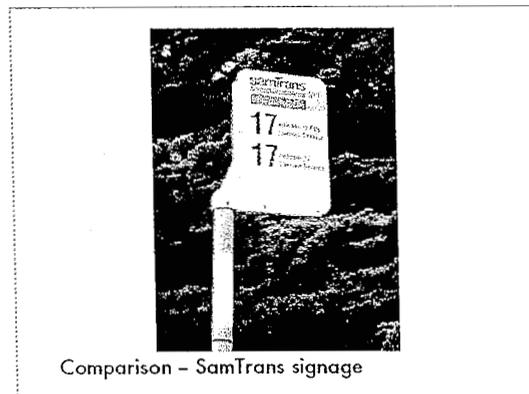
Amtrak sign at Cavallaro



Sign for Hwy 17 Express



Comparison - Monterey-Salinas Transit signage



Comparison - SamTrans signage

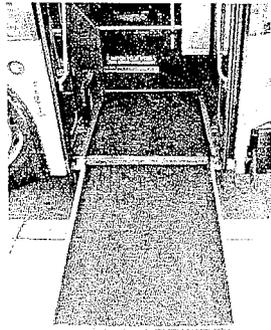
Low Floor Buses, Watsonville



Ramp viewed from side



Ramp deployed



Ramp at entry

Buses at Night - Interior Lights



Lights on



Lights off



Lights on



Lights off



Lights on



Lights off



Student team members July 2006

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Regulation Number: AR-1002

Computer Title: adacmplt.doc

Effective Date: August 1992

Pages: 10

TITLE: ADA Complaint Procedure

Procedure History

REVISION DATE	SUMMARY OF REVISION	APPROVED
September 7, 1995	Revise format without content change	General Manager (SG)
January 28, 2002	Change of Address only	General Manager (LW)
December 13, 2002	Revise complaint procedure, replaces regulation	Board Chair (SA)
January 24, 2003	Revision to change date of program evaluation	Board Chair (ER)
December 16, 2005	Revision to extend program evaluation deadline	Board Chair (MK)
January 12, 2007	Revision to extend program evaluation deadline	Board Chair (MR)
July 27, 2007	Revision to extend program evaluation deadline	Board Chair (MT)
October 26, 2007	Revision to extend program evaluation deadline	Board Chair <i>cutty</i>

I. POLICY

- 1.01 It is the policy of the Santa Cruz Metropolitan Transit District (hereinafter Santa Cruz METRO) that all its services, programs, and activities when viewed in their entirety, are readily accessible in accordance with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973 (hereinafter ADA/504).
- 1.02 It is the policy of the Santa Cruz METRO that in accordance with ADA/504, no qualified individual with a disability shall, on the basis of disability be excluded from participation in or be denied the benefits of the services, programs, or activities of Santa Cruz METRO or be subjected to discrimination. A qualified individual with a disability shall be afforded an opportunity to participate in or benefit from the aid, benefit or service that is equal to and as effective as that afforded to others.
- 1.03 Santa Cruz METRO is adopting this policy in order to affirm its commitment to the ADA/504 statutes and regulations with regard to its services, programs, and activities.
- 1.04 Neither Santa Cruz METRO nor its employees or contractors shall retaliate, coerce, intimidate, threaten or interfere with any individual in the exercise of his/her rights pursuant to ADA/504 statutes and regulations or because that individual aided or encouraged any other individual in the exercise or enjoyment of any right granted or protected by the ADA/504 statutes and regulations.

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

- 1.05 Neither Santa Cruz METRO nor its employees or contractors shall discriminate against any individual because that individual has opposed any act or practice made unlawful by the ADA/504 statutes or regulations or because that individual made a charge, testified, assisted, or participated in any manner in an investigation, proceeding or hearing under the ADA/504 statutes or regulations.

II. APPLICABILITY

- 2.01 Every Santa Cruz METRO employee and contractor must adhere to this policy and procedures.
- 2.02 Following this policy and procedures does not relieve a Santa Cruz METRO employee or contractor of complying with applicable Federal and California laws and regulations.
- 2.03 Members of the public may utilize this policy and procedures.

III. DESIGNATION OF RESPONSIBLE EMPLOYEE, COMMUNICATION AND AUXILIARY AIDS

- 3.01 The General Manager or his/her designee shall coordinate Santa Cruz METRO's efforts to comply with and carry out its responsibilities pursuant to the ADA/504, including any investigation of any complaint alleging Santa Cruz METRO's noncompliance with the ADA/504 or actions on the part of Santa Cruz METRO that are prohibited by the ADA/504.
- 3.02 The General Manager or his/her designee shall ensure that all Santa Cruz METRO's services, programs, and activities when viewed in their entirety, are readily accessible to those individuals with disabilities as defined in the ADA/504 statutes and regulations.
- 3.03 Should an employee become aware that a Santa Cruz METRO service, program, or activity is out of compliance with the ADA/504, he/she is strongly encouraged to immediately inform his/her supervisor, manager, the General Manager or the Chair of the Board of Directors of the noncompliance. Upon receipt of such notification, the investigative procedure set forth in Section VI shall be followed.
- 3.04 The General Manager or his/her designee shall make information available to individuals including individuals with disabilities, concerning Santa Cruz Metro's duties under the ADA/504 and how the ADA/504 applies to Santa Cruz METRO's services, programs and activities.
- 3.05 The General Manager or his/her designee shall take steps to ensure that Santa Cruz METRO can effectively communicate with individuals with disabilities (including applicants, participants and members of the public) as it does with others. Auxiliary aids and services where necessary to afford an individual with a disability an equal

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

opportunity to participate in and enjoy the benefits of a service, program or activity conducted by Santa Cruz METRO shall be provided in accordance with the ADA/504 statutes and regulations. In determining the type of auxiliary aid and service necessary, Santa Cruz METRO will give primary consideration to the requests of the individual with disabilities.

- 3.06 The General Manager or his/her designee shall ensure that when Santa Cruz METRO employees communicate with individuals with impaired hearing or speech by telephone that telecommunication devices for the deaf or equally effective telecommunications systems are in place in accordance with ADA/504.
- 3.07 The General Manager or his/her designee shall ensure that interested persons including persons with impaired vision or hearing can obtain information as to the existence and location of accessible services, activities and facilities in accordance with ADA/504.
- 3.08 Santa Cruz METRO shall provide signage at all inaccessible entrances to each of its facilities, directing users to an accessible entrance or to a location at which they can obtain information about accessible facilities. The international symbol for accessibility shall be used at each accessible entrance of a facility.
- 3.09 The General Manager or his/her designee shall ensure that information concerning Santa Cruz METRO's services, programs and activities are made available to individuals with disabilities.
- 3.10 The General Manager or his/her designee shall utilize appropriate Santa Cruz Metro employees or consultants necessary to fulfill Santa Cruz METRO responsibilities pursuant to this policy/procedure.
- 3.11 The General Manager or his/her designee shall ensure that Santa Cruz Metro employees are trained on this policy/procedure in order to ensure compliance.

IV. TRANSPORTATION SERVICE

- 4.01 Neither Santa Cruz METRO nor its employees will discriminate against an individual with a disability in connection with the provision of transportation service.
- 4.02 Neither Santa Cruz METRO nor its employees will on the basis of disability, deny to any individual with a disability the opportunity to use its public transportation service if the individual is capable of using that service.
- 4.03 The General Manager or his/her designee shall ensure that its public transportation service meets the standards and requirements set forth in the ADA/504 statutes and regulations.

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

V. EVALUATION OF SERVICES, PROGRAMS AND ACTIVITIES

- 5.01 The General Manager or his/her designee shall within 62 months of the implementation of this policy conduct an evaluation of Santa Cruz METRO's current services, programs, and activities and the effects thereof, that may or may not meet the requirements of the ADA/504 statutes and regulations.
- 5.02 The General Manager or his/her designee shall review the Santa Cruz METRO's services, programs and activities and prepare an evaluation report for the Board of Directors' review.
- 5.03 The General Manager or his/her designee shall provide an opportunity to interested persons, including MASTF, individuals with disabilities and other organizations representing individuals with disabilities, to participate in the self-evaluation process by submitting comments, to a draft evaluation report.
- 5.04 The Evaluation Report for the Board of Directors shall include the following:
1. A list of the interested persons consulted;
 2. A description of areas examined and any problems identified;
 3. If problems are identified, a description of the proposed modification; and
 4. An implementation schedule to ensure that the modifications are made in a timely fashion.
- 5.05 Once the Board of Directors has accepted the Evaluation Report, the General Manager or his/her designee shall ensure that the implementation schedule for the necessary modifications is followed in accordance with the adopted schedule.
- 5.06 Upon completion of the modifications, the General Manager or his/her designee shall on a 24 month cycle review all services, programs, and activities of the Santa Cruz METRO in order to ensure that they meet ADA/504 statutes and regulations.
- 5.07 This policy/procedure does not require Santa Cruz METRO to take any action that it can demonstrate would result in a fundamental alteration in the nature of its service, program, or activity or in undue financial and administrative burdens. The General Manager or his/her designee shall make the decision that compliance would result in such alteration or burdens after considering all resources available for use in the funding and operation of the service, program, or activity and such decision must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, Santa Cruz METRO shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that, to the maximum extent possible, individuals with disabilities receive the benefits or services provided by the Santa Cruz METRO.

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

VI. GRIEVANCE PROCEDURE

6.01 Any person with a disability or his/her authorized representative (family member, caregiver, disability advocate, or disability organization, i.e. Central Coast Center for Independent Living, Community Bridges, Senior Network Services, or the like) who believes that Santa Cruz METRO's programs, activities or services are not in compliance with the ADA/504 statutes or regulations shall put his/her concerns in writing, with the complainant signing the document to attest to the accuracy of the complaint (if possible)¹. The complaint can then be directed to any of the following individuals who are required to keep the information contained in the complaint confidential:

1. Santa Cruz METRO
370 Encinal Street, Suite 100
Santa Cruz, California 95060
Attention: General Manager/Assistant General Manager
(831) 426-6080-phone (TDD 711 (TTY/Voice))
(831) 426-6117-facsimile
mdorfman@scmtd.com

2. Santa Cruz Metro Center
920 Pacific Avenue, Suite 21
Santa Cruz, California 95060
Attention: Accessible Services Coordinator
(831) 423-3868-phone (TDD 711 (TTY/Voice))
(831) 423-1024-facsimile
jdaugher@scmtd.com

3. Customer Service
Santa Cruz Metro Center
920 Pacific Avenue
Santa Cruz, CA 95060
Attention: Customer Services Coordinator
(831) 425-8600-phone (TDD 711 (TTY/Voice))
(831) 423-1024-facsimile
dcaales@scmtd.com

6.02 If an individual is unable to utilize a written complaint format, because of a disability, he/she may contact Santa Cruz Metro's Claims Investigator at (831) 426-6080 extension 120, who will tape record the conversation with the individual's knowledge and consent. The individual making the complaint must identify himself/herself (for verification purposes only) and provide all other necessary information in order for the complaint to be processed. The complaint will be mailed to the individual for verification and

¹ Representative may sign on behalf of a complainant whose disabilities prevent him/her from being able to execute the document.

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signature (if possible). The complaint will not be processed until the complaint is received back by Santa Cruz Metro, signed by the individual or, if unable because of a disability to sign the form, by the representative, as verification of its accuracy.

- 6.03 The complaint shall identify the service, program or activity, which is alleged to be out of compliance with ADA/504 statutes or regulations. The complaint shall set forth the time, date, place and the circumstances giving rise to the alleged violation and shall identify those individuals who are believed to have information regarding the alleged violation. . A complaint must be filed no later than 90 days from the date of the alleged discrimination unless the time for filing is extended by the General Manager or his/her designee for good cause.
- 6.04 A complaint form², which is attached to this policy and procedure, can be used for this grievance procedure. Complaint forms shall be made available in accessible formats upon request. A complaint form can be obtained under the following circumstances:
- a. At the Santa Cruz METRO Website, www.scmttd.com;
 - b. By calling Santa Cruz METRO's Administrative Services Coordinator at (831) 426-6080, (TDD 711 (TTY/ voice)) a complaint form can be mailed;
 - c. By calling Santa Cruz METRO's Accessible Services Coordinator at (831) 423-3868, (TDD 711 (TTY/voice)) a complaint form can be mailed;
 - d. Complaint forms can be picked up at the Information Windows/Booths/Counters at each of Santa Cruz METRO's Centers (Santa Cruz, Watsonville and Scotts Valley), the Administrative Offices, 370 Encinal, Suite 100, Santa Cruz, California 95060 or from the Accessible Services Coordinator, Santa Cruz Metro Center, 920 Front Street, Suite 21, Santa Cruz, California, 95060.
- 6.05 If the complaint is received by anyone besides the General Manager, the individual in receipt of the complaint shall forward it to the General Manager or his/her designee within 2 working days of receipt. The General Manager shall immediately provide a copy to the Chair of the Board of Directors and the Santa Cruz METRO Manager who is responsible for the program, service or activity that is identified as being out of compliance.
- 6.06 The identity of complainants shall be kept confidential, at their election, during the conduct of an investigation, hearing or proceeding conducted pursuant to this grievance procedure. However, when such confidentiality is likely to hinder the grievance investigation, or proceeding, the complainant will be advised for the purpose of waiving the privilege.

² The form is not required to process a complaint. Any written format is acceptable or tape recording as provided in Section 6.02.

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

- 6.07 The Santa Cruz METRO Manager who is responsible for the program, service or activity that is alleged to be out of compliance shall promptly investigate the alleged complaint and shall prepare a written response within 10 working days of his/her receipt of the complaint. The Manager may consult with appropriate Santa Cruz METRO staff in the preparation of his/her response to the complaint.
- 6.08 The General Manager or his/her designee shall then speak (meeting or telephone conversation) with the complainant, at which time the complainant may give written or oral evidence supporting the allegation that provisions of the ADA/504 have been violated. The General Manager shall review and consider the response prepared by the Manager identified in Section 6.07, all the information provided by the complainant and any other evidence available regarding the allegations in the complaint. The General Manager shall prepare a written report of his/her findings and if corrective action is required a timetable for the completion of such action.
- 6.09 Within 15 working days following receipt of the initial complaint, the General Manager shall inform the complainant of his/her findings and any corrective action to be taken as a result of the complaint together with the timetable for completion of such action.
- 6.10 If the complainant is not satisfied with the findings and/or action of the General Manager or his/her designee, then the complainant may file his/her complaint together with any other supporting documentation within 5 working days of his/her receipt of the results of the General Manager's investigation, with the Chair of the Board of Directors by providing it to the Administrative Services Coordinator, 370 Encinal Street, Suite 100, Santa Cruz, CA, 95060. The Chair of the Board of Directors upon review of the entire file, shall take appropriate action in order to insure ADA/504 compliance. The Complainant shall be notified of what actions, if any, will be taken as a result of the review by the Chair within 10 working days of the Chair's notification that the complainant is not satisfied with the results of the general manager's investigation.
- 6.11 The timelines applicable to this procedure may be waived by the general manager if he/she finds that there is good cause for a waiver.
- 6.12 Santa Cruz METRO shall retain documents arising out of the grievance procedure for at least three (3) years and the General Manager or his/her designee shall maintain relevant information in a database in a confidential manner.
- 6.13 Participation in this Grievance Procedure is voluntary. Nothing contained herein shall preclude a complainant from taking any other appropriate legal or administrative action against Santa Cruz Metro, should its programs, services or activities be out of compliance with the ADA/504.

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COMPLAINT FORM (FOR AMERICANS WITH DISABILITIES ACT (ADA) REHABILITATION ACT OF 1973 (504) COMPLAINTS)

Please indicate by checking the box, if you wish to have your identity kept confidential

Name of Complainant: _____

Address of Complainant: _____

Telephone Number: _____

E-mail Address: * _____

Date of Complaint: _____

Date of Violation: _____

Time of Violation: _____

Place of Violation: _____

Bus Number:** _____

Bus Route:** _____

General physical description of bus operator** _____

Identify service, program or activity out of ADA/504 compliance: _____

Summary of violation: (attach additional sheets as necessary) _____

Identify individuals by name and address that have information relating to the violation:

Signature of Complainant/Representative

Date

*Optional

** if applicable

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GRIEVANCE PROCEDURE

1. Return completed Grievance form within 90 days of the alleged violation to any of the following:

1. Santa Cruz METRO 370 Encinal Street, Suite 100 Santa Cruz, CA 95060 Attention: General Manager /Assistant General Manager (831) 426-6080-phone (TDD 711 (TTY/Voice)) (831) 426-6117-facsimile mdorfman@scmtd.com	2. Santa Cruz Metro Center 920 Pacific Avenue, Suite 21 Santa Cruz, CA 95060 Attn: Accessible Services Coordinator (831) 423-3868-phone (TDD 711 (TTY/Voice)) (831) 423-1024-facsimile jdaugher@scmtd.com	3. Customer Service Coordinator Santa Cruz Metro Center 920 Pacific Avenue Santa Cruz, CA 95060 Attn: Customer Services (831) 425-8600-phone (TDD 711 (TTY/Voice)) (831)423-1024-facsimile dcaales@scmtd.com
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2. The General Manager/designee shall conduct an investigation into the alleged violation. The complainant may be contacted during the course of the investigation;
3. The General Manager/designee shall notify the complainant of the results of the investigation within 15 working days;
4. If the Complainant is not satisfied with the response from the General Manager/designee, the complainant may file the complaint together with any supporting documentation with the Chair of the Board of Directors by providing it to the Administrative Services Coordinator, 370 Encinal Street, Suite 100, Santa Cruz, California 95060 within 5 working days of receipt of the response from the General Manager/designee; and
5. The Chair shall have 10 working days to review the complaint and the investigation and report prepared by the General Manager/designee and to determine if any additional action needs to occur to ensure compliance with the ADA/504.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

NOTICE UNDER THE AMERICANS WITH DISABILITIES ACT

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), and Section 504 of the Rehabilitation Act of 1973 (504) the Santa Cruz Metropolitan Transit District (Santa Cruz METRO) will not discriminate against qualified individuals with disabilities on the basis of disability in the Santa Cruz METRO's services, programs, or activities. Santa Cruz Metro will not tolerate acts of retaliation against anyone exercising his/her rights under the ADA/504.

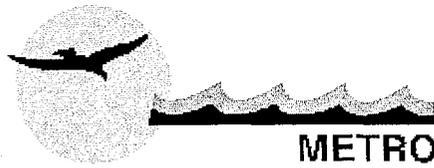
Santa Cruz METRO does not discriminate on the basis of disability in its hiring or employment practices. Santa Cruz METRO will not ask a job applicant about the existence, nature, or severity of a disability. Applicants may be asked about their ability to perform specific job functions. Medical examinations or inquiries may be made, but only after a conditional offer of employment is made and only if required of all applicants for the position. Santa Cruz METRO will make reasonable accommodations for the known physical or mental limitations of a qualified applicant or employee with a disability upon request unless the accommodation would cause an undue hardship on the operation of Santa Cruz METRO's business. Santa Cruz METRO will make an individualized assessment of whether a qualified individual with a disability meets selection criteria for employment decisions. To the extent its selection criteria for employment decisions have the effect of disqualifying an individual because of disability, those criteria will be job-related and consistent with business necessity.

Santa Cruz METRO will provide transportation services in accordance with the ADA/504 statutes and regulations. Santa Cruz METRO will provide appropriate auxiliary aids and services, including qualified sign language interpreters and assistive listening devices, whenever necessary to ensure effective communication with members of the public who have hearing, sight, or speech impediments, unless to do so would result in a fundamental alteration of its programs or an undue administrative or financial burden. A person who requires an accommodation or an auxiliary aid or service to participate in a Santa Cruz METRO program, service, or activity, should contact Dale Carr, Administrative Services Coordinator, at (831) 426-6080 (TDD 711 (TTY/voice)) for assistance as far in advance as possible but not later than 48 hours before the scheduled event.

Santa Cruz METRO will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy.

In order to satisfy itself that it is meeting its obligations under the ADA/504, Santa Cruz METRO has established a grievance procedure for persons with disability who allege that METRO's services, programs or activities are out of compliance. Should you wish a complaint form, to file a grievance or if you have questions or concerns regarding METRO's compliance with the Americans with Disabilities Act or Section 504 of the Rehabilitation Act of 1973 please contact Leslie White, General Manager, at (831) 426-6080 (TDD 711 (TTY/voice)).

8.610



Recommendations	Responses	Transition Plan
A. Public Facilities		
1. Update signage at entrances, except for Encinal facility.	METRO will implement the following: 1. At any inaccessible entrance a decal will direct user to accessible entrance; and 2. International symbol for accessibility will identify each accessible entrance.	Tasks Completed 1. Done-inaccessible entryways, direct users to accessible entrances; and 2. Done-all accessible entrances are identified with accessible decals.
B. MetroCenter, opened 1984		
1. Update signage re: Service animals	METRO staff will update signage re service animals.	METRO staff is investigating service animal signage. Anticipate installation at all METRO facilities by June 2008.
2. Affix mats more firmly to the floor.	METRO staff determined that there was no practical way to secure mats safely.	Mats removed. Metal fiber mats (Pedimats) at each entryway were replaced.
3. Require vendors to maintain clear travel paths and access.	METRO staff will notify vendors of requirement and conduct inspections to insure compliance.	Letters of notification sent to vendors in May 2008. (See attached letter) First inspection scheduled for June 17, 2008.
4. Improve color contrast for outside areas of travel.	Color demarcations and sidewalks and street areas have been identified as faded.	METRO staff will repaint outdoor area within 6 months of BOD's adoption of Transition Plan. Anticipated completion November 2008.
5. Insure that protective tree grades are flush with walkways.	METRO staff agrees to implement plan of action to insure that grades do not become safety hazard.	METRO staff will implement maintenance inspection plan to determine if and when grades need to be corrected and/or replaced (See attached monthly facilities' inspection sheets).
C. Capitola Mall Transit Center, leased since 1987		
1. Continue to work with Capitola Mall and public jurisdictions to improve and maintain safe access.	METRO staff appreciate the need to improve and maintain paths of travel for METRO passengers.	METRO staff will continue to work with the Mall and Public Jurisdictions to improve and maintain safe access.
2. Consider reduced-glare materials for future shelter construction.	The most recently installed Bus Shelters have perforated backs and sides to reduce glare.	METRO staff will continue to use reduced glare materials on construction of bus shelters.
D. Watsonville Transit Center, opened 1995		
1. Working with City regarding safety and access of adjacent public areas.	METRO staff is scheduling a meeting with Pat Piras to identify the specific issues that need correcting. METRO staff will	METRO staff will continue to work with the Mall and Public Jurisdictions to improve and maintain safe access.

8.c1



Recommendations

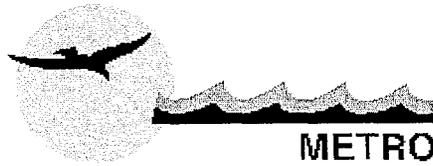
Responses

Transition Plan

	also lower route information for better accessibility.	
2. Require vendors to maintain clear travel paths and access.	METRO staff will notify vendors of requirement and conduct inspections to insure compliance.	Letters of notification sent to vendors in May 2008. (Letter attached) First inspection scheduled for June 17, 2008.
3. Improve color contrast for outside areas of travel.	Color demarcations and sidewalks and street areas have been identified as faded.	METRO staff will repaint outdoor area within 6 months of BOD's adoption of Action Plan. Anticipated completion November 2008.
4. Keep foliage trimmed to avoid obstructing route signage.	METRO staff will inspect premises to insure Center foliage is kept trimmed and does not create a problem of access.	METRO staff will institute regular maintenance program to insure that foliage remains trimmed to avoid obstruction of signage.
E. Cavallaro Transit Center (Scotts Valley), opened 1998		
1. Monitor use and safety of parking spaces used by persons with disabilities.	METRO staff does not believe that the cited issue is a safety concern as the Center was designed and constructed to be in compliance with the ADA and California state laws. However, METRO staff will monitor use and safety of parking spaces used by persons with disabilities.	Transit Supervisors will monitor use and safety of parking spaces. Six months from BOD's adoption of transition plan; METRO staff will review these reports as well as bus operator occurrence reports to determine if there is a safety issue.
2. Repair accessible flush toilet.	METRO staff agreed that toilet needed to be repaired.	Item repaired in February 2008.
F. Administration Building (Encinal Street), leased since 1999		
1. Work with site ownership to relocate disabled parking closer to building entrance and out of path of traffic.	METRO staff agrees parking spaces need striping.	Owner has agreed to reseal and re-stripe parking lot and will relocate the correct disabled parking location at that time.
2. Affix mats more firmly to the floor.	METRO staff determined that there was no practical way to secure mats safely.	Mats removed.
G. Current METRO Employee Facilities¹:		
1. Improve signage for disabled parking spaces.	METRO staff will review facilities and determine needs of each.	All new construction sites will be striped in accordance with federal and state law. Current

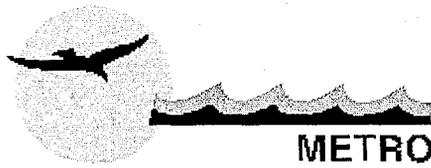
¹ Minor Maintenance Facility (Golf Club Drive), Operations Building, Fleet Maintenance Facility, ParaCruz Office, Fleet Administration & Office (Vernon St.).

8.c2



Recommendations	Responses	Transition Plan
		facility will be striped within 6 months of adoption of transition plan.
2. Affix mats more firmly to the floor.	METRO staff determined that there was no practical way to secure mats safely.	Mats removed.
3. Be attentive to potential needs for accessibility improvements to restrooms.	METRO staff will be attentive to necessary accessibility improvements.	METRO's new facility will be designed and maintained to meet or exceed all federal and state accessibility standards.
4. When "permanent rooms and spaces" are designated by signs, there should be equivalent Braille indications.	METRO staff is investigating issue.	Will incorporate into new construction as required by federal and state laws.
H. Administrative/Operational Issues:		
1. Website should be updated for content, with improved contrasts and clarity of topics.	METRO staff agrees with recommendation.	Funds have been budgeted to update website in FY/09. RFP will be issued in FY08 & contract will be let & work completed in FY09. Maintenance & oversight will be assigned to IT Department.
2. METRO's "ADA Coordinator" should be more clearly identified for public communication and/or correspondence.	METRO's ADA/504 Regulation identifies the General Manager or his/her designee as ADA Coordinator.	General Manager will issue annual notice to employees, the public & relevant agencies that will identify ADA Coordinator.
3. Human Resources "Job Descriptions" for operators (both fixed route and paratransit) should specify minimum qualifications required to assist passengers in mobility devices (e.g., currently 600 pounds when occupied, possibly more in the future), including up vehicle ramps in areas without curbs.	METRO staff agrees with recommendation.	Due to the press of business, modifications to job descriptions will take a lengthy period of time particularly as it entails meet & confer requirements with UTU. Anticipate completion June 2009.
4. More information should be more readily available on how/where to obtain large-print or Braille versions of <i>Headways</i> .	METRO staff is investigating manner and means to accomplish this goal.	Information is in <i>Headways</i> re how to obtain large print <i>Headways</i> and there is a posting at Information Booth on how to obtain large print <i>Headways</i> .
5. Provisions should be added to lease contracts at transit centers (e.g., vendors & kiosk) that require "accessible path of travel" and reasonable	Currently leases require Tenant compliance with federal, state & local laws. Legal Department will review the Lease Agreement language and make necessary	Action has been taken. The Lease Agreements now contain the following language: 20.1.17 Requirement of

8.c3



Recommendations

Responses

Transition Plan

<p>accommodation for their customers (under Title III) to vendors' responsibilities.</p>	<p>provisions to include the language recommended.</p>	<p><u>Vendors to provide accessible path of travel and reasonable accommodation for customers</u></p> <p>Tenant shall comply with the provisions of Title III of the Americans With Disabilities Act, pertaining to the requirement of providing an "accessible path of travel" and "reasonable accommodations" to their customers.</p>
<p>6. Signage for passenger facilities should be up-to-date (e.g., references to service animals rather than guide dogs) and consistent across all facilities.</p>	<p>METRO staff agrees with recommendation</p>	<p>Signage is being ordered and will be placed at appropriate facilities upon receipt.</p>

8.c4

May 29, 2008

Transit Center Tenant
920 Pacific Avenue
Santa Cruz, CA 95060

Re: ADA/504 Requirements for Accessibility

Dear METRO tenant:

Please be advised that Santa Cruz METRO has received a review and evaluation of its programs, activities, services and facilities from Pat Piras Consulting, pursuant to the Americans with Disabilities Act and the Rehabilitation Act of 1974 (504).

Pursuant to the report's recommendations, METRO must require its vendors located at METRO's facilities to maintain a clear travel path and access to and through your business.

This letter is meant to inform and notify you that METRO will be inspecting all businesses at METRO's Transit Centers to ensure compliance with this requirement of federal law to maintain a clear travel path and access in and through the space that you lease from METRO. Additionally, business operators should be mindful of the need to assist customers with disabilities who may be unable to obtain items, which are located out of their reach.

On June 17, 2008, the first inspection will take place. Please ensure that your business is in compliance with these requirements.

Thank you for your anticipated cooperation in this matter.

Very truly yours,

Margaret Gallagher
District Counsel

MG/rjd
Encl.

cc: Leslie White, General Manager
Tom Stickel, Maintenance Manager

8.c5

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 APPRECIATION FOR THE SERVICES OF
WALLY BRONDSTATTER AS ACTING PARATRANSIT
ADMINISTRATOR FOR THE
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT**

WHEREAS, the Santa Cruz Metropolitan Transit District was formed to provide public transportation to all of the residents of Santa Cruz County, and

WHEREAS, the provision of public transportation service requires a competent, dedicated workforce, and

WHEREAS, the Santa Cruz Metropolitan Transit District, requiring a Manager with expertise and dedication appointed Wally Brondstatter to serve in the positions of Coach Operator, ParaCruz Superintendent, and Acting Paratransit Administrator, and

WHEREAS, Wally Brondstatter served the Santa Cruz Metropolitan Transit District for the time period of February 25, 1980 though June 30, 2008, and

WHEREAS, Wally Brondstatter provided the Santa Cruz Metropolitan Transit District with dedicated service and commitment during the time of his employment, and

WHEREAS, Wally Brondstatter served the Santa Cruz Metropolitan Transit District with distinction, and

WHEREAS, the skill and service provided to the residents of Santa Cruz County by Wally Brondstatter resulted in reliable, comprehensive public transportation services being available to bus passengers during the most difficult of times, and

WHEREAS, during the time that Wally Brondstatter served the Santa Cruz Metropolitan Transit District, his commitment and dedication resulted in METRO establishing a sound foundation in assuming direct responsibility for the operation of the ParaCruz service, as well as providing leadership and support in expanding service, developing new facilities, purchasing new equipment, improving ridership, responding to the challenges of the Loma Prieta Earthquake, responding to adverse economic conditions, and assuming direct operational responsibility for the Highway 17 Express service and the Amtrak Connector service, and

WHEREAS, the quality of life in Santa Cruz County was improved as a result of the leadership, commitment, and service provided by Wally Brondstatter.

NOW, THEREFORE, BE IT RESOLVED, that upon his retirement as the Acting Paratransit Administrator, the Board of Directors of the Santa Cruz Metropolitan Transit District

9.1

does hereby commend Wally Brondstatter for his efforts in advancing public transit service in Santa Cruz County and expresses sincere appreciation on behalf of itself, Santa Cruz Metropolitan Transit District staff and all of the residents of Santa Cruz County.

BE IT FURTHER RESOLVED, that a copy of this resolution be presented to Wally Brondstatter, and that a copy of this resolution be entered into the official records of the Santa Cruz Metropolitan Transit District.

PASSED AND ADOPTED this 27th day of June 2008, by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

APPROVED _____

JANET K. BEAUTZ
Chairperson

ATTEST _____

LESLIE R. WHITE
General Manager

APPROVED AS TO FORM:

MARGARET GALLAGHER
District Counsel

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 APPRECIATION FOR THE SERVICES OF
ALBERTO C. BARRAGAN AS BUS OPERATOR
FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT**

WHEREAS, the Santa Cruz Metropolitan Transit District was formed to provide public transportation to all of the residents of Santa Cruz County, and

WHEREAS, the provision of public transportation service requires a competent, dedicated workforce, and

WHEREAS, the Santa Cruz Metropolitan Transit District, requiring an employee with expertise and dedication appointed Alberto C. Barragan to serve in the position of Bus Operator, and

WHEREAS, Alberto C. Barragan served as a member of the Operations Department of the Santa Cruz Metropolitan Transit District for the time period of February 6, 1989 to May 31, 2008, and

WHEREAS, Alberto C. Barragan provided the Santa Cruz Metropolitan Transit District with dedicated service and commitment during the time of employment, and

WHEREAS, Alberto C. Barragan served the Santa Cruz Metropolitan Transit District with distinction, and

WHEREAS, the service provided to the residents of Santa Cruz County by Alberto C. Barragan resulted in reliable, quality public transportation being available in the most difficult of times, and

WHEREAS, during the time of Alberto C. Barragan's service, METRO expanded service, developed new operating facilities, purchased new equipment, developed accessible bus stops, opened new transit centers, improved ridership, responded to the challenges of the Loma Prieta Earthquake, responded to adverse economic conditions, assumed direct operational responsibility for the Highway 17 Express service and the Amtrak Connector service, and assumed direct operational responsibility for the ParaCruz service, and

WHEREAS, the quality of life in Santa Cruz County was improved dramatically as a result of the exemplary service provided by Alberto C. Barragan.

NOW, THEREFORE, BE IT RESOLVED, that upon his retirement as Bus Operator, the Board of Directors of the Santa Cruz Metropolitan Transit District does hereby commend Alberto C. Barragan for efforts in advancing public transit service in Santa Cruz County and expresses sincere appreciation on behalf of itself, Santa Cruz Metropolitan Transit District staff and all of the residents of Santa Cruz County.

BE IT FURTHER RESOLVED, that a copy of this resolution will be presented to Alberto C. Barragan, and that a copy of this resolution be entered into the official records of the Santa Cruz Metropolitan Transit District.

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PASSED AND ADOPTED this 27th day of June 2008 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

APPROVED _____

JAN BEAUTZ
Board Chair

ATTEST _____

LESLIE R. WHITE
General Manager

APPROVED AS TO FORM:

MARGARET GALLAGHER
District Counsel

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: June 27, 2008
TO: Board of Directors
FROM: Mark Dorfman, Assistant General Manager
SUBJECT: CONSIDERATION OF AN INCREASE IN RATES FOR ADVERTISING ON METRO BUSES

I. RECOMMENDED ACTION

District staff is recommending that the Board of Directors the increases as shown on the attached exhibit for the rates for advertising on METRO Buses.

II. SUMMARY OF ISSUES

- After the cancellation of the Bus Advertising contract with an outside vendor, METRO was approached by Comcast with a request to do Bus Advertising.
- Staff explored an alternative of a joint advertising program with Monterey Salinas Transit (MST), but ultimately established an in-house program in June of 2004.
- Since that time, the Assistant General Manager has absorbed the bus advertising program.
- The initial intent of the program was to offer very low rates to try and sell as much space as possible, and then gradually to gradually increase the rates.
- Up until recently, METRO has been able to sell King size ads to national advertisers, and has been able to sell Tail ads to local businesses. Queen size ads have been not been in much demand.
- In 2006, Advertising rates were increased 15% for the Kings, 10% for the Tails, and no changes for the Queens.
- Recently MST has greatly increased their King ads to bring them more in line with other transit agencies.
- Currently, with decreased spending available for bus advertising, sale of King ads is currently down significantly over prior years.
- Staff is recommending that our rates for King ads be increased to match those at MST, and to increase Tail and Queen ads by 5%.

III. DISCUSSION

At one time, METRO had been using an outside contractor for its Bus Advertising program. After the contract with Obie Media ended, a new contract was awarded to Princeton Media. They were never able to meet the requirements of the contract and it was terminated. At that

time, METRO was considering the development of a joint program with Monterey Salinas Transit (MST) where one individual would market advertising on both systems. METRO was approached by Comcast requesting rates for a large purchase of advertising signs. Staff then put together an in-house program to directly sell bus advertising in June of 2004. Since then, the program has been managed by the Assistant General Manager.

When the rates were established, they were set to be low enough to sell space, with the intent being to raise the rates as the program matured. Attachment A shows the advertising rates that are currently in effect.

Bus Advertising is available in three sizes –

- ✦ King Size Displays – 30” x 144”
- ✦ Queen Size Displays – 30” x 88”
- ✦ Tail Size Displays – 21” x 72”

Up until this year, Metro has been able to sell the King Size Display Ads to national advertisers. They have been willing to pay whatever the rates are, as they are interested in our market. This year, with the downturn in the economy, we have seen a cutback in national advertising rates. MST recently conducted a pricing review on their rates and they significantly raised the rates that they charge for King sized ads. METRO has been priced very reasonably, and staff is recommending that the rates be increased for King sized ads to match those at MST. National advertisers, when they are buying ads, will pay the rate for the market they are buying. When the economy picks up, our rates will be set to maximize revenues.

Tail Sized Display Ads are usually purchased by local firms, and they are the second most popular signs that we sell. There have been times during this past year that we have been sold out and have had to turn away business. Staff is recommending that we increase these ads by 5% so as to realize some additional revenue from the ads currently in place.

Queen Size Display Ads have proven to be the hardest to sell, but there were a few larger sales this year. As a result, staff is recommending that the Queens sized ads also be increased by 5%, to keep them competitive with the other rates. The charts below summarize the price increases that are being recommended.

CURRENT

Type of Display	12 Month Rate	6 Month Rate	3 Month Rate	1 Month Rate
King	173	201	242	299
Queen	120	145	180	230
Tail	116	138	171	226

PROPOSED

Type of Display	12 Month Rate	6 Month Rate	3 Month Rate	1 Month Rate
King	297	315	330	350
Queen	126	152	189	242
Tail	122	145	180	237

Bus Advertising rates were last adjusted in July of 2006. As was done in the past, staff will work with those existing advertisers to give them an opportunity to renew their existing contracts at the old rates, if they renew before the new rates go into effect.

It is therefore recommended that the Board of Directors approve the Bus Advertising Rates as shown in Attachment B.

IV. FINANCIAL CONSIDERATIONS

The rate increase proposed will allow METRO to continue to develop the Bus Advertising Program as a viable source of revenue at the time the economy improves.

V. ATTACHMENTS

Attachment A: Existing Bus Advertising Rates

Attachment B: MST Bus Advertising Rates

Attachment C: Proposed Bus Advertising Rates



Santa Cruz METRO Bus Advertising Rates

(effective July 31, 2006)

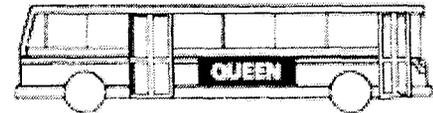
King Size Displays
30" x 144"



BUS ADVERTISING RATES PER MONTH

Showing	# of Buses	1 Month	3 Months	6 Months	12 Months
#100	80	\$23,920	\$19,360	\$16,080	\$13,840
#50	40	\$11,960	\$9,680	\$8,040	\$6,920
#25	20	\$5,980	\$4,840	\$4,020	\$3,460
Per Unit	1	\$ 299	\$ 242	\$ 201	\$ 173

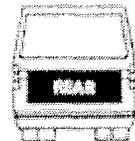
Queen Size Displays
30" x 88"



BUS ADVERTISING RATES PER MONTH

Showing	# of Buses	1 Month	3 Months	6 Months	12 Months
#100	80	\$18,400	\$14,400	\$11,600	\$ 9,600
#50	40	\$ 9,200	\$ 7,200	\$ 5,800	\$ 4,800
#25	20	\$ 4,600	\$ 3,600	\$ 2,900	\$ 2,400
Per Unit	1	\$ 230	\$ 180	\$ 145	\$ 120

Tail Displays
21" x 72"



BUS ADVERTISING RATES PER MONTH

Showing	# of Buses	1 Month	3 Months	6 Months	12 Months
#100	80	\$18,080	\$13,680	\$11,040	\$9,280
#50	40	\$9,040	\$6,840	\$5,520	\$4,640
#25	20	\$4,520	\$3,420	\$2,760	\$2,320
Per Unit	1	\$ 226	\$ 171	\$ 138	\$ 116

MOUNTING COSTS

King	\$75 per sign
Queen	\$50 per sign
Tail	\$35 per sign

Advertising Rates

Ad Rate Chart

1 MONTH	RATE
King (30" x 144")	\$350
Queen (30" x 88")	\$180
Tall (21" x 72")	\$155
Shelter (68" x 47")	\$400

3 MONTHS	RATE PER MONTH
King (30" x 144")	\$330
Queen (30" x 88")	\$171
Tall (21" x 72")	\$147
Shelter (68" x 47")	\$377

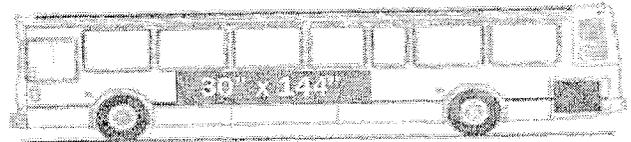
6 MONTHS	RATE PER MONTH
King (30" x 144")	\$315
Queen (30" x 88")	\$162
Tall (21" x 72")	\$139
Shelter (68" x 47")	\$360

12 MONTHS	RATE PER MONTH
King (30" x 144")	\$297
Queen (30" x 88")	\$153
Tall (21" x 72")	\$132
Shelter (68" x 47")	\$339

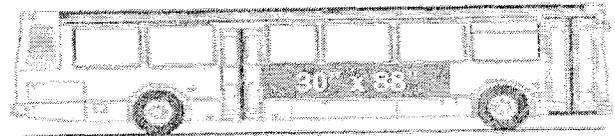
Ad Rates

Rates are per ad, per month net. Production and mounting costs include labor and materials, and will be quoted at the time of contract. Please refer to www.mst.org for current pricing. To reserve advertising space or confirm space availability, call MST's Marketing & Sales Specialist, at (831) 393-8115.

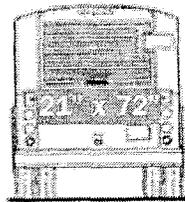
KING
STREET SIDE



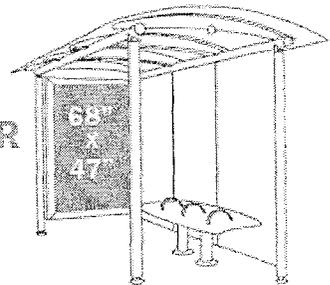
QUEEN
CURB SIDE



TAIL
BACK



SHELTER



Interior Car Card Rate Chart

Car Cards are 11" Tall x 17" Wide

QUANTITY	1 MONTH	3 MONTHS	6 MONTHS	12 MONTHS
10 Cards	\$12.00 (per card)	\$11.75 (per card)	\$11.50 (per card)	\$11.00 (per card)
11-20 Cards	\$11.00 (per card)	\$10.75 (per card)	\$10.50 (per card)	\$10.00 (per card)
21+ Cards	\$10.00 (per card)	\$9.75 (per card)	\$9.50 (per card)	\$9.00 (per card)





Santa Cruz METRO
Bus Advertising Rates
 (effective August 1, 2008)

King Size Displays
30" x 144"



BUS ADVERTISING RATES PER MONTH

Showing	# of Buses	1 Month	3 Months	6 Months	12 Months
#100	80	\$28,000	\$26,400	\$25,200	\$23,760
#50	40	\$14,000	\$13,200	\$12,600	\$11,880
#25	20	\$ 7,000	\$ 6,600	\$ 6,300	\$ 5,940
Per Unit	1	\$ 350	\$ 330	\$ 315	\$ 297

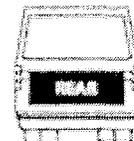
Queen Size Displays
30" x 88"



BUS ADVERTISING RATES PER MONTH

Showing	# of Buses	1 Month	3 Months	6 Months	12 Months
#100	80	\$19,360	\$15,120	\$12,160	\$10,080
#50	40	\$ 9,680	\$ 7,560	\$ 6,080	\$ 5,040
#25	20	\$ 4,840	\$ 3,780	\$ 3,040	\$ 2,520
Per Unit	1	\$ 242	\$ 189	\$ 152	\$ 126

Tail Displays
21" x 72"



BUS ADVERTISING RATES PER MONTH

Showing	# of Buses	1 Month	3 Months	6 Months	12 Months
#100	80	\$18,960	\$14,400	\$11,600	\$9,760
#50	40	\$9,480	\$7,200	\$5,800	\$4,880
#25	20	\$4,740	\$3,600	\$2,900	\$2,440
Per Unit	1	\$ 237	\$ 180	\$ 145	\$ 122

MOUNTING COSTS

King	\$75 per sign
Queen	\$50 per sign
Tail	\$35 per sign

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: June 13, 2008

TO: Board of Directors

FROM: Mark J. Dorfman, Assistant General Manager

SUBJECT: CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE THE GOOGLE TRANSIT AGREEMENT WITH GOOGLE IN ORDER FOR SANTA CRUZ METRO TO PARTICIPATE IN THE GOOGLE TRIP PLANNING PROGRAM

ACTION REQUESTED AT THE JUNE 13, 2008 BOARD MEETING

I. RECOMMENDED ACTION

Authorize the General Manager to execute the Google Transit Agreement with Google in order for Santa Cruz METRO to participate in the Google Transit Trip Planning Program.

II. SUMMARY OF ISSUES

- Google has developed transit trip planning software that allows people to schedule transit trips.
- In order for the service to operate, it is necessary for transit agencies to supply schedule data in a format approved by Google.
- As part of this program, it is necessary for METRO to sign the Google Transit Agreement.
- METRO staff has been working on getting METRO data into a format that can be used by Google.

III. DISCUSSION

Google Maps has offered trip planning by automobile as one of their baseline products. In the past year they unveiled Google Transit, as a "Laboratory Project" that would allow transit users to plan their trips. At the time it was released, METRO staff looked into what would be required to go live with Google Transit. Since METRO did not have the data in the required format, and Google Transit was a "Laboratory Project", meaning that they could abandon it at any time, it did not seem to be a worthwhile expenditure of staff time if Google could pull the plug on the project at any time.

Last October, Google announced that Google Transit would be a supported project and they encouraged transit agencies to provide the necessary data to make the program function. The intent of the program is to offer users requesting automobile routing an option for taking the trip by transit. In addition, they will provide a comparison of the costs by car with that of taking the bus. Currently, there are 42 transit systems that are providing this data to Google.

Staff devoted the resources to convert METRO data into the Google Transit standard. METRO staff has been beta testing various trips in Google Transit, and for the most part it is providing useful trip planning. Unfortunately, there are instances where the recommended trips are not optimal. Rather than wait for the next version of the Google software, staff is recommending that METRO go “live” with the data and allow METRO riders to use the software to plan trips. It would still be a work in progress, and we would place notification to our users that this software is Beta, and they should report unusual trips to us so that staff can work with Google to make refinements to their program.

In order for METRO to take this next step, it is necessary for METRO to execute the Google Transit Agreement. As one can imagine, this agreement is completely slanted in Google’s favor. The Google Transit Agreement is attached as Attachment A. Essentially METRO is granting to Google a perpetual worldwide and royalty-free right and license to use METRO scheduling data. The agreement is for a 24 month term and it will “automatically” renew for one year terms unless Google notifies METRO of intent to not renew at least 60 days prior to the end of the current term. The agreement also requires METRO to indemnify, defend, and hold harmless Google against certain specified third party claims. If METRO is to participate in the Google Transit program and join the other transit agencies, it is necessary for the General Manager to execute the Google Transit Agreement.

IV. FINANCIAL CONSIDERATIONS

It is estimated that the continuing costs to provide the necessary data to Google for the operation of the Google Transit Program will amount to about 10 hours of staff time per bid.

V. ATTACHMENTS

Attachment A: Google Transit Agreement



Google Transit: Agency Sign Up

[About Google Transit](#)

[Terms and Conditions](#)

Google is accepting data from public transportation agencies to include in Google Transit. If your agency is interested in participating in this program, please take a look at the sign up sheet below. A qualified representative from your agency needs to fill out the contact information below, read and accept our terms and conditions to initiate the data collection process. We will contact you shortly thereafter.

Contact Information

Name	<input type="text"/>
	You will be the signatory to the following agreement
Title	<input type="text"/>
Agency	<input type="text"/>
Address	<input type="text"/>
City	<input type="text"/>
State/Province	<input type="text"/>
Zip/Postal Code	<input type="text"/>
Country	Please select a country. <input type="text"/>
Phone	<input type="text"/>
Fax (optional)	<input type="text"/>
Email	<input type="text"/>

Google Transit Agreement

This Google Transit Agreement ("**Agreement**") is entered into by and between Google Inc. ("**Google**") with an address at 1600 Amphitheatre Parkway, Mountain View, CA, 94043 and the entity agreeing to the terms herein ("**Licensor**"). This Agreement will be effective as of the date you click the "I Agree" button below (the "**Effective Date**"). If you are accepting on behalf of your employer or another entity, you represent and warrant that you have full legal authority to bind your employer or such entity to these terms and conditions. If you don't have the legal authority to bind, please do not click the "Accept and Sign Up" button below.

1. LICENSED CONTENT.

1.1 License. Licensor hereby grants to Google a perpetual, worldwide and royalty-free right and license to (i) use, copy, distribute, store (electronically or otherwise), create derivative works based on, publicly perform (including but not limited to by digital audio transmission) and publicly display the data, materials and content provided to Google by Licensor during the Term of this Agreement, including, without limitation, all text, data, images, materials and other content related to schedules, pricing, location and general availability of public transportation, and any updates, refreshes, corrections and other modifications ("**Updates**") thereto provided to Google by Licensor ("**Licensed Materials**"), and (ii) allow end users who access or use Google Services ("**End Users**") to access and use the Licensed Materials through the Google Services. Licensor hereby grants to Google worldwide, non-exclusive, non-transferable, royalty-free right and license to use the various service marks, trademarks, company names, trade names, and logos ("**Licensor Marks**") in connection with the Licensed Materials in the Google Services during the Term of this Agreement. "**Google Services**" shall mean Google's products and services, including, without limitation, any products and services accessible through any Web site located at a Google-owned domain, including all sub-domains and directories thereof, and all successor sites thereto (the "**Google Sites**") and any Google syndication sites and services. Google may use consultants and other contractors in connection with the performance of obligations and exercise of rights under this Agreement, provided that such consultants and contractors will be subject to the same obligations as Google. The license granted hereunder may not be sublicensed by Google, except to its affiliates and its syndication partners in connection with their use of the Google Services.

1.2 Reservation of Licensor Rights. Except for the rights and licenses granted hereunder, as between the parties, Licensor retains any right, title and interest in and to the Licensed Materials and Licensor Marks in accordance with and subject to applicable law.

1.3 Reservation of Google Rights. Notwithstanding anything to the contrary, Licensor understands and agrees that nothing in this Agreement will prevent or restrict Google from using materials and content Google obtains from a source other than Licensor.

2. DELIVERY AND FORMAT OF LICENSED CONTENT

2.1 Delivery; Access. Within fourteen (14) days after the Effective Date (or upon such other date mutually agreed upon by the parties), Licensor will make the Licensed Materials available to Google in accordance to the format and specifications set forth in the Google's transit feed specifications as updated by Google from time to time, the current version of which is located at http://code.google.com/transit/spec/transit_feed_specification.htm or some other mutually agreeable format and specifications. Without limiting the foregoing, any such electronic format will enable Google to securely and efficiently access and download all such Licensed Materials in a format and manner mutually agreed upon by the parties.

2.2 Updates; Refreshes. Licensor shall provide Updates to the Licensed

Materials (the Updates together with the Licensed Materials, the **"Updated Licensed Materials"**) on a regular basis, and make the Updated Licensed Materials available to Google in the manner pursuant to Section 2.1 hereof. Licensor shall ensure that the Updates and the Updated Licensed Materials made available to Google hereunder will be the same as and are as current as the corresponding data, materials and content that Licensor (or the entities originating the Updates and the Updated Licensed Materials in the event that Licensor is an aggregator of licensed materials provided by other entities) makes available to its users and for its operations and procedures.

2.3 Display. The rights granted to Google herein include the right to display the Licensed Materials on Google Services, Google Sites and Google syndication partner sites, as determined by Google in its sole discretion; provided that, notwithstanding anything to the contrary, nothing in this Agreement obligates Google to make available to End Users any or all of the Licensed Materials. Google will have the sole right to determine the placement and location of the selected Licensed Materials through the Google Services. For the sake of clarity, Google retains sole discretion with respect to the look and feel, display and operation of the Google Services. In consideration of the rights granted hereunder, Google may elect to display branding and attribution of Licensor (or the entities originating the Licensed Materials in the event that Licensor is an aggregator of licensed materials provided by other entities) on its Google Services. This Agreement does not affect any right that either party would have had, or shall have, independent of the Agreement including but not limited to rights under the U.S. Copyright Act or analogous laws in other jurisdictions.

3. WARRANTIES AND DISCLAIMER. Each party represents and warrants that it has full power and authority to enter into the Agreement. Licensor represents and warrants that: (a) the Licensed Materials and Licensor Marks do not infringe any third party patent, trademark or copyright or misappropriate any trade secret or violate any right of privacy or right of publicity or other legal right of any person; (b) Licensor has obtained and will maintain throughout the Term all rights, authorizations and licenses, if any, that are required in order for it to grant the rights and licenses granted hereunder and for Google to use the Licensed Materials and Licensor Marks as permitted herein; and (c) the Licensed Materials provided to Google will not contain any viruses, worms, Trojan horses or other similar harmful components. In the event that Licensor is an aggregator of licensed materials provided by other entities, Licensor also represents and warrants that it has the full power and authority or has entered into agreements to ensure that the originating entities of the Licensed Materials comply with the applicable provisions of this Agreement, including, without limitation, the confidentiality obligations set forth in Section 6. Except as expressly provided for herein, NEITHER PARTY MAKES ANY OTHER WARRANTY OF ANY KIND, WHETHER EXPRESS, IMPLIED, STATUTORY OR OTHERWISE, INCLUDING WITHOUT LIMITATION WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR USE AND NONINFRINGEMENT.

4. INDEMNIFICATION. To the extent permitted by law, Licensor will indemnify, defend and hold harmless Google, its affiliates, contractors,

licensees, and syndication partners, and any of their respective officers, directors, employees and agents, from and against any third party claim based upon or otherwise arising out of: (a) a claim alleging facts that would constitute a breach of Licensor's representations, warranties or obligations hereunder, or (b) Google's authorized use of any Licensed Materials. Google will: (i) promptly notify Licensor of such claim, (ii) provide Licensor with reasonable information, assistance and cooperation in defending the lawsuit or proceeding, and (iii) give Licensor full control and sole authority over the defense and settlement of such claim, subject to Google's approval of any such settlement, which approval will not be unreasonably withheld or delayed.

5. LIMITATION OF LIABILITY EXCEPT FOR (A) LICENSOR'S INDEMNIFICATION OBLIGATIONS UNDER SECTION 4, AND (B) BREACHES OF CONFIDENTIALITY UNDER SECTION 6, (I) NEITHER PARTY WILL BE LIABLE FOR ANY INDIRECT, SPECIAL, INCIDENTAL, CONSEQUENTIAL, EXEMPLARY OR PUNITIVE DAMAGES, INCLUDING BUT NOT LIMITED TO DAMAGES FOR LOST DATA, LOST PROFITS, LOST REVENUE OR COSTS OF PROCUREMENT OF SUBSTITUTE GOODS OR SERVICES, HOWEVER CAUSED AND UNDER ANY THEORY OF LIABILITY, INCLUDING BUT NOT LIMITED TO CONTRACT OR TORT (INCLUDING PRODUCTS LIABILITY, STRICT LIABILITY AND NEGLIGENCE), AND WHETHER OR NOT SUCH PARTY WAS OR SHOULD HAVE BEEN AWARE OR ADVISED OF THE POSSIBILITY OF SUCH DAMAGE AND NOTWITHSTANDING THE FAILURE OF ESSENTIAL PURPOSE OF ANY LIMITED REMEDY STATED HEREIN, AND (II) IN NO EVENT SHALL EITHER PARTY'S LIABILITY FOR ANY CLAIM ARISING OUT OF THIS AGREEMENT EXCEED ONE THOUSAND DOLLARS (\$1,000). The parties agree that (i) the mutual agreements made in this Section reflect a reasonable allocation of risk, and (ii) that each party would not enter into the Agreement without these limitations on liability.

6. CONFIDENTIALITY; PR. In connection with performance of its obligations hereunder, a party (the "**Discloser**") may disclose to the other party certain information it considers confidential and/or proprietary ("**Confidential Information**") to the other party (the "**Recipient**") including, but not limited to, tangible, intangible, visual, electronic, present, or future information such as: (a) trade secrets; (b) financial information, including pricing; (c) technical information, including research, development, procedures, algorithms, data, designs, and know-how; (d) business information, including operations, planning, marketing interests, and products; and (e) the terms of this Agreement and the discussions, negotiations and proposals related thereto. The Recipient will only have a duty to protect Confidential Information disclosed to it by the Discloser: (1) if it is clearly and conspicuously marked as "confidential" or with a similar designation; (2) if it is identified by the Discloser as confidential and/or proprietary before, during, or promptly after presentation or communication; or (3) if it is disclosed in a manner in which the Discloser reasonably communicated, or the Recipient should reasonably have understood under the circumstances that the disclosure should be treated as confidential, whether or not the specific designation "confidential" or any similar designation is used. Recipient shall not disclose or cause to be disclosed any Confidential

Information of Discloser, except to those employees, agents, representatives, or contractors of the parties who require access to the Confidential Information to perform under this Agreement ("**Authorized Personnel**") and who are bound by written agreement not to disclose third-party confidential or proprietary information disclosed to Recipient, or as such disclosure may be required by law or governmental regulation. Furthermore, Recipient agrees to be responsible for any act and/or omission of any Authorized Personnel in breach of this Section. Recipient shall protect the Confidential Information of Discloser by using the same degree of care, but no less than a reasonable degree of care, that it uses to protect its own confidential information of a like nature to prevent its unauthorized use, dissemination or publication to any unauthorized third parties. A party's Confidential Information shall not include information that: (i) is or becomes publicly available through no act or omission of Recipient; (ii) was in the Recipient's lawful possession prior to the disclosure and was not obtained by Recipient either directly or indirectly from the Discloser; (iii) is lawfully disclosed to the Recipient by a third party without restriction on Recipient's disclosure, and where Recipient was not aware that the information was the confidential information of Discloser; or (iv) is independently developed by the Recipient without violation of this Agreement. Recipient may disclose Confidential Information solely as needed to comply with a court order, subpoena, or other government demand (provided that Recipient first notifies Discloser and gives Discloser the opportunity to challenge such court order, subpoena, or government demand). Each party acknowledges that damages for improper disclosure of Confidential Information may be irreparable; therefore, the injured party is entitled to seek equitable relief, including temporary restraining order(s) or preliminary or permanent injunction, in addition to all other remedies, for any violation or threatened violation of this Section. A Recipient's duty to protect Confidential Information expires five (5) years from the date of disclosure. Neither party will issue any public announcement regarding this Agreement without the other party's prior written approval. Notwithstanding the foregoing, Google may include the Licensor's marks, names and logos in presentations, marketing materials, and customer lists (which includes, without limitation, customer lists posted on Google's Sites and screen shots of Licensor's implementation of the Services). Upon Licensor's request, Google will furnish Licensor with a sample of such usage.

7. TERM AND TERMINATION.

7.1 Term. Unless terminated earlier in accordance with this Agreement, this Agreement will begin on the Effective Date and expire twenty-four (24) months thereafter (the "**Initial Term**") and will automatically renew for additional one (1) year terms unless Google notifies Licensor of its intent to not renew at least sixty (60) days prior to the end of the then current term (the Initial Term and all such renewal terms, collectively, the "**Term**").

7.2 Termination. Either party may terminate this Agreement: (a) immediately upon written notice to the other party if (1) the other party files a petition for bankruptcy, becomes insolvent, or makes an assignment for the benefit of its creditors, or a receiver is appointed for the other party or its business, or (2) the other party breaches Section 6 of this Agreement (Confidentiality); or (b) if the other party materially

breaches any material term or condition of this Agreement and fails to cure such breach within thirty (30) days after receiving written notice thereof. Google may terminate this Agreement immediately upon written notice to Licensor if Licensor breaches its representations and warranties in Section 3 of this Agreement (Warranties and Disclaimer). Google may terminate this Agreement upon seven (7) days' prior written notice to Licensor if Google determines that the quality and/or integrity of the Licensed Materials is inaccurate, outdated or otherwise not consistent with Google's standards of quality and integrity.

7.3 Effect of Termination, Expiration. Sections 1.2, 1.3, and 3 through 8 will survive any termination or expiration of this Agreement. For the sake of clarity, beyond any termination or expiration of this Agreement, nothing in this Agreement prohibits Google from using any data, information or other facts contained in the Licensed Content that has been independently verified.

8. MISCELLANEOUS. Each party will comply with all laws, rules and regulations, if any, applicable to it in connection the performance of its obligations under the Agreement. All notices will be in English and in writing and (a) if sent to Licensor to the address identified above and (b) if sent to Google to: Google Inc., Attn: Legal Department, 1600 Amphitheatre Parkway, Mountain View, CA 94043. Notice will be deemed given (i) upon receipt when delivered personally, (ii) upon written verification of receipt from overnight courier, (iii) upon verification of receipt of registered or certified mail or (iv) upon verification of receipt via facsimile, provided that such notice is also sent simultaneously via first class mail. Licensor will not assign or otherwise transfer its rights or delegate its obligations under the Agreement, in whole or in part, without the prior written consent of Google; and any attempt to do so will be null and void. The laws of California, excluding its choice of law rules, and applicable federal U.S. laws will govern the Agreement. Each party agrees to submit to the personal and exclusive jurisdiction of the courts located in Santa Clara County, California. The parties specifically exclude from application to the Agreement the United Nations Convention on Contracts for the International Sale of Goods and the Uniform Computer Information Transactions Act. The Agreement supersedes any other prior or collateral agreements, whether oral or written, with respect to the subject matter hereof. Any modifications to this Agreement must be made in a writing executed by authorized representatives of both parties, or by Licensor's online acceptance of updated terms, and must reference this Agreement. The failure to require performance of any provision will not affect a party's right to require performance at any time thereafter; nor will waiver of a breach of any provision constitute a waiver of the provision itself. If any provision is adjudged by a court of competent jurisdiction to be unenforceable, invalid or otherwise contrary to law, such provision will be interpreted so as to best accomplish its intended objectives and the remaining provisions will remain in full force and effect. The parties hereto are and will remain independent contractors and nothing herein will be deemed to create any agency, partnership, or joint venture relationship between the parties. Neither party will be deemed to be an employee or legal representative of the other nor will either party have any right or authority to create any obligation on behalf of the other party. Neither party will be liable for failing or delaying performance of its obligations (except for the payment of money) resulting from any condition beyond its

reasonable control, including but not limited to, governmental action, acts of terrorism, earthquake, fire, flood or other acts of God, labor conditions, power failures, and Internet disturbances. The Agreement is not intended to benefit, nor will it be deemed to give rise to, any rights in any third party. The Agreement will be binding on and inure to the benefit of each of the parties and their respective successors and assigns.

(Last revised April 17, 2007)

Accept Agreement

Note: If you are accepting on behalf of your employer or another entity, you represent and warrant that you have full legal authority to bind your employer or such entity to these terms and conditions. If you don't have the legal authority to bind, please do not click the "Accept and Sign Up" button below.

By checking this box, I have read and accept the above terms and conditions

Accept and Sign Up

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