

**AGENDA
SANTA CRUZ METRO BOARD OF DIRECTORS
REGULAR MEETING OF JANUARY 27, 2012
9:00 AM**



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

THE BOARD MEETING AGENDA PACKET CAN BE FOUND ONLINE AT WWW.SCMTD.COM AND IS AVAILABLE FOR INSPECTION AT SANTA CRUZ METRO'S ADMINISTRATIVE OFFICES LOCATED AT 110 VERNON STREET, SANTA CRUZ, CA

*Director Margarita Alejo, City of Watsonville
Director Hilary Bryant, City of Santa Cruz
Director Dene Bustichi, City of Scotts Valley
Director Daniel Dodge, City of Watsonville
Director Ron Graves, City of Capitola
Director Michelle Hinkle, County of Santa Cruz
Director Deborah Lane, County of Santa Cruz
Director John Leopold, County of Santa Cruz
Director Ellen Pirie, County of Santa Cruz
Director Lynn Robinson, City of Santa Cruz
Director Mark Stone, County of Santa Cruz
Ex-Officio Director Donna Blitzer, UC Santa Cruz*

*Leslie R. White, General Manager / Secretary of the Board
Margaret Gallagher, District Counsel*

**SANTA CRUZ CITY COUNCIL CHAMBERS
809 CENTER STREET
SANTA CRUZ, CALIFORNIA**

INTERPRETATION SERVICES / SERVICIOS DE TRADUCCIÓN

Spanish language translation is available on an as needed basis. Please make advance arrangements with Tony Tapiz, Administrative Services Coordinator at 831-426-6080. Traducción al español está disponible de forma según sea necesario. Por favor, hacer arreglos por adelantado con Tony Tapiz, Coordinador de Servicios Administrativos al numero 831-426-6080.

AMERICANS WITH DISABILITIES ACT

 *The City Council Chambers are located in an accessible facility. Any person who requires an accommodation or an auxiliary aid or service to participate in the meeting, or to access the agenda and the agenda packet, should contact Tony Tapiz, Administrative Services Coordinator, at 831-426-6080 as soon as possible in advance of the Board of Directors meeting. Hearing impaired individuals should call 711 for assistance in contacting Santa Cruz METRO regarding special requirements to participate in the Board meeting. For information regarding this agenda or interpretation services, please call Santa Cruz METRO at 831-426-6080.*

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**CITY COUNCIL CHAMBERS
809 CENTER STREET
SANTA CRUZ, CA**

9:00 A.M.

NOTE: THE BOARD CHAIR MAY TAKE ITEMS OUT OF ORDER

SECTION I: OPEN SESSION

1.0 ROLL CALL

2.0 ORAL ANNOUNCEMENT: AMY WEISS WILL BE AVAILABLE FOR SPANISH LANGUAGE INTERPRETATION DURING "ORAL COMMUNICATIONS" AND FOR ANY OTHER AGENDA ITEM FOR WHICH THESE SERVICES ARE NEEDED. TODAY'S MEETING IS BEING BROADCAST BY COMMUNITY TELEVISION OF SANTA CRUZ.

3.0 CONSIDERATION OF:

A. ELECTION OF DIRECTORS TO SERVE AS BOARD OFFICERS

B. APPOINTMENTS TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR 2012

Presented by: Leslie R. White, General Manager

4.0 ORAL AND WRITTEN COMMUNICATIONS

This time is set aside for Directors and members of the general public to address any item not on the Agenda which is within the subject matter jurisdiction of the Board. No action or discussion shall be taken on any item presented except that any Director may respond to statements made or questions asked, or may ask questions for clarification. All matters of an administrative nature will be referred to staff. All matters relating to Santa Cruz METRO will be noted in the minutes and may be scheduled for discussion at a future meeting or referred to staff for clarification and report. Any Director may place matters brought up under Oral and Written Communications on a future agenda. In accordance with District Resolution 69-2-1, speakers appearing at a Board meeting shall be limited to three minutes in his or her presentation, unless the Board Chair, at his or her discretion, permits further remarks to be made. Any person addressing the Board may submit written statements, petitions or other documents to complement his or her presentation. When addressing the Board, the individual may, but is not required to, provide his/her name and address in an audible tone for the record.

- | | |
|---------------------------------|--------------------------------|
| a. MARTHA PRECIADO-STODDARD | RE: PARACRUZ WILL-CALL RETURNS |
| b. LUKE HATFIELD/ARTHUR SHEMITZ | RE: GENDER-NEUTRAL RESTROOMS |
| c. MICHELLE WILLIAMS | RE: POETRY ON THE BUS |
| d. E&D TAC | RE: LETTER OF APPRECIATION |

5.0 LABOR ORGANIZATION COMMUNICATIONS

6.0 ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

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CONSENT AGENDA

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

- 6-1. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS FOR THE MONTH OF OCTOBER 2011**
Submitted by: Angela Aitken, Acting Asst. General Manager & Finance Manager
- 6-2. CONSIDERATION OF TORT CLAIMS: REJECT THE CLAIM OF RAYMOND EMME, CLAIM #12-0002**
Submitted by: Margaret Gallagher, District Counsel
- 6-3. ACCEPT AND FILE RIDERSHIP AND PERFORMANCE REPORT FOR NOVEMBER 2011**
Submitted by: Angela Aitken, Acting Asst. General Manager & Finance Manager
- 6-4. ACCEPT AND FILE PARACRUZ OPERATIONS STATUS REPORT FOR THE MONTH OF NOVEMBER 2011**
Submitted by: April Warnock, Paratransit Superintendent
- 6-5. ACCEPT AND FILE STATUS REPORT OF ACTIVE GRANTS AND SUBMITTED GRANT PROPOSALS FOR DECEMBER 2011**
Submitted by: Leslie R. White, General Manager
- 6-6. ACCEPT AND FILE STATUS REPORTS OF PROPOSED FEDERAL AND STATE LEGISLATION AND CURRENT LEGISLATIVE ISSUES**
Submitted by: Leslie R. White, General Manager
- 6-7. ACCEPT AND FILE ACCESSIBLE SERVICES REPORT FOR NOVEMBER 2011**
Submitted by: John A. Daugherty, Accessible Services Coordinator
- 6-8. ACCEPT AND FILE MINUTES OF NOVEMBER 2011 METRO ADVISORY COMMITTEE (MAC) MEETING AND MAC AGENDA FOR FEBRUARY 2012**
Submitted by: Sherri Escobedo, Administrative Assistant
- 6-9. ACCEPT AND FILE MINUTES REFLECTING VOTING RESULTS FROM APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR PREVIOUS MEETINGS**
Submitted by: Sherri Escobedo, Administrative Assistant

REGULAR AGENDA

- 7.0 PRESENTATION OF EMPLOYEE LONGEVITY AWARDS**
Presented by: Lynn Robinson, Board Chair
- 8.0 CONSIDERATION OF RESOLUTIONS OF APPRECIATION FOR THE SERVICES OF TERRY A. GALE AS IT MANAGER AND ROBERTO OJEDA AS MECHANIC III FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT**
Presented by: Lynn Robinson, Board Chair

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- 9.0 ACCEPT AND FILE UPDATE OF THE CONSTRUCTION, IMPROVEMENT AND REPAIR OF PROPOSED COUNTY-WIDE BUS STOPS USING \$500,000 IN STATE TRANSIT IMPROVEMENT PROGRAM FUNDS VIA THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION (SCCRTC)**
Presented by: Robert Cotter, Facilities and Fleet Maintenance Manager
- 10.0 CONSIDERATION OF PROPOSED SERVICE ENHANCEMENT PLAN FOR SPRING 2012**
Presented by: Leslie R. White, General Manager
- 11.0 CONSIDERATION OF WATSONVILLE TRANSIT CENTER LOBBY IMPROVEMENTS AND RECOGNITION OF WORK OF METRO FACILITIES MAINTENANCE STAFF**
Presented by: Leslie R. White, General Manager
- 12.0 CONSIDERATION OF THE TITLE VI COMPLIANCE REVIEW FINAL REPORT RECEIVED FROM THE FEDERAL TRANSIT ADMINISTRATION (FTA) OFFICE OF CIVIL RIGHTS**
Presented by: Margaret Gallagher, District Counsel
- 13.0 CONSIDERATION OF IMPLEMENTATION OF THE “POETRY IN MOTION” PROGRAM AND ITS COMPATIBILITY WITH METRO’S ADVERTISING POLICY**
Presented by: Margaret Gallagher, District Counsel
- 14.0 CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT AMENDMENT WITH OJO TECHNOLOGY TO INSTALL SECURITY SURVEILLANCE SYSTEMS AT REMAINING SANTA CRUZ METRO FACILITIES WITH A TOTAL NOT TO EXCEED \$700,000 AND EXTEND THE TERM OF THE CONTRACT**
Presented by: Ciro Aguirre, Operations Manager
- 15.0 ORAL ANNOUNCEMENT: THE NEXT REGULARLY SCHEDULED BOARD MEETING WILL BE HELD FRIDAY, FEBRUARY 10, 2012 AT 8:30 A.M. AT THE METRO ADMINISTRATIVE OFFICES LOCATED AT 110 VERNON STREET, IN SANTA CRUZ**
Presented by: Lynn Robinson, Board Chair
- 16.0 REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION:** District Counsel
- 17.0 ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION**

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SECTION II: CLOSED SESSION

1. CONFERENCE WITH LABOR NEGOTIATOR

(Pursuant to Government Code Section 54957.6)

a. Agency Negotiator: Les White, General Manager

1. Employee Organization: United Transportation Union (UTU), Local 23 Fixed Route
2. Employee Organization: United Transportation Union (UTU), Local 23 Paracruz
3. Employee Organization: Service Employees International Union (SEIU), Local 521

SECTION III: RECONVENE TO OPEN SESSION

18.0 REPORT OF CLOSED SESSION

19.0 ADJOURNMENT

ADJOURN TO THE NEXT REGULARLY SCHEDULED BOARD MEETING ON FRIDAY, FEBRUARY 10, 2012 AT 8:30 A.M. AT THE METRO ADMINISTRATIVE OFFICES LOCATED AT 110 VERNON STREET, SANTA CRUZ.

Pursuant to Section 54954.2(a)(1) of the Government Code of the State of California, this agenda was posted at least 72 hours in advance of the scheduled meeting at a public place freely accessible to the public 24 hours a day.

The agenda packet and materials related to an item on this Agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the Santa Cruz METRO Administrative Office (110 Vernon Street, Santa Cruz) during normal business hours. Such documents are also available on the Santa Cruz METRO website at www.scmted.com subject to staff's ability to post the document before the meeting.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: January 27, 2012

TO: Board of Directors

FROM: Leslie R. White, General Manager

SUBJECT: CONSIDERATION OF ELECTING DIRECTORS TO SERVE AS BOARD OFFICERS, ELECTION OF REPRESENTATIVES AND ALTERNATES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION.

I. RECOMMENDED ACTION

That the Board of Directors elect individuals to the positions Board Chair, Vice Chair, Representatives and Alternates for the Santa Cruz County Regional Transportation Commission.

II. SUMMARY OF ISSUES

- Article 6 of the METRO Bylaws provides that the Board of Directors shall annually elect individuals to the positions of Chair and Vice Chair.
- In order to maintain representation on the Santa Cruz County Regional Transportation Commission (SCCRTC) it is necessary that the Board of Directors elect individuals to the three positions and three alternate positions that are provided for METRO.
- On January 13, 2012 the Board of Directors nominated individuals to stand for election to the positions referenced in this Staff Report.
- Elections for the positions referenced in this Staff Report are scheduled to be held at the beginning of the January 27, 2012 Board of Directors meeting.

III. DISCUSSION

The terms of the officers and appointees of the Board of Directors in the positions of Chair, Vice Chair, and SCCRTC appointees expire in January 2012. The METRO Bylaws provide that the Board of Directors shall identify nominees to be considered for election to the positions herein referenced. On January 13, 2011 the Board of Directors nominated individuals for consideration for election to the offices referenced in this Staff Report.

Staff recommends that the Board of Directors elect members to the positions of Chair, Vice Chair, and SCCRTC appointees and alternates. In accordance with the METRO Bylaws, nominations remain open until the positions are filled through election. The election for the referenced positions is scheduled to be held on January 27, 2012.

IV. FINANCIAL CONSIDERATIONS

Funding support for the positions identified in this Staff Report is contained in the adopted METRO FY 2011/2012 Operating Budget.

V. ATTACHMENTS

Attachment A: List of individuals nominated by the Board of Directors January 13, 2012

Attachment A

Board Nominees January 13, 2012

Chair

Lynn Robinson

Vice Chair

Daniel Dodge

SCCRTC Representatives

Dene Bustichi
Ron Graves
Lynn Robinson

SCCRTC Alternates (in order)

Daniel Dodge
Hilary Bryant
Margarita Alejo
Michelle Hinkle
Deborah Lane

HCA Representative

None

HCA Alternate

None

Note: With exception of the SCCRTC Alternates, the Nominees are listed in alphabetical order.

RECEIVED

2012 JAN 23 AM 10 25

SANTA CRUZ METRO
ADMIN DEPARTMENT

January 16, 2012

The Board of Directors
Santa Cruz Metro Transit District
110 Vernon Street
Santa Cruz CA 95060

Dear Board Members:

On December 28th, 2011 my mother accompanied my aunt Tillie Enriquez to Dominican Hospital for a medical procedure. A ParaCruz ride (wheelchair, PCA) was scheduled to transport her to Dominican. Since we could not determine the length of time it would take for the procedure, a "will call" return trip was requested back to 535 Auto Center Drive, Watsonville.

At 11:58am I called Metro ParaCruz to activate her "will call" return trip home. My aunt waited 1 hour and 30 minutes before a van finally arrived at almost 1:30pm! **ONE HOUR AND 30 MINUTES!!** This was unreasonable and completely unacceptable! My aunt is a disabled senior and terminally ill. She is on a fixed income and if it were possible to get her *other* affordable and reliable transportation for her medical appointments it would have been done.

I reviewed page 11 of your "Metro ParaCruz Customer Guide (2007) Paratransit Plan of Santa Cruz Metropolitan Transit District's Americans with Disabilities Act (ADA) Complementary Paratransit Service" which states:

"Will-Call Returns

Please *schedule* your return trip times whenever possible. If you are taking a trip for an appointment and you do not know when you will be ready for a return trip, you may request a Will-Call return. You will need to call METRO ParaCruz at 425-4664 when you are ready to return. METRO ParaCruz will schedule a trip on the first available vehicle in your area. After a Will-Call return is activated, *you may have to wait up to an hour or longer* for the vehicle to arrive."

Questions:

- 1) Just **how long** does a passenger have to wait for "**longer**"? Two hours? Four hours?
- 2) What is the procedure when a "will call" is activated?
- 3) How many of your passengers have had to endure a wait time of an hour or **longer**?
- 4) How many passengers that do not have Personal Care Attendants wait an hour or **longer** after a medical procedure?

It would have been helpful if the reservationist had given the estimated time of "Will Call" arrival. I realize that this is not a specialized taxi service but I would suggest that you as members of the Santa Cruz Metro Board of Directors review your Paratransit Plan and determine a *reasonable* wait time for a "will call" return pickup. I would like responses to my questions and I look forward to hearing from you very soon.

Sincerely,



Martha Preciado-Stoddard
638 Palm Avenue
Watsonville CA 95076
831-724-3063

CC: April Warnock, Paratransit Administrator
Margarita Alejo, Metro Board Member (City of Watsonville)
Daniel Dodge, Metro Board Member (City of Watsonville)

January 11, 2012

920 Pacific Avenue
Santa Cruz, CA 95060

To whom it may concern:

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2012 JAN 20 PM 12 00

SANTA CRUZ METRO
ADMIN DEPARTMENT

We are writing to encourage you to adopt gender-neutral restrooms. We are two local high school students attending Alternative Family Education, both accustomed to using the Metro system to and from school and the greater Santa Cruz metropolitan area. We admire that you provide much-needed transit service far across the county, and we appreciate that you provide public restrooms for the downtown area.

Gender-neutral or unisex restrooms (bathrooms that can be used by people of any gender) are an important component to providing safe and equitable accommodations for LGBT people. Gender segregated bathrooms face transgender individuals with a difficult choice, as they are often harassed or even beaten if they attempt to use the restroom matching their gender identity. A survey by the San Francisco Human Rights commission found that more than 40% of transgender people reported being harassed or assaulted in a public bathroom¹. Lifting the gender restrictions on your restrooms would send a powerful and socially progressive message of support to the LGBT community as well as to the rest of Santa Cruz, a liberal town long friendly to the LGBT community.

The LGBT community is not the only group that would benefit from gender-neutral restrooms. Also aided by the change would be parents accompanying their differently gendered young children into the bathroom, fathers changing an infant's diaper (your men's restroom does not have a diaper changing table), and disabled people with a caretaker of another gender. The Saturn Cafe, a mere block away, has long provided gender-neutral restrooms, a choice for which it has received significant praise.

We are already strong admirers of the important service that you provide to Santa Cruz. Please consider this proposal, and make us even prouder.

Yours truly,



Luke Hatfield and Arthur Shemitz
139 Heath Street
Santa Cruz, CA 95060

¹"Gender Neutral Bathroom Survey" http://www.transgenderlawcenter.org/pdf/sbac_survey.pdf

From: [Michelle Williams](#)
To: [Tony Tapiz](#)
Subject: To: The Board of Directors, Santa Cruz METRO re: Poetry on the Bus
Date: Monday, January 23, 2012 4:08:15 PM
Attachments: [image001.png](#)
[image002.png](#)

The Board of Directors
Santa Cruz METRO

I am writing to express my support for the Poetry on the Bus project being spearheaded by our current Santa Cruz County Poet Laureate, Gary Young, and his wife Peggy. I am unfortunately unable to attend the METRO board meeting this Friday as the Cultural Council board and staff will be at a full-day retreat.

This program will provide important access to art and poetry to Santa Cruz community members and visitors. As someone who has lived in numerous cities which implemented these kinds of programs, and who benefitted from the aesthetic and cultural “lift” I got each time I was able to read poetry and view art during my commute, I know the value of this access and fully support giving our creative community this outlet for expression.

I am particularly in favor of moving this forward at this time because of Gary’s leadership. He was chosen as the first Santa Cruz County Poet Laureate because of his deep community ties, his clear talent, and his integrity, and he and Peggy are excellent people to lead this effort and ensure a quality program.

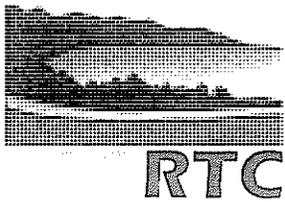
If I can be helpful in moving this process along, or can be of service to this project, please let me know.

Sincerely,

Michelle
Michelle Williams
Executive Director

Cultural Council of Santa Cruz County
1101 Pacific Avenue, Suite 320 | Santa Cruz, CA 95060
831.475.9600 x14 | director@ccscc.org | www.ccscc.org





2011 DEC 5 AM 11 03

December 2, 2011

SANTA CRUZ METRO
ADMIN DEPARTMENT

Ellen Pirie, Chair
Santa Cruz Metropolitan Transit District
110 Vernon St.
Santa Cruz, CA 95060

RE: Appreciation for Wheelchair Restraint Device Demonstration

Dear Chair Pirie:

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

At their November 8 meeting, Metro staff arranged for a demonstration vehicle to be available on loan from the Valley Transportation Authority to enable the E/D TAC to experience the proposed new Q-Pod mobility device restraint system recommended by Metro staff. This first hand experience by E&D TAC members was extremely helpful for attendees using guide dogs, wheelchairs and other assistive devices to understand how the restraint devices work, what other space issues should be considered and whether to recommend two or three mobility devices be transported per vehicle.

Based on this demonstration, the E&D TAC recommends that Metro be encouraged to further study the proposed Q-Pod Mobility Restraining Devices, including:

- **Seek input from wheelchair manufacturers regarding potential affects (breach, nullify, etc.) of the restraint devices to warranty coverage**
- **Requesting present cost information for procurement as well as maintenance**
- **Requesting information about other transit agency experiences with the system from both the operators' and passengers' perspective**

Again, the E&D TAC appreciates Metro Staff's initiative in bringing the proposed wheelchair restraint system to the committee early in the planning phase.

Sincerely,

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

cc: Les White, General Manager
Ciro Aguirre, Metro Operations Manager
April Warnock, Metro ParaCruz Manager
Frank Bauer, Metro Safety and Training Coordinator

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

DATE: 10/01/11 THRU 10/31/11

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
39871	10/19/11	-1,900.00 002974		KAGEL, JOHN - LAW OFFICERS OF	7	40949	ARBITRATION SERV	-1,900.00	**VOID
40549	10/03/11	620.00 002069		A TOOL SHED, INC.		42226	EQUIP RENTAL/PACIFIC	620.00	
40550	10/03/11	249.97 002861		AMERICAN MESSAGING SVCS, LLC		42227	OCT PAGERS	249.97	
40551	10/03/11	3,904.70 059		BATTERIES USA, INC.		42179	REV VEH PARTS/FL	3,904.70	
40552	10/03/11	52.12 E642		BEATTY, TOVE		42228	MBUAPCD BOD MTG/ITAC	52.12	
40553	10/03/11	5,000.00 001324		CAPITALEGE ADVOCACY, LLC		42230	OCT 11 FED LEG SVCS	5,000.00	
40554	10/03/11	299.84 002627		CDW GOVERNMENT, INC.		42180	BATTERY TECH 9 CELL	168.29	
						42181	OKI B4545 DRUM	131.55	
40555	10/03/11	200.00 E312		CHENG, FRANK		42182	2011 APTA ANNUAL MTG	200.00	
40556	10/03/11	55.90 667		CITY OF SCOTT'S VALLEY		42229	7/15-9/15 SVTC	55.90	
40557	10/03/11	10,456.08 001124		CLEAN ENERGY		42183	LNG 9/2/11	10,456.08	
40558	10/03/11	184.00 367		COMMUNITY TELEVISION OF		42231	8/26 BOD MTG	184.00	
40559	10/03/11	4,160.98 480		DIESEL MARINE ELECTRIC, INC.		42092	REV VEH PTS	4,160.98	
40560	10/03/11	1,853.99 002824		DISKEEPER		42184	10/27/11-6/30/12 MNT	1,853.99	
40561	10/03/11	417.00 001174		ESRI		42185	ARCVIEW MNT 7/1-6/30	417.00	
40562	10/03/11	1,469.80 002962		FIS		42186	AUG 11 MERCH FEE	1,469.80	
40563	10/03/11	150,930.20 002123		GIRO, INC.		42187	AM 2 SS 40% EPM 40%	64,337.60	
						42188	AM 2 DC 20% DV 20%	86,592.60	
40564	10/03/11	1,340.66 001323		GOVDELIVERY, INC.		42246	FEB 11 EMAIL SUBSCRIP	670.33	
40565	10/03/11	129.59 215		IKON OFFICE SOLUTIONS		42247	MAY 11 EMAIL SUBSCRIP	670.33	
40566	10/03/11	2,182.27 039		KINKO'S INC.		42232	8/19-9/18 ADD'L/ADM	129.59	
						42233	PRINT BUS POSTERS	2,143.54	
						42234	PRINT TVM POSTERS	38.73	
40567	10/03/11	907.50 002986		LUNA, SUZANNE	7	42189	TEMP/FIN W/E 9/23	907.50	
40568	10/03/11	728.51 001145		MANAGED HEALTH NETWORK		42190	OCT 11 EAP	728.51	
40569	10/03/11	473.47 764		MERCURY METALS		42191	REPAIR BUS #2401	473.47	
40570	10/03/11	682.25 041		MISSION UNIFORM		42235	UNIF & LAUNDRY/FAC	300.00	
						42236	CR UNIF & LAUNDRY/FA	-125.00	
						42237	UNIF & LAUNDRY/FAC	9.36	
						42238	UNIF & LAUNDRY/FAC	47.42	
						42239	UNIF & LAUNDRY/FL	59.25	
						42240	UNIF & LAUNDRY/FL	163.98	
						42241	UNIF & LAUNDRY/FL	167.99	
						42242	UNIF & LAUNDRY/FL	59.25	
40571	10/03/11	6,384.83 001063		NEW FLYER INDUSTRIES LIMITED		42196	REV VEH PARTS/FL	2,331.58	
						42197	REV VEH PARTS/FL	2,696.22	
						42198	REV VEH PARTS/FL	679.22	
						42199	REV VEH PARTS/FL	423.14	
						42200	REV VEH PARTS/FL	39.00	
						42192	DMV FEE/FLT	39.00	
40572	10/03/11	39.00 E288		OJEDA, ROBERTO		42193	8/16-8/31 FUEL/PT	11,464.94	
40573	10/03/11	14,314.27 002952		FLYERS ENERGY LLC		42194	9/1-9/15 FUEL/FL	2,849.33	
						42204	OFFICE SUPPLY/MC	59.47	
						42205	OFFICE SUPPLY/PT	485.08	
40574	10/03/11	1,350.84 043		PALACE ART & OFFICE SUPPLY		42206	OFFICE SUPPLY/PT	76.51	
						42207	OFFICE SUPPLY/PT	76.51	

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

DATE: 10/01/11 THRU 10/31/11

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
40575	10/03/11	3,500.00 002987		PAUL J. MILLS, M.D.		42208	OFFICE SUPPLY/PT	481.45	
40576	10/03/11	241.00 481		PIED PIPER EXTERMINATORS, INC.		42209	CLEAN SUPPLY/PT	137.02	
40577	10/03/11	49.00 E611		PINSKY, TODD		42210	OFFICE SUPPLY/FL	34.80	
40578	10/03/11	592.42 882		PRINT SHOP SANTA CRUZ	7	42195	PROF SVCS/RISK	3,500.00	
40579	10/03/11	1,447.46 001098		ROBERT HALF MANAGEMENT RESOURCE		42201	SEPT PEST CTRL	241.00	
40580	10/03/11	313.00 002700		SANTA CRUZ COUNTY		42243	DMV/VTT FEES/OPS	49.00	
40581	10/03/11	9,103.06 079		SANTA CRUZ MUNICIPAL UTILITIES		42202	BUSINESS CARDS/MC	53.17	
						42203	FAREBOX VINYL DEC/FL	539.25	
						41962	TEMP/FIN W/E 9/2/11	1,447.46	
						42212	HEALTH PERM/VERNON	313.00	
						42214	8/13-9/13 PACIFIC	99.17	
						42215	8/13-9/13 PACIFIC	1,999.87	
						42216	8/13-9/13 1200A RVR	2,635.46	
						42217	8/13-9/13 VERNON	447.18	
						42218	8/13-9/13 VERNON	48.53	
						42219	8/13-9/13 MMF	338.43	
						42220	BUS STOP BINS	502.56	
						42221	8/13-9/13 MMF	1,256.11	
						42222	8/13-9/13 1200B RVR	1,775.75	
40582	10/03/11	300.00 001292		SANTA CRUZ RECORDS MNGMT INC		42211	SHRED SVCS/FAC	300.00	
40583	10/03/11	267.79 104		STATE STEEL COMPANY	0	42213	RPRS & MAINT/FAC	267.79	
40584	10/03/11	55.03 007		UNITED PARCEL SERVICE		42223	FRT OUT/FLT	55.03	
40585	10/03/11	10.96 946		UNITED SITE SERVICES		42224	9/14-10/11/11 RENTAL	10.96	
40586	10/03/11	54.43 434B		VERIZON CALIFORNIA		42244	MT. BIEWLASKI	54.43	
40587	10/03/11	90.02 434		VERIZON WIRELESS	0	42225	PC CARDS/ADM	90.02	
40588	10/03/11	4,228.23 002966		VOLUNTEER CENTER OF		42245	WATS TRAN PLAN STUDY	4,228.23	
40590	10/10/11	104.00 001088		ADVANCED MECHANICAL SERVICES	7	42248	BACKFLOW/SVTC	104.00	
40591	10/10/11	4,277.20 R611		ALLSTATE INDEMNITY COMPANY		42342	SETTLEMENT/RISK	4,277.20	
40592	10/10/11	740.00 002928		ANDRES LANDSCAPING	7	42249	IRRIG SVCE/SVTC	740.00	
40593	10/10/11	4,212.47 001D		AT&T		42275	8/19-9/18 PHONES	4,212.47	
40594	10/10/11	10.00 E158		BIDDLECOME, EDUARDO		42250	VTT FEE/OPS	10.00	
40595	10/10/11	286.35 E312		CHENG, FRANK		42252	TREE PERMIT	35.00	
						42253	TREE TRUST FUND	150.00	
						42254	7/26-8/25 VERIZON	58.77	
						42255	8/26-9/25 VERIZON	42.58	
40596	10/10/11	1,840.65 909		CLASSIC GRAPHICS		42251	OUT RPR #2203	1,840.65	
40597	10/10/11	33,012.37 001124		CLEAN ENERGY		42256	LNG 9/5/11	6,943.46	
						42257	LNG 9/8/11	6,676.08	
						42277	LNG 9/14/11	8,982.88	
						42278	LNG 9/17/11	10,409.95	
40598	10/10/11	300.00 002448		CLEAR VIEW, LLC	0	42258	QRTLY SVCE/WTC	300.00	
40599	10/10/11	70.00 001084		CLUTCH COURIERS	7	42276	PROF SVCS/RISK	70.00	
40600	10/10/11	44.27 001000		DAIMLER BUSES N. AMERICA INC.		42265	REV VEH PARTS/FL	44.27	
40601	10/10/11	447.53 002985		DAVE'S REPAIR SERVICE	7	42264	DIESEL LEAK/SBF	447.53	
40602	10/10/11	225.00 001322		DEPARTMENT OF INDUSTRIAL		42266	ELEVATOR PERM/MMF	225.00	
40603	10/10/11	315.38 001329		DOC AUTO LLC		42259	OUT RPR REV VEH/PT	79.08	

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40604	10/10/11	002388	115.00	DOGHERRA S	7	42260	OUT RPR REV VEH/PT	164.90	
40605	10/10/11	432	3,712.00	EXPRESS EMPLOYMENT PROS		42261	OUT RPR REV VEH/PT	71.40	
40606	10/10/11	372	29.22	FEDERAL EXPRESS		42262	OUT RPR REV VEH/PT	51.00	
40607	10/10/11	001172	58.25	FERGUSON ENTERPRISES INC.		42263	OUT RPR REV VEH/PT	64.00	
40608	10/10/11	002123	84,182.50	GIRO, INC.		42267	TEMP/FAC W/E 9/11	928.00	
40609	10/10/11	282	1,156.39	GRAINGER		42268	TEMP/FAC W/E 9/11	928.00	
						42269	TEMP/FAC W/E 9/18	928.00	
						42270	TEMP/FAC W/E 9/18	928.00	
						42343	POSTAGE/MAILING	29.22	
						42271	RPRS & MAINT/FAC	58.25	
						42279	AMEND #5/HASTUS	84,182.50	
						41986	CLEANING SUPP	134.35	
						41987	CR MEMO	-268.70	
						41988	CLEANING SUPP	134.35	
						42280	RPRS/REV VEH PARTS	726.79	
						42281	CLEAN SUPPLY/FL	238.87	
						42282	CLEAN SUPPLY/FAC	71.48	
						42283	CLEAN SUPPLY/FAC	119.25	
40610	10/10/11	001745	13,178.95	HARTFORD LIFE AND ACCIDENT INS		42284	OCT 11 LIFE/AD&D	3,497.33	
						42345	OCT 11 LTD	9,681.62	
40611	10/10/11	001209	412.30	IKON FINANCIAL SERVICES		42272	9/18-10/17/OPS	412.30	
40612	10/10/11	001355	558.18	ITT SHARED SERVICES/ENDINE		42273	REV VEH PARTS/FL	558.18	
40613	10/10/11	002986	585.00	LUNA, SUZANNE	7	42274	TEMP/FIN W/E 9/30	585.00	
40614	10/10/11	764	650.00	MERCURY METALS		42285	OUT RPR REV VEH/PT	650.00	
40615	10/10/11	041	370.07	MISSION UNIFORM		42286	UNIF & LAUNDRY/FL	219.00	
						42287	UNIF & LAUNDRY/FL	68.03	
40616	10/10/11	002951	8,029.88	MOORE & ASSOCIATES, INC.		42289	WATS TRANSIT PLAN ST	8,029.88	
40617	10/10/11	E609	39.00	MUNGUIA, GUSTAVO		42284	DMV FEE/FL	39.00	
40618	10/10/11	001063	3,261.54	NEW FLYER INDUSTRIES LIMITED		42290	REV VEH PARTS/FL	1,993.20	
						42291	REV VEH PARTS/FL	712.11	
						42292	REV VEH PARTS/FL	182.28	
						42293	REV VEH PARTS/FL	76.74	
						42294	REV VEH PARTS/FL	242.78	
						42295	REV VEH PARTS/FL	54.43	
40619	10/10/11	002721	443.64	NEXTEL COMMUNICATIONS/SPRINT		42296	TVM 8/26-9/25	84.54	
						42297	8/26-9/25 DIRECT CON	359.10	
40620	10/10/11	002952	11,253.01	FLYERS ENERGY LLC		42298	9/1-9/15_FUEL/PT	11,253.01	
40621	10/10/11	009	14,255.49	PACIFIC GAS & ELECTRIC		42299	8/26-9/27 MMF	5,788.20	
						42300	8/26-9/27 1122 RVR	1,934.81	
						42301	8/26-9/27 1122 RVR	57.17	
						42302	8/26-9/27 115 DUBOIS	15.88	
						42303	8/26-9/27 VERNON	6,284.75	
						42304	8/26-9/27 1217 RVR	64.10	
40622	10/10/11	950	887.00	PARADISE LANDSCAPE INC	0	42305	8/26-9/27 1200 RVR	110.58	
						42312	SEPT MAINT/FAC	887.00	

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40623	10/10/11	1,500.00 001221	PITNEY BOWES-RESERVE ACCOUNT	42310	POSTAGE/WC	1,500.00			
40624	10/10/11	37,584.40 002939	PREFERRED BENEFIT	42311	OCT 11 DENTAL	37,584.40			
40625	10/10/11	1,854.38 001149	PREFERRED PLUMBING, INC.	42306	SVCE LEAK/MMF	1,854.38			
40626	10/10/11	1,446.32 882	PRINT SHOP SANTA CRUZ	7	PRINT RTO FORMS/OPS	96.57			
				42308	PRINT RTO FORMS/PT	324.42			
				42309	PRINT VC FORMS/PT	1,025.33			
40627	10/10/11	396.95 001153	REPUBLIC ELEVATOR COMPANY	42313	SEPT MAINT/FAC	396.95			
40628	10/10/11	65.76 135	SANTA CRUZ AUTO PARTS, INC.	42317	REV VEH PARTS/FL	65.76			
40629	10/10/11	55,337.42 002917	SANTA CRUZ METRO TRANSIT DIST	42314	9/29 WC RESERVE	55,337.42			
40630	10/10/11	199.64 760	SCMTD PETTY CASH - PARACRUZ	42316	PETTY CASH/PT	199.64			
40631	10/10/11	123.00 115	SNAP-ON INDUSTRIAL	42315	EMP TOOLS/FLT	123.00			
40632	10/10/11	150.00 001165	THANH N. VU MD	42318	EMPLOY EXAM/OPS	75.00			
				42319	EMPLOY EXAM/OPS	75.00			
40633	10/10/11	6,828.26 002954	TIRE DISTRIBUTION SYSTEMS, LLC	7	SEP TIRES & TUBES/PT	323.82			
				42320	SEP TIRES & TUBES/PT	120.45			
				42321	SEP TIRES & TUBES/FL	2,182.33			
				42322	SEP TIRES & TUBES/FL	684.17			
				42323	SEP TIRES & TUBES/FL	348.59			
				42324	SEP TIRES & TUBES/FL	392.14			
				42325	SEP TIRES & TUBES/FL	2,776.76			
				42326	SEP TIRES & TUBES/FL	59.83			
40634	10/10/11	59.83 007	UNITED PARCEL SERVICE	42327	FRT OUT/FLT	9.20			
40635	10/10/11	9.20 002829	VALLEY POWER SYSTEMS, INC.	42329	REV VEH PARTS/FL	1,780.35			
40636	10/10/11	3,375.35 001353	VISION COMMUNICATIONS	42330	REV VEH PARTS/FL	1,595.00			
				42331	SEPT MAINT/FL	10,615.00			
40637	10/10/11	10,615.00 001043	VISION SERVICE PLAN	42328	OCT 11 VSP	323.19			
40638	10/10/11	323.19 436	WEST PAYMENT CENTER	42332	AUG INFO CHARGES	134.13			
40639	10/10/11	925.04 002028	WESTCOAST LEGAL SERVICE	7	PROF SVCS/RISK	107.70			
				42335	PROF SVCS/RISK	91.66			
				42336	PROF SVCS/RISK	93.05			
				42337	PROF SVCS/RISK	287.42			
				42338	PROF SVCS/RISK	118.03			
				42339	PROF SVCS/RISK	93.05			
				42340	PROF SVCS/RISK	287.42			
				42341	PROF SVCS/RISK	118.03			
40640	10/10/11	569.63 186	WILSON, GEORGE H., INC.	42333	RPRS & MAINT/FAC	569.63			
40641	10/10/11	605.00 915	WORKIN.COM, INC.	42334	JOB ADS/TS/PO/BO	605.00			
40642	10/17/11	176.75 001093	ALERE TOXICOLOGY SERVICES, INC	42334	EMPLOY EXAMS/HR	176.75			
40643	10/17/11	24,092.30 001264	ANDREWS INTERNATIONAL INC	42346	8/29-9/25 SECURITY	24,092.30			
40644	10/17/11	8,416.67 001348	ATHENS INSURANCE SERVICE, INC.	42432	OCT 11 WORK COMP FEE	8,416.67			
40645	10/17/11	55.24 002689	B & B SMALL ENGINE	41255	CR MEMO	-113.57			
				42350	RPRS & MAINT/FAC	13.99			
40646	10/17/11	774.00 011	BEWLEYS CLEANING	42351	RPRS & MAINT/FAC	154.82			
40647	10/17/11	5,000.00 001365	BORTNICK, ROBERT S. & ASSOC.	42434	SEPT JANITORIAL	774.00			
40648	10/17/11	21.70 001112	BRINKS AWARDS & SIGNS	7	7/11-9/30 ADA CLL ST	5,000.00			
40649	10/17/11	580.91 002189	BUS & EQUIPMENT	7	NAMEPLATES/FL	21.70			
				42347	REV VEH PARTS/PT	464.70			
				42348	REV VEH PARTS/PT	116.21			

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40650	10/17/11	001346	680.00	CITY OF SANTA CRUZ		42363	PARK DEF FEES	170.00	
40651	10/17/11	130	1,176.19	CITY OF WATSONVILLE UTILITIES		42364	PARK DEF FEES	510.00	
						42366	CONTAINER/WTC	841.60	
						42437	8/29-9/26 WTC	23.45	
						42438	8/29-9/26 WTC	36.46	
						42439	8/29-9/26 WTC	222.50	
						42440	9/1-10/1 WTC	44.89	
40652	10/17/11	001124	18,792.01	CLEAN ENERGY		42441	9/2-9/26 WTC-LIDIA'S	7.29	
						42362	LNG 9/23/11	10,415.19	
						42435	LNG 9/26/11	8,376.82	
40653	10/17/11	367	160.00	COMMUNITY TELEVISION OF		42353	SANDY LYDON DVD'S	160.00	
40654	10/17/11	504	9,314.09	CUMMINS WEST, INC.		42354	REV VEH PARTS/FL	38.89	
						42355	OUT RPR #2810	956.06	
						42356	REV VEH PARTS/FL	44.70	
						42357	REV VEH PARTS/FL	154.76	
						42358	REV VEH PARTS/FL	2,636.75	
						42359	OUT RPR #2809	933.65	
						42360	OUT RPR #2806	962.20	
						42361	OUT RPR #2808	3,587.08	
40655	10/17/11	798	4,472.31	D&D COMPRESSOR, INC		42369	COMPRESSOR RPR/MMF	4,472.31	
40656	10/17/11	001329	1,672.90	DOC AUTO LLC		42365	OUT RPR REV VEH/PT	687.35	
						42366	OUT RPR REV VEH/PT	230.09	
						42367	OUT RPR REV VEH/PT	645.15	
						42368	OUT RPR REV VEH/PT	110.31	
40657	10/17/11	002862	500.00	ECOLOGICAL CONCERNS INC.		42371	WATER DRAIN/SEPT MB	500.00	
40658	10/17/11	001492	706.00	EVERGREEN OIL INC.		42370	HAZ WASTE DISP	706.00	
40659	10/17/11	447	316.00	FERRIS HOIST & REPAIR, INC.		42372	RPR BAY 9/MMF	316.00	
40660	10/17/11	001302	218.00	GARDA CL WEST, INC.		42442	OCT ARMORED CAR SVC	212.00	
						42443	SEPT LIABILITY	6.00	
40661	10/17/11	282	66.53	GRAINGER		42373	CLEAN SUPPLY/FAC	66.53	
40662	10/17/11	510A	78.12	HASLER, INC.		42444	11/1-11/30 RENT/ADM	78.12	
40663	10/17/11	166	765.63	HOSE SHOP, THE		42374	REV VEH PARTS/FL	41.36	
						42447	REV VEH PARTS/FL	77.84	
						42448	REV VEH PARTS/FL	646.43	
40664	10/17/11	R612	13,866.87	HOWIE & SMITH, L.L.P.		42446	PRTL SETTLEMENT/RISK	13,866.87	
40665	10/17/11	002979	2,954.78	HUNT & SONS, INC.		42445	OIL/LUBE/FLT	2,954.78	
40666	10/17/11	001209	410.18	IKON FINANCIAL SERVICES		42449	9/18-10/17/PT	410.18	
40667	10/17/11	215	160.11	IKON OFFICE SOLUTIONS		42376	4/1-6/30 DS MNT/ADM	89.81	
						42450	7/1-9/30 DS MNT/ADM	70.30	
40668	10/17/11	002117	3,470.85	IULIANO	7	42375	115 DUBOIS RENT	3,470.85	
40669	10/17/11	110	2,974.89	JESSICA GROCERY STORE, INC.		42451	CUSTODIAL SERVICES	2,974.89	
40670	10/17/11	036	514.83	KELLY-MOORE PAINT CO., INC.		42378	RPRS & MAINT/FAC	514.83	
40671	10/17/11	002983	1,195.00	KI CUSTOM CONSTRUCTION, INC.		42379	DEMO CLEAN-UP-DUBOIS	1,195.00	
40672	10/17/11	002240	746.85	KLEEN-RITE PRESSURE WASHERS	7	42377	RPRS & MAINT/FAC	746.85	
40673	10/17/11	852	359.50	LAW OFFICES OF MARIE F. SANG	7	42380	WORK COMP FEE/OPS	96.00	
						42381	WORK COMP FEE/OPS	263.50	

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40674	10/17/11	915.00 002986	LUNA, SUZANNE	7	42382	TEMP/FIN W/E 10/7	915.00		
40675	10/17/11	1,710.38 001119	MACERICH PARTNERSHIP LP	7	42383	CAPITOLA MALL RENT	1,710.38		
40676	10/17/11	166.49 001342	MCW ASSOCIATES, INC.		42456	SEPT 11 OUT RPR/PT	166.49		
40677	10/17/11	270.35 041	MISSION UNIFORM		42384	UNIF & LAUNDRY/PT	33.41		
					42385	UNIF & LAUNDRY/FL	2.00		
					42386	UNIF & LAUNDRY/FL	59.25		
					42387	UNIF & LAUNDRY/FL	166.33		
					42455	UNIF & LAUNDRY/FAC	9.36		
40678	10/17/11	1,039.69 001454	MONTEREY BAY SYSTEMS		42452	7/1-9/30 COPY MNT/FL	297.78		
					42453	7/1-9/30/ADM	8.38		
					42454	10/1-12/31/OVR/ADM	733.53		
40679	10/17/11	799.00 469	MONTEREY BAY UNIFIED AIR		42388	PRMTS/MMF/VRN/1200B	799.00		
40680	10/17/11	242.39 887	NEOPOST, INC		42458	7/1-6/30 RTE CHG/PT	242.39		
40681	10/17/11	960.25 001063	NEW FLYER INDUSTRIES LIMITED		42389	REV VEH PARTS/FL	119.47		
					42390	REV VEH PARTS/FL	102.21		
					42391	REV VEH PARTS/FL	102.21		
					42457	REV VEH PARTS/FL	636.36		
40682	10/17/11	120.00 004	NORTH BAY FORD LINC-MERCURY		42392	OUT RPR REV VEH/PT	120.00		
40683	10/17/11	1,805.00 E645	OLANDER, JOY		42460	EDUCATIONAL EXP	1,710.00		
					42461	EDUCATIONAL EXP	95.00		
40684	10/17/11	2,898.21 002952	FLYERS ENERGY LLC		42459	9/15-9/30 FUEL/FLT	2,898.21		
40685	10/17/11	3,863.82 009	PACIFIC GAS & ELECTRIC		42393	8/31-9/29 PACIFIC	2,697.90		
					42394	NOV 2011-1122 RVR	1,153.00		
					42475	9/8-10/5 SVTC	12.92		
40686	10/17/11	838.00 002947	PEDALERS EXPRESS	7	42395	SEP 11 MAIL P/U	838.00		
40687	10/17/11	150.00 481	PIED PIPER EXTERMINATORS, INC.		42462	SEPT PEST CTRL	48.50		
					42463	SEPT PEST CTRL	53.00		
					42464	SEPT PEST CTRL	48.50		
40688	10/17/11	303.77 107A	PROBUILD		42465	RPRS & MAINT/FAC	12.28		
					42466	RPRS & MAINT/FAC	23.79		
					42467	RPRS & MAINT/FAC	18.17		
					42468	RPRS & MAINT/FAC	7.12		
					42469	RPRS & MAINT/FAC	157.78		
					42470	RPRS & MAINT/FAC	23.39		
					42471	RPRS & MAINT/FAC	23.34		
					42472	RPRS & MAINT/FAC	0.67		
					42473	RPRS & MAINT/FAC	34.89		
					42474	RPRS & MAINT/FAC	2.34		
40689	10/17/11	499.63 E334	ROCHA, LUIS		42396	EMPLOY TOOLS	299.64		
					42476	SAFETY SUPPLIES/PT	199.99		
40690	10/17/11	26,532.98 966	S.C. FUELS	0	42397	DIESEL 9/24/11	26,532.98		
40691	10/17/11	469.32 135	SANTA CRUZ AUTO PARTS, INC.		42410	REV VEH PARTS/PT	44.40		
					42411	REV VEH PARTS/PT	7.23		
					42412	REV VEH PARTS/FL	87.83		
					42413	REV VEH PARTS/FL	216.77		
					42414	REV VEH PARTS/FL	14.41		

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40692	10/17/11	149	1,147.30	SANTA CRUZ SENTINEL	0	42415	REV VEH PARTS/FL	98.68	
						42398	ADS/ADM	223.50	
						42399	ADS/ADM	187.74	
						42400	ADS/ADM	181.78	
						42401	ADS/ADM	184.76	
						42402	ADS/ADM	181.78	
						42403	ADS/ADM	187.74	
40693	10/17/11	977	18,368.13	SANTA CRUZ TRANSPORTATION, LLC		42477	SEPT 11 PT SVCS	18,368.13	
40694	10/17/11	002267	2,500.00	SHAW / YODER / ANTIWIH, INC.		42409	OCT 11 LEG SVCS	2,500.00	
40695	10/17/11	002924	1,048.86	SIEMENS INDUSTRY, INC.		42416	FIRE PANEL/OPS	648.86	
						42478	FIRE PANEL/OPS	400.00	
40696	10/17/11	001121	210.00	SILENT PARTNER SECURITY SYS.		42418	10/1-12/31 ALARMS	210.00	
40697	10/17/11	001075	12,703.49	SOQUEL III ASSOCIATES	7	42417	RESEARCH PARK RENT	12,703.49	
40698	10/17/11	001232	1,074.18	SPECIALIZED AUTO AND		42404	OUT RPR REV VEH/PT	395.79	
						42405	OUT RPR REV VEH/PT	93.26	
						42406	OUT RPR REV VEH/PT	137.59	
						42407	OUT RPR REV VEH/PT	328.85	
						42408	OUT RPR REV VEH/PT	118.69	
						42479	OUT RPR EQUIP/PT	911.49	
40699	10/17/11	002871	911.49	STATE ELECTRIC GENERATOR	7	42427	SEIU AGREEMENT	6,062.94	
40700	10/17/11	R604	6,062.94	THOMAS, CYNTHIA		42421	SEP TIRES & TUBES/FL	17.50	
40701	10/17/11	002954	8,244.44	TIRE DISTRIBUTION SYSTEMS, LLC	7	42422	SEP TIRES & TUBES/FL	925.59	
						42423	SEP TIRES & TUBES/FL	342.08	
						42424	SEP TIRES & TUBES/FL	348.59	
						42425	SEP TIRES & TUBES/FL	1,055.37	
						42426	SEP TIRES & TUBES/FL	697.06	
						42480	JUL TIRES & TUBES/FL	348.59	
						42481	JUL TIRES & TUBES/FL	588.22	
						42482	JUL TIRES & TUBES/FL	1,388.39	
						42483	SEP TIRES & TUBES/FL	1,388.39	
						42484	SEP TIRES & TUBES/FL	348.53	
						42485	SEP TIRES & TUBES/FL	351.79	
						42486	SEP TIRES & TUBES/FL	342.08	
						42487	SEP TIRES & TUBES/FL	102.26	
40702	10/17/11	170	500.03	TOWNSEND'S AUTO PARTS		42419	REV VEH PARTS/FL	292.36	
						42420	REV VEH PARTS/FL	207.67	
40703	10/17/11	007	28.67	UNITED PARCEL SERVICE		42428	FRT OUT/FLT	28.67	
40704	10/17/11	221	2,484.33	VEHICLE MAINTENANCE PROGRAM		42429	REV VEH PARTS/FL	451.98	
						42430	REV VEH PARTS/FL	1,816.35	
						42431	REV VEH PARTS/FL	216.00	
40705	10/17/11	001083	12,896.66	WATSONVILLE TRANSPORTATION, INC		42488	SEPT 11 PT SVCS	12,896.66	
40706	10/17/11	915	215.00	WORKIN.COM, INC.		42489	JOB AD/AT	215.00	
40707	10/24/11	020	449.82	ADT SECURITY SERVICES INC.		42570	NOV ALARMS	51.94	
						42571	NOV ALARMS	98.36	
						42572	NOV ALARMS	72.68	
						42573	NOV ALARMS	107.57	

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40708	10/24/11	1,590.16 001188	AGILITY FUEL SYSTEMS		42574	NOV ALARMS	47.53	
40709	10/24/11	344.68 E437	AITKEN, ANGELA		42575	NOV ALARMS	71.74	
40710	10/24/11	50.00 B030	ALEJO, MARGARITA	7	42499	REV VEH PARTS/FL	1,590.16	
40711	10/24/11	479.30 001G	AT&T		42497	CTA FINANCE COMM MTG	344.68	
40712	10/24/11	8,416.67 001348	ATHENS INSURANCE SERVICE, INC.		42490	9/9 BOD MTG	50.00	
40713	10/24/11	41.22 002689	B & B SMALL ENGINE		42498	REPEATER/OPS	84.83	
40714	10/24/11	67.55 M033	BAILEY, NEIL		42568	OPS PHONE	89.12	
40715	10/24/11	3,904.69 059	BATTERIES USA, INC.		42569	REPEATERS/OPS	305.35	
40716	10/24/11	2,500.00 616	BROWN ARMSTRONG		42576	NOV 11 WORK COMP FEE	8,416.67	
40717	10/24/11	50.00 B028	BRYANT, HILARY		42579	RPRS & MAINT/FAC	21.08	
40718	10/24/11	441.70 002189	BUS & EQUIPMENT		42580	RPRS & MAINT/FAC	20.14	
40719	10/24/11	525,470.01 502	CA PUBLIC EMPLOYEES'		42550	NOV 11 RET SUPP	67.55	
40720	10/24/11	67.55 M022	CAPELLA, KATHLEEN		42500	FY11 AUDIT	2,500.00	
40721	10/24/11	134.28 002898	CEB		42491	9/9 BOD MTG	50.00	
40722	10/24/11	97.10 E312	CHENG, FRANK		42578	REV VEH PARTS/PT	441.70	
40723	10/24/11	1,553.41 001346	CITY OF SANTA CRUZ		42581	NOV 11 MEDICAL	525,470.01	
40724	10/24/11	2,365.00 909	CLASSIC GRAPHICS		42561	NOV 11 RET SUPP	67.55	
40725	10/24/11	18,806.99 001124	CLEAN ENERGY		42501	CA MECH LIEN 3RD UP	134.28	
40726	10/24/11	100.00 128	COSTCO WHOLESALE MEMBERSHIP		42502	APTA 2011 ANN MTG	97.10	
40727	10/24/11	3,039.30 504	CUMMINS WEST, INC.		42588	STORM WATER/FLD LEVY	1,553.41	
40728	10/24/11	33.78 M039	DAVILA, ANA MARIA		42586	LNG 10/8/11	10,109.05	
40729	10/24/11	32.00 002567	DEPARTMENT OF JUSTICE		42587	LNG 10/2/11	8,697.94	
40730	10/24/11	922.25 480	DIESEL MARINE ELECTRIC, INC.		42503	ANNUAL MEMBERSHIP	100.00	
40731	10/24/11	174.98 001329	DOC AUTO LLC		42583	REV VEH PARTS/FL	237.43	
40732	10/24/11	50.00 B029	DODGE, DANIEL		42584	REV VEH PARTS/FL	149.42	
40733	10/24/11	148.50 002388	DOGHERRA S		42585	REV VEH PARTS/FL	2,652.45	
40734	10/24/11	1,673.07 001183	ECOLAB VEHICLE CARE DIVISION		42551	NOV 11 RET SUPP	33.78	
40735	10/24/11	7,776.00 432	EXPRESS EMPLOYMENT PROS		42592	SEPT 11 FINGERPRINTS	32.00	
40736	10/24/11	33.78 M100	GARCIA, HELEN		42591	REV VEH PARTS/FL	922.25	
					42506	OUT RPR REV VEH/PT	103.58	
					42507	OUT RPR REV VEH/PT	71.40	
					42492	9/9 BOD MTG	50.00	
					42504	OUT RPR REV VEH/PT	55.00	
					42505	OUT RPR REV VEH/PT	93.50	
					42509	CLEAN SUPPLY/FAC	1,673.07	
					42510	TEMP/FAC W/E 9/25	928.00	
					42593	TEMP/FAC W/E 9/11	928.00	
					42594	TEMP/FAC W/E 9/18	900.00	
					42595	TEMP/FAC W/E 9/25	900.00	
					42596	TEMP/FAC W/E 10/2	900.00	
					42597	TEMP/FAC W/E 10/2	1,160.00	
					42598	TEMP/FAC W/E 10/2	1,160.00	
					42552	NOV 11 RET SUPP	33.78	

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40737	10/24/11	619.56 117	GILLIG LLC			42511	REV VEH PARTS/FL	325.50	
40738	10/24/11	67.55 M041	GOUVEIA, ROBERT		0	42512	REV VEH PARTS/FL	294.06	
40739	10/24/11	50.00 B023	GRAVES, RON		7	42513	NOV 11 RET SUPP	67.55	
40740	10/24/11	87.87 M081	HALL, JAMES		0	42514	9/9 BOD MTG	50.00	
40741	10/24/11	50.00 B006	HINKLE, MICHELLE		7	42515	NOV 11 RET SUPP	87.87	
40742	10/24/11	265.82 215	IKON OFFICE SOLUTIONS		7	42516	9/26-10/25 METRO	50.00	
40743	10/24/11	1,900.00 002974	KAGEL, JOHN - LAW OFFICES OF		7	40949	ARBITRATION SERV	1,900.00	
40744	10/24/11	229.03 M061	KAMEDA, TERRY		0	42562	NOV 11 RET SUPP	229.03	
40745	10/24/11	50.00 B026	LEOPOLD, JOHN		7	42495	9/9 BOD MTG	50.00	
40746	10/24/11	2,780.00 002976	LONGNECKER, LLOYD		7	42513	TEMP/FIN W/E 10/14	2,780.00	
40747	10/24/11	967.50 002986	LUNA, SUZANNE		7	42514	TEMP/FIN W/E 10/14	967.50	
40748	10/24/11	275.91 013	MCI SERVICE PARTS, INC.			42600	REV VEH PARTS/FL	275.91	
40749	10/24/11	899.92 001052	MID VALLEY SUPPLY			42520	CLEAN SUPPLY/FAC	445.09	
40750	10/24/11	325.64 041	MISSION UNIFORM			42521	CLEAN SUPPLY/FAC	454.83	
40751	10/24/11	15,032.23 001176	NORTHSTAR, INC.			42515	UNIF & LAUNDRY/FAC	46.10	
40752	10/24/11	33.78 M050	O'MARA, KATHLEEN		0	42516	UNIF & LAUNDRY/PT	33.41	
40753	10/24/11	10,602.42 002952	FLYERS ENERGY LLC			42517	UNIF & LAUNDRY/FL	59.25	
40754	10/24/11	35.00 188	PACIFIC BUS MUSEUM			42518	UNIF & LAUNDRY/FL	165.96	
40755	10/24/11	2,750.47 009	PACIFIC GAS & ELECTRIC			42519	UNIF & LAUNDRY/FL	20.92	
40756	10/24/11	305.95 043	PALACE ART & OFFICE SUPPLY			42522	SEPT MAINT	14,842.00	
40757	10/24/11	252.22 M057	PARHAM, WALLACE		0	42523	OUT RPR EQUIP/FAC	190.23	
40758	10/24/11	33.78 M109	PEREZ, CHERYL			42555	NOV 11 RET SUPP	33.78	
40759	10/24/11	177.45 M064	PETERS, TERRIE		0	42524	9/16-9/30 FUEL/PT	10,602.42	
40760	10/24/11	183.00 481	PIED PIPER EXTERMINATORS, INC.		0	42527	PACIFIC BUS/ANNUAL	35.00	
40761	10/24/11	252.22 M058	POTEETE, BEVERLY		0	42525	8/31-10/5 SVTC	2,750.47	
40762	10/24/11	108.85 358	POWR-FLITE			42526	OFFICE SUPPLY/FL	15.79	
40763	10/24/11	7,105.13 882	PRINT SHOP SANTA CRUZ		7	42605	OFFICE SUPPLY/MC	85.93	
40764	10/24/11	39.00 E613	RAUDMAN, RENEE			42606	OFFICE SUPPLY/MC	40.20	
40765	10/24/11	87.40 019	RAYNE OF SANTA CRUZ, INC.			42607	OFFICE SUPPLY/OPS	133.92	
40766	10/24/11	1,138.76 001098	ROBERT HALF MANAGEMENT RESOURCE			42608	OFFICE SUPPLY/OPS	30.11	
40767	10/24/11	50.00 B022	ROBINSON, LYNN MARIE		7	42563	NOV 11 RET SUPP	252.22	
40768	10/24/11	67.55 M085	ROSSI, DENISE		0	42556	NOV 11 RET SUPP	33.78	
40769	10/24/11	33.78 M030	ROWE, RUBY			42564	NOV 11 RET SUPP	177.45	
						42601	SEPT PEST CTRL	183.00	
						42565	NOV 11 RET SUPP	252.22	
						42534	RPRS & MAINT/FAC	108.85	
						42602	CALL STOP FORMS/OPS	965.65	
						42603	TIME-OFF FORMS/OPS	1,930.22	
						42604	VEH INSP FORMS/OPS	4,209.26	
						42528	DMV FEE/OPS	39.00	
						42530	SALT/BUS WASH SVCE	87.40	
						42529	TEMP/FIN W/E 9/16 RL	1,138.76	
						42496	9/9 BOD MTG	50.00	
						42557	NOV 11 RET SUPP	67.55	
						42558	NOV 11 RET SUPP	33.78	

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40770	10/24/11	2,172.08 001379	2,172.08	SAFETY-KLEEN		42531	HAZ WASTE DISP	2,172.08	
40771	10/24/11	2,089.93 018	2,089.93	SALINAS VALLEY FORD SALES		42532	REV VEH PARTS/FL	2,011.85	
						42611	REV VEH PARTS/FL	52.73	
						42612	REV VEH PARTS/FL	25.35	
40772	10/24/11	30.00 345	30.00	SANTA CRUZ COUNTY OFFICE OF		42609	EMPLOY FINGERPRINTS	30.00	
40773	10/24/11	14,305.87 002917	14,305.87	SANTA CRUZ METRO TRANSIT DIST	0	42610	10/1-10/14 WC RESERV	14,305.87	
40774	10/24/11	160.87 M010	160.87	SHORT, SLOAN		42566	NOV 11 RET SUPP	160.87	
40775	10/24/11	383.15 080A	383.15	STATE BOARD OF EQUALIZATION		42613	JUL-SEP 11 FUEL TAX	383.15	
40776	10/24/11	131.00 E235	131.00	THOMAS, RUSSELL		42533	DMV PHYS/FL	131.00	
40777	10/24/11	33.78 M086	33.78	TOLINE, DONALD		42539	NOV 11 RET SUPP	33.78	
40778	10/24/11	62.33 007	62.33	UNITED PARCEL SERVICE		42614	FRT OUT/FLT	62.33	
40779	10/24/11	3,884.99 002829	3,884.99	VALLEY POWER SYSTEMS, INC.		42535	REV VEH PARTS/FL	6.34	
						42536	REV VEH PARTS/FL	879.06	
						42537	REV VEH PARTS/FL	20.57	
						42538	REV VEH PARTS/FL	54.45	
						42539	CR REV VEH PARTS/FL	-54.45	
						42540	REV VEH PARTS/FL	36.25	
						42541	REV VEH PARTS/FL	851.56	
						42542	REV VEH PARTS/FL	1,317.48	
						42543	REV VEH PARTS/FL	54.45	
						42544	REV VEH PARTS/FL	719.28	
40780	10/24/11	212.76 221	212.76	VEHICLE MAINTENANCE PROGRAM		42545	REV VEH PARTS/FL	212.76	
40781	10/24/11	229.03 M076	229.03	VONWAL, YVETTE	0	42567	NOV 11 RET SUPP	229.03	
40782	10/24/11	323.19 436	323.19	WEST PAYMENT CENTER		42548	SEPT INFO CHARGES	323.19	
40783	10/24/11	786.89 002028	786.89	WESTCOAST LEGAL SERVICE	7	42546	PROF SVCS/RISK	175.93	
						42547	PROF SVCS/RISK	610.96	
40784	10/24/11	33.78 M088	33.78	YAGI, RANDY	0	42560	NOV 11 RET SUPP	33.78	
40785	10/24/11	55.18 147	55.18	ZEE MEDICAL SERVICE CO.		42615	SAFETY SUPPLY/FAC	29.73	
						42616	SAFETY SUPPLY/FAC	25.45	
40786	10/24/11	977.80 148	977.80	ZEP MANUFACTURING COMPANY		42549	REV VEH PARTS/FL	977.80	
40787	10/31/11	395.40 192	395.40	ALWAYS UNDER PRESSURE		42709	PRESS WASH SVCE	395.40	
40788	10/31/11	4,198.23 001D	4,198.23	AT&T		42708	9/19-10/18 PHONES	4,198.23	
40789	10/31/11	5,821.91 001844	5,821.91	BRINKS INCORPORATED		42639	SEPT 1200B SERVICE	2,068.16	
						42640	SEPT 1200B SERVICE	3,753.75	
40790	10/31/11	513.00 990	513.00	CIDDIO-MORRIS ASSOCIATES		42710	JOB ANALYSIS	513.00	
40791	10/31/11	1,964.80 909	1,964.80	CLASSIC GRAPHICS		42712	OUT RPR #2223	1,964.80	
40792	10/31/11	153.99 002063	153.99	COSTCO		42713	OFFICE SUPPLY/MC	153.99	
40793	10/31/11	3,004.60 504	3,004.60	CUMMINS WEST, INC.		42617	OUT RPR #2802	631.21	
						42711	REV VEH PARTS/FL	2,373.39	
40794	10/31/11	55.00 002388	55.00	DOGHERRA'S	7	42618	OUT RPR REV VEH/PT	55.00	
40795	10/31/11	217.00 001492	217.00	EVERGREEN OIL INC.		42716	HAZ WASTE DISP	217.00	
40796	10/31/11	5,003.00 432	5,003.00	EXPRESS EMPLOYMENT PROS		42619	TEMP/FAC W/E 10/9	855.00	
						42620	TEMP/FAC W/E 10/9	1,160.00	
						42621	TEMP/FAC W/E 10/9	928.00	
						42714	TEMP/FAC W/E 10/16	1,160.00	
						42715	TEMP/FAC W/E 10/16	900.00	

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40797	10/31/11	608.08 001172	FERGUSON ENTERPRISES INC.			42623	RPRS & MAINT/OPS	583.29	
				FIRST ALARM		42717	RPRS & MAINT/FAC	24.79	
40798	10/31/11	105.00 002295		FIS		42746	SEPT DISPATCH/PT	105.00	
40799	10/31/11	977.00 002962		FLYERS ENERGY LLC		42622	SEPT 11 MERCHANT FEE	977.00	
40800	10/31/11	13,074.95 002952				42718	10/1-10/15 FUEL/FLT	2,744.49	
						42719	PROPANE/FLT	23.63	
						42747	10/1-10/15 FUEL/PT	10,306.83	
40801	10/31/11	212.00 001302		GARDA CL WEST, INC.		42638	JULY ARMORED CAR SVC	212.00	
40802	10/31/11	75.00 001189		GARY KENVILLE LOCKSMITH	7	42748	PROF SVCS/PT	75.00	
40803	10/31/11	223.85 117		GILLIG LLC		42624	REV VEH PARTS/FL	223.85	
40804	10/31/11	1,156.51 001097		GREENWASTE RECOVERY, INC.		42626	SEPT GARB/SVTC	230.01	
						42627	SEPT GARB/MT HERMON	89.70	
						42628	SEPT GARB/RES PARK	219.75	
						42629	SEPT GARB/GRN VALLEY	18.25	
						42630	OCT-DEC SOQUEL	54.75	
						42631	OCT-DEC SOQUEL	54.75	
						42632	OCT-DEC BIG BASIN	54.75	
						42633	OCT-DEC LOMOND	54.75	
						42634	OCT-DEC AIRPORT	108.12	
						42635	OCT-DEC HWY 17	162.18	
						42636	OCT-DEC FREEDOM	54.75	
						42637	OCT-DEC FREEDOM	54.75	
40805	10/31/11	44.28 510A		HASLER, INC.		42749	11/1-11/30 RENT/PT	44.28	
40806	10/31/11	1,286.79 001233		KIMBALL MIDWEST		42641	REV VEH PARTS/FL	1,286.79	
40807	10/31/11	639.47 852		LAW OFFICES OF MARIE F. SANG	7	42643	WORK COMP FEE/PT	160.00	
						42644	WORK COMP FEE/OPS	224.00	
						42645	WORK COMP FEE/PT	255.47	
40808	10/31/11	967.50 002986		LUNA, SUZANNE	7	42642	TEMP/FIN W/E 10/21	967.50	
40809	10/31/11	728.51 001145		MANAGED HEALTH NETWORK		42720	NOV 11 EAP	728.51	
40810	10/31/11	178.98 001052		MID VALLEY SUPPLY		42649	CLEAN SUPPLY/FAC	106.33	
						42650	CLEAN SUPPLY/FAC	205.98	
						42651	CR CLEAN SUPPLY/FAC	-161.45	
40811	10/31/11	564.80 041		MISSION UNIFORM		42721	CLEAN SUPPLY/FLT	28.12	
						42646	UNIF & LAUNDRY/FAC	9.36	
						42647	UNIF & LAUNDRY/FL	164.16	
						42648	UNIF & LAUNDRY/FL	59.25	
						42723	UNIF & LAUNDRY/FAC	46.10	
						42724	UNIF & LAUNDRY/FL	29.29	
						42725	UNIF & LAUNDRY/FL	59.25	
						42726	UNIF & LAUNDRY/FL	163.98	
						42750	UNIF & LAUNDRY/PT	33.41	
40812	10/31/11	35.81 001711		MOHAWK MFG. & SUPPLY CO.		42722	REV VEH PARTS/FL	35.81	
40813	10/31/11	3,258.89 001063		NEW FLYER INDUSTRIES LIMITED		42652	REV VEH PARTS/FL	13.25	
						42653	REV VEH PARTS/FL	87.35	
						42654	REV VEH PARTS/FL	67.75	
						42655	REV VEH PARTS/FL	2,502.10	

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40814	10/31/11					42656	REV VEH PARTS/FL	32.07	
40815	10/31/11					42657	REV VEH PARTS/FL	19.97	
40816	10/31/11					42658	REV VEH PARTS/FL	157.75	
						42659	REV VEH PARTS/FL	68.49	
						42660	REV VEH PARTS/FL	68.49	
						42727	REV VEH PARTS/FL	241.67	
40814	10/31/11		1,431.72	NEXTEL COMMUNICATIONS/SPRINT		42751	9/4-10/3/PT	1,431.72	
40815	10/31/11		1,173.76	PACIFIC GAS & ELECTRIC		42752	9/10-10/10/RES PARK	1,173.76	
40816	10/31/11		5,548.31	PALACE ART & OFFICE SUPPLY		42662	CR OFFICE SUPPLY/OPS	-30.11	
						42663	OFFICE SUPPLY/LEGAL	105.77	
						42664	OFFICE SUPPLY/LEGAL	34.17	
						42665	OFFICE SUPPLY/FL	790.06	
						42753	OFFICE SUPPLY/PT	108.00	
						42754	OFFICE SUPPLY/PT	108.00	
						42755	OFFICE SUPPLY/PT	356.29	
						42756	CLEAN SUPPLY/PT	57.28	
						42757	CR CLEAN SUPPLY/PT	-57.28	
40817	10/31/11		595.67	PRINT SHOP SANTA CRUZ		42758	OFFICE SUPPLY/OPS	4,076.13	
40818	10/31/11		471.98	PROBUILD		42661	NCR FORMS/OPS	595.67	
						42666	RPRS & MAINT/FAC	18.21	
						42667	RPRS & MAINT/FAC	9.35	
						42668	RPRS & MAINT/FAC	7.40	
						42669	RPRS & MAINT/FAC	70.29	
						42670	RPRS & MAINT/FAC	25.37	
						42671	RPRS & MAINT/FAC	187.95	
						42672	RPRS & MAINT/FAC	90.86	
						42673	RPRS & MAINT/FAC	26.59	
						42674	RPRS & MAINT/FAC	25.48	
						42728	RPRS & MAINT/FAC	10.48	
40819	10/31/11		219.52	ROBERT HALF MANAGEMENT RESOURCE		42675	TEMP/FIN W/E 9/23 RL	219.52	
40820	10/31/11		24,861.23	S.C. FUELS		42686	DIESEL 10/6/11	24,861.23	
40821	10/31/11		776.75	SALINAS VALLEY FORD SALES		42738	REV VEH PARTS/FL	776.75	
40822	10/31/11		1,776.07	SANTA CRUZ AUTO PARTS, INC.		42677	REV VEH PARTS/FL	110.34	
						42678	REV VEH PARTS/FL	58.51	
						42679	REV VEH PARTS/FL	40.19	
						42680	REV VEH PARTS/FL	7.10	
						42681	REV VEH PARTS/FL	16.56	
						42682	REV VEH PARTS/FL	194.65	
						42683	REV VEH PARTS/FL	265.66	
						42684	REV VEH PARTS/FL	917.91	
						42685	REV VEH PARTS/FL	64.90	
						42759	REV VEH PARTS/PT	100.25	
40823	10/31/11		15.00	SANTA CRUZ COUNTY LAW LIBRARY		42687	QUARTERLY COPY CHARGE	15.00	
40824	10/31/11		7,786.63	SANTA CRUZ MUNICIPAL UTILITIES		42729	BUS STOP BINS	502.56	
						42730	9/14-10/13 MMF	293.83	
						42731	9/14-10/13 VERNON	48.53	

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

DATE: 10/01/11 THRU 10/31/11

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
40825	10/31/11	299.34 001976		SPORTWORKS NORTHWEST, INC.		42732	9/14-10/13 VERNON	439.88	
40826	10/31/11	1,850.00 080		STATE BOARD OF EQUALIZATION		42733	9/14-10/13 1200A RVR	2,628.81	
40827	10/31/11	116.15 366		TENNANT COMPANY		42734	9/14-10/13 1200B RVR	567.15	
						42735	9/14-10/13 PACIFIC	1,986.79	
						42736	9/14-10/13 PACIFIC	92.63	
						42737	9/14-10/13 MMF	1,226.45	
						42676	REV VEH PARTS/FL	299.34	
						42739	JUL-SEP USE TAX	1,850.00	
						41873	INV.#910118586	-118.21	
						42688	CLEAN SUPPLY/FAC	234.36	
						42689	EMPLOY EXAM/OPS	75.00	
						42690	EMPLOY EXAM/HR	92.16	
						42691	EMPLOY EXAM/OPS	75.00	
						42692	EMPLOY EXAM/OPS	75.00	
						42693	EMPLOY EXAM/OPS	75.00	
						42740	EMPLOY EXAM/HR	92.16	
						42762	EMPLOY EXAM/PT	75.00	
						42763	EMPLOY EXAM/OPS	75.00	
						42694	OCT TIRES & TUBES/FL	59.68	
						42695	OCT TIRES & TUBES/FL	743.96	
						42696	OCT TIRES & TUBES/FL	348.59	
						42697	OCT TIRES & TUBES/FL	386.43	
						42698	OCT TIRES & TUBES/FL	2,038.18	
						42699	OCT TIRES & TUBES/FL	259.24	
						42700	OCT TIRES & TUBES/FL	1,149.50	
						42701	OCT TIRES & TUBES/FL	784.29	
						42702	OCT TIRES & TUBES/FL	1,528.64	
						42703	OCT TIRES & TUBES/FL	259.24	
						42760	SEP TIRES & TUBES/PT	649.53	
						42761	OCT TIRES & TUBES/PT	17.50	
						42764	4246044555645971	572.85	
						42741	10/12-11/08 RENTAL	10.96	
						42704	REV VEH PARTS/FL	62.70	
						42742	MT BIEWLASKI	54.43	
						42743	PC CARDS/ADMIN	90.02	
						42745	NOV 11 VSP	10,615.00	
						42706	SUBSCRIPT/LEGAL	189.88	
						42705	PROF SVCS/RISK	128.70	
						42744	REV VEH PARTS/FL	89.95	
						42707	CLEAN SUPPLY/FAC	296.04	
							TOTAL CHECKS	291	1,521,340.51

TOTAL 1,521,340.51

ACCOUNTS PAYABLE

TOTAL CHECKS 291 1,521,340.51

TOTAL

GOVERNMENT TORT CLAIM

RECOMMENDED ACTION

TO: Board of Directors

FROM: District Counsel

RE: Claim of: Emme, Raymond
Date of Incident: 7/13/2011

Received: 1/13/2012 Claim #: 12-0002
Occurrence Report No.: MISC 12-01

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

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

By Margaret Gallagher
Margaret Gallagher
DISTRICT COUNSEL

Date: 1.20.12

I, Anthony Tapiz, do hereby attest that the above Claim was duly presented to and the recommendations were approved by the Santa Cruz Metropolitan Transit District's Board of Directors at the meeting of January 27, 2012.

By _____
Anthony Tapiz
RECORDING SECRETARY

Date: _____

MG/lg
Attachment(s)



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

2012 JUN 13 PM 1:19

SANTA CRUZ METRO
ADMIN DEPARTMENT

CLAIM FOR DAMAGES

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

Claim # 12-0002
(To be completed by METRO staff)

Please Print or Type:

The name and post office address of the claimant:

Claimant's Legal First Name: RAYmond

Claimant's Legal Last Name: EMME

Address to which notices are to be sent: _____

Telephone (Home): _____

Telephone (Business/Cell): _____

Section 111 of the Medicare, Medicaid and SCHIP Extension Act of 2007 (MMSEA), a new federal law that became effective January 1, 2009, requires that the Santa Cruz Metropolitan Transit District report specific information about Medicare beneficiaries who have other insurance coverage. This reporting is to assist Centers for Medicare and Medicaid Services and other insurance plans to properly coordinate payment of benefits among plans so that (your) claims are paid promptly and correctly. We are asking you to answer the following questions so that we may comply with this law.

I QUALIFY BECAUSE OF MY AGE BUT I DO NOT USE IT
Are you presently, or have you ever been, enrolled in Medicare Part A or B? Yes or No
I HAVE NO PRIVATE INSURANCE

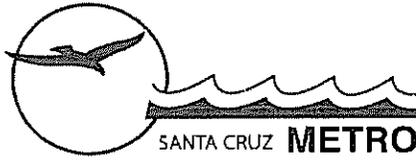
IF YES, please provide the following information:

Medicare Claim Number: This is a defAMATION LAWSUIT

Date of Birth: _____

Social Security Number: This is a defAMATION LAWSUIT

Gender: M or F



Claimant Name: RAYMOND EMME

CLAIM FOR DAMAGES

The date, place and other circumstances of the occurrence or transaction that gave rise to the claim asserted:

Date of Incident/Accident: JULY 13, 2011

Time of Incident/Accident: ABOUT ONE AM PM

Location of Incident/Accident

Street/City: AISLE ONE BY INFORMATION BOOTH
SANTA CRUZ METRO STATION

A general description of the indebtedness, obligation, injury, damage or loss incurred so far as it may be known at the at the time of presentation of the claim. Please state the known facts surrounding the loss and use additional paper if needed. THERE WILL BE A NUMBER OF CAUSES OF ACTION. SEE ATTACHED PAGES.

AS I BOARDED A #16 BUS ON JULY 13, 2011, ONE P.M., I PASSED BY " " A RETIRED SUPERVISOR WHO WAS SPEAKING WITH " " A WHITE SECURITY GUARD AND A 20-OR-30 YEAR OLD HISPANIC MALE SECURITY GUARD, A 6 FOOT TALL LARGE MAN. ALSO WITH THEM WAS A BURLY 50-OR-60 YEAR OLD WHITE BUS DRIVER WITH THE NUMBER 461. THE GIST OF " " SPEECH AS I SAT 10 MINUTES ON THE BUS WAS THAT I WAS A "FAGGOT" AND HE WAS PRESENTING "PROOF." "Ah, he's a FAGGOT!"[#] summed up AT ONE POINT. " " A WHITE DRIVER ALSO CAME OVER TO GREET " " "DUTCH" DID NOT JOIN THE HATE FEST.

" " WAS A GREAT SOUL. HE IS ONE OF ABOUT 10 DRIVERS WHO TREATS ME WITH HUMAN DECENCY. (SEE ATTACHED)



Claimant Name: RAYMOND EMME

CLAIM FOR DAMAGES

The name or names of the METRO employee or employees causing the injury, damage, or loss, if known:

AND THE SCMTD AS A PUBLIC ENTITY
TOP SUPERVISORS

If the claim totals less than \$10,000, the amount claimed as of the date of the presentation of the claim: \$ _____

If the amount exceeds \$10,000, this claim would be: Less than \$25,000 (Limited Civil Case) More than \$25,000

Claimant: RAYMOND EMME
Signature/Print Name

Date: JANUARY 13, 2012

Attorney or Representative: IN PRO PER
Signature/Print Name

Date: _____

(CONTINUED)

" " IS A PEAR-SHAPED MAN WHOSE PALE SKIN gives him the APPEARANCE OF AN UNDERTAKER. THIS UNEDUCATED SADIST USED HIS JOB AS SCMTD SUPERVISOR TO DEMEAN AND EXCORIATE PLAINTIFF FOR WELL OVER 20 YEARS. PROOF OF HIS OBSESSION IS: COMES "OUT OF RETIREMENT" IN THE JULY 13, 2011 INCIDENT TO SPEND 15 MINUTES WITH FOUR NEWER EMPLOYEES TO INDOCTRINATE THEM WITH "PROOF" PLAINTIFF, A BUS PASSENGER, IS A "HOMOSEXUAL."

I AM A "SAFE TARGET" FOR THE BULK OF SCMTD EMPLOYEES BECAUSE I AM WHITE AND KNOWN NOT TO FILE COMPLAINTS. ON SEPTEMBER 30, 2011 I WAS CALLED THE SPANISH WORD FOR "HOMOSEXUAL" AS I WALKED PAST A MEXICAN BUSDRIVER IN THE METRO CENTER, ABOUT 3 MONTHS AGO I SAT IN THE BACK OF A METRO BUS AS A DIABETIC MAN, " " WHO USES A CANE TO WALK BOARDED. THE FEMALE BUSDRIVER

WAS SPEAKING TO " " ABOUT ME, CALLING ME AN "old homosexual," MY POINT IS THIS HAPPENS TO PLAINTIFF ON MOST DAYS. USUALLY WHITE FEMALES ARE CORNERED BY BUSDRIVERS AND SUPERVISORS TO BE "INFORMED"

ABOUT PLAINTIFF. I HAVE TO THEN ENDURE "OH! HE SUCKS PEOPLE OFF!" THEN THE HYSTERICAL LAUGHTER.

IT IS CERTAINLY NOT TIME-BARRED FOR PURPOSES OF THE TORT CLAIMS REQUIREMENT. THE "FELLATIO" SLANDER per se IS UBIQUITOUS, RELENTLESS, CONTINUING TORTIOUS BEHAVIOR WITH THE INTENT TO DEPRIVE ME OF MY CONSTITUTIONAL RIGHT TO TRAVEL. FOLLOWING WILL BE MY CAUSES OF ACTION FOR THE COMING CIVIL COURT TRIAL AGAINST THE 12 TORTFEASOR-RESPONDENTS AND THE SMTD,

Claim One: ALL RESPONDENTS OF
THE SCMTD I AM SUING WERE
PART OF A CONSPIRACY TO SLANDER
PLAINTIFF BY USING THE INSTRUMENTALITY
OF A PUBLIC TRANSIT SYSTEM TO HUMILIATE
AND OPPRESS HIM WITH A HORRIFIC
SEXUAL RUMOR THAT HE PERFORMED
"FELLATIO ON STRANGERS". THIS WAS
DONE ON A MASSIVE SCALE WITH
MALICE IN ORDER TO DEPRIVE PLAINTIFF
OF HIS RIGHT TO TRAVEL AS STATED
IN THE CALIFORNIA AND FEDERAL
CONSTITUTIONS. MY CLAIM OF A
CONSPIRACY TO SLANDER IS BASED ON
THE CONTINUING TORT DOCTRINE.

Claim Two: I SUE ALL RESPONDENTS
FOR VIOLATIONS OF MY CIVIL RIGHTS
UNDER THE TOM BANE ACT,
CALIFORNIA CIVIL CODE § 52.1

CLAIM THREE

ALSO I sue Respondents under
The RALPH Civil Rights ACT,
CALIFORNIA CIVIL CODE § 50.7

CLAIM FOUR: I sue Above Respondents
AND the SCMTD FOR VIOLATIONS OF
CALIFORNIA CIVIL CODE § 51.9 which
prohibits Sexual HARASSMENT when
there is a "SPECIAL RELATIONSHIP"
Such as a COMMON CARRIER AND PASSENGER.
IN MY CASE INJURIOUS FALSEHOOD
WAS used to deprive me of my
RIGHT to TRAVEL.

CLAIM FIVE: INTENTIONAL INFLECTION
OF EMOTIONAL DISTRESS AGAINST a
bus PASSENGER by REFERRING to him
as a "COCKSUCKER" and a "FAGGOT"
With such a voluminous and
CONTINUING HATRED as to enter
The REALM OF ATROCITY.

claim six

Respondents Intentionally, with MALICE
 BREACHED the CONTRACT of COMMON CARRIER
 BY TORTIOUS INTERFERENCE WITH PLAINTIFFS
 RIGHT TO TRAVEL IN PEACE and ANONYMITY.
 ALL THIS WAS DONE BECAUSE he is WHITE
 and OF THE POOR WHITE CLASS.

CLAIM SEVEN: THE CONSPIRACY TO

SLANDER PLAINTIFF FROM 1984 UP TO
 THE PRESENT DATE ON THE TORT CLAIMS FORM
 IS ACTIONABLE UNDER THE CONTINUING
 TORT DOCTRINE. EACH NEW BUSDRIVER
 WOULD BE TOLD PLAINTIFF WAS A
 "FAGGOT." IT WAS RELENTLESS.

THUS I SUE ALL 12 RESPONDENTS
 AND SCMTD AS A PUBLIC ENTIT
 FOR GROSS VIOLATIONS OF
CALIFORNIA CIVIL CODE § 2100.

IN THAT CODE SECTION IT MAKE
 IT A MANDATORY DUTY NOT
 INFLICT ABUSE, THREATS AND
 CONTINUING HATRED ON A **62.9** PASSENGER

CLAIM EIGHT: U.S.C.A., TITLE 42,
SECTION 1983. I sue SCMTD
and the 12 respondents for
depriving me of a basic right
of national citizenship: the
right to travel. It is not a
little ironic that one of my
most rabid tormentors for
25 years came to my country
as an illegal alien from
South America — " — " this
supervisor, and bosom buddy
of . . . called.

CLAIM NINE: U.S.C.A., TITLE 42,
§ 1985 (3) A conspiracy by
sheer numbers of SCMTD
employees acting in concert
with a common design to
deprive me of my basic
rights in the Equal Protection
clause of the Fourteenth Amendment

Claim Twelve: CALIFORNIA GOVT CODE § 815.6

BECAUSE ALL RESPONDENTS HAD A
NON-DELEGABLE DUTY TO TREAT
BUS PASSENGERS WITH DIGNITY AND
COURTESY AS STATED IN BOTH CASE
LAW IN CALIFORNIA AND THE CIVIL
CODE § 2100 IT WAS A MANDATORY
DUTY NOT TO ABUSE PASSENGERS.

chose to SCURRY
AROUND HIS OFFICES LOOKING AT
ROSA PARKS IN A PHOTO, WHILE
FAVORITE ADVICE
TO HER DRIVERS WAS: "COVER YOUR ASS!
I WAS RECEIVING OPPROBRIUM, A
PATTERN OF DEATH THREATS, STALKINGS,
(AND ONE INCIDENT IN 2005 MUCH, MUCH
WORSE). THEY FLAUNTED AND MOCKED
THE GOVERNMENT CODE, JUST TO MAKE
ME A CRUCIBLE. I THEREFORE BASE
THIS CLAIM ON GOVT. CODE § 815.6
AGAINST ALL RESPONDENTS AND SCMTD.

6-2-12

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: January 27, 2012
TO: Board of Directors
FROM: Angela Aitken, Finance Manager & Acting Assistant General Manager
SUBJECT: SANTA CRUZ METRO SYSTEM RIDERSHIP REPORT FOR NOVEMBER 2011

I. RECOMMENDED ACTION

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

II. SUMMARY OF ISSUES

- Total ridership for the month of November 2011 was 504,759, which is a decrease of 31,704 riders or 5.91% versus November 2010. System Daily Averages for November include:
 - 19,749 riders per Weekday, a loss of 5.54% (1,157 riders)
 - 9,838 riders per Saturday, a loss of 4.30% (443 riders)
 - 7,732 riders per Sunday, a loss of 12.64 % (1,119 riders)
- Highway 17 Express ridership for the month of November 2011 was 29,950, which is an increase of 5,887 riders, or 24.46%, from November 2010. Daily averages include:
 - 1,103 riders per Weekday, a gain of 28.56% (245 riders)
 - 642 riders per Saturday, a gain of 35.23% (167 riders)
 - 779 riders per Sunday, a loss of 5.26% (43 riders)
- UCSC students and staff/faculty generated 256,719 rides in November 2011, a loss of 4.38%. Revenue generated from UCSC was \$327,603.21, a 4.71% decrease from November 2010.
- Overall, system wide ridership experienced a YTD decrease of 2.61% in part due to a service reduction that was implemented on September 15, 2011 which resulted in 8.2% less service than in the prior year.

III. DISCUSSION

In the twenty-two (22) weekdays, four (4) Saturdays, and four (4) Sundays of November 2011, Santa Cruz METRO's total ridership was 504,759 riders. This was a loss from the previous year, decreasing by 31,704 riders or 5.91%. The month over month loss in ridership was expected considering that transit service available to the public is 8.2% less than in November 2010. FY12 YTD ridership is under FY11 by 2.61%.

Attachment A shows that during November 2011, Santa Cruz METRO averaged 19,749 riders per Weekday. This was a loss from the previous November of 5.54% which is most likely due to recently implemented service reductions. Weekends experienced losses of 4.30% and 12.64% on Saturdays and Sundays respectively, as fall weather and holidays altered weekend travel.

Attachment A also shows Highway 17 Express total ridership at 29,950 riders, a new all time record for the month of November. This was a gain from the previous year, increasing by 5,887 riders or simply 24.46%.

FY12 average weekday ridership on the Highway 17 Express was 1,103 riders per weekday, a 28.56% increase per weekday in FY11. Simultaneously Highway 17 Express has seen gains of 35.23% in riders on Saturdays and a 5.26% loss in riders on Sundays. These variations in ridership could possibly be due to sustained higher gas prices leading to changing commute patterns, and weekend travel demands from UCSC students and holiday travel. Also these increases are inflated in part due to undercounts in the FY11 Highway 17 Express ridership figures. FY11 ridership figures were artificially low due to farebox programming problems. This now leads to artificially high ridership increases when FY11 and FY12 figures are compared. The programming issue was resolved with the installation of the new GFI Odyssey fareboxes in December 2010.

Attachment B shows UCSC ridership decrease over November 2010, mainly due to less transit service available to the university. In November 2011, UCSC generated 256,719 rides between students and staff/faculty. This accounts for 50.9% of Santa Cruz METRO's total ridership count. On School Term Days, ridership decreased 3.8%, while Weekdays and Weekends also saw losses of 4.2% and 5.62% in ridership respectively. Total revenue derived from UCSC in November 2011 was \$327,603.21, a 4.71% decrease from November 2010.

Attachment C depicts Weekday, Saturday, and Sunday ridership by route. Many of Santa Cruz METRO's main-lines service are well ridden while overall ridership is experiencing a loss over the previous year. Overall, system wide ridership YTD decreased 2.61% in part due to a service reduction that was implemented on September 15, 2011 which resulted in 8.2% less service than in the prior year.

IV. FINANCIAL CONSIDERATIONS.

Revenue derived from passenger fares and passes is reflected in the FY12 Revenue.

V. ATTACHMENTS

Attachment A: Monthly Ridership Summary

Attachment B: UCSC Ridership Summary

Attachment C: Ridership by Route

Prepared by: Erich Friedrich, Jr. Transportation Planner.
Date Prepared: December 6, 2011

Monthly Ridership Summary

NOVEMBER 01, 2011 - NOVEMBER 30, 2011

Calendar Operating Days

	This Year	Last Year
Weekdays	22	22
Saturdays	4	4
Sundays	4	4

Bikes and Mobility Devices

	This Year	Last Year
Bikes	14,308	17,567
Mobility Dev.	1,539	1,903

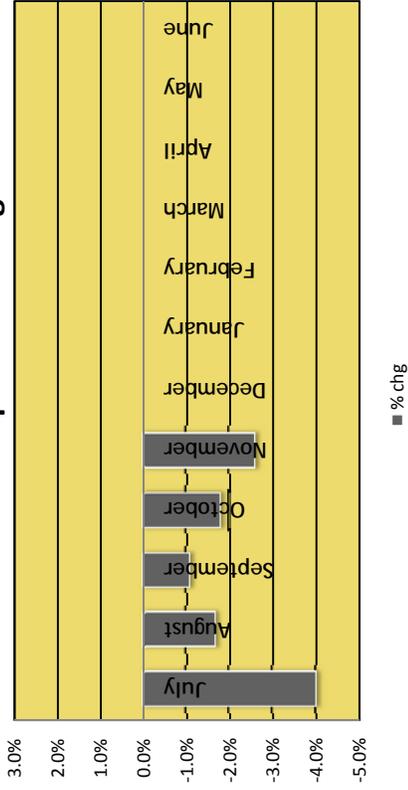
Monthly System Totals

	Monthly Totals		
	This Year	Last Year	% Change
Local Fixed Route	474,809	512,400	-7.34%
AMTRAK/Highway 17 Express	29,950	24,063	24.46%
System Total	504,759	536,463	-5.91%

System Daily Averages

	Weekdays			Saturday			Sunday		
	This Year	Last Year	% Change	This Year	Last Year	% Change	This Year	Last Year	% Change
Local Fixed Route	18,646	20,048	-6.99%	9,196	9,806	-6.22%	6,954	8,030	-13.40%
AMTRAK/Highway 17 Express	1,103	858	28.56%	642	475	35.23%	779	822	-5.26%
System Total	19,749	20,906	-5.54%	9,838	10,280	-4.30%	7,732	8,851	-12.64%

Total Ridership YTD % Change



Year to Date Totals

	This Year	Last Year	Difference	% Change
	2,065,959	2,152,170	-86,211	-4.01%
	144,501	117,437	27,064	23.05%
System Total	2,210,460	2,269,607	-59,147	-2.61%

UCSC Ridership Summary

NOVEMBER 01, 2011 -NOVEMBER 30, 2011

Calendar Operating Days

	This Year	Last Year
School Term Days	19	19
Weekdays	22	22
Weekend Days	8	8

UCSC Revenue

	This Year	Last Year	\$ Difference	% Change
Student Billing	\$310,781.48	\$315,888.50	-\$5,107.02	-1.62%
Staff Billing	\$14,224.78	\$14,862.85	-\$638.07	-4.29%
Night Owl Service	\$0.00	\$9,662.40	-\$9,662.40	-100.00%
Route 20D Service	\$2,596.95	\$3,376.09	-\$779.14	-23.08%
Total	\$327,603.21	\$343,789.84	-\$16,186.63	-4.71%

UCSC Monthly System Totals

	Monthly Totals			
	This Year	Last Year	Difference	% Change
Students	245,483	256,403	-10,920	-4.26%
Staff & Faculty	11,236	12,064	-828	-6.86%
Total	256,719	268,467	-11,748	-4.38%

Year to Date Totals

	This Year	Last Year	Difference	% Change
Students	801,559	810,410	-8,851	-1.09%
Staff & Faculty	66,056	63,788	2,268	3.56%
Total	867,615	874,198	-6,583	-0.75%

UCSC Service

	METRO	UCSC	Proportion
Service Hours	15,818	3,965	25.1%
Ridership	504,759	256,719	50.9%

UCSC System Daily Averages

	School Term Days			Weekdays				
	This Year	Last Year	Difference	% Change	This Year	Last Year	Difference	% Change
Students	11,023	11,450	-427	-3.73%	3,887	4,108	-221	-5.38%
Staff & Faculty	534	563	-29	-5.07%	108	125	-16	-13.54%
Total	11,557	12,013	-456	-3.80%	3,995	4,233	-238	-5.62%

6-3.b1

**Attachment C
Ridership by Route**

NOVEMBER 01, 2011 - NOVEMBER 30, 2011

Route	Corridor	Weekday Ridership	Weekday Average	Saturday Ridership	Saturday Average	Sunday Ridership	Sunday Average	Monthly Ridership
10	UCSC via High St.	29,231	1,329	1,669	417	1,656	414	32,556
15	UCSC via Laurel West	45,834	2,083					45,834
16	UCSC via Laurel East	83,852	3,811	9,044	2,261	37	9	92,933
19	UCSC via Lower Bay	32,470	1,476	4,952	1,238	6,102	1,526	43,524
3	Mission/Beach	2,663	121					2,663
4	Harvey West/Emeline	4,156	189	111	28	3,818	955	8,085
8	Emeline	149	7					149
12A	UCSC East Side District	1,256	57					1,256
20	UCSC via West Side	20,368	926	2,873	718	99	25	23,340
20D	UCSC via West Side Supp.	9,984	454					9,984
30	Graham Hill/Scotts Valley	754	34					754
33	Lompico SLV/Felton Faire	391	18					391
34	South Felton	52	2					52
35/35A	Santa Cruz/Scotts Valley/SLV	28,846	1,311	3,427	857	2,306	577	34,579
40	Davenport/North Coast	1,218	55	27	7	2,763	691	4,008
41	Bonny Doon	1,995	91	56	14	34	9	2,085
42	Davenport/Bonny Doon	198	9	58	15	45	11	301
54	Capitola/Aptos/La Selva Beach	191	9	74	19	65	16	330
55	Rio Del Mar	3,849	175					3,849
56	La Selva Beach	446	20					446
66	Live Oak via 17th	11,943	543	2,243	561	51	13	14,237
68	Like Oak via Broadway/Portola	8,058	366	550	138	1,525	381	10,133
69A	Cap. Road/Cabrillo/Watsonville	19,110	869	1,426	357	426	107	20,962
69W	Capitola Road/Watsonville	23,786	1,081	2,193	548	1,235	309	27,214
71	Santa Cruz to Watsonville	63,432	2,883	7,135	1,784	1,604	401	72,171
72	Corralitos	2,066	94					2,066
74	Ohlone Parkway/Rolling Hills	1,362	62					1,362
75	Green Valley Road	6,068	276	945	236	6,049	1,512	13,062
79	East Lake	2,199	100					2,199
91x	Santa Cruz/Watsonville Express	4,284	195					4,284
Hwy 17	AMTRAK/Hwy 17 Express	24,268	1,103	2,568	642	3,114	779	29,950
Monthly Total		434,479	19,749	39,351	9,838	30,929	7,732	504,759
Previous Year		459,937	20,906	41,121	10,280	35,405	8,851	536,463
% Change		-5.54%	-5.54%	-4.30%	-4.30%	-12.64%	-12.64%	-5.91%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: January 27, 2012
TO: Board of Directors
FROM: April Warnock, Paratransit Superintendent
SUBJECT: METRO PARACRUZ OPERATIONS STATUS REPORT–NOVEMBER 2011

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. This service had been delivered under contract since 1992.
- Discussion of ParaCruz Operations Status Report.
- Attachment A: On-time Performance Chart displays the percentage of pick-ups within the “ready window” and a breakdown in 5-minute increments for pick-ups beyond the “ready window”. The monthly Customer Service Reports summary is included.
- Attachment B: Report of ParaCruz’ operating statistics. Performance Averages and Performance Goals are reflected in the Comparative Operating Statistics Table in order to establish and compare actual performance measures, as performance is a critical indicator as to ParaCruz’ efficiency.
- Attachments C and D: ParaCruz Performance Charts displaying trends in rider-ship and mileage spanning a period of three years.
- Attachment E: Current calendar year’s statistical information on the number of ParaCruz in-person eligibility assessments, including a comparison to past years, since implementation in August of 2002.

III. DISCUSSION

From October 2011 to November 2011, ParaCruz rides decreased by 884 rides. The decrease in rides does trend with the previous two years, but with a sharper decrease in the actual number of rides. The number of rides performed in November 2011 was 406 less than the number of rides performed in November 2010.

Call Center statistics are available only on a monthly basis at this time, reflecting that we experienced problems with the phone system attributed to wiring issues that have been identified. Corrective measures have been taken, but the disruption to the system makes cumulative data unavailable at this time.

IV. FINANCIAL CONSIDERATIONS

NONE

V. ATTACHMENTS

- Attachment A:** ParaCruz On-time Performance Chart
- Attachment B:** Comparative Operating Statistics Table
- Attachment C:** Number of Rides Comparison Chart and Shared vs. Total Rides Chart
- Attachment D:** Mileage Comparison Chart and Year to Date Mileage Chart
- Attachment E:** Eligibility Chart

ATTACHMENT A

Board of Directors
Board Meeting January 27, 2012

ParaCruz On-time Performance Report		
	November 2010	November 2011
Total pick ups	7993	7587
Percent in “ready window”	96.03%	95.97%
1 to 5 minutes late	1.69%	1.91%
6 to 10 minutes late	1.15%	1.05%
11 to 15 minutes late	.55%	.49%
16 to 20 minutes late	.23%	.33%
21 to 25 minutes late	.21%	.14%
26 to 30 minutes late	.06%	.08%
31 to 35 minutes late	.06%	.00%
36 to 40 minutes late	.01%	.00%
41 or more minutes late (excessively late/missed trips)	.00%	.03%
Total beyond “ready window”	3.97%	4.03%

During the month of November 2011, ParaCruz received twelve (12) Customer Service Reports. Three (3) of the reports were valid complaints, seven (7) of the reports were not valid, and two (2) of the reports were compliments.

ATTACHMENT B

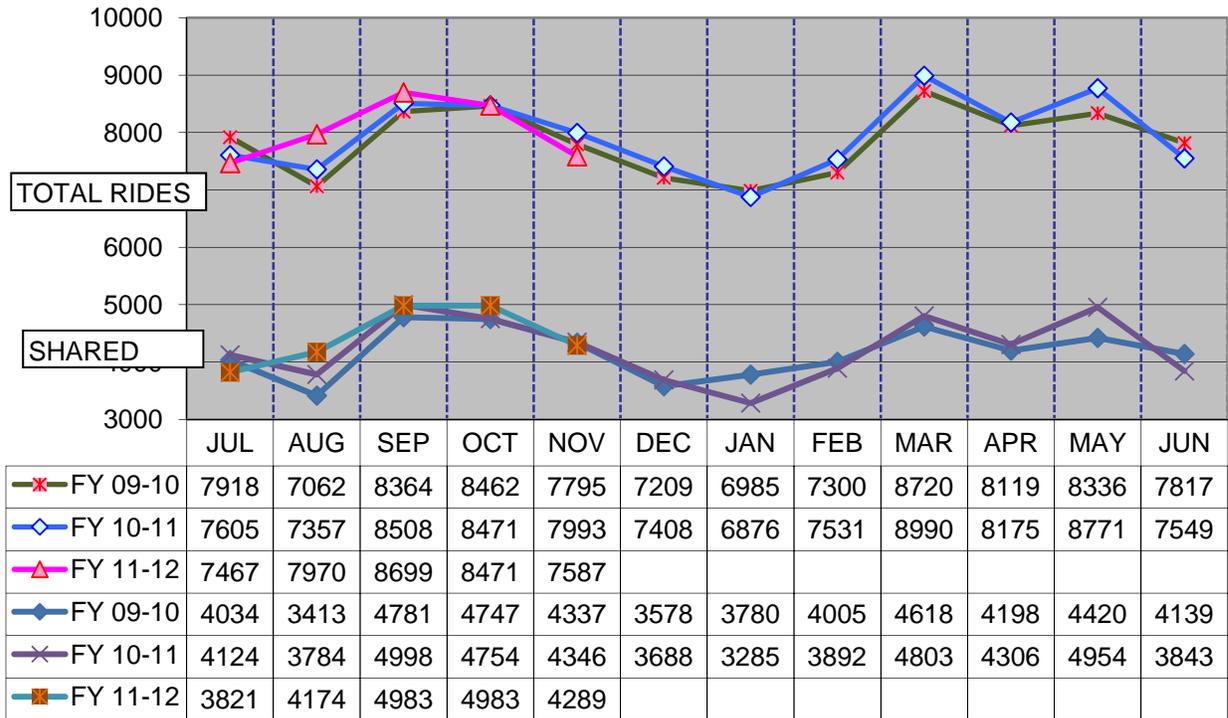
Board of Directors
Board Meeting January 27, 2012

Comparative Operating Statistics This Fiscal Year, Last Fiscal Year through November 2011.

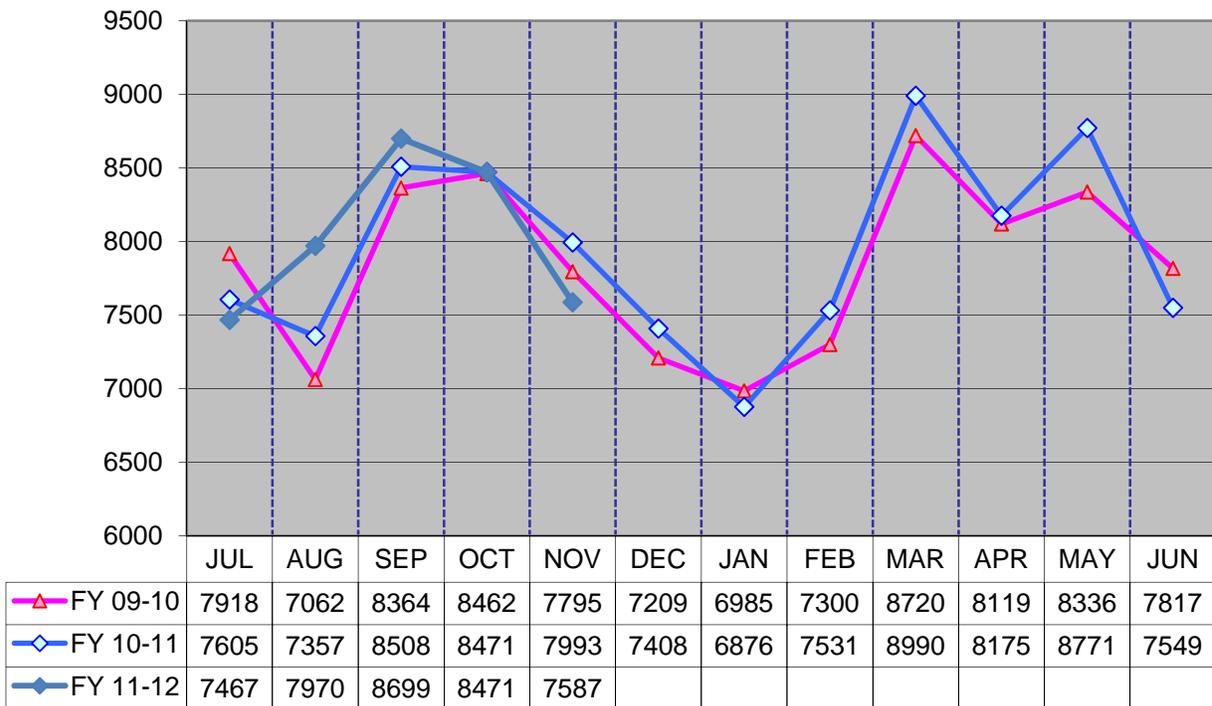
	Nov 10	Nov 11	Fiscal 10-11	Fiscal 11-12	Performance Averages	Performance Goals
Requested	8843	8449	41,992	42,497	8547	
Performed	7993	7587	39,931	40,193	7958	
Cancels	20.98%	19.6%	17.52%	17.33%	18.27%	
No Shows	1.65%	2.91%	2.05%	3.05%	2.69%	Less than 3%
Total miles	50,800	50,944	261,437	271,282	53,647	
Av trip miles	4.78	4.84	4.92	4.85	4.89	
Within ready window	96.25%	95.97%	96.24%	95.12%	95.03%	92.00% or better
Excessively late/missed trips	0	2	9	10	2.58	Zero (0)
Call center volume	6089	5894	29,195	29,848	N/A	
Call average seconds to answer	56 secs	25 secs	1 min 02 secs	28 secs	N/A	Less than 2 minutes
Hold times less than 2 minutes	94.81%	97.5%	94.67%	96.8%	N/A	Greater than 90%
Distinct riders	801	659	1394	1203	781	
Most frequent rider	60 rides	55 rides	293 rides	238 rides	52 rides	
Shared rides	63.7%	65.6%	64.1%	65.0%	62.59%	Greater than 60%
Passengers per rev hour	2.2	2.01	2.23	2.04	1.98	Greater than 1.6 passengers/hour
Rides by supplemental providers	10.57%	15.57%	9.15%	12.78%	11.15%	No more than 25%
Vendor cost per ride	\$20.79	\$22.85	\$20.76	\$21.06	\$21.83	
ParaCruz driver cost per ride (estimated)	\$24.19	\$26.21	\$26.86	\$26.78	\$23.56	
Rides < 10 miles	71.46%	70.30%	69.71%	69.18%	68.53%	
Rides > 10	28.54%	29.70%	30.29%	30.82%	31.30%	

ATTACHMENT C

TOTAL RIDES vs. SHARED RIDES

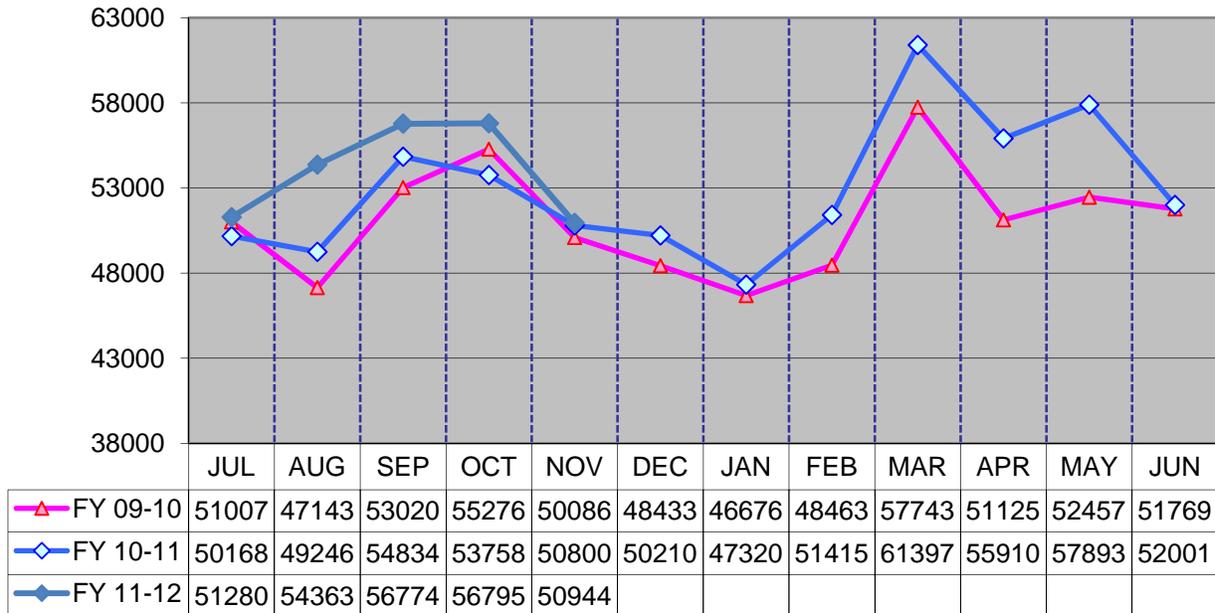


NUMBER OF RIDES COMPARISON CHART

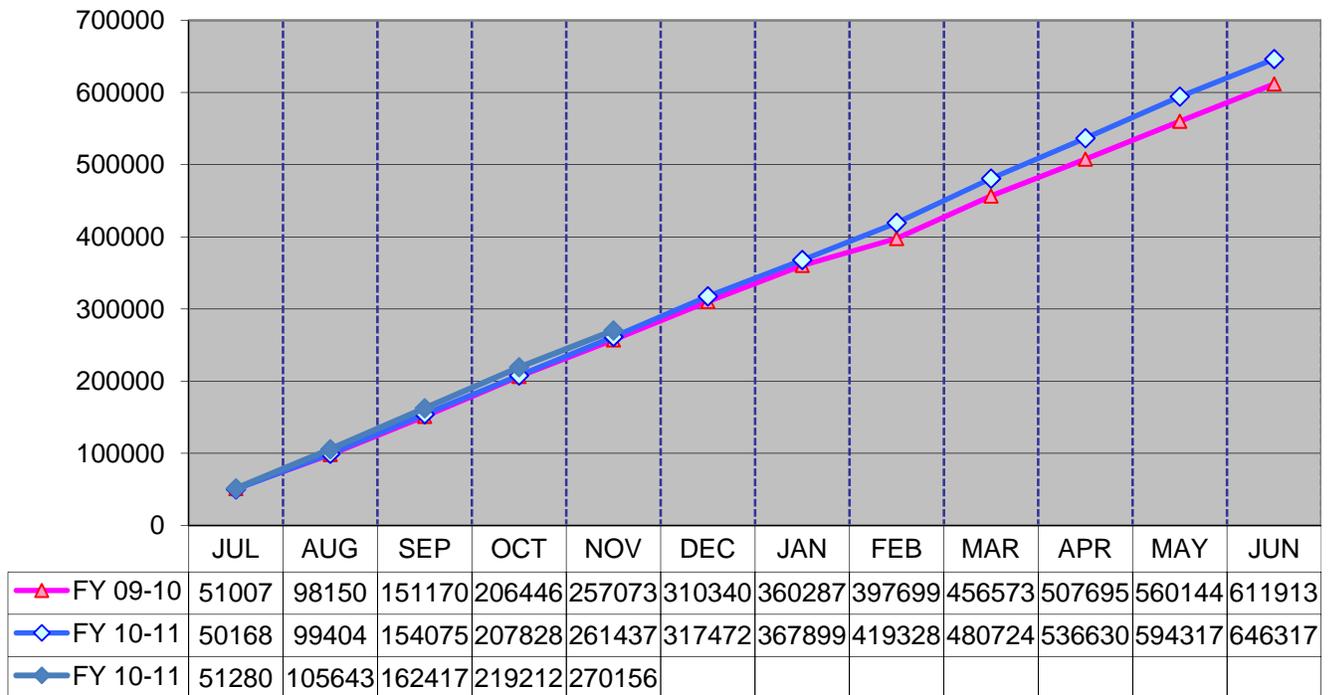


ATTACHMENT D

MILEAGE COMPARISON



YEAR TO DATE MILEAGE COMPARISON CHART



ATTACHMENT E

MONTHLY ASSESSMENTS						
	UNRESTRICTED	RESTRICTED CONDITIONAL	RESTRICTED TRIP BY TRIP	TEMPORARY	DENIED	TOTAL
NOVEMBER 2010	45	0	4	5	1	55
DECEMBER 2010	32	0	7	5	0	44
JANUARY 2011	43	3	4	4	0	54
FEBRUARY 2011	41	2	14	4	0	61
MARCH 2011	43	3	5	7	0	58
APRIL 2011	44	0	3	4	0	51
MAY 2011	49	1	4	2	0	56
JUNE 2011	48	0	4	0	0	52
JULY 2011	54	0	0	1	0	55
AUGUST 2011	66	0	3	0	1	70
SEPTEMBER 2011	48	0	7	2	0	57
OCTOBER 2011	59	0	4	0	0	63
NOVEMBER 2011	64	0	3	6	1	74

NUMBER OF ELIGIBLE RIDERS	
YEAR	ACTIVE
2006	5315
2007	4820
2008	4895
2009	5291
2010	3314

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: January 27, 2012

TO: Board of Directors

FROM: Tove Beatty, Grants/Legislative Analyst
Thomas Hiltner, Grants/Legislative Analyst

SUBJECT: STATUS REPORT OF ACTIVE GRANTS AND SUBMITTED GRANT PROPOSALS FOR DECEMBER 2011

I. RECOMMENDED ACTION

This report is for informational purposes only. Active grants and grant proposals are current as of January 18, 2012. No action is required.

II. SUMMARY OF ISSUES

- Santa Cruz METRO relies upon grant funding from other agencies for more than 25% of its FY12 operating revenue and nearly 80% of its FY12 capital funding.
- A list of Santa Cruz METRO's active grants (Attachment A) and a list of grant proposals for new funds (Attachment B) are provided monthly in order to apprise the Board of the status of grants funding.
- Santa Cruz METRO has active grant awards totaling \$44,469,006.
- Items in **bold** on Attachments A and B depict changes from last month's report.
- Santa Cruz METRO staff is developing new operating and capital projects for approximately \$12,047,369 in grant program funding.

III. DISCUSSION

Santa Cruz METRO relies upon grants from a number of other entities throughout the year for more than 25% of its FY12 operating revenue and over 80% of its FY12 capital funding. Programs such as the Transportation Development Act (TDA) and the Federal Transit Administration (FTA) urbanized area program annually allocate funds by formula while others such as the Monterey Bay Unified Air Pollution Control District's AB2766 Motor Vehicle Emissions Reduction Program and the California Department of Transportation (Caltrans) discretionary planning grants are competitively awarded based on merit. Santa Cruz METRO relies on both formula and discretionary grant revenue to support its operating and capital budgets.

This staff report is to apprise the Board of Directors of active grants funding current projects and proposed grants for new projects and ongoing operating costs. **Attachment A** lists all of Santa Cruz METRO's active grants with the award amount, the remaining balance and the status of the

projects funded by the grant. **Attachment B** lists Santa Cruz METRO's open grant applications with a brief description, source and status of proposed funds. Items in **bold** on Attachments A and B depict changes from last month's report.

IV. FINANCIAL CONSIDERATIONS

Active grant awards for operating and capital projects total \$44,469,006 with an unspent balance of \$25,465,709. The total amount of active grant awards is the same amount as last month; project spending has reduced the total remaining grant balance since last month.

Current grant applications request \$12,047,369. Santa Cruz METRO staff is pursuing a new Caltrans discretionary planning grant for an amount to be determined. The amount remains unknown for an Environmental Protection Agency (EPA) technical assistance grant proposal to assist with renovation or redevelopment of Pacific Station. The EPA will request an application based upon Santa Cruz METRO's letter of intent submitted in November 2011.

V. ATTACHMENTS

Attachment A: Santa Cruz METRO Active Grants Status Report as of January 18, 2012

Attachment B: Santa Cruz METRO Grant Applications as of January 18, 2012

Attachment A

Santa Cruz METRO Active Grants as of January 18, 2012

#	Grant	Description	\$ Grant Awarded	\$ Grant Balance	Funding Source	Grant Status
1	Smartcard Farebox; ParaCruz Vans; IT Upgrades; Operating Assistance	Upgrade dispatch, scheduling and customer information software; purchase 27 replacement paratransit vans; purchase new fareboxes with magnetic card readers; operating assistance.	\$ 4,909,939	\$ 229,644	Federal Transit Administration (FTA) 5307 American Recovery and Reinvestment Act (ARRA) funds	Project funding from ARRA through FTA urbanized area formula program. Santa Cruz METRO has received and installed fareboxes and ticket vending machines; has accepted paratransit vans and expects to complete the Giro/Hastus roll-out by early 2012. Grant to be closed by 3/31/12.
2	Bus Stop Improvements	Improve bus stops in Santa Cruz METRO service area	\$ 500,000	\$ 476,189	Caltrans from State Transportation Improvement Program (STIP)	Construction projects started 5/27/11. This project is on schedule. Progress invoice to be submitted by 1/31/12.
3	CT Transit Planning - Watsonville	18-month transit planning study of Watsonville service as subrecipient of MPO (AMBAG).	\$ 100,000	\$ 31,876	Caltrans (FTA 5304)	Draft report is being prepared for 2/9/12 review meeting with staff and two board members for input for final draft. This project is on task and on scheduled for delivery by 3/31/12 and presentation to the BOD, AMBAG and MST.
4	County of Santa Cruz Prop 84 Challenge Grant	Discretionary grant proposals for planning/zoning of unincorporated areas (Live Oak, Soquel Dr. corridor) w/ County of Santa Cruz; and sustainable growth communities grant w/ AMBAG. All need METRO as a partner.	\$ 10,000	\$ 10,000	Funding from Proposition 84 Planning Grants from the State of California Strategic Growth Council.	County received \$500K for Prop. 84 Sustainable Communities Planning Grant Program for a project entitled "The Santa Cruz County Sustainable Community and Transit Corridors Plan" on December 6, 2010. Notification of award 6/3/11. Discussion of an RFP for a consultant will begin in November and the selection process complete by December 2012.

Attachment A

Santa Cruz METRO Active Grants as of January 18, 2012

#	Grant	Description	\$ Grant Awarded	\$ Grant Balance	Funding Source	Grant Status
5	AMBAG Sustainable Communities Planning Grant	Discretionary grant sub-award.	\$ 10,000	\$ 10,000	AMBAG sub-award.	Participating in development of Sustainable Communities Strategies, awaiting letter of award from AMBAG at 10/14/11, expect MOU in early 2012 per AMBAG.
6	SCCRTC Caltrans Small Urban Transit Planning Grant	Discretionary grant.	\$ 8,204	\$ 8,204	State of California	MOU ws approved on 12/16/11 by the BOD. The RFP for the consultant is being prepared and reviewed. Consultant to be selected in February 2012.
7	Section 5309 Bus/Facilities State of Good Repair	Discretionary, competitive grant program.	\$ 2,814,538	\$ 2,814,538	FTA Section 5309	New grant to finance capital projects: ~42 mobile data terminals for ParaCruz and approximately 4-5 new CNG buses. Programmed into MTIP on January 2012.
8	MBUAPCD AB2766 FY12 Grant	Discretionary Grant	\$ 160,000	\$ 160,000	MBUAPCD (Air District)	Conversion of non-revenue vehicles (staff/supervisor vehicles and forklift) to alternative fuel path. Award notification in August 2011 for \$160K.
9	Proposition 1B - State and Local Partnership Program	Proposition 1B Formula Funds	\$ 427,400	\$ 427,400	CTC/Caltrans	Requires 50% local sales tax match.

Attachment A

Santa Cruz METRO Active Grants as of January 18, 2012

#	Grant	Description	\$ Grant Awarded	\$ Grant Balance	Funding Source	Grant Status
10	Comprehensive Security & Surveillance (LMR)	Continue LMR upgrade.	\$ 440,505	\$ 26,374	FY09 CTSGP funds from Cal EMA	Day Wireless work on \$530,000 contract halted pending FCC license approval. Extension approved through 9/30/12. \$ Grant Balance as of 1/18/12.
11	Comprehensive Security & Surveillance: CCTV; LMR; EG	Continue video surveillance, LMR upgrade and install emergency generator.	\$ 440,505	\$ 440,476	FY10 CTSGP funds from Cal EMA	Generator relocation Complete. \$ Grant Balance as of 1/18/12. Expires 3/31/13.
12	FFY10 Discretionary Bus/Facilities Program	Purchase 11 new CNG replacement buses from FTA discretionary grant program.	\$ 4,830,600	\$ 4,830,600	FTA 5309 Bus & Bus Facilities/State of Good Repair Program	11 New Flyer low-floor 40' CNG Buses entered production 11/30/11. METRO contracted inspection services with TRC for \$6K. \$ Grant Balance as of 1/18/12. No Expiration.
13	FY11 FTA Operating Assistance	Operating Assistance 7/1/10 - 6/30/11	\$ 4,727,487	\$ 4,727,487	FTA FY11 5307 urbanized area formula funds + STIC	Grant contract executed 8/22/11. METRO will draw funds after FTA corrects Financial Purpose code. \$ Grant balance as of 1/18/12.
14	FY11 Rural Operating Assistance	Operating assistance for public transit service in rural areas of Santa Cruz County.	\$ 156,312	\$ 156,312	Caltrans (FTA 5311)	Grant contract executed 7/27/11. METRO will draw the funds in January. \$ Grant balance as of 1/18/12.
15	FY12 TDA Operating Assistance	FY12Transportation Development Act (TDA) revenue for public transit operations.	\$ 5,244,963	\$ 2,622,482	SCCRTC	RTC paid the second quarter's amount on 1/18/12.

Santa Cruz METRO
Active Grants as of January 18, 2012

#	Grant	Description	\$ Grant Awarded	\$ Grant Balance	Funding Source	Grant Status
16	FY12 STA Funds	FY12 State Transit Assistance (STA) operating revenue for public transit.	\$ 2,851,031	\$ 2,284,272	SCCRTC	The RTC will pay STA to METRO quarterly. The first quarter's STA payment of \$566,759 on 11/3/11 was \$246,000 below the anticipated amount and will be paid together with the 2nd quarter's payment. \$ Grant Balance as of 1/18/12.
17	FY09 Operating/MetroBase const.	Operating Assistance and MetroBase construction funding.	\$ 4,753,504	\$ 1,108,062	FTA 5307 urbanized area formula funds and Small Transit Intensive Cities (STIC) funds, both now for operating assistance.	FY09 transit operations are complete. Remaining funds for the Operations Building construction. No expiration. \$ Grant Balance 12/8/11.
18	FY11 AB2766	MetroBase construction of second L/CNG storage tank.	\$ 200,000	\$ 200,000	AB2766 Monterey Bay Unified Air Pollution Control District (Air District) AB 2766 Motor Vehicle Emissions Reduction Program	METRO rejected all Vendor proposals on 12/16/11 and directed re-bid. New bids to be opened 1/31/12 with contract award requested at BOD mtg. 2/24/12. Grant expires 2/11/13. \$ Grant Balance as of 1/18/12.
19	MetroBase Development	MetroBase design and construction.	\$ 9,540,751	\$ 2,689,152	FY08, FY09, FY10 Prop. IB Public Transportation Modernization and Service Enhancement Account (PTMISEA) through Caltrans	AAA Fencing completed Maintenance Bldg. perimeter fence. The BOD rejected all LNG Tank bids and directed re-bid for consideration at 2/24/12 BOD mt. FY11 \$11,010,047 payment anticipated by 1/31/12. Expires 6/30/15. \$ Grant Balance as of 1/18/12.

Attachment A

Santa Cruz METRO
Active Grants as of January 18, 2012

#	Grant	Description	\$ Grant Awarded	\$ Grant Balance	Funding Source	Grant Status
20	Pacific Station Land	Purchase Greyhound property for Pacific Station (Metro Center) renovation	\$ 1,457,667	\$ 15,401	FY05 FTA 5309 Bus and Bus Facilities program - legislative earmark.	METRO awarded wrought iron fence contract to AAA Fencing on 10/28/11 for \$22,669, significantly under budget estimate of \$35,000. Completion anticipated by 2/28/12. \$ Grant balance as of 1/18/12.
21	Pacific Station Design Engineering	Contract architectural and engineering services for Pacific Station expansion and renovation	\$ 396,000	\$ 396,000	FY06 FTA 5309 Bus and Bus Facilities program - legislative earmark.	The FTA will begin monitoring progress on Metro Center Design/Engineering in 2012 since the first grant (2006) has aged more than 5 years without implementation. No expiration.
22	Pacific Station Design Engineering	Contract architectural and engineering services for Pacific Station expansion and renovation	\$ 490,000	\$ 490,000	FY08 FTA 5309 Bus and Bus Facilities program - legislative earmark.	The FTA will begin monitoring progress on Metro Center Design/Engineering in 2012 since the first grant (2006) has aged more than 5 years without implementation. No expiration.
Total			\$ 44,469,406	\$ 24,154,468		

Attachment B

Santa Cruz METRO Grant Applications as of January 18, 2012

#	Application Date	Grant	Description	\$ Grant	Funding Source	Status of Award
1	4/2/2012	Caltrans	Caltrans Planning Grants	TBD	Planning grants; just announced.	Requires 11.53% match on most grants.
2	TBD	EPA Technical Assistance Program	EPA	Technical Assistance Only	EPA	Applied to EPA for Building Blocks for Sustainable Communities and Smart Growth Implementation technical assistance program for re-evaluation of the Pacific Station project going forward. LOI submitted 10/24/11. Called EPA to check status 1/3/12.
3	12/15/2011	FY12 Rural Operating Assistance	Operating assistance for public transit service in rural areas of Santa Cruz County.	\$ 156,312	Caltrans (FTA 5311)	Simplified application due 12/15/11.
4	2/1/2012	FY12 Transit Security Projects	TBD	\$ 440,505	FY12 CTSGP funds from Cal EMA	Video Surveillance projects continue with \$440,505 for FY12. Cal-EMA approved LONP for FY12 projects and beyond. FY12 application due 2/1/12.
5	3/15/2011	FY11 Transit Security Project	Santa Cruz METRO video surveillance projects	\$ 440,505	FY11 CTSGP funds from Cal EMA	LONP approved 11/23/11 for continuous project implementation. Funds anticipated in Spring 2012. Expiration 3/31/14.
6	6/1/2011	FY11 PTMISEA	FY11 Public Transportation Modernization Improvement and Service Enhancement Activity (PTMISEA) funding for the MetroBase Operations Building.	\$ 11,010,047	FY11 PTMISEA funds from Caltrans Division of Mass Transit	Caltrans allocation to Santa Cruz METRO is \$11,010,047. METRO anticipates the FY11 cash disbursement by 1/31/12. This cash will help fund the \$18M Operations Building.
Total				\$ 12,047,369		

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: January 18, 2012
TO: Board of Directors
FROM: Tove Beatty, Grants/Legislative Analyst
SUBJECT: STATUS REPORTS OF PROPOSED FEDERAL AND STATE LEGISLATION AND CURRENT LEGISLATIVE ISSUES

I. RECOMMENDED ACTION

That the Board of Directors accept and file the status reports of proposed Federal and State legislation and current legislative issues through January 18, 2012.

II. SUMMARY OF ISSUES

- Status reports on Congress's, the State Assembly's and Senate's legislative issues are provided monthly to inform the Board of the status of Federal and State legislation of interest to Santa Cruz METRO.
- This month's State and Federal reports reflect pertinent legislative activities which occurred December 16th, 2011 – January 18th, 2012.
- The Federal budget was passed on December 17th, 2011, and signed by the President the same day. Transit remained relatively unscathed and FY12 appropriations are slightly higher than last year.
- Congress passed the eighth extension of SAFETEA-LU, through March 31st, 2012. The extension is linked to the gas tax—if it expires, so does the tax. Both houses are promising bills within the next month or so. They will be radically different and some transportation advocates are betting on another extension of SAFETEA-LU.
- The Senate Environment and Public Works Committee released its version of S. 1381 or MAP-21, the two-year new surface transportation act. Transit funding is at \$24 billion, roughly the same as current levels. Still needed is a plan to offset the additional \$12 billion needed in financing.
- H.R. 7, The American Energy and Infrastructure Jobs Act, is the five-year version of a surface transportation act, proposed to be funded by H.R. 3410, The Energy Security and Transportation Jobs Act (Stivers, R-OH), which proposes financing through oil drilling in places like California and the Arctic National Wildlife Reserve.
- The extension of the alternative fuel tax credit (\$500K+/year to Santa Cruz METRO) has not yet passed and it expired at 12/31/11. It was included in H.R. 1380, which seems to be stuck in committee, so may be grouped with other “tax extenders” into a single bill to be introduced later in the session. Please see **Attachments A and B** for all federal legislation currently being monitored.

- The California Legislature reconvened on January 4, 2012. All bills that are not out of their house of origin (Assembly or Senate) are considered DOA by January 31st, 2012. **Please see Attachments C and D.**
- The State's second Proposition 1B bond sale in early November produced the revenue necessary for the financing Santa Cruz METRO's Operations Building. At the time of this report, Santa Cruz METRO is awaiting news of the release of funds. Checks could be cut by March 2012.

III. DISCUSSION

Status reports on Federal House of Representatives' and Senate's proposed legislation and related issues at the state level are provided monthly to inform the Board of the status of legislation of interest to Santa Cruz METRO. The purpose of this report is to inform the Board of Directors of the current status of pending legislation which may be of interest to or have an eventual impact on Santa Cruz METRO and/or the transit industry. The Federal and State Legislation Status Reports are updated monthly. This month's State and Federal reports reflect pertinent legislative activities which occurred December 16th, 2011 – January 18th, 2012.

The Federal budget was passed on December 17th, 2011, and signed by the President the same day. Transit remained relatively unscathed and FY12 appropriations are slightly higher than last year. This is the first time since 2009 that Congress has passed a budget before the end of the calendar year. Initially, three small budget bills ("mini-buses") were passed and then one large omnibus bill containing the remaining budget measures.

Congress passed the eighth extension of SAFETEA-LU, through March 31st, 2012. The extension is linked to the gas tax—if it expires, so does the tax. Both houses are promising surface transportation bills within the next month or so. They will be radically different and some transportation advocates are betting on another extension of SAFETEA-LU that will last past the 2012 election.

The Senate Environment and Public Works Committee released its version of S. 1381 or MAP-21, the two-year new surface transportation act. Transit funding is at \$24 billion, roughly the same as current levels. Still needed is a plan to offset the additional \$12 billion in financing. H.R. 7, The American Energy and Infrastructure Jobs Act, is the five-year version of a surface transportation act, proposed to be funded by H.R. 3410, The Energy Security and Transportation Jobs Act (Stivers, R-OH), which proposes financing through oil drilling in places like California and the Arctic National Wildlife Reserve. Many Democrats and the transit industry as a whole may find itself in a bind regarding this financing mechanism, which would seem to fly in the face of greenhouse-gas reduction and other climate change legislation and intent.

The extension of the alternative fuel tax credit (\$500K+ per year to Santa Cruz METRO) has not yet passed and the credit expired at 12/31/11. It was included in H.R. 1380, which seems to be stuck in committee, so it may be grouped with other "tax extenders" into a single bill to be introduced later in this session. Please see **Attachments A and B** for all federal issues and legislation currently being monitored.

The State's second Proposition 1B bond sale in early November 2011 produced the revenue necessary for the financing Santa Cruz METRO's Operations Building. At the time of this report, Santa Cruz METRO is awaiting documentation of the appropriation of \$11.047 million for the project. Insofar as Santa Cruz METRO has been informed, checks could be cut by March 2012.

The California Legislature reconvened on January 4, 2012. All bills that are not out of their house of origin (Assembly or Senate) are considered DOA by January 31st, 2012. A new bill being monitored, A.B. 1444, aims to streamline CEQA environmental requirements for projects over \$100 million in size. CTA is watching this bill to see if reducing this minimum project size would measurably benefit the transit community.

Also of note in this month's State report are the budgetary and other measures proposed by Governor Brown regarding the state budget as of January 1st, 2012; his proposed conglomeration of several transportation-related agencies into a single agency, ostensibly to improve oversight and transparency; and the Cap and Trade regulation adopted by the California Air Resources Board in late 2011, which may result in some increased funding for public transportation. Please see **Attachments C and D** for bills that are still viable and further description of these items.

IV. FINANCIAL CONSIDERATIONS

As most potential legislation carries a fiscal impact, staff will report on a monthly basis of newly implemented federal and/or State legislation which financially impacts Santa Cruz METRO.

The extension of SAFETEA-LU's authorization through March 31, 2012 secures transportation funding and the related gas tax until then. However, it may need to be extended again if the vastly different House and Senate surface transportation bills cannot be reconciled into a single act. The FY12 federal budget was passed on December 17th, 2011, and Santa Cruz METRO's anticipated annual operating appropriation (including STIC funding) is estimated at \$4,741,749.

Santa Cruz METRO received word that \$11.047 million in Proposition 1B PTMISEA bond funds will be released (a three-year allocation) for the Operations Building project. Funds are expected to be released in the first quarter of 2012.

V. ATTACHMENTS

- Attachment A:** Federal Legislative Issues and Status Report, January 18th, 2012
- Attachment B:** Federal House and Senate Bills Status Report, January 18th, 2012
- Attachment C:** State of California Legislative Issues and Status Report, January 18th, 2012
- Attachment D:** State of California Assembly and Senate Bills Status Report, January 18th, 2012

ATTACHMENT A

Federal Legislative Issues and Status Report January 18, 2012

Current Legislative Issues

FY12 Federal Budget

Update at 1/18/12: On December 16, 2011, the day that the last budget Continuing Resolution was set to expire, the House passed an omnibus spending bill (H.R. 2055) for the remaining FY12 federal budget. That gave the Senate an extra day to also pass the omnibus, which happened on December 17th. Both houses were successful in passing three “mini-buses” (spending bills) and then consolidating the rest into H.R. 2055 and passing it before the end of the year for the first time since 2009. The President signed the budget not a day too soon, as his FY13 budget is set to possibly be released, prior to the State of the Union Speech (SOTUS), which is scheduled for January 24th. This is a reversal; usually the speech occurs before the budget. Pundits see the speech as the President’s campaign launch, which may be the reason for the release of his budgetary vision.

Update at 11/30/11: The so-called “Super Committee” made no new recommendations for an additional \$1.5 trillion in budget cuts by their November 18th deadline, triggering the threatened massive cuts to defense and other programs over the next 10 years.

Long Term Surface Transportation Act (H.R. 7, S. 1381 or MAP-21) and S. 1648

Update at 1/18/12: Due to the upcoming GOP retreat and differences between the House and Senate long-term surface transportation proposals, it is still not clear what might emerge. It’s not certain what “long-term” means, as the House bill is a five-year bill and the Senate’s is a two-year bill. It is also clear that the Senate will not take up the House bill when it passes. Nonetheless, Chair Mica (R-FL) in the House says that his bill will be marked-up by early February. The Senate’s bill, MAP-21 (side note: Board members are publicly talking about the long-term act as MAP-21—there are **two** bills, so it is inaccurate to refer to it as MAP-21, since much remains to be resolved), is basically complete, though waiting for the Finance Committee to find a way to finance a \$12 billion shortfall. As mentioned below, the target date for passage is March 31, 2012, when the ninth extension of SAFETEA-LU expires. However, talk has begun about another extension among some transportation advocacy groups.

Update at 11/30/11: Speaker Boehner introduced “The American Energy and Infrastructure Jobs Act”, or H.R. 7, a five-year surface transportation act, with very little detail. Introduced along with H.R. 3410, the Energy Security and Transportation Jobs Act (Stivers, R-OH), proposes to generate billions via royalty payments on expanded drilling leases in places like California and the Arctic National Wildlife Reserve. According to the non-partisan group, Taxpayers for Common Sense (TCS), this proposal, “is not a responsible budget approach.” The Senate Environment and Public Works Committee released S. 1813 (MAP-21). Transit will receive about \$24 billion out of the \$109 billion bill, or roughly current levels. The bill maintains operating flexibility in urban areas, as well as the STIC program. On 9/13/11, the House passed the eighth extension of SAFETEA-LU through March 31st, 2012.

ATTACHMENT A

The NAT GAS (New Alternative Transportation to Give Americans Solutions) Act (HR1380)

Update at 1/18/12: Along with the commuter tax benefit (given by some companies to employees who use transit and rail), which has also expired, the natural gas (alternative fuel) tax credit has now been rolled into what is called the “extenders package” and which includes a number of tax measures and credits that individually have support from both parties. Whether or not these can all be rolled into a new bill and passed remains to be seen. Advocates hope to see it taken up and passed during this session. Santa Cruz METRO has submitted letters to Representatives and Senators in support of the extenders package.

Also of note this month is a recent EPA report that, in draft, names the link between hydraulic fracturing (“fracking,” a mining practice used in shale fields to extract natural gas deposits up to 8,000 feet deep) and groundwater contamination. Santa Cruz METRO has on file a letter from its natural gas supplier stating that supplies delivered here do not come from fracked sources.

Update at 11/30/11: Natural gas advocates expect this tax to expire, then be reinstated as part of another bill in 2012. The scuttlebutt is that it will be a retroactive credit and cover quarters that have lapsed since the tax credit expired. This is much like what Santa Cruz METRO experienced last year. This bill is sitting in the Subcommittee on Energy and Power of the Committee on Energy and Commerce and the House Science, Space and Technology Committee. Santa Cruz METRO’s Alternative Fuel Tax Credit for CNG fuel (50 cents per gallon equivalent tax credit) is rolled into HR1380. This bill extends the credit through 2016 and had stronger bipartisan support earlier in 2011.

House Resolution 5 (H.R. 5)

Updates at 1/18/12 and 11/30/11: We are still monitoring potential effects of H.R. 5, which will be seen after the FY12 budget “mini-buses” and possibly one large omnibus bill are passed, sweeping up appropriations by the end of the year. Now that this has happened, **how** funds are appropriated will indicate the potential impact of H.R. 5. So far, transit appropriations as announced for our area are actually a bit more than last year.

Update at 1/18/11: In a secret caucus held on January 4th, House GOP members held an unrecorded vote on a proposed Rules package. Passed in this package was H.R. 5, a separation of the authorization and appropriations processes in regard to infrastructure funding.

American Infrastructure Investment Fund Act of 2011 (S. 936)

Updates at 1/18/12 and 11/30/11: No change at this time. Read twice. Most likely a non-starter, soon to be removed from this “watch” list.

Update at 5/19/11: Senators Rockefeller (D-WV) and Lautenberg (D-NJ) introduced this act to create a \$5 billion fund to drive private investment in transportation infrastructure. It is intended to also provide states with greater flexibility for the types of projects they may fund with federal dollars.

**Santa Cruz METRO
Federal House and Senate Bills
Status Report
January 18, 2012**

ATTACHMENT B

Federal Bills House	Subject	Introduced	Status
H.R.7: The American Energy and Infrastructure Jobs Act	This is the House version of a five-year long-term surface transportation act with very little detail available at this time, other than the proposed funding mechanism of HR3410 (see below).	11/22/2011	No specific program or title details were available at the time of this report. See HR3410 for proposed funding mechanism. Mark-up expected in February from T&I Committee, per Chair Mica.
Federal Budget FY12	Three small mini-buses (bills) were passed, among them the bill that funds transportation for FY12, and then, on December 17, the Senate passed an omnibus spending bill covering the remainder of the federal budget.	Week of 4/4/11	The FY12 omnibus federal budget bill was passed on December 17th, the first time since 2009 that a budget has been passed before the end of the calendar year.
H.R.1380: New Alternative Transportation to Give Americans Solutions Act (NAT GAS Act) (Sullivan, R-OK)	Promotes the use of natural gas as fuel with an emphasis on heavy-duty and fleet vehicles, and includes various credits and incentives to promote production and use of such vehicles and fueling stations/pumps and discretionary/competitive grants for development of new technologies re: natural gas vehicles.	4/6/2011	This bill may die and be replaced by a "tax extenders" bill which will include the commuter tax benefit (allowed to lapse at 1/1/12) and the alternative fuels tax credit. Santa Cruz METRO and CTA are advocating for this package. Nothing has happened since the last report.
H.R.3410: Energy Security and Transportation Jobs Act (Stiver-OH)	Proposes to generate up to \$70 billion for a long-term surface-transportation act by capturing royalty payments via expanded on-shore and off-shore drilling leases in places like California and the Arctic National Wildlife Refuge.	11/22/2011	This bill has many issues, not the least of which is the fact that the revenue will likely take many years to come in. Some states (those most impacted) are up in arms because not all funds are returned to the area of origin. In addition, there are not enough Senate votes to pass this funding mechanism.

Santa Cruz METRO
Federal Bills and Senate Bills
Status Report
January 18, 2012

ATTACHMENT B

Federal Bills	Subject	Introduced	Status
S.936: American Infrastructure Investment Fund Act of 2011 (Rockefeller, D-WV)	Creates \$5 billion fund to drive private investment in transportation infrastructure in 2012 and 2013, creates leveraging ability at both federal and state levels for transportation projects.	5/10/2011	All indications are that this bill will die in committee.
S.1381: MAP-21 (Moving Ahead for Progress in the 21st Century - New name for long-term surface transportation act) (Boxer, D-CA)	Because of time spent on the debt ceiling issue, as well as time lost on other legislation such as the FAA reauthorization bill (due in part to the insertion of some anti-Labor provisions), on September 13th, the House passed the eighth extension of SAFETEA-LU through March 31, 2012. Senator Boxer has released the highway markup of MAP-21 at November 9th, 2011, which was passed unanimously out of committee (18-0). Still in the works are the transit, rail and safety titles as well as the Banking Committee's recommendations for an additional \$12 billion to fund the two-year act. A long-term act is not expected until next year as we are still waiting for the House to release their proposed legislation.	Marked up and released from Senate EPW Committee 11/9/11	Extensions were passed through 11/18/11 for the entire government, and 3/31/12 for SAFETEA-LU. The House plans on releasing a five-year bill. Whether or not consensus can be reached remains to be seen. Some transportation advocates are saying that another SAFETEA-LU extension will be the result of these negotiations.
S.1660: American Jobs Act of 2011 (Reid, D-NV)	The legislation includes the following job-creating provisions: payroll tax exemption for previously unemployed workers; employer credit of \$1,000 for every new employee that works at least a year; closing of various tax loopholes, creation of small-business loan programs, and provisions to convert tax credit bonds to Build America Bonds. For transportation, the bill includes a transfer of \$19.5 billion from the General Fund to the HTF to finance infrastructure job-creating projects and halts the repayments that the HTF makes to the General fund for tax-exempt users of the highway program (including transit). The bill extends some unemployment benefits, and extends expiring health care provisions. The bill is financed by various IRS code adjustments and changes designed to raise \$9 billion, tightens standards and credits for biofuels (raising \$24 billion); some basically incomprehensible changes to the Economic Substance Doctrine (\$5 billion) and a reduction in the Medicare Improvement Fund worth \$8 billion.	10/11/2011	This is the President's "Jobs Bill" which is in the process of being debated section by section. The whole bill cannot be passed as is. However, President Pro Tem Reid (D-NV) has asked the Senate to reconsider the recent failed vote to invoke cloture and bring the bill to the floor, a delaying tactic of sorts. Most likely, this bill is more of a platform piece for the President's reelection campaign.
S.1648: A bill to Terminate the Transportation Enhancements Program (Paul, R-KY)	This legislation is, as it is titled, a bill to terminate the Transportation Enhancements (TE) program, which funds things like bicycle and pedestrian related projects, etc, and redirect the funding to "emergency infrastructure repairs" that enhance "roads and bridges." Co-sponsored by Senate Minority Leader Mitch McConnell (R-KY), who says, "Kentuckians are tired of financing every turtle tunnel and solar panel company, and not using the funds to repair our bridges and roads."	10/3/2011	This bill may die in committee and simply be considered as part of the long-term legislation discussion. Nothing has happened since the time of the last report.

ATTACHMENT C

State of California Legislative Issues and Status Report January 18, 2012

FY12 State Budget and Proposition 1B Bond Sale

Update at 1/18/12: On December 9th, 2011, Santa Cruz METRO received news that the \$11.047 million Proposition 1B PTMISEA three-year allocation for the Operations Facility had been approved. Project Manager Frank Cheng is reviewing existing plans and Santa Cruz METRO expects confirmation of scheduled disbursement of funds in written form soon.

The State budget at January 1st, 2012 showed a \$9.2 billion 18-month deficit, so Governor Brown is pushing a package of \$10.3 billion in cuts and revenue balancing, much of which impacts essential social service programs, but transit is out of the crosshairs for now. The Governor's budget review is precipitated on the passage of his tax initiative on the November 2012 ballot. If not approved, an additional \$5.4 billion in cuts will ensue.

Update at 11/30/11: The State held the first "cash flow" bond sale since Spring 2010 in mid-September and one in November to finance Proposition 1B projects.. A Spring bond sale is planned to finance new projects. Santa Cruz METRO also received its FY10 Proposition 1B allocation of \$2.49 million in early November and scheduled projects are now underway.

Governor's Proposal to Create a Single Transportation Agency

Update at 1/18/12: Governor Brown is proposing a single agency comprised of: Caltrans, the Department of Motor Vehicles (DMV), High Speed Rail Authority (HSRA), California Highway Patrol (CHP), California Transportation Commission (CTC) and the Board of Pilot Commissioners (as in pilot boats). The reasoning is to provide additional oversight, particularly to the HSRA and CTC. The California Transit Association (CTA) is monitoring this and, at the time of this report, nothing else was known about this proposal.

Governor's Cap and Trade Program

Update at 1/18/12: The Governor's budget incorporates \$1 billion in expected revenue from the new Cap and Trade regulation under greenhouse gas legislation AB32, which was adopted by the California Air Resources Board in late 2011. Fees will be used to fund development of advanced technology vehicles and infrastructure and low-carbon, efficient public transportation.

The California Legislature: Bills of Interest

Update at 1/18/12: AB1444 has been added to Attachment D this month. The California Transit Association brought this bill to the membership's attention as it proposes to further streamline CEQA requirements for public rail and transit projects in order to put Californians to work as

quickly as possible. These restrictive, often time-consuming requirements usually apply to projects of \$100 million or more, so CTA is monitoring this bill to see that smaller projects (such as Santa Cruz METRO's) might also benefit from this streamlining proposal should it pass.

Update at 11/30/11: Bill status is described in Attachment D. Of note is that the former SB791, a Senator Steinberg transit financing bill, will be reintroduced next session with a new number. It will be a proposal to implement some sort of regional fee to finance the ongoing statewide mandated implementation of SB375. Other bills of interest which were enrolled and passed to the Governor this session include AB147, AB427, AB650, AB1097 and SB565, which includes language to extend STA flexibility for operational use through 2015.

ATTACHMENT D

Santa Cruz METRO
State of California
Assembly and Senate Bills Status Report
January 18, 2012

State Bills Assembly	Subject	Last Amended	Status
AB485: Local Planning; transit village development districts (Ma) (D)	<p>In an extension of the last session's Ma bill extending the area around a transit development to 1/2 mile, this bill requires that a city/county that uses infrastructure financing district bonds to finance a transit oriented development ("transit village") uses at least 20% of bond revenue for the purpose of increasing, improving and preserving the amount of low-income and moderate-income housing and requires that these units be occupied by low- to moderate-income tenants for at least 55 years for rental units and 45 for owner-occupied units. This bill eliminates the requirement of voter approval and also adds additional IFD reporting requirements.</p>	6/29/2011	9/9/11: Ordered to Senate inactive file; CTA supports. May die on the vine @ 1/31/12 if not removed from file.
AB845: Transportation Bond Funds (Ma) (D)	<p>Proposition 1A, passed in 2008, governs high-speed rail and connectivity funds. This bill sets forth provisions for governing the distribution of Prop 1A connectivity funds (~\$950 million). This bill codifies guidelines established by the CTC, including the requirement that priority projects have in place matching funds, and this bill further defines matching funds for Proposition 1A funding. This bill confirms those guidelines.</p>	5/10/2011	9/9/11: Ordered to Senate inactive file; CTA supports. May die on the vine @ 1/31/12 if not removed from file.
AB 1444: Environmental Quality; Expedited Judicial Review; Public Rail/Transit Projects	<p>Streamlining of CEQA requirements for public rail/transit projects to put people to work as quickly as possible. CTA is working with membership and the legislature to fine-tune this legislation so that projects under \$100 million will benefit, such as most of Santa Cruz METRO's capital projects.</p>	1/2/2012	May be heard in committee on 2/4/2012; CTA is monitoring.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: January 27, 2012
TO: Board of Directors
FROM: John Daugherty, METRO Accessible Services Coordinator
SUBJECT: ACCESSIBLE SERVICES REPORT FOR NOVEMBER 2011

I. RECOMMENDED ACTION

This report is informational only. No action required.

II. SUMMARY OF ISSUES

- After a demonstration project, the Accessible Services Coordinator (ASC) position became a full time position to organize and provide METRO services to the senior/older adult and disability communities.
- Services include the METRO Mobility Training program and ongoing public outreach promoting METRO's accessibility. The ASC also participates in METRO's staff training and policy review regarding accessibility.
- Two persons have served in the ASC position from 1988 to today. In 2002 the ASC position was moved into the newly created Paratransit Department. On May 27, 2011 the Board approved the staff recommendation to receive monthly reports on the activity of the ASC.

III. DISCUSSION

The creation of the Accessible Services Coordinator (ASC) position was the result of a successful demonstration project funded through the Santa Cruz County Regional Transportation Commission. Two persons have served in the ASC position from 1988 to today. Both hiring panels for the ASC included public agency representatives serving older adults and persons with disabilities.

The first ASC, Dr. Pat Cavataio, served from April 1988 through December 1998. The second ASC, John Daugherty, began serving in December 1998.

Under direction, the Accessible Services Coordinator: 1) Organizes, supervises, coordinates and provides METRO services to the older adult and disability communities; 2) Organizes, directs and coordinates the activities and operation of METRO's Mobility Training function; 3) Promotes and provides Mobility Training and outreach services; 4) Acts as information source to staff, Management, funding sources, clients, community agencies and organizations, and the general public regarding Mobility Training and accessibility; 5) Works with Department Managers to ensure compliance with METRO's accessibility program and policies.

During 2002 the ASC position was moved from Customer Service to the newly created Paratransit Department. Mr. Daugherty was the first employee. His placement was followed by hiring of the first Paratransit Superintendent, Steve Paulson and the current Eligibility Coordinator, Eileen Wagley.

On May 27, 2011 the Board approved the following recommendation: “Staff recommends that this position be reinstated in FY 12 budget with the requirement that this position be evaluated during FY12 to make sure the service items that are being requested by the Community are being carried out by this position. Additionally, staff recommends that this position be required to provide a monthly activity report to the Board of Directors during FY12.”

IV. FINANCIAL CONSIDERATIONS

None

V. ATTACHMENTS

Attachment A: Accessible Services Coordinator (ASC) Activity Tracking Report for November 2011

Prepared by: John Daugherty, METRO Accessible Services Coordinator
Date Prepared: January 19, 2012

Attachment A

Accessible Services Coordinator (ASC) Activity Tracking Report for November 2011

What is Mobility Training?

Mobility Training is customized support to allow access to METRO services. It can include:

- **An Assessment:** The ASC meets the trainee to assess the trainee's capabilities to use METRO services. They discuss the trainee's experience using public transit and set goals for training sessions.
- **Trip Planning:** Practice to use bus route schedules, maps, online resources and other tools to plan ahead for trips on METRO fixed route and METRO ParaCruz services. All Mobility Training includes some trip planning.
- **Boarding/Disembarking Training:** Practice to board, be secured, and then disembark (get off) METRO buses. This training has been requested by persons using walkers, wheelchairs, scooters and service animals. The training session includes work with an operator and out of service bus and lasts three to five hours.
- **Route Training:** Practice using METRO buses to travel to destinations chosen by trainees. The training session includes practice on handling fares, bus riding rules and emergency situations. One training session can take two to eight hours. One or two sessions to learn one destination is typical. The number of training sessions varies with each trainee.

There was progress with training 17 individuals:

- **Four individuals were new referrals:** Referral sources were a social worker, the Mobility Trainer for Monterey Salinas Transit, staff from the Vista Center and Metro's Eligibility Coordinator. Three people were assessed, and the assessment for the fourth person is being set up.
- **Training with five persons progressed:** One person completed her third route training. Four persons were either met in person or contacted by phone and email to provide assistance.
- **Training with eight individuals is almost complete:** November activity included checking on whether further training is needed and preparation to close their files or complete their referral sheets.

Attachment A

Training Overview for November 2011:

- Amount of time dedicated to training sessions and follow up activity: At least 40 hours
- Tracking of scheduled appointments vs. cancelled:
Four appointments scheduled, no appointments cancelled

Highlights of Other Activity - Outreach performed in the community:

- November 8 Elderly and Disabled Transportation Advisory Committee meeting
- November 10 Commission on Disabilities meeting
- November 17 UCSC class orientation

Meetings are usually scheduled for two hours. Total ASC time spent includes preparation for the meeting, the meeting itself and follow up activity. ASC activity for each meeting can take four to nine hours.

The total audience for November presentations was at least 230 persons. Questions on METRO service varied. Information was provided during meetings and follow up phone calls and emails.

Requests from the community and METRO staff:

- There were at least 30 individual contacts in person and/or over the phone. Most contacts regarded preparation for presentations and setting up future training and outreach.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes - METRO Advisory Committee (MAC)

November 16, 2011

The METRO Advisory Committee (MAC) met on Wednesday, November 16, 2011 in the Pacific Station Conference Room located at 920 Pacific Avenue in Santa Cruz, California.

1. CALL TO ORDER

Naomi Gunther called the meeting to order at 6:03 p.m.

2. ROLL CALL

MEMBERS PRESENT

Naomi Gunther, Chair
Charlotte Walker
Craig Agler
Bob Geyer
Roseann Marquez
Mara Murphy

MEMBERS ABSENT

Dave Williams, Vice Chair
Dennis "Pops" Papadopulo

VISITORS PRESENT

Steve Johnson

STAFF PRESENT

Les White, General Manager
Angela Aitken, Finance Manager and Acting Assistant General Manager
Robyn Slater, HR Manager
April Warnock, Paratransit Superintendent
John Daugherty, Accessible Services Coordinator
Jason Andrews, Bus Operator
Sherri Escobedo, Administrative Assistant/ MAC Secretary

3. AGENDA ADDITIONS/DELETION

Naomi stated that there were items missing from the Agenda, ie, Adopt-a-Bus Stop. Angela explained that since Peg, District Counsel was out of the country at the moment, this could not be addressed until her return and review of the documents.

Also Wheelchair Securement is not on the Agenda due to Ciro not being present at this month's meeting. This item will be added to the December 21 MAC Meeting.

Service and Reductions also not on the agenda, Angela stated that we would add this back on, but due to Ciro being absent, this would not be addressed.

4. ORAL/WRITTEN COMMUNICATION

Visitors Announced: John Daugherty, Accessible Services Coordinator
Steve Johnson, Rio Del Mar Resident (Interested in Serving as MAC Member).

5. APPROVAL OF MINUTES OF OCTOBER 19, 2011

ACTION: MOTION: CRAIG AGLER SECOND: BOB GEYER

Approve the minutes of October 19, 2011.

Motion passed unanimously, with Dennis “Pops” Papadopulo and Dave Williams being absent.

6. ACCEPT & FILE RIDERSHIP REPORTS FOR JULY AND AUGUST 2011

Naomi said that the bus drivers need to let the students on the UCSC routes know to move to the back of the bus as new riders get on, so that more students are able to get on the bus. She said that there use to be a Bus Rider Etiquette training that was given to the students at the beginning of the new year. Jason Andrews offered to do a memo regarding this.

ACTION: MOTION: ROSEANN MARQUEZ SECOND: BOB GEYER

Approve the Ridership Reports for July and August

Motion passed unanimously, with Dennis “Pops” Papadopulo and Dave Williams being absent.

7. ACCEPT & FILE PARACRUZ OPERATIONS STATUS REPORT FOR JULY & AUGUST 2011

Bob Geyer suggested that the month be put on the report so that they know which month they are looking at. April agreed to that. Les White also stated that they are in the process of hiring additional drivers to the Paracruz Staff.

ACTION: MOTION: BOB GEYER SECOND: ROSEANN MARQUEZ

Approve the Paracruz Operations Status Reports for July & August

Motion passed unanimously, with Dennis “Pops” Papadopulo and Dave Williams being absent

8. ACCEPT & FILE LEGISLATIVE & GRANTS REPORT FOR OCTOBER 2011

NO ACTION TAKEN – Report was not included in the Mac Agenda Packet, Angela stated that the report will be sent to the Mac members by email and/or regular mail as soon as possible. We will also include the Grants Report for October 2011 in the next Mac Agenda Packet for the December 21st Mac Meeting.

9. DISCUSSION OF BUS STOPS

The Adopt-a-Bus Stop Program will be put back on the agenda once Peg, District Counsel has reviewed the program and materials submitted.

Charlotte stated that the schedules for the buses seemed to be placed too high. If you are a short stature person, or in a wheelchair you cannot easily see or read them. Les stated that they are addressing the sign placements, and is open to suggestions. Some of the signage is placed as they are, to reduce injury to the public. John Daugherty asked if there was a standard height for the schedules. Naomi suggested that the signs be placed on the front and the back of the signs, since there is room available. Roseann stated that the sticker is too small. Bob Geyer stated that some of the signs have two maps on them that are identical, and if they left one map off they could perhaps make the schedule larger. Roseann suggested that there are stops she has seen that have blank spaces on the signs, and that perhaps we could use the blank space for a larger schedule or to move them lower. Mara also stated that the placement of the sign itself could perhaps be placed parallel as opposed to perpendicular to the street to help with the sign not being a danger to injuring someone. Les stated that he would check with the BSAC committee to see if this has been addressed before. Mara also asked if there was enough money to address this issue. Les said that changing the font of the schedules would probably not incur a cost, but replacing all the signs would definitely be a cost factor. Naomi suggested that perhaps a phased approach would be more cost effective.

Bob Geyer then asked about the route reductions. Les stated that we are interested in increasing buses not reducing bus stops. In the spring bid coming up, we will look at running times and increasing frequency of bus stops. Naomi stated that some of the bus stop locations overlap between routes, and perhaps combining stops could help. Mara asked who decides which stops get shelters, is it the Bus Stop Committee or Mac? Les stated that both groups can suggest, but that it is looked at by surrounding locations and a variety of criteria. But this group can advocate for shelters. There was a discussion about different locations, and certain stops that aren't really used. Mara stated that on Main Street in Watsonville, she has seen people sitting on the lawn and/or under the tree (at Main & Clifford) and wondered why there isn't a shelter there. Les stated that we have struggled with CalTrans regarding this subject, and that they are very difficult to work with. Craig asked if there was anything they could do, and Les said yes, and stated that the City of Watsonville is currently working on taking that portion of Hwy 152 back so if that happens then we can look at installing a shelter there. This group can certainly communicate with the City Council or Mayor Dodge on this subject. Naomi then stated that certain bus stops would benefit from having the shelters especially those close to grocery stores, and that she has seen people go to the next bus stop since there is a shelter there to use. Certain examples are Soquel & Poplar, or Soquel and Front Street. Les stated again that some of the cuts were too severe and that some stops would be reinstated once the Spring bid goes into effect. Naomi suggested that they would like to get a list of the stops from the BSAC Committee. Angela said there was a report done about six months ago, that was as of April 2011, and that she would get something to them at the December MAC Meeting. Jason stated that the BSAC committee meets monthly. Les stated that they meet at 9 am on the 3rd Thursday at the Santa Cruz Metro Admin office, and that we would get a schedule to the MAC members. John asked if there was a MAC member assigned to the BSAC committee and it was stated that Dennis "Pops" was the BSAC Member for MAC, but that he had forgotten and was reminded of it.

10. DISCUSSION OF METROBASE ACTIVITY

Les White gave a slide presentation of Santa Cruz Metro since it's inception to the present time. The main obstacle for moving forward with construction of the Metro Center downtown, and the Operations Building on River Street is due to financial constraints with the State Government under Governor Arnold Schwarzenegger taking \$31 million from Santa Cruz Metro in Transit funds in 2009. Santa Cruz Metro sued the State for these funds and won but we will never get the money back. Now the Pooled Money Investment Board has to release bond funding and they have not done this as of yet. We may see money by March 2012 but will have to wait and see. However, we are adding the 2nd LNG Tank at the Operations Fueling Station at the current time. This will facilitate the fueling of the LNG Natural Gas Buses more efficiently.

Bob Geyer stated that this was a very nice informative presentation.

Naomi asked about the Ridership numbers and the percentage rates given in the presentation for UCSC. She would like to have a percentage comparison of UCSC Ridership Total to Service Hours. Les said they he could have Erich prepare something for her. Naomi also suggested that links to our Elected Officials be placed on our website for the public to be able to send correspondence to.

Mara asked about the Watsonville Transit Center and the activity going on there. Les explained that Lydia's Taqueria is moving inside the Transit Center from the Kiosk outside, and that we are trying to upgrade the facility by painting, and hopefully getting the mural cleaned up, and/or a new mural completed, however the Art Commission is involved in this and that there would have to be a community consensus to complete this. Craig asked if the Kiosk outside would then become available, and Les said that is a consideration, but that we are also considering a plaza outside.

11. WHEELCHAIR SECUREMENT

Moved to next agenda due to Ciro's absence, however John Daugherty asked if he would be able to see a bus with the QPOD set-up, and was concerned about loss of seating. Les said they viewed a bus at the CTA conference and there was a video available from the manufacturer. He stated that Ciro also had planned to either have a field trip made possible and/or a viewing of the Video for the MAC members. As to the question from John regarding loss of seating, Les said that yes, there would be a loss of seating but that more aisle room would be available. Naomi asked for a copy of the PowerPoint presentation given by Frank Bauer at the last MAC Meeting on the Wheelchair Securement, and it was agreed that the presentation would be emailed/mailed to all MAC Members.

12. DISCUSSION OF RECRUITMENT FOR BUS AND PARATRANSIT OPERATORS

Robyn Slater gave a presentation of the Recruitment Process and handed out a Bus Operator Application packet. The process generally takes about a month and a half, and that a fully trained Bus Operator takes about 3 months from the date of hire. She explained the process of receiving the application, qualifying the applicants, testing the applicants, and the interview

process. Once the offer is made to an applicant, they are then sent for medical examination, drug testing, and fingerprinting. Once they have passed all of these tests, they are then hired and sent through a training class at Operations. It is basically the same for Paratransit Operators, the only difference being that a qualification for Paratransit Operators includes First Aid and CPR Training.

Naomi stated that in the future she would like to move all presentations to the front of the agenda, so that people do not have to remain for the entire meeting.

Charlotte asked when new Operators start paying Union dues, and Robyn said they start immediately upon hire.

13. COMMUNICATIONS TO SANTA CRUZ METRO GENERAL MANAGER

Since the GM was at this meeting, communication was throughout the meeting.

14. COMMUNICATIONS TO SANTA CRUZ METRO BOARD OF DIRECTORS

None at this time

15. ITEMS FOR NEXT MEETING AGENDA

Adopt-a-Bus Stop – Legal Feedback once Peg is ready.

Continuing Service Reductions and Changes

Elections of Chair and Vice Chair for MAC Members 2012

Update of By-Law Changes

Introduction and Welcome to Steve Johnson, appointee to MAC by Ellen Pirie

ADJOURN

There being no further business, Naomi Gunther adjourned the meeting at 8:04 p.m.

Respectfully submitted,

Sherri Escobedo
Administrative Assistant

**AGENDA
METRO ADVISORY COMMITTEE (MAC)
MEETING OF FEBRUARY 15, 2012
6:00 PM**



NAOMI GUNTHER – CHAIR
CRAIG AGLER
ROSEANN MARQUEZ
DENNIS "POPS" PAPADOPULO
DONALD "NORM" HAGEN

BOB GEYER - VICE CHAIR
DAVE WILLIAMS
MARA MURPHY
CHARLOTTE WALKER
STEVE JOHNSON

**PACIFIC STATION CONFERENCE ROOM
920 PACIFIC AVENUE, SANTA CRUZ, CALIFORNIA
6:00 PM – 7:55 PM**

**THE AGENDA PACKET FOR THE SANTA CRUZ METRO ADVISORY COMMITTEE MEETING
CAN BE FOUND ONLINE AT WWW.SCMTD.COM AND IS AVAILABLE FOR INSPECTION AT
SANTA CRUZ METRO'S ADMINISTRATIVE OFFICES, 110 VERNON ST., SANTA CRUZ, CA**

NOTICE TO PUBLIC

Members of the public may address the Metro Advisory Committee on a topic not on the agenda but within the jurisdiction of MAC by approaching the Committee during consideration of Agenda Item #4 "Oral and Written Communications." Presentations may be limited in time in accordance with the Bylaws of MAC. Members of the public may address the Metro Advisory Committee on a topic on the agenda by approaching the Committee immediately after presentation of the staff report but before the Committee's deliberation on the topic to be addressed. Presentations may be limited in time in accordance with the Bylaws of MAC.

AMERICANS WITH DISABILITIES ACT

 *The Santa Cruz Metropolitan Transit District does not discriminate on the basis of disability. The Pacific Station 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, or to access the agenda and the agenda packet, should contact [Tony Tapiz, Administrative Services Coordinator](mailto:Tony.Tapiz@scmta.com), at 831-426-6080 as soon as possible in advance of the MAC meeting. Hearing impaired individuals should call 711 for assistance in contacting METRO regarding special requirements to participate in the MAC meeting.*

INTERPRETATION SERVICES / SERVICIOS DE TRADUCCIÓN

Spanish language translation is available on an as needed basis. Please make advance arrangements with [Tony Tapiz, Administrative Services Coordinator](mailto:Tony.Tapiz@scmta.com) at 831-426-6080. Traducción al español está disponible de forma según sea necesario. Por favor, hacer arreglos por adelantado con Tony Tapiz, Coordinador de Servicios Administrativos al numero 831-426-6080.

**AGENDA
METRO ADVISORY COMMITTEE (MAC)
MEETING OF DECEMBER 21, 2011
PAGE 2 OF 3**

6:00 PM

1. CALL TO ORDER

2. ROLL CALL

3. AGENDA ADDITIONS/DELETIONS

Consideration of Late Additions to the Agenda. The Committee may take action on items not appearing on the posted agenda under any of the following conditions:

- a. Upon a determination by an affirmative vote of the Committee that an emergency exists, as defined in Section 54956.5 of the Government Code.*
- b. Upon a determination by a two-thirds vote of the Committee, or if less than two-thirds of the members are present, a unanimous vote of those members present, there is a need to take immediate action and the need to take action came to the attention of the Committee subsequent to the agenda being posted.*

4. ORAL/WRITTEN COMMUNICATIONS

This time is set aside for MAC members and the general public to address the METRO Advisory Committee on matters of interest to the public not listed on the agenda but within the jurisdiction of the Committee. Each member of the public appearing at a Committee meeting shall be limited to three minutes in his or her presentation, unless the Chair, at his or her discretion, permits further remarks to be made. Any person addressing the Committee may submit written statements, petitions or other documents to complement his or her presentation. When addressing the Committee, the individual may, but is not required to, provide his/her name and address in an audible tone for the record.

5. GILLIG PRESENTATION – QPOD

Presented by: Ciro Aguirre, Operations Manager

6. APPROVE MINUTES OF MAC MEETING OF DECEMBER 2011

(MOTION TO APPROVE REQUIRED)

Submitted by: METRO Admin Department

7. ACCEPT & FILE RIDERSHIP REPORT FOR NOVEMBER 2011

(MOTION TO APPROVE REQUIRED)

Submitted by: METRO Planning Department

8. ACCEPT AND FILE LEGISLATIVE AND GRANTS REPORT FOR JANUARY 2012

(MOTION TO ACCEPT AND FILE REQUIRED)

Submitted by: METRO Grants Department

6-8.7

**AGENDA
METRO ADVISORY COMMITTEE (MAC)
MEETING OF DECEMBER 21, 2011
PAGE 3 OF 3**

- 9. DISCUSSION OF BUS STOPS**
- 10. DISCUSSION OF SERVICE REDUCTIONS AND CHANGES**
- 11. COMMUNICATIONS TO METRO GENERAL MANAGER**
- 12. COMMUNICATIONS TO METRO BOARD OF DIRECTORS**
- 13. ITEMS FOR NEXT MEETING AGENDA**
- 14. ADJOURNMENT**
ADJOURN TO THE NEXT MEETING OF THE METRO ADVISORY COMMITTEE ON WEDNESDAY, APRIL 18, 2012, AT 6:00 P.M., IN THE PACIFIC STATION CONFERENCE ROOM, 920 PACIFIC AVENUE, SANTA CRUZ, CALIFORNIA.

Pursuant to Section 54954.2(a)(1) of the Government Code of the State of California, this agenda was posted at least 72 hours in advance of the scheduled meeting at a public place freely accessible to the public 24 hours a day.

The agenda packet and materials related to an item on this Agenda submitted after distribution of the agenda packet are available for public inspection in the Santa Cruz METRO Administrative Office (110 Vernon Street, Santa Cruz) during normal business hours. Such documents are also available on the Santa Cruz METRO website at www.scmtd.com subject to staff's ability to post the document before the meeting.



Santa Cruz County Regional Transportation Commission

MINUTES

**Thursday, December 1, 2011
9:00 a.m.**

NOTE LOCATION THIS MONTH
Board of Supervisors Chambers
701 Ocean St
Santa Cruz CA 95060

1. Roll call

The meeting was called to order at 9:05 am.

Members present:

Rich Krumholz	Don Lane
Kirby Nicol	Randy Johnson
Eduardo Montesino	Ellen Pirie
John Leopold	Mark Stone
Neal Coonerty	Greg Caput
Dene Bustichi	Lynn Robinson
Norm Hagen	

Staff present:

George Dondero	Rachel Moriconi
Karena Pushnik	Yesenia Parra
Kim Shultz	Cory Caletti

2. Oral communications

Jack Nelson: Talked about the importance of sustainable transportation and thanked the RTC for sponsoring the Sustainability Workshop that was well attended. He said that he admired the Commission for having sustainable transportation goals.

3. Additions or deletions to consent and regular agendas

Executive Director George Dondero said that there was a replacement page for item 4, add-on pages for items 20 and 21.

Executive Director George Dondero requested that the Commission consider adding an urgency item to the agenda pursuant to Government Code

54954.2(b)(2). The information necessary to consider the item became available after the agenda packet had been distributed. The administrative step to execute a funding agreement with AMBAG for travel survey must be completed by December 31, 2011.

Commissioner Leopold moved and Commissioner Pirie seconded to add the special item as item 8a of the consent agenda. The motion passed unanimously.

Chair Stone said that the closed session will take place immediately following the consent agenda.

**CONSENT AGENDA
(Pirie/Lane, unanimous)**

MINUTES

4. Approved draft minutes of the November 17, 2011 Special SCCRTC meeting
5. Approved draft minutes of the November 8, 2011 Elderly and Disabled Technical Advisory Committee (E&DTAC) meeting
6. Approved draft minutes of the November 14, 2011 Bicycle Committee meeting
7. Approved draft minutes of the November 17, 2011 Interagency Technical Advisory Committee (ITAC) meeting

POLICY ITEMS

No consent items

PROJECTS and PLANNING ITEMS

No consent items

BUDGET AND EXPENDITURES ITEMS

8. Accepted status report on Transportation Development Act (TDA) revenues

ADMINISTRATION ITEMS

No consent items

INFORMATION/OTHER ITEMS

9. Accepted monthly meeting schedule
10. Accepted correspondence log

11. Accepted letters from SCCRTC committees and staff to other agencies
 - a. Letter from RTC Bicycle Committee Chair, David Casterson to Ken Anderson City of Scotts Valley Public Works regarding appreciation for shared roadway bicycle markings.
 - b. Letter from RTC Bicycle Committee Chair, David Casterson to various elected officials regarding reauthorization of the federal transportation act.
12. Accepted miscellaneous written comments from the public on SCCRTC projects and transportation issues
13. Accepted information items
 - a. Santa Cruz County "State of the Pavements" 2011 Update Presentation
 - b. Executive Summary of California Statewide Local Streets and Roads Needs Assessment – 2011 Final Report

REGULAR AGENDA

22. Review of items to be discussed in closed session (moved up by Chair Stone and taken out of order ahead of the Regular Agenda)

The Regional Transportation Commission adjourned to closed session at 9:10 AM.

CLOSED SESSION

23. Conference with legal counsel pursuant to Government Code 54956.9(c) to consider initiation of litigation for one potential case

PUBLIC SESSION

The Regional Transportation Commission reconvened to public session at 9:26 AM.

24. Report on closed session

Executive Director George Dondero said that the Federal Highway Administration (FHWA) has determined that the Highway 1 Soquel/Morrissey Auxiliary Lane project does meet the FHWA 10-year funding rule. The FHWA will not seek reimbursement from the RTC. The caveat to this decision is that the RTC must complete the tiered environmental document for the Highway 1 HOV Lanes project.

14. Commissioner reports (taken out of order after Item 24)- oral reports

Commissioner Leopold said that he attended the RTC Sustainability workshop. He said that the discussion of how we think about sustainability was important and necessary. He thanked staff for putting the workshop together and said

that this type of public discussion puts the RTC on a good road for the next Regional Transportation Plan (RTP).

15. Director's report – oral report

Executive Director George Dondero said that he and other RTC staff including Senior Transportation Planner Rachel Moriconi met with the Santa Cruz County Public Works Director to discuss ways to collaborate on a possible tax measure. He said that polling will be done for the 2012 election. He said that the County expressed interest in working with the RTC on polling questions. He also noted that the County is looking at a utility tax measure.

Mr. Dondero said that the Soquel/Morrissey Auxiliary Lane project is out for bid and the closing date is December 13, 2011. He said that the window for cutting the necessary trees is very tight. He noted that a special RTC meeting may be needed to sign a contract with the chosen consultant. He proposed that the meeting take place on January 5, 2012 at 9:00a.m. He said that the regular Commission meeting scheduled for January 12, 2012 will still take place.

He also announced the Monterey Bay Sanctuary Scenic Trail (MBSST) Network workshops are scheduled for December 13, 14, and 15th. He said that flyers have been distributed to Commissioners and staff has done extensive promotions for these workshops. Short videos have also been completed by an RTC volunteer intern, Ariana Green, who is a student at CalPoly. He said that any Commissioner that would be interested in making welcome remarks at any of the workshops please contact Executive Director Dondero directly. The consultants will use the information gathered at these workshops to consider possible trail locations.

16. Elect RTC Chair and Vice-chair for 2012-oral report

Commissioner Pirie said that the nominating committee consisted of Commissioners Leopold, Lane, Dodge and herself. She said the committee unanimously agreed on the nomination of Commissioner Nicol as the 2012 Commission Chair and Commissioner Coonerty as the Vice-chair. Commissioner Leopold noted that the committee agreed that it would be important to have a County Supervisor and City Councilmember representative in these seats.

Commissioner Pirie moved and Commissioner Leopold seconded to accept the committee's recommendation to elect Commissioner Nicol as the 2012 Commission Chair and Commissioner Coonerty as Vice-chair. The motion passed with Commissioner Nicol abstaining due to conflict of interest.

17. Caltrans report and consider action items

Commissioner Krumholz reported that Highways 152 and 236 had night closures due to the heavy winds last night. He said that Caltrans employees are working as quickly as possible to clear all fallen trees. He reminded everyone that it is that time of year where travelers must allow extra time for travel and safety should come first.

He noted the release of the CA511 system that will offer many features and allow Caltrans to inform travelers about lane closures, weather events, and road conditions, to name a few.

He reported that the Salinas road interchange false work is going up and work is moving forward. He said that unfortunately traffic is queuing thru this particular construction area. Mr. Krumholz also said that a project for the Pajaro River median barrier upgrade will be awarded on December 7.

He also noted that the speed limit on Hwy 101 thru Prunedale has been reduced to 55 MPH until the Prunedale corridor projects have been completed. He reminded all that speeding through constructions zones is unsafe and ticket fines are doubled.

He reminded the Commission that Dan Herron, Caltrans Planner, is retiring at the end of the year and that Mr. Adam Fukushima will be replacing Mr. Herron.

Commissioners congratulated Mr. Herron and wished him well.

Commissioner Caput thanked Mr. Krumholz for the College and Holohan Rd sidewalk work that has been completed. Responding to a comment from Commissioner Caput, Mr. Krumholz said that Caltrans employees working on Santa Cruz County roads are local residents.

18. FY 11/12 Transportation Development Act (TDA) Article 8 allocation claim from the City of Santa Cruz for bikeway striping and minor improvements

Senior Transportation Planner Cory Caletti said that the City of Santa Cruz presented a TDA claim in the amount of \$20,000 for bikeway striping and minor improvements as prescribed by the RTC Rules and Regulations.

Commissioner Coonerty moved and Commission Pirie seconded to approve the Bicycle Committee and staff recommendations that the Regional Transportation Commission approve a resolution for FY11-12 Article 8 Transportation Development Act funds for the City of Santa Cruz in the amount of \$20,000 for bikeway striping and minor improvements.

A roll call vote was taken and the motion (Resolution36-11) passed with Commissioners Coonerty, Nicol, Lane, Johnson, Montesino, Pirie, Leopold, Caput and Stone voting "aye".

19. Single County Metropolitan Transportation Organization (MPO)

Executive Director Dondero said that the summary included in the packet had been prepared by the Transportation Agency for Monterey County (TAMC) and it encapsulates the discussions thus far. Mr. Dondero said that this is an informational item. Staff will continue to work with AMBAG, TAMC and San Benito COG to look for ways to reduce redundancy and improve collaboration.

Commissioner Leopold thanked staff from all the agencies for all the work that has been done. He noted that one city has veto power, the City of Salinas. He hopes that AMBAG is more responsive to the agencies' needs.

Commissioner Pirie said that she and Commissioners Coonerty and Robinson sit on the AMBAG board and that this process has been a changing experience for AMBAG. She said she has already seen some change. She noted that the AMBAG board directed staff to work more collaboratively and find ways to eliminate duplicative work.

George said that the City of Salinas Council asked for a report one year from now on how the collaborations are doing. Commissioner Pirie said that the Commission needs to keep in mind that the permanent director left in June and Mr. White is the interim only through December. A second interim director will be on board for about 4 months during the continued recruitment for a permanent director.

Commissioner Pirie motioned and Commissioner Robinson seconded to direct staff to continue to work with sister agencies to look for ways to improve collaboration and reduce duplication. The motion passed unanimously.

The Regional Transportation Commission adjourned for a short break at 9:55 AM and reconvened at 10:03 AM.

20. **10:00 A.M. PUBLIC HEARING:** 2012 Regional Transportation Improvement Program (RTIP)

Senior planner Rachel Moriconi said that the Bicycle, Interagency Technical Advisory and the Elderly and Disabled Transportation Advisory Committees reviewed the proposed projects for State Transportation Improvement Program (STIP) and Regional Surface Transportation Program (RSTP) funds. The Committees' recommendations are included in the written staff report.

Commissioner Stone said that he spoke to staff of some Public Works Departments in the Bay Area and they were concerned with the process of allocating funding, specifically STIP funds, to large projects without a long term plan to actually fund the entire project. He said that the concern is that STIP funds will go away if projects are not completed within the allotted timeframe.

Executive Director Dondero and Commissioners thanked staff and the local jurisdictions for their diligent work on the proposed project lists.

Commissioner Pirie asked members of the public to review the recommendation from her and Commissioner Stone. She noted that the Highway 1 HOV Lane project had not been at the top of the project funding list until the concern from the FHWA to return funds was brought to light. She summarized that the proposal was to not fund the Soquel to 41st Auxiliary Lane project during this STIP cycle and instead allocate the funds to local streets and road projects; however, it also includes a commitment from the Commission to allocate funds to the Soquel to 41st Auxiliary Lane project during the next available funding cycle.

Commissioner Stone said that this is an attempt to change the way the RTC is talking about transportation and address the pressure to fix local streets and roads.

Commissioners clarified that the next funding cycle could be as late as FY15/16 and that Highway 1 is considered to be a local road by many. Commissioners also discussed the concern that the CTC does not normally fund local roads and that they want local jurisdictions to help themselves.

The RTC opened the floor for comments from the public.

Lucy McCullough, Long Ridge Rd resident, said that the local roads have not been maintained since the Loma Prieta earthquake. She said that the emergency state of the roads is due to the lack of maintenance not just the damage caused by the storms. She asked that speed limit signs be posted when traffic is being detoured off of Hwy 17 through local roads and also asked why there is no advisory committee for rural roads.

Frank Cirocco, Skyline Road resident, said that roads in the unincorporated area need attention. He said that he is concerned that only partial filling of potholes is done and that the filling is not consistent even on the same road. He distributed photos of road conditions for Miller and Skyline roads.

Rick Longinotti, resident, thanked Commissioners Stone and Pirie for asking the Commission to take a different direction. He asked the Commission to consider the future, specifically the cost of fuel which will affect how people travel. He noted that vehicle miles traveled has been dropping every year. He said people drive less when fuel costs more and will rely on foot, transit and cycling for alternative transportation. He asked the Commission to consider a study session of the impact of peak oil.

Paul Elerich, Aptos resident thanked Commissioners Pirie and Stone. He said there is an overwhelming awareness that the roads need to be fixed. He added

that 175 residents live at the end of Vieira Drive which desperately needs to be fixed. If that road goes due to rain, the 175 residents are stuck.

Micah Posner, People Power, said that transportation is changing and that incrementally bike usage is going up while vehicle usage is going down. He said that what is being proposed by Commissioners Pirie and Stone is a compromise but does not move toward less vehicle usage. He added that People Power supports the idea of fixing local roads but will not support improvements to Hwy 1 in the future.

Wilson Fieberling, City of Santa Cruz resident and RTC Bike Committee member, asked the Commission to include the Branciforte Bridge for funding as it will be used by many cyclists. He said that this is a small project that can actually be accomplished.

Manu Koenig, Corralitos resident, said that the local community has established a committee to get funding for Corralitos area roads. He said that regional funds should be used for regional projects and that Hwy 1 projects should be funded through tolls. He also said that disincentives to driving would be the ultimate solution but may not be accomplished as soon as people want it.

Jim Danaher, Live Oak resident, said the public has spoken loud and clear that they want local roads and sidewalks fixed to make it safe for residents to get around. He said that he supports the proposal from Commissioners Stone and Pirie.

Steve Piercy, County resident and member of People Power, said that he is aware of the finite resources available and reminded the Commission that in 2004 Measure J was soundly defeated. He said that despite the Measure J defeat, the Commission began to build "sneak lanes." He said he wants safe travel options for people who cannot afford to purchase cars and rely on public transportation and sidewalks. He thanked Commissioners Pirie and Stone for the compromise and said that if you build sidewalks or fix pot holes they will come.

Robert Kundus, Redwood Lodge road resident said that Redwood Lodge road is 2 miles long and is in dire straits. He said it is used to connect to Hwy 17. He said that FEMA has already invested in Redwood Lodge road so if the CTC does not approve funding for local roads that the Commission should go to FEMA again.

Cara Lamb, Santa Cruz resident, said that she does not drive and that people like her are the future. She said that the baby boomers will lose the ability to drive and need other transportation options. She said that it was clear that the Commission's plans for the future are not the same as hers. She said that bus service has gone down in the past 20 years and service has not changed. Transportation options should be based on the user needs.

Peter Scott, Campaign for Sensible Transportation, said he opposes the widening of Hwy 1 and that although the proposal from Commissioners Stone and Pirie is not what the Campaign for Sensible Transportation usually supports, he is supporting the proposal. He also said that he reviewed some photos of storm damaged roads and that repairing them now will probably be cheaper than repairing them later.

Tawn Kennedy, Greenways to School Project Director, said that he supports Commissioners Stone and Pirie's proposal and asked that decision be made to protect the most vulnerable road users, such as young people who cannot drive. He asked that transportation alternatives for young people that also address issues like obesity such be prioritized.

Larry Lapp, 40 year resident, said that the latest pavement report states that we have 100 miles of failing roads, a condition likely to get worse with winter coming. He is concerned about how he and other residents will be able to get to town. He said that differed road maintenance cost are 5 to 10 times higher than storm damage repair costs. He also said that 52% of these damaged roads are in the unincorporated areas. He noted that members of the Commission are from incorporated areas. He feels underrepresented.

Chris Mann, Business Council, said that the Business Council represents 60 companies and more than 20,000 people. He said the Council surveyed membership and they support continued prioritization of Hwy 1 but also support alternative modes of transportation. He said that he was traveling 10 miles per hour this morning starting at Park Ave, to Morrissey, after Morrissey traffic began to move at a normal speed. He also said he was empathetic with the charge of the Commission.

George Smith, summit resident, said he would like to see the projects on Hwy 1 completed. He said that it is unfortunate that funds need to be diverted to fix storm damaged roads but they do need to get fixed. He said he supported the proposal made by Commissioners Stone and Pirie.

Luke Rizzuto, said that his heart went out to the Commission. He noted that Commissioner Leopold was instrumental in getting Redwood Lodge road fixed. He said that the problem he has with taking so long to complete Hwy 1 projects is that by the time the projects are done they are obsolete. He asked the Commission to be visionary. He said that a study was done and it concluded that in the next 15 to 20 years 60% of traffic will be traveling to San Jose and Monterey. Residents of "mountain roads" don't want roads widened because it will require speed increases and take property. However, they would appreciate the trimming of bushes and patch work of their roads.

Rebecca Evans, Long Ridge Road resident, said that the state of the roads is awful. She said the priority should always be safety. Some of these roads don't

even have access for emergency vehicles. She noted that it was the 25 year anniversary of the Mountain fire.

John Herr thanked staff for their work on the proposed project list. He said that if roads are not maintained at a certain level, the cost becomes disproportional. He recommended that the Commission maintain all its current projects and not bring in any new projects .

Jack Nelson said that the state of pavement report states that you either pay now or pay more later. He said that when you add lanes you get renewed congestion as early as 5 years down the road. He said that people who use Hwy 1 for short trips can be converted.

Daniel Dodge, City of Watsonville representative, said that the proposal from Commissioners Stone and Pirie would allow for some South County projects to be funded which would free up funds for other City projects. He said that South County residents that drive from Watsonville to San Jose, UCSC and the County offices depend on Hwy 1. He said that not completing the Hwy 1 projects affects South County residents everyday life.

The public hearing was closed.

Commissioner Leopold said that Santa Cruz County has pressing local road needs and the projects to address safety and those should be a priority. He noted that all counties are facing new issues that were not there just a few years ago like the lack of assistance from FEMA. He also said that local road projects should be awarded to local construction companies whenever possible.

Commissioner Leopold moved to accept the staff recommendations substituting the STIP funding recommendations made by staff with those proposed by Commissioners Stone and Pirie in a chart attached to a letter dated November 28, 2011 and distributed to the Commissioners. Commissioner Pirie seconded the motion.

Commissioners and staff clarified that the funding available to the Commission for transportation projects cannot be used for road maintenance, that the \$4 million proposed for Hwy 1 by staff is not for a study but for the design and right-of-way phases of the Hwy 1 41st Ave to Soquel Dr Auxiliary Lanes project and that the failure of Measure J did not mean that funds should not be allocated to Hwy 1 projects or any other project included in the measure.

Commissioners discussed the need to repair damaged local roads, the need to continue to improve Hwy 1, funding challenges for all transportation needs especially very large projects such as the Hwy 1 HOV Lanes project, the need to be prepared to take advantage of unforeseen funding opportunities, and the fact that Hwy 1 is used as a local road by residents especially those South County to get to work and school.

Commissioner Lane asked to move \$150,000 from the Hwy 1/9 intersection project to the Branciforte Creek Bridge project. This request was accepted by the maker and second of the motion on the floor as a friendly amendment. Commissioner Pirie asked for a friendly amendment to the motion on the floor to add that the Commission indicates intent to support future Hwy 1 improvements the next time that the Commission has an opportunity to vote on STIP funding. Commissioner Leopold did not accept this as a friendly amendment.

Commissioner Coonerty asked whether the friendly amendment could be limited to supporting \$4 million for the Hwy 1 41st Ave to Soquel Dr Auxiliary Lanes and Chanticleer Overcrossing project rather than all potential Hwy 1 improvements. Commissioner Pirie accepted that as the redefined friendly amendment. It was still not acceptable to Commissioner Leopold as a friendly amendment.

A motion was made by Commissioner Pirie and seconded by Commissioner Coonerty to amend the motion on the floor by adding that the Commission indicate an intent to support \$4 Million in funding for the Hwy 1 41st Ave to Soquel Dr Auxiliary Lanes and Chanticleer Overcrossing project next time that the Commission has an opportunity to program available STIP funding.

Commissioner Nicol suggested a friendly amendment to replace the word "intent" in the amendment to the motion to the word "commitment". This was not accepted as a friendly amendment by the second to the motion to amend the main motion on the floor.

A motion was made by Commissioner Nicol and seconded by Commissioner Montesino to replace the word "intent" with the word "commitment" in the motion by Commissioners Pirie and Coonerty to amend the main motion on the floor. The motion failed with 5 votes in favor and 7 votes in opposition.

The motion made by Commissioner Pirie and seconded by Commissioner Coonerty to amend the main motion on the floor failed with 6 votes in favor and 6 votes in opposition.

Commissioner Pirie withdrew her second to the main motion by Commissioner Leopold. Commissioner Coonerty then seconded the main motion by Commissioner Leopold.

Commissioner Nicol motioned to substitute Commissioner Leopold's main motion with a motion to accept the staff recommendations as presented in the staff report. Commissioner Bustichi seconded the motioned. The motion to substitute Commissioner Leopold's main motion with the staff recommendations passed with 7 votes in favor and 5 votes in opposition.

Commissioner Stone called the question on the substitute motion on the floor made by Commissioner Nicol and seconded by Commissioner Bustichi to

approve the staff recommendations as presented in the staff report. The motion passed on a 9 to 3 vote with Commissioners Lane, Coonerty and Leopold voting no.

21. Draft State and Federal Legislative Agenda and State Legislative Update

Senior Planner Rachel Moriconi said that the information received today will help in the development of the 2012 legislative program. She also noted that if the RTC is interested in giving preferential treatment to local businesses for transportation projects, as mentioned during an earlier item, legislative changes would be needed to allow it. She reported that a proposal for a new federal transportation act is on the table and that it could result in reduced funding for the Santa Cruz County region.

John Arriaga , JEA and Associates and Steve Schnaidt provided a brief summary of state legislative activities.

22. Meeting adjourn at 12:57

Executive Director Dondero announced that the December 15 Transportation Policy Workshop meeting will likely be canceled.

23. Next Meetings

The next Transportation Policy Workshop meeting is scheduled for Thursday, December 15, 2011 at 9:00 a.m. at the SCCRTC Offices, 1523 Pacific Avenue, Santa Cruz, CA. This meeting will likely be cancelled.

The next SCCRTC meeting is scheduled for Thursday, January 12, 2012 at the City of Santa Cruz Council chambers, 809 Center St.

Respectfully submitted,

Yesenia Parra
Administrative Services Officer

ATTENDEES

Jack Nelson
Angela Aitken
Dan Herron
Steve Wiesener
Rebecca Raney
Wilson Fieberling

SCMTD
Caltrans
County of Santa Cruz Public Works

Mark Dettle	City of Santa Cruz
David Koch	City of Watsonville
Caroline Lamb	
George L Smith	
Frank Cirocco	
Lela Cirocco	
Daniel Brandt	
Chris Schneider	City of Santa Cruz
Eric Hammer	
Phil Nichols	
Jeff White	
Les White	SCMTC
Martin Knutson	
Peter Scott	Campaign for Sensible Transportation
Bhupendra Patel	AMBAG
Chris Mann	Santa Cruz Business Council
Lucy McCullough	
Barbara Mason	
Reed Serrle	
Ron Pomerantz	
Steve Piercy	
Daniel Dodge	City of Watsonville
Luke Rizzuto	
Jennifer Straw	
Jim Danaher	
Rick Longinotti	
Paul Elerich	
Micah Posner	
Manu Koenig	
Cara Lamb	
Tawn Kennedy	
Larry Hopp	
Neil Lokey	

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: January 27, 2012

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

Prepared by: Sherri Escobedo, Administrative Assistant
Date Prepared: January 27, 2012



EMPLOYEE LONGEVITY AWARDS

CERTIFICATE OF APPRECIATION – 10 YEARS

The Board of Directors proudly presents this Certificate of Appreciation and 10 year Service Pin for the completion of 10 years of service between 2002 and 2012 to:

Harlan I. Glatt	Sr. Database Administrator
Delvis F. Seda	Bus Operator
Mario Arellano	Bus Operator
Jon Bartholomew	Bus Operator
Rhonda Carter	Bus Operator
Michael Cotroneo	Bus Operator
Richard Cowell	Bus Operator
Brian McHale	Bus Operator
Justina O'Hagin	Bus Operator

**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
TERRY A. GALE AS INFORMATION TECHNOLOGY MANAGER
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 Terry A. Gale to serve in the position of Computer Systems Administrator, then promoted him to Information Technology Manager, and

WHEREAS, Terry A. Gale served as a member of the Information Technology Department of the Santa Cruz Metropolitan Transit District for the time period of January 2, 1990 to December 30, 2011, and

WHEREAS, Terry A. Gale provided the Santa Cruz Metropolitan Transit District with dedicated service and commitment during the time of employment, and

WHEREAS, Terry A. Gale served the Santa Cruz Metropolitan Transit District with distinction, and

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

WHEREAS, during the time of Terry A. Gale's service, METRO expanded service, developed new operating facilities, purchased new equipment, developed accessible bus stops, opened new transit centers, improved ridership, 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 Terry A. Gale.

NOW, THEREFORE, BE IT RESOLVED, that upon his retirement as Information Technology Manager, the Board of Directors of the Santa Cruz Metropolitan Transit District does hereby commend Terry A. Gale 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 Terry A. Gale, 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 January 2012 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

APPROVED _____
ELLEN PIRIE
Board Chair

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
ROBERTO OJEDA AS FM MECHANIC II
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 Roberto Ojeda to serve in the position of FM Mechanic I, then promoted him to FM Mechanic II, and

WHEREAS, Roberto Ojeda served as a member of the Fleet Maintenance Department of the Santa Cruz Metropolitan Transit District for the time period of October 3, 1988 to December 31, 2011, and

WHEREAS, Roberto Ojeda provided the Santa Cruz Metropolitan Transit District with dedicated service and commitment during the time of employment, and

WHEREAS, Roberto Ojeda served the Santa Cruz Metropolitan Transit District with distinction, and

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

WHEREAS, during the time of Roberto Ojeda'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 Roberto Ojeda.

NOW, THEREFORE, BE IT RESOLVED, that upon his retirement as FM Mechanic II, the Board of Directors of the Santa Cruz Metropolitan Transit District does hereby commend Roberto Ojeda 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 Roberto Ojeda, 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 January 2012 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

APPROVED _____

ELLEN PIRIE
Board Chair

ATTEST _____

LESLIE R. WHITE
General Manager

APPROVED AS TO FORM:

MARGARET GALLAGHER
District Counsel

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: January 27, 2012

TO: Board of Directors

FROM: Robert Cotter, Maintenance Manager

SUBJECT: UPDATE OF THE CONSTRUCTION, IMPROVEMENT AND REPAIR OF PROPOSED COUNTY-WIDE BUS STOPS USING \$500,000 IN STATE TRANSIT IMPROVEMENT PROGRAM FUNDS VIA THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION (SCCRTC)

I. RECOMMENDED ACTION

No Action is required – For information only

II. SUMMARY OF ISSUES

- Santa Cruz METRO received \$500,000 in approved State Transit Improvement Program (STIP) capital project dollars for an automatic traveler information system, which was programmed into the Regional Transportation Plan (RTP) by the Santa Cruz County Regional Transportation Commission (SCCRTC) in FY08.
- In 2009, Santa Cruz METRO staff addressed the purpose of the original STIP project via the use of “Google Transit” and requested that the STIP capital funds be reprogrammed to needed bus stop construction, repairs and improvements.
- On December 7, 2009, SCCRTC assisted Santa Cruz METRO in reprogramming the funds and received California Transportation Commission (CTC) approval. Santa Cruz METRO had until June 2011 to obtain an allocation of funds.
- Since CTC awards STIP funds on a “first come, first served” basis and expenditure must commence within six months, Santa Cruz METRO applied for a January 2011 allocation with plans to start the project in May 2011 with an end date of June 30, 2012.
- Design of the bus stop improvement project included extensive outreach to: SCCRTC’s Elderly and Disabled Transit Advisory Committee (E&D TAC) and Interagency Technical Advisory Committee (ITAC); Santa Cruz METRO’s Bus Stop Advisory Committee (BSAC); representatives from the United Transportation Union (UTU) and Service Employees International Union (SEIU); and, the general public.
- Santa Cruz METRO staff compiled its original master list of repairs from multiple lists representing many years of SCCRTC, Santa Cruz METRO, UTU, SEIU, BSAC and public input and has omitted stops that may become inactive.
- If repairs to a selected stop could not be made for any reason, Santa Cruz METRO staff has the ability to select from the list in **Attachment D**, another stop in the same district (when possible) for allowable improvements and/or repairs.

III. DISCUSSION

Santa Cruz METRO received \$500,000 in approved State Transit Improvement Program (STIP) capital project dollars for an automatic traveler information system, which was programmed into the Regional Transportation Plan (RTP) by the Santa Cruz County Regional Transportation Commission (SCCRTC) in FY08. In 2009, Santa Cruz METRO addressed the purpose of the original STIP project via the use of “Google Transit” and requested that the STIP capital funds be reprogrammed to needed bus stop construction, repairs and improvements, a long-standing, heretofore unfunded priority project.

On December 7, 2009, SCCRTC assisted Santa Cruz METRO in reprogramming the funds and received California Transportation Commission (CTC) approval. Santa Cruz METRO had until June 2011 to obtain an allocation of funds. Since CTC awards STIP funds on a “first come, first served” basis and expenditure must commence within six months, Santa Cruz METRO applied for a January 2011 allocation with plans to start the project in May 2011, with an end date of December 30, 2012.

Santa Cruz METRO staff designed the bus stop improvement project with extensive outreach to and input from: SCCRTC’s Elderly and Disabled Transit Advisory Committee (E&D TAC) and Interagency Technical Advisory Committee (ITAC); Santa Cruz METRO’s Bus Stop Advisory Committee (BSAC); representatives from the United Transportation Union (UTU), Service Employees International Union (SEIU), and; the general public. In the course of compiling the attached lists, staff began with multiple existing lists of suggested improvements representing years of SCCRTC, Santa Cruz METRO staff, UTU and public input, which totaled over 200 needed repairs. Ninety-three (93) are currently on hold (**Attachment D**) for various reasons—for example, either the needed repairs were not eligible for this funding or cost-prohibitive, such as those which required meeting Caltrans’ road standards for bus stop pads, which can cost upwards of \$100,000 each.

A BSAC meeting for final input and comments was held on December 2, 2010, with all parties invited and provided with final drafts of the suggested lists of improvements prior to the meeting. In addition to attending the E&D TAC meetings to present the original scope of the project, a number of different staff also presented updates on the project to both E&D TAC and ITAC at a number of their meeting and requests for information.

Santa Cruz METRO has begun recommended repairs and improvements to the bus stops on the agreed Bus Stop Improvement list. Using both Santa Cruz METRO employees and contractors, repairs to seventeen (17) bus stops have been completed. These repairs range from the complete install of a shelter and pad at Emeline and Sutphen to repairs of roofs to existing Phase II shelters. Those repairs are listed and depicted on **Attachment E, F and G**.

Because Santa Cruz METRO has come in under-budget on many of the originally approved recommended construction improvements using \$500,000 in STIP funds; Santa Cruz METRO has compiled a list of twenty-six (26) possible bus stops that are shelter ready (concrete pad already in place with no ADA accessibility issues) to bring to E&D TAC at their next meeting. At that meeting, E&D TAC will be asked for its input as to which of those twenty-six (26) bus stops will receive the ten (10) new shelters purchased with funds from this grant. The other proposed repair/improvement is the re-roofing of an estimated seventy-four (74) Phase II

shelters. Should additional funds become available through cost savings, additional shelters will be re-roofed. As with all other portions of the Bus Stop Improvement Project, the repairs to the Phase II shelters will be distributed as equally as possible throughout the County.

The Lane 4 Awning replacement project funding is provided by two (2) sources; STIP funds in the amount of \$65,000 and \$35,000 from Facilities' Capital budget. The present awning is in need of replacement due to its state of repair. The present owner of the building has been consulted and is in agreement with Santa Cruz METRO's proposed replacement awning. The owner of the building will be consulted again as the portion of the Bus Stop Improvement Project moves forward and through the project. The replacement of the Lane 4 awning was approved by Santa Cruz METRO's Board of Directors on October 28, 2011 and the contract was awarded to Jim Coats Construction. Santa Cruz METRO is working with the City of Santa Cruz during the Lane 4 portion of Bus Stop Improvement Project to ensure that the new awning at Pacific Station will be part of the overall vision the City has for the downtown area. At the present time, Santa Cruz METRO is waiting for the return of paperwork (permits) from the City before proceeding with the Lane 4 portion of Bus Stop Improvement Project. Santa Cruz METRO has already received approval from the City on the design and color of the new awning.

In regard to the project in its entirety, Santa Cruz METRO is a self-permitting agency under Section 23 of the Code of Federal Regulations Chapter 771.117(b)(8), and is exempt from filing environmental documents in regard to, "installation of fencing, signs, pavement markings, small passenger shelters. . .where no substantial land acquisition or traffic disruption will occur." Nonetheless, staff will work with local public works' departments in each jurisdiction to let them know well in advance of any work being scheduled. To accomplish this, Santa Cruz METRO has been in contact with County/City Officials and private businesses to keep all parties involved and informed. All issues have been resolved before any construction begins.

Attachments A and B which list the recommended repairs and improvements, have the origin of the requesting group in the far left column. Staff then omitted stops that may become inactive. In the course of outreach, staff received a detailed letter from E&D TAC with requests for targeted construction and improvements. Staff took photos of all suggested locations and nearby bus stops and presented potential repairs and improvements eligible for these funds at the August 2010 E&D TAC meeting.

Attachment C is a map showing the distribution of construction, repairs and improvements county-wide. Supervisorial Districts 1, 2 and 3 each benefit from twenty-two (22) bus stop improvements; District 4 has twenty (20) and District 5 has twenty-one (21), for a total of one hundred-seven (107) recommended improvements and repairs. The challenge in Districts 4 and 5 is that most stops are on state roads which require all construction to be done to meet Caltrans' standards, which can drive the cost of a simple repair very high. Staff also omitted repairs requiring the purchase of right-of-way or non-construction activities, neither of which can be included in the STIP project budget. Staff strove to meet the standards of environmental justice in the equitable distribution of repairs for this project.

Attachment E is a map showing the distribution of completed construction, repairs and improvements county-wide.

IV. FINANCIAL CONSIDERATIONS

STIP funds in the amount of \$500,000 support the bus stop construction, improvements and repairs delineated on **Attachment A**. Of the \$500,000, approximately \$150,000 will be used to pay for Santa Cruz METRO labor used in the project (approximately 30 hours per week for a year). The additional repairs listed on **Attachment B** will be made with Santa Cruz METRO labor and using recycled equipment pulled from deactivated stops in order to equalized the distribution of repairs and improvements county-wide.

V. ATTACHMENTS

Attachment A: Santa Cruz METRO Bus Stop Improvement Project Recommended Repairs and Improvements

Attachment B: Santa Cruz METRO Bus Stop Improvement Project Additional Repairs and Improvements by District

Attachment C: Bus Stop Improvements Map

Attachment D: Repairs on Hold List

Attachment E: Bus Stop Improvements Completed Map

Attachment F: Bus Stop Improvements Completed and Under Construction List

Attachment G: Bus Stop Improvements Status by Stop and Item List

Attachment A

Santa Cruz METRO Bus Stop Improvement Project
Recommended Repairs and Improvements

Attachment A

Recommended by	Stop ID#	Street	Cross Street	Direction	Routes in Use	Explanation of Status	District	Improvements for this funding	Estimated Cost (incl. labor)
UTU	1267	Brommer	17th	out	66	Needs shelter and light.	1st	Add a shelter.	\$8,500
UTU	1269	Brommer	17th	in	66	Needs shelter and light.	1st	Light	\$3,000
EDTAC	1291	Capitola Rd	Jose	in	69SD, 69SE		1st	Flip seat bench. Light.	\$4,000
EDTAC	1299	Capitola Rd	30th	out	69WD, 69WE		1st	Check roof	\$2,000
SCMTD	1301	Capitola Rd	Thompson	out	69WD, 69WE	Concrete pad not large enough for shelter.	1st	Light	\$3,000
						Ready to install.			
						Location needs new shelter, light (visibility poor, old wood shelter).			
UTU	1302	Capitola Rd	41st	out	53, 66, 69WD, 69WE	Existing shelter needs all new shelter screens.	1st	New shelter with bench and light.	\$9,000
SCMTD	1347	County Hospital	Emeline	out	4, 9		1st	Light	\$3,000
						Current concrete pad not large enough for shelter.		Move the site, coordinating with County.	\$45,000
SCMTD	1384	Emeline	Sutphen	in	4, 9		1st	Beacon light	\$3,000
UTU	1571	Highway 17	Pasatiempo	in	17, 35	Needs shelter and light.	1st	New shelter roof. Light.	\$4,000
EDTAC	1685	Portola	24th	out	66, 68D		1st		
						Existing shelter needs new upper shelter screens.			
SCMTD	1688	Portola	30th	out	66, 68D, 68N		1st	Light	\$3,000
						Concrete pad not large enough for a shelter.			
						Needs shelter, light (UTU).			
UTU	1807	Soquel Drive	Mission Dr	in	53, 70, 71SD, 71SE		1st	Light	\$3,000
EDTAC	1809	Soquel Drive	Thurber Lane	in	53, 70, 71SD, 71SE		1st	New shelter roof. Light	\$4,000
						Needs new shelter, light (visibility poor, wood shelter) (UTU).		This stop is conditioned upon redevelopment.	\$3,000
UTU	1817	Soquel Drive	41st	in	53, 70, 71SD, 71SE		1st	Light	\$3,000
SCMTD	1921	7th	Cambria	out	66	Existing shelter needs one new shelter screen.	1st	Light	\$3,000
EDTAC	2173	17th	Matthew	in	66		1st	Light. New shorter bench.	\$4,000
UTU	2177	Portola	Corcoran	in	12, 66, 68	Needs shelter and light.	1st	Light	\$3,000
SCMTD	2340	Capitola Rd	Foster Ct	in	69SD, 69SE	Needs shelter.	1st	Light	\$3,000
EDTAC	2367	Soquel	Chanticleer	out	70, 71WD, 71WE		1st	Light	\$3,000

Attachment A

Santa Cruz METRO Bus Stop Improvement Project
Recommended Repairs and Improvements

Recommended by	Stop ID#	Street	Cross Street	Direction	Routes in Use	Explanation of Status	District	Improvements for this funding	Estimated Cost (incl. labor)
UTU	2377	Capitola Rd	Clares	in	69SD, 69SE	Needs shelter and light.	1st	Light	\$3,000
EDTAC	2551	17th	Tremont	out	66		1st	Light	\$3,000
EDTAC	2575	Soquel Drive	Terrace	in	54, 55, 56, 71		1st	New roof, new shorter bench, and light with beacon.	\$5,000
SCMTD	1425	Freedom	Soquel Dr	in	71SD, 71SE	Existing shelter needs all new shelter screens except rear lower.	2nd	Light with beacon.	\$3,000
SCMTD	1426	Freedom	Aptos Pines MHP	out	71WD, 71WE	Existing shelter needs all new shelter screens.	2nd	Light	\$3,000
SCMTD	1428	Freedom	Apto High School	out	71WD, 71WE	Existing shelter needs all new shelter screens.	2nd	Light	\$3,000
UTU	1431	Freedom	McDonald	in	71SD, 71SE	No concrete pad. Needs shelter and light.	2nd	Rural lighting	\$3,000
UTU	1432	Freedom	McDonald	out	71WD, 71WE	Needs serious tree trimming, very poor visibility.	2nd	Rural lighting	\$3,000
SCMTD	1433	Freedom	Parkhurst Terrace	in	71SD, 71SE	Existing shelter needs new upper shelter screens.	2nd	Rural lighting	\$3,000
SCMTD	1447	Freedom	Corralitos Rd	out	71WD, 71WE, 76	Location has no pad, no ramp, and no curb.	2nd	Light with beacon	\$3,000
UTU	1453	Freedom	Filipino Comm Ctr	out	71WD, 71WE, 76	no pad no ramp no curb. Needs landing, rural lighting (UTU)	2nd	Light	\$3,000
UTU	1852	Soquel Drive	Trout Gulch	in	71SD, 71SE	Location has no pad and no ramp. Needs shelter and light (UTU).	2nd	Condition this site for full improvement upon Aptos Village Redevelopment. Add light and a no parking zone.	\$3,000
SCMTD	2012	Park Ave	Cabrillo	in	54, 55, 69SD	Location has no pad and no ramp. Needs shelter and light (UTU).	2nd	Ask property owners. Light.	\$3,000
UTU	2013	Park Ave	#600	in	54, 55, 69SD	Location has no pad and no ramp. UTU says they are unable to view stop.	2nd	Light	\$3,000
EDTAC	2280	Seascape	Summer	out	54, 56		2nd	New shorter bench.	\$1,500

Attachment A

Santa Cruz METRO Bus Stop Improvement Project
Recommended Repairs and Improvements

Recommended by	Stop ID#	Street	Cross Street	Direction	Routes in Use	Explanation of Status	District	Improvements for this funding	Estimated Cost (incl. labor)
SCMTD	2409	Freedom	#2672	in	71SD, 71SE	Location has no pad and no ramp.	2nd	Light	\$3,000
SCMTD, UTU	2410	Freedom	#2672	out	71WD, 71WE, 76	Location has no pad, no ramp, and no curb. Needs a shelter and needs landing but there is not enough space.	2nd	Light	\$3,000
EDTAC	2480	Nielson	Watsonville Hospital	in	69WD, 69WE, 74, 76		2nd	New shorter bench. New roof. Light.	\$5,000
SCMTD, UTU	2596	Freedom	#2716	in	71SD, 71SE	Needs a shelter, rural light.	2nd	Rural light	\$3,000
UTU	2599	Capitola Rd	49th	in	54, 55, 69	Needs shelter and light	2nd	Light	\$3,000
EDTAC	2620	Soquel Drive	Heather Terrace	out	54, 55, 56, 71		2nd	New shorter bench. Light.	\$4,500
SCMTD, UTU	2643	Freedom	#2716	out	71WD, 71WE, 76	ramp, and no curb. Needs shelter, rural light.	2nd	Light	\$3,000
EDTAC	2681	Via Pacifica	Cabo Court	out	54, 56	Location needs red paint and bench.	2nd	Bench	\$1,500
EDTAC	1219	721 Bay	Columbia	in	53, 54		3rd	New shorter bench. Light.	\$4,000
EDTAC	1220	721 Bay	Columbia	out	3, 19		3rd	Light with beacon	\$3,000
SCMTD	1226	Bay St	Mission St	out	19, 41	Needs new upper shelter screens.	3rd	Light	\$3,000
SCMTD	1227	Bay St	King St	out	12, 13, 15, 16N, 19, 19N	Accessibility by adding passenger pad.	3rd	Consider for larger improvement. Space to add shelter and full pad.	\$45,000
BSAC#4, UTU	1590	Laurel	Blackburn	in	12, 15, 16, 40, 41, 42	Needs lighting.	3rd	Light	\$3,000
EDTAC, UTU	1591	Laurel	Center	out	12, 15, 16, 40, 41, 42	Move parking spaces for easier access. Location has no bench.	3rd	Recommend for larger improvement. Move sign. Add concrete to pad. Add shelter	\$45,000
UTU	1629	Mission	Laurel	in	12, 13, 15, 16, 40, 41, 42	Needs shelter and light.	3rd	Light	\$3,000

Attachment A

Santa Cruz METRO Bus Stop Improvement Project
Recommended Repairs and Improvements

Recommended by	Stop ID#	Street	Cross Street	Direction	Routes in Use	Explanation of Status	District	Improvements for this funding	Estimated Cost (incl. labor)
UTU	1658	Murray	Seabright	out	68D, 68N	Pad seems to be on private property. Needs shelter and light.	3rd	Light	\$3,000
EDTAC	1779	2nd	Pacific	in	07, 19		3rd	Drop seating	\$1,500
EDTAC	1783	Soquel	Ocean	out	69WD, 69WE	Enough space for a shelter. Near EDTAC identified site.	3rd	Lighting, signal, curb painting, shelter. LARGER IMPROVEMENT	\$45,000
UTU	1799	Soquel Ave	Park Way	in	66, 69SD, 69SE, 70, 71SD, 71SE	Needs light, no room for shelter.	3rd	Light	\$3,000
SCMTD	1802	Soquel Ave	La Fonda	out	70, 71WD, 71WE	Location needs new upper shelter screens.	3rd	Light	\$3,000
SCMTD	1916	7th	Bronner	out	66	Needs one new shelter screen.	3rd	Light	\$3,000
EDTAC	2422	Grandview	Arroyo Seco	out	3		3rd	New shorter bench	\$1,500
EDTAC	2593	Pacific	2nd	in	3, 19, 20		3rd	Dropseat bench	\$1,500
UTU	2715	Natural Bridges Dr	Mission Ext	In	20	Needs shelter.	3rd	Light	\$3,000
UTU	2716	Natural Bridges Dr	Mission Ext	out	20	Needs shelter.	3rd	Light	\$3,000
UTU	2717	Natural Bridges Dr	Delaware	out	20	Needs shelter and light.	3rd	Light	\$3,000
UTU	2718	Natural Bridges Dr	Delaware	in	20	Needs shelter and light.	3rd	Light	\$3,000
SCMTD	1087	Freedom	Emme	out	71WD, 71WE, 76	Concrete pad not large enough.	4th	Light	\$3,000
SCMTD	1136	Main St	Rodriguez	out	71WD, 71WE, 75, 91XW	No pad and no ramp.	4th	Light	\$3,000
SCMTD	1137	Main St	Auto Center Dr	out	71WD, 71WE, 72, 75, 76	No concrete pad. Needs shelter and light.	4th	Light	\$3,000

Attachment A

Santa Cruz METRO Bus Stop Improvement Project
Recommended Repairs and Improvements

Recommended by	Stop ID#	Street	Cross Street	Direction	Routes in Use	Explanation of Status	District	Improvements for this funding	Estimated Cost (incl. labor)
BSAC#6, SCMTD, UTU	1139	Main St	Pennsylvania	out	69WD, 69WE, 71WD, 71WE, 72, 75, 76, 91XW	Needs a new pad pad, bench, shelter, light encroachment permit, and to be brought to ADA standards. Identified as cost prohibitive.	4th	Replace bench	\$1,500
BSAC, SCMTD, UTU	1141	Main St	Clifford	in	69SD, 69SE, 71SD, 71SE, 72, 75, 76	No pad, no shelter, and no light.	4th	Light	\$3,000
UTU	1142	Main St	Clifford	out	69WD, 69WE, 71WD, 71WE, 72, 75, 76	Needs new roof	4th	Roof repair, Light.	\$4,750
EDTAC	2224	Freedom	Roche	out	69WD, 69WE, 72		4th	Bench	\$1,500
SCMTD, UTU	2334	Mark	Arroyo	out	75	No pad. Needs concrete.	4th	Light	\$3,000
EDTAC	2467	Freedom	W High	out	71WD, 71WE		4th	Bench	\$1,500
EDTAC, UTU	2469	Main St	5th	out	71WD, 71WE, 75	Needs shelter and light.	4th	Bench	\$1,500
BSAC#1, UTU	2637	Freedom	Crestview	out	69WD, 69WE, 71WD, 71WE	Existing concrete pad not large enough. Needs shelter and light.	4th	Light	\$3,000
EDTAC	2638	Freedom	Crestview	in	69SD, 69SE, 71SD, 71SE		4th	Light	\$3,500
BSAC#5, EDTAC	2691	Main St	Ford	in	71SD, 71SE, 75	Existing concrete pad not large enough. Needs shelter and light.	4th	Beacon light	\$3,000
EDTAC	1238	Big Basin	Redwood		35WD, 35WE		5th	Drop seat bench	\$1,500
SCMTD	1463	Glen Arbor	Quail Hollow	out	35A	No pad. Needs concrete.	5th	Light	\$3,000

Attachment A

Santa Cruz METRO Bus Stop Improvement Project
Recommended Repairs and Improvements

Recommended by	Stop ID#	Street	Cross Street	Direction	Routes in Use	Explanation of Status	District	Improvements for this funding	Estimated Cost (incl. labor)
SCMTD	1472	Glen Arbor	Hihn	out	35A	No pad and no ramp.	5th	New bench	\$1,500
SCMTD	1536	Highway 9	Highlands	in	35WD, 35WE	No bench and no shelter.	5th	ITAP list. Light	\$3,000
SCMTD	1537	Highway 9	Highlands	out	35AD, 35AE	No pad and no shelter.	5th	ITAP list. Light	\$3,000
SCMTD	1548	Highway 9	California	in	35	No pad, no ramp, and no curb.	5th	Light	\$3,000
UTU	1664	Ocean	Water	out	04, 09, 17SJ, 31, 32, 35AD, 35AE	Existing pad seems to be on private property. Needs shelter and light.	5th	Light	\$3,000
EDTAC, UTU	1666	Ocean	Hubbard	out	4, 9, 31, 32, 35, 35A	Needs shelter and light.	5th	Light	\$3,000
SCMTD	2376	Bay St	High St	in	12, 13, 15, 16N, 16, 19, 19N, 27X	Needs all new shelter screens.	5th	Light	\$3,000
EDTAC	2514	Highway 9	Big Basin	in	35WD, 35WE		5th	Bench	\$1,500
UTU	2515	Highway 9	Highway 236	out	35, 35A	Needs shelter.	5th	Light	\$3,000
EDTAC	2517	Lockwood Lane	Mount Hermon	out	32			New shorter bench. Replace roof. Remove third party trashcan.	\$2,000
EDTAC	2682	Ocean	Dakota	in	04, 09	Needs shelter and light.	5th	Dropseat bench	\$1,500
SCMTD	2692	SLV High	Highway 9	out	33, 34, 35AD	No shelter. Existing pad is old.	5th	Light	\$3,000
								15% construction contingency	\$434,750
								TOTAL ESTIMATED COST	\$500,000

Attachment B

ATTACHMENT B:
Santa Cruz METRO Bus Stop Improvement Project
Additional Repairs and Improvements by District

By Who	Stop ID#	Street	Cross Street	Direction	Routes in Use	District	Improvements with this Project
SCMTD	1840	Soquel Drive	Cabrillo College TC	out	54, 55, 56, 69WD, 69WE, 71WD, 71WE, 91XW	2nd	Replace shelter screens.
SCMTD	1843	Soquel Drive	Mar Vista School	out	54, 55, 56, 71WD, 71WE	2nd	Replace all shelter screens.
EDTAC	1805	Soquel Drive	Dominican Hospital	in	53, 70, 71SD, 71SE, 91XS	3rd	Red curb. Reposition bench for 60".
SCMTD	1795	Soquel Ave	Frederick	out	66, 69WD, 69WE, 70, 71WD, 71WE	3rd	Replace all shelter screens.
EDTAC	1078	Freedom	Stanford	in	71SD, 71SE	3rd	Red curb
BSAC#2, UTU	1081	Freedom	Sydney	out	69WD, 69WE, 71WD, 71WE	4th	Red curb
BSAC#3, UTU	1091	Green Valley	Main	in	71, 72, 74, 75, 76	4th	Red curb
EDTAC	2193	Arthur	Watsonville Care Center	out	71SD, 71SE	4th	Red curb
SCMTD	2220	Green Valley	Maranatha	in	71SE, 72, 75	4th	Vegetation maintenance
UTU	2335	Mark	Hathaway	out	75	4th	Red curb

Attachment B

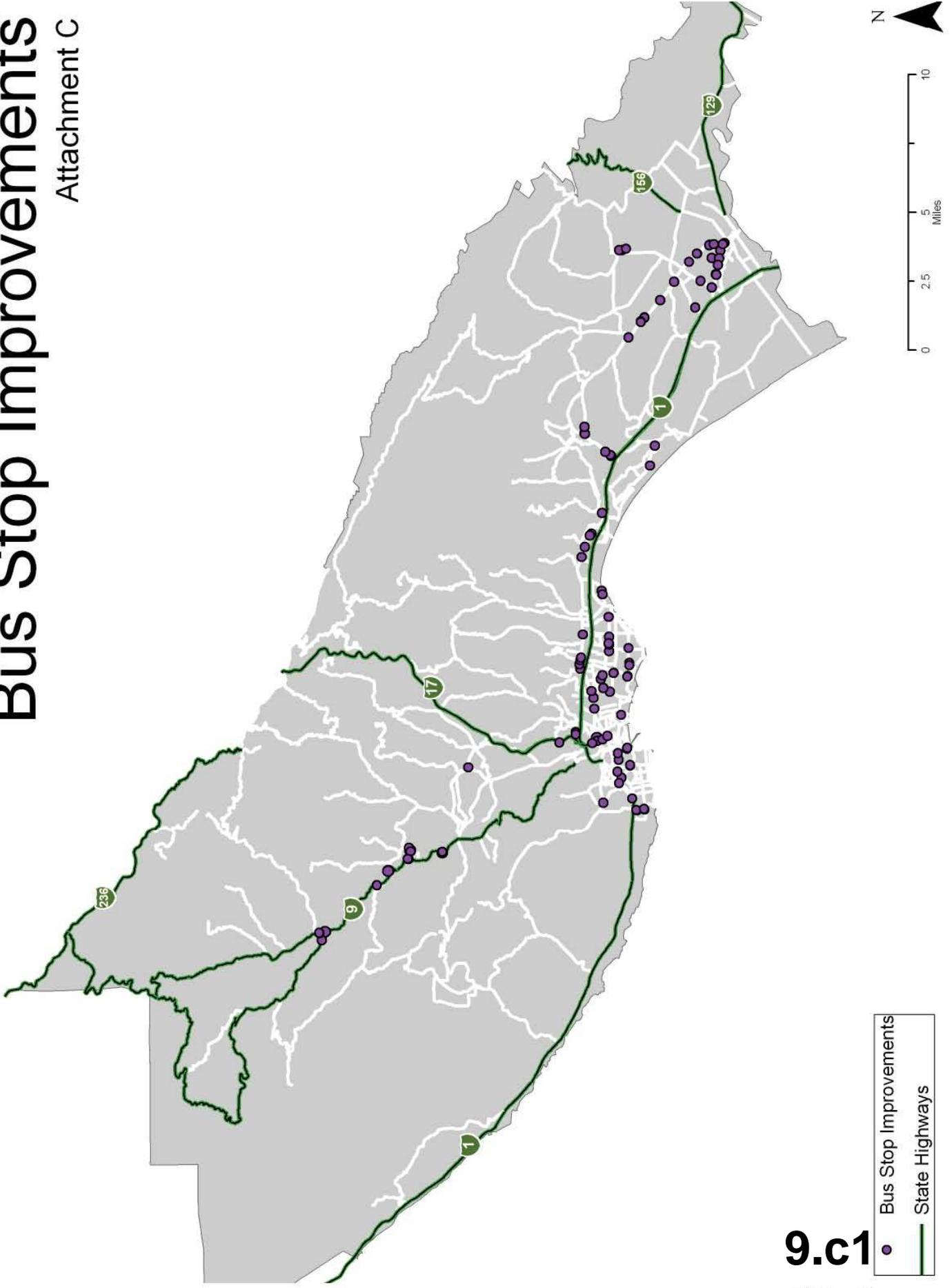
ATTACHMENT B:
Santa Cruz METRO Bus Stop Improvement Project
Additional Repairs and Improvements by District

By Who	Stop ID#	Street	Cross Street	Direction	Routes in Use	District	Improvements with this Project
UTU	2336	Mark	Ponderosa	out	75	4th	Weed abatement and graffiti removal.
EDTAC	2465	Freedom	Stanford	out	71WD, 71WE	4th	Red curb, straighten pole.
SCMTD	1471	Glen Arbor	Hihn	in	35	5th	Landscaping
SCMTD	1530	Highway 9	SLV HS	in	35WD, 35WE	5th	Replace screens, graffiti abatement.
SCMTD	1531	Highway 9	SLV HS	in	35AD, 35AE	5th	Replace screens, graffiti abatement.
SCMTD	1543	Highway 9	Main	in	35WD, 35WE	5th	Replace all shelter screens
SCMTD	1544	Highway 9	Main	out	35AD, 35AE	5th	Replace all shelter screens
SCMTD	1561	Highway 9	Lomond	in	35WD, 35WE	5th	Replace all shelter screens
SCMTD	1896	Water	Market	out	09, 66, 70, 71WD, 71WE	5th	Red curb

Bus Stop Improvements

Attachment C

Attachment C



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Attachment D

Attachment D Repairs On Hold List

	Stop ID#	Street	Cross Street	Direction	Routes in Use	District	Improvements as funding allows	Reason for Hold
EDTAC	1045	Clifford	#240	out	71SE, 71WD, 71WE	4th	Paint	Not an allowable improvement
EDTAC, SCMTD, UTU	1046	Clifford	#253	in	71SD, 71SE	4th	Talk to city about adding red curb before the bus stop to allow drivers to let passengers out at the pad	Not an allowable improvement
EDTAC	1077	Freedom	Brennan	in	71SD, 71SE	4th		ADA
EDTAC	1078	Freedom	Stanford	in	71SD, 71SE	4th	red curb	Not an allowable improvement
BSAC, UTU	1081	Freedom	Sydney	out	69WD, 69WE, 71WD, 71WE	4th	Red curb	Not an allowable improvement
UTU	1084	Freedom	Green Valley	In	69SD, 69SE, 72, 74, 75	4th		Sidewalk measurements not large enough for shelter
UTU	1089	Freedom	Browker	in	71WD, 71WE, 76	2nd		ADA

Attachment D

Attachment D Repairs On Hold List

BSAC, UTU	1091	Green Valley	Main	in	71, 72, 74, 75, 76	4th	Red curb	Not an allowable improvement
SCMTD	1095	Green Valley	Pennsylvania	northbound	71SD, 71SE, 72, 74, 75	4th		Sidewalk measurements not large enough for shelter
UTU	1097	Freedom	Green Valley	in	71SD, 71SE	4th		Sidewalk measurements not large enough for shelter
UTU	1209	Aptos Beach Dr	Marina	out	54, 55	2nd	Red Curb	Not an allowable improvement
UTU	1210	Aptos Beach Dr	Marina	in	54	2nd		This stop will be deactivated effective 9/16
SCMTD	1222	Bay St	Redwood	in	3, 19	3rd	red curb	Not an allowable improvement
SCMTD	1230	Bay St	Iowa St	out	12, 13, 15, 16WD, 16WE, 19, 41	3rd	Replace upper shelter screens	Not an allowable improvement
UTU	1236	Highway 9	Highway 236	in	35, 35A	5th		State highway
EPTAC, UTU	1290	Capitola Rd	Jose	out	69WD, 69WE	1st	Keep in mind for FUTURE larger scale improvement in future. Red curb	Encroachment.
SCMTD	1294	Capitola Rd	17th	in	69SD, 69SE	1st	Replace missing shelter screen	Not an allowable improvement
UTU	1297	Capitola Rd	Woodrose	out	69WD, 69WE	1st		

Attachment D

Attachment D Repairs On Hold List

EDTAC	1300	Capitola Rd	30th	in		69SD, 69SE	1st	reposition bench for 60", red paint,	Not an allowable improvement
EDTAC	1340	Columbia	State	out		07	3rd		Stop will be inactive 9/16
	1349	Delaware	DeAnza MHP	in		3B	3rd		Ask about status of talks with mobile home park replacement shelter
SCMTD	1427	Freedom	Apto High School	in		71SD, 71SE	2nd	Replace all shelter screens	Not an allowable improvement
UTU	1436	Freedom	#5620	out		71WD, 71WE	2nd	Tree trimming	Not an allowable improvement
	1471	Glen Arbor	Hihn	in		35	5th		Insufficient sunlight. ADA
SCMTD	1530	Highway 9	SLV HS	in		35WD, 35WE	5th		Not an allowable improvement
	1531	Highway 9	SLV HS	in		35AD, 35AE	5th		Not an allowable improvement
SCMTD	1543	Highway 9	Main	in		35WD, 35WE	5th	Replace all shelter screens	Not an allowable improvement
SCMTD	1544	Highway 9	Main	out		35AD, 35AE	5th	Replace all shelter screens	Not an allowable improvement
	1549	Highway 9	California	out		35A	5th		State highway and ADA
SCMTD	1561	Highway 9	Lomond	in		35WD, 35WE	5th	Replace all shelter screens	Not an allowable improvement

Attachment D

Attachment D Repairs On Hold List

EDTAC	1592	Laurel	Center/Washing ton	in	12, 15, 16, 16N, 40, 41, 42	3rd	Red curb	Not an allowable improvement
UTU	1630	Mission	Laurel	out	12, 13, 15, 16, 40, 41, 42	3rd		Sidewalk measurements not large enough for shelter
SCMTD	1686	Portola	26th	out	66, 68N	1st	Replace upper shelter screens	Not an allowable improvement
SCMTD	1687	Portola	30th	in	12, 66, 68N	1st		Sidewalk measurements not large enough for shelter
SCMTD	1690	Portola	35th	in	12, 66, 68D, 68N	1st	Replace upper shelter screens	Not an allowable improvement
SCMTD	1693	Portola	37th	out	66, 68D, 68N	1st	Replace upper shelter screens	Not an allowable improvement
UTU	1711	Rio Del Mar	Deer Park	in	54	2nd		This stop will be deactivated effective 9/16
UTU	1712	Deerpark	Rio Del Mar	out	54, 55	2nd		There is minimal sidewalk space and ADA
SCMTD	1752	Seabright	Hall	in	12, 68N, 68	3rd	Red curb	Not an allowable improvement
SCMTD, UTU	1754	Seabright	Clinton	in	12, 68N, 68	3rd		ADA
SCMTD	1756	Seabright	Windham	out	68N, 68	3rd	Red curb	Not an allowable improvement

Attachment D

Attachment D Repairs On Hold List

SCMTD, UTU	1757	Seabright	Windsor	in	12, 68N, 68	3rd		ADA
SCMTD, EDTAC	1781	Soquel Ave	Riverside Dr	out	69WD, 69WE	3rd	Replace upper shelter screens	Not an allowable improvement
EDTAC	1782	Soquel	Ocean	in	04, 09, 69SD, 69SE	3rd		
SCMTD	1788	Soquel Ave	Pine St	in	69SD, 69SE	3rd	Replace upper shelter screens	Not an allowable improvement
UTU	1791	Soquel Ave	Cayuga	out	69WD, 69WE	3rd		Bus stop improvement as development condition.
UTU	1792	Soquel Ave	N. Seabright	in	69SD, 69SE	3rd		Sidewalk measurements not large enough for shelter
SCMTD	1795	Soquel Ave	Frederick	out	66, 69WD, 69WE, 70, 71WD, 71WE	3rd	Replace all shelter screens	Not an allowable improvement
SCMTD	1796	Soquel Ave	San Juan	in	66, 69SD, 69SE, 70, 71SD, 71SE	3rd	Replace all shelter screens	Not an allowable improvement

Attachment D

Attachment D Repairs On Hold List

UTU	1800	Soquel Ave	So. Park Way	out		66, 69WD, 69WE, 70, 71WD, 71WE	3rd		Leave for city
SCMTD	1801	Soquel Ave	La Fonda	in		66, 70, 71SD, 71SE	3rd	Replace all shelter screens	Not an allowable improvement
UTU	1803	Soquel Ave	7th	in		66, 70, 71SD, 71SE			Cost prohibitive
SCMTD	1804	Soquel Ave	7th Ave	out		70, 71WD, 71WE	? 3rd/1st Boundary	Replace all shelter screens	Not an allowable improvement
EDTAC	1805	Soquel Drive	Dominican Hospital	in		53, 70, 71SD, 71SE, 91XS	? 3rd/1st Boundary	Red curb. Reposition bench for 60"	Not an allowable improvement
EDTAC	1806	Soquel Drive	Dominican Hospital	out		70, 71WD, 71WE	1st	Red curb. Reposition bench for 60"	Not an allowable improvement
SCMTD	1811	Soquel Drive	Winkle	out		70, 71WD, 71WE	1st	Replace all shelter screens	Not an allowable improvement

Attachment D

Attachment D Repairs On Hold List

SCMTD	1838	Soquel Drive	Porter Gulch Rd	out	54, 55, 69SD, 69SE, 70, 71SD, 71SE	2nd		Sidewalk measurements not large enough for shelter
SCMTD	1840	Soquel Drive	Cabrillo College TC	out	54, 55, 56, 69WD, 69WE, 71WD, 71WE, 91XW	2nd	Replace upper shelter screens	Not an allowable improvement
UTU	1841	Soquel Drive	Borregas	out	54, 55, 56, 71WD, 71WE	2nd		Sidewalk measurements not large enough for shelter
SCMTD	1843	Soquel Drive	Mar Vista School	out	54, 55, 56, 71WD, 71WE	2nd	Replace all shelter screens	Not an allowable improvement
SCMTD	1849	Soquel Drive	State Park Dr	in	54, 55, 56, 69SD, 69SE, 71SD, 71SE, 91XS	2nd	Replace all shelter screens	Not an allowable improvement
EDTAC	1853	Soquel Drive	Trout Gulch	out	71WD, 71WE	2nd		Condition this site upon Redevelopment

Attachment D

Attachment D Repairs On Hold List

BSAC, UTU, SCMTD	1862	Stockton	Capitola Ave	in		54, 55, 69SD	2nd		SERVICE IS BEING CUT TO THIS LOCATION
UTU	1868	Swanton	West Cliff	in		3	3rd		Stop will be inactive 9/16
SCMTD	1870	Swanton	Delaware	in		3	3rd		Stop will be inactive 9/16
						09, 66, 70, 71WD, 71WE	5th		Not an allowable improvement
	1896	Water	Market	out				Red curb	
SCMTD	1919	7th	Eddy (Inland Harbor)	in		66	1st	Replace upper shelter screens	Not an allowable improvement
						12, 13, 15, 16WD, 16WE, 19, 41, 42	3rd		Insufficient space for improvements. ADA
SCMTD	2056	Bay St	King St	in					
						35WD, 35WE	5th		State highway
	2128	Highway 9	Brown Gables	in					
SCMTD	2143	41st	Bain	out		68D, 68N	1st	Replace upper shelter screens	Not an allowable improvement
						12, 66, 68D, 68N	1st	Replace upper shelter screens	Not an allowable improvement
SCMTD	2167	41st	Kings Plaza	in					

Attachment D

Attachment D Repairs On Hold List

UTU, SCMTD	2174	Merriel	17th	in	66	1st	Red curb	Not an allowable improvement
EDTAC	2193	Arthur	Watsonville Care Center	out	71SD, 71SE	4th	Red curb	Not an allowable improvement
SCMTD	2195	Amesti	Paraiso	out	72, 76	2nd	Replace missing shelter screens	Not an allowable improvement
SCMTD	2220	Green Valley	Maranatha	in	71SE, 72, 75	4th	Vegetation maintenance	Not an allowable improvement
SCMTD	2247	Searidge	McGregor	out	54, 55	2nd	Replace upper shelter screens	Not an allowable improvement
SCMTD	2291	Bay St	California	out	3, 19	3rd	Replace upper shelter screens	Not an allowable improvement
SCMTD	2296	Brommer	Hope (Odyssey Ct)	in	66	1st	Replace upper shelter screens	Not an allowable improvement
SCMTD, UTU	2335	Mark	Hathaway	out	75	4th	Red curb	Not an allowable improvement
SCMTD, UTU	2336	Mark	Ponderosa	out	75	4th	Weed abatement and graffiti removal	Not an allowable improvement
SCMTD	2464	Seascape	Via Pacifica	out	54, 56	2nd	Replace upper shelter screens	Not an allowable improvement
EDTAC	2465	Freedom	Stanford	out	71WD, 71WE	4th	Red curb. Straighten pole	Not an allowable improvement
SCMTD	2549	Paul Sweet	Salisbury	in	17SC, 17SJ	1st	Replace plexiglass panel	Not an allowable improvement
UTU	2572	Laurel	Chestnut	in	12, 15, 16, 40, 41, 42	3rd		Identified as not having problems by UTU
EDTAC	2623	Nielson	Watsonville Hospital	in	69SD, 69SE	2nd	Keep in mind for future large project.	Caltrans standards in Watsonville

Attachment D

Attachment D Repairs On Hold List

SCMTD	2649	41st	Gladys	in	12, 68D, 68N	1st	Replace upper shelter screens	Not an allowable improvement
SCMTD	2650	Portola	41st	in	12, 68D, 68N	1st	Replace upper shelter screens	Not an allowable improvement
UTU	2666	Soquel	Front	out	69WD, 69WE	3rd	Red curb	Not an allowable improvement
SCMTD	2667	Front	Soquel Ave	in	04, 09, 31, 32, 35AD, 35AE, 66, 70, 71WD, 71WE	3rd	Replace upper shelter screens	Not an allowable improvement
UTU	2668	Soquel	Pine	Out	69WD, 69WE	3rd		Condition this upon development
SCMTD	2697	Pacific	Center	out	03, 07, 19, 20, 68N	3rd	Replace all shelter screens	Not an allowable improvement
SCMTD	2722	Soquel Drive	Porter Gulch Rd	in	54, 55, 56, 69WD, 69WE, 71WD, 71WE, 91XW	2nd	Replace all shelter screens	Not an allowable improvement

Attachment D

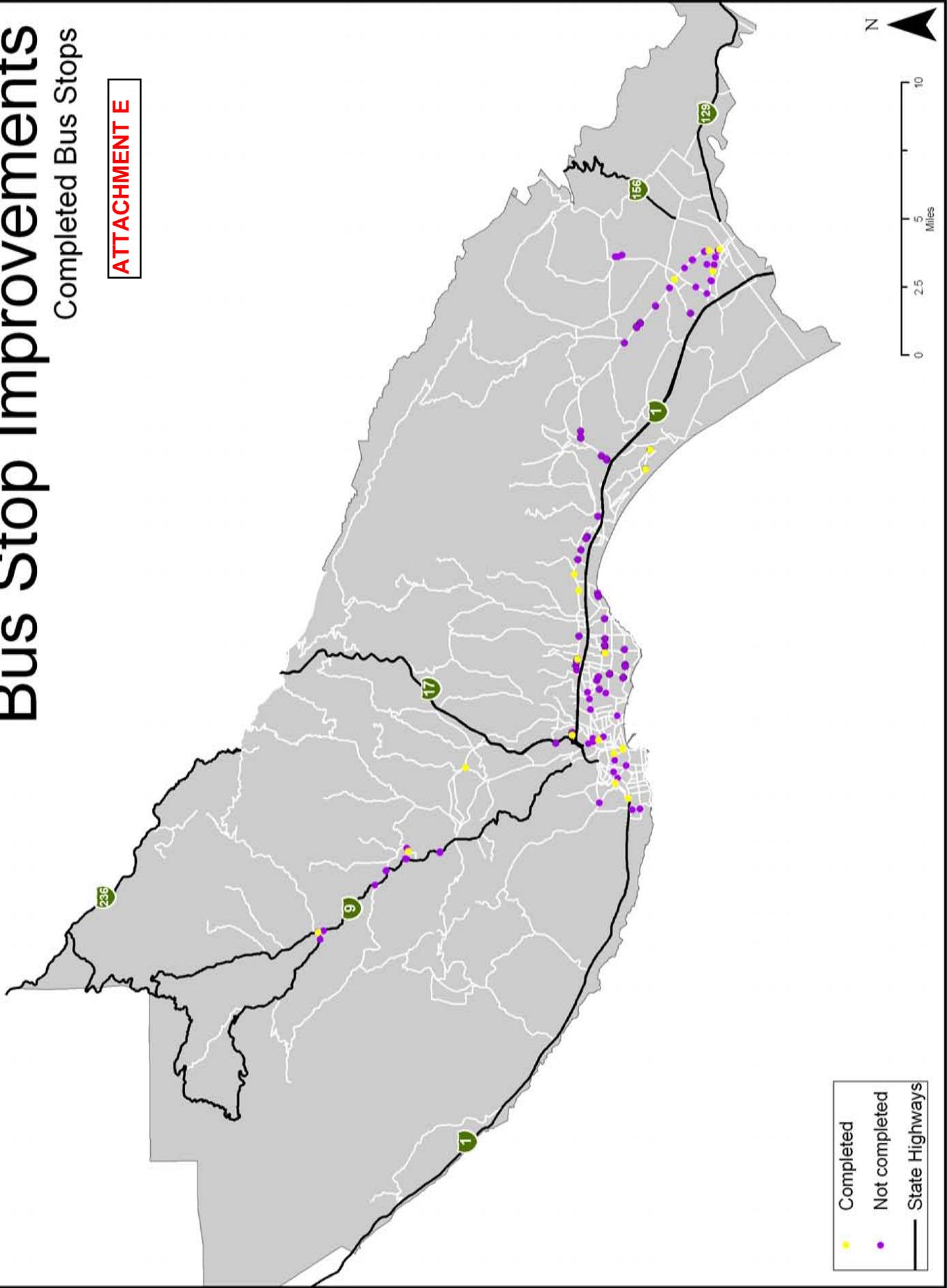
Attachment D Repairs On Hold List

EDTAC	2731	Laurel	Blackburn	out	12, 15, 16WD, 16WE, 40, 41, 42	3rd	Speak with city about moving the crosswalk
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Bus Stop Improvements

Completed Bus Stops

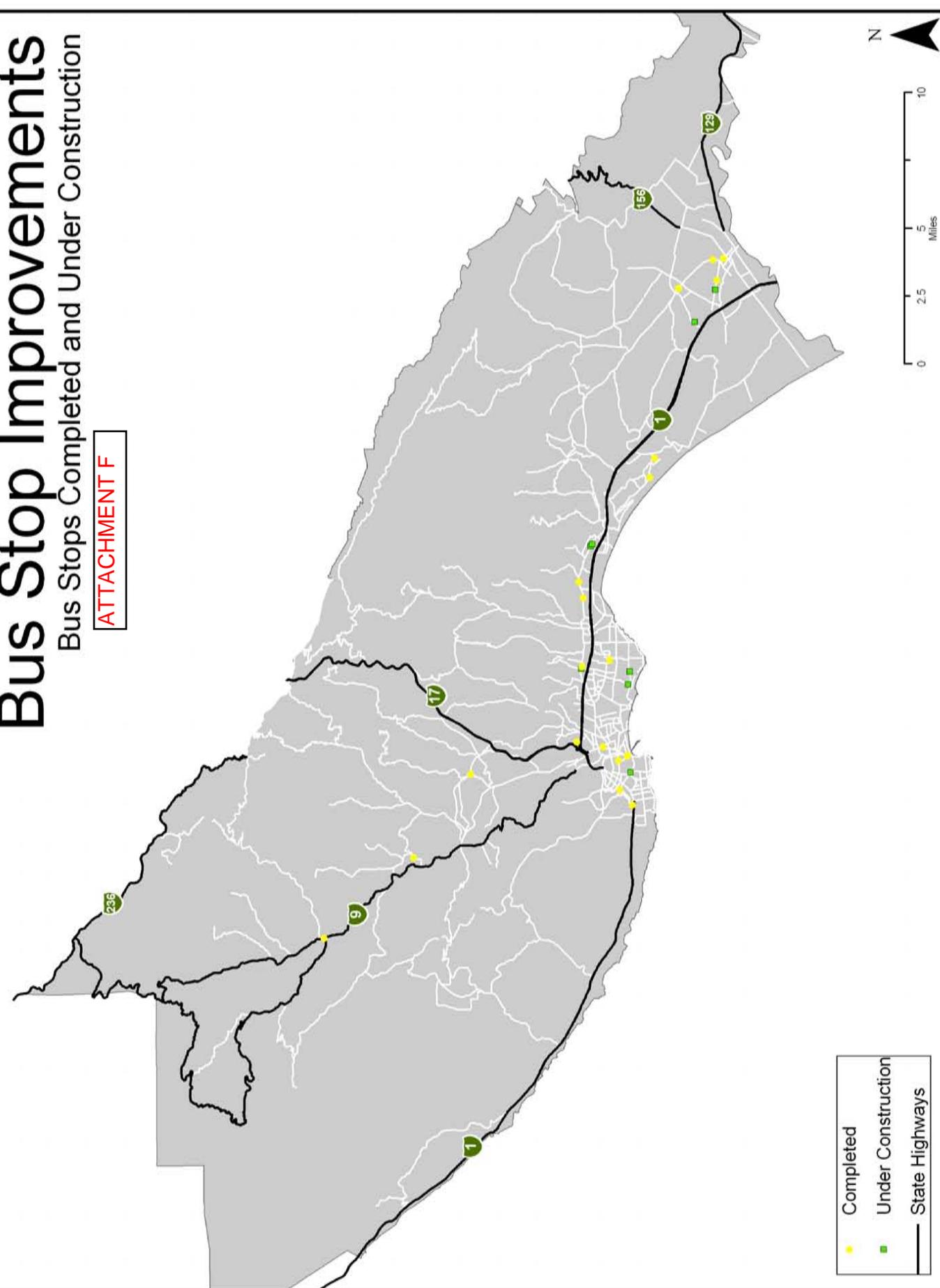
ATTACHMENT E



Bus Stop Improvements

Bus Stops Completed and Under Construction

ATTACHMENT F



Attachment G

Bus Stop Improvement Project Status by Stop and Item

Stop ID	Bench	Sm Seat	Light	Roof	Shelter	Other	Other description
	Cmplt?	Cmplt?	Cmplt?	Cmplt?	Cmplt?	Cmplt?	Cmplt?
1267					X	N	
1269			X	N			
1291			X	N		X	Flip seat bench
1299				X	Y		
1301			X	N			
1302					X	N	
1347			X	N			
1384					X	Y	
1571			X	N			
1685			X	N			
1688			X	N			
1807			X	N			
1809			X	N	X	Y	
1817			X	N			
1921			X	N			
2173	X	Y	X	N			
2177			X	N			
2340			X	N			
2367			X	N			
2377			X	N			
2551			X	N			
2575	X	Y	X	N	X	Y	
1425			X	N			
1426			X	N			
1428			X	N			
1431			X	N			
1432			X	N			
1433			X	N			
1447			X	N			
1453			X	N			

KEY: BOLD = STOP COMPLETED/FINISHED

Attachment G

Bus Stop Improvement Project Status by Stop and Item

Stop ID	Bench	Sm Seat	Light	Roof		Shelter		Other		Other description
				Cmplt?	Cmplt?	Cmplt?	Cmplt?	Cmplt?	Cmplt?	
1852			X	N				X	N	Add no parking zone.
2012			X	N						
2013			X	N						
2280	X	Y								
2409			X	N						
2410			X	N						
2480	X	Y	X	N						
2596			X	N						
2599			X	N						
2620	X	Y	X	N						
2643			X	N						
2681	X	Y								
1219	X	Y	X	N						
1220			X	N						
1226			X	N						
1227							X		Y	
1590			X	N						
1591	X	Y								
1629			X	N						
1658			X	N						
1779										
1783		X					X	N	N	Curb painting
1799			X	N						
1802			X	N						
1916			X	N						
2422	X	Y								
2593		X								
2715			X	N						
2716			X	N						
2717			X	N						

KEY: BOLD = STOP COMPLETED/FINISHED

Revised 9/9/11

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: January 27, 2012
TO: Board of Directors
FROM: Leslie R. White, General Manager
SUBJECT: CONSIDERATION OF PROPOSED SERVICE ENHANCEMENT PLAN FOR SPRING 2012

I. RECOMMENDED ACTION

That the Board of Directors adopt the proposed service enhancements for Spring 2012.

II. SUMMARY OF ISSUES

- On September 15, 2011, Santa Cruz METRO implemented a 8.2% reduction in fixed route transit service in order to fill a budgetary deficit.
- Operating revenue received by Santa Cruz METRO in FY12 has exceeded budgetary expectations and now Santa Cruz METRO has the opportunity to restore and enhance transit service.
- Santa Cruz METRO Planning and Scheduling staff, in close collaboration with United Transportation Union Local 23, has developed a preliminary plan for service enhancements.
- These service enhancements are tailored to address several dire needs. Overloading and on-time performance problems have impeded on Santa Cruz METRO's ability to provide adequate transit service to all parts of Santa Cruz County. The top needs are :
 - More frequent and/or express service along the Soquel Ave. / Cabrillo / Hwy. 1 corridor;
 - More frequent service in the early morning and later evening along the UCSC corridor;
 - Restoring service in Live Oak during the weekends;
 - More evening trips to Scotts Valley/San Lorenzo Valley.
- These proposed service enhancements would begin March 29, 2012. This proposed service enhancement is planned to offset the 8.2% service reduction, therefore this proposal is estimated to not exceed \$1million in annual operating costs.

III. DISCUSSION

On September 15, 2011, Santa Cruz METRO implemented a 8.2% reduction in fixed route transit service in order to fill a budgetary deficit. Throughout the planning process for this service reduction, Santa Cruz METRO engaged in extensive dialog with the public through

public meetings held throughout the county. Dialog was also held amongst board members and other staff in order that the service reductions would have as small of impact on the community as possible.

Shortly after the implementation of the 8.2% service reduction, Santa Cruz METRO began to experience operational issues such as overloaded buses and chronically late trips causing hardships for passengers as well as bus operators and supervisors. These operational issues were mainly concentrated on main corridors in which the supply of transit could not keep up with the transportation demands of the public.

Simultaneously, Santa Cruz METRO's financial situation improved with operating revenue exceeding budgetary expectations, leading to the opportunity to enhance transit service and negate the negative impacts of the 8.2% service reduction.

Beginning in December 2011, Santa Cruz METRO's Planning and Scheduling staff began to work with United Transportation Union Local 23 on developing a service plan that would address the most pressing deficiencies in the current service. Staff used ridership data, survey observations, reports from bus operators, and comments from riders to identify transit service needs and develop solutions and enhancements to alleviate these transit deficiencies.

This preliminary plan addresses four main areas of inadequate transit service:

- The Soquel Ave. / Cabrillo / Hwy. 1 corridor
- UCSC service both early in the morning and in the later evening
- Weekend service in Live Oak
- Evening service to Scotts Valley/San Lorenzo Valley

Soquel Ave. / Cabrillo / Hwy. 1 Corridor:

The Soquel Ave. / Cabrillo / Hwy. 1 Corridor is the main throughway for transit service in Santa Cruz County. Transit service along this corridor connects Santa Cruz to Watsonville and serves several smaller communities in between. It is the most heavily ridden corridor in Santa Cruz County other than UCSC. Currently the Route 71, Route 69A, Route 69W, and Route 91X serve this corridor through its entirety. Since the implementation of the 8.2% service reduction, these routes have become overcrowded to the point which passengers are being "passed by" due to buses full to capacity.

To combat this, staff is proposing to add four new blocks of Route 91X service. The Route 91X is a limited stop express bus from Santa Cruz to Watsonville, and in reverse from Watsonville to Santa Cruz. This route serves Cabrillo College, which is a major source of high ridership along the Soquel Ave. / Cabrillo / Hwy. 1 corridor. By adding four new blocks of Route 91X, Santa Cruz METRO will be providing express service to Cabrillo College every half hour in each direction from Santa Cruz and Watsonville. This proposal will increase access to Cabrillo College and provide more options for commuters who are traveling from the north to south end

of the county or vice-versa. By adding this proposed service, staff anticipates that overcrowding on the current routes will subside because passengers who are traveling to Cabrillo College or beyond will elect to use the express bus instead of Routes 71, 69A, and 69W. This in turn will free up capacity for passengers who use these routes for shorter trips and do not board at a transit center.

UCSC - Early AM and Later PM:

UCSC ridership accounts for almost half of Santa Cruz METRO's annual ridership with nearly 3 million riders per year. The 8.2% service reduction has compromised Santa Cruz METRO's ability to effectively provide service to this demand.

In the last service reduction, the Route 13 was discontinued. This route accounted for roughly 12 hours of service per weekday. In January 2012, Santa Cruz METRO reinvested two of those 12 hours as additional Routes 15 and 16 which serve UCSC via Laurel St. Staff is proposing to reinvest the remaining 10 service hours as new trips of Route 15 and 16. Three of these service hours will be focused in the early morning commute hours and the remaining seven hours will be focused in the later evening due to a higher number of late-starting classes at the university.

Planning staff is working with Larry Pageler, the director of UCSC's Transportation and Parking services and his staff to pinpoint when the exact departure times for these service hours should be scheduled. In the planning process, UCSC service is generally the last to become finalized because Santa Cruz METRO's staff wants to ensure that any new trips will accurately coincide with class times.

Live Oak – Weekend:

The 8.2% service reduction had several major reductions to weekend service including reducing the frequency of routes serving the Live Oak area. After assessing the impacts of these reductions, staff is proposing reinstating *all weekend service* through Live Oak to pre-service reduction levels with a few minor changes.

This means that Routes 69A and 69W will return to an hourly service frequency and their former departure times. The Route 66 will return to its former departure times, the minor exception is that the evening trips are proposed to become Route 66N to provide better geographic coverage in the evenings. Also the Route 68 will return to an hourly service frequency and return to its former departure times.

Evening Service to Scotts Valley/San Lorenzo Valley:

The Route 35 is the major route that serves Scotts Valley and the San Lorenzo Valley. During the 8.2% service reduction, several evening trips of the Route 35 were discontinued. This has caused issues for many passengers on their return commute home in the evenings. Staff is

proposing to reinstate the 6:30pm and 7:25pm trips in order to provide better service for Scotts Valley and San Lorenzo Valley residents who are returning home during weekdays.

Another issue along the Route 35 involves overcrowding around school bell times. Staff is proposing moving the 7:18am trip to 7:08am and reinstating the 2:20pm trip in order to provide capacity for junior high and high school students.

Current Status:

Santa Cruz METRO staff is continuing to work out the finer details of this service enhancement proposal. This includes exact departure times for the new UCSC trips, designing a new Route “3W” which would serve west side Santa Cruz on the weekends, and internal interlining to ensure this enhanced service will operate efficiently.

This service enhancement proposal would be implemented on March 29, 2012. Staff is recommending that the Board of Directors adopt the proposed service enhancements.

IV. FINANCIAL CONSIDERATIONS

At the time this staff report was written, Santa Cruz METRO staff was continuing to model this service enhancement proposal to calculate an annual operating cost. However, this proposed service enhancement is planned to offset the 8.2% service reduction, therefore this proposal is estimated to not exceed \$1million in annual operating costs.

V. ATTACHMENTS

Attachment A: Outline of Proposed Service Enhancements

Prepared By: Erich R. Friedrich, Transportation Planner
Carolyn Derwing, Scheduling Analyst

Date Prepared: January 19, 2012

Outline of Proposed Service Enhancement
-Spring 2012-

- **Soquel Ave. / Cabrillo / Hwy. 1 Corridor:**
 - Increase Route 91X to operate every half hour in each direction
 - Early morning trips would remain the same
 - New trips outbound (from Santa Cruz to Watsonville) start at 9:15am
 - Departs Santa Cruz METRO Center at :15 and :45 from 9:15am to 5:45pm
 - New trips inbound (from Watsonville to Santa Cruz) start at 10:10am
 - Departs Watsonville Transit Center at :10 and :40 from 10:10am to 5:40pm
 - Outbound trips would not serve Civic Plaza in downtown Watsonville
 - All inbound trips would serve Dominican Hospital
 - The current afternoon trip will be replaced by the new enhanced trips

- **UCSC:**
 - 10 hours of transit service would be reserved for enhanced weekday service
 - 2 hours would be reserved for enhanced early morning service
 - 8 hours would be reserved for later evening service
 - Santa Cruz METRO staff UCSC Transportation and Parking Services staff will collaborate to finalize exact trip departure times for the restored 10 hours.

- **Live Oak – Weekends:**
 - Restore all trips and departure times back to pre-service reduction levels
 - Routes 69A and 69W would return to hourly frequencies
 - Route 66 would return to previous departure times
 - Route 68 would return to hourly frequencies and previous departure times
 - Exceptions:
 - The evening Route 66 trips would become Route 66N
 - The current routing of the Route 68 (established September 15, 2011) would remain the same

- **Evening Service – Scotts Valley/San Lorenzo Valley:**
 - Restore the 6:30pm outbound (from Santa Cruz to Boulder Creek) trip
 - Would serve the Country Club (Hwy. 236)
 - Restore the 7:25pm outbound (from Santa Cruz to Boulder Creek) trip
 - Would serve the Mountain Store (Hwy. 9)
 - Move the 7:18 trip to a 7:08 departure time
 - Restore the 2:20pm School Term trip

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

STAFF REPORT

DATE: January 27, 2012

TO: Board of Directors

FROM: Leslie White, General Manager

SUBJECT: CONSIDERATION OF WATSONVILLE TRANSIT CENTER LOBBY IMPROVEMENTS AND RECOGNITION OF WORK OF METRO FACILITIES MAINTENANCE STAFF

I. RECOMMENDED ACTION

Accept and file report of Watsonville Transit Center lobby improvements, including renovations of the terminal restaurant space, and to recognize the work accomplished by Santa Cruz METRO's Facilities Maintenance Workers

II. SUMMARY OF ISSUES

- Santa Cruz METRO's Watsonville Transit Center (WTC), located at 425 Rodriquez Street, Watsonville, CA, is a multi-modal transit center having been in operation since 1995. Buses operated by Santa Cruz METRO, Monterey-Salinas-Transit and Greyhound all utilize the facility as a destination point, to make connections for their customers and as a rest stop. Taxis and ParaCruz vehicles also frequent the facility.
- WTC is a heavily trafficked area, and is now showing signs of disrepair. METRO staff have been working to improve the facility, particularly the lobby area of the terminal.
- In-house improvements of the lobby area of the WTC terminal by METRO's Facilities Maintenance Workers have provided a positive change to the terminal and facilitated the transition of Taqueria Lidia into the restored restaurant.

III. DISCUSSION

The Watsonville Transit Center (WTC) was refurbished and made operational in 1995. In addition to facilitating ground transportation of buses and taxis, the WTC also provides for ticket and pass sales, and has a small grocery store, restaurant space and outdoor kiosk spaces which are leased by METRO. During the summer of 2011, METRO Staff began looking into ways to improve the WTC in an economical manner. One consideration was to find a tenant for the restaurant space located inside the WTC terminal. The restaurant space had been unoccupied since 2007, and its vacancy made the lobby look unsightly. METRO staff inquired of Lidia Mendez whether she would consider moving her taqueria from a WTC kiosk into the restaurant space. On September 9, 2011, METRO's Board of Directors authorized the General Manager to

execute an amendment to the Lease Agreement with Lidia Mendez, dba Taqueria Lidia, to rent the space inside the terminal.

Because of the length of time the lobby restaurant had been vacant, much work was required to bring the space up to current standards of cleanliness and good repair. METRO Staff coordinated with a health inspector from the County of Santa Cruz Environmental Health Services (EHS) prior to leasing it to the new tenant. The Health Inspector provided METRO Staff with a list of numerous tasks which needed to be completed in order for the restaurant to be in compliance with EHS standards.

Under the direction of Maintenance Manager Robert Cotter, the team of employees that consisted of Sheldon Njaa, Facilities Maintenance Supervisor, Joe Hyman, Fleet Maintenance Worker II, Brian Lam, Fleet Maintenance Worker II, Elmer Torres, Fleet Maintenance Worker II, Scott Barnes, Fleet Maintenance Worker II, former temporary worker Gary Keith and temporary Administrative Specialist Patti Davidoski. METRO not only completed the EHS recommended repairs, but also painted the entire interior of the lobby and installed a wall to separate the restaurant area from the lobby giving the restaurant a whole new look. This team of Facilities Maintenance personnel was passionate about this project and their enthusiasm and talent was highlighted by the creativity and workmanship that resulted from their work.

Pursuant to the EHS recommendations, METRO's Facilities Maintenance Workers accomplished the following improvements:

1. The wok stoves which were left behind by the previous tenant were removed and in its place, a work preparation station was installed. METRO staff also installed a stainless steel back wall which provides a smooth, cleanable surface.
2. The ceiling panels were replaced with non-porous washable panels.
3. The sinks were repaired and new splash guards were installed.
4. The stove hood system was repaired and the hood was steamed.
5. The refrigerators were repaired and brought up to EHS standards.

The most notable improvements, which were not part of the EHS recommendations, consisted of the painting of the interior of the lobby and the construction of the wall. Before the wall was built, deteriorated red wooden barriers with plastic plants on top separated the eating area from the rest of the lobby. The new wall was designed and constructed by METRO's Facilities workers and their creativity and workmanship can be seen in the details that went into the design and construction.

- The diagonal wooden trestle serves not only to stabilize the walls but the color of the wood adds decorative beauty to the interior of the restaurant.

- The wall was built high enough to provide privacy to the restaurant patrons and to separate the eating area from the nearby restrooms.
- The installation of multiple tempered glass windows allows plenty of light and creates an inviting environment.
- The redwood baseboards around the windows add an elegant touch to the exterior.

IV. FINANCIAL CONSIDERATIONS

Because most of the work was done in-house, METRO saved a significant amount of money, in particular by not contracting out the painting of lobby and the construction of the wall. The total cost of materials and miscellaneous contracting for project was in the sum of \$8,298.22

V. ATTACHMENTS

None

Prepared by: Liseth Guizar, Claims Investigator

Date Prepared: January 20, 2012

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

STAFF REPORT

DATE: January 27, 2012

TO: Board of Directors

FROM: Margaret Gallagher, District Counsel

SUBJECT: REVIEW AND CONSIDER THE TITLE VI COMPLIANCE REVIEW FINAL REPORT RECEIVED FROM THE FEDERAL TRANSIT ADMINISTRATION (FTA) OFFICE OF CIVIL RIGHTS

I. RECOMMENDED ACTION

Accept and File the Title VI Compliance Review Final Report and Direct METRO Staff to complete the Limited English Proficiency (LEP) Four-Factor Analysis and Language Assistance Plan for public and METRO Board Review

II. SUMMARY OF ISSUES

- As a recipient of Federal Transit Administration (FTA) funds, Santa Cruz METRO is required to comply with Title VI of the Civil Rights Act of 1964, and its implementing regulations which provide that no person in the United States shall on the ground of race, color or national origin be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program, activity or service that receives federal financial assistance.
- On December 18, 2009, the Santa Cruz METRO Board of Directors adopted the Title VI Program Regulation and Complaint Procedure which is attached hereto as Attachment A.
- From September 13-15, 2011, FTA, through its Contractor, DMP Group, LLC, audited Santa Cruz METRO's Title VI Program to determine compliance. One deficiency was found regarding the Limited English Proficiency (LEP) requirements.
- On January 18, 2012, Santa Cruz METRO received the Title VI Compliance Review Final Report (Attachment B).
- Santa Cruz METRO Staff recommends that the Board of Directors accept and file the Final Report and authorize Staff to complete the Four-Factor Analysis and the Language Assistance Plan for review by the public and the Santa Cruz METRO Board of Directors.

III. DISCUSSION

As an FTA funding recipient, Santa Cruz METRO is required to ensure that its programs, activities and services comply with the Department of Transportation (DOT) Title VI

Regulations of the Civil Rights Act of 1964. Under Title VI, Santa Cruz METRO must be committed to providing public transportation in an environment that is free from discrimination on the basis of race, color, and national origin. The objectives of FTA's Title VI Program include the following:

- Ensure that the level and quality of transportation service is provided without regard to race, color or national origin;
- Identify and address, as appropriate, disproportionately high and adverse human health and environmental effects, including social and economic effects of programs and activities on minority populations and low-income populations;
- Promote the full and fair participation of all affected populations in transportation decision making;
- Prevent the denial, reduction, or delay in benefits related to programs and activities that benefit minority populations or low-income populations;
- Ensure meaningful access to programs and activities by persons with limited English proficiency.

FTA's Office of Civil Rights periodically conducts discretionary reviews of grant recipients to determine whether they are in compliance with the Title VI requirements. In keeping with its regulations and guidelines, FTA determined that a Compliance Review of Santa Cruz METRO's Title VI Program was necessary.

During September 13-15, 2011, Santa Cruz METRO Staff participated in a Title VI Compliance Review, which focused on METRO's compliance with the general reporting requirements and guidelines which included implementation of the Environmental Justice (EJ) and Limited English Proficiency (LEP) Executive Orders. Prior to the in-person review, FTA requested and Santa Cruz METRO staff provided numerous materials and documentation.

The following Title VI requirements were reviewed during the compliance review:

1. Inclusive Public Participation;
2. Language Access to Limited English Proficient (LEP) Persons;
3. Title VI Complaint Procedures;
4. Record of Title VI Investigations, Complaints, and Lawsuits;
5. Notice to Beneficiaries of Protection Under Title VI;
6. Annual Title VI Certification and Assurance;
7. Environmental Justice Analysis of Construction Projects; and
8. Submit Title VI Program.

The Auditors reviewed Santa Cruz METRO's Title VI Program, complaint procedure and transit services. The Auditors were taken on a tour of Santa Cruz METRO's service area. METRO Staff selected one minority, one non-minority, one low-income, and one non-low-income route for review and inspection. The auditors were shown routes 3, 35, 71 and 75. The objective was for the auditors to gain an understanding and appreciation of METRO's service area in relation to Title VI requirements and to identify any disparities in the distribution of transit amenities (e.g. benches, shelters, lighting, etc.) along its routes (*See Attachment B - page 17*). No disparities were found in the distribution of transit amenities that would have an adverse impact on the minority and/or low-income communities along the routes toured.

No deficiencies were identified in seven of the eight areas reviewed. One deficiency was found regarding Santa Cruz METRO's compliance with FTA requirements for *Language Access to LEP Persons*. Santa Cruz METRO had not completed a four-factor analysis or developed a *Language Assistance Plan (LAP)*, as required by FTA Circular 4702.1A and Department of Transportation (DOT) LEP Guidance. Although Santa Cruz METRO did not conduct the four-factor analysis, the auditors confirmed that METRO had implemented measures to assist Spanish-speaking LEP persons to have access to its services, activities and programs. The auditors noted the availability of translated information, including Santa Cruz METRO's Title VI Notice, complaint procedures, complaint form, *Bus Rider's Guide* information, *Headways Magazine*, and some website information.

The auditors were very helpful and provided technical assistance to Santa Cruz METRO Staff on the LEP requirements, including recommendations for conducting the four-factor analysis and development of the LAP for METRO's transit services. (*See Attachment B - page 21*) In response to this deficiency, Santa Cruz METRO Staff is currently preparing the four-factor analysis and has begun drafting the Language Assistance Plan. It is anticipated that the documents will be reviewed by the Board of Directors (BOD) at its meeting on February 10, 2012. Any necessary corrections will be made by the end of February 2012, and finalized with the BOD at its February 24, 2012 meeting. The final documents will then be submitted to FTA's Equal Opportunity Specialist in the FTA Headquarters Office of Civil Rights by March 30, 2012 as requested by FTA in order to provide it the opportunity for review, possible clarification or additional corrective action. Hopefully, Santa Cruz METRO's response will sufficiently address the requirements in FTA's Title VI Circular, so that the deficiency can be closed out.

Advisory comments were issued in the areas of *Environmental Justice Analysis of Construction Projects* and *Submittal of the Title VI Program*. "Advisory comments" are recommendations that the recipient undertake activities in a manner more consistent with the guidance provided in the pertaining section of the Circular.

An advisory comment was issued regarding Santa Cruz METRO's compliance with FTA guidance for Environmental Justice (EJ) Analyses of Construction Projects. Santa Cruz METRO's most recent construction project, Metrobase Project (2002) was approved for a Categorical Exclusion (CE), however, METRO Staff was unable to establish that it prepared an

FTA CE Checklist. For all future construction projects, Santa Cruz METRO was advised to complete a CE checklist or include all elements listed in the Environmental Assessments, as required by FTA Circular 4702.1A, Chapter IV, Section 8. For all future construction projects, Santa Cruz METRO will complete the CE checklist.

An additional advisory comment was issued regarding Santa Cruz METRO's compliance with FTA requirements to Submit Title VI Program. METRO's Title VI Compliance Update 2010 did not include a summary of public outreach and involvement activities; however, prior to the site visit, METRO provided documentation confirming outreach to minority and low-income communities. Santa Cruz METRO Staff was advised to include documentation summarizing METRO's outreach to minority and low-income populations in its next Title VI Submittal, as outlined in FTA Circular 4702.1A, Chapter IV, Section 9. Santa Cruz METRO Staff is in the final completion stages of this summary. Staff plans to include a summary of public outreach and involvement activities to minority, low-income and LEP populations in its next Title VI Program submittal.

METRO staff worked very hard in the preparation, submittal of documents and review of the Title VI requirements with the Auditors. The following individuals are to be especially commended for their outstanding dedication in this effort: Leslie White, General Manager, for his leadership demonstrating the importance of Title VI compliance and in creating an atmosphere of learning for METRO staff, Ciro Aguirre, Operations Manager, and Mary Ferrick, Base Superintendent, for providing the auditors with a tour of the selected routes, Erich Friedrich, Transportation Planner, and Claire Fliesler, Transit Surveyor, for creating maps and providing route analysis, Tom Hiltner, Grants/Legislative Analyst, for assisting in the gathering of information, and Rickie-Ann Kegley, Paralegal, for overall coordination of Santa Cruz METRO's efforts in preparing for, providing documentation and participation in the Title VI review.

IV. FINANCIAL CONSIDERATIONS

There are no financial considerations at this time.

V. ATTACHMENTS

- Attachment A:** Title VI Program Regulation and Complaint Procedure (AR-1029(E))
Attachment B: Title VI Compliance Review of the Santa Cruz Metropolitan Transit District (METRO) – Final Report, dated December 2011

Rickie-Ann Kegley, Paralegal, assisted in the preparation of this report:

Date Report Finalized: January 20, 2012

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Regulation Number: AR-1029 (E)

Computer Title: Title VI English.doc

Effective Date: December 18, 2009

Pages: 13

**TITLE: TITLE VI PROGRAM REGULATION & COMPLAINT
PROCEDURE**

Procedure History

NEW POLICY	SUMMARY OF POLICY	APPROVED
December 18, 2009	New Regulation	DB

I. POLICY

- 1.01 The Santa Cruz Metropolitan Transit District (METRO) is committed to ensuring that no person is excluded from participation in, denied the benefits of, or otherwise subjected to discrimination under any of its programs, activities, or services on the basis of race, color, national origin, age, sex, sexual orientation, or gender identity. All persons, regardless of their citizenship, are covered under this regulation. In addition, METRO prohibits discrimination on the basis of race, color, national origin, age, sex, sexual orientation, or gender identity in its employment and business opportunities.
- 1.02 METRO will not condone retaliation against an individual for his/her involvement in asserting his/her rights pursuant to Title VI or because he/she filed a complaint or participated in an investigation under Title VI, and/or this regulation.
- 1.03 As a Federal Transit Administration (FTA) fund recipient, METRO will ensure that its programs, policies and activities comply with the Department of Transportation (DOT) Title VI Regulations of the Civil Rights Act of 1964.
- 1.04 METRO will ensure that the level and quality of its transportation service is provided without regard to race, color, national origin, age, sex, sexual orientation, or gender identity.
- 1.05 METRO will promote the full and fair participation of all affected populations in the transportation decision-making process.
- 1.06 METRO will prevent the denial, reduction or delay in benefits related to programs and activities that benefit minority populations or low-income populations.
- 1.07 METRO will make good faith efforts to achieve environmental justice as part of its mission by identifying and addressing, as appropriate, disproportionately high and adverse human health or environmental effects of its programs, activities, and services on minority populations and low-income populations within METRO's service area.

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1.08 METRO will ensure that Limited English Proficient (LEP) individuals have access to METRO's programs, activities, and services.

1.09 This Regulation shall be maintained in English and Spanish.

II. APPLICABILITY

2.01 This policy is applicable to all METRO employees, members of the public and all contractors hired by METRO.

2.02 Failure of a METRO employee to follow this policy and procedure shall subject such employee to disciplinary action up to and including employment termination.

III. DEFINITIONS:

3.01 "**Adverse Effect**" means having a harmful or undesired effect.

3.02 "**Discrimination**" refers to any act or inaction, whether intentional or unintentional, in any program or activity of a Federal aid recipient, sub recipient, or contractor that results in disparate treatment, disparate impact, or perpetuates the effects of prior discrimination based on race, color, national origin, age, sex, sexual orientation, or gender identity.

3.03 "**Gender Identity**" refers to an individual's gender, or lack thereof, a person self identifies with. It is not necessarily based on biological fact, either real or perceived, nor is it always based on sexual orientation. The gender identities one may choose from include male, female, both, somewhere in between (third gender) or neither.

3.04 "**Limited English Proficient (LEP) Persons**" are individuals for whom English is not their primary language and who have a limited ability to speak, understand, read, or write English. It includes people who reported to the U.S. Census that they do not speak English well or do not speak English at all.

3.05 "**Low-Income Population**" means any readily identifiable groups of low-income individuals who live in geographic proximity, and if circumstances warrant, geographically dispersed transient persons (such as migrant workers or Native Americans) who will be similarly affected by a proposed DOT program, policy, or activity.

3.06 "**Minority Individuals**" include the following:

- 1) American Indian and Alaska Native, which refers to people having origins in any of the original peoples of North and South America (including Central America), and who maintain tribal affiliation or community attachment.
- 2) Asian, which refers to people having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent.
- 3) Black or African American, which refers to people having origins in any of the Black racial groups of Africa.

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- 4) Hispanic or Latino, which includes people of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
 - 5) Native Hawaiian and Other Pacific Islanders, which refers to people having origins in any of the original people of Hawaii, Guam, Samoa, or other Pacific Islands.
- 3.07 **“National Origin”** means the particular nation in which a person was born, or where the person’s parents or ancestors were born.
- 3.08 **“Race”** means a group of people united or classified together on the basis of common history, nationality, or geographic distribution.
- 3.09 **“Recipient”** means one that has received or is receiving Federal financial assistance under the Acts. The term includes subrecipients of a recipient and subrecipients in FTA’s State administered programs.
- 3.10 **“Retaliation”** Any adverse action taken against another individual because of his/her participation in the complaint, investigation, or hearing relating to this policy or the provision of federal or state law.
- 3.11 **“Sex”** refers to the classification of an individual’s gender as either male, or female.
- 3.12 **“Sexual orientation”** refers to an individual’s preference in terms of sexual relationship with others, whether the individual is homosexual, heterosexual, or bisexual.
- 3.13 **“Vital Documents”** are documents that convey information that critically affects the ability of the customer to make informed decisions about his/her participation in the program. (e.g., public notices, consent forms, complaint forms, eligibility rules, notices pertaining to the reduction, denial or termination of services or benefits, right to appeal, and notices informing customers of the availability of free language assistance).

IV. GENERAL REQUIREMENTS AND GUIDELINES

- 4.01 METRO will carry out its programs, activities, and services in compliance with Title VI of the Civil Rights Act of 1964. METRO or any of its employees will not, on the grounds of race, color, national origin, age, sex, sexual orientation, or gender identity, exclude any person from participating in, deny the benefits of, or subject him/her to discrimination under any of METRO’s programs, services, or activities.
- 4.02 METRO or any of its employees will not, on the grounds of race, color, national origin, age, sex, sexual orientation, or gender identity:
- a) Provide any service, financial aid, or benefit that is different from that provided to others;
 - b) Subject an individual to segregation or separate treatment;
 - c) Restrict an individual in the enjoyment of any advantage or privilege enjoyed by others;

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- d) Deny any individual service, financial aid, or benefits under any of METRO's programs, services, or activities;
 - e) Treat individuals differently in terms of whether they satisfy admission or eligibility requirements; and
 - f) Deny an individual the opportunity to participate as a member of a planning or advisory body.
- 4.03 METRO shall evaluate significant system-wide service and fare changes and proposed improvements at the planning and programming stages to determine whether these changes have a discriminatory impact on low-income and Limited English Proficient individuals. This applies to major service changes that affect 25% of service hours of a route.
- 4.04 METRO holds at least one Board Meeting every month at a varying location throughout its geographic boundaries (e.g., Capitola, Scotts Valley, Watsonville and downtown Santa Cruz) to ensure that all individuals are afforded an opportunity to participate in METRO's transportation decisions.
- 4.05 In addition to all Title VI requirements, METRO provides a Spanish-speaking interpreter at the first hour of at least one of its regular Board Meetings every month, to ensure meaningful participation by persons with Limited English Proficiency. A Spanish-speaking interpreter can be obtained for any of its regular Board Meetings by contacting METRO's Administrative Services Coordinator at (831) 426-6080.
- 4.06 METRO's District Counsel or his/her designee will maintain a list (a minimum of four years in active status) of any Title VI investigations, complaints, or lawsuits filed which allege METRO discriminated against a person or group on the basis of race, color, national origin, age, sex, sexual orientation, or gender identity. This list will include:
- a) The date the investigation, complaint, or lawsuit was filed;
 - b) A summary of the allegation(s);
 - c) The status of the investigation, complaint, or lawsuit; and
 - d) Any actions, or corrective actions taken by METRO in response to the investigation, complaint, or lawsuit.
- 4.07 METRO will keep the public informed of the protections against discrimination afforded to them by Title VI and METRO's obligations under Title VI by posting this policy, or a *Title VI Policy Statement* (Attachment A), on METRO's website at www.scmtd.com, on transit center bulletin boards and on the official METRO bulletin board, located at METRO's Administrative offices. METRO's *Title VI Policy Statement* (Attachment A) will be posted in English and Spanish at all designated METRO facility locations.
- 4.08 METRO will take responsible steps to ensure meaningful access to the benefits, services, information and other important portions of its programs, activities and services for individuals who are Limited English Proficient (LEP).

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- 4.09 METRO will provide information, upon request from FTA, in order to investigate Complaints of discrimination, or to resolve concerns about possible noncompliance with Title VI.
- 4.10 METRO will submit its Title VI Program to the FTA's regional civil rights officer once every three years to ensure compliance with Title VI Requirements.
- 4.11 METRO will ensure that minority and low-income individuals have meaningful access to METRO's programs, activities and services.

V. ENVIRONMENTAL JUSTICE REQUIREMENTS

- 5.01 METRO shall integrate an environmental justice analysis into its National Environmental Protection Act (NEPA) documentation of construction projects. METRO is not required to conduct environmental justice analyses of projects where NEPA documentation is not required. METRO will consider preparing an environmental assessment (EA) or environmental impact statement (EIS) to integrate into its documents the following components:
 - a) A description of the low-income and minority population within the study area affected by the project, and a discussion of the method used to identify this population (e.g., analysis of Census data, direct observation, or a public involvement process);
 - b) A discussion of all adverse effects of the project both during and after construction that would affect the identified minority and low-income populations;
 - c) A discussion of all positive effects of the project that would affect the identified minority and low-income populations, such as improvements in transit service, mobility, or accessibility;
 - d) A description of all mitigation and environmental enhancement actions incorporated into the project to address the adverse effects, including, but not limited to, any special features of the relocation program that go beyond the requirements of the Uniform Relocation Act and address adverse community effects such as separation or cohesion issues; and the replacement of the community resources destroyed by the project;
 - e) A discussion of the remaining effects, if any, and why further mitigation is not proposed; and
 - f) For projects that traverse predominantly minority and low-income and predominantly non-minority and non-low-income areas, a comparison of mitigation and environmental enhancement actions that affect predominantly low-income and minority areas with mitigation implemented in predominantly non-minority or non-low-income areas.

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VI. LIMITED ENGLISH PROFICIENT (LEP) INDIVIDUALS AND PUBLIC PARTICIPATION REQUIREMENTS

- 6.01 METRO will seek out and consider the viewpoints of minority, low-income and Limited English Proficient (LEP) populations in the course of conducting public outreach and involvement activities. METRO's public participation strategy will offer early and continuous opportunities for the public to be involved in the identification of social, economic and environmental impacts of proposed transportation decisions.
- 6.02 METRO will ensure that individuals have access to its programs, activities and services by developing and carrying out the language plan herein. METRO will continually assess the language assistance needs of the population to be served.
- 6.03 METRO will use the following four factors to determine what measures must be undertaken to provide reasonable and meaningful access to LEP individuals.
- a) Languages likely to be encountered and the number or proportion of LEP persons in the eligible service population likely to be affected by the program, activity, or service.
 - b) Frequency with which LEP individuals come into contact with METRO's programs, activities, and services.
 - c) Importance of the program, activity, or service provided by METRO to LEP individual's lives.
 - d) Resources needed to provide effective language assistance and costs.
- 6.04 **ORAL LANGUAGE ASSISTANCE**
- a) METRO maintains bilingual staff to provide Spanish-speaking interpretation at its Administrative offices and within its Customer Service facility for basic transit questions and trip planning assistance.
 - b) METRO's paratransit service provides Spanish-speaking reservationists to assist paratransit customers when scheduling a trip. METRO's ParaCruz Guide is available in Spanish and in large-print Spanish on METRO's website at www.scmtd.com.
 - c) METRO provides a Spanish-speaking interpreter at the first hour of at least one of its Board Meetings every month, which will be extended to the entire meeting if there is a need for such services.
 - d) Upon notification 24-hours in advance, METRO will provide an interpreter at the first Board Meeting, if requested.
- 6.05 **NOTIFY LEP CUSTOMERS OF AVAILABILITY OF LANGUAGE ASSISTANCE SERVICES**

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- a) METRO will post a sign on its official bulletin board at its Administrative offices, which indicates that free language assistance is available, if requested in a timely manner.

6.06 TRANSLATION OF VITAL DOCUMENTS/WRITTEN LANGUAGE ASSISTANCE

- a) All public hearings that require notification to the public shall be posted in English and Spanish.
 - b) METRO's *Title VI Policy Statement* (Attachment A) and *Complaint Form* (Attachment B) will be available in Spanish on METRO's website at www.scmtd.com, at Transit Centers, and on METRO's official bulletin board.
 - c) METRO's *Title VI Policy Statement* (Attachment A) and *Title VI Complaint Form* (Attachment B) have been translated into Spanish and will be posted at transit centers, in transit vehicles, and on the official METRO bulletin board at METRO's Administrative offices.
 - d) METRO's *Headways* is provided in English and Spanish.
 - e) METRO will post a copy of the Board of Directors Agenda in Spanish on the official METRO bulletin board, located at METRO's Administrative offices.
- 6.07 METRO will provide written translations of vital documents for each LEP group that constitutes a minimum of 5% of the service area population or consists of at least 1,000 people.
- 6.08 METRO will hold at least one Board Meeting every month at a varying location throughout its geographic boundaries to ensure that low-income, minority and LEP individuals have meaningful access to these meetings. These locations include Santa Cruz, Scotts Valley and Watsonville.

VII. COMPLAINTS/LAWSUITS AND APPEALS

7.01 **How to File a Title VI Complaint with METRO:** Any person who believes that he/she, or as a member of any specific class of individuals, has been subjected to discrimination on the basis of race, color, national origin, age, sex, sexual orientation, or gender identity with respect to METRO's programs, activities, services, or other transit related benefits, may file a written Complaint with METRO. A Complaint may be filed by the individual or by a representative. A Complaint must be filed within 180 days after the date of the alleged discrimination, but complainants are encouraged to submit complaints as soon as possible. METRO will promptly investigate all Complaints filed under Title VI, pursuant to this Regulation.

7.02 **Complaint must include the following information:**

- a) A Complaint must be in writing and signed and dated by the Complainant or his/her representative before any action can be taken.

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- b) A Complaint shall state, as fully as possible, the facts and circumstances surrounding the alleged discrimination, including the name and address of the complainant, the date, time and location of the incident. The Complaint shall include a description of the program, activity or service on which the alleged discrimination occurred.

7.03 **A Complaint Form** (Attachment B) can be used to file a Title VI complaint with METRO. A *Complaint Form* will be made in an accessible format upon request. A *Complaint Form* can be obtained at the following locations:

- a) At the Santa Cruz METRO website, www.scmtd.com;
- b) By calling Santa Cruz METRO's Administrative Services Coordinator, or his/her designee at (831) 426-6080, (TDD 711 (TTY/voice)) a complaint form can be mailed.
- c) By picking up a Complaint Form at Customer Service, Pacific Station (formerly METRO Center), 920 Pacific Avenue, Santa Cruz, CA 95060 or Santa Cruz METRO Administrative offices, 110 Vernon Street, Santa Cruz, CA 95060.

7.04 If the Complaint is received by anyone besides METRO's General Manager, the individual in receipt of the Complaint shall forward it to the General Manager or his/her designee as soon as practicable but no later than 2 working days of receipt. The General Manager shall immediately provide a copy of the Complaint to the Chair of the Board of Directors and the METRO Manager responsible for the program, activity, or service that is identified as being out of compliance.

7.05 **METRO's Procedures For Investigating Complaints:** The METRO Manager responsible for the program, activity or service which is alleged to be out of compliance shall promptly investigate the alleged complaint and shall prepare a written response as soon as practicable, but no later than 10 working days of his/her receipt of the complaint. The Manager may consult with appropriate METRO Staff in the preparation of his/her response to the complaint. The Manager shall forward his/her written response to the General Manager or his/her designee within the designated time frame.

7.06 **Efforts to Contact Complainant:** The General Manager or his/her designee shall make efforts to speak (meeting or telephone conversation) with the complainant, at which time the complainant may give written or oral evidence supporting the allegation that his/her rights under Title VI have been violated. The General Manager or his/her designee shall review and consider the response prepared by the Manager identified in Section 7.05, all the information provided by the complainant, if any, and any other evidence available regarding the allegations of the complaint. The General Manager or his/her designee shall prepare a written report of his/her findings and if corrective action is required, a timetable for the completion of such action.

7.07 **Completion of Investigation:** As soon as is practicable, but no later than 20 working days following receipt of the initial complaint, the General Manager or his/her designee

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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.

- 7.08 **Appeal to Chair:** If the complainant is not satisfied with the findings and/or action of METRO's General Manager or his/her designee, then the complainant may file his/her Complaint with the Chair of the Board of Directors (see Section 7.09 below), or with the FTA's Office of Civil Rights (see Section 7.11 below).
- 7.09 **Appeal Process:** If the complainant chooses to file his/her Complaint with the Chair of the Board of Directors, then the complaint and any supporting documentation should be submitted 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, or his/her designee, 110 Vernon Street, Santa Cruz, CA 95060. Upon review of the file, the Chair of the Board shall notify the complainant 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. The decision of the Chair of METRO's Board of Directors shall be final.
- 7.10 **Timeline Waiver:** Any timeline set forth herein may be extended by the General Manager upon a showing of good cause.
- 7.11 **How to File a Title VI Complaint with the FTA:** Any person who believes that he/she, or as a member of any specific class of individuals, has been subjected to discrimination on the basis of race, color, national origin, age, sex, sexual orientation, or gender identity, with respect to METRO's programs, activities, or services, or other transit related benefits, may file a written Complaint with FTA. A Complaint may be filed by the individual or by a representative. A Complaint must be filed within 180 days after the date of the alleged discrimination. FTA will promptly investigate all Complaints filed under Title VI in accordance with DOT regulations *49 CFR §§21.11(b) and 21.11(c)*.
- A. **A Complaint must include the following information:**
- 1) A Complaint must be in writing and signed and dated by the Complainant or his/her representative before any action can be taken. In cases where a Complainant is unable or incapable of providing a written statement, but wishes FTA or DOT to investigate alleged discrimination, a verbal Complaint of discrimination may be made to the FTA Director, Office of Civil Rights. If necessary, the Civil Rights Official will assist the person in converting the verbal Complaint into writing. All Complaints must, however, be signed by the Complainant or his/her representative.

FTA Civil Rights Office Address:

Federal Transit Administration Office of Civil Rights
Attn: Title VI Program Coordinator
East Building, 5th Floor - TCR
1200 New Jersey Avenue, S.E.
Washington, DC 20590

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TTY: 1-800-877-8339
Voice: 1-866-377-8642
FTA.ADAAssistance@dot.gov

- 2) A Complaint shall state, as fully as possible, the facts and circumstances surrounding the alleged discrimination, including the date, time and location of the incident. The Complaint shall include a description of the program, activity or service on which the alleged discrimination occurred.

7.12 **Complaint Acceptance:** Once a Complaint has been accepted, FTA will notify METRO that it has been subject to a Title VI Complaint and ask METRO to respond in writing to the Complainant's allegations. Once the Complainant agrees to release the Complaint to METRO, FTA will provide METRO with the Complaint. FTA may choose to close a Complaint if the Complainant does not agree to release the Complaint to METRO. FTA strives to complete a Title VI Complaint investigation within 180 days of the acceptance date of a Complaint.

7.13 **Investigations:** FTA will make a prompt investigation whenever a compliance review, report, Complaint or any other information indicates a possible failure to comply with Title VI Regulations. FTA's investigation will include a review of the pertinent practices and policies of METRO, the circumstances under which the possible noncompliance occurred, and other factors relevant to a determination as to whether METRO has failed to comply with Title VI regulations.

7.14 Following the investigation, FTA's Office of Civil Rights will transmit to the Complainant and METRO one of the following three letters based on its findings:

- a) **Letter of Resolution:** which explains the steps that METRO has taken or promises to take to come into compliance with Title VI.
- b) **Letter of Finding (Compliance):** which explains that METRO is found to be in compliance with Title VI. This letter will include an explanation of why METRO was found to be in compliance, and provide notification of the Complainant's appeal rights.
- c) **Letter of Finding (Noncompliance):** which explains that METRO is found to be in noncompliance. This letter will include each violation referenced, the applicable regulations, a brief description of proposed remedies, notice of the time limit on the conciliation process, the consequences for failure to achieve voluntary compliance, and an offer of assistance to METRO in devising a remedial plan for compliance.

7.15 **Appeals Process:** The letters of finding and resolution will offer the Complainant and METRO the opportunity to provide additional information that would lead FTA to reconsider its conclusions. FTA requests that the parties in the Complaint provide this additional information within 60 days of the date of the FTA letter of finding. FTA's Office of Civil Rights will respond to an appeal either by issuing a revised letter of

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Policy and Regulation

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resolution or finding to the appealing party, or by informing the appealing party that the original letter of resolution or finding remains in force.

VIII. DEFICIENCIES WITH TITLE VI COMPLIANCE

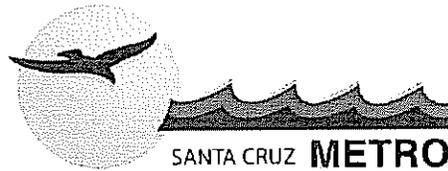
- 8.01 Compliance Reviews will be conducted periodically by FTA, as part of its ongoing responsibility pursuant to its authority under *49 CFR §21.11(a)*.
- 8.02 If FTA determines that METRO is in noncompliance with Title VI, it will transmit a *Letter of Finding* that describes FTA's determination and requests that METRO voluntarily take corrective action(s) which FTA deems necessary and appropriate.
- 8.03 METRO will submit a remedial action plan including a list of planned corrective actions and, if necessary, sufficient reasons and justification for FTA to reconsider any of its findings or recommendations within 30 days of receipt of FTA's *Letter of Finding*.

IX. ADMINISTRATION OF REGULATION

- 9.01 METRO will integrate the provisions within its Title VI Program into all programs, activities, and services provided by METRO's Fixed Route service, Paratransit service and METRO facilities.
- 9.02 METRO will integrate the Title VI Program into its policies and procedures.

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT



TITLE VI POLICY STATEMENT

The Santa Cruz Metropolitan Transit District (METRO) is committed to providing public transportation in an environment that is free from discrimination on the basis of race, color, national origin, age, sex, sexual orientation, or gender identity. METRO operates its programs, activities and services without regard to race, color, national origin, age, sex, sexual orientation, or gender identity.

As a Federal Transit Administration (FTA) fund recipient, METRO will ensure that its programs, policies and activities comply with Title VI of the Civil Rights Act of 1964, as amended, and Department of Transportation regulations.

Any person who believes that he/she, has been subjected to discrimination on the basis of race, color, national origin, age, sex, sexual orientation, or gender identity, with respect to METRO's programs, activities, services, or other transit related benefits, may file a Title VI complaint. Complaints must be filed in writing and signed by the complainant, or a representative, and should include the complainants name, address, and telephone number or other means by which the complainant can be contacted. Complaints must be filed within 180 days of the date of the alleged discriminatory act.

To request additional information on METRO's non-discrimination obligations or to file a Title VI Complaint, please submit your request or complaint in writing to:

Santa Cruz Metropolitan Transit District
Attn: General Manager
110 Vernon Street
Santa Cruz, CA 95060

*Complaint Forms can also be obtained on METRO's website www.scmtd.com

Federal Transit Administration (FTA) Title VI Complaints may be filed directly to:

Federal Transit Administration Office of Civil Rights
Title VI Program Coordinator
East Building, 5th Floor – TCR
1200 New Jersey Avenue, SE
Washington, DC 20590

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Santa Cruz Metropolitan Transit District
TITLE VI DISCRIMINATION COMPLAINT FORM
110 Vernon Street, Santa Cruz, CA 95060

Complainant's Name: _____

Street Address: _____

City/State/Zip: _____

Phone: _____ E-mail Address: _____

Date of Violation: _____ Time of Violation: _____

Date of Complaint: _____

Place of Violation: _____

Bus Number:** _____ Bus Route:** _____

Discrimination because of: Race Color National Origin

Age Sex Sexual Orientation Gender Identity

Please provide the name(s) of the METRO Directors, employees, and/or agents who allegedly discriminated against you, including their job titles (if known).

Identify what METRO service, program, or activity (e.g. fixed route service, ParaCruz, etc.) did not comply with Title VI of the Civil Rights Act of 1964.

Identify individuals by name, address and phone number that have information relating to the violation.

Explain as clearly as possible what happened, how you feel you were discriminated against and who was involved. Please include how other individuals were treated differently from you.*

Signature of Complainant: _____ Date: _____

*You may use additional sheets of paper, if necessary.

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TITLE VI COMPLIANCE REVIEW
OF THE
Santa Cruz Metropolitan Transit District (METRO)
Santa Cruz, California

Final Report

December 2011

Prepared For

U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL TRANSIT ADMINISTRATION
OFFICE OF CIVIL RIGHTS

Prepared By

THE DMP GROUP, LLC
2233 Wisconsin Avenue NW
Suite 405
Washington, DC 20007

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I. GENERAL INFORMATION

Grant Recipient: Santa Cruz Metropolitan Transit District
(METRO)

City/State: Santa Cruz, California

Grantee Number: 1675

Executive Official: Mr. Leslie R. White
General Manager
Santa Cruz Metropolitan Transit District
110 Vernon Street
Santa Cruz, CA 95060

On-Site Contact: Rickie-Ann Kegley, Paralegal

Report Prepared By: The DMP Group, LLC
2233 Wisconsin Avenue NW
Suite 405
Washington, DC 20007

Site Visit Dates: September 13 – 15, 2011

Compliance Review
Team Members: Donald Lucas, Lead Reviewer
Gregory Campbell, Reviewer

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II. JURISDICTION AND AUTHORITIES

The Federal Transit Administration (FTA) Office of Civil Rights is authorized by the Secretary of Transportation to conduct civil rights compliance reviews. The Santa Cruz Metropolitan Transit District (METRO) is a recipient of FTA funding assistance and is therefore subject to the Title VI compliance conditions associated with the use of these funds pursuant to the following:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. Section 2000d).
- Federal Transit Laws, as amended (49 U.S.C. Chapter 53 et seq.).
- Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (42 U.S.C. 4601, et seq.).
- Department of Justice regulation, 28 CFR part 42, Subpart F, “Coordination of Enforcement of Nondiscrimination in Federally-Assisted Programs” (December 1, 1976, unless otherwise noted).
- DOT regulation, 49 CFR part 21, “Nondiscrimination in Federally-Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964” (June 18, 1970, unless otherwise noted).
- Joint FTA/Federal Highway Administration (FHWA) regulation, 23 CFR part 771, “Environmental Impact and Related Procedures” (August 28, 1987).
- Joint FTA/FHWA regulation, 23 CFR part 450 and 49 CFR part 613, “Planning Assistance and Standards,” (October 28, 1993, unless otherwise noted).
- DOT Order 5610.2, “U.S. DOT Order on Environmental Justice to Address Environmental Justice in Minority Populations and Low-Income Populations,” (April 15, 1997).
- DOT Policy Guidance Concerning Recipients’ Responsibilities to Limited English Proficient Persons, (December 14, 2005).
- Section 12 of FTA’s Master Agreement 17, (October 1, 2010).

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III. PURPOSE AND OBJECTIVES

Purpose

The Federal Transit Administration (FTA) Office of Civil Rights periodically conducts discretionary reviews of grant recipients and subrecipients to determine whether they are honoring their commitments, as represented by certification, to comply with the requirements of 49 U.S.C. 5332. In keeping with its regulations and guidelines, FTA determined that a Compliance Review of METRO's Title VI Program was necessary.

The Office of Civil Rights authorized The DMP Group, LLC to conduct the Title VI Compliance Review of METRO. The primary purpose of this Compliance Review was to determine the extent to which METRO has met its General Reporting Requirements in accordance with FTA Circular 4702.1A, "Title VI and Title VI-Dependent Guidelines for Federal Transit Administration Recipients." Members of the Compliance Review team also discussed with METRO the requirements of the DOT Guidance on Special Language Services to Limited English Proficient (LEP) Beneficiaries that is contained in Circular 4702.1A. The Compliance Review had a further purpose to provide technical assistance and to make recommendations regarding corrective actions, as deemed necessary and appropriate. The Compliance Review was not an investigation to determine the merit of any specific discrimination complaint filed against METRO.

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Objectives

The objectives of FTA's Title VI Program, as set forth in FTA Circular 4702.1A, "Title VI and Title VI-Dependent Guidelines for Federal Transit Administration Recipients," are:

- Ensure that the level and quality of transportation service is provided without regard to race, color, or national origin;
- Identify and address, as appropriate, disproportionately high and adverse human health and environmental effects, including social and economic effects of programs and activities on minority populations and low-income populations;
- Promote the full and fair participation of all affected populations in transportation decision making;
- Prevent the denial, reduction, or delay in benefits related to programs and activities that benefit minority populations or low-income populations;
- Ensure meaningful access to programs and activities by persons with limited English proficiency.

The objectives of Executive Order 13166 and the "DOT Guidance to Recipients on Special Language Services to Limited English Proficient (LEP) Beneficiaries" are for FTA grantees to take reasonable steps to ensure "meaningful" access to transit services and programs for limited English proficient (LEP) persons.

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IV. BACKGROUND INFORMATION

The Santa Cruz Metropolitan Transit District (METRO) provides transit service in Santa Cruz County, California, serving the cities of Capitola, Santa Cruz, Scotts Valley, Watsonville, and the unincorporated areas of Santa Cruz County. METRO is a Transit District formed under the State of California Public Utilities Code, Section 98000 et. seq. METRO is governed by an 11 member board plus one ex-officio member from the University of California Santa Cruz. METRO's mission is "To provide a public transportation service that enhances personal mobility and creates a sustainable transportation option in Santa Cruz County through a cost-effective, reliable, accessible, safe, clean and courteous transit service."

METRO is organized into eight major departments, including the Office of the General Manager, District Counsel, Finance, Human Resources, Operations, Maintenance, Information Technology, and Fleet/Facilities Maintenance. The General Manager reports to the METRO Board of Directors and has the ultimate responsibility for the implementation of METRO's Title VI program. The General Manager has delegated to the various departments that are responsible for spending the grant funds, the responsibility of managing all grant requirements including Title VI requirements. The various departments have grant Project Managers and Analysts that manage the organizations grants and meet frequently with the General Manager to discuss grant activity including compliance. This structure, designed by the General Manager, is responsible for establishing policies and monitoring procedures to ensure Title VI compliance. METRO receives Section 5307, Section 5311, Section 5316, and Section 5317 funding.

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While METRO's service area is technically all of Santa Cruz County with a total population of approximately 262,382 persons, METRO primarily operates service in the four urbanized areas (UZAs) of Santa Cruz, Watsonville, Capitola, and Scotts Valley with a total population of approximately 132,643.

METRO operates a network of 34 fixed routes and a complementary paratransit service called ParaCruz. Service is provided weekdays from 4:45 a.m. to 12:40 a.m. Weekend service is operated from 6:40 a.m. to 11:40 p.m. METRO operates five types of fixed route services as follows:

- **Rural (6 routes):** These routes provide service to rural areas of the county in the Santa Cruz Mountains and outside Watsonville. These areas include the communities in the San Lorenzo Valley and Corralitos.
- **Local / Feeder (11 routes):** These routes are designed to provide bus service within the urban communities of the county. The majority of these routes serve the cities of Santa Cruz and Watsonville.
- **Intercity (9 routes):** These routes are primarily focused on meeting the bus rider demands between urban areas including the Santa Cruz to Watsonville corridor and Santa Cruz to Scotts Valley corridor. A variety of service options (local stop to express) between Santa Cruz and Watsonville are offered to meet the various travel needs along the Highway 1 corridor. An agreement between Monterey Salinas Transit (MST) and METRO established a no cost interagency transfer across county lines allowing MST and METRO riders access to both systems with one fare payment.
- **University of California Santa Cruz (7 routes):** UCSC contracts with METRO to provide dedicated fixed route transit service to its students. METRO bills UCSC monthly for trips taken by students with valid UCSC identification. Annual revenue from trips provided to UCSC students is approximately \$3.5 million - \$4 million, or 10% of METRO's budget. The majority of this service is only offered during the University's school term and is not in service during the summer months.

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- **Regional (1 route):** This route provides commuter service between Santa Cruz County and Santa Clara County along Highway 17. This service connects the Downtown Santa Cruz station with San Jose's Diridon station, servicing park and ride lots and the Cavallaro Transit Center in Scotts Valley. At Diridon station, passengers can connect to the Santa Clara Valley Transportation Authority's (VTA) transit system, and the Caltrain and Amtrak regional rail systems. Once at Diridon, transit passengers can also connect to the San Jose airport using the VTA system. During school term, the Highway 17 service extends to San Jose State University. An Agreement with VTA allows riders purchasing a METRO Highway 17 Express Day Pass full unlimited ride access to VTA's bus and light rail system.

METRO operates ADA complementary paratransit service called ParaCruz. ParaCruz provides service to areas within a $\frac{3}{4}$ of a mile of its fixed route service, except the Highway 17 commuter route. ParaCruz provides shared ride, door-to-door service from 6:00 AM until 10:30 PM every day except New Year's Day, Thanksgiving, and Christmas Day for eligible riders. Trips must be scheduled between 1-14 days in advance between the hours of 8:00 AM and 5:00 PM. ParaCruz uses two local taxicab companies, Santa Cruz Transportation (Yellow Cab) and Watsonville Transportation (Courtesy Cab), to supplement its ADA paratransit service, as needed.

The basic adult fare for bus service is \$2.00. A reduced fare of \$1.00 is offered to seniors 62 years or older, valid Medicare card holders, and persons with disabilities during all hours of service. The fare for ADA paratransit service is \$4.00, twice the price of the regular fixed route fare.

METRO operates a fleet of 102 buses for fixed-route service. Its bus fleet consists of 35- and 40-foot standard and low floor buses. Over the past three years, METRO has purchased Compressed Natural Gas (CNG) buses with a long term

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goal of completely replacing its diesel fleet with CNG buses. The current peak requirement is for 83 vehicles. METRO has a contingency fleet of nine buses, bringing its total fixed-route bus fleet to 111. METRO also has a fleet of 45 vans, which are used for its ParaCruz complementary paratransit service.

At the time of the site visit, METRO had the following noteworthy projects underway:

- Complete right-of-way purchase and renovation of the Pacific Station;
- Upgrade video surveillance system;
- Purchase of 11 – 13 new buses (State of Good Repair grant);
- Installation of a new CNG tank at the Santa Cruz location;
- Design and implementation of the HASTUS scheduling system;
- Upgrade of Radio system to meet FCC mandate.

The following table represents a demographic profile of the METRO Service Area as well as the demographic profile of Santa Cruz County using data from the 2000 and the 2010 Census. The table shows the 2000 and 2010 population by racial/ethnic group, the increase (or decrease) in population from 2000 to 2010, and the percentage of the racial/ethnic group population to the total population in both 2000 and 2010.

From 2000 to 2010, the total population of the METRO Service Area increased 9.5 percent. The White population increased 4.4 percent, while the Black population increased 13.9 percent, the Hispanic population increased 26 percent, the Asian population increased 43.7 percent, the American Indian/Alaskan Native population decreased 11.6 percent, and the Native Hawaiian/Pacific Islanders population increased 6 percent. In 2010, 72.5 percent of the total population was White (a

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decrease of 3.1 percent from 2000), 1.1 percent was Black (a negligible increase), 32 percent was Hispanic (an increase of 5.3 percent), 4.2 percent was Asian (an increase of 1.3 percent), 0.9 percent was American Indian/Alaskan Native (a decrease of 0.2 percent), and 0.1 percent was Native Hawaiian/Pacific Islander (a negligible increase).

According to the 2000 Census, 9.3 percent of the population had income below the poverty level and 303,729 persons (4.6 percent) of the population had Limited English Proficiency (LEP), as shown on the Table below.

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Table 1 – Demographics of the Santa Cruz Metro Service Area¹

Racial/ Ethnic Breakdown

Source: 2000 and 2010 U.S. Census

Racial/ Ethnic Group	METRO's Service Area 2000		Santa Cruz County 2000		METRO's Service Area 2010		Santa Cruz County 2010		Change in METRO's Service Area		
	Number	%	Number	%	Number	%	Number	%	Number	% change ethnic group	% change total pop
White	81,415	67.2%	191,931	75.1%	84,981	64.1%	190,208	72.5%	3,566	4.4%	-3.1%
African American	1,451	1.2%	2,477	1.0%	1,653	1.2%	2,766	1.1%	202	13.9%	0.0%
Asian	5,059	4.2%	8,789	3.4%	7,269	5.5%	11,112	4.2%	2,210	43.7%	1.3%
American Indian and Alaska Native	1,340	1.1%	2,461	1.0%	1,185	0.9%	2,253	0.9%	-155	-11.6%	-0.2%
Native Hawaiian and Pacific Islander	166	0.1%	382	0.1%	176	0.1%	349	0.1%	10	6%	0.0%
Other Race	26,118	21.6%	38,391	15.0%	30,678	23.1%	43,376	16.5%	4,560	17.5%	1.4%
Two or More Races	5,620	4.6%	11,171	4.4%	6,701	5.1%	12,318	4.7%	1,081	19.2%	0.4%
Hispanic Origin ²	44,741	36.9%	68,486	26.8%	56,395	42.5%	84,092	32.0%	11,654	26.0%	5.3%
Total Population	121,169	100%	255,602	100%	132,643	100%	262,382	100%	11,474	9.5%	0.0%

Low Income	17,693	14.7%	29,383	11.9%
Limited English	23,623	19.6%	34,399	14.3%

¹ While METRO's service area is technically all of Santa Cruz County METRO, primarily operates service in the four urbanized areas (UZAs) of Santa Cruz, Watsonville, Capitola, and Scotts Valley.

² Per the 2000 and 2010 Census, people of Hispanic origin can be, and in most cases are, counted in two or more race categories.

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V. SCOPE AND METHODOLOGY

Scope

The Title VI Compliance Review of METRO examined the following requirements as specified in FTA Circular 4702.1A:

General Reporting Requirements and Guidelines – all applicants, recipients, and subrecipients shall maintain and submit the following:

- a. Annual Title VI Certification and Assurance;
- b. Title VI Complaint Procedures;
- c. Record of Title VI Investigations, Complaints, and Lawsuits;
- d. Language Access to LEP Persons;
- e. Notice to Beneficiaries of Protection under Title VI;
- f. Submit Title VI Program;
- g. Environmental Justice Analysis of Construction Projects; and
- h. Inclusive Public Participation.

Since METRO does not meet the size threshold for a large urban operator (all applicants, recipients and subrecipients that provide public mass transit service in urbanized areas with populations over 200,000), it is not required to report on its activities related to FTA Circular 4702.1A Program-Specific Requirements and Guidelines for Large Urban Areas. However, since METRO is required to ensure that its services and the results of its decision-making are equitable, the Review team, in agreement with METRO, provided technical assistance in the areas of *Evaluation of Service and Fare Changes* and *Monitoring Transit Service*.

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Methodology

Initial interviews were conducted with the FTA Headquarters Civil Rights staff and the FTA Region IX Civil Rights Officer to discuss specific Title VI issues and concerns regarding METRO. An agenda letter covering the Review was sent to METRO advising it of the site visit and indicating additional information that would be needed and issues that would be discussed. The Review team focused on the General Reporting Requirements and Guidelines that are contained in FTA Title VI Circular 4702.1A that became effective on May 13, 2007. The General Reporting Requirements and Guidelines now include implementation of the Environmental Justice (EJ) and Limited English Proficiency (LEP) Executive Orders.

METRO was requested to provide the following documents in advance of the site visit:

- Description of METRO's service area, including general population and other demographic information using the most recent Census data.
- Current description of METRO's public transit service, including system maps, public timetables, transit service brochures, etc.
- Roster of METRO's current revenue fleet, to include acquisition date, fuel type, seating configurations, and other amenities.
- Description of transit amenities maintained by METRO for its service area. Amenities include stations, shelters, benches, restrooms, telephones, passenger information systems, etc.
- METRO Organization Chart.
- Any studies or surveys conducted by METRO, its consultants or other interested parties (colleges or universities, community groups, etc.) regarding ridership, service levels and amenities, passenger satisfaction,

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passenger demographics, or fare issues for its public transit service during the past three years.

- Summary of METRO's current efforts to seek out and consider the viewpoints of minority, low-income, and LEP populations in the course of conducting public outreach and involvement activities.
- A copy of METRO's four factor analysis of the needs of persons with Limited English Proficiency, if updated since its most recent FTA Title VI Program Compliance Report dated February 26, 2010.
- A copy of METRO's plan for providing language assistance to persons with Limited English Proficiency that is based on the USDOT LEP Guidance, if updated since its most recent FTA Title VI Program Compliance Report dated February 26, 2010.
- METRO's procedures for investigating and tracking Title VI complaints and documentation that the procedures for filing complaints are available to members of the public upon request, if updated since its most recent FTA Title VI Program Compliance Report dated February 26, 2010.
- A list of any investigations, lawsuits, or complaints naming METRO that alleges discrimination on the basis of race, color, or national origin since its most recent FTA Title VI Program Compliance Report dated February 26, 2010. This list must include:
 - the date the investigation, lawsuit, or complaint was filed;
 - a summary of the allegation(s);
 - the status of the investigation, lawsuit, or complaint; and
 - actions taken by METRO in response to the investigation, lawsuit, or complaint.
- Copy of METRO's Notice to Beneficiaries of Protection under Title VI, if updated since its most recent FTA Title VI Program Compliance Report dated February 26, 2010.
- Documentation of efforts made by METRO to notify members of the public of the protections against discrimination afforded to them by Title VI.

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- Copies of any environmental justice assessments conducted for construction projects since its most recent FTA Title VI Program Compliance Report dated February 26, 2010 and, if needed, a description of the program or other measures used or planned to mitigate any identified adverse impact on the minority or low-income communities.
- Documentation of any equity evaluations of fare and service changes undertaken by METRO since its most recent FTA Title VI Program Compliance Report dated February 26, 2010.
- Documentation of periodic service monitoring activities undertaken by METRO, during the past three years, to compare the level and quality of service provided to predominantly minority and low-income areas with service provided in other areas to ensure that the end result of policies and decision-making is equitable service. If METRO's monitoring determined that prior decisions have resulted in disparate impacts, provide documentation of corrective actions taken to remedy the disparities.

METRO assembled the documents prior to the site visit and provided them to the Compliance Review team for advance review. A detailed schedule for the three-day site visit was developed.

The site visit to METRO occurred September 13 – 15, 2011. The individuals participating in the Review are listed in Section VIII of this report. An Entrance Conference was conducted at the beginning of the Compliance Review with METRO senior management, METRO staff, and the contractor Review team. The Review team showed the participants a U.S. Justice Department Title VI film during the Entrance Conference. Also, during the Entrance Conference, the Review team explained the goals of the Review and the needed cooperation of staff members. A detailed schedule for conducting the on-site visit was discussed.

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Following the Entrance Conference, the Review team met with the METRO General Manager and other staff responsible for Title VI Compliance. During this meeting, discussions focused on a detailed examination of documents submitted in advance of the site visit and documents provided at the site visit by METRO.

At the end of the site visit, an Exit Conference was held with METRO staff and the contractor Review team. At the Exit Conference, initial findings and corrective actions were discussed with METRO.

Site Visits

With METRO's help, the Review team selected one minority, one non-minority, one low-income, and one non-low-income route to tour. The objective was to get a sense of METRO's service area in relation to Title VI and to identify any obvious disparities in the distribution of transit amenities along its routes. The route tour results are as follows:

	Minority (Route 71)	Non-Minority (Route 35)	Low-Income (Route 75)	Non-Low-Income (Route 3)
Bench	101	48	22	24
Shelter	47	16	12	6
Trash Can	46	35	11	3
Light	2	2	3	1
Park and Ride	1	1	0	0

As the results indicate, there were no disparities in the distribution of transit amenities that had an adverse impact on the minority and low-income communities along the routes toured.

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VI. FINDINGS AND RECOMMENDATIONS

The Title VI Compliance Review focused on METRO's compliance with the General Reporting Requirements and Guidelines. This section describes the requirements and findings at the time of the Compliance Review site visit. In summary, no deficiencies were identified in seven of the eight areas reviewed. Deficiencies were identified in the area of *Language Access to LEP Persons*. Advisory comments were issued in the areas of *Environmental Justice Analysis of Construction Projects* and *Submit Title VI Program*.

Following the issuance of the Draft report, METRO submitted documentation that it has initiated efforts to prepare its Language Access Plan. It expects to complete the Plan by February 24, 2011. METRO also described its plan to address the advisory comment related to the Title VI Program.

FINDINGS OF THE GENERAL REPORTING REQUIREMENTS AND GUIDELINES

1. Inclusive Public Participation

Guidance: *FTA recipients should seek out and consider the viewpoints of minority, low-income, and LEP populations in the course of conducting public outreach and involvement activities. An agency's public participation strategy shall offer early and continuous opportunities for the public to be involved in the identification of social, economic, and environmental impacts of proposed transportation decisions.*

Findings: During this Title VI Compliance Review of METRO, no deficiencies were found regarding METRO's compliance with FTA guidance for Inclusive

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Public Participation. METRO provided documentation confirming early and continuous outreach to minority and low-income communities throughout its service area. Examples included:

- Holding monthly Board meetings open to the public in different locations throughout Santa Cruz County, including minority and low-income areas.
- Placing bilingual (English/Spanish) meeting announcements in the majority newspaper, Santa Cruz Sentinel.
- Placing translated meeting announcements in the minority newspaper, La Ganga.
- Engagement of the METRO Advisory Committee (MAC) which included bus riders who are members of the minority and low-income communities. MAC meeting minutes are reviewed by the METRO Board prior to every monthly Board meeting. There are three minorities on the MAC and two other individuals who reside in and represent Watsonville, METRO's largest minority community.
- Running public information programming on local television stations and on the Internet.

At the time of the site visit, the METRO Board included one minority and four residents of METRO's largest minority area. METRO indicated how rider-focused its Board was and how committed its Board was to including the riding public in its decision-making process. Meeting minutes from several METRO Board meetings confirmed participation and input from the minority and low-income communities.

Per a METRO memorandum dated September 7, 2010 regarding "*The Title VI Evaluation on Impacts and Mitigations Related to Fall 2010 Service Reductions*," METRO conducted the following outreach efforts:

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- *Hosted sixteen (16) public hearings in various locations throughout the County, including low-income and minority neighborhoods. Also made presentations to the Santa Cruz and Watsonville City Councils.*
- *Notices were published in multiple languages in three (3) local newspapers and onboard every fixed route bus. These notices included contact information so that members of the community could voice their concerns.*
- *Poster displays of the proposed reductions and changes were displayed at the METRO Center Pacific Station in downtown Santa Cruz.*
- *Staff also recorded a 25 minute Community Television program in multiple languages explaining the proposed changes and reductions along with the times and locations of each public hearing. This program was aired in cycles for over 6 weeks on various Community Television channels.*
- *Santa Cruz METRO's website also hosted information on the changes and reductions as well as contact information so that members of the community could voice their concerns.*
- *Customer Service staff and Bus Operators also distributed flyer handouts with information on the Fall 2010 service reductions as well as information on public hearings and contact information.*

Based on public feedback, several modifications were considered for the Fall 2010 service reduction proposal. Such feedback guided Santa Cruz METRO staff in anticipating the impacts to low-income and minority populations as consequence of the Fall 2010 service reduction.

METRO was advised to record, in the form of a list or log, its inclusive public participation outreach efforts to minority and low-income communities for Title VI Program Submittal reporting purposes.

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2. Language Access to LEP Persons

Requirement: *FTA recipients shall take responsible steps to ensure meaningful access to the benefits, services, information, and other important portions of its programs and activities for individuals who are Limited English Proficient (LEP).*

Findings: During this Title VI Compliance Review of METRO, deficiencies were found regarding METRO's compliance with FTA requirements for Language Access to LEP persons. METRO did not complete a four-factor analysis or develop a Language Assistance Plan (LAP), as required by FTA Circular 4702.1A and DOT LEP Guidance. It was noted that, although METRO did not conduct a four-factor analysis, it had implemented measures to assist Spanish speaking LEP persons. For example, the Review team confirmed the availability of translated information, including METRO's Title VI Notice, complaint procedures, complaint form, *Bus Rider's Guide* information, and some website information.

The Review team provided technical assistance to METRO on FTA LEP requirements, including recommendations on how to conduct a four-factor analysis and develop a LAP for its transit service. Specifically, the Review team explained the four-factor analysis and Language Assistance Plan development requirements in the table below:

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Elements Required for LEP Analysis and Language Access Plan (Per FTA C. 4702.1A, IV, 4. a. and DOT Policy Guidance)	
Part A – Four-Factor Assessment	
1.	Demography –The number or proportion of LEP persons eligible to be served or likely to be encountered
2.	Frequency of Contact - the frequency with which LEP individuals come in contact with the program and/or activities
3.	Importance - the nature and importance of the program, activity, or service to people's lives;
4.	Resources - the resources available and costs
Part B - Develop Language Assistance Plan	
1.	Identification of LEP Persons
2.	Language Assistance Measures
3.	Training of Staff
4.	Provide Notice to LEP Persons
5.	Monitor and Update the LAP

After the issuance of the Draft Report on December 9, 2011, METRO submitted a draft of its completed LEP four-factor analysis. METRO’s LEP four-factor analysis was conducted in a manner consistent with FTA Circular 4702.1A and DOT LEP Guidance, as described in the following table:

Elements Required for LEP Four-Factor Analysis (Per FTA C. 4702.1A, IV, 4. a. and DOT Policy Guidance)		
	Included in METRO’s Plan	Notes/Comments
Part A – Four-Factor Assessment		
1. Demography –The number or proportion of LEP persons eligible to be served or likely to be encountered	Yes	METRO used 2000 and 2010 U.S. Census data, American Community Survey data, California Department of Education data, customer service and transit operator surveys, and surveys conducted in conjunction with community organizations serving LEP populations to determine the number and proportion of LEP persons it is likely to serve. METRO’s largest LEP community is Spanish speaking, followed by Chinese speaking people. Spanish and Chinese speaking LEP persons represent approximately 90 percent

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Elements Required for LEP Four-Factor Analysis (Per FTA C. 4702.1A, IV, 4. a. and DOT Policy Guidance)		
		and 2 percent of METRO's LEP population, respectively. METRO's largest Spanish speaking LEP community is located in the City of Watsonville.
2. Frequency of Contact - the frequency with which LEP individuals come in contact with the program and/or activities	Yes	METRO used customer service data, transit operator surveys, outreach to community organizations, and focus groups with individuals from the LEP community to determine the frequency with which it comes into contact with LEP persons. Collectively, these efforts revealed that METRO's LEP community frequently uses its services.
3. Importance - the nature and importance of the program, activity, or service to people's lives	Yes	Through outreach to community organizations and surveys METRO identified the reasons members of its LEP community relied on its service, and also identified service routes frequently used by LEP individuals. METRO's LEP community identified healthcare, education, and employment as important reasons for using METRO's service.
4. Resources - the resources available and costs	Yes	METRO's LEP resources are as follows: bilingual staff, interpreters, translated notices and system information in print and on the Internet, bilingual ticket vending machines, bilingual security officers and station managers. As result of its four-factor analysis, METRO identified additional resources it plans to develop, including: translation of critical website information, translation of safety and security related announcements, and "I Speak" cards for transit operators.

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In its response to the Draft report in a letter dated December 21, 2011, METRO indicated that it is working on completing its Language Assistance Plan.

According to METRO, the LAP should be completed and approved by its Board of Directors at the Board's February 24, 2012 meeting.

Corrective Actions and Schedules: Within 120 days, METRO must submit to the FTA Equal Opportunity Specialist in the FTA Headquarters Office of Civil Rights a completed Language Assistance Plan that meets the requirements to provide meaningful access to Limited English Proficient (LEP) persons, as described in FTA Circular 4702.1A and *DOT LEP Guidance Concerning Recipients' Responsibilities to Limited English Proficient Persons*.

3. Title VI Complaint Procedures

Requirement: *FTA recipients shall develop procedures for investigating and tracking Title VI complaints filed against them and make their procedures for filing a complaint available to members of the public upon request.*

Findings: During this Title VI Compliance Review of METRO, no deficiencies were found regarding METRO's compliance with FTA requirements for Title VI Complaint Procedures. METRO's complaint procedures included reasonable steps to receive and investigate complaints, and adjudicate appeals.

All Title VI complaints were recorded on a complaint form and immediately routed to METRO's General Manager (GM). METRO's GM assigned an investigator who interviewed all parties and collected relevant facts. The investigator submitted a report of findings to the GM who determined the merits of the complaint and associated actions to be taken. The GM also notified the

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complainant of METRO's determination. If the complainant disagreed with METRO's determination, the complainant was informed that an appeal could be filed with the METRO Board of Directors.

4. Record of Title VI Investigations, Complaints, and Lawsuits

Requirement: *FTA recipients shall prepare and maintain a list of any active investigations conducted by entities other than FTA, lawsuits, or complaints naming the recipients that allege discrimination on the basis of race, color, or national origin. This list shall include the date that the investigation, lawsuit, or complaint was filed; a summary of the allegation(s); the status of the investigation, lawsuit, or complaint; and actions taken by the recipient in response to the investigation, lawsuit, or complaint.*

Findings: During this Title VI Compliance Review of METRO, no deficiencies were found regarding METRO's compliance with FTA requirements for Record of Title VI Investigations, Complaints, and Lawsuits. METRO submitted a narrative summary of the one Title VI complaint it received in the past three years. While the complaint was submitted in narrative form, it did include all elements required by FTA Circular 4702.1A, IV, 3 as follows:

1. The date the investigation, lawsuit, or complaint was filed
2. A summary of the allegation(s)
3. The status of the investigation, lawsuit, or complaint
4. Actions taken by the recipient or in response to the investigation, lawsuit, or complaint.

The Review team recommended that METRO track its Title VI complaints in a log format for future reporting purposes.

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5. Notice to Beneficiaries of Protection Under Title VI

Requirement: *FTA recipients shall provide information to the public regarding their Title VI obligations and apprise members of the public of the protections against discrimination afforded to them by Title VI. Recipients shall disseminate this information to the public through measures that can include but shall not be limited to a posting on its Web site.*

Findings: During this Title VI Compliance Review of METRO, no deficiencies were found regarding METRO's compliance with FTA requirements for Notice to Beneficiaries of Protection under Title VI. METRO's Title VI Notice contained all of the elements required by FTA Circular 4702.1A, IV, 5.a, as illustrated in the following table:

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Elements Required in Title VI Notice to Beneficiaries (Per FTA Circular 4702.1A Chapter IV Section 5.a)	Included in METRO's Notice?
A statement that the agency operates programs without regard to race, color, and national origin	Yes
A description of the procedures that members of the public should follow in order to request additional information on the recipient's nondiscrimination obligations	Yes
A description of the procedures that members of the public should follow in order to file a discrimination complaint against the recipient.	Yes

METRO disseminated its Notice on its website, at transit centers, on its buses, and in its *Bus Riders Guide*. METRO posted its entire *Title VI Program Regulation & Complaint Procedure* on its website. This was a 13-page document that included METRO's Title VI complaint procedures. METRO's actual Title VI Notice was included as Attachment A on page 12 of this document. It was recommended that METRO only post its actual Title VI Notice on its website and provide a link to its *Title VI Program Regulation & Complaint Procedure*.

6. Annual Title VI Certification and Assurance

Requirement: *FTA recipients shall submit its annual Title VI certification and assurance as part of its Annual Certifications and Assurances submission to FTA (in the FTA web based Transportation Electronic Award Management (TEAM) grants management system.*

Findings: During this Title VI Compliance Review of METRO, no deficiencies were found regarding METRO's compliance with FTA requirements for Annual Title VI Certification and Assurance. The FTA Civil Rights Assurance is incorporated in the Annual Certifications and Assurances submitted annually to FTA through the Transportation Electronic Award and Management (TEAM) system. METRO executed its FY 2011 Annual Certifications and Assurances in

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TEAM on December 1, 2010. METRO checked as applicable, *01. Certifications and Assurances required of all applicants*. This is the category where the nondiscrimination assurance is located.

7. Environmental Justice Analysis of Construction Projects

Guidance: *FTA recipients should integrate an environmental justice analysis into its National Environmental Policy Act (NEPA) documentation of construction projects. (Recipients are not required to conduct environmental justice analyses of projects where NEPA documentation is not required.). In preparing documentation for a categorical exclusion (CE), recipients can meet this requirement by completing and submitting FTA's standard CE checklist, which includes a section on community disruption and environmental justice.*

Findings: During this Title VI Compliance Review of METRO, an advisory comment was issued regarding METRO's compliance with FTA guidance for Environmental Justice (EJ) Analyses of Construction Projects. METRO did not have any construction projects in the past three years. For METRO's most recent construction project, *MetroBase Project* (2002), FTA approved a Categorical Exclusion (CE), however, METRO was unaware of the need to, and did not, complete a FTA CE Checklist. While the *MetroBase Project* qualified for a CE by FTA, METRO decided, in response to community feedback, to conduct an Environmental Impact Report (EIR) titled, *Environmental Impact Report for the MetroBase Project SCH #2001042003*, dated February 7, 2003. This EIR did not contain a discussion of the project's impacts on minority and low-income communities, as required by FTA Circular 4702.1A, IV, 8. These requirements are as follows:

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Elements Required in Environmental Justice Analysis of Construction Projects (Per FTA Circular 4702.1A Chapter IV, 8a-f)	
a.	A description of the low-income and minority population within the study area affected by the project, and a discussion of the method used to identify this population
b.	A discussion of all adverse effects of the project both during and after construction that would affect the identified minority and low-income population.
c.	A discussion of all positive effects that would affect the identified minority and low-income population, such as an improvement in transit service, mobility, or accessibility.
d.	A description of all mitigation and environmental enhancement actions incorporated into the project to address the adverse effects, including, but not limited to, any special features of the relocation program that go beyond the requirements of the Uniform Relocation Act and address adverse community effects such as separation or cohesion issues; and the replacement of the community resources destroyed by the project.
e.	A discussion of the remaining effects, if any, and why further mitigation is not proposed.
f.	For projects that traverse predominantly minority and low-income and predominantly non-minority and non-low-income areas, a comparison of mitigation and environmental enhancement actions that affect predominantly low-income and minority areas with mitigation implemented in predominantly non-minority or non-low-income areas.

For all future construction projects, METRO was advised to complete a CE checklist or include all elements listed in the table above in its Environmental Assessments and/or Environmental Impact Statements/Reports, as required by the Circular.

8. Submit Title VI Program

Requirement: *FTA recipients that are State Departments of Transportation or Other Administating Agency are required to document their compliance with the general reporting requirements by submitting a Title VI Program to FTA’s Regional Civil Rights Officer once every three years.*

Findings: During this Title VI Compliance Review of METRO, an advisory comment was issued regarding METRO’s compliance with FTA requirements to

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Submit Title VI Program. Prior to the site visit, METRO’s most recent *Title VI Compliance Update 2010* included three of the five elements required by FTA Circular 4702.1A, IV, 7, as described in the following table:

ELEMENTS REQUIRED FOR TITLE VI PROGRAM	
GENERAL REQUIREMENTS (Per FTA C. 4702.1A, IV, 7. a. (1) – (5))	In METRO’s Title VI Program Submittal?
<ul style="list-style-type: none"> • A summary of public outreach and involvement activities undertaken since the last submission and a description of steps taken to ensure that minority and low-income people had meaningful access to these activities. 	No
<ul style="list-style-type: none"> • A copy of the agency’s plan for providing language assistance for persons with limited English proficiency that was based on the DOT LEP Guidance or a copy of the agency’s alternative framework for providing language assistance. 	No
<ul style="list-style-type: none"> • A copy of the agency procedures for tracking and investigating Title VI complaints. 	Yes
<ul style="list-style-type: none"> • A list of any Title VI investigations, complaints, or lawsuits filed with the agency since the time of the last submission. This list should include only those investigations, complaints, or lawsuits that pertain to the agency submitting the report, not necessarily the larger agency or department of which the entity is a part. 	Yes
<ul style="list-style-type: none"> • A copy of the agency’s notice to the public that it complies with Title VI and instructions to the public on how to file a discrimination complaint. 	Yes

METRO did have a section in its *Title VI Compliance Update 2010* for LEP, which consisted of an acknowledgement of what is required in a four-factor analysis, but did not include its completed four-factor analysis or LAP.

METRO’s *Title VI Compliance Update 2010* did not include a summary of public outreach and involvement activities; however, prior to the site visit, METRO provided documentation confirming outreach to minority and low-income communities per FTA Circular 4702.1A, IV, 9. In addition, METRO’s *Title VI Compliance Update 2010* included information required in the previous FTA Circular, 4702.1 that is no longer required in the current Circular, 4702.1A.

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METRO was advised to develop its next Title VI Submittal per FTA Circular 4702.1A, which includes providing documentation confirming outreach to minority and low-income communities.

In its response to the Draft report in a letter dated December 21, 2011, METRO indicated that it is compiling a summary of all public outreach efforts since its February 2010 Title VI Program Submittal. Once this summary is completed METRO will submit it to the FTA Region IX Civil Rights Officer as an update to its February 2010 Title VI Program Submittal.

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TECHNICAL ASSISTANCE

9. Evaluation of Service and Fare Changes

Requirement: *FTA recipients shall evaluate significant system-wide service and fare changes and proposed improvements at the planning and programming stages to determine whether those changes have a discriminatory impact. For service changes, this requirement applies to “major service changes” only. Recipients should have established guidelines or thresholds for what it considers a “major” change.*

With respect to the program-specific reporting requirements in FTA Circular 4702.1A, METRO is not considered a large-urban operator based on the aggregate population of the four incorporated urbanized areas in METRO’s service area. As such, METRO is not required to report to the FTA its activities related to Evaluations of Service and Fare Changes. Nevertheless, per FTA Circular 4702.1A, METRO is required to ensure that its programs, services, and decisions are made without regard to race, color, or national origin, and that decisions impacting its services do not have a disparate impact on minorities and low-income persons. Consistent with this requirement is the need for METRO to consider the impact changes to its service and fares have on minorities and low-income persons to ensure that these protected groups are not impacted disproportionately by its decisions.

During the site visit, it was confirmed that METRO sufficiently analyzed the impact of service and fare changes on its riders and attempted to mitigate all adverse effects. With respect to service changes, METRO produced maps of the routes proposed for a change, and produced a summary of impacts and related mitigation efforts when evaluating service changes. METRO also produced separate demographic maps of its service area that identified minority and low-

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income populations. For future service change evaluations, it was recommended that METRO create a map that identifies its proposed route changes and also shows where its minority and low-income populations are to visually determine if the proposed change has a disparate impact on minorities and low-income persons. It is also recommended that for its summary of impacts and related mitigation efforts, METRO should specifically include an analysis of the impacts on minorities and low-income persons.

With respect to fare changes, it was recommended that METRO develop a procedure for considering the impacts of fare changes on minority and low-income populations. In a 2003 study conducted by the University of California, Santa Cruz (UCSC) titled, *Technical Memorandum #2: UCSC Comprehensive Transit Study Survey Results and Transit Results Draft Report*, it was pointed out that discounts associated with monthly, pre-paid passes had an unintended disparate impact on low-income persons who were more likely to pay on a per trip basis. As a result, METRO indicated that it changed its fare policy to include a comparable discount on per trip fares to mitigate the disparity.

In the future, it is recommended that METRO reference the following requirements in FTA Circular 4702.1A, V, 4 when developing procedures for conducting equity evaluations for fare changes during the planning phase:

ELEMENTS REQUIRED FOR EVALUATION OF SERVICE AND FARE CHANGES (PER FTA C. 4702.1A, V, 4.)

1. ASSESS THE EFFECTS OF THE PROPOSED FARE OR SERVICE CHANGE ON MINORITY AND LOW-INCOME POPULATIONS.
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<i>Route changes</i> – Produce maps of service changes overlaid on a demographic map of the service area
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ELEMENTS REQUIRED FOR EVALUATION OF SERVICE AND FARE CHANGES (PER FTA C. 4702.1A, V, 4.)	
	<i>Span of service – Analyze available data from surveys that indicate whether minority and low-income riders are more likely to be impacted</i>
	<i>Fare changes – Analyze available data from surveys that indicate whether minority and low-income riders are more likely to be impacted</i>
2.	ASSESS THE ALTERNATIVES AVAILABLE FOR PEOPLE AFFECTED BY THE FARE INCREASE OF MAJOR SERVICE CHANGE.
	<i>Service changes – Analyze what, if any, modes of transit are available for people affected by the service expansion or reduction. Analysis should compare travel time and costs to the rider of the alternatives.</i>
	<i>Fare changes – Analyze what, if any, alternative transit modes, fare payment types or fare payment media are available for people affected by the fare change. Analysis should compare fares paid under the change with fares that would be paid through available alternatives.</i>
3.	DESCRIBE ACTIONS THE AGENCY PROPOSES TO MINIMIZE, MITIGATE, OR OFFSET ANY ADVERSE EFFECTS OF CHANGES ON MINORITY AND LOW-INCOME POPULATIONS.
4.	DETERMINE ANY DISPROPORTIONATELY HIGH AND ADVERSE EFFECTS ON MINORITY AND LOW-INCOME RIDERS. IF ANY, DESCRIBE THAT ALTERNATIVES WOULD HAVE MORE SEVERE ADVERSE EFFECTS THAN THE PREFERRED ALTERNATIVE

During the site visit, METRO acknowledged the need to specifically consider impacts on minorities and low-income persons when considering and implementing service and fare changes.

10. Monitoring Transit Service

Requirement: *FTA recipients shall monitor the transit service provided throughout its service area. Periodic service monitoring activities shall be undertaken to compare the level and quality of service provided to predominantly minority areas with service provided in other areas to ensure that the end result of policies and decision-making is equitable service. Monitoring shall be conducted at minimum once every three years. If recipient monitoring determines that prior decisions have resulted in disparate impacts, it shall take corrective action to remedy the disparities.*

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With respect to the program-specific reporting requirements in FTA Circular 4702.1A, METRO is not considered a large-urban operator based on the aggregate population of the four incorporated urbanized areas in METRO's service area. As such, METRO is not required to report to the FTA its activities related to Monitoring Transit Service. Nevertheless, per FTA Circular 4702.1A, METRO is required to ensure that its programs and services are delivered without regard to race, color, or national origin, and that decisions impacting its services do not have a disparate impact on minorities and low-income persons.

In its *Title VI Civil Rights Compliance Report*, dated December 14, 1999, METRO satisfactorily conducted a Level of Service Title VI monitoring effort. While METRO has not performed this level of Title VI monitoring since (as it has not been required to due to the fact that it is not considered a large-urban operator), it has in its general system performance monitoring efforts, included an analysis of its services provided to communities throughout its service area that are considered minority and/or low-income. METRO indicated that it will begin conducting monitoring as it did in 1999 and per FTA Circular 4702.1A, V, 5 every three years starting with its next Title VI Program Submittal, specifically monitoring the impacts of its service on minorities and low-income persons. The Review team discussed the following Circular requirements with METRO as guidance for conducting Title VI monitoring going forward:

Elements Required for Monitoring – Option A: Level of Service Methodology (Per FTA C. 4702.1A, V, 5. a.)
1. Select a sample of bus routes and fixed guideway routes that provide service to a demographic cross-section of the recipient's population. A portion of the routes in the sample should be those routes that provide service to a predominantly minority and low-income areas.
2. Assess the performance of each route in the sample for each of the recipient's service standards and policies.

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3. Compare the transit service observed in the assessment to the established service policies and standards.
4. In cases in which observed service does not meet the stated service policy or standard, recipients should determine why the discrepancy exists and take corrective action to correct the discrepancy.
Elements Required for Monitoring – Option B: Quality of Service Methodology (Per FTA C. 4702.1A, V, 5. b.)
1. Identify an appropriate number of Census tracts or traffic analysis zones that represent a cross-section of the recipient’s population. A portion of this sample should include Census tracts or traffic analysis zones where minority and/or low-income residents predominate. Recipients should keep in mind that the greater the sample size, the more reliable the results.
2. Identify the most frequently traveled destinations for riders using the recipient’s service.
3. For each of the three most frequently traveled destinations, compare the average peak hour travel time to destination, average non-peak hour travel time to destination, number of transfers required to reach the destination, total cost of trip to the destination, and cost per mile of trip to the destination for people beginning the trip in the selected Census tracts or traffic analysis zones.
4. If disparities exist in any of these factors along the trips to any of the destinations analyzed, recipients should determine whether the differences are significant. FTA recommends that recipients employ standard statistical tests for significance to make this determination.
5. If significant disparities in one or more quality of service indicators have been confirmed, recipients should determine why the disparity exists and take corrective action to correct the disparity.
Elements Required for Monitoring – Option C: Title VI Analysis of Customer Surveys (Per FTA C. 4702.1A, V, 5. c.)
1. For their most recent passenger survey, compare the responses from individuals who identified themselves as members of minority groups and/or in low-income brackets, and the responses of those who identified themselves as white and/or in middle and upper-income brackets.
2. To the extent that survey data is available, recipients should determine whether the different demographic groups report significant differences in the travel time, number of transfers, and overall cost of the trip or if different demographic groups gave significantly different responses when asked to rate the quality of service, such as their satisfaction with the system, willingness to recommend transit to others, and value for fare paid.
3. If the agency concludes that different demographic groups gave significantly different responses, it should take corrective action to address the disparities.
Elements Required for Monitoring – Option D: Locally Developed Alternative (Per FTA C. 4702.1A, V, 5. d.)

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Recipients have the option of modifying the above options or developing their own procedures to monitor their transit service to ensure compliance with Title VI. Any locally developed alternative should be designed to ensure that the agency's service meets the expectations of 49 CFR part 21 as illustrated by the example in Appendix C of the same, which provides that "no person or group of persons shall be discriminated against with regard to the routing, scheduling, or quality of service of transportation service furnished as a part of the project on the basis of race, color, or national origin. Frequency of service, age and quality of vehicles assigned to routes, quality of stations serving different routes, and location of routes may not be determined on the basis of race, color, or national origin."

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VII. SUMMARY OF FINDINGS AND CORRECTIVE ACTIONS

Title VI Requirements For Small Urbanized Areas	Findings	Description of Deficiencies/ Comments	Corrective Action(s), if Required	Response Days/Date	Date Closed
GENERAL REPORTING REQUIREMENTS – FTA C. 4702.1A. IV, 1-9					
1. Inclusive Public Participation	ND				
2. Language Access to LEP Persons	D	No four-factor analysis or Language Assistance Plan (LAP).	METRO must submit to the FTA Equal Opportunity Specialist in FTA’s Headquarters Office of Civil Rights documentation that it has completed a LEP four-factor assessment and developed a Language Assistance Plan, as required by FTA Circular 4702.1A.	120 Days	
3. Title VI Complaint Procedures	ND				
4. Record of Title VI Investigations, Complaints, and Lawsuits	ND				
5. Notice to Beneficiaries of Protection Under Title VI	ND				
6. Annual Title VI Certification and Assurance	ND				
7. Environmental Justice Analysis of Construction Projects	AC	For all future construction projects requiring a Categorical Exclusion (CE), METRO was advised to complete a FTA CE Checklist per FTA Circular 4702.1A, IV, 8. For all future construction projects			

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Title VI Requirements For Small Urbanized Areas	Findings	Description of Deficiencies/ Comments	Corrective Action(s), if Required	Response Days/Date	Date Closed
		requiring an Environmental Assessment (EA), or Environmental Impact Statement/Report (EIS/EIR), METRO was advised to include all six elements required by FTA Circular 4702.1A, IV, 8.			
8. Submit Title VI Program	AC	<p>METRO was advised to develop its next Title VI Program Submittal per FTA Circular 4702.1A, IV, 7, which includes providing documentation confirming outreach to minority and low-income communities.</p> <p>Items required by the old FTA Circular 4702.1 that are not required by the current FTA Circular 4702.1A should be omitted in future METRO Title VI Program submittals.</p>	METRO was advised to create a summary of its public outreach and involvement activities to minority and low-income communities that occurred since its February 2010 Title VI Program Submittal and submit its summary to the FTA Region IX Civil Rights Officer as an update to its February 2010 Title VI Program Submittal.		

Findings at the time of the site visit: ND = No Deficiencies; D = Deficiency; NA = Not Applicable; NR = Not Reviewed; AC = Advisory Comment

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VIII. ATTENDEES

NAME	ORGANIZATION/TITLE	PHONE NUMBER
GRANTEE – Santa Cruz Metropolitan Transit District (METRO)		
Leslie R. White	General Manager	831-426-6080 x1101
Angela Aitken	Financial Manager and Acting Assistant General Manager	831-426-6080 x1301
Peg Gallagher	District Counsel	831-426-6080 x1601
Rickie-Ann Kegley	Paralegal	831-426-6080 x1604
Ciro F. Aguirre	Manager of Operation	831-425-8951
Mary Ferrick	Base Superintendent	831-425-8951
April Warnock	Paratransit Superintendent	831-426-6080 x5101
David Moreau	Assistant Paratransit Superintendent	831-588-7803
Erick R. Friedrich	Junior Transportation Planner	831-426-6080 x1312
Claire Fliesler	Planning Intern	831-426-6080 x1313
Frank Cheng	Project Manager/IT Manager	831-426-6080 x1106
Tove Beatty	Grants/Legislative Analyst	831-426-6080 x1307
Thomas Hiltner	Grants/Legislative Analyst	831-426-6080 x1314
Robert Cotter	Maintenance Manager	831-426-6080 x1201
Robyn D. Slater	Human Resources Manager	831-423-5582
Patricia Aviles	Assistant Human Resources Manager	831-423-5582
Rachel Lopez	Contracted Purchasing Agent	831-426-6080 x1310
Lloyd Longnecker	Retired Purchasing Agent	831-426-6080 x1309
REVIEW TEAM – The DMP Group, LLC		
Donald Lucas	Lead Reviewer	202-726-2630
Gregory Campbell	Reviewer	202-726-2630

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

STAFF REPORT

DATE: January 27, 2012

TO: Board of Directors

FROM: Margaret Gallagher, District Counsel

SUBJECT: CONSIDERATION OF IMPELEMENTATION OF A “POETRY IN MOTION” PROGRAM AND ITS COMPATIBILITY WITH METRO’S ADVERTISING POLICY

I. RECOMMENDED ACTION

Consideration of Implementation of a “*Poetry in Motion*” Program and its Compatibility with METRO’s Advertising Policy

II. SUMMARY OF ISSUES

- On January 4, 2011, METRO staff received a request from Peggy and Gary Young to implement a *Poetry in Motion* Program on METRO’s Buses in order to promote poetry throughout the County of Santa Cruz. Gary Young was named the first Poet Laureate of Santa Cruz County by the Cultural Council of Santa Cruz County. The job of the Poet Laureate is to advance and enliven the art of poetry in Santa Cruz County.
- On January 28, 2011, METRO’s Board of Directors reviewed the matter and asked Staff to perform additional research and provide a legal analysis regarding METRO’s ability to participate in this program. The Board asked that further discussions be held at a subsequent Board Meeting.
- On May 13, 2011, the METRO board of Directors considered whether to implement a *Poetry in Motion* Program. The matter was discussed in detail. Peggy and Gary Young were present and participated in the discussion indicating that their intention was to implement the program on a local level and not have any costs be assessed against METRO.
- At the May 13, 2011 Board Meeting, a motion was made to direct District Counsel to draft a policy to allow Poet Laureate of Santa Cruz County to advertise on METRO buses. The Motion failed with Directors Alejo, Hinkle, Leopold, Robinson and Pirie voting yes, Directors Bryant, Bustichi, Dodge, Graves and Hagen voting no and Director Stone being absent.

III. DISCUSSION

At this time, Director Leopold has asked that this matter be considered again by the Board of Directors. Attached is the May 13, 2011 staff report for your information.

IV. FINANCIAL CONSIDERATIONS

By reaffirming METRO's Advertising Policy, the Board consents to limit its advertising space to commercial advertising. At this time there are no financial considerations.

V. ATTACHMENTS

Attachment A: METRO Staff Report dated May 13, 2011

ATTACHMENT A
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

STAFF REPORT

DATE: May 13, 2011
TO: Board of Directors
FROM: Margaret Gallagher, District Counsel
SUBJECT: CONSIDERATION OF IMPLEMENTATION OF THE “*POETRY IN MOTION*” PROGRAM AND ITS COMPATIBILITY WITH METRO’S ADVERTISING POLICY

I. RECOMMENDED ACTION

DO NOT IMPLEMENT THE *POETRY IN MOTION* PROGRAM AS IT IS NOT COMPATIBLE WITH METRO’S ADVERTISING PROGRAM

II. SUMMARY OF ISSUES

- On January 4, 2011, METRO received a request from Peggy and Gary Young to implement the *Poetry in Motion* Program on METRO’s Buses in order to promote poetry throughout the County of Santa Cruz. Gary Young was named the first Poet Laureate of Santa Cruz County by the Cultural Council of Santa Cruz County. The job of the Poet Laureate is to advance and enliven the art of poetry in Santa Cruz County.
- On January 28, 2011, METRO’s Board of Directors reviewed the matter and asked Staff to perform additional research and provide a legal analysis regarding METRO’s ability to participate in this program. The Board asked that further discussions be held at a subsequent Board Meeting. Due to budgetary issues that took precedence, the matter was continued to the May 13, 2011 meeting.
- In addition to the contents of this staff report, METRO Staff is providing the following information for review and consideration:
 - Attachment A: *Poetry in Motion* Posters;
 - Attachment B: *Poetry in Motion* Letter Agreement; and
 - Attachment C: METRO’s Advertising Policy and Regulations AR-1006

III. DISCUSSION

The *Poetry in Motion* Program was launched in 1992 by the Poetry Society of America (PSA). The PSA is the nation’s oldest poetry organization founded in 1910 for the purpose of the advancement, enjoyment and understanding of poetry. In 1992, PSA partnered with the

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Board Meeting of May 13, 2011
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Metropolitan Transportation Authority (MTA) New York Transit in implementing the first Poetry in Motion Program. It was inspired by a similar program on the London Underground. The Poetry in Motion Program places poetry in transit systems' vehicles (buses and trains) throughout the country, helping to create a national readership for both emerging and established poets. PSA boasts that in the past 15 years, the Program has appeared in over twenty cities, including Amherst, Atlanta, Austin, Baltimore, Boston, Boise, Chicago, Dallas, Fresno, Fort Collins, Hartford, Houston, Jacksonville, Little rock, Los Angeles, Milwaukee, New Orleans, New York, Philadelphia, Portland, Salt Lake City, the Twin Cities and Washington D.C. The Program reaches over 15 million people daily. According to the PSA's website, the Poetry in Motion Program is "one of the most popular public literary programs in American history". (See Attachment A which includes various Poetry in Motion Posters that have been used on transit vehicles in this Program.)

In order to participate in the Program, METRO would be required to execute the Poetry in Motion Letter Agreement which is set forth as Attachment B. There are three parties to this 12-month Agreement who consist of PSA, METRO and a Designer (Sponsor). This Agreement makes clear that PSA, METRO and the Designer would jointly administer the Program with PSA acting as the overseer. Additionally, PSA is vested with final approval over the selection of poems and final approval over the design and content of the poem placards used in the Program. PSA is required to secure all third-party permissions needed for use of the selected poems for the Program and agrees to indemnify and hold METRO harmless if liability, loss or damages result in connection with any third-party claim of infringement arising out of the use of the poems. Under the terms of the Agreement, METRO would review the poems and satisfy itself that no poem or design or content of the poem placards, makes any direct or indirect reference to "tobacco, alcohol, firearms, violence, wagering, gambling or politics". Pursuant to this term of the agreement religious or spiritual references would not be restricted.

A PSA representative explained that the selection of poetry is based on poetry that is "uplifting" although there is no contractual guarantee of this. Additionally, a complete poem or excerpt by an established poet must be short enough to be readable on one of the bus cards. The transit agency is then responsible for the printing costs and for placing the placards on the spaces on the buses. Some transit agencies have been able to secure sponsorships that fund the printing costs. For example, Barnes & Noble Booksellers underwrites the printing costs for the MTA New York Transit Program and Richland College assists Dallas Area Rapid Transit with its Program.

The PSA Representative advised that if METRO was a participant in the Program, that the PSA would provide METRO staff with approximately 50 poems for review. METRO staff would then select 4-5 poems to be used in the first cycle of the program. The PSA would secure the rights to publish each of the poems and assist with proofing of the bus cards/posters with the publishers/authors. Generally, the Program does not accept unsolicited poetry. However, some transit agencies have contests that allow poets to submit poetry. The winners' poems are then published through the Program.

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Page 3

Peggy and Gary Young are recommending that only the interior spaces on the bus be used for the Program and they have suggested that they would obtain sponsors who would fund the program and use volunteers (if authorized) to place the Poetry in Motion placards inside the buses. The Youngs also support publishing local poets' works.

In order to determine whether the Poetry in Motion Program is a viable option for METRO, it is necessary to review METRO's current Advertising Policy (Attachment C) which only allows for the display of commercial advertisements in and upon the buses solely for a revenue-generating purposes. The Advertising Policy makes clear that its purpose is to raise revenues and is not intended to provide a general public forum for purposes of communication. The Poetry in Motion Program would conflict with these stated intentions. METRO's Advertising Policy specifically excludes noncommercial speech from advertising inside or upon the buses and on its website (Section 1.03). The Poetry in Motion Posters would not come within the definition of "commercial advertisements" which is the only type of advertisements allowed and is defined in Section 3.01 of the Policy as follows:

- 3.01 Commercial Advertising:
- a. Advertising the sole purpose for which is to sell or rent real estate or personal property for profit, or to sell services for profit.
 - b. Shall not include any advertising that both offers to sell property or services and also conveys information about matters of general public interest, political issues, religious, moral or environmental matters or issues, or other public matters or issues, or expresses or advocates opinions or positions upon any of the foregoing.
 - c. Does not convey whether expressly or implied, intentionally or unintentionally, by inference or innuendo, the religious, social, political, legal or moral view of any person or entity as such views are generally understood in Santa Cruz County community.

Certainly, the METRO Board of Directors could direct Staff to amend the policy to include the Poetry in Motion Program. This action, however, could result in the interior bus spaces (if limited to the inside advertising spaces) to be considered a "designated public forum". If a Court determined that a designated public forum had been created, at a minimum, the interior spaces may be required to be open to all types of poetry not just poetry that is "uplifting". Additionally, a Court may determine that other commentary and noncommercial advertisements should also be allowed. In determining whether the First Amendment would require opening the spaces to "all comers" if the METRO adopted the Poetry in Motion Program, the Courts would utilize a "forum" analysis.

The United States Supreme court has adopted a forum analysis as a means of determining when the Government's interest in limiting the use of its property to its intended purpose outweighs the interest of those wishing to use the property for other purposes (Children of the Rosary v. City of Phoenix, 154 F. 3d 972, 976 (9th cir. 1998)). An example of this is when a transit agency, such as METRO, wishes to reserve its advertising spaces for commercial content, rather than allowing

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all types of content. If METRO were sued by an individual who wished to display a political advertisement, the Court would utilize the forum analysis. Forum analysis divides government property into three categories: public forum, designated public forum and nonpublic forum.

The most open forum is the “traditional” public forum, where restrictions on speech are almost always invalidated (Denver Area Educ. Telecomm. Consortium v. FCC, 518 U.S. 727, 741-42 (1996)). Transit agencies rarely own or oversee property that would be classified as a traditional public forum. Properties viewed by the courts as traditional public forums are locales customarily used for public expression (i.e. public streets, public parks, meeting halls, public sidewalks, and similar public thoroughfares) (Lehman v. City of Shaker Heights, 418 U.S. 298, 303 (1974)). Traditional public forums are those which “have immemorially been held in trust for the use of the public and, time out of mind, have been used for purposes of assembly, communicating thoughts between citizens, and discussing public questions” (Perry Educ. Ass’n v. Perry Local Educators’ Ass’n 460 U.S. 37, 45-46 (1983)). The Court in Lehman v. City of Shaker Heights, 418 U.S. 298 (1974) determined that advertising space in a transit facility does not constitute a traditional public forum. In a traditional public forum, the government can only enforce a content-based regulation if it survives strict scrutiny—that is, if the regulation is “necessary to serve a compelling state interest and...it is narrowly drawn to achieve that end” (Perry Educ. Ass’n v. Perry Local Educators’ Ass’n 460 U.S. 37, (1983)).

Property classified as either nonpublic forums or designated public forums are the two forums most used by transit agencies for their advertising

Nonpublic forums are places not traditionally used to display speech. The First Amendment does not guarantee access to property solely on the basis that it is owned or controlled by the government. In making this preliminary determination, courts will not classify a space as a “public forum” where there is clear evidence of a contrary intent. Nor will courts infer that the government intended to create a public forum when the nature of the property is inconsistent with allowing free speech. Places such as jails, public hospitals and military bases have been held to constitute nonpublic forums (Greer v. Spock, 424 U.S. 828, 828 (1976); Adderley v. Florida, 385 U.S. 39, 39 (1966)). The Supreme Court has held that, like a private owner of property, a government may reserve a forum for its intended purposes, communicative or otherwise, “as long as the regulation on speech is reasonable and not an effort to suppress expression merely because public officials oppose the speaker’s view” (Perry Educ. Ass’n v. Perry Local Educators’ Ass’n 460 U.S. 37, (1983)). The Courts have recognized numerous legitimate governmental interests including 1.) raising revenue, 2.) promoting an appearance of neutrality, 3.) public safety, 4.) avoiding offense to patrons of the facility and 5.) avoiding the use of the facility to promote illegal activity. Courts have found that a regulation of a particular nonpublic forum may be reasonable if it is supported by “common sense” (United States v. Kokinda, 497 U.S. 720, 734-35 (1990)).

A designated public forum is a nontraditional forum that the government has opened for free speech by part or all of the public. The United States Supreme Court has repeatedly held that the creation of a designated public forum requires the necessary intent to launch a nontraditional

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forum for public discourse. Mere intent can transform a nonpublic forum into a designated public forum. Restrictions on speech in a designated public forum are reviewed under the same standards as would apply in a traditional public forum (*Perry Educ. Ass'n v. Perry Local Educators' Ass'n* 460 U.S. 37, (1983)). Cases involving a mass transit agency deemed to have a designated public forum will more often than not result in a ruling against the agency for unfair content restrictions. A court is more likely to rule that a transit agency has created a public forum through its advertising policies if the agency accepts political speech, dedicates space to public service announcements on issues of public importance or appears to be motivated by something other than the desire to raise revenues.

In *New York Magazine v. Metropolitan Transit Authority*, 136 F3d 123 (1998), the Ninth Circuit explained “that where a government has opened the property for speech in its proprietary capacity - for the purpose of raising revenue or facilitating the conduct of its own business- the forum created is nonpublic and subject only to the test of reasonableness. However, where the government acted for the purpose of benefitting the public, a designated public forum is created and subject to heightened scrutiny.” (136 F.3d 128-129 (2d Cir. 1998)).

A court’s classification of a transit facility as either a public forum or a nonpublic forum may be critical to the determination of whether a restriction on expressive activity within the facility will be deemed permissible. Whether a transit agency’s advertising spaces on its buses is a traditional public forum, a designated public forum or a nonpublic forum depends on the characteristics of the forum. To determine whether a transit facility has designated a public forum with respect to its advertising space, courts have examined a transit facility’s prior practice and policy, the nature of the property and its compatibility with expressive activity and have sought to determine whether the government entity has acted in a proprietary¹ or regulatory capacity.

METRO’s current Advertising Policy does not allow for public or social commentary, nor does it allow for advertising on public or political issues. It is limited to commercial advertising to generate revenue. Opening METRO’s Advertising Policy to allow for noncommercial ads that do not generate revenue but rather may actually cost the agency money, may create an appearance that public and social commentary are welcome on METRO’s bus advertising spaces.

Additionally, METRO cannot diminish its responsibility for regulating advertising spaces through its participation in the *Poetry in Motion* Program. METRO may receive requests from other poets whose poems may not be “uplifting”. These poets may want to participate in a program that offers “free publication” of their poetry. If these requests are turned down, litigation may result with the rejected poets claiming that the rejections are based on the content of his/her poetry. METRO will then have to articulate a necessary “compelling state interest” that is narrowly drawn to achieve that state interest to legally reject these poems if the Court determines that METRO has created a designated public forum.

¹ Where the government is acting as a proprietor managing its internal operations, rather than acting as lawmaker with the power to regulate or license, its action will not be subjected to the heightened review to which its actions as a lawmaker may be subject (*United States v. Kokinda*, 497 U.S. 720 (1990)).

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METRO's current Advertising Policy was created to allow for commercial advertisements in order to generate revenue. Depending on whether or not the Board of Directors chooses to participate in the Poetry on the Bus program will determine whether interior and/or exterior advertising spaces may become a designated public forum. At this time, Staff recommends that the Board of Directors decline to participate in the Poetry in Motion Program and reaffirm METRO's Advertising Policy and Regulations as written making no changes to the existing policy.

IV. FINANCIAL CONSIDERATIONS

If the Advertising Policy and Regulations remains unchanged, there would be no financial considerations. If the policy is modified to allow the Poetry in Motion Program, METRO would be responsible to fund the program if sponsors could not be found.

V. ATTACHMENTS

Attachment A: Poetry in Motion Posters

Attachment B: Poetry in Motion Letter Agreement

Attachment C: METRO's Advertising Policy and Regulations AR-1006



"Out Beyond Ideas

of Wrongdoing and Rightdoing"

Jehiludin Rumi
(1207-1273)

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from *The Essential Rumi*, published by HarperCollins, Copyright © 1995,
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Out beyond ideas of wrongdoing and rightdoing,
There is a field. I'll meet you there.
When the soul lies down in that grass,

The world is too full to talk about.
Ideas, language, even the phrase *each other*
Doesn't make any sense.

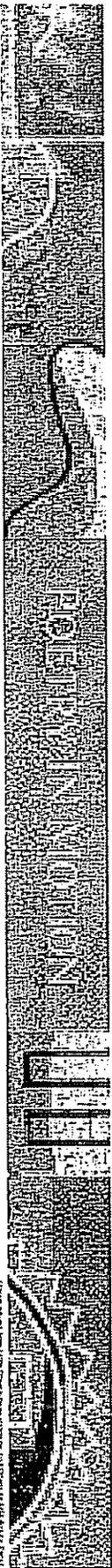
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 New York City Transit *Going your way*



Old Men

Ogden Nash
(1902-1971)

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People expect old men to die,

They do not really mourn old men.

Old men are different. People look

At them with eyes that wonder when . . .

People watch with unshocked eyes;

But the old men know when an old man dies.

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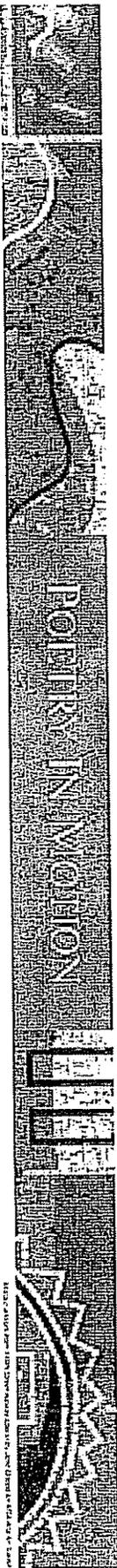
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AUGUST 2002



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 **New York City Transit** Going your way



from
Proverbs and Songs

Antonio Machado (1875-1939)

Translated by Willis Barnstone

"Proverbs and Songs (1917)" by Antonio Machado from *Booker of a Dream: Selected Poems*.

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A man has four things
that don't work on the sea:
anchor, rudder and oars,
and fear of drowning.

Cuatro cosas tiene el hombre
que no sirven en la mar:
ancla, gobernalle y remos,
y miedo de naufragar.

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 New York City Transit *Going your way*



Chorus

Janet Ward

Winner,
Poetry Society of America
Poetry in Motion
10th Anniversary Contest
Adult Category
Selected by Nikki Giovanni

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there are some, unafraid to show
how life has beaten them up,
or down:
they sit on the street
head in hands
or stare, anesthetized
into dumbfounding space, crowds,
rain.

others
choose familiar artifice
and carry their defeat
like money
they don't have to spend
yet.

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Two Towers

---Colm MacNiallais
Winner, Poetry Society
of America contest,
Child Category

I used to see
From the window
the two tallest towers
I ever saw.

After that day
in September
I can't anymore.

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POETRY BY CHILDREN: A program sponsored by the New York City Board and the Poetry Society of America

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 New York City Transit *Going your way*



A Coat

William Butler Yeats
(1865-1939)

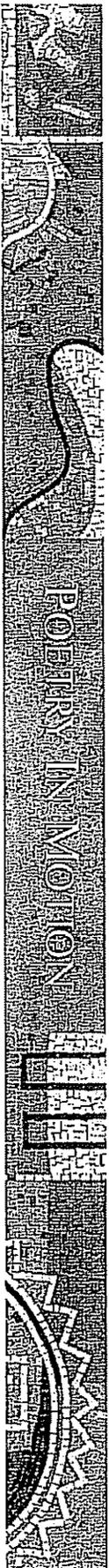
I made my song a coat	Wore it in the world's eyes
Covered with embroideries	As though they'd wrought it.
Out of old mythologies	Song, let them take it,
From heel to throat;	For there's more enterprise
But the fools caught it,	In walking naked.

MMA New York City Transit in cooperation with the POBIRY SOCIETY of AILENCH. ©
ARTIST'S PHOTOGRAPH BY A. WOODWARD. COURTESY OF THE METROPOLITAN MUSEUM OF ART, NEW YORK. PHOTOGRAPH BY THE METROPOLITAN MUSEUM OF ART.

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 New York City Transit *Going your way*



Communication

Alicia Parthoy
(b. 1955)

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I am talking to you about poetry
and you say
when do we eat.
The worst of it is
I'm hungry too.

Yo te hablo de poesía
y vos me preguntás
a qué hora comemos.
Lo peor es que
yo también tengo hambre.

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 New York City Transit Going your way



Mosaic artwork from John James Henry Station by David Greig, Ltd. 2008

from

O Tell Me the Truth About Love

W. H. Auden
(1907-1973)

From "O Tell Me the Truth About Love,"
copyright © 1978 & renewed 1978 by W.H. Auden,
from *Catapult: Poems by W.H. Auden*, listed by
permission of Random House, Inc.

When it comes, will it come without warning
Just as I'm picking my nose?
Will it knock on my door in the morning
Or tread in the bus on my toes?
Will it come like a change in the weather?
Will its greeting be courteous or rough?
Will it alter my life altogether?
O tell me the truth about love.

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 New York City Transit: Going Your Way



Mosaic artwork from 1978, Street Scene, John Grimes, 1978

“Tell All the Truth...”⁹⁹

Emily Dickinson
(1830-1886)

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Artwork: John Grimes, 1978. Street Scene, John Grimes, 1978

Tell all the Truth but tell it slant—
Success in Circuit lies
Too bright for our infirm Delight
The Truth's superb surprise

As Lightning to the Children eased
With explanation kind
The Truth must dazzle gradually
Or every man be blind—

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New York City Transit Going your way



Men Say They Know Many Things

Henry David Thoreau
(1817-1862)

Men say they know many things; And a thousand appliances;
But lo! They have taken wings,— The wind that blows
The arts and the sciences, Is all that anybody knows.

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The Poetry Society of America
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 New York City Transit. Going your way.

This shall serve as a letter of agreement between the Poetry Society of America (“PSA”), a not-for-profit corporation with its offices and principal place of business located at 15 Gramercy Park, New York, New York 10003, OTHER ORGANIZATIONS.

WHEREAS, PSA, XX and XX have agreed to administer jointly the POETRY IN MOTION[®] poetry dissemination program (the “Program”), by which placards bearing poems will be posted on the buses operated by XX in and around the city of XX, XX.

WHEREAS, PSA, XX and XX intend that this letter specify the rights and duties of the parties in connection with such program, and in connection with the POETRY IN MOTION trademark (the “Trademark”).

1. PSA, XX and XX agree to administer jointly the Program in XX the twelve-month period beginning XX and ending XX.
2. PSA shall oversee the Program and shall act as liaison among all parties involved. PSA shall have final approval over the selection of poems and final approval over the design and content of the poem placards used in the Program, although XX shall have the right to and is encouraged to give input into the process. PSA shall secure any third-party permissions needed to use the poems for the Program. PSA shall indemnify, defend, and hold harmless the XX, XX, and their respective trustees, officers and employees for any and all liability, loss, damages, penalties, costs or expenses arising out of, or in connection with any third-party claim of infringement arising out of use of the poems. Prior to executing this letter of agreement, XX was provided with the opportunity to review the poems selected for use in connection with the Program, as well as the design of the poem placards created for use in connection with the Program. Based on its review, XX is satisfied that no poem, or design or content of the poem placards, makes any direct or indirect reference to tobacco, alcohol, firearms, violence, wagering, gambling or politics.
3. XX (“Designer”), sponsor of the Program, has agreed to design 12 different placards for the Program. Designer has agrees to allow the PSA to create an electronic version of the poster to be used on the PSA website indefinitely.
4. XX has agreed to print XX copies each of XX distinct placard designs suitable for posting on XX’s buses, and to distribute copies of all XX placard designs to PSA and the Designer.
5. On or before XX ***ALL DATES TO BE UPDATED UPON FINAL APPROVAL***, XX shall send or have sent to XX at least XX copies of each of XX distinct placard designs (the “Group 1 Placards”). On or before January XX, XX shall post or have posted XX copies of each placard designs, so that on every bus in service in the XX system there is posted at least one Group 1 Placard. These placards will remain in place XX after posting.
8. Each placard shall bear the logos of PSA, XX and XX on the placard’s POETRY IN MOTION title bar.
9. PSA has registered the Trademark on the Principal Register of the United States Patent and Trademark Office. Whenever XX or XX uses the Trademark in or on any advertisement,

promotional material, other printed matter that it sells or distributes, or on any item sold or disseminated, that party shall indicate clearly the Trademark's proprietary status by affixing prominently the "®" symbol to the Trademark in the following manner:

POETRY IN MOTION[®],

and/or by affixing prominently the following legend to any such item bearing the Trademark: "POETRY IN MOTION is a registered trademark of the Poetry Society of America," or in a manner set forth at that time by PSA.

10. Except as otherwise provided herein, neither XX nor XX may use the Trademark for any purpose without the prior written consent of PSA. If XX or XX receive any inquires from third parties regarding use of the trademark, they shall use reasonable efforts to direct all such inquiries to the attention of PSA and shall use reasonable efforts to inform all such inquirers that PSA is the owner of the Trademark. XX and XX shall also use reasonable efforts to promptly notify PSA of any and all infringements, imitations, simulations and unauthorized use of the Trademark that come to XX's or XX's attention.

11. No license is granted hereunder for use of XX name, marks, logos or trademarks for any purpose other than upon or in connection with the uses described in this letter of agreement.

12. The rights, duties and obligations of any party to this letter agreement shall not be assigned, delegated or sublicensed, in whole or in part, by any party without the prior written consent of all other parties hereto.

13. XX and XX each acknowledge PSA's exclusive right, title and interest in and to the Trademark, and shall not at any time do or cause to be done any act or thing contesting or in any way impairing or tending to impair any part of said right, title and interest and shall not in any manner represent that it has any ownership in the Trademark or the applications or registrations thereof.

14. XX and XX each acknowledge that its use of the Trademark shall not create in XX's or XX's favor any right, title or interest in or to the Trademark and that all goodwill generated by the use of the Trademark by XX or XX shall inure to the benefit of PSA.

15. Except as provided in paragraph 17 below, this letter of agreement shall continue in force from the date hereof until XX; provided, however, that in the event any party materially breaches any provision of this letter of agreement, and does not cure within a reasonable time after notice thereof, the other party may terminate this letter of agreement by written notice, such termination effective as of the date of the postmark of such written notice.

16. In the event that any party hereto makes any assignment of its assets or business for the benefit of creditors, or if a trustee or receiver is appointed to administer or conduct its business or affairs, or if it commits an act of bankruptcy, this letter of agreement and the rights granted herein, to the extent they relate to such party, shall cease and shall terminate without prior notice or legal action by any party.

17. Upon termination of this letter of agreement all trademark or trademark licensing rights granted to XX and XX under this letter of agreement shall revert to PSA, and XX and XX agree

that each will cease and desist from all further uses of the Trademark or of any identifying word or mark which is similar to the Trademark without PSA's prior written consent.

18. This letter of agreement shall not be construed to place the parties in the relationship of partners or joint venturers, and no party shall have the power to obligate or bind any other party in any manner whatsoever.

19. All notices and other communications hereunder shall be in writing and hand delivered or mailed by registered or certified mail (return receipt requested) or internationally recognized overnight courier service or sent by any means of electronic message transmission with delivery confirmed (by voice or otherwise) to the parties at the following addresses (or at such other addresses for a party as shall be specified by like notice) and will be deemed given on the date on which such notice is received:

If to PSA:

If to XX:

20. No party shall be liable for any costs or damages due to its nonperformance under this letter of agreement arising out of any extraordinary cause or event not within the reasonable control of such party and without its fault or negligence. In no event shall either party be liable for any incidental or consequential damages, whether foreseeable or not, occasioned by failure to perform or breach of any obligation under this letter of agreement for any cause whatsoever. Without limiting the generality of the foregoing sentences, PSA, XX and XX will not be held liable for any damages or costs associated with the failure of any other person or organization, including but not limited to the Designers, to fulfill their obligations in connection with the Program.

21. This letter of agreement shall constitute the entire agreement between the parties with respect to the subject matter hereof and shall supersede all previous negotiations, commitments and writings with respect to such subject matter. This letter of agreement may not be modified or amended except by an agreement in writing signed by each of the parties hereto.

22. In connection with any actions brought against PSA arising out of or relating to this letter of agreement, this letter of agreement shall be governed by and enforced in accordance with New York law without regard to conflict of law rules. Each party agrees to commence any such action arising out of or relating to this letter of agreement in the state or Federal courts located in the State of New York.

Dated this __ day of the month of January, 2011.

POETRY SOCIETY OF AMERICA

Alice Quinn
Executive Director, Poetry Society of America

Date

By: _____

Attachment C
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Regulation Number: AR-1006

Computer Title: Advertising

Effective Date: September 27, 2002

Pages: 5

TITLE: ADVERTISING POLICY AND REGULATIONS

Procedure History

NEW POLICY	SUMMARY OF POLICY	APPROVED
9/27/02	To Create a policy regarding advertising on buses	S. A.
9/26/03	Policy amended to allow METRO bus advertisements	E.R.
3/24/06	Policy amended to remove restriction on advertising from competing forms of transportation	M R.
2/26/10	Policy amended to include advertising on METRO's website	

I. POLICY

I 01 Santa Cruz Metro sells space inside and upon its buses, and on its website, for the display of commercial advertising. The purpose is to raise revenues, supplementary to those from fares and from tax proceeds, to be used to finance Santa Cruz Metro's operations. The display of advertising is solely for this purpose. It is not intended to provide a general public forum for purposes of communication, but rather to make use of property held in a proprietary capacity in order to generate revenue.

I 02 In order to realize the maximum benefit from the sale of advertising space, the program must be managed in a manner that will procure as much revenue as practicable, while ensuring that the advertising does not discourage the use of Santa Cruz Metro's transit system or web pages, does not diminish Santa Cruz Metro's reputation in the community it serves or the good will of its patrons, and is consistent with Santa Cruz Metro's principal purpose of providing safe, comfortable, efficient and affordable public transportation. To attain these

objectives, Santa Cruz Metro's Board of Directors has established these regulations for the advertising displayed in and upon its buses and on its website.

- 1.03 In addition to the foregoing, noncommercial speech is excluded from advertising inside and upon the buses and on its website for the following reasons:
 - a. Santa Cruz Metro wishes to maintain a position of neutrality on political, religious, environmental, or other public matters and issues in order to promote its commercial enterprise;
 - b. If advertisement inside and upon the buses is not restricted, the buses and passengers could be subject to violence;
 - c. Preventing a reduction in income earned from selling advertising space because commercial advertisers may be dissuaded from using the forum commonly used by those wishing to communicate political or religious ideas or beliefs.

II. APPLICABILITY

- 2.01 This procedure is applicable to all District employees and all independent contractors who contract with Santa Cruz Metro, for the placement of advertisement in and upon Santa Cruz Metro's buses and on its website.

III. DEFINITIONS

- 3.01 Commercial advertising:
 - a. Advertising the sole purpose for which is to sell or rent real estate or personal property for profit, or to sell services for profit.
 - b. Shall not include any advertising that both offers to sell property or services and also conveys information about matters of general interest, political issues, religious, moral, or environmental matters or issues, or other public matters or issues, or expresses or advocates opinions or positions upon any of the foregoing.
 - c. Does not convey whether expressly or implied, intentionally or unintentionally, by inference or innuendo, the religious, social, political, legal or moral view of any person or entity as such views are generally understood in Santa Cruz County community.

- d. Does not cause the vehicles, if posted individually or in combination with other advertisements, to become a public forum for the dissemination, debate, and/or discussion of public issues.

3.02 Political Advertising:

- a. Any advertising that supports or opposes the election of any candidate or group of candidates for election to any federal, State, or local government office;
- b. Any advertising that supports or opposes any referendum conducted by the federal or State government, or by any local government, such as referenda on constitutional amendments, on bond issues, or on local legislation; or
- c. Any advertising that features any person whose prominence is based wholly or in part upon his or her past or present activity in political affairs, or that represents or implies any such person's approval or endorsement of the subject matter of the advertising.

IV. ADVERTISING STANDARDS

4.01 All advertising displayed in or upon the Santa Cruz Metro's buses or on its website shall be strictly commercial in nature and purpose

4.02 Santa Cruz Metro's transit system and its website, in order to serve the purpose for which it has been established, must of necessity accommodate all persons without distinction of age. It is therefore necessary to exclude advertising unsuitable for exposure to children or persons with immature judgment. The following kinds of advertising therefore will not be displayed in or upon Santa Cruz Metro's buses and/or on its web pages:

1. Advertising for cigars, cigarettes, pipe tobacco, chewing tobacco, and other tobacco products.
2. Advertising for alcoholic beverages, including beer, wine, and distilled spirits.
3. Advertising for products or services related to human reproduction or sexuality, including but not limited to contraceptive products or services, other products or services related to sexual hygiene, and counseling with regard to pregnancy, abortion, or other sexual matter.
4. Advertising for products, services, or entertainment directed to sexual stimulation.

- 4.03 No advertising shall be permitted that in any way denigrates Santa Cruz Metro's organization, or its operation, or its officers, agents, or employees. This prohibition includes advertising copy and illustrations that state or imply or could reasonably be expected to cause an inference, that Santa Cruz Metro's service or operations are anything but safe, efficient, affordable and convenient.
- 4.04 Santa Cruz Metro expects all advertising copy to be truthful. Advertising copy and illustrations should not be exaggerated, distorted, false, misleading or deceptive.
- 4.05 Medical products or treatments are to be treated in a restrained and inoffensive manner.
- 4.06 Testimonials are expected to be authentic, and advertisers using them will be required to indemnify Santa Cruz Metro against any action brought in connection with them. Advertising that promotes contests or giveaways is expected to comply with all applicable laws and regulations.
- 4.07 No advertising in or upon Santa Cruz Metro's buses or on its website shall include language, pictures, or other graphic representations that are unsuitable for exposure to persons of young age and immature judgment, or shall be derogatory or defamatory of any person or group because of race, color, national origin, ethnic background, religion, gender or sexual preference.
- 4.08 No advertising shall be displayed in or upon Santa Cruz Metro's buses or on its website if the display thereof would violate any federal or State law or regulation, or any law, regulation, or ordinance of any county or municipality in or through which Santa Cruz Metro buses are or may be operated.
- 4.09 No advertising that is obscene, as defined by federal or California law, shall be displayed in or upon Santa Cruz Metro's buses or on its website.
- 4.10 Proposed advertisements shall not be accepted if the use, or possession of the property proposed to be advertised, includes a product that is specifically prohibited from use or possession on Santa Cruz Metro's facilities including its buses and vehicles. These products include firearms, tobacco products, alcohol and weapons.
- 4.11 No advertising will be accepted if it advocates imminent lawlessness or violence.
- 4.12 Political advertising will not be accepted.
- 4.13 Advertising will not be accepted if it promotes or encourages unlawful activity.

- 4.14 Advertising will not be accepted if it supports or opposes an issue or cause and/or which advocates or opposes a religion or belief.
- 4.15 Notwithstanding any other provision in this policy, advertising for METRO's transit buses, paratransit services, and METRO's website shall be allowed. METRO also retains the right to communicate with its passengers and the public on transit issues, to seek input and participation from its passengers and to provide its passengers with notifications of meetings, hearings and other transit-related issues.

V. USE OF SANTA CRUZ METRO'S NAME

- 5.01 Use of Santa Cruz Metro's name, logo, slogans, or other graphic representations is subject to advance approval by Santa Cruz Metro. Santa Cruz Metro does not endorse or imply endorsement of any product or service.

VI. ADMINISTRATION OF ADVERTISING REGULATION

- 6.01 If advertising space on Santa Cruz Metro's buses or METRO's website is sold through an independent Contractor, the Contractor shall comply with the foregoing policies, and review all advertising with reference to them. They shall refer all such advertising that falls or may fall into any of the categories defined above to Santa Cruz Metro's designated representative responsible for administering the advertising program, who shall determine whether the proposed advertising will be accepted. If the proposed advertising is rejected, the party or parties proposing it may request that this decision be reconsidered. Upon such request, Santa Cruz Metro's representative shall consult with Santa Cruz Metro's District Counsel and with its General Manager or the officer designated by him/her for this purpose. The General Manager or his/her designee, on the basis of such consultation, shall determine whether the proposed advertising will be accepted or rejected
- 6.02 Santa Cruz Metro will cooperate with the party or parties proposing the advertising, and with the independent contractor (if applicable) through whom it has been proposed, in a reasonable effort to revise it in order to produce advertising that can be accepted and displayed consistently with the foregoing policies.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: January 27, 2012

TO: Board of Directors

FROM: Ciro Aguirre, Manager of Operations

SUBJECT: CONSIDER AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT AMENDMENT WITH OJO TECHNOLOGY TO INSTALL SECURITY SURVEILLANCE SYSTEMS AT REMAINING SANTA CRUZ METRO FACILITIES WITH A TOTAL NOT TO EXCEED \$700,000 AND EXTEND THE TERM OF THE CONTRACT.

I. RECOMMENDED ACTION

Authorize the General Manager to execute a contract amendment with Ojo Technology to install security surveillance systems at Santa Cruz METRO facilities with a total not to exceed \$700,000 and extend the term of the contract by two years.

II. SUMMARY OF ISSUES

- Santa Cruz METRO issued a Request for Proposals on September 20, 2010 for a comprehensive security surveillance system for all of Santa Cruz METRO facilities.
- Ojo Technology was selected as the responsible Proposer whose proposal was most advantageous to Santa Cruz METRO. However, due to funding limitations, Santa Cruz METRO contracted installation of only the Watsonville Transit Center portion of the system. The contract was fully executed on February 3, 2011.
- Santa Cruz METRO currently has a portion of, and will be receiving additional grant funds to proceed with installation of complete security surveillance systems at the remaining sites, including Pacific Station, Maintenance, Administration, Operations, ParaCruz and Soquel Park & Ride.
- Staff recommends that the Board authorize the General Manager to execute a contract amendment with Ojo Technology for a total not to exceed \$700,000 to install complete security surveillance and lighting systems at any and all Santa Cruz METRO facilities as funding becomes available.

III. DISCUSSION

Ojo Technology's response to the RFP included a comprehensive Security Surveillance Solution for the following Santa Cruz METRO locations:

1. Administration, 110 Vernon Street
2. Maintenance
3. River Street Operations
4. River Street Bus Fuel and Wash Facility
5. Watsonville Transit Center

6. ParaCruz facilities in Soquel
7. Pacific Station
8. Soquel Park & Ride

The FY08 Proposition 1B California Transit Security Grant Program (CTSGP) administered by the California Emergency Management Agency (Cal-EMA) funded the Ojo Technology contract. Santa Cruz METRO's other, more pressing needs, such as a new dispatch console and fleet mobile radio system, limited the amount of funds available for the security surveillance systems, and Santa Cruz METRO selected the Watsonville Transit Center as its highest priority security-surveillance installation that could be completed with the remaining FY08 funds.

Ojo Technology installed a security system at only the Watsonville Transit Center and completed the project within the contract budget and ahead of schedule. The Watsonville Transit Center installation exceeds expectations for system capabilities and performance.

In FY10 and again in FY11, Cal-EMA awarded additional Prop 1B CTSGP funding to Santa Cruz METRO for security surveillance installations. The applications specified all of Santa Cruz METRO facilities for installation of a comprehensive security surveillance system and lighting. Santa Cruz METRO now has grant awards with sufficient funds to install security surveillance and lighting systems at multiple Santa Cruz METRO facilities. Future grant funding awards will enable full funding for all installations.

Authorizing the General Manager to execute a contract amendment will enable Ojo Technology to install complete security surveillance and lighting systems as specified in its 10/22/10 comprehensive Security Surveillance Solution. Based on the 10/22/10 design, installations at all remaining sites would cost approximately \$700,000.

Staff recommends that the Board of Directors authorize the General Manager to execute a contract amendment with Ojo Technology to install complete security surveillance systems at all Santa Cruz METRO facilities in an amount not to exceed \$700,000 and extend the term of the contract by two years.

IV. FINANCIAL CONSIDERATIONS

The comprehensive security surveillance and lighting system will cost approximately \$700,000. Santa Cruz METRO has Prop 1B CTSGP grant funds totaling \$80,000 in the bank and anticipates receiving another \$440,505 in FY11 CTSGP funds by Spring 2012 for a total of \$520,505 for security surveillance. Santa Cruz METRO will apply for additional CTSGP funds in FY12 and beyond, as necessary, to fund the desired installations. These funds pay 100% of the project cost and require no local capital funds.

V. ATTACHMENTS

Attachment A: Contract Amendment with Ojo Technology

*Staff Report prepared by Thomas Hiltner, Grants/Legislative Analyst and Erron Alvey,
Purchasing Agent*

Date Prepared: December 9, 2011-updated January 23, 2012

ATTACHMENT A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FIRST AMENDMENT TO CONTRACT NO. 11-01 FOR SECURITY SURVEILLANCE SYSTEMS

THIS FIRST AMENDMENT TO CONTRACT NO. 11-01 for a Security Surveillance System is made effective on January 7, 2012 between the SANTA CRUZ METROPOLITAN TRANSIT DISTRICT, a political subdivision of the State of California ("Santa Cruz METRO"), and OJO TECHNOLOGY ("Contractor").

I. RECITALS

- 1.1 Santa Cruz METRO and Contractor entered into a Contract for Security Surveillance Systems at Watsonville Transit Center ("Contract") on January 7, 2011.
- 1.2 The Contract allowed for Contractor to design and specify a comprehensive security surveillance system for all of Santa Cruz METRO facilities, including but not exclusive to the Watsonville Transit Center. This amendment shall include all facilities as per the original Request for Proposals dated August 3, 2010 and Contractor's proposal with Best and Final Offer dated December 22, 2010.

Therefore, District and Contractor amend the Contract as follows:

II. TERM

- 2.1 Article 2.01B is amended to include Ojo Technology October 1, 2010 Proposal.
- 2.2 Article 4.01 is amended to include the following language:

This Contract shall continue through January 6, 2013.

III. TERMS OF PAYMENT

- 3.1 Article 5.01 is amended as follows:

Santa Cruz METRO shall compensate Contractor in an amount not to exceed the amounts/rates agreed upon by Santa Cruz METRO. Santa Cruz METRO shall reasonably determine whether work has been successfully performed for purposes of payment. Compensation shall be made within thirty (30) days of Santa Cruz METRO written approval of Contractor's written invoice for said work. Contractor understands and agrees that if he/she exceeds the \$700,000 maximum amount payable under this contract, that it does so at its own risk.

IV. REMAINING TERMS AND CONDITIONS

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

V. AUTHORITY

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

[SIGNATURES ON NEXT PAGE]

ATTACHMENT A

Signed on _____

Santa Cruz METRO
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Leslie R. White
General Manager

CONTRACTOR
OJO TECHNOLOGY

By _____
Angie Wong
President and Chief Executive Officer

Approved as to Form:

Margaret R. Gallagher
District Counsel