

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Please note that the  
May 27, 2005 Board Meeting  
will be held at the Capitola  
City Council Chambers, 420  
Capitola Ave



# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

BOARD OF DIRECTORS REGULAR MEETING AGENDA  
May 27, 2005 (Fourth Friday of Each Month)

**\*CAPITOLA CITY COUNCIL CHAMBERS\***

**420 Capitola Avenue**

Capitola, CA 95010

9:00 a.m. – 12:00 noon

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

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

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

1. ROLL CALL
2. ORAL AND WRITTEN COMMUNICATION
  - a. Jan van Boeschoten      Re: MetroBase Phase II Concerns
  - b. Piet Canin, TMA      Re: Folding Bikes Bus Pass Subsidy
3. LABOR ORGANIZATION COMMUNICATIONS
4. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

## CONSENT AGENDA

- 5-1. APPROVE REGULAR BOARD MEETING MINUTES OF APRIL 8 AND APRIL 22, 2005  
Minutes: Attached
- 5-2. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS  
Report: Attached
- 5-3. ACCEPT AND FILE APRIL 2005 RIDERSHIP REPORT  
Report: Attached  
**PAGE 1 OF THE APRIL RIDERSHIP REPORT IS INCLUDED IN THE MAY 27, 2005 BOARD PACKET**
- 5-4. CONSIDERATION OF TORT CLAIMS: None.
- 5-5. ACCEPT AND FILE THE METRO ADVISORY COMMITTEE (MAC) AGENDA FOR MAY 18, 2005 AND MINUTES OF MARCH 16, 2005  
Agenda/Minutes: Attached

- 5-6. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR MARCH 2005 AND APPROVAL OF BUDGET TRANSFERS  
Staff Report: Attached
- 5-7. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR MARCH 2005  
Staff Report: Attached
- 5-8. ACCEPT AND FILE PARACRUZ OPERATIONS STATUS REPORT FOR THE MONTH OF FEBRUARY 2005  
Staff Report: Attached
- 5-9. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE FOR THE MONTH OF MARCH 2005  
Staff Report: Attached
- 5-10. ACCEPT AND FILE METROBASE STATUS REPORT  
Staff Report: Attached
- 5-11. ACCEPT AND FILE MINUTES REFLECTING VOTING RESULTS FROM APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR THE APRIL 2005 MEETING  
Staff Report: Attached
- 5-12. **DELETED: ACTION TAKEN AT THE MAY 13, 2005 BOARD MEETING**  
(CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT WITH VEHICLE MAINTENANCE CONTRACT, INC. FOR BUS ENGINE FILTERS)
- 5-13. CONSIDERATION OF APPROVAL OF CHANGES TO THE CLASS SPECIFICATION (JOB DESCRIPTION) FOR FLEET MAINTENANCE SUPERVISOR AND FACILITIES MAINTENANCE SUPERVISOR  
Staff Report: Attached

#### REGULAR AGENDA

6. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS  
Presented by: Chair Keogh  
Staff Report: Attached  
**THIS PRESENTATION WILL TAKE PLACE AT THE MAY 27, 2005 BOARD MEETING**
7. PUBLIC HEARING ON FY 05-06 DRAFT FINAL BUDGET  
Presented By: Elisabeth Ross, Finance Manager  
Staff Report: Attached  
**THE PUBLIC HEARING WILL TAKE PLACE AT 9:00 A.M. AT THE MAY 27, 2005 BOARD MEETING**

8. CONSIDERATION OF THE RECOMMENDATION FROM THE METRO ADVISORY COMMITTEE TO SUPPORT AN APPLICATION BY THE SANTA CRUZ AREA TRANSPORTATION MANAGEMENT ASSOCIATION TO THE MONTEREY BAY UNIFIED AIR POLLUTION CONTROL DISTRICT FOR FUNDS TO INITIATE A FOLDING BIKE/BUS PASS SUBSIDY PROGRAM AND TO CLARIFY THAT FOLDING BIKES UNDER 5 FEET IN LENGTH ARE ALLOWED TO BE TRANSPORTED INSIDE OF METRO BUSES  
Presented by: Les White, General Manager  
Staff Report: Attached
9. CONSIDERATION OF AUTHORIZING A JOINT GRANT APPLICATION WITH MONTEREY-SALINAS TRANSIT TO THE AIR DISTRICT FOR AB 2766 FUNDS FOR A BUS RAPID TRANSIT FEASIBILITY STUDY  
Presented By: Mark Dorfman, Assistant General Manager  
Staff Report: **ADDITIONAL INFORMATION IS INCLUDED IN THE MAY 27, 2005 BOARD PACKET**
10. **DELETED: ACTION TAKEN AT THE MAY 13, 2005 BOARD MEETING**  
(ORAL ANNOUNCEMENT: NOTIFICATION OF MEETING LOCATION FOR MAY 27, 2005 – CAPITOLA CITY COUNCIL CHAMBERS, 420 CAPITOLA AVE, CAPITOLA)
11. **CONSIDERATION OF AUTHORIZING THE ISSUANCE OF AN INVITATION FOR BIDS FOR THE CONSTRUCTION OF PHASE I OF THE METROBASE PROJECT AND AN EXPRESSION OF INTENT TO USE SALES TAX BACKED DEBT TO SUPPORT CASH FLOW NEEDS AND TO REPLACE FUNDS LOST TO A DEFAULT OF STATE OR FEDERAL FUNDS**  
Presented By: Frank Cheng, Project Manager  
Staff Report: Attached. There will also be an oral presentation.
12. **CONSIDERATION OF STATUS OF FEDERAL REAUTHORIZATION LEGISLATION AND AUTHORIZING THE CHAIR OF THE BOARD OF DIRECTORS TO SEND A LETTER REQUESTING EXPEDITIOUS ACTION FOR THE PASSAGE OF NEW FUNDING LEGISLATION TO THE MEMBERS OF CONGRESS THAT REPRESENT SANTA CRUZ COUNTY**  
Presented By: Les White, General Manager  
Staff Report: Attached
13. **CONSIDERATION OF AUTHORIZING THE CHAIR OF THE BOARD OF DIRECTORS TO SEND A LETTER OF SUPPORT FOR SB1024 WHICH WOULD AUTHORIZE THE SUBMISSION OF A \$7.7 BILLION OBLIGATION BOND INITIATIVE TO THE VOTERS OF CALIFORNIA IN ORDER TO FUND TRANSPORTATION PROJECTS**  
Presented By: Les White, General Manager  
Staff Report: Attached

14. **CONSIDERATION OF TRANSMITTING A LETTER TO SUPPORT THE APPLICATION OF THE ASSOCIATION OF MONTEREY BAY AREA GOVERNMENTS TO THE MONTEREY BAY AREA UNIFIED AIR POLLUTION CONTROL DISTRICT FOR GRANT FUNDS TO SUPPORT A DEMONSTRATION PROJECT TO DEVELOP A TRANSIT BUS HYBRID ENGINE ASSIST**

Presented By: Les White, General Manager

Staff Report: Attached

15. **ORAL ANNOUNCEMENT: NOTIFICATION OF SCOTTS VALLEY TRANSIT CENTER REDEDICATION CEREMONY**

Presented By: Chair Keogh

Staff Report: Oral Announcement

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

17. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

**SECTION II: CLOSED SESSION**

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

a. Agency Negotiator: Mark Dorfman, Assistant General Manager

1. Employee Organization: Service Employees International Union (SEIU), Local 415

b. Agency Negotiator: Mark Dorfman, Assistant General Manager

1. Employee Organization: United Transportation Union (UTU), Local 23

**SECTION III: RECONVENE TO OPEN SESSION**

18. REPORT OF CLOSED SESSION

**ADJOURN**

**NOTICE TO PUBLIC**

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

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

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

The Santa Cruz Metropolitan Transit District does not discriminate on the basis of disability. The Capitola City Council Chambers is located in an accessible facility. Any person who requires an accommodation or an auxiliary aid or service to participate in the meeting, please contact Cindi Thomas at 831-426-6080 as soon as possible in advance of the Board of Directors meeting. Hearing impaired individuals should call 711 for assistance in contacting METRO regarding special requirements to participate in the Board meeting. A Spanish Language Interpreter will be available during "Oral Communications" and for any other agenda item for which these services are needed. This meeting will be broadcast live on Charter Communications on Channel 8 in the Capitola and Watsonville areas. It will be rebroadcast at a later date by Community Television of Santa Cruz County in areas served by Comcast Cable.

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

April 8, 2005

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, April 8, 2005 at the District's Administrative Office, 370 Encinal Street, Santa Cruz, CA.

In Vice Chair Rotkin's absence, Chair Keogh called the meeting to order at 9:03 a.m.

## SECTION 1: OPEN SESSION

### 1. ROLL CALL:

#### DIRECTORS PRESENT

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

#### DIRECTORS ABSENT

Marcela Tavantzis

#### STAFF PRESENT

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

Elisabeth Ross, Finance Manager  
Judy Souza, Base Superintendent  
Tom Stickel, Fleet Maintenance Manager  
Les White, General Manager

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

Paul Marcelin-Sampson, MAC/MRU  
Manny Martinez, PSA  
Ian McFadden, SEA

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

5-1.1

**2. ORAL AND WRITTEN COMMUNICATION**

Oral:

Chair Keogh reported that action was requested today on Items #5-13, #5-20, and #10.

Les White announced that the Special Meeting scheduled for today was cancelled.

Paul Marcelin-Sampson reported, on behalf of MAC, that he had a very productive discussion in Watsonville about Routes #74 and #79 with three MAC members, two Board members and the General Manager regarding restoring service to parts of Watsonville.

Written:

- a. SCCRTC Bicycle Committee Re: Folding Bikes on Buses

Chair Keogh reported that MAC will be reviewing the correspondence from the SCCRTC this month and the Board is awaiting MAC's response.

**3. LABOR ORGANIZATION COMMUNICATIONS**

Will Regan asked if this Item could be delayed until more Directors arrived.

**DIRECTOR REILLY ARRIVED**

Chair Keogh agreed to postpone this Item until Vice Chair Rotkin arrived.

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

None.

**CONSENT AGENDA**

**5-1. APPROVE REGULAR BOARD MEETING MINUTES OF MARCH 11 AND 25, 2005**

No questions or comments.

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

No questions or comments.

**5-3. ACCEPT AND FILE FEBRUARY AND MARCH 2005 RIDERSHIP REPORT**

Page 1 of the March Ridership Report will be included in the April 22, 2005 Board Packet.  
No questions or comments.

**5-4. CONSIDERATION OF TORT CLAIMS: DENY THE CLAIM OF LISA MUIRHEAD,  
CLAIM #05-0010**

No questions or comments.

5-1.2



5-5. ACCEPT AND FILE THE METRO ADVISORY COMMITTEE (MAC) AGENDA FOR APRIL 20, 2005 AND MINUTES OF FEBRUARY 16, 2005

No questions or comments.

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

Will be included in the April 22, 2005 Board Packet.

5-7. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR JANUARY AND FEBRUARY 2005

February Report will be included in the April 22, 2005 Board Packet.  
No questions or comments.

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

Les White said that complaints received will be included in this report beginning next month.

5-9. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE

Will be included in the April 22, 2005 Board Packet.

5-10. ACCEPT AND FILE METROBASE STATUS REPORT

Director Reilly asked about her previous request for information regarding the use of alternative concrete. Mark Dorfman replied that Staff would get information for a report to the Board.

EX-OFFICIO DIRECTOR SCOTT ARRIVED

VICE CHAIR ROTKIN ARRIVED AND PRESIDED OVER THE REMAINDER OF THE MEETING

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

No questions or comments.

5-12. CONSIDERATION OF RENEWAL OF CONTRACT WITH NATIONWIDE AUCTION SYSTEMS FOR DISPOSAL OF PROPERTY

No questions or comments.

5-13. CONSIDERATION OF RENEWAL OF CONTRACT WITH MISSION LINEN FOR UNIFORM AND LAUNDRY SERVICES

5-1.3

Tom Stickel reported that this is a renewal of the current contract with Mission Linen that expires on April 20, 2005.

**ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR SKILICORN**

**Authorize the General Manager to execute an amendment to the contract with Mission Linen & Uniform Service to extend the term of the contract for one (1) additional year.**

**Motion passed unanimously with Director Tavantzis being absent.**

Regarding Item #5-10, Director Reilly clarified that she would like RNL to know that the Board would like a presentation on the use of alternative concrete in the MetroBase project and that she didn't intend for Staff to have to do the report.

**5-14. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT WITH VEHICLE MAINTENANCE CONTRACT, INC. FOR BUS ENGINE FILTERS**

Will be included in the April 22, 2005 Board Packet.

**5-15. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT FOR MODIFICATION OF BUS SHELTERS**

Will be included in the April 22, 2005 Board Packet.

**5-16. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT FOR PARKING LOT IMPROVEMENTS AT 115 DUBOIS STREET**

Will be included in the April 22, 2005 Board Packet.

**5-17. CONSIDERATION OF APPROVAL OF RESOLUTION AMENDING FY 04-05 BUDGET**

**Summary:**

Elisabeth Ross reported that as a result of required adjustments to operating expenses, the operating budget is recommended to be decreased by a net \$102,500 for a new total of \$33,062,678 in operating expenses. The two changes in operating revenues are an increase in interest income and transfer of \$108,000 of the FTA operating assistance advance to the capital budget for one-time ParaCruz costs. Updating the capital improvement program results in a net increase of \$178,300 for five new projects. The revised capital improvement program totals \$18,693,032.

**5-18. CONSIDERATION OF AUTHORIZATION FOR DISPOSAL OF THREE (3) 1985 SEDANS AND ONE 1989 PICK-UP TRUCK**

No questions or comments.

5-1.4

**5-19. CONSIDERATION OF RECOMMENDATION TO APPROVE ASSESSMENTS FOR COOPERATIVE RETAIL MANAGEMENT DISTRICT**

**Summary:**

Mark Dorfman reported that this is an annual assessment that funds the City of Santa Cruz Downtown Host Program. Mr. Dorfman clarified that although public agencies are exempt from paying taxes, this assessment is used to enhance downtown safety and security and improve public perceptions of the area in addition to keeping the sidewalks clean. METRO also owns property in Watsonville and will be requested to pay an assessment within a month or so for that property as well.

**5-20. RECONSIDERATION OF APPROVAL OF LICENSE AGREEMENT FOR BUS STOP LOCATED AT SOQUEL AND FRONT STREETS**

**Summary:**

Margaret Gallagher reported that she had spoken to Ceil Cirillo earlier this week who had suggested that Friend, Friend & Friend wants the License Agreement as presented by them in Attachment "B".

**Discussion:**

Les White reported that the stop has been moved 20 feet south of the entrance to Trader Joe's, but it is still located in the sidewalk. Mr. White said that the Board's options are to enter into this License Agreement; put a pad down and move the shelter off the sidewalk towards Long's so it's out of the right-of-way, or leave it where it is in the right-of-way and have no agreement.

Chair Keogh expressed concern regarding the City allowing the stop to be returned to the public right-of-way after the 5-year License Agreement expires if the property owner exercises their right to have the stop removed from their property.

Director Spence pointed out that "Municipal" still needed to be changed to "Metropolitan" in the agreement. Ms. Gallagher responded that she would make those corrections. Director Spence also commented that there should be adequate ADA clearance from the shelter to the curb in the event it has to be moved back into the sidewalk.

**ACTION: MOTION: DIRECTOR REILLY SECOND: DIRECTOR ROTKIN**

**Approve the License Agreement for the Bus Stop located at Soquel and Front Streets, as set forth in Attachment "B", with the corrections made changing "Municipal" to "Metropolitan".**

Les White clarified that moving this stop away from the curb and towards Long's would not affect the Talking Bus system. Terry Gale announced that the Talking Bus system now falls under the IT Department since Bryant Baehr's departure from METRO.

5-1.5

Motion passed unanimously with Director Tavantzis being absent.

**REGULAR AGENDA**

**6. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS**

This presentation will take place at the April 22, 2005 Board Meeting.

**7. CONSIDERATION OF AUTHORIZING SPONSORSHIP OF LEADERSHIP SANTA CRUZ COUNTY IN ORDER TO PROVIDE EDUCATION ON TRANSPORTATION ISSUES, SERVICES AND FACILITIES**

Will be included in the April 22, 2005 Board Packet.

**8. CONSIDERATION OF APPROVAL OF RESOLUTION OF APPRECIATION FOR THE SERVICES OF DENNIS NORTON AS A MEMBER OF THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT**

No questions or comments.

**9. CONSIDERATION OF REQUEST FOR SHUTTLE SERVICE RECEIVED FROM THE CITY OF WATSONVILLE**

Will be included in the April 22, 2005 Board Packet.

**10. CONSIDERATION OF SERVICE REVISIONS FOR SUMMER 2005**

Mark Dorfman reported that Staff is proposing minor adjustments for Summer 2005 service including enhancing connections with inter-county and regional service, standardizing timepoints, adding service to Pajaro Valley High School and modifying on-time performance.

The approximate annual cost for these modifications is \$2,900.

**ACTION: MOTION: DIRECTOR REILLY SECOND: DIRECTOR SKILLICORN**

**Approve proposed service modifications for Summer 2005.**

Motion passed unanimously with Director Tavantzis being absent.

**11. CONSIDERATION OF CALL STOP AUDIT REPORT**

Will be included in the April 22, 2005 Board Packet.

**ITEM #3 WAS TAKEN OUT OF ORDER AT THIS TIME**

**5-1.6**

**3. LABOR ORGANIZATION COMMUNICATIONS**

Will Regan, Manny Martinez and Ian McFadden stated to the Board that it is SEIU's desire to have a new contract in place by July 1, 2005. The SEIU bargaining team is concerned that only ½ hour per week has been allotted for negotiations and that on the 2<sup>nd</sup> day of negotiations, Ellen Aldridge, the District's Negotiator, mentioned "impasse". Ian McFadden reported that this expression was very disturbing and construed by the Union as "bad-faith bargaining."

**DIRECTOR BEAUTZ ARRIVED**

Vice Chair Rotkin replied that the Board is not planning on or hoping to come to an impasse.

Ex-Officio Director Scott announced that a one-day UC shuttle driver strike is anticipated on Thursday April 14<sup>th</sup> and advised that METRO operators should not cross the picket lines. UC will be bringing in additional buses from private companies to pick up passengers at the main entrance.

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

Margaret Gallagher reported that the Board would be discussing Labor Negotiations with their Labor Negotiator, and discussing one case of Anticipated Litigation with their Legal Counsel.

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

None.

**SECTION II: CLOSED SESSION**

Vice Chair Rotkin adjourned to Closed Session at 9:31 a.m. and reconvened to Open Session at 10:36 a.m.

**SECTION III: RECONVENE TO OPEN SESSION**

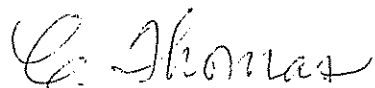
**14. REPORT OF CLOSED SESSION**

Margaret Gallagher had nothing to report at this time.

**ADJOURN**

There being no further business, Vice Chair Rotkin adjourned the meeting at 10:37 a.m.

Respectfully submitted,



CINDI THOMAS  
Administrative Services Coordinator

S-1.7

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

April 22, 2005

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, April 22, 2005 at the Santa Cruz City Council Chambers, 809 Center Street, Santa Cruz, CA.

Chair Keogh called the meeting to order at 9:01 a.m.

## SECTION 1: OPEN SESSION

### 1. ROLL CALL:

#### DIRECTORS PRESENT

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

#### DIRECTORS ABSENT

None

#### STAFF PRESENT

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

Elisabeth Ross, Finance Manager  
Robyn Slater, Human Resources Manager  
Judy Souza, Base Superintendent  
Les White, General Manager

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

Chuck Boxwell, RNL  
Ken Brown, Facilities Maint Worker II  
Gary Klemz, SEIU  
Paul Marcelin-Sampson, MAC/MRU

Bonnie Morr, UTU  
Dennis Norton, Former Board Member  
Howard Powers, Transit User  
Bob Yount, MAC/MASTF/E&D TAC

5-1.8

## 2. ORAL AND WRITTEN COMMUNICATION

### Written:

- |    |                              |     |  |
|----|------------------------------|-----|--|
| a. | SCCRTC Bicycle Committee     | Re: | Folding Bikes on Buses                               |
| b. | <u>Paul Marcelin-Sampson</u> | Re: | <a href="http://iridethebus.org">iridethebus.org</a> |
| c. | <u>SCCRTC</u>                | Re: | PCTF Draft Recommendations                           |

Director Spence requested that Item #2-c be agendized for discussion. Chair Keogh assigned it Item #14.a to be taken as the last Item on today's Agenda.

### **VICE CHAIR ROTKIN AND DIRECTOR REILLY ARRIVED**

Les White distributed a Memo to the Board from the MAC Chair, which is attached to the file copy of these minutes, regarding actions taken at the April 20, 2005 MAC meeting to submit the following recommendations to the Board:

1. That the Board concur on MAC sending a letter of appreciation to former Operations Manager, Bryant Baehr.
2. That the Board revise it's policy to allow folding bikes under 5 feet in length to be transported inside of buses and support the application from the TMA to the MBUAPCD for grant funds to support the creation of a subsidy program for the purchase of folding bikes.
3. That the Board support the rescheduling of the canceled Rail/Trail Day and identify funding sources outside of METRO's current operating budget to provide bus service if and when it is rescheduled.

Chair Keogh asked about the width dimensions for bikes inside buses. Paul Marcelin-Sampson clarified that in the current policy there is only a maximum length of 5 feet and that only specific bike models would be eligible for transporting inside buses, with Staff determining specific dimension criteria. Margaret Gallagher recommended that this be agendized for a future meeting to allow discussion by all parties involved. Les White said it would be brought to the Board for action on May 13<sup>th</sup> in order to meet the Air District grant application deadline.

Howard Powers asked if there were any regulations regarding a unicycle he had recently seen inside a bus. Les White responded that if it is within the 5-foot length, it is allowable.

Regarding Item #2-b, Paul Marcelin-Sampson urged the Board to support and promote his website [iridethebus.org](http://iridethebus.org) which is a fully accessible site that helps people use public transit.

### **DIRECTOR BEAUTZ ARRIVED**

### Oral:

Bob Yount, read a prepared statement, which is attached to the file copy of these minutes, regarding METRO's Smoking Policy. Mr. Yount urged the Board to adopt a No Smoking Policy, not hire smokers and get current smokers to quit.

5-1.9

Howard Powers reported that he had “tremendously good news” that he could not share regarding increasing transportation on the railroad line. Mr. Powers said that people will give up their cars and choose to rent a car for a day or an hour as needed. Insurance would not be necessary because if they got into an accident, they would not be able to rent a car again.

### 3. LABOR ORGANIZATION COMMUNICATIONS

Bonnie Morr, UTU, welcomed Director Harlan and announced that this year UTU could not afford to do the annual Senior Appreciation Dinner that it has done for the past 11 years. Ms. Morr thanked the Board for its past support and hopes to be able to do it again next year.

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

#### SECTION I: OPEN SESSION:

- ADD TO ITEM #2** ORAL AND WRITTEN COMMUNICATION  
(Insert Written Communications)
- CONSENT AGENDA:**  
**ADD TO ITEM #5-3** ACCEPT AND FILE FEBRUARY AND MARCH 2005 RIDERSHIP REPORT  
(Insert Page 1 of the March Ridership Report)
- ADD TO ITEM #5-4** CONSIDERATION OF TORT CLAIMS  
(Insert Additional Claim)
- REPLACE ITEM #5-5** ACCEPT AND FILE THE METRO ADVISORY COMMITTEE (MAC) AGENDA FOR APRIL 20, 2005 AND MINUTES OF FEBRUARY 16, 2005  
(Replace MAC Agenda with REVISED Agenda)
- INSERT ITEM #5-6** ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR FEBRUARY 2005 AND APPROVAL OF BUDGET TRANSFERS  
(Insert Staff Report)
- ADD TO ITEM #5-7** ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR JANUARY AND FEBRUARY 2005  
(Insert February Report)
- INSERT ITEM #5-9** ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE FOR THE MONTH OF FEBRUARY 2005  
(Insert Staff Report)
- DELETE ITEM #5-13** CONSIDERATION OF RENEWAL OF CONTRACT WITH MISSION LINEN FOR UNIFORM AND LAUNDRY SERVICES  
(Action taken at the April 8, 2005 Board Meeting)
- DELETE ITEM #5-14** CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT WITH VEHICLE MAINTENANCE CONTRACT, INC. FOR BUS ENGINE FILTERS  
(Will be included in the May 2005 Board Packet)

5-1.10



- DELETE ITEM #5-15** CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT FOR MODIFICATION OF BUS SHELTERS
- INSERT ITEM #5-16** CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT FOR PARKING LOT IMPROVEMENTS AT 115 DUBOIS STREET  
(Insert Staff Report)
- DELETE ITEM #5-20** RECONSIDERATION OF APPROVAL OF LICENSE AGREEMENT FOR BUS STOP LOCATED AT SOQUEL AND FRONT STREETS  
(Action taken at the April 8, 2005 Board Meeting)
- ADD ITEM #5-21** CONSIDERATION OF ACTIONS TAKEN IN CLOSED SESSION REGARDING THE SETTLEMENT WITH FREDIS CASTILLO  
(Insert Notice)

**REGULAR AGENDA:**

- INSERT ITEM #7** CONSIDERATION OF AUTHORIZING SPONSORSHIP OF LEADERSHIP SANTA CRUZ COUNTY IN ORDER TO PROVIDE EDUCATION ON TRANSPORTATION ISSUES, SERVICES AND FACILITIES  
(Insert Staff Report)
- INSERT ITEM #9** CONSIDERATION OF REQUEST FOR SHUTTLE SERVICE RECEIVED FROM THE CITY OF WATSONVILLE  
(Insert Staff Report)
- DELETE ITEM #10** CONSIDERATION OF SERVICE REVISIONS FOR SUMMER 2005  
(Action taken at the April 8, 2005 Board Meeting)
- INSERT ITEM #11** ACCEPT AND FILE CALL STOP AUDIT REPORT FOR THE PERIOD OF JANUARY, FEBRUARY AND MARCH 2005  
(Insert Staff Report)
- ADD ITEM #12** CONSIDERATION OF APPROVAL OF RESOLUTION OF APPRECIATION FOR THE SERVICES OF ROY BROGDON AS SUPERVISOR OF REVENUE COLLECTION FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
(Insert Resolution)
- ADD ITEM #13** CONSIDERATION OF HIGHWAY 17 EXPRESS CONNECTIONS TO CALTRAIN SERVICE WITH PROPOSED TRAIN SCHEDULE CHANGES  
(Insert Staff Report)
- ADD ITEM #14** CONSIDERATION OF USE OF PAPERCRETE MATERIALS FOR THE METROBASE PROJECT  
(Oral Presentation— No Staff Report)

**CONSENT AGENDA**

- 5-1. APPROVE REGULAR BOARD MEETING MINUTES OF MARCH 11 AND 25, 2005
- 5-2. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS
- 5-3. ACCEPT AND FILE FEBRUARY AND MARCH 2005 RIDERSHIP REPORT
- 5-4. CONSIDERATION OF TORT CLAIMS: DENY THE CLAIM OF LISA MUIRHEAD, CLAIM #05-0010

5-1.11

- 5-5. ACCEPT AND FILE THE METRO ADVISORY COMMITTEE (MAC) AGENDA FOR APRIL 20, 2005 AND MINUTES OF FEBRUARY 16, 2005
- 5-6. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR FEBRUARY 2005 AND CONSIDERATION OF BUDGET TRANSFERS
- 5-7. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR JANUARY AND FEBRUARY 2005
- 5-8. ACCEPT AND FILE PARACRUZ OPERATIONS STATUS REPORT FOR THE MONTH OF JANUARY 2005
- 5-9. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE
- 5-10. ACCEPT AND FILE METROBASE STATUS REPORT
- 5-11. ACCEPT AND FILE MINUTES REFLECTING VOTING RESULTS FROM APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR THE MARCH 2005 MEETINGS
- 5-12. CONSIDERATION OF RENEWAL OF CONTRACT WITH NATIONWIDE AUCTION SYSTEMS FOR DISPOSAL OF PROPERTY
- 5-13. DELETED: Action taken at the April 8, 2005 Board Meeting (CONSIDERATION OF RENEWAL OF CONTRACT WITH MISSION LINEN FOR UNIFORM AND LAUNDRY SERVICES)
- 5-14. DELETED: Will be included in the May 2005 Board Packet (CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT WITH VEHICLE MAINTENANCE CONTRACT, INC. FOR BUS ENGINE FILTERS)
- 5-15. DELETED (CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT FOR MODIFICATION OF BUS SHELTERS)
- 5-16. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT FOR PARKING LOT IMPROVEMENTS AT 115 DUBOIS STREET
- 5-17. CONSIDERATION OF APPROVAL OF RESOLUTION AMENDING FY 04-05 BUDGET
- 5-18. CONSIDERATION OF AUTHORIZATION FOR DISPOSAL OF THREE (3) 1985 SEDANS AND ONE 1989 PICK-UP TRUCK
- 5-19. CONSIDERATION OF RECOMMENDATION TO APPROVE ASSESSMENTS FOR COOPERATIVE RETAIL MANAGEMENT DISTRICT
- 5-20. DELETED: Action taken at the April 8, 2005 Board Meeting (RECONSIDERATION OF APPROVAL OF LICENSE AGREEMENT FOR BUS STOP LOCATED AT SOQUEL AND FRONT STREETS)
- 5-21. CONSIDERATION OF ACTIONS TAKEN IN CLOSED SESSION REGARDING THE SETTLEMENT WITH FREDIS CASTILLO

ACTION: MOTION: DIRECTOR SPENCE SECOND: DIRECTOR HARLAN

Approve the Consent Agenda.

Motion passed by unanimous affirmative voice vote in lieu of roll call vote with all Directors present.

5-1.12

**REGULAR AGENDA**

**6. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS**

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

**TWENTY YEARS**

Kenneth R. Brown, Facilities Maintenance Worker II

**TWENTY-FIVE YEARS**

Larry D. Mungoli, Bus Operator

**7. CONSIDERATION OF AUTHORIZING SPONSORSHIP OF LEADERSHIP SANTA CRUZ COUNTY IN ORDER TO PROVIDE EDUCATION ON TRANSPORTATION ISSUES, SERVICES AND FACILITIES**

**Summary:**

Les White explained that the Leadership Santa Cruz County Program provides information regarding activities throughout the county for a class of approximately 50 individuals. The Executive Director of the program has requested that METRO become a sponsor of the program by providing a presentation on public transit services and activities to members of the class and by providing a bus for a tour of various METRO facilities on May 15, 2005. The cost would be approximately \$450 plus presentation materials.

**ACTION: MOTION: DIRECTOR REILLY SECOND: DIRECTOR ROTKIN**

**Approve METRO becoming a sponsor of the Leadership Santa Cruz County Program, providing information regarding public transit services and activities, and providing a bus for a tour of various facilities.**

**Motion passed unanimously with all Directors present.**

**8. CONSIDERATION OF APPROVAL OF RESOLUTION OF APPRECIATION FOR THE SERVICES OF DENNIS NORTON AS A MEMBER OF THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT**

Paul Marcelin-Sampson expressed personal appreciation for all Dennis Norton had done for public transit. Chair Keogh presented Mr. Norton with a Resolution of Appreciation plaque.

Mr. Norton stated that he will continue to support transit and urged the Board to support all forms of alternative transportation, connect with the community, provide free service to children and consider implementing express routes from Capitola Village to downtown Santa Cruz.

5-1.13

**ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR BEAUTZ**

**Move passage of Resolution of Appreciation for the services of Dennis Norton as a member of the Board of Directors of the Santa Cruz Metropolitan Transit District.**

**Motion passed by unanimous affirmative voice vote in lieu of roll call vote with all Directors present.**

**9. CONSIDERATION OF REQUEST FOR SHUTTLE SERVICE RECEIVED FROM THE CITY OF WATSONVILLE**

**Summary:**

Les White reported that the City of Watsonville is requesting the provision of shuttle service between the Watsonville Transit Center and Palm Beach on two occasions. The City of Watsonville has agree to pay the operating costs.

**ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR REILLY**

**Authorize the General Manager to enter into an Agreement with the City of Watsonville to provide shuttle service on two occasions between the Watsonville Transit Center and Palm Beach with the City of Watsonville paying the operating costs.**

**Motion passed unanimously with all Directors present.**

**11. CONSIDERATION OF CALL STOP AUDIT REPORT**

**Summary:**

Margaret Gallagher reported that the results of the audit indicate a compliance rate of over 99% for the period of January through March 2005.

**Discussion:**

Director Reilly and Paul Marcelin-Sampson agreed with Howard Powers who commented that when a passenger pulls the cord to request a stop, the feedback on the internal text message display is delayed when there is a long message already scrolling, giving no indication to the passenger that the driver is aware of the requested stop.

Bonnie Morr clarified that the driver sees a light on the dash and on some buses a bell system is activated. Terry Gale said a system review would be conducted to determine if anything could be done to improve this situation.

**12. CONSIDERATION OF APPROVAL OF RESOLUTION OF APPRECIATION FOR THE SERVICES OF ROY BROGDON AS SUPERVISOR OF REVENUE COLLECTION FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT**

5-1.14

Roy Brogdon, who recently retired from METRO after over 30 years, was unable to attend today's meeting to receive his framed Resolution of Appreciation.

**ACTION: MOTION: DIRECTOR SKILLICORN SECOND: DIRECTOR BEAUTZ**

**Move passage of Resolution of Appreciation for the services of Roy Brogdon as Supervisor of Revenue Collection of the Santa Cruz Metropolitan Transit District.**

**Motion passed by unanimous affirmative voice vote in lieu of roll call vote with all Directors present.**

**13. CONSIDERATION OF HIGHWAY 17 EXPRESS CONNECTIONS TO CALTRAIN SERVICE WITH PROPOSED TRAIN SCHEDULE CHANGES**

**Summary:**

Les White reported that Caltrain has proposed changes to the Peninsula Corridor schedules to reduce operating costs. The proposed changes would increase the number of Highway 17 connections on weekdays but would reduce the number of weekend connections.

**Discussion:**

Paul Marcelin-Sampson pointed out that the proposed changes create a problem with weekend morning connections and urged the Board to consider adding another trip.

Because the Caltrain schedule is subject to further revision, Staff does not recommend altering the Highway 17 Express schedule until Caltrain publishes its final schedule.

**14. CONSIDERATION OF USE OF PAPERCRETE MATERIALS FOR THE METROBASE PROJECT**

Frank Cheng and Chuck Boxwell gave a PowerPoint presentation of the feasibility of PaperCrete. Mr. Cheng explained that PaperCrete is a variable mixture of paper, sand and cement, showed several examples of structures made with this material and went over the pros and cons. This material is susceptible to moisture which causes it to mold and dissolve.

Chuck Boxwell explained that this is an emerging green product, which he is not ready to recommend for the MetroBase Project. PaperCrete has only been used in residential applications, very little formal testing has been conducted and the building code compliance is sketchy. This material could be considered for a future project once the cost and long term durability are identified.

**14a. WRITTEN COMMUNICATION RECEIVED FROM THE SCCRTC REGARDING THE PCTF DRAFT RECOMMENDATIONS**

**Direction:** Director Spence directed Staff to bring a preliminary plan back to the Board within 60–90 days in response to the recommendations.

5-1.15

**Discussion:**

Director Spence urged the Board to visit the website listed in the letter and absorb all of the material.

Director Beautz commented that for many of the recommendations, it is easy to determine which ones METRO can or cannot do.

Les White reported that Staff would appreciate the time the Board allows to prepare a formal work plan in response to the recommendations. The response will outline 3 categories:

1. Items METRO can do, including items that have already been implemented;
2. Items that could be done with modification; and
3. Items that cannot be done, such as extending paratransit service outside the service area.

**Direction:** Director Stone directed Staff to agendize this item and bring a recommendation to the Board for discussion.

**Direction:** Chair Keogh directed Staff to bring just a timeline back to the Board within 60 days rather than an analysis or a presentation.

**Direction:** At Vice Chair Rotkin's suggestion, the Board directed Staff by consensus to begin working on this item after Labor Negotiations are complete and bring back a response within 60 days of that time.

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

Margaret Gallagher reported that the Board would be discussing Labor Negotiations with their Labor Negotiator, discussing one case of Anticipated Litigation with their Legal Counsel, discussing an Existing Litigation case of Short vs. SCMTD with their Legal Counsel, and conducting a Performance Evaluation of the District Counsel.

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

None.

**SECTION II: CLOSED SESSION**

Chair Keogh adjourned to Closed Session at 10:38 a.m. and reconvened to Open Session at 12:00 p.m.

**SECTION III: RECONVENE TO OPEN SESSION**

**17. REPORT OF CLOSED SESSION**

Margaret Gallagher reported that the Board discussed items as set forth on the agenda and that there was nothing to report except that the Performance Evaluation of District Counsel was

5-1.16

conducted. Chair Keogh added that the Board is very happy with District Counsel's performance and expects many more years of the same level of service.

**ADJOURN**

There being no further business, Chair Keogh adjourned the meeting at 12:01 p.m.

Respectfully submitted,



CINDI THOMAS  
Administrative Services Coordinator

DRAFT

S-1.17

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
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 ALL CHECKS FOR COAST COMMERCIAL BANK

DATE: 04/01/05 THRU 04/30/05

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TRANS. TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
14802	04/01/05	1,500.00	001026	DRIVER ALLIANT INSURANCE		4264	BAMR MEMBERSHIP/HRD	1,500.00	
14803	04/01/05	880.00	001027	OVERLAND PACIFIC & CUTLER, INC		4265	MB PROF SVCS JAN05	880.00	
14804	04/01/05	22,735.00	001035	HARRIS & ASSOCIATES		4266	MB JAN05 PROF SVCS	18,370.00	
						4267	MB FEB05 PROF SVCS	4,365.00	
14805	04/01/05	1,168.97	001038	TWINVISION NA INC.		4231	REV VEH PARTS	1,168.97	
14806	04/01/05	295.00	001042	EMPLOYER'S HEALTH SVCS, LLC		4268	FEB DRUG TESTING	295.00	
14807	04/01/05	2,724.69	001044	PACKET FUSION, INC.		4269	PHONE RECRD LICENCES	2,724.69	
14808	04/01/05	12,986.65	001049	TRANS METRO EXPRESS		4270	DEC 04 PT SVCS	9,712.30	
						4271	JAN 05 PT SVCS	3,274.35	
14809	04/01/05	125.00	001062	ALLTERRA ENVIRONMENTAL INC.		4272	FEB 05 PROF SVCS	125.00	
14810	04/01/05	7,087.28	001063	NEW FLYER INDUSTRIES LIMITED		4232	REV VEH PARTS 2825	2,825.34	
						4233	REV VEH PARTS 1997	1,996.97	
						4234	REV VEH PARTS 281	280.76	
						4235	REV VEH PARTS 1126	1,125.78	
						4236	REV VEH PARTS 640	662.65	
						4237	REV VEH PARTS 196	195.78	
14811	04/01/05	43,750.00	001080	OCTAGON RISK SERVICES, INC.		4273	MAR-MAY WC ADM FEE	43,750.00	
14812	04/01/05	1,125.00	001090	BLUE DOLPHIN CAFE	7	4274	MAR CUSTODIAL SVCS	1,125.00	
14813	04/01/05	335.00	001492	EVERGREEN OIL INC.		4275	HAZ WASTE DISPOSAL	335.00	
14814	04/01/05	65.50	001936	MCI		4276	MAR LONG DIST/PT	53.89	
						4277	MAR LONG DIST/PT	11.61	
14815	04/01/05	63.07	002028	WESTCOAST LEGAL SERVICE	7	4278	PROF/TECH SVCS	63.07	
14816	04/01/05	120.83	002063	COSTCO		4279	PHOTO PROCESS/OPS	13.51	
						4280	LOCAL MEETING EXP	14.19	
						4281	COFFEE CLUB SUPPLIES	93.13	
14817	04/01/05	1,463.51	002106	AMERICAN SUPPLY COMPANY		4282	CLEANING SUPPLIES	1,463.51	
14818	04/01/05	2,428.88	002117	IULIANO, NICK	7	4283	04/05 PROP TAXES #2	2,428.88	
14819	04/01/05	3,789.00	002143	TOXSCAN INC.		4284	STORM WATER ANALYSIS	3,789.00	
14820	04/01/05	2,000.00	002267	SHAW & YODER, INC.		4285	FEB LEGISLATIVE SVCS	2,000.00	
14821	04/01/05	175.67	002447	SETON IDENTIFICATION PRODUCTS		4238	NAMEPLATE/VERNON 176	175.67	
14822	04/01/05	1,210.83	002504	TIFCO INDUSTRIES		4239	PARTS & SUPPLIES FLT	1,210.83	
14823	04/01/05	346.09	002707	PITNEY BOWES CREDIT CORP		4286	3/30-6/30 RENTAL	346.09	
14824	04/01/05	2,263.51	002721	NEXTEL COMMUNICATIONS		4287	2/4-3/3 PHONES/PT	1,813.45	
						4288	EQUIPMENT/PT	450.06	
14825	04/01/05	1,106.15	002802	BATTERY SYSTEMS		4240	BATTERIES	1,106.15	
14826	04/01/05	172.42	007	UNITED PARCEL SERVICE		4241	FEB/MAR FREIGHT	172.42	
14827	04/01/05	8.87	009	PACIFIC GAS & ELECTRIC		4289	2/25-3/21 SAKATA	8.87	
14828	04/01/05	928.38	018	SALINAS VALLEY FORD SALES		4242	REV VEH PARTS/TOOLS	928.38	
14829	04/01/05	651.61	020	ADT SECURITY SERVICES INC.		4290	HEAT DETECTORS/MET	257.70	
						4291	APR ALARMS	393.91	
14830	04/01/05	157.66	042	ORCHARD SUPPLY HARDWARE		4292	REPAIRS/MAINTENANCE	157.66	
14831	04/01/05	312.28	061A	REGISTER PAJARONIAN		4243	CLASSIFIED ADS FLEET	71.74	
						4244	CLASSIFIED ADS FLEET	240.54	
14832	04/01/05	7.51	079	SANTA CRUZ MUNICIPAL UTILITIES		4293	FEB LANDFILL	7.51	
14833	04/01/05	185.55	087	RECOGNITION SERVICES		4294	EMP INCENTIVE 170	185.55	
14834	04/01/05	2,446.19	110	JESSICA GROCERY STORE, INC.		4295	MAR CUSTODIAN SVCS	2,446.19	
14835	04/01/05	93.43	115	SNAP-ON INDUSTRIAL		4245	SMALL TOOLS FLEET	93.43	
14836	04/01/05	1,100.13	117	GILLIG CORPORATION		4246	REV VEH PARTS	123.82	
						4247	REV VEH PARTS	976.31	
14837	04/01/05	1,823.49	130	CITY OF WATSONVILLE UTILITIES		4296	CONTAINER RODRIGUEZ	1,289.04	

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
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CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	TRANS. TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
						4297	1/4-3/2 RODRIGUEZ	435.66	
						4298	1/4-3/2 RODRIGUEZ	60.31	
						4299	1/4-3/2 RODRIGUEZ	38.48	
14838	04/01/05	219.15	131	CUMMINS-ALLISON CORP.		4300	JETCOUNT MAINT AGREE	219.15	
14839	04/01/05	410.33	144	BOSS MANUFACTURING CO.		4248	SAFETY SUPPLIES FLT	410.33	
14840	04/01/05	363.50	147	ZEE MEDICAL SERVICE CO.		4301	SAFETY SUPPLIES	151.55	
						4302	SAFETY SUPPLIES	211.95	
14841	04/01/05	92.56	166	HOSE SHOP, THE		4249	REV VEH PARTS/SUPPLY	92.56	
14842	04/01/05	2,995.20	180	MANPOWER		4303	TEMP/IT W/E 2/27	1,459.20	
						4304	TEMP/IT W/E 3/6	1,536.00	
14843	04/01/05	107.47	186	WILSON, GEORGE H., INC.		4305	REPAIRS/MAINTENANCE	107.47	
14844	04/01/05	87.70	294	ANDY'S AUTO SUPPLY		4306	REV VEH PARTS/PT	87.70	
14845	04/01/05	57.89	372	FEDERAL EXPRESS		4307	FEB/MAR MAILINGS	57.89	
14846	04/01/05	47.62	378	STEWART & STEVENSON		4250	REV VEH PARTS	47.62	
14847	04/01/05	1,325.51	395	APPLIED GRAPHICS, INC.		4308	ENVELOPES/OPS	1,325.51	
14848	04/01/05	6.59	405	JOHN'S ELECTRIC MOTOR SVC	7	4309	REPAIRS/MAINTENANCE	6.59	
14849	04/01/05	2,970.00	413	COLUMBIA EQUIPMENT COMPANY INC		4310	SHELTER PANELS 2970	2,970.00	
14850	04/01/05	7.36	418	COUNTY OF SANTA CRUZ		4251	FEB CNG	7.36	
14851	04/01/05	1,476.38	432	EXPRESS PERSONNEL SERVICES		4252	TEMP W/E 2/27 FLEET	744.00	
						4253	TEMP W/E 3/6 FLEET	732.38	
14852	04/01/05	385.00	478	BEE CLENE	0	4311	CUSTODIAL SVCS/CRPTS	385.00	
14853	04/01/05	106.00	497A	AMERICAN PUBLIC TRANSPORTATION		4312	FEB05 LEGAL CONF 100	106.00	
14854	04/01/05	304,329.24	502	CA PUBLIC EMPLOYEES'		4313	APR MEDICAL INS	304,329.24	
14855	04/01/05	350.15	504	CUMMINS WEST, INC.		4254	REV VEH PARTS	350.15	
14856	04/01/05	113.32	527	RECARO NORTH AMERICA, INC.		4255	REV VEH PARTS 109	113.32	
14857	04/01/05	4,880.00	550	EARTHWORKS	7	4314	BASEROCK/CHINA GRADE	4,880.00	
14858	04/01/05	74.92	566	ARROWHEAD MTN SPRING WATER		4256	FEB WATER FLEET	74.92	
14859	04/01/05	234.00	583A	SBC PACIFIC BELL		4315	OUT REPAIR PHONES PT	234.00	
14860	04/01/05	1,539.28	647	GFI GENFARE		4257	REV VEH PARTS	1,539.28	
14861	04/01/05	6,080.59	664	BAY COUNTIES PITCOCK PETROLEUM		4258	ENGINE OIL/DUB	6,080.59	
14862	04/01/05	70.00	682	WEISS, AMY L.	7	4316	PROF SVCS 3/25	70.00	
14863	04/01/05	25.00	688	SALDANA, ERNESTINA	7	4317	PARACRUZ HEARING	25.00	
14864	04/01/05	1,024.00	733	CLAREMONT BEHAVIORAL SERVICES		4318	APR EAP PREMIUM	1,024.00	
14865	04/01/05	25.00	744	WRIGHT, LESLEY	7	4319	PARACRUZ HEARING	25.00	
14866	04/01/05	84,900.00	758	CP INDUSTRIES		4320	PRESSUR VESELS 79200	84,900.00	
14867	04/01/05	2,320.00	804	ORTHOPAEDIC HOSPITAL	7	4321	FEB PROF/TECH SVCS	2,320.00	
14868	04/01/05	42.01	848	SANTA CRUZ ELECTRONICS, INC.		4322	COMPUTER SUPPLIES/IT	24.62	
						4323	COMPUTER SUPPLIES/IT	17.39	
14869	04/01/05	2,932.00	852	LAW OFFICES OF MARIE F. SANG	7	4324	WORKERS COMP CLAIMS	600.00	
						4325	WORKERS COMP CLAIMS	2,332.00	
14870	04/01/05	49,579.87	875	PACIFICARE DENTAL		4326	APR DENTAL	49,579.87	
14871	04/01/05	864.00	878	KELLY SERVICES, INC.		4327	TEMP/LGL W/E 3/6	864.00	
14872	04/01/05	6,373.24	909	CLASSIC GRAPHICS		4259	OUT REPAIR REV VEH	971.95	
						4260	OUT REPAIR REV VEH	1,121.82	
						4261	OUT REPAIR REV VEH	2,457.27	
						4262	OUT REPAIR REV VEH	1,822.20	
14873	04/01/05	125.00	916	DOCTORS ON DUTY	.	4328	FEB DRUG TESTING	125.00	
14874	04/01/05	100.00	B003	BEAUTZ, JAN	7	4340	MAR BOARD MTG	100.00	
14875	04/01/05	50.00	B006	HINKLE, MICHELLE	7	4342	MAR BOARD MTG	50.00	
14876	04/01/05	100.00	B007	KEOGH, MICHAEL	7	4343	MAR BOARD MTG	100.00	

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
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CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
14877	04/01/05	100.00	B011 REILLY, EMILY	7	4344	MAR BOARD MTG	100.00	
14878	04/01/05	100.00	B012 SPENCE, PAT	7	4347	MAR BOARD MTG	100.00	
14879	04/01/05	100.00	B014 CITY OF WATSONVILLE		4349	MAR BOARD MTG	100.00	
14880	04/01/05	100.00	B015 ROTKIN, MIKE	7	4345	MAR BOARD MTG	100.00	
14881	04/01/05	100.00	B016 SKILLICORN, DALE	7	4346	MAR BOARD MTG	100.00	
14882	04/01/05	50.00	B017 STONE, MARK	7	4348	MAR BOARD MTG	50.00	
14883	04/01/05	50.00	B018 BUSTICHI, DENE	7	4341	MAR BOARD MTG	50.00	
14884	04/01/05	26.57	E002 STICKEL, TOM		4263	INTRVIEW PANEL LUNCH	26.57	
14885	04/01/05	35.00	E109 MEYER, DIANE		4329	DMV FEES	35.00	
14886	04/01/05	310.00	E272 GARCIA-SUMANO, ELEUTERIO		4330	MEDICAL PREMIUM	310.00	
14887	04/01/05	64.00	E333 PEREZ, JAIME		4331	DMV FEES	64.00	
14888	04/01/05	64.00	E334 ROCHA, LUIS		4332	DMV FEES	64.00	
14889	04/01/05	64.00	E335 RAMIREZ-REYES, MAGALI		4333	DMV FEES	64.00	
14890	04/01/05	65.00	E336 WILLIAMS, ERIC		4334	DMV FEES	65.00	
14891	04/01/05	65.00	E337 NANCE, RAMONA		4335	DMV FEES	65.00	
14892	04/01/05	45.00	E462 ESPINOZA, MARIO		4336	DMV/VTT FEES	45.00	
14893	04/01/05	30.62	E495 WHITE, LES		4337	CTC MTG 3/15	30.62	
14894	04/01/05	728.00	R439 PACIFIC COAST THERAPISTS		4338	MEDICAL PAYMENT	728.00	
14895	04/01/05	400.00	R440 BLAIR, JOE		4339	SETTLEMENT CLAIM	400.00	
14896M04/05/05		143,309.92	001316 DEVCO OIL		4496	MARCH FUEL	143,309.92	MANUAL
14897	04/15/05	667.18	001 SBC		4351	APR PHONE/IT	667.18	
14898	04/15/05	137.50	001027 OVERLAND PACIFIC & CUTLER, INC		4359	MB PROF SVCS FEB 05	137.50	
14899	04/15/05	6,237.96	001036 STANDARD INSURANCE COMPANY		4360	LIFE/AD&D INS	6,237.96	
14900	04/15/05	100.00	001042 EMPLOYER'S HEALTH SVCS, LLC		4361	FEB-MAR DRUG TEST	100.00	
14901	04/15/05	11,277.18	001043 VISION SERVICE PLAN		4362	APR VISION INSURANCE	11,277.18	
14902	04/15/05	4,637.50	001046 DESMOND, MARCELLO & AMSTER		4363	PROF SVCS THRU 12/31	43.75	
					4364	PROF SVCS THRU 12/31	1,725.00	
					4365	PROF SVCS THRU 12/31	131.25	
					4366	PROF SVCS THRU 1/31	2,500.00	
					4367	PROF SVCS THRU 1/31	237.50	
14903	04/15/05	2,193.85	001049 TRANS METRO EXPRESS		4368	FEB 05 PT SVCS	2,193.85	
14904	04/15/05	6,908.78	001063 NEW FLYER INDUSTRIES LIMITED		4369	REV VEH PARTS 3296	3,296.26	
					4370	REV VEH PARTS 342	376.28	
					4371	REV VEH PARTS 1152	1,152.00	
					4372	REV VEH PARTS 1924	1,924.03	
					4373	REV VEH PARTS 114	160.21	
14905	04/15/05	15.00	001100 TOMASZEWSKI, ADAM		4374	REFUND NSF CHECK FEE	15.00	
14906	04/15/05	194.82	001101 UTU LOCAL 23		4375	REFUND 1/2 LOCK COST	194.82	
14907	04/15/05	545.32	001230 CAPITOL CLUTCH & BRAKE, INC.		4376	REV VEH PARTS	280.84	
					4377	REV VEH PARTS	264.48	
14908	04/15/05	785.22	001315 WASTE MANAGEMENT		4378	APR-JUNE LOMOND/HY	37.98	
					4379	MAR KINGS VILLAGE	146.81	
					4380	MAR MT HERMON/KINGS	43.82	
					4381	APR-JUNE BIGBASIN/HY	37.98	
					4382	APR-JUN AIRPORT/FREE	376.26	
					4383	MAR RESEARCH PARK	142.37	
14909	04/15/05	5,147.33	001365 BORTNICK, ROBERT S. & ASSOC.	7	4384	CALL STOP SURVEY	5,000.00	
					4385	INVESTIGATIVE SVCS	147.33	
14910	04/15/05	268.85	001379 SAFETY-KLEEN SYSTEMS, INC.		4386	HAZ WASTE DISPOSAL	268.85	

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14911	04/15/05	352.88	001454	MONTEREY BAY OFFICE PRODUCTS		4387	COPIER OVRAGE/ADMIN	352.88	
14912	04/15/05	1,118.93	001506	WESTERN STATES OIL CO., INC.		4388	MAR OIL/FLEET	1,118.93	
14913	04/15/05	1,518.00	001523	SANTA CRUZ MEDICAL CLINIC	7	4389	JAN MEDICAL EXAMS	1,518.00	
14914	04/15/05	43.28	001648	STEVE'S UNION SERVICE		4390	MAR FUEL	43.28	
14915	04/15/05	1,365.91	001800	THERMO KING OF SALINAS, INC		4391	REV VEH PARTS	1,365.91	
14916	04/15/05	4,218.12	001A	SBC/MCI		4352	MAR PHONE/IT	177.26	
						4353	MAR PHONE/IT	92.28	
						4354	MAR PHONE/IT	177.26	
						4355	MAR PHONES/PT	113.58	
						4356	MAR PHONES/PT	516.30	
						4357	MAR PHONES/PT	255.47	
						4358	MAR PHONES	2,885.97	
14917	04/15/05	428.60	002028	WESTCOAST LEGAL SERVICE	7	4392	PROF/TECH SVCS	118.82	
						4393	PROF/TECH SVCS	82.77	
						4394	PROF/TECH SVCS	108.44	
						4395	PROF/TECH SVCS	118.57	
14918	04/15/05	437.52	002034	CARLON'S FIRE EXTINGUISHER		4396	REPR FIRE EXTINGUISH	437.52	
14919	04/15/05	50.41	002063	COSTCO		4397	PHOTO PROCESS/OPS	19.95	
						4398	PHOTO PROCESS/OPS	22.40	
						4399	PHOTO PROCESS/RISK	8.06	
14920	04/15/05	2,550.00	002287	CALIFORNIA SERVICE EMPLOYEES		4400	APR MEDICAL	2,550.00	
14921	04/15/05	120.00	002295	FIRST ALARM		4401	MAR DISPATCH SVC/PT	120.00	
14922	04/15/05	3,750.00	002346	CHANEY, CAROLYN & ASSOC., INC.		4402	APR LEGISLATIVE SVCS	3,750.00	
14923	04/15/05	595.35	002412	BORDEN DECAL		4403	REV VEH PARTS	368.03	
						4404	REV VEH PARTS	227.32	
14924	04/15/05	420.87	002504	TIFCO INDUSTRIES		4405	PARTS & SUPPLIES FLT	420.87	
14925	04/15/05	4,548.15	002569	COMERICA BANK		4406	WORK COMP FUND	4,548.15	
14926	04/15/05	740.00	002649	KING CRANE SERVICE, INC.		4407	CRANE SERVICE - MB	740.00	
14927	04/15/05	135.73	004	NORTH BAY FORD LINC-MERCURY		4408	REV VEH PARTS	135.73	
14929	04/15/05	21,507.10	009	PACIFIC GAS & ELECTRIC		4409	3/1-3/29 RODRIGUEZ	38.57	
						4410	3/1-3/29 RODRIGUEZ	1,125.68	
						4411	2/25-3/26 SAKATA	10.43	
						4412	3/3-3/30 GOLF CLUB	588.24	
						4413	3/3-3/30 GOLF CLUB	1,343.54	
						4414	3/3-3/30 1200 RVR	1,307.95	
						4415	3/3-3/31 111 DUB	570.63	
						4416	3/3-3/31 111 DUB	618.16	
						4417	3/3-3/30 1200 RVR	332.76	
						4418	3/3-3/31 370 ENC	1,890.91	
						4419	3/3-3/31 370 ENC	497.32	
						4420	3/3-3/30 1122 RVR	7.18	
						4421	3/6-4/4 PACIFIC	958.98	
						4422	3/6-4/4 PACIFIC	251.72	
						4423	3/6-4/4 PACIFIC	465.54	
						4424	3/3-3/30 CNG/E RVR	1,399.03	
						4425	2/28-3/31 CNG/G RVR	10,100.46	
14930	04/15/05	866.40	017	SUN MICROSYSTEMS, INC.		4426	4/1-6/30 SVCS	866.40	
14931	04/15/05	4,902.44	018	SALINAS VALLEY FORD SALES		4427	REV VEH PARTS	1,679.97	
						4428	REV VEH PARTS	3,222.47	
14932	04/15/05	302.78	039	KINKO'S INC.		4429	MAR PRINTING	302.78	

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14933	04/15/05	2,026.53	041	MISSION UNIFORM		4430	MAR UNIF/LAUNDRY PT	66.15	
						4431	MAR UNIF/LAUNDRY FLT	1,960.38	
14934	04/15/05	1,660.62	043	PALACE ART & OFFICE SUPPLY		4432	OFFICE SUPPLIES	1,660.62	
14935	04/15/05	6,997.82	079	SANTA CRUZ MUNICIPAL UTILITIES		4433	2/26-3/32 GOLF CLUB	870.90	
						4434	2/26-3/25 111 DUB	690.30	
						4435	2/26-3/25 370 ENC	80.72	
						4436	2/26-3/25 370 ENC	872.90	
						4437	2/26-3/25 1200 RVR	2,152.20	
						4438	3/3-3/28 PACIFIC	2,245.64	
						4439	3/3-3/28 PACIFIC	85.16	
14936	04/15/05	1,893.40	080A	STATE BOARD OF EQUALIZATION		4440	JAN-MAR 05 FUEL TAX	1,893.40	
14937	04/15/05	15,435.87	085	DIXON & SON TIRE, INC.		4441	MAR TIRES/PT	96.07	
						4442	OUT RPR REV VEH FLT	391.92	
						4443	MAR TIRES/TUBES FLT	14,947.88	
14938	04/15/05	924.42	107	SAN LORENZO LUMBER		4444	REPAIRS/MAINTENANCE	924.42	
14939	04/15/05	231.92	123	BAY PHOTO LAB		4445	PHOTO PROCESS/PT	231.92	
14940	04/15/05	1,250.14	135	SANTA CRUZ AUTO PARTS, INC.		4446	REV VEH PARTS/SUPPLY	734.95	
						4447	REV VEH PARTS/PT	515.19	
14941	04/15/05	1,707.21	148	ZEP MANUFACTURING COMPANY		4448	CLEANING SUPPLY MNT	408.10	
						4449	CLEANING SUPPLY FLT	1,299.11	
14942	04/15/05	1,582.50	161	OCEAN CHEVROLET INC		4450	REV VEH PARTS/PT	1,582.50	
14943	04/15/05	972.50	166	HOSE SHOP. THE		4451	REV VEH PARTS/SUPPLY	972.50	
14944	04/15/05	2,702.41	170	TOWNSEND'S AUTO PARTS		4452	REV VEH PARTS/SUPPLY	2,702.41	
14945	04/15/05	91.87	172	CENTRAL WELDER'S SUPPLY, INC.		4453	PARTS & SUPPLY FLT	91.87	
14946	04/15/05	2,659.20	180	MANPOWER		4454	TEMP/IT W/E 3/13	1,536.00	
						4455	TEMP W/E 3/27 ADMIN	1,123.20	
14947	04/15/05	4,468.62	221	VEHICLE MAINTENANCE PROGRAM		4456	REV VEH PARTS 4469	4,468.62	
14948	04/15/05	39.75	260	SANTA CRUZ GLASS CO., INC.		4457	WINDOW SCREENS METRO	39.75	
14949	04/15/05	652.92	294	ANDY'S AUTO SUPPLY		4458	REV VEH PARTS/SUPPLY	575.87	
						4459	REV VEH PARTS/PT	77.05	
14950	04/15/05	153.00	367	COMMUNITY TELEVISION OF		4460	TV COVERAGE 3/25 MTG	153.00	
14951	04/15/05	1,090.12	378	STEWART & STEVENSON		4461	REV VEH PARTS	1,090.12	
14952	04/15/05	897.11	422	IMAGE SALES INC.		4462	PHOTO SUPPLIES/MET	897.11	
14953	04/15/05	2,644.70	432	EXPRESS PERSONNEL SERVICES		4463	TEMP W/E 3/13 FLEET	918.38	
						4464	TEMP W/E 3/20 FLEET	924.19	
						4465	TEMP W/E 3/27 FLEET	802.13	
14954	04/15/05	167.10	434	VERIZON WIRELESS-PAGERS		4466	APR PAGERS	167.10	
14955	04/15/05	53.38	434B	VERIZON CALIFORNIA		4467	MT. BIEWLASKI	53.38	
14956	04/15/05	423.80	448	UNISOURCE		4468	COPY PAPER - OPS	141.27	
						4469	COPY PAPER - ADMIN	282.53	
14957	04/15/05	750.00	475	TRAPEZE SOFTWARE GROUP, INC.		4470	4/1-6/30 FLEET MATE	750.00	
14958	04/15/05	3,447.76	480	DIESEL MARINE ELECTRIC, INC.		4471	REV VEH PARTS	3,447.76	
14959	04/15/05	138.54	504	CUMMINS WEST, INC.		4472	REV VEH PARTS	138.54	
14960	04/15/05	102.29	534	REGENTS OF UNIVERSITY OF CALIF		4473	STATUTORY DEADLINES	102.29	
14961	04/15/05	55.00	632	GOVERNMENT FINANCE OFFICERS		4474	PUBLIC INVESTOR	55.00	
14962	04/15/05	293.93	647	GFI GENFARE		4475	REV VEH PARTS	293.93	
14963	04/15/05	187.50	718	BOSTER. KOBAYASHI & ASSOC. INC 7		4476	PROF SVCS	187.50	
14964	04/15/05	300.79	788	SCMTD PETTY CASH - FINANCE		4477	PETTY CASH/FINANCE	300.79	
14965	04/15/05	2,208.54	851	I.M.P.A.C. GOVERNMENT SERVICES		4478	4055019201230322	2,208.54	
14966	04/15/05	243.75	873	HARO, KASUNICH & ASSOC., INC.		4479	PROF SVCS/BUS STOPS	243.75	

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14967	04/15/05	2,640.00	878	KELLY SERVICES, INC.		4480	TEMP/LGL W/E 3/13	768.00	
						4481	TEMP LGL 3/20 & 3/27	1,872.00	
14968	04/15/05	12.00	880	SEISINT, INC.		4482	PROF/TECH SVCS LGL	12.00	
14969	04/15/05	51.00	891	WOOLHOUSE, LYNN		4483	REFUND PT COUPONS	51.00	
14970	04/15/05	20.00	901	SECRETARY OF STATE		4484	LATE FILING FEE	20.00	
14971	04/15/05	195,289.56	904	RNL DESIGN		4485	REIMBRS EXP TO 1/31	2,614.77	
						4486	PROF SVCS THRU 1/31	155,972.77	
						4487	REIMBRS EXP TO 2/28	3,079.18	
						4488	PROF SVCS THRU 2/28	33,622.84	
						4489	MPC TO COVER 25	33.95	
14972	04/15/05	33.95	911	NNT, INC.		4490	APR LTD	15,116.08	
14973	04/15/05	15,116.08	941	FORTIS BENEFITS INSURANCE CO.		4491	IRRIGATION SERVICE	68.50	
14974	04/15/05	68.50	950	PARADISE LANDSCAPE	7	4492	REV VEH PARTS	70.32	
14975	04/15/05	70.32	973	SANTA CRUZ DODGE		4493	MAR 05 PT SVCS	5,894.84	
14976	04/15/05	5,894.84	977	SANTA CRUZ TRANSPORTATION, LLC		4494	DMV/VTT FEES	45.00	
14977	04/15/05	45.00	E179	LEGORRETA, PETE		4495	SETTLEMENT CLAIM	307.21	
14978	04/15/05	307.21	R441	HERNANDEZ, DONN		4642	APRIL 1-11TH FUEL	54,880.00	MANUAL
14979M	04/21/05	54,880.00	001316	DEVCO OIL					
				APRIL 1-11TH FUEL					
14980	04/29/05	476.95	001	SBC		4541	APR PHONE LINES	86.93	
						4542	APR PHONES	390.02	
14981	04/29/05	759.88	001038	TWINVISION NA INC.		4497	REV VEH PARTS	759.88	
14982	04/29/05	1,232.63	001039	GRAFFITI REMOVAL, INC.		4498	VANDAL SHIELDS	1,232.63	
14983	04/29/05	55.00	001042	EMPLOYER'S HEALTH SVCS, LLC		4543	MAR DRUG TESTING	55.00	
14984	04/29/05	125.00	001062	ALLTERRA ENVIRONMENTAL INC.		4544	MAR 05 PROF SVCS	125.00	
14985	04/29/05	11,959.70	001063	NEW FLYER INDUSTRIES LIMITED		4499	REV VEH PARTS 1965	1,964.58	
						4500	REV VEH PARTS 2938	2,938.30	
						4501	REV VEH PARTS 138	138.10	
						4502	REV VEH PARTS 1081	1,081.35	
						4503	REV VEH PARTS 3640	3,639.92	
						4504	REV VEH PARTS 1493	1,493.23	
						4505	REV VEH PARTS 122	122.34	
						4506	REV VEH PARTS 582	581.88	
14986	04/29/05	10,808.88	001075	SOQUEL III ASSOCIATES	7	9000319	RESEARCH PARK RENT	10,808.88	
14987	04/29/05	269.50	001093	KROLL LABORATORY SPECIALISTS		4545	MAR DRUG TESTING	269.50	
14988	04/29/05	1,407.05	001119	MACERICH PARTNERSHIP LP	7	9000320	CAPITOLA MALL RENT	1,407.05	
14989	04/29/05	850.00	001346	CITY OF SANTA CRUZ		4546	PARKING DEF FEES	850.00	
14990	04/29/05	548.40	001365	BORTNICK, ROBERT S. & ASSOC.	7	4547	INVESTIGATIVE SVCS	548.40	
14991	04/29/05	814.47	001379	SAFETY-KLEEN SYSTEMS, INC.		4548	HAZ WASTE DISPOSAL	814.47	
14992	04/29/05	1,493.00	001492	EVERGREEN OIL INC.		4549	HAZ WASTE DISPOSAL	1,000.00	
						4550	HAZ WASTE DISPOSAL	493.00	
14993	04/29/05	194.01	001722	HARRISON & BONINI, INC.		4551	REPAIRS/MAINTENANCE	194.01	
14994	04/29/05	135.58	001856	BAY COMMUNICATIONS	7	4552	OUT REPAIR PHONES	135.58	
14995	04/29/05	36.64	001936	MCI		4553	APR LONG DISTANCE/PT	13.08	
						4554	APR LONG DISTANCE/PT	23.56	
14996	04/29/05	59.45	002028	WESTCOAST LEGAL SERVICE	7	4555	PROF/TECH SVCS	59.45	
14997	04/29/05	325.31	002069	A TOOL SHED, INC.		4556	EQUIPMENT RENTAL	325.31	
14998	04/29/05	154.87	002106	AMERICAN SUPPLY COMPANY		4557	CLEANING SUPPLIES	154.87	
14999	04/29/05	672.00	002109	CITY OF SANTA CRUZ/PARKING		4558	PARKING PERMITS	672.00	
15000	04/29/05	25,899.59	002116	HINSHAW, EDWARD & BARBARA	7	9000321	370 ENCINAL RENT	25,899.59	
15001	04/29/05	13,888.00	002117	IULIANO, NICK	7	9000322	111 DUBOIS RENT	10,888.00	

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						9000323	115 DUBOIS RENT	3,000.00	
15002	04/29/05	26,824.20	002295	FIRST ALARM		4559	MAR SECURITY	26,824.20	
15003	04/29/05	380.00	002330	TRANSPARENT GLASS COATINGS	7	4560	FROST WINDOW/MC	380.00	
15004	04/29/05	64.00	002567	DEPARTMENT OF JUSTICE		4561	MAR FINGERPRINTS	64.00	
15005	04/29/05	1,250.86	002624	DIGITAL RECORDERS		4507	REV VEH PARTS	1,250.86	
15006	04/29/05	181.76	002689	B & B SMALL ENGINE		4562	REPAIRS/MAINTENANCE	181.76	
15007	04/29/05	2,763.45	002713	SANTA CRUZ AUTO TECH, INC.		4563	OUT RPR REV VEH/PT	2,763.45	
15008	04/29/05	955.78	002721	NEXTEL COMMUNICATIONS		4564	3/4-4/3 PHONES/PT	955.78	
15009	04/29/05	732.30	002803	PURSELL CONSTRUCTION INC.		4565	LIGHT SYST UPGRADE	732.30	
15010	04/29/05	2,288.00	002805	TELEPATH CORPORATION		4508	APR RADIO MAINT	2,288.00	
15011	04/29/05	136.47	007	UNITED PARCEL SERVICE		4509	MAR/APR FREIGHT	136.47	
15012	04/29/05	1,119.61	009	PACIFIC GAS & ELECTRIC		4566	3/12-4/8 KINGS VLG	350.94	
						4567	3/12-4/9 KINGS VLG	27.41	
						4568	3/15-4/13 PAUL SWT	71.66	
						4569	3/16-4/13 RESEARCH	34.07	
						4570	3/16-4/13 RESEARCH	635.53	
15013	04/29/05	160.48	023	PACIFIC TRUCK PARTS, INC.		4510	SMALL TOOLS - FLEET	160.48	
15014	04/29/05	852.35	036	KELLY-MOORE PAINT CO., INC.		4571	REPAIRS/MAINTENANCE	852.35	
15015	04/29/05	683.55	041	MISSION UNIFORM		4572	MAR UNIFORMS/LAUNDRY	683.55	
15016	04/29/05	461.78	042	ORCHARD SUPPLY HARDWARE		4573	REPAIRS/MAINTENANCE	461.78	
15017	04/29/05	1,104.15	059	BATTERIES USA, INC.		4511	REV VEH PARTS	1,104.15	
15018	04/29/05	75.96	061A	REGISTER PAJARONIAN		4512	CLASSIFIED AD FLEET	75.96	
15019	04/29/05	474.45	067	ROTO-ROOTER		4574	OUT REPAIR BLDS/IMP	474.45	
15020	04/29/05	138.92	074	KENVILLE LOCKSMITHS	7	4575	MAR LOCKS/KEYS	138.92	
15021	04/29/05	361.99	075	COAST PAPER & SUPPLY INC.		4576	CLEANING SUPPLIES	361.99	
15022	04/29/05	302.11	079	SANTA CRUZ MUNICIPAL UTILITIES		4577	2/8-4/15 RESEARCH	294.76	
						4578	MAR LANDFILL	7.35	
15023	04/29/05	8,614.00	080	STATE BOARD OF EQUALIZATION		4579	JAN-MAR USE TAX	8,614.00	
15024	04/29/05	435.72	083	THYSSENKRUPP ELEVATOR		4580	APR-JUN ELEV SVC	435.72	
15025	04/29/05	101.02	087	RECOGNITION SERVICES		4581	EMP INCENTIVE 85	101.02	
15026	04/29/05	2,446.19	110	JESSICA GROCERY STORE, INC.		4582	CUSTODIAN SERVICE	2,446.19	
15027	04/29/05	140.30	115	SNAP-ON INDUSTRIAL		4513	PRINTER PAPER ROLL	140.30	
15028	04/29/05	1,980.53	117	GILLIG CORPORATION		4514	REV VEH PARTS	213.10	
						4515	REV VEH PARTS	346.40	
						4516	REV VEH PARTS	448.89	
						4517	REV VEH PARTS	293.20	
						4518	REV VEH PARTS	678.94	
15029	04/29/05	93.86	130	CITY OF WATSONVILLE UTILITIES		4583	3/1-4/1 SAKATA	13.45	
						4584	3/1-4/1 RODRIGUEZ	9.50	
						4585	3/1-4/1 SAKATA	70.91	
15030	04/29/05	427.43	147	ZEE MEDICAL SERVICE CO.		4586	SAFETY SUPPLIES	26.90	
						4587	SAFETY SUPPLIES	227.33	
						4588	SAFETY SUPPLIES	173.20	
15031	04/29/05	476.19	156	PRINT GALLERY, THE		4589	PRINT ROUTE STICKERS	476.19	
15032	04/29/05	481.53	161	OCEAN CHEVROLET INC		4519	REV VEH PARTS FLT	481.53	
15033	04/29/05	12.12	166	HOSE SHOP, THE		4590	VACUUM HOSE/FACIL	12.12	
15034	04/29/05	137.64	167	KEYSTON BROTHERS		4520	OTHER MOBILE SUPPLY	137.64	
15035	04/29/05	3,609.60	180	MANPOWER		4591	TEMP W/E 4/3 ADMIN	1,152.00	
						4592	TEMP/IT 3/20 & 3/27	2,457.60	
15036	04/29/05	9.74	186	WILSON, GEORGE H., INC.		4593	REPAIRS/MAINTENANCE	9.74	

S-2.7

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

DATE: 04/01/05 THRU 04/30/05

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
15037	04/29/05	374.84	210	HOLIDAY MUFFLER SERVICE		4594	OUT REPAIR REV VEH	374.84	
15038	04/29/05	779.40	215A	IKON FINANCIAL SERVICES		4595	4/26-7/25 COPIER/OPS	779.40	
15039	04/29/05	60.00	271	CARLSON, BRENT D., M.D., INC.	7	4596	APR DRUG TESTING	60.00	
15040	04/29/05	347.53	282	GRAINGER		4597	PADLOCK PARK & RIDE	58.41	
						4598	PADLOCKS/BUS STOPS	256.03	
						4599	BATTERIES	33.09	
15041	04/29/05	2,527.66	378	STEWART & STEVENSON		4521	OUT REPAIR REV VEH	173.58	
						4522	REV VEH PARTS	2,138.80	
						4523	REV VEH PARTS	215.28	
15042	04/29/05	1,978.25	395	APPLIED GRAPHICS, INC.		4524	LETTERHEAD - FLEET	378.50	
						4600	DAILY VEH SHEET/OPS	1,599.75	
15043	04/29/05	13.37	418	COUNTY OF SANTA CRUZ		4525	MAR CNG	13.37	
15044	04/29/05	144.59	426	AMERICAN VACUUM COMPANY		4601	BUS WASH VACUUM 136	144.59	
15045	04/29/05	1,860.00	432	EXPRESS PERSONNEL SERVICES		4526	TEMP W/E 4/3 FLEET	930.00	
						4527	TEMP W/E 4/10 FLT	930.00	
15046	04/29/05	53.61	434B	VERIZON CALIFORNIA		4640	MT. BIEWLASKI	53.61	
15047	04/29/05	167.87	436	WEST PAYMENT CENTER		4602	FEB ACCESS CHGS	81.02	
						4603	MAR ACCESS CHGS	86.85	
15048	04/29/05	788.69	448	UNISOURCE		4528	COPY PAPER - FLEET	184.88	
						4604	COPY PAPER/PT	266.05	
						4605	COPY PAPER/ADMIN	337.76	
15049	04/29/05	309.59	493	IMAGING PRODUCTS INTERNATIONAL		4606	PHOTO SUPPLIES/OPS	309.59	
15050	04/29/05	297,086.49	502	CA PUBLIC EMPLOYEES'		4607	MAY MEDICAL INS	297,086.49	
15051	04/29/05	439.43	504	CUMMINS WEST, INC.		4529	REV VEH PARTS	370.78	
						4530	REV VEH PARTS	68.65	
15052	04/29/05	191.92	510	ASCOM HASLER LEASING		4608	MAY EQUIP RENTAL	191.92	
15053	04/29/05	27.00	510A	HASLER, INC.		4609	5/1-5/31 RENTAL/PT	27.00	
15054	04/29/05	509.81	511	LUMINATOR		4531	REV VEH PARTS 452	461.56	
						4532	REV VEH PARTS 44	48.25	
15055	04/29/05	293.48	546	GRANITE ROCK COMPANY		4610	REPAIRS/MAINTENANCE	276.04	
						4641	RPRS/MAINT/CREDIT	17.44	
15056	04/29/05	1,850.00	550	EARTHWORKS	7	4611	ASPHALT PATCH/CHINA	1,850.00	
15057	04/29/05	20.00	561	CITY OF SANTA CRUZ-POLICE DEPT		4612	ALARM REGISTRATION	20.00	
15058	04/29/05	43.34	566	ARROWHEAD MTN SPRING WATER		4533	MAR WATER	43.34	
15059	04/29/05	5,616.00	571	MONTEREY INFORMATION TECH.		4613	PROF/TECH SVCS IT	5,616.00	
15060	04/29/05	1,395.54	664	BAY COUNTIES PITCOCK PETROLEUM		4534	ENGINE OIL/DUB	1,395.54	
15061	04/29/05	74.39	667	CITY OF SCOTTS VALLEY		4614	1/15-3/15 KINGS VLG	74.39	
15062	04/29/05	25.00	688	SALDANA, ERNESTINA	7	4615	PARACRUZ HEARING	25.00	
15063	04/29/05	186.70	729	BROWNCOR INTERNATIONAL		4535	PARTS & SUPPLIES 152	186.70	
15064	04/29/05	1,014.40	733	CLAREMONT BEHAVIORAL SERVICES		4616	MAY EAP PREMIUM	1,014.40	
15065	04/29/05	25.00	744	WRIGHT, LESLEY	7	4617	PARACRUZ HEARING	25.00	
15066	04/29/05	4,380.17	766	KRAFT'S BODY SHOP		4618	OUT REPAIR PT VANS	4,380.17	
15067	04/29/05	2,920.00	804	ORTHOPAEDIC HOSPITAL	7	4619	MAR PROF/TECH SVCS	2,920.00	
15068	04/29/05	42.07	848	SANTA CRUZ ELECTRONICS, INC.		4620	COMPUTER SUPPLIES/IT	42.07	
15069	04/29/05	1,755.00	852	LAW OFFICES OF MARIE F. SANG	7	4621	WORKERS COMP CLAIMS	1,755.00	
15070	04/29/05	37,287.71	875	PACIFICARE DENTAL		4622	MAY DENTAL	37,287.71	
15071	04/29/05	680.00	881	CHARLES M. SALTER ASSOCIATES,		4623	2/16-3/15 TALK BUS	680.00	
15072	04/29/05	37.00	884	UNITED STATES POSTAL SERVICE		4536	POSTAGE FLEET	37.00	
15073	04/29/05	54.00	890	STECK, REINHARD J.		4624	REFUND PT COUPONS	54.00	
15074	04/29/05	9,540.89	909	CLASSIC GRAPHICS		4537	OUT REPAIR REV VEH	1,005.17	

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

DATE: 04/01/05 THRU 04/30/05

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
						4538	OUT REPAIR REV VEH	2,139.86	
						4539	OUT REPAIR REV VEH	3,203.42	
						4540	OUT REPAIR REV VEH	3,192.44	
15075	04/29/05	703.88	950	PARADISE LANDSCAPE	7	4625	APR MAINT/WTC IRRIG	703.88	
15076	04/29/05	519.29	990	CIDDIO-MORRIS ASSOCIATES		4626	WORKERS COMP	519.29	
15077	04/29/05	100.00	B003	BEAUTZ, JAN	7	4629	APR BOARD MTG	100.00	
15078	04/29/05	50.00	B006	HINKLE, MICHELLE	7	4631	APR BOARD MTG	50.00	
15079	04/29/05	100.00	B007	KEOGH, MICHAEL	7	4632	APR BOARD MTG	100.00	
15080	04/29/05	100.00	B011	REILLY, EMILY	7	4634	APR BOARD MTG	100.00	
15081	04/29/05	100.00	B012	SPENCE, PAT	7	4637	APR BOARD MTG	100.00	
15082	04/29/05	50.00	B014	CITY OF WATSONVILLE		4639	APR BOARD MTG	50.00	
15083	04/29/05	100.00	B015	ROTKIN, MIKE	7	4635	APR BOARD MTG	100.00	
15084	04/29/05	100.00	B016	SKILLICORN, DALE	7	4636	APR BOARD MTG	100.00	
15085	04/29/05	100.00	B017	STONE, MARK	7	4638	APR BOARD MTG	100.00	
15086	04/29/05	100.00	B018	BUSTICHI, DENE	7	4630	APR BOARD MTG	100.00	
15087	04/29/05	100.00	B019	HARLAN, STEPHANIE	7	4633	APR BOARD MTG	100.00	
15088	04/29/05	35.00	E210	PEREZ, JOHN		4627	DMV/VTT FEES	35.00	
15089	04/29/05	65.00	E340	FELDER, KRISTAAN		4628	DMV/VTT FEES	65.00	
15090	04/29/05	229.97	M003	WYANT, JUDI		9000324	MED INS PREM REIMB	229.97	
15091	04/29/05	254.52	M005	ROSS, EMERY		9000325	MED INS PREM REIMB	254.52	
15092	04/29/05	459.94	M006	VAN DER ZANDE, ED		9000326	MED INS PREM REIMB	459.94	
15093	04/29/05	750.34	M007	BLAIR-ALWARD, GREGORY		9000327	MED INS PREM REIMB	750.34	
15094	04/29/05	1,075.65	M009	FREEMAN, MARY		9000328	MED INS PREM REIMB	1,075.65	
15095	04/29/05	364.49	M010	SHORT, SLOAN		9000329	MED INS PREM REIMB	364.49	
15096	04/29/05	184.57	M016	HICKLIN, DONALD KENT		9000330	MED INS PREM REIMB	184.57	
15097	04/29/05	413.09	M022	CAPELLA, KATHLEEN		9000331	MED INS PREM REIMB	413.09	
15098	04/29/05	179.92	M024	DOBBS, GLENN		9000332	MED INS PREM REIMB	179.92	
15099	04/29/05	75.17	M056	CRUISE, RICHARD		9000333	MED INS PREM REIMB	75.17	
15100	04/29/05	19.93	M057	PARHAM, WALLACE		9000334	MED INS PREM REIMB	19.93	
15101	04/29/05	19.93	M058	POTEETE, BEVERLY		9000335	MED INS PREM REIMB	19.93	
TOTAL		1,675,897.95		COAST COMMERCIAL BANK			TOTAL CHECKS	299	1,675,897.95

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## Santa Cruz METRO April 2005 Ridership Report

FAREBOX REVENUE AND RIDERSHIP SUMMARY BY ROUTE

ROUTE	REVENUE	RIDERSHIP	UC		UC Staff		S/D		S/D		Cabrillo	Bike	Passes/ Free Rides
			Student		Faculty	Day Pass	Riders	W/C	Day Pass				
10	\$ 1,362.45	28,482	24,436		2,063	16	30	27	4	114	680	1,004	
13	\$ 701.36	13,905	11,912		866	3	19	4	5	98	277	549	
15	\$ 2,382.54	42,120	36,179		2,494	15	60	18	4	321	1,007	1,596	
16	\$ 6,186.86	89,667	77,690		4,221	42	146	56	29	616	2,074	3,198	
19	\$ 1,912.63	28,418	24,468		1,366	19	72	14	24	224	555	1,146	
3B	\$ 1,472.97	3,615	403		62	43	86	14	13	281	106	1,841	
4	\$ 1,051.15	4,308	206		102	19	160	73	39	183	86	2,925	
7	\$ 630.90	1,820	120		57	12	45	9	13	286	32	935	
7N	\$ 1,294.66	2,422	404		108	-	43	16	3	169	79	873	
9	\$ 414.81	611	30		6	5	5	-	-	25	8	283	
12A	\$ 250.95	5,002	4,307		393	4	22	4	2	16	142	121	
12B	\$ 213.46	5,020	4,495		230	1	6	-	-	34	86	118	
20	\$ 1,594.20	18,134	14,971		637	11	40	6	4	318	365	1,104	
31	\$ 1,395.86	2,255	90		39	16	24	9	3	113	117	1,113	
32	\$ 690.36	975	17		3	6	15	12	1	30	32	470	
33	\$ 258.38	577	-		-	1	1	-	-	12	16	397	
34	\$ 201.15	204	1		-	2	-	-	-	1	1	71	
35	\$ 26,810.74	45,404	1,073		430	311	909	126	196	1,944	1,586	24,903	
40	\$ 1,832.49	2,084	76		17	52	35	3	14	26	71	890	
41	\$ 1,158.13	1,835	260		148	19	24	1	27	35	146	672	
42	\$ 1,043.98	1,437	189		80	3	29	3	4	56	151	447	
53	\$ 555.81	1,083	6		3	9	94	52	15	69	11	587	
54	\$ 541.85	943	6		4	4	38	12	5	171	49	384	
55	\$ 1,188.06	3,831	48		24	15	71	75	23	1,433	107	1,580	
56	\$ 499.26	1,105	1		12	9	18	22	4	287	30	474	
66	\$ 10,352.13	17,288	1,302		538	126	565	103	76	996	444	7,553	
68	\$ 6,662.10	11,807	1,619		346	138	321	88	33	528	245	5,048	
69	\$ 6,383.55	12,541	1,777		455	82	346	78	44	591	354	5,507	
69A	\$ 18,610.47	26,565	1,814		627	206	992	248	115	834	696	10,658	
69N	\$ 1,601.11	3,473	554		159	1	57	19	3	424	155	1,269	
69W	\$ 19,002.19	29,497	1,556		626	209	812	254	160	3,205	818	11,603	
70	\$ 2,951.87	7,448	203		122	42	153	45	35	2,571	265	2,606	
71	\$ 56,595.36	79,634	2,761		1,306	419	2,526	371	366	10,212	2,534	27,745	
72	\$ 4,325.08	4,540	5		31	53	208	16	42	179	101	1,549	
74	\$ 2,842.88	3,236	13		10	31	158	8	13	105	42	1,241	
75	\$ 8,205.80	8,459	12		29	98	457	28	68	181	175	2,925	
76	\$ 933.59	977	-		11	11	64	4	11	6	17	359	
79	\$ 1,592.61	1,843	3		25	20	176	85	38	88	31	681	
88	\$ 5.25	22	1		2	-	1	2	-	-	-	14	
91	\$ 3,892.85	5,669	178		159	101	86	8	29	924	246	1,900	
Unknown	\$ 142.34	135	-		32	1	-	-	1	-	1	1	
<b>TOTAL</b>	<b>\$ 200,257.67</b>	<b>522,602</b>	<b>216,446</b>		<b>18,053</b>	<b>2,189</b>	<b>8,934</b>	<b>1,915</b>	<b>1,469</b>	<b>27,767</b>	<b>14,038</b>	<b>128,699</b>	

ROUTE	REVENUE	RIDERSHIP	VTA/SC	17	S/D	ECO	Monthly Pass				
			Day Pass	CalTrain	Day Pass	Riders		W/C	METRO	Pass	
17	\$ 33,118.47	18,183	20	92	122	1,015	28	4,101	96	928	9,708

RIDERSHIP	
Night Owl	3,817
-	-
-	-
<b>TOTAL</b>	<b>3,817</b>

<b>April Ridership</b>	<b>544,602</b>
<b>April Revenue</b>	<b>\$ 233,700.34</b>

BUS OPERATOR LIFT TEST \*PULL-OUT\*

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

S-3.2

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

PASSENGER LIFT PROBLEMS

MONTH OF APRIL 2005

BUS #	DATE	DAY	REASON
2206CG	9-Apr	Saturday	Kneel comes up slowly
8075F	12-Apr	Tuesday	Kneel won't stay down
8095F	14-Apr	Thursday	Lift won't stow from the top
9827LF	22-Apr	Friday	Kneel light does not show on dash when in kneel position

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

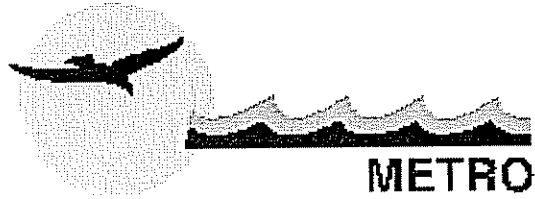
Note: Lift operating problems that cause delays of less than 30 minutes.

5-3.3

Service Interruption Summary Report  
Lift Problems  
04/01/2005 to 04/30/2005

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

S-3.4



## **Agenda**

### **Metro Advisory Committee**

6:00 pm  
May 18, 2005  
920 Pacific Avenue  
Santa Cruz, California

- I. Roll Call
- II. Agenda Additions/ Deletions
- III. Oral/Written Communication
  - a. E-Mail from Piet Canin      Re: Santa Cruz Area TMA AB2677 Proposal
- IV. Consideration of Minutes of April 20, 2005 MAC Meeting
- V. Discussion of Holiday Service
- VI. Discussion of METRO Smoking Policy
- VII. Discussion of METRO's Website
- VIII. Review Courtesy Rules for Bus Riders
- IX. Discussion of UCSC and Cabrillo College Student Orientation to METRO
- X. Consideration of Selling Cards for Bike Lockers at METRO Center
- XI. Consideration of Appointment of a MAC member to Attend BSAC Meetings
- XII. Communications to METRO General Manager
- XIII. Communications to METRO Board of Directors
- XIV. Items for Next Meeting Agenda

S-5.1

XV. Adjournment

Next Meeting: Wednesday June 15, 2005 @ 6:00 pm  
Santa Cruz Metro Center Conference Room  
Santa Cruz Metro Center

5-5.2

**REVISED**

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT**

**Minutes- METRO Advisory Committee (MAC)**

**March 16, 2005**

---

A Regular Meeting of the METRO Advisory Committee (MAC) met on Wednesday, March 16, 2005 at the METRO Center Conference Room, 920 Pacific Avenue, Santa Cruz, CA.

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

**1. ROLL CALL:**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Dennis Papadopulo  
James Sheldon

**VISITORS PRESENT**

Bonnie Morr, UTU Local 23  
Jeff North, UTU Local 23

**STAFF PRESENT**

Steve Paulson, ParaCruz Administrator  
Leslie White, General Manager

**2. AGENDA ADDITIONS/DELETIONS**

None.

**LESLEY WRIGHT ARRIVED AT 6:05 P.M.**

**3. ORAL/WRITTEN COMMUNICATIONS**

Oral: Norm Hagen requested a meeting with Director Tavantzis, Leslie White, Dave Williams, and himself. The purpose of the meeting will be a discussion of METRO's routes 74 and 79. Chair Marcelin-Sampson agreed to coordinate the meeting and he suggested that discussion of these routes be placed on a future MAC Agenda. There were no objections.

Oral: Lesley Wright advised that MAC member Dennis Papadopulo has been hospitalized for a few days due to a respiratory problem.

Oral: General Manager Les White advised that Piet Canin contacted him to request that fold-up bikes on buses be placed on the April 20<sup>th</sup> MAC Agenda. Mr. White advised that Director Rotkin has requested a meeting with Mr. White and any MAC members who would have an interest in Route 20. He advised that Larry Pageler of TAPS would be a participant. Chair Marcelin-Sampson agreed to participate in the meeting. There were no objections.

5-5.3

REVISED

Minutes– METRO Advisory Committee  
March 16, 2005  
Page 2

Oral: Stuart Rosenstein requested that the MAC Minutes from February 16, be revised to reflect that his absence was due to health issues. Chair Marcelin-Sampson stated that the record should reflect that Mr. Rosenstein received an excused absence from the February 16, 2005 MAC Meeting.<sup>1</sup> There were no objections. Discussion ensued as to what, if any, communication from MAC to METRO staff that have retired or resigned would be appropriate. Stuart also requested that a future MAC agenda include a discussion of no holiday bus service.

Oral: Les White commented that it was his understanding that Dennis Papadopulo's absence from the March 16, 2005 MAC meeting would be an excused absence. There were no objections.

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

**ACTION: MOTION: ROBERT YOUNT SECOND: MATTHEW MELZER**

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

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

**5. STAFF CHANGES AT METRO**

Les White discussed the recent departures from METRO of Bryant Baehr and David Konno. He provided details as to the planned restructuring and utilizing of current staff resources. He explained how the restructuring will save the District approximately \$84,000. Mr. White stated that he would provide MAC with a copy of METRO's Organizational Chart.

**6. CONSIDERATION OF PARACRUZ NO SHOW POLICY**

Mr. White synopsised the current and proposed ParaCruz no show policies. He explained the legalities involved should METRO automatically cancel remaining legs of no show trips. Discussion ensued as to development of an easy to understand information page. The information page would accompany the no show policy. Also discussed was the fact that reduction of no shows would result in cost savings to METRO.

**ACTION: MOTION: JEFF LE BLANC SECOND: PAUL-MARCELIN-SAMPSON**

**1) MAC RECOMMENDS THAT THE PREAMBLE OF THE FIRST PARAGRAPH OF THE MISSION STATEMENT OF THE POLICY BE EXPANDED SOMEWHAT TO EXPLAIN THE COSTS OF NO SHOWS; AND 2) THAT A QUESTION AND ANSWER FOR MOST COMMON FREQUENTLY ASKED QUESTIONS BE ADDED BOTH TO THE POLICY AND TO ANY BROCHURES THAT GOES TO CLIENTS EXPLAINING THE POLICY; AND 3) THAT STAFF CONSIDER AN INCENTIVE POLICY FOR A YEAR'S WORTH OF CLEAN NO SHOWS**

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

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

**7. POSTING COURTESY RULES ON BUSES**

Bonnie Morr stated that she would be willing to work on development of courtesy rules for bus passengers.

**8. DISCUSSION OF MAC MEETING TIMES**

Discussion ensued as to how the current MAC meetings times were established. It was noted that no current MAC members reside in Scotts Valley. The fact that outreach to the public may result in MAC membership becoming more representative of the entire county was discussed. Bonnie Morr provided her thoughts as to the benefits to MAC of public outreach. Discussion ensued as to the fact that recruitment to MAC may be dependent on what time of day the meetings are held. **There was some discussion of meeting times and outreach to working people.**

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

Bob Yount gave an update of his recent activities relating to his efforts toward the elimination of cigarette smoking in public places. Discussion ensued as to how to go about delivering a message to the public that will result in voluntary compliance with no smoking policies. Les White advised that District Counsel Margaret Gallagher is in the process of developing METRO's no smoking policy. He echoed the stated opinion that voluntary compliance with a policy largely depends on how the message is delivered.

**10. DISCUSSION OF FEASIBILITY OF REDUCED FARES FOR METRO SERVICE**

Dan Alper described, through his experience as a volunteer with Friends Outside, the plight of people who are released from police custody in the middle of the night. He said that it was his opinion that if bus passes could be provided to those served by Friends Outside, that a reduction in the recidivism rate could be realized. Mr. White synopsised METRO's revenue sources as well as the proposed State funding for the Department of Corrections. He explained that a number of organizations want bus passes. Dan Alper stated that the dollar amount of his request would amount to not more than a couple hundred dollars. Discussion ensued as to various agencies and how they manage their bus pass programs. Dan Alper offered to provide MAC with additional information relative to his request.

**11. DISCUSSION OF UCSC AND CABRILLO COLLEGE STUDENT ORIENTATION TO METRO**

Jeff North detailed his experience of driving a bus on the UCSC campus. Matthew Melzer stated that METRO's website could be modified to assist students with orientation to campus bus service. Chair Marcelin-Sampson stated that this topic should remain as an active MAC agenda item.

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

**MAC RECOMMENDS TO THE BOARD THAT METRO OVERHAUL ITS WEBSITE TO INFORM MARKETABILITY, STUDENT ORIENTATION AND ADA COMPLIANCE**

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

Les White explained the legalities involved relative to ADA compliant website preparation. Discussion ensued as to the prioritization and funding of an updated website.

**12. COMMUNICATIONS TO THE GENERAL MANAGER**

None.

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

None.


**13. ITEMS FOR NEXT MEETING AGENDA**

- Discussion of Fold-Up Bikes on Buses
- Discussion of Holiday Service
- Discussion of METRO's Website
- Service Meetings for Watsonville for the 74 and 79 Bus Routes
- Discussion of Feasibility of Reduced Fares for METRO Service

**ADJOURN**

There being no further business, Chair Marcelin-Sampson thanked everyone for participating, and he adjourned the meeting at 7:45 p.m.

Respectfully submitted,



DEBI PRINCE  
ADMINISTRATIVE SECRETARY

5-5.6

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** May 27, 2005  
**TO:** Board of Directors  
**FROM:** Elisabeth Ross, Finance Manager  
**SUBJECT:** MONTHLY BUDGET STATUS REPORT FOR MARCH 2005, AND APPROVAL OF BUDGET TRANSFERS

## I. RECOMMENDED ACTION

**Staff recommends that the Board of Directors approve the budget transfers for the period April 1 – 30, 2005.**

## II. SUMMARY OF ISSUES

- Operating revenue for the year to date totals \$25,291,754 or \$225,950 over the amount of revenue expected to be received during the first nine months of the fiscal year, based on the budget revised in April.
- Total operating expenses for the year to date, in the amount of \$22,822,282, are at 69.0% of the revised budget.
- A total of \$5,113,701 has been expended through March 31<sup>st</sup> for the FY 04-05 Capital Improvement Program.

## III. DISCUSSION

An analysis of the District's budget status is prepared monthly in order to apprise the Board of Directors of the District's actual revenues and expenses in relation to the adopted operating and capital budgets for the fiscal year. The attached monthly revenue and expense report represents the status of the District's FY 04-05 budget as of March 31, 2005. The fiscal year is 75.0% elapsed.

### A. Operating Revenues

Revenues are \$225,950 over the amount projected to be received for the period. Passenger fares are \$180,353 under budget projections due to lower farebox revenue than anticipated. Sales tax revenue is \$241,704 over the budgeted amount since the March 2005 wrap-up payment was higher than projected. Variances are explained in the notes following the report.

### B. Operating Expenses

Operating expenses for the year to date total \$22,822,282 or 69.0% of the revised budget, with 75.0% of the year elapsed. Variances are explained in the notes following the report.

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**C. Capital Improvement Program**

For the year to date, a total of \$5,113,701 has been expended on the Capital Improvement Program, with \$4,415,949 spent on the MetroBase project.

**IV. FINANCIAL CONSIDERATIONS**

Approval of the budget transfers will increase some line item expenses and decrease others. Overall, the changes are expense-neutral.

**V. ATTACHMENTS**

**Attachment A:** Revenue and Expense Report for March 2005, and Budget Transfers

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MONTHLY REVENUE AND EXPENSE REPORT  
OPERATING REVENUE - MARCH 2005

Attachment **A**

Operating Revenue	FY 04-05 Budgeted for Month	FY 04-05 Actual for Month	FY 04-05 Budgeted YTD	FY 03-04 Actual YTD	FY 04-05 Actual YTD	YTD Variance from Budgeted	
Passenger Fares	\$ 337,231	\$ 294,609	\$ 2,926,400	\$ 2,845,863	\$ 2,619,764	\$ (306,636)	
Paratransit Fares	\$ 28,884	\$ 23,489	\$ 244,085	\$ 188,891	\$ 184,417	\$ (59,668)	
Special Transit Fares	\$ 219,822	\$ 223,351	\$ 1,560,505	\$ 1,490,125	\$ 1,672,841	\$ 112,336	
Highway 17 Revenue	\$ 89,693	\$ 93,859	\$ 718,516	\$ 503,286	\$ 792,131	\$ 73,615	
<i>Subtotal Passenger Rev</i>	\$ 675,630	\$ 635,308	\$ 5,449,506	\$ 5,028,165	\$ 5,269,153	\$ (180,353)	See Note 1
Advertising Income	\$ 7,500	\$ 865	\$ 22,500	\$ 17,509	\$ 46,805	\$ 24,305	See Note 2
Commissions	\$ 617	\$ 304	\$ 5,550	\$ 5,551	\$ 5,053	\$ (497)	
Rent Income	\$ 11,718	\$ 11,466	\$ 118,153	\$ 114,157	\$ 170,195	\$ 52,042	See Note 3
Interest - General Fund	\$ 29,705	\$ 47,118	\$ 224,076	\$ 212,188	\$ 313,184	\$ 89,108	See Note 4
Non-Transportation Rev	\$ 500	\$ 78	\$ 4,500	\$ 10,151	\$ 4,141	\$ (359)	
Sales Tax Income	\$ 1,133,521	\$ 1,482,412	\$ 11,760,088	\$ 11,520,807	\$ 12,001,792	\$ 241,704	See Note 5
TDA Funds	\$ 1,324,980	\$ 1,324,980	\$ 4,088,272	\$ 4,026,433	\$ 4,088,272	\$ -	
FTA Op Asst - Sec 5307	\$ -	\$ -	\$ 2,950,231	\$ 2,804,435	\$ 2,950,231	\$ -	
FTA Op Asst - Sec 5311	\$ -	\$ -	\$ 92,928	\$ 65,704	\$ 92,928	\$ -	
FTA Op Asst Advance	\$ -	\$ -	\$ 350,000	\$ -	\$ 350,000	\$ -	
FY 03-04 Carryover	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Transfer from Reserves	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Transfer from Insurance Reserves	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Transfer - Proj Mgr	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>Total Operating Revenue</b>	<b>\$ 3,184,170</b>	<b>\$ 3,502,531</b>	<b>\$ 25,065,804</b>	<b>\$ 23,805,100</b>	<b>\$ 25,291,754</b>	<b>\$ 225,950</b>	

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**MONTHLY REVENUE AND EXPENSE REPORT  
OPERATING EXPENSE SUMMARY - MARCH 2005**

	FY 04-05 Final Budget	FY 04-05 Revised Budget	FY 03-04 Expended YTD	FY 04-05 Expended YTD	Percent Expended of Budget	
<b>PERSONNEL ACCOUNTS</b>						
Administration	\$ 917,905	\$ 886,052	\$ 603,920	\$ 671,185	75.8%	See Note 6
Finance	\$ 552,664	\$ 559,153	\$ 366,094	\$ 383,939	68.7%	
Customer Service	\$ 490,027	\$ 490,248	\$ 335,484	\$ 316,655	64.6%	
Human Resources	\$ 353,462	\$ 349,052	\$ 282,315	\$ 187,617	53.8%	
Information Technology	\$ 438,670	\$ 408,774	\$ 311,372	\$ 265,123	64.9%	
District Counsel	\$ 376,655	\$ 349,116	\$ 218,887	\$ 229,717	65.8%	
Facilities Maintenance	\$ 1,050,695	\$ 1,050,901	\$ 732,071	\$ 722,839	68.8%	
Paratransit Program	\$ 236,906	\$ 1,828,906	\$ 151,026	\$ 1,039,067	56.8%	See Note 7
Operations	\$ 1,921,272	\$ 1,908,403	\$ 1,351,233	\$ 1,355,935	71.1%	
Bus Operators	\$ 12,661,130	\$ 12,666,947	\$ 8,853,582	\$ 8,894,376	70.2%	
Fleet Maintenance	\$ 4,046,043	\$ 3,978,125	\$ 2,614,866	\$ 2,663,190	66.9%	
Retired Employees/COBRA	\$ 955,033	\$ 1,020,679	\$ 558,502	\$ 702,414	68.8%	
<b>Total Personnel</b>	<b>\$ 24,000,462</b>	<b>\$ 25,496,356</b>	<b>\$ 16,379,351</b>	<b>\$ 17,432,056</b>	<b>68.4%</b>	
<b>NON-PERSONNEL ACCOUNTS</b>						
Administration	\$ 568,070	\$ 582,070	\$ 392,669	\$ 399,142	68.6%	
Finance	\$ 899,457	\$ 899,919	\$ 647,313	\$ 665,263	73.9%	
Customer Service	\$ 92,060	\$ 96,060	\$ 60,209	\$ 71,195	74.1%	
Human Resources	\$ 31,603	\$ 35,273	\$ 24,245	\$ 26,715	75.7%	See Note 8
Information Technology	\$ 92,235	\$ 140,937	\$ 49,610	\$ 121,143	86.0%	See Note 9
District Counsel	\$ 11,340	\$ 39,135	\$ 10,067	\$ 14,811	37.8%	
Risk Management	\$ 254,870	\$ 254,915	\$ 55,591	\$ 131,645	51.6%	
Facilities Maintenance	\$ 449,100	\$ 465,161	\$ 303,118	\$ 251,082	54.0%	
Paratransit Program	\$ 2,743,186	\$ 1,543,435	\$ 1,677,113	\$ 1,213,853	78.6%	See Note 10
Operations	\$ 578,730	\$ 578,774	\$ 305,261	\$ 345,019	59.6%	
Bus Operators	\$ 7,000	\$ 7,000	\$ 2,736	\$ 2,109	30.1%	
Fleet Maintenance	\$ 2,868,265	\$ 2,885,915	\$ 1,769,559	\$ 2,148,219	74.4%	
Op Prog/SCCIC	\$ 300	\$ 300	\$ -	\$ 30	10.0%	
Prepaid Expense	\$ -	\$ -	\$ -	\$ -	0.0%	
<b>Total Non-Personnel</b>	<b>\$ 8,596,216</b>	<b>\$ 7,528,894</b>	<b>\$ 5,297,491</b>	<b>\$ 5,390,226</b>	<b>71.6%</b>	
<b>Subtotal Operating Expense</b>	<b>\$ 32,596,678</b>	<b>\$ 33,025,250</b>	<b>\$ 21,676,842</b>	<b>\$ 22,822,282</b>	<b>69.1%</b>	
One-Time Paratransit Expenses	\$ 350,000	\$ 37,428	\$ -	\$ -	0.0%	
Contingency Fund	\$ 300,000	\$ -	\$ -	\$ -	0.0%	
<b>Total Operating Expense</b>	<b>\$ 33,246,678</b>	<b>\$ 33,062,678</b>	<b>\$ 21,676,842</b>	<b>\$ 22,822,282</b>	<b>69.0%</b>	
<b>YTD Operating Revenue Over YTD Expense</b>				<b>\$ 2,469,472</b>		

**CONSOLIDATED OPERATING EXPENSE  
MARCH 2005**

	FY 04-05 Final Budget	FY 04-05 Revised Budget	FY 03-04 Expended YTD	FY 04-05 Expended YTD	% Exp YTD of Budget	
<b>LABOR</b>						
Operators Wages	\$ 6,753,430	\$ 7,430,402	\$ 4,379,862	\$ 4,876,168	65.6%	
Operators Overtime	\$ 1,020,350	\$ 1,110,350	\$ 968,091	\$ 894,864	80.6%	See Note 11
Other Salaries & Wages	\$ 6,173,059	\$ 6,050,533	\$ 4,032,977	\$ 4,104,478	67.8%	
Other Overtime	\$ 165,700	\$ 192,616	\$ 201,079	\$ 102,030	53.0%	
	\$ 14,112,539	\$ 14,783,901	\$ 9,582,009	\$ 9,977,540	67.5%	
<b>FRINGE BENEFITS</b>						
Medicare/Soc Sec	\$ 161,240	\$ 176,478	\$ 106,145	\$ 113,764	64.5%	
PERS Retirement	\$ 1,510,704	\$ 1,600,993	\$ 758,300	\$ 1,029,297	64.3%	
Medical Insurance	\$ 2,908,041	\$ 3,288,358	\$ 1,883,977	\$ 2,605,262	79.2%	See Note 12
Dental Plan	\$ 460,743	\$ 520,945	\$ 283,688	\$ 355,286	68.2%	
Vision Insurance	\$ 125,100	\$ 140,610	\$ 86,189	\$ 97,789	69.5%	
Life Insurance	\$ 61,065	\$ 68,330	\$ 38,971	\$ 31,147	45.6%	
State Disability Ins	\$ 217,937	\$ 260,616	\$ 111,168	\$ 135,113	51.8%	
Long Term Disability Ins	\$ 237,221	\$ 250,467	\$ 157,459	\$ 155,531	62.1%	
Unemployment Insurance	\$ 71,243	\$ 91,750	\$ 59,099	\$ 70,476	76.8%	See Note 13
Workers Comp	\$ 1,473,634	\$ 1,489,828	\$ 1,462,096	\$ 873,049	58.6%	
Absence w/ Pay	\$ 2,628,861	\$ 2,780,518	\$ 1,832,499	\$ 1,968,062	70.8%	
Other Fringe Benefits	\$ 32,135	\$ 35,356	\$ 17,750	\$ 19,741	55.8%	
	\$ 9,887,923	\$ 10,704,249	\$ 6,797,342	\$ 7,454,516	69.6%	
<b>SERVICES</b>						
Acctng/Admin/Bank Fees	\$ 311,700	\$ 311,700	\$ 181,765	\$ 224,818	72.1%	
Prof/Legis/Legal Services	\$ 389,680	\$ 358,748	\$ 228,589	\$ 184,111	51.3%	
Temporary Help	\$ -	\$ 94,640	\$ -	\$ 59,504	62.9%	
Custodial Services	\$ 83,800	\$ 95,800	\$ 60,238	\$ 52,212	54.5%	
Uniforms & Laundry	\$ 37,500	\$ 54,478	\$ 23,632	\$ 37,415	68.7%	
Security Services	\$ 392,555	\$ 392,555	\$ 189,691	\$ 226,203	57.6%	
Outside Repair - Bldgs/Eqmt	\$ 186,546	\$ 193,539	\$ 107,888	\$ 122,085	63.1%	
Outside Repair - Vehicles	\$ 274,563	\$ 315,883	\$ 206,435	\$ 165,258	52.3%	
Waste Disp/Ads/Other	\$ 86,159	\$ 80,743	\$ 58,720	\$ 69,496	86.1%	See Note 14
	\$ 1,762,503	\$ 1,898,086	\$ 1,056,959	\$ 1,141,102	60.1%	
<b>CONTRACT TRANSPORTATION</b>						
Contract Transportation	\$ 100	\$ -	\$ -	\$ -	0.0%	
Paratransit Service	\$ 2,606,136	\$ 1,064,000	\$ 1,572,423	\$ 942,292	88.6%	See Note 15
	\$ 2,606,236	\$ 1,064,000	\$ 1,572,423	\$ 942,292	88.6%	
<b>MOBILE MATERIALS</b>						
Fuels & Lubricants	\$ 1,560,314	\$ 1,655,754	\$ 897,587	\$ 1,224,842	74.0%	
Tires & Tubes	\$ 164,000	\$ 170,000	\$ 110,360	\$ 129,871	76.4%	See Note 16
Other Mobile Supplies	\$ 6,000	\$ 13,500	\$ 2,740	\$ 10,852	80.4%	See Note 17
Parts Credit	\$ -	\$ -	\$ (78,586)	\$ -	0.0%	
Revenue Vehicle Parts	\$ 344,000	\$ 359,000	\$ 300,121	\$ 315,626	87.9%	See Note 18
	\$ 2,074,314	\$ 2,198,254	\$ 1,232,222	\$ 1,681,190	76.5%	

**CONSOLIDATED OPERATING EXPENSE  
MARCH 2005**

	FY 04-05 Final Budget	FY 04-05 Revised Budget	FY 03-04 Expended YTD	FY 04-05 Expended YTD	% Exp YTD of Budget	
<b>OTHER MATERIALS</b>						
Postage & Mailing/Freight	\$ 23,174	\$ 31,374	\$ 11,832	\$ 15,926	50.8%	
Printing	\$ 68,925	\$ 83,293	\$ 33,393	\$ 45,194	54.3%	
Office/Computer Supplies	\$ 51,284	\$ 89,518	\$ 32,965	\$ 60,829	68.0%	
Safety Supplies	\$ 18,375	\$ 21,018	\$ 10,123	\$ 8,772	41.7%	
Cleaning Supplies	\$ 56,100	\$ 54,170	\$ 28,471	\$ 26,932	49.7%	
Repair/Maint Supplies	\$ 65,000	\$ 67,881	\$ 43,179	\$ 35,263	51.9%	
Parts, Non-Inventory	\$ 42,000	\$ 43,000	\$ 21,596	\$ 28,142	65.4%	
Tools/Tool Allowance	\$ 9,600	\$ 15,500	\$ 3,848	\$ 7,311	47.2%	
Promo/Photo Supplies	\$ 11,645	\$ 10,145	\$ 2,416	\$ 4,115	40.6%	
	\$ 346,103	\$ 415,899	\$ 187,824	\$ 232,486	55.9%	
<b>UTILITIES</b>						
	\$ 310,305	\$ 362,105	\$ 222,921	\$ 237,916	65.7%	
<b>CASUALTY &amp; LIABILITY</b>						
Insurance - Prop/PL & PD	\$ 582,000	\$ 582,506	\$ 460,857	\$ 436,401	74.9%	
Settlement Costs	\$ 150,000	\$ 150,000	\$ 34,942	\$ 117,710	78.5%	See Note 19
Repairs to Prop	\$ -	\$ -	\$ (16,352)	\$ (14,963)	0.0%	See Note 20
Prof/Other Services	\$ -	\$ -	\$ -	\$ -	0.0%	
	\$ 732,000	\$ 732,506	\$ 479,447	\$ 539,147	73.6%	
<b>TAXES</b>						
	\$ 48,594	\$ 48,539	\$ 30,928	\$ 32,220	66.4%	
<b>MISC EXPENSES</b>						
Dues & Subscriptions	\$ 51,176	\$ 52,071	\$ 32,336	\$ 31,831	61.1%	
Media Advertising	\$ -	\$ -	\$ 40	\$ 9,891	0.0%	
Employee Incentive Program	\$ 7,820	\$ 7,820	\$ 7,013	\$ 4,438	56.8%	
Training	\$ 5,900	\$ 5,585	\$ 8,515	\$ 348	6.2%	
Travel	\$ 19,915	\$ 20,015	\$ 18,380	\$ 5,324	26.6%	
Other Misc Expenses	\$ 17,900	\$ 17,700	\$ 11,405	\$ 11,948	67.5%	
	\$ 102,711	\$ 103,191	\$ 77,688	\$ 63,781	61.8%	
<b>OTHER EXPENSES</b>						
Leases & Rentals	\$ 613,450	\$ 714,521	\$ 437,080	\$ 520,092	72.8%	
	\$ 613,450	\$ 714,521	\$ 437,080	\$ 520,092	72.8%	
One-Time Paratransit Exp	\$ 350,000	\$ 37,428	\$ -	\$ -		
Contingency Fund	\$ 300,000	\$ -	\$ -	\$ -		
<b>Total Operating Expense</b>	<b>\$ 33,246,678</b>	<b>\$ 33,062,678</b>	<b>\$ 21,676,842</b>	<b>\$ 22,822,282</b>	<b>69.0%</b>	



**MONTHLY REVENUE AND EXPENSE REPORT  
FY 04-05 CAPITAL IMPROVEMENT PROGRAM**

<b>CAPITAL PROJECTS</b>	<b>Revised Program Budget</b>	<b>Expended in March</b>	<b>YTD Expended</b>
<b>Grant Funded Projects</b>			
MetroBase	\$ 16,000,000	\$ 610,854	\$ 4,415,949
Urban Bus Replacement	\$ 1,675,432		\$ 473,502
Short Range Transit Plan	\$ 100,000		
	\$ 17,775,432		
<b>District Funded Projects</b>			
Bus Stop Imprvmts/Bus Shelter Projects	\$ 94,200	\$ 8,095	\$ 23,482
IT Projects including GIRO carryover	\$ 16,500		\$ 13,119
Facilities Repairs & Improvements	\$ 37,500		
Non-Revenue Vehicle Replacement	\$ 195,000		
Office Equipment	\$ 33,900		\$ 27,569
Diagnostic Scanner/Storage Containers	\$ 16,000		\$ 15,648
ParaCruz Equipment	\$ 189,500	\$ 7,958	\$ 144,432
	\$ 582,600		
<b>TOTAL CAPITAL PROJECTS</b>	\$ 18,358,032	\$ 626,907	\$ 5,113,701
<b>CAPITAL FUNDING SOURCES</b>			
	<b>Budget</b>	<b>Received in March</b>	<b>YTD Received</b>
Federal Capital Grants	\$ 14,140,345	\$ -	\$ 3,114,231
Federal Planning Funds	\$ 60,000	\$ -	\$ -
State/Local Capital Grants	\$ -	\$ -	\$ -
STA Funding	\$ 982,569	\$ -	\$ 470,809
Transfer from Operating Budget	\$ 189,500	\$ -	\$ 81,500
Bus Stop Improvement Reserves	\$ 39,200	\$ -	\$ -
District Reserves	\$ 2,946,418	\$ 626,907	\$ 1,447,161
<b>TOTAL CAPITAL FUNDING</b>	\$ 18,358,032	\$ 626,907	\$ 5,113,701

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**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
NOTES TO REVENUE AND EXPENSE REPORT**

1. Passenger fares (farebox and pass sales) are \$306,636 or 10% under the final budget amount for the year to date. Paratransit fares are \$59,668 or 24% under budget. Special transit fares (contracts) are \$112,336 or 7% over the budgeted amount. Highway 17 Express revenue is \$73,615 or 10% over the year to date budgeted amount. Together, all four passenger revenue accounts are under the budgeted amount for the first nine months of the fiscal year by a net \$180,353 or 3%.
2. Advertising income is \$24,305 over budget due to sales of exterior ads on buses. Sales had been projected to begin in January 2005 but some ads were sold earlier. Any extra revenue will be used to offset program start-up costs.
3. Rent income is \$52,042 over budget due to payment of temporary rent by A Tool Shed pending relocation and continued payments by Truck Drivers Institute for use of the Sakata Lane property.
4. Interest income is \$89,108 over budget due to higher interest rates, and a higher treasury balance than projected for the period.
5. Sales tax income is \$241,704 over budget for the first nine months since the March wrap-up payment was higher than anticipated. For the October – December 2004 sales period, sales tax revenue for the District was up 6.6% over the previous year, while the budget projected a 2.0% increase.
6. Administration personnel expense is at 75.8% of the budget due to high workers' comp expenses during the period.
7. Paratransit program personnel expense is only at 56.8% of the budget since hiring of additional ParaCruz staff did not occur until the third month of the fiscal year.
8. Human Resources non-personnel expense is at 75.7% of the budget due to recruitment costs.
9. Information Technology non-personnel expense is at 86.0% of the budget due to volume purchases of IT supplies, payment of annual maintenance agreements and use of temporary help.
10. Paratransit program non-personnel expense is at 78.6% of the budget due to payment to Community Bridges for contract services from July to October 2004. As of November 1, 2004, the major costs shifted to personnel expenses (see Note 7).
11. Operators overtime is at 80.6% of the budget due to shift coverage for the ParaCruz department required by current vacancies, as well as fixed route Bus Operator overtime to cover shifts of employees on leave.
12. Medical insurance is at 79.2% of the budget due to the payment of April premiums during the March period.
13. Unemployment insurance is at 76.8% of the budget because this payroll tax is charged on a calendar year basis. Most of the costs are expended in the first two months of the calendar year.

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14. Waste disposal/ads/other is at 86.1% of the budget due to expenses associated with the sale of the Sakata property.
15. Contract paratransit service is at 88.6% of the budget since most of this account covers the Community Bridges billings for July to October 2004. The balance is being used to pay for contract taxicab services to supplement District service.
16. Tires and tubes expense is at 76.4% of the budget due to ParaCruz start-up costs.
17. Other mobile supplies expense is at 80.4% of the budget due to volume purchase of upholstery supplies.
18. Revenue vehicle parts are at 87.9% of the budget since monthly charges to this account fluctuate from month to month depending on the parts needed for repairs.
19. Settlement costs are at 78.5% of the budget due to a settlement in the amount of \$90,000 paid during the period.
20. Repairs to property is a casualty and liability account to which repairs to District vehicles and property are charged when another party is liable for the damage. All collections made from other parties for property repair are applied to this account to offset the District's repair costs.

**FY 04-05 BUDGET TRANSFERS**  
**4/1/05-4/30/05**

	ACCOUNT #	ACCOUNT TITLE	AMOUNT
<b>TRANSFER # 05-023</b>			
TRANSFER FROM:	501021-1100	Other Salaries	\$ (14,000)
TRANSFER TO:	503041-1100	Temporary Help	\$ 14,000
REASON:	To cover expected expenditures during recruitment in the Administration Department.		
<b>TRANSFER # 05-024</b>			
TRANSFER FROM:	504011-4100	Fuels & Lubricants	\$ (3,000)
TRANSFER TO:	504161-4100	Other Mobile Supplies	\$ 1,000
	504317-4100	Cleaning Supplies	\$ 2,000
			\$ 3,000
REASON:	To cover expected expenditures in the Fleet Maintenance Department for the remainder of FY 04-05.		
<b>TRANSFER # 05-025</b>			
TRANSFER FROM:	503031-1400	Prof/Tech & Fees	\$ (600)
TRANSFER TO:	509011-1400	Dues & Subscriptions	\$ 600
REASON:	To cover account overruns in the Human Resources Department.		
<b>TRANSFER # 05-026</b>			
TRANSFER FROM:	504211-1400	Postage & Mailing	\$ (150)
TRANSFER TO:	504215-1400	Printing	\$ 50
	504311-1400	Office Supplies	\$ 100
			\$ 150
REASON:	To cover account overruns in the Human Resources Department.		
<b>TRANSFER # 05-027</b>			
TRANSFER FROM:	504211-1300	Postage & Mailing	\$ (1,500)
	504217-1300	Photo Supply/Processing	\$ (2,000)
	504311-1300	Office Supplies	\$ (2,000)
	507201-1300	Licenses & Permits	\$ (1,000)
			\$ (6,500)
TRANSFER TO:	504215-1300	Printing	\$ 6,500
REASON:	To cover account overrun in the Customer Service Department.		

**5-6.98**

**FY 04-05 BUDGET TRANSFERS**  
**4/1/05-4/30/05**

	ACCOUNT #	ACCOUNT TITLE	AMOUNT
<b>TRANSFER # 05-028</b>			
TRANSFER FROM:	501021-3200	Other Salaries	\$ (25,000)
	503352-3200	Equipment Repair - Out	\$ (700)
	504305-3200	Contract Transportation	\$ (100)
	504317-3200	Cleaning Supplies	\$ (100)
	504511-3200	Small Tools	\$ (100)
	509125-3200	Misc Expense	\$ (400)
			<u>\$ (26,400)</u>
TRANSFER TO:	501023-3200	Other OT	\$ 25,000
	503162-3200	Uniforms/Laundry	\$ 200
	512061-3200	Equipment Lease	\$ 1,200
			<u>\$ 26,400</u>

REASON: To cover account overruns and expected expenditures in the Operations Department for FY 04-05.

	ACCOUNT #	ACCOUNT TITLE	AMOUNT
<b>TRANSFER # 05-029</b>			
TRANSFER FROM:	503352-3100	Equipment Repair - Out	\$ (3,295)
	503353-3100	Rev Veh Repair - Out	\$ (28,500)
	503406-3100	Contract/Paratransit	\$ (86,000)
	504011-3100	Fuels & Lubricants	\$ (15,000)
	504511-3100	Small Tools	\$ (9,300)
			<u>\$ (142,095)</u>
TRANSFER TO:	501011-3100	Bus Operator Pay	\$ 30,000
	501013-3100	Bus Operator OT	\$ 50,000
	501021-3100	Other Salaries	\$ 5,000
	501023-3100	Other OT	\$ 1,000
	503031-3100	Prof/Technical & Fees	\$ 5,000
	503162-3100	Uniforms/Laundry	\$ 2,000
	504021-3100	Tires & Tubes	\$ 5,000
	504191-3100	Rev Veh Parts	\$ 10,000
	504211-3100	Postage & Mailing	\$ 3,000
	504217-3100	Photo Supply/Processing	\$ 200
	504311-3100	Office Supplies	\$ 5,000
	504315-3100	Safety Supplies	\$ 500
	504317-3100	Cleaning Supplies	\$ 500
	504409-3100	Repair & Maintenance	\$ 100
	505011-3100	Gas & Electric	\$ 2,000
	505021-3100	Water & Garbage	\$ 1,000
	505031-3100	Telecommunications	\$ 5,000
	509011-3100	Dues & Subscriptions	\$ 295
	512011-3100	Facility Lease	\$ 16,000
	512061-3100	Equipment Rental	\$ 500
			<u>\$ 142,095</u>

REASON: To cover account overruns and expected expenditures in the ParaCruz Department for FY 04-05.

**FY 04-05 BUDGET TRANSFERS**  
**4/1/05-4/30/05**

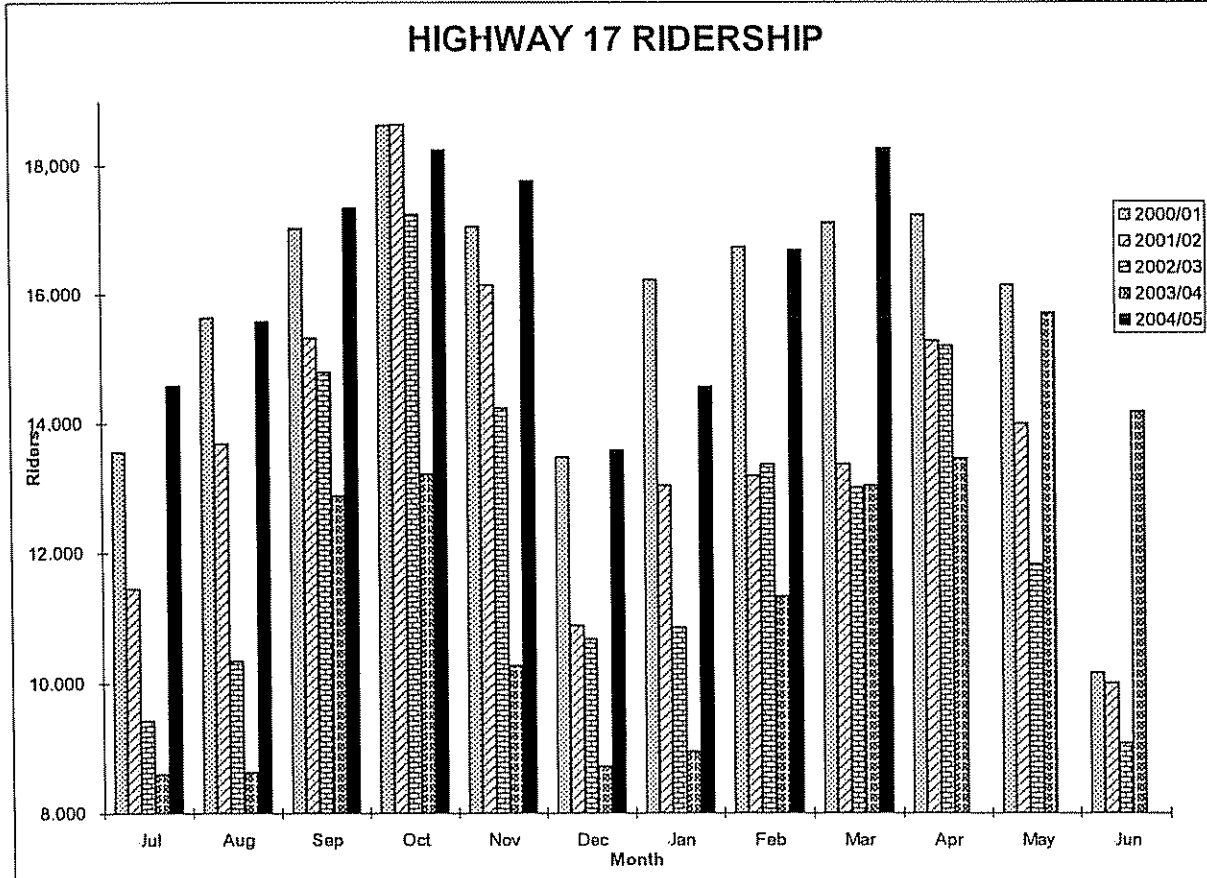
	ACCOUNT #	ACCOUNT TITLE	AMOUNT
<b>TRANSFER # 05-030</b>			
TRANSFER FROM:	502999-1400	Other Fringe Benefits	\$ (2,525)
	502999-2200	Other Fringe Benefits	\$ (285)
			<u>\$ (2,810)</u>
TRANSFER TO:	502999-1100	Other Fringe Benefits	\$ 790
	502999-1200	Other Fringe Benefits	\$ 164
	502999-1300	Other Fringe Benefits	\$ 10
	502999-1500	Other Fringe Benefits	\$ 161
	502999-1700	Other Fringe Benefits	\$ 161
	502999-3100	Other Fringe Benefits	\$ 823
	502999-3200	Other Fringe Benefits	\$ 496
	502999-3300	Other Fringe Benefits	\$ 205
			<u>\$ 2,810</u>

REASON: To allocate additional EAP costs by department.

*5 -6.910*

# HIGHWAY 17 - MARCH 2005

	March			YTD		
	This Year	Last Year	%	This Year	Last Year	%
<b>FINANCIAL</b>						
Cost	\$ 121,069	\$ 89,224	35.7%	\$ 1,031,091	\$ 740,948	39.2%
Farebox	\$ 59,346	\$ 32,908	80.3%	\$ 474,204	\$ 246,874	92.1%
Operating Deficit	\$ 54,438	\$ 53,319	2.1%	\$ 478,725	\$ 479,586	(0.2%)
Santa Clara Subsidy	\$ 27,219	\$ 26,659	2.1%	\$ 239,363	\$ 239,793	(0.2%)
METRO Subsidy	\$ 27,219	\$ 26,659	2.1%	\$ 239,363	\$ 239,793	(0.2%)
San Jose State Subsidy	\$ 2,130	\$ 2,997	(28.9%)	\$ 15,136	\$ 14,487	4.5%
AMTRAK Subsidy	\$ 5,155	\$ -		\$ 63,026	\$ -	
<b>STATISTICS</b>						
Passengers	18,263	13,046	40.0%	146,601	95,705	53.2%
Revenue Miles	43,415	31,008	40.0%	370,559	255,357	45.1%
Revenue Hours	1,627	1,093	48.9%	13,896	9,000	54.4%
Passengers/Day	589	567	3.9%	535	501	6.8%
Passengers/Weekday	700	-		666	-	
Passengers/Weekend	269	-		233	-	
<b>PRODUCTIVITY</b>						
Cost/Passenger	\$ 6.63	\$ 6.84	(3.1%)	\$ 7.03	\$ 7.74	(9.2%)
Revenue/Passenger	\$ 3.25	\$ 2.52	28.8%	\$ 3.23	\$ 2.58	25.4%
Subsidy/Passenger	\$ 3.10	\$ 4.32	(28.2%)	\$ 3.37	\$ 5.16	(34.7%)
Passengers/Mile	0.42	0.41	2.0%	0.40	0.37	5.6%
Passengers/Hour	11.22	10.12	10.9%	10.55	10.63	(0.8%)
Recovery Ratio	49.0%	36.9%	32.9%	46.0%	33.3%	38.0%



# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** May 27, 2005  
**TO:** Board of Directors  
**FROM:** Steve Paulson, Paratransit Administrator  
**SUBJECT:** METRO PARACRUZ OPERATIONS STATUS REPORT

## I. RECOMMENDED ACTION

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

## II. SUMMARY OF ISSUES

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

## III. DISCUSSION

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

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

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

During the month of February, seventeen (17) complaints and four (4) compliments were received. Six (6) of the complaints were found to be "not valid" when investigated. The most common complaints were late rides (6), booking errors (4) and employee conduct (4). All compliments were related to employee conduct.

5-8.1



**Operating Statistics for February 2005**

	<i>October 04 (contractor)</i>	November 04	December 04	January 05	February 05
Rides Scheduled	9016	10009	7930	7782	7154
Rides Performed	7521	7591	6713	6822	6804
Miles Driven	<i>Not reported</i>	66,034	56,619	56,825	56,556
Average trip miles	<b>6.83</b>	<b>6.83</b>	<b>6.51</b>	<b>6.54</b>	<b>6.20</b>
Within ready window	93.8%	84.67%	89.21%	89.65%	89.67%
Excessively late/missed trips	28	77	25	20	17
Call center average time to answer	<i>N/A</i>	43 seconds	38 seconds	23 seconds	52 seconds
calls on hold < 2 minutes		91%	94%	95%	87%**
Distinct count of riders	995	1149	867	842	845
Most frequent rider	<i>71 rides</i>	46 rides	44 rides	48 rides	50 rides
Percentage of shared rides	<i>&lt;10%</i>	49.0%	49.1%	51.1%	52.1%
Passengers per revenue hour	2.02*	1.43	1.46	1.57	1.64
Percent by supplemental providers	71.9%	33.6%	22.34%	15%	5.7%
SCT cost per ride	<i>N/A</i>	\$24.34	\$23.97	\$21.83	\$24.34
TME cost per ride	<i>N/A</i>	\$21.55	\$20.44	\$23.22	\$26.49

5-8.2

ParaCruz cost per ride (excluding overhead)	<i>N/A</i>	\$23.81(est)	\$22.41(est)	\$21.81(est)	\$22.52 (est)
Rides < 10 miles	<i>N/A</i>	79.91%	80.78%	81.03%	80.41%
Rides > 10 miles	<i>N/A</i>	20.09%	19.22%	18.97%	19.59%

\* when rides performed by taxi, "revenue hours" reflect only actual ride times.

\*\* telephone system hardware problem caused some calls to remain on hold, even though staff was available.

#### IV. FINANCIAL CONSIDERATIONS

None at this time

#### V. ATTACHMENTS

NONE

5-8.3

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: May 27, 2005

TO: Board of Directors

FROM: Mark J. Dorfman, Assistant General Manager

SUBJECT: UNIVERSITY OF CALIFORNIA – SANTA CRUZ SERVICE UPDATE

## I. RECOMMENDED ACTION

**This report is for information purposes only. No action is required.**

## II. SUMMARY OF ISSUES

- Student trips for March 2005 increased by 3.3% versus March 2004. Year to date student billable trips have increased by 3.4%.
- Faculty / staff trips for March 2005 decreased by (10.1%) versus March 2004. Year to date faculty / staff billable trips have decreased by (4.7%).
- Revenue received from UCSC for March 2005 was \$182,366 versus \$171,581 for March 2004, an increase of 6.3%.

	Total Student Ridership	Total Faculty/Staff Ridership	Average Ridership <i>Per School Term Day</i> - Student	Average Ridership <i>Per Weekday</i> – Faculty / Staff
2005	186,833	18,303	8,349.2	734.5
2004	180,782	20,368	8,217.8	815.8
Monthly Increase- (Decrease)	3.3%	(10.1%)	1.6%	(10.0%)

## III. DISCUSSION

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

- Student billable trips for March 2005 were 186,833 vs. 180,782 for March 2004, an increase of 3.3%.
- Average student billable trips *per school-term day* for March 2005 were 8,349.2 vs. 8,217.8 for March 2004, an increase of 1.6%.
- Faculty / Staff billable trips for March 2005 were 18,303 vs. 20,368 for March 2004, a decrease of (10.1%).

S-9.1

- Average Faculty / Staff billable trips *per weekday* for March 2005 were 734.5 vs. 815.8 for March 2004, a decrease of (10.0%).
- Year to date Student billable trips have increased by 3.4% and faculty / staff billable trips have decreased by (4.7%).
- Revenue for March 2005 was \$182,366 vs. \$171,581 for March 2004, an increase of 6.3%.

#### IV. FINANCIAL CONSIDERATIONS

NONE

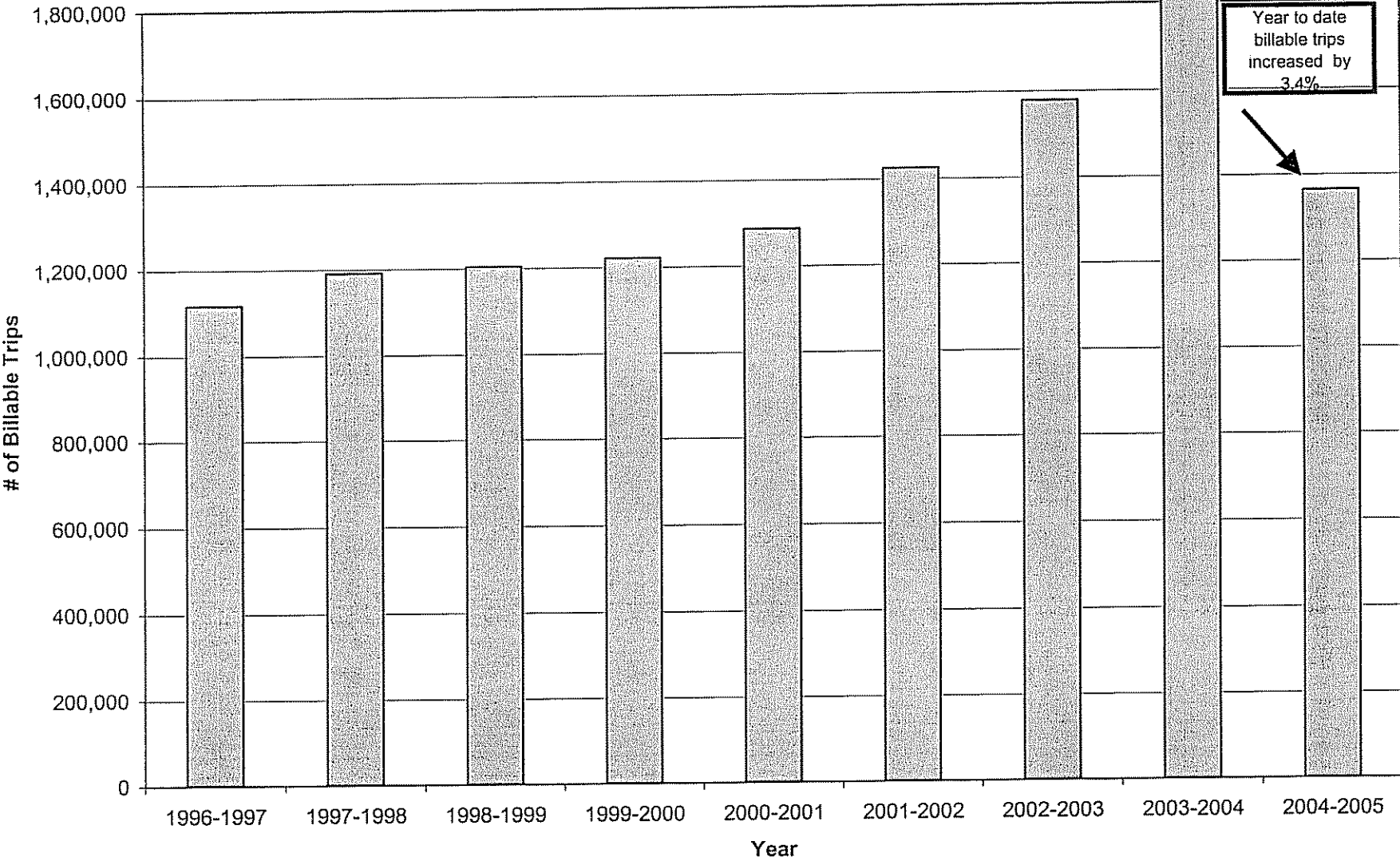
#### V. ATTACHMENTS

**Attachment A: UC Student Billable Trips**

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

5-9.2

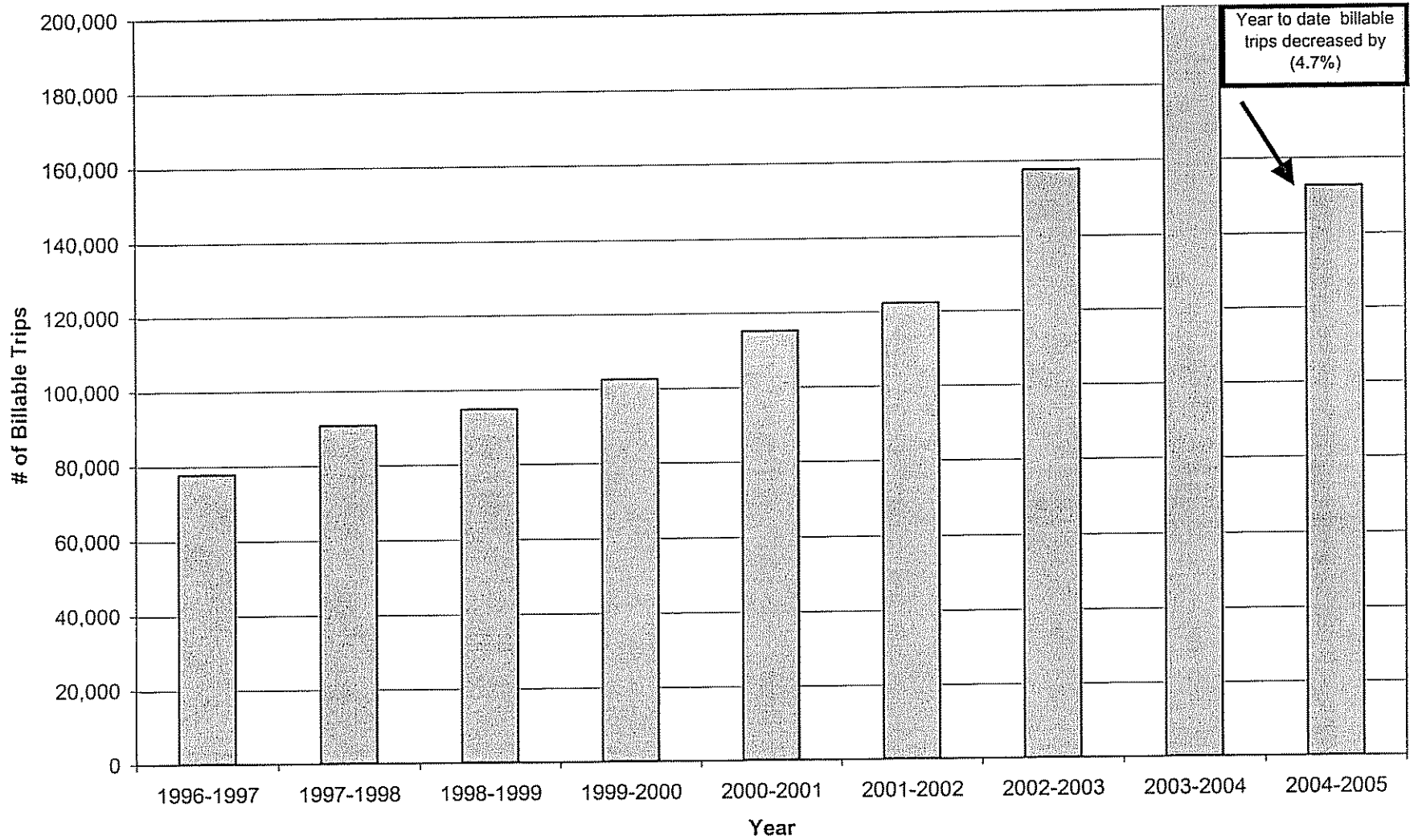
UCSC Student Billable Trips



S-9.91

Attachment A

### UCSC Faculty / Staff Billable Trips



S-9.61

Attachment B

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** May 27, 2005  
**TO:** Board of Directors  
**FROM:** Frank L. Cheng, Project Manager  
**SUBJECT:** STATUS OF THE METROBASE PROJECT

## I. RECOMMENDED ACTION

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

## II. SUMMARY OF ISSUES

- The MetroBase Project is proceeding according to the revised schedule according to one project bid option.
- Real estate acquisition phase of the project is in final stages.
- Relocation and demolition phase of the project are completed.
- Surf City Produce and Odwalla have vacated 120 Golf Club Drive premise.
- Bus parking site improvements at 115 Dubois Street commencing soon.
- AB390 Reimbursement designation application sent to California Transportation Commission on March 21, 2005.

## III. DISCUSSION

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

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

### A. Right Of Way (ROW)

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

S-10.1

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

B. Finance

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

C. Architectural & Engineering (A&E)

- RNL: Design Phase expected to be in 100% complete later on this month.
- RNL Design presented to the Board of Directors options for bidding strategies in regards to cost, schedule, and benefits. Board of Directors approved one project bid option on February 25, 2005.

D. Construction Management (CM)

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

E. Construction Schedule

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

5-10.2



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

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

#### **V. ATTACHMENTS**

**NONE**

**S-10.3**

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** May 27, 2005  
**TO:** Board of Directors  
**FROM:** Mark J. Dorfman, Assistant General Manager  
**SUBJECT:** ACCEPT AND FILE VOTING RESULTS FROM APPOINTEES TO THE  
SANTA CRUZ COUNTY REGIONAL TRANSPORTATION  
COMMISSION FOR PREVIOUS MEETINGS

## I. RECOMMENDED ACTION

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

## II. SUMMARY OF ISSUES

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

## III. DISCUSSION

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

## IV. FINANCIAL CONSIDERATIONS

There is no cost impact from this action.

## V. ATTACHMENTS

**Attachment A:** Minutes of the April 7, 2005 Regular SCCRTC Meeting

5-11.1

# Attachment A

Subject: RE: April Minutes  
Date: Fri, 6 May 2005 11:51:52 -0700  
X-MS-Has-Attach: yes  
X-MS-TNEF-Correlator:  
Thread-Topic: April Minutes  
Thread-index: AcVRxa8EfTEtfjldTd2/X2kO6viB5gApalUA  
From: "Gini Pineda" <gpineda@sccrtc.org>  
To: "Cindi Thomas" <cthomas@scmttd.com>  
X-Proofpoint-Spam-Details: rule=notspam policy= score=0 mlx=0 adultscore=0  
adjust=0 engine=2.5.0-05050600 definitions=2.5.0-05050602

Hi Cindi-

Attached are the minutes for April. There is a correction noted yesterday on page 7 of the minutes regarding the motion for Item 31. Commissioner Spence voted "no" on recommendation #5 but voted "yes" on recommendation 6.

Have a good weekend.

gini

S-11.91

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

AGENDA

Thursday,  
April 7, 2005  
9:00 a.m.

Capitola City Council Chambers  
420 Capitola Ave  
Capitola, CA

1. Roll Call

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

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

2. Oral Communications

Commissioner Norton welcomed everyone to the City of Capitola.

3. Additions or Deletions to Consent and Regular Agendas

CONSENT AGENDA (Schiffirin/Rivas)

Commissioner Spence asked that a correction be made to the Transportation Policy Workshop minutes of 3/17/05 noting that the language she had suggested for the items regarding transit service for riders who are functionally unable to ride fixed-route service had been approved by the Metro Advisory Committee and not the Paratransit Task Force.

Commission Alternate Schiffirin asked why the Monterey Bay Sanctuary Scenic Trail is shown as starting at Wilder Ranch and not in Davenport on Item 9.

5-11.92

Commission Alternate Skillicorn abstained from voting on Items 4, 5 and 6.

4. Approved Minutes of March 3, 2005 Regular SCCRTC Meeting
5. Approved Minutes of the March 17, 2005 Regular TPW Meeting, as amended
6. Approved Minutes of the March 17, Evening Public Hearing on the Recreational Rail Draft Environmental Impact Report

#### POLICY

7. Accepted Legislative Update and Approve Staff Recommendations Regarding Positions on Pending State Legislation

#### PROJECTS and PLANNING

8. Approved Bicycle Committee and Staff Recommendations Regarding FY05-06 Transportation Development Act (TDA) Funding Requests from Bike to Work and the Community Traffic Safety Coalition (Resolutions 40-05 and 41-05)
9. Approved Staff Recommendations Regarding Appointment of Representatives to the Monterey Bay Scenic Sanctuary Trail Committee
10. Approved Staff Recommendations Regarding Santa Cruz Metro Transit District's (SCMTD) FY 04-05 FTA Section 5311 Non-Urbanized Area Program of Projects (Resolution 42-05)
11. Accepted Information on Electric Bike Incentive Program's South County Outreach Efforts
12. Accepted the 2004 Traffic Monitoring Report (enclosed separately)

#### COMMISSION BUDGET AND EXPENDITURES

13. Accepted Semi-Annual Financial Reports on the Santa Cruz County Regional Transportation Commission Budget
14. Accepted Status Report on Transportation Development Act (TDA) Revenues

#### ADMINISTRATION

15. Approved Bicycle Committee and Staff Recommendations Regarding Appointments to the Bicycle Committee

5-11.93

## COMMITTEE MINUTES

16. Accepted Draft Minutes of the Bicycle Committee Meeting of March 14, 2005
17. Accepted Notes from the Interagency Technical Advisory Committee Meeting of March 17, 2005

## INFORMATION/OTHER

18. Accepted Monthly Meeting Schedule
19. Accepted SCCRTC Staff Comment Letters on Draft Environmental Documents and Plans Prepared by Other Agencies
  - a. Quarterly Report on Environmental Document Review
  - b. Notice of Preparation for University of California at Santa Cruz (UCSC) Long-Range Development Plan
20. Accepted Correspondence Log (to be distributed at the meeting)
21. Accepted Letters from SCCRTC Committees and Staff to Other Agencies on Policy Issues
22. Accepted Miscellaneous Written Comments from the Public on SCCRTC Projects and Transportation Issues
23. Accepted Handouts from Staff and Commissioners at Previous Regional Transportation Commission Meetings
24. Accepted Information Items
  - a. Letter from Friends of the Rail Trail to Union Pacific Regarding "Rail Trail Festival"
  - b. Letter from Assemblymember John Laird Regarding "Rail Trail Festival"
  - c. Slide Show Presentation from March 17, 2005 Recreation Rail Draft Environmental Impact Report Public Hearing
  - d. "Congress Paving the Way for Tolls on Interstates" Article from latimes.com
  - e. "Transportation Tax May Be Headed to Ballot for Third Try" in Solano County - Article from dailyrepublic.com
  - f. "It Affects Millions, but State's Transportation Crisis is Still Ignored" - Article from Sacramento Bee

5-11.24

## SERVING AS THE SERVICE AUTHORITY FOR FREEWAY EMERGENCIES

25. Approved Staff Recommendations to Award a Contract for the Freeway Service Patrol Program on Highway 1 (Resolution 43-05)

## REGULAR AGENDA

26. Commissioner Reports - None
27. Director's Report

Acting Executive Director Pat Dellin asked that the Closed Session be moved before Item 32. Chair Pirie designated it as Item 31.1

Ms. Dellin said there would be an update on the State Transportation Improvement Program and funding at the next Regional Transportation Commission meeting.

28. Caltrans Report

Commission Alternate Krumholz gave the report. Regarding the Highway 1/17 Merge Lanes project, he said that it will be difficult for a path to be maintained under the highway along the Branciforte Creek during construction because of impacts to the riparian habitat.

29. Conference with Real Property Negotiator for Acquisition of the Santa Cruz Branch Rail Line Property: Santa Cruz Branch Rail Line from Watsonville Junction to Davenport - Moved to Item 31.1

30. Status Report on Highway 1 Projects and Quarterly Progress Report on the Highway 1 Widening/HOV Lane PA/ED

Acting Executive Director Pat Dellin said that after discussion with the City of Santa Cruz and Caltrans, it seems that there is neither staff nor funding to add a stop sign at the Morrissey Boulevard northbound off-ramp of Highway 1 this year. She said that the City has received funding for a smaller Safe Route to Schools project which will include channelization and pavement markings at the intersection to help make crossing easier and safer.

Chris Metzger, Nolte Associates, gave a status report on the Highway 1 Widening/HOV Lane PA/ED saying that the historic and archeological resource reports were being reviewed by Caltrans and that the environmental reports

5-11.25

have been submitted to Caltrans and will go to the Army Corps of Engineers for review. Mr. Metzger noted that a major technical issue is the replacement of two railroad structures that may force the closure of the railroad while the structures are demolished and rebuilt. He noted that the traffic modeling prepared by AMBAG establishes the purpose and need of the project and is also being reviewed by Caltrans.

Mr. Metzger identified six independent utility projects which are part of the overall widening project but could move forward on their own merits. These include three auxiliary lanes and three bike/pedestrian crossings. He said that the Department is studying the best locations for the overcrossings and will have expanded meetings with staff and community members. He concluded by saying that there will be a better vision of the schedule by next quarter.

Commissioners discussed the locations of the bike/pedestrian crossings and asked for copies of the list of people invited to the meeting to discuss the proposed Highway crossings.

31. Paratransit Coordination Task Force Final Recommendations

Senior Planner Karena Pushnik reviewed the history of the task force noting that midway through the process the Americans with Disabilities Act (ADA) provider shifted from a non-profit contractor to the SCMTD. She said that the Task Force had come up with short term and long term recommendations along with ideas regarding who might provide them.

Ms. Pushnik outlined the staff recommendations.

Commissioner Keogh thanked everyone on the transit district and Regional Transportation Commission staffs and moved to postpone the Commission's decision to approve the staff recommendations until early 2006, and to forward the recommendations to the agencies involved, and ask the SCMTD to make a seat available on the Metro Advisory Committee (MAC) to represent the Commission. Commissioner Spence seconded.

The vote on the motion was deferred until after comment was heard from the public.

Sam Storey, Community Bridges, said to proceed with the

5-11.96



recommendations and that Community Bridges is prepared to move ahead.

Bob Yount said he supported the motion in order to give the Metro Advisory Committee and the Elderly and Disabled Transportation Advisory Committee time to implement the recommendations and take pressure off the transit district.

Paul Marcellin-Sampson, Metro Riders Union, submitted a letter with comments on the recommended actions, asking that recommendation four (Direct staff to utilize the Task Force recommendations when evaluating claims for paratransit funding) be removed. He noted that for every ADA ride that the Metro provides, the transit district provides six regular rides for elderly and disabled riders.

Ron Dean, UTU Local 23, expressed concern about liability issues regarding the short and long term recommendations, noting that the transportation providers are not social workers.

Clay Kempf, Seniors Council, asked that he process be "turned inside out" and to look at the current needs from scratch instead of trying to fix a flawed system.

Chair Pirie pointed out that the staff recommendations are to review the Task Force findings and not necessarily to implement or approve them.

The public comment period was closed.

Commissioners discussed the motion on the table, and Commissioner Pirie asked for clarification of the motion.

Commissioner Keogh clarified that his motion was to (1) postpone the decision to accept the staff recommendations until early 2006, (2) forward the recommendations to all the participating agencies for their responses, and (3) have the SCMTD establish a seat on MAC to be filled by an RTC nominee who is a transit system user.

Commissioners discussed the motion further and Commission Alternate Schiffirin clarified that the motion is essentially to approve the staff recommendations except for recommendation four and to eliminate the time requested for agencies to return their comments as requested in recommendation two.

Commissioner Keogh agreed and withdrew the third part of

5-11.97

his motion.

The motion was clarified to be the staff recommendations with changes as follows:

1. Review the recommendations developed by the Task Force over the course of nine meetings;
2. Direct staff to forward the recommendations to the entities responsible for implementing the short and long term recommendations for their consideration and with a request that they provide the Commission with a response by mid-September as soon as practicable.
3. Direct staff to return to a future RTC meeting with responses to the Task Force recommendations for which the RTC is responsible including any follow-up recommendations;
4. ~~Direct staff to utilize the Task Force recommendations when evaluating claims for paratransit funding;~~
5. Request that the Elderly and Disabled Transportation Advisory Committee review the Task Force recommendations and provide the Commission with any recommendations they may have in response;
6. Return to the October RTC meeting with an update on information received from implementing entities about the recommendations; and
7. Express appreciation for their service to the 24 members, plus alternates and staff members from specialized transportation agencies, who participated in the Task Force meetings

The motion passed unanimously with Commissioner Spence voting "no" on recommendations 5 and 6.

#### CLOSED SESSION

- 31.1 Conference with Real Property Negotiator for Acquisition of the Santa Cruz Branch Rail Line Property: Santa Cruz Branch Rail Line from Watsonville Junction to Davenport - Formerly Item 29

Agency Negotiator: Kirk Trost, Miller, Owen & Trost

5-11.98

Negotiation Parties: SCCRTC, Union Pacific

Under Negotiation: Price and Terms

OPEN SESSION

32. Acquisition of the Santa Cruz Branch Rail Line - Approve Draft Financial Plan and Draft Proposition 116 Application

Acting Executive Director Pat Dellin reviewed the staff recommendations to accept the draft Proposition 116 application and approve the revised Financial Plan and the Rail Acquisition Task Force (RATF) recommendation regarding the RATF membership and scope. She said that the draft Proposition 116 application will go to the California Transportation Commission (CTC) staff for input and then back to the Commission.

Commissioners discussed liability insurance which was identified as an on-going expense. It was noted that the insurance would probably be paid with revenues from operating the rail line but that the Commission may have to make the initial payment. The need for an updated operating budget was noted.

Discussions about the draft financial plan ensued. It was noted that the absence of the recreational rail element freed up about \$350,000 to update costs for the entire project.

Dave Eselius said that investing in a railroad brought no value to the county. He asked how maintenance for the line would be paid for.

Micah Posner asked how People Power could help when it was time to attend the CTC meetings in Sacramento and said that maintenance costs will come from freight service being increased.

Kirk Trost, Miller, Owen & Trost reported on the Request for Proposals for services to provide structures assessments. Mr. Trost said of the four proposals received, the review team recommended Systra Consultants with Biggs Cardoza as their sub consultant.

Commission Alternate Schiffirin moved to approve the staff recommendations to:

1. Review and approve with revisions as appropriate the

5-11.99

attached draft Financial Plan for the Santa Cruz Branch Rail Line Acquisition project;

2. Review the attached draft Uniform Transit Application for Proposition 116 funds and approve submitting it, with revisions as appropriate, to the California Transportation Commission (CTC) staff as a draft for their review and refinement;
3. Direct staff to return to the RTC with a final draft Uniform Transit Application for Proposition 116 funds in June;
4. Receive an oral report on consultants for the structures assessment;
5. Accept status information on various elements of the Santa Cruz Branch Rail Line Acquisition Project; and  
the Rail Acquisition Task Force (RATF) and staff recommendation that the Regional Transportation Commission
6. Clarify that Commissioners are the members of the Rail Acquisition Task Force, add Commissioner Beautz as a member of the task force, and define the scope of the task force as funding issues connected with the Santa Cruz Branch Rail Line Acquisition project.

Commission Alternate Schiffirin clarified that the motion included both the staff recommendations and the Rail Acquisition Task Force (RATF) recommendation.

Commissioner Reilly seconded and the motion passed unanimously with Commissioner Spence abstaining.

33. Caltrans Presentation on the "Gateway Monument Demonstration Program"

Keith Hinrichsen, Caltrans District 5, said the Gateway Monument Demonstration Program is in response to communities where their main streets are also state highways. He said the program is a demonstration project which will be reviewed in four years. He noted that if the gateway monument were to lie outside of the state's right-of-way it would not have to comply with the state's concerns.

Acting Executive Director Pat Dellin said that the Interagency Technical Advisory Committee had seen this

S-11.91D

presentation and that the staffs from the Cities of Santa Cruz and Watsonville were especially interested in the program.

Dave Eselius said that the soundwalls could perhaps have this type of monumentation upon entering the City limits.

34. Next Meetings/Adjournment

The meeting adjourned at 12:15 pm.

The Transportation Policy Workshop scheduled for Thursday, April 21, 2005 was cancelled.

The next regular SCCRTC meeting is scheduled for Thursday, May 5, 2005 at 9:00 a.m. at the Board of Supervisors Chambers, 701 Ocean Street, Santa Cruz, CA 95060.

Respectfully submitted,

---

Gini Pineda, Staff

S-11.911

ATTENDEES

<u>Name</u>	<u>Representing</u>
Robert Yount	
Micah Posner	People Power
Ken Kannegaard	Cemex
David Eselius	
Les White	SCMTD
Keith Hinrichsen	Caltrans
Bill Comfort	
Donna Ziel	Alternate to Commissioner Stone
Genevieve Bookwalter	Santa Cruz Sentinel
Corinne Hyland	Community Traffic Safety Coalition
Dena Loijos	Health Services Agency
Eli Puglizevich	
Don Hoernschemeyer	Campaign for Sensible Transportation
Clay Kempf	Seniors Council
Bob Scott	RTC Consultant

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S-11.912

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** May 27, 2005  
**TO:** Board of Directors  
**FROM:** Robyn D. Slater, Human Resources Manager  
**SUBJECT:** CONSIDERATION OF APPROVAL OF CHANGES TO THE CLASS SPECIFICATIONS (JOB DESCRIPTIONS) FOR FLEET MAINTENANCE SUPERVISOR AND FACILITIES MAINTENANCE SUPERVISOR.

## I. RECOMMENDED ACTION

**It is recommended that the Board of Directors approve the attached class specifications (job descriptions) for the Fleet Maintenance Supervisor and Facilities Maintenance Supervisor**

## II. SUMMARY OF ISSUES

- In March the Board approved the consolidation of the Fleet Maintenance Department and the Facilities Maintenance Department.
- Due to the consolidation, additional duties were assigned to the Facilities Maintenance Supervisor and his salary range was adjusted.
- The changes to the Class Specifications for both positions provide a more accurate representation of the current job duties.

## III. DISCUSSION

When the Facilities Maintenance Manager, David Konno, retired from METRO there was an opportunity to consolidate the Fleet and Facilities Maintenance Departments to more closely mirror the organizational structure of many transit agencies.

The Facilities Maintenance Supervisor was given additional duties and his salary was adjusted to the same scale as that of the Fleet Maintenance Supervisor position.

Both the Fleet and Facilities Maintenance class specifications were reviewed and changed to better reflect the current job duties. The Fleet Maintenance class specification was altered, but no additional job responsibilities were added. The Facilities Maintenance class specifications were substantively changed to address added job duties.

The union has had an opportunity to review the class specifications and provide input.

## IV. FINANCIAL CONSIDERATIONS

None

5-13.1

**V. ATTACHMENTS**

**Attachment A:** Class specification for Facilities Maintenance Supervisor

**Attachment B:** Class specification for Fleet Maintenance Supervisor

5-13.2



# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

## FACILITIES MAINTENANCE SUPERVISOR

### DEFINITION

Under direction, plans and reviews the maintenance and repair of District facilities, properties, buildings and improvements; supervises and evaluates the performance of assigned staff; coordinates and develops safety and training programs for department; develops, implements, and supervises department record keeping and information systems; and performs related duties as assigned.

### EXAMPLES OF DUTIES

Assists in establishing design standards and criteria for projects, including bus stops, facilities, and equipment; reviews project plans for errors and omissions, and prepares recommendations; performs cost analyses; administers storage and disposal of surplus fixed assets; monitors building operation costs; collects, records, and utilizes data for project analysis reports.

Assists in development of department policies, procedures, work standards, rules and budget; and enforces District and department rules, regulations, policies, procedures, and work standards.

Reviews and administers facilities leases and service contracts; monitors contractor compliance with contracts, specifications and equipment installation.

Plans, coordinates, schedules, assigns and supervises employees in and directs the maintenance, repair, and inspection of METRO facilities and equipment. Prepares technical studies and reports; obtains and renews required permits related to equipment and building operation.

Participates in employee selection; and prepares, conducts, and reviews employee performance evaluations.

Represents the department at meetings; may serve as liaison to other departments, the public, and outside agencies; reviews, investigates, and responds to complaints regarding mechanical or safety problems.

Operates field and facility maintenance equipment, tools and vehicles as needed. Instructs employees in the proper use of work techniques and safety measures.

Evaluates transit improvements, including building sites, bus stops, and turnouts.

Inspects and evaluates work in progress and completed work for compliance with building and safety standards and codes.

Plans, coordinates and schedules the maintenance and repair and alteration of METRO facilities and equipment; estimates the supplies, equipment and hours needed for projects; develops, implements and supervises the maintenance of a

5-13.21

variety of records including inventory of supplies (to include purchasing), bus stop inventory, logs for service and repair of facilities.

Ensures department is in compliance with federal, state, and local laws and regulations.

Utilizes office equipment and computer word processing, spreadsheet, and database programs in the performance of job duties.

## **EMPLOYMENT STANDARDS**

### Knowledge of:

- Methods, materials, hand tools, and power equipment used in the maintenance and repair of buildings, equipment, and grounds including carpentry, plumbing, cement, electrical, welding, and painting.
- Uniform building and mechanical codes.
- Proper handling procedures for hazardous materials, health and safety regulation, safe work practices and proper equipment operating procedures.
- Custodial services operations.
- Safe work practices and proper equipment operating procedures.
- Principles of supervision and training.
- Federal, state, and local laws and regulations regarding employee safety and work environment requirements.
- Standard office equipment and software

### Ability to:

- Perform mathematical calculations, ratios and percentages.
- Estimate costs and determine materials, equipment and techniques to make building and equipment repairs.
- Develop, write and implement departmental procedures and computerized record keeping systems. Complete forms as needed.
- Communicate effectively in oral and written form.
- Read and interpret building and mechanical codes, blueprints, plans and technical manuals.
- Gather, interpret and record data accurately.
- Establish and maintain cooperative working relationships with the public, METRO employees, and others.
- Use manual and power tools and equipment safely.

### Training and Experience

Any combination of training and experience equivalent to:

Three years full-time journey level experience in facilities operation or a building trade, including experience assigning and scheduling the work of others. Education equivalent to completion of a one year Certificate of Proficiency in Business, Building

5-13.02

Inspection, Construction and Energy Management, or a related field, from a California community college may be substituted for one year of the required experience.

Special Requirements

Possession of a valid Class C California driver's license and a safe driving record.

May be required to work shifts, including weekends and holidays, and respond to emergency calls.

S-1393

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

## FLEET MAINTENANCE SUPERVISOR

### DEFINITION

Under direction, assists in planning and supervising the operation of the Fleet Maintenance Department; supervises the mechanical and body repair, retrofitting, maintenance, fueling, servicing, and cleaning of METRO buses, vehicles, and equipment; and performs other duties as assigned.

### EXAMPLES OF DUTIES

Plans, coordinates, schedules, assigns, and supervises the employees in the repair, maintenance, and service of METRO vehicles and equipment.

Assists in development of department policies, procedures, work standards rules and budget; and enforces METRO and department rules, regulations, policies, procedures, and work standards.

Develops and implements record keeping systems for vehicle maintenance, repairs, inspections, road calls, service, fuel consumption, and parts and labor costs; prepares periodic reports on maintenance activities and projects; and monitors maintenance standards and performance in areas of oil/fuel analysis, road calls, labor costs, bus cleanliness, vehicle inspections, and shop safety; reviews repair work estimates.

Assists manager in departmental planning and determining staffing needs; participates in developing specifications for the purchase of equipment, vehicles, and tools.

Supervises and assists employees in diagnoses of mechanical failures and recommends solutions; and develops, implements, and maintains a preventive maintenance program for transit vehicles.

Instructs and trains employees in improved work techniques and safety measures and recommends employees for training; evaluates training options; determines training required by federal, state, and local laws and regulations; and plans and assists in training; conducts training as appropriate.

Participates in employee selection; and prepares, conducts, and reviews employee performance evaluations.

Represents the department at meetings; may serve as liaison to other departments, the public, and outside agencies; reviews, investigates, and responds to complaints regarding mechanical or safety problems.

Administers driving tests to employees required to have a class A or B driver license; certifies to DMV the employees who pass the driving test; maintains certification for

5-13.61

testing employees for driver licenses; and coordinates, revises, and updates employer statement for testing and certifying.

Investigates vehicle accidents and prepares and reviews accident reports; determines mechanical problems and recommends corrective action; prepares employee injury reports.

Ensures department is in compliance with federal, state, and local laws and regulations.

Utilizes office equipment and computer word processing, spreadsheet, and database programs in the performance of job duties.

## **EMPLOYMENT STANDARDS**

### Knowledge of:

- Manual and automated record keeping systems.
- Bus operation and operation of equipment used in driving a bus.
- Proper handling procedures for hazardous materials, and health and safety regulations, safe work practices and proper equipment operating procedures.
- Preventive maintenance practices and methods.
- Mechanical, electrical, air, and hydraulic systems of transit buses and vehicles.
- Techniques, procedures, equipment, tools, and materials used for maintenance, repair and service of METRO vehicles.
- Federal, state, and local laws and regulations regarding employee safety and work environment requirements.
- State vehicle codes and regulations regarding buses, vehicles, and equipment.
- Standard office equipment and software.

### Ability to:

- Operate, maintain, and adjust department mechanical equipment and tools.
- Gather, interpret, and record data accurately.
- Read, comprehend, and interpret complex technical manuals and schematics. Diagnose mechanical failures and estimate time and materials necessary for maintenance and repair jobs.
- Plan, schedule, organize, prioritize, supervise, and evaluate the work of others.
- Interpret, apply, and explain regulations, standards, policies, and procedures.
- Develop and maintain accurate and effective record keeping systems.
- Establish and maintain cooperative working relationships with the public, METRO employees, and others.
- Communicate effectively in oral and written form.
- Perform mathematical calculations, ratios and percentages.

S-13.62

## Training and Experience

Any combination of training and experience equivalent to:

Five years full-time experience as a heavy-duty diesel and/or alternate fuel mechanic repairing and rebuilding diesel engines and related components, including three years supervisory or lead experience. College level course work in business, transit management, hazardous materials technology, industrial technology, and behavioral science is desirable.

## Special Requirements

Possession of a valid California class B driver license with passenger endorsement and a safe driving record.

Available to work shifts, including weekends and holidays, and to respond to emergency calls.

5-13. b3

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** May 27, 2005  
**TO:** Board of Directors  
**FROM:** Robyn Slater, Human Resources Manager  
**SUBJECT:** PRESENTATION OF EMPLOYEE LONGEVITY AWARDS

## I. RECOMMENDED ACTION

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

## II. SUMMARY OF ISSUES

- None.

## III. DISCUSSION

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

## IV. FINANCIAL CONSIDERATIONS

None.

## V. ATTACHMENTS

**Attachment A:** Employee Recognition List

6.1

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
EMPLOYEE RECOGNITION

TEN YEARS

None

FIFTEEN YEARS

None

TWENTY YEARS

None

TWENTY-FIVE YEARS

John L. Aspesi, Fleet Maintenance Supervisor

THIRTY YEARS

None

6.a.1



# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** May 27, 2005  
**TO:** Board of Directors  
**FROM:** Elisabeth Ross, Finance Manager  
**SUBJECT:** PUBLIC HEARING ON FY 05-06 DRAFT FINAL BUDGET

## I. RECOMMENDED ACTION

**Staff recommends that the Board of Directors take input on the draft final budget at the public hearing and provide additional direction to staff as necessary regarding the contents of the draft final budget.**

## II. SUMMARY OF ISSUES

- The FY 05-06 draft final budget (Attachment A) is presented this month for Board and public review. A public hearing has been scheduled for 9:00 a.m., May 27, 2005.
- A budget review with Union representatives will be held at 1:00 p.m. on Monday, May 16, 2005, in the Encinal Conference Room.
- The FY 05-06 draft final budget is the updated version of the second year of the two-year budget adopted by the Board of Directors in June of 2004, covering FY 04-05 and FY 05-06. The original FY 05-06 budget summary is shown in Attachment A for comparison purposes.
- Operating revenues total \$32,654,500 in FY 05-06, an increase of 2.9% over estimated actual revenue in FY 04-05. One-time funding in the amount of \$1,420,500 brings the FY 05-06 total to \$34,075,000, which exceeds the FY 05-06 original budget by \$95,000.
- Operating expenses total \$34,075,000 in FY 05-06. This represents a 3.1% increase over the FY 04-05 Revised Budget (April revision) and exceeds the FY 05-06 original budget by \$183,677.
- With the \$900,000 in service reductions in FY 04-05, which were effective in two stages, June 2004 and September 2004, no further service reductions are proposed for FY 05-06.
- Staff is recommending that no fare increase be implemented in FY 05-06.
- The budget includes staffing changes to increase efficiency and effectiveness with no net increase in cost.
- The operating budget projects a goal of \$375,000 in workers' compensation program savings in FY 05-06. If this goal is not met, other expense reductions will be required.
- Sales tax revenue is budgeted at 3.0% over projected sales tax revenue for FY 04-05.
- The draft capital improvement program totals \$31,360,829, of which \$16,730,246 will be provided through grant funds. Most of the expenditures are for the MetroBase project.
- Staff will continue to refine revenue and expense projections as updated information becomes available, and will present a final budget recommendation to the Board in June.

7.1

### III. DISCUSSION

#### A. Operating Revenue

The draft final budget provides for \$32,654,500 in operating revenue, plus \$1,420,500 in one-time funding in FY 05-06.

#### Passenger Revenue

All of the passenger revenue accounts have been adjusted to reflect the most recent revenue data and trends, through March 31, 2005. Passenger fares (farebox and pass sales) are budgeted at a 2% increase over FY 04-05 projected actual.

The four categories of special transit fares are budgeted to increase by a net 2.3% over FY 04-05 projected actual as shown below:

	FY 03-04 Actual	FY 04-05 Projected	Change	FY 05-06 Budgeted	Change
<b>UCSC Contract</b>	\$1,883,336	\$2,034,957	+8%	\$2,116,355	+4%
<b>Cabrillo College Contract</b>	\$197,045	\$195,536	-1%	\$199,447	+2%
<b>Employer Bus Pass Programs</b>	\$68,552	\$60,305	-12%	\$60,305	+0%
<b>Special Shuttle Services</b>	\$31,175	\$68,817	+121%	\$38,673	-44%

Revenue from special shuttle services is decreasing due to operation of the Santa Cruz Beach Shuttle in 2004 but not in 2005.

Highway 17 Express revenue is based on the existing agreement with the Valley Transit Authority (VTA) and shows both the fares projected to be paid along with the contractual payments from VTA and AMTRAK.

Paratransit fares have been projected based on an estimate of 98,500 trips to be taken during FY 05-06, an increase of 15,800 trips or 19% over FY 04-05 projected trips.

If District fares were to be raised to match the increase in the Consumer Price Index since the fares were last increased in July 2003, the base fare would go from \$1.50 to \$1.54, the discount base fare would go from \$0.75 to \$0.77 and the paratransit fare would go from \$3.00 to \$3.08. However, no fare increase is recommended for FY 05-06, since the budget is balanced.

#### Sales Tax

Sales tax, the District's largest single source of operating revenue, is budgeted at \$15,839,237 in FY 05-06, which represents a 3.0% increase over the amount expected to be received in FY 04-05. This amount has not changed from the original budget.

#### TDA Funds

Transportation Development Act (TDA) funds have been budgeted in the amount of \$5,677,686 in FY 05-06, which represents a slight increase over the original budget, based on the proposed FY 05-06 allocation from the Santa Cruz County Regional Transportation Commission.

7.2

**Advertising Income**

Advertising income is budgeted at \$50,000, a drop of \$40,000 from the original budget since a formal program has not yet been implemented.

**Rent Income**

Rent income has been projected based on current occupancy and assuming that the Sakata Lane property will continue to be rented through September 30, 2005.

**Interest Income**

Interest income is budgeted at the same level as FY 04-05 projected income. Although interest rates are expected to rise, the treasury balance will be reduced as MetroBase construction begins. However, this still represents a \$123,000 increase over the original budget due to improving investment performance in FY 04-05.

**FTA Operating Assistance**

The two types of Federal Transportation Administration (FTA) operating assistance are budgeted at \$3,157,260 in FY 05-06, the maximum level allowed. In the past, the District used part of the FTA Section 5307 formula funds for capital projects. However, due to the critical operating revenue shortfall, the entire allocation is being used to fund operating expenses. The District's allocation has increased by \$287,121 over the original budget. However, the District must make the first of five annual payments in FY 05-06 in the amount of \$70,000 to repay the FTA advance drawn in FY 04-05 for ParaCruz start-up costs.

**Transfer from Capital for Project Manager**

The Project Manager position approved by the Board of Directors for the MetroBase project is included in the operating budget for payroll purposes. However, \$102,000 in FY 05-06 is being shown as a transfer from reserves to cover these costs since the expenses of the position will be capitalized as part of the grant-funded project at year-end.

**One-Time Revenue**

The budget includes \$935,500 in estimated carryover funds from FY 04-05 after meeting all FY 04-05 expenses. This amount results primarily from one-time savings in personnel accounts due to vacant positions. Normally these funds would be retired to reserves at June 30<sup>th</sup>. District staff has kept operational spending to a minimum to create carryover funds to assist in balancing the budget in both FY 04-05 and FY 05-06.

A total of \$335,000 in capital reserves is being utilized to cover operating expenses as a one-time action in FY 05-06. This is a temporary transfer since the District's share of capital projects for the next five years (which is funded from the reserves) will not all be required by June 30, 2006.

A total of \$150,000 is budgeted in FY 05-06 from insurance reserves to fund settlement costs. If settlement costs do not reach \$150,000, the unused balance will be returned to the insurance reserve fund.

**B. Operating Expenses**

**Service Reductions**

FY 04-05 service reductions were approved by the Board effective in September 2004. A full year of the savings will be achieved in FY 05-06 and no further reductions are required to balance the FY 05-06 budget.

**Revenue Vehicle Fuel Expense**

Diesel fuel costs have fluctuated dramatically in the current fiscal year. The price per gallon has been as low as \$1.47 in January, to the current high of \$2.23, for a fiscal year to date average price of \$1.81. For budget purposes, diesel is estimated at an average of \$2.23 per gallon in FY 05-06 since prices are not likely to drop substantially in the near future. The original FY 05-06 budget estimated diesel at an average of \$2.00 per gallon. CNG costs, which are also a part of this expense account, have not been as erratic as diesel.

**Workers' Compensation Program Expense**

The District's workers' compensation program expense has increased substantially in recent years. The two-year budget included a goal of \$200,000 in program savings in FY 04-05, which is being met, and a savings goal of \$375,000 in FY 05-06, through improved case management and cost control mechanisms. The \$375,000 reduction is included in the FY 05-06 budget, but with the addition of approximately 50 new ParaCruz employees, workers compensation expenses had to be increased for that department.

**Staffing Changes**

The proposed personnel tables showing funded positions in FY 05-06 are included in Attachment B. The changes are as follows:

- **Fleet Maintenance.** Last month, the Board approved adding the function of managing the Facilities Maintenance Department to the Fleet Maintenance Manager's job specification, with a corresponding increase in the salary range to be comparable to the Operations Manager's salary range. The salary range of the Facilities Maintenance Supervisor, who is represented by SEIU Local 415, is also being increased to match the range of the Fleet Maintenance Supervisor position. With these changes, the position of Facilities Maintenance Manager is not funded in FY 05-06.
- **Finance.** In order to reduce duplication of work and improve efficiency in the accounts payable function, it is proposed that accounts payable be consolidated in the Finance Department. Currently, a portion of the payment processing is handled by individual departments. It is proposed that the existing SEIU-represented position of Accounting Technician be funded as of July 1, 2005, so that payables for Fleet Maintenance, Facilities Maintenance, ParaCruz, and Customer Service can be performed in the Finance Department. These are the departments with the largest volume of accounts payable. The departments would still initiate purchasing, track receiving of goods and services, and monitor expenses against their budgets.

7.4

- **Human Resources.** The workload in the HR department is continuing to increase, especially in the areas of workers compensation and insurance benefit programs. It is proposed that the existing position of Assistant Human Resources Manager be funded as of January 1, 2006, to improve the effectiveness of critical programs such as the new workers compensation cost controls and case management currently underway.

All of the above staffing changes have been incorporated into the draft final budget for FY 05-06 without eliminating any occupied positions and without any net increase in funding.

#### **Other Operating Expenses**

The departmental expense summary sheet in the budget (directly following the operating revenue) lists all departments and the percentage increase or decrease from the FY 04-05 revised budget. Most changes are due to personnel cost increases including benefit program increases. Also shown is the increase or decrease by department from the original FY 05-06 budget approved last June.

District-wide consolidated expenses follow the departmental expense summary.

There will be an opportunity for a detailed discussion of operating revenues and expenses at the meeting with Union representatives on Monday, May 16th.

#### **C. Capital Improvement Program**

The draft final capital improvement program for FY 05-06 contains a number of projects as shown in the capital improvement program budget at the end of Attachment A, totaling \$31,360,829. Grant-funded projects are listed separately from projects funded 100% by the District.

The District's State Transit Assistance (STA) allocation has increased, from \$860,994 in FY 04-05 to \$1,101,716 in FY 05-06. The District may only use STA funds for capital purposes.

The capital program includes the transfer of \$335,000 from capital reserves to the operating budget in FY 05-06.

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

The FY 05-06 draft final budget, as presented, is balanced through the one-time use of reserves and carryover funds, since projected operating revenues do not cover projected operating expenses. The proposed capital improvement program requires \$14,630,583 in District funding which is available from reserves and STA funds.

#### **V. ATTACHMENTS**

**Attachment A:** FY 05-06 Draft Final Budget

**Attachment B:** FY 05-06 Funded Personnel

7.5

Attachment A

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT**

**FY 05-06**

**DRAFT FINAL BUDGET**

7.91

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

REVENUE SOURCE	EST ACTUAL FY 04-05	ORIGINAL FY 05-06	DRAFT FINAL FY 05-06	CHANGE FROM FY 04-05 ACTUAL	VARIANCE FROM ORIG
1 Passenger Fares	\$ 3,504,764	\$ 4,014,157	\$ 3,574,868	2.0%	\$ (439,289)
2 Special Transit Fares	\$ 2,359,615	\$ 2,231,867	\$ 2,414,780	2.3%	\$ 182,913
3 Paratransit Fares	\$ 248,000	\$ 356,400	\$ 295,500	19.2%	\$ (60,900)
4 Highway 17 Fares	\$ 626,776	\$ 593,752	\$ 626,776	0.0%	\$ 33,024
5 Highway 17 Payments	\$ 409,195	\$ 470,959	\$ 409,195	0.0%	\$ (61,764)
6 Commissions	\$ 6,000	\$ 7,548	\$ 6,000	0.0%	\$ (1,548)
7 Advertising Income	\$ 50,000	\$ 90,000	\$ 50,000	0.0%	\$ (40,000)
8 Rent Income - SC Metro Center	\$ 95,745	\$ 98,617	\$ 93,903	-1.9%	\$ (4,714)
9 Rent Income - Watsonville TC	\$ 47,877	\$ 49,313	\$ 47,995	0.2%	\$ (1,318)
10 Rent Income - General	\$ 12,800	\$ -	\$ 4,800	-62.5%	\$ 4,800
11 Interest Income	\$ 420,000	\$ 297,000	\$ 420,000	0.0%	\$ 123,000
12 Other Non-Transp Revenue	\$ 4,500	\$ 6,120	\$ 4,500	0.0%	\$ (1,620)
13 Sales Tax	\$15,377,900	\$15,839,237	\$ 15,839,237	3.0%	\$ -
14 Transp Dev Act (TDA) Funds	\$ 5,413,251	\$ 5,662,791	\$ 5,677,686	4.9%	\$ 14,895
15 FTA Sec 5307 - Op Assistance	\$ 2,950,231	\$ 2,804,435	\$ 3,091,556	4.8%	\$ 287,121
16 Repay FTA Advance (#1 of 5)	\$ -	\$ -	\$ (70,000)	100.0%	\$ (70,000)
17 FTA Sec 5311 - Rural Op Asst	\$ 92,928	\$ 65,704	\$ 65,704	-29.3%	\$ -
18 Transfer from Capital/Proj Mgr	\$ 102,000	\$ 107,100	\$ 102,000	0.0%	\$ (5,100)
<b>SUBTOTAL REVENUE</b>	<b>\$31,721,582</b>	<b>\$32,695,000</b>	<b>\$ 32,654,500</b>	<b>2.9%</b>	<b>\$ (40,500)</b>
<b>ONE-TIME REVENUE</b>					
19 FTA Sec 5307 - One Time Advance	\$ 350,000	\$ -	\$ -		\$ -
20 Carryover from Previous Year	\$ 800,000	\$ 800,000	\$ 935,500		\$ 135,500
21 Transfer from Reserves	\$ -	\$ 335,000	\$ 335,000		\$ -
22 Transfer from Insurance Reserves	\$ 150,000	\$ 150,000	\$ 150,000		\$ -
<b>SUBTOTAL ONE-TIME REVENUE</b>	<b>\$ 1,300,000</b>	<b>\$ 1,285,000</b>	<b>\$ 1,420,500</b>		<b>\$ 135,500</b>
<b>TOTAL REVENUE</b>	<b>\$33,021,582</b>	<b>\$33,980,000</b>	<b>\$ 34,075,000</b>	<b>3.2%</b>	<b>\$ 95,000</b>

Updated 5/05/05

7.92

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

<b>DEPARTMENT</b>	<b>FY 04-05 REVISED</b>	<b>FY 05-06 ORIGINAL</b>	<b>FY 05-06 DRAFT FINAL</b>	<b>% CHANGE FROM FY 04-05</b>	<b>VAR FROM ORIG</b>
1100 Administration	1,468,122	1,544,959	1,567,614	6.8%	22,655
1200 Finance	1,459,072	1,508,727	1,431,617	-1.9%	(77,110)
1300 Customer Service	586,308	576,919	566,852	-3.3%	(10,067)
1400 Human Resources	384,325	409,360	448,258	16.6%	38,898
1500 Information Technology	549,711	558,877	569,143	3.5%	10,266
1700 District Counsel	388,251	412,057	408,671	5.3%	(3,386)
1800 Risk Management	254,915	258,014	259,015	1.6%	1,001
2200 Facilities Maintenance	1,516,062	1,577,207	1,407,845	-7.1%	(169,362)
3100 Paratransit Program	3,372,341	3,105,440	3,585,160	6.3%	479,720
3200 Operations	2,487,177	2,584,768	2,529,688	1.7%	(55,080)
3300 Bus Operators	12,673,947	12,818,005	12,730,992	0.5%	(87,013)
4100 Fleet Maintenance	6,864,040	7,090,374	7,413,882	8.0%	323,508
9001 Cobra Benefits	-	-	-	0.0%	-
9005 Retired Employee Benefits	1,020,679	1,076,316	1,155,813	13.2%	79,497
Additional Operating Programs	300	300	450	50.0%	150
<b>SUBTOTAL OPERATING EXPENSE</b>	<b>33,025,250</b>	<b>33,521,323</b>	<b>34,075,000</b>	<b>3.2%</b>	<b>553,677</b>
One-Time Paratransit Expenses	37,428	70,000	-	-100.0%	(70,000)
Contingency Fund	-	300,000	-	-100.0%	(300,000)
<b>TOTAL OPERATING EXPENSES</b>	<b>33,062,678</b>	<b>33,891,323</b>	<b>34,075,000</b>	<b>3.1%</b>	<b>183,677</b>

7.93



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

ACCOUNT	FY 04-05 REVISED	FY 05-06 DRAFT FINAL	% CHANGE FROM FY 04-05
<b>LABOR</b>			
501011 Bus Operator Pay	7,430,402	7,897,147	6.3%
501013 Bus Operator OT	1,110,350	1,154,109	3.9%
501021 Other Salaries	6,050,533	6,223,417	2.9%
501023 Other OT	192,616	166,200	-13.7%
Totals	14,783,901	15,440,873	4.4%
<b>FRINGE BENEFITS</b>			
502011 Medicare/SS	176,478	226,164	28.2%
502021 Retirement	1,600,993	1,728,898	8.0%
502031 Medical Ins	3,288,358	3,724,628	13.3%
502041 Dental Ins	520,945	534,944	2.7%
502045 Vision Ins	140,610	144,360	2.7%
502051 Life Ins	68,330	48,768	-28.6%
502060 State Disability	260,616	333,050	27.8%
502061 Disability Ins	250,467	187,124	-25.3%
502071 State Unemployment	91,750	85,251	-7.1%
502081 Worker's Comp	1,489,828	1,396,680	-6.3%
502101 Holiday Pay	312,591	349,401	11.8%
502103 Floating Holiday	62,708	63,200	0.8%
502109 Sick Leave	741,940	764,588	3.1%
502111 Vacation	1,498,472	1,546,028	3.2%
502121 Other Paid Absence	164,807	184,803	12.1%
502251 Phys. Exam - Renewal	13,498	15,178	12.4%
502253 Driver Lic Renewal	4,531	3,941	-13.0%
502999 Other Fringe Benefits	17,327	18,425	6.3%
Totals	10,704,249	11,355,430	6.1%
<b>SERVICES</b>			
503011 Accting/Audit Fees	80,250	77,650	-3.2%
503012 Admin/Bank Fees	231,450	238,309	3.0%
503031 Prof/Technical & Fees	231,248	324,594	40.4%
503032 Legislative Services	73,180	87,375	19.4%
503033 Legal Services	54,320	55,950	3.0%
503034 Employment Exams	18,388	9,369	-49.0%
503041 Temp Help	94,640	-	-100.0%
503161 Custodial Services	95,800	107,800	12.5%
503162 Uniforms/Laundry	54,478	57,223	5.0%
503171 Security Services	392,555	424,699	8.2%
503221 Classified/Legal Ads	18,348	19,200	4.6%
503225 Graphics Services	13,007	15,450	18.8%
503351 Building Repair - Out	35,000	35,000	0.0%
503352 Equip Repair - Out	158,539	176,578	11.4%
503353 Rev Veh Repair - Out	259,542	289,769	11.6%
503354 Other Veh Repair - Out	56,341	58,031	3.0%
503363 Haz Waste Disposal	31,000	31,000	0.0%
Totals	1,898,086	2,007,997	5.8%

7.94

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

ACCOUNT	FY 04-05 REVISED	FY 05-06 DRAFT FINAL	% CHANGE FROM FY 04-05
<b>PURCHASED TRANSPORTATION</b>			
503405 Contract Transp	-	-	0.0%
503406 Contract/Paratransit	1,064,000	309,600	-70.9%
<b>Totals</b>	<b>1,064,000</b>	<b>309,600</b>	<b>-70.9%</b>
<b>MOBILE MATERIALS &amp; SUPPLIES</b>			
504011 Fuels & Lubricants	90,280	85,148	-5.7%
504012 Fuels & Lubricants - Rev Veh	1,565,474	2,009,299	28.4%
504021 Tires & Tubes	170,000	178,560	5.0%
504161 Other Mobile Supplies	13,500	7,740	-42.7%
504191 Rev Vehicle Parts	359,000	407,510	13.5%
<b>Totals</b>	<b>2,198,254</b>	<b>2,688,257</b>	<b>22.3%</b>
<b>OTHER MATERIALS &amp; SUPPLIES</b>			
504205 Freight Out	4,724	5,511	16.7%
504211 Postage & Mailing	26,650	18,847	-29.3%
504214 Promotional Items	25	26	4.0%
504215 Printing	83,293	65,088	-21.9%
504217 Photo Supp/Process	10,120	13,015	28.6%
504311 Office Supplies	89,518	70,948	-20.7%
504315 Safety Supplies	21,018	21,875	4.1%
504317 Cleaning Supplies	54,170	58,730	8.4%
504409 Repair/Maint Supply	67,881	55,000	-19.0%
504421 Non-Inventory Parts	43,000	40,500	-5.8%
504511 Small Tools	13,700	8,100	-40.9%
504515 Employee Tools	1,800	2,500	38.9%
<b>Totals</b>	<b>415,899</b>	<b>360,140</b>	<b>-13.4%</b>
<b>UTILITIES</b>			
505011 Gas & Electric	194,600	160,100	-17.7%
505021 Water & Garbage	95,207	96,100	0.9%
505031 Telecommunications	72,298	83,682	15.7%
<b>Totals</b>	<b>362,105</b>	<b>339,882</b>	<b>-6.1%</b>
<b>CASUALTY &amp; LIABILITY COSTS</b>			
506011 Insurance - Property	40,506	49,500	22.2%
506015 Insurance - PL/PD	541,000	440,000	-18.7%
506021 Insurance - Other	1,000	1,600	60.0%
506123 Settlement Costs	150,000	150,000	0.0%
506127 Repair - District Prop	-	-	0.0%
506999 Other Casualty Exp	-	-	0.0%
<b>Totals</b>	<b>732,506</b>	<b>641,100</b>	<b>-12.5%</b>

7.95

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

ACCOUNT	FY 04-05 REVISED	FY 05-06 DRAFT FINAL	% CHANGE FROM FY 04-05
<b>TAXES</b>			
507051 Fuel Tax	10,544	10,661	1.1%
507201 Licenses & Permits	12,795	12,082	-5.6%
507999 Other Taxes	25,200	25,000	-0.8%
Totals	48,539	47,743	-1.6%
<b>MISC EXPENSE</b>			
509011 Dues/Subscriptions	52,071	54,159	4.0%
509081 Advertising-Promo	-	-	0.0%
509101 Incentive Program	7,820	5,767	-26.3%
509121 Employee Training	5,585	8,800	57.6%
509123 Travel	20,015	21,870	9.3%
509125 Other Misc Expense	4,000	6,628	65.7%
509127 Board Fees	13,200	13,200	0.0%
509150 Contributions	500	500	0.0%
Totals	103,191	125,924	22.0%
<b>LEASES &amp; RENTALS</b>			
512011 Facility Lease	692,141	736,122	6.4%
512061 Equipment Rental	22,380	21,932	-2.0%
Totals	714,521	758,054	6.1%
<b>PERSONNEL TOTAL</b>	25,488,150	26,796,303	5.1%
<b>NON-PERSONNEL TOTAL</b>	7,537,101	7,278,697	-3.4%
<b>DEPARTMENT TOTALS</b>	33,025,250	34,075,000	3.2%
One-Time Paratransit Expenses	37,428	-	-100.0%
Contingency Fund	-	-	0.0%
<b>TOTAL OPERATING EXPENSE</b>	33,062,678	34,075,000	3.1%

7.96

**ADMINISTRATION**

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

ACCOUNT	FY 04-05 REVISED	FY 05-06 DRAFT FIN	% CHANGE FROM FY 04-05
<b>LABOR</b>			
501021 Other Salaries	558,713	587,867	5.2%
501023 Other OT	500	500	0.0%
<b>Totals</b>	<b>559,213</b>	<b>588,367</b>	<b>5.2%</b>
<b>FRINGE BENEFITS</b>			
502011 Medicare/SS	9,697	9,452	-2.5%
502021 Retirement	71,744	71,609	-0.2%
502031 Medical Ins	66,548	71,567	7.5%
502041 Dental Ins	10,642	10,128	-4.8%
502045 Vision Ins	3,240	3,147	-2.9%
502051 Life Ins	1,976	1,332	-32.6%
502060 State Disability (SDI)	6,649	8,491	27.7%
502061 Long Term Disability Ins	8,972	6,268	-30.1%
502071 State Unemployment (SUI)	2,174	2,174	0.0%
502081 Worker's Comp	31,987	28,181	-11.9%
502101 Holiday Pay	7,570	7,564	-0.1%
502103 Floating Holiday	14,800	15,200	2.7%
502109 Sick Leave	30,279	30,257	-0.1%
502111 Vacation	54,981	54,757	-0.4%
502121 Other Paid Absence	4,000	4,000	0.0%
502999 Other Fringe Benefits	1,581	1,600	1.2%
<b>Totals</b>	<b>326,839</b>	<b>325,726</b>	<b>-0.3%</b>
<b>SERVICES</b>			
503012 Admin/Bank Fees	1,100	1,100	0.0%
503031 Prof/Technical & Fees	14,080	67,580	380.0%
503032 Legislative Services	73,180	87,375	19.4%
503041 Temp Help	14,000	-	-100.0%
503221 Classified/Legal Ads	7,478	7,700	3.0%
503352 Equip Repair - Out	7,500	7,015	-6.5%
<b>Totals</b>	<b>117,338</b>	<b>170,770</b>	<b>45.5%</b>
<b>OTHER MATERIALS &amp; SUPPLIES</b>			
504211 Postage & Mailing	9,100	9,250	1.6%
504215 Printing	6,580	2,760	-58.1%
504217 Photo Supp/Process	100	100	0.0%
504311 Office Supplies	6,630	6,940	4.7%
<b>Totals</b>	<b>22,410</b>	<b>19,050</b>	<b>-15.0%</b>
<b>UTILITIES</b>			
505011 Gas & Electric	43,000	37,000	-14.0%
505021 Water & Garbage	4,645	5,600	20.6%
505031 Telecommunications	5,436	4,100	-24.6%
<b>Totals</b>	<b>53,081</b>	<b>46,700</b>	<b>-12.0%</b>

7.97

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

ACCOUNT	FY 04-05 REVISED	FY 05-06 DRAFT FIN	% CHANGE FROM FY 04-05
<b>MISC EXPENSE</b>			
509011 Dues/Subscriptions	43,480	44,790	3.0%
509085 Advertising - Rev Prod	-	15,000	0.0%
509101 Incentive Program	4,820	2,767	-42.6%
509123 Travel	18,295	20,000	9.3%
509125 Other Misc Expense	3,100	5,778	86.4%
509127 Board Fees	13,200	13,200	0.0%
Totals	<u>82,895</u>	<u>101,535</u>	22.5%
<b>LEASES &amp; RENTALS</b>			
512011 Facility Lease	304,006	313,126	3.0%
512061 Equipment Rental	2,340	2,340	0.0%
Totals	<u>306,346</u>	<u>315,466</u>	3.0%
 PERSONNEL TOTAL	 886,052	 914,093	 3.2%
 NON-PERSONNEL TOTAL	 582,070	 653,521	 12.3%
 DEPARTMENT TOTALS	 <u>1,468,122</u>	 <u>1,567,614</u>	 6.8%

7.98

**FINANCE**

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

ACCOUNT	FY 04-05 REVISED	FY 05-06 DRAFT FIN	% CHANGE FROM FY 04-05
<b>LABOR</b>			
501021 Other Salaries	356,683	386,143	8.3%
501023 Other OT	500	500	0.0%
<b>Totals</b>	<b>357,183</b>	<b>386,643</b>	<b>8.2%</b>
<b>FRINGE BENEFITS</b>			
502011 Medicare/SS	2,567	3,724	45.1%
502021 Retirement	44,131	47,460	7.5%
502031 Medical Ins	50,060	67,662	35.2%
502041 Dental Ins	9,015	10,511	16.6%
502045 Vision Ins	2,160	2,448	13.3%
502051 Life Ins	1,317	1,005	-23.7%
502060 State Disability (SDI)	4,433	6,605	49.0%
502061 Long Term Disability Ins	5,519	6,553	18.7%
502071 State Unemployment (SUI)	1,449	1,691	16.7%
502081 Worker's Comp	6,287	5,539	-11.9%
502101 Holiday Pay	4,522	4,857	7.4%
502103 Floating Holiday	7,900	8,100	2.5%
502109 Sick Leave	18,087	19,427	7.4%
502111 Vacation	37,990	39,175	3.1%
502121 Other Paid Absence	6,000	6,000	0.0%
502999 Other Fringe Benefits	533	700	31.3%
<b>Totals</b>	<b>201,970</b>	<b>231,457</b>	<b>14.6%</b>
<b>SERVICES</b>			
503011 Accting/Audit Fees	80,000	77,400	-3.3%
503012 Admin/Bank Fees	230,300	237,209	3.0%
503031 Prof/Technical & Fees	-	100	100.0%
503352 Equip Repair - Out	400	686	71.5%
<b>Totals</b>	<b>310,700</b>	<b>315,395</b>	<b>1.5%</b>
<b>OTHER MATERIALS &amp; SUPPLIES</b>			
504211 Postage & Mailing	100	103	3.0%
504215 Printing	750	773	3.1%
504311 Office Supplies	2,956	3,090	4.5%
<b>Totals</b>	<b>3,806</b>	<b>3,966</b>	<b>4.2%</b>
<b>UTILITIES</b>			
505031 Telecommunications	1,500	1,500	0.0%
<b>Totals</b>	<b>1,500</b>	<b>1,500</b>	<b>0.0%</b>

**7.99**

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

ACCOUNT	FY 04-05 REVISED	FY 05-06 DRAFT FIN	% CHANGE FROM FY 04-05
<b>CASUALTY &amp; LIABILITY COSTS</b>			
506011 Insurance - Property	40,506	49,500	22.2%
506015 Insurance - PL/PD	541,000	440,000	-18.7%
506021 Insurance - Other	1,000	1,600	60.0%
Totals	<u>582,506</u>	<u>491,100</u>	-15.7%
<b>TAXES</b>			
507201 Licenses & Permits	200	206	3.0%
Totals	<u>200</u>	<u>206</u>	3.0%
<b>MISC EXPENSE</b>			
509011 Dues/Subscriptions	1,157	1,300	12.4%
509101 Incentive Program	-	-	0.0%
509123 Travel	50	50	0.0%
Totals	<u>1,207</u>	<u>1,350</u>	11.8%
PERSONNEL TOTAL	559,153	618,100	10.5%
NON-PERSONNEL TOTAL	899,919	813,517	-9.6%
DEPARTMENT TOTALS	<u><u>1,459,072</u></u>	<u><u>1,431,617</u></u>	-1.9%

7.910

**CUSTOMER SERVICE**

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

ACCOUNT	FY 04-05 REVISED	FY 05-06 DRAFT FIN	% CHANGE FROM FY 04-05
<b>LABOR</b>			
501021 Other Salaries	253,049	243,184	-3.9%
501023 Other OT	1,500	1,500	0.0%
<b>Totals</b>	<b>254,549</b>	<b>244,684</b>	<b>-3.9%</b>
<b>FRINGE BENEFITS</b>			
502011 Medicare/SS	1,253	1,700	35.7%
502021 Retirement	31,470	30,196	-4.0%
502031 Medical Ins	44,773	47,331	5.7%
502041 Dental Ins	9,670	9,344	-3.4%
502045 Vision Ins	2,340	2,098	-10.3%
502051 Life Ins	1,105	702	-36.5%
502060 State Disability (SDI)	4,433	5,661	27.7%
502061 Long Term Disability Ins	3,936	4,557	15.8%
502071 State Unemployment (SUI)	1,449	1,449	0.0%
502081 Worker's Comp	80,620	71,026	-11.9%
502101 Holiday Pay	3,040	2,976	-2.1%
502109 Sick Leave	12,606	11,904	-5.6%
502111 Vacation	34,784	32,967	-5.2%
502121 Other Paid Absence	4,000	4,000	0.0%
502999 Other Fringe Benefits	221	250	13.1%
<b>Totals</b>	<b>235,699</b>	<b>226,162</b>	<b>-4.0%</b>
<b>SERVICES</b>			
503031 Prof/Technical & Fees	18,000	18,540	3.0%
503225 Graphics Services	13,007	15,450	18.8%
503352 Equip Repair - Out	2,500	2,575	3.0%
<b>Totals</b>	<b>33,507</b>	<b>36,565</b>	<b>9.1%</b>
<b>OTHER MATERIALS &amp; SUPPLIES</b>			
504211 Postage & Mailing	3,500	5,150	47.1%
504215 Printing	42,493	30,900	-27.3%
504217 Photo Supp/Process	2,150	4,275	98.8%
504311 Office Supplies	2,500	4,635	85.4%
<b>Totals</b>	<b>50,643</b>	<b>44,960</b>	<b>-11.2%</b>
<b>UTILITIES</b>			
505031 Telecommunications	5,000	6,300	26.0%
<b>Totals</b>	<b>5,000</b>	<b>6,300</b>	<b>26.0%</b>
<b>TAXES</b>			
507201 Licenses & Permits	1,360	2,431	78.8%
<b>Totals</b>	<b>1,360</b>	<b>2,431</b>	<b>78.8%</b>

7.911



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

ACCOUNT	FY 04-05 REVISED	FY 05-06 DRAFT FIN	% CHANGE FROM FY 04-05
<b>MISC EXPENSE</b>			
509123 Travel	50	50	0.0%
509150 Contributions	500	500	0.0%
Totals	<u>550</u>	<u>550</u>	0.0%
<b>LEASES &amp; RENTALS</b>			
512061 Equipment Rental	5,000	5,200	4.0%
Totals	<u>5,000</u>	<u>5,200</u>	4.0%
PERSONNEL TOTAL	490,248	470,846	-4.0%
NON-PERSONNEL TOTAL	96,060	96,006	-0.1%
DEPARTMENT TOTALS	<u><u>586,308</u></u>	<u><u>566,852</u></u>	-3.3%

7.912

HRD

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

ACCOUNT	FY 04-05 REVISED	FY 05-06 DRAFT FIN	% CHANGE FROM FY 04-05
<b>LABOR</b>			
501021 Other Salaries	199,357	244,179	22.5%
501023 Other OT	1,416	1,000	-29.4%
<b>Totals</b>	<b>200,773</b>	<b>245,179</b>	<b>22.1%</b>
<b>FRINGE BENEFITS</b>			
502011 Medicare/SS	3,263	3,918	20.1%
502021 Retirement	23,769	28,997	22.0%
502031 Medical Ins	20,760	28,981	39.6%
502041 Dental Ins	5,324	6,330	18.9%
502045 Vision Ins	1,440	1,574	9.3%
502051 Life Ins	830	876	5.5%
502060 State Disability (SDI)	2,955	4,718	59.7%
502061 Long Term Disability Ins	2,833	1,685	-40.5%
502071 State Unemployment (SUI)	966	1,208	25.1%
502081 Worker's Comp	44,589	39,283	-11.9%
502101 Holiday Pay	2,596	2,754	6.1%
502103 Floating Holiday	3,900	5,700	46.2%
502109 Sick Leave	10,384	12,660	21.9%
502111 Vacation	14,787	17,015	15.1%
502121 Other Paid Absence	1,000	1,000	0.0%
502999 Other Fringe Benefits	675	675	0.0%
<b>Totals</b>	<b>140,072</b>	<b>157,373</b>	<b>12.4%</b>
<b>SERVICES</b>			
503031 Prof/Technical & Fees	9,400	12,600	34.0%
503034 Employment Exams	18,388	9,369	-49.0%
503221 Classified/Legal Ads	5,370	6,000	11.7%
503352 Equip Repair - Out	200	100	-50.0%
<b>Totals</b>	<b>33,358</b>	<b>28,069</b>	<b>-15.9%</b>
<b>OTHER MATERIALS &amp; SUPPLIES</b>			
504211 Postage & Mailing	150	225	50.0%
504215 Printing	250	5,350	2040.0%
504217 Photo Supp/Process	400	350	-12.5%
504311 Office Supplies	1,150	1,600	39.1%
<b>Totals</b>	<b>1,950</b>	<b>7,525</b>	<b>285.9%</b>
<b>UTILITIES</b>			
505031 Telecommunications	912	912	0.0%
<b>Totals</b>	<b>912</b>	<b>912</b>	<b>0.0%</b>

7.913

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

ACCOUNT	FY 04-05 REVISED	FY 05-06 DRAFT FIN	% CHANGE FROM FY 04-05
<b>MISC EXPENSE</b>			
509011 Dues/Subscriptions	2,210	3,250	47.1%
509121 Employee Training	4,400	5,000	13.6%
509123 Travel	50	100	100.0%
509125 Other Misc Expense	600	850	41.7%
Totals	<u>7,260</u>	<u>9,200</u>	26.7%
 PERSONNEL TOTAL	 340,845	 402,552	 18.1%
 NON-PERSONNEL TOTAL	 43,480	 45,706	 5.1%
 DEPARTMENT TOTALS	 <u>384,325</u>	 <u>448,258</u>	 16.6%

7.914

IT

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

ACCOUNT	FY 04-05 REVISED	FY 05-06 DRAFT FIN	% CHANGE FROM FY 04-05
<b>LABOR</b>			
501021 Other Salaries	253,204	279,757	10.5%
501023 Other OT	1,500	1,500	0.0%
<b>Totals</b>	<b>254,704</b>	<b>281,257</b>	<b>10.4%</b>
<b>FRINGE BENEFITS</b>			
502011 Medicare/SS	4,746	4,507	-5.0%
502021 Retirement	34,863	33,979	-2.5%
502031 Medical Ins	39,308	45,270	15.2%
502041 Dental Ins	5,838	7,196	23.3%
502045 Vision Ins	1,440	1,399	-2.8%
502051 Life Ins	974	654	-32.9%
502060 State Disability (SDI)	2,955	3,774	27.7%
502061 Long Term Disability Ins	4,360	2,078	-52.3%
502071 State Unemployment (SUI)	966	966	0.0%
502081 Worker's Comp	3,739	3,294	-11.9%
502101 Holiday Pay	3,693	3,643	-1.4%
502103 Floating Holiday	7,800	8,400	7.7%
502109 Sick Leave	14,771	14,571	-1.4%
502111 Vacation	26,157	23,620	-9.7%
502121 Other Paid Absence	2,000	2,000	0.0%
502999 Other Fringe Benefits	459	500	8.9%
<b>Totals</b>	<b>154,069</b>	<b>155,851</b>	<b>1.2%</b>
<b>SERVICES</b>			
503031 Prof/Technical & Fees	2,500	5,000	100.0%
503041 Temp Help	33,000	-	-100.0%
503352 Equip Repair - Out	70,202	80,500	14.7%
<b>Totals</b>	<b>105,702</b>	<b>85,500</b>	<b>-19.1%</b>
<b>OTHER MATERIALS &amp; SUPPLIES</b>			
504211 Postage & Mailing	200	200	0.0%
504215 Printing	200	200	0.0%
504311 Office Supplies	17,600	27,000	53.4%
<b>Totals</b>	<b>18,000</b>	<b>27,400</b>	<b>52.2%</b>
<b>UTILITIES</b>			
505031 Telecommunications	17,100	17,000	-0.6%
<b>Totals</b>	<b>17,100</b>	<b>17,000</b>	<b>-0.6%</b>
<b>MISC EXPENSE</b>			
509011 Dues/Subscriptions	85	85	0.0%
509121 Employee Training	-	2,000	0.0%
509123 Travel	50	50	0.0%
<b>Totals</b>	<b>135</b>	<b>2,135</b>	<b>1481.5%</b>
<b>PERSONNEL TOTAL</b>	<b>408,774</b>	<b>437,108</b>	<b>6.9%</b>
<b>NON-PERSONNEL TOTAL</b>	<b>140,937</b>	<b>132,035</b>	<b>-6.3%</b>
<b>DEPARTMENT TOTALS</b>	<b>549,711</b>	<b>569,143</b>	<b>3.5%</b>

7.915

District Counsel

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

ACCOUNT	FY 04-05 REVISED	FY 05-06 DRAFT FIN	% CHANGE FROM FY 04-05
<b>LABOR</b>			
501021 Other Salaries	205,911	244,626	18.8%
501023 Other OT	500	500	0.0%
Totals	206,411	245,126	18.8%
<b>FRINGE BENEFITS</b>			
502011 Medicare/SS	3,845	3,925	2.1%
502021 Retirement	28,456	29,962	5.3%
502031 Medical Ins	44,247	48,965	10.7%
502041 Dental Ins	8,040	8,040	0.0%
502045 Vision Ins	1,440	1,399	-2.8%
502051 Life Ins	830	561	-32.4%
502060 State Disability (SDI)	2,955	3,774	27.7%
502061 Long Term Disability Ins	3,559	2,673	-24.9%
502071 State Unemployment (SUI)	966	966	0.0%
502081 Worker's Comp	3,629	3,197	-11.9%
502101 Holiday Pay	3,001	3,133	4.4%
502103 Floating Holiday	6,066	6,200	2.2%
502109 Sick Leave	12,005	12,533	4.4%
502111 Vacation	20,907	23,953	14.6%
502121 Other Paid Absence	2,300	2,300	0.0%
502999 Other Fringe Benefits	459	500	8.9%
Totals	142,705	152,082	6.6%
<b>SERVICES</b>			
503031 Prof/Technical & Fees	450	464	3.1%
503033 Legal Services	2,250	2,318	3.0%
503041 Temp Help	27,840	-	-100.0%
503352 Equip Repair - Out	50	52	4.0%
Totals	30,590	2,834	-90.7%
<b>OTHER MATERIALS &amp; SUPPLIES</b>			
504211 Postage & Mailing	50	52	4.0%
504215 Printing	90	93	3.3%
504217 Photo Supp/Process	50	52	4.0%
504311 Office Supplies	1,470	927	-36.9%
Totals	1,660	1,124	-32.3%
<b>UTILITIES</b>			
505031 Telecommunications	550	550	0.0%
Totals	550	550	0.0%

7.916

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

ACCOUNT	FY 04-05 REVISED	FY 05-06 DRAFT FIN	% CHANGE FROM FY 04-05
<b>TAXES</b>			
507201 Licenses & Permits	150	155	3.3%
Totals	<u>150</u>	<u>155</u>	3.3%
<b>MISC EXPENSE</b>			
509011 Dues/Subscriptions	3,800	3,800	0.0%
509101 Incentive Program	-	-	0.0%
509121 Employee Training	1,185	1,800	51.9%
509123 Travel	1,200	1,200	0.0%
Totals	<u>6,185</u>	<u>6,800</u>	9.9%
<b>PERSONNEL TOTAL</b>	349,116	397,208	13.8%
<b>NON-PERSONNEL TOTAL</b>	39,135	11,463	-70.7%
<b>DEPARTMENT TOTALS</b>	<u><u>388,251</u></u>	<u><u>408,671</u></u>	5.3%

7.917

Risk Management

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

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

7.918

**FACILITIES MAINTENANCE**

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

ACCOUNT	FY 04-05 REVISED	FY 05-06 DRAFT FIN	% CHANGE FROM FY 04-05
<b>LABOR</b>			
501021 Other Salaries	600,095	538,985	-10.2%
501023 Other OT	19,000	19,000	0.0%
Totals	619,095	557,985	-9.9%
<b>FRINGE BENEFITS</b>			
502011 Medicare/SS	6,163	6,106	-0.9%
502021 Retirement	73,828	66,304	-10.2%
502031 Medical Ins	134,021	134,152	0.1%
502041 Dental Ins	24,062	20,883	-13.2%
502045 Vision Ins	5,220	4,546	-12.9%
502051 Life Ins	2,620	1,521	-41.9%
502060 State Disability (SDI)	11,082	13,209	19.2%
502061 Long Term Disability Ins	9,233	10,665	15.5%
502071 State Unemployment (SUI)	3,623	3,381	-6.7%
502081 Worker's Comp	40,200	35,416	-11.9%
502101 Holiday Pay	7,442	6,772	-9.0%
502103 Floating Holiday	3,647	-	-100.0%
502109 Sick Leave	30,226	27,089	-10.4%
502111 Vacation	71,922	66,966	-6.9%
502121 Other Paid Absence	8,000	8,000	0.0%
502999 Other Fringe Benefits	518	600	15.8%
Totals	431,806	405,610	-6.1%
<b>SERVICES</b>			
503031 Prof/Technical & Fees	16,000	16,000	0.0%
503161 Custodial Services	95,800	107,800	12.5%
503162 Uniforms/Laundry	7,000	9,000	28.6%
503171 Security Services	7,500	7,500	0.0%
503351 Building Repair - Out	35,000	35,000	0.0%
503352 Equip Repair - Out	17,136	20,000	16.7%
503363 Haz Waste Disposal	31,000	31,000	0.0%
Totals	209,436	226,300	8.1%
<b>OTHER MATERIALS &amp; SUPPLIES</b>			
504205 Freight Out	-	-	0.0%
504215 Printing	1,530	1,000	-34.6%
504217 Photo Supp/Process	120	200	66.7%
504311 Office Supplies	1,500	1,500	0.0%
504315 Safety Supplies	8,184	8,000	-2.2%
504317 Cleaning Supplies	35,000	35,000	0.0%
504409 Repair/Maint Supply	67,781	55,000	-18.9%
504511 Small Tools	3,000	3,000	0.0%
Totals	117,115	103,700	-11.5%

7.219



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

ACCOUNT	FY 04-05 REVISED	FY 05-06 DRAFT FIN	% CHANGE FROM FY 04-05
<b>UTILITIES</b>			
505011 Gas & Electric	50,330	35,000	-30.5%
505021 Water & Garbage	45,900	38,000	-17.2%
505031 Telecommunications	1,000	1,000	0.0%
Totals	<u>97,230</u>	<u>74,000</u>	<u>-23.9%</u>
<b>TAXES</b>			
507201 Licenses & Permits	9,890	9,100	-8.0%
507999 Other Taxes	25,200	25,000	-0.8%
Totals	<u>35,090</u>	<u>34,100</u>	<u>-2.8%</u>
<b>MISC EXPENSE</b>			
509123 Travel	50	50	0.0%
Totals	<u>50</u>	<u>50</u>	<u>0.0%</u>
<b>LEASES &amp; RENTALS</b>			
512061 Equipment Rental	6,240	6,100	-2.2%
Totals	<u>6,240</u>	<u>6,100</u>	<u>-2.2%</u>
PERSONNEL TOTAL	1,050,901	963,595	-8.3%
NON-PERSONNEL TOTAL	465,161	444,250	-4.5%
DEPARTMENT TOTALS	<u><u>1,516,062</u></u>	<u><u>1,407,845</u></u>	<u><u>-7.1%</u></u>

7.920

ADA

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

ACCOUNT	FY 04-05 REVISED	FY 05-06 DRAFT FIN	% CHANGE FROM FY 04-05
<b>LABOR</b>			
501011 Bus Operator Pay	676,972	1,199,546	77.2%
501013 Bus Operator OT	90,000	58,000	-35.6%
501021 Other Salaries	216,688	221,600	2.3%
501023 Other OT	1,200	200	-83.3%
<b>Totals</b>	<b>984,860</b>	<b>1,479,346</b>	<b>50.2%</b>
<b>FRINGE BENEFITS</b>			
502011 Medicare/SS	17,802	23,283	30.8%
502021 Retirement	109,389	156,371	42.9%
502031 Medical Ins	353,833	516,057	45.8%
502041 Dental Ins	55,290	72,479	31.1%
502045 Vision Ins	14,070	18,883	34.2%
502051 Life Ins	6,531	6,504	-0.4%
502060 State Disability (SDI)	44,894	56,609	26.1%
502061 Long Term Disability Ins	15,635	23,326	49.2%
502071 State Unemployment (SUI)	21,231	14,490	-31.8%
502081 Worker's Comp	18,000	100,000	455.6%
502101 Holiday Pay	17,453	44,898	157.3%
502103 Floating Holiday	5,800	6,000	3.4%
502109 Sick Leave	71,079	77,581	9.1%
502111 Vacation	82,717	89,752	8.5%
502121 Other Paid Absence	5,000	25,000	400.0%
502251 Phys. Exam - Renewal	1,650	3,000	81.8%
502253 Driver Lic Renewal	1,100	720	-34.5%
502999 Other Fringe Benefits	2,573	3,100	20.5%
<b>Totals</b>	<b>844,046</b>	<b>1,238,053</b>	<b>46.7%</b>
<b>SERVICES</b>			
503031 Prof/Technical & Fees	89,818	120,000	33.6%
503162 Uniforms/Laundry	16,808	16,808	0.0%
503352 Equip Repair - Out	855	2,000	133.9%
503353 Rev Veh Repair - Out	41,320	65,000	57.3%
<b>Totals</b>	<b>148,801</b>	<b>203,808</b>	<b>37.0%</b>
<b>PURCHASED TRANS.</b>			
503406 Contract/Paratransit	1,064,000	309,600	-70.9%
<b>Totals</b>	<b>1,064,000</b>	<b>309,600</b>	<b>-70.9%</b>
<b>MOBILE MATERIALS &amp; SUPPLIES</b>			
504011 Fuels & Lubricants	2,500	2,000	-20.0%
504012 Fuels & Lubricants - Rev Veh	95,940	120,000	25.1%
504021 Tires & Tubes	6,000	8,000	33.3%
504161 Other Mobile Supplies	1,500	1,500	0.0%
504191 Rev Vehicle Parts	15,000	20,000	33.3%
<b>Totals</b>	<b>120,940</b>	<b>151,500</b>	<b>25.3%</b>

7.924

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

ACCOUNT	FY 04-05 REVISED	FY 05-06 DRAFT FIN	% CHANGE FROM FY 04-05
<b>OTHER MATERIALS &amp; SUPPLIES</b>			
504205 Freight Out	150	800	433.3%
504211 Postage & Mailing	12,000	2,500	-79.2%
504215 Printing	11,000	3,000	-72.7%
504217 Photo Supp/Process	950	1,500	57.9%
504311 Office Supplies	35,769	6,528	-81.7%
504315 Safety Supplies	2,459	3,500	42.3%
504317 Cleaning Supplies	1,170	2,000	70.9%
504409 Repair/Maint Supply	100	-	-100.0%
504421 Non-Inventory Parts	1,000	500	-50.0%
504511 Small Tools	5,700	1,000	-82.5%
504515 Employee Tools	300	1,000	233.3%
Totals	70,598	22,328	-68.4%
<b>UTILITIES</b>			
505011 Gas & Electric	12,000	11,100	-7.5%
505021 Water & Garbage	4,000	3,500	-12.5%
505031 Telecommunications	21,800	33,000	51.4%
Totals	37,800	47,600	25.9%
<b>TAXES</b>			
507201 Licenses & Permits	625	-	-100.0%
Totals	625	-	-100.0%
<b>MISC EXPENSE</b>			
509011 Dues/Subscriptions	590	250	-57.6%
509123 Travel	150	50	-66.7%
509125 Other Misc Expense	200	-	-100.0%
Totals	940	300	-68.1%
<b>LEASES &amp; RENTALS</b>			
512011 Facility Lease	98,931	132,625	34.1%
512061 Equipment Rental	800	-	-100.0%
Totals	99,731	132,625	33.0%
PERSONNEL TOTAL	1,828,906	2,717,399	48.6%
NON-PERSONNEL TOTAL	1,543,435	867,761	-43.8%
DEPARTMENT TOTALS	<u>3,372,341</u>	<u>3,585,160</u>	<u>6.3%</u>

7.922

**OPERATIONS**

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

ACCOUNT	FY 04-05 REVISED	FY 05-06 DRAFT FIN	% CHANGE FROM FY 04-05
<b>LABOR</b>			
501021 Other Salaries	1,126,070	1,150,593	2.2%
501023 Other OT	74,500	49,500	-33.6%
<b>Totals</b>	<b>1,200,570</b>	<b>1,200,093</b>	<b>0.0%</b>
<b>FRINGE BENEFITS</b>			
502011 Medicare/SS	6,313	8,638	36.8%
502021 Retirement	144,227	142,804	-1.0%
502031 Medical Ins	174,294	184,301	5.7%
502041 Dental Ins	30,220	29,706	-1.7%
502045 Vision Ins	7,200	6,994	-2.9%
502051 Life Ins	3,716	2,526	-32.0%
502060 State Disability (SDI)	14,775	18,870	27.7%
502061 Long Term Disability Ins	18,037	19,584	8.6%
502071 State Unemployment (SUI)	4,830	4,830	0.0%
502081 Worker's Comp	53,296	46,954	-11.9%
502101 Holiday Pay	14,819	14,698	-0.8%
502103 Floating Holiday	8,300	8,500	2.4%
502109 Sick Leave	59,276	58,794	-0.8%
502111 Vacation	154,244	150,667	-2.3%
502121 Other Paid Absence	12,000	12,000	0.0%
502251 Phys. Exam - Renewal	396	396	0.0%
502253 Driver Lic Renewal	216	216	0.0%
502999 Other Fringe Benefits	1,673	1,700	1.6%
<b>Totals</b>	<b>707,833</b>	<b>712,177</b>	<b>0.6%</b>
<b>SERVICES</b>			
503031 Prof/Technical & Fees	25,000	25,750	3.0%
503162 Uniforms/Laundry	670	515	-23.1%
503171 Security Services	385,055	417,199	8.3%
503352 Equip Repair - Out	1,800	2,575	43.1%
<b>Totals</b>	<b>412,525</b>	<b>446,039</b>	<b>8.1%</b>
<b>PURCHASED TRANS.</b>			
503405 Contract Transp	-	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>OTHER MATERIALS &amp; SUPPLIES</b>			
504211 Postage & Mailing	700	515	-26.4%
504214 Promotional Items	25	26	4.0%
504215 Printing	15,000	15,450	3.0%
504217 Photo Supp/Process	6,000	6,180	3.0%
504311 Office Supplies	11,844	12,360	4.4%
504317 Cleaning Supplies	-	100	0.0%
504511 Small Tools	-	100	0.0%
<b>Totals</b>	<b>33,569</b>	<b>34,731</b>	<b>3.5%</b>

7.923

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

ACCOUNT	FY 04-05 REVISED	FY 05-06 DRAFT FIN	% CHANGE FROM FY 04-05
<b>UTILITIES</b>			
505011 Gas & Electric	28,350	27,000	-4.8%
505021 Water & Garbage	20,000	29,000	45.0%
505031 Telecommunications	11,000	11,000	0.0%
Totals	<u>59,350</u>	<u>67,000</u>	<u>12.9%</u>
<b>TAXES</b>			
507201 Licenses & Permits	30	-	-100.0%
Totals	<u>30</u>	<u>-</u>	<u>-100.0%</u>
<b>MISC EXPENSE</b>			
509011 Dues/Subscriptions	70	70	0.0%
509123 Travel	50	50	0.0%
509125 Other Misc Expense	100	-	-100.0%
Totals	<u>220</u>	<u>120</u>	<u>-45.5%</u>
<b>LEASES &amp; RENTALS</b>			
512011 Facility Lease	65,880	62,328	-5.4%
512061 Equipment Rental	7,200	7,200	0.0%
Totals	<u>73,080</u>	<u>69,528</u>	<u>-4.9%</u>
<b>PERSONNEL TOTAL</b>	1,908,403	1,912,270	0.2%
<b>NON-PERSONNEL TOTAL</b>	578,774	617,418	6.7%
<b>DEPARTMENT TOTALS</b>	<u><u>2,487,177</u></u>	<u><u>2,529,688</u></u>	<u><u>1.7%</u></u>

7.924

**BUS OPERATORS**

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

ACCOUNT	FY 04-05 REVISED	FY 05-06 DRAFT FIN	% CHANGE FROM FY 04-05
<b>LABOR</b>			
501011 Bus Operator Pay	6,753,430	6,697,601	-0.8%
501013 Bus Operator OT	1,020,350	1,096,109	7.4%
<b>Totals</b>	<b>7,773,780</b>	<b>7,793,710</b>	<b>0.3%</b>
<b>FRINGE BENEFITS</b>			
502011 Medicare/SS	92,964	133,946	44.1%
502021 Retirement	751,603	833,285	10.9%
502031 Medical Ins	1,037,182	1,062,733	2.5%
502041 Dental Ins	205,558	199,666	-2.9%
502045 Vision Ins	58,320	56,298	-3.5%
502051 Life Ins	27,913	18,720	-32.9%
502060 State Disability (SDI)	125,591	160,392	27.7%
502061 Long Term Disability Ins	142,426	74,546	-47.7%
502071 State Unemployment (SUI)	41,055	41,055	0.0%
502081 Worker's Comp	1,006,948	887,121	-11.9%
502101 Holiday Pay	219,249	228,280	4.1%
502109 Sick Leave	365,414	380,467	4.1%
502111 Vacation	722,040	754,671	4.5%
502121 Other Paid Absence	78,507	80,503	2.5%
502251 Phys. Exam - Renewal	10,000	10,000	0.0%
502253 Driver Lic Renewal	2,480	2,480	0.0%
502999 Other Fringe Benefits	5,917	6,000	1.4%
<b>Totals</b>	<b>4,893,167</b>	<b>4,930,162</b>	<b>0.8%</b>
<b>SERVICES</b>			
503162 Uniforms/Laundry	4,000	4,120	3.0%
<b>Totals</b>	<b>4,000</b>	<b>4,120</b>	<b>3.0%</b>
<b>MISC EXPENSE</b>			
509101 Incentive Program	3,000	3,000	0.0%
<b>Totals</b>	<b>3,000</b>	<b>3,000</b>	<b>0.0%</b>
<b>PERSONNEL TOTAL</b>	<b>12,666,947</b>	<b>12,723,872</b>	<b>0.4%</b>
<b>NON-PERSONNEL TOTAL</b>	<b>7,000</b>	<b>7,120</b>	<b>1.7%</b>
<b>DEPARTMENT TOTALS</b>	<b>12,673,947</b>	<b>12,730,992</b>	<b>0.5%</b>

7.925

**FLEET MAINTENANCE**

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

ACCOUNT	FY 04-05 REVISED	FY 05-06 DRAFT FIN	% CHANGE FROM FY 04-05
<b>LABOR</b>			
501021 Other Salaries	2,280,763	2,326,483	2.0%
501023 Other OT	92,000	92,000	0.0%
<b>Totals</b>	<b>2,372,763</b>	<b>2,418,483</b>	<b>1.9%</b>
<b>FRINGE BENEFITS</b>			
502011 Medicare/SS	27,865	26,965	-3.2%
502021 Retirement	287,513	287,931	0.1%
502031 Medical Ins	422,061	485,496	15.0%
502041 Dental Ins	75,622	73,942	-2.2%
502045 Vision Ins	17,820	17,134	-3.8%
502051 Life Ins	8,694	5,826	-33.0%
502060 State Disability (SDI)	39,894	50,948	27.7%
502061 Long Term Disability Ins	35,957	35,189	-2.1%
502071 State Unemployment (SUI)	13,041	13,041	0.0%
502081 Worker's Comp	200,533	176,670	-11.9%
502101 Holiday Pay	29,206	29,826	2.1%
502103 Floating Holiday	4,495	5,100	13.5%
502109 Sick Leave	117,813	119,305	1.3%
502111 Vacation	277,943	292,485	5.2%
502121 Other Paid Absence	42,000	40,000	-4.8%
502251 Phys. Exam - Renewal	1,452	1,782	22.7%
502253 Driver Lic Renewal	735	525	-28.6%
502999 Other Fringe Benefits	2,718	2,800	3.0%
<b>Totals</b>	<b>1,605,362</b>	<b>1,664,964</b>	<b>3.7%</b>
<b>SERVICES</b>			
503031 Prof/Technical & Fees	4,000	4,000	0.0%
503041 Temp Help	19,800	-	-100.0%
503162 Uniforms/Laundry	26,000	26,780	3.0%
503221 Classified/Legal Ads	5,500	5,500	0.0%
503352 Equip Repair - Out	57,896	61,075	5.5%
503353 Rev Veh Repair - Out	218,222	224,769	3.0%
503354 Other Veh Repair - Out	56,341	58,031	3.0%
<b>Totals</b>	<b>387,759</b>	<b>380,155</b>	<b>-2.0%</b>
<b>MOBILE MATERIALS &amp; SUPPLIES</b>			
504011 Fuels & Lubricants	87,780	83,148	-5.3%
504012 Fuels & Lubricants - Rev Veh	1,469,534	1,889,299	28.6%
504021 Tires & Tubes	164,000	170,560	4.0%
504161 Other Mobile Supplies	12,000	6,240	-48.0%
504191 Rev Vehicle Parts	344,000	387,510	12.6%
<b>Totals</b>	<b>2,077,314</b>	<b>2,536,757</b>	<b>22.1%</b>

7.926

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

ACCOUNT	FY 04-05 REVISED	FY 05-06 DRAFT FIN	% CHANGE FROM FY 04-05
<b>OTHER MATERIALS &amp; SUPPLIES</b>			
504205 Freight Out	4,574	4,711	3.0%
504211 Postage & Mailing	800	800	0.0%
504215 Printing	5,200	5,356	3.0%
504217 Photo Supp/Process	100	100	0.0%
504311 Office Supplies	7,824	6,131	-21.6%
504315 Safety Supplies	10,375	10,375	0.0%
504317 Cleaning Supplies	18,000	21,630	20.2%
504421 Non-Inventory Parts	42,000	40,000	-4.8%
504511 Small Tools	5,000	4,000	-20.0%
504515 Employee Tools	1,500	1,500	0.0%
<b>Totals</b>	<b>95,373</b>	<b>94,603</b>	<b>-0.8%</b>
<b>UTILITIES</b>			
505011 Gas & Electric	60,920	50,000	-17.9%
505021 Water & Garbage	20,662	20,000	-3.2%
505031 Telecommunications	8,000	8,320	4.0%
<b>Totals</b>	<b>89,582</b>	<b>78,320</b>	<b>-12.6%</b>
507051 Fuel Tax	10,544	10,661	1.1%
507201 Licenses & Permits	540	190	-64.8%
507999 Other Taxes	-	-	0.0%
<b>Totals</b>	<b>11,084</b>	<b>10,851</b>	<b>-2.1%</b>
<b>MISC EXPENSE</b>			
509011 Dues/Subscriptions	629	564	-10.3%
509123 Travel	50	50	0.0%
<b>Totals</b>	<b>679</b>	<b>614</b>	<b>-9.6%</b>
<b>LEASES &amp; RENTALS</b>			
512011 Facility Lease	223,324	228,043	2.1%
512061 Equipment Rental	800	1,092	36.5%
<b>Totals</b>	<b>224,124</b>	<b>229,135</b>	<b>2.2%</b>
<b>PERSONNEL TOTAL</b>	<b>3,978,125</b>	<b>4,083,447</b>	<b>2.6%</b>
<b>NON-PERSONNEL TOTAL</b>	<b>2,885,915</b>	<b>3,330,435</b>	<b>15.4%</b>
<b>DEPARTMENT TOTALS</b>	<b>6,864,040</b>	<b>7,413,882</b>	<b>8.0%</b>

7.927



COBRA

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

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

7.028

Retirees

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

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

7.929

SCCIC

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

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

7.930

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

PROJECT	FEDERAL	STATE/ LOCAL	DISTRICT	TOTAL
<b><u>Grant-Funded Projects</u></b>				
MetroBase	\$ 8,409,246	\$ 7,500,000	\$ 13,713,463	\$ 29,622,709
Revenue Vehicle Replacement	\$ 736,000	\$ -	\$ 184,000	\$ 920,000
Short Range Transit Plan	\$ 85,000	\$ -	\$ 15,000	\$ 100,000
Subtotal				\$ 30,642,709
<b><u>District-Funded Projects</u></b>				
China Grade Turnout (Carryover)			\$ 10,000	\$ 10,000
Revenue Vehicle Replacement (2 ParaCruz Vans)			\$ 90,000	\$ 90,000
<b>IT Projects</b>				
Gigabit Backbone for Server			\$ 2,000	\$ 2,000
File Server Replacement			\$ 5,500	\$ 5,500
Additional Multipurpose Application Server			\$ 3,500	\$ 3,500
Talking Bus Cards			\$ 7,200	\$ 7,200
<b>Facilities Repair &amp; Improvements</b>				
Slurry Coat Parking Lots (Soquel P&R, Greyhound)			\$ 10,000	\$ 10,000
Replace Sunshade (Pacific Station)			\$ 2,500	\$ 2,500
Repair Sidewalks & Bus Lanes (Pacific Station)			\$ 10,000	\$ 10,000
Repair Lane Designation Signs at Pacific Station & WTC			\$ 7,000	\$ 7,000
Non-Revenue Vehicle Replacement (4)			\$ 175,000	\$ 175,000
Office Equipment - Shredder for Encinal			\$ 2,000	\$ 2,000
Office Equipment - Digital Copier for Fleet			\$ 10,100	\$ 10,100
PM Filters For Fleet Maint (4)			\$ 33,320	\$ 33,320
Replace Repeater for Mt. Biewlaski			\$ 15,000	\$ 15,000
Transfer to Operating Budget			\$ 335,000	\$ 335,000
Subtotal				\$ 718,120
<b>TOTAL CAPITAL PROJECTS</b>	<b>\$ 9,230,246</b>	<b>\$ 7,500,000</b>	<b>\$ 14,630,583</b>	<b>\$ 31,360,829</b>

**CAPITAL PROGRAM FUNDING**

Federal Grants	\$ 9,230,246
State/Local Grants	\$ 7,500,000
State Transit Assistance (STA) Funding	\$ 1,101,716
Bus Stop Improvement Reserves	\$ 10,000
District Reserves	\$ 13,518,867
<b>TOTAL CAPITAL FUNDING</b>	<b>\$ 31,360,829</b>

7.931

FY 05-06 DRAFT FINAL BUDGET  
Funded Personnel  
Summary

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

7.61

Attachment B

FY 05-06 DRAFT FINAL BUDGET  
 Funded Personnel  
 Administration - 1100

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

\* Funded by capital grant

7.62

FY 05-06 DRAFT FINAL BUDGET  
 Funded Personnel  
 Finance - 1200

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

7.63

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

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

7.54



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

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

7.65

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

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

7.66

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

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

7.67

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

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

7.68

FY 05-06 DRAFT FINAL BUDGET  
 Funded Personnel  
 Paratransit - 3100

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

7.69

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

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

\* Classification under review

7.610

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

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

7.511

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** May 27, 2005

**TO:** Board of Directors

**FROM:** Leslie R. White, General Manager

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

## I. RECOMMENDED ACTION

**That the Board of Directors approve the recommendation of the METRO Advisory Committee and support the application of the Santa Cruz Area Transportation Management Association to the Monterey Bay Unified Air Pollution Control District for funds to initiate a folding bike/bus pass program, and to clarify that folding bikes under 5 feet in length are allowed to be transported inside of buses.**

## II. SUMMARY OF ISSUES

- Santa Cruz METRO has a very high utilization by passengers who use bikes to travel to and from bus stops and wish to transport their bikes with them.
- Currently the METRO fixed route fleet has racks mounted on the front of the buses that hold two bikes.
- There are many routes that typically experience a higher demand for transportation of bikes than the buses have capacity to carry on the external racks.
- In past years METRO has received requests to allow full-sized bikes inside of the buses and to allow the bikes to be secured in the area that is reserved for passengers that use wheelchairs.
- In the past the Metro Accessible Services Transit Forum (MASTF) Members have recommended against allowing bikes to be secured in the area reserved for people using wheelchairs.
- The Board of Directors has approved allowing bikes to be transported inside of buses on routes #40, #41, and #42 due to the infrequent level of service on these routes.
- The Board of Directors approved allowing bikes to be transported inside of buses on the Highway 17/Amtrak service from the Scotts Valley Transit Center to Diridon Station in San Jose.

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- Recently there has been a considerable amount of discussion by the METRO Advisory Committee (MAC) regarding the policy of bikes inside of buses as it relates to folding bikes
- On April 20, 2005 the MAC voted to recommend that the Board of Directors clarify the policy with respect to transporting folding bikes that are under 5 feet in length inside of buses.
- The MAC voted to recommend that the Board treat folding bikes under 5 feet in length the same as strollers, shopping carts, and other carry-on items that meet the size criteria.
- The Santa Cruz Area Transportation Management Association (SCATMA) is currently submitting an application for funds from the Monterey Bay Unified Air Pollution Control District to create a folding bike subsidy program that includes a bus pass component.
- On April 20, 2005 the MAC voted to recommend that the Board of Directors formally support the SCATMA application.

### III. DISCUSSION

Santa Cruz County and the component cities have consistently invested funds to make it possible for individuals to use bikes to supplement their transportation needs. The use of bikes for transportation in Santa Cruz County and the component cities is very high. The use of bikes to travel to and from METRO stops is also very high. As a result of the high level of usage of bikes to get to METRO stops there is a high demand to transport bikes buses. Currently the fixed route fleet of buses at METRO is equipped with front mounted racks that hold two bikes. In the future, METRO plans to replace these racks with new ones that hold three bikes.

In past years individuals and groups have requested that the Board of Directors approve the transporting of bikes inside of buses and use the area that is reserved for people who use wheelchair as the location where the bikes would be secured. The members of the Metro Accessible Services Transit Forum (MASTF) have opposed using the area reserved for wheelchair securement for the transportation of bikes. The Board of Directors has approved the transportation of bikes inside of buses on routes #40, #41, and #42 due to the infrequent level of service that is operated on these routes. Additionally, the Board approved the transporting of bikes inside of the buses operating on the Highway 17/Amtrak route for the segment between the Scotts Valley Transit Center and the Diridon Station.

Recently the METRO Advisory Committee (MAC) received presentations from individuals who were advocating that folding bikes be allowed inside of the buses as long as the bikes were under 5 feet in length and could be held in the same seat as the passenger. The individuals indicated that they would like the folding bikes to be treated the same as the strollers, shopping carts, and other items that meet the size criteria. Additionally some of the individual advocating for the use of folding bikes indicated that they are currently being allowed to ride, as their bikes are smaller

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than the 5-foot restriction. It was pointed out that the language in the HEADWAYS publication is not clear with regard to the use of folding bikes inside of buses.

On April 20, 2005 the MAC voted to recommend that the Board of Directors clarify the policy with regard to transporting folding bikes inside of buses to allow bikes under 5 feet in length to be carried inside of the bus in the same manner as strollers, shopping carts, and other items. The MAC further recommended that the language in HEADWAYS regarding the transportation of folding bikes be rewritten to reflect the recommended policy. The MAC transmitted a Memo to the Board of Directors on April 22, 2005 indicating their recommendation. The April 22, 2005 Memo to the Board of Directors is attached to this Staff Report.

The MAC also received a presentation from the Santa Cruz Area Transportation Management Association (SCATMA) regarding an application that they are submitting for funds from the Monterey Bay Unified Air Pollution Control District. The funds that the SCATMA is requesting would provide for the creation of a subsidy program that would encourage bike users to purchase folding bikes that meet the 5 foot criteria at METRO. Additionally the program would provide funding for the purchase of bus passes that would be granted as a part of the initial subsidy to encourage the use of METRO service.

On April 20, 2005 the MAC voted to recommend that the Board of Directors support the application for funds that is being submitted by the SCATMA.

Staff recommends that the Board of Directors approve the recommendations of the MAC with respect to the transportation of folding bikes inside of buses, rewriting the language in the HEADWAYS, and the support of the application for funds that the SCATMA is submitting to the Monterey Bay Unified Air Pollution Control District.

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

Approval of the recommendations for the MAC would not require funds from either the METRO Operating or Capital Budgets.

#### **V. ATTACHMENTS**

- Attachment A:** April 22, 2005 Memo to the Board of Directors from the MAC.  
**Attachment B:** March 28, 2005 Letter from the SCCRTC Bicycle Committee.

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT****M E M O R A N D U M**

**Date:** April 22, 2005  
**To:** Chair and Members, Board of Directors  
**From:** Paul Marcelin-Sampson, Chair, METRO Advisory Committee  
**Subject:** Committee Actions 4-20-04

The METRO Advisory Committee (MAC) held its regular meeting on Wednesday April 20, 2005. At the meeting the Committee took action to submit the following recommendations to the METRO Board of Directors for consideration:

- **Letter of Appreciation**

The MAC requests concurrence from the METRO Board of Directors to transmit a letter of appreciation to former Operations Manager Bryant Baehr. The MAC feels that Bryant made a significant contribution to the communication between METRO Management and the users of the system. Bryant was instrumental in providing the support necessary for the MAC from its inception. The proposed letter to Bryant Baehr is attached to this Memo.

- **Folding Bikes In Buses**

The MAC heard presentations, in previous meetings, regarding the feasibility of allowing passengers to bring folding bikes inside of fixed route buses. The MAC also received information regarding a program that is being developed by the Santa Cruz Transportation Management Association that would request grant funds to subsidize the purchase of folding bikes. Over the course of several meetings the MAC discussed the issues relating to allowing folding bikes to be transported inside of fixed route buses. On April 20, 2005 the MAC voted to recommend that the METRO Board of Directors revise the policy with respect to transporting bikes inside of buses to allow interior bus transportation of folding bikes that meet the current criteria that is applied to

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baggage, strollers, and shopping carts (not exceeding 5' in length). The MAC also voted to recommend that the Board of Directors support the application from the Santa Cruz Transportation Management Association to the Monterey Bay Unified Air Pollution Control District for grant funds to support the creation of a subsidy program for the purchase of folding bikes.

- **Rail/Trail Day**

The MAC discussed the demonstration train service that was proposed for the Rail/Trail Day that was scheduled and then cancelled. The MAC also discussed the potential of providing special bus service to support demonstration train service if the Rail/Trail Day were to be rescheduled. The MAC voted to recommend that the METRO Board of Directors support the rescheduling of a demonstration train service and the Rail/Trail Day. The MAC also voted to recommend that the Board of Directors seek to identify funding sources outside of the current METRO Budget to provide funding to support the provision of the bus service to support access to the demonstration train.

The members of the MAC and I are hopeful that the Board of Directors will consider and support the recommendations that are outlined in this memo.

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*Santa Cruz Metropolitan  
Transit District*



April 22, 2005

Mr. Bryant J. Baehr  
P.O. Box 1117  
Ocean Park, WA 98640

Dear Mr. Baehr:

Warm greetings from the METRO Advisory Committee.

Though we spent a few minutes honoring you at our meeting in February, there was consensus in March that talk was not enough, and that we should follow up with a letter.

None of us can picture another government agency of METRO's size, where a senior manager would maintain direct and ongoing involvement with customer advisory groups. You participated in all of METRO's official advisory groups. You cared about what we had to say. You made changes, where possible, to make our lives as transit riders a bit easier. We are profoundly thankful.

As much as we miss you, we know that the citizens of your new community are fortunate to have you there. We wish you well in your future endeavors.

Yours truly,

Paul Marcelin-Sampson, Chair  
METRO Advisory Committee

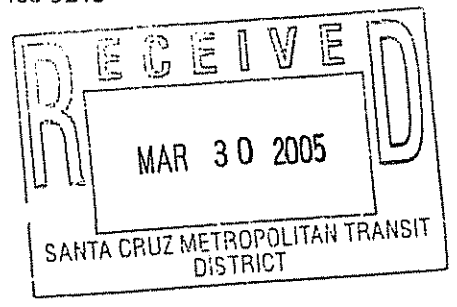
Cc: Michael W. Keogh, Chair, Board of Directors  
Leslie R. White, General Manager

:dp



SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION  
1523 PACIFIC AVENUE, SANTA CRUZ, CALIFORNIA 95060-3911 • 831/460-3200 • FAX 831/460-3215

March 28, 2005



Mike Keogh, Chair  
Santa Cruz Metro Transit District Board of Directors  
370 Encinal Street, Suite 100  
Santa Cruz, CA 95060

SERVICE AUTHORITY  
FOR FREEWAY  
EMERGENCIES  
(SAFE)

RE: Proposed Folding Bikes on Buses Incentive Program

RAIL/TRAIL  
AUTHORITY

Dear Chairman Keogh:

COMMUTE  
SOLUTIONS

I am writing on behalf of the Bicycle Committee of the Santa Cruz County Regional Transportation Commission to convey the Committee's support of the proposed Folding Bikes on Buses Program.

TRANSPORTATION  
POLICY WORKSHOP

The Bicycle Committee, at its March meeting, reviewed and approved a proposal submitted by the Santa Cruz Area Transportation Management Association (SCATMA) to develop a program that would provide price discounts for Santa Cruz County residents purchasing a folding bicycle to be used on Metro Transit District buses. SCATMA staff sees this program as enhancing multi-modal transportation in the county by expanding the bike carrying capacity of the Metro buses without additional expense to the District. Currently many of the bike racks on buses are filled.

BUDGET &  
ADMINISTRATION  
PERSONNEL  
COMMITTEE

The Bicycle Committee encourages the Metro Board to modify the current "carry-on" policy to allow folding bikes inside Metro buses. From SCATMA staff understanding, Metro staff is currently working on modifying the language of this policy.

INTERAGENCY  
TECHNICAL  
ADVISORY  
COMMITTEE

The Metro Advisory Committee reviewed the proposed program and was receptive to the proposal pending review of guidelines for the folding bikes on buses program at the April meeting. While the RTC has yet to review the proposal and grant SCATMA public agency sponsorship, the Bicycle Committee is supportive of the program's forward progress and encourages the Metro Transit District's support.

BICYCLE COMMITTEE

Thank you for your attention in this matter and your continued efforts to provide viable transportation options to Santa Cruz County residents and/or commuters.

ELDERLY & DISABLED  
TRANSPORTATION  
ADVISORY COMMITTEE

Sincerely,  
  
Kem Akol,  
Chair, SCCRTC Bicycle Committee

cc: SCCRTC  
Metro Advisory Committee  
Santa Cruz TMA

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**DATE:** May 27, 2005  
**TO:** Board of Directors  
**FROM:** Mark J. Dorfman, Assistant General Manager  
**SUBJECT:** CONSIDER AUTHORIZING A JOINT GRANT APPLICATION WITH MONTEREY-SALINAS TRANSIT TO THE AIR DISTRICT FOR AB 2766 FUNDS

**I. RECOMMENDED ACTION**

**Authorize staff to work with Monterey-Salinas Transit as the lead agency to develop and submit to the Air District a joint grant application requesting AB2766 funds for a Bus Rapid Transit feasibility study.**

**II. SUMMARY OF ISSUES**

- The Air District is soliciting grant applications for the FY2006 AB 2766 Motor Vehicle Emission Reduction Grant Program.
- The proposed project would be a joint effort between Santa Cruz METRO and Monterey-Salinas Transit to conduct a feasibility study of Bus Rapid Transit corridors in the Central Coast region.
- If awarded, METRO and MST together could obtain financial assistance up to \$80,000 to evaluate Bus Rapid Transit corridors serving Monterey and Santa Cruz Counties. No local match is required.
- FY 2006 AB 2766 applications are due to the Air District by June 1, 2005.

**III. DISCUSSION**

Since 1991, the Monterey Bay Unified Air Pollution Control District (Air District) has solicited applications annually for the AB 2766 Motor Vehicle Emissions Reduction Program. This program is funded from revenues collected by the California Department of Motor Vehicles from the \$4.00 annual vehicle registration surcharge in the Monterey Bay region. This program awards financial assistance to local agencies within the Monterey Bay Air Basin for projects which will reduce harmful exhaust emissions to improve air quality.

In previous years, Santa Cruz METRO received funds to initiate new routes such as the 12 A & B and the Route 20 which, because of demonstrated success, became part of the established transit network when the AB2766 funding ended. Other grant-funded projects from the Air District included the CNG time fill station on River Street and video conferencing equipment.

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The proposed project would conduct a feasibility study of corridors in the Monterey Bay region which could support Bus Rapid Transit (BRT) service. Bus Rapid Transit uses customized buses that facilitate rapid on/offers operated as a limited-stop, express type service enhanced with advanced technology such as traffic signal pre-emption together with prioritized queuing lanes at intersections and grade-separated right of ways to gain a travel-time advantage over private automobiles in congested corridors. Using high-capacity buses, many more people could be transported on BRT in a given amount of time through a congested area than by private automobiles, resulting in reduced exhaust emissions.

MST and METRO will each identify local corridors for the BRT feasibility analysis within their respective service areas, and both agencies will collaboratively identify a joint corridor of regional significance linking the two service areas. METRO will suggest evaluating Soquel Avenue between downtown Santa Cruz and Cabrillo College and/or Bay Street to UCSC as local corridors with potential for BRT service. MST will propose East Alisal and North Main Street in Salinas and/or Freemont St. through Seaside and Monterey for local BRT corridors. Highway 1 between Monterey and Santa Cruz is the most likely regional, inter-county corridor serving both areas with BRT potential.

Monterey-Salinas Transit would be the lead agency on this AB 2766 grant application. The application requests \$80,000 for a consultant contractor to evaluate corridor feasibility for BRT. AB2766 grants do not require matching funds from the recipient agencies. If the Air District awards this grant, METRO and MST would cooperatively manage a consultant contract.

The grant application is due to the Air District by June 1, 2005. Air District staff will rank each application based upon its contribution to emissions reduction or regional significance, and the Air District Board will award grants at its regular Board Meeting on August 17, 2005.

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

If awarded, this grant would fund a consultant contract. No local match is required.

#### **V. ATTACHMENTS**

None.

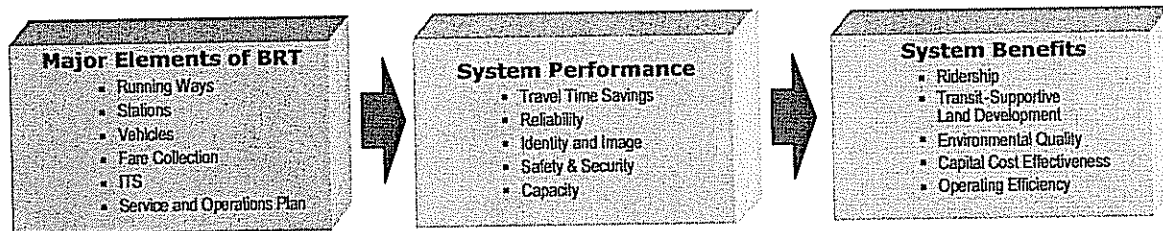
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## EXECUTIVE SUMMARY

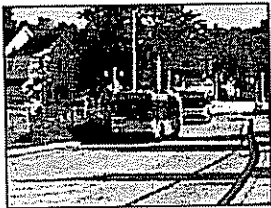
The **Characteristics of Bus Rapid Transit for Decision-Making (CBRT)** report was prepared to provide transportation planners and decision makers with basic information and data to support the development and evaluation of bus rapid transit concepts as one of many options during alternatives analyses and subsequent project planning. This report provides information on BRT systems in a single, easy to use reference tool for transportation planners in selecting from the large array of BRT elements and integrating them into comprehensive systems.


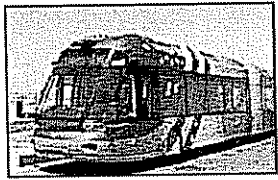
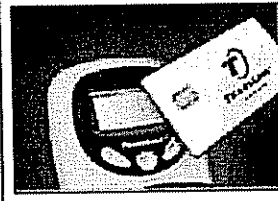
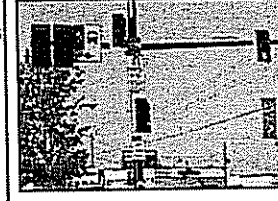
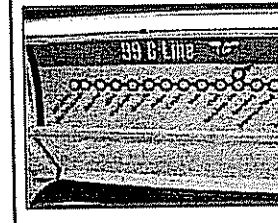
The CBRT report explores BRT through three different perspectives. First, six major elements of BRT are presented along with their respective features and attributes. Second, these BRT elements are related to attributes of system performance. Finally, the benefits of BRT systems are discussed. This structure suggests relationship between BRT elements, system performance and system benefits. The choice of BRT elements determine system performance. Performance characteristics, together with individual elements, drive how benefits are generated.



### EXPERIENCE WITH BRT ELEMENTS

Experience in the United States suggests that implementation of more complex BRT system elements is just beginning. Implementation of running ways, stations, and vehicles suggest a wide variety of applications. Some of the more quickly implemented projects demonstrated the least amount of investment in BRT system elements.

BRT Element	Experience in the United States
<p><b>Running Way</b></p> <ul style="list-style-type: none"> <li>▪ Running Way Segregation</li> <li>▪ Running Way Marking</li> <li>▪ Guidance (Lateral)</li> </ul>	<div style="display: flex; align-items: center;">  <div style="flex-grow: 1;"> <ul style="list-style-type: none"> <li>▪ BRT systems in the United States have incorporated all types of running ways – mixed flow arterial (Los Angeles, Honolulu), mixed flow freeway (Phoenix), dedicated arterial lanes (Boston, Orlando), at-grade transitways (Miami), and fully grade-separated surface transitways (Pittsburgh), and subways (Seattle, Boston late 2004).</li> <li>▪ The only application of running way guidance was the precision docking for Las Vegas MAX with optical guidance.</li> <li>▪ Use of running way markings to differentiate BRT running ways and articulated brand identity was rare.</li> </ul> </div> </div>

BRT Element		Experience in the United States
<p><b>Stations</b></p> <ul style="list-style-type: none"> <li>▪ Station Type</li> <li>▪ Platform Height</li> <li>▪ Platform Layout</li> <li>▪ Passing Capability</li> <li>▪ Station Access</li> </ul>		<ul style="list-style-type: none"> <li>▪ The level of station design correlates strongly with the level of running way segregation. Systems with designated lanes on arterials or segregated transitways had stations with higher sophistication and more amenities.</li> <li>▪ Only one system in the United States has level boarding platforms (Las Vegas MAX).</li> <li>▪ Real-time schedule and/or vehicle arrival information and communications infrastructure such as public telephones and emergency telephones are starting to be installed in systems.</li> </ul>
<p><b>Vehicles</b></p> <ul style="list-style-type: none"> <li>▪ Vehicle Configuration</li> <li>▪ Aesthetic Enhancement</li> <li>▪ Passenger Circulation Enhancement</li> <li>▪ Propulsion</li> </ul>		<ul style="list-style-type: none"> <li>▪ Early BRT systems used standard vehicles that were often identical to the rest of a particular agency's fleet. Systems, such as Los Angeles Metro Rapid, AC Transit's Rapid Bus, and Boston's Silver Line, are phasing in operation of 60-foot articulated buses as demand grows.</li> <li>▪ The use of vehicle configurations or aesthetic enhancements to differentiate BRT is gaining momentum. In addition to differentiated liveries and logos, agencies are procuring Stylized and Specialized BRT vehicles. Las Vegas provides the first use of a Specialized BRT Vehicle.</li> </ul>
<p><b>Fare Collection</b></p> <ul style="list-style-type: none"> <li>▪ Fare Collection Process</li> <li>▪ Fare Transaction Media</li> <li>▪ Fare Structure</li> </ul>		<ul style="list-style-type: none"> <li>▪ Alternate fare collection processes are rare in the United States, with the only proof-of-payment system associated with the Las Vegas MAX system. Variations on proof-of-payment such as free downtown zones and pay-on-exit are used in Orlando, Seattle, and Pittsburgh.</li> <li>▪ Electronic fare collection using magnetic-stripe cards or smart cards is slowly being incorporated into BRT systems, but as part of agency-wide implementation rather than BRT-specific implementation. Smart cards are more common.</li> </ul>
<p><b>Intelligent Transportation Systems</b></p> <ul style="list-style-type: none"> <li>▪ Vehicle Prioritization</li> <li>▪ Driver Assist and Automation Technology</li> <li>▪ Operations Management Technology</li> <li>▪ Passenger Information</li> <li>▪ Safety and Security Technology</li> <li>▪ Support Technologies</li> </ul>		<ul style="list-style-type: none"> <li>▪ The most common ITS applications include Transit Signal Priority, Advanced Communication Systems, Automated Scheduling and Dispatch Systems, and Real-Time Traveler Information at Stations and on Vehicles.</li> <li>▪ Installation of Security Systems such as emergency telephones at stations and closed circuit video monitoring is rare, but increasing as newer, more comprehensive systems are implemented.</li> </ul>
<p><b>Service and Operating Plans</b></p> <ul style="list-style-type: none"> <li>▪ Route Length</li> <li>▪ Route Structure</li> <li>▪ Service Span</li> <li>▪ Frequency of Service</li> <li>▪ Station Spacing</li> <li>▪ Method of Schedule Control</li> </ul>		<ul style="list-style-type: none"> <li>▪ Implementations of BRT generally followed principles of greater spacing between stations, all-day service spans and frequent service.</li> <li>▪ Systems that use exclusive transitways (Miami-Dade's at-grade South Busway and Pittsburgh's grade-separated transitways) are operated with integrated networks of routes that include routes that serve all stops and a variety of feeders and expresses with integrated off-line and line-haul operation.</li> </ul>

## **EXPERIENCE WITH BRT SYSTEM PERFORMANCE**

System performance for BRT systems is assessed according to five key attributes – travel time, reliability, identity and image, safety and security, and capacity. Each of the BRT system elements has different effects on system performance.

A summary of which elements affects each attribute of system performance is presented below.

	System Performance				
	Travel Time Savings	Reliability	Identity and Image	Safety and Security	Capacity
<b>RUNNING WAY</b>					
Running Way Segregation	●	●	●	●	●
Running Way Marking			●		
Running Way Guidance	●		●	●	
<b>STATIONS</b>					
Station Type	●		●	●	●
Platform Height	●	●	●	●	●
Platform Layout	●	●			●
Passing Capability	●	●			●
Station Access			●	●	
<b>VEHICLES</b>					
Vehicle Configurations	●	●	●	●	●
Aesthetic Enhancement			●	●	
Passenger Circulation Enhancement	●	●	●	●	●
Propulsion Systems	●		●		
<b>FARE COLLECTION</b>					
Fare Collection Process	●	●	●		●
Fare Transaction Media	●	●	●	●	●
Fare Structure	●		●		●
<b>INTELLIGENT TRANSPORTATION SYSTEMS</b>					
Vehicle Prioritization	●	●	●		●
Driver Assist and Automation Technology	●	●	●	●	●
Operations Management	●	●		●	●
Passenger Information	●	●	●	●	
Safety and Security technology				●	
Support Technologies					●
<b>SERVICE AND OPERATING PLANS</b>					
Route Length		●			
Route Structure	●		●		
Span of Service		●			
Frequency of Service	●	●		●	●
Station Spacing	●	●			

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** May 27, 2005

**TO:** Board of Directors

**FROM:** Frank L. Cheng, Project Manager

**SUBJECT: CONSIDERATION OF AUTHORIZING THE ISSUANCE OF AN INVITATION FOR BIDS FOR THE CONSTRUCTION OF PHASE I OF THE METROBASE PROJECT AND AN EXPRESSION OF INTENT TO USE SALES TAX BACKED DEBT TO SUPPORT CASH FLOW NEEDS AND TO REPLACE FUNDS LOST TO A DEFAULT OF STATE OR FEDERAL FUNDS**

## I. RECOMMENDED ACTION

**That the Board of Directors authorize the METRO staff to issue an Invitation For Bids (IFB) for the construction of Phase I of the MetroBase Project and express the intent of the Board to use sales tax backed debt to support cash flow needs and to replace funds lost as a result of a default by the state or federal government.**

## II. SUMMARY OF ISSUES

- The Design and Engineering Phase of the MetroBase Project is complete. METRO staff will present the final design orally on May 27, 2005. The Construction Specifications are ready to be issued using the “one project” approach.
- The Congress has not passed the Federal Reauthorization Bill and the California Transportation Commission has not acted on our request for an AB 3090 Cash Reimbursement.
- As a result of the federal and state situation there are \$11,624,445 in funds that will be needed for construction that are anticipated to be received but not yet totally secured.
- In order to issue an Invitation to Bid for construction of all of the Phase I components of the project it is necessary for METRO to identify a source of funds that can be made available that is controlled by the Board of Directors.
- The budget for the MetroBase Project anticipates the use of sales tax backed debt to offset cash flow needs. If the state or federal governments default on supplying the funds that are programmed for the MetroBase Project the Board could use the same sales tax debt to replace the lost funds.

- The use of debt to replace state or federal funds will require that sales tax receipts currently being used for operations would have to be used for debt service instead. This would have an adverse effect on future operating budgets and would require service cuts.
- If approved, the Notice of Invitation For Bids would be issued on June 1, 2005 and IFB specifications and drawings will be available on June 15, 2005. The sealed bids would be due on July 28, 2005 at 2:00 pm PST. The bid results would be brought to the Board for consideration on August 26, 2005.
- Staff recommends that the Board of Directors authorize issuing an Invitation for bids for the construction of all of the components of Phase I of the MetroBase Project and indicate the intent to use sales tax backed debt to support cash flow needs and to replace any loss of funds due to a default by the state or federal governments.

### **III. DISCUSSION**

The Design and Engineering Phase of the MetroBase Project is complete. METRO staff will present the final plans orally on May 27, 2005. METRO staff is prepared to issue an Invitation For Bids (IFB) for the construction of Phase I of the MetroBase Project as one construction contract. If approved by the Board the Notice of IFB will be issued on June 1, 2005. The IFB package would be available to bidders on June 15, 2005. Once bidders have all the information, a Pre-Bid meeting would occur on June 29, 2005 at 9:00 am PST located at 110 Vernon Street Suite B, Santa Cruz, CA. On July 28, 2005, sealed bids would be due at 2:00 pm PST at 110 Vernon Street Suite B, Santa Cruz, CA.

In order to issue an Invitation to Bid for construction of all of the Phase I components of the project it is necessary for METRO to identify a source of funds that can be made available that is controlled by the Board of Directors. The possibility that Proposition 42 could be suspended for 2006/2007 fiscal year places \$6,363,000 in STIP funds for the project in jeopardy. The CTC has not acted on the METRO request for an AB3090 Cash Reimbursement that would provide an additional level of certainty for these funds. Additionally the lack of an adopted Federal Reauthorization Bill places \$5,261,445 in High Intensity Transit Tier funds in jeopardy.

The budget for the MetroBase Project anticipates the use of sales tax backed debt to offset cash flow needs. If the state and/or federal governments default on supplying the funds that are programmed for the MetroBase Project the Board could use the same sales tax debt to replace the lost funds. However, the use of debt to replace state or federal funds would require that sales tax receipts currently being used for operations would have to be used for debt service instead. This would have an adverse effect on future operating budgets and would require service cuts.

Continuing to delay the MetroBase Project will result in increased project costs. Splitting the project into multiple bid packages is also anticipated to result in increased costs.

Staff recommends that the Board of Directors authorize issuing an Invitation for bids for the construction of all of the components of Phase I of the MetroBase Project and indicate the intent to use sales tax backed debt to support cash flow needs and to replace any loss of funds due to a default by the state or federal governments.

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

The approval of an Invitation to Bid will obligate METRO to award a contract should a bid be within the engineer's construction estimate and be submitted by a responsive, responsible bidder that meets all of the bid requirements. The use of sales tax backed debt to compensate for a default by the state or federal government would have a negative effect on future operating budgets and require service cuts.

#### **V. ATTACHMENTS**

**None**

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** May 27, 2005

**TO:** Board of Directors

**FROM:** Leslie R. White, General Manager

**SUBJECT: CONSIDERATION OF STATUS OF FEDERAL REAUTHORIZATION LEGISLATION AND AUTHORIZING THE CHAIR OF THE BOARD OF DIRECTORS TO SEND A LETTER REQUESTING EXPEDITIOUS ACTION FOR THE PASSAGE OF NEW FUNDING LEGISLATION TO THE MEMBERS OF CONGRESS THAT REPRESENT SANTA CRUZ COUNTY.**

## I. RECOMMENDED ACTION

**That the Board of Directors review and accept the report regarding the status of Federal Reauthorization Legislation and authorize the Chair to send a letter to the Members of Congress that represent Santa Cruz County indicating the necessity of taking expeditious action in passing a Bill.**

## II. SUMMARY OF ISSUES

- On December 17, 2004 the Board of Directors adopted a Legislative Agenda for 2005 for Federal Legislation that identified provisions that, if enacted into law, would benefit METRO.
- General Manager Leslie R. White traveled to Washington DC in March 2005 and met with Congressional Staff to discuss pending legislation that would affect METRO.
- Both of the pending Transportation Reauthorization Bills that have been passed by their respective Houses (House-March 5, 2005, Senate-May 17, 2005) contain High Intensity Transit Tier (HITT) provisions that would provide supplemental federal formula funds for METRO.
- There are differences between the House-passed and Senate-passed Bills that must be reconciled through a Conference Committee process.
- The current extension of authority for federal funding for transportation projects expires on May 31, 2005. A long-term extension of the current program disadvantages METRO in that the HITT Program would not be created or funded. This would present a budget problem for the MetroBase Project.
- Staff recommends that the Board of Directors authorize the Chair to transmit a letter to the Members of Congress that represent Santa Cruz County urging them to actively advocate to their colleagues for the expeditious passage of a new Reauthorization Bill that contains new programs including the High Intensity Transit Tier.



### **III. DISCUSSION**

Annually the Board of Directors adopts Legislative Agendas that reflect goals for the coming year for both federal and state legislation. For the calendar year 2005 the Board adopted the Federal Legislative Agenda on December 17, 2004.

Included in the issues that the Board wanted to advocate for at the federal level was the inclusion of a new High Intensity Transit Tier program that would provide supplemental capital formula funds to transit systems in communities having Urbanized Areas (UZA's) of 50,000-200,000 based upon performance considerations. The financial impact of this proposal to METRO is approximately \$6 million in supplemental formula funding over the life of a new Authorization Bill. The funds derived from the new High Intensity Transit Tier provision will be used for the construction of the Phase I MetroBase Project.

The authority to continue to spend funds for transportation projects after the September 30, 2003 expiration of the TEA 21 authorization has been accomplished by the United States Congress through the use of a series of extensions. These extensions continue the previous program at previous funding levels with no new programs (i.e. HITT) allowed to be added. Currently the extension of TEA 21 that was required due to the failure of Congress to enact a new Reauthorization Bill last year expires on May 31, 2005. The U.S. Senate and the U.S. House have passed versions of a new Reauthorization Bill. Both of the pending Transportation Reauthorization Bills that have been passed by their respective Houses (House-March 5, 2005, Senate-May 17, 2005) contain High Intensity Transit Tier (HITT) provisions that would provide supplemental federal formula funds for METRO.

As there are differences between the two Bills it will be necessary for a Conference Committee to meet and attempt to reconcile the two Bills into a Conference Report that would hopefully then be passed by the full House and Senate and presented to the President of the United States for consideration.

As the funds that METRO would receive from the HITT that would be contained in a new Bill will be used to support the construction costs of the Phase I MetroBase Project it is critical that the Congress and the President act quickly on this issue.

Staff recommends that the Board of Directors authorize the Chair to transmit a letter to the Members of Congress that represent Santa Cruz County urging them to actively advocate to their colleagues for the expeditious passage of a new Reauthorization Bill that contains new programs including the High Intensity Transit Tier.

**IV. FINANCIAL CONSIDERATIONS**

The enactment of the High Intensity Transit Tier would provide approximately \$6 million in supplemental formula assistance to METRO over a 6-year period of time. These funds will be used to defray construction costs for Phase I of the MetroBase Project.

**V. ATTACHMENTS**

**None**

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** May 27, 2005

**TO:** Board of Directors

**FROM:** Leslie R. White, General Manager

**SUBJECT: CONSIDERATION OF AUTHORIZING THE CHAIR OF THE BOARD OF DIRECTORS TO SEND A LETTER OF SUPPORT FOR SB1024 WHICH WOULD AUTHORIZE THE SUBMISSION OF A \$7.7 BILLION OBLIGATION BOND INITIATIVE TO THE VOTERS OF CALIFORNIA IN ORDER TO FUND TRANSPORTATION PROJECTS.**

## I. RECOMMENDED ACTION

**That the Board of Directors authorize the Chair to send a letter of support to the Members of the State Legislature representing Santa Cruz County supporting the passage of SB1024 which would authorize the submission of a \$7.7 billion bond issue to the voters of California in order to fund transportation projects.**

## II. SUMMARY OF ISSUES

- The California Transportation Commission (CTC) is responsible for allocating funds to transportation projects that have been programmed by the regional planning agencies as provided for in the statutes that resulted from the enactment of SB45 that was passed in the 1997 legislative session.
- The CTC allocates funds to programmed projects based on funds available from state and federal sources.
- The funds contained in the State Highway Account (SHA), the Public Transportation Account (PTA), and the Transportation Improvement Fund (TIF) are derived, in part, from the revenues that the state receives from the sales tax on gasoline (\$1.3 billion annually).
- The voters of California passed Proposition 42 that dedicated the revenue from the sales tax on gasoline to the transportation funds. However, Proposition 42 also provided that the Governor and the State Legislature could suspend the requirement and use the revenue for the General Fund when the financial condition of the state required it.
- Proposition 42 was suspended in each of the last three fiscal years.
- As a result of the lack of funds the CTC has not approved a request for an allocation of funds for projects since December 2002.

- There are a substantial number of projects, including the METRO Pacific Station Project, waiting for allocation approvals. These projects have been stalled and are now in jeopardy due to rising construction costs.
- Projects that anticipate receiving approval of an allocation request in the next two fiscal years, like the MetroBase Project, face uncertainty due to the potential of future suspensions of Proposition 42.
- SB 1024 would authorize submission of a \$7.7 billion general obligation bond measure to the voters of the State of California. This measure, if approved, would provide funds for the projects that have been delayed do to the lack of funding and would provided funds for projects that will request allocation approvals in the next two years.
- SB 1024 was passed by the Senate Transportation Committee (10-3) on Tuesday May 3, 2005 with both Senator Simitian and Senator Maldonado voting in favor of the Bill.
- Staff recommends that the Board of Directors authorize the Chair to send a letter of support to the Members of the State Legislature that represent Santa Cruz County indicating support of SB 1024 based on the provision of funds for the Pacific Station and MetroBase Projects that would be provided.

### **III. DISCUSSION**

The passage of SB45 in 1997 modified the way that transportation projects were selected in California. The responsibility for programming projects was vested with the local Regional Transportation Planning Agency (RTPA). In Santa Cruz the RTPA is the Santa Cruz County Regional Transportation Commission (SCCRTC). However, as funds have become less available over the past three years, the California Transportation Commission has limited allocations to projects that are included in the State Transportation Improvement Program (STIP). The last allocations that the CTC made for the Traffic Congestion Relief Program (TCRP) took place in December 2002.

The result of the limitation of project fund allocations by the CTC due to limited funds has caused many projects to be delayed (i.e. Pacific Station) and increased the uncertainty of future funds for many projects (i.e. MetroBase).

The voters of California passed Proposition 42 that dedicated the revenue from the sales tax on gasoline to the transportation funds. However, Proposition 42 also provided that the Governor and the State Legislature could suspend the requirement and use the revenue for the General Fund when the financial condition of the state required it. As a result of this provision Proposition 42 has been suspended each year for the past three years.

As a result of the uncertainty of funding from Proposition 42 and the need for additional transportation funding the leadership of the California State Senate has developed proposals that

are currently under consideration. The proposal that has been sponsored by Senate Majority Leader Don Perata (SB1024) would submit a \$7.7 billion general obligation bond measure to the voters for consideration. If approved the funds from this measure would pay for the allocations to projects that have been delayed and provide better security for projects anticipating future funds. The specific components of the bond measure are outlined on Attachment A to this Staff Report.

SB 1024 was passed by the Senate Transportation Committee (10-3) on Tuesday May 3, 2005 with both Senator Simitian and Senator Maldonado voting in favor of the Bill.

Staff recommends that the Board of Directors authorize the Chair to send a letter of support to the Members of the State Legislature that represent Santa Cruz County indicating support of SB 1024 based on the provision of funds for the Pacific Station and MetroBase Projects that would be provided.

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

The enactment of SB 1024 into law and the passage of the authorized bond measure by the voters would provide \$800,000 for the Land Acquisition phase of the Pacific Station Project and ensure that METRO would receive the \$6.363 million for the MetroBase Project in FY 06/07 should the AB 3090 application be disapproved by the CTC.

#### **V. ATTACHMENTS**

**Attachment A:** Bill Summary-SB 1024

# Attachment A

**Bill #2: SB 1024 (Perata) "The Safe Facilities, Improved Mobility and Clean Air Act of 2005": A \$7.7 billion General Obligation Bond for Transportation Infrastructure that would include funding for all of the following:**

## **1. Proposition 42 Loan Repayment Fund - \$2.3 billion**

- This fund would repay loans (including interest) made to the General fund from the transportation investment fund (TIF), the transportation account that would have benefited from the flow of Proposition 42 funds in each of the last two fiscal years.
- In both Fiscal Years 2003-'04 and 2004-'05, as part of the budget resolution, the transfer of Proposition 42 funds (i.e., revenues from the sales tax on gasoline) from the General Fund to the Transportation Investment Fund (TIF) were suspended. The suspensions were structured as loans, meaning \$2.111 billion, plus interest, is to be transferred from the General Fund to the TIF in '07-'08 and '08-'09.
- This early loan repayment would allow needed funds to flow for the 141 projects in the Traffic Congestion Relief Program, for improvements to local streets and roads, for projects delayed in the STIP, and for improvements to the state's transit systems.

## **2. The Safe Transportation Facilities Fund - \$2.363 billion**

- This fund would make available \$1.363 billion as the state's share to complete the state's toll bridge seismic retrofit program.
- This fund would also make available \$1 billion to the Department of Water Resources (DWR) to evaluate, improve and strengthen the 1,600 miles of California's levee roads, providing improved flood protection in this state.

## **3. California Ports Infrastructure, Security and Air Quality Improvement Fund - \$2.5 billion.**

- \$2 billion would be available to the CTC, to provide matching funds for investment in infrastructure related to freight movement and improvements to major trade corridors in the state.

- \$400 million would be made available to the Air Resources Board, through the Carl Moyer Fund, for investments to reduce emissions from vehicles primarily used in the operations of ports—diesel trucks, marine vessels, locomotives, port equipment.
- \$100 million would be made available to the Infrastructure Bank for grants to ports for security-related capital investments.

**4. Affordable Housing Incentive Program Fund -- \$425 million**

- This fund would provide funding to local government agencies to improve the condition of neighborhood streets and roads—fix potholes, resurface streets, etc.
- To be eligible for the transportation pot, the local governments would have to be able to demonstrate to HCD that their housing element is in compliance with state law, and that they are meeting specified thresholds for producing housing and affordable housing units.

**5. Transportation Project Enhancement and Mitigation Fund - \$100 million**

- Funds would flow to the Resources Agency to fund the Environmental Enhancement and Mitigation Program (EEMP), in current law, for projects that mitigate the impacts of the construction or expansion of transportation facilities.

###

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** May 27, 2005

**TO:** Board of Directors

**FROM:** Leslie R. White, General Manager

**SUBJECT: CONSIDERATION OF TRANSMITTING A LETTER TO SUPPORT THE APPLICATION OF THE ASSOCIATION OF MONTEREY BAY AREA GOVERNMENTS TO THE MONTEREY BAY AREA UNIFIED AIR POLLUTION CONTROL DISTRICT FOR GRANT FUNDS TO SUPPORT A DEMONSTRATION PROJECT TO DEVELOP A TRANSIT BUS HYBRID ENGINE ASSIST.**

## I. RECOMMENDED ACTION

**That the Board of Directors transmit a letter to the Monterey Bay Unified Air Pollution Control District supporting an application by the Association of Monterey Bay Area Governments for funds to for a Demonstration Program designed to develop a transit bus hybrid engine assist.**

## II. SUMMARY OF ISSUES

- Annually the Monterey Bay Unified Air Pollution District (MBUAPCD) makes grants from funds made available under AB 2766.
- The AB 2766 grants that are made are focused on the reduction of emissions and the improvement of air quality.
- The Association of Monterey Area Governments (AMBAG) has developed a grant application in conjunction with ITS Bus Incorporated that would provide funding (\$200,000) for a demonstration program to develop a transit bus hybrid engine assist.
- The transit hybrid engine assist that is proposed to be developed is anticipated to reduce fuel use and emissions by approximately half.
- The transit hybrid engine assist is proposed to be developed in a manner that is inexpensive enough to install as to make it affordable for all transit systems.
- The ITS Bus Incorporated has requested a letter from METRO supporting the grant application that AMBAG has filed on their behalf.
- Staff recommends that the Board of Directors support the AMBAG application to the MBUAPCD for the Demonstration Project to develop the transit bus hybrid engine assist.



### **III. DISCUSSION**

Since 1991, the Monterey Bay Unified Air Pollution Control District (MBUAPCD) has solicited applications annually for the AB 2766 Motor Vehicle Emissions Reduction Program. This program is funded from revenues collected by the California Department of Motor Vehicles from the \$4.00 annual vehicle registration surcharge in the Monterey Bay region. This program awards financial assistance to local agencies within the Monterey Bay Air Basin for projects that will reduce harmful exhaust emissions to improve air quality.

The Association of Monterey Area Governments (AMBAG) has developed a grant application in conjunction with ITS Bus Incorporated that would provide funding (\$200,000) for a demonstration program to develop a transit bus hybrid engine assist. The demonstration program proposes to develop a hybrid engine assist that would be affordable to transit agencies and that would reduce fuel consumption and emissions by half.

Robert J. Burke, CEO and President of ITS Bus Incorporated has requested that the Board of Directors send a letter to the MBUAPCD supporting the Transit Bus Hybrid Engine Assist Demonstration Program grant application. Representatives of ITS Bus Incorporated will be at the Board of Directors meeting to answer questions.

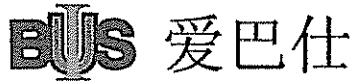
Staff recommends that the Board of Directors send a letter of support to the MBUAPCD supporting the AMBAG/ITS Bus Incorporated request for \$200,000 to implement the Transit Bus Hybrid Assist Demonstration Project.

### **IV. FINANCIAL CONSIDERATIONS**

Sending a letter of support for the Transit Bus Hybrid Demonstration Project will not negatively impact the METRO Budget.

### **V. ATTACHMENTS**

**Attachment A:** May 17, 2005 Letter from Robert J. Burke

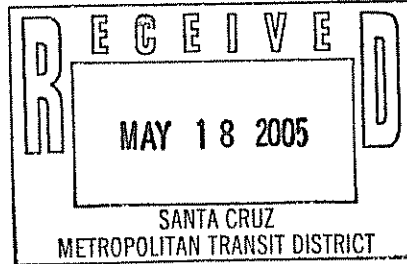


**ITS Bus Incorporated**

P.O. Box 7800, Santa Cruz, CA 95061-7800  
Phone: 831.420.1772, Fax: 831.420.1447  
Email: [rjburke@earthlink.net](mailto:rjburke@earthlink.net)

May 17, 2005

Mr. Mike Keogh, Chair  
Board of Directors  
Santa Cruz Metropolitan Transit District  
370 Encinal Street, Suite 100  
Santa Cruz, CA 95060



Request for SCMTD Letter of Support for AMBAG / ITS Bus Inc., AB 2766 Motor Vehicle Emission Reduction Grant Program

Dear Chair Keogh:

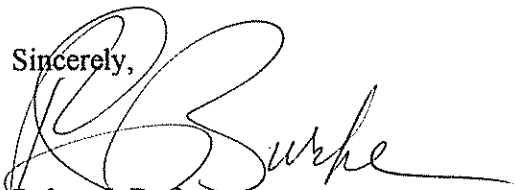
I am writing to request a letter of support from the SCMTD Board of Directors for AMBAG's application for the FY 2005 AB 2766 Motor Vehicle Emission Reduction Grant Program with ITS Bus Incorporated being the "Implementing Entity". Our proposed Demonstration Project is titled "Transit Bus Hybrid Engine Assist Economical Retrofit Demonstration."

The AMBAG application will enable us to demonstrate the environmental and financial benefits of retrofitting existing transit buses with a hybrid engine assist. As described in our grant application (attached), the demonstration will lay the basis for a relatively inexpensive method of hybridizing transit vehicles to cut fuel use and emissions approximately in half.

A letter of support from SCMTD's Board of Directors would strengthen AMBAG's and our application. SCMTD first sponsored ITS Bus's successful application for a demonstration grant from the Regional Transportation Commission in 2000. We have made a great deal of progress since that time, building a highly-capable organization in the USA and China on a strong, global business plan to implement our revolutionary IBus.

Representatives of ITS Bus, Inc., will be present to answer any questions at your Board meeting on May 27, 2005.

Thank you for your consideration.

Sincerely,  
  
Robert J. Burke  
CEO and President

**FY 2002-2003 AB 2766 Motor Vehicle Emission Reduction Grant Program**

**ATTACHMENT 1 - PROJECT BUDGET & SCHEDULE**

*See general instructions at end of this attachment*

- A. Public Agency Applicant:** Association of Monterey Bay Area Governments  
**B. Implementing Entity, if Different:** ITS Bus Incorporated  
**C. Budget:** Total Project Cost: \$ 400,000  
 This AB2766 Grant Request: \$ 200,000  
**D. Project Title:** Transit Bus Hybrid Engine Assist Economical Retrofit Demonstration  
**E. Project Schedule:** Start Date: 10/05 End Date: 10/06 . (Within 2 years)  
**F. Activities:** *List each distinct activity needed to implement project:*  
 Activity #1: Design  
 Activity #2: Procure  
 Activity #3: Install  
 Activity #4: Integrate and Test

**F. AB2766 Grant Reimbursed Costs Only: Budget and Schedule**

*Show ONLY AB2766 grant funds in Table F. Check type of Period:*  X  Quarter  
 \_\_\_\_\_ Semester  
 \_\_\_\_\_ Year

<b>Table F.</b>	<b>1st Period</b>	<b>2nd Period</b>	<b>3rd Period</b>	<b>4th Period</b>		
<b>Activity #</b>	<b>Ends _____</b>	<b>12/31/05</b>	<b>Ends 3/31/06</b>	<b>Ends 6/30/06</b>	<b>Ends 9/30/06</b>	<b>AB2766 Total</b>
1.	\$ 20,000	\$ 20,000	\$ 10,000	\$	\$ 50,000	
2.	\$ 30,000	\$ 20,000	\$ 20,000	\$ 10,000	\$ 80,000	
3.	\$	\$ 20,000	\$ 30,000	\$ 10,000	\$ 60,000	
4.	\$	\$	\$	\$ 10,000	\$ 10,000	
<b>AB2766</b>	<b>\$ 50,000</b>	<b>\$ 60,000</b>	<b>\$ 60,000</b>	<b>\$ 30,000</b>	<b>\$ 200,000</b>	

**G. Total Project Cost, Including Other Funds Budget and Schedule**

*Grant funds may NOT be used to reimburse the costs of the grant.  
 Funding from other sources must be shown for grant administration.  
 Total of all funding sources must equal Total Project Cost amount in §C.*

<b>Table G</b>	<u><b>This</b></u> <u><b>AB2766</b></u> <u><b>Grant Request</b></u>	<u><b>Other</b></u> <u><b>Secured Funds</b></u>	<u><b>Other</b></u> <u><b>Unsecured</b></u> <u><b>Funds</b></u>	<u><b>Total Project</b></u> <u><b>Funding, all Sources</b></u>
Equipment	\$ 80,000	\$	\$	\$ 80,000
Other capital	\$	\$	\$	\$
Personnel	\$ 120,000	\$ 160,000	\$	\$ 280,000
Other operating	\$	\$ 20,000	\$	\$ 20,000
Grant Administration	\$XXXXXX	\$ 20,000	\$	\$ 20,000
<b>All Costs, Total</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>	<b>\$</b>	<b>\$ 400,000</b>

FY 2002-2003 AB 2766 Motor Vehicle Emission Reduction Grant Program

H. Status of funding sources other than this AB2766 grant request

See Status Codes below. Check one box for each source

STATUS CODES :

S = Secured funds: Grantee hereby attests these funds will be secured by January 31, 2004

U = Unsecured funds: Availability for this project not yet certain

P = Previous AB2766 funds secured and available for this project.

Table with 5 rows and 5 columns: Source, Amount, S, U, P. Row 1: ITS Bus Incorporated Investors, \$ 200,000, S, U, X. Total \$ 200,000.

I. Monitoring Program: See instructions below and separate AB2766 Travel Activity Data Requirements.

a. Travel or other activity measurements to be collected: Describe each:

Measure 1 : Emissions measurements

Measure 2 : Fuel economy measurements

Measure 3 :

Measure 4 :

b. Type of Data Collection (Counts, surveys, logs, etc.): emissions measurements, fuel economy measurements

c. Frequency and source of collection for each measure: The technical tests and measurements comprise the "Test" portion of Activity #4: Integrate and Test.

J. Contacts:

List contact information for the primary grantee reimbursement and/or Project Manager, if different, and for the implementation entity, if different:

Primary Contact Name: Nicolas Papadakis

Mail address: P.O. Box 809 Marina, CA 93933-0809

Telephone: (831) 883-3750 Fax: (831) 883-3755 E-Mail: info@ambag.org

Reimbursement Contact Name (If different):

Mail address:

Telephone: Fax: E-Mail:

Implementing Entity Name ITS Bus Incorporated

Mail address: PO Box 7800, Santa Cruz, CA 95061-7800

Telephone: 831.420.1772 Fax: 831.420.1447 E-Mail: rjburke@earthlink.net

K. Emissions and Cost Effectiveness Calculations:

District staff may apply applicable default value.

Useful Life of Project : 10 Years.

Leave the rest of this Section blank. District staff calculates entries:

Prior AB2766 Award: \$ This AB2766 Request: \$

**FY 2002-2003 AB 2766 Motor Vehicle Emission Reduction Grant Program**

**Total Tons, NO<sub>x</sub> \_\_\_\_\_ ROG : \_\_\_\_\_ PM10:**

**Cost-Effectiveness:** \$ \_\_\_\_\_ AB2766 Grant [Prior + Request, if any] divided by  
the sum of NO<sub>x</sub> and ROG tons, plus ten times the total PM10  
tons reduced over the project life

**This concludes Attachment 1**

Draft

# FY 2002-2003 AB 2766 Motor Vehicle Emission Reduction Grant Program

## ATTACHMENT 1A – PROJECT NARRATIVE

**Project Title** Transit Bus Hybrid Engine Assist Economical Retrofit Demonstration

**Grantee Agency** Association of Monterey Bay Area Governments

### Project Scope

Design, procure, install, and test hybrid engine assist technology to reduce emissions and increase fuel economy in an existing transit bus. Devise project to validate favorable economics that lead to good prospects for retrofitting significant numbers of vehicles in the Monterey Bay area and elsewhere.

### Project Concept

The purpose of this project is to demonstrate emissions-reducing technology, which may be economically retrofit to large numbers of vehicles of various kinds and uses. The emissions reductions accrue from the well-known aspects of “hybrid” propulsion technology:

- Recovery and recycling of kinetic energy via regenerative braking,
- Engine operation in rpm “sweet spot” to maximize fuel economy and minimize emissions,
- Internal combustion engine shut off when vehicle not moving (“idle-off”), and
- Operation for limited distances with the engine off.

The hybrid offerings by major automotive manufacturers illustrate the economic feasibility of the technology. These benefits are established facts in the marketplace, mainly on new vehicles. By being economical to implement compared to buying new, vehicle retrofits can spread the emissions benefits of hybrid technology rapidly in fleets of buses, trucks, and other vehicles that are relatively costly and relatively long-lived.

The pricing of hybrids in the personal vehicle markets is typical of the fierce cost competition in the automotive industry, and “hybridized” designs typically cost like 1\$/lb—one dollar per pound of vehicle weight; a \$4000 premium on the price of a 2-ton vehicle. In contrast, the premium for a hybridized transit bus is like 4\$/lb; \$100,000 on the cost of a 25,000 lb vehicle.

The April 2005 issue of *Mass Transit* magazine reports the recent addition of hybrid propulsion as a retrofit during a project to provide a small fleet of fully rehabbed transit buses. Schedule was as important as cost for the project discussed, and there was no apparent requirement to lower the cost delta for the hybrid feature via retrofitting as compared to the cost delta for hybrid on a new vehicle. The discrepancy in the \$/lb for adding hybrid to buses compared to automotive products *suggests* the potential for cost savings representing a significant percentage of the purchase price, with benefits for operators, riders, and taxpayers<sup>1</sup>.

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<sup>1</sup> Low-priced hybrid retrofits could extend to private passenger vehicles because of the extended life expectancy of today’s private vehicles. A retrofit could appeal to many owners of relatively new SUVs and other gas-guzzling vehicles like SUVs who are currently perplexed by high fuel prices. Eyeing the fuel savings, the hybrid’s reduction of wear-and-tear on propulsion and brake systems adds both cost savings and overall life expectancy via a retrofit.

## FY 2002-2003 AB 2766 Motor Vehicle Emission Reduction Grant Program

The basic feature of hybrid propulsion is an energy storage means that augments the chemical energy stored in gasoline or other on-board fuel. The most familiar medium for the complementary energy storage is electricity, which can employ chemical batteries, flywheels/motor-generators, or capacitors. Alternatively to electric motors employing such electric energy storage means, hybrid propulsion may be effected with hydraulic motors that use energy storage in hydraulic “accumulators”.

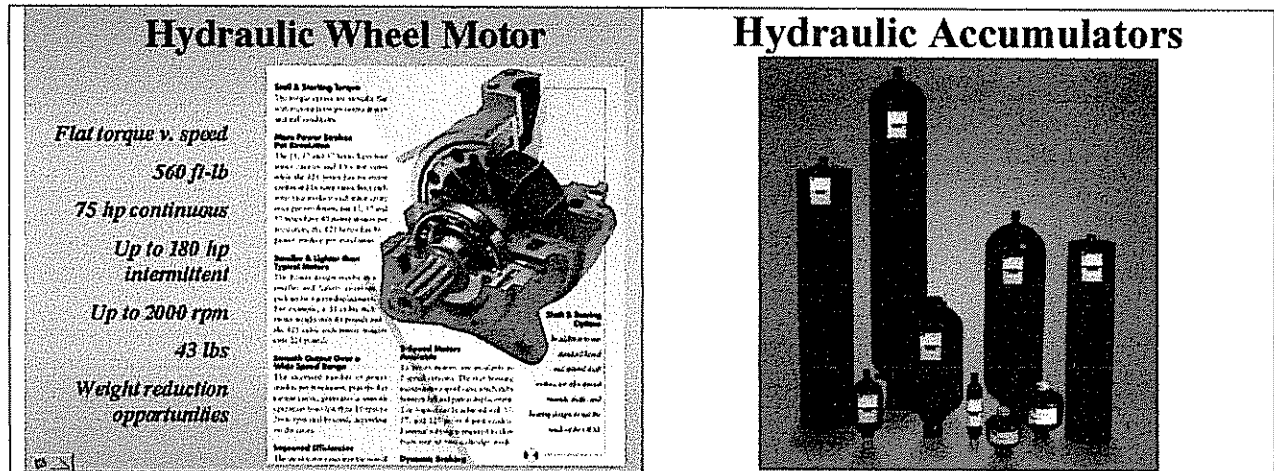


Figure 1. Primary elements of hydraulic hybrid propulsion systems.

As suggested by the sales brochure photos in Figure 1—and generally well-known, the hardware for hydraulic propulsion is rugged, long-lived, and employed in highly competitive, industrial markets. Similarly, this hardware is required to be manufactured for competitiveness in highly cost-sensitive industrial applications. This ruggedness and pricing are principle reasons why ITS Bus Incorporated is developing whole designs of efficient, clean-air vehicles using hydraulic hybrid engine assist systems—as well as the hydraulic hybrid propulsion kits for retrofitting existing vehicles whose potential is to be demonstrated by this grant.

The operation of the hybrid features that reduce emissions and increase fuel efficiency are explicated below as embodied with the hydraulic technology.

Recovery of kinetic energy via regenerative braking. Reversible hydraulic propulsion motors operate as hydraulic pumps to brake the vehicle. Hydraulic fluid is pumped back into the accumulator, moves a piston against the force of high pressure gas, and stores the energy recovered from the kinetic energy of the vehicle’s motion by compressing the gas.

Engine operation in rpm “sweet spot”. Propulsion assist drawing on the accumulator system avoids the necessity for the engine to operate either at very low or very high rpm during acceleration and progression through the transmission’s gears. The assistance of the accumulator system via integration of its computerized controls with those of the engine optimizes the combustion efficiency of the engine to help achieve highest fuel economy and the cleanest burn.

Engine shut off when vehicle not moving (“idle-off”). Engine automatically stops running when vehicle is brought to a standstill. When propulsion system is commanded to move the vehicle, computer control either restarts the engine immediately or delays restart while the hydraulic motors provide propulsion with energy drawn from the accumulator.

Periodic operation with engine off. This feature results in large emission reduction for

## FY 2002-2003 AB 2766 Motor Vehicle Emission Reduction Grant Program

operation in urban driving. Acceleration is powered by energy stored in the hydraulic accumulator system. Kinetic energy that is recovered by regenerative braking allows multiple acceleration-braking cycles, until dissipation depletes the recycled energy. When the engine is run to reenergize the accumulator while powering the vehicle, computer control adjusts the contributions from the engine and accumulator to cause the engine to operate as close as possible to its minimum emissions and fuel use while delivering the needed power.

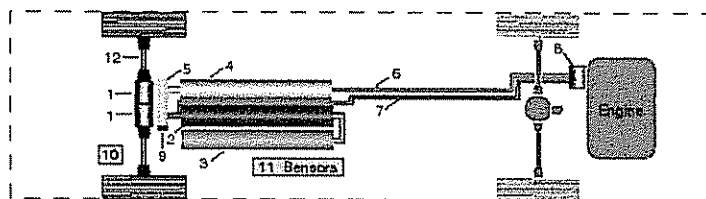
In a hybrid vehicle development that supports the goals of emissions reduction, more recognition has been given recently to the option of capitalizing on the complementary power source (electric or hydraulic) to increase acceleration performance. The public approval of this capability is important for emissions reduction because this improved performance adds motivation to buyers/owners to own and operate hybrid-equipped vehicles either because of the factual importance of the increased power and torque of the propulsion system or because of the improved image of the vehicle—in this age of slogans such as “you are what you drive” that saturate our automobile-based culture and economy. Any and all reasons or rationales that put more efficient and less polluting vehicles on the road serve the goals of reduced emissions and energy use.

### Activities and Budget

The proposed project will retrofit a bus donated or acquired at low cost. The scope of the project includes detailed design, procurement, installation, and integration and testing of the hybrid retrofit. The following summarizes the activities for the total \$400,000 budget, including \$200,000 grant funding and \$200,000 in-kind funding by ITS Bus.

Design – \$150,000. The configuration shown in Figure 2 is typical of how hydraulic hybrid could be added to an existing bus design, in this case taking advantage of the supplementary power to turn a 2WD into a 4WD vehicle. The main elements of the hydraulic engine assist system shown schematically are the same whether retrofit or new, but the layout as well as some basic features will be governed for retrofits by the opportunities afforded by the bus being retrofitted.

**Figure 2** VFP Propulsion Modification of Rear Engine Bus

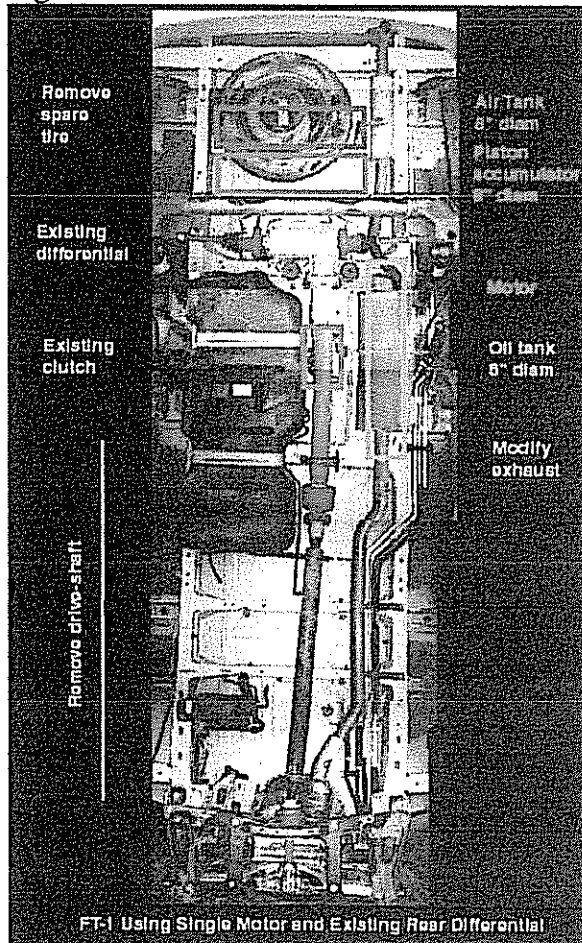


No	Item	Specification	Number	Supplier
1	Hydraulic motor pair	1000 lb-lb, 125/250 hp avg/peak	2	Rineer Series 37
2	Accumulator	Piston accumulator, 5kal, 40 gal	1	Parker
3	High pressure gas bottle	Composite air tank, 5kal, 40 gal	1	Parker
4	Oil tank	Oil tank, 100 psi, 40 gal	1	Parker
5	Valve manifold	Drive/Regen Brake, Fwd/Rev	1	Parker
6	Low pressure oil line		1	Parker
7	High pressure oil line		1	Parker
8	Pump		1	Parker
9	Valve control servo	Flow rate, direction	1	Parker
10	Micro processor	Propulsion/Brake, Differential	1	ITS Bus
11	Sensors	see separate listing		
11	Drive axle & Suspension Mods	COTS truck	set	Complete Coach



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Figure 3.



The design activity will configure the hydraulic components for installation conforming to the layout of the existing bus. For illustration, Figure 3 to the left shows a photograph of the underside of a Dodge Caravan that was acquired to experiment with the hydraulic hybrid retrofit concept on mass-produced vehicles. The figure illustrates the various subsystems that need to be accommodated in the retrofit, such as exhaust, fuel storage, and suspension. The drive shaft to the rear wheels will be removed in the Caravan project—an example of the specific features that depend on the particular configuration to be retrofit. Each specific layout also will influence the computer control of the hydraulic engine assist and its integration with the engine controls. The control system is estimated to comprise 60% of the design work in the project.

**Procure – \$100,000.** The components to be procured for the hydraulic accumulator system, illustrated in Figure 2 and to be finalized by the Design activity, include reversible hydraulic drive motors/regenerative braking pumps (1 or 2), accumulator oil and pressurized gas tanks, a hydraulic pump driven by the engine to charge the accumulator system and provide start/restart, control valves and connectors/transfer components, control electronics components.

**Install – \$50,000.** The installation effort is illustrated in Figure 3. The key issue is to minimize the overall cost of the retrofit while obtaining storage space for the accumulator system and inserting the hydraulic motor/pump in the drivetrain and mounting the replenishment hydraulic pump to be driven by the engine. The operator interface will be integrated into the existing control console, and does not increase the operator's workload.

**Integrate and test – \$100,000.** The activity covers resolving unforeseeable practical problems, verifying functionality and safety, assuring smooth and trouble-free operation, and measuring emission reductions. Integration is a key element of any project and often is under-funded. For this project, the formal testing goals will involve both the emissions reductions and the indications of favorable practicality and economics that will lead to significant numbers of vehicles being retrofit with this technology to achieve an important contribution to total emissions reductions in the Monterey Bay area and further afield.

**This concludes Attachment 1A**

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ATTACHMENT 1B- PROGRAM CRITERIA CHECKLIST

*Instructions for Attachment 1B:*

*Applicant prepares Attachment 1B. All applicants must meet all REQUIRED criteria to be considered by the District Board. Only applicants previously awarded AB2766 grants need to meet MULTI-YEAR criteria. Meeting applicable criteria does not guarantee a grant award, as AB2766 grants are awarded at the sole discretion of the District Board of Directors. For emission-reducing projects, awards will generally be based on cost-effectiveness and point scoring as described in the next section. Also see included instructions in Italics.*

Project Title Transit Bus Hybrid Engine Assist Economical Retrofit Demonstration

Grantee Agency Association of Monterey Bay Area Governments

**PROJECT TYPE:**

*All applicants must check one or more. If A is checked, do NOT check B, C or D.*

- A. EMISSION- REDUCING PROJECT** - Quantifiable mobile source emission reductions will occur within five years as a result of this project.
- B. DEMONSTRATION PROJECT** - Testing or demonstration of facilities, equipment, methods and/or procedures that could lead to motor vehicle emission reductions.
- C. EDUCATION PROJECT** - Education, public information and policy or regulatory projects.
- D. INFRASTRUCTURE PROJECT** - Infrastructure facilities, equipment and/or services which will enable emission reductions.

**REQUIRED CRITERIA for ALL APPLICATIONS:**

*To be eligible, all applicants must check all these required criteria:*

1.  Project will result in actions needed to implement the California Clean Air Act (as amended in 1992) and/or achieve motor vehicle emission reductions meeting the requirements of Health & Safety Code §44220 to 44247.
2.  Projects will be implemented within two years, and is within the North Central Coast Air Basin.
3.  Application is in complete, in a format acceptable to the District and has been submitted during the application period.
4.  Application requests no more than \$200,000 in AB2766 funds in this grant year.

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5.  Applicant is a public agency who will sign a Grant Acceptance Agreement to implement and maintain the proposed project for its useful life. (The project may be implemented by another entity, including a private individual, non-profit, or corporation subcontracted for that purpose by the grantee public agency. Grantee will provide such subcontracts to District staff for review prior to execution.
6.  The project proposal indicates that the project will be operational and/or providing emission reductions within five years of the date of first AB2766 grant award to this project.
7.  This project is consistent with a comprehensive, targeted program to either reduce overall mobile source emissions or reduce the use of the single occupant vehicle as included in, or consistent with adopted state, regional or local plans. The project proposed must be consistent with the policy direction of the relevant plan, listed below, even if that plan does not specifically list the proposed project:

1, 2

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*(See list of relevant plans attached).*

8.  Applicant has provided information and assumptions sufficient for District staff to assess project mobile source emission reductions for ROG, NO<sub>x</sub>, total PM<sub>10</sub> and exhaust PM<sub>10</sub>, as well as VMT reductions over the useful life of the project.
9.  Project proposal does not include any AB2766 grant funds for preparation of the application, preliminary work related to obtaining a grant, or for project administration if awarded a grant.
10.  (Check in following blanks): Application clearly identifies all funds needed to implement the project, either showing:  
a)  funds as "secured" if now budgeted for the project or  
b)  funds as "secured" if will be budgeted and committed to the project by January 31, 2006 should the grant be awarded.
11.  If the proposal includes purchase of an engine or engine modification, the resulting engine will meet or exceed current California Air Resource Board emissions standards.
12.  The proposed project is not eligible for a Moyer grant (New this year).

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**MULTI-YEAR CRITERIA:**

*Only for projects previously awarded MBUAPCD grants. Check all that apply.  
Criteria 12- 16 must be met for such projects.*

12.  The proposed new grant-funded activity is consistent with applicable prior MBUAPCD Grant Acceptance Agreement(s) for this same project.
13.  This grant is to fund an activity, purpose or phase which is separate and distinct from all work previously funded with AB2766 grant funds.
14.  Any emission reductions claimed for any prior MBUAPCD grant awards for this project will occur within five years of the date of first AB2766 grant award for this project.
15.  Any emissions or VMT reductions claimed for prior grant awards for this project are not also claimed in this request.
16.  Prior AB2766 grant awards are not included in the amount of other secured funds leveraged in project scoring.

**This concludes Attachment 1B**