



**BOARD OF DIRECTORS REGULAR MEETING AGENDA
FEBRUARY 25, 2011
WATSONVILLE CITY COUNCIL CHAMBERS
275 MAIN STREET
WATSONVILLE, CALIFORNIA
9:00 a.m. – 12:00 noon**

THE BOARD AGENDA PACKET CAN BE FOUND ONLINE AT WWW.SCMTD.COM OR AT METRO'S ADMINISTRATIVE OFFICE LOCATED AT 110 VERNON STREET, SANTA CRUZ, CA

NOTE: THE BOARD CHAIR MAY TAKE ITEMS OUT OF ORDER

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

1. ROLL CALL
2. **ORAL ANNOUNCEMENT:** AMY WEISS WILL BE AVAILABLE FOR SPANISH LANGUAGE INTERPRETATION DURING "ORAL COMMUNICATIONS" AND FOR ANY OTHER AGENDA ITEM FOR WHICH THESE SERVICES ARE NEEDED
3. ORAL AND WRITTEN COMMUNICATION TO THE BOARD OF DIRECTORS
4. LABOR ORGANIZATION COMMUNICATIONS
5. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

CONSENT AGENDA

- 5-1. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS FOR THE MONTH OF DECEMBER 2010
- 5-2. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORTS FOR DECEMBER 2010 AND APPROVAL OF BUDGET TRANSFERS
- 5-3. CONSIDERATION OF TORT CLAIMS: REJECT THE CLAIM OF STATE FARM INSURANCE (SUBROGATING FOR ANDERSON, JOHN), #11-0003; REJECT THE CLAIM OF COMMERCE WEST INSURANCE (SUBROGATING FOR TABULA, VINCE), #11-0005
- 5-4. ACCEPT AND FILE MAC AGENDA FOR FEBRUARY 2011 MEETING
- 5-5. ACCEPT AND FILE MINUTES REFLECTING VOTING RESULTS FROM APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR PREVIOUS MEETINGS

- 5-6. ACCEPT AND FILE STATUS REPORT OF ACTIVE GRANTS AND SUBMITTED GRANT PROPOSALS FOR FEBRUARY 2011
- 5-7. ACCEPT AND FILE STATUS REPORT OF FEDERAL AND STATE LEGISLATION AND CURRENT LEGISLATIVE ISSUES
- 5-8. 1- CONSIDERATION OF ACCEPTANCE AND APPROVAL OF THE TERMS OF THE COUNTY OF SANTA CRUZ' RIGHT OF ENTRY FOR METRO'S ENTRY ONTO THE EMELINE BUS STOP RELOCATION PROJECT; 2- CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE ANY NECESSARY DOCUMENTS REQUIRED FOR ENTRY ONTO PROPERTIES IN CONNECTION WITH THE CONSTRUCTION, IMPROVEMENT AND/OR REPAIR OF PROPOSED BUS STOPS THROUGHOUT THE COUNTY OF SANTA CRUZ
- 5-9. APPROVE REGULAR BOARD MEETING MINUTES OF JANUARY 14 AND JANUARY 28, 2011
- 5-10. ACCEPT AND FILE PARACRUZ OPERATIONS STATUS REPORT FOR THE MONTH OF DECEMBER 2010

REGULAR AGENDA

- 6. EMPLOYEE LONGEVITY AWARDS
Presented By: Chair Pire
- 7. CONSIDERATION OF ADOPTION OF RESOLUTION OF APPRECIATION FOR THE SERVICES OF ANTONIO RIVAS AS A MEMBER OF THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
Presented by: Chair Pirie
- 8. CONSIDERATION OF APPOINTMENT OF ROSEANN MARQUEZ TO THE METRO ADVISORY COMMITTEE (NOMINATED BY DIRECTOR HAGEN)
Presented By: Angela Aitken, Acting Assistant General Manager & Finance Manager
- 9. CONSIDERATION OF NOMINATIONS OF ADDITIONAL MEMBERS TO THE SANTA CRUZ CIVIC IMPROVEMENT CORPORATION
Presented By: Angela Aitken, Acting Assistant General Manager & Finance Manager
- 10. CONSIDERATION OF ADOPTING A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO SUBMIT A GRANT APPLICATION AND SIGN NECESSARY AGREEMENTS TO OBTAIN PROPOSITION 1B FUNDING FROM THE FY11 CALIFORNIA TRANSIT SECURITY GRANT PROGRAM
Presented By: Angela Aitken, Acting Assistant General Manager & Finance Manager

11. CONSIDERATION OF CONTINUING SPONSORSHIP OF LEADERSHIP SANTA CRUZ COUNTY IN ORDER TO PROVIDE EDUCATION ON TRANSPORTATION ISSUES, SERVICES, AND FACILITIES AND TO PROVIDE THE OPPORTUNITY FOR METRO STAFF TO PARTICIPATE IN THE PROGRAM
Presented By: Angela Aitken, Acting Assistant General Manager & Finance Manager
12. CONSIDERATION OF CONCERNS REGARDING THE DISSEMINATION OF METRO FINANCIAL INFORMATION TO EMPLOYEES
Presented By: Angela Aitken, Acting Assistant General Manager & Finance Manager
13. CONSIDERATION OF AUTHORIZING GENERAL MANAGER TO SIGN AN AGREEMENT WITH MONTEREY-SALINAS TRANSIT FOR INTER-AGENCY TRAVEL
Presented By: Angela Aitken, Acting Assistant General Manager & Finance Manager
14. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE AN OPERATION AND MAINTENANCE AGREEMENT AND A COVENANT TO RESTRICT USE OF PROPERTY AGREEMENT BETWEEN SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO) AND THE DEPARTMENT OF TOXIC SUBSTANCE CONTROL (DTSC) FOR THE SITE LOCATED AT 425 FRONT STREET, SANTA CRUZ, CALIFORNIA
Presented By: Angela Aitken, Acting Assistant General Manager & Finance Manager
15. CONSIDERATION OF APPROVAL TO REINSTATE CLASS SPECIFICATIONS AND UPDATE WAGE SCALES PREVIOUSLY REMOVED FROM THE SEIU, LOCAL 521 MEMORANDUM OF UNDERSTANDING (MOU)
Presented By: Robyn Slater, Human Resources Manager
16. ACCEPT AND FILE RIDERSHIP AND PERFORMANCE REPORT FOR DECEMBER 2010
Presented By: Angela Aitken, Acting Assistant General Manager & Finance Manager
17. **ORAL ANNOUNCEMENT:** THE NEXT REGULARLY SCHEDULED BOARD MEETING WILL BE HELD FRIDAY, MARCH 11, 2011 AT 9:30 A.M. AT THE ADMINISTRATIVE OFFICES OF SANTA CRUZ METRO, LOCATED AT 110 VERNON STREET, IN SANTA CRUZ, CALIFORNIA
Presented By: Chair Pirie
18. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION: District Counsel
19. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

SECTION II: CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
(Pursuant to Government Code Section 54956.9)
 - a. Name of Case: Raudel Delgado v. Santa Cruz METRO
(Before the Workers' Compensation Appeals Board)

- b. Name of Case: Christopher Lanagan v. Santa Cruz METRO
(Before the Workers' Compensation Appeals Board)

2. CONFERENCE WITH LABOR NEGOTIATORS
(Pursuant to Government Code Section 54957.6)

- a. Agency Negotiator: Robyn Slater, Human Resources Manager

- 1. Employee Organizations: United Transportation Union
(UTU), Local 23 (Fixed Route and Paracruz) and
Service Employees International Union (SEIU),
Local 521

SECTION III: RECONVENE TO OPEN SESSION

20. 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 Watsonville 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 Tony Tapiz, Administrative Services Coordinator, at 831-426-6080 as soon as possible in advance of the Board of Directors meeting. Hearing impaired individuals should call 711 for assistance in contacting 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 in Watsonville on Charter Channel 70. Community Television will rebroadcast it at 7:00 p.m. on Friday, March 4, 2011 on Comcast Channel 26 and also on Charter Channel 72.

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

DATE: 12/01/10 THRU 12/31/10

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
37919	12/16/10		-11.67	WILSON, GEORGE H., INC.		36991	EMERG RPR/OPS	-11.67	**VOID
37921	12/06/10		479.00	ALWAYS UNDER PRESSURE		37150	SVCE CALL/PUMP RPR	479.00	
37922	12/06/10		17,623.94	ASSURANT EMPLOYEE BENEFITS		37148	DEC 10 LTD	17,623.94	
37923	12/06/10		4,360.08	AT&T		37196	OCT PHONES	4,360.08	
37924	12/06/10		8,250.00	ATHENS INSURANCE SERVICE, INC.		37149	DEC 10 WORK COMP FEE	8,250.00	
37925	12/06/10		13,038.47	BANK OF MARIN		37193	PROF SVCS THRU 10/31	13,038.47	
37926	12/06/10		110.71	BAUER, FRANK		37061	ADV MOBILE DVC WRKSP	110.71	
37927	12/06/10		50.00	BUSTICHI, DENE	7	37139	11/19 BOD MTG	50.00	
37928	12/06/10		5,000.00	CAPITALEGGE ADVOCACY, LLC		37152	DEC 10 FED LEG SVCS	5,000.00	
37929	12/06/10		129.44	CEB		37153	CA MECH LIENS 3RD UP	129.44	
37930	12/06/10		130.39	CHEVROLET OF WATSONVILLE	7	37064	OUT RPR #504	130.39	
37931	12/06/10		50.70	CITY OF SCOTT'S VALLEY		37154	9/15-11/15 SVTC	50.70	
37932	12/06/10		50.00	CITY OF WATSONVILLE		37147	11/19 BOD MTG	50.00	
37933	12/06/10		16,506.87	CLEAN ENERGY		37062	LNG 11/9/10	6,746.45	
						37063	LNG 11/12/10	9,760.42	
37934	12/06/10		184.00	COMMUNITY TELEVISION OF		37151	10/22 BOD MTG	184.00	
37935	12/06/10		255.43	COTTER, ROBERT		37065	CNG FUEL CERT	255.43	
37936	12/06/10		3,797.98	DIXON & SON TIRE, INC.		37066	NOV TIRES & TUBES/FL	1,329.74	
						37067	NOV TIRES & TUBES/FL	96.04	
						37068	NOV TIRES & TUBES/FL	66.00	
						37069	NOV TIRES & TUBES/FL	1,467.50	
37937	12/06/10		97.50	EVERGREEN OIL INC.		37073	HAZ WASTE DISP	97.50	
37938	12/06/10		1,880.00	EXPRESS EMPLOYMENT PROS		37071	TEMP/FAC W/E 11/14	1,160.00	
						37072	TEMP/FAC W/E 11/14	720.00	
37939	12/06/10		104.04	FEDERAL EXPRESS		37075	POST/MAIL/FIN	104.04	
37940	12/06/10		10.00	FLECHTNER, PEGGY		37074	VTT FEE/OPS	10.00	
37941	12/06/10		468,328.90	GFI GENFARE		37155	PDR	234,164.45	
						37156	FDR	234,164.45	
37942	12/06/10		372.40	GRAINGER		37076	RPRS & MAINT/FAC	126.16	
						37157	RPRS & MAINT/FAC	246.24	
37943	12/06/10		166.95	GRANITEROCK COMPANY		37197	RPRS & MAINT/FAC	166.95	
37944	12/06/10		50.00	HAGEN, DONALD N.	7	37140	11/19 BOD MTG	50.00	
37945	12/06/10		7,316.00	HARTFORD INSURANCE CO		37077	1/11-1/12 FLOOD INS	7,316.00	
37946	12/06/10		3,437.94	HARTFORD LIFE AND ACCIDENT INS		37158	DEC 10 LIFE/AD&D	3,437.94	
37947	12/06/10		50.00	HINKLE, MICHELLE	7	37141	11/19 BOD MTG	50.00	
37948	12/06/10		3,345.43	HOSE SHOP, THE		37078	PARTS & SUPPLY/FL	160.14	
						37079	REV VEH PARTS/FL	37.58	
						37080	OUT RPR/EQUIP	3,147.71	
37949	12/06/10		781.72	IKON FINANCIAL SERVICES		37159	11/18-12/17 LS/MNT	380.00	
						37160	COPY OVERAGES/TAXES	401.72	
37950	12/06/10		84.71	IKON OFFICE SOLUTIONS		37081	10/19-11/18 BK MNT/A	84.71	
37951	12/06/10		30.94	KELLY-MOORE PAINT CO., INC.		37161	RPRS & MAINT/FAC	30.94	
37952	12/06/10		50.00	LEOPOLD, JOHN	7	37142	11/19 BOD MTG	50.00	
37953	12/06/10		780.00	MANAGED HEALTH NETWORK		37162	DEC 10 EAP	780.00	
37954	12/06/10		75.00	MARTINEZ, MARK		37085	EMPLOY EXAM/OPS	75.00	
37955	12/06/10		210.87	MCGLAZE, GILLIAN		37086	ADV MOBILE DVC WRKSP	210.87	
37956	12/06/10		30.66	MID VALLEY SUPPLY		37087	CLEAN SUPPLY/FL	30.66	
						37082	UNIF & LAUNDRY/FAC	61.12	
37957	12/06/10		330.31	MISSION UNIFORM		37083	UNIF & LAUNDRY/FL	169.61	

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37958	12/06/10	642.62 001063		NEW FLYER INDUSTRIES LIMITED		37084	UNIF & LAUNDRY/FL	69.85	
37959	12/06/10	3,991.89 009		PACIFIC GAS & ELECTRIC		37097	UNIF & LAUNDRY/FL	29.73	
37960	12/06/10	257.90 043		PALACE ART & OFFICE SUPPLY		37088	REV VEH PARTS/FL	528.23	
37961	12/06/10	887.00 950		PARADISE LANDSCAPE INC	0	37163	REV VEH PARTS/FL	62.81	
37962	12/06/10	424.00 481		PIED PIPER EXTERMINATORS, INC.		37164	REV VEH PARTS/FL	51.58	
37963	12/06/10	50.00 B024		PIRIE, ELLEN	7	37100	7/29-8/27 1122 RVR	1,995.95	
37964	12/06/10	80.53 002927		PRAXAIR DISTRIBUTION, INC.		37101	9/28-10/27 1122 RVR	1,995.94	
37965	12/06/10	456.00 001149		PREFERRED PLUMBING, INC.		37091	OFFICE SUPPLY/FL	32.38	
37966	12/06/10	2,660.85 882		PRINT SHOP SANTA CRUZ		37092	OFFICE SUPPLY/FIN	80.33	
37967	12/06/10	50.00 B027		RIVAS, ANTONIO		37093	OFFICE SUPPLY/ADM	127.68	
37968	12/06/10	1,978.40 001098		ROBERT HALF MANAGEMENT RESOURCE		37094	OFFICE SUPPLY/FL	17.51	
37969	12/06/10	50.00 B022		ROBINSON, LYNN MARIE	7	37099	NOV MAINT	887.00	
37970	12/06/10	50.00 B015		ROTKIN, MIKE	7	37089	NOV PEST CTRL	241.00	
37971	12/06/10	21,450.57 966		S.C. FUELS	0	37090	NOV PEST CTRL	183.00	
37972	12/06/10	82.88 135		SANTA CRUZ AUTO PARTS, INC.		37144	11/19 BOD MTG	50.00	
37973	12/06/10	143.83 848		SANTA CRUZ ELECTRONICS, INC.		37098	SAFETY SUPPLY/FL	80.53	
37974	12/06/10	8,909.02 079		SANTA CRUZ MUNICIPAL UTILITIES		37096	SERVICE CALL/RVR	456.00	
37975	12/06/10	158.30 122		SCMTD PETTY CASH - OPS		37095	VEH CONDITION FORMS	2,660.85	
37976	12/06/10	2,413.66 R594		SIERRA, MARY OR SERGIO		37143	11/19 BOD MTG	50.00	
37977	12/06/10	146.31 001232		SPECIALIZED AUTO AND		37102	TEMP/ADM W/E 11/12	599.52	
37978	12/06/10	2,070.00 001156		ST. BERNARD SOFTWARE, INC.		37103	TEMP/ADM W/E 11/12	399.68	
37979	12/06/10	33.64 002245		STAPLES ADVANTAGE		37144	11/19 BOD MTG	50.00	
37980	12/06/10	2,217.60 104		STATE STEEL COMPANY		37146	11/19 BOD MTG	50.00	
37981	12/06/10	569.71 002812		STRONGHOLD SECURITY INC.	0	37108	DIESEL 11/15/10	21,450.57	
37982	12/06/10	152.95 001040		TERRYBERRY CO., LLC		37178	CLEAN SUPPLY/FL	37.56	
37983	12/06/10	225.00 001165		THANH N. VU MD	7	37179	PARTS & SUPPLY/FL	45.32	
						37182	TELECOM TEST SET	143.83	
						37165	10/14-11/12 PACIFIC	2,659.25	
						37166	10/14-11/12 PACIFIC	80.00	
						37167	10/14-11/12 1200A RV	2,616.58	
						37168	10/14-11/12 111 DUB	16.16	
						37169	10/14-11/12 GOLF	1,208.86	
						37170	10/14-11/12 BS ST EN	558.40	
						37171	10/14-11/12 GOLF	45.59	
						37172	10/14-11/12 1200B RV	1,047.67	
						37173	10/14-11/12 111 DUB	67.92	
						37174	10/14-11/12 VERNON	438.71	
						37175	10/14-11/12 VERNON	49.79	
						37176	10/14-11/12 1217 MB	120.09	
						37183	PETTY CASH/OPS	158.30	
						37184	SETTLEMENT/RISK	2,413.66	
						37180	OUT RPR REV VEH/PT	93.26	
						37181	OUT RPR REV VEH/PT	53.05	
						37105	IPRISM RENEW/MAINT	2,070.00	
						37107	OFFICE SUPPLY/FIN	33.64	
						37177	FAREBOX MNT ADAPTER	2,217.60	
						37106	ANNUAL FIREWALL RENEW	569.71	
						37110	EMPLOY INCENTIVE	152.95	
						37112	EMPLOY EXAM/OPS	75.00	

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37984	12/06/10	128.00 002675		THOMSON REUTERS BARCLAYS		37113	EMPLOY EXAM/FL	75.00	
37985	12/06/10	331.98 170		TOWNSEND'S AUTO PARTS		37114	EMPLOY EXAM/PT	75.00	
37986	12/06/10	12,941.49 057		U.S. BANK		37111	T19 11/4/11	128.00	
						37109	REV VEH PARTS/FL	331.98	
						37116	4246044555645971	3,000.00	
						37117	4246044555645971	2,725.37	
						37118	4246044555645971	206.99	
						37119	4246044555645971	41.74	
						37120	4246044555645971	34.95	
						37121	4246044555645971	691.85	
						37122	4246044555645971	159.33	
						37123	4246044555645971	113.14	
						37124	4246044555645971	222.99	
						37125	4246044555645971	150.00	
						37126	4246044555645971	150.00	
						37127	4246044555645971	17.90	
						37128	4246044555645971	524.00	
						37129	4246044555645971	28.77	
						37130	4246044555645971	-215.00	
						37131	4246044555645971	585.50	
						37132	4246044555645971	282.14	
						37133	4246044555645971	229.66	
						37134	4246044555645971	50.48	
						37135	4246044555645971	27.80	
						37136	4246044555645971	999.95	
						37137	4246044555645971	45.26	
						37138	4246044555645971	2,868.67	
37987	12/06/10	10.96 946		UNITED SITE SERVICES		37115	11/10-12/7 RENTAL	10.96	
37988	12/06/10	211.53 002829		VALLEY POWER SYSTEMS, INC.		37185	REV VEH PARTS/FL	82.78	
						37186	REV VEH PARTS/FL	128.75	
						37188	MT. BIEWLASKI	54.57	
37989	12/06/10	54.57 434B		VERIZON CALIFORNIA		37189	PC CARDS/ADM	90.02	
37990	12/06/10	90.02 434		VERIZON WIRELESS	0	37187	NOV SERVICES	1,595.00	
37991	12/06/10	1,595.00 001353		VISION COMMUNICATIONS		37190	DEC 10 VSP	11,137.50	
37992	12/06/10	11,137.50 001043		VISION SERVICE PLAN		37191	REV VEH PARTS/PT	117.67	
37993	12/06/10	117.67 001223		WATSONVILLE CADILLAC, BUICK,		37192	PROF SVCS THRU 10/31	134,253.23	
37994	12/06/10	134,253.23 002887		WEST BAY BUILDERS, INC.		37195	FUEL/FLT	1,974.73	
37995	12/06/10	1,974.73 001506		WESTERN STATES OIL CO., INC.		37194	RPR HEATING UNIT/WTC	525.00	
37996	12/06/10	525.00 186		WILSON, GEORGE H., INC.		37307	EMPLOY EXAMS/HR	171.50	
37997	12/13/10	171.50 001093		ALERE TOXICOLOGY SERVICES, INC		37200	RPRS & MAINT/FAC	530.02	
37998	12/13/10	530.02 192		ALWAYS UNDER PRESSURE		37198	DEC PAGERS	214.83	
37999	12/13/10	214.83 002861		AMERICAN MESSAGING SVCS, LLC	7	37306	DUBOIS CLEANUP	800.00	
38000	12/13/10	800.00 002928		ANDRES LANDSCAPING		37309	DEC 10 PERS CHOICE	764.40	
38001	12/13/10	764.40 001312		ANTHEM BLUE CROSS		37201	PROF/TECH FEES	435.00	
38002	12/13/10	435.00 478		BEE CLENE	0	37202	NOV SVCS	295.65	
38003	12/13/10	295.65 001275		BROADLUX, INC.		37367	NOV LANDFILL	15.36	
38004	12/13/10	15.36 001346		CITY OF SANTA CRUZ		37203	LNG 11/15/10	7,329.80	
38005	12/13/10	40,803.42 001124		CLEAN ENERGY		37204	LNG 11/18/10	9,166.38	
						37205	LNG 11/21/10	8,145.52	
						37206	LNG 11/24/10	9,495.97	

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38006	12/13/10	001084	1,357.50	CLUTCH COURIERS	7	37207	LNG 11/28/10	6,665.75	
38007	12/13/10	001084	1,357.50	CLUTCH COURIERS	7	37209	NOV 10 MAIL P/U	1,357.50	
38008	12/13/10	001245	1,461.82	COAST PAPER & SUPPLY INC.		37208	CLEAN SUPPLY/FAC	1,461.82	
38009	12/13/10	001245	569.76	CONTINUANT		37309	CONTRACT CLOSOUT	569.76	
		504	4,599.51	CUMMINS WEST, INC.		37310	OUT RPR #2602	2,064.43	
		800	37,685.56	DELTA DENTAL PLAN		37210	REV VEH PARTS/FL	2,535.08	
38011	12/13/10	002835	3,418.23	DEPT OF TOXIC SUBSTANCES CTRL		37211	DEC 10 DENTAL	37,685.56	
38012	12/13/10	001316	19,407.75	DEVCO OIL		37212	SOIL SURVEY 425 FRNT	3,418.23	
						37213	11/-11/15 FUEL/PT	8,214.13	
						37311	PROPANE/FLT	183.35	
						37319	11/16-11/30 FUEL/PT	6,805.39	
						37320	FUEL/FLT	102.78	
						37321	PROPANE/FLT	56.72	
38013	12/13/10	480	870.53	DIESEL MARINE ELECTRIC, INC.		37321	NOV FUEL/FLT	4,045.38	
38014	12/13/10	085	5,902.54	DIXON & SON TIRE, INC.		37214	REV VEH PARTS/FL	870.53	
						37215	NOV TIRES & TUBES/PT	268.41	
						37216	NOV TIRES & TUBES/PT	577.06	
						37217	NOV TIRES & TUBES/PT	226.87	
						37218	NOV TIRES & TUBES/PT	444.01	
						37219	NOV TIRES & TUBES/FL	178.76	
						37220	NOV TIRES & TUBES/FL	48.02	
						37221	NOV TIRES & TUBES/FL	192.07	
						37222	NOV TIRES & TUBES/FL	19.10	
						37223	NOV TIRES & TUBES/FL	2,933.73	
						37224	NOV TIRES & TUBES/FL	871.26	
						37225	NOV TIRES & TUBES/FL	19.10	
						37226	NOV TIRES & TUBES/FL	9.55	
						37227	NOV TIRES & TUBES/FL	19.10	
						37228	NOV TIRES & TUBES/FL	9.55	
						37229	NOV TIRES & TUBES/FL	38.20	
						37230	NOV TIRES & TUBES/FL	47.75	
38015	12/13/10	001329	4,316.56	DOC AUTO LLC		37231	OUT RPR REV VEH/PT	397.37	
						37232	OUT RPR REV VEH/PT	943.70	
						37233	OUT RPR REV VEH/PT	550.96	
						37234	OUT RPR #2406	2,166.20	
						37312	OUT RPR REV VEH/PT	39.95	
						37313	OUT RPR REV VEH/PT	39.95	
						37314	OUT RPR REV VEH/PT	39.95	
						37315	OUT RPR REV VEH/PT	98.53	
						37316	SMOG/FLEET #9951	39.95	
						37317	SMOG FLT/#101	39.95	
38016	12/13/10	002388	110.00	DOGHERRA'S	7	37317	OUT RPR REV VEH/PT	55.00	
						37318	OUT RPR REV VEH/PT	55.00	
38017	12/13/10	002862	500.00	ECOLOGICAL CONCERNS INC.		37322	WATER DRAIN/NOV MB	500.00	
38018	12/13/10	00432	3,064.00	EXPRESS EMPLOYMENT PROS		37235	TEMP/FAC W/E 11/21	1,160.00	
						37236	CR FAC	-232.00	
						37323	TEMP/FAC W/E 11/28	540.00	
						37324	TEMP/FAC W/E 11/28	696.00	
						37325	TEMP/FAC W/E 11/21	900.00	
38019	12/13/10	372	27.54	FEDERAL EXPRESS		37326	POSTAGE/MAILING MB	27.54	
38020	12/13/10	001172	581.99	FERGUSON ENTERPRISES INC.		37327	RPRS & MAINT/FAC	77.21	

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38021	12/13/10	220.05 959	FIRST ADVANTAGE CORPORATION			37328	RPRS & MAINT/FAC	504.78	
						37329	EMPLOY EXAM	83.13	
						37330	EMPLOY EXAM	19.56	
						37331	EMPLOY EXAM	29.34	
						37332	EMPLOY EXAM	44.01	
						37333	EMPLOY EXAM	44.01	
38022	12/13/10	208.00 001302	GARDA CL WEST, INC.			37237	DEC ARMORED CAR SVC	208.00	
38023	12/13/10	391.81 001189	GARY KENVILLE LOCKSMITH		7	37242	REKEY/VERNON STORAGE	99.96	
						37334	REKEY LOCKS/VERNON	216.85	
						37335	LOCK RPR/OPS	75.00	
38024	12/13/10	377,550.56 647	GFI GENFARE			37369	20% DELIVERED ITEMS	377,550.56	
38025	12/13/10	670.33 001323	GOVDELIVERY, INC.			37336	NOV 10 EMAIL SUBSCRIP	670.33	
38026	12/13/10	587.20 282	GRAINGER			37238	RPRS & MAINT/FAC	740.97	
38027	12/13/10	154.36 166	HOSE SHOP, THE			37337	CR CLEAN SUPPLY/FAC	-153.77	
						37239	REV VEH PARTS/FL	27.60	
						37240	REV VEH PARTS/FL	126.76	
38028	12/13/10	3,465.00 002914	IXP CORPORATION			37241	10/23-11/19 PROF SVC	3,465.00	
38029	12/13/10	168.45 036	KELLY-MOORE PAINT CO., INC.			37338	PAINT/DUBOIS	168.45	
38030	12/13/10	351.77 039	KINKO'S INC.			37339	ENG/SP FAREBOX BROCH	351.77	
38031	12/13/10	1,891.00 852	LAW OFFICES OF MARIE F. SANG		7	37244	WORK COMP/ADM	1,224.50	
						37245	WORK COMP/OPS	511.50	
						37246	WORK COMP/OPS	155.00	
38032	12/13/10	50.00 880	LEXISNEXIS			37243	NOV ACCESS CHARGES	50.00	
38033	12/13/10	129.70 001240	MEAN GREEN LBC			37265	CLEAN SUPPLY/FL	129.70	
38034	12/13/10	416.88 764	MERCURY METALS			37247	OUT RPR REV VEH/PT	416.88	
38035	12/13/10	1,681.18 001052	MID VALLEY SUPPLY			37256	CLEAN SUPPLY/FAC	195.55	
						37340	CLEAN SUPPLY/FAC	1,485.63	
38036	12/13/10	660.07 041	MISSION UNIFORM			37248	UNIF & LAUNDRY/FAC	62.78	
						37249	UNIF & LAUNDRY/FAC	61.12	
						37250	UNIF & LAUNDRY/FAC	25.11	
						37251	UNIF & LAUNDRY/FL	169.61	
						37252	UNIF & LAUNDRY/FL	69.85	
						37253	UNIF & LAUNDRY/FL	169.61	
						37254	UNIF & LAUNDRY/FL	69.85	
						37255	UNIF & LAUNDRY/PT	32.14	
38037	12/13/10	404.01 001757	MOUNTAIN SERVICE COMPANY		7	37341	SVCE CALL/METRO	404.01	
38038	12/13/10	3,450.80 001063	NEW FLYER INDUSTRIES LIMITED			37259	REV VEH PARTS/FL	2,148.92	
						37260	REV VEH PARTS/FL	16.60	
						37261	REV VEH PARTS/FL	211.68	
						37262	REV VEH PARTS/FL	109.71	
						37263	REV VEH PARTS/FL	963.89	
						37258	REV VEH PARTS/FL	28.78	
						37257	NOV MAINT	14,842.00	
38039	12/13/10	28.78 004	NORTH BAY FORD LINC-MERCURY			37264	OUT RPR EQUIP/FAC	4,870.66	
38040	12/13/10	19,712.66 001176	NORTHSTAR, INC.			37342	DMV/VTT FEES/OPS	49.00	
						37347	10/27-11/29 VERNON	4,998.41	
38041	12/13/10	49.00 E064	OROZCO, RICHARD			37348	10/27-11/29 1200 RVR	1,549.72	
38042	12/13/10	17,704.10 009	PACIFIC GAS & ELECTRIC			37349	10/27-11/29 1122 RVR	146.91	
						37350	10/28-11/29 GOLF	6,815.89	
						37351	10/28-11/29 1217 MB	154.98	

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38043	12/13/10	302.76	107A	PROBUILD		37352	10/28-11/29 1122 RVR	1,589.23	
						37353	8/28-9/27 1122 RVR	1,928.09	
						37354	10/28-11/29 115 DUB	9.55	
						37355	10/28-11/29 115 DUB	121.75	
						37356	10/28-11/29 115 DUB	15.65	
						37357	10/28-11/29 111 DUB	373.92	
						37266	RPRS & MAINT/FAC	34.31	
						37267	RPRS & MAINT/FAC	17.71	
						37268	RPRS & MAINT/FAC	76.84	
						37269	RPRS & MAINT/FAC	27.20	
						37270	RPRS & MAINT/FAC	29.19	
						37271	RPRS & MAINT/FAC	72.77	
						37345	RPRS & MAINT/FAC	15.93	
						37346	RPRS & MAINT/FAC	28.81	
						37272	RPRS & MAINT	341.03	
38044	12/13/10	341.03	883	RCR FABRICATION AND DESIGN		37273	TEMP/RR W/E 11/19	1,224.00	
38045	12/13/10	3,557.12	001098	ROBERT HALF MANAGEMENT RESOURCE		37274	TEMP/RR W/E 11/26	734.40	
						37275	TEMP/ADM W/E 11/19	999.20	
						37276	TEMP/ADM W/E 11/26	599.52	
38046	12/13/10	20,978.40	966	S. C. FUELS	0	37358	DIESEL 11/30/10	20,978.40	
38047	12/13/10	1,579.27	001379	SAFETY-KLEEN		37281	HAZ WASTE DISP	280.32	
						37282	HAZ WASTE DISP	1,298.95	
38048	12/13/10	433.83	135	SANTA CRUZ AUTO PARTS, INC.		37283	REV VEH PARTS/FL	33.74	
						37284	REV VEH PARTS/FL	31.09	
						37285	REV VEH PARTS/FL	82.07	
						37286	SMALL TOOLS/FL	25.17	
						37287	REV VEH PARTS/FL	93.02	
						37288	REV VEH PARTS/FL	34.38	
						37289	REV VEH PARTS/PT	55.91	
						37290	REV VEH PARTS/PT	78.45	
38049	12/13/10	59,409.24	002917	SANTA CRUZ METRO TRANSIT DIST		37279	11/1-11/30 WC FUND	59,409.24	
38050	12/13/10	304.98	079	SANTA CRUZ MUNICIPAL UTILITIES		37296	9/21-11/18 RES PARK	304.98	
38051	12/13/10	1,614.40	681	SCOTT'S BODY SHOP		37277	PAINT FAREBOX STANDS	1,614.40	
38052	12/13/10	22,975.33	002104	SELF-INSURANCE PLANS	7	37278	WORKERS COMP	22,975.33	
38053	12/13/10	3,600.00	001277	SUB GLOBALNET, INC.		37364	7/1-12/31 MAINT	3,600.00	
38054	12/13/10	30.00	002930	SOUTH COUNTY DOCS		37359	PROCESS SVC/RISK	30.00	
38055	12/13/10	1,704.36	001232	SPECIALIZED AUTO AND		37291	OUT RPR REV VEH/PT	774.50	
						37292	OUT RPR REV VEH/PT	491.61	
						37293	OUT RPR REV VEH/PT	438.25	
38056	12/13/10	429.31	002245	STAPLES ADVANTAGE		37294	OFFICE SUPPLY/FIN	8.96	
						37295	OFFICE SUPPLY/ADM	420.35	
38057	12/13/10	485.00	001930	STATE BAR OF CALIFORNIA		37280	2011 MEMBERSHIP	485.00	
38058	12/13/10	900.00	900	STATE OF CALIFORNIA-DEPT OF		37360	EPA MAINFEST FEE	900.00	
38059	12/13/10	150.00	001165	THANH N. VU MD	7	37297	EMPLOY EXAM/PT	75.00	
						37298	EMPLOY EXAM/OPS	75.00	
38060	12/13/10	4,104.27	001800	THERMO KING OF SALINAS, INC		37361	REV VEH PARTS/FL	2,638.50	
						37362	REV VEH PARTS/FL	954.48	
						37363	REV VEH PARTS/FL	511.29	
38061	12/13/10	150.29	007	UNITED PARCEL SERVICE		37299	FRT OUT/FLT	150.29	
38062	12/13/10	36.50	002829	VALLEY POWER SYSTEMS, INC.		37300	REV VEH PARTS/FL	28.73	

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38063	12/13/10	001353	1,536.92	VISION COMMUNICATIONS		37368	REV VEH PARTS/FL	7.77	
38064	12/13/10	002028	208.53	WESTCOAST LEGAL SERVICE	7	37301	REV VEH PARTS/FL	1,536.92	
38065	12/13/10	186	1,154.34	WILSON, GEORGE H., INC.		37302	PROF/TECH SVCS	125.05	
						37303	PROF/TECH SVCS	83.48	
						37304	HVAC/1200B RIVER	125.00	
						37305	HVAC/WTC	256.59	
						37365	HEATING UNIT/WTC	230.00	
						37366	PUMP RPR/OPS	542.75	
38066	12/20/10	020	556.58	ADT SECURITY SERVICES INC.		37370	1/11-12/11 RVR/REV	127.94	
						37371	JAN ALARMS	68.00	
						37372	JAN ALARMS	45.05	
						37373	JAN ALARMS	68.89	
						37374	JAN ALARMS	49.23	
						37375	JAN ALARMS	93.24	
						37376	JAN ALARMS	104.23	
38067	12/20/10	001016	365.00	ALLARD'S SEPTIC SERVICE		37467	HAZ WASTE DISP/WTC	365.00	
38068	12/20/10	001264	28,813.19	ANDREWS INTERNATIONAL INC	7	37519	11/1-11/28 SECURITY	28,813.19	
38069	12/20/10	001	7,199.25	AT&T		37468	TARIFF BACKBILL	6,783.99	
						37469	REPEATERS/OPS	310.35	
						37470	OPS PHONE	104.91	
38070	12/20/10	059	3,940.68	BATTERIES USA, INC.		37471	REV VEH PARTS/FL	3,940.68	
38071	12/20/10	664	3,458.50	BAY COUNTIES PITCOCK PETROLEUM		37377	FUEL/FLT	3,458.50	
38072	12/20/10	002034	410.00	CARLON'S FIRE EXTINGUISHER		37479	SVCE/VERNON	410.00	
38073	12/20/10	130	1,103.47	CITY OF WATSONVILLE UTILITIES		37472	11/1-12/1 WTC	43.66	
						37473	10/26-11/24 WTC	21.06	
						37474	10/26-11/24 WTC	34.67	
						37475	10/26-11/24 WTC	210.12	
						37476	CONTAINER/WTC	793.96	
38074	12/20/10	001113	312.50	CLARKE, SUSAN	7	37379	11/17-11/21 BUS AUD	125.00	
						37380	12/1-12/7 BUS AUDIT	187.50	
38075	12/20/10	001124	10,091.41	CLEAN ENERGY		37378	LNG 12/1/10	10,091.41	
38076	12/20/10	001004	22.40	COUNTY OF SANTA CRUZ		37480	HASTUS PROGRAMMING	22.40	
38077	12/20/10	504	7,184.15	CUMMINS WEST, INC.		37381	REV VEH PARTS/FL	4,648.73	
						37382	REV VEH PARTS/FL	2,535.42	
38078	12/20/10	085	2,057.41	DIXON & SON TIRE, INC.		37396	DEC TIRES & TUBES/PT	389.65	
						37397	DEC TIRES & TUBES/FL	89.38	
						37398	DEC TIRES & TUBES/FL	1,156.20	
						37399	DEC TIRES & TUBES/FL	192.07	
						37400	DEC TIRES & TUBES/FL	134.07	
						37401	DEC TIRES & TUBES/FL	96.04	
38079	12/20/10	001329	448.65	DOC AUTO LLC		37383	OUT RPR REV VEH/PT	39.95	
						37384	OUT RPR REV VEH/PT	89.95	
						37385	OUT RPR REV VEH/PT	93.50	
						37386	OUT RPR REV VEH/PT	65.45	
						37387	SMOG #9850	39.95	
						37388	SMOG/FLT #301	39.95	
						37477	SMOG FLT/# 316	39.95	
						37478	SMOG FLT/# 401	39.95	
38080	12/20/10	002388	571.00	DOGHERRA'S	7	37389	OUT RPR REV VEH/PT	55.00	
						37390	OUT RPR REV VEH/PT	61.00	

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38081	12/20/10	2,060.00	432	EXPRESS EMPLOYMENT PROS		37391	OUT RPR REV VEH/PT	77.00	
38082	12/20/10	270.05	001172	FERGUSON ENTERPRISES INC.		37392	OUT RPR REV VEH/PT	86.00	
38083	12/20/10	105.00	002295	FIRST ALARM		37393	OUT RPR REV VEH/PT	106.00	
38084	12/20/10	6,599.88	001158	FRICKE PARKS PRESS INC		37394	OUT RPR REV VEH/PT	86.00	
38085	12/20/10	334.86	001097	GREENWASTE RECOVERY, INC.		37395	CONTAINER MOVE	100.00	
						37402	TEMP/FAC W/E 12/5	900.00	
						37403	TEMP/FAC W/E 12/5	1,160.00	
						37404	RPRS & MAINT/FAC	260.21	
						37481	RPRS & MAINT/FAC	9.84	
						37405	NOV 10 DISPATCH/PT	105.00	
						37406	WINTER 2010 HEADWAYS	6,599.88	
						37407	NOV GARB/MT. HERMON	88.90	
						37408	NOV GARB/GRN VALLEY	18.02	
						37409	NOV GARB/SVTC	227.94	
						37482	1/1-1/31 RENT/ADM	72.27	
						37410	REV VEH PARTS/FL	240.99	
						37483	11/18-12/17/PT	459.46	
						37411	10/22-10/21 MAINT/MC	1,339.56	
						37412	115 DUBOIS RENT	3,271.61	
						37413	CUSTODIAL SERVICES	2,905.16	
						37414	PUMP REPAIR/OPS	221.92	
						37415	WINTER HEADWAYS	745.67	
						37416	WORK COM FEE/FLT	155.00	
						37417	WORK COMP FEE/OPS	155.00	
						37418	WORK COMP FEE/FLT	496.00	
						37419	WORK COMP FEE/OPS	201.50	
						37421	CAPITOLA MALL RENT	1,685.95	
						37420	NOV OUT RPR/PT	539.86	
						37484	UNIF & LAUNDRY/FAC	64.58	
						37485	UNIF & LAUNDRY/FAC	62.92	
						37486	UNIF & LAUNDRY/PT	32.82	
						37487	UNIF & LAUNDRY/FL	169.61	
						37488	UNIF & LAUNDRY/FL	69.85	
						37489	UNIF & LAUNDRY/FL	169.61	
						37490	UNIF & LAUNDRY/FL	69.85	
						37491	REV VEH PARTS/FL	1,353.43	
						37423	REV VEH PARTS/FL	5,025.29	
						37424	REV VEH PARTS/FL	48.79	
						37425	REV VEH PARTS/FL	116.12	
						37426	REV VEH PARTS/FL	116.12	
						37427	REV VEH PARTS/FL	236.61	
						37493	REV VEH PARTS/FL	30.13	
						37422	11/4-12/3/PT	3,195.00	
						37492	10/26-11/25/OPS	1,493.53	
						37428	11/2-12/1 PACIFIC	2,153.28	
						37494	11/6-12/7 SVTC	14.76	
						37495	10/26-12/7 SVTC	2,137.21	
						37429	NOV PEST CTRL	70.00	
						37430	NOV PEST CTRL	48.50	
						37431	NOV PEST CTRL	48.50	

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38103	12/20/10		147.83	PITNEY BOWES INC.		37432	NOV PEST CTRL	53.00	
38104	12/20/10		2,632.00	PREFERRED PLUMBING, INC.		37440	1/1-3/31/11 RNTH/MC	147.83	
38105	12/20/10		181.93	PROBUILD		37433	SVCE/TAQUERIA WTC	972.00	
						37496	SVCE/1200 RIVER	1,660.00	
						37434	RPRS & MAINT/FAC	57.07	
						37435	RPRS & MAINT/FAC	3.93	
						37436	RPRS & MAINT/FAC	26.87	
						37437	RPRS & MAINT/FAC	21.41	
						37438	SAFETY SUPPLY/FL	10.31	
						37439	PARTS & SUPPLY/FL	62.34	
38106	12/20/10		2,884.20	REDDIG COMMUNICATIONS	7	37497	TVM/WTC	173.38	
						37498	TVM/METRO CTR	393.33	
						37499	MOVE JACKS/MMF	272.42	
						37500	DATA JACKS/MMF	982.63	
						37501	DATA RACK/METRO CTR	1,062.44	
						37441	TEMP/RR W/E 12/3	1,185.75	
						37442	TEMP/ADM W/E 12/3	999.20	
38107	12/20/10		2,184.95	ROBERT HALF MANAGEMENT RESOURCE		37440	DIESEL 12/7/10	21,328.67	
38108	12/20/10		21,328.67	S. C. FUELS	0	37510	REV VEH PARTS/FL	319.41	
38109	12/20/10		319.41	SALINAS VALLEY FORD SALES		37450	REV VEH PARTS/PT	26.25	
38110	12/20/10		128.40	SANTA CRUZ AUTO PARTS, INC.		37511	REV VEH PARTS/PT	32.85	
						37512	REV VEH PARTS/FL	67.68	
						37513	REV VEH PARTS/FL	1.62	
						37514	REV VEH PARTS/FL	187.74	
38111	12/20/10		375.48	SANTA CRUZ SENTINEL	0	37502	ADS/FIN	187.74	
						37503	ADS/FIN	187.74	
38112	12/20/10		8,471.76	SANTA CRUZ TRANSPORTATION, LLC	7	37448	NOV 10 PT SVCS	8,471.76	
38113	12/20/10		375.66	SCMTD PETTY CASH - FINANCE		37447	PETTY CASH/FIN	375.66	
38114	12/20/10		2,500.00	SHAW / YODER / ANTIWIH, INC.		37504	DEC 10 LEG SVCS	2,500.00	
38115	12/20/10		121.06	SNAP-ON INDUSTRIAL		37443	EMP TOOLS/FL	121.06	
38116	12/20/10		12,461.74	SOQUEL III ASSOCIATES	7	37444	RESEARCH PARK RENT	12,461.74	
38117	12/20/10		2,030.21	SPECIALIZED AUTO AND		37505	OUT RPR REV VEH/PT	254.34	
						37506	OUT RPR REV VEH/PT	152.60	
						37507	OUT RPR REV VEH/PT	136.36	
						37508	OUT RPR REV VEH/PT	863.46	
						37509	OUT RPR REV VEH/PT	623.45	
38118	12/20/10		70.19	SPORTWORKS NORTHWEST, INC.		37449	REV VEH PARTS/FL	70.19	
38119	12/20/10		354.56	STAPLES ADVANTAGE		37445	OFFICE SUPPLY/OPS	323.41	
						37446	OFFICE SUPPLY/REV RM	31.15	
38120	12/20/10		49.00	TAYLOR, JAMES		37451	DMV/VTT FEES/OPS	49.00	
38121	12/20/10		38.09	UNITED PARCEL SERVICE		37452	FRT OUT/FLT	38.09	
38122	12/20/10		2,455.29	VALLEY POWER SYSTEMS, INC.		37454	REV VEH PARTS/FL	253.72	
						37455	REV VEH PARTS/FL	204.79	
						37456	CR REV VEH PARTS/FL	-198.74	
						37457	REV VEH PARTS/FL	183.68	
						37458	REV VEH PARTS/FL	445.01	
						37459	CR REV VEH PARTS/FL	-198.76	
						37460	REV VEH PARTS/FL	163.64	
						37461	REV VEH PARTS/FL	799.31	
						37462	REV VEH PARTS/FL	836.10	
						37463	CR REV VEH PARTS/FL	-836.10	

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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DATE: 12/01/10 THRU 12/31/10

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
38123	12/20/10	1,421.56 221	VEHICLE MAINTENANCE PROGRAM			37464	REV VEH PARTS/FL	802.64	
38124	12/20/10	2,736.12 001353	VISION COMMUNICATIONS			37515	REV VEH PARTS/FL	1,421.56	
						37453	REV VEH PARTS/FL	1,543.97	
						37516	WTC/ANTENNA SVCE	930.27	
						37517	INSTALL FLTR KT/9815	261.88	
38125	12/20/10	8,207.60 001083	WATSONVILLE TRANSPORTATION, INC			37465	NOV 10 PT SVCS	8,207.60	
38126	12/20/10	1,009.24 001223	WATSONVILLE CADILLAC, BUICK,			37518	REV VEH PARTS/PT	1,009.24	
38127	12/20/10	19.62 147	ZEE MEDICAL SERVICE CO.			37466	SAFETY SUPPLY/FAC	19.62	
38128	12/22/10	1,314.00 876	ATHISON/BARISONE, CONDOTTI & 7			37556	425 PROP ACQ 11/30	1,314.00	
38129	12/22/10	8,250.00 001348	ATHENS INSURANCE SERVICE, INC.			37555	JAN 11 WORK COMP FEE	8,250.00	
38130	12/22/10	540,768.95 502	CA PUBLIC EMPLOYEES'			37557	JAN 11 MEDICAL	540,768.95	
38131	12/22/10	118.49 002898	CEB			37522	CA WORKERS DMG 2D UP	118.49	
38132	12/22/10	25.00 001911	CITY OF SANTA CRUZ			37520	ALARM REG/VERNON	25.00	
38133	12/22/10	8,685.93 001124	CLEAN ENERGY			37521	LNG 7/11/10	8,685.93	
38134	12/22/10	184.00 367	COMMUNITY TELEVISION OF			37573	11/19 BOD MTG	184.00	
38135	12/22/10	13.17 002063	COSTCO			37558	12/17 BOD MTG	13.17	
38136	12/22/10	645.00 002931	CalACT			37572	2011 MEMBER DUES	645.00	
38137	12/22/10	3,295.92 085	DIXON & SON TIRE, INC.			37560	DEC TIRES & TUBES/FL	96.85	
						37561	DEC TIRES & TUBES/FL	1,524.69	
						37562	DEC TIRES & TUBES/FL	987.43	
						37563	DEC TIRES & TUBES/FL	398.42	
						37569	DEC TIRES & TUBES/PT	288.53	
38138	12/22/10	943.21 001329	DOC AUTO LLC		7	37547	OUT RPR REV VEH/PT	102.85	
						37548	OUT RPR REV VEH/PT	840.36	
38139	12/22/10	225.00 002388	DOGHERRA'S			37544	OUT RPR REV VEH/PT	170.00	
						37549	OUT RPR REV VEH/PT	55.00	
38140	12/22/10	272.66 861	EMPLOYER RESOURCE INSTITUTE			37524	EMPLOY LAW FOR CA	272.66	
38141	12/22/10	39.12 959	FIRST ADVANTAGE CORPORATION			37559	EMPLOY EXAM/HR	39.12	
38142	12/22/10	120.00 002295	FIRST ALARM			37570	OCT 10 DISPATCH/PT	120.00	
38143	12/22/10	1,157,062.24 647	GFI GENFARE			37575	40% INSTALL	925,649.79	
						37576	10% TRAIN	231,412.45	
38144	12/22/10	216.81 001097	GREENWASTE RECOVERY, INC.			37525	NOV RES PARK	216.81	
38145	12/22/10	43.06 510A	HASLER, INC.			37526	1/1-1/31 RENT/PT	43.06	
38146	12/22/10	161.82 215	IKON OFFICE SOLUTIONS			37527	7/1-9/30 DS MAINT/AD	161.82	
38147	12/22/10	1,610.00 878	KELLY SERVICES, INC.			37528	TEMP/PT W/E 6/13	714.00	
						37529	TEMP/PT W/E 7/4	896.00	
38148	12/22/10	926.57 001233	KIMBALL MIDWEST			37564	REV VEH PARTS/FL	926.57	
38149	12/22/10	1,434.38 002926	MIL-RAM TECHNOLOGY, INC.			37530	CNG DETECTION/RPR	1,434.38	
38150	12/22/10	3,735.75 001063	NEW FLYER INDUSTRIES LIMITED			37531	REV VEH PARTS/FL	3,538.63	
						37532	REV VEH PARTS/FL	103.96	
38151	12/22/10	1,740.00 E645	OLANDER, JOY			37533	REV VEH PARTS/FL	93.16	
						37534	ED EXPENSE	90.00	
						37535	ED EXPENSE	1,650.00	
38152	12/22/10	1,148.11 009	PACIFIC GAS & ELECTRIC			37571	11/10-12/10 RES PARK	1,148.11	
38153	12/22/10	581.00 043	PALACE ART & OFFICE SUPPLY			37550	OFFICE SUPPLY/PT	581.00	
38154	12/22/10	18.70 107A	PROBUILD			37565	REV VEH PARTS/FL	7.87	
						37566	RPRS & MAINT/FAC	10.83	
38155	12/22/10	2,123.75 001098	ROBERT HALF MANAGEMENT RESOURCE			37551	TEMP/RR W/E 12/10	1,124.55	
						37552	TEMP/ADM W/E 12/10	999.20	
38156	12/22/10	702.88 002910	SAGE SOFTWARE, INC.			37574	1/11-1/12 MAINT	702.88	

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38157	12/22/10	865.39 002713		SANTA CRUZ AUTO TECH, INC.		37537	OUT RPR #202	865.39	
38158	12/22/10	555.01 135		SANTA CRUZ AUTO PARTS, INC.		37544	REV VEH PARTS/PT	17.61	
						37545	REV VEH PARTS/PT	20.26	
						37546	REV VEH PARTS/PT	402.76	
						37567	REV VEH PARTS/PT	94.12	
						37568	REV VEH PARTS/PT	20.26	
38159	12/22/10	125.00 001945		SANTA CRUZ COUNTY BAR ASSN		37543	2011 MEMBER DUES	125.00	
38160	12/22/10	110.26 149		SANTA CRUZ SENTINEL	0	37553	AD/ADM	110.26	
38161	12/22/10	12,765.00 001360		SPECTRUM HUMAN RESOURCE		37538	QQST INTRFCE/CONVR	12,765.00	
38162	12/22/10	441.00 080		STATE BOARD OF EQUALIZATION		37539	NOV USE TAX PREPAY	441.00	
38163	12/22/10	344.75 001040		TERRYBERRY CO., LLC		37540	EMPLOY INCENTIVE	111.51	
						37554	EMPLOY INCENTIVE	233.24	
38164	12/22/10	96.05 007		UNITED PARCEL SERVICE		37541	FRT OUT/FLT	96.05	
38165	12/22/10	307.79 436		WEST PAYMENT CENTER		37542	NOV INFO CHARGES	307.79	
38166	12/27/10	10.00 784		FRANCHISE TAX BOARD		37578	SCCIC-2009 CA EXEMPT	10.00	
38167	12/27/10	3,414.67 002934		ON TIME CONSULTING SVCS, INC.		37577	CONSULTING SVCS	3,414.67	
38168	12/29/10	84.95 001		AT&T		37607	REPEATER/OPS	84.95	
38169	12/29/10	67.55 M033		BAILEY, NEIL	0	37579	JAN 11 RET SUPP	67.55	
38170	12/29/10	50.00 B028		BRYANT, HILARY	7	37606	12/19 BOD MTG	50.00	
38171	12/29/10	50.00 B018		BUSTICHI, DENE	7	37600	12/19 BOD MTG	50.00	
38172	12/29/10	67.55 M022		CAPELLA, KATHLEEN	0	37592	JAN 11 RET SUPP	67.55	
38173	12/29/10	90.00 002034		CARLON'S FIRE EXTINGUISHER		37655	EXT. SVCE/RES PARK	90.00	
38174	12/29/10	215.85 001159		CATTO'S GRAPHICS, INC.		37656	RT 88 REPRINTS	215.85	
38175	12/29/10	10,654.14 001124		CLEAN ENERGY		37610	LNG 12/12/10	10,654.14	
38176	12/29/10	168.14 001266		COMCAST		37611	12/8-1/7 1217 MB	168.14	
38177	12/29/10	166.49 002063		COSTCO		37609	STORAGE RACK/MB	166.49	
38178	12/29/10	72.00 T209		CRISSMAN, ROGER		37608	REFUND COUPONS	72.00	
38179	12/29/10	33.78 M039		DAVILA, ANA MARIA		37580	JAN 11 RET SUPP	33.78	
38180	12/29/10	225.00 001322		DEPARTMENT OF INDUSTRIAL	0	37612	ELEVATOR PERM/PACIFI	225.00	
38181	12/29/10	95.50 085		DIXON & SON TIRE, INC.		37613	DEC TIRES & TUBES/FL	19.10	
						37614	DEC TIRES & TUBES/FL	19.10	
						37615	DEC TIRES & TUBES/FL	38.20	
						37616	DEC TIRES & TUBES/FL	19.10	
38182	12/29/10	557.57 001329		DOC AUTO LLC		37617	OUT RPR REV VEH/PT	39.95	
38183	12/29/10	350.00 002937		ERGOVERA	7	37618	OUT RPR REV VEH/PT	517.62	
38184	12/29/10	2,336.88 432		EXPRESS EMPLOYMENT PROS		37619	PROF SVCS/HR	350.00	
						37650	TEMP/FAC W/E 12/12	900.00	
						37651	TEMP/FLT W/E 12/12	508.88	
						37652	TEMP/FAC W/E 12/12	928.00	
38185	12/29/10	33.78 M040		GARBEZ, LINDA	0	37581	JAN 11 RET SUPP	33.78	
38186	12/29/10	33.78 M100		GARCIA, HELEN	0	37582	JAN 11 RET SUPP	33.78	
38187	12/29/10	143.65 001189		GARY KENVILLE LOCKSMITH	7	37620	SVC-LOCK/HANDLE SVTC	143.65	
38188	12/29/10	67.55 M041		GOUVEIA, ROBERT	0	37583	JAN 11 RET SUPP	67.55	
38189	12/29/10	50.00 B021		HAGEN, DONALD N.	7	37601	12/19 BOD MTG	50.00	
38190	12/29/10	87.87 M081		HALL, JAMES	0	37584	JAN 11 RET SUPP	87.87	
38191	12/29/10	150.00 001035		HARRIS & ASSOCIATES		37622	PROF SVCS THRU 11/30	150.00	
38192	12/29/10	72.00 T210		HARTWIG, JEAN		37621	REFUND COUPONS	72.00	
38193	12/29/10	50.00 B006		HINKLE, MICHELLE	7	37602	12/19 BOD MTG	50.00	
38194	12/29/10	229.03 M061		KAMEDA, TERRY	0	37593	JAN 11 RET SUPP	229.03	
38195	12/29/10	50.00 B026		LEOPOLD, JOHN	7	37603	12/19 BOD MTG	50.00	

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38196	12/29/10	783.74 001145	783.74	MANAGED HEALTH NETWORK		37623	JAN 11 EAP	783.74	
38197	12/29/10	154.26 001711	154.26	MOHAWK MFG. & SUPPLY CO.		37624	REV VEH PARTS/FL	154.26	
38198	12/29/10	4,421.11 001063	4,421.11	NEW FLYER INDUSTRIES LIMITED		37625	REV VEH PARTS/FL	4,379.22	
						37626	REV VEH PARTS/FL	41.89	
38199	12/29/10	33.78 M050	33.78	O'MARA, KATHLEEN	0	37585	JAN 11 RET SUPP	33.78	
38200	12/29/10	180.00 364	180.00	OVERHEAD DOOR CO. OF SALINAS	0	37627	SVCE/VERNON WAREHSE	180.00	
38201	12/29/10	252.22 M057	252.22	PARHAM, WALLACE	0	37594	JAN 11 RET SUPP	252.22	
38202	12/29/10	33.78 M109	33.78	PEREZ, CHERYL	0	37586	JAN 11 RET SUPP	33.78	
38203	12/29/10	177.45 M064	177.45	PETERS, TERRIE	0	37595	JAN 11 RET SUPP	177.45	
38204	12/29/10	33.78 M070	33.78	PICARELLA, FRANCIS	0	37596	JAN 11 RET SUPP	33.78	
38205	12/29/10	50.00 B024	50.00	PIRIE, ELLEN	7	37604	12/19 BOD MTG	50.00	
38206	12/29/10	252.22 M058	252.22	POTEETE, BEVERLY	0	37597	JAN 11 RET SUPP	252.22	
38207	12/29/10	52.63 107A	52.63	PROBUILD		37653	RPRS & MAINT/FAC	6.33	
						37654	RPRS & MAINT/FAC	46.30	
38208	12/29/10	50.00 B022	50.00	ROBINSON, LYNN MARIE	7	37605	12/19 BOD MTG	50.00	
38209	12/29/10	67.55 M085	67.55	ROSSI, DENISE	0	37587	JAN 11 RET SUPP	67.55	
38210	12/29/10	33.78 M030	33.78	ROWE, RUBY		37588	JAN 11 RET SUPP	33.78	
38211	12/29/10	8,372.64 079	8,372.64	SANTA CRUZ MUNICIPAL UTILITIES		37628	11/13-12/13 1217 MB	120.09	
						37629	11/13-12/13 GOLF	45.59	
						37630	11/13-12/13 GOLF	1,188.03	
						37631	BUS STOP BINS	558.40	
						37632	11/13-12/13 VERNON	438.71	
						37633	11/13-12/13 1200A RV	2,616.58	
						37634	11/13-12/13 PACIFIC	2,585.33	
						37635	11/13-12/13 PACIFIC	80.00	
						37636	11/13-12/13 111 DUB	16.16	
						37637	11/13-12/13 1200B RV	603.45	
						37638	11/13-12/13 111 DUB	74.71	
						37639	11/13-12/13 VERNON	45.59	
38212	12/29/10	160.87 M010	160.87	SHORT, SLOAN	0	37598	JAN 11 RET SUPP	160.87	
38213	12/29/10	67.55 M054	67.55	SLOAN, FRANCIS	0	37589	JAN 11 RET SUPP	67.55	
38214	12/29/10	225.00 001165	225.00	THANH N. VU MD	7	37640	PHYS EXAM/FL	75.00	
						37641	PHYS EXAM/FL	75.00	
						37642	PHYS EXAM/FL	75.00	
38215	12/29/10	33.78 M086	33.78	TOLINE, DONALD	0	37590	JAN 11 RET SUPP	33.78	
38216	12/29/10	117,691.00 002936	117,691.00	UNIV. OF CALIF. SANTA CRUZ	0	37643	PT VANS/PASS THRU	117,691.00	
38217	12/29/10	90.02 434	90.02	VERIZON WIRELESS	0	37644	PC CARDS/ADM	90.02	
38218	12/29/10	229.03 M076	229.03	VONWAL, YVETTE	0	37599	JAN 11 RET SUPP	229.03	
38219	12/29/10	300.00 002935	300.00	WILLIAM F. REEVES, ARBITRATOR	7	37645	CANCELLATION FEE	300.00	
38220	12/29/10	1,794.19 186	1,794.19	WILSON, GEORGE H., INC.		37646	HVAC/PACIFIC	214.19	
						37647	HVAC/138 GOLF CLUB	435.00	
						37648	HVAC/VERNON	1,015.00	
						37649	HVAC/SVTC	130.00	
38221	12/29/10	33.78 M088	33.78	YAGI, RANDY	0	37591	JAN 11 RET SUPP	33.78	
TOTAL			3,542,519.61	ACCOUNTS PAYABLE			TOTAL CHECKS	3,542,519.61	

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: February 25, 2011
TO: Board of Directors
FROM: Angela Aitken, Finance Manager and Acting Assistant General Manager
SUBJECT: MONTHLY BUDGET STATUS REPORTS FOR DECEMBER 2010 AND APPROVAL OF BUDGET TRANSFERS

I. RECOMMENDED ACTION

That the Board of Directors accept and file the monthly budget status reports for December 2010 and approve the budget transfers for December 2010.

II. SUMMARY OF ISSUES

- **Operating Revenues** for the month of December 2010 were \$236K or 7 % over the amount of revenue expected for December 2010.
- **Consolidated Operating Expenses** for the month of December 2010 were \$110K or 3 % under budget for the month of December 2010.
- **Capital Budget** spending year to date through December 2010 was \$5,074K or 38 % of the Capital budget.

III. DISCUSSION

An analysis of Santa Cruz METRO's budget status is prepared monthly in order to apprise the Board of Directors of Santa Cruz METRO's actual revenues, expenses and capital in relation to the adopted operating and capital budgets for the fiscal year. The attached monthly revenue, expense and capital reports represent the status of Santa Cruz METRO's FY11 operating and capital budgets versus actual expenditures for the month.

The fiscal year has elapsed **50%**.

A. Operating Revenue

For the month of December 2010 Operating Revenues were \$236K or 7 % over the amount of revenue expected for December 2010. Revenue variances are explained in the notes at the end of the revenue report.

B. Operating Expense by Department

Total Operating Expenses by Department for the month of December 2010 were \$110K or 3 % under budget; 2 % over where we were in FY10. The majority of the variance is due to lower than anticipated Mobile and Other Materials and Supplies.

C. Consolidated Operating Expenses

Consolidated Operating Expenses for the month of December 2010 were \$110K or 3 % under budget. Repair – Bldg & Impr, Repair – Rev Vehicle, and Fuels & Lube Rev Vehicle all contributed to the variance. Further explanation of these accounts is contained in the notes following the report.

D. Capital Budget

Capital Budget spending year to date through December 2010 was \$5,074K or 38 % of the Capital budget. Of this, \$458K or 23 % has been spent on the MetroBase Maintenance Facility project, \$2,009K or 85 % has been spent on the Smartcard Farebox System project, \$ 2,093K or 101% has been spent on the Purchase of 425 Front Street, and \$253K or 22% has been spent on the Transit Mgmt. Info. Technology project.

IV. FINANCIAL CONSIDERATIONS

Due to the severe economic downturn and the resulting significant decline in revenue, staff is implementing cost - cutting strategies and diligently looking at different scenarios and options in order to close the projected budget gap.

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

- Attachment A:** FY11 Operating Revenue for the month ending – 12/31/10
- Attachment B:** FY11 Operating Expenses by Department for the month ending – 12/31/10
- Attachment C:** FY11 Consolidated Operating Expenses for the month ending – 12/31/10
- Attachment D:** FY11 Capital Budget Reports for the month ending – 12/31/10
- Attachment E:** FY11 Budget Transfers for the month ending – 12/31/10

Prepared by: Kristina Mihaylova, Financial Analyst

Date Prepared: February 17 , 2011



SANTA CRUZ METRO t Period

FY11

Operating Revenue
For the month ending - December 31, 2010

Revenue Source	Year to Date				YTD Year Over Year Comparison							
	Actual	Budget	\$ Var	% Var	Actual	FY11	FY10	\$ Var	% Var			
Passenger Fares	\$ 276,613	\$ 218,931	\$ 57,681	26%	\$ 1,770,122	\$ 1,532,518	\$ 237,605	16%	\$ 1,770,122	\$ 1,600,932	\$ 169,190	11%
Paratransit Fares	\$ 17,868	\$ 18,600	\$ (732)	-4%	\$ 119,154	\$ 123,859	\$ (4,705)	-4%	\$ 119,154	\$ 120,310	\$ (1,156)	-1%
Special Transit Fares	\$ 145,667	\$ 155,805	\$ (10,138)	-7%	\$ 1,406,849	\$ 1,312,820	\$ 94,029	7%	\$ 1,406,849	\$ 1,409,356	\$ (2,507)	0%
Highway 17 Fares	\$ 81,072	\$ 83,177	\$ (2,104)	-3%	\$ 483,041	\$ 593,456	\$ (110,415)	-19%	\$ 483,041	\$ 528,182	\$ (45,141)	-9%
Highway 17 Payments	\$ 34,204	\$ 45,715	\$ (11,511)	-25%	\$ 239,169	\$ 223,064	\$ 16,106	7%	\$ 239,169	\$ 219,093	\$ 20,076	9%
Subtotal Passenger Revenue	\$ 555,424	\$ 522,228	\$ 33,196	6%	\$ 4,018,336	\$ 3,785,717	\$ 232,619	6%	\$ 4,018,336	\$ 3,877,873	\$ 140,463	4%
Commissions	\$ -	\$ 458	\$ (458)	-100%	\$ 2,365	\$ 2,750	\$ (385)	-14%	\$ 2,365	\$ 2,755	\$ (390)	-14%
Advertising Income	\$ 17,708	\$ 17,917	\$ (209)	-1%	\$ 122,849	\$ 107,500	\$ 15,349	14%	\$ 122,849	\$ 151,875	\$ (29,026)	-19%
Rent Income - SC Pacific Station	\$ 6,981	\$ 7,648	\$ (667)	-9%	\$ 42,410	\$ 45,887	\$ (3,477)	-8%	\$ 42,410	\$ 46,043	\$ (3,633)	-8%
Rent Income - Watsonville TC	\$ 3,693	\$ 2,867	\$ 826	29%	\$ 19,892	\$ 17,199	\$ 2,692	16%	\$ 19,892	\$ 17,278	\$ 2,614	15%
Rent Income - General	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Interest Income	\$ 9,790	\$ 4,813	\$ 4,977	103%	\$ 75,288	\$ 28,875	\$ 46,413	161%	\$ 75,288	\$ 106,257	\$ (30,969)	-29%
Other Non-Transp Revenue	\$ 2,715	\$ 667	\$ 2,048	307%	\$ 6,849	\$ 4,000	\$ 2,849	71%	\$ 6,849	\$ 4,245	\$ 2,604	61%
Sales Tax Revenue	\$ 1,571,686	\$ 1,386,531	\$ 185,155	13%	\$ 7,759,630	\$ 7,186,585	\$ 573,045	8%	\$ 7,759,630	\$ 7,283,183	\$ 476,446	7%
Transp Dev Act (TDA) - Op Asst	\$ 1,252,706	\$ 1,243,620	\$ 9,087	1%	\$ 2,496,326	\$ 2,487,239	\$ 9,087	0%	\$ 2,496,326	\$ 2,611,683	\$ (115,358)	-4%
Subtotal Other Revenue	\$ 2,865,278	\$ 2,664,519	\$ 200,759	8%	\$ 10,525,608	\$ 9,880,035	\$ 645,572	7%	\$ 10,525,608	\$ 10,223,320	\$ 302,288	3%
FTA Sec 5307 - Op Asst	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
FTA Sec 5309 - ARRA Oprtg	\$ -	\$ -	\$ -	0%	\$ 270,000	\$ 270,000	\$ -	0%	\$ 270,000	\$ 3,645,442	\$ (3,645,442)	-100%
STA - Op Assistance	\$ -	\$ 2,917	\$ (2,917)	-100%	\$ 2,801,550	\$ 2,802,917	\$ (1,367)	0%	\$ 2,801,550	\$ -	\$ 2,801,550	100%
FTA Sec 5311 - Rural Op Asst	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Sec 5303 - AMBAG Funding	\$ 4,856	\$ -	\$ 4,856	100%	\$ 4,856	\$ 14,583	\$ (9,727)	-67%	\$ 4,856	\$ 1,868	\$ 2,988	160%
FTA Sec 5317 - Op Assistance	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Subtotal Grant Revenue	\$ 4,856	\$ 2,917	\$ 1,939	66%	\$ 3,076,406	\$ 3,087,500	\$ (11,094)	0%	\$ 3,076,406	\$ 3,647,310	\$ (570,904)	-16%
Subtotal Operating Revenue	\$ 3,425,558	\$ 3,189,664	\$ 235,894	7%	\$ 17,620,350	\$ 16,753,253	\$ 867,097	5%	\$ 17,620,350	\$ 17,748,503	\$ (128,153)	-1%
Total Operating Expenses	\$ 3,048,381				\$ 17,702,646				\$ 17,702,646	\$ 17,319,328	\$ 429,175	
Variance	\$ 377,177				\$ (82,296)				\$ (82,296)	\$ 429,175		
One-Time Revenue												
Transfer (to)/from Capital Reserves	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Transfer (to)/from Cash Flow Res	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Transfer (to)/from W/C Reserve	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Transfer (to)/from Liab Ins Res	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Carryover from Previous Year	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Subtotal One-Time Revenue	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Total Revenue	\$ 3,425,558	\$ 3,189,664	\$ 235,894	7%	\$ 17,620,350	\$ 16,753,253	\$ 867,097	5%	\$ 17,620,350	\$ 17,748,503	\$ (128,153)	-1%
Total Operating Expenses	\$ 3,048,381				\$ 17,702,646				\$ 17,702,646	\$ 17,319,328	\$ 429,175	
Variance	\$ 377,177				\$ (82,296)				\$ (82,296)	\$ 429,175		

Attachment A



FY11
Operating Revenue
For the month ending - December 31, 2010

Revenue Source	Actual			Budget			Year to Date			YTD Year Over Year Comparison		
	Actual	Budget	% Var	Actual	Budget	% Var	FY11	FY10	\$ Var	% Var	\$ Var	% Var

Current Period Notes:

- 1) **Passenger Revenue** is over budget due to an increase in ridership.
- 2) **Interest Income** is over budget due to revenue budgeted using County Treasury estimates, while a higher interest rate was actually paid.
- 3) **Sales Tax Revenue** is over budget for the month due to higher than anticipated receipts in December 2010.
- 4) **Transp Dev Act (TDA) - Op Assist** is over budget due to amendment to the FY11 Budget and Work Program by RTC, which resulted in an additional \$ 27K in FY11 TDA revenue to Santa Cruz METRO (quarterly allocation will increase by \$9K to pay the additional allocation over the remaining fiscal year).
- 5) **AMBAG funding** is received through the Rotational Interns.

Attachment B

FY11 Operating Expenses by Department For the month ending - December 31, 2010



Departmental Personnel Expenses	Current Period			Year to Date			YTD Year Over Year Comparison					
	Budget	\$ Var	% Var	Notes	Actual	Budget	\$ Var	% Var	Actual	FY10	\$ Var	% Var
700 - SCCIC	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
1100 - Administration	\$ 52,311	\$ (1,490)	-3%		\$ 266,195	\$ 269,658	\$ (3,463)	-1%	\$ 266,195	\$ 390,596	\$ (124,401)	-32%
1200 - Finance	\$ 101,110	\$ 107	0%		\$ 639,411	\$ 674,619	\$ (35,208)	-5%	\$ 639,411	\$ 512,749	\$ 126,663	25%
1300 - Customer Service	\$ 42,198	\$ 41,863	3%		\$ 243,138	\$ 251,183	\$ (8,044)	-3%	\$ 243,138	\$ 198,361	\$ 44,777	23%
1400 - Human Resources	\$ 47,120	\$ 44,239	2%		\$ 271,589	\$ 265,432	\$ 6,157	2%	\$ 271,589	\$ 258,247	\$ 13,342	5%
1500 - Information Technology	\$ 45,872	\$ 44,258	4%		\$ 267,477	\$ 265,548	\$ 1,928	1%	\$ 267,477	\$ 259,457	\$ 8,020	3%
1700 - District Counsel	\$ 41,819	\$ 40,677	3%		\$ 236,974	\$ 244,064	\$ (7,089)	-3%	\$ 236,974	\$ 251,457	\$ (14,483)	-6%
1800 - Risk Management	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
2200 - Facilities Maintenance	\$ 75,882	\$ 75,498	1%		\$ 448,957	\$ 469,485	\$ (20,528)	-4%	\$ 448,957	\$ 476,628	\$ (27,671)	-6%
3100 - Paratransit Program	\$ 301,939	\$ 302,053	(114)	0%	\$ 1,701,416	\$ 1,809,812	\$ (108,396)	-6%	\$ 1,701,416	\$ 1,566,991	\$ 134,425	9%
3200 - Operations	\$ 168,413	\$ 169,421	(1,008)	-1%	\$ 988,686	\$ 1,023,958	\$ (35,272)	-3%	\$ 988,686	\$ 1,041,781	\$ (53,095)	-5%
3300 - Bus Operators	\$ 1,143,817	\$ 1,155,023	(11,206)	-1%	\$ 6,656,313	\$ 6,814,082	\$ (157,769)	-2%	\$ 6,656,313	\$ 6,577,460	\$ 78,853	1%
4100 - Fleet Maintenance	\$ 282,046	\$ 273,623	8,423	3%	\$ 1,642,506	\$ 1,661,309	\$ (18,803)	-1%	\$ 1,642,506	\$ 1,794,996	\$ (152,490)	-8%
9001 - Cobra Benefits	\$ (987)	\$ -	(987)	100%	\$ (936)	\$ -	\$ (936)	100%	\$ (936)	\$ 2,407	\$ (3,343)	-139%
9005 - Retired Employee Benefits	\$ 156,255	\$ 158,250	(1,995)	-1%	\$ 938,470	\$ 943,800	\$ (5,330)	-1%	\$ 938,470	\$ 733,041	\$ 205,429	28%
9014 - Operating Grants	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
110020 - Operating Grants	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
100 - New Flyer Parts Credit	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Subtotal Personnel Expenses	\$ 2,457,795	\$ 2,459,708	(1,912)	0%	\$ 14,300,197	\$ 14,692,949	\$ (392,752)	-3%	\$ 14,300,197	\$ 14,064,171	\$ 236,026	2%
Departmental Non-Personnel Expenses												
700 - SCCIC	\$ 260	\$ 175	85	49%	\$ 280	\$ 300	\$ (20)	-7%	\$ 280	\$ 250	\$ 30	12%
1100 - Administration	\$ 21,736	\$ 36,161	(14,425)	-40%	\$ 149,237	\$ 229,394	\$ (80,158)	-35%	\$ 149,237	\$ 125,375	\$ 23,862	19%
1200 - Finance	\$ 100,086	\$ 105,756	(5,670)	-5%	\$ 434,520	\$ 508,960	\$ (74,440)	-15%	\$ 434,520	\$ 464,530	\$ (30,010)	-6%
1300 - Customer Service	\$ 8,506	\$ 14,558	(6,053)	-42%	\$ 33,080	\$ 52,800	\$ (19,720)	-37%	\$ 33,080	\$ 36,562	\$ (3,482)	-10%
1400 - Human Resources	\$ 2,468	\$ 4,227	(1,759)	-42%	\$ 9,391	\$ 25,362	\$ (15,971)	-63%	\$ 9,391	\$ 39,754	\$ (30,362)	-76%
1500 - Information Technology	\$ 13,041	\$ 16,022	(2,981)	-19%	\$ 60,641	\$ 102,969	\$ (42,328)	-41%	\$ 60,641	\$ 90,055	\$ (29,414)	-33%
1700 - District Counsel	\$ 1,812	\$ 1,658	154	9%	\$ 8,333	\$ 9,950	\$ (1,617)	-16%	\$ 8,333	\$ 5,860	\$ 2,473	42%
1800 - Risk Management	\$ 241	\$ 18,697	(18,456)	-99%	\$ 91,871	\$ 137,820	\$ (45,949)	-33%	\$ 91,871	\$ 36,589	\$ 55,282	151%
2200 - Facilities Maintenance	\$ 122,560	\$ 98,880	23,680	24%	\$ 625,902	\$ 767,262	\$ (141,360)	-18%	\$ 625,902	\$ 868,134	\$ (242,232)	-28%
3100 - Paratransit Program	\$ 61,191	\$ 89,878	(28,686)	-32%	\$ 396,505	\$ 529,427	\$ (132,922)	-25%	\$ 396,505	\$ 341,443	\$ 55,062	16%
3200 - Operations	\$ 39,900	\$ 43,753	(3,853)	-9%	\$ 250,951	\$ 266,525	\$ (15,574)	-6%	\$ 250,951	\$ 241,768	\$ 9,182	4%
3300 - Bus Operators	\$ 1,287	\$ 417	870	209%	\$ 1,287	\$ 2,500	\$ (1,213)	-49%	\$ 1,287	\$ 4,574	\$ (3,287)	-72%
4100 - Fleet Maintenance	\$ 217,498	\$ 268,635	(51,137)	-19%	\$ 1,340,451	\$ 1,608,413	\$ (267,962)	-17%	\$ 1,340,451	\$ 1,000,264	\$ 340,187	34%
9001 - Cobra Benefits	\$ -	\$ -	-	0%	\$ -	\$ -	\$ -	0%	\$ -	\$ (1)	\$ 1	-100%
9005 - Retired Employee Benefits	\$ -	\$ -	-	0%	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
9014 - Operating Grants	\$ -	\$ -	-	0%	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
110020 - Operating Grants	\$ -	\$ -	-	0%	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
100 - New Flyer Parts Credit	\$ -	\$ -	-	0%	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Subtotal Non-Personnel Expenses	\$ 590,586	\$ 698,817	(108,231)	-15%	\$ 3,402,449	\$ 4,241,682	\$ (839,233)	-20%	\$ 3,402,449	\$ 3,255,157	\$ 147,292	5%

Attachment B

FY11 Operating Expenses by Department For the month ending - December 31, 2010



Current Period

Year to Date

YTD Year Over Year Comparison

	Current Period		Year to Date		YTD Year Over Year Comparison			
	Budget	% Var	Budget	% Var	FY11	FY10	\$ Var	% Var
Total Departmental Expenses								
700 - SCCIC	\$ 260	\$ 85	\$ 300	7%	\$ 280	\$ 250	\$ 30	12%
1100 - Administration	\$ 74,046	\$ (15,915) -18%	\$ 499,052	1	\$ 415,432	\$ 515,971	\$ (100,539)	-19%
1200 - Finance	\$ 201,196	\$ (5,563) -3%	\$ 1,183,579	1	\$ 1,073,932	\$ 977,279	\$ 96,653	10%
1300 - Customer Service	\$ 50,704	\$ (5,717) -10%	\$ 303,983	2	\$ 276,218	\$ 234,923	\$ 41,295	18%
1400 - Human Resources	\$ 49,588	\$ 48,466	\$ 280,980	2	\$ 280,980	\$ 298,000	\$ (17,020)	-6%
1500 - Information Technology	\$ 58,914	\$ (1,367) -2%	\$ 368,517	2	\$ 328,118	\$ 349,512	\$ (21,394)	-6%
1700 - District Counsel	\$ 43,632	\$ 1,296	\$ 254,014	3	\$ 245,307	\$ 257,317	\$ (12,010)	-5%
1800 - Risk Management	\$ 241	\$ 18,697	\$ 137,820	4	\$ 91,871	\$ 36,589	\$ 55,282	151%
2200 - Facilities Maintenance	\$ 198,442	\$ 24,064	\$ 1,236,747	5	\$ 1,074,859	\$ 1,344,762	\$ (269,902)	-20%
3100 - Paratransit Program	\$ 363,130	\$ (28,800) -8%	\$ 2,339,239	6	\$ 2,097,921	\$ 1,908,434	\$ 189,488	10%
3200 - Operations	\$ 208,313	\$ (4,861) -2%	\$ 1,290,483	6	\$ 1,239,637	\$ 1,283,550	\$ (43,913)	-3%
3300 - Bus Operators	\$ 1,145,104	\$ (10,335) -1%	\$ 6,816,582	7	\$ 6,657,600	\$ 6,582,034	\$ 75,566	1%
4100 - Fleet Maintenance	\$ 499,545	\$ (42,714) -8%	\$ 3,269,722	8	\$ 2,982,958	\$ 2,795,260	\$ 187,697	7%
9001 - Cobra Benefits	\$ (987)	\$ (987) 100%	\$ -	8	\$ (936)	\$ 2,406	\$ (3,342)	-139%
9005 - Retired Employee Benefits	\$ 156,255	\$ (1,995) -1%	\$ 943,800	8	\$ 938,470	\$ 733,041	\$ 205,429	28%
9014 - Operating Grants	\$ -	\$ -	\$ -	8	\$ -	\$ -	\$ -	0%
110020 - Operating Grants	\$ -	\$ -	\$ -	8	\$ -	\$ -	\$ -	0%
1100 - New Flyer Parts Credit	\$ -	\$ -	\$ -	8	\$ -	\$ -	\$ -	0%
Total Operating Expenses	\$ 3,048,381	\$ (110,143) -4%	\$ 18,934,631	7%	\$ 17,702,646	\$ 17,319,328	\$ 383,318	2%

** does not include depreciation

Current Period Notes:

- 1) **Administration** is under budget due to a vacant funded position, as well as less than anticipated training and travel expenses in December 2010.
- 2) **Human Resources** is over budget due to higher than anticipated Work Comp and State Unemployment Insurance (SUI) expenses (SUI withholdings are higher towards the end and in the first few months of the calendar year) Departmental spending is under budget YTD.
- 3) **District Counsel** is over budget due to State Unemployment Insurance (SUI) expense, withheld at calendar year-end, as well as annual membership and subscriptions paid in December 2010. Departmental spending is under budget YTD.
- 4) **Risk Management** is under budget due to fewer budgeted settlement claims paid in December 2010.
- 5) **Facilities Maintenance** is over budget due to labor and materials required to return 111 Dubois to owner.
- 6) **Paratransit Program** is under budget due to lower than anticipated prices of fuel, purchased transportation, as well as cost cutting measures in place.
- 7) **Bus Operators** is under budget due to extended leaves.
- 8) **Fleet** is under budget due to lower than anticipated prices of fuel and rev vehicle repair costs in December 2010.

Attachment C



Current Period

Year to Date

YTD Year Over Year Comparison

Consolidated Operating Expenses For the month ending - December 31, 2010

FY11

SANTA CRUZ
METRO
Authority

	Current Period			Year to Date			YTD Year Over Year Comparison						
	Budget	\$ Var	% Var	Notes	Actual	Budget	\$ Var	% Var	FY10	Actual	\$ Var	% Var	
LABOR													
501011 Bus Operator Pay	\$ 598,708	\$ 677,080	\$ (78,372)	-12%		\$ 3,699,609	\$ 3,966,428	\$ (266,819)	-7%	\$ 3,699,609	\$ 3,762,773	\$ (63,164)	-2%
501013 Bus Operator Overtime	\$ 152,913	\$ 128,466	\$ 24,447	19%		\$ 787,932	\$ 770,795	\$ 17,137	2%	\$ 787,932	\$ 762,080	\$ 25,853	3%
501021 Other Salaries	\$ 515,541	\$ 509,362	\$ 6,178	1%		\$ 3,219,079	\$ 3,224,527	\$ (5,448)	0%	\$ 3,219,079	\$ 3,203,493	\$ 15,587	0%
501023 Other Overtime	\$ 28,333	\$ 29,757	\$ (1,424)	-5%		\$ 155,298	\$ 178,541	\$ (23,243)	-13%	\$ 155,298	\$ 175,667	\$ (20,369)	-12%
Total Labor -	\$ 1,295,495	\$ 1,344,665	\$ (49,170)	-4%		\$ 7,861,919	\$ 8,140,291	\$ (278,372)	-3%	\$ 7,861,919	\$ 7,904,012	\$ (42,093)	-1%
FRINGE BENEFITS													
502011 Medicare/Soc. Sec.	\$ 20,461	\$ 20,731	\$ (270)	-1%		\$ 116,375	\$ 125,884	\$ (9,510)	-8%	\$ 116,375	\$ 115,921	\$ 454	0%
502021 Retirement	\$ 186,825	\$ 192,314	\$ (5,489)	-3%		\$ 1,097,186	\$ 1,165,986	\$ (68,800)	-6%	\$ 1,097,186	\$ 1,107,146	\$ (9,961)	-1%
502031 Medical Insurance	\$ 440,593	\$ 472,027	\$ (31,434)	-7%		\$ 2,703,679	\$ 2,833,336	\$ (129,657)	-5%	\$ 2,703,679	\$ 2,447,283	\$ 256,396	10%
502041 Dental Insurance	\$ 36,971	\$ 39,867	\$ (2,896)	-7%		\$ 208,620	\$ 239,204	\$ (30,584)	-13%	\$ 208,620	\$ 239,352	\$ (30,732)	-13%
502045 Vision Insurance	\$ 10,757	\$ 11,350	\$ (593)	-5%		\$ 66,111	\$ 68,000	\$ (1,890)	-3%	\$ 66,111	\$ 67,978	\$ (1,867)	-3%
502051 Life Insurance	\$ 3,381	\$ 3,689	\$ (308)	-8%		\$ 21,480	\$ 22,136	\$ (656)	-3%	\$ 21,480	\$ 25,518	\$ (4,038)	-16%
502060 State Disability	\$ 16,669	\$ 15,347	\$ 1,323	9%		\$ 96,278	\$ 93,022	\$ 3,256	4%	\$ 96,278	\$ 96,183	\$ 95	0%
502061 Disability Insurance	\$ 17,624	\$ 18,784	\$ (1,160)	-6%		\$ 105,289	\$ 112,703	\$ (7,414)	-7%	\$ 105,289	\$ 105,041	\$ 247	0%
502071 State Unemp. Ins	\$ 20,149	\$ 9,219	\$ 10,931	119%		\$ 20,551	\$ 35,912	\$ (15,361)	-43%	\$ 20,551	\$ 13,203	\$ 7,348	56%
502081 Worker's Comp Ins	\$ 66,959	\$ 58,333	\$ 8,626	15%		\$ 480,607	\$ 349,999	\$ 130,608	37%	\$ 480,607	\$ 300,634	\$ 179,973	60%
502083 Worker's Comp IBNR	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
502101 Holiday Pay	\$ 111,253	\$ 52,435	\$ 58,818	112%		\$ 185,691	\$ 208,457	\$ (22,766)	-11%	\$ 185,691	\$ 182,711	\$ 2,980	2%
502103 Floating Holiday	\$ 2,714	\$ 5,798	\$ (3,084)	-53%		\$ 11,403	\$ 34,790	\$ (23,387)	-67%	\$ 11,403	\$ 17,889	\$ (6,486)	-36%
502109 Sick Leave	\$ 44,177	\$ 65,915	\$ (21,738)	-33%		\$ 276,105	\$ 404,197	\$ (128,091)	-32%	\$ 276,105	\$ 398,515	\$ (122,409)	-31%
502111 Annual Leave	\$ 165,573	\$ 130,695	\$ 34,878	27%		\$ 933,876	\$ 747,568	\$ 186,308	25%	\$ 933,876	\$ 928,900	\$ 4,975	1%
502121 Other Paid Absence	\$ 11,419	\$ 10,291	\$ 1,128	11%		\$ 72,372	\$ 61,877	\$ 10,495	17%	\$ 72,372	\$ 73,991	\$ (1,619)	-2%
502251 Physical Exams	\$ 375	\$ 1,142	\$ (767)	-67%		\$ 2,700	\$ 6,850	\$ (4,150)	-61%	\$ 2,700	\$ 4,227	\$ (1,527)	-36%
502253 Driver Lic Renewal	\$ 186	\$ 378	\$ (192)	-51%		\$ 1,089	\$ 2,366	\$ (1,277)	-54%	\$ 1,089	\$ 1,269	\$ (180)	-14%
502999 Other Fringe Benefits	\$ 6,213	\$ 6,729	\$ (516)	-8%		\$ 38,867	\$ 40,373	\$ (1,506)	-4%	\$ 38,867	\$ 34,395	\$ 4,473	13%
Total Fringe Benefits -	\$ 1,162,300	\$ 1,115,042	\$ 47,258	4%		\$ 6,438,278	\$ 6,552,659	\$ (114,381)	-2%	\$ 6,438,278	\$ 6,160,158	\$ 278,120	5%
Total Personnel Expenses -	\$ 2,457,795	\$ 2,459,708	\$ (1,912)	0%		\$ 14,300,197	\$ 14,692,949	\$ (392,752)	-3%	\$ 14,300,197	\$ 14,064,170	\$ 236,027	2%

Attachment C



FY11 Consolidated Operating Expenses For the month ending - December 31, 2010

	Current Period				Year to Date				YTD Year Over Year Comparison						
	Budget	% Var	Notes	Actual	Budget	% Var	Actual	FY11	FY10	\$ Var	% Var				
SERVICES															
503011 Acctg & Audit Fees	\$ 3,350	\$	146	\$ 3,204	2198%	\$	34,350	\$ 45,250	\$ (10,900)	-24%	\$ 34,350	\$ 37,950	\$ (3,600)	-9%	
503012 Admin & Bank Fees	\$ 46,114	\$	45,871	\$ 243	1%	\$	100,689	\$ 103,185	\$ (2,496)	-2%	\$ 100,689	\$ 99,126	\$ 1,563	2%	
503031 Prof & Tech Fees	\$ 16,783	\$	23,417	\$ (6,634)	-28%	1	77,859	\$ 121,537	\$ (43,679)	-36%	\$ 77,859	\$ 70,905	\$ 6,954	10%	
503032 Legislative Services	\$ 7,500	\$	8,617	\$ (1,117)	-13%		45,000	\$ 51,700	\$ (6,700)	-13%	\$ 45,000	\$ 45,000	\$ -	0%	
503033 Legal Services	\$ -	\$	4,583	\$ (4,583)	-100%		863	\$ 27,500	\$ (26,637)	-97%	\$ 863	\$ 11,243	\$ (10,380)	-92%	
503034 Pre-Employ Exams	\$ 189	\$	608	\$ (420)	-69%		1,157	\$ 3,650	\$ (2,493)	-68%	\$ 1,157	\$ 7,270	\$ (6,113)	-84%	
503041 Temp Help	\$ 12,701	\$	12,443	\$ 258	2%		76,307	\$ 78,012	\$ 295	0%	\$ 76,307	\$ 124,204	\$ (45,897)	-37%	
503161 Custodial Services	\$ 5,721	\$	4,167	\$ 1,554	37%		31,252	\$ 25,000	\$ 6,252	25%	\$ 31,252	\$ 31,418	\$ (166)	-1%	
503162 Uniform & Laundry	\$ 1,672	\$	2,800	\$ (1,128)	-40%		9,982	\$ 16,800	\$ (6,818)	-41%	\$ 9,982	\$ 10,353	\$ (372)	-4%	
503171 Security Services	\$ 33,047	\$	31,278	\$ 1,769	6%		189,972	\$ 187,666	\$ 2,306	1%	\$ 189,972	\$ 169,869	\$ 20,103	12%	
503221 Classified/Legal Ads	\$ 370	\$	2,425	\$ (2,055)	-85%		3,793	\$ 14,550	\$ (10,757)	-74%	\$ 3,793	\$ 5,730	\$ (1,936)	-34%	
503222 Legal Advertising	\$ -	\$	-	\$ -	0%		-	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	
503225 Graphic Services	\$ -	\$	333	\$ (333)	-100%		-	\$ 2,000	\$ (2,000)	-100%	\$ -	\$ -	\$ -	0%	
503351 Repair - Bldg & Impr	\$ 20,638	\$	8,333	\$ 12,305	148%	2	41,148	\$ 50,000	\$ (8,852)	-18%	\$ 41,148	\$ 19,489	\$ 21,660	111%	
503352 Repair - Equipment	\$ 49,766	\$	47,783	\$ 1,983	4%		223,689	\$ 308,795	\$ (85,106)	-28%	\$ 223,689	\$ 252,712	\$ (29,023)	-11%	
503353 Repair - Rev Vehicle	\$ 14,250	\$	34,167	\$ (19,916)	-58%	3	205,958	\$ 205,000	\$ 958	0%	\$ 205,958	\$ 169,865	\$ 36,093	21%	
503354 Repair - Non Rev Vehicle	\$ 5,497	\$	2,083	\$ 3,414	164%		5,879	\$ 12,500	\$ (6,621)	-53%	\$ 5,879	\$ 7,667	\$ (1,788)	-23%	
503363 Haz Mat Disposal	\$ 2,949	\$	4,125	\$ (1,176)	-29%		17,969	\$ 24,750	\$ (6,781)	-27%	\$ 17,969	\$ 15,913	\$ 2,057	13%	
Total Services -	\$ 220,547	\$	233,178	\$ (12,631)	-5%		1,067,867	\$ 1,277,895	\$ (210,028)	-16%	\$ 1,067,867	\$ 1,078,712	\$ (10,845)	-1%	
MOBILE MATERIALS AND SUPPLIES															
504011 Fuels & Lube Non Rev Veh	\$ 5,090	\$	12,592	\$ (7,502)	-60%		28,850	\$ 75,550	\$ (46,700)	-62%	\$ 28,850	\$ 70,658	\$ (41,808)	-59%	
504012 Fuels & Lube Rev Veh	\$ 161,152	\$	174,583	\$ (13,431)	-8%	4	957,142	\$ 1,043,267	\$ (86,125)	-8%	\$ 957,142	\$ 576,090	\$ 381,052	66%	
504021 Tires & Tubes	\$ 12,256	\$	20,250	\$ (7,994)	-39%	5	99,310	\$ 121,500	\$ (22,190)	-18%	\$ 99,310	\$ 82,503	\$ 16,808	20%	
504161 Other Mobile Supplies	\$ 38	\$	-	\$ 38	100%		38	\$ 5,000	\$ (4,963)	-99%	\$ 38	\$ 251	\$ (214)	-85%	
504191 Rev Vehicle Parts	\$ 48,305	\$	52,083	\$ (3,778)	-7%		262,462	\$ 307,500	\$ (45,037)	-15%	\$ 262,462	\$ 221,859	\$ 40,603	18%	
Total Mobile Materials & Supplies -	\$ 226,840	\$	259,508	\$ (32,668)	-13%		1,347,803	\$ 1,552,817	\$ (205,014)	-13%	\$ 1,347,803	\$ 951,361	\$ 396,442	42%	

Attachment C



FY11 Consolidated Operating Expenses For the month ending - December 31, 2010

	Current Period				Year to Date				YTD Year Over Year Comparison			
	Budget	\$ Var	% Var	Notes	Actual	Budget	\$ Var	% Var	FY11	FY10	\$ Var	% Var
	Actual								Actual			
OTHER MATERIALS & SUPPLIES												
504205 Freight Out	\$ 230	\$ 208	22	11%	\$ 1,227	\$ 1,250	\$(23)	-2%	\$ 1,227	\$ 649	\$ 578	89%
504211 Postage & Mailing	\$ -	\$ 1,700	\$(1,700)	-100%	\$ 5,910	\$ 11,698	\$(5,788)	-49%	\$ 5,910	\$ 7,693	\$(1,783)	-23%
504214 Promotional Items	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
504215 Printing	\$ 9,042	\$ 14,741	\$(5,699)	-39%	\$ 28,574	\$ 50,846	\$(22,271)	-44%	\$ 28,574	\$ 36,280	\$(7,705)	-21%
504217 Photo Supply/Processing	\$ 194	\$ 467	\$(273)	-58%	\$ 171	\$ 3,100	\$(2,929)	-94%	\$ 171	\$ 450	\$(279)	-62%
504311 Office Supplies	\$ 3,548	\$ 5,885	\$(2,337)	-40%	\$ 24,956	\$ 35,008	\$(10,053)	-29%	\$ 24,956	\$ 32,160	\$(7,204)	-22%
504315 Safety Supplies	\$ 2,941	\$ 1,358	\$ 1,583	117%	\$ 7,635	\$ 8,150	\$(515)	-6%	\$ 7,635	\$ 6,227	\$ 1,408	23%
504317 Cleaning Supplies	\$ 242	\$ 2,758	\$(2,517)	-91%	\$ 17,255	\$ 16,550	\$ 705	4%	\$ 17,255	\$ 16,428	\$ 827	5%
504409 Repair/Maint Supplies	\$ 1,886	\$ 3,333	\$(1,448)	-43%	\$ 18,424	\$ 20,000	\$(1,576)	-8%	\$ 18,424	\$ 19,436	\$(1,012)	-5%
504421 Non-Inventory Parts	\$ 496	\$ 3,783	\$(3,287)	-87%	\$ 7,438	\$ 22,700	\$(15,262)	-67%	\$ 7,438	\$ 6,262	\$ 1,176	19%
504511 Small Tools	\$ 17	\$ 725	\$(708)	-98%	\$ 1,807	\$ 4,350	\$(2,543)	-58%	\$ 1,807	\$ 1,481	\$ 326	22%
504515 Employee Tool Rplcmt	\$ 121	\$ 250	\$(129)	-52%	\$ 390	\$ 1,500	\$(1,110)	-74%	\$ 390	\$ 772	\$(382)	-49%
Total Other Materials & Supplies -	\$ 18,717	\$ 35,209	\$(16,492)	-47%	\$ 113,786	\$ 175,152	\$(61,366)	-35%	\$ 113,786	\$ 127,838	\$(14,052)	-11%
UTILITIES												
505011 Gas & Electric	\$ 21,263	\$ 18,750	\$ 2,513	13%	\$ 116,419	\$ 112,500	\$ 3,919	3%	\$ 116,419	\$ 88,507	\$ 27,912	32%
505021 Water & Garbage	\$ 9,881	\$ 12,500	\$(2,619)	-21%	\$ 63,631	\$ 75,000	\$(11,370)	-15%	\$ 63,631	\$ 67,342	\$(3,712)	-6%
505031 Telecommunications	\$ 18,399	\$ 14,083	\$ 4,315	31%	\$ 51,597	\$ 88,733	\$(37,136)	-42%	\$ 51,597	\$ 54,805	\$(3,208)	-6%
Total Utilities -	\$ 49,543	\$ 45,333	\$ 4,209	9%	\$ 231,647	\$ 276,233	\$(44,586)	-16%	\$ 231,647	\$ 210,655	\$ 20,992	10%
CASUALTY & LIABILITY												
506011 Insurance - Property	\$ 7,972	\$ 9,583	\$(1,611)	-17%	\$ 47,834	\$ 57,500	\$(9,666)	-17%	\$ 47,834	\$ 38,618	\$ 9,216	24%
506015 Insurance - PL & PD	\$ 36,531	\$ 43,775	\$(7,244)	-17%	\$ 219,184	\$ 262,650	\$(43,466)	-17%	\$ 219,184	\$ 228,606	\$(9,422)	-4%
506021 Insurance - Other	\$ -	\$ -	\$ -	0%	\$ 711	\$ 750	\$(39)	-5%	\$ 711	\$ 711	\$ -	0%
506123 Settlement Costs	\$ -	\$ 10,464	\$(10,464)	-100%	\$ 86,151	\$ 87,920	\$(1,769)	-2%	\$ 86,151	\$ 20,044	\$ 66,107	330%
506127 Repairs - Dist Prop	\$ (10,839)	\$ -	\$ (10,839)	100%	\$ (72,530)	\$ -	\$ (72,530)	100%	\$ (72,530)	\$ -	\$ (72,530)	100%
Total Casualty & Liability -	\$ 33,664	\$ 63,822	\$(30,159)	-47%	\$ 281,349	\$ 408,820	\$(127,471)	-31%	\$ 281,349	\$ 287,978	\$(6,629)	-2%
TAXES												
507051 Fuel Tax	\$ 1,577	\$ 1,167	\$ 410	35%	\$ 6,881	\$ 7,000	\$(119)	-2%	\$ 6,881	\$ 6,321	\$ 560	9%
507201 Licenses & permits	\$ 1,402	\$ 1,708	\$(306)	-18%	\$ 5,026	\$ 11,500	\$(6,474)	-56%	\$ 5,026	\$ 9,406	\$(4,380)	-47%
507999 Other Taxes	\$ -	\$ -	\$ -	0%	\$ 8,756	\$ 27,500	\$(18,744)	-68%	\$ 8,756	\$ 10,423	\$(1,667)	-16%
Total Taxes -	\$ 2,979	\$ 2,875	\$ 104	4%	\$ 20,663	\$ 46,000	\$(25,337)	-55%	\$ 20,663	\$ 26,150	\$(5,488)	-21%

Attachment C



FY11 Consolidated Operating Expenses For the month ending - December 31, 2010

	Current Period				Year to Date				YTD Year Over Year Comparison			
	Budget	% Var	Notes	Actual	Budget	% Var	Actual	FY10	% Var	Actual	FY11	% Var
	\$			\$	\$		\$	\$		\$	\$	
PURCHASED TRANSPORTATION												
503406 Contr/Paratrans	9,495	-	-	20,833	-	-	11,338	-	-	-	-	-
Total Purchased Transportation -	9,495	0%		20,833	0%	11,338	-54%	10	0%	125,000	89,023	-29%
MISC												
509011 Dues & Subscriptions	5,851	-	-	5,419	-	-	432	8%	-	33,511	33,841	1%
509085 Advertising - Rev Product	827	-	-	2,783	-	-	1,956	-70%	-	17,200	4,401	-74%
509101 Emp Incentive Prog	1,768	-	-	5,107	-	-	3,339	-65%	-	31,765	11,095	-65%
509121 Employee Training	738	-	-	3,565	-	-	2,827	-79%	-	41,390	18,573	-55%
509123 Travel	204	-	-	413	-	-	209	-51%	-	2,475	1,195	-52%
509125 Local Meeting Exp	350	-	-	1,100	-	-	750	-68%	-	6,600	2,650	-60%
509127 Board Director Fees	-	-	-	54	-	-	(54)	-100%	-	325	-	-100%
509150 Contributions	-	-	-	-	-	-	-	0%	-	-	-	0%
509197 Sales Tax Expense	174	-	-	42	-	-	133	318%	-	250	185	-26%
509198 Cash Over/Short	-	-	-	-	-	-	-	0%	-	-	-	0%
Total Misc -	9,913	-46%		18,483	-46%	(8,570)	-46%		71,940	133,517	71,940	-46%
LEASES & RENTALS												
512011 Facility Rentals	18,121	-	-	17,416	-	-	704	4%	-	234,498	173,373	-26%
512061 Equipment Rentals	768	-	-	2,158	-	-	(1,390)	-64%	-	11,750	4,998	-57%
Total Leases & Rentals -	18,889	-4%		19,575	-4%	(686)	-4%		178,371	246,248	178,371	-28%
Total Non-Personnel Expenses -	590,586	-15%		698,817	-15%	(108,231)	-15%		3,402,449	4,241,662	3,402,449	-20%
TOTAL OPERATING EXPENSE -	3,048,381	-3%		3,158,524	-3%	(110,143)	-3%		17,702,646	18,934,631	17,702,646	-7%
TOTAL OPERATING EXPENSE -	3,048,381	-3%		3,158,524	-3%	(110,143)	-3%		17,702,646	18,934,631	17,702,646	-7%

** does not include depreciation

Current Period Notes:

- 1) Prof & Tech Fees are under budget due to cost cutting measures and straight lining of the budget.
- 2) Repair - Bldg & Impr is over budget due to labor and materials required to return 111 Dubois to owner (masonry repairs, mechanical demolition, etc.).



FY11
Consolidated Operating Expenses
For the month ending - December 31, 2010

	Current Period		Year to Date		YTD Year Over Year Comparison			
	Budget	\$ Var	% Var	Notes	Actual	FY11	FY10	\$ Var

- 3) **Repair - Rev Vehicle** is under budget due to inability to anticipate when repair costs will be incurred and straight lining of the budget.
- 4) **Fuels & Lube Rev Veh** is under budget due to lower than anticipated prices of fuel.
- 5) **Tires & Tubes** is over budget due to the cyclical nature of tire and tube replacements and the straight lining of the budget.
- 6) **Other Materials & Supplies** are under budget due to cost cutting measures in all departments.
- 7) **Gas & Electric** is over budget due to irregular billing cycles, as well as invoices for prior months paid in December 2010.
- 8) **Telecommunications** is over budget due to final tariff backbill payment to AT&T (dispute on charges from July 2009).
- 9) **Settlement costs** are under budget due to less than anticipated settlement costs for the month.
- 10) **Contr/Paratrans** is under budget due to lowered than anticipated number of contracted rides for the month.



SANTA CRUZ METRO

FY2011

CAPITAL BUDGET

For the month ending - December 31, 2010

Grant-Funded Projects

	YTD Actual	FY11 Budget	Remaining Budget	% Spent YTD
MetroBase Maintenance Facility (5309) / (PTMISEA)	\$ 458,270	\$ 2,000,000	\$ 1,541,730	23%
Purchase Smartcard Farebox System (ARRA) (5311)	\$ 2,009,256	\$ 2,362,000	\$ 352,744	85%
Purchase of 425 Front Street (FTA) / (TCRP)	\$ 2,092,643	\$ 2,075,000	\$ (17,643)	101%
Purchase 27 ParaCruz Vehicles (ARRA)	\$ -	\$ 1,750,000	\$ 1,750,000	0%
Transit Mgmt. Info. Technology (ARRA)	\$ 252,835	\$ 1,165,000	\$ 912,165	22%
Comprehensive Security & Surveillance Sys (OHS-1B)	\$ -	\$ 440,505	\$ 440,505	0%
Facilities Video Surveillance Project (OHS-1B)	\$ 13,365	\$ 185,000	\$ 171,635	7%
Fleet - Land Mobile Radio Project (OHS-1B)	\$ 53,154	\$ 195,000	\$ 141,846	27%
Trapeze Pass Interactive Voice Response System *	\$ 22,427	\$ 22,427	\$ -	100%
Subtotal Grant Funded Projects	\$ 4,901,950	\$ 10,194,932	\$ 5,292,982	48%

IT Projects

Replace Fleet & Facilities Maintenance Software	\$ 25,426	\$ 170,000	\$ 144,574	15%
HR Software Upgrade	\$ 101,053	\$ 250,000	\$ 148,947	40%
Trapeze Pass Customer Certification Software	\$ -	\$ 5,000	\$ 5,000	0%
Automated Purchasing System Software	\$ 44,022	\$ 84,000	\$ 39,978	52%
Subtotal IT Projects	\$ 170,501	\$ 509,000	\$ 338,499	33%

Facilities Repair & Improvements

MTC Lane Four Shelter Replacement	\$ -	\$ 75,000	\$ 75,000	0%
Repair, Reseal, Restripe (Sinkholes) - Operations	\$ -	\$ 4,000	\$ 4,000	0%
Subtotal Facilities Repairs & Improvements Projects	\$ -	\$ 79,000	\$ 79,000	0%



FY2011
CAPITAL BUDGET
For the month ending - December 31, 2010

	YTD Actual	FY11 Budget	Remaining Budget	% Spent YTD
Revenue Vehicle Replacement				
Highway 17 Buses (5) - VTA - (Measure A)	\$ 1,454	\$ 2,500,000	\$ 2,498,546	0%
Subtotal Revenue Vehicle Replacements	\$ 1,454	\$ 2,500,000	\$ 2,498,546	0%
Non-Revenue Vehicle Replacement				
NONE	\$ -	\$ -	\$ -	0%
Subtotal Non-Revenue Vehicle Replacements	\$ -	\$ -	\$ -	0%
Maint Equipment				
NONE	\$ -	\$ -	\$ -	0%
Subtotal Non-Revenue Vehicle Replacements	\$ -	\$ -	\$ -	0%
Office Equipment				
NONE	\$ -	\$ -	\$ -	0%
Subtotal Office Equipment	\$ -	\$ -	\$ -	0%
TOTAL CAPITAL PROJECTS	\$ 5,073,905	\$ 13,282,932	\$ 8,209,027	38%



FY2011
CAPITAL BUDGET
For the month ending - December 31, 2010

	<u>YTD Actual</u>	<u>FY11 Budget</u>	<u>Remaining Budget</u>	<u>% Spent YTD</u>
<u>CAPITAL FUNDING</u>				
Federal Capital Grants	\$ 3,690,277	\$ 7,488,451	\$ 3,798,174	49%
State - Measure A - (VTA)	\$ 1,454	\$ 2,500,000	\$ 2,498,546	0%
State - PTMISEA (1B)	\$ 458,270	\$ 891,938	\$ 433,668	51%
State Security Bond Funds (1B)	\$ 66,519	\$ 820,505	\$ 753,986	8%
State - CalTrans (Section 5311)	\$ -	\$ 267,464	\$ 267,464	0%
Traffic Congestion Relief Program - (TCRP)	\$ 586,354	\$ 617,333	\$ 30,979	95%
State Transit Assistance (STA) (Carryover)-Prior Yrs	\$ 271,031	\$ 697,241	\$ 426,210	39%
Local Operating Match	\$ -	\$ -	\$ -	0%
TOTAL CAPITAL FUNDING	\$ 5,073,905	\$ 13,282,932	\$ 8,209,027	38%

* Budget transfer from FY10 to FY11 for unspent funds on the Trapeze IVR project was approved at the 10/22 BOD meeting.

Attachment E

FY 11 BUDGET LINE ITEM TRANSFERS For the month ending - December 31, 2010

	ACCOUNT #	ACCOUNT TITLE	AMOUNT
TRANSFER # FY11-20			
TRANSFER FROM:	509123-1100	Travel	\$ (4,000)
TRANSFER TO:	503031-1100	Prof & Tech Fees	\$ 4,000
REASON:	Cover mail courier PO.		
TRANSFER # FY11-22			
TRANSFER FROM:	501021-4100	Other Salaries	\$ (552)
TRANSFER TO:	503041-4100	Temp Help	\$ 552
REASON:	Need funds to cover Temp Help expenses.		
TRANSFER # FY11-23			
TRANSFER FROM:	509121-1500	Training	\$ (8,000)
TRANSFER TO:	509121-1100	Training	\$ 8,000
REASON:	Consolidate training budget funds to Admin.		
TRANSFER # FY11-24			
TRANSFER FROM:	501021-2200	Other Salaries	\$ (10,500)
TRANSFER TO:	503041-2200	Temp Help	\$ 10,500
REASON:	Need extra funds to extend temp help PO.		
TRANSFER # FY11-26			
TRANSFER FROM:	503351-2200	Repair -Bldg & Impr.	\$ (700)
	503352-2200	Repair-Equipment	\$ (90)
TRANSFER TO:	503351-3100	Repair -Bldg & Impr.	\$ 700
	503352-3100	Repair-Equipment	\$ 90
REASON:	Move ParaCruz expenses from Facilities to ParaCruz to meet NTD reporting requirements.		
TRANSFER # FY11-27			
TRANSFER FROM:	509101-3300	Emp Incent Program	\$ (100)
TRANSFER TO:	506123-3300	Settlement Costs	\$ 100
REASON:	Cover costs per UTU Labor Agreement (Article 34.01). December 2010		

budtranrep FY11

GOVERNMENT TORT CLAIM

RECOMMENDED ACTION

TO: Board of Directors
FROM: District Counsel
RE: Claim of: State Farm Insurance (Subro. Anderson, John)
Received: 2/11/2011 Claim #: 11-0003
Date of Incident: 1/04/2011 Occurrence Report No.: SC 01-11-02

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

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

By Margaret Gallagher
Margaret Gallagher
DISTRICT COUNSEL

Date: 2/10/11

I, Tony Tapiz, do hereby attest that the above Claim was duly presented to and the recommendations were approved by the Santa Cruz Metropolitan Transit District's Board of Directors at the meeting of February 25, 2011.

By _____
Tony Tapiz
RECORDING SECRETARY

Date: _____

MG/lg
Attachment(s)

5-3.1



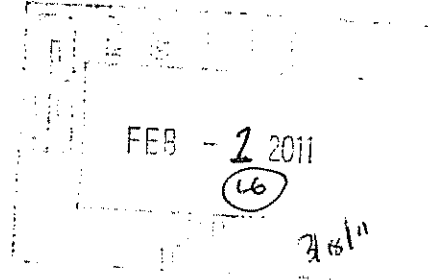
California State
Automobile Association
Inter-Insurance Bureau

P O Box 920
Suisun City, CA 94585-0920

January 27, 2011

11-0003

Santa Cruz Metro. Transit Dist. Att Legal Dept.
110 Vernon St
Santa Cruz, Ca 95060



RE: Your Insured:
Your Claim No.: sc01-11-02
Our Insured: John Or Carin Anderson
Our Claim No.:
Date of Loss: 01/04/2011

Dear Santa Cruz Metro. Transit Dist. Att Legal Dept.:

This will confirm our subrogation interest arising from this loss. We have settled the claim with our insured and based on the following facts, request payment directly to **California State Automobile Association Inter-Insurance Bureau (CSAA-IIB)**: My insured was side swiped by your bus.

In order to assist with and expedite the evaluation and processing of this subrogation demand, we enclose the relevant documentation in support of our claim. This information may contain personal or privileged information about our insured, and is being provided to you pursuant to California Insurance Code Section 791.13 and may not be used for any unauthorized purpose.

Based upon this information, we ask that you issue payment of \$3051.31

Repair Bill	\$2,338.31
Deductible	\$500.00
Loss of Use	\$213.00
Tow/Storage	\$0.00
Miscellaneous	\$0.00
TOTAL	\$3,051.31

Please be advised that any payment in an amount less than that set forth in this letter that is forwarded to CSAA without its prior authorization as described below **will not constitute a full and final settlement and will be accepted as partial payment only**. Since payments received in the mail are processed by clerical staff and deposited as a matter of course without examination, unauthorized payments for less than the full amount demanded may be processed inadvertently. Although such payments may be demarked as "payment in full" or have other words of similar meaning written on them, their processing will not constitute an accord and satisfaction, as CSAA has not agreed to acceptance of such payments. Only an authorized Subrogation Specialist may communicate, orally or in writing, CSAA's specific agreement to accept an amount less than that demanded in this letter.

If you have any questions, please feel free to contact the CSAA Subrogation Department.

Sincerely,

5-3.2

Stevie Smith

Claims Service Adjuster
888-582-3008 extension 8245
Fax 707-863-9052
Enclosure

GOVERNMENT TORT CLAIM

RECOMMENDED ACTION

TO: Board of Directors
FROM: District Counsel
RE: Claim of: Commerce West Insurance (Subro. Tabula, Vince)
Received: 02/15/11 Claim #: 11-0005
Date of Incident: 01/28/11 Occurrence Report No.: SC 01-11-27

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

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

By Margaret Gallagher
Margaret Gallagher
DISTRICT COUNSEL

Date: 2/17/11

I, Tony Tapiz, do hereby attest that the above Claim was duly presented to and the recommendations were approved by the Santa Cruz Metropolitan Transit District's Board of Directors at the meeting of February 25, 2011.

By _____
Tony Tapiz
RECORDING SECRETARY

Date: _____

MG/ig
Attachment(s)

5-3.4



The Commerce Group, Inc.

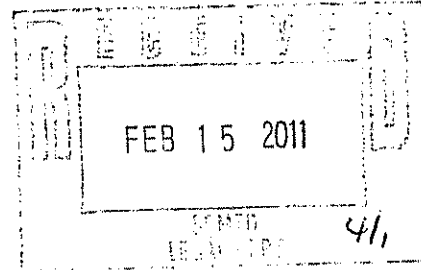
American Commerce Insurance Company
Commerce West Insurance Company

EASTERN CLAIMS OFFICE
11 Gore Road, Webster, MA 01570
Toll free (877) 372-9836

11-0005

February 11, 2011

SANTA CRUZ METRO TRANSIT
ATTN: LISETH GUIZAR
110 VERNON ST.
SANTA CRUZ, CA 95060



RE: Insured: VINCE TABULA
 File #: [REDACTED]
 Date of Loss: 01/29/11
Responsible Party: SANTA CRUZ METRO TRANSIT / DRIVER - [REDACTED]
 Claim #: SC111-27
 Amount: \$7,213.33
Property Damage: \$7,213.33
 Medical: \$N/A
 Wage: \$N/A

Dear Ms. Guizar:

Our investigation reveals Santa Cruz Metro / driver - [REDACTED] is responsible for damages sustained by our insured. We have settled the loss with our insured and would appreciate your payment of the amount listed above

We have paid our insured for damages and are seeking reimbursement. Enclosed are our supporting papers for your review. If you have any questions or dispute this claim, please call me at 1-877-372-9836, ext. 15484.

Sincerely,

COMMERCE WEST INSURANCE COMPANY

Erin Dumas
Subrogation Adjuster

Enclosure

ED/md

5-3.5



AGENDA

**February 16, 2011 - 6:00 PM
PACIFIC STATION CONFERENCE ROOM
920 PACIFIC AVENUE, SANTA CRUZ, CALIFORNIA**

- 1. ROLL CALL**
- 2. AGENDA ADDITIONS/DELETIONS**
- 3. ORAL/WRITTEN COMMUNICATION**
- 4. CONSIDERATION OF APPROVAL OF MINUTES OF DECEMBER 15, 2010**
- 5. ACCEPT AND FILE RIDERSHIP REPORTS FOR OCTOBER 2010**
- 6. ACCEPT AND FILE PARACRUZ OPERATIONS STATUS REPORTS FOR OCTOBER 2010**
- 7. ACCEPT AND FILE LEGISLATIVE AND GRANTS REPORT**
- 8. DISCUSSION OF BUS STOP ISSUES**
- 9. DISCUSSION OF PROMOTING RIDERSHIP**
- 10. DISCUSSION OF BIKE LOCKERS**
- 11. DISTRIBUTION OF MAC VOUCHERS**
- 12. COMMUNICATIONS TO METRO GENERAL MANAGER**
- 13. COMMUNICATIONS TO METRO BOARD OF DIRECTORS**
- 14. ITEMS FOR NEXT MEETING AGENDA**
- 15. ADJOURNMENT**

*NEXT MEETING: WEDNESDAY, MARCH 16, 2011, AT 6:00 PM
PACIFIC STATION CONFERENCE ROOM*

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: February 25, 2011
TO: Board of Directors
FROM: Leslie R. White, General Manager
SUBJECT: ACCEPT AND FILE VOTING RESULTS FROM APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR PREVIOUS MEETINGS

I. RECOMMENDED ACTION

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

II. SUMMARY OF ISSUES

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

III. DISCUSSION

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

IV. FINANCIAL CONSIDERATIONS

There is no cost impact from this action.

V. ATTACHMENTS

Attachment A: Minutes of the January 13, 2011 Regular SCCRTC Meeting

Prepared by: Tony Tapiz, Administrative Services Coordinator.

Date Prepared: February 18, 2011

Attachment A



Santa Cruz County Regional Transportation Commission

MINUTES

Thursday
January 13, 2011
9:00 a.m.

Board of Supervisors Chambers
701 Ocean St
Santa Cruz CA 95060

1. Roll call

The meeting was called to order at 9:07 am.

Members present:

Greg Caput	Don Lane
Neal Coonerty	John Leopold
Ron Graves	Eduardo Montesino
Donald Hagen (Alt)	Robin Musitelli (Alt)
Randy Johnson	Kirby Nicol
Aileen Loe (ex officio)	Donna Ziel (Alt)

Staff present:

George Dondero	Luis Mendez
Gini Pineda	Yesenia Parra
Rachel Moriconi	Kim Shultz
Cory Caletti	Karena Pushnik

2. Oral communications

Jack Nelson distributed graphic illustrating melting glaciers in Greenland and said that as a result of global warming melting ice sheets in Greenland have caused drastic increases in glacial earthquakes. He asked Commissioners to keep that in mind when making decisions about transportation projects.

3. Additions or deletions to consent and regular agendas

Executive Director George Dondero said that there were add-on pages to Items 15 and 20. He noted that the recently updated Guide to Specialized Transportation Services was distributed to the Commissioners and that there are additional copies available for the public at the RTC office.

CONSENT AGENDA
(Graves/Leopold – unanimous)**MINUTES**

4. Approved draft minutes of the December 2, 2010 regular SCCRTC meeting
5. Accepted draft minutes of the December 13, 2010 Bicycle Committee meeting
6. Accepted draft minutes of the December 14, 2010 Elderly & Disabled Transportation Advisory Committee meeting

POLICY ITEMS

No consent items

PROJECTS and PLANNING ITEMS

7. Accepted follow up on the Monterey Bay Area Regional Blueprint Plan

BUDGET AND EXPENDITURES ITEMS

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

ADMINISTRATION ITEMS

No consent items

INFORMATION/OTHER ITEMS

9. Accepted monthly meeting schedule
10. Accepted correspondence log
11. Accepted letters from SCCRTC committees and staff to other agencies
 - a. Letter from Elderly and Disabled Transportation Advisory Committee to Santa Cruz Metro Transit District regarding the bus stop improvement plan
12. Accepted miscellaneous written comments from the public on SCCRTC projects and transportation issues
13. Accepted information items - *None*

REGULAR AGENDA

14. Commissioner reports-oral reports

Commissioners Nicol and Leopold welcomed newly appointed Commissioner Montesino. Commissioner Lane welcomed the Commission to the City of Santa Cruz Council for this meeting. Commissioner Caput arrived.

15. Director's report

Executive Director George Dondero said that RTC Commissioners, staff, and consultants have been working with Caltrans and the California Transportation Commission (CTC) staff to resolve any remaining requirements and conditions to receive the funding allocation to acquire the Santa Cruz Branch Rail Line. A CTC meeting will be held January 19th to determine if the funding will be allocated.

He said that AMBAG has notified both the RTC and TAMC that they intend to keep a higher percentage of federal planning funds, which are distributed by formula, due to increased work mandated by SB375. Since both the RTC and TAMC are also facing increased workloads due to SB375 requirements, both agencies will oppose this proposal. Executive Director Dondero communicated that he plans to submit a letter of opposition on behalf of the RTC. Commissioners requested copies of the letter that the RTC will send to AMBAG.

A meeting between RTC staff, Harbor High and Santa Cruz City school officials took place on January 5th to discuss possible alternatives to resolve noise issues regarding the Highway 1 Auxiliary Lanes project. Staff will continue to work with the school to investigate potential funding opportunities to address these issues.

Mr. Dondero noted that the Interagency Technical Advisory Committee (ITAC) meeting was rescheduled to 1/27/11.

16. Caltrans report and consider action items

Aileen Loe, Caltrans District 5, said that applications for FY 11-12 planning grants are due on March 30, 2011. A workshop explaining the program will be held January 25th at District 5 headquarters. More information is available at www.dot.ca.gov.

Ms. Loe noted the revised construction projects report format which includes a map of the projects currently under construction.

17. Presentation from City of Santa Cruz Public Works – Taken out of order after Item 19

Chris Schneiter, Santa Cruz County Public Works, gave a presentation on recently completed and planned transportation projects within the City of Santa Cruz. Projects completed last year included road rehabilitation projects with funds secured by the RTC from the federal American Recovery and Reinvestment Act (ARRA). The City also completed the San Lorenzo River

multipurpose bike/pedestrian path under Highway 1 which used porous concrete to minimize drainage issues. Future projects include improvements to the Highway 1/9 interchange, roundabouts in the Wharf area, retrofitting of the Murray St bridge and safety improvements such as left hand turn pockets on Soquel Drive at Park Street.

Jack Nelson said that he supports “green” projects and mentioned that the City of Santa Cruz has a goal in its Climate Action Plan to reduce greenhouse gas emissions by 30% by 2020.

18. Highway 1 projects - status report – Taken out of order after Item 16

Senior Planner Kim Shultz said that progress on the Highway 1 projects is constant and steady. The Highway 1 Auxiliary Lanes project has advanced to the 95% design level with the goal of securing all environmental permits and funding for construction to begin as soon as September/October 2011. The HOV Lanes project continues to progress with a target for release of the Draft Environmental Document for the Fall of 2011.

Commissioner Lane moved and Commissioner Alternate Ziel seconded to accept the report. The motion passed unanimously.

19. Sustainable Transportation Access Rating System (STARS)

Executive Director George Dondero reviewed the STARS process and its application to transportation projects. He emphasized that the STARS focus is to improve transportation accessibility, maximize cost effectiveness and cut transportation climate pollution and energy use. A list of 12 credits was developed over a ten-month period by the STARS Technical Advisory Committee (TAC) for potential application to the Highway 1 corridor. The *STARS Pilot Project Application Manual* was developed by the STARS TAC and presented to the Commissioners for their review. If the Commission chooses to apply the credits to the HOV Lane project, the project could be submitted for STARS Pilot Project certification.

Commissioners questioned whether applying the STARS credits could interfere with the timeline developed for the project. It was noted that some of the recommended STARS strategies coincide with goals the RTC already has for the project.

Mr. Dondero assured Commissioners that applying STARS credits would be a parallel strategy to the Environmental Impact Report (EIR) and would not interfere with the project timeline. He said that STARS would help quantify goals and that the RTC could be applying criteria as the project is developed.

He added that there have been discussions about doing something similar with the RTP update.

Jack Nelson said that he hopes that STARS and the EIR process will consider alternatives to highway widening as a means of providing transportation accessibility and that he doesn't think there is enough emphasis on alternative modes of travel.

Commissioner Leopold moved and Commissioner Lane seconded to accept the staff recommendations that the Regional Transportation Commission (RTC):

1. Accept the STARS *Pilot Project Application Manual* with the 12 credits selected by the RTC-approved Technical Advisory Committee;
2. Authorize the Executive Director to execute a contract with the North American Sustainable Transportation Council for the purpose of applying principles, strategies and programs as identified through the STARS Pilot Project Application Manual to the Highway 1 corridor.

The motion passed unanimously.

20. Comprehensive Transportation Tax Swap Proposal

Senior Planner Rachel Moriconi reviewed the "fuel tax swap" approved by the state legislature in March. However, the tax was invalidated in the November elections with the passages of Propositions 26 and 22. These propositions reversed the "fuel tax swap" putting state funding for transit, local streets and roads, and highway projects at risk. A coalition of public and private transportation stakeholders developed a comprehensive tax swap proposal to address the impacts of Propositions 22 and 26 and provide the same level of funding for transportation projects as promised under the original "fuel tax swap

Commissioner Leopold moved and Commissioner Coonerty seconded to approve the staff recommendations that the Regional Transportation Commission (RTC) support the comprehensive transportation tax swap proposal to address impacts of Propositions 22 and 26 on transportation funds previously established as part of the "fuel tax swap" (AB X8 6 and AB X8 9).

The motion passed unanimously.

21. Review of items to be discussed in closed session

The Commission adjourned into closed session at 10:45 am.

CLOSED SESSION

22. Annual Performance Review for Executive Director pursuant to Government Code 54957
23. Conference with Labor Negotiators Pursuant to Government Code 54957.6

Commission Negotiators: George Dondero and Yesenia Parra

Bargaining Units: Mid-Management Unit and General Representation Unit

OPEN SESSION

24. Report on closed session

The meeting reconvened into open session at 11:17 am. There was nothing to report.

25. Adjourn to special meeting of the Service Authority for Freeway Emergencies

a. No agenda items this month

26. Next Meetings

The meeting adjourned at 11:19 am.

There is no Transportation Policy Workshop scheduled for January 2011.

The next SCCRTC meeting is scheduled for Thursday, February 3, 2011 at 9:00 a.m. at the Watsonville City Council Chambers, 275 Main St., Watsonville, CA.

Respectfully submitted,

Gini Pineda, Staff

ATTENDEES

Chris Schneiter	City of Santa Cruz Public Works
Mark Dettle	City of Santa Cruz Public Works
Les White	SCMTD
Bonnie Morr	UTU
Jack Nelson	Community member
Dan Herron	Caltrans
Rahn Garcia	County Counsel

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: February 25, 2011
TO: Board of Directors
FROM: Angela Aitken, Finance Manager & Acting Assistant General Manager
SUBJECT: STATUS REPORT OF ACTIVE GRANTS AND SUBMITTED GRANT PROPOSALS FOR FEBRUARY 2011

I. RECOMMENDED ACTION

This report is for informational purposes only. Active grants and grant proposals are current as of February 16, 2011. No action is required.

II. SUMMARY OF ISSUES

- Santa Cruz METRO relies upon grant funding from other agencies for more than 25% of its FY11 operating revenue and over 95% of its FY11 capital funding.
- A list of Santa Cruz METRO's active grants (Attachment A) and a list of grant proposals for new funds (Attachment B) are provided monthly in order to apprise the Board of the status of grants funding.
- Santa Cruz METRO has active grant awards totaling \$37,662,287.
- Items in **bold** on Attachments A and B depict changes from last month's report.
- A new grant funding source has been found in the FTA 5322 program and Santa Cruz METRO staff is preparing a \$50,000 project proposal for the Innovative Workforce Development program.

III. DISCUSSION

Santa Cruz METRO relies upon grants from a number of other entities throughout the year for more than 25% of its FY11 operating revenue and over 95% of its FY11 capital funding. Programs such as the Transportation Development Act (TDA) and the Federal Transit Administration (FTA) urbanized area program annually allocate funds by formula while others such as the Monterey Bay Unified Air Pollution Control District's AB2766 Motor Vehicle Emissions Reduction Program and the California Department of Transportation (Caltrans) discretionary planning grants are competitively awarded based on merit. Santa Cruz METRO relies on both formula and discretionary grant revenue to support its operating and capital budgets.

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

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

IV. FINANCIAL CONSIDERATIONS

Active grant awards for operating and capital projects total \$37,662,287. The annual application cycle has begun for routine formula funding for FY11 rural transit assistance, Transit Security Grants, Transportation Development Act and State Transit Assistance funds.

A new grant funding source has been found in the FTA 5322 program. Santa Cruz METRO staff is preparing a project proposal for approximately \$50,000 in the Innovative Workforce Development program.

V. ATTACHMENTS

Attachment A: Santa Cruz METRO Active Grants Status Report as of February 16, 2011

Attachment B: Santa Cruz METRO Grant Applications as of February 16, 2011

Staff Report prepared by Tove Beatty and Thomas Hiltner, Grants/Legislative Analysts

Date Prepared: February 18, 2010

Attachment A

Santa Cruz METRO Active Grants as of February 16, 2011

#	Grant	Description	\$ Grant Awarded	\$ Grant Balance	Funding Source	Grant Status
1	Smartcard Farebox; ParaCruz Vans; IT Upgrades; Operating Assistance	Upgrade dispatch, scheduling and customer information software; purchase 27 replacement paratransit vans; purchase new fareboxes with magnetic card readers; operating assistance.	\$ 4,909,939	\$ 2,499,322	Federal Transit Administration (FTA) 5307 American Recovery and Reinvestment Act (ARRA) funds	Project funding from ARRA through FTA urbanized area formula program. Santa Cruz METRO has received and installed fareboxes; is installing ticket vending machines; will receive paratransit vans by 1/21/11 and expects to complete the Giro/Hastus roll-out by early 2012.
2	Smartcard Farebox	Purchase new fareboxes with magnetic card readers.	\$ 267,464	\$ 267,464	California Department of Transportation (Caltrans 5311) ARRA funds	Project funding through Caltrans (FTA 5311) rural operating assistance program contributes to Smartcard farebox procurement. Santa Cruz METRO awarded contract to GFI for new fareboxes on 6/15/10. Grant to be closed by 3/31/11. Project complete. Grant closed out 2/2/11 w/ FTA.
3	UCSC Vans	Pass-through funding to UCSC for new paratransit vans	\$ 125,000	\$ 7,309	FTA 5307 ARRA funds passed from Santa Cruz METRO to UCSC	Fareboxes installed, this grant will be closed-out with the final contract expenditure.
4	Smartcard Farebox	Purchase new fareboxes with magnetic card readers.	\$ 475,000	\$ 75,899	FTA 5309 Bus and Bus Facilities Program	Received CTC funding; project kick-off meetings commenced week of 2/7/11; official kick-off is 4/1/11.
5	Bus Stop Improvements	Improve bus stops in Santa Cruz METRO service area	\$ 500,000	\$ 500,000	Caltrans from State Transportation Improvement Program (STIP)	Moore and Associates selected as consultant for planning study to commence 2/15/11.
6	CT Transit Planning-- Watsonville	18-month transit planning study of Watsonville service as subrecipient of MPO (AMBAG).	\$ 100,000	\$ 100,000	Caltrans (FTA 5304)	Signed agreement and forwarded to Air District; project to be completed with capital funds on hand.
7	FY11 AB2766	For second CNG storage tank at Bus Fueling and Service facility.	\$ 200,000	\$ 200,000	AB2766 Monterey Bay Unified Air Pollution Control District (Air District) AB 2766 Motor Vehicle Emissions Reduction Program	Received Notice of Award on 10/4/11.
8	FY10 Discretionary Bus/Facilities Program	Proposal for 12 new CNG buses from FTA discretionary grant program.	\$ 4,830,600	\$ 4,830,600	FTA 5309 Bus & Bus Facilities/State of Good Repair Program	County received \$500K for Prop. 84 Sustainable Communities' Planning Grant Program for a project entitled "The Santa Cruz County Sustainable Community and Transit Corridors Plan" on December 6, 2010.
9	Prop 84 Challenge Grant	Discretionary grant proposals for planning/zoning of unincorporated areas (Live Oak, Soquel Dr. corridor) w/ County of Santa Cruz; and sustainable growth communities grant w/ AMBAG. All need METRO as a partner.	\$ 10,000	\$ 10,000	Funding from Proposition 84 Planning Grants from the State of California Strategic Growth Council	Dispatch console purchased. Board approved \$164,000 contract award to Ojo for video surveillance project on 12/17/10 and \$530,000 contract with Day Wireless for fleet mobile radio upgrade on 1/28. \$ Grant Balance as of 2/8/11. Expires 3/31/11.
10	Dispatch, Surveillance, Radio	Replace dispatch console, install video surveillance and upgrade the fleet mobile radio system (LMR).	\$ 440,505	\$ 316,243	FY08 California Transit Security Grant Program (CTSGP) funds from California Emergency Management agency (Cal EMA)	Dispatch console purchased. Board approved \$164,000 contract award to Ojo for video surveillance project on 12/17/10 and \$530,000 contract with Day Wireless for fleet mobile radio upgrade on 1/28. \$ Grant Balance as of 2/8/11. Expires 3/31/12.
11	Comprehensive Security & Surveillance	Continue video surveillance and LMR upgrade.	\$ 440,505	\$ 440,505	FY09 CTSGP funds from Cal EMA	Not received. CA Treasurer sold general obligation bonds on 11/19 and 11/23 to fund advance payment for the project, but the date of payment is yet unknown. \$ Grant Balance as of 2/8/11. Expires 3/31/13.
12	Comprehensive Security & Surveillance	Continue video surveillance, LMR upgrade and install emergency generator.	\$ 440,505	\$ -	FY10 CTSGP funds from Cal EMA	

Attachment A

Santa Cruz METRO Active Grants as of February 16, 2011

#	Grant	Description	\$ Grant Awarded	\$ Grant Balance	Funding Source	Grant Status
13	FY11 Operating Assistance	FY11 Transportation Development Act (TDA) revenue for public transit operations.	\$ 5,001,737	\$ 2,531,671	State Controller's Office (SCO) through Santa Cruz County Regional Transportation Commission (SCRTC)	On 11/4, SCRTC made an additional allocation of \$27,259 in FY11 TDA funds. Grant funds are paid quarterly.
14	FY10 Operating Assistance	Operating Assistance	\$ 4,898,314	\$ 4,898,314	FTA 5307 urbanized area formula funds and Small Transit Intensive Cities (STIC) funds for Operating.	FY10 transit operations completed 6/30/10. The grant was amended 1/26/11, and funds will be available for drawdown after the amendment is executed.
15	FY10 Rural Operating Assistance	Operating assistance for public transit service in rural areas of Santa Cruz County.	\$ 156,618	\$ -	Caltrans (FTA 5311)	Invoice for completed project submitted to Caltrans 2/2/11. Reimbursement anticipated by 3/9/11.
16	FY09 Operating/MetroBase const.	Operating Assistance and MetroBase construction funding.	\$ 4,753,504	\$ 1,108,062	FTA 5307 urbanized area formula funds and Small Transit Intensive Cities (STIC) funds for MetroBase construction.	FY09 transit operations were completed 6/30/09. MetroBase construction funds to be drawn down after State funds expended. No expiration.
17	MetroBase Development	MetroBase design, and construction. As of 9/15/10, funding from multiple years is reported within this single project rather than separately.	\$ 6,884,929	\$ 490,352	FY08, 09 funds from Prop. 1B Public Transportation Modernization and Service Enhancement Account (PTMISEA) through Caltrans	FY08, FY09 PTMISEA funds are being spent on MetroBase development. November bond sales yielded only \$78M for FY10 statewide obligations of \$339M. Santa Cruz METRO will likely not receive the FY10 allocation until the next bond sale. \$ Grant balance as of 1/31/11.
18	Pacific Station Land	Purchase land for Pacific Station (Metro Center) renovation.	\$ 884,000	\$ 0	California Department of Transportation (Caltrans) Traffic Congestion Relief Program.	Environmental remediation of 425 Front Street anticipated to be completed in February. Reimbursement request for remaining grant funds submitted 1/26/11. \$ Grant balance as of 1/26/11. Expires 6/30/13.
19	Pacific Station Land	Purchase Greyhound property for Pacific Station (Metro Center) renovation	\$ 1,457,667	\$ 37,667	FY05 FTA 5309 Bus and Bus Facilities program - legislative earmark.	Environmental remediation of 425 Front Street anticipated to be completed in February. Renovation has begun at Metro Center to modify the customer service area for the Greyhound Ticket Agent. \$ Grant balance as of 12/21/10.
20	Pacific Station Design Engineering	Contract architectural and engineering services for Pacific Station expansion and renovation	\$ 396,000	\$ 396,000	FY06 FTA 5309 Bus and Bus Facilities program - legislative earmark.	On hold pending Greyhound property decontamination and recovery of the real estate market. No expiration.
21	Pacific Station Design Engineering	Contract architectural and engineering services for Pacific Station expansion and renovation	\$ 490,000	\$ 490,000	FY08 FTA 5309 Bus and Bus Facilities program - legislative earmark.	On hold pending Greyhound property decontamination and recovery of the real estate market. No expiration.
Total			\$ 37,662,287	\$ 19,199,408		

Attachment B

Santa Cruz METRO Grant Applications as of February 16, 2011

#	Application Date	Grant	Description	\$ Grant	Funding Source	Status of Award
1	3/30/2011	Caltrans CBTP Grant	Discretionary grant.	\$ 99,000	State of California	Developing proposal with County for sustainability along major transit corridors which dovetails with their planning efforts for transit oriented development in unincorporated areas.
2	1/01/2011	FTA Innovative Workforce Development	Training for YMU staff on CNG buses, plus related travel, etc.	~\$50,000	FTA-2011-009-TRI (Section 5322)	Proposal in development for workforce training.
3	1/31/2011	FY11 Rural Operating Assistance	Operating assistance for public transit service in rural areas of Santa Cruz County.	\$ 156,312	Caltrans (FTA 5311)	Application submitted 1/26/11.
4	3/15/2011	FY11 Transit Security Project	Santa Cruz METRO security fencing and video surveillance projects	\$ 440,505	FY11 CTSGP funds from CalEMA	BOD consideration of a resolution authorizing a grant application and designating an Authorized Agent requested at the 2/25/11 meeting. Funds will expire 3/31/14 according to the guidelines.
5	6/1/2011	FY11 PTMISEA	FY11 Public Transportation Modernization Improvement and Service Enhancement Activity (PTMISEA) funding for MetroBase Operations Building.	TBD	FY11 PTMISEA funds from Caltrans Division of Mass Transit	Due to suspension of the spring bond sale, Caltrans postponed submission of the FY11 allocation requests until 6/1/11. FY11 allocation to Santa Cruz METRO is estimated at \$11,010,047.
6	4/1/2011	FY12 Operating Assistance	FY12 Transportation Development Act (TDA) and State Transit Assistance (STA) revenue for public transit operations.	TDA & STA	SCCRTC	SCCRTC will provide estimate of FY12 TDA revenue in late February/early March. The FY12 allocation could be slightly more than the FY11 allocation of \$5 million since TDA revenue collection is trending upward. The FY12 STA allocation is \$2,311,643 per the State Controller's Office.
Total				\$ 695,817		

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: February 25, 2011
TO: Board of Directors
FROM: Angela Aitken, Finance Manager & Acting Assistant General Manager
SUBJECT: STATUS REPORTS OF PROPOSED FEDERAL AND STATE LEGISLATION AND CURRENT LEGISLATIVE ISSUES

I. RECOMMENDED ACTION

That the Board of Directors accept and file the status reports of proposed Federal and State legislation and current legislative issues through February 16, 2011.

II. SUMMARY OF ISSUES

- Status reports on Federal House of Representatives' and Senate's proposed legislation and related issues are provided monthly to inform the Board of the status of legislation of interest to Santa Cruz METRO.
- This month's Federal report reflects pertinent legislative activities which occurred January 19, 2011 – February 16, 2011. Firing Congress' productive lame duck session, ending on December 23, 2010, Continuing Resolutions (CRs) were passed to keep government funded at FY 2010 levels until March 4, 2011.
- Status reports on the State Legislature's Assembly's and Senate's legislative issues are provided monthly to inform the Board of the status of State legislation of interest to Santa Cruz METRO.
- This month's reports include updates on relevant legislative issues and reports on pertinent legislation in the new Congress, which resumed session on January 5, 2011, and State Legislature, who returned to Sacramento on January 14, 2011.

III. DISCUSSION

Santa Cruz METRO staff monitors and responds to Federal and State pending legislation on an ongoing basis. The purpose of this report is to inform the Board of Directors of the current status of pending legislation which may be of interest to or have an eventual impact on Santa Cruz METRO and/or the transit industry. The Federal and State Legislation Status Reports are updated monthly for this purpose.

Congressional Continuing Resolutions (CRs) were approved in the lame-duck and extended funding to March 4, 2011. In the last week, budget discussions on the Hill heated up, with both the President and the GOP proposing significant, but different, cuts to please deficit hawks. In the week of February 14, the House began considering a new CR to extend government funding

through September 30, 2011. However, given the GOP's "Pledge to America" to cut \$100 billion from the federal budget *this year*, a seven-month CR (or a partial year's funding) will include these cuts, the content which is as yet undetermined, though can be guessed at by recent Congressional back-and-forth (i.e. de-funding health care legislation, de-funding National Public Radio, de-funding for wide array of government assistance programs, etc.). House leadership announced unlimited amendments will be allowed and, to date, they number above 400. House leaders expected to complete the legislation by February 18, but at the time of this report, that is unlikely. The Senate is in recess until February 28 and will not take up consideration of the CR until the first week of March. Chances are the Senate will not agree to House cuts and will pass a short-term CR in order to negotiate a compromise to extend the CR through the fiscal year.

SAFETEA-LU is also extended to this date and is expected to be extended by another CR while a new long-term act is pursued. Rep. John Mica (R-FL), new chair of the House Committee on Transportation and Infrastructure, is in the midst of a national "listening tour" to gather ideas for a new long-term surface transportation funding bill. In California, Fresno and Los Angeles will host hearings. Senator Boxer will attend the Los Angeles hearings, as her Environment and Public Works Committee on the Senate side will also be taking up the legislation. The President's proposed budget released the week of February 14, includes a 128% net increase to transit funding through formula and competitive grants programs, but large capital grant programs like TIGER and TIGGER have been eliminated, as well as a significant reductions high-speed rail and Amtrak funding and the elimination of New and Small Starts Programs, aside from the current multi-decade waiting list for these projects

Also of note and because of these Continuing Resolutions, only five months of federal formula funding for the current fiscal year are available to apply for. The FTA will not be announcing the availability of competitive discretionary grants funds until the full year amounts are available, which is entirely dependent on the 112th Congress authorizing a full year's funding. Please see Attachment A for other relevant information regarding Federal legislative issues and activity.

After Governor Brown's budget was presented in January, communities around the state are busy protecting redevelopment dollars, and anticipating a painful combination of upcoming cuts. Transit agencies are in the unique position of supporting the Governor's budget in regard to the re-enactment of the gas tax swap and the preservation of the STA program. On the flip side, the Governor's announcement that there would be no bond sales in 2011 (ostensibly to avoid more bond service debt, a major expense) means that there is no anticipated financing to complete the Operations Building capital project. If there are no bond sales in 2011, this funding stream will remain dry until such time that bonds are sold to finance it.

Finally, the California Legislature returned to session on January 14, 2011, so please see Attachment D for information on relevant new State legislation.

IV. FINANCIAL CONSIDERATIONS

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

If the President's budget passes as is (or at least the transportation section), there will be a 128% increase to transit funding, though we do not know at this point what that would look like—formula or discretionary funding.

Though the October 8, 2010 approved State budget appropriated approximately \$16 million in capital funding to Santa Cruz METRO through the PTMISEA program, if there are no bond sales in 2011, the agency will not receive this capital funding until such time that it is available. If the STA Program is preserved in the Governor's budget, increases in the amount of available State Transit Assistance (STA) funding may net up to \$1 million in additional STA in FY 2011.

V. ATTACHMENTS

- Attachment A:** Federal Legislative Issues and Status Report, February 16, 2011
- Attachment B:** Federal House and Senate Bills Status Report, February 16, 2011
- Attachment C:** State of California Legislative Issues and Status Report, February 16, 2011
- Attachment D:** State of California Assembly and Senate Bills Status Report, February 16, 2011

*Staff Report Prepared by: Tove Beatty, Grants/Legislative Analyst
Date Prepared: February 16, 2011*

ATTACHMENT A

Federal Legislative Issues and Status Report February 25, 2011

Current Legislative Issues

House Resolution 5 (H.R. 5)

Update at 1/18/11: In a secret caucus held on January 4th prior to the swearing in of the 112th Congress, House GOP members held an unrecorded vote on a proposed Rules package. In this package (H.R. 5), a separation of the authorization and appropriations processes in regard to infrastructure (such as transit) funding was proposed and accepted by the GOP the next day.

What this means to transit is that, for the first time in decades, the transparency of the authorization process driving the appropriations process is lost. Should the appropriators decide that what has been authorized isn't to their liking, appropriations could be less than authorized funding, particularly in a session focused on deficit reduction by any means possible.

Update at 2/16/11: Still monitoring effects of this House Rule.

Long Term Surface Transportation Act

Update at 1/18/11: The FTA has announced the availability five months of current fiscal year funding (from October 2010-February 2011), as this is all that is approved at this time. It is not anticipated that the FTA will announce the full amounts of available operational funding and competitive, discretionary grants programs (to meet capital needs) until after March 4, 2011 and any decisions made at that time.

Chair Mica has proposed a series of hearings regarding a new long-term Surface Transportation Act, beginning on February 18th and possibly extending through the end of February. Mica is calling this a "listening tour" to gather information and new ideas for the Act. Mica is a proponent of a healthy new long-term transportation act, but he will want financial offsets for any increased spending in order to please the GOP.

Update at 2/16/11: Chair Mica's listening tour is underway and conversations about the contents of a new act are fast and furious. The President's budget looks good for transit in particular, as transit benefits from other major cuts to other modes. High speed rail funding is taking the biggest hit on both sides of the aisle. This conversation, however, is just beginning, and there is much more to come. Stay tuned.

Alternative Fuel Tax Credits (i.e. CNG) or "Tax Extenders"

Update at 1/18/11: A retroactive alternative fuel tax credit (to January 1, 2010) was passed in the lame-duck session and will result in approximately \$500,000 in revenue to Santa Cruz METRO for calendar year 2010. The tax credit extends until the end of federal fiscal year 2011-2012, or until September 30, 2012.

Update at 2/16/11: According to the IRS code, the Alternative Fuel Tax Credit expires as of December 31, 2011, not September 30, 2012. Santa Cruz METRO staff is meeting with

ATTACHMENT A

representatives from Clean Energy, our CNG supplier, in late February and will inquire about advocacy to extend this credit beyond December 2011.

Federal House and Senate Legislation Summary

Congress is solely focused on passing some sort of budget, with the GOP demonstrating their deficit-reducing powers and the Democratic party pushing back with cuts of their own. The President's proposed budget contained some brutal cuts to some significant programming as well. As a result, the only current legislation we are focusing on is the budget fight and the development of a new Long-Term Surface Transportation Act. Staff will be attending the American Public Transportation Association's annual Legislative Conference in Washington DC in March and will report back next month on this event.

Santa Cruz METRO
Federal House and Senate Bills
Status Report
February 16, 2011

Attachment B

Federal Bills House	Subject	Introduced	Status
Long Term Surface Transportation Act (Mica-R-RL)	<p>Currently, Chair Mica is holding field hearings across the country to get input for a new long-term act. Several proposals in the President's budget impact transportation funding concurrent with working on the act. What is known is that Mica is a strong supporter of transit, but is also looking for more creative financing of capital projects, including public-private partnerships, a National Infrastructure Bank and TIFIA loan programs.</p>	TBD	Legislation not introduced yet, will continue to monitor and advocate as necessary.

ATTACHMENT C

State of California Legislative Issues and Status Report February 16, 2011

The Governor's Proposed Budget:

On January 10, Governor Brown unveiled his proposed 2011-2012 State Budget, a painful combination of spending cuts and tax extensions totaling over \$25.4 billion. The proposed budget includes provisions that increase the State Transit Assistance program (STA) to a total of \$329.6 million, compared to \$200 million in fiscal year 2010-2011. For Santa Cruz METRO, if this holds steady, this may mean \$2 million or more in STA revenue each year. The Legislative Analyst's Office (LAO) released a counter-proposal which aimed to deposit all STA revenues into the General Fund. The good news for transit in California is that the new Governor's proposed budget is, so far, in accordance with all of the California Transit Association's funding recommendations and that the Assembly budget subcommittee voted down the LAO's counter-proposal and the Senate budget subcommittee (chaired by Senator Simitian) is expected to do the same shortly.

Proposition 22 & Proposition 26:

Update @ 2/16/11: As discussed in previous months' reports, Proposition 26 negates the "gas tax swap" made earlier this year unless it returns to the Legislature and gets a 2/3rds vote within the next 12 months, which is proposed in the Governor's budget. The Assembly and Senate budget subcommittees support the re-enactment of the gas tax swap. What remains to be seen is if a 2/3rds vote can be arrived at.

The California Legislature

Please see the attached legislative spreadsheet (Attachment D) for bills of interest in the California Legislature. The last day to introduce bills for this session was February 18th.

Santa Cruz METRO
State of California
Assembly and Senate Bills Status Report
February 16, 2011

Attachment D

State Bills Assembly	Subject	Last Amended	Status
Governor's Proposed Budget re: "gas tax swap"	The Governor's proposed budget includes re-enactment of the "gas tax swap" by a 2/3rds vote as required by Proposition 26. The Legislative Analyst's office (LAO) proposed that dedicated transit funding be diverted, again, to the general fund and to cover bond debt service. Budget subcommittee in the Assembly voted to support the Governor. Senate budget subcommittee is expected to do the same during week of February 21. This means approximately \$2 million per year to Santa Cruz METRO in STA funds.	2/14/2011	To be voted on in Senate budget subcommittee, which is expected to vote down the LAO's recommendation and proceed with Gov's budget; Assembly subcommittee voted down LAO's proposal.
AB36 (Perea and Blumenfeld): Income Taxes: Federal Conformity: Health Care and Education Reconciliation Act of 2010	Brings state law into conformity with federal law in regard to adult children up to age 26 being able to obtain coverage on their parents' health coverage and related taxation. This bill intends to bring state law into line with federal law. It affects Santa Cruz METRO's HR and payroll departments in regard to taxes and other deductions on paychecks of individuals with children within the age range eligible for extended coverage.	1/27/2011	Re-referred to Committee on Revenue and Taxation 2/3/11; passed Committee on Appropriations unanimously
AB441 (Monning): State Planning	Requires certain state-mandated planning activities be subject to a new regulation requiring that the development of voluntary guidelines for a regional transportation plan include how local and state agencies can incorporate health issues into local or regional planning for the purpose of ensuring that health needs and opportunities are addressed in such.	None	May be heard in Committee on March 17, 2011.
AB485 (Ma): Local Planning: Transit Village Development Districts	Eliminates the requirement of voter approval for adoption of an infrastructure financing plan, the creation of an infrastructure financing district, and issuance of bonds for which only a district is liable and the issuance of bonds for a transit village development district. At least 20% of bond sales to be used to improve or add lower- to middle-income housing; and to require that all low-income housing be occupied by low-income residents for at least 55 years; 45 years for owner-occupied units. This bill assumes that all transit village developments are environmentally conscious and sustainable and meet or exceed the California Green Building Standards Code.	2/15/2011	Read first time, to print on 2/15/11.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: February 25, 2011

TO: Board of Directors

FROM: Leslie White, General Manager

SUBJECT: 1- CONSIDERATION OF ACCEPTANCE AND APPROVAL OF THE TERMS OF THE COUNTY OF SANTA CRUZ' RIGHT OF ENTRY FOR METRO'S ENTRY ONTO THE EMELINE BUS STOP RELOCATION PROJECT;

2- CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE ANY NECESSARY DOCUMENTS REQUIRED FOR ENTRY ONTO PROPERTIES IN CONNECTION WITH THE CONSTRUCTION, IMPROVEMENT AND/OR REPAIR OF PROPOSED BUS STOPS THROUGHOUT THE COUNTY OF SANTA CRUZ

I. RECOMMENDED ACTION

1- Accept and Approve the Terms of the County of Santa Cruz' Right of Entry for METRO's entry onto the Emeline Bus Stop Relocation Project;
2- Authorize the General Manager to Execute any Necessary Documents Required for Entry onto Properties in Connection with the Construction, Improvement and/or Repair of Proposed Bus stops throughout the County of Santa Cruz.

II. SUMMARY OF ISSUES

- On December 17, 2010 METRO's Board of Directors approved the construction, improvement and/or repair of various Bus Stops using \$500,000.00 in State Transit Improvement Program (STIP) funds via the Santa Cruz County Regional Transportation Commission (SCCRTC).
- On February 1, 2011, METRO received from the County of Santa Cruz a Right of Entry which contains an indemnification provision for the Project identified as the Emeline Bus Stop Relocation, which is one of the bus stop projects.
- It is anticipated that METRO will receive other requests for indemnification from the other property owners in connection with this Project.
- METRO's Board of Directors should decide whether or not it wishes to approve each separate request for indemnification as the Project proceeds or authorize the General Manager to execute such indemnification agreements without further review by the METRO Board of Directors.

III. DISCUSSION

On December 17, 2010 METRO's Board of Directors identified specific locations for the construction, improvement and/or repairs of various bus stops throughout the County of Santa

Cruz using \$500,000.00 in STIP funds, hereinafter referred to as “the Project.” The December 17, 2010 staff report, excluding its attachments, is attached as Attachment A for reference.

After receiving Board of Director authority to proceed with the Project, METRO staff contacted the County of Santa Cruz to begin work on the Emeline Bus Stop Relocation. On February 1, 2011, METRO received a Right of Entry for the Emeline Bus Stop Relocation which has been executed by the County of Santa Cruz Director of Public Works and the Chief Real Property Agent. A copy of the executed Right of Entry is attached as Attachment B for the Board’s review. The Right of Entry grants permission to METRO, its contractor and authorized agents to enter the property to construct improvements for the purpose of relocating a bus stop pad and installing a new enclosed bus stop. The Right of Entry also contains a requirement that METRO defend, indemnify and hold harmless the Grantors of the property from and against all claims, damages, losses, and suits for injuries to persons or property arising from or caused by the Emeline bus Stop Relocation.

It has been the standard practice that METRO staff obtain Board of Director approval whenever an indemnification clause is contained in any contract or agreement. It is recommended that the Board of Directors accept and approve the terms and conditions of the Right of Entry as set forth by the County of Santa Cruz in the Right of Entry for the Emeline Bus Stop Relocation. By accepting these terms, METRO staff can proceed with the Project.

It is anticipated that METRO will receive other similar indemnification requests from other property owners in connection with this Project as METRO will be conducting similar activities as it works on each identified bus stop. The owners will be requesting that METRO indemnify the owners, should there be any claims, damages, losses and suits for injuries, including death, to any person or property arising from the project, similar to the request from the County of Santa Cruz. Although there is no requirement for METRO to execute this Right of Entry, METRO may receive other documents in the future regarding the project that would require METRO’s signature, such as an indemnification agreement.

The Board of Directors is also being asked to decide whether it would prefer to review each separate request for indemnification before authorizing the General Manager to execute any documents relating to this Project, or whether it prefers to authorize the General Manager to execute these Agreements, as METRO receives them.

IV. FINANCIAL CONSIDERATIONS

There is no cost or fee for the actual entry onto the Project properties. Should any liability occur as a result of METRO’s entry onto the properties, METRO would be financially responsible for any loss incurred.

V. ATTACHMENTS

Attachment A: December 17, 2010 Staff report excluding Attachments

Attachment B: Executed Right of Entry from the County of Santa Cruz,
Department of Public Works – Attached photo of project site

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: December 17, 2010

TO: Board of Directors

FROM: Angela Aitken, Finance Manager & Acting Assistant General Manager

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

I. RECOMMENDED ACTION

That the Board of Directors consider approving the construction, improvement and repair of proposed county-wide bus stops for their construction, improvement and repair using \$500,000 in State Transit Improvement Program funds via the Santa Cruz County Regional Transportation Commission (SCCRTC).

II. SUMMARY OF ISSUES

- Santa Cruz METRO received \$500,000 in approved State Transit Improvement Program (STIP) capital project dollars for an automatic traveler information system, which was programmed into the Regional Transportation Plan (RTP) by the Santa Cruz County Regional Transportation Commission (SCCRTC) in FY08.
- In 2009, Santa Cruz METRO staff addressed the purpose of the original STIP project via the use of “Google Transit” and requested that the STIP capital funds be reprogrammed to needed bus stop construction, repairs and improvements.
- On December 7, 2009, SCCRTC assisted Santa Cruz METRO in reprogramming the funds and received California Transportation Commission (CTC) approval. Santa Cruz METRO has until June 2011 to obtain an allocation of funds.
- Since CTC awards STIP funds on a “first come, first served” basis and expenditure must commence within six months, Santa Cruz METRO is applying for a January 2011 allocation with plans to start the project in May 2011 with a end date of June 30, 2012.
- Design of the bus stop improvement project included extensive outreach to: SCCRTC’s Elderly and Disabled Transit Advisory Committee (E&D TAC) and Interagency Technical Advisory Committee (ITAC); Santa Cruz METRO’s Bus Stop Advisory Committee (BSAC); representatives from the United Transportation Union (UTU) and Service Employees International Union (SEIU); and, the general public.

Attachment A

Board of Directors
Board Meeting of December 17, 2010
Page 2

- Santa Cruz METRO staff compiled its original master list of repairs from multiple lists representing many years of SCCRTC, Santa Cruz METRO, UTU, SEIU, BSAC and public input and has omitted stops that may become inactive due to potential service cuts.
- Staff recommends approving the attached list (**Attachment A**) of recommended construction, improvements and repairs using \$500,000 in STIP funds and the second list (**Attachment B**) of recommended repairs made with Santa Cruz METRO labor and recycled bus stop equipment in order to equitably distribute an equal number of bus stop construction, repairs and improvements across all five County districts.
- As the project is implemented, staff anticipates that there may be some challenges. If repairs to a selected stop cannot be made for any reason, staff recommends referring to the list in **Attachment D** to select another stop in the same district (if possible) for allowable improvements and/or repairs.

III. DISCUSSION

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

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

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

In viewing **Attachments A and B** which list the recommended repairs and improvements, the far left column indicates which group(s) initially recommended the stop. Staff then omitted stops

Attachment A

Board of Directors
Board Meeting of December 17, 2010
Page 3

that may become inactive due to potential service cuts. In the course of outreach, staff received a detailed letter from E&D TAC with requests for targeted construction and improvements. Staff took photos of all suggested locations and nearby bus stops and presented potential repairs and improvements eligible for these funds at the August 2010 E&D TAC meeting.

In addition to attending the August and October E&D TAC meetings, staff also presented the project to ITAC at their November meeting, attended three BSAC meetings and responded to all public suggestions and requests for information. A BSAC meeting for final input and comments was held on December 2, 2010, with all parties invited and provided with final drafts of the suggested lists of improvements prior to the meeting.

The attached list of recommended construction improvements using \$500,000 in STIP funds (**Attachment A**) is accompanied by a second list of recommended repairs (**Attachment B**) made with Santa Cruz METRO workforce labor and recycled bus stop equipment in order to equitably distribute an equal number of bus stop construction, repairs and improvements across all five County districts. As the project is implemented, staff anticipates that there may be some challenges and, if repairs to a selected stop cannot be made for any reason, will refer to the list in **Attachment D** to select another stop in the same district (if possible) for allowable improvements and/or repairs.

In regard to the project in its entirety, Santa Cruz METRO is a self-permitting agency under Section 23 of the Code of Federal Regulations Chapter 771.117(b)(8), and is exempt from filing environmental documents in regard to, "installation of fencing, signs, pavement markings, small passenger shelters. . .where no substantial land acquisition or traffic disruption will occur." Nonetheless, staff will work with local public works' departments in each jurisdiction to let them know well in advance of any work being scheduled.

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

Staff recommends approving the attached list (**Attachment A**) of recommended construction, improvements and repairs using \$500,000 in STIP funds and the second list (**Attachment B**) of recommended repairs made with Santa Cruz METRO labor and recycled bus stop equipment in order to equitably distribute an equal number of bus stop construction, repairs and improvements across all five County districts.

As the project is implemented, staff anticipates that there may be some challenges. If repairs to a selected stop cannot be made for any reason, staff recommends referring to the list in **Attachment D** to select another stop in the same district (if possible) for allowable improvements and/or repairs.

Attachment A

Board of Directors
Board Meeting of December 17, 2010
Page 4

IV. FINANCIAL CONSIDERATIONS

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

V. ATTACHMENTS

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

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

Attachment C: Bus Stop Improvements Map

Attachment D: Repairs on Hold List

*Staff Report prepared by: Tove Beatty, Grants/Legislative Analyst
Date prepared: December 7, 2010*

Attachment B

RIGHT OF ENTRY

Situs: 1400 Emeline
APN: 060-311-20

Date: February 1, 2011
Project: **Emeline Bus Stop Relocation**

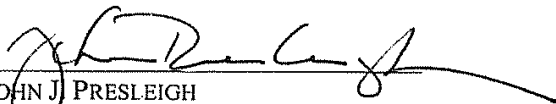
Santa Cruz Metropolitan Transit District
Maintenance Division
110 Vernon Street
Santa Cruz, California 95060

Permission is hereby granted to the Santa Cruz Metropolitan Transit District, its contractors and/or authorized agents, to enter and bring the necessary workers, tools and equipment onto the property of the undersigned, where necessary, for the purpose of relocating a bus stop pad and installing a new enclosed bus stop, located on Emeline Street adjacent to 915 Emeline, as shown on the attached plan.

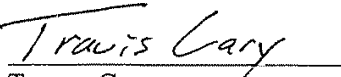
It is understood and agreed that the District shall have the right to trim any vegetation as necessary to construct the improvements, but that the premises will be left in a clean and orderly condition and that any existing improvements located on the Grantor's property that may have been disturbed or removed during the course of the work will be restored or replaced in kind.

It is further understood and agreed that excepting the sole negligence of the Grantors of said property and excepting defects in the premises which existed as of the date of the execution of this agreement for which this indemnification was requested, the Santa Cruz Metropolitan Transit District shall defend, indemnify, and hold Grantors of said property harmless from and against all claims, damages, losses, and suits for injuries, including death, to any person or property arising from or caused by the District's above named project.

COUNTY OF SANTA CRUZ


JOHN J. PRESLEIGH
Director of Public Works

RECOMMENDED FOR APPROVAL:


TRAVIS CARY
Chief Real Property Agent

Grantor(s)
County of Santa Cruz
Department of Public Works
Attn: Real Property Section
701 Ocean Street Rm 410
Santa Cruz, CA 95060

D:\Docs\TRANSIT\Transit District\Bus Stop R-E doc

5-8.b1

Attachment B

APN 060-311-20



Concrete Pad: 9'x11'
Shelter: 5'x10'
Not to scale

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

January 14, 2011

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, January 14, 2011 at the District's Administrative Office located at 110 Vernon Street in Santa Cruz, California.

Vice Chair Robinson called the meeting to order at 9:35 a.m.

SECTION 1: OPEN SESSION

1. ROLL CALL:

DIRECTORS PRESENT

Hilary Bryant
Dene Bustichi
Daniel Dodge
Ron Graves
Donald Hagen
Michelle Hinkle
John Leopold
William Neighbors
Ellen Pirie
Lynn Robinson
Ex-Officio Donna Blitzer

DIRECTORS ABSENT

Mark Stone

STAFF PRESENT

Ciro Aguirre, Operations Manager
Angela Aitken, Acting AGM/Finance
Manager
Bob Cotter, Maintenance Manager
Frank Cheng, MB Project Manager
Mary Ferrick, Fixed Route Superintendent

Margaret Gallagher, District Counsel
Debbie Kinslow, Asst Finance Manager

Robyn Slater, Human Resources Manager
April Warnock, Paratransit Superintendent
Les White, General Manager

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

John Daugherty, SEA
Manny Martinez, PSA
Eduardo Montesino, UTU
Bonnie Morr, UTU
Will Regan, VMU

2. ORAL AND WRITTEN COMMUNICATION TO THE BOARD OF DIRECTORS

Written:

- a. Vince Waskell, Valley Women’s Club Re: Bus stop
Leslie R. White reported that the issue referenced in the letter had been resolved.

Oral:

None.

3. LABOR ORGANIZATION COMMUNICATIONS

Bonnie Morr, UTU, Will Regan, VMU, Manuel Martinez, PSA, and John Daugherty, SEA, all welcomed the new Directors.

4. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

Leslie R. White said he had received a letter from the US Census Bureau that said the proposed Urbanization Zone agglomerations were not going to be implemented in Santa Cruz and Monterey counties.

Angela Aitken distributed a copy of her Resource Allocation presentation.

CONSENT AGENDA

5-1. CONSIDERATION OF TORT CLAIMS: REJECT THE CLAIM OF HELEN BRADLEY, #10-0039

ACTION: MOTION: DIRECTOR PIRIE SECOND: DIRECTOR HAGEN

Approve the Consent Agenda.

Motion passed unanimously with Director Stone being absent.

REGULAR AGENDA

6. CONSIDERATION OF:

- 1) NOMINATION OF DIRECTORS TO SERVE AS BOARD OFFICERS**
- 2) NOMINATIONS FOR APPOINTMENTS TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR 2011**

Vice Chair Robinson asked for nominations for Board Chair. Director Hagen nominated Ellen Pirie as Board Chair. Director Pirie said that she would be willing to stay on only if Lynn Robinson agreed to stay at Vice Chair. Director Neighbors nominated John Leopold for Chair.

Vice Chair Robinson asked for nominations for Vice Chair. Director Bustichi nominated Lynn Robinson as Vice Chair.

Chair Pirie suggested that the Board leave the Highway Construction Authority appointments vacant until needed.

MOTION: DIRECTOR PIRIE SECOND: DIRECTOR DODGE

Leave appointments to the Highway Construction Authority vacant until needed.

Motion passed unanimously with Director Stone being absent.

Vice Chair Robinson asked for nominations for the Santa Cruz County Regional Transportation Commission. Chair Pirie nominated Dene Bustichi, Lynn Robinson and Donald Hagen for SCCRTC Commissioners, and Ron Graves, Daniel Dodge and Michelle Hinkle as Alternate SCCRTC Commissioners. Director Leopold nominated Daniel Dodge for SCCRTC Commissioner.

7. CONSIDERATION OF THE RESOURCE ALLOCATION PRESENTATION AND DISCUSSION OF THE REVISED PROJECTED FY11 AND FY12 BUDGETS

Summary:

Angela Aitken presented the status of the METRO Budget and answered questions about district finances.

8. ORAL ANNOUNCEMENT: THE NEXT REGULARLY SCHEDULED BOARD MEETING WILL BE HELD FRIDAY, JANUARY 28, 2011 AT 9:00 A.M. AT THE SANTA CRUZ CITY COUNCIL CHAMBERS LOCATED AT 809 CENTER STREET, IN SANTA CRUZ
Presented By: Chair Pirie

9. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION: District Counsel
Margaret Gallagher said the Board would have a conference with its Legal Counsel regarding the claim of Nesly Pacheco; and that in the Special meeting that follows the Board would have a conference with its Labor Negotiator.

10. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION
None

SECTION II: CLOSED SESSION

Chair Pirie adjourned to Closed Session at 10:52 a.m. and reconvened to Open Session at 11:41 a.m.

SECTION III: RECONVENE TO OPEN SESSION

17. REPORT OF CLOSED SESSION

Margaret Gallagher stated that there was no reportable action taken in Closed Session.

ADJOURN

There being no further business, Chair Pirie adjourned the meeting at 11:42 a.m.

Respectfully submitted,

ANTHONY TAPIZ
Administrative Services Coordinator

DRAFT

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

January 28, 2011

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, January 28, 2011 at the Santa Cruz City Council Chambers, 809 Center Street, Santa Cruz, CA.

Chair Pirie called the meeting to order at 9:05 a.m.

SECTION 1: OPEN SESSION

1. ROLL CALL:

DIRECTORS PRESENT

Hilary Bryant
Dene Bustichi
Daniel Dodge
Donald Hagen
Michelle Hinkle
John Leopold
Ellen Pirie
Mark Stone
Lynn Robinson
Ex-Officio Donna Blitzer

DIRECTORS ABSENT

William Neighbors

STAFF PRESENT

Angela Aitken, Acting AGM/Finance Manager
Bob Cotter, Maintenance Manager
Frank Cheng, MB Project Manager
Mary Ferrick, Fixed Route Superintendent
Margaret Gallagher, District Counsel

Debbie Kinslow, Asst Finance Manager

Robyn Slater, Human Resources Manager
April Warnock, Paratransit Superintendent
Les White, General Manager

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

John Daugherty, SEA
Manny Martinez, PSA
Eduardo Montesino, UTU
Bonnie Morr, UTU
Madelyn McCaul
Steve Pleich

Will Regan, VMU
Amy Weiss, Spanish Interpreter
Bob Simmons, CDX Wireless
Brian King, Cabrillo College
Dennis Bailey-Fougner, Cabrillo College

2. **ORAL ANNOUNCEMENT:** AMY WEISS WILL BE AVAILABLE FOR SPANISH LANGUAGE INTERPRETATION DURING "ORAL COMMUNICATIONS" AND FOR ANY OTHER AGENDA ITEM FOR WHICH THESE SERVICES ARE NEEDED

CONSIDERATION OF:

3. ~~DE~~LECTION OF DIRECTORS TO SERVE AS BOARD OFFICERS

.....**2) 5 PPOINTMENTS TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR 2011**.....

Director Pirie announced that the current nominees for Chair are John Leopold and Ellen Pirie and asked if there were any more nominations. Mark Stone nominated Lynn Robinson for Chair. Director Stone explained why he nominated Lynn Robinson. Director Robinson explained why she could not accept the nomination. Director Graves nominated Ellen Pirie for Chair. Director Pirie closed the nomination• .

MOTION: DIRECTOR GRAVES SECOND: DIRECTOR BUSTICHI

Elect Ellen Pirie as Chair.

Motion passed unanimously.

Chair Pirie nominated Lynn Robinson as Vice Chair.

Director Dodge nominated John Leopold as Vice Chair. The was no second for the motion.

MOTION: DIRECTOR BUSTICHI SECOND: DIRECTOR GRAVES.

Elect Lynn Robinson as Vice Chair

Motion passes with Directors Stone and Dodge voting no.

Chair Pirie read the slate of nominations for the Santa Cruz County Regional Transportation Commission: Dene Bustichi, Lynn Robinson, and Donald Hagen

Director Stone said that Director Hagen deserved to be on the Commission, and that it was important to have more South County representation on the SCCRTC.

MOTION: DIRECTOR GRAVES SECOND: DIRECTOR LEOPOLD

Appoint Dene Bustichi, Lynn Robinson, and Donald Hagen as Commissioners to the Santa Cruz County Regional Transportation Commission

Motion passes with Directors Dodge, Leopold and Stone voting no.

Chair Pirie read the slate of nominations for the Santa Cruz County Regional Transportation Commission: Ron Graves, Daniel Dodge, and Michelle Hinkle.

MOTION: DIRECTOR PIRIE SECOND: DIRECTOR BUSTICHI

Appoint Ron Graves, Daniel Dodge, and Michelle Hinkle as Alternate Commissioners to the Santa Cruz County Regional Transportation Commission

Motion passes unanimously.

Chair Pirie suggested that the Board defer appointing representatives to the Highway Construction Authority until needed.

4. ORAL AND WRITTEN COMMUNICATION TO THE BOARD OF DIRECTORS
5. LABOR ORGANIZATION COMMUNICATIONS
6. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

CONSENT AGENDA

- 7-1. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS FOR THE MONTH OF OCTOBER 2010
- 7-2. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORTS FOR OCTOBER 2010 AND APPROVAL OF BUDGET TRANSFERS
- 7-3. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS FOR THE MONTH OF NOVEMBER 2010
- 7-4. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORTS FOR NOVEMBER 2010 AND APPROVAL OF BUDGET TRANSFERS
- 7-5. ACCEPT AND FILE PARACRUZ OPERATIONS STATUS REPORT FOR THE MONTH OF NOVEMBER 2010
- 7-6. ACCEPT AND FILE RIDERSHIP AND PERFORMANCE REPORT FOR NOVEMBER 2010
- 7-7. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR NOVEMBER 2010
- 7-8. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ MONTHLY SERVICE REPORT FOR NOVEMBER 2010
- 7-9. APPROVE REGULAR BOARD MEETING MINUTES OF DECEMBER 17, 2010

- 7-10. ACCEPT AND FILE MINUTES REFLECTING VOTING RESULTS FROM APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR PREVIOUS MEETINGS
- 7-11. ACCEPT AND FILE STATUS REPORT OF ACTIVE GRANTS AND SUBMITTED GRANT PROPOSALS FOR JANUARY 2011
- 7-12. ACCEPT AND FILE STATUS REPORT OF FEDERAL AND STATE LEGISLATION AND CURRENT LEGISLATIVE ISSUES
- 7-13. CONSIDERATION OF ADOPTING A RESOLUTION AUTHORIZING THE EXECUTION OF CERTIFICATIONS AND ASSURANCES AND DESIGNATING THE GENERAL MANAGER AS THE AUTHORIZED AGENT TO EXECUTE ACTIONS NECESSARY TO RECEIVE PUBLIC TRANSPORTATION, MODERNIZATION, IMPROVEMENT AND SERVICE ENHANCEMENT ACCOUNT (PTMISEA) FUNDS ON BEHALF OF SANTA CRUZ METRO
- 7-14. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE AN AMENDMENT TO THE CONTRACT WITH THE LAW OFFICES OF MARIE F. SANG FOR LEGAL SERVICES IN THE AREA OF WORKERS' COMPENSATION TO EXTEND THE TERM OF THE CONTRACT FOR ONE (1) ADDITIONAL YEAR.
- 7-15. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A ONE YEAR CONTRACT RENEWAL FOR FURNISHING HEAVY DUTY COACH AND AUTOMOTIVE BATTERIES WITH BATTERIES USA, INC. FOR AN AMOUNT NOT TO EXCEED \$25,000
- 7-16. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE AN AMENDMENT TO THE CONTRACT WITH SC FUELS FOR DELIVERY OF ULTRA-LOW SULFUR DIESEL FUEL FOR AN AMOUNT NOT TO EXCEED \$1,500,000
- 7-17. CONSIDERATION OF AGREEMENT WITH THE SANTA CRUZ SEASIDE COMPANY FOR THE PROVISION OF LATE-NIGHT SERVICE
- 7-18. ACCEPT AND FILE REPORT ON STATUS OF METRO GFI GENFARE AUTOMATIC FARE COLLECTION SYSTEM UPGRADE

MOTION: DIRECTOR BUSTICHI SECOND: DIRECTOR LEOPOLD

Approve the Consent Agenda.

Motion passed unanimously with Director Neighbors being absent.

REGULAR AGENDA

Chair Pirie moved item # 13 to the front of the Agenda

13. CONSIDERATION OF LETTER FROM CABRILLO COLLEGE REGARDING CESSATION OF STUDENT BUS PASS PROGRAM

Presented by: Angela Aitken, Acting Assistant General Manager and Finance Manager

Summary:

Angela Aitken reported that Cabrillo College is unable to sustain its student bus pass program and has plans to terminate the program in June 2011. There was a discussion about the bus pass program. Director Leopold expressed his willingness to help in any way. Director Hagen asked if students would receive a discounted pass through the ticket vending machines. Angela Aitken said that they would not.

Director Bustichi asked if this issue could be re-visited in order to devise a special student pass. Leslie White said it would be difficult, and that it remains for Cabrillo College to devise a mechanism for acquiring the funds, and offered to see if METRO's transit lobbyist Josh Shaw could look into this. Dr. Brian King, president of Cabrillo College, explained that dwindling funds forced the cancellation of 400 course sections, and that there are a lot of limitations on what the college can do to find funds for transportation. Director Leopold said that he was appreciative of the offer to have Josh Shaw look into the matter.

8. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS

Maria Grandos-Boyce was not able to attend today.

9. CONSIDERATION OF ADOPTION OF RESOLUTION OF APPRECIATION FOR THE SERVICES OF MIKE ROTKIN AS A MEMBER OF THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Summary:

Chair Pirie read aloud the Resolution of Appreciation for Mike Rotkin. Ex-Director Rotkin thanked the Board, spoke at length about working with Board members and METRO staff, and voiced his opinion about how Sacramento treats public transit. Mr. Rotkin said that it was a pleasure to serve the people of the community.

Discussion:

Directors Robinson, Bustichi, Bryant and Hagen each thanked Mr. Rotkin for his mentorship and leadership. Bonnie Morr, UTU, thanked Mr. Rotkin for his service. Will Regan, VMU, thanked Mr. Rotkin and noted that he had outlasted him. John Daugherty, SEA, thanked Mr. Rotkin for acknowledging all staff and for his support of METRO. Manuel Martinez, PSA, recalled that he learned long ago that other Directors were moving parts, but that Mr. Rotkin was a permanent fixture.

MOTION: CHAIR PIRIE SECOND: DIRECTOR STONE.

Approve Resolution of Appreciation for the services of Mike Rotkin as a member of the Board of Directors of the Santa Cruz Metropolitan Transit District.

Motion passed unanimously with Director Neighbors being absent.

Director Leopold left.

10. CONSIDERATION OF ADOPTION OF RESOLUTION OF APPRECIATION FOR THE SERVICES OF MARCELA TAVANTZIS AS A MEMBER OF THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Summary:

Chair Pirie read aloud the Resolution of Appreciation for Marcela Tavantzis. Ex-Director Tavantzis thanked the Board and advised them that replacing Les White would be difficult. Ms. Tavantzis said that METRO staff are wonderful and thanked them for their efforts. encouraged the Board to continue to look at widening the freeways in order to provide trunk service in the area, to consider a multi-ride pass that would provide some savings to people who are not able to buy a monthly pass.

Director Robinson thanked Ms. Tavantzis for her attention to METRO's financial foundation and for her mentorship. Directors Hagen, Bustichi, and Dodge also thanked Ms. Tavantzis.

Bonnie Morr, UTU, Will Regan, VMU, Manuel Martinez, PSA, and John Daugherty, SEA, all thanked Ms. Tavantzis for her service.

MOTION: DIRECTOR BUSTICHI SECOND: DIRECTOR HAGEN

Approve Resolution of Appreciation for the services of Marcela Tavantzis as a member of the Board of Directors of the Santa Cruz Metropolitan Transit District.

Motion passed unanimously with Director Neighbors being absent.

11. CONSIDERATION OF A RESOLUTION OF APPRECIATION FOR THE SERVICES OF BATTISTA BREGANTE AS FACILITIES MAINTENANCE WORKER I FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

MOTION: DIRECTOR BUSTICHI SECOND: DIRECTOR HAGEN

Approve Resolution of Appreciation for the services of Battista Bregante as Facilities Maintenance Worker I for the Santa Cruz Metropolitan Transit District

Motion passed unanimously with Director Neighbors being absent.

12. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT WITH CAPITALEdge ADVOCACY, LLC FOR FEDERAL LEGISLATIVE SERVICES

Summary:

Leslie White recommended approval of the contract extension with Capitaledge Advocacy, LLC.

MOTION: DIRECTOR LEOPOLD SECOND: DIRECTOR HAGEN.

Authorize the General Manager to execute a contract with Capitaledge Advocacy, Llc for Federal Legislative Services.

Motion passed unanimously with Director Neighbors being absent.

14. **CONSIDERATION OF A RESOLUTION APPROVING THE TRANSFER OF THE 2002 CHANCE COACH COMPRESSED NATURAL GAS RUBBER TIRED TROLLEY TO SOUTH METRO AREA REGIONAL TRANSIT IN WILSONVILLE, OREGON, A FEDERAL TRANSPORTATION ADMINISTRATION (FTA) DIRECT RECIPIENT AGENCY, UPON RECEIPT OF THE CITY OF SANTA CRUZ'S RELEASE OF INTEREST AND FTA APPROVAL OF SUCH TRANSFER**

MOTION: DIRECTOR DODGE SECOND: DIRECTOR BUSTICHI.

Defer item to next meeting on February 11, 2011.

Motion passed unanimously with Director Neighbors being absent.

15. **CONSIDERATION OF A GRANT BUDGET AMENDMENT TO SUPPLEMENT THE LOCAL MATCH AMOUNT ON FTA 5309 CAPITAL GRANT CA-04-0156 FOR THE PURCHASE OF NEW FAREBOXES AND REDUCE THE CAPITAL BUDGET FOR THIS PROJECT BY \$12,380**

Summary:

Angela Aitken reported that by including labor costs towards the AB5309 grant local match amount, the capital budget was reduced, less cashed is used, and she recommended approval of the amendment.

MOTION: DIRECTOR LEOPOLD SECOND: DIRECTOR ROBINSON

Approve grant budget amendment to supplement the local match amount on FTA 5309 Capital Grant CA-04-0156 for the purchase of new fareboxes and reduce the capital budget for this project by \$12,380

Motion passed unanimously with Director Neighbors being absent.

16. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT WITH MOORE & ASSOCIATES FOR WATSONVILLE TRANSIT PLANNING STUDY

Summary:

Angela Aitken reported that this was a collaborative community effort, with multiple Watsonville agencies being contacted, and she recommended approval of the contract.

MOTION: DIRECTOR DODGE SECOND: DIRECTOR HAGEN

Authorize General Manager to execute a contract with Moore & Associates for Watsonville Transit Planning study.

Motion passed unanimously with Director Neighbors being absent.

17. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT WITH DAY WIRELESS FOR UPGRADE OF SANTA CRUZ METRO'S LAND MOBILE RADIO SYSTEM

Summary:

Ciro Aguirre reported that the district's communications system needed upgrading, and that Day Wireless was chosen after the proscribed bidding and evaluation process. Mr. Aguirre noted that because of budget limitations the contractors reduced their price after removing some components, and he said that if money became available for additional components, Board approval would be sought.

Discussion:

Director Bustichi said that he would have wished to have more information about the bid. Director Graves asked what components were removed to bring the cost down and whether the District would be able to accomplish the upgrade.

MOTION: DIRECTOR STONE SECOND: DIRECTOR HAGEN

Authorize General Manager to execute a contract with Day Wireless for upgrade of METRO's Land Mobile Radio System.

Motion passed unanimously with Director Neighbors being absent.

18. CONSIDERATION OF WRITTEN REQUEST TO PROVIDE BUS ADVERTISING SPACE FOR THE PURPOSE OF PROMOTING "POETRY ON THE BUS" AFFILIATED WITH THE POETRY IN MOTION PROJECT

Summary:

Ciro Aguirre said that he received a letter requesting the posting of poetry on METRO buses, and determined that it did not meet the criteria under the District advertising policy.

Discussion:

Director Hagen said that he did not support allowing poetry on the bus. Gary Young, Poet Laureate of Santa Cruz County, described the Poetry in Motion project. Director Stone said he thought an opportunity was being passed up and asked that a review of poetry programs in other communities be conducted. Director Bustichi said he appreciated Mr. Young's intent, but asked how content would be controlled, and said the item should be brought back at a later date. Director Robinson agreed that other transit agencies should be surveyed. Leslie White noted that Seattle's transit agency is being sued for offensive literature. Director Dodge noted his concern for hate speech.

MOTION: DIRECTOR STONE SECOND: DIRECTOR ROBINSON

Re-affirm District advertising policy; direct staff to research similar programs in other agencies; and defer item to March 25, 2011 Board meeting.

Motion passed unanimously with Director Neighbors being absent.

19. **ACCEPT AND FILE FINANCIAL STATEMENTS WITH INDEPENDENT AUDITORS REPORT FOR YEAR ENDING JUNE 30, 2010**

Summary:

Debbie Kinslow reported that METRO had recently undergone a financial audit. Ms. Kinslow said that METRO received that highest rating available.

MOTION: DIRECTOR ROBINSON SECOND: DIRECTOR BUSTICHI

Accept and file financial statements with independent auditors for year ending June 30, 2011.

Motion passed unanimously with Director Neighbors being absent.

20. **ORAL ANNOUNCEMENT: THE NEXT REGULARLY SCHEDULED BOARD MEETING WILL BE HELD FRIDAY, FEBRUARY 11, 2011 AT 9:30 A.M. AT THE SANTA CRUZ METRO ADMINISTRATIVE OFFICES LOCATED AT 110 VERNON STREET, SANTA CRUZ**

ADJOURN

There being no further business, Chair Pirie adjourned the meeting at 10:31 a.m.

Respectfully submitted,

ANTHONY TAPIZ
Administrative Services Coordinator

5-9.13

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: February 25, 2011
TO: Board of Directors
FROM: April Warnock, Paratransit Superintendent
SUBJECT: METRO PARACRUZ OPERATIONS STATUS REPORT

I. RECOMMENDED ACTION

This report is for information only - no action requested

II. SUMMARY OF ISSUES

- METRO ParaCruz is the federally mandated ADA complementary paratransit program of the Transit District, providing shared ride, door-to-door demand-response transportation to customers certified as having disabilities that prevent them from independently using the fixed route bus.
- METRO assumed direct operation of paratransit services November 1, 2004. This service had been delivered under contract since 1992.
- Discussion of ParaCruz Operations Status Report.
- Attachment A: On-time Performance Chart displays the percentage of pick-ups within the “ready window” and a breakdown in 5-minute increments for pick-ups beyond the “ready window”. The monthly Customer Service Reports summary is included.
- Attachment B: Report of ParaCruz’ operating statistics. Performance Averages and Performance Goals are reflected in the Comparative Operating Statistics Table in order to establish and compare actual performance measures, as performance is a critical indicator as to ParaCruz’ efficiency.
- Attachments C and D: ParaCruz Performance Charts displaying trends in rider-ship and mileage spanning a period of three years.
- Attachment E: Current calendar year’s statistical information on the number of ParaCruz in-person eligibility assessments, including a comparison to past years, since implementation in August of 2002.

III. DISCUSSION

In December 2010 ParaCruz rides increased by 199 rides from December 2009. The number of rides in December 2010 decreased by 485 rides from November 2010. The decrease in rides between November and December trends with last years statistics.

Call Center statistics were unavailable and reflect that we experienced problems with the phone system attributed to wiring issues that have been identified. Corrective measures are underway that will alleviate the issue and improve the system's performance.

IV. FINANCIAL CONSIDERATIONS

NONE

V. ATTACHMENTS

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

ATTACHMENT A

Board of Directors
Board Meeting February 25, 2011

ParaCruz On-time Performance Report		
	Dec 2009	Dec 2010
Total pick ups	7209	7408
Percent in “ready window”	95.98%	95.91%
1 to 5 minutes late	1.69%	1.97%
6 to 10 minutes late	1.21%	.97%
11 to 15 minutes late	.51%	.59%
16 to 20 minutes late	.29%	.23%
21 to 25 minutes late	.17%	.16%
26 to 30 minutes late	.14%	.04%
31 to 35 minutes late	.00%	.05%
36 to 40 minutes late	.01%	.05%
41 or more minutes late (excessively late/missed trips)	.00%	.01%
Total beyond “ready window”	4.02%	4.09%

During the month of December 2010, ParaCruz received seventeen (17) Customer Service Reports. Five (5) of the reports were valid complaints, four of which pertained to the telephone system failures. One (1) of the reports were unverifiable. Three (3) of the reports were not valid, and eight (8) of the reports were compliments.

ATTACHMENT B

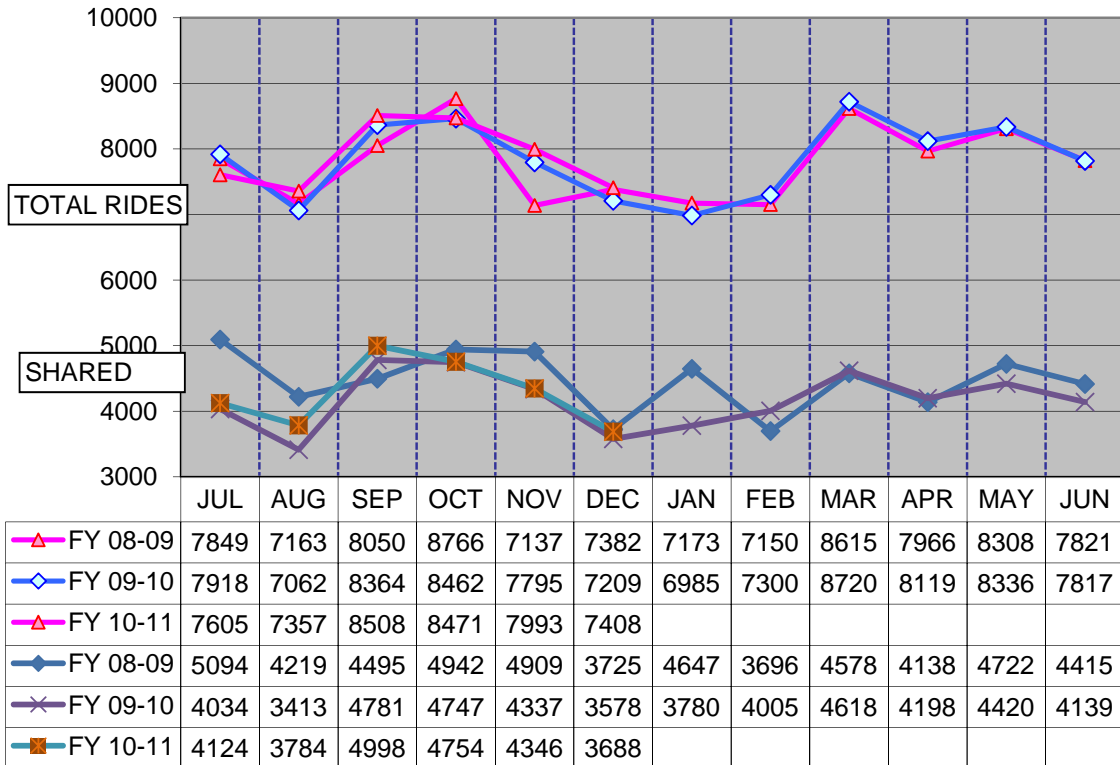
Board of Directors
Board Meeting February 25, 2011

Comparative Operating Statistics This Fiscal Year, Last Fiscal Year through December 2010.

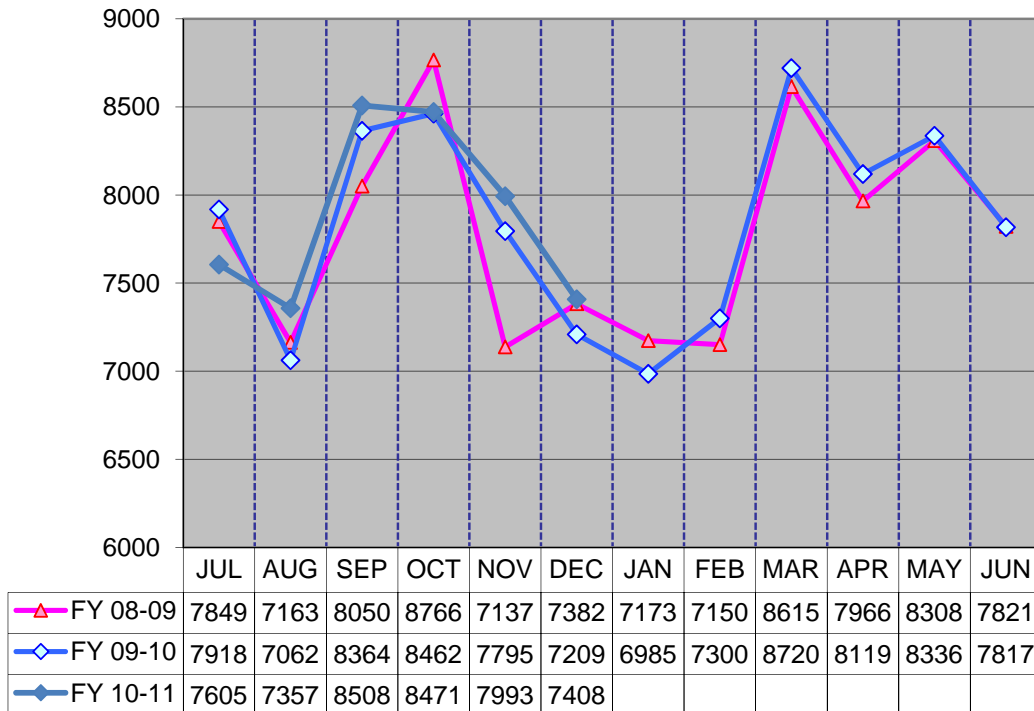
	Dec 09	Dec 10	Fiscal 09-10	Fiscal 10-11	Performance Averages	Performance Goals
Requested	8375	8247	50,888	50,239	8425	
Performed	7209	7408	46,803	47,33	7285	
Cancels	22.38%	20.73%	20.29%	18.05%	18.27%	
No Shows	3.95%	1.84%	1.66%	2.01%	2.46%	Less than 3%
Total miles	48,433	50,210	302947	317,472	50,664	
Av trip miles	5.14	4.97	5.07	4.98	5.03	
Within ready window	95.62%	95.91%	95.62%	96.19%	95.75%	92.00% or better
Excessively late/missed trips	0	1	7	10	2.25	Zero (0)
Call center volume	5723	N/A	N/A	N/A	N/A	
Call average seconds to answer	25	N/A	N/A	N/A	N/A	Less than 2 minutes
Hold times less than 2 minutes	95.8	N/A	N/A	N/A	N/A	Greater than 90%
Distinct riders	811	781	1,406	1467	812	
Most frequent rider	44 rides	52 rides	209 rides	330 rides	57 rides	
Shared rides	60.2%	57.9%	62.2%	63.1%	63.37%	Greater than 60%
Passengers per rev hour	2.22	1.94	2.18	2.14	2.15	Greater than 1.6 passengers/hour
Rides by supplemental providers	16.23%	5.94%	11.73%	8.64%	10.13%	No more than 25%
Vendor cost per ride	\$22.15	\$20.62	\$21.79	\$20.62	\$24.71	
ParaCruz driver cost per ride (estimated)	\$26.48	\$26.76	\$25.63	\$26.92	\$24.63	
Rides < 10 miles	71.48%	72.94%	69.64%	70.23%	70.09%	
Rides > 10	28.51%	27.05%	30.36%	29.77%	29.91%	

ATTACHMENT C

TOTAL RIDES vs. SHARED RIDES

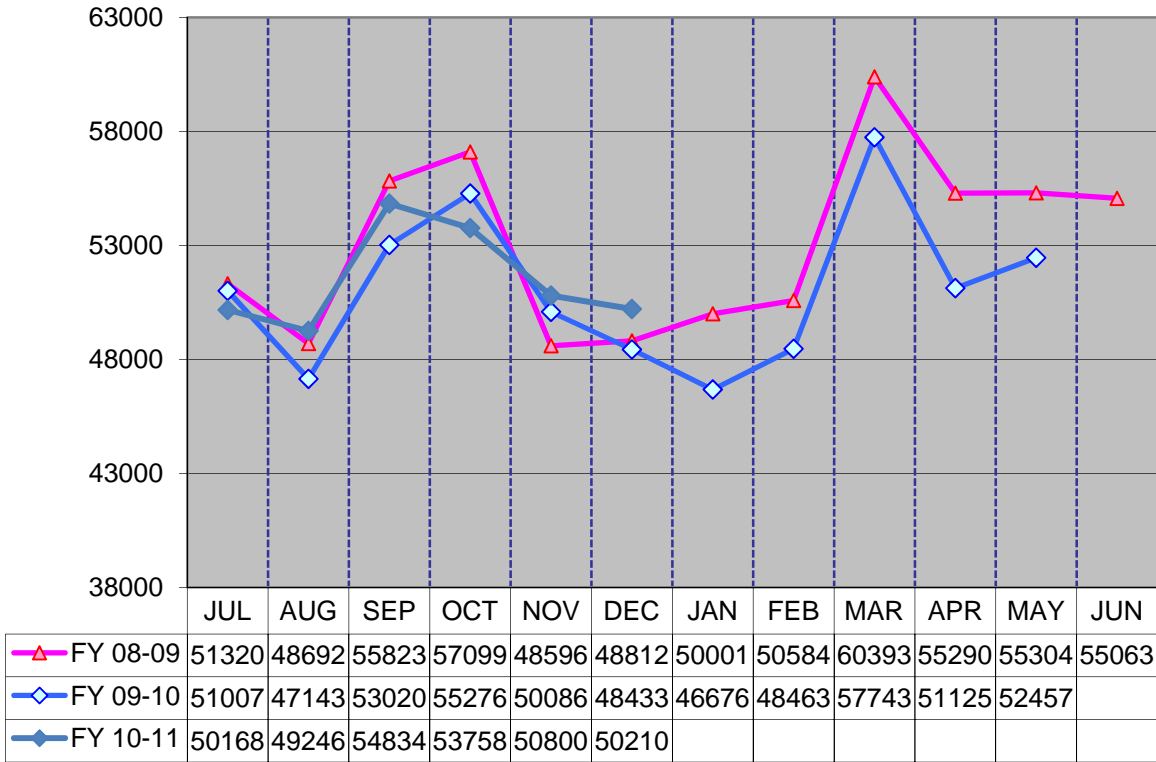


NUMBER OF RIDES COMPARISON CHART

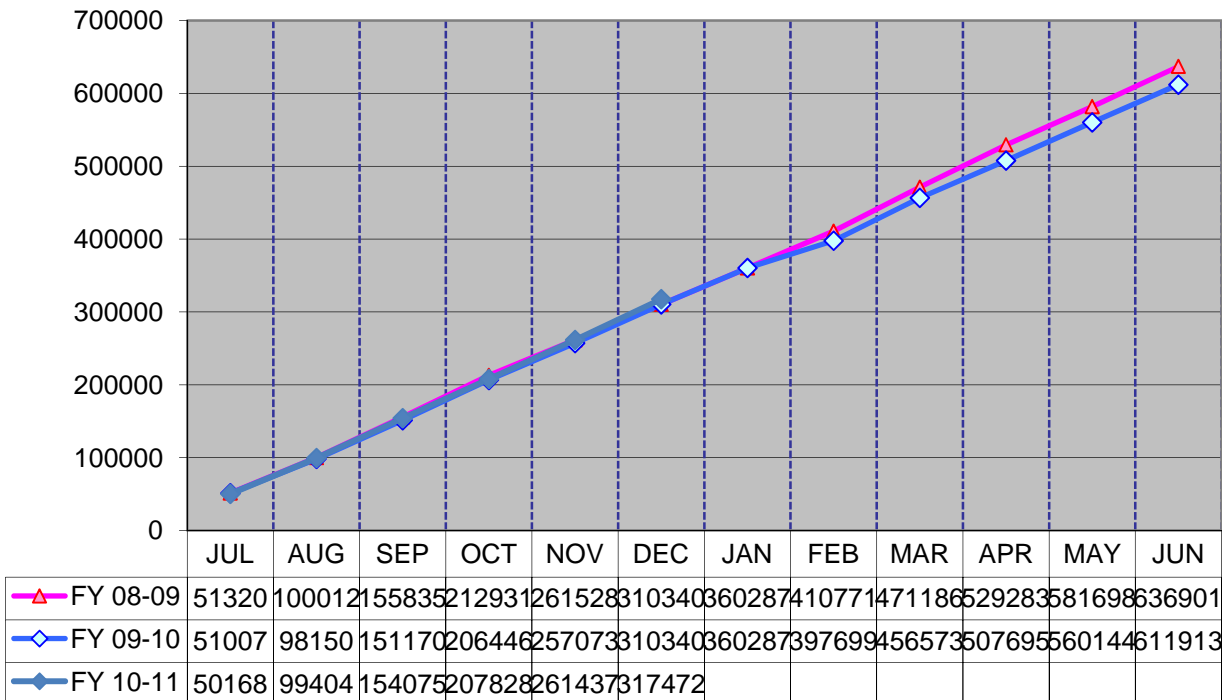


ATTACHMENT D

MILEAGE COMPARISON



YEAR TO DATE MILEAGE COMPARISON CHART



ATTACHMENT E

MONTHLY ASSESSMENTS						
	UNRESTRICTED	RESTRICTED CONDITIONAL	RESTRICTED TRIP BY TRIP	TEMPORARY	DENIED	TOTAL
DECEMBER 2009	30	3	2	2	0	37
JANUARY 2010	35	1	6	4	0	46
FEBRUARY 2010	42	1	4	1	0	48
MARCH 2010	48	3	3	2	0	56
APRIL 2010	29	2	7	5	0	43
MAY 2010	44	6	3	3	0	56
JUNE 2010	49	9	3	0	0	49
JULY 2010	33	4	7	1	0	45
AUGUST 2010	31	1	9	4	0	45
SEPTEMBER 2010	55	4	9	1	1	70
OCTOBER 2010	58	1	10	2	0	71
NOVEMBER 2010	45	0	4	5	1	55
DECEMBER 2010	32	0	7	5	0	44

NUMBER OF ELIGIBLE RIDERS	
YEAR	ACTIVE
2005	5336
2006	5315
2007	4820
2008	4895
2009	5291

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: February 25, 2011
TO: Board of Directors
FROM: Robyn Slater, Human Resources Manager
SUBJECT: PRESENTATION OF EMPLOYEE LONGEVITY AWARDS

I. RECOMMENDED ACTION

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

II. SUMMARY OF ISSUES

- None.

III. DISCUSSION

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

IV. FINANCIAL CONSIDERATIONS

None.

V. ATTACHMENTS

Attachment A: Employee Recognition List

Prepared by: Tony Tapiz, Administrative Services Coordinator
Date Prepared: February 18, 2011

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

EMPLOYEE RECOGNITION

TEN YEARS

**Eulalio Abrego, Bus Operator
Donna Smith, Bus Operator**

TWENTY-FIVE YEARS

Maria Granados-Boyce, Customer Service Supervisor

THIRTY YEARS

Mark Hansen, Mechanic II

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

Resolution No. 11-02-01

On the Motion of Director: _____

Duly Seconded by Director: _____

The Following Resolution is Adopted:

**RESOLUTION OF APPRECIATION
FOR THE SERVICES OF ANTONIO RIVAS AS A MEMBER OF THE
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT BOARD OF DIRECTORS**

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

WHEREAS, the City of Watsonville, requiring strong representation, appointed Antonio Rivas as a member of the Board of Directors of the Santa Cruz Metropolitan Transit District; and

WHEREAS, Antonio Rivas served as a member of the Board of Directors from May 2010 through December 2010; and

WHEREAS, Antonio Rivas provided the Santa Cruz Metropolitan Transit District with strong leadership and insightful guidance during his term in the office; and

WHEREAS, during the time that Antonio Rivas served on the Board of Directors, METRO replaced a portion of the fixed route fleet, received federal stimulus funds for new ParaCruz vans, improved the ParaCruz service, began implementation of a smart-card fare system, and responded to a severe economic downturn; and

WHEREAS, the quality of public transit service in Santa Cruz County was improved dramatically as a result of the dedication, commitment and efforts of Antonio Rivas; and

WHEREAS, Antonio Rivas completed his term as a Member of the Board of Directors in December 2010.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Santa Cruz Metropolitan Transit District does hereby commend Antonio Rivas for his efforts in the advancement of public transportation service in Santa Cruz County and expresses appreciation on behalf of itself, Santa Cruz Metropolitan Transit District staff and all of the residents of Santa Cruz County.

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

PASSED AND ADOPTED this 25th day of February 2011 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

APPROVED _____

ELLEN PIRIE
Board Chair

ATTEST _____

LESLIE R. WHITE
General Manager

APPROVED AS TO FORM:

MARGARET GALLAGHER
District Counsel

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: February 25, 2011
TO: Board of Directors
FROM: Leslie R. White, General Manager
SUBJECT: CONSIDERATION OF APPOINTMENT OF ROSEANN MARQUEZ TO THE METRO ADVISORY COMMITTEE (MAC) BY DIRECTOR DONALD HAGEN.

I. RECOMMENDED ACTION

That the Board of Directors approve the appointment of Roseann Marquez to the Metro Advisory Committee (MAC).

II. SUMMARY OF ISSUES

- There is currently a vacancy on the Metro Advisory Committee (MAC) for an appointment by Director Donald Hagen.
- Director Hagen is nominating Roseann Marquez for appointment to the MAC.
- Pursuant to Section 3.2 of the MAC Bylaws the appointment of Roseann Marquez would be eligible for a term that concludes on December 31, 2012.

III. DISCUSSION

On December 19, 2003, after a significant amount of discussion and multiple meetings, the Board approved the creation of a new Metro Advisory Committee (MAC) that replaced the METRO Users Group (MUG), and the Board approved the structure of the new committee. Application Forms were used to solicit interested persons to participate on MAC.

The Board of Directors appointed the individuals that they wanted to serve as members of the MAC. Each member of the Board provided the name of the individual that they wanted to nominate and the Board of Directors then confirmed the individuals. In the past few years there have been vacancies on the MAC that have resulted from the resignations of some Members. A committee such as the MAC is most effective when it is comprised of a full compliment of Members. One of the current vacancies is the position responsible to Director Donald Hagen.

Director Hagen has indicated that he would like the Board of Directors to consider the nomination of Roseann Marquez to serve as a Member of the MAC. The application of Roseann Marquez is attached to this report.

IV. FINANCIAL CONSIDERATIONS

Funds to support the membership of Roseann Marquez on the MAC are provided for in the FY 2011 METRO Operating Budget.

V. ATTACHMENTS

Attachment A: MAC Application of Roseann Marquez

Prepared by: Tony Tapiz, Administrative Services Coordinator

Date Prepared: February 14, 2011

Attachment A

Application for Nomination for Appointment to the Metro Advisory Committee (MAC)

Name Roseann MARQUEZ

Address (with zip code) [REDACTED]

Day Time Phone WORK [REDACTED] HOME [REDACTED]

Email Address (to receive Agenda Packets) [REDACTED]

Do You Ride METRO Fixed Route or ParaCruz service? yes

How Often Do You Use the METRO/ParaCruz Service? DAILY

What are Your Particular Transit Interests? Better scheduling times so routes
can connect with less waiting time between bus routes

What Do You Think Are The Biggest Challenges For METRO? keeping cost
down

What Do You Believe That You will Contribute to MAC and METRO if Appointed? Being
a daily rider I feel I can contribute from an on board
view to the needs of my fellow riders.

What Are The Interests and The Experiences That You Have That Would Make You An
Effective Member of The MAC? Being a daily rider I would be
able to bring feedback from my fellow
riders.

Please Outline Your Availability In Terms Of Meeting Times/Days and Total Time Per
Month That You Could Devote To The Activities of the MAC. My regular days off work
are Fridays/Sat, I have regular daily hours 8:00am-4:00pm
I can devote any evening after 4:00pm and more if needed
MACAPPL.DOC on my days off

Attachment A

Are You Aware Of Any Conflicts of Interest That Would Prevent You From Serving On The MAC If Appointed?

No, I have None

Date of Application

12-16-10

Signature

Roseann Marquet

Please return your completed application to:

SCMTD



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: February 25, 2011
TO: Board of Directors
FROM: Angela Aitken, Finance Manager and Acting Assistant General Manager
SUBJECT: CONSIDERATION OF NOMINATIONS OF ADDITIONAL MEMBERS TO THE SANTA CRUZ CIVIC IMPROVEMENT CORPORATION

I. RECOMMENDED ACTION

That the Board of Directors nominate additional members to the Santa Cruz Civic Improvement Corporation.

II. SUMMARY OF ISSUES

- The Santa Cruz Civic Improvement Corporation (the Corporation) was formed July 30, 1986 by the Santa Cruz Metropolitan Transit District (Santa Cruz METRO) in conformity with Section 5110 et. seq. of the California Corporations Code. The Corporation is a 501(c)(3), non-profit, benefit corporation organized for the sole purpose of providing financial assistance to Santa Cruz METRO for the construction and acquisition of major capital facilities.
- The Corporation has not provided financial assistance to Santa Cruz METRO since June of 1994 but it is available for use if needed.
- The current membership of the SCCIC Board of Directors is as follows:

Dene Bustichi

Donald Hagen

Mark Stone

Vacant

Vacant

III. DISCUSSION

At today's meeting, the Board of Directors will nominate additional members to the SCCIC.

IV. FINANCIAL CONSIDERATIONS

None

V. ATTACHMENTS

Attachment A: Minutes of SCCIC Meeting of October 22, 2010

Prepared by: Anthony Tapiz, Administrative Services Coordinator
Date Prepared: February 18, 2011

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes – Santa Cruz Civic Improvement Corp.

October 22, 2010

The Santa Cruz Civic Improvement Corporation (SCCIC) met on Friday, October 22, 2010 at 10:00 a.m. The meeting was held at the Santa Cruz City Council Chambers, 809 Center Street, Santa Cruz, CA.

STAFF PRESENT:

Angela Aitken, Finance Manager / Acting AGM, SCMTD
Margaret Gallagher, District Counsel, SCMTD
Leslie R. White, General Manager, SCMTD

1. CALL TO ORDER

President Hagen called the meeting to order at 10:13 a.m.

2. ROLL CALL

MEMBERS PRESENT:

Dene Bustichi
Donald Hagen, President
Mike Rotkin
Mark Stone

MEMBERS ABSENT:

None

3. ADDITIONS AND DELETIONS TO THE AGENDA

None.

4. ORAL AND WRITTEN COMMUNICATIONS

None.

5. APPROVAL OF MINUTES OF OCTOBER 23, 2009

ACTION: MOTION: MIKE ROTKIN

SECOND: DENE BUSTICHI

Accept Minutes of October 23, 2009 as presented.

Motion passed with all members present.

Attachment A

Minutes - SCCIC
October 22, 2010
Page 2

6. ELECTION OF NEW OFFICERS

ACTION: MOTION: MIKE ROTKIN SECOND: DENE BUSTICHI

Nominate Donald Hagen for President.

Motion passed unanimously with all members present.

Angela Aitken said that new members would be nominated in February.

7. ACCEPTANCE OF FINANCIAL STATEMENTS FOR FY09

Angela Aitken reported that there was no business in FY09.

ACTION: MOTION: MARK STONE SECOND: MIKE ROTKIN

Accept Financial Statements for FY09.

Motion passed unanimously with all members present.

8. ADJOURNMENT

There being no further business, President Rotkin adjourned the meeting at 10:16 a.m.

Respectfully submitted,

ANTHONY TAPIZ
Administrative Services Coordinator

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: February 25, 2011

TO: Board of Directors

FROM: Angela Aitken, Finance Manager and Acting Assistant General Manager

SUBJECT: CONSIDERATION OF ADOPTING A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO SUBMIT A GRANT APPLICATION AND SIGN NECESSARY AGREEMENTS TO OBTAIN PROPOSITION 1B FUNDING FROM THE FY11 CALIFORNIA TRANSIT SECURITY GRANT PROGRAM

I. RECOMMENDED ACTION

That the Board of Directors adopt a resolution authorizing the General Manager to submit an application and sign necessary agreements to obtain financial assistance from the FY11 California Transit Security Grant Program.

II. SUMMARY OF ISSUES

- In November 2006, Proposition 1B established \$1 billion for the California Transit System Safety, Security and Disaster Response Account, 60% of which is designated for the California Transit Security Grant Program (CTSGBP).
- For FY11, the State Controller's Office allocated \$440,505 in CTSGBP funds to Santa Cruz METRO and the Santa Cruz County Regional Transportation Commission (RTC).
- Santa Cruz METRO proposes to submit applications for transit security projects that will enhance safety and security at multiple facilities by installing security fencing, lighting and video surveillance cameras.
- Applications for the FY11 allocation are due to the California Emergency Management Agency by March 15, 2011.
- Adopting the attached resolution designates an Authorized Agent to submit an application to the California Emergency Management Agency and to execute necessary agreements to obtain the FY11 allocation of CTSGBP funds for Santa Cruz METRO security projects.

III. DISCUSSION

On November 7, 2006, California voters approved the Highway Safety, Traffic Reduction, Air Quality and Port Security Bond Act of 2006 (Proposition 1B) to finance public transportation infrastructure projects in California. Proposition 1B and its implementing legislation, SB 88, established the Transit System Safety, Security and Disaster Response Account with \$1 billion. SB 88 designated that 60% of this account be allocated to the California Transit Security Grant

Program (CTSGP) for transit system safety and security projects. In FY11, the California Legislature appropriated \$60 million in CTSGP funds to eligible agencies and transit operators.

The State Controller's Office determines the amount of CTSGP funds available to eligible Regional Transportation Planning Agencies and Public Transit Operators by applying the same formula used to allocate State Transit Assistance (STA) funds. For FY11, the State Controller's Office allocated \$440,505 to Santa Cruz County, with \$212,337 available to the RTC and \$228,168 to Santa Cruz METRO. This is the same amount received in FY08, FY09 and FY10.

In each of the previous three years, the RTC designated its share of CTSGP funds to Santa Cruz METRO for transit security projects. Santa Cruz METRO will request that the RTC again designate its share of CTSGP funds to Santa Cruz METRO for transit security projects in FY11.

Santa Cruz METRO needs to enhance security and safety at all of its facilities. If approved by the Board of Directors, staff will submit Investment Justifications (applications) for projects to install security fencing at the Operations and Maintenance facilities and to install lighting and video surveillance cameras at the Administration Building and Metro Center. Grant funds will pay 100% of equipment costs, consultant design and staff costs exclusive of management and administration, up to a maximum of \$440,505 to implement these security projects.

The California Emergency Management Agency (Cal-EMA) administers the CTSGP. CTSGP Guidelines designate the RTC to approve and submit applications from eligible agencies. In accordance with the Guidelines, Santa Cruz METRO will submit applications to the RTC for approval and transmission to Cal-EMA.

Adopting the attached resolution will authorize staff to submit applications for Santa Cruz METRO's security projects and to execute necessary agreements with the Cal-EMA for the FY11 allocation of CTSGP funds. The Board Chair must sign the Authorized Agent Form (Attachment B) for submission with the application.

IV. FINANCIAL CONSIDERATIONS

CTSGP grant funds would provide \$440,505 to Santa Cruz METRO in capital funds for security projects in FY11. No local funds are required.

V. ATTACHMENTS

Attachment A: Resolution Authorizing Submission of Applications and Execution of Agreements for FY11 CTSGP funds.

Attachment B: Authorized Agent Form

Attachment A

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

Resolution No. _____
On the Motion of Director: _____
Duly Seconded by Director: _____
The Following Resolution is Adopted:

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT AUTHORIZING APPLICATIONS TO THE CALIFORNIA EMERGENCY MANAGEMENT AGENCY'S FY11 TRANSIT SYSTEM SAFETY, SECURITY AND DISASTER RESPONSE ACCOUNT PROGRAM

WHEREAS, California voters approved Proposition 1B, the Highway Safety, Traffic Reduction, Air Quality and Port Security Bond Act in November 2006; and

WHEREAS, Proposition 1B and its implementing legislation in Senate Bill 88 created the California Transit Security Grant Program (CTSGP) within the Transit System Safety, Security & Disaster Response Account to be funded with \$600 million from the sale of bonds; and

WHEREAS, the State Controller's Office is authorized under Sections 8879.55 and 8879.56 of the Government Code to allocate CTSGP funds to eligible Regional Transportation Planning Agencies and Public Transit Operators; and

WHEREAS, in accordance with Sections 99313 and 99314 of the Public Utilities Code, the Santa Cruz County Regional Transportation Commission and the Santa Cruz Metropolitan Transit District are eligible recipients of CTSGP funds; and

WHEREAS, CTSGP funds are allocated to eligible agencies for projects to increase protection from security and safety threats against public transit stations, facilities and equipment; and

WHEREAS, the Santa Cruz Metropolitan Transit District requests that the Santa Cruz County Regional Transportation Commission designate its allocation of CTGSP funds for the Santa Cruz Metropolitan Transit District's transit security projects; and

WHEREAS, the Santa Cruz Metropolitan Transit District proposes to use CTSGP funds allocated in Grant FY 2010-11 Proposition 1B 6361-0002 for transit security projects in conformance with the CTSGP Guidelines.

NOW, THEREFORE, BE IT RESOLVED, that the General Manager of the Santa Cruz Metropolitan Transit District is authorized to submit applications, provide

Attachment A

Resolution No. _____

Page 2

certifications and assurances and execute for and on behalf of the Santa Cruz Metropolitan Transit District any and all agreements necessary to obtain financial assistance provided to Santa Cruz County by the California Emergency Management Agency through the FY11 CTSGP Program.

PASSED AND ADOPTED this 25th Day of February 2011 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

APPROVED _____
ELLEN PIRIE
Board Chair

ATTEST _____
LESLIE R. WHITE
General Manager

APPROVED AS TO FORM:

MARGARET GALLAGHER
District Counsel

Attachment B

Authorized Agent Signature Authority

**FY 2010-11 Transit System Safety, Security and
Disaster Response Account Program**

AS THE Board Chair
(Chief Executive Officer / Director / President / Secretary)

OF THE Santa Cruz Metropolitan Transit District
(Name of State Organization)

I hereby authorize the following individual(s) to execute for and on behalf of the named state organization, any actions necessary for the purpose of obtaining state financial assistance provided by the California Emergency Management Agency.

Leslie R. White, General Manager, OR
(Name or Title of Authorized Agent)

Angela Aitken, Finance Manager and Acting Assistant General Manager, OR
(Name or Title of Authorized Agent)

(Name or Title of Authorized Agent)

Signed and approved this 25th day of February, 2011

(Signature)

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: February 25, 2011

TO: Board of Directors

FROM: Leslie R. White, General Manager

SUBJECT: CONSIDERATION OF CONTINUING SPONSORSHIP OF LEADERSHIP SANTA CRUZ COUNTY IN ORDER TO PROVIDE EDUCATION ON TRANSPORTATION ISSUES, SERVICES, AND FACILITIES AND TO PROVIDE THE OPPORTUNITY FOR METRO STAFF TO PARTICIPATE IN THE PROGRAM.

I. RECOMMENDED ACTION

That the Board of Directors approve METRO continuing to be a sponsor of the Leadership Santa Cruz County Program, providing information regarding public transit services and facilities to the class Members, and providing buses on April 1, 2011, April 29, 2011, and June 3, 2011 for tours of various facilities and activities.

II. SUMMARY OF ISSUES

- The Leadership Santa Cruz County program provides information regarding activities throughout the County for classes of approximately 25 to 50 individuals annually.
- In 2005 the Board of Directors approved METRO becoming a sponsor of the Leadership Santa Cruz County Program by providing information regarding services and facilities, and by providing a bus to tour various facilities and view activities. The Board has continued the sponsorship of Leadership Santa Cruz County in 2006, 2007, 2008, 2009, and 2010.
- The Leadership Santa Cruz County staff has requested that METRO continue to be a sponsor of the program by providing information to members of the class and by providing a bus for a tour of various facilities on April 2, 2010, May 21, 2010, and June 4, 2010.
- Prior to 2005 METRO had not participated in providing information to the Leadership Santa Cruz County classes nor sponsored the program. In 2007/2008 a Member of the METRO staff took advantage of the Leadership Santa Cruz County by participating in the program and in 2008/2009 two additional METRO staff members participated in the program, and there are currently two METRO staff members participating in the program. The program is provided to METRO staff members at no cost in exchange for the bus service that METRO has provided through its sponsorship.
- The cost of becoming a sponsor of Leadership Santa Cruz County would be the cost of providing the buses for the facilities tours on April 1, 2011, April 29, 2011, and

June 3, 2011. The estimated cost for providing the buses for the Leadership Santa Cruz County tours is approximately \$2,600.

- Staff recommends that the Board of Directors approve the request from Leadership Santa Cruz County staff.

III. DISCUSSION

The Leadership Santa Cruz County Program provides information about, and orientation to, various programs and facilities annually for approximately 25 to 50 individuals from the community. Many of these individuals hold key leadership positions in the community.

In 2005 METRO received a request for program sponsorship from Gary W. Smith, Executive Director of Leadership Santa Cruz County. The requested sponsorship was in the form of providing a bus for a tour of facilities, and a presentation by METRO of information about the system, services, facilities and projects. The Board of Directors approved the sponsorship request and the event was very successful. METRO has continued to be a sponsor of the program in 2006, 2007, 2008, and 2009. Leadership Santa Cruz County has requested that METRO continue to be a sponsor of the program by providing support, including the bus on three different days, for programs this year. A copy of the request letter from the Leadership Santa Cruz County Executive Director David Vincent is attached to this Staff Report. Participating in the Leadership Santa Cruz County program provides an opportunity to orient individuals regarding the benefits of a strong public transit system.

Prior to 2005 METRO had not participated in providing information to the Leadership Santa Cruz County classes nor sponsored the program. In 2007/2008 a Member of the METRO staff took advantage of the Leadership Santa Cruz County by participating in the program and has found it to be very beneficial. In 2008/2009 two METRO staff members participated in the Leadership Santa Cruz County Program. Currently, two METRO staff members are participating in the program. Based on the experiences of participating staff members, METRO intends to send additional staff members to the program as staff time permits. The program is provided to METRO staff members at no cost in exchange for the bus service that METRO provides through its sponsorship

Staff recommends that the Board of Directors approve the request to continue sponsorship of Leadership Santa Cruz County, including the provision of buses for tours of facilities and activities on April 1, 2011, April 29, 2011, and June 3, 2011.

IV. FINANCIAL CONSIDERATIONS

The cost of becoming a sponsor of the Leadership Santa Cruz County program through providing buses for facilities tours would be approximately \$2,600 plus presentation materials.

V. ATTACHMENTS

Attachment A: Letter from David Vincent, February 11, 2011.

Attachment A



2011 FEB 15 AM 11 28

February 11, 2011

Corporate Sponsors

Bay Federal Credit Union

Big Creek

Capitola Foundation

Driscoll's

Dominican Hospital

Graniterock

Mount Hermon

Santa Cruz Association of Realtors

SCC Deputy Sheriff's Assoc

Sutter Maternity & Surgery Center

Seaside Company

UC Santa Cruz

Wells Fargo

Les White
General Manager
Santa Cruz Metropolitan Transit District
370 Encinal Street, Suite 100
Santa Cruz, CA 95060

Dear Mr. White:

The purpose of this letter is to request the help of the SCMTD for this year's Leadership Santa Cruz County Class. As you know, both SCMTD and LSCC have benefited from a strong partnership over the years. Emerging leaders throughout the county have a better opportunity to understand just how their community works by visiting unfamiliar areas by bus and SCMTD benefits by having employees participate in the class at no cost. Everyone in the class better understands what SCMTD provides in terms of services and community outreach. This year two SCMTD employees are benefiting from their participation in Class 26.

Once again LSCC will need to transport the class to various parts of the county as part of their learning experience. As you have seen in the past, it is extremely helpful when the class can travel as a group so that they can learn while in transit and also discuss their experiences amongst themselves. Specifically, it would be of tremendous help if SCMTD could supply the transportation needs for approximately 39 students on the following dates:

- The Pajaro Valley Day – April 1, 2011.
- The Agriculture & Food Processing Day – April 29, 2011.
- The Environment & Industry Day – June 3, 2011

Thank you for your consideration of this request. LSCC is proud to have you as a partner.

Sincerely,

A handwritten signature in black ink, appearing to read "David Vincent".

David Vincent, Executive Director
Leadership Santa Cruz County

Leadership Santa Cruz County www.leadershipscc.org

Executive Director: Dave Vincent - 210 View Court, Aptos, CA 95003
Phone & Fax: (831)662-3881 E-Mail: leadershipscc@cruzio.com

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: February 25, 2011

TO: Board of Directors

FROM: Leslie R. White, General Manager

SUBJECT: CONSIDERATION OF CONCERNS REGARDING THE DISSEMINATION OF METRO FINANCIAL INFORMATION TO EMPLOYEES.

I. RECOMMENDED ACTION

That the Board of Directors provide direction to staff regarding the frequency and scope of actions to provide financial information to METRO employees during the FY 11/12 Budget development process in response to concerns raised by the Labor Unions.

II. SUMMARY OF ISSUES

- METRO staff members are currently in the process of developing the FY 11/12 Budget Proposal for consideration by the Board of Directors.
- The sustained high levels of unemployment have resulted in sales tax and Transportation Development Act revenues that are much lower than prior years, and which will not meet METRO's financial needs for sustained service.
- As a part of the Budget development process METRO staff members have met with the leadership of the labor unions that represent the employees at METRO.
- As the projected budget deficits are substantial and will effect employment levels at METRO financial statements have been posted at the various operating facilities.
- On February 11, 2011 representatives of the Labor Unions at METRO request that the practice of posting budget information be discontinued.
- Members of the Board requested that the issue of dissemination of budget information be placed on the agenda for the next Board Meeting.

III. DISCUSSION

Over the past few months METRO staff members have been working on developing budget proposals for the FY 11/12 budget. There are many issues that affect the financial stability at METRO. The repetitive diversion of transit funds to other purposes by the State Legislature and Governor has taken a toll on the financial health of METRO. Between the loss of STA funds and the shutdown of the Transit 1-B Bond Program METRO has lost \$51 million. The sustained high levels of unemployment as a result of the recession have resulted in depressed levels of sales tax and Transportation Development Act (TDA) funds. The impact of these sustained funding

reductions is the necessity to propose sever budget cuts and service reductions as a part of the budget proposals.

In developing budget proposals METRO staff has met with the leadership of the labor Unions that represent METRO. The staff has also made regular presentations to the Board of Directors. Additionally, the budget projections and presentations that have been given to the Board have been posted at the various facilities so that the employees are aware of the problems that we all are facing.

At the February 11, 2011 Board of Directors Meeting representatives of the METRO Labor Unions requested that the Board direct staff to discontinue posting budget information at the operating facilities.

Member of the Board requested that the issue of dissemination of budget information at METRO facilities be placed on the next Board Agenda so that it could be discussed.

IV. FINANCIAL CONSIDERATIONS

The distribution of budget information does not significantly encumber the FY 10/11 Operating budget.

V. ATTACHMENTS

NONE

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: February 25, 2011
TO: Board of Directors
FROM: Angela Aitken, Finance Manager & Acting Assistant General Manager
SUBJECT: **ADOPTION OF TRANSFER AGREEMENT BETWEEN SANTA CRUZ METRO AND MONTEREY-SALINAS TRANSIT TO FACILITATE INTRA-AGENCY TRAVEL**

I. RECOMMENDED ACTION

That the Board of Directors adopt the Transfer Agreement between Santa Cruz METRO and Monterey-Salinas Transit.

II. SUMMARY OF ISSUES

- Upgrades in fare collection equipment have offered the opportunity for Santa Cruz METRO and Monterey-Salinas Transit (MST) to revise the current transfer procedure between both systems.
- This transfer agreement will be implemented in two phases;
 - The first phase, at time of adoption, will reflect the current transfer procedure with the use of new fareboxes installed on Santa Cruz METRO buses on December 6, 2010.
 - The second phase will take effect on April 2, 2011 when MST launches their new fareboxes along with a new fare structure that eliminates zone fares.
- To simplify the transfer agreement, the procedure of passenger transfers is set in a way that no monies are exchanged between Santa Cruz METRO and MST.
- As Santa Cruz METRO and MST move forward with implementing Smart Card technology, this transfer agreement calls for discussions between the two systems on how to incorporate Smart Card transfers as the technology comes online.

III. DISCUSSION

Upgrades in fare collection equipment and changes in bus fare policies have offered the opportunity for Santa Cruz METRO and Monterey-Salinas Transit (MST) to revise the current transfer procedure between both systems. A transfer agreement is needed to facilitate intra-agency travel that is seamless so that riders have easy and efficient transitions from one system to another.

Santa Cruz METRO and MST are partnered together in offering a transfer between each transit system for riders who need to use both systems to complete a transit trip. Currently a Santa Cruz METRO Day Pass is honored onboard a MST bus for the value of a MST North County Zone. Conversely, Santa Cruz METRO accepts a MST transfer good for one ride. Additionally, riders

have the option to surrender their MST transfer and pay an additional \$3.25 for a Santa Cruz METRO Day Pass. Monthly Passes are not honored by either system, while discounted fares with a valid senior and disabled photo I.D. card are accepted.

Improving on this partnership is a two phase process:

- The first phase, at time of adoption, will reflect the current transfer procedure with the use of new fareboxes installed on Santa Cruz METRO buses on December 6, 2010. Please see **Attachment A - #2.01 a-h** for details on how transfers are currently processed.
- The second phase, beginning on April 2, 2011, is to offer a simple one ride transfer between the two systems. Please see **Attachment A - #2.02 a-h** for details on transfers are proposed to be processed.

All one ride transfers will remain free to encourage transit use between the two systems. Additionally, both systems will continue to accept the appropriate older adult/persons with disabilities photo I.D. cards, or other appropriate proof of discount eligibility as stated in the Americans with Disabilities Act.

There are several advantages to the proposed new transfer agreement as outlined in **Attachment A - #2.02 a-h**. The added simplicity will facilitate easy transfer transactions between passengers and bus operators, negating potential conflicts and improving the passenger riding experience. Transfers will be simpler for the passengers and the process will be seamless from their perspective. Operationally, there will be no money exchanged between Santa Cruz METRO and MST, eliminating any requirement for accounting or billing. Both systems will periodically request tallies of transferring passengers for service planning purposes.

Provisions in this transfer agreement call for ongoing discussions on how to incorporate new fare media as more options become available. Specifically, when both systems migrate to Smart Card technology or any other fare media as more options and opportunities become available, Santa Cruz METRO and MST will collectively reevaluate the provisions of this new transfer agreement to determine what appropriate changes are needed to incorporate Smart Cards as a tool for intra-agency travel.

Staff recommends that the Board of Directors approve the Transfer Agreement between Santa Cruz METRO and MST.

IV. FINANCIAL CONSIDERATIONS

While transfers are free and are worth one ride, any farebox revenue received by passengers continuing to ride on board Santa Cruz METRO bus service beyond the initial one ride is retained by Santa Cruz METRO. Currently, Santa Cruz METRO receives approximately 1,050 MST transfers per month. If an assumption was made that half of these passengers continued on past the initial one ride and bought an additional ride, the monthly revenue would potentially be an additional \$800 per month.

V. ATTACHMENTS

Attachment A: Transfer Agreement Between Santa Cruz Metropolitan Transit District and Monterey-Salinas Transit

Prepared By: Erich R. Friedrich, Jr. Transportation Planner
Date Prepared: February 17, 2011

**TRANSFER AGREEMENT BETWEEN
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
AND MONTEREY-SALINAS TRANSIT**

This Agreement is entered into this _____ day of _____ 2011 in the State of California by and between the Santa Cruz Metropolitan Transit District, hereinafter referred to as Santa Cruz METRO and the Monterey-Salinas Transit District, hereinafter referred to as MST who agree as follows:

I. Recitals

- 1.01. Santa Cruz METRO, whose Administrative Offices are located at 110 Vernon Street, Santa Cruz, CA, 95060, is a public transportation agency operating fixed route service throughout the County of Santa Cruz and its regional area.
- 1.02. MST, whose Administrative Offices are located at One Ryan Ranch Road, Monterey, CA 93940, is a public transportation agency operating fixed route service throughout the County of Monterey.
- 1.03. Because Santa Cruz METRO and MST operate within adjacent counties they have had a transfer policy arrangement between them which allowed each of their passengers to utilize the other agency's fixed route system for either no additional fare or a reduced fare.
- 1.04. Santa Cruz METRO and MST have found their passenger transfer arrangements to be beneficial to the fixed route services they offer the public and a means to encourage public transportation on both systems.
- 1.05. This Agreement is designed to set forth the transfer policy arrangement between Santa Cruz METRO and MST incorporating necessary revisions due to the purchase and implementation of the GFI revenue collection system by both Santa Cruz METRO and MST.

II. Passenger Transfer Arrangement

- 2.01 Effective **December 6, 2010**, when Santa Cruz METRO implements its new GFI fare collection system the transfer arrangement will be as follows:
 - a. Santa Cruz METRO passengers boarding a MST bus in Watsonville will present a valid transfer or day pass from Santa Cruz METRO's GFI farebox to the MST Coach Operator as fare payment for one ride within MST's North County Zone. This zone originating at the Watsonville Transit Center includes Pajaro, Las Lomas, Moss Landing, Prunedale, Castroville, and Salinas.
 - b. MST passengers boarding a Santa Cruz METRO bus in Watsonville will present a valid MST paper transfer as payment for one ride. Thereafter, any passenger transferring within Santa Cruz METRO's local bus system will be required to pay the full fare onboard the next Santa Cruz METRO bus.
 - c. Santa Cruz METRO, upon surrender of a valid MST transfer, will issue a Santa Cruz METRO Day Pass upon payment of an additional \$3.25. Santa Cruz METRO will retain this revenue.

- d. MST will honor a valid Santa Cruz METRO Day Pass for unlimited travel within the MST North County Zone.
- e. MST will accept the Santa Cruz senior and disabled photo ID for a discounted ride.
- f. Santa Cruz METRO will accept the MST senior and disabled photo ID for a discounted ride.
- g. Santa Cruz METRO will not issue transfer tickets at the Watsonville Transit Center.
- h. Santa Cruz METRO will not honor MST Monthly passes. MST will not honor Santa Cruz METRO Monthly passes.

2.02 Effective **April 2, 2011**, when MST implements its new GFI fare collection system the transfer arrangement will be modified as follows:

- a. Santa Cruz METRO passengers boarding a MST bus in Watsonville will surrender a valid Santa Cruz METRO transfer to MST as payment for one ride, via a direct route to either MST's Salinas Transit Center or to the Marina Transit Exchange. Passengers continuing beyond the Salinas Transit Center will pay an additional fare onboard the next MST bus.
- b. MST passengers boarding a Santa Cruz METRO bus in Watsonville will surrender a valid MST transfer as fare payment for one ride. Passengers transferring within Santa Cruz METRO'S local bus service will be required to pay the full fare onboard the next Santa Cruz METRO bus.
- c. MST and Santa Cruz METRO will continue to provide for the free transfer of passengers between the two systems as a courtesy to passengers and to encourage the use of public transportation between the two systems.
- d. There will be no revenue exchanged between the two systems or requirement to reimburse either system for transferring passengers. Passengers transferring between the two systems will not be counted or reported regularly; however, periodically either Santa Cruz METRO and/or MST may request a tally of transferring passengers.
- e. Both MST and Santa Cruz METRO will accept the appropriate senior/disabled photo ID cards, or other appropriate proof of discount eligibility within each system as provided for and required under the Americans with Disabilities Act and/or other Federal or State requirements. Personal Care Attendants (PCA) can ride with a fare-paying passenger who presents a Discount Photo ID Card with a Green dot.
- f. Day passes, other period passes, Smart Cards or other media are currently not being honored between the two systems. MST and Santa Cruz METRO agree that discussions will be held between the two agencies in order to facilitate establishing a partnership that will allow for fare media options to be used across county lines, with the intent of facilitating interagency travel. At such a time when agreement is reached, it may be deemed necessary to

reevaluate the provisions of this agreement to determine the validity of honoring said fare media between the two systems.

- g. Transfers issued between the systems will be valid for one (1) use for an entire transit day (example: until 2am). Transfers will be surrendered by passengers when boarding buses. Transfers have no cash value and cannot be used by passengers towards the purchase of an additional fare.
- h. At such time that Santa Cruz METRO or MST implements the use of Smart Card technology, Santa Cruz METRO and MST will reevaluate the provisions of this agreement to determine what appropriate changes to this Transfer Agreement are needed to incorporate the technological advances in intra-agency fare collection media.

III. Miscellaneous Provisions

- 3.01 All notices under this Agreement shall be deemed duly given upon delivery, if delivered by hand; or three days after posting, if sent by registered mail, return receipt requested; to a party hereto at the address set forth herein or to such other address as a party may designate by notice pursuant hereto:

METRO:

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

MST:

General Manager
Monterey-Salinas Transit
One Ryan Ranch Road
Monterey, CA 93940

- 3.02 This Agreement, together with all subordinate and other documents incorporated by reference herein, constitutes the entire agreement between the parties with respect to the subject matter contained herein and may only be modified by an amendment executed in writing, dated and signed by duly authorized representatives of each party to this Agreement. All prior agreements, representations, statements, negotiations, understandings and undertakings are superseded hereby.
- 3.03 Time is of the essence in this Agreement.
- 3.04 This Agreement shall commence on February 25, 2011 and shall continue from year to year until it is terminated by either party. Santa Cruz METRO or MST may terminate this agreement for its convenience at any time for any reason by giving written notice to the other party ten (10) days in advance of the termination date. If the agreement is terminated, Santa Cruz METRO and MST shall continue to follow the terms and conditions of this Agreement through the date of termination.

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

IN WITNESS WHEREOF, the parties hereto have executed this Agreement:

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

Carl G. Sedoryk, General Manager/CEO
Monterey-Salinas Transit
One Ryan Ranch Road
Monterey, CA 93940

Leslie R. White

Carl G. Sedoryk

Date: _____

Date: _____

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

STAFF REPORT

DATE: February 25, 2011

TO: Board of Directors

FROM: Leslie White, General Manager

SUBJECT: **CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE AN OPERATION AND MAINTENANCE AGREEMENT AND A COVENANT TO RESTRICT USE OF PROPERTY AGREEMENT BETWEEN SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO) AND THE DEPARTMENT OF TOXIC SUBSTANCE CONTROL (DTSC) FOR THE SITE LOCATED AT 425 FRONT STREET, SANTA CRUZ, CALIFORNIA**

I. RECOMMENDED ACTION

Authorize the General Manager to Execute an Operation and Maintenance Agreement and a Covenant to Restrict Use of Property Agreement with the Department of Toxic Substance Control (DTSC) for the Site located at 425 Front Street in Santa Cruz.

II. SUMMARY OF ISSUES

- The Santa Cruz Metropolitan Transit District (METRO) recently purchased the property located at 425 Front Street in Santa Cruz, CA (Property) from Transportation Realty Income Partners, L.P. (TRIP). The Property had most recently been utilized as the Greyhound Bus Station.
- The environmental consulting firm of Weber, Hayes & Associates prepared a combined Phase I/II Environmental Site Assessment of the Property dated July 23, 2002 and a Soil Delineation Investigation Report dated October 13, 2006, that documented the presence of soil and groundwater contamination affecting the Property.
- As part of the purchase sales agreement, TRIP was required to retain approximately \$500,000 in escrow to insure that the Property's documented contamination was environmentally remediated in accordance with the California Department of Toxic Substances Control (DTSC) requirements.
- As a result of the contamination, and the remediation, METRO is required to execute certain documents in order to insure the continuous monitoring of the Property by DTSC, limit the available uses of the property and insure annual inspections of the Property take place.
- Additionally, in order to qualify for Orphan funding, the attached Agreements must be executed and provided to DTSC by Monday, February 28, 2011.

III. DISCUSSION

METRO purchased the property located at 425 Front Street in Santa Cruz for the expansion and development of Pacific Station. At one point in time, METRO intended to incorporate the Property into the redevelopment project for Pacific Station to create an expanded facility that could provide additional bus capacity to meet the region's growing transit needs, commercial space and additional parking to serve transit riders, and affordable housing for working families in the community. At this juncture with the existing budget constraints it is anticipated that the Property will provide METRO with additional space to park buses during layovers at Pacific Station.

During the environmental assessment of the Property, it was determined that the soil was contaminated. According to the Environmental Consultants, the chemicals of concern that were identified at the site are petroleum hydrocarbons, polynuclear aromatic hydrocarbons (PAHs), and the metals antimony, arsenic, cadmium, lead and zinc. The remediation activities on the Property are currently being implemented. They consist of excavating the contaminated soils to 3 feet below ground surface and transporting them to an appropriate permitted landfill for disposal and importing clean fill material to replace the removed soil. The volume of soil that is being removed is projected to be approximately 2,222 cubic yards. According to DTSC, the clean fill would form a clean soil cap that effectively isolates the remaining contaminated soil, thereby eliminating risk and health hazards from exposure to the chemicals of concern in the soil. Additionally, capping was designed to reduce the potential for water to infiltrate through contaminated soils into the groundwater. METRO proposed that an asphalt seal be placed over the Cap and actually be part of the Cap. DTSC determined that this remediation alternative met all of the remedial action objectives and best balanced cost-effectiveness with overall risk reduction, met the community goal of removing all contamination, was technically feasible and could be completed in a shorter duration. Since not all of the contamination will be removed, a land use covenant (LUC) is required by DTSC.

Additionally, DTSC, after a thorough review of available historical Site Information, determined apportionment of liability for the site contamination as follows: Greyhound Lines Inc./Transportation Realty Income Partners, L.P.(as the then current owner of the property): 25%; Chevron Corporation and Pacific Gas & Electric Company (successors in interest to companies who were believed to have contributed to the contamination): 10% and Orphan Shares (that share of liability for the costs of response actions apportioned to responsible persons who are insolvent or cannot be identified or located): 65%.

The documents for consideration of review and approval are attached as follows:

1. Operation and Maintenance Agreement

This proposed Agreement between METRO and DTSC authorizes the DTSC to oversee the investigation and/or remediation of a release or threatened release of any hazardous substance at or from the Site, and to oversee the operation and maintenance of any remediation system installed at the Site. As part of the remediation work a Cap was

required on the Property to reduce the potential for direct contact with contaminated soils. This Agreement requires that the Cap remain in place unless written authorization is obtained from DTSC. Additionally, METRO is required to submit a Cap Management Plan to DTSC, which is set forth in Exhibit C. Further, METRO will be responsible for any requirements for inspections, monitoring, reporting and record keeping at METRO's expense. METRO is required to notify DTSC immediately upon learning of any condition that may pose an immediate threat to public health or safety or the environment. METRO is required by the Cap Management Plan to retain the expertise of a registered professional engineer trained in identifying areas of questionable cap integrity. This engineer is required to conduct visual inspections on an annual basis and as warranted. A written record is required to be kept of the inspections. In the event cap repairs are required, they will be immediately repaired in accordance with the Cap Management Plan.

2. Covenant To Restrict Use of Property

This Agreement is between DTSC and METRO which restricts the use of the Property to prohibit the raising of food, including cattle or food crops on the property. It also restricts activities that may disturb the Cap (e.g. excavation, grading, removal, trenching, filling, earth movement, or mining) without approval by DTSC, and does not allow tampering or alteration of the Cap without approval by DTSC. Further, METRO is required to notify the DTSC in the event there is any damage or repairs for damage to the Cap. METRO must provide written notification to any buyers, lessees or sub lessees of the existence of this Covenant and its Environment Restrictions. METRO is also responsible to pay any DTSC's costs in administering the covenant.

In order to qualify for the orphan funds available for the clean-up of the property, METRO is required to execute the attached documents and provide them to DTSC by February 28, 2011. Time is of the essence to execute these documents.

IV. FINANCIAL CONSIDERATIONS

Orphan Funding is available for the clean up of the property located at 425 Front Street, Santa Cruz, CA. If allowed METRO will obtain funding for the asphalt seal placed on the property.

V. ATTACHMENTS

Attachment A: Operation and Maintenance Agreement with attachments

Attachment B: Covenant to Restrict Use of Property with attachments.

ATTACHMENT A

In the matter of:) Docket No. _____
)
Former Greyhound Bus Depot) OPERATION AND MAINTENANCE
425 Front Street) AGREEMENT
Santa Cruz, CA 95060)
)
Proponent:)
)
Santa Cruz Metropolitan Transit District) Health and Safety Code
110 Vernon Street) Section 25355.5 (a)(1)(C)
Santa Cruz, CA 95060)
_____)

The California Department of Toxic Substances Control (DTSC) and Santa Cruz Metropolitan Transit District (Proponent) enter into this Operation and Maintenance Agreement (Agreement) for the site located at 425 Front Street, Santa Cruz, CA 95060 (Site) and agree as follows:

1. Jurisdiction. This Agreement is entered into by DTSC and Proponent pursuant to Health and Safety Code section 25355.5(a)(1)(C) which authorizes DTSC to enter into an enforceable agreement to oversee the investigation and/or remediation of a release or threatened release of any hazardous substance at or from the Site, and to oversee the operation and maintenance of any remediation system installed at the Site.

2. Site Ownership and Location. The Site is owned by the Santa Cruz Metropolitan Transit District. A site location map and the assessor's parcel map are attached as Exhibit A and Exhibit B. .

3. Operation and Maintenance Plan. Operation and maintenance of the Cap Management Plan is required at the Site. The Cap, as described in the Cap Management Plan, shall remain in place, not to be disturbed by Proponent until and except to the extent that the DTSC authorizes Proponent in writing to discontinue, move or modify some or all of the Cap or Cap Management Plan.

4. Implementation of Operation and Maintenance Plan. Proponent shall submit a Cap Management Plan to DTSC for approval. Proponent shall fully implement the DTSC-approved Cap Management Plan dated February 25, 2011, attached as Exhibit C, including any requirements for inspections, monitoring, reporting and record keeping.

5. Modification or Discontinuation of Cap or Cap Management Plan. Proponent shall submit a written request for DTSC's authorization for any modification or discontinuation of the Cap or Cap Management Plan or any part thereof at least 60 days, to the extent feasible, prior to the intended date of any proposed modification or discontinuation. Proponent may seek modification or discontinuation of the Cap or Cap Management Plan or any part thereof if (a) Proponent has met the remediation objectives for the site; (b) the modification would better achieve the remediation

ATTACHMENT A

objectives; or (c) it has been demonstrated that the maximum achievable remediation has occurred. The written request to DTSC shall include the reasons for the request, a detailed description of any work to be done or modification to be made, and a map showing the exact location of the proposed work.

6. DTSC-Required Modification. DTSC may require modification, replacement, or additions to the Cap Management Plan if the Cap or part of thereof is not achieving the remediation objectives or is not protecting human health or the environment. DTSC may require additional evaluations, designs and the construction and operation of facilities to achieve these objectives.

7. Quality Control/Quality Assurance (QC/QA). All sampling and analysis conducted by Proponent under this Agreement shall be performed in accordance with the QC/QA procedures submitted by Proponent and approved by DTSC pursuant to this Agreement.

8. Financial Assurance. Proponent must assure that sufficient funds are available to implement all the requirements of this Agreement and to pay DTSC's costs as specified in Paragraph 9. Proponent has established a _____ [eg., trust fund, insurance policy, letter of credit, etc.] as the financial assurance mechanism that meets DTSC's requirements pursuant to California Code of Regulations, title 22, section 66265.143. **[Proponent must propose a financial assurance mechanism to DTSC and obtain DTSC's approval before this Agreement is finalized.]**

9. Cost Recovery and Payment.

9.1. Proponent is liable for all of DTSC's costs incurred in implementing this Agreement, including costs of overseeing the work performed by Proponent, and in responding to any contamination at the Site. Cost recovery may be pursued by DTSC pursuant to applicable state or federal laws or common law. DTSC will invoice Proponent for DTSC's costs on a quarterly basis.

9.2. All payments made by Proponent pursuant to this Agreement shall be by check payable to the "Department of Toxic Substances Control", and bearing on its face the project code for the Site (Site # 290006-00) and the docket number of this Agreement. Upon request by Proponent, DTSC may accept payments made by credit cards. Payments by check shall be sent to:

Department of Toxic Substances Control
Accounting Office
1001 I Street, 21st Floor
P.O. Box 806
Sacramento, California 95812-0806

A photocopy of the check shall be sent concurrently to DTSC's Project Manager.

ATTACHMENT A

9.3. DTSC shall retain all cost records associated with the work performed under this Agreement as may be required by state law. DTSC will make all documents that support DTSC's cost determination available for inspection upon request in accordance with the Public Records Act, Government Code section 6250 et seq.

10. Endangerment During Implementation.

10.1. Proponent shall notify DTSC's Project Manager immediately upon learning of any condition that may pose an immediate threat to public health or safety or the environment. Within seven days of the onset of such a condition, Proponent shall furnish a report to DTSC, signed by Proponent's Project Manager, setting forth the conditions and events that occurred and the measures taken in response thereto.

10.2. In the event DTSC determines that any activity (whether or not pursued in compliance with this Agreement) may pose an imminent or substantial endangerment to the health or safety of people on the Site or in the surrounding area or to the environment, DTSC may order Proponent to conduct additional activities or to stop further implementation of this Agreement for such period of time as may be needed to abate the endangerment. DTSC may request that Proponent implement interim measures to address any immediate threat or imminent or substantial endangerment.

11. Site Access. Proponent shall provide, and/or obtain access to the Site and take all reasonable efforts to obtain access to offsite areas to which access is necessary to implement the Agreement. Such access shall be provided to DTSC's employees, contractors, and consultants at all reasonable times. Such access shall also be provided to any other proponent or Proponent who is in compliance with this Agreement for the purpose of conducting activities pursuant to this Agreement or for activities deemed necessary by DTSC to meet the objectives of this Agreement. Nothing in this paragraph is intended or shall be construed to limit in any way the right of entry or inspection that DTSC or any other agency may otherwise have by operation of law.

12. Sampling, Data and Document Availability. When requested by DTSC, Proponent shall make available for DTSC's inspection, and shall provide copies of, all data and information concerning contamination at or from the Site, including technical records and contractual documents, sampling and monitoring information and photographs and maps, whether or not such data and information was developed pursuant to this Agreement. For all final reports, Proponent shall submit one hard (paper) copy and one electronic copy with all applicable signatures and certification stamps as a text-readable Portable Document Formatted (pdf) file Adobe Acrobat or Microsoft Word formatted file.

13. Record Preservation. Proponent shall retain, during the implementation of this Agreement and for a minimum of six years after its termination, all data, reports, and other documents that relate to the performance of this Agreement. If DTSC requests that some or all of these documents be preserved for a longer period of time,

ATTACHMENT A

Proponent shall either comply with the request, deliver the documents to DTSC, or permit DTSC to copy the documents at Proponent's expense prior to destruction.

14. Notification of Field Activities. Proponent shall inform DTSC at least seven days in advance of all field activities pursuant to this Agreement and shall allow DTSC and its authorized representatives to take duplicates of any samples collected by Proponent pursuant to this Agreement.

15. Project Managers. Within 14 days of the effective date of this Agreement, DTSC and Proponent shall each designate a Project Manager and shall notify each other in writing of the Project Manager selected. Each Project Manager shall be responsible for overseeing the implementation of this Agreement and for designating a person to act in his/her absence. All communications between DTSC and Proponent, and all notices, documents and correspondence concerning the activities performed pursuant to this Agreement shall be directed through the Project Managers. Each party may change its Project Manager with at least seven days prior written notice.

16. Proponent's Consultant and Contractor. All work performed pursuant to this Agreement shall be under the direction and supervision of a professional engineer or professional geologist, licensed in California, with expertise in hazardous substances site cleanup. Proponent's Project Manager, contractor or consultant shall have the technical expertise sufficient to fulfill his or her responsibilities. Within 14 days of the effective date of this Agreement, Proponent shall notify DTSC's Project Manager in writing of the name, title, and qualifications of the professional engineer or professional geologist and of any contractors or consultants and their personnel to be used in carrying out the work under this Agreement in conformance with applicable state law, including but not limited to, Business and Professions Code sections 6735 and 7835.

17. DTSC Review and Approval. All work performed pursuant to this Agreement is subject to DTSC's review and approval. If DTSC determines that any report, plan, schedule or other document submitted for approval pursuant to this Agreement fails to comply with this Agreement or fails to protect public health or safety or the environment, DTSC may (a) return comments to Proponent with recommended changes and a date by which the Proponent must submit to DTSC a revised document incorporating or addressing the recommended changes; or (b) modify the document in consultation with Proponent and approve the document as modified. All DTSC approvals and decisions made regarding submittals and notifications will be communicated to Proponent in writing by DTSC's Branch Chief or his/her designee. No informal advice, guidance, suggestions or comments by DTSC regarding reports, plans, specifications, schedules or any other writings by the Proponent shall be construed to relieve Proponent of the obligation to obtain such written approvals.

18. Amendments. This Agreement, including the attached Cap Management Plan, may be amended in writing by mutual agreement of DTSC and Proponent. Such amendment shall be effective the third business day following the day the last party

ATTACHMENT A

signing the amendment sends its notification of signing to the other party. The parties may agree to a different effective date.

19. Incorporation of Exhibits, Plans and Reports. All exhibits are incorporated into this Agreement by reference. All plans, schedules and reports that require DTSC's approval and are submitted by Proponent pursuant to this Agreement are incorporated in this Agreement upon DTSC's approval.

20. Reservation of Rights. DTSC reserves all of its statutory and regulatory powers, authorities, rights, and remedies under applicable laws to protect public health or the environment, including the right to recover its costs incurred therefor. Proponent reserves all of its statutory and regulatory rights, defenses and remedies available to Proponent under applicable laws..

21. Non-Admission of Liability. By entering into this Agreement, Proponent does not admit to any finding of fact or conclusion of law set forth in this Agreement or any fault or liability under applicable laws.

22. Proponent Liabilities. Nothing in this Agreement shall constitute or be considered a covenant not to sue, release or satisfaction from liability by DTSC for any condition or claim arising as a result of Proponent's past, current, or future operations or ownership of the Site.

23. Government Liabilities. The State of California or DTSC shall not be liable for any injuries or damages to persons or property resulting from acts or omissions by Proponent or by related parties in carrying out activities pursuant to this Agreement, nor shall the State of California or DTSC be held as a party to any contract entered into by Proponent or its agents in carrying out the activities pursuant to this Agreement.

24. Third Party Actions. In the event that Proponent is a party to any suit or claim for damages or contribution relating to the Site to which DTSC is not a party, Proponent shall notify DTSC in writing within 10 days after service of the complaint in the third-party action. Proponent shall pay all costs incurred by DTSC relating to such third-party actions, including but not limited to responding to subpoenas.

25. California Law. This Agreement shall be governed, performed and interpreted under the laws of the State of California.

26. Severability. If any portion of this Agreement is ultimately determined not to be enforceable, that portion will be severed from the Agreement and the severability shall not affect the enforceability of the remaining provisions of the Agreement.

27. Parties Bound. This Agreement applies to and is binding, jointly and severally, upon Proponent and its agents, receivers, trustees, successors and assignees, and upon DTSC and any successor agency that may have responsibility for and jurisdiction over the subject matter of this Agreement. Proponent shall ensure that

ATTACHMENT A

its contractors, subcontractors and agents receive a copy of this Agreement and comply with this Agreement.

28. Effective Date. The effective date of this Agreement is the date of signature by DTSC's authorized representative after this Agreement is first signed by Proponent's authorized representative. Except as otherwise specified, "days" means calendar days.

29. Representative Authority. Each undersigned representative of the party to this Agreement certifies that she or he is fully authorized to enter into the terms and conditions of this Agreement and to execute and legally bind the party to this Agreement.

30. Counterparts. This Agreement may be executed and delivered in any number of counterparts, each of which when executed and delivered shall be deemed to be an original, but such counterparts shall together constitute one and the same document.

Mark Piros, Unit Chief - Cleanup Program
Department of Toxic Substances Control

Date: _____

Leslie R. White, General Manager
Santa Cruz Metropolitan Transit District

Date: _____

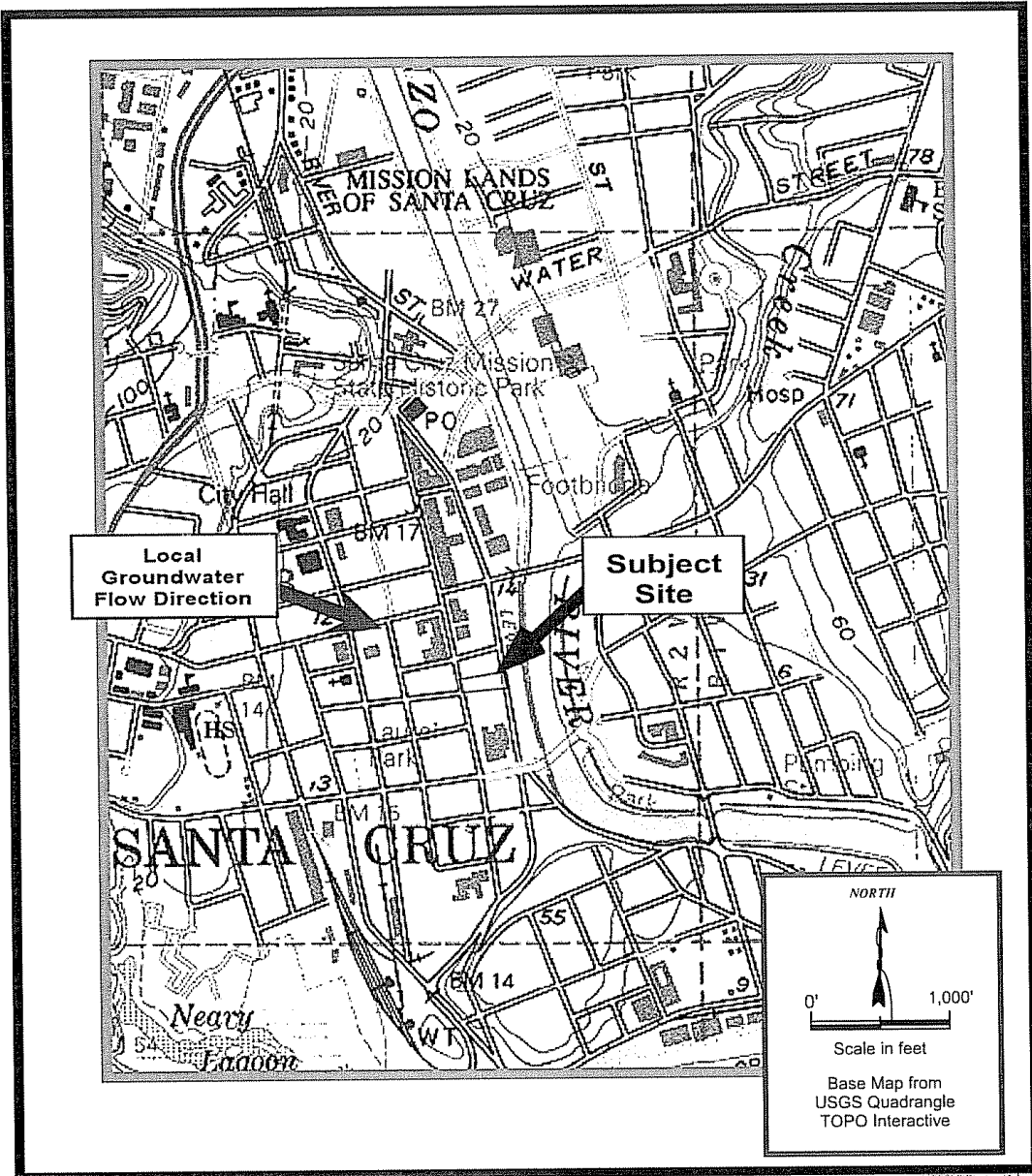
ATTACHMENT A

**EXHIBITS
for the
OPERATION AND MAINTENANCE AGREEMENT**

Exhibit A: Site Location Map

**Exhibit B: Tax Assessors Map &
Legal Description (from Preliminary Title Report)**

ATTACHMENT A

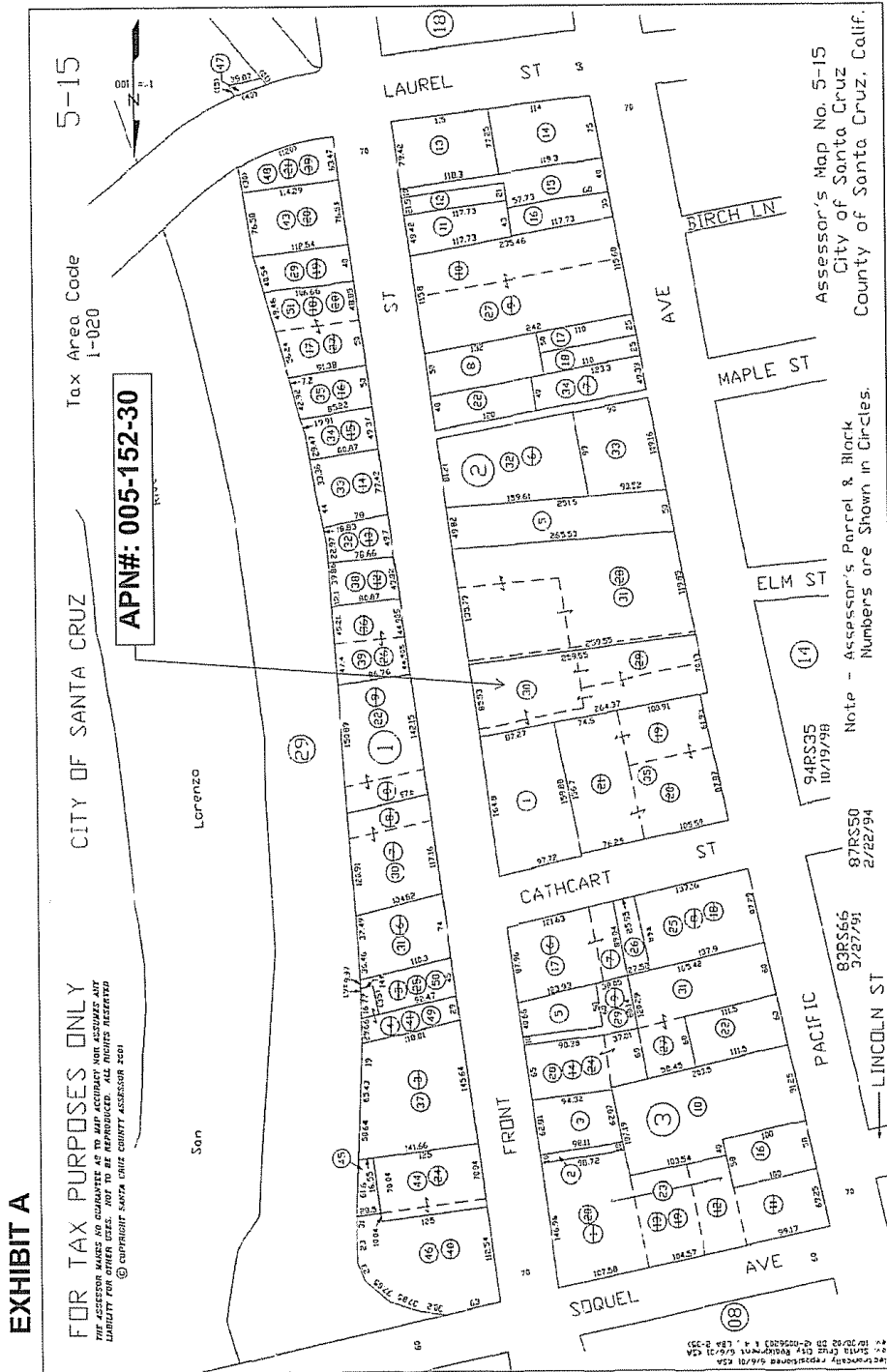


WA
Weber, Hayes & Associates
 Hydrogeology and Environmental Engineering
 120 Westgate Drive, Watsonville, Ca. 95076
 (831) 722 - 3580 (831) 662 - 3100

LOCATION MAP
 Greyhound Bus Depot
 425 Front Street
 Santa Cruz, California

FIGURE
1
 Job #
 23023

ATTACHMENT A



ATTACHMENT A

EXHIBIT “C”

CAP MANAGEMENT PLAN

425 Front Street
Santa Cruz, California 95060

1.0 INTRODUCTION

This Cap Management Plan (CMP) addresses the construction of the cap at the property located at 425 Front Street, Santa Cruz, California ("the site"; Figure 1). It also presents the requirements for the proper maintenance activities associated with the cap. Additionally, notification requirements are detailed in the event of a cap failure.

2.0 SITE DESCRIPTION AND HISTORY

2.1 Description

The site is an approximate 21,000 square foot parcel within the downtown area of Santa Cruz, California. The rectangular property has frontage access to both Front Street (to the east) and Pacific Avenue (to the west) and is bordered by retail and commercial businesses to the north and the City of Santa Cruz Metro Center Bus Terminal to the south. The Property is also generally described as Santa Cruz County Assessor's Parcel Number: 005-152-30.

2.2 History

The site has been occupied by a transformer station, various commercial businesses, including automotive, furniture, and paint sales. In 1961 the site was converted to its existing use as a bus station. The site is presently owned by the Santa Cruz Metropolitan Transit District. Proposed redevelopment plans call for the construction of a new downtown Santa Cruz Metro Transit Center on the site and on the adjacent parcel to the South. The Metro Center will be a mixed-use facility with bus loading, commercial and retail businesses, parking, and upper floor residences.

Site assessment reports, a Risk Assessment Report, and a Remedial Action Plan, were prepared by Weber Hayes & Associates (WHA) of Watsonville, California. WHA's reports identified the chemicals of concern which may pose adverse health effects to on-site construction workers and future residents at the site. This CMP was written based upon WHA's assessment and recommendations pertaining to the site.

3.0 CAP CONSTRUCTION

3.1 Purpose

Capping technology shall be used to reduce the potential for direct contact with contaminated soils. Additionally, capping will reduce the potential for water to infiltrate through contaminated soils into the groundwater. The cap or final cover will be designed to minimize infiltration of precipitation. Precipitation collected from roofs, streets, sidewalks,

ATTACHMENT A

and parking lots will be directed into storm sewer systems and routed to proper discharge points.

The cap will operate with a minimum of maintenance and promote drainage from its surface while minimizing erosion. It has also been designed so that the settling and subsidence are accommodated to minimize the potential for disruption of continuity and function of the final cover.

3.2 Construction Details

A schematic of the construction details is attached as Figure 2. After excavation to the proper grade, the native soil was compacted. The compacted soil is covered by (in order): a 18" layer of clean fill soil, a 10" layer of base rock, and a 8" layer of asphalt which will insure that the native soil will be permanently encapsulated.

3.3 Inspection and Maintenance

Asphalt paving may crack or require maintenance. Visual inspections will be conducted yearly by a registered professional engineer, trained in identifying areas of questionable cap integrity. Additionally, visual inspections will be conducted as warranted. For Example, after seismic activity, the cap will be immediately inspected.

A written record will be kept of the cap inspections. The log will be kept at Santa Cruz Metropolitan Transit District, 110 Vernon Street, Santa Cruz, CA 95060. At a minimum, the log will include date and time of inspection, person performing inspection, cap condition, and repairs and repair date, if any.

3.3.1 Notification

In the event cap repairs are required, the property management will be notified immediately. Verbal and written notification will be given to the following individuals:

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

3.4 Cap Repair

In the event cracks or exposed soils are encountered, the cap will be repaired immediately.

In the event soils are encountered beneath the cap, they will be immediately contained in Department of Transportation approved containers. The soil will be sampled to facilitate the proper soil disposal, if necessary, at a licensed disposal facility. Cracks will be sealed or repaired. If possible, pressure grouting will be utilized. The individuals responsible for repairing the cap and/or containerize the soils, must have read and understood the site Health and Safety Plan.

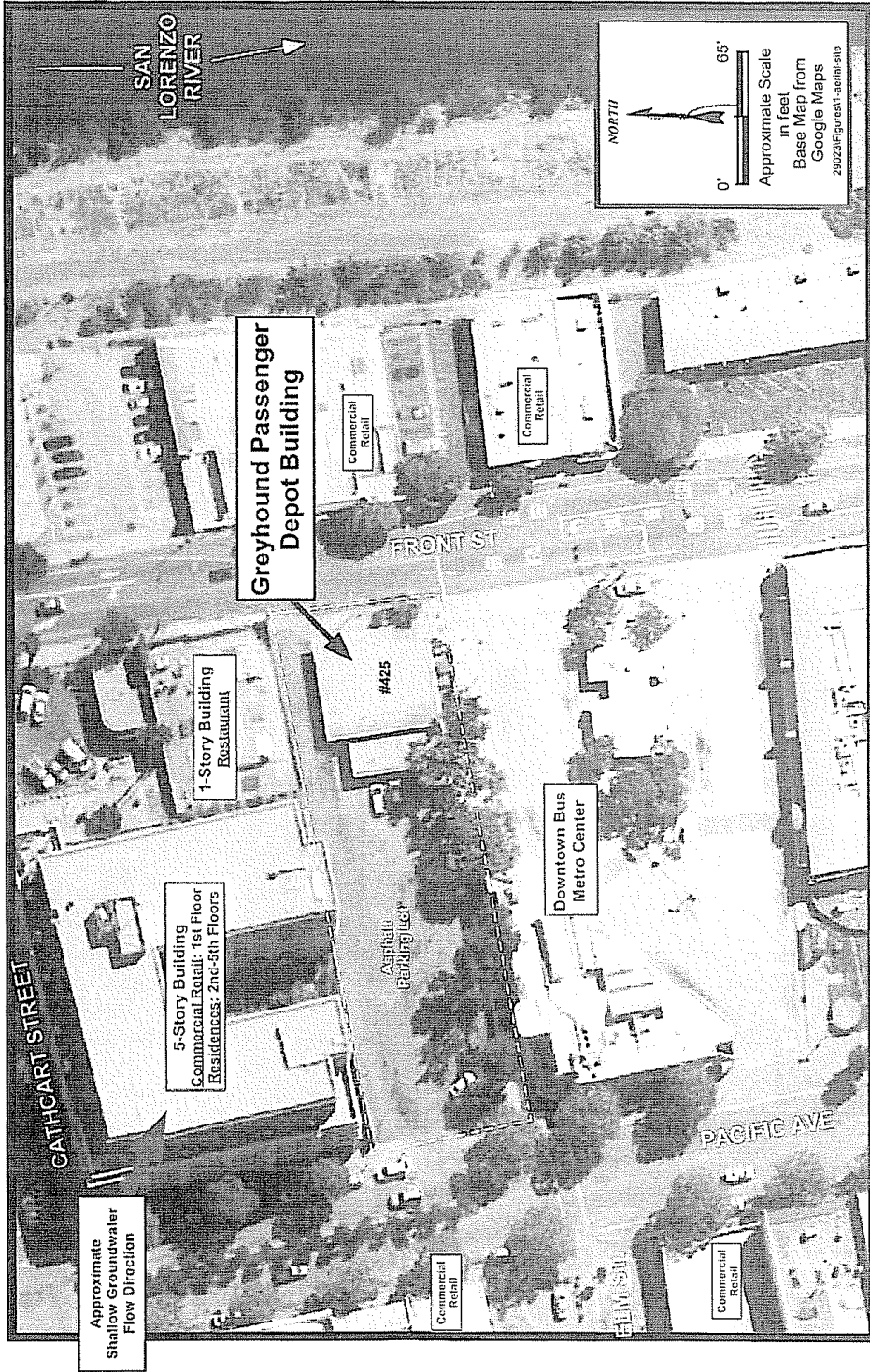
ATTACHMENT A

EXHIBITS for the CAP MANAGEMENT PLAN

Figure 1: Site Map

Figure 2: “Capped Property” & Typical Excavation Profiles
Plus
Restoration Grade & Drainage
(Schematic of the construction details)

ATTACHMENT A



Approximate
Shallow Groundwater
Flow Direction

5-Story Building
Commercial, Retail: 1st Floor
Residences: 2nd-5th Floors

1-Story Building
Restaurant

Greyhound Passenger
Depot Building

Commercial
Retail

FRONT ST

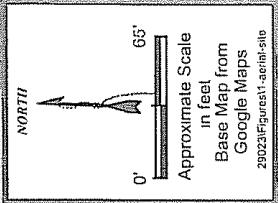
Asphalt
Parking Lot

Downtown Bus
Metro Center

PACIFIC AVE

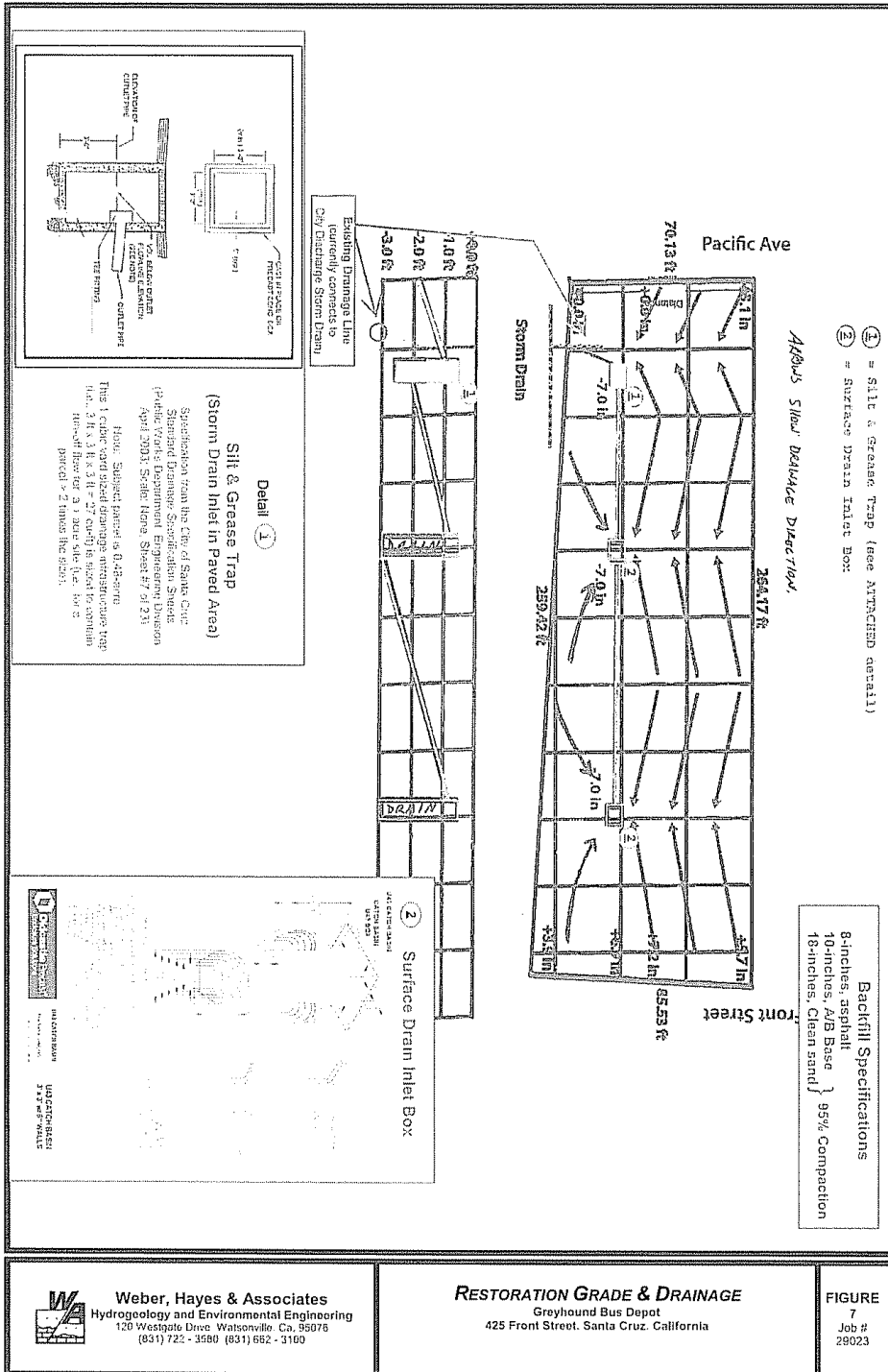
Commercial
Retail

Commercial
Retail



 <p>Weber, Hayes & Associates Hydrogeology and Environmental Engineering 120 Westgate Drive, Watsonville, Ca. 95076 (831) 722 - 3580 (831) 682 - 3100</p>	<p>VICINITY AERIAL MAP Greyhound Bus Depot 425 Front Street Santa Cruz, California</p>	<p>FIGURE 1 Job # 29023</p>
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ATTACHMENT A



ATTACHMENT B

RECORDING REQUESTED BY:
Santa Cruz Metropolitan Transit District
110 Vernon Street
Santa Cruz, CA 95060

WHEN RECORDED, MAIL TO:

Department of Toxic Substances Control
700 Heinz Avenue, Suite 200
Berkeley, California 94710
Attention: Barbara J. Cook, P.E., Chief
Northern California -Coastal Cleanup
Operations Branch

SPACE ABOVE THIS LINE RESERVED FOR RECORDER'S USE

COVENANT TO RESTRICT USE OF PROPERTY

ENVIRONMENTAL RESTRICTION

(Re: County of Santa Cruz APN 005-152-30, Santa Cruz Metropolitan Transit District Site (Former Greyhound Bus Depot Site), DTSC Site Code No. 290006-00)

This Covenant and Agreement ("Covenant") is made by and between the Santa Cruz Metropolitan Transit District (the "Covenantor"), the current owner of property situated in Santa Cruz, County of Santa Cruz, State of California, described in Exhibit "A", attached hereto and incorporated herein by this reference (the "Property"), and the Department of Toxic Substances Control (the "Department"). Pursuant to Civil Code section 1471, the Department has determined that this Covenant is reasonably necessary to protect present or future human health or safety or the environment as a result of the presence on the land of hazardous materials as defined in Health and Safety Code section 25260. The Covenantor and Department, collectively referred to as the "Parties", hereby agree, pursuant to Civil Code section 1471, and Health and Safety Code section 25355.5 that the use of the Property be restricted as set forth in this Covenant; and the Parties further agree that the Covenant shall conform with the requirements of California Code of Regulations, title 22, section 67391.

Covenant To Restrict Use of Property
Santa Cruz Metropolitan Transit District Site (Site Code 290006-00)

Page 1

14.b1

ATTACHMENT B

ARTICLE I

STATEMENT OF FACTS

1.01. The Property, totaling approximately 21,000 square foot (ft²) is more particularly described and depicted in Exhibit "A", attached hereto and incorporated herein by this reference. The Commercial Property is located in the downtown area of Santa Cruz, California, at 425 Front Street. The rectangular property has frontage access to both Front Street (to the east) and Pacific Avenue (to the west) and is bordered by retail and commercial businesses to the north and the City of Santa Cruz Metro Center Bus Terminal to the south (see Site Map, Exhibit "A"). The Property is also generally described as Santa Cruz County Assessor's Parcel Number: 005-152-30.

1.02. The Property is being remediated in accordance with the Remedial Action Plan developed pursuant to Chapter 6.85 of Division 20 of the California Health and Safety Code, under the oversight of the Department. The Department circulated a draft Remedial Action Plan, together with a draft Negative Declaration pursuant to the California Environmental Quality Act, Public Resources Code section 21000 et seq., for public review and comment. The Remedial Action Plan and the Negative Declaration were approved by the Department on July 1, 2010. Greyhound Lines, Inc., the former site occupant, is remediating the Property under the supervision and authority of the Department.

1.03 The Remedial Action Plan provided that a Covenant be required as part of the site remediation because hazardous substances, as defined in Health and Safety Code section 25316, which are also hazardous materials as defined in Health and Safety Code section 25260, including total petroleum hydrocarbons, poly nuclear aromatics, and metals, remain in the soil in and under portions of the Property.

1.04 The final remedy approved in the Remedial Action Plan included the following remediation activities:

- (a) Demolition of existing structures at the Property and removal of trees encroaching into the impacted area;

ATTACHMENT B

- (b) Soil excavation and offsite disposal of the upper three (3) feet of soil at the Property, totaling approximately 3,900-cubic yards of contaminated soil;
- (c) Placement of a "Cap" over the remaining impacted soil below the three-foot depth by backfilling the three-foot deep excavation area with clean fill and rock meeting the site cleanup goal (the "Capped Property", depicted on Exhibit "B");
- (d) Restoration of the Property surface and drainage; and
- (e) Recordation of a deed restriction that restricts the use of the Property.

1.05. Impacts to Shallow Soils: As detailed in the Remedial Action Plan approved by the Department on July 1, 2010, soil underlying the Capped Property contains hazardous substances, as defined in Health and Safety Code section 2531 6. PAHs (Benzo(a)anthracene, Chrysene, Benzo(a)fluoranthene, Benzo(k)fluoranthene, Benzo(a)pyrene, Indeno (1,2,3-cd)pyrene, Dibenzo(a,h)anthracene), Total Petroleum Hydrocarbons (motor oil), and metals (antimony, arsenic, cadmium, and lead) are the Chemicals of Concern (COCs) found in soil at the site above screening levels. The extent of soils with these COCs (at concentrations exceeding screening levels) has been adequately estimated for remedial planning purposes based on the results of subsurface investigations conducted at the site. The table below summarizes the ranges of concentrations of COCs and the location of the highest concentrations detected at the site.

Locations of the Highest Concentrations of COCs Detected at the Santa Cruz Greyhound Bus Depot Property				
Chemical Of Concern	Minimum Concentration Detected (mg/kg)	Maximum Concentration Detected (mg/kg)	Depth and Location of the Highest Concentration	Screening Level (residential/commercial) (mg/kg)
PAHs	< 0.05	9.6	5 feet bgs in B- 7	0.38 / 1.3 – ESL

ATTACHMENT B

Locations of the Highest Concentrations of COCs Detected at the Santa Cruz Greyhound Bus Depot Property				
Chemical Of Concern	Minimum Concentration Detected (mg/kg)	Maximum Concentration Detected (mg/kg)	Depth and Location of the Highest Concentration	Screening Level (residential/commercial) (mg/kg)
TPH- motor oil	< 10	5,200	2.5 feet bgs in B-8	370 / 2,500 - ESL
Antimony	< 1.0	38	2.5 feet bgs in B-17	30 / 380 – CHHSL
Arsenic	1.9	110	2.5 feet bgs in B-8	0.070 / 0.24 – CHHSL
Cadmium	< 1.0	4.8	2.5 feet bgs in B-12	1.7 / 7.5 CHHSL
Lead	3.1	3,300	2.5 feet bgs in B-17	80 / 320 – CHHSL

As noted, CHHSLs (California Human Health Screening Level, DTSC) were used as the primary screening limit, but ESLs (Environmental Screening Level, SF Bay Water Board) were used when no CHHSLs available for a specific contaminant compound.

1.06. Soil Gas: The soil gas samples collected from the site indicate that there is no risk from vapor intrusion at the site.

1.07. Groundwater: None of the PAHs, TPH or metals have been detected in shallow groundwater beneath the site, except for arsenic and antimony. Arsenic was detected at a concentration below the drinking Maximum Contaminant Level (MCL) specified by the California Department of Public Health. Antimony was detected in one of the three groundwater samples collected at the site at a concentration slightly exceeding its drinking water MCL. This single, low-level detection of Antimony at a concentration, which only slightly exceeded its' MCL, is not considered significant.

ATTACHMENT B

1.08. As the cleanup goals for the Property, as detailed in the Remedial Action Plan, were based upon the future use of the Property as a multi-use Metro Center which would include bus loading and commercial businesses at street level, parking on the second level and residences on the third and upper levels, the remedial actions taken pursuant to the approved Remedial Action Plan mitigates all human health risk at the Property. The Department concludes that the Property, subject to the restrictions of this land use covenant, does not present an unacceptable threat to human health or safety or to the environment.

ARTICLE II

DEFINITIONS

2.01. Department. "Department" means the California Department of Toxic Substances Control and includes its successor agencies, if any.

2.02. Environmental Restrictions. "Environmental Restrictions" means all protective provisions, covenants, restrictions, prohibitions, and terms and conditions as set forth in any section of this Covenant.

2.03. Improvements. "Improvements" include, but is not limited to: buildings, structures, roads, driveways, improved parking areas, wells, pipelines, or other utilities.

2.04. Lease. "Lease" means lease, rental agreement, or any other document that creates a right to use or occupy any portion of the Property.

2.05. Occupant. "Occupant" means Owners and any person or entity entitled by ownership, leasehold, or other legal relationship to the right to occupy any portion of the Property.

2.06. Owner. "Owner" means the Covenanter, its successors in interest, and their successors in interest, including heirs and assigns, who at any time hold title to all or any portion of the Property.

ATTACHMENT B

ARTICLE III

GENERAL PROVISIONS

3.01. Runs with the Land. This Covenant sets forth Environmental Restrictions, that apply to and encumber the Property and every portion thereof no matter how it is improved, held, used, occupied, leased, sold, hypothecated, encumbered, or conveyed. This Covenant: (a) runs with the land pursuant to Health and Safety Code section 25355.5 and Civil Code section 1471; (b) inures to the benefit of and passes with each and every portion of the Property, (c) is for the benefit of, and is enforceable by the Department, and (d) is imposed upon the entire Property unless expressly stated as applicable only to a specific portion thereof.

3.02. Binding upon Owners/Occupants. Pursuant to the Health and Safety Code, this Covenant binds all owners of the Property, their heirs, successors, and assignees, and the agents, employees, and lessees of the owners, heirs, successors, and assignees. Pursuant to Civil Code section 1471, all successive owners of the Property are expressly bound hereby for the benefit of the Department.

3.03. Written Notice of the Presence of Hazardous Substances. Prior to the sale, lease or sublease of the Property, or any portion thereof, the owner, lesser, or sublessor shall give the buyer, lessee, or sublessee written notice of the existence of this Covenant and its Environmental Restrictions.

3.04. Incorporation into Deeds and Leases. This Covenant and its Environmental Restrictions shall be incorporated by reference in each and every deed and Lease for any portion of the Property.

3.05. Conveyance of Property. The Owner shall provide written notice to the Department not later than thirty (30) days after any conveyance of any ownership interest in the Property (excluding Leases, and mortgages, liens, and other non-possessory encumbrances). The written notice shall include the name and mailing address of the new owner of the Property and shall reference the site name and site code as listed on page one of this Covenant. The notice shall also include the Assessor's Parcel Number (APN) noted on page one. If the new owner's property has been assigned a different APN, each such APN that covers the Property must be

ATTACHMENT B

provided. The Department shall not, by reason of this Covenant, have authority to approve, disapprove, or otherwise affect proposed conveyance, except as otherwise provided by law, or by administrative order.

3.06. Costs of Administering the Covenant to be paid by Owner. The Department has already incurred and will in the future incur costs associated with the administration of this Covenant. Therefore, the Owner hereby covenants for himself and for all subsequent Owners that, pursuant to California Code of Regulations, title 22, section 67391.1(h), the Owner agrees to pay the Department's cost in administering the Covenant.

ARTICLE IV RESTRICTIONS

4.01. Prohibited Activities. The following activities shall be prohibited:

- (a) Raising of food (cattle, food crops) on Capped Property.

4.03. Non-Interference with Cap. Owner agrees that:

- (a) Activities that may disturb the Cap, (e.g. excavation, grading, removal, trenching, filling, earth movement, or mining) shall not be permitted on the Property without prior review and approval by the Department.
- (b) All uses and development of the Capped Property shall preserve the integrity of the Cap.
- (c) The Cap shall not be altered without written approval by the Department.
- (d) Owner shall notify the Department of each of the following: (i) the type, cause, location and date of any damage to the Cap, and (ii) the type and date of repair for such damage. Notification to the Department shall be made as provided below within ten (10) working days of both the discovery of any such disturbance and the completion of any repairs. Timely and accurate notification by any person falling within the definition of Owner or Occupant shall satisfy this requirement on behalf of all persons falling within the definition of Owner and/or Occupant.

ATTACHMENT B

4.04. Access for Department. The Department shall have reasonable right of entry and access to the Property for inspection, monitoring, and other activities consistent with the purposes of this Covenant as deemed necessary by the Department in order to protect the public health or safety, or the environment.

4.06. Inspection and Reporting Requirements. The Owner shall conduct an annual inspection of the Property verifying compliance with this Covenant and shall submit an annual inspection report to the Department for its approval by January 15th of each year. The annual inspection report must include the dates, times, and names of those who conducted the inspection and reviewed the annual inspection report. It also shall describe how the observations were performed that were the basis for the statements and conclusions in the annual inspection report (e.g., drive by, fly over, walk in, etc.). If violations are noted, the annual inspection report must detail the steps taken to return to compliance. If the Owner identifies any violations of this Covenant during the annual inspections or at any other time, the Owner must within ten (10) days of identifying the violation: determine the identity of the party in violation, send a letter advising the party of the violation of the Covenant and demand that the violation ceases immediately. Additionally, copies of any correspondence related to the violation of this Covenant shall be sent to the Department within ten (10) days of its original transmission.

ARTICLE V

ENFORCEMENT

5.01. Enforcement. Failure of the Owner or Occupant to comply with this Covenant shall be grounds for the Department to require modification or removal of any Improvements constructed or placed upon any portion of the Property in violation of this Covenant. Violation of this Covenant, including but not limited to, failure to submit, or the submission of any false statement, record or report to the Department, shall be grounds for the Department to pursue administrative, civil or criminal actions.

ATTACHMENT B

ARTICLE VI

VARIANCE, TERMINATION, AND TERM

6.01. Variance. Owner, or any other aggrieved person, may apply to the Department for a written variance from the provisions of this Covenant. Such application shall be made in accordance with Health and Safety Code section 25233.

6.02 Termination or Modification. Owner, or any other aggrieved person, may apply to the Department for a termination or modification of one or more terms of this Covenant as they apply to all or any portion of the Property. Such application shall be made in accordance with Health and Safety Code section 25234.

6.03 Term. Unless ended in accordance with paragraph 6.02, by law, or by the Department in the exercise of its discretion, this Covenant shall continue in effect in perpetuity.

ARTICLE VII

MISCELLANEOUS

7.01. No Dedication Intended. Nothing set forth in this Covenant shall be construed to be a gift or dedication, or offer of a gift or dedication, of the Property, or any portion thereof to the general public or anyone else for any purpose whatsoever.

7.02. Recordation. The Covenantor shall record this Covenant, with all referenced Exhibits, in the County of Santa Cruz within ten (10) days of the Covenantor's receipt of a fully executed original.

7.03. Notices. Whenever any person gives or serves any Notice ("Notice" as used herein includes any demand or other communication with respect to this Covenant), each such Notice shall be in writing and shall be deemed effective: (1) when delivered, if personally delivered to the person being served or to an officer of a corporate party being served, or (2) three (3) business days after deposit in the mail, if mailed by United States mail, postage paid, certified, return receipt requested:

ATTACHMENT B

STATE OF CALIFORNIA

COUNTY OF SANTA CRUZ

On this ____ day of _____, in the year 2011, before me _____, Notary Public, personally appeared _____ personally known to me (or proved to me on the basis of satisfactory evidence) to be the person(s) whose name(s) is /are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal

Signature _____ (Seal)

ATTACHMENT B

STATE OF CALIFORNIA

COUNTY OF SANTA CRUZ

On this ____ day of _____, in the year 2011, before me _____, Notary Public, personally appeared _____ personally known to me (or proved to me on the basis of satisfactory evidence) to be the person(s) whose name(s) is /are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal

Signature _____ (Seal)

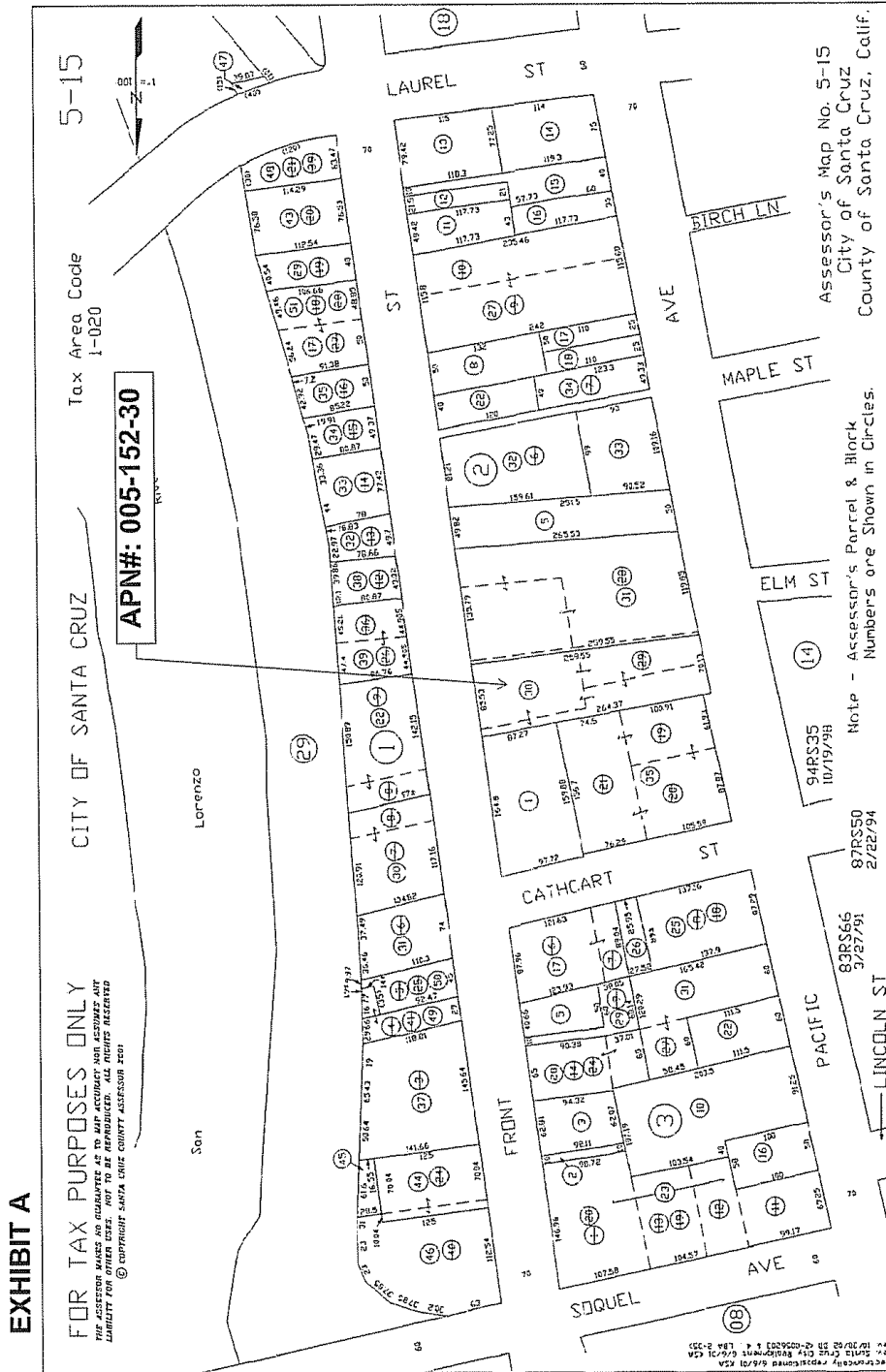
ATTACHMENT B

EXHIBITS
for the
COVENANT TO RESTRICT USE OF PROPERTY
ENVIRONMENTAL RESTRICTION

Exhibit A: Tax Assessors Map &
Legal Description (from Preliminary Title Report)

Exhibit B: “Capped Property” & Typical Excavation Profiles

ATTACHMENT B



ATTACHMENT B

EXHIBIT A LEGAL DESCRIPTION (from Prelim Title Rpt)

The land referred to herein is situated in the State of California, County of Santa Cruz, City of Santa Cruz, and described as follows:

CERTAIN REAL PROPERTY SITUATE IN THE CITY OF SANTA CRUZ, SANTA CRUZ COUNTY, CALIFORNIA, BEING ALL OF THAT CERTAIN TRACT OF LAND DESCRIBED IN DEED FROM GREYHOUND LINE, INC. TO WESTERN GREYHOUND LINES CO., DATED OCTOBER 1, 1986, AND RECORDED IN BOOK 4062 OF OFFICIAL RECORDS AT PAGE 972, RECORDS OF SAID COUNTY, BEING PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A CHISELED SQUARE IN A CONCRETE SIDEWALK AT THE SOUTHWESTERLY CORNER OF SAID TRACT OF LAND, IN THE EASTERLY LINE OF PACIFIC AVE., FROM WHICH A CHISELED SQUARE IN CONCRETE BEARS S 81 DEGREES 17' 15" W, 12.11 FEET DISTANT, AND RUNNING THENCE, ALONG THE SOUTHERLY BOUNDARY THEREOF

(1) N 81 DEGREES 17' 15" E 259.42 FEET TO A CHISELED SQUARE IN CONCRETE AT THE SOUTHEASTERLY CORNER OF SAID TRACT OF LAND IN THE WESTERLY LINE OF FRONT STREET; THENCE ALONG SAID WESTERLY LINE AND THE WESTERLY BOUNDARY OF SAID TRACT OF LAND

(2) N 8 DEGREES 42' 23" W, 85.53 FEET TO A CHISELED SQUARE IN CONCRETE AT THE NORTHEASTERLY CORNER OF SAID TRACT OF LAND; THENCE LEAVE SAID STREET LINE AND ALONG THE NORTHERLY BOUNDARY OF SAID TRACT OF LAND

(3) S 77 DEGREES 55' W, 264.17 FEET TO THE NORTHWESTERLY CORNER OF SAID TRACT OF LAND, IN SAID EASTERLY LINE OF PACIFIC AVENUE, FROM WHICH A CHISELED SQUARE IN CONCRETE BEARS S 77 DEGREES 55' W, 12.11 FEET DISTANT; THENCE ALONG THE WESTERLY BOUNDARY OF SAID TRACT OF LAND AND THE SAID EASTERLY STREET LINE.

(4) S 12 DEGREES 12' 45" E, 70.13 FEET TO THE PLACE OF BEGINNING.

APN: 005-152-30

(End of Legal Description)

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: February 25, 2011

TO: Board of Directors

FROM: Robyn D. Slater, Human Resources Manager

SUBJECT: CONSIDERATION OF APPROVAL TO REINSTATE CLASS SPECIFICATIONS AND UPDATE WAGE SCALES PREVIOUSLY REMOVED FROM THE SEIU, LOCAL 521 MEMORANDUM OF UNDERSTANDING (MOU)

I. RECOMMENDED ACTION

Staff recommends that the Board of Directors include Class Specifications and updated wage scales for Account Clerk, Accountant I/II, Custodial Service Worker II, Senior Accountant, and Upholsterer which were removed from the MOU with SEIU Local 521 in 2005. Staff recommends Board of Directors include the Class Specification and revised wage scale for the Administrative Specialist position.

- In June 2005 METRO and SEIU agreed to a wage increase for one year with no additional changes to the contract.
- Rather than print a new contract the Information Technology department provided Human Resources and SEIU with the revised wage scale which was distributed.
- METRO and SEIU approved the revised wage scale without realizing that class specifications that were not currently filled had been deleted from the list.
- Subsequent MOU's were printed, excluding the class specification titles and wage scales for positions that were not filled.
- METRO staff is interested in using the Administrative Specialist class specification when the incumbent for the Senior Facilities Maintenance Worker retires
- The Board approved changes to the wage scales to Administrative positions in July 2006.
- It is suggested that the wage scale adjustments for the Administrative career ladder positions also be applied to the Administrative Specialist position.
- The revised wage scale for the Administrative Specialist is close to the wage scale for the position being vacated.

III. DISCUSSION

In 2005 METRO and SEIU Local 521 agreed to extend the terms of the MOU for one year. Only the wage scales changed. Rather than print a new contract it was agreed that METRO

would increase the wage scales by one percent. The Information Technology department provided Human Resources with the adjusted wage scales.

SEIU and METRO representatives reviewed and approved the adjusted wage scales without realizing that the unfilled class specifications at the time of contract ratification were deleted from the class specification list. The deleted class specifications and wage scales are: Account Clerk, Accountant I/II, Administrative Specialist, Custodial Service Worker II, Supervising Accountant, and Upholsterer I

Subsequent contracts were printed using the 2005 class specification list and wage scales.

The incumbent in the Senior Facilities Maintenance Worker class specification will be retiring in March. Most of the work performed by this individual is now administrative in nature. The Administrative Specialist class specification better fits the needs of the Facilities department.

In July 2006 the Board approved changes to the Administrative positions which make up a career ladder within the SEIU MOU. The Administrative Specialist position is not included in the career ladder but performs high level Administrative tasks including research and data analysis.

METRO staff is requesting that the same wage scale adjustments applied to the other Administrative positions also be applied to the Administrative Specialist. The revised wage scale for the Administrative Specialist is close to the wage scale for the position being vacated. METRO will attempt to fill this position internally.

Staff met with representatives of SEIU who agreed with reinstating the class specifications and wage scales.

IV. FINANCIAL CONSIDERATIONS

The wage scale for the Administrative Specialist is higher than the Sr. Facilities Worker (maximum difference of \$2,000/yr). The incumbent receives longevity and the maximum number of annual days off so the actual cost will be less

V. ATTACHMENTS

- Attachment A:** Account Clerk Class Specification and wage scale
- Attachment B:** Accountant I/II Class Specification and wage scale
- Attachment C:** Administrative Specialist Class Specification and wage scale
- Attachment D:** Custodial Service Worker II Class Specification and wage scale
- Attachment E:** Supervising Accountant Class Specification and wage scale
- Attachment F:** Upholsterer I Class Specification and wage scale

Prepared By: Robyn D. Slater, Human Resources Manager
Date Prepared: February 18, 2011

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

ACCOUNT CLERK

DEFINITION

Under supervision, performs a variety of specialized clerical accounting duties; processes and maintains financial records; performs a variety of clerical duties; and performs related duties as required.

EXAMPLES OF DUTIES

Prepares statistical and accounting reports.

Prepares monthly budget status reports summaries for revenue, capital and operating expenditures.

Accepts, records and processes payments from District vendors for rents and services.

Computes grant percentages of District invoices as applicable.

Enters data and maintains computer records for monthly reports.

Administers fixed asset program. Organizes and maintains the fixed asset inventory files.

Organizes and maintains the office library; assists in information retrieval.

Inventories and requisitions office supplies.

Process Workers Compensation reports and maintains log of daily activity.

Assists in performing general clerical and clerical accounting back-up support as assigned.

Types reports, memoranda, records, purchase orders, contracts, letters, specifications, minutes, agendas, documents, statistical and other data from rough drafts as assigned.

Maintains and updates general administrative files.

Handles confidential materials, records, files and other privileged information.

Inserts and extracts information and documents from files.

Answer telephone and assist the public by referring them to the appropriate personnel and giving out standard forms.

May perform receptionist duties.

Operates standard office equipment such a typewriter, photocopy machine, microfilm reader, microfiche reader and word processor.

Utilizes District computer terminals and software in performing job tasks.

Provides vacation other temporary relief as required.

Performs general office duties and other related tasks as assigned.

EMPLOYMENT STANDARDS

Knowledge of:

- Office procedures and practices including correspondence, reports and filing.
- Basic book keeping.
- Correct spelling, grammar and punctuation.

Ability to:

- Make arithmetical calculations quickly and accurately.
- Maintain confidentiality of materials, records, files and other privileged information.
- Type finished copy from rough draft.
- Accurately maintain files and records.
- Perform a variety of difficult clerical accounting work under pressure.
- Establish and maintain cooperative relationships with the public and others contacted in course of work.
- Type at a corrected rate of 50 words per minute from clear copy.
- Work independently.
- Coordinate workload of several projects concurrently.
- Learn and effectively use the District's computer hardware and software.
- Use standard office equipment.

Training and Experience

Any combination of training and experience equivalent to:

Two years full-time office experience including typing, filing, clerical accounting and complex record keeping. Secretarial business education may be substituted for up to six months of the required work experience. Experience in computer data entry preferred. Six months training in bookkeeping/accounting or equivalent experience. Possession of a valid California driver's license or ability to obtain one.

Attachment A

Account Clerk	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
7/6/2000	12.26	12.90	13.54	14.21	14.94	
7/5/2001 4.25%	12.78	13.45	14.12	14.81	15.57	16.35
6/20/2002 4.25%	13.32	14.02	14.72	15.44	16.24	17.04
6/19/2003 4.25%	13.89	14.62	15.34	16.10	16.93	17.77
9/8/2005 1%	14.03	14.76	15.49	16.26	17.10	17.95
7/13/2006 2%	14.31	15.06	15.80	16.59	17.44	18.31
6/28/2007 2%	14.60	15.36	16.12	16.92	17.79	18.67
6/26/2008 2%	14.89	15.67	16.44	17.26	18.14	19.05
7/9/2009 3%	15.33	16.14	16.94	17.77	18.69	19.62
6/29/2010 3%	15.79	16.62	17.44	18.31	19.25	20.21

Attachment B SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

ACCOUNTANT I ACCOUNTANT II (Series Specification)

DEFINITION

Under general direction, performs professional accounting and fiscal working the establishment an maintenance of fiscal records; prepares a variety of accounting, statistical and narrative reports; analyzes the need and requirements for and assists in the development of new accounting systems, improves existing accounting systems; and performs related work as required.

Accountant I is the first working level I the Accountant series. Incumbents perform professional operating or cost accounting work requiring the standardized application of well-established accounting principles, theories, concepts and practices, and receives detailed instructions and close supervision. Incumbents are closely supervised but receive less supervision as they acquire additional organizational experience.

Accountant II is the journey level in the Accountant series. Incumbents perform professional operating or cost accounting work, which requires the application of established accounting principles to a wide variety of problems. As distinguished from the Accountant I level, accounting assignments are relatively more wide ranging and complex. Incumbents receive general direction in assignments. Also, incumbents may train and supervise incumbents of the Accountant I class and other finance department personnel.

EXAMPLES OF DUTIES

Utilizing appropriate cost accounting procedures, assists in preparing cost allocation plans for the District, calculates indirect costs of District operations and allocates these costs to the appropriate departments, sections or projects as required.

Maintains accounting records, depreciation schedules and assets purchased under Federal grants. Post accounts distribution for all revenue/grant receipts.

Maintains the District fixed assets program by reviewing and approving purchase orders to ensure that they are in conformity with budgetary appropriations.

Maintains fixed asset and reserve for depreciation accounts including calculation of depreciation amounts using appropriate depreciation schedules and processes.

Prepares financial statements and special reports as assigned for special funds, specific departments and other functions, including those required by State and

Federal governments which require knowledge of varying requirements and schedules.

Performs accounting for financial transactions of departments including analysis of expenditure data and determination of reimbursements, which can be collected from the State and Federal governments.

Analyzes and investigates variances between actual and budgeted expenditures necessitating realignment of appropriations, encumbrances and/or payments to reflect proper cost accounting within budget constraints.

Analyzes and reconciles a variety of District, State and Federal accounting records which vary because of different grant and fiscal year periods, differences in payments and receipts and co-mingled funds.

Performs special accounting system development assignments, such as development of subsystems for recording of data necessary for control purposes.

Reconciles general ledger cash balance to the County Treasurer's cash balance, including analyzing and taking appropriate action to resolve variances.

Performs year-end closing of fiscal and accounting records utilizes District computer hardware and software in the performance of job duties.

May assign, review and evaluate the work performance of account clerical personnel.

May provide training to other finance department personnel.

EMPLOYMENT STANDARDS

Accountant I

Knowledge of:

- Principles and practices of general and cost accounting.
- Business law.
- Uses and limitations of data processing applications to accounting operations.
- Governmental accounting principles and practices.

Ability to:

- Perform a wide variety of governmental accounting work under general day to day guidance.
- Analyze and evaluate accounting problems and take appropriate action.
- Effectively use the District's computer hardware and software in the performance of job duties.
- Express oneself clearly and concisely, orally and in writing.
- Develop pertinent accounting and related data in the preparation of reports and statements.

- Establish and maintain effective working relationships with those contacted in the course of work.

Accountant II

In addition to the above:

Knowledge of:

- Governmental budgetary operations.
- Governmental grant accounts and auditing principles.

Ability to:

- Effectively perform a variety of general governmental and cost accounting assignments, including the preparation of required reports and financial statements.
- Design and implement the more complex accounting system modifications.
- Analyze and evaluate the more difficult accounting problems and take appropriate action
- Supervise and train accounting staff.
- Express oneself clearly and concisely, orally and in writing.

Training and Experience

Any combination of training and experience equivalent to:

Accountant I

BA degree from an accredited four year college with a major in accounting for a closely related field, including at least 15 semester units in elementary and advanced accounting, management accounting, business law and cost accounting. Experience that demonstrates substantial knowledge and abilities pertinent to specific job-functions may be substituted for the education.

AND

One year of responsible technical accounting experience that demonstrates application or possession of the required knowledge and abilities listed.

Accountant II

In addition to the above:

Two years of experience performing duties comparable to an Accountant I in the District.

Attachment B

Accountant I	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
6/19/2003	21.23	22.28	23.41	24.57	25.83	27.13
9/8/2005 1%	21.44	22.50	23.64	24.82	26.09	27.40
7/13/2006 2%	21.87	22.95	24.12	25.31	26.61	27.95
6/28/2007 2%	22.31	23.41	24.60	25.82	27.14	28.51
6/26/2008 2%	22.75	23.88	25.09	26.33	27.69	29.08
7/9/2009 3%	23.43	24.60	25.84	27.12	28.52	29.95
6/24/2010 3%	24.13	25.33	26.62	27.94	29.37	30.85

Accountant II	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
6/19/2003	22.28	23.41	24.57	25.83	27.11	28.46
9/8/2005 1%	22.50	23.64	24.82	26.09	27.38	28.74
7/13/2006 2%	22.95	24.12	25.31	26.61	27.93	29.32
6/28/2007 2%	23.41	24.60	25.82	27.14	28.49	29.91
6/26/2008 2%	23.88	25.09	26.33	27.69	29.06	30.50
7/9/2009 3%	24.60	25.84	27.12	28.52	29.93	31.42
6/24/2010 3%	25.33	26.62	27.94	29.37	30.83	32.36

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

ADMINISTRATIVE SPECIALIST

DEFINITION

Under supervision, performs a variety of specialized administrative support services; collects, organizes and reviews documents and technical data for compliance with program requirements; maintains complex files, records, reports, correspondence and other documents; prepares detailed reports regarding budgetary and funding allocations and expenditures; and performs other related duties as assigned.

EXAMPLES OF DUTIES

Reviews records, forms, correspondence, agreements, grants, contracts and other documents for accuracy, completeness, and verifies compliance with procedural and program requirements; processes documents, forms, correspondence and reports.

Develops administrative procedure manuals and forms; classifies correspondence, reports, documents, publications and other material in accordance with established index system; reviews dated files to purge or combine materials and updates index and cross reference files.

Assists in designing reporting, organizing, retrieving, and other procedures to be integrated into management information systems; conducts studies to determine the feasibility of modifying systems and procedures to incorporate efficiencies of automated records processing; inputs and accesses data using a computer; maintains automated and manual files and record-keeping systems.

Collects, compiles and organizes data for reports, recommendations, policies, special projects, state and federal agencies, and public inquires; collects, assembles, and interprets data related to project and program operations.

Reviews and processes program requests from other departments, members of the public, and other agencies.

Conducts special studies and coordinates and monitors projects concerning District procedures or policies, programs, and grants.

Assists and provides support for complex administrative projects and studies; assists in the planning, implementation and evaluation of new programs and projects; makes recommendations on processing methods and procedures.

Researches and prepares responses as directed; composes and prepares correspondence and reports; prepares detailed narrative, oral, statistical and graphic reports; provides information and explains policies to staff and other agencies.

Designs and develops measurement techniques to assess needs and services and to evaluate program effectiveness; develops questionnaires and forms to gather, organize, and tabulate data and information; investigates, studies, and makes reports of operating procedures and administrative problems.

Reviews contracts, grants, operating plans and goals, program audit and progress reports, service reports, files, and fiscal and statistical data.

Develops and maintains working relationships with a wide variety of public officials with local, state, and federal agencies.

EMPLOYMENT STANDARDS

Knowledge of:

- Office procedures and practices including correspondence and report writing.
- Business English, spelling, grammar, and punctuation.
- Basic research and statistical methods and budgeting procedures.
- Communication skills and techniques required for gathering, evaluating and transmitting information.
- Manual and automated methods for records retention and filing.
- Word processing systems.

Ability to:

- Perform varied and difficult administrative support work including operate standard office equipment.
- Organize a variety of data into functional reports using an automated records processing system and maintain complex record keeping systems.
- Interpret and apply policies, procedures and Federal and/or State regulations related to program or project reporting requirements.
- Research data and prepare narrative and statistical reports, maintain accurate records, make routine arithmetical calculations, and monitor program expenditures.
- Investigate and document basic administrative, operational, and programmatic problems.
- Write clear, concise and detailed instructions, manuals and reports.
- Establish and maintain effective working relationships with staff, other agencies and the public.

Training and Experience

Any combination of training and experience equivalent to:

Three years responsible administrative experience performing program monitoring and reporting including responsibility for complex records retention and filing. A college degree from an accredited college or university with related course work may be substituted for the required experience.

Attachment C

Administrative Specialist	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
6/19/2003	16.68	17.50	18.40	19.32	20.27	21.28
9/8/2005 1%	16.85	17.68	18.58	19.51	20.47	21.49
7/13/2006 7% wage adj.	18.03	18.91	19.88	20.88	21.91	23.00
7/13/06 2%	18.39	19.29	20.28	21.30	22.34	23.46
6/27/07 9% wage adj.	20.04	21.03	22.11	23.21	24.35	25.57
6/28/2008 2%	20.44	21.45	22.55	23.68	24.84	26.08
7/9/2009 3%	21.06	22.09	23.23	24.39	25.59	26.86
6/29/2010 3%	21.69	22.75	23.92	25.12	26.35	27.67

This position was not listed in the Admin career ladder.
Same salary schedule as Admin Asst/Supervisor.

Attachment D
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
CUSTODIAL SERVICE WORKER II

DEFINITION

Under supervision, coordinates, assigns and monitors work of the other Custodial Service Workers, performs janitorial and cleaning tasks at the Santa Cruz Metro Center and other District facilities, maintains custodial service records and performs other related duties as required.

EXAMPLES OF DUTIES

Assigns, schedules and coordinates custodial work performed by the Custodial Service Workers.

Trains and monitors work of the Custodial Service Workers.

Maintains daily log of custodial work performed and prepares summary reports.

Sweeps and collects trash in all bus and passenger circulation areas and adjacent areas.

Rakes and removes trash from landscaped areas.

Empties trash receptacles.

Removes graffiti from Metro Center and other surfaces.

Cleans floors of Metro Center and other District facilities, including seeping, spot cleaning, dust mopping, and periodically scrubs and waxes lobby area as needed.

Cleans interior and exterior windows on the ground floor of Metro Center, shelters and other District facilities.

Cleans and dusts Metro Center and other facilities, shelters, and site furniture including doors, walls, ledges, posts, benches, signs, coin equipment.

Periodically sanitizes drinking fountains and disinfects trash receptacles.

Operates steam cleaning and buffing equipment.

Posts and removes District and public informational material.

Maintains proper records on all janitorial and cleaning supplies used; submits purchase requests to Building & Grounds Maintenance Technician.

May clean and stock restrooms at Metro Center and other District facilities.

Assists the Building & Grounds crews at Metro Center and other facilities.

May paint and perform painting preparation work on District facilities as required.

Uses chemical cleaning materials as required.

Performs other duties as required.

EMPLOYMENT STANDARDS

Knowledge of:

- Janitorial and cleaning tools, equipment, and supplies, and their application and proper use.
- Safety practices related to janitorial work.
- Basic knowledge of interior and exterior painting.

Ability to:

- Give and follow written instructions.
- Assign tasks and review quality of work performed.
- Communicate effectively with employees.
- Physical stamina to lift and operate equipment and to work outdoors.
- Deal effectively and courteously with the public where and when the job duties result in such interaction.
- Perform a wide variety of janitorial, cleaning and general housekeeping duties in an effective and safe manner.

Training and Experience

Any combination of training and experience equivalent to:

Two years of full-time experience in performing janitorial and cleaning tasks.

Special Requirements

Possession of a valid California driver's license or ability to obtain one.

Attachment D

Custodial Service Wkr II	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
7/6/2000	12.86	13.52	14.20	14.89	15.62	
7/5/2001 4.25%	13.41	14.09	14.80	15.52	16.28	17.09
6/20/2002 4.25%	13.98	14.69	15.43	16.18	16.98	17.82
6/19/2003 4.25%	14.57	15.32	16.09	16.87	17.70	18.57
9/8/2005 1%	14.72	15.47	16.25	17.04	17.87	18.76
7/13/2006 2%	15.01	15.78	16.57	17.38	18.23	19.13
6/28/2007 2%	15.31	16.10	16.91	17.73	18.60	19.52
6/26/2008 2%	15.62	16.42	17.24	18.08	18.97	19.91
7/9/2009 3%	16.09	16.91	17.76	18.62	19.54	20.50
6/24/2010 3%	16.57	17.42	18.29	19.18	20.12	21.12

Attachment E

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

SUPERVISING ACCOUNTANT

DEFINITION

Under direction, supervises and performs accounting functions involving the general ledger, accounts payable, accounts receivable, and grant processing; develops, implements, and administers accounting and financial reporting systems; prepares reports and financial statements; and performs other related duties as assigned.

DISTINGUISHING CHARACTERISTICS

An incumbent in this class performs at the advanced journey level of the professional accounting series, possesses thorough knowledge of generally accepted accounting principles, and supervises and directs subordinate professional, technical, and clerical accounting staff.

EXAMPLES OF DUTTIES

Supervises and participates in the preparation of periodic and annual financial statements and other reports including the State Controller Report; directs and prepares annual closing of accounting records; computes and prepares supplementary schedules; and prepares footnotes to financial statements.

Plans, organizes, directs, and supervises general accounting activities including maintenance of the general ledger, reconciliation of accounts and bank statements, accounts payable, accounts receivable, IRS reports, and grants processing.

Plans, coordinates, schedules, assigns and supervises the work of assigned staff involved in maintenance of the general ledger, accounts payable, accounts receivable, and grants accounting.

Participates in employee selection, training, and discipline; supervises and directs subordinate professional, technical and clerical accounting staff; and prepares and conducts employee performance evaluations.

Implements accounting systems and ensures they are in compliance with state and Federal regulations and guidelines; assures that records are complete and accurate; and keeps informed as to the changes in Federal and state accounting regulations.

Directs, reviews, and monitors the processing of grants; maintains subsidiary schedules and reconciles to the general ledger; calculates weighted labor rates; initiates and records fund transfers upon approval; and prepares final audit, summary financial information, fund requests, and deobligation requests.

Compiles financial statements for District's nonprofit corporation and supervises tax return filing; and provides cost/benefit analysis for debt activities. Coordinates fixed asset system; and. determines adjustments for accumulated depreciation and costs.

Attachment E

Participates in selection of audit firm; assists auditors in documenting compliance with single audit requirements; and provides information requested by auditors and responds to audit findings.

Determines and recognizes revenue and monitors receipt; transfers funds between accounts; and substantiates District's claim of income from other governmental entities.

Attends meetings and provides financial information.

Assists in preparation of the budget; and provides financial information to departments.

EMPLOYMENT STANDARDS

Knowledge of:

- Generally accepted accounting principles.
- Enterprise fund and government accounting and budgeting desirable.
- Computerized data processing and accounting, and its application to financial analysis.
- Auditing theory, principles, techniques, and practices.
- Governmental laws, regulations and requirements related to public agency accounting.
- Principles of supervision.

Ability to:

- Analyze, research, evaluate and solve complex and unique accounting and financial reporting problems.
- Ensure the accuracy of posting to accounting journals and ledgers.
- Prepare complex financial reports and statements.
- Provide assistance to others concerning financial and accounting information and procedures.
- Plan, schedule, organize, prioritize, supervise and evaluate the work of others.
- Interpret, apply, and explain complex accounting regulations, standards, policies, and procedures.
- Establish and maintain cooperative working relationships with the public, District employees, and others.
- Communicate effectively in oral and written form and prepare clear and concise narrative reports.
- Perform mathematical calculations, ratios, percentages and analyses.

Training and Experience

Any combination of training and experience equivalent to:

Bachelor's degree from an accredited college with a major in accounting, business administration, or related field.

AND

Three years professional accounting experience.

Attachment E

Supervising Accountant	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
7/6/2000	23.23	24.39	25.60	26.89	28.22	
7/5/2001 4.25%	24.22	25.43	26.69	28.03	29.42	30.89
6/20/2002 4.25%	25.25	26.51	27.82	29.22	30.67	32.20
6/19/2003 4.25%	26.32	27.63	29.00	30.47	31.97	33.57
9/8/2005 1%	26.58	27.91	29.29	30.77	32.29	33.91
7/13/2006 2%	27.11	28.47	29.88	31.39	32.94	34.59
6/28/2007 2%	27.66	29.04	30.48	32.01	33.60	35.28
6/26/2008 2%	28.21	29.62	31.09	32.65	34.27	35.98
7/9/2009 3%	29.06	30.51	32.02	33.63	35.30	37.06
6/29/2010 3%	29.93	31.42	32.98	34.64	36.36	38.17

Attachment F

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

UPHOLSTERER I

DEFINITION

Under supervision, performs skilled upholstery repairs to seat cushions, backrest, and flooring; assists with general body repairs and replaces and repairs window and glass for District buses, automobiles, trucks and other District equipment, performs other duties as required.

EXAMPLES OF DUTIES

Performs a variety of skilled tasks in the maintenance of and upholstery repairs to buses, automobiles, trucks and other District equipment.

Operates power sewing machine and other related upholstery equipment and tools.

Develops patterns for seat cushions, backrest & flooring.

Cuts and installs upholstery for seats and backrests, flooring materials and glass.

Repairs and replaces seat springs and cushions.

Repairs and installs windows and glass on District vehicles.

Sews and fastens upholstery materials and welting for District vehicles.

Performs pickup and delivery functions to satellite facilities.

Removes and installs windows and glass on District vehicles.

Assists with minor body repairs as assigned.

Assists with final preparation and detailing of District vehicles.

Recommends the purchase of tools, supplies, materials and equipment needed for upholstery and glass repairs.

Maintains clean working area.

Maintains District-owned property, tools and equipment provided.

May perform emergency road service calls and operate buses for maintenance purposes.

Maintains written records of repairs on work orders.

Utilizes District computer hardware and software in the performance of job duties.

Performs other related duties as assigned.

EMPLOYMENT STANDARDS

Knowledge of:

- Basic upholstery principles and practices.
- Safe mechanical work practices.

Ability to:

- Operate a power sewing machine and other tools and equipment used in the repair and maintenance of District vehicles.
- Read and comprehend technical manuals.
- Read and legibly write English.
- Work shifts weekdays, nights and weekends.
- Understand and follow oral and written instructions.
- Work well with others.
- Learn and effectively use the District's computer hardware and software.
- Physical stamina to operate mechanical and servicing equipment.

Training and Experience

Any combination of training and experience equivalent to:

One year full-time experience as an upholsterer.

OR

Completion of a suitable upholstery apprenticeship program.

Special Requirements

Possession of a valid Class 2 driver's license or ability to obtain one.

Must possess or obtain the tools necessary to perform the duties of the position.

Safe driving record.

Availability for emergency or call-back duty 24 hours a day, seven days a week.

Attachment F

Upholsterer I	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
6/19/2003	17.14	17.95	18.85	19.74	20.71	21.70
9/8/2005 1%	17.31	18.13	19.04	19.94	20.92	21.92
7/13/2006 2%	17.66	18.49	19.42	20.34	21.34	22.36
6/28/2007 2%	18.01	18.86	19.81	20.74	21.76	22.80
6/26/2008 2%	18.37	19.24	20.20	21.16	22.20	23.26
7/9/2009 3%	18.92	19.82	20.81	21.79	22.86	23.96
6/24/2010 3%	19.49	20.41	21.43	22.45	23.55	24.67

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: February 25, 2011
TO: Board of Directors
FROM: Angela Aitken, Finance Manager & Acting Assistant General Manager
**SUBJECT: SANTA CRUZ METRO SYSTEM RIDERSHIP REPORT FOR
DECEMBER 2010**

I. RECOMMENDED ACTION

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

II. SUMMARY OF ISSUES

- Total ridership for the month of December 2010 was 325,448, which is a decrease of 21,971 riders or -6.32% versus December 2009. System Daily Averages for December include:
 - 12,331 riders per Weekday, a loss of 8.93% (1,209 riders)
 - 7,391 riders per Saturday, a gain of 9.36% (633 riders)
 - 3,931 riders per Sunday, a loss of 12.67% (571 riders)
- Highway 17 Express ridership for the month of December 2010 was 19,576, which is a decrease of 92 riders or -0.47% from December 2009. Daily averages include:
 - 726 riders per Weekday, a loss of 3.85% (29 riders)
 - 380 riders per Saturday, a loss of 1.81% (7 riders)
 - 349 riders per Sunday, a gain of 31.01% (83 riders)
- UCSC students and staff/faculty generated 96,737 rides in December 2010, a loss of 7.30%. Revenue generated from UCSC was \$124,859.12, a 7.73% decrease from the December 2009.
- Overall system wide ridership remains steady with a slight YTD decrease of 1.47% despite a recent 10% reduction in service implemented in September 2010.

III. DISCUSSION

In the twenty-three (23) weekdays, three (3) Saturdays, and five (5) Sundays of December 2010, Santa Cruz METRO's total ridership was 325,448 riders. This was a slight loss from the previous year, decreasing by 21,971 riders or -6.32%. Less School Term service days at the University of California, Santa Cruz (UCSC), stagnate unemployment, and foul weather for most of the month most likely caused the decrease in ridership. Currently, FY11 YTD ridership is 2,595,055, which is down 1.47% from FY10.

Attachment A shows that during December 2010, Santa Cruz METRO averaged 12,331 riders per Weekday. This was a loss from the previous December of 8.93% which is most likely due to steady high unemployment, the holiday season, and poor weather. Weekends experienced a mix of gains and losses of 9.36% and -12.67% on Saturdays and Sundays respectively for much of the same reasons.

Attachment A also shows Highway 17 Express total ridership at 19,576 riders. This was a slight gain from the previous year, increasing by 92 riders or simply 0.47%. Ridership on Highway 17 Express have leveled off since the fares were raised nearly 25% in June of 2010.

FY11 average weekday ridership on the Highway 17 Express was 726 riders per weekday, a 3.85% decrease from 755 riders per weekday in FY10. Simultaneously Highway 17 Express has seen a 1.81% decrease in riders on Saturdays and a spike of 31.01% increase in riders on Sundays. These variations in ridership could be due to stable gasoline prices as well as continually high unemployment rates in both Santa Clara and Santa Cruz counties and weekend travel demands from UCSC students on the weekends.

Attachment B shows UCSC ridership continues to grow at a steady rate every month. In December 2010, UCSC generated 97,737 rides between students and staff/faculty. This accounts for roughly one third of Santa Cruz METRO's total ridership count even though school was not in session for most of the month. During school term days, UCSC ridership was 10,330 per "School Term" day, a loss of 0.34%. Other Weekdays also saw a decrease of 13.12%, while Weekends saw a gain of 22.47% in ridership. Total revenue derived from UCSC in December 2010 was \$124,859.12, a 7.73% decrease from December 2009.

Attachment C depicts Weekday, Saturday, and Sunday ridership by route. Many of Santa Cruz METRO's main-lines service are well ridden despite overall drops in ridership. December is generally an odd month for ridership counts due to winter break at UCSC and various holidays throughout the month. Overall, system wide ridership remains fairly steady with a YTD decrease of 1.47% despite a recent 10% service cut which was implemented in September 2010.

IV. FINANCIAL CONSIDERATIONS.

Revenue derived from passenger fares and passes is reflected in the FY11 Revenue.

V. ATTACHMENTS

Attachment A: Monthly Ridership Summary

Attachment B: UCSC Ridership Summary

Attachment C: Ridership by Route

Prepared by: Erich Friedrich, Jr. Transportation Planner.
Date Prepared: February 17, 2011

Monthly Ridership Summary

DECEMBER 01, 2010 - DECEMBER 31, 2010

Calendar Operating Days

	This Year	Last Year
Weekdays	23	22
Saturdays	3	4
Sundays*	5	5

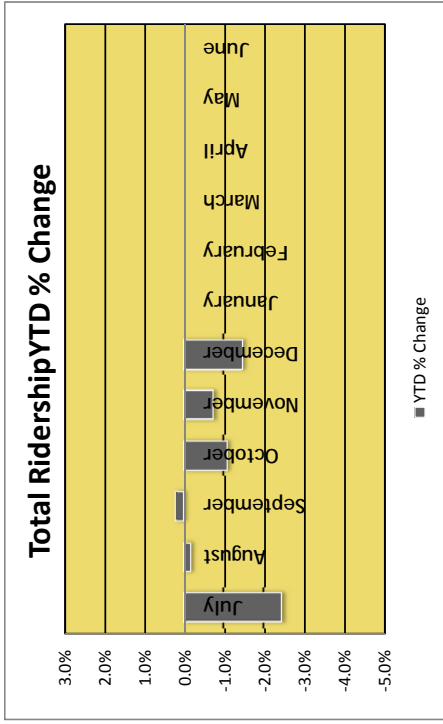
Monthly System Totals

	Monthly Totals		
	This Year	Last Year	Difference
Local Fixed Route	305,872	327,935	-22,063
AMTRAK/Highway 17 Express	19,576	19,484	92
System Total	325,448	347,419	-21,971

System Daily Averages

	Weekdays			Saturday			Sunday		
	This Year	Last Year	Difference	This Year	Last Year	Difference	This Year	Last Year	Difference
Local Fixed Route	11,606	12,785	-1,180	7,011	6,371	640	3,582	4,235	-653
AMTRAK/Highway 17 Express	726	755	-29	380	387	-7	349	266	83
System Total	12,331	13,540	-1,209	7,391	6,758	633	3,931	4,502	-571

	Year to Date Totals		
	This Year	Last Year	Difference
Local Fixed Route	2,473,256	2,483,905	-10,649
AMTRAK/Highway 17 Express	121,799	149,964	-28,165
System Total	2,595,055	2,633,869	-38,814



*Holidays are counted as Sundays because they have similar levels of service.

UCSC Ridership Summary

DECEMBER 01, 2010 - DECEMBER 31, 2010

Calendar Operating Days		UCSC Revenue				
	This Year	Last Year	This Year	Last Year	\$ Difference	% Change
School Term Days	7	8	\$107,514.18	\$115,072.85	-\$7,558.67	-6.57%
Weekdays	23	22	\$11,665.81	\$11,307.11	\$358.70	3.17%
Weekend Days	8	9	\$2,866.25	\$3,421.37	-\$555.12	-16.23%
Route 200 Service			\$2,812.88	\$1,091.96	\$1,720.92	157.60%
Total			\$124,859.12	\$135,321.15	-\$10,462.03	-7.73%

UCSC Monthly System Totals	Monthly Totals			Year to Date Totals		
	This Year	Last Year	% Change	This Year	Last Year	% Change
Students	87,268	95,023	-8.16%	897,678	863,320	3.98%
Staff & Faculty	9,469	9,337	1.41%	73,257	72,048	1.68%
Total	96,737	104,360	-7.30%	970,935	935,368	3.80%

UCSC System Daily Averages	School Term Days			Weekdays			Weekend Days		
	This Year	Last Year	% Change	This Year	Last Year	% Change	This Year	Last Year	% Change
Students	9,748	9,758	-0.11%	3,318	3,862	-14.09%	1,368	1,117	22.52%
Staff & Faculty	582	607	-4.09%	376	390	-3.58%	102	84	21.90%
Total	10,330	10,365	-0.34%	3,694	4,252	-13.12%	1,471	1,201	22.47%

Attachment C

Ridership by Route

DECEMBER 01, 2010 - DECEMBER 31, 2010								
Route	Corridor	Weekday Ridership	Weekday Average	Saturday Ridership	Saturday Average	Sunday Ridership	Sunday Average	Monthly Ridership
10	UCSC via High St.	12,049	524	712	237	541	108	13,302
13	UCSC via Walnut	4,378	190					4,378
15	UCSC via Laurel West	13,980	608					13,980
16	UCSC via Laurel East	32,964	1,433	4,486	1,495	2,830	566	40,280
16N	UCSC Night Owl - Laurel East	654	28	330	110	141	28	1,125
19	UCSC via Lower Bay	10,368	451	871	290	578	116	11,817
19N	UCSC Night Owl - Lower Bay			230	77	141	28	371
3	Mission/Beach	2,476	108					2,476
4	Harvey West/Emeline	3,702	161					3,702
8	Emeline	118	5					118
12A	UCSC East Side District	394	17					394
20	UCSC via West Side	10,018	436	955	318	562	112	11,535
20D	UCSC via West Side Supp.	2,808	122					2,808
30	Gramhill/Scotts Valley	514	22					514
33	Lompico SLV/Felton Faire	246	11					246
34	South Felton	95	4					95
35/35A	Santa Cruz/Scotts Valley/SLV	29,523	1,284	2,484	828	2,800	560	34,807
40	Davenport/North Coast	1,142	50	47	16	103	21	1,292
41	Bonny Doon	1,475	64	21	7	37	7	1,533
42	Davenport/Bonny Doon	161	7	82	27	101	20	344
54	Capitola/Aptos/La Selva Beach	173	8	51	17	54	11	278
55	Rio Del Mar	3,239	141					3,239
56	La Selva Beach	505	22					505
66	Live Oak via 17th	11,368	494	1,319	440	1,328	266	14,015
68	Like Oak via Broadway/Portola	7,324	318	715	238	834	167	8,873
69	Capitola Road	7,592	330	47	16	32	6	7,671
69A	Cap. Road/Cabrillo/Watsonville	17,621	766	1,922	641	2,279	456	21,822
69N	Capitola Road/Cabrillo Night	2,095	91					2,095
69W	Capitola Road/Watsonville	19,575	851	1,842	614	4,932	986	26,349
71	Santa Cruz to Watsonville	54,833	2,384	4,340	1,447	603	121	59,776
72	Corralitos	3,343	145					3,343
74	Ohlone Parkway/Rolling Hills	2,108	92					2,108
75	Green Valley Road	4,510	196	579	193	15	3	5,104
79	East Lake	1,818	79					1,818
91x	Santa Cruz/Watsonville Express	3,759	163					3,759
Hwy 17	AMTRAK/Hwy 17 Express	16,691	726	1,140	380	1,745	349	19,576
Monthly Total		283,619	12,331	22,173	7,391	19,656	3,931	325,448
Previous Year		297,877	13,540	27,033	6,758	22,509	4,502	347,419
% Change		-4.79%	-8.93%	-17.98%	9.36%	-12.67%	-12.67%	-6.32%

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