

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

BOARD OF DIRECTORS REGULAR MEETING AGENDA
FEBRUARY 11, 2005 (Second Friday of Each Month)
SCMTD ENCINAL CONFERENCE ROOM
370 ENCINAL STREET, SUITE 100
SANTA CRUZ, CALIFORNIA
9:00 a.m. – 11:00 a.m.

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

NOTE: THE BOARD CHAIR MAY TAKE ITEMS OUT OF ORDER

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

1. ROLL CALL
2. ORAL AND WRITTEN COMMUNICATION
 - a. None
3. LABOR ORGANIZATION COMMUNICATIONS
4. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

CONSENT AGENDA

- 5-1. APPROVE REGULAR BOARD MEETING MINUTES OF JANUARY 14 AND JANUARY 28, 2005 AND SPECIAL MINUTES OF JANUARY 21, 2005
Minutes: **JANUARY 28, 2005 MINUTES WILL BE INCLUDED IN THE FEBRUARY 25, 2005 BOARD PACKET**
- 5-2. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS
Report: Attached
- 5-3. ACCEPT AND FILE JANUARY 2005 RIDERSHIP REPORT
Report: Attached
PAGE 1 OF THE RIDERSHIP REPORT WILL BE INCLUDED IN THE FEBRUARY 25, 2005 BOARD PACKET
- 5-4. CONSIDERATION OF TORT CLAIMS: DENY THE CLAIMS OF [REDACTED], CLAIM #05-0005; MARIO ESPINOZA, CLAIM #05-0006; DEAN KERR, CLAIM #05-0007; AND GEICO INSURANCE, CLAIM #05-0008
- 5-5. ACCEPT AND FILE THE METRO ADVISORY COMMITTEE (MAC) AGENDA FOR FEBRUARY 16, 2005 AND MINUTES OF DECEMBER 15, 2004
Agenda/Minutes: Attached

- 5-6. ACCEPT AND FILE THE MASTF COMMITTEE MINUTES OF DECEMBER 16, 2004
Minutes: **WILL BE INCLUDED IN THE FEBRUARY 25, 2005 BOARD PACKET**
- 5-7. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR DECEMBER 2004 AND APPROVAL OF BUDGET TRANSFERS
Staff Report: Attached
- 5-8. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR DECEMBER 2004
Staff Report: **WILL BE INCLUDED IN THE FEBRUARY 25, 2005 BOARD PACKET**
- 5-9. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE
Staff Report: Attached
- 5-10. ACCEPT AND FILE METROBASE STATUS REPORT
Staff Report: **WILL BE INCLUDED IN THE FEBRUARY 25, 2005 BOARD PACKET**
- 5-11. ACCEPT AND FILE MINUTES REFLECTING VOTING RESULTS FROM APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR THE JANUARY 2005 MEETINGS
Staff Report: Attached
- 5-12. CONSIDERATION OF AN AGREEMENT WITH THE SANTA CRUZ SEASIDE COMPANY FOR THE PROVISION OF LATE-NIGHT SERVICE
Staff Report: **WILL BE INCLUDED IN THE FEBRUARY 25, 2005 BOARD PACKET**
- 5-13. CONSIDERATION OF APPOINTMENT OF DAVE WILLIAMS TO THE METRO ADVISORY COMMITTEE (MAC) BY DIRECTOR SKILLICORN TO FILL VACANCY OF KANOA DYNEK
Staff Report: Attached
ACTION REQUESTED AT THE FEBRUARY 11, 2005 BOARD MEETING
- 5-14. ACCEPT AND FILE NOTIFICATION OF ACTIONS TAKEN IN CLOSED SESSION REGARDING THE WORKERS COMPENSATION CLAIM OF FRANK SLOAN
Staff Report: Attached
- 5-15. CONSIDERATION OF REPORT ON WORKERS' COMPENSATION EMPLOYEE CLAIMS
Staff Report: Attached
- 5-16. CONSIDERATION OF INFORMATION REGARDING LONG TERM DISABILITY INSURANCE USE AT OTHER TRANSIT DISTRICTS

Staff Report: Attached

REGULAR AGENDA

6. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS
Presented by: Chairperson Keogh
Staff Report: Attached
THIS PRESENTATION WILL TAKE PLACE AT THE FEBRUARY 25, 2005 BOARD MEETING

7. CONSIDERATION OF RECEIPT OF REPORT REGARDING THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION'S PARATRANSIT COORDINATION TASK FORCE (PCTF) AND DRAFT MINUTES OF JANUARY 19, 2005
Presented by: Director Pat Spence
Staff Report: Report and January 19, 2005 Draft Minutes are attached

8. CONSIDERATION OF PARACRUZ OPERATIONS STATUS REPORT
Presented by: Bryant Baehr, Operations Manager
Staff Report: **WILL BE INCLUDED IN THE FEBRUARY 25, 2005 BOARD PACKET**

9. CONSIDERATION OF AWARD OF CONTRACT FOR PARACRUZ VEHICLE FUELING AND WASHING SERVICES
Presented by: Tom Stickel, Fleet Maintenance Manager
Staff Report: **WILL BE INCLUDED IN THE FEBRUARY 25, 2005 BOARD PACKET**

10. **PUBLIC HEARING:** CONSIDERATION OF AUTHORIZING THE APPLICATION AND EXECUTION OF AN FTA GRANT FOR URBANIZED AREA FORMULA FUNDS FOR FY2005
Presented By: Mark Dorfman, Assistant General Manager
Staff Report: Attached
PUBLIC HEARING WILL TAKE PLACE AT THE FEBRUARY 25, 2005 BOARD MEETING

11. CONSIDERATION OF ALTERNATIVES TO ENSURE THE RECEIPT OF FUNDING FROM THE STATE TRANSPORTATION IMPROVEMENT PROGRAM (STIP) FOR THE METROBASE PROJECT
Presented By: Les White, General Manager
Staff Report: Oral Presentation

12. CONSIDERATION OF ADOPTION OF PROCEDURES FOR THE PRE-QUALIFICATION OF BIDDERS PROCESS FOR THE METROBASE CONSTRUCTION PROJECT
Presented By: Margaret Gallagher, District Counsel

Staff Report: **WILL BE INCLUDED IN THE FEBRUARY 25, 2005 BOARD PACKET**

13. CONSIDERATION OF THE REQUEST FROM THE CITY OF SCOTTS VALLEY FOR THE RESUMPTION OF SERVICE ON VINE HILL SCHOOL ROAD
Presented By: Les White, General Manager
Staff Report: Attached
14. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A LEASE FOR PROPERTY LOCATED AT 111 DUBOIS STREET, SANTA CRUZ
Presented By: Margaret Gallagher, District Counsel
Staff Report: Attached

ACTION REQUESTED AT THE FEBRUARY 11, 2005 BOARD MEETING

15. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION: District Counsel
16. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

SECTION II: CLOSED SESSION

1. CONFERENCE WITH REAL PROPERTY NEGOTIATOR
(Pursuant to Government Code Section 54956.8)
 - a. Property: 111 Dubois Street, Santa Cruz
Negotiating parties: Leslie White, Santa Cruz METRO and Dawn Iuliano, Negotiator for Iuliano Properties, Owner of 111 Dubois Street
Under Negotiation: Price and Terms
 - b. Property: 120 Dubois Street, Santa Cruz
Negotiating parties: Leslie White, Santa Cruz METRO and Chris Hinshaw, Negotiator for Owner
Under Negotiation: Price and Terms
2. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
(Pursuant to Government Code Section 54956.9)
 - a. Name of Case: Santa Cruz Metropolitan Transit District vs. Yvonne Aiassa Humphrey; Surf City Produce; Odwalla, Inc, et al.
3. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Pursuant to Government Code Section 54957
Title: General Manager

SECTION III: RECONVENE TO OPEN SESSION

17. REPORT OF CLOSED SESSION

ADJOURN

NOTICE TO PUBLIC

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

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

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

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

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

January 14, 2005

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, January 14, 2005 at the District's Administrative Office, 370 Encinal Street, Santa Cruz, CA.

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

SECTION 1: OPEN SESSION

Vice Chair Keogh introduced Director Dene Bustichi, who was appointed by the Scotts Valley City Council to replace Director Sheryl Ainsworth.

1. ROLL CALL:

DIRECTORS PRESENT

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

DIRECTORS ABSENT

STAFF PRESENT

Bryant Baehr, Operations Manager
Frank Cheng, MetroBase Project Manager
Mark Dorfman, Assistant General Manager
Margaret Gallagher, District Counsel
Steve Paulson, Paratransit Administrator

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

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

Jeff Le Blanc, MASTF
Gary Klemz, SEIU
Sandra Lipperd, UTU
Ian McFadden, SEA

Jeff North, UTU
Tegan Speiser, SCCRTC
Bob Yount, MAC/MASTF/E&D TAC

5-1.1

2. ORAL AND WRITTEN COMMUNICATION

Written:

None

Oral:

Les White announced that the MetroBase Building Breaking Ceremony would take place today at 12:00 p.m. at 1122 River Street, the former Tool Shed property. Vice Chair Keogh announced that the Board would try to adjourn by 11:30.

DIRECTOR ROTKIN ARRIVED AT THIS TIME

3. LABOR ORGANIZATION COMMUNICATIONS

Sandra Lipperd, UTU, asked for a timeline regarding the RFP for testing and determining the appropriate Talking Bus volume level. Jeff North, UTU Vice Chair, read a letter from UTU Chair, Bonnie Morr thanking Vice Chair Keogh for his apology at the December 10, 2004 meeting. The letter is attached to these minutes.

4. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

None

CONSENT AGENDA

5-1. APPROVE REGULAR BOARD MEETING MINUTES OF DECEMBER 10 AND DECEMBER 17, 2004

Director Reilly commented that the minutes were very clear and well written

5-2. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS

No questions or comments.

5-3. ACCEPT AND FILE DECEMBER 2004 RIDERSHIP REPORT

Page 1 of the Ridership Report will be included in the January 28, 2005 Board Packet.

5-4. CONSIDERATION OF TORT CLAIMS:

No questions or comments.

5-5. ACCEPT AND FILE THE METRO ADVISORY COMMITTEE (MAC) AGENDA FOR JANUARY 19, 2005 AND MINUTES OF NOVEMBER 17, 2004

Director Keogh asked about the attendance and Jeff Le Blanc replied that it was good. Director Spence suggested that MAC meetings be listed in the newspaper.

5-1.2

5-6. ACCEPT AND FILE THE MASTF COMMITTEE MINUTES OF DECEMBER 16, 2004

The Minutes will be included in the January 28, 2005 Board Packet.

5-7. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR NOVEMBER 2004 AND CONSIDERATION OF BUDGET TRANSFERS

Director Rotkin commented that the report was very clear.

5-8. ACCEPT AND FILE PARACRUZ STATUS REPORT FOR OCTOBER 2004

No questions or comments.

5-9. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR OCTOBER AND NOVEMBER 2004

Director Tavantzis commented that it was nice to see ridership up.

5-10. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE

No questions or comments.

5-11. ACCEPT AND FILE METROBASE STATUS REPORT

Will be included in the January 28, 2005 Board Packet.

5-12. ACCEPT AND FILE MINUTES REFLECTING VOTING RESULTS FROM APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR THE DECEMBER MEETING

No questions or comments.

5-13. ACCEPT AND FILE NOTIFICATION OF ACTIONS TAKEN IN CLOSED SESSION REGARDING THE WORKERS COMPENSATION CLAIM OF GUILLERMO CHAVEZ

No questions or comments.

5-14. REVIEW AND ACCEPT SANTA CRUZ METRO BYLAWS AS MODIFIED REGARDING SECTIONS 6.01 (ELECTION OF PRESIDING OFFICERS) AND 14.02 (APPOINTMENT OF SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION REPRESENTATIVES)

No questions or comments.

REGULAR AGENDA

6. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS

This presentation will take place at the January 28, 2005 Board Meeting.

7. CONSIDERATION OF RECEIPT OF REPORT REGARDING THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION'S PARATRANSIT COORDINATION TASK FORCE (PCTF) AND DRAFT MINUTES OF DECEMBER 15, 2004

Director Spence reported that she had not attended the last meeting at the Loudon Nelson Center.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR TAVANTZIS

Move Item #7 to the Consent Agenda

Motion passed with Director Spence opposed and Director Beautz being absent.

8. CONSIDERATION OF STATUS OF REPORT ON POSSIBLE PARACRUZ REPORTING FORMATS

Will be included in the January 28, 2005 Board Packet.

9. CONSIDERATION OF AWARD OF CONTRACT FOR THIRD PARTY ADMINISTRATION OF WORKERS COMPENSATION CLAIMS

Will be included in the January 28, 2005 Board Packet.

Discussion:

Director Norton commented that the City of Capitola's rates have gone up 40%, almost \$400,000. Director Norton requested information regarding the District's current workers compensation and long term disability rates and utilization and how they compare to other similar agencies.

DIRECTOR BEAUTZ ARRIVED AT THIS TIME

10. CONSIDERATION OF RENEWAL OF CONTRACT FOR HAZARDOUS WASTE REMOVAL SERVICES

Summary:

Tom Stickel reported that the District has a contract with Evergreen Oil for hazardous waste disposal, which expires at the end of this month. Evergreen Oil has indicated that they are interested in extending the contract term through January 31, 2006 under the same terms and conditions.

5-1.4

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR REILLY

Authorize the General Manager to enter into a one-year contract extension with Evergreen Oil, Inc. for hazardous waste removal services under the same terms and conditions.

Motion passed unanimously.

11. CONSIDERATION OF RENEWAL OF CONTRACT FOR FINANCIAL AUDIT AND TAX SERVICES

Tom Stickel reported that this is another renewal. Elisabeth Ross reported that the District is happy with the services received from this company.

12. CONSIDERATION OF AWARD OF CONTRACT FOR PURCHASE OF VEHICLES

Summary:

Tom Stickel reported that purchasing through the State Procurement Process allows for better pricing. The two hybrid sedans would be gas/electric and the bi-fuel pickup truck would be gas/CNG.

13. CONSIDERATION OF AWARD OF CONTRACT FOR PURCHASE OF LUBRICATION PRODUCTS

Summary:

Tom Stickel reported the District participates in the Regional Transit Coordinating Council (RTCC) cooperative purchasing agreements, which offers volume discounts for commodities that are commonly used by RTCC member agencies. Mr. Stickel pointed out an error on page 2 of the Staff Report under Financial Considerations. The annual estimated budget for the two-year contract is \$30,000 rather than \$10,000, projecting \$28,000 this year and \$32,000 next year.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR HINKLE

Move Items #11, #12 and #13 to the Consent Agenda.

14. CONSIDERATION OF A RESOLUTION AUTHORIZING AN APPLICATION TO CALTRANS FOR FY 2005 RURAL OPERATING ASSISTANCE

Summary:

Mark Dorfman reported that each year, the FTA apportions federal funds through the state to assist public transit operators in non-urbanized areas. This year, Caltrans has apportioned \$65,475 to Santa Cruz County.

15. CONSIDERATION OF CALL STOP AUDIT REPORT

Summary:

Bryant Baehr reported that this is a quarterly report covering October through December 2004. Most of the 36 stops not called were the result of one bus operator, who has been put into the disciplinary program for failure to call stops on Route 35.

Director Rotkin suggested moving this Item to Closed Session as potential litigation. Margaret Gallagher responded that the agenda had already been posted and it would be placed on the January 28, 2005 Closed Session Agenda.

16. CONSIDERATION OF NOMINATION OF DIRECTORS TO SERVE AS BOARD OFFICERS FOR 2005, AND NOMINATIONS FOR APPOINTMENTS TO THE HIGHWAY 1 CONSTRUCTION AUTHORITY AND TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR 2005

Nominations for office of Chair and Vice Chair of the Board:

Director Keogh as Chair
Director Rotkin as Vice Chair

Nominations to the Highway 1 Construction Authority:

Primary: Reappoint Director Tavantzis
Alternate: Reappoint Director Keogh

Nominations to the Regional Transportation Commission:

Primary: Directors Keogh, Reilly, Spence, Tavantzis
Alternates: Directors Bustichi, Keogh, Reilly, Skillicorn

Margaret Gallagher reported that the nominations would remain open right up to the actual vote on January 28th and that the Board Officers would be elected immediately after Roll Call.

Jeff Le Blanc commented that, as a rider, he would like to see more advocacy supporting transit from the appointees on the RTC.

Ian McFadden, SEA, reported that he found it very frustrating to watch the RTC be torn between the Hwy and Rail. He hopes the HCA representatives will fight for more funding than Measure J would have provided and feels the Rail and Hwy projects would take away every dollar that should be going to transit.

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

Margaret Gallagher reported that the Board would discuss with their Legal Counsel the Workers Compensation case of Frank Sloan; the case of Fredy Castillo, the case of SCMTD v. Yvonne Aiassa Humphrey and a discussion with Labor Negotiator, Les White regarding SEIU.

5-1.6

18. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

None.

SECTION II: CLOSED SESSION

Vice Chair Keogh adjourned to Closed Session at 10:06.m. and reconvened to Open Session at 10:55 a.m.

SECTION III: RECONVENE TO OPEN SESSION

19. REPORT OF CLOSED SESSION

Margaret Gallagher reported that the Board voted on the claim of Frank Sloan and unanimously approved a settlement of \$49,370.00 in a full Compromise and Release.

ADJOURN

There being no further business, Vice Chair Keogh adjourned the meeting at 10:57 a.m.

Respectfully submitted,



CINDI THOMAS
Administrative Services Coordinator

1/14/05

Vice Chair Mike Keogh -
The Union would like to
Thank Mr Keogh for his
apology for his behavior -
at the meeting of 12/9.
Hopefully we will be
able to move forward and
work cooperatively -

Sincerely
Bonnie [Signature]
UTU Chairperson

5-1.8

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

SPECIAL Open Session Minutes- Board of Directors

January 21, 2005

A SPECIAL Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, January 21, 2005 at the District's Administrative Office, 370 Encinal Street, Santa Cruz, CA.

Chair Reilly called the meeting to order at 8:00 a.m.

SECTION 1: OPEN SESSION

1. ROLL CALL:

DIRECTORS PRESENT

Dene Bustichi
Jan Beautz
Michelle Hinkle
Emily Reilly
Mike Rotkin
Pat Spence
Mark Stone
Marcela Tavantzis

DIRECTORS ABSENT

Mike Keogh
Dennis Norton
Ex Officio Wes Scott
Dale Skillicorn

STAFF PRESENT

Leslie White, General Manager
Frank Cheng, MetroBase Project Manager
Margaret Gallagher, District Counsel

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

Margaret Gallagher reported that there would be a discussion with METRO's Property Negotiations regarding property at 115 Dubois Street, Santa Cruz.

3. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

None.

SECTION II: CLOSED SESSION

Chair Reilly adjourned to SPECIAL Closed Session at 8:02 a.m. and reconvened to SPECIAL Open Session at 8:10 a.m.

5-1.9

SECTION III: RECONVENE TO OPEN SESSION

4. REPORT OF CLOSED SESSION

Margaret Gallagher stated that there was nothing to report at this time.

5. CONSIDERATION OF THREE YEAR LEASE OF SPACE AT 115 DUBOIS STREET FOR BUS PARKING AND STORAGE

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR REILLY

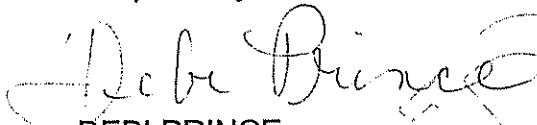
Authorize the General Manager to execute a lease with Iuliano Properties for space located at 115 Dubois Street for the Bus Parking and Storage for a rate of \$3,000.00 per month.

Motion passed unanimously with Directors Keogh, Norton and Skillicorn being absent.

ADJOURN

There being no further business, Chair Reilly adjourned the SPECIAL meeting at 8:20 a.m.

Respectfully submitted.


DEBI PRINCE
Administrative Secretary

5-1.10

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

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

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
14177	01/04/05	573.03	001039	GRAFFITI REMOVAL, INC.		3374	VANDAL GUARD	573.03	
14178	01/04/05	740.56	001052	MID VALLEY SUPPLY		3375	CLEANING SUPPLY FLT	740.56	
14179	01/04/05	9,264.83	001063	NEW FLYER INDUSTRIES LIMITED		3376	REV VEH PARTS 1391	1,391.31	
						3377	REV VEH PARTS 3243	3,242.90	
						3378	REV VEH PARTS 372	371.83	
						3379	REV VEH PARTS 953	952.83	
						3380	REV VEH PARTS 397	396.72	
						3381	REV VEH PARTS 38	37.50	
						3382	REV VEH PARTS 455	454.56	
						3383	REV VEH PARTS 2417	2,417.18	
						3384	DEC FUEL	99,818.76	
14180	01/04/05	99,818.76	001316	DEVCO OIL		3385	PARTS & SUPPLIES	542.61	
14181	01/04/05	542.61	002504	TIFCO INDUSTRIES		3386	OUT REPAIR REV VEH	1,887.75	
14182	01/04/05	1,887.75	002607	CTC ANALYTICAL SERVICES		3387	11/26-12/25 PHONES	138.67	
14183	01/04/05	138.67	002639	NEXTEL COMMUNICATIONS		3388	OUT REPAIR #8015	857.51	
14184	01/04/05	857.51	002713	SANTA CRUZ AUTO TECH, INC.		3389	REV VEH PARTS/MANUAL	703.72	
14185	01/04/05	703.72	004	NORTH BAY FORD LINC-MERCURY		3390	NOV/DEC FREIGHT	167.81	
14186	01/04/05	167.81	007	UNITED PARCEL SERVICE		3391	REV VEH PARTS	80.56	
14187	01/04/05	80.56	013	MCI SERVICE PARTS, INC.		3392	REV VEH PARTS	1,476.66	
14188	01/04/05	2,590.09	018	SALINAS VALLEY FORD SALES		3393	REV VEH PARTS	1,113.43	
14189	01/04/05	265.86	061A	REGISTER PAJARONIAN		3394	CLASSIFIED AD FLEET	92.84	
						3395	CLASSIFIED AD FLEET	88.62	
						3396	CLASSIFIED AD FLEET	84.40	
14190	01/04/05	207.84	115	SNAP-ON INDUSTRIAL		3397	EMP TOOL/SOCKET	207.84	
14191	01/04/05	1,013.35	117	GILLIG CORPORATION		3398	REV VEH PARTS	701.62	
						3399	REV VEH PARTS	96.17	
						3400	REV VEH PARTS	57.98	
						3401	REV VEH PARTS	157.58	
14192	01/04/05	1,338.01	135	SANTA CRUZ AUTO PARTS, INC.		3402	REV VEH PARTS/SUPPLY	1,338.01	
14193	01/04/05	74.95	161	OCEAN CHEVROLET INC		3403	REV VEH PARTS/SUPPLY	74.95	
14194	01/04/05	319.56	166	HOSE SHOP, THE		3404	REV VEH PARTS/SUPPLY	319.56	
14195	01/04/05	1,633.66	221	VEHICLE MAINTENANCE PROGRAM		3405	REV VEH PARTS 1634	1,633.66	
14196	01/04/05	14,139.54	378	STEWART & STEVENSON		3406	REV VEH PARTS	2,933.20	
						3407	REV VEH PARTS	2,220.73	
						3408	REV VEH PARTS	440.27	
						3409	REBUILD TRANSMISSION	8,545.34	
14197	01/04/05	372.00	432	EXPRESS PERSONNEL SERVICES		3410	TEMP W/E 12/19 FLEET	372.00	
14198	01/04/05	53.29	434B	VERIZON CALIFORNIA		3411	MT. BIEWLASKI	53.29	
14199	01/04/05	123.52	527	RECARO NORTH AMERICA, INC.		3412	REV VEH PARTS 119	123.52	
14200	01/04/05	50.96	566	ARROWHEAD MTN SPRING WATER		3413	NOV WATER FLEET	50.96	
14201	01/04/05	782.83	647	GFI GENFARE		3414	REV VEH PARTS	782.83	
14202	01/04/05	135.00	691	EAGLE AUTOMOTIVE		3417	OUT REPAIR OTHER VEH	135.00	
14203	01/04/05	659.31	816	MISSION VALLEY FORD		3415	OUT REPAIR VEH #304	659.31	
14204	01/04/05	3,939.97	909	CLASSIC GRAPHICS		3416	OUT REPAIR REV VEH	3,939.97	
14205	01/07/05	650.00	001016	ALLARD'S SEPTIC SERVICE, INC.		3418	HAZ WASTE DISPOSAL	650.00	
14206	01/07/05	1,129.14	001028	PC MALL GOV, INC.		3419	SALES TAX	1,129.14	
14207	01/07/05	776.40	001029	GOLDEN GATE SYSTEMS		3420	OUT REPAIR PRINTERS	776.40	
14208	01/07/05	110.00	001042	EMPLOYER'S HEALTH SVCS, LLC		3421	NOV DRUG TESTING	110.00	
14209	01/07/05	3,468.75	001046	DESMOND, MARCELLO & AMSTER		3422	PROF SVCS THRU 11/30	2,987.50	
						3423	PROF SVCS THRU 11/30	393.75	

5-2.1

CHECK JOURNAL DETAIL BY CHECK NUMBER
ALL CHECKS FOR COAST COMMERCIAL BANK

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

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	TRANS. TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
						3424	PROF SVCS THRU 11/30	87.50	
14210	01/07/05	9,694.76	001048	CRUZ CAR WASH		3425	REV VEH FUEL/PT	8,792.40	
						3426	VEH WASH SVCS/PT	902.36	
14211	01/07/05	2,484.97	001346	CITY OF SANTA CRUZ		3495	PARKING DEF FEES	1,211.10	
						3496	04/05 COOP RETL MGMT	1,273.87	
14212	01/07/05	2,329.38	001365	BORTNICK, ROBERT S. & ASSOC.	7	3427	INVESTIGATIVE SVCS	2,329.38	
14213	01/07/05	1,008.05	001379	SAFETY-KLEEN SYSTEMS, INC.		3428	HAZ WASTE DISPOSAL	1,008.05	
14214	01/07/05	685.14	001454	MONTEREY BAY OFFICE PRODUCTS		3429	COPIER OVERAGE/ADM	685.14	
14215	01/07/05	30.68	001471	CALIFORNIA CHAMBER OF COMMERCE		3430	EMPLOYEE POSTERS/HR	30.68	
14216	01/07/05	203.75	001492	EVERGREEN OIL INC.		3431	HAZ WASTE DISPOSAL	135.00	
						3432	HAZ WASTE DISPOSAL	68.75	
14217	01/07/05	147.65	001733	STOODLEY'S SMALL ENGINE SERVIC	7	3433	REPAIRS/MAINTENANCE	147.65	
14218	01/07/05	23,148.18	001762	COMMUNITY BRIDGES		3434	OCT TRANSITN COSTS	20,645.12	
						3435	NOV TRANSITN COSTS	2,503.06	
14219	01/07/05	3,716.55	001A	SBC/MCI		3488	DEC PHONE/IT	92.08	
						3489	DEC PHONE/IT	176.87	
						3490	DEC PHONE/IT	176.87	
						3491	DEC PHONES	1,988.74	
						3492	DEC PHONES/PT	254.91	
						3493	DEC PHONES/PT	805.19	
						3494	DEC PHONES/PT	221.89	
14220	01/07/05	412.71	002012	CARTER, H.V. CO. INC.		3436	REPAIRS/MAINTENANCE	412.71	
14221	01/07/05	16.23	002063	COSTCO		3437	LOCAL MEETING EXP	16.23	
14222	01/07/05	962.00	002069	A TOOL SHED. INC.		3438	EQUIPMENT RENTAL	118.00	
						3439	EQUIPMENT RENTAL	844.00	
14223	01/07/05	20,055.19	002104	SELF-INSURANCE PLANS		3440	CA W/C FEE ASSESSMNT	20,055.19	
14224	01/07/05	1,152.99	002189	BUS & EQUIPMENT		3441	REV VEH PART/PT 1139	1,152.99	
14225	01/07/05	2,000.00	002267	SHAW & YODER, INC.		3442	NOV LEGISLATIVE SVCS	2,000.00	
14226	01/07/05	25,507.20	002295	FIRST ALARM		3443	NOV SECURITY	25,507.20	
14227	01/07/05	3,864.44	002346	CHANEY, CAROLYN & ASSOC., INC.		3444	JUL-DEC 04 EXPENSES	114.44	
						3445	JAN LEGISLATIVE SVCS	3,750.00	
14228	01/07/05	207.01	002459	SCOTTS VALLEY WATER DISTRICT		3446	10/11-12/7 KINGS VLG	28.99	
						3447	10/11-12/7 KINGS VLG	178.02	
14229	01/07/05	326.50	002707	PITNEY BOWES CREDIT CORP		3448	12/30-3/30 RENTAL	326.50	
14230	01/07/05	1,659.69	002721	NEXTEL COMMUNICATIONS		3449	11/4-12/3 PHONES/PT	1,469.71	
						3450	EQUIPMENT/PT	189.98	
14231	01/07/05	387.87	020	ADT SECURITY SERVICES INC.		3451	JAN ALARMS	387.87	
14232	01/07/05	44.10	041	MISSION UNIFORM		3452	NOV UNIF/LAUNDRY PT	44.10	
14233	01/07/05	138.91	051	SANTA CRUZ FIRE EQUIPMENT	7	3453	FIRE EXT RECHARGE	138.91	
14234	01/07/05	53.53	074	KENVILLE LOCKSMITHS	7	3454	NOV/DEC LOCKS/KEYS	53.53	
14235	01/07/05	282.29	107	SAN LORENZO LUMBER		3455	REPAIRS/MAINTENANCE	282.29	
14236	01/07/05	570.94	135	SANTA CRUZ AUTO PARTS, INC.		3456	REV VEH PARTS/PT	570.94	
14237	01/07/05	58.02	147	ZEE MEDICAL SERVICE CO.		3457	SAFETY SUPPLIES	58.02	
14238	01/07/05	19.85	161	OCEAN CHEVROLET INC		3458	REV VEH PARTS/PT	19.85	
14239	01/07/05	2,457.60	180	MANPOWER		3459	TEMP/IT W/E 11/28	921.60	
						3460	TEMP/IT W/E 12/5	1,536.00	
14240	01/07/05	156.96	186	WILSON, GEORGE H., INC.		3461	REPAIRS/MAINTENANCE	156.96	
14241	01/07/05	634.07	215	IKON OFFICE SOLUTIONS		3462	COPIER MAINT/OPS	634.07	
14242	01/07/05	55.77	276	SCOTTS VALLEY SPRINKLER		3463	REPAIRS/MAINTENANCE	55.77	
14243	01/07/05	201.13	282	GRAINGER		3464	LOCKS KEYED ALIKE	170.69	

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						3497	REV VEH PARTS/PT	30.44	
14244	01/07/05	207.93	294	ANDY'S AUTO SUPPLY		3498	TOOLS/SUPPLIES PT	207.93	
14245	01/07/05	164.36	434	VERIZON WIRELESS-PAGERS		3465	JAN PAGERS	164.36	
14246	01/07/05	59.55	436	WEST PAYMENT CENTER		3499	CA CODE 2005/LGL	15.17	
						3500	CA VEH CODE 05/LGL	44.38	
14247	01/07/05	1,150.38	455	PIRACLE		3501	CREATE-A-CHK/MAINT	1,150.38	
14248	01/07/05	1,500.00	475	TRAPEZE SOFTWARE GROUP, INC.		3466	10/1-12/31 FLT MATE	750.00	
						3467	1/1-1/31 FLEET MATE	750.00	
14249	01/07/05	180.00	481	PIED PIPER EXTERMINATORS, INC.		3468	DEC PEST CONTROL	180.00	
14250	01/07/05	294,173.46	502	CA PUBLIC EMPLOYEES'		3469	JAN MEDICAL INS	294,173.46	
14251	01/07/05	281.98	534	REGENTS OF UNIVERSITY OF CALIF		3502	CA TORT GUIDE UP 04	83.89	
						3503	CA GOVT TORT LIABLT	108.79	
						3504	CA MECHANICS LIENS	89.30	
14252	01/07/05	99.59	579	LAB SAFETY SUPPLY, INC.		3470	REFLECTIVE TAPE 91	99.59	
14253	01/07/05	24,000.00	596	PUBLIC-SECTOR SOLUTIONS, INC.		3505	USL MAINT 1/05-12/05	24,000.00	
14254	01/07/05	70.00	682	WEISS, AMY L.	7	3471	PROF SVCS 12/17	70.00	
14255	01/07/05	9,056.25	683	TRISTAR RISK MANAGEMENT		3472	JAN WC SVC FEE	9,056.25	
14256	01/07/05	9,872.00	705	BUSTICHI CONSTRUCTION, INC.		3473	MODIFY 6 SHELTERS	8,884.80	
						3474	MODIFY 6 SHELTERS	987.20	
14257	01/07/05	916.40	733	CLAREMONT BEHAVIORAL SERVICES		3475	JAN EAP PREMIUM	916.40	
14258	01/07/05	392.64	801	LOUIS AND RIPARETTI, INC.		3476	RPR WTC KIOSK ROOF	392.64	
14259	01/07/05	1,193.28	845A	BLUE SHIELD OF CALIFORNIA		3477	COBRA PREMIUMS	1,193.28	
14260	01/07/05	490.00	852	LAW OFFICES OF MARIE F. SANG	7	3478	WORKERS COMP CLAIMS	154.00	
						3479	WORKERS COMP CLAIM	336.00	
14261	01/07/05	167.00	861	EMPLOYER RESOURCE INSTITUTE		3480	CA EMP ADVISOR/LEGAL	167.00	
14262	01/07/05	168,364.57	904	RNL DESIGN		3481	REIMBRS EXP TO 10/31	2,368.17	
						3482	PROF SVCS THRU 10/31	165,996.40	
14263	01/07/05	1,509.20	912	FOLGER GRAPHICS		3483	GRAPH DSGN SVCS/HEAD	1,509.20	
14264	01/07/05	195.00	915	WORKIN.COM, INC.		3484	12/3-1/2 JOB POST	195.00	
14265	01/07/05	90.76	E021	HILTNER, THOMAS		3485	CTC 12/8-12/9	90.76	
14266	01/07/05	44.00	E090	CALLEJAS, LETICIA		3486	DMV/VTT FEES	44.00	
14267	01/07/05	764.00	R431	WATSONVILLE COMMUNITY HOSPITAL		3487	10/18/04 MED CHG	764.00	
14268M01	01/11/05	1,500.00	002722	U.S. POSTAL SERVICE		3647	POSTAGE FOR METER	1,500.00	MANUAL
							POSTAGE FOR METER		
14269	01/21/05	596.18	001	SBC		3538	JAN PHONE/IT	596.18	
14270	01/21/05	82.50	001027	OVERLAND PACIFIC & CUTLER, INC		3539	MB PROF SVCS NOV04	82.50	
14271	01/21/05	11,422.88	001043	VISION SERVICE PLAN		3540	JAN VISION INSURANCE	11,422.88	
14272	01/21/05	18,101.40	001049	TRANS METRO EXPRESS		3541	NOV 04 PT SVCS	18,101.40	
14273	01/21/05	7,910.81	001063	NEW FLYER INDUSTRIES LIMITED		3506	REV VEH PARTS 558	557.70	
						3507	REV VEH PARTS 34	34.01	
						3508	REV VEH PARTS 5409	5,408.64	
						3509	REV VEH PARTS 1910	1,910.46	
14274	01/21/05	154.36	001064	MUNICIPAL MAINTENANCE EQUIPMNT		3542	LIGHT SWITCH/FACIL	154.36	
14275	01/21/05	7,268.04	001075	SOQUEL III ASSOCIATES	7	3543	RESEARCH ADDTL RENT	2,422.68	
						3544	RESEARCH ADDTL RENT	2,422.68	
						3545	RESEARCH ADDTL RENT	2,422.68	
14276	01/21/05	29.77	001112	BRINKS TROPHY SHOPPE	7	3546	NAMEPLATE/BOARD	29.77	
14277	01/21/05	804.57	001315	WASTE MANAGEMENT		3547	DEC MT HERMON/KINGS	43.27	
						3548	DEC KINGS VILLAGE	145.23	
						3549	DEC RESEARCH PARK	142.37	

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						3550	JAN-MAR LOMOND/HY	37.98	
						3551	JAN-MAR AIRPORT/FREE	435.72	
						3552	CALL STOP SURVEY	5,000.00	
14278	01/21/05	5,000.00	001365	BORTNICK, ROBERT S. & ASSOC.	7	3510	REV VEH PARTS	56.40	
14279	01/21/05	56.40	001711	MOHAWK MFG. & SUPPLY CO.		3511	REV VEH PARTS	573.84	
14280	01/21/05	573.84	001800	THERMO KING OF SALINAS, INC		3553	OUT REPAIR PHONES	75.00	
14281	01/21/05	300.00	001856	BAY COMMUNICATIONS	7	3554	OUT REPAIR PHONES	225.00	
						3555	PROF/TECH SVCS	338.53	
14282	01/21/05	338.53	002028	WESTCOAST LEGAL SERVICE	7	3556	PHOTO PROCESS/OPS	28.57	
14283	01/21/05	59.27	002063	COSTCO		3557	PHOTO PROCESS/OPS	30.70	
						3558	EQUIPMENT RENTAL	302.50	
14284	01/21/05	302.50	002069	A TOOL SHED, INC.		3559	JAN MEDICAL	2,550.00	
14285	01/21/05	2,550.00	002287	CALIFORNIA SERVICE EMPLOYEES		3560	DEC SECURITY	26,545.20	
14286	01/21/05	26,545.20	002295	FIRST ALARM		3561	OFFICE SUPPLIES/OPS	182.12	
14287	01/21/05	182.12	002389	DARCO PRINTING	7	3562	WTC WINDOW CLEANING	235.00	
14288	01/21/05	235.00	002448	CLEAR VIEW, LLC	0	3512	PART & SUPPLIES	42.96	
14289	01/21/05	1,028.27	002504	TIFCO INDUSTRIES		3513	PARTS & SUPPLIES	985.31	
						3563	OCT FINGERPRINTS	32.00	
14290	01/21/05	32.00	002567	DEPARTMENT OF JUSTICE		3564	CMPTN SUPPLIES/IT	311.85	
14291	01/21/05	908.03	002627	CDW GOVERNMENT, INC.		3565	CMPTN SUPPLIES/IT	596.18	
						3566	2 HARD DRIVES/IT 70	81.00	
14292	01/21/05	81.00	002628	GSH INTELLIGENT INTEGRATED		3651	OUT RPR REV VEH/PT	519.66	
14293	01/21/05	519.66	002713	SANTA CRUZ AUTO TECH, INC.		3567	12/4-1/3 PHONES/PT	965.09	
14294	01/21/05	1,060.07	002721	NEXTEL COMMUNICATIONS		3568	EQUIPMENT/PT	94.98	
						3514	12/2-12/29 CNG/E RVR	1,250.76	
14296	01/21/05	27,046.18	009	PACIFIC GAS & ELECTRIC		3515	11/30-12/31 CNG/G RV	11,019.10	
						3569	11/25-12/23 SAKATA	10.08	
						3570	12/1-12/28 RODRIGUEZ	1,080.98	
						3571	12/1-12/28 RODRIGUEZ	86.70	
						3572	12/2-12/29 GOLF CLUB	1,227.38	
						3573	12/2-12/29 GOLF CLUB	1,434.88	
						3574	12/2-12/29 1200 RVR	1,491.77	
						3575	12/2-12/30 111 DUB	656.99	
						3576	12/2-12/30 111 DUB	1,950.70	
						3577	12/2-12/29 1200 RVR	558.50	
						3578	12/2-12/30 370 ENC	1,711.96	
						3579	12/2-12/30 370 ENC	1,098.51	
						3580	12/1-12/29 1122 RVR	93.02	
						3581	12/4-1/4 PACIFIC	1,138.53	
						3582	12/4-1/4 PACIFIC	482.95	
						3583	12/4-1/4 PACIFIC	325.59	
						3584	12/10-1/7 KINGS VLG	405.85	
						3585	12/10-1/7 KINGS VLG	24.78	
						3586	12/14-1/11 PAUL SWT	74.51	
						3587	12/15-1/13 RESEARCH	237.55	
						3588	12/15-1/13 RESEARCH	685.09	
						3589	1/1-3/31 SVCS	866.40	
14297	01/21/05	866.40	017	SUN MICROSYSTEMS, INC.		3516	REV VEH PARTS	1,129.39	
14298	01/21/05	1,129.39	018	SALINAS VALLEY FORD SALES		3590	DEC PRINTING	700.66	
14299	01/21/05	700.66	039	KINKO'S INC.		3517	DEC UNIF/LAUNDRY FLT	2,346.07	
14300	01/21/05	2,921.31	041	MISSION UNIFORM					

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						3591	DEC UNIF/LAUNDRY PT	44.10	
						3592	DEC UNIFORMS/LAUNDRY	531.14	
14301	01/21/05	184.58	042	ORCHARD SUPPLY HARDWARE		3593	REPAIRS/MAINT/UNIF	184.58	
14302	01/21/05	3,154.07	043	PALACE ART & OFFICE SUPPLY		3594	OFFICE SUPPLIES	3,154.07	
14303	01/21/05	442.90	067	ROTO-ROOTER		3595	OUT REPAIR BLDGS/IMP	146.45	
						3596	OUT REPAIR BLDGS/IMP	296.45	
14304	01/21/05	15,141.80	079	SANTA CRUZ MUNICIPAL UTILITIES		3597	10/28-12/27 PACIFIC	154.36	
						3598	10/28-12/27 PACIFIC	4,371.32	
						3599	10/26-12/28 GOLF CLB	1,653.52	
						3600	10/26-12/28 370 ENC	139.40	
						3601	10/26-12/28 370 ENC	1,745.80	
						3602	10/26-12/28 1200 RVR	5,696.80	
						3603	10/26-12/28 111 DUB	1,380.60	
14305	01/21/05	1,870.39	080A	STATE BOARD OF EQUALIZATION		3604	OCT-DEC FUEL TAX	1,870.39	
14306	01/21/05	44.85	080B	STATE BOARD OF EQUALIZATION		3605	2004 STOR TANK FEE	44.85	
14307	01/21/05	435.72	083	THYSSENKRUPP ELEVATOR		3606	JAN-MAR ELEV SVC	435.72	
14308	01/21/05	13,453.13	085	DIXON & SON TIRE, INC.		3518	DEC TIRES/TUBES FLT	5,589.08	
						3519	DEC TIRES/TUBES FLT	5,948.97	
						3520	OUT RPR REV VEH FLT	453.82	
						3607	NOV/DEC TIRES PT	1,461.26	
14309	01/21/05	69.61	115	SNAP-ON INDUSTRIAL		3521	COOLING SYSTM TESTER	69.61	
14310	01/21/05	114.87	117	GILLIG CORPORATION		3522	REV VEH PARTS FLT	114.87	
14311	01/21/05	111.39	122	SCMTD PETTY CASH - OPS		3608	PETTY CASH/OPS	111.39	
14312	01/21/05	93.86	130	CITY OF WATSONVILLE UTILITIES		3609	12/1-1/1 SAKATA	13.45	
						3610	12/1-101 RODRIGUEZ	9.50	
						3611	12/1-1/3 SAKATA	70.91	
14313	01/21/05	2,951.50	134	DAY WIRELESS SYSTEMS		3523	DEC/JAN OUT RPR EQP	2,951.50	
14314	01/21/05	937.54	135	SANTA CRUZ AUTO PARTS, INC.		3612	REV VEH PARTS/PT	937.54	
14315	01/21/05	114.74	147	ZEE MEDICAL SERVICE CO.		3613	SAFETY SUPPLIES	114.74	
14316	01/21/05	1,287.20	148	ZEP MANUFACTURING COMPANY		3524	CLEANING SUPPLY FLT	1,287.20	
14317	01/21/05	297.02	149	SANTA CRUZ SENTINEL		3614	DEC ADVERTISING	297.02	
14318	01/21/05	5,546.20	156	PRINT GALLERY, THE		3615	PRINT ROUTE STICKERS	5,546.20	
14319	01/21/05	1,330.06	161	OCEAN CHEVROLET INC		3616	REV VEH PARTS/PT	1,330.06	
14320	01/21/05	1,435.20	166	HOSE SHOP, THE		3525	REV VEH PARTS/SUPPLY	1,435.20	
14321	01/21/05	223.54	170	TOWNSEND'S AUTO PARTS		3526	PARTS & SUPPLIES	223.54	
14322	01/21/05	3,686.40	180	MANPOWER		3617	TEMP/IT W/E 12/12	1,536.00	
						3618	TEMP/IT W/E 12/19	1,536.00	
						3619	TEMP/IT W/E 12/26	614.40	
14323	01/21/05	602.23	187	POLAR RADIATOR SERVICE INC		3527	OUT REPAIR EQUIP	602.23	
14324	01/21/05	1,807.73	191	GOLDEN GATE PETROLEUM		3528	DEC OIL FLEET	1,807.73	
14325	01/21/05	202.47	192	ALWAYS UNDER PRESSURE		3620	PARTS/STEAM CLEANER	202.47	
14326	01/21/05	779.40	215A	IKON FINANCIAL SERVICES		3621	1/26-4/25 COPIER/OPS	779.40	
14327	01/21/05	135.88	260	SANTA CRUZ GLASS CO., INC.		3622	RPLCE WINDOW GASKET	135.88	
14328	01/21/05	120.00	271	CARLSON, BRENT D., M.D., INC.	7	3623	DEC/JAN DRUG TESTING	120.00	
14329	01/21/05	407.36	282	GRAINGER		3529	REV VEH PARTS	87.81	
						3624	DUCT TAPE/FACIL	319.55	
14330	01/21/05	96.56	288	MUNCIE TRANSIT SUPPLY		3530	REV VEH PARTS/SUPPLY	96.56	
14331	01/21/05	518.89	294	ANDY'S AUTO SUPPLY		3531	REV VEH PARTS FLEET	453.62	
14332	01/21/05	153.00	367	COMMUNITY TELEVISION OF		3625	REV VEH PARTS/PT	65.27	
						3626	TV COVERAG 12/17 MTG	153.00	

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14333	01/21/05	443.75	395	APPLIED GRAPHICS, INC.		3627	BUSINESS CARDS/OPS	443.75	
14334	01/21/05	37.29	405	JOHN'S ELECTRIC MOTOR SVC	7	3628	BUS WASHER PART	37.29	
14335	01/21/05	18.76	418	COUNTY OF SANTA CRUZ		3532	NOV & DEC CNG	18.76	
14336	01/21/05	744.00	432	EXPRESS PERSONNEL SERVICES		3533	TEMP W/E 12/26	744.00	
14337	01/21/05	136.23	436	WEST PAYMENT CENTER		3629	CA CIVL RULES 05/LGL	55.21	
						3630	DEC ACCESS CHGS	81.02	
14338	01/21/05	379.08	448	UNISOURCE		3631	COPY PAPER/PT	379.08	
14339	01/21/05	1,530.38	455	PIRACLE		3649	CREATE-A-CHK/MAINT	1,530.38	
14340	01/21/05	150.00	478	BEE CLENE	0	3632	CUSTODIAL SVCS/CRPTS	150.00	
14341	01/21/05	4,719.69	480	DIESEL MARINE ELECTRIC, INC.		3534	REV VEH PARTS	1,136.62	
						3535	REV VEH PARTS	3,583.07	
14342	01/21/05	141.00	481	PIED PIPER EXTERMINATORS, INC.		3633	STORTIES/MET/CHINA	141.00	
14343	01/21/05	191.92	510	ASCOM HASLER LEASING		3634	FEB EQUIP RENTAL	191.92	
14344	01/21/05	2,639.83	664	BAY COUNTIES PITCOCK PETROLEUM		3536	ENGINE OIL/DUB	2,639.83	
14345	01/21/05	538.78	851	I.M.P.A.C. GOVERNMENT SERVICES		3635	4055019201231222	538.78	
14346	01/21/05	182.00	852	LAW OFFICES OF MARIE F. SANG	7	3636	WORKERS COMP CLAIM	182.00	
14347	01/21/05	103.86	856	ANGI INTERNATIONAL LLC		3637	CNG PARTS	103.86	
14348	01/21/05	42,480.92	875	PACIFICARE DENTAL		3638	JAN DENTAL	42,480.92	
14349	01/21/05	1,353.00	876	ATCHISON, BARISONE, CONDOTTI &		3650	LEGAL SVCS/SAKATA	1,353.00	
14350	01/21/05	185.00	884	UNITED STATES POSTAL SERVICE		3639	POSTAGE/OPS	185.00	
14351	01/21/05	375.00	909	CLASSIC GRAPHICS		3537	OUT REPAIR REV VEH	375.00	
14352	01/21/05	627.00	950	PARADISE LANDSCAPE	7	3640	JAN MAINTENANCE	627.00	
14353	01/21/05	71,587.76	975	TRISTAR RISK MANAGEMENT NO. 2		3641	DEC TRUST ACCOUNT	71,587.76	
14354	01/21/05	768.10	990	CIDDIO-MORRIS ASSOCIATES		3642	WORKERS COMP	768.10	
14355	01/21/05	10.00	E186	FLYNN, CHRISTINA		3643	VTT FEES	10.00	
14356	01/21/05	35.85	E346	BRONDSTATTER, WALLY		3644	OFFICE SUPPLIES/PT	35.85	
14357	01/21/05	10.00	E520	MUNIZ, ARTHUR		3645	VTT FEES	10.00	
14358	01/21/05	831.82	R432	CONNELL, JR., JAMES		3646	SETTLEMENT CLAIM	831.82	
14359	01/28/05	10,808.88	001075	SOQUEL III ASSOCIATES	7	9000266	RESEARCH PARK RENT	10,808.88	
14360	01/28/05	1,500.00	001090	BLUE DOLPHIN CAFE	7	3652	JAN CUSTODIAL SVCS	1,500.00	
14361	01/28/05	1,407.05	001119	MACERICH PARTNERSHIP LP	7	9000267	CAPITOLA MALL RENT	1,407.05	
14362	01/28/05	37.98	001315	WASTE MANAGEMENT		3653	JAN-MAR BIG BASIN/HY	37.98	
14363	01/28/05	31,581.00	002116	HINSHAW, EDWARD & BARBARA	7	9000268	120 DUBOIS RENT	6,435.77	
						9000269	370 ENCINAL RENT	25,145.23	
14364	01/28/05	13,794.22	002117	IULIANO, NICK	7	9000270	111 DUBOIS RENT	10,794.22	
						9000271	115 DUBOIS RENT	3,000.00	
14365	01/28/05	3,109.00	080	STATE BOARD OF EQUALIZATION		3654	OCT-DEC USE TAX	3,109.00	
14366	01/28/05	2,446.19	110	JESSICA GROCERY STORE, INC.		3655	JAN CUSTODIAN SVCS	2,446.19	
14367	01/28/05	900.00	840	BOUCHARD, BRENT	7	9000272	VERNON ST RENT	900.00	
14368	01/28/05	206.95	E520	MUNIZ, ARTHUR		3656	MED PREM PP3	206.95	
14369	01/28/05	229.97	M003	WYANT, JUDI		9000273	MED INS PREM REIMB	229.97	
14370	01/28/05	254.52	M005	ROSS, EMERY		9000274	MED INS PREM REIMB	254.52	
14371	01/28/05	321.96	M006	VAN DER ZANDE, ED		9000275	MED INS PREM REIMB	321.96	
14372	01/28/05	750.34	M007	BLAIR-ALWARD, GREGORY		9000276	MED INS PREM REIMB	750.34	
14373	01/28/05	1,075.65	M009	FREEMAN, MARY		9000277	MED INS PREM REIMB	1,075.65	
14374	01/28/05	364.49	M010	SHORT, SLOAN		9000278	MED INS PREM REIMB	364.49	
14375	01/28/05	184.57	M016	HICKLIN, DONALD KENT		9000279	MED INS PREM REIMB	184.57	
14376	01/28/05	413.09	M022	CAPELLA, KATHLEEN		9000280	MED INS PREM REIMB	413.09	
14377	01/28/05	179.92	M024	DOBBS, GLENN		9000281	MED INS PREM REIMB	179.92	
14378	01/28/05	150.34	M056	CRUISE, RICHARD		9000282	MED INS PREM REIMB	150.34	

5-2.6

CHECK JOURNAL DETAIL BY CHECK NUMBER
ALL CHECKS FOR COAST COMMERCIAL BANK

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

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	TRANS. TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
14379	01/28/05	39.86	M057	PARHAM, WALLACE		9000283	MED INS PREM REIMB	39.86	
14380	01/28/05	39.86	M058	POTEETE, BEVERLY		9000284	MED INS PREM REIMB	39.86	
TOTAL		1,146,299.59		COAST COMMERCIAL BANK			TOTAL CHECKS	203	1,146,299.59

S-2.7

Page 1 of the Ridership Report will be included in the February 25, 2005 Board Packet.

BUS OPERATOR LIFT TEST *PULL-OUT*

VEHICLE CATEGORY	TOTAL BUSES	AVG # DEAD IN GARAGE	AVG # AVAIL. FOR SERVICE	AVG # IN SERVICE	AVG # SPARE BUSES	AVG # LIFTS OPERATING	% LIFTS WORKING ON PULL-OUT BUSES
FLYER/HIGHWAY 17 - 40'	7	0	7	0	7	0	100%
FLYER/LOW FLOOR - 40'	12	1	11	10	1	10	100%
FLYER/LOW FLOOR - 35'	18	2	16	13	3	13	100%
FLYER/HIGH FLOOR - 35'	15	0	15	11	4	11	100%
GILLIG/SAM TRANS - 40'	10	0	10	3	7	3	100%
DIESEL CONVERSION - 35'	15	3	12	11	1	11	100%
DIESEL CONVERSION - 40'	14	1	13	10	3	10	100%
ORION/HIGHWAY 17 - 40'	11	2	9	7	2	7	100%
GOSHEN	3	1	2	1	1	1	100%
TROLLEY	1	0	1	0	1	0	100%
CNG NEW FLYER - 40'	8	0	8	6	2	6	100%

S-3.2

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

PASSENGER LIFT PROBLEMS

MONTH OF JANUARY 2005

BUS #	DATE	DAY	REASON
2226CN	28-Jan	FRIDAY	Warning beeper for kneel not working
2405GO	28-Jan	FRIDAY	Rear hydrolic on lift leaking oil at the seal
8077F	5-Jan	WEDNESDAY	Lift does not always go down/Kneel bell not working
8081F	10-Jan	MONDAY	Doesn't stay kneeled
9802G	26-Jan	WEDNESDAY	Ramp moving very slowly, both up and down
9802LF	26-Jan	WEDNESDAY	Ramp moving very slowly, both up and down
9811LF	3-Jan	MONDAY	Ramp deploy/stow not working
9821LF	16-Jan	THURSDAY	Intermittent lift problem
9825LF	18-Jan	TUESDAY	Lift catches 2 inches from stow, must step on to completely stow

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

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

Service Interruption Summary Report
Lift Problems
01/01/2005 to 01/31/2005

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

5-3.4

GOVERNMENT TORT CLAIM

RECOMMENDED ACTION

TO: Board of Directors

FROM: District Counsel

RE: Claim of: [REDACTED]
Date of Incident: 12/06/04

Received: 01/27/05 Claim #: 05-0005
Occurrence Report No.: MISC 05-01

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

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

By Margaret Gallagher
Margaret Gallagher
DISTRICT COUNSEL

Date: 1-28-05

I, Cindi Thomas, do hereby attest that the above Claim was duly presented to and the recommendations were approved by the Santa Cruz Metropolitan Transit District's Board of Directors at the meeting of February 25, 2005.

By _____
Cindi Thomas
RECORDING SECRETARY

Date: _____

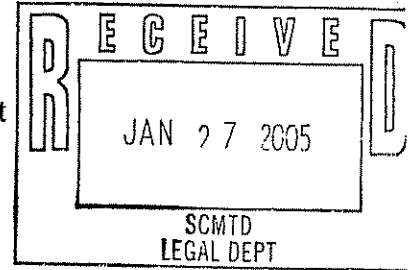
MG/lg
Attachment(s)

5-4.1

CLAIM AGAINST THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

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

Claim # 05-0005



TO: BOARD OF DIRECTORS, Santa Cruz Metropolitan Transit District

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

1. Claimant's Name: _____

Claimant's Address/Post Office Box: _____
SANTA CRUZ, CA 95062

2. Claimant's Phone Number: _____
Address to which notices are to be sent: same

3. Occurrence: _____

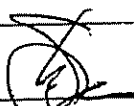
Date: 12/6/04 Time: 2:50 P Place: SOQUEL DRIVE / PARK AVENUE
Circumstances of occurrence or transaction giving rise to claim: BUS ROUTE 69W DRIVER SUDDENLY STOPPED IN #1 LANE NORTHBOUND SOQUEL DRIVE NEAR INTERSECTION WITH PARK AVENUE AND NOTIFIED ME THAT REAR END OF MY BICYCLE HAD FALLEN OUT OF RACK.

4. General description of indebtedness, obligation, injury, damage, or loss incurred so far as is known: BENT REAR WHEEL, TORN TIRE AND TUBE

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

6. Amount claimed now \$ 94.49
Estimated amount of future loss, if known \$ 0.00
TOTAL \$ 94.49

7. Basis of above computations: see attached


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

1/21/05
DATE

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

5-4.2

GOVERNMENT TORT CLAIM

RECOMMENDED ACTION

TO: Board of Directors

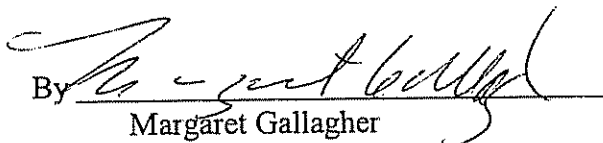
FROM: District Counsel

RE: Claim of: Espinoza, Mario
Date of Incident: 01/31/05

Received: 02/01/05 Claim #: 05-0006
Occurrence Report No.: SC 01-05-20

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
DISTRICT COUNSEL

Date: 2-2-05

I, Cindi Thomas, do hereby attest that the above Claim was duly presented to and the recommendations were approved by the Santa Cruz Metropolitan Transit District's Board of Directors at the meeting of February 25, 2005.

By _____
Cindi Thomas
RECORDING SECRETARY

Date: _____

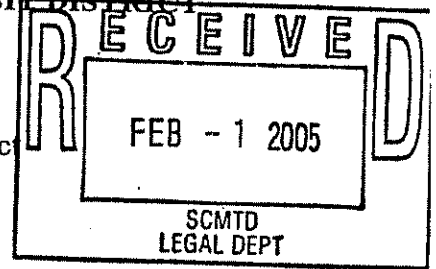
MG/lg
Attachment(s)

5-4.3

CLAIM AGAINST THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

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

Claim # 05-0006



TO: BOARD OF DIRECTORS, Santa Cruz Metropolitan Transit District
ATTN: Secretary to the Board of Directors
370 Encinal Street, Suite 100
Santa Cruz, CA 95060

1. Claimant's Name: MARIO R. ESPINOZA

Claimant's Address/Post Office Box: 289 DUTCHMAN RD
WATSONVILLE, CA 95076

Claimant's Phone Number: 722-3780

2. Address to which notices are to be sent: 289 DUTCHMAN RD
WATSONVILLE, CA 95076

3. Occurrence: BUS backed into my motorcycle in BUS YARD

Date: 1-31-05 Time: 6:00 AM Place: SANTA CRUZ OPERATIONS
Circumstances of occurrence or transaction giving rise to claim: BUS DRIVER DID NOT TAKE PROPER ACTIONS BY HAVING SOMEONE HELP HIM BACK UP HIS BUS.

4. General description of indebtedness, obligation, injury, damage, or loss incurred so far as is known: FRONT FENDER ON MOTORCYCLE IS BENT, RIGHT SIDE OF MOTORCYCLE IS SCRATCHED ON A FEW PLACES NEAR GAS TANK, NEW MOTORCYCLE COVER HAS A HOLE. - NEED TO TAKE INTO SHOP TO HAVE FURTHER DAMAGE (INTERNAL) INSPECTED.

5. Name or names of public employees or employees causing injury, damage, or loss, if known: ROSALDO RAMOS - BUS OPERATOR

6. Amount claimed now \$ 5,000.00 *
Estimated amount of future loss, if known \$
TOTAL \$ 5,000.00 *

7. Basis of above computations: * THIS IS AN UNKNOWN ESTIMATE AT THIS TIME. I WILL TAKE MY MOTORCYCLE IN TODAY (2-1-05) TO HAVE ACTUAL ESTIMATE CALCULATED. IT MAY BE MORE BASED ON THEIR ESTIMATE.

Mario Espinoza
CLAIMANT'S SIGNATURE (or Company Representative or Parent of Minor Claimant)

2-1-05
DATE

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

5-4.4

GOVERNMENT TORT CLAIM

RECOMMENDED ACTION

TO: Board of Directors

FROM: District Counsel

RE: Claim of: Kerr, Dean
Date of Incident: 1/10/05

Received: 1/31/05 Claim #: 05-0007
Occurrence Report No.: PC 01-05-01

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

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

By Margaret Gallagher
Margaret Gallagher
DISTRICT COUNSEL

Date: 2/02/05

I, Cindi Thomas, do hereby attest that the above Claim was duly presented to and the recommendations were approved by the Santa Cruz Metropolitan Transit District's Board of Directors at the meeting of February 25, 2005.

By _____
Cindi Thomas
RECORDING SECRETARY

Date: _____

MG/lg
Attachment(s)

5-4.5

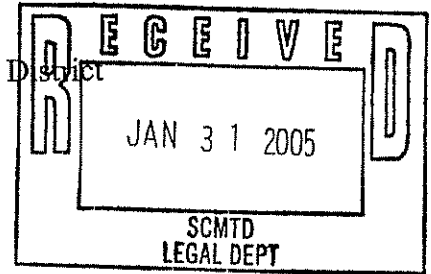
CLAIM AGAINST THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

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

Claim # PL0105-01
05-0007

TO: BOARD OF DIRECTORS, Santa Cruz Metropolitan Transit District

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



1. Claimant's Name: Dean Morse Kerr
- Claimant's Address/Post Office Box: 1860 Via Pacifica #1213
Aptos, Ca. 95003
- Claimant's Phone Number: 831 685-3943
2. Address to which notices are to be sent: Same as above
3. Occurrence: 1-10-05 Miguel Escarcega driving Metro Paravan
backed into Left fron side of my 2002 Hyundi Accent
Date: 1-10-05 Time: 1545 Place: 1860 Via Pacifica Driveway
Circumstances of occurrence or transaction giving rise to claim: My car was parked
in the handicap space facing the office & community building of
Via Pacific Gardens. Miguel Escarcega driving a Santa Cruz Metro
Para Trans van backing up, backed into the left front fender of
my 2002 Hyundi causing extensive damage to front bumper, fender etc.
4. General description of indebtedness, obligation, injury, damage, or loss incurred so far as
is known: See attached estimate by 2 different Body Shops
5. Name or names of public employees or employees causing injury, damage, or loss, if
known: Miguel Escarcega
6. Amount claimed now \$ 1182.19
Estimated amount of future loss, if known plus \$ _____
TOTAL car rent \$ _____
7. Basis of above computations: Body Shop Estimates

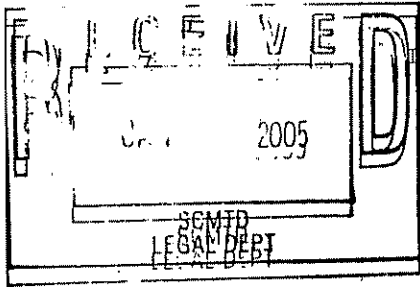
Dean Morse Kerr 1-27-05
Dean M. Kerr DATE
CLAIMANT'S SIGNATURE (or Company
Representative or Parent of Minor Claimant)

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

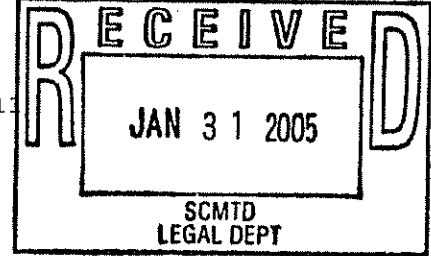
5-4.6

01/11/2005 at 10:53 AM
13013

Job Number:



WATSONVILLE AUTO BODY
License #:AM225472 Federal ID #:33102951
107 Airport Blvd
Freedom, CA 95019
(831)724-1500 Fax: (831)722-7452



PRELIMINARY ESTIMATE

Written By: P. RUBEN
Adjuster:

PLD/05-01

Insured: DEAN KERR
Owner: DEAN KERR
Address: 1860 VIA PACIFICA 1213
APTOS, CA 95003
Day: (831)685-3943

Claim #
Policy #
Deductible:
Date of Loss:
Type of Loss:
Point of Impact:

Inspect
Location:

Insurance OTHER
Company:

Days to Repair

2002 HYUN ACCENT GL 4-1.6L-FI 4D SED WHITE Int:

VIN: KMHCG45C32U322772 Lic: P0058 CA Prod Date: 11/2001 Odometer:
Air Conditioning Rear Defogger Intermittent Wipers
Body Side Moldings Dual Mirrors Clear Coat Paint
Power Steering Power Brakes Driver Air Bag
Passenger Air Bag Cloth Seats Bucket Seats
Recline/Lounge Seats Automatic Transmission

NO.	OP.	DESCRIPTION	QTY	EXT.	PRICE	LABOR	PAINT
1		FRONT BUMPER					
2	R&I	R&I bumper cover				1.7	
3*	Rpr	Bumper cover w/o fog lamps				0.5	2.8
4		Add for Clear Coat					1.1
5		FRONT LAMPS					
6	Repl	LT Headlamp assy	1	212.65		0.4	
7		Aim headlamps				0.4	
8		FENDER					
9*	Rpr	LT Fender w/o wide mldg				2.5	1.8
10		Add for Clear Coat					0.7
11#		COVER CAR	1	5.00 T		0.2	
12#	Rpr	COLOR TINT				0.5	
13#		HAZARDOUS WASTE DISPOSAL	1	4.50 X			
Subtotals ==>					222.15	6.2	6.4

5-4.7

PRELIMINARY ESTIMATE

2002 HYUN ACCENT GL 4-1.6L-FI 4D SED WHITE Int:

Parts		212.65
Body Labor	6.2 hrs @ \$ 60.00/hr	372.00
Paint Labor	6.4 hrs @ \$ 60.00/hr	384.00
Paint Supplies	6.4 hrs @ \$ 27.00/hr	172.80
Sublet/Misc.		9.50

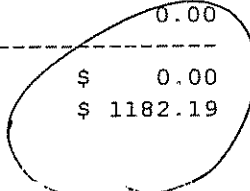
SUBTOTAL	\$ 1150.95
Sales Tax	\$ 390.45 @ 8.0000% 31.24

GRAND TOTAL : \$ 1182.19

ADJUSTMENTS:

Deductible	0.00

CUSTOMER PAY	\$ 0.00
INSURANCE PAY	\$ 1182.19



THIS ESTIMATE WAS MADE AT THE OWNERS REQUEST

FOR YOUR PROTECTION CALIFORNIA LAW REQUIRES THE FOLLOWING TO APPEAR ON THIS FORM:

ANY PERSON WHO KNOWINGLY PRESENTS FALSE OR FRAUDULENT CLAIM FOR THE PAYMENT OF A LOSS IS GUILTY OF A CRIME AND MAY BE SUBJECT TO FINES AND CONFINEMENT IN STATE PRISON.

THE FOLLOWING IS A LIST OF ABBREVIATIONS OR SYMBOLS THAT MAY BE USED TO DESCRIBE WORK TO BE DONE OR PARTS TO BE REPAIRED OR REPLACED: MOTOR ABBREVIATIONS/SYMBOLS: D=DISCONTINUED PART A=APPROXIMATE PRICE LABOR TYPES: B=BODY LABOR D=DIAGNOSTIC E=ELECTRICAL F=FRAME G=GLASS M=MECHANICAL P=PAINT LABOR S=STRUCTURAL T=TAXED MISCELLANEOUS X=NON TAXED MISCELLANEOUS PATHWAYS: ADJ=ADJACENT ALGN=ALIGN A/M=AFTERMARKET BLND=BLEND CAPA=CERTIFIED AUTOMOTIVE PARTS ASSOCIATION D&R=DISCONNECT AND RECONNECT EST=ESTIMATE EXT. PRICE=UNIT PRICE MULTIPLIED BY THE QUANTITY INCL=INCLUDED MISC=MISCELLANEOUS NAGS=NATIONAL AUTO GLASS SPECIFICATIONS NON-ADJ=NON ADJACENT O/H=OVERHAUL OP=OPERATION NO=LINE NUMBER QTY=QUANTITY QUAL RECY=QUALITY RECYCLED PART QUAL RECY=QUALITY REPLACEMENT PART COMP REPL PARTS=COMPETITIVE REPLACEMENT PARTS RECOND=RECONDITION REFN=REFINISH REPL=REPLACE R&I=REMOVE AND INSTALL R&R=REMOVE AND REPLACE RPR=REPAIR RT=RIGHT SECT=SECTION SUBL=SUBLET LT=LEFT W/O=WITHOUT W/_=WITH/_ SYMBOLS: #=MANUAL LINE ENTRY *=OTHER [IE..MOTORS DATABASE INFORMATION WAS CHANGED] **=DATABASE LINE WITH AFTERMARKET N=NOTES ATTACHED TO LINE. MQVP=MANUFACTURER'S QUALIFICATION AND VALIDATION PROGRAM.

THIS ESTIMATE DOES NOT INCLUDE CAR RENTAL EXPENSES FOR APPROXIMATELY 4 TO 5 DAYS.

5-4.8

Date: 1/12/2005 12:41 PM
 Estimate ID: 5922
 Estimate Version: 0
 Preliminary
 Profile ID: FREEDOM BODY SHOP

Freedom Body Shop

1701 FREEDOM BOULEVARD FREEDOM, CA 95019
 (831) 724-8053
 Fax: (831) 724-4504
 Tax ID: 77-0353315

Damage Assessed By: TONY CHAVEZ

Condition Code: Fair
 Deductible: UNKNOWN

Insured: DEAN KERR
 Address: 1860 VIA PACIFICA APT.#1213 APTOS, CA 95003
 Telephone: Home Phone: (831) 685-3943

Mitchell Service: 914723

Description: 2002 Hyundai Accent GL
 Body Style: 4D Sed
 VIN: KMHCG45C32U322772
 OEM/ALT: O
 Color: WHITE
 Options: ALUM/ALLOY WHEELS, AIR CONDITIONING, POWER STEERING, POWER WINDOWS
 POWER DOOR LOCKS, TILT STEERING WHEEL, CRUISE CONTROL, ELECTRIC DEFOGGER
 AUTOMATIC TRANSMISSION, AM-FM STEREO/CDPLAYER(SINGLE)

Drive Train: 1.6L Inj 4 Cyl 4A FWD
 License: P0058 CA
 Search Code: C320075

Line Item	Entry Number	Labor Type	Operation	Line Item Description	Part Type/ Part Number	Dollar Amount	Labor Units
1	400035	BDY	OVERHAUL	FRT COVER ASSY			2.5 #
2	400038	BDY	REPAIR	FRT BUMPER COVER	Existing		2.0* #
3	AUTO	REF	REFINISH	FRT BUMPER COVER			C 2.1
4	400072	BDY	CHECK/ADJUST	HEADLAMPS			0.4
5	400076	BDY	REMOVE/REPLACE	L FRT COMBINATION LAMP ASSEMBLY	92101-25050	212.65	INC
6	400221	BDY	REPAIR	L FENDER PANEL	Existing		1.5* #
7	AUTO	REF	REFINISH	L FENDER OUTSIDE			C 2.0
8	402338	BDY	REMOVE/INSTALL	L LWR FENDER SIDE MLDG			0.2
9	936014		ADD'L COST	FLEX ADDITIVE		7.00*	
10	AUTO	REF	ADD'L OPR	CLEAR COAT			1.2
11	933003	REF	ADD'L OPR	TINT COLOR			0.5*
12	933018	REF	ADD'L OPR	MASK FOR OVERSPRAY		5.00*	0.1*
13	AUTO		ADD'L COST	PAINT/MATERIALS		139.20*	
14	AUTO		ADD'L COST	HAZARDOUS WASTE DISPOSAL		5.00*	

* - Judgement Item
 # - Labor Note Applies
 C - Included in Clear Coat Calc

ESTIMATE RECALL NUMBER: 1/12/2005 12:41:20 5922

Mitchell Data Version: DEC_04_A
 UltraMate Version: 5.0.027

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5-4.9

III. Additional Costs	Amount	IV. Adjustments	Amount
Taxable Costs	91.20	Customer Responsibility	0.00
Sales Tax @ 8.000%	7.30		
Non-Taxable Costs	5.00		
Total Additional Costs	103.50		
		I. Total Labor:	472.40
		II. Total Replacement Parts:	209.26
		III. Total Additional Costs:	103.50
		Gross Total:	785.16
		IV. Total Adjustments:	0.00
		Net Total:	785.16

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

Point(s) of Impact
 12 Front Center (P)

Insurance Co: UNKNOWN

NOTE: ALL WORK FULLY GUARANTEED.

THIS IS AN ESTIMATE BASED ONLY ON VISUAL INSPECTION.

POSSIBLE HIDDEN DAMAGE MAY BE EVIDENT AFTER DISMANTLING.

AUTHORIZATION FOR REPAIR _____ DATE _____

DOES NOT INCLUDE CAR RENTAL WHILE CAR IS BEING REPAIRED IN BODY SHOP.

5-4.10

GOVERNMENT TORT CLAIM

RECOMMENDED ACTION

TO: Board of Directors

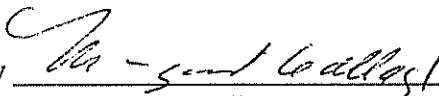
FROM: District Counsel

RE: Claim of: Geico Insurance
Date of Incident: 10/19/04

Received: 1/27/05 Claim #: 05-0008
Occurrence Report No.: SC 10-04-10

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
DISTRICT COUNSEL

Date: 2/03/05

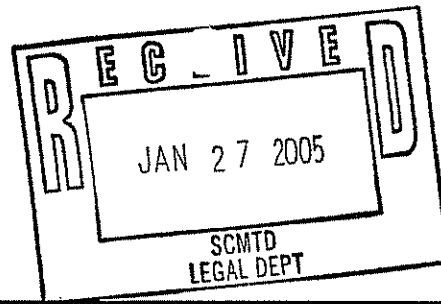
I, Cindi Thomas, do hereby attest that the above Claim was duly presented to and the recommendations were approved by the Santa Cruz Metropolitan Transit District's Board of Directors at the meeting of February 25, 2005.

By _____
Cindi Thomas
RECORDING SECRETARY

Date: _____

MG/ig
Attachment(s)

5-4.11



05-0008

One GEICO West, P.O. Box 509090, San Diego, CA 92150-9090

PAYMENT RECOVERY NOTICE

01/21/2005

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

Our File #: 017571223-0101-031
Our Insured: **Diane L. Cummins**
Date of Loss: 10/19/04

Your Driver: **Sal**
Your File #: **SC10-0410**
Your Vehicle: **City Bus** Tag #

WHEN RESPONDING PLEASE REFER TO OUR CLAIM NUMBER.

Our investigation shows your insured to be at fault in this accident.

- 1. Repair or replacement of our vehicle has been concluded. Our Subrogation claim will be forwarded. Please protect our interest.
- 2. Payment for repairs has been made. Documentation is attached. Please honor our claim.
CO's Interest: \$493.55 Insured's Deductible: \$250.00
Rental: \$0.00 Total: \$743.55
- 3. Our vehicle was declared a total loss. Documentation is attached. Please honor our claim.
Amount paid to insured: Insured's Deductible:
Net Salvage recovery: () Rental:
Total:
- 4. We have subrogation rights for no fault benefits paid. Our Documentation is attached. Please honor our claim.
Medical: Wages: Other: Total:
- 5. Since notifying you on of our subrogation claim, we have paid additional damages of . Please include this in your payment to us. Documentation is attached. Our total claim is now .
- 6. Documentation of our claim was sent to you on . When may we expect payment.
- 7. Arbitration was filed and a decision was rendered in our favor on for the amount of . When may we expect payment?
- 8. Please make check payable to: **GEICO**

Government Employees Insurance Company
GEICO General Insurance Company
GEICO Indemnity Insurance Company
GEICO Casualty Insurance Company

Thanks for your prompt attention

S-4.12

Nanette Lopez
1-800-654-5896 ext. 5706.

CLAIM AGAINST THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

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

Claim # SC10-0410

GEICO Claim #: 017571223-0101-031

TO: BOARD OF DIRECTORS, Santa Cruz Metropolitan Transit District

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

1. Claimant's Name: GEICO Direct as subrogee for Dianne L. Cummins

Claimant's Address/Post Office Box: P.O. Box 509090
San Diego, CA 92150-9090

Claimant's Phone Number: 800-654-5896 ext. 5706

2. Address to which notices are to be sent: P.O. Box 509090
San Diego, CA 92150-9090

3. Occurrence: Our insured's vehicle was parked and unoccupied and was struck by Santa Cruz Metropolitan Transit.

Date: 10/19/04 Time: 3:45 pm Place: Parking lot of Santa Cruz Metro. Transit District

Circumstances of occurrence or transaction giving rise to claim: Our insured's vehicle was parked and unoccupied and was struck by a Santa Cruz Metro. Transit while backing up. (Santa Cruz, CA)

4. General description of indebtedness, obligation, injury, damage, or loss incurred so far as is known: GEICO paid for insured's damages less the applicable deductible.

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

6. Amount claimed now \$ 493.55

Estimated amount of future loss, if known \$

TOTAL \$ 493.55

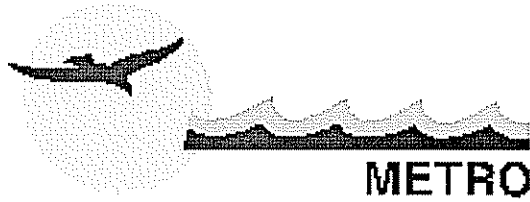
7. Basis of above computations: cal pay out @ \$493.55 + \$250.00 deductible equals \$743.55

[Signature]
CLAIMANT'S SIGNATURE (or Company Representative or Parent of Minor Claimant)

1/28/05
DATE

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

5-4.13



Agenda

Metro Advisory Committee

6:00 pm
February 16, 2005
920 Pacific Avenue
Santa Cruz, California

- I. Roll Call
- II. Agenda Additions/ Deletions
- III. Oral/Written Communication
- IV. Consideration of Minutes of January 19, 2005 MAC Meeting
- V. Election of Officers
- VI. Consideration of Recommendation to Allow Fold-Up Bikes
To be Transported Inside of Buses
- VII. Discussion of MAC Meeting Times
- VIII. Discussion of METRO's Smoking Policy
- IX. Discussion of Feasibility of Reduced Fares for METRO Service
- X. Discussion of UCSC and Cabrillo College Student Orientation to METRO
- XI. Communications to METRO General Manager
- XII. Communications to METRO Board of Directors
- XIII. Items for Next Meeting Agenda

5-5.1

XIV. Adjournment

Next Meeting: Wednesday March 16, 2005 @ 6:00 pm
Santa Cruz Metro Center Conference Room
Santa Cruz Metro Center

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- METRO Advisory Committee (MAC)

December 15, 2004

A Regular Meeting of the METRO Advisory Committee (MAC) met on Wednesday, December 15, 2004 at the METRO Center Conference Room, 920 Pacific Avenue, Santa Cruz, CA.

Due to the fact that Chair Kanoa Dynek was absent, Vice-Chair Paul Marcelin-Sampson called the meeting to order at 6:04 p.m.

1. ROLL CALL:

MEMBERS PRESENT

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

MEMBERS ABSENT

Kanoa Dynek, Chair
Matthew Melzer
James Sheldon

VISITORS PRESENT

None

2. STAFF PRESENT

Bryant Baehr, Operations Manager
Mark Dorfman, Assistant General Manager

3. AGENDA ADDITIONS/DELETIONS

Item 11 is deferred to a later date.

4. ORAL/WRITTEN COMMUNICATIONS

Oral: Mark Dorfman advised MAC that Director Spence's nominee to MAC, Dennis Papadoulpo, is being considered as a MAC appointee at the Board of Directors meeting on December 17, 2004. Mr. Papadoulpo is expected to attend his first MAC meeting in January. Mr. Dorfman said MAC membership applications are available on-line, and when an application is received, a letter is sent out to notify applicants that they will be considered for future openings.

Oral: Jeff Le Blanc announced that MASTF's 16th anniversary meeting is December 16, 2004. Refreshments will be served, and certificates of appreciation will be presented. Bryant Baehr and Sam Storey will each receive a certificate to acknowledge their work toward the smooth transition of the paratransit service. MASTF Chair Sharon Barbour will receive an award for her efforts on behalf of MASTF. He advised that even though November 2005 is MASTF's next scheduled meeting, they may convene prior to that time, as necessary.

5-5.3

STUART ROSENSTEIN ARRIVED AT THIS TIME

Lesley Wright stated that she encountered a problem while boarding the Route 66 bus from Capitola Mall to Metro Center. She stated that the straps on the bus she was boarding were not long enough to accommodate her needs.

5. CONSIDERATION OF MINUTES OF NOVEMBER 17, 2004 MAC MEETING

Administrative Secretary Debi Prince announced that the spelling of Lesley Wright's first name was corrected in the November 17, 2004 Minutes.

ACTION: MOTION: NORM HAGEN SECOND: ROBERT YOUNT

ACCEPT AND FILE MINUTES OF NOVEMBER 17, 2004 MAC MEETING WITH THE CORRECTION TO LESLEY WRIGHT'S NAME.¹

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

6. PARATRANSIT TASK FORCE UPDATE

Stuart Rosenstein reported on the recent Paratransit Task Force meeting. He relayed that much of the meeting was devoted to discussion of policy as it relates to emergency changes in service. Discussion ensued as to routes, service areas, billing methods, re-certification of ParaCruz clients, and other paratransit and ADA issues. Whether MAC should wait to make recommendations to the Board of Directors until after they've reviewed the final recommendations of the Task Force was a topic of discussion as well.

7. CONSIDERATION OF METRO'S NO SMOKING POLICY

Robert Yount read aloud some of his suggestions as to enforcement of no smoking at METRO bus stops. Bryant Baehr stated that the Board of Directors would review a proposed no smoking policy in January. He went on to explain the difference between bus stops that are situated on District-owned property as opposed to bus stops that are situated on non District-owned property. He advised that the District does not own very many of the properties where the bus stops are located. He explained that METRO has more clout when dealing with people who are observed to be smoking while on District-owned property. He said that enforcement of a no smoking policy will more than likely be hampered by staffing constraints. He explained that there is currently only one on-duty road supervisor to handle METRO's needs for the entire county.

8. DISCUSSION OF BIKES AND SURFBOARDS ON BUSES

Dan Alper said he received a letter from a bicyclist regarding fold-up bikes on buses that he would like to have distributed with next month's Agenda packet. Discussion ensued regarding the definition of cargo. Dan Alper said his interests are mainly directed towards the needs of cyclists. Stuart Rosenstein said that he would like to address the needs of all bus passengers, to include bicyclists and surfers. Mark Dorfman explained supply and demand issues relative to bus usage, service cutbacks, and bicyclists. He said that METRO carries a large number of bikes on a per capita basis. Jeff Le Blanc suggested that METRO plan future bus purchases to

¹ This correction was made at Page 1 of the November Minutes

5-5.4

accommodate the needs of a variety of passengers, to include bicyclists. Mark Dorfman stated that METRO is open to suggestion from MAC as to future bus purchases to allow for passenger needs as well as suggestions as to the configuration of passenger space. As an example, he stated that perimeter seating for the University routes would allow METRO to provide bus service to more passengers. Lesley Wright related her observations as a bus passenger and the fact that the bike racks are not designed to accommodate custom-made bikes. Mark Dorfman explained the Vehicle Code restrictions pertaining to bicycle racks. He also explained lifeline routes and the fact that bikes are allowed inside passenger areas on those routes. Passenger tracking via electronic fareboxes was discussed. Stuart Rosenstein stated that he would like to see the implementation of lifeline service on evening runs of Route 71.

9. Discussion of Attendance at MAC Meetings

Discussion ensued regarding the MAC attendance staff report. Paul Marcelin-Sampson asked that it be noted that the September meeting was re-scheduled due to a religious holiday. Stuart Rosenstein stated his views as to the importance of MAC members making an effort to attend meetings.

10. Discussion of Buses Used on Route 20

Bryant Baehr stated that the reason 35' buses are in use on Route 20 is that they must be able to safely negotiate a turn from Murray Street onto Seabright.

11. Discussion of UCSC and Cabrillo College Student Orientation to METRO

This item will be discussed at January's MAC meeting. Mark Dorfman advised that Larry Pageler of TAPS has been invited to attend the January MAC meeting.

12. Consideration of the 2005 MAC Meeting Schedule

MAC members reviewed the 2005 MAC Meeting Schedule.

ACTION: MOTION: NORM HAGEN SECOND: ROBERT YOUNT

APPROVE THE 2005 MAC MEETING SCHEDULE

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

13. COMMUNICATIONS TO METRO GENERAL MANAGER

None.

14. COMMUNICATIONS TO THE METRO BOARD OF DIRECTORS

None.

15. ITEMS FOR NEXT MEETING AGENDA

- UCSC and Cabrillo College Student Orientation to METRO
- Fold Up Bikes on Buses
- Recruitment to MAC

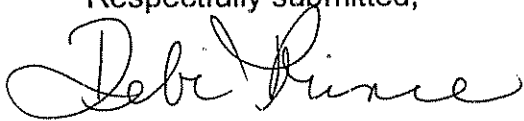
5-5.5

- MAC Meeting Times
- Feasibility of Reduced Fares for METRO Service
- MAC Member Outreach to METRO Board of Directors

ADJOURN

Stuart Rosenstein thanked METRO staff for their attendance at the MAC meeting. There being no further business, Vice-Chair Marcelin-Sampson thanked everyone for their participation and he adjourned the meeting at 7:59 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Debi Prince". The signature is written in a cursive, flowing style.

Debi Prince
Administrative Secretary

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: February 25, 2005
TO: Board of Directors
FROM: Elisabeth Ross, Finance Manager
SUBJECT: MONTHLY BUDGET STATUS REPORT FOR DECEMBER 2004, AND APPROVAL OF BUDGET TRANSFERS

I. RECOMMENDED ACTION

Staff recommends that the Board of Directors approve the budget transfers for the period January 1 – 31, 2005.

II. SUMMARY OF ISSUES

- Operating revenue for the year to date totals \$17,850,995 or \$36,181 over the amount of revenue expected to be received during the first six months of the fiscal year, based on the budget revised in December.
- Total operating expenses for the year to date, in the amount of \$15,267,487, are at 46.0% of the revised budget.
- A total of \$4,260,535 has been expended through December 31st for the FY 04-05 Capital Improvement Program.

III. DISCUSSION

An analysis of the District's budget status is prepared monthly in order to apprise the Board of Directors of the District's actual revenues and expenses in relation to the adopted operating and capital budgets for the fiscal year. The attached monthly revenue and expense report represents the status of the District's FY 04-05 budget as of December 31, 2004. The fiscal year is 50% elapsed.

A. Operating Revenues

Revenues are \$36,181 over the amount projected to be received for the period. Passenger revenue is \$74,769 below budget projections due to lower farebox revenue than anticipated. Sales tax revenue is \$17,287 below the budgeted amount since the July-September sales were lower than projected. Variances are explained in the notes following the report.

B. Operating Expenses

Operating expenses for the year to date total \$15,267,487 or 46.0% of the revised budget, with 50% of the year elapsed. Variances are explained in the notes following the report.

5-7.1

C. Capital Improvement Program

For the year to date, a total of \$4,260,535 has been expended on the Capital Improvement Program. The largest expenditure was for MetroBase in the amount of \$3,585,772.

IV. FINANCIAL CONSIDERATIONS

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

V. ATTACHMENTS

Attachment A: Revenue and Expense Report for December 2004, and Budget Transfers

MONTHLY REVENUE AND EXPENSE REPORT
OPERATING REVENUE - DECEMBER 2004

Operating Revenue	FY 04-05 Budgeted for Month	FY 04-05 Actual for Month	FY 04-05 Budgeted YTD	FY 03-04 Actual YTD	FY 04-05 Actual YTD	YTD Variance from Budgeted	
Passenger Fares	\$ 287,824	\$ 273,907	\$ 1,974,187	\$ 1,919,856	\$ 1,779,516	\$ (194,671)	
Paratransit Fares	\$ 26,997	\$ 19,112	\$ 166,680	\$ 125,130	\$ 124,397	\$ (42,283)	
Special Transit Fares	\$ 117,885	\$ 103,956	\$ 846,180	\$ 818,037	\$ 954,427	\$ 108,247	
Highway 17 Revenue	\$ 78,431	\$ 85,896	\$ 472,997	\$ 331,809	\$ 526,908	\$ 53,911	
<i>Subtotal Passenger Rev</i>	\$ 511,137	\$ 482,871	\$ 3,460,044	\$ 3,194,832	\$ 3,385,248	\$ (74,796)	See Note 1
Advertising Income	\$ -	\$ 7,865	\$ -	\$ 17,509	\$ 37,210	\$ 37,210	See Note 2
Commissions	\$ 617	\$ 461	\$ 3,700	\$ 3,764	\$ 3,574	\$ (126)	
Rent Income	\$ 13,545	\$ 13,530	\$ 80,822	\$ 73,928	\$ 130,925	\$ 50,103	See Note 3
Interest - General Fund	\$ 25,479	\$ 35,931	\$ 147,029	\$ 144,207	\$ 187,325	\$ 40,296	See Note 4
Non-Transportation Rev	\$ 500	\$ 2,463	\$ 3,000	\$ 2,660	\$ 3,781	\$ 781	
Sales Tax Income	\$ 1,532,180	\$ 1,355,110	\$ 7,963,767	\$ 7,843,725	\$ 7,946,480	\$ (17,287)	See Note 5
TDA Funds	\$ 1,324,980	\$ 1,324,980	\$ 2,763,293	\$ 2,696,445	\$ 2,763,293	\$ -	
FTA Op Asst - Sec 5307	\$ -	\$ -	\$ 2,950,231	\$ 2,804,435	\$ 2,950,231	\$ -	
FTA Op Asst - Sec 5311	\$ -	\$ -	\$ 92,928	\$ 65,704	\$ 92,928	\$ -	
FTA Op Asst Advance	\$ -	\$ -	\$ 350,000	\$ -	\$ 350,000	\$ -	
FY 03-04 Carryover	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Transfer from Reserves	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Transfer from Insurance Reserves	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Transfer - Proj Mgr	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Operating Revenue	\$ 3,408,437	\$ 3,223,211	\$ 17,814,814	\$ 16,847,209	\$ 17,850,995	\$ 36,181	

**MONTHLY REVENUE AND EXPENSE REPORT
OPERATING EXPENSE SUMMARY - DECEMBER 2004**

	FY 04-05 Final Budget	FY 04-05 Revised Budget	FY 03-04 Expended YTD	FY 04-05 Expended YTD	Percent Expended of Budget	
PERSONNEL ACCOUNTS						
Administration	\$ 917,905	\$ 899,262	\$ 374,663	\$ 477,803	53.1%	See Note 6
Finance	\$ 552,664	\$ 558,989	\$ 244,037	\$ 258,341	46.2%	
Customer Service	\$ 490,027	\$ 490,238	\$ 223,324	\$ 217,878	44.4%	
Human Resources	\$ 353,462	\$ 351,577	\$ 181,408	\$ 118,627	33.7%	See Note 7
Information Technology	\$ 438,670	\$ 408,613	\$ 210,111	\$ 183,149	44.8%	
District Counsel	\$ 376,655	\$ 376,795	\$ 150,882	\$ 159,776	42.4%	
Facilities Maintenance	\$ 1,050,695	\$ 1,051,186	\$ 491,736	\$ 489,002	46.5%	
Paratransit Program	\$ 236,906	\$ 1,742,083	\$ 100,756	\$ 463,236	26.6%	See Note 8
Operations	\$ 1,921,272	\$ 1,907,907	\$ 907,251	\$ 932,255	48.9%	
Bus Operators	\$ 12,661,130	\$ 12,666,742	\$ 5,775,120	\$ 6,013,641	47.5%	
Fleet Maintenance	\$ 4,046,043	\$ 3,993,125	\$ 1,738,751	\$ 1,791,763	44.9%	
Retired Employees/COBRA	\$ 955,033	\$ 1,020,679	\$ 371,180	\$ 394,305	38.6%	
Total Personnel	\$ 24,000,462	\$ 25,467,196	\$ 10,769,218	\$ 11,499,776	45.2%	
NON-PERSONNEL ACCOUNTS						
Administration	\$ 568,070	\$ 568,070	\$ 255,953	\$ 272,221	47.9%	
Finance	\$ 899,457	\$ 899,919	\$ 436,767	\$ 437,166	48.6%	
Customer Service	\$ 92,060	\$ 96,060	\$ 49,021	\$ 62,171	64.7%	See Note 9
Human Resources	\$ 31,603	\$ 35,273	\$ 13,288	\$ 17,752	50.3%	See Note 10
Information Technology	\$ 92,235	\$ 134,337	\$ 28,906	\$ 71,290	53.1%	See Note 11
District Counsel	\$ 11,340	\$ 11,340	\$ 6,874	\$ 4,326	38.1%	
Risk Management	\$ 254,870	\$ 254,870	\$ 46,860	\$ 25,994	10.2%	
Facilities Maintenance	\$ 449,100	\$ 465,161	\$ 186,152	\$ 159,815	34.4%	
Paratransit Program	\$ 2,743,186	\$ 1,629,785	\$ 1,103,574	\$ 1,048,551	64.3%	See Note 12
Operations	\$ 578,730	\$ 578,774	\$ 165,243	\$ 212,270	36.7%	
Bus Operators	\$ 7,000	\$ 7,000	\$ 2,654	\$ 67	1.0%	
Fleet Maintenance	\$ 2,868,265	\$ 2,871,665	\$ 1,088,096	\$ 1,456,058	50.7%	See Note 13
Op Prog/SCCIC	\$ 300	\$ 300	\$ 10	\$ 30	10.0%	
Prepaid Expense	\$ -	\$ -	\$ -	\$ -	0.0%	
Total Non-Personnel	\$ 8,596,216	\$ 7,552,554	\$ 3,383,397	\$ 3,767,711	49.9%	
Subtotal Operating Expense	\$ 32,596,678	\$ 33,019,750	\$ 14,152,615	\$ 15,267,487	46.2%	
One-Time Paratransit Expenses	\$ 350,000	\$ 145,428	\$ -	\$ -	0.0%	
Contingency Fund	\$ 300,000	\$ -	\$ -	\$ -	0.0%	
Total Operating Expense	\$ 33,246,678	\$ 33,165,178	\$ 14,152,615	\$ 15,267,487	46.0%	
YTD Operating Revenue Over YTD Expense				\$ 2,583,508		

**CONSOLIDATED OPERATING EXPENSE
DECEMBER 2004**

	FY 04-05 Final Budget	FY 04-05 Revised Budget	FY 03-04 Expended YTD	FY 04-05 Expended YTD	% Exp YTD of Budget	
LABOR						
Operators Wages	\$ 6,753,430	\$ 7,400,402	\$ 2,873,341	\$ 3,257,055	44.0%	
Operators Overtime	\$ 1,020,350	\$ 1,060,350	\$ 587,343	\$ 507,553	47.9%	
Other Salaries & Wages	\$ 6,173,059	\$ 6,127,448	\$ 2,642,606	\$ 2,817,419	46.0%	
Other Overtime	\$ 165,700	\$ 166,616	\$ 137,002	\$ 75,963	45.6%	
	\$ 14,112,539	\$ 14,754,816	\$ 6,240,292	\$ 6,657,991	45.1%	
FRINGE BENEFITS						
Medicare/Soc Sec	\$ 161,240	\$ 176,478	\$ 70,138	\$ 75,918	43.0%	
PERS Retirement	\$ 1,510,704	\$ 1,600,993	\$ 504,756	\$ 704,423	44.0%	
Medical Insurance	\$ 2,908,041	\$ 3,288,358	\$ 1,206,915	\$ 1,441,029	43.8%	
Dental Plan	\$ 460,743	\$ 520,945	\$ 221,990	\$ 206,353	39.6%	
Vision Insurance	\$ 125,100	\$ 140,610	\$ 57,383	\$ 63,958	45.5%	
Life Insurance	\$ 61,065	\$ 68,330	\$ 17,324	\$ 8,962	13.1%	
State Disability Ins	\$ 217,937	\$ 260,616	\$ 62,485	\$ 91,101	35.0%	
Long Term Disability Ins	\$ 237,221	\$ 250,467	\$ 101,485	\$ 118,506	47.3%	
Unemployment Insurance	\$ 71,243	\$ 91,750	\$ 16,711	\$ 27,762	30.3%	
Workers Comp	\$ 1,473,634	\$ 1,489,828	\$ 966,501	\$ 704,329	47.3%	
Absence w/ Pay	\$ 2,628,861	\$ 2,780,518	\$ 1,292,159	\$ 1,386,387	49.9%	
Other Fringe Benefits	\$ 32,135	\$ 35,281	\$ 11,080	\$ 13,056	37.0%	
	\$ 9,887,923	\$ 10,704,174	\$ 4,528,926	\$ 4,841,785	45.2%	
SERVICES						
Acctng/Admin/Bank Fees	\$ 311,700	\$ 311,700	\$ 128,577	\$ 145,703	46.7%	
Prof/Legis/Legal Services	\$ 389,680	\$ 354,348	\$ 149,772	\$ 130,047	36.7%	
Temporary Help	\$ -	\$ 37,800	\$ -	\$ 21,207	56.1%	See Note 14
Custodial Services	\$ 83,800	\$ 95,800	\$ 38,907	\$ 35,487	37.0%	
Uniforms & Laundry	\$ 37,500	\$ 52,278	\$ 13,182	\$ 29,439	56.3%	See Note 15
Security Services	\$ 392,555	\$ 392,555	\$ 90,005	\$ 132,870	33.8%	
Outside Repair - Bldgs/Eqmt	\$ 186,546	\$ 197,534	\$ 66,543	\$ 88,725	44.9%	
Outside Repair - Vehicles	\$ 274,563	\$ 344,383	\$ 140,917	\$ 142,401	41.3%	
Waste Disp/Ads/Other	\$ 86,159	\$ 98,736	\$ 22,915	\$ 53,612	54.3%	See Note 16
	\$ 1,762,503	\$ 1,885,134	\$ 650,817	\$ 779,490	41.3%	
CONTRACT TRANSPORTATION						
Contract Transportation	\$ 100	\$ 100	\$ -	\$ -	0.0%	
Paratransit Service	\$ 2,606,136	\$ 1,150,000	\$ 1,036,805	\$ 870,780	75.7%	See Note 17
	\$ 2,606,236	\$ 1,150,100	\$ 1,036,805	\$ 870,780	75.7%	
MOBILE MATERIALS						
Fuels & Lubricants	\$ 1,560,314	\$ 1,673,754	\$ 548,887	\$ 789,836	47.2%	
Tires & Tubes	\$ 164,000	\$ 165,000	\$ 59,001	\$ 81,948	49.7%	
Other Mobile Supplies	\$ 6,000	\$ 7,500	\$ 2,198	\$ 3,299	44.0%	
Parts Credit	\$ -	\$ -	\$ (78,586)	\$ -	0.0%	
Revenue Vehicle Parts	\$ 344,000	\$ 349,000	\$ 201,464	\$ 212,571	60.9%	See Note 18
	\$ 2,074,314	\$ 2,195,254	\$ 732,963	\$ 1,087,654	49.5%	

**CONSOLIDATED OPERATING EXPENSE
DECEMBER 2004**

	FY 04-05 Final Budget	FY 04-05 Revised Budget	FY 03-04 Expended YTD	FY 04-05 Expended YTD	% Exp YTD of Budget	
OTHER MATERIALS						
Postage & Mailing/Freight	\$ 23,174	\$ 30,024	\$ 6,701	\$ 11,591	38.6%	
Printing	\$ 68,925	\$ 73,750	\$ 35,230	\$ 38,716	52.5%	See Note 19
Office/Computer Supplies	\$ 51,284	\$ 80,303	\$ 24,095	\$ 46,694	58.1%	See Note 20
Safety Supplies	\$ 18,375	\$ 20,518	\$ 7,899	\$ 4,516	22.0%	
Cleaning Supplies	\$ 56,100	\$ 56,770	\$ 15,317	\$ 15,795	27.8%	
Repair/Maint Supplies	\$ 65,000	\$ 67,781	\$ 24,140	\$ 23,838	35.2%	
Parts, Non-Inventory	\$ 42,000	\$ 43,000	\$ 12,255	\$ 19,668	45.7%	
Tools/Tool Allowance	\$ 9,600	\$ 24,900	\$ 2,521	\$ 4,593	18.4%	
Promo/Photo Supplies	\$ 11,645	\$ 11,945	\$ 634	\$ 2,690	22.5%	
	\$ 346,103	\$ 408,991	\$ 128,792	\$ 168,100	41.1%	
UTILITIES						
	\$ 310,305	\$ 339,105	\$ 140,012	\$ 152,156	44.9%	
CASUALTY & LIABILITY						
Insurance - Prop/PL & PD	\$ 582,000	\$ 582,506	\$ 305,962	\$ 289,198	49.6%	
Settlement Costs	\$ 150,000	\$ 150,000	\$ 32,916	\$ 19,347	12.9%	
Repairs to Prop	\$ -	\$ -	\$ (5,940)	\$ (14,048)	0.0%	See Note 21
Prof/Other Services	\$ -	\$ -	\$ -	\$ -	0.0%	
	\$ 732,000	\$ 732,506	\$ 332,938	\$ 294,497	40.2%	
TAXES						
	\$ 48,594	\$ 49,539	\$ 21,178	\$ 21,244	42.9%	
MISC EXPENSES						
Dues & Subscriptions	\$ 51,176	\$ 51,176	\$ 21,962	\$ 20,686	40.4%	
Media Advertising	\$ -	\$ -	\$ 40	\$ 9,891	0.0%	
Employee Incentive Program	\$ 7,820	\$ 7,820	\$ 5,569	\$ 1,636	20.9%	
Training	\$ 5,900	\$ 6,200	\$ 4,783	\$ 59	1.0%	
Travel	\$ 19,915	\$ 20,015	\$ 10,103	\$ 1,557	7.8%	
Other Misc Expenses	\$ 17,900	\$ 18,100	\$ 7,961	\$ 7,213	39.9%	
	\$ 102,711	\$ 103,311	\$ 50,416	\$ 41,042	39.7%	
OTHER EXPENSES						
Leases & Rentals	\$ 613,450	\$ 696,821	\$ 289,476	\$ 352,748	50.6%	See Note 22
	\$ 613,450	\$ 696,821	\$ 289,476	\$ 352,748	50.6%	
One-Time Paratransit Exp	\$ 350,000	\$ 145,428	\$ -	\$ -		
Contingency Fund	\$ 300,000	\$ -	\$ -	\$ -		
Total Operating Expense	\$ 33,246,678	\$ 33,165,178	\$ 14,152,615	\$ 15,267,487	46.0%	

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

CAPITAL PROJECTS	Program Budget	Expended in December	YTD Expended
<u>Grant Funded Projects</u>			
MetroBase	\$ 16,000,000	\$ 1,621,916	\$ 3,585,772
Urban Bus Replacement	\$ 1,675,432		\$ 473,502
Short Range Transit Plan	\$ 100,000		
	\$ 17,775,432		
<u>District Funded Projects</u>			
Bus Stop Imprvmnts/Bus Shelter Projects	\$ 49,200	\$ 9,872	\$ 15,387
IT Projects including GIRO carryover	\$ 15,200		\$ 11,990
Facilities Repairs & Improvements	\$ 26,500		
Non-Revenue Vehicle Replacement	\$ 195,000		
Office Equipment	\$ 33,900	\$ 5,249	\$ 25,330
Diagnostic Scanner	\$ 3,000		\$ 15,648
ParaCruz Equipment	\$ 81,500	\$ 190	\$ 132,906
	\$ 404,300		
TOTAL CAPITAL PROJECTS	\$ 18,179,732	\$ 1,637,227	\$ 4,260,535
<u>CAPITAL FUNDING SOURCES</u>			
	Budget	Received in December	YTD Received
Federal Capital Grants	\$ 14,200,345	\$ -	\$ 1,241,214
State/Local Capital Grants	\$ -	\$ -	\$ -
STA Funding	\$ 982,569	\$ -	\$ 215,249
Transfer from Operating Budget	\$ 81,500	\$ 81,500	\$ 81,500
Bus Stop Improvement Reserves	\$ 39,200	\$ -	\$ -
District Reserves	\$ 2,876,118	\$ 1,555,727	\$ 2,722,572
TOTAL CAPITAL FUNDING	\$ 18,179,732	\$ 1,637,227	\$ 4,260,535

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

1. Passenger fares (farebox and pass sales) are \$194,671 or 10% under the final budget amount for the year to date. Paratransit fares are \$42,283 or 25% under budget. Special transit fares (contracts) are \$108,247 or 13% over the budgeted amount. Highway 17 Express revenue is \$53,911 or 11% over the year to date budgeted amount. Together, all four passenger revenue accounts are under the budgeted amount for the first six months of the fiscal year by a net \$74,796 or 21.6%.
2. Advertising income is \$37,210 over budget due to sales of exterior ads on buses. Sales had been projected to begin in January 2005. The revenue will be used to offset program start-up costs.
3. Rent income is \$50,103 over budget due to payment of temporary rent by A Tool Shed pending relocation.
4. Interest income is \$40,296 over budget due to higher interest rates, and a slightly higher treasury balance than projected for the period.
5. Sales tax income is \$17,287 below budget for the first six months since the December wrap-up payment was lower than anticipated. For the July-September 2004 sales period, sales tax revenue for the District was down 3.4% over the previous year, while the budget projected no change.
6. Administration personnel expense is at 53.1% of the budget due to high workers' comp expenses during the period.
7. Human Resources personnel expense is only at 33.7% of the budget due to a \$28,478 workers' comp credit in July.
8. Paratransit program personnel expense is only at 26.6% of the budget since hiring of additional ParaCruz staff occurred in the third month of the fiscal year.
9. Customer Service non-personnel expense is at 64.7% of the budget due to higher printing and graphics expenses than anticipated for the fall schedule.
10. Human Resources non-personnel expense is at 50.3% of the budget due to recruitment and hiring costs for the ParaCruz department.
11. Information Technology non-personnel expense is at 53.1% of the budget due to volume purchases of IT supplies.
12. Paratransit program non-personnel expense is at 64.3% of the budget due to payment to Community Bridges for contract services from July to October 2004. As of November 1, 2004, the major costs shifted to personnel expenses (see Note 8.)
13. Fleet Maintenance non-personnel expense is at 50.7% of the budget due to advance payment of rent for the 110 Vernon Street facility.

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14. Temporary help is at 56.1% of the budget due to services utilized during vacancies and employee absences in the IT department and the Fleet Maintenance department.
15. Uniforms and laundry expense is at 56.3% of the budget due to start-up ParaCruz expenses.
16. Waste disposal/ads/other is at 54.3% of the budget due to expenses associated with the sale of the Sakata property.
17. Contract paratransit service is at 75.7% of the budget since most of this account covers the Community Bridges billings for July to October 2004. The balance will be used to pay for contract taxicab services.
18. Revenue vehicle parts are at 60.9% of the budget since monthly charges to this account fluctuate from month to month depending on the parts needed for repairs.
19. Printing is at 52.5% of the budget due to printing of route stickers for the fall schedule, and higher costs for printing Headways.
20. Office/computer supplies are at 58.1% of the budget due to volume purchase of IT supplies and ParaCruz start-up costs.
21. Repairs to property is a casualty and liability account to which repairs to District vehicles and property are charged when another party is liable for the damage. All collections made from other parties for property repair are applied to this account to offset the District's repair costs.
22. Leases and rentals are at 50.6% of the budget due to advance payment of rent for the 110 Vernon Street facility.

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FY 04-05 BUDGET TRANSFERS
1/1/05-1/31/05

	ACCOUNT #	ACCOUNT TITLE	AMOUNT
TRANSFER # 05-012			
TRANSFER FROM:	504311-3200	Office Supplies	\$ (200)
TRANSFER TO:	504211-3200	Postage & Mailing	\$ 200
REASON:	To cover expected expenditures for FY 04-05 in the Operations Department.		

TRANSFER # 05-013			
TRANSFER FROM:	505031-1500	Telecommunications	\$ (1,000)
TRANSFER TO:	503031-1500	Prof/Technical & Fees	\$ 1,000
REASON:	To cover cost of new version of Create-A-Check for IT Department.		

TRANSFER # 05-014			
TRANSFER FROM:	503162-3200	Uniforms & Laundry	\$ (30)
TRANSFER TO:	507201-3200	Licenses & Permits	\$ 30
REASON:	To cover cost of Employer Testing Program renewal fee for the Operations Department.		

TRANSFER # 05-015			
TRANSFER FROM:		One Time Paratransit Costs	\$ 123,072
TRANSFER TO:	506011-1200	Property Insurance	\$ 506
	501023-1400	Other Overtime	\$ 708
	503034-1400	Employment Exams	\$ 8,207
	503221-1400	Classified/Legal Ads	\$ 970
	503352-1500	Equip Repair - Out	\$ 5,102
	503031-1500	Prof/Tech Services	\$ 1,000
	503352-2200	Equip Repair - Out	\$ 636
	504215-2200	Printing	\$ 30
	504315-2200	Safety Supplies	\$ 184
	504409-2200	Repairs & Maint	\$ 2,781
	507201-2200	Licenses & Permits	\$ 290
	512061-2200	Equip Rental	\$ 140
	502109-3100	Sick Leave	\$ 18,719
	503031-3100	Prof/Tech Services	\$ 33,068
	503162-3100	Uniforms & Laundry	\$ 13,308
	504311-3100	Office Supplies	\$ 20,619
	504315-3100	Safety Supplies	\$ 1,459
	504317-3100	Cleaning Supplies	\$ 420
	504511-3100	Small Tools	\$ 14,900
	507201-3100	Licenses & Permits	\$ 25
			<u>\$ 123,072</u>

REASON: To allocate funds to the appropriate account for one-time ParaCruz costs.

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: February 25, 2005
TO: Board of Directors
FROM: Bryant J. Baehr, Manager of Operations
SUBJECT: UNIVERSITY OF CALIFORNIA - SANTA CRUZ SERVICE UPDATE

I. RECOMMENDED ACTION

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

II. SUMMARY OF ISSUES

- Student trips for December 2004 decreased by (13.2%) versus December 2003. Year to date student billable trips have increased by 3.6%.
- Faculty / staff trips for December 2004 decreased by (2.1%) versus December 2003. Year to date faculty / staff billable trips have decreased by (3.6%).
- Revenue received from UCSC for December 2004 was \$79,919 versus \$88,027 for December 2003 a decrease of (9.2%).

	Faculty/Staff Ridership	Student Ridership	Monthly Increase - (Decrease) Student	Monthly Increase - (Decrease) Faculty-Staff
This Year	12,816	77,082	(13.2%)	(2.1%)
Last Year	13,091	88,836		

***In December 2003 there were 9 days of instruction. In December 2004 there were 7 days of instruction.**

III. DISCUSSION

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

- Student billable trips for the month of December 2004 were 77,082 vs. 88,836 for December 2003 a decrease of (13.2%).
- Faculty / staff billable trips for the month of December 2004 were 12,816 vs. 13,091 for December 2003 a decrease of (2.1%).
- Year to date Student billable trips increased by 3.6% and faculty / staff billable trips decreased by (3.6%).
- Revenue for December 2004 was \$79,919 versus \$88,027 for December 2003.

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IV. FINANCIAL CONSIDERATIONS

NONE

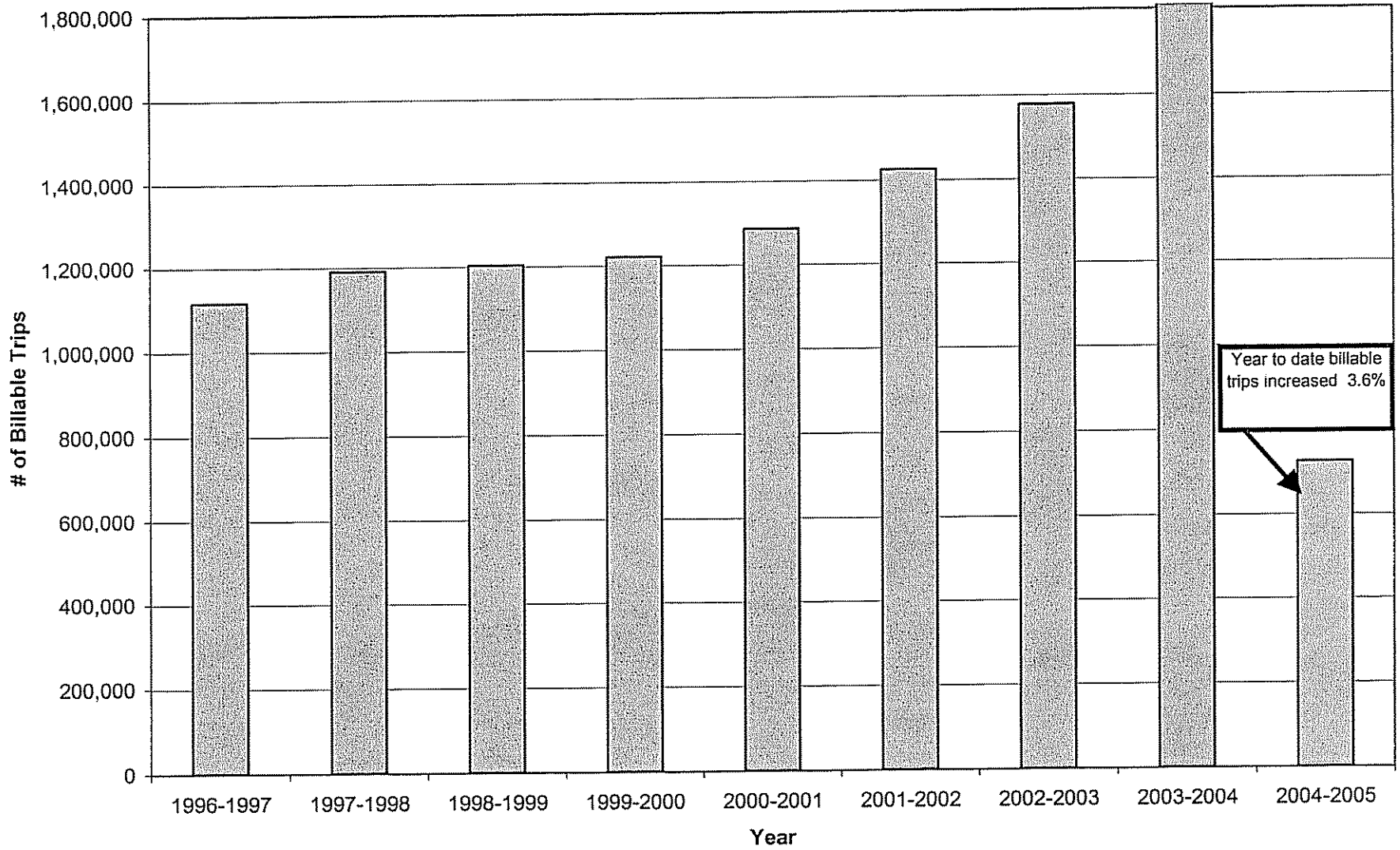
V. ATTACHMENTS

Attachment A: UCSC Student Billable Trips

Attachment B: UCSC Faculty / Staff Billable Trips

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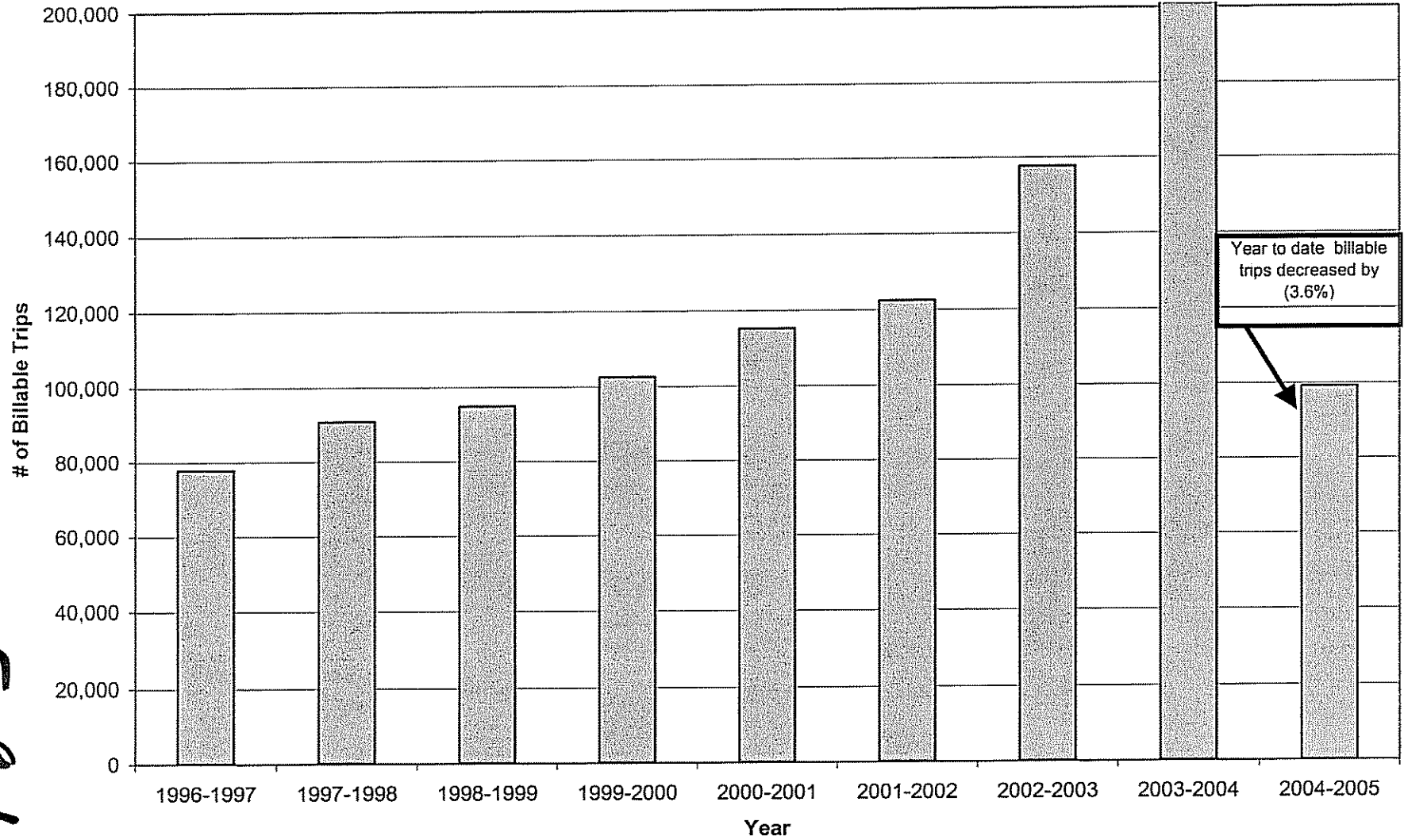
UCSC Student Billable Trips



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Attachment A

UCSC Faculty / Staff Billable Trips



S-9.b1

Attachment B

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: February 25, 2005
TO: Board of Directors
FROM: Mark J. Dorfman, Assistant General Manager
SUBJECT: ACCEPT AND FILE VOTING RESULTS FROM APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR PREVIOUS MEETINGS

I. RECOMMENDED ACTION

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

II. SUMMARY OF ISSUES

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

III. DISCUSSION

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

IV. FINANCIAL CONSIDERATIONS

There is no cost impact from this action.

V. ATTACHMENTS

- Attachment A:** Minutes of the January 6, 2005 Regular SCCRTC Meeting
Attachment B: Minutes of the January 20, 2005 Transportation Policy Workshop

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

MINUTES

Thursday,
January 6, 2005
9:00 a.m.

Santa Cruz City Council Chambers
809 Center Street
Santa Cruz CA 95060

1. Roll Call

Members Present: Jan Beautz Ellen Pirie
 Tony Campos Emily Reilly
 Tim Fitzmaurice (Alt.) Antonio Rivas
 Randy Johnson Pat Spence
 Michael Keogh Mark Stone
 Dennis Norton Mardi Wormhoudt
 Rich Krumholz (ex-officio)

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

1. Roll Call

2. Oral Communications

Dave Eselius said he thought correspondence with Caltrans had ceased when the Commission began to investigate design-build options. He asked that it be noted for the record that the Commission did not know what they were building regarding Highway 1.

Les White, SCMTD, announced the "building breaking" ceremony to begin construction of the MetroBase at noon on 1/14/05.

3. Additions or Deletions to Consent and Regular Agendas

Acting Executive Director Pat Dellin noted additional Comments from the Public (Item 16) and replacement pages for Item 25.

CONSENT AGENDA (Wormhoudt/Campos)

4. Approved Minutes of December 2, 2004 Regular SCCRTC Meeting, as amended.

A typographical correction was made to page 4-10 of the December 2, 2004 Regular SCCRTC Meeting Minutes changing the word "promising" to "project".

Commissioner Rivas abstained as did Commission Alternate Nicol, who briefly replaced Commissioner Norton at the beginning of the meeting.

POLICY

5. Approved Staff Recommendations Regarding 2005 Legislative Outlook and Draft 2005 Legislative Agenda (continued from December 2004 Meeting)

PROJECTS and PLANNING

6. Accepted Highway 1 Projects Status Report (including Announcement of January 20, 2004 Public Hearing on Project Alternatives - enclosed separately)
7. Accepted Update on State Funding Availability (continued from December 2004 Meeting)

COMMISSION BUDGET and EXPENDITURES

No Consent Items

ADMINISTRATION

8. Approved Bicycle Committee and Staff Recommendation Regarding Appointment to Bicycle Committee

COMMITTEE MINUTES

9. Accepted Draft Minutes of the Budget and Administration/ Personnel Committee Meeting of December 9, 2004
10. Accepted Draft Minutes of the Bicycle Committee Meeting of December 13, 2004
11. Accepted Draft Minutes of the Paratransit Coordination Task Force Meeting of December 15, 2004

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INFORMATION/OTHER

12. Accepted Monthly Meeting Schedule
13. Accepted SCCRTC Staff Comment Letters on Draft Environmental Documents and Plans Prepared by Other Agencies - No Letters
14. Accepted Correspondence Log
15. Accepted Letters from SCCRTC Committees and Staff to Other Agencies on Policy Issues - No Letters
16. Accepted Miscellaneous Written Comments from the Public on SCCRTC Projects and Transportation Issues
17. Accepted Handouts from Staff and Commissioners at Previous Regional Transportation Commission Meeting
18. Accepted Information Items
 - a. SCCRTC Transportation Development Act (TDA) Revenue Report
 - b. Information from the Metropolitan Transportation Commission (MTC) regarding Transportation 2030 Web Survey
 - c. Article entitled "511 Success Story"

SERVING AS THE SERVICE AUTHORITY FOR FREEWAY EMERGENCIES

No Consent Items

REGULAR AGENDA

19. Welcome New Commissioners

Commissioner Pirie welcomed the new Commissioners and Alternates in attendance.

20. Commissioner Reports - None
21. Director's Report - Oral Report

Acting Executive Director Pat Dellin reviewed her report highlighting her invitation to meet with the new Commissioners for orientation, recent staff appointments, the status of the recruitment process for the Executive Director position and staff vacancies. Ms. Dellin reported on the Budget and Work Programs noting that the amended budget for this fiscal year and the budget for next fiscal year will be presented to the Commission in March for approval. She added that the update to the *Regional Transportation Plan* was nearly complete and that a public

5-11.03

hearing on selection of project alternatives for the Highway 1 Widening/HOV Lane PA/ED is scheduled for Thursday, January 20th at 7:00 pm at the Board of Supervisors Chambers. She said that she was attending the annual Transportation Research Board meeting and conference in Washington, DC and while there will meet with congressional staff members and the Commission's federal legislative assistant, Carolyn Chaney.

22. Caltrans Report

Rich Krumholz, Caltrans District 5, introduced Keith Hinrichsen as the new Caltrans regional planner for Santa Cruz County.

Mr. Krumholz responded to an earlier comment from Dave Eselius, saying that Caltrans is still the lead agency for the Highway 1 Widening/HOV Project and that the Department will sign off on the final alternative, no matter how it is built, and is very much involved on the Project Development Team.

In answer to requests and questions raised at the December, 2004 meeting, Mr. Krumholz said that Caltrans did not usually display draft plans but that he was trying to get display boards of sound walls or other part of the Highway 1/17 Merge Lanes project for the public to view at local libraries. He said that it looked like it would be possible to install sidewalks on one side of the Market Street underpass. Mr. Krumholz also said that Caltrans was working with the City of Santa Cruz to implement pedestrian safety improvements at the Morrissey Boulevard overpass and that a cooperative funding strategy would be necessary. The short term solution would be to install a stop sign at the intersection.

Commissioner Reilly asked if the Caltrans presentation scheduled for the February Commission meeting could include information on alternative building materials, including papercrete, which could lower construction costs if applicable to the projects.

Commissioner Spence asked that Caltrans give the public plenty of notice before the lane closure for improvements at Rio del Mar begins.

23. Local Transportation Sales Tax Measures from Other California Counties

Acting Executive Director Pat Dellin said that of the seven transportation sales tax measures that passed statewide in the November election, only two were new measures. She said

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that renewing an existing tax was easier than gaining approval for a new tax because the tax had a "track record" and the community could see what had been delivered. Ms. Dellin suggested waiting until fall and coming back with ideas on a process to develop a funding plan for transportation projects.

Eileen Goodwin, Apex Strategies, said that the sales tax measures that didn't pass, including the Santa Cruz County measure, had three common themes: lack of consensus regarding the expenditure plans; under-funded campaigns from the private sector; and organized, funded, credible opposition.

Ms. Goodwin suggested that because renewals are easier, proposing a smaller plan and a shorter tax period could establish the needed support for larger projects. She also suggested looking at a package that combined other funds, such as developer fees and funds generated by the Transit Occupancy Tax, to show the community how funds are leveraged. She also recommended continuing to work on increasing awareness in the community about how neither the state nor the federal governments have the money they used to have and that there are benefits to having local funding sources. Lastly, Ms. Goodwin recommended spending time on building consensus and having a public process that is very inclusive. She said to take advantage of the Regional Transportation Plan process and find ways to fund parts of projects and build consensus around smaller concepts.

Ms. Goodwin added that upcoming elections which could potentially include a sales tax measure for transportation are a special election in November 2005 and regular elections in June and November 2006. It is probably unrealistic to aim for a 2005 election, and to be prepared for either of the 2006 elections, the Commission would need to decide fairly soon that it wants to make a second attempt.

Commissioner Reilly said that change needs to start with the Commission and that Ms. Goodwin had said early on that the size of the community and the size of the tax base would make funding a huge project very difficult.

Commission Alternate Fitzmaurice said that while being a self-help county allows for independent control of tax dollars, many people think that it is the government's job to fund highway projects.

Ms. Goodwin pointed out that self-help does not have to apply only to highways and that Santa Clara County has a

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permanent ½ cent sales tax for transit and has now passed another tax entirely for transit.

Commissioners discussed taxation issues including: the current need to rely on local taxes due to deficits at the state level, the fact that the government is reluctant to raise the gas tax which traditionally funds highway projects and that Proposition 42, which was supposed to make billions available for transportation projects, has been siphoned off to support the state's General Fund.

Acting Executive Director Pat Dellin noted that California ranks 47th in the nation on how much is spent per capita on transportation and that part of the Commission's challenge is to let more people know that the state has no money and that there is not enough money at the state and federal levels.

Commissioner Beautz said that a tax measure should only be presented to the public for projects that really help, not just to get the public used to the idea of transportation taxation. She said that the electorate is who needs to find consensus and that one of her constituents had suggested putting individual transportation projects on a ballot and to let voters choose which ones to fund.

Commissioners discussed the process necessary to reach a consensus noting that the Commission has to be willing to be completely open to building a coalition and that it was important to be inclusive and involve citizens in the process.

Commissioner Beautz said that if a really big project is necessary, doing less won't fix the problem. Commissioner Wormhoudt said that the Commission might need to debate whether the only good highway project is to widen the highway or if there are other highway projects that could help relieve congestion.

Commissioner Pirie supported completing the Environmental Impact Report and returning in the fall with a plan for a funding process.

Commissioner Stone moved to approve the staff recommendations to review information on the transportation sales tax measures from other California counties and direct staff to return to the Commission in Fall 2005 with recommendations on a process to develop a funding plan for regionally significant projects that are under-funded.

Commissioner Stone added to the motion that staff return with a recommendation for a process to bring people back

5-11.26

into this discussion and to find out what the people in the county want. Commissioner Rivas seconded.

Commissioner Reilly asked for a report on why the JPA is needed.

Public comment was heard.

Ed Davidson said the reasons Measure J was defeated are that the university students did not support the measure because the payoff on the additional taxation was so far down the road that it would not benefit them, that Scotts Valley, San Lorenzo Valley and the Summit area had limited interest in the project and finally that the add-on projects to bring the City of Santa Cruz on board weren't wanted. He said the defeat was a referendum on the rail and that the decision to acquire the branch line was made without public input.

Dave Eselius said the real need is to acknowledge the real need and that the highway is the backbone that connects all communities. He said the needs of commuters are not addressed and that discussing other projects is frivolous.

Micah Posner said that a poll to only widen the highway showed only 54% support and that other projects needed to be included to get closer to the 2/3 vote necessary for passage. He said that it is necessary to look at mobility in the county and open the process to the public putting the Environmental Impact Report on hold and to find a project that has consensus, like building a bike path.

Joan Anderson said that Personal Rapid Transit would cost 1/5th to 1/12th of adding a lane to the highway and that she would also love a bike trail.

Bob Yount said that public transit was shortchanged in the Expenditure Plan.

Paul Elerick said that without adding amenities the Measure wouldn't have even gotten the number of votes it did get. He offered to work on a coalition.

Libby Huyck said the measure was deceiving inferring that the rail line right-of-way would be a bike trail and that the Commission needs to fix its credibility problems before moving forward.

Debbie Bulger said there is a lot of disillusionment with government waste and that spending millions of dollars on an EIR for a project the county cannot afford will not be looked at favorably. She advised spending the money on street repair.

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Bruce Korb urged the Commission to spend money wisely and forget about the rail trail project, saying the rail project is a transparent scheme for a recreational project that doesn't benefit the needs of people. He said the goal is to get people moved around and that a train won't help.

Jim Conklin said that Santa Cruz has infrastructure needs and must be a self-help county. He cited competing tax measures and only 4 months of campaigning as among the reasons for the measure's failure. He agreed that the goal must be defined and that widening is a reality.

Public comment was ended.

The motion carried unanimously.

CLOSED SESSION

24. Conference with Real Property Negotiator for Acquisition of the Santa Cruz Branch Rail Line Property: Santa Cruz Branch Rail Line from Watsonville Junction to Davenport

Agency Negotiator: Kirk Trost, Miller, Owen & Trost

Negotiation Parties: SCCRTC, Union Pacific

Under Negotiation: Price and Terms

OPEN SESSION

Open session resumed at 11:35. Commission Alternate Schiffrein replaced Commissioner Wormhoudt and Commissioner Campos was no longer present.

25. Acquisition of the Santa Cruz Branch Line - Updated Schedule and Financial Plan and Amendment to Consultant Contract

Acting Executive Director Pat Dellin said the Commission is in a new phase now that the Letter of Intent (LOI) has been signed and that staff had proposed a potential timeline and a draft updated Financial Plan. Ms. Dellin said that the replacement pages refer to title review work which requires a \$10,000 advance to initiate. She recommended that the Commission schedule public hearings in March, April and August.

Commissioner Beautz said that the assumption that an historical site investigation will not be required because the acquisition will not disturb any structures could change if trestles had to be replaced.

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Kirk Trost, Miler, Owen & Trost, responded that a structures assessment prior to the close of escrow will include an analysis of structures and the cost to maintain and replace structures if necessary. He said that any historical assessment would have to be done before the acquisition and while not expected, it would be done if necessary.

Commissioner Reilly said she wanted to make sure Caltrans was in the loop regarding any right-of-way approvals. Commissioner Pirie expressed concern regarding the financial plan as it includes Proposition 116 funds and is only looking at the Capitola to Aptos route. She said that the Business Plan shows serious questions as to whether that route will work. Her concern is that if it does not work, the Commission will either have to pay back the money or switch to another service. She said that if there is another route that would work better, the Commission should consider it. She asked if the Commission had looked at other segments and rejected them and if there was still documentation on these routes.

Acting Executive Director Pat Dellin said there had been a recreational rail analysis report in 2003 and that the Commission had voted to designate this segment in May of 2003 and has since then, based on that decision, worked on this segment.

Public comment was heard.

Libby Huyck said the EIR only looks at 6 miles of the 32 miles of track, that the Business Plan is flawed, that there is no mention of a bike trail in the plan and suggested to treat the bike trail as a parks project and get funding from many sources and avoid the recreational rail entirely.

Mike Whaley said the trail project should be passed off to the Parks and Recreation Department and that a transportation agency should be moving people around.

Bill Comfort said the State Transportation Improvement Program money planned for this project is not available and the Commission should not go forward with the purchase.

Ken Kannegaard, RMC Materials, encouraged the Commission to work with RMC on the purchase.

Commissioner Keogh recommended doing an historical site assessment. He said that an economic plan, which was referenced in the Business Plan, was missing and wants it made available. He asked if the Commission is going to agencies with the caveat that we might not purchase the rail line when conducting the due diligence tasks.

5-11.99

Commissioner Beautz thought the timeline was too compressed and that July and August were not good months to go to the public.

Commission Alternate Schiffrin said the signed LOI indicated the intent to close in September and that the Commission should show good faith by trying to live up to the agreement. He said if more time was needed later the Commission could take additional time. He added that it might be useful to get information regarding previous passenger rail service studies from 70's or 80's as background, saying that while it is true that much of the public support is from rail trail advocates, having control of the rail corridor preserves options for the long term and there may be potential for moving forward from a transportation perspective.

Commissioner Pirie suggested gathering this information about previous studies and bringing everyone up to speed at a January Transportation Policy Workshop. Commission Alternate Schiffrin agreed but said that this review should not hold up going forward with the staff recommendations.

Commissioner Pirie said she had a problem with the second recommendation to approve an updated financial plan.

Commission Alternate Schiffrin moved to approve the staff recommendations, adding that the timeline was being approved at this time, that staff be directed to return to the January 20, 2005 Transportation Policy Workshop with information on past rail studies and that a status report on the historical sites investigation be provided in April. Commission Alternate Fitzmaurice seconded.

Commissioner Spence voiced many concerns including the sequence of tasks, the AB3090 requests, whether the Commission was obligated to purchase the line if the appraisal came back under the agreed price, and if purchasing the line "as is" meant the Commission would have to clean up hazardous materials.

Commissioner Pirie asked Commissioner Spence to put her questions in writing for staff to reply. Commissioners discussed whether the timeline gave enough time for public review.

Commission Alternate Schiffrin said it was clear that as a public agency, time for adequate public review is needed. In light of this, he will add to the motion to ask staff to return at the next meeting with a report as to whether it would be possible to get documents earlier than the proposed

5-11.910

timeline with the goal to get information out as early as possible. Commission Alternate Fitzmaurice who seconded the motion agreed to this amendment.

Commissioner Keogh said he wanted liability insurance discussions to take place with the carrier and not just the broker.

Commissioner Keogh will work with Acting Executive Director Pat Dellin and Commissioner Johnson on insurance issues.

Regarding AB3090 requests, staff will return with information to show how they will not compete with MetroBase funding.

Commissioner Beautz asked to vote on each recommendation separately. Commissioner Keogh seconded.

Commission Alternate Schifffrin said he would include in his motion to clarify recommendation 4 and ask staff for a report at the January TPW regarding the relationship between the AB3090 requests and impacts on the AB3090 request for Metro Base.

Acting Executive Director Pat Dellin said that since Senior Planner Rachel Moriconi is the expert in that area, she would like to report to the Commission in February.

Commissioner Spence again expressed her concern that the Business Plan is being developed after the Request for Proposals is released. Commission Alternate Schifffrin said the Business Plan is a summary document which cannot be refined until after the short line operator negotiates what they will provide.

Commissioners voted on the staff recommendations separately as follows:

1. Approve at this time the attached draft Projected Timeline for the Santa Cruz Branch Rail Line Acquisition Project and direct staff to implement the tasks.

The recommendation was approved with Commissioner Beautz voting "no"

2. Approve the draft updated Financial Plan for the rail acquisition project;

The recommendation was not approved. Commissioners Norton, Reilly, Fitzmaurice, Schifffrin and Stone voted "aye" and Commissioners Beautz, Pirie, Johnson, Keogh, Rivas and Spence voted "no".

5-11.911

3. Approve the resolution authorizing the Executive Director to amend the Miller, Owen and Trost contract to include an additional \$82,000 to cover the \$142,000 estimated cost of the necessary title review for the rail acquisition project and provide a \$10,000 advance to initiate the title review work;

The recommendation was approved unanimously.

4. Direct staff to return to the Commission in February with an AB3090 State Transportation Improvement Program (STIP) amendment request, AB3090 loan request to the Coastal Conservancy, proposed concepts for the Proposition 116 application, proposed concepts for the Request for Proposals (RFP) for a short line operator, and other steps necessary to implement the financial plan;

The recommendation was approved with Commissioner Keogh voting "no".

5. Direct staff to return to the Commission in March with a draft Proposition 116 application, a draft purchase agreement, an update on liability insurance, and a draft RFP for a short line operator;

The recommendation was approved with Commissioners Pirie and Spence voting "no".

6. Schedule three public hearings: one for the Draft Environmental Impact Report on the Recreational Rail Project (March 17th at 7:00 pm), the second to consider the Purchase Agreement (currently scheduled for April), and the third for the final decision to purchase (currently scheduled for August); and

The recommendation was approved unanimously.

7. Direct staff to include in each regular RTC and Transportation Policy Workshop (TPW) meeting packet a status report on reports and analyses for the branch line acquisition.

The recommendation was approved unanimously.

The additional recommendation to get a report on historical site investigations was approved unanimously.

Acting Executive Director Pat Dellin asked that the Commissioners who voted "no" on the draft updated Financial Plan let her know what they want changed.

5-11.912

26. Recreational Rail Revised Environmental Impact Report (DEIR)- Description of New Alternative, Proposed Timeline and Notification Process, and Information on Demonstration Train

Kirk Trost, Miller, Owen & Trost, reported that he needed to find out what the Federal Railroad Administration required to put a passenger rail demonstration train on excepted track.

Commissioner Keogh asked why an email dated January 4, 2005 from Robert Jones had not been included in the Comments from the Public. It was determined that staff had not been copied on the email and had not received it. Acting Executive Director Pat Dellin will include the letter in the next Commission meeting.

Commission Alternate Schiffirin moved to approve the staff recommendations to:

1. Approve the description of the Business Plan Alternative for inclusion as an alternative in the Revised DEIR;
2. Approve the process for notifying each agency, person and organization that submitted comments on the prior DEIR, and send each entity a copy of the Revised DEIR;
3. Approve the proposed schedule the Revised DEIR and schedule a public hearing for Thursday, March 17, 2005 at 7:00 pm; and
4. Accept an oral report on conducting a demonstration train event.

Commissioners discussed the crews and times for operation of the freight line and if the demonstration train was a car with a locomotive.

Mr. Trost said there was a possibility that the demo train could run without passengers in it, but that he was trying to have the demonstration include passengers.

Commissioner Norton seconded and the motion passed unanimously.

27. Next Meetings/Adjournment

The meeting adjourned at 12:55 pm.

The next Transportation Policy Workshop is scheduled for Thursday, January 20, 2005 at 9:00 a.m. at the SCCRTC Offices, 1523 Pacific Avenue, Santa Cruz CA 95060.

5-11.913

A Public Hearing on Alternatives for the Highway 1 Project Approval/Environmental Document (PA/ED) is scheduled for Thursday, January 20, 2005 at 7:00 p.m. at the Board of Supervisors Chambers, 701 Ocean Street, Santa Cruz, CA 95060.

The next regular SCCRTC meeting is scheduled for Thursday, February 3, 2005 at 9:00 a.m. at the Board of Supervisors Chambers, 701 Ocean Street, Santa Cruz, CA 95060.

Respectfully submitted,

Gini Pineda, Secretary

5-11.214

ATTENDEES

<u>Name</u>	<u>Representing</u>
Robert Yount	
Debbie Bulger	Mission Pedestrians
Genevieve Bookwalter	Santa Cruz <i>Sentinel</i>
Micah Posner	People Power
Paul Elerick	CFST
Ken Kannegaard	RMC Pacific Materials
Jim Conklin	Business Council
Joan Anderson	CFST
Cliff Walters	Big Trees Railroad
Mike Whaley	
David Eselius	
Bill Comfort	
Tom Bolich	County DPW
Rahn Garcia	County Counsel
Christina Manriquez	CHP
Eric Child	
Kathryn Nation	Senator Maldonado's Office
Ed Davidson	
Piet Canin	
Sandra Coley	PVTMA
Jan Kampa	

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5-11.a 15

The letter from Commissioner Beautz proposed using the existing Santa Cruz and Big Trees Railroad as the recreational rail service, with the .8 miles of Union Pacific owned track between Maple Street and the Boardwalk as the rail component of the newly purchased right-of way, to qualify the Commission to apply for Proposition 116 funds. Ms. Beautz said her understanding was that there were examples of minimal new rail service that qualified agencies to receive Proposition 116 funding.

Commission Alternate Schiffirin agreed with Commissioner Beautz on her approach to the issue. He said that if precedents could be found for using an existing rail line and a minimal amount of the newly acquired Union Pacific line for Proposition 116 funding, it could be possible to obtain permission from the California Transportation Commission (CTC) to qualify for the funding. He suggested forming a committee to work with staff and the California Transportation Commission to find out if Commissioner Beautz's proposal would be acceptable to the CTC.

Commission Alternate Quintanilla said he would serve on the Committee.

Commissioner Pirie said she had considered rail service from the Highway 1/9 junction to the Boardwalk area that would also draw people to the arts facilities being developed at the old Salz Tannery site. She said rail service at this location would allow people to board a train headed to the beach, Boardwalk, Depot Park, and the planned Marine Sanctuary Visitor Center instead of driving down Ocean Street.

Commissioner Norton said that the citizens of Capitola wanted the recreational line as an economic generator. He said he had no problem with looking at the option suggested by Commissioner Beautz, but was not sure if the CTC would approve Proposition 116 funding for acquisition of the Santa Cruz Branch Rail Line with such a small project.

Commissioner Rivas said that Watsonville had many recreational opportunities and that rail service should serve the entire County, including Watsonville.

Commission Alternate Schiffirin said that the important thing is to purchase the rail line so that the public is able to have control of the corridor; then if passenger rail services become feasible, the Commission has the ability to provide the service. He said that since the issue is getting control of the rail line, the Commission should follow the timeline already in place while exploring other options in the meantime. He noted that recipients of Proposition 116 funds had up to ten years before service had to begin, providing plenty of time to explore options at a later date. He said that the Commission should set up a process to investigate whether existing service might satisfy the CTC for Proposition 116 funding, while going forward with the acquisition as currently planned.

Commissioner Pirie made a motion to form a committee of Commissioners to work with staff and the CTC to explore if options such as using the existing service to the Boardwalk provided by Big Trees or using existing track to provide rail service from the Highway 1/9 junction to the Boardwalk area would qualify the SCCRTC for Proposition 116 funds.

5-11.62

Commissioner Reilly seconded.

Commissioner Norton volunteered to serve on the Committee.

Commissioner Pirie added the option of a Santa Cruz to Davenport train to the motion.

Commission Alternate Schiffrin said that the contract with the short haul operator will have to include both recreational rail and freight service and that the operator may have a preference regarding the options. He said to focus on whether the CTC would support the Big Trees option.

Commissioner Pirie said that she would support directing the committee to focus on the suggestion made by Commissioner Beautz and to look at other options if that one was not viable.

Commissioner Spence said that Davenport is an artist's colony of sorts and that Long's Marine Lab could possibly be a stop on a Santa Cruz to Davenport line. She also suggested a shuttle bus to Ano Nuevo when the line was running.

Commissioner Norton said the Commission had made a commitment to move forward with a plan as proposed and should not change direction unless a public hearing was held.

Commissioners Johnson and Stone agreed that to have a committee look at other ideas and moving forward with the present timeline and plan were not mutually exclusive.

Acting Executive Director Pat Dellin reminded Commissioners that in order to keep on schedule, it was necessary to submit a Proposition 116 application by March. She said that the committee would have to meet soon to find out if the CTC will approve the new suggestions. She also said that the revised draft Environmental Impact Report is 98% complete and ready to hand out in February as scheduled. She said that the staff would continue to work on the previously approved work tasks in parallel to this new effort.

Commissioners asked that staff check with all counties that used Proposition 116 funds and find precedents for small projects.

It was decided that Commissioners Stone, Pirie, Norton, Schiffrin and Quintanilla would form the committee.

Rich Krumholz, Caltrans District 5, said he was willing to participate having a state representative would be helpful.

Commission Alternate Schiffrin asked if the Caltrans Division of Rail could provide information on how Proposition 116 money has been spent. Mr. Krumholz will try to get the information.

A vote was taken on the motion and it passed unanimously.

5-11.63

The meeting was adjourned at 9:45 am.

5. Next Meetings / Adjournment

A Public Hearing on the Selection of Alternatives for the Highway 1 Project Approval/Environmental Document (PA/ED) will be held Thursday, January 20th, 2005 at 7 p.m. at the Board of Supervisors Chambers, 701 Ocean Street, Santa Cruz, CA 95060.

The next regular Commission Meeting will be held Thursday February 3, 2005 at 9:00 a.m. at the Board of Supervisors Chambers, 701 Ocean Street, Santa Cruz, CA 95060.

The next Transportation Policy Workshop will be held Thursday, February 17, 2005 at 9:00 a.m. at the RTC Office, 1523 Pacific Avenue, Santa Cruz, CA.

Respectfully submitted,

Gini Pineda, Secretary

5-11.64

ATTENDEES

<u>Name</u>	<u>Representing</u>
Robert Yount	
Les White	SCMTD
Bill Comfort	
Paul Elerick	CFST
Rahn Garcia	County Counsel
Donna Ziel	
Peter Scott	CFST
Piet Canin	Santa Cruz TMA

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S-11.65

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: February 11, 2005
TO: Board of Directors
FROM: Mark J. Dorfman, Assistant General Manager
SUBJECT: CONSIDERATION OF APPOINTMENT OF DAVE WILLIAMS TO THE METRO ADVISORY COMMITTEE (MAC) BY DIRECTOR SKILLICORN TO FILL VACANCY OF KANOA DYNEK

ACTION REQUESTED AT THE FEBRUARY 11, 2005 BOARD MEETING

I. RECOMMENDED ACTION

The purpose of this staff report is to request Board Approval of the appointment of Dave Williams to the Metro Advisory Committee (MAC) as the appointment of Director Skillicorn.

II. SUMMARY OF ISSUES

- On December 19, 2003 the Board of Directors approved the creation and structure of the Metro Advisory Committee (MAC).
- Each member of the Board nominated the name of an individual that they wanted to appoint for membership on the MAC.
- Kanoa Dynek, appointed by Director Spence, was forced to resign for family health reasons.
- Director Skillicorn is nominating Dave Williams as the replacement.

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. Director Skillicorn appointed Kanoa Dynek as his representative to MAC. Unfortunately, Mr. Dynek has been forced to resign from MAC due to family health reasons. Director Skillicorn is requesting approval of Dave Williams as his representative to MAC.

5-13.1

Attachment A is Mr. Williams' Application Form for consideration. Also attached as Attachment B is the Current Composition of the METRO Advisory Committee.

IV. FINANCIAL CONSIDERATIONS

No financial impacts.

V. ATTACHMENTS

Attachment A **MAC Application Form of Dave Williams**

Attachment B **METRO Advisory Committee Composition**

5-13.2

ATTACHMENT A

MAC Application Form

Name: Dave Williams
Address: 513 El Rio Street
City: Watsonville State: CA Zip: 95076
Phone: 831-761-3582
E-Mail:

Do you ride METRO Fixed Route or ParaCruz Service? Yes.

How often do you use METRO/ParaCruz Service? Once a week.

What are your particular transit interests?

I would like to see increased usage.

What do you think are the biggest challenges for METRO?

Ridership of bus. Paracruz to expand to be used by general public.

What do you believe that you will contribute to the MAC and METRO if appointed?

Good listener – Level headed.

What are the interests and the experiences that you have that would make you an effective member of the MAC?

Use of the bus service in S. Lake Tahoe and service similar to ParaCruz.

Please outline your availability in terms of meeting times/days and total time per month you could devote to the activities of the MAC?

5-13.91

At the present time I have no time constraints. I do however, have limited visibility, so reading is difficult and slow. I am looking for things to do in the community.

Are you aware of any conflicts of interest that would prevent you from serving on the MAC if appointed? None.

S-13.a2

ATTACHMENT B

METRO Advisory Committee Composition

1. VACANT - Nominated by Director Skillicorn
2. Dennis Papadopulo - Nominated by Director Spence
3. Donald N. Hagen Jr.- Nominated by Director Tavantzis
4. B. Jefferson LeBlanc- Nominated by Director Rotkin
5. R. Paul Marcelin-Sampson- Nominated by Director Norton
6. Mathew Melzer- Nominated by Chair Reilly
7. Lesley Wright- Nominated by Director Hinkle
8. Robert Yount- Nominated by Vice-Chair Keogh
9. James Sheldon – Nominated by Director Ainsworth
10. Dan Alper – Nominated by Director Stone
11. Stuart Rosenstein – Nominated by Director Beautz

S-13. b1

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

NOTICE OF ACTION TAKEN IN CLOSED SESSION MEMORANDUM

DATE: February 11, 2005

TO: Board of Directors

FROM: Margaret Gallagher, District Counsel

SUBJECT: Notification Of Actions Taken In Closed Session Regarding The Following
Claims On The Dates Indicated:

Settlement with Frank Sloan on 1/14/05

Settlement with Frank Sloan

On January 14, 2005, in closed session the Board of Directors authorized a settlement of Frank Sloan's workers' compensation claim 12422029 in the amount of \$49,370.00, less permanent disability advances previously paid, by way of Compromise and Release. The following directors authorized the settlement: Beautz, Bustichi, Hinkle, Keogh, Norton, Reilly, Rotkin, Skillicorn, Spence, Stone and Tavantzis. Pursuant to this direction, a Compromise and Release was executed and the funds were paid as specified above.

5-14.1

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: February 25, 2005
TO: Board of Directors
FROM: Robyn D. Slater, Human Resources Manager
**SUBJECT: CONSIDERATION OF REPORT ON WORKERS' COMPENSATION
EMPLOYEE CLAIMS**

I. RECOMMENDED ACTION

No action is required. This is an informational report only.

II. SUMMARY OF ISSUES

- The Workers' Compensation contract was awarded to a new Third Party Administrator at the January 28, 2005 Board meeting.
- During the discussion on January 14th Director Norton asked for information on METRO claims and the costs METRO has experienced over the past six (6) years.

III. DISCUSSION

Over the last two years the Board has requested more information on Workers' Compensation claims. Les White, General Manager stated the cost of Workers' Compensation benefits paid by METRO, as a self insured agency, needed to be reduced to assist in balancing the budget. Recent changes to the law also have the potential of reducing costs. A review of the current costs and claims information now can be helpful as a gauge for the effects of legislation and a change in Third Party Administrators. Attachment A is a chart showing the information that was requested for the time period 1999/2000 through 2004/2005.

IV. FINANCIAL CONSIDERATIONS

None

V. ATTACHMENTS

Attachment A: Workers' Compensation statistics

5-15.1

Attachment A

Claims opened by fiscal year	Still Open	Closed	Total Claims	Total paid	Total Outstanding	Avg cost per claim
1999/2000	8	66	74	1,086,438	536,115	21,926
2000/2001	13	64	77	988,414	491,802	19,224
2001/2002	13	79	92	942,088	696,419	17,810
2002/2003	22	68	90	562,368	469,528	11,466
2003/2004	10	49	59	223,638	194,311	7,084
2004/2005	18	12	30	22,396	110,897	4,443
Total (since '84)	121	1673	1,794	14,868,997	4,351,571	10,714

days lost 2004	
calendar	2,531
approximate wk	1,772

fiscal year	expenditures
1999/2000	1,044,229
2000/2001	991,812
2001/2002	1,252,290
2002/2003	1,801,644
2003/2004	2,171,632
2004/2005	1,489,828*
	* cost to date

Type of injury *	Claims submitted in 2004
strain/sprain	38
cumulative trauma	3
laceration/abrasion/contusion	12
stress	3
other	5
affected body part(s)*	
upper extremity	15
lower extremity	15
back and neck	18
shoulder	13
other	4
* an injury may be included in more than one category	

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: February 25, 2005
TO: Board of Directors
FROM: Robyn D. Slater, Human Resources Manager
**SUBJECT: INFORMATION REGARDING LONG TERM DISABILITY INSURANCE
USE AT OTHER TRANSIT DISTRICTS**

I. RECOMMENDED ACTION

No action is required. This is an informational report only.

II. SUMMARY OF ISSUES

- The current Long Term Disability (LTD) contract was awarded at the December 17, 2004 Board meeting.
- During the discussion Director Norton requested a comparison of METRO's LTD experiences to other like sized California transit districts.
- Using the American Public Transportation Association (APTA) directory, transit districts in California with similar employee populations (185-604) were identified.
- For purposes of comparison in Santa Cruz County, the County of Santa Cruz, the City of Santa Cruz and the City of Capitola were also contacted to determine their LTD experience.

III. DISCUSSION

In performing the survey of similarly sized transit agencies, it was determined that the only transit districts offering LTD to their entire employee population were transit systems that were a department of a city (Montebello and Santa Monica). The other two systems that offer any LTD benefit (Foothill and Riverside) only provided this benefit to their administrative staff.

IV. FINANCIAL CONSIDERATIONS

None

V. ATTACHMENTS

Attachment A: Long Term Disability Comparison Chart

5-16.1

LONG TERM DISABILITY COMPARISON CHART

<u>TRANSIT AGENCY</u>	<u>COVERAGE AVAILABLE</u>	<u>EXPERIENCE/COST</u>
Central Contra Costa (300 employees)	No	
Foothill (528 emsp)	Administrative personnel only	no claims 2002 -- present
Fresno Area Express (330 emps)	No	
Golden Empire (240 emps)	No	
Montebello (215 emps)	Yes	city department, cannot separate transit experience from total
Monterey/Salinas (230 emps)	No	
Riverside (604 emps)	Administrative personnel only	no claims 2002 -- present
San Joaquin (245 emps)	No	
Santa Barbara (185 emps)	No	
Santa Monica (380 emps) Mandatory, employees pays the entire cost.	Yes	Statistics unavailable (cost 1.23% of base wages)
Santa Cruz (321 emps)	Yes	claims: 2002: 11, 2003: 8, 2004: 5 (cost 0.012% payroll SEIU& MGT, 0.017% payroll UTU)
LOCAL		
City of Santa Cruz (800 emps) Does not include fire and police	Yes	claims: 2002: 5, 2003: 4, 2004: 2 (cost 0.01% payroll)
Santa Cruz County (2,372 emps)	Yes	Statistics unavailable
City of Capitola (70 emps) Cost includes short term and long term disability	Yes	1 or 2 per year (cost 0.77% payroll)

5-16.a1

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: February 25, 2005
TO: Board of Directors
FROM: Robyn Slater, Human Resources Manager
SUBJECT: PRESENTATION OF EMPLOYEE LONGEVITY AWARDS

I. RECOMMENDED ACTION

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

II. SUMMARY OF ISSUES

- None.

III. DISCUSSION

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

IV. FINANCIAL CONSIDERATIONS

None.

V. ATTACHMENTS

Attachment A: Employee Recognition List

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
EMPLOYEE RECOGNITION

TEN YEARS

None

FIFTEEN YEARS

Terry Gale, IT Manager

TWENTY YEARS

Randy Yagi, Sr. Customer Service Rep. (Retired February 11, 2005)
John Mellon, FM Lead Parts Clerk

TWENTY-FIVE YEARS

Mary C. Ferrick, Schedule Analyst (Held over from January)
Ruth Jones, Bus Operator

THIRTY YEARS

None

**Paratransit Coordination Task Force
Take from the matrix items from the 1/19/05**

February 3, 2005

TO: SCMTD Board of Directors

From: Pat Spence

The agenda packets for the February PCTF meeting may not be available prior to the February 11th Board meeting. In an effort to keep the Board up to date on at least the rudimentary items discussed at the January meeting, I have transcribe to the best of my recall following from the January 19th matrix of what was discussed. First attempts were to use the numbering as written but I found it easiest to bullet main points and state the short and long term goals. The comments that I recall are typed in gray tone and do not intend to represent that they will be what the RTC staff completes. I will update this information if or when possible.

XIV - Service between counties

A. Discussion Points

- I. Ease of use for client
- II.

Short terms recommendations

Calling either Community Bridges or Metro connects to either entity

This has been completed with the transfer options at both places and is /has worked well. Lift Line has not found the need to forward calls to Para Cruz recently

Red Cross has accessible vans for out of county rides and is listed in the RTC Specialized Transportation Guide as such

Long term recommendations

II. Customer service

Discussion Point

- What is the goal for hold times? What is the maximum acceptable hold times?
The Metro Para Cruz Customer Guide and Appeals Policy were included in the January agenda packet. Customer service points stated here have been in place since the paratransit contract with Community Bridges and addressed in these two documents.
- Should ADA eligibility be determined by trained professionals?
The suggestion was that physical therapist or occupational therapist working in such places as Dominican Hospital restorative care (or convalescent facilities?) be trained by Metro and work in conjunction to independently determine ADA eligibility.
- Who should be included in the ADA appeals panel?
It was suggested that all members of the Appeals Panel should be people with disabilities.

A further suggestion for service between counties was to include information on the fully accessible Highway 17 Express Service as an option for travel over the hill and possibility of applying for VTA ADA eligibility (or the 21 day period feature for ridership in another transit district.)

7.1

III. Trip quality.

Discussion Points

- What is the best way to help riders have a realistic expectation about pickup times?

Short Term

Long Term

Develop a Riders Bill of Rights which defines pick up windows, safety, cleanliness etc. and make suggestions for improvements

- How can people get to appointments on time?
"Ditto" long term above
- How can riders know about driver safety training?
"Ditto"
- What are the vehicle cleanliness requirements? How can this be relayed to riders?
"Ditto"
- What are reasonable travel times?
- What is the best way riders can make suggestions for improvements?

The 6 bullet items above are included in the Metro Para Cruz Customer Guide; driver training; service and maintenance standards.

IV. Communication between drivers and riders for schedule changes

Discussion points

- Can driver call riders when within 10 minutes of pickup?

Nextel radios used by Metro Para Cruz are used as two way communication between drivers and dispatch and do not have cell phone capabilities.

Making constant changes to an established manifest would make a driver off schedule for all rides if last minutes changes are made.

V. Affordability

Discussion points

- Should priorities be made for low income individuals (for low cost rides)

VI. Community input procedures

Discussion points

- How can the community continue to provide input and suggestions to the service providers?

Short Term

Coordinate with annual Unmet Needs meeting(s)

Responsibility: RTC

Long term

RTP (Regional Transportation Plan) update

Responsibility: RTC

VII. Accountability and system responsiveness

Discussion points

- How can the community stay apprised of how the systems is meeting the needs of the Community?

VII. County availability of accessible vehicle(including taxi scrip and regular taxi)

Discussion points

- Should private operators be required to make a certain part of their fleet accessible?
It was stated that the presently this is not an issue with both Courtesy Cab and Yellow Cab as both have accessible vehicles.

To advocate that DMV or licensing jurisdictions make this a requirement for taxi permits

- Should priorities be developed for the Taxi Scrip program?

It was suggested that Lift Line send letters to people on the list to see if they are not deceased; still living in the county; or no longer have a need for taxi scrip

The program presently has an age and/or income criteria and provides the ultimate flexibility for unexpected transportation need by giving access to private taxi.

VII. Clear transportation system understanding

Discussion points

- Should a flow chart or 'cheat sheet' be developed to assist people working with riders?
- Should the Guide have an eligibility assessment to direct riders to the appropriate rides?

X. Emergency Ride programs for paratransit and transit riders

- Should policies be in place to ensure that seniors and people with disabilities are not stranded?

The TMA Emergency Ride Home criteria was presented: is meant to encourage individuals who use alternative transportation such as buses and car pooling and to give transportation at unexpected times.

Background to Paratransit Coordination Task Force – Purpose and goals.

1. The letter to the Commission from Supervisor Mardi Wormhoudt dated December 17, 2003
(Note: Sentences underlined to bring out main objective and goals)

“.....There are concerns regarding the quality of service provided by the main paratransit agency, Community Bridges, and there are also concerns regarding the Transit District mandate preventing the comingling of rides paid for by different funding sources on one paratransit vehicle. In addition, the Transit District is considering taking the Americans with Disabilities Act (ADA) funded services in-house, which would result in two paratransit agencies operating separate services in the County.”

“Over the years other programs have developed focusing on different populations in need of these services and the paratransit agency has expanded the service it supplies. The passage of ADA, with its legal and financial impacts has fundamentally altered the context in which services are provided. Not only are the legal requirements strict, but financial implications are major.....”

“.....Therefore, I think it is necessary and important at this time for The Commission to act to bring together the various parties concerned about paratransit services and to help structure a process that can resolve the long-term issues. In relation to the more immediate issues, I don't think it would be beneficial for the Commission to get involved in the on-going discussions between the Transit District and Community Bridges regarding the provision of services under the current contract.”

“.....At the conclusion of this public hearing, direct staff to meet with the various stakeholders and return to the Commission by our April, 2004, meeting with a work program for responding to the long-term paratransit services issues and, also, with a recommendation for a broadly-based task force representing all stakeholders, as suggested by many community members, to seek mutually agreed upon solutions to the major problems that confront the paratransit system.....”

2. Minutes RTC February 5, 2004 Public Hearing

“.....Commissioner Wormhoudt, who wrote the letter that brought the matter before the Commission, said the issue is very complex. She said that the Metro and Lift Line did a good job and that it wasn't the Commission's job to interfere with the internal workings of the transit district. She said that while there wasn't more money to solve the problems, the Commission should be able to find a long term plan to help the clients who are asking for something better.....”

3. Staff report of the April 4, 2004 RTC meeting

“Goals and Issues

A number of reoccurring themes came out of the public hearing, discussions with community members and the stakeholder survey. These themes can be summarized in three proposed goals for the paratransit system:

Paratransit Task Force and Work Plan Page 2

- The paratransit system will use funding as efficiently and effectively as possible
- The paratransit system will strive to maximize customer service and satisfaction
- Legal mandates shall be observed

Staff has attempted to group the issues and concerns under the goals as shown in

Attachment 5

Paratransit System Goals and Issues

PROPOSED GOAL 1: The paratransit system will use funding as efficiently and effectively as possible.

Related Issues:

How to manage eligibility under various programs (clear criteria, centralized information and/or registration)

Advance scheduling (for rides more than 2 weeks away)

Available Funding and Resources

Coordination between paratransit services (ADA, TDA, other)

Co-mingling / combine duplicate services

Clear transportation system understanding and expectations (riders, case workers, counselors)

Co-mingling / combine duplicate services

Making the Bus More Accessible (sidewalks, land use, etc.)

Mobility Training

PROPOSED GOAL 2: The paratransit system will strive to maximize

customer service and satisfaction.

Related Issues:

Ease of use for client

Customer Service (phone hold times, timeliness of eligibility determination, etc.)

Trip quality (timeliness, safety, clean vehicles, support equipment in vehicles e.g. more hand grips etc.)

Communication between drivers & riders for schedule changes

Affordability

Community input procedures (riders, caregivers, and facilities)

Accountability and system responsiveness

Availability of Accessible Vehicles (incl. Taxi Scrip)

PROPOSED GOAL 3: Legal mandates shall be observed

Related Issues:

Assurance that legal requirements met (ADA, Area Agency on Aging, Medi-Cal)

Labor relations

4. Paratransit Coordination Task Force minutes June 16, 2004 – Revised Purpose and Goals (Note: underlined portions in this section are part of the minutes to note changes to original Goals and Issues.)

“Identify Overall Purpose & Goals

By consensus, the following issues were added or amended to the goals forwarded by the SCCRTC (shown in underline/strikeout format). The group indicated a desire to prioritize identified actions and differentiate between short and long term goals.

Goal 1: The paratransit System will use funding as efficiently and effectively as possible.

- Make the bus transit system and related infrastructure more accessible (e.g. sidewalks, coordination with planning/public works departments on land use, etc.)
- Increase ridership amongst those with functional abilities (e.g.~ Mobility Training)
- Maintain fair funding allocations without disadvantaging one group over another
- Encourage accessible multi-modal transportation choices

Goal 2: The paratransit system will strive to maximize customer service and satisfaction.

- Customer service (phone hold times, timeliness of eligibility determination, etc.)
- Countywide availability of accessible vehicles (including taxi scrip)
- Clear transportation system understanding/expectations and community outreach (riders, caseworkers, counselors) This item moved from Goal 1

Goal 3: Legal mandates shall be observed.

- Assurance that legal requirements will be met (ADA, Area on Aging, MediCal, TDA, CTSA, Motor Vehicle laws)

Goal 4: Increase funding for specialized transportation services.

DRAFT

**Paratransit Coordination Task Force
MINUTES – MEETING # 8**

Wednesday, January 19, 2005, 2:00 – 5:00 pm
Santa Cruz Civic Auditorium, ABC Room

Members Present:

Michael Bradshaw
Richard Camperud
Kathleen Johnson
Clay Kempf
Paul Marcelin-Sampson
Roger McKowan
Dennis Papadopulo
Carmen Robles
Stuart Rosenstein
Ernestina Saldana
Pat Spence
Arturo Zamudio

Alternates Present (* = voting):

James Monroe
Nicole Rosa*
Andy Schiffrin*

Staff Present:

Bryant Baehr, SCMTD
Karena Pushnik, SCCRTC
Tegan Speiser, SCCRTC
Link Spooner, Community Bridges

Others/Guests Present:

Sharon Barbour, MASTF

Due to lack of a quorum, Item #7, an informational update on ADA Paratransit Implementation was discussed prior to the meeting being called to order.

7. ADA Paratransit Implementation Update

a. Transition Update

Metro - Bryant Baehr distributed results of a survey of 12 transit agencies in our area and how they handle same-day paratransit ride changes ([Attachment 1](#).) Three allow some same-day changes (Sacramento, Muni, and Eastern Contra Costa). LA Access (8-10 providers in the LA basin that pool resources to provide service) allows changes and designed their service this way from the outset. VTA in Santa Clara County allows same-day changes, but charges riders 4 times the base fare for this flexibility. The criteria used to determine an emergency is an issue discussed by both Metro and this Task Force (TF) including concerns raised about preferential vs. discriminatory treatment.

Metro staff is asking their board to decide what type of reports on ParaCruz operational statistics they want included in agenda packets. A recommendation will go to the Metro Board in February. In the near future, Metro plans to survey the top 20-30 ride generators (ParaCruz destinations) to better understand their needs. The demonstration program with the Stroke Center and prepaid rides is going well. Metro has had a request to provide similar service to Twin Lakes Church. In response to a question about expanding prepaid service to other agencies, Metro staff responded that at this point, there do not seem to be any overly burdensome issues with the program. Some agencies such as VTA require all trips to be prepaid and a rider must have a positive balance in their account before they can book a trip. (This is not being recommended here.) Metro is starting to group more trips and using larger Goshen vehicles for these services. As requested by a member of the TF, Metro will bring a Goshen vehicle to the next TF meeting. Metro currently receives 350-400 calls a day for ParaCruz services.

A question was raised as to whether any data has been collected to determine efficient and effective service in terms of consumer satisfaction. Metro staff said that due to resource constraints, this type of survey is not conducted now even for the fixed route system. Any research that is conducted in the future would need to include riders on both fixed and paratransit systems.

Community Bridges (CB) – Link Spooner reported that the ADA paratransit service is now completely transitioned. They still receive a few calls mostly from doctor's offices. CB provides magnets to these entities with the new phone numbers and plans to follow up with a collateral piece.

In response to a question about ongoing coordination with ParaCruz for emergency ride changes or out of service area rides that then go into the service area, both agencies noted that they continue to communicate via emails and phone calls, but that there are no regularly scheduled coordination meetings. Metro staff feels that the out of area issue was resolved with a Metro bus stop change and by using TDA funds to cover two riders going to the Stroke Center.

A quorum was achieved and Andy Schiffrin called the meeting to order at 2:35pm.

- 1. Introductions** – Attendees introduced themselves
- 2. Oral Communications** – Bryant Baehr reported that he could bring the Goshen vehicle towards the end of the next TF meeting after Stroke Center service is finished for the day.

Pat Spence said she discovered another medical trip provider in the county: Central Coast Ambulance Services. They provide basic life transport services as opposed to advanced life transport. She provided information to RTC staff and said a representative of the ambulance company was available to make a presentation about their services to interested parties.

- 3. Additions or Deletions to the Agenda** – None

Consent Agenda

Re: Item #6, Information on Consolidated Transportation Agencies in California, Karena Pushnik circulated information from CalACT about CTSA designations throughout the state. Staff will put this information into a matrix and provide copies at the next meeting. *This item was removed from the consent agenda and continued to the next meeting.*

Re: Item #4, the December 15, 2004 Minutes, Paul Marcelin-Sampson had these changes:

- Page 4-3 Re: accommodating oversized wheelchairs, Metro staff said they have several oversized vans that can be used for these trips, not just one.
- Pages 4-4 and 8-14 Re: the recommendation about allowing a rider to stay on a single vehicle and have the trip billed to multiple sources, Mr. Marcelin-Sampson said that he voted against the recommendation because the motion didn't include any fiscal safeguards. Therefore, he doesn't think the words "in a financially prudent manner" as stated in the minutes were part of the motion that was passed. Staff will check this fact and report back at the next meeting.

(Bradshaw/Saldana) – The consent agenda was approved as amended with one abstention.

4. **Approved the Minutes** of the December 15, 2004 Paratransit Coordination Task Force as amended.
5. **Approved sending a letter to the RTC** requesting one additional meeting of the Paratransit Coordination Task Force to finalize the committee's recommendations.
6. **Continued this item to the next meeting:** Accept Information on Other Consolidated Transportation Service Agencies in California

Regular Agenda

7. **Discussed as an information item before the meeting was called to order - ADA** Paratransit Implementation Update
8. **Task Force Recommendations**
 - a. **Developed recommendations on remaining issues** re: Task Force Goal 1: Efficiency and Effectiveness and Goal 2: Customer Service and Satisfaction
 - b. **Continued to next meeting** - Develop preliminary recommendations on any issues not yet discussed
 - c. **Information item: Recommendations developed to date**

The Chair reminded the TF that it requested the RTC to approve one more meeting of this group. This final meeting in February will be spent finalizing recommendations. The Chair asked for the assistance of everyone present to use the remaining 2 ¼ hours of today's meeting to stay focused on getting through all the issues outlined for today.

Michael Bradshaw said that he wanted to encourage the elected officials appointed to the task force to attend the final meeting in February.

The Task Force continued the process of discussing and developing recommendations to address the final issue listed under Goal #1 and the issues listed under Goal #2. The Draft List of Preliminary Recommendations formulated so far will be distributed with the February 16, 2005 Task Force Agenda Packet. Specific issues discussed were:

- Service between counties
- Ease of use for clients
- Customer Service
- Trip quality (timeliness, safety, clean vehicles, etc...)
- Communication between drivers and riders for schedule changes
- Affordability
- Community input procedures
- Accountability and system responsiveness
- Countywide availability of accessible vehicles
- Clear transportation system understanding/expectations and community outreach

- Emergency Ride programs for paratransit and transit riders

Actions:

While there was generally consensus about the recommendations, a hand count vote was taken on six issues as noted in the actions recorded below:

- *As a long term goal, consider the creation of a single agency which would, at a minimum, administer the allocation of paratransit services and/or potentially be the provider of an integrated system of paratransit services. (Passed 7 to 4)*
- *Request Metro to consider the option of designating appropriate individuals at particular facilities to determine eligibility for ADA paratransit services using Metro's criteria and standards and operating under their supervision. (Passed 7 to 5)*
- *Members of Metro's ParaCruz Appeal Panel should be persons with disabilities who are users of the system and who have knowledge of the eligibility criteria. (Passed: 6 to 4)*
- *Provide a convenient, public forum for all paratransit agencies to get input on their services from users. (Passed: 7 to 2 vote with 1 abstention)*
- *Lobby state representatives to support requirements for all taxi vehicles to be accessible in the future (within the constraints of vehicle size); and lobby local elected officials to, through the permitting process, require local taxi operators to have a certain percentage of taxi fleets fully accessible (Passed: vote 6 to 4 with 1 abstention)*
- *Request all paratransit providers to consider adopting policies to allow same-day changes under criteria that they may adopt. (Passed: 7 to 2)*

9. No action was taken on this carryover item from December 2004 Meeting:

Example of Specialized Transportation Mobility Plan from Modoc County -
(<http://www.itsmn.org/ruralits2004/presentations/Couch.pdf>)

10. Confirmed next meeting and agenda topic:

If the Paratransit Coordination Task Force's request for an additional meeting is approved by the RTC at their February 3 meeting, the final meeting of the Task Force will be held on Wednesday, February 16, 2005 from 2:00 – 5:00p.m. in the ABC Room of the Civic Auditorium. The primary agenda topic will be to finalize all Task Force recommendations.

11. Adjourn – The meeting adjourned at 5:00 p.m.

Respectfully submitted by,

Tegan Speiser, Sr. Transportation Planner

7.10

Survey of Local Transit Agencies (Same day changes to pick up / drop times / locations)

Agency	Same Day Changes Allowed	Additional Fare	Notes
Monterey - Salinas Transit	NO	N/A	N/A
SamTrans - San Mateo	NO	N/A	N/A
AC Transit - Oakland	NO	N/A	N/A
San Louis Obispo Transit	NO	N/A	N/A
San Joaquin RTD - Stockton	NO	N/A	N/A
Santa Rosa CitiBus	NO	N/A	N/A
CCCTA - Concord / Walnut Creek	NO	N/A	N/A
Sacramento	Some Changes Allowed	N/A	Based on availability - minimal "same day" mostly centered on Medical Circumstances
San Francisco MUNI	Some Changes Allowed	N/A	Based on availability - minimal "same day" mostly centered on Medical Circumstances
Eastern Contra Costa Transit Authority / Pittsburg CA	Some Changes Allowed	N/A	Tries to Accommodate request
LA Access	YES	N/A	
Valley Transportation Authority	YES	4X Base Fare	Premium Service to Customers

14-5

7.11

Attachment 1

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: February 25, 2005
TO: Board of Directors
FROM: Mark Dorfman, Assistant General Manager
SUBJECT: PUBLIC HEARING: CONSIDER AUTHORIZING THE APPLICATION AND EXECUTION OF AN FTA GRANT FOR URBANIZED AREA FORMULA FUNDS FOR FY2005.

I. RECOMMENDED ACTION

Receive public comments. Adopt the attached Program of Projects and authorize an application for Federal Transit Administration Urbanized Area Formula Funds

II. SUMMARY OF ISSUES

- The Transportation Equity Act for the 21st Century (TEA-21) established the Urbanized Area Formula Program to provide financial assistance to public transit operators in urbanized areas with less than 200,000 population.
- Each year, the US Congress appropriates Federal funds for the Federal Transit Administration (FTA) Urbanized Area Formula Program in accordance with the statutory formula in TEA-21
- METRO must submit an application and execute a grant agreement with the FTA to receive these funds.
- METRO announced a public review period and the public hearing for the Program of Projects on February 10, 2005 for the application process.
- SCMTD's FY2005 Budget includes the FTA §5307 revenue for transit operations.

III. DISCUSSION

The Transportation Equity Act for the 21st Century (TEA-21) legislated programs within the Federal Transit Administration to provide financial assistance to public transit operators. In the Urbanized Area Formula Program, TEA-21 established a statutory formula to determine minimum allocations to public transit operators in urbanized areas with population under 200,000. The formula and eligibility requirements for the Urbanized Area Formula Program are codified in 49 USC §5307. The FTA designated Caltrans to administer the §5307 program for small operators such as METRO.

The Santa Cruz and Watsonville Urbanized Areas receive funding in the US Department of Transportation (DOT) and Related Agencies Appropriations Act each fiscal year. METRO and Monterey-Salinas Transit both operate public transit service in Watsonville and have an

10.1

agreement to split the Watsonville appropriation according to the proportion of service each provides.

The entire amount of FY 2005 FTA funding in the Section 5307 program is required for operating assistance.

IV. FINANCIAL CONSIDERATIONS

The FY2005 Urbanized Area Formula Program contributes \$3,021,556 to METRO's operating budget. Local sales tax funds the required match.

V. ATTACHMENTS

Attachment A: Program of Projects for FY2005 §5307 Funds

Santa Cruz Metropolitan Transit District
FY2005 Program of Projects
Using Federal Transit Administration Funds

The Santa Cruz Metropolitan Transit District (METRO), in accordance with 49 USC Part 5307 and 5309, proposes the following Program of Projects for funding assistance from the Federal Transit Administration.

The Federal Transit Administration allocated \$3,021,556 in federal funds through the California Department of Transportation to METRO for urbanized area public transit operating assistance during FY 2005. METRO proposes the following single project for all available FTA operating funds during FY2005:

1. FY2005 Operating Assistance: \$3,021,556 for public transit service operated from July 1, 2004 through June 30, 2005. This project subsidizes public transit conforming to land use and transportation plans in Santa Cruz County and will not cause negative environmental impacts or relocation of families or businesses.

If adopted by the Board, METRO staff will submit an application to the Federal Transit Administration for funding this program of projects, and the General Manager will execute a grant agreement authorizing the expenditure of funds for implementation.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: February 25, 2005
TO: Board of Directors
FROM: Leslie R. White, General Manager
SUBJECT: **CONSIDERATION OF THE REQUEST FROM THE CITY OF SCOTTS VALLEY AND THE SCOTTS VALLEY UNIFIED SCHOOL DISTRICT TO RECONFIGURE ROUTES #31 AND #32 TO REINSTATE SERVICE ON VINE HILL SCHOOL ROAD**

I. RECOMMENDED ACTION

That the Board of Directors approve a portion of the request from the City of Scotts Valley and the Scotts Valley Unified School District to reconfigure the Routes #31 and #32 to reinstate service on Vine Hill School Road.

II. SUMMARY OF ISSUES

- For many years METRO operated bus service on Vine Hill School Road in Scotts Valley.
- The operation of bus service on Vine Hill School Road provided public transportation service to the North section of Scotts Valley Drive, Vine Hill School, and Siltanen Park.
- In 2003 and 2004 residents in the vicinity of the Vine Hill School Road/Glenwood Drive intersection requested the removal of bus service.
- In an attempt to address the concerns of the Vine Hill School Road residents and simultaneously preserve service to the Vine Hill School and Siltanen Park METRO, in cooperation with the City of Scotts Valley reconfigured Route #31 to turn around in Siltanen Park parking lot owned by the City of Scotts Valley as a six-month demonstration project.
- To assist in initiating the demonstration project METRO paid \$4,153 for modifications of the parking lot owned by the City of Scotts Valley.
- Approximately one month after the initiation of the route change residents in the vicinity of the parking lot combined with representatives of the school crossing guards submitted a request that the Scotts Valley City Council order METRO to cease operating bus service through the parking lot.
- On May 19, 2004 the Scotts Valley City Council voted unanimously to direct METRO to cease operating buses through the parking lot at the soonest possible time.

- On June 16, 2004 the Scotts Valley City Council voted to request that METRO reroute the Route #31 bus to operate on Glenwood Drive and turn around at the Scotts Valley High School.
- On July 23, 2004 the Board of Directors approved the rerouting request from the Scotts Valley Council and implemented the route modification in the Fall 2004 Service Bid.
- The reconfiguration of the routes resulted in elimination of bus service to the Vine Hill Elementary School, which resulted in complaints from citizens, parents, and school officials.
- On November 23, 2004 Scotts Valley City Manager Charles Comstock and Scotts Valley Unified School District Superintendent Stephen Fiss transmitted a letter (attached) to METRO requesting that bus service to the Vine Hill Elementary School be reinstated.
- Staff members and the Service Planning and Review Committee (SPARC) conducted surveys and evaluated the ridership of Routes #31 and #32 as a part of developing a recommendation to respond to the letter for the City of Scotts Valley and the Scotts Valley Unified School District.

III. DISCUSSION

METRO operated bus service on Vine Hill School Road for many years. The bus service provided public transit access to residential areas, Vine Hill Elementary School and Siltanen Park. During 2003/2004 METRO received numerous complaints from individuals residing in the area close to the Vine Hill School Road/ Glenwood Drive intersection. Residents in this area complained about noise, vibration, and pedestrian safety issues. At that time METRO operated two trips in the morning and two trips in the afternoons on weekends. METRO also operated hourly weekday service in the mornings and every thirty-minute weekday service in the afternoons. In an attempt to address the continuing concerns of the residents and maintain public access to the park and the school METRO entered into an Agreement with the City of Scotts Valley for a six month demonstration project that would use the city-owned parking lot located opposite of Siltanen Park as the turn-around for Route #31. As a part of the Agreement with the City of Scotts Valley, METRO invested \$4,153 to make improvements to the pavement and to reconfigure parking areas. The improvements were designed to maintain pavement integrity and to insure that there was adequate space for the bus turning radius requirements without creating any auto/bus conflicts.

After approximately one month of operating the Route #31 service using the parking lot turn-around a group of concerned individuals representing area residents and the school crossing guard approached the Scotts Valley City Council regarding the service. At the May 19, 2004 meeting of the City Council the individuals indicated that they believed that the use of the

parking lot for a turn-around was unsafe and requested that the City order the buses to leave. In response to the concerns expressed by the citizens the Scotts Valley City Council voted unanimously to request that METRO discontinue using the parking lot as a turn-around for buses.

The proposal to return Route #31 to its former configuration caused the residents in the Glenwood Drive/Vine Hill School Road intersection vicinity to re-assert their concerns and objections to having the buses operate on Vine Hill School Road. On June 16, 2004 the Scotts Valley City Council voted to request that METRO reconfigure the Route #31 service to operate on Glenwood Drive on all trips and to use the Scotts Valley High School as a turn-around. On July 23, 2004 the Board of Directors approved the reconfiguration of Route #31 to use Glenwood Drive and turn around at the Scotts Valley High School. The change in route operations was implemented with the Fall 2004 Bid. At that time all service to the Vine Hill Elementary School was eliminated.

The elimination of service from the Vine Hill Elementary School resulted in complaints from some citizens and parents. This service change has received extensive attention by the Scotts Valley Banner newspaper. On November 23, 2004 Scotts Valley City Manager Charles Comstock and Scotts Valley School Superintendent Stephen Fiss sent a letter to METRO requesting that service be at 8:00 am and 3:00 pm be reinstated to the Vine Hill School. They also requested that a special trip at 1:00 pm on Thursdays be added to the schedule. A copy of the November 23, 2004 letter is attached to this Staff Report.

When METRO staff examined Routes #31 and #32 as a part of the service review necessitated by the letter from the City of Scotts Valley and the School District it was found that the ridership on the segments of the route North of Granite Creek Drive were low when compared to the rest of the system. The service cut that was approved by the Board of Directors eliminated all weekend service on route #31 and provided service at a level of two weekday morning trips and four weekday afternoon trips on Route #31. There are also three weekday afternoon trips on Route #32. Attachment C outlines the current service that is provided in this area.

In order to match the Routes #31 and #32 to the usage levels and respond to the request from the City Manager and School Superintendent the METRO staff and the members of the SPARC recommend that the 7:25 am and 2:25 pm Route #31 trips be modified using a "double loop" to serve the Vine Hill Elementary School. It is further recommended that, based on ridership and operating needs, the 3:25 pm and 4:25 pm Route #31 trips be reconfigured to turn South on Granite Creek and return to Santa Cruz via Highway 17. Lastly the Staff and SPARC members recommend that the 3:55 pm trip on the Route #32 be eliminated due to low ridership and that the service hours be redeployed to other routes where ridership needs warrant additional service.

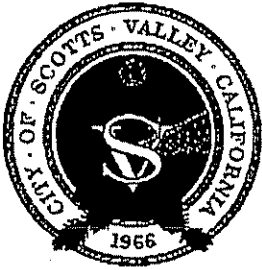
The service changes for the March 2005 Bid have already been incorporated into the Letter to UTU Local 23 as required by the current Labor Agreement. Therefore the service changes outlined in this Staff Report are recommended to be implemented in the June 2005 Bid.

IV. FINANCIAL CONSIDERATIONS

The modification of Routes #31 and #32 will have no negative financial effect on the 2004/2005 METRO Operating Budget. The elimination of the 3:55 pm trip will allow \$12,500 in service costs to be redeployed to other areas.

V. ATTACHMENTS

- Attachment A:** November 23, 2004 Letter from Charles Comstock and Stephen Fiss.
- Attachment B:** Service Change Proposal from Service Review and Planning Committee
- Attachment C:** Route Map and Schedule for Routes #31 and #32

Attachment **A**

CITY OF SCOTTS VALLEY

OFFICE OF THE CITY MANAGER

One Civic Center Drive • Scotts Valley • California • 95066
Phone (831) 440-5600 • Facsimile (831) 438-2793 • www.scottsvally.org

November 23, 2004

Mr. Leslie R. White, General Manager
Santa Cruz Metropolitan Transit District
370 Encinal Street, Suite 100
Santa Cruz, CA 95060

Dear Mr. White:

As you indicate in your July 27, 2004 letter, on June 16, 2004 the City Council did agree with your recommendation that the preferred routing for the service north of Granite Creek in Scotts Valley would be to use Glenwood Drive to the High School on all the trips. As you are aware, this has caused some difficulties for several families who were dependent upon the previous route that went up Scotts Valley Drive to Vine Hill School.

At a joint subcommittee meeting on November 17, 2004 with the Scotts Valley Unified School District and the City Council, this item was discussed in some detail, and the subcommittee has asked that you consider the following route change in order to accommodate the families.

The bus route be changed such that it stops at Vine Hill School on the following days and times:

1. 8:00 am, Monday through Friday
2. 3:00 pm, Monday, Tuesday, Wednesday, and Friday
3. 1:00 pm, Thursday

It is my understanding that with those changes the families in questions would be served, and the impact on the Vine Hill School neighborhood will be minimal. We would hope that you could change this route as soon as possible in order to accommodate the families. Please let me know the effective date of the route change.

If you have any questions, please call me at 440-5600.

Sincerely,

Chuck Comstock
taf

Charles A. Comstock, City Manager
City of Scotts Valley

Step Fiss
pk

Stephen A. Fiss, Superintendent
Scotts Valley Unified School District

Attachment B

Recommendation

Staff recommendation would be the following:

Route 31

6:55 am – Serves SVHS

7:25 am – Serves SVHS and Vine Hill

1:25 pm – Serves SVHS

2:25 pm – Serves SVHS and Vine Hill

3:25 pm – Returns to Santa Cruz at Granite Creek

4:25 pm - Returns to Santa Cruz at Granite Creek

Route 32

2:15 pm - Serves SVHS

2:55 pm - Serves SVHS

3:55 pm – Eliminate

13. b 1

31 Scotts Valley/Santa Cruz via Hwy. 17



Bus Leaves from Lane 3 METRO CENTER	Bus Leaves from Graham Hill & Treetop	Bus Leaves from Scotts Valley Transit Center	Bus Leaves from Scotts Valley High School	Bus Leaves from Burlwood & Granite Creek	Bus Leaves from Ocean & Water	Bus Arrives at METRO CENTER
A	B	C	F	E	H	A

MON - FRI						
am	6:55	7:05	7:18	7:30	—	7:40 7:53
	7:25	7:35	7:45	7:57	—	8:07 8:20
pm	1:25	1:35	1:45	1:57	—	2:07 2:20
	2:25	2:35	2:45	2:57	3:00	3:12 3:25
	3:25	3:35	3:45	3:57	—	4:07 4:20
	4:25	4:35	4:45	4:57	—	5:07 5:20

All buses on this route are lift equipped.
Some stops on this route may not be wheelchair accessible.



31 Scotts Valley/Santa Cruz via Hwy. 17

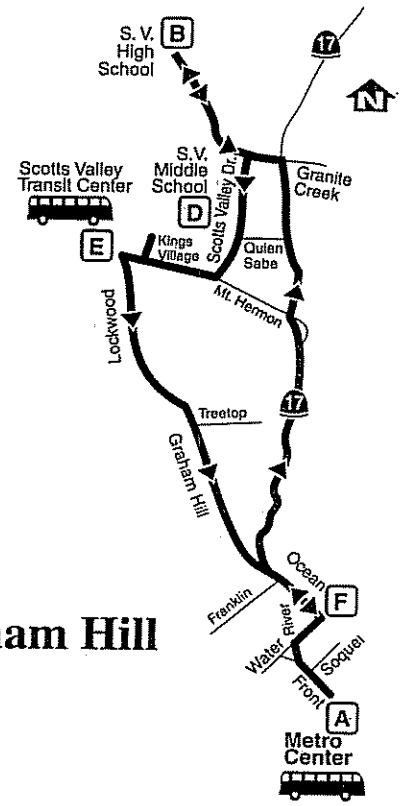
32 Graham Hill



Bus Leaves from Lane 3 METRO CENTER	Bus Leaves from Scotts Valley High School	Bus Leaves from Scotts Valley Middle School	Bus Leaves from Scotts Valley Transit Center	Bus Leaves from Ocean & Water	Bus Arrives at METRO CENTER
A	B	D	E	F	A

MON - FRI					
pm	2:15	2:38	2:45	2:50	2:58 3:55
	2:55	3:18	3:25	3:30	3:38 3:50
	3:55	4:18	4:12	4:17	4:25 4:45

All buses on this route are lift equipped.
Some stops on this route may not be wheelchair accessible.



32 Graham Hill

ROUTES 20, 31 & 32

13. C1

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: February 11, 2005
TO: Board of Directors
FROM: Margaret Gallagher, District Counsel
SUBJECT: CONSIDER AUTHORIZING THE GENERAL MANAGER TO EXECUTE A NEW LEASE FOR THE PROPERTY LOCATED AT 111 DUBOIS STREET FOR A FIVE-YEAR TERM AND AN OPTION TO EXTEND THE LEASE FOR AN ADDITIONAL FIVE-YEAR PERIOD

ACTION REQUESTED AT THE FEBRUARY 11, 2005 BOARD MEETING

I. RECOMMENDED ACTION

Authorize the General Manager to execute a new Lease between the Santa Cruz Metropolitan Transit District and the 1977 Juliano Trust for the property located at 111 Dubois Street, for a five year term and an option to extend the Lease for an additional five years

II. SUMMARY OF ISSUES

- The Santa Cruz Metropolitan Transit District has an existing lease with the 1977 Juliano Trust for the lease of the property located 111 Dubois Street for the Fleet Maintenance yard.
- The lease term expires on February 28, 2005.
- The owners of the property, Nick and Dawn Iuliano have drafted a new Commercial Lease for the District's review to lease the property beginning March 1, 2005 for a five-year term.
- The Lease draft provides for an option to extend the Lease by an additional five-year term under the same terms and conditions except the rent amount with a requirement that Tenant provide written notice within 180 days of the termination date.
- Santa Cruz METRO anticipates that it will not have a need to occupy 111 Dubois after the completion of its MetroBase facility, however, A Tool Shed desires to be an Assignee on the Lease to take over the Lease at the time that METRO moves from 111 Dubois to 1122 River Street. The Lease draft includes language to provide for A Tool Shed to be an Assignee on the Lease.

III. DISCUSSION

The District's Fleet Maintenance Shop is located at 111 Dubois Street. The property has been leased for the bus repairs and maintenance shop since March 1, 1998 for a period of seven years.

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The current lease expires on February 28, 2005 with no option to extend the Lease for an additional term.

The Landlords and owners of the property, Nick and Dawn Iuliano have drafted a new Commercial Lease with the initial term beginning March 1, 2005 and terminating on February 28, 2010. However, the Lease draft also provides for an option to extend the Lease for an additional five-year period beginning March 1, 2010 and terminating on February 28, 2015, with a requirement that tenant provide written notice of its intent to exercise its option to extend the Lease within 180 days of the termination date.

Because METRO will have no need to occupy 111 Dubois Street after the completion of its MetroBase Project, and A Tool Shed has expressed its desire to lease 111 Dubois, the Lease provides language for A Tool Shed to be the Assignee on the Lease, to assume all right, title, interest and obligation in the Lease Agreement and occupy the premises.

The leased premises comprise of approximately 10,800 square feet of downstairs space and approximately 1,500 square feet of upstairs space. The minimum monthly rent is subject to a CPI adjustment at the end of each year, not to be less than 3% or more than 6% of the current rent amount, on the anniversary date of the Lease.

IV. FINANCIAL CONSIDERATIONS

TO BE DISCUSSED IN CLOSED SESSION.

V. ATTACHMENTS

Attachment A: Draft Commercial Lease

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COMMERCIAL LEASE

This commercial lease is made at Santa Cruz, California, and is effective once signed by the parties set forth below. The Parties to this commercial lease are IULIANO 1977 TRUST, (hereinafter called "Landlord") and SANTA CRUZ METROPOLITAN TRANSIT DISTRICT, (herein called "Tenant") and A tool Shed, Inc. (hereinafter called Assignee).

RECITALS

- A. WHEREAS, Landlord desires to lease to Tenant, and Tenant desires to lease from Landlord, upon the terms and conditions hereinafter set forth, those certain premises located on Landlord's real property which is situated on 111 Dubois Street, Santa Cruz, Santa Cruz County, California. The premises leased to Tenant, which consist of all "usable space" in the building located at 111 Dubois Street, are shown on that certain diagram attached hereto, marked Exhibit "A" and incorporated herein by this reference (the "Premises");
- B. WHEREAS, Tenant is in the process of acquiring property for its Metro Base Project, an operations and maintenance complex, to be located in the Harvey West area in the City of Santa Cruz;
- C. WHEREAS, Tenant purchased the property located at 1122 River Street, Santa Cruz, California currently occupied by Assignee-A Tool Shed, Inc. and has issued Assignee a notice to vacate;
- D. WHEREAS, Tenant anticipates that upon the completion of its Metro Base Fleet Maintenance Facility, it will no longer have a need to occupy 111 Dubois, Santa Cruz and Assignee desires to assume all right, title, interest and obligations in this lease agreement from Tenant and occupy the Premises itself.

Now, therefore, the parties hereto, incorporating the above recital as part of their agreement, and in consideration of the mutual covenants, terms and conditions set forth herein, agree as follows:

AGREEMENT**1. TERM**

The term of this Lease shall be FIVE (5) years and shall commence on 01 March 2005, and expire 29 February 2010. So long as this Lease has not previously been terminated, and so long as Tenant is not in default under any of the provisions of this Lease, such party shall have the right to extend the term of this Lease for an additional five (5) year term, from the expiration date hereof, said extended term being subject to the same terms and conditions contained in this Lease except that rent for the extended terms shall be as

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provided in the paragraph entitled "Rent", below. The party in possession shall exercise its right to extend the term of this Lease by giving Landlord written notice of its intent to extend same for the additional five (5) year period, at least one hundred eighty (180) days, but not earlier than two hundred forty (240) days, prior to the expiration date of the term.

2. RENT.

Tenant shall pay to Landlord as the rent for the Premises which comprises of approximately 10,800 sq. ft. OF DOWNSTAIRS SPACE the sum of [REDACTED] (\$ [REDACTED]) and approximately 1,600 sq. ft. OF UPSTAIRS SPACE (currently occupied space of 12,400 square feet not including the 540 square feet of office space occupied by Landlord) shown on that certain diagram attached hereto, marked Exhibit "A" and incorporated herein by this reference (the "Premises"); [REDACTED] (\$ [REDACTED]) totaling \$ [REDACTED] plus all property taxes (actual bill each year) and any and all assessments levied by the County or City of Santa Cruz, commencing on the Commencement Date, and payable on the first day of each and every month thereafter. If Tenant shall decide he wants the entire UPSTAIRS including the office now occupied by Landlord, the "total useable" space available is 12,940 square feet and total rent for the first year will be \$ [REDACTED] with an adjustment for the second year. The same terms and conditions will apply. Rent shall be prorated for the first and last months of the term of this Lease should the Commencement Date not fall upon the first day of a calendar month. On the Assignment date of the Lease, Tenant shall pay to Landlord, prior to Commencement Date of this Lease Agreement, the sum of one month's rent, which shall constitute advance payment of the first month's rent of the Lease term. All rental payments shall be in lawful money of the United States of America, without deduction or offset whatsoever. Any and all improvements will solely be the Tenant's responsibility.

Should Tenant exercise its right to extend the Lease term for the additional five (5) year period, as described in Paragraph 1, above, rent for the extended term shall consist of base rent plus all property taxes (actual tax bill) and any assessments.

3. RENT ADJUSTMENT.

The minimum monthly rent provided for in Paragraph 2, above, shall be subject to adjustment at the end of each year during the Lease term, including any extension thereof, beginning twelve (12) months from the Commencement Date of the lease term, (the "Adjustment Date"), according to the following computation: The base for computing the CPI Adjustment is the Consumer Price Index (All Items) for All Urban Consumers for the San Francisco-Oakland-San Jose Area Metropolitan Area based on the standard reference base of 1982-84 equals 100, as published by the U.S. Department of Labor's Bureau of Labor Statistics, ("CPI") adjusted to the publication date which is the date nearest the commencement date of this Lease, herein called the "base figure".

The CPI for the adjustment date shall be that CPI which is published prior to but nearest the adjustment. In no event shall the adjusted increase be less than 3% or more than 6% each year at the anniversary date of the Lease.

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The increase in the minimum monthly rent or base rent, as provided herein, shall be payable monthly on the first day of each and every month commencing on the thirteenth month of the Lease term, and ending on the last day of the Lease term, or any extension thereto, subject to subsequent adjustments after the thirteenth month. In no event, however, shall the minimum monthly rent be less than the monthly base rent plus taxes.

If the described Index shall no longer be published, another generally recognized as authoritative shall be substituted by agreement of the parties. If they are unable to agree within thirty days (30) after demanded by either party, the chief officer of the San Francisco Regional Office of the Bureau of Labor Statistics shall on application of either party select the substitute index, or by said officer within (30) thirty days from the date application is made by either party.

4. LATE PAYMENT.

In the event that any monthly payment is delinquent for a period of five (5) days or more, Tenant shall pay to Landlord as and for a late payment the sum of six percent (6%) of the delinquent monthly rental payment which shall be payable with the delinquent monthly rental payment.

5. TAXES ON THE PREMISES.

Tenant hereby agrees to be responsible for all real property taxes and assessments levied by the County of Santa Cruz or any other governmental agency against Landlord's real property and improvements thereon as described in Exhibit "B", attached hereto, during the term of this Lease, including extensions which is equal to the total square footage in Exhibit "A" which constitutes the Premises. Within thirty (30), days after the end of each calendar year, Landlord will give to Tenant a written statement of the actual real property taxes and assessments for the prior calendar year. Within fifteen (15) days after said statement is given, an adjustment will be made by payment to Landlord, as the case may require, so that Tenant shall have paid (100%) of real property taxes and any assessments assessed. Notwithstanding the above, Tenant shall be solely responsible for the payment of any increase in real property taxes arising out of Tenant's leasehold improvements, whether or not of a permanent nature.

If this Lease expires prior to the determination of the amount of such taxes and assessments for the last year in which the Lease expiration occurs, Tenant shall nevertheless promptly pay such percentage following notice from Landlord appropriately prorated for the portion of the Lease term that falls within such last year.

6. TAXES ON TENANT'S PROPERTY.

Tenant shall be liable for all taxes levied against any personal property or trade fixtures placed by Tenant in or about the Premises. If any such taxes on Tenant's personal property or trade fixtures are levied against Landlord or Landlord's property, and if Landlord pays

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same, which Landlord shall have the right to do regardless of the validity of such levy, or if the assessed value of Landlord's Premises is increased by the inclusion therein of a value placed upon such personal property or trade fixtures of Tenant, and if Landlord pays the taxes based upon such increased assessment, which Landlord shall have the right to do regardless of the validity thereof, Tenant, upon demand shall, as the case may be, repay to Landlord the taxes so levied against Landlord, or the proportion of such taxes resulting from such increase in the assessment.

Tenant shall be responsible for payment of any business, gross receipts or similar tax or charge penalties and interest thereon imposed by any governmental agency that arises as a result of Tenant's use of the Premises.

7. USE.

The Premises are to be used for major maintenance, parts storage and other related uses including but not limited to steam cleaning and for no other purposes without the prior written consent of Landlord. The business conducted by the Tenant on the Premises shall be of a character and nature that will not be detrimental to the value of the Premises. No use shall be made or permitted to be made of the Premises, nor act done in or about the Premises, which will in any way conflict with any law, ordinance, rule or regulation affecting the occupancy or use of the Premises, which are or may hereafter be enacted or promulgated by any public authority, or cause a cancellation of any insurance policy covering the building or any part thereof. Nor shall Tenant permit to be kept, or use in or about the Premises, any article which may be prohibited by the standard form of fire insurance policy maintained by Landlord. Tenant shall not commit, or suffer to be committed, any waste upon the Premises, or any public or private nuisance, or other act or thing which may disturb the quiet enjoyment of any other tenant in the building, nor, without limiting the generality of the foregoing, shall Tenant allow said Premises to be used for an improper, immoral, unlawful, or unethical purpose, or for sleeping or residential purposes.

8. LANDSCAPING.

Tenant shall maintain the landscaping, all improvements and any facilities situated thereon and required in connection therewith.

9. PARKING.

Tenant shall have exclusive use of the parking area for the length of the lease term or any extension thereof. Notwithstanding the above, landlord shall have the right to reserve up to six (6) parking spaces for future use of office space if required by Governmental authorities. The location will be mutually agreed upon at said time.

10. ASSIGNMENTS AND SUBLETTING.

Tenant shall not, either voluntarily or by operation of law, assign, sell, encumber, pledge or otherwise transfer all or any part of Tenant's leasehold estate hereunder, or permit the Premises to be occupied by anyone other than Tenant or Tenant's employees, or sublet the

Premises or any portion thereof, without Landlord's prior written consent. Landlord's consent shall not be unreasonably withheld provided.

(i) The same quality of business and financial soundness of ownership and management is maintained and will continue to be maintained in a manner compatible with the high standards contemplated by this Lease.

(ii) That each and every covenant, condition or obligation imposed upon Tenant by this Lease, and each and every right, remedy or benefit afforded Landlord by this Lease is not thereby impaired or diminished;

(iii) Tenant remains liable for performance of each and every obligation under this Lease to be performed by Tenant:

(iv) As to subletting, Landlord shall receive One Hundred Percent (100%) of the gross rent paid by any assignee/sub-tenant in excess of the gross rent otherwise payable to Landlord pursuant to this Lease:

(v) Tenant reimburses Landlord for Landlord's reasonable costs and professional fees (legal and/or accounting) incurred in conjunction with the processing and documentation of any such requested assignment or subletting of this Lease by Tenant.

If Tenant desires at any time to assign this Lease, or sublet any portion of the Premises, Tenant shall first notify Landlord of its desire to do so and shall submit in writing to Landlord, at least thirty (30) days but not more than sixty (60) days before the intended date of assignment/subletting, the name of the proposed assignee/subtenant, the nature of the proposed assignee/s/subtenant's business to be carried on in the Premises, the terms and provisions of the proposed assignment/subletting, and such reasonable financial information as Landlord may request, certified by the proposed assignee/subtenant as being true and correct as of the date of certification.

B. Landlord agrees that Tenant may vacate the Premises upon the completion of the Metro Base Fleet Maintenance facility by providing Landlord and Assignee 90 days' written notice. Tenant shall surrender the Premises in a clean and neat condition. Tenant may remove any equipment it brought into the Premises during the Lease Term and that is listed in Exhibit B. If the removal of such equipment causes any damage to the Premises, Tenant must repair the premises at its sole cost and expense. Upon vacation of the Premises, Tenant shall have no further right, title, interest, or obligation to Landlord or to Assignee pursuant to this Lease Agreement.

C. Once Assignee occupies the Premises, it shall assume all of Tenant's rights, title, interest and obligations in the lease agreement and the premises thereof. Assignee, upon occupation of the Premises, shall be the "Tenant" under this lease agreement with all the attendant rights and obligations therein. Assignee agrees to accept the Lease, to pay all rents and punctually perform all of the Tenant obligations under the Lease occurring on

and after the date of delivery of possession to the Assignee as contained herein. The Assignee further agrees to indemnify and save harmless the Tenant (Santa Cruz Metropolitan Transit District) from any breach of the Assignee's obligations hereunder.

11. REPAIRS AND ALTERATIONS.

Tenant agrees by taking possession of the Premises that such Premises are then in a tenantable and good condition. Tenant will take good care of the Premises and promptly notice the Landlord in writing of any damage caused thereto by the Tenant, its employees or invitees and will not make any repairs or alterations without written permissions of Landlord first had and obtained, and consent for same shall not be unreasonably withheld by Landlord.

Landlord shall be under no obligation to make any repairs, alterations or improvements to or upon the Premises, or any part thereof. Landlord shall at its sole cost and expense, at all times during the term hereof, repair and maintain the roof, exterior walls (not including plate glass, doors, and roll-up doors) and foundations of the building in which the Premises are located; provided that Tenant shall reimburse Landlord for the cost and expense of repairing any and all damage to the roof, foundation or exterior walls of the Premises resulting from the acts or omissions of Tenant, Tenant's agents, employees, customers or other invitees.

Tenant shall, except for the intentional or negligent acts or omissions of Landlord, its agents, or employees, or third parties at its sole cost and expense, at all times during the term hereof, keep and maintain the Premises, the improvements thereof and every part thereof including but not limited to plate glass, doors, roll up doors, heating, ventilating, plumbing, and air conditioning equipment, store fronts, awnings and the parking lot in good and sanitary order, condition and repair and in compliance with all laws and regulations applicable thereto. Tenant covenants regularly to inspect and maintain in good order and repair all grease traps and vents, if any, and to provide cleaning of it on a regular basis as reasonably required.

12. TRADE FIXTURES.

Subject to the provisions of Paragraph 11, above, Tenant may install and maintain its trade fixture on the Premises, provided that such fixtures, by reason of the manner in which they are affixed, do not become an integral part of the building or Premises. Tenant, if not in default hereunder, may at any time or from time to time during the term hereof, or upon the expiration or termination of this Lease, alter or remove any such trade fixtures so installed by Tenant, and any damage to the Premises caused by such installation, alteration or removal of such trade fixtures shall be promptly repaired by Tenant at the expense of Tenant. If not so removed by Tenant within thirty (30) days of the expiration or sooner termination of this Lease, said trade fixtures shall, at Landlord's option, become the property of Landlord or Landlord, at his option, may remove said trade fixtures and the cost of such removal shall be paid by Tenant to Landlord upon demand.

13. DAMAGES OR DESTRUCTION.

In the event the Premises, or the building or other improvements in which the Premises are located, shall be damaged by fire, earthquake, the elements or other casualty and that the cause of said damage is covered by insurance so that the damage thereto is such that the Premises, or the building and other improvements in which the Premises are located, may be repaired, reconstructed or restored within a period of ninety (90) days, Landlord shall promptly commence the work or repair, reconstruction and restoration, and shall diligently prosecute the same to completion at Landlord's expense. During this period of time, this Lease shall continue in full force and effect except that Tenant shall not be liable for monthly rent if the Premises are totally destroyed or unusable for safety and health reasons as determined by the applicable municipal safety and health departments, so long as this restriction is not caused by Tenant. Tenant would be liable only for monthly rent in proportion to usable space if partially destroyed. If the Premises, or the building or other improvements in which the Premises are located, cannot be restored within ninety (90) days, either Tenant or Landlord has the option to terminate this Lease by giving written notice to the other. If the insurance is not sufficient to fully pay for the repairs, reconstruction or restoration, Landlord shall notify Tenant in writing of same and Tenant shall have the option to pay the cost of said repairs, reconstruction or restoration over and above the available insurance proceeds. Should Tenant not elect to pay said excess costs, either party may terminate this Lease by giving written notice of it to the other party.

14. ENTRIES AND INSPECTION.

Tenant will permit Landlord and his agents to enter into and upon the Premises at all reasonable times and upon reasonable notice for the purpose of inspecting the same, or for the purpose of protecting the interest therein of Landlord, or to post notices of non-responsibility, or to service or make alterations, repairs or additions to the Premises or to any other portion of the building in which the Premises are situated, including the erection of scaffolding, props, or other mechanical devices, with rebate of rent to Tenant for any material loss of occupancy or quiet enjoyment of the Premises, or damage or injury thereby occasioned, and will permit Landlord, at any time within ninety (90) days prior to the expiration of this Lease, to bring prospective tenants upon the Premises for purposes of inspection or display.

15. HOLD HARMLESS AND NON-LIABILITY OF LANDLORD.

Tenant agrees to and shall defend, indemnify and hold Landlord and the property of Landlord harmless from and against all claims, liability, loss and expense by reason or injury to person or property or both, including, without limitation, injury to the person or property of Tenant, its agents, officers, employees, licensees or invitees arising out of the condition of the Premises or any portion thereof over which Tenant has control and a duty to repair and maintain under the terms of this Lease, provided, however, that this covenant shall not apply to injury to person or property resulting from acts or omissions of Landlord, his agents, employees or third parties.

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16. UTILITIES.

Tenant shall be responsible for the payment of the cost of all utilities serving the Premises, which are separately metered and shall be responsible for One Hundred (100%) of water, sewer, garbage, backflow tests, plumbing and outside lighting during the term and any extension of this agreement.

17. NOTICES.

Any notice required to be given pursuant to this Agreement shall be given in writing to the other party and delivered either personally or by depositing the same in the United States postal service, registered or certified mail, return receipt requested, with the postage prepaid, addressed to the parties as follows:

Landlord:

IULIANO 1977 TRUST,
2140 41st AVE. SUITE 200
CAPITOLA, CA 95010

Tenant:

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
Attn: Leslie White
General Manager
370 Encinal Street
Suite 100
Santa Cruz, CA 95060

Assignee:

Larry Pedersen
Dba A Tool Shed, Inc.
55 e. Hamilton Avenue
Campbell, CA 95008

Any notice delivered by mail shall be deemed delivered forty-eight (48) hours after deposit in the United States postal service mail. Either party may change the address to which any notice is to be delivered by compliance with the provisions of this Paragraph.

18. BANKRUPTCIES AND INSOLVENCY.

The filing or commencement of any proceeding by or against Tenant under the Federal Bankruptcy code whether voluntary or involuntary, if not dismissed within (60) sixty days from the date of filing, shall constitute a default under this Lease.

19. RECEIVERSHIP.

Either the appointment of a receiver to take possession of all, or substantially all, of the assets of any Tenant or garnishment of or levy or writ of execution on, all or substantially all of the assets of any Tenant which remains in effect for more that sixty (60) days, or a general assignment by any Tenant for the benefit of creditors, shall constitute a breach of this Lease by Tenant.

20. DEFAULT AND REMEDIES.

The occurrence of any one or more of the following events shall constitute a material default and breach of this Lease by Tenant:

(i) The vacating or abandonment of the Premises by Tenant (which shall be conclusively presumed if Tenant leaves the Premises closed or unoccupied continuously for thirty (30) days.

(ii) The failure by Tenant to make any payment of rent or any other payment required to be made by Tenant hereunder as and when due and after five (5) days written notice to Tenant by Landlord to pay same.

(iii) The occurrence of an event described in Paragraphs "Bankruptcy and Insolvency" and "Receivership", hereof.

(iv) The failure by Tenant to observe or perform any of the covenants, conditions or provisions of this Lease to be observed or performed by Tenant, other than described in subparagraph (ii) and (iii), above, where such failure shall continue for a period of thirty (30) days after written notice thereof from Landlord to Tenant.

In the event of any such material default or breach by Tenant, Landlord may at any time thereafter, with or without notice or demand and without limiting Landlord in the exercise of any right or remedy, which Landlord may have by reason of such default or breach:

(i) Terminate Tenant's right to possession of the Premises by any lawful means, in which case this Lease shall terminate and Tenant shall immediately surrender possession of the Premises to Landlord. In such event, Landlord shall be entitled to recover from Tenant all damages incurred by Landlord by reason of Tenant's default, including, but not limited to expenses of reletting, reasonable attorney's fees, and any real estate commission actually paid; the worth at the time of award by a court having jurisdiction of the unpaid rent which had been claimed after termination until the time of such award exceeds the amount of such rental loss that the Tenant proves could have been reasonably avoided; the worth at the time of such award of the amount by which the unpaid rent for the balance of the term after the time of such award exceeds the amount of such rental loss that the Tenant proves could be reasonable avoided; and the portion of any real estate commission payable by Landlord applicable to the un-expired term of this Lease. Unpaid installments of rent or other sums shall bear interest from the date due at the rate of ten percent (10%) per

annum. In the event Tenant shall have abandoned the Premises, Landlord shall have the option of retaking possession of the Premises and recovering from Tenant the amount specified in this subparagraph (i), or proceeding under subparagraph (ii). For purposes of this subparagraph (1), the term "worth at the time of such award" shall have the meaning provided in Section 1951.2 (b) of the California Civil Code.

(ii) As provided in Section 1951.4 of the California Civil Code, maintain Tenant's right to possession, in which case this Lease shall continue in effect whether or not Tenant shall have abandoned the Premises. In such event, Landlord shall be entitled to enforce all of Landlord's rights and remedies under this Lease, including the right to recover the rent as it becomes due hereunder.

(iii) Pursue any other remedy now or hereafter available to Landlord under the laws or judicial decisions of the State of California.

21. ATTORNEY'S FEES.

In the event suit is brought to enforce or interpret any part of this Agreement, the prevailing party shall be entitled to recover as an element of costs of suit, and not as damages, a reasonable attorney's fee to be fixed by the court. The "prevailing party" shall be the party who is entitled to recover his costs of suit, whether or not the suit proceeds to final judgment. A party not entitled to recover his costs shall not recover attorney's fees. No sum for attorney's fees shall be counted in calculating the amount of a judgment for purposes of determining whether a party is entitled to recover his costs of attorney's fees.

22. WAIVER.

The waiver by Landlord of any breach of any term, covenant or condition herein contained shall not be deemed to be a waiver of such term, covenant, or condition or of any subsequent breach of the same or any other term, covenant or condition herein contained. The subsequent acceptance of rent hereunder by Landlord shall not be deemed to be a waiver or any preceding breach by Tenant of any term, covenant or condition of this Lease, other than the failure of Tenant to pay the particular rental so accepted, regardless of Landlord's knowledge of such preceding breach at the time of acceptance of such rent.

23. LIENS.

Tenant shall keep the Premises and building and the property on which the Premises are situated, free of any liens arising out of work performed, materials furnished or obligations incurred by Tenant.

24. SUBORDINATION AND OFFSET STATEMENT.

Tenant agrees that this Lease is subordinate to any mortgage, trust deed or like encumbrance heretofore or hereafter placed upon said Premises by Landlord or his successors in interest to secure the payments of moneys loaned, interest thereon or other

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obligations. Tenant also agrees to promptly execute and deliver to Landlord from time to time, as demanded by Landlord, an offset statement or estoppel certificate containing such acts as are within the knowledge of or available to Tenant pertaining to this Lease, as a purchase of the leased property or a lender may reasonably require if said statement is prepared for signing by Landlord. Failure to deliver the executed offset statement or estoppel certificate to Landlord within ten (10) days from receipt of same, shall be conclusive upon Tenant for the benefit of the party requesting the statement or certificate, or his successor, that this Lease is in full force and effect and has not been modified except as may be represented by Landlord in the statement or certificate delivered to Tenant.

25. INSURANCE.

(i) During the Lease term, Tenant shall, at its own expense, maintain in full force a policy or policies of comprehensive liability insurance, including property damage, written by one or more responsible insurance companies licensed to do business in California, and in good standing with the Insurance Commissioner of California, that will name Tenant and Landlord as insured under said policy (and such other persons, firms or corporations as are designated by Landlord and agreed to by Tenant) against liability for injury to persons and property and for death of any person or persons occurring in or about the Premises. The liability under such insurance shall not be less than One Million Dollars (\$1,000,000.00) bodily injury and Five Hundred Thousand Dollars (\$500,000.00) for property damages. Notwithstanding the above, Tenant may be self insured up to \$250,000.00. During the Lease term, Tenant shall maintain in full force on all of its fixtures and equipment in the Premises, a policy or policies of fire insurance with standard extended coverage endorsement, to the extent of at least eighty percent (80%) of their insurable value. As long as this Lease is in effect, the proceeds from any such policy shall be used for the repair or replacement of the fixtures and equipment so insured. Landlord shall have no interest in the insurance upon Tenant's equipment and fixtures and will sign all documents necessary or proper in connection with the settlement of any claim or loss by Tenant. Tenant shall provide Landlord with copies of all policies, required under subparagraphs (i) and (ii), including in each instance an endorsement in a form acceptable to Landlord, providing that such insurance shall not be canceled except after thirty (30) days written notice to Landlord. Notwithstanding the above, Tenant may be self insured up to \$250,000.00.

(ii) During the Lease term, Tenant shall maintain in full force on the Premises a policy or policies of fire insurance with standard extended coverage endorsement to the extent of at least the replacement value of the improvements located on the Landlord's real property described in Exhibit "A", attached hereto, exclusive of Tenant's fixtures, equipment, furnishings and other personal property. Notwithstanding the above, Tenant may be self-insured up to \$250,000.00. As long as this Lease is in effect the proceeds from any such policy or policies shall be used for the repair or replacement of the Premises pursuant to Paragraph "Damage or Destruction", above. Landlord shall pay that percentage of the premium cost for this insurance, which is equal to the percentage of the total rentable square footage that he retains, on an annual basis upon receipt from Tenant of a copy of

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the premium statement for the particular. Landlord shall pay a pro rata share of any premium for insurance, which covers a period prior to the Commencement Date or subsequent to the expiration date of this Lease. Tenant shall pay for any increase caused by tenant's use.

(iii) Landlord hereby releases Tenant, and Tenant hereby releases Landlord, from any and all claims or demands for damages, loss, expense or injury to the Premises, or to the improvements, fixtures, and equipment, or personal property or other property of either Landlord or Tenant in, about or upon the Premises adjoining property as the case may be, which is caused by or results from perils, events or happening which are the subject of insurance claimed by the respective parties and in force at the time of any such loss; provided, however, that such waiver shall be effective only to the extent permitted by the insurance covering such loss and to the extent of the insurance recovery.

26. CONDEMNATION.

Should the whole or any part of the Premises be condemned and taken by any competent authority for any public or quasi-public use or purpose, or should Landlord make a conveyance in lieu thereof, all awards payable on account of such condemnation and taking or conveyance shall be payable to Landlord, and Tenant hereby waives all interest in or claim to said awards, or any part thereof. Tenant shall be entitled, however, to any award based upon the taking of or damages to Tenant's trade fixtures and improvement to the Premises to the extent Tenant has the right to remove them at the end of the Lease term. Tenant shall also be entitled to any award for removal or relocation costs as well as injury to its business being conducted on the Premises.

If the whole of the Premises shall be so condemned and taken or conveyed, then this Lease shall terminate.

If a part only of the Premises is so condemned and taken or conveyed, and the remaining portion thereof is not suitable for the purposes for which Tenant has leased said Premises, Tenant shall have the right to terminate this Lease. If by such condemnation and taking a part only of the Premises is taken, and the remaining part thereof is suitable for the purposes for which Tenant has leased said Premises, this Lease shall continue, but the rental shall be reduced in an amount proportionate to the value of the portion taken as it relates to the total value of the Premises.

27. WAIVER OF REDEMPTION BY TENANT, HOLDING OVER.

Tenant hereby waives for Tenant and for all those claiming under Tenant, all right now or hereafter existing to redeem by order or judgment of any court or by any legal process or writ, Tenant's right to occupancy of the leased Premises after any termination of this Lease. If Tenant holds over the term hereof, with the express or implied consent of Landlord, such tenancy shall be from month-to-month only, and not a renewal hereof, or an extension for any further term, and in such case rent shall be payable in the amount and

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at the time specified in Paragraph "Rent", above, including adjustments for real property, tax and assessments increase and consumer price index change. Such month-to-month tenancy shall be subject to every other term, covenant, and agreement contained herein.

28. RULES AND REGULATIONS.

Landlord shall have the right from time to time to adopt reasonable rules and regulations for the use of the Common Area by Tenant and Tenant's agents, employees, customers and other invitees. Attached hereto marked "Exhibit "C", and incorporated herein by his reference, is a copy of the initial Rules and Regulations to which Tenant shall be subject. Tenant, on behalf of itself and its agents, employees, customers and other invitees, agrees to abide by each and every rule and regulation.

29. HAZARDOUS MATERIALS.

Tenant in possession shall be solely responsible for the cleanup and other requirements of all governmental agencies for hazardous materials located on or within the premises which were brought onto the property by the Tenant in possession during the Lease term except for any hazardous material brought on or used by Landlord, his invitees or non tenant related third parties.

As used in this Lease, the term "hazardous materials" shall mean any substance or material which has been determined by the State of California, the federal government, the City of Santa Cruz, or any agency of said governments, to be capable of posing a risk of injury to health, safety and property, including but not limited to all of those materials and substances designated as hazardous or toxic by the Environmental Protection Agency, the California Water Quality Control Board, the U.S. Department of Labor, the California Department of Industrial Relations, the Department of Transportation, the Department of Agriculture, the Consumer Products Safety Commission, the Department of Health, Education & Welfare, the Food & Drug Administration or any other governmental agency now or hereafter authorized to regulate materials and substances in the environment. Without limiting the generality of the foregoing, the term "hazardous materials" shall include all of those materials and substances defined as "toxic materials" in Sections 66680 through 66685 of Title 22 of the California Administrative Code, Division 4, Chapter 30, as the same may be amended from time to time.

Tenant shall promptly comply with all laws related to hazardous materials, including any and all required monitoring and record keeping, and any orders of a governmental authority requiring the clean-up and removal of hazardous materials from the Premises. If the Premises, or any part thereof (including the soil, surface water, ground water or the air in or about the Premises), becomes contaminated through Tenant's actions by any hazardous material, Tenant shall promptly at its sole cost take all action necessary to clean up and remove such contamination and restore the Premises to the condition existing immediately prior to the existence of such hazardous material in or about the Premises. Tenant's obligations under this Paragraph shall survive Lease termination. Tenant shall immediately notify Landlord in writing if Tenant causes or permits any hazardous material

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to be used or kept in or about the Premises or knows or has reasonable cause to believe that any hazardous material has come to be located in or about the Premises or discovers the existence of any hazardous material in or about the Premises. Tenant shall be solely responsible for the cost of any required clean up and removal of hazardous materials and/or toxic wastes which have been placed or left upon the Premises by Tenant after the date of execution of this Lease or prior lease. Tenant shall indemnify and defend Landlord and his successors and assigns against and hold them harmless from any and all claims, demands, liabilities, damages, including punitive damages, costs and expenses, including reasonable attorney's fees caused by Tenant's actions, herein collectively referred to as "Claims":

(i) Any Claim by a federal, state or local governmental agency arising out of or in any way connected with the environmental condition of the Premises caused by Tenant's actions including, but not limited, to, Claims for additional clean-up of the Premises; and

(ii) Any Claim by a successor in interest of Tenant (including a mortgagee who acquires title to the Premises through foreclosure or by accepting a deed in lieu of foreclosure), or by any subtenant licensee, or invitee of Tenant arising out of or in any way connected with the environmental condition of the Premises caused by Tenant or Subtenants actions.

Any and all hazardous waste materials shall be stored above ground in tanks or other suitable containers and shall be disposed of by Tenant. The cost of manufacture of the system, storage, transportation, and disposal shall be the sole cost of Tenant.

30. DEFINED TERMS.

The words "Landlord" and "Tenant" as used herein shall include the plural as well as the singular, words used in neuter gender include the masculine and feminine and words in the masculine or feminine gender include the neuter. If there is more than one Landlord or Tenant, the obligations hereunder imposed upon Landlord or Tenant, shall be joint and several. The marginal headings or titles to the Paragraphs of this Lease are not a part of this Lease and shall have no effect upon the construction or interpretation of any part thereof.

31. HEIRS.

Subject to the provisions hereof relating to assignment, mortgaging, pledging and subletting, this Lease is intended to and does bind the heirs, executors, administrators, successors and assigns of any and all of the parties hereto.

32. JURISDICTION.

This Agreement shall be governed by and construed in accordance with the laws of the State of California.

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33. TIME.

Time is of the essence of this Lease.

34. ENTIRE AGREEMENT.

This Lease contains the sole and entire agreement of the parties, and correctly sets forth the rights, duties and obligations of each to the other, and any prior agreements, promises, negotiations, or representations not expressly set forth in this Agreement are hereby superseded and of no force and effect. Any changes to this Lease must be in writing, signed by both Landlord and Tenant.

35. AUTHORIZATION.

Tenant hereby represents to Landlord that the party executing this Lease on behalf of Tenant is authorized by Tenant to execute their Lease and thus bind Tenant to all of the terms, covenants and conditions contained herein.

36. NOTATION.

Execution by all parties of this Commercial Lease and Assignment shall act as a revocable and replacement Lease of the current Lease between Santa Cruz Metropolitan Transit District and the 1977 Iuliano trust dated March 1, 1998, set to terminate on February 28, 2005.

IN WITNESS WHEREOF, Landlord and Tenant have executed these presents the day and year first above written.

Landlord:
IULIANO 1977 TRUST

Tenant:
SANTA CRUZ METROPOLITAN
TRANSIT DISTRICT

BY: _____
Nick Iuliano, Trustee

BY: _____
Leslie R. White, Secretary/General Manager

DATE: _____

DATE: _____

ASSIGNEE:
A TOOL SHED, INC.

BY: _____
Larry Pedersen, President

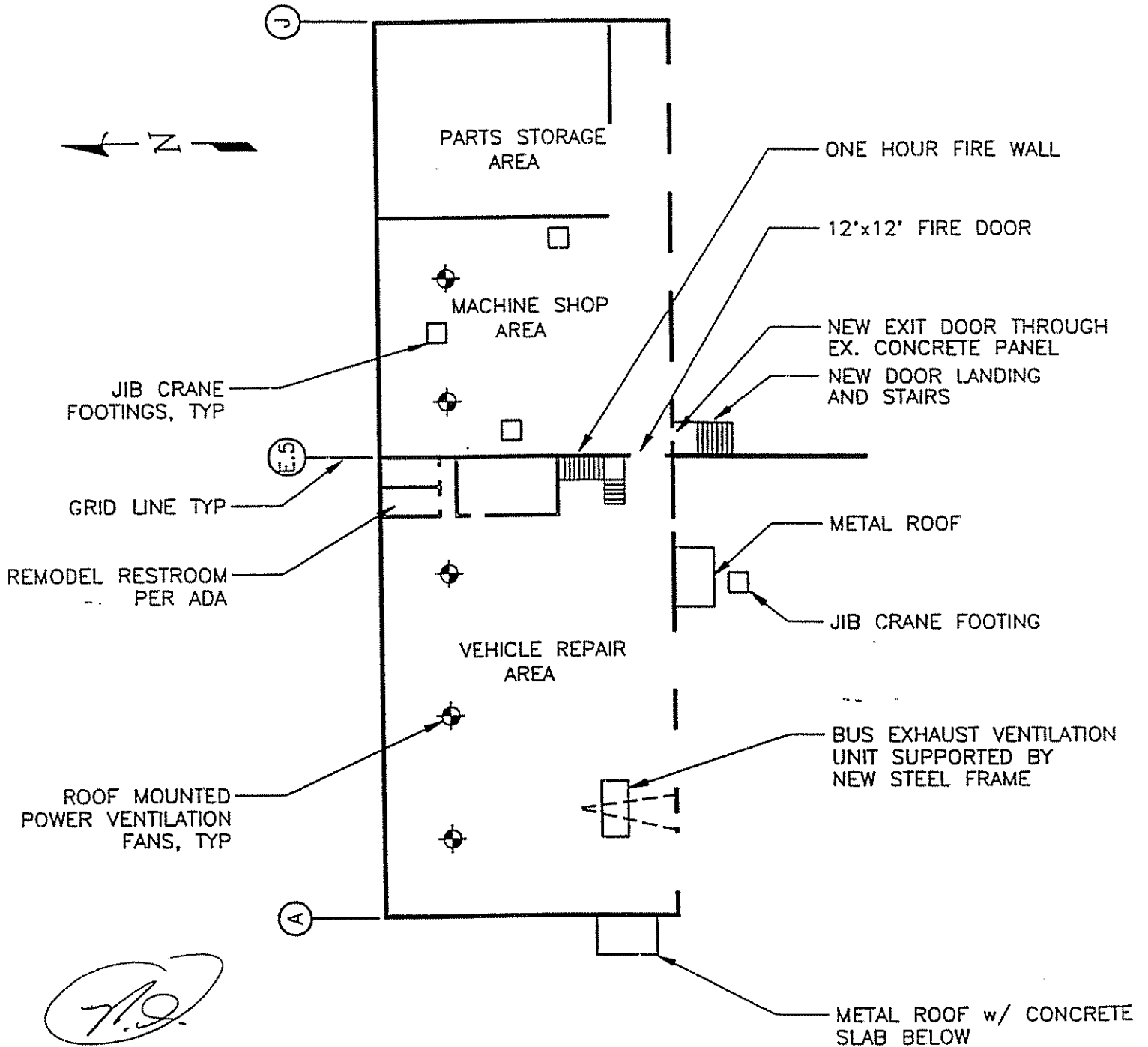
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MESITI-MILLER ENGINEERING
PROJECT NO. 94196
SCMTD DUBOIS STREET FACILITY

← DUBOIS STREET →



111 DUBOIS STREET

SCALE: 1" = 30'

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items currently attached

Item	Quantity	Reuse
jib cranes	4	4
air compressor	1	0
bus exhaust fan	1	0
shop exhaust fan	3	0
turbo max	2	2
band saw	1	1
Hydraulic press	1	1
sewing machine	1	1
drill press	2	2
lathe	1	1
Grinder	2	2
Brake	1	1
Valve Grinder	1	1
Parts Cleaner	4	4
Welder mig small	1	1
Bead blaster	1	1
Hydraulic press	1	1
Wash Water recycling	1	1
steam cleaner	1	1
Steain clean tent	1	0
Fume hood	1	1
Fume hood exhaust fan	1	1
Steam clean tent exhaust fan	1	0
Drinking water cooler	1	1
Chemical storage container	3	3
District door lock cylinders	5	5
Antennae (microwave)	1	1
telephone switch gear (premier)	1	0
Computer data transmission gear	1	1
Flag pole	1	0
Flag pole light	1	0
Shear	1	1
Air diaphragm pumps	2	2
lockers	10	10
power roll up doors	2	0
swing door	1	0
shelving	1200 sq.ft	1200 sq.ft
Refrigerator	2	1
Parts Storage Container	3	3

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TENANT RULES AND REGULATIONS

1. No sign, placard, picture, advertisement, name or notice shall be inscribed, displayed, printed or affixed on or to any part of the outside of the building or windows. All signs, placards, pictures, advertisements, names or notices inscribed, displayed, which is observable from the outside of the building, shall be submitted to the Landlord for approval prior to installation and shall be aesthetically pleasing and shall not appear unsightly from the outside of the premises.
2. Sidewalks, halls, passages, exits, entrances and stairways shall not be obstructed by any of the tenants or used by them for any purpose other than for ingress and egress from their respective Premises.
3. Tenant shall not alter any lock or install any new or additional locks or any bolts on any door or windows of the premises without the prior consent of Landlord and keys to same having been given to landlord.
4. The toilet rooms, urinals, wash basin and other apparatus shall not be used for any purpose other than that for which they were constructed; and no foreign substance of any kind whatsoever shall be thrown therein and the expense of any breakage, stoppage or damage resulting from the violation of this rule shall be borne by the Tenant who or whose employees or invitees shall have caused it.
5. Except as is necessary to the conduct of their business, Tenants shall not use, keep, or permit to be used or kept, any foul or noxious gas or substance in the Premises or permit or suffer the Premises to be occupied or used in any manner offensive or objectionable to Landlord or other occupants of the building by reason of noise, odors or vibrations or interfere in any way with other Tenants or those having business therein; nor shall any animals or birds be brought in or kept in or about the Premises of the building.
6. Except as required for the conduct of their business, Tenant shall not use or keep in the Premises or the building any kerosene, gasoline or inflammable or combustible fluids or materials or use any method of heating or air conditioning other than that supplied by Landlord.
7. Landlord will direct electricians as to where and how telephone and other wiring are to be introduced. No boring or cutting for wires will be allowed without the consent of Landlord. The location of telephone call boxes and other office equipment affixed to the premises shall be subject to the prior approval of Landlord.
8. Landlord shall be notified of any installation of vending machines or new equipment.
9. Tenant shall not disturb, solicit or canvas any occupant of the building and shall cooperate to prevent same.
10. Landlord shall have the right to control and operate the public portions of the building and the public facilities and heating and air conditioning, if any, as well as facilities furnished for the common use of the Tenants in such a manner as it deems best for the benefit of the Tenants generally.
11. Tenant shall be responsible for the conservation of all utilities shared by other Tenants and comply with any governmental energy saving rules, laws or regulations.
12. Tenant shall store all their trash and garbage within its Premises. Tenant shall not place in any trash box or receptacle any material, which cannot be disposed of in the ordinary and customary manner of trash and garbage disposal. All trash and garbage disposal shall be made in accordance with directions issued from time to time by Landlord.

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13. Tenant assumes any and all responsibility for protecting their Premises from theft, robbery and pilferage, which includes keeping doors and gates locked and other means of entry to the Premises closed.

14. Tenants and their agent, employees and invitees shall not use the parking areas for anything but parking motor vehicles, or bicycles in designated bicycles parking areas. All motor vehicles shall be parked in an orderly manner within the painted lines defining the individual parking places. Should Landlord elect to designate employee parking, no employee shall use any area for motor vehicle parking except the area specifically designated for employee parking. No motor vehicle shall be stored on the Premises unless approved by Landlord.

15. Without the prior written consent of the Landlord no person shall use any of the Common Areas for:

(a) Storing, vending, peddling or soliciting orders for sale or distributing of any merchandise, fixtures, equipment, service, periodical, book, pamphlet or other matter;

(b) Exhibiting any placard, banner, notice or other written material;

(c) Distributing any circular, booklet, handbill, placard or other material;

(d) Soliciting membership in any organization, group, or association or soliciting contributions for any purpose;

(e) Parading, patrolling, picketing, demonstrating or engaging in conduct that might interfere with the use of the establishment;

(f) Using the common areas for any other use than what they are intended for;

(g) Discarding any paper, glass or extraneous matter of any kind except in designated receptacles;

(h) Using a sound-making devise of any kind or making or permitting any noise that is annoying, unpleasant, or distasteful; and

(i) Damaging any sign, light standard or fixture, landscaping material or other improvement or property within the Premises.

16. In the event that the Landlord waives any one or more of these Rules and Regulations for the benefit of the Tenants, ~~no such waiver by Landlord shall be construed as a continuing waiver of such Rules and Regulations nor prevent Landlord from thereafter enforcing same.~~ These Rules and Regulations are in addition to and shall not be construed to in any way modify or amend in whole or in part the terms, covenants, agreements and conditions of any lease of premises.

INITIAL OF LANDLORD: _____

INITIAL OF TENANT: _____