

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

BOARD OF DIRECTORS REGULAR MEETING AGENDA  
MARCH 13, 2009 (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](http://WWW.SCMTD.COM) OR AT METRO'S ADMINISTRATIVE OFFICES LOCATED AT 370 ENCINAL STREET, SUITE 100, SANTA CRUZ, CA**

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

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

1. ROLL CALL
2. ORAL AND WRITTEN COMMUNICATION TO THE BOARD OF DIRECTORS
  - a. Nikki Simpson & Jerry Walters Re: Bus Stop Relocation Request
3. LABOR ORGANIZATION COMMUNICATIONS
4. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

## **CONSENT AGENDA**

- 5-1. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS FOR THE MONTH OF FEBRUARY 2009
- 5-2. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR JANUARY 2009
- 5-3. CONSIDERATION OF TORT CLAIMS:  
DENY THE CLAIM OF JOE BLAIR, CLAIM #09-0005;  
DENY THE CLAIM OF CSAA (SUBROGATING FOR B. SCOTT, CLAIM #09-0008
- 5-4. ACCEPT AND FILE THE METRO ADVISORY COMMITTEE (MAC) AGENDA FOR MARCH 18, 2009 AND MINUTES OF JANUARY 21, 2009
- 5-5. ACCEPT AND FILE PARACRUZ OPERATIONS STATUS REPORT FOR THE MONTH OF DECEMBER 2008
- 5-6. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR JANUARY 2009
- 5-7. ACCEPT AND FILE JANUARY 2009 RIDERSHIP REPORT

- 5-8. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE FOR THE MONTH OF JANUARY 2009
- 5-9. ACCEPT AND FILE METROBASE PROJECT STATUS REPORT
- 5-10. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT RENEWAL WITH BROWN ARMSTRONG FOR FINANCIAL AUDIT AND TAX PREPARATION SERVICES
- 5-11. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A 5-YEAR LEASE EXTENSION FOR PROPERTY LOCATED AT 2880 RESEARCH PARK DRIVE IN SOQUEL

### REGULAR AGENDA

- 6. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS  
Presented by: Chair Bustichi  
**THIS PRESENTATION WILL TAKE PLACE AT THE MARCH 27, 2009 BOARD MEETING**
- 7. CONSIDERATION OF APPROVAL OF RESOLUTION OF APPRECIATION FOR THE SERVICES OF IAN MCFADDEN AS TRANSIT PLANNER FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
Presented by: Chair Bustichi  
**THIS PRESENTATION WILL TAKE PLACE AT THE MARCH 27, 2009 BOARD MEETING**
- 8. CONSIDERATION OF MODIFICATIONS TO METRO'S DISCOUNT FARE POLICY IMPLEMENTING NEW SECTIONS AND REVISING THE VERIFICATION OF DISABILITY STATUS FORM AND CHANGING THE FORMAT  
Presented By: Margaret Gallagher, District Counsel
- 9. CONSIDERATION OF ADOPTING A RESOLUTION AUTHORIZING APPLICATIONS AND THE EXECUTION OF AGREEMENTS TO RECEIVE FEDERAL FUNDS FROM THE AMERICAN RECOVERY AND REINVESTMENT ACT OF 2009  
Presented By: Angela Aitken, Finance Manager  
**ACTION REQUESTED AT THE MARCH 13, 2009 BOARD MEETING**
- 10. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION: District Counsel
- 11. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

### SECTION II: CLOSED SESSION

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

- a. Agency Negotiators: Robyn Slater, Human Resources Manager,  
Chief Spokesperson  
Ciro Aguirre, Operations Manager  
Angela Aitken, Finance Manager
  - 1. Employee Organization: Service Employees International Union  
(SEIU), Local 521
- b. Agency Negotiators Robyn Slater, Human Resources Manager,  
Chief Spokesperson  
Ciro Aguirre, Operations Manager  
Angela Aitken, Finance Manager  
April Warnock, Paratransit Superintendent
  - 1. Employee Organization United Transportation Union (UTU), Local  
23, ParaCruz Division
- 2. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION  
(Pursuant to Government Code Section 54956.9)
  - a. Name of Case: Martin Gilbert vs. Santa Cruz Metropolitan Transit District  
(Before the Workers' Compensation Appeals Board)
  - b. Name of Case: Martin Gilbert vs. A Tool Shed (Santa Cruz Metropolitan  
Transit District as Intervenor)
  - c. Name of Case: Rita Gentry vs. Santa Cruz Metropolitan Transit District  
(Before the Workers' Compensation Appeals Board)

### **SECTION III: RECONVENE TO OPEN SESSION**

#### 12. 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

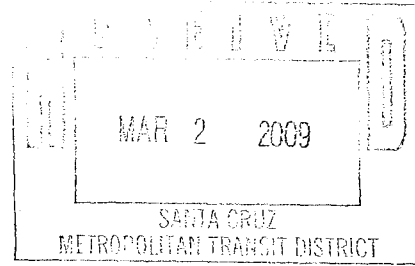
of Directors' deliberation on the topic to be addressed. Presentations will be limited in time in accordance with District Resolution 69-2-1.

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.

# Attachment A

February 20, 2009

Board of Directors  
c/o Administrative Services Coordinator  
Santa Cruz Metropolitan Transit District  
370 Encinal, Suite 100  
Santa Cruz, CA 95060



Re: Request to Relocate Bus Stop at 41<sup>st</sup> Avenue and Soquel Drive

To Members of the Board:

We are writing on behalf of the residents of Greenbrae Lane to express our long-standing concerns about the safety hazards posed by the bus stop at 41<sup>st</sup> and Soquel Drive. The bus stops several yards from the entrance/exit to Greenbrae Lane which carries traffic from multiple households and six businesses, including a towing service and building contractor. A driver wishing to enter Greenbrae Lane from 41<sup>st</sup> Avenue must make a left turn on Soquel Drive followed by an immediate right turn. This must be done very quickly because of the volume and speed of traffic "pushing" from behind. If a bus is at the stop, the choice is to stop nearly in the center of this extremely busy intersection and wait for the bus to leave (with traffic building up behind or pulling around to pass in a dangerous fashion), or to quickly turn right in front of the bus and hope it won't pull out as you are turning. This dangerous situation is further complicated by passengers running to catch the bus or exiting the bus, and bicyclists in the bike lane on Soquel Drive that runs in front of Greenbrae Lane. The bus stop also lacks a pull-out, which increases the dangers for the bus driver, motorists and pedestrians. There have been numerous fender-benders at this location, and we fear it is only a matter of time before a fatal or crippling accident occurs.

In 2006 when we approached the Board of Supervisors with these concerns, they and planning staff agreed with us and attempted to relocate the bus stop before more development occurred. However, efforts made by Honda to buy the land to move the bus stop failed, and the county deemed that use of eminent domain would not be appropriate in this situation.

Since this plan for relocating the bus stop failed, we propose that the bus stop be removed temporarily until it can be relocated to a safer location, or removed permanently if nearby bus stops provide adequate coverage for this area. We feel strongly that action should be taken now, since the hazards at this site will only worsen in the coming months. First, traffic will increase with the opening of the new Honda dealership and Store More. Second, Bei-Scott is moving forward with plans to develop its parcel at 41<sup>st</sup> Avenue and Soquel Drive. This parcel is located directly behind the bus stop; it may even include the land the bus stop is on. Revised drawings for the Bei-Scott development will be submitted within a month, and once construction begins the congestion at this location will increase dramatically as heavy equipment and trucks move in and out of the site.

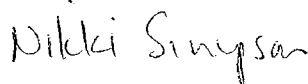
2-a.1

We asked the County Board of Supervisors at its meeting of February 10, 2009, to consider our proposal to remove the bus stop. Although the Board agreed to look into this matter further and to consult with Metro, it was suggested that we submit our concerns and proposal directly to the Metro Board as well.

We understand that there may be future area-wide Redevelopment Agency and Public Works projects that could include relocation of this bus stop, but we feel that more immediate action should be taken to address this dangerous situation. We strongly urge removal of the bus stop while future plans are considered.

The residents of Greenbrae Lane thank you for considering our concerns, and for your prompt attention to this matter.

Sincerely,



Nikki Simpson



Jerry Walters

cc: John Leopold, Supervisor District 1  
Steve Kennedy, Analyst for Supervisor Leopold

2-a.2

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

DATE: 02/01/09 THRU 02/28/09

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
31810	02/13/09	-315.33	017	SUN MICROSYSTEMS, INC.		25150	SOFT/HARDWARE/IT	-315.33	**VOID
31830	02/06/09	75.00	001062	ALLTERRA ENVIRONMENTAL INC.		24994	JAN INSPECTIONS	75.00	
31831	02/06/09	204.59	002861	AMERICAN MESSAGING SVCS, LLC		25327	FEB PAGERS	204.59	
31832	02/06/09	18,260.48	941	ASSURANT EMPLOYEE BENEFITS		25300	FEB LTD INS	18,260.48	
31833	02/06/09	4,319.64	001B	AT&T/MCI		25312	DEC PHONES	4,319.64	
31834	02/06/09	1,795.75	R543	BOYAJIAN, JULIANNE		25319	SETTLEMENT/RISK	1,795.75	
31835	02/06/09	20.00	014	CABRILLO COLLEGE		25321	DEC FINGERPRINTING	20.00	
31836	02/06/09	1,146.95	002627	CDW GOVERNMENT, INC.		25151	OFFICE SUPPLY/IT	726.40	
						25152	OFFICE SUPPLY/IT	420.55	
31837	02/06/09	189.00	990	CIDDIO-MORRIS ASSOCIATES		25157	JOB ANALYSIS/PT	189.00	
31838	02/06/09	10,532.77	001124	CLEAN ENERGY		25212	JAN LNG/FLT	10,532.77	
31839	02/06/09	571.84	002063	COSTCO		24946	PHOTO PROCESS/OPS	3.52	
						24947	PHOTO PROCESS/OPS	2.53	
						24948	PHOTO PROCESS/OPS	5.10	
						24949	PHOTO PROCESS/OPS	3.18	
						25162	PHOTO PROCESS/OPS	1.29	
						25163	PHOTO PROCESS/OPS	2.15	
						25164	PHOTO PROCESS/OPS	3.18	
						25165	PHOTO PROCESS/OPS	8.57	
						25166	PHOTO PROCESS/OPS	7.91	
						25167	PHOTO PROCESS/OPS	6.58	
						25187	BLINDS/1217 RIVER ST	527.83	
31840	02/06/09	2.01	418	COUNTY OF SANTA CRUZ		24980	JAN CNG/FLT	2.01	
31841	02/06/09	155.91	001000	DAIMLER BUSES N. AMERICA INC.		25132	REV VEH PARTS	155.91	
31842	02/06/09	364.71	157	DELL MARKETING L.P.		25336	OFFICE SUPPLY/IT	212.39	
						25337	OFFICE SUPPLY/IT	152.32	
31843	02/06/09	36,545.03	800	DELTA DENTAL PLAN		25298	FEB DENTAL	36,545.03	
31844	02/06/09	32.00	002567	DEPARTMENT OF JUSTICE		25322	DEC FINGERPRINTING	32.00	
31845	02/06/09	1,157.50	001492	EVERGREEN OIL INC.		25351	HAZ WASTE DISP	1,157.50	
31846	02/06/09	742.50	432	EXPRESS EMPLOYMENT PROS		25311	TEMP/FAC W/E 1/18/09	742.50	
31847	02/06/09	721.94	002865	FLINT TRADING INC.		25236	REPAIRS/MAINTENANCE	721.94	
31848	02/06/09	1.50	T175	GOTTESMAN, DONALD		25318	FAREBOX REFUND	1.50	
31849	02/06/09	602.50	282	GRAINGER		25317	SHELVING UNIT/MB	602.50	
31850	02/06/09	963.99	M016	HICKLIN, DONALD KENT	0	25358	MED PYMT SUPP	963.99	
31851	02/06/09	224.45	215	IKON OFFICE SOLUTIONS		25354	12/19-1/18 MAINT/ADM	224.45	
31852	02/06/09	33.64	1117	KELLEY'S SERVICE INC.		25128	REV VEH PARTS	33.64	
31853	02/06/09	960.00	878	KELLY SERVICES, INC.		25329	TEMP/OPS W/E 1/18	960.00	
31854	02/06/09	14.97	074	KENVILLE LOCKSMITHS	7	25068	REPAIRS/MAINTENANCE	14.97	
31855	02/06/09	228.08	001233	KIMBALL MIDWEST		25066	PARTS & SUPPLIES	25.61	
						25135	PARTS & SUPPLIES	125.43	
						25302	CREDIT MEMO	-279.93	
						25303	PARTS & SUPPLIES	356.97	
31856	02/06/09	255.00	852	LAW OFFICES OF MARIE F. SANG	7	25077	WORKERS COMP CLAIM	255.00	
31857	02/06/09	1,000.00	001235	LOCATELLI MOVING & STORAGE INC		25353	110 VERNON MOVE	1,000.00	
31858	02/06/09	40.00	E410	LONA, SERGIO GONZALEZ		25348	DMV FEES	40.00	
31859	02/06/09	2,695.00	001217	M3 ENVIRONMENTAL CONSULTING		25316	INSPECT/1200 RIVER	2,695.00	
31860	02/06/09	834.60	001145	MANAGED HEALTH NETWORK		25301	FEB EAP PREMIUM	834.60	
31861	02/06/09	2,161.41	764	MERCURY METALS		25177	OUT RPR REV VEH	650.00	
						25178	OUT RPR REV VEH	430.48	
						25179	OUT RPR REV VEH	650.00	

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
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 ALL CHECKS FOR ACCOUNTS PAYABLE

DATE: 02/01/09 THRU 02/28/09

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
31862	02/06/09	534.13	041	MISSION UNIFORM		25180	OUT RPR REV VEH	430.93	
						24986	UNIF/LAUNDRY/FLT	50.60	
						24987	UNIF/LAUNDRY/FLT	132.11	
						24988	UNIF/LAUNDRY/FLT	43.26	
						24989	UNIF/LAUNDRY/FLT	214.51	
						25074	UNIF/LAUNDRY/FAC	58.23	
						25170	UNIF/LAUNDRY/PT	35.42	
31863	02/06/09	49.80	001711	MOHAWK MFG. & SUPPLY CO.		25134	REV VEH PARTS	49.80	
31864	02/06/09	292.22	001627	NEW PIG CORPORATION		25133	SAFETY SUPPLIES	292.22	
31865	02/06/09	15,262.17	001176	NORTHSTAR, INC.		25126	DEC MAINT/RPRS	14,842.00	
						25310	SVC/REBUILT FIRE EYE	420.17	
31866	02/06/09	38.00	E088	O'DONNELL, SHAWN		25320	LOCAL MTG EXP	38.00	
31867	02/06/09	6,442.98	009	PACIFIC GAS & ELECTRIC		25338	12/25-1/26	261.64	
						25339	12/25-1/26 DUBOIS	15.66	
						25340	12/25-1/26 DUBOIS	18.41	
						25341	12/25-1/26 DUBOIS	194.51	
						25342	12/25-1/26 ENCINAL	3,164.15	
						25343	12/25-1/26 RIVER	1,683.38	
						25345	12/25-1/26 VERNON	1,105.23	
31868	02/06/09	241.09	872	PACIFIC MATERIAL HANDLING SOL.		25205	PARTS & SUPPLIES	241.09	
31869	02/06/09	3.24	043	PALACE ART & OFFICE SUPPLY		24990	OFFICE SUPPLY/FLT	3.24	
31870	02/06/09	75.00	T178	PAVACICH, GENA		25347	REFUND 3 PASSES	75.00	
31871	02/06/09	62.86	107A	PROBUILD		24979	PARTS & SUPPLIES	19.80	
						25072	REPAIRS/MAINTENANCE	13.78	
						25073	REPAIRS/MAINTENANCE	29.28	
31872	02/06/09	210.00	592	R & S ERECTION OF		25350	MB REPAIR/MAINT	210.00	
31873	02/06/09	118.54	135	SANTA CRUZ AUTO PARTS, INC.		25171	REV VEH PARTS	118.54	
31874	02/06/09	472.44	079	SANTA CRUZ MUNICIPAL UTILITIES		25344	11/22-1/23 RESEARCH	227.22	
						25359	12/16-01/16 RIVER/MB	245.22	
31875	02/06/09	805.14	149	SANTA CRUZ SENTINEL	0	25356	CLASSIFIED ADS	593.52	
						25357	CLASSIFIED ADS	211.62	
31876	02/06/09	193.75	002447	SETON IDENTIFICATION PRODUCTS		25313	ANODIZED TAGS	26.29	
						25314	ENGRAVED TAGS	44.59	
						25315	POLYURETHANE TAGS	122.87	
31877	02/06/09	535.91	001232	SPECIALIZED AUTO AND		25062	OUT RPR REV VEH	192.74	
						25173	OUT RPR REV VEH	182.09	
						25174	OUT RPR REV VEH	161.08	
31878	02/06/09	1,932.25	002607	STAVELEY SERVICES FLUIDS		25125	OUT RPR REV VEH	1,932.25	
31879	02/06/09	150.00	989	STUCKER, NANCY K.	7	25324	JAN BILINGUAL TESTS	150.00	
31880	02/06/09	1,816.00	001857	SWRCB FEES		25308	STORM WATER/GOLF CLB	908.00	
						25309	STORM WATER/RIVER	908.00	
31881	02/06/09	95.18	E526	WARNOCK, APRIL		25299	HOLIDAY PARTY 08	95.18	
31882	02/06/09	942.19	001223	WATSONVILLE CADILLAC, BUICK,		25056	REV VEH PARTS	942.19	
31883	02/06/09	72.75	002028	WESTCOAST LEGAL SERVICE	7	25239	PROF SVCS/RISK	72.75	
31884	02/13/09	281.96	763	ALEXANDER ELECTRIC		25433	SVC/CAFE LENA	281.96	
31885	02/13/09	177.75	192	ALWAYS UNDER PRESSURE		25455	OUT RPR EQUIP	177.75	
31886	02/13/09	249.63	001856	BAY COMMUNICATIONS	7	25402	JAN SVC/MTC	66.75	
						25403	JAN SVC/GOLF CLUB	116.13	
						25415	SVC/ENCINAL	66.75	
31887	02/13/09	774.00	011	BEWLEYS CLEANING	7	25404	JAN SVC/RESEARCH PRK	774.00	

5-1.2



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

DATE: 02/01/09 THRU 02/28/09

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TRANS. TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
31888	02/13/09	51.75	001047	BOBBY'S PIT STOP		25204	SMOG # 209	51.75	
31889	02/13/09	174.86	002898	CEB		25355	CA GOV 4TH UPDATE	174.86	
31890	02/13/09	1,188.00	172	CENTRAL WELDER'S SUPPLY, INC.		25462	EQUIP RENTAL/FLT	1,188.00	
31891	02/13/09	16.65	001346	CITY OF SANTA CRUZ		25474	JAN LANDFILL	16.65	
31892	02/13/09	4,105.48	909	CLASSIC GRAPHICS		25119	OUT RPR # 9828	3,539.38	
						25217	OUT RPR # 121	566.10	
31893	02/13/09	30,496.65	001124	CLEAN ENERGY		25461	JAN LNG/FLT	30,496.65	
31894	02/13/09	41,676.35	002569	COMERICA BANK		25323	WORK COMP FUND	41,676.35	
31895	02/13/09	13,266.04	163	COMMUNITY PRINTERS, INC.		25364	PRINTING/MTC	11,744.04	
						25393	PRINTING/PT	1,522.00	
31896	02/13/09	38.86	002063	COSTCO		25191	LOCAL MTG EXP	17.24	
						25192	LOCAL MTG EXP	6.59	
						25440	PHOTO PROCESS/OPS	4.15	
						25441	PHOTO PROCESS/OPS	3.96	
						25442	PHOTO PROCESS/OPS	6.92	
31897	02/13/09	1,495.06	001048	CRUZ CAR WASH		25453	OUT RPR REV VEH	1,495.06	
31898	02/13/09	7,745.96	504	CUMMINS WEST, INC.		25118	OUT RPR # 2204	4,921.28	
						25232	PARTS & SUPPLIES/FLT	2,824.68	
31899	02/13/09	4,402.30	001316	DEVCO OIL		25432	JAN FUEL/FLT	4,402.30	
31900	02/13/09	1,247.75	480	DIESEL MARINE ELECTRIC, INC.		25459	REV VEH PARTS	1,247.75	
31901	02/13/09	969.87	085	DIXON & SON TIRE, INC.		25448	TIRES & TUBES/PT	109.38	
						25485	TIRES & TUBES	860.49	
31902	02/13/09	45.00	002388	DOGHERRA'S	7	25449	OUT RPR REV VEH	45.00	
31903	02/13/09	4,462.23	001492	EVERGREEN OIL INC.		25397	HAZ WASTE DISP	2,749.95	
						25398	HAZ WASTE DISP	758.36	
						25469	HAZ WASTE DISP	335.00	
						25470	HAZ WASTE DISP	618.92	
31904	02/13/09	121.99	001172	FERGUSON ENTERPRISES INC.		25399	TOOLS/REPAIRS/FAC	121.99	
31905	02/13/09	625.64	117	GILLIG LLC		25306	REV VEH PARTS	625.64	
31906	02/13/09	139.59	282	GRAINGER		25437	REPAIRS/MAINTENANCE	139.59	
31907	02/13/09	5,950.00	341	GRANITE CONSTRUCTION CO.		25436	OUT RPR- BLDGS & IMP	5,950.00	
31908	02/13/09	475.24	001097	GREENWASTE RECOVERY, INC.		25465	JAN GARB/KINS VLG	176.77	
						25466	JAN GARB/RESEARCH	210.52	
						25467	JAN GARB/GREEN VLY	17.50	
						25468	JAN GARB/MT HERMON	70.45	
31909	02/13/09	89.87	510A	HASLER, INC.		25450	MAR EQUIP RENTAL/PT	41.04	
						25478	3/1-3/31 RENTAL/ADM	48.83	
31910	02/13/09	30,000.00	002116	HINSHAW, EDWARD & BARBARA	7	25482	370 ENCINAL RENT	30,000.00	
31911	02/13/09	15,308.20	002117	IULIANO	7	25480	115 DUBOIS RENT	3,271.61	
						25481	111 DUBOIS RENT	12,036.59	
31912	02/13/09	2,820.54	110	JESSICA GROCERY STORE, INC.		25479	CUSTODIAL SERVICES	2,820.54	
31913	02/13/09	39.60	1117	KELLEY'S SERVICE INC.		25129	REV VEH PARTS	9.05	
						25421	REV VEH PARTS	12.22	
						25422	REV VEH PARTS	18.33	
31914	02/13/09	720.00	878	KELLY SERVICES, INC.		25439	TEMP/OPS W/E 1/25	720.00	
31915	02/13/09	29.94	074	KENVILLE LOCKSMITHS	7	25120	REV VEH PARTS	19.96	
						25435	REPAIRS/MAINTENANCE	9.98	
31916	02/13/09	23.20	001233	KIMBALL MIDWEST		25304	PARTS & SUPPLIES	4.10	
						25305	PARTS & SUPPLIES	19.10	
31917	02/13/09	171.50	001093	KROLL LABORATORY SPECIALISTS		25349	JAN DRUG TESTS	171.50	

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
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 ALL CHECKS FOR ACCOUNTS PAYABLE

DATE: 02/01/09 THRU 02/28/09

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
31918	02/13/09	165.00	852	LAW OFFICES OF MARIE F. SANG	7	25396	WORKERS COMP CLAIM	165.00	
31919	02/13/09	30.00	880	LEXISNEXIS		25346	PROF/TECH SVC/RISK	30.00	
31920	02/13/09	687.00	533	LINDSKOG, P.E., ROBERT	7	25360	PROF/TECH SVC/RISK	687.00	
31921	02/13/09	1,407.05	001119	MACERICH PARTNERSHIP LP	7	25484	CAPITOLA MALL RENT	1,407.05	
31922	02/13/09	1,028.25	041	MISSION UNIFORM		25200	UNIF/LAUNDRY/FLT	132.11	
						25201	UNIF/LAUNDRY/FLT	50.60	
						25202	UNIF/LAUNDRY/FLT	43.26	
						25203	UNIF/LAUNDRY/FLT	226.40	
						25211	UNIF/LAUNDRY/FAC	56.52	
						25326	UNIF/LAUNDRY/FAC	58.23	
						25365	UNIF/LAUNDRY/PT	35.42	
						25428	UNIF/LAUNDRY/FLT	43.26	
						25429	UNIF/LAUNDRY/FLT	199.74	
						25430	UNIF/LAUNDRY/FLT	132.11	
						25431	UNIF/LAUNDRY/FLT	50.60	
31923	02/13/09	15,141.82	001225	NATIONAL SECURITY SERVICE		25330	JAN SECURITY	6,045.80	
						25331	JAN SECURITY	2,960.00	
						25332	JAN SECURITY	1,850.00	
						25333	JAN SECURITY	1,332.00	
						25334	JAN SECURITY	2,080.74	
						25335	JAN SECURITY	873.28	
31924	02/13/09	501.12	887	NEOPOST, INC		25366	POSTAGE/PT	302.40	
						25367	OFFICE SUPPLIES/PT	198.72	
31925	02/13/09	13,380.01	001063	NEW FLYER INDUSTRIES LIMITED		25361	7 TRILOGY BIKE RACKS	11,658.64	
						25362	7 PIVOT PLTS	1,721.37	
31926	02/13/09	2,054.01	002721	NEXTEL COMMUNICATIONS		25438	PHONES/OPS	2,054.01	
31927	02/13/09	27.47	004	NORTH BAY FORD LINC-MERCURY		25409	CREDIT NOTE	-17.17	
						25410	REV VEH PARTS	120.61	
						25411	CREDIT MEMO	-75.97	
31928	02/13/09	88.34	E088	O'DONNELL, SHAWN		25473	EMPLOYMENT EXAMS	88.34	
31929	02/13/09	9,292.42	009	PACIFIC GAS & ELECTRIC		25456	12/25-1/26 DUBOIS	7,358.39	
						25464	12/30-1/29 PACIFIC	1,934.03	
31930	02/13/09	961.16	043	PALACE ART & OFFICE SUPPLY		25063	OFFICE SUPPLIES/FLT	19.27	
						25136	OFFICE SUPPLIES	118.27	
						25195	OFFICE SUPPLY/ADM	49.58	
						25196	LOCAL MTG EXP	123.42	
						25296	OFFICE SUPPLIES/FIN	45.54	
						25328	OFFICE SUPPLY/OPS	140.95	
						25412	OFFICE SUPPLY/ADM	455.57	
						25434	OFFICE SUPPLY/FLT	8.56	
31931	02/13/09	887.00	950	PARADISE LANDSCAPE INC	0	25401	FEB MAINTENANCE	887.00	
31932	02/13/09	84.63	882	PRINT SHOP SANTA CRUZ	7	25363	PRINTING/MTC	84.63	
31933	02/13/09	128.53	107A	PROBUILD		25325	REPAIRS/MAINTENANCE	13.33	
						25400	REPAIRS/MAINTENANCE	96.12	
						25426	REV VEH PARTS	3.88	
						25427	SAFETY SUPPLY	15.20	
31934	02/13/09	93.74	E623	REED, KATHLEEN		25414	RPT SC 01-09-14	93.74	
31935	02/13/09	99.01	002094	RICON CORPORATION		25458	REV VEH PARTS	99.01	
31936	02/13/09	12,376.96	966	S.C. FUELS	0	25231	JAN DIESEL/FLT	12,376.96	
31937	02/13/09	1,112.71	001379	SAFETY-KLEEN		25418	HAZ WASTE DISP	1,112.71	

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
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DATE: 02/01/09 THRU 02/28/09

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
31938	02/13/09	1,986.59	018	SALINAS VALLEY FORD SALES		25124	REV VEH PARTS	1,986.59	
31939	02/13/09	3,642.91	002713	SANTA CRUZ AUTO TECH, INC.		25379	OUT RPR REV VEH	71.25	
						25380	OUT RPR REV VEH	59.20	
						25381	OUT RPR REV VEH	59.20	
						25382	OUT RPR REV VEH	59.20	
						25383	OUT RPR REV VEH	49.71	
						25384	OUT RPR REV VEH	49.71	
						25385	OUT RPR REV VEH	49.71	
						25386	OUT RPR REV VEH	49.71	
						25387	OUT RPR REV VEH	49.71	
						25388	OUT RPR REV VEH	49.71	
						25389	OUT RPR REV VEH	49.71	
						25390	OUT RPR REV VEH	49.71	
						25391	OUT RPR REV VEH	49.71	
						25392	OUT RPR REV VEH	2,946.67	
31940	02/13/09	823.65	135	SANTA CRUZ AUTO PARTS, INC.		25121	PARTS & SUPPLIES	17.09	
						25122	REV VEH PARTS	124.78	
						25198	CLEANING SUPPLIES	38.99	
						25199	PARTS & SUPPLIES	19.01	
						25368	REV VEH PARTS	94.19	
						25369	REV VEH PARTS	110.06	
						25371	REV VEH PARTS	231.50	
						25372	REV VEH PARTS	108.19	
						25424	REV VEH PARTS	40.85	
						25425	CLEANING SUPPLIES	38.99	
31941	02/13/09	2.81	848	SANTA CRUZ ELECTRONICS, INC.		25307	REV VEH PARTS	2.81	
31942	02/13/09	2,033.51	079	SANTA CRUZ MUNICIPAL UTILITIES		25405	JAN SEWER/WTC	67.40	VOIDED
						25406	JAN WATER WTC	465.60	
						25407	JAN GARBAGE/WTC	1,443.56	
						25408	JAN WATER/WTC	56.95	
31942	02/13/09	-2,033.51	079	SANTA CRUZ MUNICIPAL UTILITIES		25405	JAN SEWER/WTC	-67.40	**VOID
						25406	JAN WATER WTC	-465.60	
						25407	JAN GARBAGE/WTC	-1,443.56	
						25408	JAN WATER/WTC	-56.95	
31943	02/13/09	3,563.30	977	SANTA CRUZ TRANSPORTATION, LLC	7	25446	JAN PT SVCS	3,563.30	
31944	02/13/09	263.97	965	SAYLER LEGAL SERVICE, INC.		25153	PROF/TECH SVCS/RISK	97.79	
						25154	PROF/TECH SVCS/RISK	69.76	
						25155	PROF/TECH SVCS/RISK	32.14	
						25156	PROF/TECH SVCS/RISK	32.14	
						25297	PROF SVCS/RISK	32.14	
31945	02/13/09	366.00	957	SECURITY SHORING & STEEL PLT		25233	PLATE RENTAL/FAC	366.00	
31946	02/13/09	2,500.00	002267	SHAW & YODER, INC.		25352	JAN LEGISLATIVE SVC	2,500.00	
31947	02/13/09	100.00	B016	SKILLICORN, DALE	7	25472	FEB BOARD MTGS	100.00	
31948	02/13/09	176.36	E239	SLATER, ROBYN		25475	RECRUITMENT	176.36	
31949	02/13/09	12,116.23	001075	SOQUEL III ASSOCIATES	7	25483	RESEARCH PARK RENT	12,116.23	
31950	02/13/09	2,171.16	001232	SPECIALIZED AUTO AND		25172	OUT RPR REV VEH	59.35	
						25175	OUT RPR REV VEH	380.53	
						25176	OUT RPR REV VEH	235.13	
						25181	OUT RPR REV VEH	50.87	
						25373	OUT RPR REV VEH	256.73	

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
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DATE: 02/01/09 THRU 02/28/09

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
						25374	OUT RPR REV VEH	404.69	
						25375	OUT RPR REV VEH	182.91	
						25376	OUT RPR REV VEH	192.74	
						25377	OUT RPR REV VEH	225.30	
						25378	OUT RPR REV VEH	182.91	
31951	02/13/09	8,135.11	001648	STEVE'S UNION SERVICE		25452	FUELS & LUBE/PT	8,135.11	
31952	02/13/09	2,707.41	002805	TELEPATH CORPORATION		25423	FEB OUT RPR-EQUIP	2,707.41	
31953	02/13/09	1,385.39	001800	THERMO KING OF SALINAS, INC		25457	REV VEH PARTS	1,385.39	
31954	02/13/09	83.32	007	UNITED PARCEL SERVICE		25420	FRT OUT/FLT	83.32	
31955	02/13/09	484.05	221	VEHICLE MAINTENANCE PROGRAM		25394	CREDIT NOTE	-142.13	
						25395	REV VEH PARTS	157.92	
						25460	REV VEH PARTS	468.26	
31956	02/13/09	3,481.64	001083	WATSONVILLE TRANSPORTATION, INC		25447	JAN PT SVCS	3,481.64	
31957	02/13/09	160.69	001223	WATSONVILLE CADILLAC, BUICK,		25370	REV VEH PARTS	160.69	
31958	02/13/09	70.00	682	WEISS, AMY L.	7	25185	JAN INTERPRETER	70.00	
31959	02/13/09	51.55	436	WEST PAYMENT CENTER		25240	CA 09 CIVIL PRACTICE	51.55	
31960	02/13/09	222.43	042	WFCB-OSH COMMERCIAL SERVICES		25416	REPAIRS/MAINTENANCE	167.56	
						25451	SAFETY SUPPLIES/PT	54.87	
31961	02/13/09	221.72	147	ZEE MEDICAL SERVICE CO.		25454	SAFETY SUPPLIES	48.12	
						25463	SAFETY SUPPLIES	103.35	
						25471	SAFETY SUPPLIES	70.25	
31963	02/13/09	2,033.51	130	CITY OF WATSONVILLE UTILITIES		25487	JAN SEWER/WTC	67.40	
						25488	JAN WATER/WTC	465.60	
						25489	JAN GARB/WTC	1,443.56	
						25490	JAN WATER/WTC	56.95	
31964	02/13/09	315.33	001234	SSI		25491	SOFT/HARDWARE/IT	315.33	
31966M02/11/09		184.07	T179	SUB LABAN, WALID & WINONA		25493	REFUND UTILITIES	184.07	MANUAL
				REFUND UTILITIES					
31967M02/23/09		346.00	001857	SWRCB FEES		25528	NOT OF INTENT/STM WA	346.00	MANUAL
				NOT OF INTENT/STM WA					
32061M02/19/09		56.06	M033	BAILEY, NEIL	0	25765	MED PYMT SUPP	56.06	MANUAL
				MED PYMT SUPP					
32062M02/19/09		28.03	M036	CERVANTES, GLORIA	0	25766	MED PYMT SUPP	28.03	MANUAL
				MED PYMT SUPP					
32063M02/19/09		28.03	M039	DAVILA, ANA MARIA	0	25767	MED PYMT SUPP	28.03	MANUAL
				MED PYMT SUPP					
32064M02/19/09		28.03	M040	GARBEZ, LINDA	0	25768	MED PYMT SUPP	28.03	MANUAL
				MED PYMT SUPP					
32065M02/19/09		56.06	M100	GARCIA, SANTIAGO	0	25769	MED PYMT SUPP	56.06	MANUAL
				MED PYMT SUPP					
32066M02/19/09		56.06	M041	GOUVEIA, ROBERT	0	25770	MED PYMT SUPP	56.06	MANUAL
				MED PYMT SUPP					
32067M02/19/09		72.94	M081	HALL, JAMES	0	25771	MED PYMT SUPP	72.94	MANUAL
				MED PYMT SUPP					
32068M02/19/09		28.03	M050	O'MARA, KATHLEEN	0	25772	MED PYMT SUPP	28.03	MANUAL
				MED PYMT SUPP					
32069M02/19/09		28.03	M109	PEREZ, CHERYL		25773	MED PYMT SUPP	28.03	MANUAL
				MED PYMT SUPP					
32070M02/19/09		56.06	M085	ROSSI, DENISE	0	25774	MED PYMT SUPP	56.06	MANUAL
				MED PYMT SUPP					

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
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DATE: 02/01/09 THRU 02/28/09

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
32071M02/19/09		28.03	M030	ROWE, RUBY		25775	MED PYMT SUPP	28.03	MANUAL
32072M02/19/09		56.06	M054	SLOAN, FRANCIS	0	25776	MED PYMT SUPP	56.06	MANUAL
32073M02/19/09		28.03	M086	TOLINE, DONALD	0	25777	MED PYMT SUPP	28.03	MANUAL
32074M02/19/09		28.03	M088	YAGI, RANDY	0	25778	MED PYMT SUPP	28.03	MANUAL
32075M02/19/09		218.96	M005	ROSS, EMERY	0	25779	MED PYMT SUPP	218.96	MANUAL
32076M02/19/09		56.06	M022	CAPELLA, KATHLEEN	0	25780	MED PYMT SUPP	56.06	MANUAL
32077M02/19/09		246.99	M061	KAMEDA, TERRY	0	25781	MED PYMT SUPP	246.99	MANUAL
32078M02/19/09		217.29	M057	PARHAM, WALLACE	0	25782	MED PYMT SUPP	217.29	MANUAL
32079M02/19/09		180.17	M064	PETERS, TERRIE	0	25783	MED PYMT SUPP	180.17	MANUAL
32080M02/19/09		28.03	M070	PICARELLA, FRANCIS	0	25784	MED PYMT SUPP	28.03	MANUAL
32081M02/19/09		217.29	M058	POTEETE, BEVERLY	0	25785	MED PYMT SUPP	217.29	MANUAL
32082M02/19/09		156.17	M010	SHORT, SLOAN	0	25786	MED PYMT SUPP	156.17	MANUAL
32083M02/19/09		28.03	M073	CENTER, DOUG	0	25787	MED PYMT SUPP	28.03	MANUAL
32084M02/19/09		28.03	M092	CRAWFORD, TERRI	0	25788	MED PYMT SUPP	28.03	MANUAL
32085M02/19/09		28.03	M096	DRAKE, JUDITH	0	25789	MED PYMT SUPP	28.03	MANUAL
32086M02/19/09		28.03	M099	FIKE, LOUIS	0	25790	MED PYMT SUPP	28.03	MANUAL
32087M02/19/09		67.46	M074	GABRIELE, BERNARD	0	25791	MED PYMT SUPP	67.46	MANUAL
32088M02/19/09		28.03	M101	GOES, ALAN	0	25792	MED PYMT SUPP	28.03	MANUAL
32089M02/19/09		28.03	M104	JUSSEL, PETE	0	25793	MED PYMT SUPP	28.03	MANUAL
32090M02/19/09		28.03	M117	POLANCO, ANDRES		25794	MED PYMT SUPP	28.03	MANUAL
32091M02/19/09		28.03	M112	SILVA, EDUARDO	0	25795	MED PYMT SUPP	28.03	MANUAL
32092M02/19/09		217.29	M076	VONWAL, YVETTE	0	25796	MED PYMT SUPP	217.29	MANUAL
TOTAL		395,813.39		ACCOUNTS PAYABLE			TOTAL CHECKS	170	395,813.39

5-1.7

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** March 27, 2009

**TO:** Board of Directors

**FROM:** Angela Aitken, Finance Manager



**SUBJECT: MONTHLY BUDGET STATUS REPORTS FOR JANUARY 2009.**

## I. RECOMMENDED ACTION

**That the Board of Directors accept and file the budget status reports for the month of January 2009.**

## II. SUMMARY OF ISSUES

- **Operating Revenues** for the month of January 2009 were \$103K or 5 % under the amount of revenue expected for January 2009.
- **Consolidated Operating Expenses** for the month of January 2009 were \$21K or 1 % under budget.
- **Capital Budget** spending year to date through January 2009 was \$11,250K or 37 % of the Capital budget.

## III. DISCUSSION

An analysis of the District's budget status is prepared monthly in order to apprise the Board of Directors of the District's actual revenues, expenses and capital in relation to the adopted operating and capital budgets for the fiscal year. The attached monthly revenue, expense and capital reports represent the status of the District's FY09 operating and capital budgets versus actual expenditures for the month.

The adopted December 19, 2008 revised FY09 & FY10 Budget numbers are reflected in January's report.

The fiscal year has elapsed **58%**.

5-2.1

**A. Operating Revenue**

For the month of January 2009 revenue was \$103K or 5 % under the amount of revenue expected for the month. Revenue variances are explained in the notes at the end of the revenue report.

**B. Operating Expense by Department**

Total Operating Expenses by Department for the month of January 2009 were \$21K or 1 % under budget; 3 % over where we were in FY08. Majority of the variance is due to lower than anticipated Personnel expenses in Paratransit Program, Haz Mat Disposal costs in Facilities, and Fuel & Lube Rev Vehicles expenses in Fleet.

**C. Consolidated Operating Expenses**

Consolidated Operating Expenses for the month of January 2009 were \$21K or 1 % under budget. Personnel Expenses, Prof & Tech Fees, Haz Mat Disposal and Fuels & Lube Rev Veh all contributed to the variance. Further explanation of these accounts is contained in the notes following the report.

**D. Capital Budget**

Capital Budget spending year to date through January 2009 was \$11,250K or 37 % of the Capital budget. Of this, \$3,310K has been spent of the MetroBase Maintenance Facility project, \$3,567K has been spent on the Local Bus Replacement , \$1,383K has been spent on the CNG Bus Conversions, and \$2,359K has been spent on the H17 Bus Replacement project.

**IV. FINANCIAL CONSIDERATIONS**

At this time, our Operating and Capital Budget are within tolerable variances.

**IV. ATTACHMENTS**

- Attachment A:** FY09 Operating Revenue for the month ending – 01/31/09  
FY09 Operating Expenses by Department for the month ending – 01/31/09  
FY09 Consolidated Operating Expenses for the month ending – 01/31/09  
FY09 Capital Budget Reports for the month ending – 01/31/09

Prepared by: Kristina Mihaylova

5-2.2



**FY09**  
**Operating Revenue**  
*For the month ending - January 31, 2009*

Percent of Year Elapsed - 58%

Revenue Source	Current Period				Notes	Year to Date				YTD Year Over Year Comparison			
	Actual	Budget	\$ Var	% Var		Actual	Budget	\$ Var	% Var	FY09 Actual	FY08 Actual	\$ Var	% Var
Passenger Fares	\$ 246,152	\$ 271,528	\$ (25,376)	-9%		\$ 1,992,643	\$ 2,040,285	\$ (47,642)	-2%	\$ 1,992,643	\$ 2,036,046	\$ (43,403)	-2%
Paratransit Fares	\$ 17,063	\$ 17,408	\$ (345)	-2%		\$ 214,764	\$ 196,599	\$ 18,165	9%	\$ 214,764	\$ 133,959	\$ 80,805	60%
Special Transit Fares	\$ 415,594	\$ 455,353	\$ (39,759)	-9%		\$ 1,872,415	\$ 1,880,188	\$ (7,773)	0%	\$ 1,872,415	\$ 1,544,490	\$ 327,925	21%
Highway 17 Fares	\$ 81,308	\$ 63,315	\$ 17,993	28%		\$ 609,545	\$ 552,243	\$ 57,302	10%	\$ 609,545	\$ 473,271	\$ 136,274	29%
Highway 17 Payments	\$ 38,985	\$ 52,435	\$ (13,450)	-26%		\$ 252,515	\$ 287,824	\$ (35,309)	-12%	\$ 252,515	\$ 287,293	\$ (34,778)	-12%
<b>Subtotal Passenger Revenue</b>	<b>\$ 799,102</b>	<b>\$ 860,039</b>	<b>\$ (60,937)</b>	<b>-7%</b>	<b>1</b>	<b>\$ 4,941,882</b>	<b>\$ 4,957,139</b>	<b>\$ (15,257)</b>	<b>0%</b>	<b>\$ 4,941,882</b>	<b>\$ 4,475,059</b>	<b>\$ 466,823</b>	<b>10%</b>
Commissions	\$ -	\$ 413	\$ (413)	-100%		\$ 3,213	\$ 2,886	\$ 327	11%	\$ 3,213	\$ 3,242	\$ (29)	-1%
Advertising Income	\$ 18,913	\$ 7,105	\$ 11,808	166%	2	\$ 87,071	\$ 49,735	\$ 37,336	75%	\$ 87,071	\$ 172,245	\$ (85,174)	-49%
Rent Income - SC Pacific Station	\$ 7,512	\$ 7,512	\$ -	0%		\$ 52,398	\$ 52,398	\$ -	0%	\$ 52,398	\$ 44,912	\$ 7,486	17%
Rent Income - Watsonville TC	\$ 2,852	\$ 2,821	\$ 31	1%		\$ 22,441	\$ 22,379	\$ 62	0%	\$ 22,441	\$ 24,925	\$ (2,484)	-10%
Rent Income - General	\$ -	\$ -	\$ -	0%		\$ 12,659	\$ -	\$ 12,659	100%	\$ 12,659	\$ -	\$ 12,659	100%
Interest Income	\$ 33,956	\$ 27,290	\$ 6,666	24%	3	\$ 273,513	\$ 190,112	\$ 83,401	44%	\$ 273,513	\$ 646,570	\$ (373,057)	-58%
Other Non-Transp Revenue	\$ 66	\$ 417	\$ (351)	-84%		\$ 4,593	\$ 2,919	\$ 1,674	57%	\$ 4,593	\$ 123,642	\$ (119,049)	-96%
Sales Tax Revenue	\$ 1,188,600	\$ 1,247,950	\$ (59,350)	-5%	4	\$ 9,856,596	\$ 9,894,504	\$ (37,908)	0%	\$ 9,856,596	\$ 10,177,957	\$ (321,361)	-3%
Transp Dev Act (TDA) - Op Asst	\$ -	\$ -	\$ -	0%		\$ 2,989,232	\$ 2,989,232	\$ -	0%	\$ 2,989,232	\$ 3,181,018	\$ (191,786)	-6%
<b>Subtotal Other Revenue</b>	<b>\$ 1,251,899</b>	<b>\$ 1,293,508</b>	<b>\$ (41,609)</b>	<b>-3%</b>		<b>\$ 13,301,716</b>	<b>\$ 13,204,165</b>	<b>\$ 97,551</b>	<b>1%</b>	<b>\$ 13,301,716</b>	<b>\$ 14,374,511</b>	<b>\$ (1,072,795)</b>	<b>-7%</b>
FTA Sec 5307 - Op Asst	\$ -	\$ -	\$ -	0%		\$ 3,426,293	\$ 3,426,293	\$ -	0%	\$ 3,426,293	\$ 3,153,552	\$ 272,741	9%
Repay FTA Advance	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
FTA Sec 5311 - Rural Op Asst	\$ -	\$ -	\$ -	0%		\$ 161,615	\$ 161,615	\$ -	0%	\$ 161,615	\$ 149,335	\$ 12,280	8%
Sec 5303 - AMBAG Funding	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ (3,169)	\$ 3,169	-100%
FTA Sec 5317 - Op Assistance	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ 17,785	\$ (17,785)	-100%
<b>Subtotal Grant Revenue</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>		<b>\$ 3,587,908</b>	<b>\$ 3,587,908</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ 3,587,908</b>	<b>\$ 3,317,503</b>	<b>\$ 270,405</b>	<b>8%</b>
<b>Subtotal Operating Revenue</b>	<b>\$ 2,051,001</b>	<b>\$ 2,153,547</b>	<b>\$ (102,546)</b>	<b>-5%</b>		<b>\$ 21,831,506</b>	<b>\$ 21,749,212</b>	<b>\$ 82,294</b>	<b>0%</b>	<b>\$ 21,831,506</b>	<b>\$ 22,167,073</b>	<b>\$ (335,567)</b>	<b>-2%</b>
<b>Total Operating Expenses</b>	<b>\$ 3,243,995</b>					<b>\$ 20,437,336</b>				<b>\$ 20,437,336</b>	<b>\$ 13,969,196</b>		
<b>Variance</b>	<b>\$ (1,192,994)</b>					<b>\$ 1,394,171</b>				<b>\$ 1,394,171</b>	<b>\$ 8,197,877</b>		
<b>One-Time Revenue</b>													
Transfer (to)/from Capital Reserves	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Transfer (to)/from Cash Flow Res	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Transfer (to)/from W/C Reserve	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Transfer (to)/from Liab Ins Res	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Carryover from Previous Year	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
<b>Subtotal One-Time Revenue</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>Total Revenue</b>	<b>\$ 2,051,001</b>	<b>\$ 2,153,547</b>	<b>\$ (102,546)</b>	<b>-5%</b>		<b>\$ 21,831,506</b>	<b>\$ 21,749,212</b>	<b>\$ 82,294</b>	<b>0%</b>	<b>\$ 21,831,506</b>	<b>\$ 22,167,073</b>	<b>\$ (335,567)</b>	<b>-2%</b>
<b>Total Operating Expenses</b>	<b>\$ 3,243,995</b>					<b>\$ 20,437,336</b>				<b>\$ 20,437,336</b>	<b>\$ 13,969,196</b>		
<b>Variance</b>	<b>\$ (1,192,994)</b>					<b>\$ 1,394,171</b>				<b>\$ 1,394,171</b>	<b>\$ 8,197,877</b>		

5-2.91

Attachment A





**FY09**  
**Operating Revenue**  
*For the month ending - January 31, 2009*

Percent of Year Elapsed - 58%

<u>Revenue Source</u>	<u>Actual</u>	<u>Current Period</u>				<u>Notes</u>	<u>Year to Date</u>				<u>YTD Year Over Year Comparison</u>			
		<u>Budget</u>	<u>\$ Var</u>	<u>% Var</u>	<u>Actual</u>		<u>Budget</u>	<u>\$ Var</u>	<u>% Var</u>	<u>Actual</u>	<u>FY09</u>	<u>FY08</u>	<u>\$ Var</u>	<u>% Var</u>

Current Period Notes:

- 1) **Passenger Revenue** is under budget due to a decrease in ridership.
- 2) **Advertising Income** is over budget due to more advertising than expected.
- 3) **Interest Income** is over budget due to revenue budgeted using County Treasury estimates, while a higher interest rate was actually paid.
- 4) **Sales Tax Revenue** is under budget due to less consumer discretionary spending and current economic conditions.

5-2.92



**FY09**  
**Operating Expenses by Department**  
*For the month ending - January 31, 2009*

	Current Period				Notes	Year to Date				YTD Year Over Year Comparison			
	Actual	Budget	\$ Var	% Var		Actual	Budget	\$ Var	% Var	Actual FY09	FY08	\$ Var	% Var
<b>Departmental Personnel Expenses</b>													
700 - SCCIC			\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
1100 - Administration	\$ 72,307	\$ 87,059	\$ -5,248	-8%		\$ 541,000	\$ 534,629	\$ 6,371	1%	\$ 541,000	\$ 526,875	\$ 14,125	3%
1200 - Finance	\$ 107,125	\$ 94,150	\$ 12,975	14%		\$ 447,060	\$ 467,009	\$ (19,949)	-4%	\$ 447,060	\$ 314,083	\$ 132,977	42%
1300 - Customer Service	\$ 42,018	\$ 37,520	\$ 4,498	12%		\$ 254,060	\$ 262,640	\$ (8,580)	-3%	\$ 254,060	\$ 230,976	\$ 23,084	10%
1400 - Human Resources	\$ 49,321	\$ 48,084	\$ 1,237	3%		\$ 319,374	\$ 336,587	\$ (17,213)	-5%	\$ 319,374	\$ 294,110	\$ 25,264	9%
1500 - Information Technology	\$ 45,394	\$ 41,751	\$ 3,643	9%		\$ 289,231	\$ 292,262	\$ (3,031)	-1%	\$ 289,231	\$ 282,032	\$ 7,199	3%
1700 - District Counsel	\$ 41,003	\$ 37,703	\$ 3,300	9%		\$ 246,541	\$ 263,921	\$ (17,380)	-7%	\$ 246,541	\$ 230,196	\$ 16,345	7%
1800 - Risk Management	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
2200 - Facilities Maintenance	\$ 91,700	\$ 82,896	\$ 8,804	11%		\$ 557,833	\$ 580,273	\$ (22,440)	-4%	\$ 557,833	\$ 505,991	\$ 51,842	10%
3100 - Paratransit Program	\$ 287,773	\$ 293,714	\$ (5,941)	-2%		\$ 1,758,304	\$ 2,055,998	\$ (297,694)	-14%	\$ 1,758,304	\$ 1,628,881	\$ 129,423	8%
3200 - Operations	\$ 176,235	\$ 174,870	\$ 1,365	1%		\$ 1,137,932	\$ 1,289,749	\$ (151,817)	-12%	\$ 1,137,932	\$ 1,122,063	\$ 15,869	1%
3300 - Bus Operators	\$ 1,273,684	\$ 1,162,881	\$ 110,803	10%		\$ 7,708,319	\$ 8,140,168	\$ (431,849)	-5%	\$ 7,708,319	\$ 7,301,735	\$ 406,584	6%
4100 - Fleet Maintenance	\$ 342,292	\$ 320,343	\$ 21,949	7%		\$ 2,185,249	\$ 2,301,714	\$ (116,465)	-5%	\$ 2,185,249	\$ 2,262,237	\$ (76,988)	-3%
9001 - Cobra Benefits	\$ 445	\$ -	\$ 445	100%		\$ 2,406	\$ -	\$ 2,406	100%	\$ 2,406	\$ (2,929)	\$ 5,335	-182%
9005 - Retired Employee Benefits	\$ 142,041	\$ 143,457	\$ (1,416)	-1%		\$ 908,843	\$ 1,004,198	\$ (95,355)	-9%	\$ 908,843	\$ 850,071	\$ 58,772	7%
9014 - Operating Grants	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
110020 - Operating Grants	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
100 - New Flyer Parts Credit	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
<b>Subtotal Personnel Expenses</b>	<b>\$ 2,671,338</b>	<b>\$ 2,504,428</b>	<b>\$ 166,910</b>	<b>7%</b>		<b>\$ 16,356,152</b>	<b>\$ 17,529,147</b>	<b>\$ (1,172,995)</b>	<b>-7%</b>	<b>\$ 16,356,152</b>	<b>\$ 15,546,321</b>	<b>\$ 809,831</b>	<b>5%</b>
<b>Departmental Non-Personnel Expenses</b>													
700 - SCCIC	\$ -	\$ -	\$ -	0%		\$ 270	\$ 300	\$ (30)	-10%	\$ 270	\$ 260	\$ 10	4%
1100 - Administration	\$ 28,961	\$ 34,661	\$ (5,700)	-16%		\$ 139,855	\$ 259,520	\$ (119,665)	-46%	\$ 139,855	\$ 379,946	\$ (240,091)	-63%
1200 - Finance	\$ 49,534	\$ 55,575	\$ (6,041)	-11%		\$ 467,408	\$ 549,275	\$ (81,867)	-15%	\$ 467,408	\$ 431,592	\$ 35,816	8%
1300 - Customer Service	\$ 7,759	\$ 2,924	\$ 4,835	165%		\$ 53,567	\$ 59,119	\$ (5,552)	-9%	\$ 53,567	\$ 45,437	\$ 8,130	18%
1400 - Human Resources	\$ 2,033	\$ 11,116	\$ (9,083)	-82%		\$ 20,071	\$ 77,811	\$ (57,740)	-74%	\$ 20,071	\$ 21,527	\$ (1,456)	-7%
1500 - Information Technology	\$ 9,350	\$ 9,589	\$ (239)	-2%		\$ 64,880	\$ 73,119	\$ (8,239)	-11%	\$ 64,880	\$ 127,048	\$ (62,168)	-49%
1700 - District Counsel	\$ 828	\$ 1,692	\$ (864)	-51%		\$ 8,554	\$ 11,843	\$ (3,289)	-28%	\$ 8,554	\$ 12,972	\$ (4,418)	-34%
1800 - Risk Management	\$ 6,938	\$ 20,833	\$ (13,895)	-67%		\$ 31,179	\$ 145,831	\$ (114,652)	-79%	\$ 31,179	\$ 18,158	\$ 13,021	72%
2200 - Facilities Maintenance	\$ 181,170	\$ 176,702	\$ 4,468	3%		\$ 991,605	\$ 1,029,412	\$ (37,807)	-4%	\$ 991,605	\$ 297,473	\$ 694,132	233%
3100 - Paratransit Program	\$ 39,549	\$ 72,526	\$ (32,977)	-45%		\$ 388,396	\$ 507,682	\$ (121,286)	-24%	\$ 388,396	\$ 463,306	\$ (76,910)	-17%
3200 - Operations	\$ 39,080	\$ 41,039	\$ (1,959)	-5%		\$ 345,785	\$ 303,773	\$ 42,012	14%	\$ 345,785	\$ 314,221	\$ 31,564	10%
3300 - Bus Operators	\$ -	\$ 334	\$ (334)	-100%		\$ 4,164	\$ 5,836	\$ (1,672)	-29%	\$ 4,164	\$ 4,793	\$ (629)	-13%
4100 - Fleet Maintenance	\$ 207,457	\$ 333,062	\$ (125,605)	-38%		\$ 1,555,608	\$ 2,541,435	\$ (985,827)	-39%	\$ 1,555,608	\$ 2,209,963	\$ (654,355)	-30%
9001 - Cobra Benefits	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ 1,094	\$ (1,094)	-100%
9005 - Retired Employee Benefits	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
9014 - Operating Grants	\$ -	\$ -	\$ -	0%		\$ 11,848	\$ -	\$ 11,848	100%	\$ 11,848	\$ (575)	\$ 12,423	-2181%
110020 - Operating Grants	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
100 - New Flyer Parts Credit	\$ -	\$ -	\$ -	0%		\$ 0	\$ -	\$ 0	100%	\$ 0	\$ -	\$ 0	100%
<b>Subtotal Non-Personnel Expenses</b>	<b>\$ 672,659</b>	<b>\$ 760,053</b>	<b>\$ (87,394)</b>	<b>-25%</b>		<b>\$ 4,081,190</b>	<b>\$ 5,564,956</b>	<b>\$ (1,483,766)</b>	<b>-27%</b>	<b>\$ 4,081,190</b>	<b>\$ 4,327,215</b>	<b>\$ (246,025)</b>	<b>-6%</b>

5-2.03



**FY09**  
**Operating Expenses by Department**  
**For the month ending - January 31, 2009**

	Current Period				Notes	Year to Date				YTD Year Over Year Comparison			
	Actual	Budget	\$ Var	% Var		Actual	Budget	\$ Var	% Var	Actual FY09	FY08	\$ Var	% Var
<b>Total Departmental Expenses</b>													
700 - SCCIC	\$ -	\$ -	\$ -	0%		\$ 270	\$ 300	\$ (30)	-10%	\$ 270	\$ 260	\$ 10	4%
1100 - Administration	\$ 101,268	\$ 101,720	\$ (452)	0%		\$ 680,855	\$ 794,148	\$ (113,293)	-14%	\$ 680,855	\$ 906,821	\$ (225,966)	-25%
1200 - Finance	\$ 156,659	\$ 149,725	\$ 6,934	5%		\$ 914,468	\$ 1,016,284	\$ (101,816)	-10%	\$ 914,468	\$ 745,675	\$ 168,793	23%
1300 - Customer Service	\$ 49,777	\$ 40,444	\$ 9,333	23%		\$ 307,627	\$ 321,759	\$ (14,132)	-4%	\$ 307,627	\$ 276,413	\$ 31,214	11%
1400 - Human Resources	\$ 51,354	\$ 59,200	\$ (7,846)	-13%		\$ 339,445	\$ 414,398	\$ (74,953)	-18%	\$ 339,445	\$ 315,637	\$ 23,808	8%
1500 - Information Technology	\$ 54,744	\$ 51,340	\$ 3,404	7%		\$ 354,111	\$ 365,381	\$ (11,270)	-3%	\$ 354,111	\$ 409,080	\$ (54,969)	-13%
1700 - District Counsel	\$ 41,831	\$ 39,395	\$ 2,436	6%		\$ 255,095	\$ 275,764	\$ (20,669)	-7%	\$ 255,095	\$ 243,168	\$ 11,927	5%
1800 - Risk Management	\$ 6,938	\$ 20,833	\$ (13,895)	-67%	1	\$ 31,179	\$ 145,831	\$ (114,652)	-79%	\$ 31,179	\$ 18,158	\$ 13,021	72%
2200 - Facilities Maintenance	\$ 272,870	\$ 259,598	\$ 13,272	5%	2	\$ 1,549,438	\$ 1,609,685	\$ (60,247)	-4%	\$ 1,549,438	\$ 803,464	\$ 745,974	93%
3100 - Paratransit Program	\$ 327,322	\$ 366,240	\$ (38,918)	-11%	3	\$ 2,144,700	\$ 2,563,680	\$ (418,980)	-16%	\$ 2,144,700	\$ 2,082,187	\$ 62,513	3%
3200 - Operations	\$ 215,315	\$ 215,909	\$ (594)	0%		\$ 1,483,717	\$ 1,593,522	\$ (109,805)	-7%	\$ 1,483,717	\$ 1,436,284	\$ 47,433	3%
3300 - Bus Operators	\$ 1,273,684	\$ 1,163,215	\$ 110,469	9%	4	\$ 7,712,483	\$ 8,146,004	\$ (433,521)	-5%	\$ 7,712,483	\$ 7,306,528	\$ 405,955	6%
4100 - Fleet Maintenance	\$ 549,749	\$ 653,405	\$ (103,656)	-16%	5	\$ 3,740,857	\$ 4,843,149	\$ (1,102,292)	-23%	\$ 3,740,857	\$ 4,472,200	\$ (731,343)	-16%
9001 - Cobra Benefits	\$ 445	\$ -	\$ 445	100%		\$ 2,406	\$ -	\$ 2,406	100%	\$ 2,406	\$ (1,835)	\$ 4,241	-231%
9005 - Retired Employee Benefits	\$ 142,041	\$ 143,457	\$ (1,416)	-1%		\$ 908,843	\$ 1,004,198	\$ (95,355)	-9%	\$ 908,843	\$ 850,071	\$ 58,772	7%
9014 - Operating Grants	\$ -	\$ -	\$ -	0%		\$ 11,848	\$ -	\$ 11,848	100%	\$ 11,848	\$ (575)	\$ 12,423	-2161%
110020 - Operating Grants	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
100 - New Flyer Parts Credit	\$ -	\$ -	\$ -	0%		\$ 0	\$ -	\$ 0	100%	\$ 0	\$ -	\$ 0	100%
<b>Total Operating Expenses</b>	<b>\$ 3,243,997</b>	<b>\$ 3,264,481</b>	<b>\$ (20,484)</b>	<b>-1%</b>		<b>\$ 20,437,342</b>	<b>\$ 23,094,102</b>	<b>\$ (2,656,760)</b>	<b>-12%</b>	<b>\$ 20,437,342</b>	<b>\$ 19,873,536</b>	<b>\$ 563,806</b>	<b>3%</b>

\*\* does not include depreciation

**Current Period Notes:**

- 1) **Customer service** is over budget due to printing expenses for bus passes and coupons in January 2009.
- 2) **Risk Management** is under budget due to below budgeted settlement costs paid in January 2009.
- 3) **Facilities Maintenance** is over budget due to accruals adjustment entries and December 2008 invoices for repair - equipment paid in January 2009.
- 4) **Paratransit Program** is under budget due to not being at full complement and less than anticipated fuel and purchased transportation costs.
- 5) **Bus Operators** is over budget due to accruals adjustment entries for the prior month.
- 6) **Fleet** is under budget due to less than anticipated fuel costs.

5-2.04



**FY09**  
**Consolidated Operating Expenses**  
 For the month ending - January 31, 2009

	Current Period					Year to Date				YTD Year Over Year Comparison			
	Actual	Budget	\$ Var	% Var	Notes	Actual	Budget	\$ Var	% Var	FY09	FY08	\$ Var	% Var
<b>LABOR</b>													
501011 Bus Operator Pay	\$ 682,914	\$ 703,961	\$ (21,047)	-3%		\$ 4,513,578	\$ 4,927,726	\$ (414,148)	-8%	\$ 4,513,578	\$ 4,279,179	\$ 234,399	5%
501013 Bus Operator Overtime	\$ 168,119	\$ 131,653	\$ 36,465	28%		\$ 757,344	\$ 921,574	\$ (164,230)	-18%	\$ 757,344	\$ 753,235	\$ 4,109	1%
501021 Other Salaries	\$ 573,433	\$ 497,698	\$ 75,735	15%		\$ 3,567,350	\$ 3,530,075	\$ 37,275	1%	\$ 3,567,350	\$ 3,443,617	\$ 123,733	4%
501023 Other Overtime	\$ 25,519	\$ 27,472	\$ (1,952)	-7%		\$ 149,631	\$ 192,301	\$ (42,670)	-22%	\$ 149,631	\$ 173,928	\$ (24,297)	-14%
<b>Total Labor -</b>	<b>\$ 1,449,985</b>	<b>\$ 1,360,784</b>	<b>\$ 89,201</b>	<b>7%</b>		<b>\$ 8,987,903</b>	<b>\$ 9,571,676</b>	<b>\$ (583,774)</b>	<b>-6%</b>	<b>\$ 8,987,903</b>	<b>\$ 8,649,959</b>	<b>\$ 337,944</b>	<b>4%</b>
<b>FRINGE BENEFITS</b>													
502011 Medicare/Soc. Sec.	\$ 21,626	\$ 17,887	\$ 3,740	21%		\$ 127,476	\$ 125,207	\$ 2,270	2%	\$ 127,476	\$ 119,897	\$ 7,579	6%
502021 Retirement	\$ 216,139	\$ 199,817	\$ 16,322	8%		\$ 1,312,796	\$ 1,398,719	\$ (85,923)	-6%	\$ 1,312,796	\$ 1,174,824	\$ 137,972	12%
502031 Medical Insurance	\$ 448,803	\$ 461,945	\$ (13,142)	-3%		\$ 2,935,836	\$ 3,233,559	\$ (297,722)	-9%	\$ 2,935,836	\$ 2,656,393	\$ 279,443	11%
502041 Dental Insurance	\$ 39,625	\$ 41,935	\$ (2,310)	-6%		\$ 278,679	\$ 293,538	\$ (14,860)	-5%	\$ 278,679	\$ 269,788	\$ 8,891	3%
502045 Vision Insurance	\$ 11,189	\$ 11,619	\$ (430)	-4%		\$ 77,853	\$ 81,333	\$ (3,480)	-4%	\$ 77,853	\$ 75,926	\$ 1,927	3%
502051 Life Insurance	\$ 3,669	\$ 4,181	\$ (512)	-12%		\$ 25,412	\$ 29,267	\$ (3,855)	-13%	\$ 25,412	\$ 23,227	\$ 2,185	9%
502060 State Disability	\$ 19,919	\$ 23,174	\$ (3,255)	-14%		\$ 89,438	\$ 162,213	\$ (72,775)	-45%	\$ 89,438	\$ 69,487	\$ 19,951	29%
502061 Disability Insurance	\$ 16,764	\$ 19,189	\$ (2,426)	-13%		\$ 124,006	\$ 134,326	\$ (10,320)	-8%	\$ 124,006	\$ 119,131	\$ 4,875	4%
502071 State Unemp. Ins	\$ 28,140	\$ 4,461	\$ 23,679	531%		\$ 47,570	\$ 31,229	\$ 16,341	52%	\$ 47,570	\$ 47,926	\$ (356)	-1%
502081 Worker's Comp Ins	\$ 49,503	\$ 83,349	\$ (33,845)	-41%		\$ 533,752	\$ 582,357	\$ (48,605)	-8%	\$ 533,752	\$ 629,117	\$ (95,365)	-15%
502083 Worker's Comp IBNR	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
502101 Holiday Pay	\$ 125,173	\$ 32,676	\$ 92,497	283%		\$ 270,175	\$ 228,716	\$ 41,459	18%	\$ 270,175	\$ 249,880	\$ 20,295	8%
502103 Floating Holiday	\$ 6,486	\$ 5,817	\$ 669	12%		\$ 16,877	\$ 40,717	\$ (23,840)	-59%	\$ 16,877	\$ 15,020	\$ 1,857	12%
502109 Sick Leave	\$ 56,423	\$ 80,035	\$ (23,612)	-30%		\$ 351,963	\$ 506,021	\$ (154,058)	-30%	\$ 351,963	\$ 326,534	\$ 25,429	8%
502111 Annual Leave	\$ 156,308	\$ 135,141	\$ 21,166	16%		\$ 1,052,939	\$ 952,996	\$ 99,943	10%	\$ 1,052,939	\$ 982,205	\$ 70,734	7%
502121 Other Paid Absence	\$ 14,339	\$ 10,357	\$ 3,982	38%		\$ 76,435	\$ 72,490	\$ 3,945	5%	\$ 76,435	\$ 69,267	\$ 7,168	10%
502251 Physical Exams	\$ 1,050	\$ 1,107	\$ (57)	-5%		\$ 3,855	\$ 7,747	\$ (3,892)	-50%	\$ 3,855	\$ 3,603	\$ 252	7%
502253 Driver Lic Renewal	\$ 206	\$ 363	\$ (157)	-43%		\$ 780	\$ 2,538	\$ (1,758)	-69%	\$ 780	\$ 864	\$ (84)	-10%
502999 Other Fringe Benefits	\$ 5,990	\$ 10,591	\$ (4,601)	-43%		\$ 42,404	\$ 74,492	\$ (32,087)	-43%	\$ 42,404	\$ 63,270	\$ (20,866)	-33%
<b>Total Fringe Benefits -</b>	<b>\$ 1,221,354</b>	<b>\$ 1,143,644</b>	<b>\$ 77,709</b>	<b>7%</b>		<b>\$ 7,368,248</b>	<b>\$ 7,957,466</b>	<b>\$ (589,219)</b>	<b>-7%</b>	<b>\$ 7,368,248</b>	<b>\$ 6,896,359</b>	<b>\$ 471,889</b>	<b>7%</b>
<b>Total Personnel Expenses -</b>	<b>\$ 2,671,338</b>	<b>\$ 2,504,428</b>	<b>\$ 166,910</b>	<b>7%</b>	<b>1</b>	<b>\$ 16,356,150</b>	<b>\$ 17,529,143</b>	<b>\$ (1,172,992)</b>	<b>-7%</b>	<b>\$ 16,356,150</b>	<b>\$ 15,546,318</b>	<b>\$ 809,832</b>	<b>5%</b>

5-2.95



**FY09**  
**Consolidated Operating Expenses**  
**For the month ending - January 31, 2009**

	Current Period					Year to Date				YTD Year Over Year Comparison			
	Actual	Budget	\$ Var	% Var	Notes	Actual	Budget	\$ Var	% Var	FY09	FY08	\$ Var	% Var
<b>SERVICES</b>													
503011 Acctg & Audit Fees	\$ 497	\$ -	\$ 497	100%		\$ 40,697	\$ 50,250	\$ (9,553)	-19%	\$ 40,697	\$ 38,665	\$ 2,032	5%
503012 Admin & Bank Fees	\$ 983	\$ 1,350	\$ (367)	-27%		\$ 98,370	\$ 105,500	\$ (7,130)	-7%	\$ 98,370	\$ 86,348	\$ 12,022	14%
503031 Prof & Tech Fees	\$ 5,050	\$ 25,286	\$ (20,235)	-80%	2	\$ 61,578	\$ 211,500	\$ (149,922)	-71%	\$ 61,578	\$ 88,309	\$ (26,731)	-30%
503032 Legislative Services	\$ 7,500	\$ 8,367	\$ (867)	-10%		\$ 52,500	\$ 58,567	\$ (6,067)	-10%	\$ 52,500	\$ 52,970	\$ (470)	-1%
503033 Legal Services	\$ -	\$ 4,583	\$ (4,583)	-100%		\$ -	\$ 32,083	\$ (32,083)	-100%	\$ -	\$ 1,259	\$ (1,259)	-100%
503034 Pre-Employ Exams	\$ 1,759	\$ 1,288	\$ 471	37%		\$ 6,791	\$ 9,018	\$ (2,227)	-25%	\$ 6,791	\$ 6,107	\$ 684	11%
503041 Temp Help	\$ 6,430	\$ -	\$ 6,430	100%	3	\$ 80,754	\$ -	\$ 80,754	100%	\$ 80,754	\$ 74,401	\$ 6,353	9%
503161 Custodial Services	\$ 5,072	\$ 4,900	\$ 172	4%		\$ 40,620	\$ 34,300	\$ 6,320	18%	\$ 40,620	\$ 39,004	\$ 1,616	4%
503162 Uniform & Laundry	\$ 2,536	\$ 3,546	\$ (1,010)	-28%		\$ 21,469	\$ 24,821	\$ (3,352)	-14%	\$ 21,469	\$ 23,520	\$ (2,051)	-9%
503171 Security Services	\$ 30,910	\$ 33,375	\$ (2,465)	-7%		\$ 211,642	\$ 233,625	\$ (21,983)	-9%	\$ 211,642	\$ 193,347	\$ 18,295	9%
503221 Classified/Legal Ads	\$ 2,513	\$ 2,763	\$ (249)	-9%		\$ 9,498	\$ 15,889	\$ (6,390)	-40%	\$ 9,498	\$ 8,130	\$ 1,368	17%
503222 Legal Advertising	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
503225 Graphic Services	\$ -	\$ 417	\$ (417)	-100%		\$ -	\$ 2,917	\$ (2,917)	-100%	\$ -	\$ -	\$ -	0%
503351 Repair - Bldg & Impr	\$ 9,679	\$ 7,500	\$ 2,179	29%		\$ 55,608	\$ 52,500	\$ 3,108	6%	\$ 55,608	\$ 56,034	\$ (426)	-1%
503352 Repair - Equipment	\$ 56,035	\$ 34,985	\$ 21,050	60%	4	\$ 211,419	\$ 246,895	\$ (35,476)	-14%	\$ 211,419	\$ 104,461	\$ 106,958	102%
503353 Repair - Rev Vehicle	\$ 24,143	\$ 32,449	\$ (8,306)	-26%		\$ 294,569	\$ 227,143	\$ 67,426	30%	\$ 294,569	\$ 157,477	\$ 137,092	87%
503354 Repair - Non Rev Vehicle	\$ 708	\$ 2,500	\$ (1,792)	-72%		\$ 13,733	\$ 17,500	\$ (3,767)	-22%	\$ 13,733	\$ 13,407	\$ 326	2%
503363 Haz Mat Disposal	\$ 5,575	\$ 38,722	\$ (33,147)	-86%	5	\$ 31,864	\$ 61,056	\$ (29,192)	-48%	\$ 31,864	\$ 21,079	\$ 10,785	51%
<b>Total Services -</b>	<b>\$ 159,391</b>	<b>\$ 202,030</b>	<b>\$ (42,639)</b>	<b>-21%</b>		<b>\$ 1,231,113</b>	<b>\$ 1,383,563</b>	<b>\$ (152,450)</b>	<b>-11%</b>	<b>\$ 1,231,113</b>	<b>\$ 964,518</b>	<b>\$ 266,595</b>	<b>28%</b>
<b>MOBILE MATERIALS AND SUPPLIES</b>													
504011 Fuels & Lube Non Rev Veh	\$ 4,404	\$ 16,775	\$ (12,371)	-74%		\$ 87,319	\$ 117,425	\$ (30,106)	-26%	\$ 87,319	\$ 90,534	\$ (3,215)	-4%
504012 Fuels & Lube Rev Veh	\$ 135,872	\$ 234,860	\$ (98,988)	-42%	6	\$ 954,347	\$ 1,854,020	\$ (899,673)	-49%	\$ 954,347	\$ 1,291,877	\$ (337,530)	-26%
504021 Tires & Tubes	\$ 6,737	\$ 17,083	\$ (10,346)	-61%	7	\$ 121,084	\$ 119,581	\$ 1,503	1%	\$ 121,084	\$ 109,282	\$ 11,802	11%
504161 Other Mobile Supplies	\$ 22	\$ 833	\$ (811)	-97%		\$ 6,484	\$ 5,831	\$ 653	11%	\$ 6,484	\$ 4,372	\$ 2,112	48%
504191 Rev Vehicle Parts	\$ 45,703	\$ 51,275	\$ (5,572)	-11%		\$ 194,858	\$ 358,925	\$ (164,067)	-46%	\$ 194,858	\$ 421,373	\$ (226,515)	-54%
<b>Total Mobile Materials &amp; Supplies -</b>	<b>\$ 192,739</b>	<b>\$ 320,827</b>	<b>\$ (128,088)</b>	<b>-40%</b>		<b>\$ 1,364,093</b>	<b>\$ 2,455,783</b>	<b>\$ (1,091,690)</b>	<b>-44%</b>	<b>\$ 1,364,093</b>	<b>\$ 1,917,438</b>	<b>\$ (553,345)</b>	<b>-29%</b>

5-2.06



**FY09**  
**Consolidated Operating Expenses**  
**For the month ending - January 31, 2009**

	Current Period					Year to Date					YTD Year Over Year Comparison			
	Actual	Budget	\$ Var	% Var	Notes	Actual	Budget	\$ Var	% Var	FY09	FY08	\$ Var	% Var	
<b>OTHER MATERIALS &amp; SUPPLIES</b>														
504205 Freight Out	\$ 207	\$ 292	\$ (84)	-29%		\$ 1,497	\$ 2,043	\$ (546)	-27%	\$ 1,497	\$ 2,234	\$ (737)	-33%	
504211 Postage & Mailing	\$ 2,471	\$ 1,887	\$ 585	31%		\$ 6,770	\$ 13,207	\$ (6,437)	-49%	\$ 6,770	\$ 7,955	\$ (1,185)	-15%	
504214 Promotional Items	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	
504215 Printing	\$ 13,710	\$ 3,233	\$ 10,477	324%	8	\$ 51,984	\$ 57,633	\$ (5,648)	-10%	\$ 51,984	\$ 31,262	\$ 20,722	66%	
504217 Photo Supply/Processing	\$ 88	\$ 808	\$ (720)	-89%		\$ 4,340	\$ 5,658	\$ (1,317)	-23%	\$ 4,340	\$ 2,912	\$ 1,428	49%	
504311 Office Supplies	\$ 2,604	\$ 7,297	\$ (4,693)	-64%		\$ 44,702	\$ 49,977	\$ (5,275)	-11%	\$ 44,702	\$ 46,690	\$ (1,988)	-4%	
504315 Safety Supplies	\$ 1,547	\$ 2,275	\$ (728)	-32%		\$ 10,239	\$ 15,925	\$ (5,686)	-36%	\$ 10,239	\$ 18,462	\$ (8,223)	-45%	
504317 Cleaning Supplies	\$ 82	\$ 4,417	\$ (4,335)	-98%		\$ 18,958	\$ 30,917	\$ (11,959)	-39%	\$ 18,958	\$ 33,196	\$ (14,238)	-43%	
504409 Repair/Maint Supplies	\$ 2,131	\$ 4,583	\$ (2,453)	-54%		\$ 36,091	\$ 32,083	\$ 4,007	12%	\$ 36,091	\$ 35,253	\$ 838	2%	
504421 Non-Inventory Parts	\$ 2,490	\$ 3,917	\$ (1,427)	-36%		\$ 44,890	\$ 29,917	\$ 14,973	50%	\$ 44,890	\$ 27,540	\$ 17,350	63%	
504511 Small Tools	\$ 35	\$ 833	\$ (798)	-96%		\$ 3,182	\$ 5,833	\$ (2,651)	-45%	\$ 3,182	\$ 6,054	\$ (2,872)	-47%	
504515 Employee Tool Rplcmt	\$ -	\$ 217	\$ (217)	-100%		\$ 1,135	\$ 1,517	\$ (382)	-25%	\$ 1,135	\$ 704	\$ 431	61%	
<b>Total Other Materials &amp; Supplies -</b>	<b>\$ 25,365</b>	<b>\$ 29,758</b>	<b>\$ (4,393)</b>	<b>-15%</b>		<b>\$ 223,788</b>	<b>\$ 244,709</b>	<b>\$ (20,920)</b>	<b>-9%</b>	<b>\$ 223,788</b>	<b>\$ 212,262</b>	<b>\$ 11,526</b>	<b>5%</b>	
<b>UTILITIES</b>														
505011 Gas & Electric	\$ 22,519	\$ 18,418	\$ 4,101	22%		\$ 114,962	\$ 128,925	\$ (13,963)	-11%	\$ 114,962	\$ 122,984	\$ (8,022)	-7%	
505021 Water & Garbage	\$ 12,320	\$ 10,313	\$ 2,007	19%		\$ 78,766	\$ 72,191	\$ 6,575	9%	\$ 78,766	\$ 69,471	\$ 9,295	13%	
505031 Telecommunications	\$ 9,732	\$ 10,025	\$ (293)	-3%		\$ 63,250	\$ 70,177	\$ (6,927)	-10%	\$ 63,250	\$ 55,083	\$ 8,167	15%	
<b>Total Utilities -</b>	<b>\$ 44,571</b>	<b>\$ 38,756</b>	<b>\$ 5,815</b>	<b>15%</b>		<b>\$ 256,978</b>	<b>\$ 271,293</b>	<b>\$ (14,315)</b>	<b>-5%</b>	<b>\$ 256,978</b>	<b>\$ 247,538</b>	<b>\$ 9,440</b>	<b>4%</b>	
<b>CASUALTY &amp; LIABILITY</b>														
506011 Insurance - Property	\$ 5,965	\$ 9,862	\$ (3,897)	-40%		\$ 37,845	\$ 69,034	\$ (31,189)	-45%	\$ 37,845	\$ 23,734	\$ 14,111	59%	
506015 Insurance - PL & PD	\$ 40,526	\$ 42,500	\$ (1,974)	-5%		\$ 283,682	\$ 297,500	\$ (13,818)	-5%	\$ 283,682	\$ 240,533	\$ 43,149	18%	
506021 Insurance - Other	\$ -	\$ -	\$ -	0%		\$ 711	\$ 801	\$ (90)	-11%	\$ 711	\$ 1,007	\$ (296)	-29%	
506123 Settlement Costs	\$ 5,804	\$ 12,500	\$ (6,696)	-54%	9	\$ 28,845	\$ 87,500	\$ (58,655)	-67%	\$ 28,845	\$ 17,627	\$ 11,218	64%	
506127 Repairs - Dist Prop	\$ 5,101	\$ -	\$ 5,101	100%		\$ (16,351)	\$ -	\$ (16,351)	100%	\$ (16,351)	\$ (7,124)	\$ (9,227)	130%	
<b>Total Casualty &amp; Liability -</b>	<b>\$ 57,396</b>	<b>\$ 64,862</b>	<b>\$ (7,466)</b>	<b>-12%</b>		<b>\$ 334,732</b>	<b>\$ 454,835</b>	<b>\$ (120,103)</b>	<b>-26%</b>	<b>\$ 334,732</b>	<b>\$ 275,777</b>	<b>\$ 58,955</b>	<b>21%</b>	
<b>TAXES</b>														
507051 Fuel Tax	\$ 1,572	\$ 1,025	\$ 547	53%		\$ 5,276	\$ 7,175	\$ (1,899)	-26%	\$ 5,276	\$ 3,355	\$ 1,921	57%	
507201 Licenses & permits	\$ 3,090	\$ 1,113	\$ 1,977	178%		\$ 7,420	\$ 8,689	\$ (1,269)	-15%	\$ 7,420	\$ 6,840	\$ 580	8%	
507999 Other Taxes	\$ 1,305	\$ 2,183	\$ (879)	-40%		\$ 21,708	\$ 15,281	\$ 6,426	42%	\$ 21,708	\$ 13,315	\$ 8,393	63%	
<b>Total Utilities -</b>	<b>\$ 5,967</b>	<b>\$ 4,321</b>	<b>\$ 1,646</b>	<b>38%</b>		<b>\$ 34,404</b>	<b>\$ 31,145</b>	<b>\$ 3,259</b>	<b>10%</b>	<b>\$ 34,404</b>	<b>\$ 23,510</b>	<b>\$ 10,894</b>	<b>46%</b>	

5-2.07



**FY09**  
**Consolidated Operating Expenses**  
**For the month ending - January 31, 2009**

	Current Period					Year to Date				YTD Year Over Year Comparison			
	Actual	Budget	\$ Var	% Var	Notes	Actual	Budget	\$ Var	% Var	FY09 Actual	FY08	\$ Var	% Var
<b><u>PURCHASED TRANSPORTATION</u></b>													
503406 Contr/Paratrans	\$ 7,633	\$ 20,833	\$ (13,200)	-63%	10	\$ 113,912	\$ 145,831	\$ (31,919)	-22%	\$ 113,912	\$ 183,202	\$ (69,290)	-38%
Total Purchased Transportation -	\$ 7,633	\$ 20,833	\$ (13,200)	-63%		\$ 113,912	\$ 145,831	\$ (31,919)	-22%	\$ 113,912	\$ 183,202	\$ (69,290)	-38%
<b><u>MISC</u></b>													
509011 Dues & Subscriptions	\$ 4,658	\$ 5,409	\$ (751)	-14%		\$ 36,250	\$ 37,863	\$ (1,613)	-4%	\$ 36,250	\$ 9,959	\$ 26,291	264%
509085 Advertising - Rev Product	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
509101 Emp Incentive Prog	\$ 6,095	\$ 1,109	\$ 4,986	450%	11	\$ 11,635	\$ 28,154	\$ (16,519)	-59%	\$ 11,635	\$ 11,446	\$ 189	2%
509121 Employee Training	\$ -	\$ 3,111	\$ (3,111)	-100%		\$ 16,857	\$ 27,777	\$ (10,920)	-39%	\$ 16,857	\$ 36,131	\$ (19,274)	-53%
509123 Travel	\$ 442	\$ 6,011	\$ (5,569)	-93%		\$ 20,294	\$ 42,077	\$ (21,783)	-52%	\$ 20,294	\$ 17,042	\$ 3,252	19%
509125 Local Meeting Exp	\$ 623	\$ 390	\$ 233	60%		\$ 2,867	\$ 2,730	\$ 137	5%	\$ 2,867	\$ 2,037	\$ 830	41%
509127 Board Director Fees	\$ 900	\$ 1,100	\$ (200)	-18%		\$ 6,500	\$ 7,700	\$ (1,200)	-16%	\$ 6,500	\$ 7,800	\$ (1,300)	-17%
509150 Contributions	\$ -	\$ 54	\$ (54)	-100%		\$ -	\$ 378	\$ (378)	-100%	\$ -	\$ 98	\$ (98)	-100%
509197 Sales Tax Expense	\$ (22)	\$ -	\$ (22)	100%		\$ (22)	\$ -	\$ (22)	100%	\$ (22)	\$ (52)	\$ 30	-58%
509198 Cash Over/Short	\$ (14)	\$ 42	\$ (56)	-134%		\$ (254)	\$ 294	\$ (547)	-186%	\$ (254)	\$ 791	\$ (1,045)	-132%
Total Misc -	\$ 12,682	\$ 17,226	\$ (4,543)	-26%		\$ 94,127	\$ 146,973	\$ (52,845)	-36%	\$ 94,127	\$ 85,252	\$ 8,875	10%
<b><u>LEASES &amp; RENTALS</u></b>													
512011 Facility Rentals	\$ 65,033	\$ 59,138	\$ 5,895	10%	12	\$ 416,778	\$ 413,966	\$ 2,812	1%	\$ 416,778	\$ 403,333	\$ 13,445	3%
512061 Equipment Rentals	\$ 1,880	\$ 2,301	\$ (421)	-18%		\$ 11,260	\$ 16,857	\$ (5,597)	-33%	\$ 11,260	\$ 14,390	\$ (3,130)	-22%
Total Leases & Rentals -	\$ 66,913	\$ 61,439	\$ 5,474	9%		\$ 428,038	\$ 430,823	\$ (2,785)	-1%	\$ 428,038	\$ 417,723	\$ 10,315	2%
<b>Total Non-Personnel Expenses -</b>	<b>\$ 572,657</b>	<b>\$ 760,052</b>	<b>\$ (187,395)</b>	<b>-25%</b>		<b>\$ 4,081,185</b>	<b>\$ 5,564,955</b>	<b>\$ (1,483,769)</b>	<b>-27%</b>	<b>\$ 4,081,185</b>	<b>\$ 4,327,220</b>	<b>\$ (246,035)</b>	<b>-6%</b>
<b>TOTAL OPERATING EXPENSE -</b>	<b>\$ 3,243,995</b>	<b>\$ 3,264,480</b>	<b>\$ (20,485)</b>	<b>-1%</b>		<b>\$ 20,437,336</b>	<b>\$ 23,094,097</b>	<b>\$ (2,656,762)</b>	<b>-12%</b>	<b>\$ 20,437,336</b>	<b>\$ 19,873,538</b>	<b>\$ 563,798</b>	<b>3%</b>

\*\* does not include depreciation

**Current Period Notes:**

- 1) Total Personnel Expenses are over budget due to accruals adjustment entries for the prior month.
- 2) Prof & Tech Fees are below budget due to anticipated website redesign costs straight-lined.
- 3) Temp Help is over budget due to vacancies and work loads.

5-2.08



**FY09**  
**Consolidated Operating Expenses**  
*For the month ending - January 31, 2009*

	Current Period				Notes	Year to Date				YTD Year Over Year Comparison			
	<u>Actual</u>	<u>Budget</u>	<u>\$ Var</u>	<u>% Var</u>		<u>Actual</u>	<u>Budget</u>	<u>\$ Var</u>	<u>% Var</u>	<u>FY09</u> Actual	<u>FY08</u>	<u>\$ Var</u>	<u>% Var</u>
4) <b>Repair - Equipment</b>	is over budget due to North Star invoices for December and January paid in January 2009.												
5) <b>Haz Mat Disposal</b>	is under budget due to lower than anticipated spending for the month of January 2009. Higher expenses will be incurred towards the end of the fiscal year.												
6) <b>Fuels &amp; Lube Rev Veh</b>	is under budget due to the CNG conversion and the resulting economies in fuel consumption.												
7) <b>Tires &amp; Tubes</b>	is under budget due to the cyclical nature of tire and tube replacements.												
8) <b>Printing</b>	is over budget due to printing of bus passes and coupons (105,000 regular, youth, and senior and disabled bus passes, and 30,000 paracruz coupons.)												
9) <b>Settlement costs</b>	are under budget due to less than anticipated settlement costs for the month.												
10) <b>Contr/Paratrans</b>	is under budget due to less than budgeted rides for the month.												
11) <b>Emp Incentive Program</b>	is over budget due to holiday party expenses. A credit of \$4,000 for employee, board and retiree reimbursements will be received in the next month.												
12) <b>Facility Rentals</b>	is over budget due to the two year irrevocable license for Felton Faire.												

5-2.09





**FY2009**  
**CAPITAL BUDGET**  
*For the month ending - January 31, 2009*

	<u>YTD Actual</u>	<u>FY09 Budget</u>	<u>Remaining Budget</u>	<u>% Spent YTD</u>
<b><u>Grant-Funded Projects</u></b>				
MetroBase Maintenance Facility	\$ 3,310,355	\$ 3,605,404	\$ 295,049	92%
MetroBase Operations Facility	\$ 2,737	\$ 9,404,019	\$ 9,401,282	0%
Local Bus Replacement	\$ 3,566,858	\$ 3,572,932	\$ 6,074	100%
CNG Bus Conversions	\$ 1,382,989	\$ 3,410,000	\$ 2,027,011	41%
Pacific Station Project	\$ 153,927	\$ 3,176,077	\$ 3,022,150	5%
H17 Bus Replacement	\$ 2,359,041	\$ 2,359,050	\$ 9	100%
Facility Camera Security System	\$ -	\$ 220,000	\$ 220,000	0%
Bus Camera Project	\$ -	\$ 205,000	\$ 205,000	0%
Trapeze Pass Interactive Voice Response System	\$ -	\$ 91,141	\$ 91,141	0%
Replace Dispatch Console	\$ 18,048	\$ 25,000	\$ 6,952	72%
<b>Subtotal Grant Funded Projects</b>	<b>\$ 10,793,955</b>	<b>\$ 26,068,623</b>	<b>\$ 15,274,668</b>	<b>41%</b>
<b><u>District Funded Projects</u></b>				
<b><u>IT Projects</u></b>				
Replace Fleet & Facilities Maintenance Software	\$ -	\$ 470,000	\$ 470,000	0%
Upgrade District Phone System	\$ 15,369	\$ 100,000	\$ 84,631	15%
GFI Data Warehouse Project: Phase I	\$ 3,743	\$ 65,000	\$ 61,257	6%
Replace 4 Windows and 1 Sun Server	\$ 49,496	\$ 50,000	\$ 504	99%
Trapeze Pass Customer Certification Software	\$ -	\$ 46,000	\$ 46,000	0%
ATP - Hastus Run Time Analysis Program - IT/OPS	\$ 18,695	\$ 19,264	\$ 569	97%
Upgrade GFI software to System 7 Version 2	\$ -	\$ 17,000	\$ 17,000	0%
(2) Laptops (1) IT (1) Financial Analyst	\$ 3,551	\$ 4,500	\$ 949	79%
FMLA Tracking Software	\$ -	\$ 4,000	\$ 4,000	0%
Portable Projector w/case	\$ 1,955	\$ 2,000	\$ 45	98%
<b><u>Facilities Repair &amp; Improvements</u></b>				
Bus Stop Improvements	\$ 7,770	\$ 100,000	\$ 92,230	8%
Replace Roof - Watsonville Transit Center Main Building	\$ -	\$ 50,000	\$ 50,000	0%
Patch, Reseal, and Restripe - Greyhound Lot	\$ -	\$ 21,390	\$ 21,390	0%
Digital ID Card Processing Equipment	\$ -	\$ 17,000	\$ 17,000	0%
Patch, Reseal, Restripe - Cavallaro Transit Center (SVT)	\$ -	\$ 7,550	\$ 7,550	0%
Patch, Reseal, Restripe - Soquel Park & Ride Lot	\$ -	\$ 5,650	\$ 5,650	0%
Reseal Operations Facility Roof-FY08 - Retention Invoice	\$ 2,663	\$ 2,663	\$ 1	100%
Add Alarm Audio/Visual - OPS Bldg	\$ 1,744	\$ -	\$ (1,744)	-100%

5-2.9.10



**FY2009**  
**CAPITAL BUDGET**  
*For the month ending - January 31, 2009*

	<u>YTD Actual</u>	<u>FY09 Budget</u>	<u>Remaining Budget</u>	<u>% Spent YTD</u>
<b><u>Revenue Vehicle Replacement</u></b>				
Rebuild Bus Engines - 1998 Fleet	\$ 165,570	\$ 129,302	\$ (36,268)	128%
Trilogy Bike Racks (7) w/assembly kits	\$ 13,380	\$ 15,000	\$ 1,620	89%
<b><u>Non-Revenue Vehicle Replacement</u></b>				
DGS Fees - Last FY Purchase	\$ 1,651	\$ -	\$ (1,651)	-100%
<b><u>Maint Equipment</u></b>				
Replace Repeater for Davenport	\$ -	\$ 15,000	\$ 15,000	0%
Portable Steam Cleaner - Transit Center cleaning	\$ 10,081	\$ 11,207	\$ 1,126	90%
Battery Powered Walk Behind Sweeper - Pacific Station	\$ 5,285	\$ 5,500	\$ 215	96%
Wet/Dry Vac - Pacific Station, & other Metro facilities	\$ -	\$ 4,200	\$ 4,200	0%
Decelerometer w/Printer	\$ 1,242	\$ 1,323	\$ 81	94%
2000 Watt Generator	\$ 1,095	\$ 1,200	\$ 105	91%
<b><u>Office Equipment</u></b>				
NONE	\$ -	\$ -	\$ -	0%
<b><u>Admin</u></b>				
Purchase & Renovation of Vernon Bldg	\$ 152,561	\$ 2,962,139	\$ 2,809,578	5%
<b>Subtotal District Funded Projects</b>	<b>\$ 455,850</b>	<b>\$ 4,126,888</b>	<b>\$ 3,671,038</b>	<b>11%</b>
<b>TOTAL CAPITAL PROJECTS</b>	<b>\$ 11,249,804</b>	<b>\$ 30,195,511</b>	<b>\$ 18,945,706</b>	<b>37%</b>

5-2.a11



**FY2009**  
**CAPITAL BUDGET**  
*For the month ending - January 31, 2009*

	<u>YTD Actual</u>	<u>FY09 Budget</u>	<u>Remaining Budget</u>	<u>% Spent YTD</u>
<b><u>CAPITAL FUNDING</u></b>				
Federal Capital Grants	\$ 752,084	\$ 3,158,343	\$ 2,406,258	24%
State/Other Capital Grants (STIP)	\$ 6,582,989	\$ 8,610,000	\$ 2,027,011	76%
State/Other Capital Grants (1B PTMISEA)	\$ 2,109,624	\$ 4,404,019	\$ 2,294,395	48%
State/Other Capital Grants (TCRP)	\$ 153,927	\$ 832,410	\$ 678,483	18%
State Security Bond Funds (1B)	\$ 18,048	\$ 440,505	\$ 422,457	4%
STA Funding (Current Year)	\$ -	\$ 528,833	\$ 528,833	0%
STA Funding (Prior Year)	\$ 719,748	\$ 2,066,267	\$ 1,346,519	35%
Alternative Fuel Conversion Fund	\$ 462,000	\$ 462,000	\$ -	100%
District Reserves (Lawsuit & Sakata Proceeds)	\$ 451,384	\$ 6,440,577	\$ 5,989,193	7%
Capital Reserves	\$ -	\$ 3,252,557	\$ 3,252,557	0%
<b>TOTAL CAPITAL FUNDING</b>	<b>\$ 11,249,804</b>	<b>\$ 30,195,511</b>	<b>\$ 18,945,706</b>	<b>37%</b>

5-2.a.12

# GOVERNMENT TORT CLAIM

## RECOMMENDED ACTION

TO: Board of Directors

FROM: District Counsel

RE: Claim of: Blair, Joe  
Date of Incident: 12/13/2008

Received: 2/17/2009 Claim #: 09-0005  
Occurrence Report No.: SC 12-08-22

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: 2-20-09

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 March 27, 2009.

By \_\_\_\_\_  
Cindi Thomas  
RECORDING SECRETARY

Date: \_\_\_\_\_

MG/lg  
Attachment(s)

CLAIM AGAINST THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

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

Claim # 09-6005

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: Joe Blair

Claimant's Address/Post Office Box: [REDACTED]

Claimant's Phone Number: [REDACTED]

2. Address to which notices are to be sent: same as above

3. Occurrence: back injury

Date: 12/20/08 Time: @ 5:40pm Place: Logue & Morrison

Circumstances of occurrence or transaction giving rise to claim: The right rear strap on my wheelchair was not secured properly. The driver made a sudden & unnecessary stop causing the chair to rotate forward & to the left, twisting lower back & impacting shoulder.

4. General description of indebtedness, obligation, injury, damage, or loss incurred so far as is known: cost of medical attention

5. Name or names of public employees or employees causing injury, damage, or loss, if known: Metro driver #555

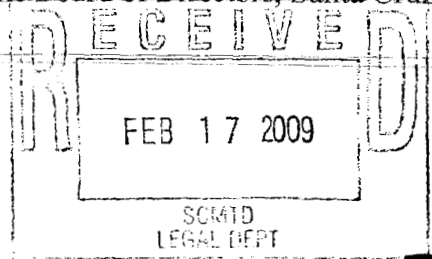
6. Amount claimed now .....	\$ <u>970.00</u>
Estimated amount of future loss, if known .....	\$ <u>500.00</u>
TOTAL .....	\$ <u>1470.00</u>

7. Basis of above computations: current expenses + estimate

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

2/11/09  
DATE

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



5-3.2

# GOVERNMENT TORT CLAIM

## RECOMMENDED ACTION

TO: Board of Directors

FROM: District Counsel

RE: Claim of: CSAA-IIB (Scott, B.) Received: 2/25/09 Claim #: 09-0008  
Date of Incident: 01/08/09 Occurrence Report No.: SC 01-09-04

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: 3-05-09

---

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 March 27, 2009.

By \_\_\_\_\_  
Cindi Thomas  
RECORDING SECRETARY

Date: \_\_\_\_\_

MG/lg  
Attachment(s)



California State  
Automobile Association  
Inter-Insurance Bureau

P. O. Box 920  
Suisun City, CA 94585-0920

February 23, 2009

09-0008

Santa Cruz metropolitan transit district  
370 Encinal St Ste 100  
Santa Cruz, Ca  
95060

**RE:** Your Insured: Jane McDonald  
Your Claim No.: SC010904  
Our Insured: Bryan M Scott  
Our Claim No.: 05-3P0570-7  
Date of Loss: 01/08/2009

Dear Santa Cruz Metropolitan Transit District:

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

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

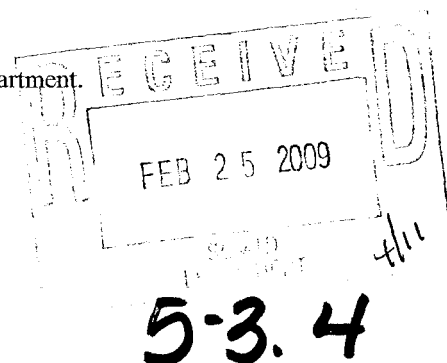
Repair Bill	\$880.32
Deductible	\$0.00
Loss of Use	\$209.00
	-----
<b>TOTAL</b>	<b>\$1,089.32</b>

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

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

Sincerely,

Subrogation Recovery Team C  
888 900-6520 extension 6299  
Fax 707-863-9052





## **AGENDA**

**MARCH 18, 2009 - 6:00 PM  
PACIFIC STATION CONFERENCE ROOM  
920 PACIFIC AVENUE, SANTA CRUZ, CALIFORNIA**

- 1. ROLL CALL**
- 2. AGENDA ADDITIONS/DELETIONS**
- 3. ORAL/WRITTEN COMMUNICATION**
- 4. CONSIDERATION OF APPROVAL OF MINUTES OF FEBRUARY 18, 2009**
- 5. FILE RIDERSHIP REPORT FOR NOVEMBER AND DECEMBER 2008**
- 6. FILE PARACRUZ OPERATIONS STATUS REPORT FOR NOVEMBER 2008**
- 7. REPORT BY MAC REPRESENTATIVE TO OTHER TRANSIT RELATED MEETINGS**
- 8. DISCUSSION OF METRO'S WEB SITE RE-DESIGN**
- 9. REVIEW OF SERVICE ANIMALS ON FIXED ROUTE, PARATRANSIT VEHICLES AND METRO'S FACILITIES POLICY**
- 10. REVIEW OF BICYCLES ON FIXED ROUTE BUSES POLICY**
- 11. CONSIDERATION OF FIXED ROUTE HOLIDAY SERVICE**
- 12. DISTRIBUTION OF MAC VOUCHERS**
- 13. COMMUNICATIONS TO METRO GENERAL MANAGER**
- 14. COMMUNICATIONS TO METRO BOARD OF DIRECTORS**
- 15. ITEMS FOR NEXT MEETING AGENDA**
- 16. ADJOURNMENT**

*NEXT MEETING: WEDNESDAY, APRIL 15, 2009, AT 6:00 PM  
PACIFIC STATION CONFERENCE ROOM*

**5-4.1**



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT**

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

**January 21, 2009**

The METRO Advisory Committee (MAC) met on Wednesday, January 21, 2009 in the Pacific Station Conference Room located at 920 Pacific Avenue in Santa Cruz, California.

Chair Naomi Gunther called the meeting to order at 6:02 p.m.

**1. ROLL CALL:**

**MEMBERS PRESENT**

Naomi Gunther, Chair  
Mara Murphy, Vice Chair  
Dennis "Pop" Papadopulo  
Stuart Rosenstein  
Dave Williams

**MEMBERS ABSENT**

Heidi Curry  
Robert Yount

**VISITORS PRESENT**

Steve Prince, Bus Operator/ UTU Rep.

**STAFF PRESENT**

Mary Ferrick, Fixed Route Superint.  
April Warnock, Paratransit Superint.

**2. AGENDA ADDITIONS/DELETIONS**

None.

**3. ORAL/WRITTEN COMMUNICATION**

Written:

None.

Oral:

Dennis Papadopulo asked if operators still do a welfare check with passengers they haven't seen in awhile? April Warnock answered that ParaCruz does welfare checks when there is an alert given.

Dave Williams notified the committee that Robert Yount and Mike Rotkin are scheduled to be on the KSCO radio station on Monday, January 26, 2009 from 12:00 to 2:00 p. m. to promote METRO and MAC.

Mary Ferrick reported that the bench has been replaced at the bus stop on Poplar Street.

**4. CONSIDERATION OF APPROVAL OF MINUTES OF DECEMBER 17, 2008**

**ACTION: MOTION: DENNIS PAPADOPULO SECOND: MARA MURPHY**

**ACCEPT AND FILE MINUTES OF THE DECEMBER 17, 2008 MEETING AS PRESENTED.**

5-4.2

**Motion passed unanimously with Heidi Curry and Robert Yount being absent.**

**5. ACCEPT RIDERSHIP REPORT FOR OCTOBER 2008**

There was discussion of factors that account for the significant increase from the previous year. Such as METRO adding additional service on the weekends on Highway 17 Express in the fall, gas prices and larger enrollment at UCSC.

**6. FILE PARACRUZ OPERATIONS STATUS REPORT FOR SEPTEMBER 2008**

April Warnock stated the ready window percentage for September 2007 total pick-ups has a typo it should be 7462.

Vice Chair Mara Murphy asked about the subcontractor rides. April Warnock explained that ParaCruz subcontracts the overflow runs to Watsonville Transportation or Santa Cruz Transportation. The companies' train their drivers as back up drivers and the runs are done in ParaCruz vehicles.

**7. CONSIDERATION OF PASSENGER LOADING AND UNLOADING ZONE AT THE WATSONVILLE TRANSIT CENTER**

April Warnock distributed a copy of a diagram and photographs of the ParaCruz drop off location at the Watsonville Transit Center, which is attached to the file copy of these minutes. Ms. Warnock indicated on the diagram and with the photographs where ParaCruz loads and unloads riders on Rodriguez Street. She explained that it's a shared stop and there is room for transfers.

Dave Williams stated there are 3 or 4 spaces in that area and maybe one of them should be designated as a blue zone for disabled and/or ParaCruz. Mary Ferrick said she could ask the Bus Stop and Advisory Committee about the designation. Ms. Ferrick also said, because it is a public street and sidewalk, there would have to be some interaction with the City of Watsonville.

**8. REPORT BY MAC REPRESENTATIVE TO OTHER TRANSIT RELATED MEETINGS**

None.

**9. CONSIDERATION OF FIXED ROUTE HOLIDAY SERVICE**

Mary Ferrick reported that the approximate minimum cost is \$18,000.00 per day for fixed route holiday service. This figure is based only on the average operator wage at time and a half and the number of current hours of a Sunday level service, which is 477 hours. It does not include any other costs associated with running service.

Stuart Rosenstein feels no service on holidays is a real hardship for many people and expressed his opinion regarding minimal service on holidays.

**10. CONSIDERATION OF PUBLISHED BUS SCHEDULES AND ABILITY OF METRO'S FIXED ROUTE TO STAY "ON TIME" AND MAKE CONNECTIONS**

Stuart Rosenstein said route 69 is frequently late on the occasions that he has ridden it and would like to know why METRO is sticking to a time schedule that isn't accurate?

There was considerable discussion on variations of traffic, ridership and construction that makes it almost impossible to stay on schedule at certain times of the day. The discussion turned to suggestions of actions that could and couldn't be implemented due to financial, service, technological or staff impact.

**ACTION: MOTION: STUART ROSENSTEIN SECOND: DAVE WILLIAMS**

**MAC RECOMMENDS THAT METRO MANAGEMENT ADD AN ADVISORY STATEMENT TO HEADWAYS AND THE WEB SITE TO REFLECT POSSIBLE DELAYS DURING PEAK HOURS.**

**Motion passed unanimously with Heidi Curry and Robert Yount being absent.**

**11. BUS OPERATOR SHIFTS**

There was discussion regarding operator hours and shifts.

**12. CONSIDERATION OF REGULAR MEETING MAC CALENDAR FOR 2009**

MAC members discussed coming up with suggestions of topics dedicated to specific meeting times and the possibility of taking a month off in the summer. The 2009 MAC meeting schedule was not adopted and will be revisited next month.

**13. DISTRIBUTION OF MAC VOUCHERS**

Mary Ferrick distributed METRO MAC vouchers to the MAC members at this time.

**14. COMMUNICATIONS TO METRO GENERAL MANAGER**

None.

**15. COMMUNICATIONS TO METRO BOARD OF DIRECTORS**

None.

**16. ITEMS FOR NEXT MEETING AGENDA**

- Election of Officers
- Consideration of MAC 2009 Regular Meeting Calendar
- Discussion of Revised Elderly and Persons with Disabilities Fixed Route Discount Fare Policy
- Consideration of Fixed Route Holiday Service
- Consideration of Designated Disabled Parking Space at the Watsonville Transit Center

**ADJOURN**

There being no further business, Chair Naomi Gunther thanked everyone for participating and adjourned the meeting at 7:54 p.m.

Respectfully submitted,

KAREN BLIGHT  
Administrative Assistant

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** March 27<sup>th</sup>, 2009  
**TO:** Board of Directors  
**FROM:** April Warnock, Paratransit Superintendent  
**SUBJECT:** METRO PARACRUZ OPERATIONS STATUS REPORT

## I. RECOMMENDED ACTION

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

## II. SUMMARY OF ISSUES

- METRO ParaCruz is the federally mandated ADA complementary paratransit program of the Transit District, providing shared ride, door-to-door demand-response transportation to customers certified as having disabilities that prevent them from independently using the fixed route bus.
- METRO assumed direct operation of paratransit services November 1, 2004.
- Operating Statistics and customer feedback information reported are for the month of December 2008.
- ParaCruz Performance Goals are reflected in the Comparative Statistics Table in order to better compare actual performance.
- A breakdown of pick-up times beyond the ready window is included.
- At the January 23<sup>rd</sup>, 2008 METRO Board of Directors meeting, Staff was requested to provide additional information on the number of ParaCruz in-person eligibility assessments in comparison to past years, since implementation.

## III. DISCUSSION

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

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

At the January 23<sup>rd</sup>, 2008 METRO Board of Directors meeting Staff was requested to provide additional information on the number of ParaCruz eligibility assessments conducted each year since in-person eligibility assessments started August 2002. In person Eligibility assessments

were initiated while METRO's ADA Paratransit was a service contracted with Community Bridges. METRO ParaCruz has been administered in-house since October 2004. Attachment G illustrates the differences of the number of assessments conducted each year, separated into each category of Eligibility determinations.

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

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

	<b>December 2007</b>	<b>December 2008</b>
Total pick ups	6699	7282
<b>Percent in "ready window"</b>	<b>94.48%</b>	<b>94.01%</b>
1 to 5 minutes late	2.42%	2.65%
6 to 10 minutes late	1.09%	1.41%
11 to 15 minutes late	.73%	.95%
16 to 20 minutes late	.42%	.54%
21 to 25 minutes late	.24%	.25%
26 to 30 minutes late	.18%	.08%
31 to 35 minutes late	.06%	.04%
36 to 40 minutes late	.07%	.04%
41 or more minutes late (excessively late/missed trips)	.01%	.03%
<b>Total beyond "ready window"</b>	<b>5.52%</b>	<b>5.99%</b>

During the month of December 2008, ParaCruz received five (5) Customer Service complaints. Three (3) of the complaints were valid, and two (2) were not valid.

As a way to monitor performance for selected items, two new columns have been added to the Comparative Operating Statistics Table. They are titled, respectively, 'Performance ' and 'Performance Goals'. These new columns identify what the average is for the unpredictable factors, and performance goals that we have established for reported items where performance is a critical indicator to ParaCruz' efficiency.

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

NONE

#### **V. ATTACHMENTS**

**Attachment A:** Comparative Operating Statistics Table for December 2008.

5-5.2

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

# Attachment A

Board of Directors  
Board Meeting March 27<sup>th</sup>, 2008

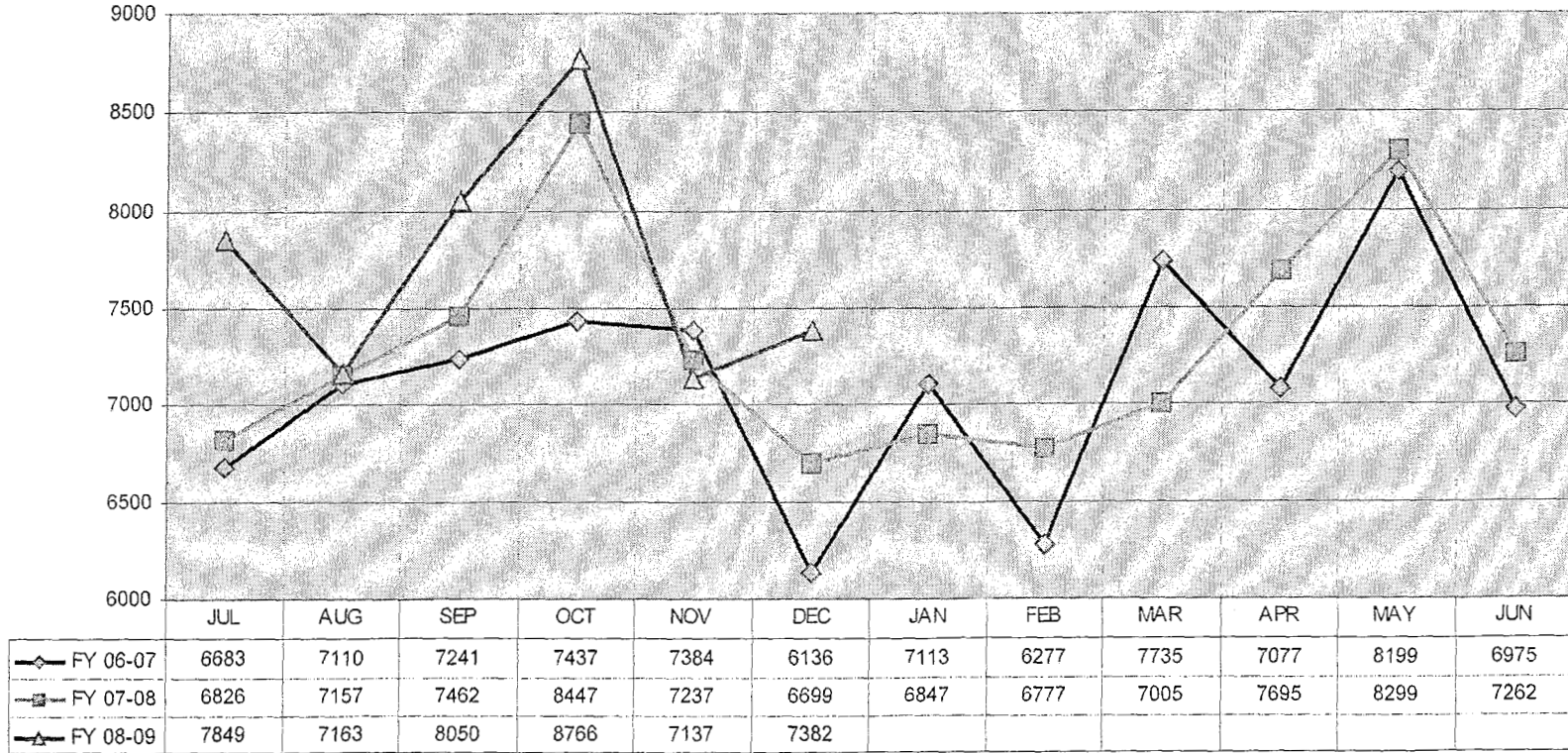
## Comparative Operating Statistics This Fiscal Year, Last Fiscal Year through December.

	Dec 07	Dec 08	Fiscal 07-08	Fiscal 08-09	Performance Averages	Performance Goals
Requested	7360	8315	47,152	49,988	8151	
Performed	6699	7282	43,828	46,247	7511	
Cancel	18.06%	22.18%	16.27%	18.19%	18.04%	
No Shows	2.72%	2.97%	2.46%	2.97%	2.78%	Less than 3%
Total miles	45,769	48,812	288,980	310,340	49,466	
Av trip miles	5.15	5.06	5.15	5.08	4.98	
Within ready window	94.48%	94.01%	93.68%	93.74%	94.30%	92.00% or better
Excessively late/missed trips	1	2	17	22	2.92	Zero (0)
Call center volume	5683	6077	36,154	33,037	6334	
Call average seconds to answer	34	32	30	35	29.92 seconds	Less than 2 minutes
Hold times less than 2 minutes	96%	95%	96%	96%	96%	Greater than 90%
Distinct riders	737	784	1,413	1,420	789	
Most frequent rider	58 rides	47 rides	282 rides	229 rides	53 rides	
Shared rides	65.6%	62.2%	65.1%	65.4%	68.27%	Greater than 60%
Passengers per rev hour	2.45	2.17	2.46	2.13	2.17	Greater than 1.6 passengers/hour
Rides by supplemental providers	8.28%	7.8%	18.18%	9.79%	10.22%	No more than 25%
Vendor cost per ride	\$23.12	\$25.48	\$23.00	\$23.36	\$22.71	
ParaCruz driver cost per ride (estimated)	\$23.97	\$25.73	\$23.96	\$24.68	\$25.35	
Rides < 10 miles	71.56%	72.40%	78.39%	70.80%	71.9%	
Rides > 10	28.44%	27.60%	21.61%	29.20%	28.1%	

5-5. a1



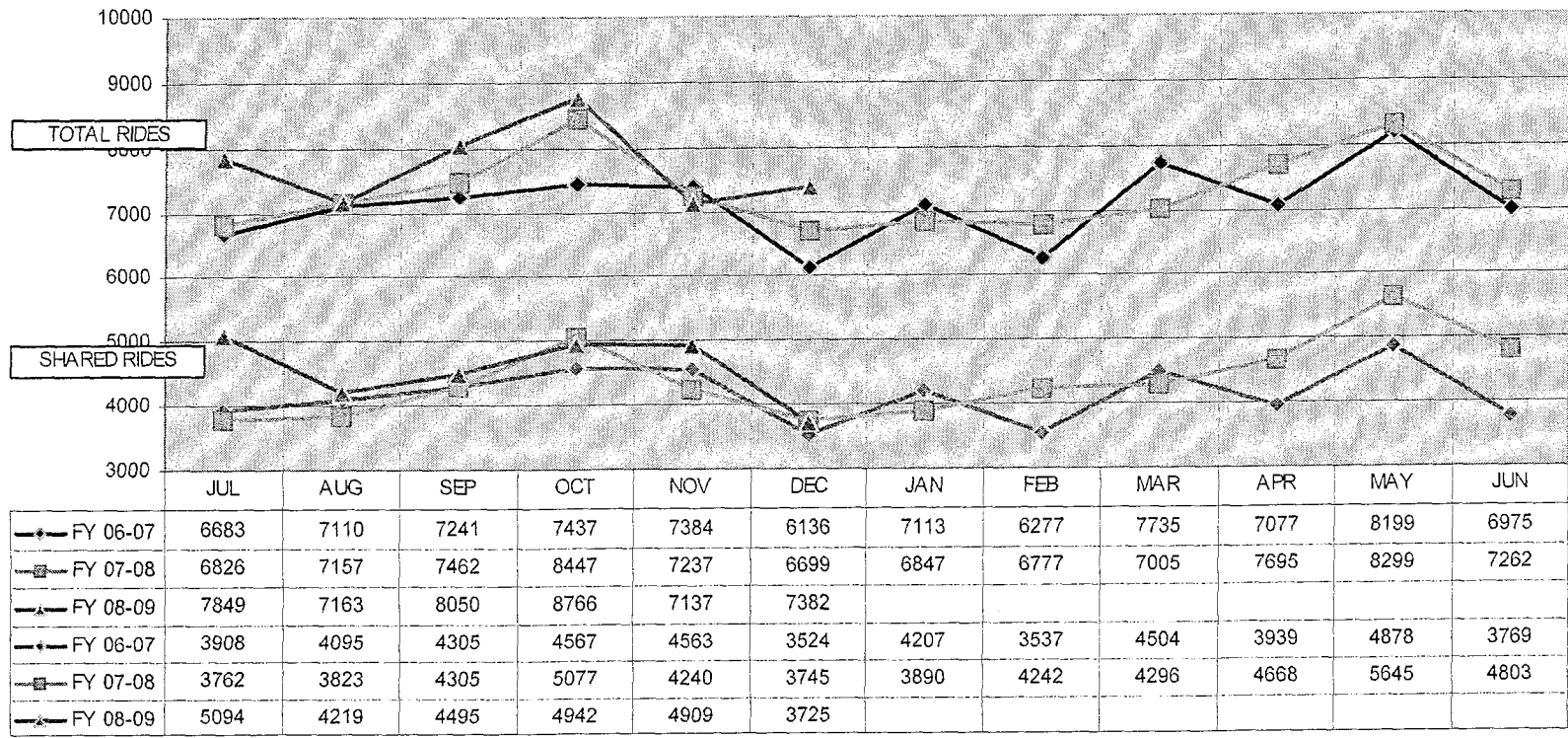
NUMBER OF RIDES COMPARISON CHART



5-5.61

Attachment B

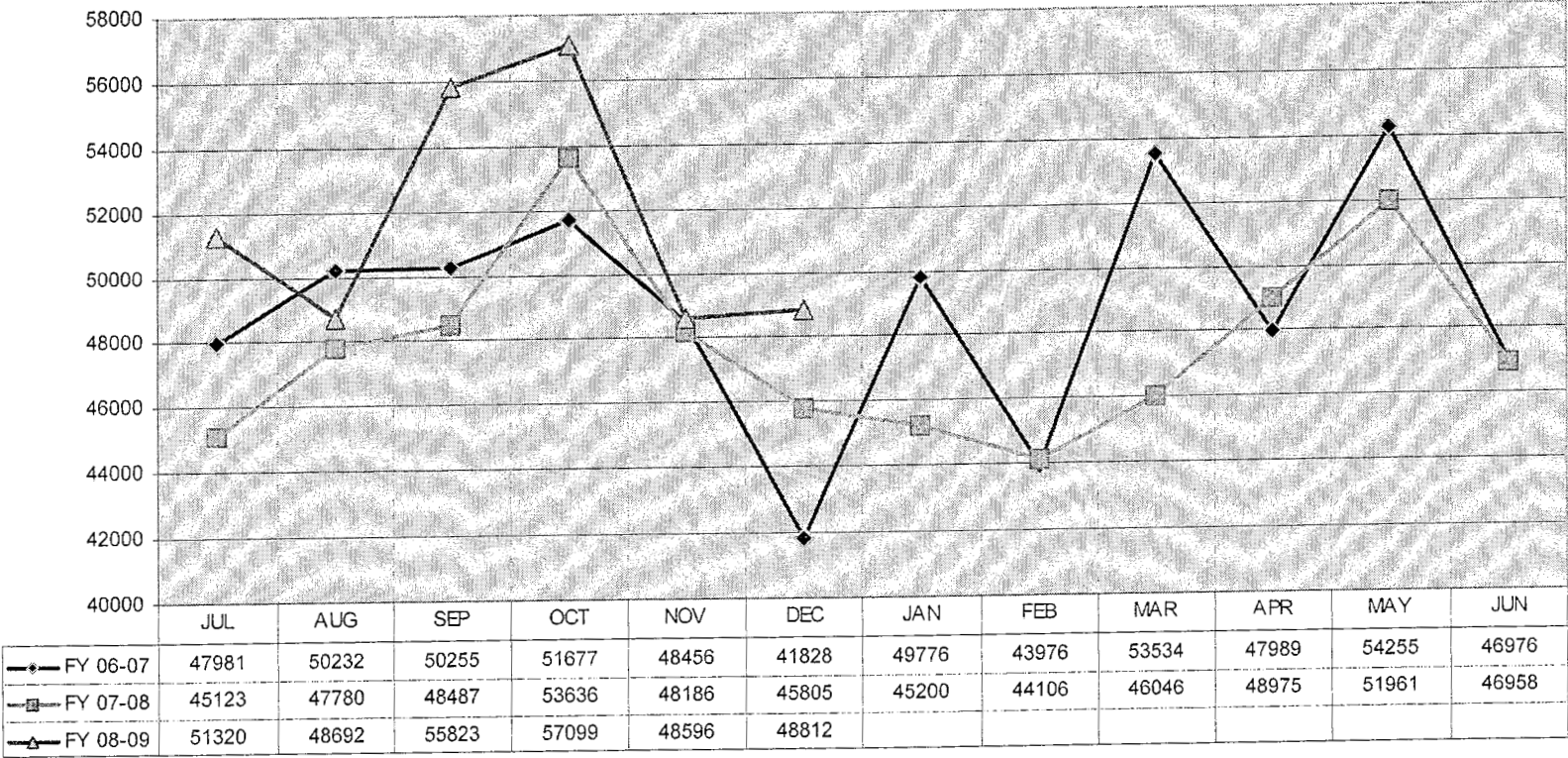
TOTAL vs. SHARED RIDES



5-5.01

Attachment C

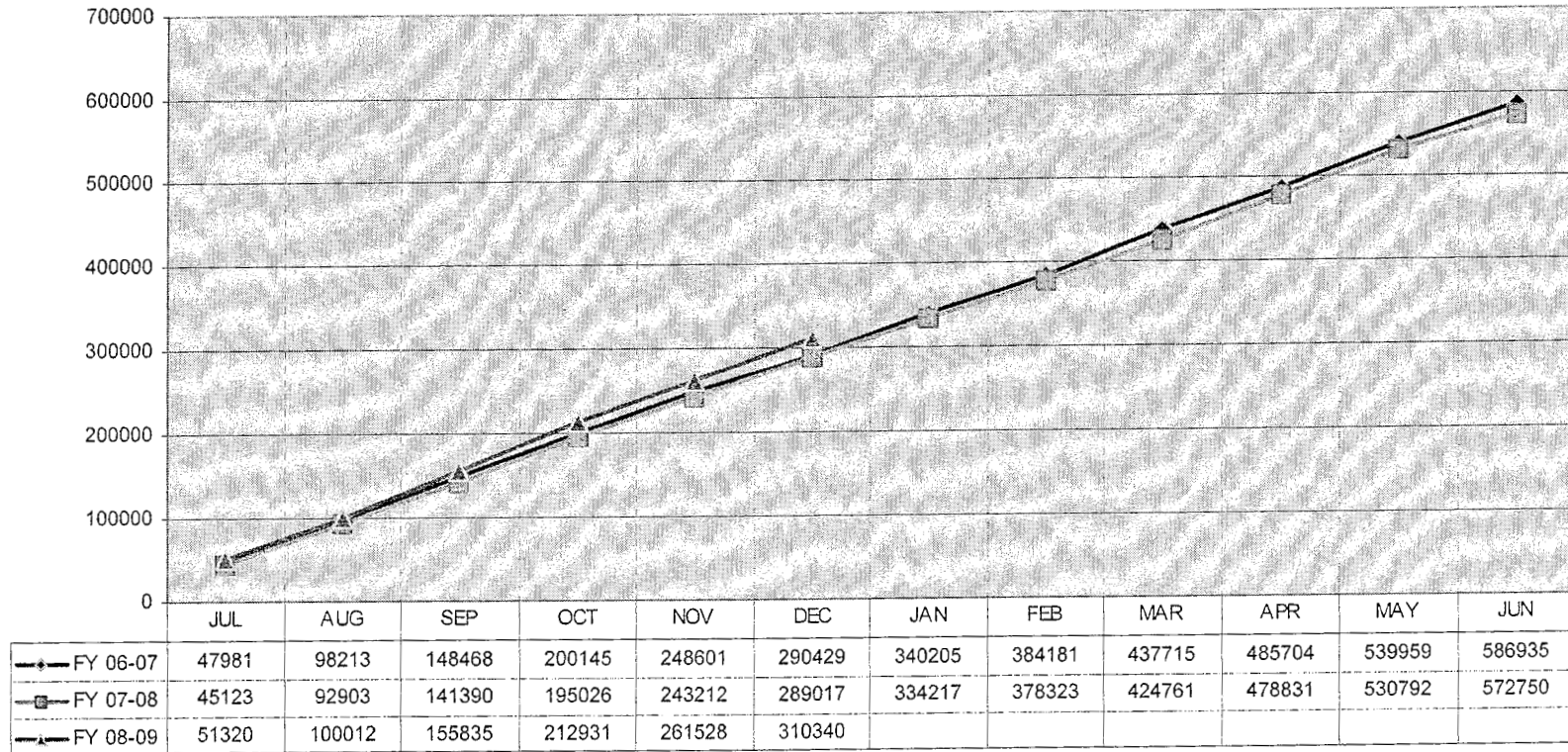
MILEAGE COMPARISON



5-5.11

Attachment D

YEAR TO DATE MILEAGE COMPARISON

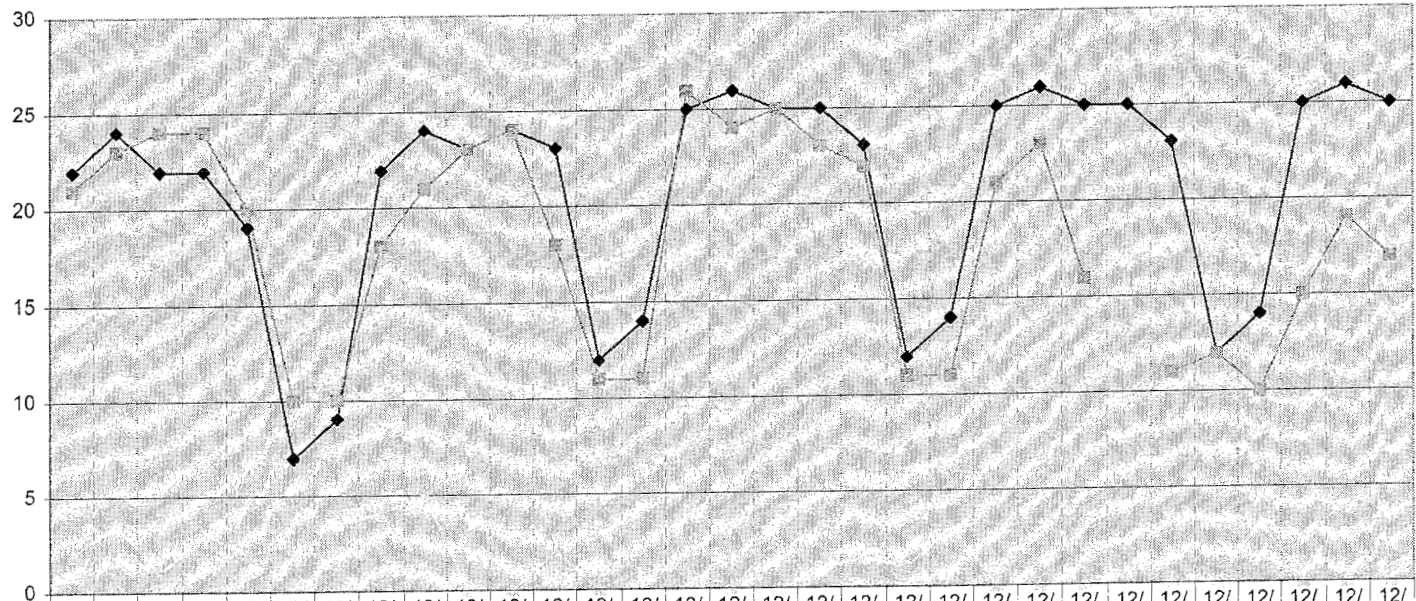


5-5.e1

Attachment E

5-5.41

DAILY DRIVER vs. SUBCONTRACTOR



	12/1	12/2	12/3	12/4	12/5	12/6	12/7	12/8	12/9	12/10	12/11	12/12	12/13	12/14	12/15	12/16	12/17	12/18	12/19	12/20	12/21	12/22	12/23	12/24	12/25	12/26	12/27	12/28	12/29	12/30	12/31
◆ #PC SCHEDULE	22	24	22	22	19	7	9	22	24	23	24	23	12	14	25	26	25	25	23	12	14	25	26	25	25	23	12	14	25	26	25
▣ #PC ACTUAL	21	23	24	24	20	10	10	18	21	23	24	18	11	11	26	24	25	23	22	11	11	21	23	16		11	12	10	15	19	17
△ # SUBCON	2.0	3.5	1.0	3.0	2.0	2.5	3.5	4.0	5.0	0.0	0.0	2.0	0.0	1.0	1.0	0.0	2.5	1.0	1.5	1.0	3.0	0.0	0.0	0.0		0.0	0.0	3.0	0.0	0.0	0.0

Attachment E

OUT OF DATABASE	UNRESTRICTED	RESTRICTED CONDITIONAL	RESTRICTED TRIP BY TRIP	TEMPORARY	VISITOR	DCSD	TOTAL
1/1/2005 to 12/31/2005	189	30	12	33	6	283	<b>553</b>
1/1/2006 to 12/31/2006	466	39	24	47	17	384	<b>977</b>
1/1/2007 to 12/31/2007	264	26	19	53	22	173	<b>557</b>
1/1/2008 to 12/31/2008	308	17	19	57	18	58	<b>477</b>

INTO DATABASE	UNRESTRICTED	RESTRICTED CONDITIONAL	RESTRICTED TRIP BY TRIP	TEMPORARY	VISITOR	TOTAL	DENIED
1/1/2005 to 12/31/2005	428	16	34	48	6	<b>532</b>	28
1/1/2006 to 12/31/2006	356	13	47	49	17	<b>482</b>	4
1/1/2007 to 12/31/2007	442	29	93	46	22	<b>632</b>	6
1/1/2008 to 12/31/2008	400	59	57	23	18	<b>557</b>	12

NUMBER OF ELIGIBLE RIDERS	2005	5336
	2006	<b>5315</b>
	2007	<b>4820</b>
	2008	<b>4895</b>
	<b>CURRENTLY</b>	<b>4975</b>



# HIGHWAY 17 EXPRESS OPERATING STATISTICS SUMMARY

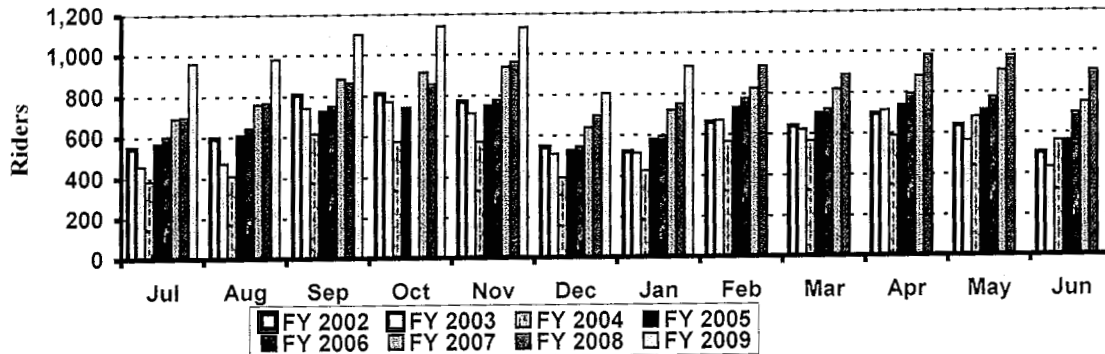
## FISCAL YEAR 2009

MONTHLY	Jul-2008	Aug-2008	Sep-2008	Oct-2008	Nov-2008	Dec-2008	Jan-2009	Feb-2009	Mar-2009	Apr-2009	May-2009	Jun-2009
<b>Total Ridership</b>	25,909	26,183	27,827	31,546	27,852	21,008	24,835					
Avg. Weekday Ridership	959	977	1,101	1,142	1,133	805	933					
Avg. Saturday Ridership	540	566	550	625	567	422	559					
Avg. Sunday Ridership	531	565	500	697	660	324	488					
<b>Total Service Days</b>	31	31	30	31	30	31	31					
Number of Weekdays	22	21	21	23	18	22	21					
Number of Saturdays	4	5	4	4	5	4	5					
Numbers of Sundays	5	5	5	4	7	5	5					
<b>Revenue Hours</b>	1,485	1,451	1,468	1,633	1,456	1,592	1,552					

QUARTERLY	Q1			Q2			Q3			Q4		
<b>Total Ridership</b>	79,919			80,406								
Avg. Weekday Ridership	1,012			1,022								
Avg. Saturday Ridership	553			540								
Avg. Sunday Ridership	532			564								
<b>Revenue Hours</b>	4,403			4,681								

FYTD	Jul-2008	Aug-2008	Sep-2008	Oct-2008	Nov-2008	Dec-2008	Jan-2009	Feb-2009	Mar-2009	Apr-2009	May-2009	Jun-2009
<b>Total Ridership</b>	25,909	52,092	79,919	111,465	139,317	160,325	185,160					
Avg. Weekday Ridership	959	968	1,012	1,046	1,061	1,017	1,005					
Avg. Saturday Ridership	540	554	553	570	569	547	549					
Avg. Sunday Ridership	531	548	532	567	592	549	540					
<b>Revenue Hours</b>	1,485	2,936	4,403	6,037	7,492	9,084	10,637					

**HIGHWAY 17 EXPRESS**  
Average Weekday Ridership History



**FYTD COMPARISON**  
2009 vs. 2008

	FY 2009		FY 2008		Percent Change
	Jul '08 to Jan '09	Jul '07 to Jan '08	Jul '08 to Jan '08	Jul '07 to Jan '07	
# of Weekdays	148	148	148	148	0.0%
Total Ridership	185,160	144,750	144,750	144,750	27.9%
Avg. Wkday Ridership	1,005	797	797	797	26.1%
Avg Sat Ridership	549	401	401	401	36.8%
Avg Sun Ridership	540	399	399	399	35.3%
Revenue Hours	10,637	10,087	10,087	10,087	5.5%
Riders Per Rev. Hour	17.41	14.35	14.35	14.35	21.3%

5-6.1

**Santa Cruz METRO  
January 2009 Ridership Report**

ROUTE	Miles	Hours	UC		Cabrillo	Full Fare	Tickets	Cash S/D		S/D Day Pass	S/D Day Pass	Passes/Free Rides	Pacific Shores	Total Ridership	Passengers Per Mile	Passengers Per Hour	Wheelchair	Bike
			Student	Faculty				Riders	Day Pass									
10	5,185.26	434.33	34,423	1,542	68	1,133	61	61	9	9	1,014	12	38,324	7.39	88.24	25	958	
13	1,978.56	169.20	15,491	600	20	349	8	11	4	3	344	0	16,830	8.51	99.47	2	408	
15	6,872.16	577.40	47,575	1,619	164	1,235	57	49	10	4	1,111	0	51,824	7.54	89.75	18	1,295	
16	14,577.15	1,197.97	97,403	3,272	185	3,932	112	144	25	8	2,853	9	107,943	7.40	90.10	48	2,632	
19	5,427.57	409.26	28,056	1,068	59	1,140	43	81	7	20	1,015	3	31,492	5.80	76.95	13	822	
3	2,272.40	164.66	532	87	107	555	82	107	21	40	1,509	61	3,101	1.36	18.83	5	80	
4	1,415.10	146.66	279	56	37	481	310	243	6	20	3,645	5	5,082	3.59	34.65	35	131	
7	1,042.00	93.34	290	31	9	91	25	47	3	9	635	1	1,141	1.10	12.22	11	10	
9	433.64	23.00	31	11	3	94	10	5	0	2	175	0	331	0.76	14.39	0	9	
12A	236.95	17.10	1,213	37	2	26	2	2	0	1	7	0	1,290	5.44	75.44	0	36	
20	5,823.17	388.07	23,420	794	114	1,211	76	107	10	0	116	0	27,421	4.71	70.66	21	585	
27x	1,265.04	108.00	4,989	207	5	87	2	2	1	0	116	0	5,409	4.28	50.08	1	271	
31	2,131.64	110.66	84	53	47	564	48	24	5	1	873	2	1,701	0.80	15.37	7	137	
32	714.84	42.34	6	4	5	203	13	7	1	0	293	1	533	0.75	12.59	1	12	
33	423.81	19.55	1	12	0	124	34	0	0	0	205	0	376	0.89	19.23	0	3	
34	237.32	15.01	8	7	1	94	4	1	0	0	163	0	278	1.17	18.52	1	10	
35	37,977.79	1,905.25	1,375	394	432	13,309	653	1,251	328	137	21,507	1	39,387	1.04	20.67	50	1,867	
40	2,434.00	98.99	28	18	8	606	24	32	13	11	675	1	1,416	0.58	14.30	0	43	
41	2,971.35	123.33	295	107	24	633	24	15	7	1	479	11	1,596	0.54	12.94	0	166	
42	3,388.70	125.84	240	15	25	465	21	40	4	2	324	8	1,144	0.34	9.09	1	102	
43	1,113.60	78.66	19	17	5	154	7	61	7	9	460	4	743	0.67	9.45	22	20	
54	2,186.70	126.66	23	10	22	209	10	77	9	8	475	0	843	0.39	6.66	17	15	
55	2,697.20	183.34	28	19	342	582	52	100	13	23	1,421	1	2,581	0.96	14.08	38	82	
56	2,105.80	93.00	5	8	107	239	12	56	11	2	473	0	913	0.43	9.82	10	28	
66	6,520.38	560.84	1,774	323	183	4,848	284	724	99	49	7,499	12	15,795	2.42	28.16	125	463	
68	5,001.40	408.51	1,892	317	85	2,707	186	398	64	26	5,300	3	10,978	2.19	26.87	76	290	
68N	1,846.50	132.99	688	47	18	723	16	40	1	0	757	0	2,290	1.24	17.22	7	139	
69	3,346.70	302.17	1,202	273	112	2,683	193	307	46	17	4,122	12	8,967	2.68	29.68	68	286	
69A	14,532.19	780.16	1,441	412	202	9,009	760	1,236	109	101	9,243	9	22,522	1.55	28.87	156	823	
69N	1,659.90	133.32	438	67	35	563	10	38	0	0	758	2	1,911	1.15	14.33	17	121	
69W	14,100.52	784.67	1,834	443	1,014	8,580	580	979	138	78	10,587	26	24,259	1.72	30.92	119	859	
70	2,734.20	224.83	216	60	839	1,130	122	175	25	16	2,274	9	4,866	1.78	21.64	20	142	
71	48,586.77	2,777.17	3,271	994	2,512	24,849	1,924	2,980	281	289	25,132	79	62,311	1.28	22.44	257	2,946	
72	5,260.08	254.34	11	17	28	1,429	79	270	25	22	1,040	0	2,921	0.56	11.48	19	64	
74	3,216.98	188.34	5	19	3	1,344	103	238	18	26	896	0	2,652	0.82	14.08	12	22	
75	6,598.80	397.50	42	37	41	3,354	146	544	67	72	2,244	0	6,547	0.99	16.47	40	153	
76	2,102.48	110.73	32	11	6	554	44	84	11	13	529	3	1,287	0.61	11.62	3	31	
79	1,569.26	91.66	4	24	3	555	74	241	18	58	679	0	1,656	1.06	18.07	47	21	
88	798.48	80.01	11	1	1	11	4,077	1	0	0	913	0	5,015	6.28	62.68	4	5	
91x	5,600.48	240.83	388	117	339	1,163	228	115	59	22	1,493	1	3,925	0.70	16.30	5	214	
UC Supp.	1,875.71	116.94	7,189	302	4	112	0	6	2	0	123	2	7,740	4.13	66.19	1	114	
Night Owl	1,534.81	121.68	4,661	37	15	337	5	4	0	0	88	1	5,148	3.35	42.31	0	147	
<b>TOTAL</b>	<b>231,797.38</b>	<b>14,358.31</b>	<b>280,913</b>	<b>13,489</b>	<b>7,231</b>	<b>91,467</b>	<b>10,521</b>	<b>10,903</b>	<b>1,457</b>	<b>1,091</b>	<b>115,024</b>	<b>393</b>	<b>532,489</b>	<b>2.30</b>	<b>37.09</b>	<b>1,302</b>	<b>16,562</b>	
<b>ROUTE</b>			<b>VTA/SC</b>	<b>ECO</b>		<b>Full</b>		<b>S/D</b>	<b>17</b>	<b>Passes/</b>			<b>RIDERSHIP</b>	<b>Passengers</b>	<b>Passengers</b>	<b>Wheelchair</b>	<b>Bike</b>	
			<b>Day Pass</b>	<b>Pass</b>		<b>Fare</b>	<b>Tickets</b>	<b>Riders</b>	<b>Day Pass</b>	<b>Free Rides</b>			<b>24,834</b>	<b>0.51</b>	<b>16.00</b>	<b>70</b>	<b>1,106</b>	
17	48,685.04	1,552.32	85	80	286	11,206	1,185	1,350	121	10,521								

**January Ridership 557,323**

5-7.1



**Santa Cruz METRO  
January 2008 Ridership Report**

ROUTE	Miles	Hours	Passes/ Free Rides	UC Student	UC Staff Faculty	Full Fare	Day Pass	Cash S/D Riders	S/D Day Pass	Cabrillo	Total Ridership	Passengers Per Mile	Passengers Per Hour	W/C	Bike
10	5,297.98	444.00	1,057	27,218	2,010	949	7	54	5	30	31,365	5.92	70.64	27	595
13	1,868.64	159.80	378	12,605	667	283	5	10	1	15	13,984	7.48	87.51	1	259
15	6,490.58	545.50	958	43,036	1,944	1,271	8	47	4	65	47,391	7.30	86.88	4	814
16	15,290.57	1,262.15	2,289	82,745	3,862	3,534	30	139	12	121	92,862	6.07	73.57	20	1,801
19	5,728.62	423.69	1,000	23,459	1,164	850	8	63	9	27	26,631	4.65	62.85	5	505
3	2,386.02	172.89	1,318	509	103	786	18	143	22	78	3,151	1.32	18.23	8	79
4	1,485.86	153.99	3,508	445	99	563	11	285	48	62	5,400	3.63	35.07	48	123
7	1,094.10	98.01	558	89	31	72	1	51	11	24	886	0.81	9.04	3	11
9	455.32	24.15	233	10	29	62	1	18	2	2	362	0.80	14.99	-	6
12A	223.79	16.15	14	915	138	41	-	1	1	3	1,119	5.00	69.29	-	32
20	6,320.80	421.12	1,223	19,684	1,030	1,178	21	79	12	137	23,581	3.73	56.00	12	445
27	1,194.76	102.00	48	4,718	258	93	-	3	2	1	5,125	4.29	50.25	1	139
31	2,238.22	115.14	877	63	81	584	11	15	1	21	1,716	0.77	14.90	3	85
32	750.58	44.46	150	13	3	235	-	2	1	6	442	0.59	9.94	1	9
33	423.81	19.55	107	-	-	72	-	-	-	1	210	0.50	10.74	-	2
34	237.32	15.01	144	1	-	95	-	1	-	-	246	1.04	16.39	-	1
35	38,227.11	1,918.02	19,905	1,276	471	12,334	261	1,036	136	408	36,560	0.98	19.06	53	1,335
40	2,453.94	99.69	589	42	3	596	14	55	11	4	1,334	0.54	13.38	1	38
41	3,070.31	127.50	521	364	56	578	9	20	1	12	1,599	0.52	12.54	2	84
42	3,389.16	125.76	392	140	37	346	-	46	3	19	1,004	0.30	7.98	1	69
53	1,169.28	82.59	542	6	10	271	12	59	6	9	929	0.79	11.25	49	44
54	2,059.83	119.49	316	26	9	251	6	38	1	4	666	0.32	5.57	-	9
55	2,832.06	192.51	1,247	15	20	660	25	113	15	271	2,400	0.85	12.47	18	52
56	2,211.09	97.65	390	8	7	254	8	34	2	95	807	0.36	8.26	1	12
66	6,533.46	563.11	6,637	1,504	440	5,676	129	645	50	139	15,623	2.39	27.74	116	369
68	5,029.56	411.26	4,660	1,438	287	3,069	92	343	35	87	10,181	2.02	24.76	65	237
68N	1,852.50	132.99	771	469	43	886	-	58	-	19	2,281	1.23	17.15	17	59
69	3,494.25	315.80	3,913	1,181	294	2,894	57	345	40	79	8,986	2.57	28.45	47	246
69A	14,571.99	783.69	8,329	1,169	510	9,192	153	961	122	154	21,487	1.47	27.42	183	629
69N	1,742.90	139.99	834	406	94	755	2	46	1	46	2,206	1.27	15.76	9	125
69W	14,177.46	790.50	8,894	1,554	482	8,843	119	810	78	803	22,156	1.56	28.03	126	757
70	2,590.29	212.99	2,053	233	70	1,164	13	111	18	652	4,480	1.73	21.03	18	127
71	49,033.04	2,804.90	23,260	2,338	1,063	24,005	348	2,755	190	2,292	58,336	1.19	20.80	246	2,254
72	5,523.08	267.06	1,012	18	36	1,327	37	254	20	33	2,827	0.51	10.59	19	39
74	3,402.08	197.76	710	3	26	1,306	14	206	15	26	2,395	0.70	12.11	13	32
75	6,586.20	397.50	1,848	11	37	2,610	52	396	50	78	5,266	0.80	13.25	29	110
76	1,892.23	99.75	349	1	10	328	8	74	5	-	811	0.43	8.13	6	9
79	1,647.73	96.24	988	18	34	553	19	213	51	10	1,956	1.19	20.32	59	29
88	798.48	80.01	331	6	1	15	-	2	-	3	5,040	6.31	62.99	-	-
91	5,640.42	233.70	1,416	93	133	1,318	52	79	13	350	3,639	0.65	15.57	5	203
UC Supplemental	1,127.84	69.75	35	5,663	229	100	-	3	-	4	6,048	5.36	86.71	-	67
Unknown			80	7	1	-	-	-	-	17	149			-	-
<b>TOTAL</b>	<b>232,543.26</b>	<b>14,377.82</b>	<b>103,884</b>	<b>233,499</b>	<b>15,822</b>	<b>89,999</b>	<b>1,551</b>	<b>9,613</b>	<b>994</b>	<b>6,207</b>	<b>473,637</b>	<b>2.04</b>	<b>32.94</b>	<b>1,216</b>	<b>11,841</b>

ROUTE	Monthly Pass	VTA/SC Day Pass	CalTrain	Full Fare	17 Day Pass	S/D Riders	ECO Pass	METRO RIDERSHIP	Passengers Per Mile	Passengers Per Hour	W/C	Bike			
17	45,680.90	1,482.78	9,048	38	47	8,935	118	1,149	6,028	186	20,537	0.45	13.85	37	963

Night Owl	3,848.00
TOTAL	3,848.00

<b>January Ridership</b>	498,022
<b>January Revenue</b>	\$ 209,735.98

5-7.2

BUS OPERATOR LIFT TEST \*PULL-OUT\*

	A	B	C	D	E	F	
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	1	6	0	6	0	100%
FLYER/LOW FLOOR - 40'	12	2	10	7	3	7	100%
FLYER/LOW FLOOR - 35'	18	1	17	10	7	10	100%
FLYER/HIGH FLOOR - 35'	13	6	7	1	6	1	100%
GILLIG/SAM TRANS - 40'	10	1	9	5	4	5	100%
DIESEL CONVERSION - 35'	15	3	12	11	1	11	100%
DIESEL CONVERSION - 40'	14	4	10	8	2	8	100%
ORION/HIGHWAY 17 - 40'	11	3	8	7	1	7	100%
GOSHEN	1	0	1	1	0	1	0%
TROLLEY	1	0	1	0	1	0	100%
CNG NEW FLYER - 40'	10	2	8	7	1	7	100%

5-7.3

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

## PASSENGER LIFT PROBLEMS

MONTH OF JANUARY 2009

BUS #	DATE	DAY	REASON
9820LF	6-Jan	Tuesday	Passenger side of coach wheelchair area back seat will not stay in up position.
9803LF	7-Jan	Wednesday	Wheelchair on passenger side santa cruz arm stuck, cannot move.
9806LF	7-Jan	Wednesday	No alarm for kneel or ramp.
9834G	8-Jan	Thursday	No lift.
9812LF	13-Jan	Tuesday	When pushing kneel switch to kneel bus, switch will shock you 1/3 of the time.
9840G	15-Jan	Thursday	Lift did not work for WC on last run of day.
2238CN	22-Jan	Thursday	Kneel very slow going up.
2223CN	25-Jan	Sunday	Bell for wheelchair people on right side has a wire exposed.

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

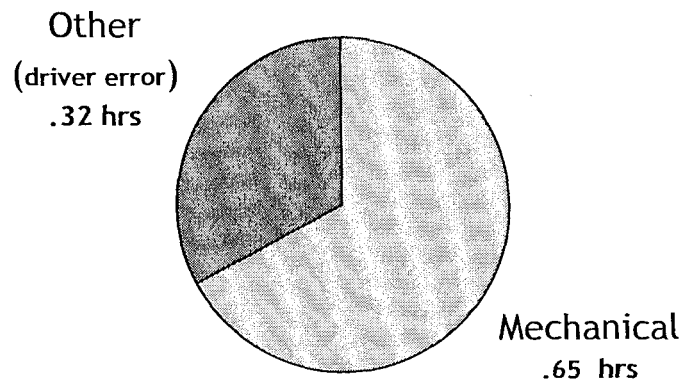
Note: Lift operating problems that cause delays of less than 30 minutes.

5-7.4

### Dropped Service for FY09


	FY07		FY08		FY09	
	Dropped Hours	Dropped Miles	Dropped Hours	Dropped Miles	Dropped Hours	Dropped Miles
July	5.02	96.88	5.53	90.97	81.53	1482.81
August	15.02	276.46	4.93	110.45	1.13	23.95
September	11.30	160.72	9.00	191.05	11.50	194.51
October	37.52	540.19	9.52	122.24	29.75	555.98
November	37.55	477.48	3.32	45.89	11.60	59.92
December	6.08	143.84	18.97	241.87	1.58	21.32
January	12.24	188.23	49.20	453.86	0.97	10.95
February	13.07	188.23	53.53	717.31		
March	7.13	133.30	22.50	315.63		
April	4.85	43.67	40.75	586.55		
May	16.00	241.42	16.40	246.82		
June	62.19	802.29	52.05	882.35		
<b>TOTAL</b>	<b>227.96</b>	<b>3,292.71</b>	<b>285.70</b>	<b>4,004.99</b>	<b>138.07</b>	<b>2,349.43</b>

#### Dropped Service Breakdown for January 2009



5-7.5

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** March 27, 2009  
**TO:** Board of Directors  
**FROM:** Angela Aitken, Finance Manager   
**SUBJECT:** UNIVERSITY OF CALIFORNIA – SANTA CRUZ  
MONTHLY SERVICE-JANURARY 2009 VERSUS JANURARY 2008

## I. RECOMMENDED ACTION

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

## II. SUMMARY OF ISSUES

- There were Eighteen (18) school-term days in 2009 and Nineteen (19) in 2008
- Revenue received from UCSC was \$356,147.42 versus \$291,196.34; an increase of 22.3%
- System-wide UCSC ridership increased by 16.3%
  - Total student ridership increased by 18.4%
  - Total Faculty/Staff ridership decreased by 14.9%
- Average Student ridership per school-term day increased by 25%
- Average Faculty/Staff ridership per weekday decreased by 10.8%

## III. DISCUSSION

For the month of January 2009, there were Eighteen (18) school-term days. School-term service resumed on January 6 after the winter holiday.

UCSC Revenue increased a total of \$64,951.08; or 22.3%. UCSC ridership for all METRO routes was up 16.3%. This includes an 18.4% increase in student ridership and a 14.9% decrease in Faculty/ Staff ridership.

Please see attached graphs that will depict Total UCSC Student and Faculty/Staff ridership increasing by 18.4% and decreasing by 14.9% respectively.

## IV. FINANCIAL CONSIDERATIONS.

Overall UCSC revenue is under budget by 0.1% as of January 2009.

5-8.1

**V. ATTACHMENTS**

**Attachment A: Total UCSC Monthly Revenue**

**Attachment B: Total UCSC Ridership**

**Attachment C: Monthly UCSC Ridership**

**Attachment D: Total UCSC Student Ridership**

**Attachment E: Total UCSC Faculty/Staff Ridership**

Prepared by: Erich Friedrich

5-8.2

## Total UCSC Monthly Revenue

FY 08 UCSC Revenue									
Date	Regular Student Bill	Regular Staff Bill	Night Owl Bill	Supplemental Bill	27x	TOTAL	Last Year	% Change	\$ Change
Jul-07	\$ 33,024.00	\$ 15,920.00				\$ 48,944.00	\$ 46,696.41	4.8%	\$ 2,247.59
Aug-07	\$ 38,130.53	\$ 17,149.80				\$ 55,280.33	\$ 54,014.10	2.3%	\$ 1,266.23
Sep-07	\$ 101,639.55	\$ 16,690.11	\$ 2,433.63	\$ 4,176.42	\$ 1,501.57	\$ 126,441.28	\$ 170,754.64	-26.0%	\$ (44,313.36)
Oct-07	\$ 331,758.64	\$ 20,061.49	\$ 7,658.98	\$ 8,740.07	\$ 5,020.67	\$ 373,239.85	\$ 314,022.57	18.9%	\$ 59,217.28
Nov-07	\$ 247,552.14	\$ 16,527.66	\$ 6,321.47	\$ 3,205.48	\$ 5,018.58	\$ 278,625.33	\$ 253,496.74	9.9%	\$ 25,128.59
Dec-07	\$ 119,753.81	\$ 12,320.21	\$ 4,731.24	\$ 4,824.85	\$ 2,820.60	\$ 144,450.71	\$ 76,128.86	89.7%	\$ 68,321.85
Jan-08	\$ 256,740.31	\$ 17,162.30	\$ 10,939.02	\$ 2,683.50	\$ 3,671.21	\$ 291,196.34	\$ 277,066.89	5.1%	\$ 14,129.45
Feb-08	\$ 276,028.54	\$ 18,729.40	\$ 13,041.41	\$ 4,439.97	\$ 4,601.84	\$ 316,841.16	\$ 256,817.50	23.4%	\$ 60,023.66
Mar-08	\$ 209,758.69	\$ 17,772.03	\$ 8,550.08	\$ 7,601.47	\$ 4,626.41	\$ 248,308.68	\$ 210,515.59	18.0%	\$ 37,793.09
Apr-08	\$ 297,663.63	\$ 20,042.00	\$ 13,705.06	\$ 7,208.57	\$ 5,651.21	\$ 344,270.47	\$ 272,972.83	26.1%	\$ 71,297.64
May-08	\$ 275,379.83	\$ 19,473.42	\$ 12,965.34	\$ 9,079.77	\$ 6,163.16	\$ 323,061.52	\$ 294,166.80	9.8%	\$ 28,894.72
Jun-08	\$ 127,125.79	\$ 16,138.87	\$ 4,122.59	\$ 4,842.39	\$ 3,027.40	\$ 155,257.04	\$ 148,913.76	4.3%	\$ 6,343.28
<b>FY 2008 Totals</b>	<b>\$ 2,314,555.46</b>	<b>\$ 207,987.30</b>	<b>\$ 84,468.82</b>	<b>\$ 56,802.49</b>	<b>\$ 42,102.65</b>	<b>\$ 2,705,916.71</b>	<b>\$ 2,375,566.69</b>	<b>13.9%</b>	<b>\$330,350.02</b>
FY 09 UCSC Revenue									
Date	Regular Student Bill	Regular Staff Bill	Night Owl Bill	Supplemental Bill	27x	TOTAL	Last Year	% Change	\$ Change
Jul-08	\$ 40,787.95	\$ 14,367.08	-	\$ 9,719.80	-	\$ 64,874.83	\$ 48,944.00	32.5%	\$ 15,930.83
Aug-08	\$ 43,773.78	\$ 16,273.16	-	\$ 10,973.81	-	\$ 71,020.75	\$ 55,280.33	28.5%	\$ 15,740.42
Sep-08	\$ 151,871.29	\$ 18,162.59	\$ 3,763.96	\$ 2,563.82	\$ 2,007.46	\$ 178,369.12	\$ 126,441.28	41.1%	\$ 51,927.84
Oct-08	\$ 408,791.24	\$ 21,030.79	\$ 13,538.41	\$ 1,999.52	\$ 5,435.42	\$ 450,795.38	\$ 373,239.85	20.8%	\$ 77,555.53
Nov-08	\$ 274,825.68	\$ 15,381.16	\$ 10,512.74	\$ 5,500.47	\$ 3,989.36	\$ 306,220.05	\$ 278,625.33	9.9%	\$ 27,594.72
Dec-08	\$ 129,527.31	\$ 11,581.57	\$ 4,892.43	\$ 3,560.21	\$ 2,118.85	\$ 149,561.52	\$ 144,450.71	3.5%	\$ 5,110.81
Jan-09	\$ 324,761.80	\$ 15,605.62	\$ 11,679.83	\$297.04	\$ 3,803.13	\$ 356,147.42	\$ 291,196.34	22.3%	\$ 64,951.08
Feb-09						\$ -			\$ -
Mar-09						\$ -			\$ -
Apr-09						\$ -			\$ -
May-09						\$ -			\$ -
Jun-09						\$ -			\$ -
	<b>\$ 1,374,339.05</b>	<b>\$ 112,401.97</b>	<b>\$ 44,387.37</b>	<b>\$ 34,614.67</b>	<b>\$ 17,354.22</b>	<b>\$ 1,576,989.07</b>	<b>\$ 1,318,177.84</b>	<b>19.6%</b>	<b>\$258,811.23</b>

5-8.a1

Attachment A





### Monthly UCSC Ridership

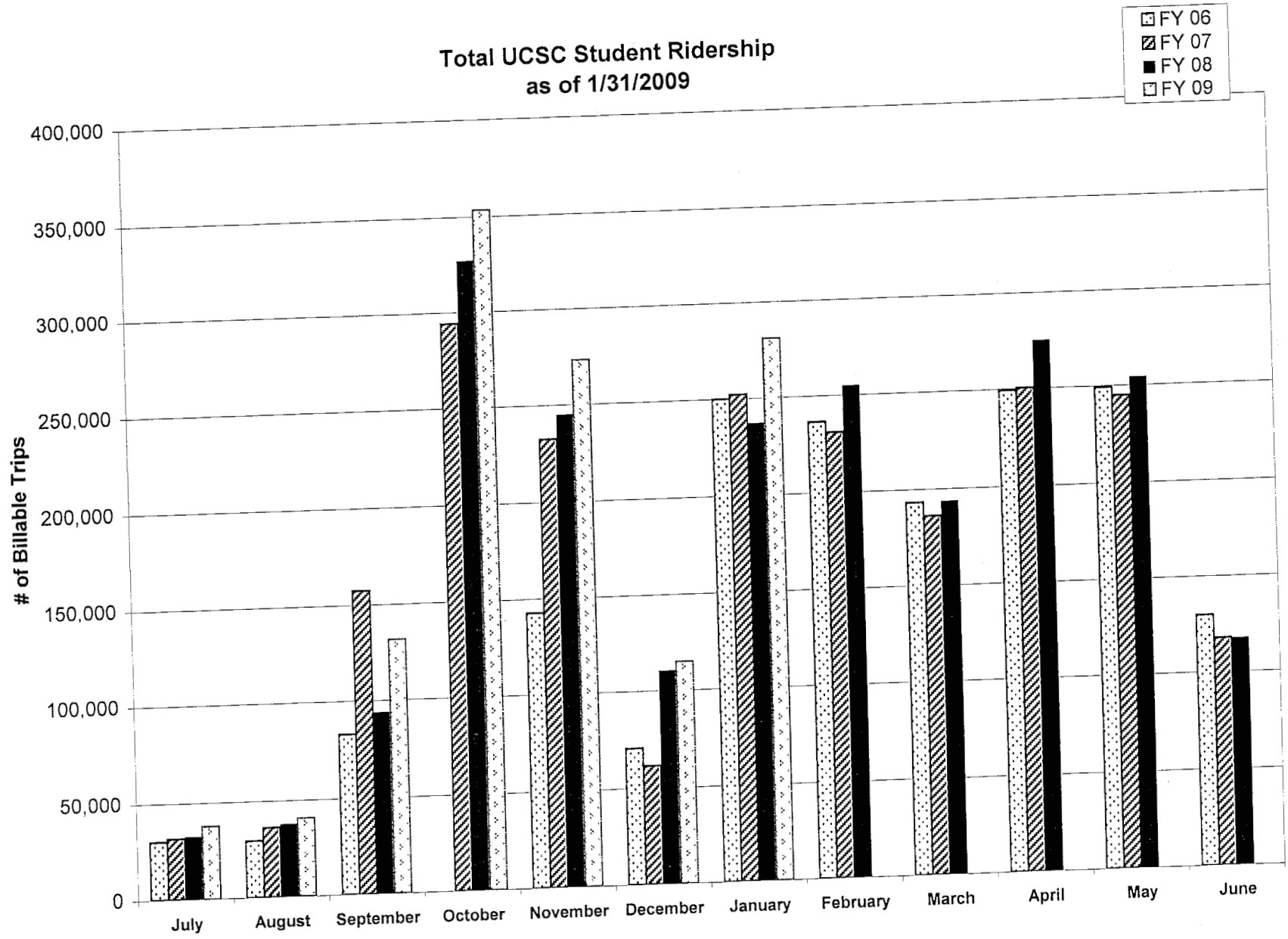
January 2009	Student Ridership			Faculty/ Staff Ridership			Average Student Ridership Per School Term Day			Average Faculty/Staff Ridership <i>Per Weekday</i>		
	FY 09	FY 08	%	FY 09	FY 08	%	FY 09	FY 08	%	FY 09	FY 08	%
Regular Service	263,854	223,085	18.3%	12,942	15,336	-15.6%	14,658.6	11,741.3	24.8%	647.1	730.3	-11.4%
Supple- mental	7,189	5,663	26.9%	302	229	31.9%	399.4	298.1	34.0%	15.1	10.9	38.5%
Night Owl	4,661	3,591	29.8%	37	23	60.9%	258.9	189.0	37.0%	1.9	1.1	68.9%
27x	4,989	4,718	5.7%	207	285	-27.4%	277.2	248.3	11.6%	10.4	13.6	-23.7%
<b>TOTAL</b>	<b>280,693</b>	<b>237,057</b>	<b>18.4%</b>	<b>13,488</b>	<b>15,873</b>	<b>-15.0%</b>	<b>15,594.1</b>	<b>12,476.7</b>	<b>25.0%</b>	<b>674.4</b>	<b>755.9</b>	<b>-10.8%</b>

5-8.c1

Attachment C

5-8.d1

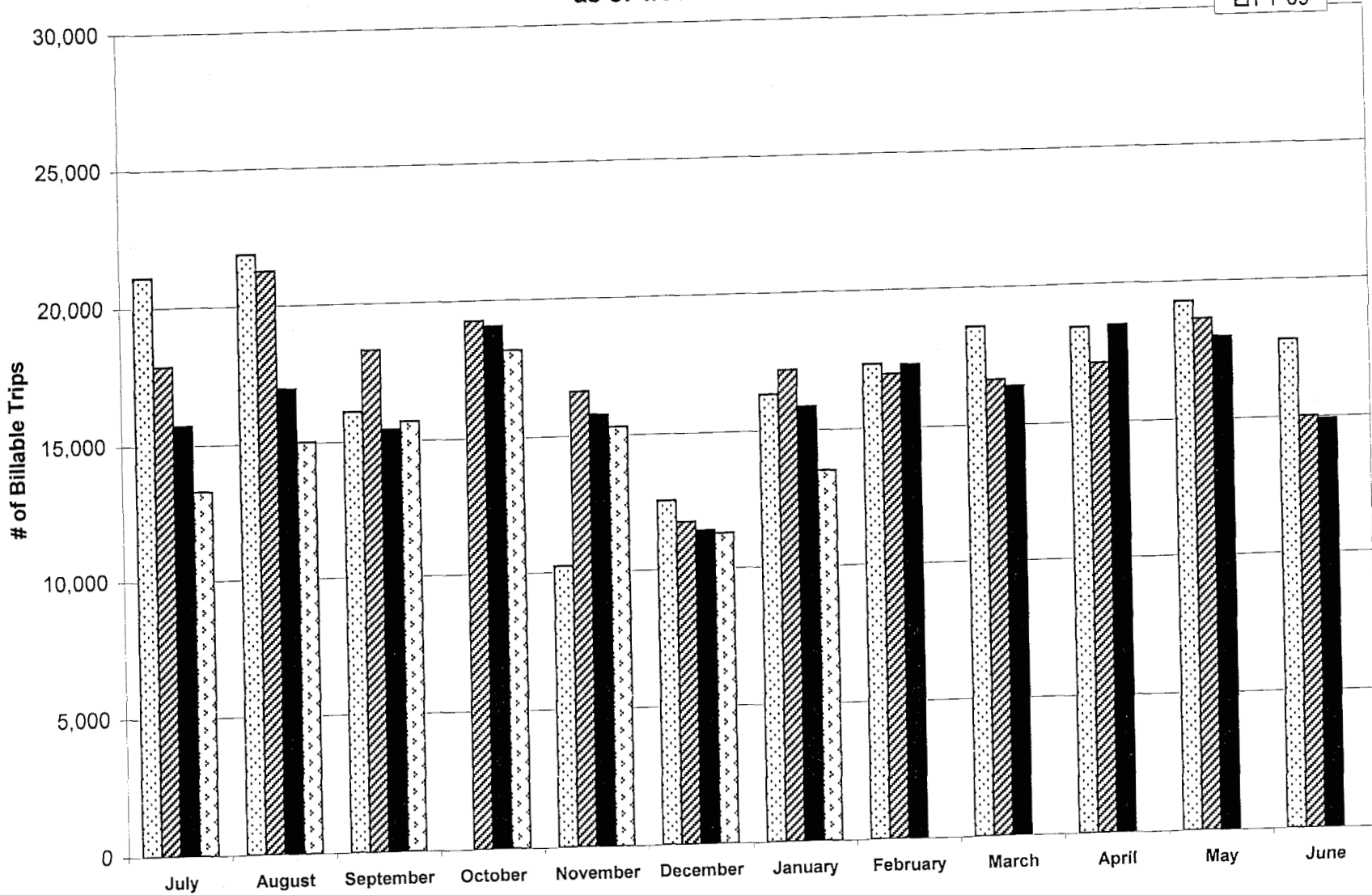
### Total UCSC Student Ridership as of 1/31/2009



Attachment D

Total UCSC Faculty/Staff Ridership  
as of 1/31/2009

□ FY 06  
 ▨ FY 07  
 ■ FY 08  
 ▩ FY 09



5-8.e1

Attachment E

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** March 27, 2009  
**TO:** Board of Directors  
**FROM:** Frank L. Cheng, Project Manager  
**SUBJECT:** CONSIDERATION OF METROBASE STATUS REPORT

## I. RECOMMENDED ACTION

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

## II. SUMMARY OF ISSUES

- Maintenance Building
  - West Bay Builders working on punch-list items for the first phase of building.
  - West Bay is continuing with site work on 2<sup>nd</sup> half of site.
- Operations Building
  - RNL has repackaged the Operations Building.
  - Invitation For Bids is pending State release of Proposition 1B Bond Funds.
- Vernon Administration Building
  - Wald, Ruhnke & Dost Architects has completed the drawings and specs.
  - On February 27, 2009, the Pre-Bid Conference began.
  - Invitation For Bids(IFB) 09-10 due March 24, 2009 at 2pm.

## III. DISCUSSION

West Bay Builders is continuing to work on punch-list items for the first phase of the Maintenance Building. Currently, West Bay Builders is continuing site work on the 2<sup>nd</sup> half of site. Rain has impacted the site work and has shifted West Bay's work back to the punch-list items for the first phase. Once the weather cooperates, West Bay will continue on the site work. Previously, the Butler building was demolished and underground tanks were removed. This was needed for preparations on grading the site and casting tilt-up panels.

In regards to the Operations Building, RNL Design has completed the re-package of the Operations Building. The plans have been reviewed by the City of Santa Cruz, and plan checked by Bureau Veritas. Invitation for Bids is pending State release of Proposition 1B Bond Funds.

Wald, Ruhnke & Dost (WR&D) Architects have completed drawings for the Vernon Administration Building. Drawings and specifications were available on February 23, 2009 at San Jose Blue located at 21511 E. Cliff Drive, Santa Cruz, other Builders Exchange, and Plan rooms. IFB 09-10 bid is due March 24, 2009 at 2:00pm.

5-9.1

Information for the MetroBase Project can be viewed at <http://www.scmtd.com/metrobase>  
Information on the project, contact information, and MetroBase Hotline number (831) 621-9568  
can be viewed on the website.

New updates on the MetroBase Project:

- Vernon Administration Building IFB 09-10 out to bid.

Previous information regarding the MetroBase Project:

- A. Maintenance Building (IFB 06-01)
  - West Bay working on 2<sup>nd</sup> half site work, and punch-list items for 1<sup>st</sup> half.
  - IFB 06-01 Maintenance Building awarded to West Bay Builders.
  - Weekly Construction Meetings.
- B. Operations Building
  - RNL Design Operations Building re-package complete.
  - Invitation For Bids is pending State release of Proposition 1B Bond Funds.
- C. Vernon Administration Building (IFB 09-10)
  - Wald, Ruhnke & Dost Architects complete.
  - Invitation For Bids 09-10 due March 24, 2009.

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

Funds for the construction of the Maintenance Building, Operations Building, and Vernon Administration Building Components of the MetroBase Project are available within the funds the METRO has secured for the Project.

#### **V. ATTACHMENTS**

**None**

5-9.2

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** March 27, 2009

**TO:** Board of Directors

**FROM:** Angela Aitken, Finance Manager

**SUBJECT: CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT RENEWAL WITH BROWN ARMSTRONG PAULDEN MCCOWN STARBUCK THORNBURGH & KEETER ACCOUNTANCY CORPORATION FOR FINANCIAL AUDIT AND TAX SERVICES**

## I. RECOMMENDED ACTION

**That the Board of Directors authorize the General Manager to execute an amendment to the contract with Brown Armstrong Paulden McCown Starbuck Thornburgh & Keeter Accountancy Corporation for financial audit and tax services to extend the term of the contract for one (1) additional year for an amount not to exceed \$39,750.**

## II. SUMMARY OF ISSUES

- METRO entered into a contract with Brown Armstrong Paulden McCown Starbuck Thornburgh & Keeter Accountancy Corporation for financial audit and tax services on May 1, 2007.
- The contract will expire on April 30, 2009.
- At the option of METRO, this contract may be renewed for two (2) additional one-year terms under the same terms and conditions.
- Staff recommends that the Board of Directors authorize the General Manager to execute an amendment to the contract with Brown Armstrong Paulden McCown Starbuck Thornburgh & Keeter Accountancy Corporation for financial audit and tax services to extend the contract one (1) additional year for an amount not to exceed \$39,750.

## III. DISCUSSION

METRO entered into a contract with Brown Armstrong Paulden McCown Starbuck Thornburgh & Keeter Accountancy Corporation for financial audit and tax services on May 1, 2007. The contract will expire on April 30, 2009. Contractor has provided good service under this contract. An extension of the contract would be advantageous to METRO. Section 4.01 of the contract allows METRO the option to renew the contract for two (2) additional one-year terms. On the Contractor's original proposal, pricing for the first and second option years was provided. Contractor had proposed the same rate for all three years. Staff recommends that the Board of Directors authorize the General Manager to execute an amendment to the contract with Brown

5-10.1

Armstrong Paulden McCown Starbuck Thornburgh & Keeter Accountancy Corporation for financial audit and tax services to extend the contract one (1) additional year for an amount not to exceed \$39,750.

**IV. FINANCIAL CONSIDERATIONS**

Funds are available in the Finance department's budget for this amendment.

**V. ATTACHMENTS**

**Attachment A:** Contract Amendment

Prepared By: Lloyd Longnecker, Purchasing Agent

5-10.2

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
SECOND AMENDMENT TO PROFESSIONAL SERVICES CONTRACT FOR  
FINANCIAL AUDIT AND TAX SERVICES (06-20)**

This Second Amendment to Professional Services Contract for Financial Audit and Tax Services is made effective May 1, 2009 between the Santa Cruz Metropolitan Transit District, a political subdivision of the State of California ("METRO") and BROWN ARMSTRONG PAULDEN MCCOWN STARBUCK THORNBURGH & KEETER ACCOUNTANCY CORPORATION ("Contractor").

**I. RECITALS**

1.1 METRO and Contractor entered into a Contract for Financial Audit and Tax Services ("Contract") on March 1, 2007.

1.2 The purpose of this Second Amendment is to extend the agreement for a one-year period, pursuant to the provisions of paragraph 4 of the Contract, which allows for two additional one-year terms upon mutual written consent. This fully executed Amendment constitutes mutual written consent.

Therefore, METRO and Contractor amend the Contract as follows:

**II. SPECIFICATION CHANGES**

2.1 Paragraph 4.01 is amended to read as follows:

The term of this contract will be extended through April 30, 2010.

**III. COMPENSATION**

3.1 METRO agrees to compensate Contractor for Financial Audit and Tax Services at the rates quoted for the second option year as provided in Contractor's original proposal:

Financial Audit Services, Second Option Year: \$39,500.00

Preparation of Federal and State Tax Returns for Santa Cruz Civic Improvement Project,  
Second Option Year: \$250.00

**IV. REMAINING TERMS AND CONDITIONS**

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



V. AUTHORITY

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

Signed on \_\_\_\_\_

METRO - SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

\_\_\_\_\_  
Leslie R. White  
General Manager

CONTRACTOR - BROWN ARMSTRONG PAULDEN MCCOWN STARBUCK  
THORNBURGH & KEETER ACCOUNTANCY CORPORATION

By \_\_\_\_\_  
Steven R. Starbuck  
Principal

Approved as to Form:

\_\_\_\_\_  
Margaret R. Gallagher  
District Counsel

5-10. a2<sup>2</sup>

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** March 27, 2009

**TO:** Board of Directors

**FROM:** Margaret Gallagher, District Counsel

**SUBJECT: CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A 5-YEAR LEASE EXTENSION FOR THE PROPERTY LOCATED AT 2880 RESEARCH PARK DRIVE IN SOQUEL**

## I. RECOMMENDED ACTION

**Authorize the General Manager to execute a 5-year Lease Extension between the Santa Cruz Metropolitan Transit District and Soquel III Associates, a California General Partnership, for the property located at 2880 Research Park Drive in Soquel.**

## II. SUMMARY OF ISSUES

- The Santa Cruz Metropolitan Transit District has an existing lease with Soquel III Associates, a California general partnership for the lease of the property located 2880 Research Park Drive in Soquel for METRO's ParaCruz facilities.
- The first five-year lease term expires on August 31, 2009 but provides an option to extend the Lease for an additional five year term under the same terms and conditions as the original lease term.
- The Lease requires a written notice within 180 days of the expiration of the term, or by March 1, 2009, which was provided by METRO to Soquel III Associates.
- METRO staff has determined that it is in METRO's financial best interest to keep ParaCruz operations at the existing location. Any move to another location would cost METRO additional funds that it does not currently have.

## III. DISCUSSION

METRO's ParaCruz Operations and Facilities offices are located at 2880 Research Park Drive in Soquel. The property has been leased from Soquel III Associates for these purposes since September 1, 2004. The current lease term expires on August 31, 2009 with an option to extend the Lease for an additional 5-year term. The Lease includes 9,318 square feet of Floor space and 13.9% of the parking spaces on a non-exclusive pro rata basis.

Monthly rent for the initial year was \$8,386.20 for the base rent and \$2,422.68 for the common area charges for a total monthly rent of \$10,808.88. The Lease provides for CPI increases every year on the successive anniversary date of the Commencement Date of the Lease, which is never

less than 2% nor more than 6%. Currently METRO pays a monthly rent of \$12,116.23 which includes \$9,574.26 for the base rent and \$2,541.97 for the common area charges.

METRO staff has determined that it is in the financial best interest to keep ParaCruz operations at the existing location. Any move to another location would cost METRO additional funds that it does not currently have.

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

Currently the total monthly rent for the property is \$12,116.23.

If METRO elects to exercise its current option to extend the Lease by an additional five-year term, the annual CPI increases (minimum of 2% and maximum of 6%) will apply to the successive years, beginning September 1, 2009.

#### **V. ATTACHMENTS**

**Attachment A:** Draft Lease Extension

5-11.2

**LEASE AMENDMENT NUMBER 1**

This Lease Amendment Number 1 is made this 27th day of March, 2009 between Soquel III Associates, a California general partnership (hereinafter referred to as the "Landlord") and Santa Cruz Metropolitan Transit District, a local public agency (hereinafter referred to as the "Tenant"), who agree as follows:

RECITALS:

- A. Landlord and Tenant entered into that certain Lease Agreement, dated for reference August 13, 2004 for the premises known as 2880 Research Park Drive, Suite 160, Soquel, California 95073 (hereinafter referred to as the "Lease").
- B. Tenant desires to exercise its first option to extend the term of the Lease.

NOW THEREFORE, the parties hereto agree as follows:

1. The term of the Lease shall be extended five (5) years to terminate on August 31, 2014.
2. All other terms, conditions, covenants or provisions of the Lease shall remain unchanged.

LANDLORD:

TENANT:

Soquel III Associates,  
a California general partnership

Santa Cruz Metropolitan Transit District,  
a local public agency

By: \_\_\_\_\_  
Bernard Kotansky,  
General Partner

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** March 27, 2009  
**TO:** Board of Directors  
**FROM:** Robyn Slater, Human Resources Manager  
**SUBJECT: PRESENTATION OF EMPLOYEE LONGEVITY AWARDS**

## I. RECOMMENDED ACTION

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

## II. SUMMARY OF ISSUES

- None.

## III. DISCUSSION

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

## IV. FINANCIAL CONSIDERATIONS

None.

## V. ATTACHMENTS

**Attachment A:** Employee Recognition List

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
EMPLOYEE RECOGNITION**

**TEN YEARS**

None

**FIFTEEN YEARS**

None

**TWENTY YEARS**

Bonnie L. Morr, Bus Operator  
Dennis Neil Dougherty, Custodial Service Worker I

**TWENTY-FIVE YEARS**

Francisco J. Contreras Navarro, Bus Operator  
Juanita Archibeque, Bus Operator

**THIRTY YEARS**

None

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

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

**A RESOLUTION OF APPRECIATION FOR THE SERVICES OF  
IAN MCFADDEN AS TRANSIT PLANNER  
FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT**

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

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

**WHEREAS**, the Santa Cruz Metropolitan Transit District, requiring an employee with expertise and dedication appointed Ian McFadden to serve in the position initially of Bus Operator, subsequently promoting him to the position of Transit Planner.

**WHEREAS**, Ian McFadden served as a member of the Operations Department of the Santa Cruz Metropolitan Transit District for the time period of November 18, 1985 to May 23, 2001, and then served as a member of the Administration Department of Santa Cruz Metropolitan Transit District for a time period of May 24, 2001 to April 15, 2009, and

**WHEREAS**, Ian McFadden provided the Santa Cruz Metropolitan Transit District with dedicated service and commitment during the time of employment, and

**WHEREAS**, Ian McFadden served the Santa Cruz Metropolitan Transit District with distinction, and

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

**WHEREAS**, during the time of Ian McFadden's service, METRO expanded service, developed new operating facilities, purchased new equipment, developed accessible bus stops, opened new transit centers, improved ridership, responded to the challenges of the Loma Prieta Earthquake, responded to adverse economic conditions, implemented bi-directional UCSC service, assumed direct operational responsibility for the Highway 17 Express service and the Amtrak Connector service, and assumed direct operational responsibility for the ParaCruz service, and

**WHEREAS**, the quality of life in Santa Cruz County was improved dramatically as a result of the exemplary service provided by Ian McFadden.

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

7.1 \_\_\_\_\_

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

**PASSED AND ADOPTED** this 27th day of March 2009 by the following vote:

**AYES: Directors -**

**NOES: Directors -**

**ABSTAIN: Directors -**

**ABSENT: Directors -**

**APPROVED** \_\_\_\_\_

DENE BUSTICHI  
Board Chair

**ATTEST** \_\_\_\_\_

LESLIE R. WHITE  
General Manager

**APPROVED AS TO FORM:**

\_\_\_\_\_  
MARGARET GALLAGHER  
District Counsel



# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

## STAFF REPORT

**DATE:** March 27, 2009

**TO:** Board of Directors

**FROM:** Margaret Gallagher, District Counsel

**SUBJECT: CONSIDERATION OF MODIFICATIONS TO METRO'S DISCOUNT FARE POLICY IMPLEMENTING NEW SECTIONS AND REVISING THE VERIFICATION OF DISABILITY STATUS FORM AND CHANGING THE FORMAT**

### I. RECOMMENDED ACTION

**Accept and approve modifications to the Discount Fare Policy and Verification of Disability Status Form.**

### II. SUMMARY OF ISSUES

- METRO's Discount Fare Policy has been in place for many years in order to implement the Urbanized Area Formula Program (Section 5307) grant requirements.
- In 2008, METRO staff determined that modifications to the Discount Fare Policy were necessary in order to update the policy, and consolidate various aspects of the policy into one format.
- METRO staff reviewed the proposed modified policy with the Elderly and Disabled Transportation Advisory Committee (E&D TAC) and METRO's Advisory Committee (MAC). Both Committees reviewed the proposed Discount Fare Program and provided recommendations, some of which have been incorporated into the Policy. Both Committees approved the recommended modifications.

### III. DISCUSSION

The Federal Urbanized Area Formula Program (Section 5307) requires fixed-route grantees to allow 1.) Elderly persons, 2.) Persons with disabilities, and 3.) Medicare cardholders to ride fixed-route service during the off-peak hours for a fare that is not more than one-half the base fare charged other persons during the peak hours. METRO has received Section 5307 grant funds for many years. In 2009, METRO will receive a §5307 grant for capitol and operating assistance (\$3,496,293 for general operating assistance and \$700,000 for capitol improvements for METROBASE). As a result of this funding, METRO continues to be required to offer discounted fares in accordance with the §5307 requirements during off-peak hours. Therefore, METRO's fixed route service, during non-peak hours, must provide a discounted fare for elderly persons (defined as 65 years or older), and persons with disabilities that is no greater than 50% of the fare applicable during peak hours of service. Additionally, the discounted fare rates must

apply to any person presenting a Medicare Card issued pursuant to the Social Security Act.

Originally, in implementing its Discount Fare Program, METRO chose to authorize discount fares during all hours of service on all its fixed routes. Additionally, it determined that it would define "elderly" as 62 years or older for purposes of this program. Further, METRO allows a parent with disabilities to register his/her children for the Program by completing a short Registration Form to receive a discounted fare for his/her children when accompanying the parent who has a disability.

In the Spring of 2008, it was determined that METRO's Discount Fare Program (*Attachment A*) should be updated. The proposed Discount Fare Program (*Attachment B*) provides information that is not contained in the current policy, and separates out the requirements for an individual who qualifies for discount fare based on age (age 62 and over), and an individual who qualifies for discount fare based on his/her disability status.

METRO staff has added sections to the proposed Discount Fare Policy regarding the use of Personal Care Attendants, locations where an individual can purchase Discount ID Cards, and locations of METRO Pass Outlets throughout Santa Cruz County. Additionally, the proposed regulation explains how an individual with temporary disabilities may qualify for a Temporary Discount Fare Card and how an individual can order METRO passes by mail. These sections have been added to provide further information to customers who meet the eligibility criteria and wish to purchase a Discount ID Card.

The Verification of Disability Status Form has been revised to correspond with the proposed Discount Fare Program. An individual who wishes to purchase a Discount Fare based on his/her age is not required to complete a certification form, as proper identification of age at the time of ticket purchase will suffice.

METRO staff attended meetings of E&D TAC and MAC to obtain their input on the proposed changes to the regulation. *Attachment C* contains questions that members of the E&D TAC posed to METRO staff with answers that were provided back to the Committee. While reviewing the proposed Discount Fare Program, a discussion developed of how METRO came to use 62 years of age to define "elderly" for this program. Some E&D TAC members asked if METRO would consider using the standard for service under the Older Americans Act, 60 years of age, to encourage bus ridership habits among the aging population.

According to the applicable FTA regulations, the definition of "elderly" for the issuance of discount passes must "at a minimum include all persons 65 years of age or over." FTA regulations, however, also allow transit agencies, at their discretion, to use a definition that extends this fare to younger (e.g. 62 and over, or 60 and over) persons. The California Vehicle Code authorizes the Department of Motor Vehicles to issue Senior Citizen Cards to "any person 62 years of age or older" (*Cal. Vehicle Code*

§13000(b)). METRO chose the mid-point age of 62 and over. At this time, METRO staff believes retaining the definition of “elderly” to include only those persons age 62-years and above not only exceeds the federal guidelines, but also encourages ridership for the aging population.

At the suggestion of METRO Staff, the term “elderly” has been replaced with “older adult” throughout the proposed policy. This language is consistent with the Easter Seal/Project Action *Transit Operator’s Pocket Guide* published in August 2007. According to Clay Kempf, Executive Director for Senior Services, there is no one term that has been universally accepted to describe those individuals who are 60 years or older.

E&D TAC also recommended that METRO consider revising its current policy to allow eligible METRO ParaCruz passengers to ride fixed route buses free of charge by showing their valid METRO ParaCruz ID Cards. While incentives to encourage use of fixed route services are important to METRO staff, this modification is not being recommended at this time. METRO staff is concerned that if this policy was permitted, some difficulties might arise, as eligibility for paratransit service is generally limited to those individuals whose disabilities prevent them from being able to access the fixed route service. Additionally, METRO staff do not believe that METRO can financially afford to expand fare discounts at this time. METRO is already allowing the Discount Fare Passes to be utilized during non-peak service hours and by Older Adults who are younger than 65 years of age, both of which go beyond the minimum federal requirements.

E&D TAC also requested that METRO consider making the Discount ID Cards free, instead of charging a fee of \$2.00 as METRO does now. The estimated actual cost including labor exceeds \$2.00, as the materials alone cost approximately \$1.65. METRO staff is not recommending a change in the cost of the Discount ID Card at this time.

Currently, METRO allows the children (under the age of 18) of METRO passengers using METRO Discount Photo ID Cards to ride at the discounted rate with their qualifying parent. This practice will continue and language has been added to the policy (*Section 5.04*) to insure that this practice continues uninterrupted. Parents must complete a registration form available at the Santa Cruz METRO Center (Pacific Station) and Watsonville Transit Centers to qualify for this extended coverage. In addition, the registration form for Reduced Children’s Fare with Disability ID Card has been revised.

In the Fall of 2008, E&D TAC members expressed a concern about the availability of discount application forms. In January 2009, METRO obtained a fixed route ticket vendor in Aptos. Community Bridges/Lifeline will now be selling METRO fixed route passes. As more vendors agree to sell the passes, their names and locations will be added to the policy.

**IV. FINANCIAL CONSIDERATIONS**

During the Fiscal year (July 2007 -- June 2008), METRO issued the following:

8,397 S&D Monthly Passes (\$25/each)	\$209,925.00
1,674 Discount Convenience Cards (\$11.25/each)	\$ 18,832.50
981 Discount Day Passes (\$2.25/each)	\$ 2,207.25
391 Photo ID Cards (\$2.00/each)	\$ 782.00
15 Photo ID Cards (\$5.00/each)	\$ 75.00

**VI. ATTACHMENTS**

- A: Current Policy
- B: Proposed Older Adult and Persons with Disabilities Fixed Route Discount Fare Program
- C. Questions from E&D TAC re: Discount Fare Policy with METRO staff's answers

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT**

**ELIGIBILITY CRITERIA FOR DISCOUNT FARE  
FOR PERSON WITH DISABILITY**

**GENERAL PROVISIONS**

The Attached Eligibility Criteria were developed in conjunction with service agency personnel and members of the persons with disability community. The Eligibility Criteria are the sole bases for the determination of a mass transportation person with disability on the Santa Cruz Metropolitan Transit District System.

The Eligibility Criteria are subject to review on a periodic basis. Changes to the Eligibility Criteria shall be made at the discretion of the Transit District with recommendations by service agency representatives and the person with disability community.

Discount cards for permanently person with disability are valid for the life of the fare structure policy granting the discount, although it will be required to renew the cards every three years.

The District's fiscal obligations may require modification of this program at anytime, however any change in the percentage of discount or hours of operation granted to person with disability in no way invalidates discount fare privileges extended to persons who qualify under the Eligibility Criteria.

The Eligibility Criteria (definition of person with disability) were developed based on a person's ability or inability to use mass transportation services and presume a level of personal mobility and independence to the degree that use of public transportation systems would be a reasonable expectation.

A functional definition of a person with disability follows: A mass transportation person with a is any incapacity or a person with disability which results in the inability of a person to perform one or more of the following functions necessary for the effective use of mass transportation facilities without significant difficulty;

1. Negotiating a flight of stairs, escalator or ramp;
2. Boarding and alighting from a public transit vehicle;
3. Standing in a moving public transit vehicle;

**NOTICE TO PHYSICIANS,  
STATE AND FEDERAL AGENCY PERSONNEL**

Discount fares for the Santa Cruz Metropolitan Transit District are now available to person with disability who are certified by a physician or State or Federal agency as meeting definitions described on the attached Eligibility Criteria list. If you are requested to certify a person with disability for discount fare eligibility, please follow the procedure described below:

1. Determine if the person meets the permanent or temporary criteria described in the Eligibility Criteria based on appropriate medical records. Note the Section Number.
2. Fill out the attached Certificate Form indicating the Section Number and the person's address and birth date.
3. Determine if the person requires attendant care while travelling and check the appropriate space.
4. If temporary person with disability, indicate period disabled in appropriate space.
5. Sign the Certificate Form and fill out address and telephone section and license number, if applicable.

NOTE: STATE AND FEDERAL AGENCY PERSONNEL

Certificate Forms may only be signed by those persons whose name(s) and title (s) are on file with the Santa Cruz Metropolitan Transit District as designated personnel. Agencies need notify Santa Cruz Metropolitan Transit District of any change in designated personnel.

The Certificate Forms will remain on file with the Santa Cruz Metropolitan Transit District as medical records, not subject to public review.

Please return the form to the person requesting certification transmittal to their transit agency.

Thank you for your cooperation.

8. a2

**PERSON WITH DISABILITY  
ELIGIBILITY CRITERIA**

**SUBJECT**

NON-AMBULATORY DISABILITIES .....	1
SEMI-AMBULATORY DISABILITIES	
Mobility Aids .....	1
Arthritis.....	1
Amputation.....	1
Cerebrovascular Accident (Stroke) .....	1
Pulmonary Ills .....	2
Cardiac Ills .....	2
Dialysis .....	3
SIGHT DISABILITIES .....	3
HEARING DISABILITIES .....	4
DEVELOPMENTAL DISABILITIES	
Mental – Person With Disability.....	4
Cerebral Palsy .....	4
Epilepsy .....	5
Autism .....	5
Neurological – Person With Disability.....	5
MENTAL DISORDERED PERSON WITH DISABILITY	
Emotionally Disturbed .....	5
VETERANS ADMINISTRATION EXCEPTION FOR 100% PERSON WITH DISABILITY.....	6
CERTIFICATE FORM	

## **ELIGIBILITY CRITERIA FOR DISCOUNT FARE FOR PERSON WITH DISABILITY**

### **PHYSICAL PERSON WITH DISABILITY**

**Section 1:** Non-Ambulatory Person With Disability.

Impairments that, regardless of the cause, confine individual permanently to wheelchairs.

**Section 2:** Semi-Ambulatory Person With Disability.

Impairments that cause individuals to walk with difficulty or insecurity including individuals using a long leg brace, or walker or crutches to achieve mobility.

**Section 3:** Semi-Ambulatory Person With Disability.

Persons who due to any cause, suffer arthritis which causes a functional motor deficit in any two major limbs (arms and/or legs). American Rheumatism Association criteria may be used as a guideline for the determination of arthritic Person With Disability. Therapeutic Grade III or worse and Functional Class III or worse and Anatomical State III or worse are evidence of arthritic handicap.

**Section 4:** Semi-Ambulatory Person With Disability.

Persons who suffer amputation of; or anatomical deformity of (i.e. loss of major function due to degenerative, changes associated with vascular or neurological deficits, traumatic loss of muscle mass or tendons and x-ray evidence of bony or fibrous ankylosis at an unfavorable angle, joint subluxation or instability).

- a. Both hands; or
- b. One hand and one foot;
- c. Amputation of lower extremity at or above the tarsal region (one or both legs).

**Section 5:** Semi-Ambulatory Person With Disability.

Cerebrovascular accident (stroke) with one of the following four months post-CVA:



- a. Pseudobulbar palsy; or
- b. Functional motor deficit in any two extremities; or
- c. Ataxia affecting two extremities substantiated by appropriate cerebellar signs or proprioceptive loss.

**Section 6:** Semi-Ambulatory Person With Disability -Pulmonary Ills.

Persons suffering respiratory impairment (dyspnea) as defined by The Journal of the American Medical Association, Guides to the Evaluation of Permanent Impairment, The Respiratory System, 11/22/65.

Classes of Respiratory Impairment

- Class 3      Dyspnea does not occur at rest but does occur during the usual activities of daily living. However, the patient can walk a mile at his own pace without dyspnea although he cannot keep pace with others of the same age and body build. Percent Person With Disability 40-50.
- Class 4      Dyspnea occurs during such activities as climbing one flight of stairs or walking 100 level, or less exertion or even at rest.
- Class 5      Dyspnea present on slightest exertion, such as dressing talking, at rest.

**Section 7:** Semi-Ambulatory Person With Disability -Cardiac Ills.

Persons suffering functional classifications of cardiac disease, Classes III and IV and therapeutic classification, Classes C, D, E as defined by Diseases of the Heart and Blood Vessels – Nomenclature and Criteria for Diagnosis, 6<sup>th</sup> Edition, Boston, Little, Brown and Company by the New York Heart Association.

Functional Classification

- Class III      Patients with cardiac disease resulting in marked limitation of physical activity. They are comfortable at rest. Less than ordinary physical activity causes fatigue, palpitation, dyspnea, or anginal pain. For instance, inability to walk one or more level blocks or climbing flight of ordinary stairs.

Class IV Patients with cardiac disease resulting in inability to carry on any physical activity without discomfort. Symptoms of cardiac insufficiency or of the anginal syndrome may be present even at rest. If any physical activity is undertaken, discomfort is increased.

Therapeutic Classification

Class C Patients with cardiac disease whose ordinary physical activity should be moderately restricted, and whose more strenuous efforts should be discontinued.

Class D Patients with cardiac disease whose ordinary physical activity should be markedly restricted.

Class E Patients with cardiac disease who should be at complete rest, confined to bed or chair.

**Section 8:** Semi-Ambulatory Person With Disability – Dialysis

Persons who in order to live must use a kidney dialysis machine.

**Section 9:** Sight - Person With Disability

This section includes only the legally blind.

- a. Those persons whose vision in the better eye after best correction is 20/200 or less; and
- b. Those persons whose visual field is contracted (commonly known as tunnel vision)
  - i. to 10 degrees or less from a point of fixation, or
  - ii. so the widest diameter subtends to an angle no greater than 20 degrees.

**Section 10:** Hearing - Person With Disability

Deafness or hearing incapacity that may make an individual insecure in public areas because the individual is unable to communicate or hear warning signals, including only those persons whose hearing loss is 90dba or greater in the 500, 1000, 2000 Hz ranges.

**Section 11:** Person With Disability of Incoordination

This section includes those persons suffering faulty coordination or palsy from brain, spinal or peripheral nerve injury and any person with a functional motor deficit in any two limbs or who suffers manifestations which significantly reduce mobility, coordination and perceptiveness not accounted for in previous categories.

**DEVELOPMENTAL - Person With Disability**

Those persons, not psychotic, who are so developmentally disadvantaged "from infancy or before reaching maturity that they are incapable of managing themselves and their affairs independently, with ordinary prudence, or of being taught to do so, and who require supervision, control, and care, for their own welfare, or for the welfare of others, and for the welfare of the community." (Welfare and Institutions Code, State of California, Section 6500) and "any person who is unable, or likely to be unable, to physically or mentally respond to an oral instruction relating to danger and unassisted take appropriate action relating to such danger." (Health and Safety Code, State of California, Section 13131.3). This section includes only those persons with the following disorders who are participating in a State or Federally funded or State recognized program.

**Section 12:** Mental - Person With Disability

Refers to sub-average general intellectual functioning which originates during the developmental period and is associated with impairment in adaptive behavior (a general guideline is an IQ, which is, more than two standard deviations below the norm). This section also applies to adults who by reason of illness or accident suffer mental Person With Disability.

**Section 13:** Cerebral Palsy

A disorder dating from birth or early infancy, non-progressive, although if not treated, there is marked regression in functioning characterized by examples of aberrations of motor functions (paralysis, weakness, uncoordination) and often other manifestations of organic brain damage such as sensory disorders, seizures, mental Person With Disability, learning difficulty and behavioral disorders.

**Section 14: Epilepsy (Convulsive Disorder)**

Clinical disorder involving impairment of consciousness, characterized by major motor seizures (grand mal or psychomotor) substantiated by EEG, occurring more frequently than once a month in spite of prescribed treatment. With:

- a. Diurnal episodes (loss of consciousness and convulsive seizure); or
- b. Nocturnal episodes which show residuals interfering with activity during the day.

**Section 15: Autism**

1. A syndrome described as consisting of withdrawal, very inadequate social relationships, exceptional object relationships, language disturbances, and monotonously repetitive motor behavior; many children with autism will also be seriously impaired in general intellectual functioning:
2. This syndrome usually appears before the age of 6 and is characterized by severe withdrawal and inappropriate response to external stimuli.

**Section 16: Neurological - Person With Disability**

A syndrome characterized by learning, perceptual and/or behavioral disorders of an individual whose IQ is not less than two standard deviations below the norm. These characteristics exist as a result of brain dysfunction (any disorder in learning or using the senses), neurological disorder, or any damage to the central nervous system whether due to genetic, hereditary, accident, or illness factors. This section includes persons with severe gait problems who are restricted in mobility.

**MENTALLY DISORDERED PERSON WITH DISABILITY**

This section carries no age restriction.

**Section 17:** Emotionally Disturbed

To the extent of total Person With Disability and

- a. Living in a board and care home and receiving State or Federal financial assistance and participating in a State or Federally funded work activity center or workshop; or
- b. Living at home under supervision and may or may not receive State or Federal financial assistance and participating in a State or Federally funded State or Federal work activity center or workshop.

**NOTE:** VETERANS ADMINISTRATION EXCEPTION

Any veteran who holds a person with disability rating for aid and attendance, housebound or permanent and total rated at the 100% level is immediately eligible for a fare discount and criteria section number requirement is waived on the Certificate Form.

All other veterans are subject to the above Eligibility Criteria.

Any veteran wishing to apply for certification to the Veterans Administration should include his or her Social Security number and VA file number on the Certificate Form or attachment sheet when mailing to the Veterans Administration.

4. Hearing announcements by train conductors, bus drivers or station agents;
5. Walking more than 200 feet.

The Transit District reserves the right to verify Certificate Forms by contacting persons completing the forms.

Any fees charged for the completion of Certificate Forms are not the responsibility of the Transit District.

Certificate Forms will be confidential records and kept on file with the Transit District.

#### EXCLUSIONS

Persons whose sole incapacity is:

1. Any physical, mental or psychological person with disability or incapacity; of less than three months duration;
2. Pregnancy;
3. Obesity;
4. Acute or chronic alcoholism or drug addiction;
5. Contagious diseases;

Are specifically excluded from discount fare eligibility.

8.a10

CARD ISSUED: P or T <hr/> (date)
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I certify that \_\_\_\_\_ meets the  
 (Please Print – Person’s Name)

Santa Cruz Metropolitan Transit District’s Eligibility Criteria as Person With Disability,  
 Section

\_\_\_\_\_ and is \_\_\_\_\_ eligible for a discount fare.

Length of Person with Disability \_\_\_\_\_  
 (No. of months – Must be at least 3 months to qualify.)

**ATTENDANT CARE WHILE TRAVELLING:**

- Is Necessary and Required on Public Transportation
- Is Not Necessary and Not Required on Public Transportation

Birthdate \_\_\_\_\_

Person’s Address \_\_\_\_\_

I, \_\_\_\_\_ agree to the release of this information to the Santa Cruz Metropolitan Transit District for the purpose of discount fare eligibility certification.

**Please Type or Print:**

\_\_\_\_\_  
 Name of Person Completing this Form

\_\_\_\_\_  
 Name of Certifying Agency

\_\_\_\_\_  
 Job Title (if applicable)

\_\_\_\_\_  
 Address

\_\_\_\_\_  
 Telephone

\_\_\_\_\_  
 City

\_\_\_\_\_  
 Zip

\_\_\_\_\_  
 Physician’s License Number (if applicable)

\_\_\_\_\_  
 Claims Dept. Signature (if applicable)

\_\_\_\_\_  
 Signature of Certifying Person

\_\_\_\_\_  
 Date of Signature

\_\_\_\_\_  
 Date of Signature

8.11

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Regulation Number: AR-[get from Cindi]

Attachment **B**

Computer Title: [get from Cindi]

Effective Date: [date GM signs]

Pages: 11

**TITLE: OLDER ADULT AND PERSONS WITH DISABILITIES FIXED ROUTE DISCOUNT FARE PROGRAM**

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Procedure History

**NEW POLICY**

**SUMMARY OF POLICY**

**APPROVED**

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## **I. POLICY**

- 1.01 It is the policy of the Santa Cruz Metropolitan Transit District (METRO) that older adult persons and persons with disabilities or an individual presenting a Medicare card, will be charged a discounted fare for transportation on METRO's fixed route service.
- 1.02 This policy sets forth the criteria that METRO employees must follow in order to insure that qualified individuals receive the discount that is allowed by this regulation.

## **II. APPLICABILITY**

- 2.01 This policy is applicable to METRO employees and qualified individuals using the fixed route service.

## **III. DEFINITIONS**

- 3.01 "**Discount Fare**" means one-half the regular fare.
- 3.02 "**Older Adult**" means any person who is at least 62 years old.
- 3.03 "**Individual with a Disability**" means an individual whose disability and/or medical condition meets one or more of the categories set forth in Section 4.04, or an individual who has one of the valid documents listed in Section 4.01(b) of this policy.
- 3.04 "**Temporary Disability**" means an individual whose disability and/or medical condition meets one or more of the categories set forth in Section 4.04, and that disability is not permanent.

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#### IV. ELIGIBILITY

4.01 To qualify for a **discount** fare or ticket pursuant to this policy, a qualified individual must present one of the following to the bus operator, transit center ticket agent, or at a METRO Pass Outlet (See Section VIII) when paying a fixed route fare:

a. **For Older adult (at least 62 years of age):**

- i.) METRO Discount Photo Identification Card;
- ii.) METRO ParaCruz Identification Card;
- iii.) Paratransit Identification Card issued by another Transit Agency;
- iv.) Senior Citizen Identification Card;
- v.) Discount Photo Identification Card issued by another Transit Agency;
- vi.) Identification that displays date of birth (i.e. passport, or birth certificate);
- vii.) Current State Driver's License, or current State Identification Card;

b. **For Persons with Disabilities:**

- i.) METRO Discount Photo Identification Card;
- ii.) METRO ParaCruz Identification Card;
- iii.) Paratransit Identification Card issued by another Transit Agency;
- iv.) Discount Photo Identification Card issued by another Transit Agency;
- v.) Medicare Identification Card;
- vi.) Identification Card for a California Disabled Parking Placard;
- vii.) Proof of Veterans Disability-a copy of valid Service Connected Disability Identification Card or a Veterans Administration Certification demonstrating a disability rating for aid and attendance or a service-connected disability with a rating level of 50% or higher.

4.02 To qualify for a METRO **Discount Fare Card**, an applicant must provide METRO Customer Service with one of the valid documents listed in Section 4.01(a) or 4.01(b) of this policy.

4.03 If an individual does not have one of the valid identification cards listed in Section 4.01(a) or 4.01(b) of this policy, he/she may still be eligible for a **METRO Discount Fare Card**. An additional way to qualify for a **METRO Discount Fare Card** is to submit a completed “Professional Verification of Disability Status” (*Attachment A*). Attachment A must identify the appropriate eligibility category from Section 4.04 and must be completed by one of the following licensed professionals for such category:

- a. Licensed physicians with a Doctor of Medicine (M.D.) or Doctor of Osteopathic Medicine (D.O.) degree, licensed physician’s assistants and nurse practitioners may certify in all categories in which they are licensed to diagnose;
- b. Licensed chiropractors, may certify in categories 1,2, 3 and 4;
- c. Licensed podiatrists, may certify disabilities involving the feet under categories 1,2,3 and 4;
- d. Licensed optometrists, may certify in category 9;
- e. Licensed audiologists, may certify in category 10;
- f. Licensed clinical psychologists and licensed educational psychologists, may certify in categories 12, 15, 16 and 17;
- g. Licensed marriage and family counselors (MFCC) and licensed clinical social workers (LCSW) may certify in Category 17.

4.04 To qualify for **METRO Discount Fare Card** based on a disability, the individual must meet one of the following categories as determined by a qualified individual identified in Section 4.03:

1. **Non-ambulatory Disabilities**—Impairments that, regardless of cause, require individuals to use a wheelchair for mobility;
2. **Mobility Aids**—Impairments that cause individuals to walk with significant difficulty, including individuals using a leg brace, cane walker, or crutches to achieve mobility;
3. **Musculo-Skeletal Impairment (Including Arthritis)**—Musculo-skeletal impairment such as muscular dystrophy, osteogenesis imperfecta or any type of arthritis; such as functional Class III or anatomical Stage III;
4. **Amputation** – Persons who suffer amputation of, or anatomical deformity of (i.e. loss of major function due to degenerative changes associated with vascular or neurological deficits, traumatic loss of muscle mass or tendons and x-ray evidence of bony or fibrous ankylosis at an unfavorable angle, joint subluxation or instability): (a) both hands; or (b) one hand and one foot; or (c) amputation of lower extremity at or above the tarsal region (one or both legs);

5. **Cerebrovascular Accident (Stroke)**—With one of the following: (a) pseudobulbar palsy; or (b) functional motor deficit in any of two extremities; or (c) ataxia affecting two extremities substantiated by appropriate cerebellar signs or proprioceptive loss post 4 months.
6. **Pulmonary Ills**—Respiratory Impairments of Class 3 and 4. Class 3: FVC between 51 percent and 59 percent of predicted; or FEV between 41 percent and 59 percent of predicted. Class 4: FVC less than or equal to 50 percent of predicted; or FEV less than or equal to 40 percent of predicted.
7. **Cardiac Ills**—Cardiovascular impairments of functional Class III or IV. Functional Classification: Class III: Individuals with cardiac disease resulting in marked limitation of physical activity. They are comfortable at rest. Less than ordinary physical activity causes fatigue, palpitation, dyspnea or anginal pain. For instance, inability to walk one or more level blocks or climbing a flight of ordinary stairs. Class IV: Individuals with cardiac disease resulting in inability to carry out any physical activity without discomfort. Symptoms of cardiac insufficiency or of the anginal syndrome may be present even at rest. If physical activity is undertaken, discomfort is increased.
8. **Dialysis**—Individuals whose disability requires the use of a kidney dialysis machine.
9. **Sight Disabilities**—Those individuals whose vision in the better eye, after best correction, is 20/200 or less; or those individuals whose visual field is contracted (commonly known as tunnel vision): (a) to 10 degrees or less from a point of fixation; or (b) so the widest diameter subtends an angle no greater than 20 degrees; and (c) individuals who are unable to read information signs or symbols for other than language reasons.
10. **Hearing Disabilities**—Deafness or hearing incapacity that makes an individual unable to communicate or hear warning signals, including only those persons whose hearing loss is 70 dba or greater in the 500, 1000, 2000 Hz. Ranges.
11. **Disabilities of Incoordination**—Individuals suffering faulty coordination or palsy from brain, spinal or peripheral nerve injury and any person with a functional nerve injury and any person with a functional motor deficit in any two limbs or who suffers manifestations which significantly reduce mobility, coordination or perceptiveness not accounted for in previous categories;
12. **Intellectual Disability**—Individuals characterized by significant limitations both in intellectual functioning and in adaptive behavior as expressed in conceptual, social, and practical adaptive skills. This disability generally originates during the developmental period before

the age of 18 or as the result of illness or accident later in life and is associated with impairment in adaptive behavior (a general guideline is an IQ which is more than two standard deviations below the norm).

13. **Cerebral Palsy**—A disorder dating from birth or early infancy or as the result of illness or accident later in life, non-progressive, although if not treated there is marked regression in functioning characterized by examples of aberrations of motor functions (paralysis, weakness, incoordination) and often other manifestations of organic brain damage such as sensory disorders, seizures, mental retardation, learning difficulty and behavioral disorders.
14. **Epilepsy (Convulsive Disorder)**—A clinical disorder involving impairment of consciousness, characterized by seizures (e.g., generalized, complex partial, major motor, grand mal, petit mal or psychomotor), occurring more frequently than once a month in spite of prescribed treatment, with (a) diurnal episodes (loss of consciousness and convulsive seizure); (b) nocturnal episodes which show residual interfering with activity during the day; or (c) a disorder involving absence (petit mal) or mild partial (psychomotor) seizures occurring more frequently than once per week in spite of prescribed treatment with 1) Alteration of awareness or loss of consciousness; and 2) Transient postictal manifestations of conventional or antisocial behavior. Person exhibiting seizure-free control for a continuous period of more than six (6) months duration are not included in the statement of Epilepsy defined in this category.
15. **Infantile Autism**—A syndrome described as consisting of withdrawal, very inadequate social relationships, language disturbance and monotonously repetitive motor behavior. Many children with autism will also be seriously impaired in general intellectual functioning. This syndrome usually appears before the age of six and is characterized by severe withdrawal and inappropriate response to external stimuli.
16. **Neurological Impairment**—A syndrome characterized by learning, perception and/or behavioral disorders of an individual who's IQ is not less than two standard deviations below the norm. These characteristics exist as a result of brain dysfunctions (any disorder in learning using the senses), neurologic disorder or any damage to the central nervous system, whether due to genetic, hereditary, accident or illness factors. This section includes people with severe gait problems who are restricted in mobility.
17. **Mental Disorders**—Individuals whose mental impairment substantially limits one or more of their major life activities. This includes inability to learn, work or care for oneself. A principal diagnosis from the SSM IV classification in one of the following areas is required for eligibility:

Organic Mental Disorders, Schizophrenic Disorders, Paranoid Disorders, Psychotic Disorders not elsewhere classified, Affective Disorders, Somata Form Disorders, Dissociative Disorders, Adjustment Disorders, Psychological Factors Affecting Physical Condition, and Post Traumatic Stress Syndrome. These diagnoses must be at Class 3 to 5 levels:

- Class 3-Moderate Impairment. Levels compatible with some, but not all, useful functions.
- Class 4-Marked Impairment. Levels significantly impede useful functioning.
- Class 5-Extreme Impairment. Levels preclude useful functioning,

(**Note:** If a person's disorder is in remission or primary incapacity is acute or chronic alcoholism or drug addiction, they are specifically excluded from discount fare eligibility.)

18. **Chronic Progressive Debilitating Disorders**—Individuals who experience chronic and progressive debilitating diseases that are characterized by constitutional symptoms such as fatigue, weakness, weight loss, pain and changes in mental status that, taken together, interfere in the activities of daily living and significantly impair mobility. Examples of such disorders include: (a) Progressive, uncontrollable malignancies (i.e., terminal malignancies or malignancies being treated with aggressive radiation or chemotherapy); (b) Advanced connective tissue diseases (i.e., advance stages of disseminated lupus erythematosus, scleroderma or polyarteritis nodosa); (c) Symptomatic HIV infection (i.e., AIDS or ARC) in CDC defined clinical categories B and C.

19. **Multiple Impairments**—This category may include, but not be limited to, persons disabled by the combined effects of more than one impairment, including those related to age. The individual impairments themselves may not be severe enough to qualify as a Transit Dysfunction; however, the combined effects of the disabilities may qualify the individual for the program.

## V. PURCHASING METRO DISCOUNT ID CARDS

- 5.01 An eligible individual may purchase a METRO **Discount Fare Card** at either of the following locations at the times indicated:
- a. Santa Cruz Metro Center (Pacific Station) Information Booth on weekdays. Please contact (831-425-8600) METRO for specific times.
  - b. Watsonville Transit Center at West Lake and Rodriguez Streets every Tuesday generally. Please contact (831-425-8600) METRO for specific times.

- 5.02 An eligible individual must present one of the forms of Identification listed in Section 4.01 or other acceptable proof of age in order to qualify for a METRO Discount Fare Card based on being 62 years of age or older.
- 5.03 a. To purchase a METRO **Discount Fare Card** based on disability without proof of disability set forth in Section 4.01(b), the individual must provide a completed "Professional Verification of Disability Status" (*Attachment A*). Attachment A must be certified by a licensed medical practitioner or other licensed professional verifying that the individual has a disability (see Section IV), which may qualify the individual for a discounted fare.

**\* Verification of Disability Status Forms can be picked up at:**

*Santa Cruz Metro Center (Pacific Station) Information Booth*, or requested by phone at (831) 425-860;

*METRO's Accessible Services Coordinator* at (831) 423-3868 or the California Relay System at 800-735-2929.

The forms are also available on-line at METRO's website:

**[www.scmtfd.com](http://www.scmtfd.com)**

- b. **COST OF DISCOUNT ID CARD:** Those eligible individuals will pay \$2.00 for the Card, \$2.00 for the first replacement of a lost card, and \$5.00 for the replacement of a lost card thereafter.
- 5.04 Children (under the age of 18) of METRO passengers using Metro Discount Photo ID Cards can ride at the discounted rate when accompanying their qualifying parent. Parents must complete a registration form (*Attachment B*), available at the Santa Cruz Metro Center (Pacific Station) and Watsonville Transit Centers to qualify for this extended coverage. The registration form is also available on METRO's website (**[www.scmtfd.com](http://www.scmtfd.com)**).

## **VI. PERSONAL CARE ATTENDANTS**

- 6.01 Persons with Disabilities are eligible to have one personal care attendant travel with him/her without paying a second fare. To qualify, the Verification of Disability Status Form must indicate a need for a Personal Care Attendant, which is certified by a licensed medical practitioner or other licensed professional. Upon acceptance by METRO, the eligible individual will be provided with specific identification that authorizes transportation with one Personal Care Attendant.
- 6.02 An individual who has a METRO Discount Fare Card or Paratransit Card issued by another Transit Agency, or a METRO ParaCruz Eligibility Card, which indicates the need for one Personal Care Attendant, may ride on METRO's fixed route with one Personal Care Attendant without paying a second fare.

## VII. TEMPORARY DISABILITIES

- 7.01 Persons with temporary disabilities, who meet one or more of the Categories listed in Section 4.04 of this Policy, may qualify for a Temporary (non-permanent) METRO **Discount Fare Card** (Peach colored Discount Card).
- 7.02 This Temporary Discount Fare Card will reflect an expiration date, which corresponds with the individual's "Certification of Disability Status" Form. Once expired, the person would be required to receive a new "Certification of Disability Status" Form from a licensed professional in Section 4.03 in order to extend his/her METRO **Discount Fare Card**.

## VIII. METRO PASS OUTLETS

- 8.01 METRO Bus Passes can be purchased starting five working days prior to the beginning of the month at the following locations:

### APTOS

\*Community Bridges/Lifeline, 236 Santa Cruz Avenue

### BOULDER CREEK

Boulder Creek Pharmacy, 13081 Highway 9

### CAPITOLA

SaveMart Supermarket, 1475 – 41<sup>st</sup> Avenue

### FELTON

Felton Pharmacy (inside New Leaf Market), 6240 Highway 9

### LIVE OAK

\*Live Oak Family Resource Center, 1438 Capitola Road

### SANTA CRUZ

\*Metro Center, 920 Pacific Avenue

\*Emily's Bakery, 1129 Mission Street (Mission & Laurel)

\*Walgreen's Pharmacy, 1718 Soquel Avenue

### SCOTTS VALLEY

\*Epic Adventure Games, 222 Mt. Hermon Road, Suite A

### WATSONVILLE

SaveMart Supermarket, 1465 Main Street

Watsonville Transit Center, 475 Rodriguez Street

\*Highway 17 Monthly Pass sold only at these locations. All bus passes, including the Highway 17 Monthly may also be purchased by mail using the order form provided inside the *Headways* bus schedule.

## **IX. ORDER PASSES BY MAIL**

9.01 Individuals who currently hold a valid METRO **Discount Fare Card**, or have previously purchased Discounted Passes and are on file with Santa Cruz METRO, can order bus passes by mail. The form is available in the *METRO Headways*, or at the METRO Information Booth (Pacific Station). Mail the completed form along with a self-addressed, stamped envelope to:

**Santa Cruz Metro  
920 Pacific Avenue, Suite 21  
Santa Cruz, CA 95060**

9.02 Please allow 7 business days from the date the order is received by METRO. If you have any questions regarding orders for discount passes, call (831) 425-3822.

## **X. ADMINISTRATION OF REGULATION**

10.01 The Operations Manager or designee is responsible for the following:

- a. Ensuring that this regulation is disseminated to all existing fixed route drivers, customer service agents and transit center ticket agents.
- b. Ensuring that this regulation is disseminated to all new and future fixed route drivers, customer service agents and transit center ticket agents.
- c. Providing guidance, training and assistance to all employees, customer service agents and transit center ticket agents who are responsible for issuing METRO Discount ID Cards and passes.

10.02 METRO will integrate the METRO Discount Fare Card Program into its Policies and Procedures.



Attachment A

**PROFESSIONAL VERIFICATION OF DISABILITY STATUS**

I, \_\_\_\_\_ agree to the release of the medical information disclosed on this form to the Santa Cruz Metropolitan Transit District for the purpose of METRO Discount Fare eligibility.

**INDIVIDUAL'S SIGNATURE:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*Date of Birth:* \_\_\_\_\_

\*\*\*\*\*

\*This portion of form to be completed by a Licensed Professional as described in Regulation # \_\_, Section 4.03 (i.e.: licensed physician, chiropractor, podiatrist, optometrist, audiologist, clinical psychologist, marriage & family counselor, as appropriate, based on disability category).

**PROFESSIONAL VERIFICATION:**

The above named individual has requested a Discounted Fare from Santa Cruz METRO Transit District. By my signature, I certify that the information below is true and correct. **I have reviewed the eligibility criteria as outlined in Regulation # \_\_\_\_\_ Section IV re: Eligibility and determined that my client is eligible for this program.**

**The individual identified above is eligible for a discounted fare, due to his/her illness, injury, or incapacity, as listed below: (Check all that apply)**

- The above named individual is a person who by reason of illness, injury, age, congenital malfunction, or other permanent or temporary incapacity or disability (including, any individual who is a wheelchair user or has semi-ambulatory capabilities), is unable, without special facilities, planning, or design, to utilize public transportation facilities and services as effectively as a person who is not so affected. (\*See Section 4.04 for Category descriptions). Please list the Category disability that this individual has \_\_\_\_\_.
- The Disability is permanent.
- The disability is not permanent and will expire on \_\_\_\_\_.
- The above named individual requires the use of a **Personal Care Attendant (PCA)**.  
How long do you anticipate the need for a PCA?  
 Permanent; or  Temporary

\_\_\_\_\_  
(Specify expiration date)

**Signature of Licensed Professional:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Print Name of Licensed Professional: \_\_\_\_\_

Professional Title: \_\_\_\_\_ License Number: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: ( ) \_\_\_\_\_

8.610



**Attachment B**

**REQUEST FOR REDUCED CHILDREN'S FARE  
WITH DISABILITY I.D. CARD**

I wish to request certification to allow my children, under the age of 18, (listed below) to travel with me when I use my Disability ID Card and pay the Disability Reduced Fare while traveling on METRO Fixed Route service.

**CHILDREN:**

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

**Disability ID Card Holder:**

Print Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Signature: \_\_\_\_\_ *Date:* \_\_\_\_\_

\*\*\*\*\*

After completing the top portion of this form, please submit the completed form to the Customer Service Agent at Santa Cruz Metro Center (Pacific Station), or Watsonville Transit Center. The Customer Service Agent will then place a sticker on your Discount ID Card, which allows you to pay Discount Fare for your children when they accompany you on METRO Fixed Route bus service.

8.611

## Questions from E & D TAC re Discount Fare Policy

**1. Question: Will current Discount Fare Card holders have to reapply?**

Answer: Currently, certain Discount Fare Cardholders (Senior and Disabled as identified as having a permanent disability; Blue Card) have been designated as “Permanent”; these cardholders will not have to reapply. These cards will never expire. “Temporary” Cardholders (Peach Card) have an expiration date. For these, when the temporary card expires, the individual will have to reapply.

**2. Question: Will Discount Fare Cards designated as “Permanent” have an expiration date?**

Answer: No

**3. Question: From where does the designation of 62 years of age as elderly come?**

Answer: The FTA regulations define “elderly” for purposes of discount passes as “at a minimum include all persons 65 years of age or over.” FTA regulations, however also allow transit agencies to use a definition that extends this fare to younger (e.g. 62 and over, or 60 and over) persons. METRO chose the mid-point age of 62 and over.

**4. Question: Would METRO consider using the standard for service under the Older Americans Act, 60 years of age, to encourage bus ridership habits for the aging population?**

Answer: No, not at this time. METRO believes retaining the definition of elderly to include only those persons 62 years old and above not only exceeds the federal guidelines but also encourages ridership for the aging population.

**5. Question: Will certification forms be available to download from the METRO’s website?**

Answer: Yes. METRO will make the new forms available on the METRO website but the individual will still have to come to either Pacific Station or the Watsonville Transit Center to have their picture taken and their card made.

- 6. Question: Would certification forms also be available at sites other than METRO facilities, such as Metro pass/ticket agents and doctors' offices?**

Answer: Yes. METRO will make the new forms available to the Ticket Agents; however, passengers will still have to come to either Pacific Station or the Watsonville Transit Center to obtain a completed Discount Card.

- 7. Question: Why doesn't METRO have a ticket agent in the Aptos/La Selva area?**

Answer: METRO is always on the lookout for new ticket agents. At the last E&D TAC meeting the Community Bridges representative offered to be a ticket agent. That offer is currently being investigated.

- 8. Question: Can a customer use a credit card to get a bus pass through the mail?**

Answer: Currently, no. A customer can pay by check through the mail. METRO is investigating its ability to sell bus passes on METRO's website by credit card.

- 9. Question: When will METRO provide a swipe card system to accommodate paying bus fare?**

Answer: Congressman Sam Farr is currently carrying an earmark request on behalf of METRO and Monterey-Salinas Transit to fund a regional Smart Card System. Any support for this project would be greatly appreciated.

- 10. Question: What information is taken by Customer Service personnel from seniors and stored by METRO?**

Answer: Name and Date of Birth

- 11. Question: What safeguards are there against identity theft?**

Answer: After the forms are completed and inputted into the computer the forms are shredded.

- 12. Question: Currently METRO allows the children of a passenger paying a Discount Fare to also pay a discounted fare; will that policy continue?**

8.c2

Answer: Yes, this policy will continue for passengers who have a Discount Fare Card based on having a disability and it will be included in the regulation itself. The parent will continue to be required to complete a registration form at either Pacific Station or the Watsonville Transit Center. The eligible parent's Discount Fare Card will have a "C" sticker placed on it to confirm that this parent's children may ride the fixed route service at the discounted rate.

**13. Question: Would METRO consider certifications to be validated by school counselors and/or rehabilitation counselors?**

Answer: No, not at this time. METRO is allowing the following licensed professionals to certify an individual as having a disability: physicians with a Doctor of Medicine or Doctor of Osteopathic Medicine degree, physician's assistants and nurse practitioners, chiropractors, podiatrists, optometrists, audiologists, psychologists and educational psychologists and marriage and family counselors and clinical social workers.

**14. Question: Would METRO revise its policy to allow eligible METRO ParaCruz passengers to ride fixed route buses free of charge by showing their valid METRO ParaCruz ID cards?**

Answer: No. While incentives to encourage use of fixed route are important, METRO cannot financially afford to expand fare discounts at this time. METRO is already allowing the Discount Pass to be utilized during non-peak service hours and by Seniors who are younger than 65 years of age, both of which expand the federal minimum requirements.

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** March 13, 2009

**TO:** Board of Directors

**FROM:** Angela Aitken, Finance Manager 

**SUBJECT: CONSIDERATION OF ADOPTING A RESOLUTION  
AUTHORIZING APPLICATIONS AND THE EXECUTION OF  
AGREEMENTS TO RECEIVE FEDERAL FUNDS FROM THE  
AMERICAN RECOVERY AND REINVESTMENT ACT OF 2009.**

## ACTION REQUESTED AT THE MARCH 13, 2009 BOARD MEETING

### I. RECOMMENDED ACTION

**That the Board of Directors adopt a Resolution authorizing applications and execution of agreements to FTA and Caltrans for federal funds provided in the American Recovery and Reinvestment Act of 2009.**

### II. SUMMARY OF ISSUES

- President Obama signed into law the American Recovery and Reinvestment Act of 2009 (*ARRA*) on February 17, 2009 which appropriated \$787Billion in federal funds for economic stimulus.
- The *ARRA* provides \$6.9 Billion in federal financial assistance to the Federal Transit Administration (FTA) for public transit capital development.
- METRO will receive \$5,014,409 in capital funds through an FTA grant.
- METRO will receive a preliminary amount of \$267,464 through a grant administered by Caltrans.
- In January, 2009, the METRO Board of Directors approved a list of proposed projects in the amount of \$46,415,065 to receive funding from potential economic stimulus legislation leading to passage of the *ARRA*.
- METRO must submit applications and execute agreements with the FTA and Caltrans to receive \$5,281,873 in federal funds for projects listed in Attachment A.
- Adopting the attached resolution (Attachment B) authorizes METRO staff to submit applications and execute agreements with the Federal Transit Administration and Caltrans to receive the federal funds provided in the *ARRA*.

### **III. DISCUSSION**

President Obama signed the *American Recovery and Reinvestment Act of 2009 (ARRA)* on February 17, 2009. The *ARRA* appropriates \$787 Billion in federal funds for job creation, unemployment relief, infrastructure investment, and renewable energy development.

The *ARRA* appropriates \$6.9 Billion to the Federal Transit Administration (FTA) for public transit capital development. The Federal Transit Administration will allocate the urbanized area portion of its funding directly to METRO and to Caltrans for the rural assistance program. All of the *ARRA* funds must be used for transit capital improvement projects, not operating assistance, and 50% of the funds must be obligated by contract within 180 days. The remaining funds must be obligated within one year.

METRO will receive \$5,014,409 in capital funding from the urbanized area formula program through an FTA 5307 grant.

The FTA allocates the rural portion of the *ARRA* funds to the State of California for administration by Caltrans. Caltrans will in turn award \$267,464 (preliminary) to METRO through a grant in the rural assistance program.

At the January 23<sup>rd</sup>, 2009 meeting, the Board of Directors approved a list of proposed projects totaling \$46,415,065 to be funded from an anticipated economic stimulus program. METRO submitted its proposed project list to the Santa Cruz County Regional Transportation Commission (SCCRTC) along with road, bridge and pedestrian projects submitted by the local jurisdictions in order to expedite project programming in advance of the President's signing.

METRO must submit applications and execute agreements with the FTA and Caltrans to receive \$5,014,409 from the urbanized area program and \$267,464 from the rural assistance program for a total of \$5,281,873 to fund the projects listed in Attachment A. Funds must be obligated by a grant agreement within 180 days, September 5, 2009, in accordance with regulations published in the Federal Register on March 5, 2009.

Adopting the attached resolution (Attachment B) will authorize the General Manager to submit applications and to execute grant agreements to receive the federal funds appropriated in the *ARRA*.

### **IV. FINANCIAL CONSIDERATIONS**

METRO will receive \$5,281,873 in federal funds for capital improvements. This resolution and attachments will increase the Capital Budget accordingly.

**V. ATTACHMENTS**

- Attachment A:** Federal Transit Administration Table 2 - ARRA Transit Capital Assistance and Section 5340 Urbanized Area Apportionments
- Santa Cruz - \$3,404,708
  - Watsonville -\$1,609,701
- Attachment B:** Section 5311 Preliminary ARRA FY2009 – Table 8 Apportionments
- Santa Cruz - \$267,464
- Attachment C:** METRO Projects Programmed for American Recovery and Reinvestment Act Funds
- Attachment D:** Resolution authorizing applications to the FTA and Caltrans for *ARRA* funds.



FEDERAL TRANSIT ADMINISTRATION  
TABLE 2

Attachment **A**

AMERICAN RECOVERY AND REINVESTMENT ACT OF 2009 - TRANSIT CAPITAL  
ASSISTANCE AND SECTION 5340 URBANIZED AREA APPORTIONMENTS

(The total available amount for a program is based on funding made available under the  
ARRA for Public Transit, 2009 - P.L. 111-5)

URBANIZED AREA/STATE	APPORTIONMENT
<i>Amounts Apportioned to State Governors for Urbanized Areas 50,000 to 199,999 in Population</i>	
<b>ALABAMA</b>	<b>\$11,112,689</b>
Anniston, AL	1,032,870
Auburn, AL	954,040
Decatur, AL	906,873
Dothan, AL	870,715
Florence, AL	1,093,785
Gadsden, AL	856,964
Montgomery, AL	3,526,918
Tuscaloosa, AL	1,870,524
<b>ALASKA</b>	<b>\$763,234</b>
Fairbanks, AK	763,234
<b>ARIZONA</b>	<b>\$5,295,617</b>
Avondale, AZ	1,333,602
Flagstaff, AZ	989,946
Prescott, AZ	1,031,987
Yuma, AZ--CA	1,940,082
<b>ARKANSAS</b>	<b>\$7,511,234</b>
Fayetteville--Springdale, AR	2,803,208
Fort Smith, AR--OK	1,845,928
Hot Springs, AR	744,481
Jonesboro, AR	778,925
Pine Bluff, AR	967,502
Texarkana, TX--Texarkana, AR	371,190
<b>CALIFORNIA</b>	<b>\$75,286,909</b>
Atascadero--El Paso de Robles (Paso Robles), CA	935,580
Camarillo, CA	1,379,610
Chico, CA	1,813,957
Davis, CA	1,975,933
El Centro, CA	1,221,911
Fairfield, CA	3,134,985
Gilroy--Morgan Hill, CA	1,598,470
Hanford, CA	1,468,346
Hemet, CA	2,505,051
Livermore, CA	1,859,406
Lodi, CA	2,054,603
Lompoc, CA	752,123
Madera, CA	1,182,667
Manteca, CA	1,299,009
Merced, CA	2,485,982
Napa, CA	1,905,158
Petaluma, CA	1,392,821
Porterville, CA	1,301,660
Redding, CA	1,670,987
Salinas, CA	4,721,366
San Luis Obispo, CA	1,323,660
Santa Barbara, CA	4,589,601
Santa Clarita, CA	3,883,135
X Santa Cruz, CA	3,404,708
Santa Maria, CA	2,864,037
Seaside--Monterey--Marina, CA	2,832,360
Simi Valley, CA	3,034,749
Tracy, CA	1,711,239
Turlock, CA	1,754,117

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**FEDERAL TRANSIT ADMINISTRATION**  
**TABLE 2**

**AMERICAN RECOVERY AND REINVESTMENT ACT OF 2009 - TRANSIT CAPITAL  
ASSISTANCE AND SECTION 5340 URBANIZED AREA APPORTIONMENTS**

*(The total available amount for a program is based on funding made available under the  
ARRA for Public Transit, 2009 - P.L. 111-5)*

URBANIZED AREA/STATE	APPORTIONMENT
Vacaville, CA	2,217,074
Vallejo, CA	4,649,082
Visalia, CA	2,668,930
X Watsonville, CA	1,609,701
Yuba City, CA	2,069,900
Yuma, AZ--CA	14,991
<b>COLORADO</b>	<b>\$11,414,720</b>
Boulder, CO	2,702,566
Grand Junction, CO	1,538,694
Greeley, CO	2,010,332
Lafayette--Louisville, CO	1,077,600
Longmont, CO	1,695,215
Pueblo, CO	2,390,313
<b>CONNECTICUT</b>	<b>\$25,903,741</b>
Danbury, CT--NY	9,836,891
Norwich--New London, CT	4,660,961
Waterbury, CT	11,405,889
<b>DELAWARE</b>	<b>\$1,701,428</b>
Dover, DE	1,656,635
Salisbury, MD--DE	44,793
<b>FLORIDA</b>	<b>\$30,627,507</b>
Brooksville, FL	1,519,355
Deltona, FL	2,461,585
Fort Walton Beach, FL	2,501,864
Gainesville, FL	2,931,440
Kissimmee, FL	3,213,961
Lady Lake, FL	710,324
Lakeland, FL	3,327,724
Leesburg--Eustis, FL	1,511,618
North Port--Punta Gorda, FL	1,896,507
Ocala, FL	1,573,748
Panama City, FL	2,013,673
St. Augustine, FL	868,559
Titusville, FL	888,356
Vero Beach--Sebastian, FL	1,932,179
Winter Haven, FL	2,454,182
Zephyrhills, FL	822,432
<b>GEORGIA</b>	<b>\$12,323,977</b>
Albany, GA	1,517,062
Athens-Clarke County, GA	1,642,889
Brunswick, GA	767,300
Dalton, GA	822,560
Gainesville, GA	1,235,602
Hinesville, GA	885,852
Macon, GA	2,278,601
Rome, GA	921,030
Valdosta, GA	933,375
Warner Robins, GA	1,319,706

9.a2

## SECTION 5311 Preliminary ARRA FY 2009 - Table 8 - APPORTIONMENT

DRAFT

PER CAPITA SHARE:			
D CO./REG.	2000 CENSUS	Est FY09 Apport.	
4 MTC	300,435	\$	2,112,283
3 SACOG	145,407	\$	1,022,320
3 TRPA	32,513	\$	228,591
10 ALPINE	1,208	\$	75,000
10 AMADOR	35,100	\$	246,779
3 BUTTE	113,950	\$	801,154
10 CALAVERAS	40,554	\$	285,125
3 COLUSA	18,804	\$	132,206
1 DEL NORTE	27,507	\$	193,395
3 EL DORADO	109,396	\$	769,133
6 FRESNO	244,564	\$	1,719,468
3 GLENN	26,453	\$	185,984
1 HUMBOLDT	126,518	\$	889,516
11 IMPERIAL	88,312	\$	620,899
9 INYO	17,945	\$	126,167
6 KERN	265,520	\$	1,866,804
6 KINGS	59,822	\$	420,593
1 LAKE	58,309	\$	409,956
2 LASSEN	33,828	\$	237,836
7 LOS ANGELES	101,334	\$	712,454
6 MADERA	65,002	\$	457,013
10 MARIPOSA	17,130	\$	120,437
1 MENDOCINO	86,265	\$	606,507
10 MERCED	92,362	\$	649,374
2 MODOC	9,449	\$	75,000
9 MONO	12,853	\$	90,366
5 MONTEREY	90,259	\$	634,588
3 NEVADA	92,033	\$	647,061
12 ORANGE	5,262	\$	-
3 PLACER	71,428	\$	502,195
2 PLUMAS	20,824	\$	146,408
8 RIVERSIDE	168,115	\$	1,181,974
5 SAN BENITO	53,234	\$	374,275
8 SAN BERNARDINO	242,603	\$	1,705,681
11 SAN DIEGO	139,397	\$	980,065
10 SAN JOAQUIN	66,230	\$	465,646
5 SAN LUIS OBISPO	126,512	\$	889,474
5 SANTA BARBARA	39,727	\$	279,311
5 SANTA CRUZ	38,042	\$	267,464
2 SHASTA	57,989	\$	407,706
3 SIERRA	3,555	\$	75,000
2 SISKIYOU	44,301	\$	311,469
10 STANISLAUS	84,396	\$	593,367
2 TEHAMA	56,039	\$	393,996
2 TRINITY	13,022	\$	91,554
6 TULARE	187,716	\$	1,319,784
10 TUOLUMNE	54,501	\$	383,183
7 VENTURA	66,276	\$	465,970
TOTALS	3,852,001	\$	27,170,533
Total		\$	33,963,166
Adm costs		\$	1,698,158
5311F		\$	5,094,475
Regional Program of projects		\$	27,170,533

PRELIMINARY

# Attachment C

## METRO Projects Programmed for American Recovery and Reinvestment Act Funds

Priority	Project Description	Project Cost (est.)	Funds Needed (est.)	Appropriations Programmed 2/24/2009
1	MetroBase Facilities	\$ 68,865,055	\$ 25,615,065	\$ -
2	Purchase 27 Paracruz vehicles	2,025,000	2,025,000	1,750,000
3	Purchase Smartcard System (Farebox)	2,000,000	2,000,000	2,267,000
4	Transit Management Information Technology*	1,775,000	1,775,000	1,264,873
5	Purchase 30 replacement CNG buses	15,000,000	15,000,000	-
			<b>\$ 46,415,065</b>	<b>\$ 5,281,873</b>
* Includes:			<i>FTA 5307</i>	<i>5,014,409</i>
Hastus Dispatch, Scheduling, GEO and Customer Information			<i>FTA 5311</i>	<i>267,464</i>
			<i>ARRA Total</i>	<i>\$ 5,281,873</i>

9.c1

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

Attachment **D**

Resolution No. \_\_\_\_\_

On the Motion of Director: \_\_\_\_\_

Duly Seconded by Director: \_\_\_\_\_

The Following Resolution is Adopted:

**A RESOLUTION  
AUTHORIZING APPLICATIONS  
TO THE FEDERAL TRANSIT ADMINISTRATION AND TO CALTRANS  
FOR  
AMERICAN RECOVERY AND REINVESTMENT FUNDS**

**WHEREAS**, on February 17, 2009, President Obama signed into law the American Recovery and Reinvestment Act of 2009; and

**WHEREAS**, American Recovery and Reinvestment Act of 2009 provides federal funding to create jobs and stimulate economic development, in part through the United States Department of Transportation; and

**WHEREAS**, the Federal Transit Administration appropriates funds from the American Recovery and Reinvestment Act of 2009 by formula directly to public transit operators and to the States through formulae established in 49 USC 5336; and

**WHEREAS**, the Santa Cruz Metropolitan Transit District operates urban and rural public transit in Santa Cruz County and is the only agency in the County designated to receive Federal Transit Administration funds appropriated by 49 USC 5336; and

**WHEREAS**, all applications for financial assistance impose certain obligations upon the applicant, including the provision of local share costs of the project.

**NOW, THEREFORE, BE IT RESOLVED AND ORDERED BY THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT:**

1. That the General Manager is authorized to submit applications to the Federal Transit Administration and to the State of California Department of Transportation on behalf of the Santa Cruz Metropolitan Transit District for capital funding from the American Recovery and Reinvestment Act of 2009.
2. That the General Manager is authorized to submit and file with these applications all assurances and supplemental information as required by the FTA and the California Department of Transportation.

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3. That the General Manager is designated to execute standard grant agreements with the Federal Transit Administration and the California Department of Transportation on behalf of the Santa Cruz Metropolitan Transit District to obtain \$5,014,409 in FTA Section 5307 funds and \$267,464 in FTA Section 5311 funds for a total of \$5,281,873 in capital improvement projects.

**PASSED AND ADOPTED** this 13<sup>th</sup> day of March, 2009 by the following vote:

**AYES:** Directors -

**NOES:** Directors -

**ABSTAIN:** Directors -

**ABSENT:** Directors -

**APPROVED** \_\_\_\_\_

DENE BUSTICHI  
Board Chair

**ATTEST** \_\_\_\_\_

LESLIE R. WHITE  
General Manager

**APPROVED AS TO FORM:**

\_\_\_\_\_  
MARGARET GALLAGHER  
District Counsel

9.d2