



**AGENDA  
BOARD OF DIRECTORS  
REGULAR MEETING  
JUNE 26, 2015 AT 9:00AM  
SANTA CRUZ CITY COUNCIL CHAMBERS  
809 CENTER STREET  
SANTA CRUZ, CA 95060**

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

The Board Meeting Agenda Packet can be found online at [www.SCMTD.com](http://www.SCMTD.com) and is available for inspection at Santa Cruz Metro's Administrative offices at 110 Vernon Street, Santa Cruz, California.

This document has been created with accessibility in mind. With the exception of certain 3rd party and hand-written attachments and minutes from the previous meeting, it passes the Adobe Acrobat XI Accessibility Full Check. If you have any questions about the accessibility of this document, please email your inquiry to [accessibility@scmttd.com](mailto:accessibility@scmttd.com)

**BOARD ROSTER**

Director Ed Bottorff	City of Capitola
Director Dene Bustichi, Chair	City of Scotts Valley
Director Karina Cervantez	City of Watsonville
Director Cynthia Chase	City of Santa Cruz
Director Jimmy Dutra	City of Watsonville
Director Zach Friend	County of Santa Cruz
Director Donald "Norm" Hagen	County of Santa Cruz
Director Don Lane	City of Santa Cruz
Director John Leopold	County of Santa Cruz
Director Bruce McPherson	County of Santa Cruz
Director Mike Rotkin, Vice Chair	County of Santa Cruz
Ex-Officio Director Donna Blitzer	UC Santa Cruz
Alex Clifford	METRO CEO/General Manager
Leslyn K. Syren	METRO District Counsel

**TITLE 6 - INTERPRETATION SERVICES / TÍTULO 6 - SERVICIOS DE TRADUCCIÓN**

Spanish language interpretation and Spanish language copies of the agenda packet are available on an as-needed basis. Please make advance arrangements with the Executive Assistant at 831-426-6080. Interpretación en español y traducciones en español del paquete de la agenda están disponibles sobre una base como-necesaria. Por favor, hacer arreglos por adelantado con Coordinador de Servicios Administrativos al numero 831-426-6080.

**AMERICANS WITH DISABILITIES ACT**

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should contact the Executive Assistant, at 831-426-6080 as soon as possible in advance of the Board of Directors meeting. Hearing impaired individuals should call 711 for assistance in contacting Santa Cruz METRO regarding special requirements to participate in the Board meeting. For information regarding this agenda or interpretation services, please call Santa Cruz METRO at 831-426-6080.

## **SECTION I: OPEN SESSION**

NOTE: THE BOARD CHAIR MAY TAKE ITEMS OUT OF ORDER

### **1 CALL TO ORDER**

### **2 ROLL CALL**

### **3 ANNOUNCEMENTS**

### **4 COMMUNICATIONS TO THE BOARD OF DIRECTORS**

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

- Letter to Board of Directors and Chair Bustichi regarding Santa Cruz Metro Structural Deficit Comments

### **5 WRITTEN COMMUNICATIONS FROM MAC**

- Letter of Support for Return of Fixed Route Bus as Part of METRO's County Fair Exhibit
- Letter to Alex Clifford regarding Frequency of MAC Meetings

### **6 LABOR ORGANIZATION COMMUNICATIONS**

### **7 ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS**

## **CONSENT AGENDA**

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

- 8-01 RECOMMENDED ACTION ON TORT CLAIMS**  
*Liseth Guizar, Safety, Security and Risk Manager*
- 8-02 ACCEPT AND FILE PRELIMINARY APPROVED CHECK JOURNAL DETAIL FOR THE MONTH OF APRIL 2015**  
*Angela Aitken, Finance Manager*
- 8-03 ACCEPT AND FILE MINUTES OF THE SANTA CRUZ METRO BOARD OF DIRECTORS REGULAR MEETING OF JUNE 12, 2015 AND THE SPECIAL MEETING OF JUNE 17, 2015**  
*Alex Clifford, CEO/General Manager*
- 8-04 ACCEPT AND FILE MINUTES FOR THE METRO ADVISORY COMMITTEE (MAC) MEETING OF MAY 20, 2015**  
*Alex Clifford, CEO/General Manager*
- 8-05 ACCEPT AND FILE THE METRO PARACRUZ OPERATIONS STATUS REPORT FOR APRIL 2015**  
*April Warnock, Paratransit Superintendent*
- 8-06 ACCEPT AND FILE SANTA CRUZ METRO SYSTEM RIDERSHIP REPORTS FOR THE MONTH OF APRIL 2015**  
*Carolyn Derwing, Schedule Analyst/Acting Planner*
- 8-07 ACCEPT AND FILE STATUS REPORT OF ACTIVE GRANTS AND SUBMITTED GRANT PROPOSALS FOR JUNE 2015**  
*Tom Hiltner, Acting Planning and Development Manager*
- 8-08 CONSIDERATION OF THE ADOPTION OF CHAPTER 8 TO TITLE I OF THE SANTA CRUZ METRO ADMINISTRATIVE CODE - RISK MANAGEMENT POLICY**  
*Liseth Guizar, Safety, Security and Risk Manager*
- 8-09 REPORT ON RUNTIME RECALIBRATION GRANT FUNDED PROJECT**  
*Erich Friedrich, Sr. Transportation Planner*
- 8-10 CONSIDERATION OF THE ADOPTION OF A RESOLUTION TO RATIFY THE BOARD'S DECISION ON MAY 8, 2015 TO ISSUE A REQUEST FOR PROPOSALS TO SECURE A PROFESSIONAL SERVICES CONTRACT TO DEVELOP A SYSTEMWIDE BUS SERVICE RESTRUCTURING PLAN**  
*Leslyn Syren, General Counsel*

- 8-11 CONSIDERATION OF ADOPTING A RESOLUTION AMENDING SANTA CRUZ METRO'S FARE ORDINANCE NO. 84-2-1, TO INCLUDE APPROVED BOARD ACTIONS FROM THE APRIL 10, 2015 & MAY 22, 2015 PUBLIC HEARINGS** [Leslyn Syren, General Counsel](#)
- 8-12 CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A CONTRACT EXTENSION WITH ALLIANT INSURANCE SERVICES, INC. FOR EXCESS WORKERS' COMPENSATION INSURANCE, INCREASING THE CONTRACT TOTAL BY \$194,770**  
[Robyn Slater, Human Resources Manager](#)
- 8-13 CONSIDERATION OF AWARD OF CONTRACT TO KHAVARIAN ENTERPRISES, INC. d/b/a VISION COMMUNICATIONS CO. FOR RADIO SYSTEM MAINTENANCE AND REPAIR NOT TO EXCEED \$177,000**  
[Al Pierce, Maintenance Manager](#)
- 8-14 CONSIDERATION OF DECLARING THREE (3) NEW FLYER BUSES, ONE (1) ORION BUS, TWO (2) HVAC UNITS, ONE (1) COPIER, AND PARACRUZ T1 LINE EQUIPMENT AS EXCESS FOR PURPOSES OF DISPOSAL OR AUCTION**  
[Angela Aitken, Finance Manager](#)
- 8-15 CONSIDERATION OF ANALYSIS OF THE SYSTEM SAFETY PROGRAM PLAN (SSPP) ASSESSMENT FOR SANTA CRUZ METRO FIXED ROUTE**  
[Ciro Aguirre, COO](#)
- 8-16 CONSIDERATION OF PROVIDING LIMITED SERVICE TO THE 2015 SANTA CRUZ COUNTY FAIRGROUNDS IN EXCHANGE FOR FAIR VENDOR SPACE**  
[Ciro Aguirre, COO](#)



## REGULAR AGENDA

- 9      **PRESENTATION OF EMPLOYEE LONGEVITY AWARD FOR CURTIS VAN DYKE**  
*Alex Clifford, CEO/General Manager*
- 10     **CONSIDERATION OF RESOLUTIONS OF APPRECIATION FOR ROLAND T. OWENS AND CURTIS VAN DYKE**  
*Alex Clifford, CEO/General Manager*
- 11     **COMMENDATION OF APPRECIATION FOR STEVEN MARCUS**  
*Alex Clifford, CEO/General Manager*
- 12     **YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF APRIL 30, 2015**  
*Angela Aitken, Finance Manager*
- 13     **PUBLIC HEARING TO COMMENCE AT THE SANTA CRUZ CITY COUNCIL CHAMBERS AT 9:00AM, OR AS SOON AS THEREAFTER THE MATTER CAN BE HEARD, FOR FINAL ADOPTION OF THE FINAL FY16 AND FY17 OPERATING BUDGETS, AND FY16 CAPITAL BUDGET**  
*Angela Aitken, Finance Manager*
- 14     **CONSIDERATION OF METROBASE STATUS REPORT**  
*Andrew Kreck, Project Manager, Hill International*
- 15     **QUARTERLY ORAL REPORT REGARDING THE STATUS OF CONSTRUCTION ON THE JUDY K. SOUZA OPERATIONS FACILITY COMPONENT OF THE METROBASE PROJECT**  
*Andrew Kreck, Project Manager, Hill International*
- 16     **RECEIVE A PRESENTATION ON THE STATUS OF PACIFIC STATION REDESIGN**  
*Tom Hiltner, Acting Planning and Development Manager*
- 17     **CONSIDER A RESOLUTION AUTHORIZING THE TRANSFER OF METRO'S LOW CARBON TRANSIT OPERATIONS PROGRAM FUNDS TO MONTEREY-SALINAS TRANSIT**  
*Tom Hiltner, Acting Planning and Development Manager*
- 18     **CEO ORAL REPORT**  
*Alex Clifford, CEO/General Manager*
- 19     **REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION**  
*Leslyn Syren, General Counsel*
- 20     **ANNOUNCEMENT OF NEXT MEETING: FRIDAY, AUGUST 14, 2015 AT 8:30AM, METRO ADMIN OFFICES, 110 VERNON STREET, SANTA CRUZ**  
*Chair Dene Bustichi*
- 21     **RECESS TO CLOSED SESSION**

## **SECTION II: CLOSED SESSION**

1. **Conference with Real Property Negotiators (Government Code section 54956.8)**  
**Property: 333 Front Street, Santa Cruz, CA**  
**Negotiators: Alex Clifford, CEO/GM**  
**Leslyn Syren, District Counsel**
  
2. **Conference with Labor Negotiator (Government Code section 54957.6)**  
**Agency Negotiator: Alex Clifford, CEO/GM**  
**Employee Organization: UTU/SMART, Local 23**  
**SEIU, Local 521**  
**Unrepresented Management Employees**

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

- 22 **REPORT OF CLOSED SESSION ITEMS**  
**Leslyn Syren, General Counsel**
  
- 23 **ADJOURNMENT**  
**Chair Dene Bustichi**

Pursuant to Section 54954.2(a)(1) of the Government Code of the State of California, this agenda was posted at least 72 hours in advance of the scheduled meeting at a public place freely accessible to the public 24 hours a day. The agenda packet and materials related to an item on this Agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the Santa Cruz METRO Administrative Office (110 Vernon Street, Santa Cruz) during normal business hours. Such documents are also available on the Santa Cruz METRO website at [www.scmttd.com](http://www.scmttd.com) subject to staff's ability to post the document before the meeting.



June 18, 2015

Dean Bustichi, Chair Board of Directors  
Santa Cruz Metropolitan Transit District 110 Vernon St.  
Santa Cruz, CA 95060

### **RE: Santa Cruz Metro Structural Deficit Comments**

Dear Board of Directors and Chair Bustichi:

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

In a letter dated February 25, 2015 the E&D TAC expressed serious concerns regarding the proposed changes to Santa Cruz Metro's ParaCruz services as the first segment of the structural deficit reduction plan. At its meeting on June 9, 2015 the committee reviewed the fare and service changes approved by the Metro board at the April 10 and May 22 meetings.

The E&D TAC remains concerned about the significant impacts of these changes on the most vulnerable transit users, many of whom have no other way to buy groceries or get to medical appointments. Prior to implementing these service and fare changes in September, the committee is requesting that Santa Cruz Metro create policies to address the following items:

#### **Education and Outreach**

The E&D TAC is requesting that Metro create a comprehensive education and outreach plan designed to clearly inform all impacted transit riders of the final changes in service alignment, service coverage, increase to base fares, as well as the newly created premium fares. Paratransit users should be informed of the date on which these changes take effect and provided with a contact for questions or concerns which may arise.

Avenues for outreach to impacted persons could include:

- in-person meetings;
- on-hold phone messages at ParaCruz;
- reminders and information provided by dispatchers at the time of booking rides;
- mailings;
- literature and notices placed in Paratransit vehicles;
- Announcements on Metro's web site;
- public service announcements on local media;
- notices sent to long-term care facilities, senior facilities and any agencies which refer clients to Metro's services.

#### **Emergency Assistance Fund**

The E&D TAC is requesting that Metro develop a policy to cover emergency financial assistance for any ParaCruz rider who may be suddenly unable to cover the cost of a premium fare which is required in order to complete a trip. Especially when circumstances may be beyond the person's control, the E&D TAC does not want anyone to be stranded somewhere due to inability to pay the premium fare.

# Communications to the Board of Directors

Concern was also expressed that passengers' financial hardships in situations requiring "will call" or redispaching of vehicles could place drivers in uncomfortable roles if there is no clear policy in place as guidance.

Assistance could include:

- An emergency scholarship fund
- Establishing a grace period
- Allowing medical wavers in addition to dialysis
- Allowing other wavers determined at the time of sign-up for ParaCruz service.

The E&D TAC also requests that Metro provide a report and explanation of these policies and procedures when they are created and circulated to those who are governed by them.

In view of the concerns expressed in its letter to the board on February 25 and recent votes taken by the board, the E&D TAC is once again asking the board to not cut transit services for persons with disabilities until holistic review is performed and a comprehensive plan developed that identifies and considers changes throughout the entire transit system. This should also include any other services which enable persons with disabilities to make full use of the Metro system, such as those provided by the Accessible Services Coordinator.

Thank you very much for your prompt attention to these matters. The E&D TAC looks forward to receiving a report from you and to continuing to work with you to ensure that public transit remains accessible to all members of our community.

Sincerely,



Veronica Elsea, Chair  
Elderly and Disabled Transportation Advisory Committee

cc Alex Clifford, CEO and General Manager

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# Written Communications from MAC

to: SCMTD Board of Directors, Dene Bustichi, Chair

From: Metro Advisory Committee (MAC)

Date: June 17, 2015

re: Letter of support for return of fixed route bus as part of Metro's county fair exhibit

In 2014 We were disappointed to learn that demonstration of a fixed route vehicle would not be permitted due to space constraints. As stated in our letter to you in 2014, having the bus present was very important in showing the community what Metro offered and allowing everyone to experience getting on a bus. We urge you to once again communicate with Management Team Administration, Ms. Lynne Grossi and the 2014-2015 Santa Cruz County Fair Board, Jody Belgard Akimoto President, to insure that Metro can resume its practice of introducing the community to the Metro busses which most of them will hopefully be riding every day. A major point of a county fair is to provide a variety of activities for all members of the community which are educational, interesting and fun. We strongly believe that learning about county-wide public transit service through hands-on demonstrations as well as speaking to employees and riders at the exhibit fits all of these criteria. It was proven to be particularly valuable to engage the youth of our county through games and demonstrations which took place on the bus, training them to be bus riders of the future. As it appeared to many who attended the fair that there likely was enough space to accommodate a fixed route bus, we urge you to take steps now to begin helping those who make decisions about our county fair to see how important transit service is to our county and that Metro's participation at the fair should be restored to previous levels.

Thank you very much for taking the time and effort to consider this worthwhile and vital recommendation. We urge you to accept our sincere advice, reflecting the needs and wants of the community we represent by strongly advocating for the enhanced level of participation at one of Santa Cruz County's favorite events, our county fair!

Please let us know if there is any additional way in which we can support you in this important endeavor.

Thank you for your prompt attention to this matter.

Veronica Elsea, Chair  
Metro Advisory Committee  
Sincerely,

Metro Advisory Committee,

Veronica Elsea, Chair

# Written Communications from MAC

to: Alex Clifford, CEO

From: Metro Advisory Committee (MAC)

Date: June 17, 2015

re: Frequency of MAC meetings

At its regularly scheduled meeting, the advisory committee was asked to consider meeting bimonthly in order to save staff hours as part of the structural deficit reduction plan. After careful deliberation, the committee wishes to acknowledge the need to consider staff work loads, both in terms of tasks and time involved. Also under consideration were the size of our regular agendas, frequency of Metro board meetings and access by the public. The committee is requesting that it continue to meet monthly for the following reasons:

- Recent staffing changes at meetings have not been in effect long enough to demonstrate their actual savings of cost and time.
- With the return of a consistent admin staff, much effort has been spent working out the organization of agendas and related documents. With these tasks now completed, less time should be required in the future to set up meetings.
- Metro has made a number of crucial changes to the system in which timely advice to the board was deemed important.
- Receiving more frequent updates on important topics and system changes allows the committee to better inform and assist members of the public.
- On the current monthly meeting schedule, the agendas are very full. Many items may not be properly addressed on a less frequent meeting schedule.
- Attendance by both committee members as well as members of the public is greatly improved when a consistent, frequent meeting schedule is maintained.
- In the past, bimonthly meetings were not very successful and the committee has returned to a monthly meeting schedule.

As the MAC is charged with representing all Metro riders to the Board of Directors, its members urge you to consider the importance of this function as a crucial factor in maintaining its monthly meeting schedule. Every effort will be made to be considerate of staff time and resources in organizing meetings and related events.

Thank you for considering this request to maintain a monthly meeting schedule in order to best serve the public and the Metro Board of Directors. Please feel free to join us at a future meeting if you have any further questions or concerns.

Veronica Elsea, Chair  
Metro Advisory Committee



**DATE:** June 26, 2015  
**TO:** Board of Directors  
**FROM:** Liseth Guizar, Safety, Security and Risk Manager  
**SUBJECT: RECOMMENDED ACTION ON TORT CLAIMS**

**I. RECOMMENDED ACTION**

**That the Board of Directors Reject the Attached Claim for the Month of May, 2015**

**II. SUMMARY**

This staff report provides the Board of Directors with recommendations on claims submitted to the Santa Cruz Metropolitan Transit District (METRO).

**III. DISCUSSION/BACKGROUND**

METRO's Risk Department received one claim for the month of May for money or damages. As a public entity, METRO must act "within 45 days after the claim has been presented" (Govt C §912.4(a)). Staff has attached a recommendation with the claim.

**IV. FINANCIAL CONSIDERATIONS/IMPACT**

None

**V. ALTERNATIVES CONSIDERED**

Within the 45-day period, the Board of Directors may take the following actions:

- Reject the claim entirely;
- Allow it in full;
- Allow it in part and reject the balance;
- Compromise it, if the liability or amount due is disputed (Govt C §912.4(a)); or
- Do nothing, and allow the claim to be denied by operation of law (Govt C §912.4 (c)).

**VI. ATTACHMENTS**

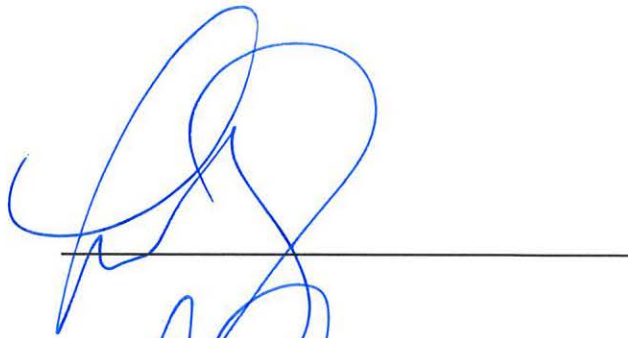
**Attachment A:** Claim of Jeronimo, Juan; #15-0007

**Attachment B:** Recommended Action

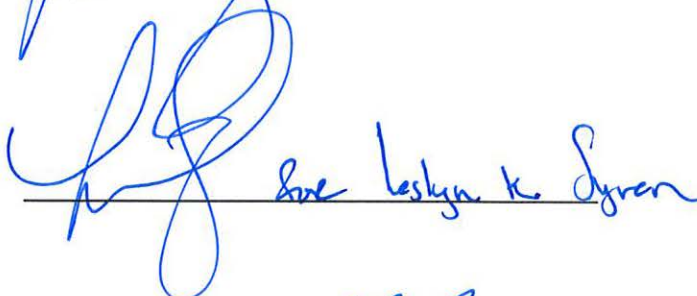
Prepared by: Liseth Guizar, Safety, Security and Risk Manager

**VII. APPROVALS:**

Liseth Guizar  
Safety, Security and Risk Manager



Approved as to form:  
Leslyn K. Syren, District Counsel



Alex Clifford, CEO/General Manager

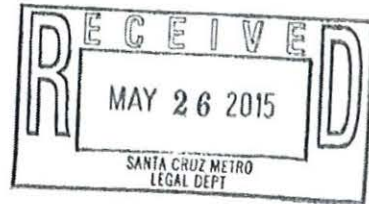




# Attachment A



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



## CLAIM FOR DAMAGES

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

Claim # 15-6007  
(To be completed by METRO staff)

Please Print or Type:

The name and post office address of the claimant:

Claimant's Legal First Name: JUAN

Claimant's Legal Last Name: Jerónimo

Address to which notices are to be sent: [REDACTED]

Telephone (Home): [REDACTED]

Telephone (Business/Cell): [REDACTED]

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

Are you presently, or have you ever been, enrolled in Medicare Part A or B? Yes  or No

**IF YES**, please provide the following information:

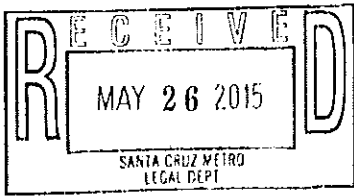
Medicare Claim Number: \_\_\_\_\_

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

Social Security Number: \_\_\_\_\_

Gender: M  or F

# Attachment A



Claimant Name: Juan Jeronimo

## CLAIM FOR DAMAGES

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

Date of Incident/Accident: 4-22-15

Time of Incident/Accident: around 4:30 p.m  AM  PM

Location of Incident/Accident

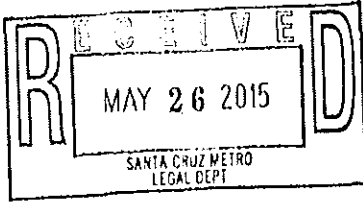
Street/City:

Terry Loop / Watsonville CA

A general description of the indebtedness, obligation, injury, damage or loss incurred so far as it may be known at the at the time of presentation of the claim. Please state the known facts surrounding the loss and use additional paper if needed.

My car was parked on the street Terry Loop. The supervisor came to my front door and knocked and asked for the owner of the Toyota Camry. The road supervisor then said that the Metro Paracruz had just hit my car. She said the bus was backing up and the bus driver did not see the car and hit it. We then walked to see the car and the road supervisor process a report and took pictures of the damage the bus made to my car.

# Attachment A



Claimant Name: Juan Jeronimo

## CLAIM FOR DAMAGES

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

The SUPERVISOR gave me a number.  
Road SUPERVISOR S-42.

If the claim totals less than \$10,000, the amount

claimed as of the date of the presentation of the claim: \$ 2,434.07

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

Claimant:

Juan Jeronimo  
Signature/Print Name

Date: 5/25/15

Attorney or Representative:

\_\_\_\_\_  
Signature/Print Name

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

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# Attachment B

## GOVERNMENT TORT CLAIM

### RECOMMENDED ACTION

TO: Board of Directors

FROM: Liseth Guizar, Safety, Security and Risk Manager

RE: Claim of: Jeronimo, Juan Received: 5/26/15 Claim #: 15-0007  
Date of Incident: 4/22/2015 Occurrence Report No.: PC 04-15-04

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 \_\_\_\_\_

Date: 6/18/15

  
Liseth Guizar  
Safety, Security and Risk Manager

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I, Gina Pye, 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 June 26, 2015.

By \_\_\_\_\_

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

Executive Assistant to CEO

Attachment(s)

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**DATE:** June 26, 2015  
**TO:** Board of Directors  
**FROM:** Angela Aitken, Finance Manager  
**SUBJECT: ACCEPT AND FILE PRELIMINARY APPROVED CHECK JOURNAL  
DETAIL FOR THE MONTH OF APRIL 2015**

**I. RECOMMENDED ACTION**

**That the Board of Directors accept and file the preliminary approved Check Journal Detail for the month of April 2015.**

**II. SUMMARY**

- This staff report provides the Board with a preliminary approved Check Journal Detail for the month of April 2015.
- The Finance Department is submitting the check journal for Board acceptance and filing.

**III. DISCUSSION/BACKGROUND**

This preliminary approved Check Journal Detail provides the Board with a listing of the vendors and amounts paid out on a monthly cash flow basis (Operating and Capital expenses).

All invoices submitted for the month of April 2015 have been processed, checks issued and signed by the Finance Manager.

**IV. FINANCIAL CONSIDERATIONS/IMPACT**

None. The check journal is a presentation of invoices paid in April 2015 for purposes of Board review, agency disclosure, accountability and transparency.

**V. ALTERNATIVES CONSIDERED**

N/A

**VI. ATTACHMENTS**

**Attachment A:** Check Journal Detail for the Month of April 2015

Prepared By: Lorraine Bayer, Accountant II

**VII. APPROVALS:**

Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager





# Attachment A

DATE 06/17/15 11:57

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

PAGE 1

DATE: 04/01/15 THRU 04/30/15

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
47254	04/20/15	E040	-50.00	CALDERON, SALVADOR		55168	DMV REIMBURSEMENT	-50.00	**VOID
49846	04/20/15	E454	-10.00	GARCIA, JULIO		60058	DMV REIMBURSEMENT	-10.00	**VOID
52281	04/06/15	002941	50.03	AA SAFE & SECURITY CO		64654	KEYS	50.03	
52282	04/06/15	003151	579.20	ABC BUS INC		64605	INVENTORY ORDER	579.20	
52283	04/06/15	192	1,150.37	ALWAYS UNDER PRESSURE		64594	PRESSURE WASH	1,150.37	
52284	04/06/15	003019	15.73	AMERICAN REPROGRAPHICS CO LLC	0	64671	OPS BLDG BID DRAWING	15.73	
52285	04/06/15	294	101.17	ANDY'S AUTO SUPPLY		64657	TRANS FILTER	55.36	
						64659	INVENTORY PARTS	45.81	
52286	04/06/15	002689	27.01	B & B SMALL ENGINE CORP		64593	GEAR BOX GREASE	27.01	
52287	04/06/15	003129	363.46	B PLUS U LLP		64635	12/1-1/30EXPENSE WTC	363.46	
52288	04/06/15	002363	31.51	BATTERIES PLUS #314		64652	BATTERIES	34.76	
						64653	CREDIT	-3.25	
52289	04/06/15	001112	32.64	BRINKS AWARDS & SIGNS	7	64626	NAME PLATES	32.64	
52290	04/06/15	914	480.41	CALTRONICS BUSINESS SYSTEMS		64586	OFFICE SUPPLIES	480.41	
52291	04/06/15	001159	140.25	CATTO'S GRAPHICS, INC.		64630	DECALS	140.25	
52292	04/06/15	002627	591.19	CDW GOVERNMENT, INC.		64596	OFFICE SUPPLIES	591.19	
52293	04/06/15	909	4,591.12	CLASSIC GRAPHICS		64610	RPR BUS #9825	4,591.12	
52294	04/06/15	001124	28,270.63	CLEAN ENERGY		64602	LNG 3/6/15	9,183.61	
						64603	LNG 3/4/15	8,758.86	
						64604	LNG 3/2/15	10,328.16	
52295	04/06/15	E957	1,930.74	CLIFFORD, ALEX		64589	MEETING REIMBURSEMENT	476.20	
52296	04/06/15	003034	2,890.00	COASTAL LANDSCAPING INC. DBA		64590	TRAVEL REIMBURSEMENT	1,454.54	
52297	04/06/15	002814	161.83	CREATIVE BUS SALES, INC.		64559	FEB 15 LANDSCAPE SVC	2,890.00	
52298	04/06/15	003116	2,378.02	CUMMINS PACIFIC LLP		64578	INVENTORY PARTS ADA	161.83	
						64580	RPR BUS #2201	57.75	
						64581	CREDIT	-268.61	
52299	04/06/15	432	6,649.54	EXPRESS SERVICES INC.		64670	TOOLING	207.25	
						64679	INVENTORY ORDER	2,381.63	
						64582	TEMP W/E 3/15/15	1,380.00	
						64583	TEMP W/E 3/8/15	1,380.00	
						64673	TEMP W/E 3/15/15	900.00	
						64674	TEMP W/E 3/8/15	180.00	
						64675	TEMP W/E 3/15/15	1,183.24	
						64676	TEMP W/E 3/8/15	1,626.30	
52300	04/06/15	002952	13,179.43	FLYERS ENERGY LLC		64625	3/1-3/15 FUEL PC	9,753.76	
						64658	3/1-3/15 NONREV FUEL	3,425.67	
52301	04/06/15	001302	233.64	GARDA CL WEST, INC.	7	64575	APR 15 SERVICES	233.64	
52302	04/06/15	002954	6,869.63	GCR TIRES & SERVICE		64636	TIRES	971.67	
						64638	TIRES	188.11	
						64639	TIRES	259.87	
						64640	TIRES	318.75	
						64662	TIRES	1,126.19	
						64663	TIRES	1,199.12	
						64664	TIRES	520.61	
						64665	TIRES	32.94	
						64666	TIRES	2,252.37	

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52303	04/06/15	487.39	GENFARE A DIV OF SPX CORP		64579	INVENTORY ITEMS	487.39	
52304	04/06/15	4.86	GILLIG LLC		64599	INVENTORY ORDER	4.86	
52305	04/06/15	9,280.17	GRAINGER		64617	INVENTORY ORDER	590.73	
					64668	TOOLING	1,835.25	
					64669	FRIDGE RECOV MACHINE	6,854.19	
52306	04/06/15	24.00	HEALTH PROJECTS CENTER		64555	REFUND 6@ \$4.00/EA	24.00	
52307	04/06/15	172,499.38	HILL INTERNATIONAL INC		64620	JAN 15 MB PROJ SVC	172,499.38	
52308	04/06/15	109.63	HILTNER, THOMAS		64591	TRAVEL REIMBURSEMENT	109.63	
52309	04/06/15	185.41	HOSE SHOP, THE INC		64592	RPR STEAM CLEANER	118.42	
					64608	O RINGS	32.19	
52310	04/06/15	3,168.73	KELLY SERVICES, INC.		64609	INVENTORY ITEMS	34.80	
					64627	TEMP W/E 3/8/15	1,811.75	
52311	04/06/15	75.69	KIMBALL MIDWEST		64677	TEMP W/E 3/15/15	1,356.98	
52312	04/06/15	4,276.80	LABOR READY, INC.		64634	GREASE FITTING NFBUS	75.69	
					64557	CUST TEMP W/E 3/6/15	2,138.40	
					64558	CUST TEMP W/E 3/13	2,138.40	
52313	04/06/15	450.00	LANDAVERY, CARLOS G.		64672	BOARD MEET INTERPRET	450.00	
52314	04/06/15	564.72	LAW OFFICES OF MARIE F. SANG	7	64622	CL 200110338 2103414	180.72	
					64623	CL 5105939 7164812	112.00	
					64624	CL 11000452 11001281	272.00	
					64667	3/28-4/27 LEASE ADMIN	157.10	
52315	04/06/15	157.10	MAILFINANCE INC		64556	PC 09-14-05	3,377.09	
52316	04/06/15	3,377.09	MEAKIN, SHIRLEY		64631	CLEANING SUPPLIES	381.32	
52317	04/06/15	2,599.10	MID VALLEY SUPPLY INC.		64651	CLEANING SUPPLIES	2,217.78	
					64597	BUS WASHER CYL BRUSH	3,874.76	
52318	04/06/15	3,874.76	N/S CORPORATION		64600	INVENTORY ORDER	1,012.41	
52319	04/06/15	2,362.07	NEW FLYER IND. CANADA ULC DBA		64606	SRI782 GLASS & GUARD CREDIT	1,374.59	
					64646		-24.93	
52320	04/06/15	75.00	NIETO, MANUEL		64574	DMV EXAM	75.00	
52321	04/06/15	4,293.25	NORTH BAY FORD LINC-MERCURY		64641	RPR VEH #1105 PC	160.82	
					64642	RPR VEH #1101 PC	160.82	
					64643	RPR VEH #1113 PC	3,128.39	
					64660	INVENTORY ORDERS	114.19	
					64661	RPR VEH #304	145.47	
					64678	RPR VEH #1117 PC/OIL	583.56	
52322	04/06/15	1,218.26	PALACE ART & OFFICE SUPPLY		64584	OFFICE SUPPLIES	37.67	
					64629	OFFICE SUPPLIES	42.16	
					64647	OFFICE SUPPLIES	772.79	
					64655	OFFICE SUPPLIES	365.64	
52323	04/06/15	644.00	PIED PIPER EXTERMINATORS, INC.		64561	MAR 15 PEST BETTYS	53.00	
					64562	MAR 15 PEST METRO	48.50	
					64563	MAR 15 PEST VERNON	183.00	
					64564	MAR 15 PEST OPS	241.00	
					64564	MAR 15 PEST CAFELENA	48.50	
					64565	MAR 15 PEST WTC REST	70.00	
52324	04/06/15	160.95	PRINT SHOP SANTA CRUZ	7	64585	PROPERTY RECEIPT	64.16	

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52325	04/06/15	1,448.77 001153		REPUBLIC ELEVATOR COMPANY INC		64587	BUSINESS CARDS	96.79	
52326	04/06/15	213.10 018		SALINAS VALLEY FORD SALES INC		64588	RPR GOLF CLUB	1,448.77	
52327	04/06/15	291.89 135		SANTA CRUZ AUTO PARTS, INC.		64616	INVENTORY ORDER	213.10	
						64613	CREDIT	-91.11	
						64614	INVENTORY ITEMS	383.00	
52328	04/06/15	155.00 345		SANTA CRUZ COUNTY OFFICE OF		64621	FINGERPRINTING	155.00	
52329	04/06/15	12.83 848		SANTA CRUZ ELECTRONICS, INC.		64595	HANDSET CORD	12.83	
52330	04/06/15	8,853.72 079		SANTA CRUZ MUNICIPAL UTILITIES		64566	2/7-3/5 BUS STOP REF	861.71	
						64567	2/7-3/5 REF GOLFCLUB	1,233.81	
						64568	2/7-3/5 REF PACIFIC	3,211.76	
						64569	2/7-3/5 REF DUBOIS	504.45	
						64570	2/7-3/5 IRRIG GOLF	66.31	
						64571	2/7-3/5 WATER PACISL	97.47	
						64572	2/7-3/5 REF 1200BRIV	2,593.67	
						64576	2/7-3/5 WATER VERNON	218.23	
						64577	2/7-3/5 WATER VER IR	66.31	
						64598	TRAVEL REIMBURSEMENT	246.22	
52331	04/06/15	246.22 E967		SILVA, SUZANNE		64632	BILINGUAL TESTING	112.50	
52332	04/06/15	112.50 989		STUCKER, NANCY K.	7	64615	AUTO PAINT	469.57	
52333	04/06/15	469.57 170		TOWNSEND'S AUTO PARTS		64611	FORKLIFT SERVICE	117.00	
52334	04/06/15	117.00 003010		TOYOTA MATERIAL HANDLING	7	64612	LAUNDRY SERVICE	69.01	
52335	04/06/15	805.23 003152		UNIFIRST CORPORATION		64628	LAUNDRY SERVICE	10.23	
						64644	LAUNDRY SERVICE	222.36	
						64645	LAUNDRY SERVICE	69.01	
						64648	LAUNDRY SERVICE	10.23	
						64649	LAUNDRY SERVICE	40.42	
						64650	LAUNDRY SERVICE	6.48	
52336	04/06/15	2,055.45 221		VEHICLE MAINTENANCE PROG INC		64601	OIL FILTERS	377.49	
52337	04/06/15	150.00 001165		VU, THANH DR. MD	7	64618	DMV EXAM	2,055.45	
						64619	DMV EXAM	75.00	
52338	04/06/15	319.00 915		WORKIN.COM, INC.		64633	JOB PLACEMENT ADV	319.00	
52339M04/07/15		218.00 001272		CITY OF SANTA CRUZ - PLANNING		64738	B12-0255 REVISION	218.00	MANUAL
				B12-0255 REVISION					
				DARREN DAVISON					
52340M04/09/15		450.00 003205		STAND UP 4 TRANSIT		64739	STAND UP 4 TRANSIT	450.00	MANUAL
				ALWAYS TOWING & RECOVERY, INC					
52341	04/13/15	1,662.50 001128		AMERICAN REPROGRAPHICS CO LLC		64702	TOWING BUS #1204	525.00	
						64703	TOWING BUS #1201	525.00	
						64722	TOWING BUS #1003	612.50	
52342	04/13/15	775.80 003019		AMERICAN REPROGRAPHICS CO LLC		64783	MB DRAWINGS	46.72	
						64784	MB DRAWINGS	15.73	
						64785	MB DRAWINGS	59.46	
						64786	MB DRAWINGS	131.52	
						64787	MB DRAWINGS	45.46	
						64788	MB DRAWINGS	132.07	
						64789	MB DRAWINGS	45.46	

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52343	04/13/15	294	197.96	ANDY'S AUTO SUPPLY	0	64790	MB DRAWINGS	299.38	
52344	04/13/15					64725	INVENTORY ITEM	108.34	
52345	04/13/15					64726	RPR VEH #709	63.18	
52346	04/13/15					64752	FUEL TRANS FILTER	26.44	
52347	04/13/15					64797	2/24-3/23 BUS WIFI	955.51	
52348	04/13/15					64792	APR 15 TPA FEE	8,750.00	
52349	04/13/15					64772	OFFICE SUPPLIES	40.23	
52350	04/13/15					64691	MAR 15 BOD MEETINGS	100.00	
52351	04/13/15					64692	MAR 15 BOD MEETINGS	150.00	
52352	04/13/15					64801	BUS DECALS	298.52	
						64693	MAR 15 BOD MEETINGS	150.00	
						64694	MAR 15 BOD MEETINGS	50.00	
						64759	3/18 SOLID WASTE WTC	711.32	
						64760	2/17-3/16 WAT/SEW WT	230.62	
						64761	2/17-3/16 WATER WTC	34.92	
52353	04/13/15					64767	LNG 3/14/15	10,298.87	
						64768	LNG 3/10/15	10,014.29	
						64769	LNG 3/12/15	10,235.05	
						64770	LNG 3/17/15	10,154.49	
52354	04/13/15					64758	MAR 15 LANDSCAPE SVC	2,890.00	
52355	04/13/15					64741	STAND UP 4 TRANSIT	39.65	
52356	04/13/15					64746	RPR VEH #1117 PC	33.66	
52357	04/13/15					64771	3/18/15 ARBITRATION	210.00	
52358	04/13/15					64682	RPR BUS #1201	634.60	
						64684	RPR BUS #1209	634.60	
						64685	RPR BUS #1208	634.60	
						64707	RPR BUS #1003	634.60	
						64708	INVENTORY PARTS	2,038.67	
						64709	QUICK SVC SUBSCRIPT	450.00	
						64742	RPR BUS #1204	1,392.60	
						64743	INVENTORY ORDER	281.10	
52359	04/13/15					64729	7 1FC MANIFOLDS	945.00	
52360	04/13/15					64737	INVENTORY ITEMS	4,328.25	
52361	04/13/15					64695	MAR 15 BOD MEETINGS	50.00	
52362	04/13/15					64711	NON HAZARDOUS WASTE	1,994.25	
						64712	NON HAZARDOUS WASTE	4,161.25	
						64713	SAMPLE OF BUS WASHER	1,872.00	
						64688	TEMP W/E 3/22/15	1,380.00	
52363	04/13/15					64747	TEMP W/E 3/29/15	1,380.00	
						64730	FREIGHT	22.43	
52364	04/13/15					64780	MAR 15 DISPATCH PC	90.00	
52365	04/13/15					64696	MAR 15 BOD MEETINGS	100.00	
52366	04/13/15					64750	INVENTORY ITEM	78.68	
52367	04/13/15					64753	SPILL KIT CAN	1,485.09	
						64754	ANALOG CLOCK	23.75	
						64755	CART CASTER	67.14	

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52368	04/13/15	17,166.72 001745		HARTFORD LIFE AND ACCIDENT INS		64774	APR 15 LTD	11,463.40	
52369	04/13/15	683.86 E021		HILTNER, THOMAS		64775	APR 15 LIFE AD&D	5,703.32	
52370	04/13/15	587.41 E061		HOLLY, ISAAC		64680	TRAVEL REIMBURSEMENT	683.86	
52371	04/13/15	42.05 166		HOSE SHOP, THE INC		64773	TRAVEL REIMBURSEMENT	587.41	
52372	04/13/15	4,982.34 002979		HUNT & SONS, INC.		64704	INVENTORY ORDER	42.05	
52373	04/13/15	177.26 878		KELLY SERVICES, INC.		64745	FUEL & LUBE	692.01	
52374	04/13/15	150.00 B037		LANE, DONALD STEVEN		64701	TEMP W/E 3/22/15	4,290.33	
52375	04/13/15	100.00 B026		LEOPOLD, JOHN	7	64697	MAR 15 BOD MEETINGS	177.26	
52376	04/13/15	466,056.09 003058		LEWIS C NELSON AND SONS INC		64698	MAR 15 BOD MEETINGS	150.00	
52377	04/13/15	150.00 B031		MCPHERSON, BRUCE		64719	CONST MB THRU 3/25	100.00	
52378	04/13/15	3,262.58 001063		NEW FLYER IND. CANADA ULC DBA		64699	MAR 15 BOD MEETINGS	466,056.09	
52379	04/13/15	239.33 002950		NEW HAVEN MOVING EQUIPMENT		64732	INVENTORY ORDER	150.00	
52380	04/13/15	387.74 004		NORTH BAY FORD LINC-MERCURY		64733	INVENTORY ORDER	429.22	
52381	04/13/15	14,619.12 009		PACIFIC GAS & ELECTRIC		64734	INVENTORY ORDER	33.09	
52382	04/13/15	45.32 E962		PIERCE, AL		64735	INVENTORY ORDER	2,795.73	
52383	04/13/15	435.00 187		POLAR RADIATOR SERVICE INC		64736	INVENTORY ORDER	4.54	
52384	04/13/15	43,320.20 002939		PREFERRED BENEFIT		64689	ADA SECURE LOOPS	239.33	
52385	04/13/15	108.75 019		RAYNE OF SANTA CRUZ, INC.		64723	RPR VEH #503	152.71	
52386	04/13/15	413.25 003024		RICOH USA, INC CA		64724	RPR VEH #1116 PC	349.22	
52387	04/13/15	408.46 215		RICOH USA, INC. TX		64749	CREDIT RETURN PARTS	-114.19	
52388	04/13/15	880.36 002094		RICON CORPORATION		64687	2/25-3/25 1200B RIV	1,892.44	
52389	04/13/15	100.00 B038		ROTKIN, MICHAEL E		64714	2/26-3/26 1217B RIV	4.65	
52390	04/13/15	905.53 001286		SAFE-CARD ID SERVICES, INC		64715	2/26-3/26 1217B RIV	55.90	
52391	04/13/15	413.72 107A		SAN LORENZO LUMBER & HOME CTR		64716	2/26-3/26 GOLF CLUB	4,796.90	
52392	04/13/15	117.80 135		SANTA CRUZ AUTO PARTS, INC.		64717	2/26-3/26 1200 RIVER	114.53	
52393	04/13/15	17,862.48 002917		SANTA CRUZ METRO TRANSIT W/C		64718	2/25-3/25 VERNON	3,922.79	
52394	04/13/15	202.90 079		SANTA CRUZ MUNICIPAL UTILITIES		64796	2/26-3/26 DUBOIS	1,567.14	
52395	04/13/15	721.78 149		SANTA CRUZ SENTINEL		64720	TRAVEL REIMBURSEMENT	2,264.77	
52396	04/13/15	25,121.45 977		SANTA CRUZ TRANSPORTATION, LLC	0	64762	RADIATOR VEH #2807	125.00	
52397	04/13/15	165.58 122		SCMTD PETTY CASH - OPS		64777	APR 15 DENTAL	43,320.20	
						64757	SALT	108.75	
						64728	3/18-4/17 RENT OPS	413.25	
						64778	3/18-4/17 IMAGES PC	408.46	
						64706	INVENTORY PARTS PC	880.36	
						64700	MAR 15 BOD MEETINGS	100.00	
						64782	PHOTO SUPPLIES	905.53	
						64794	3/6-4/3 STATEMENT	413.72	
						64751	TAPE	66.49	
						64756	RPR VEH #709	51.31	
						64791	3/15-3/31 W/C REPLEN	17,862.48	
						64779	2/13-3/12 WATER PC	202.90	
						64793	LEGAL AD	721.78	
						64781	MAR 15 SERVICES	25,121.45	
						64740	REPLENISHMENT	165.58	

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52398	04/13/15	4,521.65 057	U.S. BANK			64798	***-***-6490	175.00	
						64799	***-***-3829	2,023.11	
						64800	***-***-5056	2,323.54	
52399	04/13/15	6.99 003152	UNIFIRST CORPORATION			64690	LAUNDRY SERVICE	6.99	
52400	04/13/15	73.38 007	UNITED PARCEL SERVICE			64710	FREIGHT	37.23	
						64731	FREIGHT	36.15	
52401	04/13/15	2,867.29 002829	VALLEY POWER SYSTEMS, INC.			64721	CORE CREDIT	-407.81	
						64763	RPR BUS #2228	3,013.05	
						64764	RPR BUS #2228	70.40	
						64765	INVENTORY ORDER	101.20	
						64766	INVENTORY ORDER	90.45	
52402	04/13/15	56.04 434B	VERIZON CALIFORNIA			64686	3/16-4/15 SKY/RIVER	56.04	
52403	04/13/15	3,173.50 001353	VISION COMMUNICATIONS			64705	RPR DISPLAY UNIT	375.00	
						64736	APR 14 SERVICE	1,754.50	
52404	04/13/15	11,205.60 001043	VISION SERVICE PLAN			64748	5/6/14-9/4/14 RENT	1,044.00	
52405	04/13/15	75.00 001165	VU, THANH DR. MD			64776	APR 15 VISION	11,205.60	
52406	04/15/15	819.00 080	STATE BOARD OF EQUALIZATION		7	64727	DMV EXAM	75.00	
			JAN-MAR 15 SALES TAX			64911	JAN-MAR 15 SALES TAX	819.00	MANUAL
52407	04/20/15	13.87 002941	AA SAFE & SECURITY CO			64906	REPLACEMENT KEYS	13.87	
52408	04/20/15	7.49 003151	ABC BUS INC			64926	INVENTORY ORDER	7.49	
52409	04/20/15	3,274.15 382	AIRTEC SERVICE INC.			64813	RPR HVAC PACIFIC	248.00	
						64814	RPR HVAC GOLF	3,026.15	
52410	04/20/15	662.00 003130	ASSOCIATION CAREER NETWORK INC			64864	JOB PLACEMENT AD	662.00	
52411	04/20/15	5,510.83 001D	AT&T			64832	2/19-3/18 CALNET2	5,085.87	
						64936	2/19-3/18 OCEAN-SKY	268.77	
						64937	2/19-3/18 OCEAN-CEM	156.19	
52412	04/20/15	32.36 002689	B & B SMALL ENGINE CORP			64890	RPR WEED WIP	32.36	
52413	04/20/15	5,641.21 003129	B PLUS U LLP			64860	MAR 15 WTC EXP	4,700.00	
						64861	MAR 15 WTC EXP	941.21	
52414	04/20/15	399.00 478	BEE CLENE INC		0	64868	MAR15 CARPET CLEANIN	1,399.00	
52415	04/20/15	774.00 011	BEWLEYS CLEANING		7	64883	MAR15 JANITORIAL SVC	774.00	
52416	04/20/15	13,328.75 002035	BOWMAN & WILLIAMS INC			64857	JAN 15 GRNVLY BUS ST	6,588.75	
						64858	MAR 15 BUS STOP SVC	6,125.00	
						64859	JAN 15 FELTON FAIRE	615.00	
52417	04/20/15	5,107.60 001356	BRENCO OPERATING-TEXAS, LP			64829	SPARK PLUGS	3,763.98	
						64910	INVENTORY ORDER	1,343.62	
52418	04/20/15	5,000.00 001324	CAPITALEDGE ADVOCACY, INC.			64938	APR 15 LEGISLATE SVC	5,000.00	
52419	04/20/15	1,886.30 003081	CAPITOLA MALL LLC			64871	MAY 15 RENT	1,886.30	
52420	04/20/15	390.00 003206	CAREERBUILDER.COM LLC		7	64804	JOB PLACEMENT AD	390.00	
52421	04/20/15	398.00 003188	CAREERS IN GOVERNMENT INC			64805	JOB PLACEMENT AD	398.00	
52422	04/20/15	765.00 001346	CITY OF SANTA CRUZ-FINANCE			64944	4/1-6/30PARK DEF FEE	573.75	
						64945	4/1-6/30PARK DEF FEE	191.25	
52423	04/20/15	74.70 667	CITY OF SCOTT'S VALLEY			64815	9/15-11/15 SEWER SVT	74.70	
52424	04/20/15	34,237.64 001124	CLEAN ENERGY			64908	MAR 15 MAINT SVC	14,842.00	
						64933	LNG 3/19/15	10,159.72	

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52425	04/20/15	250.00 367	COMMUNITY TELEVISION OF		64934	LNG 3/21/15	9,235.92		
52426	04/20/15	3,820.46 003116	CUMMINS PACIFIC LLP		64915	BOD MEETING 3/27/15	250.00		
52427	04/20/15	549.84 002389	DARCO PRINTING		64901	INVENTORY ORDER	1,190.81		
52428	04/20/15	32.00 002567	DEPARTMENT OF JUSTICE	7	64927	RPR BUS #2808	2,629.65		
52429	04/20/15	285.00 916	DOCTORS ON DUTY MEDICAL CLINIC		64919	OFFICE SUPPLIES	549.84		
52430	04/20/15	55.00 002388	DOGHERRA'S INC.		64863	FINGERPRINTING	32.00		
52431	04/20/15	1,911.00 003131	DYNAMIC SYSTEMS INC		64867	DOT DRUG TEST	285.00		
52432	04/20/15	10,759.94 002953	EPICOR SOFTWARE CORP		64874	TOWING VEH #1102 PC	55.00		
52433	04/20/15	133.00 298	ERGOMETRICS& APPLIED PERSONNEL		64802	2/28-2/27/16 SUPPORT	1,911.00		
52434	04/20/15	2,280.00 432	EXPRESS SERVICES INC.		64895	HCM UPDATE	700.00		
52435	04/20/15	23.90 372	FEDERAL EXPRESS		64896	HCM UPDATE	10,059.94		
52436	04/20/15	121.13 001172	FERGUSON ENTERPRISES INC. #795		64865	BUS OPERATOR TESTING	133.00		
52437	04/20/15	53,789.76 002295	FIRST ALARM		64880	TEMP W/E 3/29/15	900.00		
52438	04/20/15	3,219.54 002952	FLYERS ENERGY LLC		64912	TEMP W/E 4/5/15	1,380.00		
52439	04/20/15	221.16 001189	GARY KENVILLE LOCKSMITH	7	64856	FREIGHT	23.90		
52440	04/20/15	10,962.02 002954	GCR TIRES & SERVICE	7	64816	PLUMBING PARTS	121.13		
52441	04/20/15	577.77 282	GRAINGER		64839	MAR 15 SECURITY OPS	10,731.23		
52442	04/20/15	103.05 E378	GRANADOS-BOYCE, MARIA		64942	MAR 15 SECURITY	39,887.26		
52443	04/20/15	3,188.82 E530	GUIZAR, LISETH		64929	3/15-3/31 FUEL	3,219.54		
52444	04/20/15	779.82 166	HOSE SHOP, THE INC		64812	RPR LOCK	70.00		
52445	04/20/15	2,400.25 002979	HUNT & SONS, INC.		64882	KEYS	151.16		
52446	04/20/15	4,120.00 002117	IULIANO #2 LLC		64818	TIRES	129.94		
52447	04/20/15	9,735.00 003066	KIM FAMILY ENTERPRISES LLP	7	64820	TIRES	599.56		
52448	04/20/15	2,303.38 001233	KIMBALL MIDWEST		64821	TIRES	895.14		
52449	04/20/15	518.23 E635	KINSLow, DEBBIE		64822	TIRES	18.00		
					64823	TIRES PC	1,126.19		
					64824	TIRES	478.10		
					64848	TIRES	1,215.19		
					64849	TIRES	1,016.00		
					64850	TIRES	895.14		
					64877	TIRES	328.84		
					64903	TIRES	2,506.98		
					64904	TIRES	1,126.19		
					64941	TIRES	626.75		
					64844	INVENTORY ORDER	538.21		
					64884	CLEANING SUPPLIES	16.45		
					64885	CLEANING SUPPLIES	23.11		
					64853	STAND UP 4 TRANSIT	103.05		
					64855	TUITION REIMBURSEMENT	3,188.82		
					64902	MISC HOSES	779.82		
					64922	FUEL & LUBE	2,400.25		
					64840	MAY 15 RENT	4,120.00		
					64842	MAY 15 RENT	9,735.00		
					64897	NON INV HARDWARE	2,303.38		
					64854	TRAVEL REIMBURSEMENT	518.23		

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52450	04/20/15	2,138.40 216	LABOR READY, INC.	64907	3/14-3/20	TEMP WTC	2,138.40		
52451	04/20/15	1,737.80 852	LAW OFFICES OF MARIE F. SANG	64862	CL# 1999103213		1,737.80		
52452	04/20/15	33,616.70 003017	MANSFIELD OIL CO OF GAINSVILLE	7	DIESEL 3/9/15		17,781.06		
52453	04/20/15	1,130.22 001052	MID VALLEY SUPPLY INC.	64876	DIESEL 3/27/15		15,835.64		
52454	04/20/15	400.00 003061	NEOFUNDS BY NEOPOST DBA	64891	CLEANING SUPPLIES		1,130.22		
52455	04/20/15	8,022.06 001063	NEW FLYER IND. CANADA ULC DBA	64881	****-****-****-1598		400.00		
				64819	SHIELD		33.09		
				64825	INVENTORY ORDER		5,756.84		
				64828	INVENTORY ORDER		2,268.09		
				64830	INVENTORY ORDER		49.87		
				64831	CREDIT		-349.78		
				64913	GLASS AND GUARD		263.95		
				64826	2/26-3/25 TVM WIRELE		109.98		
52456	04/20/15	109.98 002721	NEXTEL COMMUNICATIONS/SPRINT	64833	RPR BUS #2406		1,332.93		
52457	04/20/15	1,591.66 004	NORTH BAY FORD LINC-MERCURY	64852	SEAT BELT ADA PC		125.48		
				64923	INVENTORY PARTS PC		133.25		
				64870	3/6-4/5 SVTC		51.50		
52458	04/20/15	51.50 009	PACIFIC GAS & ELECTRIC	64810	OFFICE SUPPLIES		229.46		
52459	04/20/15	1,197.63 043	PALACE ART & OFFICE SUPPLY	64834	OFFICE SUPPLIES		183.16		
				64847	OFFICE SUPPLIES		25.23		
				64887	OFFICE SUPPLIES		498.86		
				64916	OFFICE SUPPLIES		85.92		
				64917	OFFICE SUPPLIES		10.59		
				64918	OFFICE SUPPLIES		76.74		
				64928	OFFICE SUPPLIES		51.96		
52460	04/20/15	3,446.94 003086	PAPE MACHINERY INC	64921	INVENTORY ORDER		3,446.94		
52461	04/20/15	1,123.00 002947	PEDALERS EXPRESS	64803	MAR 15 COURIER SVC		1,123.00		
52462	04/20/15	2,977.43 187	POLAR RADIATOR SERVICE INC	64875	RPR RADIATOR		125.00		
				64905	RPR VEH #2813		2,852.43		
52463	04/20/15	127.36 002927	PRAXAIR DISTRIBUTION, INC.	64851	WELDING RPR & SUPPLY		127.36		
52464	04/20/15	277.42 E969	PYE, GINA	64947	MEETING REIMBURSEMENT		277.42		
52465	04/20/15	250.50 003020	QUEST DIAGNOSTIC INC.	64866	DOT DRUG TEST		250.50		
52466	04/20/15	8,738.05 003024	RICOH USA, INC CA	64837	RICOH COPIER		8,738.05		
52467	04/20/15	296.37 215	RICOH USA, INC. TX	64914	3/26-4/25 LEASE C/S		296.37		
52468	04/20/15	19,674.70 904	RNL/INTERPLAN, INC. A CA CORP	64879	THRU 2/28		19,674.70		
52469	04/20/15	357.54 135	SANTA CRUZ AUTO PARTS, INC.	64843	INVENTORY ITEMS		156.13		
				64894	INVENTORY PARTS		60.93		
				64900	RPR VEH #2800 PC		6.84		
				64939	INVENTORY ITEMS		44.95		
				64940	INVENTORY ITEM		88.69		
52470	04/20/15	91.96 848	SANTA CRUZ ELECTRONICS, INC.	64809	OFFICE SUPPLIES		91.96		
52471	04/20/15	130.00 973	SANTA CRUZ NISSAN DODGE VOLKS	64869	RPR VEH 1125 PC		130.00		
52472	04/20/15	2,752.18 681	SCOTT'S BODY SHOP CORP	64924	RPR VEH# 1127 PC		2,752.18		
52473	04/20/15	264.00 957	SECURITY SHORING & STEEL PLT	64838	1/24-2/23 MUD PLATES		264.00		
52474	04/20/15	13,322.53 001075	SOQUEL III ASSOCIATES	64872	MAY 15 RENT		13,322.53		



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52475	04/20/15	003203	150.00	SOUTHCOMM BUSINESS MEDIA LLC		64808	JOB PLACEMENT AD	150.00	
52476	04/20/15	001976	491.00	SPORTWORKS NORTHWEST, INC.		64935	INVENTORY ORDER	491.00	
52477	04/20/15	34.80 366	34.80	TENNANT COMPANY		64920	HINGE	34.80	
52478	04/20/15	001800	1,403.80	THERMO KING OF SALINAS, INC		64909	INVENTORY ORDER	222.11	
						64946	TOOLING	1,181.69	
52479	04/20/15	003152	818.01	UNIFIRST CORPORATION		64835	LAUNDRY SERVICE	206.16	
						64836	LAUNDRY SERVICE	69.01	
						64845	LAUNDRY SERVICE	6.48	
						64846	LAUNDRY SERVICE	40.42	
						64886	LAUNDRY SERVICE	10.23	
						64889	LAUNDRY SERVICE	6.99	
						64892	LAUNDRY SERVICE	6.48	
						64893	LAUNDRY SERVICE	40.42	
						64898	LAUNDRY SERVICE	69.01	
						64899	LAUNDRY SERVICE	362.81	
						64873	FREIGHT	49.96	
52480	04/20/15	49.96 007	49.96	UNITED PARCEL SERVICE		64925	3/25-4/21 FENCE RENT	29.37	
52481	04/20/15	29.37 946	29.37	UNITED SITE SERVICES OF CA INC		64930	INVENTORY ORDER	124.86	VOIDED
52482	04/20/15	0.01 002829	0.01	VALLEY POWER SYSTEMS, INC.		64931	CREDIT	-101.20	
52482	04/20/15	-0.01 002829	-0.01	VALLEY POWER SYSTEMS, INC.		64932	CREDIT	-23.65	
52483	04/20/15	324.54 434	324.54	VERIZON WIRELESS	0	64930	INVENTORY ORDER	101.20	
52484	04/20/15	180.75 001353	180.75	VISION COMMUNICATIONS		64931	CREDIT	101.20	
52485	04/20/15	75.00 001165	75.00	VU, THANH DR. MD	7	64932	CREDIT	23.65	
52486	04/20/15	3,500.00 003074	3,500.00	WAVE CREST DEVELOPMENT INC.		64878	3/2-4/1 PUSH 2 TALK	324.54	
52487	04/20/15	1,198.00 915	1,198.00	WORKIN.COM, INC.		64817	ANTENNA ASSEMBLY	180.75	
52488M04/23/15		870.78 T277	870.78	SALILI, FARINOSH		64811	DMV EXAM	75.00	
52489M04/23/15		452.70 T278	452.70	DEPOSIT REIMBURSEMENT		64841	MAY 15 RENT	3,500.00	
				SANTA CRUZ METROPOLITAN TRANS		64806	JOB PLACEMENT AD	879.00	
				CAFE LENA		64807	JOB PLACEMENT AD	319.00	
52490	04/27/15	49.50 002069	49.50	A TOOL SHED, INC.		65068	DEPOSIT REIMBURSEMENT	870.78	MANUAL
52491	04/27/15	127.97 002941	127.97	AA SAFE & SECURITY CO		65069	CAFE LENA	452.70	MANUAL
52492	04/27/15	661.15 003151	661.15	ABC BUS INC		64965	WTC IMPROVEMENTS	49.50	
52493	04/27/15	30.60 002861	30.60	AMERICAN MESSAGING SVCS, LLC		65021	CUSTODIAL KEYS	127.97	
52494	04/27/15	314.11 001G	314.11	AT&T		64961	INVENTORY ORDER	661.15	
52495	04/27/15	32.63 001112	32.63	BRINKS AWARDS & SIGNS	7	65017	APR 15 PAGER RENTAL	30.60	
52496	04/27/15	7,003.37 001844	7,003.37	BRINKS INCORPORATED		65047	4/5-5/4 REPEATER	314.11	
52497	04/27/15	760,311.21 502	760,311.21	CA PUBLIC EMPLOYEES'		65049	NAME PLATE	32.63	
52498	04/27/15	76.32 003069	76.32	CALOLYMPIC GLOVE & SAFETY CO		65048	MAR 15 SERVICES	4,095.57	
52499	04/27/15	92.89 M022	92.89	CAPELLA, KATHLEEN		64959	MAR 15 SERVICES	2,907.80	
52500	04/27/15	80.00 003145	80.00	CITY OF WATSONVILLE CITY CLERK	0	64994	MAY 15 MEDICAL	760,311.21	
52501	04/27/15	13,157.49 909	13,157.49	CLASSIC GRAPHICS		65040	EYE WASH	76.32	
						65059	MAY 15 RETIREE SUPP	92.89	
						65035	BOARD MEETING 4/10	80.00	
						64952	RPR VEH #1127 PC	299.06	

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52502	04/27/15	35,953.97	001124	CLEAN ENERGY		65029	RPR BUS #9826	5,885.01	
						65030	RPR BUS #1206	1,704.90	
						65032	RPR BUS #2202	4,271.46	
						65033	RPR BUS #2202	997.06	
						64948	LNG 3/31/15	9,747.51	
						64949	LNG 3/26/15	7,881.08	
						64950	LNG 3/28/15	8,811.17	
						64951	LNG 3/24/15	9,514.21	
52503	04/27/15	28.57	075	COAST PAPER & SUPPLY INC.		65023	CUSTODIAL ITEMS	28.57	
52504	04/27/15	412.53	002814	CREATIVE BUS SALES, INC.		65016	RPR BUS #2406	412.53	
52505	04/27/15	1,248.08	003116	CUMMINS PACIFIC LLP		64953	RPR VEH #1003	777.00	
						64954	RPR VEH #1208	368.00	
						64955	INVENTORY PARTS	88.09	
						64956	INVENTORY ORDER	14.99	
52506	04/27/15	200.00	002146	DASH, JOHN A. & ASSOCIATES	7	64956	INVENTORY ORDER	14.99	
52507	04/27/15	46.44	M039	DAVILLA, ANA MARIA	0	65031	WAGE PUBLICATION	200.00	
52508	04/27/15	145.00	002949	DEANE INDUSTRIAL MACHINING		65031	MAY 15 RETIREE SUPP	46.44	
52509	04/27/15	57.29	959	FIRST ADVANTAGE OCCUPATIONAL		65041	EXHAUST MANIFOLD	145.00	
52510	04/27/15	1,309.50	002962	FIS		64975	DOT DRUG TEST	57.29	
52511	04/27/15	10,198.14	002952	FLYERS ENERGY LLC		64978	MAR 15 MERCHANT FEES	1,309.50	
52512	04/27/15	75.58	001189	GARY KENVILLE LOCKSMITH	7	64957	3/15-3/31 FUEL PC	10,198.14	
52513	04/27/15	848.82	002954	GCR TIRES & SERVICE	7	64992	KEYS	75.58	
						65011	TIRES	18.00	
						65012	TIRES	318.75	
52514	04/27/15	92.89	M041	GOUVEIA, ROBERT	0	65054	MAY 15 RETIREE SUPP	92.89	
52515	04/27/15	924.05	282	GRAINGER		64977	OFFICE SUPPLIES	7.54	
						65006	INVENTORY PARTS	62.26	
						65007	INVENTORY PARTS	105.96	
						65008	CREDIT	-8.49	
						65009	INVENTORY PARTS	272.32	
						65010	CUSTODIAN SUPPLIES	484.46	
52516	04/27/15	1,296.80	001097	GREENWASTE RECOVERY, INC.		64980	4/1-6/30 BUS STOPS	174.78	
						64981	4/1-6/30 LOMOND/HWY9	58.26	
						64982	4/1-6/30 BASIN/HWY9	58.26	
						64983	4/1-6/30 MTHERM/KING	57.81	
						64984	4/1-6/30 GRNVLY/CARN	58.26	
						64985	4/1-6/30 SOQ/COTTON	116.37	
						64986	4/1-6/30 SOQ/COTT/NO	58.26	
						64987	4/1-6/30 FREE/BOWKER	58.26	
						64988	4/1-6/30 FREEDOM	58.26	
						64989	4/1-6/30 AIR/FREEDOM	116.52	
						64990	MAR 15 SVTC	247.08	
						65060	MAR 15 GARBAGE WTC	234.68	
52517	04/27/15	410.01	166	HOSE SHOP, THE INC		65039	FIRE SLEEVE	410.01	
52518	04/27/15	300.00	003195	LANDAVERY, CARLOS G.		64962	4/10/15 BOD MEETINGS	300.00	
52519	04/27/15	80.00	852	LAW OFFICES OF MARIE F. SANG	7	64976	CL 9210149 209218393	80.00	

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52520	04/27/15	50.00 880	50.00	LEXISNEXIS INC		64973	MAR 15 SERVICES	50.00	
52521	04/27/15	611.03 511	611.03	LUMINATOR HOLDING LP		65037	RPR SIGN BOARD	611.03	
52522	04/27/15	105.00 001342	105.00	MCW ASSOCIATES, INC.		65064	MAR 15 SERVICES	105.00	
52523	04/27/15	649.11 001178	649.11	N/S CORPORATION		65048	RPR BUS WASHER	649.11	
52524	04/27/15	5,356.87 001063	93.84	NEW FLYER IND. CANADA ULC DBA		64963	INVENTORY ORDER	93.84	
			192.44			64993	RPR VEH #1782 GLASS	192.44	
			73.80			65025	VANDAL GUARD	73.80	
			187.03			65026	GLASS SHIELD	187.03	
			155.97			65027	INVENTORY ORDER	155.97	
			33.61			65028	INVENTORY ORDER	33.61	
			51.13			65038	RPR BUS #2218	51.13	
			391.87			65042	INVENTORY ORDER	391.87	
			1,613.58			65043	INVENTORY ORDER	1,613.58	
			49.40			65044	INVENTORY ORDER	49.40	
			2,514.20			65045	INVENTORY ORDER	2,514.20	
			79.56			65046	SAFETY GLASSES	79.56	
52525	04/27/15	79.56 002323	2,264.43	NORTHERN SAFETY CO., INC.		65051	3/7-4/6 SVT PNR WTC	2,264.43	
52526	04/27/15	2,922.14 009	657.71	PACIFIC GAS & ELECTRIC		65061	3/11-4/8 PARACRUZ	657.71	
			137.39			65052	COURIER SERVICE	137.39	
52527	04/27/15	137.39 002947	46.44	PEDALERS EXPRESS	7	65055	MAY 15 RETIREE SUPP	46.44	
52528	04/27/15	46.44 M109	2,443.50	PEREZ, CHERYL		64966	RPR BUS #2228	2,443.50	
52529	04/27/15	2,443.50 187	1,350.00	POLAR RADIATOR SERVICE INC		64991	3 ELEVATORS TESTED	1,350.00	
52530	04/27/15	1,774.94 001153	424.94	REPUBLIC ELEVATOR COMPANY INC		65005	APR 15 ELEVATOR SVC	424.94	
			92.89			65056	MAY 15 RETIREE SUPP	92.89	
52531	04/27/15	92.89 M085	46.44	ROSSI, DENISE	0	65057	MAY 15 RETIREE SUPP	46.44	
52532	04/27/15	46.44 M030	892.03	ROWE, RUBY		64967	RPR VEH #708	892.03	
52533	04/27/15	941.60 135	-17.40	SANTA CRUZ AUTO PARTS, INC.		64968	CREDIT	-17.40	
			28.17			64969	INVENTORY PARTS	28.17	
			90.43			65014	INVENTORY PARTS	90.43	
52534	04/27/15	15.00 001944	15.00	SANTA CRUZ COUNTY LAW LIBRARY		65015	INVENTORY PARTS	15.00	
52535	04/27/15	8,296.93 079	66.31	SANTA CRUZ MUNICIPAL UTILITIES		64974	ORTLY COPY CHARGE	66.31	
			218.23			64995	3/6-4/3 VERNON IRR1	218.23	
			1,204.13			64996	3/6-4/3 VERNON	1,204.13	
			2,311.71			64997	3/6-4/3 GOLF CLUB	2,311.71	
			861.71			64998	3/6-4/3 1200 R1VB	861.71	
			2,951.85			64999	3/6-4/3 BUSSTOP REF	2,951.85	
			104.81			65000	3/6-4/3 PACIFIC	104.81	
			66.31			65001	3/6-4/3 PACIFIC ISL	66.31	
			511.87			65002	3/6-4/3 GOLFCLUB IRR	511.87	
			210.00			65003	3/6-4/3 DUBOIS	210.00	
52536	04/27/15	210.00 001121	210.00	SILENT PARTNER SECURITY INC.		65022	4/1-6/30 ALARM MONIT	210.00	
52537	04/27/15	374.74 080A	374.74	STATE BOARD OF EQUALIZATION		65034	JAN-MAR 15 FUEL TAX	374.74	
52538	04/27/15	383.87 002675	383.87	THOMSON REUTERS BARCLAYS WEST		64979	MAR 15 SERVICES	383.87	
52539	04/27/15	362.58 003037	362.58	TYCO INTEGRATED SECURITY		65050	5/1-7/30 ALARM GOLF	362.58	
52540	04/27/15	384.49 003152	6.99	UNIFIRST CORPORATION		64971	LAUNDRY SERVICE	6.99	
			10.23			64972	LAUNDRY SERVICE	10.23	

DATE 06/17/15 11:57

PAGE 12

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

DATE: 04/01/15 THRU 04/30/15

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
52541	04/27/15		106.80	007	UNITED PARCEL SERVICE		65004	LAUNDRY SERVICE	40.42	
52542	04/27/15		3,771.06	002829	VALLEY POWER SYSTEMS, INC.		65018	LAUNDRY SERVICE	251.36	
							65019	LAUNDRY SERVICE	69.01	
							65024	LAUNDRY SERVICE	6.48	
							65036	FREIGHT	106.80	
							64960	INVENTORY ITEMS	3,109.98	
							64970	11/14-1/15 JDEERE SV	190.31	
							65013	INVENTORY ORDER	470.76	
							65065	CREDIT	-101.20	
							65066	CREDIT	-23.65	
							65067	INVENTORY ORDER	124.86	
52543	04/27/15		779.80	434	VERIZON WIRELESS	0	65062	3/2-4/1 PUSH2TALK PC	470.68	
52544	04/27/15		312.00	001353	VISION COMMUNICATIONS		65063	3/2-4/1 PARACRUZ	309.12	
52545	04/27/15		46.44	M088	YAGI, RANDY	0	65020	RPR SCANNER TRACKER	312.00	
							65058	MAY 15 RETIREE SUPP	46.44	
TOTAL			2,170,664.86		ACCOUNTS PAYABLE			TOTAL CHECKS	268	2,170,664.86



**DATE:** June 26, 2015

**TO:** Board of Directors

**FROM:** Alex Clifford, CEO

**SUBJECT: ACCEPT AND FILE MINUTES OF THE SANTA CRUZ METRO BOARD OF DIRECTORS REGULAR MEETING OF JUNE 12, 2015 AND THE SPECIAL MEETING OF JUNE 17, 2015**

**I. RECOMMENDED ACTION**

**That the Board of Directors Accept and File the Minutes for the Santa Cruz Metropolitan Transit District (METRO) Regular Board of Directors Meeting of June 12, 2015 and the Special Board of Directors Meeting of June 17, 2015**

**II. SUMMARY**

- Staff is providing minutes from the Santa Cruz Metropolitan Transit District (METRO) Board of Directors Regular Meeting of June 12, 2015 and the METRO Board of Directors Special Meeting of June 17, 2015.
- Each meeting, staff will provide minutes from the previous METRO Board of Directors meeting

**III. DISCUSSION/BACKGROUND**

The Board requested that staff include, in the Board Packet, minutes for previous METRO Board of Directors meetings. Staff is enclosing the minutes from these meetings as a mechanism of complying with this request.

**IV. FINANCIAL CONSIDERATIONS/IMPACT**

None.

**V. ALTERNATIVES CONSIDERED**

None.

**VI. ATTACHMENTS**

**Attachment A:** Draft minutes for the Regular Board of Directors Meeting of June 12, 2015

**Attachment B:** Draft minutes for the Special Board of Directors Meeting of June 17, 2015

Prepared by: Gina Pye, Executive Assistant

**VII. APPROVALS:**

Alex Clifford, CEO/General Manager



# Attachment A



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES  
REGULAR MEETING  
JUNE 12, 2015 – 8:30 AM  
SANTA CRUZ METRO ADMIN OFFICES  
110 VERNON STREET  
SANTA CRUZ, CA 95060**

A regular meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District (METRO) was convened on Friday, June 12, 2015, at METRO's Admin Offices at 110 Vernon Street, Santa Cruz, California.

The Board Meeting Agenda Packet can be found online at [www.SCMTD.com](http://www.SCMTD.com) and is available for inspection at Santa Cruz METRO's Administrative offices at 110 Vernon Street, Santa Cruz, California.

This document has been created with accessibility in mind. This document passes the Adobe Acrobat XI Accessibility Full Check. If you have any questions about the accessibility of this document, please email your inquiry to [accessibility@scmttd.com](mailto:accessibility@scmttd.com)

## **SECTION I: OPEN SESSION**

**1 CALL TO ORDER at 8:33A by Vice Chair Rotkin**

**2 ROLL CALL:** The following Directors were **present:**

<b>Director Ed Bottorff</b>	<b>City of Capitola</b>
<b>Director Dene Bustichi, Chair</b>	<b>City of Scotts Valley</b>
<b>Director Karina Cervantez</b>	<b>City of Watsonville</b>
<b>Director Cynthia Chase</b>	<b>City of Santa Cruz</b>
<b>Director Zach Friend</b>	<b>County of Santa Cruz</b>
<b>Director D. Norm Hagen</b>	<b>County of Santa Cruz</b>
<b>Director Don Lane</b>	<b>City of Santa Cruz</b>
<b>Director John Leopold</b>	<b>County of Santa Cruz</b>
<b>Director Bruce McPherson</b>	<b>County of Santa Cruz</b>
<b>Director Mike Rotkin, Vice Chair</b>	<b>County of Santa Cruz</b>
<b>Ex-Oficio Director Donna Blitzer</b>	<b>UC Santa Cruz</b>

The following Directors were absent:  
Director Jimmy Dutra

City of Watsonville

STAFF PRESENT:  
Alex Clifford, CEO  
Leslyn Syren, General Counsel

**DRAFT**

**8-03A.1**

# Attachment A

METRO EMPLOYEES AND MEMBERS OF THE PUBLIC WHO VOLUNTARILY INDICATED THEY WERE PRESENT (IN ALPHABETICAL ORDER) WERE:

Heather Abramson, AMBAG  
Erron Alvey, METRO  
Carolyn Derwing, SEA/METRO  
Rachel Moriconi, RTC

Ernestina Saldana, COD  
April Warnock, METRO  
Daniel Zaragoza, METRO

### **3 ANNOUNCEMENTS**

Vice Chair Rotkin announced the following had been distributed at each Director's seat: Updated Board Roster, Board Officers & Appointments, and Confidential Board Address Directory.

He also announced that copies of the following were distributed to each Director with additional copies available at the sign-in table:

- Copies of the SCCRTC (Santa Cruz County Regional Transportation Commission) presentation and back-up information with a map
- Item 12 Dump the Pump Day Correction
- Thank you letters from Leadership Santa Cruz and Sarah Schifrin

### **4 COMMUNICATIONS TO THE BOARD OF DIRECTORS**

Vice Chair Rotkin opened the floor to public comment

Hearing no public comment, Director Hagen thanked the Supervisors and the Board Members for their support and ParaCruz for their services which allow him to maintain his independence.

### **5 LABOR ORGANIZATION COMMUNICATIONS**

Vice Chair Rotkin opened the floor to public comment. Hearing none, the meeting continued to the next item.

### **6 WRITTEN COMMUNICATION(S) FROM MAC**

### **7 ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS**

Vice Chair Rotkin referenced his earlier announcements.

## **CONSENT AGENDA**

### **8-01 MOVED TO REGULAR AGENDA AS FIRST ITEM OF DISCUSSION: CONSIDERATION OF ADOPTION OF THE FIRST AMENDMENT TO THE EMPLOYMENT AGREEMENT WITH THE CHIEF EXECUTIVE OFFICER/GENERAL MANAGER**

Chair Dene Bustichi requested this item move to the Regular Agenda for further discussion as the first item.

### **8-02 ACCEPT AND FILE MINUTES OF THE SANTA CRUZ METRO BOARD OF DIRECTORS MEETING OF MAY 22, 2015**

**DRAFT**

**8-03A.2**



# Attachment A

- 8-03 CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A CONTRACT EXTENSION WITH DAY WIRELESS SYSTEMS FOR LAND MOBILE RADIO NETWORK UPGRADE THROUGH FEBRUARY 3, 2016**
- 8-04 CONSIDERATION OF AWARD OF CONTRACT TO WINCHESTER PACIFIC BATTERIES U.S.A., INC. FOR PURCHASE, DELIVERY AND SERVICING OF HEAVY-DUTY COACH BATTERIES NOT TO EXCEED \$60,000**
- 8-05 CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A TWO-YEAR CONTRACT EXTENSION WITH VISION SERVICE PLAN FOR EMPLOYEE VISION CARE SERVICES, INCREASING THE CONTRACT TOTAL BY \$290,000**
- 8-06 CONSIDERATION OF AWARD OF CONTRACT TO DON CHAPIN COMPANY, INC. FOR CONSTRUCTION AND COMPLETION OF GREEN VALLEY ROAD BUS STOP IMPROVEMENTS NOT TO EXCEED \$92,285**
- 8-07 CONSIDERATION OF A REQUEST TO PROVIDE BUS SERVICE TO THE SANTA CRUZ FOLLIES ON SEPTEMBER 18, 2015**
- 8-08 RENEWAL OF LIABILITY AND VEHICLE PHYSICAL DAMAGE INSURANCE PROGRAM COVERAGE WITH CALTIP FOR FY16**
- 8-09 RECEIVE AND FILE THIS ANALYSIS FOR FIXED ROUTE FLEET EARLY RELOCATION TO THE NEW JUDY K. SOUZA OPERATIONS FACILITY**

**ACTION: MOTION TO ACCEPT THE CONSENT AGENDA AS PRESENTED EXCEPT FOR ITEM 8-01, WHICH WILL BE DISCUSSED UNDER REGULAR AGENDA, AS REQUESTED.**

**MOTION: DIRECTOR LEOPOLD                      SECONDED: DIRECTOR LANE  
MOTION PASSED UNANIMOUSLY WITH 10 AYES (Directors Bottorff, Bustichi, Cervantez, Chase, Friend, Hagen, Lane, Leopold, McPherson and Rotkin)**

## **REGULAR AGENDA**

- 8-01 CONSIDERATION OF ADOPTION OF THE FIRST AMENDMENT TO THE EMPLOYMENT AGREEMENT WITH THE CHIEF EXECUTIVE OFFICER/GENERAL MANAGER**

Chair Dene Bustichi requested this item move from Consent Agenda for discussion.

Chair Bustichi provided background to the staff report, noting that the Board overall is very supportive of METRO's CEO. The past year has been a year of transition from prior procedures/processes, stressing the CEO's contribution and attention to the structural deficit issues. Chair Bustichi and other Board Members will be meeting with CEO Clifford later this month to develop goals and objectives for the coming year.

Vice Chair Rotkin opened the floor to public comment.

**DRAFT**

**8-03A.3**

# Attachment A

Carolyn Derwing, SEA President, said she is glad to see the CEO working with the Union. Many employees were surprised by the scope of the CEO's increase in salary and benefits. She asked that the Board be aware that the District requires the hard work of all of its employees to function well and, in a year, the District will be negotiating the Union contracts. She doesn't begrudge what the CEO has been given, but simply wants to ensure that the employees do not suffer when benefits and/or salaries are negotiated for next year.

Eduardo Montesino, UTU representative, said he also doesn't begrudge the request and asked that the Board remember this day as the Union anticipates a 2% COLA in a year.

**ACTION: MOTION TO ADOPT THE FIRST AMENDMENT TO THE EMPLOYMENT AGREEMENT WITH THE CHIEF EXECUTIVE OFFICER/GENERAL MANAGER AS PRESENTED.**

**MOTION: DIRECTOR BUSTICHI                      SECONDED: DIRECTOR ROTKIN**  
**MOTION PASSED UNANIMOUSLY WITH 10 AYES (Directors Bottorff, Bustichi, Cervantez, Chase, Friend, Hagen, Lane, Leopold, McPherson and Rotkin)**

**9        CONSIDERATION OF APPOINTMENT OF MICHAEL PISANO TO THE METRO ADVISORY COMMITTEE (MAC) FOR A TERM OF OFFICE ENDING JUNE 12, 2017**

Director Don Lane added commentary to Mr. Pisano's application and recommended his appointment to the MAC.

**ACTION: MOTION TO ACCEPT THE APPOINTMENT OF MICHAEL PISANO TO THE METRO ADVISORY COMMITTEE (MAC) FOR A TERM OF OFFICE ENDING JUNE 12, 2017**

**MOTION: DIRECTOR LANE                      SECONDED: DIRECTOR LEOPOLD**  
**MOTION PASSED UNANIMOUSLY WITH 10 AYES (Directors Bottorff, Bustichi, Cervantez, Chase, Friend, Hagen, Lane, Leopold, McPherson and Rotkin)**

**10      REVIEW AND COMMENT ON THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION'S DRAFT PASSENGER RAIL FEASIBILITY STUDY**

Erich Friedrich, Sr. Transportation Planner, introduced the topic and noted that the public comment period has been extended to 7/31/15.

CEO Clifford elaborated on the METRO Staff recommendations, requesting that the sixth bullet under the Summary section be discussed in detail after the presentation.

George Dondero, Executive Director of RTC, provided background to the high level look at parameters in the county. Their recent poll indicated 73% of voters recognize the need for alternate funding for transportation and would like more options in their daily travel. Today the RTC is asking for METRO's vision for transport, technical analysis, preferred scenario and how this option could be integrated into the bus system.

Rachel Moriconi, RTC, provided further detail to the analysis in the report. Vice Chair Rotkin asked if the ridership projections are based on current residency areas. Ms. Mariconi answered it's a combination with specifics provided on page 9 of the report. Vice Chair

**DRAFT**

**8-03A.4**

# Attachment A

Rotkin said the City didn't plan for rail use in its General Plan and/or changes to zoning. Ms. Moriconi stated some numbers are low but job growth is a possibility near transit zones.

Heather Abramson, AMBAG, noted that they have worked with Santa Cruz County on their Sustainable Plan, which contains information not currently in the General Plan. This will be updated in the next version.

Director Leopold noted the 17<sup>th</sup> Avenue station currently projects low ridership; however, in the Sustainable Santa Cruz Plan there are opportunities for development to replace the warehouses, etc. that are currently there. This could become a transit oriented mix-use development.

Vice Chair Rotkin asked if federal government decisions are based on current projections. Ms. Moriconi responded that 20 year projections are now required, which indicates additional information would be required from RTC to meet FTA requirements. The key today seems to be asking for support of new employment opportunities.

Director McPherson asked how many tracks this plan is based on. Ms. Moriconi responded it is based on 30 minute headways; there are several tracks with locations noted where they pass. This will be analyzed further as the best scheduling is finalized. The RTC is looking for an overall vision of transit and ideas to increase ridership in the county.

CEO Clifford noted his current perspective is from the bus transportation viewpoint. He provided information based on his (approximate) 12 years' rail experience to the RTC and applauded their technical document.

CEO Clifford stated he is driven to protect METRO and its funding source(s). As such, the sixth bullet under the Summary section of the staff report is asking for protection of funds for bus transit; his experience in bus and rail funding points to an annual battle between the two wherein revenues are challenged. He believes that expectations should be set at the front end for funding allocations pertaining to STA, STIC, TDA allocations and UCSC revenue. He requested the Board examine this carefully; we are particularly looking for a commitment that the RTC understands that METRO needs protection for future growth in these revenues. A policy decision at the front would save a lot of financial battling.

Vice Chair Rotkin asked Mr. Dondero if there were other multi-modal funding sources available. Mr. Dondero responded that although he didn't have specifics, based on Ms. Marcioni's input, he believes yes, we might score higher on future applications. He stressed that voter support of a new tax is higher than seen previously and agrees a sound funding plan is needed before any ballot measure is introduced in November 2016. He feels that both bus and rail services are needed in Santa Cruz County, that decisions not be restrictive and that rail service be allowed as a future development opportunity. He thanked CEO Clifford for his expertise in bus and rail and his input to the RTC.

## **Ex-Officio Blitzer departed at 9:35A.**

Vice Chair Rotkin opened the floor to public comment:

Eduardo Montesino, UTU representative, concurred with CEO Clifford regarding the conflicts and/or financial constraints between the various modes of service.

**DRAFT**

**8-03A.5**

# Attachment A

Carolyn Derwing, SEA President, echoed the concerns regarding possible loss of METRO funding, noting it was needed so that we can continue to serve our community. Rail will be dependent on a bus to get from the station to the final destination.

Ernestina Saldana, COD, agreed with CEO Clifford. She likes the idea of rail, but is concerned regarding the direction it will run; i.e., running north to south without taking into account those who live outside the north-south corridor. It may be better for the public to take their cars. She asked that the working class be kept in mind while making plans.

Hearing no further public comment, Director Hagen stated he had voted for a rail transit system historically. But has three concerns today: integration, cooperation and competition. Downtown Watsonville is growing and is key to rail system function. He doesn't want to create competition between rail and bus.

Director McPherson voiced his appreciation for all of the comments. We need to address east-west transportation needs as well as north-south. It is important to address finance issues and critical to maintain what we have before adding additional options. The ballot measure must be cooperative and include the 600 miles of county roads. The rail corridor will factor into future decisions.

Director Leopold thanked everyone for today's presentation. This is an historic moment to make transportation decisions. Two years ago the General Plan highlighted sustainability. We now own this rail line. The poll shows support for multi modal transportation in Santa Cruz County. Every member of this board is either on the RTC board or an alternate. This relationship is strong. The rail study deserves further investigation; the bus system is critical and would enhance the rail line. Rail does offer the best opportunity for improved reliability in terms of transportation times. Having said that, however, he doesn't support a motion regarding funds since he doesn't know if they can be honored on future funding. This also implies lack of trust with RTC and board members.

Chair Bustichi agreed with Director Leopold. Bus service will be required to move riders from the train stops to their end destination; e.g., Cabrillo, UCSC and within Watsonville. We need to look at how we move folks to these locations. Have we considered electric buses or a multimodal system on Highway 1 as a truly sustainable option? He asked CEO Clifford to clarify his request to the Board.

CEO Clifford clarified that his request addresses existing funding; the intent is not to say that future funding would belong solely to METRO. The funding should remain competitive.

Chair Bustichi requested staff return to the Board with a resolution they could coalesce around. He noted there is funding for a tax measure; the reality is there would be competition around a new tax ballot. METRO needs to ensure we get what we need to protect our community.

Director Lane recognizes the competition surrounding the variety of needs. It is important that METRO make a statement protecting our situation.

**DRAFT**

**8-03A.6**

# Attachment A

Director Friend believes the greatest concern is a reduction in other transportation options. We should broaden METRO's stance to an overall hold harmless statement so that no other needs would be impacted; that is, the current situation won't worsen.

Director Cervantez sees three themes: 1) Vision: Alignment of commitment from federal and state for affordable transportation options. 2) Feasibility of rail system does provide community options; greater predictability of travel time. Reality in Watsonville is long commute times and limited transit options with limited bus service. 3) Transportation equity. Her preferred scenario would clear the way to map out needed improvements to expand to Pajaro for regional connectivity and integrated system with METRO and RTC.

Director Chase recognizes the interdependence between agencies and supports the overall transportation regional direction. She would like to see language which would protect METRO and the interdependent agencies.

Director Bottorff agrees with Director Leopold. What is best for the entire county? The rail system will have a huge cost and will require bus support to the rail stations. Compromise in terms of percentages will be required when the tax measure is passed.

Vice Chair Rotkin noted that there is national interest in rail through the federal and state legislatures. Expansion of a rail system should not come at the expense of the bus. As no agency can legally bind future funding of another agency, he'd like to see a resolution that would not shrink bus funding. The funding sources METRO currently receives or is applying for should not be transferred to the rail system.

Ms. Moriconi noted that the entire study is on the RTC website along with a survey for the public. Please help get the word out. In response to Director Chase, she said approximately 50 surveys had been received to date. They anticipate receiving approximately 1000 once the link is distributed.

Mr. Dondero noted the recent poll indicates support of a half cent sales tax. Two-thirds would not support the ¾ cent measure, however a simple majority would. He recommended we remain open to voter needs.

Vice Chair Rotkin noted that people are willing to support transportation when it is successful; it may be possible to obtain additional funding based on success.

**MOTION FOR STAFF TO WORK WITH RTC AND RETURN TO THE BOARD AT THE FIRST AUGUST BOARD MEETING WITH A CLEAR RESOLUTION FOR BOARD CONSIDERATION.**

**Motion: DIRECTOR BUSTICHI**

**SECOND: DIRECTOR LEOPOLD**

**MOTION PASSED UNANIMOUSLY WITH 10 AYES (Directors Bottorff, Bustichi, Cervantez, Chase, Friend, Hagen, Lane, Leopold, McPherson and Rotkin)**

**DRAFT**

**8-03A.7**

# Attachment A

**11 ADOPTION OF TITLE VII TO THE SANTA CRUZ METRO ADMINISTRATIVE CODE ADDING PROCEDURES FOR REASONABLE MODIFICATIONS/ ACCOMMODATIONS IN METRO'S ADA POLICY AND COMPLAINT PROCEDURES**

April Warnock, Paratransit Superintendent, provided background to her staff report. Ciro Aguirre, COO, has been assigned as METRO's designate to respond to all customer requests for modifications.

In response to Director Leopold's ADA compliance training question, COO Aguirre responded that he, Anna Marie Gouveia and April Warnock have all received training and will continue to do so.

**ACTION: MOTION TO ACCEPT THE ADOPTION OF TITLE VII TO THE SANTA CRUZ METRO ADMINISTRATIVE CODE ADDING PROCEDURES FOR REASONABLE MODIFICATIONS/ ACCOMMODATIONS IN METRO'S ADA POLICY AND COMPLAINT PROCEDURES**

**MOTION: DIRECTOR BUSTICHI                      SECONDED: DIRECTOR LANE  
MOTION PASSED UNANIMOUSLY WITH 10 AYES (Directors Bottorff, Bustichi, Cervantez, Chase, Friend, Hagen, Lane, Leopold, McPherson and Rotkin)**

**12 CONSIDERATION OF APPROVAL OF A RESOLUTION REGARDING SANTA CRUZ METRO'S SUPPORT OF AND PARTICIPATION IN THE AMERICAN PUBLIC TRANSPORTATION ASSOCIATION'S TENTH ANNUAL "DUMP THE PUMP DAY" ON JUNE 18, 2015 AND RELATED PROMOTIONAL ACTIVITIES**

Maria Granados Boyce, Customer Service Supervisor, clarified that this is the 10<sup>th</sup> annual event. This is a great opportunity to educate our riders; they can text while they ride. There are a number of outreach events planned; e.g., four outreach locations/kiosks will be located throughout the county, advertisements in the Santa Cruz Sentinel, a banner on the Cabrillo overpass, radio and television announcements, etc. She noted that Board members are always welcome to participate.

Vice Chair Rotkin referred Maria to a fact sheet issued by the RTC which covers the hidden cost of auto ownership. Maria noted that there is also a link from the SCMTD website which compares bus cost to car usage including carbon emissions.

Director Leopold commended Maria for the great job she and her team did on Stand Up 4 Transportation Day and looks forward to another successful event.

**Director Friend departed at 10:25A**

**Director McPherson left room at 10:25A and returned at 10:33A**

**DRAFT**

**8-03A.8**

# Attachment A

**ACTION: MOTION TO APPROVE THE RESOLUTION REGARDING SANTA CRUZ METRO'S SUPPORT OF AND PARTICIPATION IN THE AMERICAN PUBLIC TRANSPORTATION ASSOCIATION'S TENTH ANNUAL "DUMP THE PUMP DAY" ON JUNE 18, 2015 AND RELATED PROMOTIONAL ACTIVITIES AS PRESENTED**  
**MOTION: DIRECTOR LEOPOLD                      SECONDED: DIRECTOR LANE**  
**MOTION PASSED WITH 8 AYES (Directors Bottorff, Bustichi, Cervantez, Chase, Hagen, Lane, Leopold and Rotkin)**

**13      CONSIDERATION OF RESOLUTION TO ADOPT SANTA CRUZ METROPOLITAN TRANSIT DISTRICT'S EQUAL EMPLOYMENT OPPORTUNITY PLAN, EFFECTIVE JANUARY 1, 2015 THROUGH DECEMBER 31, 2017**

Robyn Slater, Human Resources Manager, thanked Suzanne Silva, Assistant HR Manager, for her assistance in pulling this report together and gave kudos to the staff for their hiring and recruiting efforts and accomplishments. The demographics presented reflect the 2010 census data.

Vice Chair Rotkin echoed Ms. Slater's comments and complimented the team on their hiring successes. He suggested the department add a component to their hiring outreach beyond job fairs; go to high schools, jobs that don't require a college degree. This would help create a pipeline of applicants.

Ms. Slater responded that she and Ms. Silva have met with Cabrillo to develop a mechanic training/education program to expand recruiting opportunities and develop a pipeline.

**ACTION: MOTION TO APPROVE THE RESOLUTION TO ADOPT SANTA CRUZ METROPOLITAN TRANSIT DISTRICT'S EQUAL EMPLOYMENT OPPORTUNITY PLAN, EFFECTIVE JANUARY 1, 2015 THROUGH DECEMBER 31, 2017**  
**MOTION: DIRECTOR LANE    SECONDED: DIRECTOR CHASE**  
**MOTION PASSED WITH 8 AYES (Directors Bottorff, Bustichi, Cervantez, Chase, Hagen, Lane, Leopold and Rotkin)**

**14      CEO TO GIVE ORAL REPORT**

CEO Clifford informed the Board that the anticipated Cap and Trade formula grant of approximately \$180,000 had not been awarded. This award had been targeted to fund Watsonville Transit Center customer service. We believe the grant was not awarded due to not meeting the air quality reductions. The new requirement does not allow for a resubmittal. Mr. Josh Shaw is working the halls of Sacramento to attempt a resubmittal and/or additional time to allow us to rework our proposal.

Director Leopold noted that there is only one section of Watsonville which qualifies for this funding as a disadvantaged business community.

**DRAFT**

**8-03A.9**

# Attachment A

Board of Directors Meeting Minutes  
June 12, 2015  
Page 10 of 10

**15 REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION**

None per District Counsel Syren.

**16 ANNOUNCEMENT OF NEXT MEETING: FRIDAY, JUNE 26, 2015 AT 9:00 AM, SANTA CRUZ CITY COUNCIL CHAMBERS, 809 CENTER STREET, SANTA CRUZ, CA**

Vice Chair Dene Rotkin announced the next meeting as above.

**17 ADJOURNMENT**

Vice Chair Rotkin adjourned the meeting at 10:46A

Respectfully submitted,

Gina Pye  
Executive Assistant to the CEO

Pursuant to Section 54954.2(a)(1) of the Government Code of the State of California, this agenda was posted at least 72 hours in advance of the scheduled meeting at a public place freely accessible to the public 24 hours a day. The agenda packet and materials related to an item on this Agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the Santa Cruz METRO Administrative Office (110 Vernon Street, Santa Cruz) during normal business hours. Such documents are also available on the Santa Cruz METRO website at [www.scmtd.com](http://www.scmtd.com) subject to staff's ability to post the document before the meeting.

**DRAFT**

**8-03A.10**



# Attachment B



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
BOARD OF DIRECTORS SPECIAL MEETING MINUTES  
SPECIAL MEETING  
JUNE 17, 2015 – 7:30 AM  
SANTA CRUZ METRO ADMIN OF OFFICES  
110 VERNON STREET  
SANTA CRUZ, CA 95060**

A special meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District (METRO) was convened on Wednesday, June 17, 2015, at METRO's Admin Offices at 110 Vernon Street, Santa Cruz, California.

The Board Meeting Agenda Packet can be found online at [www.SCMTD.com](http://www.SCMTD.com) and is available for inspection at Santa Cruz METRO's Administrative offices at 110 Vernon Street, Santa Cruz, California.

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## **SECTION I: OPEN SESSION**

### **1 CALL TO ORDER**

The special meeting of the Board of Directors was called to order at 7:30A by Chair Bustichi.

### **2 ROLL CALL: The following Directors were present:**

<b>Director Ed Bottorff</b>	<b>City of Capitola</b>
<b>Director Dene Bustichi, Chair</b>	<b>City of Scotts Valley</b>
<b>Director Karina Cervantez</b>	<b>City of Watsonville</b>
<b>Director Cynthia Chase</b>	<b>City of Santa Cruz</b>
<b>Director Zach Friend</b>	<b>County of Santa Cruz</b>
<b>Director D. Norm Hagen</b>	<b>County of Santa Cruz Arrived 7:35A</b>
<b>Director Don Lane</b>	<b>City of Santa Cruz Arrived 7:33A</b>
<b>Director John Leopold</b>	<b>County of Santa Cruz</b>
<b>Director Bruce McPherson</b>	<b>County of Santa Cruz</b>

The following Directors were absent:

<b>Director Jimmy Dutra</b>	<b>City of Watsonville</b>
<b>Director Mike Rotkin, Vice Chair</b>	<b>County of Santa Cruz</b>
<b>Ex-Oficio Director Donna Blitzer</b>	<b>UC Santa Cruz</b>

### **STAFF PRESENT:**

Ciro Aguirre, COO  
Leslyn Syren, General Counsel

**DRAFT**

**8-03B.1**

# Attachment B

Board of Directors Meeting Minutes  
June 17, 2015  
Page 2 of 2

METRO EMPLOYEES AND MEMBERS OF THE PUBLIC WHO VOLUNTARILY INDICATED THEY WERE PRESENT (IN ALPHABETICAL ORDER) WERE:

Carolyn Derwing, SEA/SCMTD

Manny Martinez, PSA/SCMTD

### 3 ANNOUNCEMENTS

There were none

## AGENDA

### 4 REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION CONFERENCE WITH LABOR NEGOTIATORS

**Agency designated representatives:**

**Alex Clifford, CEO/GM (Ciro Aguirre, designee of Alex Clifford)**

**Leslyn K. Syren, General Counsel**

**Employee Organization:**

**UTU/SMART, Local 23**

Leslyn Syren, District Counsel, announced the topic to be discussed in the closed session.

Chair Bustichi opened the floor to public comment.

Eduardo Montesino, UTU representative, said the Bus and Van Operators had submitted an offer to help METRO with the current structural deficit.

Carolyn Derwing, SEA President, asked if the Board anticipated any announcements after the closed session. District Counsel Syren responded that she did not.

**The Board adjourned to Closed Session at 7:33A.**

**Chair Bustichi adjourned the meeting at 7:50A**

Respectfully submitted,

Gina Pye  
Executive Assistant to the CEO

**DRAFT**

**8-03B.2**



**DATE:** June 26, 2015  
**TO:** Board of Directors  
**FROM:** Alex Clifford, CEO  
**SUBJECT: ACCEPT AND FILE MINUTES FOR THE METRO ADVISORY  
COMMITTEE (MAC) MEETING OF MAY 20, 2015**

**I. RECOMMENDED ACTION**

**That the Board of Directors accept and file the minutes for the METRO  
Advisory Committee (MAC) meeting of May 20, 2015.**

**II. SUMMARY**

- Staff is providing minutes from the MAC meeting on May 20, 2015.
- Each month staff will provide the minutes from the previous MAC meeting.

**III. DISCUSSION/BACKGROUND**

The Board requested that staff include in the Board Packet minutes from previous MAC meetings. Staff is enclosing the minutes from these meetings as a mechanism of complying with this request.

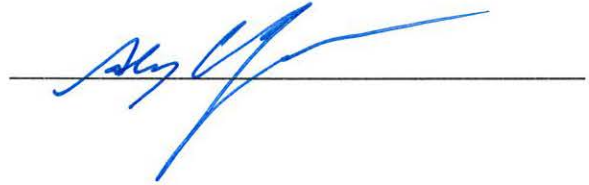
**IV. ATTACHMENTS**

Attachment A: Approved Minutes for the MAC meeting of  
May 20, 2015

Prepared By: Dawn Martin, Administrative Assistant

**V. APPROVALS:**

Alex Clifford, CEO/General Manager



# MINUTES

MAC MEETING OF MAY 20, 2015

## Attachment A



The METRO Advisory Committee (MAC) met on Wednesday, May 20, 2015 in the Pacific Station Conference Room located at 920 Pacific Avenue in Santa Cruz, California.

### 1 CALL TO ORDER

Chair, Veronica Elsea, called the meeting to order at 6:00 p.m.

#### ROLL CALL

##### MEMBERS PRESENT

Veronica Elsea, Chair  
Naomi Gunther, Vice-Chair  
Len Burns  
Donald "Norm" Hagen  
Niconia Keesaw

Joseph Martinez  
Donald Peattie  
Ernestina Saldana – arrived at 6:10 p.m.  
Becky Taylor

##### MEMBERS ABSENT

None

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

Ciro Aguirre, METRO  
Dawn Martin, METRO

Leslyn Syren, METRO  
Daniel Zaragoza, METRO

### 2 AGENDA ADDITIONS/DELETION

None

**6:10 pm – Ms. Saldana arrived**

### 3 ORAL/WRITTEN COMMUNICATION

Mr. Hagen stated that this was his last meeting as a MAC committee member, thanked the committee and will now be serving on the METRO Board of Directors. Committee members all congratulated Mr. Hagen, thanked him for his service on MAC and wished him well.

### 4 ACCEPT & FILE MINUTES FROM THE METRO ADVISORY COMMITTEE MEETING ON APRIL 1, 2015

MOTION: ACCEPT & FILE MINUTES FROM THE METRO ADVISORY COMMITTEE MEETING ON APRIL 1, 2015

MOTION: BURNS

SECOND: HAGEN

MOTION: CARRIED

ABSTENTION: GUNTHER

### 5 COMMUNICATIONS FROM METRO ADVISORY COMMITTEE

- Chair Elsea's letter addressed to the Board regarding structural deficit reductions proposal was distributed with the May 20, 2015 packet.

**8-04A.1**

# Attachment A

Minutes – METRO Advisory Committee

May 20, 2015

Page 2 of 4

## **6 BROWN ACT**

District Counsel Syren provided an overview of the Brown Act. Ms. Syren explained that all members have been appointed to an advisory committee of the Board of Directors of METRO, and as an advisory committee, they fall under the Brown Act. Every meeting requires an agenda to be posted 72 hours prior to meeting. Any items that are discussed should be agendaized on that agenda and meetings are open to the public. This is the basic framework of the Brown Act which has been in existence since the 1950s and provides transparency for local governments. MAC would not need to hold special or emergency meetings. This would only occur if the Board could not take action until MAC could give advice. MAC's meetings can be held any time or any place, unlike the Board who is required to adopt a meeting schedule that is set either by an ordinance, a resolution or their bylaws. Advisory committees are not governed by that same standard. MAC is not required to change their bylaws to set a meeting agenda, the times of the meetings or length of the meetings. MAC can meet as a group to change meeting dates or the location. MAC agenda items can be added by any committee member as long as they are directed to the Chair.

Ms. Syren also discussed committee members meeting with their appointing official. MAC members are not required to meet with their appointing official; they can meet anytime as long as they do not solicit votes. Committee members discussed seeing each other in groups outside of a MAC meeting. This is not a problem as long as members are not discussing items on the agenda; although it is best not to place yourselves in a situation where you have quorum in a public place and having to potentially answer questions from the public. Meeting with officials or supervisors to discuss your own opinion is not a violation of the Brown Act.

Committee brought up issues of straying off topic during meetings. It is the Chair's responsibility to bring the discussion back to topic, keep a checklist of items and suggest placing the items on a future agenda. This system will keep MAC transparent and from violating the Brown Act.

Question was raised regarding meeting the member's appointing official. Mr. Aguirre replied that sending a letter of introduction to the official, via the staff at 110 Vernon Street, would be acceptable.

## **7 DISCUSSION OF MAC MEETINGS START AND END TIMES**

The issue for discussion is directed at the meeting end time. METRO buses leave at 8:00 p.m. so many times Ms. Gunther would miss the bus and need to wait an hour for the next bus. Feedback from the community was also expressed that they were not attending the MAC meetings due to this schedule or did not want to leave the meeting early. Chair Elsea tries to end meeting roughly at 7:40 p.m. to alleviate this problem. Chair Elsea will work with Ms. Martin to incorporate a sentence on the agenda with reference to allowing MAC meeting attendees to leave in time to catch their buses.

Ms. Saldana reported that she arrived at METRO approximately at 6:05 p.m. due to a late bus, and could not find anyone to provide access to the meeting. Members had additional discussion of having a security guard remain until 6:10 p.m., or perhaps have signage indicating a cell phone number to call to allow members to join the meeting after it has begun.

**8-04A.2**

# Attachment A

Minutes – METRO Advisory Committee

May 20, 2015

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## **8 DISCUSSION OF TICKET VENDING MACHINE (TVM) STATUS**

No staff available to discuss.

Committee expressed concern that staff was not available to discuss the TVM status. Mr. Aguirre suggested reviewing the report similar to the ridership status and that Ms. Granados-Boyce will keep committee apprised, but would inquire if Ms. Granados-Boyce could attend next meeting.

Mr. Burns voiced concerns regarding the report in reference to himself and Chair Elsea approving the MAC standard. Mr. Burns is not comfortable saying that this machine meets ADA standards; this requires an expert. Chair Elsea indicated that more firmware updates are anticipated and will require testing. Unfortunately, the only way to test is to place money on a cash card in which she has already spent nearly \$200.00.

Also, Mr. Burns and Chair Elsea asked that if Ms. Granados-Boyce could no longer attend meetings, could they receive individual periodic email correspondence from her.

## **9 DISCUSSION OF RIDERSHIP – FIXED ROUTE**

No staff available to discuss.

Committee raised similar concerns with staff not available to report on ridership and also wanting to understand what changes are being discussed. Question was raised if Mr. Friedrich could report to MAC quarterly.

## **10 DISCUSSION REGARDING ATTENDANCE**

Mr. Hagen discussed concerns with MAC committee attendance during 2014 and the issue that there were four meetings that did not occur. Discussion continued regarding the number of vacancies that have varied over the years. Committee concurred that attendance has been better over the past year and MAC has had quorum at majority of meetings.

Discussion continued regarding how to advertise MAC, along with committee members' appointments and not always living in the district they represent.

## **11 COMMUNICATIONS TO THE SANTA CRUZ METRO CEO**

Request that Mr. Erich Friedrich attend the MAC meeting periodically with updates regarding:

- Route changes
- Bus Stop removal
- Strategies to improve on-time performance

## **12 COMMUNICATIONS TO THE SANTA CRUZ METRO BOARD OF DIRECTORS**

None

## **13 ITEMS FOR NEXT MEETING AGENDA**

Items to be discussed/for future agendas:

- Verbiage for Agenda Header to include information regarding departure time of MAC meeting
- Attendance
- Publicity and recruiting new members
- Changing meeting dates to accommodate Board meetings

**8-04A.3**

# Attachment A

Minutes – METRO Advisory Committee

May 20, 2015

Page 4 of 4

- Review of Bylaws
- Accessible Service Coordinator position and budget items

## **14 DISTRIBUTION OF VOUCHERS**

Vouchers were distributed

## **15 ADJOURNMENT**

Meeting adjourned at 7:54 p.m.

Respectfully submitted,  
Dawn Martin  
Administrative Assistant

**8-04A.4**





**DATE:** June 26, 2015  
**TO:** Board of Directors  
**FROM:** April Warnock, Paratransit Superintendent  
**SUBJECT: ACCEPT AND FILE THE METRO PARACRUZ OPERATIONS STATUS  
REPORT FOR APRIL 2015**

**I. RECOMMENDED ACTION**

**That the Board of Directors accept and file the Metro ParaCruz Operations Status Report for April 2015**

**II. SUMMARY**

- Summary review of monthly operational statistics for ParaCruz
- Summary of monthly operational information about ParaCruz

**III. DISCUSSION/BACKGROUND**

Comparing March 2015 statistics to April 2015, ParaCruz rides decreased by 687 rides. March 2015 had a record-breaking number of rides (9101) for any March historically.

Comparing April 2014 statistics to April 2015, ParaCruz rides decreased by 292 rides.

In April 2015, the cost of a ParaCruz ride dips down slightly, this is attributed to having 3 vacant Operator positions, with 2 newly hired Operators in training, not in revenue service quite yet.

METRO ParaCruz is the federally mandated ADA complementary paratransit program of the Santa Cruz Metropolitan 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.

**IV. FINANCIAL CONSIDERATIONS/IMPACT**

None

**V. ALTERNATIVES CONSIDERED**

Not applicable

## **VI. COORDINATION**

This staff report has been coordinated with statistics provided by the Finance and Fleet Departments. Additional data was provided by the Eligibility Coordinator.

## **VII. ATTACHMENTS**

**ATTACHMENT A:** ParaCruz On-time Performance Chart

**ATTACHMENT B:** Comparative Operating Statistics Tables for April

**ATTACHMENT C:** Number of Rides Comparison Chart and Data Table

**ATTACHMENT D:** Shared vs. Total Rides Chart and Data Tables

**ATTACHMENT E:** Mileage Comparison Chart and Mileage Data Tables

**ATTACHMENT F:** Monthly Assessments

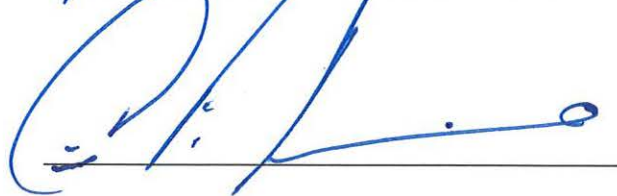
Prepared By: April Warnock, Paratransit Superintendent

**VIII. APPROVALS:**

April Warnock,  
Paratransit Superintendent



Ciro Aguirre, COO



Alex Clifford, CEO/General Manager



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# Attachment A

Board Meeting June 26, 2015

## ParaCruz On-time Performance Report

	<b>April 2014</b>	<b>April 2015</b>
Total pick ups	8717	8422
<b>Percent in “ready window”</b>	<b>94.43%</b>	<b>89.24%</b>
1 to 5 minutes late	2.07%	4.52%
6 to 10 minutes late	1.46%	2.55%
11 to 15 minutes late	.83%	1.53%
16 to 20 minutes late	.46%	.96%
21 to 25 minutes late	.31%	.65%
26 to 30 minutes late	.16%	.28%
31 to 35 minutes late	.11%	.08%
36 to 40 minutes late	.10%	.11%
41 or more minutes late (excessively late/missed trips)	.07%	.06%
<b>Total beyond “ready window”</b>	<b>5.57%</b>	<b>10.76%</b>

During the month of April 2015, ParaCruz received six (6) Customer Service Reports. Two (2) reports were compliments. Four (4) of the reports were not verifiable or valid.

In March of 2014, METRO ParaCruz received an upgrade to their scheduling software, Trapeze. The upgrade was needed to prepare Trapeze for the addition of Mobile Data Computers (MDC's) to the system, those installations happened in mid-May. July 2014 was the first full month of real-time data entered by Operators into the MDC's. Recognizing that data was manually entered previously, from handwritten manifests, by Operators and Reservationists, it is not surprising that there is a shift in the data being gathered and compiled. The 'on-time' statistics reflected utilizing the 'real-time' equipment reflects a lower level of 'on time' performance than previously realized, as shown in the chart above.

This more accurate data is providing staff the opportunity to focus on the late pick-ups and to work incrementally towards achieving a target of 95% in “ready window” with an initial goal of achieving 92% by the end of FY15.

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# Attachment B

Board Meeting June 26, 2015

## Comparative Operating Statistics through April 2015.

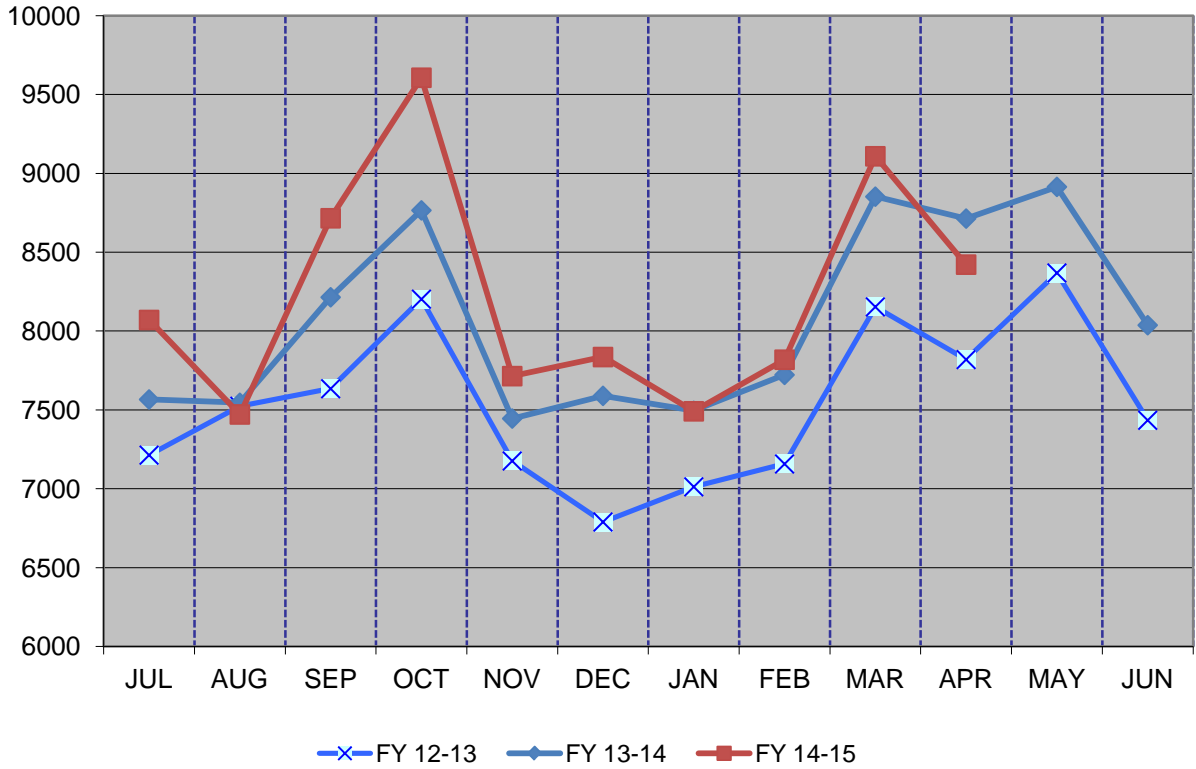
	<b>April 2014</b>	<b>April 2015</b>	<b>Fiscal 13-14</b>	<b>Fiscal 14-15</b>	<b>Performance Averages</b>	<b>Performance Goals</b>
Requested	9324	9319	85,453	88,694	8883	
Performed	8714	8422	79,895	82,252	8268	
Cancels	20.28%	20.94%	19.67%	20.74%	20.50%	
No Shows	3.3%	2.85%	2.95%	2.96%	3.01%	Less than 3%
Total miles	62,304	60,135	570,502	599,315	60,297	
Av trip miles	4.8	5.29	4.77	5.34	5.06	
Within ready window	94.43%	89.24%	95.26%	90.79%	91.11%	92.00% or better
Excessively late/missed trips	6	5	27	42	4.17	Zero (0)
Call center volume	6473	6496	N/A	13,332	6251	VOIP being UPDATED
Hold times less than 2 minutes	95.2	95.6%	N/A	95.6%	95.78%	Greater than 90%
Distinct riders	836	837	1780	1826	828	
Most frequent rider	60 rides	58 rides	440 rides	464 rides	59 rides	
Shared rides	65.9%	67.8%	64.4%	65.2%	65.03%	Greater than 60%
Passengers per rev hour	2.04	2.07	1.97	2.01	2.01	Greater than 1.6 passengers/hour
Rides by supplemental providers	7.7%	11.35%	9.92%	7.51%	6.37%	No more than 25%
Vendor cost per ride	\$24.48	\$23.82	\$24.02	\$24.30	\$24.51	
ParaCruz driver cost per ride (estimated)	\$30.20	\$26.30	\$30.20	\$30.64	\$29.86	
Rides < 10 miles	61.05%	65.38%	63.32%	63.69%	63.79%	
Rides > 10	38.95%	34.62%	36.68%	36.31%	36.21%	
Denied Rides	0	0	0	0	0	Zero

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# Attachment C

## NUMBER OF RIDES COMPARISON CHART



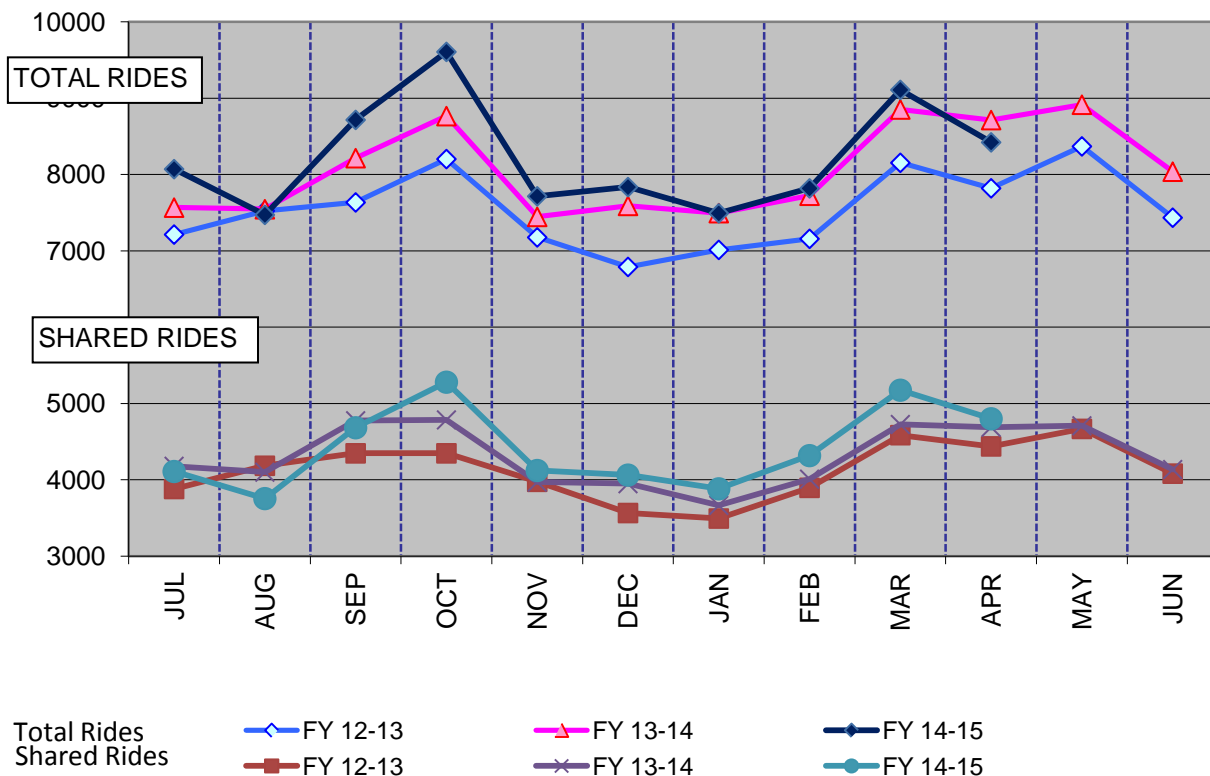
Data Table for Number of Rides performed monthly.

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
<b>FY 12-13</b>	3881	4185	4348	4348	3975	3566	3494	3896	4586	4439	4668	4082
<b>FY 13-14</b>	4179	4101	4775	4786	3971	3950	3666	4010	4726	4690	4709	4136
<b>FY 14-15</b>	4110	3755	4683	5280	4123	4063	3883	4318	5175	4801		

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# Attachment D

## TOTAL RIDES vs. SHARED RIDES



Data table for total number of rides provided.

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
<b>FY 12-13</b>	7214	7524	7635	8203	7177	6790	7013	7158	8154	7820	8369	7435
<b>FY 13-14</b>	7567	7546	8215	8766	7446	7590	7495	7723	8853	8714	8915	8038
<b>FY 14-15</b>	8071	7472	8716	9607	7715	7836	7492	7819	9109	8422		

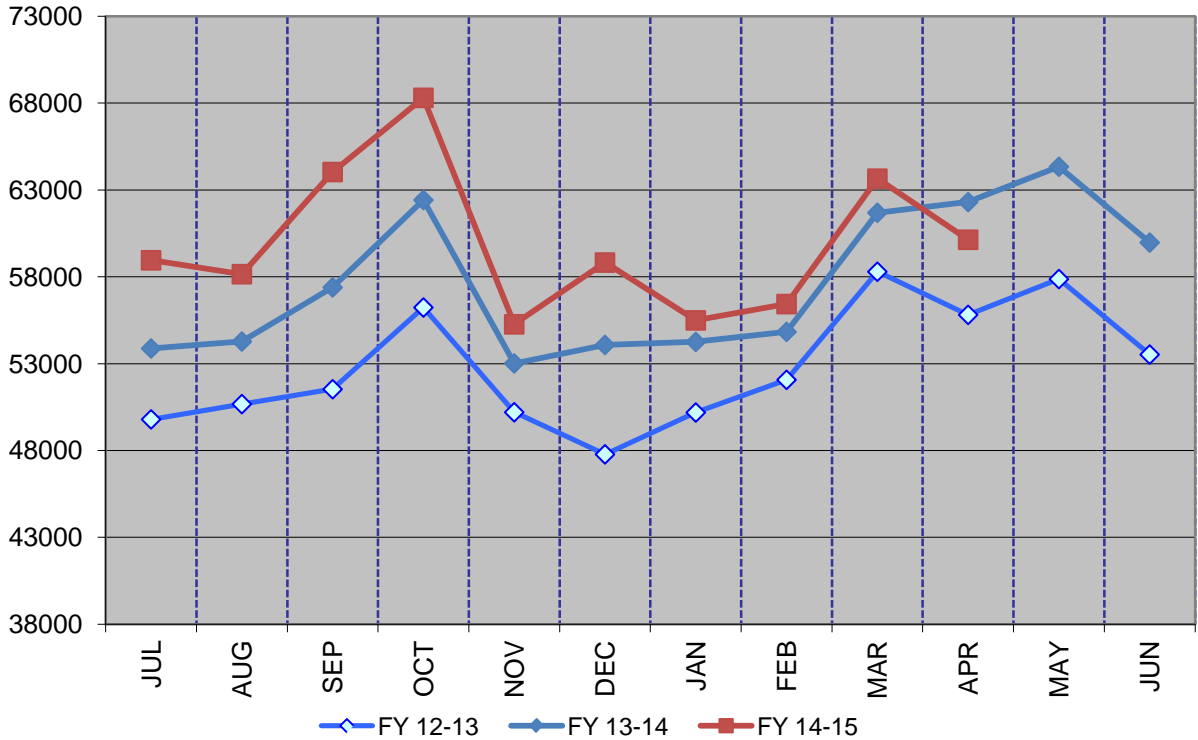
Data table for total number of shared rides provided.

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
<b>FY 12-13</b>	3881	4185	4348	4348	3975	3566	3494	3896	4586	4439	4668	4082
<b>FY 13-14</b>	4179	4101	4775	4786	3971	3950	3666	4010	4726	4690	4709	4136
<b>FY 14-15</b>	4110	3755	4683	5280	4123	4063	3883	4318	5175	4801		

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# Attachment E

## MILEAGE COMPARISON



Data table for monthly mileage

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
<b>FY 12-13</b>	49795	50675	51532	56236	50205	47783	50191	52073	58295	55814	57874	53528
<b>FY 13-14</b>	53878	54278	57391	62420	53017	54083	54255	54833	61690	62304	64339	59974
<b>FY 14-15</b>	58954	58154	64034	68305	55269	58823	55495	56434	63651	60135		

Data table for year-to-date mileage

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
<b>FY 12-13</b>	49795	100470	152002	208238	258443	306223	356414	408491	466786	522551	580425	633953
<b>FY 13-14</b>	53878	108156	165547	227877	280894	334976	<b>391682</b>	446515	508205	570509	634848	694822
<b>FY 14-15</b>	58954	117108	181142	249415	304685	363487	419053	475529	539180	599315		

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# Attachment F

Board Meeting June 26, 2015

## Monthly Assessments

	UNRESTRICTED	RESTRICTED CONDITIONAL	RESTRICTED TRIP BY TRIP	TEMPORARY	DENIED	TOTAL
MAY 2014	27	2	2	1	1	33
JUNE 2014	45	1	3	5	1	55
JULY 2014	32	3	3	2	1	41
AUGUST 2014	52	6	4	0	0	62
SEPTEMBER 2014	62	0	9	3	0	74
OCTOBER 2014	51	5	7	7	0	70
NOVEMBER 2014	34	0	2	4	1	41
DECEMBER 2014	89	3	2	2	0	96
JANUARY 2015	28	1	3	11	1	44
FEBRUARY 2015	34	0	2	5	0	41
MARCH 2015	35	0	3	1	0	39
APRIL 2015	52	1	0	0	0	53

Number of Eligible Riders for the month of April 2015 = 3795

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**DATE:** June 26, 2015  
**TO:** Board of Directors  
**FROM:** Carolyn Derwing, Schedule Analyst/Acting Planner  
**SUBJECT: ACCEPT AND FILE SANTA CRUZ METRO SYSTEM RIDERSHIP  
REPORTS FOR THE MONTH OF APRIL 2015**

## **I. RECOMMENDED ACTION**

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

## **II. SUMMARY**

- This report contains Ridership Summaries and Ridership Statistics for Santa Cruz Metropolitan Transit District's (METRO) fixed route bus service for the month of April 2015.
- System-wide ridership was up 5.6% in April 2015 compared to the same month in 2014.
- Year-to-date ridership totals for local fixed route service are up 4.2% as compared to 2014.
- Year-to-date ridership totals for the Highway 17 Express are up 3.9% as compared to 2014.
- Year-to-date ridership totals for UCSC are up by 7.7% as compared to 2014.
- Year-to-date totals for non-UCSC local ridership (ridership figures that do not include Hwy 17 or UCSC ridership) are up only 1.0% as compared to 2014.

## **III. DISCUSSION/BACKGROUND**

Ridership reports are prepared monthly in order to keep the Board of Directors apprised of METRO's ridership statistics and ridership trends. The attached Ridership Summaries and Ridership by Route report reflect ridership statistics for METRO's fixed route bus service for the month of April 2015.

Attachment "A" shows system-wide ridership statistics for April 2015 and compares them to April 2014. System-wide, April 2015 ridership was up 5.6% as compared to the same month in 2014. Local fixed route service was up 5.9% as compared to April 2014. Highway 17 Express service saw an increase of 1.0% in April 2015 as compared to April 2014. This is the seventh month in a row with ridership increases from the previous year.

This report also compares year-to-date totals for FY15 as compared to FY14. By the end of April, overall ridership for FY15 is up 4.2% compared to the same time period in FY14. Local fixed route is up by 4.2% for FY15 and Highway 17 is up

3.9% for FY15. Most of these increases in year-to-date totals are reflected in UCSC (7.7%) and Hwy 17 ridership (3.9%) with the rest of the local ridership remaining more flat (1.0%).

Attachment “B” shows UCSC ridership statistics for the month of April 2015 and compares them to the same month in 2014. UCSC experienced an overall increase in ridership of 9.9% for the month of April. This is the seventh month in a row with UCSC ridership increases from the previous year. The student ridership increase was in double digits at 10.6% but staff ridership did go down - staff ridership often decreases when student ridership hits very high levels. One of the reasons April 2015 ridership is comparatively so high is because last year there was a two day strike at UCSC – making last April’s ridership lower than normal.

This report also compares UCSC year-to-date totals for FY15 as compared to FY14. By the end of April 2015, UCSC ridership was up 7.7% as compared to 2014. The increase in overall student enrollment at UCSC is strongly reflected in an increase in UCSC ridership.

Attachment “C” shows weekday, Saturday and Sunday, ridership by route for the month of April 2015. Overall, monthly ridership was up 5.6% in April 2015 as compared to the same month in the previous year. The routes with the highest ridership for the month of April were the Route 16, the Route 71 and the Route 15. In April, UCSC routes (10, 12, 15, 16, 19, 20 and 20D) accounted for more than 53% of the total METRO ridership.

#### **IV. FINANCIAL CONSIDERATIONS/IMPACT**

Revenue derived from passenger fares and passes is reflected in the FY15 revenue. While year to date system-wide ridership is up, net passenger fare revenues are down when compared to budget. The adopted FY15 passenger fares budget was based on the FY14 passenger fares budget, plus a 3% increase, because actual year to date revenues were not yet available.

#### **V. ALTERNATIVES CONSIDERED**

There are no alternatives to consider.

#### **VI. ATTACHMENTS**

- Attachment A:** Monthly Ridership Summary for April 2015
- Attachment B:** Monthly UCSC Ridership Summary for April 2015
- Attachment C:** Monthly Ridership by Route Report for April 2015

Prepared By: Carolyn Derwing, Schedule Analyst/Acting Planner


**VII. APPROVALS:**

Tom Hiltner, Acting Planning and  
Grants Manager



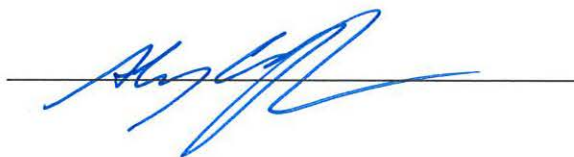
A handwritten signature in blue ink, appearing to read "Tom Hiltner", written over a horizontal line.

Approved as to fiscal impact:  
Angela Aitken, Finance Manager



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Alex Clifford, CEO/General Manager



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# Monthly Ridership Summary

APRIL 01, 2015 - APRIL 30, 2015

## Calendar Operating Days

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

## Bikes and Mobility Devices

	This Year	Last Year*
Bikes	20,514	19,598
Mobility Dev.	2,150	2,369

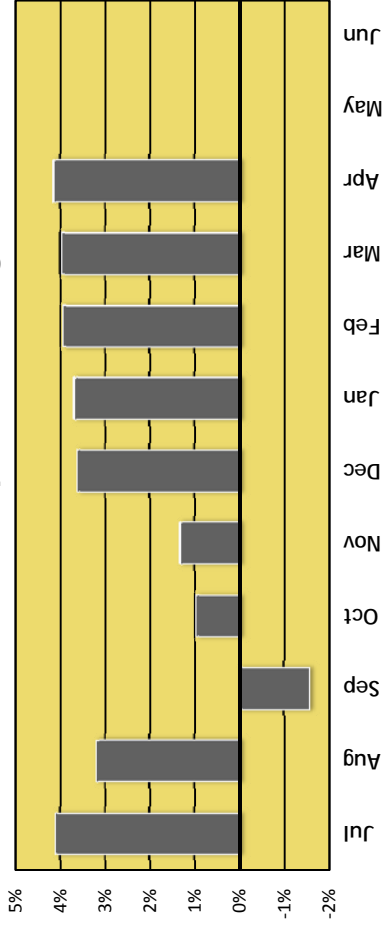
## Monthly System Totals

	Monthly Totals		
	This Year	Last Year*	Difference % Change
Local Fixed Route	553,097	522,438	30,659 5.9%
AMTRAK/Highway 17 Express	33,644	33,296	348 1.0%
<b>System Total</b>	<b>586,741</b>	<b>555,734</b>	<b>31,007 5.6%</b>

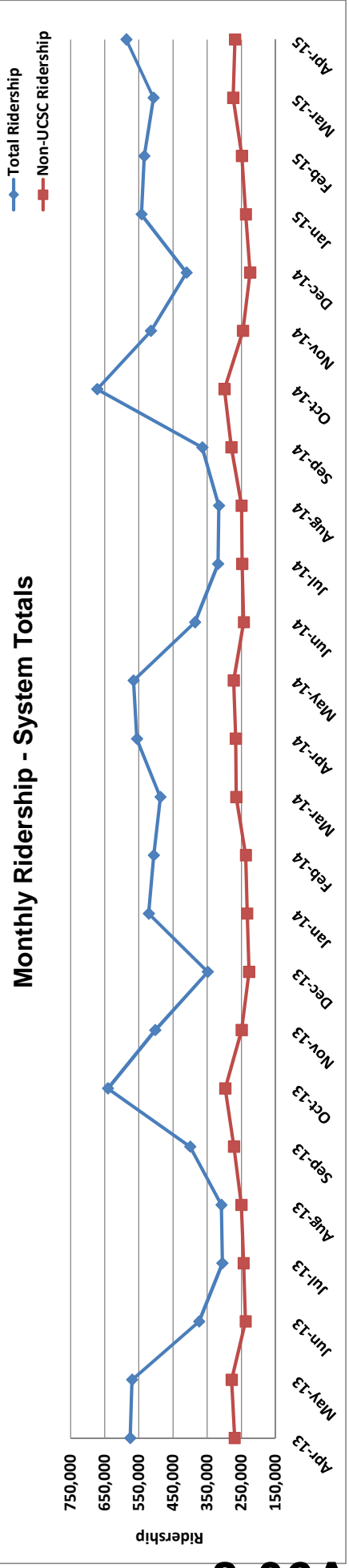
## System Daily Averages

	Weekdays			Saturday			Sunday		
	This Year	Last Year*	Difference % Change	This Year	Last Year*	Difference % Change	This Year	Last Year*	Difference % Change
Local Fixed Route	21,245	19,927	1,318 6.6%	11,991	11,795	196 1.7%	9,437	9,216	221 2.4%
AMTRAK/Highway 17 Express	1,230	1,222	9 0.7%	795	810	-15 -1.9%	850	795	55 7.0%
<b>System Total</b>	<b>22,475</b>	<b>21,149</b>	<b>1,326 6.3%</b>	<b>12,786</b>	<b>12,605</b>	<b>181 1.4%</b>	<b>10,287</b>	<b>10,011</b>	<b>276 2.8%</b>

## Total Ridership YTD % Change



## Monthly Ridership - System Totals



\*Previous year statistics may have been updated since last year's ridership report was produced

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# UCSC Ridership Summary

APRIL 01, 2015 - APRIL 30, 2015

## Calendar Operating Days

	This Year	Last Year	
School Term Days	22	22	
Weekdays	22	22	
Weekend Days	8	8	
<b>Total</b>	<b>\$413,295.84</b>	<b>\$363,369.89</b>	<b>\$49,925.95 13.7%</b>
Student Billing	\$18,928.48	\$19,110.74	-\$182.26 -1.0%
Staff Billing	\$6,049.89	\$8,583.75	-\$2,533.86 -29.5%
Route 20D Service	\$438,274.21	\$391,064.37	\$47,209.84 12.1%

## UCSC Revenue

## UCSC Monthly System Totals

	Monthly Totals			Year to Date Totals		
	This Year	Last Year*	% Change	This Year	Last Year*	% Change
Students	303,894	274,656	10.6%	2,064,706	1,907,868	8.2%
Staff & Faculty	13,918	14,445	-3.6%	127,730	127,764	0.0%
<b>Total</b>	<b>317,812</b>	<b>289,101</b>	<b>9.9%</b>	<b>2,192,436</b>	<b>2,035,632</b>	<b>7.7%</b>

## UCSC System Daily Averages

	School Term Days			Weekdays			Weekend Days		
	This Year	Last Year*	% Change	This Year	Last Year*	% Change	This Year	Last Year*	% Change
Students	11,731	10,544	11.3%	11,731	10,544	11.3%	5,728	5,335	7.4%
Staff & Faculty	577	593	-2.7%	577	593	-2.7%	153	175	-12.6%
<b>Total</b>	<b>12,308</b>	<b>11,137</b>	<b>10.5%</b>	<b>12,308</b>	<b>11,137</b>	<b>10.5%</b>	<b>5,881</b>	<b>5,511</b>	<b>6.7%</b>

**8-06B.1**

\*Previous year statistics may have been updated since last year's ridership report was produced

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Ridership by Route

Attachment C

APRIL 01, 2015 - APRIL 30, 2015

Route	Corridor	Weekday Ridership	Weekday Average	Saturday Ridership	Saturday Average	Sunday Ridership	Sunday Average	Monthly Ridership
3	Mission/Beach	3,383	154	251	63	186	47	3,820
4/4W	Harvey West/Emeline	3,806	173	95	24	131	33	4,032
8	Emeline	171	8					171
10	UCSC via High St.	35,138	1,597	2,377	594	2,416	604	39,931
12	UCSC East Side District	1,400	64					1,400
15	UCSC via Laurel West	55,320	2,515					55,320
16	UCSC via Laurel East	99,472	4,521	12,526	3,132	8,944	2,236	120,942
19	UCSC via Lower Bay	37,477	1,704	6,619	1,655	5,376	1,344	49,472
20	UCSC via West Side	20,484	931	4,644	1,161	3,097	774	28,225
20D	UCSC via West Side Supp.	18,506	841					18,506
30	Graham Hill/Scotts Valley	595	27					595
33	Lompico SLV/Felton Faire	361	19					361
34	South Felton	130	7					130
35/35A	Santa Cruz/Scotts Valley/SLV	31,313	1,423	3,640	910	2,864	716	37,817
40	Davenport/North Coast	1,846	84	109	27	98	25	2,053
41	Bonny Doon	1,418	64	74	19	38	10	1,530
42	Davenport/Bonny Doon	336	15	36	9	40	10	412
54	Capitola/Aptos/La Selva Beach	158	7	70	18	44	11	272
55	Rio Del Mar	3,335	152					3,335
56	La Selva Beach	551	25					551
66/66N	Live Oak via 17th	11,928	542	1,796	449	1,482	371	15,206
68	Like Oak via Broadway/Portola	8,858	403	1,257	314	926	232	11,041
69A	Capitola Road/Watsonville	17,901	814	2,556	639	2,066	517	22,523
69W	Cap. Road/Cabrillo/Watsonville	23,028	1,047	3,255	814	2,421	605	28,704
71	Santa Cruz to Watsonville	55,780	2,535	7,164	1,791	6,423	1,606	69,367
72	Corralitos	3,393	154					3,393
74	Ohlone Parkway/Rolling Hills	2,121	96	160	40	124	31	2,405
75	Green Valley Road	5,363	244	1,082	271	875	219	7,320
77	Civic Plaza / Pajaro	995	45					995
79	East Lake	2,140	97	252	63	195	49	2,587
91X	Santa Cruz/Watsonville Express	20,681	940					20,681
Hwy 17	Hwy 17 Express/AMTRAK	27,064	1,230	3,180	795	3,400	850	33,644
<b>Monthly Total</b>		<b>494,452</b>	<b>22,475</b>	<b>51,143</b>	<b>12,786</b>	<b>41,146</b>	<b>10,287</b>	<b>586,741</b>
<b>Previous Year*</b>		<b>465,271</b>	<b>21,149</b>	<b>50,421</b>	<b>12,605</b>	<b>40,042</b>	<b>10,011</b>	<b>555,734</b>
<b>% Change</b>		<b>6.3%</b>	<b>6.3%</b>	<b>1.4%</b>	<b>1.4%</b>	<b>2.8%</b>	<b>2.8%</b>	<b>5.6%</b>

\*Previous year statistics may have been updated since last year's ridership report was produced

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**DATE:** June 26, 2015  
**TO:** Board of Directors  
**FROM:** Thomas Hiltner, Acting Planning and Development Manager  
**SUBJECT: ACCEPT AND FILE STATUS REPORT OF ACTIVE GRANTS AND  
SUBMITTED GRANT PROPOSALS FOR JUNE 2015**

**I. RECOMMENDED ACTION**

**That the Board receives and files the monthly status report on grants and applications. This is for information only. No action is required**

**II. SUMMARY**

- Santa Cruz Metropolitan Transit District (METRO) relies upon grant funding for more than 30% of its FY15 operating revenue and 96% of its FY15 capital budget.
- A list of METRO's active grants (**Attachment A**) and a list of grant proposals for new funds (**Attachment B**) are provided monthly in order to apprise the Board of the status of grants funding.
- **Attachment C** is the outlook for future grant opportunities which METRO will monitor.
- METRO has active grant awards totaling \$45,210,192.
- METRO staff is developing new applications totaling \$4,539,569 for new projects.
- No action is required; this report is for information only.

**III. DISCUSSION/BACKGROUND**

METRO relies upon grant funding for more than 30% of its FY15 operating revenue and 96% of its FY15 capital funding. The Transportation Development Act (TDA), State Transit Assistance (STA) and the Federal Transit Administration (FTA) annually allocate funds by formula while others, such as the Monterey Bay Unified Air Pollution Control District's AB2766 Motor Vehicle Emissions Reduction Program and the California Department of Transportation (Caltrans) discretionary planning grants, are competitively awarded based on merit. METRO relies on both formula and discretionary grant revenue to support its operating and capital budgets.

This staff report is to apprise the Board of Directors of active grants funding for current projects, applications for new funds and foreseeable opportunities for future grants. **Attachment A** lists all of METRO's active grants with the award

amount, the remaining balance and the status of the projects funded by the grant. **Attachment B** lists METRO's open grant applications with a brief description, source and status of proposed projects. **Attachment C** is a list of future grant opportunities anticipated to arise based upon previous grant-seeking and current legislation.

#### **IV. FINANCIAL CONSIDERATIONS/IMPACT**

Active grant awards for operating and capital projects total \$45,210,192, an increase of approximately \$50,000 from May due to the award of FTA 5310 Elderly and Disabled grant to purchase a new ParaCruz vehicle.

The unspent balance of active grants is \$27,550,240, a decrease of approximately \$2.3 million from May due to SCCRTC payments on the FY15 TDA operating assistance grant and project progress payments for Pacific Station redesign. Please see **Attachment A**.

Current grant applications request \$4,539,569, an increase of approximately \$3.1 million from May due to the addition of applications for the FY15 FTA 5307 Urbanized Area Formula Funds (\$2.7 million) and two new applications for the Air District AB 2766 discretionary program to construct an electric vehicle charging station and a new electric driver relief vehicle. Please see **Attachment B**.

**Attachment C** lists funding sources for which METRO can reasonably anticipate future grant solicitations. METRO staff is particularly focused on suitable capital funding programs to purchase rolling stock and to renovate transit centers in Watsonville and Santa Cruz. There are no new sources of operating assistance on the horizon.

#### **V. ALTERNATIVES CONSIDERED**

This is for information only and there are no alternatives to consider.

#### **VI. ATTACHMENTS**

<b>Attachment A:</b>	METRO Active Grants as of June13, 2015
<b>Attachment B:</b>	METRO Grant Applications as of June13, 2015
<b>Attachment C:</b>	METRO Future Grant Opportunities as seen on June13, 2015

**VII. APPROVALS:**

Thomas Hiltner, Acting Planning  
and Development Manager



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Approved as to form:  
Leslyn K. Syren, District Counsel



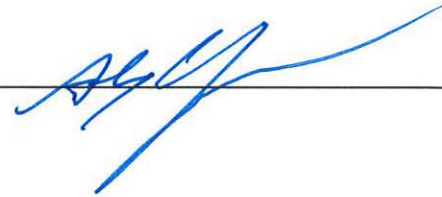
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Approved as to fiscal impact:  
Angela Aitken, Finance Manager



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Alex Clifford, CEO/General Manager



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# Attachment A

Santa Cruz METRO  
Active Grants as of June 13, 2015

#	Grant	Description	\$ Grant Awarded	\$ Grant Balance	Local Share	Grant Status
1	FY15 Cal-OES Transit Security Grant Program Expiration: 3/31/18	Comprehensive Security and Surveillance	\$ 440,505	\$ 440,505	\$ -	Received Notice of Project Eligibility on 3/11/15. \$ Grant Balance as of 5/13/15.
2	FY13 Cal-OES Transit Security Grant Program Expiration: 3/31/16	Comprehensive Security and Surveillance	\$ 440,505	\$ 279,477	\$ -	Funds are being used to complete the LMR project and for fencing and gates at MetroBase \$ Grant Balance as of 5/13/15.
3	FY12 Cal-OES Transit Security Grant Program Expiration: 9/30/15	Comprehensive Security and Surveillance	\$ 440,505	\$ 440,505	\$ -	Requested 1-year extension to complete all projects. \$ Grant Balance as of 5/13/15.
4	FY 11/12 Proposition 1B - State and Local Partnership Program (SLPP) Expiration: 12/11/15	CTC	\$ 5,812,000	\$ 1,728,416	\$ 1,728,416	Proposition 1B (2006) funds in the SLPP are used exclusively to pay the Lewis C. Nelson contract. LCN is installing interior partitions, exterior installation, installing curb, drain and sidewalk. Grant Balance as of 5/13/15.
5	FY10 - 13 PTMISEA funds (Public Transportation Modernization, Infrastructure and Service Enhancement Act) Expiration: 6/30/17	MetroBase development, Judy K. Souza Operations Facility	\$ 12,010,147	\$ 7,985,259	\$ -	PTMISEA funds through FY13 are for the MetroBase JKS Operations Facility including the temporary operating facility. \$ Grant Balance as of 5/13/15.

# Attachment A

Santa Cruz METRO  
Active Grants as of June 13, 2015

#	Grant	Description	\$ Grant Awarded	\$ Grant Balance	Local Share	Grant Status
6	FY15 PTMISEA Award/Payment received December 2014 Expiration: 6/30/2020	Funds allocated to Pacific Station subject to Board approval.	\$ 5,949,126	\$ 5,949,126	-	METRO received the second advance payment from Caltrans 4/14/15.
7	Pacific Station Design Engineering FTA 5309 Expiration: None	Contract architectural and engineering services for Pacific Station expansion and renovation	\$ 396,000	\$ 114,909	\$ 28,727	<b>Group 4, METRO, the City of Santa Cruz and Devcon Construction acknowledge interest in continuing collaborative development of an expanded transit oriented village. Group 4 will present the project status 6/26/15 for BOD consideration. Grant Balance as of 6/15/15.</b>
8	Pacific Station Design Engineering FTA 5309 Expiration: 9/30/15	Contract architectural and engineering services for Pacific Station expansion and renovation	\$ 490,000	\$ 120,431	\$ 30,108	<b>Group 4, METRO, the City of Santa Cruz and Devcon Construction acknowledge interest in continuing collaborative development of an expanded transit oriented village. Group 4 will present the project status 6/26/15 for BOD consideration. Grant Balance as of 6/15/15.</b>
9	FY14 FTA 5304 Planning Internship Expiration: 8/31/16	Hire a student intern to gain experience in public transit planning.	\$ 40,281	\$ 31,970	\$ 3,667	Caltrans awarded Internship grant 8/13/13 for \$40,281. Interns are supporting Planning Department staff as directed. \$ Grant Balance as of 5/13/15.



# Attachment A

Santa Cruz METRO  
Active Grants as of June 13, 2015

#	Grant	Description	\$ Grant Awarded	\$ Grant Balance	Local Share	Grant Status
10	FY14 Caltrans FTA 5304 Planning Grant Expiration: unknown	METRO assistance to RTC Passenger Rail Study	\$ 18,000	\$ 16,270	\$ -	RTC pass-through from Caltrans \$250,000 feasibility study. SCCRTC presented the Final report to the BOD on 6/12/15. \$ Grant Balance as of 5/13/15.
11	2014 Regional Surface Transportation Program (RSTP) Expiration: 6/30/15	Mainline Routes Run-Time Recalibration	\$ 30,000	\$ 15,385	\$ -	Project began on 3/17/14. Planning staff collected data, recalibrated run-times, produced new route timepoints and schedules for service beginning 7/10/15. Staff will present the final report 6/26/15. \$ Grant Balance as of 5/13/15.
12	2014 Surface Transportation Improvement Program (STIP) Expiration: 2/21/18	ParaCruz Van Replacements	\$ 345,000	\$ 345,000	\$ 86,000	Procurement contracted 4 ParaCruz vehicles with delivery anticipated in July 2015. \$ Balance as of 5/13/15.
13	FY15 TDA/STA Operating Assistance Expiration: None	FY15 TDA/STA Operating Assistance.	\$ 9,246,726	\$ 531,590	\$ 531,590	<b>RTC Resolution approved TDA/STA claim on 5/1/14 for operating revenue. RTC paid the FY15 TDA fourth quarter receipts to METRO in June. \$ Grant Balance as of 6/16/15.</b>
14	FY16 TDA/STA Operating Assistance Expiration: None	FY16 TDA/STA Operating Assistance.	\$ 9,209,643	\$ 9,209,643	\$ 9,209,643	RTC Resolution approved TDA/STA claim on 5/7/15 for operating revenue. \$ Grant Balance as of 5/13/15.

# Attachment A

Santa Cruz METRO  
Active Grants as of June 13, 2015

#	Grant	Description	\$ Grant Awarded	\$ Grant Balance	Local Share	Grant Status
15	FY14 FTA 5311 Rural Area formula Operating Assistance Award Anticipated: September 2014	Operate Rural Service in Santa Cruz County	\$ 212,267	\$ 212,267	\$ 275,112	METRO submitted an invoice for reimbursement 4/8/15 and is awaiting payment which will complete the project.
16	FY14 Caltrans FTA 5304 Planning Grant Expiration: 6/30/17	Comprehensive system-wide Operational Assessment - route restructuring.	\$ 74,749	\$ 74,749	\$ 9,684	Grant was awarded 5/28/14 as a Downtown Circulator Study. METRO revised the scope of work and released a request for bids for the comprehensive operational assessment. Contract Award anticipated for August. \$ Grant Balance as of 5/13/15.
17	FY15 Caltrans FTA 5304 Planning Grant pass-through to METRO. Expiration: 3/3/17	METRO assistance to RTC User-Oriented Transit Travel Planning Project.	\$ 4,338	\$ 4,338	\$ -	SCCRTC will reimburse METRO staff up to \$4,338 for a maximum 100 staff hours for technical assistance. \$ Grant Balance as of 5/13/15.
18	FY15/16 Caltrans FTA 5310 Senior and Disabled Individuals Mobility Program	Purchase One ParaCruz Expansion Van for Elderly/Disabled program beyond ADA requirements.	\$ 50,400	\$ 50,400	\$ 12,600	CTC awarded METRO \$50,400 to purchase one ParaCruz vehicle. Awaiting contract from Caltrans.
		Total	\$ 45,210,192	\$ 27,550,240	\$ 11,915,547	

# Attachment B

Santa Cruz METRO  
Applications as of June 13, 2015

#	Application Date	Grant	Description	\$ Grant	Local Share	Funding Source	Status of Award
1	3/29/2014	FY15 FTA 5307 Operating Assistance Expiration: 9/30/18	Urbanized Area operating assistance	\$ 2,739,049	\$ -	FTA 5307 Urbanized Area Formula Funds	Due to continued litigation between DOL and California PEPRAs legislation, METRO is submitting the application for 1/2 the est. available amount for the service complete prior to the PEPRAs waiver expiration.
2	3/15/2014	2013 FTA 5339 Formula Funds Application due 7/3/15	Rolling Stock	\$ 1,146,023	\$ 229,204	FTA 5339/Caltrans	Staff is finalizing the project list for multiple projects including non-revenue vehicles and infrastructure improvements. Procurement has collected bid estimates for the application. \$Grant Balance as of 5/13/15.
3	1/15/2014	FY14 Cal-OES Transit Security Grant Award Anticipated: October 2014	Comprehensive Security and Surveillance	\$ 440,505	\$ -	FY14 Prop 1B CTSGP funds from Cal-OES	Received Notice of Project Eligibility on 1/27/14. This is an advance payment grant.
4	4/15/2015	FY15 Low Carbon Transit Operations Program (Cap & Trade) Award Anticipated 6/30/15	Add customer service and ADA eligibility offices to the Watsonville Transit Center.	\$ 182,694	\$ -	FY15 Cap & Trade	NOT FUNDED. METRO staff are exploring a final alternative to save the money through a transfer and repay agreement with Monterey-Salinas Transit.
5	6/26/2015	Purchase non-revenue electric vehicles Application due Date: 6/26/15	Electric non-revenue vehicles.	\$ 31,298	\$ -	AB2766 - Vehicle registration fees	Application in progress.

# Attachment B

Santa Cruz METRO  
Applications as of June 13, 2015

#	Application Date	Grant	Description	\$ Grant	Local Share	Funding Source	Status of Award
6	6/26/2015	Construct electric vehicle Charging Station Application due Date: 6/26/15	Charging Station at MetroBase	\$400,000	\$ -	AB2766 - Vehicle registration fees	Application in progress.
			Total	\$ 4,539,569	\$ 229,204		

# Attachment C

Santa Cruz METRO  
Future Grant Opportunities June 13, 2015

#	Project	Description	Grant Amount	Local Share	Funding Source
1	2015 FTA 5339 Formula Funds Application due 6/20/16	Rolling Stock	\$ 573,011.50	\$ -	FTA FY15 5339 Formula Allocation (assumed)
2	Purchase non-revenue electric vehicles Application est. due Date: 6/25/16	Electric non-revenue vehicles.	~ \$27,000 maximum request	\$ -	AB2766 - Vehicle registration fees
3	Electric Vehicle infrastructure Application est. due Date: 6/25/16	Charging stations and TBD.	~ \$400,000 maximum request	\$ -	AB2766 - Vehicle registration fees
4	FY16 Operating Assistance Application est. due Date: 6/30/2016	FTA Urbanized Area Operating Assistance Formula	~\$5,000,000	~\$5,000,000	FTA 5307 program
5	Build affordable housing at Pacific Station or near Watsonville Transit Center Application est. due Date: 4/30/2017	Watsonville Transit Center and/or Pacific Station development.	~\$5,000,000 Discretionary funds ~\$200,000,000 Statewide	\$ -	Cap & Trade: Affordable Housing and Sustainable Communities Program
6	FY16 Low Carbon Transit Operators Program new project TBD Application est. due Date: 2/1/2016	TBD	\$ 370,000.00	\$ -	SB 862 Low Carbon Transit Operations Program
7	Pacific Station construction Application est. due Date: 6/5/2016	Construction funding to build a mixed-use, transit-oriented development at Pacific Station	\$ 25,000,000.00	\$ 4,200,000	US DOT TIGER program
8	Transit Security Projects Application est. due Date: 3/15/2016; 3/15/2017	Comprehensive Security and Surveillance at all METRO facilities	\$ 881,010.00	\$ -	Proposition 1B California Transit Security Program
9	Bus Stop Improvements Application est. due Date: 6/1/2016	Continue access and infrastructure upgrades to bus stops system-wide.	250,000 - \$300,000	\$ -	Caltrans 2016 Active Transportation Program (Cycle 3)

# Attachment C

Santa Cruz METRO  
 Future Grant Opportunities June 13, 2015

#	Project	Description	Grant Amount	Local Share	Funding Source
10	ParaCruz Vehicles and Equipment Application est. due Date: 12/15/2015	Purchase revenue paratransit vehicles and associated computers, radios and accessibility equipment for ParaCruz.	250,000 - \$300,000	\$ -	Caltrans 5310 Mobility Improvement Program
11	Electric Buses Application est. due Date: 9/30/2016	Purchase electric buses and associated charging infrastructure for revenue service.	\$2,000,000 - \$5,000,000	\$ -	California Energy Commission



**DATE:** June 26, 2015  
**TO:** Board of Directors  
**FROM:** Liseth Guizar, Safety, Security and Risk Manager  
**SUBJECT: CONSIDERATION OF THE ADOPTION OF CHAPTER 8 TO TITLE I OF  
THE SANTA CRUZ METRO ADMINISTRATIVE CODE – RISK  
MANAGEMENT POLICY**

## **I. RECOMMENDED ACTION**

**That the Board adopt a resolution to add Chapter 8 to Title I of the Santa Cruz METRO Administrative Code.**

## **II. SUMMARY**

- The Santa Cruz Metropolitan Transit District (METRO) is a Program 2 member of the California Transit Insurance Pool (CalTIP) with a self-insured retention of \$250,000. Under Program 2, METRO administers its own claims valued under \$250,000.
- On January 16, 1996, the Board of Directors adopted Administrative Regulation 1007 (AR-1007) titled Risk Management Procedures. AR-1007 describes the responsibilities of the Risk Management Department and provides guidelines on the adjusting and settlement of METRO's self-administered claims.
- METRO has created an Administrative Code to codify policies enacted by the Board of Directors. Staff requests that the board adopt the proposed amendments to the Risk Management Policy so that it reflects more fully the current responsibilities and practices of the Risk Management operations.

## **III. DISCUSSION/BACKGROUND**

METRO is a Program 2 member of the California Transit Insurance Pool (CalTIP) with a self-insured retention of \$250,000. As a Program 2 member, METRO administers its own claims under the direction of the Risk Manager.

METRO has self-administered its own claims for decades and has developed professional expertise in the administration and settlement of claims. This enables METRO to reduce the risk of accidental loss and settle claims in a cost-effective manner. Due to this expertise and the excellent training and safety programs provided by METRO's Safety and Training Coordinator, the majority of the claims filed against METRO are minor in nature and often involve property damage or loss.

On January 16, 1996, the Board of Directors adopted Administrative Regulation 1007 (AR-1007) titled Risk Management Procedures. At that time, the Risk Management function was headed by METRO's District Counsel under the Legal Department. In 2014, the Risk Department was reinstated as its own department and the Risk Manager was charged with oversight of the department.

The Risk Management function has changed significantly since 1996 as technology and claims management procedures have evolved. Due to the changes in procedures and the shift of the Risk Management function into the Risk Department, it is necessary to update the current policy.

This policy separates the Risk Management procedures from the policy and shifts the settlement authority from the Legal Department to the Risk Department. In addition, it establishes the CEO/General Manager's authority to settle claims and lawsuits at an amount not to exceed fifty-thousand dollars (\$50,000) and allows him to initiate litigation on behalf of METRO in instances where the recovery sought does not exceed \$50,000.

#### **IV. FINANCIAL CONSIDERATIONS/IMPACT**

There are no financial considerations at this time.

#### **V. ALTERNATIVES CONSIDERED**

- Do nothing is an alternative, but staff does not recommend this action, as the current Risk Management regulations are outdated and some of its functions are obsolete.

#### **VI. ATTACHMENTS**

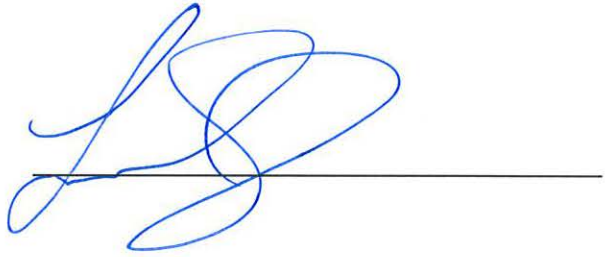
**Attachment A:** Resolution adopting Chapter 8 to Title I of the Santa Cruz METRO Administrative Code

Prepared By: Liseth Guizar, Safety, Security and Risk Manager



**VII. APPROVALS:**

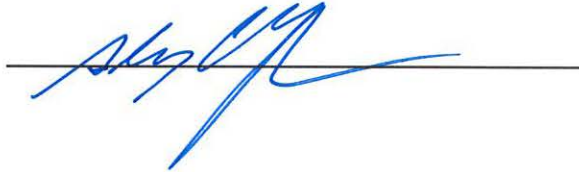
Liseth Guizar  
Safety, Security and Risk Manager



Approved as to form:  
Leslyn K. Syren, District Counsel



Alex Clifford, CEO/General Manager



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# Attachment A

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

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

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

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

The Following Resolution is Adopted: \_\_\_\_\_

### ADOPTION OF CHAPTER 8 TO TITLE I OF THE SANTA CRUZ METRO ADMINISTRATIVE CODE

**WHEREAS**, the Santa Cruz Metropolitan Transit District (METRO) has a self-insured retention under the California Transit Insurance Pool (CalTIP) Program 2 and as such administers its own claims; and

**WHEREAS**, on January 16, 1996, the METRO's Risk Management Procedures (AR-1007) were established to direct the administration of claims; and

**WHEREAS**, in 2014, the Risk Department was re-established as an independent department, thus requiring the transfer of settlement authority to the Risk Manager; and

**WHEREAS**, the Risk Management Procedures have been amended to designate the Risk Manager as the responsible employee with authority to settle claims and lawsuits up to an amount not to exceed \$10,000, to grant the CEO/General Manager authority to settle claims and lawsuits up to an amount not to exceed \$50,000, and to grant the CEO/General Manager the authority to initiate litigation on behalf of METRO in instances where the recovery sought does not exceed \$50,000;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT**, that it hereby resolves, determines and orders as follows:

1. The Risk Management Procedures (AR-1007) previously adopted are hereby rescinded.
2. The Risk Management Policy attached and labeled "Exhibit A" is hereby adopted, including appendices labeled:
  - a. "Appendix A" - Claim Form;
  - b. "Appendix B" - Recommended Action Form;
3. Any future administration of claims or lawsuits shall be consistent with the Risk Management Policy adopted by this resolution.

# Attachment A

PASSED AND ADOPTED by the Board of Directors of the Santa Cruz Metropolitan Transit District on June \_\_\_\_\_, 2015, by the following vote:

AYES: DIRECTORS –

NOES: DIRECTORS –

ABSTAIN: DIRECTORS –

ABSENT: DIRECTORS –

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DENE BUSTICHI  
Chairperson

ATTEST:

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ALEX CLIFFORD  
CEO/General Manager

APPROVED AS TO FORM:

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LESLYN K. SYREN  
District Counsel

# Attachment A

**EXHIBIT A, SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
RESOLUTION NO. \_\_\_\_\_**

## **RISK MANAGEMENT POLICY**

(Attached)

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# Appendix A

## Claim for Damages Against the Santa Cruz Metropolitan Transit District

Please submit claim and supporting documentation to:

**Santa Cruz Metropolitan Transit District (METRO), Risk Department, 110 Vernon Street, Santa Cruz, CA 95060**

Untimely or insufficient (incomplete) claims will be returned.

**\* = Required    \*\* = Required if known**                      Please print or type clearly

<p><b>1. *Claimant's Name and Street Address:</b></p> <p>Name: _____</p> <p>Address: _____</p> <p>City: _____ State: _____ Zip: _____</p> <p style="text-align: center;">Telephone Numbers:</p> <p>Home: _____ Cell: _____</p>	<p><b>2. *Send Official Notices and Correspondence to:</b></p> <p>Name: _____</p> <p>Address: _____</p> <p>City: _____ State: _____ Zip: _____</p> <p style="text-align: center;">Telephone Numbers:</p> <p>Home: _____ Cell: _____</p>														
<p><b>3. *Medicare Reporting</b></p> <p><b>Are you presently, or have you ever been, enrolled in Medicare Part A or B?</b> Yes <input type="checkbox"/> or No <input type="checkbox"/></p> <p><b>IF YES</b> please provide the following information- Medicare Claim Number: _____</p> <p>Date of Birth: _____ Social Security Number: _____ Gender: M <input type="checkbox"/> or F <input type="checkbox"/></p>															
<p><b>4. Incident Information</b></p> <p>*Date of Incident: _____ **Time of Incident: _____ (AM/PM) **Location: _____</p> <p>Weather Conditions: _____ Bus Number: _____ Route: _____</p> <p>**Name or ID of METRO Employee who allegedly caused injury or loss: _____</p>															
<p><b>5. Witnesses involved:</b></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%; text-align: center;">Name</th> <th style="width: 40%; text-align: center;">Address</th> <th style="width: 30%; text-align: center;">Telephone:</th> </tr> </thead> <tbody> <tr> <td>1) _____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>2) _____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>3) _____</td> <td>_____</td> <td>_____</td> </tr> </tbody> </table>		Name	Address	Telephone:	1) _____	_____	_____	2) _____	_____	_____	3) _____	_____	_____		
Name	Address	Telephone:													
1) _____	_____	_____													
2) _____	_____	_____													
3) _____	_____	_____													
<p><b>6. *Amount Claimed</b>- Property damage or loss and method of computation. Attach supporting documentation (see instructions)</p> <table style="width: 100%; border-collapse: collapse;"> <tr><td>_____</td><td style="text-align: right;">\$ _____</td></tr> <tr><td>_____</td><td style="text-align: right;">\$ _____</td></tr> <tr><td>_____</td><td style="text-align: right;">\$ _____</td></tr> <tr><td>_____</td><td style="text-align: right;">\$ _____</td></tr> <tr><td>_____</td><td style="text-align: right;">\$ _____</td></tr> <tr><td>_____</td><td style="text-align: right;">\$ _____</td></tr> <tr><td style="text-align: right;"><b>Total Amount Claimed:</b></td><td style="text-align: right;"><b>\$ _____</b></td></tr> </table> <p><b>IF amount claimed over \$10,000, check the following:</b></p> <p>Limited (up to \$25,000) <input type="checkbox"/>      Unlimited (over \$25,000) <input type="checkbox"/></p>	_____	\$ _____	_____	\$ _____	_____	\$ _____	_____	\$ _____	_____	\$ _____	_____	\$ _____	<b>Total Amount Claimed:</b>	<b>\$ _____</b>	<p style="text-align: center;"><b>METRO USE ONLY:</b></p> <p>Claim # _____</p> <p>Date Received (date stamp): _____</p>
_____	\$ _____														
_____	\$ _____														
_____	\$ _____														
_____	\$ _____														
_____	\$ _____														
_____	\$ _____														
<b>Total Amount Claimed:</b>	<b>\$ _____</b>														

# Appendix A

## Claim for Damages Against the Santa Cruz Metropolitan Transit District

**7. \*Basis of Claim:** State in detail the facts and circumstances of the incident. Identify all persons, entities and property involved. State why you believe METRO is responsible for the alleged injury, property damage or loss (use a separate sheet of paper if necessary).

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**8. \*Description of Claimant's Injury, Property Damage or Loss:**

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**9. \*SIGNATURE**

\_\_\_\_\_

Claimant or Representative's Signature

\_\_\_\_\_

Print Name

\_\_\_\_\_

Date

**CRIMINAL PENALTY FOR PRESENTING A FALSE OR FRAUDULENT CLAIM IS IMPRISONMENT OR FINE OR BOTH (PENAL CODE §72)**

**Additional Information:**

If claim is for **property damage**, please include the following documentation:

- Vehicle registration (if applicable)
- Two repair estimates





# Appendix A

A COMPLETED CLAIM FORM AND SUPPORTING DOCUMENTATION MUST BE FILED WITH THE  
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT, RISK DEPARTMENT, 110 VERNON STREET, SANTA CRUZ, CA 95060

## INSTRUCTIONS FOR FILING A CLAIM

Failure to complete the required sections of the Claim Form will delay the processing of your claim and may result in the return or denial of your claim.

- 1. Claimant's Name, Address and Telephone-** State the full name, mailing address, and telephone numbers of the person claiming personal injury, damage or loss.
- 2. Official Notices and Correspondence-** Provide the name, mailing address, and telephone numbers of the person to whom all official notices and other correspondence should be sent, if other than claimant. This official contact person can be the claimant or a representative of the claimant. If this section is completed, all official notices and correspondence will be sent to the person listed.
- 3. Medicare Reporting-** If you are a Medicare recipient, provide your date of birth, social security number, Medicare claim number (if any). The Federal Government requires METRO to report settlements for present or future medical care. This information will be kept confidential and only shared with the Federal Government. METRO is unable to process payment without this information (Section 111 of the Medicare, Medicaid and SCHIP Extension Act of 2007).
- 4. Incident information-** Provide the following information:
  - **Date of Incident-** State the exact month, day, and year of the incident giving rise to the claim
  - **Time of Incident-** State the exact time, including A.M. or P.M., of the incident giving rise to the claim.
  - **Location of Incident of Accident-** Include the city and exact street address or intersection where the incident occurred.
  - **Name, Badge Number** of the METRO employee(s) who allegedly caused the injury or property damage, the bus number and route number (if known).
- 5. Witness information:** State the names, addresses, and telephone numbers of any persons who witnessed the incident. Attach list of additional names if necessary.
- 6. Amount Claimed-** State the total amount of money you claim in damages. Provide a breakdown of each item of damages and how that amount was computed. You may include future, anticipated expenses or losses. Please attach copies of all bills, receipts and repair estimates. If the claim involves property damage, please provide two repair estimates. The Government Code provides that if the claim is for less than \$10,000, the claimant must state the total amount claimed and the basis of this computation. If the claim exceeds \$10,000, no dollar amount need be provided, but the claimant must indicate the applicable court jurisdiction. Limited civil jurisdiction cases are those involving damages under \$25,000; unlimited civil jurisdiction cases are those involving damages of \$25,000 or more.
- 7. Basis of Claim-** State in detail all facts supporting your claim, including all facts and circumstances of the incident, all alleged injuries, property damage and loss, all persons, entities and property involved, and why you believe METRO is responsible for the alleged injury, property damage or loss. In the appropriate section, provide the
- 8. Description of Injury, Property Damage or Loss-** Provide in full detail a description of the injury, property damage or loss that allegedly resulted from the incident. If claimant's vehicle was involved, provide the make, model, mileage, and year. You may attach additional material.
- 9. Signature of Claimant or Representative-** Please sign and date. Print name of signatory and relationship to claimant. The claim must be signed by the claimant or by the official representative of the claimant. Claims for death or injury to persons or damage to personal property must be filed within six months after the incident giving rise to the claim. All other claims must be filed within one year. Personal service of claims can be accomplished during regular business hours, Monday through Friday (excluding holidays).

**QUESTIONS? PLEASE CONTACT METRO'S CLAIMS REPRESENTATIVE AT (831) 420-2564**

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# Appendix B

## GOVERNMENT TORT CLAIM

### RECOMMENDED ACTION

TO: Board of Directors

FROM: Liseth Guizar, Safety, Security and Risk Manager

RE: Claim of: \_\_\_\_\_ Received: \_\_\_\_\_ Claim #: \_\_\_\_\_  
Date of Incident: \_\_\_\_\_ Occurrence Report No.: \_\_\_\_\_

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 \_\_\_\_\_ Date: \_\_\_\_\_  
Liseth Guizar  
Safety, Security and Risk Manager

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I, \_\_\_\_\_, 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 \_\_\_\_\_.

By \_\_\_\_\_ Date: \_\_\_\_\_  
Executive Assistant to CEO

Attachment(s)

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**DATE:** June 26, 2015  
**TO:** Board of Directors  
**FROM:** Erich R. Friedrich, Senior Transportation Planner  
**SUBJECT: REPORT ON RUNTIME RECALIBRATION GRANT FUNDED PROJECT**

## **I. RECOMMENDED ACTION**

**That the Board of Directors receive a report on the findings of the Runtime Recalibration project.**

## **II. SUMMARY**

- Santa Cruz Metropolitan Transit District (METRO) staff collected and analyzed data on the runtimes of METRO's main line routes (Routes 71, 69A, 69W, 91X) using Regional Surface Transportation Program (RSTP) funds.
- The data analysis indicated that the on-time performance of the main line routes ranges from 85% on time to 45% on-time.
- Planning, Operations, and UTU Local 23 members developed schedule changes in the Summer 2015 bid to improve on-time performance.
- METRO Staff recommends that the Board of Directors accept and file the report on the Runtime Recalibration project.

## **III. DISCUSSION/BACKGROUND**

### *Background*

The 2013 Short Range Transit Plan stated that METRO's on-time performance ranked far below the industry standards. To remedy this deficiency, METRO applied for and received \$30,000 from the Santa Cruz Regional Transportation Commission's Regional Surface Transportation Program (RSTP) to collect data and propose schedule changes to improve on-time performance of METRO's routes 71, 69A, 69W, and 91X.

The two point check survey campaigns were conducted in February and April. Lasting four weeks each, surveyors alternated surveying either the AM or the PM peak pull outs and marked the time each bus stopped or passed by their assigned time point location. The surveys collected over 6800 data points

across 465 bus trips which resulted in 12 – 20 data points per time point for each bus trip.

The data collected not only showed staff the actual runtimes from the start and end points of each mainline route, but also showed the actual passing times between key time points along the route. This effort allowed staff to accurately distribute the new runtimes along the route as new schedules were being developed.

### *Key Findings*

On-time performance is defined as arriving between 0 and 5 minutes late to a scheduled arrival. The major key finding in analyzing the data was that 40% of peak time trips of METRO's mainline routes are over 5 min late in arriving at a scheduled time point. On some routes buses arrived up to 28 minutes late to their scheduled time point. The below table depicts the overall on-time performance of the mainline routes during peak periods:

<b>Route and Direction</b>	<b># of trips collected</b>	<b># of trips +5 min late</b>	<b>On Time %</b>
<b>Rte 71 Northbound</b>	90	42	53%
<b>Rte 71 Southbound</b>	115	63	45%
<b>Rte 69A Northbound</b>	24	10	58%
<b>Rte 69A Southbound</b>	21	6	72%
<b>Rte 69W Northbound</b>	40	10	75%
<b>Rte 69W Southbound</b>	40	19	53%
<b>Rte 91X Northbound</b>	75	11	85%
<b>Rte 91X Southbound</b>	60	22	63%

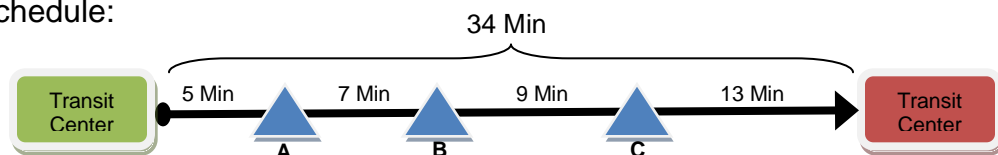
### *Schedule Adjustments*

Using the data collected METRO staff partnered with UTU Local 23 to make significant adjustments to the weekday schedules of the main line routes. This was a collective effort spanning several months, utilizing the data in hand and the “real world” experiences from bus operators. This collaboration between the Planning Department and bus operators directly lead the Summer 2015

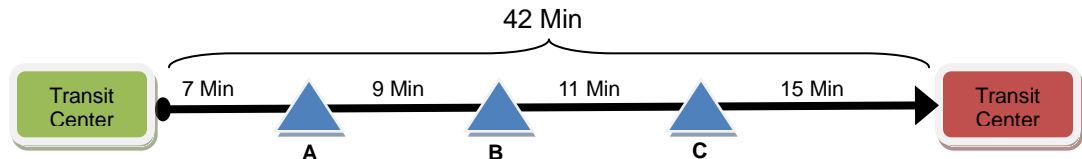
bid development, where METRO will deploy new schedules for Routes 71, 69a, 69W, and 91X starting July 2, 2015 to improve on-time performance.

This recalibrated service did not change the departure times from the transit centers. Instead, the new schedules have recalibrated passing times between time points for every trip. For example the passing time between the Capitola Mall and Cabrillo College for a Route 69W increased from 17 minutes to 20 minutes. That change plus several others of a similar nature resulted in an overall increase in running time. The model diagram below demonstrates the changes made:

Old schedule:



New Schedule:



METRO Staff, in conjunction with UTU, will continue to find innovative ways to monitor on-time performance and keep the fixed route schedules as accurate as possible.

Staff recommends that the Board of Directors accept and file this report.

#### IV. FINANCIAL CONSIDERATIONS/IMPACT

This action closes out the Runtime Recalibration project funded with RSTP grant funds through the Regional Transportation Commission. The total amount of funding awarded for this project was \$30,000. Costs associated with the service changes for the Summer 2015 bid were incorporated into the Operations Department FY16 Budget in the amount of \$35,000.

#### V. ALTERNATIVES CONSIDERED

- Do not accept the report. This is not recommended because an accepted report by the Board of Directors is required to close out the grant funded project.

## **VI. ATTACHMENTS**

**Attachment A:** Map of Point Check Survey Locations

Prepared By: Erich R. Friedrich, Senior Transportation Planner  
Carolyn Derwing, Acting Planner / Schedule Analyst



APPROVALS:

Thomas Hiltner,  
Acting Planning and Development Mgr.



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Approved as to form:  
Leslyn K. Syren, District Counsel



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Approved as to fiscal impact:  
Angela Aitken, Finance Manager



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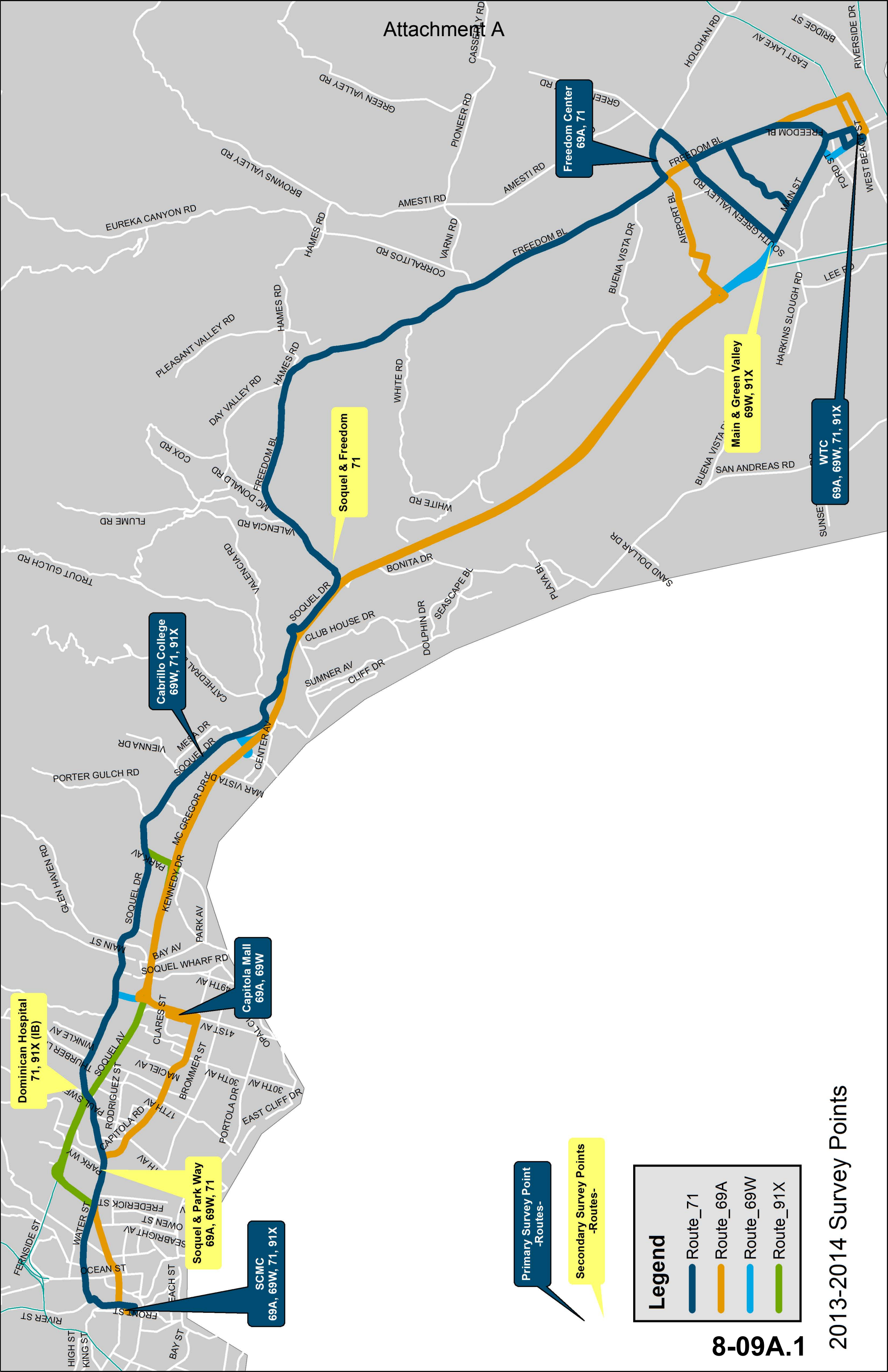
Alex Clifford, CEO/General Manager



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# Attachment A



**Legend**

- Route\_71
- Route\_69A
- Route\_69W
- Route\_91X

Primary Survey Point  
-Routes-

Secondary Survey Points  
-Routes-

8-09A.1

2013-2014 Survey Points

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**DATE:** June 26, 2015  
**TO:** Board of Directors  
**FROM:** Leslyn K. Syren, District Counsel  
**SUBJECT: CONSIDERATION OF THE ADOPTION OF A RESOLUTION TO RATIFY THE BOARD'S DECISION ON MAY 8, 2015 TO ISSUE A REQUEST FOR PROPOSALS TO SECURE A PROFESSIONAL SERVICES CONTRACT TO DEVELOP A SYSTEMWIDE BUS SERVICE RESTRUCTURING PLAN**

### **I. RECOMMENDED ACTION**

**That the Board of Directors adopt a Resolution to issue a Request for Proposals (RFP) to secure a professional services contractor to provide METRO assistance in the development of a systemwide service restructuring plan.**

### **II. SUMMARY**

- At the Board's May 8, 2015 meeting, the Board approved that the CEO/GM proceed with an RFP to secure professional services for the development of a systemwide service restructuring plan.
- At the time the Board approved the RFP, it did not adopt a Resolution of the Board to issue the RFP. This action would codify the Board's previous actions by way of a resolution, as required by METRO's Procurement Policy and Procedures.

### **III. DISCUSSION/BACKGROUND**

Santa Cruz Metropolitan Transit District's (METRO) Procurement Policy requires that the Board of Directors approve the issuance of an RFP for these services via a Resolution. This action is primarily administrative as the Board's action on May 8, 2015, has already authorized the CEO/GM to issue an RFP for consultant services to provide assistance with the proposed development of a systemwide service restructuring plan.

Title II, Section 1.402 of the Administrative Code provides:

For a PROCUREMENT expected to be awarded for an amount equal to or greater than the amount set out in Section 1.302 for a CONTRACT for PUBLIC WORKS, NONPROFESSIONAL SERVICES or PROFESSIONAL SERVICES, a written IFB or RFP must be prepared and thereafter authorized for issuance by either the BOARD or the GENERAL MANAGER or his/her designee prior to its release. BOARD approval for

the release of the IFB or RFP is required if the resulting contract would require BOARD approval...

It is anticipated that the resulting contract award for these consultant services will be above the CEO/GM's authority and require Board approval to award. As such, the Board must authorize the procurement via formal action.

**IV. FINANCIAL CONSIDERATIONS/IMPACT**

The Board of Directors approved this action at the May 8, 2015 meeting; this action is merely administrative and will have no additional financial impact.

**V. ALTERNATIVES CONSIDERED**

An alternative to this action would be to do nothing; however, staff does not recommend inaction. The Board has approved its own Procurement Policy, compliance with the same is necessary to assure consistency.

**VI. ATTACHMENTS**

**Attachment A:** Resolution of the Board of Directors to Issue an RFP

Prepared By: Leslyn K. Syren, District Counsel

**VII. APPROVALS:**

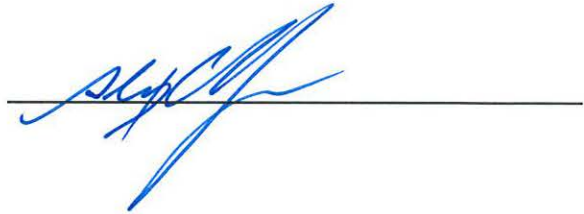
Approved as to form:  
Leslyn K. Syren, District Counsel



Approved as to fiscal impact:  
Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager



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

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

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

**RESOLUTION AUTHORIZING THE SECRETARY/GENERAL MANAGER**  
**TO SOLICITE PROPOSALS FOR**

**WHEREAS**, the Santa Cruz Metropolitan Transit District has a need for (list services or project description);

**BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT AS FOLLOWS:**

THAT, the Chief Executive Officer/General Manager is authorized to issue an Request for Proposals (RFP) for the services described above; and

THAT, the RFP is approved for release, pursuant to the provisions of the Santa Cruz METRO's Procurement Policy.

**PASSED AND ADOPTED** this 26th day of June, 2015, by the following vote:

**AYES:** Directors -

**NOES:** Directors -

**ABSTAIN:** Directors -

**ABSENT:** Directors -

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

DENE BUSTICHI

Board Chair

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

ALEX CLIFFORD

CEO/General Manager

**APPROVED AS TO FORM:**

\_\_\_\_\_  
LESLYN K. SYREN

District Counsel

**8-10A.1**

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**DATE:** June 26, 2015  
**TO:** Board of Directors  
**FROM:** Leslyn K. Syren, District Counsel  
**SUBJECT: CONSIDERATION OF ADOPTING A RESOLUTION AMENDING SANTA CRUZ METRO'S FARE ORDINANCE NO. 84-2-1, TO INCLUDE APPROVED BOARD ACTIONS FROM THE APRIL 10, 2015 AND MAY 22, 2015 PUBLIC HEARINGS**

**I. RECOMMENDED ACTION**

**That the Board of Directors Adopt a Resolution to Amend Santa Cruz METRO's Fare Ordinance No. 84-2-1**

**II. SUMMARY**

- Santa Cruz Metropolitan Transit District (METRO) is faced with a structural deficit in which the recurring operating expenses exceed recurring revenue.
- Staff evaluated options to both decrease Paratransit operating expenses and increase Paratransit and Hwy 17 Express farebox revenue.
- Public Hearings were held on April 10, 2015 and May 22, 2015, regarding fare restructuring of the Hwy 17 Express, establishment of premium fares for Paratransit Service, and to discuss service alterations to ParaCruz service.
- This action seeks to codify as an Amendment to Fare Ordinance No. 84-2-1, the fare changes and service modifications approved and adopted by the Board of Directors at the two Public Hearings.
- Staff recommends that the Board of Directors adopt the proposed Resolution codifying the Amendments to Fare Ordinance 84-2-1, effective September 10, 2015. This action does not reopen the public hearing, but rather this is a ministerial action by the Board to amend its fare ordinance to reflect the decisions made at the April 10, 2015 and May 22, 2015 meetings.

**III. DISCUSSION/BACKGROUND**

The Santa Cruz Metropolitan Transit District is faced with a structural deficit. Current projections indicate that METRO will run through its reserves midway through FY17. At its January 23, 2015 Board Meeting, the Board directed staff to conduct several public meetings and give presentations to the local city councils and various advisory bodies. METRO staff held five Board workshops and conducted thirteen public outreach meetings on the structural deficit and the need to reduce operating costs and increase operating revenues.

Public Hearings were held before the Board of Directors on April 10, 2015 and May 22, 2015, to receive public comments on the proposed fare restructuring for Hwy 17 Express, and fare and service restructuring for ParaCruz service. At the conclusion of the public hearings, the Board approved the following actions:

- Restructure fares on the Highway 17 Express.
- Realign ParaCruz service to METRO's fixed route service.
- Align ParaCruz service with Fixed Route service to the Lompico and South Felton areas during non-school terms.
- Inactivate ParaCruz service on Memorial Day, Fourth of July, and Labor Day holidays.
- Modify the ParaCruz fare structure from \$2 one way trip to \$4 to \$6 one-way trip, depending on the number of transfers required for a fixed route trip.
- Activate a premium fare of \$16.00 for the re-dispatching of a ParaCruz vehicle.
- Institute a ParaCruz premium fare of \$8.00 for each will-call return ride. \*Dialysis patients will be exempt from this premium fare.

Staff has prepared a Resolution that amends the current fare ordinance and memorializes the service changes adopted by the Board.

#### **IV. FINANCIAL CONSIDERATIONS/IMPACT**

Staff projects that the Highway 17 Fare Restructuring will increase recurring farebox revenues by \$265K to \$337K per year.

The implementation of alignment of the Paratransit service with the fixed route schedule will expand a scheduler's ability to group rides together more effectively and save an estimated \$320K per year in operating costs. Furthermore, it is expected that most Paratransit riders will schedule their rides to allow extra time in order to avoid paying for a will-call return when it is not essential. Staff also believes that most paratransit riders will strive to avoid having a second vehicle dispatched for them when they missed their initial ride, as they will not want to pay the premium fare.

#### **V. ALTERNATIVES CONSIDERED**

- The Board may elect to not amend its fare ordinance. Staff does not recommend this option as it is a requirement of the law in order to implement these fare changes.

#### **VI. ATTACHMENTS**

**Attachment A:** Resolution Amending Santa Cruz METRO's Fare Ordinance No. 84-2-1 to provide for Fare and Service Restructuring of Highway 17 Express Service and ParaCruz Services

Prepared By: Rickie-Ann Kegley, Paralegal  
Leslyn Syren, District Counsel

**VII. APPROVALS:**

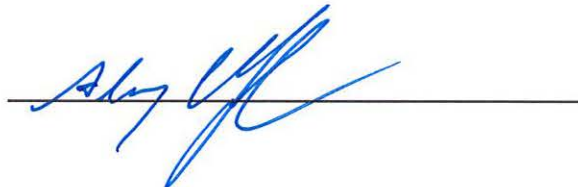
Approved as to form:  
Leslyn K. Syren, District Counsel



Approved as to fiscal impact:  
Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager



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# Attachment A

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

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

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

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

The Following Resolution is Adopted: \_\_\_\_\_

### **A RESOLUTION OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT ESTABLISHING AMENDMENTS TO FARE ORDINANCE NO. 84-2-1 TO PROVIDE FARE RESTRUCTURING OF HIGHWAY 17 EXPRESS, AND PREMIUM FARES FOR PARATRANSIT SERVICE**

**WHEREAS**, it is favorable to the SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (“Santa Cruz METRO” herein after) to maintain bus fares and transit service that are both economical and accessible to the public; and

**WHEREAS**, Santa Cruz METRO is faced with a structural deficit in which the recurring operating expenses exceed recurring revenue.

**WHEREAS**, Public Hearings were held on April 10, 2015 and May 22, 2015, to consider the fare restructuring of the Highway 17 Express and establish a fare structure for premium fares for Paratransit Service, and discuss additional changes to Paratransit service, as noted below;

**WHEREAS**, Santa Cruz METRO’s Board of Directors adopted Fare Ordinance No. 84-2-1, as Amended; and

**WHEREAS**, Santa Cruz METRO’s Board of Directors approved these recommendations at the Public Hearings on April 10, 2015 and May 22, 2015;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT**, that:

1. Fares shall be implemented as consistent with the Amendments to Ordinance No. 84-2-1 as set forth in Appendix A to this Resolution, effective on September 10, 2015.
2. ParaCruz service shall be aligned with the Santa Cruz METRO fixed route service.
3. Except as provided in item 2 above, ParaCruz services shall be provided to the Lompico (Route 33) and South Felton (Route 34) during non-school terms.
4. The CEO/GM shall notify the public of the fare and service changes in a manner that provides sufficient notification prior to the effective date of September 10, 2015.

# Attachment A

## ATTACHMENT A

PASSED AND ADOPTED by the Board of Directors of the Santa Cruz Metropolitan Transit District on June 26, 2015, by the following vote:

AYES: DIRECTORS –

NOES: DIRECTORS –

ABSENT: DIRECTORS –

ABSTAIN: DIRECTORS –

---

DENE BUSTICHI  
Board Chair

ATTEST:

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ALEX CLIFFORD  
CEO/General Manager

APPROVED AS TO FORM:

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LESLYN SYREN  
District Counsel



# Appendix A

## ORDINANCE NO. 84-2-1 As Amended

### AN ORDINANCE OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT ESTABLISHING SCHEDULE FOR BUS FARES

Be it enacted by the Board of Directors of the Santa Cruz Metropolitan Transit District as follows:

#### SECTION I: FARE SCHEDULE - SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

##### B. AMTRAK/Highway 17 Express Service

Fare/Pass	Current	Effective 9/10/15
Regular Cash Fare (One Way)	5.00	<b>7.00</b>
Discount Bus Fare-Older Adult/Individual with Disability*	2.50	<b>3.50</b>
Regular Day Pass	10.00	<b>14.00</b>
• with exchange of Discount SCMTD Day Pass	7.00	<b>11.00</b>
• with exchange of SCMTD Day Pass	4.00	<b>8.00</b>
• with exchange of VTA Day Pass	4.00	<b>8.00</b>
• with exchange of Discount VTA Pass	7.50	<b>11.50</b>
• with exchange of VTA Youth Day Pass	5.00	<b>9.00</b>
• with display of paper VTA Express Day Pass	2.00	<b>2.00</b>
AMTRAK/Hwy 17 Express – 5-Day Pass	42.00	<b>Removed</b>
AMTRAK/Hwy 17 Express – 15-Ride Pass (NEW)	(NEW)	<b>94.50</b>
AMTRAK/Hwy 17 Express – 31-Consecutive Day Pass	113.00	<b>145.00</b>
Regular Day Pass with CalTrain Monthly Pass (2-Zone minimum)	4.00	<b>Removed</b>

\* To obtain Discount Fare, passenger must produce a Santa Cruz METRO Photo I.D. Card or other approved identification. Please refer to AR-1028 for more information regarding discount fares.

##### C. Paratransit Service

Fare/Pass	Current	Effective 9/10/15
Regular Paratransit “Base Fare” (One Way)	2.00	<b>4.00</b>
Additional one-way charge (for equivalent fixed route transfer of 1 or more buses) *Not to exceed \$6 for a one-way trip.	---	<b>6.00</b>
Will-Call Returns ( <i>*Dialysis patients will be exempt from this fee</i> )	---	<b>8.00</b>
Re-dispatch of vehicle for Rider who missed their ride	---	<b>16.00</b>

# Appendix A

Ordinance No 84-2-1  
Page Two

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Ordinance No. 84-2-1 of the Santa Cruz Metropolitan Transit District is hereby amended as set forth above and shall become effective on September 10, 2015.



**DATE:** June 26, 2015  
**TO:** Board of Directors  
**FROM:** Robyn D. Slater, Human Resources Manager  
**SUBJECT: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A CONTRACT EXTENSION WITH ALLIANT INSURANCE SERVICES, INC. FOR EXCESS WORKERS' COMPENSATION INSURANCE, INCREASING THE CONTRACT TOTAL BY \$194,770**

## **I. RECOMMENDED ACTION**

**That the Board of Directors authorize the CEO to execute a contract extension exercising the 3<sup>rd</sup> and final option with the Alliant Insurance Services, Inc. for Excess Workers' Compensation Insurance administered by California State Association of Counties Excess Insurance Authority (CSAC EIA), increasing the contract total by \$194,770 for the premium and broker fee for the additional one-year period, for a new contract not-to-exceed of \$762,751.**

## **II. SUMMARY**

- The Santa Cruz Metropolitan Transit District (METRO) uses workers' compensation excess insurance from CSAC EIA. Alliant Insurance Services, Inc. is the broker that METRO is required to use when contracting services with CSAC EIA.
- METRO's contract with Alliant will expire on June 30, 2015.
- The estimated premium for Excess Workers' Compensation Insurance is \$189,770 for the next year, with a broker fee of \$5,000. The premium is based on METRO's claim experience in past years.
- CSAC EIA and Alliant Insurance Services, Inc. have performed their duties very well under this contract, and therefore a one-year contract extension with the requested premium and broker fee is recommended.
- Staff recommends that the Board approve the contract extension with Alliant Insurance Services, Inc. for Excess Workers' Compensation Insurance, which will be administered by CSAC EIA.

## **III. DISCUSSION/BACKGROUND**

METRO has an insurance policy for individual worker's compensation claims exceeding \$350,000 from the California State Association of Counties Excess Insurance Authority (CSAC EIA) using Alliant Insurance Services, Inc. as broker. The contract with Alliant was established on July 1, 2011 for a two-year period,

with three optional one-year extensions. The current contract is due to expire on June 30, 2015. Per Robyn D. Slater, Human Resources Manager, over the past year the quality of service provided by CSAC EIA and Alliant Insurance Services, Inc. has been very good. The estimated premium proposed for the next one-year term is \$189,770, with a broker fee of \$5,000.

Staff recommends that METRO exercise the third and final option for a one-year contract extension with Alliant Insurance Services, Inc. for an amount not to exceed \$194,770, which covers both the estimated premium and the broker fee. Staff further recommends that the Board of Directors authorize the CEO to sign a one-year contract extension on behalf of METRO. Robyn D. Slater, Human Resources Manager, will continue to serve as the Contract Administrator and will ensure contract compliance.

#### **IV. FINANCIAL CONSIDERATIONS/IMPACT**

The estimated premium for the coming year has increased by \$21,140 from last year's estimated premium. The broker fee has decreased by \$2,500. The premium increase is based on METRO's claim experience, the pool experience, and METRO's payroll costs.

This contract currently has a total not to exceed of \$567,981. Additional funds in an amount of \$194,770 are requested for approval at this time. The new contract total not to exceed would be \$762,751.

The annual costs (premium + broker fees + any audited adjustment to premium) for the last three years were:

- FY13: \$102,653
- FY14: \$152,319
- FY15: \$205,879

Funds to support this contract are paid out of operating expenses from the G/L Account 502081, Workers' Compensation. Costs are billed to departments based on number of employees in the department.

#### **V. ALTERNATIVES CONSIDERED**

- Do not extend this contract. Staff does not recommend this option, as METRO is legally obligated to provide Workers' Compensation Insurance to its employees. As this is the final option to extend this contract, METRO will be going out to bid for these services within the next year.

**VI. ATTACHMENTS**

- Attachment A:** Renewal letter from Alliant Insurance Services, Inc.  
**Attachment B:** Third Amendment to the Contract with Alliant Insurance Services, Inc.

Prepared By: Joan Jeffries, Administrative Assistant  
Robyn D. Slater, Human Resources Manager

**VI. APPROVALS:**

Robyn D. Slater, HR Manager



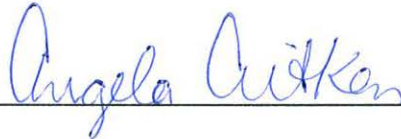
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Approved as to form:  
Leslyn K. Syren, District Counsel




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Approved as to fiscal impact:  
Angela Aitken, Finance Manager



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Alex Clifford, CEO/General Manager



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# Attachment A



## CSAC EXCESS INSURANCE AUTHORITY (CSAC EIA) EXCESS WORKERS' COMPENSATION PROGRAM 2015/2016 PROPOSAL

<b>COVERED PARTY</b>	Santa Cruz Metropolitan Transit District	
<b>COVERAGE TERM</b>	July 1, 2015 to July 1, 2016	
<b>COMPANIES AFFORDING COVERAGE</b>	CSAC Excess Insurance Authority with reinsurance and excess insurance provided by (see attached)	
<b>COVERAGE PROVIDED</b>	Workers' Compensation and Employers' Liability	
<b>LIMITS (See attached)</b>	\$ 5,000,000	Employers' Liability Statutory Workers' Compensation
	Limits are eroded by allocated claims expense	
<b>RETENTION</b>	\$ 350,000	per occurrence
	Self-insured retention is eroded by allocated claims expense	
<b>MAJOR EXCLUSIONS (Including but not limited to)</b>	<ul style="list-style-type: none"><li>• Punitive or exemplary damages, fines or penalties</li><li>• Any payments in excess of the benefits regularly provided by the Workers' Compensation law</li><li>• Labor Code 4850 benefits</li><li>• Labor Code 4856 benefits</li><li>• Education Section Codes 44984 and 45192</li></ul>	
<b>PREMIUM AUDIT</b>	Premiums are auditable and adjustable at June 30, 2016 based on actual payroll	
<b>CONDITIONS</b>	<ul style="list-style-type: none"><li>• Premium is subject to change</li><li>• Premium includes a \$1,000 annual loss prevention subsidy</li><li>• Premium includes a \$2,000 actuarial subsidy</li><li>• Premium Includes cost for claim audit requirement (audit to include access to all files handled by TPA)</li></ul>	
<b>ESTIMATED ANNUAL PAYROLL</b>	\$ 22,779,891	
<b>ESTIMATED PREMIUM (Annualized)</b>	\$ 163,309	Deposit Premium
	12,479	CSAC EIA Administration Fee
	817	CSAC EIA Public Entity Fee
	13,165	Alliant Broker Fee
	<u>\$ 189,770</u>	<b>Total Estimated Deposit Premium</b>

**NOTE: THIS PROPOSAL IS FOR INFORMATIONAL PURPOSES ONLY AND DOES NOT AMEND, EXTEND OR ALTER THE POLICY FORM IN ANY WAY. PLEASE REFER TO THE POLICY FORM FOR COMPLETE COVERAGE AND EXCLUSION INFORMATION**

# Attachment A



## CSAC EXCESS INSURANCE AUTHORITY (CSAC EIA) EXCESS WORKERS' COMPENSATION PROGRAM 2015/2016 PROPOSAL

### BROKER

### ALLIANT INSURANCE SERVICES, INC.

Gordon DesCombes, Executive Vice President  
Lilian Vanvieldt, Senior Vice President  
Nazie Arshi, Senior Vice President  
Tom E. Corbett, Senior Vice President  
Matt Gowan, First Vice President  
Chantelle Lobaugh, CSAC EIA Program Specialist

*THIS PROPOSAL OF INSURANCE IS PROVIDED AS A MATTER OF CONVENIENCE AND INFORMATION ONLY. ALL INFORMATION INCLUDED IN THIS PROPOSAL, INCLUDING BUT NOT LIMITED TO PERSONAL AND REAL PROPERTY VALUES, LOCATIONS, OPERATIONS, PRODUCTS, DATA, AUTOMOBILE SCHEDULES, FINANCIAL DATA AND LOSS EXPERIENCE, IS BASED ON FACTS AND REPRESENTATIONS SUPPLIED TO ALLIANT INSURANCE SERVICES, INC. BY YOU. THIS PROPOSAL DOES NOT REFLECT ANY INDEPENDENT STUDY OR INVESTIGATION BY ALLIANT INSURANCE SERVICES, INC. OR ITS AGENTS AND EMPLOYEES.*

*PLEASE BE ADVISED THAT THIS PROPOSAL IS ALSO EXPRESSLY CONDITIONED ON THERE BEING NO MATERIAL CHANGE IN THE RISK BETWEEN THE DATE OF THIS PROPOSAL AND THE INCEPTION DATE OF THE PROPOSED POLICY (INCLUDING THE OCCURRENCE OF ANY CLAIM OR NOTICE OF CIRCUMSTANCES THAT MAY GIVE RISE TO A CLAIM UNDER ANY POLICY WHICH THE POLICY BEING PROPOSED IS A RENEWAL OR REPLACEMENT). IN THE EVENT OF SUCH CHANGE OF RISK, THE INSURER MAY, AT ITS SOLE DISCRETION, MODIFY, OR WITHDRAW THIS PROPOSAL WHETHER OR NOT THIS OFFER HAS ALREADY BEEN ACCEPTED.*

*THIS PROPOSAL IS NOT CONFIRMATION OF INSURANCE AND DOES NOT ADD TO, EXTEND, AMEND, CHANGE, OR ALTER ANY COVERAGE IN ANY ACTUAL POLICY OF INSURANCE YOU MAY HAVE. ALL EXISTING POLICY TERMS, CONDITIONS, EXCLUSIONS, AND LIMITATIONS APPLY. FOR SPECIFIC INFORMATION REGARDING YOUR INSURANCE COVERAGE, PLEASE REFER TO THE POLICY ITSELF. ALLIANT INSURANCE SERVICES, INC. WILL NOT BE LIABLE FOR ANY CLAIMS ARISING FROM OR RELATED TO INFORMATION INCLUDED IN OR OMITTED FROM THIS PROPOSAL OF INSURANCE*

*ALLIANT EMBRACES A POLICY OF TRANSPARENCY WITH RESPECT TO ITS COMPENSATION FROM INSURANCE TRANSACTIONS. DETAILS ON OUR COMPENSATION POLICY, INCLUDING THE TYPES OF INCOME THAT ALLIANT MAY EARN ON A PLACEMENT, ARE AVAILABLE ON OUR WEBSITE AT [WWW.ALLIANT.COM](http://WWW.ALLIANT.COM). FOR A COPY OF OUR POLICY OR FOR ANY INQUIRIES REGARDING COMPENSATION ISSUES PERTAINING TO YOUR ACCOUNT YOU MAY ALSO CONTACT US AT: ALLIANT INSURANCE SERVICES, INC., ATTENTION: GENERAL COUNSEL, 701 B STREET, 6TH FLOOR, SAN DIEGO, CA 92101.*

*ANALYZING INSURERS' OVER-ALL PERFORMANCE AND FINANCIAL STRENGTH IS A TASK THAT REQUIRES SPECIALIZED SKILLS AND IN-DEPTH TECHNICAL UNDERSTANDING OF ALL ASPECTS OF INSURANCE COMPANY FINANCES AND OPERATIONS. INSURANCE BROKERAGES SUCH AS ALLIANT INSURANCE TYPICALLY RELY UPON RATING AGENCIES FOR THIS TYPE OF MARKET ANALYSIS. BOTH A.M. BEST AND STANDARD AND POOR'S HAVE BEEN INDUSTRY LEADERS IN THIS AREA FOR MANY DECADES, UTILIZING A COMBINATION OF QUANTITATIVE AND QUALITATIVE ANALYSIS OF THE INFORMATION AVAILABLE IN FORMULATING THEIR RATINGS.*

*A.M. BEST HAS AN EXTENSIVE DATABASE OF NEARLY 6,000 LIFE/HEALTH, PROPERTY CASUALTY AND INTERNATIONAL COMPANIES. YOU CAN VISIT THEM AT [WWW.AMBEST.COM](http://WWW.AMBEST.COM). FOR ADDITIONAL INFORMATION REGARDING INSURER FINANCIAL STRENGTH RATINGS VISIT STANDARD AND POOR'S WEBSITE AT [WWW.STANDARDANDPOORS.COM](http://WWW.STANDARDANDPOORS.COM).*

*OUR GOAL IS TO PROCURE INSURANCE FOR YOU WITH UNDERWRITERS POSSESSING THE FINANCIAL STRENGTH TO PERFORM. ALLIANT DOES NOT, HOWEVER, GUARANTEE THE SOLVENCY OF ANY UNDERWRITERS WITH WHICH INSURANCE OR REINSURANCE IS PLACED AND MAINTAINS NO RESPONSIBILITY FOR ANY LOSS OR DAMAGE ARISING FROM THE FINANCIAL FAILURE OR INSOLVENCY OF ANY INSURER. WE ENCOURAGE YOU TO REVIEW THE PUBLICLY AVAILABLE INFORMATION COLLECTED TO ENABLE YOU TO MAKE AN INFORMED DECISION TO ACCEPT OR REJECT A PARTICULAR UNDERWRITER. TO LEARN MORE ABOUT COMPANIES DOING BUSINESS IN YOUR STATE, VISIT THE DEPARTMENT OF INSURANCE WEBSITE FOR THAT STATE.*

*YOUR POLICY WILL COME WITH SPECIFIC CLAIM REPORTING REQUIREMENTS. PLEASE MAKE SURE YOU UNDERSTAND THESE OBLIGATIONS. CONTACT YOUR ALLIANT SERVICE TEAM WITH ANY QUESTIONS*

**NOTE: THIS PROPOSAL IS FOR INFORMATIONAL PURPOSES ONLY AND DOES NOT AMEND, EXTEND OR ALTER THE POLICY FORM IN ANY WAY. PLEASE REFER TO THE POLICY FORM FOR COMPLETE COVERAGE AND EXCLUSION INFORMATION**





**CSAC EXCESS INSURANCE AUTHORITY (CSAC EIA)  
EXCESS WORKERS' COMPENSATION PROGRAM  
2015/2016 SCHEDULE OF INSURERS AND LIMITS**

**Attachment A**

Provider	Limit	California Status	A.M. Best's Guide Rating	Standard & Poor's Rating
<b>CSAC Excess Insurance Authority</b>	<b>Workers' Compensation and Employers Liability :</b> The difference between <ul style="list-style-type: none"> <li>• \$5,000,000 and Individual Member's Retention for each accident or each employee for disease</li> <li>• \$5,000,000 and Individual Member's Retention for each accident for communicable disease</li> </ul> *subject to a Corridor Retention	Not Applicable	Not Applicable	Not Applicable
<b>With reinsurance provided by Wesco Insurance Company*</b>	*subject to a Corridor Retention	Not Applicable (reinsurance)	A (Excellent) Financial Size Category XIII (\$1,250,000,000 to \$1,500,000,000)	Not Applicable
<b>CSAC Excess Insurance Authority</b>	<b>Workers' Compensation:</b> \$ 45,000,000 each accident or each employee for disease excess of \$5,000,000 \$ 45,000,000 each accident for communicable disease	Not Applicable	Not Applicable	Not Applicable
<b>With reinsurance provided by ACE American Insurance Company</b>	\$ 45,000,000 each accident or each employee for disease excess of \$5,000,000 \$ 45,000,000 each accident for communicable disease	Not Applicable (reinsurance)	A++ (Superior) Financial Size Category XV (\$2,000,000,000 or greater)	AA (Stable)
<b>National Union Fire Insurance Co. of Pittsburgh, PA (AIG)</b> An excess insurance policy	<b>Workers' Compensation:</b> Statutory each accident and each employee for disease excess of \$50,000,000	Admitted	A(Excellent); Financial Size Category XV (\$2,000,000,000 or greater)	A+ (Stable)

**NOTE: THIS PROPOSAL IS FOR INFORMATIONAL PURPOSES ONLY AND DOES NOT AMEND, EXTEND OR ALTER THE POLICY FORM IN ANY WAY. PLEASE REFER TO THE POLICY FORM FOR COMPLETE COVERAGE AND EXCLUSION INFORMATION**

**8-12A.3**

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# Attachment B

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT THIRD AMENDMENT TO CONTRACT NO. 11-21 FOR EXCESS WORKERS' COMPENSATION

This Third Amendment to Contract No. 11-21 for Excess Workers' Compensation is made effective July 1, 2015 between the Santa Cruz Metropolitan Transit District ("Santa Cruz METRO"), a political subdivision of the State of California, and Alliant Insurance Services, Inc. ("Contractor").

### I. RECITALS

- 1.1 Santa Cruz METRO and Contractor entered into a Contract for Excess Workers' Compensation ("Contract") on July 1, 2011.
- 1.2 The Contract allows for amendment upon mutual written consent.
- 1.3 Santa Cruz METRO and Contractor desire to amend the Contract to extend the Contract term, and to incorporate the CSAC EIA Excess Workers' Compensation Program 2015/2016 Proposal.

Therefore, Santa Cruz METRO and Contractor amend the Contract as follows:

### II. TERM

- 2.1 Article 4.01 is replaced in its entirety by the following:

The term of this Contract shall be from July 1, 2011 to June 30, 2016.

Santa Cruz METRO and Contractor may extend the term of this Contract at any time for any reason upon mutual written consent.

### III. COMPENSATION

- 3.1 Article 5.01 is amended to include the following language:

For the 2015/2016 term, Santa Cruz METRO shall compensate Contractor in an amount not to exceed the rates agreed upon and set forth in the CSAC EIA Excess Workers' Compensation Program 2015/2016 Proposal, Attachment A to the Third Amendment. Santa Cruz METRO and Contractor agree that the total amount payable pursuant to the Third Amendment shall not exceed \$194,770.

### 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.

# Attachment B

## V. AUTHORITY

5.1 Article 7 is amended to include the following language:

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

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

Santa Cruz METRO –  
SANTA CRUZ METROPOLITAN  
TRANSIT DISTRICT

Alex Clifford, CEO/General Manager

\_\_\_\_\_

Contractor –  
ALLIANT INSURANCE SERVICES, INC.

Matthew T. Gowan, First Vice President

  
\_\_\_\_\_

Approved as to Form:

Leslyn Syren, District Counsel

  
\_\_\_\_\_



**DATE:** June 26, 2015  
**TO:** Board of Directors  
**FROM:** Al Pierce, Maintenance Manager  
**SUBJECT:** **CONSIDERATION OF AWARD OF CONTRACT TO KHAVARIAN ENTERPRISES, INC. d/b/a VISION COMMUNICATIONS CO. FOR RADIO SYSTEM MAINTENANCE AND REPAIR NOT TO EXCEED \$177,000**

**I. RECOMMENDED ACTION**

- **That the Board of Directors authorize the CEO to execute a contract with Khavarian Enterprises, Inc. d/b/a Vision Communications Co. for Radio System Maintenance and Repair in an amount not to exceed \$177,000 for a 3-year period.**
- **That the Board of Directors authorize the CEO to execute future amendments with Khavarian Enterprises, Inc. d/b/a Vision Communications Co. for the two 1-year options to extend, increasing the contract total for each option year as required.**

**II. SUMMARY**

- The Santa Cruz Metropolitan Transit District (METRO) has a need for Radio System Maintenance and Repair.
- A formal request for proposals was conducted to solicit proposals from qualified firms. Two (2) firms submitted proposals for METRO's review.
- A 3-member evaluation team comprised of METRO staff reviewed and evaluated the proposals, and is recommending an award to Khavarian Enterprises, Inc. (Vision Communications Co.).

**III. DISCUSSION/BACKGROUND**

METRO utilizes the services of an outside vendor to provide repairs, scheduled preventive maintenance, and service for all of its radio communication system equipment, including but not limited to mobile units, base stations, and repeater units. Vision Communications Co. is METRO's current provider for these services; however, this contract expired and has no further options to renew.

In November 2014, the Board authorized staff to issue a Request for Proposals for Radio System Maintenance and Repair. On April 30, 2015, METRO legally advertised and distributed Request for Proposals (RFP) No. 15-11 to seven (7) firms, posted notice on its website, and sent email notices to all GovDelivery

subscribers. On May 22, 2015, proposals were received and opened from two (2) firms: Day Wireless Systems of Benicia, CA and Vision Communications Co. of San Leandro, CA. A 3-member evaluation team comprised of METRO staff has reviewed and evaluated the proposals.

The evaluation team used the following criteria as contained in the Request for Proposals:

<b>Evaluation Criteria</b>	<b>Points</b>
Qualifications and recent experience	30
Understanding of servicing requirements	30
Quality of relevant experience of key staff	20
Experience with similar radio systems	15
References	15
Cost proposal	30
<b>Total Points Possible</b>	<b>140</b>

The evaluation team is recommending that the Board of Directors authorize the CEO to execute a 3-year contract on behalf of METRO, with two 1-year options to extend, with Vision Communications Co. for Radio System Maintenance and Repair in an amount not to exceed \$177,000. Additionally, staff is recommending that the Board of Directors authorize the CEO to execute future contract extensions, one for each of the two option years, increasing the contract total for each option year as required. The estimated annual value of each extension option is \$59,000.

Contractor will provide all services meeting all METRO's specifications and requirements of the contract. Al Pierce, Maintenance Manager, will serve as the Contract Administrator and will ensure contract compliance.

#### **IV. FINANCIAL CONSIDERATIONS/IMPACT**

The base value of the contract is \$177,000 for the first three years. Should the remaining two options be exercised, the total five-year value of the contract is anticipated to be \$295,000. Funds to support this contract are included in the Fleet Maintenance FY16 & FY17 Out Repair Equipment (503352) Operating Budgets, and planned for the FY18-20 Operating Budgets.

**V. ALTERNATIVES CONSIDERED**

- Do not award this contract. Staff does not recommend this option, as there is no in-house staff with the required qualifications and certifications. These services are critical to the functions of METRO, and having a contract in place will ensure continuous radio operations.

**VI. ATTACHMENTS**

**Attachment A:** Contract with Vision Communications Co.

**Note: A full copy of the Contract is available on request.**

Prepared By: Joan Jeffries, Administrative Assistant  
Al Pierce, Maintenance Manager

**VII. APPROVALS:**

Al Pierce, Maintenance Manager




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Approved as to form:  
Leslyn K. Syren, District Counsel




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Approved as to fiscal impact:  
Angela Aitken, Finance Manager



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Alex Clifford, CEO/General Manager



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# Attachment A

## PROFESSIONAL SERVICES CONTRACT FOR RADIO SYSTEM MAINTENANCE AND REPAIR (15-11)

THIS CONTRACT is made effective on July 1, 2015 between the SANTA CRUZ METROPOLITAN TRANSIT DISTRICT ("Santa Cruz METRO"), a political subdivision of the State of California, and KHAVARIAN ENTERPRISES, INC. d/b/a VISION COMMUNICATIONS CO. ("Contractor").

### 1. RECITALS

#### 1.01 Santa Cruz METRO's Primary Objective

Santa Cruz METRO is a public entity whose primary objective is providing public transportation and which has its principal office at 110 Vernon Street, Santa Cruz, California 95060.

#### 1.02 Santa Cruz METRO's Need for Radio System Maintenance and Repair

Santa Cruz METRO has the need for Radio System Maintenance and Repair. In order to obtain these services, Santa Cruz METRO issued a Request for Proposals, dated April 30, 2015, setting forth specifications for such services. The Request for Proposals is attached hereto and incorporated herein by reference as Exhibit A.

#### 1.03 Contractor's Proposal

Contractor is a firm/individual qualified to provide Radio System Maintenance and Repair and whose principal place of business is 1770 Neptune Drive, San Leandro, California 94577. Pursuant to the Request for Proposals issued by Santa Cruz METRO, Contractor submitted a proposal for Radio System Maintenance and Repair, which is attached hereto and incorporated herein by reference as Exhibit B

#### 1.04 Selection of Contractor and Intent of Contract

On June 15, 2015, Santa Cruz METRO selected Contractor as the offeror whose proposal was most advantageous to Santa Cruz METRO to provide the Radio System Maintenance and Repair described herein. This Contract is intended to fix the provisions of these services.

Santa Cruz METRO and Contractor agree as follows:

### 2. INCORPORATED DOCUMENTS AND APPLICABLE LAW

#### 2.01 Documents Incorporated in this Contract

The documents listed below are attached to this Contract and by reference made a part hereof. This is an integrated Contract. This writing constitutes the final expression of the parties' Contract, and it is a complete and exclusive statement of the provisions of that Contract, except for written amendments, if any, made after the date of this Contract in accordance with Section 11.14 of the General Conditions to the Contract.

##### A. Exhibit A

Santa Cruz METRO's "Request for Proposals" dated April 30, 2015, including Addendum No. 1 dated May 18, 2015.

# Attachment A

## B. Exhibit B (Contractor's Proposal)

Contractor's Proposal to Santa Cruz METRO for Radio System Maintenance and Repair, signed by Contractor and dated May 21, 2015.

### 2.02 Conflicts

Where in conflict, the provisions of this writing supersede those of the above-referenced documents, Exhibits A and B. Where in conflict, the provisions of Exhibit A supersede Exhibit B.

### 2.03 Recitals

The Recitals set forth in Article 1 are part of this Contract.

## 3. DEFINITIONS

### 3.01 General

The terms below (or pronouns in place of them) have the following meaning in the Contract:

3.01.01 CONTRACT - The Contract consists of this document, the attachments incorporated herein in accordance with Article 2, and any written amendments made in accordance with Part IV, Section 11.14 of, the General Conditions to the Contract.

3.01.02 CONTRACTOR - The Contractor selected by Santa Cruz METRO for this project in accordance with the Request for Proposals issued April 30, 2015.

3.01.03 CONTRACTOR'S STAFF - Employees of Contractor.

3.01.04 DAYS - Calendar days.

3.01.05 OFFEROR - Contractor whose proposal was accepted under the terms and conditions of the Request for Proposals issued April 30, 2015.

3.01.06 PROVISION - Any term, agreement, covenant, condition, clause, qualification, restriction, reservation, or other stipulation in the Contract that defines or otherwise controls, establishes, or limits the performance required or permitted by either party.

3.01.07 SCOPE OF WORK (OR "WORK") - The entire obligation under the Contract, including, without limitation, all labor, equipment, materials, supplies, transportation, services, and other work products and expenses, express or implied, in the Contract.

## 4. TIME OF PERFORMANCE

### 4.01 Term

The term of this Contract will be for a period not to exceed three (3) years and shall commence upon the execution of the Contract by Santa Cruz METRO.

At the option of Santa Cruz METRO, this Contract agreement may be renewed for two (2) additional one (1) year terms upon mutual written consent.

# Attachment A

## 5. COMPENSATION

### 5.01 Terms of Payment

Santa Cruz METRO shall compensate Contractor in an amount not to exceed the amounts/rates agreed upon by Santa Cruz METRO. Santa Cruz METRO shall reasonably determine whether work has been successfully performed for purposes of payment. Compensation shall be made within thirty (30) days of Santa Cruz METRO's written approval of Contractor's written invoice for said work. Contractor understands and agrees that if they exceed the \$177,000 maximum amount payable under this Contract, they do so at their own risk.

### 5.02 Invoices

Contractor shall submit invoices with a purchase order number provided by Santa Cruz METRO on a monthly basis. Contractor's invoices shall include detailed records showing actual time devoted, work accomplished, date work accomplished, personnel used, and amount billed per hour. Expenses shall only be billed if allowed under the Contract.

Said invoice records shall be kept up-to-date at all times and shall be available for inspection by Santa Cruz METRO (or any grantor of Santa Cruz METRO, including, without limitation, any State or Federal agency providing project funding or reimbursement) at any time for any reason upon demand for not less than four (4) years after the date of expiration or termination of the Contract. Under penalty of law, Contractor represents that all amounts billed to Santa Cruz METRO are (1) actually incurred; (2) reasonable in amount; (3) related to this Contract; and (4) necessary for performance of the project.

## 6. NOTICES

All notices under this Contract shall be deemed duly given upon delivery, if delivered by hand, or three (3) days after posting if sent by registered mail, receipt requested, to a party hereto at the address hereinunder set forth, or to such other address as a party may designate by notice pursuant hereto.

Santa Cruz METRO

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

Attention: Alex Clifford, CEO

CONTRACTOR

Vision Communications Co.  
1770 Neptune Drive  
San Leandro, CA 94577

Attention: Sharon Asbe  
sasbe@2viscom.com  
(510) 346-0300

# Attachment A

7. AUTHORITY

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

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

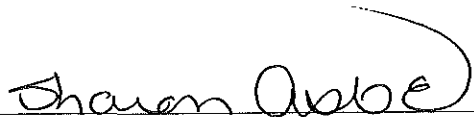
Santa Cruz METRO –  
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Alex Clifford, CEO/General Manager

\_\_\_\_\_

Contractor –  
KHAVARIAN ENTERPRISES, INC. d/b/a  
VISION COMMUNICATIONS CO.

Sharon Asbe, Operations Supervisor

  
\_\_\_\_\_

Approved as to Form:

Leslyn Syren, District Counsel

  
\_\_\_\_\_



**DATE:** June 26, 2015  
**TO:** Board of Directors  
**FROM:** Angela Aitken, Finance Manager  
**SUBJECT: CONSIDERATION OF DECLARING THREE (3) NEW FLYER BUSES, ONE (1) ORION BUS, TWO (2) HVAC UNITS, ONE (1) COPIER, AND PARACRUZ T1 LINE EQUIPMENT AS EXCESS FOR PURPOSES OF DISPOSAL OR AUCTION**

## **I. RECOMMENDED ACTION**

**That the Board of Directors declare three New Flyer buses, one Orion bus, two HVAC units, one copier, and Paracruz T1 line equipment as ready for disposal or auction and direct the CEO to dispose of the items in conformance with Santa Cruz METRO Regulation Number AR-2020, Fixed Assets and Inventoried Items Policy.**

## **II. SUMMARY**

- In accordance with Santa Cruz Metropolitan Transit District's (METRO) policy on disposal of fixed assets, at least once per year the Finance Manager shall recommend to the Board of Directors a list of items to be declared excess with appropriate action for disposal.
- Three (3) New Flyer buses, one (1) Orion bus, two (2) HVAC units, a digital copier, and Paracruz T1 line equipment have all exceeded their useful life and are no longer needed by Santa Cruz METRO.
- Staff recommends that the Board of Directors declare the items listed in **Attachment A** as excess and direct staff to use appropriate action for disposal.

## **III. DISCUSSION/BACKGROUND**

The following equipment identified in the Excess Vehicle & Equipment Listing (Attachment A) has surpassed its useful life expectancy.

- Costs to repair the buses outweigh their value; therefore, the vehicles are recommended for disposal. Three (3) of the buses are fully depreciated, and one (1) has a book value of \$11,754. There is no financial obligation to a granting agency with regard to the recommended disposals.
- All equipment has been fully depreciated, so there is no financial obligation to a granting agency with regard to the recommended disposal.

- The HVAC units have been replaced with new and upgraded equipment.
- The copier has over 1 million copies, is worn out and was replaced this fiscal year.
- The Paracruz T1 line equipment was replaced when we upgraded the Nortel VOIP to the current 3Com phone system.

Disposal of these assets has been coordinated with management and staff in processing them for disposal and auction if appropriate.

Staff recommends that the Board of Directors declare the items listed in Attachment A as excess and direct staff to use appropriate action for disposal.

#### **IV. FINANCIAL CONSIDERATIONS/IMPACT**

The combined estimated gross market value of the buses is not greater than \$20,000; all have reached the end of their useful life and are in poor condition. All equipment has been deemed obsolete and is fully depreciated; resulting in a net book value of \$0, so there is no financial impact as a result of the disposal.

Any revenue generated from the sale of these vehicles and equipment will be recorded as income in the current fiscal year's operating budget to 'Gain / Loss Disposal on Assets' budget account 407090-100.

#### **V. ALTERNATIVES CONSIDERED**

- Store the vehicles - This alternative is not recommended because these buses have exceeded their useful life, they are cost prohibitive to repair and the reduction in our fleet will help to improve the agency's rolling stock 'spare ratio calculation.'
- Keep the equipment - This alternative is not recommended because this equipment is technologically obsolete and has exceeded its useful life.


#### **VI. ATTACHMENTS**

**Attachment A:** Excess Vehicle & Equipment Listing – as of June 26, 2015

Prepared By: Debbie Kinslow, Assistant Finance Manager

**VII. APPROVALS:**

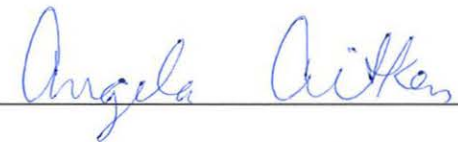
Angela Aitken, Finance Manager

  
\_\_\_\_\_

Approved as to form:  
Leslyn K. Syren, District Counsel

  
\_\_\_\_\_

Approved as to fiscal impact:  
Angela Aitken, Finance Manager

  
\_\_\_\_\_

Alex Clifford, CEO/General Manager

  
\_\_\_\_\_

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# Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT										
EXCESS VEHICLE & EQUIPMENT LISTING AS OF 6/26/15										
Vehicle or Asset Tag #	Description	Acquisition Date	Cost	Accumulated Depreciation	Net Book Value	Est. Market Value	Reason for Disposal	Condition	VIN / SN	License #
9807	1998 NEW FLYER-DIESEL	4/20/1998	\$ 285,974	\$ 285,974	\$ -	\$ 5,000	END OF LIFE	POOR	5FYD2SLOXWU018350	E-1019708
9808	1998 NEW FLYER-DIESEL	4/20/1998	\$ 285,865	\$ 285,865	\$ -	\$ 5,000	END OF LIFE	POOR	5FYD2SLO1WU018351	E-1019709
2207	2002 NEW FLYER-CNG	7/25/2002	\$ 358,011	\$ 358,011	\$ -	\$ 5,000	END OF LIFE	POOR	5FYC2LP042U024053	1139301
2302	2003 ORION-CNG	11/21/2003	\$ 492,175	\$ 480,421	\$ 11,754	\$ 5,000	END OF LIFE	POOR	1VHAH6A2936502141	1179154
04733	HVAC UNITS AT SVT	10/1/2002	\$ 7,212	\$ 7,212	\$ -	\$ -	OBSOLETE	OBSOLETE	N/A	N/A
05412	COPIER	10/1/2006	\$ 10,765	\$ 10,765	\$ -	\$ -	OBSOLETE	OBSOLETE	N/A	N/A
05592	PARACRUZ T1 LINE EQUIPMENT	7/1/2008	\$ 5,378	\$ 5,378	\$ -	\$ -	OBSOLETE	OBSOLETE	N/A	N/A

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**DATE:** June 26, 2015  
**TO:** Board of Directors  
**FROM:** Anna Marie Gouveia, Fixed Route Superintendent  
**SUBJECT: CONSIDERATION OF ANALYSIS OF THE SYSTEM SAFETY  
PROGRAM PLAN (SSPP) ASSESSMENT FOR SANTA CRUZ METRO  
FIXED ROUTE**

## **I. RECOMMENDED ACTION**

**That the Board of Directors consider information related to the CalTIP System Safety Program Plan Focused Assessment conducted by Bickmore regarding fixed route practices**

## **II. SUMMARY**

- The Santa Metropolitan Transit District (METRO) receives an annual assessment by our insurance carrier CALIFORNIA TRANSIT INDEMNITY POOL (CalTIP) conducted by Bickmore.
- The System Safety Program Plan (SSPP) was conducted on January 12, 2015. The goal of the CalTIP focused assessment program is to provide members with the resources necessary to reduce their loss experience.
- Consideration by the BOD of the SSPP best practice areas covered during the assessment which are accident/incident investigation, employee evaluation-vehicle operation proficiency and employee training-annual retraining

## **III. DISCUSSION/BACKGROUND**

The focused SSPP assessment is directed at three critical areas that have been significant contributing factors to recent CalTIP losses. The assessment scoring is based on CalTIP best practices designed to reduce the likelihood of loss incidents. The information gathered from the focused assessments will provide a better understanding of CalTIP member needs and lead to the development of resources and support systems to assist members to reduce their future losses.

METRO is a member of CalTIP which is an indemnity pool made up of various Transit agencies combining resources in order to provide protection against loss incidents.

The SSPP Focused Assessment Project was started during the 2012-13 year. By April 30, 2015, all member agencies had participated in an SSPP Focused Assessment, and currently are entering the next phase of the project – corrective

action. At the beginning of the project, the CalTIP Member Services Committee established minimum standards with required follow-up actions based on performance. The SSPP Focused Assessment Findings were scored in three sections,

- Accident Investigations (86%)
- Employee Evaluation-Vehicle Operation Proficiency (67%)
- Employee Training-Annual Retraining (100%)

METRO received an Overall Average Assessment Score of 84%. Also conducted was the Secret Rider Assessment which was conducted on September 14, 2014, by a CalTIP Risk Control staff member. Findings were favorable for METRO and included a list of outstanding operator behaviors. METRO staff, Operations staff, Safety and Training Coordinator, Assistant Safety and Training Coordinator and METRO Bus Operators all contributed to the SSPP and conducted their duties in an outstanding manner as reported by Bickmore.

#### **IV. FINANCIAL CONSIDERATIONS/IMPACT**

None

#### **V. ATTACHMENTS**

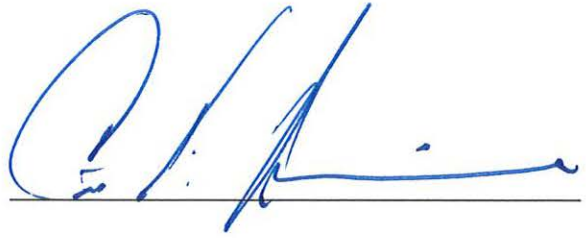
**Attachment A:** CalTIP System Safety Program Plan

**Attachment B:** CalTIP Secret Rider Assessment

Prepared By: Anna Marie Gouveia, Fixed Route Superintendent

**VII. APPROVALS:**

Ciro Aguirre, Chief Operations Officer



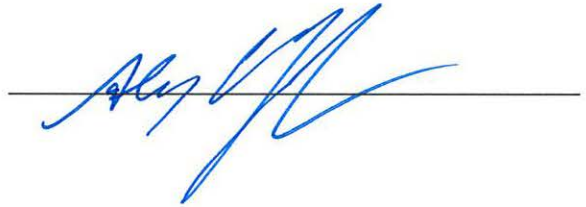
Approved as to form:  
Leslyn K. Syren, District Counsel



Approved as to fiscal impact:  
Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager



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# System Safety Program Plan Focused Assessment

Santa Cruz Metropolitan Transit District

Bill Vannett, ARM, COHC, CPSI

January 2015

The Bickmore logo consists of the word "Bickmore" in a bold, dark blue sans-serif font. A small green dot is positioned above the letter "i". The logo is located in the bottom right corner of the page, above a decorative blue and green wave graphic.

**Bickmore**

# Attachment A

## Contents

Executive Summary.....	1
Overall Impression.....	1
Recommendations.....	1
Purpose and Methodology.....	2
SSPP Focused Assessment Findings.....	3



# Attachment A

## Executive Summary

### Overall Impression

The Agency's focused System Safety Program Plan (SSPP) assessment was conducted on January 12, 2015, by Bill Vannett. We greatly appreciate the assistance of your entire team in establishing the date for the assessment and ensuring access to the records needed to conduct the assessment.

Three CalTIP SSPP best practice areas were covered during the assessment: Accident/Incident Investigation, Employee Evaluation – Vehicle Operations Proficiency, and Employee Training – Annual Retraining. The Agency achieved an overall score of 84%. A rating of 86% was achieved in regard to Accident/Incident Investigation. A rating of 67% was achieved in regard to Employee Evaluation – Vehicle Operations Proficiency. A rating of 100% was achieved in regard to Employee Training – Annual Retraining.

We commend the Agency for the programs it has in place, the active involvement of management, and the strong training efforts that are being sustained.

The goal of the CalTIP focused assessment program is to provide members with the resources necessary to reduce their loss experience. Please contact Bill Vannett at 916-290-4630 or by email at [vwannett@bickmore.net](mailto:vwannett@bickmore.net) if you have any questions regarding this report.

### Recommendations

We recommend the following actions be taken to bring the Agency's practices into alignment with the CalTIP best practices.

1. Accident/Incident Investigation:
  - a. Ensure the investigation is thorough and that the incident investigation form is completely filled out.
2. Employee Evaluation – Vehicle Operation Proficiency:
  - a. Ensure operators receive a documented follow-behind (or outsider) evaluation at least once a year.
  - b. Ensure operators receive a documented on-board evaluation at least once a year.
3. Employee Training – Annual Retraining:
  - a. Continue to support your training practices.

# Attachment A

## **Purpose and Methodology**

The focused SSPP assessment is directed at three critical areas that have been significant contributing factors to recent CalTIP losses. The assessment scoring is based on CalTIP best practices designed to reduce the likelihood of loss incidents. The information gathered from the focused assessments will provide a better understanding of CalTIP member needs and lead to the development of resources and support systems to assist members to reduce their future losses.

The assessment focuses on the following CalTIP SSPP best practices:

- Accident/Incident Investigation
- Employee Evaluation – Vehicle Operation Proficiency
- Employee Training – Annual Retraining

The Accident/Incident Investigation assessment involves a review of three claims. The claims reviewed are recent, were incurred under differing circumstances, and generally have a high total incurred cost. All three claims must result in a positive response to the accident/incident review questions in order to achieve a positive response to the review question.

The Employee Evaluation – Vehicle Operation Proficiency assessment involves a review of 20% of the operators' files selected at random from a current driver population. All files reviewed must result in a positive response to the Employee Evaluation – Vehicle Operation Proficiency review questions in order to achieve a positive response to the review question. The date of the vehicle operation proficiency will also be reviewed for date of the most recent evaluation.

The Employee Training – Annual Retraining assessment involves a review of 20% of the operators' files selected at random from a current driver population. All files reviewed must result in a positive response to the Employee Training – Annual Retraining review questions in order to achieve a positive response to the review question.

The information in this report does not guarantee that operations, whether noted or not, are in compliance with federal, state, or local laws or regulations.

# Attachment A

## SSPP Focused Assessment Findings

Date: 1/12/15

CalTIP Member Name: Santa Cruz Metropolitan Transit District

### Accident Investigation

1. **Accident investigations are the key to connecting a negative event to a positive future outcome.**

Section Score 86%

*Assessor Instructions: Review documentation related to the three most recent accidents from the Risk Profile Report. Evaluation criterion is based on the CalTIP SSPP model.*

- Yes  No A documented investigation was conducted by management for each accident
- Yes  No The documented investigation was initiated as soon as transit personnel learned of the accident
- Yes  No An investigation was conducted at the scene, if possible
- Yes  No The facts on the investigation form are all documented, with no blanks
- Yes  No Multiple causes were identified
- Yes  No Appropriate corrective action was identified to address multiple causes
- Yes  No Corrective action was implemented in a timely manner and documented

Note: The element must be met in each investigation reviewed before the corresponding box to this question can be checked YES.

### Employee Evaluation – Vehicle Operation Proficiency

The following skill evaluations are to be conducted annually:

2.
  - One documented on-board evaluation
  - One documented follow-behind (or outsider) evaluation

Section Score 67%

*Assessor Instructions: Review 20% of operator files (selected at random) for Vehicle Operator Proficiency Evaluations. Evaluation criterion is based on the CalTIP SSPP model.*

- Yes  No Operators received a documented on-board evaluation within the last year
- Yes  No Operators received a documented follow-behind (or outsider) evaluation within the last year
- Yes  No Evaluations are complete, with no blanks
- Yes  No Deficiencies and comments are documented
- Yes  No Recommendations are made where necessary
- Yes  No Recommendations are followed up

# Attachment A

## Employee Training – Annual Retraining

### Annual employee training must meet the state requirements:

3. *Complies with CA Assembly Bill 1787, Verification of Transit Training (VTT). Renewal eight hours of classroom, in-service or behind the wheel is required for each 12 months of certificate validity. During the last 12 months of validity, the eight hours of training must consist of classroom instruction covering, but not limited to, current laws and regulations, defensive driving, accident prevention, emergency procedures, and passenger loading and unloading.*

Section Score 100%

*Assessor Instructions: Review 20% of operator files (selected at random) for annual training records. Evaluation criterion is based on the CalTIP SSPP model.*

Yes  No Operators receive 8 hours of documented VTT each year?

VTT training topics coordinated with

Yes  No Accident/incident investigation recommendations

Yes  No Operator evaluation recommendations

Yes  No Anticipated changes in route structures

Yes  No Anticipated changes in equipment

Yes  No Anticipated changes in personnel

Yes  No Anticipated changes in schedules

---

Section 1: 84%

Section 2: 67%

Section 3: 100%

**Overall Average Assessment Score: 84%**

Assessment conducted by: Bill Vannett



# Santa Cruz METRO Secret Rider Assessment

Terrie S. Norris, CSP, ARM, CPSI

September 2014

The Bickmore logo consists of the word "Bickmore" in a bold, dark blue sans-serif font. A small green dot is positioned above the letter "i". The logo is located in the bottom right corner of the page, above a decorative blue and green wave graphic.

**Bickmore**

# Attachment B

## Contents

Executive Summary.....	1
Overall Impression .....	1
Summary Findings:.....	1
Commendations:.....	1
Recommendations: .....	2
Purpose and Methodology .....	2
CalTIP Secret Rider Assessment Findings.....	3

# Attachment B

## Executive Summary

### Overall Impression

The Agency's Secret Rider Assessment was conducted on September 14, 2014, by a CalTIP Risk Control staff member. Although we discussed that this service would be provided to your Agency this year, the operator performance assessment was conducted without prior notification. The anonymity of our secret riders provides you with performance observations of your operators' every day behaviors. Operators' behaviors change when they know they are being observed, as when your supervisors conduct their ride-a-long or follow-behind observations. This program adds depth to your operator performance observations and provides you with valuable information that can be used to enhance the safety of your operations and your riders.

The Secret Rider Assessment focuses on operator behaviors known to contribute to two critical loss occurrence areas for CalTIP members: vehicle collisions and passengers thrown. The CalTIP secret rider monitors operator behaviors that are known to increase the risk of vehicle collisions and throwing passengers, noting both the correct and risky behaviors exhibited by the operators observed.

We commend the Agency for its participation in this CalTIP risk control service. The goal of the CalTIP Secret Rider Program is to provide you with the information necessary to change you operators' behaviors and thereby reduce your loss experience. Please contact Terrie S. Norris at [tsnorris@bickmore.net](mailto:tsnorris@bickmore.net) if you have any questions regarding this report.

### Summary Findings:

#### Commendations:

The secret rider made note of the following outstanding operator behaviors:

- Maintained a safe speed for the conditions
- Scanned both mirrors before pulling away from a stop
- Operator was not distracted while the bus was in motion
- Signaled intersections were entered on green light
- Executed square turns, both to the left and right
- Slowed for crosswalks during turns
- Yielded for pedestrians
- Applied brakes smoothly
- Accelerated smoothly
- Maintained steady speed
- Watched departing passengers
- Placed the bus door close to the curb
- Knelt the bus when needed
- Ensured passengers were seated or prepared before placing the bus in motion
- Guarded the ramp during deployment
- Kept the aisle free of obstructions

# Attachment B

## **Recommendations:**

Take steps to correct the following operator behaviors:

- Scanning the mirrors every 10 seconds
- Performing “Rock ‘n Roll” maneuvers when making turns

## **Purpose and Methodology**

The Secret Rider Assessment focuses on operator behaviors known to contribute to two critical loss occurrence areas for CalTIP members: vehicle collisions and passengers thrown. The CalTIP secret rider rides multiple routes throughout the course of the observation assignment. The number of rides is influenced by the size of the agency and the number of routes. Often the secret rider will ride the same route, but at different times of the day and/or in different directions. This gives the secret rider the opportunity to observe as many operators as possible.

During the course of their ride, the CalTIP secret rider monitors operator behaviors that increase the risk of vehicle collisions and throwing passengers. Each time the operator exhibits the correct behavior it is noted. Each time the operator exhibits a risky behavior it is noted. The resulting percentage of correct/positive observations is a mathematical calculation based on a compilation of all observations for all the rides completed during the secret rider assessment. Behavior areas noted in the Secret Rider Assessment findings with a high percentage is an indication of a greater number of correct/positive behaviors overall. Behavior areas noted in the secret rider assessment findings with a low percentage is an indication of a need for action to correct these behaviors.

In addition to the numeric results of the observations, the secret rider may provide comments regarding either outstanding performance that should be emulated by all drivers or especially risky behaviors that require focused corrective attention on the part of the Agency.

The information in this report does not guarantee that operations, whether noted or not, are in compliance with federal, state, or local laws or regulations.



# Attachment B

## CalTIP Secret Rider Assessment Findings Santa Cruz METRO



### CalTIP Secret Rider Assessment Findings

Collisions	% of Positive Observations
<b>Defensive Driving</b>	
Maintains a safe following distance to the vehicle in front? (4 sec plus)	94%
Maintains a safe speed for the conditions.	100%
Scans the mirrors every 10 seconds?	59%
Scans both mirrors before pulling away from a stop?	100%
Covering the brake during turns and through intersections?	N/A
When the bus was in motion, was the operator distracted?	100%
Distractions	
<b>None noted</b>	
Signaled intersections entered on green light.	100%
<b>Vehicle Maneuvering</b>	
<b>Left Turn</b>	
Square left turn	100%
"Rock & Roll" to clear blind spots	64%
Slow for the crosswalk	100%
Yields to pedestrians	100%
Safe Speed	100%
<b>Right Turn</b>	
Square right turn	100%
"Rock & Roll" to clear blind spots	80%
Slow for the crosswalk	100%
Yields to pedestrians	100%
Safe Speed	100%
<b>Normal Travel</b>	
Apply the brakes smoothly	100%
Accelerate smoothly	100%
Smoothness at a steady speed (not herky-jerky)	100%

# Attachment B

Passenger Thrown	% of Positive Observations
<b>Passenger Boarding &amp; Alighting</b>	
Watching departed passengers (clear doors, bike rack, front crossover)	100%
Bus door close to curb (bus-gutter-curb)	100%
Kneeling bus when needed	100%
Passengers seated or prepared before the bus moved	100%
Driver guarded ramp during deployment	N/A
Appropriate assistance provided to W/C passenger on ramp/lift	N/A
Aisle free of trip hazards (strollers, carts, luggage, etc.)	100%
<b>Mobility Device Securement</b>	
Securement attempted	N/A
All four points	N/A
Placement good	N/A
Strap tension tight	N/A
Less than 2" of chair movement during transit	N/A
<b>Lap belt</b>	
Offered	N/A
Fitted over passenger (not behind the back)	N/A
Between seatback & arm rest on aisle side	N/A
<b>Shoulder belt</b>	
Offered	N/A
Fitted over passenger (not behind the back)	N/A
<b>Scooter (3 &amp; 4 wheeled)</b>	
Offered relocation to a regular seat	N/A

## Comments

- Great ride, no issues.
- Nice ride but could have been a little smoother.
- Nice smooth ride. Driver was very professional.
- Ok ride, not great but not bad either.



**DATE:** June 26, 2015  
**TO:** Board of Directors  
**FROM:** Anna Marie Gouveia, Fixed Route Superintendent  
**SUBJECT: CONSIDERATION OF PROVIDING LIMITED SERVICE TO THE 2015  
SANTA CRUZ COUNTY FAIR GROUNDS IN EXCHANGE FOR FAIR  
VENDOR SPACE**

## **I. RECOMMENDED ACTION**

**That the Board of Directors approve the request for providing Fixed Route and Paratransit service to the 2015 Santa Cruz County Fair**

## **II. SUMMARY**

- Santa Cruz County Fair commences Wednesday, September 16, 2015, and continues through Sunday, September 20, 2015.
- Santa Cruz Metropolitan Transit District (METRO) proposes service be provided on a limited basis for Wednesday, September 16, Senior Day, and on Saturday/Sunday, September 19, and 20.
- METRO proposes providing Fixed Route and Paratransit service in exchange for vendor space at the Fair.
- Bus, Paratransit Operators, Customer Service personnel, and members of the Metro Advisory Committee (MAC) will staff the appropriated space and provide METRO information to Fair patrons.
- Cost for extending Fixed Route and Paratransit service to the Fair and marketing materials at the Fair space is estimated at approximately \$4,000.

## **III. DISCUSSION/BACKGROUND**

Since 2010, METRO has provided an additional Open Door service to the Santa Cruz County Fair by extending the route 79 for a three (3) day period also providing access to the Fairgrounds by METRO's Paratransit service. METRO will contact Ms. Lynne Grossi, Director of the Santa Cruz County Fair in order to coordinate these services for Wednesday, September 16; Saturday and Sunday, September 19, and 20, 2015. In previous years METRO has provided bus service to Fair patrons and been granted the ability to park a fixed route bus in the vendors' space for educational purposes. In 2014 METRO was precluded from bringing in a fixed route bus, which impacted METRO's ability to familiarize non-public transit users to have a hands-on educational experience with METRO buses.

METRO will be proposing to offer these services in exchange for vendor space at the Fair. We expect that this vendor space will accommodate METRO staff and one

Fixed Route Vehicle, Paratransit Vehicle, for demonstration and educational purposes.

METRO staff considers this a great opportunity to conduct outreach to the community. To have METRO represented again this year will allow several departments within METRO to work together towards exhibiting METRO and promoting the benefits of using our services. Fixed Route bus operators and Paratransit operators, Customer Service staff, Metro Advisory Committee members and others will all work together to represent and be strong advocates of METRO in our community.

Information regarding Fixed Route and ParaCruz services will be provided to interested parties. Interactive games and bilingual education are also a part of our outreach efforts. Costs associated with these efforts will be approximately \$1,500. Anticipated costs for providing both Fixed Route and Paratransit service to the fair is approximately \$2,500.

Staff recommends that the Board of Directors approve the request for provision of Fixed Route service to the 2015 Santa Cruz County Fair, in exchange for vendor space, and on the basis that such service provides the base line of access to Paratransit that would not otherwise exist.

Staff recommends that the Board of Directors approve the request for provision of extending Open Door Route 79 /County Fair Service to the 2015 Santa Cruz County Fair on September 16th, 19th, and 20th.

#### **IV. FINANCIAL CONSIDERATIONS/IMPACT**

Cost for extending Fixed Route and Paratransit service to the Fair, and marketing materials at the Fair space, is estimated to be approximately \$4,000; \$2,500 for 3 days of Operators' and vehicles, \$1,500 in outreach items.

The required funding in the amount of \$4,000 is included in the FY16 Operations and Customer Service department budgets.

#### **V. ALTERNATIVES CONSIDERED**

- Do not provide Fixed Route and Paratransit Service to Fair

#### **VI. ATTACHMENTS**

**Attachment A:** Flyer

Prepared By: Maria Granados Boyce, Customer Service Supervisor  
Anna Marie Gouveia, Fixed Route Superintendent

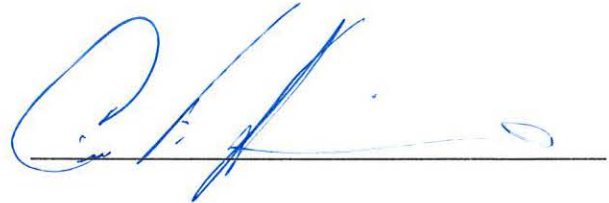
**VII. APPROVALS:**

Anna Marie Gouveia,  
Fixed Route Superintendent



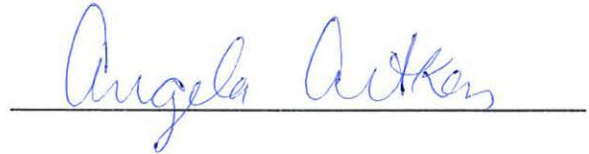
A handwritten signature in blue ink, appearing to read 'Anna Marie Gouveia', written over a horizontal line.

Approved as to form:  
Ciro Aguirre, COO



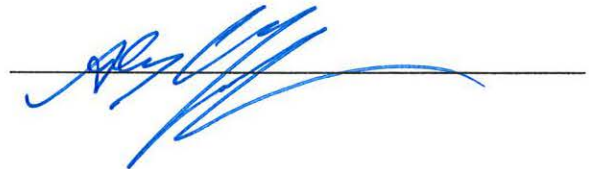
A handwritten signature in blue ink, appearing to read 'C. Aguirre', written over a horizontal line.

Approved as to fiscal impact:  
Angela Aitken, Finance Manager



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Alex Clifford, CEO/General Manager



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# Ride METRO to the County Fair!



## Santa Cruz County Fair Schedule -Route 79 County Fair

Bus makes all stops along the route.

**SCHEDULE FOR : Tuesday, September 9, 2014**

**SCHEDULE FOR: Saturday September 13 & Sunday September 14, 2014**

Departs WTC / Lane #1	Arrive Fair	Depart Fair	Arrive WTC	Departs WTC / Lane #1	Arrive Fair	Departs Fair	Arrive WTC
12:00 PM	12:25 PM	12:25 PM	12:45 PM	10:00AM	10:25 AM	10:25 AM	10:45 AM
1:00	1:25	1:25	1:45	11:00	11:25	11:25	11:25
2:00	2:25	2:25	2:45	12:00 PM	12:25 PM	12:25 PM	12:45 PM
3:00	3:25	3:25	3:45	1:00	1:25	1:25	1:45
4:00	4:25	4:25	4:45	2:00	2:25	2:25	2:45
5:00	5:25	5:25	5:45	3:00	3:25	3:25	3:45
6:00	6:25	6:25	6:45	4:00	4:25	4:25	4:45
7:00	7:25	7:25	7:45	5:00	5:25	5:25	5:45
8:00	8:25	8:25	8:45	6:00	6:25	6:25	6:45
9:00	9:25	9:25	9:45	7:00	7:25	7:25	7:45
10:00	10:30	10:30	10:50	8:00	8:25	8:25	8:45

**Regular Fares apply, all METRO Passes accepted. METRO ParaCruz will run concurrent with the Fair Schedule. Call ParaCruz at 425-4664 for a reservation.**

**8-16A.1**

For more information call: Customer Service Monday-Friday  
7:00 am-6:00pm ( 831) 425-8600  
<http://scmtd.com>

**See you at the Fair!  
Come visit us at our booth!**

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THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

# CERTIFICATE OF APPRECIATION

TO

**CURTIS VAN DYKE**  
**FM MECHANIC II**

FOR THE COMPLETION OF **15 YEARS OF SERVICE**  
**BETWEEN 2000 AND 2015.**

**GIVEN THIS 26<sup>TH</sup> DAY OF JUNE 2015.**

  
\_\_\_\_\_  
CHAIR, BOARD OF DIRECTORS

  
\_\_\_\_\_  
CEO/GENERAL MANAGER



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

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

**RESOLUTION OF APPRECIATION FOR THE SERVICES OF ROLAND T. OWENS  
AS VEHICLE SERVICE TECHNICIAN FOR THE SANTA CRUZ METROPOLITAN  
TRANSIT DISTRICT**

**WHEREAS**, the Santa Cruz Metropolitan Transit District (METRO) 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**, METRO, requiring an employee with expertise and dedication appointed Roland T. Owens to serve in the position of Vehicle Service Technician, and

**WHEREAS**, Roland T. Owens served as a member of the Fleet Maintenance Department of METRO for the time period of May 31, 1980 to May 31, 2015, and

**WHEREAS**, Roland T. Owens provided METRO with dedicated service and commitment during the time of employment, and

**WHEREAS**, Roland T. Owens served METRO with distinction, and

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

**WHEREAS**, during the time of Roland T. Owens' service, METRO expanded service, improved existing and built new operating facilities, converted the fleet to a CNG propulsion system, developed accessible bus stops, improved ridership, responded to adverse economic conditions, assumed direct operational responsibility for the Highway 17 Express service and the Amtrak Connector service, and assumed direct operational responsibility for the ParaCruz service, and

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

**NOW, THEREFORE, BE IT RESOLVED**, that upon his retirement as Vehicle Service Technician, the Board of Directors of METRO does hereby commend Roland T. Owens for his efforts in advancing public transit service in Santa Cruz County and expresses sincere appreciation on behalf of itself, METRO staff and all of the residents of Santa Cruz County.

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

**PASSED AND ADOPTED** this 26th Day of June, 2015 by the following vote:

**AYES:** Directors -

**NOES:** Directors -

**ABSTAIN:** Directors -

**ABSENT:** Directors -

Approved:

Dene Bustichi, Chair

---

Attest:

Alex Clifford, CEO/General Manager

---

Approved as to form:

Leslyn K. Syren, District Counsel

---

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

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

**RESOLUTION OF APPRECIATION FOR THE SERVICES OF CURTIS VAN DYKE AS  
FM MECHANIC II FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT**

**WHEREAS**, the Santa Cruz Metropolitan Transit District (METRO) 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**, METRO, requiring an employee with expertise and dedication appointed Curtis Van Dyke to serve in the position of FM Mechanic II, and

**WHEREAS**, Curtis Van Dyke served as a member of the Fleet Maintenance Department of METRO for the time period of June 1, 2000 to May 31, 2015, and

**WHEREAS**, Curtis Van Dyke provided METRO with dedicated service and commitment during the time of employment, and

**WHEREAS**, Curtis Van Dyke served METRO with distinction, and

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

**WHEREAS**, during the time of Curtis Van Dyke's service, METRO expanded service, improved existing and built new operating facilities, converted the fleet to a CNG propulsion system, developed accessible bus stops, improved ridership, responded to adverse economic conditions, assumed direct operational responsibility for the Highway 17 Express service and the Amtrak Connector service, and assumed direct operational responsibility for the ParaCruz service, and

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

**NOW, THEREFORE, BE IT RESOLVED**, that upon his retirement as FM Mechanic II, the Board of Directors of METRO does hereby commend Curtis Van Dyke for his efforts in advancing public transit service in Santa Cruz County and expresses sincere appreciation on behalf of itself, METRO staff and all of the residents of Santa Cruz County.

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

**PASSED AND ADOPTED** this 26th Day of June, 2015 by the following vote:

**AYES:** Directors -

**NOES:** Directors -

**ABSTAIN:** Directors -

**ABSENT:** Directors -

Approved:

Dene Bustichi, Chair

---

Attest:

Alex Clifford, CEO/General Manager

---

Approved as to form:

Leslyn K. Syren, District Counsel

---



*Santa Cruz METRO  
Outstanding Service Commendation*

Steven Marcus

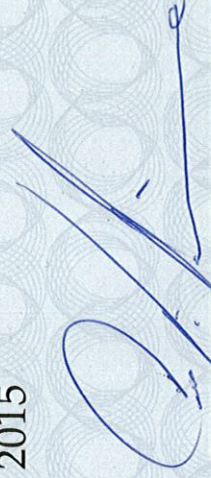
BUS OPERATOR

Has received Customer Recognition for providing Outstanding Service and is hereby provided this certificate of Commendation for dedication and commitment in the delivery of Santa Cruz METRO services.

Awarded on this 26<sup>th</sup> day of June, 2015



AnnaMarie Gouveia, Fixed Route Superintendent



Ciro Aguirre, Chief Operations Officer



Santa Cruz Metro Center  
920 Pacific Avenue  
Santa Cruz, California  
95060

*received by  
Austin  
Johnson  
5/27/15*


2015 MAY 27  
5/08/15  
PM 4:44

Dear Director of SCM,

I wanted to commend the actions of one of your drivers, Steve from Route 40. My 7 year old daughter Iphie rides the bus on Monday, Tuesday, and Thursday in the morning from the metro center to Pacific School in Davenport. On a Monday following a week long spring break, I took her to the Metro Center to catch the bus to school. Her classmate Jackson who rides the bus with her didn't make it for some reason, so she rode alone. At the CVS Pharmacy on Mission Street, the Monday adult chaperone, as well as a dozen kids, usually get on board, but this day there was no one. At this point, Iphie and Steve know that something is wrong. Steve does some research and discovers there is no school on that day, and then finds out from Iphie how to reach me and has dispatch call me as I am heading to work in Carmel. I turn around and meet the bus at the Metro Center when it returns from Davenport.

The thing is, this was a potentially scary situation for my daughter. Your driver could have been indifferent to what was going on, and let her off at the school, and driven away. Who knows what would have happened next? Instead, Steve recognized the situation early, took action to address a potential crisis, reassured her that everything would be okay, found a way to get ahold of me, and with great kindness made sure she was safe and cared for. Steve was calm and cool, and his professionalism and service was exemplary - he saved the day for Iphie and her parents, and to Steve we are very very grateful.

One more thing, this incident reminds me of how important it is to us parents that a relationship can be built between the driver and the kids who use the bus to get to Pacific School. I know that drivers change routes as per the needs of the company, but I believe it is likely helpful to lots of different groups of riders who regularly depend on Metro, that there is some consistency in terms of their drivers. It's fantastic to be able to say "Hey Steve, thanks for taking Iphie to school" and know that if there is a problem, someone capable is there to handle it.

Yours,  
Barkley Smith   
120B 20th Sttreet, Santa Cruz California





# **Year to Date Monthly Financial Report as of April 30, 2015**

Santa Cruz METRO Board of Directors

*June 26, 2015*

Angela Aitken, Finance Manager

# FY15 Operating Revenue and Expenses

## For the Month Ending April 30, 2015

83% of Fiscal Year Elapsed

<b>\$ In Thousands</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual vs Budget</b>
<b>Operating Revenue:</b>	\$2,160	\$2,154	\$6
<b>Operating Expenses:</b>			
Labor	\$1,701	\$1,642	\$59
Fringe Benefits	\$1,475	\$1,644	(\$169)
Non-Personnel Expenses	\$558	\$725	(\$167)
<b>Total Operating Expenses:</b>	<b>\$3,734</b>	<b>\$4,011</b>	<b>(\$277)</b>
<b>Operating Budget Under/(Over):</b>			<b>\$283</b>

12.2



# FY15 Operating Revenue and Expenses

Year to Date as of April 30, 2015

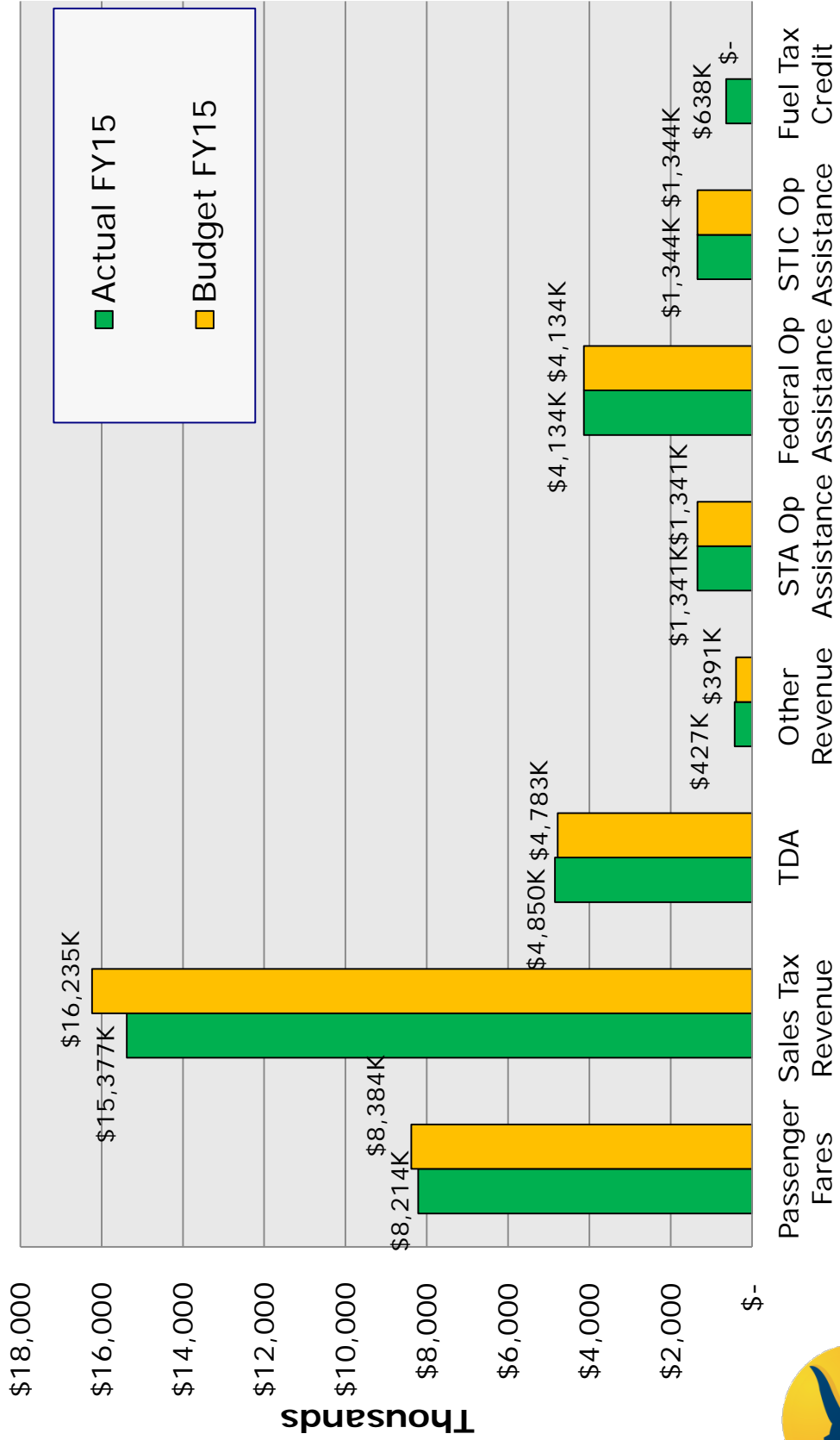
83% of Fiscal Year Elapsed

<b>\$ In Thousands</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual vs Budget</b>
<b>Operating Revenue:</b>	\$36,326	\$36,612	(\$286)
<b>Operating Expenses:</b>			
Labor	\$15,927	\$16,421	(\$494)
Fringe Benefits	\$15,046	\$16,438	(\$1,392)
Non-Personnel Expenses	\$6,764	\$7,479	(\$714)
<b>Total Operating Expenses:</b>	<b>\$37,737</b>	<b>\$40,338</b>	<b>(\$2,601)</b>
<b>Operating Budget Under/(Over):</b>			<b>\$2,315</b>

12.3

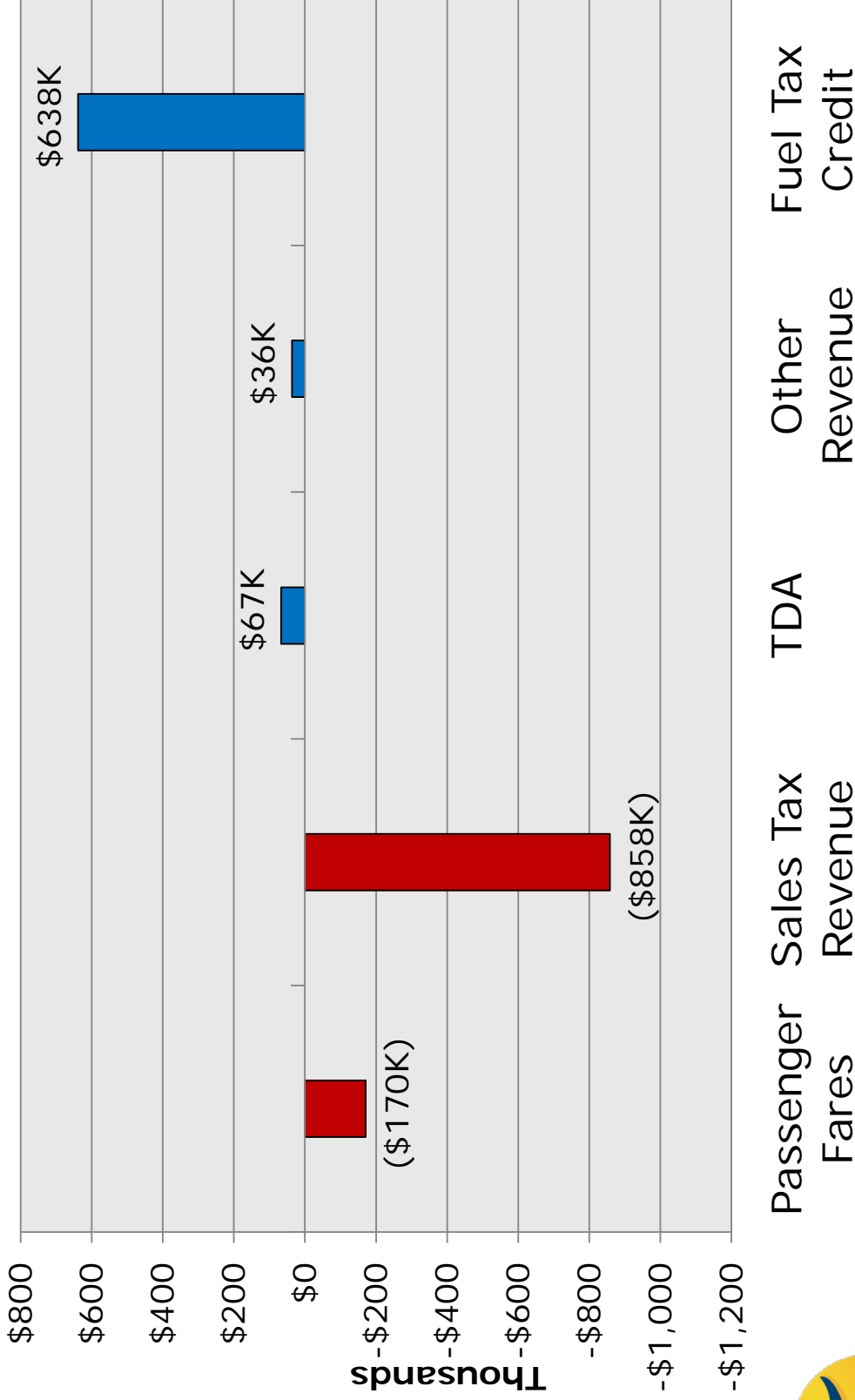


# FY15 Operating Revenue by Major Funding Source Year to Date as of April 30, 2015 83% of Fiscal Year Elapsed



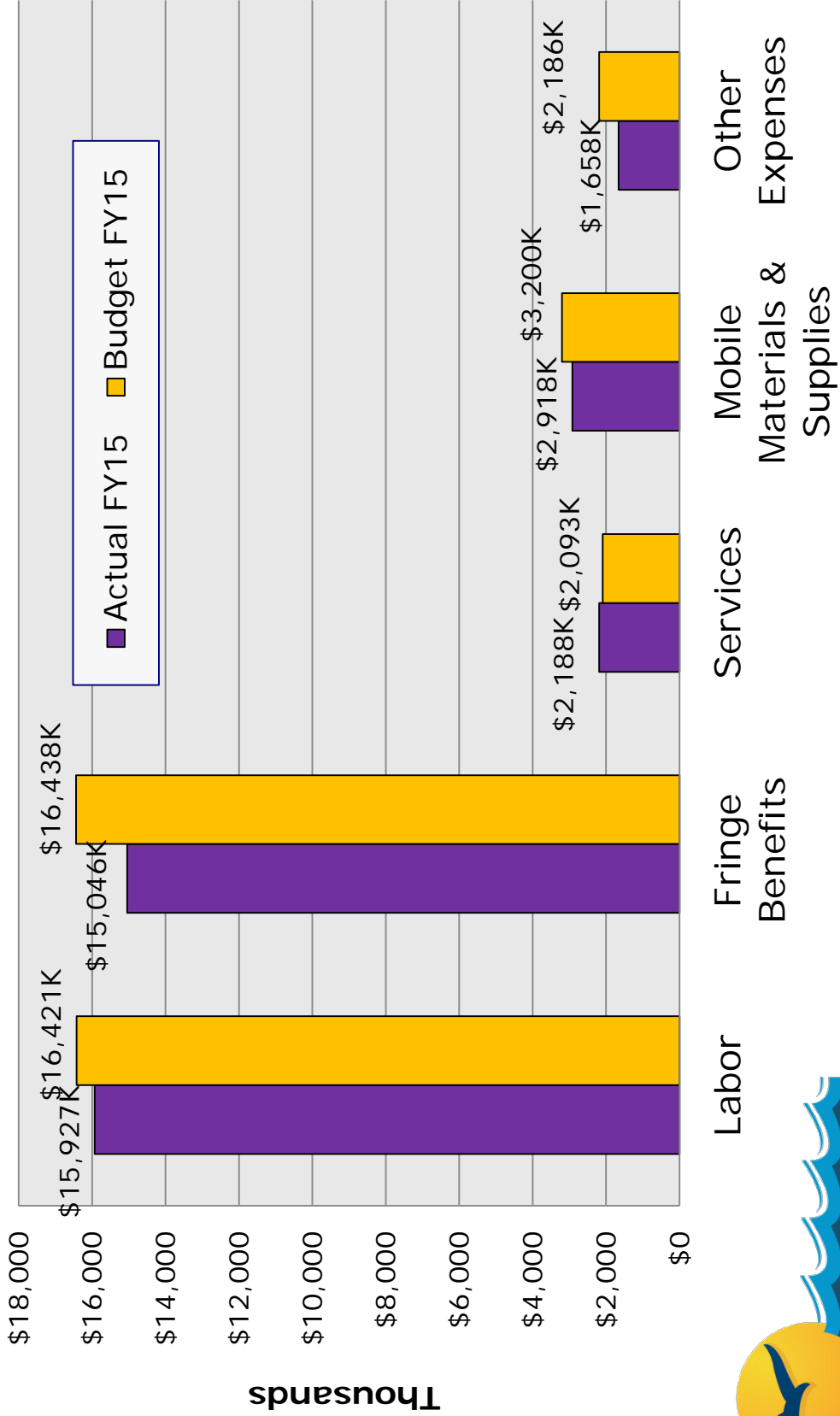
# Favorable/(Unfavorable) Revenue Variance to Budget Year to Date as of April 30, 2015

83% of Fiscal Year Elapsed



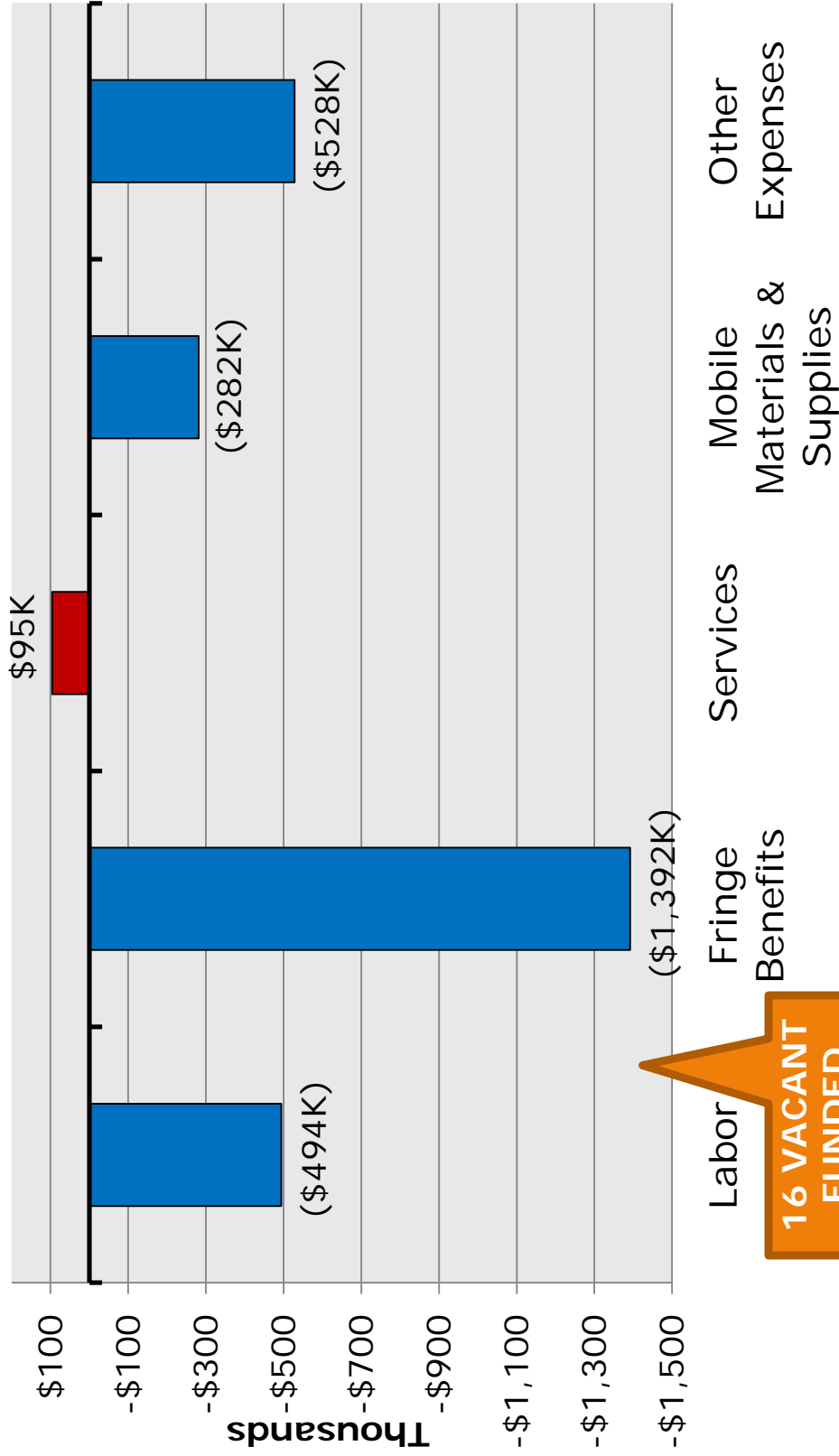
# FY15 Operating Expenses by Major Expense Category Year to Date as of April 30, 2015

83% of Fiscal Year Elapsed



(Favorable)/Unfavorable Expense Variance to Budget  
Year to Date as of April 30, 2015

83% of Fiscal Year Elapsed



12.7

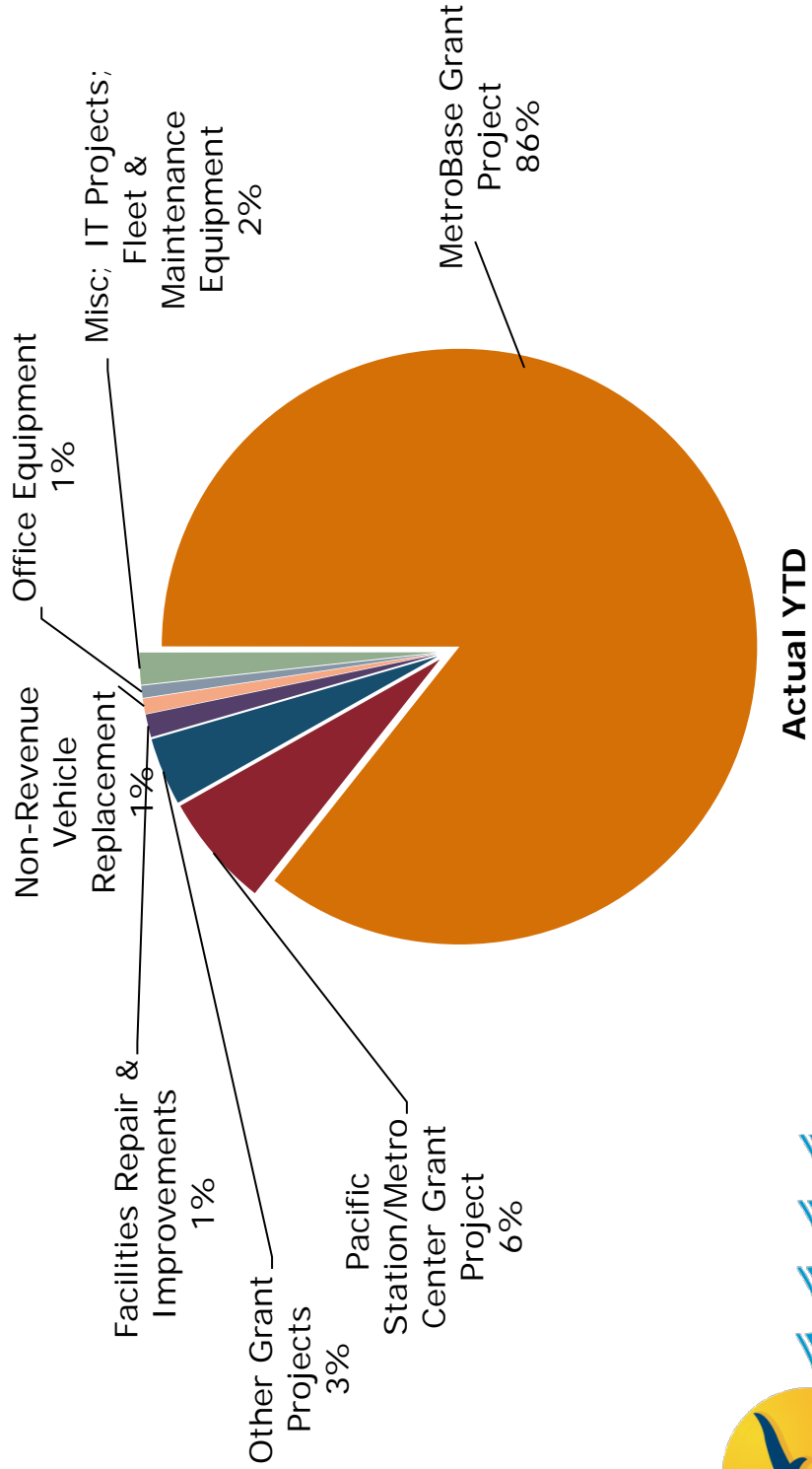


# FY15 Capital Budget

Year to Date as of April 30, 2015

83% of Fiscal Year Elapsed

	Actual YTD	Total FY15 Budget	% Spent YTD
<b>Total Capital Projects:</b>	<b>\$6,763,269</b>	<b>\$21,798,822</b>	<b>31%</b>





# MetroBase Phase II Operations Building Life of Project

Budget Adopted May 8, 2015

Spending as of June 17, 2015

12.9



# MetroBase Phase II - Life of Project

## Spending as of June 17, 2015

\$ In Thousands	Budget	Actual	Remaining	% Spent
LCN – Prime Construction Contract	\$13,572	\$10,636	\$2,936	78%
Construction Contract Contingency	\$1,771	\$73	\$1,697	4%
In-House Project Management	\$662	\$478	\$184	72%
Consultant Costs (Hill Int'l., TRC and RNL)	\$5,395	\$3,329	\$2,066	62%
Non-Construction Contingencies	\$62	\$0	\$62	0%
Contracted Professional Services – prior to 9/26/14	\$150	\$150	\$0	100%
Additional Cost and Services (VSWs, Security, Dubois, etc.)	\$2,992	\$1,600	\$1,392	53%
<b>Totals Under/(Over):</b>	<b>\$24,604</b>	<b>\$16,266</b>	<b>\$8,338</b>	<b>66%</b>

12.10



# Questions

12.11



SANTA CRUZ METRO

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**DATE:** June 26, 2015  
**TO:** Board of Directors  
**FROM:** Angela Aitken, Finance Manager  
**SUBJECT:** **ADOPTION OF THE FINAL FY16 AND FY17 BUDGET**

**I. RECOMMENDED ACTION**

**That the Board of Directors adopt a resolution approving the FY16 & FY17 Final Budget as presented in Attachments C-I.**

**II. SUMMARY**

- The FY16 Revised and FY17 Final Operating Budgets, and FY16 Final Capital Budget are presented this month for Board and public review. A public hearing has been scheduled for 9:00 am, or as soon as thereafter the matter can be heard, on June 26, 2015 in the Santa Cruz City Council Chambers.
- The proposed two-year **FY16 Revised and FY17 Final line item Operating Budgets – Attachment C** total **\$49,594,699** and **\$51,427,144** respectively. This is a Final budget, which reflects the latest data regarding revenues and expenses.
- The **Final FY16 Capital Budget – Attachment D** totals **\$13,248,387**
- On June 27, 2014 the Board adopted the FY15 and FY16 Operating Budgets. Santa Cruz METRO produces a 2-year rolling budget. This budget revises the FY16 Operating Budget and presents a new FY17 Operating Budget.
- A Budget Workshop with the Unions was held on May 8, 2015 to answer questions about the two-year FY16 Revised and FY17 Operating Budgets and the FY16 Capital Budget and to obtain input from our union partners.
- The **Summary of Changes** to the Operating and Capital Budgets between May 22, 2015, when the Preliminary Budgets were presented, and June 26, 2015, when the Final Budgets are presented, is shown in **Attachment B**.
- The **Unfunded Capital Projects** list, as of 5/5/15, presented in **Attachment E**, totals approximately \$200M over the next ten years to get Santa Cruz METRO to a State of Good Repair.
- The **Authorized and Funded Personnel** lists are presented in **Attachment F**.
- Staff recommends that the Board of Directors adopt a resolution approving the FY16 & FY17 Final Budget as presented in Attachments C-I.

### III. DISCUSSION/BACKGROUND

The Board of Directors must adopt the FY16 and FY17 Operating Budgets and FY16 Capital Budget by June 30, 2015. The FY16 Revised and FY17 Final Operating Budgets and the FY16 Final Capital Budget are presented this month for Board and public review. A public hearing has been scheduled for 9:00 am, or as soon as thereafter the matter can be heard, on June 26, 2015 in the Santa Cruz City Council Chambers.

On June 27, 2014 the Board adopted the FY15 and FY16 Operating Budgets. Santa Cruz METRO produces a 2-year rolling budget. This budget revises the FY16 Operating Budget and presents a new FY17 Operating Budget.

A Budget Workshop with the Unions was held on May 8, 2015 to answer questions about the two-year FY16 Revised and FY17 Operating Budgets and the FY16 Capital Budget and to obtain input from our union partners.

#### A. Operating Revenues

Operating Revenues total \$49,594,699 in FY16 and \$51,427,144 in FY17, inclusive of Transfers from Reserves. Major Operating Revenue assumptions in the FY16 Revised Budget over the FY16 Budget, include:

- Passenger Fares – decrease of -13.2% or (\$578K)
- Special Transit Fares – decrease of -3.1% or (\$110K)
- Paratransit Fares – increase of 6.1% or \$20K, as per Public Hearing on April 10, 2015: Consideration of Fare Restructuring of Highway 17 Express and ParaCruz Service and Fare changes
- Highway 17 Fares – increase of 5.1% or \$86K, as per Public Hearing on April 10, 2015: Consideration of Fare Restructuring of Highway 17 Express and ParaCruz Service and Fare changes
- Sales Tax – decrease of -9.3% or (\$1,958K)
- Transportation Development Act (TDA) - decrease of -2.9% or (\$191K)
- FTA Sec 5307 – Operating Assistance - decrease of -5.4% or (\$238K)
- FTA Sec 5307 – STIC – decrease of -7.5% or (\$107K)
- Low Carbon Transit Operations Program (LCTOP) – increase of 100% or \$101K - new source of funding this fiscal year

- (Alternative) Fuel Tax Credit – increase of 100% or \$638K. (Funds will be transferred to reserves, as per Board direction on 1/23/2015)
- Transfer (to)/from Operating Reserves – increase of 57.7% or \$1,844K.

Budget assumptions above are consistent with revenue trends from the past 5 years, actual revenue collections for the first 7 months in FY15, as well as current economic indicators and information updates from local, state and federal authorities.

Potential revenue increases in Passenger Fares and Advertising, presented at the Structural Deficit Workshop (V of VII) in January 2015 are not included in the budget, as both were based on hiring a new Marketing, Communications & Customer Service Manager. The position, while authorized by the Board, is unfunded in the FY16 Revised and FY17 Final Operating Budgets due to the budget shortfall.

The Low Carbon Transit Operations Program (LCTOP) funding was added to the Revised FY16 & FY17 Operating Budget for a Watsonville Customer Service position, and in the FY16 Capital Budget for the Watsonville Transit Center Customer Service Booth Remodel. Our application for this grant is in jeopardy of not being accepted. Staff is working with our State Legislative advocate to try to resolve the situation. In each fiscal year, this grant is worth \$182K.

## **B. Operating Expenses**

Operating Expenses total \$49,594,699 in FY16 and \$51,427,144 in FY17. Major Operating Expenses assumptions in the FY16 Revised Budget over the FY16 Budget, include:

- Personnel Expenses (Labor and Fringe Benefits) decreased by -1.8% or (\$757K).

Most positions approved since November 2014, as well as the following three new positions are included in the FY16 Revised and FY17 Final Budgets:

- Custodial Service Worker I: 1 FTE to cover the Watsonville Transit Center and the Paracruz administrative offices custodial work that was previously contracted out.
- Customer Service Coordinator: 1 FTE for the new Customer Service Office at the Watsonville Transit Center. The position is funded from the Low Carbon Transit Operating Program (LCTOP) in FY16 and FY17.
- Reservationist: 1 FTE in Paratransit

Positions, approved since November 2014, that are unfunded in the FY16 Revised and FY17 Final Budgets due to the budget shortfall are listed below:

- Marketing, Communications & Customer Service Manager: 1 FTE
- Database Administrator: 1 FTE

Total Personnel Expenses decreased in the FY16 Revised budget, primarily due to the following:

- Minimal or no budget impact when converting existing positions to new positions.
- Reduction of 1 Fixed Route Bus Operator FTE due to discontinued Route 6 Service.
- Incorporated budget efficiencies, as presented at the Structural Deficit Workshop (V of VII) in January 2015, primarily resulting in reduction in Bus Operator Overtime, which results from moving from Dubois to the new Operations facility on River Street.
- Incorporated budget and operational efficiencies, as presented at the Public Hearing on April 10, 2015: Consideration of Fare Restructuring of Highway 17 Express and ParaCruz Service and Fare changes.
- Reduction of 4 Paratransit Van Operators through attrition (2 vacant positions and 2 anticipated retirements).
- Budget reductions in Retirement, State Disability (SDI) and State Unemployment (SUI) insurance accounts are due to lower than anticipated percentage changes in employer contribution rates.
- Budget reduction in Worker's Comp Insurance: average spending for the past 8 years does not exceed \$850K.
- **Non-Personnel Expenses** decreased by -3.5% or (\$320K).

To narrow the budget gap and promote operational efficiencies, Staff took the approach to align the FY16 Revised Budget projections in Non-Personnel to the FY14 Actuals, and implement further budget reductions, where possible. As a result, budget savings are anticipated in most Non-Personnel categories, as depicted in the table below:



<b>ACTUAL</b>	<b>ACTUAL FY14</b>	<b>REVISED BUDGET FY16</b>	<b>\$ VAR</b>
SERVICES	\$2,547,777	\$2,854,293	\$306,516
MOBILE MATERIALS & SUPPLIES	\$3,808,475	\$3,745,084	(\$63,391)
OTHER MATERIALS & SUPPLIES	\$359,431	\$352,489	(\$6,942)
UTILITIES	\$481,051	\$525,189	\$44,139
CASUALTY & LIABILITY	\$817,808	\$718,926	(\$98,882)
TAXES	\$40,673	\$45,249	\$4,576
PURCHASED TRANS.	\$213,032	\$200,000	(\$13,032)
MISC EXPENSE	\$248,528	\$253,737	\$5,209
LEASES & RENTALS	\$207,247	\$218,861	\$11,614
<b>NON-PERSONNEL TOTAL</b>	<b>\$8,724,023</b>	<b>\$8,913,828</b>	<b>\$189,806</b>

Some of the budget efficiencies and reductions will be reinvested in the following, which are now in the FY16 Revised and FY17 Final budgets:

- Class and Comp Study
- ADA Bus Stop and Facilities Assessment
- Marketing Budget in Customer Service department.

**Expenses by Department:**

Significant budget variances in the FY16 Revised Budget over the FY16 Budget, include:

- Administration – decrease of -40.8% or (\$845K) primarily due to the transfer of positions, listed below, to the new Planning, Grants, Governmental Affairs department:
  - Planning and Development Manager: 1 FTE
  - Grants/Legislative Analyst: 1 FTE
  - Jr. Transportation Planner: 1 FTE
  - Sr. Transportation Planner: 1 FTE
  - Transit Surveyor: 0.5 FTE

- Schedule Analyst: 2 FTEs

Non-Personnel Expenses in Administration are kept near or below FY14 Actuals with the exception of Prof/Technical Fees due to new budget items listed below:

- Class and Comp Study
- Team Building
- Fare Media Audit
- Financial Analytics

In addition, Employee Training and Travel budgets, previously budgeted in Administration for most departments, are transferred to the departments where costs are being incurred.

- Customer Service – increase of 12.4% or \$89K due to a new position: Customer Service Coordinator: The position is funded from the Low Carbon Transit Operating Program (LCTOP).

Total Non-Personnel Expenses in Customer Service are below FY14 Actuals. The significant increase in Advertising – District Promotion is due to the added budget for Marketing. The increase is offset by savings in Printing (cost reduction in Publication and stickers to be realized with bi-yearly printing from quarterly; Separation of Customer Guide portion and Schedule portion of Headways) and other Non-Personnel accounts.

- Information Technology – increase of 14.0% or \$132K primarily due to an increase in Repair- Equipment resulting from contractual increases for software maintenance and support.

Planning, Grants, Governmental Affairs – increase of 100% or \$1,025K due to creation of this new department and the transfer of 6.5 FTEs from Administration, as well as allocated funds for the Systemwide Restructuring Project. There is a possibility that a portion of this expense will be offset by the repurposing of the Trolley Study Grant to the Systemwide Restructuring Project.

- District Counsel – increase of 18.3% or \$94K due to:
  - ADA Bus Stop and Facilities Assessment budgeted in Prof/Tech Fees

- Legal Services (previously budgeted in the Risk Management Department)
- Facilities Maintenance – decrease of 5.2% or (\$150K) due to anticipated budget efficiencies resulting from keeping Non-Personnel Expenses near or below FY14 Actuals, with the exception of Prof/Technical Fees, where \$25K is allocated for an Engineering Review of the Maintenance Building.
- Paratransit Program – decrease of -12.2% or (\$704K) due to:
  - Budget efficiencies, as presented at the Public Hearing on April 10, 2015, resulting in the defunding of 4 Van Operators through attrition (2 vacant positions and 2 anticipated retirements).
  - Defunding the vacant Clerk I-II-III position and moving the funds to a new position, Assistant Safety Coordinator funded in Operations.
  - Budget reductions in Overtime, Retirement, State Disability (SDI) and State Unemployment (SUI), and Worker’s Comp Insurance.
  - Budget Reduction in Purchased Transportation.
- Operations – decrease of -4.2% or (\$109K) due to:
  - Budget savings in Personnel Expenses: Operations Manager position converted to an Assistant Superintendent; Retired Transit Supervisors replaced by new hires at lower pay rates; Budget Reduction in Worker’s Comp Insurance.
  - Anticipated Efficiencies in Non-Personnel Expenses, primarily in Telecommunications.
- Bus Operators – decrease of -2.8% or (\$541K) due to:
  - Reduction of 1 Fixed Route Bus Operator FTE due to discontinued Route 6 Service.
  - Incorporated budget efficiencies, as presented at the Structural Deficit Workshop (V of VII) in January 2015, primarily resulting in reduction in Bus Operator Overtime as a result of moving Operations from Dubois to the new facility on River Street.
  - Budget reduction in Worker’s Comp Insurance.

- Fleet Maintenance – decrease of -4.4% or (\$405K) primarily due to anticipated budget efficiencies resulting from keeping Non-Personnel Expenses near or below FY14 Actuals with the exception of Telecommunications (WiFi costs).
- Retired Employee Benefits – increase of 11.2% or \$283K due to the increase in number of benefited retirees, as well as rising Medical Insurance Premiums.

### **C. Capital Budget**

The **Final FY16 Capital Budget** as shown in **Attachment D** totals **\$13,248,387**

The Final FY16 Capital budget is a combination of ongoing and new capital projects. These capital projects are funded by a variety of sources and are detailed on **Attachment D**. Noteworthy capital project activity (> \$100K) this fiscal year include:

- Ongoing - Metrobase Project – Judy K. Souza Operations Facility – It is expected that this project will be completed in mid-FY16. Effective June 30, 2015, the Project Manager Position will become a reduction in workforce and will not be funded in FY16. There is not sufficient workload at a Project Manager level to sustain this position. Santa Cruz METRO currently contracts for Metrobase Phase II project and construction management and the CEO envisions that any future Santa Cruz METRO construction projects will include contracted project and construction management. The Metrobase Administrative Specialist is currently vacant and will also not be funded in FY16. Four Provisional VSW positions assigned to the Metrobase Project will also become a reduction in workforce upon completion of the Project.
- Ongoing - Transit Security Projects – Cal-OES project funds have been added to the Judy K. Souza Operations Facility project and programmed for security measures. Projects include an electronic security gate, security cameras, a radio tower and property line fencing to name a few.
- Ongoing - Pacific Station Conceptual Design Project – It is anticipated that the conceptual design aspect of this project will end in early FY16 with the environmental process to follow.
- Ongoing – Watsonville Transit Center Conceptual Design – Staff will be seeking final board approval on conceptual design in early FY16.
- New – Finance Software Replacement – this provides for *partial funding* for new comprehensive financial software to replace existing antiquated software.

- Ongoing – Upgrade L/CNG Fueling Facility - Project is currently funded in the FY15 Capital Budget but is not anticipated to be completed prior to fiscal year end.
- Ongoing – Bus Stop Repairs / Improvements - provides funding for much needed repairs to bus stops throughout the system.
- Ongoing – Paracruz Van Replacement – project funded with STIP (grant) funds to replace four (4) Paratransit vehicles.
- New – Non-Revenue Vehicle Replacement – New Bus and Bus Facilities FTA Section 5339 Program funds (replaces the FTA Section 5309 Bus and Bus Facilities Program) that will be used to purchase seven (7) non-revenue vehicles.
- New – Placeholder for Remainder of the FTA 5339 Funds - Staff is finalizing the comprehensive list of projects to be funded with the remainder of the combined FY14 and FY15 FTA 5339 allocations.

#### **IV. FINANCIAL CONSIDERATIONS/IMPACT**

The proposed two-year FY16 Revised and FY17 Final line item Operating Budgets total \$49,594,699 and \$51,427,144, respectively. The budgets, as presented, are balanced budgets with the use of funds from the Operating / Capital Reserves account. However, the FY16 Revised and FY17 Final Operating Budgets are not structurally balanced budgets. This means that recurring expenses exceed recurring revenues.

#### **V. ALTERNATIVES CONSIDERED**

- There are no recommended alternatives at this time. Staff recommends that the Board of Directors adopt a resolution approving the FY16 Revised & FY17 Final Budget as presented in Attachments C – I.

#### **VI. ATTACHMENTS**

- Attachment A:** FY16 & FY17 Budget Resolution
- Attachment B:** Changes to the Operating and Capital Budgets between May 22, 2015 and June 26, 2015
- Attachment C:** FY16 Revised and FY17 Final line item Operating Budgets
- Attachment D:** FY16 Final Capital Budget
- Attachment E:** Unfunded Capital Projects as of 5/5/15

- Attachment F:** Authorized and Funded Personnel: FY16 & FY17 Final Operating Budget and FY16 Capital Budget
- Attachment G:** FY16 Board Member Travel
- Attachment H:** FY16 Employee Incentive Program
- Attachment I:** Preliminary Schedule of Reserve Balances
- Attachment J:** Presentation – FY16 & FY17 Final Budget

Prepared By: Kristina Mihaylova, Sr. Financial Analyst  
Debbie Kinslow, Assistant Finance Manager

**VII. APPROVALS:**

Angela Aitken, Finance Manager

  
\_\_\_\_\_


Approved as to form:  
Leslyn K. Syren, District Counsel

  
\_\_\_\_\_

Approved as to fiscal impact:  
Angela Aitken, Finance Manager

  
\_\_\_\_\_

Alex Clifford, CEO/General Manager

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

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

**A RESOLUTION OF THE**  
**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT ADOPTING A**  
**BUDGET FOR FISCAL YEARS 2016 AND 2017**

**WHEREAS**, it is in the interest of the Santa Cruz Metropolitan Transit District to adopt a budget for each fiscal year;

**WHEREAS**, a budget for Capital and Operating expenses and revenues has been developed for fiscal years 2016 and 2017;

**NOW, THEREFORE, BE IT RESOLVED**, that the budget attached hereto as Attachment C – Attachment I and presented to the Board of Directors is hereby adopted.

**PASSED AND ADOPTED** this 26th day of June 2015, by the following vote:

**AYES:           Directors -**

**NOES:           Directors -**

**ABSTAIN:       Directors -**

**ABSENT:        Directors -**

**APPROVED** \_\_\_\_\_  
Dene Bustichi  
Board Chair

**ATTEST** \_\_\_\_\_  
Alex Clifford  
CEO/General Manager

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Leslyn Syren  
District Counsel

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Revenue Sources

	FY16 Revised		FY17 Final	
<b>Budget 05/22/2015</b>	\$	<b>49,380,125</b>	\$	<b>51,256,160</b>
Transfer (to)/from Reserves	\$	214,574	\$	170,984
<b>Final Budget 06/26/2015</b>	\$	<b>49,594,699</b>	\$	<b>51,427,144</b>

Consolidated Expenses

	FY16 Revised		FY17 Final	
<b>Budget 05/22/2015</b>	\$	<b>49,380,125</b>	\$	<b>51,256,160</b>
Defunding FM Mech II and Funding Electronic Technician: Fleet Maintenance	\$	3,650	\$	(1,169)
Adding one additional Reservationist: Paratransit	\$	74,711	\$	80,661
Funding Accessible Services Coordinator Full Time: Paratransit	\$	42,199	\$	43,513
OT Adjustments for NonDrivers: Paratransit	\$	(4,626)	\$	(4,679)
Wage Increase for Safety, Security and Risk Manager: Risk Management	\$	5,966	\$	(26)
Overtime Costs associated with Runtime Calibration: Bus Operators	\$	35,671	\$	35,681
Engineering Services: Planning	\$	40,000	\$	-
Security Services: Risk Management	\$	10,000	\$	10,000
Sales Tax Admin Fees: Finance	\$	7,003	\$	7,003
<b>Final Budget 06/26/2015</b>	\$	<b>49,594,699</b>	\$	<b>51,427,144</b>

**FINAL FY16 CAPITAL BUDGET  
CHANGES 5/22/15 - 6/26/15**

**Attachment B**

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**FY16 CAPITAL BUDGET MAY 22, 2015:** **\$ 18,141,234**

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CAPITAL PROJECT	SOURCE	AMOUNT	TOTAL
<b>Adjust:</b> Metrobase Project - Judy K Souza Operations Bldg.	PTMISEA	\$ (2,725,000)	
	SLPP	\$ (1,380,000)	
	SALES TAX		
	MATCH	\$ (1,380,000)	
	Cal-OES	\$ 646,033	

**Reason:** Reduce funding sources to the current estimated amount remaining as funds are being drawn down as progress continues on this project; Add Prop 1B CTSGP CalOES funds as per revised life-of-project budget adopted 5/8/15.

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**Carryover:** Upgrade L/CNG Facility RESERVE \$ 130,000

**Reason:** Project is currently funded in the FY15 Capital Budget but is not anticipated to be completed prior to fiscal year end, therefore must be carried forward.

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**Add:** WTC Renovations & Repairs (Paint Tower) RESERVE \$ 30,000

**Reason:** Project budget was reduced to \$7K in the Revised FY15 Capital Budget dated 3/27/15. Project has been resurrected and will be completed in FY16.

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**Swap Source of Funding:** Mid-Life Bus Engine Overhauls Campaign RESERVE \$ (152,000)

**Reason:** Project originally funded with Reserves; but will now be funded with FTA 5339 funds and the 20% local match with Reserves. Staff is finalizing the comprehensive list of projects to be funded with the FY14 and FY15 FTA 5339 grant allocations.

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**Swap Source of Funding:** Bus Repaint Campaign (~ 12 per year) RESERVE \$ (168,000)

**Reason:** Project originally funded with Reserves; but will now be funded with FTA 5339 funds and the 20% local match with Reserves. Staff is finalizing the comprehensive list of projects to be funded with the FY14 and FY15 FTA 5339 grant allocations.

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**Add:** Purchase 1 Paratransit Vehicle FTA 5310 \$ 50,400  
RESERVE \$ 12,600

**Reason:** New FTA Section 5310 Grant Award (Enhanced Mobility of Seniors and Individuals with Disabilities Program) funding available for one (1) Paratransit vehicle; vehicle specification discussions in progress.

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**FINAL FY16 CAPITAL BUDGET  
CHANGES 5/22/15 - 6/26/15**

**Attachment B**

CAPITAL PROJECT	SOURCE	AMOUNT	TOTAL
<b>Carryover:</b> Office Furniture Ergonomic & Distressed Furniture	STA	\$ 40,000	
<b>Reason:</b> Project is currently funded in the FY15 Capital Budget but is not anticipated to be completed prior to fiscal year end, therefore must be carried forward.			
<b>Carryover:</b> Replace two (2) Photocopier / Scanners	STA	\$ 2,000	
<b>Reason:</b> Carryover excess funds from photocopier / scanner replacement project to augment the Office Furniture Ergonomic & Distressed Furniture Project.			
<b>Swap Source of Funding:</b> WTC Police Substation - Workstation	RESERVE	\$ 1,120	
<b>Reason:</b> Project originally intended to be funded with FTA 5339 funds, but to expedite purchase, Reserves will now be used. The Risk department intentionally reserved this amount in the FY15 budget to be carried forward to offset this purchase.			
<b>Sources of Funds:</b>			
	SLPP	\$ (2,725,000)	
	PTMISEA	\$ (1,380,000)	
	SALES TAX	\$ (1,380,000)	
	RESERVE	\$ (146,280)	
	STA	\$ 42,000	
	FTA	\$ 50,400	
	Cal-OES	\$ 646,033	
<b>TOTAL CAPITAL BUDGET REVISIONS SINCE 5/22/15:</b>			<b>\$ (4,892,847)</b>
<b>FINAL FY16 CAPITAL BUDGET AS OF JUNE 26, 2015:</b>			<b>\$ 13,248,387</b>

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# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET REVENUE SOURCES

REVENUE SOURCE	ACTUAL	BUDGET	BUDGET	REVISED	% CHANGE		FINAL	% CHANGE
	FY14	FY15	FY16 June 2014	FY16 June 2015	BUDGET FY16	REVISED BUDG FY16	BUDGET FY17	BUDG FY17
1 Passenger Fares	3,850,237	4,250,459	4,377,973	3,800,000	3,850,000	-13.2%	3,850,000	1.3%
2 Special Transit Fares	3,336,122	3,407,643	3,509,872	3,400,000	3,550,000	-3.1%	3,550,000	4.4%
3 Paratransit Fares	327,498	323,795	333,509	354,000	354,000	6.1%	354,000	0.0%
4 Highway 17 Fares	1,500,202	1,640,203	1,689,409	1,775,000	1,825,000	5.1%	1,825,000	2.8%
5 Highway 17 Payments	497,552	455,260	468,918	500,000	500,000	6.6%	500,000	0.0%
6 Commissions	2,848	5,768	5,941	3,500	3,500	-41.1%	3,500	0.0%
7 Advertising Income	281,391	225,000	225,000	225,000	275,000	0.0%	275,000	22.2%
8 Rent Income	159,141	165,763	170,736	144,344	150,000	-15.5%	150,000	3.9%
9 Interest Income	74,639	45,000	35,000	65,000	45,000	85.7%	45,000	-30.8%
10 Other Non-Transp Revenue	17,466	18,000	18,000	13,000	15,000	-27.8%	15,000	15.4%
11 Sales Tax (1/2 cent)	18,297,933	19,675,758	21,053,061	19,095,116	19,477,018	-9.3%	19,477,018	2.0%
12 SLPP Backfill for Metro Base	(2,612,760)	(3,012,000)	-	(2,000,000)	-	100.0%	-	-100.0%
13 Transp Dev Act (TDA) Funds	6,114,316	6,377,610	6,568,938	6,377,491	6,377,491	-2.9%	6,377,491	0.0%
14* FTA Sec 5307 - Op Assistance	4,068,224	4,133,984	4,401,049	4,163,523	4,246,793	-5.4%	4,246,793	2.0%
15 FTA Sec 5311 - Rural Op Asst	207,574	212,267	229,157	177,787	181,343	-22.4%	181,343	2.0%
16 AMBAG/CTC/Misc. Grant Funding	7,094	10,000	84,749	64,000	64,000	-24.5%	64,000	0.0%
17 STIC	1,443,685	1,344,113	1,430,946	1,323,588	2,118,060	-7.5%	2,118,060	60.0%
18 STA - SLPP Backfill for Metro Base	2,612,761	3,012,000	-	2,000,000	-	100.0%	-	-100.0%
19 STA - Operating (Current Year)	2,953,083	2,689,917	2,800,000	2,832,152	2,832,152	1.1%	2,832,152	0.0%
20 Low Carbon Transit Operations Progra	-	-	-	100,694	182,694	100.0%	182,694	81.4%
21 Fuel Tax Credit	320,287	-	-	638,208	638,208	100.0%	638,208	0.0%
22 Fuel Tax Credit (Transfer to Reserves)	-	-	-	(638,208)	(638,208)	100.0%	(638,208)	0.0%
23 Carryover from Previous Years	309,859	-	-	-	-	0.0%	-	0.0%
24 Medicare Subsidy	120,121	75,000	75,000	141,743	167,256	89.0%	167,256	18.0%
25 Transfer (to)/from Operating Reserves	766,981	3,408,933	3,194,673	5,038,761	5,212,837	57.7%	5,212,837	3.5%
<b>TOTAL REVENUE</b>	<b>44,786,254</b>	<b>48,464,472</b>	<b>50,671,930</b>	<b>49,594,699</b>	<b>51,427,144</b>	<b>-2.1%</b>	<b>51,427,144</b>	<b>3.7%</b>

\* FTA funding is used solely to fund labor expense

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET

Consolidated Expenses

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET FY16 June 2015	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>LABOR</b>							
501011 Bus Operator Pay	8,915,342	9,378,428	9,761,937	9,550,366	-2.2%	9,960,330	4.3%
501013 Bus Operator OT	2,051,847	2,105,529	2,191,418	1,904,774	-13.1%	1,726,574	-9.4%
501021 Other Salaries	7,007,828	7,748,334	7,939,699	8,114,801	2.2%	8,504,768	4.8%
501023 Other OT	707,861	473,197	488,470	513,937	5.2%	526,835	2.5%
<b>Totals</b>	<b>18,682,879</b>	<b>19,705,489</b>	<b>20,381,523</b>	<b>20,083,878</b>	<b>-1.5%</b>	<b>20,718,506</b>	<b>3.2%</b>
<b>FRINGE BENEFITS</b>							
502011 Medicare/Soc. Sec.	288,038	342,772	353,385	348,447	-1.4%	360,174	3.4%
502021 Retirement	3,541,673	4,333,972	4,750,432	4,538,548	-4.5%	5,104,471	12.5%
502031 Medical Ins	7,713,956	8,475,197	9,180,889	9,658,090	5.2%	10,411,265	7.8%
502041 Dental Ins	525,098	537,457	554,288	554,034	0.0%	572,781	3.4%
502045 Vision Ins	133,500	129,498	133,383	128,734	-3.5%	129,054	0.2%
502051 Life Ins/AD&D	46,905	50,443	51,833	52,358	1.0%	53,979	3.1%
502060 State Disability Ins (SDI)	210,959	238,577	293,289	219,218	-25.3%	232,996	6.3%
502061 Long Term Disability Ins	127,534	148,562	150,345	143,298	-4.7%	159,601	11.4%
502071 State Unemployment Ins (SUI)	81,788	84,712	112,712	75,080	-33.4%	79,889	6.4%
502081 Worker's Comp Ins	888,406	1,364,750	1,405,693	850,000	-39.5%	850,000	0.0%
502101 Holiday Pay	473,355	643,075	664,771	660,541	-0.6%	690,533	4.5%
502103 Floating Holiday	101,502	94,595	89,277	96,241	7.8%	101,226	5.2%
502109 Sick Leave	737,646	1,031,292	1,020,199	1,013,417	-0.7%	1,059,354	4.5%
502111 Annual Leave	2,249,067	2,014,456	2,059,947	1,981,314	-3.8%	2,065,752	4.3%
502121 Other Paid Absence	190,522	150,561	155,643	195,454	25.6%	204,193	4.5%
502251 Phys. Exams	9,300	14,110	14,110	14,110	0.0%	14,110	0.0%
502253 Driver Lic Renewal	3,128	4,656	4,656	4,656	0.0%	4,656	0.0%
502999 Other Fringe Benefits	56,974	66,648	61,680	63,453	2.9%	61,221	-3.5%
<b>Totals</b>	<b>17,379,353</b>	<b>19,725,332</b>	<b>21,056,533</b>	<b>20,596,993</b>	<b>-2.2%</b>	<b>22,155,255</b>	<b>7.6%</b>



# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET Consolidated Expenses

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET FY16 June 2015	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>SERVICES</b>							
503011 Acting/Audit Fees	75,011	82,250	83,250	83,250	0.0%	83,250	0.0%
503012 Admin/Bank Fees	330,343	347,200	353,050	360,003	2.0%	360,003	0.0%
503031 Prof/Technical Fees	209,398	229,950	249,291	615,558	146.9%	279,042	-54.7%
503032 Legislative Services	91,960	105,000	105,000	94,000	-10.5%	94,000	0.0%
503033 Legal Services	6,600	90,000	55,000	106,396	93.4%	106,396	0.0%
503034 Pre-Employment Exams	7,220	10,300	8,700	8,720	0.2%	5,075	-41.8%
503041 Temp Help	247,008	-	-	-	0.0%	-	0.0%
503161 Custodial Services	75,944	79,510	81,580	34,642	-57.5%	34,642	0.0%
503162 Uniforms/Laundry	24,182	23,450	23,850	28,368	18.9%	28,568	0.7%
503171 Security Services	525,581	534,550	534,837	468,500	-12.4%	468,500	0.0%
503221 Classified/Legal Ads	9,066	13,100	13,100	13,048	-0.4%	10,248	-21.5%
503222 Legal Ads	-	-	-	-	0.0%	-	0.0%
503225 Graphic Services	-	5,500	5,500	-	-100.0%	-	0.0%
503351 Repair - Bldg & Impr	55,342	59,740	61,532	55,342	-10.1%	55,342	0.0%
503352 Repair - Equipment	467,596	562,095	577,367	581,233	0.7%	564,449	-2.9%
503353 Repair - Rev Vehicle	378,868	364,500	375,315	327,233	-12.8%	327,233	0.0%
503354 Repair - Non Rev Vehicle	14,747	18,020	19,101	30,000	57.1%	30,000	0.0%
503363 Haz Mat Disposal	28,910	42,230	43,497	48,000	10.4%	48,000	0.0%
<b>Totals</b>	<b>2,547,777</b>	<b>2,567,395</b>	<b>2,589,971</b>	<b>2,854,293</b>	<b>10.2%</b>	<b>2,494,748</b>	<b>-12.6%</b>
<b>MOBILE MATERIALS &amp; SUPPLIES</b>							
504011 Fuels & Lubricants - Non Rev Veh	84,952	90,743	93,465	84,952	-9.1%	84,952	0.0%
504012 Fuels & Lubricants - Rev Veh	2,463,390	2,521,518	2,597,163	2,400,000	-7.6%	2,400,000	0.0%
504021 Tires & Tubes	272,023	279,000	287,370	272,023	-5.3%	272,023	0.0%
504161 Other Mobile Supplies	-	-	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	988,110	949,000	968,000	988,109	2.1%	988,109	0.0%
<b>Totals</b>	<b>3,808,475</b>	<b>3,840,261</b>	<b>3,945,999</b>	<b>3,745,084</b>	<b>-5.1%</b>	<b>3,745,084</b>	<b>0.0%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET Consolidated Expenses

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET FY16 June 2015	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>OTHER MATERIALS &amp; SUPPLIES</b>							
504205 Freight Out	2,467	413	425	136	-68.0%	136	0.0%
504211 Postage & Mailing	6,888	14,430	14,615	12,575	-14.0%	12,575	0.0%
504214 Promotional Items	197	1,200	1,200	800	-33.3%	800	0.0%
504215 Printing	37,981	83,380	87,338	36,184	-58.6%	40,184	11.1%
504217 Photo Supp/Process	3,018	4,600	4,600	2,686	-41.6%	2,686	0.0%
504311 Office Supplies	56,836	93,669	88,628	71,537	-19.3%	71,537	0.0%
504315 Safety Supplies	31,934	24,936	26,785	22,039	-17.7%	22,039	0.0%
504317 Cleaning Supplies	53,467	61,900	64,200	54,480	-15.1%	54,480	0.0%
504409 Repair/Maint Supplies	113,070	126,000	130,000	117,000	-10.0%	117,000	0.0%
504417 Tenant Repairs	17,868	20,000	20,000	10,000	-50.0%	10,000	0.0%
504421 Non-Inventory Parts	30,136	26,103	27,106	20,000	-26.2%	20,000	0.0%
504511 Small Tools	4,787	9,600	9,800	4,269	-56.4%	4,269	0.0%
504515 Employee Tool Replacement	783	3,000	3,000	783	-73.9%	783	0.0%
<b>Totals</b>	<b>359,431</b>	<b>469,231</b>	<b>477,698</b>	<b>352,489</b>	<b>-26.2%</b>	<b>356,489</b>	<b>1.1%</b>
<b>UTILITIES</b>							
505011 Gas & Electric	251,121	275,420	282,853	269,200	-4.8%	269,200	0.0%
505021 Water & Garbage	122,922	146,386	150,578	111,000	-26.3%	111,000	0.0%
505031 Telecommunications	107,008	240,240	244,650	144,989	-40.7%	144,989	0.0%
<b>Totals</b>	<b>481,051</b>	<b>662,046</b>	<b>678,080</b>	<b>525,189</b>	<b>-22.5%</b>	<b>525,189</b>	<b>0.0%</b>
<b>CASUALTY &amp; LIABILITY</b>							
506011 Insurance - Property	61,615	63,167	75,172	61,615	-18.0%	61,615	0.0%
506015 Insurance - PL/PD	452,695	445,484	477,626	507,311	6.2%	507,311	0.0%
506021 Insurance - Other	61	-	-	-	0.0%	-	0.0%
506123 Settlement Costs	328,975	150,000	150,000	150,000	0.0%	150,000	0.0%
506127 Repairs - District Prop	(25,538)	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>817,808</b>	<b>658,651</b>	<b>702,798</b>	<b>718,926</b>	<b>2.3%</b>	<b>718,926</b>	<b>0.0%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET Consolidated Expenses

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET FY16 June 2015	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>TAXES</b>							
507051 Fuel Tax	15,630	14,420	14,853	15,000	1.0%	15,000	0.0%
507201 Licenses & Permits	15,351	18,050	18,514	14,701	-20.6%	14,901	1.4%
507999 Other Taxes	9,693	18,540	19,096	15,548	-18.6%	15,548	0.0%
<b>Totals</b>	<b>40,673</b>	<b>51,010</b>	<b>52,462</b>	<b>45,249</b>	<b>-13.7%</b>	<b>45,449</b>	<b>0.4%</b>
<b>PURCHASED TRANS.</b>							
503406 Contract/Paratransit	213,032	250,000	250,000	200,000	-20.0%	200,000	0.0%
<b>Totals</b>	<b>213,032</b>	<b>250,000</b>	<b>250,000</b>	<b>200,000</b>	<b>-20.0%</b>	<b>200,000</b>	<b>0.0%</b>
<b>MISC EXPENSE</b>							
509011 Dues/Subscriptions	69,744	70,552	71,777	76,295	6.3%	76,295	0.0%
509081 Advertising - District Promo	4,023	16,000	16,000	30,000	87.5%	30,000	0.0%
509101 Employee Incentive Program	8,946	20,500	20,500	20,300	-1.0%	26,200	29.1%
509121 Employee Training	47,257	82,900	80,500	39,266	-51.2%	23,958	-39.0%
509122 BOD Travel	4,103	16,000	16,000	3,000	-81.3%	16,260	442.0%
509123 Travel	99,456	96,066	94,066	65,755	-30.1%	50,775	-22.8%
509125 Local Meeting Expense	5,403	5,200	5,000	6,521	30.4%	6,521	0.0%
509127 Board Director Fees	8,800	12,600	12,600	12,600	0.0%	12,600	0.0%
509150 Contributions	983	-	-	-	0.0%	-	0.0%
509198 Cash Over/Short	(187)	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>248,528</b>	<b>319,818</b>	<b>316,443</b>	<b>253,737</b>	<b>-19.8%</b>	<b>242,609</b>	<b>-4.4%</b>
<b>LEASES &amp; RENTALS</b>							
512011 Facility Lease	182,652	189,740	194,622	195,322	0.4%	201,350	3.1%
512061 Equipment Rental	24,595	25,500	25,800	23,539	-8.8%	23,539	0.0%
<b>Totals</b>	<b>207,247</b>	<b>215,240</b>	<b>220,422</b>	<b>218,861</b>	<b>-0.7%</b>	<b>224,889</b>	<b>2.8%</b>
<b>PERSONNEL TOTAL</b>							
	36,062,232	39,430,820	41,438,056	40,660,871	-1.8%	42,873,761	5.4%
<b>NON-PERSONNEL TOTAL</b>							
	8,724,023	9,033,652	9,233,874	8,913,828	-3.5%	8,553,383	-4.0%
<b>TOTAL OPERATING EXPENSES</b>	<b>44,786,254</b>	<b>48,464,472</b>	<b>50,671,930</b>	<b>49,594,699</b>	<b>-2.1%</b>	<b>51,427,144</b>	<b>3.7%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET

### Departmental Expenses

DEPARTMENT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET FY16 June 2015	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
1100 Administration	1,390,335	2,128,356	2,070,805	1,225,745	-40.8%	1,147,929	-6.3%
1200 Finance	1,702,078	1,829,585	1,869,381	1,916,116	2.5%	1,942,039	1.4%
1300 Customer Service	670,538	698,124	723,433	812,870	12.4%	929,119	14.3%
1400 Human Resources	623,126	684,486	676,992	690,054	1.9%	707,786	2.6%
1500 Information Technology	833,483	909,968	944,357	1,076,163	14.0%	1,100,560	2.3%
Planning, Grants,							
1600 Governmental Affaires	-	-	-	1,025,571	100.0%	941,051	-8.2%
1700 District Counsel	571,316	521,106	512,377	606,155	18.3%	625,107	3.1%
1800 Risk Management	341,269	965,417	1,026,684	966,705	-5.8%	976,509	1.0%
1900 Purchasing	869,154	770,998	809,972	863,775	6.6%	917,672	6.2%
2200 Facilities Maintenance	2,396,131	2,784,083	2,908,332	2,757,986	-5.2%	2,830,756	2.6%
3100 Paratransit Program	4,921,464	5,490,244	5,790,165	5,086,077	-12.2%	5,340,408	5.0%
3200 Operations	2,921,307	2,460,274	2,580,428	2,470,922	-4.2%	2,616,871	5.9%
3300 Bus Operators	17,035,739	18,032,729	19,028,889	18,488,078	-2.8%	19,270,422	4.2%
4100 Fleet Maintenance	8,149,381	8,839,943	9,192,486	8,787,544	-4.4%	9,040,739	2.9%
5100 Capital Funded Labor	-	-	-	-	0.0%	-	0.0%
9001 Cobra Benefits	1,923	-	-	-	0.0%	-	0.0%
9005 Retired Employee Benefits	2,358,759	2,348,858	2,537,326	2,820,685	11.2%	3,039,925	7.8%
700 SCCIC	250	300	300	250	-16.7%	250	0.0%
<b>TOTAL OPERATING EXPENSES</b>	<b>44,786,254</b>	<b>48,464,472</b>	<b>50,671,930</b>	<b>49,594,699</b>	<b>-2.1%</b>	<b>51,427,144</b>	<b>3.7%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET

Administration - 1100

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET		REVISED BUDGET	% CHANGE		FINAL BUDGET FY17	% CHANGE	
			FY16	June 2014		FY16	June 2015		BUDGET FY16	REVISED BUDG FY16
<b>LABOR</b>										
501011 Bus Operator Pay	-	-	-	-	-	-	0.0%	-	-	0.0%
501013 Bus Operator OT	-	-	-	-	-	-	0.0%	-	-	0.0%
501021 Other Salaries	423,216	850,024	806,396		413,060		-48.8%	440,240		6.6%
501023 Other OT	21,362	25,462	25,810		11,900		-53.9%	12,700		6.7%
<b>Totals</b>	<b>444,578</b>	<b>875,486</b>	<b>832,206</b>		<b>424,960</b>		<b>-48.9%</b>	<b>452,940</b>		<b>6.6%</b>
<b>FRINGE BENEFITS</b>										
502011 Medicare/Soc. Sec.	9,457	16,843	14,852		7,583		-48.9%	8,090		6.7%
502021 Retirement	97,086	219,340	218,661		107,322		-50.9%	123,217		14.8%
502031 Medical Ins	87,445	226,540	239,947		70,027		-70.8%	74,737		6.7%
502041 Dental Ins	6,172	16,595	16,753		5,602		-66.6%	5,770		3.0%
502045 Vision Ins	1,477	3,682	3,627		1,281		-64.7%	1,281		0.0%
502051 Life Ins/AD&D	628	3,932	3,867		5,339		38.1%	5,430		1.7%
502060 State Disability Ins (SDI)	4,384	9,906	10,832		3,520		-67.5%	3,777		7.3%
502061 Long Term Disability Ins	2,170	6,834	5,934		2,883		-51.4%	3,043		5.6%
502071 State Unemployment Ins (SUI)	1,386	2,904	3,695		891		-75.9%	945		6.1%
502081 Worker's Comp Ins	6,450	42,396	43,668		12,537		-71.3%	12,537		0.0%
502101 Holiday Pay	14,536	33,311	31,370		14,765		-52.9%	15,816		7.1%
502103 Floating Holiday	9,562	22,992	14,909		17,955		20.4%	19,232		7.1%
502109 Sick Leave	44,727	93,509	46,010		22,147		-51.9%	23,724		7.1%
502111 Annual Leave	133,510	128,646	92,578		39,669		-57.2%	42,492		7.1%
502121 Other Paid Absence	11,868	7,647	7,189		3,461		-51.9%	3,707		7.1%
502251 Phys. Exams	-	-	-		-		0.0%	-		0.0%
502253 Driver Lic Renewal	-	-	-		-		0.0%	-		0.0%
502999 Other Fringe Benefits	3,348	14,989	9,009		11,959		32.7%	11,963		0.0%
<b>Totals</b>	<b>434,206</b>	<b>850,065</b>	<b>762,902</b>		<b>326,939</b>		<b>-57.1%</b>	<b>355,759</b>		<b>8.8%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET

Administration - 1100

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET		REVISED BUDGET	% CHANGE		FINAL BUDGET FY17	% CHANGE	
			FY16 June 2014	FY16 June 2015		BUDGET FY16 REVISED BUDG	FY16		BUDG FY16 BUDG FY17	BUDG FY17
<b>SERVICES</b>										
503011 Acting/Audit Fees	-	-	-	-	-	0.0%	0.0%	-	0.0%	0.0%
503012 Admin/Bank Fees	-	-	-	-	-	0.0%	0.0%	-	0.0%	0.0%
503031 Prof/Technical Fees	87,082	19,261	94,588	225,561	225,561	138.5%	90,945	90,945	-59.7%	-59.7%
503032 Legislative Services	91,960	105,000	105,000	94,000	94,000	-10.5%	94,000	94,000	0.0%	0.0%
503033 Legal Services	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
503034 Pre-Employment Exams	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
503041 Temp Help	86,866	-	-	-	-	0.0%	-	-	0.0%	0.0%
503161 Custodial Services	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
503162 Uniforms/Laundry	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
503171 Security Services	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
503221 Classified/Legal Ads	2,067	5,000	5,000	4,150	4,150	-17.0%	4,150	4,150	0.0%	0.0%
503222 Legal Ads	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
503225 Graphic Services	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
503351 Repair - Bldg & Impr	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
503352 Repair - Equipment	7,723	7,145	7,145	6,025	6,025	-15.7%	6,025	6,025	0.0%	0.0%
503353 Repair - Rev Vehicle	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
503363 Haz Mat Disposal	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
<b>Totals</b>	<b>275,697</b>	<b>136,406</b>	<b>211,733</b>	<b>329,736</b>	<b>329,736</b>	<b>55.7%</b>	<b>195,120</b>	<b>195,120</b>	<b>-40.8%</b>	<b>-40.8%</b>
<b>MOBILE MATERIALS &amp; SUPPLIES</b>										
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
504021 Tires & Tubes	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
504161 Other Mobile Supplies	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
504191 Rev Vehicle Parts	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>0.0%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET

Administration - 1100

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	BUDGET FY16 June 2015	REVISED BUDGET June 2016	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>OTHER MATERIALS &amp; SUPPLIES</b>								
504205 Freight Out	-	-	-	-	-	0.0%	-	0.0%
504211 Postage & Mailing	4,524	6,180	6,365	6,365	6,365	0.0%	6,365	0.0%
504214 Promotional Items	-	-	-	-	-	0.0%	-	0.0%
504215 Printing	1,009	1,030	1,061	1,009	1,009	-4.9%	1,009	0.0%
504217 Photo Supp./Process	-	-	-	-	-	0.0%	-	0.0%
504311 Office Supplies	15,534	14,710	14,926	14,926	14,926	0.0%	14,926	0.0%
504315 Safety Supplies	-	-	-	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	-	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	-	-	-	0.0%	-	0.0%
504417 Tenant Repairs	-	-	-	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	-	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>21,067</b>	<b>21,920</b>	<b>22,353</b>	<b>22,300</b>	<b>22,300</b>	<b>-0.2%</b>	<b>22,300</b>	<b>0.0%</b>
<b>UTILITIES</b>								
505011 Gas & Electric	-	-	-	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	-	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
<b>CASUALTY &amp; LIABILITY</b>								
506011 Insurance - Property	-	-	-	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET Administration - 1100

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET June 2015	BUDGET FY16 REVISED BUDG	% CHANGE BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>TAXES</b>								
507051 Fuel Tax	-	-	-	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	-	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	-	0.0%	-	0.0%
<b>PURCHASED TRANS.</b>								
503406 Contract/Paratransit	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	-	0.0%	-	0.0%
<b>MISC EXPENSE</b>								
509011 Dues/Subscriptions	52,678	51,112	52,646	56,010	56,010	6.4%	56,010	0.0%
509081 Advertising - District Promo	-	2,000	2,000	-	-	-100.0%	-	0.0%
509101 Employee Incentive Program	8,800	17,000	17,000	20,100	20,100	18.2%	20,100	0.0%
509121 Employee Training	40,224	45,900	43,500	1,600	1,600	-96.3%	1,600	0.0%
509122 BOD Travel	4,103	16,000	16,000	3,000	3,000	-81.3%	3,000	0.0%
509123 Travel	93,137	93,566	91,566	20,000	20,000	-78.2%	20,000	0.0%
509125 Local Meeting Expense	5,382	5,000	5,000	6,500	6,500	30.0%	6,500	0.0%
509127 Board Director Fees	8,800	12,600	12,600	12,600	12,600	0.0%	12,600	0.0%
509150 Contributions	-	-	-	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	213,124	243,178	240,312	119,810	119,810	-50.1%	119,810	0.0%
<b>LEASES &amp; RENTALS</b>								
512011 Facility Lease	-	-	-	-	-	0.0%	-	0.0%
512061 Equipment Rental	1,662	1,300	1,300	2,000	2,000	53.8%	2,000	0.0%
<b>Totals</b>	1,662	1,300	1,300	2,000	2,000	53.8%	2,000	0.0%
<b>PERSONNEL TOTAL</b>								
	878,784	1,725,551	1,595,108	751,899	751,899	-52.9%	808,699	7.6%
<b>NON-PERSONNEL TOTAL</b>								
	511,551	402,804	475,697	473,846	473,846	-0.4%	339,230	-28.4%
<b>DEPARTMENT TOTALS</b>								
	1,390,335	2,128,356	2,070,805	1,225,745	1,147,929	-40.8%	1,147,929	-6.3%

6/11/2015

Admin - 1100



# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET

Finance - 1200

ACCOUNT	ACTUAL	BUDGET	BUDGET	REVISED	% CHANGE		FINAL	% CHANGE	
	FY14	FY15	FY16 June 2014	BUDGET June 2015	BUDGET FY16	REVISED BUDG FY16	BUDG FY16	BUDG FY16	BUDG FY17
<b>LABOR</b>									
501011 Bus Operator Pay	-	-	-	-	0.0%		-	0.0%	0.0%
501013 Bus Operator OT	-	-	-	-	0.0%		-	0.0%	0.0%
501021 Other Salaries	476,279	489,403	499,254	498,924	-0.1%		519,427	4.1%	4.1%
501023 Other OT	2,114	2,251	2,297	5,000	117.7%		5,000	0.0%	0.0%
<b>Totals</b>	<b>478,393</b>	<b>491,654</b>	<b>501,551</b>	<b>503,924</b>	<b>0.5%</b>		<b>524,427</b>	<b>4.1%</b>	<b>4.1%</b>
<b>FRINGE BENEFITS</b>									
502011 Medicare/Soc. Sec.	8,716	8,743	8,919	8,992	0.8%		9,358	4.1%	4.1%
502021 Retirement	107,503	124,050	134,200	129,177	-3.7%		144,730	12.0%	12.0%
502031 Medical Ins	137,283	149,510	161,471	157,757	-2.3%		169,532	7.5%	7.5%
502041 Dental Ins	11,348	10,988	11,317	11,729	3.6%		12,081	3.0%	3.0%
502045 Vision Ins	2,376	2,241	2,308	2,241	-2.9%		2,241	0.0%	0.0%
502051 Life Ins/AD&D	929	1,027	1,058	1,027	-2.9%		1,058	3.0%	3.0%
502060 State Disability Ins (SDI)	5,340	5,681	6,884	5,383	-21.8%		5,676	5.4%	5.4%
502061 Long Term Disability Ins	3,246	4,051	4,079	4,090	0.3%		4,272	4.5%	4.5%
502071 State Unemployment Ins (SUI)	1,666	1,767	2,352	1,560	-33.7%		1,654	6.1%	6.1%
502081 Worker's Comp Ins	5,362	28,264	29,112	17,552	-39.7%		17,552	0.0%	0.0%
502101 Holiday Pay	18,270	18,187	18,553	18,639	0.5%		19,396	4.1%	4.1%
502103 Floating Holiday	10,376	10,585	10,798	10,282	-4.8%		11,013	7.1%	7.1%
502109 Sick Leave	20,813	27,280	27,829	27,959	0.5%		29,095	4.1%	4.1%
502111 Annual Leave	70,328	50,979	52,005	54,954	5.7%		56,920	3.6%	3.6%
502121 Other Paid Absence	3,824	4,263	4,348	4,369	0.5%		4,546	4.1%	4.1%
502251 Phys. Exams	-	-	-	-	0.0%		-	0.0%	0.0%
502253 Driver Lic Renewal	-	-	-	-	0.0%		-	0.0%	0.0%
502999 Other Fringe Benefits	4,101	4,091	4,097	4,091	-0.1%		4,097	0.1%	0.1%
<b>Totals</b>	<b>411,480</b>	<b>451,706</b>	<b>479,331</b>	<b>459,802</b>	<b>-4.1%</b>		<b>493,222</b>	<b>7.3%</b>	<b>7.3%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET

Finance - 1200

ACCOUNT	ACTUAL	BUDGET	BUDGET	BUDGET	REVISED	% CHANGE		FINAL	% CHANGE	
	FY14	FY15	FY16 June 2014	FY16 June 2015	BUDGET	BUDGET FY16	BUDG FY16	BUDGET FY17	BUDG FY16	BUDG FY17
<b>SERVICES</b>										
503011 Acting/Audit Fees	74,761	82,000	83,000		83,000	0.0%	0.0%	83,000	0.0%	0.0%
503012 Admin/Bank Fees	330,343	347,150	353,000		360,003	2.0%	2.0%	360,003	0.0%	0.0%
503031 Prof/Technical Fees	10,581	60,000	15,000		30,500	103.3%	103.3%	2,500	-91.8%	-91.8%
503032 Legislative Services	-	-	-		-	0.0%	0.0%	-	0.0%	0.0%
503033 Legal Services	-	-	-		-	0.0%	0.0%	-	0.0%	0.0%
503034 Pre-Employment Exams	-	-	-		-	0.0%	0.0%	-	0.0%	0.0%
503041 Temp Help	-	-	-		-	0.0%	0.0%	-	0.0%	0.0%
503161 Custodial Services	-	-	-		-	0.0%	0.0%	-	0.0%	0.0%
503162 Uniforms/Laundry	-	-	-		-	0.0%	0.0%	-	0.0%	0.0%
503171 Security Services	-	-	-		-	0.0%	0.0%	-	0.0%	0.0%
503221 Classified/Legal Ads	-	100	100		-	-100.0%	-100.0%	-	0.0%	0.0%
503222 Legal Ads	-	-	-		-	0.0%	0.0%	-	0.0%	0.0%
503225 Graphic Services	-	-	-		-	0.0%	0.0%	-	0.0%	0.0%
503351 Repair - Bldg & Impr	-	-	-		-	0.0%	0.0%	-	0.0%	0.0%
503352 Repair - Equipment	-	-	-		-	0.0%	0.0%	-	0.0%	0.0%
503353 Repair - Rev Vehicle	-	-	-		-	0.0%	0.0%	-	0.0%	0.0%
503354 Repair - Non Rev Vehicle	-	-	-		-	0.0%	0.0%	-	0.0%	0.0%
503363 Haz Mat Disposal	-	-	-		-	0.0%	0.0%	-	0.0%	0.0%
<b>Totals</b>	<b>415,685</b>	<b>489,250</b>	<b>451,100</b>		<b>473,503</b>	<b>5.0%</b>	<b>5.0%</b>	<b>445,503</b>	<b>-5.9%</b>	<b>-5.9%</b>
<b>MOBILE MATERIALS &amp; SUPPLIES</b>										
504011 Fuels & Lubricants - Non Rev Veh	-	-	-		-	0.0%	0.0%	-	0.0%	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-		-	0.0%	0.0%	-	0.0%	0.0%
504021 Tires & Tubes	-	-	-		-	0.0%	0.0%	-	0.0%	0.0%
504161 Other Mobile Supplies	-	-	-		-	0.0%	0.0%	-	0.0%	0.0%
504191 Rev Vehicle Parts	-	-	-		-	0.0%	0.0%	-	0.0%	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>	<b>0.0%</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>	<b>0.0%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET

Finance - 1200

ACCOUNT	ACTUAL	BUDGET	BUDGET	REVISED	% CHANGE		FINAL	% CHANGE		
	FY14	FY15	FY16 June 2014	BUDGET June 2015	BUDGET FY16	REVISED BUDG FY16	BUDG FY16	BUDG FY16	BUDG FY17	
<b>OTHER MATERIALS &amp; SUPPLIES</b>										
504205 Freight Out	-	-	-	-	0.0%	-	-	0.0%	-	0.0%
504211 Postage & Mailing	93	500	500	-	-100.0%	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	-	-	0.0%	-	-	0.0%	-	0.0%
504215 Printing	725	1,000	1,000	725	-27.5%	725	725	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	-	-	0.0%	-	-	0.0%	-	0.0%
504311 Office Supplies	-	-	-	-	0.0%	-	-	0.0%	-	0.0%
504315 Safety Supplies	-	-	-	-	0.0%	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	-	-	0.0%	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	-	-	0.0%	-	-	0.0%	-	0.0%
504417 Tenant Repairs	-	-	-	-	0.0%	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	-	0.0%	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	-	-	0.0%	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	-	0.0%	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>817</b>	<b>1,500</b>	<b>1,500</b>	<b>725</b>	<b>-51.7%</b>	<b>725</b>	<b>725</b>	<b>0.0%</b>	<b>725</b>	<b>0.0%</b>
<b>UTILITIES</b>										
505011 Gas & Electric	-	-	-	-	0.0%	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	-	-	0.0%	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	-	-	0.0%	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
<b>CASUALTY &amp; LIABILITY</b>										
506011 Insurance - Property	61,448	63,000	75,000	61,448	-18.1%	61,448	61,448	0.0%	61,448	0.0%
506015 Insurance - PL/PD	332,809	321,575	350,000	406,854	16.2%	406,854	406,854	0.0%	406,854	0.0%
506021 Insurance - Other	61	-	-	-	0.0%	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	-	0.0%	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	-	0.0%	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>394,318</b>	<b>384,575</b>	<b>425,000</b>	<b>468,302</b>	<b>10.2%</b>	<b>468,302</b>	<b>468,302</b>	<b>0.0%</b>	<b>468,302</b>	<b>0.0%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET

Finance - 1200

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET June 2015	BUDGET FY16 REVISED BUDG	% CHANGE BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>TAXES</b>								
507051 Fuel Tax	-	-	-	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	-	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
<b>PURCHASED TRANS.</b>								
503406 Contract/Paratransit	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
<b>MISC EXPENSE</b>								
509011 Dues/Subscriptions	589	900	900	960	960	6.7%	960	0.0%
509081 Advertising - District Promo	-	10,000	10,000	-	-	-100.0%	-	0.0%
509101 Employee Incentive Program	-	-	-	-	1,400	0.0%	1,400	100.0%
509121 Employee Training	-	-	-	-	-	100.0%	-	-100.0%
509122 BOD Travel	-	-	-	-	7,500	100.0%	7,500	100.0%
509123 Travel	-	-	-	-	-	100.0%	-	-100.0%
509125 Local Meeting Expense	-	-	-	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	-	-	-	0.0%	-	0.0%
509150 Contributions	983	-	-	-	-	0.0%	-	0.0%
509198 Cash Over/Short	(187)	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>1,385</b>	<b>10,900</b>	<b>10,900</b>	<b>9,860</b>	<b>9,860</b>	<b>-9.5%</b>	<b>9,860</b>	<b>0.0%</b>
<b>LEASES &amp; RENTALS</b>								
512011 Facility Lease	-	-	-	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
<b>PERSONNEL TOTAL</b>	<b>889,873</b>	<b>943,360</b>	<b>980,881</b>	<b>963,726</b>	<b>963,726</b>	<b>-1.7%</b>	<b>1,017,649</b>	<b>5.6%</b>
<b>NON-PERSONNEL TOTAL</b>	<b>812,205</b>	<b>886,225</b>	<b>888,500</b>	<b>952,390</b>	<b>952,390</b>	<b>7.2%</b>	<b>924,390</b>	<b>-2.9%</b>
<b>DEPARTMENT TOTALS</b>	<b>1,702,078</b>	<b>1,829,585</b>	<b>1,869,381</b>	<b>1,916,116</b>	<b>1,916,116</b>	<b>2.5%</b>	<b>1,942,039</b>	<b>1.4%</b>

6/11/2015

Finance - 1200

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET

Customer Service - 1300

ACCOUNT	ACTUAL	BUDGET	BUDGET	REVISED	% CHANGE		FINAL	% CHANGE	
	FY14	FY15	FY16 June 2014	BUDGET June 2015	BUDGET FY16	REVISED BUDG FY16	BUDG FY16	BUDG FY16	BUDG FY17
<b>LABOR</b>									
501011 Bus Operator Pay	-	-	-	-	0.0%		-	0.0%	0.0%
501013 Bus Operator OT	-	-	-	-	0.0%		-	0.0%	0.0%
501021 Other Salaries	305,724	290,821	296,511	338,960	14.3%		383,158	13.0%	13.0%
501023 Other OT	4,858	6,369	6,494	10,000	54.0%		10,500	5.0%	5.0%
<b>Totals</b>	<b>310,582</b>	<b>297,190</b>	<b>303,004</b>	<b>348,960</b>	<b>15.2%</b>		<b>393,658</b>	<b>12.8%</b>	<b>12.8%</b>
<b>FRINGE BENEFITS</b>									
502011 Medicare/Soc. Sec.	3,880	5,367	5,472	6,271	14.6%		7,054	12.5%	12.5%
502021 Retirement	68,997	75,118	81,228	88,718	9.2%		107,568	21.2%	21.2%
502031 Medical Ins	103,154	117,213	126,590	170,355	34.6%		207,968	22.1%	22.1%
502041 Dental Ins	9,385	9,260	9,538	10,371	8.7%		12,809	23.5%	23.5%
502045 Vision Ins	1,902	1,921	1,978	2,241	13.3%		2,561	14.3%	14.3%
502051 Life Ins/AD&D	606	703	724	820	13.3%		966	17.7%	17.7%
502060 State Disability Ins (SDI)	3,910	3,812	4,626	4,009	-13.3%		4,645	15.9%	15.9%
502061 Long Term Disability Ins	2,482	2,606	2,640	2,639	0.0%		3,539	34.1%	34.1%
502071 State Unemployment Ins (SUI)	1,428	1,515	2,016	1,560	-22.6%		1,891	21.2%	21.2%
502081 Worker's Comp Ins	7,072	24,226	24,953	17,552	-29.7%		17,552	0.0%	0.0%
502101 Holiday Pay	10,522	10,952	11,172	12,759	14.2%		14,405	12.9%	12.9%
502103 Floating Holiday	5,674	-	-	-	0.0%		-	0.0%	0.0%
502109 Sick Leave	14,031	16,428	16,759	19,139	14.2%		21,608	12.9%	12.9%
502111 Annual Leave	44,409	42,981	43,845	48,621	10.9%		53,420	9.9%	9.9%
502121 Other Paid Absence	4,947	2,567	2,619	2,990	14.2%		3,376	12.9%	12.9%
502251 Phys. Exams	-	-	-	-	0.0%		-	0.0%	0.0%
502253 Driver Lic Renewal	-	-	-	-	0.0%		-	0.0%	0.0%
502999 Other Fringe Benefits	1,059	164	169	191	13.3%		225	17.7%	17.7%
<b>Totals</b>	<b>283,459</b>	<b>314,834</b>	<b>334,329</b>	<b>388,236</b>	<b>16.1%</b>		<b>459,587</b>	<b>18.4%</b>	<b>18.4%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET

Customer Service - 1300

ACCOUNT	ACTUAL	BUDGET	BUDGET	REVISED	% CHANGE		FINAL	% CHANGE	
	FY14	FY15	FY16 June 2014	Budget June 2015	BUDGET FY16	REVISED BUDG FY16	BUDG FY16	BUDG FY16	BUDG FY17
<b>SERVICES</b>									
503011 Acting/Audit Fees	-	-	-	-	0.0%	-	-	0.0%	0.0%
503012 Admin/Bank Fees	-	-	-	-	0.0%	-	-	0.0%	0.0%
503031 Prof/Technical Fees	10,392	13,500	13,500	8,000	-40.7%	8,000	8,000	0.0%	0.0%
503032 Legislative Services	-	-	-	-	0.0%	-	-	0.0%	0.0%
503033 Legal Services	-	-	-	-	0.0%	-	-	0.0%	0.0%
503034 Pre-Employment Exams	-	-	-	-	0.0%	-	-	0.0%	0.0%
503041 Temp Help	16,980	-	-	-	0.0%	-	-	0.0%	0.0%
503161 Custodial Services	-	-	-	-	0.0%	-	-	0.0%	0.0%
503162 Uniforms/Laundry	-	-	-	-	0.0%	-	-	0.0%	0.0%
503171 Security Services	-	-	-	-	0.0%	-	-	0.0%	0.0%
503221 Classified/Legal Ads	-	-	-	-	0.0%	-	-	0.0%	0.0%
503222 Legal Ads	-	-	-	-	0.0%	-	-	0.0%	0.0%
503225 Graphic Services	-	5,500	5,500	-	-100.0%	-	-	0.0%	0.0%
503351 Repair - Bldg & Impr	-	-	-	-	0.0%	-	-	0.0%	0.0%
503352 Repair - Equipment	1,117	1,000	1,000	1,117	11.7%	1,117	1,117	0.0%	0.0%
503353 Repair - Rev Vehicle	-	-	-	-	0.0%	-	-	0.0%	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	-	0.0%	-	-	0.0%	0.0%
503363 Haz Mat Disposal	-	-	-	-	0.0%	-	-	0.0%	0.0%
<b>Totals</b>	<b>28,489</b>	<b>20,000</b>	<b>20,000</b>	<b>9,117</b>	<b>-54.4%</b>	<b>9,117</b>	<b>9,117</b>	<b>0.0%</b>	<b>0.0%</b>
<b>MOBILE MATERIALS &amp; SUPPLIES</b>									
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	-	0.0%	-	-	0.0%	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	-	0.0%	-	-	0.0%	0.0%
504021 Tires & Tubes	-	-	-	-	0.0%	-	-	0.0%	0.0%
504161 Other Mobile Supplies	-	-	-	-	0.0%	-	-	0.0%	0.0%
504191 Rev Vehicle Parts	1,565	4,000	4,000	1,565	-60.9%	1,565	1,565	0.0%	0.0%
<b>Totals</b>	<b>1,565</b>	<b>4,000</b>	<b>4,000</b>	<b>1,565</b>	<b>-60.9%</b>	<b>1,565</b>	<b>1,565</b>	<b>0.0%</b>	<b>0.0%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET

Customer Service - 1300

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16		REVISED BUDGET June 2015	% CHANGE BUDGET FY16		FINAL BUDGET FY17	% CHANGE	
			June 2014	June 2015		REVISED	BUDG FY16		BUDG FY16	BUDG FY16
<b>OTHER MATERIALS &amp; SUPPLIES</b>										
504205 Freight Out	-	-	-	-	-	0.0%	0.0%	-	0.0%	0.0%
504211 Postage & Mailing	1,597	3,500	3,500	2,000	2,000	-42.9%	2,000	2,000	0.0%	0.0%
504214 Promotional Items	165	1,000	1,000	600	600	-40.0%	600	600	0.0%	0.0%
504215 Printing	31,631	41,500	41,500	23,000	23,000	-44.6%	23,000	23,000	0.0%	0.0%
504217 Photo Supp/Process	767	2,000	2,000	767	767	-61.7%	767	767	0.0%	0.0%
504311 Office Supplies	2,857	3,500	3,500	2,300	2,300	-34.3%	2,300	2,300	0.0%	0.0%
504315 Safety Supplies	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
504317 Cleaning Supplies	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
504409 Repair/Maint Supplies	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
504417 Tenant Repairs	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
504421 Non-Inventory Parts	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
504511 Small Tools	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
504515 Employee Tool Replacement	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
<b>Totals</b>	<b>37,017</b>	<b>51,500</b>	<b>51,500</b>	<b>28,667</b>	<b>28,667</b>	<b>-44.3%</b>	<b>28,667</b>	<b>28,667</b>	<b>0.0%</b>	<b>0.0%</b>
<b>UTILITIES</b>										
505011 Gas & Electric	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
505021 Water & Garbage	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
505031 Telecommunications	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>0.0%</b>
<b>CASUALTY &amp; LIABILITY</b>										
506011 Insurance - Property	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
506015 Insurance - PL/PD	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
506021 Insurance - Other	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
506123 Settlement Costs	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
506127 Repairs - District Prop	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>0.0%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET

Customer Service - 1300

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	BUDGET FY16 June 2015	REVISED BUDGET FY16 June 2015	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>TAXES</b>								
507051 Fuel Tax	-	-	-	-	-	0.0%	-	0.0%
507201 Licenses & Permits	3,150	2,100	2,100	2,500	2,500	19.0%	2,700	8.0%
507999 Other Taxes	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>3,150</b>	<b>2,100</b>	<b>2,100</b>	<b>2,500</b>	<b>2,500</b>	<b>19.0%</b>	<b>2,700</b>	<b>8.0%</b>
<b>PURCHASED TRANS.</b>								
503406 Contract/Paratransit	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
<b>MISC EXPENSE</b>								
509011 Dues/Subscriptions	-	-	-	-	-	0.0%	-	0.0%
509081 Advertising - District Promo	2,450	4,000	4,000	30,000	30,000	650.0%	30,000	0.0%
509101 Employee Incentive Program	-	-	-	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	-	-	-	0.0%	-	0.0%
509122 BOD Travel	-	-	-	-	-	0.0%	-	0.0%
509123 Travel	-	-	-	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	-	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	-	-	-	0.0%	-	0.0%
509150 Contributions	-	-	-	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>2,450</b>	<b>4,000</b>	<b>4,000</b>	<b>30,000</b>	<b>30,000</b>	<b>650.0%</b>	<b>30,000</b>	<b>0.0%</b>
<b>LEASES &amp; RENTALS</b>								
512011 Facility Lease	-	-	-	-	-	0.0%	-	0.0%
512061 Equipment Rental	3,825	4,500	4,500	3,825	3,825	-15.0%	3,825	0.0%
<b>Totals</b>	<b>3,825</b>	<b>4,500</b>	<b>4,500</b>	<b>3,825</b>	<b>3,825</b>	<b>-15.0%</b>	<b>3,825</b>	<b>0.0%</b>
<b>PERSONNEL TOTAL</b>	<b>594,041</b>	<b>612,024</b>	<b>637,333</b>	<b>737,196</b>	<b>737,196</b>	<b>15.7%</b>	<b>853,245</b>	<b>15.7%</b>
<b>NON-PERSONNEL TOTAL</b>	<b>76,497</b>	<b>86,100</b>	<b>86,100</b>	<b>75,674</b>	<b>75,674</b>	<b>-12.1%</b>	<b>75,874</b>	<b>0.3%</b>
<b>DEPARTMENT TOTALS</b>	<b>670,538</b>	<b>698,124</b>	<b>723,433</b>	<b>812,870</b>	<b>812,870</b>	<b>12.4%</b>	<b>929,119</b>	<b>14.3%</b>

6/11/2015

CustService - 1300



# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET

Human Resources - 1400

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	BUDGET FY16 June 2015	REVISED BUDGET June 2015	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>LABOR</b>								
501011 Bus Operator Pay	-	-	-	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	-	-	-	0.0%	-	0.0%
501021 Other Salaries	286,741	337,484	328,180	344,757	344,757	5.1%	354,554	2.8%
501023 Other OT	532	1,721	1,674	2,000	2,000	19.5%	3,000	50.0%
<b>Totals</b>	<b>287,273</b>	<b>339,205</b>	<b>329,854</b>	<b>346,757</b>	<b>346,757</b>	<b>5.1%</b>	<b>357,554</b>	<b>3.1%</b>
<b>FRINGE BENEFITS</b>								
502011 Medicare/Soc. Sec.	5,322	6,083	5,974	6,243	6,243	4.5%	6,433	3.0%
502021 Retirement	63,608	86,282	89,864	89,998	89,998	0.1%	99,582	10.6%
502031 Medical Ins	61,746	74,128	80,059	74,040	74,040	-7.5%	79,681	7.6%
502041 Dental Ins	4,338	6,139	6,323	4,720	4,720	-25.3%	4,862	3.0%
502045 Vision Ins	1,346	1,601	1,649	1,601	1,601	-2.9%	1,601	0.0%
502051 Life Ins/AD&D	717	793	817	796	796	-2.5%	820	3.0%
502060 State Disability Ins (SDI)	2,966	3,923	4,561	3,767	3,767	-17.4%	4,007	6.4%
502061 Long Term Disability Ins	1,872	2,983	3,062	3,137	3,137	2.5%	3,258	3.8%
502071 State Unemployment Ins (SUI)	1,178	1,262	1,680	1,114	1,114	-33.7%	1,182	6.1%
502081 Worker's Comp Ins	14,555	24,226	24,953	12,537	12,537	-49.8%	12,537	0.0%
502101 Holiday Pay	9,240	12,856	12,626	13,187	13,187	4.4%	13,558	2.8%
502103 Floating Holiday	9,190	9,779	10,166	9,962	9,962	-2.0%	10,163	2.0%
502109 Sick Leave	6,356	19,284	18,939	19,780	19,780	4.4%	20,337	2.8%
502111 Annual Leave	51,745	35,395	37,468	37,786	37,786	0.8%	38,838	2.8%
502121 Other Paid Absence	2,078	3,013	2,959	3,091	3,091	4.4%	3,178	2.8%
502251 Phys. Exams	-	-	-	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	-	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	2,448	4,037	4,041	4,037	4,037	-0.1%	4,042	0.1%
<b>Totals</b>	<b>238,705</b>	<b>291,783</b>	<b>305,139</b>	<b>285,797</b>	<b>285,797</b>	<b>-6.3%</b>	<b>304,077</b>	<b>6.4%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET

Human Resources - 1400

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	BUDGET FY16 June 2015	REVISED BUDGET	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>SERVICES</b>								
503011 Accting/Audit Fees	-	-	-	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	-	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	57,377	36,000	24,000	29,700	29,700	23.8%	20,800	-30.0%
503032 Legislative Services	-	-	-	-	-	0.0%	-	0.0%
503033 Legal Services	204	-	-	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	7,220	10,300	8,700	8,720	8,720	0.2%	5,075	-41.8%
503041 Temp Help	25,400	-	-	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	-	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	-	-	-	0.0%	-	0.0%
503171 Security Services	-	-	-	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	5,102	4,000	4,000	7,000	7,000	75.0%	4,200	-40.0%
503222 Legal Ads	-	-	-	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	-	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	-	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	-	-	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>95,304</b>	<b>50,300</b>	<b>36,700</b>	<b>45,420</b>	<b>45,420</b>	<b>23.8%</b>	<b>30,075</b>	<b>-33.8%</b>
<b>MOBILE MATERIALS &amp; SUPPLIES</b>								
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	-	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	-	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET

Human Resources - 1400

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	BUDGET FY16 June 2015	REVISED BUDGET	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>OTHER MATERIALS &amp; SUPPLIES</b>								
504205 Freight Out	-	-	-	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	500	500	-	-	-100.0%	-	0.0%
504214 Promotional Items	-	-	-	-	-	0.0%	-	0.0%
504215 Printing	-	-	3,000	-	-	-100.0%	4,000	100.0%
504217 Photo Supp/Process	-	-	-	-	-	0.0%	-	0.0%
504311 Office Supplies	-	-	-	-	-	0.0%	-	0.0%
504315 Safety Supplies	-	-	-	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	-	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	-	-	-	0.0%	-	0.0%
504417 Tenant Repairs	-	-	-	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	-	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	500	3,500	-	-	-100.0%	4,000	100.0%
<b>UTILITIES</b>								
505011 Gas & Electric	-	-	-	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	-	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	-	0.0%	-	0.0%
<b>CASUALTY &amp; LIABILITY</b>								
506011 Insurance - Property	-	-	-	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	-	0.0%	-	0.0%

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET

Human Resources - 1400

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	BUDGET FY16 June 2015	REVISED BUDGET FY16 June 2015	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>TAXES</b>								
507051 Fuel Tax	-	-	-	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	-	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
<b>PURCHASED TRANS.</b>								
503406 Contract/Paratransit	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
<b>MISC EXPENSE</b>								
509011 Dues/Subscriptions	250	2,500	1,800	1,800	1,800	0.0%	1,800	0.0%
509081 Advertising - District Promo	1,573	-	-	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	-	-	-	0.0%	4,500	100.0%
509121 Employee Training	-	-	-	4,500	4,500	100.0%	-	-100.0%
509122 BOD Travel	-	-	-	-	-	0.0%	5,760	100.0%
509123 Travel	-	-	-	5,760	5,760	100.0%	-	-100.0%
509125 Local Meeting Expense	21	200	-	21	21	0.0%	21	0.0%
509127 Board Director Fees	-	-	-	-	-	0.0%	-	0.0%
509150 Contributions	-	-	-	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>1,844</b>	<b>2,700</b>	<b>1,800</b>	<b>12,081</b>	<b>12,081</b>	<b>571.2%</b>	<b>12,081</b>	<b>0.0%</b>
<b>LEASES &amp; RENTALS</b>								
512011 Facility Lease	-	-	-	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
<b>PERSONNEL TOTAL</b>	<b>525,978</b>	<b>630,987</b>	<b>634,993</b>	<b>632,554</b>	<b>632,554</b>	<b>-0.4%</b>	<b>661,631</b>	<b>4.6%</b>
<b>NON-PERSONNEL TOTAL</b>	<b>97,147</b>	<b>53,500</b>	<b>42,000</b>	<b>57,501</b>	<b>57,501</b>	<b>36.9%</b>	<b>46,156</b>	<b>-19.7%</b>
<b>DEPARTMENT TOTALS</b>	<b>623,126</b>	<b>684,486</b>	<b>676,992</b>	<b>690,054</b>	<b>690,054</b>	<b>1.9%</b>	<b>707,786</b>	<b>2.6%</b>

6/11/2015

HR - 1400

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET

Information Technology - 1500

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET June 2015	BUDGET FY16 REVISED BUDG FY16	% CHANGE BUDG FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>LABOR</b>								
501011 Bus Operator Pay	-	-	-	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	-	-	-	0.0%	-	0.0%
501021 Other Salaries	345,673	348,626	358,298	395,134	395,134	10.3%	410,578	3.9%
501023 Other OT	642	1,395	1,433	1,500	1,500	4.7%	1,500	0.0%
<b>Totals</b>	<b>346,315</b>	<b>350,020</b>	<b>359,731</b>	<b>396,634</b>	<b>396,634</b>	<b>10.3%</b>	<b>412,078</b>	<b>3.9%</b>
<b>FRINGE BENEFITS</b>								
502011 Medicare/Soc. Sec.	6,726	6,381	6,556	7,196	7,196	9.8%	7,473	3.9%
502021 Retirement	80,262	90,590	98,702	103,897	103,897	5.3%	116,143	11.8%
502031 Medical Ins	72,780	77,076	83,183	103,673	103,673	24.6%	111,513	7.6%
502041 Dental Ins	5,549	5,466	5,630	7,142	7,142	26.9%	7,357	3.0%
502045 Vision Ins	1,425	1,441	1,484	1,601	1,601	7.9%	1,601	0.0%
502051 Life Ins/AD&D	703	786	810	896	896	10.7%	923	3.0%
502060 State Disability Ins (SDI)	3,776	4,257	5,196	4,304	4,304	-17.2%	4,586	6.5%
502061 Long Term Disability Ins	1,404	3,566	3,355	2,786	2,786	-16.9%	3,853	38.3%
502071 State Unemployment Ins (SUI)	1,071	1,136	1,512	1,114	1,114	-26.3%	1,182	6.1%
502081 Worker's Comp Ins	4,524	20,189	20,794	12,537	12,537	-39.7%	12,537	0.0%
502101 Holiday Pay	12,598	13,498	13,868	15,223	15,223	9.8%	15,812	3.9%
502103 Floating Holiday	14,197	12,977	13,238	14,950	14,950	12.9%	15,495	3.6%
502109 Sick Leave	26,299	20,246	20,801	22,835	22,835	9.8%	23,719	3.9%
502111 Annual Leave	58,075	40,161	41,240	43,039	43,039	4.4%	44,595	3.6%
502121 Other Paid Absence	976	3,164	3,250	3,568	3,568	9.8%	3,706	3.9%
502251 Phys. Exams	-	-	-	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	-	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	5,017	4,998	5,002	5,987	5,987	19.7%	5,991	0.1%
<b>Totals</b>	<b>295,383</b>	<b>305,933</b>	<b>324,619</b>	<b>350,749</b>	<b>350,749</b>	<b>8.0%</b>	<b>376,485</b>	<b>7.3%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET Information Technology - 1500

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET June 2015	BUDGET FY16 REVISED BUDG	% CHANGE BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>SERVICES</b>								
503011 Accting/Audit Fees	-	-	-	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	-	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	1,380	16,185	16,675	16,375	16,375	-1.8%	16,375	0.0%
503032 Legislative Services	-	-	-	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	-	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	-	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	-	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	-	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	-	-	-	0.0%	-	0.0%
503171 Security Services	-	-	-	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	-	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	-	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	-	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	-	-	0.0%	-	0.0%
503352 Repair - Equipment	174,681	200,450	205,952	281,606	281,606	36.7%	264,822	-6.0%
503353 Repair - Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>176,061</b>	<b>216,635</b>	<b>222,627</b>	<b>297,981</b>	<b>281,197</b>	<b>33.8%</b>	<b>281,197</b>	<b>-5.6%</b>
<b>MOBILE MATERIALS &amp; SUPPLIES</b>								
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	-	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	-	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET Information Technology - 1500

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	BUDGET FY16 June 2015	REVISED BUDGET June 2015	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>OTHER MATERIALS &amp; SUPPLIES</b>								
504205 Freight Out	-	-	-	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	-	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	-	-	-	0.0%	-	0.0%
504215 Printing	-	-	-	-	-	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	-	-	-	0.0%	-	0.0%
504311 Office Supplies	15,724	37,380	37,380	30,800	30,800	-17.6%	30,800	0.0%
504315 Safety Supplies	-	-	-	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	-	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	-	-	-	0.0%	-	0.0%
504417 Tenant Repairs	-	-	-	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	-	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>15,724</b>	<b>37,380</b>	<b>37,380</b>	<b>30,800</b>	<b>30,800</b>	<b>-17.6%</b>	<b>30,800</b>	<b>0.0%</b>
<b>UTILITIES</b>								
505011 Gas & Electric	-	-	-	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	-	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
<b>CASUALTY &amp; LIABILITY</b>								
506011 Insurance - Property	-	-	-	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET Information Technology - 1500

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET June 2015	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>TAXES</b>							
507051 Fuel Tax	-	-	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
<b>PURCHASED TRANS.</b>							
503406 Contract/Paratransit	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
<b>MISC EXPENSE</b>							
509011 Dues/Subscriptions	-	-	-	-	0.0%	-	0.0%
509081 Advertising - District Promo	-	-	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	-	-	0.0%	-	0.0%
509122 BOD Travel	-	-	-	-	0.0%	-	0.0%
509123 Travel	-	-	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	-	-	0.0%	-	0.0%
509150 Contributions	-	-	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
<b>LEASES &amp; RENTALS</b>							
512011 Facility Lease	-	-	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
<b>PERSONNEL TOTAL</b>	<b>641,698</b>	<b>655,953</b>	<b>684,350</b>	<b>747,382</b>	<b>9.2%</b>	<b>788,563</b>	<b>5.5%</b>
<b>NON-PERSONNEL TOTAL</b>	<b>191,785</b>	<b>254,015</b>	<b>260,007</b>	<b>328,781</b>	<b>26.5%</b>	<b>311,997</b>	<b>-5.1%</b>
<b>DEPARTMENT TOTALS</b>	<b>833,483</b>	<b>909,968</b>	<b>944,357</b>	<b>1,076,163</b>	<b>14.0%</b>	<b>1,100,560</b>	<b>2.3%</b>
6/11/2015						IT - 1500	



# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET Planning, Grants, Governmental Affairs - 1600

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET FY16 June 2015	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>LABOR</b>							
501011 Bus Operator Pay	-	-	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	-	-	0.0%	-	0.0%
501021 Other Salaries	-	-	-	426,196	100.0%	445,726	4.6%
501023 Other OT	-	-	-	14,518	100.0%	15,172	4.5%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>440,714</b>	<b>100.0%</b>	<b>460,898</b>	<b>4.6%</b>
<b>FRINGE BENEFITS</b>							
502011 Medicare/Soc. Sec.	-	-	-	7,857	100.0%	8,215	4.6%
502021 Retirement	-	-	-	110,740	100.0%	124,606	12.5%
502031 Medical Ins	-	-	-	174,528	100.0%	187,988	7.7%
502041 Dental Ins	-	-	-	12,150	100.0%	12,514	3.0%
502045 Vision Ins	-	-	-	2,241	100.0%	2,241	0.0%
502051 Life Ins/AD&D	-	-	-	924	100.0%	951	3.0%
502060 State Disability Ins (SDI)	-	-	-	4,879	100.0%	5,208	6.7%
502061 Long Term Disability Ins	-	-	-	1,404	100.0%	3,700	163.5%
502071 State Unemployment Ins (SUI)	-	-	-	1,560	100.0%	1,654	6.1%
502081 Worker's Comp Ins	-	-	-	16,298	100.0%	16,298	0.0%
502101 Holiday Pay	-	-	-	16,827	100.0%	17,609	4.6%
502103 Floating Holiday	-	-	-	5,069	100.0%	5,430	7.1%
502109 Sick Leave	-	-	-	24,338	100.0%	25,447	4.6%
502111 Annual Leave	-	-	-	51,099	100.0%	53,168	4.0%
502121 Other Paid Absence	-	-	-	3,803	100.0%	3,976	4.6%
502251 Phys. Exams	-	-	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	-	-	-	2,141	100.0%	2,147	0.3%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>435,857</b>	<b>100.0%</b>	<b>471,153</b>	<b>8.1%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET Planning, Grants, Governmental Affairs - 1600

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET June 2015	BUDGET FY16 REVISED BUDG	% CHANGE BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>SERVICES</b>								
503011 Accting/Audit Fees	-	-	-	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	-	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	-	-	-	140,000	140,000	100.0%	-	-100.0%
503032 Legislative Services	-	-	-	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	-	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	-	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	-	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	-	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	-	-	-	0.0%	-	0.0%
503171 Security Services	-	-	-	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	-	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	-	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	-	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	-	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	-	-	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	140,000	140,000	100.0%	-	-100.0%
<b>MOBILE MATERIALS &amp; SUPPLIES</b>								
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	-	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	-	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	-	0.0%	-	0.0%

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET Planning, Grants, Governmental Affairs - 1600

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET June 2015	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>OTHER MATERIALS &amp; SUPPLIES</b>							
504205 Freight Out	-	-	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	-	-	0.0%	-	0.0%
504215 Printing	-	-	-	-	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	-	-	0.0%	-	0.0%
504311 Office Supplies	-	-	-	-	0.0%	-	0.0%
504315 Safety Supplies	-	-	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	-	-	0.0%	-	0.0%
504417 Tenant Repairs	-	-	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	0.0%	-	0.0%
<b>UTILITIES</b>							
505011 Gas & Electric	-	-	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	0.0%	-	0.0%
<b>CASUALTY &amp; LIABILITY</b>							
506011 Insurance - Property	-	-	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	0.0%	-	0.0%

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET Planning, Grants, Governmental Affairs - 1600

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET FY16 June 2015	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>TAXES</b>							
507051 Fuel Tax	-	-	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	0.0%	-	0.0%
<b>PURCHASED TRANS.</b>							
503406 Contract/Paratransit	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	0.0%	-	0.0%
<b>MISC EXPENSE</b>							
509011 Dues/Subscriptions	-	-	-	-	0.0%	-	0.0%
509081 Advertising - District Promo	-	-	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	2,000	2,000	100.0%	2,000	0.0%
509122 BOD Travel	-	-	-	-	0.0%	-	0.0%
509123 Travel	-	-	7,000	7,000	100.0%	7,000	0.0%
509125 Local Meeting Expense	-	-	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	-	-	0.0%	-	0.0%
509150 Contributions	-	-	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	9,000	9,000	100.0%	9,000	0.0%
<b>LEASES &amp; RENTALS</b>							
512011 Facility Lease	-	-	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	0.0%	-	0.0%
<b>PERSONNEL TOTAL</b>							
	-	-	876,571	876,571	100.0%	932,051	6.3%
<b>NON-PERSONNEL TOTAL</b>							
	-	-	149,000	149,000	100.0%	9,000	-94.0%
<b>DEPARTMENT TOTALS</b>							
	-	-	1,025,571	1,025,571	100.0%	941,051	-8.2%
6/11/2015	Planning_Grants - 1600						

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET

District Counsel - 1700

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET June 2015	BUDGET FY16 REVISED BUDG	% CHANGE BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>LABOR</b>								
501011 Bus Operator Pay	-	-	-	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	-	-	-	0.0%	-	0.0%
501021 Other Salaries	314,742	244,631	256,082	245,255	245,255	-4.2%	252,423	2.9%
501023 Other OT	407	73	77	-	-	-100.0%	-	0.0%
<b>Totals</b>	<b>315,150</b>	<b>244,705</b>	<b>256,158</b>	<b>245,255</b>	<b>245,255</b>	<b>-4.3%</b>	<b>252,423</b>	<b>2.9%</b>
<b>FRINGE BENEFITS</b>								
502011 Medicare/Soc. Sec.	5,970	4,472	4,684	4,359	4,359	-6.9%	4,486	2.9%
502021 Retirement	71,009	63,679	70,729	63,131	63,131	-10.7%	69,915	10.7%
502031 Medical Ins	42,177	35,148	37,838	46,132	46,132	21.9%	49,060	6.3%
502041 Dental Ins	3,251	2,538	2,614	3,035	3,035	16.1%	3,126	3.0%
502045 Vision Ins	1,268	960	989	960	960	-2.9%	960	0.0%
502051 Life Ins/AD&D	518	455	469	455	455	-2.9%	469	3.0%
502060 State Disability Ins (SDI)	3,395	2,560	3,102	2,150	2,150	-30.7%	2,295	6.7%
502061 Long Term Disability Ins	1,400	1,872	1,872	1,816	1,816	-3.0%	1,901	4.7%
502071 State Unemployment Ins (SUI)	952	757	1,008	668	668	-33.7%	709	6.1%
502081 Worker's Comp Ins	2,906	12,113	12,477	7,522	7,522	-39.7%	7,522	0.0%
502101 Holiday Pay	10,886	9,488	9,937	9,250	9,250	-6.9%	9,519	2.9%
502103 Floating Holiday	9,059	6,961	7,456	7,456	7,456	0.0%	7,606	2.0%
502109 Sick Leave	12,444	14,232	14,906	13,875	13,875	-6.9%	14,278	2.9%
502111 Annual Leave	48,808	30,824	32,251	22,619	22,619	-29.9%	23,301	3.0%
502121 Other Paid Absence	11,952	2,224	2,329	2,168	2,168	-6.9%	2,231	2.9%
502251 Phys. Exams	-	-	-	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	-	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	3,549	2,032	2,034	2,032	2,032	-0.1%	2,034	0.1%
<b>Totals</b>	<b>229,543</b>	<b>190,317</b>	<b>204,696</b>	<b>187,628</b>	<b>187,628</b>	<b>-8.3%</b>	<b>199,411</b>	<b>6.3%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET

District Counsel - 1700

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	BUDGET FY16 June 2015	REVISED BUDGET June 2015	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>SERVICES</b>								
503011 Accting/Audit Fees	-	-	-	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	-	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	-	-	-	50,000	50,000	100.0%	50,000	0.0%
503032 Legislative Services	-	-	-	-	-	0.0%	-	0.0%
503033 Legal Services	-	60,000	25,000	100,000	100,000	300.0%	100,000	0.0%
503034 Pre-Employment Exams	-	-	-	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	-	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	-	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	-	-	-	0.0%	-	0.0%
503171 Security Services	-	-	-	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	-	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	-	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	-	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	-	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	-	-	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	60,000	25,000	150,000	150,000	500.0%	150,000	0.0%
<b>MOBILE MATERIALS &amp; SUPPLIES</b>								
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	-	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	-	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	-	0.0%	-	0.0%

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET

District Counsel - 1700

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET June 2015	BUDGET FY16 REVISED BUDG	% CHANGE BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>OTHER MATERIALS &amp; SUPPLIES</b>								
504205 Freight Out	-	-	-	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	-	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	-	-	-	0.0%	-	0.0%
504215 Printing	-	-	-	-	-	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	-	-	-	0.0%	-	0.0%
504311 Office Supplies	1,262	1,545	1,591	1,262	-20.7%	1,262	0.0%	
504315 Safety Supplies	-	-	-	-	0.0%	-	0.0%	
504317 Cleaning Supplies	-	-	-	-	0.0%	-	0.0%	
504409 Repair/Maint Supplies	-	-	-	-	0.0%	-	0.0%	
504417 Tenant Repairs	-	-	-	-	0.0%	-	0.0%	
504421 Non-Inventory Parts	-	-	-	-	0.0%	-	0.0%	
504511 Small Tools	-	-	-	-	0.0%	-	0.0%	
504515 Employee Tool Replacement	-	-	-	-	0.0%	-	0.0%	
<b>Totals</b>	<b>1,262</b>	<b>1,545</b>	<b>1,591</b>	<b>1,262</b>	<b>-20.7%</b>	<b>1,262</b>	<b>0.0%</b>	
<b>UTILITIES</b>								
505011 Gas & Electric	-	-	-	-	0.0%	-	0.0%	
505021 Water & Garbage	-	-	-	-	0.0%	-	0.0%	
505031 Telecommunications	-	-	-	-	0.0%	-	0.0%	
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>	
<b>CASUALTY &amp; LIABILITY</b>								
506011 Insurance - Property	-	-	-	-	0.0%	-	0.0%	
506015 Insurance - PL/PD	-	-	-	-	0.0%	-	0.0%	
506021 Insurance - Other	-	-	-	-	0.0%	-	0.0%	
506123 Settlement Costs	-	-	-	-	0.0%	-	0.0%	
506127 Repairs - District Prop	-	-	-	-	0.0%	-	0.0%	
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>	

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET

District Counsel - 1700

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	BUDGET FY16 June 2015	REVISED BUDGET June 2015	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>TAXES</b>								
507051 Fuel Tax	-	-	-	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	-	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	-	0.0%	-	0.0%
<b>PURCHASED TRANS.</b>								
503406 Contract/Paratransit	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	-	0.0%	-	0.0%
<b>MISC EXPENSE</b>								
509011 Dues/Subscriptions	12,010	13,040	13,431	12,010	12,010	-10.6%	12,010	0.0%
509081 Advertising - District Promo	-	-	-	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	-	-	-	0.0%	-	0.0%
509121 Employee Training	7,033	9,000	9,000	5,000	5,000	-44.4%	5,000	0.0%
509122 BOD Travel	-	-	-	-	-	0.0%	-	0.0%
509123 Travel	6,319	2,500	2,500	5,000	5,000	100.0%	5,000	0.0%
509125 Local Meeting Expense	-	-	-	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	-	-	-	0.0%	-	0.0%
509150 Contributions	-	-	-	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	25,361	24,540	24,931	22,010	22,010	-11.7%	22,010	0.0%
<b>LEASES &amp; RENTALS</b>								
512011 Facility Lease	-	-	-	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	-	0.0%	-	0.0%
<b>PERSONNEL TOTAL</b>								
	544,693	435,022	460,854	432,883	432,883	-6.1%	451,835	4.4%
<b>NON-PERSONNEL TOTAL</b>								
	26,623	86,085	51,522	173,272	173,272	236.3%	173,272	0.0%
<b>DEPARTMENT TOTALS</b>	<u>571,316</u>	<u>521,106</u>	<u>512,377</u>	<u>606,155</u>	<u>606,155</u>	<u>18.3%</u>	<u>625,107</u>	<u>3.1%</u>
6/11/2015							District Counsel - 1700	



# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET

Risk Management - 1800

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	BUDGET FY16 June 2015	REVISED BUDGET June 2015	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>LABOR</b>								
501011 Bus Operator Pay	-	-	-	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	-	-	-	0.0%	-	0.0%
501021 Other Salaries	-	89,983	120,517	142,774	142,774	18.5%	148,887	4.3%
501023 Other OT	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	<b>89,983</b>	<b>120,517</b>	<b>142,774</b>	<b>142,774</b>	<b>18.5%</b>	<b>148,887</b>	<b>4.3%</b>
<b>FRINGE BENEFITS</b>								
502011 Medicare/Soc. Sec.	-	1,667	2,207	2,572	2,572	16.5%	2,680	4.2%
502021 Retirement	-	23,747	33,340	37,250	37,250	11.7%	41,776	12.1%
502031 Medical Ins	-	23,831	39,127	40,225	40,225	2.8%	43,443	8.0%
502041 Dental Ins	-	1,717	2,816	2,727	2,727	-3.2%	2,809	3.0%
502045 Vision Ins	-	480	660	640	640	-2.9%	640	0.0%
502051 Life Ins/AD&D	-	279	348	338	338	-2.9%	348	3.0%
502060 State Disability Ins (SDI)	-	1,184	1,866	1,644	1,644	-11.9%	1,765	7.3%
502061 Long Term Disability Ins	-	1,094	1,172	790	790	-32.6%	1,312	66.1%
502071 State Unemployment Ins (SUI)	-	379	672	446	446	-33.7%	473	6.1%
502081 Worker's Comp Ins	-	6,054	6,235	5,012	5,012	-19.6%	5,012	0.0%
502101 Holiday Pay	-	3,477	4,623	5,458	5,458	18.1%	5,688	4.2%
502103 Floating Holiday	-	3,629	3,888	4,286	4,286	10.2%	4,372	2.0%
502109 Sick Leave	-	5,216	6,935	8,187	8,187	18.1%	8,532	4.2%
502111 Annual Leave	-	11,872	15,188	15,399	15,399	1.4%	16,039	4.2%
502121 Other Paid Absence	-	815	1,084	1,279	1,279	18.1%	1,333	4.2%
502251 Phys. Exams	-	-	-	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	-	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	-	1,991	2,006	2,005	2,005	-0.1%	2,006	0.1%
<b>Totals</b>	-	<b>87,434</b>	<b>122,167</b>	<b>128,258</b>	<b>128,258</b>	<b>5.0%</b>	<b>138,228</b>	<b>7.8%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET

Risk Management - 1800

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	BUDGET FY16 June 2015	REVISED BUDGET June 2015	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>SERVICES</b>								
503011 Accting/Audit Fees	-	-	-	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	-	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	5,898	50,000	50,000	65,898	65,898	31.8%	65,898	0.0%
503032 Legislative Services	-	-	-	-	-	0.0%	-	0.0%
503033 Legal Services	6,396	30,000	30,000	6,396	6,396	-78.7%	6,396	0.0%
503034 Pre-Employment Exams	-	-	-	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	-	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	-	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	-	-	-	0.0%	-	0.0%
503171 Security Services	-	525,000	525,000	460,000	460,000	-12.4%	460,000	0.0%
503221 Classified/Legal Ads	-	-	-	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	-	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	-	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	-	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	-	-	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>12,294</b>	<b>605,000</b>	<b>605,000</b>	<b>532,294</b>	<b>532,294</b>	<b>-12.0%</b>	<b>532,294</b>	<b>0.0%</b>
<b>MOBILE MATERIALS &amp; SUPPLIES</b>								
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	-	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	-	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET

Risk Management - 1800

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	BUDGET FY16 June 2015	REVISED BUDGET June 2015	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>OTHER MATERIALS &amp; SUPPLIES</b>								
504205 Freight Out	-	-	-	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	-	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	-	-	-	0.0%	-	0.0%
504215 Printing	-	-	-	500	500	100.0%	500	0.0%
504217 Photo Supp/Process	-	-	-	100	100	100.0%	100	0.0%
504311 Office Supplies	-	5,000	1,000	-	-	-100.0%	-	0.0%
504315 Safety Supplies	-	-	-	1,000	1,000	100.0%	1,000	0.0%
504317 Cleaning Supplies	-	-	-	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	-	-	-	0.0%	-	0.0%
504417 Tenant Repairs	-	-	-	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	-	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	5,000	1,000	1,600	1,600	60.0%	1,600	0.0%
<b>UTILITIES</b>								
505011 Gas & Electric	-	-	-	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	-	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	-	0.0%	-	0.0%
<b>CASUALTY &amp; LIABILITY</b>								
506011 Insurance - Property	-	-	-	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	-	-	0.0%	-	0.0%
506123 Settlement Costs	328,975	150,000	150,000	150,000	150,000	0.0%	150,000	0.0%
506127 Repairs - District Prop	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	328,975	150,000	150,000	150,000	150,000	0.0%	150,000	0.0%

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET

Risk Management - 1800

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET June 2015	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>TAXES</b>							
507051 Fuel Tax	-	-	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
<b>PURCHASED TRANS.</b>							
503406 Contract/Paratransit	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
<b>MISC EXPENSE</b>							
509011 Dues/Subscriptions	-	-	500	500	100.0%	500	0.0%
509081 Advertising - District Promo	-	-	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	-	-	0.0%	-	0.0%
509121 Employee Training	-	28,000	28,000	9,769	-65.1%	3,000	-69.3%
509122 BOD Travel	-	-	-	-	0.0%	-	0.0%
509123 Travel	-	-	-	1,510	100.0%	2,000	32.5%
509125 Local Meeting Expense	-	-	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	-	-	0.0%	-	0.0%
509150 Contributions	-	-	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>28,000</b>	<b>28,000</b>	<b>11,779</b>	<b>-57.9%</b>	<b>5,500</b>	<b>-53.3%</b>
<b>LEASES &amp; RENTALS</b>							
512011 Facility Lease	-	-	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
<b>PERSONNEL TOTAL</b>	<b>-</b>	<b>177,417</b>	<b>242,684</b>	<b>271,032</b>	<b>11.7%</b>	<b>287,115</b>	<b>5.9%</b>
<b>NON-PERSONNEL TOTAL</b>	<b>341,269</b>	<b>788,000</b>	<b>784,000</b>	<b>695,673</b>	<b>-11.3%</b>	<b>689,394</b>	<b>-0.9%</b>
<b>DEPARTMENT TOTALS</b>	<b>341,269</b>	<b>965,417</b>	<b>1,026,684</b>	<b>966,705</b>	<b>-5.8%</b>	<b>976,509</b>	<b>1.0%</b>

Risk Mgmt - 1800

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET

Purchasing - 1900

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET June 2015	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>LABOR</b>							
501011 Bus Operator Pay	-	-	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	-	-	0.0%	-	0.0%
501021 Other Salaries	407,939	378,470	392,198	419,261	6.9%	438,654	4.6%
501023 Other OT	8,087	1,703	1,765	1,765	0.0%	1,765	0.0%
<b>Totals</b>	<b>416,025</b>	<b>380,173</b>	<b>393,963</b>	<b>421,026</b>	<b>6.9%</b>	<b>440,419</b>	<b>4.6%</b>
<b>FRINGE BENEFITS</b>							
502011 Medicare/Soc. Sec.	5,899	6,889	7,140	7,545	5.7%	7,933	5.1%
502021 Retirement	87,292	97,755	107,457	108,899	1.3%	123,250	13.2%
502031 Medical Ins	116,902	124,915	134,908	167,058	23.8%	179,604	7.5%
502041 Dental Ins	9,529	9,402	9,684	11,450	18.2%	11,794	3.0%
502045 Vision Ins	2,219	2,241	2,308	2,561	11.0%	2,561	0.0%
502051 Life Ins/AD&D	768	924	951	1,044	9.8%	1,076	3.0%
502060 State Disability Ins (SDI)	5,120	4,893	6,012	4,766	-20.7%	5,119	7.4%
502061 Long Term Disability Ins	468	3,449	3,554	3,499	-1.6%	4,120	17.8%
502071 State Unemployment Ins (SUI)	1,414	1,767	2,352	1,782	-24.2%	1,891	6.1%
502081 Worker's Comp Ins	5,238	32,302	33,271	20,059	-39.7%	20,059	0.0%
502101 Holiday Pay	13,344	14,565	15,098	15,956	5.7%	16,780	5.2%
502103 Floating Holiday	3,980	4,262	4,565	4,793	5.0%	5,134	7.1%
502109 Sick Leave	40,395	21,848	22,646	23,934	5.7%	25,170	5.2%
502111 Annual Leave	109,393	50,808	52,627	50,881	-3.3%	55,684	9.4%
502121 Other Paid Absence	5,757	3,414	3,539	3,740	5.7%	3,933	5.2%
502251 Phys. Exams	-	-	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	2,121	2,141	2,147	2,169	1.0%	2,176	0.3%
<b>Totals</b>	<b>409,838</b>	<b>381,574</b>	<b>408,259</b>	<b>430,137</b>	<b>5.4%</b>	<b>466,285</b>	<b>8.4%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET

Purchasing - 1900

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	BUDGET FY16 June 2015	REVISED BUDGET June 2015	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>SERVICES</b>								
503011 Acctg/Audit Fees	-	-	-	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	-	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	-	-	-	-	-	0.0%	-	0.0%
503032 Legislative Services	-	-	-	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	-	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	-	-	-	0.0%	-	0.0%
503041 Temp Help	26,744	-	-	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	-	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	439	850	850	850	850	0.0%	850	0.0%
503171 Security Services	-	-	-	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	1,898	4,000	4,000	1,898	1,898	-52.6%	1,898	0.0%
503222 Legal Ads	-	-	-	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	-	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	-	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	-	-	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>29,081</b>	<b>4,850</b>	<b>4,850</b>	<b>2,748</b>	<b>2,748</b>	<b>-43.3%</b>	<b>2,748</b>	<b>0.0%</b>
<b>MOBILE MATERIALS &amp; SUPPLIES</b>								
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	-	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	-	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET

Purchasing - 1900

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET June 2015	BUDGET FY16 REVISED BUDG	% CHANGE BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>OTHER MATERIALS &amp; SUPPLIES</b>								
504205 Freight Out	2,332	-	-	-	-	0.0%	-	0.0%
504211 Postage & Mailing	317	500	500	500	500	0.0%	500	0.0%
504214 Promotional Items	-	-	-	-	-	0.0%	-	0.0%
504215 Printing	-	-	-	-	-	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	-	-	-	0.0%	-	0.0%
504311 Office Supplies	2,497	3,500	2,000	2,497	2,497	24.9%	2,497	0.0%
504315 Safety Supplies	9,064	200	200	-	-	-100.0%	-	0.0%
504317 Cleaning Supplies	-	200	200	-	-	-100.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	-	-	-	0.0%	-	0.0%
504417 Tenant Repairs	-	-	-	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	-	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>14,209</b>	<b>4,400</b>	<b>2,900</b>	<b>2,997</b>	<b>2,997</b>	<b>3.3%</b>	<b>2,997</b>	<b>0.0%</b>
<b>UTILITIES</b>								
505011 Gas & Electric	-	-	-	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	-	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
<b>CASUALTY &amp; LIABILITY</b>								
506011 Insurance - Property	-	-	-	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET Purchasing - 1900

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET June 2015	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>TAXES</b>							
507051 Fuel Tax	-	-	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
<b>PURCHASED TRANS.</b>							
503406 Contract/Paratransit	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
<b>MISC EXPENSE</b>							
509011 Dues/Subscriptions	-	-	315	315	100.0%	315	0.0%
509081 Advertising - District Promo	-	-	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	3,747	3,747	100.0%	2,158	-42.4%
509122 BOD Travel	-	-	-	-	0.0%	-	0.0%
509123 Travel	-	-	2,805	2,805	100.0%	2,750	-2.0%
509125 Local Meeting Expense	-	-	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	-	-	0.0%	-	0.0%
509150 Contributions	-	-	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>6,867</b>	<b>6,867</b>	<b>100.0%</b>	<b>5,223</b>	<b>-23.9%</b>
<b>LEASES &amp; RENTALS</b>							
512011 Facility Lease	-	-	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
<b>PERSONNEL TOTAL</b>	<b>825,864</b>	<b>761,748</b>	<b>802,222</b>	<b>851,163</b>	<b>6.1%</b>	<b>906,704</b>	<b>6.5%</b>
<b>NON-PERSONNEL TOTAL</b>	<b>43,291</b>	<b>9,250</b>	<b>7,750</b>	<b>12,612</b>	<b>62.7%</b>	<b>10,968</b>	<b>-13.0%</b>
<b>DEPARTMENT TOTALS</b>	<b>869,154</b>	<b>770,998</b>	<b>809,972</b>	<b>863,775</b>	<b>6.6%</b>	<b>917,672</b>	<b>6.2%</b>
6/11/2015						Purchasing - 1900	



# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET Facilities Maintenance - 2200

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET June 2015	BUDGET FY16 REVISED BUDG FY16	% CHANGE BUDG FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>LABOR</b>								
501011 Bus Operator Pay	-	-	-	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	-	-	-	0.0%	-	0.0%
501021 Other Salaries	602,943	661,472	685,170	745,866	8.9%	781,622	4.8%	
501023 Other OT	42,263	46,303	47,962	41,470	-13.5%	42,300	2.0%	
<b>Totals</b>	<b>645,206</b>	<b>707,775</b>	<b>733,132</b>	<b>787,336</b>	<b>7.4%</b>	<b>823,922</b>	<b>4.6%</b>	
<b>FRINGE BENEFITS</b>								
502011 Medicare/Soc. Sec.	9,521	12,484	12,993	13,948	7.3%	14,591	4.6%	
502021 Retirement	134,098	168,230	185,743	193,293	4.1%	217,863	12.7%	
502031 Medical Ins	263,446	342,215	369,512	385,613	4.4%	410,762	6.5%	
502041 Dental Ins	22,325	26,638	27,437	27,394	-0.2%	28,216	3.0%	
502045 Vision Ins	4,228	4,802	4,946	5,442	10.0%	5,442	0.0%	
502051 Life Ins/AD&D	1,381	1,758	1,810	1,992	10.0%	2,052	3.0%	
502060 State Disability Ins (SDI)	7,727	8,868	10,984	8,917	-18.8%	9,608	7.8%	
502061 Long Term Disability Ins	4,642	6,111	6,311	6,119	-3.0%	7,321	19.7%	
502071 State Unemployment Ins (SUI)	3,773	3,787	5,039	3,787	-24.8%	4,018	6.1%	
502081 Worker's Comp Ins	40,554	60,566	62,383	42,625	-31.7%	42,625	0.0%	
502101 Holiday Pay	19,973	25,066	26,097	28,321	8.5%	29,661	4.7%	
502103 Floating Holiday	69	-	-	-	0.0%	-	0.0%	
502109 Sick Leave	23,452	37,598	39,145	42,482	8.5%	44,492	4.7%	
502111 Annual Leave	75,632	84,622	91,613	97,134	6.0%	101,269	4.3%	
502121 Other Paid Absence	14,190	5,875	6,116	6,638	8.5%	6,952	4.7%	
502251 Phys. Exams	-	-	-	-	0.0%	-	0.0%	
502253 Driver Lic Renewal	-	-	-	-	0.0%	-	0.0%	
502999 Other Fringe Benefits	356	422	435	464	6.8%	478	3.0%	
<b>Totals</b>	<b>625,368</b>	<b>789,040</b>	<b>850,564</b>	<b>864,169</b>	<b>1.6%</b>	<b>925,353</b>	<b>7.1%</b>	

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET Facilities Maintenance - 2200

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET June 2015	BUDGET FY16 REVISED BUDG FY16	% CHANGE BUDG FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>SERVICES</b>								
503011 Accting/Audit Fees	-	-	-	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	-	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	16,550	17,504	18,029	41,550	16,550	130.5%	16,550	-60.2%
503032 Legislative Services	-	-	-	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	-	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	-	-	-	0.0%	-	0.0%
503041 Temp Help	42,536	-	-	-	-	0.0%	-	0.0%
503161 Custodial Services	66,120	69,010	71,080	33,642	33,642	-52.7%	33,642	0.0%
503162 Uniforms/Laundry	1,356	2,500	2,500	2,200	2,200	-12.0%	2,200	0.0%
503171 Security Services	8,500	9,550	9,837	8,500	8,500	-13.6%	8,500	0.0%
503221 Classified/Legal Ads	-	-	-	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	-	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	-	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	55,342	59,740	61,532	55,342	55,342	-10.1%	55,342	0.0%
503352 Repair - Equipment	251,811	309,000	318,270	251,811	251,811	-20.9%	251,811	0.0%
503353 Repair - Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	28,910	42,230	43,497	48,000	48,000	10.4%	48,000	0.0%
<b>Totals</b>	<b>471,126</b>	<b>509,534</b>	<b>524,745</b>	<b>441,045</b>	<b>416,045</b>	<b>-16.0%</b>	<b>416,045</b>	<b>-5.7%</b>
<b>MOBILE MATERIALS &amp; SUPPLIES</b>								
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	-	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	-	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET Facilities Maintenance - 2200

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	BUDGET FY16 June 2015	REVISED BUDGET June 2015	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>OTHER MATERIALS &amp; SUPPLIES</b>								
504205 Freight Out	-	-	-	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	-	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	-	-	-	0.0%	-	0.0%
504215 Printing	665	30,900	31,827	7,000	7,000	-78.0%	7,000	0.0%
504217 Photo Supp/Process	-	-	-	-	-	0.0%	-	0.0%
504311 Office Supplies	580	1,906	1,963	1,000	1,000	-49.0%	1,000	0.0%
504315 Safety Supplies	8,025	8,736	9,085	6,191	6,191	-31.9%	6,191	0.0%
504317 Cleaning Supplies	48,560	53,700	56,000	48,560	48,560	-13.3%	48,560	0.0%
504409 Repair/Maint Supplies	113,070	126,000	130,000	117,000	117,000	-10.0%	117,000	0.0%
504417 Tenant Repairs	17,868	20,000	20,000	10,000	10,000	-50.0%	10,000	0.0%
504421 Non-Inventory Parts	1,575	103	106	-	-	-100.0%	-	0.0%
504511 Small Tools	1,755	2,900	3,100	1,236	1,236	-60.1%	1,236	0.0%
504515 Employee Tool Replacement	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>192,097</b>	<b>244,245</b>	<b>252,081</b>	<b>190,987</b>	<b>190,987</b>	<b>-24.2%</b>	<b>190,987</b>	<b>0.0%</b>
<b>UTILITIES</b>								
505011 Gas & Electric	240,710	261,000	268,000	258,200	258,200	-3.7%	258,200	0.0%
505021 Water & Garbage	117,734	140,000	144,000	105,800	105,800	-26.5%	105,800	0.0%
505031 Telecommunications	67,476	86,000	88,000	68,000	68,000	-22.7%	68,000	0.0%
<b>Totals</b>	<b>425,920</b>	<b>487,000</b>	<b>500,000</b>	<b>432,000</b>	<b>432,000</b>	<b>-13.6%</b>	<b>432,000</b>	<b>0.0%</b>
<b>CASUALTY &amp; LIABILITY</b>								
506011 Insurance - Property	-	-	-	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET Facilities Maintenance - 2200

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET June 2015	BUDGET FY16 REVISED BUDG FY16	% CHANGE BUDG FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>TAXES</b>								
507051 Fuel Tax	-	-	-	-	0.0%	0.0%	-	0.0%
507201 Licenses & Permits	12,201	15,914	15,914	12,201	-23.3%	-23.3%	12,201	0.0%
507999 Other Taxes	9,693	18,540	19,096	15,548	-18.6%	-18.6%	15,548	0.0%
<b>Totals</b>	<b>21,894</b>	<b>33,990</b>	<b>35,010</b>	<b>27,749</b>	<b>-20.7%</b>	<b>-20.7%</b>	<b>27,749</b>	<b>0.0%</b>
<b>PURCHASED TRANS.</b>								
503406 Contract/Paratransit	-	-	-	-	0.0%	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
<b>MISC EXPENSE</b>								
509011 Dues/Subscriptions	-	-	-	-	0.0%	0.0%	-	0.0%
509081 Advertising - District Promo	-	-	-	-	0.0%	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	-	-	0.0%	0.0%	-	0.0%
509121 Employee Training	-	-	-	3,000	100.0%	100.0%	3,000	0.0%
509122 BOD Travel	-	-	-	-	0.0%	0.0%	-	0.0%
509123 Travel	-	-	-	-	0.0%	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	-	-	0.0%	0.0%	-	0.0%
509127 Board Director Fees	-	-	-	-	0.0%	0.0%	-	0.0%
509150 Contributions	-	-	-	-	0.0%	0.0%	-	0.0%
509198 Cash Over/Short	-	-	-	-	0.0%	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,000</b>	<b>100.0%</b>	<b>100.0%</b>	<b>3,000</b>	<b>0.0%</b>
<b>LEASES &amp; RENTALS</b>								
512011 Facility Lease	5,000	5,000	5,000	5,000	0.0%	0.0%	5,000	0.0%
512061 Equipment Rental	9,522	7,500	7,800	6,700	-14.1%	-14.1%	6,700	0.0%
<b>Totals</b>	<b>14,522</b>	<b>12,500</b>	<b>12,800</b>	<b>11,700</b>	<b>-8.6%</b>	<b>-8.6%</b>	<b>11,700</b>	<b>0.0%</b>
<b>PERSONNEL TOTAL</b>								
	1,270,573	1,496,815	1,583,696	1,651,505	4.3%	4.3%	1,749,275	5.9%
<b>NON-PERSONNEL TOTAL</b>								
	1,125,558	1,287,268	1,324,636	1,106,481	-16.5%	-16.5%	1,081,481	-2.3%
<b>DEPARTMENT TOTALS</b>								
6/11/2015	2,396,131	2,784,083	2,908,332	2,757,986	-5.2%	-5.2%	2,830,756	2.6%
								Fac Maint- 2200

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET

Paratransit - 3100

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	BUDGET FY16 June 2015	REVISED BUDGET	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>LABOR</b>								
501011 Bus Operator Pay	1,041,826	1,213,445	1,271,918	1,096,922	1,096,922	-13.8%	1,145,181	4.4%
501013 Bus Operator OT	227,807	247,179	259,090	156,250	156,250	-39.7%	156,289	0.0%
501021 Other Salaries	809,959	885,780	919,803	913,289	913,289	-0.7%	945,625	3.5%
501023 Other OT	120,986	96,019	99,707	80,000	80,000	-19.8%	80,000	0.0%
<b>Totals</b>	<b>2,200,578</b>	<b>2,442,421</b>	<b>2,550,517</b>	<b>2,246,461</b>	<b>2,246,461</b>	<b>-11.9%</b>	<b>2,327,095</b>	<b>3.6%</b>
<b>FRINGE BENEFITS</b>								
502011 Medicare/Soc. Sec.	38,441	41,507	43,343	38,632	38,632	-10.9%	40,032	3.6%
502021 Retirement	416,315	520,273	576,051	509,885	509,885	-11.5%	570,545	11.9%
502031 Medical Ins	887,702	1,058,985	1,143,704	1,067,336	1,067,336	-6.7%	1,154,408	8.2%
502041 Dental Ins	62,240	66,750	68,753	63,204	63,204	-8.1%	65,101	3.0%
502045 Vision Ins	16,306	17,608	18,136	16,327	16,327	-10.0%	16,327	0.0%
502051 Life Ins/AD&D	5,602	6,652	6,852	6,131	6,131	-10.5%	6,315	3.0%
502060 State Disability Ins (SDI)	25,718	29,362	36,484	24,609	24,609	-32.5%	26,280	6.8%
502061 Long Term Disability Ins	16,537	17,159	17,882	16,463	16,463	-7.9%	17,603	6.9%
502071 State Unemployment Ins (SUI)	14,188	13,887	18,477	11,362	11,362	-38.5%	12,054	6.1%
502081 Worker's Comp Ins	275,282	218,037	224,578	121,607	121,607	-45.9%	121,607	0.0%
502101 Holiday Pay	54,622	76,780	80,195	73,899	73,899	-7.9%	76,868	4.0%
502103 Floating Holiday	7,176	7,981	8,318	8,149	8,149	-2.0%	8,492	4.2%
502109 Sick Leave	82,786	119,341	124,658	114,820	114,820	-7.9%	119,439	4.0%
502111 Annual Leave	245,188	198,038	206,681	203,626	203,626	-1.5%	210,916	3.6%
502121 Other Paid Absence	15,454	17,995	18,796	17,320	17,320	-7.9%	18,016	4.0%
502251 Phys. Exams	1,050	3,183	3,183	3,183	3,183	0.0%	3,183	0.0%
502253 Driver Lic Renewal	382	1,061	1,061	1,061	1,061	0.0%	1,061	0.0%
502999 Other Fringe Benefits	5,219	5,402	5,447	5,293	5,293	-2.8%	5,335	0.8%
<b>Totals</b>	<b>2,170,208</b>	<b>2,420,001</b>	<b>2,602,598</b>	<b>2,302,908</b>	<b>2,302,908</b>	<b>-11.5%</b>	<b>2,473,582</b>	<b>7.4%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET

Paratransit - 3100

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	BUDGET FY16 June 2015	REVISED BUDGET June 2015	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>SERVICES</b>								
503011 Accting/Audit Fees	-	-	-	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	-	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	3,474	8,000	8,000	3,474	3,474	-56.6%	3,474	0.0%
503032 Legislative Services	-	-	-	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	-	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	-	-	-	0.0%	-	0.0%
503041 Temp Help	2,847	-	-	-	-	0.0%	-	0.0%
503161 Custodial Services	9,824	10,500	10,500	1,000	1,000	-90.5%	1,000	0.0%
503162 Uniforms/Laundry	2,164	1,000	1,000	2,164	2,164	116.4%	2,164	0.0%
503171 Security Services	-	-	-	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	-	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	-	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	-	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	-	-	0.0%	-	0.0%
503352 Repair - Equipment	3,737	3,000	3,000	3,737	3,737	24.6%	3,737	0.0%
503353 Repair - Rev Vehicle	2,233	4,000	4,000	2,233	2,233	-44.2%	2,233	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>24,279</b>	<b>26,500</b>	<b>26,500</b>	<b>12,608</b>	<b>12,608</b>	<b>-52.4%</b>	<b>12,608</b>	<b>0.0%</b>
<b>MOBILE MATERIALS &amp; SUPPLIES</b>								
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	-	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	-	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET

Paratransit - 3100

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET June 2015	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>OTHER MATERIALS &amp; SUPPLIES</b>							
504205 Freight Out	-	-	-	-	0.0%	-	0.0%
504211 Postage & Mailing	147	2,800	2,800	3,500	25.0%	3,500	0.0%
504214 Promotional Items	32	200	200	200	0.0%	200	0.0%
504215 Printing	3,221	4,300	4,300	3,221	-25.1%	3,221	0.0%
504217 Photo Supp/Process	1,219	2,000	2,000	1,219	-39.1%	1,219	0.0%
504311 Office Supplies	6,318	9,500	9,500	5,500	-42.1%	5,500	0.0%
504315 Safety Supplies	118	1,000	1,000	120	-88.0%	120	0.0%
504317 Cleaning Supplies	420	1,200	1,200	420	-65.0%	420	0.0%
504409 Repair/Maint Supplies	-	-	-	-	0.0%	-	0.0%
504417 Tenant Repairs	-	-	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>11,475</b>	<b>21,000</b>	<b>21,000</b>	<b>14,180</b>	<b>-32.5%</b>	<b>14,180</b>	<b>0.0%</b>
<b>UTILITIES</b>							
505011 Gas & Electric	10,411	14,420	14,853	11,000	-25.9%	11,000	0.0%
505021 Water & Garbage	5,188	6,386	6,578	5,200	-20.9%	5,200	0.0%
505031 Telecommunications	6,396	17,000	17,000	10,800	-36.5%	10,800	0.0%
<b>Totals</b>	<b>21,995</b>	<b>37,806</b>	<b>38,430</b>	<b>27,000</b>	<b>-29.7%</b>	<b>27,000</b>	<b>0.0%</b>
<b>CASUALTY &amp; LIABILITY</b>							
506011 Insurance - Property	167	167	172	167	-2.9%	167	0.0%
506015 Insurance - PL/PD	119,886	123,909	127,626	100,457	-21.3%	100,457	0.0%
506021 Insurance - Other	-	-	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>120,053</b>	<b>124,076</b>	<b>127,798</b>	<b>100,624</b>	<b>-21.3%</b>	<b>100,624</b>	<b>0.0%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET Paratransit - 3100

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	BUDGET FY16 June 2015	REVISED BUDGET FY16 June 2015	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>TAXES</b>								
507051 Fuel Tax	-	-	-	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	500	500	-	-	-100.0%	-	0.0%
507999 Other Taxes	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>500</b>	<b>500</b>	<b>-</b>	<b>-</b>	<b>-100.0%</b>	<b>-</b>	<b>0.0%</b>
<b>PURCHASED TRANS.</b>								
503406 Contract/Paratransit	213,032	250,000	250,000	200,000	200,000	-20.0%	200,000	0.0%
<b>Totals</b>	<b>213,032</b>	<b>250,000</b>	<b>250,000</b>	<b>200,000</b>	<b>200,000</b>	<b>-20.0%</b>	<b>200,000</b>	<b>0.0%</b>
<b>MISC EXPENSE</b>								
509011 Dues/Subscriptions	-	-	-	-	-	0.0%	-	0.0%
509081 Advertising - District Promo	-	-	-	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	-	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	-	3,750	3,750	100.0%	2,700	-28.0%
509122 BOD Travel	-	-	-	-	-	0.0%	-	0.0%
509123 Travel	-	-	-	6,880	6,880	100.0%	4,925	-28.4%
509125 Local Meeting Expense	-	-	-	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	-	-	-	0.0%	-	0.0%
509150 Contributions	-	-	-	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,630</b>	<b>10,630</b>	<b>100.0%</b>	<b>7,625</b>	<b>-28.3%</b>
<b>LEASES &amp; RENTALS</b>								
512011 Facility Lease	155,800	162,740	167,622	167,622	167,622	0.0%	173,650	3.6%
512061 Equipment Rental	4,044	5,200	5,200	4,044	4,044	-22.2%	4,044	0.0%
<b>Totals</b>	<b>159,844</b>	<b>167,940</b>	<b>172,822</b>	<b>171,666</b>	<b>171,666</b>	<b>-0.7%</b>	<b>177,694</b>	<b>3.5%</b>
<b>PERSONNEL TOTAL</b>								
	4,370,786	4,862,422	5,153,115	4,549,369	4,549,369	-11.7%	4,800,677	5.5%
<b>NON-PERSONNEL TOTAL</b>								
	550,678	627,822	637,051	536,708	536,708	-15.8%	539,731	0.6%
<b>DEPARTMENT TOTALS</b>								
6/11/2015	4,921,464	5,490,244	5,790,165	5,086,077	5,086,077	-12.2%	5,340,408	5.0%
	Paratransit - 3100							



# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET Operations - 3200

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET June 2015	BUDGET FY16 REVISED BUDG FY16	% CHANGE BUDG FY16 BUDG FY17	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>LABOR</b>								
501011 Bus Operator Pay	-	-	-	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	-	-	-	0.0%	-	0.0%
501021 Other Salaries	1,066,757	1,086,187	1,119,543	1,091,752	1,091,752	-2.5%	1,148,123	5.2%
501023 Other OT	354,982	193,884	199,838	220,000	220,000	10.1%	226,600	3.0%
<b>Totals</b>	<b>1,421,739</b>	<b>1,280,072</b>	<b>1,319,381</b>	<b>1,311,752</b>	<b>1,311,752</b>	<b>-0.6%</b>	<b>1,374,724</b>	<b>4.8%</b>
<b>FRINGE BENEFITS</b>								
502011 Medicare/Soc. Sec.	18,460	22,528	23,323	23,088	23,088	-1.0%	24,159	4.6%
502021 Retirement	245,243	280,808	308,492	288,183	288,183	-6.6%	325,328	12.9%
502031 Medical Ins	270,368	359,644	388,416	391,045	391,045	0.7%	420,297	7.5%
502041 Dental Ins	21,270	25,526	26,291	27,386	27,386	4.2%	28,207	3.0%
502045 Vision Ins	4,678	5,442	5,606	5,763	5,763	2.8%	5,763	0.0%
502051 Life Ins/AD&D	1,779	2,199	2,265	2,316	2,316	2.3%	2,385	3.0%
502060 State Disability Ins (SDI)	14,128	15,468	18,994	14,640	14,640	-22.9%	15,736	7.5%
502061 Long Term Disability Ins	6,922	8,654	8,731	6,858	6,858	-21.4%	9,289	35.4%
502071 State Unemployment Ins (SUI)	3,551	4,292	5,711	4,010	4,010	-29.8%	4,254	6.1%
502081 Worker's Comp Ins	15,547	68,641	70,701	45,133	45,133	-36.2%	45,133	0.0%
502101 Holiday Pay	40,581	41,635	43,138	41,972	41,972	-2.7%	44,040	4.9%
502103 Floating Holiday	11,217	9,677	10,072	7,750	7,750	-23.1%	8,303	7.1%
502109 Sick Leave	35,579	62,452	64,707	62,958	62,958	-2.7%	66,060	4.9%
502111 Annual Leave	183,182	150,070	161,068	158,032	158,032	-1.9%	162,659	2.9%
502121 Other Paid Absence	7,901	9,758	10,110	9,837	9,837	-2.7%	10,322	4.9%
502251 Phys. Exams	825	530	530	530	530	0.0%	530	0.0%
502253 Driver Lic Renewal	30	-	-	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	3,010	4,377	4,391	4,392	4,392	0.0%	4,406	0.3%
<b>Totals</b>	<b>884,272</b>	<b>1,071,702</b>	<b>1,152,547</b>	<b>1,093,893</b>	<b>1,093,893</b>	<b>-5.1%</b>	<b>1,176,871</b>	<b>7.6%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET Operations - 3200

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	BUDGET FY16 June 2015	REVISED BUDGET June 2015	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>SERVICES</b>								
503011 Accting/Audit Fees	-	-	-	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	-	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	11,960	3,000	3,000	4,000	4,000	33.3%	4,000	0.0%
503032 Legislative Services	-	-	-	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	-	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	-	-	-	0.0%	-	0.0%
503041 Temp Help	32,274	-	-	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	-	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	654	500	500	654	654	30.8%	654	0.0%
503171 Security Services	517,081	-	-	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	-	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	-	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	-	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	-	-	0.0%	-	0.0%
503352 Repair - Equipment	937	3,000	3,000	937	937	-68.8%	937	0.0%
503353 Repair - Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>562,906</b>	<b>6,500</b>	<b>6,500</b>	<b>5,591</b>	<b>5,591</b>	<b>-14.0%</b>	<b>5,591</b>	<b>0.0%</b>
<b>MOBILE MATERIALS &amp; SUPPLIES</b>								
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	-	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	-	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET Operations - 3200

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	BUDGET FY16 June 2015	REVISED BUDGET June 2015	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>OTHER MATERIALS &amp; SUPPLIES</b>								
504205 Freight Out	-	-	-	-	-	0.0%	-	0.0%
504211 Postage & Mailing	210	200	200	210	210	5.0%	210	0.0%
504214 Promotional Items	-	-	-	-	-	0.0%	-	0.0%
504215 Printing	365	4,500	4,500	365	365	-91.9%	365	0.0%
504217 Photo Supp/Process	1,032	600	600	600	600	0.0%	600	0.0%
504311 Office Supplies	10,252	12,000	12,000	10,252	10,252	-14.6%	10,252	0.0%
504315 Safety Supplies	-	-	-	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	-	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	-	-	-	0.0%	-	0.0%
504417 Tenant Repairs	-	-	-	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	-	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>11,859</b>	<b>17,300</b>	<b>17,300</b>	<b>11,427</b>	<b>11,427</b>	<b>-33.9%</b>	<b>11,427</b>	<b>0.0%</b>
<b>UTILITIES</b>								
505011 Gas & Electric	-	-	-	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	-	-	-	0.0%	-	0.0%
505031 Telecommunications	13,189	56,900	56,900	13,189	13,189	-76.8%	13,189	0.0%
<b>Totals</b>	<b>13,189</b>	<b>56,900</b>	<b>56,900</b>	<b>13,189</b>	<b>13,189</b>	<b>-76.8%</b>	<b>13,189</b>	<b>0.0%</b>
<b>CASUALTY &amp; LIABILITY</b>								
506011 Insurance - Property	-	-	-	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET Operations - 3200

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET June 2015	BUDGET FY16 REVISED BUDG	% CHANGE BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>TAXES</b>								
507051 Fuel Tax	-	-	-	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	-	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	-	0.0%	-	0.0%
<b>PURCHASED TRANS.</b>								
503406 Contract/Paratransit	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	-	0.0%	-	0.0%
<b>MISC EXPENSE</b>								
509011 Dues/Subscriptions	-	-	-	-	-	0.0%	-	0.0%
509081 Advertising - District Promo	-	-	-	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	120	-	-	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	-	2,000	2,000	100.0%	2,000	0.0%
509122 BOD Travel	-	-	-	-	-	0.0%	-	0.0%
509123 Travel	-	-	-	5,000	5,000	100.0%	5,000	0.0%
509125 Local Meeting Expense	-	-	-	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	-	-	-	0.0%	-	0.0%
509150 Contributions	-	-	-	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	120	-	-	7,000	7,000	100.0%	7,000	0.0%
<b>LEASES &amp; RENTALS</b>								
512011 Facility Lease	21,852	22,000	22,000	22,700	22,700	3.2%	22,700	0.0%
512061 Equipment Rental	5,370	5,800	5,800	5,370	5,370	-7.4%	5,370	0.0%
<b>Totals</b>	27,222	27,800	27,800	28,070	28,070	1.0%	28,070	0.0%
<b>PERSONNEL TOTAL</b>	2,306,010	2,351,774	2,471,928	2,405,645	2,405,645	-2.7%	2,551,594	6.1%
<b>NON-PERSONNEL TOTAL</b>	615,297	108,500	108,500	65,277	65,277	-39.8%	65,277	0.0%
<b>DEPARTMENT TOTALS</b>	2,921,307	2,460,274	2,580,428	2,470,922	2,470,922	-4.2%	2,616,871	5.9%
6/11/2015	Operations - 3200							

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET

Bus Operators - 3300

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	BUDGET FY16 June 2015	REVISED BUDGET	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>LABOR</b>								
501011 Bus Operator Pay	7,873,516	8,164,984	8,490,019	8,453,443	8,453,443	-0.4%	8,815,149	4.3%
501013 Bus Operator OT	1,824,040	1,858,350	1,932,328	1,748,524	1,748,524	-9.5%	1,570,285	-10.2%
501021 Other Salaries	-	-	-	-	-	0.0%	-	0.0%
501023 Other OT	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>9,697,556</b>	<b>10,023,334</b>	<b>10,422,347</b>	<b>10,201,967</b>	<b>10,201,967</b>	<b>-2.1%</b>	<b>10,385,434</b>	<b>1.8%</b>
<b>FRINGE BENEFITS</b>								
502011 Medicare/Soc. Sec.	142,587	170,777	177,550	173,831	173,831	-2.1%	177,642	2.2%
502021 Retirement	1,736,358	2,048,446	2,258,441	2,150,366	2,150,366	-4.8%	2,413,880	12.3%
502031 Medical Ins	2,794,108	2,823,150	3,063,059	3,234,315	3,234,315	5.6%	3,466,981	7.2%
502041 Dental Ins	216,950	220,696	227,316	219,467	219,467	-3.5%	226,051	3.0%
502045 Vision Ins	53,407	52,183	53,748	52,183	52,183	-2.9%	52,183	0.0%
502051 Life Ins/AD&D	19,706	19,101	19,674	19,047	19,047	-3.2%	19,619	3.0%
502060 State Disability Ins (SDI)	109,085	121,310	150,085	111,132	111,132	-26.0%	116,975	5.3%
502061 Long Term Disability Ins	73,711	71,935	73,263	73,134	73,134	-0.2%	77,140	5.5%
502071 State Unemployment Ins (SUI)	42,355	41,157	54,760	36,315	36,315	-33.7%	38,526	6.1%
502081 Worker's Comp Ins	462,149	658,149	677,893	408,702	408,702	-39.7%	408,702	0.0%
502101 Holiday Pay	210,731	303,451	315,548	312,573	312,573	-0.9%	326,143	4.3%
502103 Floating Holiday	682	-	-	-	-	0.0%	-	0.0%
502109 Sick Leave	359,120	474,142	493,044	488,395	488,395	-0.9%	509,599	4.3%
502111 Annual Leave	1,007,735	905,656	939,947	871,389	871,389	-7.3%	911,052	4.6%
502121 Other Paid Absence	89,171	71,121	73,957	114,040	114,040	54.2%	118,940	4.3%
502251 Phys. Exams	5,925	8,487	8,487	8,487	8,487	0.0%	8,487	0.0%
502253 Driver Lic Renewal	2,676	3,183	3,183	3,183	3,183	0.0%	3,183	0.0%
502999 Other Fringe Benefits	7,663	10,452	10,586	6,852	6,852	-35.3%	6,986	1.9%
<b>Totals</b>	<b>7,334,119</b>	<b>8,003,394</b>	<b>8,600,542</b>	<b>8,283,411</b>	<b>8,283,411</b>	<b>-3.7%</b>	<b>8,882,089</b>	<b>7.2%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET Bus Operators - 3300

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISD BUDGET June 2015	REVISED BUDGET FY16	% CHANGE BUDG FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>SERVICES</b>								
503011 Accting/Audit Fees	-	-	-	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	-	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	-	-	-	-	-	0.0%	-	0.0%
503032 Legislative Services	-	-	-	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	-	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	-	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	-	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	-	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	4,037	2,500	2,500	2,500	2,500	0.0%	2,700	8.0%
503171 Security Services	-	-	-	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	-	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	-	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	-	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	-	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	-	-	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>4,037</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>0.0%</b>	<b>2,700</b>	<b>8.0%</b>
<b>MOBILE MATERIALS &amp; SUPPLIES</b>								
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	-	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	-	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET Bus Operators - 3300

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET June 2015	BUDGET FY16 REVISED BUDG	% CHANGE BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>OTHER MATERIALS &amp; SUPPLIES</b>								
504205 Freight Out	-	-	-	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	-	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	-	-	-	0.0%	-	0.0%
504215 Printing	-	-	-	-	-	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	-	-	-	0.0%	-	0.0%
504311 Office Supplies	-	-	-	-	-	0.0%	-	0.0%
504315 Safety Supplies	-	-	-	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	-	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	-	-	-	0.0%	-	0.0%
504417 Tenant Repairs	-	-	-	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	-	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	-	0.0%	-	0.0%
<b>UTILITIES</b>								
505011 Gas & Electric	-	-	-	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	-	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	-	0.0%	-	0.0%
<b>CASUALTY &amp; LIABILITY</b>								
506011 Insurance - Property	-	-	-	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	-	0.0%	-	0.0%

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET

Bus Operators - 3300

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET June 2015	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>TAXES</b>							
507051 Fuel Tax	-	-	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
<b>PURCHASED TRANS.</b>							
503406 Contract/Paratransit	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
<b>MISC EXPENSE</b>							
509011 Dues/Subscriptions	-	-	-	-	0.0%	-	0.0%
509081 Advertising - District Promo	-	-	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	27	3,500	200	200	-94.3%	200	0.0%
509121 Employee Training	-	-	-	-	0.0%	-	0.0%
509122 BOD Travel	-	-	-	-	0.0%	-	0.0%
509123 Travel	-	-	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	-	-	0.0%	-	0.0%
509150 Contributions	-	-	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>27</b>	<b>3,500</b>	<b>200</b>	<b>200</b>	<b>-94.3%</b>	<b>200</b>	<b>0.0%</b>
<b>LEASES &amp; RENTALS</b>							
512011 Facility Lease	-	-	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
<b>PERSONNEL TOTAL</b>	<b>17,031,675</b>	<b>18,026,729</b>	<b>19,022,889</b>	<b>18,485,378</b>	<b>-2.8%</b>	<b>19,267,522</b>	<b>4.2%</b>
<b>NON-PERSONNEL TOTAL</b>	<b>4,063</b>	<b>6,000</b>	<b>6,000</b>	<b>2,700</b>	<b>-55.0%</b>	<b>2,900</b>	<b>7.4%</b>
<b>DEPARTMENT TOTALS</b>	<b>17,035,739</b>	<b>18,032,729</b>	<b>19,028,889</b>	<b>18,488,078</b>	<b>-2.8%</b>	<b>19,270,422</b>	<b>4.2%</b>
6/11/2015						Bus Operators - 3300	



# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET

Fleet Maintenance - 4100

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET FY16 June 2015	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>LABOR</b>							
501011 Bus Operator Pay	-	-	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	-	-	0.0%	-	0.0%
501021 Other Salaries	1,967,855	2,085,454	2,157,747	2,139,575	-0.8%	2,235,750	4.5%
501023 Other OT	151,629	98,016	101,414	125,783	24.0%	128,297	2.0%
<b>Totals</b>	<b>2,119,484</b>	<b>2,183,470</b>	<b>2,259,161</b>	<b>2,265,358</b>	<b>0.3%</b>	<b>2,364,047</b>	<b>4.4%</b>
<b>FRINGE BENEFITS</b>							
502011 Medicare/Soc. Sec.	33,061	39,032	40,371	40,331	-0.1%	42,028	4.2%
502021 Retirement	433,902	535,655	587,525	557,689	-5.1%	626,067	12.3%
502031 Medical Ins	672,511	825,370	891,043	876,878	-1.6%	940,256	7.2%
502041 Dental Ins	55,231	58,962	60,731	59,265	-2.4%	61,043	3.0%
502045 Vision Ins	10,443	12,806	13,190	12,806	-2.9%	12,806	0.0%
502051 Life Ins/AD&D	3,325	4,791	4,934	4,687	-5.0%	4,827	3.0%
502060 State Disability Ins (SDI)	25,409	27,351	33,664	25,498	-24.3%	27,319	7.1%
502061 Long Term Disability Ins	12,681	18,247	18,491	17,680	-4.4%	19,248	8.9%
502071 State Unemployment Ins (SUI)	8,826	10,100	13,438	8,912	-33.7%	9,454	6.1%
502081 Worker's Comp Ins	48,767	169,587	174,675	110,327	-36.8%	110,327	0.0%
502101 Holiday Pay	58,053	79,811	82,547	81,713	-1.0%	85,237	4.3%
502103 Floating Holiday	20,318	5,753	5,868	5,589	-4.8%	5,987	7.1%
502109 Sick Leave	71,642	119,716	123,820	122,569	-1.0%	127,856	4.3%
502111 Annual Leave	221,062	284,405	293,435	287,064	-2.2%	295,399	2.9%
502121 Other Paid Absence	22,404	18,706	19,347	19,151	-1.0%	19,977	4.3%
502251 Phys. Exams	1,500	1,910	1,910	1,910	0.0%	1,910	0.0%
502253 Driver Lic Renewal	40	412	412	412	0.0%	412	0.0%
502999 Other Fringe Benefits	2,915	6,080	6,114	6,043	-1.2%	3,075	-49.1%
<b>Totals</b>	<b>1,702,090</b>	<b>2,218,690</b>	<b>2,371,514</b>	<b>2,238,523</b>	<b>-5.6%</b>	<b>2,393,229</b>	<b>6.9%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET Fleet Maintenance - 4100

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET June 2015	BUDGET FY16 REVISED BUDG FY16	% CHANGE BUDG FY16 BUDG FY17	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>SERVICES</b>								
503011 Accting/Audit Fees	-	-	-	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	-	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	4,703	6,500	6,500	500	-92.3%	0.0%	500	0.0%
503032 Legislative Services	-	-	-	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	-	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	-	-	-	0.0%	-	0.0%
503041 Temp Help	13,361	-	-	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	-	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	15,533	16,100	16,500	20,000	21.2%	0.0%	20,000	0.0%
503171 Security Services	-	-	-	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	-	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	-	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	-	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	-	-	0.0%	-	0.0%
503352 Repair - Equipment	27,590	38,500	39,000	36,000	-7.7%	0.0%	36,000	0.0%
503353 Repair - Rev Vehicle	376,635	360,500	371,315	325,000	-12.5%	0.0%	325,000	0.0%
503354 Repair - Non Rev Vehicle	14,747	18,020	19,101	30,000	57.1%	0.0%	30,000	0.0%
503363 Haz Mat Disposal	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>452,569</b>	<b>439,620</b>	<b>452,416</b>	<b>411,500</b>	<b>-9.0%</b>	<b>0.0%</b>	<b>411,500</b>	<b>0.0%</b>
<b>MOBILE MATERIALS &amp; SUPPLIES</b>								
504011 Fuels & Lubricants - Non Rev Veh	84,952	90,743	93,465	84,952	-9.1%	0.0%	84,952	0.0%
504012 Fuels & Lubricants - Rev Veh	2,463,390	2,521,518	2,597,163	2,400,000	-7.6%	0.0%	2,400,000	0.0%
504021 Tires & Tubes	272,023	279,000	287,370	272,023	-5.3%	0.0%	272,023	0.0%
504161 Other Mobile Supplies	-	-	-	-	0.0%	0.0%	-	0.0%
504191 Rev Vehicle Parts	986,544	945,000	964,000	986,544	2.3%	0.0%	986,544	0.0%
<b>Totals</b>	<b>3,806,909</b>	<b>3,836,261</b>	<b>3,941,999</b>	<b>3,743,519</b>	<b>-5.0%</b>	<b>0.0%</b>	<b>3,743,519</b>	<b>0.0%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET Fleet Maintenance - 4100

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	BUDGET FY16 June 2015	REVISED BUDGET June 2015	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>OTHER MATERIALS &amp; SUPPLIES</b>								
504205 Freight Out	136	413	425	136	136	-68.0%	136	0.0%
504211 Postage & Mailing	-	250	250	-	-	-100.0%	-	0.0%
504214 Promotional Items	-	-	-	-	-	0.0%	-	0.0%
504215 Printing	364	150	150	364	364	142.7%	364	0.0%
504217 Photo Supp/Process	-	-	-	-	-	0.0%	-	0.0%
504311 Office Supplies	1,813	4,629	4,768	3,000	3,000	-37.1%	3,000	0.0%
504315 Safety Supplies	14,728	15,000	16,500	14,728	14,728	-10.7%	14,728	0.0%
504317 Cleaning Supplies	4,487	6,800	6,800	5,500	5,500	-19.1%	5,500	0.0%
504409 Repair/Maint Supplies	-	-	-	-	-	0.0%	-	0.0%
504417 Tenant Repairs	-	-	-	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	28,560	26,000	27,000	20,000	20,000	-25.9%	20,000	0.0%
504511 Small Tools	3,033	6,700	6,700	3,033	3,033	-54.7%	3,033	0.0%
504515 Employee Tool Replacement	783	3,000	3,000	783	783	-73.9%	783	0.0%
<b>Totals</b>	<b>53,904</b>	<b>62,942</b>	<b>65,593</b>	<b>47,544</b>	<b>47,544</b>	<b>-27.5%</b>	<b>47,544</b>	<b>0.0%</b>
<b>UTILITIES</b>								
505011 Gas & Electric	-	-	-	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	-	-	-	0.0%	-	0.0%
505031 Telecommunications	19,947	80,340	82,750	53,000	53,000	-36.0%	53,000	0.0%
<b>Totals</b>	<b>19,947</b>	<b>80,340</b>	<b>82,750</b>	<b>53,000</b>	<b>53,000</b>	<b>-36.0%</b>	<b>53,000</b>	<b>0.0%</b>
<b>CASUALTY &amp; LIABILITY</b>								
506011 Insurance - Property	-	-	-	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	(25,538)	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>(25,538)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET Fleet Maintenance - 4100

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	BUDGET FY16 June 2015	REVISED BUDGET FY16 June 2015	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>TAXES</b>								
507051 Fuel Tax	15,630	14,420	14,853	15,000	15,000	1.0%	15,000	0.0%
507201 Licenses & Permits	-	-	-	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>15,630</b>	<b>14,420</b>	<b>14,853</b>	<b>15,000</b>	<b>15,000</b>	<b>1.0%</b>	<b>15,000</b>	<b>0.0%</b>
<b>PURCHASED TRANS.</b>								
503406 Contract/Paratransit	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
<b>MISC EXPENSE</b>								
509011 Dues/Subscriptions	4,216	3,000	3,000	4,700	4,700	56.7%	4,700	0.0%
509081 Advertising - District Promo	-	-	-	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	-	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	-	2,500	2,500	100.0%	2,500	0.0%
509122 BOD Travel	-	-	-	-	-	0.0%	-	0.0%
509123 Travel	-	-	-	4,300	4,300	100.0%	4,100	-4.7%
509125 Local Meeting Expense	-	-	-	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	-	-	-	0.0%	-	0.0%
509150 Contributions	-	-	-	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>4,216</b>	<b>3,000</b>	<b>3,000</b>	<b>11,500</b>	<b>11,500</b>	<b>283.3%</b>	<b>11,300</b>	<b>-1.7%</b>
<b>LEASES &amp; RENTALS</b>								
512011 Facility Lease	-	-	-	-	-	0.0%	-	0.0%
512061 Equipment Rental	171	1,200	1,200	1,600	1,600	33.3%	1,600	0.0%
<b>Totals</b>	<b>171</b>	<b>1,200</b>	<b>1,200</b>	<b>1,600</b>	<b>1,600</b>	<b>33.3%</b>	<b>1,600</b>	<b>0.0%</b>
<b>PERSONNEL TOTAL</b>	<b>3,821,574</b>	<b>4,402,161</b>	<b>4,630,675</b>	<b>4,503,881</b>	<b>4,503,881</b>	<b>-2.7%</b>	<b>4,757,276</b>	<b>5.6%</b>
<b>NON-PERSONNEL TOTAL</b>	<b>4,327,807</b>	<b>4,437,783</b>	<b>4,561,811</b>	<b>4,283,663</b>	<b>4,283,663</b>	<b>-6.1%</b>	<b>4,283,463</b>	<b>0.0%</b>
<b>DEPARTMENT TOTALS</b>	<b>8,149,381</b>	<b>8,839,943</b>	<b>9,192,486</b>	<b>8,787,544</b>	<b>8,787,544</b>	<b>-4.4%</b>	<b>9,040,739</b>	<b>2.9%</b>
6/11/2015							Fleet Maint- 4100	

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET Capital Funded Labor - 5100

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET June 2015	BUDGET FY16 REVISED BUDG FY16	% CHANGE BUDG FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>LABOR</b>								
501011 Bus Operator Pay	-	-	-	-	0.0%	0.0%	-	0.0%
501013 Bus Operator OT	-	-	-	-	0.0%	0.0%	-	0.0%
501021 Other Salaries	-	-	-	-	0.0%	0.0%	-	0.0%
501023 Other OT	-	-	-	-	0.0%	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	0.0%	0.0%	-	0.0%
<b>FRINGE BENEFITS</b>								
502011 Medicare/Soc. Sec.	-	-	-	-	0.0%	0.0%	-	0.0%
502021 Retirement	-	-	-	-	0.0%	0.0%	-	0.0%
502031 Medical Ins	-	-	-	-	0.0%	0.0%	-	0.0%
502041 Dental Ins	-	-	-	-	0.0%	0.0%	-	0.0%
502045 Vision Ins	-	-	-	-	0.0%	0.0%	-	0.0%
502051 Life Ins/AD&D	-	-	-	-	0.0%	0.0%	-	0.0%
502060 State Disability Ins (SDI)	-	-	-	-	0.0%	0.0%	-	0.0%
502061 Long Term Disability Ins	-	-	-	-	0.0%	0.0%	-	0.0%
502071 State Unemployment Ins (SUI)	-	-	-	-	0.0%	0.0%	-	0.0%
502081 Worker's Comp Ins	-	-	-	-	0.0%	0.0%	-	0.0%
502101 Holiday Pay	-	-	-	-	0.0%	0.0%	-	0.0%
502103 Floating Holiday	-	-	-	-	0.0%	0.0%	-	0.0%
502109 Sick Leave	-	-	-	-	0.0%	0.0%	-	0.0%
502111 Annual Leave	-	-	-	-	0.0%	0.0%	-	0.0%
502121 Other Paid Absence	-	-	-	-	0.0%	0.0%	-	0.0%
502251 Phys. Exams	-	-	-	-	0.0%	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	-	-	0.0%	0.0%	-	0.0%
502999 Other Fringe Benefits	-	-	-	-	0.0%	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	0.0%	0.0%	-	0.0%

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET Capital Funded Labor - 5100

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET June 2015	BUDGET FY16 REVISED BUDG	% CHANGE BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>SERVICES</b>								
503011 Accting/Audit Fees	-	-	-	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	-	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	-	-	-	-	-	0.0%	-	0.0%
503032 Legislative Services	-	-	-	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	-	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	-	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	-	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	-	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	-	-	-	0.0%	-	0.0%
503171 Security Services	-	-	-	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	-	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	-	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	-	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	-	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	-	-	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	-	0.0%	-	0.0%
<b>MOBILE MATERIALS &amp; SUPPLIES</b>								
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	-	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	-	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	-	0.0%	-	0.0%

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET Capital Funded Labor - 5100

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET June 2015	BUDGET FY16 REVISED BUDG	% CHANGE BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>OTHER MATERIALS &amp; SUPPLIES</b>								
504205 Freight Out	-	-	-	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	-	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	-	-	-	0.0%	-	0.0%
504215 Printing	-	-	-	-	-	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	-	-	-	0.0%	-	0.0%
504311 Office Supplies	-	-	-	-	-	0.0%	-	0.0%
504315 Safety Supplies	-	-	-	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	-	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	-	-	-	0.0%	-	0.0%
504417 Tenant Repairs	-	-	-	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	-	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	-	0.0%	-	0.0%
<b>UTILITIES</b>								
505011 Gas & Electric	-	-	-	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	-	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	-	0.0%	-	0.0%
<b>CASUALTY &amp; LIABILITY</b>								
506011 Insurance - Property	-	-	-	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	-	0.0%	-	0.0%

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET Capital Funded Labor - 5100

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET June 2015	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>TAXES</b>							
507051 Fuel Tax	-	-	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	0.0%	-	0.0%
<b>PURCHASED TRANS.</b>							
503406 Contract/Paratransit	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	0.0%	-	0.0%
<b>MISC EXPENSE</b>							
509011 Dues/Subscriptions	-	-	-	-	0.0%	-	0.0%
509081 Advertising - District Promo	-	-	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	-	-	0.0%	-	0.0%
509122 BOD Travel	-	-	-	-	0.0%	-	0.0%
509123 Travel	-	-	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	-	-	0.0%	-	0.0%
509150 Contributions	-	-	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	0.0%	-	0.0%
<b>LEASES &amp; RENTALS</b>							
512011 Facility Lease	-	-	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	0.0%	-	0.0%
<b>PERSONNEL TOTAL</b>							
	-	-	-	-	0.0%	-	0.0%
<b>NON-PERSONNEL TOTAL</b>							
	-	-	-	-	0.0%	-	0.0%
<b>DEPARTMENT TOTALS</b>							
6/11/2015	-	-	-	-	0.0%	-	0.0%
							Capital Labor- 5100



# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET

COBRA Benefits - 9001

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET June 2015	BUDGET FY16 REVISED BUDG	% CHANGE BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>LABOR</b>								
501011 Bus Operator Pay	-	-	-	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	-	-	-	0.0%	-	0.0%
501021 Other Salaries	-	-	-	-	-	0.0%	-	0.0%
501023 Other OT	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	-	0.0%	-	0.0%
<b>FRINGE BENEFITS</b>								
502011 Medicare/Soc. Sec.	-	-	-	-	-	0.0%	-	0.0%
502021 Retirement	-	-	-	-	-	0.0%	-	0.0%
502031 Medical Ins	-	-	-	-	-	0.0%	-	0.0%
502041 Dental Ins	1,379	-	-	-	-	0.0%	-	0.0%
502045 Vision Ins	545	-	-	-	-	0.0%	-	0.0%
502051 Life Ins/AD&D	-	-	-	-	-	0.0%	-	0.0%
502060 State Disability Ins (SDI)	-	-	-	-	-	0.0%	-	0.0%
502061 Long Term Disability Ins	-	-	-	-	-	0.0%	-	0.0%
502071 State Unemployment Ins (SUI)	-	-	-	-	-	0.0%	-	0.0%
502081 Worker's Comp Ins	-	-	-	-	-	0.0%	-	0.0%
502101 Holiday Pay	-	-	-	-	-	0.0%	-	0.0%
502103 Floating Holiday	-	-	-	-	-	0.0%	-	0.0%
502109 Sick Leave	-	-	-	-	-	0.0%	-	0.0%
502111 Annual Leave	-	-	-	-	-	0.0%	-	0.0%
502121 Other Paid Absence	-	-	-	-	-	0.0%	-	0.0%
502251 Phys. Exams	-	-	-	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	-	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	1,923	-	-	-	-	0.0%	-	0.0%

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET COBRA Benefits - 9001

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET June 2015	BUDGET FY16 REVISED BUDG	% CHANGE BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>SERVICES</b>								
503011 Accting/Audit Fees	-	-	-	-	0.0%	-	0.0%	
503012 Admin/Bank Fees	-	-	-	-	0.0%	-	0.0%	
503031 Prof/Technical Fees	-	-	-	-	0.0%	-	0.0%	
503032 Legislative Services	-	-	-	-	0.0%	-	0.0%	
503033 Legal Services	-	-	-	-	0.0%	-	0.0%	
503034 Pre-Employment Exams	-	-	-	-	0.0%	-	0.0%	
503041 Temp Help	-	-	-	-	0.0%	-	0.0%	
503161 Custodial Services	-	-	-	-	0.0%	-	0.0%	
503162 Uniforms/Laundry	-	-	-	-	0.0%	-	0.0%	
503171 Security Services	-	-	-	-	0.0%	-	0.0%	
503221 Classified/Legal Ads	-	-	-	-	0.0%	-	0.0%	
503222 Legal Ads	-	-	-	-	0.0%	-	0.0%	
503225 Graphic Services	-	-	-	-	0.0%	-	0.0%	
503351 Repair - Bldg & Impr	-	-	-	-	0.0%	-	0.0%	
503352 Repair - Equipment	-	-	-	-	0.0%	-	0.0%	
503353 Repair - Rev Vehicle	-	-	-	-	0.0%	-	0.0%	
503354 Repair - Non Rev Vehicle	-	-	-	-	0.0%	-	0.0%	
503363 Haz Mat Disposal	-	-	-	-	0.0%	-	0.0%	
<b>Totals</b>	-	-	-	-	0.0%	-	0.0%	
<b>MOBILE MATERIALS &amp; SUPPLIES</b>								
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	-	0.0%	-	0.0%	
504012 Fuels & Lubricants - Rev Veh	-	-	-	-	0.0%	-	0.0%	
504021 Tires & Tubes	-	-	-	-	0.0%	-	0.0%	
504161 Other Mobile Supplies	-	-	-	-	0.0%	-	0.0%	
504191 Rev Vehicle Parts	-	-	-	-	0.0%	-	0.0%	
<b>Totals</b>	-	-	-	-	0.0%	-	0.0%	

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET COBRA Benefits - 9001

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET June 2015	BUDGET FY16 REVISED BUDG	% CHANGE BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>OTHER MATERIALS &amp; SUPPLIES</b>								
504205 Freight Out	-	-	-	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	-	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	-	-	-	0.0%	-	0.0%
504215 Printing	-	-	-	-	-	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	-	-	-	0.0%	-	0.0%
504311 Office Supplies	-	-	-	-	-	0.0%	-	0.0%
504315 Safety Supplies	-	-	-	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	-	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	-	-	-	0.0%	-	0.0%
504417 Tenant Repairs	-	-	-	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	-	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	-	0.0%	-	0.0%
<b>UTILITIES</b>								
505011 Gas & Electric	-	-	-	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	-	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	-	0.0%	-	0.0%
<b>CASUALTY &amp; LIABILITY</b>								
506011 Insurance - Property	-	-	-	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	-	0.0%	-	0.0%

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET COBRA Benefits - 9001

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET June 2015	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>TAXES</b>							
507051 Fuel Tax	-	-	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	0.0%	-	0.0%
<b>PURCHASED TRANS.</b>							
503406 Contract/Paratransit	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	0.0%	-	0.0%
<b>MISC EXPENSE</b>							
509011 Dues/Subscriptions	-	-	-	-	0.0%	-	0.0%
509081 Advertising - District Promo	-	-	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	-	-	0.0%	-	0.0%
509122 BOD Travel	-	-	-	-	0.0%	-	0.0%
509123 Travel	-	-	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	-	-	0.0%	-	0.0%
509150 Contributions	-	-	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	0.0%	-	0.0%
<b>LEASES &amp; RENTALS</b>							
512011 Facility Lease	-	-	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	0.0%	-	0.0%
<b>PERSONNEL TOTAL</b>	1,923	-	-	-	0.0%	-	0.0%
<b>NON-PERSONNEL TOTAL</b>	-	-	-	-	0.0%	-	0.0%
<b>DEPARTMENT TOTALS</b>	1,923	-	-	-	0.0%	-	0.0%
6/11/2015							COBRA- 9001

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET Retired Employee Benefits - 9005

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET FY16 June 2015	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>LABOR</b>							
501011 Bus Operator Pay	-	-	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	-	-	0.0%	-	0.0%
501021 Other Salaries	-	-	-	-	0.0%	-	0.0%
501023 Other OT	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	0.0%	-	0.0%
<b>FRINGE BENEFITS</b>							
502011 Medicare/Soc. Sec.	-	-	-	-	0.0%	-	0.0%
502021 Retirement	-	-	-	-	0.0%	-	0.0%
502031 Medical Ins	2,204,334	2,237,472	2,422,032	2,699,107	11.4%	2,915,035	8.0%
502041 Dental Ins	96,131	76,780	79,084	88,391	11.8%	91,042	3.0%
502045 Vision Ins	31,880	22,091	22,754	20,847	-8.4%	20,847	0.0%
502051 Life Ins/AD&D	10,244	7,043	7,255	6,545	-9.8%	6,741	3.0%
502060 State Disability Ins (SDI)	-	-	-	-	0.0%	-	0.0%
502061 Long Term Disability Ins	-	-	-	-	0.0%	-	0.0%
502071 State Unemployment Ins (SUI)	-	-	-	-	0.0%	-	0.0%
502081 Worker's Comp Ins	-	-	-	-	0.0%	-	0.0%
502101 Holiday Pay	-	-	-	-	0.0%	-	0.0%
502103 Floating Holiday	-	-	-	-	0.0%	-	0.0%
502109 Sick Leave	-	-	-	-	0.0%	-	0.0%
502111 Annual Leave	-	-	-	-	0.0%	-	0.0%
502121 Other Paid Absence	-	-	-	-	0.0%	-	0.0%
502251 Phys. Exams	-	-	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	16,169	5,471	6,202	5,796	-6.5%	6,260	8.0%
<b>Totals</b>	<b>2,358,759</b>	<b>2,348,858</b>	<b>2,537,326</b>	<b>2,820,685</b>	<b>11.2%</b>	<b>3,039,925</b>	<b>7.8%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET Retired Employee Benefits - 9005

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET FY16 June 2015	BUDGET FY16 REVISED BUDG FY16	% CHANGE BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>SERVICES</b>								
503011 Accting/Audit Fees	-	-	-	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	-	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	-	-	-	-	-	0.0%	-	0.0%
503032 Legislative Services	-	-	-	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	-	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	-	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	-	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	-	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	-	-	-	0.0%	-	0.0%
503171 Security Services	-	-	-	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	-	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	-	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	-	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	-	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	-	-	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
<b>MOBILE MATERIALS &amp; SUPPLIES</b>								
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	-	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	-	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET Retired Employee Benefits - 9005

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET FY16 June 2015	BUDGET FY16 REVISED BUDG FY16	% CHANGE BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>OTHER MATERIALS &amp; SUPPLIES</b>								
504205 Freight Out	-	-	-	-	0.0%	0.0%	-	0.0%
504211 Postage & Mailing	-	-	-	-	0.0%	0.0%	-	0.0%
504214 Promotional Items	-	-	-	-	0.0%	0.0%	-	0.0%
504215 Printing	-	-	-	-	0.0%	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	-	-	0.0%	0.0%	-	0.0%
504311 Office Supplies	-	-	-	-	0.0%	0.0%	-	0.0%
504315 Safety Supplies	-	-	-	-	0.0%	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	-	-	0.0%	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	-	-	0.0%	0.0%	-	0.0%
504417 Tenant Repairs	-	-	-	-	0.0%	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	-	0.0%	0.0%	-	0.0%
504511 Small Tools	-	-	-	-	0.0%	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	-	0.0%	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	0.0%	0.0%	-	0.0%
<b>UTILITIES</b>								
505011 Gas & Electric	-	-	-	-	0.0%	0.0%	-	0.0%
505021 Water & Garbage	-	-	-	-	0.0%	0.0%	-	0.0%
505031 Telecommunications	-	-	-	-	0.0%	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	0.0%	0.0%	-	0.0%
<b>CASUALTY &amp; LIABILITY</b>								
506011 Insurance - Property	-	-	-	-	0.0%	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	-	0.0%	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	-	0.0%	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	-	0.0%	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	-	0.0%	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	0.0%	0.0%	-	0.0%

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET Retired Employee Benefits - 9005

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET FY16 June 2015	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>TAXES</b>							
507051 Fuel Tax	-	-	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
<b>PURCHASED TRANS.</b>							
503406 Contract/Paratransit	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
<b>MISC EXPENSE</b>							
509011 Dues/Subscriptions	-	-	-	-	0.0%	-	0.0%
509081 Advertising - District Promo	-	-	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	-	-	0.0%	-	0.0%
509122 BOD Travel	-	-	-	-	0.0%	-	0.0%
509123 Travel	-	-	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	-	-	0.0%	-	0.0%
509150 Contributions	-	-	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
<b>LEASES &amp; RENTALS</b>							
512011 Facility Lease	-	-	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
<b>PERSONNEL TOTAL</b>	<b>2,358,759</b>	<b>2,348,858</b>	<b>2,537,326</b>	<b>2,820,685</b>	<b>11.2%</b>	<b>3,039,925</b>	<b>7.8%</b>
<b>NON-PERSONNEL TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
<b>DEPARTMENT TOTALS</b>	<b>2,358,759</b>	<b>2,348,858</b>	<b>2,537,326</b>	<b>2,820,685</b>	<b>11.2%</b>	<b>3,039,925</b>	<b>7.8%</b>
6/11/2015						Retirees- 9005	



# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET SCCIC - 700

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISSED BUDGET June 2015	REVISED BUDG FY16	% CHANGE BUDG FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>LABOR</b>								
501011 Bus Operator Pay	-	-	-	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	-	-	-	0.0%	-	0.0%
501021 Other Salaries	-	-	-	-	-	0.0%	-	0.0%
501023 Other OT	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	-	0.0%	-	0.0%
<b>FRINGE BENEFITS</b>								
502011 Medicare/Soc. Sec.	-	-	-	-	-	0.0%	-	0.0%
502021 Retirement	-	-	-	-	-	0.0%	-	0.0%
502031 Medical Ins	-	-	-	-	-	0.0%	-	0.0%
502041 Dental Ins	-	-	-	-	-	0.0%	-	0.0%
502045 Vision Ins	-	-	-	-	-	0.0%	-	0.0%
502051 Life Ins/AD&D	-	-	-	-	-	0.0%	-	0.0%
502060 State Disability Ins (SDI)	-	-	-	-	-	0.0%	-	0.0%
502061 Long Term Disability Ins	-	-	-	-	-	0.0%	-	0.0%
502071 State Unemployment Ins (SUI)	-	-	-	-	-	0.0%	-	0.0%
502081 Worker's Comp Ins	-	-	-	-	-	0.0%	-	0.0%
502101 Holiday Pay	-	-	-	-	-	0.0%	-	0.0%
502103 Floating Holiday	-	-	-	-	-	0.0%	-	0.0%
502109 Sick Leave	-	-	-	-	-	0.0%	-	0.0%
502111 Annual Leave	-	-	-	-	-	0.0%	-	0.0%
502121 Other Paid Absence	-	-	-	-	-	0.0%	-	0.0%
502251 Phys. Exams	-	-	-	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	-	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	-	0.0%	-	0.0%

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET SCCIC - 700

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	BUDGET FY16 June 2015	REVISED BUDGET June 2015	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>SERVICES</b>								
503011 Accting/Audit Fees	250	250	250	250	250	0.0%	250	0.0%
503012 Admin/Bank Fees	-	50	50	-	-	-100.0%	-	0.0%
503031 Prof/Technical Fees	-	-	-	-	-	0.0%	-	0.0%
503032 Legislative Services	-	-	-	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	-	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	-	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	-	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	-	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	-	-	-	0.0%	-	0.0%
503171 Security Services	-	-	-	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	-	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	-	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	-	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	-	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	-	-	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>250</b>	<b>300</b>	<b>300</b>	<b>250</b>	<b>250</b>	<b>-16.7%</b>	<b>250</b>	<b>0.0%</b>
<b>MOBILE MATERIALS &amp; SUPPLIES</b>								
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	-	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	-	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET SCCIC - 700

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET June 2015	REVISED BUDG FY16	% CHANGE BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>OTHER MATERIALS &amp; SUPPLIES</b>								
504205 Freight Out	-	-	-	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	-	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	-	-	-	0.0%	-	0.0%
504215 Printing	-	-	-	-	-	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	-	-	-	0.0%	-	0.0%
504311 Office Supplies	-	-	-	-	-	0.0%	-	0.0%
504315 Safety Supplies	-	-	-	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	-	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	-	-	-	0.0%	-	0.0%
504417 Tenant Repairs	-	-	-	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	-	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	-	0.0%	-	0.0%
<b>UTILITIES</b>								
505011 Gas & Electric	-	-	-	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	-	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	-	0.0%	-	0.0%
<b>CASUALTY &amp; LIABILITY</b>								
506011 Insurance - Property	-	-	-	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	-	-	-	-	-	0.0%	-	0.0%

# Attachment C

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY16 & FY17 FINAL OPERATING BUDGET SCCIC - 700

ACCOUNT	ACTUAL FY14	BUDGET FY15	BUDGET FY16 June 2014	REVISED BUDGET June 2015	% CHANGE BUDGET FY16 REVISED BUDG FY16	FINAL BUDGET FY17	% CHANGE BUDG FY16 BUDG FY17
<b>TAXES</b>							
507051 Fuel Tax	-	-	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
<b>PURCHASED TRANS.</b>							
503406 Contract/Paratransit	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
<b>MISC EXPENSE</b>							
509011 Dues/Subscriptions	-	-	-	-	0.0%	-	0.0%
509081 Advertising - District Promo	-	-	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	-	-	0.0%	-	0.0%
509122 BOD Travel	-	-	-	-	0.0%	-	0.0%
509123 Travel	-	-	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	-	-	0.0%	-	0.0%
509150 Contributions	-	-	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
<b>LEASES &amp; RENTALS</b>							
512011 Facility Lease	-	-	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	-	-	0.0%	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
<b>PERSONNEL TOTAL</b>							
	-	-	-	-	0.0%	-	0.0%
<b>NON-PERSONNEL TOTAL</b>							
	250	300	300	250	-16.7%	250	0.0%
<b>DEPARTMENT TOTALS</b>	<b>250</b>	<b>300</b>	<b>300</b>	<b>250</b>	<b>-16.7%</b>	<b>250</b>	<b>0.0%</b>
6/11/2015							SCCIC-700

# Attachment D

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FINAL FY16 CAPITAL BUDGET AS OF JUNE 26, 2015

PROJECT/ACTIVITY	RESTRICTED FEDERAL FUNDS	RESTRICTED - SAKATA/LAW SUIT PROCEEDS	RESTRICTED - PTMISEA (1B)	RESTRICTED - SLPP	RESTRICTED - CAL-OES PROP 1B - TRANSIT SECURITY	RESTRICTED - STIP	RESTRICTED - CAPITAL STA	RESTRICTED LCTOP (CAP & TRADE)	SALES TAX MATCH - SLPP - (BACKFILL - W/STA)	OPERATING / CAPITAL RESERVES - CARRYOVER FROM FY15	OPERATING / CAPITAL RESERVES - NEW FOR FY16	TOTAL
<b>Construction Related Projects</b>												
1 Metrobase Project - Judy K.Souza - Operations Bldg.	\$ -	\$ 635,000	\$ 6,500,000	\$ 1,000,000	\$ 646,033	\$ -	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -	\$ 9,781,033
2 Transit Security Projects					\$ 538,000							\$ 538,000
3 w/ City of SC	\$ 300,000									\$ 75,000		\$ 375,000
4 Watsonville Transit Center - Conceptual Design								\$ 82,000		\$ 158,000		\$ 158,000
5 WTC Customer Service Booth Remodel										\$ 82,000		\$ 82,000
6 Fine Egress	\$ 300,000	\$ 635,000	\$ 6,500,000	\$ 1,000,000	\$ 1,184,033	\$ -	\$ 50,000	\$ 82,000	\$ 1,000,000	\$ 233,000	\$ -	\$ 50,000
Subtotal												\$ 10,984,033
<b>IT Projects</b>												
7 Finance Software Replacement (Partial Funding - 1/2)							\$ 35,000			\$ 90,000		\$ 125,000
8 HR Software Upgrade							\$ 40,000			\$ 40,000		\$ 50,000
Subtotal							\$ 45,000			\$ 130,000		\$ 175,000
<b>Facilities Repair &amp; Improvements</b>												
9 Upgrade L/CNG Fueling Facility							\$ 71,790			\$ 130,000		\$ 130,000
10 Bus Stop Repairs / Improvements							\$ 7,000			\$ 43,436		\$ 115,226
11 WTC Renovations & Repairs							\$ 78,790			\$ 173,436		\$ 37,000
Subtotal										\$ 30,000		\$ 282,226
<b>Revenue Vehicle Replacement &amp; Campaigns</b>												
12 Paracruz Van Replacements (4)	\$ 50,400					\$ 345,000				\$ 86,250		\$ 431,250
13 FTA Section 5310(1) Paratransit Vehicle TBD)										\$ 35,000		\$ 35,000
State of Good Repair # 2 Close-out - Tooling, Diagnostic Equipment and Spare Parts for the 6 New Flyer Buses										\$ 121,250		\$ 121,250
Subtotal												\$ 629,250
<b>Non-Revenue Vehicle Replacement</b>												
15 Replacement Non-Revenue Vehicles (FTA 5339) *	\$ 152,000									\$ 38,000		\$ 190,000
Subtotal										\$ 38,000		\$ 190,000
<b>Fleet &amp; Maint Equipment</b>												
16 None at this time	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal												\$ -
<b>Office Equipment</b>												
17 Office Furniture Ergonomic & Distressed Furniture (STA)							\$ 42,000					\$ 42,000
18 WTC Police Substation - Workstation							\$ 42,000					\$ 42,000
Subtotal												\$ 84,000
<b>Misc.</b>												
19 Ticket Vending Machine-SLV										\$ 63,735		\$ 63,735
TYM Audible Improvements - Firmware, Braille Placards, and Key Pads										\$ 25,000		\$ 25,000
FTA 5339 Funds (Placeholder FY14 & FY15 Allocation Programming in Progress) *	\$ 764,819									\$ 74,981		\$ 956,023
Subtotal	\$ 764,819	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 163,716	\$ 116,223	\$ 1,044,758
<b>TOTAL CAPITAL PROJECTS</b>	<b>\$ 1,267,219</b>	<b>\$ 635,000</b>	<b>\$ 6,500,000</b>	<b>\$ 1,000,000</b>	<b>\$ 1,184,033</b>	<b>\$ 345,000</b>	<b>\$ 215,790</b>	<b>\$ 82,000</b>	<b>\$ 1,000,000</b>	<b>\$ 859,402</b>	<b>\$ 159,943</b>	<b>\$ 13,248,387</b>

# Attachment D

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FINAL FY16 CAPITAL BUDGET AS OF JUNE 26, 2015												
PROJECT/ACTIVITY	RESTRICTED FEDERAL FUNDS	RESTRICTED - SAKATA/LAW SUIT PROCEEDS	RESTRICTED - PTMISEA (1B)	RESTRICTED - SLPP	RESTRICTED - CAL-OES PROP 1B - TRANSIT SECURITY	RESTRICTED - STIP	RESTRICTED - CAPITAL STA	RESTRICTED - LCTOP (CAP & TRADE)	SALES TAX MATCH - SLPP - (BACKFILL - W/STA)	OPERATING / CAPITAL RESERVES - CARRYOVER FROM FY15	OPERATING / CAPITAL RESERVES - NEW FOR FY16	TOTAL
<b>CAPITAL PROGRAM FUNDING</b>												
<b>Federal Sources of Funds:</b>												
Federal Grants (FTA)	\$ 1,267,219											\$ 1,267,219
Sakata / Lawsuit Proceeds		\$ 635,000										\$ 635,000
<b>State Sources of Funds:</b>												
PTMISEA (1B)			\$ 6,500,000									\$ 6,500,000
State-Local Partnership Program (SLPP)				\$ 1,000,000								\$ 1,000,000
Cal-OES Prop 1B Transit Security Grant Funds (CTSGP)					\$ 1,184,033							\$ 1,184,033
Statewide Transportation Improvement Program (STIP)						\$ 345,000						\$ 345,000
Capital Restricted - State Transit Assistance (STA)							\$ 215,790					\$ 215,790
Low Carbon Transit Operations Program (LCTOP) - Cap & Trade								\$ 82,000				\$ 82,000
Sales Tax Match for SLPP - (Backfilled w/STA)									\$ 1,000,000			\$ 1,000,000
<b>Local Sources of Funds:</b>												
Operating / Capital Reserve Fund										\$ 859,402	\$ 159,943	\$ 1,019,345
<b>TOTAL CAPITAL FUNDING BY FUNDING SOURCE</b>	<b>\$ 1,267,219</b>	<b>\$ 635,000</b>	<b>\$ 6,500,000</b>	<b>\$ 1,000,000</b>	<b>\$ 1,184,033</b>	<b>\$ 345,000</b>	<b>\$ 215,790</b>	<b>\$ 82,000</b>	<b>\$ 1,000,000</b>	<b>\$ 859,402</b>	<b>\$ 159,943</b>	<b>\$ 13,248,387</b>
Restricted Funds	\$ 1,267,219	\$ 635,000	\$ 6,500,000	\$ 1,000,000	\$ 1,184,033	\$ 345,000	\$ 215,790	\$ 82,000	\$ 1,000,000			\$ 12,229,042
Non-Restricted Funds										\$ 859,402	\$ 159,943	\$ 1,019,345
<b>TOTAL CAPITAL FUNDING</b>	<b>\$ 1,267,219</b>	<b>\$ 635,000</b>	<b>\$ 6,500,000</b>	<b>\$ 1,000,000</b>	<b>\$ 1,184,033</b>	<b>\$ 345,000</b>	<b>\$ 215,790</b>	<b>\$ 82,000</b>	<b>\$ 1,000,000</b>	<b>\$ 859,402</b>	<b>\$ 159,943</b>	<b>\$ 13,248,387</b>
* FTA Section 5339 Funds - Staff is currently developing the comprehensive list of projects to be funded with the remainder of the combined FY14 and FY15 FTA Section 5339 grant funds in the amount of \$1,146,023.												
FTA 5339 - FTA Share @ 80%	\$ 916,819											
Local share @ 20% funded with Operating / Capital Reserves	\$ 229,204											
<b>Total FTA Section 5339 Grant</b>	<b>\$ 1,146,023</b>											

# 13D.2

**Santa Cruz METRO  
Unfunded Capital Projects**

Consideration for Future Grant Applications

**5339 PRIORITY**

- 1** Immediate Repair or Replace
- 2** Needed for State of Good Repair
- 3** Not Mission Critical
- +** Exceeds amount available for discreet project
- Ø** Ineligible

**UNFUNDED CAPITAL PROJECTS**

#	5339	Project	Description	Cost (000s)	Potential Funding Source	UNFUNDED CAPITAL PROJECTS												DEPT.											
						16	17	18	19	20	21	22	23	24	25														
1	1	Bus Replacements 2016	Bus Replacements Replace 4 2200s (C40LF buses); Retire 8 due to tank expirations.	\$ 2,400	Unfunded																								Fleet
2	1	Rebuild Vernon Street Roof	Correct Water leakage	\$ 150	Unfunded																								IT Facilities Const.
3	1	Roof Replacement, Pacific Station	Remove Curved windows; replace roof	\$ 250	Unfunded			\$ 250																					Facilities
4	1	Relocate Mechanics Sink, fleet	138 Golf Club Capital + Engineering Cost	\$ 10	Unfunded																								Fleet Facilities
5	1	Exhaust evacuation @ Golf Club.	Upgrade Fleet Exhaust Evacuation System @ 138 Golf Club	\$ 35	Unfunded				\$ 35																				Const. Fleet Facilities
6	1	Propane bus mule	Tow motor to hostile buses at Fleet maintenance	\$ 25	Unfunded																								Fleet
7	1	Reseal/Resurface	Reseal, resurface asphalt at Pacific Station, upper Vernon St. lot, Scotts Valley Transit Center, Soquel P & R	\$ 75	Unfunded																								Facilities
8	2	Mid-Life Overhaul, 2015-2024	Bus Mid-Life Overhaul	\$ 16,000	STIP		\$ 1,600	\$ 1,600	\$ 1,600	\$ 1,600	\$ 1,600	\$ 1,600	\$ 1,600	\$ 1,600	\$ 1,600	\$ 1,600	\$ 1,600	\$ 1,600	\$ 1,600	\$ 1,600	\$ 1,600	\$ 1,600	\$ 1,600	\$ 1,600	\$ 1,600	\$ 1,600	\$ 1,600	\$ 1,600	Fleet
9	2	Maintenance for existing transit facilities	Maintenance of bus stops, parking lots, transit centers, buildings	\$ 500	continuous																								Facilities
20	3	ADA Access Assessment at Bus Stops	Consultant assessment of ADA access at METRO bus stops	\$ 10	Unfunded																								Planning Facilities
10	2	ADA Access Assessment at all Facilities	Remedial ADA Access at all bus stops: annually	\$ 879	Unfunded				\$ 175	\$ 88	\$ 88	\$ 88	\$ 88	\$ 88	\$ 88	\$ 88	\$ 88	\$ 88	\$ 88	\$ 88	\$ 88	\$ 88	\$ 88	\$ 88	\$ 88	\$ 88	\$ 88	\$ 88	Planning Facilities
20	3	ADA Access Assessment at all Facilities	Consultant assessment of ADA access at all METRO facilities.	\$ 25	Unfunded																								Planning Facilities
21	3	ADA Access at all Facilities	Remedial ADA Access at all facilities. Respond to 2015 Accessibility Study	\$ 879	Unfunded				\$ 175	\$ 88	\$ 88	\$ 88	\$ 88	\$ 88	\$ 88	\$ 88	\$ 88	\$ 88	\$ 88	\$ 88	\$ 88	\$ 88	\$ 88	\$ 88	\$ 88	\$ 88	\$ 88	\$ 88	Planning Facilities

**Santa Cruz METRO  
Unfunded Capital Projects**

Consideration for Future Grant Applications

Attachment E

**UNFUNDED CAPITAL PROJECTS**

#	5339	Project	Description	Cost (000s)	Potential Funding Source	UNFUNDED CAPITAL PROJECTS											DEPT.
						16	17	18	19	20	21	22	23	24	25		
11	2	Upgrade HVAC Systems, all sites	Heating Ventilation Air Conditioning	\$ 500	FY14 FTA 5339	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	Facilities	
12	2	Custodial Equipment Replacement ParaCruz Adds & Replacement Vans 2016	Vacuums, Buffers, Scrubbers	\$ 100	Unfunded	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	Facilities	
13	2	Replace (6) Paracruz Vans	Replace (6) Paracruz Vans	\$ 400	Unfunded	\$ 400										ParaCruz	
14	2	Fire Suppression for IT Server Room	110 Vernon	\$ 100	Unfunded		\$ 100									IT Facilities Const.	
15	2	Watsonville Transit Center Repaint	Exterior repainting	\$50	Unfunded	\$ 50										Facilities	
16	2	Bird Abatement	All Facilities	\$ 10	Unfunded	\$ 10										Facilities Const. Fleet Facilities	
17	2	Bus Lifts	Remove and Replace lifts	\$ 1,000	Unfunded	\$ 1,000										Facilities	
18	2	Roof Reconstruction, Golf Club	Reconstruct built-up roof on first-half of Maintenance Building	\$ 100	Unfunded	\$ 100										Facilities	
19	2	Tire Carousel	138 Golf Club Capital + Engineering Cost	\$ 50	Unfunded	\$ 50										Fleet	
22	3	Bus Replacements 2017	Bus Replacements @ \$575 ea. Replace 18 35' 9800s (D35LF) Replace 12 40' 9800s (D40LF) Replace 8 40' CNG buses (tanks expire '16)	\$ 21,850	FTA 5339/STIP	\$ 21,850										Fleet	
23	3	Facilities Bucket Truck Maintenance Equipment Routine replacements	Person lift for high-altitudework. Routine Replacements; Welder	\$ 100	FY14 FTA 5339	\$ 100										Fleet	
24	3	Offsite SCMTD Servers	MetroBase, Balance of Lifetime Budget	\$ 50	MetroBase	\$ 50										IT Const.	
26	3	ParaCruz Adds & Replacement Vans 2017	Replace (17) Paracruz mid-size vans Goshen, E350 Transporter, E350 Versa Shuttle; 4 expansion vehicles	\$ 1,300	Unfunded	\$ 1,300										ParaCruz	





**Santa Cruz METRO  
Unfunded Capital Projects**

Consideration for Future Grant Applications

**UNFUNDED CAPITAL PROJECTS**

#	5339	Project	Description	Cost (000s)	Potential Funding Source	UNFUNDED CAPITAL PROJECTS											DEPT.				
						16	17	18	19	20	21	22	23	24	25						
41	3	Bus Replacements 2024	Bus Replacements Replace (11) 1200s CNG Buses (~\$600K each)	\$ 13,200	FTA 5339/STIP												\$ 6,600	\$ 6,600	Fleet Admin Const.		
42	?	Furniture	All Facilities	\$300	Unfunded	\$ 300															
43	?	Gates/Fences MetroBase plant	Automatic Swing gates for fueling station, fences and gates for Maintenance, Vernon.	\$ 100	Unfunded	\$ 100															Facilities Const.
44	+	Signal Priority/Pre- Emption for Buses	Enable coach operators to actuate traffic signals to prolong green or change red lights to improve transit running time.	\$ 2,000	Coordinate with Public Works in affected jurisdiction									\$ 2,000							Planning Ops
45	+	Bus AVL	Automatic Vehicle Locator system on all METRO Buses	\$ 1,300	Unfunded	\$ 1,300															IT Planning Fleet
46	+	Bus APC	Automatic Passenger Counter systems on all METRO buses.	\$ 1,200	Unfunded					\$ 1,200											IT Planning Fleet
47	Ø	South County Ops. & Maint. Facility	Auxiliary Operating & Maint Facility in Watsonville. Fascia or complete transit center renovation. Add ADA eligibility office. Requires buy-in from local community, possible City of Watsonville financial participation.	\$ 50,000	Unfunded															\$ 50,000	Grants Facilities Const.
48	Ø	Watsonville Transit Center Renovation	Demolition of 1211/1217 River Street houses; environmental report; design engineering and construction for bus parking.	TBD	Unfunded																Const. Facilities
49	Ø	MetroBase: River Street overflow parking lot.	Replace N/S Wash System purchase 2010	\$ 300	Unfunded					\$ 300											ParaCruz
50	Ø	Bus Washer	Energy reduction through installation of solar panels at the Judy K. Souza Operations combined with water harvesting and tree removal.	\$ 50	FTA 5339					\$ 50											Facilities Fleet
51	Ø	Solar Panels and Water Harvesting		\$ 4,000	Unfunded									\$ 4,000							Const. Facilities

**Santa Cruz METRO  
Unfunded Capital Projects**

Consideration for Future Grant Applications

**UNFUNDED CAPITAL PROJECTS**

#	5339	Project	Description	Cost (000s)	Potential Funding Source	UNFUNDED CAPITAL PROJECTS											DEPT.	
						16	17	18	19	20	21	22	23	24	25			
52	Ø	Park and Ride Lots for Bus Commuters	Fund purchase and construction of parking areas for commute bus patrons 17th ave & 41st Ave.	\$ 1,500	Unfunded													Facilities
53	Ø	Pacific Station Renovation	Consider mixed-use or transit only renovations	\$ 25,000	Private Developer City partnership			\$ 25,000										Grants Facilities Const.
54	Ø	Metro Rebranding	Establish consistent brand with uniform signage, letterhead, adds	\$ 500	Unfunded													
55	Ø	Landscaping/Irrigation	Re-landscape & irrigate all sites	\$ 500	Unfunded	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	Facilities
56	Ø	Fare System Integration	System Integrator to analyze and propose integrated fare media strategy	\$ 100	Unfunded.		\$ 100											IT Planning Fleet
57	Ø	Fare System Upgrade	Upgrade GFI Farebox system to enable fare media loading, tracking, registration, interoperability via internet. Necessary IT upgrades	\$ 1,300	Unfunded.		\$ 1,300											IT Planning Fleet
58	Ø	Vernon Street Bus Stop	Move (Route 4) bus stop to to lower Administration parking lot (fronts River Street) . Install base and concrete to bus stop pad and maneuvering apron	\$ 70	Unfunded	\$ 70												Facilities Const.
59	Ø	FiberOptic Switches	Connect Fiber Optic from Ops to HASTUS upgrade required for new OS environment	\$ 5	Unfunded	\$ 5												IT Facilities
60	Ø	HASTUS Upgrade		\$ 850	Unfunded		\$ 850											IT
61	Ø	Financial Management Software	Financial, Payroll, Timekeeping S	\$ 125	Unfunded		\$ 125											IT Finance
62	Ø	Property Acquisition	MetroBase right-of-way Rayne @ 1231 River St.	\$ 850	Unfunded	\$ 850												Const. Legal
63	Ø	Felton Faire Bus Stop	Either relocate or improve path of travel for 2 stops	\$ 100	Unfunded	\$ 100												Planning Facilities

**Santa Cruz METRO**  
**Unfunded Capital Projects**  
 Consideration for Future Grant Applications

UNFUNDED CAPITAL PROJECTS																
#	5339	Project	Description	Cost (000s)	Potential Funding Source	16	17	18	19	20	21	22	23	24	25	DEPT.
64	Ø	ParaCruz Operating Facility (Mobility Management Center)	Design, Right-of-Way and construction for new ParaCruz Operating Facility	\$ 10,000	Unfunded			\$ 10,000								Paracruz Const. Ops.
65	Ø	MetroBase Maintenance Facility Wing 2	Design, Right-of-Way and construction for second wing of Maintenance Facility	\$ 15,000	Unfunded			\$ 15,000								Maint. Const. Ops.
66	Ø	Administration Remodel	Assess reconfiguration of Administration (110 Vernon) to move/add office space, windows.	\$25	Unfunded	\$ 25										Facilities
<b>Unfunded Capital Costs thru 2025</b>				<b>\$199,583</b>	NA	<b>\$ 7,890</b>	<b>\$ 30,045</b>	<b>\$ 62,621</b>	<b>\$ 2,511</b>	<b>\$ 10,686</b>	<b>\$ 3,936</b>	<b>\$ 9,786</b>	<b>\$ 4,936</b>	<b>\$ 8,536</b>	<b>\$ 58,636</b>	<b>Grants Finance</b>
<b>ROLLING STOCK REPLACEMENTS:</b>				<b>\$61,985</b>	NA	<b>\$2,800</b>	<b>\$23,150</b>	<b>\$8,735</b>	<b>\$300</b>	<b>\$3,000</b>	<b>\$0</b>	<b>\$7,800</b>	<b>\$3,000</b>	<b>\$6,600</b>	<b>\$6,600</b>	<b>Grants Finance</b>

FY16 & FY17 FINAL OPERATING BUDGET  
 Authorized and Funded Personnel - Full Time Equivalent (FTE)  
 Summary

Position Title	Authorized		Funded		Authorized		Funded		Authorized		Funded	
	FY 16 June 2014	FY 16 June 2014	FY 16 June 2014	FY 16 June 2014	Revised FY 16 June 2015	Revised FY 16 June 2015	Revised FY 16 June 2015	Revised FY 16 June 2015	Final FY 17	Final FY 17	Final FY 17	Final FY 17
Administration - 1100	14.00	11.50	5.00	4.00	5.00	4.00	5.00	4.00	5.00	4.00	5.00	4.00
Finance - 1200	8.50	7.00	8.50	7.00	8.50	7.00	8.50	7.00	8.50	7.00	8.50	7.00
Customer Service - 1300	10.25	6.00	10.25	7.00	10.25	7.00	10.25	7.00	10.25	7.00	10.25	7.00
Human Resources - 1400	6.00	5.00	6.00	5.00	6.00	5.00	6.00	5.00	6.00	5.00	6.00	5.00
Information Technology - 1500	6.00	5.00	7.00	5.00	7.00	5.00	7.00	5.00	7.00	5.00	7.00	5.00
Planning, Grants, Governmental Affairs - 1600	0.00	0.00	9.00	6.50	9.00	6.50	9.00	6.50	9.00	6.50	9.00	6.50
District Counsel - 1700	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Risk Management - 1800	3.00	2.00	3.00	2.00	3.00	2.00	3.00	2.00	3.00	2.00	3.00	2.00
Purchasing - 1900	7.00	7.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00
Facilities Maintenance - 2200	19.00	15.00	21.00	17.00	21.00	17.00	21.00	17.00	21.00	17.00	21.00	17.00
Paratransit - 3100	61.00	54.00	61.00	50.00	61.00	50.00	61.00	50.00	61.00	50.00	61.00	50.00
Operations - 3200	20.00	17.00	21.00	18.00	21.00	18.00	21.00	18.00	21.00	18.00	21.00	18.00
Bus Operators - 3300	182.00	164.00	171.00	163.00	171.00	163.00	171.00	163.00	171.00	163.00	171.00	163.00
Fleet Maintenance - 4100	59.00	44.00	56.00	40.00	56.00	40.00	56.00	40.00	56.00	40.00	56.00	40.00
<b>Total Full-Time Equivalents (FTEs)</b>	<b>398.75</b>	<b>340.50</b>	<b>389.75</b>	<b>335.50</b>	<b>389.75</b>	<b>335.50</b>	<b>389.75</b>	<b>335.50</b>	<b>389.75</b>	<b>335.50</b>	<b>389.75</b>	<b>336.50</b>

# Attachment F

## FY16 & FY17 FINAL OPERATING BUDGET Authorized and Funded Personnel - Full Time Equivalent (FTE) Administration - 1100

Position Title	Authorized	Funded	Authorized Revised	Funded Revised	Authorized	Funded
	FY 16 June 2014	FY 16 June 2014	FY 16 June 2015	FY 16 June 2015	Final FY 17	Final FY 17
CEO/General Manager	1.00	1.00	1.00	1.00	1.00	1.00
Assistant General Manager	1.00	1.00	0.00	0.00	0.00	0.00
Chief Operations Officer	0.00	0.00	1.00	1.00	1.00	1.00
Admin Services Coordinator	1.00	1.00	0.00	0.00	0.00	0.00
Executive Assistant	0.00	0.00	1.00	1.00	1.00	1.00
Administrative Assistant	2.00	1.00	2.00	1.00	2.00	1.00
Administrative Specialist *	1.00	1.00	0.00	0.00	0.00	0.00
Grants/Legislative Analyst **	2.00	2.00	0.00	0.00	0.00	0.00
Transportation Planning Supervisor **	1.00	0.00	0.00	0.00	0.00	0.00
Jr. Transportation Planner **	1.00	1.00	0.00	0.00	0.00	0.00
Sr. Transportation Planner **	1.00	1.00	0.00	0.00	0.00	0.00
Transit Surveyor **	1.00	0.50	0.00	0.00	0.00	0.00
Schedule Analyst **	2.00	2.00	0.00	0.00	0.00	0.00
<b>Total Full-Time Equivalents (FTEs)</b>	<b>14.00</b>	<b>11.50</b>	<b>5.00</b>	<b>4.00</b>	<b>5.00</b>	<b>4.00</b>

\* Expenses for Administrative Specialist position will be incurred in Capital Funded Labor, in order to facilitate financial/grant reporting.

\*\* Positions are transferred to Planning, Grants, Governmental Affairs Department.

FY16 & FY17 FINAL OPERATING BUDGET  
 Authorized and Funded Personnel - Full Time Equivalent (FTE)  
 Finance - 1200

Position Title	Authorized FY 16 June 2014	Funded FY 16 June 2014	Authorized Revised FY 16 June 2015	Funded Revised FY 16 June 2015	Authorized Final FY 17	Funded Final FY 17
Finance Manager	1.00	1.00	1.00	1.00	1.00	1.00
Assistant Finance Manager	1.00	1.00	1.00	1.00	1.00	1.00
Senior Accountant	0.50	0.00	0.50	0.00	0.50	0.00
Accountant II	1.00	1.00	1.00	1.00	1.00	1.00
Accounting Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Sr. Accounting Tech	1.00	1.00	1.00	1.00	1.00	1.00
Payroll and Accounting Support Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Sr. Financial Analyst	1.00	1.00	1.00	1.00	1.00	1.00
Revenue Specialist	1.00	0.00	1.00	0.00	1.00	0.00
<b>Total Full-Time Equivalents (FTEs)</b>	<b>8.50</b>	<b>7.00</b>	<b>8.50</b>	<b>7.00</b>	<b>8.50</b>	<b>7.00</b>

FY16 & FY17 FINAL OPERATING BUDGET  
 Authorized and Funded Personnel - Full Time Equivalent (FTE)  
 Customer Service - 1300

Position Title	Authorized FY 16 June 2014	Funded FY 16 June 2014	Authorized Revised FY 16 June 2015	Funded Revised FY 16 June 2015	Authorized Final FY 17	Funded Final FY 17
Marketing, Communications and Customer Service Manager	1.00	0.00	1.00	0.00	1.00	0.00
Transit Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Customer Service Coordinator CSR	1.00 5.00	0.00 3.00	1.00 5.00	1.00 3.00	1.00 5.00	1.00 4.00
Ticket & Pass Program Specialist Administrative Assistant	1.00 1.25	1.00 1.00	1.00 1.25	1.00 1.00	1.00 1.25	1.00 1.00
<b>Total Full-Time Equivalents (FTEs)</b>	<b>10.25</b>	<b>6.00</b>	<b>10.25</b>	<b>7.00</b>	<b>10.25</b>	<b>8.00</b>



**FY16 & FY17 FINAL OPERATING BUDGET  
 Authorized and Funded Personnel - Full Time Equivalent (FTE)  
 Human Resources - 1400**

Position Title	Authorized FY 16 June 2014	Funded FY 16 June 2014	Authorized Revised FY 16 June 2015	Funded Revised FY 16 June 2015	Authorized Final FY 17	Funded Final FY 17
Human Resources Manager	1.00	1.00	1.00	1.00	1.00	1.00
Asst Human Resources Manager	1.00	1.00	1.00	1.00	1.00	1.00
Personnel Technician	1.00	1.00	0.00	0.00	0.00	0.00
Human Resources Generalist	0.00	0.00	1.00	1.00	1.00	1.00
Benefits Administrator	1.00	1.00	1.00	1.00	1.00	1.00
Human Resources Specialist	1.00	0.00	1.00	0.00	1.00	0.00
Human Resources Clerk	1.00	1.00	1.00	1.00	1.00	1.00
<b>Total Full-Time Equivalents (FTEs)</b>	<b>6.00</b>	<b>5.00</b>	<b>6.00</b>	<b>5.00</b>	<b>6.00</b>	<b>5.00</b>

**FY16 & FY17 FINAL OPERATING BUDGET  
 Authorized and Funded Personnel - Full Time Equivalent (FTE)  
 Information Technology - 1500**

Position Title	Authorized FY 16 June 2014	Funded FY 16 June 2014	Authorized Revised FY 16 June 2015	Funded Revised FY 16 June 2015	Authorized Final FY 17	Funded Final FY 17
Information Technology/Project Manager	1.00	1.00	0.00	0.00	0.00	0.00
Information Technology Manager	0.00	0.00	1.00	1.00	1.00	1.00
Asst Manager of Information Technology	1.00	1.00	1.00	1.00	1.00	1.00
Sr. Database Administrator	1.00	1.00	1.00	1.00	1.00	1.00
Database Administrator	0.00	0.00	1.00	0.00	1.00	0.00
Systems Administrator/Sr	1.00	0.00	1.00	0.00	1.00	0.00
IT Technician/Sr IT Tech	2.00	2.00	2.00	2.00	2.00	2.00
<b>Total Full-Time Equivalents (FTEs)</b>	<b>6.00</b>	<b>5.00</b>	<b>7.00</b>	<b>5.00</b>	<b>7.00</b>	<b>5.00</b>

**FY16 & FY17 FINAL OPERATING BUDGET**  
**Authorized and Funded Personnel - Full Time Equivalent (FTE)**  
**Planning, Grants, Governmental Affairs - 1600**

Position Title	Authorized	Funded	Authorized Revised	Funded Revised	Authorized	Funded
	FY 16 June 2014	FY 16 June 2014	FY 16 June 2015	FY 16 June 2015	Final FY 17	Final FY 17
Planning and Development Manager	0.00	0.00	1.00	1.00	1.00	1.00
Grants/Legislative Analyst *	0.00	0.00	2.00	1.00	2.00	1.00
Transportation Planning Supervisor *	0.00	0.00	1.00	0.00	1.00	0.00
Jr. Transportation Planner *	0.00	0.00	1.00	1.00	1.00	1.00
Sr. Transportation Planner *	0.00	0.00	1.00	1.00	1.00	1.00
Transit Surveyor *	0.00	0.00	1.00	0.50	1.00	0.50
Schedule Analyst *	0.00	0.00	2.00	2.00	2.00	2.00
<b>Total Full-Time Equivalents (FTEs)</b>	<b>0.00</b>	<b>0.00</b>	<b>9.00</b>	<b>6.50</b>	<b>9.00</b>	<b>6.50</b>

\* Positions are transferred from Administration Department.

FY16 & FY17 FINAL OPERATING BUDGET  
 Authorized and Funded Personnel - Full Time Equivalent (FTE)  
 District Counsel - 1700

Position Title	Authorized FY 16 June 2014	Funded FY 16 June 2014	Authorized Revised FY 16 June 2015	Funded Revised FY 16 June 2015	Authorized Final FY 17	Funded Final FY 17
District Counsel	1.00	1.00	1.00	1.00	1.00	1.00
Paralegal	2.00	2.00	1.00	1.00	1.00	1.00
Administrative Assistant	0.00	0.00	1.00	1.00	1.00	1.00
<b>Total Full-Time Equivalents (FTEs)</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>

FY16 & FY17 FINAL OPERATING BUDGET  
 Authorized and Funded Personnel - Full Time Equivalent (FTE)  
 Risk Management - 1800

Position Title	Authorized FY 16 June 2014	Funded FY 16 June 2014	Authorized Revised FY 16 June 2015	Funded Revised FY 16 June 2015	Authorized Final FY 17	Funded Final FY 17
Claims Investigator I	1.00	1.00	0.00	0.00	0.00	0.00
Claims Investigator II	1.00	0.00	1.00	0.00	1.00	0.00
Safety Specialist	0.00	0.00	1.00	1.00	1.00	1.00
Safety, Security and Risk Manager	1.00	1.00	1.00	1.00	1.00	1.00
<b>Total Full-Time Equivalents (FTEs)</b>	<b>3.00</b>	<b>2.00</b>	<b>3.00</b>	<b>2.00</b>	<b>3.00</b>	<b>2.00</b>

FY16 & FY17 FINAL OPERATING BUDGET  
 Authorized and Funded Personnel - Full Time Equivalent (FTE)  
 Purchasing - 1900

Position Title	Authorized FY 16 June 2014	Funded FY 16 June 2014	Authorized Revised FY 16 June 2015	Funded Revised FY 16 June 2015	Authorized Final FY 17	Funded Final FY 17
Purchasing Manager	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00
Purchasing Agent	0.00	0.00	0.00	0.00	0.00	0.00
Purchasing Assistant	1.00	1.00	1.00	1.00	1.00	1.00
Supervisor of Parts & Materials	1.00	1.00	1.00	1.00	1.00	1.00
FM Lead Parts Clerk	1.00	1.00	1.00	1.00	1.00	1.00
Parts Clerk	1.00	1.00	1.00	1.00	1.00	1.00
Receiving Parts Clerk	1.00	1.00	1.00	1.00	1.00	1.00
Admin Clerk I	0.00	0.00	1.00	1.00	1.00	1.00
<b>Total Full-Time Equivalents (FTEs)</b>	<b>7.00</b>	<b>7.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>

FY16 & FY17 FINAL OPERATING BUDGET  
 Authorized and Funded Personnel - Full Time Equivalent (FTE)  
 Facilities Maintenance - 2200

Position Title	Authorized FY 16 June 2014	Funded FY 16 June 2014	Authorized Revised FY 16 June 2015	Funded Revised FY 16 June 2015	Authorized Final FY 17	Funded Final FY 17
Facilities Maintenance Manager	1.00	0.00	1.00	0.00	1.00	0.00
Facilities Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Sr. Facilities Maint Worker	0.00	0.00	1.00	1.00	1.00	1.00
Admin Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Facilities Maint Worker II	7.00	7.00	7.00	6.00	7.00	6.00
Facilities Maint Worker I	2.00	0.00	2.00	1.00	2.00	1.00
Lead Custodian	1.00	1.00	1.00	1.00	1.00	1.00
Custodial Service Worker I	5.00	5.00	6.00	6.00	6.00	6.00
Administrative Assistant	1.00	0.00	1.00	0.00	1.00	0.00
<b>Total Full-Time Equivalents (FTEs)</b>	<b>19.00</b>	<b>15.00</b>	<b>21.00</b>	<b>17.00</b>	<b>21.00</b>	<b>17.00</b>

FY16 & FY17 FINAL OPERATING BUDGET  
 Authorized and Funded Personnel - Full Time Equivalent (FTE)  
 Paratransit - 3100

Position Title	Authorized FY 16 June 2014	Funded FY 16 June 2014	Authorized Revised FY 16 June 2015	Funded Revised FY 16 June 2015	Authorized Final FY 17	Funded Final FY 17
Paratransit Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
Assistant Paratransit Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
Accessible Services Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
Paratransit Eligibility Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
Reservation & Scheduling Coord	1.00	0.00	1.00	0.00	1.00	0.00
Safety/Road Response Coord	1.00	0.00	1.00	0.00	1.00	0.00
Dispatcher/Scheduler	3.00	3.00	3.00	3.00	3.00	3.00
Dispatcher	5.00	4.00	5.00	4.00	5.00	4.00
Clerk I-II-III	2.00	2.00	2.00	1.00	2.00	1.00
Van Operator	34.00	34.00	34.00	30.00	34.00	30.00
Reservationist	7.00	5.00	7.00	6.00	7.00	6.00
Mechanic I-II	2.00	0.00	2.00	0.00	2.00	0.00
Paratransit Supervisor	2.00	2.00	2.00	2.00	2.00	2.00
<b>Total Full-Time Equivalents (FTEs)</b>	<b>61.00</b>	<b>54.00</b>	<b>61.00</b>	<b>50.00</b>	<b>61.00</b>	<b>50.00</b>



**FY16 & FY17 FINAL OPERATING BUDGET  
Authorized and Funded Personnel - Full Time Equivalent (FTE)  
Operations - 3200**

Position Title	Authorized FY 16 June 2014	Funded FY 16 June 2014	Authorized Revised FY 16 June 2015	Funded Revised FY 16 June 2015	Authorized Final FY 17	Funded Final FY 17
Operations Manager	1.00	1.00	0.00	0.00	0.00	0.00
Assistant Superintendent	0.00	0.00	1.00	1.00	1.00	1.00
Fixed Route Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
Transit Supervisor	14.00	11.00	14.00	11.00	14.00	11.00
Assistant Safety Coordinator	0.00	0.00	1.00	1.00	1.00	1.00
Safety & Training Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
Admin Assistant/Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Clerk I	0.00	0.00	0.00	0.00	0.00	0.00
Payroll Specialist	1.00	1.00	1.00	1.00	1.00	1.00
<b>Total Full-Time Equivalents (FTEs)</b>	<b>20.00</b>	<b>17.00</b>	<b>21.00</b>	<b>18.00</b>	<b>21.00</b>	<b>18.00</b>

\* Two Schedule Analyst positions are transferred from Operations to Administration in FY15 and FY16.

**FY16 & FY17 FINAL OPERATING BUDGET**  
**Authorized and Funded Personnel - Full Time Equivalent (FTE)**  
**Bus Operators - 3300**

Position Title	Authorized FY 16 June 2014	Funded FY 16 June 2014	Authorized Revised FY 16 June 2015	Funded Revised FY 16 June 2015	Authorized Final FY 17	Funded Final FY 17
Bus Operators	182.00	164.00	171.00	163.00	171.00	163.00
<b>Total Full-Time Equivalents (FTEs)</b>	<b>182.00</b>	<b>164.00</b>	<b>171.00</b>	<b>163.00</b>	<b>171.00</b>	<b>163.00</b>

**FY16 & FY17 FINAL OPERATING BUDGET  
Authorized and Funded Personnel - Full Time Equivalent (FTE)  
Fleet Maintenance - 4100**

Position Title	Authorized		Funded		Authorized Revised		Funded Revised		Authorized		Funded	
	FY 16 June 2014	FY 16 June 2014	FY 16 June 2014	FY 16 June 2014	FY 16 June 2015	FY 16 June 2015	FY 16 June 2015	FY 16 June 2015	Final FY 17	Final FY 17	Final FY 17	Final FY 17
Maintenance Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Fleet Maint Supervisor	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
FM Lead Mechanic	6.00	4.00	4.00	4.00	6.00	4.00	4.00	4.00	6.00	4.00	4.00	4.00
FM Mechanic III	4.00	1.00	1.00	1.00	4.00	2.00	2.00	2.00	4.00	2.00	2.00	2.00
FM Mechanic I - II	18.00	18.00	18.00	18.00	18.00	17.00	17.00	17.00	18.00	17.00	17.00	17.00
Body Repair Mechanic	1.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00
Upholsterer I - II	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Admin Assistant/Supervisor	1.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00
Admin Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Accounting Tech/Sr Acctng Tech	2.00	0.00	0.00	0.00	2.00	0.00	0.00	0.00	2.00	0.00	0.00	0.00
Administrative Clerk I	1.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00
Vehicle Service Technician	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Vehicle Service Detailer	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Vehicle Service Worker I - II *	16.00	11.00	11.00	11.00	12.00	7.00	7.00	7.00	12.00	7.00	7.00	7.00
Electronic Technician	0.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00
<b>Total Full-Time Equivalents (FTEs)</b>	<b>59.00</b>	<b>44.00</b>	<b>44.00</b>	<b>44.00</b>	<b>56.00</b>	<b>40.00</b>	<b>40.00</b>	<b>40.00</b>	<b>56.00</b>	<b>40.00</b>	<b>40.00</b>	<b>40.00</b>

\* Expenses for 4 FTEs (Vehicle Service Worker I - II) will be incurred in Capital Funded Labor , in order to facilitate financial/grant reporting.

**FY16 & FY17 FINAL OPERATING BUDGET  
 Authorized and Funded Personnel - Full Time Equivalent (FTE)  
 Capital Funded Labor - 5100**

Position Title	Authorized FY 16 June 2014	Funded FY 16 June 2014	Authorized Revised FY 16 June 2015	Funded Revised FY 16 June 2015
Project Manager	0.50	0.50	0.00	0.00
Admin Specialist	1.00	1.00	0.00	0.00
*Vehicle Service Worker I - II	4.00	4.00	2.00	2.00
<b>Total Full-Time Equivalents (FTEs)</b>	<b>5.50</b>	<b>5.50</b>	<b>2.00</b>	<b>2.00</b>

\* 4 VSWs funded for 6 months in FY16

# Attachment G

## BOARD MEMBER TRAVEL

**FY16**

### American Public Transportation Association (APTA) Meetings

Legislative Conference  
March 2016  
Washington, DC  
Two Board Members

Annual Conference  
October 2015  
San Francisco, CA  
Two Board Members

### California Transit Association (CTA) Meetings

Annual Meeting  
November 2015  
Pasadena, CA  
One Board Member

Legislative Conference  
Spring 2016  
One Board Member

### Additional Travel

Meetings with legislators and government officials in Washington, D.C., San Francisco and Sacramento, as approved by the Chair of the Board.

Expenses related to Board members meeting with CEO/General Manager and staff.

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# Attachment H

## EMPLOYEE INCENTIVE PROGRAM FY16

EVENT/ACTIVITY	# EMP	RATE	FY16	FY17	DEPT/ACCOUNT
District Service Awards			\$ 9,400	\$ 9,400	1100-509101
Employee Picnic & Holiday Party			\$ 10,000	\$ 10,000	1100-509101
Certificates of Appreciation			\$ 700	\$ 700	1100-509101
Safe Driver Pins and Certificates			\$ 200	\$ 200	3300-509101
Employee Incentive Program			\$ -	\$ -	1100-509101
Departmental Programs					
<b><u>Administrative Facility (110 Vernon)</u></b>					
Employee Recognition/Appreciation Events		\$ -	\$ -	\$ -	1200-509101
<b><u>Customer Service (Metro Center)</u></b>					
Employee Recognition/Appreciation Events		\$ -	\$ -	\$ -	1300-509101
<b><u>Facilities Maintenance</u></b>					
Employee Recognition/Appreciation Events		\$ -	\$ -	\$ -	2200-509101
<b><u>ParaCruz</u></b>					
Employee Recognition/Appreciation Events		\$ -	\$ -	\$ -	3100-509101
<b><u>Operations</u></b>					
Employee Recognition/Appreciation Events and Shift Bid Refreshments		\$ -	\$ -	\$ -	3200-509101
<b><u>Fleet Maintenance</u></b>					
Employee Recognition/Appreciation Events and Shift Bid Refreshments		\$ -	\$ -	\$ -	4100-509101
<b>TOTALS</b>			\$ 20,300	\$ 20,300	

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# **FY16 & FY17 Operating Budget and FY16 Capital Budget**

Santa Cruz METRO Board of Directors

*June 26, 2015*

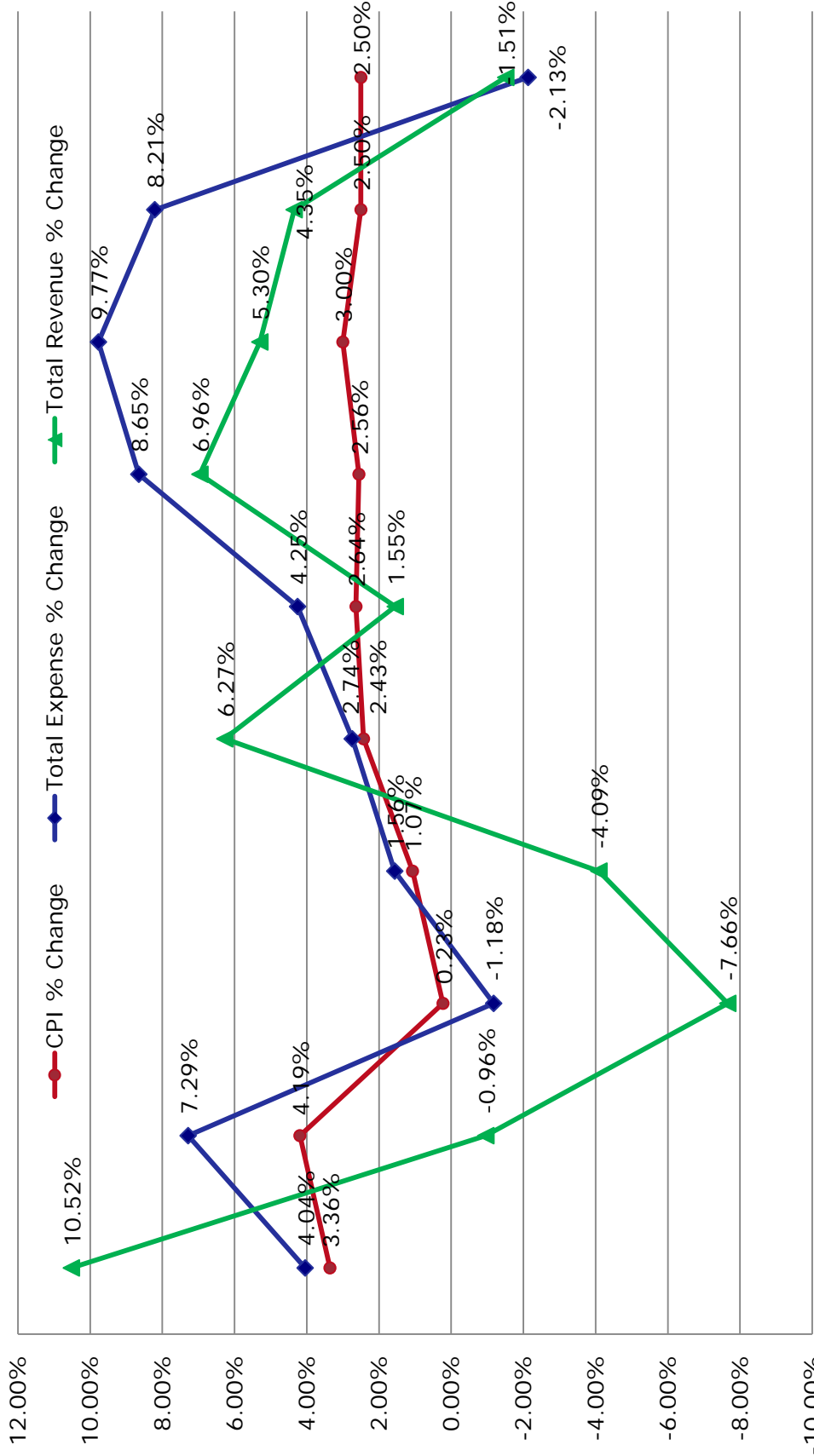
Angela Aitken, Finance Manager

# Overview of Today's Presentation

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- **Total Rev and Exp % change vs. CPI % Change**
- **FY16 & FY17 Operating Budget Changes**
  - May 22, 2015 to June 26, 2015
- **FY16 Capital Budget Changes**
  - May 22, 2015 to June 26, 2015
- **Projected Reserve Balances**
  - As of June 30, 2015 (estimate)
  - As of June 30, 2016 (estimate)
  - As of June 30, 2017 (estimate)
- **FY16 & FY17 Non-Controllable Budget Risks**

# Total Revenue\* and Expense % Change vs. CPI % Change



\* Total Revenue does not include STA, STIC and Reserves.

6/26/2015



## Operating Budget Changes May 22, 2015 to June 26, 2015

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- FY16 & FY17 Operating Revenues
  - Increased Reserves used in both years
  - Low Carbon Transit Operations Program (LCTOP) funding was added for a Watsonville Customer Service position and in the FY16 Capital budget for the Watsonville Transit Center Customer Service Booth Remodel
    - Our application is in jeopardy of not being accepted
    - Staff is working with our State Legislative advocate to try to resolve the situation
    - Worth \$182K each year

# Operating Budget Changes May 22, 2015 to June 26, 2015

## FY16 & FY17 Operating Expenses

- Unfunded Fleet Maintenance Mechanic II/Funded Electronic Technician
- Funded one additional Reservationist in Paratransit
- Funded Accessible Services Coordinator full time
- Reduced overtime for non-driver positions in Paratransit
- Wage increase for Safety, Security and Risk Manager
- Increased overtime costs associated with runtime calibration for Fixed Route Bus Operators
- Funded Engineering Service in FY16
- Adjusted Security Services in Risk Management to FY14 actuals
- Increased Sales Tax Admin Fees

# Capital Budget Changes May 22, 2015 to June 26, 2015

## FY16 Capital Projects:

- Adjust MetroBase Project – Judy K Souza Operations Bldg
  - Reduce funding sources to the current estimated amount remaining as funds are drawn down
  - Add Prop 1B CTSGP CalOES funds per revised life-of-project budget as of 05/08/15
- Carryover Upgrade L/CNG Facility
  - Move funds from FY15 to FY16
- Add WTC Renovations and Repairs (Paint Tower)
  - Use of Reserve funds
- Mid-Life Bus Engine Overhauls Campaign
  - Change type of funding from Reserve funds to FTA 5339 (Bus and Bus Facilities) funds
- Bus Repaint Campaign (approx 12 per year)
  - Change type of funding from Reserve funds to FTA 5339 funds



# Capital Budget Changes May 22, 2015 to June 26, 2015

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## FY16 Capital Projects (cont):

- Add 1 Paratransit Vehicle
  - New FTA 5310 (Enhanced Mobility of Seniors and Individuals with Disabilities Program) Grant Awarded
- Carryover Office Furniture Ergonomic & Distressed Furniture
  - Move funds from FY15 to FY16
- Carryover Replace 2 Photocopier/Scanners
  - Move funds from FY15 to FY16 to augment above Office Furniture Ergonomic & Distressed Furniture project
- WTC Police Substation - Workstation
  - Change type of funding from FTA 5339 (Bus and Bus Facilities) funds to Reserve funds

# Operating Reserves as of 06/30/2015 (estimate)

Target: \$3.3M



**\$1.2M Deficient**

Target: \$710K



Fully Funded

Target: \$7.0M



**\$4.5M Deficient**

Target: \$3.0M



Fully Funded



No Minimum Balance



# Operating Reserves as of 06/30/2016 (estimate)

Target: \$3.3M



**\$1.2M Deficient**

Target: \$710K



**Fully Funded**

Target: \$7.0M



**\$5.1 Deficient**

Target: \$3.0M



**Fully Funded**



**No Minimum Balance**



# Operating Reserves as of 06/30/2017 (estimate)

Target: \$3.3M



**\$1.2M Deficient**

Target: \$710K



**Fully Funded**

Target: \$3.0M



**\$3.0M Deficient**

Target: \$7.0M



**\$7.0M Deficient**



**No Minimum Balance**



# FY16 & FY17 Non-Controllable Budget Risks

13J.11



# FY16 & FY17 Non-Controllable Budget Risks

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- Revenues
  - Passenger Fares
  - Paratransit Fares
  - STA
    - Use of funding in operating budget
  - Cap & Trade funding
    - Sustainable?, long term?, possible increase?
  - Alternative Fuel Tax Credit
    - Must be renewed every year; historically been significantly delayed
  - Federal FTA 5307, STIC, 5311
    - Subject to reauthorization
  - Sales Tax
    - Consumer spending may stall
  - PEPR
    - Potential impacts to Cash Flow (DOT Challenge)

# FY16 & FY17 Non-Controllable Budget Risks

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- Expenses
  - CNG Engine Failures
  - Fuel Costs
  - Workers Comp Insurance
  - Medical Insurance
    - Final costs come out in January
  - Contract renewals and rebids
    - Costs could come in higher than budgeted
  - Settlement Costs
    - Costs could come in higher than previous years
  - Utility, Maintenance and Insurance for New Ops Building
    - No History
    - Unable to get estimates until building is completed Fall of 2015

## FY16 Budget

---

- **Operating Budget - \$49,594,699**
  - Lowest year-over-year growth in over 10 years
    - FY09 Actuals: -1.18%
    - FY15 vs Revised FY16: -2.13%
  - Year-over-year growth less than estimated CPI
    - Estimated CPI growth: 2.5%
    - FY15 vs Revised FY16: -2.13%
  - FY16 Operating Budget based on FY14 Actuals, and adding changes in labor and fringe expenses
    - FY14 Actuals: \$44,786,254
    - Revised FY16: \$49,594,699



# Questions

13J.15



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**DATE:** June 26, 2015  
**TO:** Board of Directors  
**FROM:** Andrew Kreck, Project Manager

**SUBJECT: CONSIDERATION OF METROBASE MONTHLY CHANGE REPORT**

**I. RECOMMENDED ACTION**

**That the Board of Directors accept and file the MetroBase Monthly Change Report**

**II. DISCUSSION/BACKGROUND**

The Santa Cruz Metropolitan Transit District (METRO) has a contract with Lewis C. Nelson and Sons, Inc. for the construction of the Judy K. Souza Operations Building.

Per the Board’s request, the Project Manager is to provide a monthly summary of change orders. Since the report to the Board on May 8, 2015, the following Change Orders have been executed.

Change Order #	Description	Increase in Contract Time	Increase in Contract Amount
<b>023</b>	Stair Gate		\$4,446.00
<b>027</b>	Security Camera Conduits	Deferred Time	\$55,616.00
<b>028</b>	Future Car Charging Conduits	Deferred Time	\$21,399.00
<b>018</b>	Aluminum Brake Metal	Deferred Time	\$28,280.50
<b>020</b>	Relocate Firewall - Door Louvers and FSDs	Deferred Time	-\$803.00
<b>022</b>	Elevator Penthouse	Deferred Time	\$23,870.00
<b>025</b>	Illuminated Handrail	Deferred Time	\$21,668.00
<b>026</b>	Plumbing Changes	Deferred Time	\$6,740.00
<b>029</b>	Contaminated Soil Abatement	Deferred Time	\$32,011.00
<b>030</b>	HVAC Revisions - Split System	Deferred Time	\$14,385.00
<b>035</b>	Provide Cut Metal Letters	Deferred Time	\$19,467.00
<b>040</b>	Added Motor Operated Solar Shades	Deferred Time	\$20,199.00
<b>043</b>	PG&E Gas and Electric Substructures	Deferred Time	\$2,499.00
<b>051</b>	Delete Fixture Type DD at Transformer Enc.	Deferred Time	-\$905.00
<b>052</b>	Relocate Fixture Type WE	Deferred Time	\$352.00

**III. FINANCIAL CONSIDERATIONS/IMPACT**

See attached.


**IV. ATTACHMENTS**

**Attachment A:** Executed Change Orders Table

Prepared by: Andrew Kreck, Project Manager

V. APPROVALS:

Andrew Kreck, Project Manager

 CHARLES YATES  
For:  
ANDY KRECK

Approved as to form:  
Leslyn K. Syren, District Counsel



Approved as to fiscal impact:  
Angela Aitken, Finance Manager

AKLOW FOR AA

Alex Clifford, CEO/General Manager



# Attachment A

## Executed Change Orders

Contract No. 12-23

Original Contract Amount: **\$13,572,000.00**  
Original Contract Time (Days): **668**

Revised Contract Amount: **\$14,387,168.18**  
Revised Contract Time (Days): **779**

No.	Effective Date	Description	Increase in Contract Amount	Increase in Contract Time (in Days)	Approved By
001	5/16/13	Site improvements at 135 Dubois	\$ 200,586.00	-0-	Board/Les White
002	6/4/13	Extend completion date by 49 days	\$ -	49	Board/Les White
003	6/4/13	Additional site improvements at 135 Dubois	\$ 36,369.00	-0-	Les White
004	6/4/13	Demolish concrete sound wall; Provide Pile Driving Notification	\$ 17,297.00	-0-	Les White
005	6/4/13	Demolish CPU planter wall, trees, shrubs, and chain link fencing	\$ 8,905.00	-0-	Les White
006	7/25/13	Expose tops of overdriven piles	\$ 2,324.00	-0-	Les White
007	8/7/13	Cut off prestressed concrete piles 54 ft. long or less	\$ 50,000.00	-0-	Les White
007 S1	4/21/15	Cut off prestressed concrete piles 54 ft. long or less	\$ -	16	Board/Alex Clifford
008	9/26/13	Cut off prestressed concrete piles longer than 54 ft. to achieve correct elevation	\$ 26,000.00	-0-	Les White
009	9/26/13	Provide labor, equipment, and materials to modify pile caps	\$ 18,994.00	-0-	Les White
010	9/15/14	Fire Service Backflow Preventor (FD #17)	\$ 10,621.00	-0-	Alex Clifford
011	2/25/14	Weather & Misc. Delay	\$ -	13	Board/Alex Clifford
012	11/20/14	Differing site condition encountered during parking lot demolition.	\$ 49,777.00	-0-	Alex Clifford
013	11/20/14	Modification of parking deck storm drain piping at grid lines E/1 on ground floor	\$ 1,920.00	-0-	Alex Clifford
014	3/17/15	Add battery backups/delete over head coils	\$ -	-0-	Alex Clifford
015	12/8/14	Partnering sessions (METRO's one half share of cost)	\$ 10,000.00	-0-	Alex Clifford
016	1/6/15	Furnishing and installing of epoxy-coated rebar dowels	\$ 3,798.68	-0-	Alex Clifford

# Attachment A

No.	Effective Date	Description	Increase in Contract Amount	Increase in Contract Time (in Days)	Approved By
017	1/14/15	Additional vehicular PCC pavement	\$ 15,182.00	-0-	Alex Clifford
018	6/16/15	Aluminum Brake Metal	\$ 28,280.50	Deferred	Ciro Aguirre
020	6/16/15	Relocate Firewall - Door Louvers and FSDs	\$ (803.00)	Deferred	Ciro Aguirre
022	6/16/15	Elevator Penthouse	\$ 23,870.00	Deferred	Ciro Aguirre
023	5/4/15	Stair Gate	\$ 4,446.00	-0-	Alex Clifford
025	6/16/15	Illuminated Handrail	\$ 21,668.00	Deferred	Ciro Aguirre
026	6/16/15	Plumbing Changes	\$ 6,740.00	Deferred	Ciro Aguirre
027	6/8/15	Security Camera Conduits	\$ 55,616.00	Deferred	Alex Clifford
028	6/8/15	Future Car Charging Conduits	\$ 21,399.00	Deferred	Alex Clifford
029	6/16/15	Contaminated Soil Abatement	\$ 32,011.00	Deferred	Ciro Aguirre
030	6/16/15	HVAC Revisions - Split System	\$ 14,385.00	Deferred	Ciro Aguirre
031	3/17/15	Pile Redesign	\$ 62,942.00	12	Board/Alex Clifford
032	3/17/15	Pile Cap Redesign	\$ 31,717.00	21	Board/Alex Clifford
033	3/17/15	Additional Sitework	\$ 12,799.00	-0-	Alex Clifford
035	6/16/15	Provide Cut Metal Letters	\$ 19,467.00	Deferred	Ciro Aguirre
036	4/8/15	Dwarf Wall & 6 Inch Sill Curb	\$ 6,712.00	-0-	Alex Clifford
040	6/16/15	Added Motor Operated Solar Shades	\$ 20,199.00	Deferred	Ciro Aguirre
043	6/16/15	PG&E Gas and Electric Substructures	\$ 2,499.00	Deferred	Ciro Aguirre
051	6/16/15	Delete Fixture Type DD at Transformer Enc.	\$ (905.00)	Deferred	Ciro Aguirre
052	6/16/15	Relocate Fixture Type WE	\$ 352.00	Deferred	Ciro Aguirre

**Totals:     \$ 815,168.18     111**



**DATE:** June 26, 2015  
**TO:** Board of Directors  
**FROM:** Thomas Hiltner, Acting Planning & Dev. Manager  
**SUBJECT: RECEIVE A PRESENTATION ON THE STATUS OF PACIFIC STATION REDESIGN**

## **I. RECOMMENDED ACTION**

**That the Board of Directors receive a status update on the redesign of Pacific Station. No Action is required.**

## **II. SUMMARY**

- Santa Cruz Metropolitan Transit District (METRO) is working in partnership with the City of Santa Cruz Economic development Department to redevelop Pacific Station.
- Group 4 Architecture Research + Planning (Group 4) has been working under contract to METRO for two years on conceptual redesign leading to reconstruction of Pacific Station.
- The Board amended Group 4's contract in January 2015 to enable participation in a design charrette with Devcon Investments, LLC / LHH Partners, LLC (Devcon), to explore benefits of an expanded, coordinated redevelopment extending from Pacific Station to Laurel Street.
- After the February charrette, METRO directed Group 4 continue collaborative efforts with Devcon for 60 days at no net contract cost.
- The "60 Day" collaboration produced many new conceptual designs from which one emerged as a superior alternative to other concepts.
- Group 4 presented the new design concepts to the Board's Pacific Station Ad Hoc committee on 6/8/15.
- Staff recommends that the Board receive a presentation on the new concepts and subsequent work Group 4 performed in the last two weeks according to the direction given by the Ad Hoc committee. No action is required.

## **III. DISCUSSION/BACKGROUND**

METRO has been working in partnership with the City of Santa Cruz (City) since 2000 to redevelop Pacific Station, also known as Metro Center. The Board contracted with Group 4 Architecture, Research + Planning (Group 4) on 6/28/13 to develop alternative conceptual designs for Pacific Station. Over the last two years, the general public, many stakeholders and the Board provided substantial input leading to selection of a seven-story, mixed-use project on an expanded site as the preferred redevelopment concept. Group 4 completed a conceptual design of this alternative, "Option 1," in October 2014.

During this same period, Devcon Investments, LLC / LHH Partners, LLC (Devcon) had been planning for a mixed-use project on approximately 2 acres extending northward from Laurel Street to Pacific Station between Front Street and Pacific Avenue. After several conversations, METRO, the City and Devcon realized that coordinating the developments could produce a superior urban design, cost savings and construction staging advantages which would benefit both projects and the three participants. In January 2015, the Board authorized additional funds for Group 4 to join a design charrette with the architects and planners from METRO, Devcon and the City.

The design charrette produced features that merited further analysis. Group 4 redistributed savings from unused services and reimbursable allowances in order to engage with Devcon for 60 days to synthesize realistic designs which actualized the conceptual benefits of a joint development.

A preferred joint-development alternative emerged from the 60-day exploration. This alternative incorporates unique design features to create significant advantage over stacking all uses in a single building as depicted in Option 1. These features are illustrated as “Option 2” in today’s presentation. Option 2 includes “fallback” alternatives which would serve METRO’s Pacific Station redevelopment objectives should the partnership, funding or right-of-way acquisition by Devcon, the City or METRO prove infeasible.

Option 2 offers significant transit operating advantages. Three of 20 required bus berths are removed from Front Street, a feature which the City Public Works Department found objectionable in Option 1. It resolves the inherent conflict between automobiles and bus traffic by separating the bus aprons and parking deck driveways, and it facilitates better passenger access to the boarding platforms by activating Maple Alley as a pedestrian “paseo” along the southern boundary of the operating tarmac. In addition, Option 2 achieves cost savings by using more economical construction types than the more rigid, vibration damping construction type required to stack housing over a parking deck over the operating tarmac in Option 1.

Staff recommends that the Board receive the presentation. Group 4 and staff are available to answer questions.

#### **IV. FINANCIAL CONSIDERATIONS/IMPACT**

Receiving today’s presentation has no financial implications.



**V. ALTERNATIVES CONSIDERED**

- Do not receive a presentation on Pacific Station redesign. Staff does not recommend this alternative because the presentation offers useful information for making a decision on the Group 4 contract amendment which the Board will be considering today.

**VI. ATTACHMENTS**

**Attachment A:** Pacific Station Presentation

**VII. APPROVALS:**

Thomas Hiltner, Acting Planning  
and Development Manager



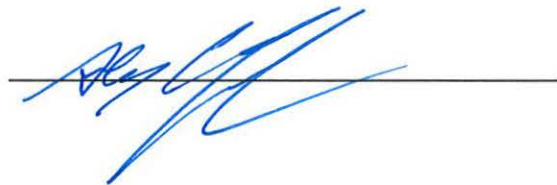
Approved as to form:  
Leslyn K. Syren, District Counsel



Approved as to fiscal impact:  
Angela Aitken, Finance Manager

none disclosed for AA

Alex Clifford, CEO/General Manager



# Attachment A



**Santa Cruz METRO**  
**City of Santa Cruz**

## **Pacific Station Design**

**METRO Board Presentation**  
06.26.2015



**Santa Cruz METRO**  
**City of Santa Cruz**

## **Pacific Station Design**

**City Council Presentation**  
06.23.2015



## Attachment A

## Ad Hoc Committee Interests under a Public-Private Partnership (PPP)

*For review, modification and concurrence at the 3/4/15 Ad-hoc Committee Meeting*

### Ad Hoc Committee Interests under a Public – Private Partnership

- METRO's operational needs are paramount.
- METRO needs bus berths to accommodate at least 20 buses.
- Bus access to both Front Street and Pacific Avenue is needed.
- Ancillary land use such as parking does not compromise efficient bus operations.
- METRO prefers to not directly perform the construction.
- The facility must be owned, not leased.
- Positive monthly cash flow to METRO is preferred.
- METRO air rights have value.
- METRO's cost of the project must minimize METRO's contribution and reliance upon unknown grant potential.
- Must be a Transit Oriented Development regardless of land use
- Partnership with the City to include public parking spaces as long as doing so does not negatively impact the economics of the project
- Any public-private partnership must comply with FTA regulations on Joint Development and Public-Private Partnerships, including the requirement for METRO to receive a fair share of project revenue.



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PACIFIC STATION DESIGN

## Operational Goals for a Renewed Pacific Station



- Customer friendly and safe facility
- Functional operations
- Meet needs of today and flexible for future
- Attractive and well lit
- Environmentally friendly



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PACIFIC STATION DESIGN

# Attachment A

## Current Pacific Station

Significant safety, accessibility and convenience shortcomings



- Safety: Non-alignment of busses to berths, causing tripping hazards
- Safety: Pedestrian crossing paths not logical – conflict with buses
- Safety: All bus routes must cross Pacific Avenue – conflict with pedestrians
- Safety: Buses need to back-up to exit berths or U-turn for special events and Pacific Ave closing.
- Accessibility & Convenience: Many buses depart from and arrive at different berths.
- Place: Lack of retail on Pacific Ave.
- Place: Large driveways on Pacific Ave.

**Current capacity:**

- Independent Berths: 10 berths + 5 fleeting berths
- Layover: 11 spaces
- Non-revenue spaces: 10 spaces



## OPTION 1 – Expanded Site

Improved safety and convenience – Increased capacity of flex berth –layover spaces



- + Safety: Better alignment of busses to berths, reduced tripping hazards
- + Safety: Improved pedestrian flows on raised crossing tables
- + Safety: Flexible bus flows, all routes can enter-exit on Front or Pacific. Fewer bus crossings of Pacific needed
- + Safety: No buses need to back up
- + Accessibility & Convenience: All buses able to depart and arrive at designated berths.
- + Place: More retail frontage,
- + Place: Fewer driveways on Pacific Ave.

**Option 1 capacity:**

- Independent Berths on site: 17 berths (potential for 3 berths on Front Street)
- Layover: included above
- Non-revenue spaces: upper floor



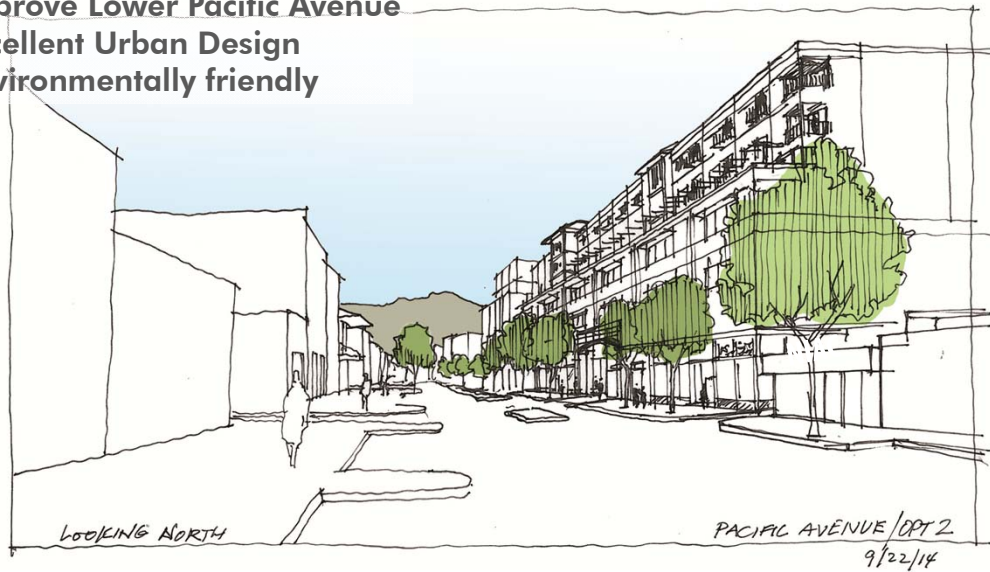


# Attachment A

## Pacific Station: Unique location in heart of Santa Cruz Downtown

### Goals

- Improve Lower Pacific Avenue
- Excellent Urban Design
- Environmentally friendly



## Mixed use development above transit has been chosen for stations on high value sites



Rochester NY  
RGTA Bus Terminal  
Bus / Retail



Silver Spring MD  
Silver Spring Library  
Trolley Bus / Retail /  
Library



Kent OH  
Kent Central Gateway  
Bus / Retail / Parking



# Attachment A

## “60 Day” Expanded Transit Village Exploration

- Charrette 2/17
- Six Partner meetings with METRO, City, Devcon/Lawlor team: 4/16, 4/27, 5/4, 5/11, 5/18, 5/28
- Each partner contributed to process
- Goals:
  - Improve METRO operations
  - Maximize City program goals
  - Coordinate with private development
  - Lower costs



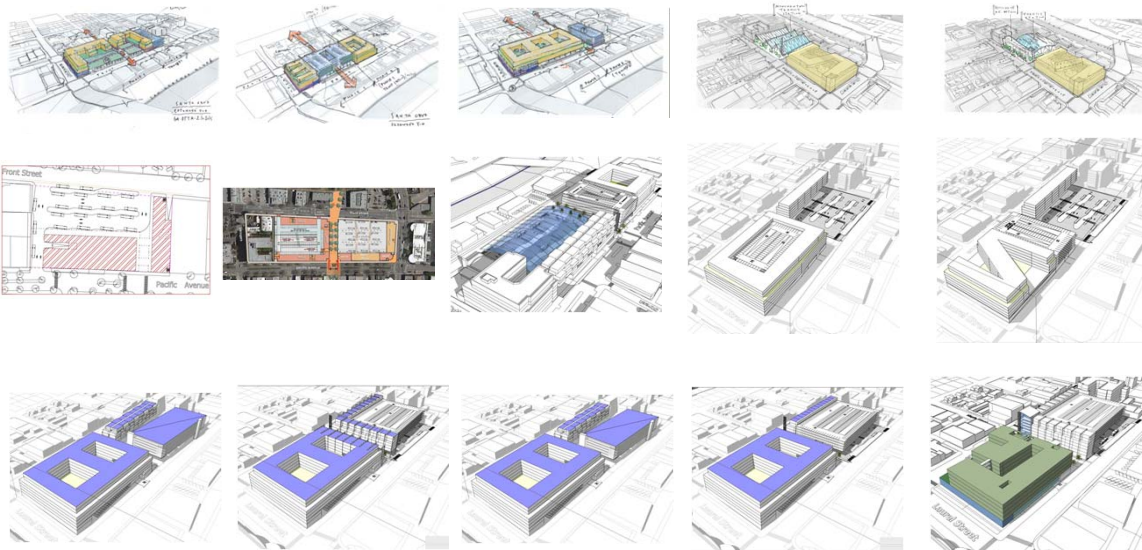
Paseo Concept developed from 2/17 Charrette



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SANTA CRUZ METRO PACIFIC STATION

## Explored a wide range of options



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SANTA CRUZ METRO PACIFIC STATION

# Attachment A

## ONE NEW OPTION EMERGED

Previous Option 1



New Option



	Metro 1 Devcon/Lawlor base case	Metro 2 + Paseo + Expanded Devcon/Lawlor
Public Air-rights Strategy	Metro / parking / housing / clinic <b>all stacked</b>	Metro / Parking <b>stacked</b> Housing <b>wrapped</b>
Parcel strategy	Metro / City / NIAC north no middle Devcon/Lawlor south	<b>Coordinated projects on all 4+ acres</b>
Private Development Strategy	Devcon/Lawlor – original development	<b>Expanded</b> Devcon/Lawlor
Paseo	no new development/paseo between	<b>Paseo</b>



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SANTA CRUZ METRO PACIFIC STATION

## Evaluation Criteria - Planning



	Metro 1 Devcon/Lawlor base case	Metro 2 + Paseo + Expanded Devcon/Lawlor
Metro Buses on Front	-	+
Metro Tarmac Experience	⊙	⊙ / +
Parking Ramp Slope	-	+
Parking -Bus Drive Conflict	-	+
Activated Front Street	⊙	+
Articulated Massing	+ / ⊙	⊙
Paseo	-	⊙ / +



\*Final Dollar Figures TBD

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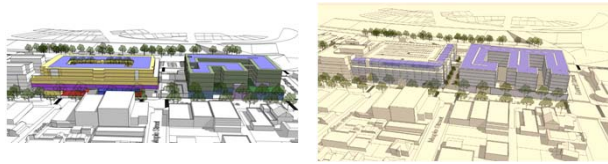
20

SANTA CRUZ METRO PACIFIC STATION



# Attachment A

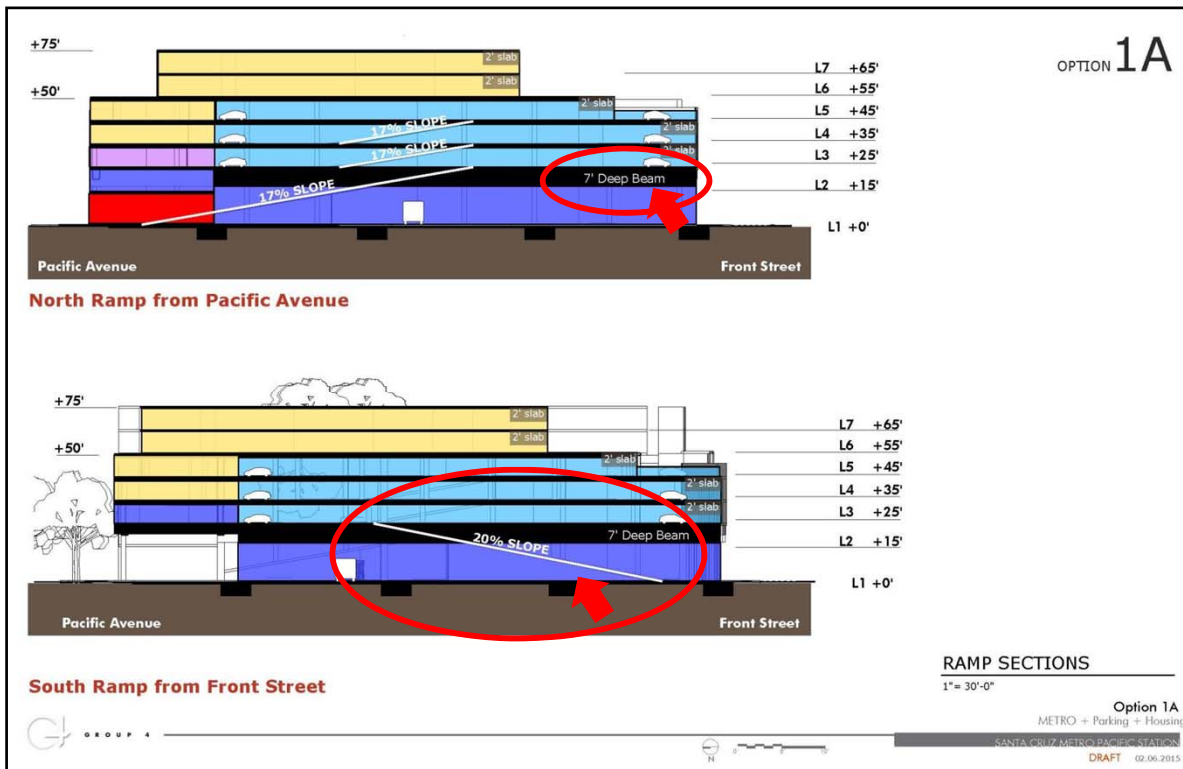
## Evaluation Criteria - **Development**



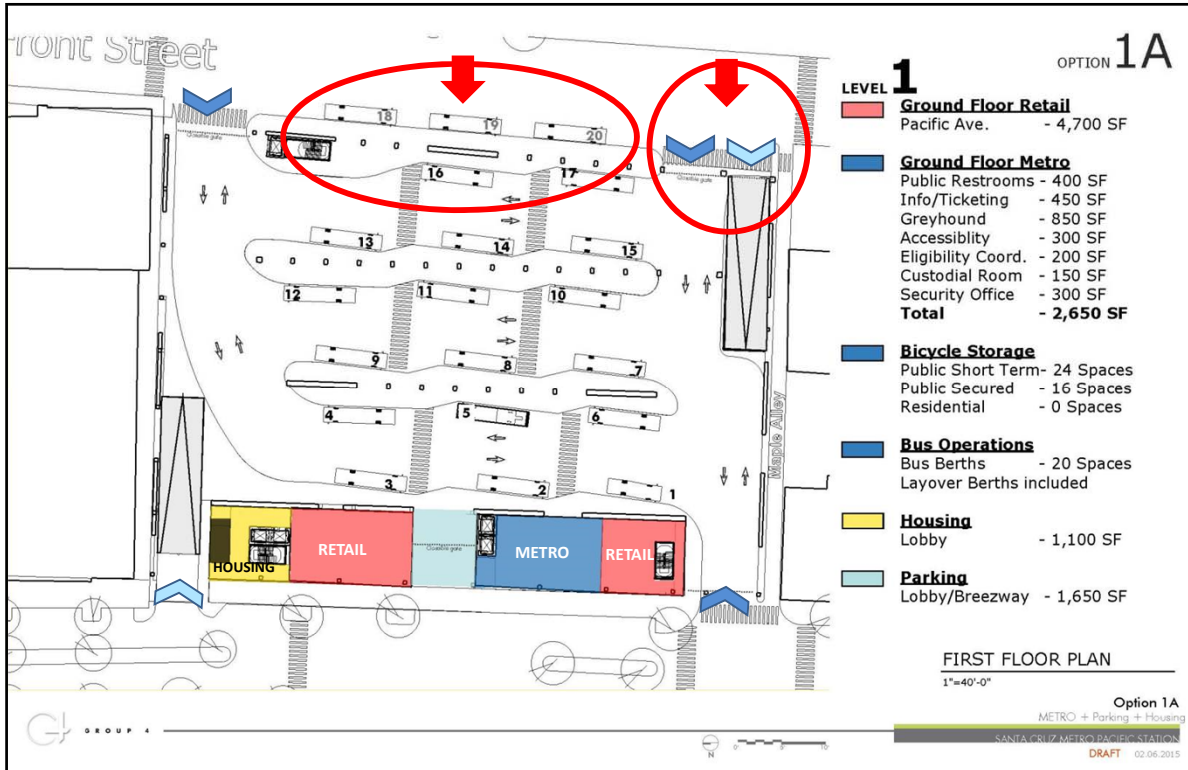
	Metro 1 Devcon/Lawlor base case	Metro 2 + Paseo + Expanded Devcon/Lawlor
Use Metro \$6M by 2020	+	+
Parcels Acquisition	○	○/+
Transit Subsidy Level*	-	○
Housing Subsidy Level*	-	○
Parking Cost/Subsidy*	-	○
Grant competitiveness	+	+
Fall-back if not awarded Grants	-	+

\*Final Dollar Figures TBD

**DRAFT** 21 SANTA CRUZ METRO PACIFIC STATION



# Attachment A



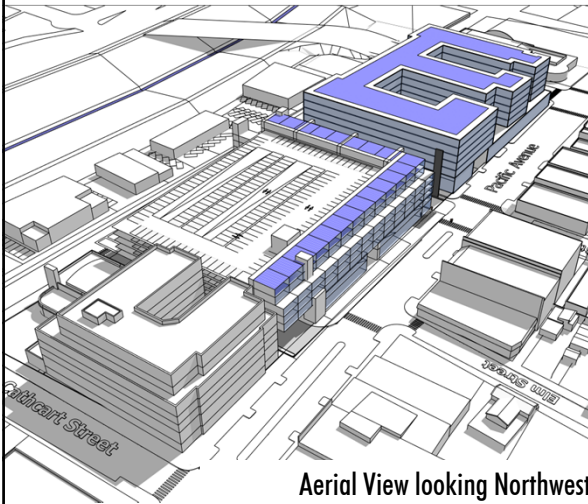
**Option 2**

- Metro / Parking **stacked** /Housing **wrapped**
- Clinic
- **Paseo**
- **Expanded** Devcon/Lawlor
- **Coordinated projects on all 4+ acres**

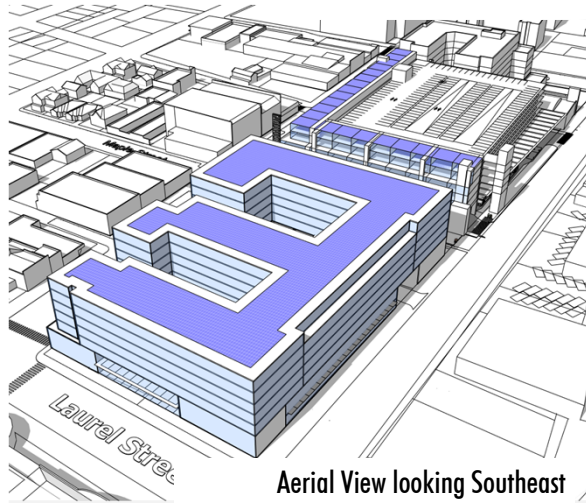
DRAFT 24 SANTA CRUZ METRO PACIFIC STATION

# Attachment A

## OPTION 2 Aerial Views



Aerial View looking Northwest



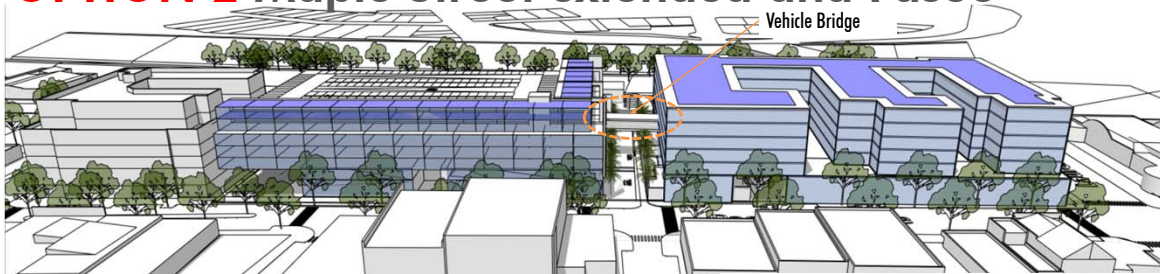
Aerial View looking Southeast



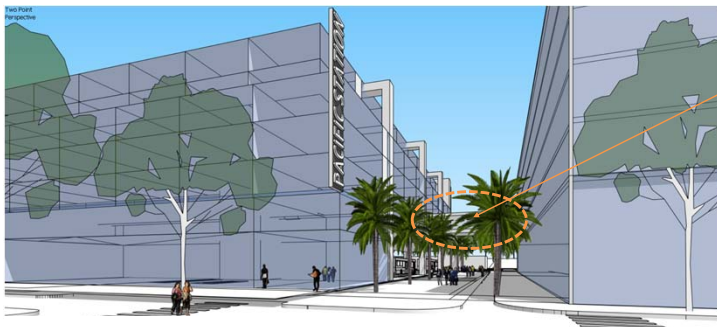
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SANTA CRUZ METRO PACIFIC STATION

## OPTION 2 Maple Street extended and Paseo



Aerial View looking east along Maple Street



Vehicle Bridge at the third story over the Paseo

Street View looking east towards Maple Paseo

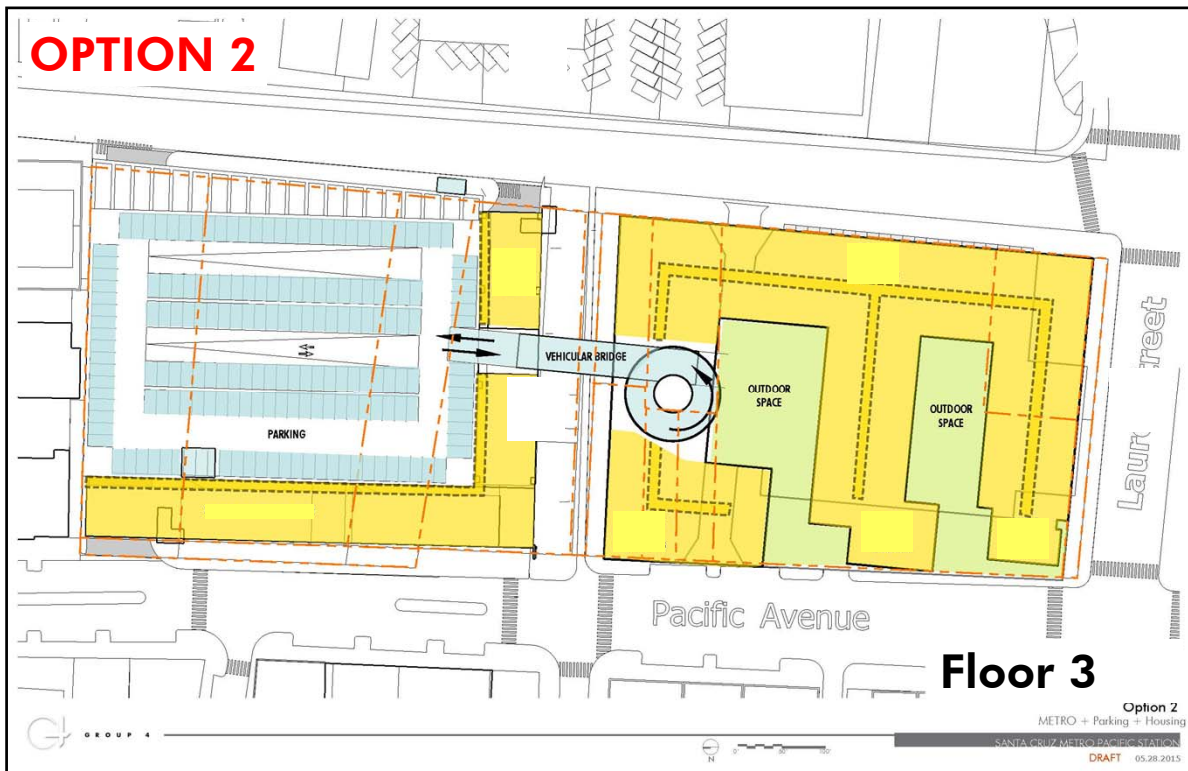
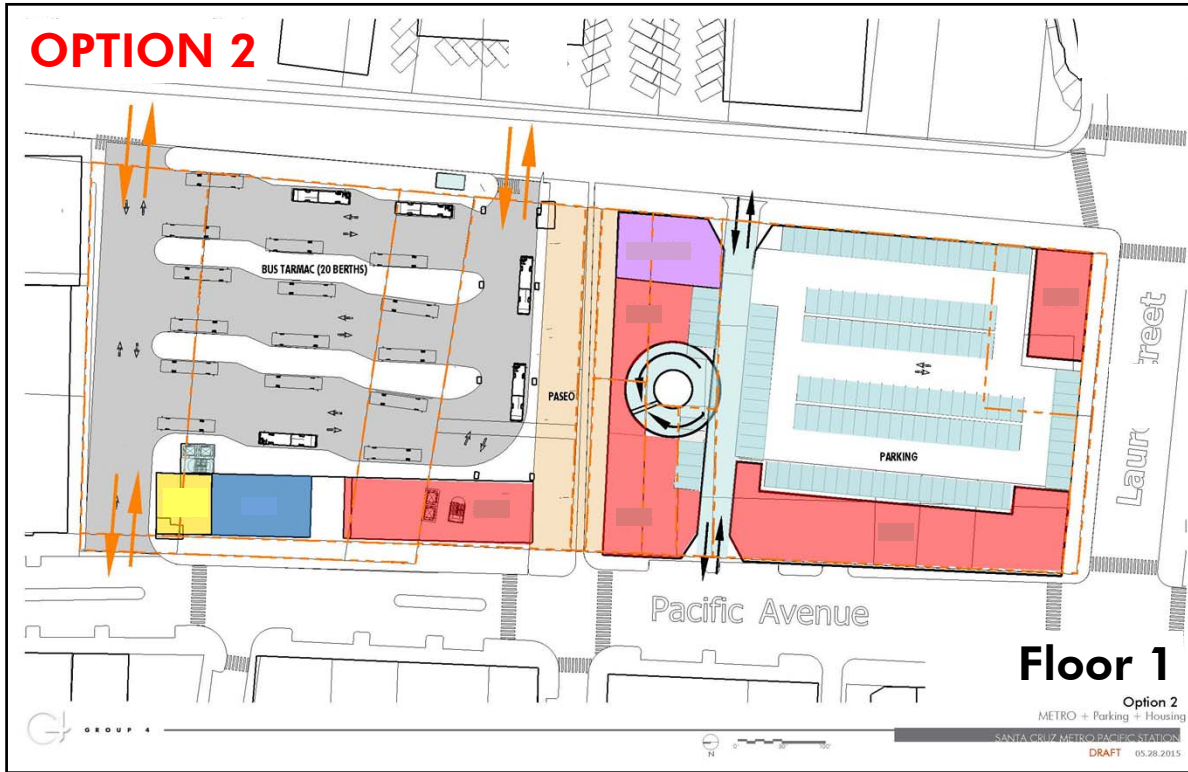


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SANTA CRUZ METRO PACIFIC STATION



# Attachment A

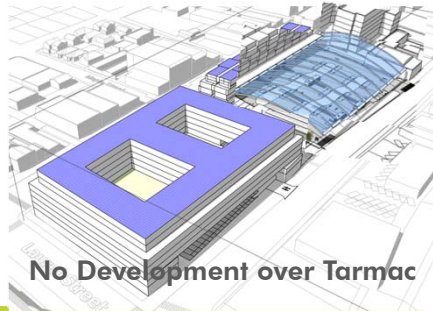
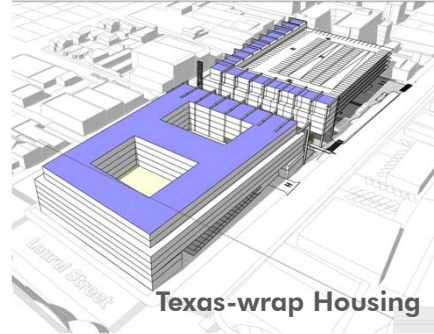


## Attachment A

## Option 2 – Is a **Framework** of multiple options/scenarios

Within a framework of coordinating development of the 4 acres...

Projects costs, funding, phasing, and other considerations may suggest one of these or other variations as most viable



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SANTA CRUZ METRO PACIFIC STATION

## Next steps

Determine financial feasibility of Option 1 and Expanded TOD Option 2, Fall Back Positions, and take preferred Option to:

### 100% Conceptual Design:

- Refine Project Parameters
- Update Cost Models
- Create Proformas

### Implementation:

- Entitlement
- Funding
- Developer Solicitation
- Environmental
- Construction



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PACIFIC STATION DESIGN

# Attachment A



**Santa Cruz METRO  
City of Santa Cruz**

## **Pacific Station Design**

**METRO Board Presentation  
06.26.2015**





**DATE:** June 26, 2015  
**TO:** Board of Directors  
**FROM:** Thomas Hiltner, Acting Planning & Development Manager  
**SUBJECT: CONSIDER A RESOLUTION AUTHORIZING THE TRANSFER OF METRO'S LOW CARBON TRANSIT OPERATIONS PROGRAM FUNDS TO MONTEREY-SALINAS TRANSIT**

**I. RECOMMENDED ACTION**

**Adopt a resolution authorizing the transfer of METRO's Cap & Trade funds in the Low Carbon Transit Operations Program to Monterey-Salinas Transit for East Salinas Transit Service.**

**II. SUMMARY**

- Adopting the attached resolution will authorize the transfer of \$182,694 in FY15 Low Carbon Transit Operations Program (LCTOP) funds from METRO to Monterey-Salinas Transit for its East Salinas Transit Service project.
- The State Controller's Office allocated LCTOP funds by formula to Regional Transportation Planning Agencies and public transit operators throughout the state to implement projects which would increase public transit ridership and reduce greenhouse gas emissions.
- For FY15, the Santa Cruz County Regional Transportation commission (RTC) and the Santa Cruz Metropolitan Transit District (METRO) together received a total of \$182,694 in LCTOP funds.
- METRO staff submitted a request for the total Santa Cruz County LCTOP allocation to renovate the Watsonville Transit Center and add new customer services, a qualifying project according to the LCTOP guidelines.
- The California Air Resources Board did not approve METRO's allocation request and Caltrans, the program administrator, informed METRO that the funds would return to the State Controller's Office for redistribution to other Cap & Trade programs.
- The California Transit Association negotiated an agreement among Caltrans and the LCTOP recipients in Santa Cruz and Monterey Counties to preserve the funds for a greenhouse gas reduction project in Santa Cruz County by swapping METRO's allocation to Monterey-Salinas Transit (MST) in return for receiving the same amount next year from MST's FY16 LCTOP allocation.

- Staff recommends that the Board adopt the attached resolution (Attachment A) authorizing the transfer of METRO's FY15 LCTOP funds to Monterey-Salinas Transit.

### III. DISCUSSION/BACKGROUND

The 2014 Transit, Affordable Housing and Sustainable Communities Program (SB 862) established the Low Carbon Transit Operations Program (LCTOP) to channel revenue from the sale of carbon emission credits in the State's Cap & Trade program into new public transit service and infrastructure projects which would increase transit ridership as one strategy to reduce emissions.

The California Air Resources Board (CARB), the California State Transportation Agency, the California Environmental Protection Agency and the California Department of Transportation (Caltrans) developed qualifying criteria and guidelines for the LCTOP. Each year, the State Controller's Office will allocate LCTOP funds to public transit operators and regional public transportation planning agencies using the State Transit Assistance distribution formula. In FY15, the legislature appropriated \$25 million to the LCTOP, from which the State Controller allocated \$94,197 to Santa Cruz METRO and \$88,497 to the Santa Cruz County Regional Transportation Commission (RTC).

METRO staff proposed using the total Santa Cruz County allocation of \$182,694 to renovate the Watsonville Transit Center with new customer service and ADA eligibility offices and add customer service positions to better serve Watsonville. METRO requested and the RTC approved sponsoring METRO's project and passing 100% its LCTOP allocation to METRO for the project. METRO transmitted its allocation request to Caltrans on 4/14/15 to fund the project. Qualifying recipients were to receive their allocations by 6/30/15.

The California Air Resources Board (CARB) did not approve METRO's allocation request. On 6/8/15, Caltrans informed staff that CARB rejected METRO's proposal and that METRO could propose another project for its allocation by midnight on 6/9/15; otherwise, the funds would be returned to the SCO for redistribution within the overarching Cap & Trade program.

The CEO informed the Board of Directors that METRO's LCTOP allocation request had been rejected and that Josh Shaw, the California Transit Association Executive Director, had initiated action to rescue the funds. Mr. Shaw soon reached a compromise solution with Caltrans which would preserve Santa Cruz County's LCTOP funds for a project next year by transferring its FY15 funds to an approved Monterey-Salinas Transit project this year. Monterey-Salinas Transit would then return the same amount of funds to Santa Cruz County from its FY16 LCTOP allocation. On 6/15/15, Caltrans gave METRO, MST, the Transportation Agency for Monterey County and the RTC five hours to submit statements



agreeing to the transfer. Each agency was required to then submit follow-up letters signed by its authorized agent, and the transit operators were to submit authorizing resolutions from their Boards of Directors following their next meetings. All four agencies e-mailed their statements and transmitted letters to Caltrans as required (Attachment B).

Staff recommends that the Board of Directors adopt a resolution (Attachment A) authorizing the transfer of \$182,694 in FY15 LCTOP funds allocated to METRO and to the RTC to Monterey-Salinas Transit for its approved East Salinas Transit Service project. As stated in the Resolution, Monterey-Salinas Transit agrees to return \$182,694 in FY16 LCTOP funds to METRO and the RTC for a project in Santa Cruz County next year.

#### **IV. FINANCIAL CONSIDERATIONS/IMPACT**

This action will result in the loss of \$100,694 from Santa Cruz METRO's FY16 Operating Budget and \$82,000 from its FY16 Capital Budget and the loss of financial capacity to fund renovations and customer service positions at the Watsonville Transit Center.

#### **V. ALTERNATIVES CONSIDERED**

- Do not adopt a resolution to authorize the transfer of METRO's FY15 LCTOP allocation. Caltrans presented no alternative to the funding swap as a means of preserving the LCTOP funds for Santa Cruz County. Without the transfer, the LCTOP funds will be redistributed throughout the state, and these funds will not be re-allocated to Santa Cruz County in the future. Staff does not recommend this alternative.

#### **VI. ATTACHMENTS**

- Attachment A:** Resolution authorizing the transfer of Santa Cruz METRO's FY15 Low Carbon Transit Operations Program funds to Monterey-Salinas Transit
- Attachment B:** Letters of Agreement among LCTOP recipients in Monterey and Santa Cruz Counties

**VII. APPROVALS:**

Thomas Hiltner, Acting Planning  
and Development Manager



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Approved as to form:  
Leslyn K. Syren, District Counsel




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Approved as to fiscal impact:  
Angela Aitken, Finance Manager

*OK for AA*

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Alex Clifford, CEO/General Manager



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# Attachment A

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

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

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

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

The Following Resolution is Adopted: \_\_\_\_\_

### **A RESOLUTION OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT AUTHORIZING THE TRANSFER OF SANTA CRUZ METRO'S LOW CARBON TRANSIT OPERATIONS PROGRAM FUNDS TO MONTEREY SALINAS TRANSIT**

**WHEREAS**, the SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (“Santa Cruz METRO” herein after) is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (“LCTOP”) now or sometime in the future for transit projects; and

**WHEREAS**, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

**WHEREAS**, Senate Bill 862 named the California Department of Transportation (“Caltrans”) as the administrative agency for the LCTOP; and

**WHEREAS**, Caltrans has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); and

**WHEREAS**, the FY15 allocation of LCTOP funds to Santa Cruz County from the State Controller’s Office consisted of \$94,197 from PUC Fund Type 99314 to Santa Cruz METRO, and \$88,497 from PUC Fund Type 99313 funds to the Santa Cruz County Regional Transportation Commission (SCCRTC); and

**WHEREAS**, the SCCRTC adopted a Resolution on March 5, 2015, to sponsor the Watsonville Transit Center customer service improvements and to transfer its PUC §99313 allocation to Santa Cruz METRO; and

**WHEREAS**, The Santa Cruz METRO has committed to use these funds in accordance with applicable statutes, regulations and guidelines for the Low Carbon Transit Operating Program; and

**WHEREAS**, Caltrans forwarded this request to the State Controller’s Office, who determined that the redirection of FY15 LCTOP funds remaining within Santa Cruz County would be permitted;

# Attachment A

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Santa Cruz Metropolitan Transit District that:

1. Santa Cruz METRO will transfer the Santa Cruz County LCTOP allocation of \$182,694 in FY15 LCTOP funds to Monterey-Salinas Transit's approved FY15 LCTOP project – *Transit Service in East Salinas*.
2. Monterey-Salinas Transit, in return, agrees to transfer \$182,694 from its subsequent FY16 LCTOP allocations to Santa Cruz METRO and SCCRTC in the amounts shown above, provided that the combined PUC §§99313 and 99314 allocations to Monterey County equal or exceed \$182,694.
3. The Santa Cruz METRO authorizes the Chief Executive Officer/General Manager or his designee, to execute all required documents of the LCTOP program in order to complete the transfer of these FY15 LCTOP funds to Monterey-Salinas Transit.

PASSED AND ADOPTED by the Board of Directors of the Santa Cruz Metropolitan Transit District on June 26, 2015, by the following vote:

AYES: DIRECTORS –

NOES: DIRECTORS –

ABSENT: DIRECTORS –

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DENE BUSTICHI  
Board Chair

ATTEST:

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ALEX CLIFFORD  
CEO/General Manager

APPROVED AS TO FORM:

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LESLYN SYREN  
District Counsel

# Attachment B

## *Santa Cruz Metropolitan Transit District*



June 17, 2015

Ms. Jila Priebe  
LCTOP Office, MS39  
Caltrans Division of Rail & Mass Transport  
PO Box 942874  
Sacramento, CA 94274-0001

RE: Santa Cruz METRO FY15 LCTOP Funds Transfer to Monterey-Salinas Transit

Dear Ms Priebe:

Santa Cruz METRO submitted an application for FY15 Low Carbon Transit Operations Program (LCTOP) funds in the amount of \$182,694 to construct new customer service and ADA paratransit eligibility offices at the Watsonville Transit Center and to fund new customer service positions in Watsonville. The FY15 allocation of LCTOP funds to Santa Cruz County from the State Controller's Office consisted of \$94,197 from PUC Fund Type 99314 to Santa Cruz METRO and \$88,497 from PUC Fund Type 99313 funds to the Santa Cruz County Regional Transportation Commission (SCCRTC). The SCCRTC adopted a resolution to sponsor the Watsonville Transit Center customer service improvements and to transfer its PUC 99313 allocation to Santa Cruz METRO.

The California Air Resources Board chose not to approve Santa Cruz METRO's project to receive Santa Cruz County's formula allocation of FY15 LCTOP funds. Lacking any mechanism to propose an alternative project or roll over the funds into next year's funding cycle, Santa Cruz METRO and SCCRTC agree to transfer the Santa Cruz County LCTOP allocation of \$182,694 in FY15 LCTOP funds to Monterey-Salinas Transit's approved FY15 LCTOP project, *Transit Service in East Salinas*. In return, Monterey-Salinas Transit (MST) agrees to transfer \$182,694 from its subsequent FY16 LCTOP allocations to Santa Cruz METRO and SCCRTC in the amounts shown above, provided that the combined PUC 99313 and PUC 99314 allocations to Monterey County equal or exceed \$182,694.

While the ARB failure to approve Santa Cruz METRO's project is unfortunate, all parties understand that the transfer \$182,694 in FY15 LCTOP funds to MST now with the understanding that MST returns \$182,694 to Santa Cruz METRO and SCCRTC next year is the only available option to use the FY15 LCTOP funds in Santa Cruz County.

The Santa Cruz METRO Board of Directors will consider a Resolution to confirm this action at its August 14, 2015 meeting and submit it to you at the LCTOP office.

Santa Cruz METRO appreciates the flexibility to implement a greenhouse gas reduction project in Santa Cruz County with the combined FY15 and FY16 LCTOP allocations and looks forward to early collaboration with the LCTOP office next year to define a project which the ARB and Caltrans can approve or modify during the open solicitation period.

*110 Vernon Street, Santa Cruz, CA 95060 (831) 426-6080, FAX (831) 426-6117*

*METRO online at <http://www.scmtd.com>*

**17B.1**

## Attachment B

Thank you for coordinating the LCTOP fund transfer. If you have any additional questions, or need more information, please call Thomas Hiltner, Acting Planning and Development Manager at (831) 420-2580.

Sincerely,



Alex Clifford

CEO/General Manager

*For Alex Clifford, CEO*

cc: Leslyn Syren, Legal Counsel, Santa Cruz METRO  
Rachel Moriconi, SCCRTC  
Michelle Overmeyer, MST  
Josh Shaw, California Transit Association

Attachment B  
**MST**  
MONTEREY-SALINAS TRANSIT

**TRANSIT DISTRICT MEMBERS:**

City of Carmel-by-the-Sea • City of Del Rey Oaks • City of Gonzales • City of Greenfield  
City of King • City of Marina • City of Monterey • City of Pacific Grove • City of Salinas  
City of Sand City • City of Seaside • City of Soledad • County of Monterey

June 19, 2015

Ms. Jila Priebe, Program Director  
Low Carbon Transit Operations Program (LCTOP)  
California Department of Transportation  
Division of Rail and Mass Transportation, MS #39  
P.O. Box 942874  
Sacramento, CA 94274-0001

Dear Ms. Priebe,

Monterey-Salinas Transit applied for a Fiscal Year 2014/2015 (FY 14/15) allocation of Low Carbon Transit Operations Program (LCTOP) funds for the *Transit in East Salinas* project. The funds will provide operating assistance to reduce greenhouse gas emission and improve mobility, with a priority on serving a disadvantaged community.

It is understood that these LCTOP funds must be allocated by June 30, 2015 and that if an agency does not request the funds or does not have an eligible project, the funds will no longer be available. Santa Cruz Metropolitan Transit District's (SCMTD) submitted an allocation request, but the California Air Resources Board deemed the project ineligible. In an effort to avoid losing their FY 14/15 allocation, SCMTD is transferring its allocation of PUC funds 99313 and 99314 to MST to be added to the approved *Transit Service in East Salinas* project. The total amount to be redirected from SCMTD to MST would be \$182,694. Caltrans forwarded this request to the State Controller's Office (SCO), and it has been determined that this redirection of funds would be permitted. Therefore, MST accepts the additional FY 14/15 funds of \$182,694 and will allocate \$182,694 of future year LCTOP funds to SCMTD.

The *Transit Service in East Salinas* project will be revised to accommodate a total project budget of \$345,563. Revised program documents will follow in the next two weeks. If you have questions, please contact Michelle Overmeyer at (831) 393-8131.

Sincerely,



Hunter Harvath  
Assistant General Manager  
Finance/Administration



# Attachment B



## SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION

1523 Pacific Ave., Santa Cruz, CA 95060-3911 • (831) 460-3200 FAX (831) 460-3215 EMAIL [info@sccrtc.org](mailto:info@sccrtc.org)

June 19, 2015

Ms. Jila Priebe  
LCTOP Office, MS39  
Caltrans Division of Rail & Mass Transport  
PO Box 942874  
Sacramento, CA 94274-0001

RE: Santa Cruz County FY15 LCTOP Funds Transfer to Monterey-Salinas Transit

Dear Ms Priebe:

Santa Cruz METRO submitted an application for FY15 Low Carbon Transit Operations Program (LCTOP) funds in the amount of \$182,694 to construct new customer service and ADA paratransit eligibility offices at the Watsonville Transit Center and to fund new customer service positions in Watsonville. The FY15 allocation of LCTOP funds to Santa Cruz County from the State Controller's Office consisted of \$94,197 from PUC Fund Type 99314 to Santa Cruz METRO and \$88,497 from PUC Fund Type 99313 funds to the Santa Cruz County Regional Transportation Commission (SCCRTC). The SCCRTC previously adopted a resolution to sponsor the Watsonville Transit Center customer service improvements and to transfer its PUC 99313 allocation to Santa Cruz METRO.

The California Air Resources Board chose not to approve Santa Cruz METRO's proposed project for FY15 LCTOP funds. Lacking any mechanism to propose an alternative project or roll over the funds into next year, Santa Cruz METRO and SCCRTC agree to transfer Santa Cruz County's FY15 LCTOP allocations of \$182,694 to Monterey-Salinas Transit's (MST) approved FY15 LCTOP project, Transit Service in East Salinas. In return, MST and the Transportation Agency for Monterey County (TAMC) agree to transfer \$182,694 from their FY16 LCTOP allocations to Santa Cruz METRO and SCCRTC in the amounts shown above, provided that the combined PUC 99313 and PUC 99314 allocations to Monterey County equal or exceed \$182,694. We understand that this is the only option available to ensure the funds are not permanently lost to Santa Cruz County.

There are several transit projects in Santa Cruz County that will reduce greenhouse gas emissions and look forward to clarification from CARB and Caltrans LCTOP office on eligible projects for these funds next year. Thank you for coordinating the LCTOP fund transfer. If you have any additional questions, or need more information, please call Rachel Moriconi at 831-460-3203.

Sincerely,

George Dondero  
Executive Director

cc: Tom Hiltner, SC METRO; Michelle Overmeyer, MST; Debbie Hale, TAMC

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June 19, 2015

Jila Priebe, Program Director  
Low Carbon Transit Operations Program  
California Department of Transportation  
Division of Rail and Mass Transportation, MS #39  
P.O. Box 942874  
Sacramento, CA 94274-0001

via email: [jila.priebe@dot.ca.gov](mailto:jila.priebe@dot.ca.gov)

**RE: Approval of the Fiscal Year 2014/15 Low Carbon Transit Operations Program Transfer Allocation from Santa Cruz County to Monterey County**

*Jila*  
Dear Ms. Priebe:

On behalf of the Transportation Agency for Monterey County (TAMC), the regional transportation planning agency and a contributing sponsor, I am writing to confirm the TAMC's concurrence with the transfer agreement between the Santa Cruz Metropolitan Transit District (Santa Cruz Metro) and the Monterey-Salinas Transit District (MST). Santa Cruz Metro will transfer its Fiscal Year 2014/15 allocation of Low Carbon Transit Operations Program of \$182,694 to support MST's Transit Service in East Salinas project. The funds will provide operating assistance to reduce greenhouse gas emissions and improve mobility, with a priority on serving a disadvantaged community.

TAMC understands that these Program funds must be allocated by June 30, 2015, and that if an agency does not request the funds or does not have an eligible project, the funds will no longer be available. Santa Cruz Metro submitted an allocation request, but the California Air Resources Board deemed the project ineligible. In an effort to avoid losing their allocation, Santa Cruz Metro is transferring its allocation of PUC 9913 and 9914 to MST to be added to the approved Transit in East Salinas project. Caltrans forwarded this request to the State Controller's Office, and it has been determined that this redirection of funds would be permitted. As a contributing sponsor under the Program, TAMC concurs with the agreement between MST and Santa Cruz Metro to accept Santa Cruz Metro's allocation of \$182,694 and will agree to allocate future Program funds to Santa Cruz Metro's eligible future project.

TAMC will coordinate with MST to revise the Transit in East Salinas project to accommodate a total project budget of \$345,563, and will submit its revised Board resolution in August. If you have any questions, please contact me or Virginia Murillo of my staff via email at [virginia@tamcmonterey.org](mailto:virginia@tamcmonterey.org) or (831) 775-4415.

Sincerely,

Debra L. Hale  
Executive Director

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