

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

BOARD OF DIRECTORS REGULAR MEETING AGENDA  
NOVEMBER 21, 2008 (Third Friday of This Month)  
\*WATSONVILLE CITY COUNCIL CHAMBERS\*  
\*275 MAIN STREET\*  
WATSONVILLE, CALIFORNIA  
9:00 a.m. – 12:00 noon

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

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

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

1. ROLL CALL
2. ORAL AND WRITTEN COMMUNICATION TO THE BOARD OF DIRECTORS
  - a. Scott Shults                      Re:    Scotts Valley Bus Bench
3. LABOR ORGANIZATION COMMUNICATIONS
4. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

## CONSENT AGENDA

- 5-1. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS FOR THE MONTH OF OCTOBER 2008
- 5-2. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR SEPTEMBER 2008
- 5-3. CONSIDERATION OF TORT CLAIMS:  
DENY THE CLAIM OF MARILYN M. GRAVES, CLAIM #08-0028  
DENY THE CLAIM OF LORRAINE MEDRANO, CLAIM #08-0029
- 5-4. ACCEPT AND FILE THE METRO ADVISORY COMMITTEE (MAC) **REVISED** AGENDA FOR NOVEMBER 19, 2008 AND MINUTES OF SEPTEMBER 17, 2008
- 5-5. ACCEPT AND FILE PARACRUZ OPERATIONS STATUS REPORT FOR THE MONTH OF AUGUST 2008
- 5-6. ACCEPT AND FILE SEPTEMBER 2008 RIDERSHIP REPORT
- 5-7. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE FOR THE MONTH OF SEPTEMBER 2008

- 5-8. CONSIDERATION OF AUTHORIZATION FOR DISPOSAL OF THIRTEEN (13) 1988 NEW FLYER BUSES AND ONE (1) LOT OF SUPPORT PARTS FOR THE ABOVE LISTED VEHICLES
- 5-9. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXTEND THE CONTRACT WITH PAT PIRAS CONSULTING FOR REVIEW OF ADA PARATRANSIT ELIGIBILITY PROCESS
- 5-10. ACCEPT AND FILE METROBASE PROJECT STATUS REPORT
- 5-11. ACCEPT AND FILE MINUTES REFLECTING VOTING RESULTS FOR APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR THE OCTOBER 2008 MEETING(S)

### REGULAR AGENDA

- 6. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS  
Presented by: Chair Beautz
- 7. **PUBLIC HEARING** TO RECEIVE INPUT ON PROPOSED CHANGES TO SANTA CRUZ METRO'S CONFLICT OF INTEREST CODE  
Presented By: Margaret Gallagher, District Counsel  
**PUBLIC HEARING WILL TAKE PLACE AT 9:00 A.M.**
- 8. ACCEPT AND FILE PARACRUZ OPERATIONS STATUS REPORT FOR THE MONTH OF JULY 2008 (Continued from October)  
Presented By: April Warnock, Paratransit Superintendent
- 9. CONSIDERATION OF REASSIGNMENT OF SUPERVISOR OF REVENUE COLLECTION FROM THE OPERATIONS DEPARTMENT TO THE FINANCE DEPARTMENT  
Presented By: Leslie R. White, General Manager
- 10. CONSIDERATION OF APPROVAL OF CLASS SPECIFICATION AND WAGE RANGE CHANGES FOR THE SAFETY AND TRAINING COORDINATOR POSITION  
**REVISED STAFF REPORT**  
Presented By: Pat Aviles, Assistant Human Resources Manager
- 11. **DELETED** (ORAL ANNOUNCEMENT: 11/21/08 Meeting Location)
- 12. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION: District Counsel
- 13. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

## **SECTION II: CLOSED SESSION**

1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS  
(Pursuant to Government Code Section 54956.8)
  - a. Property: Felton Faire Shopping Center, 6255 Graham Hill Road, Felton, CA  
Negotiating Parties: Margaret Gallagher and Leslie R. White for SCMTD  
Robert Marin for Robert Marin and Celeste De Schulthess, Trustees, Property Owners  
Under Negotiation: License Agreement Terms
  - b. Property: 425 Front Street, Santa Cruz, CA  
Negotiating parties: Tony Condotti and Leslie R. White for SCMTD  
Mark Fallis for Greyhound/Transportation Realty Income Partners L.P., Owner of 425 Front Street  
Under Negotiation: Price and Terms of Payment

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

14. REPORT OF CLOSED SESSION
15. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A TWO-YEAR IRREVOCABLE LICENSE AGREEMENT IN FAVOR OF SANTA CRUZ METRO WITH ROBERT MARIN AND CELESTE DE SCHULTHESS, TRUSTEES, FOR BUS STOP ACCESS ON THE FELTON FAIRE SHOPPING CENTER PROPERTY  
Presented By: Margaret Gallagher, District Counsel

### **ADJOURN**

### **NOTICE TO PUBLIC**

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

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

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

The Santa Cruz Metropolitan Transit District does not discriminate on the basis of disability. The Watsonville City Council Chambers is located in an accessible facility. Any person who requires an accommodation or an auxiliary aid or service to participate in the meeting, please contact Cindi Thomas at 831-426-6080 as soon as possible in advance of the Board of Directors meeting. Hearing impaired individuals should call 711 for assistance in contacting METRO regarding special requirements to participate in the Board meeting. A Spanish Language Interpreter will be available during "Oral Communications" and for any other agenda item for which these services are needed. This meeting will be broadcast live in Watsonville on Charter Channel 70. Community Television will rebroadcast it at 7:00 p.m. on Friday, November 28, 2008 on Comcast Channel 26 and also on Charter Channel 72.



✓  
October 16, 2008

Dear Metro of Santa Cruz County,

I would just like to express my extreme gratitude for your guys is putting up the bus bench on Glenwood Dr. in Scotts Valley. It really helps me out considering I'm in a wheelchair most of the time, but I just started walking to Cabrillo College a few weeks ago. I am striving to get out of the use of my wheelchair indefinitely, and I'm coming along quite well.

Considerably do to my motorcycle accident which happened 12 years and 3 months ago, and I didn't break one bone, I only suffered severe brain injury for which the doctor told my Mother I wasn't going to live from, and when I lived for 4 or 5 days later they told my Mother that I wasn't going to come out of the coma, when I came out of the coma 5 and 3/4 's months later, they told my Mother they told her that I would be bed ridden and brain dead. I showed them quakes, HUNG.

I would just like to say: GOD IS GOOD.

Scott Shults

SCOTT SHULTS

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

DATE: 10/01/08 THRU 10/31/08

| CHECK NUMBER | CHECK DATE | CHECK AMOUNT | VENDOR | VENDOR NAME                   | VENDOR TYPE | TRANS. NUMBER | TRANSACTION DESCRIPTION | TRANSACTION AMOUNT | COMMENT |
|--------------|------------|--------------|--------|-------------------------------|-------------|---------------|-------------------------|--------------------|---------|
| 30549        | 10/02/08   | -1,163.99    | 017    | SUN MICROSYSTEMS, INC.        |             | 22372         | OUT RPR EQUIP/IT        | -1,163.99          | **VOID  |
| 30561        | 10/03/08   | 221.00       | 002069 | A TOOL SHED, INC.             |             | 22675         | EQUIP RENTAL            | 221.00             |         |
| 30562        | 10/03/08   | 475.04       | 001263 | ABBOTT STREET RADIATOR, INC.  |             | 22521         | OUT RPR #2203           | 475.04             |         |
| 30563        | 10/03/08   | 3,444.30     | 002509 | ACCOUNTEMPS                   |             | 22733         | TEMP/PT/OPS W/E 9/12    | 1,687.44           |         |
|              |            |              |        |                               |             | 22734         | TEMP/PT/OPS W/E 9/19    | 1,756.86           |         |
| 30564        | 10/03/08   | 45.00        | 001088 | ADVANCED MECHANICAL SERVICES  | 7           | 22540         | BACKFLOW TESTING        | 45.00              |         |
| 30565        | 10/03/08   | 515.70       | 382    | AIRTEC SERVICE                |             | 22701         | SERVICE/PACIFIC         | 515.70             |         |
| 30566        | 10/03/08   | 125.00       | 001062 | ALLTERRA ENVIRONMENTAL INC.   |             | 22400         | INSPECTION/GOLF CLB     | 125.00             |         |
| 30567        | 10/03/08   | 210.00       | 001128 | ALWAYS TOWING & RECOVERY, INC |             | 22453         | TOW # 2306              | 210.00             |         |
| 30568        | 10/03/08   | 775.78       | 854    | AMERICAN SEATING COMPANY      |             | 22530         | OTH MOB SUPPLIES        | 775.78             |         |
| 30569        | 10/03/08   | 46.13        | 001A   | AT&T                          |             | 22700         | SEPT PHONES/RIVER       | 46.13              |         |
| 30570        | 10/03/08   | 375.00       | 478    | BEE CLENE                     | 0           | 22510         | CARPET/RIVER            | 375.00             |         |
| 30571        | 10/03/08   | 1,527.95     | 001112 | BRINKS AWARDS & SIGNS         | 7           | 22674         | UNIF/LAUNDRY/PT         | 1,527.95           |         |
| 30572        | 10/03/08   | 20,000.00    | 616    | BROWN ARMSTRONG               |             | 22603         | 08 AUDIT SERVICES       | 20,000.00          |         |
| 30573        | 10/03/08   | 395.89       | 002627 | CDW GOVERNMENT, INC.          |             | 22667         | COMPUTER SUPPLIES/IT    | 351.77             |         |
|              |            |              |        |                               |             | 22668         | COMPUTER SUPPLIES/IT    | 44.12              |         |
| 30574        | 10/03/08   | 50.70        | 667    | CITY OF SCOTTS VALLEY         |             | 22731         | 7/15-9/15 KINGS VLG     | 50.70              |         |
| 30575        | 10/03/08   | 750.00       | 001113 | CLARKE, SUSAN                 | 7           | 22622         | EXT BUS ANNOUN/AUDIT    | 750.00             |         |
| 30576        | 10/03/08   | 13,890.95    | 001124 | CLEAN ENERGY                  |             | 22505         | LNG/FLT                 | 6,418.31           |         |
|              |            |              |        |                               |             | 22682         | LNG/FLT                 | 7,472.64           |         |
| 30577        | 10/03/08   | 184.00       | 367    | COMMUNITY TELEVISION OF       |             | 22604         | TV COVERAGE 8/22        | 184.00             |         |
| 30578        | 10/03/08   | 29.85        | 002063 | COSTCO                        |             | 22395         | LOCAL MTG EXP           | 21.28              |         |
|              |            |              |        |                               |             | 22482         | PHOTO PROCESS/OPS       | 3.84               |         |
|              |            |              |        |                               |             | 22483         | PHOTO PROCESS/OPS       | 4.73               |         |
| 30579        | 10/03/08   | 10.41        | 418    | COUNTY OF SANTA CRUZ          |             | 22506         | AUG CNG/FLT             | 10.41              |         |
| 30580        | 10/03/08   | 18.00        | T169   | CRESS, CATHY                  |             | 22657         | 6 UNUSED PT COUPONS     | 18.00              |         |
| 30581        | 10/03/08   | 1,208.00     | 001219 | D&B POWER ASSOCIATES, INC     |             | 22384         | UPS WARRANTY SVC        | 1,208.00           |         |
| 30582        | 10/03/08   | 39,391.25    | 800    | DELTA DENTAL PLAN             |             | 22720         | OCT DENTAL              | 39,391.25          |         |
| 30583        | 10/03/08   | 15.00        | 085    | DIXON & SON TIRE, INC.        |             | 22544         | TIRES & TUBES           | 15.00              |         |
| 30584        | 10/03/08   | 610.00       | 916    | DOCTORS ON DUTY               |             | 22627         | DRUG TEST               | 30.00              |         |
|              |            |              |        |                               |             | 22628         | DRUG TEST               | 35.00              |         |
|              |            |              |        |                               |             | 22629         | DRUG TEST               | 5.00               |         |
|              |            |              |        |                               |             | 22630         | DRUG TEST               | 30.00              |         |
|              |            |              |        |                               |             | 22631         | DRUG TEST               | 5.00               |         |
|              |            |              |        |                               |             | 22632         | DRUG TEST               | 120.00             |         |
|              |            |              |        |                               |             | 22633         | DRUG TEST               | 5.00               |         |
|              |            |              |        |                               |             | 22634         | DRUG TEST               | 30.00              |         |
|              |            |              |        |                               |             | 22635         | DRUG TEST               | 35.00              |         |
|              |            |              |        |                               |             | 22636         | DRUG TEST               | 5.00               |         |
|              |            |              |        |                               |             | 22637         | DRUG TEST               | 30.00              |         |
|              |            |              |        |                               |             | 22638         | DRUG TEST               | 5.00               |         |
|              |            |              |        |                               |             | 22639         | DRUG TEST               | 30.00              |         |
|              |            |              |        |                               |             | 22640         | DRUG TEST               | 5.00               |         |
|              |            |              |        |                               |             | 22641         | DRUG TEST               | 30.00              |         |
|              |            |              |        |                               |             | 22642         | DRUG TEST               | 5.00               |         |
|              |            |              |        |                               |             | 22643         | DRUG TEST               | 30.00              |         |
|              |            |              |        |                               |             | 22644         | DRUG TEST               | 35.00              |         |
|              |            |              |        |                               |             | 22645         | DRUG TEST               | 5.00               |         |
|              |            |              |        |                               |             | 22646         | DRUG TEST               | 35.00              |         |
|              |            |              |        |                               |             | 22647         | DRUG TEST               | 30.00              |         |

5-1.1

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
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|--------------|------------|--------------|--------|--------------------------------|--------------------|---------------|-------------------------|--------------------|---------|
|              |            |              |        |                                |                    | 22648         | DRUG TEST               | 5.00               |         |
|              |            |              |        |                                |                    | 22649         | DRUG TEST               | 30.00              |         |
|              |            |              |        |                                |                    | 22650         | DRUG TEST               | 35.00              |         |
| 30585        | 10/03/08   | 204.55       | 647    | GFI GENFARE                    |                    | 22522         | REV VEH PARTS           | 103.26             |         |
|              |            |              |        |                                |                    | 22611         | REV VEH PARTS           | 101.29             |         |
| 30586        | 10/03/08   | 34,850.77    | 001212 | GOVSTOR INC.                   |                    | 22498         | COMPUTER SUPPLIES/IT    | 34,850.77          |         |
| 30587        | 10/03/08   | 440.38       | 282    | GRAINGER                       |                    | 22608         | REPAIRS/MAINTENANCE     | 36.59              |         |
|              |            |              |        |                                |                    | 22609         | REPAIRS/MAINTENANCE     | 232.41             |         |
|              |            |              |        |                                |                    | 22610         | REPAIRS/MAINTENANCE     | 171.38             |         |
| 30588        | 10/03/08   | 500.00       | 799    | GREAT WEST                     |                    | 22719         | 457 DEDUCTION           | 500.00             |         |
| 30589        | 10/03/08   | 100.39       | 001198 | HARLAND                        |                    | 22499         | OFFICE SUPPLY/FIN       | 100.39             |         |
| 30590        | 10/03/08   | 10.00        | E026   | HARTE, ANDRE                   |                    | 22618         | DMV FEES                | 10.00              |         |
| 30591        | 10/03/08   | 10,672.55    | 001745 | HARTFORD LIFE AND ACCIDENT INS |                    | 22669         | AUG LIFE/AD&D INS       | 3,730.45           |         |
|              |            |              |        |                                |                    | 22670         | SEPT LIFE/AD&D INS      | 3,257.55           |         |
|              |            |              |        |                                |                    | 22671         | OCT LIFE/AD&D INS       | 3,684.55           |         |
| 30592        | 10/03/08   | 2,815.58     | 001215 | HEWLETT PACKARD COMPANY        |                    | 22386         | COMPUTER SUPPLIES/IT    | 2,815.58           |         |
| 30593        | 10/03/08   | 72.72        | 166    | HOSE SHOP, THE                 |                    | 22525         | REPAIRS/MAINTENANCE     | 9.41               |         |
|              |            |              |        |                                |                    | 22526         | REPAIRS/MAINTENANCE     | 63.31              |         |
| 30594        | 10/03/08   | 267.94       | 215    | IKON OFFICE SOLUTIONS          |                    | 22729         | 8/19-9/19 COPIER/ADM    | 267.94             |         |
| 30595        | 10/03/08   | 535.99       | 493    | IMAGING PRODUCTS INTERNATIONAL |                    | 22471         | PHOTO SUPPLIES/OPS      | 535.99             |         |
| 30596        | 10/03/08   | 1,560.00     | 852    | LAW OFFICES OF MARIE F. SANG   | 7                  | 22651         | WORKERS COMP CLAIM      | 1,020.00           |         |
|              |            |              |        |                                |                    | 22652         | WORKERS COMP CLAIM      | 255.00             |         |
|              |            |              |        |                                |                    | 22653         | WORKERS COMP CLAIM      | 30.00              |         |
|              |            |              |        |                                |                    | 22654         | WORKERS COMP CLAIM      | 255.00             |         |
| 30597        | 10/03/08   | 824.20       | 001145 | MANAGED HEALTH NETWORK         |                    | 22672         | OCT EAP PREMIUM         | 824.20             |         |
| 30598        | 10/03/08   | 650.00       | 764    | MERCURY METALS                 |                    | 22713         | RAMP REPAIR # 315       | 650.00             |         |
| 30599        | 10/03/08   | 899.67       | 041    | MISSION UNIFORM                |                    | 22287         | UNIF/LAUNDRY/FAC        | 70.46              |         |
|              |            |              |        |                                |                    | 22338         | UNIF/LAUNDRY/FLT        | 76.64              |         |
|              |            |              |        |                                |                    | 22339         | UNIF/LAUNDRY/FLT        | 262.09             |         |
|              |            |              |        |                                |                    | 22340         | UNIF/LAUNDRY/FLT        | 99.45              |         |
|              |            |              |        |                                |                    | 22341         | UNIF/LAUNDRY/FLT        | 50.60              |         |
|              |            |              |        |                                |                    | 22401         | UNIF/LAUNDRY/PT         | 33.42              |         |
|              |            |              |        |                                |                    | 22619         | UNIF/LAUNDRY/FLT        | 202.82             |         |
|              |            |              |        |                                |                    | 22620         | UNIF/LAUNDRY/FLT        | 40.09              |         |
|              |            |              |        |                                |                    | 22621         | UNIF/LAUNDRY/FLT        | 64.10              |         |
| 30600        | 10/03/08   | 279.00       | 469    | MONTEREY BAY UNIFIED AIR       |                    | 22730         | PERMIT/1200B RIVER      | 279.00             |         |
| 30601        | 10/03/08   | 2,634,820.46 | 001063 | NEW FLYER INDUSTRIES LIMITED   |                    | 22615         | REV VEH PARTS           | 397.50             |         |
|              |            |              |        |                                |                    | 22721         | COACH # 2809            | 329,302.87         |         |
|              |            |              |        |                                |                    | 22722         | COACH # 2806            | 329,302.87         |         |
|              |            |              |        |                                |                    | 22723         | COACH # 2808            | 329,302.87         |         |
|              |            |              |        |                                |                    | 22724         | COACH # 2811            | 329,302.87         |         |
|              |            |              |        |                                |                    | 22725         | COACH # 2807            | 329,302.87         |         |
|              |            |              |        |                                |                    | 22726         | COACH # 2810            | 329,302.87         |         |
|              |            |              |        |                                |                    | 22727         | COACH # 2812            | 329,302.87         |         |
|              |            |              |        |                                |                    | 22728         | COACH # 2813            | 329,302.87         |         |
| 30602        | 10/03/08   | 14,842.00    | 001176 | NORTHSTAR, INC.                |                    | 22459         | AUG MAINTENANCE         | 14,842.00          |         |
| 30603        | 10/03/08   | 46,943.25    | 001080 | OCTAGON RISK SERVICES, INC.    |                    | 22655         | SEPT-NOV ADM FEE        | 46,943.25          |         |
| 30604        | 10/03/08   | 3,243.87     | 009    | PACIFIC GAS & ELECTRIC         |                    | 22715         | 8/26-9/24 115 DUBOIS    | 14.24              |         |
|              |            |              |        |                                |                    | 22716         | 8/26-9/24 115 DUBOIS    | 16.74              |         |
|              |            |              |        |                                |                    | 22717         | 8/26-9/24 115 DUBOIS    | 337.23             |         |

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

DATE: 10/01/08 THRU 10/31/08

| CHECK NUMBER | CHECK DATE | CHECK AMOUNT | VENDOR | VENDOR NAME                    | VENDOR TRANS. TYPE | TRANS. NUMBER | TRANSACTION DESCRIPTION | TRANSACTION AMOUNT | COMMENT |
|--------------|------------|--------------|--------|--------------------------------|--------------------|---------------|-------------------------|--------------------|---------|
| 30605        | 10/03/08   | 1,935.53     | 043    | PALACE ART & OFFICE SUPPLY     |                    | 22732         | 8/26-9/24 ENCINAL       | 2,875.66           |         |
|              |            |              |        |                                |                    | 22306         | OFFICE SUPPLIES/FAC     | 26.44              |         |
|              |            |              |        |                                |                    | 22397         | OFFICE SUPPLIES/FIN     | 488.66             |         |
|              |            |              |        |                                |                    | 22398         | OFFICE SUPPLY/FIN       | 44.43              |         |
|              |            |              |        |                                |                    | 22448         | OFFICE SUPPLIES/MTC     | 11.34              |         |
|              |            |              |        |                                |                    | 22467         | OFFICE SUPPLY/ADM       | 15.60              |         |
|              |            |              |        |                                |                    | 22472         | OFFICE SUPPLY/OPS       | 505.55             |         |
|              |            |              |        |                                |                    | 22473         | OFFICE SUPPLY/OPS       | 162.73             |         |
|              |            |              |        |                                |                    | 22474         | OFFICE SUPPLY/OPS       | 566.37             |         |
|              |            |              |        |                                |                    | 22616         | OFFICE SUPPLIES/OPS     | 114.41             |         |
| 30606        | 10/03/08   | 424.00       | 481    | PIED PIPER EXTERMINATORS, INC. |                    | 22302         | SEPT PEST CONTROL       | 183.00             |         |
|              |            |              |        |                                |                    | 22303         | SEPT PEST CONTROL       | 241.00             |         |
| 30607        | 10/03/08   | 25.00        | 001226 | PINHEIRO, CECE                 |                    | 22659         | PROF SERVICES/PT        | 25.00              |         |
| 30608        | 10/03/08   | 1,800.67     | 156    | PRINT GALLERY, THE             |                    | 22451         | PRINTING/MTC            | 1,800.67           |         |
| 30609        | 10/03/08   | 1,082.02     | 001120 | PRO-PAK INDUSTRIES, INC        |                    | 22523         | SAFETY SUPPLIES         | 1,082.02           |         |
| 30610        | 10/03/08   | 112.20       | 107A   | PROBUILD                       |                    | 22343         | PARTS & SUPPLIES        | 50.94              |         |
|              |            |              |        |                                |                    | 22387         | REPAIRS/MAINTENANCE     | 53.66              |         |
|              |            |              |        |                                |                    | 22680         | REPAIRS/MAINTENANCE     | 7.60               |         |
| 30611        | 10/03/08   | 909.82       | 002713 | SANTA CRUZ AUTO TECH, INC.     |                    | 22431         | OUT RPR # 9950          | 298.71             |         |
|              |            |              |        |                                |                    | 22543         | OUT RPR # 315           | 611.11             |         |
| 30612        | 10/03/08   | 233.58       | 135    | SANTA CRUZ AUTO PARTS, INC.    |                    | 22289         | PARTS & SUPPLIES        | 38.99              |         |
|              |            |              |        |                                |                    | 22433         | PARTS & SUPPLIES        | 4.05               |         |
|              |            |              |        |                                |                    | 22468         | REV VEH PARTS           | 38.17              |         |
|              |            |              |        |                                |                    | 22469         | REV VEH PARTS           | 152.37             |         |
| 30613        | 10/03/08   | 111.21       | 973    | SANTA CRUZ DODGE               |                    | 22290         | REV VEH PARTS           | 111.21             |         |
| 30614        | 10/03/08   | 166.30       | 149    | SANTA CRUZ SENTINEL            | 0                  | 22656         | 10/08-10/09 RENEWAL     | 166.30             |         |
| 30615        | 10/03/08   | 460.71       | 001976 | SPORTWORKS NORTHWEST, INC.     |                    | 22464         | REV VEH PARTS           | 460.71             |         |
| 30616        | 10/03/08   | 1,163.99     | 001234 | SSI                            |                    | 22735         | OUT RPR EQUIP/IT        | 1,163.99           |         |
| 30617        | 10/03/08   | 356.79       | 002504 | TIFCO INDUSTRIES               |                    | 22665         | PARTS & SUPPLIES        | 59.20              |         |
|              |            |              |        |                                |                    | 22683         | PARTS & SUPPLIES        | 297.59             |         |
|              |            |              |        |                                |                    | 22710         | CREDIT MEMO             | -48.62             |         |
|              |            |              |        |                                |                    | 22711         | PARTS & SUPPLIES        | 48.62              |         |
| 30618        | 10/03/08   | 100.00       | 001227 | TRANSIT MUTUAL INSURANCE CO    |                    | 22658         | TMI DRIVER TRAINING     | 100.00             |         |
| 30619        | 10/03/08   | 51.45        | 007    | UNITED PARCEL SERVICE          |                    | 22688         | FRT OUT/FLT             | 51.45              |         |
| 30620        | 10/03/08   | 50,525.47    | 002829 | VALLEY POWER SYSTEMS, INC.     |                    | 21996         | REV VEH PARTS           | 286.98             | VOIDED  |
|              |            |              |        |                                |                    | 21997         | REV VEH PARTS           | 222.72             |         |
|              |            |              |        |                                |                    | 22077         | REV VEH PARTS           | 30.54              |         |
|              |            |              |        |                                |                    | 22250         | REV VEH PARTS           | 64.44              |         |
|              |            |              |        |                                |                    | 22251         | REV VEH PARTS           | 528.13             |         |
|              |            |              |        |                                |                    | 22274         | REV VEH PARTS           | 146.07             |         |
|              |            |              |        |                                |                    | 22378         | PARTS & SUPPLIES        | 37.14              |         |
|              |            |              |        |                                |                    | 22390         | PARTS & SUPPLIES        | 582.91             |         |
|              |            |              |        |                                |                    | 22420         | REV VEH PARTS           | 64.52              |         |
|              |            |              |        |                                |                    | 22484         | REV VEH PARTS           | 42.28              |         |
|              |            |              |        |                                |                    | 22485         | CORE CREDIT             | -10,488.70         |         |
|              |            |              |        |                                |                    | 22486         | OUT RPR TRANSMISSION    | 7,665.63           |         |
|              |            |              |        |                                |                    | 22487         | SMALL TOOL              | 25.71              |         |
|              |            |              |        |                                |                    | 22488         | REV VEH PARTS           | 519.01             |         |
|              |            |              |        |                                |                    | 22489         | REV VEH PARTS           | 286.98             |         |
|              |            |              |        |                                |                    | 22490         | REV VEH PARTS           | 222.72             |         |

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

DATE: 10/01/08 THRU 10/31/08

| CHECK NUMBER | CHECK DATE | CHECK AMOUNT | VENDOR | VENDOR NAME                  | VENDOR TYPE | TRANS. NUMBER | TRANSACTION DESCRIPTION | TRANSACTION AMOUNT | COMMENT |
|--------------|------------|--------------|--------|------------------------------|-------------|---------------|-------------------------|--------------------|---------|
|              |            |              |        |                              |             | 22491         | REV VEH PARTS           | 30.54              |         |
|              |            |              |        |                              |             | 22492         | PARTS & SUPPLIES        | 37.14              |         |
|              |            |              |        |                              |             | 22493         | ENG KIT/ENG # 138       | 29,116.96          |         |
|              |            |              |        |                              |             | 22494         | ENG KIT/ ENG # 139      | 31,446.38          |         |
|              |            |              |        |                              |             | 22497         | REV VEH PARTS           | 146.07             |         |
| 30620        | 10/03/08   | -50,525.47   | 002829 | VALLEY POWER SYSTEMS, INC.   |             | 22699         | CORE CREDIT/ENG 138     | -10,488.70         |         |
|              |            |              |        |                              |             | 21996         | REV VEH PARTS           | -286.98            | **VOID  |
|              |            |              |        |                              |             | 21997         | REV VEH PARTS           | -222.72            |         |
|              |            |              |        |                              |             | 22077         | REV VEH PARTS           | -30.54             |         |
|              |            |              |        |                              |             | 22250         | REV VEH PARTS           | -64.44             |         |
|              |            |              |        |                              |             | 22251         | REV VEH PARTS           | -528.13            |         |
|              |            |              |        |                              |             | 22274         | REV VEH PARTS           | -146.07            |         |
|              |            |              |        |                              |             | 22378         | PARTS & SUPPLIES        | -37.14             |         |
|              |            |              |        |                              |             | 22390         | PARTS & SUPPLIES        | -582.91            |         |
|              |            |              |        |                              |             | 22420         | REV VEH PARTS           | -64.52             |         |
|              |            |              |        |                              |             | 22484         | REV VEH PARTS           | -42.28             |         |
|              |            |              |        |                              |             | 22485         | CORE CREDIT             | 10,488.70          |         |
|              |            |              |        |                              |             | 22486         | OUT RPR TRANSMISSION    | -7,665.63          |         |
|              |            |              |        |                              |             | 22487         | SMALL TOOL              | -25.71             |         |
|              |            |              |        |                              |             | 22488         | REV VEH PARTS           | -519.01            |         |
|              |            |              |        |                              |             | 22489         | REV VEH PARTS           | -286.98            |         |
|              |            |              |        |                              |             | 22490         | REV VEH PARTS           | -222.72            |         |
|              |            |              |        |                              |             | 22491         | REV VEH PARTS           | -30.54             |         |
|              |            |              |        |                              |             | 22492         | PARTS & SUPPLIES        | -37.14             |         |
|              |            |              |        |                              |             | 22493         | ENG KIT/ENG # 138       | -29,116.96         |         |
|              |            |              |        |                              |             | 22494         | ENG KIT/ ENG # 139      | -31,446.38         |         |
|              |            |              |        |                              |             | 22497         | REV VEH PARTS           | -146.07            |         |
| 30621        | 10/03/08   | 53.63        | 434B   | VERIZON CALIFORNIA           |             | 22699         | CORE CREDIT/ENG 138     | 10,488.70          |         |
| 30622        | 10/03/08   | 11,247.50    | 001043 | VISION SERVICE PLAN          |             | 22718         | MT BIEWLASKI            | 53.63              |         |
| 30624        | 10/03/08   | 49,802.02    | 002829 | VALLEY POWER SYSTEMS, INC.   |             | 22623         | OCT VISION INS          | 11,247.50          |         |
|              |            |              |        |                              |             | 22736         | REV VEH PARTS           | 286.98             |         |
|              |            |              |        |                              |             | 22737         | REV VEH PARTS           | 222.72             |         |
|              |            |              |        |                              |             | 22738         | REV VEH PARTS           | 30.54              |         |
|              |            |              |        |                              |             | 22739         | REV VEH PARTS           | 146.07             |         |
|              |            |              |        |                              |             | 22740         | PARTS & SUPPLIES        | 37.14              |         |
|              |            |              |        |                              |             | 22741         | REV VEH PARTS           | 64.44              |         |
|              |            |              |        |                              |             | 22742         | REV VEH PARTS           | 528.13             |         |
|              |            |              |        |                              |             | 22743         | REV VEH PARTS           | 64.52              |         |
|              |            |              |        |                              |             | 22744         | REV VEH PARTS           | 42.28              |         |
|              |            |              |        |                              |             | 22745         | CORE CREDIT             | -10,488.70         |         |
|              |            |              |        |                              |             | 22746         | OUT RPR TRANSMISSION    | 7,665.63           |         |
|              |            |              |        |                              |             | 22747         | SMALL TOOL              | 25.71              |         |
|              |            |              |        |                              |             | 22748         | REV VEH PARTS           | 519.01             |         |
|              |            |              |        |                              |             | 22749         | PARTS & SUPPLIES        | 582.91             |         |
|              |            |              |        |                              |             | 22750         | ENG KIT/EN # 138        | 29,116.96          |         |
|              |            |              |        |                              |             | 22751         | ENG KIT/EN # 139        | 31,446.38          |         |
|              |            |              |        |                              |             | 22752         | CORE CREDIT ENG 138     | -10,488.70         |         |
| 30625        | 10/10/08   | 585.00       | 963    | 4 LESS TERMITE               | 7           | 22956         | INSPECTION/VERNON       | 585.00             |         |
| 30626        | 10/10/08   | 1,962.99     | 002876 | AA AUTO COLLISION CENTER     |             | 22714         | OUT RPR # 317           | 1,962.99           |         |
| 30627        | 10/10/08   | 475.04       | 001263 | ABBOTT STREET RADIATOR, INC. |             | 22696         | OUT RPR # 9812          | 475.04             |         |

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
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| CHECK NUMBER | CHECK DATE | CHECK AMOUNT | VENDOR | VENDOR NAME                   | VENDOR TYPE | TRANS. NUMBER | TRANSACTION DESCRIPTION | TRANSACTION AMOUNT | COMMENT |
|--------------|------------|--------------|--------|-------------------------------|-------------|---------------|-------------------------|--------------------|---------|
| 30628        | 10/10/08   | 3,465.66     | 002509 | ACCOMTEMP                     |             | 22873         | TEMP/OPS/PT W/E 8/29    | 1,591.32           |         |
|              |            |              |        |                               |             | 22874         | ADJUSTMENT              | -10.68             |         |
|              |            |              |        |                               |             | 22875         | TEMP/OPS/PT W/E 9/26    | 1,885.02           |         |
| 30629        | 10/10/08   | 193.44       | 002861 | AMERICAN MESSAGING SVCS, LLC  |             | 22859         | OCT PAGERS              | 193.44             |         |
| 30630        | 10/10/08   | 18,402.38    | 941    | ASSURANT EMPLOYEE BENEFITS    |             | 22936         | OCT LTD INS             | 18,402.38          |         |
| 30631        | 10/10/08   | 4,144.64     | 001B   | AT&T/MCI                      |             | 22858         | SEPT PHONES             | 4,144.64           |         |
| 30632        | 10/10/08   | 81.59        | 002689 | B & B SMALL ENGINE            |             | 22511         | REPAIRS/MAINTENANCE     | 18.76              |         |
|              |            |              |        |                               |             | 22512         | REPAIRS/MAINTENANCE     | 62.83              |         |
| 30633        | 10/10/08   | 155.75       | 001856 | BAY COMMUNICATIONS            | 7           | 22846         | SERVICE/ENCINAL         | 89.00              |         |
|              |            |              |        |                               |             | 22847         | SERVICE/PACIFIC         | 66.75              |         |
| 30634        | 10/10/08   | 12.73        | 123    | BAY PHOTO LAB                 |             | 22541         | PHOTO PROCESS/PT        | 12.73              |         |
| 30635        | 10/10/08   | 100.00       | B003   | BEAUTZ, JAN                   | 7           | 22817         | SEPT BOARD MTGS         | 100.00             |         |
| 30636        | 10/10/08   | 375.00       | 478    | BEE CLENE                     | 0           | 22697         | CARPET-PACIFIC          | 375.00             |         |
| 30637        | 10/10/08   | 468.19       | 002189 | BUS & EQUIPMENT               |             | 22765         | REV VEH PARTS           | 436.85             |         |
|              |            |              |        |                               |             | 22766         | REV VEH PARTS           | 31.34              |         |
| 30638        | 10/10/08   | 100.00       | B018   | BUSTICHI, DENE                | 7           | 22818         | SEPT BOARD MTGS         | 100.00             |         |
| 30639        | 10/10/08   | 850.00       | 001346 | CITY OF SANTA CRUZ            |             | 22835         | PARKING DEF FEES        | 212.50             |         |
|              |            |              |        |                               |             | 22836         | PARKING DEF FEES        | 637.50             |         |
| 30640        | 10/10/08   | 25.00        | 001911 | CITY OF SANTA CRUZ            |             | 22880         | FIRE ALARM REG          | 25.00              |         |
| 30641        | 10/10/08   | 50.00        | B014   | CITY OF WATSONVILLE           |             | 22826         | SEPT BOARD MTGS         | 50.00              |         |
| 30642        | 10/10/08   | 12,132.96    | 909    | CLASSIC GRAPHICS              |             | 22535         | OUT RPR # 2308          | 7,324.40           |         |
|              |            |              |        |                               |             | 22612         | OUT RPR # 9819          | 4,808.56           |         |
| 30643        | 10/10/08   | 14,370.67    | 001124 | CLEAN ENERGY                  |             | 22681         | LNG/FLT                 | 14,370.67          |         |
| 30644        | 10/10/08   | 284.42       | 075    | COAST PAPER & SUPPLY INC.     |             | 22536         | CLEANING SUPPLIES       | 167.89             |         |
|              |            |              |        |                               |             | 22539         | CLEANING SUPPLIES       | 116.53             |         |
| 30645        | 10/10/08   | 139.28       | 002063 | COSTCO                        |             | 22501         | OFFICE SUPPLY/OPS       | 98.99              |         |
|              |            |              |        |                               |             | 22617         | PHOTO PROCESS/OPS       | 4.39               |         |
|              |            |              |        |                               |             | 22702         | PHOTO PROCESS/OPS       | 8.25               |         |
|              |            |              |        |                               |             | 22703         | PHOTO PROCESS/OPS       | 4.84               |         |
|              |            |              |        |                               |             | 22704         | PHOTO PROCESS/OPS       | 3.55               |         |
|              |            |              |        |                               |             | 22705         | PHOTO PROCESS/OPS       | 2.81               |         |
|              |            |              |        |                               |             | 22706         | PHOTO PROCESS/OPS       | 1.68               |         |
|              |            |              |        |                               |             | 22707         | PHOTO PROCESS/OPS       | 5.61               |         |
|              |            |              |        |                               |             | 22708         | PHOTO PROCESS/OPS       | 7.48               |         |
|              |            |              |        |                               |             | 22709         | PHOTO PROCESS/OPS       | 1.68               |         |
| 30646        | 10/10/08   | 1,520.38     | 001048 | CRUZ CAR WASH                 |             | 22878         | SEPT VEH WASH/PT        | 901.98             |         |
|              |            |              |        |                               |             | 22879         | AUG VEH WASH/PT         | 618.40             |         |
| 30647        | 10/10/08   | 1,683.52     | 504    | CUMMINS WEST, INC.            |             | 22626         | REV VEH PARTS           | 1,683.52           |         |
| 30648        | 10/10/08   | 723.21       | 001000 | DAIMLER BUSES N. AMERICA INC. |             | 22684         | REV VEH PARTS           | 215.48             |         |
|              |            |              |        |                               |             | 22695         | REV VEH PARTS           | 507.73             |         |
| 30649        | 10/10/08   | 279,907.44   | 154    | DEPARTMENT OF MOTOR VEHICLES  |             | 22927         | SALES TAX               | 34,988.43          |         |
|              |            |              |        |                               |             | 22928         | SALES TAX               | 34,988.43          |         |
|              |            |              |        |                               |             | 22929         | SALES TAX               | 34,988.43          |         |
|              |            |              |        |                               |             | 22930         | SALES TAX               | 34,988.43          |         |
|              |            |              |        |                               |             | 22931         | SALES TAX               | 34,988.43          |         |
|              |            |              |        |                               |             | 22932         | SALES TAX               | 34,988.43          |         |
|              |            |              |        |                               |             | 22933         | SALES TAX               | 34,988.43          |         |
|              |            |              |        |                               |             | 22934         | SALES TAX               | 34,988.43          |         |
| 30650        | 10/10/08   | 13,653.65    | 085    | DIXON & SON TIRE, INC.        |             | 22764         | TIRES & TUBES           | 437.52             |         |
|              |            |              |        |                               |             | 22767         | TIRES & TUBES           | 15.00              |         |

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
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|--------------|------------|--------------|--------|------------------------------|-------------|---------------|-------------------------|--------------------|---------|
|              |            |              |        |                              |             | 22768         | TIRES & TUBES           | 15.00              |         |
|              |            |              |        |                              |             | 22769         | TIRES & TUBES           | 421.71             |         |
|              |            |              |        |                              |             | 22770         | TIRES & TUBES           | 978.86             |         |
|              |            |              |        |                              |             | 22771         | TIRES & TUBES           | 1,678.68           |         |
|              |            |              |        |                              |             | 22772         | TIRES & TUBES           | 422.89             |         |
|              |            |              |        |                              |             | 22860         | TIRES & TUBES           | 2,114.47           |         |
|              |            |              |        |                              |             | 22861         | TIRES & TUBES           | 422.10             |         |
|              |            |              |        |                              |             | 22862         | TIRES & TUBES           | 326.29             |         |
|              |            |              |        |                              |             | 22863         | TIRES & TUBES           | 845.79             |         |
|              |            |              |        |                              |             | 22864         | TIRES & TUBES           | 2,110.49           |         |
|              |            |              |        |                              |             | 22865         | TIRES & TUBES           | 92.35              |         |
|              |            |              |        |                              |             | 22866         | TIRES & TUBES           | 421.71             |         |
|              |            |              |        |                              |             | 22867         | TIRES & TUBES           | 215.10             |         |
|              |            |              |        |                              |             | 22868         | TIRES & TUBES           | 1,625.75           |         |
|              |            |              |        |                              |             | 22869         | TIRES & TUBES           | 329.51             |         |
|              |            |              |        |                              |             | 22870         | TIRES & TUBES           | 652.57             |         |
|              |            |              |        |                              |             | 22871         | TIRES & TUBES           | 419.67             |         |
|              |            |              |        |                              |             | 22908         | TIRES & TUBES           | 108.19             |         |
| 30651        | 10/10/08   | 2,562.03     | 001492 | EVERGREEN OIL INC.           |             | 22613         | HAZ WASTE DISP          | 919.08             |         |
|              |            |              |        |                              |             | 22614         | HAZ WASTE DISP          | 1,642.95           |         |
| 30652        | 10/10/08   | 278.28       | 117    | GILLIG LLC                   |             | 22625         | REV VEH PARTS           | 125.43             |         |
|              |            |              |        |                              |             | 22694         | REV VEH PARTS           | 152.85             |         |
| 30653        | 10/10/08   | 179.93       | 282    | GRAINGER                     |             | 22755         | CLEANING SUPPLY/FLT     | 179.93             |         |
| 30654        | 10/10/08   | 100.00       | B021   | HAGEN, DONALD N.             | 7           | 22819         | SEPT BOARD MTGS         | 100.00             |         |
| 30655        | 10/10/08   | 60,472.19    | 001035 | HARRIS & ASSOCIATES          |             | 22798         | PROF SVCS THRU 8/31     | 60,472.19          |         |
| 30656        | 10/10/08   | 261.81       | E021   | HILTNER, THOMAS              |             | 22795         | EMPLOYEE TRAVEL         | 261.81             |         |
| 30657        | 10/10/08   | 50.00        | B006   | HINKLE, MICHELLE             | 7           | 22820         | SEPT BOARD MTGS         | 50.00              |         |
| 30658        | 10/10/08   | 469.38       | 166    | HOSE SHOP, THE               |             | 22779         | REPAIRS/MAINTENANCE     | 40.20              |         |
|              |            |              |        |                              |             | 22780         | REPAIRS/MAINTENANCE     | 276.48             |         |
|              |            |              |        |                              |             | 22781         | REV VEH PARTS           | 75.19              |         |
|              |            |              |        |                              |             | 22783         | REV VEH PARTS           | 24.25              |         |
|              |            |              |        |                              |             | 22784         | PARTS & SUPPLIES        | 53.26              |         |
| 30659        | 10/10/08   | 468.81       | 215    | IKON OFFICE SOLUTIONS        |             | 22937         | 6/20-9/22 MAINT/OPS     | 468.81             |         |
| 30660        | 10/10/08   | 1,920.00     | 878    | KELLY SERVICES, INC.         |             | 22876         | TEMP/OPS W/E 9/21       | 960.00             |         |
|              |            |              |        |                              |             | 22960         | TEMP/OPS W/E 9/28       | 960.00             |         |
| 30661        | 10/10/08   | 771.42       | 074    | KENVILLE LOCKSMITHS          | 7           | 22606         | SERVICE/METRO CENTER    | 753.95             |         |
|              |            |              |        |                              |             | 22607         | REPAIRS/MAINTENANCE     | 17.47              |         |
| 30662        | 10/10/08   | 900.00       | 852    | LAW OFFICES OF MARIE F. SANG | 7           | 22791         | WORK COMP FUND          | 135.00             |         |
|              |            |              |        |                              |             | 22792         | WORK COMP FUND          | 285.00             |         |
|              |            |              |        |                              |             | 22793         | WORK COMP FUND          | 300.00             |         |
|              |            |              |        |                              |             | 22794         | WORK COMP FUND          | 180.00             |         |
| 30663        | 10/10/08   | 650.00       | 764    | MERCURY METALS               |             | 22712         | RAMP REPAIR # 104       | 650.00             |         |
| 30664        | 10/10/08   | 119.26       | 001052 | MID VALLEY SUPPLY            |             | 22692         | CLEANING SUPPLIES       | 119.26             |         |
| 30665        | 10/10/08   | 707.26       | 041    | MISSION UNIFORM              |             | 22460         | UNIF/LAUNDRY/FAC        | 67.89              |         |
|              |            |              |        |                              |             | 22517         | UNIF/LAUNDRY/FLT        | 50.60              |         |
|              |            |              |        |                              |             | 22518         | UNIF/LAUNDRY/FLT        | 43.26              |         |
|              |            |              |        |                              |             | 22519         | UNIF/LAUNDRY/FLT        | 280.63             |         |
|              |            |              |        |                              |             | 22520         | UNIF/LAUNDRY/FLT        | 127.26             |         |
|              |            |              |        |                              |             | 22660         | UNIF/LAUNDRY/FAC        | 10.36              |         |
|              |            |              |        |                              |             | 22678         | UNIF/LAUNDRY/FLT        | 127.26             |         |

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|--------------|------------|--------------|--------|--------------------------------|-------------|---------------|-------------------------|--------------------|---------|
| 30666        | 10/10/08   | 203.40       | 001063 | NEW FLYER INDUSTRIES LIMITED   |             | 22811         | REV VEH PARTS           | 203.40             |         |
| 30667        | 10/10/08   | 1,694.01     | 002721 | NEXTEL COMMUNICATIONS          |             | 22786         | 8/26-9/25 PHONES/OPS    | 1,694.01           |         |
| 30668        | 10/10/08   | 50.00        | B020   | NICOL, KIRBY                   | 7           | 22821         | SEPT BOARD MTGS         | 50.00              |         |
| 30669        | 10/10/08   | 239.38       | 004    | NORTH BAY FORD LINC-MERCURY    |             | 22529         | OUT RPR # 715           | 239.38             |         |
| 30670        | 10/10/08   | 6,976.23     | 009    | PACIFIC GAS & ELECTRIC         |             | 22799         | 8/27-9/24 110 VERNON    | 1,780.77           |         |
|              |            |              |        |                                |             | 22800         | 8/27-9/24 1217 RIVER    | 63.88              |         |
|              |            |              |        |                                |             | 22801         | 8/27-9/25 1122 RIVER    | 53.43              |         |
|              |            |              |        |                                |             | 22802         | 8/27-9/24 1200 RIVER    | 1,294.99           |         |
|              |            |              |        |                                |             | 22938         | 8/26-9/24 111 DUBOIS    | 3,783.16           |         |
| 30671        | 10/10/08   | 887.00       | 950    | PARADISE LANDSCAPE INC         | 0           | 22842         | OCT MAINTENANCE         | 887.00             |         |
| 30672        | 10/10/08   | 150.00       | 481    | PIED PIPER EXTERMINATORS, INC. |             | 22662         | SEPT PEST CONTROL       | 48.50              |         |
|              |            |              |        |                                |             | 22663         | SEPT PEST CONTROL       | 48.50              |         |
|              |            |              |        |                                |             | 22664         | SEPT PEST CONTROL       | 53.00              |         |
| 30673        | 10/10/08   | 1,583.67     | 156    | PRINT GALLERY, THE             |             | 22925         | PRINTING/MTC            | 1,583.67           |         |
| 30674        | 10/10/08   | 118.20       | 061A   | REGISTER PAJARONIAN            |             | 22508         | CLASS ADV-PURCHASING    | 118.20             |         |
| 30675        | 10/10/08   | 100.00       | B011   | REILLY, EMILY                  | 7           | 22822         | SEPT BOARD MTGS         | 100.00             |         |
| 30676        | 10/10/08   | 30,551.84    | 904    | RNL DESIGN                     |             | 22957         | SVCS THRU 6/30 MB       | 23,738.52          |         |
|              |            |              |        |                                |             | 22958         | SVCS THRU 6/30 MB       | 2,155.92           |         |
|              |            |              |        |                                |             | 22959         | SVCS THRU 6/30 MB       | 4,657.40           |         |
| 30677        | 10/10/08   | 100.00       | B015   | ROTKIN, MIKE                   | 7           | 22823         | SEPT BOARD MTGS         | 100.00             |         |
| 30678        | 10/10/08   | 24,738.98    | 966    | S.C. FUELS                     | 0           | 22698         | DEISEL/FLT              | 24,738.98          |         |
| 30679        | 10/10/08   | 1,083.82     | 018    | SALINAS VALLEY FORD SALES      |             | 22528         | REV VEH PARTS           | 1,083.82           |         |
| 30680        | 10/10/08   | 1,403.36     | 002713 | SANTA CRUZ AUTO TECH, INC.     |             | 22909         | OUT RPR # 319           | 1,403.36           |         |
| 30681        | 10/10/08   | 140.44       | 135    | SANTA CRUZ AUTO PARTS, INC.    |             | 22513         | REV VEH PARTS           | 9.82               |         |
|              |            |              |        |                                |             | 22515         | PARTS & SUPPLIES        | 39.79              |         |
|              |            |              |        |                                |             | 22516         | PARTS & SUPPLIES        | 33.65              |         |
|              |            |              |        |                                |             | 22534         | PARTS & SUPPLIES        | 57.18              |         |
| 30682        | 10/10/08   | 9,672.58     | 079    | SANTA CRUZ MUNICIPAL UTILITIES |             | 22942         | 8/22-9/18 ENCINAL       | 863.33             |         |
|              |            |              |        |                                |             | 22943         | 8/22-9/18 ENCINAL       | 183.13             |         |
|              |            |              |        |                                |             | 22944         | 8/22-9/18 GOLF CLUB     | 988.06             |         |
|              |            |              |        |                                |             | 22945         | 8/23-9/18 PACIFIC       | 92.32              |         |
|              |            |              |        |                                |             | 22946         | 8/23-9/18 PACIFIC       | 2,536.68           |         |
|              |            |              |        |                                |             | 22947         | 8/22-9/18 1200 RIVER    | 2,777.15           |         |
|              |            |              |        |                                |             | 22948         | 8/22-9/18 VERNON        | 403.34             |         |
|              |            |              |        |                                |             | 22949         | 8/22-9/18 VERNON        | 95.89              |         |
|              |            |              |        |                                |             | 22950         | 8/22-9/18 111 DUBOIS    | 128.90             |         |
|              |            |              |        |                                |             | 22951         | 8/22-9/18 RIVER         | 825.56             |         |
|              |            |              |        |                                |             | 22952         | 8/22-9/18 GOLF CLUB     | 99.58              |         |
|              |            |              |        |                                |             | 22953         | 8/22-9/18 1217 RIVER    | 291.32             |         |
|              |            |              |        |                                |             | 22954         | 8/22-9/18 111 DUBOIS    | 387.32             |         |
| 30683        | 10/10/08   | 711.00       | 174    | SAYLOR & HILL COMPANY          |             | 22828         | 11/08-11/09 RENEWAL     | 711.00             |         |
| 30684        | 10/10/08   | 2,500.00     | 002267 | SHAW & YODER, INC.             |             | 22787         | SEPT LEGISLATIVE SVC    | 2,500.00           |         |
| 30685        | 10/10/08   | 100.00       | B012   | SPENCE, PAT                    | 7           | 22824         | SEPT BOARD MTGS         | 100.00             |         |
| 30686        | 10/10/08   | 50.00        | B017   | STONE, MARK                    | 7           | 22825         | SEPT BOARD MTGS         | 50.00              |         |
| 30687        | 10/10/08   | 844.35       | 001800 | THERMO KING OF SALINAS, INC    |             | 22897         | PARTS & SUPPLIES        | 844.35             |         |
| 30688        | 10/10/08   | 470.46       | 002504 | TIFCO INDUSTRIES               |             | 22848         | PARTS & SUPPLIES        | 376.22             |         |
|              |            |              |        |                                |             | 22849         | PARTS & SUPPLIES        | 94.24              |         |
| 30689        | 10/10/08   | 29.33        | 007    | UNITED PARCEL SERVICE          |             | 22939         | FRT OUT/FLT             | 29.33              |         |
| 30690        | 10/10/08   | 10.83        | 946    | UNITED SITE SERVICES           |             | 22785         | FENCE RENT/DUBOIS       | 10.83              |         |
| 30691        | 10/10/08   | 1,558.36     | 002829 | VALLEY POWER SYSTEMS, INC.     |             | 22537         | REV VEH PARTS           | 23.58              |         |

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 CHECK JOURNAL DETAIL BY CHECK NUMBER  
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DATE: 10/01/08 THRU 10/31/08

| CHECK NUMBER | CHECK DATE | CHECK AMOUNT | VENDOR | VENDOR NAME                     | VENDOR TYPE | TRANS. NUMBER | TRANSACTION DESCRIPTION | TRANSACTION AMOUNT | COMMENT |
|--------------|------------|--------------|--------|---------------------------------|-------------|---------------|-------------------------|--------------------|---------|
|              |            |              |        |                                 |             | 22605         | REV VEH PARTS           | 1,534.78           |         |
| 30692        | 10/10/08   | 25.00        | T170   | VASSEUR, AIMEE                  |             | 22961         | S&D MONTH PASS (OCT)    | 25.00              |         |
| 30693        | 10/10/08   | 91.68        | 436    | WEST PAYMENT CENTER             |             | 22753         | CA 08 CIVIL TRIAL       | 91.68              |         |
| 30694        | 10/10/08   | 2,662.50     | 001160 | WESTERN ROOFING SERVICE         |             | 22624         | OPS/ROOF                | 2,662.50           |         |
| 30695        | 10/10/08   | 108.67       | 042    | WFCB-OSH COMMERCIAL SERVICES    |             | 22851         | REPAIRS/MAINTENANCE     | 48.51              |         |
|              |            |              |        |                                 |             | 22852         | REPAIRS/MAINTENANCE     | 6.20               |         |
|              |            |              |        |                                 |             | 22853         | REPAIRS/MAINTENANCE     | 20.55              |         |
|              |            |              |        |                                 |             | 22854         | REPAIRS/MAINTENANCE     | 34.24              |         |
|              |            |              |        |                                 |             | 22855         | CASH BACK CREDIT        | -0.83              |         |
| 30696        | 10/10/08   | 194.06       | 186    | WILSON, GEORGE H., INC.         |             | 22514         | REPAIRS/MAINTENANCE     | 194.06             |         |
| 30697        | 10/10/08   | 116.69       | 147    | ZEE MEDICAL SERVICE CO.         |             | 22894         | SAFETY SUPPLIES         | 116.69             |         |
| 30698        | 10/17/08   | 365.00       | 001016 | ALLARD'S SEPTIC SERVICE         | 7           | 22971         | HAZ WASTE DISP          | 365.00             |         |
| 30699        | 10/17/08   | 166.59       | 001    | AT&T                            |             | 23033         | SEPT PHONES/ OPS        | 166.59             |         |
| 30700        | 10/17/08   | 510.66       | 876    | ATCHISON, BARILSONE, CONDOTTI & | 7           | 23093         | LEGAL SVCS/425 FRONT    | 510.66             |         |
| 30701        | 10/17/08   | 513.33       | 247    | AUTOMATIC DOOR SYSTEMS, INC.    |             | 23100         | SERVICE/PACIFIC         | 523.81             |         |
|              |            |              |        |                                 |             |               | DISCOUNT TAKEN          | -10.48             |         |
| 30702        | 10/17/08   | 120.00       | E438   | AVILES, PATRICIA                |             | 23095         | TRAVEL ADVANCE          | 120.00             |         |
| 30703        | 10/17/08   | 575.00       | 478    | BEE CLENE                       | 0           | 22843         | CARPET/VERNON           | 575.00             |         |
| 30704        | 10/17/08   | 774.00       | 011    | BEWLEYS CLEANING                | 7           | 22816         | JANITORIAL/PT           | 774.00             |         |
| 30705        | 10/17/08   | 800.00       | 616    | BROWN ARMSTRONG                 |             | 23085         | 08 AUDIT SERVICES       | 800.00             |         |
| 30706        | 10/17/08   | 475.00       | 002034 | CARLON'S FIRE EXTINGUISHER      |             | 22759         | CERT SPRINKLER/MTC      | 475.00             |         |
| 30707        | 10/17/08   | 1,610.00     | 002627 | CDW GOVERNMENT, INC.            |             | 22829         | ADOBE LICENSE           | 1,610.00           |         |
| 30708        | 10/17/08   | 10.80        | 172    | CENTRAL WELDER'S SUPPLY, INC.   |             | 22893         | CYLINDER/FLT            | 10.80              |         |
| 30709        | 10/17/08   | 862.76       | 001346 | CITY OF SANTA CRUZ              |             | 22962         | SEPT LANDFILL           | 27.38              |         |
|              |            |              |        |                                 |             | 23094         | INSP SVCS/MB            | 835.38             |         |
| 30710        | 10/17/08   | 1,802.38     | 909    | CLASSIC GRAPHICS                |             | 22687         | OUT RPR # 2305          | 1,802.38           |         |
| 30711        | 10/17/08   | 17,102.26    | 001124 | CLEAN ENERGY                    |             | 22887         | 9/27 LNG/FLT            | 8,671.06           |         |
|              |            |              |        |                                 |             | 22888         | 9/24 LNG/FLT            | 8,431.20           |         |
| 30712        | 10/17/08   | 70.00        | 001084 | CLUTCH COURIERS                 |             | 23083         | PROF SVCS/RISK          | 70.00              |         |
| 30713        | 10/17/08   | 502.90       | 002870 | COLE SUPPLY COMPANY, INC.       |             | 22850         | CLEANING SUPPLIES       | 502.90             |         |
| 30714        | 10/17/08   | 36,073.72    | 002569 | COMERICA BANK                   |             | 22790         | WORK COMP FUND          | 36,073.72          |         |
| 30715        | 10/17/08   | 4.31         | 002063 | COSTCO                          |             | 22872         | PHOTO PROCESS/OPS       | 4.31               |         |
| 30716        | 10/17/08   | 1.14         | 504    | CUMMINS WEST, INC.              |             | 22760         | PARTS & SUPPLIES        | 1.14               |         |
| 30717        | 10/17/08   | 4,559.35     | 085    | DIXON & SON TIRE, INC.          |             | 22881         | TIRES & TUBES           | 224.71             |         |
|              |            |              |        |                                 |             | 22882         | TIRES & TUBES           | 326.29             |         |
|              |            |              |        |                                 |             | 22883         | TIRES & TUBES           | 643.93             |         |
|              |            |              |        |                                 |             | 22884         | TIRES & TUBES           | 828.34             |         |
|              |            |              |        |                                 |             | 22885         | TIRES & TUBES           | 1,267.57           |         |
|              |            |              |        |                                 |             | 22886         | TIRES & TUBES           | 192.51             |         |
|              |            |              |        |                                 |             | 22889         | TIRES & TUBES           | 422.10             |         |
|              |            |              |        |                                 |             | 22907         | TIRES & TUBES           | 653.90             |         |
| 30718        | 10/17/08   | 500.00       | 002862 | ECOLOGICAL CONCERNS INC.        |             | 23091         | WATER DRAINAGE/MB       | 500.00             |         |
| 30719        | 10/17/08   | 88.40        | 298    | ERGOMETRICS                     |             | 22673         | SCORING SERVICES        | 88.40              |         |
| 30720        | 10/17/08   | 93.75        | 001492 | EVERGREEN OIL INC.              |             | 22757         | HAZ WASTE DISP          | 93.75              |         |
| 30721        | 10/17/08   | 69.18        | 001172 | FERGUSON ENTERPRISES INC.       |             | 22777         | REPAIRS/MAINTENANCE     | 12.01              |         |
|              |            |              |        |                                 |             | 22778         | REPAIRS/MAINTENANCE     | 57.17              |         |
| 30722        | 10/17/08   | 930.35       | 647    | GFI GENFARE                     |             | 22803         | REV VEH PARTS           | 101.29             |         |
|              |            |              |        |                                 |             | 22857         | REV VEH PARTS           | 142.37             |         |
|              |            |              |        |                                 |             | 22989         | REV VEH PARTS           | 686.69             |         |
| 30723        | 10/17/08   | 2,007.43     | 117    | GILLIG LLC                      |             | 22810         | REV VEH PARTS           | 2,007.43           |         |

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| CHECK NUMBER | CHECK DATE | CHECK AMOUNT | VENDOR | VENDOR NAME                    | VENDOR TYPE | TRANS. NUMBER | TRANSACTION DESCRIPTION | TRANSACTION AMOUNT | COMMENT |
|--------------|------------|--------------|--------|--------------------------------|-------------|---------------|-------------------------|--------------------|---------|
| 30724        | 10/17/08   | 874.12       | 001029 | GOLDEN GATE SYSTEMS            | 0           | 22830         | OFFICE SUPPLY/IT        | 874.12             |         |
| 30725        | 10/17/08   | 1,059.27     | 001097 | GREENWASTE RECOVERY, INC.      |             | 23054         | SEPT GARB/KINS VLG      | 174.55             |         |
|              |            |              |        |                                |             | 23057         | OCT-DEC GARB/BIG BSN    | 52.50              |         |
|              |            |              |        |                                |             | 23058         | OCT-DEC GARB/FREEDOM    | 52.50              |         |
|              |            |              |        |                                |             | 23059         | OCT-DEC GARB/FREEDOM    | 52.50              |         |
|              |            |              |        |                                |             | 23060         | OCT-DEC GARB/LOMOND     | 52.50              |         |
|              |            |              |        |                                |             | 23061         | SEPT GARB/MT HERMON     | 70.45              |         |
|              |            |              |        |                                |             | 23062         | OCT-DEC GARB/SOQUEL     | 52.50              |         |
|              |            |              |        |                                |             | 23063         | OCT-DEC GARB/SOQUEL     | 52.50              |         |
|              |            |              |        |                                |             | 23064         | SEPT GARB/GREEN VLY     | 26.25              |         |
|              |            |              |        |                                |             | 23065         | OCT-DEC GARB/HWY 17     | 157.50             |         |
|              |            |              |        |                                |             | 23066         | OCT-DEC GARB/FREEDOM    | 105.00             |         |
|              |            |              |        |                                |             | 23067         | SEPT GARB/RESEARCH      | 210.52             |         |
| 30726        | 10/17/08   | 474.42       | 001198 | HARLAND                        |             | 23010         | AP CHECKS/FINANCE       | 474.42             |         |
| 30727        | 10/17/08   | 89.87        | 510A   | HASLER, INC.                   |             | 23069         | 11/1-11/30 RENTAL       | 41.04              |         |
|              |            |              |        |                                |             | 23092         | 11/1-11/30 RENTL/ADM    | 48.83              |         |
| 30728        | 10/17/08   | 43.73        | 166    | HOSE SHOP, THE                 |             | 22782         | PARTS & SUPPLIES        | 18.67              |         |
|              |            |              |        |                                |             | 22970         | REV VEH PARTS           | 25.06              |         |
| 30729        | 10/17/08   | 189.73       | 001163 | INNERWORKINGS, INC             |             | 22987         | FUEL CARDS              | 189.73             |         |
| 30730        | 10/17/08   | 122.50       | 001093 | KROLL LABORATORY SPECIALISTS   |             | 23002         | DRUG TESTS              | 122.50             |         |
| 30731        | 10/17/08   | 30.00        | 880    | LEXISNEXIS                     |             | 23013         | PROF/TECH SVC/RISK      | 30.00              |         |
| 30732        | 10/17/08   | 1,148.42     | 001052 | MID VALLEY SUPPLY              |             | 22691         | CLEANING SUPPLIES       | 665.86             |         |
|              |            |              |        |                                |             | 22805         | CLEANING SUPPLIES       | 422.93             |         |
|              |            |              |        |                                |             | 22856         | CLEANING SUPPLIES       | 59.63              |         |
| 30733        | 10/17/08   | 496.05       | 041    | MISSION UNIFORM                |             | 22661         | UNIF/LAUNDRY/FAC        | 69.60              |         |
|              |            |              |        |                                |             | 22676         | UNIF/LAUNDRY/FLT        | 299.17             |         |
|              |            |              |        |                                |             | 22677         | UNIF/LAUNDRY/FLT        | 50.60              |         |
|              |            |              |        |                                |             | 22679         | UNIF/LAUNDRY/FLT        | 43.26              |         |
|              |            |              |        |                                |             | 22898         | UNIF/LAUNDRY/PT         | 33.42              |         |
| 30734        | 10/17/08   | 14,300.82    | 002891 | NCLN20, INC.                   |             | 23078         | SEPT SECURITY/OPS       | 14,300.82          |         |
| 30735        | 10/17/08   | 1,378.33     | 002721 | NEXTEL COMMUNICATIONS          |             | 23077         | 9/4-10/3 PHONES/PT      | 1,378.33           |         |
| 30736        | 10/17/08   | 25.37        | 004    | NORTH BAY FORD LINC-MERCURY    |             | 22689         | REV VEH PARTS           | 25.37              |         |
| 30737        | 10/17/08   | 4,983.50     | 009    | PACIFIC GAS & ELECTRIC         |             | 22977         | 8/29-9/29 PACIFIC       | 2,286.45           |         |
|              |            |              |        |                                |             | 23048         | 8/23-10/3 KINGS VLG     | 2,697.05           |         |
| 30738        | 10/17/08   | 1,658.82     | 043    | PALACE ART & OFFICE SUPPLY     |             | 22666         | OFFICE SUPPLIES/FIN     | 111.01             |         |
|              |            |              |        |                                |             | 22754         | OFFICE SUPPLY/LGL       | 9.37               |         |
|              |            |              |        |                                |             | 22796         | OFFICE SUPPLY/ADM       | 37.95              |         |
|              |            |              |        |                                |             | 22797         | OFFICE SUPPLY           | 455.57             |         |
|              |            |              |        |                                |             | 22841         | OFFICE SUPPLIES/FAC     | 28.16              |         |
|              |            |              |        |                                |             | 22877         | OFFICE SUPPLY/OPS       | 99.80              |         |
|              |            |              |        |                                |             | 22926         | OFFICE SUPPLIES/MTC     | 3.43               |         |
|              |            |              |        |                                |             | 22941         | OFFICE SUPPLIES/FLT     | 596.49             |         |
|              |            |              |        |                                |             | 22955         | CREDIT MEMO             | -5.01              |         |
|              |            |              |        |                                |             | 23003         | OFFICE SUPPLY/HRD       | 46.07              |         |
|              |            |              |        |                                |             | 23012         | OFFICE SUPPLY-LGL       | 45.01              |         |
|              |            |              |        |                                |             | 23044         | OFFICE SUPPLIES/PT      | 230.97             |         |
| 30739        | 10/17/08   | 70.00        | 481    | PIED PIPER EXTERMINATORS, INC. |             | 22993         | SEPT PEST CONTROL       | 70.00              |         |
| 30740        | 10/17/08   | 86.85        | 107A   | PROBUILD                       |             | 22685         | REPAIRS/MAINTENANCE     | 58.58              |         |
|              |            |              |        |                                |             | 22761         | REPAIRS/MAINTENANCE     | 10.73              |         |
|              |            |              |        |                                |             | 22807         | REPAIRS/MAINTENANCE     | 17.54              |         |

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
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| CHECK NUMBER | CHECK DATE | CHECK AMOUNT | VENDOR | VENDOR NAME                    | TRANS. TYPE | TRANS. NUMBER | TRANSACTION DESCRIPTION | TRANSACTION AMOUNT | COMMENT |
|--------------|------------|--------------|--------|--------------------------------|-------------|---------------|-------------------------|--------------------|---------|
| 30741        | 10/17/08   | 640.01       | 001236 | RENAISSANCE ESERALDA RESORT    |             | 23089         | 10/27-10/29/AVILES      | 426.67             | VOIDED  |
|              |            |              |        |                                |             | 23090         | 10/27-10/29/SLATER      | 213.34             |         |
| 30741        | 10/17/08   | -640.01      | 001236 | RENAISSANCE ESERALDA RESORT    |             | 23089         | 10/27-10/29/AVILES      | -426.67            | **VOID  |
|              |            |              |        |                                |             | 23090         | 10/27-10/29/SLATER      | -213.34            |         |
| 30742        | 10/17/08   | 24,122.50    | 966    | S.C. FUELS                     | 0           | 22775         | 09/26 LNG/FLT           | 24,122.50          |         |
| 30743        | 10/17/08   | 3,011.10     | 018    | SALINAS VALLEY FORD SALES      |             | 22690         | REV VEH PARTS           | 3,011.10           |         |
| 30744        | 10/17/08   | 1,091.05     | 002713 | SANTA CRUZ AUTO TECH, INC.     |             | 22905         | OUT RPR # 205           | 285.76             |         |
|              |            |              |        |                                |             | 22910         | OIL CHANGE              | 59.20              |         |
|              |            |              |        |                                |             | 22911         | OIL CHANGE              | 59.20              |         |
|              |            |              |        |                                |             | 22912         | OIL CHANGE              | 59.20              |         |
|              |            |              |        |                                |             | 22913         | OIL CHANGE              | 59.20              |         |
|              |            |              |        |                                |             | 22914         | OIL CHANGE              | 59.20              |         |
|              |            |              |        |                                |             | 22915         | OIL CHANGE              | 59.20              |         |
|              |            |              |        |                                |             | 22916         | OIL CHANGE              | 50.01              |         |
|              |            |              |        |                                |             | 22917         | OIL CHANGE              | 50.01              |         |
|              |            |              |        |                                |             | 22918         | OIL CHANGE              | 50.01              |         |
|              |            |              |        |                                |             | 22919         | OIL CHANGE              | 50.01              |         |
|              |            |              |        |                                |             | 22920         | OIL CHANGE              | 50.01              |         |
|              |            |              |        |                                |             | 22921         | OIL CHANGE              | 50.01              |         |
|              |            |              |        |                                |             | 22922         | OIL CHANGE              | 50.01              |         |
|              |            |              |        |                                |             | 22923         | OIL CHANGE              | 50.01              |         |
|              |            |              |        |                                |             | 22924         | OIL CHANGE              | 50.01              |         |
| 30745        | 10/17/08   | 428.85       | 135    | SANTA CRUZ AUTO PARTS, INC.    |             | 22693         | PARTS & SUPPLIES        | 17.22              |         |
|              |            |              |        |                                |             | 22762         | REV VEH PARTS           | 134.42             |         |
|              |            |              |        |                                |             | 22763         | REV VEH PARTS           | 120.00             |         |
|              |            |              |        |                                |             | 22808         | OTH MOB SUPPLIES        | 25.11              |         |
|              |            |              |        |                                |             | 22809         | OTH MOB SUPPLIES        | 12.55              |         |
|              |            |              |        |                                |             | 22837         | EMP TOOLS               | 108.48             |         |
|              |            |              |        |                                |             | 22900         | REV VEH PARTS           | 11.07              |         |
| 30746        | 10/17/08   | 227.22       | 079    | SANTA CRUZ MUNICIPAL UTILITIES |             | 22972         | 7/26-9/23 RESEARCH      | 227.22             |         |
| 30747        | 10/17/08   | 3,413.00     | 001976 | SPORTWORKS NORTHWEST, INC.     |             | 22756         | REV VEH PARTS           | 3,413.00           |         |
| 30748        | 10/17/08   | 686.22       | 080A   | STATE BOARD OF EQUALIZATION    |             | 23084         | JUL-SEPT 08 FUEL TAX    | 686.22             |         |
| 30749        | 10/17/08   | 17,055.82    | 001648 | STEVE'S UNION SERVICE          |             | 22903         | SEPT FUEL/PT            | 17,055.82          |         |
| 30750        | 10/17/08   | 3,012.41     | 002805 | TELEPATH CORPORATION           |             | 22686         | VCR INSTALL/OPS         | 305.00             |         |
|              |            |              |        |                                |             | 22804         | OCT MAINT/RPRS          | 2,707.41           |         |
| 30751        | 10/17/08   | 1,533.69     | 001800 | THERMO KING OF SALINAS, INC    |             | 22896         | REV VEH PARTS           | 1,533.69           |         |
| 30752        | 10/17/08   | 443.76       | 170    | TOWNSEND'S AUTO PARTS          |             | 22983         | CLEANING SUPPLIES       | 215.52             |         |
|              |            |              |        |                                |             | 22996         | REV VEH PARTS           | 170.30             |         |
|              |            |              |        |                                |             | 22997         | REV VEH PARTS           | 57.94              |         |
| 30753        | 10/17/08   | 11,484.39    | 057    | U.S. BANK                      |             | 23096         | 4246044555645971        | 5,096.42           |         |
|              |            |              |        |                                |             | 23097         | 4246044555645971        | 2,352.90           |         |
|              |            |              |        |                                |             | 23098         | 4246044555645971        | 3,496.00           |         |
|              |            |              |        |                                |             | 23099         | 4246044555645971        | 539.07             |         |
| 30754        | 10/17/08   | 52.29        | 007    | UNITED PARCEL SERVICE          |             | 23025         | FRT OUT/FLT             | 52.29              |         |
| 30755        | 10/17/08   | 295,717.45   | 002829 | VALLEY POWER SYSTEMS, INC.     |             | 22812         | REV VEH PARTS           | 33.70              |         |
|              |            |              |        |                                |             | 22813         | REV VEH PARTS           | 150.12             |         |
|              |            |              |        |                                |             | 22815         | REV VEH PARTS           | 74.82              |         |
|              |            |              |        |                                |             | 22969         | REV VEH PARTS           | 3,494.39           |         |
|              |            |              |        |                                |             | 23080         | 95% BUS 2305            | 145,982.21         |         |
|              |            |              |        |                                |             | 23081         | 95% BUS 2301            | 145,982.21         |         |

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
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DATE: 10/01/08 THRU 10/31/08

| CHECK NUMBER | CHECK DATE | CHECK AMOUNT | VENDOR | VENDOR NAME                    | VENDOR TYPE | TRANS. NUMBER | TRANSACTION DESCRIPTION | TRANSACTION AMOUNT | COMMENT |
|--------------|------------|--------------|--------|--------------------------------|-------------|---------------|-------------------------|--------------------|---------|
| 30756        | 10/17/08   | 695.98       | 001986 | WAGER CO., INC. ROBERT         |             | 22758         | OUT RPR EQUIP           | 695.98             |         |
| 30757        | 10/17/08   | 2,571.99     | 001223 | WATSONVILLE CADILLAC, BUICK,   |             | 22901         | REV VEH PARTS           | 4,467.29           |         |
|              |            |              |        |                                |             | 22902         | REV VEH PARTS           | 52.61              |         |
|              |            |              |        |                                |             | 23036         | CREDIT NOTE             | -1,947.91          |         |
| 30758        | 10/17/08   | 70.00        | 682    | WEISS, AMY L.                  | 7           | 22788         | SEPT INTERPRETER        | 70.00              |         |
| 30759        | 10/17/08   | 8,536.34     | 001506 | WESTERN STATES OIL CO., INC.   |             | 22895         | 9/29 FUEL/LUB/FLT       | 8,536.34           |         |
| 30760        | 10/17/08   | 260.30       | 147    | ZEE MEDICAL SERVICE CO.        |             | 22994         | SAFETY SUPPLIES         | 79.37              |         |
|              |            |              |        |                                |             | 23027         | SAFETY SUPPLIES         | 82.30              |         |
|              |            |              |        |                                |             | 23055         | SAFETY SUPPLIES         | 98.63              |         |
| 30761M       | 10/16/08   | 55.00        | R535   | MERCED ATTORNEY SERVICES       |             | 23101         | PROF SVCS/RISK          | 55.00              | MANUAL  |
|              |            |              |        | PROF SVCS/RISK                 |             |               |                         |                    |         |
| 30762M       | 10/15/08   | 426.67       | 001236 | RENAISSANCE ESMERALDA RESORT   |             | 23102         | 10/27-10/29/AVILES      | 426.67             | MANUAL  |
|              |            |              |        | 10/27-10/29/AVILES             |             |               |                         |                    |         |
| 30763M       | 10/15/08   | 213.34       | 001236 | RENAISSANCE ESMERALDA RESORT   |             | 23103         | 10/27-10/29/SLATER      | 213.34             | MANUAL  |
|              |            |              |        | 10/27-10/29/SLATER             |             |               |                         |                    |         |
| 30764        | 10/24/08   | 3,572.46     | 002509 | ACCONTEMP                      |             | 23197         | TEMP/OPS W/E 10/3       | 1,949.10           |         |
|              |            |              |        |                                |             | 23224         | TEMP/OPS W/E 10/3       | 1,623.36           |         |
| 30765        | 10/24/08   | 346.16       | 020    | ADT SECURITY SERVICES INC.     |             | 23141         | NOV ALARMS              | 64.46              |         |
|              |            |              |        |                                |             | 23145         | NOV ALARMS              | 83.77              |         |
|              |            |              |        |                                |             | 23146         | NOV ALARMS              | 46.66              |         |
|              |            |              |        |                                |             | 23147         | NOV ALARMS              | 46.66              |         |
|              |            |              |        |                                |             | 23148         | NOV ALARMS              | 61.90              |         |
|              |            |              |        |                                |             | 23149         | NOV ALARMS              | 42.71              |         |
| 30766        | 10/24/08   | 183.09       | 294    | ANDY'S AUTO SUPPLY             | 0           | 22985         | PARTS & SUPPLIES        | 140.77             |         |
|              |            |              |        |                                |             | 22986         | PARTS & SUPPLIES        | 42.32              |         |
| 30767        | 10/24/08   | 481.52       | 001    | AT&T                           |             | 23126         | REPEATERS/OPS           | 396.42             |         |
|              |            |              |        |                                |             | 23178         | REPEATER/OPS            | 85.10              |         |
| 30768        | 10/24/08   | 15,877.34    | 664    | BAY COUNTIES PITCOCK PETROLEUM |             | 23121         | NEW TANK FILL/GOLF      | 11,917.84          |         |
|              |            |              |        |                                |             | 23123         | FUEL & LUBE             | 3,959.50           |         |
| 30769        | 10/24/08   | 31.68        | 123    | BAY PHOTO LAB                  |             | 23045         | PHOTO PROCESS/PT        | 18.48              |         |
|              |            |              |        |                                |             | 23046         | PHOTO PROCESS/PT        | 13.20              |         |
| 30770        | 10/24/08   | 435.00       | 478    | BEE CLENE                      | 0           | 22844         | CARPET/RESEARCH PARK    | 435.00             |         |
| 30771        | 10/24/08   | 5,000.00     | 001365 | BORTNICK, ROBERT S. & ASSOC.   | 7           | 23196         | CALL STOP SURVEY        | 5,000.00           |         |
| 30772        | 10/24/08   | 304.12       | 002189 | BUS & EQUIPMENT                |             | 23074         | REV VEH PARTS           | 304.12             |         |
| 30773        | 10/24/08   | 436,286.53   | 502    | CA PUBLIC EMPLOYEES'           |             | 23212         | NOV MEDICAL INS         | 436,286.53         |         |
| 30774        | 10/24/08   | 5,000.00     | 002346 | CHANEY, CAROLYN & ASSOC., INC. |             | 22789         | OCT LEGISLATIVE SVC     | 5,000.00           |         |
| 30775        | 10/24/08   | 10.63        | 130    | CITY OF WATSONVILLE UTILITIES  |             | 23151         | 9/1-10/1 RODRIGUEZ      | 10.63              |         |
| 30776        | 10/24/08   | 4,806.28     | 909    | CLASSIC GRAPHICS               |             | 22995         | OUT RPR # 9804          | 4,806.28           |         |
| 30777        | 10/24/08   | 7.80         | 002063 | COSTCO                         |             | 22999         | PHOTO PROCESS/OPS       | 3.88               |         |
|              |            |              |        |                                |             | 23000         | PHOTO PROCESS/OPS       | 2.24               |         |
|              |            |              |        |                                |             | 23001         | PHOTO PROCESS/OPS       | 1.68               |         |
| 30778        | 10/24/08   | 7.50         | 418    | COUNTY OF SANTA CRUZ           |             | 23127         | CNG/FLT                 | 7.50               |         |
| 30779        | 10/24/08   | 7,025.23     | 001316 | DEVCO OIL                      |             | 23222         | 9/16-9/30 FUEL/FLT      | 3,521.24           |         |
|              |            |              |        |                                |             | 23223         | 9/30-10/15 FUEL/FLT     | 3,503.99           |         |
| 30780        | 10/24/08   | 4,116.54     | 085    | DIXON & SON TIRE, INC.         |             | 22978         | TIRES & TUBES           | 15.00              |         |
|              |            |              |        |                                |             | 22979         | TIRES & TUBES           | 421.71             |         |
|              |            |              |        |                                |             | 22980         | TIRES & TUBES           | 464.50             |         |
|              |            |              |        |                                |             | 22981         | TIRES & TUBES           | 419.67             |         |
|              |            |              |        |                                |             | 22982         | TIRES & TUBES           | 2,112.62           |         |
|              |            |              |        |                                |             | 23072         | TIRES & TUBES           | 109.38             |         |

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
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| CHECK NUMBER | CHECK DATE | CHECK AMOUNT | VENDOR | VENDOR NAME                  | TRANS. TYPE | TRANS. NUMBER | TRANSACTION DESCRIPTION | TRANSACTION AMOUNT | COMMENT |
|--------------|------------|--------------|--------|------------------------------|-------------|---------------|-------------------------|--------------------|---------|
|              |            |              |        |                              |             | 23073         | TIRES & TUBES           | 573.66             |         |
| 30781        | 10/24/08   | 120.00       | T171   | FAMBRINI, ERNESTINE          |             | 23161         | 40 UNUSED PT COUPONS    | 120.00             |         |
| 30782        | 10/24/08   | 89.75        | 372    | FEDERAL EXPRESS              |             | 23210         | SHIPPING                | 89.75              |         |
| 30783        | 10/24/08   | 60.00        | 002295 | FIRST ALARM                  |             | 23213         | SEPT SERVICES           | 60.00              |         |
| 30784        | 10/24/08   | 44.00        | E508   | GILBERT, MARTIN              |             | 23195         | DMV FEES                | 44.00              |         |
| 30785        | 10/24/08   | 78.56        | 711    | GLASS DOCTOR                 | 7           | 23128         | REV VEH PARTS           | 78.56              |         |
| 30786        | 10/24/08   | 29,000.00    | 002116 | HINSHAW, EDWARD & BARBARA    | 7           | 23218         | 370 ENCINAL RENT        | 29,000.00          |         |
| 30787        | 10/24/08   | 231.11       | 166    | HOSE SHOP, THE               |             | 22964         | REPAIRS/MAINTENANCE     | 140.62             |         |
|              |            |              |        |                              |             | 22965         | REPAIRS/MAINTENANCE     | 21.24              |         |
|              |            |              |        |                              |             | 22966         | REPAIRS/MAINTENANCE     | 54.95              |         |
|              |            |              |        |                              |             | 22967         | PARTS & SUPPLIES        | 14.30              |         |
| 30788        | 10/24/08   | 80.07        | 001209 | IKON FINANCIAL SERVICES      |             | 23226         | PROPERTY TAX/01/08      | 80.07              |         |
| 30789        | 10/24/08   | 729.29       | 215    | IKON OFFICE SOLUTIONS        |             | 23214         | 6/26-10/7 MAINT/PT      | 729.29             |         |
| 30790        | 10/24/08   | 15,308.20    | 002117 | IULIANO                      | 7           | 23219         | 111 DUBOIS RENT         | 12,036.59          |         |
|              |            |              |        |                              |             | 23220         | 115 DUBOIS RENT         | 3,271.61           |         |
| 30791        | 10/24/08   | 2,820.54     | 110    | JESSICA GROCERY STORE, INC.  |             | 23215         | CUSTODIAL SERVICES      | 2,820.54           |         |
| 30792        | 10/24/08   | 1,558.86     | 878    | KELLY SERVICES, INC.         |             | 23193         | TEMP/OPS W/E 10/5       | 768.00             |         |
|              |            |              |        |                              |             | 23194         | BACKGROUND CHECK        | 22.86              |         |
|              |            |              |        |                              |             | 23225         | TEMP/OPS W/E 10/12      | 768.00             |         |
| 30793        | 10/24/08   | 51.43        | 036    | KELLY-MOORE PAINT CO., INC.  |             | 22935         | REPAIRS/MAINTENANCE     | 51.43              |         |
| 30794        | 10/24/08   | 1,781.14     | 039    | KINKO'S INC.                 |             | 23155         | PRINTING/MTC            | 1,781.14           |         |
| 30795        | 10/24/08   | 1,407.05     | 001119 | MACERICH PARTNERSHIP LP      | 7           | 23217         | CAPITOLA MALL RENT      | 1,407.05           |         |
| 30796        | 10/24/08   | 650.00       | 764    | MERCURY METALS               |             | 23047         | RAMP REPAIR # 321       | 650.00             |         |
| 30797        | 10/24/08   | 701.13       | 001052 | MID VALLEY SUPPLY            |             | 22890         | CLEANING SUPPLIES       | 405.08             |         |
|              |            |              |        |                              |             | 22891         | CLEANING SUPPLIES       | 296.05             |         |
| 30798        | 10/24/08   | 521.44       | 041    | MISSION UNIFORM              |             | 22806         | UNIF/LAUNDRY/FAC        | 67.89              |         |
|              |            |              |        |                              |             | 22831         | UNIF/LAUNDRY/FLT        | 45.97              |         |
|              |            |              |        |                              |             | 22832         | UNIF/LAUNDRY/FLT        | 43.26              |         |
|              |            |              |        |                              |             | 22833         | UNIF/LAUNDRY/FLT        | 264.87             |         |
|              |            |              |        |                              |             | 22834         | UNIF/LAUNDRY/FLT        | 99.45              |         |
| 30799        | 10/24/08   | 283.65       | 001454 | MONTEREY BAY OFFICE PRODUCTS |             | 22973         | 5/15-8/14 MAINT/FLT     | 159.67             |         |
|              |            |              |        |                              |             | 22974         | 8/15-11/14 MAINT/FLT    | 123.98             |         |
| 30800        | 10/24/08   | 25.00        | 188    | PACIFIC BUS MUSEUM           |             | 23227         | SUBSCRIPTION            | 25.00              |         |
| 30801        | 10/24/08   | 1,063.62     | 009    | PACIFIC GAS & ELECTRIC       |             | 23179         | 9/10-10/9 RESEARCH      | 1,063.62           |         |
| 30802        | 10/24/08   | 450.58       | 043    | PALACE ART & OFFICE SUPPLY   |             | 23011         | OFFICE SUPPLY/FIN       | 166.69             |         |
|              |            |              |        |                              |             | 23107         | OFFICE SUPPLY/OPS       | 40.55              |         |
|              |            |              |        |                              |             | 23108         | OFFICE SUPPLY/OPS       | -20.27             |         |
|              |            |              |        |                              |             | 23109         | OFFICE SUPPLY/OPS       | -20.80             |         |
|              |            |              |        |                              |             | 23157         | OFFICE SUPPLY/MTC       | 19.40              |         |
|              |            |              |        |                              |             | 23180         | OFFICE SUPPLIES/FLT     | 265.01             |         |
| 30803        | 10/24/08   | 107.42       | 882    | PRINT SHOP SANTA CRUZ        | 7           | 23111         | PRINTING/MTC            | 107.42             |         |
| 30804        | 10/24/08   | 165.28       | 107A   | PROBUILD                     |             | 22776         | PARTS & SUPPLIES        | 69.74              |         |
|              |            |              |        |                              |             | 22839         | REPAIRS/MAINTENANCE     | 31.55              |         |
|              |            |              |        |                              |             | 22990         | REPAIRS/MAINTENANCE     | 63.79              |         |
|              |            |              |        |                              |             | 22991         | REPAIRS/MAINTENANCE     | 0.20               |         |
| 30805        | 10/24/08   | 248.08       | 087    | RECOGNITION SERVICES         |             | 23087         | EMP INCENTIVE           | 248.08             |         |
| 30806        | 10/24/08   | 26,101.24    | 966    | S.C. FUELS                   | 0           | 23049         | DIESEL/FLT              | 26,101.24          |         |
| 30807        | 10/24/08   | 577.37       | 002713 | SANTA CRUZ AUTO TECH, INC.   |             | 22904         | OUT RPR # 109           | 577.37             |         |
| 30808        | 10/24/08   | 189.15       | 135    | SANTA CRUZ AUTO PARTS, INC.  |             | 22838         | REV VEH PARTS           | 162.10             |         |
|              |            |              |        |                              |             | 23034         | REV VEH PARTS           | 27.05              |         |

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|--------------|------------|--------------|---------------|-------------------------------|-------------|---------------|-------------------------|--------------------|---------|
| 30809        | 10/24/08   | 40.00        | 960           | SANTA CRUZ COUNTY EAC         |             | 23160         | MEMBERSHIP RENEWAL      | 40.00              |         |
| 30810        | 10/24/08   | 24.99        | 002447        | SETON IDENTIFICATION PRODUCTS |             | 23086         | OFFICE SUPPLY/ADM       | 24.99              |         |
| 30811        | 10/24/08   | 165.00       | 001121        | SILENT PARTNER SECURITY SYS.  |             | 22845         | 10/1-12/31 VERNON       | 165.00             |         |
| 30812        | 10/24/08   | 100.00       | B016          | SKILLICORN, DALE              | 7           | 23228         | OCT BOARD MTGS          | 100.00             |         |
| 30813        | 10/24/08   | 12,116.23    | 001075        | SOQUEL III ASSOCIATES         | 7           | 23216         | RESEARCH PARK RENT      | 12,116.23          |         |
| 30814        | 10/24/08   | 1,233.17     | 001232        | SPECIALIZED AUTO AND          |             | 22906         | OUT RPR # 309           | 127.17             |         |
|              |            |              |               |                               |             | 23040         | OUT RPR # 313           | 280.95             |         |
|              |            |              |               |                               |             | 23041         | OUT RPR # 207           | 327.87             |         |
|              |            |              |               |                               |             | 23042         | OUT RPR # 321           | 59.35              |         |
|              |            |              |               |                               |             | 23043         | OUT RPR # 314           | 437.83             |         |
| 30815        | 10/24/08   | 3,313.15     | 002207        | T.Y. CUSTOM DESIGN            | 0           | 23209         | EMP INCENTIVE           | 3,313.15           |         |
| 30816        | 10/24/08   | 135.00       | 002805        | TELEPATH CORPORATION          |             | 22940         | SVC/ INSTALL AMP        | 135.00             |         |
| 30817        | 10/24/08   | 90,983.12    | 970           | THE MECHANICS BANK            |             | 23230         | JULY RETAINAGE/MB       | 90,983.12          |         |
| 30818        | 10/24/08   | 516.05       | 083           | THYSSENKRUPP ELEVATOR         |             | 22892         | OCT-DEC MAINTENANCE     | 516.05             |         |
| 30819        | 10/24/08   | 947.93       | 002504        | TIFCO INDUSTRIES              |             | 22984         | PARTS & SUPPLIES        | 24.64              |         |
|              |            |              |               |                               |             | 23136         | PARTS & SUPPLIES        | 923.29             |         |
| 30820        | 10/24/08   | 248.03       | 582           | TOYOTA OF SANTA CRUZ          |             | 23190         | OUT RPR # 804           | 248.03             |         |
| 30821        | 10/24/08   | 139.89       | 007           | UNITED PARCEL SERVICE         |             | 23189         | FRT OUT/FLT             | 139.89             |         |
| 30822        | 10/24/08   | 1,029,991.13 | 002829        | VALLEY POWER SYSTEMS, INC.    |             | 22814         | OUT RPR REV VEH         | 8,082.09           |         |
|              |            |              |               |                               |             | 22998         | REV VEH PARTS           | 33.57              |         |
|              |            |              |               |                               |             | 23162         | 95% BUS 2238            | 145,982.21         |         |
|              |            |              |               |                               |             | 23163         | 95% BUS 2219            | 145,982.21         |         |
|              |            |              |               |                               |             | 23164         | 95% BUS 2221            | 145,982.21         |         |
|              |            |              |               |                               |             | 23165         | 95% BUS 2224            | 145,982.21         |         |
|              |            |              |               |                               |             | 23166         | 95% BUS 2231            | 145,982.21         |         |
|              |            |              |               |                               |             | 23167         | 95% BUS 2229            | 145,982.21         |         |
|              |            |              |               |                               |             | 23168         | 95% BUS 2309            | 145,982.21         |         |
| 30823        | 10/24/08   | 333.60       | 221           | VEHICLE MAINTENANCE PROGRAM   |             | 23028         | REV VEH PARTS           | 333.60             |         |
| 30824        | 10/24/08   | 100.82       | 434B          | VERIZON CALIFORNIA            |             | 23221         | 2 PC CARDS/ADMIN        | 100.82             |         |
| 30825        | 10/24/08   | 1,464.75     | 001223        | WATSONVILLE CADILLAC, BUICK,  |             | 22899         | REV VEH PARTS           | 1,464.75           |         |
| 30826        | 10/24/08   | 818,848.08   | 002887        | WEST BAY BUILDERS, INC.       |             | 23229         | CONST SVC MB TO 7/31    | 818,848.08         |         |
| 30827        | 10/24/08   | 70.29        | 186           | WILSON, GEORGE H., INC.       |             | 22840         | REPAIRS/MAINTENANCE     | 70.29              |         |
| 30828        | 10/31/08   | 75.08        | 932           | A.L. LEASE COMPANY, INC.      |             | 23404         | REPAIRS/MAINTENANCE     | 76.61              |         |
|              |            |              |               |                               |             |               | DISCOUNT TAKEN          | -1.53              |         |
| 30829        | 10/31/08   | 239.91       | 001193        | AA GLASS SHOP                 | 7           | 23331         | REPAIR/1217 RIVER       | 239.91             |         |
| 30830        | 10/31/08   | 2,317.56     | 002509        | ACCOMTEMPS                    |             | 23348         | TEMP/OPS W/E 10/17      | 2,317.56           |         |
| 30831        | 10/31/08   | 2,098.73     | 382           | AIRTEC SERVICE                |             | 22963         | SEPT MAINT/REPAIRS      | 2,098.73           |         |
| 30832        | 10/31/08   | 98.63        | E437          | AITKEN, ANGELA                |             | 23398         | OFFICE SUPPLIES/FIN     | 98.63              |         |
| 30833        | 10/31/08   | 125.00       | 001062        | ALLTERRA ENVIRONMENTAL INC.   |             | 23150         | INSPECTION/GOLF CLB     | 125.00             |         |
| 30834        | 10/31/08   | 53.29        | M033          | BAILEY, NEIL                  | 0           | 23351         | MED PYMT SUPP           | 53.29              |         |
| 30835        | 10/31/08   | 6,614.16     | 059           | BATTERIES USA, INC.           |             | 23133         | REV VEH PARTS           | 6,614.16           |         |
| 30836        | 10/31/08   | 100.00       | B003          | BEAUTZ, JAN                   | 7           | 23420         | OCT BOARD MTGS          | 100.00             |         |
| 30837        | 10/31/08   | 49.88        | M077          | BRADFORD, THOMAS              | 0           | 23352         | MED PYMT SUPP           | 49.88              |         |
| 30838        | 10/31/08   | 19.19        | M072          | BRIDINGER, CHRIS              | 0           | 23380         | MED PYMT SUPP           | 19.19              |         |
| 30839        | 10/31/08   | 38.37        | M078          | BRIDINGER, DENISE             | 0           | 23353         | MED PYMT SUPP           | 38.37              |         |
| 30840        | 10/31/08   | 38.37        | M079          | BROGDON, ROY                  |             | 23354         | MED PYMT SUPP           | 38.37              |         |
| 30841        | 10/31/08   | 789.57       | 002189        | BUS & EQUIPMENT               |             | 23239         | REV VEH PARTS           | 177.83             |         |
|              |            |              |               |                               |             | 23243         | REV VEH PARTS           | 414.86             |         |
|              |            |              |               |                               |             | 23320         | REV VEH PARTS           | 196.88             |         |
| 30842        | 10/31/08   | 100.00       | B018          | BUSTICHI, DENE                | 7           | 23421         | OCT BOARD MTGS          | 100.00             |         |

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|--------------|------------|--------------|--------|-------------------------------|-------------|---------------|-------------------------|--------------------|---------|
| 30843        | 10/31/08   | 53.28        | M022   | CAPELLA, KATHLEEN             | 0           | 23372         | MED PYMT SUPP           | 53.28              |         |
| 30844        | 10/31/08   | 19.19        | M080   | CARR, DALE                    | 0           | 23355         | MED PYMT SUPP           | 19.19              |         |
| 30845        | 10/31/08   | 26.65        | M073   | CENTER, DOUG                  | 0           | 23381         | MED PYMT SUPP           | 26.65              |         |
| 30846        | 10/31/08   | 26.65        | M036   | CERVANTES, GLORIA             | 0           | 23356         | MED PYMT SUPP           | 26.65              |         |
| 30847        | 10/31/08   | 100.00       | B014   | CITY OF WATSONVILLE           |             | 23429         | OCT BOARD MTGS          | 100.00             |         |
| 30848        | 10/31/08   | 3,788.44     | 909    | CLASSIC GRAPHICS              |             | 22976         | OUT RPR # 2232          | 1,658.88           |         |
|              |            |              |        |                               |             | 23129         | OUT RPR # 2210          | 2,129.56           |         |
| 30849        | 10/31/08   | 46,702.47    | 001124 | CLEAN ENERGY                  |             | 23245         | 10/1-10/10 LNG/FLT      | 38,534.63          |         |
|              |            |              |        |                               |             | 23250         | 10/13 LNG/FLT           | 8,167.84           |         |
| 30850        | 10/31/08   | 184.00       | 367    | COMMUNITY TELEVISION OF       |             | 23399         | TAPING 9/26 BOD MTG     | 184.00             |         |
| 30851        | 10/31/08   | 319.83       | 002063 | COSTCO                        |             | 23038         | OFFICE SUPPLIES         | 109.99             |         |
|              |            |              |        |                               |             | 23088         | LOCAL MTG EXP           | 31.42              |         |
|              |            |              |        |                               |             | 23104         | PHOTO PROCESS/OPS       | 6.59               |         |
|              |            |              |        |                               |             | 23105         | PHOTO PROCESS/OPS       | 5.50               |         |
|              |            |              |        |                               |             | 23106         | PHOTO PROCESS/OPS       | 2.24               |         |
|              |            |              |        |                               |             | 23110         | OFFICE SUPPLY/OPS       | 153.99             |         |
|              |            |              |        |                               |             | 23203         | PHOTO PROCESS/OPS       | 2.24               |         |
|              |            |              |        |                               |             | 23204         | PHOTO PROCESS/OPS       | 2.53               |         |
|              |            |              |        |                               |             | 23205         | PHOTO PROCESS/OPS       | 5.33               |         |
| 30852        | 10/31/08   | 19.19        | M116   | CRAMBLETT, LAWRENCE           |             | 23382         | MED PYMT SUPP           | 19.19              |         |
| 30853        | 10/31/08   | 26.65        | M092   | CRAWFORD, TERRI               | 0           | 23383         | MED PYMT SUPP           | 26.65              |         |
| 30854        | 10/31/08   | 471.19       | 001000 | DAIMLER BUSES N. AMERICA INC. |             | 23234         | REV VEH PARTS           | 471.19             |         |
| 30855        | 10/31/08   | 150.00       | R536   | DAMINO JR., ROBERT            |             | 23301         | SETTLEMENT/RISK         | 150.00             |         |
| 30856        | 10/31/08   | 26.65        | M039   | DAVILA, ANA MARIA             | 0           | 23357         | MED PYMT SUPP           | 26.65              |         |
| 30857        | 10/31/08   | 41,248.07    | 800    | DELTA DENTAL PLAN             |             | 23402         | NOV DENTAL              | 41,248.07          |         |
| 30858        | 10/31/08   | 32.00        | 002567 | DEPARTMENT OF JUSTICE         |             | 23158         | SEPT FINGERPRINTS       | 32.00              |         |
| 30859        | 10/31/08   | 5,429.56     | 085    | DIXON & SON TIRE, INC.        |             | 23181         | TIRES & TUBES           | 214.27             |         |
|              |            |              |        |                               |             | 23182         | TIRES & TUBES           | 659.02             |         |
|              |            |              |        |                               |             | 23183         | TIRES & TUBES           | 652.57             |         |
|              |            |              |        |                               |             | 23184         | TIRES & TUBES           | 422.89             |         |
|              |            |              |        |                               |             | 23185         | TIRES & TUBES           | 215.10             |         |
|              |            |              |        |                               |             | 23186         | TIRES & TUBES           | 1,161.24           |         |
|              |            |              |        |                               |             | 23187         | TIRES & TUBES           | 839.34             |         |
|              |            |              |        |                               |             | 23188         | TIRES & TUBES           | 1,265.13           |         |
| 30860        | 10/31/08   | 450.00       | 916    | DOCTORS ON DUTY               |             | 23288         | 9/16 DRUG TEST          | 120.00             |         |
|              |            |              |        |                               |             | 23289         | 9/16 DRUG TEST          | 120.00             |         |
|              |            |              |        |                               |             | 23290         | 9/16 DRUG TEST          | 5.00               |         |
|              |            |              |        |                               |             | 23291         | 9/18 DRUG TEST          | 30.00              |         |
|              |            |              |        |                               |             | 23292         | 9/18 DRUG TEST          | 35.00              |         |
|              |            |              |        |                               |             | 23293         | 9/18 DRUG TEST          | 5.00               |         |
|              |            |              |        |                               |             | 23294         | 9/20 DRUG TEST          | 30.00              |         |
|              |            |              |        |                               |             | 23295         | 9/20 DRUG TEST          | 5.00               |         |
|              |            |              |        |                               |             | 23296         | 9/24 DRUG TEST          | 30.00              |         |
|              |            |              |        |                               |             | 23297         | 9/24 DRUG TEST          | 35.00              |         |
|              |            |              |        |                               |             | 23298         | 9/24 DRUG TEST          | 5.00               |         |
|              |            |              |        |                               |             | 23299         | 10/09 DRUG TEST         | 30.00              |         |
| 30861        | 10/31/08   | 26.65        | M096   | DRAKE, JUDITH                 | 0           | 23384         | MED PYMT SUPP           | 26.65              |         |
| 30862        | 10/31/08   | 130.99       | 001172 | FERGUSON ENTERPRISES INC.     |             | 23135         | REPAIRS/MAINTENANCE     | 130.99             |         |
| 30863        | 10/31/08   | 26.65        | M099   | FIKE, LOUIS                   | 0           | 23385         | MED PYMT SUPP           | 26.65              |         |
| 30864        | 10/31/08   | 42.68        | M074   | GABRIELE, BERNARD             | 0           | 23386         | MED PYMT SUPP           | 42.68              |         |

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|--------------|------------|--------------|--------|--------------------------------|-------------|---------------|-------------------------|--------------------|---------|
| 30865        | 10/31/08   | 26.65        | M040   | GARBEZ, LINDA                  | 0           | 23358         | MED PYMT SUPP           | 26.65              |         |
| 30866        | 10/31/08   | 53.29        | M100   | GARCIA, SANTIAGO               | 0           | 23359         | MED PYMT SUPP           | 53.29              |         |
| 30867        | 10/31/08   | 293.52       | 117    | GILLIG LLC                     |             | 23120         | REV VEH PARTS/SUPPLY    | 293.52             |         |
| 30868        | 10/31/08   | 26.65        | M101   | GOES, ALAN                     | 0           | 23387         | MED PYMT SUPP           | 26.65              |         |
| 30869        | 10/31/08   | 53.29        | M041   | GOUVEIA, ROBERT                | 0           | 23360         | MED PYMT SUPP           | 53.29              |         |
| 30870        | 10/31/08   | 871.04       | 282    | GRAINGER                       |             | 23247         | REPAIRS/MAINTENANCE     | 871.04             |         |
| 30871        | 10/31/08   | 100.00       | B021   | HAGEN, DONALD N.               | 7           | 23422         | OCT BOARD MTGS          | 100.00             |         |
| 30872        | 10/31/08   | 53.29        | M081   | HALL, JAMES                    | 0           | 23361         | MED PYMT SUPP           | 53.29              |         |
| 30873        | 10/31/08   | 55,246.76    | 001035 | HARRIS & ASSOCIATES            |             | 23400         | PROF SVC THRU 9/30      | 55,246.76          |         |
| 30874        | 10/31/08   | 50.00        | B006   | HINKLE, MICHELLE               | 7           | 23423         | OCT BOARD MTGS          | 50.00              |         |
| 30875        | 10/31/08   | 49.88        | M043   | HOLODNICK, JAMES               | 0           | 23362         | MED PYMT SUPP           | 49.88              |         |
| 30876        | 10/31/08   | 1,765.65     | 166    | HOSE SHOP, THE                 |             | 23117         | PARTS & SUPPLIES        | 484.61             |         |
|              |            |              |        |                                |             | 23118         | PARTS & SUPPLIES        | 88.36              |         |
|              |            |              |        |                                |             | 23119         | PARTS & SUPPLIES        | 1,122.22           |         |
|              |            |              |        |                                |             | 23267         | PARTS & SUPPLIES        | 45.40              |         |
|              |            |              |        |                                |             | 23268         | REV VEH PARTS           | 25.06              |         |
| 30877        | 10/31/08   | 19.19        | M075   | HOWARD, CAROL                  | 0           | 23388         | MED PYMT SUPP           | 19.19              |         |
| 30878        | 10/31/08   | 199.35       | 215    | IKON OFFICE SOLUTIONS          |             | 23401         | 9/19-10/17 MAINT/ADM    | 199.35             |         |
| 30879        | 10/31/08   | 103.30       | 001163 | INNERWORKINGS, INC             |             | 23257         | PRINTING/OPS            | 103.30             |         |
| 30880        | 10/31/08   | 26.65        | M069   | JACOBS, KENNETH                | 0           | 23373         | MED PYMT SUPP           | 26.65              |         |
| 30881        | 10/31/08   | 26.65        | M104   | JUSSEL, PETE                   | 0           | 23389         | MED PYMT SUPP           | 26.65              |         |
| 30882        | 10/31/08   | 273.25       | M061   | KAMEDA, TERRY                  | 0           | 23374         | MED PYMT SUPP           | 273.25             |         |
| 30883        | 10/31/08   | 242.15       | 036    | KELLY-MOORE PAINT CO., INC.    |             | 23015         | REPAIRS/MAINTENANCE     | 156.51             |         |
|              |            |              |        |                                |             | 23016         | REPAIRS/MAINTENANCE     | 19.17              |         |
|              |            |              |        |                                |             | 23132         | REPAIRS/MAINTENANCE     | 66.47              |         |
| 30884        | 10/31/08   | 45.00        | 074    | KENVILLE LOCKSMITHS            | 7           | 23014         | REPAIRS/MAINTENANCE     | 45.00              |         |
| 30885        | 10/31/08   | 44.00        | E309   | LEGARD, GEOFFREY               |             | 23300         | DMV FEES                | 44.00              |         |
| 30886        | 10/31/08   | 819.00       | 001145 | MANAGED HEALTH NETWORK         |             | 23403         | NOV EAP PREMIUM         | 819.00             |         |
| 30887        | 10/31/08   | 650.00       | 764    | MERCURY METALS                 |             | 23068         | RAMP RPR # 314          | 650.00             |         |
| 30888        | 10/31/08   | 338.35       | 001052 | MID VALLEY SUPPLY              |             | 23022         | CLEANING SUPPLIES       | 338.35             |         |
| 30889        | 10/31/08   | 812.96       | 225    | MISSION PRINTERS               | 7           | 23156         | PRINT BUS PASSES        | 812.96             |         |
| 30890        | 10/31/08   | 618.84       | 041    | MISSION UNIFORM                |             | 23019         | UNIF/LAUNDRY/FAC        | 69.60              |         |
|              |            |              |        |                                |             | 23029         | UNIF/LAUNDRY/FLT        | 80.89              |         |
|              |            |              |        |                                |             | 23030         | UNIF/LAUNDRY/FLT        | 127.26             |         |
|              |            |              |        |                                |             | 23031         | UNIF/LAUNDRY/FLT        | 43.26              |         |
|              |            |              |        |                                |             | 23032         | UNIF/LAUNDRY/FLT        | 264.41             |         |
|              |            |              |        |                                |             | 23071         | UNIF/LAUNDRY/PT         | 33.42              |         |
| 30891        | 10/31/08   | 300.00       | 819    | MONEY SYSTEMS TECHNOLOGY, INC. |             | 23232         | COIN COUNTER MAINT      | 300.00             |         |
| 30892        | 10/31/08   | 100.00       | B020   | NICOL, KIRBY                   | 7           | 23424         | OCT BOARD MTGS          | 100.00             |         |
| 30893        | 10/31/08   | 89.04        | 004    | NORTH BAY FORD LINC-MERCURY    |             | 22988         | REV VEH PARTS           | 89.04              |         |
| 30894        | 10/31/08   | 14,842.00    | 001176 | NORTHSTAR, INC.                |             | 23153         | SEPT MAINTENANCE        | 14,842.00          |         |
| 30895        | 10/31/08   | 26.65        | M050   | O'MARA, KATHLEEN               | 0           | 23363         | MED PYMT SUPP           | 26.65              |         |
| 30896        | 10/31/08   | 276.68       | 043    | PALACE ART & OFFICE SUPPLY     |             | 23017         | OFFICE SUPPLIES/FAC     | 118.55             |         |
|              |            |              |        |                                |             | 23039         | OFFICE SUPPLIES         | 75.18              |         |
|              |            |              |        |                                |             | 23082         | OFFICE SUPPLY/FIN       | 26.63              |         |
|              |            |              |        |                                |             | 23159         | OFFICE SUPPLY/HRD       | 56.32              |         |
| 30897        | 10/31/08   | 243.55       | M057   | PARHAM, WALLACE                | 0           | 23375         | MED PYMT SUPP           | 243.55             |         |
| 30898        | 10/31/08   | 3,111.25     | 002823 | PAT PIRAS CONSULTING           | 7           | 23311         | SEPT PROF SVCS          | 3,111.25           |         |
| 30899        | 10/31/08   | 38.37        | M051   | PENDRAGON, LINDA               | 0           | 23364         | MED PYMT SUPP           | 38.37              |         |
| 30900        | 10/31/08   | 26.65        | M109   | PEREZ, CHERYL                  |             | 23365         | MED PYMT SUPP           | 26.65              |         |

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|--------------|------------|--------------|--------------------------------------|-------------|---------------|-------------------------|--------------------|---------|
| 30901        | 10/31/08   | 206.43       | M064 PETERS, TERRIE                  | 0           | 23376         | MED PYMT SUPP           | 206.43             |         |
| 30902        | 10/31/08   | 26.65        | M070 PICARELLA, FRANCIS              | 0           | 23377         | MED PYMT SUPP           | 26.65              |         |
| 30903        | 10/31/08   | 494.00       | 481 PIED PIPER EXTERMINATORS, INC.   |             | 23051         | OCT PEST CONTROL        | 183.00             |         |
|              |            |              |                                      |             | 23052         | OCT PEST CONTROL        | 241.00             |         |
|              |            |              |                                      |             | 23053         | OCT PEST CONTROL        | 70.00              |         |
| 30904        | 10/31/08   | 26.65        | M117 POLANCO, ANDRES                 |             | 23390         | MED PYMT SUPP           | 26.65              |         |
| 30905        | 10/31/08   | 243.55       | M058 POTEETE, BEVERLY                | 0           | 23378         | MED PYMT SUPP           | 243.55             |         |
| 30906        | 10/31/08   | 1,525.00     | 001149 PREFERRED PLUMBING, INC.      |             | 23330         | ON SITE SVC/MTC         | 1,525.00           |         |
| 30907        | 10/31/08   | 57.43        | 107A PROBUILD                        |             | 23020         | REPAIRS/MAINTENANCE     | 3.41               |         |
|              |            |              |                                      |             | 23021         | REPAIRS/MAINTENANCE     | 16.60              |         |
|              |            |              |                                      |             | 23138         | REPAIRS/MAINTENANCE     | 7.62               |         |
|              |            |              |                                      |             | 23139         | REPAIRS/MAINTENANCE     | 29.80              |         |
| 30908        | 10/31/08   | 2,930.00     | 001071 QQUEST SOFTWARE SYSTEMS, INC. |             | 23315         | EXT SVC AGRMT/QQUEST    | 2,930.00           |         |
| 30909        | 10/31/08   | 40.00        | 001241 RAMIREZ, LUIS                 | 7           | 23432         | AUD/VIS SVC 8/22 MTG    | 40.00              |         |
| 30910        | 10/31/08   | 50.00        | B011 REILLY, EMILY                   | 7           | 23425         | OCT BOARD MTGS          | 50.00              |         |
| 30911        | 10/31/08   | 31,932.01    | 904 RNL DESIGN                       |             | 23394         | SVCS THRU 8/31 MB       | 22,422.34          |         |
|              |            |              |                                      |             | 23395         | SVCS THRU 8/31 MB       | 7,397.50           |         |
|              |            |              |                                      |             | 23396         | SVCS THRU 8/31 MB       | 2,112.17           |         |
| 30912        | 10/31/08   | 246.60       | M005 ROSS, EMERY                     | 0           | 23371         | MED PYMT SUPP           | 246.60             |         |
| 30913        | 10/31/08   | 53.29        | M085 ROSSI, DENISE                   | 0           | 23366         | MED PYMT SUPP           | 53.29              |         |
| 30914        | 10/31/08   | 100.00       | B015 ROTKIN, MIKE                    | 7           | 23426         | OCT BOARD MTGS          | 100.00             |         |
| 30915        | 10/31/08   | 26.65        | M030 ROWE, RUBY                      |             | 23367         | MED PYMT SUPP           | 26.65              |         |
| 30916        | 10/31/08   | 21,699.48    | 966 S.C. FUELS                       | 0           | 23235         | 10/13 DIESEL/FLT        | 21,699.48          |         |
| 30917        | 10/31/08   | 1,120.22     | 001379 SAFETY-KLEEN                  |             | 23134         | HAZ WASTE DISP          | 1,120.22           |         |
| 30918        | 10/31/08   | 749.13       | 018 SALINAS VALLEY FORD SALES        |             | 23018         | REV VEH PARTS           | 749.13             |         |
| 30919        | 10/31/08   | 2,544.58     | 002713 SANTA CRUZ AUTO TECH, INC.    |             | 23143         | OUT RPR # 202           | 104.50             |         |
|              |            |              |                                      |             | 23321         | OUT RPR # 206           | 2,440.08           |         |
| 30920        | 10/31/08   | 287.01       | 135 SANTA CRUZ AUTO PARTS, INC.      |             | 22968         | PARTS & SUPPLIES        | 39.10              |         |
|              |            |              |                                      |             | 23023         | REV VEH PARTS           | 13.02              |         |
|              |            |              |                                      |             | 23024         | PARTS & SUPPLIES        | 38.99              |         |
|              |            |              |                                      |             | 23035         | REV VEH PARTS           | 19.81              |         |
|              |            |              |                                      |             | 23050         | SMALL TOOLS             | 8.95               |         |
|              |            |              |                                      |             | 23070         | SMALL TOOLS             | 8.43               |         |
|              |            |              |                                      |             | 23131         | PARTS & SUPPLIES        | 158.71             |         |
| 30921        | 10/31/08   | 859.81       | 149 SANTA CRUZ SENTINEL              | 0           | 23282         | 8/1-8/31 CLASS ADV      | 859.81             |         |
| 30922        | 10/31/08   | 12,205.62    | 977 SANTA CRUZ TRANSPORTATION, LLC   | 7           | 23325         | SEPT PT SERVICES        | 12,205.62          |         |
| 30923        | 10/31/08   | 73.56        | 276 SCOTTS VALLEY SPRINKLER          |             | 22992         | REPAIRS/MAINTENANCE     | 56.80              |         |
|              |            |              |                                      |             | 23137         | REPAIRS/MAINTENANCE     | 16.76              |         |
| 30924        | 10/31/08   | 246.00       | 957 SECURITY SHORING & STEEL PLT     |             | 23026         | 8/28-9/27 RENTAL        | 246.00             |         |
| 30925        | 10/31/08   | 208.68       | M010 SHORT, SLOAN                    | 0           | 23379         | MED PYMT SUPP           | 208.68             |         |
| 30926        | 10/31/08   | 26.65        | M112 SILVA, EDUARDO                  | 0           | 23391         | MED PYMT SUPP           | 26.65              |         |
| 30927        | 10/31/08   | 53.29        | M054 SLOAN, FRANCIS                  | 0           | 23368         | MED PYMT SUPP           | 53.29              |         |
| 30928        | 10/31/08   | 671.41       | 001232 SPECIALIZED AUTO AND          |             | 23075         | OUT RPR # 208           | 318.25             |         |
|              |            |              |                                      |             | 23076         | OUT RPR # 318           | 161.08             |         |
|              |            |              |                                      |             | 23237         | OUT RPR # 306           | 192.08             |         |
| 30929        | 10/31/08   | 50.00        | B012 SPENCE, PAT                     | 7           | 23427         | OCT BOARD MTGS          | 50.00              |         |
| 30930        | 10/31/08   | 3,467.00     | 080 STATE BOARD OF EQUALIZATION      |             | 23433         | JUL-SEP USE TAX         | 3,467.00           |         |
| 30931        | 10/31/08   | 515.00       | 002871 STATE ELECTRIC GENERATOR      |             | 23248         | OCT LOAD TEST           | 515.00             |         |
| 30932        | 10/31/08   | 100.00       | B017 STONE, MARK                     | 7           | 23428         | OCT BOARD MTGS          | 100.00             |         |
| 30933        | 10/31/08   | 617.16       | 001165 THANH N. VU MD                | 7           | 22975         | MEDICAL EXAM            | 75.00              |         |

5-1.16

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

DATE: 10/01/08 THRU 10/31/08

| CHECK NUMBER | CHECK DATE | CHECK AMOUNT | VENDOR | VENDOR NAME                     | VENDOR TYPE | TRANS. NUMBER | TRANSACTION DESCRIPTION | TRANSACTION AMOUNT | COMMENT      |
|--------------|------------|--------------|--------|---------------------------------|-------------|---------------|-------------------------|--------------------|--------------|
|              |            |              |        |                                 |             | 23007         | MEDICAL EXAM/HR         | 92.16              |              |
|              |            |              |        |                                 |             | 23037         | MEDICAL EXAM            | 75.00              |              |
|              |            |              |        |                                 |             | 23198         | MEDICAL EXAM            | 75.00              |              |
|              |            |              |        |                                 |             | 23199         | MEDICAL EXAM            | 75.00              |              |
|              |            |              |        |                                 |             | 23200         | MEDICAL EXAM            | 75.00              |              |
|              |            |              |        |                                 |             | 23201         | MEDICAL EXAM            | 75.00              |              |
|              |            |              |        |                                 |             | 23202         | MEDICAL EXAM            | 75.00              |              |
| 30934        | 10/31/08   | 26.65        | M086   | TOLINE, DONALD                  | 0           | 23369         | MED PYMT SUPP           | 26.65              |              |
| 30935        | 10/31/08   | 12,792.00    | 475    | TRAPEZE SOFTWARE GROUP, INC.    |             | 23316         | 11/08-10/09 MAINT       | 12,792.00          |              |
| 30936        | 10/31/08   | 45.31        | 007    | UNITED PARCEL SERVICE           |             | 23274         | FRT OUT/FLT             | 45.31              |              |
| 30937        | 10/31/08   | 10.83        | 946    | UNITED SITE SERVICES            |             | 23349         | FENCE RENT/DUBOIS       | 10.83              |              |
| 30938        | 10/31/08   | 53.63        | 434B   | VERIZON CALIFORNIA              |             | 23406         | MT BIEWLASKI            | 53.63              |              |
| 30939        | 10/31/08   | 11,275.00    | 001043 | VISION SERVICE PLAN             |             | 23313         | NOV VISION INS          | 11,275.00          |              |
| 30940        | 10/31/08   | 93.72        | M076   | VONWAL, YVETTE                  | 0           | 23392         | MED PYMT SUPP           | 93.72              |              |
| 30941        | 10/31/08   | 8,788.54     | 001083 | WATSONVILLE TRANSPORTATION, INC |             | 23312         | SEPT PT SERVICES        | 8,788.54           |              |
| 30942        | 10/31/08   | 740.12       | 001223 | WATSONVILLE CADILLAC, BUICK,    |             | 23240         | OUT RPR # 319           | 740.12             |              |
| 30943        | 10/31/08   | 2,890.97     | 001506 | WESTERN STATES OIL CO., INC.    |             | 23122         | FUEL & LUBE             | 2,890.97           |              |
| 30944        | 10/31/08   | 2,257.80     | 001214 | WIECK'S ASSOCIATES, INC.        |             | 23431         | ROOF CONSULTING SVCS    | 2,257.80           |              |
| 30945        | 10/31/08   | 19.19        | M115   | WILLIAMS, CHRIS                 | 0           | 23393         | MED PYMT SUPP           | 19.19              |              |
| 30946        | 10/31/08   | 26.65        | M088   | YAGI, RANDY                     | 0           | 23370         | MED PYMT SUPP           | 26.65              |              |
| 30947        | 10/31/08   | 150.11       | 147    | ZEE MEDICAL SERVICE CO.         |             | 23154         | SAFETY SUPPLIES         | 150.11             |              |
| TOTAL        |            | 6,740,641.21 |        | ACCOUNTS PAYABLE                |             |               | TOTAL CHECKS            | 389                | 6,740,641.21 |
|              |            |              |        |                                 |             |               | DISCOUNT                |                    | 12.01        |
|              |            |              |        |                                 |             |               | A/P TOTAL               |                    | 6,740,653.22 |

5-1.17

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** November 21, 2008

**TO:** Board of Directors

**FROM:** Angela Aitken, Finance Manager

**SUBJECT: MONTHLY BUDGET STATUS REPORTS FOR SEPTEMBER 2008.**

## I. RECOMMENDED ACTION

**Staff recommends that the Board of Directors accept and file the budget status reports for September 2008.**

## II. SUMMARY OF ISSUES

- **Operating Revenues** for the month of September 2008 were \$95K or 2 % under the amount of revenue expected for September 2008.
- **Consolidated Operating Expenses** for the month of September 2008 were \$423K or 13 % under budget.
- **Capital Budget** spending year to date through September 2008 was \$5,738K or 17 % of the Capital budget.

## III. DISCUSSION

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

The fiscal year has elapsed 25%.

5-2.1

**A. Operating Revenue**

For the month of September 2008 revenue was \$95K or 2 % under the amount of revenue expected for the month. Revenue variances are explained in the notes at the end of the revenue report.

**B. Operating Expense by Department**

Total Operating Expenses by Department for the month of September 2008 were \$423K or 13 % under budget; 5 % over where we were in FY08. Majority of the variance is due to lower than anticipated Personnel and Prof & Tech Fees overall, Settlement costs in Risk Management, and Fuel & Lube Rev Vehicles expenses in Fleet.

**C. Consolidated Operating Expenses**

Consolidated Operating Expenses for the month of September 2008 were \$423K or 13 % under budget. Personnel Expenses, Prof & Tech Fees, Fuels & Lube Rev Veh, and Contr/Paratransit all contributed to the variance. Further explanation of these accounts is contained in the notes following the report.

**D. Capital Budget**

Capital Budget spending year to date through September 2008 was \$5,738K or 17 % of the Capital budget. Of this, \$1,009K or 28 % has been spent of the MetroBase Maintenance Facility line item, \$2,914K or 82 % has been spent on the Local Bus Replacement and \$1,621K or 48 % has been spent on the CNG Bus Conversions. Major Capital purchases have been delayed due to AB3090 funds being postponed to January 2009.

**IV. FINANCIAL CONSIDERATIONS**

None

**IV. ATTACHMENTS**

**Attachment A:** FY08 Operating Revenue for the month ending – 09/30/08  
FY08 Operating Expenses by Department for the month ending – 09/30/08  
FY08 Consolidated Operating Expenses for the month ending – 09/30/08  
FY08 Capital Budget Reports for the month ending – 09/30/08

5-2.2



**FY09**  
**Operating Revenue**  
**For the month ending - September 30, 2008**

Percent of Year Elapsed - 25%

| Revenue Source                      | Current Period      |                     |                     |            |          | Year to Date        |                     |                     |            | YTD Year Over Year Comparison |                     |                     |             |
|-------------------------------------|---------------------|---------------------|---------------------|------------|----------|---------------------|---------------------|---------------------|------------|-------------------------------|---------------------|---------------------|-------------|
|                                     | Actual              | Budget              | \$ Var              | % Var      | Notes    | Actual              | Budget              | \$ Var              | % Var      | FY09 Actual                   | FY08                | \$ Var              | % Var       |
| Passenger Fares                     | \$ 314,620          | \$ 290,323          | \$ 24,297           | 8%         |          | \$ 934,064          | \$ 901,642          | \$ 32,422           | 4%         | \$ 934,064                    | \$ 919,150          | \$ 14,914           | 2%          |
| Paratransit Fares                   | \$ 38,723           | \$ 17,641           | \$ 21,082           | 120%       |          | \$ 78,672           | \$ 57,405           | \$ 19,267           | 34%        | \$ 78,672                     | \$ 54,453           | \$ 22,219           | 41%         |
| Special Transit Fares               | \$ 234,459          | \$ 225,226          | \$ 9,233            | 4%         |          | \$ 405,878          | \$ 380,296          | \$ 25,582           | 7%         | \$ 405,878                    | \$ 291,506          | \$ 114,372          | 39%         |
| Highway 17 Fares                    | \$ 92,776           | \$ 73,054           | \$ 19,722           | 27%        |          | \$ 257,242          | \$ 197,744          | \$ 59,498           | 30%        | \$ 257,242                    | \$ 186,788          | \$ 70,454           | 38%         |
| Highway 17 Payments                 | \$ 32,176           | \$ 40,508           | \$ (8,332)          | -21%       |          | \$ 110,225          | \$ 140,677          | \$ (30,452)         | -22%       | \$ 110,225                    | \$ 126,180          | \$ (15,955)         | -13%        |
| <b>Subtotal Passenger Revenue</b>   | <b>\$ 712,754</b>   | <b>\$ 646,752</b>   | <b>\$ 66,002</b>    | <b>10%</b> | <b>1</b> | <b>\$ 1,784,081</b> | <b>\$ 1,677,764</b> | <b>\$ 106,317</b>   | <b>6%</b>  | <b>\$ 1,784,081</b>           | <b>\$ 1,578,077</b> | <b>\$ 206,004</b>   | <b>13%</b>  |
| Commissions                         | \$ 1,630            | \$ 457              | \$ 1,173            | 257%       |          | \$ 1,677            | \$ 1,371            | \$ 306              | 22%        | \$ 1,677                      | \$ 1,461            | \$ 216              | 15%         |
| Advertising Income                  | \$ 16,230           | \$ 7,700            | \$ 8,530            | 111%       | 2        | \$ 42,085           | \$ 23,100           | \$ 18,985           | 82%        | \$ 42,085                     | \$ 65,169           | \$ (23,084)         | -35%        |
| Rent Income - SC Pacific Station    | \$ 7,486            | \$ 6,919            | \$ 567              | 8%         |          | \$ 22,350           | \$ 20,757           | \$ 1,593            | 8%         | \$ 22,350                     | \$ 16,032           | \$ 6,318            | 39%         |
| Rent Income - Watsonville.TC        | \$ 2,761            | \$ 3,651            | \$ (1,090)          | -28%       |          | \$ 11,095           | \$ 11,553           | \$ (458)            | -4%        | \$ 11,095                     | \$ 12,409           | \$ (1,314)          | -11%        |
| Rent Income - General               | \$ 1,819            | \$ -                | \$ 1,819            | 100%       |          | \$ 10,274           | \$ -                | \$ 10,274           | 100%       | \$ 10,274                     | \$ -                | \$ 10,274           | 100%        |
| Interest Income                     | \$ 45,063           | \$ 28,738           | \$ 16,325           | 57%        | 3        | \$ 135,438          | \$ 83,180           | \$ 52,258           | 63%        | \$ 135,438                    | \$ 287,137          | \$ (151,699)        | -53%        |
| Other Non-Transp Revenue            | \$ 699              | \$ 33,000           | \$ (32,301)         | -98%       | 4        | \$ 1,247            | \$ 33,000           | \$ (31,753)         | -96%       | \$ 1,247                      | \$ 50,908           | \$ (49,659)         | -98%        |
| Sales Tax Revenue                   | \$ 1,502,105        | \$ 1,658,511        | \$ (156,406)        | -9%        | 5        | \$ 4,320,505        | \$ 4,476,911        | \$ (156,406)        | -3%        | \$ 4,320,505                  | \$ 4,447,440        | \$ (126,935)        | -3%         |
| Transp Dev Act (TDA) - Op Asst      | \$ 1,494,616        | \$ 1,494,616        | \$ -                | 0%         |          | \$ 1,494,616        | \$ 1,494,616        | \$ -                | 0%         | \$ 1,494,616                  | \$ 1,590,509        | \$ (95,893)         | -6%         |
| <b>Subtotal Other Revenue</b>       | <b>\$ 3,072,409</b> | <b>\$ 3,233,792</b> | <b>\$ (161,383)</b> | <b>-5%</b> |          | <b>\$ 6,039,287</b> | <b>\$ 6,144,488</b> | <b>\$ (105,201)</b> | <b>-2%</b> | <b>\$ 6,039,287</b>           | <b>\$ 6,471,063</b> | <b>\$ (431,776)</b> | <b>-7%</b>  |
| FTA Sec 5307 - Op Asst              | \$ -                | \$ -                | \$ -                | 0%         |          | \$ -                | \$ -                | \$ -                | 0%         | \$ -                          | \$ -                | \$ -                | 0%          |
| Repay FTA Advance                   | \$ -                | \$ -                | \$ -                | 0%         |          | \$ -                | \$ -                | \$ -                | 0%         | \$ -                          | \$ -                | \$ -                | 0%          |
| FTA Sec 5311 - Rural Op Asst        | \$ 161,615          | \$ 161,615          | \$ -                | 0%         |          | \$ 161,615          | \$ 161,615          | \$ -                | 0%         | \$ 161,615                    | \$ -                | \$ 161,615          | 100%        |
| Sec 5303 - AMBAG Funding            | \$ -                | \$ -                | \$ -                | 0%         |          | \$ -                | \$ -                | \$ -                | 0%         | \$ -                          | \$ -                | \$ -                | 0%          |
| FTA Sec 5317 - Op Assistance        | \$ -                | \$ -                | \$ -                | 0%         |          | \$ -                | \$ -                | \$ -                | 0%         | \$ -                          | \$ -                | \$ -                | 0%          |
| <b>Subtotal Grant Revenue</b>       | <b>\$ 161,615</b>   | <b>\$ 161,615</b>   | <b>\$ -</b>         | <b>0%</b>  |          | <b>\$ 161,615</b>   | <b>\$ 161,615</b>   | <b>\$ -</b>         | <b>0%</b>  | <b>\$ 161,615</b>             | <b>\$ -</b>         | <b>\$ 161,615</b>   | <b>100%</b> |
| <b>Subtotal Operating Revenue</b>   | <b>\$ 3,946,778</b> | <b>\$ 4,042,159</b> | <b>\$ (95,381)</b>  | <b>-2%</b> |          | <b>\$ 7,984,983</b> | <b>\$ 7,983,867</b> | <b>\$ 1,116</b>     | <b>0%</b>  | <b>\$ 7,984,983</b>           | <b>\$ 8,049,140</b> | <b>\$ (64,157)</b>  | <b>-1%</b>  |
| <b>Total Operating Expenses</b>     | <b>\$ 2,869,150</b> |                     |                     |            |          | <b>\$ 8,486,856</b> |                     |                     |            | <b>\$ 8,486,856</b>           | <b>\$ 8,048,780</b> |                     |             |
| <b>Variance</b>                     | <b>\$ 1,077,628</b> |                     |                     |            |          | <b>\$ (501,873)</b> |                     |                     |            | <b>\$ (501,873)</b>           | <b>\$ 360</b>       |                     |             |
| <b>One-Time Revenue</b>             |                     |                     |                     |            |          |                     |                     |                     |            |                               |                     |                     |             |
| Transfer (to)/from Capital Reserves | \$ -                | \$ -                | \$ -                | 0%         |          | \$ -                | \$ -                | \$ -                | 0%         | \$ -                          | \$ -                | \$ -                | 0%          |
| Transfer (to)/from Cash Flow Res    | \$ -                | \$ -                | \$ -                | 0%         |          | \$ -                | \$ -                | \$ -                | 0%         | \$ -                          | \$ -                | \$ -                | 0%          |
| Transfer (to)/from W/C Reserve      | \$ -                | \$ -                | \$ -                | 0%         |          | \$ -                | \$ -                | \$ -                | 0%         | \$ -                          | \$ -                | \$ -                | 0%          |
| Transfer (to)/from Ljab Ins Res     | \$ -                | \$ -                | \$ -                | 0%         |          | \$ -                | \$ -                | \$ -                | 0%         | \$ -                          | \$ -                | \$ -                | 0%          |
| Carryover from Previous Year        | \$ -                | \$ -                | \$ -                | 0%         |          | \$ -                | \$ -                | \$ -                | 0%         | \$ -                          | \$ -                | \$ -                | 0%          |
| <b>Subtotal One-Time Revenue</b>    | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         | <b>0%</b>  |          | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         | <b>0%</b>  | <b>\$ -</b>                   | <b>\$ -</b>         | <b>\$ -</b>         | <b>0%</b>   |
| <b>Total Revenue</b>                | <b>\$ 3,946,778</b> | <b>\$ 4,042,159</b> | <b>\$ (95,381)</b>  | <b>-2%</b> |          | <b>\$ 7,984,983</b> | <b>\$ 7,983,867</b> | <b>\$ 1,116</b>     | <b>0%</b>  | <b>\$ 7,984,983</b>           | <b>\$ 8,049,140</b> | <b>\$ (64,157)</b>  | <b>-1%</b>  |
| <b>Total Operating Expenses</b>     | <b>\$ 2,869,150</b> |                     |                     |            |          | <b>\$ 8,486,856</b> |                     |                     |            | <b>\$ 8,486,856</b>           | <b>\$ 8,048,780</b> |                     |             |
| <b>Variance</b>                     | <b>\$ 1,077,628</b> |                     |                     |            |          | <b>\$ (501,873)</b> |                     |                     |            | <b>\$ (501,873)</b>           | <b>\$ 360</b>       |                     |             |

5-2.a1

Attachment A



**FY09**  
**Operating Revenue**  
*For the month ending - September 30, 2008*

Percent of Year Elapsed - 25%

| Revenue Source | Actual | Current Period |        |       |        | Notes | Year to Date |        |       |             | YTD Year Over Year Comparison |        |       |  |
|----------------|--------|----------------|--------|-------|--------|-------|--------------|--------|-------|-------------|-------------------------------|--------|-------|--|
|                |        | Budget         | \$ Var | % Var | Actual |       | Budget       | \$ Var | % Var | FY09 Actual | FY08                          | \$ Var | % Var |  |

**Current Period Notes:**

- 1) **Passenger Revenue** is over budget due to an increase in ridership.
- 2) **Advertising Income** is over budget due to more advertising than expected.
- 3) **Interest Income** is over budget due to revenue budgeted using County Treasury estimates, while a significantly higher interest was actually paid.
- 4) **Other Non-Transp Revenue** is under budget due to UTU Fixed Route Contractual Changes of the PERS reimbursement received from the County Treasury.
- 5) **Sales Tax Revenue** is under budget due to less consumer discretionary spending and current economic conditions.

5-2.02



**FY09**  
**Operating Expenses by Department**  
**For the month ending - September 30, 2008**

|  | Current Period      |                     |                     |             | Notes | Year to Date        |                     |                     |             | YTD Year Over Year Comparison |                     |                    |            |
|--|---------------------|---------------------|---------------------|-------------|-------|---------------------|---------------------|---------------------|-------------|-------------------------------|---------------------|--------------------|------------|
|  | Actual              | Budget              | \$ Var              | % Var       |       | Actual              | Budget              | \$ Var              | % Var       | FY09 Actual                   | FY08                | \$ Var             | % Var      |
| <b>Departmental Personnel Expenses</b>     |                     |                     |                     |             |       |                     |                     |                     |             |                               |                     |                    |            |
| 700 - SCCIC                                | \$ -                | \$ -                | \$ -                | 0%          |       | \$ -                | \$ -                | \$ -                | 0%          | \$ -                          | \$ -                | \$ -               | 0%         |
| 1100 - Administration                      | \$ 86,675           | \$ 90,327           | \$ (3,652)          | -4%         |       | \$ 260,088          | \$ 271,672          | \$ (11,584)         | -4%         | \$ 260,088                    | \$ 216,516          | \$ 43,572          | 20%        |
| 1200 - Finance                             | \$ 45,906           | \$ 46,374           | \$ (468)            | -1%         |       | \$ 136,596          | \$ 139,390          | \$ (2,794)          | -2%         | \$ 136,596                    | \$ 131,491          | \$ 5,105           | 4%         |
| 1300 - Customer Service                    | \$ 36,486           | \$ 37,326           | \$ (840)            | -2%         |       | \$ 107,776          | \$ 111,966          | \$ (4,190)          | -4%         | \$ 107,776                    | \$ 100,797          | \$ 6,979           | 7%         |
| 1400 - Human Resources                     | \$ 46,527           | \$ 47,093           | \$ (566)            | -1%         |       | \$ 140,567          | \$ 141,551          | \$ (984)            | -1%         | \$ 140,567                    | \$ 115,543          | \$ 25,024          | 22%        |
| 1500 - Information Technology              | \$ 40,498           | \$ 41,214           | \$ (716)            | -2%         |       | \$ 121,364          | \$ 123,944          | \$ (2,580)          | -2%         | \$ 121,364                    | \$ 119,975          | \$ 1,389           | 1%         |
| 1700 - District Counsel                    | \$ 32,680           | \$ 36,242           | \$ (3,562)          | -10%        |       | \$ 101,492          | \$ 108,949          | \$ (7,457)          | -7%         | \$ 101,492                    | \$ 91,179           | \$ 10,313          | 11%        |
| 1800 - Risk Management                     | \$ -                | \$ -                | \$ -                | 0%          |       | \$ -                | \$ -                | \$ -                | 0%          | \$ -                          | \$ -                | \$ -               | 0%         |
| 2200 - Facilities Maintenance              | \$ 79,402           | \$ 82,027           | \$ (2,625)          | -3%         |       | \$ 225,469          | \$ 246,054          | \$ (20,585)         | -8%         | \$ 225,469                    | \$ 207,510          | \$ 17,959          | 9%         |
| 3100 - Paratransit Program                 | \$ 231,677          | \$ 285,802          | \$ (54,125)         | -19%        |       | \$ 745,348          | \$ 857,502          | \$ (112,154)        | -13%        | \$ 745,348                    | \$ 648,546          | \$ 96,802          | 15%        |
| 3200 - Operations                          | \$ 157,257          | \$ 177,859          | \$ (20,602)         | -12%        |       | \$ 497,011          | \$ 533,837          | \$ (36,826)         | -7%         | \$ 497,011                    | \$ 479,968          | \$ 17,043          | 4%         |
| 3300 - Bus Operators                       | \$ 1,084,507        | \$ 1,122,935        | \$ (38,428)         | -3%         |       | \$ 3,180,514        | \$ 3,368,463        | \$ (187,949)        | -6%         | \$ 3,180,514                  | \$ 2,909,328        | \$ 271,186         | 9%         |
| 4100 - Fleet Maintenance                   | \$ 318,627          | \$ 339,801          | \$ (21,174)         | -6%         |       | \$ 941,817          | \$ 1,019,659        | \$ (77,842)         | -8%         | \$ 941,817                    | \$ 929,575          | \$ 12,242          | 1%         |
| 9001 - Cobra Benefits                      | \$ 151              | \$ -                | \$ 151              | 100%        |       | \$ 987              | \$ -                | \$ 987              | 100%        | \$ 987                        | \$ 3,010            | \$ (2,023)         | -67%       |
| 9005 - Retired Employee Benefits           | \$ 138,864          | \$ 143,363          | \$ (4,499)          | -3%         |       | \$ 348,730          | \$ 430,089          | \$ (81,359)         | -19%        | \$ 348,730                    | \$ 358,093          | \$ (9,363)         | -3%        |
| 9014 - Operating Grants                    | \$ -                | \$ -                | \$ -                | 0%          |       | \$ -                | \$ -                | \$ -                | 0%          | \$ -                          | \$ -                | \$ -               | 0%         |
| 110020 - Operating Grants                  | \$ -                | \$ -                | \$ -                | 0%          |       | \$ -                | \$ -                | \$ -                | 0%          | \$ -                          | \$ -                | \$ -               | 0%         |
| 100 - New Flyer Parts Credit               | \$ -                | \$ -                | \$ -                | 0%          |       | \$ -                | \$ -                | \$ -                | 0%          | \$ -                          | \$ -                | \$ -               | 0%         |
| <b>Subtotal Personnel Expenses</b>         | <b>\$ 2,299,257</b> | <b>\$ 2,450,363</b> | <b>\$ (151,106)</b> | <b>-6%</b>  |       | <b>\$ 6,807,759</b> | <b>\$ 7,353,076</b> | <b>\$ (545,317)</b> | <b>-7%</b>  | <b>\$ 6,807,759</b>           | <b>\$ 6,311,531</b> | <b>\$ 496,228</b>  | <b>8%</b>  |
| <b>Departmental Non-Personnel Expenses</b> |                     |                     |                     |             |       |                     |                     |                     |             |                               |                     |                    |            |
| 700 - SCCIC                                | \$ -                | \$ -                | \$ -                | 0%          |       | \$ 20               | \$ 20               | \$ -                | 0%          | \$ 20                         | \$ 260              | \$ (240)           | -92%       |
| 1100 - Administration                      | \$ 20,080           | \$ 33,461           | \$ (13,401)         | -40%        |       | \$ 52,472           | \$ 100,383          | \$ (47,911)         | -48%        | \$ 52,472                     | \$ 164,834          | \$ (112,362)       | -68%       |
| 1200 - Finance                             | \$ 99,171           | \$ 126,000          | \$ (26,829)         | -21%        |       | \$ 215,534          | \$ 257,008          | \$ (41,474)         | -16%        | \$ 215,534                    | \$ 176,402          | \$ 39,132          | 22%        |
| 1300 - Customer Service                    | \$ 16,069           | \$ 9,799            | \$ 6,270            | 64%         |       | \$ 24,880           | \$ 21,647           | \$ 3,233            | 15%         | \$ 24,880                     | \$ 18,961           | \$ 5,919           | 31%        |
| 1400 - Human Resources                     | \$ 3,774            | \$ 7,056            | \$ (3,282)          | -47%        |       | \$ 7,962            | \$ 21,168           | \$ (13,206)         | -62%        | \$ 7,962                      | \$ 10,972           | \$ (3,010)         | -27%       |
| 1500 - Information Technology              | \$ 9,099            | \$ 9,222            | \$ (123)            | -1%         |       | \$ 26,530           | \$ 33,666           | \$ (7,136)          | -21%        | \$ 26,530                     | \$ 33,129           | \$ (6,599)         | -20%       |
| 1700 - District Counsel                    | \$ 457              | \$ 1,691            | \$ (1,234)          | -73%        |       | \$ 2,355            | \$ 5,073            | \$ (2,718)          | -54%        | \$ 2,355                      | \$ 6,575            | \$ (4,220)         | -64%       |
| 1800 - Risk Management                     | \$ 228              | \$ 20,833           | \$ (20,605)         | -99%        |       | \$ 22,103           | \$ 62,499           | \$ (40,396)         | -65%        | \$ 22,103                     | \$ 11,186           | \$ 10,917          | 98%        |
| 2200 - Facilities Maintenance              | \$ 149,576          | \$ 134,812          | \$ 14,764           | 11%         |       | \$ 387,370          | \$ 406,936          | \$ (19,566)         | -5%         | \$ 387,370                    | \$ 101,584          | \$ 285,786         | 281%       |
| 3100 - Paratransit Program                 | \$ 46,947           | \$ 65,910           | \$ (18,963)         | -29%        |       | \$ 145,414          | \$ 197,730          | \$ (52,316)         | -26%        | \$ 145,414                    | \$ 210,156          | \$ (64,742)        | -31%       |
| 3200 - Operations                          | \$ 58,217           | \$ 48,497           | \$ 9,720            | 20%         |       | \$ 154,410          | \$ 131,991          | \$ 22,419           | 17%         | \$ 154,410                    | \$ 122,096          | \$ 32,314          | 26%        |
| 3300 - Bus Operators                       | \$ -                | \$ 334              | \$ (334)            | -100%       |       | \$ -                | \$ 1,002            | \$ (1,002)          | -100%       | \$ -                          | \$ 1,353            | \$ (1,353)         | -100%      |
| 4100 - Fleet Maintenance                   | \$ 5,456            | \$ 383,620          | \$ (378,164)        | -99%        |       | \$ 628,203          | \$ 1,150,860        | \$ (522,657)        | -45%        | \$ 628,203                    | \$ 879,740          | \$ (251,537)       | -29%       |
| 9001 - Cobra Benefits                      | \$ -                | \$ -                | \$ -                | 0%          |       | \$ -                | \$ -                | \$ -                | 0%          | \$ -                          | \$ -                | \$ -               | 0%         |
| 9005 - Retired Employee Benefits           | \$ -                | \$ -                | \$ -                | 0%          |       | \$ -                | \$ -                | \$ -                | 0%          | \$ -                          | \$ -                | \$ -               | 0%         |
| 9014 - Operating Grants                    | \$ 305              | \$ -                | \$ 305              | 100%        |       | \$ 11,848           | \$ -                | \$ 11,848           | 100%        | \$ 11,848                     | \$ -                | \$ 11,848          | 100%       |
| 110020 - Operating Grants                  | \$ -                | \$ -                | \$ -                | 0%          |       | \$ -                | \$ -                | \$ -                | 0%          | \$ -                          | \$ -                | \$ -               | 0%         |
| 100 - New Flyer Parts Credit               | \$ 160,536          | \$ -                | \$ 160,536          | 100%        |       | \$ 0                | \$ -                | \$ 0                | 100%        | \$ 0                          | \$ -                | \$ 0               | 100%       |
| <b>Subtotal Non-Personnel Expenses</b>     | <b>\$ 569,895</b>   | <b>\$ 841,235</b>   | <b>\$ (271,340)</b> | <b>-32%</b> |       | <b>\$ 1,679,101</b> | <b>\$ 2,389,983</b> | <b>\$ (710,882)</b> | <b>-30%</b> | <b>\$ 1,679,101</b>           | <b>\$ 1,737,248</b> | <b>\$ (58,147)</b> | <b>-3%</b> |

5-2-a3



**FY09**  
**Operating Expenses by Department**  
**For the month ending - September 30, 2008**

|                                    | Current Period      |                     |                     |             | Notes | Year to Date        |                     |                       |             | YTD Year Over Year Comparison |                     |                   |           |
|------------------------------------|---------------------|---------------------|---------------------|-------------|-------|---------------------|---------------------|-----------------------|-------------|-------------------------------|---------------------|-------------------|-----------|
|                                    | Actual              | Budget              | \$ Var              | % Var       |       | Actual              | Budget              | \$ Var                | % Var       | FY09 Actual                   | FY08                | \$ Var            | % Var     |
| <b>Total Departmental Expenses</b> |                     |                     |                     |             |       |                     |                     |                       |             |                               |                     |                   |           |
| 700 - SCCIC                        | \$ -                | \$ -                | \$ -                | 0%          |       | \$ 20               | \$ 20               | \$ -                  | 0%          | \$ 20                         | \$ 260              | \$ (240)          | -92%      |
| 1100 - Administration              | \$ 106,735          | \$ 123,788          | \$ (17,053)         | -14%        | 1     | \$ 312,580          | \$ 372,055          | \$ (59,495)           | -16%        | \$ 312,580                    | \$ 381,350          | \$ (68,790)       | -18%      |
| 1200 - Finance                     | \$ 145,077          | \$ 172,374          | \$ (27,297)         | -16%        | 2     | \$ 352,130          | \$ 396,398          | \$ (44,268)           | -11%        | \$ 352,130                    | \$ 307,893          | \$ 44,237         | 14%       |
| 1300 - Customer Service            | \$ 52,555           | \$ 47,125           | \$ 5,430            | 12%         | 3     | \$ 132,656          | \$ 133,613          | \$ (957)              | -1%         | \$ 132,656                    | \$ 119,758          | \$ 12,898         | 11%       |
| 1400 - Human Resources             | \$ 50,301           | \$ 54,149           | \$ (3,848)          | -7%         |       | \$ 148,529          | \$ 162,719          | \$ (14,190)           | -9%         | \$ 148,529                    | \$ 126,515          | \$ 22,014         | 17%       |
| 1500 - Information Technology      | \$ 49,597           | \$ 50,436           | \$ (839)            | -2%         | 4     | \$ 147,894          | \$ 157,610          | \$ (9,716)            | -6%         | \$ 147,894                    | \$ 153,104          | \$ (5,210)        | -3%       |
| 1700 - District Counsel            | \$ 33,137           | \$ 37,933           | \$ (4,796)          | -13%        |       | \$ 103,847          | \$ 114,022          | \$ (10,175)           | -9%         | \$ 103,847                    | \$ 97,754           | \$ 6,093          | 6%        |
| 1800 - Risk Management             | \$ 228              | \$ 20,833           | \$ (20,605)         | -99%        |       | \$ 22,103           | \$ 62,499           | \$ (40,396)           | -65%        | \$ 22,103                     | \$ 11,186           | \$ 10,917         | 98%       |
| 2200 - Facilities Maintenance      | \$ 228,978          | \$ 216,839          | \$ 12,139           | 6%          | 5     | \$ 612,839          | \$ 652,990          | \$ (40,151)           | -6%         | \$ 612,839                    | \$ 309,094          | \$ 303,745        | 98%       |
| 3100 - Paratransit Program         | \$ 278,624          | \$ 351,712          | \$ (73,088)         | -21%        | 6     | \$ 890,762          | \$ 1,055,232        | \$ (164,470)          | -16%        | \$ 890,762                    | \$ 858,702          | \$ 32,060         | 4%        |
| 3200 - Operations                  | \$ 215,474          | \$ 226,356          | \$ (10,882)         | -5%         | 7     | \$ 651,421          | \$ 665,828          | \$ (14,407)           | -2%         | \$ 651,421                    | \$ 602,064          | \$ 49,357         | 8%        |
| 3300 - Bus Operators               | \$ 1,064,507        | \$ 1,123,289        | \$ (58,782)         | -5%         | 8     | \$ 3,180,514        | \$ 3,369,465        | \$ (188,951)          | -6%         | \$ 3,180,514                  | \$ 2,910,681        | \$ 269,833        | 9%        |
| 4100 - Fleet Maintenance           | \$ 324,083          | \$ 723,421          | \$ (399,338)        | -55%        | 9     | \$ 1,570,020        | \$ 2,170,519        | \$ (600,499)          | -28%        | \$ 1,570,020                  | \$ 1,809,315        | \$ (239,295)      | -13%      |
| 9001 - Cobra Benefits              | \$ 151              | \$ -                | \$ 151              | 100%        |       | \$ 987              | \$ -                | \$ 987                | 100%        | \$ 987                        | \$ 3,010            | \$ (2,023)        | -67%      |
| 9005 - Retired Employee Benefits   | \$ 138,864          | \$ 143,363          | \$ (4,499)          | -3%         |       | \$ 348,730          | \$ 430,089          | \$ (81,359)           | -19%        | \$ 348,730                    | \$ 358,093          | \$ (9,363)        | -3%       |
| 9014 - Operating Grants            | \$ 305              | \$ -                | \$ 305              | 100%        |       | \$ 11,848           | \$ -                | \$ 11,848             | 100%        | \$ 11,848                     | \$ -                | \$ 11,848         | 100%      |
| 110020 - Operating Grants          | \$ -                | \$ -                | \$ -                | 0%          |       | \$ -                | \$ -                | \$ -                  | 0%          | \$ -                          | \$ -                | \$ -              | 0%        |
| 100 - New Flyer Parts Credit       | \$ 160,536          | \$ -                | \$ 160,536          | 100%        |       | \$ 0                | \$ -                | \$ 0                  | 100%        | \$ 0                          | \$ -                | \$ 0              | 100%      |
| <b>Total Operating Expenses</b>    | <b>\$ 2,869,152</b> | <b>\$ 3,291,598</b> | <b>\$ (422,446)</b> | <b>-13%</b> |       | <b>\$ 8,486,860</b> | <b>\$ 9,743,059</b> | <b>\$ (1,256,199)</b> | <b>-13%</b> | <b>\$ 8,486,860</b>           | <b>\$ 8,048,779</b> | <b>\$ 438,081</b> | <b>5%</b> |

\*\* does not include depreciation

**Current Period Notes:**

- 1) Administration is under budget due to less than anticipated Prof & Tech Fees (web site redesign).
- 2) Finance is under budget due to funds for GASB 43 & 45 Actuarial not spent in September 2008 and less than anticipated insurance - property expenses.
- 3) Customer service is over budget due to the printing of route stickers in September 2008.
- 4) Risk Management is under budget due to below budgeted settlement costs paid in September 2008.
- 5) Facilities Maint is over budget due to higher than anticipated Custodial services, Repair Bldg & Impr, and Repair equipment expenses for the month.
- 6) Paratransit Program is under budget due to not beng at full complement and less than anticipated purchased transportation expense.
- 7) Operations is under budget due to not being at full complement.
- 8) Bus Operators is under budget due to not being at full complement.
- 9) Fleet is under budget due to less than anticipated fuel costs.

5-2.04





**FY09**  
**Consolidated Operating Expenses**  
**For the month ending - September 30, 2008**

|                                   | Current Period      |                     |                     |             |          | Year to Date        |                     |                     |            | YTD Year Over Year Comparison |                     |                   |            |
|-----------------------------------|---------------------|---------------------|---------------------|-------------|----------|---------------------|---------------------|---------------------|------------|-------------------------------|---------------------|-------------------|------------|
|                                   | Actual              | Budget              | \$ Var              | % Var       | Notes    | Actual              | Budget              | \$ Var              | % Var      | FY09 Actual                   | FY08                | \$ Var            | % Var      |
| <b>LABOR</b>                      |                     |                     |                     |             |          |                     |                     |                     |            |                               |                     |                   |            |
| 501011 Bus Operator Pay           | \$ 672,625          | \$ 677,566          | \$ (4,941)          | -1%         |          | \$ 1,936,047        | \$ 2,032,698        | \$ (96,651)         | -5%        | \$ 1,936,047                  | \$ 1,748,864        | \$ 187,183        | 11%        |
| 501013 Bus Operator Overtime      | \$ 80,270           | \$ 114,459          | \$ (34,189)         | -30%        |          | \$ 188,885          | \$ 343,377          | \$ (154,492)        | -45%       | \$ 188,885                    | \$ 247,718          | \$ (58,833)       | -24%       |
| 501021 Other Salaries             | \$ 521,642          | \$ 511,197          | \$ 10,445           | 2%          |          | \$ 1,514,568        | \$ 1,533,591        | \$ (19,023)         | -1%        | \$ 1,514,568                  | \$ 1,449,916        | \$ 64,652         | 4%         |
| 501023 Other Overtime             | \$ 19,194           | \$ 24,661           | \$ (5,467)          | -22%        |          | \$ 65,164           | \$ 73,983           | \$ (8,819)          | -12%       | \$ 65,164                     | \$ 71,187           | \$ (6,023)        | -8%        |
| <b>Total Labor -</b>              | <b>\$ 1,293,731</b> | <b>\$ 1,327,883</b> | <b>\$ (34,152)</b>  | <b>-3%</b>  |          | <b>\$ 3,704,664</b> | <b>\$ 3,983,649</b> | <b>\$ (278,985)</b> | <b>-7%</b> | <b>\$ 3,704,664</b>           | <b>\$ 3,517,685</b> | <b>\$ 186,979</b> | <b>5%</b>  |
| <b>FRINGE BENEFITS</b>            |                     |                     |                     |             |          |                     |                     |                     |            |                               |                     |                   |            |
| 502011 Medicare/Soc. Sec.         | \$ 17,800           | \$ 17,160           | \$ 640              | 4%          |          | \$ 52,655           | \$ 51,480           | \$ 1,175            | 2%         | \$ 52,655                     | \$ 48,587           | \$ 4,068          | 8%         |
| 502021 Retirement                 | \$ 187,786          | \$ 189,461          | \$ (1,675)          | -1%         |          | \$ 558,192          | \$ 568,383          | \$ (10,191)         | -2%        | \$ 558,192                    | \$ 489,912          | \$ 68,280         | 14%        |
| 502031 Medical Insurance          | \$ 419,658          | \$ 461,116          | \$ (41,458)         | -9%         |          | \$ 1,202,625        | \$ 1,383,348        | \$ (180,723)        | -13%       | \$ 1,202,625                  | \$ 1,123,893        | \$ 78,732         | 7%         |
| 502041 Dental Insurance           | \$ 39,037           | \$ 41,270           | \$ (2,233)          | -5%         |          | \$ 118,703          | \$ 123,810          | \$ (5,107)          | -4%        | \$ 118,703                    | \$ 112,604          | \$ 6,099          | 5%         |
| 502045 Vision Insurance           | \$ 11,128           | \$ 11,591           | \$ (463)            | -4%         |          | \$ 33,320           | \$ 34,773           | \$ (1,453)          | -4%        | \$ 33,320                     | \$ 32,303           | \$ 1,017          | 3%         |
| 502051 Life Insurance             | \$ 3,232            | \$ 4,163            | \$ (931)            | -22%        |          | \$ 14,354           | \$ 12,491           | \$ 1,863            | 15%        | \$ 14,354                     | \$ 7,817            | \$ 6,537          | 84%        |
| 502060 State Disability           | \$ 11,267           | \$ 14,921           | \$ (3,654)          | -24%        |          | \$ 33,668           | \$ 44,763           | \$ (11,095)         | -25%       | \$ 33,668                     | \$ 25,835           | \$ 7,833          | 30%        |
| 502061 Disability Insurance       | \$ 16,722           | \$ 17,183           | \$ (461)            | -3%         |          | \$ 52,258           | \$ 51,549           | \$ 709              | 1%         | \$ 52,258                     | \$ 50,548           | \$ 1,710          | 3%         |
| 502071 State Unemp. Ins           | \$ 127              | \$ 689              | \$ (562)            | -82%        |          | \$ 458              | \$ 1,363            | \$ (905)            | -66%       | \$ 458                        | \$ 1,483            | \$ (1,025)        | -69%       |
| 502081 Worker's Comp. Ins.        | \$ 92,695           | \$ 91,592           | \$ 1,103            | 1%          |          | \$ 256,175          | \$ 274,776          | \$ (18,601)         | -7%        | \$ 256,175                    | \$ 197,550          | \$ 58,625         | 30%        |
| 502083 Worker's Comp IBNR         | \$ -                | \$ -                | \$ -                | 0%          |          | \$ -                | \$ -                | \$ -                | 0%         | \$ -                          | \$ -                | \$ -              | 0%         |
| 502101 Holiday Pay                | \$ 11,327           | \$ 32,290           | \$ (20,963)         | -65%        |          | \$ 58,608           | \$ 96,872           | \$ (38,264)         | -39%       | \$ 58,608                     | \$ 52,181           | \$ 6,427          | 12%        |
| 502103 Floating Holiday           | \$ 792              | \$ 1,853            | \$ (1,061)          | -57%        |          | \$ 2,845            | \$ 8,250            | \$ (5,405)          | -66%       | \$ 2,845                      | \$ 8,977            | \$ (6,132)        | -68%       |
| 502109 Sick Leave                 | \$ 44,299           | \$ 72,390           | \$ (28,091)         | -39%        |          | \$ 148,773          | \$ 217,169          | \$ (68,396)         | -31%       | \$ 148,773                    | \$ 149,611          | \$ (838)          | -1%        |
| 502111 Annual Leave               | \$ 131,375          | \$ 142,987          | \$ (11,612)         | -8%         |          | \$ 520,739          | \$ 428,961          | \$ 91,778           | 21%        | \$ 520,739                    | \$ 439,942          | \$ 80,797         | 18%        |
| 502121 Other Paid Absence         | \$ 12,397           | \$ 11,824           | \$ 573              | 5%          |          | \$ 29,463           | \$ 35,472           | \$ (6,009)          | -17%       | \$ 29,463                     | \$ 23,245           | \$ 6,218          | 27%        |
| 502251 Physical Exams             | \$ 375              | \$ 1,107            | \$ (732)            | -66%        |          | \$ 1,145            | \$ 3,320            | \$ (2,175)          | -66%       | \$ 1,145                      | \$ 990              | \$ 155            | 16%        |
| 502253 Driver Lic Renewal         | \$ 182              | \$ 363              | \$ (181)            | -50%        |          | \$ 310              | \$ 1,089            | \$ (779)            | -72%       | \$ 310                        | \$ 356              | \$ (46)           | -13%       |
| 502999 Other Fringe Benefits      | \$ 5,326            | \$ 10,519           | \$ (5,193)          | -49%        |          | \$ 18,803           | \$ 31,557           | \$ (12,754)         | -40%       | \$ 18,803                     | \$ 28,015           | \$ (9,212)        | -33%       |
| <b>Total Fringe Benefits -</b>    | <b>\$ 1,005,525</b> | <b>\$ 1,122,479</b> | <b>\$ (116,954)</b> | <b>-10%</b> |          | <b>\$ 3,103,094</b> | <b>\$ 3,369,426</b> | <b>\$ (266,332)</b> | <b>-8%</b> | <b>\$ 3,103,094</b>           | <b>\$ 2,793,849</b> | <b>\$ 309,245</b> | <b>11%</b> |
| <b>Total Personnel Expenses -</b> | <b>\$ 2,299,256</b> | <b>\$ 2,450,362</b> | <b>\$ (151,106)</b> | <b>-6%</b>  | <b>1</b> | <b>\$ 6,807,758</b> | <b>\$ 7,353,075</b> | <b>\$ (545,317)</b> | <b>-7%</b> | <b>\$ 6,807,758</b>           | <b>\$ 6,311,534</b> | <b>\$ 496,224</b> | <b>8%</b>  |

5-2.05



**FY09**  
**Consolidated Operating Expenses**  
**For the month ending - September 30, 2008**

|  | Current Period    |                   |                     |             |       | Year to Date      |                     |                     |             | YTD Year Over Year Comparison |                   |                     |             |
|--|-------------------|-------------------|---------------------|-------------|-------|-------------------|---------------------|---------------------|-------------|-------------------------------|-------------------|---------------------|-------------|
|  | Actual            | Budget            | \$ Var              | % Var       | Notes | Actual            | Budget              | \$ Var              | % Var       | FY09 Actual                   | FY08              | \$ Var              | % Var       |
| <b>SERVICES</b>                                |                   |                   |                     |             |       |                   |                     |                     |             |                               |                   |                     |             |
| 503011 Acctg & Audit Fees                      | \$ 3,600          | \$ 5,500          | \$ (1,900)          | -35%        |       | \$ 25,600         | \$ 27,500           | \$ (1,900)          | -7%         | \$ 25,600                     | \$ 21,486         | \$ 4,114            | 19%         |
| 503012 Admin & Bank Fees                       | \$ 47,855         | \$ 49,350         | \$ (1,495)          | -3%         |       | \$ 48,996         | \$ 52,070           | \$ (3,074)          | -6%         | \$ 48,996                     | \$ 42,858         | \$ 6,138            | 14%         |
| 503031 Prof & Tech Fees                        | \$ 10,136         | \$ 42,711         | \$ (32,575)         | -76%        | 2     | \$ 33,297         | \$ 78,641           | \$ (45,344)         | -58%        | \$ 33,297                     | \$ 31,998         | \$ 1,299            | 4%          |
| 503032 Legislative Services                    | \$ 7,500          | \$ 8,367          | \$ (867)            | -10%        |       | \$ 22,500         | \$ 25,101           | \$ (2,601)          | -10%        | \$ 22,500                     | \$ 22,970         | \$ (470)            | -2%         |
| 503033 Legal Services                          | \$ -              | \$ 4,583          | \$ (4,583)          | -100%       |       | \$ -              | \$ 13,749           | \$ (13,749)         | -100%       | \$ -                          | \$ 74             | \$ (74)             | -100%       |
| 503034 Pre-Employ Exams                        | \$ 343            | \$ 1,180          | \$ (837)            | -71%        |       | \$ 1,848          | \$ 3,540            | \$ (1,692)          | -48%        | \$ 1,848                      | \$ 3,682          | \$ (1,834)          | -50%        |
| 503041 Temp Help                               | \$ 15,922         | \$ -              | \$ 15,922           | 100%        | 3     | \$ 39,787         | \$ -                | \$ 39,787           | 100%        | \$ 39,787                     | \$ 37,012         | \$ 2,775            | 7%          |
| 503161 Custodial Services                      | \$ 7,269          | \$ 5,642          | \$ 1,627            | 29%         |       | \$ 17,677         | \$ 16,926           | \$ 751              | 4%          | \$ 17,677                     | \$ 15,878         | \$ 1,799            | 11%         |
| 503162 Uniform & Laundry                       | \$ 3,889          | \$ 3,629          | \$ 260              | 7%          |       | \$ 9,680          | \$ 10,887           | \$ (1,207)          | -11%        | \$ 9,680                      | \$ 10,669         | \$ (989)            | -9%         |
| 503171 Security Services                       | \$ 28,948         | \$ 34,083         | \$ (5,135)          | -15%        |       | \$ 87,812         | \$ 102,249          | \$ (14,437)         | -14%        | \$ 87,812                     | \$ 81,094         | \$ 6,718            | 8%          |
| 503221 Classified/Legal Ads                    | \$ 921            | \$ 2,475          | \$ (1,554)          | -63%        |       | \$ 4,565          | \$ 7,425            | \$ (2,860)          | -39%        | \$ 4,565                      | \$ 3,680          | \$ 885              | 24%         |
| 503222 Legal Advertising                       | \$ -              | \$ -              | \$ -                | 0%          |       | \$ -              | \$ -                | \$ -                | 0%          | \$ -                          | \$ -              | \$ -                | 0%          |
| 503225 Graphic Services                        | \$ -              | \$ 417            | \$ (417)            | -100%       |       | \$ -              | \$ 1,251            | \$ (1,251)          | -100%       | \$ -                          | \$ -              | \$ -                | 0%          |
| 503351 Repair - Bldg & Impr                    | \$ 10,096         | \$ 7,500          | \$ 2,596            | 35%         |       | \$ 20,750         | \$ 22,500           | \$ (1,750)          | -8%         | \$ 20,750                     | \$ 12,977         | \$ 7,773            | 60%         |
| 503352 Repair - Equipment                      | \$ 40,498         | \$ 39,037         | \$ 1,461            | 4%          |       | \$ 74,571         | \$ 117,111          | \$ (42,540)         | -36%        | \$ 74,571                     | \$ 33,909         | \$ 40,662           | 120%        |
| 503353 Repair - Rev Vehicle                    | \$ 34,250         | \$ 30,000         | \$ 4,250            | 14%         |       | \$ 137,111        | \$ 90,000           | \$ 47,111           | 52%         | \$ 137,111                    | \$ 76,815         | \$ 60,296           | 78%         |
| 503354 Repair - Non Rev Vehicle                | \$ 1,446          | \$ 2,500          | \$ (1,054)          | -42%        |       | \$ 9,367          | \$ 7,500            | \$ 1,867            | 25%         | \$ 9,367                      | \$ 4,133          | \$ 5,234            | 127%        |
| 503363 Haz Mat Disposal                        | \$ 3,021          | \$ 2,516          | \$ 505              | 20%         |       | \$ 8,952          | \$ 7,549            | \$ 1,403            | 19%         | \$ 8,952                      | \$ 9,090          | \$ (138)            | -2%         |
| <b>Total Services -</b>                        | <b>\$ 215,694</b> | <b>\$ 239,490</b> | <b>\$ (23,796)</b>  | <b>-10%</b> |       | <b>\$ 542,513</b> | <b>\$ 583,999</b>   | <b>\$ (41,486)</b>  | <b>-7%</b>  | <b>\$ 542,513</b>             | <b>\$ 408,325</b> | <b>\$ 134,188</b>   | <b>33%</b>  |
| <b>MOBILE MATERIALS AND SUPPLIES</b>           |                   |                   |                     |             |       |                   |                     |                     |             |                               |                   |                     |             |
| 504011 Fuels & Lube Non Rev Veh                | \$ 19,485         | \$ 16,417         | \$ 3,068            | 19%         |       | \$ 43,726         | \$ 49,251           | \$ (5,525)          | -11%        | \$ 43,726                     | \$ 38,194         | \$ 5,532            | 14%         |
| 504012 Fuels & Lube Rev Veh                    | \$ 61,022         | \$ 262,500        | \$ (201,478)        | -77%        | 4     | \$ 450,956        | \$ 787,500          | \$ (336,544)        | -43%        | \$ 450,956                    | \$ 485,973        | \$ (35,017)         | -7%         |
| 504021 Tires & Tubes                           | \$ 15,091         | \$ 17,083         | \$ (1,992)          | -12%        |       | \$ 55,028         | \$ 51,249           | \$ 3,779            | 7%          | \$ 55,028                     | \$ 51,864         | \$ 3,164            | 6%          |
| 504161 Other Mobile Supplies                   | \$ 813            | \$ 833            | \$ (20)             | -2%         |       | \$ 2,487          | \$ 2,499            | \$ (12)             | 0%          | \$ 2,487                      | \$ 1,339          | \$ 1,148            | 86%         |
| 504191 Rev Vehicle Parts                       | \$ 57,330         | \$ 64,750         | \$ (7,420)          | -11%        |       | \$ (17,853)       | \$ 194,250          | \$ (212,103)        | -109%       | \$ (17,853)                   | \$ 191,214        | \$ (209,067)        | -109%       |
| <b>Total Mobile Materials &amp; Supplies -</b> | <b>\$ 153,741</b> | <b>\$ 361,583</b> | <b>\$ (207,842)</b> | <b>-57%</b> |       | <b>\$ 534,344</b> | <b>\$ 1,084,749</b> | <b>\$ (550,405)</b> | <b>-51%</b> | <b>\$ 534,344</b>             | <b>\$ 768,584</b> | <b>\$ (234,240)</b> | <b>-30%</b> |

5-2.06



**FY09**  
**Consolidated Operating Expenses**  
**For the month ending - September 30, 2008**

|   | Current Period   |                  |                    |             |       | Year to Date      |                   |                    |             | YTD Year Over Year Comparison |                  |                  |             |
|---|------------------|------------------|--------------------|-------------|-------|-------------------|-------------------|--------------------|-------------|-------------------------------|------------------|------------------|-------------|
|   | Actual           | Budget           | \$ Var             | % Var       | Notes | Actual            | Budget            | \$ Var             | % Var       | FY09 Actual                   | FY08             | \$ Var           | % Var       |
| <b><u>OTHER MATERIALS &amp; SUPPLIES</u></b>  |                  |                  |                    |             |       |                   |                   |                    |             |                               |                  |                  |             |
| 504205 Freight Out                            | \$ 194           | \$ 292           | \$ (98)            | -34%        |       | \$ 729            | \$ 876            | \$ (147)           | -17%        | \$ 729                        | \$ 645           | \$ 84            | 13%         |
| 504211 Postage & Mailing                      | \$ 3,615         | \$ 1,720         | \$ 1,895           | 110%        |       | \$ 3,931          | \$ 5,160          | \$ (1,229)         | -24%        | \$ 3,931                      | \$ 4,509         | \$ (578)         | -13%        |
| 504214 Promotional Items                      | \$ -             | \$ -             | \$ -               | 0%          |       | \$ -              | \$ -              | \$ -               | 0%          | \$ -                          | \$ -             | \$ -             | 0%          |
| 504215 Printing                               | \$ 14,049        | \$ 9,400         | \$ 4,649           | 49%         | 5     | \$ 24,259         | \$ 21,200         | \$ 3,059           | 14%         | \$ 24,259                     | \$ 16,455        | \$ 7,804         | 47%         |
| 504217 Photo Supply/Processing                | \$ 637           | \$ 808           | \$ (171)           | -21%        |       | \$ 906            | \$ 2,424          | \$ (1,518)         | -63%        | \$ 906                        | \$ 191           | \$ 715           | 374%        |
| 504311 Office Supplies                        | \$ 8,601         | \$ 7,455         | \$ 1,146           | 15%         |       | \$ 22,488         | \$ 22,365         | \$ 123             | 1%          | \$ 22,488                     | \$ 30,356        | \$ (7,868)       | -26%        |
| 504315 Safety Supplies                        | \$ 1,446         | \$ 2,692         | \$ (1,246)         | -46%        |       | \$ 5,987          | \$ 8,076          | \$ (2,089)         | -26%        | \$ 5,987                      | \$ 7,955         | \$ (1,968)       | -25%        |
| 504317 Cleaning Supplies                      | \$ 2,149         | \$ 4,500         | \$ (2,351)         | -52%        |       | \$ 10,397         | \$ 13,500         | \$ (3,103)         | -23%        | \$ 10,397                     | \$ 11,209        | \$ (812)         | -7%         |
| 504409 Repair/Maint Supplies                  | \$ 2,895         | \$ 3,833         | \$ (938)           | -24%        |       | \$ 15,058         | \$ 11,499         | \$ 3,559           | 31%         | \$ 15,058                     | \$ 9,368         | \$ 5,690         | 61%         |
| 504421 Non-Inventory Parts                    | \$ 3,580         | \$ 3,500         | \$ 80              | 2%          |       | \$ 11,704         | \$ 13,000         | \$ (1,296)         | -10%        | \$ 11,704                     | \$ 10,751        | \$ 953           | 9%          |
| 504511 Small Tools                            | \$ 217           | \$ 833           | \$ (616)           | -74%        |       | \$ 1,878          | \$ 2,499          | \$ (621)           | -25%        | \$ 1,878                      | \$ 980           | \$ 898           | 92%         |
| 504515 Employee Tool Rplcmt                   | \$ 108           | \$ 217           | \$ (109)           | -50%        |       | \$ 505            | \$ 651            | \$ (146)           | -22%        | \$ 505                        | \$ 108           | \$ 397           | 368%        |
| <b>Total Other Materials &amp; Supplies -</b> | <b>\$ 37,491</b> | <b>\$ 35,250</b> | <b>\$ 2,241</b>    | <b>6%</b>   |       | <b>\$ 97,842</b>  | <b>\$ 101,250</b> | <b>\$ (3,408)</b>  | <b>-3%</b>  | <b>\$ 97,842</b>              | <b>\$ 92,527</b> | <b>\$ 5,315</b>  | <b>6%</b>   |
| <b><u>UTILITIES</u></b>                       |                  |                  |                    |             |       |                   |                   |                    |             |                               |                  |                  |             |
| 505011 Gas & Electric                         | \$ 15,309        | \$ 18,417        | \$ (3,108)         | -17%        |       | \$ 41,443         | \$ 55,253         | \$ (13,810)        | -25%        | \$ 41,443                     | \$ 39,998        | \$ 1,445         | 4%          |
| 505021 Water & Garbage                        | \$ 13,807        | \$ 10,313        | \$ 3,494           | 34%         |       | \$ 34,144         | \$ 30,939         | \$ 3,205           | 10%         | \$ 34,144                     | \$ 32,963        | \$ 1,181         | 4%          |
| 505031 Telecommunications                     | \$ 9,564         | \$ 10,026        | \$ (462)           | -5%         |       | \$ 24,181         | \$ 30,076         | \$ (5,895)         | -20%        | \$ 24,181                     | \$ 21,225        | \$ 2,956         | 14%         |
| <b>Total Utilities -</b>                      | <b>\$ 38,680</b> | <b>\$ 38,756</b> | <b>\$ (76)</b>     | <b>0%</b>   |       | <b>\$ 99,768</b>  | <b>\$ 116,268</b> | <b>\$ (16,500)</b> | <b>-14%</b> | <b>\$ 99,768</b>              | <b>\$ 94,186</b> | <b>\$ 5,582</b>  | <b>6%</b>   |
| <b><u>CASUALTY &amp; LIABILITY</u></b>        |                  |                  |                    |             |       |                   |                   |                    |             |                               |                  |                  |             |
| 506011 Insurance - Property                   | \$ 5,912         | \$ 9,862         | \$ (3,950)         | -40%        |       | \$ 17,736         | \$ 29,586         | \$ (11,850)        | -40%        | \$ 17,736                     | \$ 4,536         | \$ 13,200        | 291%        |
| 506015 Insurance - PL & PD                    | \$ 40,526        | \$ 42,500        | \$ (1,974)         | -5%         |       | \$ 121,578        | \$ 127,500        | \$ (5,922)         | -5%         | \$ 121,578                    | \$ 68,724        | \$ 52,854        | 77%         |
| 506021 Insurance - Other                      | \$ -             | \$ 67            | \$ (67)            | -100%       |       | \$ -              | \$ 201            | \$ (201)           | -100%       | \$ -                          | \$ 829           | \$ (829)         | -100%       |
| 506123 Settlement Costs                       | \$ 43            | \$ 12,500        | \$ (12,457)        | -100%       | 6     | \$ 21,748         | \$ 37,500         | \$ (15,752)        | -42%        | \$ 21,748                     | \$ 10,997        | \$ 10,751        | 98%         |
| 506127 Repairs - Dist Prop                    | \$ (3,620)       | \$ -             | \$ (3,620)         | 100%        |       | \$ (3,087)        | \$ -              | \$ (3,087)         | 100%        | \$ (3,087)                    | \$ (3,466)       | \$ 379           | -11%        |
| <b>Total Casualty &amp; Liability -</b>       | <b>\$ 42,861</b> | <b>\$ 64,929</b> | <b>\$ (22,068)</b> | <b>-34%</b> |       | <b>\$ 157,975</b> | <b>\$ 194,787</b> | <b>\$ (36,812)</b> | <b>-19%</b> | <b>\$ 157,975</b>             | <b>\$ 81,620</b> | <b>\$ 76,355</b> | <b>94%</b>  |
| <b><u>TAXES</u></b>                           |                  |                  |                    |             |       |                   |                   |                    |             |                               |                  |                  |             |
| 507051 Fuel Tax                               | \$ 223           | \$ 917           | \$ (694)           | -76%        |       | \$ 10,065         | \$ 2,750          | \$ 7,315           | 266%        | \$ 10,065                     | \$ 1,671         | \$ 8,394         | 502%        |
| 507201 Licenses & permits                     | \$ 279           | \$ 1,113         | \$ (834)           | -75%        |       | \$ 279            | \$ 3,339          | \$ (3,060)         | -92%        | \$ 279                        | \$ 1,279         | \$ (1,000)       | -78%        |
| 507999 Other Taxes                            | \$ -             | \$ 500           | \$ (500)           | -100%       |       | \$ 2,485          | \$ 1,500          | \$ 985             | 66%         | \$ 2,485                      | \$ 1,211         | \$ 1,274         | 105%        |
| <b>Total Utilities -</b>                      | <b>\$ 502</b>    | <b>\$ 2,530</b>  | <b>\$ (2,028)</b>  | <b>-80%</b> |       | <b>\$ 12,829</b>  | <b>\$ 7,589</b>   | <b>\$ 5,240</b>    | <b>69%</b>  | <b>\$ 12,829</b>              | <b>\$ 4,161</b>  | <b>\$ 8,668</b>  | <b>208%</b> |

5-2.07



**FY09**  
**Consolidated Operating Expenses**  
**For the month ending - September 30, 2008**

|  | Current Period      |                     |                     |             |       | Year to Date        |                     |                       |             | YTD Year Over Year Comparison |                     |                    |            |
|--|---------------------|---------------------|---------------------|-------------|-------|---------------------|---------------------|-----------------------|-------------|-------------------------------|---------------------|--------------------|------------|
|  | Actual              | Budget              | \$ Var              | % Var       | Notes | Actual              | Budget              | \$ Var                | % Var       | FY09 Actual                   | FY08                | \$ Var             | % Var      |
| <b><u>PURCHASED TRANSPORTATION</u></b> |                     |                     |                     |             |       |                     |                     |                       |             |                               |                     |                    |            |
| 503406 Contr/Paratrans                 | \$ 7,367            | \$ 20,833           | \$ (13,466)         | -65%        | 7     | \$ 16,439           | \$ 62,499           | \$ (46,060)           | -74%        | \$ 16,439                     | \$ 87,810           | \$ (71,371)        | -81%       |
| Total Purchased Transportation -       | \$ 7,367            | \$ 20,833           | \$ (13,466)         | -65%        |       | \$ 16,439           | \$ 62,499           | \$ (46,060)           | -74%        | \$ 16,439                     | \$ 87,810           | \$ (71,371)        | -81%       |
| <b><u>MISC</u></b>                     |                     |                     |                     |             |       |                     |                     |                       |             |                               |                     |                    |            |
| 509011 Dues & Subscriptions            | \$ 4,400            | \$ 5,355            | \$ (955)            | -18%        |       | \$ 15,985           | \$ 16,065           | \$ (80)               | 0%          | \$ 15,985                     | \$ 5,762            | \$ 10,223          | 177%       |
| 509085 Advertising - Rev Product       | \$ -                | \$ -                | \$ -                | 0%          |       | \$ -                | \$ -                | \$ -                  | 0%          | \$ -                          | \$ -                | \$ -               | 0%         |
| 509101 Emp Incentive Prog              | \$ -                | \$ 1,109            | \$ (1,109)          | -100%       |       | \$ 106              | \$ 3,327            | \$ (3,221)            | -97%        | \$ 106                        | \$ 213              | \$ (107)           | -50%       |
| 509121 Employee Training               | \$ 2,432            | \$ 2,492            | \$ (60)             | -2%         |       | \$ 8,787            | \$ 13,476           | \$ (4,689)            | -35%        | \$ 8,787                      | \$ 4,974            | \$ 3,813           | 77%        |
| 509123 Travel                          | \$ 4,347            | \$ 6,002            | \$ (1,655)          | -28%        |       | \$ 8,553            | \$ 18,007           | \$ (9,454)            | -53%        | \$ 8,553                      | \$ 9,040            | \$ (487)           | -5%        |
| 509125 Local Meeting Exp               | \$ 132              | \$ 390              | \$ (258)            | -66%        |       | \$ 554              | \$ 1,170            | \$ (616)              | -53%        | \$ 554                        | \$ 931              | \$ (377)           | -40%       |
| 509127 Board Director Fees             | \$ 900              | \$ 1,100            | \$ (200)            | -18%        |       | \$ 2,600            | \$ 3,300            | \$ (700)              | -21%        | \$ 2,600                      | \$ 3,800            | \$ (1,200)         | -32%       |
| 509150 Contributions                   | \$ -                | \$ 54               | \$ (54)             | -100%       |       | \$ -                | \$ 162              | \$ (162)              | -100%       | \$ -                          | \$ 98               | \$ (98)            | -100%      |
| 509197 Sales Tax Expense               | \$ -                | \$ -                | \$ -                | 0%          |       | \$ -                | \$ -                | \$ -                  | 0%          | \$ -                          | \$ -                | \$ -               | 0%         |
| 509198 Cash Over/Short                 | \$ 31               | \$ 42               | \$ (11)             | -26%        |       | \$ (227)            | \$ 126              | \$ (353)              | -280%       | \$ (227)                      | \$ 52               | \$ (279)           | -537%      |
| Total Misc -                           | \$ 12,242           | \$ 16,544           | \$ (4,302)          | -26%        |       | \$ 36,358           | \$ 55,633           | \$ (19,275)           | -35%        | \$ 36,358                     | \$ 24,870           | \$ 11,488          | 46%        |
| <b><u>LEASES &amp; RENTALS</u></b>     |                     |                     |                     |             |       |                     |                     |                       |             |                               |                     |                    |            |
| 512011 Facility Rentals                | \$ 59,306           | \$ 58,721           | \$ 585              | 1%          |       | \$ 175,598          | \$ 176,163          | \$ (565)              | 0%          | \$ 175,598                    | \$ 167,565          | \$ 8,033           | 5%         |
| 512061 Equipment Rentals               | \$ 2,010            | \$ 2,600            | \$ (590)            | -23%        |       | \$ 5,432            | \$ 7,050            | \$ (1,618)            | -23%        | \$ 5,432                      | \$ 7,598            | \$ (2,166)         | -29%       |
| Total Leases & Rentals -               | \$ 61,316           | \$ 61,321           | \$ (5)              | 0%          |       | \$ 181,030          | \$ 183,213          | \$ (2,183)            | -1%         | \$ 181,030                    | \$ 175,163          | \$ 5,867           | 3%         |
| <b>Total Non-Personnel Expenses -</b>  | <b>\$ 569,894</b>   | <b>\$ 841,236</b>   | <b>\$ (271,342)</b> | <b>-32%</b> |       | <b>\$ 1,679,098</b> | <b>\$ 2,389,987</b> | <b>\$ (710,889)</b>   | <b>-30%</b> | <b>\$ 1,679,098</b>           | <b>\$ 1,737,246</b> | <b>\$ (58,148)</b> | <b>-3%</b> |
| <b>TOTAL OPERATING EXPENSE -</b>       | <b>\$ 2,869,150</b> | <b>\$ 3,291,598</b> | <b>\$ (422,448)</b> | <b>-13%</b> |       | <b>\$ 8,486,856</b> | <b>\$ 9,743,062</b> | <b>\$ (1,256,206)</b> | <b>-13%</b> | <b>\$ 8,486,856</b>           | <b>\$ 8,048,780</b> | <b>\$ 438,076</b>  | <b>5%</b>  |

\*\* does not include depreciation

**Current Period Notes:**

- 1) Total Personnel Expenses are below budget due to not being at full complement.
- 2) Prof & Tech Fees are below budget due to website redesign straight-lined and GASB 43&45 Actuarial funds not spent in September FY09.
- 3) Temp Help is over budget due to vacancies and work loads. (Expense is offset by savings in personnel expense.)

5-2-08



**FY09**  
**Consolidated Operating Expenses**  
*For the month ending - September 30, 2008*

|                         | Current Period |               |               |              |  | Year to Date  |               |               |              | YTD Year Over Year Comparison |             |               |              |
|-------------------------|----------------|---------------|---------------|--------------|--|---------------|---------------|---------------|--------------|-------------------------------|-------------|---------------|--------------|
|                         | <u>Actual</u>  | <u>Budget</u> | <u>\$ Var</u> | <u>% Var</u> | <u>Notes</u>   | <u>Actual</u> | <u>Budget</u> | <u>\$ Var</u> | <u>% Var</u> | <u>FY09</u>                   | <u>FY08</u> | <u>\$ Var</u> | <u>% Var</u> |
| 4) Fuels & Lube Rev Veh |                |               |               |              | is under budget due to the CNG conversion and the resulting economies in fuel consumption. |               |               |               |              |                               |             |               |              |
| 5) Printing             |                |               |               |              | is over budget due to the printing of route stickers in Customer Service.                  |               |               |               |              |                               |             |               |              |
| 6) Settlement costs     |                |               |               |              | are under budget due to less than anticipated settlement costs for the month.              |               |               |               |              |                               |             |               |              |
| 7) Contr/Paratrans      |                |               |               |              | is under budget. Less than budgeted rides were needed for the month.                       |               |               |               |              |                               |             |               |              |

5-2-09



**FY2009  
CAPITAL BUDGET**

*For the month ending - September 30, 2008*

|  | <u>YTD Actual</u>   | <u>FY09 Budget</u>   | <u>Remaining Budget</u> | <u>% Spent YTD</u> |
|--|---------------------|----------------------|-------------------------|--------------------|
| <b><u>Grant-Funded Projects</u></b>                      |                     |                      |                         |                    |
| MetroBase Maintenance Facility                           | \$ 1,009,300        | \$ 3,605,404         | \$ 2,596,104            | 28%                |
| MetroBase Operations Facility                            | \$ -                | \$ 9,404,019         | \$ 9,404,019            | 0%                 |
| Local Bus Replacement                                    | \$ 2,914,330        | \$ 3,572,932         | \$ 658,601              | 82%                |
| CNG Bus Conversions                                      | \$ 1,621,171        | \$ 3,410,000         | \$ 1,788,829            | 48%                |
| Pacific Station Project                                  | \$ 1,061            | \$ 3,190,300         | \$ 3,189,239            | 0%                 |
| H17 Bus Replacement                                      | \$ -                | \$ 2,359,050         | \$ 2,359,050            | 0%                 |
| Advanced Traveller Information System                    | \$ -                | \$ 500,000           | \$ 500,000              | 0%                 |
| Facility Camera Security System                          | \$ -                | \$ 220,000           | \$ 220,000              | 0%                 |
| Bus Camera Project                                       | \$ -                | \$ 205,000           | \$ 205,000              | 0%                 |
| Trapeze Pass Interactive Voice Response System           | \$ -                | \$ 91,141            | \$ 91,141               | 0%                 |
| Replace Dispatch Console                                 | \$ 18,048           | \$ 25,000            | \$ 6,952                | 72%                |
| <b>Subtotal Grant Funded Projects</b>                    | <b>\$ 5,563,911</b> | <b>\$ 26,582,846</b> | <b>\$ 21,018,935</b>    | <b>21%</b>         |
| <b><u>District Funded Projects</u></b>                   |                     |                      |                         |                    |
| <b><u>IT Projects</u></b>                                |                     |                      |                         |                    |
| Replace Fleet & Facilities Maintenance Software          | \$ -                | \$ 470,000           | \$ 470,000              | 0%                 |
| Upgrade District Phone System                            | \$ -                | \$ 100,000           | \$ 100,000              | 0%                 |
| GFI Data Warehouse Project: Phase I                      | \$ -                | \$ 65,000            | \$ 65,000               | 0%                 |
| Replace 4 Windows and 1 Sun Server                       | \$ 49,496           | \$ 50,000            | \$ 504                  | 99%                |
| Trapeze Pass Customer Certification Software             | \$ -                | \$ 46,000            | \$ 46,000               | 0%                 |
| ATP - Hastus Run Time Analysis Program - IT/OPS          | \$ 18,695           | \$ 19,264            | \$ 569                  | 97%                |
| Upgrade GFI software to System 7 Version 2               | \$ -                | \$ 17,000            | \$ 17,000               | 0%                 |
| (2) Laptops (1) IT (1) Financial Analyst                 | \$ -                | \$ 4,500             | \$ 4,500                | 0%                 |
| FMLA Tracking Software                                   | \$ -                | \$ 4,000             | \$ 4,000                | 0%                 |
| Portable Projector w/case                                | \$ -                | \$ 2,000             | \$ 2,000                | 0%                 |
| T1 Paracruz  | \$ 410              | \$ -                 | \$ (410)                | 100%               |
| <b><u>Facilities Repair &amp; Improvements</u></b>       |                     |                      |                         |                    |
| Bus Stop Improvements                                    | \$ -                | \$ 179,900           | \$ 179,900              | 0%                 |
| Passenger Waiting Shelters - LNI (10)                    | \$ -                | \$ 70,000            | \$ 70,000               | 0%                 |
| Replace Roof - Watsonville Transit Center Main Building  | \$ -                | \$ 50,000            | \$ 50,000               | 0%                 |
| Patch, Reseal, and Restripe - Greyhound Lot              | \$ -                | \$ 21,390            | \$ 21,390               | 0%                 |
| Digital ID Card Processing Equipment                     | \$ -                | \$ 17,000            | \$ 17,000               | 0%                 |
| Fencing - Service Bldg. 1200B River St.                  | \$ -                | \$ 16,000            | \$ 16,000               | 0%                 |
| Patch, Reseal, Restripe - Cavallaro Transit Center (SVT) | \$ -                | \$ 7,550             | \$ 7,550                | 0%                 |
| Patch, Reseal, Restripe - Soquel Park & Ride Lot         | \$ -                | \$ 5,650             | \$ 5,650                | 0%                 |
| Reseal Operations Facility Roof-FY08 - Retention Invoice | \$ 2,663            | \$ -                 | \$ (2,663)              | 100%               |
| Add Alarm Audio/Visual - OPS Bldg                        | \$ 1,744            | \$ -                 | \$ (1,744)              | 100%               |
| Spare Posi/Lock - 105 Nozzle Assembly                    | \$ -                | \$ 1,208             | \$ 1,208                | 0%                 |

5-2. a 10



**FY2009**  
**CAPITAL BUDGET**  
*For the month ending - September 30, 2008*

|   | <u>YTD Actual</u>   | <u>FY09 Budget</u>   | <u>Remaining Budget</u> | <u>% Spent YTD</u> |
|---|---------------------|----------------------|-------------------------|--------------------|
| <b><u>Revenue Vehicle Replacement</u></b>               |                     |                      |                         |                    |
| ParaCruz Van - Replacements (27)                        | \$ -                | \$ 2,840,804         | \$ 2,840,804            | 0%                 |
| ParaCruz Van - Expansion (3)                            | \$ -                | \$ 300,000           | \$ 300,000              | 0%                 |
| Rebuild Bus Engines - 1998 Fleet                        | \$ 100,347          | \$ 106,302           | \$ 5,955                | 94%                |
| <b><u>Non-Revenue Vehicle Replacement</u></b>           |                     |                      |                         |                    |
| Supervisor Vehicle - Hybrid                             | \$ -                | \$ 29,500            | \$ 29,500               | 0%                 |
| <b><u>Maint Equipment</u></b>                           |                     |                      |                         |                    |
| Replace Repeater for Davenport                          | \$ -                | \$ 15,000            | \$ 15,000               | 0%                 |
| Portable Steam Cleaner - Transit Center cleaning        | \$ -                | \$ 11,207            | \$ 11,207               | 0%                 |
| Battery Powered Walk Behind Sweeper - Pacific Station   | \$ -                | \$ 5,500             | \$ 5,500                | 0%                 |
| Wet/Dry Vac - Pacific Station, & other Metro facilities | \$ -                | \$ 1,400             | \$ 1,400                | 0%                 |
| Decelerometer w/Printer                                 | \$ -                | \$ 1,323             | \$ 1,323                | 0%                 |
| 2000 Watt Generator                                     | \$ -                | \$ 1,200             | \$ 1,200                | 0%                 |
| <b><u>Office Equipment</u></b>                          |                     |                      |                         |                    |
| Digital Cameras - Supervisors (12)                      | \$ -                | \$ 3,500             | \$ 3,500                | 100%               |
| <b><u>Admin</u></b>                                     |                     |                      |                         |                    |
| Purchase & Renovation of Vernon Bldg                    | \$ 786              | \$ 2,962,139         | \$ 2,961,353            | 0%                 |
| <hr/>   |                     |                      |                         |                    |
| Subtotal District Funded Projects                       | \$ 174,141          | \$ 7,424,337         | \$ 7,250,196            | 2%                 |
| <hr/>   |                     |                      |                         |                    |
| <b>TOTAL CAPITAL PROJECTS</b>                           | <b>\$ 5,738,051</b> | <b>\$ 34,007,183</b> | <b>\$ 28,269,131</b>    | <b>17%</b>         |

5-2.a11



**FY2009  
CAPITAL BUDGET**

*For the month ending - September 30, 2008*

|   | <u>YTD Actual</u>   | <u>FY09 Budget</u>   | <u>Remaining Budget</u> | <u>% Spent YTD</u> |
|---|---------------------|----------------------|-------------------------|--------------------|
| <b><u>CAPITAL FUNDING</u></b>                 |                     |                      |                         |                    |
| Federal Capital Grants                        | \$ 752,084          | \$ 2,668,343         | \$ 1,916,258            | 28%                |
| State/Other Capital Grants (STIP)             | \$ 4,535,501        | \$ 8,610,000         | \$ 4,074,499            | 53%                |
| State/Other Capital Grants (1B PTMISEA)       | \$ -                | \$ 4,404,019         | \$ 4,404,019            | 0%                 |
| State/Other Capital Grants (TCRP)             | \$ 1,061            | \$ 873,216           | \$ 872,155              | 0%                 |
| State/Other Capital Grants                    | \$ -                | \$ 500,000           | \$ 500,000              | 0%                 |
| State Security Bond Funds (1B)                | \$ 18,048           | \$ 440,505           | \$ 422,457              | 4%                 |
| STA Funding (Current Year) *                  | \$ -                | \$ 4,918,675         | \$ 4,918,675            | 0%                 |
| STA Funding (Prior Year)                      | \$ 174,141          | \$ 574,325           | \$ 400,184              | 30%                |
| Alternative Fuel Conversion Fund              | \$ -                | \$ 462,000           | \$ 462,000              | 0%                 |
| District Reserves (Lawsuit & Sakata Proceeds) | \$ 257,216          | \$ 6,440,577         | \$ 6,183,361            | 4%                 |
| Capital Reserves                              | \$ -                | \$ 4,115,523         | \$ 4,115,523            | 0%                 |
| <b>TOTAL CAPITAL FUNDING</b>                  | <b>\$ 5,738,051</b> | <b>\$ 34,007,183</b> | <b>\$ 28,269,131</b>    | <b>17%</b>         |

\* Based on FY09 STA Claim of \$5,340,804

5-2.2.12



# GOVERNMENT TORT CLAIM

## RECOMMENDED ACTION

TO: Board of Directors

FROM: District Counsel

RE: Claim of: Graves, Marilyn M.  
Date of Incident: 09/02/08

Received: 10/16/08 Claim #: 08-0028  
Occurrence Report No.: PC 09-08-01

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

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

By Margaret Gallagher  
Margaret Gallagher  
DISTRICT COUNSEL

Date: 10-16-08

---

I, Cindi Thomas, do hereby attest that the above Claim was duly presented to and the recommendations were approved by the Santa Cruz Metropolitan Transit District's Board of Directors at the meeting of November 21, 2008.

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

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

MG/lg  
Attachment(s)

CLAIM AGAINST THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

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

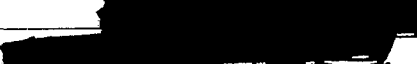
Claim # 080028

TO: BOARD OF DIRECTORS, Santa Cruz Metropolitan Transit District

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

1. Claimant's Name: Marilyn M. Graves

Claimant's Address/Post Office Box: 

Claimant's Phone Number: 

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

3. Occurrence: \_\_\_\_\_

Date: 9/2/08 Time: 2:30pm Place: Clares St., Capitola

Circumstances of occurrence or transaction giving rise to claim: I was a passenger

medical bill \$1239.00 and in a Para Cruz van all skateboard "flew" into the street in front of van. The driver slammed on the brakes & swerved to the right. I was thrown forward & back again (whiplash?) & injured my neck, back & knee.

4. General description of indebtedness, obligation, injury, damage, or loss incurred so far as is known: medical bill \$1239.00

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

6. Amount claimed now ..... \$ 1,300 + 300

Estimated amount of future loss, if known ..... \$ \_\_\_\_\_

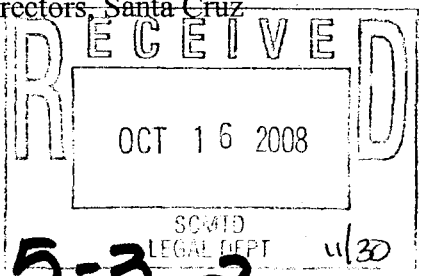
TOTAL ..... \$ 1600.00

7. Basis of above computations: medical bills, cost of transportation pain & suffering, loss of my time

Marilyn M. Graves  
CLAIMANT'S SIGNATURE (or Company Representative or Parent of Minor Claimant)

October 14, 2008  
DATE

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



# GOVERNMENT TORT CLAIM

## RECOMMENDED ACTION

TO: Board of Directors

FROM: District Counsel

RE: Claim of: Medrano, Lorraine  
Date of Incident: 05/08/08

Received: 10/28/08 Claim #: 08-0029  
Occurrence Report No.: MISC 08-10

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

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

By Margaret Gallagher  
Margaret Gallagher  
DISTRICT COUNSEL

Date: 11-06-08

---

I, Cindi Thomas, do hereby attest that the above Claim was duly presented to and the recommendations were approved by the Santa Cruz Metropolitan Transit District's Board of Directors at the meeting of November 21, 2008.

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

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

MG/lg  
Attachment(s)

CLAIM AGAINST THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

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

Claim # MISC 08-10

08-0029

TO: BOARD OF DIRECTORS, Santa Cruz Metropolitan Transit District

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

1. Claimant's Name: Lorraine Medrano

Claimant's Address/Post Office Box: \_\_\_\_\_

Claimant's Phone Number: \_\_\_\_\_

2. Address to which notices are to be sent: \_\_\_\_\_

3. Occurrence: May 8, 2008 fall due to a

carpet rug in doorway of metro

Date: 5/8/08 Time: 2:00 - 3:00pm Place: Santa Cruz Metropolitan

Circumstances of occurrence or transaction giving rise to claim: Stepped off Transit bus from Cabrillo College going into metro Center station and fell on my way into the metro due to tripping on the carpet in the entrance door. The carpet rug was rolled up and fell forward.

4. General description of indebtedness, obligation, injury, damage, or loss incurred so far as is known: Due to the fall I spoke to security Mr. Espinoza

agreed to have test done and the fire department/ambulance took me to hospital for testing and making sure there were no serious

5. Name or names of public employees or employees causing injury, damage, or loss, if known: Security Officer: Mr. Espinoza injuries due to fall.

|    |   |              |
|----|---|--------------|
| 6. | Amount claimed now .....                        | \$ 45,561.14 |
|    | Estimated amount of future loss, if known ..... | \$ 9,000.00  |
|    | TOTAL .....                                     | \$ 54,561.14 |

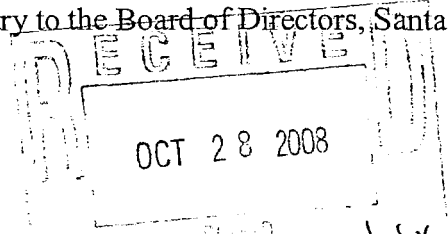
7. Basis of above computations: These are calculated by the billing Department and Emergency Medical Response at Dominica

Lorraine Medrano

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

10/28/08 Hospital for  
DATE for all  
service  
on 5/8/08  
time also.

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



5-3.4

**\*\*REVISED\*\***



## **AGENDA**

**NOVEMBER 19, 2008 - 6:00 PM  
PACIFIC STATION CONFERENCE ROOM  
920 PACIFIC AVENUE, SANTA CRUZ, CALIFORNIA**

1. ROLL CALL
2. AGENDA ADDITIONS/DELETIONS
3. ORAL/WRITTEN COMMUNICATION
4. CONSIDERATION OF MINUTES OF OCTOBER 15, 2008
5. RIDERSHIP REPORT FOR JULY 2008 AND AUGUST 2008
6. PARACRUZ OPERATIONS STATUS REPORT FOR JULY 2008
7. CONSIDERATION OF WHETHER METRO SHOULD ALLOW PARACRUZ ELIGIBLE RIDERS FREE FARES ON METRO'S FIXED ROUTE
8. CONSIDERATION AND REVIEW OF CONSULTANT PAT PIRAS' PARACRUZ ELIGIBILITY STUDY
9. REPORT BY MAC REPRESENTATIVE TO OTHER TRANSIT RELATED MEETINGS
10. DISCUSS POSSIBILITY OF A WATSONVILLE MAC MEETING AND ALTERNATE MEETING LOCATIONS
11. HEADWAYS BUS SCHEDULE
12. DISTRIBUTION OF MAC VOUCHERS
13. COMMUNICATIONS TO METRO GENERAL MANAGER
14. COMMUNICATIONS TO METRO BOARD OF DIRECTORS
15. ITEMS FOR NEXT MEETING AGENDA
16. ADJOURNMENT

*NEXT MEETING: WEDNESDAY, NOVEMBER 19, 2008, AT 6:00 PM  
PACIFIC STATION CONFERENCE ROOM*



5-4.1

**REVISED**

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT**

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

**September 17, 2008**

The METRO Advisory Committee (MAC) met on Wednesday, September 17, 2008 in the Pacific Station Conference Room located at 920 Pacific Avenue in Santa Cruz, California.

Chair Naomi Gunther called the meeting to order at 6:05 p.m.

**1. ROLL CALL:**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Heidi Curry  
Dave Williams  
Robert Yount

**VISITORS PRESENT**

None

**STAFF PRESENT**

Mary Ferrick, Fixed Route Superintendent  
Margaret Gallagher, District Counsel  
Shona Harper, Asst. Paratransit Superint.  
April Warnock, Paratransit Superintendent

**2. AGENDA ADDITIONS/DELETIONS**

None.

**3. ORAL/WRITTEN COMMUNICATION**

Written:

Two written letters of communication were distributed at the meeting, which are attached to the file copy of these minutes and will be included in the October 15, 2008 MAC Agenda Packet.

Oral:

None.

**4. CONSIDERATION OF MINUTES OF JULY 16, 2008**

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

**ACCEPT AND FILE MINUTES OF THE JULY 16, 2008 MEETING AS PRESENTED.**

**Motion passed with Stuart Rosenstein abstaining and Heidi Curry, Dave Williams and Robert Yount being absent.**

5-4.2

## REVISED

Minutes – METRO Advisory Committee  
September 17, 2008  
Page 2 of 4

### 5. RIDERSHIP REPORT FOR APRIL 2008 AND MAY 2008

Chair Naomi Gunther noted that Route 27 has been added to the report. She wanted to know if it was to be continued for the next academic year or if it was an experiment? She thought it was really helpful at the beginning of the school year, due to the large population of riders who are new to the area and to riding the bus. With the upcoming school year she thought it would be helpful to have the same supplemental service.

Mary Ferrick pointed out it is a Limited Express and that they did reshape some of the service, but she thinks the 27 still exists. It is not in *Headways*, but it is on the web site.

Vice Chair Mara Murphy thinks it's great that the total ridership has increased from last year. Pop agreed and is glad more people are using the bus.

### 6. PARACRUZ OPERATIONS STATUS REPORT FOR APRIL 2008 AND MAY 2008

Pop asked how the state budget would impact METRO.

April Warnock replied that as it stands right now the state budget does have public transportation cuts in it and that there are other transit districts in California that are in the same situation as METRO: they are over capacity and have no money to increase service.

Chair Naomi Gunther requested comments on how the budget will impact METRO once it is finalized.

April Warnock introduced Shona Harper as the new Assistant Paratransit Superintendent.

### 7. DISCUSSION OF DISCOUNTED BUS PASS PROGRAM POLICY CHANGES

Margaret Gallagher distributed a draft, which is attached to the file copy of these minutes. She reviewed the answers of Questions from E & D TAC re: Discount Fare Policy. Some changes were made eliminating the requirement of Certification of Eligibility Status for Discounted Fare if a person is 62 years of age or older (attachment "A").

Mrs. Gallagher attended the August 12, 2008, E & D TAC meeting where it was suggested some of the language used in the disability 4.04 that outlines each of the categories could be improved. The policy is currently being amended and will be presented at the October MAC meeting for further discussion.

## REVISED

Minutes – METRO Advisory Committee  
September 17, 2008  
Page 3 of 4

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

Dennis “Pop” Papadopulo reported that new drivers are being hired soon. He’d like Frank Bauer, METRO’s Safety and Training Coordinator, to contact him so he can be available for the Sensitivity Training of the new drivers.

Mary Ferrick informed the committee of the recruitment for new drivers which ends in November. There isn’t a set date for hiring or number that will be hired, but she’s assuming it will be 6 to 8 drivers. Ms. Ferrick said she will mention it to Mr. Bauer, but there is nothing eminent imminent at this time.

Ms. Ferrick also reminded everyone that September 18, 2008 is the new fall service bid and if they are riding the bus to make sure they pick up the new *Headways*. There are some additional Highway 17 services and some of the trip departure times have changed.

### 9. DISCUSSION OF ADVERTISING MAC MEETING

Chair Naomi Gunther advised that drafts of MAC meeting announcements would be distributed via email to group for any comments or changes and based on input for changes it may be added to the next MAC agenda.

Vice Chair Mara Murphy and Stuart Rosenstein suggested producing a video by Scotts Valley High School, Watsonville High School and Barrios Unidos video academies. Vice Chair Mara Murphy would like to see them come in and do a presentation on how they would present it to the community. Stuart Rosenstein will follow up on PSA’s and Community T. V. Stuart Rosenstein agreed to email Margaret Gallagher names of Watsonville community groups.

Chair Naomi Gunther suggested posting notices of MAC meetings at Cabrillo and UCSC bulletin boards as opposed to having it advertised. Vice Chair Mara Murphy suggested posting something big in the Watsonville Transit Center and also on the Watsonville bus for the November meeting in Watsonville.

Margaret Gallagher suggested an internet blog for information and communication and said that she will check to see if METRO’s Planning Intern is available to do the blog. She also mentioned that Highway 17 riders may be interested if they saw a notice posted at the Bart Cavallaro Transit Center.

Dennis Papadoupulo suggested it be in Spanish for the *Pajaronian*. Stuart Rosenstein agreed and said he doesn’t know if the Spanish community has a voice at the MAC meetings and would like to outreach in Spanish with a translator present at meetings and announcement literature to be in Spanish if affordable.



## REVISED

Minutes – METRO Advisory Committee  
September 17, 2008  
Page 4 of 4

### 10. DISTRIBUTION OF MAC VOUCHERS

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

### 11. COMMUNICATIONS TO METRO GENERAL MANAGER

Vice Chair Mara Murphy and Chair Naomi Gunther both expressed that Ciro Aguirre did an excellent job of their tour of our facilities in August. It was very informative, enjoyable and helpful.

### 12. COMMUNICATIONS TO METRO BOARD OF DIRECTORS

None.

### 13. ITEMS FOR NEXT MEETING AGENDA

- Discuss Watsonville Meeting
- Written Communication distributed at today's meeting
- Discussion of Discount Fare Policy

## ADJOURN

There being no further business, Chair Naomi Gunther thanked everyone for participating and adjourned the meeting at 7:19 p.m.

Respectfully submitted,



KAREN BLIGHT  
Administrative Assistant

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** November 21<sup>st</sup>, 2008  
**TO:** Board of Directors  
**FROM:** April Warnock, Paratransit Superintendent  
**SUBJECT:** METRO PARACRUZ OPERATIONS STATUS REPORT

## I. RECOMMENDED ACTION

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

## II. SUMMARY OF ISSUES

- METRO ParaCruz is the federally mandated ADA complementary paratransit program of the Transit District, providing shared ride, door-to-door demand-response transportation to customers certified as having disabilities that prevent them from independently using the fixed route bus.
- METRO assumed direct operation of paratransit services November 1, 2004. This November, 2008, marks the fourth anniversary of ParaCruz being administered in-house.
- Operating Statistics and customer feedback information reported are for the month of August 2008.
- ParaCruz Performance Goals are reflected in the Comparative Statistics Table in order to better compare actual performance.
- A breakdown of pick-up times beyond the ready window is included.

## III. DISCUSSION

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

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

5-5.1

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

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

|  | August 2007   | August 2008   |
|--|---------------|---------------|
| Total pick ups   | 7157          | 7163          |
| <b>Percent in “ready window”</b>                           | <b>94.62%</b> | <b>92.91%</b> |
| 1 to 5 minutes late  | 2.26%         | 2.85%         |
| 6 to 10 minutes late                                       | 1.17%         | 2.02%         |
| 11 to 15 minutes late                                      | .82%          | 1.13%         |
| 16 to 20 minutes late                                      | .35%          | .60%          |
| 21 to 25 minutes late                                      | .18%          | .21%          |
| 26 to 30 minutes late                                      | .20%          | .14%          |
| 31 to 35 minutes late                                      | .06%          | .04%          |
| 36 to 40 minutes late                                      | .04%          | .06%          |
| 41 or more minutes late<br>(excessively late/missed trips) | .06%          | .04%          |
| <b>Total beyond “ready window”</b>                         | <b>5.38%</b>  | <b>7.09%</b>  |

During the month of August 2008, ParaCruz received seventeen (17) Service Reports. One (1) was a valid service complaint related to a late pick-up. Six (6) complaints were not valid. Four (4) complaints were un-verifiable. Six (6) reports were compliments.

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

5-5.2

**Comparative Operating Statistics This Fiscal Year, Last Fiscal Year through August.**

|   | <b>August<br/>07</b> | <b>August<br/>08</b> | <b>Fiscal 07-08</b> | <b>Fiscal 08-09</b> | <b>Performance<br/>Averages</b> | <b>Performance<br/>Goals</b>     |
|---|----------------------|----------------------|---------------------|---------------------|---------------------------------|----------------------------------|
| Requested                                 | 7459                 | 7519                 | 14622               | 15832               | 8017                            |                                  |
| Performed                                 | 7157                 | 7163                 | 13983               | 15012               | 7395                            |                                  |
| Cancels                                   | 14.63%               | 16.64%               | 15.11%              | 16.61%              | 17.32%                          |                                  |
| No Shows                                  | 2.43%                | 3.36%                | 2.33%               | 3.41%               | 2.70%                           | Less than 3%                     |
| Total miles                               | 47781                | 48692                | 92901               | 100,009             | 48277                           |                                  |
| Av trip miles                             | 5.15                 | 5.25                 | 5.17                | 5.06                | 5.00                            |                                  |
| Within ready window                       | 94.62%               | 92.91%               | 94.30%              | 93.79%              | 93.97%                          | 92.00% or better                 |
| Excessively late/missed trips             | 4                    | 3                    | 9                   | 7                   | 2.5                             | Zero (0)                         |
| Call center volume                        | 5945                 | 6321                 | 11813               | 12433               | 5716                            |                                  |
| Call average seconds to answer            | 28                   | 30                   | 29                  | 29                  | 29 seconds                      | Less than 2 minutes              |
| Hold times less than 2 minutes            | 95%                  | 96%                  | 95%                 | 96%                 | 96.34%                          | Greater than 90%                 |
| Distinct riders                           | 782                  | 769                  | 979                 | 799                 | 785                             |                                  |
| Most frequent rider                       | 47 rides             | 66 rides             | 89 rides            | 77 rides            | 58 rides                        |                                  |
| Shared rides                              | 61.7%                | 58.9%                | 62.5%               | 61.9%               | 68.2%                           | Greater than 50%                 |
| Passengers per rev hour                   | 2.17                 | 2.22                 | 2.24                | 2.15                | 2.29                            | Greater than 1.6 passengers/hour |
| Rides by supplemental providers           | 20.80%               | 4.34%                | 21.79%              | 5.10%               | 11.58%                          | No more than 25%                 |
| Vendor cost per ride                      | \$22.70              | \$24.04              | \$22.99             | \$20.82             | \$22.16                         |                                  |
| ParaCruz driver cost per ride (estimated) | \$25.57              | \$23.98              | \$24.90             | \$22.48             | \$24.79                         |                                  |
| Rides < 10 miles                          | 78.24%               | 71.35%               | 83.24%              | 70.68%              | 74.00%                          |                                  |
| Rides > 10 miles                          | 21.76%               | 28.65%               | 16.76%              | 29.32%              | 26.00%                          |                                  |

5-5.3

**IV. FINANCIAL CONSIDERATIONS**

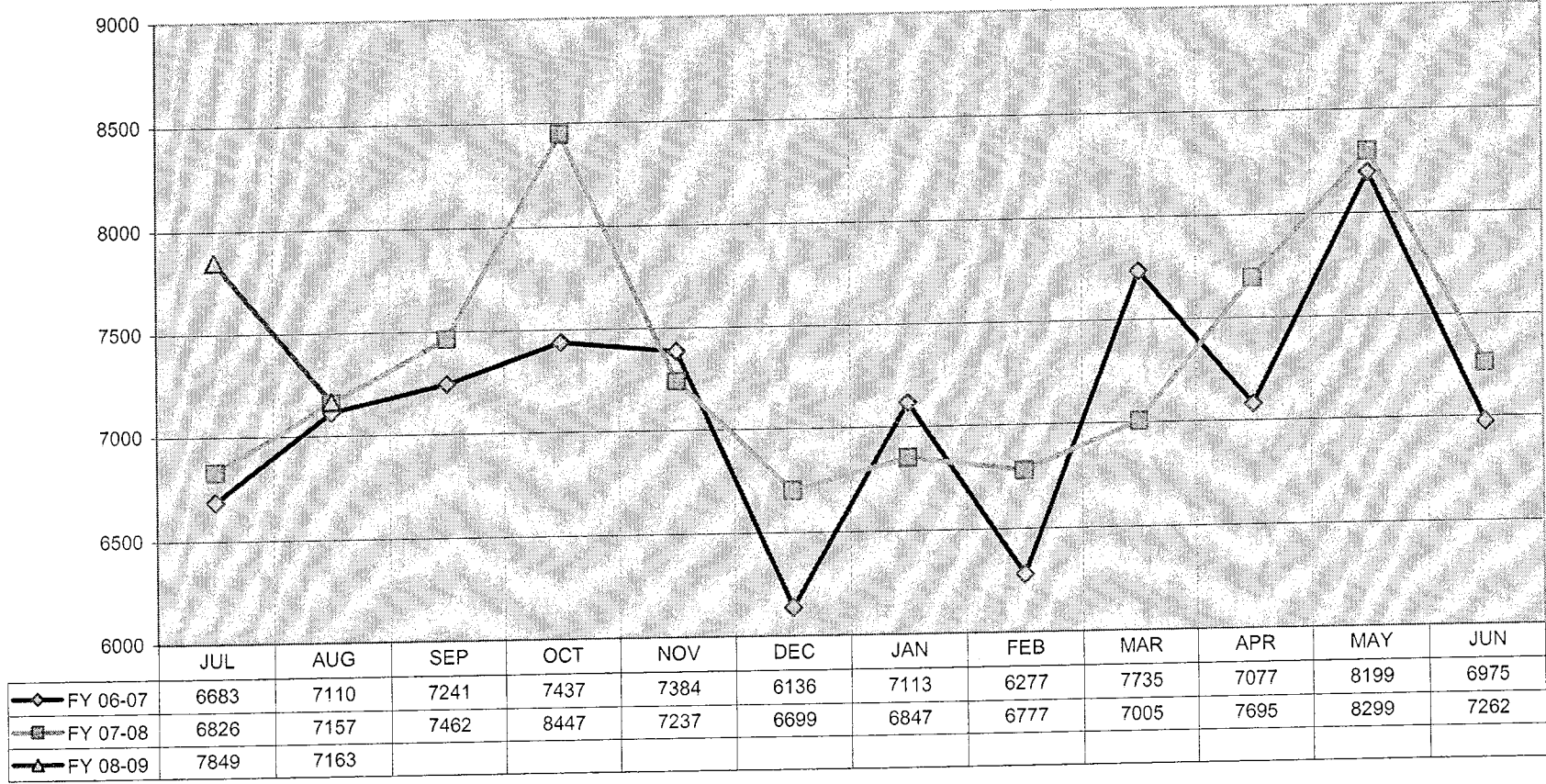
NONE

**V. ATTACHMENTS**

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

5-5.4

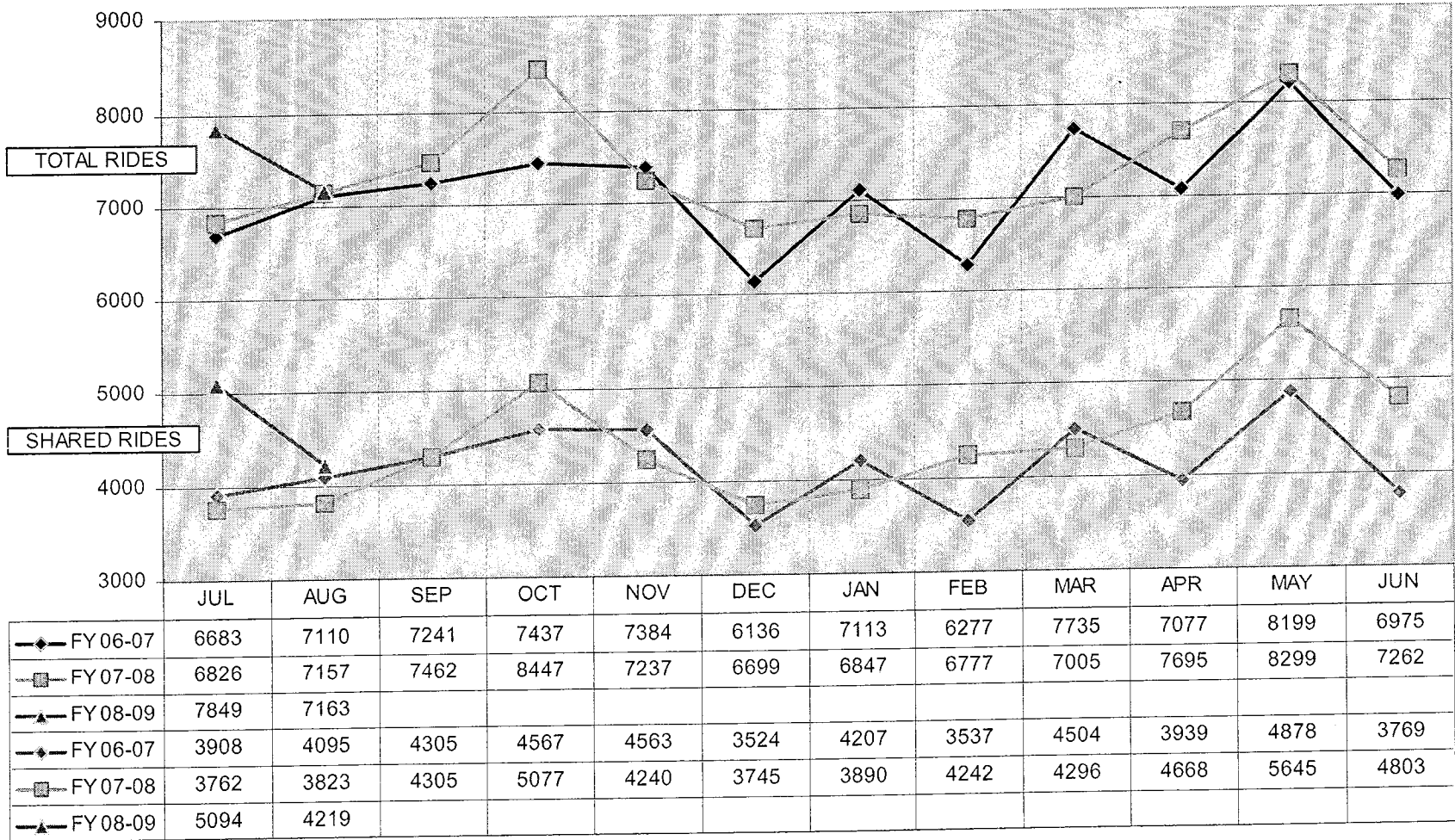
NUMBER OF RIDES COMPARISON CHART



5-5.01

Attachment A

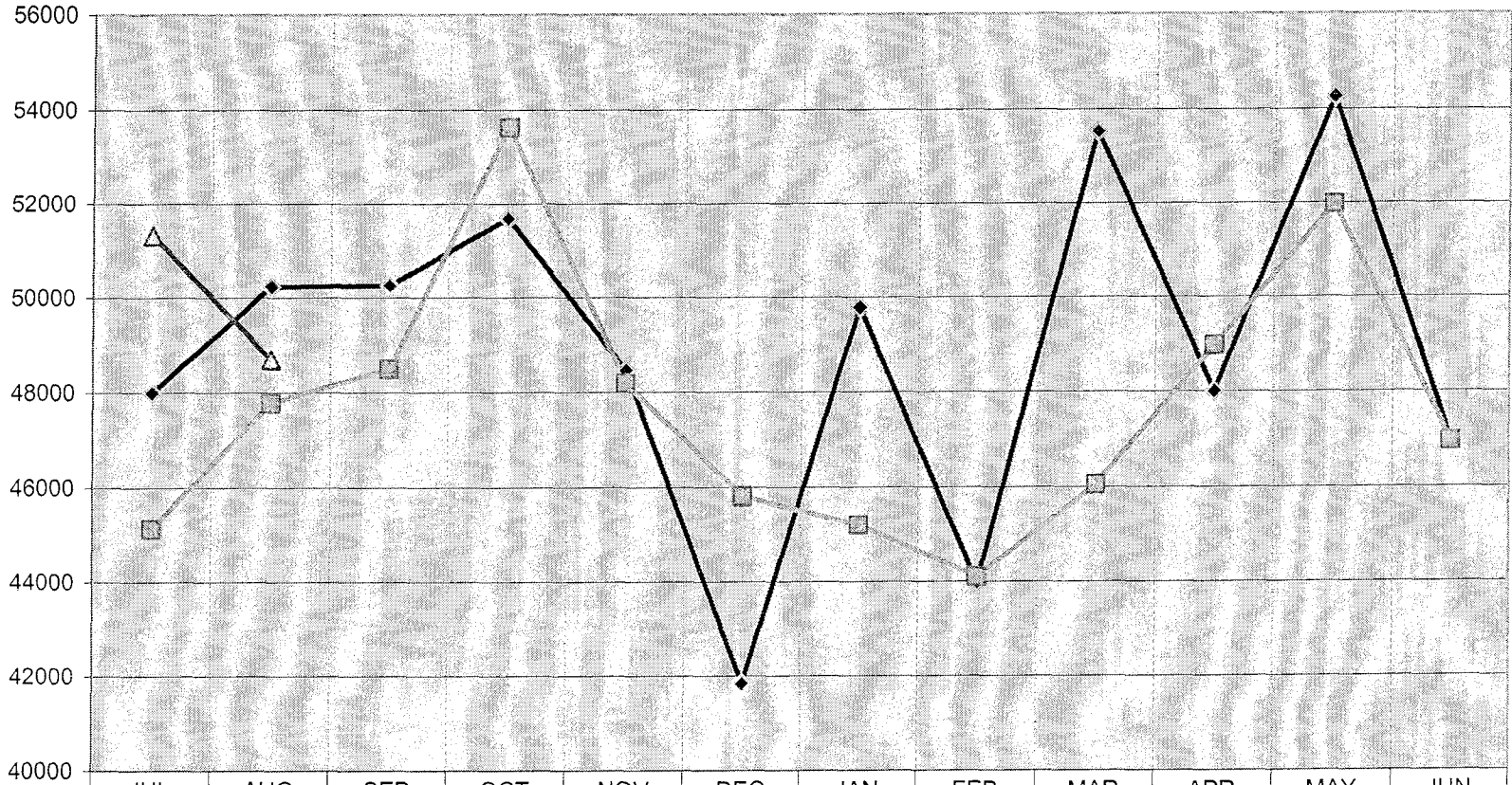
TOTAL vs. SHARED RIDES



5-5.61

Attachment B

### MILEAGE COMPARISON

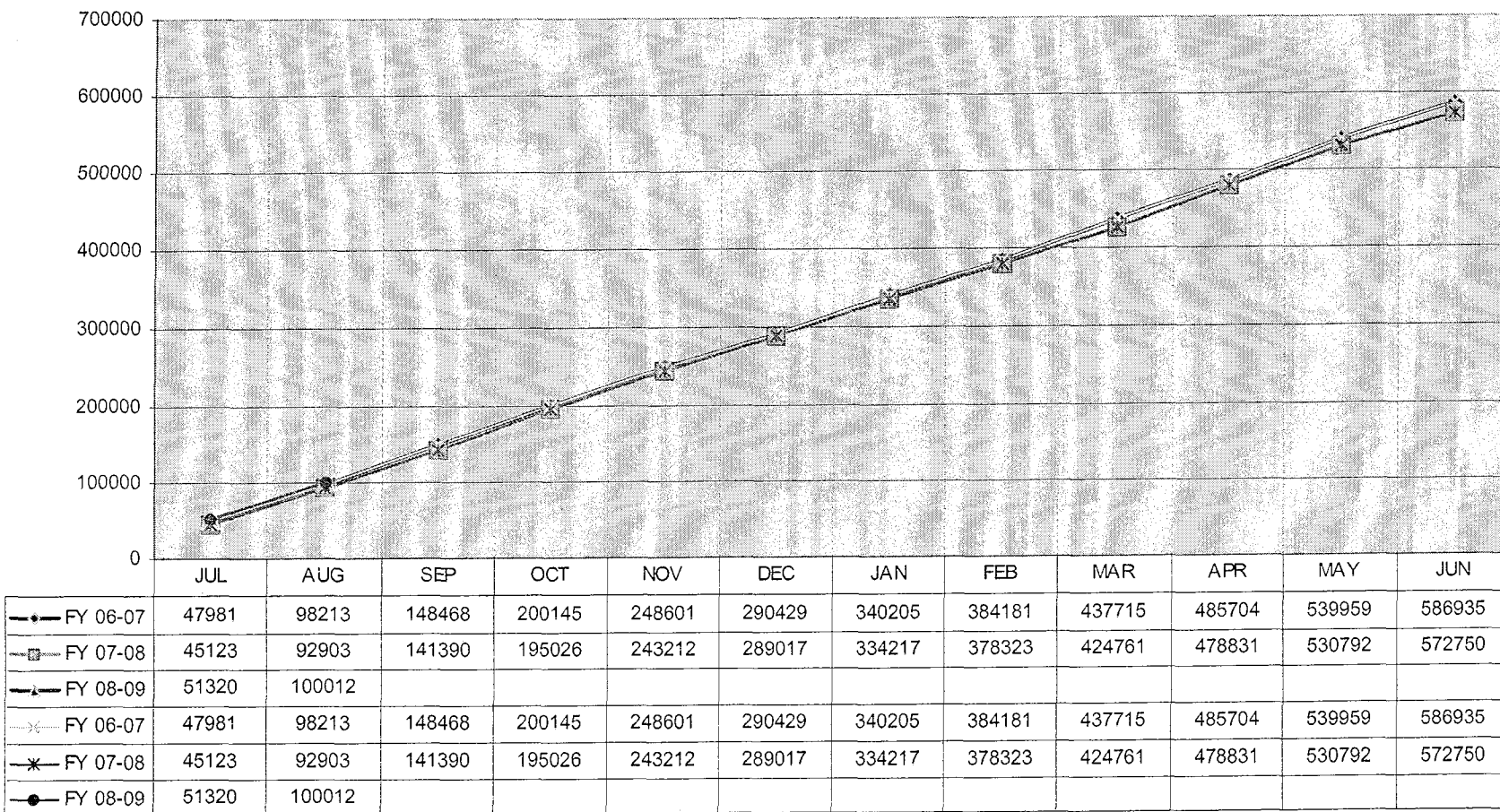


5-5.01

Attachment C

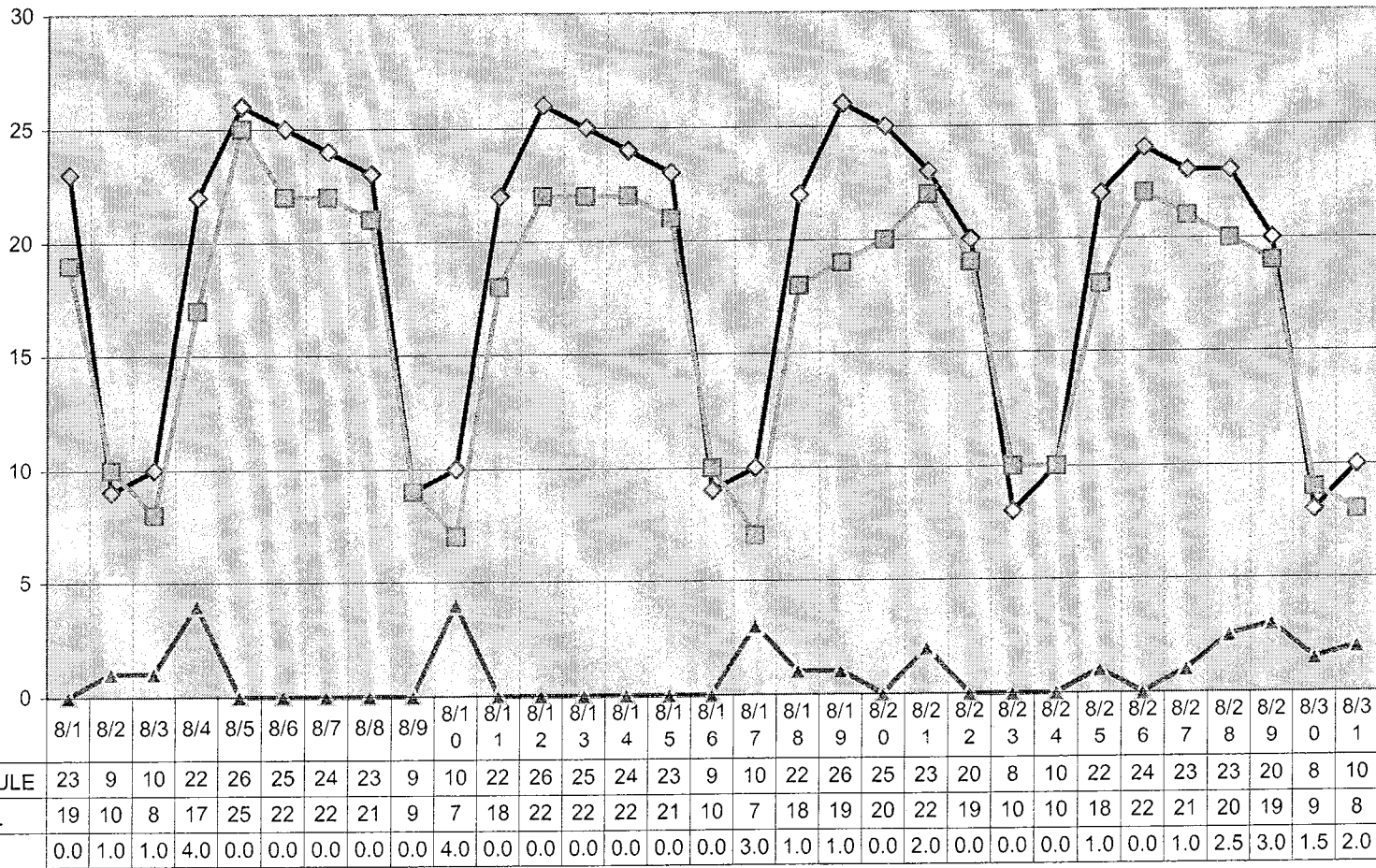


YEAR TO DATE MILEAGE COMPARISON



5-5.d1

DAILY DRIVER vs. SUBCONTRACTOR RIDES



5-5.e1

Attachment E

**Santa Cruz METRO  
September Ridership Report**

| ROUTE        | Miles             | Hours            | Revenue             | UC Student     | UC Staff Faculty | Cabrillo      | Full Fare      | Tickets      | Cash S/D Riders | Day Pass     | S/D Day Pass | Passes/ Free Rides | Pacific Shores | Total Ridership | Passengers Per Mile | Passengers Per Hour | W/C          | Bike          |  |
|--------------|-------------------|------------------|---------------------|----------------|------------------|---------------|----------------|--------------|-----------------|--------------|--------------|--------------------|----------------|-----------------|---------------------|---------------------|--------------|---------------|--|
| 10           | 5,124.56          | 429.41           | \$2,413.21          | 15,705         | 2,828            | 228           | 1,378          | 42           | 68              | 18           | 5            | 1,389              | 36             | 21,697          | 4.23                | 50.53               | 20           | 922           |  |
| 13           | 769.44            | 65.80            | \$218.88            | 4,620          | 245              | 25            | 116            | 7            | 4               | 1            | 0            | 96                 | 0              | 5,114           | 6.65                | 77.72               | 2            | 111           |  |
| 15           | 2,672.46          | 224.50           | \$880.50            | 17,968         | 634              | 191           | 472            | 30           | 29              | 3            | 2            | 450                | 0              | 19,779          | 7.40                | 88.10               | 6            | 558           |  |
| 16           | 11,463.29         | 927.35           | \$5,939.46          | 49,841         | 4,248            | 804           | 3,347          | 96           | 160             | 37           | 23           | 3,033              | 16             | 61,605          | 5.37                | 66.43               | 21           | 2,086         |  |
| 19           | 4,450.18          | 336.10           | \$1,844.72          | 18,191         | 1,460            | 239           | 990            | 53           | 74              | 12           | 10           | 1,336              | 5              | 22,370          | 5.03                | 66.56               | 7            | 669           |  |
| 3            | 2,386.02          | 172.89           | \$1,400.69          | 363            | 164              | 447           | 649            | 68           | 134             | 24           | 49           | 1,632              | 107            | 3,637           | 1.52                | 21.04               | 19           | 73            |  |
| 4            | 1,485.86          | 153.99           | \$1,338.94          | 170            | 47               | 166           | 555            | 299          | 235             | 11           | 38           | 3,943              | 4              | 5,468           | 3.68                | 35.51               | 35           | 124           |  |
| 7            | 1,094.10          | 98.01            | \$349.61            | 66             | 35               | 89            | 131            | 38           | 69              | 3            | 21           | 817                | 0              | 1,269           | 1.16                | 12.95               | 4            | 17            |  |
| 9            | 455.32            | 24.15            | \$258.31            | 15             | 14               | 9             | 141            | 10           | 4               | 6            | 1            | 201                | 1              | 402             | 0.88                | 16.65               | 2            | 4             |  |
| 12A          | 92.15             | 6.65             | \$31.75             | 352            | 0                | 3             | 15             | 1            | 2               | 0            | 2            | 13                 | 0              | 388             | 4.21                | 58.35               | 0            | 17            |  |
| 20           | 5,629.53          | 375.30           | \$2,091.31          | 10,042         | 1,159            | 398           | 1,140          | 66           | 98              | 16           | 11           | 1,533              | 176            | 14,639          | 2.60                | 39.01               | 15           | 582           |  |
| 27x          | 491.96            | 42.00            | \$75.81             | 1,603          | 79               | 13            | 42             | 0            | 0               | 1            | 0            | 16                 | 0              | 1,754           | 3.57                | 41.76               | 0            | 74            |  |
| 31           | 2,238.22          | 115.14           | \$1,345.33          | 50             | 68               | 161           | 761            | 52           | 21              | 22           | 0            | 1,170              | 2              | 2,307           | 1.03                | 20.04               | 14           | 211           |  |
| 32           | 750.58            | 44.46            | \$381.07            | 7              | 3                | 22            | 227            | 7            | 1               | 0            | 0            | 389                | 0              | 656             | 0.87                | 14.75               | 1            | 16            |  |
| 33           | 523.53            | 24.15            | \$262.21            | 2              | 5                | 0             | 159            | 70           | 3               | 1            | 0            | 286                | 0              | 526             | 1.00                | 21.78               | 0            | 1             |  |
| 34           | 293.16            | 18.54            | \$167.01            | 3              | 2                | 1             | 98             | 6            | 1               | 0            | 0            | 170                | 0              | 281             | 0.96                | 15.16               | 0            | 1             |  |
| 35           | 37,725.08         | 1,889.67         | \$27,480.13         | 691            | 418              | 2,986         | 14,851         | 795          | 1,062           | 321          | 199          | 22,851             | 6              | 44,180          | 1.17                | 23.38               | 88           | 2,507         |  |
| 40           | 2,386.10          | 96.86            | \$1,636.05          | 31             | 7                | 44            | 942            | 15           | 69              | 15           | 6            | 800                | 2              | 1,931           | 0.81                | 19.94               | 0            | 110           |  |
| 41           | 3,037.23          | 126.16           | \$1,484.82          | 158            | 157              | 168           | 877            | 23           | 32              | 11           | 5            | 711                | 35             | 2,177           | 0.72                | 17.26               | 0            | 280           |  |
| 42           | 3,276.51          | 121.51           | \$749.36            | 127            | 18               | 103           | 438            | 12           | 51              | 1            | 0            | 379                | 11             | 1,140           | 0.35                | 9.38                | 1            | 117           |  |
| 53           | 1,169.28          | 82.59            | \$385.44            | 7              | 17               | 46            | 166            | 9            | 76              | 8            | 4            | 452                | 0              | 785             | 0.67                | 9.50                | 25           | 33            |  |
| 54           | 1,902.36          | 110.49           | \$501.56            | 13             | 18               | 218           | 252            | 17           | 76              | 5            | 1            | 447                | 0              | 1,047           | 0.55                | 9.48                | 7            | 48            |  |
| 55           | 2,832.06          | 192.51           | \$1,481.86          | 28             | 8                | 1,772         | 752            | 66           | 150             | 16           | 9            | 1,898              | 0              | 4,699           | 1.66                | 24.41               | 126          | 109           |  |
| 56           | 2,211.09          | 97.65            | \$675.15            | 3              | 2                | 509           | 324            | 36           | 69              | 13           | 12           | 586                | 0              | 1,554           | 0.70                | 15.91               | 25           | 69            |  |
| 66           | 6,324.84          | 545.92           | \$9,517.72          | 1,083          | 351              | 951           | 5,051          | 397          | 611             | 123          | 52           | 8,375              | 3              | 16,997          | 2.69                | 31.13               | 170          | 549           |  |
| 68           | 4,861.22          | 399.48           | \$5,590.53          | 764            | 315              | 474           | 2,966          | 232          | 352             | 69           | 45           | 5,140              | 6              | 10,363          | 2.13                | 25.94               | 113          | 304           |  |
| 68N          | 1,790.75          | 128.56           | \$1,433.33          | 274            | 84               | 161           | 850            | 24           | 61              | 1            | 2            | 975                | 0              | 2,432           | 1.36                | 18.92               | 16           | 129           |  |
| 69           | 3,481.06          | 314.82           | \$5,367.73          | 1,013          | 367              | 457           | 2,964          | 215          | 336             | 32           | 39           | 4,295              | 7              | 9,725           | 2.79                | 30.89               | 62           | 409           |  |
| 69A          | 14,114.12         | 760.04           | \$17,285.39         | 699            | 489              | 932           | 9,581          | 840          | 1,121           | 133          | 124          | 9,521              | 8              | 23,448          | 1.66                | 30.85               | 175          | 789           |  |
| 69N          | 1,742.90          | 139.99           | \$1,339.99          | 247            | 59               | 400           | 795            | 35           | 57              | 0            | 1            | 878                | 1              | 2,473           | 1.42                | 17.67               | 15           | 147           |  |
| 69W          | 13,758.74         | 768.24           | \$18,842.21         | 1,232          | 514              | 5,533         | 10,656         | 729          | 1,009           | 130          | 96           | 10,807             | 22             | 30,728          | 2.23                | 40.00               | 178          | 1,172         |  |
| 70           | 3,022.01          | 248.49           | \$3,379.53          | 145            | 90               | 4,605         | 1,856          | 182          | 251             | 20           | 8            | 2,680              | 37             | 9,874           | 3.27                | 39.74               | 63           | 461           |  |
| 71           | 47,753.40         | 2,733.49         | \$57,542.19         | 1,635          | 1,356            | 16,825        | 32,023         | 2,511        | 3,777           | 359          | 265          | 28,924             | 114            | 87,789          | 1.84                | 32.12               | 465          | 4,288         |  |
| 72           | 5,523.08          | 267.06           | \$4,506.75          | 22             | 47               | 333           | 2,286          | 128          | 452             | 45           | 85           | 1,880              | 0              | 5,278           | 0.96                | 19.76               | 24           | 103           |  |
| 74           | 3,391.69          | 197.76           | \$3,928.07          | 7              | 30               | 95            | 2,165          | 149          | 327             | 28           | 21           | 1,004              | 0              | 3,826           | 1.13                | 19.35               | 6            | 26            |  |
| 75           | 6,378.84          | 384.25           | \$9,898.01          | 16             | 40               | 330           | 5,435          | 194          | 767             | 79           | 75           | 2,639              | 0              | 9,575           | 1.50                | 24.92               | 69           | 163           |  |
| 76           | 1,681.98          | 88.66            | \$705.44            | 1              | 9                | 22            | 354            | 22           | 111             | 6            | 4            | 327                | 1              | 857             | 0.51                | 9.67                | 3            | 20            |  |
| 79           | 1,647.72          | 96.24            | \$1,845.86          | 15             | 14               | 159           | 829            | 97           | 275             | 31           | 53           | 928                | 0              | 2,401           | 1.46                | 24.95               | 90           | 15            |  |
| 91x          | 5,832.00          | 251.24           | \$3,173.84          | 118            | 168              | 1,359         | 1,674          | 238          | 158             | 56           | 28           | 1,829              | 16             | 5,644           | 0.97                | 22.46               | 14           | 325           |  |
| UC Supp.     | 652.28            | 41.16            | \$69.31             | 2,124          | 124              | 5             | 39             | 2            | 1               | 0            | 0            | 26                 | 3              | 2,324           | 3.56                | 56.46               | 0            | 62            |  |
| Night Owl    | 486.25            | 41.64            | \$99.80             | 1,812          | 5                | 11            | 51             | 1            | 1               | 0            | 0            | 13                 | 0              | 1,894           | 3.90                | 45.49               | 1            | 33            |  |
| <b>TOTAL</b> | <b>216,902.94</b> | <b>13,182.92</b> | <b>\$197,918.88</b> | <b>131,263</b> | <b>15,698</b>    | <b>41,294</b> | <b>108,398</b> | <b>7,814</b> | <b>12,155</b>   | <b>1,657</b> | <b>1,296</b> | <b>124,839</b>     | <b>619</b>     | <b>445,033</b>  | <b>2.05</b>         | <b>33.76</b>        | <b>1,882</b> | <b>17,734</b> |  |
| ROUTE        | VTA/SC            |                  |                     | ECO            |                  | Full          |                | S/D          |                 | Passes/      |              | RIDERSHIP          |                | Passengers      |                     | Passengers          |              | W/C Bike      |  |
| ROUTE        | REVENUE           | Day Pass         | CalTrain            | Pass           | Fare             | Tickets       | Riders         | Day Pass     | Free Rides      | Passes/      | Free Rides   | RIDERSHIP          | Per Mile       | Per Hour        | W/C                 | Bike                |              |               |  |
| 17           | 45,575.76         | 1,468.26         | \$52,680.15         | 28             | 103              | 265           | 10,093         | 1,052        | 1,561           | 175          | 14,546       | 27,823             | 0.61           | 18.95           | 69                  | 1,824               |              |               |  |

5-6.1

|                     |           |
|---------------------|-----------|
| September Ridership | 472,856   |
| September Revenue   | \$250,599 |

BUS OPERATOR LIFT TEST \*PULL-OUT\*

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

Dead                      Available                      Lift Operating   Spares                      Lift Operating

5-6.2

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

## PASSENGER LIFT PROBLEMS

MONTH OF SEPTEMBER 2008

| BUS #  | DATE   | DAY       | REASON  |
|--------|--------|-----------|---|
| 2306OR | 2-Sep  | Tuesday   | Kneel stuck in down position. This is the second time bus was put into service immediately after last occurrence. (Something illegible) |
| 8083F  | 3-Sep  | Wednesday | Lift dead.  |
| 9801LF | 3-Sep  | Wednesday | Lift will not open out.   |
| 9823LF | 7-Sep  | Sunday    | Kneel works slow and/or doesn't kneel at all.   |
| 2213CN | 9-Sep  | Monday    | Kneel switch shorting out. Down Yes. Up No.   |
| 9801G  | 9-Sep  | Monday    | Ramp will not extend out. Lift will not deploy, stow option works.  |
| 9839G  | 10-Sep | Tuesday   | Lift won't work.  |
| 2213CN | 10-Sep | Tuesday   | Kneel toggle switch sputters. Need to hold toggle up to raise, sometimes have to close door to work.                                    |
| 9835G  | 15-Sep | Monday    | Lift stuck out (garage responded)   |
| 2306OR | 15-Sep | Monday    | Works kneeling down, but it doesn't come up.  |
| 8083F  | 16-Sep | Tuesday   | Lift stuck out  |
| 8083F  | 16-Sep | Tuesday   | No lift   |
| 8078F  | 16-Sep | Tuesday   | w/c straps don't hold w/c securely.   |
| 2406PG | 16-Sep | Tuesday   | Lift power panel switch is loose not working.   |
| 9838G  | 16-Sep | Tuesday   | Ramp takes a long time to lift when boarding a w/c.   |
| 8100F  | 16-Sep | Tuesday   | Doesn't stay kneeling.  |
| 9801LF | 17-Sep | Wednesday | Wheelchair lift does not work.  |
| 2208CG | 17-Sep | Wednesday | Kneel not working all the way.  |
| 8083F  | 18-Sep | Thursday  | Kneel won't work unless door is pushed manually open.   |
| 2218CN | 22-Sep | Monday    | Street side Santa Cruz arm in w/c area... the mount is broken and sharp.  |
| 2602CN | 22-Sep | Monday    | Kneel is sporadic. Must hit switch several times.   |
| 8100F  | 23-Sep | Tuesday   | Lift is low on raise, shakes on lower, coming out of kneel is very slow.  |
| 8082F  | 23-Sep | Tuesday   | Bus will not kneel.   |
| 8079F  | 23-Sep | Tuesday   | The bus will not remain in a kneel position.  |
| 2602CN | 24-Sep | Wednesday | Kneel sputters, doesn't go down all the way.  |
| 8103F  | 26-Sep | Friday    | Kneel releases on its own   |
| 2406PG | 29-Sep | Monday    | Wheelchair button popping out (panel below talking bus monitor)   |
| 9801LF | 29-Sep | Monday    | Lift will not deploy.   |
| 9836G  | 30-Sep | Tuesday   | Kneel doesn't kneel (something illegible)   |
| 2206CG | 30-Sep | Tuesday   | W/C push pad for stop req not working.  |

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

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

5-6.3

**Santa Cruz METRO  
September 2007 Ridership Report**

| ROUTE           | REVENUE              | RIDERSHIP      | UC            |               | UC Staff     |               | S/D          |              | S/D           |               | Cabrillo       | Bike | Passes/<br>Free Rides |
|-----------------|----------------------|----------------|---------------|---------------|--------------|---------------|--------------|--------------|---------------|---------------|----------------|------|-----------------------|
|                 |                      |                | Student       | Faculty       | Day Pass     | Riders        | W/C          | Day Pass     |               |               |                |      |                       |
| 10              | \$ 2,235.07          | 16,538         | 10,905        | 2,715         | 11           | 75            | 31           | 14           | 188           | 653           | 1,303          |      |                       |
| 13              | \$ 191.42            | 2,914          | 2,493         | 205           | 2            | 4             | -            | -            | 13            | 92            | 87             |      |                       |
| 15              | \$ 694.01            | 12,631         | 11,115        | 707           | 1            | 18            | 4            | 1            | 101           | 299           | 283            |      |                       |
| 16              | \$ 6,727.06          | 50,192         | 37,812        | 4,347         | 43           | 191           | 22           | 25           | 610           | 1,648         | 3,184          |      |                       |
| 19              | \$ 1,676.92          | 13,218         | 9,458         | 1,446         | 9            | 62            | 14           | 9            | 162           | 420           | 1,086          |      |                       |
| 3               | \$ 1,647.54          | 3,152          | 289           | 106           | 38           | 144           | 12           | 26           | 137           | 71            | 1,440          |      |                       |
| 4               | \$ 1,159.98          | 4,053          | 126           | 49            | 15           | 206           | 52           | 48           | 129           | 106           | 2,770          |      |                       |
| 7               | \$ 423.76            | 1,101          | 51            | 42            | 4            | 52            | 8            | 16           | 105           | 12            | 602            |      |                       |
| 9               | \$ 168.93            | 276            | 8             | 31            | 5            | 4             | -            | 3            | 5             | 1             | 135            |      |                       |
| 12A             | \$ 9.75              | 137            | 85            | 42            | -            | 1             | -            | -            | 1             | 5             | 2              |      |                       |
| 20              | \$ 2,494.45          | 12,665         | 7,627         | 1,421         | 33           | 114           | 9            | 7            | 289           | 417           | 1,607          |      |                       |
| 27              | \$ 36.17             | 1,002          | 931           | 42            | -            | -             | -            | -            | 5             | 25            | 2              |      |                       |
| 31              | \$ 1,215.26          | 2,001          | 46            | 53            | 20           | 19            | 12           | 6            | 139           | 95            | 1,011          |      |                       |
| 32              | \$ 377.21            | 546            | 4             | 8             | -            | 6             | -            | -            | 29            | 19            | 251            |      |                       |
| 33              | \$ 254.98            | 437            | 1             | -             | -            | 4             | -            | -            | 6             | -             | 253            |      |                       |
| 34              | \$ 92.34             | 240            | 1             | -             | -            | -             | -            | -            | -             | -             | 178            |      |                       |
| 35              | \$ 26,700.49         | 41,117         | 503           | 415           | 336          | 1,202         | 64           | 129          | 2,126         | 1,991         | 21,209         |      |                       |
| 40              | \$ 1,855.63          | 2,145          | 62            | 37            | 55           | 45            | 1            | 14           | 29            | 108           | 924            |      |                       |
| 41              | \$ 1,365.80          | 1,673          | 84            | 100           | 4            | 28            | 1            | 6            | 122           | 175           | 464            |      |                       |
| 42              | \$ 854.32            | 1,198          | 77            | 16            | 5            | 72            | -            | 9            | 94            | 135           | 422            |      |                       |
| 53              | \$ 638.12            | 975            | 9             | 16            | 9            | 70            | 55           | 13           | 49            | 29            | 473            |      |                       |
| 54              | \$ 536.36            | 914            | 12            | 9             | 1            | 64            | 4            | 6            | 103           | 31            | 418            |      |                       |
| 55              | \$ 1,426.66          | 3,696          | 69            | 27            | 11           | 126           | 97           | 32           | 1,348         | 97            | 1,334          |      |                       |
| 56              | \$ 379.96            | 1,035          | 10            | 8             | 1            | 34            | 28           | 8            | 335           | 40            | 434            |      |                       |
| 66              | \$ 11,098.04         | 15,759         | 688           | 283           | 134          | 622           | 158          | 63           | 635           | 448           | 6,901          |      |                       |
| 68              | \$ 5,666.08          | 9,567          | 602           | 288           | 85           | 317           | 76           | 47           | 390           | 240           | 4,701          |      |                       |
| 68N             | \$ 1,502.78          | 2,540          | 278           | 49            | -            | 42            | 23           | 1            | 147           | 96            | 1,092          |      |                       |
| 69              | \$ 5,466.16          | 8,984          | 605           | 310           | 53           | 330           | 57           | 20           | 430           | 334           | 4,025          |      |                       |
| 69A             | \$ 17,940.24         | 23,454         | 610           | 471           | 145          | 1,174         | 216          | 121          | 772           | 756           | 9,419          |      |                       |
| 69N             | \$ 1,458.43          | 2,647          | 192           | 81            | 1            | 67            | 23           | 1            | 427           | 152           | 976            |      |                       |
| 69W             | \$ 18,280.06         | 27,559         | 842           | 495           | 157          | 1,050         | 193          | 92           | 4,110         | 1,009         | 9,931          |      |                       |
| 70              | \$ 2,988.88          | 7,367          | 162           | 111           | 23           | 187           | 40           | 28           | 2,708         | 213           | 2,308          |      |                       |
| 71              | \$ 54,367.43         | 75,432         | 1,762         | 1,058         | 376          | 3,447         | 424          | 302          | 11,176        | 3,302         | 24,796         |      |                       |
| 72              | \$ 3,704.40          | 4,444          | 14            | 30            | 33           | 261           | 21           | 22           | 196           | 108           | 1,786          |      |                       |
| 74              | \$ 3,163.42          | 3,378          | 16            | 50            | 13           | 221           | 10           | 11           | 123           | 15            | 1,016          |      |                       |
| 75              | \$ 8,777.78          | 11,774         | 2,855         | 88            | 78           | 729           | 54           | 67           | 373           | 193           | 2,696          |      |                       |
| 76              | \$ 868.76            | 957            | 5             | 9             | 8            | 82            | 5            | 13           | 8             | 11            | 362            |      |                       |
| 79              | \$ 1,310.14          | 2,035          | 2             | 18            | 21           | 185           | 72           | 40           | 140           | 9             | 959            |      |                       |
| 88              | \$ -                 | -              | -             | -             | -            | -             | -            | -            | -             | -             | -              |      |                       |
| 91              | \$ 3,277.57          | 5,395          | 115           | 133           | 45           | 92            | 13           | 20           | 1,038         | 323           | 1,910          |      |                       |
| UC Supplemental | \$ 35.95             | 864            | 757           | 64            | -            | -             | -            | -            | 2             | 20            | 18             |      |                       |
| Unknown         | \$ 359.88            | 625            | 21            | 7             | 1            | 12            | 6            | 1            | 90            | 17            | 276            |      |                       |
| <b>TOTAL</b>    | <b>\$ 193,428.19</b> | <b>376,637</b> | <b>91,304</b> | <b>15,387</b> | <b>1,776</b> | <b>11,359</b> | <b>1,805</b> | <b>1,221</b> | <b>28,890</b> | <b>13,715</b> | <b>113,044</b> |      |                       |

| ROUTE | REVENUE      | RIDERSHIP | VTA/SC<br>Day Pass | 17<br>CalTrain | S/D<br>Day Pass | Riders | W/C | METRO | ECO<br>Pass | Bike  | Monthly<br>Pass |
|-------|--------------|-----------|--------------------|----------------|-----------------|--------|-----|-------|-------------|-------|-----------------|
| 17    | \$ 40,685.67 | 20,901    | 48                 | 69             | 108             | 1,550  | 28  | 5,409 | 133         | 1,358 | 10,142          |

| RIDERSHIP        |              |
|------------------|--------------|
| UCSC Fall Frolic | 562          |
| County Fair      | 560          |
| <b>TOTAL</b>     | <b>1,122</b> |

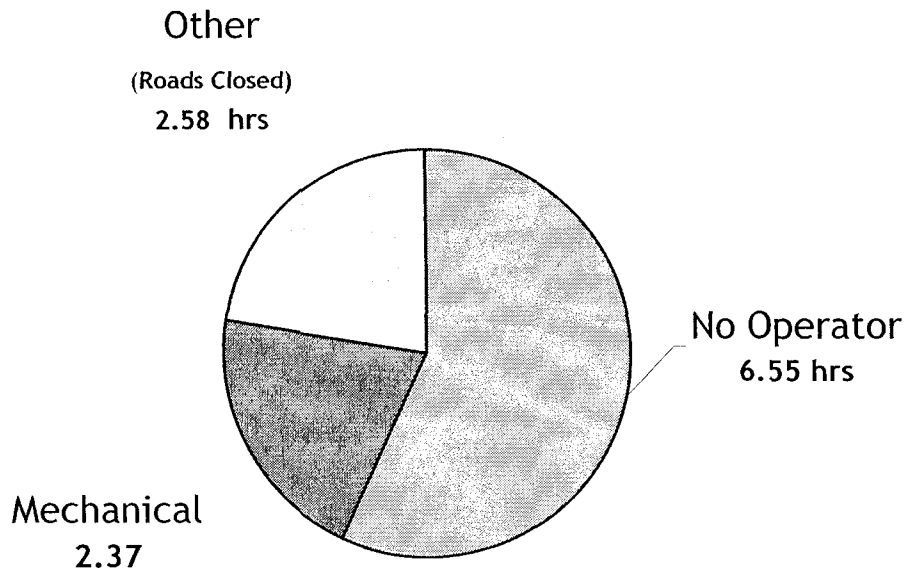
|                     |               |
|---------------------|---------------|
| September Ridership | 398,660       |
| September Revenue   | \$ 234,227.83 |

5-6.4

Dropped Service for FY 2009

|              | FY 2006/07    |                 | FY 2007/08    |                 | FY 2008/09    |                 |
|--------------|---------------|-----------------|---------------|-----------------|---------------|-----------------|
|              | Dropped Hours | Dropped Miles   | Dropped Hours | Dropped Miles   | Dropped Hours | Dropped Miles   |
| July         | 5.02          | 96.88           | 5.53          | 90.97           | 81.53         | 1482.81         |
| August       | 15.02         | 276.46          | 4.93          | 110.45          | 1.13          | 23.95           |
| September    | 11.30         | 160.72          | 9.00          | 191.05          | 11.50         | 194.51          |
| October      | 37.52         | 540.19          | 9.52          | 122.24          |               |                 |
| November     | 37.55         | 477.48          | 3.32          | 45.89           |               |                 |
| December     | 6.08          | 143.84          | 18.97         | 241.87          |               |                 |
| January      | 12.24         | 188.23          | 49.20         | 453.86          |               |                 |
| February     | 13.07         | 188.23          | 53.53         | 717.31          |               |                 |
| March        | 7.13          | 133.30          | 22.50         | 315.63          |               |                 |
| April        | 4.85          | 43.67           | 40.75         | 586.55          |               |                 |
| May          | 16.00         | 241.42          | 16.40         | 246.82          |               |                 |
| June         | 62.19         | 802.29          | 52.05         | 882.35          |               |                 |
| <b>TOTAL</b> | <b>227.96</b> | <b>3,292.71</b> | <b>285.70</b> | <b>4,004.99</b> | <b>94.17</b>  | <b>1,701.27</b> |

Dropped Service Breakdown for September 2008



5-6.5

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** November 21, 2008  
**TO:** Board of Directors  
**FROM:** Angela Aitken, Finance Manager  
**SUBJECT: UNIVERSITY OF CALIFORNIA – SANTA CRUZ  
SEPTEMBER 2008 SERVICE UPDATE**

## I. RECOMMENDED ACTION

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

## II. SUMMARY OF ISSUES

- UCSC Fall service began on September 22, 2008.
- There were seven (7) school-term days in September 2008 versus five (5) school-term days in September 2007; a 40% increase.
- Revenue received from UCSC for September 2008 was \$178,369 versus \$126,441 for September 2007; an increase of 41.1%.
- System wide UCSC trips for September 2008 increased by 34.5% versus September 2007.
- Total student trips for September 2008 increased by 39.9% versus September 2007.
- Total faculty/staff trips for September 2008 increased by 1.9% versus September 2007.
- Student trips per school-term day increased 16.0% versus 2007.
- Faculty-staff trips per weekday decreased by 3.1% versus 2007.

## III. DISCUSSION

UCSC Fall service began on September 22, 2008 and will end on December 11, 2008. For the month of September, there were seven (7) school-term days this year as compared with 2007 when there were five (5) days.

Revenue increased a total of \$51,928 over 2007; a 41.1% increase. System wide UCSC ridership for all METRO routes was up 34.5% from September 2007. This includes a 39.9% increase in student trips and a 1.9% increase in staff/faculty trips over 2007. Although some of this increase is due to two (2) more school-term days this year than last, a look at student ridership per school-term day indicates a 16% increase over last year. Faculty-staff ridership per weekday decreased 3.1%; a trend that was prevalent in 2007.

5-7.1



**IV. FINANCIAL CONSIDERATIONS.**

NONE

**V. ATTACHMENTS**

- Attachment A: Total UCSC Ridership**
- Attachment B: UCSC Monthly Revenue**
- Attachment C: UCSC Ridership Chart**
- Attachment D: UCSC Student Billable Trips**
- Attachment E: UCSC Faculty/Staff Billable Trips**
- Attachment F: Annual UCSC Historical Ridership**

Total UCSC Ridership

FY 2009

| <b>FY 08 UCSC Ridership</b>                                  |               |               |                |                         |                |                |                |                |                |                |                |                |                  |
|--|---------------|---------------|----------------|-------------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|------------------|
| Year   | July          | August        | September      | October                 | November       | December       | January        | February       | March          | April          | May            | June           | Total            |
| Student  | 32,666        | 37,753        | 93,856         | 326,808                 | 244,940        | 110,576        | 237,057        | 254,874        | 193,683        | 274,851        | 254,275        | 117,383        | 2,178,722        |
| Staff  | 15,702        | 16,980        | 15,412         | 19,072                  | 15,761         | 11,376         | 15,846         | 17,292         | 16,410         | 18,506         | 17,981         | 14,902         | 195,240          |
| <b>Total</b>   | <b>48,368</b> | <b>54,733</b> | <b>109,268</b> | <b>345,880</b>          | <b>260,701</b> | <b>121,952</b> | <b>252,903</b> | <b>272,166</b> | <b>210,093</b> | <b>293,357</b> | <b>272,256</b> | <b>132,285</b> | <b>2,373,962</b> |
| <b>Percentage Difference Between This Year and Last Year</b> |               |               |                |                         |                |                |                |                |                |                |                |                |                  |
| Student  | 3.2%          | 4.8%          | -40.3%         | 11.2%                   | 5.4%           | 80.8%          | -5.9%          | 10.3%          | 4.1%           | 9.8%           | 3.9%           | -0.3%          | 4.0%             |
| Staff  | -12.1%        | -20.1%        | -15.9%         | -1.1%                   | -5.2%          | -2.9%          | -7.9%          | 2.0%           | -1.4%          | 7.9%           | -3.6%          | -0.8%          | -5.5%            |
| <b>Total</b>   | <b>-2.3%</b>  | <b>-4.4%</b>  | <b>-37.7%</b>  | <b>10.4%</b>            | <b>4.7%</b>    | <b>67.4%</b>   | <b>-6.0%</b>   | <b>9.8%</b>    | <b>3.7%</b>    | <b>9.7%</b>    | <b>3.4%</b>    | <b>-0.3%</b>   | <b>3.2%</b>      |
| <b>FY 09 UCSC Ridership</b>                                  |               |               |                |                         |                |                |                |                |                |                |                |                |                  |
|  | July          | August        | September      | October                 | November       | December       | January        | February       | March          | April          | May            | June           | Total            |
| Student  | 37,662        | 40,419        | 131,263        |                         |                |                |                |                |                |                |                |                | 209,344          |
| Staff  | 13,266        | 15,026        | 15,698         |                         |                |                |                |                |                |                |                |                | 43,990           |
| <b>Total</b>   | <b>50,928</b> | <b>55,445</b> | <b>146,961</b> | <b>0</b>                | <b>0</b>       | <b>0</b>       | <b>0</b>       | <b>0</b>       | <b>0</b>       | <b>0</b>       | <b>0</b>       | <b>0</b>       | <b>253,334</b>   |
| <b>Percentage Difference Between This Year and Last Year</b> |               |               |                |                         |                |                |                |                |                |                |                |                |                  |
| Student  | 15.3%         | 7.1%          | 39.9%          | -100.0%                 | -100.0%        | -100.0%        | -100.0%        | -100.0%        | -100.0%        | -100.0%        | -100.0%        | -100.0%        | -90.4%           |
| Staff  | -15.5%        | -11.5%        | 1.9%           | -100.0%                 | -100.0%        | -100.0%        | -100.0%        | -100.0%        | -100.0%        | -100.0%        | -100.0%        | -100.0%        | -77.5%           |
| <b>Total</b>   | <b>5.3%</b>   | <b>1.3%</b>   | <b>34.5%</b>   | <b>-100.0%</b>          | <b>-100.0%</b> | <b>-100.0%</b> | <b>-100.0%</b> | <b>-100.0%</b> | <b>-100.0%</b> | <b>-100.0%</b> | <b>-100.0%</b> | <b>-100.0%</b> | <b>-89.3%</b>    |
|  |               |               |                | <b>Overall UC Trips</b> |                | <b>FY 2008</b> | <b>FY 2009</b> |                |                |                |                |                |                  |
|  |               |               |                | <b>Student</b>          | 164,275        | 209,344        | <b>27.4%</b>   |                |                |                |                |                |                  |
|  |               |               |                | <b>Staff</b>            | 48,094         | 43,990         | <b>-8.5%</b>   |                |                |                |                |                |                  |
|  |               |               |                | <b>TOTAL</b>            | <b>212,369</b> | <b>253,334</b> | <b>19.3%</b>   |                |                |                |                |                |                  |

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Attachment A

## UCSC Monthly Revenue

| Date                      | Regular Student Bill   | Regular Staff Bill   | Night Owl Bill      | Supplemental Bill   | 27x                 | TOTAL                | Last Year            | % Change     | \$ Change           |
|---------------------------|------------------------|----------------------|---------------------|---------------------|---------------------|----------------------|----------------------|--------------|---------------------|
| <b>FY 08 UCSC Revenue</b> |                        |                      |                     |                     |                     |                      |                      |              |                     |
|                           |                        |                      |                     |                     |                     | \$ 48,944.00         | \$ 46,696.41         | 4.8%         | \$ 2,247.59         |
| Jul-07                    | \$ 33,024.00           | \$ 15,920.00         |                     |                     |                     | \$ 55,280.33         | \$ 54,014.10         | 2.3%         | \$ 1,266.23         |
| Aug-07                    | \$ 38,130.53           | \$ 17,149.80         |                     |                     |                     | \$ 126,441.28        | \$ 170,754.64        | -26.0%       | \$ (44,313.36)      |
| Sep-07                    | \$ 101,639.55          | \$ 16,690.11         | \$ 2,433.63         | \$ 4,176.42         | \$ 1,501.57         | \$ 373,239.85        | \$ 314,022.57        | 18.9%        | \$ 59,217.28        |
| Oct-07                    | \$ 331,758.64          | \$ 20,061.49         | \$ 7,658.98         | \$ 8,740.07         | \$ 5,020.67         | \$ 278,625.33        | \$ 253,496.74        | 9.9%         | \$ 25,128.59        |
| Nov-07                    | \$ 247,552.14          | \$ 16,527.66         | \$ 6,321.47         | \$ 3,205.48         | \$ 5,018.58         | \$ 144,450.71        | \$ 76,128.86         | 89.7%        | \$ 68,321.85        |
| Dec-07                    | \$ 119,753.81          | \$ 12,320.21         | \$ 4,731.24         | \$ 4,824.85         | \$ 2,820.60         | \$ 291,196.34        | \$ 277,066.89        | 5.1%         | \$ 14,129.45        |
| Jan-08                    | \$ 256,740.31          | \$ 17,162.30         | \$ 10,939.02        | \$ 2,683.50         | \$ 3,671.21         | \$ 316,841.16        | \$ 256,817.50        | 23.4%        | \$ 60,023.66        |
| Feb-08                    | \$ 276,028.54          | \$ 18,729.40         | \$ 13,041.41        | \$ 4,439.97         | \$ 4,601.84         | \$ 248,308.68        | \$ 210,515.59        | 18.0%        | \$ 37,793.09        |
| Mar-08                    | \$ 209,758.69          | \$ 17,772.03         | \$ 8,550.08         | \$ 7,601.47         | \$ 4,626.41         | \$ 344,270.47        | \$ 272,972.83        | 26.1%        | \$ 71,297.64        |
| Apr-08                    | \$ 297,663.63          | \$ 20,042.00         | \$ 13,705.06        | \$ 7,208.57         | \$ 5,651.21         | \$ 323,061.52        | \$ 294,166.80        | 9.8%         | \$ 28,894.72        |
| May-08                    | \$ 275,379.83          | \$ 19,473.42         | \$ 12,965.34        | \$ 9,079.77         | \$ 6,163.16         | \$ 155,257.04        | \$ 148,913.76        | 4.3%         | \$ 6,343.28         |
| Jun-08                    | \$ 127,125.79          | \$ 16,138.87         | \$ 4,122.59         | \$ 4,842.39         | \$ 3,027.40         | \$ 2,705,916.71      | \$ 2,375,566.69      | 13.9%        | \$ 330,350.02       |
| <b>FY 08 Totals</b>       | <b>\$ 2,314,555.46</b> | <b>\$ 207,987.30</b> | <b>\$ 84,468.82</b> | <b>\$ 56,802.49</b> | <b>\$ 42,102.65</b> |                      |                      |              |                     |
| <b>FY 09 UCSC Revenue</b> |                        |                      |                     |                     |                     |                      |                      |              |                     |
| Jul-08                    | \$ 40,787.95           | \$ 14,367.08         | -                   | \$ 9,719.80         | -                   | \$ 64,874.83         | \$ 48,944.00         | 32.5%        | \$ 15,930.83        |
| Aug-08                    | \$ 43,773.78           | \$ 16,273.16         | -                   | \$ 10,973.81        | -                   | \$ 71,020.75         | \$ 55,280.33         | 28.5%        | \$ 15,740.42        |
| Sep-08                    | \$ 151,871.29          | \$ 18,162.59         | \$ 3,763.96         | \$ 2,563.82         | \$ 2,007.46         | \$ 178,369.12        | \$ 126,441.28        | 41.1%        | \$ 51,927.84        |
| Oct-08                    |                        |                      |                     |                     |                     | \$ -                 |                      |              | \$ -                |
| Nov-08                    |                        |                      |                     |                     |                     | \$ -                 |                      |              | \$ -                |
| Dec-08                    |                        |                      |                     |                     |                     | \$ -                 |                      |              | \$ -                |
| Jan-09                    |                        |                      |                     |                     |                     | \$ -                 |                      |              | \$ -                |
| Feb-09                    |                        |                      |                     |                     |                     | \$ -                 |                      |              | \$ -                |
| Mar-09                    |                        |                      |                     |                     |                     | \$ -                 |                      |              | \$ -                |
| Apr-09                    |                        |                      |                     |                     |                     | \$ -                 |                      |              | \$ -                |
| May-09                    |                        |                      |                     |                     |                     | \$ -                 |                      |              | \$ -                |
| Jun-09                    |                        |                      |                     |                     |                     | \$ -                 |                      |              | \$ -                |
| <b>FY 09 Totals</b>       | <b>\$ 236,433.02</b>   | <b>\$ 48,802.83</b>  | <b>\$ 3,763.96</b>  | <b>\$ 23,257.43</b> | <b>\$ 2,007.46</b>  | <b>\$ 314,264.70</b> | <b>\$ 230,665.61</b> | <b>36.2%</b> | <b>\$ 83,599.09</b> |

5-7.61

Attachment B

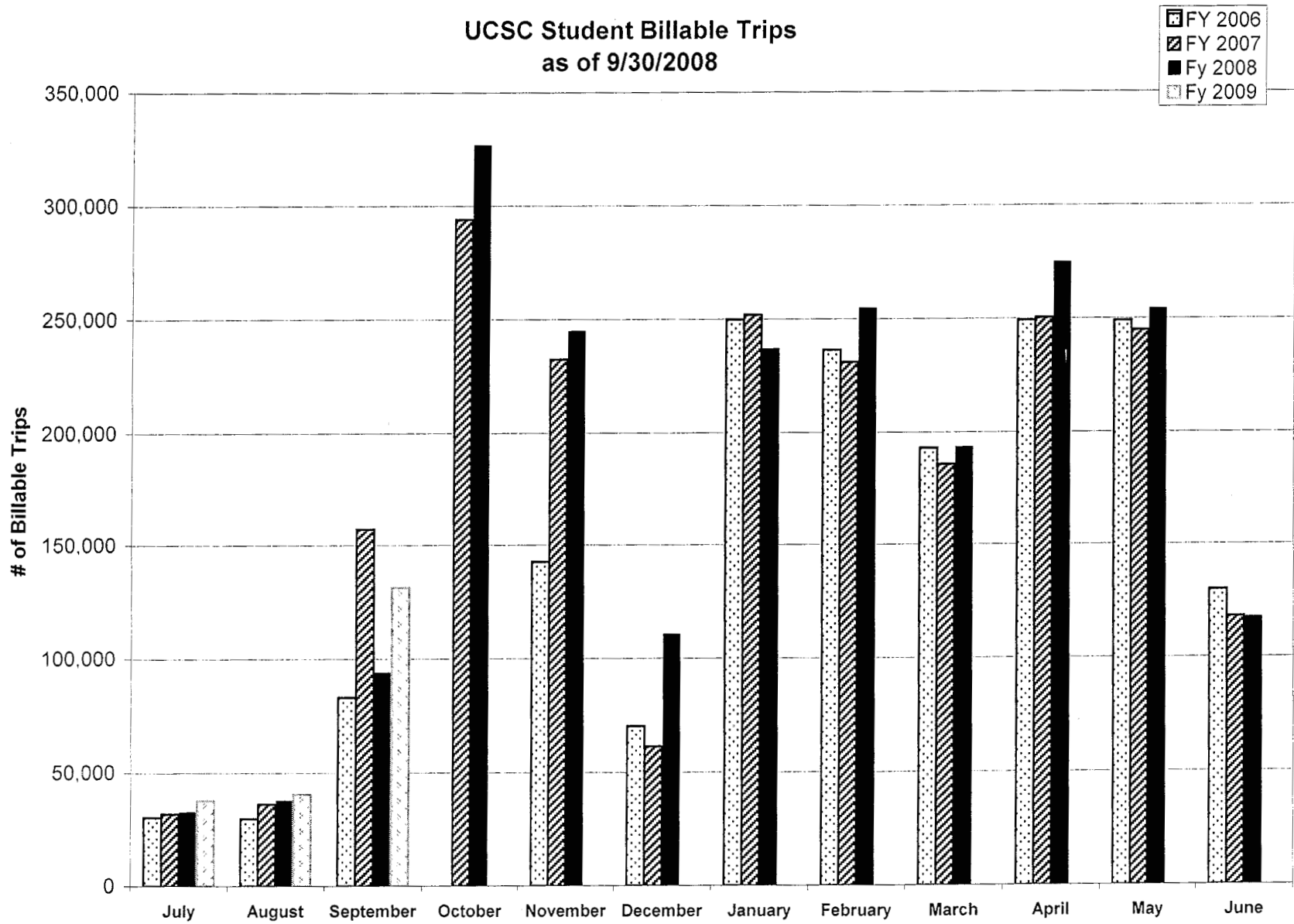
### UCSC Ridership Chart

| September<br>2008  | Student Ridership |               |              | Faculty/ Staff Ridership |               |             | Average Student Ridership<br>Per School Term Day |                 |              | Average Faculty/Staff<br>Ridership <i>Per Weekday</i> |              |              |
|--------------------|-------------------|---------------|--------------|--------------------------|---------------|-------------|--|-----------------|--------------|---|--------------|--------------|
|                    | FY 2008           | FY 2007       | %            | FY 2008                  | FY 2007       | %           | FY 2008  | FY 2007         | %            | FY 2008   | FY 2007      | %            |
| Regular<br>Service | 125,724           | 90,083        | 39.6%        | 15,490                   | 15,283        | 1.4%        | 13,405.4   | 11,529.4        | 16.3%        | 684.9   | 712.6        | -3.9%        |
| Supple-<br>mental  | 2,124             | 757           | 180.6%       | 124                      | 64            | 93.8%       | 303.4  | 151.4           | 100.4%       | 17.7  | 12.8         | 38.4%        |
| Night Owl          | 1,812             | 1,987         | -8.8%        | 5                        | 18            | -72.2%      | 81.3   | 201.0           | -59.6%       | 0.4   | 2.4          | -82.1%       |
| 27x                | 1,603             | 1,029         | 55.8%        | 79                       | 47            | 68.1%       | 229.0  | 205.8           | 11.3%        | 11.3  | 9.4          | 20.1%        |
| <b>TOTAL</b>       | <b>131,263</b>    | <b>93,856</b> | <b>39.9%</b> | <b>15,698</b>            | <b>15,412</b> | <b>1.9%</b> | <b>14,019.1</b>                                  | <b>12,087.6</b> | <b>16.0%</b> | <b>714.3</b>  | <b>737.2</b> | <b>-3.1%</b> |

5-7.c1

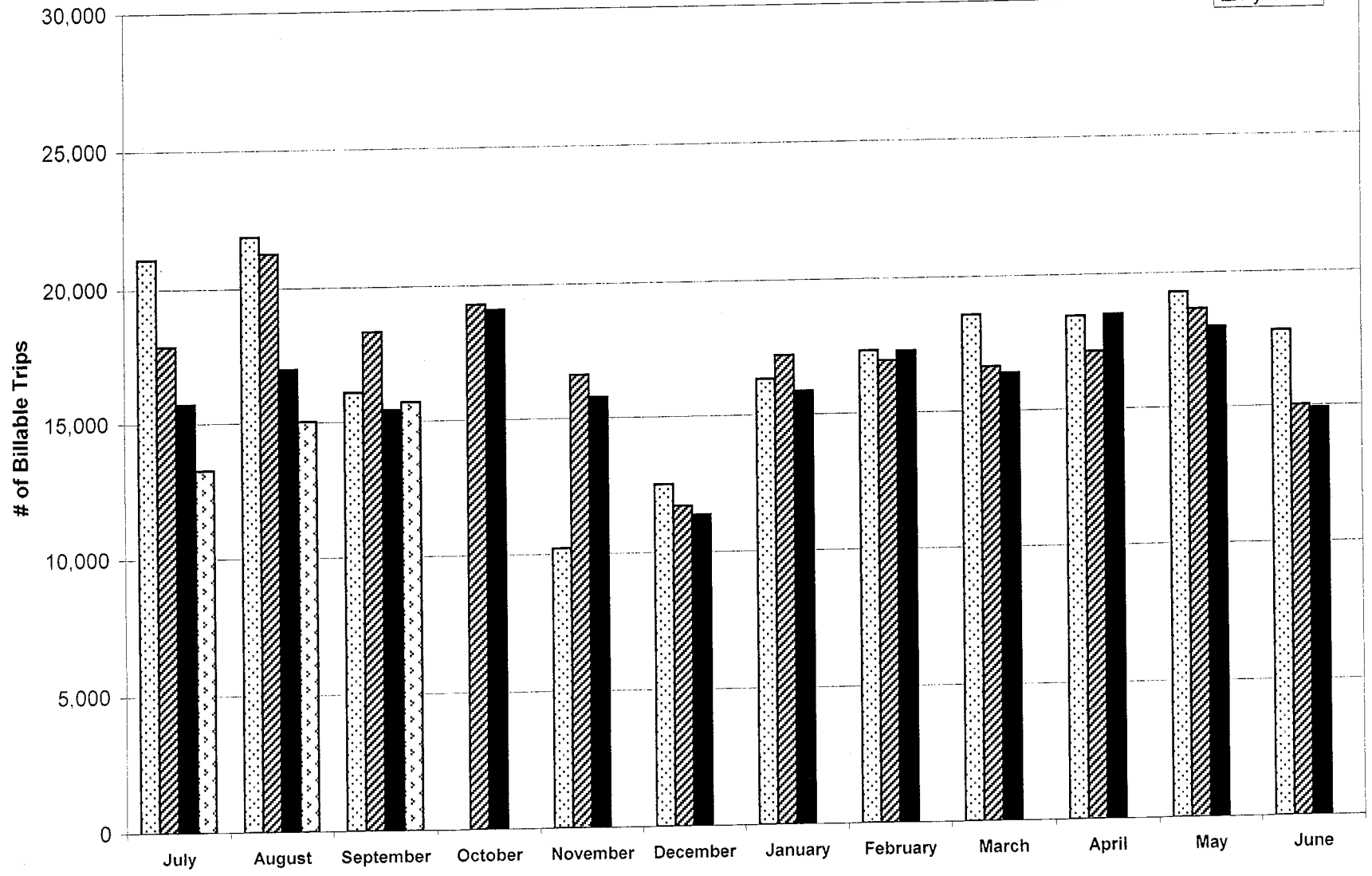
Attachment C

5-7.d1



UCSC Faculty/Staff Billable Trips  
as of 9/30/2008

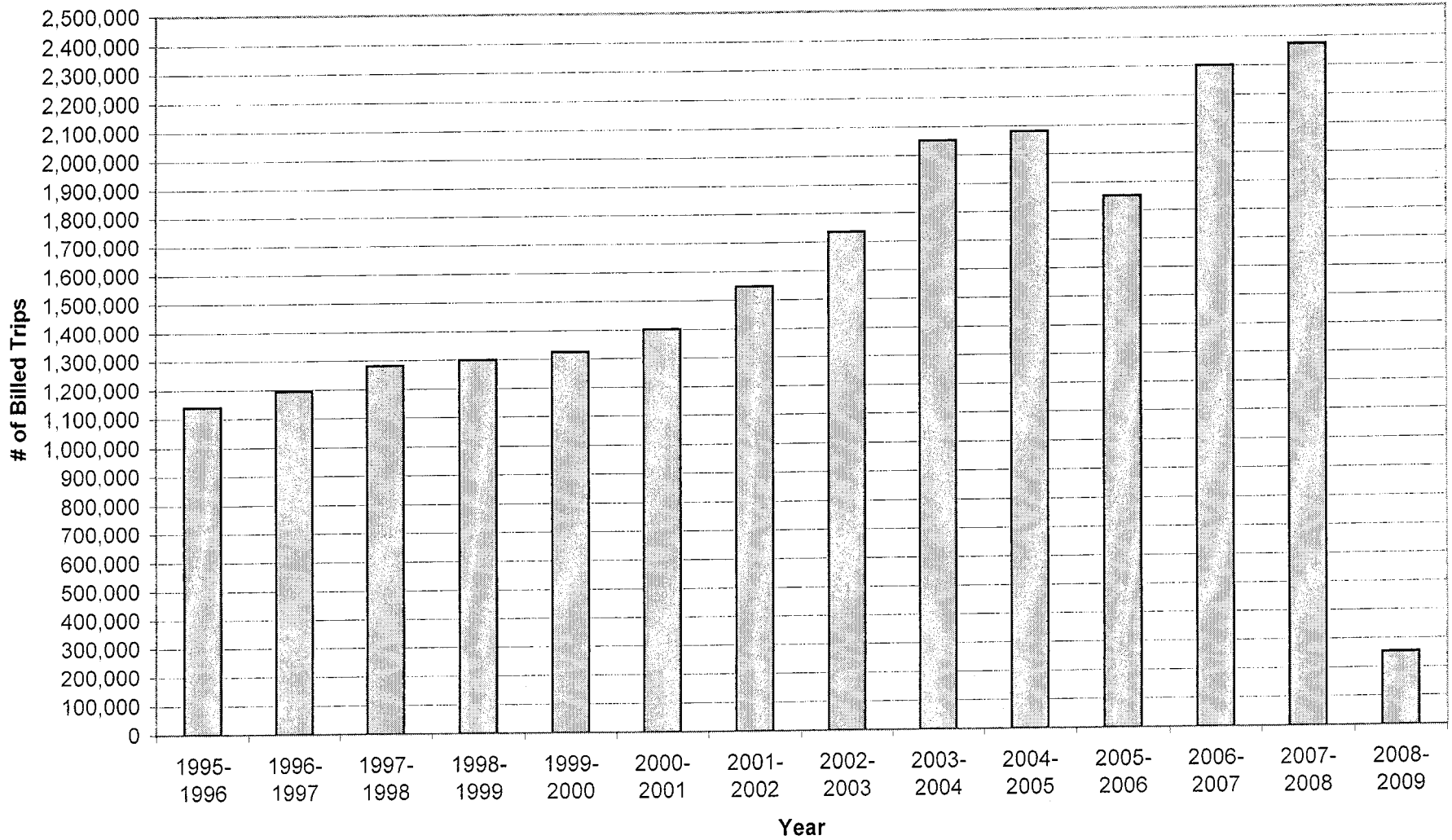
FY 2006  
FY 2007  
FY 2008  
FY 2009



5-7.e1

Attachment E

Annual UCSC Historical Ridership  
as of 9/30/2008



5-7.41

Attachment E

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** November 21, 2008

**TO:** Board of Directors

**FROM:** Angela Aitken, Finance Manager

**SUBJECT: AUTHORIZATION FOR DISPOSAL OF THIRTEEN (13) 1988 NEW FLYER BUSES AND ONE (1) LOT OF SUPPORT PARTS FOR THE ABOVE LISTED VEHICLES.**

## **I. RECOMMENDED ACTION**

**Staff recommends that the Board of Directors declare as excess thirteen (13) 1988 New Flyer buses and one (1) lot of support parts for the above listed vehicles.**

## **II. SUMMARY OF ISSUES**

- In accordance with the District's policy on disposal of fixed assets and inventoriable items, 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.
- The thirteen (13) 1988 buses have almost 1 million miles on them and are in poor condition.

## **III. DISCUSSION**

The current market values of the buses are \$750 each. The parts for these buses have a market value of \$100. Upon the Board's declaration of the buses as excess, the District's Purchasing Office will proceed with disposal.

## **IV. FINANCIAL CONSIDERATIONS**

None of the buses have any remaining book value. Any revenue generated from the sale of these items will be recorded as income in the current operating budget.

## **V. ATTACHMENTS**

**Attachment A:** List of Assets Designated for Disposal as of November 21, 2008

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| SANTA CRUZ METROPOLITAN TRANSIT DISTRICT<br>EXCESS REVENUE VEHICLE LISTING |                     |           |      |           |           |       |          |           |
|--|---------------------|-----------|------|-----------|-----------|-------|----------|-----------|
| Vehicle #  | Manufacturer        | LTD Miles | Year | VIN       | License # | Model | Residual | Condition |
|  |                     |           |      |           |           |       | Value    |           |
| 8077   | NEW FLYER           | 825098    | 1988 | 3JU013219 | E-431948  | D35   | \$750    | POOR      |
| 8078   | NEW FLYER           | 852978    | 1988 | XJU013220 | E-484800  | D35   | \$750    | POOR      |
| 8079   | NEW FLYER           | 814430    | 1988 | 1JU013221 | E-484799  | D35   | \$750    | POOR      |
| 8080   | NEW FLYER           | 770576    | 1988 | 3JU013222 | E-484798  | D35   | \$750    | POOR      |
| 8081   | NEW FLYER           | 653042    | 1988 | 5JU013223 | E-484797  | D35   | \$750    | POOR      |
| 8082   | NEW FLYER           | 726902    | 1988 | 7JU013224 | E-484796  | D35   | \$750    | POOR      |
| 8083   | NEW FLYER           | 739878    | 1988 | 9JU013225 | E-484795  | D35   | \$750    | POOR      |
| 8084   | NEW FLYER           | 761546    | 1988 | 0JU013226 | E-484794  | D35   | \$750    | POOR      |
| 8085   | NEW FLYER           | 746181    | 1988 | 2JU013227 | E-484793  | D35   | \$750    | POOR      |
| 8090   | NEW FLYER           | 876485    | 1988 | 6JU013232 | E-484789  | D35   | \$750    | POOR      |
| 8091   | NEW FLYER           | 867126    | 1988 | 8JU013233 | E-484788  | D35   | \$750    | POOR      |
| 8092   | NEW FLYER           | 817858    | 1988 | XJU013234 | E-484787  | D35   | \$750    | POOR      |
| 8095   | NEW FLYER           | 896558    | 1988 | 5JU013237 | E-484784  | D35   | \$750    | POOR      |
|  | Miscellaneous Parts |           |      |           |           |       | \$100    |           |

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** November 21, 2008

**TO:** Board of Directors

**FROM:** Angela Aitken, Finance Manager  
Ciro Aguirre, Manager of Operations

**SUBJECT: CONSIDERATION OF CONTRACT EXTENSION WITH PAT PIRAS CONSULTING FOR REVIEW OF THE ADA PARATRANSIT ELIGIBILITY PROCESS**

## I. RECOMMENDED ACTION

**It is recommended that the Board of Directors authorize the General Manager to execute an amendment to the contract with Pat Piras Consulting to extend the contract for review of the ADA Paratransit eligibility process through February 28, 2009.**

## II. SUMMARY OF ISSUES

- METRO entered into a contract with Pat Piras Consulting for review of the ADA paratransit eligibility process on May 5, 2008.
- This contract will expire on November 30, 2008.
- METRO is planning to purchase the Trapeze CERT module and contractor has offered to provide new template forms necessary for the eligibility process.
- Staff recommends that the Board of Directors authorize the General Manager to execute an amendment to the contract with Pat Piras Consulting for review of ADA paratransit eligibility process to extend the term of the contract to March 31, 2009. This will be a time extension only and there will be no additional contract compensation.

## III. DISCUSSION

METRO entered into a contract with Pat Piras Consulting for review of the ADA paratransit eligibility process on May 5, 2008. Contract was to expire on November 30, 2008. METRO is planning to purchase the Trapeze CERT module which is used in the eligibility certification process. The contractor has recommended extending the contract term in order to provide new template forms necessary for the eligibility process and to provide assistance in the implementation process.

Staff recommends that the Board of Directors authorize the General Manager to execute an amendment to the contract with Pat Piras Consulting for review of the ADA paratransit

5-9.1

eligibility process to extend the term of the contract to March 31, 2009. This will be a time extension only and there will be no additional contract compensation.

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

No financial implications from this action.

#### **V. ATTACHMENTS**

**Attachment A:** Contract Amendment

5-9.2

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
SECOND AMENDMENT TO CONTRACT NO. 08-22  
FOR REVIEW OF ADA PARATRANSIT ELIGIBILITY PROCESS**

This Second Amendment to Contract No. 08-22 for review of ADA paratransit eligibility process is made effective December 1, 2008 between the Santa Cruz Metropolitan Transit District, a political subdivision of the State of California ("METRO") and Pat Piras Consulting ("Contractor").

I. RECITALS

- 1.1 METRO and Contractor entered into a Contract for Review of ADA paratransit eligibility process ("Contract") on May 5, 2008.
- 1.2 On July 25, 2008, METRO extended the contract term to November 30, 2008.
- 1.3 The Contract allows for the extension upon mutual written consent.

Therefore, METRO and Contractor amend the Contract as follows:

II. TERM

- 2.1 Article 4.01 is amended to include the following language:

This Contract shall continue through March 31, 2009. This Contract may be mutually extended by agreement of both parties.

III. REMAINING TERMS AND CONDITIONS

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

IV. AUTHORITY

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

SIGNATURES ON NEXT PAGE

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

METRO  
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

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

CONTRACTOR  
PAT PIRAS CONSULTING

By \_\_\_\_\_  
Patrishia Piras  
Principal/Director

Approved as to Form:

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

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** November 21, 2008  
**TO:** Board of Directors  
**FROM:** Frank L. Cheng, Project Manager  
**SUBJECT:** CONSIDERATION OF METROBASE STATUS REPORT

## I. RECOMMENDED ACTION

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

## II. SUMMARY OF ISSUES

- Maintenance Building
  - West Bay Builders working on punch-list items for the first phase of building.
  - Elevator installation is in the final stages of completion, coordinating with ADT for access phone lines.
  - METRO training scheduled for November 20, 2008.
  - METRO estimated move into first phase is on December 1, 2008.
  - Site striping complete.
  - Driveway on Vernon Street complete.
- Operations Building
  - River Street bus wash demo project bid due December 5 2008.
  - RNL Design is working on the re-package of the Operation Building.
- Vernon Administration Building
  - Wald, Ruhnke & Dost Architects have been diligently working on completing drawings for METRO staff to review.
  - Preparations for vacating Vernon Building have commenced.

## III. DISCUSSION

West Bay Builders is working on punch-list items for the first phase of the Maintenance Building. Harris & Associates and RNL Design have inspected the facility and have provided a punch-list item for incomplete work or work requiring modifications. On the exterior of the building, site striping and driveway on Vernon Street are complete. In the interior, elevator installation is in the final stages of completion, and West Bay is coordinating with ADT for accessible phone lines.

West Bay is coordinating their subcontractors to provide training instructions to many of the equipment in the Maintenance Building. METRO training is scheduled for November 20, 2008.

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The fleet crew has already walked through the site and will be ready to move from the previous building into the new one on December 1, 2008.

In regards to the Operations Building, RNL Design is continuing to work on the re-package. Once this is at 65% completion, Harris & Associates will review and comment on the drawings and specifications. RNL Design's team is continuing with coordination of all the drawings and specifications with all the consultants. For the current work on the River Street site, the existing bus wash will be demo. The bus wash demo project bid is due on December 5, 2008. With the completion of the demo, the bus yard will have more room for assisting in the Operations Building component of the MetroBase Project. The Operation Building component will be done in multiple phases to minimize the impact on the agency.

On October 10, 2008, the Board of Directors authorize the General Manager to execute a contract with Wald, Ruhnke & Dost (WR&D) Architects LLP for architect and engineering services for the Vernon Administration Building. WR&D has been diligently working on completing drawings for METRO staff to review. In the mean time, preparations for vacating the Vernon Building have commenced.

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

New updates on the MetroBase Project:

- METRO scheduled to move in to first phase Maintenance Building on December 1, 2008.
- Bus Wash Demo bid due December 5, 2008.
- RNL Design continuing to work with the Operations Building re-package.
- WR&D working on drawings for the Vernon Administration Building.

Previous information regarding the MetroBase Project:

- A. Maintenance Building (IFB 06-01)
  - West Bay preparation on driveway site work, elevator, and punch-list items.
  - IFB 06-01 Maintenance Building awarded to West Bay Builders for \$15,195,000.
  - Weekly Construction Meetings.
- B. Operations Building
  - RNL Design is continuing to work with the Operations Building re-package
- C. Vernon Administration Building (IFB 08-28)
  - Wald, Ruhnke & Dost Architects chosen as the Architectural & Engineering firm for this project.

5-10.2

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

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

#### **V. ATTACHMENTS**

**Attachment A: Maintenance Building Images**





# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** November 21, 2008  
**TO:** Board of Directors  
**FROM:** Mark J. Dorfman, Assistant General Manager  
**SUBJECT:** **ACCEPT AND FILE VOTING RESULTS FROM APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR PREVIOUS MEETINGS**

## I. RECOMMENDED ACTION

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

## II. SUMMARY OF ISSUES

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

## III. DISCUSSION

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

## IV. FINANCIAL CONSIDERATIONS

There is no cost impact from this action.

## V. ATTACHMENTS

**Attachment A:** Minutes of the October 2, 2008 Regular SCCRTC Meeting

5-11.1

# Attachment **A**

## SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION

### MINUTES

Thursday  
October 2, 2008  
9:00 a.m.

Board of Supervisors Chambers  
701 Ocean Street, 5<sup>th</sup> Floor  
Santa Cruz, CA

#### 1. Roll Call

##### Members Present:

|                   |                            |
|-------------------|----------------------------|
| Jan Beautz        | Randy Johnson              |
| Emily Reilly      | Mark Stone                 |
| Kirby Nicol       | Dale Skillicorn            |
| Gustavo Gonzalez  | Pat Spence                 |
| Marcela Tavantzis | Antonio Rivas              |
| Ellen Pirie       | Rich Krumholz (ex officio) |

##### Member Absent:

Neal Coonerty

##### Staff Present:

|                |                 |
|----------------|-----------------|
| George Dondero | Karena Pushnik  |
| Luis Mendez    | Rachel Moriconi |
| Yesenia Parra  | Kim Shultz      |
| Gini Pineda    | Grace Blakeslee |
| Daniel Nikuna  |                 |

#### 2. Oral Communications

**Jack Nelson** proposed that the Commission incorporate the principle of sustainability in transportation planning.

#### 3. Additions or deletions to consent and regular agendas

Executive Director George Dondero said that there were add-on pages for Items 14, 19, 20, and 21. He said that there were replacement pages for Items 22 and 23. He noted the new agenda format.

Commissioner Pirie asked that a letter from Bill Comfort regarding high speed rail be put on the next agenda.

**CONSENT AGENDA** (Pirie/Rivas) Approved Unanimously

5-11.a1

**MINUTES**

4. Approved minutes of the September 4, 2008 regular SCCRTC meeting (Commission Alternate Gonzalez abstained)
5. Accepted draft minutes of the September 8, 2008 Bicycle Committee meeting
6. Accepted draft minutes of the September 11, 2008 Budget and Administration/Personnel Committee meeting

**POLICY ITEMS**

7. Accepted recommendation regarding support for the Safe Reliable High-Speed Passenger Train Bond Act (Proposition 1A) on the November 2008 ballot (Resolution 04-09)

**PROJECTS and PLANNING ITEMS**

*No consent items*

**BUDGET AND EXPENDITURES ITEMS**

8. Accepted quarterly status report on Transportation Development Act (TDA) revenues
9. Accepted FY07-08 SCCRTC internal annual financial reports (enclosed separately for commissioners only)

**ADMINISTRATION ITEMS**

10. Accepted commission meeting schedule for 2009

**INFORMATION/OTHER ITEMS**

11. Accepted monthly meeting schedule
12. Accepted correspondence log
13. Accept letters from SCCRTC committees and staff to other agencies
  - a. Letter to Todd Sexaur at the County of Santa Cruz regarding comments on the Notice of Preparation (NOP) for an Environmental Impact Report (EIR) for the Atkinson Lane Specific Plan from RTC staff
14. Accepted miscellaneous written comments from the public on SCCRTC projects and transportation issues
15. Accepted information items

5-11.a2

- a. Press release from the American Council of engineering Companies: 'Self-Help' Counties Are More Effective in Getting Transportation Projects Delivered, Study Finds
  - b. Assemblymember John Laird press release: Mission Street Safety Task Force Issues First Report
16. Adjourned to a special meeting of the Service Authority for Freeway Emergencies (SAFE) at 9:01 am.
  17. The RTC reconvened to the regular meeting at 9:14 am.

### **REGULAR AGENDA**

18. Commissioner reports – None
19. Director's report

Executive Director George Dondero reported on the activities of the Speakers Bureau, community outreach efforts, Rideshare Week and Bike to Work Day. He announced that Sam Mendez joined the RTC staff as an intern and that the agency will undergo the annual fiscal audit at the end of October.

Responding to a question from Commissioner Pirie regarding hiring a public relation's firm, Mr. Dondero said that staff believed that it would be useful to have professional consultation to coordinate ongoing outreach, public relations and the website redesign. Ms. Pirie asked that the Request for Qualifications be brought to the next meeting.

20. Caltrans report and consider action items

Rich Krumholz, Caltrans District 5, said that the Ribbon-Cutting Ceremony for the Highway 1/17 Merge Lanes Project is scheduled for Friday, November 7<sup>th</sup> at 1pm at the Branciforte Avenue overcrossing. He said that signs are being replaced on Highways 1 and 17 and that Caltrans recently received approval to order new signage for Mission St. In response to Commissioner comments, he said that he would provide more detailed information at a future meeting regarding the improvements along Highway 17 near the Glenwood Cutoff.

21. State Budget and Legislation Update

Senior Planner Rachel Moriconi said that the state budget was approved on September 23<sup>rd</sup>, fully funding Proposition 42 and providing for \$4.7 billion in appropriations for Proposition 1b projects. She said that the California Transportation Commission is no longer planning to reprogram the 2008 State Transportation Improvement Program (STIP). Ms. Moriconi said that the final budget diverted millions in transit funds into the general fund. She provided a graph showing where the funds were diverted and how the budget diverges

**5-11.93**

from state law. Ms. Moriconi reviewed bills that the governor signed into law, including SB 375 and the governor's signing statement regarding that bill. She said that staff will be moving forward to develop the draft legislative agenda for 2009.

Commissioners discussed their participation in developing the 2009 legislative agenda.

SCCRTC consultant Kirk Trost commented on SB 375, saying that it provides incentives in line with CEQA requirements and that it found the right balance between environmentalists and developers.

22. Proposed Amendments to the Fiscal Year (FY) 08-09 Budget and Work Program

Deputy Director Luis Mendez gave the staff report saying that the proposed budget is balanced but does not achieve the Commission's goals for reserve funds because Transportation Development Act (TDA) revenues did not reach projections. He said that allocations to TDA recipients can still be made. Mr. Mendez noted additional sources of revenue that will help fund some RTC programs. He reviewed the work program and noted that there may be some additional funds for Commute Solutions and other existing projects by accessing old CMAQ apportionments.

Commissioners discussed using some TDA reserves to balance the budget and whether the goal of 8% reserves was too high. It was noted that the recommendation to use TDA reserve funds was to meet commitments already made. Commissioners asked that a discussion regarding TDA reserves be put on a future agenda.

Commissioner Rivas moved and Commissioner Beautz seconded to approve the Budget and Administration/Personnel (B&A/P) Committee and staff recommendations that the Regional Transportation Commission (RTC):

1. Adopt a resolution approving the proposed amendments to the FY08-09 Budget and Work Program; and
2. Direct staff to pursue additional Congestion Mitigation and Air Quality (CMAQ) Improvement Program funds for the Commute Solutions program.

The motion (Resolution 06-09) passed unanimously.

23. Hwy 1 Soquel/Morrissey Auxiliary Lanes project- draft environmental document and public meeting

Senior Planner Kim Shultz said that October 13<sup>th</sup> is the target date to release the draft environmental document. He said that a public hearing is scheduled for October 29<sup>th</sup> from 5-8pm at the Board of Supervisors Chambers. Comments on the document will be due to Caltrans on Friday, November 14<sup>th</sup>. Mr. Shultz

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said that next steps are the final approval of the environmental document, right of way authorization and final engineering design.

**Jack Nelson** referred to a letter he submitted to the Commission which states that a full Environmental Impact Report, as opposed to an initial study, should be required for the Auxiliary Lanes Project. He also asked the Commission to ask Caltrans to extend the review period beyond 30 days.

24. Review of items to be discussed in Closed Session

Mr. Dondero said that there would be a closed session to discuss acquisition of the Santa Cruz Branch Rail Line. The RTC adjourned to a closed session at 10:15 am.

**CLOSED SESSION**

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

Agency Negotiator: Kirk Trost, Miller Owen & Trost

Negotiation Parties: SCCRTC, Union Pacific

Under Negotiation: Price and Terms

**OPEN SESSION**

The RTC reconvened in open session at 11:10 am.

26. Report on closed session – N/A

27. Santa Cruz Branch Rail Line Acquisition Project

Deputy Director Luis Mendez gave the staff report. He referred to Attachment 3 which provided responses to questions raised at the August 21<sup>st</sup> TPW meeting. Mr. Mendez reviewed the timeline and list of due diligence items.

**Bill Comfort** asked when the business plan will be released to the public. He said that he is requesting plenty of time for the public to review it.

Mr. Mendez said that the plan is scheduled to be ready by January 2009 but that some information may still be confidential due to negotiations with Union Pacific. He said that the Commission's stated commitment is to release the plan with as much information as possible.

5-11-a5

Mr. Comfort asked if the RTC will be able to control what kinds of materials are shipped along the rail line and if a policy could be developed that trumped the Surface Transportation Board policies.

**Jack Nelson** thanked the Commission for moving to acquire the rail corridor.

28. Adjourn/Next Meetings

The meeting adjourned at 11:19 am.

The next Transportation Policy Workshop is scheduled for Thursday, October 16, 2008 at 9:00 a.m. at the SCCRTC Offices, 1523 Pacific Avenue, Santa Cruz, CA.

The next SCCRTC meeting is scheduled for Thursday, November 6, 2008 at 9:00 a.m. at the Watsonville City Council Chambers, 275 Main Street., 4th Floor, Watsonville, CA

Respectfully submitted,

---

Gini Pineda, Staff

**ATTENDEES**

Bill Comfort  
Jack Nelson  
Cliff Walters  
Alan Lambert  
Rahn Garcia  
Kirk Trost  
Tim Eklund  
Tom Egan

Sierra Railroad  
Sierra Railroad  
RTC Legal Counsel  
RTC Negotiations Consultant  
RTC Freight Railroad Consultant  
RTC Freight Railroad Consultant



# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** November 21, 2008  
**TO:** Board of Directors  
**FROM:** Robyn Slater, Human Resources Manager  
**SUBJECT: PRESENTATION OF EMPLOYEE LONGEVITY AWARDS**

## **I. RECOMMENDED ACTION**

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

## **II. SUMMARY OF ISSUES**

- None.

## **III. DISCUSSION**

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

## **IV. FINANCIAL CONSIDERATIONS**

None.

## **V. ATTACHMENTS**

**Attachment A:** Employee Recognition List

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
EMPLOYEE RECOGNITION**

**TEN YEARS**

None

**FIFTEEN YEARS**

None

**TWENTY YEARS**

Roberto Ojeda, Fleet Maintenance Mechanic II

**TWENTY-FIVE YEARS**

None

**THIRTY YEARS**

None

6.01

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

## STAFF REPORT

**DATE:** November 21, 2008

**TO:** Board of Directors

**FROM:** Margaret Gallagher, District Counsel

**SUBJECT: PUBLIC HEARING TO DISCUSS PROPOSED CHANGES TO SANTA CRUZ METRO'S CONFLICT OF INTEREST CODE AND ANY PUBLIC COMMENTS SUBMITTED TO DATE**

### I. RECOMMENDED ACTION

**Discuss proposed amendments to METRO's Conflict of Interest Code, and any public comments submitted to date. The 45-day comment period began October 28, 2008 and will conclude December 11, 2008.**

### II. SUMMARY OF ISSUES

- Every agency, including all local government agencies and special districts are required by Government Code §87300 to adopt and promulgate a Conflict of Interest Code
- The Conflict of Interest Code must be reviewed every two years and amended when circumstances change, such as when new positions are created or duties of existing positions change.
- In December, 2006 the Board decided that METRO's Conflict of Interest Code be consolidated into one document and that it be updated and amended to include all appropriate designated positions.
- At this time, an Amendment is required as there are new positions, or titles to positions have changed. Additionally, consultants need to be designated, in order to ensure compliance.
- On September 26, 2008, the Board issued a Notice of Intention to Amend Santa Cruz METRO's Conflict of Interest Code, approved the 2008 Local Agency Biennial Notice and issued a 45-day comment period to begin October 28, 2008 and conclude on December 11, 2008.

### III. DISCUSSION

The Political Reform Act (the PRA) controls conflicts of interests of public officials through disclosure of financial interests and prohibitions on participation in the making of decisions in which the official knows or has reasons to know he or she has a financial interest. The PRA's standards are found in California Government Code Sections 81000 et seq. The Fair Political Practices Commission (FPPC) has also adopted regulations implementing the PRA, see Title 2 of the California Code of Regulations Section 18109 et. seq., and issues formal opinions and advice

letters on the application of the PRA to particular situations. The FPPC maintains a website at [www.fppc.ca.gov](http://www.fppc.ca.gov) which contains the PRA regulations, opinions and advice letter summaries.

In accordance with the PRA, all government agencies must adopt and promulgate a Conflict of Interest Code. This code must be reviewed every two years and amended when circumstances change, such as when new positions are created or duties of existing positions change. The code must be consistent with the minimum requirements of the PRA. Such Conflict of Interest Code has the force of law and any violation of the Conflict of Interest Code by a designated employee is deemed a violation of Government Code §87300, et seq.

Designated officials, employees, members and consultants are required to file Statements of Economic Interests (Form 700) with the METRO. A Statement of Economic Interest must be filed upon assuming office, or a designated position, annually while holding office or a designated position, and upon leaving office or a designated position. The statement, must disclose the interests of the filer and of his or her immediate family, which includes the filer's spouse and dependent children. The Statements, depending on the designated disclosure category, must disclose specified types of investments, interests in real property and businesses, income, gifts and loans. Moreover, these statements must include the acquisition and disposition dates of investments in real property covered by the period of the statement.

The California Attorney General, the FPPC and local district attorneys are empowered to enforce the Political Reform Act through criminal sanctions, civil liability and civil penalties. Although the penalties for violations of various provisions of the PRA vary, civil penalties are generally based upon the amount of money or value of a gift or contribution not reported. Penalties can be as high as \$10,000 or three times the amount not reported, whichever is greater. Because good faith is relevant in determining criminal and civil liability, it is particularly important that affected individuals seek advice from the District's Counsel and/or the FPPC whenever a potential issue arises. However, only a formal written advice letter from the FPPC will confer immunity from liability under the PRA.

In December of 2006, METRO's Conflict of Interest Code was consolidated its policy from various formats and codes into one Conflict of Interest Code, ensuring that all California state law requirements are met with regard to designated positions and disclosure categories.

The Political Reform Act requires every local government agency to review its conflict of interest code biennially. Not later than October 1 of each even-numbered year, each agency must submit to the County Board of Supervisors a notice indicating whether or not an amendment is necessary.

At this time, an Amendment is necessary to METRO's Conflict of Interest Code, as there are new positions, including consultants that must be designated, as well as revisions of certain titles of existing positions. The required amendments are self-explanatory and are shown in Attachment A via bolding and cross-outs.

The 45-day comment period ends on December 11, 2008. The purpose of this public hearing is to discuss the proposed amendments to the Code and consider any public comments submitted to date.

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

**None**

#### **V. ATTACHMENTS**

- Attachment A: Current Regulation—METRO’s Conflict of Interest Code (showing language to be added and deleted)
- Attachment B: 2008 Local Agency Biennial Notice
- Attachment C: Notice of Intention to Modify Santa Cruz METRO’s Conflict of Interest Code

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

# Attachment A

Regulation Number: AR-1025

Computer Title: conflict.int

Effective Date: December 15, 2006

Pages: 4

**TITLE: CONFLICT OF INTEREST CODE FOR DESIGNATED OFFICIALS, EMPLOYEES, MEMBERS AND CONSULTANTS**

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## Procedure History

| NEW POLICY      | SUMMARY OF POLICY   | APPROVED |
|-----------------|---|----------|
| 12-15-06        | Consolidation of Policies and requirements into regulation format and specific use of required language, including designated positions including Senior Account Technician, and disclosure categories. | M.R.     |
| <u>11-21-08</u> | <u>Amending list of designated positions in Appendix A</u>  |          |

---

## I. POLICY

- 1.01 The Political Reform Act, Government Code Section 81000, *et seq.*, requires state and local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission (FPPC) has adopted a regulation, Article 2 of the California Code of Regulations Section 18730, which contains the terms of a standard conflict of interest code. The terms of Article 2 of the California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission (FPPC) are hereby incorporated by reference and, all officials, employees, members and consultants designated herein and disclosure categories set forth herein, constitute the Conflict of Interest Code of the Santa Cruz Metropolitan Transit District (METRO).
- 1.02 Designated Officials, Employees, Members and Consultants shall file Statements of Economic Interests (Form 700) with the METRO at its Administrative Offices located at 370 Encinal Street, Suite 100, Santa Cruz, California 95060 on forms prescribed by the FPPC and supplied by the METRO at the times specified in Title 2 of the California Code of Regulations, Section 18730. Such forms can be obtained from METRO's Administrative Services Coordinator.
- 1.03 METRO will retain the completed Form 700s prepared by all designated officials, employees, members and consultants. METRO will make the For 700s available for public inspection and reproduction upon request.

- 1.04 Designated Officials, Employees, Members and Consultants violating any provision of this regulation are subject to the administrative, criminal and civil sanctions provided in the Political Reform Act, Government Code Sections 81000-91014. Additionally, any violation may subject a METRO employee to disciplinary action up to and including employment termination.

## II. DESIGNATED POSITIONS

- 2.01 The persons holding positions listed in Appendix A are designated Officials, Employees, Members or Consultants for purposes of METRO's Conflict of Interest Code. It has been determined that these persons through their METRO employment position or their status as a METRO Official, Member or Consultant make or participate in the making of governmental decisions which may foreseeably have a material effect on economic or financial interests of their own or others.
- 2.02 METRO Officials, Employees and Members listed in Appendix A shall complete their Form 700s pursuant to the Disclosure Category set forth in Appendix A.
- 2.03 Consultants listed in Appendix A shall disclose pursuant to the broadest disclosure category (Category 1) unless METRO's General Manager determines in writing that a particular Consultant, although holding a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to comply fully with the disclosure requirements described in this section. Such determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The General Manager's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.
- 2.04 An individual holding one of the positions listed in Appendix A may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if he/she believes that their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by Government Code Section 87200 and as a result the individual holding such position is required to complete a Statement of Economic Interest (Form 700).

## III. DISCLOSURE CATEGORIES (Form 700):

- 3.01 **Disclosure Categories are the following:**

**Full Disclosure-Category 1:**

All interests in real property located within the jurisdiction, as well as investments, business positions and sources of income, including gifts, loans and travel payments.

**Full Disclosure (excluding interest in real property)-Category 2:**

All investments, business positions in business entities, and sources of income, including gifts, loans and travel payments.

### **Interests in Real Property-Category 3**

All interests in real property located in the jurisdiction.

### **General Contracting Categories-Category 4**

- a) All investments, business positions and income, including gifts, loans and travel payments, from sources that provide leased facilities, goods, equipment, vehicles, machinery or services, including training or consulting services, of the type utilized by the METRO.
- b) All investments, business positions and income, including gifts, loans and travel payments, from sources that provide leased facilities, goods, equipment, vehicles, machinery or services, including training or consulting services, of the type utilized by the employee's department or area of authority.

### **Grant/Service Providers/Agencies that Oversee Programs-Category 5**

- a) A designated employee in this category must report all investments, business positions and income, including gifts, loans and travel payments, or income from a nonprofit organization, if the source is of the type to receive grants or other monies from or through the METRO.
- b) All investments, business positions and income, including gifts, loans and travel payments, or income from a nonprofit organization, if the source is of the type to offer or provide consulting, rehabilitative or educational services concerning the prevention, treatment or rehabilitation of persons suffering from (alcohol related problems/drug abuse).

## **IV. DISQUALIFICATION**

- 4.01 No designated individual shall make, participate in making, or in any way attempt to use his or her official position to influence the making of any governmental decision which he or she knows or has reason to know will have a reasonably foreseeable material financial effect, distinguishable from its effect on the public generally, on the official or a member of his or her immediate family in violation of 2 Cal. Code of Regs. Section 18730.
- 4.02 No designated employee shall be prevented from making or participating in making of any decision to the extent his or her participation is legally required for the decision to be made. The fact that the vote of a designated employee who is on a voting body is needed to break a tie does not make his or her participation legally required for purposes of this section.



### Appendix A

| Position   | Assigned Disclosure Category |
|--|------------------------------|
| METRO Directors  | Category 1                   |
| General Manager  | Category 1                   |
| District Counsel   | Category 1                   |
| Assistant General Manager  | Category 1                   |
| Maintenance Manager  | Category 1                   |
| Finance Manager  | Category 1                   |
| Assistant Finance Manager  | Category 1                   |
| Project Manager  | Category 1                   |
| Purchasing Agent   | Category 4a                  |
| Senior Account Technician<br><u>(Purchasing Department Only)</u>   | Category 4a                  |
| <del>Harris &amp; Associates, Inc., Consultants</del>  | Category 1                   |
| <del>Tom Dean, Consultant</del> <u>Designated Consultants</u><br><u>Who meet the Requirements Herein</u> | Category 1                   |
| Human Resources Manager  | Category 4b                  |
| Assistant Human Resources Manager  | Category 4b                  |
| Information Technology Manager   | Category 4b                  |
| Senior Database Administrator  | Category 4b                  |
| <del>Paratransit Administrator</del> <u>Superintendent</u>   | Category 4b                  |
| <u>Assistant Paratransit Superintendent</u>  | Category 4b                  |

7.a4

|  |                    |
|--|--------------------|
| Operations Manager                       | Category 4b        |
| <u>Base-Fixed Route Superintendent</u>   | Category 4b        |
| <u>Facilities Maintenance Supervisor</u> | <u>Category 4b</u> |

### 2008 Local Agency Biennial Notice

Name of Agency: Santa Cruz Metropolitan Transit District  
 Mailing Address: 370 Encinal Street, Suite 100, Santa Cruz, CA 95060  
 Contact Person: Margaret Gallagher Office Phone No. (831) 426-6080  
 E-mail: mgallagher@scmtd.com Fax No: (831) 469-3658

This agency has reviewed its conflict-of-interest code and has determined that:

**An amendment is required. The following amendments are necessary:**  
 (Check all that apply.)

- Include new positions (including consultants) that must be designated.
- Delete positions that manage public investments from the list of designated positions.
- Revise disclosure categories.
- Revise the titles of existing positions.
- Delete titles of positions that have been abolished.
- Other (describe) Eliminate specific consultants and add general "consultant category"

Code is currently under review by the code reviewing body.

**No amendment is required.**

The agency's code accurately designates all positions that make or participate in the making of governmental decisions; the disclosure categories assigned to those positions accurately require the disclosure of all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding the designated positions; and the code includes all other provisions required by Government Code Section 87302.

  
 Signature of Chief Executive Officer

9-29-08  
 Date

Complete this notice regardless of how recently your code was approved or amended.  
 Please return this notice no later than October 1, 2008 to:

Crystal Bertheau  
 Santa Cruz County Clerk/Elections Department  
 701 Ocean St., Room 210  
 Santa Cruz, CA 95066

PLEASE DO NOT RETURN THIS FORM TO THE FPPC

Fair Political Practices Commission  
 428 J Street, Suite 620, Sacramento, CA 95833  
 For Technical Assistance: (866) ASK-FPPC

7.61

Santa Cruz Metropolitan Transit District  
NOTICE OF INTENTION TO ADOPT OR AMEND A  
CONFLICT-OF-INTEREST CODE

NOTICE IS HEREBY GIVEN that the Santa Cruz Metropolitan Transit District (METRO) intends to adopt or amend a conflict-of-interest code pursuant to Government Code Section 87300 and 87306. Pursuant to Government Code Section 87302, the code will designate employees who must disclose certain investments, income, interests in real property and business positions, and who must disqualify themselves from making or participating in the making of governmental decisions affecting those interests.

A written comment period has been established commencing on October 28, 2008 and terminating on December 11, 2008. Any interested person may present written comments concerning the proposed code no later than December 11, 2008 to METRO, 370 Encinal Street, Suite 100, Santa Cruz, CA 95060. A public hearing on this matter will be held on November 21, 2008. METRO's Board of Directors will review all public comments and consider whether to implement the amendments on December 12, 2008. METRO has prepared a written explanation of the reasons for the designations and the disclosure responsibilities and has available all of the information upon which its proposal is based.

METRO is amending its Conflict of Interest Code as there are new positions, including consultants that must be designated, as well as revisions to certain job titles of existing positions as follows:

1. The title of the existing Senior Accounting Technician is not being changed, however, because there are currently two Senior Accounting Technician positions, one in the Finance Department and one in the Purchasing Department, only the Senior Accounting Technician position in the Purchasing Department is designated as this position involves purchases of items by METRO.
2. Harris and Associates, Inc., Consultants are being deleted from the list of positions.

3. Tom Dean, Consultant, is being deleted from the list but “Designated Consultants who meet the requirements herein” is being added to the list to ensure that all designated consultants are included.
4. The title of “Paratransit Administrator” was re-titled “Paratransit Superintendent,” so the list was modified to reflect the new title.
5. The title of “Paratransit Superintendent” was re-titled “Assistant Paratransit Superintendent,” so the list was modified to reflect the new title.
6. The title of “Base Superintendent” was re-titled “Fixed Route Superintendent,” so the list was modified to reflect the new title.
7. The Facilities Maintenance Supervisor is being added to the list of positions that are designated in category 4b.

Copies of the proposed code and all of the information upon which it is based may be obtained from METRO, 370 Encinal Street, Suite 100, Santa Cruz, CA 95060. Any inquiries concerning the proposed code should be directed to Margaret Gallagher, at 831-426-6080, ext. 121.

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** October 24<sup>th</sup>, 2008  
**TO:** Board of Directors  
**FROM:** April Warnock, Paratransit Superintendent  
**SUBJECT:** METRO PARACRUZ OPERATIONS STATUS REPORT

## I. RECOMMENDED ACTION

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

## II. SUMMARY OF ISSUES

- METRO ParaCruz is the federally mandated ADA complementary paratransit program of the Transit District, providing shared ride, door-to-door demand-response transportation to customers certified as having disabilities that prevent them from independently using the fixed route bus.
- METRO assumed direct operation of paratransit services November 1, 2004.
- At the September 26, 2008 METRO Board of Directors meeting, Staff was requested to provide additional information on the ParaCruz five-minute wait procedure.
- Operating Statistics and customer feedback information reported are for the month of July 2008.
- ParaCruz Performance Goals are reflected in the Comparative Statistics Table in order to better compare actual performance.
- A breakdown of pick-up times beyond the ready window is included.

## III. DISCUSSION

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

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

In the ParaCruz Customer Guide, the five-minute wait is defined as:

“A period of five minutes, beginning when the driver arrives at the specified pick up location, during which the driver will wait for the customer before departing. The vehicle may arrive at any time during the Ready Window for a particular trip; the driver will wait for the customer for up to five minutes after that time before leaving to pick up the next customer. The customer will be charged with a “no show” if the customer is not at the vehicle and ready to board by the end of the driver wait time.”

The five-minute wait was incorporated into the ParaCruz Operating procedures in order to maximize service delivery, maintain on-time performance, and reduce cost. Operationally, the five-minute wait is started once contact with the customer or a representative, if possible, is established.

Currently, with the customer’s first ride of the day from origin, if contact is made and the customer is not ready to board, the operator initiates the five-minute wait. If at the end of the five minutes the customer has not presented his or herself, the driver will notify dispatch of customer’s status then will leave and proceed to next ride on their manifest, after the dispatcher has acknowledged the driver’s call.

When contact is established for a pick-up from a customer’s destination (not the first ride of the day) and the customer is not ready to go, the driver notifies dispatch. Dispatch attempts to call the customer to determine how much more time the customer will need at that location. Dependent on how busy the daily operation is and the location of the ride, the dispatcher may reschedule the customer’s ride to a time when the customer believes he or she will be ready, or may have the driver stand by near the location for the customer to finish.

When the driver arrives and cannot establish contact with the customer or a representative, the driver radios dispatch, and dispatch will attempt to make contact with the customer or a representative by telephone. If dispatch is successful in making contact, they in turn contact the driver and instruct them to start the five-minute wait at that time.

When the driver arrives and notifies the customer or a representative of their arrival, the driver radios dispatch, and the five-minute wait is started. The driver calls in at the end of the five-minute wait if the customer is not ready to go, and dispatch will instruct the driver to leave and continue with the next ride on their manifest.

When the driver arrives and cannot establish contact with the customer or a representative, the driver radios dispatch, and dispatch will attempt to make contact with the customer or a representative by telephone. If dispatch is successful in making contact, they in turn contact the driver and instruct them to start the five-minute wait at that time.

In the referenced instances above, the “five-minute” wait exceeds an actual period of five-minute time by several minutes.

ParaCruz will reschedule a return pick-up twice, but no more than that, since rescheduled rides are predicated on the customer contacting the office with the needed pick-up time. At the time a customer contacts ParaCruz after missing the first rescheduled ride, they are informed that the second rescheduled ride will be the last ride sent to them by ParaCruz. If they are not ready to go, the customer is advised that they will need to find their own way home. Taxi referrals are provided

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

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

|  | <b>July 2007</b> | <b>July 2008</b> |
|--|------------------|------------------|
| Total pick ups   | 6826             | 7849             |
| <b>Percent in “ready window”</b>                           | <b>93.96%</b>    | <b>93.22%</b>    |
| 1 to 5 minutes late  | 2.46%            | .94%             |
| 6 to 10 minutes late                                       | 1.35%            | .51%             |
| 11 to 15 minutes late                                      | 1.03%            | .33%             |
| 16 to 20 minutes late                                      | .51%             | .13%             |
| 21 to 25 minutes late                                      | .35%             | .17%             |
| 26 to 30 minutes late                                      | .13%             | .06%             |
| 31 to 35 minutes late                                      | .09%             | .03%             |
| 36 to 40 minutes late                                      | .10%             | .03%             |
| 41 or more minutes late<br>(excessively late/missed trips) | .07%             | .05%             |
| <b>Total beyond “ready window”</b>                         | <b>6.04%</b>     | <b>6.78%</b>     |

During the month of July 2008, ParaCruz received eight (8) Service complaints. Two (2) valid service complaints were related to late pick-ups. Three (3) complaints were not valid. Three (3) complaints were un-verifiable.

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



**Comparative Operating Statistics This Fiscal Year, Last Fiscal Year through July.**

|   | July 07  | July 08   | Fiscal 07-08 | Fiscal 08-09 | Performance Averages | Performance Goals                |
|---|----------|-----------|--------------|--------------|----------------------|----------------------------------|
| Requested                                 | 7163     | 8312      | 7163         | 8312         | 7814                 |                                  |
| Performed                                 | 6826     | 7849      | 6826         | 7849         | 7200                 |                                  |
| Cancels                                   | 15.61%   | 16.55%    | 15.61%       | 16.55%       | 17.31%               |                                  |
| No Shows                                  | 2.22%    | 3.46%     | 2.22%        | 3.46%        | 2.50%                | Less than 3%                     |
| Total miles                               | 45120    | 51320     | 45120        | 51320        | 47,164               |                                  |
| Av trip miles                             | 5.20     | 4.89      | 5.20         | 4.89         | 5.03                 |                                  |
| Within ready window                       | 93.96%   | 93.22%    | 93.96%       | 93.22%       | 94.20%               | 92.00% or better                 |
| Excessively late/missed trips             | 5        | 4         | 5            | 4            | 3                    | Zero (0)                         |
| Call center volume                        | 5868     | Not Avail | 5868         | Not Avail    | 6112                 |                                  |
| Call average seconds to answer            | 30       | 28        | 30           | 29           | 29 seconds           | Less than 2 minutes              |
| Hold times less than 2 minutes            | 95%      | Not Avail | 95%          | Not Avail    | 96.1%                | Greater than 90%                 |
| Distinct riders                           | 746      | 829       | 746          | 829          | 773                  |                                  |
| Most frequent rider                       | 46 rides | 87 rides  | 46 rides     | 87 rides     | 52 rides             |                                  |
| Shared rides                              | 63.4%    | 64.9%     | 63.4%        | 64.9%        | 60%                  | Greater than 50%                 |
| Passengers per rev hour                   | 2.32     | 2.09      | 2.32         | 2.09         | 2.31                 | Greater than 1.6 passengers/hour |
| Rides by supplemental providers           | 22.78%   | 4.17%     | 22.78%       | 4.17%        | 12.53%               | No more than 25%                 |
| Vendor cost per ride                      | \$23.22  | \$19.84   | \$23.22      | \$19.84      | \$21.99              |                                  |
| ParaCruz driver cost per ride (estimated) | \$24.17  | \$20.97   | \$24.17      | \$20.97      | \$24.54              |                                  |
| Rides < 10 miles                          | 83.16%   | 70.06%    | 83.16%       | 70.06%       | 75.42%               |                                  |
| Rides > 10                                | 16.84%   | 29.94%    | 16.84%       | 29.94%       | 24.58%               |                                  |

8.4

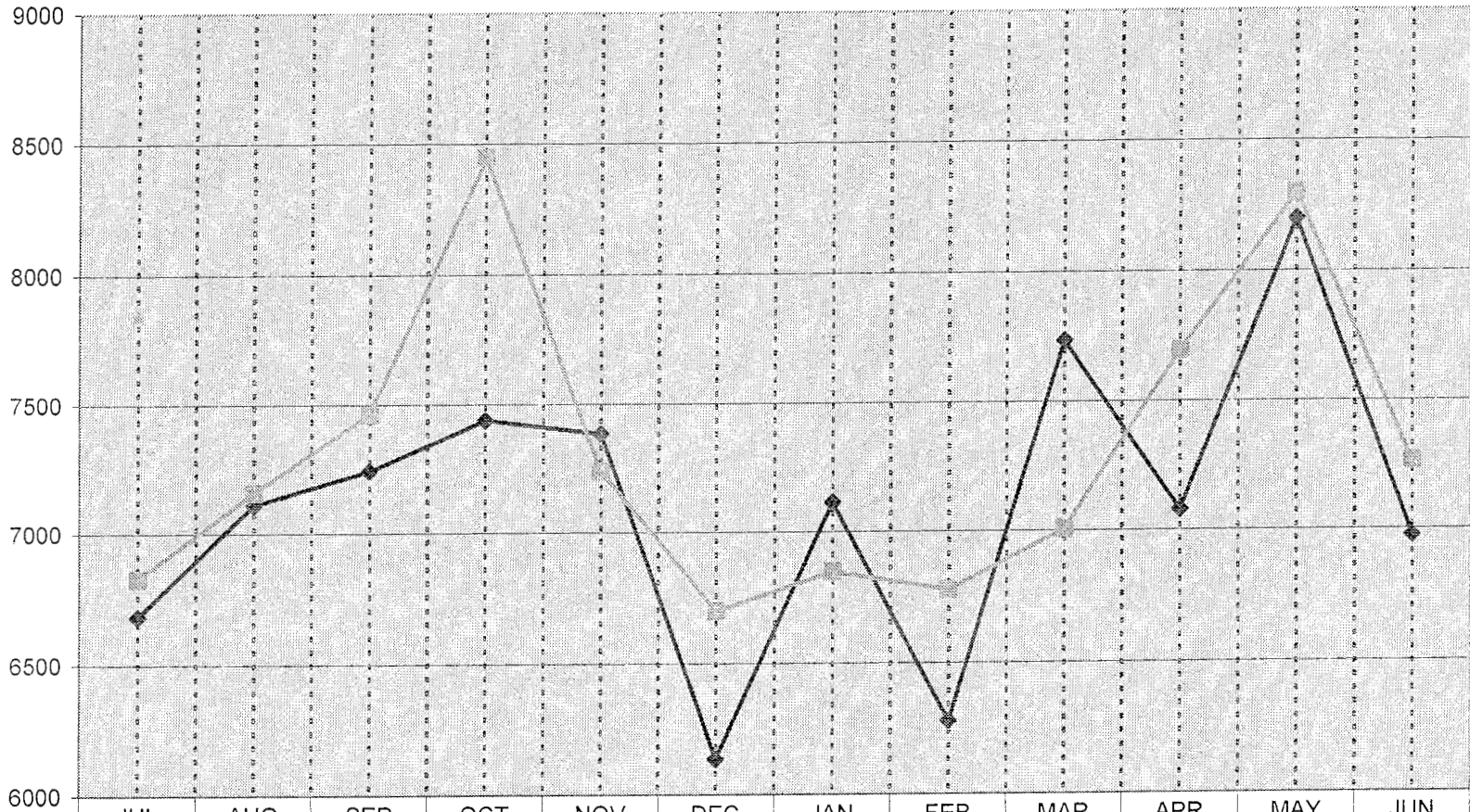
**IV. FINANCIAL CONSIDERATIONS**

NONE

**V. ATTACHMENTS**

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

### NUMBER OF RIDES COMPARISON

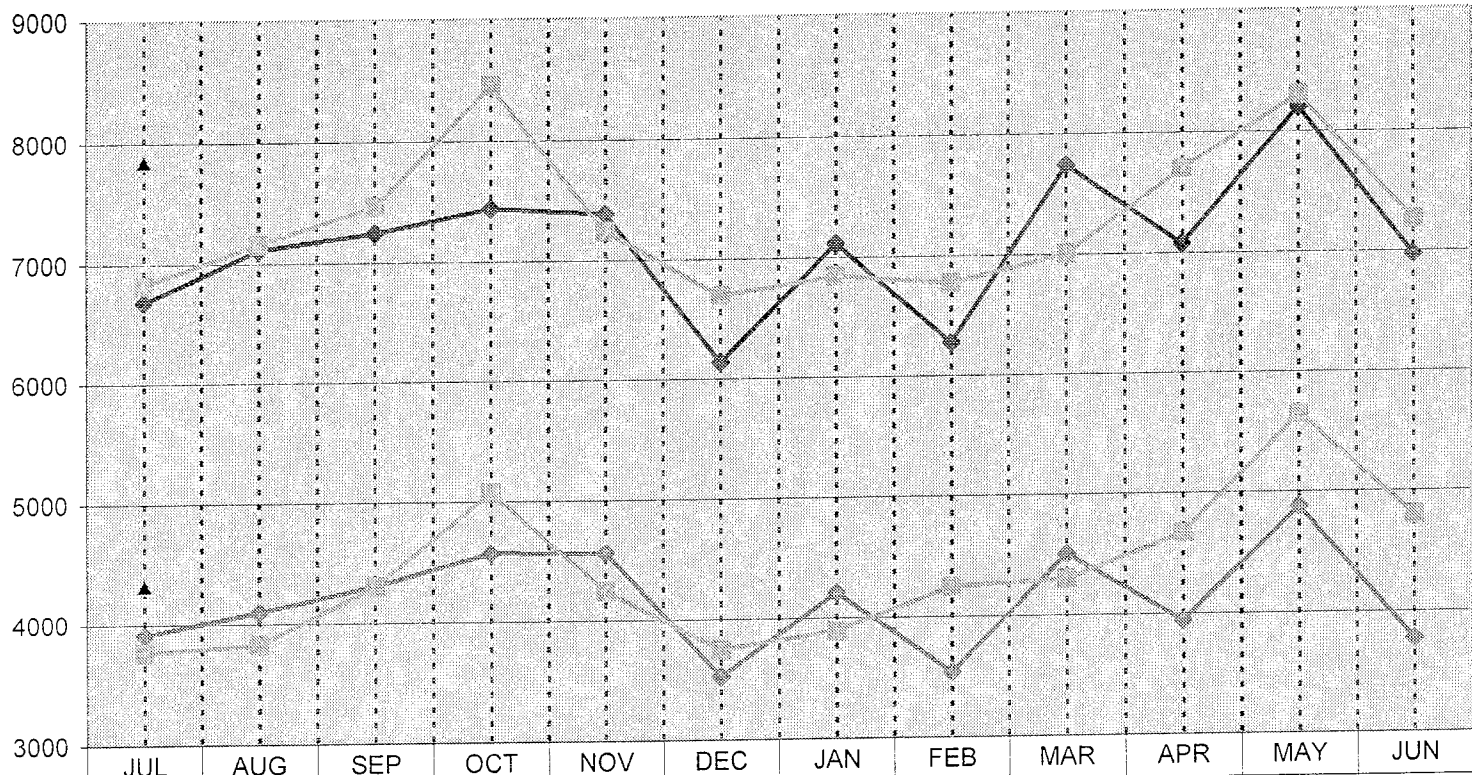


|            | JUL  | AUG  | SEP  | OCT  | NOV  | DEC  | JAN  | FEB  | MAR  | APR  | MAY  | JUN  |
|------------|------|------|------|------|------|------|------|------|------|------|------|------|
| ◆ FY 06-07 | 6683 | 7110 | 7241 | 7437 | 7384 | 6136 | 7113 | 6277 | 7735 | 7077 | 8199 | 6975 |
| ■ FY 07-08 | 6826 | 7157 | 7462 | 8447 | 7237 | 6699 | 6847 | 6777 | 7005 | 7695 | 8299 | 7262 |
| ★ FY 08-09 | 7849 |      |      |      |      |      |      |      |      |      |      |      |

8.a1

Attachment A

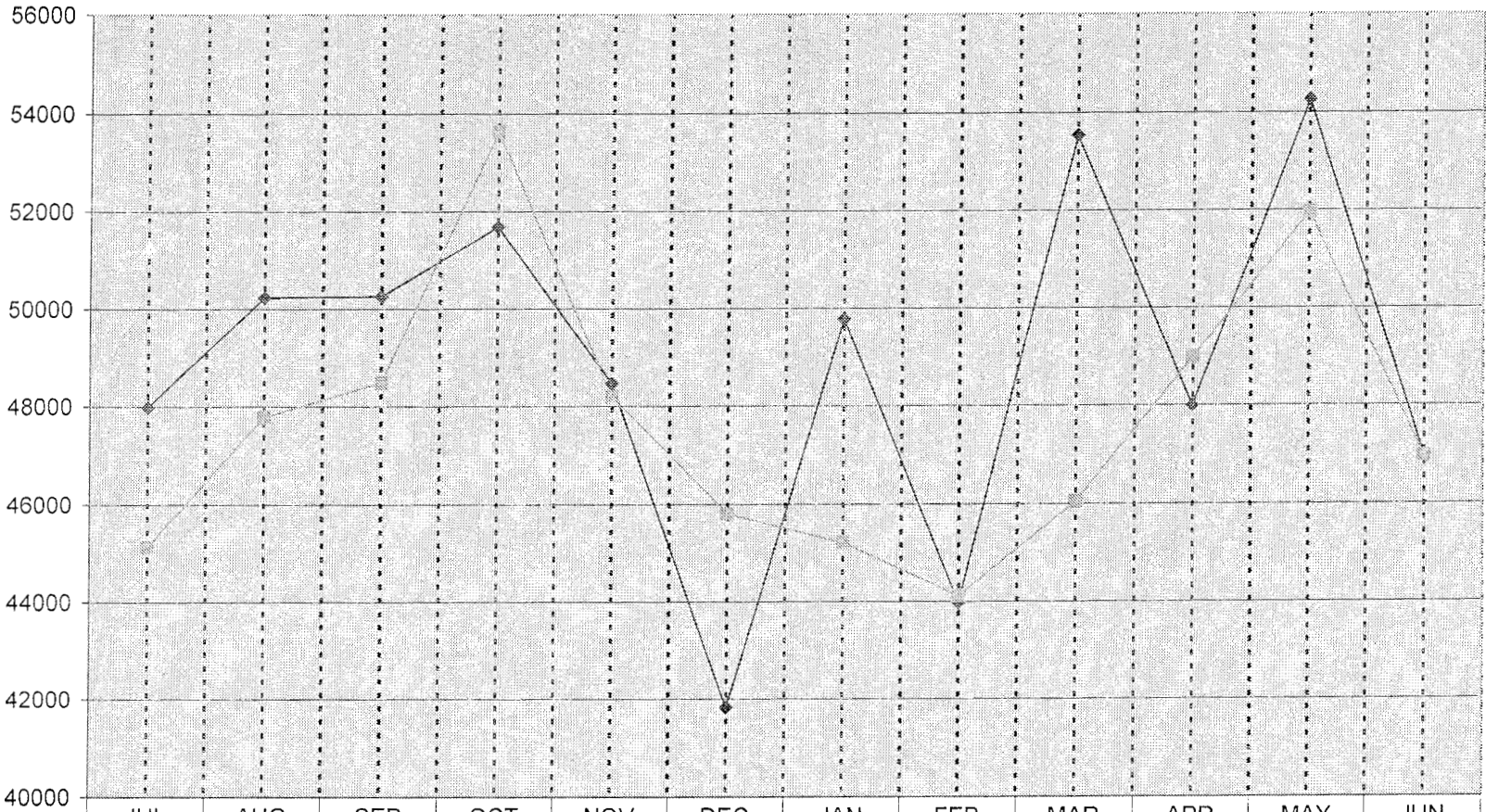
### SHARED vs. TOTAL RIDES



|                   | JUL  | AUG  | SEP  | OCT  | NOV  | DEC  | JAN  | FEB  | MAR  | APR  | MAY  | JUN  |
|-------------------|------|------|------|------|------|------|------|------|------|------|------|------|
| ◆ TOTAL FY 06-07  | 6683 | 7110 | 7241 | 7437 | 7384 | 6136 | 7113 | 6277 | 7735 | 7077 | 8199 | 6975 |
| ◆ RIDES FY 07-08  | 6826 | 7157 | 7462 | 8447 | 7237 | 6699 | 6847 | 6777 | 7005 | 7695 | 8299 | 7262 |
| ▲ RIDES FY 08-09  | 7849 |      |      |      |      |      |      |      |      |      |      |      |
| ◆ SHARED FY 06-07 | 3908 | 4095 | 4305 | 4567 | 4563 | 3524 | 4207 | 3537 | 4504 | 3939 | 4878 | 3769 |
| ◆ RIDES FY 07-08  | 3762 | 3823 | 4305 | 5077 | 4240 | 3745 | 3890 | 4242 | 4296 | 4668 | 5645 | 4803 |
| ▲ RIDES FY 08-09  | 4326 |      |      |      |      |      |      |      |      |      |      |      |

8.61

### MILEAGE COMPARISON

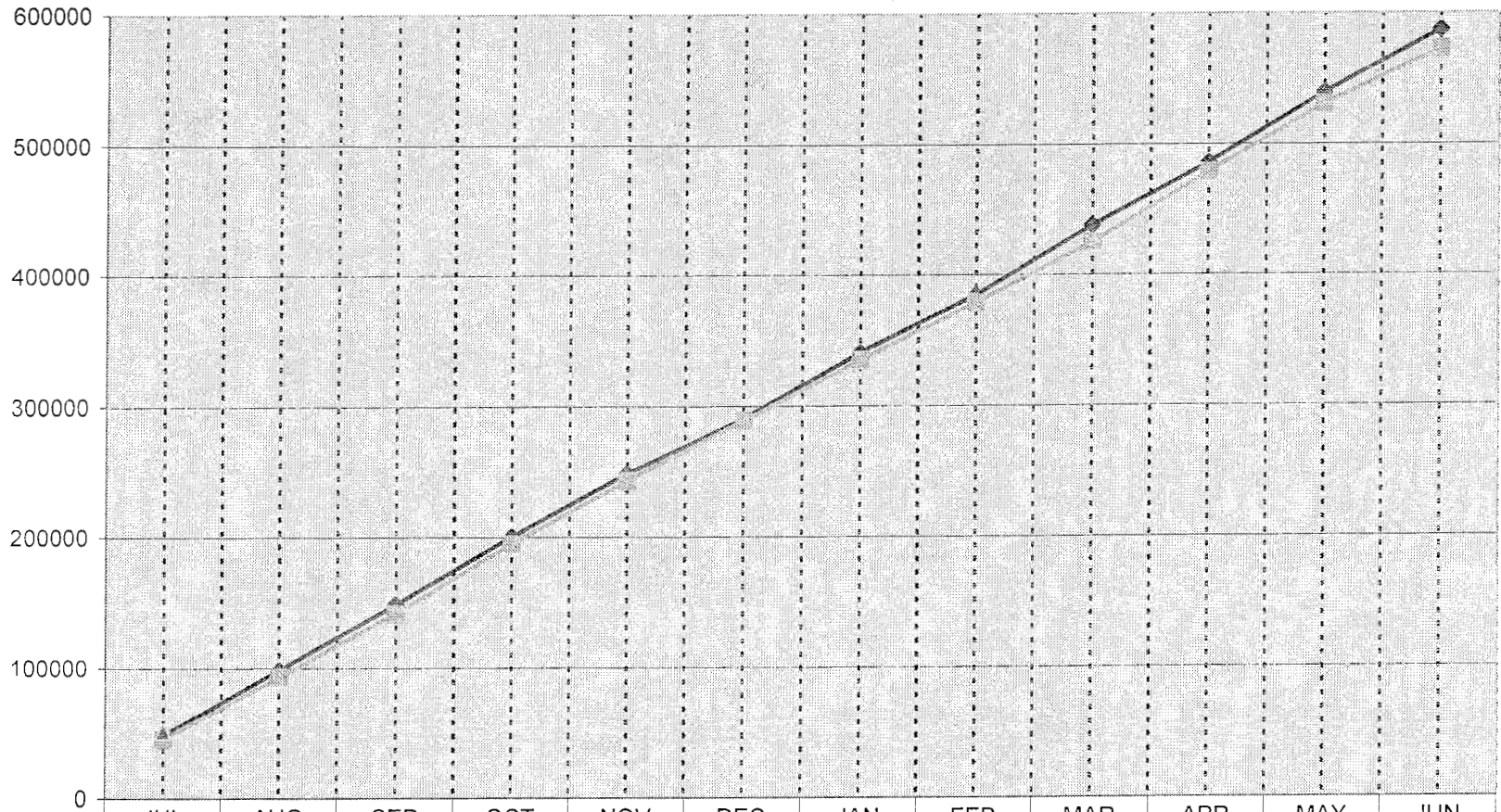


8.21

Attachment C



### YEAR TO DATE MILEAGE

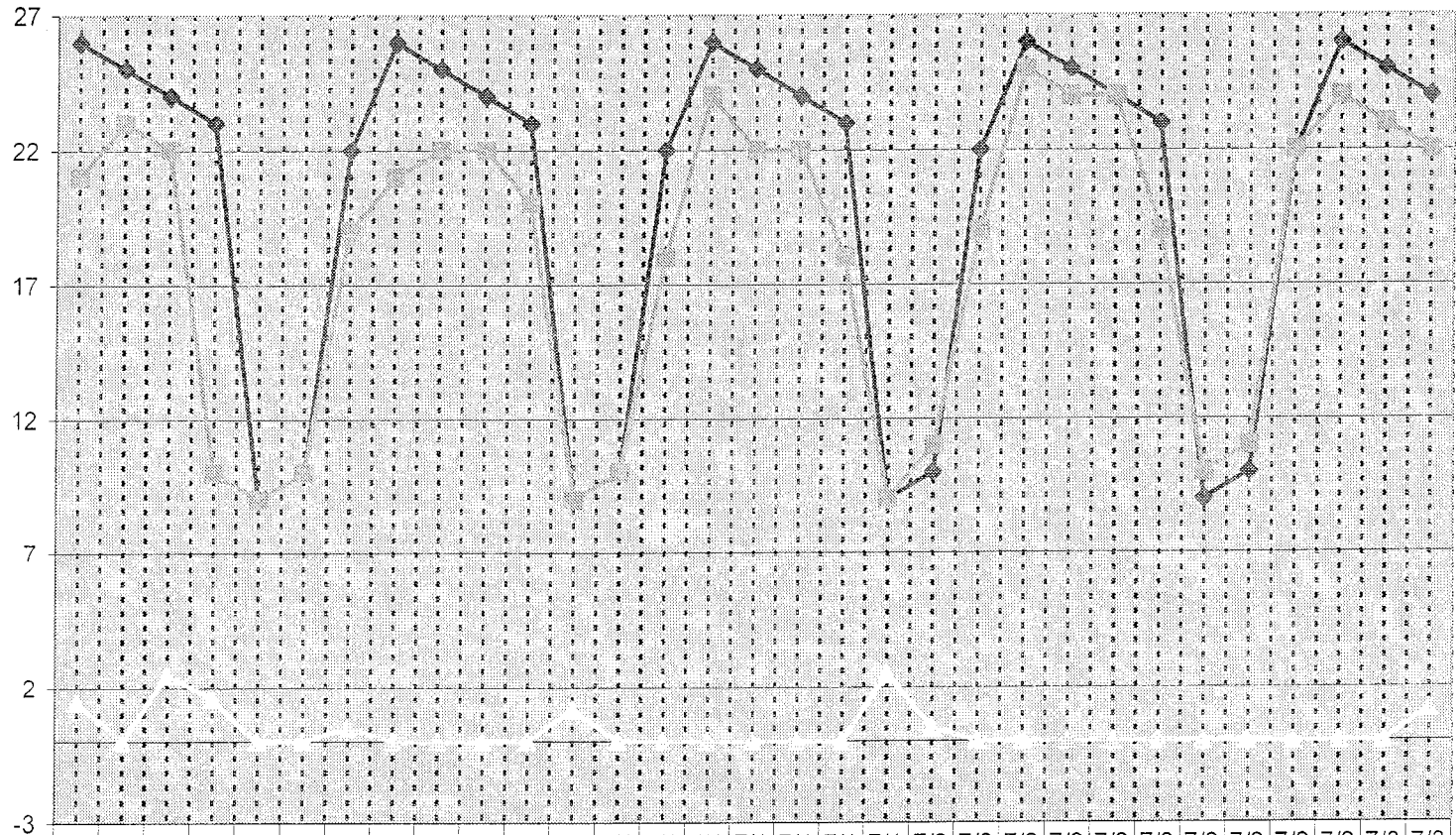


|            | JUL   | AUG   | SEP    | OCT    | NOV    | DEC    | JAN    | FEB    | MAR    | APR    | MAY    | JUN    |
|------------|-------|-------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| ◆ FY 06-07 | 47981 | 98213 | 148468 | 200145 | 248601 | 290429 | 340205 | 384181 | 437715 | 485704 | 539959 | 586935 |
| ■ FY 07-08 | 45123 | 92903 | 141390 | 195026 | 243212 | 289017 | 334217 | 378323 | 424761 | 478831 | 530792 | 572750 |
| ▲ FY 08-09 | 51320 |       |        |        |        |        |        |        |        |        |        |        |

8.1

Attachment D

### DAILY DRIVERS vs. SUBCONS



|              | 7/1 | 7/2 | 7/3 | 7/4 | 7/5 | 7/6 | 7/7 | 7/8 | 7/9 | 7/10 | 7/11 | 7/12 | 7/13 | 7/14 | 7/15 | 7/16 | 7/17 | 7/18 | 7/19 | 7/20 | 7/21 | 7/22 | 7/23 | 7/24 | 7/25 | 7/26 | 7/27 | 7/28 | 7/29 | 7/30 | 7/31 |
|--------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|
| #PC SCHEDULE | 26  | 25  | 24  | 23  | 9   | 10  | 22  | 26  | 25  | 24   | 23   | 9    | 10   | 22   | 26   | 25   | 24   | 23   | 9    | 10   | 22   | 26   | 25   | 24   | 23   | 9    | 10   | 22   | 26   | 25   | 24   |
| #PC ACTUAL   | 21  | 23  | 22  | 10  | 9   | 10  | 19  | 21  | 22  | 22   | 20   | 9    | 10   | 18   | 24   | 22   | 22   | 18   | 9    | 11   | 19   | 25   | 24   | 24   | 19   | 10   | 11   | 22   | 24   | 23   | 22   |
| #SUBCON      | 1.5 | 0.0 | 2.5 | 1.6 | 0.0 | 0.0 | 0.5 | 0.0 | 0.0 | 0.0  | 0.0  | 1.2  | 0.0  | 0.0  | 0.0  | 0.0  | 0.0  | 0.0  | 0.0  | 0.0  | 0.0  | 0.0  | 0.0  | 0.0  | 0.0  | 0.0  | 0.0  | 0.0  | 0.0  | 0.0  | 1.2  |

8.e1

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** November 21, 2008

**TO:** Board of Directors

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

**SUBJECT: CONSIDERATION OF MODIFICATIONS IN METRO ORGANIZATIONAL STRUCTURE AND STAFF REPORTING TO ASSIGN THE REVENUE COLLECTIONS SUPERVISOR TO THE DEPARTMENT THAT IS RESPONSIBLE FOR THE CASH COLLECTIONS FUNCTION**

## I. RECOMMENDED ACTION

**That the Board of Directors approve modifications to the organizational structure to transfer the supervision of the Revenue Collections Supervisor from the Operations Department to the Finance Department.**

## II. SUMMARY OF ISSUES

- Prior to the initiation of the MetroBase Construction Project the physical location of the fare box collections function was located at the Operations building on River Street. That function recently moved to the new Fueling Facility, also located on River Street.
- The collection of fare box revenue and the position(s) associated with the cash collection has been assigned to the Operations Manager and included in the Operations department in the past. The decision to place this function in the Operations department was based on the physical location of the fare box revenue activity.
- The Finance Department is responsible for all funding sources for METRO, including the fare box revenue. Since the Revenue Collections Supervisor must adhere to procedures as directed by the Finance Manager to insure compliance with recognized accounting practices, it is recommended that the reporting structure be reassigned to reflect the function of the area rather than the location.
- I am recommending that the Revenue Collections Supervisor be assigned to report to the Finance Manager and included in the Finance Department effective with the pay period beginning November 27, 2008.

## III. DISCUSSION

Prior to the initiation of the MetroBase Construction Project the physical location of the fare box collections function was located at the Operations building on River Street. That function



recently moved to the new Fueling Facility; also located on River Street. As part of the transition from its original location in the Operations department building to the new facility on River Street, the functions performed by the Revenue Collections Supervisor and the contracted employees were reviewed by the Finance Manager. As part of the transition the procedures used in handling cash were reviewed and the Finance Manager was instrumental in making changes to the procedures that improved the timeliness of reports and financial accountability.

All financial activities are the responsibility of the Finance Manager. In reviewing the reporting assignment of the Revenue Collections Supervisor, I determined that continuing to include the cash handling function in the Operations Department would be inconsistent with sound accounting practices. Therefore, I am recommending that the staffing and cash collections function be reassigned to the Finance Department in order to manage and supervise this function on sound financial management principles rather than physical proximity.

I am recommending that the Revenue Collections Supervisor be assigned to report to the Finance Manager and included in the Finance Department effective with the pay period beginning November 27, 2008.

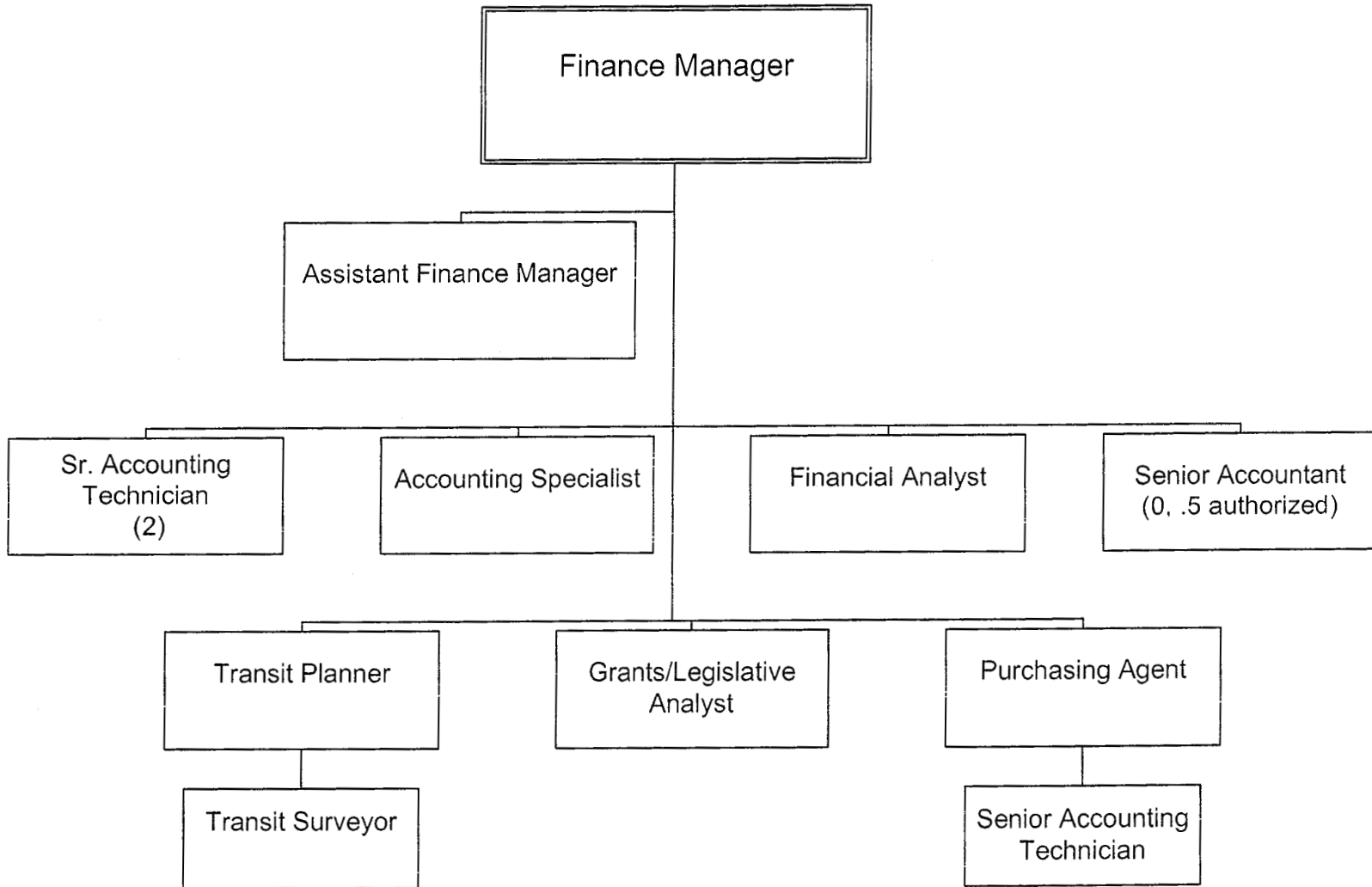
#### **IV. FINANCIAL CONSIDERATIONS**

There is no financial impact.

#### **V. ATTACHMENTS**

- Attachment A:** Existing Finance Department Chart  
**Attachment B:** Proposed Finance Department Chart

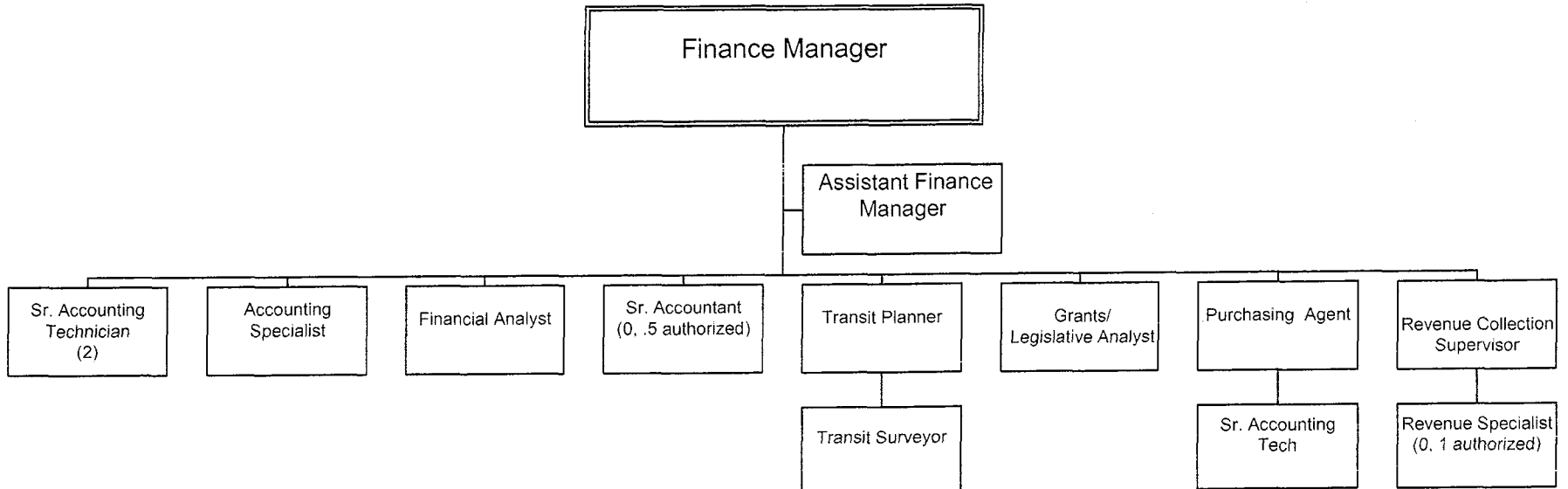
Finance Department  
1200



9.21

Attachment A

Finance Department  
1200



9.61

Attachment B

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

## REVISED

**DATE:** November 21, 2008  
**TO:** Board of Directors  
**FROM:** Pat Aviles, Assistant Human Resources Manager  
**SUBJECT: CONSIDERATION OF APPROVAL OF CLASS SPECIFICATION AND WAGE RANGE CHANGES FOR THE SAFETY AND TRAINING COORDINATOR POSITION**

### I. RECOMMENDED ACTION

**Staff recommends the Board of Directors approve the revised class specification (job description) and wage range for the Safety and Training Coordinator position.**

### II. SUMMARY OF ISSUES

- The class specification has not been updated since September 1991.
- Over the past seventeen years the responsibilities of the position have changed significantly.
- The class specification also needed to be updated to reflect modern training methods and to incorporate changes to the position as a result of the addition of the Paracruz department and recently introduced technology.
- A change in the wage range is being recommended based on a wage survey of local governmental bodies and other Transit organization. The suggested change will also reestablish the wage differential between the Safety and Training Coordinator class specification and the Transit Supervisor class specification.

### III. DISCUSSION

Since the class specification was last revised changes have occurred within METRO and at the State and Federal level which have changed many of the duties of the Safety and Training Coordinator.

As a result of the addition of the Paracruz Division, Mr. Bauer is now responsible for the random review of Drivers' Licenses for both the Fixed Route and Paracruz Divisions.

The Safety and Training Coordinator has also become more involved in disciplinary hearings, and legal proceedings.

New responsibilities were added to the Safety and Training Coordinator position due to the introduction of call stop technology. The Safety and Training Coordinator is now required to train the auditors, monitor and document call stop compliance.



A wage survey was conducted. Eight of the thirteen organizations contacted had positions that were similar to the revised class specification. The suggested wage range change took into account the wage range of the eight organizations.

The revised class specifications and wage scale modifications were reviewed and approved by SEIU Local 521.

**IV. FINANCIAL CONSIDERATIONS**

Staff recommends a 7% increase to the current wage range. The reclassification was originally submitted in June 2007. Section 8.7.1 of the SEIU Local 521 Memorandum of Understanding requires that any wage changes would be effective "...not later than the first day of the first pay period of the following July 1 (December request) or January 1 (June request) of each year." Therefore any change to the wage scale would be effective on the pay period starting January 10, 2008.

The cost of this change for the 2008 fiscal year is expected to be approximately \$5,000 for regular wages.

**V. ATTACHMENTS**

**Attachment A: Safety and Training Coordinator class specification**

**Attachment B: Revised wage scale**



10.2

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

(METRO)

### SAFETY & TRAINING COORDINATOR

#### DEFINITION

Under direction, plans, develops, updates, coordinates, and conducts bus operator training and retraining programs; may assist in other Operations department trainings; maintains, updates, and complies with state and federal mandated bus operator programs, and METRO policies and procedures; participates in the development and update of District accident investigation procedures and processes, and departmental safety procedures; performs other related duties as assigned.

#### EXAMPLES OF DUTIES

Develops and updates curriculum, lesson plans, training and reference materials for Bus Operators, Transit Supervisors and other METRO employees, as needed, in conformance with State and Federal guidelines and regulations, and with METRO policies and procedures; maintains all training records and documentation.

Coordinates, plans and conducts training, and retraining of Bus Operators; Trains and coordinates with Transit Supervisors who assist in training and retraining of Bus Operators.

Develops manual of training procedures, documentation, materials, and processes, and revises/updates as needed.

Observes driving skills and evaluates Trainee Operators; recommends corrective action; may perform retraining with fully qualified Bus Operators as directed or needed.

Assists Base Superintendent with administration of the DMV Employer Testing Program, maintenance of examiner credentials, and performs related duties as assigned; monitors DMV "pull program" and licensing requirements for Operations department, and other employees, who are required to maintain a Class B license; coordinates with Transit Supervisors who are certified to perform DMV exams; maintains related records; participates in CHP/DMV and other audits.

Participates in selection of new Bus Operators, evaluates new Operators during training, and provides recommendations regarding new Bus Operator retention based on training information.

Enforces METRO rules, policies, and procedures; applies provisions of Labor agreements within the scope of duties.

May represent METRO at disciplinary hearings, legal proceedings, and other meetings, as required.

10.a1

Responsible for the development and implementation of ongoing line-instruction program, including training line instructors on monitoring, grading, reporting, and program compliance criteria.

Conducts VTT classes as required; and provides customized training as requested by Fixed Route Superintendent, and Operations Manager; Participates in development, revision and update of incident and accident investigation procedures, and safety procedures; reviews completed accident reports and identifies patterns; documents and reports on recommendations for improvements; maintains records of District accidents; prepares summary reports of accidents; and coordinates the accident review process.

May conduct surveys of other organizations to compile, and analyze data, prepare reports and perform calculations, as needed.

May evaluate efficiency and cost effectiveness of training and retraining program content, and methods of instruction; prepares documents and reports, and develops recommendations for improvements.

Provides information for the Operator Training Budget, as requested.

Communicates with Operations, and other departments and agencies.

Develops, maintains, and updates training material for Bus Operators to comply with "Talking Bus" requirements (Call stops and announcements); develops training and audit criteria; trains Call Stop auditors and serves as liaison with auditors; monitors and tracks Operator compliance; provides retraining and recommends corrective action including discipline.

Assists Base Superintendent with data collection and archiving of phone and radio recording system information, and other equipment, as needed.

Incorporates information into training curriculum on new equipment, and changes in existing equipment;

May serve as liaison with local emergency responders, such as police and fire, by providing information and orientation regarding METRO vehicle fleet, fuels utilized, emergency access, and other public safety related information.

May participate on committees and project teams, may make recommendations related to safety, training, licensing requirements, accident investigations, and other position related topics as assigned; serves as hazardous materials trainer for the Operations department.

May assist with development of departmental policies, procedures, programs, and budget on safety related issues.

## EMPLOYMENT STANDARDS

### Knowledge of:

Federal, state, and local laws and regulations regarding transit buses, Department of Motor Vehicle and Federal Highway Administration laws, Operator training and retraining.

Principles of supervision, training, and employee development.

Effective curriculum development, current teaching theory, methods, and practices.

Principles of organization and administration, fiscal and program management.

Office computers and software programs such as Word, Excel, PowerPoint, etc; knowledgeable about audio / visual equipment.

Manual and automated record-keeping systems.

METRO policies and procedures, labor contract language for METRO and other transit agencies, and defensive driving techniques.

Safety and health related regulations.

### Ability to:

- Develop, organize, and coordinate an effective bus operator training program
- Formulate specific objectives against which to compare and evaluate training results
- Research, analyze, and evaluate new training methods and techniques
- Review and apply laws, regulations, and labor contract provisions
- Define problem areas and evaluate, recommend, and implement alternative solutions to complex issues and problems
- Instruct others in the safe operation of METRO vehicles, and adapt training procedures to the needs of the individual.
- Establish and maintain cooperative working relationships with the public, METRO employees, and others.
- Act as liaison with community groups, transit districts, and regulatory agencies.
- Communicate effectively in oral and written form.
- Develop and write plans, procedures, reports, forms, and tests.
- Conduct field investigations to identify patterns and problem areas, and make recommendations.



- Motivate, train, and evaluate staff, as directed
- Exercise tact and discretion in dealing with the public, and in handling confidential or sensitive information.
- Perform mathematical calculations including ratios and percentages.
- Maintains individual certification credential as DOT Instructor

### Training and Experience

Any combination of training and experience equivalent to:

Bachelor's degree from an accredited college.

**AND**

Two years experience in development and presentation of driver safety and training programs, preferably with a public bus transportation system.

**OR**

Five years experience as a transit supervisor for a medium to large agency that provides public bus transportation, including responsibility for driver training and VTT training.

Additional experience may be substituted for the required education on a year-for-year basis.

### Special Requirements

Possession of a valid class 'B' commercial driver's license with Passenger endorsement, and verification of Transit Training (VTT) at time of appointment; and an acceptable, safe driving record/history.

**AND**

Possession of a California State Bus Driver Training Instructor Certificate from the Department of Education.

**OR**

Possession of DOT Instructor Credential to conduct VTT classes.

# Attachment B

## Suggested Wage Range for Safety and Training Coordinator

| Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Step 6 |
|--------|--------|--------|--------|--------|--------|
| 26.88  | 28.22  | 29.63  | 31.11  | 32.67  | 34.3   |

November 21, 2008

10.61

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

## STAFF REPORT

**DATE:** November 14, 2008

**TO:** Board of Directors

**FROM:** Margaret Gallagher, District Counsel

**SUBJECT:** **CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A TWO-YEAR IRREVOCABLE LICENSE AGREEMENT IN FAVOR OF SANTA CRUZ METRO WITH ROBERT MARIN AND CELESTE DE SCHULTHESS, TRUSTEES, FOR BUS STOP ACCESS ON THE FELTON FAIRE SHOPPING CENTER PROPERTY**

### ACTION REQUESTED ON NOVEMBER 14, 2008

#### I. RECOMMENDED ACTION

**Review the Two-Year Irrevocable License Agreement in Favor of Santa Cruz METRO with Robert Marin and Celeste De Schulthess, Trustees, for Placement of a Bus Stop Shelter and Usage by METRO Passengers on the Felton Faire Shopping Center Property**

#### II. SUMMARY OF ISSUES

- There is a need for Santa Cruz METRO to maintain bus stop passenger access to the Felton Faire Shopping Center and for the erection and maintenance of a bus shelter for the bus stop located on the property.
- In 2004, the bus shelter located at the bus stop in the shopping center was demolished when a transit bus operator accidentally hit the shelter while maneuvering the bus into the stop.
- METRO has attempted to work with Robert Marin, the owner of Felton Faire to erect another bus shelter at the stop for the use by METRO's passengers.
- METRO has drafted a License Agreement for Mr. Marin's review, in which his attorney made redlined suggested changes. The redlined version is attached for the Board's review.

#### III. DISCUSSION

METRO has an existing bus stop located at the Felton Faire Shopping Center on Graham Hill Road in Felton. In 2004, the bus shelter was demolished by a transit bus operator who accidentally hit the shelter while trying to maneuver into the bus stop. Since that time, no bus shelter exists at the stop. Based on current discussions and negotiations with Mr. Marin, a

License Agreement has been drafted to provide the owner protections from any damages, for METRO's construction and maintenance of the bus shelter.

The payments and terms of payment will be reviewed in closed session by the Board of Directors and thereafter the matter will be discussed in open session.

**IV. FINANCIAL CONSIDERATIONS**

To be reviewed in Closed Session

**V. ATTACHMENTS**

**Attachment A:** None