

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

BOARD OF DIRECTORS REGULAR MEETING AGENDA
OCTOBER 24, 2008 (Fourth Friday of Each Month)

****SANTA CRUZ CITY COUNCIL CHAMBERS****

809 CENTER STREET

SANTA CRUZ, CALIFORNIA

9:00 a.m. – 12:00 p.m.

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

NOTE: This meeting will be interrupted briefly at 10:00 a.m. To hold the annual meeting of the Santa Cruz Civic Improvement Corporation

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. None
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 SEPTEMBER 2008
- 5-2. CONSIDERATION OF TORT CLAIMS:
DENY THE CLAIM OF KAREN O'DONNELL, CLAIM #08-0027
- 5-3. ACCEPT AND FILE THE METRO ADVISORY COMMITTEE (MAC) AGENDA FOR OCTOBER 15, 2008 AND MINUTES OF JULY 16, 2008
- 5-4. ACCEPT AND FILE PARACRUZ OPERATIONS STATUS REPORT FOR THE MONTH OF JULY 2008
- 5-5. ACCEPT AND FILE AUGUST 2008 RIDERSHIP REPORT
- 5-6. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR JUNE 2008

- 5-7. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE FOR THE MONTH OF AUGUST 2008
- 5-8. ACCEPT AND FILE METROBASE PROJECT STATUS REPORT
- 5-9. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR JULY & AUGUST 2008
- 5-10. ACCEPT AND FILE MINUTES REFLECTING VOTING RESULTS FOR APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR THE SEPTEMBER 2008 MEETING(S)
- 5-11. APPROVE REGULAR BOARD MEETING MINUTES OF JULY 11 & 25, 2008

REGULAR AGENDA

- 6. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS
Presented by: Chair Beutz
- 7. CONSIDERATION OF BOARD OF DIRECTORS MEETING SCHEDULE AND LOCATIONS FOR 2009
- 8. CONSIDERATION OF SERVICE REVISIONS FOR WINTER 2008
Presented By: Mark Dorfman, Assistant General Manager
- 9. CONSIDERATION OF MONTHLY BUDGET STATUS REPORT FOR JUNE 2008; DESIGNATION OF EXCESS REVENUE IN THE AMOUNT OF \$2,039,950 FOR CARRYOVER INTO THE FY09 BUDGET AND ADOPTION OF SCHEDULE OF RESERVE ACCOUNTS
Presented By: Angela Aitken, Finance Manager
- 10. CONSIDERATION OF APPROVAL OF RESOLUTION OF APPRECIATION FOR THE SERVICES OF WILLIAM D. DEVIVO AS BUS OPERATOR FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
Presented By: Chair Beutz
- 11. CONSIDERATION OF APPROVAL OF RESOLUTION OF APPRECIATION FOR THE SERVICES OF BEVERLY A. EDWARDS AS BUS OPERATOR FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
Presented By: Chair Beutz
- 12. CONSIDERATION OF A RESOLUTION DESIGNATING THE GENERAL MANAGER AS THE AUTHORIZED AGENT TO EXECUTE AGREEMENTS FOR PTMISEA FUNDS ON BEHALF OF SANTA CRUZ METRO
Presented By: Mark Dorfman, Assistant General Manager
- 13. ACCEPT & FILE REPORT ON 2008 APTA ANNUAL CONFERENCE
Presented By: Angela Aitken, Finance Manager

14. CONSIDERATION OF CONNECTION OPTIONS BETWEEN ROUTE 35 & 71
Presented By: Ciro Aguirre, Operations Manager
15. CONSIDERATION OF REQUEST TO OPERATE THE HOMELESS SHELTER SHUTTLE
Presented By: Ciro Aguirre, Operations Manager
16. CONSIDERATION OF IMPACTS ON SANTA CRUZ METRO FROM THE CALIFORNIA STATE BUDGET
Presented By: Leslie R. White, General Manager
17. CONSIDERATION OF SUPPORTING THE ACTIONS NECESSARY FOR THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION TO OBTAIN APPROVAL OF AND FUNDING FOR THE CONSTRUCTION OF THE ADDITION OF HIGH OCCUPANCY VEHICLE LANES ON HIGHWAY 1 FROM SANTA CRUZ TO WATSONVILLE
Presented By: Leslie R. White, General Manager
18. CONSIDERATION OF MODIFICATIONS IN METRO ORGANIZATIONAL STRUCTURE AND STAFF REPORTING TO REFLECT CHANGE IN MANAGERIAL STAFFING CONTAINED IN ADOPTED FY 2009 OPERATING BUDGET; AND RECLASSIFICATION OF THE POSITION OF FINANCE MANAGER TO REFLECT ASSUMPTION OF ADDITIONAL RESPONSIBILITIES
Presented By: Leslie R. White, General Manager
19. CONSIDERATION OF APPROVAL OF CLASS SPECIFICATION CHANGES FOR THE TRANSIT PLANNER POSITION
Presented By: Robyn Slater, Human Resources Manager
20. ORAL ANNOUNCEMENT: NOTIFICATION OF MEETING LOCATION FOR NOVEMBER 21, 2008 – WATSONVILLE CITY COUNCIL CHAMBERS, 275 MAIN STREET, WATSONVILLE
Presented By: Chair Beautz
21. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION: District Counsel
22. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

SECTION II: CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION (Significant exposure to litigation exists pursuant to Government Code Section 54956.9 (b) (1))
 - a. Number of Cases: One

SECTION III: RECONVENE TO OPEN SESSION

23. REPORT OF CLOSED SESSION

ADJOURN

NOTICE TO PUBLIC

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

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

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

The Santa Cruz Metropolitan Transit District does not discriminate on the basis of disability. The 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 by Community Television of Santa Cruz on Channel 26.

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

DATE: 09/01/08 THRU 09/30/08

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TRANS. TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
30147	09/04/08	-290.93	036	KELLY-MOORE PAINT CO., INC.		21645	REPAIR/MAINTENANCE	-174.52	**VOID
						21646	CREDIT	174.52	
						21647	REPAIRS/MAINTENANCE	-290.93	
30249	09/05/08	1,655.40	002509	ACCOUNTEMPS		22155	TEMP/OPS W/E 8/22	1,655.40	
30250	09/05/08	186.49	002861	AMERICAN MESSAGING SVCS, LLC		22126	SEPT PAGERS	186.49	
30251	09/05/08	16,722.15	941	ASSURANT EMPLOYEE BENEFITS		22099	SEPT LTD INS	16,722.15	
30252	09/05/08	47.99	001A	AT&T		22152	AUG PHONES/RIVER	47.99	
30253	09/05/08	33.85	123	BAY PHOTO LAB		22008	PHOTO PROCESS/PT	33.85	
30254	09/05/08	306.62	155	BLODGETT TRAVEL		22074	SMALL TOOLS	306.62	VOIDED
30254	09/18/08	-306.62	155	BLODGETT TRAVEL		22074	SMALL TOOLS	-306.62	**VOID
30255	09/05/08	159.64	002189	BUS & EQUIPMENT		22007	REV VEH PARTS	159.64	
30256	09/05/08	890.53	914	CALTRONICS BUSINESS SYSTEMS		21957	7/1-6/29 MAINT/FLT	890.53	
30257	09/05/08	846.36	739	CENTURY CHEVROLET		21920	OUT RPR # 318	150.00	
						21921	REV VEH PARTS	466.41	
						21922	OUT RPR # 308	229.95	
30258	09/05/08	2,771.68	909	CLASSIC GRAPHICS		21778	OUT RPR REV VEH	1,102.99	
						22052	OUT RPR REV VEH	1,668.69	
30259	09/05/08	22,811.26	001124	CLEAN ENERGY		22037	LNG/FLT	22,811.26	
30260	09/05/08	312.90	075	COAST PAPER & SUPPLY INC.		21719	CLEANING SUPPLIES	159.87	
						21818	CREDIT NOTE	-132.80	
						22083	CLEANING SUPPLIES	285.83	
30261	09/05/08	76,130.45	002569	COMERICA BANK		22101	WORK COMP FUND	76,130.45	
30262	09/05/08	10.00	E287	CORTES, GUSTAVO		22156	DMV FEES	10.00	
30263	09/05/08	30.57	002063	COSTCO		22091	PHOTO PROCESS/OPS	2.53	
						22092	PHOTO PROCESS/OPS	5.05	
						22093	PHOTO PROCESS/OPS	2.53	
						22094	PHOTO PROCESS/OPS	8.36	
						22095	PHOTO PROCESS/OPS	4.07	
						22096	PHOTO PROCESS/OPS	5.50	
						22097	PHOTO PROCESS/OPS	2.53	
30264	09/05/08	13.97	418	COUNTY OF SANTA CRUZ		21955	JULY CNG/FLT	13.97	
30265	09/05/08	12.78	504	CUMMINS WEST, INC.		22018	REV VEH PARTS	1,022.01	
						22019	CREDIT NOTE	-1,009.23	
30266	09/05/08	39,835.77	800	DELTA DENTAL PLAN		22100	SEPT DENTAL	39,835.77	
30267	09/05/08	2,100.00	002624	DIGITAL RECORDERS		22124	REV VEH PARTS	2,100.00	
30268	09/05/08	595.12	085	DIXON & SON TIRE, INC.		22065	TIRES & TUBES	492.36	
						22066	TIRES & TUBES	102.76	
30269	09/05/08	54.44	002307	EWING IRRIGATION PRODUCTS		21954	REPAIRS/MAINTENANCE	54.44	
30270	09/05/08	180.00	002295	FIRST ALARM		22064	JULY SERVICES/PT	180.00	
30271	09/05/08	40.48	001213	GILLIG LLC	7	22105	REV VEH PARTS	40.48	
30272	09/05/08	108.27	282	GRAINGER		22079	REPAIRS/MAINTENANCE	96.08	
						22080	REPAIRS/MAINTENANCE	12.19	
30273	09/05/08	212.56	001218	HAMPTON INN AND SUITES		22135	9/23-9/24 RTAP	212.56	
30274	09/05/08	17.92	166	HOSE SHOP, THE		22012	PARTS & SUPPLIES	17.92	
30275	09/05/08	63.80	1117	KELLEY'S SERVICE INC.		21773	REV VEH PARTS	63.80	
30276	09/05/08	1,920.00	878	KELLY SERVICES, INC.		22116	TEMP/OPS W/E 8/10	960.00	
						22117	TEMP/OPS W/E 8/17	960.00	
30277	09/05/08	290.93	036	KELLY-MOORE PAINT CO., INC.		21645	REPAIR/MAINTENANCE	174.52	VOIDED
						21646	CREDIT	-174.52	
						21647	REPAIRS/MAINTENANCE	290.93	

5-1.1

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

DATE: 09/01/08 THRU 09/30/08

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	TRANS. TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
30277	09/18/08	-290.93	036	KELLY-MOORE PAINT CO., INC.		21645	REPAIR/MAINTENANCE	-174.52	**VOID
						21646	CREDIT	174.52	
						21647	REPAIRS/MAINTENANCE	-290.93	
30278	09/05/08	34.96	074	KENVILLE LOCKSMITHS	7	21812	REPAIRS/MAINTENANCE	9.98	
						21959	REPAIRS/MAINTENANCE	24.98	
30279	09/05/08	56.73	167	KEYSTON BROTHERS		22013	OTH MOB SUPPLIES	28.70	
						22016	OTH MOB SUPPLIES	28.03	
30280	09/05/08	871.54	039	KINKO'S INC.		22088	FALL BLOCK SHEETS	269.76	
						22089	FALL BLOCK SHEETS	93.87	
						22090	FALL BLOCK SHEETS	507.91	
30281	09/05/08	1,140.00	852	LAW OFFICES OF MARIE F. SANG	7	21952	WORKERS COMP CLAIM	900.00	
						21953	WORKERS COMP CLAIM	240.00	
30282	09/05/08	298.22	107A	PROBUILD		21809	REPAIRS/MAINTENANCE	249.44	
						21938	REPAIRS/MAINTENANCE	19.50	
						22103	REPAIRS/MAINTENANCE	20.50	
						22118	REPAIRS/MAINTENANCE	8.78	
30283	09/05/08	824.20	001145	MANAGED HEALTH NETWORK		22137	SEPT EAP PREMIUM	824.20	
30284	09/05/08	486.95	001052	MID VALLEY SUPPLY		21817	CLEANING SUPPLIES	486.95	
30285	09/05/08	501.37	041	MISSION UNIFORM		21804	UNIF & LAUNDRY	44.29	
						21805	UNIF/LAUNDRY/FLT	50.60	
						21806	UNIF/LAUNDRY/FLT	43.26	
						21807	UNIF/LAUNDRY/FAC	69.60	
						21808	UNIF/LAUNDRY/FLT	260.20	
						22009	UNIF/LAUNDRY/PT	33.42	
30286	09/05/08	1,228.33	001063	NEW FLYER INDUSTRIES LIMITED		22017	REV VEH PARTS	830.16	
						22048	REV VEH PARTS	285.72	
						22049	PARTS & SUPPLIES	16.50	
						22073	REV VEH PARTS	95.95	
30287	09/05/08	862.55	004	NORTH BAY FORD LINC-MERCURY		21774	REV VEH PARTS	69.44	VOIDED
						22067	OUT RPR # 2603	793.11	
30287	09/18/08	-862.55	004	NORTH BAY FORD LINC-MERCURY		21774	REV VEH PARTS	-69.44	**VOID
						22067	OUT RPR # 2603	-793.11	
30288	09/05/08	11,554.37	009	PACIFIC GAS & ELECTRIC		22143	7/16-8/25 115 DUBOIS	267.63	
						22144	7/26-8/26 1217 RIVER	64.10	
						22145	7/27-8/25 ENCINAL	2,805.44	
						22146	6/26-8/26 111 DUBOIS	3,924.16	
						22147	7/26-8/26 110 VERNON	1,910.29	
						22148	6/27-8/26 1200 RIVER	2,501.43	
						22149	7/27-8/25 115 DUBOIS	16.73	
						22150	7/26-8/25 115 DUBOIS	14.71	
						22151	7/30-8/26 1122 RIVER	49.88	
30289	09/05/08	686.64	043	PALACE ART & OFFICE SUPPLY		21821	OFFICE SUPPLY/IT	686.64	
30290	09/05/08	84.63	882	PRINT SHOP SANTA CRUZ	7	22011	PRINTING/OPS	84.63	
30291	09/05/08	1,123.81	001379	SAFETY-KLEEN		22060	HAZ WASTE DISP	1,123.81	
30292	09/05/08	913.05	002713	SANTA CRUZ AUTO TECH, INC.		21944	OUT RPR # 202	913.05	
30293	09/05/08	790.14	135	SANTA CRUZ AUTO PARTS, INC.		21777	OUT RPR EQUIP	86.37	
						21802	EMP TOOL REPLACE	39.99	
						21803	OTH MOB SUPPLIES	21.14	
						21916	REV VEH PARTS	120.00	
						21917	REV VEH PARTS	74.95	

5-1.2

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

DATE: 09/01/08 THRU 09/30/08

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
						21918	REV VEH PARTS	253.35	
						21919	REV VEH PARTS	78.55	
						21945	CLEANING SUPPLIES	115.79	
						22014	CREDIT NOTE	-60.41	
						22015	PARTS & SUPPLIES	60.41	
30294	09/05/08	53.12	973	SANTA CRUZ DODGE		21801	REV VEH PARTS	53.12	
30295	09/05/08	8,791.68	079	SANTA CRUZ MUNICIPAL UTILITIES		22128	7/19-8/21 1200 RIVER	2,953.83	
						22129	7/19-8/21 VERNON	410.12	
						22130	7/19-8/21 VERNON	112.65	
						22131	7/19-8/21 GOLF CLUB	1,013.30	
						22132	7/19-8/21 ENCINAL	863.33	
						22133	7/19-8/21 ENCINAL	169.57	
						22134	7/19-8/21 DUBOIS	387.32	
						22153	7/22-8/22 PACIFIC	2,770.76	
						22154	7/22-8/22 PACIFIC	110.80	
30296	09/05/08	111.77	113	SCMTD PETTY CASH - FLEET		22139	PETTY CASH/FLT	111.77	
30297	09/05/08	371.65	788	SCMTD PETTY CASH - FINANCE		22140	PETTY CASH/FINANCE	371.65	
30298	09/05/08	21.66	115	SNAP-ON INDUSTRIAL		22047	EMP TOOL	21.66	
30299	09/05/08	9,396.00	080C	STATE BOARD OF EQUALIZATION		22020	10/08-9/09 FUEL TAX	9,396.00	
30300	09/05/08	901.39	002805	TELEPATH CORPORATION		21941	OUT RPR EQUIP	901.39	
30301	09/05/08	235.03	170	TOWNSEND'S AUTO PARTS		22054	PARTS & SUPPLIES	235.03	
30302	09/05/08	197.41	007	UNITED PARCEL SERVICE		22085	FRT OUT/FLT	146.26	
						22086	FRT OUT/FLT	51.15	
30303	09/05/08	305,094.89	002829	VALLEY POWER SYSTEMS, INC.		21784	CORE CREDIT	-10,488.70	VOIDED
						21899	REV VEH PARTS	519.01	
						21900	SMALL TOOL	25.71	
						21901	OUT RPR TRANSMISSION	7,665.63	
						21948	REV VEH PARTS	42.28	
						22141	ENG REPOWER # 2229	153,665.48	
						22142	ENG REPOWER # 2309	153,665.48	
30303	09/18/08	-305,094.89	002829	VALLEY POWER SYSTEMS, INC.		21784	CORE CREDIT	10,488.70	**VOID
						21899	REV VEH PARTS	-519.01	
						21900	SMALL TOOL	-25.71	
						21901	OUT RPR TRANSMISSION	-7,665.63	
						21948	REV VEH PARTS	-42.28	
						22141	ENG REPOWER # 2229	-153,665.48	
						22142	ENG REPOWER # 2309	-153,665.48	
30304	09/05/08	1,361.18	221	VEHICLE MAINTENANCE PROGRAM		21902	REV VEH PARTS	1,361.18	
30305	09/05/08	53.63	434B	VERIZON CALIFORNIA		22071	MT.BIEWLASKI	53.63	
30306	09/05/08	11,385.00	001043	VISION SERVICE PLAN		22136	SEPT VISION INS	11,385.00	
30307	09/05/08	708.00	915	WORKIN.COM, INC.		22046	3 JOB ADVERTISEMENTS	708.00	
30308	09/12/08	265.00	002069	A TOOL SHED, INC.		22029	EQUIP RENTAL	265.00	
30309	09/12/08	900.08	001263	ABBOTT STREET RADIATOR, INC.		21998	OUT RPR # 2206	450.04	
						22178	OUT RPR # 9804	450.04	
30310	09/12/08	252.00	025	AMERICAN PUBLIC TRANSIT		22280	08 DBE PUBLIC NOTICE	252.00	
30311	09/12/08	55.60	294	ANDY'S AUTO SUPPLY	0	22025	PARTS & SUPPLIES	4.82	
						22217	PARTS & SUPPLIES	50.78	
30312	09/12/08	166.90	001	AT&T		22188	AUG PHONES/RIVER	166.90	
30313	09/12/08	2,710.78	001B	AT&T/MCI		22185	AUG PHONES	2,710.78	
30314	09/12/08	141.18	876	ATCHISON, BARISONE, CONDOTTI &	7	22281	LEGAL SVCS/FRONT	141.18	

5-1.3

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

DATE: 09/01/08 THRU 09/30/08

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
30315	09/12/08	60.74	002363	BATTERIES PLUS		22028	REPAIRS/MAINTENANCE	60.74	
30316	09/12/08	3,740.79	664	BAY COUNTIES PITCOCK PETROLEUM		22106	OIL & LUBE/FLT	3,740.79	
30317	09/12/08	221.23	123	BAY PHOTO LAB		22069	REV VEH PARTS	221.23	VOIDED
30317	09/18/08	-221.23	123	BAY PHOTO LAB		22069	REV VEH PARTS	-221.23	**VOID
30318	09/12/08	774.00	011	BEWLEYS CLEANING	7	22127	AUG JANITORIAL	774.00	
30319	09/12/08	89.64	685	BROOKS INTERNET SOFTWARE, INC.		22062	SOFTWARE UPGRADES	89.64	
30320	09/12/08	2,000.00	616	BROWN ARMSTRONG		22170	08 AUDIT SERVICES	2,000.00	
30321	09/12/08	439.33	002189	BUS & EQUIPMENT		22235	REV VEH PARTS	439.33	
30322	09/12/08	1,032.00	615	CALPELRA		22230	ACADEMY III/SLATER	399.00	
						22231	ANNUAL TRAIN/AVILES	633.00	
30323	09/12/08	1,744.00	001186	CENTRAL COAST SYSTEMS		22115	AUDIO/VIS ALARM	1,744.00	
30324	09/12/08	89.80	739	CENTURY CHEVROLET		22239	REV VEH PARTS	89.80	
30325	09/12/08	1,380.00	001192	CONSOLIDATED ENGINEERING, INC.		22173	INSPECTION SVCS/MB	1,380.00	
30326	09/12/08	44.00	E022	CUMMINGS, PATRICIA		22232	DMV FEES	44.00	
30327	09/12/08	1,183.31	504	CUMMINS WEST, INC.		22050	REV VEH PARTS	1,183.31	
30328	09/12/08	136.41	001000	DAIMLER BUSES N. AMERICA INC.		22076	REV VEH PARTS	136.41	
30329	09/12/08	3,998.04	001316	DEVCO OIL		22186	8/16-8/30 FUEL/FLT	3,998.04	
30330	09/12/08	13,751.61	085	DIXON & SON TIRE, INC.		22237	TIRES & TUBES	308.29	
						22258	TIRES & TUBES	419.67	
						22259	TIRES & TUBES	860.41	
						22260	TIRES & TUBES	1,266.30	
						22261	TIRES & TUBES	1,957.71	
						22262	TIRES & TUBES	422.89	
						22263	TIRES & TUBES	2,098.36	
						22264	TIRES & TUBES	652.57	
						22265	TIRES & TUBES	422.10	
						22266	TIRES & TUBES	843.42	
						22267	TIRES & TUBES	1,266.30	
						22268	TIRES & TUBES	1,305.14	
						22269	TIRES & TUBES	1,928.45	
30331	09/12/08	88.00	002388	DOGHERRA'S	7	22098	TOW # 308	88.00	
30332	09/12/08	744.00	432	EXPRESS EMPLOYMENT PROS		22184	TEMP/FLT W/E 6/01/08	744.00	
30333	09/12/08	102.64	001172	FERGUSON ENTERPRISES INC.		22078	REPAIRS/MAINTENANCE	102.64	
30334	09/12/08	4,719.75	001213	GILLIG LLC	7	22108	REV VEH PARTS	4,719.75	
30335	09/12/08	18,695.00	002123	GIRO, INC.		22172	HASTUS AGREEMENT	18,695.00	
30336	09/12/08	11,117.63	001029	GOLDEN GATE SYSTEMS	0	22171	08 WINDOWS SERVER	11,117.63	
30337	09/12/08	160.39	282	GRAINGER		22081	REPAIRS/MAINTENANCE	160.39	
30338	09/12/08	455.52	001097	GREENWASTE RECOVERY, INC.		22202	AUG GARB/MT HERMON	70.45	
						22203	AUG GARB/KINGS VLG	174.55	
						22204	AUG GARB/RESEARCH PK	210.52	
30339	09/12/08	58,180.39	001035	HARRIS & ASSOCIATES		22277	PROF SVCS THRU 7/31	58,180.39	
30340	09/12/08	48.83	510A	HASLER, INC.		22278	10/1-10/31 RENTL/ADM	48.83	
30341	09/12/08	161.90	215	IKON OFFICE SOLUTIONS		22174	7/18-8/19 MAINT/ADM	161.90	
30342	09/12/08	136.45	036	KELLY-MOORE PAINT CO., INC.		21960	REPAIRS/MAINTENANCE	62.84	
						22030	REPAIRS/MAINTENANCE	73.61	
30343	09/12/08	7.49	074	KENVILLE LOCKSMITHS	7	22032	REPAIRS/MAINTENANCE	7.49	
30344	09/12/08	245.00	001093	KROLL LABORATORY SPECIALISTS		22167	DRUG TESTS	245.00	
30345	09/12/08	1,506.30	852	LAW OFFICES OF MARIE F. SANG	7	21982	WORKERS COMP CLAIM	576.30	
						21983	WORKERS COMP CLAIM	930.00	
30346	09/12/08	451.25	002570	LEADERSHIP DIRECTORIES, INC.		22157	ACCT. 1037050-1	451.25	

5-1.4

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

DATE: 09/01/08 THRU 09/30/08

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	TRANS. TYPE	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
30347	09/12/08	2,072.06	001358	MARINA MOTOR COMPANY	22068	OUT RPR #206	2,072.06	
30348	09/12/08	1,950.00	764	MERCURY METALS	22240	RAMP REPAIR	650.00	
					22241	RAMP REPAIR	650.00	
					22242	RAMP REPAIR	650.00	
30349	09/12/08	592.32	041	MISSION UNIFORM	22021	UNI/LAUNDRY/FLT	303.31	
					22022	UNIF/LAUNDRY/FLT	43.26	
					22023	UNIF/LAUNDRY/FLT	50.60	
					22024	UNIF/LAUNDRY/FLT	127.26	
					22031	UNIF/LAUNDRY/FAC	67.89	
30350	09/12/08	127.31	089	MOTION INDUSTRIES, INC.	22110	REPAIRS/MAINTENANCE	127.31	
30351	09/12/08	394.94	001063	NEW FLYER INDUSTRIES LIMITED	22109	REV VEH PARTS	394.94	
30352	09/12/08	3,364.99	002721	NEXTEL COMMUNICATIONS	22195	8/4-9/3 PHONES/PT	1,405.98	
					22233	PHONES/OPS	1,959.01	
30353	09/12/08	1,977.36	009	PACIFIC GAS & ELECTRIC	22189	8/1-8/28 PACIFIC	1,977.36	
30354	09/12/08	1,147.41	043	PALACE ART & OFFICE SUPPLY	22027	OFFICE SUPPLIES/FLT	180.41	
					22040	OFFICE SUPPLIES/OPS	283.67	
					22063	OFFICE SUPPLY/ADM	83.71	
					22082	OFFICE SUPPLY/FAC	390.55	
					22162	OFFICE SUPPLIES/HRD	245.75	
					22163	OFFICE SUPPLIES/HRD	9.32	
					22234	CREDIT MEMO	-46.00	
30355	09/12/08	2,223.49	002823	PAT PIRAS CONSULTING	7	PROF SVCS	2,223.49	
30356	09/12/08	494.00	481	PIED PIPER EXTERMINATORS, INC.	22033	AUG PEST CONTROL	241.00	
					22034	AUG PEST CONTROL	70.00	
					22035	AUG PEST CONTROL	183.00	
30357	09/12/08	1,500.00	001221	PITNEY BOWES-RESERVE ACCOUNT	22168	PREPAID POSTAGE	1,500.00	
30358	09/12/08	95.25	358	POWR-FLITE	22187	PARTS & SUPPLIES	95.25	
30359	09/12/08	1,757.21	156	PRINT GALLERY, THE	22164	PRINTING/MTC	1,757.21	
30360	09/12/08	472.80	061A	REGISTER PAJARONIAN	22072	CLASS ADV-PURCHASING	472.80	
30361	09/12/08	65.00	001169	RITE COUNT	7	PARTS & SUPPLIES	65.00	
30362	09/12/08	26,238.31	966	S.C. FUELS	0	DIESEL/FLT	26,238.31	
30363	09/12/08	226.45	135	SANTA CRUZ AUTO PARTS, INC.	22003	PARTS & SUPPLIES	14.11	
					22004	PARTS & SUPPLIES	70.64	
					22026	REV VEH PARTS	97.00	
					22053	PARTS & SUPPLIES	30.34	
					22070	CLEANING SUPPLIES	24.09	
					22243	CREDIT MEMO	-9.73	
30364	09/12/08	1,457.46	079	SANTA CRUZ MUNICIPAL UTILITIES	22190	7/19-8/21 1217 RIVER	324.85	
					22191	7/19-8/21 GOLF CLUB	116.33	
					22192	7/19-8/21 DUBOIS	156.02	
					22193	7/19-8/21 1200 RIVER	860.26	
30365	09/12/08	106.88	122	SCMTD PETTY CASH - OPS	22159	PETTY CASH/OPS	106.88	
30366	09/12/08	1,815.08	002459	SCOTTS VALLEY WATER DISTRICT	22194	6/9-8/8 KINGS VLG	1,815.08	
30367	09/12/08	2,500.00	002267	SHAW & YODER, INC.	22169	AUG LEGISLATIVE SVC	2,500.00	
30368	09/12/08	466.42	104	STATE STEEL COMPANY	0	REPAIRS/MAINTENANCE	466.42	
30369	09/12/08	69.89	001800	THERMO KING OF SALINAS, INC	22275	REV VEH PARTS	69.89	
30370	09/12/08	103.34	002504	TIFCO INDUSTRIES	22276	PARTS & SUPPLIES	103.34	
30371	09/12/08	902.06	170	TOWNSEND'S AUTO PARTS	22055	PARTS & SUPPLIES	244.74	
					22056	PARTS & SUPPLIES	287.50	
					22057	PARTS & SUPPLIES	73.96	

5-1.5

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

DATE: 09/01/08 THRU 09/30/08

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	TRANS. TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
						22058	PARTS & SUPPLIES	295.86	
30372	09/12/08	22.01	007	UNITED PARCEL SERVICE		22176	FRT OUT/FLT	22.01	
30373	09/12/08	2,000.00	002873	USPS-HASLER		22279	POSTAGE FOR METER	2,000.00	
30374	09/12/08	10.00	E432	VALDEZ, RUBEN		22158	DMV FEES	10.00	
30375	09/12/08	540.24	002829	VALLEY POWER SYSTEMS, INC.		21996	REV VEH PARTS	286.98	VOIDED
						21997	REV VEH PARTS	222.72	
						22077	REV VEH PARTS	30.54	
30375	09/18/08	-540.24	002829	VALLEY POWER SYSTEMS, INC.		21996	REV VEH PARTS	-286.98	**VOID
						21997	REV VEH PARTS	-222.72	
						22077	REV VEH PARTS	-30.54	
30376	09/12/08	70.00	682	WEISS, AMY L.	7	22175	AUG INTERPRETER	70.00	
30377	09/12/08	137.80	436	WEST PAYMENT CENTER		22161	CONSTR LITIG HDBK	137.80	
30378	09/12/08	2,094.98	001506	WESTERN STATES OIL CO., INC.		22107	OIL & LUBE/FLT	2,094.98	
30379	09/12/08	325.61	042	WFCB-OSH COMMERCIAL SERVICES		22196	5780-9700-1033-8159	50.28	
						22197	5780-9700-1033-8159	4.36	
						22198	5780-9700-1033-8159	221.84	
						22199	5780-9700-1033-8159	27.57	
						22200	5780-9700-1033-8159	21.56	
30380	09/12/08	11,330.76	002875	WILBUR SMITH ASSOCIATES		22138	3/1-8/1 PROF SVCS	11,330.76	
30381	09/12/08	47.58	147	ZEE MEDICAL SERVICE CO.		22210	SAFETY SUPPLIES	30.27	
						22211	SAFETY SUPPLIES	17.31	
30382	09/19/08	446.40	001193	AA GLASS SHOP	7	22430	REPAIRS/MAINTENANCE	446.40	
30383	09/19/08	1,340.47	001188	AFV FLEET SERVICE		22273	REV VEH PARTS	1,340.47	
30384	09/19/08	125.00	001062	ALLTERRA ENVIRONMENTAL INC.		22248	AUG INSPECTION	125.00	
30385	09/19/08	18.48	123	BAY PHOTO LAB		22374	PHOTO PROCESS/PT	18.48	
30386	09/19/08	333.30	002189	BUS & EQUIPMENT		22331	REV VEH PARTS	333.30	
30387	09/19/08	10.00	E040	CALDERON, SALVADOR		22366	DMV FEES	10.00	
30388	09/19/08	74.44	172	CENTRAL WELDER'S SUPPLY, INC.		22208	TANK RENTAL	11.16	
						22292	SAFETY SUPPLIES	63.28	
30389	09/19/08	2,281.41	739	CENTURY CHEVROLET		22325	OUT RPR REV VEH	1,157.11	
						22328	REV VEH PARTS	300.29	
						22329	OUT RPR REV VEH	674.01	
						22330	OUT RPR REV VEH	150.00	
30390	09/19/08	5,000.00	002346	CHANEY, CAROLYN & ASSOC., INC.		22394	SEPT LEGISLATIVE SVC	5,000.00	
30391	09/19/08	10.63	130	CITY OF WATSONVILLE UTILITIES		22421	8/1-9/1 RODRIGUEZ	10.63	
30392	09/19/08	6,793.33	909	CLASSIC GRAPHICS		22112		1,889.13	
						22301	OUT RPR # 9813	4,904.20	
30393	09/19/08	47,485.00	001124	CLEAN ENERGY		22315	LNG/FLT	10,304.10	
						22316	LNG/FLT	24,373.64	
						22434	LNG/FLT	12,807.26	
30394	09/19/08	50.32	001084	CLUTCH COURIERS		22166	PROF SVCS/RISK	50.32	
30395	09/19/08	779.00	413	COLUMBIA EQUIPMENT COMPANY INC		22271	REPAIRS/MAINTENANCE	779.00	
30396	09/19/08	60.80	002063	COSTCO		22352	PHOTO PROCESS/OPS	9.79	
						22353	PHOTO PROCESS/OPS	2.24	
						22354	PHOTO PROCESS/OPS	6.09	
						22355	PHOTO PROCESS/OPS	2.20	
						22356	PHOTO PROCESS/OPS	3.55	
						22357	PHOTO PROCESS/OPS	2.24	
						22358	PHOTO PROCESS/OPS	4.49	
						22359	PHOTO PROCESS/OPS	6.05	

5-1.6

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

DATE: 09/01/08 THRU 09/30/08

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
						22360	PHOTO PROCESS/OPS	2.24	
						22361	PHOTO PROCESS/OPS	10.71	
						22362	PHOTO PROCESS/OPS	3.18	
						22363	PHOTO PROCESS/OPS	3.18	
						22364	PHOTO PROCESS/OPS	4.84	
30397	09/19/08	1,346.09	T167	CROOM, JACOB		22382	TENANT DEPOSIT	1,346.09	
30398	09/19/08	1,385.10	157	DELL MARKETING L.P.		22373	36"HRDWARE RACK	1,385.10	
30399	09/19/08	1,432.20	480	DIESEL MARINE ELECTRIC, INC.		22087	REV VEH PARTS	1,432.20	
30400	09/19/08	250.00	002624	DIGITAL RECORDERS		22304	REV VEH PARTS	250.00	
30401	09/19/08	165.57	085	DIXON & SON TIRE, INC.		22257	TIRES & TUBES	165.57	
30402	09/19/08	49.00	002388	DOGHERRA'S	7	22322	TOW # 311	49.00	
30403	09/19/08	500.00	002862	ECOLOGICAL CONCERNS INC.		22377	WATER DRAINAGE/MB	500.00	
30404	09/19/08	2,502.75	001492	EVERGREEN OIL INC.		22179	HAZ WASTE DISPOSAL	127.00	
						22180	HAZ WASTE DISP	81.25	
						22181	HAZ WASTE DISP	150.00	
						22182	HAZ WASTE DISP	1,409.50	
						22345	HAZ WASTE DISP	245.00	
						22346	HAZ WASTE DISP	490.00	
30405	09/19/08	10.00	E291	FARRIS, BONNIE		22369	DMV FEES	10.00	
30406	09/19/08	87.03	001172	FERGUSON ENTERPRISES INC.		22255	REPAIRS/MAINTENANCE	87.03	
30407	09/19/08	87.00	T164	FUKADA, YOSHIE		22367	29 UNUSED PT COUPONS	87.00	
30408	09/19/08	70.00	001189	GARY KENVILLE LOCKSMITH	7	22307	SERVICE CALL/GOLF	70.00	
30409	09/19/08	861.72	282	GRAINGER		22247	PARTS & SUPPLIES	121.10	
						22253	REPAIRS/MAINTENANCE	439.43	
						22270	REPAIRS/MAINTENANCE	110.53	
						22272	PARTS & SUPPLIES	190.66	
30410	09/19/08	41.82	546	GRANITEROCK COMPANY		22252	REPAIRS/MAINTENANCE	28.48	
						22347	REPAIRS/MAINTENANCE	13.34	
30411	09/19/08	41.04	510A	HASLER, INC.		22323	OCT RENTAL	41.04	
30412	09/19/08	10.00	E035	HERRERA, JOSE		22391	DMV FEES	10.00	
30413	09/19/08	1,824.00	878	KELLY SERVICES, INC.		22365	TEMP/OPS W/E 8/24&31	1,824.00	
30414	09/19/08	118.88	036	KELLY-MOORE PAINT CO., INC.		22104	REPAIRS/MAINTENANCE	2.47	
						22443	CREDIT MEMO	-174.52	
						22444	REPAIRS/MAINTENANCE	290.93	
30415	09/19/08	14.97	074	KENVILLE LOCKSMITHS	7	22213	REPAIRS/MAINTENANCE	14.97	
30416	09/19/08	315.00	852	LAW OFFICES OF MARIE F. SANG	7	22160	WORKERS COMP CLAIM	315.00	
30417	09/19/08	30.00	880	LEXISNEXIS		22165	PROF/TECH SVC/RISK	30.00	
30418	09/19/08	1,346.09	T166	LONSDALE, CONNOR		22381	TENANT DEPOSIT	1,346.09	
30419	09/19/08	681.99	041	MISSION UNIFORM		22084	UNIF/LAUNDRY/FAC	130.19	
						22120	UNIF/LAUNDRY/FLT	39.12	
						22121	UNIF/LAUNDRY/FLT	301.40	
						22122	UNIF/LAUNDRY/FLT	50.60	
						22123	UNIF/LAUNDRY/FLT	127.26	
						22321	UNIF/LAUNDRY/PT	33.42	
30420	09/19/08	44.00	E298	MITCHELL, TODD		22370	DMV FEES	44.00	
30421	09/19/08	153.53	001220	MONTEREY COUNTY PETROLEUM		22314	REPAIRS/MAINTENANCE	153.53	
30422	09/19/08	29,064.08	002891	NCLN20, INC.		22376	AUGUST SECURITY	29,064.08	
30423	09/19/08	571.54	001063	NEW FLYER INDUSTRIES LIMITED		22296	REV VEH PARTS	1.92	
						22297	REV VEH PARTS	10.80	
						22298	REV VEH PARTS	377.92	

5-1.7

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

DATE: 09/01/08 THRU 09/30/08

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
					22299	REV VEH PARTS	277.50	
					22300	CREDIT MEMO	-96.60	
30424	09/19/08	20.84	161 OCEAN CHEVROLET		22125	REV VEH PARTS	11.88	
					22209	REV VEH PARTS	8.96	
30425	09/19/08	108.25	001002 ORACLE CORPORATION		22061	SUPPORT/UPDATE	108.25	
30426	09/19/08	3,423.97	009 PACIFIC GAS & ELECTRIC		22309	7/25-9/4 KINGS VLG	2,446.48	
					22388	8/12-9/9 RESEARCH	977.49	
30427	09/19/08	315.19	043 PALACE ART & OFFICE SUPPLY		22111	OFFICE SUPPLIES/FLT	286.03	
					22238	OFFICE SUPPLIES/PT	29.16	
30428	09/19/08	1,585.27	950 PARADISE LANDSCAPE INC	0	22206	SEPT MAINTENANCE	887.00	
					22207	IRRIGATION SVC/SVTC	698.27	
30429	09/19/08	150.00	481 PIED PIPER EXTERMINATORS, INC.		22334	AUG PEST CONTROL	53.00	
					22335	AUG PEST CONTROL	48.50	
					22336	AUG PEST CONTROL	48.50	
30430	09/19/08	977.59	882 PRINT SHOP SANTA CRUZ	7	22350	PRINTING/OPS	53.17	
					22351	PRINTING/OPS	924.42	
30431	09/19/08	1.25	107A PROBUILD		22224	REPAIRS/MAINTENANCE	1.25	
30432	09/19/08	5,198.50	904 RNL DESIGN		22393	SVCS THRU 6/30 MB	5,198.50	
30433	09/19/08	26,953.61	966 S.C. FUELS	0	22183	DIESEL/FLT	26,953.61	
30434	09/19/08	348.55	018 SALINAS VALLEY FORD SALES		22114	REV VEH PARTS	348.55	
30435	09/19/08	522.57	135 SANTA CRUZ AUTO PARTS, INC.		22113	PARTS & SUPPLIES	23.87	
					22119	PARTS & SUPPLIES	45.49	
					22317	REV VEH PARTS	27.78	
					22318	REV VEH PARTS	79.48	
					22320	REV VEH PARTS	124.72	
					22442	REV VEH PARTS	221.23	
30436	09/19/08	246.00	957 SECURITY SHORING & STEEL PLT		22205	7/28-8/27 RENTAL	246.00	
30437	09/19/08	62.61	E239 SLATER, ROBYN		22396	TRAVEL EXPENSE	62.61	
30438	09/19/08	727.65	115 SNAP-ON INDUSTRIAL		22249	SMALL TOOLS	421.03	
					22445	SMALL TOOLS	306.62	
30439	09/19/08	1,081.00	080 STATE BOARD OF EQUALIZATION		22436	AUG USE TAX PREPAY	1,081.00	
30440	09/19/08	127.69	104 STATE STEEL COMPANY	0	22256	PARTS & SUPPLIES	127.69	
30441	09/19/08	16,801.59	001648 STEVE'S UNION SERVICE		22324	AUG FUEL/PT	16,801.59	
30442	09/19/08	37.20	R533 SZEREMET, JULIE		22368	SETTLEMENT COST	37.20	
30443	09/19/08	2,707.41	002805 TELEPATH CORPORATION		22177	SEPT MAINT/REPAIRS	2,707.41	
30444	09/19/08	1,346.09	T165 TICE, GREGORY		22380	TENANT DEPOSIT	1,346.09	
30445	09/19/08	2,800.00	001180 TOTAL COMPENSATION SYSTEMS		22375	GASB ACTUARIAL VAL	2,800.00	
30446	09/19/08	213.72	170 TOWNSEND'S AUTO PARTS		22218	REV VEH PARTS	213.72	
30447	09/19/08	5,267.87	057 U.S. BANK		22437	4246044555645971	301.25	
					22438	4246044555645971	876.18	
					22439	4246044555645971	820.66	
					22440	4246044555645971	191.00	
					22441	4246044555645971	3,078.78	
30448	09/19/08	71.78	007 UNITED PARCEL SERVICE		22337	FRT OUT/FLT	71.78	
30449	09/19/08	10.83	946 UNITED SITE SERVICES		22371	FENCE RENT/DUBOIS	10.83	
30450	09/19/08	723.45	002829 VALLEY POWER SYSTEMS, INC.		21996	REV VEH PARTS	286.98	VOIDED
					21997	REV VEH PARTS	222.72	
					22077	REV VEH PARTS	30.54	
					22274	REV VEH PARTS	146.07	
					22378	PARTS & SUPPLIES	37.14	

5-1.8

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

DATE: 09/01/08 THRU 09/30/08

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	TRANS. TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
30450	09/22/08	-723.45	002829	VALLEY POWER SYSTEMS, INC.		21996	REV VEH PARTS	-286.98	**VOID
						21997	REV VEH PARTS	-222.72	
						22077	REV VEH PARTS	-30.54	
						22274	REV VEH PARTS	-146.07	
						22378	PARTS & SUPPLIES	-37.14	
30451	09/19/08	44.00	E446	WALSH, CHRIS		22379	DMV FEES	44.00	
30452	09/19/08	728.00	915	WORKIN.COM, INC.		22392	9/4 JOB POST	728.00	
30453	09/19/08	25.00	744	WRIGHT, LESLEY	7	22402	PROF SVCS	25.00	
30454	09/19/08	1,346.09	T168	YAWATA, KRISTIN		22383	TENANT DEPOSIT	1,346.09	
30455	09/19/08	227.04	147	ZEE MEDICAL SERVICE CO.		22419	SAFETY SUPPLIES	227.04	
30456M	09/24/08	55.00	R534	BECKFORD INVESTIGATIONS		22553	PROF SVCS/RISK	55.00	MANUAL
				PROF SVCS/RISK					
30457	09/26/08	795.00	002069	A TOOL SHED, INC.		22212	EQUIPMENT RENTAL	265.00	
						22293	EQUIP RENTAL	265.00	
						22294	EQUIP RENTAL	265.00	
30458	09/26/08	1,591.32	002509	ACCONTEMP		22480	TEMP/OPS W/E 9/5	1,591.32	
30459	09/26/08	346.16	020	ADT SECURITY SERVICES INC.		22423	OCT ALARMS	61.90	
						22424	OCT ALARMS	42.71	
						22425	OCT ALARMS	64.46	
						22426	OCT ALARMS	83.77	
						22427	OCT ALARMS	46.66	
						22428	OCT ALARMS	46.66	
30460	09/26/08	806.97	934	ADVANCED NETWORK SYSTEMS		22385	MCAFEE VIRUSSCAN	806.97	
30461	09/26/08	9.68	294	ANDY'S AUTO SUPPLY	0	22216	PARTS & SUPPLIES	9.68	
30462	09/26/08	481.52	001	AT&T		22461	REPEATERS/OPS	396.42	
						22527	SEPT REPEATERS/OPS	85.10	
30463	09/26/08	53.29	M033	BAILEY, NEIL	0	22558	MED PYMT SUPP	53.29	
30464	09/26/08	745.00	478	BEE CLENE	0	22313	CARPET/ENCINAL	745.00	
30465	09/26/08	49.88	M077	BRADFORD, THOMAS	0	22559	MED PYMT SUPP	49.88	
30466	09/26/08	19.19	M072	BRIDINGER, CHRIS	0	22588	MED PYMT SUPP	19.19	
30467	09/26/08	38.37	M078	BRIDINGER, DENISE	0	22560	MED PYMT SUPP	38.37	
30468	09/26/08	38.37	M079	BROGDON, ROY	0	22561	MED PYMT SUPP	38.37	
30469	09/26/08	323.00	002189	BUS & EQUIPMENT		22542	REV VEH PARTS	323.00	
30470	09/26/08	439,185.33	502	CA PUBLIC EMPLOYEES'		22533	OCT MED INS	439,185.33	
30471	09/26/08	53.28	M022	CAPELLA, KATHLEEN	0	22580	MED PYMT SUPP	53.28	
30472	09/26/08	19.19	M080	CARR, DALE	0	22562	MED PYMT SUPP	19.19	
30473	09/26/08	26.65	M073	CENTER, DOUG	0	22589	MED PYMT SUPP	26.65	
30474	09/26/08	1,842.67	739	CENTURY CHEVROLET		22326	REV VEH PARTS	1,283.46	
						22327	OUT RPR # 311	150.00	
						22332	OUT RPR # 309	409.21	
30475	09/26/08	26.65	M036	CERVANTES, GLORIA	0	22563	MED PYMT SUPP	26.65	
30476	09/26/08	55.00	569	CHARTONE, INC.		22502	PROF FEES/RECORDS	55.00	
30477	09/26/08	2,151.48	130	CITY OF WATSONVILLE UTILITIES		22454	7/2-9/4 RODRIGUEZ	87.66	
						22455	7/2-9/4 RODRIGUEZ	67.40	
						22456	7/2-9/4 RODRIGUEZ	552.86	
						22457	CONTAINER/RODRIGUEZ	1,443.56	
30478	09/26/08	4,600.41	909	CLASSIC GRAPHICS		22344	OUT RPR # 9830	4,600.41	
30479	09/26/08	16,848.60	001124	CLEAN ENERGY		22435	LNG/FLT	8,388.06	
						22504	LNG/FLT	8,460.54	
30480	09/26/08	300.00	002448	CLEAR VIEW, LLC	0	22509	WINDOWS/WTC	300.00	

5-1.9

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

DATE: 09/01/08 THRU 09/30/08

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	TRANS. TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
30481	09/26/08	139.24	002063	COSTCO		22348	OFFICE SUPPLY/OPS	139.24	
30482	09/26/08	19.19	M116	CRAMBLETT, LAWRENCE		22590	MED PYMT SUPP	19.19	
30483	09/26/08	26.65	M092	CRAWFORD, TERRI	0	22591	MED PYMT SUPP	26.65	
30484	09/26/08	14,424.48	504	CUMMINS WEST, INC.		22291	ENG RPR # 2203	13,812.69	
						22310	REV VEH PARTS	611.79	
30485	09/26/08	115.52	001000	DAIMLER BUSES N. AMERICA INC.		22308	REV VEH PARTS	115.52	
30486	09/26/08	26.65	M039	DAVILA, ANA MARIA	0	22564	MED PYMT SUPP	26.65	
30487	09/26/08	4,081.37	001316	DEVCO OIL		22531	9/1-9/15 FUEL/FLT	4,081.37	
30488	09/26/08	5,150.00	002624	DIGITAL RECORDERS		22507	REV VEH PARTS	350.00	
						22556	REV VEH PARTS	4,800.00	
30489	09/26/08	395.02	085	DIXON & SON TIRE, INC.		22236	TIRES & TUBES	395.02	
30490	09/26/08	26.65	M096	DRAKE, JUDITH	0	22592	MED PYMT SUPP	26.65	
30491	09/26/08	26.09	372	FEDERAL EXPRESS		22500	SHIPPING/FLT	26.09	
30492	09/26/08	10.80	001172	FERGUSON ENTERPRISES INC.		22254	REPAIRS/MAINTENANCE	10.80	
30493	09/26/08	26.65	M099	FIKE, LOUIS	0	22593	MED PYMT SUPP	26.65	
30494	09/26/08	60.00	002295	FIRST ALARM		22555	AUG SERVICES	60.00	
30495	09/26/08	7,485.20	001158	FRICKE PARKS PRESS INC		22450	PRINTING/MTC	7,485.20	
30496	09/26/08	119.24	M074	GABRIELE, BERNARD	0	22594	MED PYMT SUPP	119.24	
30497	09/26/08	26.65	M040	GARBEZ, LINDA	0	22565	MED PYMT SUPP	26.65	
30498	09/26/08	53.29	M100	GARCIA, SANTIAGO	0	22566	MED PYMT SUPP	53.29	
30499	09/26/08	26.65	M101	GOES, ALAN	0	22595	MED PYMT SUPP	26.65	
30500	09/26/08	53.29	M041	GOUVEIA, ROBERT	0	22567	MED PYMT SUPP	53.29	
30501	09/26/08	53.29	M081	HALL, JAMES	0	22568	MED PYMT SUPP	53.29	
30502	09/26/08	26.65	M082	HINDIN, LENORE	0	22569	MED PYMT SUPP	26.65	
30503	09/26/08	29,000.00	002116	HINSHAW, EDWARD & BARBARA	7	22548	370 ENCINAL RENT	29,000.00	
30504	09/26/08	49.88	M043	HOLODNICK, JAMES	0	22570	MED PYMT SUPP	49.88	
30505	09/26/08	244.65	166	HOSE SHOP, THE		22311	REPAIRS/MAINTENANCE	192.93	
						22312	REPAIRS/MAINTENANCE	7.84	
						22524	PARTS & SUPPLIES	43.88	
30506	09/26/08	19.19	M075	HOWARD, CAROL	0	22596	MED PYMT SUPP	19.19	
30507	09/26/08	781.20	001209	IKON FINANCIAL SERVICES		22479	10/1-12/31 LEASE/OPS	781.20	
30508	09/26/08	15,308.20	002117	IULIANO	7	22550	111 DUBOIS RENT	12,036.59	
						22551	115 DUBOIS RENT	3,271.61	
30509	09/26/08	26.65	M069	JACOBS, KENNETH	0	22581	MED PYMT SUPP	26.65	
30510	09/26/08	2,706.85	110	JESSICA GROCERY STORE, INC.		22549	CUSTODIAN SERVICES	2,706.85	
30511	09/26/08	26.65	M104	JUSSEL, PETE	0	22597	MED PYMT SUPP	26.65	
30512	09/26/08	273.25	M061	KAMEDA, TERRY	0	22582	MED PYMT SUPP	273.25	
30513	09/26/08	91.40	1117	KELLEY'S SERVICE INC.		22245	REV VEH PARTS	73.30	
						22246	REV VEH PARTS	18.10	
30514	09/26/08	1,728.00	878	KELLY SERVICES, INC.		22481	TEMP/OPS W/E 9/7	768.00	
						22554	TEMP/OPS W/E 9/14	960.00	
30515	09/26/08	13.45	036	KELLY-MOORE PAINT CO., INC.		22295	REPAIRS/MAINTENANCE	13.45	
30516	09/26/08	419.69	039	KINKO'S INC.		22449	PRINTING/MTC	419.69	
30517	09/26/08	724.30	002240	KLEEN-RITE	7	22389	REPAIRS/MAINTENANCE	724.30	
30518	09/26/08	1,407.05	001119	MACERICH PARTNERSHIP LP	7	22552	CAPITOLA MALL RENT	1,407.05	
30519	09/26/08	573.50	041	MISSION UNIFORM		22219	UNIF/LAUNDRY/FLT	127.26	
						22220	UNIF/LAUNDRY/FLT	39.12	
						22221	UNIF/LAUNDRY/FLT	50.60	
						22222	UNIF/LAUNDRY/FLT	280.63	
						22223	UNIF/LAUNDRY/FAC	67.89	

5-1.10

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

DATE: 09/01/08 THRU 09/30/08

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
30520	09/26/08	62.36	001063	NEW FLYER INDUSTRIES LIMITED		22458	UNIF/LAUNDRY/FAC	8.00	
30521	09/26/08	26.65	M050	O'MARA, KATHLEEN	0	22305	REV VEH PARTS	62.36	
30522	09/26/08	804.58	001200	O.C. MC DONALD COMPANY, INC.		22571	MED PYMT SUPP	26.65	
30523	09/26/08	712.13	872	PACIFIC MATERIAL HANDLING SOL.		22429	SERVICE/WTR HEATER	804.58	
30524	09/26/08	398.08	043	PALACE ART & OFFICE SUPPLY		22557	OUT RPR # 701	712.13	
30525	09/26/08	243.55	M057	PARHAM, WALLACE	0	22349	OFFICE SUPPLIES/OPS	398.08	
30526	09/26/08	38.37	M051	PENDRAGON, LINDA	0	22583	MED PYMT SUPP	243.55	
30527	09/26/08	53.29	M109	PEREZ, CHERYL		22572	MED PYMT SUPP	38.37	
30528	09/26/08	206.43	M064	PETERS, TERRIE	0	22573	MED PYMT SUPP	53.29	
30529	09/26/08	26.65	M070	PICARELLA, FRANCIS	0	22584	MED PYMT SUPP	206.43	
30530	09/26/08	146.48	050	PITNEY BOWES INC.		22585	MED PYMT SUPP	26.65	
30531	09/26/08	26.65	M117	POLANCO, ANDRES		22102	10/1-12/31 RENTAL/MC	146.48	
30532	09/26/08	243.55	M058	POTEETE, BEVERLY	0	22598	MED PYMT SUPP	26.65	
30533	09/26/08	397.11	882	PRINT SHOP SANTA CRUZ	7	22586	MED PYMT SUPP	243.55	
30534	09/26/08	229.51	107A	PROBUILD		22452	PRINTING/MTC	132.37	
						22466	PRINTING/ADM	264.74	
						22225	REPAIRS/MAINTENANCE	168.39	
						22226	REPAIRS/MAINTENANCE	5.84	
						22227	REPAIRS/MAINTENANCE	0.97	
						22228	REPAIRS/MAINTENANCE	35.13	
						22244	PARTS & SUPPLIES	1.16	
						22288	REPAIRS/MAINTENANCE	18.02	
30535	09/26/08	246.60	M005	ROSS, EMERY	0	22579	MED PYMT SUPP	246.60	
30536	09/26/08	53.29	M085	ROSSI, DENISE	0	22574	MED PYMT SUPP	53.29	
30537	09/26/08	290.50	067	ROTO-ROOTER		22422	SERVICE/GOLF CLB	290.50	
30538	09/26/08	26.65	M030	ROWE, RUBY		22575	MED PYMT SUPP	26.65	
30539	09/26/08	25,748.53	966	S.C. FUELS	0	22462	DIESEL/FLT	25,748.53	
30540	09/26/08	1,659.70	002713	SANTA CRUZ AUTO TECH, INC.		22342	OUT RPR #9951	907.45	
						22403	OIL CHANGE	50.15	
						22404	OIL CHANGE	50.15	
						22405	OIL CHANGE	50.15	
						22406	OIL CHANGE	50.15	
						22407	OIL CHANGE	50.15	
						22408	OIL CHANGE	50.15	
						22409	OIL CHANGE	50.15	
						22410	OIL CHANGE	50.15	
						22411	OIL CHANGE	50.15	
						22412	OIL CHANGE	50.15	
						22413	OIL CHANGE	50.15	
						22414	OIL CHANGE	50.15	
						22415	OIL CHANGE	50.15	
						22416	OIL CHANGE	50.15	
						22417	OIL CHANGE	50.15	
30541	09/26/08	136.96	135	SANTA CRUZ AUTO PARTS, INC.		22215	REV VEH PARTS	97.26	
						22319	REV VEH PARTS	39.70	
30542	09/26/08	6,781.65	977	SANTA CRUZ TRANSPORTATION, LLC	7	22465	AUG PT SERVICES	6,781.65	
30543	09/26/08	14.48	276	SCOTTS VALLEY SPRINKLER		22214	REPAIRS/MAINTENANCE	14.48	
30544	09/26/08	208.67	M010	SHORT, SLOAN	0	22587	MED PYMT SUPP	208.67	
30545	09/26/08	26.65	M112	SILVA, EDUARDO	0	22599	MED PYMT SUPP	26.65	
30546	09/26/08	100.00	B016	SKILLICORN, DALE	7	22602	SEPT BOARD MTGS	100.00	

5-1.11

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

DATE: 09/01/08 THRU 09/30/08

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
30547	09/26/08	53.29	M054	SLOAN, FRANCIS	0	22576	MED PYMT SUPP	53.29	
30548	09/26/08	12,889.99	001075	SOQUEL III ASSOCIATES	7	22545	OCT 08 RENT	12,116.23	
						22546	SEPT 08 RENT INCREAS	386.88	
						22547	SEC DEP INCREASE	386.88	
30549	09/26/08	1,163.99	017	SUN MICROSYSTEMS, INC.		22372	OUT RPR EQUIP/IT	1,163.99	VOIDED
30550	09/26/08	375.00	001165	THANH N. VU MD	7	22432	PHYS EXAM	75.00	
						22475	MEDICAL EXAM	75.00	
						22476	MEDICAL EXAM	75.00	
						22477	MEDICAL EXAM	75.00	
						22478	MEDICAL EXAM	75.00	
30551	09/26/08	26.65	M086	TOLINE, DONALD	0	22577	MED PYMT SUPP	26.65	
30552	09/26/08	41.69	007	UNITED PARCEL SERVICE		22503	FRT OUT/FLT	41.69	
30553	09/26/08	1,158.48	221	VEHICLE MAINTENANCE PROGRAM		22418	REV VEH PARTS	1,158.48	
30554	09/26/08	100.82	434B	VERIZON CALIFORNIA		22538	PC CARDS/ADMIN	100.82	
30555	09/26/08	93.72	M076	VONWAL, YVETTE	0	22600	MED PYMT SUPP	93.72	
30556	09/26/08	123.05	001986	WAGER CO., INC. ROBERT		22463	SMALL TOOLS	123.05	
30557	09/26/08	2,549.42	001083	WATSONVILLE TRANSPORTATION, INC		22470	AUG PT SERVICES	2,549.42	
30558	09/26/08	285.51	436	WEST PAYMENT CENTER		22532	AUG ACCESS CHARGES	285.51	
30559	09/26/08	19.19	M115	WILLIAMS, CHRIS	0	22601	MED PYMT SUPP	19.19	
30560	09/26/08	26.65	M088	YAGI, RANDY	0	22578	MED PYMT SUPP	26.65	
TOTAL		1,216,924.58		ACCOUNTS PAYABLE			TOTAL CHECKS	320	1,216,924.58

5-1.12

GOVERNMENT TORT CLAIM

RECOMMENDED ACTION

TO: Board of Directors

FROM: District Counsel

RE: Claim of: O'Donnell, Karen
Date of Incident: 9/03/08

Received: 09/26/08 Claim #: 08-0027
Occurrence Report No.: MISC 08-14

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: 10-17-08

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 October 24, 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 # 080027

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: Karen O'Donnell

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

Claimant's Phone Number: [Redacted]

2. Address to which notices are to be sent: [Redacted]

3. Occurrence: Left cell phone on city bus.

Date: 9/3/08 Time: afternoon Place: City Bus

Circumstances of occurrence or transaction giving rise to claim: Received a call from Jeff North, your dispatcher on 9/3/08 around 6:30pm. He found the cell phone and for us to come down on 9/4/08 to pick it up at lost and found. It never got to lost & found. Talked to him on 9/16/08, phone is missing.

4. General description of indebtedness, obligation, injury, damage, or loss incurred so far as is known: RAZR V3M silver cell phone. Price with tax new phone \$292.26. Verizon cell service for \$250.75 was taken to Mexico. Enclosed Roaming charges.

5. Name or names of public employees or employees causing injury, damage, or loss, if known: Jeff North, dispatcher put in on shelf for security to take it. Possibly some employee??

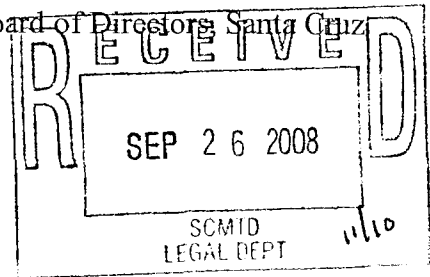
6. Amount claimed now \$ 543.01
Estimated amount of future loss, if known \$ 0
TOTAL \$ 543.01

7. Basis of above computations: \$250.75 for Verizon + \$292.26 for new cell phone; phone charges after misplaced

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

9-25-08
DATE

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



5-2.2



AGENDA

OCTOBER 15, 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
 - a. E & D TAC Re: METRO's Discount Bus Pass Policy
 - b. SCCRTC Re: Kurtis Lemke Paracruz Complaint
4. CONSIDERATION OF MINUTES OF SEPTEMBER 17, 2008
5. RIDERSHIP REPORT FOR JUNE 2008
6. PARACRUZ OPERATIONS STATUS REPORTS FOR JUNE 2008
7. DISCUSSION OF METRO'S DISCOUNT FARE PROGRAM POLICY CHANGES
8. REPORT BY MAC REPRESENTATIVE TO OTHER TRANSIT RELATED MEETINGS
9. DISCUSSION OF UPCOMING WATSONVILLE MAC MEETING AGENDA
10. DISTRIBUTION OF MAC VOUCHERS
11. COMMUNICATIONS TO METRO GENERAL MANAGER
12. COMMUNICATIONS TO METRO BOARD OF DIRECTORS
13. ITEMS FOR NEXT MEETING AGENDA
14. ADJOURNMENT

*NEXT MEETING: WEDNESDAY, NOVEMBER 19, 2008, AT 6:00 PM
WATSONVILLE CITY COUNCIL CHAMBERS*

5-3.1

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes - METRO Advisory Committee (MAC)

July 16, 2008

The METRO Advisory Committee (MAC) met on Wednesday, July 16, 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 6:25 p.m.

1. ROLL CALL:

MEMBERS PRESENT

Heidi Curry
Naomi Gunther, Chair
Mara Murphy, Vice Chair
Dennis "Pop" Papadopulo
Dave Williams
Robert Yount

STAFF PRESENT

Ciro Aguirre, Operations Manager
Mary Ferrick, Fixed Route Superintendent
Margaret Gallagher, District Counsel
Eileen Pavlik, ParaCruz ADA Eligibility Coord
April Warnock, Paratransit Superintendent
Bonnie Morr, UTU

MEMBERS ABSENT

Stuart Rosenstein

VISITORS PRESENT

Norm Hagen, BOD and Transit User
Reed Lackley, Observer
Lois Newscat, Senior Network Services
Pat Piras, ADA Consultant
Park Woodward, Working with Pat Piras

2. AGENDA ADDITIONS/DELETIONS

None.

3. ORAL/WRITTEN COMMUNICATION

Written:

None.

Oral:

Robert Yount expressed dissatisfaction with the METRO's 5-year Short Range Transit Plan Draft report that was presented to the Board of Directors on July 11, 2008. Mr. Yount felt it was a very lengthy report given to them on short notice and it was full of grammatical errors and misspelling.

Norm Hagen was in agreement with Robert Yount as both a Board Member and a transit user. Mr. Hagen also commented on the importance of filling the current MAC membership vacancies.

5-3.2

4. CONSIDERATION OF MINUTES OF JUNE 18, 2008

**ACTION: MOTION: DENNIS “POP” PAPADOPULO SECOND: ROBERT YOUNT
ACCEPT AND FILE MINUTES OF THE JUNE 18, 2008 MEETING AS PRESENTED.**

Motion passed unanimously with Stuart Rosenstein being absent.

5. RIDERSHIP REPORT FOR APRIL 2008

Chair Naomi Gunther distributed the Ridership Report for April 2008, which is attached to the file copy of these minutes. The report was still in draft form and listed on the Agenda as not available.

Robert Yount noted the large amount of bicycles per month which he believes will increase because he’s seeing more and more bicycles everywhere.

Chair Naomi Gunther agreed that many times when she’s riding the bus the three racks are full and there are bikes waiting and people trying to walk their bike up to the stop.

6. PARACRUZ OPERATIONS STATUS REPORT FOR FEBRUARY AND MARCH 2008

It was brought to the committee’s attention that last month they had inadvertently looked at February instead of March. It was also pointed out that April Warnock provided MAC members with a chart of definitions of the ParaCruz Status Charts to put into their binders.

Chair Naomi Gunther indicated that there were more graphs than usual and thanked staff for that.

Vice Chair Mara Murphy noted that the mileage had gone down and the ridership had gone up consistently.

7. DISCUSSION OF PARATRANSIT ELIGIBILITY REVIEW PROJECT WITH PAT PIRAS CONSULTING

Pat Piras explained that she had been hired by METRO to do a review of the Eligibility Process for ParaCruz and that she was at this meeting to receive MAC’s input.

Vice Chair Mara Murphy and Heidi Curry both expressed concern regarding how difficult it is for disabled people they know to attend the eligibility interview in person and suggested that the interviews could possibly be conducted by phone in certain instances.

Eileen Pavlik explained the temporary eligibility determination of someone who has an immediate need versus someone who does not warrant immediate need, the process, time

frame granted to schedule the appointment and use of services and discontinuation of service if they are not able to come in and finalize the application.

Ms. Pavilik discussed her assessment of the physical capabilities of the passenger and how that information is utilized to offer fixed route transit and public transportation options at every level of availability.

8. DISCUSSION OF DISCOUNTED BUS PASS PROGRAM POLICY CHANGES

Margaret Gallagher distributed the most recent draft which is attached to the file copy of these minutes. Ms. Gallagher explained that this version is newer than the one included in today's agenda packet and then she went through some of the items that were different from the current policy and asked for MAC's input.

Chair Naomi Gunther deferred this item to September in order to give MAC members time to consider it since there is no meeting scheduled for August. Ms Gallagher stated she would be available for any ideas and could be reached by phone or email in the meantime.

9. REPORT BY MAC REPRESENTATIVE TO OTHER TRANSIT-RELATED MEETINGS

Robert Yount distributed the agenda from the June 18, 2008 Bus Stop Advisory Committee (BSAC) meeting which is attached to the file copy of the minutes. He spoke about their agenda, old issues, and their process of ongoing issues and future issues.

Mary Ferrick spoke about the capital budget approval program and explained that bus stops are prioritized based on need and use.

Pop Papadopulo mentioned that six new drivers all passed their test and are all driving now.

ITEM #11 WAS TAKEN OUT OF ORDER

11. DISCUSSION OF PROCEDURE FOR ADDING AGENDA ITEMS

Chair Naomi Gunther discussed questions from the last meeting regarding proper procedures for adding emergency items to an already posted agenda, adding items to next meeting agenda prior to printing deadline and non-emergency items being agendaized.

Tony Tapiz noted that they could refer to their by laws as the ultimate resource and they can find copies in their binders.

Margaret Gallagher explained the Brown Act and emergency circumstances of adding an item to the agenda.

12. DISTRIBUTION OF MAC VOUCHERS

Ciro Aguirre distributed METRO MAC vouchers to the MAC members at this time.

10. DISCUSSION OF ADVERTISING MAC MEETING

Vice Chair Mara Murphy discussed announcing meetings to the public on the community events calendar in the Sentinel, Register Pajaronian, and Good Times and on television through KION and KSBW.

ACTION: MOTION: MARA MURPHY SECOND: DENNIS “POP” PAPADOPULO

VICE CHAIR MARA MURPHY TO CREATE A DRAFT MAC MEETING NOTICE TO BE SUBMITTED TO LOCAL MEDIA AFTER BEING APPROVED BY MAC AT ITS NEXT MEETING

Motion passed unanimously with Stuart Rosenstein being absent.

13. COMMUNICATIONS TO METRO GENERAL MANAGER

None.

14. COMMUNICATIONS TO METRO BOARD OF DIRECTORS

None.

15. ITEMS FOR NEXT MEETING AGENDA

- Discussion of Short Range Transit Plan (SRTP)
- Discussion of Discounted Bus Pass Program Policy Changes
- DISCUSSION OF ADVERTISING MAC MEETINGS

ADJOURN

There being no further business, Chair Naomi Gunther thanked everyone for participating and adjourned the meeting at 7:52 p.m.

Respectfully submitted,



KAREN BLIGHT
Administrative Assistant

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: October 24th, 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:

5-4.1

“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.

5-4.2

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”.

	July 2007	July 2008
Total pick ups	6826	7849
Percent in “ready window”	93.96%	93.22%
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 (excessively late/missed trips)	.07%	.05%
Total beyond “ready window”	6.04%	6.78%

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.

5-4.3

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%	

5-4.4

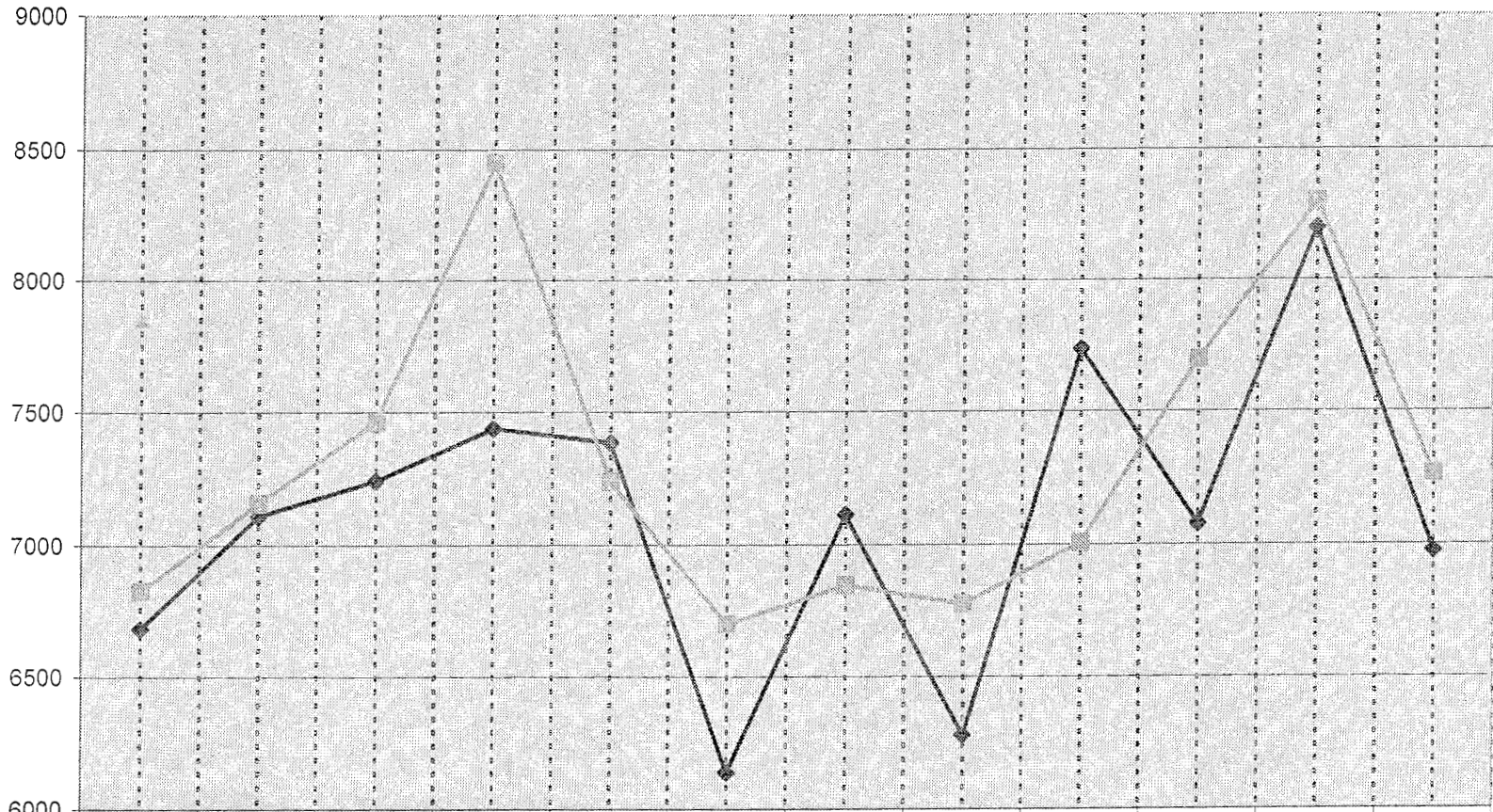
IV. FINANCIAL CONSIDERATIONS

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

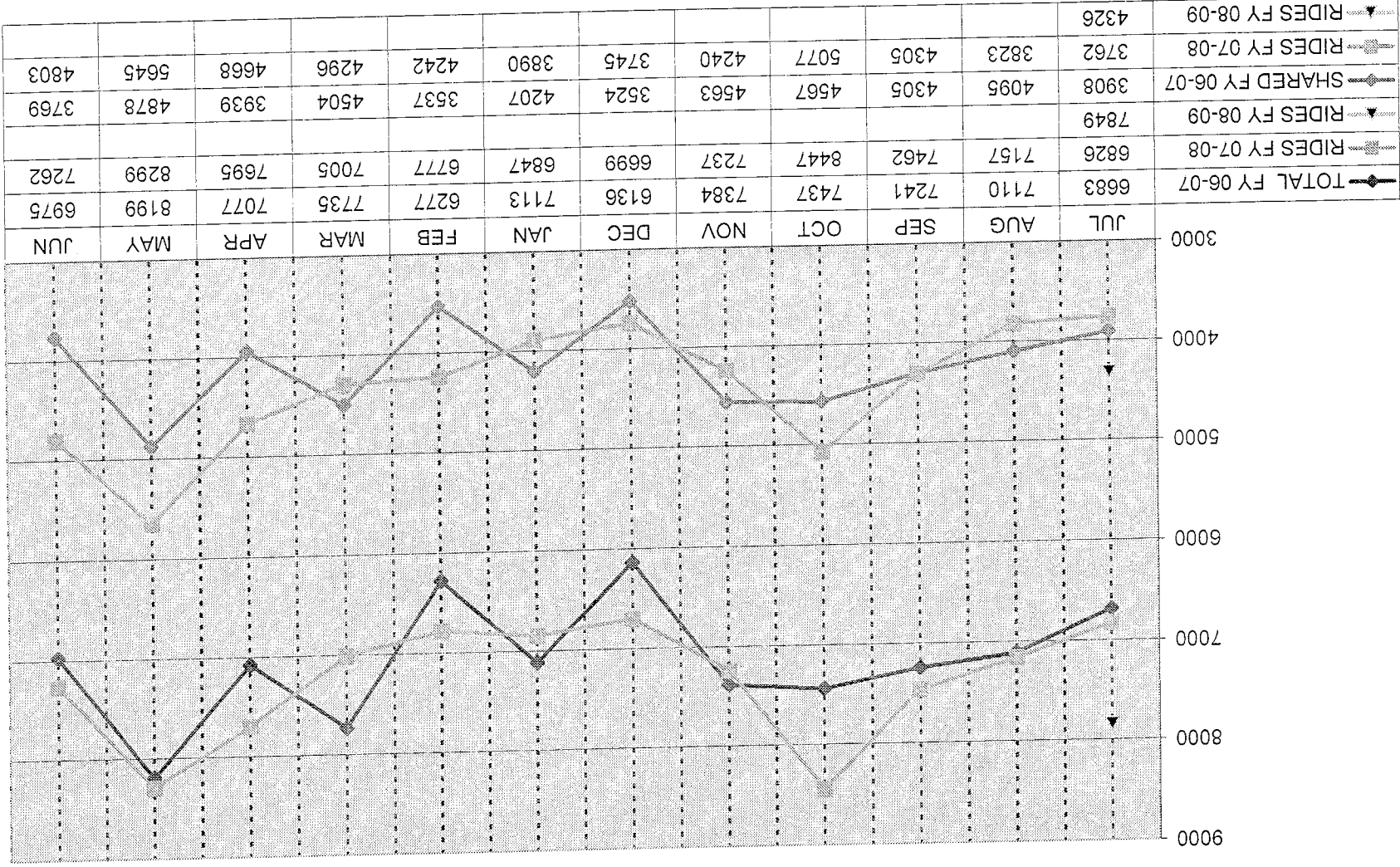


	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
◆ FY 06-07	6683	7110	7241	7437	7384	6136	7113	6277	7735	7077	8199	6975
■ FY 07-08	6826	7157	7462	8447	7237	6699	6847	6777	7005	7695	8299	7262
▲ FY 08-09	7849											

5-4.01

Attachment A

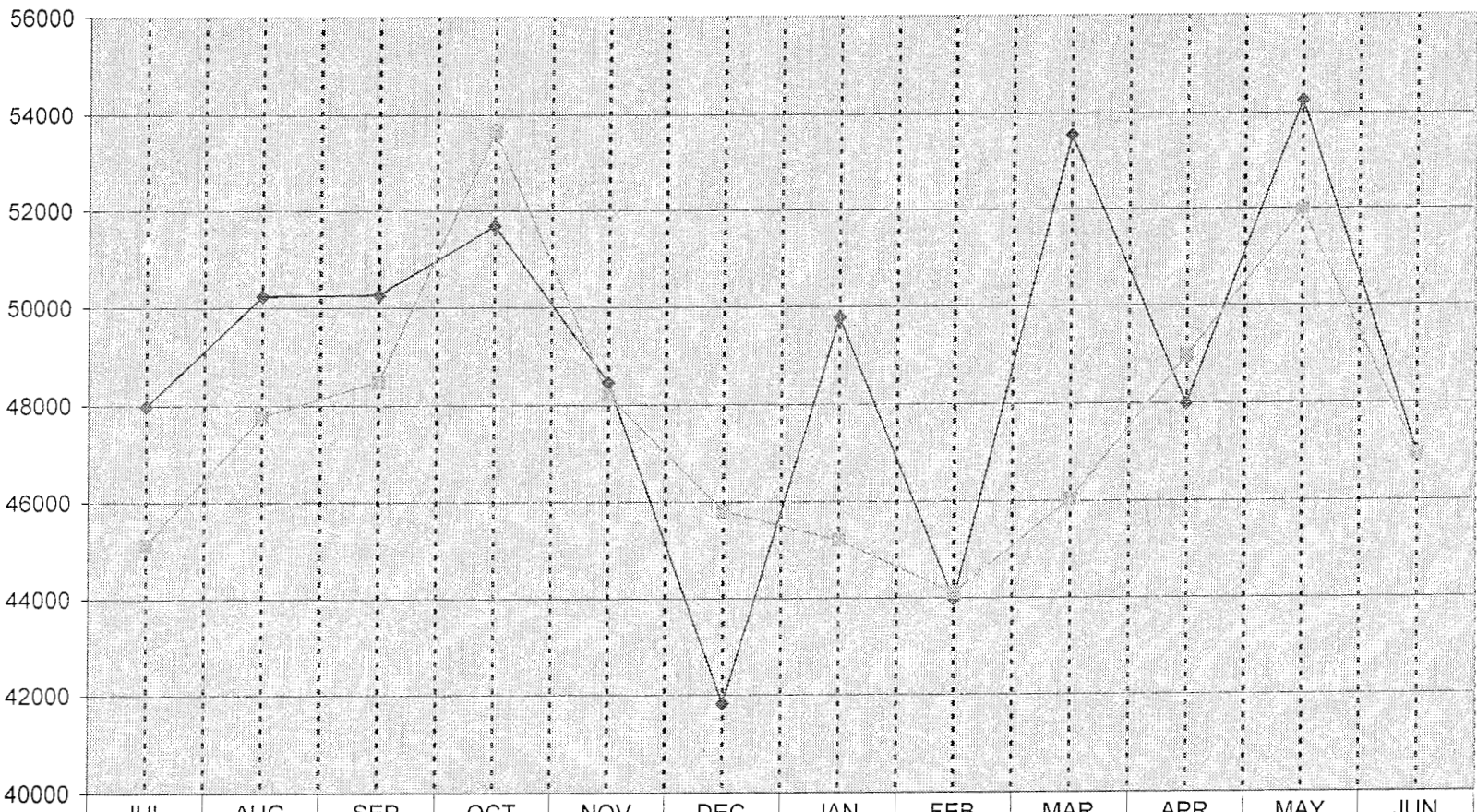
Attachment B



SHARED VS. TOTAL RIDES

19-H-5

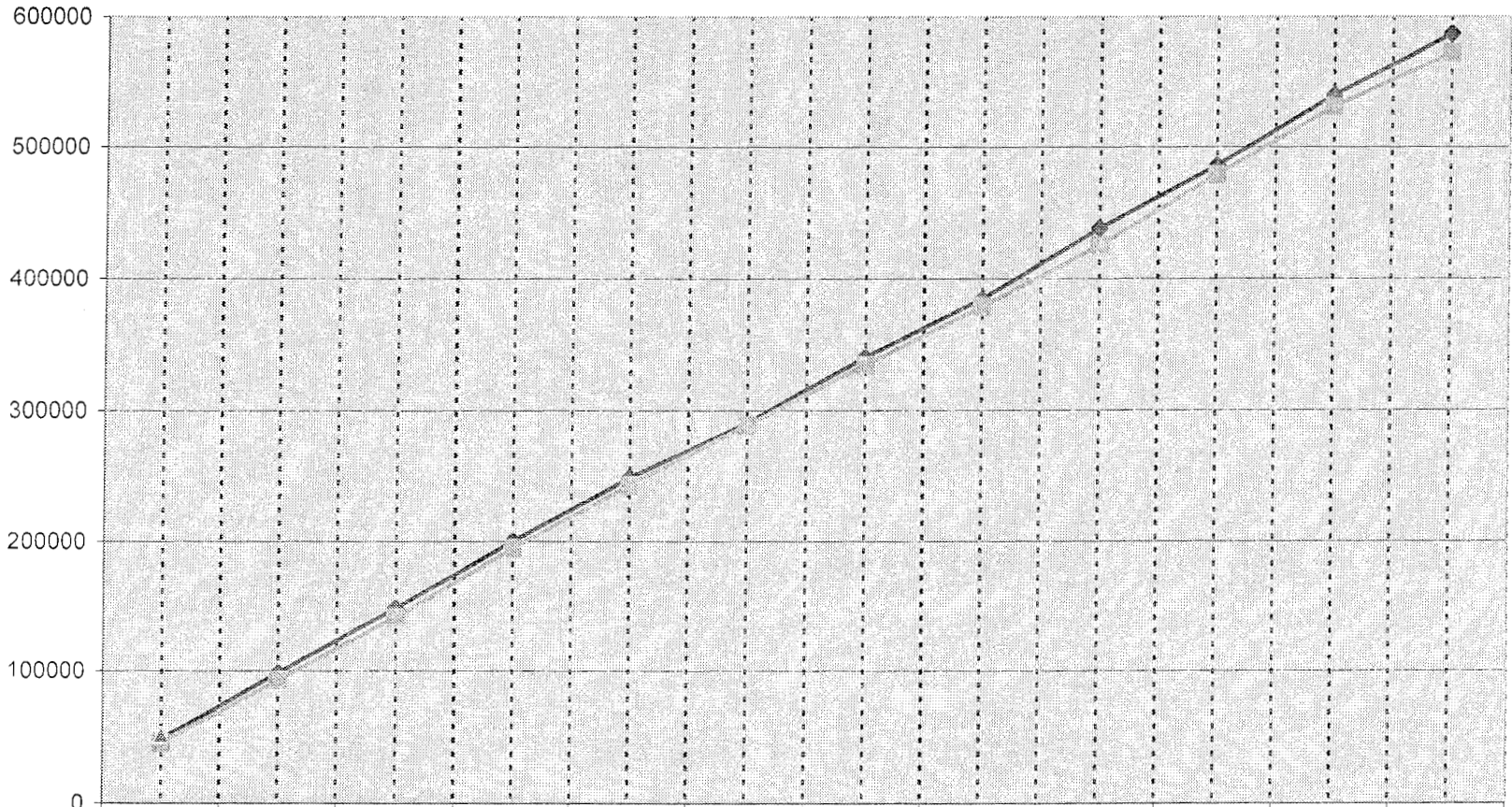
MILEAGE COMPARISON



5-4.c1

Attachment C

YEAR TO DATE MILEAGE

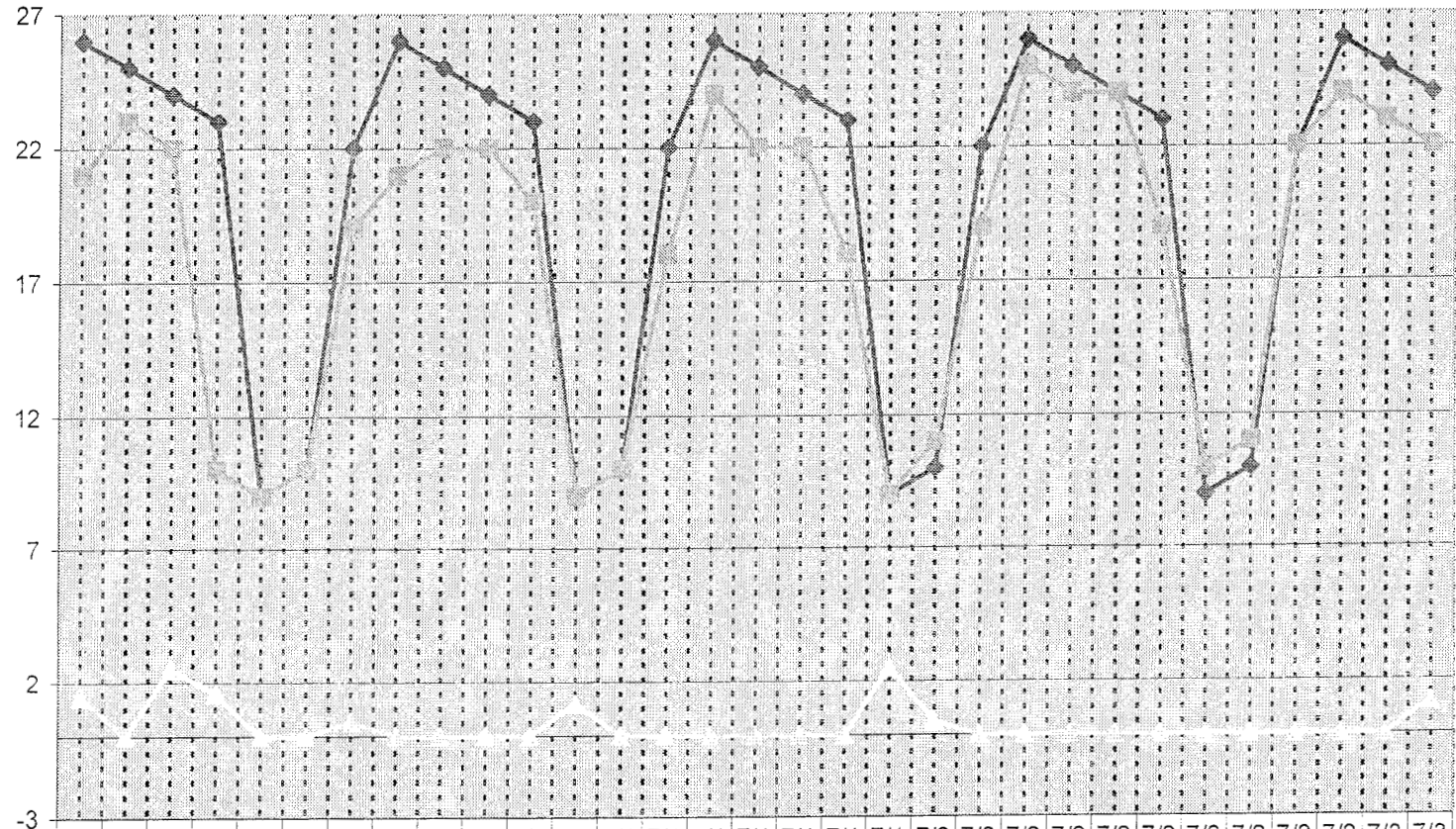


	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
FY 06-07	47981	98213	148468	200145	248601	290429	340205	384181	437715	485704	539959	586935
FY 07-08	45123	92903	141390	195026	243212	289017	334217	378323	424761	478831	530792	572750
FY 08-09	51320											

5-4.d1

5-4.21

DAILY DRIVERS vs. SUBCONS



	7/1 0	7/1 1	7/1 2	7/1 3	7/1 4	7/1 5	7/1 6	7/1 7	7/1 8	7/1 9	7/2 0	7/2 1	7/2 2	7/2 3	7/2 4	7/2 5	7/2 6	7/2 7	7/2 8	7/2 9	7/3 0	7/3 1										
#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								
#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	2.5	0.5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.2

Attachment E

Santa Cruz METRO August 2008 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	5,237.28	438.33	\$ 2,476	8,524	2,873	19	1,437	98	57	18	3	1,854	11	14,894	2.84	33.98	28	953
16	10,343.49	827.84	\$ 6,327	15,924	4,831	71	3,590	130	165	42	25	4,122	14	28,914	2.80	34.93	20	1705
19	4,075.61	310.42	\$ 2,014	4,652	1,378	27	1,168	46	79	9	5	1,811	4	9,179	2.25	29.57	11	546
3	2,386.02	172.89	\$ 1,633	212	142	9	731	73	160	36	63	1,568	101	3,095	1.30	17.90	5	75
4	1,485.86	153.99	\$ 1,432	77	17	25	588	673	302	16	32	3,947	10	5,687	3.83	36.93	31	110
7	1,094.10	98.01	\$ 351	43	32	14	140	46	74	3	18	1,309	0	1,679	1.53	17.13	16	13
9	455.32	24.15	\$ 106	6	13	1	52	5	18	0	2	161	0	258	0.57	10.68	2	6
20	5,951.68	396.73	\$ 2,647	4,654	1,052	32	1,420	148	159	29	20	2,243	133	9,890	1.66	24.93	20	589
31	2,236.22	115.14	\$ 1,100	29	43	20	633	30	22	14	4	959	1	1,755	0.78	15.24	12	184
32	750.58	44.46	\$ 171	15	12	3	102	1	5	0	0	144	1	283	0.38	6.37	0	10
33	124.65	5.75	\$ 85	0	0	0	52	10	0	0	2	44	0	108	0.87	18.78	0	0
34	69.80	4.42	\$ 42	0	1	0	22	3	0	0	0	29	0	55	0.79	12.44	0	0
35	38,328.20	1,922.96	\$ 32,058	318	446	217	17,722	950	1,390	320	183	18,070	10	39,626	1.03	20.61	71	2861
40	2,521.78	102.52	\$ 1,155	78	10	2	597	7	93	21	7	371	4	1,190	0.47	11.61	0	155
41	3,103.38	128.83	\$ 1,077	149	130	22	605	12	14	10	14	343	35	1,334	0.43	10.35	1	190
42	3,501.81	130.01	\$ 1,017	85	36	11	596	7	50	5	1	393	12	1,196	0.34	9.20	0	141
53	1,169.28	82.59	\$ 411	4	13	5	190	16	79	9	1	472	1	790	0.68	9.57	37	41
54	2,217.30	128.49	\$ 619	10	11	6	342	21	51	4	2	479	0	926	0.42	7.21	6	55
55	2,832.06	192.51	\$ 1,357	24	14	92	727	50	128	11	6	1,589	2	2,643	0.93	13.73	36	101
56	2,211.09	97.65	\$ 558	0	0	36	235	18	64	20	6	264	0	643	0.29	6.58	3	37
66	6,742.09	580.29	\$ 10,275	385	370	86	5,545	451	677	123	73	8,334	14	16,058	2.38	27.67	197	533
68	5,126.50	423.04	\$ 6,529	347	320	54	3,503	257	357	82	39	5,663	7	10,629	2.07	25.13	153	357
68N	1,914.25	137.42	\$ 1,666	85	80	8	1,003	36	62	0	0	1,332	0	2,606	1.36	18.96	31	128
69	3,507.44	316.79	\$ 6,083	367	319	59	3,263	253	375	61	48	4,300	18	9,063	2.58	28.61	68	367
69A	15,029.86	807.34	\$ 20,108	380	443	157	11,171	1,275	1,392	128	137	10,125	14	25,222	1.68	31.24	202	908
69N	1,742.90	139.99	\$ 1,695	112	47	20	1,014	39	58	1	0	1,148	0	2,439	1.40	17.42	23	98
69W	14,596.18	812.77	\$ 19,925	504	442	357	11,157	878	1,160	165	117	10,883	23	25,686	1.76	31.60	151	1121
71	50,390.53	2,884.16	\$ 60,402	926	1,237	855	33,443	2,933	3,954	434	363	30,067	68	74,280	1.47	25.75	434	3936
72	5,523.08	267.06	\$ 3,915	9	46	10	2,006	144	391	34	79	1,719	0	4,438	0.80	16.62	21	89
74	3,402.08	197.76	\$ 3,592	2	36	6	1,996	139	338	11	22	1,005	0	3,555	1.04	17.98	24	22
75	6,818.76	410.75	\$ 10,789	28	35	21	5,842	234	941	90	98	2,892	0	10,181	1.49	24.79	74	202
76	2,102.48	110.83	\$ 1,166	2	7	4	560	51	162	14	13	553	0	1,366	0.65	12.33	9	31
79	1,647.72	96.24	\$ 1,778	3	16	12	805	90	262	27	52	810	0	2,077	1.26	21.58	75	9
91x	5,870.80	253.18	\$ 2,803	143	150	108	1,481	316	129	62	17	1,755	1	4,162	0.71	16.44	2	278
UC Supp.	1,289.19	5.25	\$ 412	2,321	422	7	224	9	18	2	2	340	3	3,348	2.60	637.71	0	128
Unknown	-	-	\$ 3.75	1	2	0	2	0	1	0	0	0	0	6	-	-	-	0
TOTAL	215,801.39	12,820.56	\$207,776	40,419	15,026	2,376	113,964	9,449	13,187	1,801	1,454	121,098	487	319,261	1.48	24.90	1,763	15,979
ROUTE	REVENUE	VTA/SC	ECO	Full	S/D	17	Passes/	Passengers		Passengers								
		Day Pass	CalTrain	Pass	Fare	Tickets	Riders	Day Pass	Free Rides	RIDERSHIP	Per Mile	Per Hour	W/C	Bike				
17	44,821.01	1,450.98	\$ 53,641	18	93	297	10,330	1,385	1,555	153	12,352	26,183	0.58	18.05	76	1998		

5-5.1

August Ridership	345,444
August Revenue	\$261,418

**Santa Cruz METRO
August 2007 Ridership Report**

ROUTE	REVENUE	RIDERSHIP	UC		Day Pass	S/D		W/C	S/D		Cabrillo	Bike	Passes/ Free Rides
			Student	Faculty		Riders	Day Pass						
10	\$ 3,069.65	16,335	8,700	3,699	24	87	31	6	23	831	1,935		
13	\$ -	-	-	-	-	-	-	-	-	-	-		
15	\$ -	-	-	-	-	-	-	-	-	-	-		
16	\$ 6,856.41	29,420	15,694	5,393	46	202	19	21	56	1,550	3,777		
19	\$ 2,158.81	9,409	4,857	1,587	27	115	8	15	20	432	1,509		
3	\$ 1,944.36	3,660	206	246	34	174	21	18	18	55	1,779		
4	\$ 1,333.63	5,040	72	62	21	266	42	38	34	109	3,524		
7	\$ 503.82	1,945	98	47	8	72	19	13	19	25	1,422		
9	\$ 119.21	207	-	14	7	5	-	-	1	-	121		
12A	\$ -	-	-	-	-	-	-	-	-	-	-		
20	\$ 2,655.30	10,052	4,334	1,548	21	160	15	8	42	489	2,208		
31	\$ 1,152.24	1,673	8	58	13	24	3	5	6	101	847		
32	\$ 234.74	276	2	7	2	4	-	1	-	14	119		
33	\$ 64.40	72	-	-	1	-	-	-	-	-	24		
34	\$ 26.00	20	-	-	-	-	-	-	-	-	3		
35	\$ 31,751.51	38,504	312	399	351	1,267	51	198	178	2,281	17,069		
40	\$ 1,147.34	1,169	32	21	40	37	-	12	-	121	458		
41	\$ 1,039.01	1,239	75	74	5	30	-	-	6	212	389		
42	\$ 1,053.11	1,185	46	18	6	57	-	5	19	139	400		
53	\$ 549.95	967	8	31	12	90	43	7	4	37	539		
54	\$ 448.69	775	3	14	5	44	7	2	10	29	450		
55	\$ 1,354.46	2,577	21	26	21	129	39	31	89	69	1,550		
56	\$ 557.26	865	3	9	11	41	12	9	15	32	500		
66	\$ 12,221.79	16,123	260	296	161	749	199	75	71	427	7,322		
68	\$ 6,925.89	10,808	394	353	90	398	87	69	24	238	5,499		
68N	\$ 1,908.82	2,736	97	118	1	87	19	1	8	105	1,246		
69	\$ 6,769.92	10,102	434	378	64	473	74	33	63	409	4,706		
69A	\$ 19,871.00	25,164	333	499	154	1,263	220	140	125	881	10,491		
69N	\$ 1,889.85	2,959	128	85	2	92	25	-	13	178	1,472		
69W	\$ 19,501.97	25,092	453	437	193	1,076	172	141	240	1,034	10,979		
70	\$ -	-	-	-	-	-	-	-	-	-	-		
71	\$ 59,148.57	69,820	804	1,273	495	3,677	425	301	773	3,431	27,017		
72	\$ 4,247.86	4,151	9	9	63	281	28	34	26	115	1,361		
74	\$ 3,385.57	3,267	9	25	21	234	33	21	7	35	985		
75	\$ 9,065.98	8,669	6	34	89	890	48	71	37	207	2,431		
76	\$ 753.83	798	2	12	7	89	10	11	2	25	254		
79	\$ 1,886.60	2,208	4	11	43	214	112	78	30	14	957		
88	\$ -	-	-	-	-	-	-	-	-	-	-		
91	\$ 3,126.68	4,686	129	180	72	101	12	22	116	314	2,068		
UC Supplemental	\$ -	-	-	-	-	-	-	-	-	-	-		
Unknown	\$ 69.58	198.58	227	18	-	2	1	11	15	10	89		
TOTAL	\$ 208,793.81	312,172	37,760	16,981	2,110	12,430	1,775	1,397	2,090	13,949	115,500		

ROUTE	REVENUE	RIDERSHIP	VTA/SC		17 Day Pass	S/D Riders	W/C	METRO	ECO Pass	Bike	Monthly Pass
			Day Pass	CalTrain							
17	\$ 42,918.64	20,988	35	43	145	1,506	37	5,128	87	1,563	9,920

RIDERSHIP	
Palm Beach	68
TOTAL	68

August Ridership	333,228
August Revenue	\$ 251,712.45

5-5.2

BUS OPERATOR LIFT TEST *PULL-OUT*

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

5-5.3

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

PASSENGER LIFT PROBLEMS

MONTH OF AUGUST 2008

BUS #	DATE	DAY	REASON
9822LF	1-Aug	Friday	Ramp won't raise unless you pull up on handle strap manually.
2201CG	2-Aug	Saturday	WC has a hard time stowing.
2235CN	3-Aug	Sunday	When kneel low air.
9801LF	3-Aug	Sunday	Ramp slow to deploy.
8100F	4-Aug	Monday	"Kneeler" beeper doesn't stop -put it in "hold" position but kneeling light & interlock came "on" -on highway!
9817LF	5-Aug	Tuesday	Lift not working. WC ramp will not work-stowing -free falls.
2304OR	5-Aug	Tuesday	Lift won't work.
2303OR	7-Aug	Thursday	Kneel does not beep.
9829LF	7-Aug	Thursday	Ramp does not deploy. To stow, up to 12 o'clock normal, then slams down to the floor!
9829LF	8-Aug	Friday	Ramp is stuck have to deploy by picking up. Ramp very slow to stow.
2216CN	9-Aug	Saturday	Ramp not working.
9829LF	11-Aug	Monday	Ramp not working with switch. Also when returning, it falls dangerously hard!!
9817LF	12-Aug	Tuesday	Ramp does not deploy.
8103F	13-Aug	Wednesday	Kneeler won't stay down.
9801LF	14-Aug	Thursday	Kneel will not release.
8103F	14-Aug	Thursday	Kneel does not stay down.
9817LF	15-Aug	Friday	Ramp does not deploy.
9830LF	18-Aug	Monday	Ramp only works manually.
9833G	18-Aug	Monday	Power lift sticks.
2223CN	19-Aug	Tuesday	You have to manually lift the lift.
2306OR	20-Aug	Wednesday	Not coming out of kneel.
8100F	21-Aug	Thursday	Kneel slow in the rebound.
9801LF	24-Aug	Sunday	Ramp is not deploying.
9812LF	25-Aug	Monday	Electric shock coming through kneel button on dash.
8083F	25-Aug	Monday	Lift stuck in out position.
9835G	25-Aug	Monday	Lift stuck out (ran fine @pretrip) Fixed
8100F	26-Aug	Tuesday	Takes 2-5 minutes to raise up from kneel position.

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

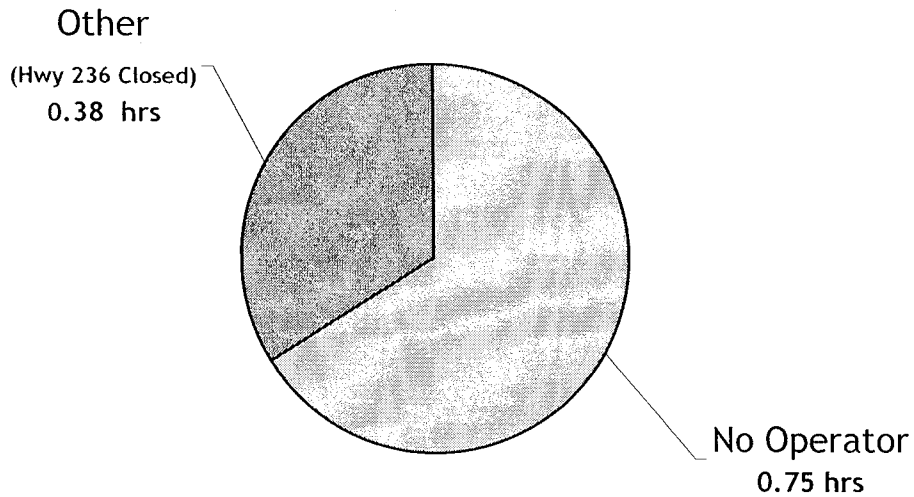
Note: Lift operating problems that cause delays of less than 30 minutes.

5-5.4

Dropped Service for FY 2009

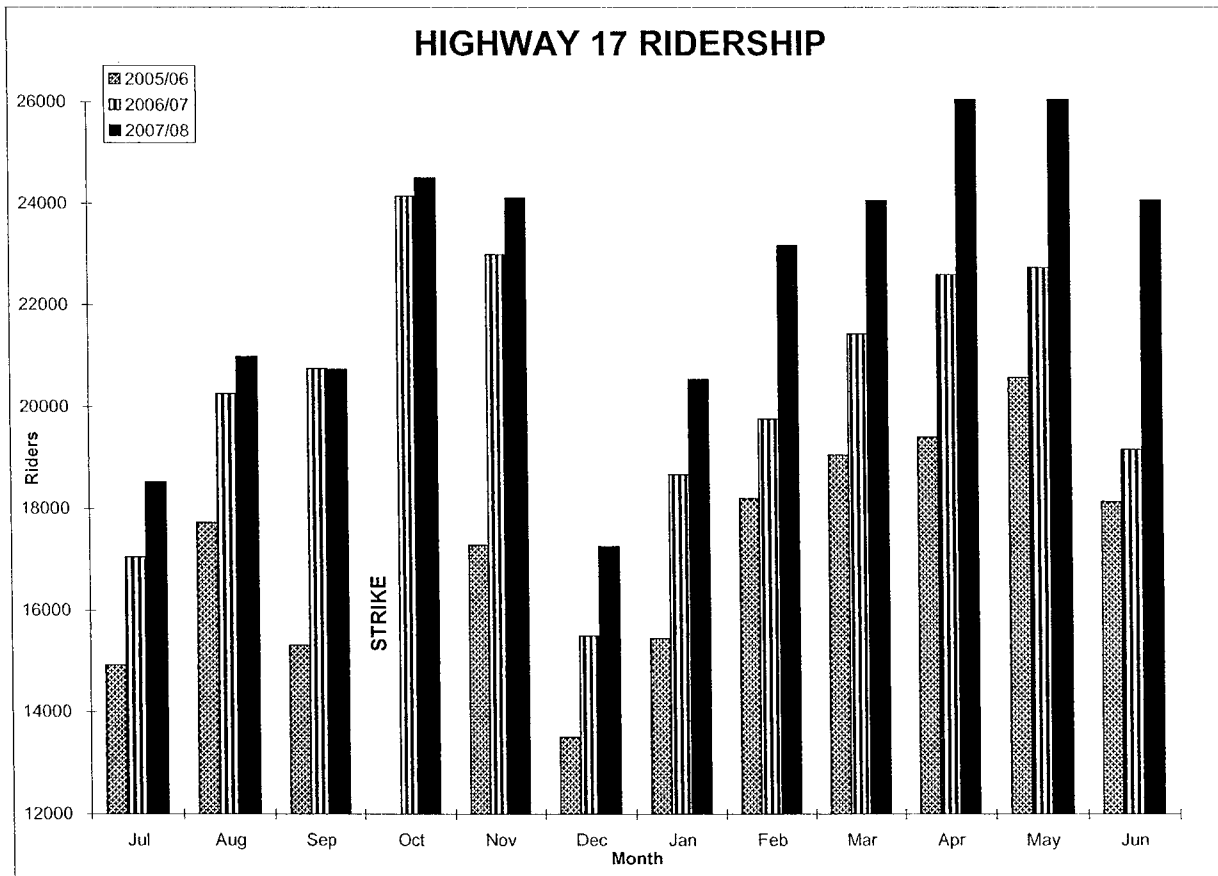
	FY 2006/07		FY 2007/08		FY 2008/09	
	Dropped Hours	Dropped Miles	Dropped Hours	Dropped Miles	Dropped Hours	Dropped Miles
July	5.02	96.88	5.53	90.97	81.53	1482.81
August	15.02	276.46	4.93	110.45	1.13	23.95
September	11.30	160.72	9.00	191.05		
October	37.52	540.19	9.52	122.24		
November	37.55	477.48	3.32	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		
TOTAL	227.96	3,292.71	285.70	4,004.99	82.67	1,506.76

Dropped Service Breakdown for August 2008



HIGHWAY 17 - JUNE 2008

	JUNE			YTD		
	This Year	Last Year	%	This Year	Last Year	%
FINANCIAL						
Cost	\$ 145,638	\$ 133,424	9.2%	\$ 1,722,320	\$ 1,611,534	6.9%
Farebox	\$ 77,039	\$ 62,510	23.2%	\$ 896,325	\$ 818,902	9.5%
Operating Deficit	\$ 58,598	\$ 64,967	(9.8%)	\$ 687,457	\$ 716,592	(4.1%)
Santa Clara Subsidy	\$ 29,299	\$ 32,484	(9.8%)	\$ 343,729	\$ 358,296	(4.1%)
METRO Subsidy	\$ 29,299	\$ 32,484	(9.8%)	\$ 343,729	\$ 358,296	(4.1%)
San Jose State Subsidy	\$ -	\$ -		\$ 19,275	\$ 19,328	(0.3%)
AMTRAK Subsidy	\$ 10,000	\$ 5,947	68.2%	\$ 119,262	\$ 56,711	110.3%
STATISTICS						
Passengers	24,058	19,162	25.6%	270,279	245,038	10.3%
Revenue Miles	40,666	40,666	0.0%	494,839	492,089	0.6%
Revenue Hours	1,525	1,525	0.0%	18,556	18,453	0.6%
Passengers/Day	802	639	25.6%	738	671	10.0%
Passengers/Weekday	915	675	35.6%	868	808	7.4%
Passengers/Weekend	539	555	(2.9%)	440	362	21.5%
PRODUCTIVITY						
Cost/Passenger	\$ 6.05	\$ 6.96	(13.1%)	\$ 6.37	\$ 6.58	(3.1%)
Revenue/Passenger	\$ 3.20	\$ 3.26	(1.8%)	\$ 3.32	\$ 3.34	(0.8%)
Subsidy/Passenger	\$ 2.44	\$ 3.39	(28.2%)	\$ 2.61	\$ 3.00	(12.9%)
Passengers/Mile	0.59	0.47	25.6%	0.55	0.50	9.7%
Passengers/Hour	15.78	12.57	25.6%	14.57	13.28	9.7%
Recovery Ratio	52.9%	46.9%	12.9%	52.0%	50.8%	2.4%



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: October 24, 2008
TO: Board of Directors
FROM: Mark J. Dorfman, Assistant General Manager
SUBJECT: UNIVERSITY OF CALIFORNIA – SANTA CRUZ SERVICE UPDATE

I. RECOMMENDED ACTION

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

II. SUMMARY OF ISSUES

- UCSC Spring service ended on June 12, 2008.
- Overall UCSC trips for August 2008 increased by 1.3% versus August 2007.
- Student trips for August 2008 increased by 7.1% versus August 2007.
- Faculty/staff trips for August 2008 decreased by (11.5%) versus August 2007.
- Revenue received from UCSC for August 2008 was \$71,021 versus \$55,280 for August 2007, an increase of 28.5%.

III. DISCUSSION

Average weekday ridership was up 3.1% on the Route 16, 3.3% on Route 19 and 5.1% on Route 20. Route 10 showed a slight decrease of (1.8%) in average weekday ridership. Bike usage continues to grow significantly on all UC routes. Route 19 had the highest increase at 26.4%, followed by 20.9% on Route 20, 14.7% on Route 10 and 9.4% on Route 16.

IV. FINANCIAL CONSIDERATIONS

NONE

V. ATTACHMENTS

- Attachment A:** UCSC Ridership Chart for August 2008
Attachment B: UCSC Student Billable Trips
Attachment C: UCSC Faculty / Staff Billable Trips

5-7.1

UC Ridership for Fiscal Year 2009

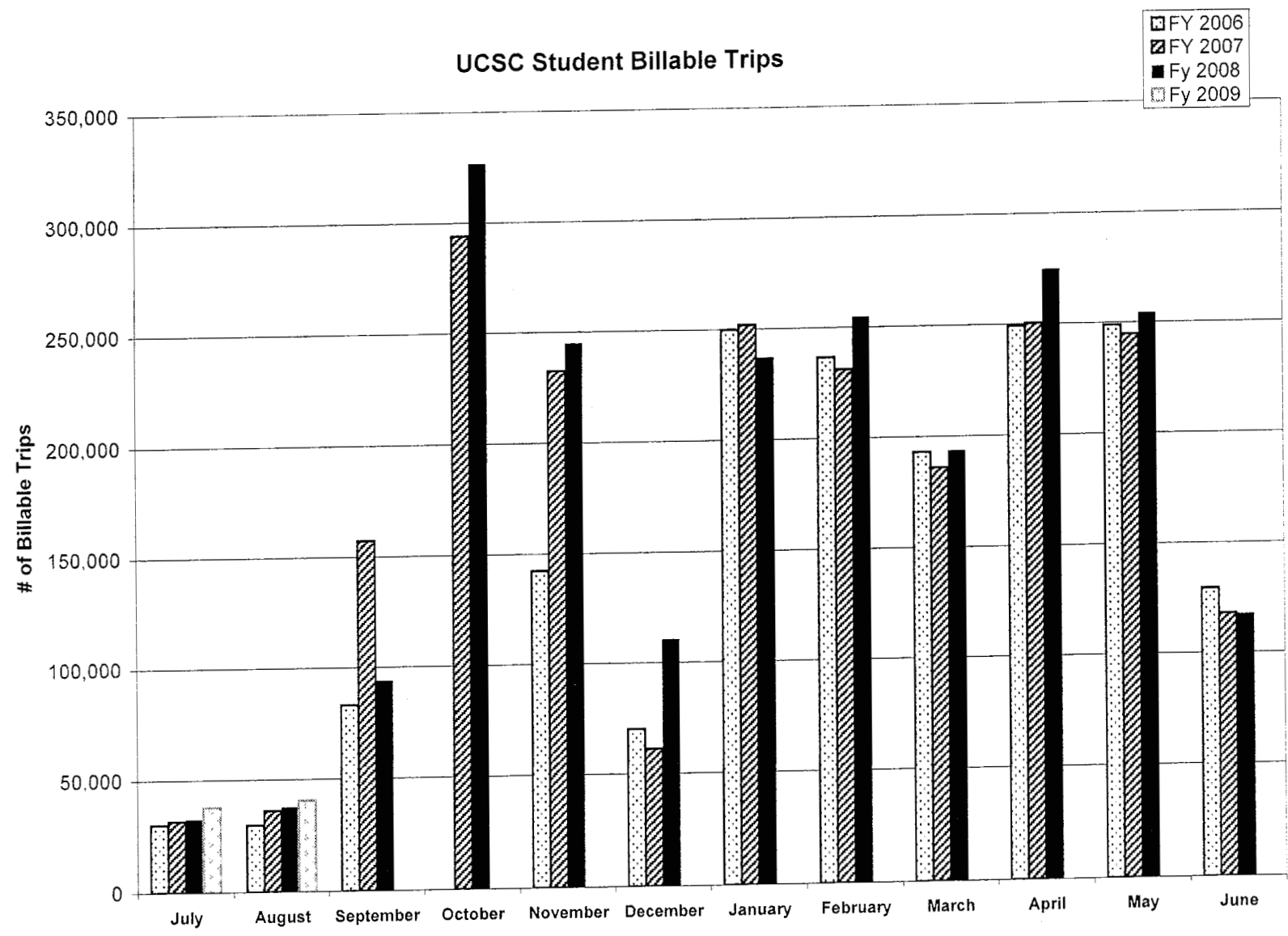
August 2008	Student Ridership			Faculty/ Staff Ridership			Average Student Ridership Per School-Term Day			Average Faculty/Staff Ridership Per Weekday		
	FY 2008	FY 2007	%	FY 2008	FY 2007	%	FY 2008	FY 2007	%	FY 2008	FY 2007	%
Regular Service	38,104	37,753	0.9%	14,605	16,980	-14.0%	-	-	-	571.3	672.1	-15.0%
Summer Supplemental	2,315	-	-	421	-	-	-	-	-	26.3	-	-
TOTAL	40,419	37,753	7.1%	15,026	16,980	-11.5%	-	-	-	597.6	672.1	-11.1%

5-7.01

Attachment A

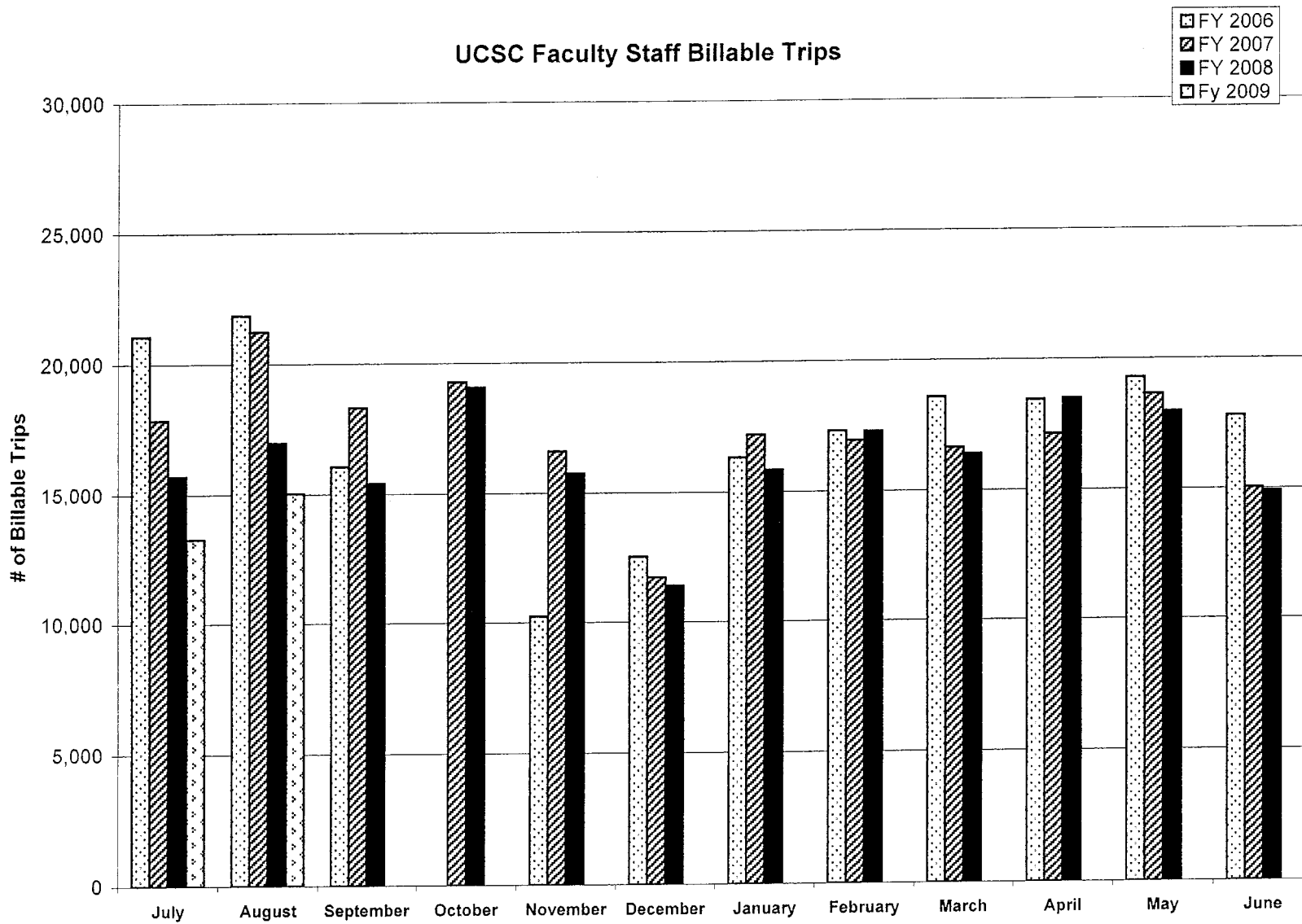
5-7.61

UCSC Student Billable Trips



Attachment B

UCSC Faculty Staff Billable Trips



5-7.01

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: October 24, 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 continuing site work on 120 Golf Club Drive property.
 - Preparations for site pavement and painting exterior walls are commencing.
 - AT&T completed installation of telephone lines.
 - Elevator installation is in the final stages of completion, coordinating with ADT for access phone lines.
 - Sidewalk preparation is occurring on the Vernon Street side.
 - West Bay is assembling the shelves for the parts room.
- Operations Building
 - RNL Design is working on the re-package of the Operation Building.
- Vernon Administration Building
 - Request for proposals was sent out and METRO received six bids. METRO has interview the firms and has chosen Wald, Ruhnke & Dost Architects LLP in the amount of \$209,000.

III. DISCUSSION

West Bay Builders is continuing site work on 120 Golf Club Drive. West Bay Builders has installed rebar frame through-out the site and is preparing to pour concrete. While the concrete cures, West Bay Builders will continue with other items inside and outside the building. Painting the exterior walls, testing already installed equipment, installation of parts room shelving, and other punch list items. Elevator installation can complete with the work that was completed by AT&T on October 2, 2008. AT&T installed and connected all the telephone lines into the Maintenance Building. With these lines, ADT will be monitoring the elevator and life-safety systems in the building.

5-8.1

Other work around the building is the sidewalks on the Vernon Street side. Construction on this side of the street is a challenge due to the steep elevation that the sidewalk and driveway must blend into.

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.

On June 23, 2008, request for proposals was sent out for architectural services for the design and remodel of the 110 Vernon Street Building. This building will be the new Administration and the METRO staff currently located at 370 Encinal Street will be move to the new Administration Building. On August 25, 2008, METRO received six bids from local firms. METRO interviewed the firms and chose Wald, Ruhnke & Dost Architects LLP. A staff report is being presented for the October 10, 2008 Board Meeting for action to authorize the General Manager to execute a contract with Wald, Ruhnke & Dost Architects LLP for architect and engineering services for the amount of \$213,000.

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:

- West Bay Builders continuing site work on 120 Golf Club Drive property. Preparation of site concrete, exterior wall painting, and Vernon sidewalk
- RNL Design continuing to work with the Operations Building re-package.s
- METRO choosing Wald, Ruhnke & Dost Architects for Vernon Administration Building

Previous information regarding the MetroBase Project:

- A. Maintenance Building (IFB 06-01)
 - West Bay preparation on site concrete and exterior wall painting.
 - 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 being considered as the Architectural & Engineering firm for this project.

5-8.2

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

NONE

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: October 24, 2008

TO: Board of Directors

FROM: Angela Aitken, Finance Manager 

SUBJECT: MONTHLY BUDGET STATUS REPORTS FOR JULY 2008 AND AUGUST 2008.

I. RECOMMENDED ACTION

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

II. SUMMARY OF ISSUES

- **Operating Revenues** for the months of July and August 2008 were \$78K or 4 % over the amount of revenue expected for July 2008, and \$18K or 1 % over the amount of revenue expected for August 2008.
- **Consolidated Operating Expenses** for the month of July 2008 were \$412K or 13% under budget and \$422K or 13% under budget for the month of August 2008.
- **Capital Budget** spending year to date through July 2008 was \$353K or 1% of the Capital budget and \$728K through August 2008 or 2% 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 17%.

5-9.1

A. Operating Revenue

For the months of July and August 2008 revenue was \$78K or 4 % over the amount of revenue expected for July 2008, and \$18K or 1 % over the amount of revenue expected for August 2008. 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 July 2008 were \$412K or 13% under budget; 11% over where we were in FY08. Total Operating Expense by Department for the month of August 2008 were \$422K or 13% under budget; 2% over where we were in FY08. Majority of the variance is due to lower than anticipated Personnel, Prof & Tech Fees, Repair - Equipment and Fuel & Lube Rev Vehicles expenses.

C. Consolidated Operating Expenses

Consolidated Operating Expenses for the month of July 2008 were \$412K or 13% under budget. For the month of August 2008 Consolidated Operating Expenses were \$422K or 13% under budget. Personnel Expenses, Prof & Tech Fees, Repair-Equipment, Fuels & Lube Rev Veh, Rev Vehicle Parts, 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 July 2008 was \$353K or 1% of the Capital budget and \$728K through August 2008 or 2% of the Capital Budget. Of this, \$67K or 2% has been spent of the MetroBase Maintenance Facility line item and \$615K or 18% has been spent on the CNG Bus Conversions.

IV. FINANCIAL CONSIDERATIONS

None

IV. ATTACHMENTS

- Attachment A:**
- FY08 Operating Revenue for the month ending – 07/31/08
 - FY08 Operating Expenses by Department for the month ending – 07/31/08
 - FY08 Consolidated Operating Expenses for the month ending – 07/31/08
 - FY08 Capital Budget Reports for the month ending – 07/31/08

5-9.2

Attachment B: FY08 Operating Revenue for the month ending – 08/31/08
 FY08 Operating Expenses by Department for the month ending – 08/31/08
 FY08 Consolidated Operating Expenses for the month ending – 08/31/08
 FY08 Capital Budget Reports for the month ending – 08/31/08

5-9.3



FY08
Operating Revenue
For the month ending - July 31, 2008

Percent of Year Elapsed - 8%

Revenue Source	Current Period					Year to Date				YTD Year Over Year Comparison			
	Actual	Budget	\$ Var	% Var	Notes	Actual	Budget	\$ Var	% Var	FY09 Actual	FY08 Actual	\$ Var	% Var
Passenger Fares	\$ 320,485	\$ 300,923	\$ 19,562	7%		\$ 320,485	\$ 300,923	\$ 19,562	7%	\$ 320,485	\$ 315,969	\$ 4,516	1%
Paratransit Fares	\$ 19,822	\$ 19,783	\$ 39	0%		\$ 19,822	\$ 19,783	\$ 39	0%	\$ 19,822	\$ 15,403	\$ 4,419	29%
Special Transit Fares	\$ 87,473	\$ 81,205	\$ 6,268	8%		\$ 87,473	\$ 81,205	\$ 6,268	8%	\$ 87,473	\$ 67,521	\$ 19,952	30%
Highway 17 Fares	\$ 80,687	\$ 58,812	\$ 21,875	37%		\$ 80,687	\$ 58,812	\$ 21,875	37%	\$ 80,687	\$ 60,568	\$ 20,119	33%
Highway 17 Payments	\$ 40,600	\$ 49,411	\$ (8,811)	-18%		\$ 40,600	\$ 49,411	\$ (8,811)	-18%	\$ 40,600	\$ 50,127	\$ (9,527)	-19%
Subtotal Passenger Revenue	\$ 549,067	\$ 510,134	\$ 38,933	8%	1	\$ 549,067	\$ 510,134	\$ 38,933	8%	\$ 549,067	\$ 509,588	\$ 39,479	8%
Commissions	\$ -	\$ 457	\$ (457)	-100%		\$ -	\$ 457	\$ (457)	-100%	\$ -	\$ 694	\$ (694)	-100%
Advertising Income	\$ 16,755	\$ 7,700	\$ 9,055	118%	2	\$ 16,755	\$ 7,700	\$ 9,055	118%	\$ 16,755	\$ 24,261	\$ (7,506)	-31%
Rent Income - SC Pacific Station	\$ 7,378	\$ 6,919	\$ 459	7%		\$ 7,378	\$ 6,919	\$ 459	7%	\$ 7,378	\$ 8,137	\$ (759)	-9%
Rent Income - Watsonville TC	\$ 4,167	\$ 3,851	\$ 316	8%		\$ 4,167	\$ 3,851	\$ 316	8%	\$ 4,167	\$ 4,753	\$ (586)	-12%
Rent Income - General	\$ 5,100	\$ -	\$ 5,100	100%		\$ 5,100	\$ -	\$ 5,100	100%	\$ 5,100	\$ -	\$ 5,100	100%
Interest Income	\$ 48,236	\$ 23,703	\$ 24,533	104%	3	\$ 48,236	\$ 23,703	\$ 24,533	104%	\$ 48,236	\$ 106,489	\$ (58,253)	-55%
Other Non-Transp Revenue	\$ 118	\$ -	\$ 118	100%		\$ 118	\$ -	\$ 118	100%	\$ 118	\$ 499	\$ (381)	-76%
Sales Tax Revenue	\$ 1,207,900	\$ 1,207,900	\$ -	0%		\$ 1,207,900	\$ 1,207,900	\$ -	0%	\$ 1,207,900	\$ 1,205,400	\$ 2,500	0%
Transp Dev Act (TDA) - Op Asst	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Subtotal Other Revenue	\$ 1,289,654	\$ 1,250,530	\$ 39,124	3%		\$ 1,289,654	\$ 1,250,530	\$ 39,124	3%	\$ 1,289,654	\$ 1,350,233	\$ (60,579)	-4%
FTA Sec 5307 - Op Asst	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Repay FTA Advance	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
FTA Sec 5311 - Rural Op Asst	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Sec 5303 - AMBAG Funding	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
FTA Sec 5317 - Op Assistance	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Subtotal Grant Revenue	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Subtotal Operating Revenue	\$ 1,838,721	\$ 1,760,664	\$ 78,057	4%		\$ 1,838,721	\$ 1,760,664	\$ 78,057	4%	\$ 1,838,721	\$ 1,859,821	\$ (21,100)	-1%
Total Operating Expenses	\$ 2,810,307					\$ 2,810,307				\$ 2,810,307	\$ 2,542,220		
Variance	\$ (971,586)					\$ (971,586)				\$ (971,586)	\$ (682,399)		
One-Time Revenue													
Transfer (to)/from Capital Reserves	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Transfer (to)/from Cash Flow Res	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Transfer (to)/from W/C Reserve	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Transfer (to)/from Liab Ins Res	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Carryover from Previous Year	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Subtotal One-Time Revenue	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Total Revenue	\$ 1,838,721	\$ 1,760,664	\$ 78,057	4%		\$ 1,838,721	\$ 1,760,664	\$ 78,057	4%	\$ 1,838,721	\$ 1,859,821	\$ (21,100)	-1%
Total Operating Expenses	\$ 2,810,307					\$ 2,810,307				\$ 2,810,307	\$ 2,542,220		
Variance	\$ (971,586)					\$ (971,586)				\$ (971,586)	\$ (682,399)		

5-9.01

Attachment A



FY08
Operating Revenue
For the month ending - July 31, 2008

Percent of Year Elapsed - 8%

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

Current Period Notes:

- 1) **Passenger Revenue** is slightly 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.

5-9.a2



FY08
Operating Expenses by Department
For the month ending - July 31, 2008

	Current Period				Notes	Year to Date				YTD Year Over Year Comparison				
	Actual	Budget	\$ Var	% Var		Actual	Budget	\$ Var	% Var	FY09	FY08	\$ Var	% Var	
Departmental Personnel Expenses														
700 - SCCIC	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%
1100 - Administration	\$ 89,380	\$ 90,309	\$ (929)	-1%		\$ 89,380	\$ 90,309	\$ (929)	-1%		\$ 89,380	\$ 69,361	\$ 20,019	29%
1200 - Finance	\$ 46,909	\$ 46,365	\$ 544	1%		\$ 46,909	\$ 46,365	\$ 544	1%		\$ 46,909	\$ 43,227	\$ 3,682	9%
1300 - Customer Service	\$ 36,897	\$ 37,319	\$ (422)	-1%		\$ 36,897	\$ 37,319	\$ (422)	-1%		\$ 36,897	\$ 33,565	\$ 3,332	10%
1400 - Human Resources	\$ 48,701	\$ 47,083	\$ 1,618	3%		\$ 48,701	\$ 47,083	\$ 1,618	3%		\$ 48,701	\$ 41,213	\$ 7,488	18%
1500 - Information Technology	\$ 42,097	\$ 41,206	\$ 891	2%		\$ 42,097	\$ 41,206	\$ 891	2%		\$ 42,097	\$ 38,366	\$ 3,731	10%
1700 - District Counsel	\$ 37,515	\$ 36,235	\$ 1,280	4%		\$ 37,515	\$ 36,235	\$ 1,280	4%		\$ 37,515	\$ 28,696	\$ 8,819	31%
1800 - Risk Management	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%
2200 - Facilities Maintenance	\$ 75,440	\$ 82,011	\$ (6,571)	-8%		\$ 75,440	\$ 82,011	\$ (6,571)	-8%		\$ 75,440	\$ 68,791	\$ 6,649	10%
3100 - Paratransit Program	\$ 289,193	\$ 285,728	\$ 3,465	1%		\$ 289,193	\$ 285,728	\$ 3,465	1%		\$ 289,193	\$ 215,842	\$ 73,351	34%
3200 - Operations	\$ 187,310	\$ 177,831	\$ 9,479	5%		\$ 187,310	\$ 177,831	\$ 9,479	5%		\$ 187,310	\$ 155,254	\$ 32,056	21%
3300 - Bus Operators	\$ 1,075,480	\$ 1,122,732	\$ (47,252)	-4%		\$ 1,075,480	\$ 1,122,732	\$ (47,252)	-4%		\$ 1,075,480	\$ 938,887	\$ 136,593	15%
4100 - Fleet Maintenance	\$ 321,621	\$ 339,740	\$ (18,119)	-5%		\$ 321,621	\$ 339,740	\$ (18,119)	-5%		\$ 321,621	\$ 305,088	\$ 16,533	5%
9001 - Cobra Benefits	\$ 449	\$ -	\$ 449	100%		\$ 449	\$ -	\$ 449	100%		\$ 449	\$ 1,525	\$ (1,076)	-71%
9005 - Retired Employee Benefits	\$ 131,957	\$ 143,363	\$ (11,406)	-8%		\$ 131,957	\$ 143,363	\$ (11,406)	-8%		\$ 131,957	\$ 118,536	\$ 13,421	11%
9014 - Operating Grants	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%
110020 - Operating Grants	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%
100 - New Flyer Parts Credit	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%
Subtotal Personnel Expenses	\$ 2,382,949	\$ 2,449,922	\$ (66,973)	-3%		\$ 2,382,949	\$ 2,449,922	\$ (66,973)	-3%		\$ 2,382,949	\$ 2,058,351	\$ 324,598	16%
Departmental Non-Personnel Expenses														
700 - SCCIC	\$ 20	\$ -	\$ 20	100%		\$ 20	\$ -	\$ 20	100%		\$ 20	\$ -	\$ 20	100%
1100 - Administration	\$ 17,042	\$ 33,461	\$ (16,419)	-49%		\$ 17,042	\$ 33,461	\$ (16,419)	-49%		\$ 17,042	\$ 45,651	\$ (28,609)	-63%
1200 - Finance	\$ 49,433	\$ 56,504	\$ (7,071)	-13%		\$ 49,433	\$ 56,504	\$ (7,071)	-13%		\$ 49,433	\$ 44,698	\$ 4,735	11%
1300 - Customer Service	\$ 6,056	\$ 8,924	\$ (2,868)	-32%		\$ 6,056	\$ 8,924	\$ (2,868)	-32%		\$ 6,056	\$ 1,135	\$ 4,921	434%
1400 - Human Resources	\$ 1,349	\$ 7,056	\$ (5,707)	-81%		\$ 1,349	\$ 7,056	\$ (5,707)	-81%		\$ 1,349	\$ 6,728	\$ (5,379)	-80%
1500 - Information Technology	\$ 13,890	\$ 15,222	\$ (1,332)	-9%		\$ 13,890	\$ 15,222	\$ (1,332)	-9%		\$ 13,890	\$ 11,587	\$ 2,303	20%
1700 - District Counsel	\$ 1,269	\$ 1,691	\$ (422)	-25%		\$ 1,269	\$ 1,691	\$ (422)	-25%		\$ 1,269	\$ 2,805	\$ (1,536)	-55%
1800 - Risk Management	\$ 3,185	\$ 20,833	\$ (17,648)	-85%		\$ 3,185	\$ 20,833	\$ (17,648)	-85%		\$ 3,185	\$ 4,841	\$ (1,656)	-34%
2200 - Facilities Maintenance	\$ 112,038	\$ 137,312	\$ (25,274)	-18%		\$ 112,038	\$ 137,312	\$ (25,274)	-18%		\$ 112,038	\$ 29,752	\$ 82,286	277%
3100 - Paratransit Program	\$ 50,626	\$ 65,910	\$ (15,284)	-23%		\$ 50,626	\$ 65,910	\$ (15,284)	-23%		\$ 50,626	\$ 52,032	\$ (1,406)	-3%
3200 - Operations	\$ 49,234	\$ 41,747	\$ 7,487	18%		\$ 49,234	\$ 41,747	\$ 7,487	18%		\$ 49,234	\$ 37,247	\$ 11,987	32%
3300 - Bus Operators	\$ -	\$ 334	\$ (334)	-100%		\$ -	\$ 334	\$ (334)	-100%		\$ -	\$ -	\$ -	0%
4100 - Fleet Maintenance	\$ 294,917	\$ 383,620	\$ (88,703)	-23%		\$ 294,917	\$ 383,620	\$ (88,703)	-23%		\$ 294,917	\$ 247,392	\$ 47,525	19%
9001 - Cobra Benefits	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%
9005 - Retired Employee Benefits	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%
9014 - Operating Grants	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%
110020 - Operating Grants	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%
100 - New Flyer Parts Credit	\$ (171,700)	\$ -	\$ (171,700)	100%		\$ (171,700)	\$ -	\$ (171,700)	100%		\$ (171,700)	\$ -	\$ (171,700)	100%
Subtotal Non-Personnel Expenses	\$ 427,359	\$ 772,614	\$ (345,255)	-45%		\$ 427,359	\$ 772,614	\$ (345,255)	-45%		\$ 427,359	\$ 483,868	\$ (56,509)	-12%

5-9.93



FY08
Operating Expenses by Department
For the month ending - July 31, 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
Total Departmental Expenses													
700 - SCCIC	\$ 20	\$ -	\$ 20	100%		\$ 20	\$ -	\$ 20	100%	\$ 20	\$ -	\$ 20	100%
1100 - Administration	\$ 106,422	\$ 123,770	\$ (17,348)	-14%	1	\$ 106,422	\$ 123,770	\$ (17,348)	-14%	\$ 106,422	\$ 115,012	\$ (8,590)	-7%
1200 - Finance	\$ 96,342	\$ 102,869	\$ (6,527)	-6%		\$ 96,342	\$ 102,869	\$ (6,527)	-6%	\$ 96,342	\$ 87,925	\$ 8,417	10%
1300 - Customer Service	\$ 42,953	\$ 46,243	\$ (3,290)	-7%		\$ 42,953	\$ 46,243	\$ (3,290)	-7%	\$ 42,953	\$ 34,700	\$ 8,253	24%
1400 - Human Resources	\$ 50,050	\$ 54,139	\$ (4,089)	-8%		\$ 50,050	\$ 54,139	\$ (4,089)	-8%	\$ 50,050	\$ 47,941	\$ 2,109	4%
1500 - Information Technology	\$ 55,987	\$ 56,428	\$ (441)	-1%		\$ 55,987	\$ 56,428	\$ (441)	-1%	\$ 55,987	\$ 49,953	\$ 6,034	12%
1700 - District Counsel	\$ 38,784	\$ 37,926	\$ 858	2%		\$ 38,784	\$ 37,926	\$ 858	2%	\$ 38,784	\$ 31,501	\$ 7,283	23%
1800 - Risk Management	\$ 3,185	\$ 20,833	\$ (17,648)	-85%	2	\$ 3,185	\$ 20,833	\$ (17,648)	-85%	\$ 3,185	\$ 4,841	\$ (1,656)	-34%
2200 - Facilities Maintenance	\$ 187,478	\$ 219,323	\$ (31,845)	-15%	3	\$ 187,478	\$ 219,323	\$ (31,845)	-15%	\$ 187,478	\$ 98,543	\$ 88,935	90%
3100 - Paratransit Program	\$ 339,819	\$ 351,638	\$ (11,819)	-3%	4	\$ 339,819	\$ 351,638	\$ (11,819)	-3%	\$ 339,819	\$ 267,874	\$ 71,945	27%
3200 - Operations	\$ 236,544	\$ 219,578	\$ 16,966	8%		\$ 236,544	\$ 219,578	\$ 16,966	8%	\$ 236,544	\$ 192,501	\$ 44,043	23%
3300 - Bus Operators	\$ 1,075,480	\$ 1,123,066	\$ (47,586)	-4%	5	\$ 1,075,480	\$ 1,123,066	\$ (47,586)	-4%	\$ 1,075,480	\$ 938,887	\$ 136,593	15%
4100 - Fleet Maintenance	\$ 616,538	\$ 723,360	\$ (106,822)	-15%	6	\$ 616,538	\$ 723,360	\$ (106,822)	-15%	\$ 616,538	\$ 552,480	\$ 64,058	12%
9001 - Cobra Benefits	\$ 449	\$ -	\$ 449	100%		\$ 449	\$ -	\$ 449	100%	\$ 449	\$ 1,525	\$ (1,076)	-71%
9005 - Retired Employee Benefits	\$ 131,957	\$ 143,363	\$ (11,406)	-8%	7	\$ 131,957	\$ 143,363	\$ (11,406)	-8%	\$ 131,957	\$ 118,536	\$ 13,421	11%
9014 - Operating Grants	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
110020 - Operating Grants	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
100 - New Flyer Parts Credit	\$ (171,700)	\$ -	\$ (171,700)	100%	8	\$ (171,700)	\$ -	\$ (171,700)	100%	\$ (171,700)	\$ -	\$ (171,700)	100%
Total Operating Expenses	\$ 2,810,308	\$ 3,222,536	\$ (412,228)	-13%		\$ 2,810,308	\$ 3,222,536	\$ (412,228)	-13%	\$ 2,810,308	\$ 2,542,219	\$ 268,089	11%

** does not include depreciation

Current Period Notes:

- 1) **Administration** is under budget due to less than anticipated Prof & Tech Fees (web site redesign) and Travel expenses.
- 2) **Risk Management** is under budget due to below budgeted settlement costs paid in July 2008.
- 3) **Facilities Maint** is under budget due to not being at full complement coupled with less than anticipated utilities and repair equipment expense.
- 4) **Paratransit Program** is under budget due to not beng at full complement and less than anticipated purchased transportation expense.
- 5) **Bus Operators** is under budget due to not being at full complement.
- 6) **Fleet** is under budget due to resulting economies in fuel consumption (CNG conversion) and the New Flyer parts credit.
- 7) **Retired Employee Benefits** is under budget due to the budget being straight lined. Increase will happen towards the end of FY09.
- 8) **New Flyer Parts Credit** is unbudgeted New Flyer liquidated damages parts credit for changes of delivery date on 8 local and 5 HWY 17 buses.

5-9.94



FY08
Consolidated Operating Expenses
For the month ending - July 31, 2008

	Current Period				Notes	Year to Date				YTD Year Over Year Comparison				
	Actual	Budget	\$ Var	% Var		Actual	Budget	\$ Var	% Var	Actual FY09	FY08	\$ Var	% Var	
LABOR														
501011 Bus Operator Pay	\$ 664,173	\$ 677,566	\$ (13,393)	-2%		\$ 664,173	\$ 677,566	\$ (13,393)	-2%		\$ 664,173	\$ 578,778	\$ 85,395	15%
501013 Bus Operator Overtime	\$ 56,940	\$ 114,459	\$ (57,519)	-50%		\$ 56,940	\$ 114,459	\$ (57,519)	-50%		\$ 56,940	\$ 59,511	\$ (2,571)	-4%
501021 Other Salaries	\$ 522,030	\$ 511,197	\$ 10,833	2%		\$ 522,030	\$ 511,197	\$ 10,833	2%		\$ 522,030	\$ 479,357	\$ 42,673	9%
501023 Other Overtime	\$ 22,460	\$ 24,661	\$ (2,201)	-9%		\$ 22,460	\$ 24,661	\$ (2,201)	-9%		\$ 22,460	\$ 17,789	\$ 4,671	26%
Total Labor -	\$1,265,603	\$1,327,883	\$ (62,280)	-5%		\$ 1,265,603	\$ 1,327,883	\$ (62,280)	-5%		\$ 1,265,603	\$ 1,135,435	\$ 130,168	11%
FRINGE BENEFITS														
502011 Medicare/Soc. Sec.	\$ 18,405	\$ 17,160	\$ 1,245	7%		\$ 18,405	\$ 17,160	\$ 1,245	7%		\$ 18,405	\$ 16,160	\$ 2,245	14%
502021 Retirement	\$ 194,489	\$ 189,461	\$ 5,028	3%		\$ 194,489	\$ 189,461	\$ 5,028	3%		\$ 194,489	\$ 166,280	\$ 28,209	17%
502031 Medical Insurance	\$ 413,028	\$ 461,116	\$ (48,088)	-10%		\$ 413,028	\$ 461,116	\$ (48,088)	-10%		\$ 413,028	\$ 370,240	\$ 42,788	12%
502041 Dental Insurance	\$ 40,672	\$ 41,270	\$ (598)	-1%		\$ 40,672	\$ 41,270	\$ (598)	-1%		\$ 40,672	\$ 38,219	\$ 2,453	6%
502045 Vision Insurance	\$ 10,921	\$ 11,591	\$ (670)	-6%		\$ 10,921	\$ 11,591	\$ (670)	-6%		\$ 10,921	\$ 10,684	\$ 237	2%
502051 Life Insurance	\$ 7,554	\$ 4,164	\$ 3,390	81%		\$ 7,554	\$ 4,164	\$ 3,390	81%		\$ 7,554	\$ -	\$ 7,554	100%
502060 State Disability	\$ 11,729	\$ 14,921	\$ (3,192)	-21%		\$ 11,729	\$ 14,921	\$ (3,192)	-21%		\$ 11,729	\$ 9,738	\$ 1,991	20%
502061 Disability Insurance	\$ 17,165	\$ 17,183	\$ (18)	0%		\$ 17,165	\$ 17,183	\$ (18)	0%		\$ 17,165	\$ 16,840	\$ 325	2%
502071 State Unemp. Ins	\$ 182	\$ 272	\$ (90)	-33%		\$ 182	\$ 272	\$ (90)	-33%		\$ 182	\$ 295	\$ (113)	-38%
502081 Worker's Comp Ins	\$ 76,420	\$ 91,592	\$ (15,172)	-17%		\$ 76,420	\$ 91,592	\$ (15,172)	-17%		\$ 76,420	\$ 33,335	\$ 43,085	129%
502083 Worker's Comp IBNR	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%
502101 Holiday Pay	\$ 24,497	\$ 32,291	\$ (7,794)	-24%		\$ 24,497	\$ 32,291	\$ (7,794)	-24%		\$ 24,497	\$ 23,811	\$ 686	3%
502103 Floating Holiday	\$ 968	\$ 1,829	\$ (861)	-47%		\$ 968	\$ 1,829	\$ (861)	-47%		\$ 968	\$ 1,990	\$ (1,022)	-51%
502109 Sick Leave	\$ 50,762	\$ 72,390	\$ (21,628)	-30%		\$ 50,762	\$ 72,390	\$ (21,628)	-30%		\$ 50,762	\$ 48,370	\$ 2,392	5%
502111 Annual Leave	\$ 234,009	\$ 142,987	\$ 91,022	64%		\$ 234,009	\$ 142,987	\$ 91,022	64%		\$ 234,009	\$ 166,471	\$ 67,538	41%
502121 Other Paid Absence	\$ 8,146	\$ 11,824	\$ (3,678)	-31%		\$ 8,146	\$ 11,824	\$ (3,678)	-31%		\$ 8,146	\$ 7,347	\$ 799	11%
502251 Physical Exams	\$ 75	\$ 1,107	\$ (1,032)	-93%		\$ 75	\$ 1,107	\$ (1,032)	-93%		\$ 75	\$ 198	\$ (123)	-62%
502253 Driver Lic Renewal	\$ 98	\$ 363	\$ (265)	-73%		\$ 98	\$ 363	\$ (265)	-73%		\$ 98	\$ 236	\$ (138)	-58%
502999 Other Fringe Benefits	\$ 8,226	\$ 10,519	\$ (2,293)	-22%		\$ 8,226	\$ 10,519	\$ (2,293)	-22%		\$ 8,226	\$ 12,702	\$ (4,476)	-35%
Total Fringe Benefits -	\$1,117,346	\$1,122,040	\$ (4,694)	0%		\$ 1,117,346	\$ 1,122,040	\$ (4,694)	0%		\$ 1,117,346	\$ 922,916	\$ 194,430	21%
Total Personnel Expenses -	\$2,382,949	\$2,449,923	\$ (66,974)	-3%	1	\$ 2,382,949	\$ 2,449,923	\$ (66,974)	-3%		\$ 2,382,949	\$ 2,058,351	\$ 324,598	16%

5-9.95



FY08
Consolidated Operating Expenses
For the month ending - July 31, 2008

	Current Period				Notes	Year to Date				YTD Year Over Year Comparison			
	Actual	Budget	\$ Var	% Var		Actual	Budget	\$ Var	% Var	Actual FY09	FY08	\$ Var	% Var
SERVICES													
503011 Acctg & Audit Fees	\$ 2,000	\$ 2,000	\$ -	0%		\$ 2,000	\$ 2,000	\$ -	0%	\$ 2,000	\$ 2,760	\$ (760)	-28%
503012 Admin & Bank Fees	\$ 648	\$ 1,350	\$ (702)	-52%		\$ 648	\$ 1,350	\$ (702)	-52%	\$ 648	\$ 618	\$ 30	5%
503031 Prof & Tech Fees	\$ 675	\$ 17,965	\$ (17,290)	-96%	2	\$ 675	\$ 17,965	\$ (17,290)	-96%	\$ 675	\$ 5,643	\$ (4,968)	-88%
503032 Legislative Services	\$ 7,500	\$ 8,367	\$ (867)	-10%		\$ 7,500	\$ 8,367	\$ (867)	-10%	\$ 7,500	\$ 7,970	\$ (470)	-6%
503033 Legal Services	\$ -	\$ 4,583	\$ (4,583)	-100%		\$ -	\$ 4,583	\$ (4,583)	-100%	\$ -	\$ -	\$ -	0%
503034 Pre-Employ Exams	\$ 718	\$ 1,180	\$ (462)	-39%		\$ 718	\$ 1,180	\$ (462)	-39%	\$ 718	\$ 1,497	\$ (779)	-52%
503041 Temp Help	\$ 13,862	\$ -	\$ 13,862	100%	3	\$ 13,862	\$ -	\$ 13,862	100%	\$ 13,862	\$ 4,650	\$ 9,212	198%
503161 Custodial Services	\$ 5,509	\$ 5,642	\$ (133)	-2%		\$ 5,509	\$ 5,642	\$ (133)	-2%	\$ 5,509	\$ 5,039	\$ 470	9%
503162 Uniform & Laundry	\$ 2,650	\$ 3,629	\$ (979)	-27%		\$ 2,650	\$ 3,629	\$ (979)	-27%	\$ 2,650	\$ 2,843	\$ (193)	-7%
503171 Security Services	\$ 29,164	\$ 34,083	\$ (4,919)	-14%		\$ 29,164	\$ 34,083	\$ (4,919)	-14%	\$ 29,164	\$ 24,524	\$ 4,640	19%
503221 Classified/Legal Ads	\$ 1,708	\$ 2,475	\$ (767)	-31%		\$ 1,708	\$ 2,475	\$ (767)	-31%	\$ 1,708	\$ 1,356	\$ 352	26%
503222 Legal Advertising	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
503225 Graphic Services	\$ -	\$ 417	\$ (417)	-100%		\$ -	\$ 417	\$ (417)	-100%	\$ -	\$ -	\$ -	0%
503351 Repair - Bldg & Impr	\$ 7,761	\$ 7,500	\$ 261	3%		\$ 7,761	\$ 7,500	\$ 261	3%	\$ 7,761	\$ 3,409	\$ 4,352	128%
503352 Repair - Equipment	\$ 13,917	\$ 39,037	\$ (25,120)	-64%	4	\$ 13,917	\$ 39,037	\$ (25,120)	-64%	\$ 13,917	\$ 14,858	\$ (941)	-6%
503353 Repair - Rev Vehicle	\$ 38,435	\$ 30,000	\$ 8,435	28%	5	\$ 38,435	\$ 30,000	\$ 8,435	28%	\$ 38,435	\$ 29,868	\$ 8,567	29%
503354 Repair - Non Rev Vehicle	\$ 4,395	\$ 2,500	\$ 1,895	76%		\$ 4,395	\$ 2,500	\$ 1,895	76%	\$ 4,395	\$ 30	\$ 4,365	14550%
503363 Haz Mat Disposal	\$ 1,575	\$ 2,517	\$ (942)	-37%		\$ 1,575	\$ 2,517	\$ (942)	-37%	\$ 1,575	\$ 1,565	\$ 10	1%
Total Services -	\$ 130,517	\$ 163,245	\$ (32,728)	-20%		\$ 130,517	\$ 163,245	\$ (32,728)	-20%	\$ 130,517	\$ 106,630	\$ 23,887	22%
MOBILE MATERIALS AND SUPPLIES													
504011 Fuels & Lube Non Rev Veh	\$ 11,039	\$ 16,417	\$ (5,378)	-33%		\$ 11,039	\$ 16,417	\$ (5,378)	-33%	\$ 11,039	\$ 5,606	\$ 5,433	97%
504012 Fuels & Lube Rev Veh	\$ 186,942	\$ 262,500	\$ (75,558)	-29%	6	\$ 186,942	\$ 262,500	\$ (75,558)	-29%	\$ 186,942	\$ 135,236	\$ 51,706	38%
504021 Tires & Tubes	\$ 19,557	\$ 17,083	\$ 2,474	14%		\$ 19,557	\$ 17,083	\$ 2,474	14%	\$ 19,557	\$ 17,940	\$ 1,617	9%
504161 Other Mobile Supplies	\$ 22	\$ 833	\$ (811)	-97%		\$ 22	\$ 833	\$ (811)	-97%	\$ 22	\$ 510	\$ (488)	-96%
504191 Rev Vehicle Parts	\$ (120,812)	\$ 64,750	\$ (185,562)	-287%	7	\$ (120,812)	\$ 64,750	\$ (185,562)	-287%	\$ (120,812)	\$ 39,756	\$ (160,568)	-404%
Total Mobile Materials & Supplies -	\$ 96,748	\$ 361,583	\$ (264,835)	-73%		\$ 96,748	\$ 361,583	\$ (264,835)	-73%	\$ 96,748	\$ 199,048	\$ (102,300)	-51%

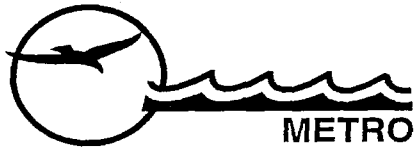
5-9.96



FY08
Consolidated Operating Expenses
For the month ending - July 31, 2008

	Current Period					Year to Date				YTD Year Over Year Comparison			
	Actual	Budget	\$ Var	% Var	Notes	Actual	Budget	\$ Var	% Var	Actual FY09	FY08	\$ Var	% Var
OTHER MATERIALS & SUPPLIES													
504205 Freight Out	\$ 224	\$ 292	\$ (68)	-23%		\$ 224	\$ 292	\$ (68)	-23%	\$ 224	\$ (97)	\$ 321	-331%
504211 Postage & Mailing	\$ 193	\$ 1,720	\$ (1,527)	-89%		\$ 193	\$ 1,720	\$ (1,527)	-89%	\$ 193	\$ 1,635	\$ (1,442)	-88%
504214 Promotional Items	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
504215 Printing	\$ 7,443	\$ 8,900	\$ (1,457)	-16%		\$ 7,443	\$ 8,900	\$ (1,457)	-16%	\$ 7,443	\$ 45	\$ 7,398	16440%
504217 Photo Supply/Processing	\$ 124	\$ 808	\$ (684)	-85%		\$ 124	\$ 808	\$ (684)	-85%	\$ 124	\$ 60	\$ 64	107%
504311 Office Supplies	\$ 8,312	\$ 7,455	\$ 857	11%		\$ 8,312	\$ 7,455	\$ 857	11%	\$ 8,312	\$ 8,245	\$ 67	1%
504315 Safety Supplies	\$ 4,198	\$ 2,692	\$ 1,506	56%		\$ 4,198	\$ 2,692	\$ 1,506	56%	\$ 4,198	\$ 1,626	\$ 2,572	158%
504317 Cleaning Supplies	\$ 5,114	\$ 4,500	\$ 614	14%		\$ 5,114	\$ 4,500	\$ 614	14%	\$ 5,114	\$ 2,079	\$ 3,035	146%
504409 Repair/Maint Supplies	\$ 5,528	\$ 3,833	\$ 1,695	44%		\$ 5,528	\$ 3,833	\$ 1,695	44%	\$ 5,528	\$ 2,022	\$ 3,506	173%
504421 Non-Inventory Parts	\$ 3,443	\$ 6,000	\$ (2,557)	-43%		\$ 3,443	\$ 6,000	\$ (2,557)	-43%	\$ 3,443	\$ 3,345	\$ 98	3%
504511 Small Tools	\$ 971	\$ 833	\$ 138	17%		\$ 971	\$ 833	\$ 138	17%	\$ 971	\$ 145	\$ 826	570%
504515 Employee Tool Rplcmt	\$ -	\$ 217	\$ (217)	-100%		\$ -	\$ 217	\$ (217)	-100%	\$ -	\$ 86	\$ (86)	-100%
Total Other Materials & Supplies -	\$ 35,550	\$ 37,250	\$ (1,700)	-5%		\$ 35,550	\$ 37,250	\$ (1,700)	-5%	\$ 35,550	\$ 19,191	\$ 16,359	85%
UTILITIES													
505011 Gas & Electric	\$ 9,689	\$ 18,418	\$ (8,729)	-47%		\$ 9,689	\$ 18,418	\$ (8,729)	-47%	\$ 9,689	\$ 4,573	\$ 5,116	112%
505021 Water & Garbage	\$ 11,260	\$ 10,313	\$ 947	9%		\$ 11,260	\$ 10,313	\$ 947	9%	\$ 11,260	\$ 13,168	\$ (1,908)	-14%
505031 Telecommunications	\$ 6,495	\$ 10,025	\$ (3,530)	-35%		\$ 6,495	\$ 10,025	\$ (3,530)	-35%	\$ 6,495	\$ 4,474	\$ 2,021	45%
Total Utilities -	\$ 27,444	\$ 38,756	\$ (11,312)	-29%	8	\$ 27,444	\$ 38,756	\$ (11,312)	-29%	\$ 27,444	\$ 22,215	\$ 5,229	24%
CASUALTY & LIABILITY													
506011 Insurance - Property	\$ 5,912	\$ 9,862	\$ (3,950)	-40%		\$ 5,912	\$ 9,862	\$ (3,950)	-40%	\$ 5,912	\$ 3,828	\$ 2,084	54%
506015 Insurance - PL & PD	\$ 40,526	\$ 42,500	\$ (1,974)	-5%		\$ 40,526	\$ 42,500	\$ (1,974)	-5%	\$ 40,526	\$ 34,362	\$ 6,164	18%
506021 Insurance - Other	\$ -	\$ 67	\$ (67)	-100%		\$ -	\$ 67	\$ (67)	-100%	\$ -	\$ 59	\$ (59)	-100%
506123 Settlement Costs	\$ 3,185	\$ 12,500	\$ (9,315)	-75%	9	\$ 3,185	\$ 12,500	\$ (9,315)	-75%	\$ 3,185	\$ 4,772	\$ (1,587)	-33%
506127 Repairs - Dist Prop	\$ 1,516	\$ -	\$ 1,516	100%		\$ 1,516	\$ -	\$ 1,516	100%	\$ 1,516	\$ (2,052)	\$ 3,568	-174%
Total Casualty & Liability -	\$ 51,139	\$ 64,929	\$ (13,790)	-21%		\$ 51,139	\$ 64,929	\$ (13,790)	-21%	\$ 51,139	\$ 40,969	\$ 10,170	25%
TAXES													
507051 Fuel Tax	\$ 223	\$ 917	\$ (694)	-76%		\$ 223	\$ 917	\$ (694)	-76%	\$ 223	\$ 1,671	\$ (1,448)	-87%
507201 Licenses & permits	\$ -	\$ 1,113	\$ (1,113)	-100%		\$ -	\$ 1,113	\$ (1,113)	-100%	\$ -	\$ 1,274	\$ (1,274)	-100%
507999 Other Taxes	\$ 2,485	\$ 500	\$ 1,985	397%		\$ 2,485	\$ 500	\$ 1,985	397%	\$ 2,485	\$ 1,211	\$ 1,274	105%
Total Utilities -	\$ 2,708	\$ 2,530	\$ 178	7%		\$ 2,708	\$ 2,530	\$ 178	7%	\$ 2,708	\$ 4,156	\$ (1,448)	-35%

5-9.97



FY08
Consolidated Operating Expenses
For the month ending - July 31, 2008

	Current Period					Year to Date				YTD Year Over Year Comparison			
	Actual	Budget	\$ Var	% Var	Notes	Actual	Budget	\$ Var	% Var	Actual		\$ Var	% Var
										FY09	FY08		
<u>PURCHASED TRANSPORTATION</u>													
503406 Contr/Paratrans	\$ 6,346	\$ 20,833	\$ (14,487)	-70%	10	\$ 6,346	\$ 20,833	\$ (14,487)	-70%	\$ 6,346	\$ 13,791	\$ (7,445)	-54%
Total Purchased Transportation -	\$ 6,346	\$ 20,833	\$ (14,487)	-70%		\$ 6,346	\$ 20,833	\$ (14,487)	-70%	\$ 6,346	\$ 13,791	\$ (7,445)	-54%
<u>MISC</u>													
509011 Dues & Subscriptions	\$ 6,353	\$ 5,355	\$ 998	19%		\$ 6,353	\$ 5,355	\$ 998	19%	\$ 6,353	\$ 2,414	\$ 3,939	163%
509085 Advertising - Rev Product	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
509101 Emp Incentive Prog	\$ 61	\$ 1,109	\$ (1,048)	-94%		\$ 61	\$ 1,109	\$ (1,048)	-94%	\$ 61	\$ 135	\$ (74)	-55%
509121 Employee Training	\$ 6,085	\$ 8,492	\$ (2,407)	-28%		\$ 6,085	\$ 8,492	\$ (2,407)	-28%	\$ 6,085	\$ 1,909	\$ 4,176	219%
509123 Travel	\$ 2,987	\$ 6,003	\$ (3,016)	-50%		\$ 2,987	\$ 6,003	\$ (3,016)	-50%	\$ 2,987	\$ 2,346	\$ 641	27%
509125 Local Meeting Exp	\$ 217	\$ 390	\$ (173)	-44%		\$ 217	\$ 390	\$ (173)	-44%	\$ 217	\$ 227	\$ (10)	-4%
509127 Board Director Fees	\$ 850	\$ 1,100	\$ (250)	-23%		\$ 850	\$ 1,100	\$ (250)	-23%	\$ 850	\$ 1,800	\$ (950)	-53%
509150 Contributions	\$ -	\$ 54	\$ (54)	-100%		\$ -	\$ 54	\$ (54)	-100%	\$ -	\$ 98	\$ (98)	-100%
509197 Sales Tax Expense	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
509198 Cash Over/Short	\$ 8	\$ 42	\$ (34)	-81%		\$ 8	\$ 42	\$ (34)	-81%	\$ 8	\$ (14)	\$ 22	-157%
Total Misc -	\$ 16,561	\$ 22,545	\$ (5,984)	-27%		\$ 16,561	\$ 22,545	\$ (5,984)	-27%	\$ 16,561	\$ 8,915	\$ 7,646	86%
<u>LEASES & RENTALS</u>													
512011 Facility Rentals	\$ 58,146	\$ 58,721	\$ (575)	-1%		\$ 58,146	\$ 58,721	\$ (575)	-1%	\$ 58,146	\$ 63,452	\$ (5,306)	-8%
512061 Equipment Rentals	\$ 2,199	\$ 2,225	\$ (26)	-1%		\$ 2,199	\$ 2,225	\$ (26)	-1%	\$ 2,199	\$ 5,502	\$ (3,303)	-60%
Total Leases & Rentals -	\$ 60,345	\$ 60,946	\$ (601)	-1%		\$ 60,345	\$ 60,946	\$ (601)	-1%	\$ 60,345	\$ 68,954	\$ (8,609)	-12%
Total Non-Personnel Expenses -	\$ 427,358	\$ 772,617	\$ (345,259)	-45%		\$ 427,358	\$ 772,617	\$ (345,259)	-45%	\$ 427,358	\$ 483,869	\$ (56,511)	-12%
TOTAL OPERATING EXPENSE -	\$ 2,810,307	\$ 3,222,540	\$ (412,233)	-13%		\$ 2,810,307	\$ 3,222,540	\$ (412,233)	-13%	\$ 2,810,307	\$ 2,542,220	\$ 268,087	11%

** 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 less spending than anticipated.
- 3) **Temp Help** is over budget due to vacancies and work loads. (Expense is offset by savings in personnel expense.)
- 4) **Repair - Equipment** is under budget due to inability to anticipate when repair costs will be incurred.

5-9.08



FY08
Consolidated Operating Expenses
For the month ending - July 31, 2008

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

- 5) **Repair - Rev Vehicle** is over budget due to an aging fleet that requires increased repairs.
- 6) **Fuels & Lube Rev Veh** is under budget due to the CNG conversion and the resulting economies in fuel consumption.
- 7) **Rev Vehicle Parts** is under budget due to unbudgeted New Flyer liquidated damages parts credit for changes of delivery date on 8 local and 5 HWY 17 buses.
- 8) **Utilities** are over budget due to irregular billing cycles on gas and electric, and phones.
- 9) **Settlement costs** are under budget due to less than anticipated settlement costs for the month.
- 10) **Contr/Paratrans** is under budget. Less than budgeted rides were needed for the month.

5-9.99



FY2009
CAPITAL BUDGET
For the month ending - July 31, 2008

	<u>YTD Actual</u>	<u>FY09 Budget</u>	<u>Remaining Budget</u>	<u>% Spent YTD</u>
<u>Grant-Funded Projects</u>				
MetroBase Maintenance Facility	\$ 1,880	\$ 3,605,404	\$ 3,603,524	0%
MetroBase Operations Facility	\$ -	\$ 9,404,019	\$ 9,404,019	0%
Local Bus Replacement	\$ -	\$ 3,572,932	\$ 3,572,932	0%
CNG Bus Conversions	\$ 307,736	\$ 3,410,000	\$ 3,102,264	9%
Pacific Station Project	\$ -	\$ 3,190,300	\$ 3,190,300	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%
Subtotal Grant Funded Projects	\$ 327,663	\$ 26,582,846	\$ 26,255,182	1%
<u>District Funded Projects</u>				
<u>IT Projects</u>				
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	\$ -	\$ 50,000	\$ 50,000	0%
Trapeze Pass Customer Certification Software	\$ -	\$ 46,000	\$ 46,000	0%
ATP - Hastus Run Time Analysis Program - IT/OPS	\$ -	\$ 19,264	\$ 19,264	0%
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%
<u>Facilities Repair & Improvements</u>				
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.	\$ 3,960	\$ 16,000	\$ 12,040	25%
Patch, Reseal, Restripe - Cavallaro Transit Center (SVT)	\$ -	\$ 7,550	\$ 7,550	0%
Patch, Reseal, Restripe - Soquel Park & Ride Lot	\$ -	\$ 5,650	\$ 5,650	0%
Spare Posi/Lock - 105 Nozzle Assembly	\$ -	\$ 1,208	\$ 1,208	0%

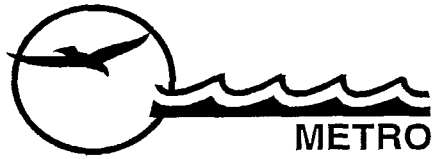
5-9.910



FY2009
CAPITAL BUDGET
For the month ending - July 31, 2008

	<u>YTD Actual</u>		<u>FY09 Budget</u>		<u>Remaining Budget</u>	<u>% Spent YTD</u>
<u>Revenue Vehicle Replacement</u>						
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	\$ 20,958	\$	106,302	\$	85,344	20%
<u>Non-Revenue Vehicle Replacement</u>						
Supervisor Vehicle - Hybrid	\$ -	\$	29,500	\$	29,500	0%
<u>Maint Equipment</u>						
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%
<u>Office Equipment</u>						
Digital Cameras - Supervisors (12)	\$ -	\$	3,500	\$	3,500	100%
<u>Admin</u>						
Purchase & Renovation of Vernon Bldg	\$ -	\$	2,962,139	\$	2,962,139	0%
Subtotal District Funded Projects	\$ 25,327	\$	7,424,337	\$	7,399,010	0%
TOTAL CAPITAL PROJECTS	\$ 352,991	\$	34,007,183	\$	33,654,192	1%

5-9.911

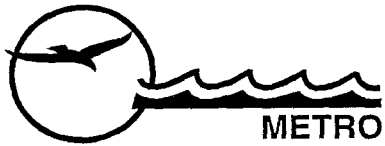


FY2009
CAPITAL BUDGET
For the month ending - July 31, 2008

	<u>YTD Actual</u>	<u>FY09 Budget</u>	<u>Remaining Budget</u>	<u>% Spent YTD</u>
<u>CAPITAL FUNDING</u>				
Federal Capital Grants	\$ 1,504	\$ 2,668,343	\$ 2,666,839	0%
State/Other Capital Grants (STIP)	\$ 307,736	\$ 8,610,000	\$ 8,302,264	4%
State/Other Capital Grants (1B PTMISEA)	\$ -	\$ 4,404,019	\$ 4,404,019	0%
State/Other Capital Grants (TCRP)	\$ -	\$ 873,216	\$ 873,216	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)	\$ 25,327	\$ 574,325	\$ 548,998	4%
Alternative Fuel Conversion Fund	\$ -	\$ 462,000	\$ 462,000	0%
District Reserves (Lawsuit & Sakata Proceeds)	\$ 376	\$ 6,440,577	\$ 6,440,201	0%
Capital Reserves	\$ -	\$ 4,115,523	\$ 4,115,523	0%
TOTAL CAPITAL FUNDING	\$ 352,991	\$ 34,007,183	\$ 33,654,192	1%

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

5-9.912



FY08
Operating Revenue
For the month ending - August 31, 2008

Percent of Year Elapsed - 17%

Revenue Source	Current Period				Notes	Year to Date				YTD Year Over Year Comparison			
	Actual	Budget	\$ Var	% Var		Actual	Budget	\$ Var	% Var	FY09 Actual	FY08 Actual	\$ Var	% Var
Passenger Fares	\$ 298,959	\$ 310,396	\$ (11,437)	-4%		\$ 619,444	\$ 611,319	\$ 8,125	1%	\$ 619,444	\$ 631,502	\$ (12,058)	-2%
Paratransit Fares	\$ 18,127	\$ 19,981	\$ (1,854)	-9%		\$ 37,949	\$ 39,764	\$ (1,815)	-5%	\$ 37,949	\$ 34,875	\$ 3,074	9%
Special Transit Fares	\$ 83,946	\$ 73,865	\$ 10,081	14%		\$ 171,419	\$ 155,070	\$ 16,349	11%	\$ 171,419	\$ 133,429	\$ 37,990	28%
Highway 17 Fares	\$ 83,779	\$ 65,878	\$ 17,901	27%		\$ 164,466	\$ 124,690	\$ 39,776	32%	\$ 164,466	\$ 125,181	\$ 39,285	31%
Highway 17 Payments	\$ 37,449	\$ 50,758	\$ (13,309)	-26%		\$ 78,049	\$ 100,169	\$ (22,120)	-22%	\$ 78,049	\$ 96,600	\$ (18,551)	-19%
Subtotal Passenger Revenue	\$ 522,260	\$ 520,878	\$ 1,382	0%		\$ 1,071,327	\$ 1,031,012	\$ 40,315	4%	\$ 1,071,327	\$ 1,021,587	\$ 49,740	5%
Commissions	\$ 47	\$ 457	\$ (410)	-90%		\$ 47	\$ 914	\$ (867)	-95%	\$ 47	\$ 947	\$ (900)	-95%
Advertising Income	\$ 9,100	\$ 7,700	\$ 1,400	18%	1	\$ 25,855	\$ 15,400	\$ 10,455	68%	\$ 25,855	\$ 46,569	\$ (20,714)	-44%
Rent Income - SC Pacific Station	\$ 7,486	\$ 6,919	\$ 567	8%		\$ 14,864	\$ 13,838	\$ 1,026	7%	\$ 14,864	\$ 14,474	\$ 390	3%
Rent Income - Watsonville TC	\$ 4,167	\$ 3,851	\$ 316	8%		\$ 8,334	\$ 7,702	\$ 632	8%	\$ 8,334	\$ 9,016	\$ (682)	-8%
Rent Income - General	\$ 3,355	\$ -	\$ 3,355	100%		\$ 8,455	\$ -	\$ 8,455	100%	\$ 8,455	\$ -	\$ 8,455	100%
Interest Income	\$ 42,139	\$ 30,739	\$ 11,400	37%	2	\$ 90,375	\$ 54,442	\$ 35,933	66%	\$ 90,375	\$ 199,374	\$ (108,999)	-55%
Other Non-Transp Revenue	\$ 430	\$ -	\$ 430	100%		\$ 548	\$ -	\$ 548	100%	\$ 548	\$ 3,538	\$ (2,990)	-85%
Sales Tax Revenue	\$ 1,610,500	\$ 1,610,500	\$ -	0%		\$ 2,818,400	\$ 2,818,400	\$ -	0%	\$ 2,818,400	\$ 2,812,600	\$ 5,800	0%
Transp Dev Act (TDA) - Op Asst	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Subtotal Other Revenue	\$ 1,677,224	\$ 1,660,166	\$ 17,058	1%		\$ 2,966,878	\$ 2,910,696	\$ 56,182	2%	\$ 2,966,878	\$ 3,086,518	\$ (119,640)	-4%
FTA Sec 5307 - Op Asst	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Repay FTA Advance	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
FTA Sec 5311 - Rural Op Asst	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Sec 5303 - AMBAG Funding	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
FTA Sec 5317 - Op Assistance	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Subtotal Grant Revenue	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Subtotal Operating Revenue	\$ 2,199,484	\$ 2,181,044	\$ 18,440	1%		\$ 4,038,205	\$ 3,941,708	\$ 96,497	2%	\$ 4,038,205	\$ 4,108,105	\$ (69,900)	-2%
Total Operating Expenses	\$ 2,807,399					\$ 5,617,706				\$ 5,617,706	\$ 5,516,923		
Variance	\$ (607,915)					\$ (1,579,501)				\$ (1,579,501)	\$ (1,408,818)		
One-Time Revenue													
Transfer (to)/from Capital Reserves	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Transfer (to)/from Cash Flow Res	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Transfer (to)/from W/C Reserve	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Transfer (to)/from Liab Ins Res	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Carryover from Previous Year	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Subtotal One-Time Revenue	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Total Revenue	\$ 2,199,484	\$ 2,181,044	\$ 18,440	1%		\$ 4,038,205	\$ 3,941,708	\$ 96,497	2%	\$ 4,038,205	\$ 4,108,105	\$ (69,900)	-2%
Total Operating Expenses	\$ 2,807,399					\$ 5,617,706				\$ 5,617,706	\$ 5,516,923		
Variance	\$ (607,915)					\$ (1,579,501)				\$ (1,579,501)	\$ (1,408,818)		

5-9.61

Attachment B



FY08
Operating Revenue
For the month ending - August 31, 2008

Percent of Year Elapsed - 17%

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

Current Period Notes:

- 1) Advertising Income is over budget due to more advertising than expected.
- 2) Interest Income is over budget due to revenue budgeted using County Treasury estimates, while a significantly higher interest was actually paid.

5-9.62



FY08
Operating Expenses by Department
For the month ending - August 31, 2008

	Current Period				Notes	Year to Date				YTD Year Over Year Comparison			
	Actual	Budget	\$ Var	% Var		Actual	Budget	\$ Var	% Var	Actual FY09	FY08	\$ Var	% Var
Departmental Personnel Expenses													
700 - SCCIC	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
1100 - Administration	\$ 84,033	\$ 91,036	\$ (7,003)	-8%		\$ 173,413	\$ 181,345	\$ (7,932)	-4%	\$ 173,413	\$ 148,479	\$ 24,934	-17%
1200 - Finance	\$ 43,781	\$ 46,651	\$ (2,870)	-6%		\$ 90,690	\$ 93,016	\$ (2,326)	-3%	\$ 90,690	\$ 90,577	\$ 113	0%
1300 - Customer Service	\$ 34,393	\$ 37,321	\$ (2,928)	-8%		\$ 71,290	\$ 74,640	\$ (3,350)	-4%	\$ 71,290	\$ 69,815	\$ 1,475	2%
1400 - Human Resources	\$ 45,339	\$ 47,375	\$ (2,036)	-4%		\$ 94,040	\$ 94,458	\$ (418)	0%	\$ 94,040	\$ 80,615	\$ 13,425	17%
1500 - Information Technology	\$ 38,769	\$ 41,524	\$ (2,755)	-7%		\$ 80,866	\$ 82,730	\$ (1,864)	-2%	\$ 80,866	\$ 79,046	\$ 1,820	2%
1700 - District Counsel	\$ 31,297	\$ 36,472	\$ (5,175)	-14%		\$ 68,812	\$ 72,707	\$ (3,895)	-5%	\$ 68,812	\$ 60,576	\$ 8,236	14%
1800 - Risk Management	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
2200 - Facilities Maintenance	\$ 70,627	\$ 82,016	\$ (11,389)	-14%		\$ 146,067	\$ 164,027	\$ (17,960)	-11%	\$ 146,067	\$ 144,062	\$ 2,005	1%
3100 - Paratransit Program	\$ 224,478	\$ 285,972	\$ (61,494)	-22%		\$ 513,671	\$ 571,700	\$ (58,029)	-10%	\$ 513,671	\$ 447,942	\$ 65,729	15%
3200 - Operations	\$ 152,444	\$ 178,147	\$ (25,703)	-14%		\$ 339,754	\$ 355,978	\$ (16,224)	-5%	\$ 339,754	\$ 335,154	\$ 4,600	1%
3300 - Bus Operators	\$ 1,020,527	\$ 1,122,796	\$ (102,269)	-9%		\$ 2,096,007	\$ 2,245,528	\$ (149,521)	-7%	\$ 2,096,007	\$ 1,983,858	\$ 112,149	6%
4100 - Fleet Maintenance	\$ 301,569	\$ 340,118	\$ (38,549)	-11%		\$ 623,190	\$ 679,858	\$ (56,668)	-8%	\$ 623,190	\$ 638,185	\$ (14,995)	-2%
9001 - Cobra Benefits	\$ 387	\$ -	\$ 387	100%		\$ 836	\$ -	\$ 836	100%	\$ 836	\$ 2,274	\$ (1,438)	-63%
9005 - Retired Employee Benefits	\$ 77,909	\$ 143,363	\$ (65,454)	-46%		\$ 209,866	\$ 286,726	\$ (76,860)	-27%	\$ 209,866	\$ 238,046	\$ (28,180)	-12%
9014 - Operating Grants	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
110020 - Operating Grants	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
100 - New Flyer Parts Credit	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Subtotal Personnel Expenses	\$ 2,125,553	\$ 2,452,791	\$ (327,238)	-13%		\$ 4,508,502	\$ 4,902,713	\$ (394,211)	-8%	\$ 4,508,502	\$ 4,318,629	\$ 189,873	4%
Departmental Non-Personnel Expenses													
700 - SCCIC	\$ -	\$ 20	\$ (20)	-100%		\$ 20	\$ 20	\$ -	0%	\$ 20	\$ -	\$ 20	100%
1100 - Administration	\$ 15,370	\$ 33,461	\$ (18,091)	-54%		\$ 32,412	\$ 66,922	\$ (34,510)	-52%	\$ 32,412	\$ 97,742	\$ (65,330)	-67%
1200 - Finance	\$ 66,930	\$ 74,504	\$ (7,574)	-10%		\$ 116,363	\$ 131,008	\$ (14,645)	-11%	\$ 116,363	\$ 134,045	\$ (17,682)	-13%
1300 - Customer Service	\$ 2,755	\$ 2,924	\$ (169)	-6%		\$ 8,811	\$ 11,848	\$ (3,037)	-26%	\$ 8,811	\$ 18,613	\$ (9,802)	-53%
1400 - Human Resources	\$ 2,839	\$ 7,056	\$ (4,217)	-60%		\$ 4,188	\$ 14,112	\$ (9,924)	-70%	\$ 4,188	\$ 9,701	\$ (5,513)	-57%
1500 - Information Technology	\$ 3,541	\$ 9,222	\$ (5,681)	-62%		\$ 17,431	\$ 24,444	\$ (7,013)	-29%	\$ 17,431	\$ 19,137	\$ (1,706)	-9%
1700 - District Counsel	\$ 629	\$ 1,691	\$ (1,062)	-63%		\$ 1,898	\$ 3,382	\$ (1,484)	-44%	\$ 1,898	\$ 4,562	\$ (2,664)	-58%
1800 - Risk Management	\$ 18,690	\$ 20,833	\$ (2,143)	-10%		\$ 21,875	\$ 41,666	\$ (19,791)	-47%	\$ 21,875	\$ 8,955	\$ 12,920	144%
2200 - Facilities Maintenance	\$ 125,756	\$ 134,812	\$ (9,056)	-7%		\$ 237,794	\$ 272,124	\$ (34,330)	-13%	\$ 237,794	\$ 67,488	\$ 170,306	252%
3100 - Paratransit Program	\$ 47,841	\$ 65,910	\$ (18,069)	-27%		\$ 98,467	\$ 131,820	\$ (33,353)	-25%	\$ 98,467	\$ 131,287	\$ (32,820)	-25%
3200 - Operations	\$ 46,959	\$ 41,747	\$ 5,212	12%		\$ 96,193	\$ 83,494	\$ 12,699	15%	\$ 96,193	\$ 80,494	\$ 15,699	20%
3300 - Bus Operators	\$ -	\$ 334	\$ (334)	-100%		\$ -	\$ 668	\$ (668)	-100%	\$ -	\$ 23	\$ (23)	-100%
4100 - Fleet Maintenance	\$ 327,830	\$ 383,620	\$ (55,790)	-15%		\$ 622,747	\$ 767,240	\$ (144,493)	-19%	\$ 622,747	\$ 626,247	\$ (3,500)	-1%
9001 - Cobra Benefits	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
9005 - Retired Employee Benefits	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
9014 - Operating Grants	\$ 11,543	\$ -	\$ 11,543	100%		\$ 11,543	\$ -	\$ 11,543	100%	\$ 11,543	\$ -	\$ 11,543	100%
110020 - Operating Grants	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
100 - New Flyer Parts Credit	\$ 11,164	\$ -	\$ 11,164	100%		\$ (160,536)	\$ -	\$ (160,536)	100%	\$ (160,536)	\$ -	\$ (160,536)	100%
Subtotal Non-Personnel Expenses	\$ 681,847	\$ 776,134	\$ (94,287)	-12%		\$ 1,109,206	\$ 1,548,748	\$ (439,542)	-28%	\$ 1,109,206	\$ 1,198,294	\$ (89,088)	-7%

5-9.63



FY08
Operating Expenses by Department
For the month ending - August 31, 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
Total Departmental Expenses													
700 - SCCIC	\$ -	\$ 20	\$ (20)	-100%		\$ 20	\$ 20	\$ -	0%	\$ 20	\$ -	\$ 20	100%
1100 - Administration	\$ 99,403	\$ 124,497	\$ (25,094)	-20%	1	\$ 205,825	\$ 248,267	\$ (42,442)	-17%	\$ 205,825	\$ 246,221	\$ (40,396)	-16%
1200 - Finance	\$ 110,711	\$ 121,155	\$ (10,444)	-9%	2	\$ 207,053	\$ 224,024	\$ (16,971)	-8%	\$ 207,053	\$ 224,622	\$ (17,569)	-8%
1300 - Customer Service	\$ 37,148	\$ 40,245	\$ (3,097)	-8%		\$ 80,101	\$ 86,488	\$ (6,387)	-7%	\$ 80,101	\$ 88,428	\$ (8,327)	-9%
1400 - Human Resources	\$ 48,178	\$ 54,431	\$ (6,253)	-11%		\$ 98,228	\$ 108,570	\$ (10,342)	-10%	\$ 98,228	\$ 90,316	\$ 7,912	9%
1500 - Information Technology	\$ 42,310	\$ 50,746	\$ (8,436)	-17%	3	\$ 98,297	\$ 107,174	\$ (8,877)	-8%	\$ 98,297	\$ 98,183	\$ 114	0%
1700 - District Counsel	\$ 31,926	\$ 38,163	\$ (6,237)	-16%		\$ 70,710	\$ 76,089	\$ (5,379)	-7%	\$ 70,710	\$ 65,138	\$ 5,572	9%
1800 - Risk Management	\$ 18,690	\$ 20,833	\$ (2,143)	-10%		\$ 21,875	\$ 41,666	\$ (19,791)	-47%	\$ 21,875	\$ 8,955	\$ 12,920	144%
2200 - Facilities Maintenance	\$ 196,383	\$ 216,828	\$ (20,445)	-9%	4	\$ 383,861	\$ 436,151	\$ (52,290)	-12%	\$ 383,861	\$ 211,550	\$ 172,311	81%
3100 - Paratransit Program	\$ 272,319	\$ 351,882	\$ (79,563)	-23%	5	\$ 612,138	\$ 703,520	\$ (91,382)	-13%	\$ 612,138	\$ 579,229	\$ 32,909	6%
3200 - Operations	\$ 199,403	\$ 219,894	\$ (20,491)	-9%	6	\$ 435,947	\$ 439,472	\$ (3,525)	-1%	\$ 435,947	\$ 415,648	\$ 20,299	5%
3300 - Bus Operators	\$ 1,020,527	\$ 1,123,130	\$ (102,603)	-9%	7	\$ 2,096,007	\$ 2,246,196	\$ (150,189)	-7%	\$ 2,096,007	\$ 1,983,881	\$ 112,126	6%
4100 - Fleet Maintenance	\$ 629,399	\$ 723,738	\$ (94,339)	-13%	8	\$ 1,245,937	\$ 1,447,098	\$ (201,161)	-14%	\$ 1,245,937	\$ 1,264,432	\$ (18,495)	-1%
9001 - Cobra Benefits	\$ 387	\$ -	\$ 387	100%		\$ 836	\$ -	\$ 836	100%	\$ 836	\$ 2,274	\$ (1,438)	-63%
9005 - Retired Employee Benefits	\$ 77,909	\$ 143,363	\$ (65,454)	-46%	9	\$ 209,866	\$ 286,726	\$ (76,860)	-27%	\$ 209,866	\$ 238,046	\$ (28,180)	-12%
9014 - Operating Grants	\$ 11,543	\$ -	\$ 11,543	100%		\$ 11,543	\$ -	\$ 11,543	100%	\$ 11,543	\$ -	\$ 11,543	100%
110020 - Operating Grants	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
100 - New Flyer Parts Credit	\$ 11,164	\$ -	\$ 11,164	100%		\$ (160,536)	\$ -	\$ (160,536)	100%	\$ (160,536)	\$ -	\$ (160,536)	100%
Total Operating Expenses	\$ 2,807,400	\$ 3,228,925	\$ (421,525)	-13%		\$ 5,617,708	\$ 6,451,461	\$ (833,753)	-13%	\$ 5,617,708	\$ 5,516,923	\$ 100,785	2%

** does not include depreciation

Current Period Notes:

- 1) **Administration** is under budget due to less than anticipated Prof & Tech Fees (web site redesign) and Travel expenses.
- 2) **Finance** is under budget due to less than anticipated insurance - property expenses.
- 3) **IT** is under budget due to equipment repair account/maint contracts are typically paid quarterly or annually.
- 4) **Facilities Maint** is under budget due to not being at full complement.
- 5) **Paratransit Program** is under budget due to not being at full complement and less than anticipated purchased transportation expense.
- 6) **Operations** is under budget due to not being at full complement.
- 7) **Bus Operators** is under budget due to not being at full complement.
- 8) **Fleet** is under budget due to less than anticipated fuel costs.
- 9) **Retired Employee Benefits** is under budget due to the budget being straight lined. Increase will happen towards the end of FY09.

5-9.64



FY08
Consolidated Operating Expenses
For the month ending - August 31, 2008

	Current Period				Notes	Year to Date				YTD Year Over Year Comparison			
	Actual	Budget	\$ Var	% Var		Actual	Budget	\$ Var	% Var	Actual FY09	FY08	\$ Var	% Var
LABOR													
501011 Bus Operator Pay	\$ 599,249	\$ 677,566	\$ (78,317)	-12%		\$ 1,263,422	\$ 1,355,132	\$ (91,710)	-7%	\$ 1,263,422	\$ 1,181,387	\$ 82,035	7%
501013 Bus Operator Overtime	\$ 51,675	\$ 114,459	\$ (62,784)	-55%		\$ 108,615	\$ 228,918	\$ (120,303)	-53%	\$ 108,615	\$ 152,504	\$ (43,889)	-29%
501021 Other Salaries	\$ 470,896	\$ 511,197	\$ (40,301)	-8%		\$ 992,926	\$ 1,022,394	\$ (29,468)	-3%	\$ 992,926	\$ 982,981	\$ 9,945	1%
501023 Other Overtime	\$ 23,510	\$ 24,661	\$ (1,151)	-5%		\$ 45,970	\$ 49,322	\$ (3,352)	-7%	\$ 45,970	\$ 50,175	\$ (4,205)	-8%
Total Labor -	\$ 1,145,330	\$ 1,327,883	\$ (182,553)	-14%		\$ 2,410,933	\$ 2,655,766	\$ (244,833)	-9%	\$ 2,410,933	\$ 2,367,047	\$ 43,886	2%
FRINGE BENEFITS													
502011 Medicare/Soc. Sec.	\$ 16,450	\$ 17,160	\$ (710)	-4%		\$ 34,855	\$ 34,320	\$ 535	2%	\$ 34,855	\$ 33,281	\$ 1,574	5%
502021 Retirement	\$ 175,917	\$ 189,461	\$ (13,544)	-7%		\$ 370,406	\$ 378,922	\$ (8,516)	-2%	\$ 370,406	\$ 337,373	\$ 33,033	10%
502031 Medical Insurance	\$ 369,939	\$ 461,116	\$ (91,177)	-20%		\$ 782,967	\$ 922,232	\$ (139,265)	-15%	\$ 782,967	\$ 737,705	\$ 45,262	6%
502041 Dental Insurance	\$ 38,994	\$ 41,270	\$ (2,276)	-6%		\$ 79,666	\$ 82,540	\$ (2,874)	-3%	\$ 79,666	\$ 74,656	\$ 5,010	7%
502045 Vision Insurance	\$ 11,271	\$ 11,591	\$ (320)	-3%		\$ 22,192	\$ 23,182	\$ (990)	-4%	\$ 22,192	\$ 21,461	\$ 731	3%
502051 Life Insurance	\$ 3,568	\$ 4,164	\$ (596)	-14%		\$ 11,122	\$ 8,328	\$ 2,794	34%	\$ 11,122	\$ 3,811	\$ 7,311	192%
502060 State Disability	\$ 10,672	\$ 14,921	\$ (4,249)	-28%		\$ 22,401	\$ 29,842	\$ (7,441)	-25%	\$ 22,401	\$ 18,291	\$ 4,110	22%
502061 Disability Insurance	\$ 18,371	\$ 17,183	\$ 1,188	7%		\$ 35,536	\$ 34,366	\$ 1,170	3%	\$ 35,536	\$ 33,680	\$ 1,856	6%
502071 State Unemp. Ins	\$ 149	\$ 402	\$ (253)	-63%		\$ 331	\$ 674	\$ (343)	-51%	\$ 331	\$ 733	\$ (402)	-55%
502081 Worker's Comp Ins	\$ 87,060	\$ 91,592	\$ (4,532)	-5%		\$ 163,480	\$ 183,184	\$ (19,704)	-11%	\$ 163,480	\$ 170,053	\$ (6,573)	-4%
502083 Worker's Comp IBNR	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
502101 Holiday Pay	\$ 22,784	\$ 32,291	\$ (9,507)	-29%		\$ 47,281	\$ 64,582	\$ (17,301)	-27%	\$ 47,281	\$ 42,813	\$ 4,468	10%
502103 Floating Holiday	\$ 1,085	\$ 4,568	\$ (3,483)	-76%		\$ 2,053	\$ 6,397	\$ (4,344)	-68%	\$ 2,053	\$ 6,960	\$ (4,907)	-71%
502109 Sick Leave	\$ 53,712	\$ 72,389	\$ (18,677)	-26%		\$ 104,474	\$ 144,779	\$ (40,305)	-28%	\$ 104,474	\$ 103,108	\$ 1,366	1%
502111 Annual Leave	\$ 155,355	\$ 142,987	\$ 12,368	9%		\$ 389,364	\$ 285,974	\$ 103,390	36%	\$ 389,364	\$ 333,486	\$ 55,878	17%
502121 Other Paid Absence	\$ 8,920	\$ 11,824	\$ (2,904)	-25%		\$ 17,066	\$ 23,648	\$ (6,582)	-28%	\$ 17,066	\$ 13,174	\$ 3,892	30%
502251 Physical Exams	\$ 695	\$ 1,106	\$ (411)	-37%		\$ 770	\$ 2,213	\$ (1,443)	-65%	\$ 770	\$ 198	\$ 572	289%
502253 Driver Lic Renewal	\$ 30	\$ 363	\$ (333)	-92%		\$ 128	\$ 726	\$ (598)	-82%	\$ 128	\$ 296	\$ (168)	-57%
502999 Other Fringe Benefits	\$ 5,251	\$ 10,519	\$ (5,268)	-50%		\$ 13,477	\$ 21,038	\$ (7,561)	-36%	\$ 13,477	\$ 20,504	\$ (7,027)	-34%
Total Fringe Benefits -	\$ 980,223	\$ 1,124,907	\$ (144,684)	-13%		\$ 2,097,569	\$ 2,246,947	\$ (149,378)	-7%	\$ 2,097,569	\$ 1,951,583	\$ 145,986	7%
Total Personnel Expenses -	\$ 2,125,553	\$ 2,452,790	\$ (327,237)	-13%	1	\$ 4,508,502	\$ 4,902,713	\$ (394,211)	-8%	\$ 4,508,502	\$ 4,318,630	\$ 189,872	4%

5-9.65



FY08
Consolidated Operating Expenses
For the month ending - August 31, 2008

	Current Period				Notes	Year to Date				YTD Year Over Year Comparison			
	Actual	Budget	\$ Var	% Var		Actual	Budget	\$ Var	% Var	Actual FY09	FY08	\$ Var	% Var
SERVICES													
503011 Acctg & Audit Fees	\$ 20,000	\$ 20,000	\$ -	0%		\$ 22,000	\$ 22,000	\$ -	0%	\$ 22,000	\$ 20,260	\$ 1,740	9%
503012 Admin & Bank Fees	\$ 493	\$ 1,370	\$ (877)	-64%		\$ 1,141	\$ 2,720	\$ (1,579)	-58%	\$ 1,141	\$ 1,534	\$ (393)	-26%
503031 Prof & Tech Fees	\$ 22,486	\$ 17,965	\$ 4,521	25%		\$ 23,161	\$ 35,930	\$ (12,769)	-36%	\$ 23,161	\$ 7,563	\$ 15,598	206%
503032 Legislative Services	\$ 7,500	\$ 8,367	\$ (867)	-10%		\$ 15,000	\$ 16,734	\$ (1,734)	-10%	\$ 15,000	\$ 15,470	\$ (470)	-3%
503033 Legal Services	\$ -	\$ 4,583	\$ (4,583)	-100%		\$ -	\$ 9,166	\$ (9,166)	-100%	\$ -	\$ -	\$ -	0%
503034 Pre-Employ Exams	\$ 787	\$ 1,180	\$ (393)	-33%		\$ 1,505	\$ 2,360	\$ (855)	-36%	\$ 1,505	\$ 2,359	\$ (854)	-36%
503041 Temp Help	\$ 10,003	\$ -	\$ 10,003	100%	2	\$ 23,865	\$ -	\$ 23,865	100%	\$ 23,865	\$ 34,470	\$ (10,605)	-31%
503161 Custodial Services	\$ 4,899	\$ 5,642	\$ (743)	-13%		\$ 10,408	\$ 11,284	\$ (876)	-8%	\$ 10,408	\$ 9,928	\$ 480	5%
503162 Uniform & Laundry	\$ 3,141	\$ 3,629	\$ (488)	-13%		\$ 5,791	\$ 7,258	\$ (1,467)	-20%	\$ 5,791	\$ 6,315	\$ (524)	-8%
503171 Security Services	\$ 29,700	\$ 34,083	\$ (4,383)	-13%		\$ 58,864	\$ 68,166	\$ (9,302)	-14%	\$ 58,864	\$ 53,406	\$ 5,458	10%
503221 Classified/Legal Ads	\$ 1,936	\$ 2,475	\$ (539)	-22%		\$ 3,644	\$ 4,950	\$ (1,306)	-26%	\$ 3,644	\$ 3,566	\$ 78	2%
503222 Legal Advertising	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
503225 Graphic Services	\$ -	\$ 417	\$ (417)	-100%		\$ -	\$ 834	\$ (834)	-100%	\$ -	\$ -	\$ -	0%
503351 Repair - Bldg & Impr	\$ 2,893	\$ 7,500	\$ (4,607)	-61%		\$ 10,654	\$ 15,000	\$ (4,346)	-29%	\$ 10,654	\$ 10,434	\$ 220	2%
503352 Repair - Equipment	\$ 20,156	\$ 39,037	\$ (18,881)	-48%	3	\$ 34,073	\$ 78,074	\$ (44,001)	-56%	\$ 34,073	\$ 20,254	\$ 13,819	68%
503353 Repair - Rev Vehicle	\$ 64,426	\$ 30,000	\$ 34,426	115%	4	\$ 102,861	\$ 60,000	\$ 42,861	71%	\$ 102,861	\$ 61,799	\$ 41,062	66%
503354 Repair - Non Rev Vehicle	\$ 3,526	\$ 2,500	\$ 1,026	41%		\$ 7,921	\$ 5,000	\$ 2,921	58%	\$ 7,921	\$ 30	\$ 7,891	26303%
503363 Haz Mat Disposal	\$ 4,356	\$ 2,516	\$ 1,840	73%		\$ 5,931	\$ 5,033	\$ 898	18%	\$ 5,931	\$ 3,787	\$ 2,144	57%
Total Services -	\$ 196,302	\$ 181,264	\$ 15,038	8%		\$ 326,819	\$ 344,509	\$ (17,690)	-5%	\$ 326,819	\$ 251,175	\$ 75,644	30%
MOBILE MATERIALS AND SUPPLIES													
504011 Fuels & Lube Non Rev Veh	\$ 13,202	\$ 16,417	\$ (3,215)	-20%		\$ 24,241	\$ 32,834	\$ (8,593)	-26%	\$ 24,241	\$ 30,327	\$ (6,086)	-20%
504012 Fuels & Lube Rev Veh	\$ 202,992	\$ 262,500	\$ (59,508)	-23%	5	\$ 389,934	\$ 525,000	\$ (135,066)	-26%	\$ 389,934	\$ 331,067	\$ 58,867	18%
504021 Tires & Tubes	\$ 20,380	\$ 17,083	\$ 3,297	19%		\$ 39,937	\$ 34,166	\$ 5,771	17%	\$ 39,937	\$ 42,736	\$ (2,799)	-7%
504161 Other Mobile Supplies	\$ 1,652	\$ 833	\$ 819	98%		\$ 1,674	\$ 1,666	\$ 8	0%	\$ 1,674	\$ 648	\$ 1,026	158%
504191 Rev Vehicle Parts	\$ 45,629	\$ 64,750	\$ (19,121)	-30%	6	\$ (75,183)	\$ 129,500	\$ (204,683)	-158%	\$ (75,183)	\$ 134,585	\$ (209,768)	-156%
Total Mobile Materials & Supplies -	\$ 283,855	\$ 361,583	\$ (77,728)	-21%		\$ 380,603	\$ 723,166	\$ (342,563)	-47%	\$ 380,603	\$ 539,363	\$ (158,760)	-29%

5-9-06



FY08
Consolidated Operating Expenses
For the month ending - August 31, 2008

	Current Period				Notes	Year to Date				YTD Year Over Year Comparison			
	Actual	Budget	\$ Var	% Var		Actual	Budget	\$ Var	% Var	Actual FY09	FY08	\$ Var	% Var
OTHER MATERIALS & SUPPLIES													
504205 Freight Out	\$ 311	\$ 292	\$ 19	7%		\$ 535	\$ 584	\$ (49)	-8%	\$ 535	\$ 43	\$ 492	1144%
504211 Postage & Mailing	\$ 123	\$ 1,720	\$ (1,597)	-93%		\$ 316	\$ 3,440	\$ (3,124)	-91%	\$ 316	\$ 3,919	\$ (3,603)	-92%
504214 Promotional Items	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
504215 Printing	\$ 2,767	\$ 2,900	\$ (133)	-5%		\$ 10,210	\$ 11,800	\$ (1,590)	-13%	\$ 10,210	\$ 17,450	\$ (7,240)	-41%
504217 Photo Supply/Processing	\$ 145	\$ 808	\$ (663)	-82%		\$ 269	\$ 1,616	\$ (1,347)	-83%	\$ 269	\$ 44	\$ 225	511%
504311 Office Supplies	\$ 5,575	\$ 7,455	\$ (1,880)	-25%		\$ 13,887	\$ 14,910	\$ (1,023)	-7%	\$ 13,887	\$ 17,648	\$ (3,761)	-21%
504315 Safety Supplies	\$ 343	\$ 2,692	\$ (2,349)	-87%		\$ 4,541	\$ 5,384	\$ (843)	-16%	\$ 4,541	\$ 5,493	\$ (952)	-17%
504317 Cleaning Supplies	\$ 3,134	\$ 4,500	\$ (1,366)	-30%		\$ 8,248	\$ 9,000	\$ (752)	-8%	\$ 8,248	\$ 8,637	\$ (389)	-5%
504409 Repair/Maint Supplies	\$ 6,635	\$ 3,833	\$ 2,802	73%		\$ 12,163	\$ 7,666	\$ 4,497	59%	\$ 12,163	\$ 7,182	\$ 4,981	69%
504421 Non-Inventory Parts	\$ 4,681	\$ 3,500	\$ 1,181	34%		\$ 8,124	\$ 9,500	\$ (1,376)	-14%	\$ 8,124	\$ 6,721	\$ 1,403	21%
504511 Small Tools	\$ 690	\$ 833	\$ (143)	-17%		\$ 1,661	\$ 1,666	\$ (5)	0%	\$ 1,661	\$ 653	\$ 1,008	154%
504515 Employee Tool Rplcmt	\$ 397	\$ 217	\$ 180	83%		\$ 397	\$ 434	\$ (37)	-9%	\$ 397	\$ 108	\$ 289	268%
Total Other Materials & Supplies -	\$ 24,801	\$ 28,750	\$ (3,949)	-14%		\$ 60,351	\$ 66,000	\$ (5,649)	-9%	\$ 60,351	\$ 67,898	\$ (7,547)	-11%
UTILITIES													
505011 Gas & Electric	\$ 16,445	\$ 18,418	\$ (1,973)	-11%		\$ 26,134	\$ 36,836	\$ (10,702)	-29%	\$ 26,134	\$ 28,198	\$ (2,064)	-7%
505021 Water & Garbage	\$ 9,077	\$ 10,313	\$ (1,236)	-12%		\$ 20,337	\$ 20,626	\$ (289)	-1%	\$ 20,337	\$ 23,146	\$ (2,809)	-12%
505031 Telecommunications	\$ 8,122	\$ 10,025	\$ (1,903)	-19%		\$ 14,617	\$ 20,050	\$ (5,433)	-27%	\$ 14,617	\$ 14,560	\$ 57	0%
Total Utilities -	\$ 33,644	\$ 38,756	\$ (5,112)	-13%		\$ 61,088	\$ 77,512	\$ (16,424)	-21%	\$ 61,088	\$ 65,904	\$ (4,816)	-7%
CASUALTY & LIABILITY													
506011 Insurance - Property	\$ 5,912	\$ 9,862	\$ (3,950)	-40%	7	\$ 11,824	\$ 19,724	\$ (7,900)	-40%	\$ 11,824	\$ 7,656	\$ 4,168	54%
506015 Insurance - PL & PD	\$ 40,526	\$ 42,500	\$ (1,974)	-5%		\$ 81,052	\$ 85,000	\$ (3,948)	-5%	\$ 81,052	\$ 68,724	\$ 12,328	18%
506021 Insurance - Other	\$ -	\$ 67	\$ (67)	-100%		\$ -	\$ 134	\$ (134)	-100%	\$ -	\$ 118	\$ (118)	-100%
506123 Settlement Costs	\$ 18,520	\$ 12,500	\$ 6,020	48%	8	\$ 21,705	\$ 25,000	\$ (3,295)	-13%	\$ 21,705	\$ 8,886	\$ 12,819	144%
506127 Repairs - Dist Prop	\$ (983)	\$ -	\$ (983)	100%		\$ 533	\$ -	\$ 533	100%	\$ 533	\$ (3,516)	\$ 4,049	-115%
Total Casualty & Liability -	\$ 63,975	\$ 64,929	\$ (954)	-1%		\$ 115,114	\$ 129,858	\$ (14,744)	-11%	\$ 115,114	\$ 81,868	\$ 33,246	41%
TAXES													
507051 Fuel Tax	\$ 9,619	\$ 916	\$ 8,703	950%	9	\$ 9,842	\$ 1,833	\$ 8,009	437%	\$ 9,842	\$ 1,671	\$ 8,171	489%
507201 Licenses & permits	\$ -	\$ 1,113	\$ (1,113)	-100%		\$ -	\$ 2,226	\$ (2,226)	-100%	\$ -	\$ 1,279	\$ (1,279)	-100%
507999 Other Taxes	\$ -	\$ 500	\$ (500)	-100%		\$ 2,485	\$ 1,000	\$ 1,485	149%	\$ 2,485	\$ 1,211	\$ 1,274	105%
Total Utilities -	\$ 9,619	\$ 2,529	\$ 7,090	280%		\$ 12,327	\$ 5,059	\$ 7,268	144%	\$ 12,327	\$ 4,161	\$ 8,166	196%

5-9.67



FY08
Consolidated Operating Expenses
For the month ending - August 31, 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
<u>PURCHASED TRANSPORTATION</u>													
503406 Contr/Paratrans	\$ 2,726	\$ 20,833	\$ (18,107)	-87%	10	\$ 9,072	\$ 41,666	\$ (32,594)	-78%	\$ 9,072	\$ 50,893	\$ (41,821)	-82%
Total Purchased Transportation -	\$ 2,726	\$ 20,833	\$ (18,107)	-87%		\$ 9,072	\$ 41,666	\$ (32,594)	-78%	\$ 9,072	\$ 50,893	\$ (41,821)	-82%
<u>MISC</u>													
509011 Dues & Subscriptions	\$ 5,232	\$ 5,355	\$ (123)	-2%		\$ 11,585	\$ 10,710	\$ 875	8%	\$ 11,585	\$ 4,398	\$ 7,187	163%
509085 Advertising - Rev Product	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
509101 Emp Incentive Prog	\$ 45	\$ 1,109	\$ (1,064)	-96%		\$ 106	\$ 2,218	\$ (2,112)	-95%	\$ 106	\$ 213	\$ (107)	-50%
509121 Employee Training	\$ 270	\$ 2,492	\$ (2,222)	-89%		\$ 6,355	\$ 10,984	\$ (4,629)	-42%	\$ 6,355	\$ 3,620	\$ 2,735	76%
509123 Travel	\$ 1,219	\$ 6,002	\$ (4,783)	-80%	11	\$ 4,206	\$ 12,005	\$ (7,799)	-65%	\$ 4,206	\$ 7,226	\$ (3,020)	-42%
509125 Local Meeting Exp	\$ 205	\$ 390	\$ (185)	-47%		\$ 422	\$ 780	\$ (358)	-46%	\$ 422	\$ 513	\$ (91)	-18%
509127 Board Director Fees	\$ 850	\$ 1,100	\$ (250)	-23%		\$ 1,700	\$ 2,200	\$ (500)	-23%	\$ 1,700	\$ 2,850	\$ (1,150)	-40%
509150 Contributions	\$ -	\$ 54	\$ (54)	-100%		\$ -	\$ 108	\$ (108)	-100%	\$ -	\$ 98	\$ (98)	-100%
509197 Sales Tax Expense	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
509198 Cash Over/Short	\$ (266)	\$ 42	\$ (308)	-733%		\$ (258)	\$ 84	\$ (342)	-407%	\$ (258)	\$ 72	\$ (330)	-458%
Total Misc -	\$ 7,555	\$ 16,544	\$ (8,989)	-54%		\$ 24,116	\$ 39,089	\$ (14,973)	-38%	\$ 24,116	\$ 18,990	\$ 5,126	27%
<u>LEASES & RENTALS</u>													
512011 Facility Rentals	\$ 58,146	\$ 58,721	\$ (575)	-1%		\$ 116,292	\$ 117,442	\$ (1,150)	-1%	\$ 116,292	\$ 111,611	\$ 4,681	4%
512061 Equipment Rentals	\$ 1,223	\$ 2,225	\$ (1,002)	-45%		\$ 3,422	\$ 4,450	\$ (1,028)	-23%	\$ 3,422	\$ 6,430	\$ (3,008)	-47%
Total Leases & Rentals -	\$ 59,369	\$ 60,946	\$ (1,577)	-3%		\$ 119,714	\$ 121,892	\$ (2,178)	-2%	\$ 119,714	\$ 118,041	\$ 1,673	1%
Total Non-Personnel Expenses -	\$ 681,846	\$ 776,134	\$ (94,288)	-12%		\$ 1,109,204	\$ 1,548,751	\$ (439,547)	-28%	\$ 1,109,204	\$ 1,198,293	\$ (89,089)	-7%
TOTAL OPERATING EXPENSE -	\$ 2,807,399	\$ 3,228,924	\$ (421,525)	-13%		\$ 5,617,706	\$ 6,451,464	\$ (833,758)	-13%	\$ 5,617,706	\$ 5,516,923	\$ 100,783	2%

** does not include depreciation

Current Period Notes:

- 1) **Total Personnel Expenses** are below budget due to not being at full complement.
- 2) **Temp Help** is over budget due to vacancies and work loads. (Expense is offset by savings in personnel expense.)
- 3) **Repair - Equipment** is under budget due to inability to anticipate when repair costs will be incurred.

5-9-08



FY08
Consolidated Operating Expenses
For the month ending - August 31, 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>	Actual	FY09	FY08	<u>\$ Var</u>	<u>% Var</u>

- 4) **Repair - Rev Vehicle** is over budget due to an aging fleet that requires increased repairs.
- 5) **Fuels & Lube Rev Veh** is under budget due to the CNG conversion and the resulting economies in fuel consumption.
- 6) **Rev Vehicle Parts** is under budget due to unbudgeted New Flyer liquidated damages parts credit and inability to anticipate when parts will be needed.
- 7) **Insurance-Property** is under budget due to not occupying the Maint. Facility on Golf Club yet.
- 8) **Settlement costs** are under budget due to less than anticipated settlement costs for the month.
- 9) **Fuel Tax** is over budget due to greater number of CNG vehicles reported on fuel tax filing than anticipated.
- 10) **Contr/Paratrans** is under budget. Less than budgeted rides were needed for the month.
- 11) **Travel** is under budget due to straight-lining of the budget.

5-9.69



FY2009
CAPITAL BUDGET
For the month ending - August 31, 2008

	<u>YTD Actual</u>		<u>FY09 Budget</u>		<u>Remaining Budget</u>	<u>% Spent YTD</u>
<u>Grant-Funded Projects</u>						
MetroBase Maintenance Facility	\$ 67,082	\$	3,605,404	\$	3,538,322	2%
MetroBase Operations Facility	\$ -	\$	9,404,019	\$	9,404,019	0%
Local Bus Replacement	\$ -	\$	3,572,932	\$	3,572,932	0%
CNG Bus Conversions	\$ 614,662	\$	3,410,000	\$	2,795,338	18%
Pacific Station Project	\$ 551	\$	3,190,300	\$	3,189,749	0%
H17 Bus Replacement	\$ -	\$	2,359,050	\$	2,359,050	0%
Advanced Traveller Information System	\$ -	\$	500,000	\$	500,000	0%
Facility Camera Security System	\$ 1,744	\$	220,000	\$	218,256	1%
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%
Subtotal Grant Funded Projects	\$ 702,086	\$	26,582,846	\$	25,880,760	3%
<u>District Funded Projects</u>						
<u>IT Projects</u>						
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	\$ 12,503	\$	50,000	\$	37,497	25%
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%
<u>Facilities Repair & Improvements</u>						
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.	\$ 3,960	\$	16,000	\$	12,040	25%
Patch, Reseal, Restripe - Cavallaro Transit Center (SVT)	\$ -	\$	7,550	\$	7,550	0%
Patch, Reseal, Restripe - Soquel Park & Ride Lot	\$ -	\$	5,650	\$	5,650	0%
Spare Posi/Lock - 105 Nozzle Assembly	\$ -	\$	1,208	\$	1,208	0%

5-9.610



FY2009
CAPITAL BUDGET
For the month ending - August 31, 2008

	<u>YTD Actual</u>		<u>FY09 Budget</u>		<u>Remaining Budget</u>	<u>% Spent YTD</u>
<u>Revenue Vehicle Replacement</u>						
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	\$ (10,290)	\$	106,302	\$	116,592	-10%
<u>Non-Revenue Vehicle Replacement</u>						
Supervisor Vehicle - Hybrid	\$ -	\$	29,500	\$	29,500	0%
<u>Maint Equipment</u>						
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%
<u>Office Equipment</u>						
Digital Cameras - Supervisors (12)	\$ -	\$	3,500	\$	3,500	100%
<u>Admin</u>						
Purchase & Renovation of Vernon Bldg	\$ 200	\$	2,962,139	\$	2,961,939	0%
<hr/>						
Subtotal District Funded Projects	\$ 25,477	\$	7,424,337	\$	7,398,860	0%
<hr/>						
TOTAL CAPITAL PROJECTS	\$ 727,563	\$	34,007,183	\$	33,279,620	2%

5-9.611



FY2009
CAPITAL BUDGET
For the month ending - August 31, 2008

	<u>YTD Actual</u>	<u>FY09 Budget</u>	<u>Remaining Budget</u>	<u>% Spent YTD</u>
<u>CAPITAL FUNDING</u>				
Federal Capital Grants	\$ 53,666	\$ 2,668,343	\$ 2,614,677	2%
State/Other Capital Grants (STIP)	\$ 614,662	\$ 8,610,000	\$ 7,995,338	7%
State/Other Capital Grants (1B PTMISEA)	\$ -	\$ 4,404,019	\$ 4,404,019	0%
State/Other Capital Grants (TCRP)	\$ 551	\$ 873,216	\$ 872,665	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)	\$ 27,221	\$ 574,325	\$ 547,104	5%
Alternative Fuel Conversion Fund	\$ -	\$ 462,000	\$ 462,000	0%
District Reserves (Lawsuit & Sakata Proceeds)	\$ 13,416	\$ 6,440,577	\$ 6,427,161	0%
Capital Reserves	\$ -	\$ 4,115,523	\$ 4,115,523	0%
TOTAL CAPITAL FUNDING	\$ 727,563	\$ 34,007,183	\$ 33,279,620	2%

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

5-9.612

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: October 24, 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 September 4, 2008 Regular SCCRTC Meeting

5-10.1

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

DRAFT MINUTES

Thursday
September 4, 2008
9:00 a.m.

Board of Supervisors Chambers
701 Ocean Street, 5th Floor
Santa Cruz, CA

1. Roll Call

Members Present:

Jan Beautz

Bob Begun

Dene Bustichi

Tony Campos

Neal Coonerty

David Murray (ex officio)

Randy Johnson

Emily Reilly

Dale Skillicorn

Pat Spence

Mark Stone

Members Absent:

Ellen Pirie

Antonio Rivas

Staff Present:

George Dondero

Luis Mendez

Yesenia Parra

Gini Pineda

Karena Pushnik

Rachel Moriconi

Kim Shultz

2. Oral Communications

Jack Nelson referred to a letter he wrote with attached articles included in Item 16 and asked the Commission to consider that climate change is happening faster than anticipated when making policy decisions.

3. Additions or Deletions to Consent and Regular Agendas

Executive Director George Dondero said that there was an add-on page for Item 19, a handout of the slide presentation for Item 21 and two sets of add-on pages for Item 22. He also noted that postcards of artwork by Sally Matheson illustrating the Highway 1/17 Merge Lanes Project were given to the Commissioners.

5-10.91

CONSENT AGENDA (Skillicorn/Beautz)

4. Approved Minutes of the August 7, 2008 Regular SCCRTC Meeting
5. Approved Minutes of the August 21, 2008 Transportation Policy Workshop Meeting

POLICY

No Consent Items

PROJECTS and PLANNING

No Consent Items

COMMISSION BUDGET AND EXPENDITURES

6. Accepted Status Report on Transportation Development Act (TDA) Revenues

ADMINISTRATION

7. Approved Payment of Social Security Funds and Accrued Interest to Employees Opting into Social Security and Departing Employees
8. Approved Community of RTC Employees (CORE) Long Term Disability Plan Option (Resolution 02-09)

COMMITTEE MINUTES

9. Accepted Draft Minutes of the August 11, 2008 Bicycle Committee Meeting
10. Accepted Draft Minutes of the August 12, 2008 Elderly & Disabled Transportation Advisory Committee Meeting

INFORMATION/OTHER

11. Accepted Lift Line Operations Status Report
12. Accepted Volunteer Center of Santa Cruz County Transportation Program 4th Quarter and Year End Final Report
13. Accepted Monthly Meeting Schedule
14. Accepted Correspondence Log
15. Accepted Letters from SCCRTC Committees and Staff to Other Agencies

5-10.a2

- a. Letter to the City of Santa Cruz Regarding Accessibility of Parking Lot #5 from John Daugherty, Chair of the Elderly & Disabled Transportation Advisory Committee
 - b. Letter to the Board of Directors of the Santa Cruz Metropolitan Transit District (METRO) Regarding METRO Request for Input on Senior/Disabled Buss Pass Policy from John Daugherty, Chair of the Elderly and Disabled Transportation Advisory Committee
 - c. Letter to Mark Dettle, Director, City of Santa Cruz, Department of Public Works Regarding King Street Bicycle Facilities
 - d. Letter to Chris Schneiter, Assistant Director, City of Santa Cruz, Department of Public Works Regarding San Lorenzo River Walkway Repair
 - e. Letter to RTC Chair, Tony Campos Regarding Rail Acquisition from Daniel Kostelec, Chair of the RTC Bicycle Committee
 - f. Letter to the City of Santa Cruz, Mayor Ryan Coonerty Regarding Tour of California
 - g. Letter to Jack Sohriakoff, County of Santa Cruz Public Works Department from Daniel Kostelec, Chair of Bicycle Committee
16. Accepted Miscellaneous Written Comments from the Public on SCCRTC Projects and Transportation Issues
 17. Accepted Information Items
 - a. Article: Gas Prices Remind Us: We must bring BART to Valley: by Paul Locatelli, San Jose Mercury News, August 3, 2008
 - b. Article: Carmel Chamber Endorses Transportation Investment Plan: Central Coast Reporter, August 2008

SERVING AS THE SERVICE AUTHORITY FOR FREEWAY EMERGENCIES (SAFE)

REGULAR AGENDA

18. Commissioner Reports

Commissioner Beautz presented a certificate of appreciation to Bob Pesce for his service on the Elderly and Disabled Transportation Advisory Committee (E&D TAC). Mr. Pesce had been on the Committee since 1989 and was a great representative with good ideas and dedication to public service.

Mr. Pesce said that transportation issues for disabled people are challenging and that it is important to make life as easy as possible for an aging population.

John Daugherty, Chair of the E&D TAC, thanked Mr. Pesce, saying that he kept members on point during meetings and had an aptitude for details.

5-10.93

19. Director's Report

Executive Director George Dondero introduced Sally Matheson, the local artist who painted a series of watercolors of the construction of the Highway 1/17 Merge Lanes project. Ms. Matheson said that the workers needed recognition and that the project was well run. Her work will be on exhibit at the Dead Cow Gallery on River Street from September 5-30, 2008.

Mr. Dondero noted two grants awarded to the RTC by the Air District. He also said that there will be two guest speakers from the San Luis Obispo Council of Governments at the November RTC meeting to speak about their experience with the regional blueprint planning process. He commented on staff efforts to improve outreach to the community by way of the Speakers Bureau presentations, the recently created Public Relations Team and the joint public outreach effort in conjunction with the SCMTD. He added that a consulting team has been selected to upgrade the SCCRTC website which will provide even better service to the community.

20. Caltrans Report

Dave Murray, Caltrans District 5, said that Highway 129 will be closed for up to 12 hours to remove a crane that fell down the side of the slope during improvements to the highway.

21. Highway 1 Projects- Progress Report

Chris Metzger, Nolte Associates gave an update on the HOV Lanes Project reviewing the status of the Environmental Document, the engineering alternatives, planned public outreach and the project timeline.

Paraq Mehta reviewed progress on the Auxiliary Lanes Project reporting on the environmental process, public outreach, design elements and project timeline.

Commissioners discussed current estimated costs and the time period for the environmental review for both projects.

Jack Nelson said that sustainable design elements should be included in the projects.

22. State Legislative and State Budget Update

Senior Planner Rachel Moriconi noted that the state budget has not been adopted and that the RTC has repeatedly opposed diverting transportation funds to the state general fund. She referred to a list of projects that could be affected if Proposition 42 is suspended in order to backfill the general fund. In the event that Proposition 42 funds are diverted, the California Transportation Commission (CTC) will reprogram the 2008 State Transportation Improvement Program

5-10.94

(STIP), which will cause delay or deprogramming of projects programmed in the STIP. Since Santa Cruz only received 32% of its share of 2008 STIP funds, staff will advocate that any delays or deprogramming come from regions programmed to receive more than their fair share of funds.

Ms. Moriconi added that the CTC decided not to reevaluate the Public Transportation Account (PTA) funds because a significant change in available PTA funds is not expected for FY 08-09. RTC staff is advocating that the AB 3090 reimbursement for the Metrobase project be allocated. Ms. Moriconi handed out an updated matrix showing bills that were sent to the Governor for his signature. SB 375 (Steinberg), which mandates that land use planning be incorporated into transportation planning, still has ambiguous language, and amendments are planned for the next legislative session. Ms. Moriconi added that AMBAG has received a blueprint grant to prepare a plan for our region and that it will include components of a preferred growth plan.

Executive Director Dondero emphasized the need for a local revenue stream to fund transportation projects and to decrease reliance on the shrinking state and federal funding.

Commissioners discussed the effect of the reductions on specific projects.

Commissioner Stone, referring to the letter from CalCOG to Senator Steinberg, said that it is best to be at the table when it comes time to implement this bill, rather than be excluded from future discussions.

- 23. Review of Items to be Discussed in Closed Session – N/A
- 24. Oral and Written Communications Regarding Closed Session – N/A

CLOSED SESSION – Removed from Agenda

- 25. Conference with Real Property Negotiator Pursuant to Government Code 54956.8 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

- 26. Report on Closed Session – N/A
- 27. Santa Cruz Branch Rail Line Acquisition –Freight Railroad Consulting Services and Coastal Conservancy Reimbursable Grant

5-10.a5

Commissioner Campos said to inform staff if Commissioners would like more information regarding the Coastal Conservancy reimbursable grant.

Deputy Director Luis Mendez presented the staff report recommending approval to enter into agreements with the selected freight railroad services consultants and to carry over corresponding funds from the FY 07-08 budget to the FY 08-09 budget. The consulting services are to be provided at an hourly rate plus reimbursable costs with a maximum expenditure of \$25,000 for each consultant. Mr. Mendez briefly reviewed the Coastal Conservancy reimbursable grant information included in the staff report.

Commissioners asked if increasing freight shipments would require an additional EIR, whether a new business plan would be necessary, and if the amount of the contracts is within budget. Mr. Mendez said that a new EIR would not be necessary and that since the previous business plan was developed in 2004, a new plan would be more comprehensive. He assured Commissioners that the recommended cap for the consulting services is within budget.

Commissioner Stone moved and Commission Alternate Skillicorn seconded to approve the staff recommendations that the Regional Transportation Commission (RTC) approve a resolution authorizing the Executive Director to enter into agreements with Renaissance Rail Group and Egan Consulting Group for freight railroad consulting services and carrying over funds from the fiscal year (FY) 07-08 budget to the FY 08-09 budget for this work.

The motion (Resolution 03-09) passed unanimously.

Commissioner Spence asked questions regarding payback of the Coastal Conservancy reimbursable grant. Deputy Director Mendez explained the possible payback scenarios involving STIP funds, RSTP exchange funds, the reimbursable grant and AB 3090 reimbursement.

Executive Director Dondero added that at this time these questions are speculative until the state passes a budget and until the Commission has decided whether to buy the rail line and whether to use the Coastal Conservancy reimbursable grant funds.

28. Next Meetings/Adjournment

Commissioner Campos asked if the locations for the October and November RTC meetings could be switched. Staff will investigate the possibility of switching the locations and inform the Commissioners.

The meeting adjourned at 10:29 am.

5-10.96

The next Transportation Policy Workshop meeting is scheduled for Thursday, September 18, 2008 at 9:00 a.m. at the SCCRTC Offices, 1523 Pacific Avenue, Santa Cruz, CA.

The next SCCRTC meeting is scheduled for Thursday, October 2, 2008 at 9:00 a.m. at the Board of Supervisors Chambers, 701 Ocean St, Santa Cruz, CA.

Respectfully submitted,

Gini Pineda, Staff

ATTENDEES

John Daugherty
Robert and Donna Pesce
Chris Metzger
Paraq Mehta
Les White
Jack Nelson
Cliff Walters
John Presleigh
Sally Matheson

E&D TAC
E&D TAC
Nolte
Nolte
SCMTD

Sierra Railroad
County DPW

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

July 11, 2008

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, July 11, 2008 at the District's Administrative Office located at 370 Encinal Street in Santa Cruz, California.

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

SECTION 1: OPEN SESSION

1. ROLL CALL:

DIRECTORS PRESENT

Jan Beautz
Dene Bustichi
Donald Hagen
Kirby Nicol
Emily Reilly (arrived after roll call)
Mike Rotkin (arrived after roll call)
Dale Skillicorn
Pat Spence
Marcela Tavantzis
Ex-Officio Donna Blitzler

DIRECTORS ABSENT

Michelle Hinkle
Mark Stone

STAFF PRESENT

Ciro Aguirre, Operations Manager
Mark Dorfman, Assistant General Manager
Mary Ferrick, Fixed Route Superintendent
Margaret Gallagher, District Counsel
Shona Harper, Asst Paratransit Superintendent

Debbie Kinslow, Asst Finance Manager
Robyn Slater, Human Resources Manager
Tom Stickel, Maintenance Manger
April Warnock, Paratransit Superintendent
Les White, General Manager

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

Marlene Connor, Wilbur Smith Associates
Jim McLaughlin, WSA
Ian McFadden, Transit Planner
Bonnie Morr, UTU
Micah Posner, People Power

Karena Pushnik, SCCRTC
Will Regan, VMU
Robert Yount, MAC
Peter Wu, Bus Operator (Claimant)

2. ORAL AND WRITTEN COMMUNICATION TO THE BOARD OF DIRECTORS

Written:

- | | | | |
|----|-----------------|-----|--------------------------------------|
| a. | Richard Masoner | Re: | Bicycles Inside Hwy 17 Express Buses |
| b. | Natasha Castro | Re: | Bicycles Inside Hwy 17 Express Buses |

5-11.1

c. Darcy Horton

Re: UTU, Local 23 Fixed Route Labor Agreement

DIRECTOR ROTKIN ARRIVED

Oral:

Ciro Aguirre introduced Shona Harper as METRO's new Paratransit Assistant Superintendent.

3. LABOR ORGANIZATION COMMUNICATIONS

None.

4. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

A revised MAC Agenda, page #5-4.1, was distributed and is attached to the file copy of these minutes.

CONSENT AGENDA

5-1. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS FOR THE MONTH OF JUNE 2008

No questions or comments.

5-2. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR MAY 2008

No questions or comments.

**5-3. CONSIDERATION OF TORT CLAIMS:
DENY THE CLAIM OF CHAD PEEVYHOUSE, CLAIM #08-0019;
DENY THE CLAIM OF GARY HAROLD, CLAIM #08-0020**

No questions or comments.

5-4. ACCEPT AND FILE THE METRO ADVISORY COMMITTEE (MAC) AGENDA FOR JULY 16, 2008 AND MINUTES OF MAY 21, 2008

Regarding the fourth paragraph on page #5-4.5, Director Spence suggested that the RTC's Cost of Driving brochures be made available by METRO. Mark Dorfman replied that a Commute Calculator had just been posted on METRO's website. Karen Pushnik added that the RTC's Cost of Driving calculator had been updated and is available on their website.

5-5. ACCEPT AND FILE PARACRUZ OPERATIONS STATUS REPORT FOR THE MONTH OF APRIL 2008

No questions or comments.

5-11.2

5-6. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR MARCH 2008

No questions or comments.

5-7. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT WITH SUE CLARKE FOR AUDITING OF THE TALKING BUSES EXTERNAL ANNOUNCEMENTS AT THE BART CAVALLARO TRANSIT CENTER

Bonnie Morr, United Transportation Union, Local 23 Chair, stated that the auditors' findings of failures may be inaccurate and there is no real accountability. Ms. Morr suggested that if the auditors reported 100% compliance then their contracts would be terminated by METRO.

DIRECTOR REILLY ARRIVED

Ms. Morr complained that bus operators have no recourse when being accused of failing to make required call stop announcements as reported by the auditors who may not be trained properly. Ms. Morr indicated that operators who had been METRO employees with good records were being accused of failing to make the calls and that such actions were bad for morale.

Margaret Gallagher responded that the security guards and the independent auditors all receive training and that the next Board Packet will include the most recent audit results which are in the very high 90's for both the internal and external announcements.

Director Rotkin responded to Ms. Morr's suggestion that the auditors were motivated to lie about the audit results in order to keep their contracts. Director Rotkin clarified that even if every audit reported 100% compliance, METRO would not cancel the contracts because they provide documentation that METRO is in compliance which protects METRO from future lawsuits.

Director Reilly requested that information on how METRO addresses missed call stops be included in the Ms. Gallagher's July 25th Staff Report.

5-8. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE FOR THE MONTH OF APRIL 2008

No questions or comments.

REGULAR AGENDA

6. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS:

This presentation will take place at the July 25, 2008 Board Meeting.

7. CONSIDERATION OF APPROVAL OF RESOLUTION OF APPRECIATION FOR THE SERVICES OF BONNIE J. WILSON AS ADMINISTRATIVE ASSISTANT/SUPERVISOR FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

This presentation will take place at the July 25, 2008 Board Meeting.

5-11.3

8. **CONSIDERATION OF MAC RECOMMENDATION TO PROHIBIT FULL SIZE BICYCLES INSIDE OF HIGHWAY 17 BUSES**

Summary:

Ciro Aguirre reported that the Highway 17 Express service has experienced significant ridership growth including the increased presence of bicycles and he distributed a summary of the “Bikes on Buses” issue from previous Board Agenda Packets which is attached to the file copy of these minutes.

Mr. Aguirre outlined the history of METRO allowing bikes in buses and reported that the issue has come up again because a Customer Service Report was presented to MAC at its April 16th meeting that referenced a complaint submitted by a Highway 17 passenger expressing concern that he and several other passengers were required to stand up the entire trip from Santa Cruz to San Jose due to bicycles inside the bus.

MAC is recommending that the Board consider revising METRO’s current policy to prohibit full-sized bicycles inside Highway 17 buses after September 2008, and that the Board hold a Public Hearing on the proposed policy change.

Les White explained that staff recommends holding discussions with Bus Operators and bicycle riders and going back to MAC to talk about how the nature, use and configuration of the Highway 17 route has changed over the past eight years since full-sized bikes have been allowed inside of the buses.

Discussion:

There was a discussion about bicycles inside buses displacing three passengers because three seats are rendered unusable. Suggestions included posting signage in the securement area stating that bicycles are last priority and cannot displace passengers, resurrecting the yellow bike program and providing community bike lockup areas.

Bonnie Morr, UTU, expressed that she would not want bikes to be prohibited inside Highway 17 buses and that she would like to see language included in the policy and posted inside the buses stating that if a bicycle was already inside the bus and a passenger wished to board and needed the seat, the bicycle would have to be removed.

Bob Yount, MAC, explained that MAC’s intent was that the process to get the full-sized bicycles out of the inside of buses would be long-term with a six-month to one-year notice while promoting and encouraging folding bikes in the meantime.

Micah Posner, People Power, stated that he firmly believes that bikes should be the last priority and that signage in the securement area would be very helpful. Mr. Posner also said that People Power would love to work with METRO on the yellow bike program. Les White reported that there were vacancies on the MAC and suggested that people from the bike community apply.

5-11.4

9. **CONSIDERATION OF ADOPTING AN ANNUAL DBE PARTICIPATION RATE OF 1.32% FOR FEDERALLY FUNDED PROCUREMENTS IN FY 2009**

Mark Dorfman reported that this is an annual requirement of the Department of Transportation.

10. **RECEIVE A PRESENTATION ON THE DRAFT SHORT RANGE TRANSIT PLAN AND CONSIDER CIRCULATING THE DRAFT FOR PUBLIC REVIEW**

Summary:

Mark Dorfman reported that Wilbur Smith Associates (WSA) would give a presentation today on the Draft Short Range Transit Plan (SRTP) and that the Board would consider authorizing public circulation of the Draft SRTP to enable stakeholders and interested parties to review and comment on it. During the public review period, WSA will conduct two public presentations, one each proposed for the north and south county areas with at least one being an evening meeting. WSA and/or METRO staff will present the plan contents to the SCCRTC Interagency Technical Advisory Committee (ITAC), the SCCRTC Elderly/Disabled Technical Advisory Committee (E/D TAC) and to the METRO Advisory Committee (MAC). WSA will consider comments from these outreach meetings and incorporate appropriate revisions into the final SRTP.

A Public Hearing will then be held on the final SRTP prior to adoption. Initiating the Draft circulation now would enable a six-week public review period to be concluded with a Public Hearing and adoption of the final SRTP at the Board meeting of August 22, 2008.

Marlene Connor, WSA, distributed a hard-copy of the slide presentation which is attached to the file copy of these minutes. Jim McLaughlin and Ms. Connor provided detailed information on each of the slides, focusing mainly on the recommendations which includes a "Trunk and Feeder" service proposal.

Discussion:

Director Reilly asked what percentage of incorporated and unincorporated areas were included in the public outreach-data collection process. Ms. Connor replied that community meetings were held with non-transit users in incorporated Watsonville and Capitola, and that transit passengers, drivers, and Cabrillo students were also interviewed and surveyed.

Chair Beautz stated she was very concerned as a County Supervisor and has a real problem with entire report because 56% of the population lives in the unincorporated areas of the county and that she had not been contacted at all for input and that there were 30,000 people in her district of Live Oak alone that were completely excluded from the process, as were the Mountain community.

The Trunk & Feeder concept was discussed and explained as high-frequency service on the three main trunks: Watsonville to Downtown Santa Cruz, Downtown Santa Cruz to UCSC, and San Lorenzo Valley to Downtown Santa Cruz, and dedicated local service on the feeder routes. Director Rotkin commented that Express Service seemed to be missing from this concept and that people are not going to be interested in transferring two times to get to work.

5-11.5

Marlene Connor briefly described the Organizational Structure recommendations which would establish an internal program for planning and implementing agency goals and objectives which would be measured through a Performance Measurement Program to ensure consistency and sustainability in the service METRO provides.

Ms. Connor explained that a fairly conservative approach was taken regarding the anticipated operating revenue estimates, funding uncertainties, and budget growth rate assumptions included in the Financial Analysis. If the Trunk & Feeder concept were implemented, new CNG vehicles would need to be purchased at a total cost of between \$2.9 million and \$3.7 million per fiscal year through FY 11-12.

The presentation concluded with Ms. Connor outlining the Next Steps which include circulating the draft SRTP for comment, holding a public hearing, adopting the final SRTP, and finally, implementing the Goals and Objectives, initiating the Performance Measurement Process, and implementing the Service Plan and Organizational Structure recommendations.

Chair Beautz commented that she was under the impression all along that the SRTP would address how to set up a process for the Board to allocate a limited amount of available funding each year towards service requests, but instead, this report is looking at a whole new way to run METRO's service which seems like a long-range plan and a huge change with no consideration towards service requests.

ACTION: MOTION: DIRECTOR REILLY SECOND: DIRECTOR ROTKIN

Extend the meeting 30 minutes

Motion passed unanimously with Directors Hinkle and Stone being absent.

Discussion:

Les White replied that the expectation is that the body of the report will include a framework of service standards, performance measures, and policy directions in order for the Board to make informed decisions regarding service reliability versus service expansion so limited transit resources are focused appropriately during the five-year planning period from FY 2008 through FY 2012.

Mr. White explained that the Trunk & Feeder plan separates the trunks and feeder routes thereby eliminating the problematic interlining that is in place now. This concept puts priority on service reliability when the economy improves rather than service expansion that may not be sustainable. However, additional service hours are necessary to implement this plan, which is why METRO is still interlining. The public needs to be informed about and have input on this approach that fixes the interlining and reliability problem first and then prioritizes how to address coverage problems utilizing the tools contained in the report.

Chair Beautz stated that this is a huge issue and the outreach process needs to be complete, not just a few people in two cities. Director Reilly agreed and stated that the public outreach process needs to be discussed. Director Spence stated that she feels the report is incredibly detailed and

5-11.6

should be distilled down so the public can readily understand it. Director Rotkin stated that this process should not be driven by public comments; rather, it should focus on service reliability before any service expansion.

DIRECTOR NICOL LEFT THE MEETING

Les White suggested that the Board consider authorizing the public circulation of the draft SRTP contingent upon staff presenting a proposed public outreach plan to the Board at the July 25, 2008 meeting.

Director Skillicorn stated that the location of the outreach meetings is important in order to get more stakeholder and general public participation.

Director Tavantzis stated that although she has seen great work done by Wilbur Smith Associates, she was very disappointed with the unprofessional quality of this report and the length of time it took to develop it because it no longer reflects accurate data two years after the contract was awarded. Director Tavantzis also said that she was surprised that the stakeholders did not include all of the METRO Board Members or the County Board of Supervisors and also added that if the Trunk & Feeder concept is implemented then transfers should be revived because otherwise people will be paying twice to take two buses when they cannot afford a monthly pass.

Chair Beautz agreed with Director Tavantzis and stated that she was not willing to vote on this today because there were too many problems, the change is too drastic and not what she was expecting for a short-range plan, and she feels it is a poor report that is not ready to be presented to the public.

Vice Chair Bustichi stated that he would like to get some real input on this report and the recommendations it contains.

Director Rotkin expressed concern that riders will have to take more than one bus to make the same trip one bus makes today.

The Board asked for clarification on several of the terms and specifics of the Trunk & Feeder concept contained in the report. Les White stated that he agrees that if it cannot be presented to the Board in an understandable way, then key decisions need to be made so the report can be re-presented to the Board and then to the public.

ACTION: MOTION: DIRECTOR REILLY SECOND: DIRECTOR BEAUTZ

Extend the meeting to 12:30 p.m.

Motion passed unanimously with Directors Hinkle, Nicol, and Stone being absent.

Discussion:

Director Skillicorn agreed that the report is not ready to be presented to the public.

5-11.7

Chair Beautz expressed concern that she feels the entire report is irrelevant and contains biased input because no public works or county political figures or officials were involved as stakeholders.

ACTION: MOTION: DIRECTOR REILLY SECOND: DIRECTOR TAVANTZIS

Direct Staff to give a presentation to the Board at its next meeting on the proposed Public Outreach Plan and to give another presentation at the August televised Board meeting on what information will be presented to the public.

Director Tavantzis suggested the following friendly amendment which was accepted by the maker of the motion:

Staff to also provide the Board with a list of additional items that staff believes should be included in the SRTP prior to it being circulated to the public.

Discussion:

Chair Beautz requested more time for the Board to receive staff input and understand the material rather than planning to adopt the final SRTP in August as proposed by WSA. Mark Dorfman replied that staff could contact AMBAG to extend the grant period and he clarified that staff would present a proposed Public Outreach Plan to the Board in two weeks and then if the Board concurred with the proposal, staff would present another presentation the following month on what information would be presented to the public.

Chair Beautz stated that she was going to vote “No” today on circulating this report because it needs to be redone, or at least parts of it because changing the fare structure and how the system is operated is not a five-year plan.

Vice Chair Bustichi and Director Rotkin stated that these ideas should to be looked at, no matter what the plan is called. Mark Dorfman added that a Trunk & Feeder system would require a fare structure change. Chair Beautz reiterated that these types of major changes are a long-term plan, not a five-year plan.

Marlene Connor stated that change can be difficult, especially a restructure like this one.

Karena Pushnik suggested that some level of analysis of how the Trunk & Feeder service proposal would affect the categories of Performance Standards listed on page #10.a35 including travel time, safety and security, ridership, etc. be included in the report so the public can see the benefits. Ms. Pushnik also suggested adding language to Goal #1 on page #10.a34 regarding the balance of METRO’s family of services.

Bonnie Morr, UTU, commented that the data in the report is outdated and does not address today’s fuel costs, the economy, and increased ridership due to these factors.

Ian McFadden, Transit Planner, suggested including an analysis with route maps so that the Board and staff can see what this plan would actually look like. Mr. McFadden reported that VTA

5-11-8

went to a Trunk & Feeder system in January and the feeder routes are still being adjusted but the trunks are working well.

Motion passed with Directors Bustichi, Reilly, Rotkin, Skillicorn, Spence and Tavantzis voting yes, Directors Beautz and Hagen voting no, and Directors Hinkle, Nicol, and Stone being absent.

Vice Chair Bustichi announced that Item #11 would be taken after Closed Session

ITEM #12 WAS TAKEN OUT OF ORDER

12. CONSIDERATION OF RENEWAL OF LIABILITY AND PHYSICAL DAMAGE INSURANCE PROGRAM WITH CALTIP FOR FY 2009

Summary:

Debbie Kinslow reported that the FY 2009 premium for liability coverage reflects an increase of 21.6% from FY 2008 and the FY 2009 premium for vehicle physical damage coverage reflects a decrease of 2.75% from FY 2008.

ACTION: MOTION: DIRECTOR REILLY SECOND: DIRECTOR ROTKIN

Authorize payment to the California Transit Insurance Pool (CalTIP) in the amount of \$486,313 for participation in the FY09 Liability and Vehicle Physical Damage Insurance Coverage Program

Motion passed unanimously with Directors Hinkle and Stone being absent.

13. CONSIDERATION OF APPROVAL OF CALPERS RESOLUTION TO REVISE METRO'S MEDICAL PREMIUM CONTRIBUTION RATES FOR THE UNITED TRANSPORTATION UNION, LOCAL 23, FIXED ROUTE

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR REILLY

Adopt Resolution to revise the contribution toward medical premium rates for the United Transportation Union, Local 23 Fixed Route (UTU) under the California Public Employees' Retirement System (CalPERS) medical insurance program

Motion passed unanimously with Directors Hinkle and Stone being absent.

14. ORAL ANNOUNCEMENT: NOTIFICATION OF MEETING LOCATION FOR JULY 25, 2008 – SCOTTS VALLEY CITY COUNCIL CHAMBERS, ONE CIVIC CENTER DRIVE, SCOTTS VALLEY

Vice Chair Bustichi announced that the July 25, 2008 Board Meeting would be held at the Scotts Valley City Council Chambers, One Civic Center Drive, Scotts Valley, CA.

5-11.9

15. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION:

Margaret Gallagher reported that the Board would have a conference with its Legal Counsel regarding the Workers Compensation Claim of Steven Davidson and the Existing Litigation case of Peter Wu and Elizabeth Butler; have a conference with its Real Property Negotiators regarding property at 246 Kings Village Rd, Scotts Valley, CA and conduct a Public Employee Performance Evaluation of the General Manager.

16. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

Peter Wu, Bus Operator and Claimant in Item #1b on today's Closed Session Agenda, distributed a document explaining his claim to the Board which is attached to the file copy of these minutes. Mr. Wu presented his version of the events regarding the damage to his partner's personal vehicle and how METRO staff has handled the claim. Mr. Wu stated that he feels that the process to be reimbursed by METRO for out-of-pocket expenses is convoluted and he just wants a fair investigation.

SECTION II: CLOSED SESSION

Vice Chair Bustichi adjourned to Closed Session at 12:19 p.m. and reconvened to Open Session at 1:04 p.m.

SECTION III: RECONVENE TO OPEN SESSION

17. REPORT OF CLOSED SESSION

Margaret Gallagher reported that the Board took no reportable action in Closed Session and that Item #11 had been deleted from today's Agenda.

ADJOURN

There being no further business, Vice Chair Bustichi adjourned the meeting at 1:04 p.m.

Respectfully submitted,

CINDI THOMAS
Administrative Services Coordinator

5-11.10

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

July 25, 2008

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, July 25, 2008 at the Scotts Valley City Council Chambers, One Civic Center Drive, Scotts Valley, California.

Chair Beautz called the meeting to order at 9:02 a.m.

SECTION 1: OPEN SESSION

1. ROLL CALL:

DIRECTORS PRESENT

Jan Beautz
Dene Bustichi
Donald Hagen
Mike Rotkin (arrived after roll call)
Dale Skillicorn
Pat Spence
Marcela Tavantzis

DIRECTORS ABSENT

Michelle Hinkle
Kirby Nicol
Emily Reilly
Mark Stone
Ex-Officio Donna Blitzer

STAFF PRESENT

Ciro Aguirre, Operations Manager
Pat Aviles, Asst Human Resources Manager
Frank Cheng, Project Manager
Mark Dorfman, Assistant General Manager
Mary Ferrick, Fixed Route Superintendent
Margaret Gallagher, District Counsel

Shona Harper, Asst Paratransit Superintendent
Debbie Kinslow, Asst Finance Manager
Tom Stickel, Maintenance Manger
April Warnock, Paratransit Superintendent
Les White, General Manager

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

Ian McFadden, Transit Planner
Luis Mendez, SCCRTC
Bonnie Morr, UTU
Serafin G. Ruiz, Bus Operator

Russell B. Thomas, Fleet Maint. Mechanic II
Amy Weiss, Spanish Interpreter
Robert Yount, MAC

2. ORAL AND WRITTEN COMMUNICATION TO THE BOARD OF DIRECTORS

Written:

- | | | | |
|----|-----------------|-----|---|
| a. | Richard Masoner | Re: | Bicycles Inside Hwy 17 Express Buses |
| b. | Natasha Castro | Re: | Bicycles Inside Hwy 17 Express Buses |
| c. | Darcy Horton | Re: | UTU, Local 23 Fixed Route Labor Agreement |

5-11.11

Oral:

None.

3. LABOR ORGANIZATION COMMUNICATIONS

None.

4. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

None.

CONSENT AGENDA

- 5-1. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS FOR THE MONTH OF JUNE 2008
- 5-2. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR MAY 2008
- 5-3. CONSIDERATION OF TORT CLAIMS:
DENY THE CLAIM OF CHAD PEEVYHOUSE, CLAIM #08-0019;
DENY THE CLAIM OF GARY HAROLD, CLAIM #08-0020
DENY THE CLAIM OF THOMAS HILTNER, CLAIM #08-0021
- 5-4. ACCEPT AND FILE THE METRO ADVISORY COMMITTEE (MAC) REVISED AGENDA FOR JULY 16, 2008 AND MINUTES OF MAY 21, 2008
- 5-5. ACCEPT AND FILE PARACRUZ OPERATIONS STATUS REPORT FOR THE MONTH OF APRIL 2008
- 5-6. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR MARCH 2008
- 5-7. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT WITH SUE CLARKE FOR AUDITING OF THE TALKING BUSES EXTERNAL ANNOUNCEMENTS AT THE BART CAVALLARO TRANSIT CENTER
- 5-8. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE FOR THE MONTH OF APRIL & MAY 2008
- 5-9. ACCEPT AND FILE APRIL 2008 RIDERSHIP REPORT
- 5-10. ACCEPT AND FILE METROBASE PROJECT STATUS REPORT

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR BUSTICHI

Approve Consent Agenda

Motion passed unanimously with Directors Hinkle, Nicol, Reilly, and Stone being absent.

REGULAR AGENDA

6. **PRESENTATION OF EMPLOYEE LONGEVITY AWARDS:**

The following employees were presented with longevity awards for their years of service:

5-11. 12

TEN YEARS

Serafin G. Ruiz, Bus Operator
Sandra C. Lipperd, Bus Operator

TWENTY YEARS

Russell B. Thomas, Fleet Maintenance Mechanic II

7. CONSIDERATION OF APPROVAL OF RESOLUTION OF APPRECIATION FOR THE SERVICES OF BONNIE J. WILSON AS ADMINISTRATIVE ASSISTANT/SUPERVISOR FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

This item was continued to the August meeting.

8. CONSIDERATION OF MAC RECOMMENDATION TO PROHIBIT FULL SIZE BICYCLES INSIDE OF HIGHWAY 17 BUSES

Summary:

Ciro Aguirre reported that the Highway 17 Express service has experienced significant ridership growth including the increased presence of bicycles. Mr. Aguirre outlined the history of METRO allowing bikes in buses and reported that the issue has come up again because a Customer Service Report was presented to MAC at its April 16th meeting that referenced a complaint submitted by a Highway 17 passenger expressing concern that he and several other passengers were required to stand up the entire trip from Santa Cruz to San Jose due to bicycles inside the bus.

MAC recommends that the Board consider revising METRO's current policy to prohibit full-sized bicycles inside Highway 17 buses, however, staff recommends that the Board defer any action until after there has been an opportunity for staff to explore possible alternatives and to receive public input.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR SKILLICORN

Defer action on this item until after there has been an opportunity for staff to explore possible alternatives and to receive public input

Motion passed unanimously with Directors Hinkle, Nicol, Reilly, and Stone being absent.

9. CONSIDERATION OF ADOPTING AN ANNUAL DBE PARTICIPATION RATE OF 1.32% FOR FEDERALLY FUNDED PROCUREMENTS IN FY 2009

Mark Dorfman reported that this is an annual requirement of the Department of Transportation.

5-11.13

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR SKILLICORN

Adopt an annual DBE participation rate of 1.32% for FY 2009

Motion passed unanimously with Directors Hinkle, Nicol, Reilly, and Stone being absent.

- 10. AUTHORIZE THE GENERAL MANAGER TO EXECUTE A CONTRACT AMENDMENT TO EXTEND THE CONTRACT FOR ARCHITECT AND ENGINEERING SERVICES FOR THE METROBASE PROJECT WITH RNL DESIGN THROUGH DECEMBER 31, 2010**

Summary:

Tom Stickel reported that the current contract with RNL Design will expire on August 7, 2008 and staff recommends that the contract be extended through December 31, 2010, which is when the MetroBase project is projected to be completed.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR BUSTICHI

Authorize the General Manager to execute a contract amendment with RNL Design to extend the contract for Architect & Engineering Services for the MetroBase Project through December 31, 2010

Motion passed unanimously with Directors Hinkle, Nicol, Reilly, and Stone being absent.

- 11. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT WITH ALLIANT INSURANCE SERVICES REPRESENTING HARTFORD INSURANCE FOR EMPLOYEE LIFE AND ACCIDENTAL DEATH & DISMEMBERMENT INSURANCE**

Summary:

Tom Stickel reported that staff recommends that the Board authorize the General Manager to execute a contract with Alliant Insurance Services representing Hartford Insurance for employee Life and Accidental Death & Dismemberment Insurance for an amount not to exceed \$88,000 over a two-year period.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR BUSTICHI

Authorize the General Manager to execute a contract with Alliant Insurance Services representing Hartford Insurance for employee Life and Accidental Death & Dismemberment Insurance for an amount not to exceed \$88,000 over a two-year period

Motion passed unanimously with Directors Hinkle, Nicol, Reilly, and Stone being absent.

5-11-14

12. CONSIDERATION OF ACCEPTING THE FINANCIAL PROPOSAL FROM THE CENTRAL COAST ALLIANCE FOR HEALTH FOR THE PROVISION OF DIALYSIS TRANSPORTATION

Summary:

Les White reported that on April 2, 2008, the Central Coast Alliance for Health (CCAH) notified MediCal recipients that it would no longer pay for non-cabulance dialysis transportation effective May 2, 2008 and recipients were encouraged to contact METRO ParaCruz and Community Bridges to secure alternate transportation sources.

Although the transition went smoothly and nobody was denied transportation during the transition, this policy change affected MediCal recipients in both Monterey and Santa Cruz counties and therefore significant additional costs were shifted to both Monterey Salinas Transit (MST) and METRO with very short notice.

Mr. White reported that on May 19, 2008 he and MST General Manger Carl Sedoryk met with CCAH Executive Director Alan McKay regarding the impact this change had on MST and METRO. On June 23, 2008, Mr. Sedoryk sent a letter to Alan McKay on behalf of MST and METRO requesting financial assistance to offset some of the costs associated with this change.

On July 7, 2008 Mr. McKay responded to the letter offering to provide \$78, 094 in financial assistance through the end of calendar year 2008 to METRO in exchange for documentation of the provision of the rides. A similar offer was made to MST.

Discussion:

Bonnie Morr, UTU, pointed out the impact on ParaCruz drivers' increased workloads and suggested that METRO consider hiring additional drivers.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR BUSTICHI

Accept the financial proposal from the Central Coast Alliance for Health to provide supplemental funding to assist METRO in absorbing the cost of the provision of ParaCruz riders traveling to dialysis services that had been previously funded under the MediCal Program and send a letter of appreciation to Alan McKay

Motion passed unanimously with Directors Hinkle, Nicol, Reilly, and Stone being absent.

13. CONSIDERATION OF ADOPTION OF A MANAGEMENT COMPENSATION PLAN FOR METRO MANAGEMENT PERSONNEL FOR THE PERIOD OF JULY 1, 2008-JUNE 30, 2009

Summary:

Les White reported that traditionally, at this time of year, a Management Compensation Plan is presented to the Board for adoption. This proposed plan is a single-year plan that reflects a 3%

5-11.15

salary increase and also recommends that a Salary Study be conducted for all of the management positions at METRO, except the General Manager and District Counsel positions, to ensure that they are competitive in the industry.

Discussion:

Bonnie Morr, UTU, reminded the Board that management just received a 2.5% salary increase in April just prior to Labor Negotiations. Ms. Morr asked if this 3% proposed increase was in addition to the 2.5% increase. Les White clarified that the Management Compensation Plan that Ms. Morr referenced had been withdrawn so the 2.5% increase was not implemented and this proposed 3% increase is reactive to the UTU Labor Agreement.

Ian McFadden, SEA, spoke in favor of the Salary Survey.

ACTION: MOTION: DIRECTOR SPENCE SECOND: DIRECTOR HAGEN

Adopt the Management Compensation Plan and Salary Study for the period of July 2008 through June 2009

Motion passed unanimously with Directors Hinkle, Nicol, Reilly, and Stone being absent.

14. CONSIDERATION OF CALL STOP AUDIT REPORT FOR THE PERIOD OF APRIL THROUGH JUNE 2008 AND CONSIDERATION OF INTERACTIONS BETWEEN OPERATORS AND METRO STAFF REGARDING CALL STOP AUDIT FINDINGS

Summary:

Margaret Gallagher explained that because the Call Stop Audits have shown a consistently high compliance rate, staff recommends that the audit results only be reported to the Board if they fall below 90% compliance rate.

Ms. Gallagher reported that this report included additional information that the Board had requested at the last meeting regarding the interactions between METRO staff and bus operators when an auditor reports that a Call Stop was not made.

Discussion:

Bonnie Morr, UTU, reported on a recent incident where she accompanied a bus operator that was asked to come in for a Formal Counseling which would be placed in his personnel file. The operator said that the bus had a technical problem and Ms. Morr requested that the bus number be included in the documentation that would be placed in the personnel file but her request was denied.

Ms. Morr stated that she did not want the Board to be misled due to the inaccurate information contained in this Staff Report which explains that this process is done in a pleasant environment because what she experienced was very unpleasant including raised voices, agitation, documentation being grabbed from her hand, etc. Ms. Morr said this is very negative interaction

5-11.16

between operators and staff because the Talking Bus system is designed to protect the liability of the District, not discipline drivers. Ms. Morr requested that the auditors inform bus operators immediately if a call was missed so they are aware at the time it happens in order to protect the system and so it can be determined right away if it is a technical issue that needs to be addressed.

Vice Chair Bustichi clarified that the auditors do not issue citations and should not be put in a position of having to confront a driver and he asked how the progressive discipline steps listed on page #14.3 were developed.

Margaret Gallagher replied that she believed that METRO used the Utah program as a guideline because Utah originally had a program that FTA Auditors found abysmal, so they developed a disciplinary program including the requirement that the bus operators call out the stops in the event the automatic announcement system fails. Ms. Gallagher also clarified that the first two violation steps, which are Retraining and Formal Counseling, are not considered discipline.

Vice Chair Bustichi suggested that sometime in the future staff could look at other transit agencies' programs for a future discussion.

Director Rotkin requested information in a memo format to the Board, not a Staff Report, indicating the total number of METRO drivers that have been disciplined and at what level.

ACTION: MOTION: DIRECTOR BUSTICHI SECOND: DIRECTOR ROTKIN

Accept and file Call Stop Audit Report for the period of April through June 2008 and determine that Audit results will only be reviewed by the Board of Directors if results fall below 90% compliance rate.

Motion passed unanimously with Directors Hinkle, Nicol, Reilly, and Stone being absent.

15. CONSIDERATION OF SERVICE REVISIONS FOR FALL 2008

Summary:

Ian Mc Fadden reported that the proposed service revisions for Fall 2008 include three additional weekday trips and six additional weekend trips for Highway 17 service, minor modifications to UCSC school-term service, and minor modifications to departure times to enhance connectivity.

DIRECTOR ROTKIN LEFT THE MEETING

ACTION: MOTION: DIRECTOR TAVANTZIS SECOND: DIRECTOR BUSTICHI

Approve proposed service revisions for Fall 2008

Motion passed unanimously with Directors Hinkle, Nicol, Reilly, Rotkin, and Stone being absent.

5-11.17

16. CONSIDERATION OF PROPOSED PUBLIC OUTREACH PLAN FOR THE DRAFT SHORT RANGE TRANSIT PLAN

Summary:

Mark Dorfman reported that at it's last meeting, the Board requested that staff return at this meeting with a proposed public outreach plan to present the Trunk and Feeder Service delivery model to the public and then 30 – 60 days later return to the Board with a presentation of the information that will be presented to the public.

Staff proposes to work closely with the Santa Cruz County Regional Transportation Commission (RTC) utilizing their extensive database of community groups interested in transportation issues. Letters will be sent out, METRO and RTC staff will make presentations, hold public meetings throughout the county and the presentation will also be available online for those who cannot attend in person. Presentations including public input will then be given to MAC and E&D TAC to get the comments and suggestions from these advisory groups. The final comments would then be compiled for the Board of Directors.

Discussion:

Luis Mendez, RTC, stated that this joint outreach effort provides a very good opportunity for METRO and the RTC to work collaboratively.

Bob Yount, MAC, reported that he supports this proposal and that MAC members are anticipating being very involved in this process.

Director Spence suggested that the information be distilled as much as possible so the public can understand it.

Mr. Dorfman added that staff would return to the Board in 2-3 months with a proposal for what information will be presented to the public at these workshops and will be able to provide an outline for the Board to review at that time.

ACTION: MOTION: DIRECTOR BUSTICHI SECOND: DIRECTOR SKILLICORN

Approve the proposed Public Outreach Plan for the Short-Range Transit Plan

Motion passed unanimously with Directors Hinkle, Nicol, Reilly, Rotkin, and Stone being absent.

17. AUTHORIZE THE GENERAL MANAGER TO EXECUTE A CONTRACT AMENDMENT TO EXTEND THE CONTRACT FOR WITH PAT PIRAS CONSULTING FOR REVIEW OF ADA PARATRANSIT ELIGIBILITY PROCESS THROUGH NOVEMBER 30, 2008

5-11.18

ACTION: MOTION: DIRECTOR BUSTICHI SECOND: DIRECTOR SKILLICORN

Authorize the General Manager to execute a contract amendment with Pat Piras Consulting for review of ADA paratransit eligibility process through November 30, 2008

Motion passed unanimously with Directors Hinkle, Nicol, Reilly, Rotkin, and Stone being absent.

18. ORAL ANNOUNCEMENT: NOTIFICATION OF MEETING LOCATION FOR AUGUST 22, 2008 – WATSONVILLE CITY COUNCIL CHAMBERS, 275 MAIN STREET, WATSONVILLE

Chair Beautz announced that the August 22, 2008 Board Meeting would be held at the New Watsonville City Council Chambers, 275 Main Street, Watsonville, CA.

19. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION:

Margaret Gallagher reported that the Board would have a conference with its Legal Counsel regarding Existing Litigation cases of Sharon O'Connor who has two claims, rather than one.

20. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

None.

SECTION II: CLOSED SESSION

Chair Beautz adjourned to Closed Session at 1045 a.m. and reconvened to Open Session at 10:55 a.m.

SECTION III: RECONVENE TO OPEN SESSION

21. REPORT OF CLOSED SESSION

Margaret Gallagher reported that the Board took no reportable action in Closed Session.

ADJOURN

There being no further business, Chair Beautz adjourned the meeting at 10:55 a.m.

Respectfully submitted,

CINDI THOMAS
Administrative Services Coordinator

5-11.19

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: October 24, 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

Daniel Stevenson, Bus Operator (Continued from August)

FIFTEEN YEARS

None

TWENTY YEARS

Angel Valdez, Jr., Bus Operator
Major B. Cummins, Bus Operator

TWENTY-FIVE YEARS

None

THIRTY YEARS

Donna A. Canales, Customer Service Coordinator (Continued from September)

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: October 24, 2008
TO: Board of Directors
FROM: Jan Beautz, Chair, Board of Directors
SUBJECT: CONSIDERATION OF THE BOARD OF DIRECTORS MEETING SCHEDULE AND LOCATIONS FOR 2009.

I. RECOMMENDED ACTION

That the Board of Directors approve the meeting date and location schedule for 2009 that is attached to this Staff Report.

II. SUMMARY OF ISSUES

- Annually the Board of Directors approves a schedule of meeting dates and locations for the following year.
- The Board of Directors meeting schedule typically calls for work session meetings on the second Friday of each month and regular meetings on the fourth Friday of each month. There are some modifications of the dates annually depending on what dates holidays occur.
- Second Friday meetings are held at the District's Administrative Offices and fourth Friday meetings are held at the Santa Cruz City Council Chambers, except for the February, August, & November meetings are held at the Watsonville City Council Chambers, the May meeting is held at the Capitola City Council Chambers, and the July meeting is held at the Scotts Valley City Council Chambers.
- A proposed schedule of meeting dates and locations is attached to this Staff Report.

III. DISCUSSION

Annually the Board of Directors approves a schedule of meeting dates and locations for the following year. The Board of Directors meeting schedule typically calls for work session meetings on the second Friday of each month and regular meetings on the fourth Friday of each month. There are some modifications of the dates annually depending on what dates holidays occur.

Second Friday meetings are held at the District's Administrative Offices and fourth Friday meetings are held at the Santa Cruz City Council Chambers, except for the February, August, & November meetings are held at the Watsonville City Council Chambers, the May meeting is held

at the Capitola City Council Chambers, and the July meeting is held at the Scotts Valley City Council Chambers.

A proposed schedule of meeting dates and locations is attached to this Staff Report.

IV. FINANCIAL CONSIDERATIONS

None.

V. ATTACHMENTS

Attachment A: Proposed 2009 Schedule of Meeting Dates and Locations for the Board of Directors.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

BOARD OF DIRECTORS MEETINGS

2nd and 4th Fridays of each month - 2009

Attachment A

January Meetings

- ☞ January 09, 2009 SCMTD Administrative Offices, 370 Encinal St., Santa Cruz, CA
- ☞ January 23, 2009 Santa Cruz City Council Chambers*

*Santa Cruz City Council Chambers
809 Center St.
Santa Cruz, CA

February Meetings

- ☞ February 13, 2009 SCMTD Administrative Offices
- ☞ February 27, 2009 Watsonville City Council Chambers*

Watsonville City Council Chambers
275 Main St.
Watsonville, CA

March Meetings

- ☞ March 13, 2009 SCMTD Administrative Offices
- ☞ March 27, 2009 Santa Cruz City Council Chambers*

April Meetings

- ☞ April 10, 2009 SCMTD Administrative Offices
- ☞ April 24, 2009 Santa Cruz City Council Chambers*

May Meetings

- ☞ May 08, 2009 SCMTD Administrative Offices
- ☞ May 22, 2009 Capitola City Council Chambers

Capitola City Council Chambers
420 Capitola Avenue
Capitola, CA

June Meetings

- ☞ June 12, 2009 SCMTD Administrative Offices
- ☞ June 26, 2009 Santa Cruz City Council Chambers*

Scotts Valley City Council Chambers
One Civic Center Drive
Scotts Valley, CA

July Meetings

- ☞ July 10, 2009 SCMTD Administrative Offices
- ☞ July 24, 2009 Scotts Valley City Council Chambers*

August Meetings

- ☞ August 14, 2009 SCMTD Administrative Offices
- ☞ August 28, 2009 Watsonville City Council Chambers*

September Meetings

- ☞ September 11, 2009 SCMTD Administrative Offices
- ☞ September 25, 2009 Santa Cruz City Council Chambers*

October Meetings

- ☞ October 09, 2009 SCMTD Administrative Offices
- ☞ October 23, 2009 Santa Cruz City Council Chambers*

November Meetings

- ☞ November 13, 2009 SCMTD Administrative Offices
- ☞ November 20, 2009 Watsonville City Council Chambers
2nd meeting is scheduled for third Friday due to Thanksgiving Holiday

December Meetings

- ☞ December 11, 2009 SCMTD Administrative Offices
- ☞ December 18, 2009 Santa Cruz City Council Chambers*
2nd meeting is scheduled for third Friday due to Christmas Holiday

NOTE: THE FIRST MEETING OF EACH MONTH IS SCHEDULED FROM 9:00 A.M. – 11:00
THE SECOND MEETING OF EACH MONTH IS SCHEDULED FROM 9:00 A.M. – 12:00 NOON

7.01

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: October 24, 2008
TO: Board of Directors
FROM: Mark Dorfman, Assistant General Manager
SUBJECT: CONSIDERATION OF SERVICE REVISIONS FOR WINTER 2008.

I. RECOMMENDED ACTION

Staff recommends Board consideration for approval of proposed service revision for December 2008.

II. SUMMARY OF ISSUES

- Routes 31 and 32 serve Scotts Valley High School.
- A customer service complaint was received by METRO indicating the 2:25 PM Route 31 departs Scotts Valley High School before the afternoon bell rings.
- Staff has confirmed that the details of the customer service complaint are valid and are proposing a solution.

III. DISCUSSION

Routes 31 and 32 serve Scotts Valley High School. After departing Scotts Valley High School the Route 32 serves Scotts Valley Drive, Lockwood Lane, and Graham Hill Road before arriving at Pacific Station in Santa Cruz. The Route 31 serves the Burlwood-Navarra area and then uses Highway 17 to get down to Pacific Station in Santa Cruz. Most Scotts Valley High School students use Route 32 because of its local routing down to Pacific Station.

In June staff had conversations with Scotts Valley High School staff regarding bell times for the 2008-09 academic year. Scotts Valley High School staff stated that there would be no change to the bell times this year. As a result of this conversation METRO staff proposed no changes to the Route 31 schedule. However, as a result of a Customer Service Report received on September 18, 2008 staff reviewed the bell schedule and compared it with our timepoint at Scotts Valley High School. Four out of five days a week the afternoon bell rings at 2:59 PM. The timepoint for the Route 31 is at 2:57 PM.

To mitigate this problem staff proposes to move the 2:25 PM departure to 2:30 PM and then add three minutes at Scotts Valley High School. The bus would depart at 3:05 PM, six minutes after the afternoon bell rings.

IV. FINANCIAL CONSIDERATIONS

The estimated cost of this modification is not expected to exceed \$2,500 annually.

V. ATTACHMENTS

Attachment A - Route 31 Schedule.

Route 31 Weekday Schedule

BUS LEAVES FROM METRO CENTER	BUS LEAVES FROM OCEAN & WATER	BUS LEAVES FROM GRAHAM HILL & TREETOP	BUS LEAVES FROM CAVALLARO TRANSIT CENTER	BUS LEAVES FROM SCOTT'S VALLEY Dr. AND GRANITE CREEK	BUS LEAVES FROM SCOTT'S VALLEY HIGH SCHOOL	BUS LEAVES FROM BURLWOOD & GRANITE CREEK	BUS LEAVES FROM VINE HILL SCHOOL	BUS LEAVES FROM OCEAN & WATER	BUS ARRIVES AT METRO CENTER
A	B	C	D	E	F	G	H	B	A
6:55 AM	7:00 AM	7:05 AM	7:15 AM	7:22 AM	7:27 AM	---	---	7:37 AM	7:50 AM
7:25 AM	7:30 AM	7:35 AM	7:45 AM	7:52 AM	7:57 AM	---	8:05 AM	8:15 AM	8:28 AM
1:25 PM	1:30 PM	1:35 PM	1:45 PM	1:52 PM	1:57 PM	---	---	2:07 PM	2:20 PM
2:30 PM	2:35 PM	2:40 PM	2:50 PM	2:57 PM	3:05 PM	3:08 PM	-	3:20 PM	3:33 PM
3:25 PM	3:30 PM	3:35 PM	3:45 PM	3:52 PM	---	---	---	4:00 PM	4:13 PM
4:25 PM	4:30 PM	4:35 PM	4:45 PM	4:52 PM	---	---	---	5:00 PM	5:13 PM

8.a1

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: October 24, 2008

TO: Board of Directors

FROM: Angela Aitken, Finance Manager

SUBJECT: CONSIDERATION OF THE YEAR END MONTHLY BUDGET STATUS REPORT FOR JUNE 2008; DESIGNATION OF NET EXCESS REVENUE AND REDUCTION OF RESERVES IN THE AMOUNT OF:

- \$ (625,154) – CAPITAL RESERVES
- \$ (165,978) – CASH FLOW RESERVES
- \$ (50,723) – WORKERS' COMPENSATION RESERVES
- \$ (49,243) – LIABILITY INSURANCE RESERVES
- \$ 2,039,950 – CARRYOVER INTO THE FY09 BUDGET

AND THE REMAINDER OF EXCESS REVENUE, IF ANY, FOR ALLOCATION TO CAPITAL RESERVES; AND ADOPTION OF SCHEDULE OF RESERVE ACCOUNTS

I. RECOMMENDED ACTION

Staff recommends that the Board of Directors accept the year end monthly budget status report for June 2008, designate net excess revenue and reductions to fund FY08 incurred expenses related to Capital reserves in the amount of (\$625,154), Cash Flow reserves in the amount of (\$165,978), Workers' Compensation reserves in the amount of (\$50,723), Liability Insurance reserves in the amount of (\$49,243); designate \$2,039,950 from net excess revenue from FY08 for carryover into FY09 budget; and designate the remainder of available net excess revenue, if any, for allocation to the Capital Reserves; and adopt the attached Schedule of Reserve Account Balances.

II. SUMMARY OF ISSUES

- The attached preliminary monthly revenue and expense report represents the status of the District's FY08 revised budget, as of June 30, 2008, the end of the fiscal year. The numbers in the report are preliminary, since all accounting adjustments have not yet been completed via the final audit.
- **Operating Revenues** for the year (preliminary) totaled \$36,522,592 or \$358,280 (1%) under the amount of revenue expected during the fiscal year based on the revised budget.
 - One time use of revenue from reserves and prior year carryover were \$1,358,218 or \$608,910 (31%) under budget.
- **Operating Expenses** for the year (preliminary) totaled \$34,929,632 or \$3,918,427 (10%) under the revised budget. As we go into FY09 & FY10, we are faced with almost a \$2.6M deficit over the next 2 years. To alleviate some of that deficit, staff is

proposing that we use reserve money from the following accounts to lessen the impact on the FY09 & FY10 budget:

- A withdrawal is recommended from the **Capital Funding Reserve** for \$625,154. Funds to be allocated as follows: \$181,046 will be transferred to the Operating Budget which provides \$111,047 for the Project Manager payroll expenses, and \$70,000 for the budget transfer previously approved in January. \$444,107 is needed for capital expenditures related to the MetroBase project.
- Staff recommends withdrawing \$165,978 from the **Cash Flow Reserve** account to pay for the retiree payouts from FY08 in accordance with Board direction during FY08.
- **Workers' Compensation** plan claims have been significantly lower. Costs incurred in FY08 were \$50,723. Staff recommends withdrawing this amount from the Workers' Compensation Reserve account. This will bring the account within 57% of fully funding the recommended minimum reserve balance of \$3,651,291.
- **Liability Insurance** costs were incurred in FY08 in the amount of \$49,243. Staff recommends withdrawing this amount from the Liability Insurance Reserve account for legal settlements we incurred in FY08.
- **Carryover from FY07** was \$911,228 and was not required to balance the FY08 budget.
- The use of the above reserve amounts total \$891,098 for FY08.
- The total amount of Operating Revenue received exceeds total Operating Expenses by \$1,592,960 in this preliminary report, which will be **Carryover from FY08**.
- The total amount of \$2,951,178 (carryover and reserve amounts) will be needed to fund the **Carryover from Previous Year** reserve account for FY09. See Attachment B - Schedule of Reserve Account Balances.
- **Capital Improvement Program** expenses for the year (preliminary) were \$19,178,515 or 54% of the Capital budget, which was \$35,763,174.
 - The **Capital Funding Reserve** account incurred actual district spending of \$444,107. These costs along with the project manager personnel cost of \$111,047 and a budget transfer of \$70,000 will bring the reserve account down to \$13,625,636. See Attachment B - Schedule of Reserve Account Balances.
- Although several accounting adjustments are still required in preparation for the final audit, the amount required for carryover will be available. The final reserve balances will be reported in the audited financial statements for the fiscal year. If the schedule

of reserve accounts changes significantly following all audit adjustments, it will be brought back to the Board.

III. DISCUSSION

An analysis of the District's budget status is prepared monthly in order to apprise the Board of Directors of the District's actual revenues and expenses in relation to the adopted operating and capital budgets for the fiscal year. The attached monthly revenue and expense report represents the preliminary status of the District's FY08 budget as of June 30, 2008.

The fiscal year has elapsed **100%**.

A. Operating Revenues

Operating revenues are \$358,280 (1%) under the amount we expected to receive for the fiscal year, based on the revised budget adopted by the Board in December 2007. One time use of revenue from reserves and prior year carryover were \$1,358,218. Detailed operating revenue variances are discussed in the attached notes to the report. Here are the highlights:

- **Passenger Fares** are \$80,887 or 2% over budget for the year, **Special Transit Fares** are \$304,344 or 11% over budget and **Highway 17** revenue was a total of \$77,474 or 6% over budget. The majority of these increases are due to increased ridership.
- **Paratransit Fares** were \$19,831 or 8% under the amount expected to be received for the year. Most of this decrease is attributable to the number of trips taken not meeting our yearly projections.

B. Operating Expenses

Total preliminary operating expenses are at 90% of the revised budget for the year. There are no significant departmental budget overruns and total expenses are within the budgeted amount for the year. All variances are explained in the attached notes. Some auditing adjustments are yet to be entered which may slightly change expenses.

C. Allocation from Reserves

In years past, the Board of Directors has designated excess sales tax revenue at year-end for various reserves and carryovers. Based on preliminary year-end figures, it appears that there will be excess revenues in FY08 to alleviate the \$2.6M deficit in FY09 & FY10.

- The **Capital Funding Reserve** account incurred costs of \$625,154. These costs will bring the reserve account down to \$13,625,636. These dollars funded FY08 Project Manager personnel costs of \$111,047, and a budget transfer of \$70,000 in

9.3

the operating budget. Actual district spending of \$444,107 is detailed in the FY08 Capital Budget sheet.

- Staff recommends withdrawing \$165,978 from the **Cash Flow Reserve** account to pay for the retiree payouts from FY08 in accordance with Board direction during FY08. The balance of the Cash reserve account will still be in line with the cash flow reserve standard of three month's of operating expenditures we asked the Board to maintain last year.
- **Workers' Compensation** plan claims have been significantly lower. Costs incurred in FY08 were \$50,723. Staff recommends withdrawing this amount from the Workers' Compensation Reserve account. This will bring the account within 57% of fully funding the recommended minimum reserve balance of \$3,651,291. Every three years, an actuarial valuation and review is performed by Bickmore Risk Services. This review was done in FY07. Based on that review and lower claims over the last 3 years, we are recommending a reduction of the minimum reserve balance by the costs I incurred in FY08.
- **Liability Insurance** costs were incurred in FY08 in the amount of \$49,243. Staff recommends withdrawing this amount from the Liability Insurance Reserve account for legal settlements we incurred in FY08. We are aware that the cases are going down but the \$ values of the cases are increasing. We revisit this trend on a yearly basis and will recommend a change in minimum balances accordingly as we see the trends change.
- **Carryover from FY07** was \$911,228 and was not required to balance the FY08 budget. The total amount of Operating Revenue received exceeds total Operating Expenses in FY08 by \$1,592,960 in this preliminary report. This will be **Carryover from FY08**. The use of the above listed reserve amounts total \$891,098. These three items total \$2,951,178 (carryover and reserve amounts) and will be needed to fund the **Carryover from Previous Year** reserve account for FY09. These amounts are available for allocation to fund the projected FY09 & FY10 deficit. See Attachment B - Schedule of Reserve Account Balances.
- Staff proposes that funds be allocated among the reserve accounts in accordance with the Schedule of Reserve Account Balances (Attachment B). Since the final accounting adjustments have not yet been completed, the final amounts for the reserves may change slightly, in particular, the Carryover from Previous Year account. The final amounts will be available upon completion of the financial audit later this calendar year.

D. Capital Improvement Program

Preliminary expenses for the capital improvement program total \$19,178,516 for the year. Several of the capital projects will be carried over to FY09. A total of \$7,401,274 was

9.4

spent on the Metrobase project, which is funded primarily with State Transit Assistance (STA) funds (designated/restricted from prior years), federal capital grants, and district reserves that were the result of a lawsuit, and Office of Emergency Services (OES) proceeds.

IV. FINANCIAL CONSIDERATIONS

Based on the preliminary numbers, FY08 revenues exceed expenses by approximately \$2,951,178 and should allow for the required carryover to FY09. Staff recommends that monies be retired to the Reserve Accounts to keep METRO fiscally sound and moving confidently forward into the future. Using the Liability Insurance, Workers Compensation, Cash Flow, and Capital Funding reserves will keep METRO in an unassailable position to make good fiscal decisions in the coming years.

V. ATTACHMENTS

Attachment A: Revenue and Expense Reports for June 2008

Attachment B: Schedule of Reserve Account Balances as of June 30, 2008

FY08
Operating Revenue
For the month ending - June 30, 2008

Revenue Source	Current Period				Year to Date				Notes	YTD Year Over Year Comparison			
	Actual	Budget	\$ Var	% Var	Actual	Budget	\$ Var	% Var		FY08 Actual	FY07	\$ Var	% Var
Passenger Fares	\$ 297,192	\$ 287,507	\$ 9,685	3%	\$ 3,530,971	\$ 3,450,084	\$ 80,887	2%		\$ 3,530,971	\$ 3,406,079	\$ 124,892	4%
Paratransit Fares	\$ 22,344	\$ 20,800	\$ 1,544	7%	\$ 229,769	\$ 249,600	\$ (19,831)	-8%		\$ 229,769	\$ 229,100	\$ 669	0%
Special Transit Fares	\$ 251,833	\$ 235,271	\$ 16,562	7%	\$ 3,127,596	\$ 2,823,252	\$ 304,344	11%		\$ 3,127,596	\$ 2,837,936	\$ 289,660	10%
Highway 17 Fares	\$ 94,103	\$ 70,310	\$ 23,793	34%	\$ 897,606	\$ 843,720	\$ 53,886	6%		\$ 897,606	\$ 818,902	\$ 78,704	10%
Highway 17 Payments	\$ 34,976	\$ 38,544	\$ (3,568)	-9%	\$ 486,116	\$ 462,528	\$ 23,588	5%		\$ 486,116	\$ 438,482	\$ 47,634	11%
Subtotal Passenger Revenue	\$ 700,448	\$ 652,432	\$ 48,016	7%	\$ 8,272,058	\$ 7,829,184	\$ 442,874	6%	1	\$ 8,272,058	\$ 7,730,499	\$ 541,559	7%
Commissions	\$ 1,378	\$ 500	\$ 878	176%	\$ 4,938	\$ 6,000	\$ (1,062)	-18%		\$ 4,938	\$ 5,695	\$ (757)	-13%
Advertising Income	\$ 23,082	\$ 12,083	\$ 10,999	91%	\$ 258,383	\$ 145,000	\$ 113,383	78%	2	\$ 258,383	\$ 243,273	\$ 15,110	6%
Rent Income - SC Pacific Station	\$ 7,378	\$ 7,086	\$ 292	4%	\$ 81,802	\$ 85,040	\$ (3,238)	-4%		\$ 81,802	\$ 85,935	\$ (4,133)	-5%
Rent Income - Watsonville TC	\$ 4,167	\$ 4,124	\$ 43	1%	\$ 45,760	\$ 49,486	\$ (3,726)	-8%		\$ 45,760	\$ 50,644	\$ (4,884)	-10%
Rent Income - General	\$ 5,089	\$ -	\$ 5,089	100%	\$ 20,350	\$ -	\$ 20,350	100%		\$ 20,350	\$ 4,800	\$ 15,550	324%
Interest Income	\$ 48,164	\$ 89,667	\$ (41,503)	-46%	\$ 942,456	\$ 1,076,000	\$ (133,544)	-12%	3	\$ 942,456	\$ 1,327,929	\$ (385,473)	-29%
Other Non-Transp Revenue	\$ 24,266	\$ 23,583	\$ 683	3%	\$ 153,494	\$ 283,000	\$ (129,506)	-46%	4	\$ 153,494	\$ 269,279	\$ (115,785)	-43%
Sales Tax Revenue	\$ 1,516,403	\$ 1,741,629	\$ (225,226)	-13%	\$ 17,054,736	\$ 17,624,453	\$ (569,717)	-3%	5	\$ 17,054,736	\$ 17,652,773	\$ (598,037)	-3%
Transp Dev Act (TDA) - Op Asst	\$ 1,541,807	\$ 1,590,509	\$ (48,702)	-3%	\$ 6,313,334	\$ 6,362,037	\$ (48,703)	-1%	6	\$ 6,313,334	\$ 6,165,834	\$ 147,500	2%
Subtotal Other Revenue	\$ 3,171,734	\$ 3,469,181	\$ (297,447)	-9%	\$ 24,875,253	\$ 25,631,016	\$ (755,763)	-3%		\$ 24,875,253	\$ 25,806,162	\$ (930,909)	-4%
FTA Sec 5307 - Op Asst	\$ -	\$ -	\$ -	0%	\$ 3,153,552	\$ 3,153,552	\$ -	0%		\$ 3,153,552	\$ 3,130,226	\$ 23,326	1%
Repay FTA Advance	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%
FTA Sec 5311 - Rural Op Asst	\$ -	\$ -	\$ -	0%	\$ 149,335	\$ 149,335	\$ -	0%		\$ 149,335	\$ 168,582	\$ (19,247)	-11%
Sec 5303 - AMBAG Funding	\$ 8,589	\$ -	\$ 8,589	100%	\$ 54,609	\$ 100,000	\$ (45,391)	-45%		\$ 54,609	\$ -	\$ 54,609	100%
FTA Sec 5317 - Op Assistance	\$ -	\$ -	\$ -	0%	\$ 17,785	\$ 17,785	\$ -	0%		\$ 17,785	\$ 39,404	\$ (21,619)	-55%
Subtotal Grant Revenue	\$ 8,589	\$ -	\$ 8,589	100%	\$ 3,375,281	\$ 3,420,672	\$ (45,391)	-1%		\$ 3,375,281	\$ 3,338,212	\$ 37,069	1%
Subtotal Operating Revenue	\$ 3,880,771	\$ 4,121,613	\$ (240,842)	-6%	\$ 36,522,592	\$ 36,880,872	\$ (358,280)	-1%		\$ 36,522,592	\$ 36,874,873	\$ (352,281)	-1%
Total Operating Expenses	\$ 3,195,674				\$ 34,929,632					\$ 34,929,632	\$ 32,557,611		
Variance	\$ 685,097				\$ 1,592,960					\$ 1,592,960	\$ 4,317,262		
One-Time Revenue													
Transfer (to)/from Capital Reserves	\$ 111,046	\$ 111,046	\$ -	0%	\$ 181,046	\$ 182,452	\$ (1,406)	-1%		\$ 181,046	\$ (1,000,000)	\$ 1,181,046	-118%
Transfer (to)/from Cash Flow Res.	\$ 165,978	\$ 165,978	\$ -	0%	\$ 165,978	\$ 623,448	\$ (457,470)	-73%		\$ 165,978	\$ (2,536,899)	\$ 2,702,877	-107%
Transfer (to)/from W/C Reserve	\$ 50,723	\$ 3,092	\$ 47,631	1540%	\$ 50,723	\$ 100,000	\$ (49,277)	-49%		\$ 50,723	\$ (66,364)	\$ 117,087	-176%
Transfer (to)/from Liab. Ins Res	\$ 3,133	\$ 12,500	\$ (9,367)	-75%	\$ 49,243	\$ 150,000	\$ (100,757)	-67%		\$ 49,243	\$ 197,229	\$ (147,986)	-75%
Carryover from Previous Year	\$ -	\$ -	\$ -	0%	\$ 911,228	\$ 911,228	\$ -	0%		\$ 911,228	\$ -	\$ 911,228	0%
Subtotal One-Time Revenue	\$ 330,880	\$ 292,616	\$ 38,264	13%	\$ 1,358,218	\$ 1,967,128	\$ (608,910)	-31%		\$ 1,358,218	\$ (3,406,034)	\$ 4,764,252	-140%
Total Revenue	\$ 4,211,651	\$ 4,414,229	\$ (202,578)	-5%	\$ 37,880,810	\$ 38,848,000	\$ (967,190)	-2%		\$ 37,880,810	\$ 33,468,839	\$ 4,411,971	13%
Total Operating Expenses	\$ 3,195,674				\$ 34,929,632					\$ 34,929,632	\$ 32,557,611		
Variance	\$ 1,015,977				\$ 2,951,178					\$ 2,951,178	\$ 911,228		

9.21

Attachment A

FY08
Operating Revenue
For the month ending - June 30, 2008

Percent of Year Elapsed -	100%						Year to Date				YTD Year Over Year Comparison			
		Current Period												
		<u>Actual</u>	<u>Budget</u>	<u>\$ Var</u>	<u>% Var</u>	<u>Actual</u>	<u>Budget</u>	<u>\$ Var</u>	<u>% Var</u>	<u>Notes</u>	<u>FY08</u>	<u>FY07</u>	<u>\$ Var</u>	<u>% Var</u>
Revenue Source														
Year to Date Notes:														

- 1) **Passenger Revenue** is slightly over budget due to an increase in ridership.
- 2) **Advertising Income** is over budget due to more advertising than expected.
- 3) **Interest Income** is under budget due to increased spending on the Metro Base project, and a decrease in the interest rate paid by the County Treasury.
- 4) **Other Non-Transp Revenue** is under budget due to contractual changes of the UTU PERS reimbursement received from the County Treasury.
- 5) **Sales Tax Revenue** is under budget due to less consumer discretionary spending and current economic conditions.
- 6) **Transp Dev Act (TDA) - Op Assist** is slightly under budget due to the timing of the application for funds and the actual allocation award.

Q.a2

FY08
Consolidated Operating Expenses
For the month ending - June 30, 2008

	Current Period				Year to Date				YTD Year Over Year Comparison			
	Actual	Budget	\$ Var	% Var	Actual	Budget	\$ Var	% Var Notes	Actual FY08	FY07	\$ Var	% Var
LABOR												
501011 Bus Operator Pay	\$ 604,528	\$ 687,597	\$ (83,069)	-12%	\$ 7,430,733	\$ 8,251,164	\$ (820,431)	-10%	\$ 7,430,733	\$ 7,260,939	\$ 169,794	2%
501013 Bus Operator Overtime	\$ 83,610	\$ 102,083	\$ (18,473)	-18%	\$ 1,420,672	\$ 1,224,996	\$ 195,676	16%	\$ 1,420,672	\$ 1,264,259	\$ 156,413	12%
501021 Other Salaries	\$ 393,542	\$ 541,357	\$ (147,815)	-27%	\$ 5,866,496	\$ 6,496,284	\$ (629,788)	-10%	\$ 5,866,496	\$ 5,521,525	\$ 344,971	6%
501023 Other Overtime	\$ 25,770	\$ 19,684	\$ 6,086	31%	\$ 315,421	\$ 236,208	\$ 79,213	34%	\$ 315,421	\$ 263,222	\$ 52,199	20%
Total Labor -	\$1,107,450	\$1,350,721	\$(243,271)	-18%	\$15,033,322	\$16,208,652	\$ (1,175,330)	-7%	\$15,033,322	\$14,309,945	\$ 723,377	5%
FRINGE BENEFITS												
502011 Medicare/Soc. Sec.	\$ 17,628	\$ 20,139	\$ (2,511)	-12%	\$ 207,815	\$ 241,668	\$ (33,853)	-14%	\$ 207,815	\$ 201,850	\$ 5,965	3%
502021 Retirement	\$ 153,457	\$ 185,973	\$ (32,516)	-17%	\$ 1,997,213	\$ 2,231,676	\$ (234,463)	-11%	\$ 1,997,213	\$ 1,791,125	\$ 206,088	12%
502031 Medical Insurance	\$ 408,845	\$ 438,530	\$ (29,685)	-7%	\$ 4,702,052	\$ 5,262,360	\$ (560,308)	-11%	\$ 4,702,052	\$ 4,124,364	\$ 577,688	14%
502041 Dental Insurance	\$ 38,795	\$ 40,928	\$ (2,133)	-5%	\$ 470,088	\$ 491,135	\$ (21,047)	-4%	\$ 470,088	\$ 446,854	\$ 23,234	5%
502045 Vision Insurance	\$ 10,415	\$ 11,336	\$ (921)	-8%	\$ 129,867	\$ 136,031	\$ (6,164)	-5%	\$ 129,867	\$ 127,982	\$ 1,885	1%
502051 Life Insurance	\$ 3,741	\$ 4,414	\$ (673)	-15%	\$ 42,208	\$ 52,968	\$ (10,760)	-20%	\$ 42,208	\$ 51,146	\$ (8,938)	-17%
502060 State Disability	\$ 11,723	\$ 30,599	\$ (18,876)	-62%	\$ 129,442	\$ 367,188	\$ (237,746)	-65%	\$ 129,442	\$ 144,352	\$ (14,910)	-10%
502061 Disability Insurance	\$ 17,663	\$ 15,926	\$ 1,737	11%	\$ 206,522	\$ 191,112	\$ 15,410	8%	\$ 206,522	\$ 188,433	\$ 18,089	10%
502071 State Unemp. Ins	\$ 290	\$ 8,019	\$ (7,729)	-96%	\$ 54,413	\$ 96,228	\$ (41,815)	-43%	\$ 54,413	\$ 50,089	\$ 4,324	9%
502081 Worker's Comp Ins	\$ 58,524	\$ 116,390	\$ (57,866)	-50%	\$ 979,925	\$ 1,396,680	\$ (416,755)	-30%	\$ 979,925	\$ 820,125	\$ 159,800	19%
502083 Worker's Comp IBNR	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
502101 Holiday Pay	\$ 10,732	\$ 28,652	\$ (17,920)	-63%	\$ 296,107	\$ 343,824	\$ (47,717)	-14%	\$ 296,107	\$ 289,893	\$ 6,214	2%
502103 Floating Holiday	\$ 59,705	\$ 5,467	\$ 54,238	992%	\$ 79,336	\$ 65,604	\$ 13,732	21%	\$ 79,336	\$ 67,172	\$ 12,164	18%
502109 Sick Leave	\$ 144,253	\$ 63,400	\$ 80,853	128%	\$ 664,031	\$ 760,800	\$ (96,769)	-13%	\$ 664,031	\$ 610,577	\$ 53,454	9%
502111 Annual Leave	\$ 214,877	\$ 125,133	\$ 89,744	72%	\$ 1,661,329	\$ 1,501,596	\$ 159,733	11%	\$ 1,661,329	\$ 1,839,398	\$ (178,069)	-10%
502121 Other Paid Absence	\$ 15,402	\$ 13,692	\$ 1,710	12%	\$ 138,969	\$ 164,303	\$ (25,334)	-15%	\$ 138,969	\$ 173,636	\$ (34,667)	-20%
502251 Physical Exams	\$ 150	\$ 3,019	\$ (2,869)	-95%	\$ 7,664	\$ 36,228	\$ (28,564)	-79%	\$ 7,664	\$ 7,194	\$ 470	7%
502253 Driver Lic Renewal	\$ 34	\$ 433	\$ (399)	-92%	\$ 1,655	\$ 5,196	\$ (3,541)	-68%	\$ 1,655	\$ 1,804	\$ (149)	-8%
502999 Other Fringe Benefits	\$ 6,944	\$ 8,027	\$ (1,083)	-13%	\$ 98,606	\$ 96,324	\$ 2,282	2%	\$ 98,606	\$ 107,970	\$ (9,364)	-9%
Total Fringe Benefits -	\$1,173,178	\$1,120,077	\$ 53,101	5%	\$11,867,242	\$13,440,921	\$ (1,573,679)	-12%	\$11,867,242	\$11,043,964	\$ 823,278	7%
Total Personnel Expenses -	\$2,280,628	\$2,470,798	\$(190,170)	-8%	\$26,900,564	\$29,649,573	\$ (2,749,009)	-9%	\$26,900,564	\$25,353,909	\$ 1,546,655	6%

9.23

FY08
Consolidated Operating Expenses
For the month ending - June 30, 2008

	Current Period				Year to Date				Notes	YTD Year Over Year Comparison			
	Actual	Budget	\$ Var	% Var	Actual	Budget	\$ Var	% Var		Actual	FY08	FY07	\$ Var
SERVICES													
503011 Acctg & Audit Fees	\$ 42,687	\$ 8,333	\$ 34,354	412%	\$ 84,436	\$ 100,122	\$ (15,686)	-16%		\$ 84,436	\$ 71,716	\$ 12,720	18%
503012 Admin & Bank Fees	\$ 44,119	\$ 19,669	\$ 24,450	124%	\$ 176,720	\$ 236,028	\$ (59,308)	-25%	2	\$ 176,720	\$ 156,778	\$ 19,942	13%
503031 Prof & Tech Fees	\$ 33,297	\$ 32,126	\$ 1,171	4%	\$ 157,563	\$ 385,512	\$ (227,949)	-59%	3	\$ 157,563	\$ 222,076	\$ (64,513)	-29%
503032 Legislative Services	\$ 7,500	\$ 8,084	\$ (584)	-7%	\$ 90,470	\$ 97,008	\$ (6,538)	-7%		\$ 90,470	\$ 91,333	\$ (863)	-1%
503033 Legal Services	\$ -	\$ 4,306	\$ (4,306)	-100%	\$ 1,259	\$ 51,672	\$ (50,413)	-98%	4	\$ 1,259	\$ 1,120	\$ 139	12%
503034 Pre-Employ Exams	\$ 2,264	\$ 2,083	\$ 181	9%	\$ 14,459	\$ 24,996	\$ (10,537)	-42%		\$ 14,459	\$ 19,767	\$ (5,308)	-27%
503041 Temp Help	\$ 16,418	\$ 1,375	\$ 15,043	1094%	\$ 109,414	\$ 16,500	\$ 92,914	563%	5	\$ 109,414	\$ 64,768	\$ 44,646	69%
503161 Custodial Services	\$ 5,673	\$ 6,120	\$ (447)	-7%	\$ 68,109	\$ 73,440	\$ (5,331)	-7%		\$ 68,109	\$ 65,150	\$ 2,959	5%
503162 Uniform & Laundry	\$ 2,794	\$ 3,743	\$ (949)	-25%	\$ 38,876	\$ 44,916	\$ (6,040)	-13%		\$ 38,876	\$ 44,416	\$ (5,540)	-12%
503171 Security Services	\$ 29,855	\$ 36,994	\$ (7,139)	-19%	\$ 341,087	\$ 443,928	\$ (102,841)	-23%	6	\$ 341,087	\$ 392,183	\$ (51,096)	-13%
503221 Classified/Legal Ads	\$ 554	\$ 2,383	\$ (1,829)	-77%	\$ 13,900	\$ 28,596	\$ (14,696)	-51%		\$ 13,900	\$ 15,184	\$ (1,284)	-8%
503222 Legal Advertising	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%
503225 Graphic Services	\$ -	\$ 1,717	\$ (1,717)	-100%	\$ -	\$ 20,604	\$ (20,604)	-100%		\$ -	\$ 15,810	\$ (15,810)	-100%
503351 Repair - Bldg & Impr	\$ 35,871	\$ 3,542	\$ 32,329	913%	\$ 122,507	\$ 42,504	\$ 80,003	188%	7	\$ 122,507	\$ 52,672	\$ 69,835	133%
503352 Repair - Equipment	\$ 8,874	\$ 26,236	\$ (17,362)	-66%	\$ 161,770	\$ 314,832	\$ (153,062)	-49%	8	\$ 161,770	\$ 153,568	\$ 8,202	5%
503353 Repair - Rev Vehicle	\$ 52,759	\$ 24,255	\$ 28,504	118%	\$ 346,490	\$ 291,060	\$ 55,430	19%	9	\$ 346,490	\$ 165,983	\$ 180,507	109%
503354 Repair - Non Rev Vehicle	\$ 2,034	\$ 4,652	\$ (2,618)	-56%	\$ 29,481	\$ 55,824	\$ (26,343)	-47%	10	\$ 29,481	\$ 26,491	\$ 2,990	11%
503363 Haz Mat Disposal	\$ 6,268	\$ 2,042	\$ 4,226	207%	\$ 36,749	\$ 24,504	\$ 12,245	50%	11	\$ 36,749	\$ 34,825	\$ 1,924	6%
Total Services -	\$ 290,967	\$ 187,660	\$ 103,307	55%	\$ 1,793,290	\$ 2,252,165	\$ (458,875)	-20%		\$ 1,793,290	\$ 1,593,840	\$ 199,450	13%
MOBILE MATERIALS AND SUPPLIES													
504011 Fuels & Lube Non Rev Veh	\$ 12,021	\$ 10,226	\$ 1,795	18%	\$ 156,283	\$ 122,712	\$ 33,571	27%	12	\$ 156,283	\$ 113,527	\$ 42,756	38%
504012 Fuels & Lube Rev Veh	\$ 269,779	\$ 269,649	\$ 130	0%	\$ 2,541,024	\$ 3,217,788	\$ (676,764)	-21%	13	\$ 2,541,024	\$ 2,110,237	\$ 430,787	20%
504021 Tires & Tubes	\$ 18,132	\$ 18,700	\$ (568)	-3%	\$ 185,826	\$ 224,400	\$ (38,574)	-17%	14	\$ 185,826	\$ 187,683	\$ (1,857)	-1%
504161 Other Mobile Supplies	\$ 49	\$ 667	\$ (618)	-93%	\$ 6,460	\$ 8,004	\$ (1,544)	-19%		\$ 6,460	\$ 7,580	\$ (1,120)	-15%
504191 Rev Vehicle Parts	\$ 83,637	\$ 56,800	\$ 26,837	47%	\$ 775,903	\$ 681,600	\$ 94,303	14%	15	\$ 775,903	\$ 695,062	\$ 80,841	12%
Total Mobile Materials & Supplies -	\$ 383,618	\$ 356,042	\$ 27,576	8%	\$ 3,665,496	\$ 4,254,504	\$ (589,008)	-14%		\$ 3,665,496	\$ 3,114,089	\$ 551,407	18%

9.04

FY08
Consolidated Operating Expenses
For the month ending - June 30, 2008

	Current Period				Year to Date				YTD Year Over Year Comparison				
	Actual	Budget	\$ Var	% Var	Actual	Budget	\$ Var	% Var Notes	Actual FY08	FY07	\$ Var	% Var	
OTHER MATERIALS & SUPPLIES													
504205 Freight Out	\$ 204	\$ 412	\$ (208)	-50%	\$ 4,134	\$ 4,944	\$ (810)	-16%		\$ 4,134	\$ 2,232	\$ 1,902	85%
504211 Postage & Mailing	\$ (3,731)	\$ 1,867	\$ (5,598)	-300%	\$ 16,435	\$ 22,404	\$ (5,969)	-27%		\$ 16,435	\$ 15,231	\$ 1,204	8%
504214 Promotional Items	\$ -	\$ 2	\$ (2)	-100%	\$ -	\$ 24	\$ (24)	-100%		\$ -	\$ -	\$ -	0%
504215 Printing	\$ 12,567	\$ 7,401	\$ 5,166	70%	\$ 73,613	\$ 88,812	\$ (15,199)	-17%	16	\$ 73,613	\$ 59,927	\$ 13,686	23%
504217 Photo Supply/Processing	\$ 148	\$ 754	\$ (606)	-80%	\$ 3,676	\$ 9,047	\$ (5,371)	-59%		\$ 3,676	\$ 6,171	\$ (2,495)	-40%
504311 Office Supplies	\$ 8,457	\$ 7,184	\$ 1,273	18%	\$ 88,773	\$ 86,208	\$ 2,565	3%		\$ 88,773	\$ 87,797	\$ 976	1%
504315 Safety Supplies	\$ 147	\$ 1,521	\$ (1,374)	-90%	\$ 23,816	\$ 18,252	\$ 5,564	30%		\$ 23,816	\$ 19,166	\$ 4,650	24%
504317 Cleaning Supplies	\$ 3,193	\$ 4,090	\$ (897)	-22%	\$ 49,557	\$ 49,080	\$ 477	1%		\$ 49,557	\$ 46,344	\$ 3,213	7%
504409 Repair/Maint Supplies	\$ 7,395	\$ 3,750	\$ 3,645	97%	\$ 82,499	\$ 45,000	\$ 37,499	83%	17	\$ 82,499	\$ 62,314	\$ 20,185	32%
504421 Non-Inventory Parts	\$ 2,172	\$ 3,605	\$ (1,433)	-40%	\$ 49,574	\$ 43,260	\$ 6,314	15%		\$ 49,574	\$ 33,133	\$ 16,441	50%
504511 Small Tools	\$ 535	\$ 824	\$ (289)	-35%	\$ 9,163	\$ 9,888	\$ (725)	-7%		\$ 9,163	\$ 7,754	\$ 1,409	18%
504515 Employee Tool Rplcmt	\$ 172	\$ 215	\$ (43)	-20%	\$ 1,379	\$ 2,580	\$ (1,201)	-47%		\$ 1,379	\$ 1,413	\$ (34)	-2%
Total Other Materials & Supplies -	\$ 31,259	\$ 31,625	\$ (366)	-1%	\$ 402,619	\$ 379,499	\$ 23,120	6%		\$ 402,619	\$ 341,482	\$ 61,137	18%
UTILITIES													
505011 Gas & Electric	\$ 22,173	\$ 15,151	\$ 7,022	46%	\$ 213,522	\$ 181,812	\$ 31,710	17%		\$ 213,522	\$ 187,710	\$ 25,812	14%
505021 Water & Garbage	\$ 10,604	\$ 9,274	\$ 1,330	14%	\$ 117,796	\$ 111,288	\$ 6,508	6%		\$ 117,796	\$ 89,319	\$ 28,477	32%
505031 Telecommunications	\$ 9,769	\$ 8,021	\$ 1,748	22%	\$ 102,692	\$ 96,252	\$ 6,440	7%		\$ 102,692	\$ 77,458	\$ 25,234	33%
Total Utilities -	\$ 42,546	\$ 32,446	\$ 10,100	31%	\$ 434,010	\$ 389,360	\$ 44,650	11%	18	\$ 434,010	\$ 354,487	\$ 79,523	22%
CASUALTY & LIABILITY													
506011 Insurance - Property	\$ 6,028	\$ 4,678	\$ 1,350	29%	\$ 53,305	\$ 56,136	\$ (2,831)	-5%		\$ 53,305	\$ 35,985	\$ 17,320	48%
506015 Insurance - PL & PD	\$ 45,580	\$ 35,000	\$ 10,580	30%	\$ 424,671	\$ 420,000	\$ 4,671	1%		\$ 424,671	\$ 489,803	\$ (65,132)	-13%
506021 Insurance - Other	\$ -	\$ 151	\$ (151)	-100%	\$ 1,007	\$ 1,812	\$ (805)	-44%		\$ 1,007	\$ 711	\$ 296	42%
506123 Settlement Costs	\$ 3,133	\$ 12,500	\$ (9,367)	-75%	\$ 49,243	\$ 150,000	\$ (100,757)	-67%	19	\$ 49,243	\$ 21,239	\$ 28,004	132%
506127 Repairs - Dist Prop	\$ (3,765)	\$ -	\$ (3,765)	0%	\$ (16,361)	\$ -	\$ (16,361)	0%		\$ (16,361)	\$ -	\$ (16,361)	0%
Total Casualty & Liability -	\$ 50,976	\$ 52,329	\$ (1,353)	-3%	\$ 511,865	\$ 627,948	\$ (116,083)	-18%		\$ 511,865	\$ 547,738	\$ (35,873)	-7%
TAXES													
507051 Fuel Tax	\$ 1,448	\$ 888	\$ 560	63%	\$ 7,328	\$ 10,656	\$ (3,328)	-31%		\$ 7,328	\$ 9,416	\$ (2,088)	-22%
507201 Licenses & permits	\$ -	\$ 980	\$ (980)	-100%	\$ 13,871	\$ 11,760	\$ 2,111	18%		\$ 13,871	\$ 15,289	\$ (1,418)	-9%
507999 Other Taxes	\$ -	\$ 2,058	\$ (2,058)	-100%	\$ 14,165	\$ 24,696	\$ (10,531)	-43%		\$ 14,165	\$ 16,334	\$ (2,169)	-13%
Total Utilities -	\$ 1,448	\$ 3,926	\$ (2,478)	-63%	\$ 35,364	\$ 47,112	\$ (11,748)	-25%		\$ 35,364	\$ 41,039	\$ (5,675)	-14%

9.95

FY08
Consolidated Operating Expenses
For the month ending - June 30, 2008

	Current Period				Year to Date				YTD Year Over Year Comparison				
	Actual	Budget	\$ Var	% Var	Actual	Budget	\$ Var	% Var Notes	Actual FY08	FY07	\$ Var	% Var	
<u>PURCHASED TRANSPORTATION</u>													
503406 Contr/Paratrans	\$ 47,527	\$ 16,667	\$ 30,860	185%	\$ 288,788	\$ 200,004	\$ 88,784	44%	20	\$ 288,788	\$ 200,482	\$ 88,306	44%
Total Purchased Transportation -	\$ 47,527	\$ 16,667	\$ 30,860	185%	\$ 288,788	\$ 200,004	\$ 88,784	44%		\$ 288,788	\$ 200,482	\$ 88,306	44%
<u>MISC</u>													
509011 Dues & Subscriptions	\$ 2,499	\$ 4,768	\$ (2,269)	-48%	\$ 22,427	\$ 57,216	\$ (34,789)	-61%	21	\$ 22,427	\$ 94,391	\$ (71,964)	-76%
509085 Advertising - Rev Product	\$ -	\$ 1,250	\$ (1,250)	-100%	\$ -	\$ 15,000	\$ (15,000)	-100%		\$ -	\$ -	\$ -	0%
509101 Emp Incentive Prog	\$ -	\$ 2,135	\$ (2,135)	-100%	\$ 14,159	\$ 23,819	\$ (9,660)	-41%		\$ 14,159	\$ 2,860	\$ 11,299	395%
509121 Employee Training	\$ 211	\$ 1,625	\$ (1,414)	-87%	\$ 87,097	\$ 89,500	\$ (2,403)	-3%		\$ 87,097	\$ 30,382	\$ 56,715	187%
509123 Travel	\$ 2,044	\$ 4,348	\$ (2,304)	-53%	\$ 35,593	\$ 52,176	\$ (16,583)	-32%		\$ 35,593	\$ 21,095	\$ 14,498	69%
509125 Local Meeting Exp	\$ 500	\$ 529	\$ (29)	-5%	\$ 4,603	\$ 6,348	\$ (1,745)	-27%		\$ 4,603	\$ 5,464	\$ (861)	-16%
509127 Board Director Fees	\$ 1,000	\$ 1,100	\$ (100)	-9%	\$ 12,850	\$ 13,200	\$ (350)	-3%		\$ 12,850	\$ 10,700	\$ 2,150	20%
509150 Contributions	\$ -	\$ 54	\$ (54)	-100%	\$ 248	\$ 648	\$ (400)	-62%		\$ 248	\$ 240	\$ 8	3%
509197 Sales Tax Expense	\$ -	\$ -	\$ -	0%	\$ 332	\$ -	\$ 332	0%		\$ 332	\$ -	\$ 332	0%
509198 Cash Over/Short	\$ 1,271	\$ -	\$ 1,271	0%	\$ 2,488	\$ -	\$ 2,488	0%		\$ 2,488	\$ (302)	\$ 2,790	-924%
Total Misc -	\$ 7,525	\$ 15,809	\$ (8,284)	-52%	\$ 179,797	\$ 257,907	\$ (78,110)	-30%		\$ 179,797	\$ 164,830	\$ 14,967	9%
<u>LEASES & RENTALS</u>													
512011 Facility Rentals	\$ 58,283	\$ 59,559	\$ (1,276)	-2%	\$ 697,926	\$ 714,711	\$ (16,785)	-2%		\$ 697,926	\$ 765,219	\$ (67,293)	-9%
512061 Equipment Rentals	\$ 897	\$ 6,273	\$ (5,376)	-86%	\$ 19,913	\$ 75,276	\$ (55,363)	-74%	22	\$ 19,913	\$ 80,496	\$ (60,583)	-75%
Total Leases & Rentals -	\$ 59,180	\$ 65,832	\$ (6,652)	-10%	\$ 717,839	\$ 789,987	\$ (72,148)	-9%		\$ 717,839	\$ 845,715	\$ (127,876)	-15%
Total Non-Personnel Expenses -	\$ 915,046	\$ 762,336	\$ 152,710	20%	\$ 8,029,068	\$ 9,198,486	\$ (1,169,418)	-13%		\$ 8,029,068	\$ 7,203,702	\$ 825,366	11%
TOTAL OPERATING EXPENSE -	\$3,195,674	\$3,233,134	\$ (37,460)	-1%	\$34,929,632	\$38,848,059	\$ (3,918,427)	-10%		\$34,929,632	\$32,557,611	\$ 2,372,021	7%

** does not include depreciation

Year to Date Notes:

- 1) **Total Personnel Expenses** are below budget due to not being at full complement.
- 2) **Admin & Bank Fees** are under budget due to quarterly Sales Tax Admin Fees not increasing as anticipated until FY09.
- 3) **Prof & Tech Fees** are below budget due to website redesign and ParaCruz & SEIU labor negotiations being moved to FY09.
- 4) **Legal Services** are under budget due to less than anticipated expenses in FY08.

9.96

FY08
Consolidated Operating Expenses
For the month ending - June 30, 2008

	Current Period				Year to Date				YTD Year Over Year Comparison				
	Actual	Budget	\$ Var	% Var	Actual	Budget	\$ Var	% Var	Notes	Actual FY08	FY07	\$ Var	% Var
5) Temp Help	is over budget due to vacancies and work loads. (Expense is offset by savings in personnel expense.)												
6) Security Services	are under budget due to budgeting for additional emergency security throughout the year.												
7) Repair Bldg & Impr	is over budget due to unanticipated repairs including maintenance contract for the LCNG Fueling Station (1200 B River Street), 111 DuBois parking lot base rock, backflow installation at WTC and sewer work at Ops.												
8) Repair - Equipment	is under budget due to LCNG Fueling Station costs recorded in Repairs Bldg & Impr and less than anticipated repair costs.												
9) Repair - Rev Vehicle	is over budget due to more than budgeted repair costs, including several transmission re-builds.												
10) Repair - Non Rev Vehicle	is under budget due to purchase of new vehicles and less than anticipated repairs.												
11) Haz Mat Disposal	is over budget due to unanticipated lift station repairs, and extra grease trap pump-outs at Pacific Station.												
12) Fuels & Lube Non Rev Veh	is over budget due increased fuel and lube costs.												
13) Fuels & Lube Rev Veh	is under budget due to the CNG conversion and the resulting economies in fuel consumption.												
14) Tires & Tubes	are under budget due to less than expected expenditures attributable to periodic bulk purchases.												
15) Rev Vehicle Parts	is over budget due to a one-time inventory adjustment related to the Orion parts credit, and an aging fleet that requires increased repairs.												
16) Printing	is under budget due to less than anticipated printing costs for Fleet (4100) and HR (1400) for the UTU Labor Contract not being printed by year end.												
17) Repair/Maint Supplies	are over budget due to bulk purchases of supplies including bus stop signage.												
18) Utilities	are over budget due to increased costs, and service for newly acquired properties.												
19) Settlement costs	are under budget due to less than anticipated settlement costs for the year.												
20) Contr/Paratrans	is over budget due to personnel not being at full complement and extra dialysis rides in May & June.												
21) Dues and Subscriptions	are under budget due to annual APTA dues budgeted in FY08 but paid in FY07.												
22) Equipment Rental	is under budget due to the purchase of non-revenue vehicles to replace leased vehicles at the end of June 2007.												

9.97

FY08
Operating Expenses by Department
For the month ending - June 30, 2008

	Current Period				Year to Date				Notes	YTD Year Over Year Comparison			
	Actual	Budget	\$ Var	% Var	Actual	Budget	\$ Var	% Var		Actual	FY07	\$ Var	% Var
Departmental Personnel Expenses													
700 - SCCIC	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%
1100 - Administration	\$ 30,484	\$ 86,009	\$ (55,525)	-65%	\$ 867,136	\$ 1,032,108	\$ (164,972)	-16%		\$ 867,136	\$ 875,106	\$ (7,970)	-1%
1200 - Finance	\$ 80,295	\$ 51,760	\$ 28,535	55%	\$ 568,195	\$ 621,120	\$ (52,925)	-9%		\$ 568,195	\$ 476,566	\$ 91,629	19%
1300 - Customer Service	\$ 40,229	\$ 43,126	\$ (2,897)	-7%	\$ 408,532	\$ 517,523	\$ (108,991)	-21%		\$ 408,532	\$ 385,844	\$ 22,688	6%
1400 - Human Resources	\$ 78,716	\$ 49,317	\$ 29,399	60%	\$ 555,293	\$ 591,804	\$ (36,511)	-6%		\$ 555,293	\$ 407,362	\$ 147,931	36%
1500 - Information Technology	\$ 53,641	\$ 41,120	\$ 12,521	30%	\$ 493,515	\$ 493,451	\$ 64	0%		\$ 493,515	\$ 454,849	\$ 38,666	9%
1700 - District Counsel	\$ 59,042	\$ 38,234	\$ 20,808	54%	\$ 425,203	\$ 458,808	\$ (33,605)	-7%		\$ 425,203	\$ 395,226	\$ 29,977	8%
1800 - Risk Management	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%
2200 - Facilities Maintenance	\$ 54,633	\$ 85,692	\$ (31,059)	-36%	\$ 839,446	\$ 1,028,304	\$ (188,858)	-18%		\$ 839,446	\$ 842,971	\$ (3,525)	0%
3100 - Paratransit Program	\$ 212,490	\$ 251,796	\$ (39,306)	-16%	\$ 2,743,990	\$ 3,021,553	\$ (277,563)	-9%		\$ 2,743,990	\$ 2,604,059	\$ 139,931	5%
3200 - Operations	\$ 205,917	\$ 178,654	\$ 27,263	15%	\$ 1,969,698	\$ 2,143,859	\$ (174,161)	-8%		\$ 1,969,698	\$ 1,977,337	\$ (7,639)	0%
3300 - Bus Operators	\$ 1,017,124	\$ 1,153,144	\$ (136,020)	-12%	\$ 12,719,786	\$ 13,837,706	\$ (1,117,920)	-8%		\$ 12,719,786	\$ 12,013,844	\$ 705,942	6%
4100 - Fleet Maintenance	\$ 318,894	\$ 347,445	\$ (28,551)	-8%	\$ 3,821,408	\$ 4,169,328	\$ (347,920)	-8%		\$ 3,821,408	\$ 3,561,437	\$ 259,971	7%
9001 - Cobra Benefits	\$ 794	\$ -	\$ 794	0%	\$ (6,108)	\$ -	\$ (6,108)	0%		\$ (6,108)	\$ 1,289	\$ (7,397)	-574%
9005 - Retired Employee Benefits	\$ 129,959	\$ 144,500	\$ (14,541)	-10%	\$ 1,496,062	\$ 1,734,000	\$ (237,938)	-14%		\$ 1,496,062	\$ 1,358,022	\$ 138,040	10%
9014 - Operating Grants	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%
110020 - Operating Grants	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%
Additional Operating Programs	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%
Subtotal Personnel Expenses	\$ 2,282,218	\$ 2,470,797	\$ (188,579)	-8%	\$ 26,902,156	\$ 29,649,564	\$ (2,747,408)	-9%		\$ 26,902,156	\$ 25,353,912	\$ 1,548,244	6%
Departmental Non-Personnel Expenses													
700 - SCCIC	\$ -	\$ 21	\$ (21)	-100%	\$ 260	\$ 378	\$ (118)	-31%		\$ 260	\$ 280	\$ (20)	-7%
1100 - Administration	\$ 19,780	\$ 74,753	\$ (54,973)	-74%	\$ 579,048	\$ 892,233	\$ (313,185)	-35%		\$ 579,048	\$ 719,892	\$ (140,844)	-20%
1200 - Finance	\$ 141,781	\$ 68,287	\$ 73,494	108%	\$ 787,407	\$ 819,625	\$ (32,218)	-4%		\$ 787,407	\$ 812,249	\$ (24,842)	-3%
1300 - Customer Service	\$ 11,336	\$ 9,726	\$ 1,610	17%	\$ 81,031	\$ 116,712	\$ (35,681)	-31%		\$ 81,031	\$ 76,173	\$ 4,858	6%
1400 - Human Resources	\$ 14,990	\$ 8,131	\$ 6,859	84%	\$ 56,778	\$ 97,572	\$ (40,794)	-42%		\$ 56,778	\$ 88,635	\$ (31,857)	-36%
1500 - Information Technology	\$ 8,104	\$ 13,268	\$ (5,164)	-39%	\$ 213,946	\$ 229,236	\$ (15,290)	-7%		\$ 213,946	\$ 145,097	\$ 68,849	47%
1700 - District Counsel	\$ 4,031	\$ 1,512	\$ 2,519	167%	\$ 25,327	\$ 18,144	\$ 7,183	40%		\$ 25,327	\$ 18,032	\$ 7,295	40%
1800 - Risk Management	\$ 3,388	\$ 20,656	\$ (17,268)	-84%	\$ 50,525	\$ 247,872	\$ (197,347)	-80%		\$ 50,525	\$ 52,872	\$ (2,347)	-4%
2200 - Facilities Maintenance	\$ 135,023	\$ 44,532	\$ 90,491	203%	\$ 607,309	\$ 534,384	\$ 72,925	14%		\$ 607,309	\$ 411,910	\$ 195,399	47%
3100 - Paratransit Program	\$ 127,851	\$ 64,048	\$ 63,803	100%	\$ 858,142	\$ 768,575	\$ 89,567	12%		\$ 858,142	\$ 565,794	\$ 292,348	52%
3200 - Operations	\$ 59,767	\$ 53,692	\$ 6,075	11%	\$ 573,010	\$ 644,304	\$ (71,294)	-11%		\$ 573,010	\$ 561,559	\$ 11,451	2%
3300 - Bus Operators	\$ -	\$ 500	\$ (500)	-100%	\$ 5,006	\$ 8,999	\$ (3,993)	-44%		\$ 5,006	\$ 5,450	\$ (444)	-8%
4100 - Fleet Maintenance	\$ 389,786	\$ 403,205	\$ (13,419)	-3%	\$ 4,133,765	\$ 4,820,461	\$ (686,696)	-14%		\$ 4,133,765	\$ 3,745,756	\$ 388,009	10%
9001 - Cobra Benefits	\$ (1,588)	\$ -	\$ (1,588)	0%	\$ (494)	\$ -	\$ (494)	0%		\$ (494)	\$ -	\$ (494)	0%
9005 - Retired Employee Benefits	\$ -	\$ -	\$ -	0%	\$ (2)	\$ -	\$ (2)	0%		\$ (2)	\$ -	\$ (2)	0%
9014 - Operating Grants	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%		\$ 51,452	\$ -	\$ 51,452	0%
110020 - Operating Grants	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%		\$ 6,334	\$ -	\$ 6,334	0%
Additional Operating Programs	\$ -	\$ -	\$ -	0%	\$ (575)	\$ -	\$ (575)	0%		\$ (575)	\$ -	\$ (575)	0%
Subtotal Non-Personnel Expenses	\$ 914,249	\$ 762,331	\$ 151,918	20%	\$ 7,970,483	\$ 9,198,495	\$ (1,228,012)	-13%		\$ 8,028,269	\$ 7,203,699	\$ 824,570	11%

9.08

FY08
Operating Expenses by Department
For the month ending - June 30, 2008

	Current Period				Year to Date				Notes	YTD Year Over Year Comparison			
	Actual	Budget	\$ Var	% Var	Actual	Budget	\$ Var	% Var		FY08 Actual	FY07	\$ Var	% Var
Total Departmental Expenses													
700 - SCCIC	\$ -	\$ 21	\$ (21)	-100%	\$ 260	\$ 378	\$ (118)	-31%		\$ 260	\$ 280	\$ (20)	-7%
1100 - Administration	\$ 50,264	\$ 160,762	\$ (110,498)	-69%	\$ 1,446,184	\$ 1,924,341	\$ (478,157)	-25%	1	\$ 1,446,184	\$ 1,594,998	\$ (148,814)	-9%
1200 - Finance	\$ 222,076	\$ 120,047	\$ 102,029	85%	\$ 1,355,602	\$ 1,440,745	\$ (85,143)	-6%		\$ 1,355,602	\$ 1,288,815	\$ 66,787	5%
1300 - Customer Service	\$ 51,565	\$ 52,852	\$ (1,287)	-2%	\$ 489,563	\$ 634,235	\$ (144,672)	-23%	2	\$ 489,563	\$ 462,017	\$ 27,546	6%
1400 - Human Resources	\$ 93,706	\$ 57,448	\$ 36,258	63%	\$ 612,071	\$ 689,376	\$ (77,305)	-11%		\$ 612,071	\$ 495,997	\$ 116,074	23%
1500 - Information Technology	\$ 61,745	\$ 54,388	\$ 7,357	14%	\$ 707,461	\$ 722,687	\$ (15,226)	-2%		\$ 707,461	\$ 599,946	\$ 107,515	18%
1700 - District Counsel	\$ 63,073	\$ 39,746	\$ 23,327	59%	\$ 450,530	\$ 476,952	\$ (26,422)	-6%		\$ 450,530	\$ 413,258	\$ 37,272	9%
1800 - Risk Management	\$ 3,388	\$ 20,656	\$ (17,268)	-84%	\$ 50,525	\$ 247,872	\$ (197,347)	-80%	3	\$ 50,525	\$ 52,872	\$ (2,347)	-4%
2200 - Facilities Maintenance	\$ 189,656	\$ 130,224	\$ 59,432	46%	\$ 1,446,755	\$ 1,562,688	\$ (115,933)	-7%	4	\$ 1,446,755	\$ 1,254,881	\$ 191,874	15%
3100 - Paratransit Program	\$ 340,341	\$ 315,844	\$ 24,497	8%	\$ 3,602,132	\$ 3,790,128	\$ (187,996)	-5%	5	\$ 3,602,132	\$ 3,169,853	\$ 432,279	14%
3200 - Operations	\$ 265,684	\$ 232,346	\$ 33,338	14%	\$ 2,542,708	\$ 2,788,163	\$ (245,455)	-9%	6	\$ 2,542,708	\$ 2,538,896	\$ 3,812	0%
3300 - Bus Operators	\$ 1,017,124	\$ 1,153,644	\$ (136,520)	-12%	\$ 12,724,792	\$ 13,846,705	\$ (1,121,913)	-8%	7	\$ 12,724,792	\$ 12,019,294	\$ 705,498	6%
4100 - Fleet Maintenance	\$ 708,680	\$ 750,650	\$ (41,970)	-6%	\$ 7,955,173	\$ 8,989,789	\$ (1,034,616)	-12%	8	\$ 7,955,173	\$ 7,307,193	\$ 647,980	9%
9001 - Cobra Benefits	\$ (794)	\$ -	\$ (794)	0%	\$ (6,602)	\$ -	\$ (6,602)	0%		\$ (6,602)	\$ 1,289	\$ (7,891)	-612%
9005 - Retired Employee Benefits	\$ 129,959	\$ 144,500	\$ (14,541)	-10%	\$ 1,496,060	\$ 1,734,000	\$ (237,940)	-14%	9	\$ 1,496,060	\$ 1,358,022	\$ 138,038	10%
9014 - Operating Grants	\$ -	\$ -	\$ -	0%	\$ 51,452	\$ -	\$ 51,452	0%		\$ 51,452	\$ -	\$ 51,452	0%
110020 - Operating Grants	\$ -	\$ -	\$ -	0%	\$ 6,334	\$ -	\$ 6,334	0%		\$ 6,334	\$ -	\$ 6,334	0%
Additional Operating Programs	\$ -	\$ -	\$ -	0%	\$ (575)	\$ -	\$ (575)	0%		\$ (575)	\$ -	\$ (575)	0%
Total Operating Expenses	\$ 3,195,674	\$ 3,233,134	\$ (37,460)	-1%	\$ 34,929,632	\$ 38,848,059	\$ (3,918,427)	-10%		\$ 34,929,632	\$ 32,557,611	\$ 2,372,021	7%

** does not include depreciation

Year to Date Notes:

- 1) **Administration** is under budget for the year due to annual APTA dues paid for in FY07 and a web site redesign being moved to FY09.
- 2) **Customer Service** is under budget for the year due to less than anticipated worker's compensation expense and graphics expense.
- 3) **Risk Management** is under budget for the year due to less than budgeted settlement costs paid for the year.
- 4) **Facilities Maint** is under budget for the year due not being at full complement coupled with higher than anticipated materials and supplies expense.
- 5) **Paratransit Program** is under budget for the year due to not beng at full complement coupled with higher than anticipated purchased transportation expense.
- 6) **Operations** is under budget for the year due to not being at full complement and security expense.
- 7) **Bus Operators** is under budget for the year due to not being at full complement.
- 8) **Fleet** is under budget for the year due to not being at full complement in addition to the CNG conversion and the resulting economies in fuel consumption.
- 9) **Retired Employee Benefits** is under budget for the year due to less than anticipated increased medical premiums.

9.99

FY2008
CAPITAL BUDGET
For the month ending - June 30, 2008

	<u>YTD Actual</u>	<u>FY08 Budget</u>	<u>Remaining Budget</u>	<u>% Spent YTD</u>
<u>Grant-Funded Projects</u>				
MetroBase	\$ 7,401,274	\$ 10,300,000	\$ 2,898,726	72%
Purchase 1217 River Street	\$ 1,240,554	\$ 1,237,500	\$ (3,054)	100%
Purchase 1211 River Street	\$ 779,362	\$ 775,000	\$ (4,362)	101%
CNG Bus Conversions (40 Buses)	\$ 4,765,644	\$ 6,800,000	\$ 2,034,356	70%
Local Bus Replacement (8)	\$ -	\$ 3,400,000	\$ 3,400,000	0%
Pacific Station Project	\$ 25,148	\$ 2,729,494	\$ 2,704,346	1%
H17 Bus Replacement (5)	\$ -	\$ 2,262,000	\$ 2,262,000	0%
Hwy 17 Wireless (Air District)	\$ 44,800	\$ 42,500	\$ (2,300)	105%
Transmission	\$ 12,365	\$ 15,000	\$ 2,635	82%
Subtotal Grant Funded Projects	\$ 14,269,148	\$ 27,561,494	\$ 13,292,346	52%

District Funded Projects

IT Projects

ATP - Hastus Run Time Analysis Program - IT/OPS	\$ 18,979	\$ 37,959	\$ 18,980	50%
Qqest Time Clocks	\$ 8,014	\$ 8,014	\$ -	100%
ABS Financial System & Modules	\$ 10,877	\$ 8,000	\$ (2,877)	136%
2nd T1 Connection - ParaCruz	\$ 5,378	\$ 8,677	\$ 3,299	62%
ABS Laser Printer & Software for Checks	\$ 2,940	\$ 6,550	\$ 3,610	45%
Laptops (2) Fleet & Finance	\$ 4,598	\$ 4,000	\$ (598)	115%
FAS - Fixed Asset Mgmt. Software	\$ 3,191	\$ 4,000	\$ 809	80%
Web Access Control Appliance	\$ 3,275	\$ 3,000	\$ (275)	109%
Printer - Ops	\$ 1,665	\$ 1,800	\$ 135	93%

Facilities Repair & Improvements

Bus Stop Improvements (20 total)	\$ 10,000	\$ 154,151	\$ 144,151	6%
Bus Stop Improvements (China Grade Turnout) **	\$ 112,551	\$ 121,000	\$ 8,449	93%
Bus Shelters - LNI	\$ 42,371	\$ 43,034	\$ 663	98%
2-way Radio & Telephone Recording System (Exacom System)	\$ 19,890	\$ 25,000	\$ 5,110	80%
Reseal Operations Facility Roof	\$ 23,963	\$ 25,600	\$ 1,637	94%
ParaCruz Vehicle Hoist	\$ 13,020	\$ 17,500	\$ 4,480	74%
Replace HVAC at ParaCruz Facility	\$ 24,655	\$ 24,600	\$ (55)	100%
Repair Parking Lots (Greyhound, Soquel Park & Ride)	\$ 2,500	\$ 2,500	\$ -	100%
Repair Sidewalks & Bus Lanes (Pacific Station)	\$ 4,480	\$ 4,480	\$ -	100%
Cubicle Walls (ParaCruz)	\$ 11,531	\$ 10,000	\$ (1,531)	115%
Digital ID Card Processing Equip. for Pacific Station	\$ -	\$ 15,000	\$ 15,000	0%

9.9.10

FY2008
CAPITAL BUDGET
For the month ending - June 30, 2008

	<u>YTD Actual</u>		<u>FY08 Budget</u>		<u>Remaining Budget</u>	<u>% Spent YTD</u>
Replace Toilets at Pacific Station & (1) Waterless	\$ 4,294	\$	6,100	\$	1,806	70%
Bus Operators Lockers	\$ 4,222	\$	4,800	\$	578	88%
Two-way Radio Portable Radio Hand-paks (4)	\$ 3,803	\$	3,500	\$	(303)	109%
Coin Machine Replacement - Pacific Station	\$ 4,909	\$	4,539	\$	(370)	108%
Money Counting Program - OPS	\$ 2,214	\$	2,481	\$	267	89%
Air Compressor - ParaCruz	\$ 2,983	\$	3,500	\$	517	85%
Rolling Jack - ParaCruz	\$ 3,230	\$	3,500	\$	270	92%
<u>Revenue Vehicle Replacement</u>						
Purchase ParaCruz Vans (3)	\$ 213,755	\$	216,303	\$	2,548	99%
Rebuild Bus Engines (16 remaining) 1998 Fleet	\$ 73,036	\$	168,000	\$	94,964	43%
New John Deere Engines (2)	\$ 76,434	\$	76,435	\$	1	100%
<u>Non-Revenue Vehicle Replacement</u>						
Facility Service Body Truck (2)	\$ 55,099	\$	60,000	\$	4,901	92%
Pickup for Fleet (2)	\$ 33,118	\$	35,000	\$	1,882	95%
Hybrid - Admin	\$ 26,293	\$	30,500	\$	4,207	86%
Supervisor Vehicle	\$ 26,887	\$	29,500	\$	2,613	91%
Shuttle Van	\$ 21,981	\$	27,500	\$	5,519	80%
ParaCruz Staff Car	\$ 25,601	\$	20,000	\$	(5,601)	128%
<u>Maint Equipment</u>						
Replace Repeater - Davenport	\$ -	\$	15,000	\$	15,000	0%
Wire Welder	\$ 1,649	\$	2,039	\$	390	81%
Forklift (Purchased from Casey Printing)	\$ 1,250	\$	1,250	\$	-	100%
<u>Office Equipment</u>						
Ergonomic Desk	\$ 1,966	\$	1,966	\$	-	100%
<u>Admin</u>						
Purchase & Renovation of Vernon Bldg	\$ 4,002,764	\$	6,964,902	\$	2,962,138	57%
<hr/>						
Subtotal District Funded Projects	\$ 4,909,368	\$	8,201,680	\$	3,292,312	60%
<hr/>						
TOTAL CAPITAL PROJECTS	\$ 19,178,515	\$	35,763,174	\$	16,584,659	54%

9.911

FY2008
CAPITAL BUDGET
For the month ending - June 30, 2008

	<u>YTD Actual</u>	<u>FY08 Budget</u>	<u>Remaining Budget</u>	<u>% Spent YTD</u>
<u>CAPITAL FUNDING</u>				
Federal Capital Grants	\$ 2,009,889	\$ 3,798,527	\$ 1,788,638	53%
State/Other Capital Grants	\$ 4,828,292	\$ 12,919,865	\$ 8,091,573	37%
AB 3090	\$ 3,143,274	\$ 6,363,000	\$ 3,219,726	49%
STA Funding (Current Year & Prior Year Deferred)	\$ 4,929,033	\$ 7,087,337	\$ 2,158,304	70%
Alternative Fuel Conversion Fund	\$ -	\$ 462,000	\$ 462,000	0%
Bus Stop Improvement Reserves	\$ -	\$ 100,000	\$ 100,000	0%
District Reserves (Lawsuit & Sakata Proceeds)	\$ 3,823,921	\$ 4,588,338	\$ 764,417	83%
District Reserves (OES)	\$ 444,107	\$ 444,107	\$ -	100%
TOTAL CAPITAL FUNDING	\$ 19,178,516	\$ 35,763,174	\$ 16,584,658	54%

9.912

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
SCHEDULE OF RESERVE ACCOUNT
BALANCES
JUNE 30, 2008**

	Board Adopted Minimum Balance	Reason	Balance at 6/30/07	Proposed Addition/ (Withdrawal)	Proposed Balance at 6/30/08	Comments:
Bus Stop Improvement Reserve	\$ 400,000	To provide a dedicated source of funding for ADA improvements at bus stops	\$ 400,000	\$ -	\$ 400,000	
Alternative Fuel Conversion Fund	\$ 2,772,000	Board-approved program of allocating \$462,000 per year for six years to convert buses to CNG	\$ 462,000	\$ -	\$ 462,000	Funds will be used to offset the purchase of 8 Local and 5 Highway 17 Bus replacements in FY09
Capital Funding Reserve	\$ 13,969,000 *	To cover District's share of capital project costs in the District's five year plan, plus MetroBase	\$ 14,250,790	\$ (625,154)	\$ 13,625,636	Project Manager \$111K Budget Transfer \$70K & Capital Spending \$444K
Cash Flow Reserve	\$ 5,225,000	To cover two month's cash flow for fiscal or natural disaster or emergency	\$ 5,225,000	\$ (165,978)	\$ 5,059,022	Retiree Payouts FY08
Workers Compensation Reserve	\$ 3,651,291	Long term portion of workers compensation liability per 6/30/07 audit	\$ 2,142,304	\$ (50,723)	\$ 2,091,581	Reserve 57% funded, and settlements FY08.
Liability Insurance Reserve	\$ 750,000	\$250,000 SIR plus estimated liability on outstanding cases	\$ 750,000	\$ (49,243)	\$ 700,757	Settlements FY08
	\$ 26,767,291					
Carryover from Previous Year	N/A	Excess revenue to support operating expenses in subsequent year	\$ 911,228	\$ 2,039,950	\$ 2,951,178	
Carryover for Sales Tax-Based UTU Wage Adjustment	N/A	Excess sales tax revenue designated for UTU wage adjustment per MOU	\$ 256,137	\$ (256,137)	\$ -	
* Estimate			\$ 24,397,459	\$ 892,715	\$ 25,290,174	

9.61

Attachment B

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

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

**A RESOLUTION OF APPRECIATION FOR THE SERVICES OF
WILLIAM D. DEVIVO AS BUS OPERATOR
FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT**

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

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

WHEREAS, the Santa Cruz Metropolitan Transit District, requiring an employee with expertise and dedication appointed William D. DeVivo to serve in the position of Bus Operator, and

WHEREAS, William D. DeVivo served as a member of the Operations Department of the Santa Cruz Metropolitan Transit District for the time period of December 3, 1979 to October 13, 2008, and

WHEREAS, William D. DeVivo provided the Santa Cruz Metropolitan Transit District with dedicated service and commitment during the time of employment, and

WHEREAS, William D. DeVivo served the Santa Cruz Metropolitan Transit District with distinction, and

WHEREAS, the service provided to the residents of Santa Cruz County by William D. DeVivo resulted in reliable, quality public transportation being available in the most difficult of times, and

WHEREAS, during the time of William D. DeVivo's service, METRO expanded service, developed new operating facilities, purchased new equipment, developed accessible bus stops, opened new transit centers, improved ridership, responded to the challenges of the Loma Prieta Earthquake, responded to adverse economic conditions, assumed direct operational responsibility for the Highway 17 Express service and the Amtrak Connector service, and assumed direct operational responsibility for the ParaCruz service, and

WHEREAS, the quality of life in Santa Cruz County was improved dramatically as a result of the exemplary service provided by William D. DeVivo.

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

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

10.1

PASSED AND ADOPTED this 24th day of October 2008 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

APPROVED _____

JAN BEAUTZ
Board Chair

ATTEST _____

LESLIE R. WHITE
General Manager

APPROVED AS TO FORM:

MARGARET GALLAGHER
District Counsel

10.2

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

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

**A RESOLUTION OF APPRECIATION FOR THE SERVICES OF
BEVERLY A. EDWARDS AS BUS OPERATOR
FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT**

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

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

WHEREAS, the Santa Cruz Metropolitan Transit District, requiring an employee with expertise and dedication appointed Beverly A. Edwards to serve in the position of Bus Operator, and

WHEREAS, Beverly A. Edwards served as a member of the Operations Department of the Santa Cruz Metropolitan Transit District for the time period of October 13, 1997 to October 13, 2008, and

WHEREAS, Beverly A. Edwards provided the Santa Cruz Metropolitan Transit District with dedicated service and commitment during the time of employment, and

WHEREAS, Beverly A. Edwards served the Santa Cruz Metropolitan Transit District with distinction, and

WHEREAS, the service provided to the residents of Santa Cruz County by Beverly A. Edwards resulted in reliable, quality public transportation being available in the most difficult of times, and

WHEREAS, during the time of Beverly A. Edwards' service, METRO expanded service, developed new operating facilities, purchased new equipment, developed accessible bus stops, opened new transit centers, improved ridership, responded to adverse economic conditions, assumed direct operational responsibility for the Highway 17 Express service and the Amtrak Connector service, and assumed direct operational responsibility for the ParaCruz service, and

WHEREAS, the quality of life in Santa Cruz County was improved dramatically as a result of the exemplary service provided by Beverly A. Edwards.

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

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

11.1

PASSED AND ADOPTED this 24th day of October 2008 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

APPROVED _____
JAN BEAUTZ
Board Chair

ATTEST _____
LESLIE R. WHITE
General Manager

APPROVED AS TO FORM:

MARGARET GALLAGHER
District Counsel

11.2

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: October 24, 2008

TO: Board of Directors

FROM: Mark Dorfman, Assistant General Manager

SUBJECT: **CONSIDERATION OF A RESOLUTION DESIGNATING THE GENERAL MANAGER AS THE AUTHORIZED AGENT TO EXECUTE ACTIONS NECESSARY TO RECEIVE PTMISEA FUNDS ON BEHALF OF SANTA CRUZ METRO AND CONSIDER PTMISEA FUNDING STATUS.**

I. RECOMMENDED ACTION

Adopt a resolution authorizing the General Manager to execute any actions and agreements necessary to obtain Public Transportation Modernization, Improvement and Service Enhancement Account (PTMISEA) funds for MetroBase and consider the status of PTMISEA funding for MetroBase.

II. SUMMARY OF ISSUES

- Proposition 1B established \$3.6 Billion for the Public Transportation Modernization, Improvement and Service Enhancement Account (PTMISEA).
- Last year, California appropriated the first \$600 million in PTMISEA funds, with Santa Cruz METRO receiving \$4.4 Million for MetroBase.
- The FY 2009 California Budget appropriated \$350 million in PTMISEA funds, which will provide approximately \$2.5 Million more for MetroBase.
- METRO had initially defined its PTMISEA project to include only construction of the new Operations Building. This year's application will expand the scope to include any MetroBase activity.
- The Guidelines for this year's Allocation Request require that the Recipient Agency, METRO, designate an Authorized Agent to execute agreements with Caltrans.
- Adopting the attached resolution designates Leslie R. White, General Manager as the Authorized Agent to execute all actions necessary to receive PTMISEA funds on behalf of Santa Cruz Metropolitan Transit District.

12.1

III. DISCUSSION

In November, 2006, California voters approved the Highway Safety, Traffic Reduction, Air Quality and Port Security Bond Act of 2006 (Bond Act), balloted as Proposition 1B. Proposition 1B and its enabling legislation, SB 88, established the Public Transportation Modernization, Improvement and Service Enhancement Account (PTMISEA) to fund public transportation improvement projects in California. The PTMISEA will receive approximately \$3.6 Billion from the sale of bonds over the life of the Act.

The State Controller's Office allocates PTMISEA funds to Regional Transportation Planning Agencies and Public Transit Operators according to the same distribution as State Transit Assistance Funds. The Santa Cruz County Regional Transportation Commission and the Santa Cruz Metropolitan Transit District are the eligible recipients in Santa Cruz County, and the SCCRTC agreed last year to sponsor MetroBase construction with its allocation of PTMISEA funds. The SCCRTC's share of PTMISEA funds flow directly to Santa Cruz METRO from the California Department of Transportation (Caltrans).

Over the life of the Bond Act, an estimated \$27 million will accrue to Santa Cruz County. Last year, METRO programmed all of its anticipated PTMISEA revenue to the MetroBase Operations Building, showing the entire MetroBase development to be fully funded. However, not every eligible recipient requested allocations to program the entire \$3.6 Billion available from the Bond Act. Since the statewide allocation requests did not demonstrate a need to appropriate Bond revenue at the same level as in the first year, this year's California State Budget reduced PTMISEA funding by more than forty percent.

Last year, the California Budget appropriated \$600 Million in PTMISEA bond funds, which provided \$4.4 Million for MetroBase. California's FY 2009 Budget appropriated \$350 Million to the PTMISEA fund, which yields only \$2.5 Million to MetroBase rather than the \$4.9 Million programmed in the initial allocation request. METRO's Five-Year Budget Framework assumed that the State would appropriate increasing amounts of PTMISEA funds each year to obligate all Bond Act revenue in five years. Instead, this revenue stream for MetroBase may accrue more slowly.

The California budget crisis, including the 85-day delay in adopting the FY 2009 budget, resulted in diminished or delayed reimbursement of METRO's local reserves already expended for the Maintenance and Administration buildings. In order to maintain adequate cash flow, METRO will revise the MetroBase project description for this year's PTMISEA allocation request to include any MetroBase activity rather than limiting it to only the Operations Building component. Since METRO has not yet commenced construction on the Operations Building, the \$4.4 million in PTMISEA cash received last year, plus more than \$39,000 in accrued interest, remains in the County treasury. METRO will draw these funds in the near future to pay RNL and Harris & Associates for design repackaging and construction management of the Operations Building. Modifying this year's allocation request (Attachment C) will enable immediate access to the \$2.5 million in PTMISEA funds which the State will distribute in January, 2009.

The Allocation Request for FY 2009 (Attachment C) revises the project budget to reflect reduced State Transit Assistance (STA) and PTMISEA funding next year. The revised budget adds another year of STA revenue in FY 2010 and increases PTMISEA revenue in FY 2010 to balance the shortfall of revenue anticipated in FY 2009. Revenue from the Small Transit Intensive Cities tier (source FTA 5340 in the Total Project Cost and Funding Plan) has been increased from \$650,000 to \$752,000 in FY 2008 and 2009 to reflect the actual amount METRO will receive from this source. Finally, \$603,000 has been moved from construction to PS&E (Design Engineering) from FY 2009 PTMISEA revenue to fund the RNL contract extension. Additional revenue from METRO capital reserves is not required.

Caltrans administers the California's PTMISEA program. In the revised Guidelines for the FY 2009 project Allocation Requests, Caltrans requires a new "Authorized Agent" form this year (Attachment B). The Authorized Agent is enabled to execute any and all actions necessary to obtain PTMISEA funds.

Adopting the attached resolution designates Leslie R. White, General Manager as the Authorized Agent for the PTMISEA program. This form will be attached to the Allocation Request for PTMISEA funds. Allocation Requests are due Caltrans by November 30, 2008.

IV. FINANCIAL CONSIDERATIONS

PTMISEA funds will provide approximately \$2.5 Million in FY 2009 for the MetroBase project.

V. ATTACHMENTS

- Attachment A:** Resolution designating an Authorized Agent to execute Agreements for PTMISEA funds.
- Attachment B:** Authorized Agent form.
- Attachment C:** FY 2009 PTMISEA Allocation Request

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

Resolution No. _____

On the Motion of Director: _____

Duly Seconded by Director: _____

The Following Resolution is Adopted:

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DESIGNATING LESLIE R. WHITE, GENERAL MANAGER, AS THE
AUTHORIZED AGENT TO EXECUTE ANY AND ALL ACTIONS NECESSARY
TO RECEIVE FUNDS FROM THE CALIFORNIA PUBLIC
TRANSPORTATION, MODERNIZATION, IMPROVEMENT AND SERVICE
ENHANCEMENT ACCOUNT**

WHEREAS, California voters approved the Highway Safety, Traffic Reduction, Air quality, and Port Security Bond Act of 2006 (Bond Act) on November, 2006 as Proposition 1B; and

WHEREAS, the Bond Act and its enabling legislation in Senate Bill 88, Statutes of 2007 created the Public Transportation Modernization Improvement and Service Enhancement Account (PTMISEA) with \$3.6 Billion to be funded by the sale of Bonds; and

WHEREAS, SB 88 added to the California Government Code Sections 8879.55 and 8879.56 which authorize the State Controller's Office to allocate PTMISEA funds to eligible regional transportation agencies and designate the California Department of Transportation as the administrative agency for implementing and monitoring the PTMISEA and to establish Guidelines therefore; and

WHEREAS, the Santa Cruz Metropolitan Transit District proposes to use all PTMISEA funds allocated to Santa Cruz County according to the formula in Public Utilities Code Sections 99313 and 99314 for MetroBase, a new Capital Project, in conformance with the PTMISEA Guidelines, the Santa Cruz Metropolitan Transit District's Financial Framework for Capital Budgets and the Regional Transportation Plan;

NOW, THEREFORE, BE IT RESOLVED, that the Santa Cruz Metropolitan Transit District hereby designates Leslie R. White, General Manager, as the Authorized Agent to execute any and all actions necessary to receive funds from the California Public Transportation Modernization Improvement and Service Enhancement Account on behalf of the Santa Cruz Metropolitan Transit District.

12.91

Resolution No. _____

Page 2

PASSED AND ADOPTED this 24th Day of October, 2008 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

APPROVED _____

JAN BEAUTZ
Board Chair

ATTEST _____

LESLIE R. WHITE
General Manager

APPROVED AS TO FORM:

MARGARET GALLAGHER
District Counsel

12.02



Attachment B

Authorized Agent

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

OF THE Santa Cruz Metropolitan Transit District
(Name of County/City Organization)

I hereby authorize the following individual(s) to execute for and on behalf of the named Regional Entity/Transit Operator, any actions necessary for the purpose of obtaining Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) funds provided by the California Department of Transportation, Division of Mass Transportation.

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

(Name and Title of Authorized Agent) OR

(Name and Title of Authorized Agent)

Jan Beutz Chair, Board of Directors
(Print Name) (Title)

(Signature)

Approved this 24th day of October, 2008

12.61

**Public Transportation Modernization, Improvement and
Service Enhancement Program (PTMISEA)
PROJECT DESCRIPTION AND ALLOCATION REQUES**

	Regional Entity: Santa Cruz County RTC
Project Sponsor*: Santa Cruz METRO	County: Santa Cruz
Project Title: MetroBase Consolidated Operating Facility	

I certify the scope, cost, schedule, and benefits as identified in the attached Project Description and Allocation Request (Request) and attachments are true and accurate and demonstrate a fully funded operable project. I understand the Request is subject to any additional restrictions, limitations or conditions that may be enacted by the State Legislature, including the State's budgetary process, which may effect the amount of bond proceeds received by the project sponsor now and in the future. Project sponsors may need to consider alternative funding sources if bond proceeds are not available. In the event the project cannot be completed as originally scoped, scheduled and estimated, or the project is terminated prior to completion, project sponsor shall, at its own expense, ensure that the project is in a safe and operable condition for the public. I understand this project will be monitored by the California Department of Transportation -- Division of Mass Transportation.

Name: Leslie R. White

Signature:

Title: General Manager
 Santa Cruz Metropolitan
Agency: Transit District

Date: 24-Oct-08

*If this project includes funding from more than one project sponsor, the project sponsor above becomes the "recipient agency" and the additional contributing project sponsor(s) must also sign and state the amount and type of PTMISEA funds (GC Section 8879.55(a)(2) and/or Section 8879.55(a)(3)) contribution. Sign below or attach a separate officially signed letter providing that information.

Name: George Dondero

Signature:

Title: Executive Director
 Regional Transportation
Agency: Commission

Date: _____ **Amount: \$1,195,875**

12. c1

**PTMISEA 2008- 09 PROJECT DESCRIPTION
AND ALLOCATION REQUEST
Project Allocatio**

	07/08	08/09
Allocation Amount per GC 8879.55(a)(2)/PUC 99313:	\$2,122,873	\$1,195,875
Allocation Amount per GC 8879.55(a)(3)/PUC 99314:	\$2,281,146	\$1,285,035
PTMISEA Interest:	\$38,890	\$
Total Project Allocation Request:	\$4,442,909	\$2,480,910
Project Title:	MetroBase Consolidated Operations Facility	
Project Location:	Harvey West Industrial Park, Santa Cruz, CA	

Table 1: Project Sponsor/Recipient Agency Information

Project Sponsor/ Recipient Agency: <u>Santa Cruz Metropolitan Transit District</u>	<i>gislative District Number</i>
Contact: Thomas Hiltner	Senate: <u>11, 15</u>
Contact Phone #: (831) 426-6080	Assembly: _____
Email Address: <u>thiltner@scmttd.com</u>	Congressional: <u>14, 17</u>
Address: 370 Encinal St.	Amount: _____
Santa Cruz, CA 95060	Type: _____
	\$1,285,035 GC 8879 55(a)(3)

Table 2: Contributing PTMISEA-Eligible Project Sponsor Information

PTMISEA Contributors: <u>Santa Cruz County RTC</u>	Amount :	Type:
Contact: Rachel Moriconi	\$1,195,875	GC8879 55(a)(2)
Contact Phone #: (831) 460-3203	\$	
Email Address: <u>rmoriconi@scrtc.org</u>		
Address: 1523 Pacific Ave		
Santa Cruz, CA 95060		
Other PTMISEA Contributors (Attach sheet with contact info)	Amount:	Type:
_____	\$	
_____	\$	
_____	\$	
TOTAL	\$2,480,910	

(*Contributing project sponsors attach signed letters of verification as to amount and eligibility or sign cover page)

Table 3: Project Category

Check **only 1** box that best fits the description of the project being funded.

<input type="checkbox"/> Rehabilitation, Safety or Modernization Improvement	<input type="checkbox"/> Bus Rapi
<input type="checkbox"/> Capital Service Enhancement or Expansion	<input type="checkbox"/> Rolling Stock Procure Expansion
<input checked="" type="checkbox"/> New Capital Project	<input type="checkbox"/> Rehabilitation
	<input type="checkbox"/> Replacement

12.c2

Table 4: Project Summary

a) Describe the project (or minimum operable segment) for which you are applying for funds, **including the useful life for all projects**. Attach additional sheets if necessary.

Write here: The MetroBase Consolidated Operating Facility replaces a number of leased facilities from which METRO has operated since the Loma Prieta earthquake destroyed its Watsonville maintenance, service, operating and administration building in 1989. This project will build new Maintenance, Operations, Administration and Bus Service facilities on a cluster of sites in Harvey West Industrial Park, Santa Cruz. The Bus Servicing Facility began operating in July, 2008 and the Maintenance Facility is under construction. The Administration building is in the design phase. METRO awarded final design and construction management contracts in July and August, 2008 for the new Operations Building. The scope of work for this project includes any design, engineering, management and construction necessary to complete MetroBase. See attached.

b) If the application is for the purchase of vehicles or rolling stock, please include information on size, passenger count, accessibility, **expected useful life** and fuel type:

Write here:

12.c3

Table 5: Description of Major Benefits/Outcomes (Also complete and submit Attachment A.1)

Write brief summary here:

New Maintenance, Operating and Administration Building will increase efficiency and reduce costs by eliminating rental payments for fixed-plant and improve communications. Building a new L/CNG fueling station will reduce exhaust emissions and enable METRO to meet ARB mandate to convert fleet from diesel to CNG fuel; reduce transit operating costs by

Measurable Statistical Benefits in Percentages:

Reduce annual operating costs by approximately 1.5% due to elimination of facilities rent, elimination of bus hosteling between operations yard and remote parking lots; reduction in IT & communication overhead costs by reducing the extent of remote data transmission network

Table 6: Project Schedule and Milestones (Also complete and submit Attachment A.2)

	Date
Begin Project Approval & Environmental Document Phase	Jun-99
End Project Approval & Environmental Document Phase Milestone	Feb-03
Begin Plans, Specifications & Estimates Phase Milestone	Dec-03
End Design Phase (Ready to list for Advertisement Milestone)	May-05
Begin Right of Way Phase	Feb-03
End Right of Way Phase (Right of Way Certification Milestone)	Apr-08
Begin Construction Phase (Contract Award Milestone)	Dec-05
End Construction Phase (Contract Acceptance Milestone)	Jun-11
Begin Vehicle/Equipment Order (Contract Award Milestone)	na
End Vehicle/equipment Order (Contract Acceptance Milestone)	na
Begin Closeout Phase	Sep-11
End Closeout Phase	Dec-11

###

Table 7: Tax Compliance Information

Is it reasonably anticipated that any money will be derived at any point in the future as a result of the project that will be paid to the State?

YES
XX
NO

YES

NO

If yes, please describe the source of the money and provide an estimate of the amount:

Esti \$

- A completed Attachment A.1
- A completed Attachment A.2
- The most recently adopted short-range transit plan, or other publicly adopted plan that programs or prioritizes the expenditure of funds for transit capital improvements which indicates this project is consistent with it.

12.c4

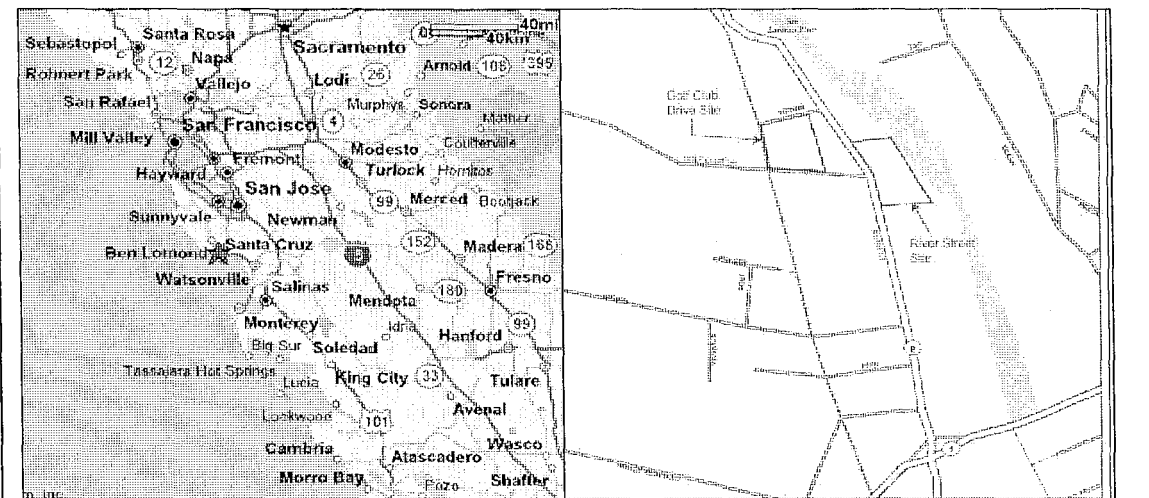
Attachment A
Table 4, Continuation

PROJECT DESCRIPTION

The Santa Cruz Metropolitan Transit District will build the MetroBase Consolidated Bus Operations Facility to consolidate fleet maintenance, administration, bus servicing and public transit operations onto 3 sites owned by the District from those together with 2 others currently leased in Harvey West Industrial Park. MetroBase will support a 98-bus fleet, sustaining the current level of public transit service in Santa Cruz County. MetroBase will establish the District's own diesel and natural gas fueling stations and will facilitate converting to CNG exclusively for the entire fleet during the next 4 years as required by the California Air Resources Board.

The MetroBase Consolidated Operating Facility will replace a 3-year old maintenance and operating facility in Watsonville lost to the Loma Prieta earthquake in 1989. Since that time, the District has leased "temporary" facilities inadequate for heavy maintenance and has purchased diesel and, more recently, CNG fuel from commercial vendors, adding to increased operating costs. MetroBase will support the current operating level as well as short-term expansion requirements. The District currently delivers all METRO service and fleet support from five sites in and around Harvey West Park. Consolidating onto three sites in the same park will have no impact on the surrounding area.

The District has completed environmental impact reporting, final design engineering (PS&Es) and right-of-way acquisition. The Bus servicing facility is complete. Construction on the Maintenance Facility is 40% complete. The Operations and Administration Buildings are in engineering/design with construction scheduled to start in early 2009.



Description of Major Benefits and Outcomes

Public Transportation Modernization, Improvement and Service Enhancement Account (PTMISEA)

PROJECT SPONSORS: Please check the appropriate bond category the funding will be used for and complete the corresponding information for project type, outputs and benefits/outcomes. If you are funding more than one project, complete a separate sheet for each project. Examples are provided. Project Sponsors will use this table to report progress to the Department semi-annually and for annual audits. The information will be reported to the Legislature and the Department of Finance and will be available on the Governor's Bond Accountability Website for the public.

Prop 1B Bond Category (Check Only 1)	Project Description (Example shown)	Outputs (Provide the number of items to be obtained)	Benefits/Outcomes Expected (Provide the expected result of project.) Please choose from attached list
1) Improvements: <input type="checkbox"/> Rehabilitation, or <input type="checkbox"/> Safety, or <input type="checkbox"/> Modernization	Examples: Transit Fleet Rehabilitation or Transit Information Systems	Examples: Total <u>number</u> of vehicles to be rehabilitated/refurbished 793 bus signs to be installed	Examples: Extend bus life by 10 years Increase safety 10% Improve on-time performance 10% Reduce pollution by 15%
	State your project here:	1688 State your output here:	State your expected benefits here:
2) Capital Service: <input type="checkbox"/> Enhancement or <input type="checkbox"/> Expansion	Examples: Install Equipment Add commuter rail lines or bus lines	Examples: Total <u>number</u> AFC to be installed. Total <u>number</u> new commuter lines or bus routes to be installed	Examples: Improve on-time performance 10% # of riders increased by 10% Increase commuter lines 10%
	State your project here:	State your output here:	State your expected benefits here:

12.26

3) Capital Projects: ___ New	Examples: Commuter lines	Examples: Total <u>number</u> of miles or lines	Examples: Increase lines or routes by 10%
	State your project here: MetroBase Engineering & Construction	State your output here: Construct New Consolidated Maintenance, Administration and Operating Facility	State your expected benefits here: Reduce operating costs 1.5% 93% Reduced Diesel Exhaust Emissions
4) BRT: ___ Improvements	Examples: Commuter lines or miles Buy buses	Examples: Total <u>number</u> of BRT miles or access ramps to be built Total <u>number</u> of priority signalization equipment to install	Example: # of riders increased by 10%
	State your project here:	State your output here:	State your expected benefits here:
5) Rolling Stock Procurement for: ___ Expansion Or ___ Replacement Or ___ Rehabilitation	Example: Purchase new vehicles	Example: Total <u>number</u> of new vehicles purchased and type	Examples: # of riders increased by 10% Increase life of fleet by 10% Reduce service costs by 10%
	State your project here:	State your output here:	State your expected benefits here:

12.27

Public Transportation Modernization, Improvement, and Service Enhancement Account
Total Project Cost and Funding Plan

FY 2009

Shaded fields are automatically calculated. Please do not fill these fields.

Proposed Total Project Cost								Project
Component	Prior	07/08	08/09	09/10	10/11	11/12	12/13	Total
PA&ED	318	0	0	0	0	0	0	318
PS&E	3,002	0	603	0	0	0	0	3,605
R/W	2,755	0	0	0	0	0	0	2,755
CON	5,242	21,541	11,108	7,819	5,900	6,400	0	58,010
Vehicle Purchase	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0
TOTAL	11,317	21,541	11,711	7,819	5,900	6,400	0	64,688

Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA)								
Component	Prior	07/08	08/09	09/10	10/11	11/12	12/13	Total
E&P (PA&ED)								0
PS&E			603					603
R/W								0
CON		4,404	1,878	7,819	5,900	6,400		26,401
Vehicle Purchase								0
Other								0
TOTAL	0	4,404	2,481	7,819	5,900	6,400	0	27,004

Funding Source: PTMISEA INTEREST								
Component	Prior	07/08	08/09	09/10	10/11	11/12	12/13	Total
E&P (PA&ED)								0
PS&E								0
R/W								0
CON		39						39
Vehicle Purchase								0
Other								0
TOTAL	0	39	0	0	0	0	0	39

Funding Source: RTIP								
Component	Prior	07/08	08/09	09/10	10/11	11/12	12/13	Total
E&P (PA&ED)								0
PS&E								0
R/W								0
CON			6,363					6,363
Vehicle Purchase								0
Other								0
TOTAL	0	0	6,363	0	0	0	0	6,363

Funding Source: Local Funds								
Component	Prior	07/08	08/09	09/10	10/11	11/12	12/13	Total
E&P (PA&ED)	318							318
PS&E	346							346
R/W	551							551
CON	1,289	10,682						11,971
Vehicle Purchase								0
Other								0
TOTAL	2,504	10,682	0	0	0	0	0	13,186

Funding Source: FTA 5309								
Component	Prior	07/08	08/09	09/10	10/11	11/12	12/13	Total
E&P (PA&ED)								0
PS&E	2,656							2,656
R/W	1,199							1,199
CON	1,535	3,393						4,928
Vehicle Purchase								0
Other								0
TOTAL	5,390	3,393	0	0	0	0	0	8,783

12. C8

**Public Transportation Modernization, Improvement, and Service Enhancement Account
Total Project Cost and Funding Plan
FY 2009**

Shaded fields are automatically calculated. Please do not fill these fields.

Funding Source: FTA 5307								
Component	Prior	07/08	08/09	09/10	10/11	11/12	12/13	Total
E&P (PA&ED)								0
PS&E								0
R/W	1,005							1,005
CON								0
Vehicle Purchase								0
Other								0
TOTAL	1,005	0	0	0	0	0	0	1,005
Funding Source: FTA 5340								
Component	Prior	07/08	08/09	09/10	10/11	11/12	12/13	Total
E&P (PA&ED)								0
PS&E								0
R/W								0
CON	1,369	752	752					2,873
Vehicle Purchase								0
Other								0
TOTAL	1,369	752	752	0	0	0	0	2,873
Funding Source: STA								
Component	Prior	07/08	08/09	09/10	10/11	11/12	12/13	Total
E&P (PA&ED)								0
PS&E								0
R/W								0
CON	1,049	2,271	2,115	2,200				7,635
Vehicle Purchase								0
Other								0
TOTAL	1,049	2,271	2,115	2,200	0	0	0	7,635

12.c9

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: October 24, 2008

TO: Board of Directors

FROM: Dene Bustichi, Vice Chair
Angela Aitken, Finance Manager
Ciro Aguirre, Manager of Operations

SUBJECT: CONSIDERATION OF RECEIPT OF INFORMATION FROM THE ANNUAL MEETING OF THE AMERICAN PUBLIC TRANSPORTATION ASSOCIATION (APTA) OCTOBER 4-9, 2008

I. RECOMMENDED ACTION

That the Board of Directors accept and file information from the Annual Meeting of the American Public Transportation Association (APTA) October 4-9, 2008.

II. SUMMARY OF ISSUES

- The American Public Transportation Association (APTA) held the 2008 Annual Meeting from October 4-9, 2008 in San Diego, California.
- Board Director Dene Bustichi, Finance Manager Angela Aitken and Manager of Operations Ciro Aguirre attended the APTA Annual Meeting representing Santa Cruz METRO.
- As a part of the APTA Annual Meeting a number of committee meetings were held that we participated in.
- We attended and participated in the Legislative Committee, the Financial Management Committee, the Bus Operations Committee, the Small Operations Committee, and the General Membership sessions and forums that were held as a part of the Annual Meeting.
- We attended conference sessions addressing: surface transportation authorization and how the economy is affecting all levels of funding and service. There were sessions on committing to sustainability, best practices for small operators related to technologies, alternative fuels, the changing workforce and leadership over the next 5-8 years and innovative marketing strategies. Security was a prevalent subject as well as the development of public/private partnerships; and issues related to "green" technology and global warming.
- Additionally we attended a tour and demonstration of the MTS Vehicle Command & Control prototype

III. DISCUSSION

The American Public Transportation Association (APTA) held the 2008 Annual Meeting from October 4-9, 2008 in San Diego, California. Board Director Dene Bustichi, Finance Manager Angela Aitken and Manager of Operations Ciro Aguirre attended the APTA Annual Meeting representing Santa Cruz METRO.

During the APTA Annual Meeting we attended, and participated in: the Legislative Committee, the Financial Management Committee, the Bus Operations Committee, the Small Operations Committee, and the General Membership sessions and forums that were held as a part of the Annual Meeting.

We attended conference sessions addressing: surface transportation authorization and how the economy is affecting all levels of funding and service. There were sessions on committing to sustainability, best practices for small operators related to technologies, alternative fuels, the changing workforce and leadership over the next 5-8 years along with innovative marketing strategies. Security was a prevalent subject as well as the development of public/private partnerships, and issues related to "green" technology and global warming.

Additionally, we attended a tour and demonstration of the MTS Vehicle Command & Control prototype being tested by Magtec Fleet Control and the Federal Transportation Administration (FTA). This network-based technology application, GPS enabled, wireless modem allows information to be accessed from any fixed or web enabled device. The system provides state of the art security by allowing the vehicle to be shut down remotely through gradual speed reduction; if the need arises due to hostage situations or commandeering of the vehicle. All vehicle functions with the exception of the accelerator are available to the driver. The end result is for the vehicle to be disabled and facilitation of passenger egress and law enforcement ingress to the vehicle.

As this was our first time going to the Annual APTA Meetings as well as the Expo, we found the program content and topics at the 2008 APTA Annual Meeting to be educational, relevant, and well presented. The Expo proved to be a wealth of information and ideas for us as managers to look forward to improve our system through processes, technology, and idea sharing with multiple organizations and vendors we had contact with. Santa Cruz Metro is not the only community experiencing transportation financing, technology, security and productivity challenges, as was shared by others with similar situations. The networking achieved allowed for extensive contacts with other professionals in transportation to be established with promising results.

IV. FINANCIAL CONSIDERATIONS

Funds for the Board Director, Finance Manager and Manager of Operations to attend the Annual Meeting of the American Public Transportation Association (APTA) were provided for in the FY08 Operating Budget.

V. ATTACHMENTS

None

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT



DATE: October 24, 2008

TO: Board of Directors

FROM: Ciro F. Aguirre, Manager of Operations

**SUBJECT: CONSIDERATION OF CONNECTION OPTIONS BETWEEN
ROUTE 35 AND ROUTE 71.**

I. RECOMMENDED ACTION

Staff recommends the Board consider the options provided and make no changes at this time.

II. SUMMARY OF ISSUES

- On September 12, 2008 the Board of Directors was apprised of the findings of a Customer Complaint Investigation.
- The Board directed Staff to come back with service options to resolve issues regarding the 5:43 AM inbound Route 35.
- The 5:43 AM inbound trip of Route 35 was monitored for eleven days between September 4 and September 18, 2008.
- The connection to Highway 17 was made every time and the connection to the Route 71 was made only once in eleven days.
- Staff has presented five options for Board consideration.
- Staff recommends that the Board make no changes in relation to this issue.

III. DISCUSSION

A. Background: Route 35

The 5:43 AM inbound trip of Route 35 originally departed at 6:00 AM. At that time customers wishing to catch the Route 71 would catch the 6:45 AM outbound trip. In June of 2005 the first Route 35 trip was moved from 6:00 AM to 5:53 AM to strengthen the connection to the Highway 17 bus leaving Scotts Valley at 6:25 am. In September of 2007 that Highway 17 trip was moved earlier by ten minutes in an overall effort to facilitate a connections with the new Baby Bullet service offered by CalTrain. In December 2007 the 5:43 AM Route 35 was again moved earlier to 5:43 AM to restore the connection that was lost when the Highway 17 trip was moved earlier by ten minutes. It apparently was this change that enabled the first inbound Route 35 to occasionally connect with the 6:10 AM outbound Route 71 at Ocean and Water.



14.1



B. Background: Route 71

Prior to the June 1998 bid METRO had received comments from both customers and Bus Operators that the 6:15 AM Route 71 was not making a connection with the 6:25 AM Highway 17 bus at the Soquel Park and Ride. In June 1998 the 6:15 AM outbound Route 71 was moved earlier to 6:10 AM to facilitate the connection and has remained in place even though the Highway 17 now departs from Pacific Station at 6:20 AM. The nearest departure from the Soquel Park and Ride lot is at 6:35 AM.

C. Current Review

On September 12, 2008 Staff apprised the Board of Directors of the findings of a Customer Complaint Investigation. The Board directed Staff to come back with service options and what the costs would be to resolve the connectivity issues with the first inbound Route 35 (departing at 5:43 AM) and Route 71.

The 5:43 AM inbound trip of Route 35 was monitored for nineteen days between September 4 and September 30, 2008. The connection to the Highway 17 was made every time. However, the connection to the 6:10 AM outbound trip of Route 71 was made only twice in nineteen days.

D. Options

1. It appears that at least ten minutes is needed to insure a connection at Ocean and Water between the Route 71 and the Route 35. One option would be to have the Route 71 leave at 6:20 AM to insure a connection with the Route 35 at Ocean and Water Street. Staff surveyed customers on the 6:10 AM Route 71 on Monday, September 22, 2008 asking whether they would be negatively affected if the trip left five minutes later and/or ten minutes later. Only ten customers responded and it was split evenly as to whether there would be a negative impact. Although staff did not have an opportunity to run a detailed analysis of any options it appears the cost would be approximately \$1,500 annually.
2. The first Route 35 trip could be moved earlier by 10 minutes making it a 5:33 AM departure. This would make it nearly an hour between the first trip and the second trip of the Route 35. The cost to move this trip would be approximately \$3,000 annually.
3. No changes to be made, schedules remain as designed. Monitoring of the route 35 from September 4, through September 30, 2008 has indicated that connections to the Highway 17 bus are being made consistently, but connections at the Ocean and Water stop have been made only twice, during this time period. The two reported connections made at Ocean and Water are attributed to two route 71 buses departing late from the Pacific Station Center.



14.2



4. Add a new trip for Route 35. The estimated cost for this is \$17,500 annually. Staff does not recommend this option because of cost and other pressing service needs in the County (see Attachment B). In FY 2008 the 5:43 AM inbound Route 35 averaged 15.1 passengers. The subsequent 6:30 AM trip averaged 29.3 passengers. A new trip in between would take riders from both trips. In the case of the 5:43 AM staff anticipates ridership would likely be reduced to single digits because this trip originally had a 6:00 AM departure that was moved earlier to facilitate transfers to the Highway 17. The field survey showed about five passengers making the connection to the Highway 17.

5. Add a new trip of Route 71. The estimated cost for this new trip is \$27,000 annually. The 6:10 AM 71 averaged 20.9 passengers in FY 2008, and the 6:45 AM averaged 24.8 in FY 2008. Again, adding a bus in between these two trips would likely take passengers from both trips making for less than half full buses. Given the significant needs in other parts of the County, staff does not recommend this option.

This service issue was presented at the Service Planning Advisory Committee (SPARC) for further review. Committee members did not recommend altering the schedules for the following reasons:

- Times for the Route 35 have been previously adjusted to an earlier time frame in order to accommodate connections to Highway 17 service.
- The stop at Ocean and Water was never intended as a connection time point for these trips of the Route 35 and Route 71.
- Review of complaint does not support changes at additional costs to METRO since the earliest Route 35 arriving at the Pacific Station Center at 6:33 AM will allow for complainant to board the Route 71 departing at 6:45 AM to reach their destination at 7:25 AM, thirty-five (35) minutes before their scheduled work time.
- Issues of overcrowding and large number of school children using the system were not taken into consideration.
- The return trip issues stated in the complaint were attributed to traffic, construction, and peak commute period issues out of METRO's control.

IV. FINANCIAL CONSIDERATIONS

There is no financial consideration pending Board direction to Staff.

V. ATTACHMENTS

Attachment A - Route 35 Connection Log

Attachment B - Top Ten Service Needs



14.3

Results of Route 35 Monitoring Effort

Date	Arrival in Scotts Valley for connection to Hwy 17	Connection Made?	Arrival at Ocean & Water for connection to Route 71	Connection Made?
9/4/2008	6:15 AM	Y	6:23 AM	N
9/5/2008	6:11 AM	Y	6:21 AM	N
9/8/2008	6:13 AM	Y	6:17 AM	N
9/9/2008	6:14 AM	Y	6:21 AM	N
9/10/2008	6:14 AM	Y	6:23 AM	N
9/11/2008	6:13 AM	Y	6:22 AM	N
9/12/2008	6:09 AM	Y	6:16 AM	Y
9/15/2008	6:14 AM	Y	6:19 AM	N
9/16/2008	6:15 AM	Y	6:24 AM	N
9/17/2008	6:12 AM	Y	6:19 AM	Y
9/18/2008	6:13 AM	Y	6:23 AM	N
9/19/2008	6:14 AM	Y	6:24 AM	N
9/22/2008	6:14 AM	Y	6:23 AM	N
9/23/2008	6:14 AM	Y	6:22 AM	N
9/24/2008	6:14 AM	Y	6:23 AM	N
9/25/2008	6:14 AM	Y	6:24 AM	N
9/26/2008	6:14 AM	Y	6:23 AM	N
9/29/2008	6:11 AM	Y	6:19 AM	N
9/30/2008	6:11 AM	Y	6:19 AM	N

Top Ten Service Needs as of October 2008



Critical Needs (Passengers passed-by without intervention)		
1	Highway 17	Add more service on weekdays and weekends due to continual overloads on many weekday and weekend trips. METRO currently inserts extra trips to handle overloads.
2	15 & 16	Need more school term trips due to overloads and pass-bys. Especially in the evenings
Serious Needs (Routes with many trips having full-seated loads with standees)		
3	10	Needs more school-term service due to overloads and pass-bys.
4	71	We are seeing very high ridership in the non-peak periods where there are only two trips per hour. Route 71 needs to run four times an hour from 7:00 AM through 6:00 PM. Currently this route runs four times an hour westbound in the morning peak and in both directions between 2:00 PM and 6:00 PM.
5	69A	Add half-hour service on weekdays due to significant loads in both directions on weekdays.
6	69W	Add half-hour service on weekdays due to significant loads in both directions on weekdays.
7	4	Up 34% YTD. Needs half-hour service.
New Service Needs		
8	All Routes Expanded Running Times (System Recalibration)	
9	More Local Watsonville Service to help with intra-city circulation.	
10	More Express Services	



14.61

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: October 24, 2008

TO: Board of Directors

FROM: Ciro F. Aguirre, Manager of Operations

SUBJECT: CONSIDERATION OF REQUEST TO OPERATE THE HOMELESS SHELTER SHUTTLE

I. RECOMMENDED ACTION

It is recommended that the Board of Directors authorize the General Manager to execute a contract with the Santa Cruz Homeless Services Center for the operation of the Homeless/Armory Shuttle from November 15, 2008 through April 15, 2009 contingent on available funding for the duration of the service and the statement by the Homeless Services Center is a Qualified Human Services Organization under the FTA regulations.

II. SUMMARY OF ISSUES

- Since 2001, METRO has operated a shuttle service to the Santa Cruz National Guard Armory from the Homeless Shelter.
- Communication initiated on October 1, 2008 with Mr. Ken Cole, Executive Director of the Homeless Services Shelter expressed the need to resume daily service starting November 15, 2008 through April 15, 2009 (tentative).
- Service would be for two (2) AM trips and two (2) PM trips four (4) hours per day, seven (7) days per week excluding the following holidays; Thanksgiving, Christmas, and New Years Day.
- As in prior years, the service would operate contingent on sufficient funding being obtained by the Homeless Services Shelter.
- The Transit District (METRO) is prohibited from operating charter service under federal regulations and the District's enabling legislation. This service will be operated open door, require that the customers pay a fare, be advertised in Headways and available to the general public. The Homeless Services Center has stated that they are a Qualified Human Services Organization under the FTA regulations.
- The anticipated costs to operation the service is \$52,688.

III. DISCUSSION

Since 2001, METRO has been providing a bus route from the Metro Center to the Homeless Shelter on Coral Street ending at the Santa Cruz National Guard Armory in DeLaVeaga Park. This route operates on a daily basis from November through April each year.

Mr. Ken Cole, Executive Director of the Homeless Services Shelter has indicated a desire to operate the route again this year. The anticipated dates for the service are from November 15, 2008 through April 15, 2009.

Earlier this year, the Federal Transit Administration issued new regulations that more tightly define the operation of bus charters and specifically exclude many of these types of services. At the time the regulation was issued, METRO was advised that this service could operate if the Homeless Services Shelter could be certified as a Qualified Human Services Organization. Attachment B is an email from Ken Cole that states the Homeless Services Center is a Qualified Human Service Organization. The service would operate open door, require that the customers pay a fare, and the route would be advertised in Headways and available for patronage by the general public.

Service would consist of four (4) hours per day, seven (7) days per week (excluding Thanksgiving Day (Thursday, November 27, 2008), Christmas Day (Thursday, December 25, 2008), and New Years Day (Thursday, January 01, 2009)).

The provision of this service would be contingent on sufficient funding being obtained by the Homeless Services Center and their statement that they are a Qualified Human Services Organization. Should the funding not be adequate, service may be suspended prior to the scheduled termination date of April 15, 2009.

- Dates of Operation: November 15, 2008 through April 15, 2009
- Days of Operation: 148
- Hours of Operation: 592 hours, Four (4) hours per day, two (2) AM trips and two (2) PM trips, seven (7) days per week.
- Costs: The Transit District operating cost is calculated at \$89.00 per revenue hour. This is inclusive of fuel, insurance, operator wage, benefits and overtime rate. This service would need to be operated as a biddable tripper, since it would not conform to the

established bid structure. Total cost is estimated at \$52,688 based on present cost of operation.

- Ridership/Revenue 151 riders per day, with revenue projected to be \$33,525. The resulting deficit of \$19,163 is to be provided by the Homeless Services Center.

IV. FINANCIAL CONSIDERATIONS

The total cost to perform the service is estimated at \$52,688. Any fares collected would reduce the subsidy required by the Homeless Services Center.

V. ATTACHMENTS

Attachment A: Estimated Costs Sheet

Attachment B: Email from Homeless Services Center

ATTACHMENT A

2008/2009 Estimated Costs November 15, 2008 – April 15, 2009

Projected Ridership	22,350
Fare per Rider	\$ 1.50
Total Projected Fares	\$33,525.00

Total Projected Revenue	\$33,525.00
-------------------------	-------------

Cost of Service

Total Number of Days	*151	* April 15 = 2 hours and Nov. 15 = 2 Hours combined = 1 day (included)
----------------------	------	---

Holidays Excluded:
Thanksgiving, November 22, 2007
Christmas, December 25, 2007
New Years, January 1, 2008

Total Days Excluded	3
---------------------	---

Total Days of Service	148
-----------------------	-----

Number of hour of Service	*592	* 148 days x 4 hrs = 592 hrs.
Hourly Cost	*\$ 89.00	* 7% increase over last year
Route Cost	*\$52,688.00	* 592 x \$89.00 = \$52,688. Approximately 7% increase over last Year.

Cost per Day of Service	\$ 356.00/day
-------------------------	---------------

Total Cost	\$52,688.00
Projected Revenue	<u>-\$33,525.00</u>
Projected Deficit	\$19,163.00

(Homeless Shelter to subsidize)

15.a1

Mark J. Dorfman

From: Ken Cole [kcole@scshelter.org]
Sent: Friday, October 17, 2008 11:38 AM
To: mdorfman@scmttd.com
Subject: RE: FTA Bus Charter Regulations / Confirmation of Qualified Human Service Organization

Hi Mark,

I have review the materials you sent me. The Homeless Services Center receives funding both directly and indirectly from programs listed in Appendix A, including Food Stamp, Employment and Training Program (FSET), the Department of Housing and Urban Development (HUD) and the Community Development Block Grant program (CDBG). We are a Qualified Human Service Organization and are not required to register on the FTA Web site

Please let me know if you need any further information on this matter.

Sincerely,

Ken Cole
HSC Executive Director
kcole@scshelter.org
(831) 458-6020 x2103

From: Mark J. Dorfman [mailto:mdorfman@scmttd.com]
Sent: Thursday, October 16, 2008 11:36 AM
To: kcole@scshelter.org
Subject: FTA Bus Charter Regulations / Confirmation of Qualified Human Service Organization

Hi Ken --

I have enclosed the sections of the Federal Transit Administration Charter Bus Regulation that apply in this instance. I have highlighted the sections in yellow. If you qualify, or can be qualified, please confirm this back to me so that I can provide this information to the Board in the staff report.

Shown below is that information that was provided to the Board of Directors in June relating to the Armory Shuttle.

“The Homeless Shuttle is currently operated through a subsidy, and may be able to continue if the Santa Cruz Homeless Center can become certified as a Qualified Human Service Organization. If this is not possible, METRO may not be able to operate this service unless METRO fully funds its operation.”

Thanks for reviewing this and getting back to me.

Mark Dorfman
Assistant General Manager
Santa Cruz METRO
370 Encinal Street
Suite 100
Santa Cruz, CA 95060

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: October 24, 2008
TO: Board of Directors
FROM: Leslie R. White, General Manager
SUBJECT: CONSIDERATION OF IMPACTS ON METRO FROM THE CALIFORNIA STATE BUDGET.

I. RECOMMENDED ACTION

That the Board of Directors consider the potential financial impacts on METRO of the California State Budget.

II. SUMMARY OF ISSUES

- The FY 2009 California State Budget was enacted into law 85 days late as a result of the current economic conditions and the difficulty in balancing the proposed expenditures with revenues.
- Included in the FY 2009 that was adopted by the State Legislature and signed by the Governor was the diversion of \$1.667 billion in funds that were supposed to go into the State Public Transportation Account and placed those funds into the State General Fund.
- In FY 2008 the State Legislature and the Governor of California diverted \$1259 billion in funds that were supposed to go into the State Public Transportation Account and placed those funds into the State General Fund.
- The Public Transportation Account provides funding to the State Transit Assistance program which provides funding for the METRO Capital Budget.
- The result of the actions of the California State Legislature and the Governor is the loss of approximately \$6 million in capital funds to METRO over the past two fiscal years.
- The funds that were diverted from METRO by the State would have funded replacement vans for ParaCruz and expansion buses for Highway 17.
- In April 2008 the third quarter payment of approximately \$400,000 to METRO, representing the residual STA funds that had not been diverted, was due. The State failed to make the payment.
- In July 2008 the fourth quarter payment of approximately \$332,000 to METRO, representing the residual STA funds that had not been diverted, was due. The State failed to make the payment.

16.1

- In August 2008 the AB 3090 reimbursement of \$6,363,000 from the State for funds that METRO had advanced for the construction of the MetroBase Maintenance Building was due. The State failed to make the payment.
- In October 2008, the first quarter payment of approximately \$510,000 to METRO, representing the residual STA funds that had not been diverted, was due. The State failed to make the payment.
- Currently, approximately \$5.2 million in funds from the State to reimburse METRO for the payment for thirteen (13) new buses that are being delivered is due. Thus far, that State has failed to make the payments.
- The lack of payment of funds to reimburse METRO for expenditures that have already been made has resulted in a severe cash shortage that is having a negative effect on the ability of METRO to proceed with the 110 Vernon Street Facility renovations, the second phase of the MetroBase Maintenance building, the MetroBase Operations Building, and the land acquisition for the Pacific Station Project.
- The prospects for improvement from the State do not appear positive as the FY 2009 State budget is \$1.1 billion out of balance after the third quarter and the Governor has indicated that a Proposition 58 Extraordinary Session will be probably need to be held.
- Staff will continue to keep the Board informed of events with respect to state funding as they unfold.

III. DISCUSSION

The FY 2009 California State Budget was enacted into law 85 days late as a result of the current economic conditions and the difficulty in balancing the proposed expenditures with revenues. Included in the FY 2009 that was adopted by the State Legislature and signed by the Governor was the diversion of \$1.667 billion in funds that were supposed to go into the State Public Transportation Account and placed those funds into the State General Fund. In FY 2008 the State Legislature and the Governor of California diverted \$1259 billion in funds that were supposed to go into the State Public Transportation Account and placed those funds into the State General Fund. The Public Transportation Account provides funding to the State Transit Assistance program which provides funding for the METRO Capital Budget. The result of the actions of the California State Legislature and the Governor is the loss of approximately \$6 million in capital funds to METRO over the past two fiscal years. The funds that were diverted from METRO by the State would have funded replacement vans for ParaCruz and expansion buses for Highway 17.

In April 2008 the third quarter payment of approximately \$400,000 to METRO, representing the residual STA funds that had not been diverted, was due. The State failed to make the payment. In July 2008 the fourth quarter payment of approximately \$332,000 to METRO, representing the residual STA funds that had not been diverted, was due. The State failed to make the payment. In August 2008 the AB 3090 reimbursement of \$6,363,000 from the State for funds that METRO

had advanced for the construction of the MetroBase Maintenance Building was due. The State failed to make the payment. In October 2008, the first quarter payment of approximately \$510,000 to METRO, representing the residual STA funds that had not been diverted, was due. The State failed to make the payment. Currently, approximately \$5.2 million in funds from the State to reimburse METRO for the payment for thirteen (13) new buses that are being delivered is due. Thus far, that State has failed to make the payments.

The lack of payment of funds to reimburse METRO for expenditures that have already been made has resulted in a severe cash shortage that is having a negative effect on the ability of METRO to proceed with the 110 Vernon Street Facility renovations, the second phase of the MetroBase Maintenance building, the MetroBase Operations Building, and the land acquisition for the Pacific Station Project.

The prospects for improvement from the State do not appear positive as the FY 2009 State budget is \$1.1 billion out of balance after the third quarter and the Governor has indicated that a Proposition 58 Extraordinary Session will be probably need to be held. Staff will continue to keep the Board informed of events with respect to state funding as they unfold.

IV. FINANCIAL CONSIDERATIONS

The lack of reimbursement by the State of California has resulted in a severe negative impact on the cash reserves at METRO and is impeding progress on construction projects, which will result in increased future costs.

V. ATTACHMENTS

None

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: October 24, 2008

TO: Board of Directors

FROM: Leslie R. White, General Manager

SUBJECT: CONSIDERATION OF SUPPORTING THE ACTIONS NECESSARY FOR THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION TO OBTAIN APPROVAL OF AND FUNDING FOR THE CONSTRUCTION OF THE ADDITION OF HIGH OCCUPANCY VEHICLE LANES ON HIGHWAY 1 FROM SANTA CRUZ TO WATSONVILLE.

I. RECOMMENDED ACTION

That the Board of Directors support the actions of the Santa Cruz County Regional Transportation Commission in pursuing and obtaining approval of funding for the construction of High Occupancy Vehicle Lanes on Highway 1 from Santa Cruz to Watsonville.

II. SUMMARY OF ISSUES

- The Santa Cruz County Regional Transportation Commission (SCCRTC) has been involved in developing a Project Approval/Environmental Document (PA/ED) for the addition of High Occupancy Vehicle Lanes on Highway 1 from Santa Cruz to Watsonville.
- The SCCRTC has identified the additional of the HOV lanes on Highway 1 from Santa Cruz to Watsonville as the highest priority transportation project in Santa Cruz County.
- Currently METRO routes that use Highway 1 for portions of their travel are experiencing increasing congestion that has resulted in a loss of service reliability.
- The current studies conducted by the SCCRTC indicated that travel times for METRO routes using the Highway 1 corridor would experience a 30% improvement in travel time through the construction of the HOV lanes.
- The current studies use various design alternatives to evaluate potential project impacts. The designs that include the installation of transit features such as signal priorities, flyer stops, and park and ride facilities have a significant impact and result in a projected increase in transit ridership in the corridor of approximately forty (40) percent.

17.1

- The improvement of travel times on the Highway 1 corridor is projected to provide traffic and congestion relief on the parallel Soquel corridor and adjacent local streets and roads thereby improving transit speed and efficiency for local routed bus service.
- The SCCRTC staff has been providing information to Santa Cruz residents regarding the Highway 1 HOV Project through a series of presentations. On September 26, 2008 the SCCRTC staff members outlined the current status of the Highway 1 HOV Project for the Board of Directors.
- After the September 26, 2008 presentation the Board of Directors instructed METRO staff to prepare a recommendation regarding METRO taking a formal position in support of the SCCRTC actions in developing and obtaining funding for the installation of HOV lanes on Highway 1 from Santa Cruz to Watsonville.
- After reviewing the potential benefits to the operation of fixed route and paratransit bus service of the additional of HOV lanes on Highway 1, staff recommends that the Board of Directors formally support the actions being taking by the SCCRTC to develop and obtain funding for the installation of HOV lanes on Highway 1 from Santa Cruz to Watsonville.

III. DISCUSSION

The Santa Cruz County Regional Transportation Commission (SCCRTC) has been involved in developing a Project Approval/Environmental Document (PA/ED) for the addition of High Occupancy Vehicle Lanes on Highway 1 from Santa Cruz to Watsonville. The SCCRTC has identified the additional of the HOV lanes on Highway 1 from Santa Cruz to Watsonville as the highest priority transportation project in Santa Cruz County.

Currently METRO routes that use Highway 1 for portions of their travel are experiencing increasing congestion that has resulted in a loss of service reliability. The current studies conducted by the SCCRTC indicated that travel times for METRO routes using the Highway 1 corridor would experience a 30% improvement in travel time through the construction of the HOV lanes. The current studies use various design alternatives to evaluate potential project impacts. The designs that include the installation of transit features such as signal priorities, flyer stops, and park and ride facilities have a significant impact and result in a projected increase in transit ridership in the corridor of approximately forty (40) percent. The improvement of travel times on the Highway 1 corridor is projected to provide traffic and congestion relief on the parallel Soquel corridor and adjacent local streets and roads thereby improving transit speed and efficiency for local routed bus service.

The SCCRTC staff has been providing information to Santa Cruz residents regarding the Highway 1 HOV Project through a series of presentations. On September 26, 2008 the SCCRTC staff members outlined the current status of the Highway 1 HOV Project for the Board of Directors. After the September 26, 2008 presentation the Board of Directors instructed METRO

staff to prepare a recommendation regarding METRO taking a formal position in support of the SCCRTC actions in developing and obtaining funding for the installation of HOV lanes on Highway 1 from Santa Cruz to Watsonville.

After reviewing the potential benefits to the operation of fixed route and paratransit bus service of the additional of HOV lanes on Highway 1, staff recommends that the Board of Directors formally support the actions being taking by the SCCRTC to develop and obtain funding for the installation of HOV lanes on Highway 1 from Santa Cruz to Watsonville.

IV. FINANCIAL CONSIDERATIONS

The implementation of HOV lanes on Highway 1 from Santa Cruz to Watsonville would improve operating speeds and travel times for the bus and paratransit service by approximately 30% and would increase ridership in the corridor by approximately 40% thus providing substantial financial benefits to METRO in that service in the corridor could be increased without incurring additional operating costs.

V. ATTACHMENTS

Attachment A: Selected slides from the SCCRTC Presentation-September 26, 2008.

Highway 1 HOV Lanes Project



Purpose of the Project

- Reduce Congestion
 - Reduce “Cut-through” Traffic on Local Streets
- Encourage use of transit, carpooling and alternative transportation modes as means to increase capacity
 - Provide Incentives to Increase Transit Use and Ridesharing
- Improve Safety

WHY THIS PROJECT IS PROPOSED



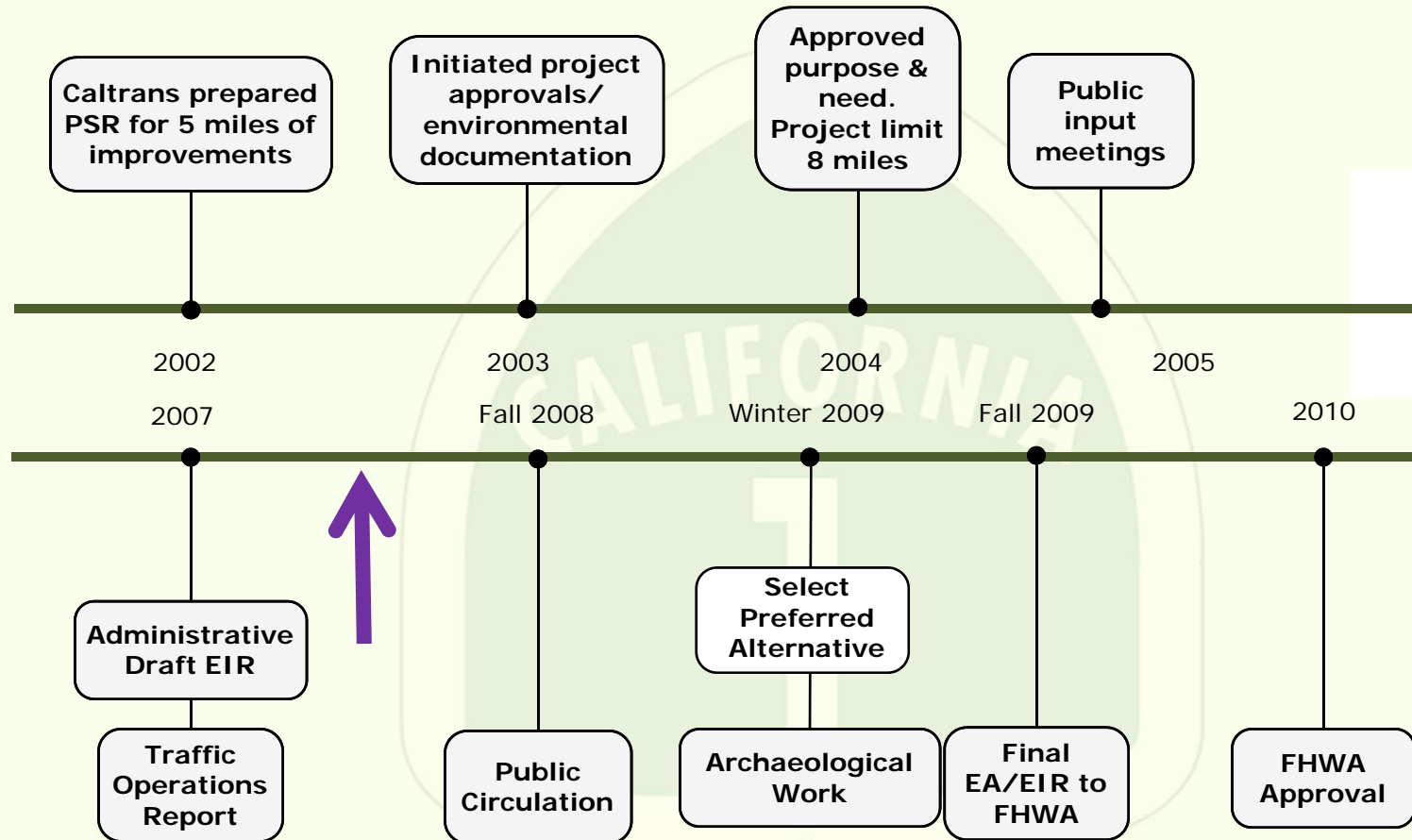
Existing and Anticipated Needs to be Addressed:

- Improve Operations – Peak period congestion currently extends up to 8 hours on weekdays
- Reduce Delay for Commuters, Commerce, and Emergency Vehicles
- **Provide Incentives to Increase Transit Use and Ridesharing**
- Reduce Congestion-related Accidents
- Reduce “Cut-through” Traffic on Local Streets

Highway 1 HOV Lane Project Timeline



Construction date depends on availability of funding.
Project schedule is subject to change.



PROJECT DESCRIPTION



Proposed Improvements

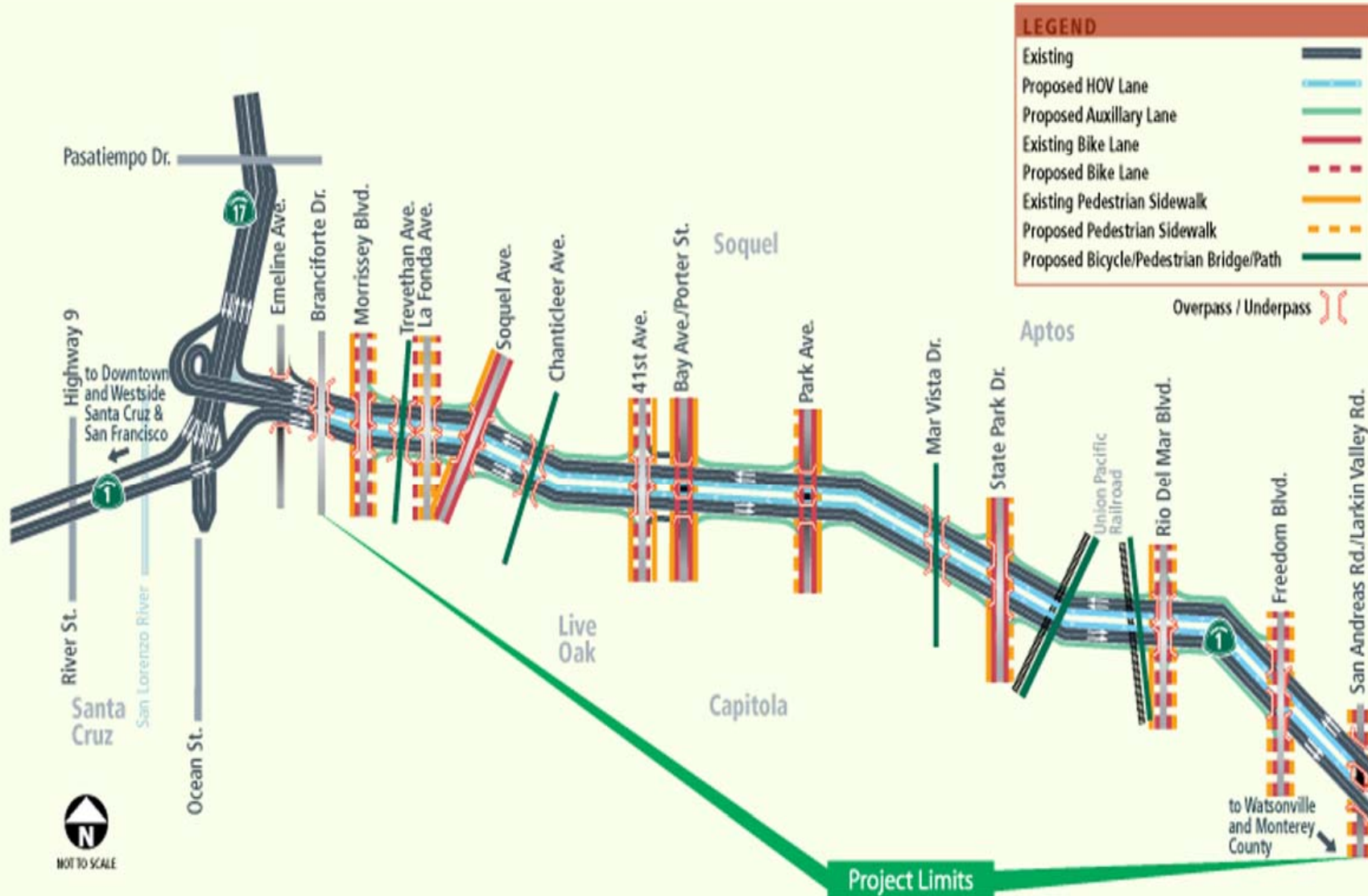
- Modify ramps and include metering, HOV bypass, & auxiliary lanes
- Three new bicycle/pedestrian overcrossings
- Soundwalls
- Provide Traffic Operations Systems (TOS) equipment (e.g. electronic Changeable Message Sign, cc TV cameras)

Unique

- Add High Occupancy Vehicle (HOV) lanes (bus, carpool, vanpool, emergency vehicles)



HOV BUILD ALTERNATIVE

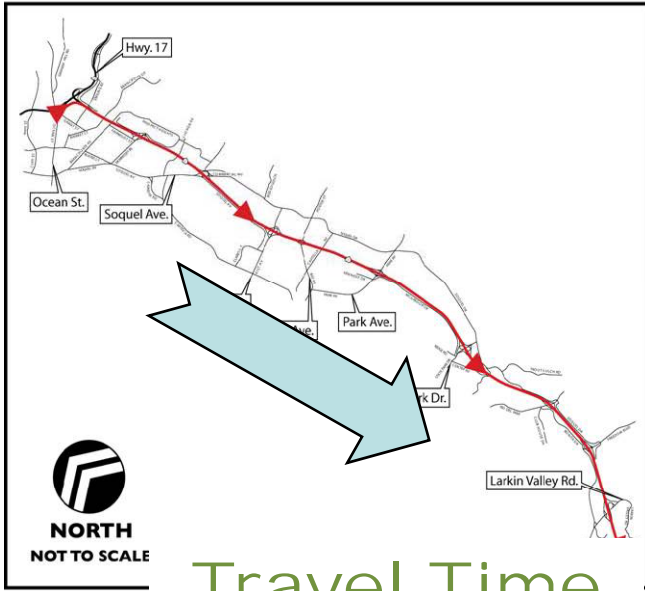


Traffic Operations Southbound PM

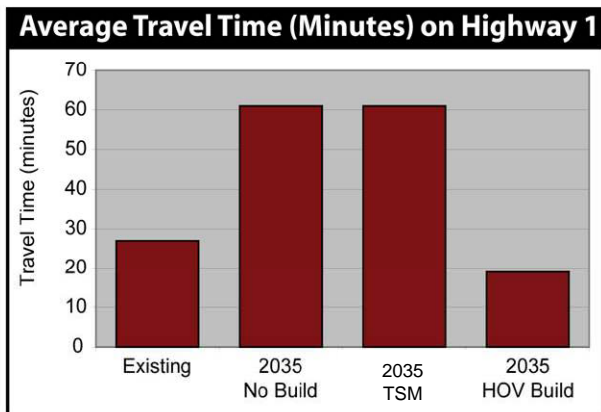
Selected Measures of Effectiveness for Existing & Future Scenarios

Highway 1 - Ocean Street to San Andreas Rd./Larkin Valley Rd. Southbound PM Peak Hour

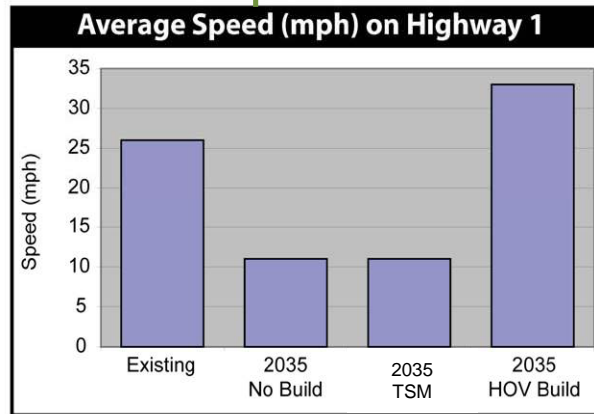
(Most Congested 60-minute period between 4:00P.M. and 7:00P.M.)



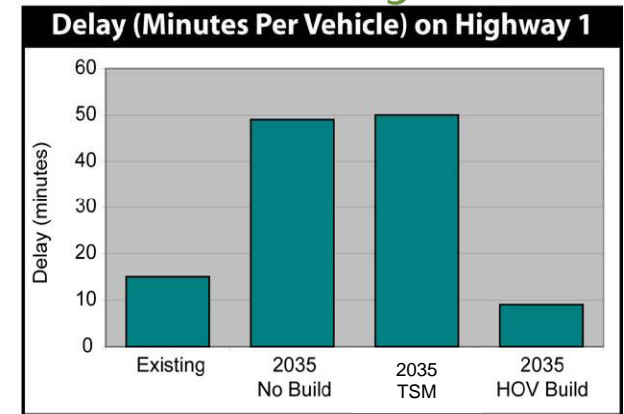
Travel Time



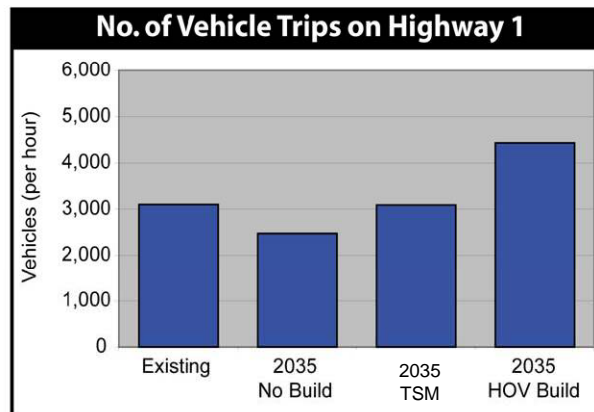
Speed



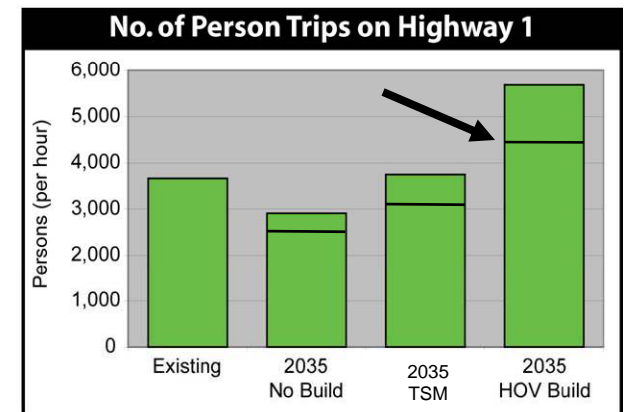
Delay



Vehicle Trips



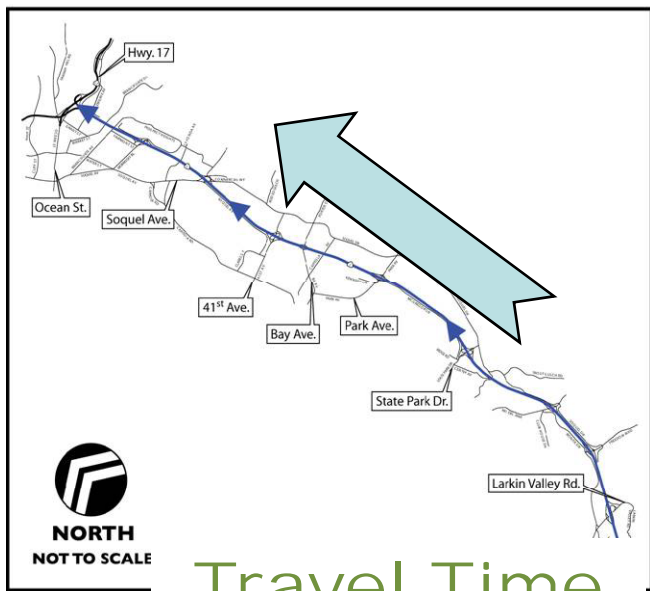
Person Trips



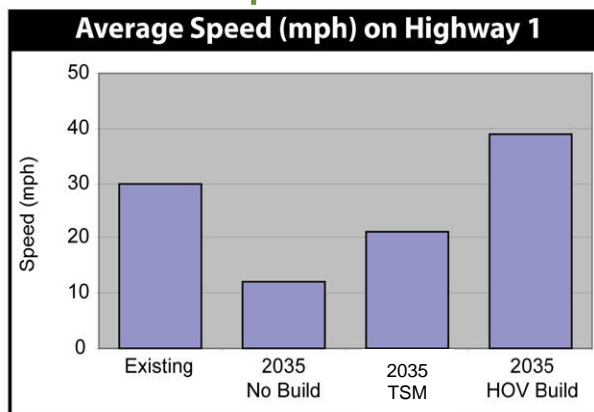
Traffic Operations Northbound AM

Selected Measures of Effectiveness for Existing & Future Scenarios

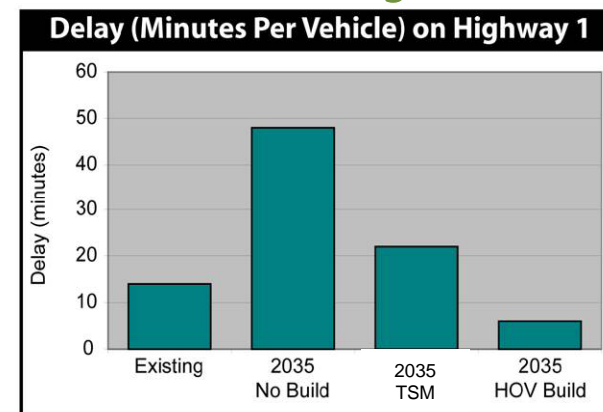
Highway 1 - Larkin Valley Rd. to Highway 17, Northbound AM Peak Hour
(Most Congested 60-minute period between 7:00A.M. and 10:00A.M.)



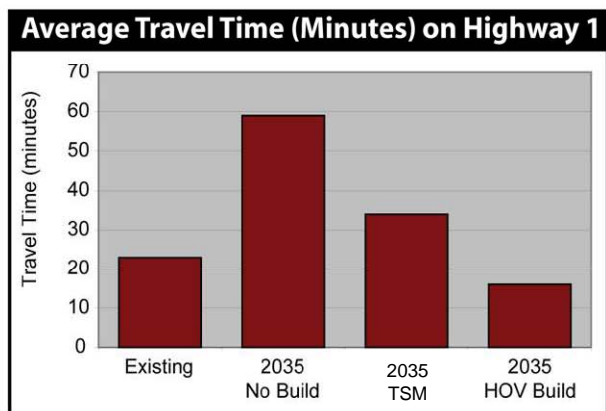
Speed



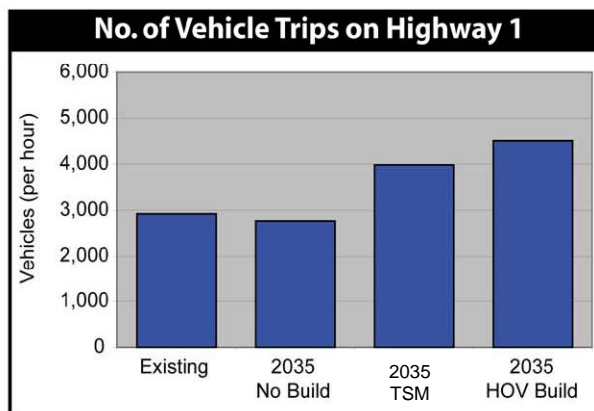
Delay



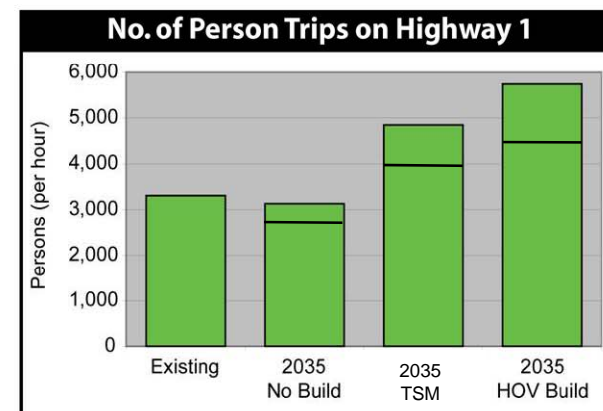
Travel Time



Vehicle Trips



Person Trips



High Occupancy Vehicle Alternative Mobility / **Transit Opportunities**



- Mainline Vehicular Movements
- *Transit Movements, Accessibility and Usage*
- Vehicular Movements at Ramp Termini (Safety)
- Pedestrian Movements
- Bicycle Movements

Transit Market Analysis – Existing and Future Demand



- Unusually High Transit Ridership Without a Dense City Center
- Dependable Travel Times More Critical Than Fare Changes
- Congestion and Delay Threaten Reliability of Existing Transit Operations and Prevent Increasing Transit Services

Transit Market Analysis – Summary of Results



- **Up to 40% more than the projected Ridership could be achieved by improving Travel Time and Wait Time (service frequency)**

Transit Market Analysis – Summary of Results



- **NONE** of this Transit Demand would be captured under the No Build or Transportation System Management alternatives

Project Summary



Proposed Improvements

- Mobility improvements along and across the corridor: Transit, Cars, Bicycles, and Pedestrians
- High Occupancy Vehicle (HOV) lanes
- Ramp modifications to include metering, HOV bypass & auxiliary lanes
- Three new bicycle/pedestrian overcrossings
- Traffic Operations Systems (TOS) equipment (e.g., Changeable Message Sign, video cameras)



Summary

- RTC works to improve all transportation
- Focused on multimodal improvements to Hwy 1
- Insufficient state and federal funds
- Hwy 1 HOV Lanes project is not funded
- Need local funding source

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: October 24, 2008

TO: Board of Directors

FROM: Leslie R. White, General Manager

SUBJECT: CONSIDERATION OF MODIFICATIONS IN METRO ORGANIZATIONAL STRUCTURE AND STAFF REPORTING TO REFLECT CHANGE IN MANAGERIAL STAFFING CONTAINED IN ADOPTED FY 2009 OPERATING BUDGET; AND RECLASSIFICATION OF THE POSITION OF FINANCE MANAGER TO REFLECT THE ASSUMPTION OF ADDITIONAL RESPONSIBILITIES.

I. RECOMMENDED ACTION

That the Board of Directors approve modifications to the organizational structure to reflect the changes in managerial staff contained in the FY 2009 Operating Budget and approve the reclassification of the Finance Manager to reflect the assumption of additional duties.

II. SUMMARY OF ISSUES

- On December 31, 2008 METRO Assistant General Manager Mark Dorfman will retire from active service.
- The position of Assistant General Manager is not funded after December 31, 2008.
- On December 31, 2008 METRO Maintenance Manager Tom Stickel will retire from active service.
- The Purchasing Function was assigned to the Maintenance Department in 1999 as a result of space and supervision constraints.
- The Transit Planner, Transit Surveyor, and Grants/Legislative Analyst currently report to the Assistant General Manager.
- With the retirement of two key Managers and the pending move to the 110 Vernon Facility it is timely to consider organizing functions and reporting responsibilities in a way that reflects both the staffing and the facilities that will be in place for the foreseeable future.
- I am recommending that the Transit Planner, the Grants/Legislative Analyst, and the Purchasing Agent be assigned to report to the Finance Manager. The Transit Surveyor would continue to report to the Transit Planner and the Senior Accounting Technician assigned to the Purchasing Function would continue to report to the Purchasing Agent.

18.1

- In light of the additional duties and responsibilities being assigned to the Finance Manager I am recommending that this position be elevated to the same salary level as the Maintenance Manager and the Operations Manager.
- I am recommending that the Board of Directors approve the change in reporting effective November 1, 2008 to allow time for the Assistant General Manager and Maintenance Manager to assist the Finance Manager with the transition.
- I am recommending that the Board of Directors approve the reclassification of the Finance Manager position effective October 30, 2008 to coincide with the beginning of the pay period. The financial impact of the proposed reclassification of the Finance Manager is approximately \$11,652 in annual salary.

III. DISCUSSION

Currently METRO is undergoing a number of changes with respect to Senior Management Staff Members. On December 31, 2008 METRO Assistant General Manager Mark Dorfman will retire from active service. The FY 2009 Budget does not contain funding for the position of Assistant General manager after December 31, 2008. Additionally, on December 31, 2008 METRO Maintenance Manager Tom Stickel will retire from active service. There are a number of individuals who report to these two Managers that I would like to reassign as a part of reorganizing activities at METRO.

The Purchasing Function was assigned to the Maintenance Department in 1999 as a result of space and supervision constraints. The Purchasing Function consists of two staff members, the Purchasing Agent and a Senior Accounting Technician.

The Transit Planner, Transit Surveyor, and Grants/Legislative Analyst currently report to the Assistant General Manager.

With the retirement of two key Managers and the pending move to the 110 Vernon Facility, it is timely to consider organizing functions and reporting responsibilities in a way that reflects both the staffing and the facilities that will be in place for the foreseeable future.

I am recommending that the Transit Planner, the Grants/Legislative Analyst, and the Purchasing Agent be assigned to report to the Finance Manager. The Transit Surveyor would continue to report to the Transit Planner and the Senior Accounting Technician assigned to the Purchasing Function would continue to report to the Purchasing Agent.

In light of the additional duties and responsibilities being assigned to the Finance Manager I am recommending that this position be elevated to the same salary level as the Maintenance Manager and the Operations Manager.

I am recommending that the Board of Directors approve the change in reporting effective November 1, 2008 to allow time for the Assistant General Manager and Maintenance Manager to assist the Finance Manager with the transition.

I am recommending that the Board of Directors approve the reclassification of the Finance Manager position effective October 30, 2008 to coincide with the beginning of the pay period. The financial impact of the proposed reclassification of the Finance Manager is approximately an additional \$11,652 in annual salary.

IV. FINANCIAL CONSIDERATIONS

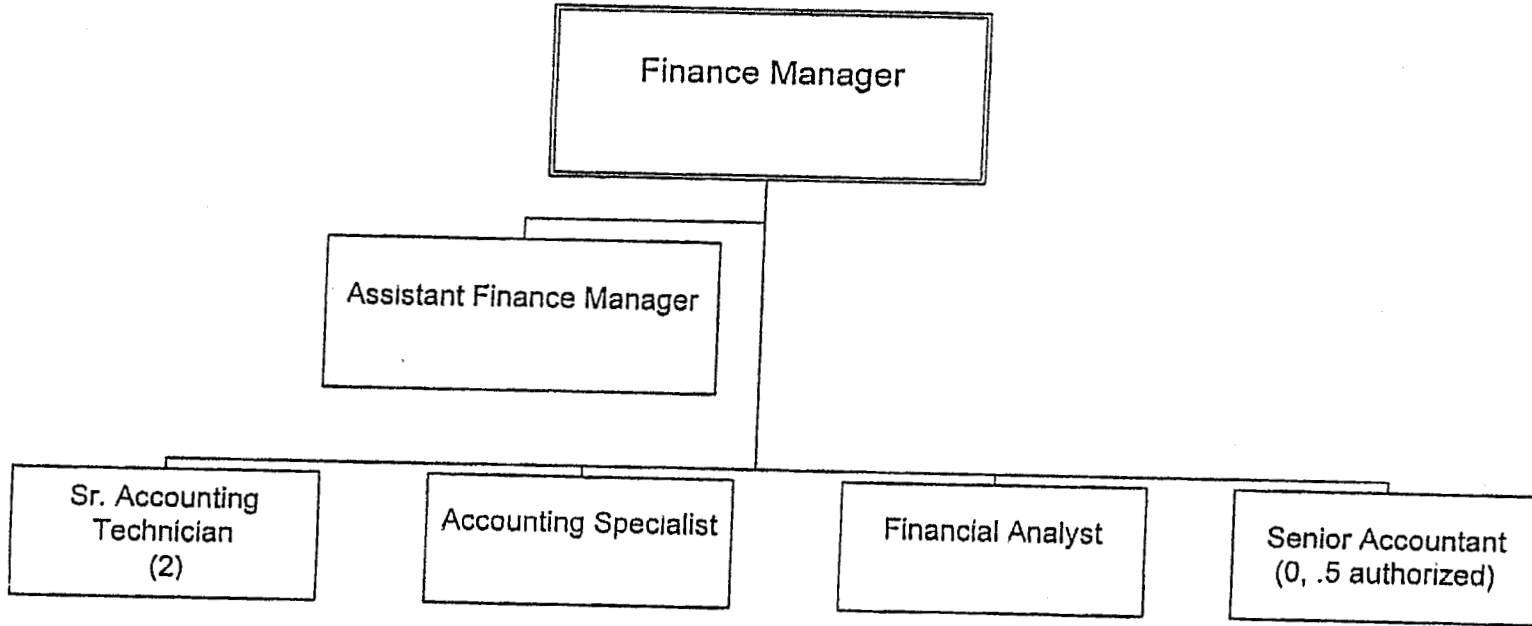
The approval of the recommendation contained in this report would result in approximately \$11,652 in additional annual salary compensation for the position of Finance Manager to compensate for the assumption of additional duties. Funds for this expense are available in the FY 2009 METRO Operating Budget.

V. ATTACHMENTS

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

CURRENT

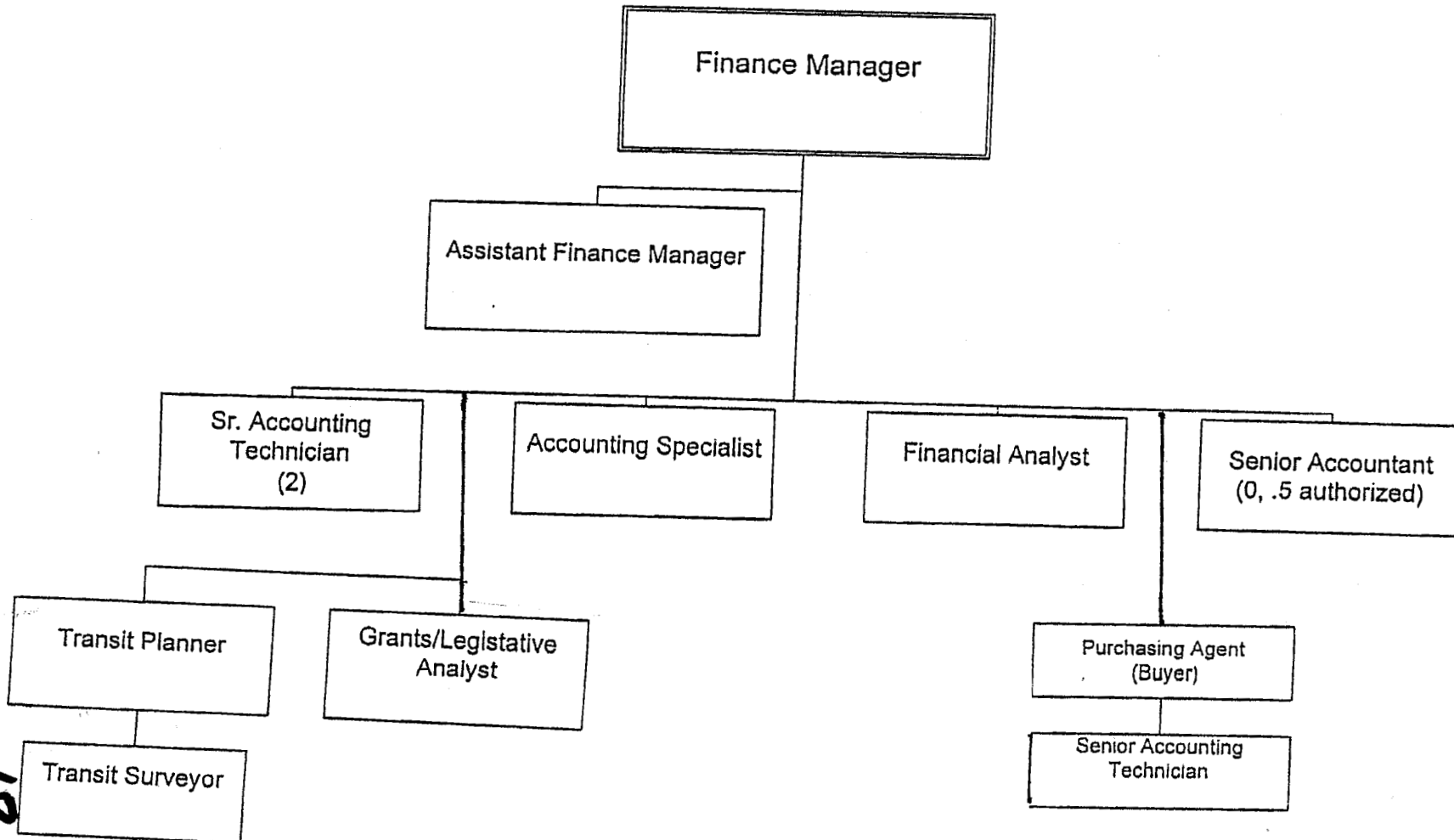
Finance Department
1200



18.a1

PROPOSED

Finance Department
1200



18.61

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: October 24, 2008
TO: Board of Directors
FROM: Robyn D. Slater, Human Resources Manager
SUBJECT: **CONSIDER APPROVAL OF CLASS SPECIFICATION CHANGES FOR THE TRANSIT PLANNER POSITION**

I. RECOMMENDED ACTION

Staff recommends the Board of Directors approve the revised class specification (job description) for the Transit Planner position.

II. SUMMARY OF ISSUES

- The Transit Planner and Transit Surveyor positions are being assigned to the Finance department. The restructuring is a result of the retirement of the Assistant General Manager
- Santa Cruz Metropolitan Transit District's (METRO) size does not allow for many redundancies in positions.
- A goal is to identify and formalize positions to act as "back-up" for critical tasks in a related position if for example, there is a temporary vacancy, the incumbent is on an approved leave, or there is a surge of activity for a specific period of time.
- The Transit Planner currently acts as "back-up" to the Transit Surveyor so there is no change in the job duties.

III. DISCUSSION

As a result of recent retirements throughout METRO a great deal of effort has been expended in determining how critical tasks will be accomplished during the recruitment period. Management has also reviewed how critical tasks will be accomplished if a position is vacant due to an approved absence, or there is a surge of activity for one position for a specific period of time.

As part of the realignment and transfer of positions from the Administration and Maintenance departments the positions were reviewed to identify and formalize "back-up" responsibilities.

The only class specification that needed revision to formalize the "back-up" responsibility is the Transit Planner position. The Transit Planner supervises the Transit Surveyor and currently acts as "back-up" to the Transit Surveyor position but that task was not included in the class specification.

Management reviewed the revised class specifications with SEIU Local 521 and the union accepted the suggested changes.

IV. FINANCIAL CONSIDERATIONS

There is no cost associated with this change.

V. ATTACHMENTS

Attachment A: Transit Planner class specification

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

TRANSIT PLANNER

Attachment **A**

DEFINITION

Under supervision, develops and supervises transit surveys; summarizes and analyzes system wide service routing data; assists in the preparation of transit planning and fare-related studies; prepares technical planning reports and makes presentations; performs run-cutting activities in the absence of the Schedule Analyst; coordinates **METRO's** automated route and passenger schedule information system; assists in preparation of route and schedule information for Metro Online; supervises assigned staff; and performs other related duties as assigned.

EXAMPLES OF DUTIES

Assists in performing technical planning studies, research and analysis; writes reports on a wide variety of transit-related topics. Conducts transit service, passenger, and fare-related studies and prepares technical evaluative reports including cost-benefit, market and feasibility analysis. Compiles and prepares analyses of operational and service-related performance indicators. Reviews service levels and service alternatives including the development of projections. Prepares displays, maps, graphs and tables for presentation to illustrate data compilation results.

Assists in the preparation of Short Range Transit Plans, National Transit Database (formerly Section 15) reports, Title VI Civil Rights reports, American Public Transit Association reports, and other special transit studies. Prepares and analyzes data summaries and reports, including revenue and ridership reports. Prepares staff reports, resolutions, correspondence and other documents.

Assists in designing and evaluating route performance standards. Designs, develops, supervises and conducts a variety of transit-related surveys including on-board surveys. Develops and implements programs related to ridership development.

Assists in the preparation of requests for proposals for professional planning studies and services. Monitors contractor performance of planning studies and projects. Coordinates activities of consultants and outside agencies. Prepares and monitors project budgets.

Operates a computer to apply packaged programs to studies. Assists in developing computer applications for Microsoft Word, Excel, PowerPoint, and other specialized software such as databases and SQL using transit research data for route evaluation and analysis.

Attends meetings, public hearings and other gatherings and prepares written summaries. Makes written, oral and graphical presentations concerning planning projects and **METRO** service for the Board of Directors, **METRO** management, governmental officials and advisory and community groups. Responds to inquiries regarding federal and state compliance guidelines and issues regarding transportation service.

19.a1

Learns and performs bus service run-cutting activities in the absence of the Schedule Analyst.

Supervises, trains, schedules, evaluates and assists in the selection of assigned employees; writes evaluations and counsels staff. May serve as a team leader or project supervisor on specific assignments and projects. Coordinates **METRO's** employee traffic mitigation requirements.

May perform the functions of the Transit Surveyor position as a backup.

Coordinates **METRO's** route and schedule automated passenger information system and ensures it is maintained on a timely basis. Provides information designed to increase public awareness of and promote the use of public transportation.

EMPLOYMENT STANDARDS

Knowledge of:

- Principles, practices and methods as they apply to transportation planning, survey and data collection and transit methodology.
- Principles and practices of statistical analysis, research, survey methods and technical report writing.
- Applications for computerized analysis of data and transit system programs including Microsoft Word, Excel, PowerPoint and Hypertext Mark-Up Language (HTML).

Ability to:

- Use a computer and software programs including Microsoft Word, Excel, PowerPoint, databases, and SQL.
- Learn and perform bus service run-cutting activities.
- Interpret and present statistical data and reports using computerized graphs, maps and tables.
- Collect, input and analyze complex transit data using a computerized database and other computer modules.
- Communicate effectively in oral and written form
- Develop and present professional level oral and written reports.
- Establish and maintain cooperative working relationships with **METRO** employees, other agency representatives and the public.
- Schedule, supervise, train and evaluate assigned staff.

Training and Experience

Any combination of training and experience equivalent to:

A Bachelor's Degree from an accredited college in planning, urban studies, transportation, mathematics or related field. Experience that demonstrates substantial knowledge and abilities pertinent to specific job functions may be substituted for the required education on a year-for-year basis.

AND

19.92

TrPInr 10/08

Two years full time professional experience in urban planning, transportation planning or closely related experience. Public transit planning experience is desirable. A Master's Degree in a related field may substitute for one year of the required experience.

Special Requirements

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

19.a3