



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
BOARD OF DIRECTORS AGENDA
REGULAR MEETING
JUNE 23, 2017 – 9:00 AM
SANTA CRUZ CITY CHAMBER OFFICES
809 CENTER STREET
SANTA CRUZ, CA 95060**

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

The Board Meeting Agenda Packet can be found online at www.SCMTD.com and is available for inspection at METRO’s Administrative offices at 110 Vernon Street, Santa Cruz, California.

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BOARD ROSTER

Director Ed Bottorff	City of Capitola
Director Cynthia Chase	City of Santa Cruz
Director Jimmy Dutra	City of Watsonville
Director Norm Hagen	County of Santa Cruz
Director John Leopold	County of Santa Cruz
Director Donna Lind	City of Scotts Valley
Director Cynthia Mathews	City of Santa Cruz
Director Bruce McPherson	County of Santa Cruz
Director Oscar Rios	City of Watsonville
Director Dan Rothwell	County of Santa Cruz
Director Mike Rotkin	County of Santa Cruz
Ex-Officio Director Donna Blitzer	UC Santa Cruz
Ex-Officio Director Liber McKee	Cabrillo College
Alex Clifford	METRO CEO/General Manager
Julie Sherman	METRO General Counsel

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

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

AMERICANS WITH DISABILITIES ACT

The Board of Directors meets in an accessible facility. Any person who requires an accommodation or an auxiliary aid or service to participate in the meeting, or to access the

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

SECTION I: OPEN SESSION

NOTE: THE BOARD CHAIR MAY TAKE ITEMS OUT OF ORDER

1 CALL TO ORDER

2 ROLL CALL

3 ANNOUNCEMENTS

- 3-1. Spanish language interpretation will be available during "Oral Communications" and for any other agenda item for which these services are needed.
- 3-2. Today's meeting is being broadcast by Community Television of Santa Cruz County.

4 BOARD OF DIRECTORS COMMENTS

5 COMMUNICATIONS TO THE BOARD OF DIRECTORS

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

6 WRITTEN COMMUNICATIONS FROM MAC (if applicable)

7 LABOR ORGANIZATION COMMUNICATIONS

8 ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

CONSENT AGENDA

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

9-01 RECOMMENDED ACTION ON TORT CLAIMS

[Alex Clifford, CEO/General Manager](#)

9-02 ACCEPT AND FILE: PRELIMINARY APPROVED CHECK JOURNAL DETAIL FOR THE MONTH OF MAY 2017

[Angela Aitken, Finance Manager](#)

9-03 ACCEPT AND FILE: THE YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF APRIL 30, 2017

[Angela Aitken, Finance Manager](#)

9-04 ACCEPT AND FILE: MINUTES OF THE SANTA CRUZ METRO BOARD OF DIRECTORS MEETING OF MAY 19, 2017

[Alex Clifford, CEO/General Manager](#)

9-05 ACCEPT AND FILE: MINUTES OF THE SANTA CRUZ METRO ADVISORY COMMITTEE (MAC) MEETING OF FEBRUARY 15, 2017

[Alex Clifford, CEO/General Manager](#)

9-06 APPROVE: RECOMMENDATION TO REFER SANTA CRUZ METRO BYLAWS TO THE PERSONNEL/HR STANDING COMMITTEE FOR REVIEW AND REVISION

[Alex Clifford, CEO/General Manager](#)

9-07 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A THIRD AMENDMENT EXTENDING THE CONTRACT FOR TWO YEARS WITH VISION SERVICE PLAN FOR EMPLOYEE VISION CARE SERVICES, INCREASING THE CONTRACT TOTAL BY \$260,000

[Angela Aitken, Interim HR Manager and Finance Manager](#)

9-08 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A 1ST AMENDMENT WITH CLEAN ENERGY TO INCREASE THE CONTRACT TOTAL BY \$300,000 FOR PURCHASE AND DELIVERY OF LIQUEFIED NATURAL GAS

[Eddie Benson, Maintenance Manager](#)

9-09 APPROVE: CONSIDERATION OF AWARD OF CONTRACT TO CLEAN ENERGY FOR PURCHASE AND DELIVERY OF LIQUEFIED NATURAL GAS NOT TO EXCEED \$5,793,900

[Eddie Benson, Maintenance Manager](#)

- 9-10 APPROVE: CONSIDERATION OF AUTHORIZATION TO USE THE STATE OF CALIFORNIA DEPARTMENT OF GENERAL SERVICES CALIFORNIA MULTIPLE AWARD SCHEDULES (CMAS) CONTRACT FOR THE PURCHASE OF 1 AERIAL BOOM TRUCK IN AN AMOUNT NOT TO EXCEED \$97,514**
[Eddie Benson, Maintenance Manager](#)
- 9-11 APPROVE: CONSIDERATION OF RESOLUTION APPROVING THE FY17 REVISED CAPITAL BUDGET**
[Angela Aitken, Finance Manager](#)
- 9-12 APPROVE: APPROVING THE EMPLOYMENT PRACTICES LIABILITY (EPL) COVERAGE PROGRAM**
[Angela Aitken, Finance Manager](#)
- 9-13 APPROVE: RENEWAL OF LIABILITY AND VEHICLE PHYSICAL DAMAGE INSURANCE PROGRAM COVERAGE WITH CALTIP FOR FY18**
[Angela Aitken, Finance Manager](#)
- 9-14 APPROVE: CONSIDERATION OF DECLARING ONE (1) 2003 PARATRANSIT CHEVY VENTURE VAN AND ONE (1) 2007 FORD FOCUS AS EXCESS FOR PURPOSES OF DISPOSAL OR AUCTION**
[Angela Aitken, Finance Manager](#)
- 9-15 ACCEPT: A SEMI-ANNUAL REPORT ON THE STATUS OF METRO'S DISADVANTAGED BUSINESS ENTERPRISE PROGRAM**
[Angela Aitken, DBE Liaison Officer and Finance Manager](#)
- 9-16 ACCEPT: ACCEPT THE PROPOSED DISADVANTAGED BUSINESS ENTERPRISE (DBE) GOAL OF 1.3% FOR FEDERALLY FUNDED PROCUREMENTS FOR FFY18-FFY20 AND OPEN THE PUBLIC COMMENT PERIOD BEGINNING JUNE 23, 2017**
[Angela Aitken, DBE Liaison Officer and Finance Manager](#)
- 9-17 APPROVE: RATIFICATION OF EXPENDITURES ABOVE THE APPROVED LIFE OF PROJECT AMOUNT FOR THE SANTA CRUZ METRO LAND MOBILE RADIO PROJECT AND CONFIRMATION OF PROJECT CLOSEOUT**
[Ciro Aguirre, COO](#)
- 9-18 APPROVE: CONSIDERATION OF AUTHORIZING THE TEMPORARY APPOINTMENT OF LESLYN SYREN AS SPECIAL COUNSEL**
[Alex Clifford, CEO/General Manager](#)

9-19 APPROVE: CONSIDER AUTHORIZING THE CEO/GM TO EXECUTE THE MASTER FUNDING AGREEMENT BETWEEN THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION AND THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FOR MEASURE D FUNDING
Barrow Emerson, Planning and Development Manager

9-20 APPROVE: APPROVAL OF NEW CLASSIFICATION AND WAGE SCALE FOR MAINTENANCE SUPERINTENDENT
Angela Aitken, Interim HR Manager and Finance Manager

REGULAR AGENDA

10 INTRODUCTION OF LEADERSHIP SANTA CRUZ GRADUATES
Jimmy Dutra, Board Chair

11 INTRODUCTION OF BUS OPERATOR GRADUATES
Jimmy Dutra, Board Chair

12 PUBLIC HEARING: FINAL ADOPTION OF SANTA CRUZ METRO'S FINAL FY18 AND FY19 OPERATING BUDGETS, FINAL FY18 CAPITAL BUDGET TO COMMENCE AT 9:15AM OR AS SOON THEREAFTER AS THE MATTER COULD BE HEARD
Angela Aitken, Finance Manager

13 ORAL METRO ADVISORY COMMITTEE (MAC) SEMI-ANNUAL REPORT
Michael Pisano, MAC Chair

14 CEO ORAL REPORT
Alex Clifford, CEO/General Manager

15 REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION
Julie Sherman, General Counsel

16 ANNOUNCEMENT OF NEXT MEETING: FRIDAY, AUGUST 25, 2017 AT 9:00 AM, SCOTTS VALLEY CITY COUNCIL CHAMBERS, ONE CIVIC CENTER DRIVE, SCOTTS VALLEY, CA
Jimmy Dutra, Board Chair

17 RECESS TO CLOSED SESSION

SECTION II: CLOSED SESSION

18 CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION
Government Code Section 54956.9 (d)(1) – Parties: Lewis C. Nelson and Sons, Inc. and RNL Design, Inc.

19 PUBLIC EMPLOYEE PERFORMANCE EVALUATION PURSUANT TO GOVERNMENT CODE SECTION 54957(B)(1), CONFERENCE WITH LABOR NEGOTIATOR PURSUANT TO GOVERNMENT CODE SECTION 54957.6

Agency Designated Representative: Jimmy Dutra, Board Chair
Title/Unrepresented Employee: Alex Clifford, CEO/General Manager

Following the closed sessions, the Board may consider potential actions to amend the Employment Agreement of the CEO/GM.

SECTION III: RECONVENE TO OPEN SESSION

21 REPORT OF CLOSED SESSION ITEMS

Julie Sherman, General Counsel

22 ADJOURNMENT

Jimmy Dutra, Board Chair

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



DATE: June 23, 2017
TO: Board of Directors
FROM: Alex Clifford, CEO/General Manager
SUBJECT: RECOMMENDED ACTION ON TORT CLAIMS

I. RECOMMENDED ACTION

That the Board of Directors Approve Staff Recommendations for Claims for the Month of June 2017

II. SUMMARY

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

III. DISCUSSION/BACKGROUND

METRO's Risk Department received one claim for the month of June 2017 for money or damages. As a public entity, METRO must act "within 45 days after the claim has been presented" (Govt C §912.4(a)). See staff recommendations in paragraph VI.

IV. FINANCIAL CONSIDERATIONS/IMPACT

None

V. ALTERNATIVES CONSIDERED

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

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

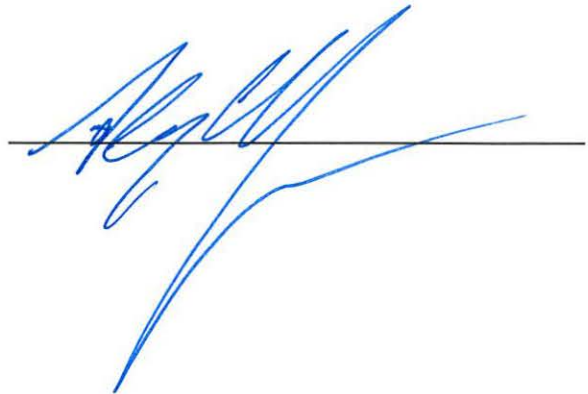
VI. DESCRIPTION OF CLAIMS

Claimant	Claim #	Description	Recommended Action
Gales, J. Jason	17-0007	METRO bus and car make contact while traveling side by side through a turn	Reject

Prepared by: Tom Szestowicki, Safety Specialist

VII. APPROVAL:

Alex Clifford, CEO/General Manager



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DATE: June 23, 2017
TO: Board of Directors
FROM: Angela Aitken, Finance Manager
**SUBJECT: ACCEPT AND FILE PRELIMINARY APPROVED CHECK JOURNAL
DETAIL FOR THE MONTH OF MAY 2017**

I. RECOMMENDED ACTION

That the Board of Directors accept and file the preliminary approved Check Journal Detail for the month of May 2017.

II. SUMMARY

- This staff report provides the Board with a preliminary approved Check Journal Detail for the month of May 2017.
- The Finance Department is submitting the check journal for Board acceptance and filing.

III. DISCUSSION/BACKGROUND

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

All invoices submitted for the month of May 2017 have been processed, checks issued and signed by the Finance Manager.

IV. FINANCIAL CONSIDERATIONS/IMPACT

None. The check journal is a presentation of invoices paid in May 2017 for purposes of Board review, agency disclosure, accountability and transparency.

V. ALTERNATIVES CONSIDERED

N/A

VI. ATTACHMENTS

Attachment A: Check Journal Detail for the Month of May 2017


Prepared By: Holly Riley, Senior Accounting Technician

VII. APPROVALS:

Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager



Attachment A

DATE 06/02/17 14:30

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

PAGE 1

DATE: 05/01/17 THRU 05/31/17

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
57385	05/25/17		-50.91	DAVILA, ANA MARIA	0	74482	NOV 16 RETIREE SUPP	-50.91	**VOID
58431	05/25/17		-7,727.99	BRINKS INCORPORATED		76764	JAN 17 1200B SERVICE	-4,296.38	**VOID
58966	05/01/17		231.90	AA SAFE & SECURITY CO		76765	JAN 17 1200B SERVICE	-3,431.61	
58967	05/01/17		1,097.69	ABC BUS INC		77876	PADDLE DOOR	231.90	
58968	05/01/17		462.00	AIRTEC SERVICE INC.		77859	INVENTORY ORDER	865.81	
58969	05/01/17		1,500.00	ALLDATA LLC		77868	INVENTORY ORDER	147.79	
58970	05/01/17		1,750.00	BICKMORE		77879	INVENTORY ORDER	84.09	
58971	05/01/17		50.73	CITY OF WATSONVILLE UTILITIES		77888	RPR THERMSTAT OPS	462.00	
58972	05/01/17		1,393.94	COAST PAPER & SUPPLY INC.		77880	ANNUAL MAINTENANCE	1,500.00	
58973	05/01/17		2,890.00	COASTAL LANDSCAPING INC. DBA		77878	4/12 WHEELCHAIR TRAI	1,750.00	
58974	05/01/17		239.75	COMCAST HOLDINGS CORPORATION		77834	3/14-4/10 FIRE WTC	50.73	
58975	05/01/17		1,679.05	CUMMINS PACIFIC LLP		77851	INVENTORY ORDER	1,335.34	
58976	05/01/17		2,126.25	DAY WIRELESS SYSTEMS		77873	CUSTODIAL SUPPLIES	27.25	
58977	05/01/17		1,166.30	DIESEL MARINE ELECTRIC, INC.		77874	CUSTODIAL SUPPLIES	31.35	
58978	05/01/17		1,754.41	EAST BAY TIRE CO.		77884	APR 17 LANDSCAPING	2,890.00	
58979	05/01/17		175.00	EPICOR SOFTWARE CORP		77913	COA PSA SPOTS	239.75	
58980	05/01/17		111.41	FERGUSON ENTERPRISES INC. #795		77848	INVENTORY ORDER	329.75	
58981	05/01/17		57.40	FRONTIER COMMUNICATIONS CORP		77861	INVENTORY ORDER	508.27	
58982	05/01/17		105.00	GARY KENVILLE LOCKSMITH	7	77914	RPR VEH #2801	841.03	
58983	05/01/17		5,171.05	GILLIG LLC		77872	MAR 17 MAINTENANCE	2,126.25	
58984	05/01/17		615.69	GRAINGER		77881	INVENTORY ORDER	1,166.30	
58985	05/01/17		759.70	HOSE SHOP, THE INC		77843	TIRES	513.34	
58986	05/01/17		1,814.00	HUNT & SONS, INC.		77844	TIRES	508.65	
58987	05/01/17		111.70	KELLEY'S SERVICE INC.		77845	TIRES	363.63	
58988	05/01/17		479.38	KINSLOW, DEBBIE		77846	TIRES	368.79	
58989	05/01/17		690.75	MANAGED HEALTH NETWORK		77891	MAINTSTAR UPGRADE	175.00	
58990	05/01/17		215.00	MAXIMUM OIL SERVICE LLC		77883	FAUCET MMF	111.41	
58991	05/01/17		45.41	NEW FLYER IND. CANADA ULC DBA		77912	4/13-5/12 SKY-OCEAN	57.40	
						77902	RPR LOCK	105.00	
						77869	LED HEADLAMP	5,171.05	
						77833	CORRUGATED SHELVING	20.46	
						77892	BIOHAZARD KITS	221.56	
						77893	BIOHAZARD SUPPLIES	59.10	
						77894	RECLOSABLE BAGS	42.24	
						77898	BALLASTS	272.33	
						77865	RPR VEH #2226	144.81	
						77875	NON INVENTORY ORDER	357.12	
						77882	ROOF PRESSURE WASH	223.03	
						77836	RPR VEH #2220	34.74	
						77837	INVENTORY ORDER	1,206.75	
						77909	INVENTORY ORDER	607.25	
						77831	TRAVEL REIMBURSEMENT	111.70	
						77832	MAY 17 EAP	479.38	
						77899	WASTE OIL	690.75	
						77862	INVENTORY ORDER	215.00	
								45.41	VOIDED

Attachment A

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

DATE: 05/01/17 THRU 05/31/17

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
58991	05/01/17	-45.41 001063		NEW FLYER IND. CANADA ULC DBA		77862	INVENTORY ORDER	-45.41	**VOID
58992	05/01/17	175.16 004		NORTH BAY FORD LINC-MERCURY		77897	SEAT BELT VEH#1121PC	129.64	
58993	05/01/17	593.78 023		PACIFIC TRUCK PARTS, INC.		77906	INVENTORY ORDER	45.52	
						77910	INVENTORY ORDER	14.18	
						77911	CREDIT	-13.70	
						77911	INVENTORY ORDER	593.30	
58994	05/01/17	5.15 043		PALACE ART & OFFICE SUPPLY		77858	OFFICE SUPPLIES	5.15	
58995	05/01/17	1,679.00 002947		PEDALERS EXPRESS	7	77889	MAR17 FINGERPRINTING	64.00	VOIDED
						77890	MAR 17 COURIER SVC	1,615.00	
58995	05/01/17	-1,679.00 002947		PEDALERS EXPRESS	7	77889	MAR17 FINGERPRINTING	-64.00	**VOID
						77890	MAR 17 COURIER SVC	-1,615.00	
58996	05/01/17	255.50 481		PIED PIPER EXTERMINATORS, INC.		77903	APR 17 PEST GOLF	65.00	
						77904	APR 17 PEST VERNON	190.50	
58997	05/01/17	275.59 107A		PROBUILD COMPANY LLC		77852	KEY HOLDER DISPATCH	26.42	
						77853	JANITORS CLOSET	80.53	
						77854	REMODEL C/S AREA WTC	24.65	
						77855	REMODEL C/S AREA WTC	104.28	
						77856	REMODEL C/S AREA WTC	39.71	
58998	05/01/17	858.98 E654		PYKA, MATTHEW		77877	TRAVEL REIMBURSEMENT	858.98	
58999	05/01/17	1,219.89 E524		ROCHA, FEDERICO G.		77830	TRAVEL REIMBURSEMENT	1,219.89	
59000	05/01/17	125.07 135		SANTA CRUZ AUTO PARTS, INC.		77907	INVENTORY ORDER	116.80	
						77908	INVENTORY ORDER	8.27	
59001	05/01/17	157.50 002700		SANTA CRUZ COUNTY ENVIROMENTAL		77857	PAC STATION DESIGN	157.50	
59002	05/01/17	3,772.00 002067		SOILCONTROL LAB		77887	STORM WATER SAMP OPS	1,852.00	
						77900	STORM WATER TEST OPS	960.00	
						77901	STORM WATER TEST MMF	960.00	
59003	05/01/17	466.30 001008		SWAGELOK NORTHERN CALIFORNIA		77860	INVENTORY ORDER	466.30	
59004	05/01/17	234.60 003285		TRANSIT HOLDINGS INC		77847	CREDIT	-59.12	
						77863	INVENTORY ORDER	136.18	
						77864	INVENTORY ORDER	59.12	
						77867	INVENTORY ORDER	98.42	
59005	05/01/17	319.96 003152		UNIFIRST CORPORATION		77849	CUSTODIAL SUPPLIES	40.07	
						77850	MATS OPS	6.48	
						77895	LAUNDRY SERVICE	203.64	
						77896	CUSTODIAL SUPPLIES	69.77	
59006	05/01/17	50.13 007		UNITED PARCEL SERVICE		77841	FREIGHT	50.13	
59007	05/01/17	950.25 434		VERIZON WIRELESS	0	77871	3/13-4/12 WIFI BUSES	950.25	
59008	05/01/17	10,618.64 001043		VISION SERVICE PLAN		77870	MAY 17 VISION	10,618.64	
59009	05/01/17	1,459.43 E674		WILLIS, GREG		77842	TRAVEL REIMBURSEMENT	1,459.43	
59010	05/01/17	196.28 002291		WINCHESTER AUTO		77905	INVENTORY ORDER	196.28	
59013	05/01/17	64.00 002567		DEPARTMENT OF JUSTICE		77921	MAR17 FINGERPRINTING	64.00	
59014	05/01/17	1,615.00 002947		PEDALERS EXPRESS	7	77920	MAR 17 COURIER SVC	1,615.00	
59015	05/01/17	45.41 003285		TRANSIT HOLDINGS INC		77922	INVENTORY ORDER	45.41	
59016M05/02/17		3,456.00 003336		CONSOLIDATED DRYWALL INC		77996	REMODEL C/S WTC	3,456.00	MANUAL
							REMODEL C/S WTC		
59017	05/08/17	305.11 002069		A TOOL SHED, INC.		77962	CONCRETE GRINDER	305.11	

Attachment A

DATE 06/02/17 14:30

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

PAGE 4

DATE: 05/01/17 THRU 05/31/17

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
59040	05/08/17	40,064.64 002295	FIRST ALARM		78049	TEMP W/E 4/23/17		927.68	
59041	05/08/17	9,704.91 002952	FLYERS ENERGY LLC		77925	MAR 17 SECURITY		40,064.64	
59042	05/08/17	57.40 003279	FRONTIER COMMUNICATIONS CORP		77933	4/1-4/15 FUEL PC		7,742.46	
59043	05/08/17	382.60 117	GILLIG LLC		78042	4/1-4/15 FUEL		1,962.45	
59044	05/08/17	701.91 282	GRAINGER		78003	4/16-5/15 SKY-RIVER		57.40	
59045	05/08/17	208.06 546	GRANITEROCK COMPANY		78021	RPR VEH #1114		382.60	
59046	05/08/17	818.22 166	HOSE SHOP, THE INC		77940	INVENTORY ORDER		301.16	
59047	05/08/17	1,798.50 002979	HUNT & SONS, INC.		77944	INVENTORY ORDER		289.65	
59048	05/08/17	1,043.50 1117	KELLEY'S SERVICE INC.		77945	INVENTORY ORDER		10.10	
59049	05/08/17	8.15 036	KELLY-MOORE PAINT CO., INC.		77947	OFFICE SUPPLIES		85.50	
59050	05/08/17	266.29 167	KEYSTON BROTHERS		78039	INVENTORY ORDER		15.50	
59051	05/08/17	504.00 003271	KJRB INC		77972	REMODEL C/S WTC		208.06	
59052	05/08/17	4,884.00 852	LAW OFFICES OF MARIE F. SANG	7	78040	BULK HOSE ORDER		818.22	
59053	05/08/17	1,746.18 004	NORTH BAY FORD LINC-MERCURY		77954	INVENTORY ORDER		599.50	
59054	05/08/17	15,145.14 009	PACIFIC GAS & ELECTRIC		77955	INVENTORY ORDER		1,199.00	
59055	05/08/17	748.17 043	PALACE ART & OFFICE SUPPLY		77941	RPR VEH #601		28.30	
59056	05/08/17	53.50 481	PIED PIPER EXTERMINATORS, INC.		77942	INVENTORY ORDER		40.00	
59057	05/08/17	2,851.76 187	POLAR RADIATOR SERVICE INC		77943	RPR VEH #2402 PC		300.00	
59058	05/08/17	2,006.61 107A	PROBUILD COMPANY LLC		78025	INVENTORY ORDER		7.58	
					78031	INVENTORY ORDER		460.25	
					78032	BULK BATTERY CABLE		207.37	
					77926	BUS STOP PAINT		8.15	
					77927	INVENTORY ORDER		72.73	
					77928	INVENTORY ORDER		193.56	
					78022	RPR VEH #908		504.00	
					78054	CL# 2004103558		412.50	
					78055	CL# 16008784		2,623.50	
					78056	CL# 1136 2697 6778		742.50	
					78057	CL# 17001199		1,105.50	
					78029	RPR VEH #1111 PC		1,665.52	
					78041	INVENTORY ORDER		80.66	
					77966	ELEC BUS INFRASTRUCTU		2,000.00	
					77969	3/9-4/6 PARACRUZ		716.96	
					78043	3/24-4/24 1200BRIVER		2,177.26	
					78044	3/25-4/25 1200BRIVER		150.29	
					78045	3/24-4/24 VERNON		4,414.06	
					78046	3/24-4/24 GOLF CLUB		5,686.57	
					77938	OFFICE SUPPLIES		28.99	
					77946	OFFICE SUPPLIES		719.18	
					78047	MAR 17 PEST METROMKT		53.50	
					78023	RPR VEH #807		163.50	
					78024	RPR VEH #2226		2,688.26	
					77975	RPR LIGHT PAC STAT		3.48	
					77976	RPR FOUNTAIN VERNON		12.76	
					77977	ROOF INSPECTION		17.44	
					77978	REMODEL C/S WTC		43.63	

Attachment A

DATE 06/02/17 14:30

PAGE 5

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

DATE: 05/01/17 THRU 05/31/17

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59059	05/08/17	003020	325.65	QUEST DIAGNOSTIC INC.		77979	JANITOR CLOSET WTC	90.03	
59060	05/08/17	C103	50.00	ROTKIN, MICHAEL		77980	REMODEL C/S WTC	1,097.25	
59061	05/08/17	135	221.42	SANTA CRUZ AUTO PARTS, INC.		77981	REMODEL C/S WTC	490.04	
						77982	CREDIT REMODEL WTC	-14.56	
						77983	REMODEL C/S WTC	18.25	
						77988	REMODEL C/S WTC	185.53	
						77989	REMODEL C/S WTC	62.76	
59059	05/08/17	003020	325.65	QUEST DIAGNOSTIC INC.		78050	MAR 17 DOT DRUG TEST	325.65	
59060	05/08/17	C103	50.00	ROTKIN, MICHAEL		77937	ETHICS TRAINING	50.00	
59061	05/08/17	135	221.42	SANTA CRUZ AUTO PARTS, INC.		78033	INVENTORY ORDER	63.23	
						78034	INVENTORY ORDER	29.03	
						78035	INVENTORY ORDER	108.63	
						78036	INVENTORY ORDER	20.53	
59062	05/08/17	079	8,877.21	SANTA CRUZ MUNICIPAL UTILITIES		77993	3/9-4/6 PACIFIC	3,250.80	
						77994	3/9-4/6 PACIFIC	50.85	
						77995	3/9-4/6 IRRIG GOLF	9.70	
						77997	3/9-4/6 IRRIG RIVER	20.58	
						77998	3/9-4/6 1200A RIVER	88.76	
						77999	3/9-4/6 1200B RIVER	2,801.73	
						78000	3/9-4/6 GOLF CLUB	1,232.63	
						78001	3/9-4/6 VERNON	458.51	
						78002	3/9-4/6 IRRIG VERNON	10.70	
						78017	3/9-4/6 CED & WALNUT	952.95	
59063	05/08/17	977	3,522.55	SANTA CRUZ TRANSPORTATION, LLC		77970	APR 17 SERVICES	3,522.55	
59064	05/08/17	115	208.32	SNAP-ON INDUSTRIAL		78058	TOOLBOX COVER	208.32	
59065	05/08/17	003312	850.00	SOLORIO, RICHARD		77990	RESTROOM REMODEL	850.00	
59066	05/08/17	001976	258.14	SPORTWORKS NORTHWEST, INC.		78030	INVENTORY ORDER	258.14	
59067	05/08/17	003242	640.15	THE JANEK CORPORATION		77935	RPR COIN VALIDATOR	640.15	
59068	05/08/17	002675	441.70	THOMSON REUTERS BARCLAYS WEST		78008	MAR 17 SERVICES	441.70	
59069	05/08/17	003285	3,976.51	TRANSIT HOLDINGS INC		77932	INVENTORY ORDER	858.77	
						77949	CREDIT	-45.41	
						77950	CREDIT	-59.12	
						78005	INVENTORY ORDER	2.70	
						78006	INVENTORY ORDER	59.12	
						78018	INVENTORY ORDER	3,025.75	
						78019	INVENTORY ORDER	134.70	
59070	05/08/17	003152	459.45	UNIFIRST CORPORATION		77987	LAUNDRY SERVICE	14.64	
						77991	MATS OPS	6.48	
						77992	CUSTODIAL SUPPLIES	40.07	
						78037	LAUNDRY SERVICE	328.49	
						78038	CUSTODIAL SUPPLIES	69.77	
59071	05/08/17	007	39.44	UNITED PARCEL SERVICE		77936	FREIGHT	39.44	
59072	05/08/17	002829	224.35	VALLEY POWER SYSTEMS, INC.		77838	CREDIT	-282.04	
						77839	CREDIT	-204.38	
						77840	CREDIT	-136.25	
						77930	INVENTORY ORDER	118.33	

Attachment A

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

DATE: 05/01/17 THRU 05/31/17

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59073	05/08/17	92.16 001165		VU, THANH DR. MD	7	78004	TECHNICAL MANUALS	728.69	
59074	05/08/17	2,020.89 002807		WILLIAM AVERY & ASSOCIATES		78052	DMV EXAM	92.16	
59075	05/08/17	4,050.00 003315		WILLIAM FISHER ARCHITECTURE		78026	HR MGR RECRUITMENT	2,020.89	
59076	05/08/17	51.66 E997		ZENTENO, DANIEL		77973	REMODEL C/S WTC	2,400.00	
59077	05/05/17	1,591.38 001075		SOQUEL III ASSOCIATES	7	77974	REMODEL C/S PAC STAT	1,650.00	
59078	05/05/17	66.12 003338		7-ELEVEN INC		78060	TRAVEL REIMBURSEMENT	51.66	
59079	05/08/17	279.96 001D		AT&T		78061	2017 CAM 2016CAM BAL	1,591.38	
59080	05/08/17	31.00 430		SCOTT'S VALLEY POLICE DEPT.		78062	4/30/17 FUEL PC	66.12	
59081	05/15/17	211.09 003151		ABC BUS INC		78063	3/19-4/18 SKYLINE	279.96	
59082	05/15/17	361.72 192		ALWAYS UNDER PRESSURE		78064	2017 ALARM REGISTRAT	31.00	
59083	05/15/17	5,331.57 001348		ATHENS INSURANCE SERVICE, INC.		78087	INVENTORY ORDER	113.03	
59084	05/15/17	6,864.75 001844		BRINKS INCORPORATED		78123	INVENTORY ORDER	98.06	
59085	05/15/17	4,870.31 588		CALTIP		78107	RPR STEAM CLEANER WT	361.72	
59086	05/15/17	959.91 914		CALTRONICS BUSINESS SYSTEMS		78178	MAY17 TPA APR15 REFU	546.74	
59087	05/15/17	320.06 002627		CDW GOVERNMENT, INC.		78179	APR 17 TPA FEES	4,784.83	
59088	05/15/17	20.00 841A		CITY OF WATSONVILLE PARADE		78147	APR 17 1200B SERVICE	4,285.95	
59089	05/15/17	19,494.39 001124		CLEAN ENERGY		78148	APR 17 1200B SERVICE	2,578.80	
59090	05/15/17	166.53 E957		CLIFFORD, ALEX		78109	APR 17 CODE 5100	4,870.31	
59091	05/15/17	32.95 002063		COSTCO		78182	OFFICE SUPPLIES	152.33	
59092	05/15/17	4,080.78 003116		CUMMINS PACIFIC LLP		78183	OFFICE SUPPLIES	591.76	
59093	05/15/17	1,719.35 002949		DEANE INDUSTRIAL MACHINING		78184	OFFICE SUPPLIES	215.82	
59094	05/15/17	4,109.30 157		DELL MARKETING L.P.		78168	REMODEL C/S WTC	160.03	
59095	05/15/17	416.00 002567		DEPARTMENT OF JUSTICE		78169	REMODEL C/S WTC	160.03	
59096	05/15/17	1,985.17 003274		EAST BAY TIRE CO.		78145	4TH OF JULY PARADE	20.00	
59097	05/15/17	3,110.40 432		EXPRESS SERVICES INC.		78154	LNG 4/4/17	10,540.13	
59098	05/15/17	109.00 001172		FERGUSON ENTERPRISES INC. #795		78155	LNG 4/6/17	8,954.26	
59099	05/15/17	30.00 002295		FIRST ALARM		78069	EXPENSE REIMBURSEMEN	166.53	
59100	05/15/17	273.04 001302		GARDA CL WEST, INC.		78095	BOARD MEETING SUPPLI	32.95	
59101	05/15/17	454.77 647		GENFARE A DIV OF SPX CORP		78086	RPR VEH #1004	969.85	
						78099	INVENTORY ORDER	947.70	
						78100	INVENTORY ORDER	2,163.23	
						78171	RPR VEH #2802	264.18	
						78172	RPR VEH #1004	1,455.17	
						78104	2YR EXT WARRANTY	4,109.30	
						78181	FEB17 FINGERPRINTING	416.00	
						78081	TIRES	511.84	
						78097	TIRES	363.63	
						78098	TIRES	184.40	
						78185	TEMP W/E 4/9 4/16/17	2,025.00	
						78186	TEMP W/E 4/23/17	1,085.40	
						78077	RPR KITCHEN VERNON	109.00	
						78187	APR 17 DISPATCH PC	30.00	
						78070	MAY 17 SERVICES	273.04	
						78083	INVENTORY ORDER	426.38	
						78084	INVENTORY ORDER	28.39	

Attachment A

DATE 06/02/17 14:30

PAGE 7

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

DATE: 05/01/17 THRU 05/31/17

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
59102	05/15/17	273.02 117	GILLIG LLC	78131	INVENTORY ORDER	273.02			
59103	05/15/17	1,060.00 001039	GRAFFITI REMOVAL, INC.	78173	INVENTORY ORDER	1,060.00			
59104	05/15/17	656.08 282	GRAINGER	78133	LOCKOUT TAGOUT SUPPL	58.89			
				78134	SAFETY SUPPLIES	29.68			
				78135	INVENTORY ORDER	12.79			
				78136	NON INVENTORY ORDER	328.76			
				78144	INVENTORY ORDER	48.13			
				78156	LOCKOUT PLUGS	34.71			
				78166	COUPLER PLUG	32.71			
				78167	CUSTODIAL ITEM	110.41			
59105	05/15/17	406.46 166	HOSE SHOP, THE INC	78116	JANITORS CLOSET	35.85			
				78124	BULK HOSE ORDER	202.88			
				78125	AIR HOSE ASSY	167.73			
59106	05/15/17	316.89 1117	KELLEY'S SERVICE INC.	78137	RPR V#2802 2804 2805	39.62			
				78157	CREDIT	-7.58			
				78158	INVENTORY ORDER	106.78			
				78159	INVENTORY ORDER	98.45			
				78160	INVENTORY ORDER	40.00			
				78161	RPR VEH #2802	7.92			
				78162	RPR VEH #2801 2803	31.70			
59107	05/15/17	195.13 001233	KIMBALL MIDWEST	78126	INVENTORY ORDER	195.13			
59108	05/15/17	147.99 511	LUMINATOR HOLDING LP	78085	RPR BLANKING BOX	147.99			
59109	05/15/17	157.36 003059	MAILFINANCE INC	78096	3/28-4/27 LEASE ADM1	157.36			
59110	05/15/17	238.97 001052	MANSFIELD OIL CO OF GAINSVILLE	78065	DIESEL 4/19/17	15,345.17			
59111	05/15/17	200.00 003061	MID VALLEY SUPPLY INC.	78141	INVENTORY ORDER	238.97			
59112	05/15/17	200.00 003061	NEOFUNDS BY NEOPOST DBA	78146	***-***-***-1598	200.00			
59113	05/15/17	109.98 002721	NEXTEL COMMUNICATIONS/SPRINT	78068	3/26-4/25 TVM WIRELE	109.98			
59114	05/15/17	2,339.22 003135	NORCON COMMUNICATIONS, INC.	78140	REMODEL C/S WTC	2,339.22			
59115	05/15/17	392.40 004	NORTH BAY FORD LINC-MERCURY	78128	RPR VEH #2604 PC	392.40			
59116	05/15/17	13,095.46 003218	NVB EQUIPMENT, INC.	78072	APR17 FIRE SUPP SVC	13,095.46			
59117	05/15/17	5,192.92 009	PACIFIC GAS & ELECTRIC	78149	3/29-4/27 PACIFIC	2,145.97			
				78150	3/29-4/27 1200A RIV	2,988.79			
				78151	4/4-5/3 SVT TENANT	58.16			
59118	05/15/17	1,107.87 043	PALACE ART & OFFICE SUPPLY	78073	OFFICE SUPPLIES	11.77			
				78074	OFFICE SUPPLIES	21.12			
				78075	OFFICE SUPPLIES	527.03			
				78101	OFFICE SUPPLIES	27.22			
				78102	OFFICE SUPPLIES	35.93			
				78103	OFFICE SUPPLIES	53.63			
				78152	OFFICE SUPPLIES	431.17			
59119	05/15/17	1,475.00 002947	PEDALERS EXPRESS	78180	APR 17 COURIER SVC	1,475.00			
59120	05/15/17	2,763.26 187	POLAR RADIATOR SERVICE INC	78138	RPR VEH #2220	2,763.26			
59121	05/15/17	40,456.00 002939	PREFERRED BENEFIT	78091	MAY 17 DENTAL	40,456.00			
59122	05/15/17	533.04 107A	PROBUILD COMPANY LLC	78108	REMODEL C/S WTC	374.60			
				78115	REMODEL C/S WTC	118.81			
				78142	OFFICE RPR PARACRUZ	31.30			

Attachment A

DATE 06/02/17 14:30

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

PAGE 8

DATE: 05/01/17 THRU 05/31/17

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59123	05/15/17	593.25 001153	593.25	REPUBLIC ELEVATOR COMPANY INC		78143	DOOR STOPS OPS	8.33	
59124	05/15/17	116.87 018	116.87	SALINAS VALLEY FORD SALES INC		78078	APR 17 ELEVATOR MAIN	593.25	
59125	05/15/17	54.60 135	48.58	SANTA CRUZ AUTO PARTS, INC.		78127	INVENTORY ORDER	116.87	
			2.17			78139	RPR VEH #2604 PC	48.58	
			-4.93			78163	INVENTORY ORDER	2.17	
						78164	CREDIT	-4.93	
59126	05/15/17	2,598.00 002700	2,598.00	SANTA CRUZ COUNTY ENVIRONMENTAL		78165	INVENTORY ORDER	8.78	
59127	05/15/17	28,025.28 002917	28,025.28	SANTA CRUZ METRO TRANSIT W/C		78106	HEALTH PERMIT 1200B	2,598.00	
59128	05/15/17	213.51 079	213.51	SANTA CRUZ MUNICIPAL UTILITIES		78177	4/16-4/30 W/C REPLEN	28,025.28	
59129	05/15/17	80.00 001292	80.00	SANTA CRUZ RECORDS MNGMT INC		78094	3/15-4/12 PARACRUZ	213.51	
59130	05/15/17	313.43 002459	313.43	SCOTT'S VALLEY WATER DISTRICT		78188	APR 17 SHREDDING PC	80.00	
						78079	2/3-4/4 WATER SVTC	234.25	
						78080	2/3-4/4 WATER SVTC	16.30	
						78093	APR17 WATER RECY SVT	62.88	
59131	05/15/17	2,500.00 002267	2,500.00	SHAW / YODER / ANTWIH, INC.		78071	MAY 17 LEGISLATE SVC	2,500.00	
59132	05/15/17	1,500.00 001277	1,500.00	SJB GLOBALNET, INC.		78105	MAY 17 AGREEMENT	1,500.00	
59133	05/15/17	1,052.63 002871	1,052.63	STATE ELECTRIC GENERATOR		78092	GENERATOR BATTERY	1,052.63	
59134	05/15/17	5,487.71 003285	5,487.71	TRANSIT HOLDINGS INC		78088	INVENTORY ORDER	173.99	
						78089	INVENTORY ORDER	2,621.29	
						78090	INVENTORY ORDER	2,020.28	
						78132	RPR VEH #1304	672.15	
59135	05/15/17	371.56 003152	371.56	UNIFIRST CORPORATION		78117	CUSTODIAL SUPPLIES	40.07	
						78118	MATS OPS	6.48	
						78129	LAUNDRY SERVICE	240.60	
						78130	CUSTODIAL SERVICE	69.77	
						78153	LAUNDRY SERVICE	14.64	
59136	05/15/17	61.03 007	61.03	UNITED PARCEL SERVICE		78067	FREIGHT	61.03	
59137	05/15/17	2,033.95 002829	2,033.95	VALLEY POWER SYSTEMS, INC.		78119	INVENTORY ORDER	73.03	
						78120	CREDIT	-73.03	
						78121	INVENTORY ORDER	2,014.33	
						78122	INVENTORY ORDER	19.62	
59138	05/15/17	30.28 221	30.28	VEHICLE MAINTENANCE PROG INC		78066	INVENTORY ORDER	30.28	
59139	05/15/17	219.96 434	219.96	VERIZON WIRELESS	0	78170	4/2-5/1 PUSH2TALK	219.96	
59140	05/15/17	450.00 001165	450.00	VU, THANH DR. MD	7	78076	DMV EXAM	75.00	
						78110	DMV EXAM	75.00	
						78111	DMV EXAM	75.00	
						78112	DMV EXAM	75.00	
						78113	DMV EXAM	75.00	
						78114	DMV EXAM	75.00	
59141	05/15/17	951.70 915	951.70	WORKIN.COM, INC.		78174	JOB PLACEMENT ADVERT	237.50	
						78175	JOB PLACEMENT ADVERT	387.00	
59142M05/16/17		25.00 039	25.00	KINKO'S INC.		78176	JOB PLACEMENT ADVERT	327.20	
						78213	LATE FEE	25.00	MANUAL
59143	05/22/17	3,467.22 003151	3,467.22	ABC BUS INC		78209	INVENTORY ORDER	119.68	
						78283	INVENTORY ORDER	2,530.57	

Attachment A

DATE 06/02/17 14:30

PAGE 9

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

DATE: 05/01/17 THRU 05/31/17

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
59144	05/22/17	1,881.25 003330	ACTION TOWING & ROAD SVC CORP			78284	INVENTORY ORDER	799.14	
59145	05/22/17	14,640.02 003309	ALANIZ CONSTRUCTION INC			78285	INVENTORY ORDER	17.83	
59146	05/22/17	1,25.48 002828	ALLIED ELECTRONICS			78190	TOWING BUS #2801	656.25	
59147	05/22/17	879.41 192	ALWAYS UNDER PRESSURE			78191	TOWING VEH #2303	700.00	
59148	05/22/17	79.40 002689	B & B SMALL ENGINE CORP			78192	RPR VEH #2804	525.00	
59149	05/22/17	816,079.45 502	CA PUBLIC EMPLOYEES'			78301	PARKING LOT RESEAL	14,640.02	
59150	05/22/17	102.49 M022	CAPELLA, KATHLEEN			78193	INVENTORY ORDER	125.48	
59151	05/22/17	5,250.00 001324	CAPITALEGGE ADVOCACY, INC.		0	78218	STEAM CLEANER WTC	879.41	
59152	05/22/17	58,857.20 001124	CLEAN ENERGY			78255	RPR VEH #708	79.40	
59153	05/22/17	80.00 003300	CSMFO			78287	JUN 17 MEDICAL	816,079.45	
59154	05/22/17	5,933.06 003116	CUMMINS PACIFIC LLP			78315	JUN 17 RETIREE SUPP	102.49	
59155	05/22/17	51.24 M039	DAVILLA, ANA MARIA			78280	MAY 17 LEGISLATE SVC	5,250.00	
59156	05/22/17	257.50 916	DOCTORS ON DUTY MEDICAL CLINIC		0	78226	LNG 4/10/17	10,462.31	
59157	05/22/17	984.43 003274	EAST BAY TIRE CO.			78227	LNG 4/12/17	9,014.79	
59158	05/22/17	883.88 003335	EL DORADO NATIONAL CORP			78228	LNG 4/14/17	8,425.62	
59159	05/22/17	891.00 432	EXPRESS SERVICES INC.			78229	LNG 4/18/17	10,558.51	
59160	05/22/17	27.27 372	FEDERAL EXPRESS			78230	LNG 4/20/17	10,060.15	
59161	05/22/17	38,642.18 002295	FIRST ALARM			78231	LNG 4/24/17	10,335.82	
59162	05/22/17	10,245.30 002952	FLYERS ENERGY LLC			78201	6/8 CHAPTER MEETING	40.00	
59163	05/22/17	62.42 003279	FRONTIER COMMUNICATIONS CORP			78210	INVENTORY ORDER	40.00	
59164	05/22/17	60.00 003286	GARY RICHARD SNYDER			78210	RPR VEH #2804	3,126.55	
59165	05/22/17	1,160.15 117	GILLIG LLC			78286	JUN 17 RETIREE SUPP	2,806.51	
59166	05/22/17	51.24 M041	GOUVEIA, ROBERT			78309	APR 17 DOT DRUG TEST	51.24	
59167	05/22/17	652.77 282	GRAINGER			78232	TIRES	984.43	
59168	05/22/17	563.77 001097	GREENWASTE RECOVERY, INC.			78281	INVENTORY ORDER	441.94	
						78282	INVENTORY ORDER	441.94	
						78299	TEMP W/E 4/30/17	445.50	
						78300	TEMP W/E 5/7/17	445.50	
						78267	FREIGHT	27.27	
						78276	APR17 SECURITY OPS	800.00	
						78277	APR 17 SECURITY ALL	37,842.18	
						78242	PROPANE	28.39	
						78243	4/15-4/30 FUEL	2,091.22	
						78288	4/16-4/30 FUEL PC	8,125.69	
						78303	5/13-6/12 SKY-OCEAN	62.42	
						78257	RPR BIKE RACK	60.00	
						78292	INVENTORY ORDER	1,160.15	
						78310	JUN 17 RETIREE SUPP	51.24	
						78233	SUPPLY ORDER	80.54	
						78234	TOOL REPLACEMENT	167.37	
						78253	REMODEL C/S WTC	394.76	
						78254	RPR RESTROOM	10.10	
						78195	APR 17 MT HERMON SVT	20.27	
						78196	APR 17 WASTE SVT	259.94	
						78298	APR17 WASTE PARACRUZ	283.56	

Attachment A

DATE 06/02/17 14:30

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

PAGE 10

DATE: 05/01/17 THRU 05/31/17

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
59169	05/22/17	14,853.27 001745		HARTFORD LIFE AND ACCIDENT INS	INS	78237	MAY 17 LIFE/AD&D	4,434.12	
59170	05/22/17	1,162.67 166		HOSE SHOP, THE INC		78238	MAY 17 LTD	10,419.15	
59171	05/22/17	366.50 003284		KEISH ENVIRONMENTAL PC CORP		78212	INVENTORY ORDER	1,107.44	
59172	05/22/17	780.64 1117		KELLEY'S SERVICE INC.		78256	INVENTORY ORDER	55.23	
59173	05/22/17	3,369.20 001233		KIMBALL MIDWEST		78296	OUTFALL MITIGATION	366.50	
59174	05/22/17	3,068.00 003276		LUTRON SERVICE INC		78216	INVENTORY ORDER	606.59	
59175	05/22/17	382.00 003249		MAXIMUM OIL SERVICE LLC		78261	INVENTORY ORDER	174.05	
59176	05/22/17	882.00 001342		MCW ASSOCIATES, INC.		78291	INVENTORY ORDER	3,369.20	
59177	05/22/17	2,337.85 003273		MGP XI REIT LLC		78297	5/3-5/2/18 SUPPORT	3,068.00	
59178	05/22/17	1,036.21 004		NORTH BAY FORD LINC-MERCURY		78215	RECYCLED OIL	382.00	
59179	05/22/17	3,219.67 009		PACIFIC GAS & ELECTRIC		78278	APR 17 SERVICES	882.00	
59180	05/22/17	51.24 M109		PEREZ, CHERYL		78203	2017 CPI JAN-MAY	328.55	
59181	05/22/17	423.00 481		PIED PIPER EXTERMINATORS, INC.		78308	JUN 17 RENT	2,009.30	
59182	05/22/17	1,036.90 187		POLAR RADIATOR SERVICE INC		78258	RPR VEH #1112 PC	1,036.21	
59183	05/22/17	193.14 882		PRINT SHOP SANTA CRUZ		78189	4/5-5/4 SVT PNR WTC	2,436.37	
59184	05/22/17	632.20 107A		PROBUILD COMPANY LLC		78270	4/7-5/8 PARACRUZ	783.30	
						78311	JUN 17 RETIREE SUPP	51.24	
						78217	MAY 17 PEST GOLFLUB	65.00	
						78259	APR 17 PEST 1200A	62.50	
						78260	APR17 PEST OPS CREEK	105.00	
						78275	DEC 16 PEST VERNON	190.50	
						78247	RPR VEH #2306	1,036.90	
						78268	BUSINESS CARDS	96.57	
						78269	BUSINESS CARDS	96.57	
						78197	REMODEL C/S WTC	42.05	
						78198	REMODEL C/S WTC	71.79	
						78199	REMODEL C/S WTC	6.33	
						78204	REMODEL C/S WTC	53.53	
						78205	REMODEL C/S WTC	11.95	
						78206	REMODEL C/S WTC	13.81	
						78207	REMODEL C/S WTC	265.84	
						78208	CREDIT REMDEL C/S WT	-110.00	
						78222	REMODEL C/S WTC	24.70	
						78249	RPR WALL SMC	21.54	
						78250	RPR DRAIN SMC	43.11	
						78251	REMODEL C/S WTC	76.40	
						78252	REMODEL C/S WTC	111.15	
						78304	APR 17 DOT DRUG TEST	175.35	
						78225	MAY 17 MAINTENANCE	593.25	
						78272	4/26-5/25 LEASE C/S	449.32	
						78312	JUN 17 RETIREE SUPP	102.49	
						78313	JUN 17 RETIREE SUPP	51.24	
						78320	REMODEL C/S WTC	56.70	
						78221	REMODEL C/S WTC	443.24	
						78223	REMODEL C/S WTC	442.57	
						78224	REMODEL C/S WTC	33.56	
59185	05/22/17	175.35 003020		QUEST DIAGNOSTIC INC.					
59186	05/22/17	593.25 001153		REPUBLIC ELEVATOR COMPANY INC					
59187	05/22/17	449.32 215		RICOH USA, INC. TX					
59188	05/22/17	102.49 M085		ROSSI, DENISE	0				
59189	05/22/17	51.24 M030		ROWE, RUBY					
59190	05/22/17	976.07 045		ROYAL WHOLESALE ELECTRIC					

Attachment A

DATE 06/02/17 14:30

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

PAGE 11

DATE: 05/01/17 THRU 05/31/17

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59191	05/22/17	237.61 135		SANTA CRUZ AUTO PARTS, INC.		78244	INVENTORY ORDER	67.19	
						78245	INVENTORY ORDER	20.47	
						78262	INVENTORY ORDER	22.63	
						78263	INVENTORY ORDER	22.44	
						78264	INVENTORY ORDER	3.88	
						78265	RPR VEH# 2220	101.00	
59192	05/22/17	10,518.13 002917		SANTA CRUZ METRO TRANSIT W/C		78306	5/1-5/15 W/C REPLENI	10,518.13	
59193	05/22/17	448.44 681		SCOTT'S BODY SHOP CORP	7	78248	RPR VEH #1113 PC	448.44	
59194	05/22/17	405.00 003337		SIGNAWEST SYSTEMS INC		78239	4/21 ALARM SERVICE	405.00	
59195	05/22/17	2,822.40 003292		SLINGSHOT CONNECTIONS LLP		78273	TEMP W/E 4/30/17	1,411.20	
						78274	TEMP W/E 5/7/17	1,411.20	
59196	05/22/17	15,487.21 001075		SOQUEL III ASSOCIATES	7	78307	JUN 17 RENT	15,487.21	
59197	05/22/17	255.30 002675		THOMSON REUTERS BARCLAYS WEST		78279	APR 17 SERVICES	255.30	
59198	05/22/17	618.45 003285		TRANSIT HOLDINGS INC		78211	INVENTORY ORDER	100.26	
						78235	INVENTORY ORDER	40.13	
						78236	RPR VEH #1301	126.63	
						78289	RPR VEH #1306	73.23	
						78290	INVENTORY ORDER	278.20	
						78266	LAUNDRY SERVICE	10.68	
59199	05/22/17	57.23 003152		UNIFIRST CORPORATION		78294	CUSTODIAL SUPPLIES	40.07	
						78295	MATS OPS	6.48	
						78194	FREIGHT	47.00	
59200	05/22/17	47.00 007		UNITED PARCEL SERVICE		78240	INVENTORY ORDER	207.53	
59201	05/22/17	1,400.56 002829		VALLEY POWER SYSTEMS, INC.		78271	INVENTORY ORDER	1,193.03	
						78241	INVENTORY ORDER	2,663.63	
59202	05/22/17	2,663.63 221		VEHICLE MAINTENANCE PROG INC	0	78202	4/2-5/1 TELECOMM PC	308.92	
59203	05/22/17	308.92 434		VERIZON WIRELESS		78219	APR 17 MAINTENANCE	275.00	
59204	05/22/17	275.00 003316		WATER TECH SPECIALTIES INC		78214	INVENTORY ORDER	2,501.11	
59205	05/22/17	2,501.11 001506		WESTERN STATES OIL CO.		78293	REMODEL C/S WTC	300.00	
59206	05/22/17	300.00 003315		WILLIAM FISHER ARCHITECTURE		78246	INVENTORY ORDER	212.05	
59207	05/22/17	212.05 002291		WINCHESTER AUTO		78305	MAR 17 DOT DRUG TEST	40.00	
59208	05/22/17	40.00 003290		WORKFORCEQA LLC		78314	JUN 17 RETIREE SUPP	51.24	
59209	05/22/17	51.24 M088		YAGI, RANDY	0	78331	TRAVEL EXPENSES	51.84	
59210	05/23/17	51.84 T307		MARQUEZ, MATTHEW		78393	INVENTORY ORDER	39.89	
59211	05/30/17	165.24 003151		ABC BUS INC		78394	INVENTORY ORDER	125.35	
						78417	RPR VEH #1116 PC	385.00	
59212	05/30/17	385.00 003089		ACTION AUTO GLASS DBA FOR		78343	INVENTORY ORDER	101.72	
59213	05/30/17	101.72 003295		AJAX WIRE SPECIALTY CO INC		78345	RPR HYDROTEK	206.50	
59214	05/30/17	206.50 192		ALWAYS UNDER PRESSURE		78378	RPR SILENT ALARM PAN	187.43	
59215	05/30/17	187.43 002363		BATTERIES PLUS #314		78347	TRAVEL REIMBURSEMENT	153.44	
59216	05/30/17	153.44 E996		BENSON, EDDIE		78404	GENERATOR MASTER PLA	1,035.00	
59217	05/30/17	9,755.00 002035		BOWMAN & WILLIAMS INC		78405	GENERATOR MASTER PLA	8,720.00	
						78403	HEAT TRANSFERS BAGS	119.90	
59218	05/30/17	119.90 001159		CATTO'S GRAPHICS, INC.		78447	MAR 17 ELEC BUS SVC	9,812.79	
59219	05/30/17	34,451.34 003320		CENTER FOR TRANSPORTATION AND		78448	APR 17 ELEC BUS SVC	24,638.55	
						78439	DMV REIMBURSEMENT	73.00	
59220	05/30/17	83.00 E1000		CHELISE, JOSHUA					

Attachment A

DATE 06/02/17 14:30

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

PAGE 12

DATE: 05/01/17 THRU 05/31/17

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59221	05/30/17	7,058.40 909	CLASSIC GRAPHICS			78440	DMV REIMBURSEMENT	10.00	
						78418	RPR VEH #2803	812.35	
						78419	RPR VEH #2803	6,246.05	
59222	05/30/17	18,305.26 001124	CLEAN ENERGY			78390	LNG 4/26/17	10,035.30	
						78391	LNG 4/28/17	8,269.96	
59223	05/30/17	703.52 E957	CLIFFORD, ALEX			78320	TRAVEL REIMBURSEMENT	218.23	
						78321	TRAVEL REIMBURSEMENT	485.29	
59224	05/30/17	2,890.00 003034	COASTAL LANDSCAPING INC. DBA			78354	MAY 17 LANDSCAPING	2,890.00	
59225	05/30/17	489.00 003256	COMCAST HOLDINGS CORPORATION			78327	133 PSA ADS	239.00	
						78328	PSA SPOT	250.00	
59226	05/30/17	295.00 367	COMMUNITY TELEVISION OF			78407	4/28 BOD MEETING	295.00	
59227	05/30/17	5,184.00 003336	CONSOLIDATED DRYWALL INC			78353	REMODEL C/S WTC	5,184.00	
59228	05/30/17	29.90 002063	COSTCO			78319	5/18-5/19 BOD MEETIN	29.90	
59229	05/30/17	10,202.20 003116	CUMMINS PACIFIC LLP			78332	RPR VEH #2220	2,961.69	
						78333	RPR VEH #2222	2,961.69	
						78334	INVENTORY ORDER	301.79	
						78335	INVENTORY ORDER	463.24	
						78412	RPR VEH #2804	92.30	
						78413	INVENTORY ORDER	3,421.49	
59230	05/30/17	64.00 002567	DEPARTMENT OF JUSTICE			78362	APR 17 FINGERPRINT	64.00	
59231	05/30/17	2,916.30 480	DIESEL MARINE ELECTRIC, INC.			78380	INVENTORY ORDER	2,916.30	
59232	05/30/17	5,498.66 003274	EAST BAY TIRE CO.			78336	TIRES	1,205.13	
						78337	TIRES	1,250.30	
						78338	TIRES	988.72	
						78339	TIRES	483.59	
						78340	TIRES	582.20	
						78341	TIRES	988.72	
59233	05/30/17	91.00 298	ERGOMETRICS& APPLIED PERSONNEL			78434	TRANSIT OP TEST	91.00	
59234	05/30/17	5,050.20 432	EXPRESS SERVICES INC.			78325	TEMP W/E 5/7/17	1,296.00	
						78326	TEMP W/E 4/30/17	1,150.20	
						78432	TEMP W/E 4/30/17	1,302.00	
						78433	TEMP W/E 5/7/17	1,302.00	
59235	05/30/17	73.00 E999	FLORES, NORMA			78438	DMV REIMBURSEMENT	73.00	
59236	05/30/17	135.00 647	GENFARE A DIV OF SPX CORP			78392	RPR PEM MACH 202	135.00	
59237	05/30/17	2,502.75 282	GRAINGER			78351	INVENTORY ORDER	253.38	
						78352	REMODEL C/S WTC	9.57	
						78363	INVENTORY ORDER	8.78	
						78364	INVENTORY ORDER	57.94	
						78365	MMF BOARD & BATTERY	1,461.85	
						78366	REMODEL C/S WTC	28.12	
						78369	REMODEL C/S WTC	367.35	
						78373	INVENTORY ORDER	128.32	
						78416	INVENTORY ORDER	215.56	
						78420	CREDIT	-28.12	
59238	05/30/17	49,727.36 003109	HANSON BRIDGETT LLP			78322	M# 032117.000003	22,102.86	
						78323	MAR 17 RETAINER	24,000.00	

Attachment A

DATE 06/02/17 14:30

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

PAGE 13

DATE: 05/01/17 THRU 05/31/17

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
59239	05/30/17	180.64 E021		HILTNER, THOMAS		78324	M# 032117.006001	3,624.50	
59240	05/30/17	431.38 166		HOSE SHOP, THE INC		78443	TRAVEL REIMBURSEMENT	180.64	
59241	05/30/17	23.35 1117		KELLEY'S SERVICE INC.		78379	INVENTORY ORDER	431.38	
59242	05/30/17	791.82 036		KELLY-MOORE PAINT CO., INC.		78358	CREDIT	-29.76	
59243	05/30/17	280.00 002990		KISMET	7	78401	FUEL INJECTOR	53.11	
59244	05/30/17	1,501.50 852		LAW OFFICES OF MARIE F. SANG	7	78385	REMODEL C/S WTC	791.82	
59245	05/30/17	208.48 003059		MAILFINANCE INC		78400	CPR TRAINING	280.00	
59246	05/30/17	13,770.72 003017		MANSFIELD OIL CO OF GAINSVILLE		78348	CL# 2001103388 03414	990.00	
59247	05/30/17	83.00 E1001		MEDINA, CESAR		78349	CL# 2010226708	330.00	
59248	05/30/17	21.80 003326		NIDAL HALABI & NADA ALGHARIB		78350	CL#11000452 11001281	181.50	
59249	05/30/17	107.71 004		NORTH BAY FORD LINC-MERCURY		78384	6/7-9/6 LEASE PC	208.48	
59250	05/30/17	546.56 043		PALACE ART & OFFICE SUPPLY		78435	DIESEL 5/9/17	13,770.72	
59251	05/30/17	358.00 481		PIED PIPER EXTERMINATORS, INC.		78441	DMV REIMBURSEMENT	73.00	
59252	05/30/17	223.32 050		PITNEY BOWES INC. RENTAL PMT		78442	DMV REIMBURSEMENT	10.00	
59253	05/30/17	2,938.26 187		POLAR RADIATOR SERVICE INC		78428	NAME PLATE	21.80	
59254	05/30/17	192.93 882		PRINT SHOP SANTA CRUZ		78361	INVENTORY ORDER	107.71	
59255	05/30/17	2,369.86 107A		PROBUILD COMPANY LLC	7	78377	OFFICE SUPPLIES	265.64	
59256	05/30/17	125.35 019		RAYNE OF SANTA CRUZ, INC.		78408	OFFICE SUPPLIES	245.26	
59257	05/30/17	938.03 003024		RICOH USA, INC CA		78409	OFFICE SUPPLIES	4.41	
59258	05/30/17	325.00 265		SAN MATEO COUNTY TRANSIT DIST.		78429	OFFICE SUPPLIES	31.25	
59259	05/30/17	646.28 135		SANTA CRUZ AUTO PARTS, INC.		78367	MAY17 PEST OPS CREEK	105.00	
59260	05/30/17	1,411.20 003292		SLINGSHOT CONNECTIONS LLP		78368	MAY 17 PEST OPS PARK	62.50	
59261	05/30/17	845.53 115		SNAP-ON INDUSTRIAL		78406	MAY 17 PEST VERNON	190.50	
59262	05/30/17	160.50 E983		SZESTOWICKI, THOMAS		78445	6/1-5/31/18 LEASE CS	223.32	
59263	05/30/17	3,240.43 003285		TRANSIT HOLDINGS INC		78426	RPR VEH #9811	200.00	
						78427	RPR VEH #2222	2,738.26	
						78316	PREPRINTED FORMS	192.93	
						78344	REMODEL C/S WTC	926.35	
						78370	REMODEL C/S WTC	42.87	
						78371	REMODEL C/S WTC	1,111.98	
						78372	MOUNTS FOR RED BAGS	42.37	
						78386	REMODEL C/S WTC	30.40	
						78387	REMODEL C/S WTC	32.53	
						78388	REMODEL C/S WTC	183.36	
						78389	SALT	125.35	
						78317	5/14-5/13/18LEASE PC	938.03	
						78329	2 TRAINING 6/5-6/9	130.00	VOIDED
						78330	3 TRAINING 6/12-6/16	195.00	
						78382	INVENTORY ORDER	335.37	
						78383	INVENTORY ORDER	89.08	
						78398	INVENTORY ORDER	82.00	
						78399	BATTERY	139.83	
						78318	TEMP W/E 5/14/17	1,411.20	
						78395	SHOP SCANNER UPDATE	845.53	
						78346	TRAVEL REIMBURSEMENT	160.50	
						78342	INVENTORY ORDER	605.15	

Attachment A

DATE 06/02/17 14:30

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

PAGE 14

DATE: 05/01/17 THRU 05/31/17

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59264	05/30/17	73.00 E998		TRENT, VICKI		78355	INVENTORY ORDER	750.52	
59265	05/30/17	1,702.00 003037		TYCO INTEGRATED SECURITY		78356	INVENTORY ORDER	1,817.59	
59266	05/30/17	630.37 003152		UNIFIRST CORPORATION		78357	RPR VEH #2602	67.17	
						78437	DMV REIMBURSEMENT	73.00	
						78421	RPR ALARM PACIFIC	1,702.00	
						78359	LAUNDRY SERVICE	14.64	
						78360	LAUNDRY SERVICE	14.64	
						78396	LAUNDRY SERVICE	207.50	
						78397	CUSTODIAL SUPPLIES	69.77	
						78410	MATS OPS	6.48	
						78411	CUSTODIAL SUPPLIES	40.07	
						78414	LAUNDRY SERVICE	207.50	
						78415	CUSTODIAL SUPPLIES	69.77	
						78436	FREIGHT	53.27	
59267	05/30/17	53.27 007		UNITED PARCEL SERVICE		78446	FENCE INSTALL DUBOIS	23,913.00	
59268	05/30/17	23,913.00 003342		UNIVERSAL CARBIDE INC		78422	INVENTORY ORDER	157.48	
59269	05/30/17	5,079.40 002829		VALLEY POWER SYSTEMS, INC.		78423	INVENTORY ORDER	3,809.02	
						78424	INVENTORY ORDER	1,112.90	
59270	05/30/17	75.00 001165		VU, THANH DR. MD	7	78402	DMV EXAM	75.00	
59271	05/30/17	37.20 002291		WINCHESTER AUTO		78381	CREDIT	-33.14	
						78430	INVENTORY ORDER	70.34	
59272	05/30/17	267.40 915		WORKIN.COM, INC.		78431	JOB PLACEMENT AD	267.40	
59273	05/30/17	828.00 003334		YP HOLDINGS LLC		78444	ANNUAL ONLINE SUBSCR	828.00	
59274	05/30/17	394.92 147		ZEE MEDICAL SERVICE CO.		78374	REPL FIRST AID KIT	73.69	
						78375	REPL FIRST AID KIT	13.83	
						78376	REPL FIRST AID KIT	307.40	
59275	05/30/17	526.68 148		ZEP SALES & SERVICE INC.		78425	INVENTORY ORDER	526.68	
59276	05/25/17	10,849.96 057		U.S. BANK		78449	*****-****-5056	7,011.01	
						78450	*****-****-4793	3,838.95	
59277	05/26/17	7,727.99 001844		BRINKS INCORPORATED		78452	JAN 17 1200B SERVICE	4,296.38	
59278	05/26/17	50.91 M039		DAVILA, ANA MARIA	0	78453	JAN 17 1200B SERVICE	3,431.61	
59279M05/31/17		2,092.80 002196		STOKES SIGNS	7	78451	NOV 16 RETIREE SUPP	50.91	
						78510	DUMP THE PUMP BUS AD	2,092.80	MANUAL

TOTAL 1,706,216.33 ACCOUNTS PAYABLE TOTAL CHECKS 318 1,706,216.33



DATE: June 23, 2017
TO: Board of Directors
FROM: Angela Aitken, Finance Manager
**SUBJECT: ACCEPT AND FILE THE YEAR TO DATE MONTHLY FINANCIAL
REPORT AS OF APRIL 30, 2017**

I. RECOMMENDED ACTION

**That the Board of Directors accept and file the Year to Date Monthly
Financial Report as of April 30, 2017.**

II. SUMMARY OF ISSUES

- An analysis of Santa Cruz Metropolitan Transit District's (METRO) financial status is prepared monthly in order to inform the Board of Directors regarding METRO's actual revenues and expenses in relation to the adopted operating and capital budgets for the fiscal year.
- This staff report is the web-accessible companion document to the attached PowerPoint presentation titled "Year to Date Monthly Financial Report as of April 30, 2017."
- Staff recommends that the Board of Directors accept and file the attached report.

III. DISCUSSION/BACKGROUND

Below are the written explanations of the various charts and graphs in the attached Year to Date Monthly Financial Report as of April 30, 2017. The fiscal year has elapsed 83%.

Slide 1

(Cover) Year to Date Monthly Financial Report as of April 30, 2017

Slide 2

FY17 Operating Revenue and Expenses for the Month Ending April 30, 2017

- Operating Revenues for the month are unfavorable by \$71K
- Operating Expenses
 - Labor Regular - favorable by \$157K
 - Labor OT - unfavorable by \$151K
 - Fringe Benefits – favorable by \$249K
 - Non-Personnel - favorable by \$69K

- Total Operating Expenses – favorable by \$324K
- Total Budget to Actual Variance - favorable by \$253K

Slide 3

FY17 Operating Revenue and Expenses Year to Date as of April 30, 2017

- Operating Revenues Year to Date are unfavorable by \$433K
- Operating Expenses
 - Labor Regular - favorable by \$736K
 - Labor OT - unfavorable by \$1,559K
 - Fringe Benefits - favorable by \$1,392K
 - Non-Personnel - favorable by \$427K
- Total Operating Expenses –favorable by \$996K

Total Budget to Actual Variance - favorable by \$563K

Slide 4

FY17 Operating Revenue by Major Funding Source - Year to Date as of April 30, 2017

- Passenger Fares- actual is \$7,970K while budget is \$9,287K
- Sales Tax Revenue- actual is \$16,657K while budget is \$16,115K
- TDA- actual is \$5,130K while the budget is \$5,026K
- Other Revenue- actual is \$532K while budget is \$494K
- Fuel Tax Credit- actual is \$284K while the budget is \$0
- STA Op Assistance- actual is \$626K while the budget is \$628K
- STIC Op Assistance- actual is \$2,084K while the budget is \$2,125K
- Federal Op Assistance- actual is \$4,372K while the budget is \$4,414K

Slide 5

Favorable/ (Unfavorable) Revenue Variance to Budget Year to Date as of April 30, 2017

- Passenger Fares variance to budget is unfavorable by \$1,317K primarily due to:
 - Passenger Fares – Regular and Bulk Purchase (decrease in bulk purchases of discounted passes from Cabrillo College). Additionally system-wide ridership year to date as of April 30, 2017 decreased 8% year-over-year due to the service reduction implemented after September 8, 2016, as well as the severe weather conditions in January and February 2017.

- Special Transit Fares and the anticipated budgeted increase from the contract with Cabrillo College. The FY17 Special Transit Fares Budget currently includes \$944K for Cabrillo oriented services (12-month commitment from Cabrillo College). The funding commitment, however, was subsequently aligned with the school year, hence will cover a 10-month period of the 2016 – 17 school year (Fall and Winter semester).
- Decreased Highway 17 Ridership as a result of increased fares (in the fall of 2015); lower fuel prices; reduced on-time performance due to increased congestion, weather conditions, as well as the service reduction implemented September 8, 2016.
- Sales Tax Revenue variance to budget is favorable by \$543K due to higher than anticipated sales.
- TDA variance to budget is favorable by \$104K due to actual revenue above estimates for FY18.
- Other Revenue variance to budget is favorable by \$38K primarily due to:
 - Other Non-Transportation Revenue – SDI withholding error refund by the County of Santa Cruz, received in April 2017.
- Fuel Tax Credit variance to budget is favorable by \$284K as the total budget for Fuel Tax Credit is recorded at the end of the fiscal year. Fuel Tax Credit is transferred to Reserves.
- STA Op Assistance variance to budget is unfavorable by \$2K due to lower allocations.
- STIC Op Assistance variance to budget is unfavorable by \$42K due to lower allocations. Updated budget projections were available after the FY17 Final budget was finalized and were not captured in the final budget document.
- Federal Op Assistance variance to budget is unfavorable by \$42K due to lower allocations.

Slide 6

FY17 Operating Expenses by Major Expense Category Year to Date as of April 30, 2017

- Labor - Regular- actual is \$12,779K while budget is \$13,515K
- Labor – OT - actual is \$2,918K while budget is \$1,359K
- Fringe Benefits - actual is \$15,837K while budget is \$17,229K
- Services - actual is \$2,304K while budget is \$2,542K
- Mobile Materials & Supplies - actual is \$2,307K while budget is \$2,342K
- Other Expenses - actual is \$1,708K while budget is \$1,862K

Slide 7

FY17 Operating Expenses by Major Expense Category Year to Date as of April 30, 2017

- Labor – Regular variance to budget is favorable by \$736K due to:
 - 5 vacant funded positions, of which 2 are on hold
 - Extended unpaid leaves of absence
- Labor – OT variance to budget is unfavorable by \$1,559K due to vacant positions and extended leaves of absence in various departments.
- Fringe Benefits variance to budget is favorable by \$1,392K primarily due to vacant funded positions and extended unpaid leaves of absence.
- Services variance to budget is favorable \$238K due to Prof & Tech Fees and Repair – Rev Vehicle under budget.
- Mobile Materials & Supplies variance to budget is favorable by \$35K.
- Other Expenses are favorable by \$154K primarily due to lower Utilities (Telecommunications) and Miscellaneous expenses.

Slide 8

FY17 Capital Budget Spending Year to Date as of April 30, 2017

- Total Capital Projects spending year to date is \$1,599K; FY17 budget is \$16.3M
 - Construction Related Projects account for 87.0% of the spending

Slide 9

FY17 Capital Budget – Excludes MetroBase Project – JKS Ops Bldg. - Spending Year to Date as of April 30, 2017

- Total Capital Projects spending year to date is \$272K; FY17 budget without JKS Ops Bldg. is \$13.4M. Spending percentages are as follows:
 - Construction Related Projects (excluding-JKS Ops Bldg) are 23.7%
 - Facilities Projects are 38.2%
 - Revenue Vehicle Replacements are 30.1%
 - Misc Projects are 6.9%
 - IT Projects are 0.6%
 - Fleet Equipment is 0.5%

Slide 10

(Cover Sheet) – Metrobase Phase II Operations Building Life of Project – Budget Adopted January 27, 2017

Spending as of June 7, 2017

Slide 11

MetroBase Phase II - Life of Project - Spending as of June 7, 2017

- Total Project Budget is \$27.4M; spending is at \$26.8M; remaining is \$0.6M; project is 98% spent

Slide 12

(Cover Sheet) - Additional Information

Slide 13

Additional Information for the Month of April 2017

- Unemployment Rate % in Santa Cruz County is 6.9%
- \$ Gasoline per Gallon for the San Francisco-Oakland-San Jose area is \$3.07
- Monthly Ridership - Without UCSC (Highway 17 and Fixed Route) has decreased slightly in April to approximately 215K riders.

Slide 14

FY17 Operating Expenses Year to Date as of May 31, 2017: Preliminary

- Operating Expenses
 - Labor Regular - favorable by \$741K
 - Labor OT - unfavorable by \$1,752K
 - Fringe Benefits - favorable by \$1,518K
 - Non-Personnel - favorable by \$739K
- Total Operating Expenses - favorable by \$1,246K

IV. FINANCIAL CONSIDERATIONS/IMPACT

Total Budget to Actual Variance for the month and year to date is favorable by \$253K and \$563K, respectively .

V. ALTERNATIVES CONSIDERED

- There are no alternatives to consider, as this is an accept and file Year to Date Monthly Financial Report.

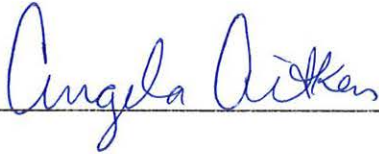
VI. ATTACHMENTS

Attachment A: Year to Date Monthly Financial Report as of April 30, 2017
Presentation

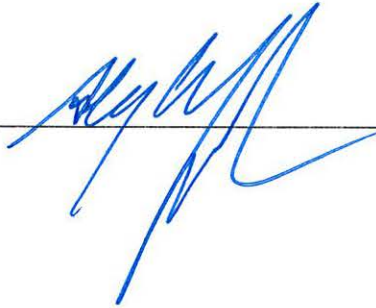
Prepared By: Kristina Mihaylova, Sr. Financial Analyst

VII. APPROVALS:

Approved as to fiscal impact:
Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager





Year to Date Monthly Financial Report as of April 30, 2017

Santa Cruz METRO Board of Directors

June 23, 2017

Angela Aitken, Finance Manager

FY17 Operating Revenue and Expenses

For the Month Ending April 30, 2017

83% of Fiscal Year Elapsed

\$ In Thousands	Actual	Budget	Budget to Actual
Operating Revenue:	\$2,300	\$2,371	(\$71)
Operating Expenses:			
Labor - Regular	\$1,194	\$1,351	\$157
Labor - Overtime	\$287	\$136	(\$151)
Fringe Benefits	\$1,474	\$1,723	\$249
Non-Personnel Expenses	\$580	\$649	\$69
Total Operating Expenses:	\$3,535	\$3,859	\$324
Operating Budget Favorable/ (Unfavorable):			\$253

9-03A.2



FY17 Operating Revenue and Expenses

Year to Date as of April 30, 2017

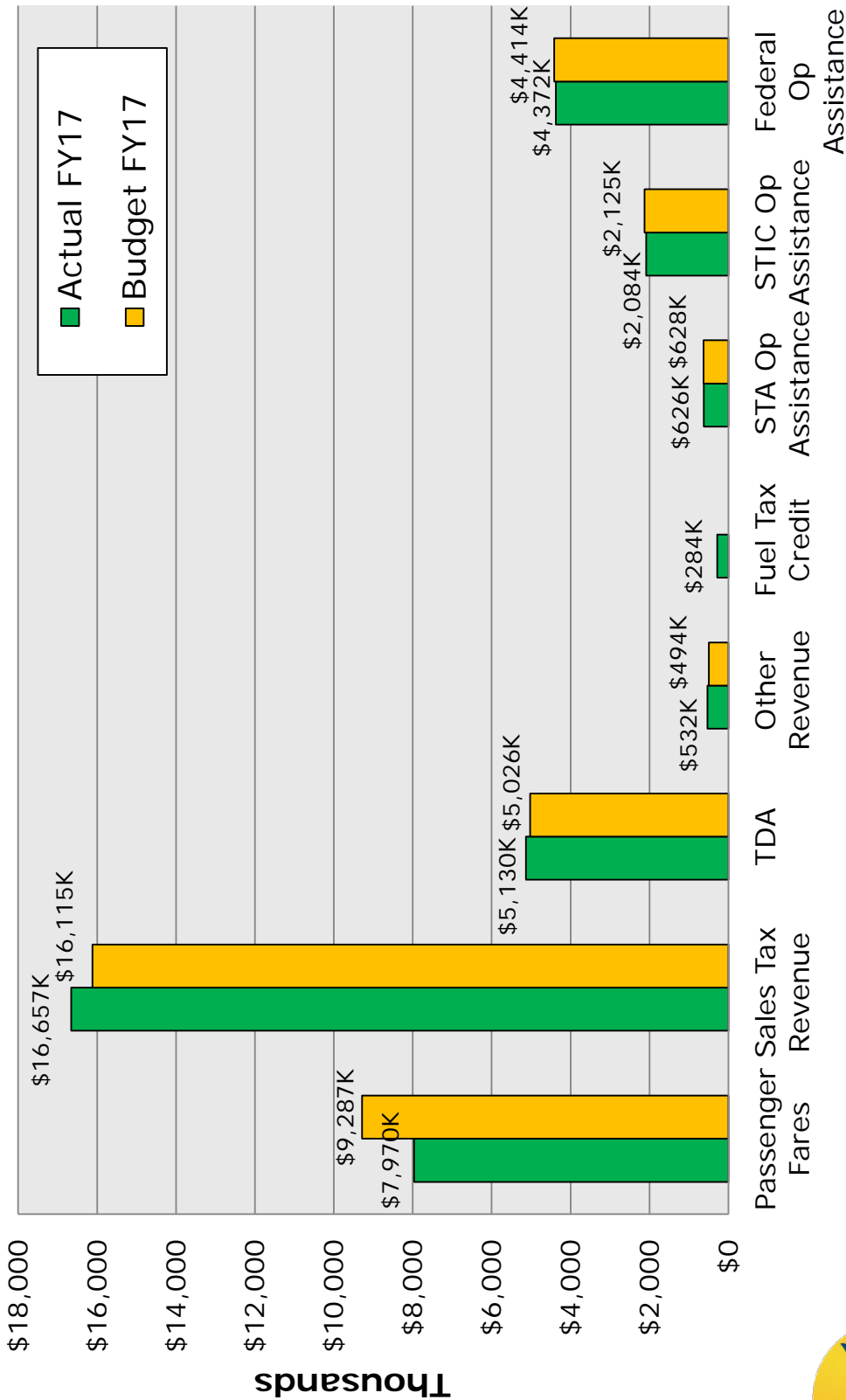
83% of Fiscal Year Elapsed

\$ In Thousands	Actual	Budget	Budget to Actual
Operating Revenue:	\$37,655	\$38,088	(\$433)
Operating Expenses:			
Labor - Regular	\$12,779	\$13,515	\$736
Labor - Overtime	\$2,918	\$1,359	(\$1,559)
Fringe Benefits	\$15,837	\$17,229	\$1,392
Non-Personnel Expenses	\$6,319	\$6,746	\$427
Total Operating Expenses:	\$37,853	\$38,849	\$996
Operating Budget Favorable/ (Unfavorable):			\$563

9-03A.3

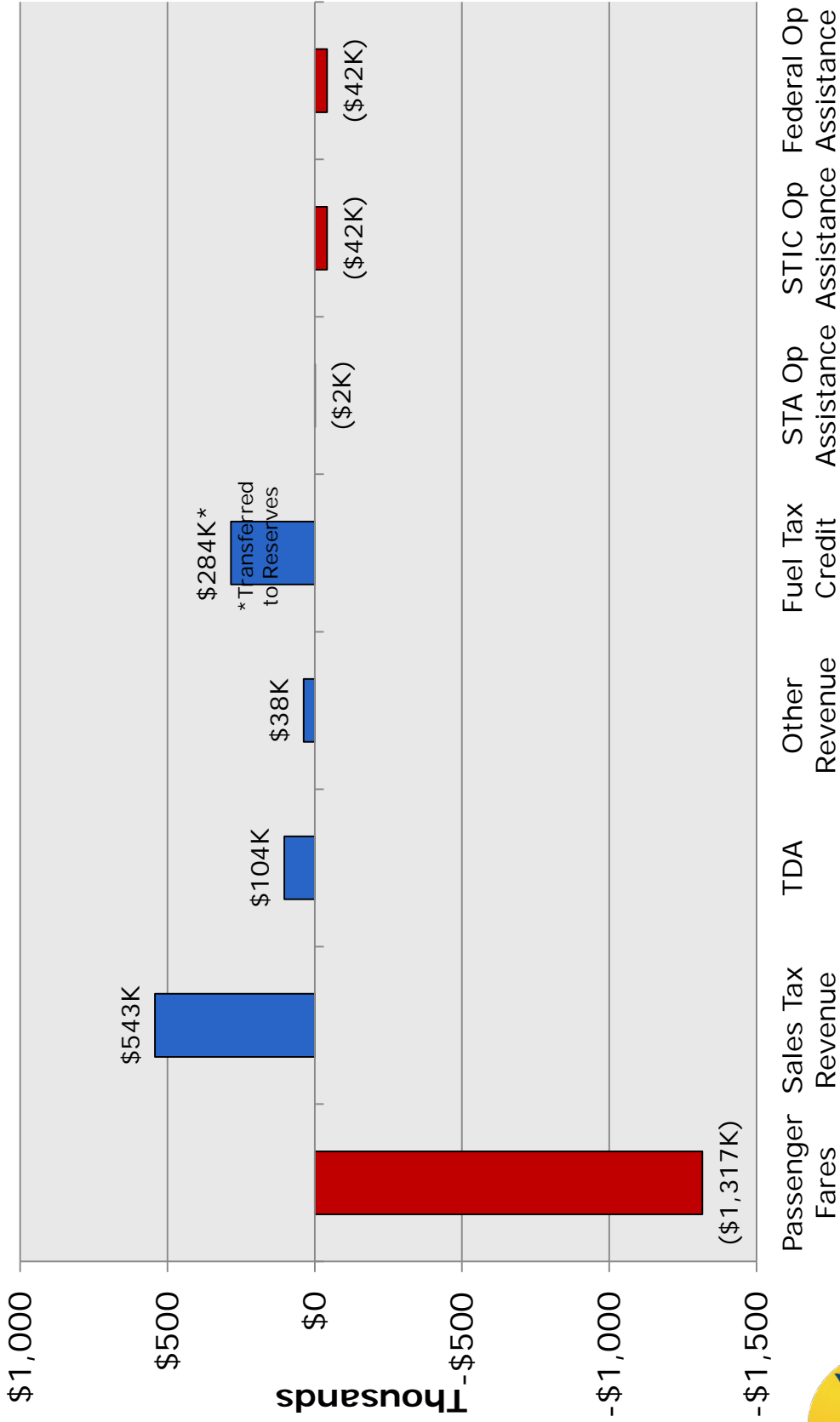


FY17 Operating Revenue by Major Funding Source
Year to Date as of April 30, 2017
 83% of Fiscal Year Elapsed



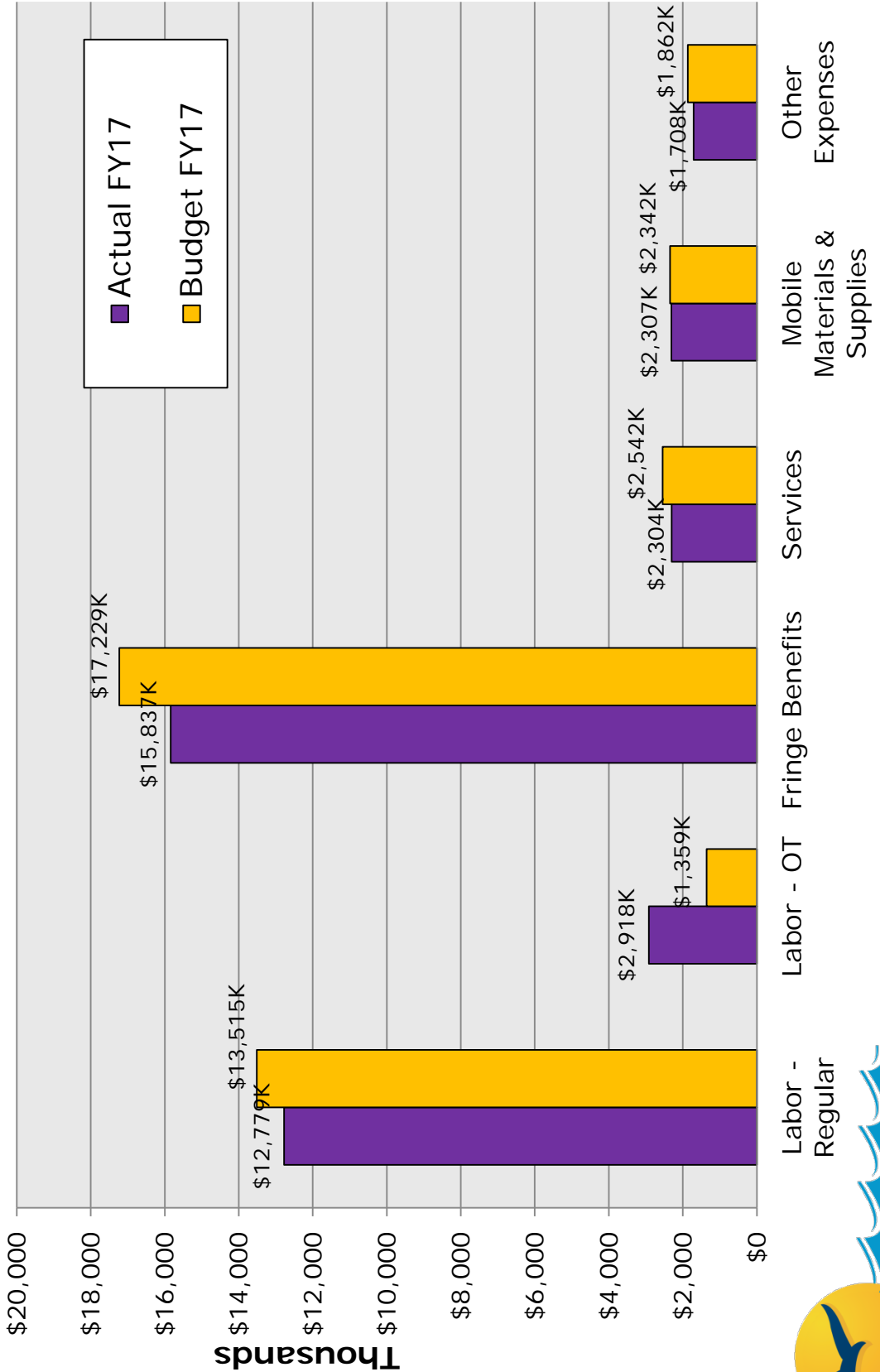
Favorable/(Unfavorable) Revenue Variance to Budget Year to Date as of April 30, 2017

83% of Fiscal Year Elapsed



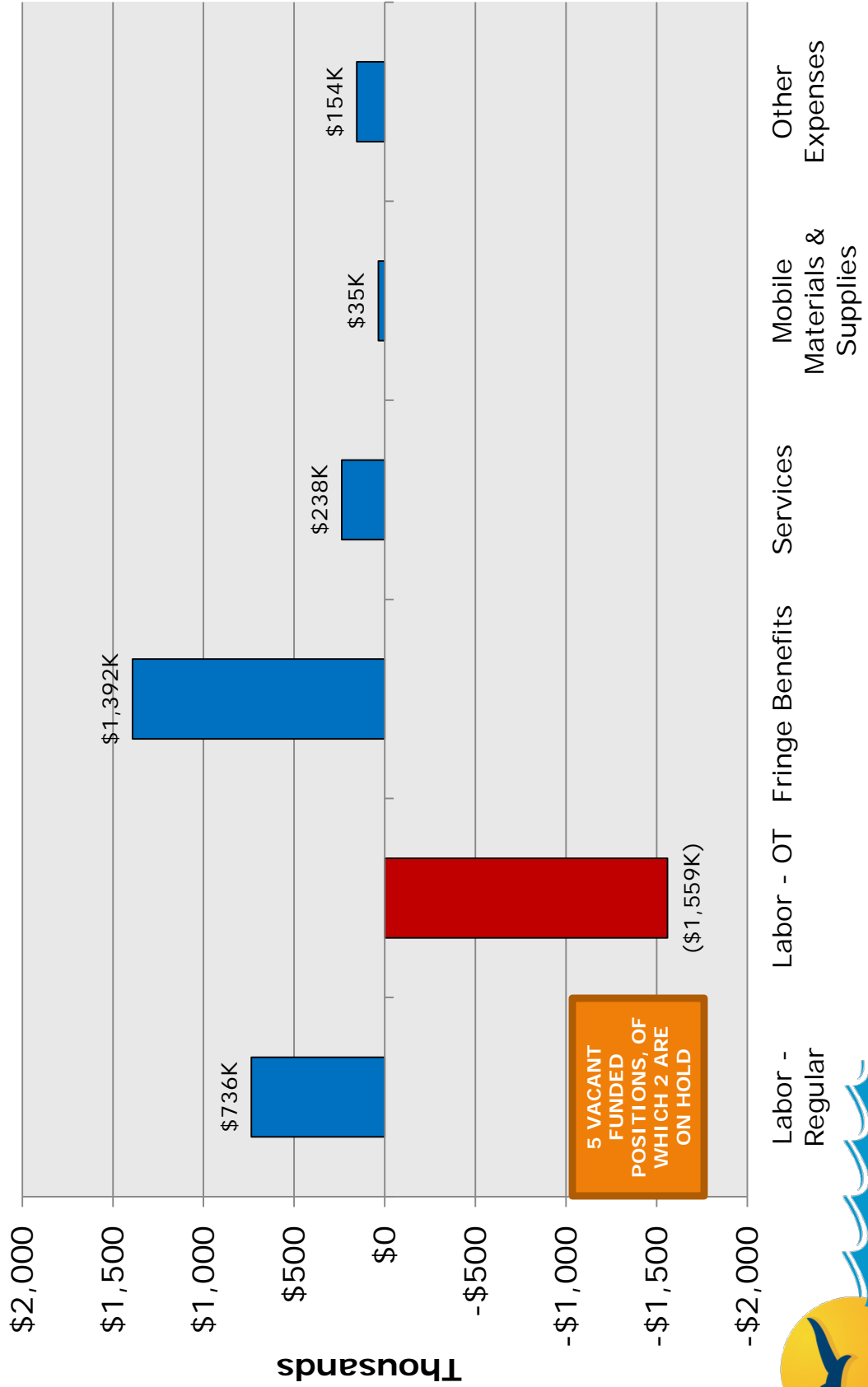
FY17 Operating Expenses by Major Expense Category
Year to Date as of April 30, 2017

83% of Fiscal Year Elapsed



Favorable/(Unfavorable) Expense Variance to Budget Year to Date as of April 30, 2017

83% of Fiscal Year Elapsed

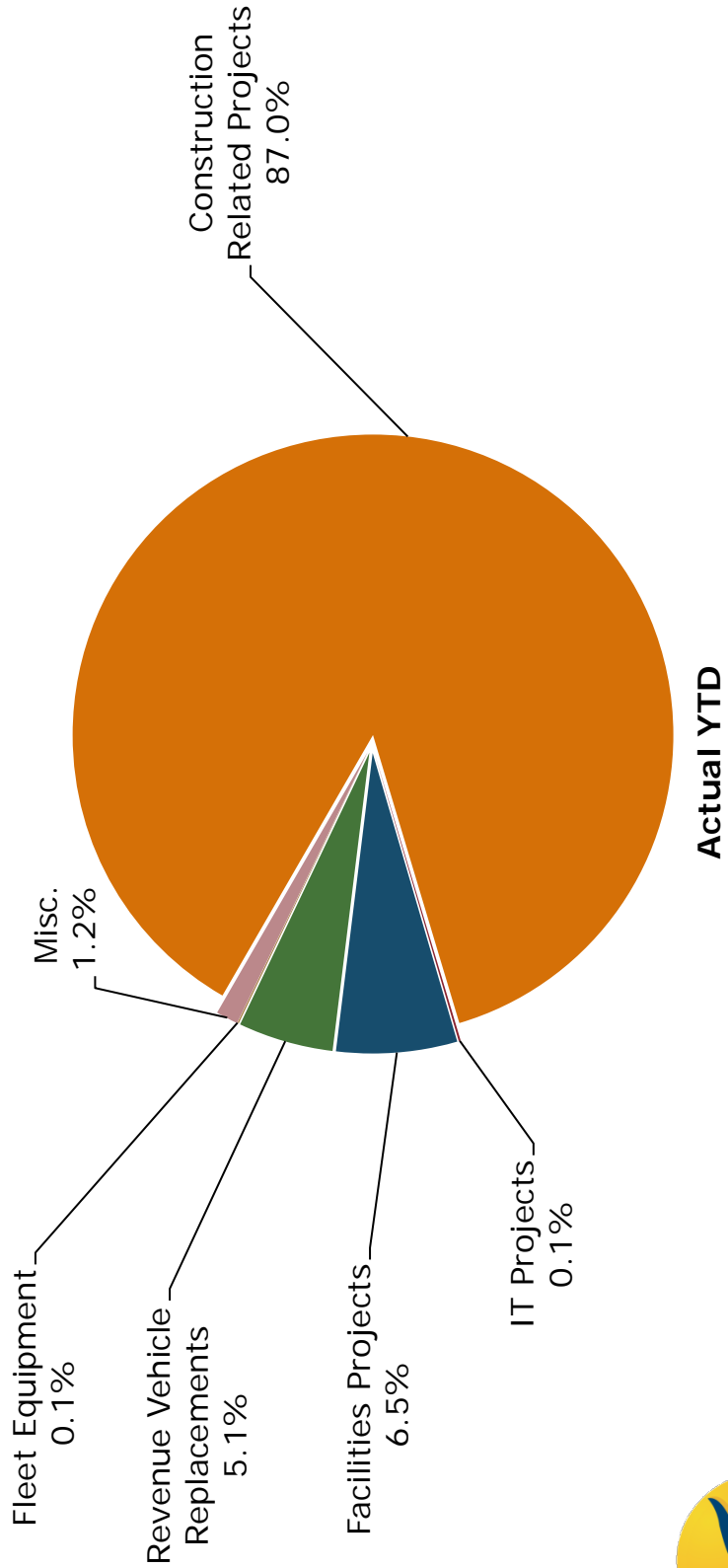


FY17 Capital Budget

Spending Year to Date as of April 30, 2017

83% of Fiscal Year Elapsed

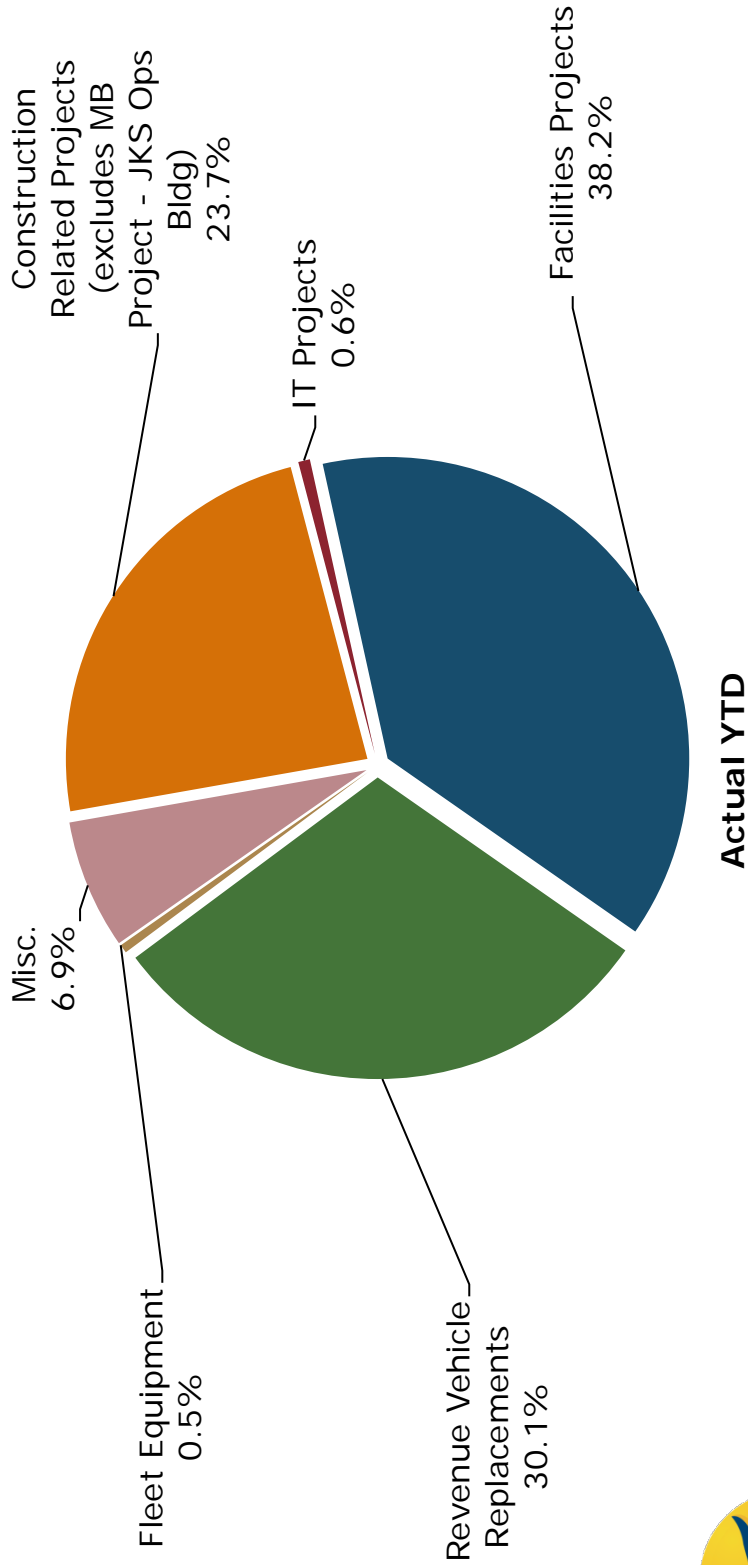
	Actual YTD	Total FY17 Budget	% Spent YTD
Total Capital Projects:	\$1,599,163	\$16,278,427	10%



FY17 Capital Budget - Excludes MetroBase Project - JKS Ops Bldg.
Spending Year to Date as of April 30, 2017

83% of Fiscal Year Elapsed

	Actual YTD	Total FY17 Budget	% Spent YTD
Total Capital Projects:	\$271,786	\$13,408,427	2.0%



9-03A.9



**MetroBase Phase II
Operations Building
Life of Project
Budget Adopted January 27, 2017
Spending as of June 7, 2017**

MetroBase Phase II - Life of Project

Spending as of June 7, 2017

\$ In Thousands	Budget	Actual	Remaining	% Spent
LCN – Prime Construction Contract	\$13,572	\$13,513	\$59	100%
Construction Contract Contingency	\$2,272	\$2,141	\$131	94%
In-House Project Management	\$653	\$650	\$3	100%
Consultant Costs (Hill Int'l., TRC and RNL)	\$6,902	\$6,879	\$23	100%
Non-Construction Contingencies	\$0	\$0	\$0	0%
Contracted Professional Services – prior to 9/26/14	\$150	\$150	\$0	100%
Additional Cost and Services (VSWs, Security, Dubois, etc.)	\$3,802	\$3,430	\$373	90%
Total:	\$27,350	\$26,761	\$589	98%

9-03A.11

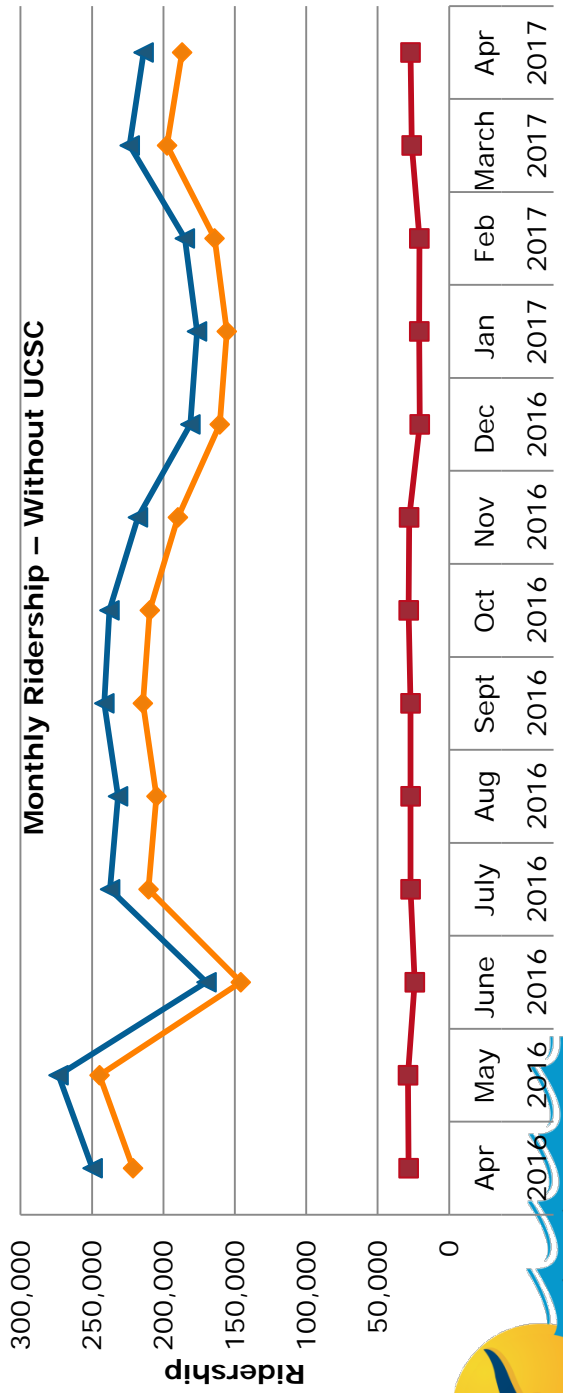
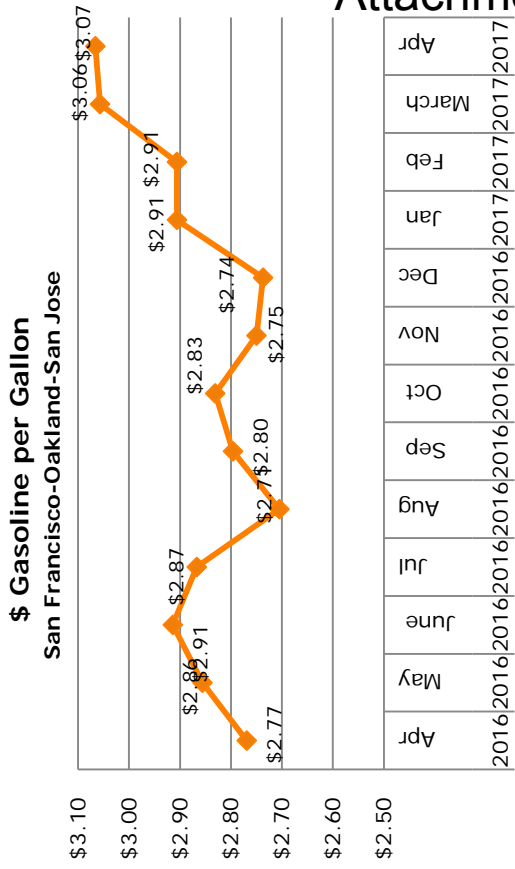
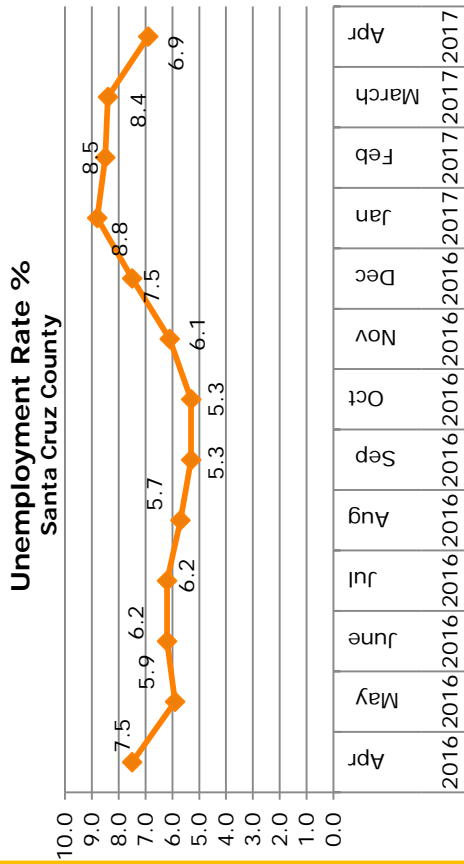


Additional Information

9-03A.12



Additional Information



FY17 Operating Expenses

Year to Date as of May 31, 2017: PRELIMINARY

92% of Fiscal Year Elapsed

\$ In Thousands	Actual	Budget	Budget to Actual Favorable/ (Unfavorable)
Operating Expenses:			
Labor - Regular	\$14,125	\$14,866	\$741
Labor - Overtime	\$3,246	\$1,494	(\$1,752)
Fringe Benefits	\$17,434	\$18,952	\$1,518
Non-Personnel Expenses	\$6,657	\$7,396	\$739
Total Operating Expenses:	\$41,462	\$42,708	\$1,246

Questions



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DATE: June 23, 2017
TO: Board of Directors
FROM: Alex Clifford, CEO/General Manager
**SUBJECT: ACCEPT AND FILE MINUTES OF THE SANTA CRUZ METRO BOARD
OF DIRECTORS MEETING OF MAY 19, 2017**

I. RECOMMENDED ACTION

That the Board of Directors Accept and File the Minutes for the Santa Cruz Metropolitan Transit District (METRO) Board of Directors Meeting of May 19, 2017

II. SUMMARY

- Staff is providing minutes from the Santa Cruz Metropolitan Transit District (METRO) Board of Directors Meeting of May 19, 2017.
- Each meeting, staff will provide minutes from the previous METRO Board of Directors meeting.

III. DISCUSSION/BACKGROUND

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

IV. FINANCIAL CONSIDERATIONS/IMPACT

None.

V. ALTERNATIVES CONSIDERED

None

VI. ATTACHMENTS

Attachment A: Draft minutes for the Board of Directors Meeting of May 19, 2017

Prepared by: Gina Pye, Executive Assistant

VII. APPROVALS:

Alex Clifford, CEO/General Manager



Attachment A



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
BOARD OF DIRECTORS AGENDA MEETING MINUTES
MAY 19, 2017 – 9:00 AM
WATSONVILLE CITY COUNCIL CHAMBERS
275 MAIN STREET
WATSONVILLE, CA 95076**

A regular meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District (METRO) was convened on Friday, May 19, 2017 at the Watsonville City Council Chambers, 271 Main Street, Watsonville, CA

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

This document has been created with accessibility in mind. With the exception of certain 3rd party and other attachments, it passes the Adobe Acrobat XI Accessibility Full Check. If you have any questions about the accessibility of this document, please email your inquiry to accessibility@scmttd.com

SECTION I: OPEN SESSION

1 CALL TO ORDER at 9:05 AM by Chair Dutra.

2 ROLL CALL: The following Directors were **present**, representing a quorum:

Director Ed Bottorff	City of Capitola
Director Cynthia Chase	City of Santa Cruz
Director Jimmy Dutra, Board Chair	City of Watsonville
Director Norm Hagen	County of Santa Cruz
Director John Leopold	County of Santa Cruz
Director Donna Lind	City of Scotts Valley
Director Cynthia Mathews	City of Santa Cruz
Director Bruce McPherson, Board Vice Chair	County of Santa Cruz
Director Oscar Rios	City of Watsonville
Director Dan Rothwell	County of Santa Cruz
Director Mike Rotkin	County of Santa Cruz
Ex-Officio Director Donna Blitzer	UC Santa Cruz <i>Arrived at 9:10AM</i>
Ex-Officio Director Liber McKee	Cabrillo College

Director Hagen was absent.

STAFF PRESENT:

Alex Clifford
Julie Sherman

METRO CEO/General Manager
METRO General Counsel

DRAFT

9-04A.1

Attachment A

3 ANNOUNCEMENTS

Chair Dutra introduced Carlos Landaverry and his Spanish Language Interpretation services. He then announced that the meeting is being televised by Community Television of Santa Cruz County. Today's Watsonville City technician is Suryel Vasquez.

Announced the following were distributed to Board members and available at the back of the room for the public:

- o Item 13 , Updated Shaw Yoder presentation
- o Wallet size contact cards for board members are being distributed to the board members.
- o News clips of interest

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

Antonio Castillo, SEIU-VMU
Erich Friedrich, AMBAG
Joan Jeffries, SEIU-SEA

4 REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION

Julie Sherman, General Counsel, announced the one closed session item as noted in Item 5 below, adding the Board may take action after the closed session dependent upon the discussion.

SECTION II: CLOSED SESSION – Recess at 9:07AM

5 CONFERENCE WITH LABOR NEGOTIATORS (GOVERNMENT CODE SECTION 54957.6)

AGENCY DESIGNATED REPRESENTATIVES: ALEX CLIFFORD, CEO/GM

JUILE SHERMAN, GENERAL COUNSEL

EMPLOYEE ORGANIZATION: SEIU, LOCAL 521

FOLLOWING THE CLOSED SESSION, THE BOARD MAY CONSIDER POTENTIAL ACTIONS TO APPROVE A SIDE LETTER AGREEMENT WITH THE SEIU.

SECTION III: RECONVENED TO OPEN SESSION at 9:29AM

Julie Sherman, General Counsel, announced the Board has unanimously approved the terms of the SEIU side agreement with SEIU. This side agreement will be formally adopted when the Board accepts the Consent Agenda.

Director Rotkin thanked the SEIU members for the work done and recognizes the mutual benefit to all parties when METRO treats its employees well.

6 BOARD OF DIRECTORS COMMENTS

Hearing no further comments, Chair Dutra moved to the next agenda item.

7 COMMUNICATIONS TO THE BOARD OF DIRECTORS

Having none, Chair Dutra moved to the next agenda item.

8 COMMUNICATIONS FROM MAC

Having none, Chair Dutra moved to the next agenda item.

DRAFT

9-04A.2

Attachment A

9 LABOR ORGANIZATION COMMUNICATIONS

Michael Rios, PSA representative, Joan Jeffries, SEA President, and Antonio Castillo, representing the VMU introduced themselves. Mr. Rios said they worked long and hard on the side agreement being approved today. He thanked the Board for their approval, noting it will save the District time and money and benefit the members.

Ms. Jeffries expressed her appreciation to the board, noting that it was a majority membership vote, not unanimous. They are taking a leap of faith in suspending some of the existing MOU language.

Mr. Castillo thanked the board for considering and approving the side agreement.

Chair Dutra thanked everyone for the teamwork.

11 ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

CONSENT AGENDA

- 12-01 ACCEPT AND FILE: PRELIMINARY APPROVED CHECK JOURNAL DETAIL FOR THE MONTH OF APRIL 2017
- 12-02 ACCEPT AND FILE: MINUTES OF THE SANTA CRUZ METRO BOARD OF DIRECTORS MEETING OF APRIL 28, 2017
- 12-03 ACCEPT AND FILE; SANTA CRUZ METRO SYSTEM RIDERSHIP REPORTS FOR THE THIRD QUARTER OF FY17
- 12-04 ACCEPT AND FILE: QUARTERLY STATUS REPORT OF ACTIVE GRANTS, GRANT APPLICATIONS AND OPPORTUNITIES FOR JANUARY – MARCH 2017
- 12-05 ACCEPT AND FILE: METRO PARACRUZ OPERATIONS STATUS REPORT FOR JANUARY, FEBRUARY AND MARCH 2017
- 12-06 ACCEPT AND FILE: THE YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF FEBRUARY 28, 2017
- 12-07 ACCEPT AND FILE: THE YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF MARCH 31, 2017
- 12-08 APPROVE: APPROVAL OF NEW CLASSIFICATION AND WAGE SCALE FOR PLANNING ANALYST
- 12-09 APPROVE: CONSIDER ADOPTING A RESOLUTION THAT AUTHORIZES THE CEO/GM TO SUBMIT A GRANT APPLICATION AND EXECUTE AGREEMENTS TO RECEIVE FUNDS FROM THE FEDERAL TRANSIT ADMINISTRATION'S LOW AND NO EMISSION BUS PROGRAM AND WHICH APPROVES THE USE OF CALIFORNIA TOLL CREDITS TO PROVIDE MATCHING FUNDS FOR THE FEDERAL GRANT

DRAFT

9-04A.3

Attachment A

12-10 APPROVE: CONSIDERATION OF A FORMAL RATIFICATION OF A SIDE LETTER AGREEMENT BETWEEN THE SERVICE EMPLOYEES INTERNATIONAL UNION, LOCAL 521, FOR THE PERIOD MAY 19, 2017 THROUGH JUNE 30, 2019

ACTION: MOTION TO ACCEPT THE CONSENT AGENDA AS PRESENTED.

MOTION: DIRECTOR LEOPOLD

SECOND: DIRECTOR ROTKIN

MOTION PASSED WITH 10 AYES (Directors Bottorff, Chase, Dutra, Leopold, Lind, Mathews, McPherson, Rios, Rothwell & Rotkin). Director Hagen was absent.

REGULAR AGENDA

13 STATE LEGISLATIVE UPDATE FROM JOSH SHAW OF SHAW/YODER/ANTWIH, INC. – SEE REVISED PRESENTATION DISTRIBUTED AT MEETING

Mr. Josh Shaw, Shaw/Yoder/Antwih, provided commentary to his presentation. Since the passage of SB1, one member of the assembly has filed paperwork to gather signatures to place an initiative on the June 2019 ballot which would undo SB1. Both sides are gearing up for the fight. Mr. Shaw requested all public agencies to document those expenditures fundable through SB1, which could be used to educate the voting public; e.g., direct mobility and congestion relief to flow as a result of SB1.

Chair Dutra asked if the initiative would require a simple majority and if it would affect funding timing.

Mr. Shaw answered yes; it would be a simple majority vote. And, no; everyone is concentrating on rolling out the programs and processes to get the funds to the agencies as soon as possible.

Director Rotkin thanked Mr. Shaw for his efforts on passing SB1. He asked if the lobbyists would remain quiet during the signature gathering period or try to dissuade signers.

Mr. Shaw said they are taking meetings with the Attorney General and other entities who have a role in evaluating the measures this week. As the technical details are fleshed out, they are considering strategy.

Director McPherson expressed his appreciation and spoke of the recent Sacramento conference where he witnessed Mr. Shaw's effectiveness. He asked METRO to write thank you notes to each supporting assembly member. SB1 votes were difficult for many. He thanked Assm. Anthony Canella, the only Republican to vote for the bill.

Mr. Shaw thanked the Board and agreed with Director McPherson's request to send thank you notes.

Chair Dutra said METRO had sent thank you letters to other representatives and provided two letters to the Pajaronian and Sentinel newspapers. He also directed METRO staff to send thank you letters.

Director Leopold asked if there were any plans to support Senator Josh Newman of Orange County with the pending recall petitions.

Mr. Shaw answered yes; many groups are strategizing and working to ensure the Democratic super majority is maintained in Sacramento.

Director Mathews requested METRO provide information Directors can then share with their various constituencies.

DRAFT

9-04A.4

Attachment A

CEO Clifford lent a note of gratitude to Mr. Shaw as the statewide Executive Director of the CTA; he's received many well deserved accolades for this 2+ year process.

Director Rios asked why this is moving to a ballot initiative.

Mr. Shaw is assuming, from public statements, that the assembly member promoting the initiative is taking the position that SB1 is an undue burden on taxpayers. We think he is underestimating the funding needs for transportation.

14 **ORAL FEDERAL LEGISLATIVE UPDATE FROM CHRIS GIGLIO OF CAPITAL EDGE**

Chris Giglio, Capital Edge, thanked the board members who recently visited DC. METRO has a great story to tell about its transit system and challenges, and did so in an effective manner. He will continue to expand on the groundwork laid during the recent visit. On the national level, METRO is considered a really good transit district; our financial problems send a message about the state of transit around the nation.

There are no promises of funding on the national level. We continue to hope for some sort of infrastructure package from DC; in fact, we anticipate receiving some very rough infrastructure guidelines within the next month. Congress knows public transportation must be part of this infrastructure package.

Congress recently approved the FY17 budget; FY18 begins on October 1. We need to be vigilant and continue talking about the benefits of the TIGER and other programs, as the current administration is recommending steep cuts across the board. Congress will likely not support this approach.

FTA has distributed its grant notice for the electric bus program. We anticipate the TIGER discretionary program and the bus and bus facilities grant programs to be funded.

Congress has been rolling back Obama-era rulings, utilizing the Congressional Review Act, which was enacted in 1996 and allows them to repeal rules from the previous year within the first legislative 60 days of a session.

Other pending legislation includes one proposed by Congressman Panetta to increase/double amount of money allocated to the STIC program. Congressman Panetta is doing a good job carrying on Congressman Farr's legacy.

Director Leopold asked if Mr. Giglio thought there was any chance of transportation being considered prior to other issues such as health care, tax reform and/or infrastructure.

Mr. Giglio answered, probably not. Congress feels strongly about the order of things; i.e., health care first, tax reform second. Tax reform potentially lessens the load for infrastructure. However, it wouldn't be surprising to see tax reform stall, as there is no consensus as to how best accomplish this.

Director Leopold said the DC landscape does seem to be incredibly fluid in a way we haven't seen before. It would be useful to be in regular contact about what's happening in DC.

Mr. Giglio said he and CEO Clifford are in constant communication.

Director Rotkin appreciates Mr. Giglio's optimism; his connections with both parties and positive nature is critical.

Vice Chair McPherson noted the meeting with Senator Dianne Feinstein's office wherein staff said METRO should be a model of how to handle this type of financial situation.

Attachment A

Mr. Giglio said APTA has been trying to highlight the advantages of Buy America/jobs to be created through public transit investment.

15 ORAL UPDATE OF WATSONVILLE MURAL PROJECT – JIMMY DUTRA, BOARD CHAIR

Chair Dutra thanked everyone for their contributions to the project at the last meeting. He has located the mural's original artist who said he is in agreement with the new mural and wants to be included in the project. The anticipated cost is approximately \$10K. We will need to apply for a grant and look at other funding opportunities through organizations such as the Pajaro Valley and Santa Cruz Arts Councils.

Director Mathews asked if the former artist is willing to paint over his existing wall and work with new artists.

Chair Dutra answered yes; he would like to document his prior work with an onsite history of the current and future murals.

16 METRO ADVISORY COMMITTEE (MAC) VACANCY

CEO Clifford noted this agenda item is required to begin a process to fill the MAC vacancy. The revised Bylaws and process require the Chair to nominate an ad hoc committee to review applications to identify a candidate to recommend to the full board.

Director Chase asked if this is a function of the Personnel/HR Standing Committee.

Julie Sherman, General Counsel, responded that would be a conflict with the Bylaws which require an ad hoc committee, although the Directors that serve on the ad hoc committee could certainly overlap with the Directors serving on the Personnel/HR Standing Committee.

ACTION: MOTION TO PERMIT BOARD CHAIR TO MAKE APPOINTMENTS

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR CHASE

MOTION PASSED WITH 10 AYES (Directors Bottorff, Chase, Dutra, Leopold, Lind, Mathews, McPherson, Rios, Rothwell & Rotkin). Director Hagen was absent.

Ad Hoc Committee Nominees were:

- Mike Rotkin
- Bruce McPherson
- Ed Bottorff
- Norm Hagen

ACTION: MOTION TO APPOINT THE NOMINEES ABOVE AND OPEN A 30 DAY RECRUITMENT PERIOD

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR CHASE

MOTION PASSED WITH 10 AYES (Directors Bottorff, Chase, Dutra, Leopold, Lind, Mathews, McPherson, Rios, Rothwell & Rotkin). Director Hagen was absent.

17 APPROVE: CONSIDER ADOPTING A RESOLUTION SETTING A GOAL TO ATTAIN A FULLY ZERO EMISSION FLEET BY 2040 AND PHASING OUT THE PURCHASE OF CNG BUSES BY 2030

Barrow Emerson, Planning and Development Manager, provided commentary to the staff report noting that the resolution will be part of the application.

DRAFT

Attachment A

In response to Vice Chair McPherson' question, Mr. Emerson answered that the CNG buses cost approximately \$580K and the electric buses almost \$1M.

Director Leopold voiced his support of the phase-out period and establishing the pathway to alternative fuel vehicles.

CEO Clifford stressed the importance of having a rationale for both the lo no and bus and bus facilities programs; we will pursue the funding to improve our infrastructure. METRO will continue working to ensure CARB is aware of the risk to public tax dollars if they force a move to electric vehicles too quickly.

ACTION: MOTION TO ADOPT A RESOLUTION SETTING A GOAL TO ATTAIN A FULLY ZERO EMISSION FLEET BY 2040 AND PHASING OUT THE PURCHASE OF CNG BUSES BY 2030 AS PRESENTED.

MOTION: DIRECTOR LEOPOLD SECOND: DIRECTOR McPHERSON

MOTION PASSED WITH 10 AYES (Directors Bottorff, Chase, Dutra, Leopold, Lind, Mathews, McPherson, Rios, Rothwell & Rotkin). Director Hagen was absent.

18 APPROVE: CONSIDERATION OF SANTA CRUZ METRO'S FY18 AND FY19 OPERATING BUDGET, FY18 CAPITAL BUDGET AND A RESOLUTION SETTING A PUBLIC HEARING ON JUNE 23, 2017

Angela Aitken, Finance Manager, provided commentary to the presentation.

Director Leopold asked if the STIC funding would end when the FastACT runs out in 2020. Will the passenger fares grow or decrease? We would hope that they increase as we improve our service, hire operators, etc.

Ms. Aitken responded that the proposed budget keeps passenger fares level. In the next couple of years, we will look at fare restructuring.

CEO Clifford added that it is METRO's assumption that STIC will continue/be renewed.

Director Rotkin suggested a symbolic gesture by METRO to demonstrate increased services as a result of Measure D. He asked what the cost of an additional operator would be.

Mr. Emerson answered the approximate combined cost of one operator (salary, benefits and miles driven per year) is \$120K annually.

CEO Clifford noted that the proposed budget adds 4 bus operator extra-board positions to improve changes of service delivery.

Director Rothwell asked if METRO has ever anticipated a surplus.

CEO Clifford responded that it is not uncommon at the end of year to have carry-over as staff is budgeted at 100% (wage and benefit costs), which results in one-time money. He cautioned using one-time money for one-time expenses. He relayed METRO's history of capital funding, structural deficit creep, and the effect on reserves, wherein there were no flexible resources to pull into the operating fund. He wants to avoid this in the future.

Director Lind agreed we need to be conservative. There are opportunities we can look at; e.g., UCSC employees' move into the Enterprise building.

Director Bottorff stated that METRO is trying to rebuild this organization, which keeps service at status quo and we can't afford any infrastructure improvements or replace any aging buses.

DRAFT

9-04A.7

Attachment A

Board of Directors Meeting Minutes
May 19, 2017
Page 9 of 9

Agency designated representative: Jimmy Dutra, Board Chair
Title/Unrepresented Employee: Alex Clifford, CEO/General Manager

Mr. Montesino spoke of continuing staffing problems. He also expressed his displeasure with management and his perception of lack of respect.

21 ANNOUNCEMENT OF NEXT MEETING: FRIDAY, JUNE 23, 2017 AT 9:00AM, SANTA CRUZ CITY COUNCIL CHAMBERS, 809 CENTER STREET, SANTA CRUZ, CA

Chair Dutra announced the next meeting as above.

Recess to closed session at 12:13PM

Reconvene at 1:45PM to Open Session. No reportable actions.

22 ADJOURNMENT

Chair Dutra adjourned the meeting at 1:47PM

Respectfully submitted,

Gina Pye
Executive Assistant

DRAFT

9-04A.9

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DATE: June 23, 2017
TO: Board of Directors
FROM: Alex Clifford, CEO/General Manager
**SUBJECT: ACCEPT AND FILE MINUTES FOR THE METRO ADVISORY
COMMITTEE (MAC) MEETING OF FEBRUARY 15, 2017**

I. RECOMMENDED ACTION

**That the Board of Directors accept and file the minutes for the METRO
Advisory Committee (MAC) meeting of February 15, 2017.**

II. SUMMARY

- Staff is providing minutes from the MAC meeting on February 15, 2017.
- Each quarter staff will provide the minutes from the previous MAC meeting.

III. DISCUSSION/BACKGROUND

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

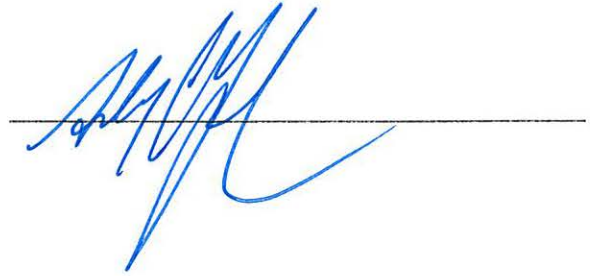
IV. ATTACHMENTS

Attachment A: Approved Minutes for the MAC meeting of
February 15, 2017

Prepared By: Donna Bauer, Administrative Assistant

V. APPROVALS:

Alex Clifford, CEO/General Manager



MINUTES

MAC MEETING OF FEBRUARY 15, 2017



The METRO Advisory Committee (MAC) met on Wednesday, February 15, 2017 in the Judy K. Souza Operations Facility Training Room located at 1200 River Street in Santa Cruz, California.

1 CALL TO ORDER

Meeting was called to order at 6:35 PM

ROLL CALL

MEMBERS PRESENT

Michael Pisano, Chair
Joseph Martinez, Vice Chair
Veronica Elsea

Naomi Gunther (Arrived 6:40 PM)
Donald Peattie
Becky Taylor

MEMBERS ABSENT

Ernestina Saldana – Excused

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

Ciro Aguirre, METRO
Barrow Emerson, METRO
Harlan Glatt, METRO

Anna Marie Gouveia, METRO
April Warnock, METRO

2 ORAL/WRITTEN COMMUNICATION

Ms. Taylor mentioned that she had been to Cruzio and spoke to someone about having WiFi on the buses or at the METRO hubs. The person she spoke with said they couldn't provide WiFi on the buses but were interested in having it at the METRO hubs. Ms. Taylor was given an email address for contacting Cruzio and gave it to Mr. Emerson, Planning and Development Manager.

Mr. Emerson added that Cruzio is not the provider of WiFi or who we'd contact to provide that service on the buses. Like many transit agencies, we don't pursue putting WiFi at transit centers under two theories: (1) All the information about the transit system is at the transit center; and, (2) Creating a hot spot where people can hang out and use WiFi is not considered a good strategy.

Ms. Taylor responded, "Okay, but people have commented in the past that it would be nice to have hot spots when waiting for the bus." Ms. Gunther added, "When you miss a bus that comes once an hour, it means you are going to be at the METRO for at least an hour. It is less frustrating waiting if you can be online."

Mr. Emerson said, "It is a policy that METRO does not see itself pursuing at the moment." Ms. Gunther said, "We've heard that before but we will continue to push back because you can wait longer at the METRO than you do riding the 17 and the 17 is the hot spot."

Chair Pisano said that other businesses use WiFi as an advertising tool. For example, McDonalds or Starbucks will give you a code to gain access to the internet. It usually is free for a certain amount of time and then you get redirected to that company's website to watch their advertising. Ms. Gunther added that she was able to do this at an airport. She got free WiFi for 45 minutes of uninterrupted use and then she had to read an ad before she was allowed to return to the internet. She could repeat this as many times as she wanted for free but she had to read an ad or pay for usage and have no advertising. It's a common model

ATTACHMENT A

Minutes – METRO Advisory Committee
February 15, 2017
Page 2 of 8

for public hot spots. Ms. Taylor thought this could encourage customers to visit the METRO website.

Ms. Gunther added, “You could have your flat page be the METRO website so people would know about your web presence. Theoretically, many people know about the website but have never visited it. The other thing I’m going to bring up to advocate for WiFi on buses is that I know some people that ride the Hwy 17 who have made arrangements with their employer to count that commute time as part of their work day because there is WiFi and they can work during that ride. When buses are on time, it takes me 45 minutes to 1.5 hours to get from my house in Live Oak to the University. If I could count part of that as my work day, it would make my life easier. This would be an enhancement that could encourage more people to take the bus as an option.”

Chair Pisano added, “Another plus is there are several restaurants or coffee shops, especially at the Pacific Station, where I’d think you would want people to come and use those establishments. Part of the reason why people go to Starbucks to have coffee is that Starbucks has WiFi. It might encourage more people to go to the transit center to buy food because they know they’ll have WiFi.” Ms. Gunther said, “We are living in a time where just more and more is expected from us. Other public transit agencies have connectivity so I will promise to keep bringing it up even though it’s not in the budget.”

Vice Chair Martinez added: (1) He suggested that we do more outreach with the Cabrillo students because some of them didn’t know their tuition included riding the bus for free and they went ahead and paid for the passes. The students tried to get reimbursed, but METRO doesn’t reimburse so they were out the money. (2) Cutting the hours at the Customer Service Booth is not helping. Ms. Warnock, Customer Service Superintendent, acknowledged Customer Service had to be closed at times in the last couple of weeks but signs were posted with the hours in the area as well as on the website.

Ms. Elsea mentioned that she got caught because the ticket vending machine was out of order and there was nobody at the booth.

Vice Chair Martinez said the Cabrillo students had gone down to the Pacific Station only to find out the booth was closed. Mr. Emerson said that METRO had done a lot of outreach--we spoke at the student orientations, we did emails, there were people there the first week of school reminding students--but no matter what we did, it didn’t reach 100% of the students.

Ms. Warnock showed the experimental tchotchkes. She shared that Alex Clifford, CEO/General Manager, has asked us to start attending First Fridays, Open Streets Santa Cruz, the County Fair and other events as they come up. She’s been working on getting together some different things--tri-colored M&M’s (in METRO’s colors) and these little containers with TicTacs in them to hand out at events.” Ms. Gunther mentioned that the City of Santa Cruz did temporary tattoos and they were popular. Ms. Warnock agreed that was a great idea and encouraged the Committee members to let her know of any other popular things that people want or would use.

Chair Pisano brought up the Measure D funds and asked when they will start coming in. Ms. Elsea said that the taxes will start in April and the funds will be distributed starting in July. One thing Chair Pisano did see as possibly being funded from Measure D was trolley service in Capitola between The Village and local parking lots. Mr. Pisano thought Capitola was trying to do the same thing as what the Santa Cruz trolley service did. He thought it would be great if there was a way to connect them. Ms. Taylor thought it’d be a good idea if

ATTACHMENT A

Minutes – METRO Advisory Committee

February 15, 2017

Page 3 of 8

the downtown trolley went all the way to the Capitola parking lot. Chair Pisano thought the trolley drivers were METRO Bus Operators but Mr. Emerson said they were not—METRO has nothing to do with that service but thought it was an interesting concept.

3 ACCEPT & FILE MINUTES FROM THE METRO ADVISORY COMMITTEE MEETING OF NOVEMBER 16, 2016

MOTION: ACCEPT & FILE MINUTES FROM THE METRO ADVISORY COMMITTEE MEETING OF NOVEMBER 16, 2016

MOTION: ELSEA

SECOND: GUNTHER

MOTION: CARRIED – UNANIMOUS

4 COMMUNICATIONS FROM METRO ADVISORY COMMITTEE

Ms. Elsea mentioned that she attended the December 2016 Board of Directors meeting and gave the MAC presentation to complete her tenure in 2016 as previous Chair. She focused on the list of things MAC had accomplished under her chairmanship and a little bit about the things we had on our radar for the upcoming year, as well as announcing who the upcoming Chair and Vice Chair would be. She said, “The Board of Directors were pleased on how MAC has conducted itself and for the work we’ve been doing.”

Ms. Gunther mentioned that she had an item to introduce but would have to provide more details as she obtained them. Ms. Gunther manages a group of 20-30 student employees and asks them on the day of the MAC meetings if they or their friends want to raise any issues at the MAC meeting. One student asked if Ms. Gunther knew about the UCSC petition to the METRO. However, the student wasn’t able to provide details prior to this MAC meeting. Mr. Emerson thought it was about requesting more Westside service. He is currently investigating all of the trips METRO runs to UCSC and considering whether it is possible to shift some Route 15 trips to Route 20 trips. Ms. Gunther said she’d get more specifics and send Mr. Emerson the information when she got it.

Vice Chair Martinez was wondering when the new Bus Operators will start and if that will help in reducing routes getting cut, dropped, or missed because of staffing issues. Anna Marie Gouveia, Superintendent of Fixed Route, said the start day is March 6th and that is the goal.

5 UPDATE ON MODIFICATIONS TO ONLINE FORMS

Mr. Harlan Glatt, Sr. Database Administrator, displayed his checklist of items from the last meeting (see Attachment A) detailing what was requested from MAC and reported that all had been accomplished except one. Ms. Elsea recommended that Mr. Glatt go through the list and verify which ones were doable and which one was not. Mr. Glatt responded the only item not implemented was “prefill subject line on all forms (if possible, but precludes user from entering their own subject).” He felt it was helpful to have that option so left it and Ms. Elsea agreed. The items completed were:

- Priority level set to “Normal” on all forms (not low)
- Add “Preferred method of contacting you” to all forms
- Bus number added to Lost and Found form
- Add ParaCruz Customer Service form to the Customer Service menu
- Remove “attachments” on Accessible Information Request
- ADA Complaint, change title to ADA 504 Complaint (as opposed to ADA 508 website accessibility, ADA general)

ATTACHMENT A

- Title VI: add Santa Cruz METRO policy category: “Disability” and “Other” (with field to write in)
- Customer service location (remove setting of “required field”)
- Add drop box to “Choose Location” on Customer Service form to include:
 1. Street & Cross street
 2. By Telephone
 3. At Transit Center
 4. On METRO Bus
 5. Other Location (enter in next field)
 6. At Bus Stop (include Stop ID in next field)

Ms. Elsea asked to see the Customer Service form. Ms. Gunther suggested that the default be “Suggestion” instead of “Complaint.” She said, “Most people won’t change it so you don’t want to have a high number of complaints. If they really are complaining, they won’t mind taking the extra step of changing it.”

Chair Pisano liked that “N/A” could be typed into the required fields. Mr. Glatt said that any text can be typed into the required fields.

Chair Pisano liked the statement on the Lost & Found form that states “This is for Lost & Found only. For all other issues or incidents with METRO Bus Service, please submit a Customer Service Report (with a link to that page)” and said that having that link was very thoughtful and helpful.

Vice Chair Martinez asked where could you pick up an item if you left it on a ParaCruz vehicle. Mr. Glatt went to the cover page for Lost & Found and went over the list of instructions. Ms. Warnock said the process is a little different for ParaCruz. If something is left on a ParaCruz vehicle like medicine, we try to return it. If it is a phone or wallet, it is bagged up and we allow people to come to ParaCruz the evening after the operators return, to sign a sheet and pick it up. If it is not one of those circumstances or if they don’t want to pick it up, it is brought to the Lost & Found at the Pacific Station. Mr. Glatt suggested Ms. Warnock give him a statement to post on the web page regarding the process for ParaCruz Lost & Found items.

Ms. Gunther asked Mr. Glatt if it is possible to add a link to the verbage “Customer Service during business hours” so people can click on that and know what the business hours are. Mr. Glatt said that was doable.

Later in this meeting, Mr. Glatt was able to show the Committee members that these additional changes being requested had been completed.

6 SERVICE PLANNING UPDATE

Mr. Emerson handed out the Quarterly System Ridership Summary and Quarterly Average Ridership by Route Report (see Attachment B) – both for the quarterly period of October 1 – December 31, 2016). Mr. Emerson started with the Quarterly System Ridership Summary.

- Breaking the numbers down:
 - Hwy. 17 was down 8.4% and is 6% of all the ridership. We’ve been down on ridership for 16 consecutive months. Due to the high incidences of mechanical failure, congestion and dropped trips, many Hwy. 17 riders opted out and returned to their cars taking advantage of lower gas prices.

ATTACHMENT A

- UCSC was down 4% and is 47% of all of the ridership. The ridership change is due to two less service days this year in comparison to last year.

Ms. Gunther pointed out that UCSC had a month long break from December 9, 2016 to January 9, 2017 (this was a longer break than in previous years) and felt this impacted the numbers. All of the students were gone from between a week and 1.5 weeks longer than in previous years.

Chair Pisano added that without the students, there was less staff on campus during this time frame. An example would be the dining staff. Without students to feed, the dining staff was not required to be there. The campus in general was down to a skeleton crew. In addition, there has been the move from the Delaware Avenue campus site to Scotts Valley with the last group moving March 1st, 2017. That is a total of 500 positions that could impact the numbers.

Ms. Gunther added that there have been so many missed routes and the buses are later than usual. For her, it means that she changes her work schedule because the bus that she would have taken was so late that it was worth it to her to adjust her work schedule. However, for many people, that is not an option. She felt once METRO is fully staffed, METRO may regain that lost ridership.

Mr. Emerson mentioned that Larry Pageler, UCSC Director of Transportation and Parking Services, had commented that his parking pass demand is up. Students left school last year hearing that the reduction was coming; they heard about it in the summer and so they came back with a car and got a pass. The irony is we hardly cut UCSC service but the students made that choice before they got back to school.

- The weather in December caused dropped and delayed trips.
- Discounted passes were down 15%. ParaCruz ridership was up over 8%. Lyft's ridership is up as well.
- Nondiscounted passes were down 30%. We think the cause is the Cabrillo student pass program. We lost 650 passes sold in this three month period. In addition to selling discounted passes to students, there is also a TVM machine on the campus. We reviewed the sales of the year before and learned that we were getting about \$5,000 a month and now we are at \$2,000 a month.

Chair Pisano asked what the difference is between Local Pass Usage and Cruz Cash Usage. Mr. Emerson explained that the local passes are for units of trips or of time as opposed to just a cash card that you reload and you end up paying full cash value. For example, the Hwy. 17 is Local Pass Usage that is for units of time or trips (31 days, X rides) and they are discounted. Cruz Cash makes boarding easier and faster without having to carry cash. There is no discount unless you qualify for the senior discount.

Mr. Emerson referred to the second handout, Quarterly Average Ridership by Route Report. This report was created to track the average boardings per trip on all the routes. Vice Chair Martinez inquired about Route 79 and asked if that was even worth continuing. Mr. Emerson said it is on our radar and what we have to figure out is how we can serve those few people.

ATTACHMENT A

Minutes – METRO Advisory Committee
February 15, 2017
Page 6 of 8

Chair Pisano mentioned that the Scotts Valley Center is working on Geo Fence Uber rides for the students. The Center has zip cars but no one is using them right now because of the cost. Also, there are Zimrides.

Chair Pisano asked if Mr. Emerson talked to Mr. Pageler about the shuttle buses having the Slug Stop app available. Mr. Emerson said that he did but the concept behind Slug Stop is geographically oriented to the campus only. It is a triangulation of the geographies so we just can't add the transponder on our buses because once you're off campus, it doesn't work. Ms. Gunther added that even if this is coverage only for the campus, it would be really useful for campus riders. Chair Pisano agreed.

Mr. Emerson mentioned that in November Ms. Gunther noted the concern about on-time performance. As a result, we sent out students to do surveys. When we adjusted the times on December 15th, we had fewer complaints and we were making the times.

Spring service starts on March 9, 2017. The only major change was on Hwy 17. We moved the early morning trip to an earlier time so that it could make a Caltrain connection. We adjusted an evening trip leaving San Jose so that it could get back to Scotts Valley to make a connection. Route 3 now goes to Long Marine Lab on every trip. All of these changes will be noted in the new Headways and at the website.

Ms. Gunther asked about the Safeway addition. She mentioned that she was hearing good feedback. Mr. Emerson said it got off to a slow start but now people have adjusted.

Ms. Taylor recommended that Route 4 be changed back to the time it used to be because it goes to some sensitive areas and the people getting on and off are kind of fragile. Mr. Emerson said that Route 4 was adjusted so that people who work at the Emeline location could get to and from there and be able to put in an 8-hour shift. We worked directly with the Emeline employees and lined up the schedule with their start times.

Chair Pisano asked if there was any reason why the buses from the METRO don't pick up people going back this way. Mr. Emerson said they are thinking of putting some buses in service on this leg to help cover the Route 4. We have to figure out which ones, how many, etc.

Chair Pisano had a concern about Route 35A. There is a bus stop at Granite Creek and Meadow Way that buses do not stop at and he was wondering if there was a way to get the 35A to stop there on the outbound. It currently gets off Granite Creek and loops over the overpass and then stops in front of Kaiser on Scotts Valley Drive. Chair Pisano said it would only be a 5 minute walk to the Scotts Valley Center from Granite Creek and Meadow Way. But now the bus stops on Scotts Valley Drive and people don't want to walk across the overpass because they are afraid of heights. There are 500 people over at the new location that used to be at the Shaffer Road/Delaware location. Mr. Emerson said he would look at it and see if there is an option.

Ms. Gouveia offered a little history on that bus stop. It was basically utilized by Route 30 and the Burlwood Loop. At this time there is no area to turn around in. Chair Pisano mentioned that there was a huge parking lot across the bus stop at Gateway Bible Church. Ms. Gouveia replied, "Schools tend to frown on buses using their lot. We would need to do the Burlwood loop as we did before which would mean driving through the neighborhoods." Ms. Gouveia told Mr. Emerson that there was discussion about going up to the pullout at the old Santa's Village site. Mr. Emerson said he'd look into it.

ATTACHMENT A

7 DISCUSS TIMELINESS OF ROUTE ALERTS

Ms. Gouveia said there have been some concerns regarding the alerts that go out and whether or not we can get them out in a more timely fashion. Several things come into play—staffing levels, weather, and now it is flu season. When we have low staffing levels, there is the option of having Bus Operators working overtime. If Bus Operators can do that, we utilize them. If we put a service alert out saying a route won't run because we are short-staffed and then we can cover the shift, riders have already found alternative transportation. It would be great to put out the service alerts earlier but we can cover half of those shifts so it's kind of a Catch 22.

Ms. Elsea recommended changing the tense of the messages that go out. She found it disconcerting to get a message saying "The 4:40 Route 17 will not run." and getting it at 6:20. Perhaps making a simple grammar change to "No 4:40 Route 17 today." Ms. Taylor suggested instead of "will not run", try "is not running." Ms. Elsea said anything short will save the Dispatcher time and characters. She thought it would help METRO in terms of reducing complaints. Mr. Glatt mentioned that everyone has a different writing style and suggested setting a style guideline on how to phrase the communications.

Ms. Elsea suggested there should also be a cutoff time as to releasing texts late in the day. She mentioned that she has a medical app on her phone that has voice-over so that it talks to her. She needs to keep her phone near her and one night a METRO text came in at midnight saying "Inclement weather coming in. Please rearrange your..." She acknowledged that it was a good, general message to send out but was concerned with the timing. Chair Pisano said that's a really nice courtesy for people but midnight might be a bit late. COO Aguirre suggested that Dispatch probably got a late announcement and decided to put it on govdelivery because their instructions are to try and get as much information out as soon as possible.

Vice Chair Martinez commented that some of the Dispatchers are pretty fast in getting messages sent out. He got a text that the "6:22 on Route 16 was canceled." and it came in at 6:29. Ms. Gunther said it is a great service; we would rather have it than not have it.

Chair Pisano said he finds the alerts very useful, especially for the times when he does drive and gets those notices early. That allows him to change his route. He's hearing it from the METRO before anyone else, which is really nice.

COO Aguirre added, "The complication that we run into is that we try to get something out if there is going to be more than a 15-20 minute delay. A lot of times, especially recently, Dispatch is trying to coordinate so much service that is being dropped and trying to piece it all together that they concentrate on that rather than actually sending text messages out." Ms. Gunther asked, "So you have to manually type the message in...you can't use scripts?" Mr. Glatt replied, "More advanced software would have some things triggered by the actions of the Dispatcher and the Hastus dispatching software, but we can't afford that. Ms. Gunther addressed COO Aguirre, "So Ms. Elsea's suggestion to use fewer words would be beneficial. It will be quicker to type and be less aggravating to the end user."

Mr. Glatt said the Dispatchers usually put out a one-liner so they can get on with the more important logistics. Ms. Gunther said, "Tell them that MAC is appreciative of their work. Please provide that feedback because it's a hard job."

COO Aguirre then handed out the apology letter from Alex Clifford (see Attachment C) that went out to all customers on govdelivery and hard copies were placed on the buses to reach as many customers as possible.

ATTACHMENT A

Minutes – METRO Advisory Committee
February 15, 2017
Page 8 of 8

8 COMMUNICATIONS TO THE SANTA CRUZ METRO CEO

None

9 COMMUNICATIONS TO THE SANTA CRUZ METRO BOARD OF DIRECTORS

None

10 ITEMS FOR NEXT MEETING AGENDA

- FY18 Final Budget
- Spring Service Followup
- County Fair
- Bus Operators – Not Kneeling Buses When Passengers Exit
- Staffing Shortages/Dropped Routes

11 DISTRIBUTION OF VOUCHER

Distributed by Ciro Aguirre, COO

12 ADJOURNMENT

Meeting adjourned at 8:05 PM by Chair Pisano.

Respectfully submitted,
Donna Bauer
Administrative Assistant

Checklist of Corrections to Customer Service Forms on the Website

From: Harlan I. Glatt

Sent: Wednesday, November 16, 2016 7:32 PM

To: Harlan I. Glatt

Subject: form change order

- DONE
 - Priority normal on all forms (not low).
 - Preferred method of contact on all forms
 - Bus number on lost and found
 - Add paracruz form to cs menu
 - No Attachments on accessibility
 - ADA Complaint, change title to ADA 504 (as opposed to ADA 508 website accessibility, ADA general)
 - Title vi: add sc metro policy category: "Disability" and Other (with field to write in)
 - Customer service location (remove setting of "required field")
 - Location type
 1. Street Cross street
 2. Telephone
 3. Transit Center
 4. On METRO Bus
 5. Other
 6. At Bus Stop (include Stop ID in next field)
 - 7.
- NOT RECOMMENDED
 - Prefill subject line on all forms (is possible, but precludes user from entering their own subject)

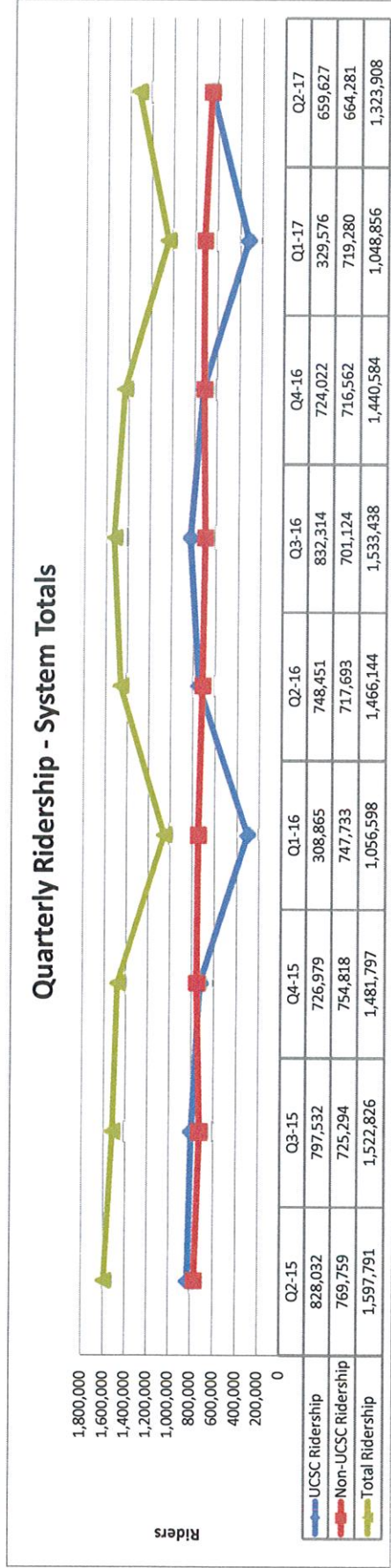
Quarterly System Ridership Summary

FY17 Q2 (October 1, 2016 - December 31, 2016)

Calendar Operating Days		Discounted Fare and Pass Usage (Senior/Disabled)			Full Price Pass Usage						
This Year	Last Year	Quarterly Totals (Q2)		This Year	Last Year	Quarterly Totals (Q2)					
		Year	Diff			% Chg	Year	Diff	% Chg		
Weekdays	65	67	Local Single Cash Fare	52,430	57,447	-5,017	-8.7%	116,498	178,506	-62,008	-34.7%
Weekends	27	26	Hwy 17 Single Cash Fare	6,063	6,243	-180	-2.9%	23,448	25,986	-2,538	-9.8%
UCSC School Days	46	48	Local Pass Usage	100,157	124,099	-23,942	-19.3%	11,520	14,416	-2,896	-20.1%
Total Fare & Pass Usage			Total Fare & Pass Usage	158,650	187,789	-29,139	-15.5%	151,466	218,908	-67,442	-30.8%

Quarterly System Totals				
This Year	Last Year	Quarterly Totals (Q2)		
		Year	Diff	% Change
Local Fixed Route	1,247,094	1,382,325	-135,231	-9.8%
Highway 17 Express	76,814	83,819	-7,005	-8.4%
System Total	1,323,908	1,466,144	-142,236	-9.7%

Quarterly UCSC Totals				
This Year	Last Year*	UCSC Quarterly Ridership Totals (Q2)		
		Year	Diff	% Change
Students	656047	681329	-25282	-4%
Staff & Faculty	31766	34708	-2942	-8%
Total	687813	716,037	-28,224	-4%



Quarterly Average Ridership by Route Report

Route	Corridor	Average Weekday Ridership per Trip				Average Weekend Ridership per Trip					
		Riders	UCSC Riders	Cabrillo Riders	Discount Fare and Pass Usage	Regular Pass Usage	UCSC Riders	Cabrillo Riders	Discount Fare and Pass Usage	Regular Pass Usage	
10	UCSC via High St.	53	51	0	1	1	49	46	0	1	1
15	UCSC via Laurel West	56	54	0	1	1	73	68	0	0	0
16	UCSC via Laurel East	60	57	0	1	0	71	68	0	1	1
16ST	UCSC via Laurel East Supp.						60	55	0	1	1
19	UCSC via Lower Bay	49	45	1	1	1	55	21	0	0	0
20	UCSC via West Side	43	36	1	1	2					
20D	UCSC via West Side Supp.	57	56	0	0	0					
UCSC											
35/35A	Santa Cruz/Scotts Valley/SLV	19	1	1	4	7	18	1	1	5	5
69A	Capitola Road/Watsonville	28	2	2	9	5	27	4	1	7	4
69W	Cap. Road/Cabrillo/Watsonville	31	2	6	7	6	27	3	2	7	5
71	Santa Cruz to Watsonville	32	2	6	8	6	31	1	2	9	6
91X	Santa Cruz/Watsonville Express	22	1	10	3	3					
Rural											
33	Lompico SLV/Felton Faire	10	0	0	0	5					
34	South Felton	1	0	0	0	0					
40	Davenport/North Coast	23	1	0	2	11					
41	Bonny Doon	11	2	1	2	4					
42	Davenport/Bonny Doon	16	2	0	2	5	14	3	0	4	3
Local											
3	Mission/Beach	14	3	1	4	3	11	3	1	4	1
4	Harvey West/Emeline	16	1	1	9	4	6	0	0	3	1
55	Rio Del Mar	16	0	7	4	2	12	2	1	4	2
66	Live Oak via 17th	18	3	1	5	4	11	3	1	4	2
68	Like Oak via Broadway/Portola	15	3	1	4	3	9	0	0	4	1
72	Watsonville Hospital/Pinto Lake	14	0	1	4	3	16	0	1	6	2
74S	PVHS/Watsonville Hospital	21	0	1	1	5	4	0	0	1	1
75	Green Valley Road	19	0	2	7	3	4	0	1	6	2
79	Pajaro/East Lake	8	0	0	3	1					
Highway 17											
Hwy 17	Hwy 17 Express	37	-	-	3	16	20	-	-	1	2
System-wide Avg. Riders per Trip		33	17	2	4	4	31	10	1	3	2

12 Weeks of SJSU
11 Weeks of Cabrillo
10 Weeks of UCSC

ATTACHMENT A

ATTACHMENT C

*Santa Cruz Metropolitan
Transit District*

Letter to Santa Cruz METRO's Customers



February 15, 2017

Dear Santa Cruz METRO Customers:

Over the past several months we have experienced numerous days in which we were unable to provide all the service we promised. If you receive our service alerts, you have likely noticed that the extreme delays and loss of service resulted from a combination of bus operator shortages, police actions, and weather. If you are not currently subscribed to receive service alerts, you can do so at this link: <https://public.govdelivery.com/accounts/CASCMT/subscriber/new>

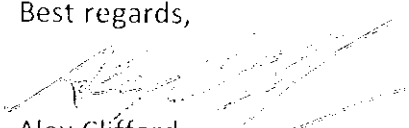
First and foremost, please accept my apology for the delays and loss of service. At every level in this organization, we are committed to deliver 100% of the service we promise. Unfortunately, we have had several days in which police activity, traffic accidents and weather related problems, such as landslides, road washouts, downed trees and power lines, have all challenged our ability to provide the quality service you expect from METRO. Additionally, road and highway closures push traffic onto other streets, creating congestion that impacts our service delivery.

Another factor to consider is that METRO, like nearly all bus agencies in the nation, utilize a route concept called interlining. Very simplistically said, interlining means that a bus operator may drive on two or more routes over the course of their workday. If an operator is scheduled to interline from their current route to another route, and they are running late, METRO will provide a notice to our customers that we will be unable to provide that trip due to staffing shortages. When this happens, the next bus servicing your stop may be anywhere from 15 minutes to 60 minutes late. There are also legal limits as to how long a bus operator can be behind the wheel. Therefore, a bus operator caught in traffic may have to be taken out of service before finishing all the assigned work, which also results in a staffing shortage.

Finally, we are budgeted for 146 positions and we currently have eight vacancies. We are actively working to resolve this shortage and hope to have new bus operators aboard and trained by June. There are some other daily challenges that may result in staff shortages, such as illnesses. We are working to adjust the way we do business so that we can better absorb some of these day-to-day challenges.

Again, please accept my apology for the delays in getting you to and from work and other destinations. We are working hard to make improvements to resolve these short-term challenges.

Best regards,


Alex Clifford
CEO

110 Vernon Street, Santa Cruz, CA 95060 (831) 426-6080, FAX (831) 426-6117

METRO online at <http://www.scmtd.com>

DISTRIBUTED AT 2/15/17 MAC MEETING 9-05A.12



DATE: May 19, 2017
TO: Board of Directors
FROM: Alex Clifford, CEO/General Manager
SUBJECT: RECOMMENDATION TO REFER SANTA CRUZ METRO BYLAWS TO THE PERSONNEL/HR STANDING COMMITTEE FOR REVIEW AND REVISION

I. RECOMMENDED ACTION

That the Board of Directors Refer METRO's Bylaws to the Personnel/HR Standing Committee for Review and Revision

II. SUMMARY

- Santa Cruz Metropolitan Transit District (METRO) Bylaws were last revised on February 13, 2015.
- The Bylaws approved and adopted on February 13, 2015 now contain inconsistencies, which require updating and/or clarification.
- Staff recommends the Bylaws be referred to METRO's Personnel/HR Standing Committee for a full review with recommended revisions, which will be brought before the full Board for consideration prior to December 31, 2017.

III. DISCUSSION/BACKGROUND

Revisions to METRO's Bylaws were last approved and adopted on February 13, 2015.

As a result of various Board actions taken since 2015, inconsistencies now occur throughout the Bylaws as written today.

IV. FINANCIAL CONSIDERATIONS/IMPACT

None.

V. ALTERNATIVES CONSIDERED

The Board could reject this review; but, staff does not recommend this action.

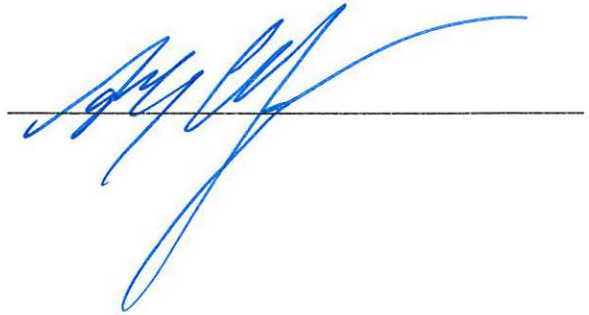
VI. ATTACHMENTS

Attachment A: METRO Admin Code, Title I, Administration, Chapter 2, Bylaws

Prepared by: Gina Pye, Executive Assistant

VII. APPROVALS:

Alex Clifford, CEO/General Manager



Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

ADMINISTRATIVE CODE

TITLE I – ADMINISTRATION

CHAPTER 2

BYLAWS

Table of Contents:

Article I	Regular Meetings
Article II	Agenda
Article III	Special Meetings
Article IV	Emergency Meetings
Article V	Directors
Article VI	Presiding Officers
Article VII	Conduct of Meeting
Article VIII	Quorum
Article IX	Adjournment/Continuances
Article X	Minutes
Article XI	Public's Role in Meetings/Public Hearings
Article XII	Resolutions, Ordinances and Motions
Article XIII	Method of Voting
Article XIV	Committees and Appointments
Article XV	Official Bulletin Board
Article XVI	Other Offices

Attachment A

Article I Regular Meetings

§1.2.101 Regular Meetings; Time

- A. Regular meetings of the Santa Cruz Metropolitan Transit District (METRO) Board of Directors shall be held on the second Friday of each month (if needed) and on the fourth Friday of each month. The Board of Directors may establish the time for the commencement and duration of its meetings as necessary through Board action. Notwithstanding the above, no regular meetings will be scheduled during the month of July.
- B. If a regular meeting falls within 5 working days of a recognized METRO holiday, i.e., Thanksgiving, Christmas or New Year's Day, the Board of Directors shall reschedule the meeting to a more convenient date. The regular meeting schedule shall be published for the upcoming year and approved by the Board of Directors during October of each year. This schedule shall include the date, location and commencement time for each regular meeting of the Board of Directors and shall be posted on METRO's website, and METRO's official Bulletin Board throughout the year.

§1.2.102 Regular Meetings; Place

- A. The Regular meeting of the Board of Directors on the second Friday of the month shall be convened in the Santa Cruz Conference Room at Santa Cruz Metropolitan Transit District, 110 Vernon Street, Santa Cruz, CA 95060. The Regular meetings of the Board of Directors on the fourth Friday of the month shall be convened in the Santa Cruz City Council Chambers, City Hall, 809 Center Street, Santa Cruz, California, except when the Board of Directors' regular meeting schedule sets forth an alternate location.
- B. If, by reason of fire, flood, earthquake or other emergency, it shall be unsafe to meet in the place designated above, the meeting shall be held for the duration of the emergency or unsafe condition at the place designated by the Chair of the Board of Directors in a notice to the local media that have requested notice in writing, by the most rapid means of communication available at the time. A notification advising the public of the changed meeting location during the emergency or unsafe condition shall be posted on the door of the regular meeting room by the CEO/General Manager, unless circumstances prevent her/him from doing so.
- C. The Board of Directors shall not conduct any meeting in any facility that prohibits the admittance of any person, or persons, on the basis of race, religious creed, color, national origin, ancestry, sex, gender, pregnancy or related medical condition, age, marital status, medical condition (cancer related or genetic

Attachment A

characteristics), sexual orientation, veteran status, or which is inaccessible to persons with physical or mental disabilities, or where members of the public may not be present without making a payment or purchase.

§1.2.103 Regular Meetings; Open to the Public

- A. Meetings of the Board of Directors shall be open and public and all persons shall be permitted to attend except as otherwise allowed by law or when a closed session is authorized pursuant to applicable state law and properly noticed in accordance therewith.
- B. A Spanish-bilingual interpreter shall be present and available for translations at the Regular Board Meeting held on the fourth Friday of the month.

§1.2.104 Closed Sessions: State Reasons and Legal Authority; Scope of Coverage; Notice; Reporting Out

- A. Prior to holding any closed session, the Board of Directors shall disclose, in an open meeting, the item or items to be discussed in the closed session. The disclosures may take the form of a reference to the item or items as they are listed by number or letter on the agenda. In the closed session, the Board of Directors may consider only those matters covered in its statement. Nothing in this section shall require or authorize a disclosure of information prohibited by state or federal law.
- B. After any closed session, the Board of Directors shall convene into open session prior to adjournment and shall make any disclosures required by state law of action taken in the closed session.

Article II Agenda

§1.2.201 Agenda; Notification and Posting

- A. In order to facilitate the orderly conduct of the business of the Board of Directors, all reports, communications, resolutions, or other matters to be submitted to the Board of Directors not later than 5:00 p.m. on the Thursday one week prior to the date of the regular Board of Directors' meeting. However, the CEO/General Manager may adjust the schedule for agenda items as he/she determines provides the greatest efficiency for conducting District business.
- B. The Chair, in consultation with the CEO/General Manager, shall arrange the agenda and shall furnish a copy of it to each member of the Board, to the District Counsel, to the management staff, and to METRO's Union representatives not later than the Tuesday in the week of a Regular Board meeting; the agenda shall be posted on the Official Bulletin Board for the public at the Administrative

Attachment A

Office of the Santa Cruz Metropolitan Transit District at least 72 hours preceding each regular Board meeting. A record of this posting including the time and place of posting will be maintained by the Executive Assistant to the CEO General Manager.

- C. The agenda shall contain a brief description of each item of business to be transacted or discussed at the meeting, including items to be discussed in closed session. The description will be reasonably calculated to inform the public of the general nature of the subject matter of the item so that the public may seek further information on items of interest. The description will focus on the substance of the matter rather than the contemplated action. The agenda shall specify the time and location of the regular meeting and shall be posted in a location that is freely accessible to members of the public.
- D. Copies of the agenda shall be mailed to any individual or entity that has requested it. The Full Agenda Packet which includes attachments is available online at METRO's website, scmtd.com. Individuals and entities can voluntarily subscribe or unsubscribe to receive automated email notification when METRO's agendas and agenda packets are available online.

§1.2.202 Agenda; Public Input

Every agenda for regular open meetings shall provide an opportunity for members of the public to directly address the Board of Directors on any item of interest to the public, and before or during the Board's consideration item, that is within the subject matter jurisdiction of METRO, provided that no action shall be taken on any item not appearing on the agenda unless the board complies with Section 1.203 below.

§1.2.203 Agenda; Action Taken Not on Agenda

- A. No action or discussion shall be taken on any item not appearing on the posted agenda except that members of the Board of Directors present at the meeting or METRO staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights. In addition, on their own initiative, or in response to questions posed by the public, Directors or METRO staff may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. Furthermore, a Director or the Board itself may, subject to METRO's rules and regulations, provide a reference to staff or other resources for factual information, request staff to report back to the body at a subsequent meeting concerning any matter, or, take action to direct staff to place a matter of business on a future agenda.
- B. Notwithstanding subdivision (A) above, the Board of Directors may take action on items of business not appearing on the posted agenda under any of the

Attachment A

conditions stated below. Prior to discussing any item pursuant to this section, the Chair of the Board of Directors shall publicly identify the item.

- i. Upon a determination by a majority vote of the Board of Directors that an emergency situation exists, as defined in Section 4.01(b) herein;
- ii. Upon a determination by a two-thirds vote of the Directors present at the meeting, or, if less than two-thirds of the members present at the meeting, a unanimous vote of those member present, that there is a need to take immediate action and that the need for action came to the attention of METRO subsequent to the agenda being posted; or
- iii. The item was posted pursuant to a prior meeting of the Board of Directors occurring not more than five calendar days prior to the date action is taken on the item, and at the prior meeting the item was continued to the meeting at which action is being taken.

§1.2.204 Agenda; Other Distributed Writings

- A. Agendas and any other writings when distributed to all or a majority of all, the members of the Board of Directors by any person in connection with a matter subject to discussion or consideration at a public meeting are public records and shall be made available without delay unless the writing is exempt from disclosure pursuant to the California Public Records Act.
- B. Writings which are public records as set forth above and which are distributed during an open meeting shall be made available for public inspection at the meeting if prepared by METRO or a Director or after the meeting if prepared by some other person.

Article III Special Meetings

§1.2.301 Special Meetings; Notice and Purpose

- A. A special meeting may be called at any time by the Chair or by a majority of the members of the Board of Directors, by delivering written notice to each member of the Board of Directors, and to each local newspaper of general circulation, radio or television station requesting notice in writing. The notice shall be delivered personally or by any other means at least 24 hours in advance of the meeting. The call and written notice shall specify the time and place of the special meeting and the business to be transacted and discussed.
- B. No other business shall be considered at the special meeting. The call and notice shall be posted at least 24 hours prior to the special meeting in a location that is freely accessible to members of the public.

Attachment A

- C. Every notice for a special meeting at which action is proposed to be taken on an item shall provide an opportunity for members of the public to directly address the Board of Directors concerning any item that has been described in the notice for the meeting before or during consideration of that item.
- D. Notice shall be required pursuant to this section regardless of whether any action is taken at the special meeting.

Article IV Emergency Meetings

§1.2.401 Emergency Meetings; Notice and Purpose

- A. In the case of an emergency situation involving matters upon which prompt action is necessary due to the disruption or threatened disruption of public facilities, the Board of Directors may hold an emergency open meeting without complying with either the 24-hour notice requirement or the 24-hour posting requirement or both of the notice and posting requirements of s Special Meeting.
- B. For purposes of this section, "emergency situation" means any of the following:
 - i. An Emergency means a work stoppage, crippling disaster or other activity, which severely impairs public health, safety, or both, as determined by a majority of the members of the Board of Directors.
 - ii. A dire emergency means a crippling disaster, mass destruction, terrorist act, or threatened terrorist activity that poses peril so immediate and significant that requiring the Board of Directors to provide one-hour notice before holding an emergency meeting may endanger the public health, safety, or both, as determined by a majority of the members of the Board of Directors.
- C. Although no notice to the public is required, each local newspaper of general circulation and radio or television station which has requested notice of special meetings shall be notified by the presiding Chair of the Board of Directors, or designee thereof, one hour prior to the emergency meeting by telephone or in the case of a dire emergency, at or near the time that the Chair or designee notifies the directors of the emergency meeting. The notice shall be given by telephone and all telephone numbers provided in the most recent request of such newspaper or station for notification of special meetings shall be exhausted. In the event that telephone services are not functioning, the notice requirements of this section shall be deemed waived, and the Chair or designee thereof, shall notify those newspapers, radio stations, or television stations of the fact of the holding of the emergency meeting, the purpose of the meeting and any action taken at the meeting as soon after the meeting as possible.

Attachment A

§1.2.402 Emergency Meetings; Open to Public

Emergency meetings are always open meetings regardless of the subject matter except that if agreed to by a two-third vote of the Directors present or if less than two-thirds of the Directors are present, by a unanimous vote of those present, the Board of Directors may hold a closed session with the Attorney General, District Attorney, District Counsel, Sheriff or Chief of Police or their respective deputies, or a security consultant or a security operation manager on matters posing a threat to the security of public buildings, a threat to the security of essential public services, or a threat to the public's right of access to public service or public facilities.

§1.2.403 Emergency Meetings; Requirements

All special meetings requirements, as prescribed in Section 3.01 herein, shall be applicable to a meeting called pursuant to this section, with the exception of the 24-hour notice requirement.

§1.2.404 Emergency Meetings; Minutes

The minutes of a meeting called pursuant to this section, a list of persons who the presiding chair of the Board of Directors, or its designee notified or attempted to notify, a copy of the roll call vote and any actions taken at the meeting shall be posted for a minimum of 10 days in a public place as soon after the meeting as possible.

Article V Directors

§1.2.501 The Board of Directors

METRO shall be governed by a Board of Directors of eleven members because such membership is necessary to insure adequate representation to all the areas in the County of Santa Cruz.

§1.2.502 Appointment

The membership of the Board of Directors shall be composed of one member appointed by each City Council of Santa Cruz, Capitola, Scotts Valley, Watsonville and any other incorporated area of the District to represent the incorporated area and one member appointed by the Board of Supervisors of the County of Santa Cruz to represent the unincorporated area. Other appointments shall be made in accordance with the proportionate population within the District. The apportionment shall be based upon the population distribution within the District and the Board shall reapportion its membership whenever any part of the District is excluded or new territory is added or unincorporated territory within the District

Attachment A

incorporates and as a result of the exclusion, annexation, or incorporation, representation on the Board no longer reflects the population distribution within the District. The Board shall also reapportion whenever the County election official advises the Board that the latest official census indicates a need for reapportionment.

§1.2.503 Qualifying Appointees to Board; Area residence

- A. The appointees to the Board shall have been residents of the area encompassed by the District for at least 30 days prior to their appointment and they shall also be residents of the City whose City Council appointed them, or a resident of the County if appointed by the Board of Supervisors.
- B. A person shall not be appointed to, or be a member of the Board of Directors unless that person is a resident of the District and has resided within the District at least 30 days immediately prior to his/her appointment to the Board.

§1.2.504 Term of Office

- A. The term of office for each Director shall be four years.
- B. If the appointee of any legislative body is one of its own members the appointee may serve only as long as the appointee is a member of the legislative body.
- C. An appointment to fill a vacancy on the Board or an appointment made after the expiration of the preceding term shall be for the unexpired portion of the term.
- D. The failure of a Board member to attend three consecutive meetings of the Board without good cause shall create a vacancy in the office of the Board member.

§1.2.505 Directors' Code of Ethics

A Directors' Code of Ethics is attached as Exhibit A to these Bylaws and shall serve as a guideline for the Directors in the work that they perform on behalf of METRO.

§1.2.506 Director Compensation and Reimbursement

- A. Each Director shall receive compensation of \$50, up to a maximum of \$200 per month and their actual and necessary expenses, for performance of official METRO duties which shall include the following activities:
 - i. Attendance at meetings of the Board of Directors;
 - ii. Attendance at meetings, as a District committee member, of a committee appointed by the Chair of the Board or the Board itself;

Attachment A

- iii. Attendance at Advisory Committee meetings, as a METRO Director;
 - iv. Attendance at meetings, as a METRO Director, of the American Public Transit Association; and
 - v. Attendance at meetings, as a METRO Director, of the California Transit Association.
- B. Unless authorized by the Board of Directors in advance, attendance at meetings of the American Public Transit Association and the California Transit Association shall be limited to the Board Chair and Vice-Chair, or an alternate designee, as approved by the Board Chair or Vice-Chair.
- C. In addition to the meetings set forth above, each Director may receive reimbursement for the actual and necessary expenses incurred for the following METRO Official Duties:
- i. Attendance at meetings with State and Federal legislators and/or government officials re METRO business;
 - ii. Attendance at meetings with official METRO visitors and/or perspective METRO employees; and/or
 - iii. Participation at required educational and training meetings or seminars.
- D. Each Director shall be reimbursed for actual and necessary expenses incurred in the performance of official METRO duties. Reimbursement rates for travel, meals, and other actual and necessary expenses shall be in accordance with the reasonable reimbursement rates set forth in Exhibit B. Notwithstanding the foregoing, Directors shall not receive reimbursement for any costs incurred for lodging accommodations or for airline flights as those expenses shall only be booked and directly paid by METRO's Executive Assistant to the CEO/General Manager.
- E. A Director may receive a travel advance, when approved by either the Board Chair or the Vice-Chair, up to \$100.00 per each full day of travel or attendance at any of the events listed in section (a) above. Verification of the actual use of these funds shall comply with Section 5.07 below. A reduced advance may be permitted for partial days, as determined by the Board Chair or Vice-Chair.
- F. The Board of Directors in a public meeting shall approve all expenses that do not fall within the reimbursable rates set forth in Exhibit B before the expense is incurred.

Attachment A

§1.2.507 Reimbursement Process and Expense Report Form

- A. The CEO/General Manager shall designate a staff member to schedule all conferences, lodging accommodations and transportation (including the scheduling of a METRO vehicle for in-state travel) for a Director and will obtain the best rate available at the time of booking. In no event shall the lodging costs exceed the maximum group rate published by the conference or activity sponsor provided that lodging at the group rate is available to the Director at the time of booking. If the group rate is not available, the designated staff member shall use comparable lodging that is consistent with those rates.
- B. Directors shall utilize METRO vehicles in the performance of official METRO duties in state when approved by the Board of Directors. If a METRO vehicle is available but the Director prefers to utilize his/her own vehicle, no mileage reimbursement shall be allowed.
- C. The designated staff member shall provide each Director with an Expense Report form to be filed with METRO for reimbursement of the actual and necessary expenses incurred on behalf of METRO in the performance of official duties or at a Director's request. The expense reports shall document that expenses meet the existing policy for expenditure of public resources. Directors shall submit expense reports within a reasonable time after incurring the expense but in no event later than four weeks after the expense has been incurred. The receipts documenting each expense shall accompany all reports. The Chair or Vice-Chair of the Board shall review the reports and insure compliance. Under no circumstances shall expenses be paid or reimbursed to a Director that are not allowed; including, any expenditures for spouses, friends, or others not specifically authorized by this policy to incur reimbursable expenses.
- D. Directors who have received advances, per §5.06(e), shall reconcile the advance payment with receipts obtained during travel. If the travel advance was inadequate to cover all valid expenses, the Director shall be reimbursed for all additional amounts. If the travel advance exceeds the verified expenses incurred, the Director shall reimburse METRO for the excess funds received.
- E. Directors shall provide brief reports about the meetings attended at the expense of METRO at the next regular meeting of the Board of Directors.
- F. All documents related to reimbursable agency expenditures are public record subject to disclosure under the California Public Records Act.

§1.2.508 Directing the Work of Santa Cruz METRO Staff Members

All requests to utilize the staff of Santa Cruz METRO shall be coordinated by and approved by the CEO/General Manager or District Counsel. In no event shall a Board

Attachment A

Member assign work directly to a Santa Cruz METRO staff member without the approval of the CEO/General Manager or District Counsel.

Article VI Presiding Officers

§1.2.601 Election

- A. The Directors shall at the first meeting in either January or February, as determined by the Board Chair, nominate members of the Board of Directors to serve as the Chair and as Vice-Chair. Nominations may be received until final selections occur. The Board of Directors shall, at its second regular meeting in either January or February (generally televised) of each year, choose one of its members to serve as Chair and one of its members to serve as Vice-Chair, to serve for the balance of the calendar year or until the selection of their successors. The officer election shall be agendized at the second meeting immediately following roll call and shall not be paired with any other item.
- B. Should the office of the Chair become vacant during the calendar year, the Vice-Chair shall assume the office of Chair. Should the office of Vice-Chair become vacant, the nomination and selection of Vice-Chair shall be agendized and acted upon by the Board of Directors.
- C. In the event of a vacancy of both the Chair and Vice-Chair positions, the Directors shall meet in order to nominate members of the Board of Directors for the vacant positions and make final selections.

§1.2.602 Chair to Preside

The Chair shall preside at all meetings of the Board of Directors, except the regular meeting of the Board of Directors held on the second Friday of the month which shall be presided by the Vice Chair. The Chair, or if presiding, the Vice Chair shall have authority:

- A. to determine the order of business under the rules of the Board of Directors;
- B. to enforce the rules of the Board of Directors; and
- C. to preserve order at all meetings and to remove or cause the removal of any person from any meeting of the Board of Directors for disorderly conduct.

§1.2.603 Absence of Chair

If the Chair is absent or unable to act, the Vice-Chair shall serve until the Chair returns or is able to act. The Vice-Chair has all of the powers and duties of the Chair

Attachment A

while acting as Chair. In the absence of both the Chair and the Vice-Chair, the Directors shall nominate and elect a director to serve as chair pro tempore during such absences.

Article VII Conduct of Meeting

§1.2.701 Call to Order

The Chair, or such other Director as may be presiding, shall at the hour appointed for the meeting, immediately call the Board of Directors to order when a quorum is present. The Chair shall preserve strict decorum at all meetings. She/he shall state every question coming before the Board of Directors, call for the vote, announce the decisions of the Board of Directors, and decide all questions of order, subject, however, to an appeal to the Board of Directors, in which a majority vote of the Board of Directors shall govern and conclusively determine such question of order.

§1.2.702 Rights of Chair

The Chair, or such other member of the Board as may be presiding, may second and debate, subject only to such limitation of debates as are by these rules imposed on all members; the Chair shall not be deprived of any of the rights and privileges of a Director by reason of holding the position of Chair.

§1.2.703 Rules of Debate

- A. Every Director desiring to speak shall address the Chair, and upon recognition by the presiding officer, shall be confined to the question under debate, avoiding all references to personalities and indecorous language.
- B. A Director, once recognized, shall not be interrupted when speaking unless it is to call her/him to order. If a Director, while speaking, is called to order, she/he shall cease speaking until the question of order is determined and, if in order, she/he shall be permitted to proceed.
- C. A Director may request, through the presiding officer, the privilege of having an abstract of her/his statement on any subject under consideration by the Board of Directors entered into the minutes. If the Board of Directors consents thereto, such statement shall be entered; provided, however, that any Director, without the Board's consent, shall have the right to have the reasons for her/his dissent from, or protest against, any action of the Board of Directors entered into the minutes.
- D. The CEO/General Manager may be directed by the Chair, with the consent of the Board, to enter in the minutes a synopsis of the discussion of any question coming properly before the Board of Directors.

Attachment A

§1.2.704 Rules of Procedure

Rules of Procedure, which are attached hereto as Exhibit C and incorporated herein by reference shall be followed by the Board of Directors. A complete copy of the Bylaws shall be included in each Director's Board packet and made available for members of the public at Board of Directors' meetings.

§1.2.705 Disruption of Meeting; Clearing Room

In the event that any meeting is willfully interrupted by an individual, a group or groups of persons so as to render the orderly conduct of such meeting unfeasible and order cannot be restored by the removal of individual(s) who are willfully interrupting the meeting, the members of the Board of Directors conducting the meeting may order the meeting room cleared and continue in session. Only matters appearing on the agenda may be considered in such a session. Representatives of the press or other news media, except those participating in the disturbance, shall be allowed to attend any session held pursuant to this section. In order to readmit individuals who were not disruptive, the following procedure shall be used:

- A. When a meeting is disrupted to the point that it cannot be continued, the Chair shall order those persons causing the disruption to leave the meeting.
- B. If those causing the disruption fail or refuse to leave the meeting, the Chair shall recess the meeting, order the meeting room cleared and summon law enforcement.
- C. Upon the arrival of law enforcement, the Chair shall reconvene the meeting.
- D. METRO Staff shall be directed to readmit those members of the public who did not engage in the disorderly conduct on an individual and intermittent basis.
- E. If the meeting is again disrupted, the Chair shall cause the meeting room to be cleared and the meeting will continue with only the press in attendance if they have not engaged in any disruption.

Article VIII Quorum

§1.2.801 Transaction of Business; Quorum

A six-member majority of the regular members of the Board of Directors shall constitute a quorum for the transaction of business.

Attachment A

Article IX Adjournment/Continuances

§1.2.901 Adjournment of Meeting

- A. The Board of Directors may adjourn any regular, adjourned regular, special or adjourned special meeting to a time and place specified in the order of adjournment.
- B. Less than a quorum may adjourn any meeting.
- C. In the absence of all Directors from any meeting, the CEO/General Manager may declare the meeting adjourned to a stated day and hour. If she/he does, she/he shall then cause written notice of the adjournment to be given in the same manner as provided for Special Meetings set forth herein.
- D. A copy of the order or notice of adjournment shall be conspicuously posted on or near the door of the place where the regularly adjourned regular, special, or adjourned special meeting was held within 24 hours after the time of adjournment.
- E. When a regular or adjourned regular meeting is adjourned as provided herein, the resulting adjourned meeting is a regular meeting for all purposes.
- F. When an order of adjournment of any meeting fails to state the hour that the adjourned meeting is to be held, it shall be held at the hour specified for regular meetings of the Board of Directors.
- G. Any hearing being held, or noticed or ordered to be held, by the Board of Directors at any meeting may by order or notice of continuance be continued or recontinued to any subsequent meeting of the Board of Directors in the same manner and to the same extent set forth above for the adjournment of meetings; provided that, if the hearing is continued to a time less than 24 hours after the time specified in the order or notice of hearing, a copy of the order or notice of continuance of hearing shall be posted immediately following the meeting at which the order or declaration of continuance was adopted or made.

Article X Minutes

§1.2.1001 Minute Book Record of Open Sessions

- A. The CEO/General Manager, or her/his designee, shall attend all open meetings of the Board of Directors and record and maintain a full and true record of all of the proceedings of the Board of Directors in books that shall bear appropriate titles and be devoted to such purpose. Such books shall have a general index

Attachment A

sufficiently comprehensive to enable a person readily to ascertain matters contained therein.

- B. Unless the reading of the minutes of a Board of Directors meeting is requested by the Board of Directors by a majority vote, such minutes may be approved without reading if the CEO/General Manager has previously furnished each member with a synopsis thereof.

§1.2.1002 Minute Book Record of Closed Sessions

The District Counsel and/or his/her designee shall attend each closed session of the Board of Directors unless otherwise directed by the Board of Directors and shall keep and enter in a minute book a record of topics discussed and decisions made at the meeting. The closed session minute book is not a public record and shall be kept confidential. This minute book shall be available only to members of the Board of Directors or, if a violation of the Ralph M. Brown Act is alleged to have occurred at a closed session, to a court of general jurisdiction.

§1.2.1003 Protests and Dissents by Directors Entered in Minutes

Any Director shall have the right to have the reasons for the Director's dissent from, or protest against any action of the Board entered in the minutes.

Article XI

Public's Role In Meetings/Public Hearings

§1.2.1101 Public Addressing the Board

- A. The Chair of the Board of Directors may, depending on the circumstances, limit the total amount of time allocated for public testimony on particular issues and/or for each individual speaker. However, any restrictions placed on public testimony shall be reasonable and not an effort to suppress expression merely because of the content of the speaker's view.
- B. All remarks shall be addressed to the Board of Directors as a body and not to any member thereof. No person, other than the Chair and the person having the floor, shall be permitted to enter into any discussion, either directly or through a member of the Board, without permission of the Chair. Additionally, any person may submit written materials to the Board of Directors for its consideration.

§1.2.1102 Public Hearings

- A. A public hearing will be held before the Board of Directors when required by federal, state, or local laws or regulations or when it is asked to take action on any of the following projects:

Attachment A

- i. A change in 25% or more to the service mileage of any route.
 - ii. A change in METRO fares.
 - iii. Adoption of a Resolution authorizing application for federal funds, state or local funds when required by the funding source.
 - iv. Adoption of any action taken relating to the adoption of any plan, environmental document, property acquisition, resolution, condemnation resolution or other action relating to a project or property where such public hearing is required by state, federal or local law.
 - v. Adoption of the Annual Budget.
 - vi. Adoption of the Short Range Transit Plan.
 - vii. Adoption of an Ordinance.
- B. A METRO Regulation shall set forth the specific procedures to be followed in setting up a public hearing.

Article XII Resolutions, Ordinances and Motions

§1.2.1201 Acts of Board

The acts of the Board of Directors shall be expressed by Motion, Resolution or Ordinance. No Ordinance, Resolution or Motion shall have any validity or effect unless passed by the affirmative votes of six directors. The Board of Directors shall not take action by secret ballot, whether preliminary or final in an open or closed session.

§1.2.1202 Resolution

- A. No resolution shall be adopted by the Board unless it is presented before the Board in writing or read aloud. Where copies of the resolution have been presented to each Director, the reading of the resolution is automatically waived unless a Director specifically requests that it be read.
- B. A Resolution can be passed through a unanimous voice vote of all those present. However, if a dissent is registered, then a roll call vote shall be taken.

§1.2.1203 Ordinance

- C. No ordinance shall be passed until a public hearing has been held on it, which hearing shall be advertised in a newspaper of general circulation or posted in at

Attachment A

least three public places at least 15 days prior to the hearing. No ordinance shall be adopted by the Board of Directors on the day of introduction. Ordinances must be adopted by a roll call vote.

- D. All ordinances shall be printed after passage, and maintained in METRO Administrative Offices.
- E. The enacting clause of all ordinances shall be as follows:

"Be it enacted by the Board of Directors of the Santa Cruz Metropolitan Transit District:..."

- F. All ordinances shall be signed by the Chair of the Board or Vice-Chair and attested by the CEO/General Manager.

Article XIII Method of Voting

§1.2.1301 Voice Vote

Unless a roll call vote is specifically requested by a Director, all matters, except the voting on Ordinances, shall be decided by voice vote. All actions of the Board of Directors shall be approved by affirmative vote of a minimum of six voting members of the Board of Directors unless otherwise specifically required.

§1.2.1302 Silence Recorded as Affirmative Vote

A member's silence shall be recorded as an affirmative vote.

§1.2.1303 Duty to Vote

Each Director has a duty to vote when present at a meeting on matters coming before the Board of Directors or a Board Committee unless he/she has notified the Board of Directors of a legal conflict of interest in accordance with California state law. If a conflict of interest is disclosed, the Director shall adhere to all California legal requirements.

Article XIV Committees And Appointments

§1.2.1401 Creation of Committees

- A. The Board of Directors may establish committees for a stated purpose. If required by California Law, committees and their members shall comply with the Ralph M. Brown Open Meeting Act. Committees are required to comply

Attachment A

with these Rules and Regulations. The CEO/General Manager shall provide adequate staffing to assist the committees in doing their work.

- B. Directors who are not committee members may attend committee meetings as long as they attend only as observers when a majority of the Board of Directors is in attendance at the committee meeting. Appointees to committees serve at the pleasure of the Board of Directors, except that no appointee will be removed from office for an illegal reason including the exercise of his/her right to speak about matters of public concern.
- C. The committees shall include the following:
 - i. Working committees or subcommittees of the Board of Directors analyze, review, and make recommendations to the Board of Directors on items to be presented to the full Board. The Chair of the Board shall appoint members of the Board to such committees or subcommittees and shall also appoint a Board member to chair the committees or subcommittees. If a vacancy occurs, the Board Chair shall appoint a Director to fill the vacancy. Minutes shall be taken at each committee and shall be prepared and distributed to the Directors at least two days prior to the regular Board meeting.
 - ii. The Board of Directors may from time to time create advisory committees who shall be charged with giving advice to the Board of Directors regarding an issue relevant to METRO's business. Appointments to advisory committees may be made by the Chair, or the Board of Directors. Directors, employees or members of the public may sit on an advisory committee. The following are permanent advisory committees of the Board of Directors:
 - iii. The Metro Advisory Committee (MAC) is the official advisory committee of the Santa Cruz Metropolitan Transit District. Its purpose is to advise the Board of Directors on matters of METRO policy and operations referred to the committee by the Board or the CEO/General Manager and to perform such additional duties as assigned. The committee may also address issues which committee members or the public raise with respect to the quantity and quality of services provided by METRO. MAC shall be composed of 11 members appointed by the Board of Directors. Each director shall nominate one individual to serve as members of the MAC. The Board of Directors shall approve bylaws to be followed by MAC.

Attachment A

§1.2.1402 Appointment to Santa Cruz County Regional Transportation Commission

- A. The Board of Directors shall each year in either January or February, as determined by the Board Chair, appoint three representatives and three alternates (in order of priority) to the Santa Cruz County Regional Transportation Commission (SCCRTC) who must be members of the Board of Directors. The Board Chair shall submit nominations of three representatives for the first Board meeting in either January or February. At that meeting, the Chair shall entertain other nominations for SCCRTC representatives and alternates from the Directors. Nominations may be received until final selections occur. Thereafter at the second meeting in either January or February, the Board of Directors shall vote on the nominations via a motion and a second. To be appointed, a nomination shall receive at least six affirmative votes. A Director may move a slate of three representatives or a slate of three alternates for appointment.
- B. The Board of Directors may provide its SCCRTC representatives with guidance on issues coming before the Commission to assist the director/commissioner in serving the best interests of METRO.

Article XV Official Bulletin Board

§1.2.1501 Posting of Notices

- A. For purposes of posting official notices of the Board of Directors, notices of public hearings, and any other official papers of the Santa Cruz Metropolitan Transit District where posting is required by the law, the Official Bulletin Board of METRO shall be the bulletin board at the entrance of METRO Administrative Office located at 110 Vernon Street, Santa Cruz, California 95060. Should the Board of Directors hold a public hearing at any location other than its regular place of meeting, then, in addition to the posting of the notice on the Official Bulletin Board above listed, posting shall also be made upon or near the door of the place of meeting.
- B. All advisory committees created by the Board of Directors are required to post any and all official notices including those notices required by law at the official bulletin board at METRO's Administrative office entrance. Additionally, METRO staff may also post notices on the bulletin board at Pacific Station, 920 Pacific Avenue, Santa Cruz, CA 95060.

Attachment A

Article XVI Other Offices

§1.2.1601 CEO/General Manager; Powers and Duties

In addition to the powers, duties and obligations of the CEO/General Manager, as set forth above, and the applicable Public Utilities Code pertaining to the Santa Cruz Metropolitan Transit District, the powers and duties of the CEO/General Manager shall include the following:

- A. To have charge, subject to the direction and control of the Board of Directors, of the acquisition, construction, maintenance, and operation of the facilities of METRO.
- B. To have charge, subject to the direction and control of the Board of Directors, of the administration of the business affairs of METRO.
- C. To insure that all ordinances of METRO are enforced.
- D. To administer the personnel system and collective bargaining agreements adopted by the Board of Directors and, except for officers appointed by the Board, to appoint, discipline or remove all officers and employees subject to the rules and regulations adopted by the Board, and the applicable provisions of any adopted collective bargaining agreement.
- E. To prepare and submit or cause to be prepared and submitted to the Board of Directors within 90 days after the end of each fiscal year a complete report of the finances and the administrative activities of METRO for the preceding year, and the financial status of METRO on the last day thereof.
- F. To keep the Board of Directors advised as to the needs of METRO.
- G. To formulate and present to the Board of Directors all plans and specifications for the construction of the works of METRO and the means to finance them.
- H. To cause to be installed and maintained a system of auditing and accounting which shall completely and at all times show the financial condition of METRO.
- I. Attend meetings of the Board of Directors as directed by the Board, and act as Secretary to the Board.
- J. To perform such other and additional duties as the Board may require.

Attachment A

§1.2.1602 CEO/General Manager; Qualifications and Experience

The CEO/General Manager shall be chosen on the basis of his/her qualifications with special reference to his/her actual experience in or knowledge of accepted practices and respect to the duties of his/her office as herein above set forth.

§1.2.1603 CEO/General Manager; Pro Tempore Appointments

The Board of Directors may appoint a CEO/General Manager pro tempore during any absence or disability of the CEO/General Manager.

§1.2.1604 CEO/General Manager; Resident Requirement

The CEO/General Manager need not be a resident of this State at the time of his/her appointment, however /he/she shall establish a California residency within 30 days of the commencement of his or her duties with the Transit District.

§1.2.1605 District Counsel; Appointment, Powers and Duties

The District Counsel shall be admitted to the practice of law in all courts of this State. The District Counsel shall have the power and be required to:

- A. Represent and advise, if authorized and directed by the Board of Directors, the Board of Directors and all METRO officers, committees or departments in all matters pertaining to their office.
- B. Represent and appear, if authorized and directed by the Board of Directors, for METRO and any officer or employee, in any and all actions and proceedings in which METRO or any officer or employee, in or by reason of their official capacity, is concerned or is a party; however, the Board of Directors shall have control of all legal business and proceedings and may employ other attorneys to take charge of any litigation or matter, or to assist the District Counsel therein.
- C. Attend all meetings of the Board of Directors as directed by the Board of Directors and give legal advice or opinions in writing whenever requested to do so by the Board of Directors, or by any of the committees or officers of METRO.
- D. Review all contracts to be made by METRO and provide the Board of Directors, its officers and staff with legal advice regarding same.
- E. Prepare any and all proposed ordinances or resolutions for METRO and amendments thereto.
- F. Perform such other acts relating to the office as the Board of Directors shall require; and

Attachment A

- G. On vacating the office, surrender all books, papers, files, and documents pertaining to METRO's affairs.



DATE: June 23, 2017
TO: Board of Directors
FROM: Angela Aitken, Interim HR Manager and Finance Manager
SUBJECT: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A THIRD AMENDMENT EXTENDING THE CONTRACT FOR TWO YEARS WITH VISION SERVICE PLAN FOR EMPLOYEE VISION CARE SERVICES, INCREASING THE CONTRACT TOTAL BY \$260,000

I. RECOMMENDED ACTION

That the Board of Directors authorize the CEO to execute a third amendment extending the contract for two years with Vision Service Plan for Employee Vision Care Services, increasing the contract total by \$260,000 for the additional two-year period, thereby increasing the total contract authority from \$696,800 to \$956,800

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) has a contract with Vision Service Plan (VSP) for Employee Vision Care Services that will expire on July 31, 2017.
- VSP is offering a 2-year contract extension, with a lower per-enrollee monthly premium rate than METRO is currently paying.
- VSP has performed its duties very well under this contract, and therefore a two-year contract extension, with a lower premium rate, is recommended.
- The unions have been informed of the suggested contract extension and concur with the staff recommendation.

III. DISCUSSION/BACKGROUND

METRO has a contract with VSP that was established on July 31, 2012 for a three-year period, with two optional one-year extensions. In 2015 VSP offered METRO a two-year extension, with no increase in the premium rate, and the Board approved that extension on June 12, 2015. The current contract is due to expire on July 31, 2017. VSP has offered METRO a second two-year contract extension, with a reduction in the current per-enrollee monthly premium rate.

Per Angela Aitken, Interim Human Resources Manager, over the past two years the quality of service provided by VSP has been excellent. Angela Aitken has reviewed the requested two-year extension, and recommends approving it, as

doing so would lock in a lower premium rate for the next two years than the rate METRO is currently paying.

Staff recommends that METRO extend the contract with VSP for two additional years, for an amount not to exceed \$260,000. Staff further recommends that the Board of Directors authorize the CEO to sign a two-year contract extension on behalf of METRO. Ellyn Peterson, Benefits Administrator, will continue to serve as the Contract Administrator and will ensure contract compliance.

IV. FINANCIAL CONSIDERATIONS/IMPACT

This contract has a total not to exceed of \$696,800. Additional funds in an amount of \$260,000 are requested for approval at this time. The new contract total not to exceed would be \$956,800.

Funds to support this contract are included in each department's FY18 and FY19 Fringe Benefit (account #502045) Operating Budget, and planned for FY20. The total estimated annual cost is \$130,000.

V. ALTERNATIVES CONSIDERED

- Do not extend this contract, and issue a new procurement for Employee Vision Care Services at this time. Staff does not recommend this option, as VSP provides excellent service for our employees and is guaranteeing a lower premium rate for two additional years.

VI. ATTACHMENTS

Attachment A: Third Amendment to the Contract with VSP

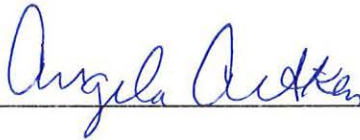
Prepared By: Joan Jeffries, Administrative Specialist
Ellyn Peterson, Benefits Administrator

VII. APPROVALS:


Angela Aitken, Interim HR Manager



Approved as to fiscal impact:
Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager



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Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT THIRD AMENDMENT TO CONTRACT NO. 12-27 FOR EMPLOYEE VISION CARE SERVICES

This Third Amendment to Contract No. 12-27 for Employee Vision Care Services is made effective August 1, 2017 between the Santa Cruz Metropolitan Transit District ("Santa Cruz METRO"), a political subdivision of the State of California, and Vision Service Plan ("Contractor").

I. RECITALS

- 1.1 Santa Cruz METRO and Contractor entered into a Contract for Employee Vision Care Services ("Contract") on August 1, 2012.
- 1.2 The Contract allows for amendment upon mutual written consent.
- 1.3 Santa Cruz METRO and Contractor desire to amend the Contract to extend the Contract term and to revise the rate information.

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

II. TERM

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

The term of this Contract shall be from August 1, 2012 to July 31, 2019.

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

III. COMPENSATION

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

Effective August 1, 2017, Contractor shall be entitled to receive premiums for each month on behalf of each Enrollee and his/her Eligible Dependents, if any, in the VSP Signature Plan in the amount of \$25.61. This rate shall be guaranteed for a term of 24 months, through July 31, 2019.

For members who choose a non-VSP provider (VSP Open Access), the following Allowances apply for the new term: Examination up to \$45, Single Vision up to \$45, Lined Bifocal up to \$65, Lined Trifocal up to \$85, Lenticular up to \$125, Frame up to \$47, Elective Contact Lenses up to \$130 and Necessary Contact Lenses up to \$250.

IV. REMAINING TERMS AND CONDITIONS

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

Attachment A

V. ACCEPTANCE OF ELECTRONIC SIGNATURES AND COUNTERPARTS

5.1 The parties agree that this Contract, agreements ancillary to this Contract, and related documents to be entered into this Contract will be considered executed when the signature of a party is delivered by scanned image as an attachment to electronic mail. Such scanned signature must be treated in all respects as having the same effect as an original signature. Each party further agrees that this Contract may be executed in two or more counterparts, all of which constitute one and the same instrument.

VI. AUTHORITY

6.1 Article 7 is amended to include the following language:

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


Signed on June 1, 2017

Santa Cruz METRO –
SANTA CRUZ METROPOLITAN
TRANSIT DISTRICT

Alex Clifford, CEO/General Manager

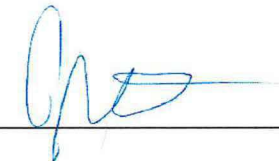
Contractor –
VISION SERVICE PLAN

~~Rob Lynch~~, President
Kate Penwick-Espinosa



Approved as to Form:

Julie Sherman, District Counsel





DATE: June 23, 2017
TO: Board of Directors
FROM: Eddie Benson, Maintenance Manager
SUBJECT: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A 1ST AMENDMENT WITH CLEAN ENERGY TO INCREASE THE CONTRACT TOTAL BY \$300,000 FOR PURCHASE AND DELIVERY OF LIQUEFIED NATURAL GAS

I. RECOMMENDED ACTION

That the Board of Directors authorize the CEO to execute a First Amendment with Clean Energy to increase the contract total by \$300,000 for Purchase and Delivery of Liquefied Natural Gas, thereby increasing the total contract authority from \$6,500,000 to \$6,800,000.

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) has a contract with Clean Energy for Purchase and Delivery of Liquefied Natural Gas (LNG).
- This contract was established on August 1, 2012 and will expire on July 31, 2017.
- Additional funds in the amount of \$300,000 are required to cover the last two months of the contract.
- A contract amendment increasing the contract authority by this amount is recommended.

III. DISCUSSION/BACKGROUND

METRO has a contract with Clean Energy for Purchase and Delivery of Liquefied Natural Gas that was established on August 1, 2012 for a five-year term. Prior to the start of the contract, a five-year budget was calculated based on the fuel consumption data at that time, and a not-to-exceed total was put in place of \$6,500,000. It was understood that fluctuations in either future fuel prices or METRO's fuel consumption could require an increase in this not-to-exceed total.

Staff recently initiated a new procurement for Purchase and Delivery of Liquefied Natural Gas, and is bringing a recommendation of award to this Board Meeting in a separate Agenda item. The new contract, if awarded, would not begin until August 1, 2017. In the meantime, it has been determined that additional funds in the amount of \$300,000 will be required to cover the remaining two months of the current contract with Clean Energy. Staff recommends that the Board of

Directors authorize the CEO to execute a First Amendment on behalf of METRO to increase the contract authority by \$300,000. Eddie Benson, Maintenance Manager, will continue to serve as the Contract Administrator and will ensure contract compliance.

IV. FINANCIAL CONSIDERATIONS/IMPACT

This contract has a total not to exceed of \$6,500,000. Additional funds in an amount of \$300,000 are requested for approval at this time. The new contract total not to exceed would be \$6,800,000.

Funds to support this contract are included in the Fleet Maintenance FY17 & FY18 Revenue Vehicle Fuel (Account 504012) Operating Budgets.

V. ALTERNATIVES CONSIDERED

- None. As 78% of METRO's revenue vehicles are powered by LNG fuel, it is essential to our operations that we continue to purchase LNG fuel.

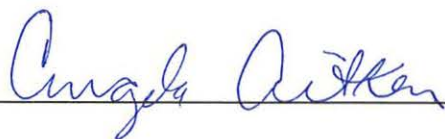
VI. ATTACHMENTS

Attachment A: First Amendment to the Contract with Clean Energy

Prepared By: Joan Jeffries, Administrative Specialist

VII. APPROVALS:

Eddie Benson, Maintenance Manager 

Approved as to fiscal impact:
Angela Aitken, Finance Manager 

Alex Clifford, CEO/General Manager 

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Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FIRST AMENDMENT TO CONTRACT NO. 12-37 FOR PURCHASE AND DELIVERY OF LIQUEFIED NATURAL GAS

This First Amendment to Contract No. 12-37 for Purchase and Delivery of Liquefied Natural Gas is made effective June 23, 2017 between the Santa Cruz Metropolitan Transit District ("Santa Cruz METRO"), a political subdivision of the State of California, and Clean Energy ("Contractor").

I. RECITALS

- 1.1 Santa Cruz METRO and Contractor entered into a Contract for Purchase and Delivery of Liquefied Natural Gas ("Contract") on August 1, 2012.
- 1.2 The Contract allows for amendment upon mutual written consent.
- 1.3 Santa Cruz METRO and Contractor desire to amend the Contract to increase the Contract total not-to-exceed amount.

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

II. COMPENSATION

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

Under the terms of the First Amendment, the Contract total not-to-exceed amount is increased by \$300,000.

The new Contract total not-to-exceed amount is \$6,800,000. Contractor understands and agrees that if it exceeds the \$6,800,000 maximum amount payable under this Contract, it does so at its own risk.

III. REMAINING TERMS AND CONDITIONS

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

IV. ACCEPTANCE OF ELECTRONIC SIGNATURES AND COUNTERPARTS

- 4.1 The parties agree that this Contract, agreements ancillary to this Contract, and related documents to be entered into this Contract will be considered executed when the signature of a party is delivered by scanned image as an attachment to electronic mail. Such scanned signature must be treated in all respects as having the same effect as an original signature. Each party further agrees that this Contract may be executed in two or more counterparts, all of which constitute one and the same instrument.

Attachment A

V. AUTHORITY

5.1 Article 6 is amended to include the following language:

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

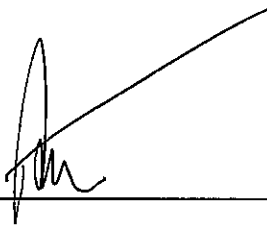
Signed on _____

Santa Cruz METRO –
SANTA CRUZ METROPOLITAN
TRANSIT DISTRICT

Alex Clifford, CEO/General Manager

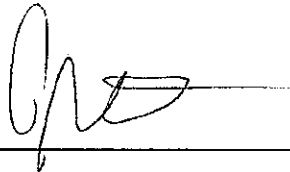
Contractor –
CLEAN ENERGY

Peter Grace, Senior Vice President,
Sales and Finance



Approved as to Form:

Julie Sherman, General Counsel





DATE: June 23, 2017
TO: Board of Directors
FROM: Eddie Benson, Maintenance Manager
SUBJECT: CONSIDERATION OF AWARD OF CONTRACT TO CLEAN ENERGY FOR PURCHASE AND DELIVERY OF LIQUEFIED NATURAL GAS NOT TO EXCEED \$5,793,900

I. RECOMMENDED ACTION

That the Board of Directors authorize the CEO to execute a contract with Clean Energy for Purchase and Delivery of Liquefied Natural Gas in an amount not to exceed \$5,793,900 for a 5-year period

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) has a need for Liquefied Natural Gas.
- A competitive procurement was conducted to solicit bids from qualified firms. 2 firms submitted bids for METRO's review.
- Staff has reviewed all submitted bids and is recommending that the Board of Directors award a contract to Clean Energy.

III. DISCUSSION/BACKGROUND

METRO has a need for the Purchase and Delivery of Liquefied Natural Gas to fuel our CNG powered transit fleet and vehicles. Santa Cruz METRO uses approximately 1,550,000 gallons of Liquefied Natural Gas (LNG) per year, which is converted to Compressed Natural Gas (CNG) by METRO's fueling station located next to the Judy K. Souza Operations Facility at 1200B River Street, Santa Cruz, CA 95060. Clean Energy is METRO's current contract holder for the Purchase and Delivery of Liquefied Natural Gas; however, this contract will expire on July 31, 2017, with no further options to renew.

On May 16, 2017, METRO legally advertised and distributed Invitation for Bids (IFB) No. 17-15 to ten (10) fuel companies throughout California, posted notice on its website, and sent email notices to GovDelivery subscribers. On June 5, 2017, bids were received and opened from two (2) firms. A summary of the bids received are provided in Attachment A. Maintenance staff and Purchasing staff has reviewed all submitted bids. Clean Energy has been determined to be the lowest responsible bidder whose bid is responsive to all the requirements of the IFB.

Staff recommends that the Board of Directors award the contract to Clean Energy and authorize the CEO to execute a 5-year contract with Clean Energy for the Purchase and Delivery of Liquefied Natural Gas on behalf of METRO with a base contract value of \$5,793,900, with one five-year option to extend, in an amount not to exceed \$11,587,800 over the life of the contract, which includes all exercised discretionary option years. Clean Energy will provide all equipment and materials meeting all METRO's specifications and requirements of the contract. Eddie Benson, Maintenance Manager, will serve as the Contract Administrator and will ensure contract compliance.

IV. FINANCIAL CONSIDERATIONS/IMPACT

The base value of the contract is \$5,793,900 for the first 5 years, which equates to \$1,158,780 per fiscal year. Should the five-year option be exercised, the total ten-year value of the contract is anticipated to be \$11,587,800.

Funds to support this contract are included in the Fleet Maintenance FY18 through FY27 Fuels and Lube (Account 4100-504012) Operating Budgets.

V. ALTERNATIVES CONSIDERED

None.

VI. ATTACHMENTS

Attachment A: Summary of Bids Received


Attachment B: Contract with Clean Energy

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

Prepared By: Eddie Benson, Maintenance Manager

VII. APPROVALS:

Eddie E. Benson, Maintenance Manager 

Approved as to fiscal impact:
Angela Aitken, Finance Manager 

Alex Clifford, CEO/General Manager 

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Attachment A



Bid Results for IFB No. 17-15 Purchase and Delivery of Liquefied Natural Gas Opened June 5, 2017 at 2:00 PM

BIDDER	AMOUNT BID	TOTAL PRICE FOR 1 ST YEAR	TOTAL PRICE OVER 5 YEARS
Applied LNG	\$ 0.7910 LNG Fuel Price/Gal	\$1,226,050.00	\$6,317,800.00
Clean Energy	\$ 0.7476 LNG Fuel Price/Gal	\$1,158,780.00	\$5,793,900.00

APPLIED LNG BID PRICING DETAIL:

LNG Fuel Index Price Per Gallon Formula					
\$ 0.50	+	\$ 0.226	+	\$ 0.07	= \$ 0.791
Fuel Supply Price		Southern California Border Index as of April 2017		Taxes (9.0%)	LNG Fuel Price/Gal
		Year 1	Year 2	Year 3	Year 4
Average Gallons used per year		1,550,000	1,550,000	1,550,000	1,550,000
Total contract Price per year (LNG Fuel Price per Gallon x 1,550,000)		\$ 0.791	\$ 0.803	\$ 0.815	\$ 0.827
Total price of 5 year contract:	Add Total Contract Price for Years 1 through 5:				\$ 6,317,800.00

Value for SoCal Gas Monthly Border Index as of April 2017: 0.226

Approximate Tank Trailer Capacity: 9500+

CLEAN ENERGY BID PRICING DETAIL:

LNG Fuel Index Price Per Gallon Formula					
\$ 0.4770	+	\$ 0.2254	+	\$ 0.0452	= \$ 0.7476
Fuel Supply Price		Southern California Border Index as of April 2017		Taxes (9.0%)	LNG Fuel Price/Gal
		Year 1	Year 2	Year 3	Year 4
Average Gallons used per year		1,550,000	1,550,000	1,550,000	1,550,000
Total contract Price per year (LNG Fuel Price per Gallon x 1,550,000)		\$ 1,158,780	\$ 1,158,780	\$ 1,158,780	\$ 1,158,780
Total price of 5 year contract:	Add Total Contract Price for Years 1 through 5:				\$ 5,793,900

Value for SoCal Gas Monthly Border Index as of April 2017: \$2.75 / MMBtu

Approximate Tank Trailer Capacity: approximately 10,000 LNG gallons

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Attachment B

CONTRACT FOR PROCUREMENT OF PURCHASE AND DELIVERY OF LIQUEFIED NATURAL GAS (17-15)

THIS CONTRACT is made effective on August 1st, 2017 between the SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (“Santa Cruz METRO”), a political subdivision of the State of California, and CLEAN ENERGY (“Contractor”).

1. RECITALS

1.01 Santa Cruz METRO’s Primary Objective

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

1.02 Santa Cruz METRO’s Need for Purchase and Delivery of Liquefied Natural Gas

Santa Cruz METRO requires the purchase of Purchase and Delivery of Liquefied Natural Gas to be used for standard purposes. In order to obtain said Purchase and Delivery of Liquefied Natural Gas, Santa Cruz METRO issued an Invitation for Bids, dated May 16, 2017, setting forth specifications for such Purchase and Delivery of Liquefied Natural Gas. The Invitation for Bids is attached hereto and incorporated herein by reference as Exhibit A.

1.03 Contractor’s Bid Form

Contractor is a supplier of Purchase and Delivery of Liquefied Natural Gas desired by Santa Cruz METRO and whose principal place of business is 4675 MacArthur Court, Suite 800, Newport Beach, CA 92660. Pursuant to the Invitation for Bids issued by Santa Cruz METRO, Contractor submitted a bid for Provision of said Purchase and Delivery of Liquefied Natural Gas, which is attached hereto and incorporated herein by reference as Exhibit B.

1.04 Selection of Contractor and Intent of Contract

On June 23, 2017, Santa Cruz METRO selected Contractor as the lowest responsive, responsible bidder to provide said Purchase and Delivery of Liquefied Natural Gas. The purpose of this Contract is to set forth the provisions of this procurement.

1.05 Contractor and Supplier Synonymous

For the purposes of this Contract, the terms “contractor” and “supplier” are synonymous.

Santa Cruz METRO and Contractor agree as follows:

2. INCORPORATED DOCUMENTS AND APPLICABLE LAW

2.01 Documents Incorporated in This Contract

The documents listed below are attached to this Contract and by reference made a part hereof. This is an integrated Contract. This writing constitutes the final expression of the parties’ Contract, and it is a complete and exclusive statement of the provisions of that Contract, except for written amendments, if any, made after the date of this Contract in accordance with Section 13.15 of the General Conditions to the Contract.

Attachment B

a) Exhibit A

Santa Cruz Metropolitan Transit District's "Invitation for Bids" dated May 16, 2017, including Addendum(s) No(s). 1 and 2 dated May 18, 2017 and May 23, 2017.

b) Exhibit B (Bid Form)

Contractor's Bid Form to Santa Cruz METRO for Purchase and Delivery of Liquefied Natural Gas, signed by Contractor and dated June 5, 2017.

2.02 Conflicts

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

2.03 Recitals

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

3. TIME OF PERFORMANCE

3.01 General

Contractor shall perform work under this Contract at such times to enable it to meet the time schedules specified in the Specifications Section of the IFB. The Contractor shall not be responsible for delays caused by force majeure events described in Section 3 of the General Conditions of the Contract.

3.02 Term

The term of this Contract commences on the execution of the Contract and shall remain in force for a five (5) year period thereafter. At the option of Santa Cruz METRO, this Contract may be renewed for one (1) additional five (5) year term under the same conditions. Santa Cruz METRO and Contractor may extend the term of this Contract at any time for any reason upon mutual written consent.

4. COMPENSATION

4.01 Terms of Payment

Upon written acceptance, Santa Cruz METRO agrees to pay Contractor an amount not to exceed \$5,793,900 as identified in the Bid Form, Exhibit B, for satisfactory completion of all work under the terms and provisions of this Contract within thirty (30) days thereof. Contractor understands and agrees that if they exceed the \$5,793,900 maximum amount payable under this Contract, they do so at their own risk.

4.02 Invoices

Contractor shall submit invoices with a purchase order number provided by Santa Cruz METRO on a per delivery basis.

Said invoice records shall be kept up-to-date at all times and shall be available for inspection by Santa Cruz METRO (or any grantor of Santa Cruz METRO, including, without limitation, any State or Federal agency providing project funding or reimbursement) at any time for any reason upon demand for not less than four (4) years after the date of expiration or termination of the Contract. Under penalty of law, Contractor represents that all amounts billed to Santa Cruz METRO are (1) actually incurred; (2) reasonable in amount; (3) related to this Contract; and (4) necessary for performance of the services. No expenses shall be paid by Santa Cruz METRO unless specifically allowed by this Contract.

Attachment B

5. NOTICES

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

Santa Cruz METRO

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

Attention: General Manager

CLEAN ENERGY

4675 MacArthur Court, Suite 800,
Newport Beach, CA 92660

Attention: Doug Cameron

6. ACCEPTANCE OF ELECTRONIC SIGNATURES AND COUNTERPARTS

The parties agree that this Contract, agreements ancillary to this Contract, and related documents to be entered into this Contract will be considered executed when the signature of a party is delivered by scanned image as an attachment to electronic mail. Such scanned signature must be treated in all respects as having the same effect as an original signature. Each party further agrees that this Contract may be executed in two or more counterparts, all of which constitute one and the same instrument.

7. AUTHORITY

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

Attachment B

Signed on _____

Santa Cruz METRO –
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Alex Clifford, CEO/General Manager

Contractor –
CLEAN ENERGY

Peter Grace, SVP Sales & Finance



Approved as to Form:

Julie Sherman, General Counsel





DATE: June 23, 2017
TO: Board of Directors
FROM: Eddie Benson, Maintenance Manager
SUBJECT: **CONSIDERATION OF AUTHORIZATION TO USE THE STATE OF CALIFORNIA DEPARTMENT OF GENERAL SERVICES CALIFORNIA MULTIPLE AWARD SCHEDULES (CMAS) CONTRACT FOR THE PURCHASE OF 1 AERIAL BOOM TRUCK IN AN AMOUNT NOT TO EXCEED \$97,514**

I. RECOMMENDED ACTION

That the Board of Directors authorize the CEO to use the State of California, Department of General Services California Multiple Award Schedules (CMAS) Cooperative Vehicle Contract for the purchase of one (1) Aerial Boom Truck vehicle for the Facilities

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) has budgeted for the purchase of one (1) Aerial Boom Truck for the Facilities Maintenance Department.
- Staff requests the use of the State of California, Department of General Services CMAS Cooperative Vehicle Contract for this procurement as a means of saving money and streamlining the procurement process.
- Staff recommends that the Board of Directors authorize the CEO to execute the State of California, Department of General Services CMAS Cooperative Vehicle Contract for the purchase of one (1) Aerial Boom Truck vehicle for an amount not to exceed \$97,514.

III. DISCUSSION/BACKGROUND

METRO requires the purchase of one (1) aerial boom truck (commonly known as a bucket truck) to assist Facilities Maintenance Department staff in maintenance projects that require the use of such a vehicle. METRO has never had this type of truck, and currently rents them when needed. Such a vehicle assists Facilities Maintenance staff with changing parking light bulbs, painting, accessing roofs, and other tasks that require access to high areas. The State of California Department of General Services has issued a Cooperative Vehicle Contract for vehicle procurements that includes the following quantity, make and model of the desired required vehicle: Altec AT37-G.

Utilizing cooperative purchasing agreements streamlines the procurement process and allows for better pricing than METRO could normally obtain due to the greater quantities requested in the solicitation documents.

Staff recommends that the Board of Directors authorize the CEO to use the State of California CMAS Contract number 4-02-23-0013A for the purchase of one (1) aerial boom truck for a total amount not to exceed \$97,514.

IV. FINANCIAL CONSIDERATIONS/IMPACT

The exact price of the aforementioned vehicle is \$97,513.58. However, the grant contains \$94,148.00, in the FY14 5339(a) Federal Formula Grant and staff is requesting the Board authorize METRO to have access to the full grant amount of \$94,148.00 and additional funds in the amount of \$3,365.58 to support this procurement that are available from the METRO Operating Capital Reserve Fund.

The 20% local match is provided by unrestricted FY17 STA funds.

V. ALTERNATIVES CONSIDERED

- Perform an individual procurement, rather than using the CMAS cooperative vehicle contract. The procurement lead time would be excessive if in house staff was to be responsible for defining specifications on this vehicle, and it's likely a less competitive price for the desired vehicle would result.
- Rejecting this procurement is not recommended as cost for renting is prohibitive given the number of projects this equipment will be used for.

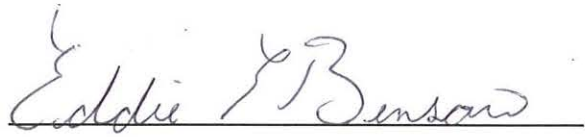
VI. ATTACHMENTS

Attachment A: Quote from Altec for Aerial Boom Truck

Prepared By: Alex Strudley, Purchasing Agent
Joan Jeffries, Administrative Specialist
Eddie Benson, Maintenance Manager

VII. APPROVALS:

Eddie Benson, Maintenance Manager



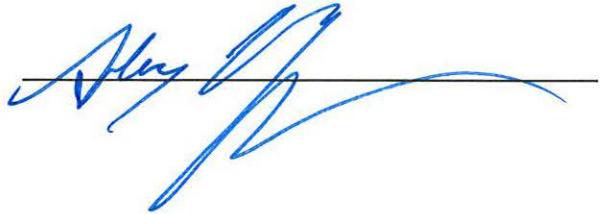
A handwritten signature in black ink, appearing to read "Eddie Benson", written over a horizontal line.

Approved as to fiscal impact:
Angela Aitken, Finance Manager



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

Alex Clifford, CEO/General Manager



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

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Attachment A



Reference Solicitation Number: N/A
 Opportunity Number: 787866
 Quotation Number: 360359-3
 GSA Contract #: GS-30F-1028G

GSA Piggyback

Date: 4/13/2017

Quoted for: Santa Cruz Metropolitan Transit

Quoted by: Riley Browne - Technical Sales Specialist

Phone: 540-966-2998 Fax: (540) 591-9430 Email: riley.browne@altec.com

Altec Federal Account Manager: Elana Martinez Phone: (303)416-0653 Email: elana.martinez@altec.com

Altec Local Account Manager: Don Hildebrandt - Central California

REFERENCE ALTEC MODEL

AT37-G	Articulating Telescopic Aerial Device (Insulated)	\$88,544
--------	---	----------

Per GSA Specifications in GSA Catalog plus Options below

(A.) GSA OPTIONS ON CONTRACT (Unit)

1	AT37-G-GAS	Gas Engine	-\$4,635
2	AT37-G-EDC	Secondary Stowage System	\$1,098

(A1.) GSA OPTIONS ON CONTRACT (General)

1	TT	Tool tray	\$70
2	CEC	CALIFORNIA EMISSIONS/ CERTIFICATION	\$113
3	FS	FORD SPARE TIRE/WHEEL - FRONT	\$295
4			
5			

GSA OPTIONS TOTAL: \$85,485

(B.) OPEN MARKET ITEMS

1	UNIT		
2	UNIT & HYDRAULIC ACC		
3	BODY	Altec Stock Body ILO 2014 CMAS Pricing	\$2,977
4	BODY & CHASSIS ACC		
5	ELECTRICAL		
6	FINISHING		
7	CHASSIS		
8	OTHER		
9	DELIVERY		Included

OPEN MARKET ITEMS TOTAL: \$2,977

SUB-TOTAL FOR UNIT/BODY/CHASSIS: \$88,462.00

GSA Piggyback Surcharge: \$1,000.00

Estimated Sales Tax (9%): \$8,051.58

TOTAL FOR UNIT/BODY/CHASSIS: \$97,513.58

(C.) ADDITIONAL ITEMS (items are not included in total above - ADD as required)

1			
2			
3			
4			
5			

****Pricing valid for 45 days****

NOTES

PAINT COLOR: White to match chassis, unless otherwise specified by solicitation.

WARRANTY: Standard Altec Warranty - One (1) year parts warranty One (1) year labor warranty Ninety (90) days warranty for travel charges (Mobile Service) Limited Lifetime Structural Warranty (May vary based on product quoted). Parts only warranty on mounted equipment for overseas customers. Chassis to include standard warranty, per the manufacturer. Chassis OEM to provide warranty support directly to customer. Extended warranty coverages available upon request.

TO ORDER: To order, please contact the Altec Inside Sales Representative listed above.

CHASSIS: Per Altec Commercial Standard

FET TAX: If chassis over 33K lbs. GVWR, 12 % FET is applicable.

DELIVERY: No later than 330-360 days ARO, unless Expedited Delivery options have been discussed with your Altec Account Manager. FOB Customer Location, unless otherwise stated in Quote.

TERMS: Net 30 days

STOCK UNIT OPTIONS: Stock unit options are subject to prior sale. If interested, please notify your Altec Account Manager within 7-business days of this quote to secure.

BEST VALUE: Altec boasts the following "Best Value" features: Altec ISO Grip Controls on Insulated Aerials for Extra Protection, Limited Lifetime Warranty on Structural Components for Aerials and Diggers, Largest Service Network in Industry (Domestic and Overseas), Altec SENTRY* Safety Certification CBT, Dedicated Government Account Manager(s), On-Site Operator Orientation with every Awarded Contract.

TRADE-IN: Equipment trades must be received in operational condition (as initial inspection) and DOT compliant at the time of pick-up. Failure to comply with these requirements, may result in customer bill-back repairs.

FISCAL YEAR BUDGET ADJUSTMENT: Government pricing is subject to occasional Economic Pricing Adjustment (EPA) to account model year and material cost changes. If this award occurs after the adjustment have been made, an estimated increase has been provided for your budgetary purposes.

CONTRACTOR CODE CAGE: 1CER8 - Corporate - Birmingham, AL

BUILD LOCATION CAGE: 8S950 - Dixon, California

GENERAL CONTACT/INQUIRIES: fedgovtsales@altec.com

Attachment A



Quote Number: 360359 - 3

Altec, Inc.

April 13, 2017
Our 88th Year

Ship To:

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
920 PACIFIC AVE
SANTA CRUZ, CA 95060
US

Bill To:

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
920 PACIFIC AVE
SANTA CRUZ, CA 95060
United States

Attn:
Phone: 831-420-2571
Email:

Altec Quotation Number: 360359 - 3
Account Manager: Don Hildebrandt
Technical Sales & Support: Rhawnie Kraak

<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
1.	ALTEC Model AT37G telescoping/articulating continuous rotation aerial device with an insulating articulating arm, insulating telescopic upper boom, and the patented ISO-Grip insulating system at the boom tip. Includes the following features: A. Ground to bottom of platform height: 37.8 feet B. Working height: 42.8 feet C. Maximum reach to edge of platform. Side Mounted Platform: 26.6 feet. End Mounted Platform: 28.3 feet (at 14.4 foot platform height). D. Telescopic boom extension: 9 feet 8 inches E. Continuous rotation F. Insulating Aerial Device, ANSI Category C, 46kV and Below G. Articulating Arm: Articulation is from -7 to 90 degrees. Insulator provides 12 inches of isolation. H. Compensation System: By raising the articulating arm only, the telescopic boom maintains its relative angle in relation to the ground. The work position is achieved through a single function operation. I. Telescoping upper boom: Articulation is from -25 to 75 degrees. J. Master/ Slave Leveling: Platform automatically maintains level during boom articulation through a lifetime master/slave hydraulic leveling system that requires no major preventive maintenance. K. The INSULATING UPPER CONTROL SYSTEM includes a single handle controller incorporating high electrical resistance components that is dielectrically tested to 40 kV AC with no more than 400 microampers of leakage. The control handle is green in color to differentiate it from other non-tested controllers. L. One set of tool outlets at the platform providing up to 5 gpm of flow for open center tools M. Hydraulic System: Open center system operating at 5gpm and 2,400 psi. N. Unit is painted with a powder coat paint process which provides a finish-painted surface that is highly resistant to chipping, scratching, abrasion and corrosion.	1	

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Attachment A

Quote Number: 360359 - 3

Altec, Inc.

<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
	O. Structural Warranty all of the following applicable major components is to be warranted for so long as the initial purchaser owns the product: Booms, boom articulation links, hydraulic cylinder structures, outrigger weldments, pedestals, subbases and turntables.		
	P. Manuals: Two (2) operator and Maintenance/Parts manuals		
2.	AT37G Unit Model	1	
3.	Engine Start/Stop & Secondary Stowage System: 12 VDC powered motor and pump assembly for temporary operation of the unit in a situation wherein the primary hydraulic source fails. Electric motor is powered by the chassis battery. This feature allows the operator to completely stow the booms and platform. Secondary Stowage & Start/Stop is activated with an air plunger at the platform and switch at the lower control station.	1	
4.	Post style pedestal mounting	1	
5.	Poly Hydraulic Reservoir, Pedestal Mounted, 7 Gallon (Includes Sight Gauge)	1	
6.	Single, One (1) Man, Fiberglass Platform; End Mounted with 180 degree rotator. 24 x 30 x 42 inches, includes hydraulic tilt.	1	
7.	Two (2) Platform Steps	1	
8.	Soft nylon reinforced vinyl platform cover for a 24 x 30 inch platform	1	
9.	Platform liner for a 24 x 30 x 42 inch platform	1	
10.	Platform Capacity, 400LBS.	1	
11.	Altec Patented ISO-Grip Insulating 4 Function, Proportional Speed, Upper Control Handle - with safety interlock and interlock guard. Forward/back operates upper boom in/out, tiller operates rotation CW/CCW, up/down operates lower boom up/down, and twist operates articulating arm up/down. Platform leveling is controlled with a separate interlocked control handle.	1	
12.	Manual lowering valve located at the boomtip. For use in emergency situations to allow the operator to lower the boom to the ground	1	
13.	Powder coat unit Altec White.	1	
<u>Unit & Hydraulic Acc.</u>			
14.	HVI-22 Hydraulic Oil (Standard).	9	
15.	Standard Pump For PTO	1	
16.	Hot shift PTO for automatic transmission	1	

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Page 2 of 9

UTILITY EQUIPMENT AND BODIES SINCE 1929

9-10A.3



<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
17.	360 Polyurethane tool tray (19 x 8 x 8), includes brackets for attaching to platform.	1	

Body

18.	108 Inch Universal Small Aerial Body for a 60 Inch CA Chassis with 29 Inch Long Side Access Tailshelf to Meet the Following Specifications:	1	
-----	---	---	--

- A. Basic body fabricated from A40 grade 100% zinc alloy coated steel
- B. All doors are full, double paneled, self-sealed with built-in drainage.
- C. Electro-zinc plated, steel hinge rods extend full length of door.
- D. Door hinges are zinc alloy material attached with rivets
- E. All doors contain stainless steel, flush mounted, paddle activated rotary style latches with two-stage locking, including keyed locks and adjustable strikers.
- F. Heavy-gauge welded steel frame construction with smooth galvanneal floor.
- G. All edges are either rolled or folded for strength and safety
- H. Door header drip rail at top for maximum weather protection.
- I. Neoprene or rolled fenders on wheel fender panels.
- J. Steel treated for improved primer bond and rust resistance.
- K. Automotive underseal applied to body.
- L. Automotive type non-porous door seals fastened to the door facing.
- M. 108 Inch Body Length
- N. 40 Inch Body Height (Standard)
- O. 94 Inch Body Width (Standard)
- P. 20 Inch Body Compartment Depth (Standard)
- Q. Body Color - White (Standard)
- R. Finish Paint Body At Body Manufacturer (Standard)
- S. 8 Inch Body Cross-members (Standard)
- T. No Treadplate On Compartment Tops
- U. 6 Inch tall wood tailboard installed at the rear of body cargo area
- V. No Compartment Lighting Supplied by the Body Manufacturer
- W. Stainless Steel Rotary Paddle Latch With Lock (Standard)
- X. Master Body Locking System (Standard)
- Y. No Chock Holders In Line Body Fender Panel Required (Standard)
- Z. Gas Shock Type Rigid Door Holders For Vertical Doors (Standard)
- AA. Chains On Horizontal Doors
- AB. Hotstick shelf extending full length of body on curbside.
- AC. Drop-Down Hot Stick Door For One (1) Shelf (Right Side)
- AD. Two (2) Hot Stick Brackets
- AE. 1st Vertical Street Side (LH) - Two (2) Adjustable Shelf With Removable Dividers On 4 Inch Centers
- AF. 1st Horizontal Street Side (LH) - One (1) Fixed Shelf With Removable Dividers On 8 Inch Centers
- AG. Rear Vertical Street Side (LH) - Six (6) Adjustable Locking Swivel Hooks
- AH. 1st Vertical Curb Side (RH) - Seven (7) Adjustable Locking Swivel Hooks,

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
	Louvered Panel Installed in Cargo Wall		
AI.	1st Horizontal Curb Side (RH) - Vacant		
AJ.	Rear Vertical Curb Side (RH) - Two (2) Adjustable Shelf With Removable Dividers On 4 Centers		
AK.	Aluminum Rock Guards Installed at Bottom		
AL.	29" Tailshelf with Integrated Side Access Steps, Two Wheel Chock Holders, and Smooth Galvaneal Floor Installed at Rear of Body		

Body and Chassis Accessories

19.	ICC Underride Protection	1	
20.	Combination 2 Ball (10,000 LB MGTW) And Pintle Hitch (16,000 LB MGTW)	1	
21.	Set Of Eye Bolts for Trailer Safety Chain, installed one each side of towing device mount.	1	
22.	Front Torsion Bar Installed On Chassis	1	
23.	Rear Torsion Bar Installed On Chassis	1	
24.	Appropriate counterweight added for stability.	1	
25.	Platform Rest, Rigid with Rubber Tube	1	
26.	Boom Rest for a Telescopic Unit	1	
27.	Mud Flap Without Altec Logo (Pair)	1	
28.	Wheel Chocks, Rubber with Metal Hairpin Style Handle, 9.75" L X 7.75" W X 5.00" H (Pair)	1	
29.	U-Shaped Grab Handle	1	
30.	Small Grab Handle Installed At Rear	1	
31.	Slope Indicator Assembly For Machine Without Outriggers	1	
32.	Safety Harness & 4.5 FT Lanyard (Medium To X-large)	1	
33.	5 LB Fire Extinguisher With Light Duty Bracket, Shipped Loose	1	
34.	Triangular Reflector Kit, Shipped Loose	1	
35.	Soft Vinyl Lanyard Pouch	1	
36.	Vinyl manual pouch for storage of all operator and parts manuals	1	

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
<u>Electrical Accessories</u>			
37.	Lights and reflectors in accordance with FMVSS #108 lighting package. (Complete LED, including LED reverse lights)	1	
38.	Single tone back up alarm installed between the chassis frame rails at the rear of the chassis. To work in conjunction with chassis reverse drive system	1	
39.	6-Way Trailer Receptacle (Pin Type) Installed At Rear	1	
40.	Ford Upfitter Switches (Supplied With Chassis)	1	
41.	Power Distribution Module Is A Compact Self-Contained Electronic System That Provides A Standardized Interface With The Chassis Electrical System. (Includes Operator's Manual)	1	
42.	Install secondary stowage system.	1	
43.	PTO Indicator Light Installed In Cab	1	
<u>Finishing Details</u>			
44.	Finish Paint Body Accessories Above Body Floor Altec White	1	
45.	Altec Standard; Components mounted below frame rail shall be coated black by Altec. i.e. step bumpers, steps, frame extension, pintle hook mount, dock bumper mounts, D-rings, receiver tubes, accessory mounts, light brackets, under-ride protection, etc. Components mounted to under side of body shall be coated black by Altec. i.e. Wheel chock holders, mud flap brackets, pad carriers, boxes, lighting brackets, steps, and ladders.	1	
46.	Apply Non-Skid Coating to all walking surfaces	1	
47.	English Safety And Instructional Decals	1	
48.	Vehicle Height Placard - Installed In Cab	1	
49.	Placard, HVI-22 Hydraulic Oil	1	
50.	Dielectric test unit according to ANSI requirements.	1	
51.	Stability test unit according to ANSI requirements.	1	
52.	Non-Focus Factory Build	1	
53.	Delivery Of Completed Unit	1	

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
54.	Inbound Freight	1	
55.	AT37G FA Installation	1	
<u>Chassis</u>			
56.	Chassis	1	
57.	Altec Supplied Chassis	1	
58.	2017 Model Year	1	
59.	Ford F550	1	
60.	4x2	1	
61.	60 Clear CA (Round To Next Whole Number)	1	
62.	Regular Cab	1	
63.	Chassis Cab	1	
64.	Chassis Wheelbase Length - 145	1	
65.	Ford 6.7L Power Stroke Diesel	1	
66.	Ford Torqshift 6-Speed (6R140) Automatic Transmission (w/PTO Provision)	1	
67.	GVWR 19,000 LBs	1	
68.	7,500 LBS Front GAWR	1	
69.	14,706 LBS Rear GAWR	1	
70.	Hydraulic Brakes	1	
71.	Park Brake In Rear Wheels	1	
72.	Ford E/F250-550 Single Horizontal Right Side Exhaust	1	
73.	No Idle Engine Shut-Down Required	1	
74.	50-State Emissions	1	
75.	Clean Idle Certification	1	
76.	Ford 40 Gallon Fuel Tank (Rear)	1	

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Attachment A

Quote Number: 360359 - 3
Altec, Inc.

<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
77.	Ford 7.2 Gallon DEF Tank (Mid Mount)	1	
78.	AM/FM Radio	1	
79.	Keyless Entry	1	
80.	Power Door Locks	1	
81.	Power Windows	1	
82.	Spare Tire	1	
83.	Block Heater	1	
84.	Vinyl Split Bench Seat	1	

Additional Pricing

85.	Standard Altec Warranty: One (1) year parts warranty, one (1) year labor warranty, ninety (90) days warranty for travel charges, limited lifetime structural warranty	1	
86.	Documentation Fees	1	

Unit / Body / Chassis Total	88,462.00
GSA Piggyback Surcharge	1000.00
Estimated Sales Tax (9%)	8,051.58
Total	97,513.58

Altec Industries, Inc.

BY _____

Rhawnie Kraak

Notes:

1 Altec Standard Warranty:

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UTILITY EQUIPMENT AND BODIES SINCE 1929

One (1) year parts warranty.

One (1) year labor warranty.

Ninety (90) days warranty for travel charges.

Warranty on structural integrity of the following major components is to be warranted for so long as the initial purchaser owns the product: Booms, boom articulation links, hydraulic cylinder structures, outrigger weldments, pedestals, subbases and turntables.

Altec is to supply a self-directed, computer based training (CBT) program. This program will provide basic instruction in the safe operation of this aerial device. This program will also include and explain ANSI and OSHA requirements related to the proper use and operation of this unit.

Altec offers its standard limited warranty with the Altec supplied components which make up the Altec Unit and its installation, but expressly disclaims any and all warranties, liabilities, and responsibilities, including any implied warranties of fitness for a particular purpose and merchantability, for any customer supplied parts

Altec designs and manufactures to applicable Federal Motor Vehicle Safety and DOT standards

2 Unless otherwise noted, all measurements used in this quote are based on a 40 inch (1016mm) chassis frame height and standard cab height for standard configurations.

3 F.O.B. - Customer Site

4 Altec Extended Warranty Option:

Labor/Material/Expense for 1 Year. Price to be quoted

An Altec Extended Warranty is an extension of Altec's Limited Warranty, that protects you from the repair cost associated with defects of materials and workmanship beyond the first year of ownership.

A number of packages are available and can be quoted upon request.

5 Price does not reflect any local, state or Federal Excise Taxes (F.E.T). The quote also does not reflect any local title or licensing fees. All appropriate taxes will be added to the final price in accordance with regulations in effect at time of invoicing.

6 Interest charge of 1/2% per month to be added for late payment.

7 Delivery: 330 days after receipt of order PROVIDING:

A. Order is received within 14 days from the date of the quote. If initial timeframe expires, please contact your Altec representative for an updated delivery commitment.

B. Chassis is received a minimum of sixty (60) days before scheduled delivery.

C. Customer approval drawings are returned by requested date.

D. Customer supplied accessories are received by date necessary for compliance with scheduled delivery.

E. Customer expectations are accurately captured prior to releasing the order. Unexpected additions or changes made at a customer inspection will delay the delivery of the vehicle.

Altec reserves the right to change suppliers in order to meet customer delivery requirements, unless specifically identified, by the customer, during the quote and or ordering process.

8 Trade-in offer is conditional upon equipment being maintained to DOT (Department of Transportation) operating and safety standards. This will include, but is not limited to tires, lights, brakes, glass, etc. All

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equipment, i.e., jibs, winches, pintle hooks, trailer connectors, etc., are to remain with unit unless otherwise agreed upon in writing by both parties. ALTEC Industries reserves the right to re-negotiate its trade-in offer if these conditions are not met.

All reasonable and necessary expenses required of ALTEC Industries to execute transportation of the trade-in will be invoiced to the customer for payment if these conditions are not met to maintain DOT standards.

Customer may exercise the option to rescind this agreement in writing within sixty (60) days after receipt of purchase order. After that time ALTEC Industries will expect receipt of trade-in vehicle upon delivery of new equipment as part of the terms of the purchase order unless other arrangements have been made.

- 9 This quotation is valid until JUN 19, 2017. After this date, please contact Altec Industries, Inc. for a possible extension.
- 10 After the initial warranty period, Altec Industries, Inc. offers mobile service units, in-shop service and same day parts shipments on most parts from service locations nationwide at an additional competitive labor and parts rate. Call 877-GO-ALTEC for all of your Parts and Service needs.
- 11 Please email Altec Capital at finance@altec.com or call 888-408-8148 for a lease quote today.
- 12 Please direct all questions to Don Hildebrandt at (707) 678-0800

Attachment A

UCode3	Description	Ucode4	2016SA Price
AT200AV-EDC	Secondary Stowage System	AT200AV-EDC	1066
AT200AV-AL	Air Line To The Platform	AT200AV-AL	120
AT200A-EDC	Secondary Stowage System	AT200A-EDC	1098
AT200A-AL	Air Line To The Platform	AT200A-AL	120
AT200A-GAS	Gas Engine	AT200A-GAS	-3785
AT200A-HYBRID	JEMS Hybrid Solution	AT200A-HYBRID	28827
AT200A-AWD	All Wheel Drive	AT200A-AWD	5008
AT237-US35	35' Boom Height (AT235)	AT237-US35	-1966
AT237-EDC	Secondary Stowage System	AT237-EDC	1098
AT237-AL	Air Line To The Platform	AT237-AL	128
AT237-GAS	Gas Engine	AT237-GAS	-4433
AT237-HYBRID	JEMS Hybrid Solution	AT237-HYBRID	28827
AT237-AWD	All Wheel Drive	AT237-AWD	5008
AP45A-AWD	All Wheel Drive	AP45A-AWD	22728
AT30-G-EDC	Secondary Stowage System	AT30-G-EDC	1098
AT30-G-GAS	Gas Engine	AT30-G-GAS	-4635
AT30-G-HYBRID	JEMS Hybrid Solution	AT30-G-HYBRID	28827
AT30-G-AWD	All Wheel Drive	AT30-G-AWD	5008
AT37-G-US40	40' Boom Height (AT40-G)	AT37-G-US40	1909
AT37-G-US35	35' Boom Height (AT35-G)	AT37-G-US35	-506
AT37-G-EDC	Secondary Stowage System	AT37-G-EDC	1098
AT37-G-HFO	H Frame Outriggers, Wooden Outrigger Pads, and Pad Holders	AT37-G-HFO	2897
AT37-G-GAS	Gas Engine	AT37-G-GAS	-4635
AT37-G-HYBRID	JEMS Hybrid Solution	AT37-G-HYBRID	28827
AT37-G-AWD	All Wheel Drive	AT37-G-AWD	5008
AT40M-PERSONNEL	Non-Material Handling Platform (AT40P)	AT40M-PERSONNEL	-3023
AT40M-US40S	Articulating Telescopic Aerial Device (Non-Insulated AT40S)	AT40M-US40S	-2720
AT40M-HYBRID	JEMS Hybrid Solution	AT40M-HYBRID	28827
AT40M-AWD	All Wheel Drive	AT40M-AWD	5008
L37M-HYBRID	JEMS Hybrid Solution	L37M-HYBRID	28827
L37M-AWD	All Wheel Drive	L37M-AWD	5008
L45M-US45P	Overcenter Articulating Aerial Device - Personnel (Insulated L45P)	L45M-US45P	-5542
L45M-US42M	42' Boom Height with Material Handling (Insulated L42M)	L45M-US42M	-2416
L45M-US42P	42' Boom Height - Personnel (Insulated L42P)	L45M-US42P	-1494
L45M-HYBRID	Integrated Hybrid Solution (Freightliner Chassis)	L45M-HYBRID	48606
L45M-AWD	All Wheel Drive	L45M-AWD	21897
LR756-US58	58' Boom Height (LR758)	LR756-US58	1091
LR756-US60	60' Boom Height (LR760)	LR756-US60	1612
LR756-EDC1	Engine Start/Stop With Secondary Stowage System	LR756-EDC1	2552
LR756-HYBRID	Integrated Hybrid Solution (Freightliner Chassis)	LR756-HYBRID	41310
LR756-AWD	All Wheel Drive	LR756-AWD	26573
LR756-RM-US58	58' Boom Height (LR758-RM)	LR756-RM-US58	1091
LR756-RM-US60	60' Boom Height (LRV60-RM)	LR756-RM-US60	1612
LR756-RM-EDC1	Engine Start/Stop With Secondary Stowage System	LR756-RM-EDC1	2552
LR756-RM-HYBRID	Integrated Hybrid Solution (Freightliner Chassis)	LR756-RM-HYBRID	41310
LR756-RM-AWD	All Wheel Drive	LR756-RM-AWD	21166
LR760-E70-EDC1	Engine Start/Stop With Secondary Stowage System	LR760-E70-EDC1	2552
LR760-E70-HYBRID	Integrated Hybrid Solution (Freightliner Chassis)	LR760-E70-HYBRID	41310
LR760-E70-AWD	All Wheel Drive	LR760-E70-AWD	23197
TA45M-US41	41' Boom Height (TA41M)	TA45M-US41	-2021
TA45M-PERSONNEL	Non-Material Handling Platform (ONLY FOR 45' BOOM HEIGHT - T	TA45M-PERSONNEL	-5076
TA45M-HYBRID	Integrated Hybrid Solution (Freightliner Chassis)	TA45M-HYBRID	39963
TA45M-AWD	All Wheel Drive	TA45M-AWD	23197
TA50-HYBRID	Integrated Hybrid Solution (Freightliner Chassis)	TA50-HYBRID	39998
TA50-AWD	All Wheel Drive	TA50-AWD	23197
TA60-US55	55' Boom Height (TA55)	TA60-US55	-2827
TA60-HYBRID	Integrated Hybrid Solution (Freightliner Chassis)	TA60-HYBRID	39998
TA60-AWD	All Wheel Drive	TA60-AWD	23197
AA55-ESR	Extended Side Reach	AA55-ESR	3843
AA55-US50	50' Boom Height (AA50)	AA55-US50	0
AA55-US60	60' Boom Height (AA60)	AA55-US60	5002
AA55-HYBRID	Integrated Hybrid Solution (Freightliner Chassis)	AA55-HYBRID	41758
AA55-AWD	All Wheel Drive	AA55-AWD	23197
AN55E-OC-US50	50' Boom Height (AN50E-OC)	AN55E-OC-US50	710
AN55E-OC-HYBRID	Integrated Hybrid Solution (Freightliner Chassis)	AN55E-OC-HYBRID	41758
AN55E-OC-AWD	All Wheel Drive	AN55E-OC-AWD	23197
AM55-US50	50' Boom Height (AM50)	AM55-US50	0
AM55-ESR	Extended Side Reach	AM55-ESR	3192
AM55-JEMS	JEMS Hybrid Solution	AM55-JEMS	28611
AM55-HYBRID	Integrated Hybrid Solution (Freightliner Chassis)	AM55-HYBRID	41768
AM55-AWD	All Wheel Drive	AM55-AWD	23197
AM60-ESR	Extended Side Reach (AM60E)	AM60-ESR	3187
AM60-ATR2	Air Transportability - C5 & C17 Aircraft Only (restrictions apply)	AM60-ATR2	4860
AM60-JEMS	JEMS Hybrid Solution	AM60-JEMS	28611

Attachment A

AM60-HYBRID	Integrated Hybrid Solution (Freightliner Chassis)	AM60-HYBRID	38537
AM60-AWD	All Wheel Drive	AM60-AWD	23197
AM60-2SP	Two Single-Man Platforms with Dual Controllers, Covers and Liners	AM60-2SP	12246
AM60-CP	Custom Paint	AM60-CP	800
AM900P-HYBRID	Integrated Hybrid Solution (Freightliner Chassis)	AM900P-HYBRID	41184
AM900P-AWD	All Wheel Drive	AM900P-AWD	23197
AM900-E100-AWD	All Wheel Drive	AM900-E100-AWD	24017
A77T-US65	65' Boom Height (A65MH)	A77T-US65	-17004
A77T-US70	70' Boom Height (A70MH)	A77T-US70	-13425
A77T-US72	72' Boom Height (A72T)	A77T-US72	-6713
A77T-TRACK	Track Carrier In Lieu Of Chassis	A77T-TRACK	181528
A77T-AWD	All Wheel Drive	A77T-AWD	24017
A77T-E93-TRACK	Track Carrier In Lieu Of Chassis	A77T-E93-TRACK	181528
A77T-E93-AWD	All Wheel Drive	A77T-E93-AWD	23887
AH100-TRACK	Track Carrier In Lieu Of Chassis	AH100-TRACK	179631
AH100-AWD	All Wheel Drive	AH100-AWD	23197
AH100-CAT-A	Aluminum Platform with Category A dielectric certification	AH100-CAT-A	26300
AH100-FSLB	Full Steel Line Body	AH100-FSLB	1299
AH100-FL112	Freightliner Conventional 6x6 cab/chassis (Upgrade Standard)	AH100-FL112	94649
AH100-FL114	Freightliner SD 6x6 cab/chassis (Upgrade Standard)	AH100-FL114	89722
AH100-EXT3	Extended Warranty with Travel	AH100-EXT3	10754
HL125-AWD	All Wheel Drive	HL125-AWD	45026
AH125-HFD	Hydraulic Front Drive Assist	AH125-HFD	24875
AH125-TRACK	Track Carrier in lieu of chassis	AH125-TRACK	154212
AH125-ATR2	Air Transportability- C5 & C17 Aircraft Only (restrictions apply)	AH125-ATR2	4309
AH125-ICE	SICE (Steel Boom with De-icing Equipment)	AH125-ICE	29416
AH125-AWD	All Wheel Drive	AH125-AWD	80310
AH150-HFD	Hydraulic Front Drive Assist	AH150-HFD	45026
AH150-TRACK	Track Carrier in lieu of chassis	AH150-TRACK	260895
AH150-AWD	All Wheel Drive	AH150-AWD	186870
DL45 -US42	42' Sheave Height (DL42)	DL45 -US42	-502
DL45 -BTW	Boom Tip Winch	DL45 -BTW	730
DL45 -DAA	Remove Upper Controls and Additional Accessories	DL45 -DAA	-4565
DL45 -RF	RoatFloat	DL45 -RF	1142
DL45 -ESLP	Electronic Side Load Protection-eSLP	DL45 -ESLP	1323
DL45 -AWD	All Wheel Drive	DL45 -AWD	23197
DM47B-US45	45' Sheave Height (DM45)	DM47B-US45	-1317
DM47B-US50	50' Sheave Height (DM50)	DM47B-US50	4646
DM47B-BTW	Boom Tip Winch	DM47B-BTW	873
DM47B-DAA	Remove Upper Controls and Additional Accessories	DM47B-DAA	-4565
DM47B-RF	RoatFloat	DM47B-RF	1142
DM47B-ESLP	Electronic Side Load Protection-eSLP	DM47B-ESLP	1323
DM47B-TRACK	Track Carrier In Lieu Of Chassis	DM47B-TRACK	124047
DM47B-AWD	All Wheel Drive	DM47B-AWD	23197
DC47-US45	45' Sheave Height (DC45)	DC47-US45	-1101
DC47-BTW	Boom Tip Winch	DC47-BTW	730
DC47-DAA	Remove Upper Controls and Additional Accessories	DC47-DAA	-4565
DC47-RF	RoatFloat	DC47-RF	1142
DC47-ESLP	Electronic Side Load Protection-eSLP	DC47-ESLP	1323
DC47-AWD	All Wheel Drive	DC47-AWD	23197
D2055B-US50	50' Sheave Height (D2050B)	D2055B-US50	-1211
D2055B-US45	45' Sheave Height (D2045B)	D2055B-US45	-1523
D2055B-BTW	Boom Tip Winch	D2055B-BTW	1702
D2055B-DAA	Remove Upper Controls and Additional Accessories	D2055B-DAA	-4565
D2055B-JIB	10ft. Material Handling Jib	D2055B-JIB	1058
D2055B-RF	RoatFloat	D2055B-RF	1142
D2055B-ESLP	Electronic Side Load Protection-eSLP	D2055B-ESLP	1323
D2055B-TRACK	Track Carrier In Lieu Of Chassis	D2055B-TRACK	165506
D2055B-AWD	All Wheel Drive	D2055B-AWD	23580
D3060B-US55	55' Sheave Height (D3055B)	D3060B-US55	-1021
D3060B-US50	50' Sheave Height (D3050B)	D3060B-US50	-1021
D3060B-BTW	Boom Tip Winch	D3060B-BTW	1702
D3060B-DAA	Remove Upper Controls and Additional Accessories	D3060B-DAA	-4565
D3060B-JIB	10ft. Material Handling Jib	D3060B-JIB	1058
D3060B-RF	RoatFloat	D3060B-RF	1142
D3060B-ESLP	Electronic Side Load Protection-eSLP	D3060B-ESLP	1323
D3060B-TRACK	Track Carrier In Lieu Of Chassis	D3060B-TRACK	165506
D3060B-AWD	All Wheel Drive	D3060B-AWD	23580
D4065B-US60	60' Sheave Height (D4060B)	D4065B-US60	-4335
D4065B-DAA	Remove Upper Controls and Additional Accessories	D4065B-DAA	-4565
D4065B-JIB	10ft. Material Handling Jib	D4065B-JIB	1058
D4065B-RF	RoatFloat	D4065B-RF	1142
D4065B-ESLP	Electronic Side Load Protection-eSLP	D4065B-ESLP	1323
D4065B-TRACK	Track Carrier In Lieu Of Chassis	D4065B-TRACK	177779

Attachment A

D4065B-AWD	All Wheel Drive	D4065B-AWD	22279
DT80-TRACK	Track Carrier In Lieu Of Chassis	DT80-TRACK	182216
DT80-AWD	All Wheel Drive	DT80-AWD	23197
HD35A-22-HD35-17	17' Digger	HD35A-22-HD35-17	-956
HD35A-22-HD35-12	12' Digger	HD35A-22-HD35-12	-2028
HD35A-22-HD35-10	10' Digger	HD35A-22-HD35-10	-3007
HD35A-22-AWD	All Wheel Drive	HD35A-22-AWD	23197
AC18-70B-(HL)-RM	Rear-Mount (AC18-70R-HL)	AC18-70B-(HL)-RM	3728
AC18-70B-(HL)-FBO	Front Bumper Outrigger	AC18-70B-(HL)-FBO	4729
AC18-70B-(HL)-UCR	Continuous Rotation (Must Select Front Bumper Outrigger)	AC18-70B-(HL)-UCR	3542
AC18-70B-(HL)-2JIB	Two Piece 24'-40' - Telescopic Side Stow Jib	AC18-70B-(HL)-2JIB	4888
AC18-70B-(HL)-SHEAVE1	One (1) Sheave Load Block With Holder	AC18-70B-(HL)-SHEAVE1	1451
AC18-70B-(HL)-PLAT	Two-Man Platform (30" x 60" - 600lbs. Capacity)	AC18-70B-(HL)-PLAT	3652
AC18-70B-(HL)-HR	Hose Reel with Rollers, Bracket, and Sheave Case	AC18-70B-(HL)-HR	5050
AC18-70B-(HL)-RRWR	240' of 9/16" Spin Resistant Cable	AC18-70B-(HL)-RRWR	496
AC18-70B-(HL)-RR	14" Removable Railing for Flatbed	AC18-70B-(HL)-RR	2345
AC18-70B-(HL)-PB	Marco Marine 19B Power Block	AC18-70B-(HL)-PB	16381
AC18-70B-(HL)-FT	Foot Throttles At Control Stands	AC18-70B-(HL)-FT	354
AC18-70B-(HL)-PC	Peterbilt 6x4 Chassis with Pusher in lieu of Standard	AC18-70B-(HL)-PC	22567
AC23-95B-RM	Rear mount (AC23-95R)	AC23-95B-RM	6599
AC23-95B-RS	Riding Seat (AC23-95S)	AC23-95B-RS	19053
AC23-95B-FBO	Front Bumper Outrigger	AC23-95B-FBO	4729
AC23-95B-UCR	Continuous Rotation (Must Select Front Bumper Outrigger)	AC23-95B-UCR	3542
AC23-95B-FBO1	Custom Front Bumper Outrigger	AC23-95B-FBO1	7609
AC23-95B-2JIB	Two Piece 26'-44' - Telescopic Side Stow Jib	AC23-95B-2JIB	5666
AC23-95B-PLAT	Two-Man platform (800lbs. Capacity)	AC23-95B-PLAT	5666
AC23-95B-RRWR	350' of 9/16" Spin Resistant Cable	AC23-95B-RRWR	566
AC23-95B-SHEAVE1	One (1) Sheave Load Block With Holder	AC23-95B-SHEAVE1	2267
AC23-95B-OJC	Outrigger Jack Controls At Crane Controls	AC23-95B-OJC	938
AC23-95B-12TW	12,000 lb Two Speed Winch	AC23-95B-12TW	1770
AC23-95B-OC	Oil Cooler- 90,000 BTU	AC23-95B-OC	1770
AC23-95B-HPG	Hydraulic Pole Guides	AC23-95B-HPG	50232
AC23-95B-HR	Hose Reel for Crane Accessories	AC23-95B-HR	5050
AC23-95B-RR	12" Removable Railing for Flatbed	AC23-95B-RR	2345
AC23-95B-ATB	One (1) Aluminum Tool Box	AC23-95B-ATB	890
AC23-95B-SHEAVE3	One (1) Sheave Load Block with Under-Deck Storage (2/3 Part)	AC23-95B-SHEAVE3	4337
AC23-95B-PB1	Peterbilt 6x6 chassis (Upgrade Standard)	AC23-95B-PB1	77711
AC28-103B-ODO	Out And Down Outriggers	AC28-103B-ODO	7106
AC28-103B-FBO	Front Bumper Outrigger	AC28-103B-FBO	4729
AC28-103B-UCR	Continuous Rotation (Must Select Front Bumper Outrigger)	AC28-103B-UCR	3542
AC28-103B-2JIB	Two Piece 26'-44' - Telescopic Side Stow Jib	AC28-103B-2JIB	5685
AC28-103B-PLAT	Two-Man Platform (800lbs. Capacity)	AC28-103B-PLAT	5685
AC28-103B-RRWR	350' of 9/16" Spin Resistant Cable	AC28-103B-RRWR	571
AC28-103B-SHEAVE1	One (1) Sheave Load Block With Holder	AC28-103B-SHEAVE1	2272
AC28-103B-OC	Oil Cooler- 90,000 BTU	AC28-103B-OC	1770
AC30-103S-2JIB	Two Piece 26'-44' - Telescopic Side Stow Jib	AC30-103S-2JIB	5685
AC30-103S-PLAT	Two-Man Platform (800lbs. Capacity)	AC30-103S-PLAT	5685
AC30-103S-RRWR	350' of 9/16" Spin Resistant Cable	AC30-103S-RRWR	571
AC30-103S-SHEAVE1	One (1) Sheave Load Block With Holder	AC30-103S-SHEAVE1	2272
AC30-103S-EOC	Enclosed Operator Cab	AC30-103S-EOC	7366
AC30-103S-CAC	Operator Cab AC	AC30-103S-CAC	5545
AC30-103S-CH	Operator Cab Heat	AC30-103S-CH	2629
AC30-103S-COC	Centralized Outrigger Controls at Rear	AC30-103S-COC	357
AC38-127S-USHL	Heavy Lift (AC38-127S-HL)	AC38-127S-USHL	5114
AC38-127S-US103	103', 5 Section Boom Rear Mount (AC38-103S)	AC38-127S-US103	-5099
AC38-127S-1JIB	One Piece 31' - Side Stow Jib	AC38-127S-1JIB	6110
AC38-127S-2JIB	Two Piece 31'-55' - Telescopic Side Stow Jib	AC38-127S-2JIB	7676
AC38-127S-PLAT	Two-Man Platform (800lbs. Capacity)	AC38-127S-PLAT	4755
AC38-127S-RRWR	385' of 5/8" Spin Resistant Cable	AC38-127S-RRWR	639
AC38-12703S-SHEAVE1	One (1) Sheave Load Block With Holder	AC38-12703S-SHEAVE1	2166
AC38-127S-SHEAVE2	Two (2) Sheave Load Block With Holder	AC38-127S-SHEAVE2	3728
AC38-127S-EOC	Enclosed Operator Cab	AC38-127S-EOC	7366
AC38-127S-CAC	Operator Cab AC	AC38-127S-CAC	5544
AC38-127S-OCH	Operator Cab Heat	AC38-127S-OCH	2630
AC38-127S-COC	Centralized Outrigger Controls at Rear	AC38-127S-COC	357
AC38-127S-5AW	5,000 lb Auxiliary Winch	AC38-127S-5AW	11369
AC38-127S-TRACK	Track Carrier In Lieu Of Chassis	AC38-127S-TRACK	250729
RL9-RD	Reel Driver Kit	RL9-RD	3341
RL9-ATR	Air Transportability	RL9-ATR	4552
RL9-AWD	All Wheel Drive	RL9-AWD	23197
LP108-LD	Light Duty (LP108L)	LP108-LD	-89424
LP108-AWD	All Wheel Drive	LP108-AWD	18892
HLIW1600T-G12	1200 Gallon (HLIW1200T)	HLIW1600T-G12	-1511
AF1472-AWD	All Wheel Drive	AF1472-AWD	16499
PM47025 - PM23	32' PM Knuckleboom Crane - PM21523S	PM47025 - PM23	-33,500

Attachment A

Code	Description	Code2	Price
OH	Hydraulic Oil Heater, 12V, Adjustable Temperature Range With Programmable Controller	OH	1222
OC	Hydraulic Oil Cooler, Single Fan	OC	368
BK	Water Cask	BK	173
CH	Cone Holder, Fold Over Post Style	CH	233
CG	Cab Guard (restrictions apply)	CG	2399
RW	Rear Window Guard	RW	228
LR	Ladder Rack - Sloped Aluminum Ladder Rack, Curbside, 102" - 108" L Body	LR	512
CL	COMPARTMENT LIGHTS in Body Compartments (Dome Style) (Per Compartment)	CL	82
RL	COMPARTMENT LIGHTS in Body Compartments (Rope Style)(Per Compartment)	RL	84
DRA	DRILL AUGER SET for UT57 Includes Four (4) 18" Long Augers in Sizes of 9/16", 11/16", 13/16", 15/16"	DRA	211
HGEN	HYDRAULIC GENERATOR. 3000-Watt Load Demand with Outlet at Rear of Body	HGEN	1575
DGEN	Detachable Electric Start Generator (5,000 Watt)	DGEN	2687
HRS	Spring loaded hose reel for mounting 25' conductive hoses	HRS	1121
CAA	COMPLETE 9' CROSS-ARM ASSEMBLY. Includes One (1) 9'x3" Cross-arm, Swivel Support, Brace Pole,	CAA	1739
LTC	Lower tool circuit	LTC	348
MCR	2" SINGLE CONDUCTOR HOLDER. Attaches to End of Jib for Lifting Phases.	MCR	495
MCR1	Jib Adapter - Jib adapter is for Altec 4.1" x 4.1" Square Jibs (Square to Round Conversion)	MCR1	489
PSWI	PURE SINE WAVE INVERTER.1800 Watts Continuous. GFCI Outlet at Rear.	PSWI	2091
PSWI2	PURE SINE WAVE INVERTER.2400 Watts Continuous. GFCI Outlet at Rear.	PSWI2	2494
PSWI3	PURE SINE WAVE INVERTER.3400 Watts Continuous. GFCI Outlet at Rear.	PSWI3	3187
VRI	120 Volt GFCI Receptacle, Includes Weather-Resistant Enclosure	VRI	195
RADIO	Radio remotes Controls	RADIO	9439
HSS8	8-POINT HEX SOCKET SET. Set Includes Thirteen (13) Deep Well Sockets of Sizes 3/8" Thru 1-1/8"	HSS8	171
HSS6	6-POINT HEX SOCKET SET. Set Includes Eleven (11) Deep Well Sockets of Sizes 1/2" Thru 1-1/8"	HSS6	279
SOC1	Socket set for UTS6 includes eleven 12-point sockets. All sockets to be 3/4" drive.	SOC1	215
SPOT	Post-mounted spotlight. Driver's side only	SPOT	272
SPOT1	Post-mounted spotlight. One (1) each side of chassis	SPOT1	544
SPOT2	Deck-mounted spotlight. Two (2) deck lights mounted on boom support	SPOT2	443
SPOT3	4-point recessed LED strobe system	SPOT3	472
SPOT4	6-point recessed LED strobe system	SPOT4	651
TH1	Tool holder for pistol grip chainsaw	TH1	109
TH2	Tool holder for pole saw	TH2	183
TH3	Tool holder for circle saw	TH3	178
TH4	Tool holder for pruner	TH4	178
TH5	Tool holder for impact wrenches and drills	TH5	199
THS	Hydraulic tool hoses, second set. 8' of 3/8" non-conductive hose	THS	104
TJ	Tools - tire removal and jack	TJ	207
TT	Tool tray	TT	70
RO	Radial Outriggers (restrictions apply)	RO	2140
DP	Dica Pads and Pad Holder With Rope Handle (Pair)	DP	608
UHC	MY-TE HY3D Hydraulic capstan - 800lb single line or 1600lb double line	UHC	2574
UHPP	Hydraulic pole puller	UHPP	957
UHT	Hydraulic tamp	UHT	1429
UTS1	Hydraulic chainsaw, pistol grip	UTS1	1043
UTS2	Hydraulic pole saw	UTS2	1304
UTS3	Hydraulic circle saw	UTS3	1309
UTS4	Hydraulic pruner	UTS4	1205
UTS6	Hydraulic impact wrench. Maximum output torque of up to 1200 ft/lbs	UTS6	2034
UTS7	Fairmont Reversible Hydraulic drill.	UTS7	1286
UTW	Fairmont Hydraulic impact wrench. Maximum output torque of 400ft/lbs	UTW	916
ECP	12-VDC Electric capstan package. 650 lb. single-line and 1300-lb. double-line capacity.	ECP	2135
GNT	Mid-ship two-speed winch continuous duty planetary drive.15,000 lb. bare drum capacity	GNT	23308
MEW	12,000 lbs Electric winch package	MEW	3127
MHC	Mounted hydraulic capstan. Mounted curbside on front frame extension	MHC	4475
MHW18	20,000 lb Hydraulic front winch, one-speed, bumper package.	MHW18	7651
MHW35	20,000 lb Hydraulic front winch, one-speed, bumper package.	MHW35	15789
UHB	CR reel bayonet capstan. 20" diameter CR reel	UHB	1228
UHBD	Aluminum Bayonet Capstan Drum (fits any winch extended shaft)	UHBD	524
UA12	12" Diameter Dirt Auger Full Flight - 2 1/2" Hex	UA12	946
UA18	18" Diameter Dirt Auger Full Flight - 2 1/2" Hex	UA18	1138
UA24	24" Diameter Dirt Auger Full Flight - 2 1/2" Hex	UA24	1349

Attachment A

UA30	30" Diameter Dirt Auger Full Flight - 2 1/2" Hex	UA30	1797
UAR12	12" Rock Ripper Auger Full Flight - 2 1/2" Hex	UAR12	1017
UAR18	18" Rock Ripper Auger Full Flight - 2 1/2" Hex	UAR18	1290
UAR24	24" Rock Ripper Auger Full Flight - 2 1/2" Hex	UAR24	1479
UAR30	30" Rock Ripper Auger Full Flight - 2 1/2" Hex	UAR30	1505
PDR09	9" Diameter auger for Pressure Digger	PDR10	2287
PDR18	18" Diameter auger for Pressure Digger	PDR18	2492
PDR24	24" Diameter auger for Pressure Digger	PDR24	3741
PDR36	36" Diameter auger for Pressure Digger	PDR36	4062
PDR48	48" Diameter auger for Pressure Digger	PDR48	4970
ABG	ALUMINUM BUMPER/GRILL, INSTALLED	ABG	2500
CC	INTERNATIONAL CREW CAB	CC	7246
FSC	FORD SUPER CAB	FSC	1979
FCC	FORD CREW CAB	FCC	2917
CEC	CALIFORNIA EMISSIONS/ CERTIFICATION	CEC	113
D1	DRIVER CONTROLLED LOCKING DIFFERENTIAL	D1	1430
D3	TRACTION TYPE DIFFERENTIAL (no-spin) / automatic type	D3	1254
DSS2	DRIVER AND PASSENGER AIR OPERATED SUSPENSION SEATS	DSS2	1019
EH	ENGINE BLOCK HEATER OEM. 110-VAC	EH	96
ECB	ENGINE COMPRESSION BRAKE (Excluding M7)	ECB	1066
EXB	ENGINE EXHAUST BRAKE	EXB	710
EPH	PRE-HEATER FOR CHASSIS, INSTALLED	EPH	3200
H4	Extended coolant protection - 60 degrees Fahrenheit requires the percentage of antifreeze in the cooling system shall be increased to provide protection against freezing down to minus sixty degrees Fahrenheit	H4	204
MIL	MILITARY MARKINGS Tags, Data Plates, and Forms	MIL	273
MTL	TRAILER LIGHTING CABLE 110" coiled electric cable with 7-way female trailer plugs	MTL	44
RM3	MOTORIZED SIDE MIRRORS	RM3	452
SEHB	ENGINE OIL HEATER W/ BLOCK & CORD 110-VAC	SEHB	697
SEHC	IN-LINE FUEL WARMER	SEHC	662
SEHD	IN-TANK FUEL WARMER	SEHD	957
SRP	STANDARD RUSTPROOFING. When code SRP is specified, the vehicle shall be rust-proofed in accordance with FED-STD-297	SRP	295
STF	INTERNATIONAL SPARE TIRE/WHEEL - Front	STF	1104
STR	INTERNATIONAL SPARE TIRE/WHEEL - Rear	STR	1104
FS	FORD SPARE TIRE/WHEEL - FRONT	FS	295
STC	SPARE TIRE CARRIER	STC	275
TBE	ELECTRIC TRAILER BRAKE CONTROLLER	TBE	222
VES	VERTICAL EXHAUST	VES	229
FT	70 Gallon Fuel Tank (International Chassis Only)	FT	233
XP	EXPORT PREP	XP	420

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DATE: June 23, 2017
TO: Board of Directors
FROM: Angela Aitken, Finance Manager
SUBJECT: CONSIDERATION OF RESOLUTION APPROVING THE FY17 REVISED CAPITAL BUDGET

I. RECOMMENDED ACTION

That the Board of Directors adopt a resolution approving the FY17 Revised Capital Budget, as presented in Attachment B

II. SUMMARY

- The Board of Directors adopted the FY17 Capital Budget on June 24, 2016.
- Periodic capital budget revisions may be required due to new grant awards, new projects, changes to the scope of existing projects, spending, and removal of projects that are no longer needed.
- Revisions to an adopted capital budget require Board approval and the adoption of a resolution.

III. DISCUSSION/BACKGROUND

The Board of Directors (BOD) must adopt an Operating and Capital Budget by June 30th each year. The Board adopted the FY17 & FY18 Operating and FY17 Capital Budget on June 24, 2016.

This will be the fifth revision to the FY17 Capital Budget since it was adopted;

- The first revision was approved at the August 26, 2016 BOD meeting;
- The second revision was approved at the February 24, 2017 BOD meeting;
- The third revision was approved at the March 24, 2017 BOD meeting;
- The fourth revision was approved at the April 28, 2017 BOD meeting.

Staff requests that the Board adopt a resolution (Attachment A) to approve the FY17 Revised Capital Budget (Attachment B)

A Reconciliation by Project as of June 23, 2017 (Attachment C) is provided; this reconciles the (current) FY17 Revised Capital Budget against the (original) Final FY17 Capital Budget adopted on June 24, 2016.

This revision impacts three (3) capital projects.

IV. FINANCIAL CONSIDERATIONS/IMPACT

The original FY17 Capital Budget adopted June 24, 2016 totals \$5,195,832.

- Revision 1 – August 26, 2016 – this revision added one (1) capital project; Ticket Vending Machine Cash Devices and Components funded with Cash Reserves of \$15,000. This revision resulted in a net increase of \$15,000, for a FY17 Revised Capital Budget balance of \$5,210,832.
- Revision 2 – February 24, 2017 – this revision added, reduced and adjusted several projects. See attachment C for complete details. This revision resulted in a net increase of \$10,483,010, for a FY17 Revised Capital Budget balance of \$15,693,842.
- Revision 3 – March 24, 2017 – this revision adds funding to the Paracruz Van Replacement project and reduces the number of vehicles. This revision is a net increase of \$11,585, for a FY17 Revised Capital Budget balance of \$15,705,427.
- Revision 4 – April 28, 2017 – this revision adds funding to the FTA Section 5310-(1 Paracruz Vehicle) project, adds one (1) CNG Bus Replacement (RTC-STBG), and adjusts the number of vehicles in Replace 9 Non-Revenue Vehicles (FTA 5339(a)) project. This revision is a net increase of \$573,000, for a FY17 Revised Capital Budget balance of \$16,278,427.
- Revision 5 – June 23, 2017 – this revision adds funding to three (3) vehicle purchases, adds funding for a table saw, and the Watsonville Transit Center Customer Service Renovation project and is a net increase of \$117,030 for a FY17 Revised Capital Budget balance of \$16,395,457.

The Reconciliation by Project as of June 23, 2017 (Attachment C) lists the detail of all changes by project since adoption on June 24, 2016, and includes an explanation for the action. The year to date change is a net increase of \$11,199,625.

The estimated balance of the Operating and Capital Reserve Fund before this action is \$274K. This action allocates \$117K of Operating and Capital Reserve Funds, therefore the new estimated balance of the Operating and Capital Reserve Fund is \$157K.

V. ALTERNATIVES CONSIDERED

- There are no recommended alternatives at this time. If the revised budget is not approved, important capital improvements and capital projects may be delayed or cancelled.


VI. ATTACHMENTS

- Attachment A:** FY17 Capital Budget Resolution
Attachment B: FY17 Revised Capital Budget as of June 23, 2017
Attachment C: FY17 Revised Capital Budget – Reconciliation by Project as of June 23, 2017

Prepared By: Debbie Kinslow, Assistant Finance Manager

VII. APPROVALS:

Approved as to fiscal impact:
Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager





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

Resolution No. _____
On the Motion of Director _____
Duly Seconded by Director _____
The following Resolution is adopted:

**A RESOLUTION OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
AUTHORIZING A REVISION TO THE FY17 CAPITAL BUDGET**

WHEREAS, the Board of Directors approved the FY17 Capital Budget on June 24, 2016 with a total budget of \$5,195,832; and

WHEREAS, the Board of Directors previously amended the FY17 Capital Budget by \$11,082,595 for a total budget of \$16,278,427; and

WHEREAS, it is necessary to revise the adopted FY17 Capital Budget by \$117,030 to add funds for various capital projects.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Santa Cruz Metropolitan Transit District hereby amends the FY17 Capital Budget per Attachment B to this resolution for a total FY17 Capital Budget of \$16,395,457.

PASSED AND ADOPTED this 23rd day of June 2017, by the following vote:

AYES: Directors -

NOES: Directors -

ABSENT: Directors -

ABSTAIN: Directors -

Approved _____
JIMMY DUTRA
Board Chair

Attachment A

ATTEST _____
ALEX CLIFFORD,
CEO, General Manager

APPROVED AS TO FORM:

JULIE A. SHERMAN
General Counsel

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY17 (REVISED) CAPITAL BUDGET
AS OF JUNE 23, 2017

9-11B.1

PROJECT/ACTIVITY	RESTRICTED FEDERAL FUNDS	RESTRICTED SAKATA/LAW SUIT PROCEEDS	RESTRICTED PTMISEA (1B) - JKS OPS BLDG	RESTRICTED PTMISEA (1B) - PAC STATION + BUS & BUS FACILITIES	RESTRICTED CAL-OES PROP-IB-TRANSIT SECURITY	RESTRICTED STIP	RESTRICTED LCTOP	RESTRICTED CAPITAL RESTRICTED STA	UNRESTRICTED FY17 STA (XFR 1/5 FROM OPER BUDGET)	UNRESTRICTED OPERATING & CAPITAL RESERVE FUND	TOTAL
Estimated 'Cash on Hand' Balance (if applicable)	N/A	\$ 460,000	\$ 553,753	\$ 5,989,824	\$ 1,075,000	N/A	\$ 709,292	\$ 45,000	\$ -	\$ 1,257,342	\$ 10,090,211
Amount Available if not 'Cash on Hand'	\$ 6,246,168					\$ 247,950			\$ 370,000		\$ 6,864,118
Construction Related Projects											
1 Metrolase Project - Judy K. Souza - Operations Bldg.	\$ -	\$ 460,000	\$ 553,753	\$ 1,411,247	\$ 445,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,870,000
2 Transit Security Projects					\$ 630,000						\$ 630,000
3 Pacific Station/Metro Center - Conceptual Design / MOU	\$ 168,822			\$ 3,576,333					\$ 42,205		\$ 3,787,360
4 Watsonville Transit Center C/S Renovation	\$ 168,822	\$ 460,000	\$ 553,753	\$ 4,987,580	\$ 1,075,000	\$ -	\$ -	\$ -	\$ 42,205	\$ 100,000	\$ 100,000
Subtotal		\$ 460,000	\$ 553,753	\$ 4,987,580	\$ 1,075,000	\$ -	\$ -	\$ -	\$ 42,205	\$ 100,000	\$ 7,387,360
IT Projects											
5 HR Software Upgrade (cont.)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,000	\$ -	\$ -	\$ 18,000
Subtotal		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,000	\$ -	\$ -	\$ 18,000
Facilities Repair & Improvements											
6 Repair Watsonville Transit Center (FTA 5339a FY13)	\$ 63,040							\$ 15,760			\$ 78,800
7 Reseal, Resurface Parking Lots (FTA 5339a FY13)	\$ 60,000								\$ 15,000		\$ 75,000
8 Bus Stop & Fac Improve, TBD (FTA 5339a FY15/16)	** \$ 73,380										\$ 73,380
9 Maintenance Bldg. Structural Upgrade	\$ -								\$ 30,000		\$ 30,000
10 Repair Roof at Pacific Station (FTA 5339a FY13)	\$ 12,000							\$ 3,000			\$ 15,000
11 Relocate Mechanics Sink-Golf Club (FTA 5339a FY14)	\$ 7,638								\$ 1,910		\$ 9,548
12 Upgrade Exhaust Evac.-Golf Club (FTA 5339a FY14)	\$ 6,400								\$ 1,600		\$ 8,000
Subtotal	\$ 222,458	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,760	\$ 48,510	\$ -	\$ 289,728
Revenue Vehicle Replacement & Campaigns											
13 Electric Bus (3) + Infrastructure & Project Mgmt. (FTA 5339c FY16)	\$ 3,810,348			\$ 575,028						\$ 551,136	\$ 4,936,512
14 Electric Bus (1) - Watsonville ZEB Circulator (FY15/16)	\$ -			\$ 357,216			\$ 709,292				\$ 1,066,508
15 Paracruz Van Replacements (11) (FTA 5339a FY15/16)	\$ 816,000									\$ 11,585	\$ 827,585
16 CNG Bus Replacement (1) (RTC-STBG)	\$ 500,000			\$ 70,000		\$ 247,950					\$ 777,950
17 Paracruz Van Replacements (2 - 2 purch in FY16)	\$ 221,277								\$ 87,786	\$ 8,203	\$ 319,063
18 Mid-Life Bus Engine Overhaul (7) (FTA 5339a FY14)	\$ 105,467								\$ 55,319		\$ 160,786
19 Bus Repaint Campaign (36) (FTA 5339a FY14)	\$ 58,453								\$ 26,367		\$ 84,820
20 Bus Repaint Campaign (20) (FTA 5339a FY13)	\$ 50,400								\$ 14,613		\$ 65,013
21 FTA Section 5310-(1) Paratransit Vehicle	\$ 5,561,945	\$ -	\$ -	\$ 1,002,244	\$ -	\$ 247,950	\$ 709,292	\$ -	\$ 12,600	\$ 3,000	\$ 66,000
Subtotal	\$ 5,561,945	\$ -	\$ -	\$ 1,002,244	\$ -	\$ 247,950	\$ 709,292	\$ -	\$ 196,665	\$ 573,924	\$ 8,292,040
Non-Revenue Vehicle Replacement											
22 Replace 9 Non-Revenue Vehicles (FTA 5339a FY13)	\$ 171,023								\$ 42,756		\$ 213,779
23 Replace High Lift Bucket Truck (FTA 5339a FY14)	\$ 75,318								\$ 18,830	\$ 3,666	\$ 97,814
24 Propane Fueled Tow Motor (FTA 5339a FY14)	\$ 46,602								\$ 11,651	\$ 1,747	\$ 60,000
Subtotal	\$ 292,943	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 73,237	\$ 5,413	\$ 371,593
Fleet & Maint Equipment											
25 High Weight Capacity Low Profile Axle Jack	\$ -										\$ 1,277
26 Cabinet Table Saw	\$ -										\$ 3,414
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,691	\$ 4,691
Office Equipment											
27 None at this time	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Misc.											
28 Ticket Vending Machine-SLV-Installation Costs								\$ 8,000	\$ 9,045		\$ 17,045
29 Ticket Vending Machine-Cash Devices & Components										\$ 10,750	\$ 10,750
30 Ticket Vending Machine-Software/Pin Pad Upgrade										\$ 4,250	\$ 4,250
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000	\$ 9,045	\$ 15,000	\$ 32,045

**FY17 CAPITAL BUDGET
RECONCILIATION BY PROJECT
AS OF JUNE 23, 2017-5TH REVISION**

Attachment C

FY17 FINAL CAPITAL BUDGET ADOPTED JUNE 24, 2016:				\$ 5,195,832
CAPITAL PROJECT	SOURCE	AMOUNT	TOTAL	
Add: Ticket Vending Machine - Cash Devices & Components	RESERVES	\$ 15,000		
Reason: Purchasing these components will allow Maintenance and Security to do a once a month maintenance on the TVM machines and pull the monetary components for Finance to do the financial balancing and deposits of monthly revenue from the TVM machines.				
Increase: Pacific Station/Metro Center Conceptual Design	PTMISEA	\$ 3,576,333		
Reason: Add PTMISEA funds authorized by the BOD for this project				
Reduce: Repaint Watsonville Transit Center	FTA 5339(a) FY13	\$ (22,592)		
	STA	\$ (5,648)		
Reason: Funds reallocated between the FTA 5339(a) 13/14 and 15/16 projects when the FY15/16 allocation was reassigned from Caltrans to FTA				
Add: Bus Stop & Facilities Improvements TBD	FTA 5339(a) FY15/16	\$ 73,380		
Reason: FTA 5339(a) FY15/16 project award (Local match for this project is provided by Toll Credits)				
Add: Electric Bus (3) + Infrastructure & Project Mgmt.	FTA 5339(c) LoNo	\$ 3,810,348		
	PTMISEA	\$ 576,997		
	ALT FUEL TAX	\$ 549,167		
Reason: FTA 5339(c) LoNo grant awarded for the purchase of 3 Electric buses + infrastructure and project management				
Add: Electric Bus (1) Watsonville ZEB Circulator	LCTOP	\$ 709,292		
	PTMISEA	\$ 357,216		
Reason: Add LCTOP project awarded 5/27/16				
Add: Paracruz Van Replacements (12) @ \$68K	FTA 5339(a) FY15/16	\$ 816,000		
Reason: FTA 5339(a) FY15/16 project award (Local match for this project is provided by Toll Credits)				

**FY17 CAPITAL BUDGET
RECONCILIATION BY PROJECT
AS OF JUNE 23, 2017-5TH REVISION**

Attachment C

CAPITAL PROJECT	SOURCE	AMOUNT	TOTAL
Increase: Mid-Life Bus Engine Overhauls (7)	FTA 5339(a) FY14	\$ 31,611	
	STA	\$ 7,903	
Reason: Funds reallocated between the FTA 5339(a) 13/14 and 15/16 projects when the FY15/16 allocation was reassigned from Caltrans to FTA			
Adjust: Bus Repaint Campaign (56)	FTA 5339(a) FY13/14	\$ 1,381	
	STA	\$ 345	
Reason: Funds reallocated between the FTA 5339(a) 13/14 and 15/16 projects when the FY15/16 allocation was reassigned from Caltrans to FTA			
Add: High Weight Capacity Low Profile Axle Jack	RESERVES	\$ 1,277	
Reason: This equipment is needed for changing tires out on the road, so the mechanics do not have to be under the bus.			
Adjust: Paracruz Van Replacements (11)	RESERVES	\$ 11,585	
Reason: Reduce # of vehicles from 12 to 11 and add funds to FTA 5339(a) FY15/16 Paracruz Van Replacement project; cost of vans selected came in higher than estimated			
Adjust: FTA Section 5310-(1 Paracruz Vehicle)	RESERVES	\$ 3,000	
Reason: Add funds to project; cost of vehicle selected came in higher than estimated			
Add: CNG Bus Replacement (1) (RTC-STBG)	STBG	\$ 500,000	
	PTMISEA	\$ 70,000	
Reason: (Federal) Surface Transportation Block Grant (STBG) awarded for the purchase of 1 replacement CNG bus			
Adjust: Replace 9 Non-Revenue Vehicles (FTA 5339(a) FY13) (no change to budget - reduce # of vehicles from 11 to 9)	FTA	\$ -	
Reason: Reduce # of vehicles from 11 to 9; this project was split out into 3 distinct projects with the remaining 2 vehicles listed separately (High Lift Bucket Truck and Propane Fueled Tow Motor) for a total of 11 vehicles			
Add: Paracruz Van Replacements (2 - 2 purch in FY16)	RESERVES	\$ 8,203	
Reason: Add funds in the amount of \$8,203 to agree with quote price for the two remaining vehicles			

**FY17 CAPITAL BUDGET
RECONCILIATION BY PROJECT
AS OF JUNE 23, 2017-5TH REVISION**

Attachment C

CAPITAL PROJECT	SOURCE	AMOUNT	TOTAL
Add: Propane Fueled Tow Motor (FTA 5339a FY14)	RESERVES	\$ 1,747	
Reason: Add funds in the amount of \$1,747 to increase amount available to \$60K based on current estimated price			
Add: Replace High Lift Bucket Truck (FTA 5339a FY14)	RESERVES	\$ 3,666	
Reason: Add funds in the amount of \$3,666 to agree with quote price			
Add: Cabinet Table Saw	RESERVES	\$ 3,414	
Reason: Add funds to support purchase of a new Cabinet Table Saw			
Add: Watsonville Transit Center C/S Renovation	RESERVES	\$ 100,000	
Reason: Add funds necessary to capitalize Customer Service Renovation project at the Watsonville Transit Center			
		ALT FUEL TAX	\$ 549,167
		Cal-OES	\$ -
		FTA	\$ 4,710,128
		LCTOP	\$ 709,292
		PTMISEA	\$ 4,580,546
		RESERVES	\$ 147,892
		SAKATA	\$ -
		STA	\$ 2,600
		STBG	\$ 500,000
		STIP	\$ -
TOTAL CAPITAL BUDGET REVISIONS THROUGH 6/23/17:			\$ 11,199,625
FY17 REVISED CAPITAL BUDGET AS OF JUNE 23, 2017:			\$ 16,395,457

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DATE: June 23, 2017
TO: Board of Directors
FROM: Angela Aitken, Finance Manager
**SUBJECT: APPROVING THE EMPLOYMENT PRACTICES LIABILITY (EPL)
COVERAGE PROGRAM**

I. RECOMMENDED ACTION

That the Board of Directors approves the Employment Practices Liability (EPL) coverage program for FY18.

II. SUMMARY

- Santa Cruz Metropolitan Transit District (METRO) currently has limited Employment Practices Liability (EPL) coverage through California Transit Indemnity Pool (CalTIP.)
- In 2012, the CalTIP Board completed a comprehensive review and revisions of its Joint Powers Agreement and Bylaws.
- The CalTIP Ad Hoc MOC Committee thoroughly reviewed the Employment Practices Liability (EPL) coverage component of the Liability MOC and the CalTIP Board has since had many discussions regarding whether EPL coverage should be expanded, or completely excluded.
- The recommendation considered and approved by the CalTIP Board in December 2015, was to exclude EPL coverage from the CalTIP Liability Program MOC no later than July 1, 2017.
- Pursuant to the action taken by the CalTIP Board to exclude EPL coverage from the MOC no later than July 1, 2017, staff requests authorization to add replacement EPL coverage for the period July 1, 2017 through July 1, 2018.

III. DISCUSSION/BACKGROUND

METRO currently has limited EPL coverage through CalTIP. EPL is a type of liability insurance covering wrongful acts arising from the employment process. The most frequent types of claims covered under such policies include: wrongful termination, discrimination, sexual harassment, and retaliation. In addition, the policies cover claims from a variety of other types of inappropriate workplace conduct, including (but not limited to) employment-related: defamation, invasion of privacy, failure to promote, deprivation of a career opportunity, and negligent evaluation. The policies cover directors and officers, management personnel, and employees as insureds.

In 2012, the CalTIP Board completed a comprehensive review and revisions of its Joint Powers Agreement and Bylaws, and adopted separate Master Program Documents for the Liability Program and the Vehicle Physical Damage (VPD) Program. Further review and revision of the Liability Program and VPD Program Memorandums of Coverage (MOC) was delegated to the CalTIP Ad Hoc MOC Committee.

Specific to the Liability MOC, the CalTIP Ad Hoc MOC Committee was tasked with reviewing the EPL coverage component. The ongoing concerns with EPL coverage have been:

- 1) The language in the MOC is unclear and subject to interpretation;
- 2) Coverage is limited;
- 3) Coverage is difficult to coordinate with other coverages;
- 4) Members' general unfamiliarity with the coverage
- 5) A number of CalTIP Member Agencies currently obtain EPL coverage through other public risk pools, or through the commercial market; primarily standalone Transit Agencies, rely solely on CalTIP for EPL coverage

The CalTIP Ad Hoc MOC Committee considered several options to the EPL coverage and the pros and cons of each option. Ultimately, the recommendation considered and approved by the Board in December 2015, was to exclude EPL coverage from the Liability Program MOC no later than July 1, 2017.

Staff has been working with the agency's property insurance broker to obtain quotes for EPL replacement insurance to prevent a lapse in coverage. Three (3) quotes were submitted, and staff chose the carrier with the most comprehensive coverage and the most competitive price.

Pursuant to the action taken by the CalTIP Board to exclude EPL coverage from the MOC no later than July 1, 2017, staff recommends that the Board of Directors approve EPL coverage with QBE Specialty Insurance Co. for the period July 1, 2017 through July 1, 2018.

IV. FINANCIAL CONSIDERATIONS/IMPACT

The previous CalTIP EPL coverage was included in the annual liability premium; there is no adjustment for the exclusion of coverage. Therefore the cost for this new EPL coverage is an additional ongoing expense. METRO has experienced EPL claims in the past, so eliminating the coverage is not recommended. The coverage information for the new QBE EPL policy is listed below:

- EPL Coverage Liability Limit - \$1M
- Policy Aggregate \$1M
- AM Best Rating – A, XIV

- 3rd Party EPLI - included
- Self Insured Retention - \$250,000
- Annual premium - \$30,348
- Policy Period - July 1, 2017 through July 1, 2018

V. ALTERNATIVES CONSIDERED

- Allow the EPL coverage to end effective July 1, 2017, and do not replace the coverage; this alternative is not recommended because EPL coverage is a vital part of METRO's insurance protection portfolio, and EPL claims can be very costly.
- Select coverage with Indian Harbor Insurance Company; similar coverage but the annual premium is over \$10K more, therefore this alternative is not suggested.
- Coverage with Radnor Specialty Insurance Company is \$18,996 with a \$50K SIR, but there is no 3rd party coverage, therefore this alternative is not suggested.

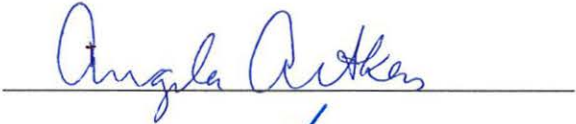
VI. ATTACHMENTS

None

Prepared By: Debbie Kinslow, Assistant Finance Manager

VII. APPROVALS:

Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager





DATE: June 23, 2017
TO: Board of Directors
FROM: Angela Aitken, Finance Manager
**SUBJECT: RENEWAL OF LIABILITY AND VEHICLE PHYSICAL DAMAGE
INSURANCE PROGRAM COVERAGE WITH CALTIP FOR FY18**

I. RECOMMENDED ACTION

That the Board of Directors authorize payment to the California Transit Indemnity Pool (CaTIP) in the amount of \$506,047 for participation in the FY18 liability and vehicle physical damage insurance coverage programs.

II. SUMMARY

- Santa Cruz METRO carries liability and vehicle physical damage insurance through CaTIP, a pool of California public transit agencies established in 1987.
- The Liability Program Contribution Deposit for FY18 in the amount of \$454,850 provides for general liability, and public officials' errors and omissions. Limited employment practices liability (EPL) coverage was included in the 2016/17 and prior program years, but will be excluded effective 7/1/17. Replacement EPL coverage is addressed in a separate staff report in this agenda.
- The Vehicle Physical Damage Program Contribution Deposit for FY18 is \$51,197 for vehicle physical damage insurance coverage.
- Staff recommends that the Board of Directors authorize payment to the California Transit Indemnity Pool (CaTIP) in the amount of \$506,047 for participation in the FY18 liability and vehicle physical damage insurance coverage programs.

III. DISCUSSION/BACKGROUND

Santa Cruz METRO has been a member of CaTIP since its inception in 1987. Each member agency has a representative on CaTIP's Board of Directors. Debbie Kinslow, Assistant Finance Manager, is Santa Cruz METRO's appointed director to the Board, and Ciro Aguirre, Chief Operations Officer, is an alternate.

Liability: CaTIP's Liability Program provides protection against covered losses for bodily injury or physical damage caused by METRO or an owned vehicle. The pooled and excess coverage provides general liability, public officials' errors and omissions, and vehicle liability. Limited employment practices liability (EPL) coverage was included in the 2016/17 and prior program years, but will be

excluded effective 7/1/17. Replacement EPL coverage is addressed in a separate staff report in this agenda. CalTIP self-funds or “pools” the first \$1.5M of liability coverage for any claim. (The CalTIP Board approved an increase of \$250K to the pooled layer limit to \$1.5M for 2017/18, as compared to \$1.25M in 2016/17.) The \$1.5M is inclusive of Santa Cruz METRO’s self-insured retention (SIR) which is \$250K. CalTIP purchases reinsurance and excess insurance applying to losses that exceed the \$1.5M Pooled Layer. The general liability coverage limit is now \$30M; an increase of \$5M compared to the \$25M in place in 2016/17.

The premium for Liability coverage for FY18 is \$454,850, an increase of \$97,368 or 27% from FY17. This increase in premium is due to the following; additional funding required for the increase in the pool SIR from \$1.25M to \$1.50M; increases in the actual funding rates for the pooled layer at the \$250K SIR, and the increase to the general liability coverage limit of \$5M.

Vehicle Physical Damage: The VPD Program provides comprehensive and collision coverage to transit, staff, and maintenance vehicles. CalTIP currently self-funds, or “pools”, the difference between the deductibles and \$100K of vehicle physical damage coverage for each claim. Santa Cruz METRO’s per vehicle deductible is \$500 for non-revenue vehicles, and \$5K for buses and Paratransit vehicles. Excess insurance is purchased for losses exceeding \$100K and provides METRO with coverage up to \$30M per occurrence.

The premium for vehicle physical damage coverage for FY18 is \$51,197, a decrease of \$5,037 or -9% from FY17.

Staff recommends that the Board of Directors authorize payment to the California Transit Indemnity Pool (CalTIP) in the amount of \$506,047 for participation in the FY18 liability and vehicle physical damage insurance coverage programs.

IV. FINANCIAL CONSIDERATIONS/IMPACT

The following outlines the elements of the above recommendation:

1. Amount of recommendation: \$506,047
2. Source of Funding: \$406,047 from the FY18 Operating Budget – Finance Department, and use \$100,000 of retrospective premium adjustments from METRO’s Rate Offset Reserve Fund (RORF). The RORFs are held by CalTIP and members may elect to retain their entire RORF balances on deposit with CalTIP or apply any portion thereof towards the respective gross contribution deposit.

3. Expense accounts to charge: Insurance Property - 506011 / Insurance PL&PD - 506015

V. ALTERNATIVES CONSIDERED

- Using an alternate insurance carrier would lose many of the other important services provided by CalTIP, including safety and risk control programs: the Field Service Program, Samba FleetWatch, and the Bus Operator Selection Survey (BOSS), to name a few.
- Santa Cruz METRO could self-insure – but the agency does not currently have the cash reserves to support such a program.

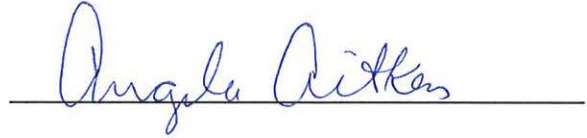
VI. ATTACHMENTS

None

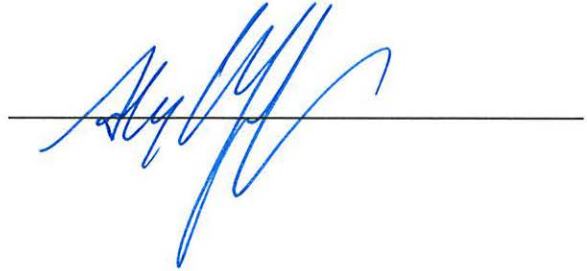
Prepared By: Debbie Kinslow, Assistant Finance Manager

VII. APPROVALS:

Approved as to fiscal impact:
Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager





DATE: June 23, 2017
TO: Board of Directors
FROM: Angela Aitken, Finance Manager
SUBJECT: CONSIDERATION OF DECLARING ONE (1) 2003 PARATRANSIT CHEVY VENTURE VAN AND ONE (1) 2007 FORD FOCUS AS EXCESS FOR PURPOSES OF DISPOSAL OR AUCTION

I. RECOMMENDED ACTION

That the Board of Directors approve a resolution declaring one (1) Paratransit Chevy Venture Van and one (1) Ford Focus as ready for disposal or auction and direct the CEO to dispose of the surplus items in conformance with METRO's Administrative Policy Number AP-2020 - Fixed Assets and Inventoried Items.

II. SUMMARY

- In accordance with Santa Cruz Metropolitan Transit District's (METRO) policy on disposal of fixed assets, at least once per year the Finance Manager shall recommend to the Board of Directors a list of items to be declared excess with appropriate action for disposal.
- One (1) 2003 Paratransit Chevy Venture Van and one (1) 2007 Ford Focus have exceeded their useful life and are no longer needed by METRO.
- Staff recommends that the Board of Directors approve the resolution for the disposal or auction of excess property (Attachment A) and declare the items listed in Exhibit A as excess and direct staff to use appropriate action for disposal.

III. DISCUSSION/BACKGROUND

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

- The Paratransit Van is 14 years old, while the Ford Focus is 10 years old. The cost to repair the vehicles outweighs their value; therefore, the vehicles are recommended for disposal. The vehicles are fully depreciated, so there is no financial obligation to a granting agency with regard to the recommended disposals.

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

Staff recommends that the Board of Directors approve a resolution (Attachment

A) and declare the items listed in Exhibit A as excess and direct staff to use appropriate action for disposal.

IV. FINANCIAL CONSIDERATIONS/IMPACT

The combined estimated gross market value of the vehicles is approximately \$2,000; they have reached the end of their useful life and are in poor condition. There is no financial impact as a result of these disposals.

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

V. ALTERNATIVES CONSIDERED

- Store the vehicles - This alternative is not recommended because the vehicles have exceeded their useful life, and they are cost prohibitive to repair.

VI. ATTACHMENTS

Attachment A: Resolution to Approve for the Disposal or Auction of Excess Property

Exhibit A: Excess Vehicle & Equipment Listing—as of June 23, 2017


Prepared By: Debbie Kinslow, Assistant Finance Manager

VII. APPROVALS:

Approved as to fiscal impact:
Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager



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Attachment A



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

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

RESOLUTION TO APPROVE THE DISPOSAL OR AUCTION OF EXCESS ASSETS

WHEREAS, the Santa Cruz Metropolitan Transit District (District), receives federal financial assistance from the Federal Transit Administration (FTA) to acquire real property, equipment and supplies, and rolling stock; and

WHEREAS, all such assets must be managed, used, and disposed of in accordance with applicable laws and regulations; and

WHEREAS, the FTA prescribes the method and delivers guidance to public transit operators to comply with grant management requirements in accordance with the regulations in *Title 49 Code of Federal Regulations, part 24 (49CFR 24)* and FTA Circular 5010.1D; and

WHEREAS, the fair market value of each item identified as excess is less than \$5,000; and

WHEREAS, the District has determined that it is necessary to either dispose of the property, and/or to place the items up for auction.

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

1. The following assets are declared excess property on the Excess Vehicle & Equipment Listing as of 06/23/17, "Exhibit A" and may be disposed of or auctioned as such:
 - a. "One (1) 2003 Paratransit Chevy Venture Van, vehicle no. 315";
 - b. "One (1) 2007 Ford Focus, vehicle no. 713";

Attachment A

Resolution No. _____
Page 2 of 3

PASSED AND ADOPTED by the Board of Directors of the Santa Cruz Metropolitan Transit District on June 23, 2017, by the following vote:

AYES: DIRECTORS –

NOES: DIRECTORS –

ABSENT: DIRECTORS –

ABSTAIN: DIRECTORS –

Jimmy Dutra
Board Chair

ATTEST:

ALEX CLIFFORD
CEO/General Manager

APPROVED AS TO FORM:

JULIE SHERMAN
General Counsel

Attachment A

Resolution No. _____
Page 3 of 3

EXHIBIT A, SANTA CRUZ METROPOLITAN TRANSIT DISTRICT RESOLUTION NO. _____

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
EXCESS VEHICLE & EQUIPMENT LISTING AS OF 06/23/17

(Attached)

Exhibit A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT EXCESS VEHICLE & EQUIPMENT LISTING AS OF 06/23/2017										
Vehicle or Asset Tag #	Description	Acquisition Date	Cost	Accumulated Depreciation	Net Book Value	Est. Market Value	Reason for Disposal	Condition	VIN / SN	License #
315	2003 CHEVROLET VENTURE	10/15/2003	\$ 42,244	\$ 42,244	\$ -	\$ 1,500.00	END USEFUL LIFE	POOR	1GBDX23E33D264556	E-1150991
713	2007 FORD FOCUS SEDAN	6/1/2007	\$ 14,210	\$ 14,210	\$ -	\$ 500.00	END USEFUL LIFE	POOR	1FAHP34N27W312548	E-1263684



DATE: June 23, 2017
TO: Board of Directors
FROM: Angela Aitken, DBE Liaison Officer, Finance Manager
**SUBJECT: A SEMI-ANNUAL REPORT ON THE STATUS OF METRO'S
DISADVANTAGED BUSINESS ENTERPRISE PROGRAM**

I. RECOMMENDED ACTION

That the Board of Directors receive a Semi-Annual Report on the status of METRO's Disadvantaged Business Enterprise Program

II. SUMMARY

- As a recipient of federal funds, Santa Cruz Metropolitan Transit District (METRO) participates in the federal Disadvantaged Business Enterprise (DBE) Program as specified in Title 49, Code of Federal Regulations, Part 26.
- The FTA requires METRO to recalculate its DBE goal triennially and to report goal attainment semi-annually as a requirement to receive federal funds.
- METRO's FFY15-17 goal for DBE participation is 1.73% of all federally funded procurements with competitive contract bidding opportunities.
- A Semi-Annual report will be provided to the Board in concurrence with the FTA reporting schedule and per METRO's DBE policy.
- From October 1, 2016 – March 31, 2017, METRO's DBE attainment for contracts awarded, payments on ongoing contracts, and payments on completed contracts is 1.82%, 0.23%, and 0.00%, respectively.
- Staff recommends that the Board receive this status report on the DBE Program for the first six months of Federal Fiscal Year 2017, October 1, 2016 – March 31, 2017.

III. DISCUSSION/BACKGROUND

The Department of Transportation established a Disadvantaged Business Enterprise (DBE) Program in 1980 to ensure that firms competing for federally funded contracts are not subject to unlawful discrimination. DBEs, as defined by the US Department of Transportation, are for-profit small business concerns where socially and economically disadvantaged individuals own at least a 51% interest and also control management and daily business operations. African Americans, Hispanics, Native Americans, Asian-Pacific and Subcontinent Asian Americans, and women are presumed to be socially and economically

disadvantaged. Other individuals can also qualify as socially and economically disadvantaged on a case-by-case basis.

The Federal Transit Administration requires each qualified recipient of more than \$250,000 annually in federal funds to implement a DBE program, recalculate a DBE goal triennially, and report its goal attainment semi-annually, as specified by Title 49 of the Code of Federal Regulations, Part 26 (49 CFR 26). METRO received approximately \$6.9 million from the Federal Transit Administration in FY17 and, therefore, must maintain a DBE Program.

It is important to acknowledge the restrictions placed on DBE goal setting, attainment, and reporting:

- Only competitively biddable contracts with federal funding are counted in the procurement opportunities in which DBEs can participate.
 - The majority of METRO's Federal Transit Administration funding is used to pay for internal labor costs and fringe benefits, and is not monitored for the DBE program.
- Several large expenses have no contract opportunities:
 - Utilities, leases and rent payments, subscription services, membership costs, travel.
- Only certified DBEs can be included for setting goals and measuring attainment.
 - Many businesses are owned by minorities and women, but not all of these owners register as DBEs in the statewide program.

METRO's current DBE goal is 1.73% as seen in METRO's DBE semi-annual report for the period covering October 1, 2016 – March 31, 2017 provided as **Attachment A**. During this reporting period, METRO's DBE attainment for contracts awarded, payments on ongoing contracts, and payments on completed contracts is 1.82%, 0.23%, and 0.00%, respectively.

IV. FINANCIAL CONSIDERATIONS/IMPACT

The DBE Program has direct expenses of less than \$850 for publishing ads and public hearing notices. Failure to update the goal and submit semi-annual reports would jeopardize METRO's receipt of over \$6.9 million in federal financial assistance in FY17.

V. ALTERNATIVES CONSIDERED

There are no alternatives. Receiving the semi-annual report is a legal requirement connected to METRO receiving federal financial assistance and Staff is required to provide this information to inform the Board of this important program per METRO's DBE policy, Art. III § 3.304(G).

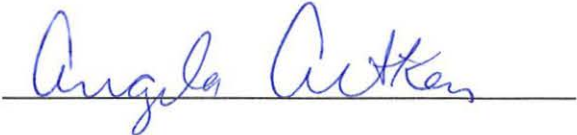
VI. ATTACHMENTS

Attachment A: June 1, 2017 DBE Semi-Annual Report (October 1, 2016 – March 31, 2017)

Prepared by: Cayla Hill, Administrative Specialist

VII. APPROVALS:

Approved as to fiscal impact:
Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager



Attachment A

UNIFORM REPORT OF DBE COMMITMENTS/AWARDS AND PAYMENTS

FTA Section

Please refer to the instruction sheet for directions on filling out this form

1	Submitted to (check only one)	<input type="checkbox"/> FHWA	<input type="checkbox"/> FAA	<input checked="" type="checkbox"/> FTA - Recipient ID Number 1622
2	Grant Number(s) (FTA Recipients):			
3	Federal Fiscal year in which reporting period falls:	4. Date This Report Submitted:		
5	Reporting Period:	<input checked="" type="checkbox"/> Report due for period Oct 1-Mar 31	<input type="checkbox"/> Report due for period April 1-Sep 30	<input type="checkbox"/> FAA annual report due Dec 1
6	Name and address of Recipient:	Recipient or subrecipient completing this form		
7	Annual DBE Goal(s):	Race Conscious Projection:	Race Neutral Projection: 1.73%	OVERALL Goal: 1.73%

Awards/Commitments this Reporting Period

		A	B	C	D	E	F	G	H	I
A	AWARDS/COMMITMENTS MADE DURING THIS REPORTING PERIOD (Total contracts and subcontracts committed during this reporting period)	Total Federal Share Dollars	Total Number	Total to DBEs (dollars)	Total to DBEs (number)	Total to DBEs/Race Conscious (dollars)	Total to DBEs/Race Conscious (number)	Total to DBEs/Race Neutral (dollars)	Total to DBEs/Race Neutral (number)	Percentage of total dollars to DBEs
8	Prime contracts awarded this period (Standard Agreements)	\$3,778,302	27	\$64,536	1			\$64,536	1	2%
9	Subcontracts awarded/committed this period (3rd Party Contracts)	\$4,264	1	\$ 4,264.00	1			\$ 4,264.00	1	100%
10	TOTAL			\$ 68,800.00	2			\$ 68,800.00	2	1.82%

		A	B	C	D	E	F
B	BREAKDOWN BY ETHNICITY & GENDER	Total to DBE (dollar amount)			Total to DBE (number)		
		Women	Men	Total	Women	Men	Total
11	Black American	\$ -	\$ -	\$ -	0	0	0
12	Hispanic American	\$ -	\$64,536	\$ 64,536.00	0	1	1
13	Native American	\$ -	\$ -	\$ -	0	0	0
14	Asian-Pacific American	\$ -	\$ -	\$ -	0	0	0
15	Subcontinent Asian Americans	\$ -	\$ -	\$ -	0	0	0
17	Non-Minority	\$ 4,264.00	\$ -	\$ 4,264.00	1	0	1
17	TOTAL	\$ 4,264.00	\$ 64,536.00	\$ 68,800.00	1	1	2

Payments Made this Reporting Period

		A	B	C	D	E	F
C	PAYMENTS ON ONGOING CONTRACTS	Total Number of Contracts	Total Dollars Paid	Total Number of Contracts with DBEs	Total Payments to DBE firms	Total Number of DBE firms Paid	Percent to DBEs
18	Prime and subcontracts currently in progress	8	\$ 4,021,268.00	5	\$ 9,243.00	0	0.23%

		A	B	C	D	E
D	TOTAL PAYMENTS ON CONTRACTS COMPLETED THIS REPORTING PERIOD	Number of Contracts Completed	Total Dollar Value of Contracts Completed	DBE Participation Needed to Meet Goal (Dollars)	Total DBE Participation (Dollars)	Percent to DBEs
19	Race Conscious					
20	Race Neutral	5	\$ 419,714.00		\$ -	0.00%
21	Totals	5	\$ 419,714.00		\$ -	0.00%

22. Submitted by: Cayla Hill	23. Signature:	24. Phone Number: (831) 420-2581
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DATE: June 23, 2017
TO: Board of Directors
FROM: Angela Aitken, DBE Liaison Officer and Finance Manager
SUBJECT: ACCEPT THE PROPOSED DISADVANTAGED BUSINESS ENTERPRISE (DBE) GOAL OF 1.93% FOR FEDERALLY FUNDED PROCUREMENTS FOR FFY18 - FFY20 AND OPEN THE PUBLIC COMMENT PERIOD BEGINNING JUNE 23, 2017

I. RECOMMENDED ACTION

That the Board of Directors Accept the proposed DBE Goal for FFY18 – FFY20 and Open the 45-day Public Comment Period beginning June 23, 2017 for METRO to receive comments.

II. SUMMARY

- As a recipient of Federal Transit Administration (FTA) Funds, METRO is required to comply with Title 49 of the Code of Federal Regulations, Part 26 (49 CFR Part 26), which states that grantees must establish and implement a Disadvantaged Business Enterprise (DBE) program and set DBE participation targets in DOT-Assisted contracts.
- METRO staff calculated the proposed DBE Goal for FFY18-FFY20 of 1.93% using the goal setting methodology in Attachment A.
- METRO's Public Notice announcing its proposed DBE Goal for FFY18-FFY20 will be published in the Santa Cruz Sentinel, the Register-Pajaronian, at METRO's Administrative office, its transit centers, and on its website.
- A Public Hearing will be held on August 25, 2017 to receive public comments on METRO's proposed DBE goal and its rationale.
- METRO will accept public comments on the proposed goal during the 45-day comment period beginning June 23, 2017 through August 7, 2017.

III. DISCUSSION/BACKGROUND

The Federal Transit Administration (FTA) requires that any recipient expending more than \$250,000 in FTA funds on contracting opportunities annually must set a DBE Goal. The Santa Cruz Metropolitan Transit District (METRO) will receive approximately \$2,145,000 in FTA funding FFY18 through FFY20 and has set a proposed DBE Goal on the anticipated projects.

Using the goal setting methodology in Attachment A, METRO staff recommends an overall DBE goal of 1.93% for Department of Transportation (DOT) assisted contracts. This three-year goal was calculated using current federally funded projects, as well as anticipated future grant awards that METRO is likely to receive. If future grant awards are either not received or are significantly different than projected, METRO will adjust the DBE goal, as necessary.

The purpose of the DBE program is to increase the opportunities for minority, veteran-owned, and women-owned small businesses to participate in federally funded projects. The primary objective of the DBE program is to provide a level playing field on which DBEs can compete fairly for DOT assisted contracts. Establishing a level playing field helps to guarantee nondiscrimination in the award and administration of DOT-assisted contracts. Only certified firms that fully meet 49 CFR Part 26 eligibility standards are permitted to participate as DBEs in California.

It is the policy of METRO to ensure that DBEs have an equal opportunity to receive and participate in DOT-assisted contracts. METRO will never exclude any person from participating in, deny any person the benefits of, or otherwise discriminate against anyone in connection with the award and performance of any contract covered by 49 CFR Part 26 on the basis of race, color, sex, national origin, disability or sexual orientation.

At this time, METRO staff is requesting that the Board of Directors accept the proposed DBE goal of 1.93% and open the 45-day public comment period.

METRO will hold a public hearing on August 25, 2017 to receive any additional comments on the proposed DBE goal.

IV. FINANCIAL CONSIDERATIONS/IMPACT

METRO staff anticipates that there will be costs associated with the outreach efforts to gather public comments, including the costs for publication in the Santa Cruz Sentinel and the Watsonville Pajaronian, but does not anticipate that it will be more than \$1,500. Adopting the proposed DBE Program Goal for FFY18 – FFY20 has no significant financial impact. However, contracts funded with FTA assistance will be monitored for DBE goal achievement and reported to FTA on a quarterly basis.

V. ALTERNATIVES CONSIDERED

- There is no alternative, as METRO is required to commence this process, or METRO would jeopardize its receipt of federally funded contracts.


VI. ATTACHMENTS

Attachment A: FFY18 – FFY20 DBE Overall Goal and Goal Setting Methodology

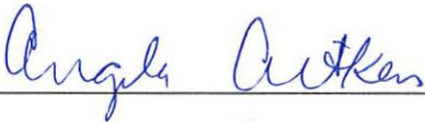
Prepared By: Rickie-Ann Kegley, Paralegal
Erron Alvey, Purchasing Manager
Joan Jeffries, Administrative Specialist

VII. APPROVALS:


Angela Aitken, DBE Liaison Officer &
Finance Manager



Approved as to fiscal impact:
Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager



Attachment A



Federal Fiscal Year 2015 - 2017 (FFY18-FFY20) Disadvantaged Business Enterprise Overall Goal and Goal Setting Methodology

I. INTRODUCTION

The Santa Cruz Metropolitan Transit District (“Santa Cruz METRO”) is the sole public transit operator in Santa Cruz County, and operates its transit services through 4 transit centers and 996 bus stops. It has a fleet of 98 buses to operate 35 routes. Santa Cruz METRO also provides paratransit services utilizing a fleet of shuttles and mini-vans. Santa Cruz METRO’s service area is the entire county, with a population of 262,382, and provides over 5 million rides annually. As a recipient of Federal Transit Administration funding, Santa Cruz METRO is required to have a Disadvantaged Business Enterprise (DBE) Program and develop and submit a Triennial Overall DBE Goal for its FTA-assisted capital projects.

Santa Cruz METRO herein sets forth its Overall DBE goal and corresponding federally prescribed goal-setting methodology for the three-year FFY18-FFY20 period (October 1, 2018 through September 30, 2020), pursuant to Title 49 Code of Federal Regulations (CFR) Part 26 “Participation by Disadvantaged Business Enterprises in U.S. Department of Transportation Programs.” The purpose of the DBE goal-setting process is to level the playing field so that DBEs can compete fairly for Department of Transportation-assisted contracts, however, the program must be narrowly tailored in accordance with applicable law.

Santa Cruz METRO anticipates receiving approximately \$2,145,654 in federal funding for its capital project expenditures from October 1, 2018 through September 30, 2020, and has developed a 1.93% DBE Goal, with a 100% race neutral and 0% race conscious split to be applied to this funding. Santa Cruz METRO does not have FTA sub-recipients or pass-through FTA funds to other agencies; therefore, sub-recipient contracting opportunities do not exist and are not included in the goal calculation.

Santa Cruz METRO will periodically evaluate the goal and the award of federally assisted contracts to determine whether the present goal continues to be realistic or whether mid-course adjustments will be necessary. The DBE goal developed for FTA-assisted contracts identify the relative availability of DBEs, based on evidence of ready, willing and able DBEs in relationship to all comparable businesses that are likely to be available to compete for Santa Cruz METRO’s FTA-assisted contracts. The three-year overall goal reflects Santa Cruz METRO’s determination of the level of DBE participation that would be expected absent the effects of discrimination.

Attachment A

II. FTA-ASSISTED CONTRACTING OPPORTUNITIES FOR FFY18-FFY20

Table 1 represents Santa Cruz METRO's FTA-assisted contracting opportunities, which consists of both projects which Santa Cruz METRO has already been awarded the funding and anticipated projects based on current and planned grant applications. These projects, which include Construction, Professional Services and Materials/Supplies contracting opportunities, are as follows:

Project Name/Description	Estimated Total Project Cost in Period
Mid-Life Overhauls - Parts/Rebuilds	\$ 250,000.00
Pipe Protection at New Facility	\$ 71,500.00
Roof Repairs at Transit Station	\$ 12,000.00
On-Call Engineering Services	\$ 108,750.00
Bus Painting	\$ 197,139.00
A&E Design Services (Electric Bus Infrastructure)	\$ 82,000.00
Construction (Electric Bus Chargers Depot/On-route)	\$ 300,000.00
Project Management Consultant	\$ 339,114.00
Inductive charger purchase	\$ 735,751.00
IT Equipment purchase	\$ 48,400.00
TOTAL	\$ 2,144,654.00

Table 2 provides a summary of the categories of work with the estimated cost for each. Categories of work are groups utilizing the comparable North American Industry Classification System (NAICS) codes for purposes of weighting the categories based on the project's estimated cost.

Category of Work	NAICS Code	Estimated \$ by NAICS	Estimated NAICS %
Bus Parts	336390	\$ 250,000.00	11.66%
Construction - Alteration of an institutional building	236220	\$ 83,500.00	3.89%
Engineering Services	541330	\$ 190,750.00	8.89%
Painting and Wall Covering Contractors	238320	\$ 197,139.00	9.19%
Electric power related construction	237130	\$ 300,000.00	13.99%
General Management Consulting services	541611	\$ 339,114.00	15.81%
All Other Miscellaneous Electrical Equipment and Component Manufacturing	335999	\$ 735,751.00	34.31%
Computer Equipment Stores	443142	\$ 48,400.00	2.26%
TOTAL		\$ 2,144,654.00	100.00%

Attachment A

III. OVERALL GOAL SETTING METHODOLOGY

The two-step goal setting process required by 49 CFR 26.45 regulations has been used to determine the recommended overall goal for FFY18-FFY20. The two steps for setting an overall DBE goal are:

1. Establish a base figure for the relative availability of DBEs
2. Determine the base figure adjustment, if necessary

In order to establish the base figure for the relative availability of DBEs, Santa Cruz METRO staff determined a simple percentage of DBE vendors in the contracted types of work, weighted by the proportion of total project-based contract opportunities in that type of work. The base DBE goal was then further adjusted to reflect Santa Cruz METRO's actual experience to narrowly tailor the base goal to market conditions. This multi-step process is set forth in detail below.

Step 1: Establishing a Base Figure

A. Analyzing Available DBEs in the Relevant Contracting Markets

To establish Santa Cruz METRO's Base Figure of the relative availability of DBEs to all comparable firms (DBE and Non-DBE) available to bid or propose on Santa Cruz METRO's contracting opportunities, staff followed the prescribed federal methodology. This was accomplished by assessing data from the California Department of Transportation (Caltrans) database of all statewide, certified DBE vendors, and the latest (2015) US Bureau of Census County Business Patterns (CBP) database. Both the CBP and Caltrans DBE vendor database offer vendor groupings according to the type of work vendors perform, as categorized by NAIC.

Staff first determined the market area from which vendors that bid on Santa Cruz METRO contracts would likely be chosen by reviewing Santa Cruz METRO's bidder's list and identifying all surrounding counties from which vendors typically submit bids or proposals. The following 14 counties create Santa Cruz METRO's market area for the purposes of developing the base DBE goal:

- o Alameda County
- o Contra Costa County
- o Marin County
- o Monterey County
- o Napa County
- o San Benito County
- o San Francisco County
- o San Luis Obispo County
- o San Mateo County
- o Santa Barbara County
- o Santa Clara County
- o Santa Cruz County
- o Solano County
- o Sonoma County

After determining the relevant market area, staff extracted a count of all vendors in the market area from Santa Cruz METRO's vendor list, the County Business Patterns (CBP) database and the Caltrans DBE vendor directory (using Caltrans Districts 04 and 05 which correspond to the 14 counties) by using the same NAICS code attached to each piece of potential contract work identified in the Contracting Opportunities. In addition, staff included any DBE vendor in the state that indicated that they perform work in Caltrans Districts 04 and 05, regardless of the vendor's location.

Attachment A

By using the formula below, the Base Figure is derived by dividing the number of ready, willing and able DBE firms identified for each work category by the number of all firms identified for each corresponding work category (relative availability), weighting the relative availability for each work category by the corresponding work category weight from Table 2 (weighted ratio), and adding the weighted ratio figures together.

A concerted effort was made to ensure that the type of businesses included in the numerator was as similar as possible to the type of businesses in the denominator.

$$\text{Base Figure} = \sum \frac{(\text{Number of Ready, Willing and Able DBEs})}{\text{Number of All Ready, Willing and Able Firms}} \times \text{weight} \times 100$$

For the numerator: CUCP DBE Database of Certified Firms

For the denominator: 2015 U.S. Census Bureau’s Business Patterns Database and METRO’s Vendor List

The result of the Base Figure calculation is shown in Table 3 as follows:

Category	NAICS	Category Weight	DBE's	All Firms	Weighted Ratio
Other Motor Vehicle Parts Manufacturing (Bus)	336390	11.66%	0	8	0.00%
Construction - Alteration of an institutional building	236220	3.89%	23	1643	0.05%
Engineering Services	541330	8.89%	117	2196	0.47%
Painting and Wall Covering Contractors	238320	9.19%	14	1012	0.13%
Electric power related construction	237130	13.99%	49	1575	0.44%
General Management Consulting services	541611	15.81%	117	2196	0.84%
All Other Miscellaneous Electrical Equipment and Component Manufacturing	335999	34.31%	0	2	0.00%
Computer Equipment Stores	443142	2.26%	0	1459	0.00%
BASE FIGURE					1.93%

Step 2: Adjusting the Base Figure

Upon establishing the Base Figure, staff reviewed past DBE goal attainment, the possible use of Caltrans 2015 Disparity Study, and considered if there may be other evidence or information that would have an impact on achieving the DBE Goal.

A. Past DBE Goal Attainment

Past participation is not relevant to the current DBE Goal setting period. Santa Cruz no longer uses federal funding in its operating contracts. The federal funding received is isolated to “labor only” in each of the corresponding budget years. This goal will be the first goal set using only capital budget contracting opportunities.

B. Evidence from Disparity Studies

The State of California’s Department of Transportation, Caltrans, performed a disparity study in 2016. Santa Cruz METRO was informed that it may be able to use this study in its DBE Program. Staff reviewed

Attachment A

and analyzed the study to determine if it would be applicable to its local market area, and if using race conscious methods based on this study would be appropriate. The study mostly found disparity in the area of construction, which makes up a large part of the contracting opportunities for this goal period. This is also the main area that Santa Cruz METRO has been able to engage DBE's, but agrees that it may be an area with an opportunity to increase participation. Staff will consider using contract goals on future construction contracts if it observes or anticipates low participation in any given year of the current goal.

Overall, since this study covered the entire State of California, staff did not feel it was representative of its local market and would likely not qualify as "narrowly tailoring" Santa Cruz METRO's DBE Program.

C. Statistical Disparities Relating to Financing, Bonding and Insurance

The Caltrans 2016 Disparity study revealed that marketplace conditions indicate that minorities, women, and minority- and woman-owned businesses face substantial barriers nationwide and in California. Race and gender-based disparities exist in terms of acquiring human capital, accruing financial capital, owning businesses, and operating successful businesses.

D. Employment and Other Data

According to California's Employment Development Department (EDD), as of March 2017 the unemployment rate of 4.9% is the lowest since 2006. The area of construction saw the greatest number of jobs growth. California's job growth between 2014 and 2016 was responsible for 16% of the nationwide growth, well outperforming all other states. The Santa Cruz County Community Assessment Project for 2016 shows the same trends within our county, with the construction industry adding 20% more jobs over the last five years. The EDD projects construction jobs statewide to increase 36% over the next ten years.

In 2016, the U.S. Small Business Administration published data on California small businesses reflecting that 99.8% of California business are small businesses, and that 1.6 million of the 3.8 million small businesses are minority owned. This data is encouraging as it supports that there are ready, willing and able DBE's and small businesses in the overall California marketplace.

Upon consideration of all of the above information and applying it to the planned projects, Santa Cruz METRO does not need to adjust the Base Figure. The goal of 1.93% appears to be obtainable and beneficial to the DBE and small business contracting community.

IV. PROPOSED OVERALL DBE GOAL

The final Proposed Overall DBE Goal for FFY2018-2020 for Santa Cruz METRO's FTA-assisted contracts is 1.93%. As part of the prescribed goal-setting methodology, Santa Cruz METRO must project the percentage of its Proposed Overall Goal that can be met utilizing race-neutral and race-conscious measures.

Race-Conscious & Race-Neutral Projection

Historically, Santa Cruz METRO has achieved its goal through race-neutral means the last four federal fiscal years, with the exception of FFY2014. The shortfall analysis for FFY2014 showed that DBE's performed well in construction contracts, but lacked in transportation, wholesale, and services. Since the majority of

Attachment A

contracting opportunities in the current period are related to construction, Santa Cruz METRO will continue to employ an entirely race-neutral program.

RACE-CONSCIOUS & RACE-NEUTRAL PROJECTIONS	
DBE Base Figure	1.93%
Race-Conscious Component	0.00%
Race-Neutral Component	1.93%

V. RACE-NEUTRAL IMPLEMENTATION MEASURES

The U.S. DOT Regulations require that the maximum feasible portion of the DBE overall goal be met by using race-neutral methods. Race-neutral methods include efforts made to assure that bidding and contracting requirements facilitate participation by DBEs and other small businesses, such as unbundling large contracts to make them more accessible, encouraging prime contractors to subcontract portions of the work, and providing technical assistance, outreach and communications programs.

The three-year overall DBE goal also complies with the California Civil Rights Initiative, Proposition 209, in that any continuing race-conscious measures for new contracts, or contracts in progress, apply only to U.S. DOT-assisted contracts. The race-neutral elements of Santa Cruz METRO's DBE Program are applicable to all third-party contracts, regardless of funding source, in a manner that is consistent with Proposition 209. By this means, the administration of Santa Cruz METRO's contracts to include the participation of DBEs on a nondiscriminatory basis is preserved.

Efforts to meet the goal in this manner include:

- Santa Cruz METRO will focus on developing, refining and implementing race-neutral methods for facilitating DBE participation by advising prospective contractors of the areas for possible subcontracting opportunities, and providing contract information on available DBE firms who perform such work. Santa Cruz METRO will continue to solicit DBE participation on an ongoing basis, use DBE firms that have successfully completed prior projects, encourage eligible firms to become certified as DBEs, and provide requested technical assistance and related services when feasible.
- Santa Cruz METRO's website and solicitation documents advise its contracting community of the online directory of certified DBEs, found at the California Unified Certification Program website: www.CaliforniaUCP.com.
- Using the Caltrans DBE database, procurement staff proactively sends formal solicitations to registered DBEs that may be interested. Pre-bid and pre-proposal conferences are held, which include a networking component to promote teaming opportunities between prospective prime contractors and the DBE and Small Business contracting community.
- Santa Cruz METRO will provide assistance in overcoming limitations such as inability to obtain bonding or financing (by means of simplifying the bonding process, eliminating the impact of surety costs from bids, and providing assistance with obtaining bonding and insurance when possible). Staff will refer the DBE and Small Business contracting community to the SBA Bonding Assistance Program.

Attachment A

- Santa Cruz METRO attends regular Business Fair's, providing information on its DBE Program and soliciting Small Businesses to participate in its contracts. The last event attended was the Santa Cruz Business Fair on March 15, 2017.
- Santa Cruz METRO will monitor carefully its progress during the course of each year and consider whether or not contract-based DBE goals would increase participation. All contracts that have DBE commitments will be monitored for compliance.

Fostering Small Business Participation

Santa Cruz METRO has implemented several strategies to foster small business participation in its contracting process. In addition to what is noted above, Santa Cruz METRO:

- Evaluates large projects for consideration of unbundling contracting opportunities into smaller portions so that small businesses, including DBEs, would have a greater opportunity to compete.
- Strongly encourages bidders on prime contracts to consider their subcontracting opportunities be a size that small businesses, including DBEs, can reasonably perform, and reach out to those communities proactively.
- Will partner with other local agencies and organizations to identify and advertise small business contracting opportunities, such as the Central Coast Small Business Development Center, the Business Outreach Committee (A Consortium of Bay Area Transportation Agencies), and the Regional Business Diversity Program (administered by the Valley Transportation Authority).

VI. PUBLIC PARTICIPATION AND FACILITATION

Federal Regulations require that Santa Cruz METRO publish a notice in general circulation and DBE- oriented media announcing the proposed goal for FFY18 through FFY12 contracts assisted by U.S. DOT. An advertisement in both English and Spanish has been prepared and will be published on July 7, 2017 in the Santa Cruz Sentinel the Register-Pajaronian, and posted at all four major transit centers.

A Public Comment period will be opening on June 23rd wherein staff will solicit comments from the public. During this period, staff will also contact as many diverse and disadvantaged business organizations as possible in order to meet with them, review the proposed goal and methodology, and consider their input, and incorporate all comments into the final document submitted to the FTA. A Public Hearing is scheduled for August 25, 2017 to finalize the Overall Goal.

Santa Cruz METRO will use its own website and subscriber notification system, GovDelivery, to publish information about the Proposed Goal and solicit input from interested parties.

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DATE: June 23, 2017
TO: Board of Directors
FROM: Ciro Aguirre, Chief Operations Officer
SUBJECT: RATIFICATION OF EXPENDITURES ABOVE THE APPROVED LIFE OF PROJECT AMOUNT FOR THE SANTA CRUZ METRO LAND MOBILE RADIO PROJECT AND CONFIRMATION OF PROJECT CLOSEOUT

I. RECOMMENDED ACTION

- 1. That the METRO Board of Directors ratify the Land Mobile Radio expenditures exceeding the approved Life Of Project in the amount of \$74,012; and,**
- 2. Accept and file this report, bringing the project to closure.**

II. SUMMARY

- The Federal Communication Commission (FCC) mandated action requiring narrowband migration of Legacy Radio Systems to be completed by January 1, 2013.
- In February 2010, CDX Wireless Inc. (aka CDX Consulting Services), a consulting firm, was hired to perform an assessment of METRO's 2-way radio system.
- Day Wireless Systems (DWS) was awarded the contract for the Land Mobile Radio (LMR) project in January 2011.
- The LMR project was completed February 3, 2017, meeting compliance with FCC requirements.

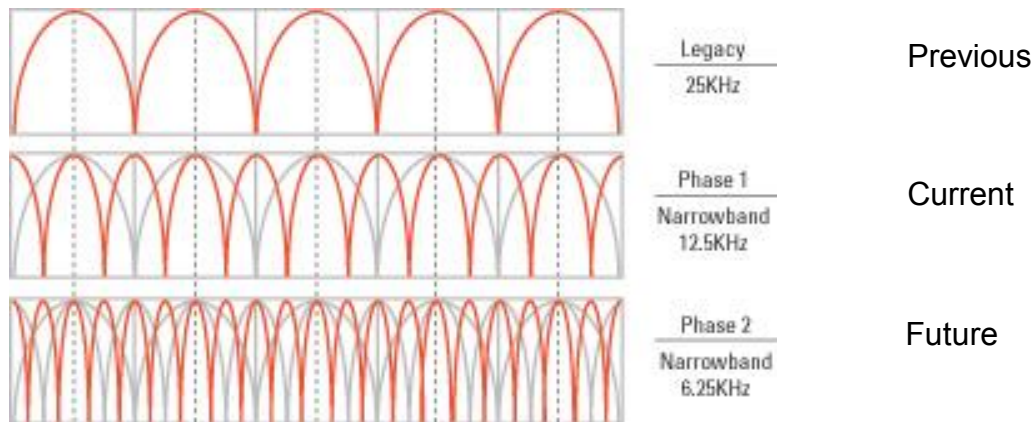
III. DISCUSSION/BACKGROUND

In 2009, METRO was made aware of the FCC upcoming mandate requiring narrowband migration of the then Legacy 25 KHz 2-way analogue radio system. The reason for this mandate was due to decreasing availability of radio channels. The FCC established it would be able to allow additional channels to exist within the same spectrum space by reducing channel bandwidth.

In February 2010 METRO awarded a contract to CDX Consulting Services to perform the following:

- Review and analyze the Legacy radio system in place at METRO.

- Identify communication deficiencies due to topographical conditions within Santa Cruz County and adjacent Santa Clara County.
- Provide recommendation(s) on equipment and repeater sites required to comply with mandated narrowband migration of the Legacy 25 KHz to Phase 1 – 12.5 KHz to meet the FCC mandate by January 01, 2013,
- Have the ability to migrate to Phase 2 – 6.25 KHz at a future time utilizing the same equipment.
- Improve transmission and reception properties especially in problem areas.
- Include infrastructure requirements that would accommodate transitioning ParaCruz to the 2-way radio system.



In January 2011, the LMR project was awarded to Day Wireless System (DWS). Purchase and deployment of the equipment was performed by Day Wireless, as recommended by CDX. Mobile radios were procured for all Fixed Route, Paratransit, and non-revenue vehicles. Repeater sites at Kite Hill, Mt. Biewlaski, and Davenport had all new repeater, microwave, antennas and cabling installed. The project was deployed in two stages: Stage 1 consisted of installation of upgraded equipment, which remained in analogue status in order to meet the 2013 deadline. Stage 2, consisted of performing frequency realignment allowing for transition to digital status with inclusion of additional repeater and tower sites.

Construction of the Judy K. Souza (JKS) Operations Facility starting in February 2013 required the relocation of Operations to 165 Dubois, which included relocation of the 2-way radio system. Upon completion of the JKS facility in March 2016, the radio system was again relocated to the new facility.

With the closure of the CEMEX plant in Davenport, the tower structure could no longer be used as a repeater site. In January 2013, the County of Santa Cruz

Communications Department established a radio repeater site at the CEMEX Water Tank site, providing tower and vault space to METRO for radio use, alongside their own system, reducing topographical challenges to Bonny Doon, Empire Grade, and San Lorenzo Valley areas.

A key component in making METRO's radio system overcome topographical issues and provide better transmission and reception was the installation of a complete repeater system at the Loma Prieta Repeater Site. Accessing Loma Prieta would improve radio functionality along the Highway 17 corridor and Watsonville areas. With the assistance of Senator William (Bill) Monning and his staff, METRO was able to enter into a lease agreement with the California State Department of General Services and the Department of Forestry & Fire Protection gaining access to Loma Prieta on March 1, 2015.

In December 2015, a radio tower was installed at the JKS Operations Facility prior to its completion, and as part of the LMR upgrade, in order to improve both transmission and reception of the radio system for the local areas. The new system provided four talk-groups with the ability to function from the existing spectrum, allowing ParaCruz to discontinue the use of "Push-to-Talk" phones and transition completely to the new radio system at a significant cost savings.

As of February 03, 2017, the LMR project has been completed and is now closed, with all aspects of the project as designed in place. The original contract awarded to DWS was initially for \$530K. Several amendments were issued bringing the project's Not To Exceed (NTE) amount to \$970K. The Life of Project budget approved by the Board was for the DWS contract, but after performing further research, did not reflect expenditures for the other contracts that were part of the LMR and should have been included in the Life of Project total (see Attachment A).

The Life of Project Expenditures totaled \$1,044,012 of which \$74,012 was above the NTE of \$970K. Staff is requesting that the Board now ratify the expenditure of the \$74,012 amount.

Staff additionally requests that the Board accept and file this report bringing the project to closure.

Day Wireless continues to be the contracted vendor providing radio maintenance and repair of METRO's 2-way radio system, having been awarded the maintenance contract on August 26, 2015 for a three (3) year term ending August 25, 2018.

IV. FINANCIAL CONSIDERATIONS/IMPACT

- LMR Life of Project Expenditures totaled \$1,044,012

- Not to Exceed Board Authorized amount for DWS Contract \$970K
- Expenditures exceeding approved authorization for LMR Project
- \$74,012.
- Proposition 1B - California Transit Security Grant Program (CTSGP) from Cal-OES funded 100% of the costs for the LMR project.

V. ALTERNATIVES CONSIDERED

- Not applicable

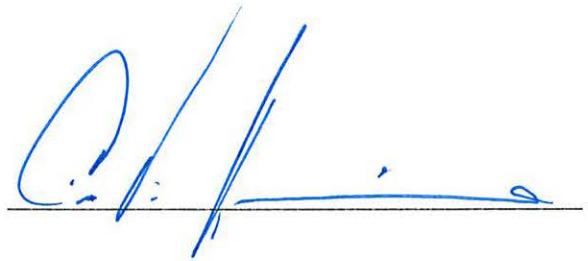
VI. ATTACHMENTS

Attachment A: TABLE 1 - Proposed Life of Project Budget

Prepared By: Ciro Aguirre, Chief Operations Officer

VII. APPROVALS:

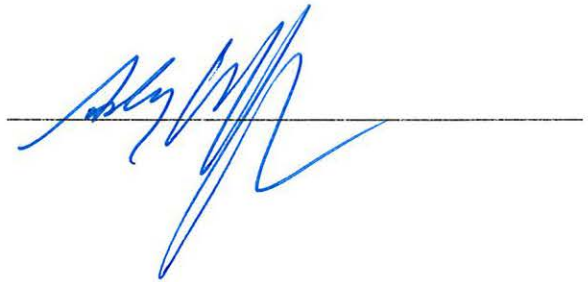
Ciro Aguirre, Chief Operations Officer



Approved as to fiscal impact:
Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager



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Attachment A

TABLE 1: Proposed Life of Project Budget

Board Action	Base NTE	Amended NTE	Resulting Budget
1/28/2011: Original contract with Day Wireless Systems (DWS)	\$530,000		
1/25/2013: Amendment - \$140,000 contract increase		\$670,000	\$140,000
6/14/2013: Amendment -Project increased by \$130,000 \$107,300 DWS		\$777,300	\$107,300
12/13/2013: Amendment- \$150,000 contract increase (\$62,700 as contingency funds)		\$907,300	\$130,000
4 th , 5 th and 6 th Contract Amendments for time extensions approved on 1/9/2015, 6/12/2015 and 1/22/2016			\$0
Total DWS Contract Authority			\$907,300
Approved Contingency Funds			\$62,700
Total LMR Life of Project Budget			\$970,000
Expenditures to Date		Expended to Date	Balance Remaining
Budgeted Not To Exceed amount for LMR Project	\$970,000		
CDX		\$59,798	
Verizon (T1 Connection to SC County)		\$433	
Vision Communications		\$13,666	
CA Department of General Services (Loma Prieta Lease)		\$3,000	
CA Department of Forestry (Loma Prieta Application)		\$2,500	
LCN		\$13,826	
DWS		\$950,789	
Total LMR Life Of Project Expenditures to date		\$1,044,012	
Total LMR Expenditures Exceeding Life Of Project For Ratification		\$74,012	

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DATE: June 23, 2017
TO: Board of Directors
FROM: Alex Clifford, CEO/General Manager
**SUBJECT: CONSIDERATION OF AUTHORIZING THE TEMPORARY
APPOINTMENT OF LESLYN SYREN AS SPECIAL COUNSEL**

I. RECOMMENDED ACTION

That the Board of Directors authorize the temporary appointment of Leslyn Syren as Special Counsel.

II. SUMMARY

As required by the California Public Employees' Retirement System, Board findings are required before Leslyn Syren, retired from the Santa Cruz Metropolitan Transit District (METRO) as of December 31, 2016, can be appointed to the position of Special Counsel in order to provide METRO with essential services.

III. DISCUSSION/BACKGROUND

Although Leslyn Syren retired from METRO at the end of last year, her services continue to be essential in order to complete the successful resolution of construction claims associated with the Judy K. Souza Operations Facility project, among other matters.

The California Government Code allows the temporary employment of a PERS-covered retiree only under specified conditions, and only if the person works no more than 960 hours per fiscal year. The Board adopted a resolution in December, 2016, prior to Leslyn Syren's retirement in accordance with CalPERS procedures to appoint her as Special Counsel for a six-month period, from January through June, 2017. Due to the ongoing claims associated with Judy K. Souza Operations Facility project, and other matters, Metro continues to require her services. The attached resolution includes findings that the Board must adopt in order to appoint Leslyn Syren in this position for a second temporary six-month appointment in compliance with all legal requirements.

IV. FINANCIAL CONSIDERATIONS/IMPACT

The expenses associated with this contract will be paid for in the District Counsel budget, Cost Center 1700, Account number 503033 - Legal Services. Cost per fiscal year will not exceed \$96,000.

V. ALTERNATIVES CONSIDERED

Do not authorize appointment of Leslyn Syren. This alternative is not recommended, as METRO will greatly benefit from Leslyn Syren's specialized skills, knowledge of, and experience with the construction of, and associated claims associated with, the Judy K. Souza Operations Facility project.

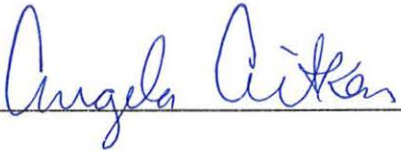
VI. ATTACHMENTS

Attachment A: Authorizing Resolution

Prepared By: Julie Sherman, District General Counsel

VI. APPROVALS:

Approved as to fiscal impact:
Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager



Approved as to form:
Julie Sherman, District Counsel



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Attachment A



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

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

A RESOLUTION AUTHORIZING THE TEMPORARY APPOINTMENT OF LESLYN SYREN AS SPECIAL COUNSEL

WHEREAS, the Santa Cruz Metropolitan Transit District was created pursuant to the “Santa Cruz Metropolitan Transit District Act of 1967” as codified in Public Utilities Code sections 9800 et seq.; and

WHEREAS, the Board of Directors of the Santa Cruz Metropolitan Transit District may take all actions necessary for the proper administration of the affairs of the District; and

WHEREAS, the Board of Directors of the Santa Cruz Metropolitan Transit District may contract for or employ any professional service required by the District or for the performance of work or services that cannot satisfactorily or economically be performed by the regular employees of the district; and

WHEREAS, the Chief Executive Officer/General Manager ("CEO/General Manager") wishes to temporarily appoint Leslyn Syren (the "Appointee") to the position of Special Counsel; and

WHEREAS, the Appointee is a retired annuitant entitled to receive retirement benefit payments under the California Public Employees’ Retirement System (“PERS”), which benefits she accrued based on service with the Santa Cruz Metropolitan Transit District, and/or one or more additional PERS-covered agencies; and

WHEREAS, the Board of Directors of the Santa Cruz Metropolitan Transit District has determined that the Appointee has the skills needed in performing work as Special Counsel for a limited term of no more than six months and intends that her appointment to that position for such term meet all applicable requirements of sections 7522.56 and 21224 of the Government Code; and

WHEREAS, in compliance with Government Code section 7522.56, the Santa Cruz Metropolitan Transit District must provide CalPERS this certification resolution when hiring a retiree before 180 days has passed since her retirement date; and

Attachment A

Resolution No. _____
Page 3

WHEREAS, Leslyn Syren [INSERT CalPERS ID#] retired from the Santa Cruz Metropolitan Transit District in the position of District Counsel, effective December 31, 2016; and was appointed as an extra help retired annuitant to perform the duties of Special Counsel for the Santa Cruz Metropolitan Transit District under Government Code section 21224, effective January 1, 2017 through June 30, 2017, by a certification resolution adopted by the Board of Directors of the Santa Cruz Metropolitan Transit District on December 9, 2016; and

WHEREAS, Government Code section 7522.56 requires that post-retirement employment commence no earlier than 180 days after the retirement date, which is June 30, 2017, without the certification resolution adopted by the Board of Directors of the Santa Cruz Metropolitan Transit District on December 9, 2016; and

WHEREAS, Government Code section 7522.56 provides that this exception to the 180 day wait period shall not apply if the retiree accepts any retirement-related incentive; and

WHEREAS, the Board of Directors of the Santa Cruz Metropolitan Transit District, the Santa Cruz Metropolitan Transit District, and Leslyn Syren certify that Leslyn Syren has not and will not receive a Golden Handshake or any other retirement-related incentive; and

WHEREAS, the Board of Directors of the Santa Cruz Metropolitan Transit District hereby appoints Leslyn Syren as an extra help retired annuitant to perform the duties of the Special Counsel for the Santa Cruz Metropolitan Transit District under Government Code section 21224, effective July 1, 2017; and

WHEREAS, the employment agreement between Leslyn Syren and the Santa Cruz Metropolitan Transit District was executed by the CEO/General Manager, as authorized by the Board of Directors of the Santa Cruz Metropolitan Transit District; and

WHEREAS, no matters, issues, terms or conditions related to this employment and appointment have been or will be placed on a consent calendar; and

WHEREAS, the employment shall be limited to 960 hours per fiscal year; and

WHEREAS, the compensation paid to retirees cannot be less than the minimum nor exceed the maximum monthly base salary paid to other employees performing comparable duties, divided by 173.333 to equal the hourly rate; and

WHEREAS, the maximum hourly rate for this position is \$110.41 and the minimum hourly rate for this position is \$78.64, and

WHEREAS, the hourly rate paid to Leslyn Syren will be between \$78.64 and \$110.41, to be determined by the CEO/General Manager as authorized by the Board of Directors of the Santa Cruz Metropolitan Transit District; and

WHEREAS, Leslyn Syren has not and will not receive any other benefit, incentive, compensation in lieu of benefit or other form of compensation in addition to her hourly pay rate.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT, that subject to the District's customary employment practices and the specific terms and conditions of any offer of employment by the District to Leslyn Syren in connection therewith, the Board of Directors hereby certifies the

Attachment A

Resolution No. _____
Page 3

nature of the appointment of Leslyn Syren as described herein, and that this appointment is necessary to fill the critically needed position of Special Counsel for the Santa Cruz Metropolitan Transit District by July 1, 2017 because Leslyn Syren possesses extensive, highly specialized skills and experience needed to complete the successful resolution of construction claims associated with the Judy K. Souza Operations Facility project, and approves the appointment of Leslyn Syren to the position of Special Counsel for up to a six-month term, effective upon appropriate action by the CEO/General Manager.

FURTHER RESOLVED, that the CEO/General Manager is hereby authorized and directed to execute all documents and take all other actions necessary or advisable to effect the purposes of this resolution.

PASSED AND ADOPTED this 23rd Day of June 2017 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

Approved:

Jimmy Dutra, Chair

Attest:

Alex Clifford, CEO/General Manager

Approved as to form:

Julie A. Sherman, General Counsel

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DATE: June 23, 2017

TO: Board of Directors

FROM: Barrow Emerson, Planning & Development Manager

SUBJECT: CONSIDER AUTHORIZING THE CEO/GM TO EXECUTE THE MASTER FUNDING AGREEMENT BETWEEN THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION AND THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FOR MEASURE D FUNDING

I. RECOMMENDED ACTION

That the Board of Directors authorize the CEO to execute the Measure D Master Funding Agreement Between the Santa Cruz County Regional Transportation Commission and the Santa Cruz Metropolitan Transit District

II. SUMMARY

- Santa Cruz County Regional Transportation Commission (RTC), in conjunction with the Santa Cruz Metropolitan Transit District (METRO) and other stakeholders, has developed a Measure D Master Funding Agreement, which provides procedures related to allocation of Measure D funding.
- METRO will submit a 5-Year program of projects to RTC, identifying how the funds will be used over the upcoming five years. The 5-year project list will be updated annually and must be approved following a public hearing.
- METRO will submit an annual report to RTC detailing the prior year's expenditures.
- Measure D funding received by METRO will be used to increase Fixed-route service, sustain ParaCruz service, maintain service reliability, and to allow for the purchase of new Fixed-route buses and ParaCruz vans. Measure D funds are responsible for the following:
 - 4 Fixed-route Bus Operator positions were saved in Fall of 2016, maintaining services slated for cuts, in hopes that Measure D would be successful; AND
 - An increase of 4 Fixed-route Bus Operators, which will improve service reliability; AND
 - Per Board action on May 19, 2017, one additional Fixed-route Bus Operator position to provide additional trips on key routes; AND
 - Sustain current level of ParaCruz service, which exceeds that required by the Americans with Disabilities Act (ADA); AND

- Purchase new Fixed-route buses and ParaCruz vans to increase service reliability and decrease maintenance costs.

III. DISCUSSION/BACKGROUND

Measure D Funding Agreement for Formula Funds for Direct Allocations

Measure D funds will be allocated to the cities, the County, METRO, and Community Bridge/Lift Line on a formula basis, as set forth in the Measure D ballot measure. RTC Staff has worked with the RTC's Budget and Administration/Personnel (B&A/P) Committee, the Interagency Technical Advisory Committee (ITAC), recipient agencies, and the RTC's legal counsel to develop funding agreements and guidelines that delineate requirements for Measure D funds that are directly allocated to local jurisdictions and transit providers. (Attachment 1 is the METRO Master Funding Agreement.) The Master Funding Agreement is intended to ensure that funds are spent in accordance with the Measure D Ordinance and Expenditure Plan and ensure that standardized procedures are applied to each recipient of Measure D revenues. The Master Funding Agreement also clarifies roles and responsibilities, provides guidance on eligible uses and expenditures of each fund type, and outlines the obligations of RTC in distributing the funds and the recipient agencies in expending the funds.

The Agreement, and its implementing guidelines, also include funding allocation, payment and expenditure provisions, direct local distribution summary, reporting provisions, and liability and indemnification responsibilities.

5-Year Program of Projects

As established in the Measure D Ordinance, all entities receiving Measure D funds are required to develop a five-year program of projects, identifying how each agency plans to use Measure D funds in the upcoming 5 years. The 5-year project list will be updated annually and must be approved following a public hearing.

Starting in 2018 (by December 31), recipient agencies will submit an annual report to RTC, which includes:

- An updated five-year program of projects;
- A report on prior fiscal year expenditures;
- Progress made to improve the transportation system;
- How maintenance of effort requirements have been met to ensure Measure D revenues are supplementing (not supplanting) other revenues; and
- The degree to which Measure D funds were used to secure additional funding from other sources (leveraging other funds).

The Measure D Oversight Committee and annual fiscal audit will review the annual report of expenditures to ensure funds were expended consistent with the requirements of Measure D.

METRO Use of Measure D Funding

Measure D funding received by METRO will be used to increase Fixed-route service, sustain ParaCruz service, maintain service reliability, and to allow for the purchase of new Fixed-route buses and ParaCruz vans. Details with background include:

As part of the reduced annual budget adopted in June 2016 for FY17, METRO funded 4 Fixed-route Bus Operator positions using reserve funds to save some services until FY18, in hopes that Measure D would be successful. If Measure D had not been successful, these services would have been eliminated. As a direct result of the passage of Measure D, these 4 Fixed-route Bus Operator positions will continue to be funded.

Measure D funds also provide an increase of 4 Fixed-route Bus Operators that will improve service reliability, something that has been difficult since the staffing reduction that came with the cost savings measures implemented with the FY17 budget.

Per request by the METRO Board on May 19, 2017, an additional \$120,000 of Measure D funds will be committed to fund 1 additional Fixed-route Bus Operator position and associated operating costs, which will provide additional trips on key routes.

In addition to funding an increase in Fixed-route services, Measure D funds will also allow METRO to sustain its current level of ParaCruz service, which exceeds the service level required by the Americans with Disabilities Act (ADA). If Measure D had not been successful, the current Fixed-route and ParaCruz service levels would have also been subject to reduction.

The new funding from Measure D will also allow METRO to purchase Fixed-route buses and ParaCruz vans, which in turn, will increase the service reliability and decrease maintenance costs. Sixty-one (61) buses of METRO's 98 buses are currently in need of replacement. The full cost of replacing the 61 buses ranges from \$37-\$58 million depending on the chosen propulsion system (compressed natural gas or electric battery). Because of the significant cost of buses, transit agencies primarily acquire buses through grants which generally require local matches in the 15-20% range. Unfortunately these grants are highly competitive and significantly oversubscribed. METRO will leverage the Measure D funding against these competitive grants, to acquire as many vehicles as possible, to increase service reliability and decrease maintenance costs.

IV. FINANCIAL CONSIDERATIONS/IMPACT

Measure D funding is forecast to provide METRO with almost \$3 million annually which will allow METRO to increase Fixed-route service, sustain ParaCruz service, maintain service reliability, and to allow for the purchase of new Fixed-route buses and ParaCruz vans.

V. ALTERNATIVES CONSIDERED

There are no recommended alternatives at this time. Staff recommends that the Board authorize the CEO/GM authority to execute the Measure D Master Funding Agreement so that METRO may receive funding to operate the METRO system.

VI. ATTACHMENTS

Attachment A: Measure D Master Funding Agreement between the Santa Cruz County Regional Transportation Commission and the Santa Cruz Metropolitan Transit District

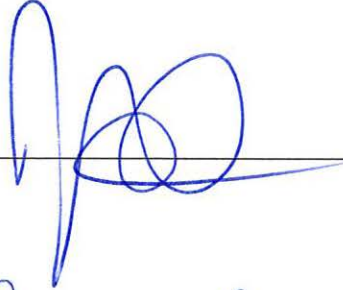
Prepared By: Cayla Hill, Administrative Specialist

VII. APPROVALS:

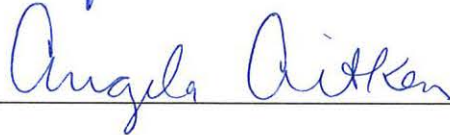
Barrow Emerson,
Planning and Development Manager



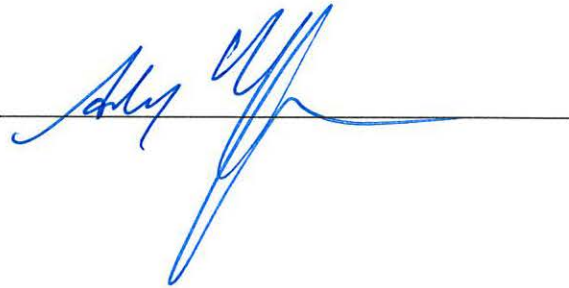
Approved as to form:
Julie Sherman, District Counsel



Approved as to fiscal impact:
Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager



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Attachment A

**MEASURE D
MASTER FUNDING AGREEMENT
between the
SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
and the
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT**

This Master Funding Agreement (“AGREEMENT”), effective the 30th of June, 2017, is entered into by and between the Santa Cruz County Regional Transportation Commission (“RTC”) and the Santa Cruz Metropolitan Transit District (“RECIPIENT”).

RECITALS

A. On November 8, 2016, the voters of Santa Cruz County, pursuant to the provisions of the Local Transportation Authority and Improvement Act, California Public Utilities Code, Division 19, Section 180000 et seq. (the “Act”), adopted an ordinance approving the Santa Cruz County Transportation Improvement Plan Measure (“Measure D”), thereby authorizing Santa Cruz County Regional Transportation Commission (“RTC”) to administer the proceeds from a retail transaction and use tax of one-half of one-percent (0.5%).

B. The duration of the Measure D sales tax will be 30 years from the initial date of collection, which is April 1, 2017, with said tax to terminate/expire on March 31, 2047. The tax proceeds will be used to pay for the programs and projects outlined in the Measure D Expenditure Plan and Ordinance, as it may be amended.

C. The Measure D Ordinance authorizes the RTC to allocate, administer, and oversee the expenditure of all Measure D revenues and to distribute revenues no less than quarterly to local jurisdictions, Santa Cruz Metropolitan Transit District (METRO), and the Consolidated Transportation Service Agency (CTSA): Community Bridges Lift Line, consistent with the formulas and provisions set forth in the Expenditure Plan;

D. This Agreement delineates the requirements of the Measure D funds that are directly allocated to local jurisdictions, METRO and Community Bridges, as authorized by the Measure D Expenditure Plan. Funds for projects identified in the expenditure plan to be funded from the highway corridors, rail corridor, and/or Monterey Bay Sanctuary Scenic Trail (Coastal Rail Trail) categories are not the subject of this AGREEMENT, and RECIPIENT will be required to enter into a separate agreement for any funds from those investment categories.

E. This AGREEMENT was approved by the governing body of the RTC on May 18, 2017.

NOW, THEREFORE, it is mutually agreed by and between the parties as follows:

ARTICLE I: FUNDING ALLOCATIONS

1. This AGREEMENT authorizes the RTC to allocate the direct allocation funds derived from Measure D receipts as described in the voter-approved Ordinance and Expenditure Plan for the following:

- Neighborhood Projects: Direct Allocation to Cities and County
- Transportation for Seniors and People with Disabilities: Direct Allocation to Service Providers

2. All Measure D distributions pursuant to this AGREEMENT shall be effective as of July 1, 2017.

Attachment A

A. Neighborhood Projects Program: Direct Allocation to Local Jurisdictions

1. Consistent with the Measure D Expenditure Plan, RTC will distribute Measure D Neighborhood Projects direct allocation funds at least quarterly to incorporated cities and the County of Santa Cruz pursuant to a formula weighted based on each jurisdiction's proportional share of the countywide population (29%), lane miles of roadway (39%) and site in Santa Cruz County where revenue from the Measure D transaction and use tax is generated (32%). RECIPIENT's allocations are subject to change based on variations in annual population, road mile, and tax site generation figures. Data will be updated each year based on the latest available data.

2. The *Measure D: Guidelines for Direct Allocations* ("Guidelines") provide program eligibility and fund usage guidelines, definitions, additional requirements, and guideline adoption details. Said guidelines are hereby incorporated into this AGREEMENT by reference.

3. Neighborhood Projects to be funded with Measure Revenues may include: fixing potholes, local roadway repairs, rehabilitation, reconstruction and intersection improvements; new and improved sidewalks, crosswalks and bicycle lanes and paths, especially near schools; and other transportation projects as necessary for the benefit of residents in those jurisdictions. The County of Santa Cruz and the cities of Capitola, Santa Cruz, Scotts Valley and Watsonville, who are best able to determine their current and future local transportation needs, shall each prepare an annual report through a public process, in accordance with the requirements of this AGREEMENT, to identify how they plan to spend their share of measure funds and how measure funds were spent in the prior year.

B. Transportation for Seniors and People with Disabilities Program: Direct Allocation to METRO and Community Bridges

1. RTC will distribute Measure D direct allocation funds pursuant to set percentages detailed in the Measure D Expenditure Plan.

2. As noted in the Measure D Expenditure Plan: 16% of net Measure Revenues will be distributed to Santa Cruz Metropolitan Transit District (METRO) to provide transit and paratransit service for Seniors and people with disabilities. 4% of net Measure Revenues will be allocated to the Consolidated Transportation Services Agency for Santa Cruz County (Community Bridges-Lift Line) for paratransit service. Paratransit works with social service agencies to increase transportation options for Seniors, individuals with disabilities, and persons with low incomes.

3. The *Measure D: Guidelines for Direct Allocations* ("Guidelines") provide program eligibility and fund usage guidelines, definitions, additional requirements, and guideline adoption details. Said guidelines are hereby incorporated into this AGREEMENT by reference.

ARTICLE II: PAYMENTS AND EXPENDITURES

A. RTC'S DUTIES AND OBLIGATIONS

1. Within thirty working days of actual receipt of the Measure D sales tax revenues from the State Board of Equalization ("BOE") RTC shall remit to the RECIPIENT its designated amount of available direct allocation funds. Funds shall be disbursed on a no less than quarterly basis by the formulas described in Article I Section A or B, as applicable, above. As noted in the Measure D Expenditure Plan: distribution percentages are net after costs required for administration, implementation and oversight of the measure, including RTC administrative salaries and benefits (*limited to 1% of total measure*

Attachment A

revenues), annual independent fiscal audits, reports to the public, preparation and implementation of state-mandated reports, oversight committee, Board of Equalization fees, and other administration, implementation and oversight responsibilities as may be necessary to administer and implement the Ordinance and the Expenditure Plan. These costs are estimated in the RTC's annual budget.

2. RTC shall annually update the Measure D fund revenue projections and the resulting fund allocation formulas to reflect the most current data available. RTC shall use the updated Measure D program allocation formulas in the allocations beginning July 1 of each new fiscal year, which is from July 1 to June 30.

3. RTC shall report quarterly to the public the amount of Measure D revenues distributed to RECIPIENT quarterly and for the fiscal year.

4. RTC shall provide for an independent annual audit of its financial statements including revenues and expenditures and also of its calculation of the allocation formula for distributing Measure D revenues to various recipients and render an annual report to the RTC within 180 days following the close of the fiscal year. The RTC may consider extensions to this deadline on a case-by-case basis.

5. RTC shall provide at least 45 days' notice to RECIPIENT prior to conducting an audit of expenditures made by RECIPIENT to ensure that expenditures are in compliance with this AGREEMENT and the Measure D Ordinance and Expenditure Plan.

B. RECIPIENT'S DUTIES AND OBLIGATIONS

1. RECIPIENT shall expend all Measure D funds received in compliance with applicable policies, guidelines and plans, including the Guidelines, the Measure D Ordinance, Expenditure Plan, 30-year Implementation Plan, and consistency with the Regional Transportation Plan and performance measures, as they may be adopted or amended by RTC from time to time.

2. RECIPIENT shall set up and maintain an appropriate system of accounts to report on Measure D funds received. RECIPIENT must account for Measure D funds, including any interest received or accrued, separately for each program, and from any other funds received from the RTC. The accounting system shall provide adequate internal controls and audit trails to facilitate an annual compliance audit for Measure D funds and the respective usage and application of said funds. RTC and its representatives, agents and nominees shall have the absolute right at any reasonable time to inspect and copy any accounting records related to such funds, except to the extent specifically prohibited by applicable law.

3. RECIPIENT shall expend Measure D allocations as quickly as possible for cost-effective eligible projects, but may reserve annual allocations for a maximum of no more than five fiscal years for larger projects that are identified in the Five-Year Program of Projects. If funds are not obligated and expended within five years, funds may be redirected after sixty (60) days of the end of the fifth fiscal year, at RTC's discretion, to other Measure D recipient agencies for projects that can be immediately implemented, unless a corrective action plan has been submitted to and approved by the RTC, an exception due to extenuating circumstances has been approved by the RTC board, or a "cooperative fund agreement" (*described in Section II.C*) has been approved by the RTC.

4. RECIPIENT hereby agrees to and accepts the formulas used in the allocation of Measure D revenues as reflected in the voter-approved Measure D Ordinance and Expenditure Plan, as it may be amended as provided therein, and agrees to accept the annual update of the sales tax allocation formulas, as reported by the RTC in its annual budget.

Attachment A

5. RECIPIENT hereby agrees that prior to commencement of any specific project or activity which will be funded with Measure D revenues, requirements of the California Environmental Quality Act (CEQA) and/or the National Environmental Policy Act (NEPA) shall be met, if applicable. The RTC shall not be the lead agency for any project or activity undertaken by RECIPIENT using Measure D revenues.

6. RECIPIENT hereby agrees to actively work to leverage or secure matching outside funding sources. Any additional Measure D revenues made available through their replacement by matching funds will be spent based on the principles outlined for fund allocations described in the Ordinance and Expenditure Plan.

C. OTHER EXPENDITURE CONDITIONS AND RESTRICTIONS

1. **Transportation Purposes Only:** RECIPIENT shall use all Measure D funds solely for transportation purposes as defined by the authorizing ballot measure. If RECIPIENT violates this provision, all further allocations shall be suspended until RECIPIENT fully reimburses all misspent funds, including all interest which would have been earned thereon. If RECIPIENT does not reimburse misspent funds, further allocations will be redistributed to other projects in the Neighborhood Projects or Transit categories of Measure D.

2. **Interest Earnings:** As set forth in the Measure D Ordinance, agencies implementing the Expenditure Plan projects may accumulate revenue over multiple years so that sufficient funding is available for larger and long-term projects. Any interest income earned on funds allocated pursuant to the Measure D ordinance or this AGREEMENT shall be expended only for the purposes for which the funds were allocated.

- a. Interest earnings on must be spent on the eligible uses defined in the Measure D Expenditure Plan, Ordinance, and “Guidelines.”
- b. Beginning in FY 18/19, each recipient agency shall estimate annual interest earnings and reflect these earnings in their 5-Year Program of Projects.
- c. The expenditure of interest earnings according to this policy will be included in the annual audit required by the Measure D Ordinance.

3. **Maintenance of Effort/Non-Substitution of Funds:** Pursuant to California Public Utilities Code Section 180001(e), RECIPIENT shall use Measure D funds to supplement and not replace existing local revenues used for transportation purposes. Measure D revenues also shall not be used to replace revenues used for existing agency indirect costs or overhead. As set forth in the Measure D Ordinance: Existing funds, revenues and other resources being used for transportation purposes include but are not limited to federal and state funding, the collection of traffic impact mitigation fees, other local impact fees, and dedications of property. The funds generated by the Transportation Tax shall not be used to replace existing transportation funding or to replace requirements for new development to provide for its own transportation needs. The entities receiving Measure D Revenues shall maintain their existing commitment of discretionary local transportation-related expenditures for transportation purposes pursuant to the ordinance, and the RTC shall enforce this requirement by appropriate actions, including fiscal audits of the local agencies. RECIPIENTS shall report on their compliance in the annual report. The *Measure D: Guidelines for Direct Allocations* (“Guidelines”) provide additional guidance.

4. **Cooperative Fund Agreements:** To maximize the effective use of funds, revenues may be transferred or exchanged between or among jurisdictions receiving funds from this measure. Jurisdictions receiving funds may, by annual or multi-year agreement, exchange funds provided that the percentage of funds allocated as provided in the Expenditure Plan is maintained over the duration of the period of time the tax is imposed. Agreements to exchange funds, including fund repayment provisions, must be approved by the RTC and shall be consistent with all rules adopted or approved by the RTC relating to

Attachment A

such exchanges. Subject to concurrence of RECIPIENT, the RTC may exchange Measure D revenues for State or federal funds allocated or granted to any public agency within or outside the area or jurisdiction of the RTC to maximize effectiveness in the use of the Measure D revenues. Such federal or State funds shall be distributed in the same manner as Measure D revenues. The RTC shall maintain for public review an accounting of all balances that are subject to cooperative agreements approved pursuant to this section.

5. **Staff Cost Limitations:** Direct costs associated with the delivery of programs and projects associated with Measure D programs, including direct staff costs and consultant costs, are eligible uses of Measure D funds. The intent of the measure is to expand and improve the transportation network through the construction, maintenance and operation of transportation projects and services. RTC does not allow indirect costs, unless the RECIPIENT submits an independently audited/approved Indirect Cost Allocation Plan (ICAP). This may include, but not be limited to, the ICAP prepared for other state or federal programs.

ARTICLE III: REPORTING REQUIREMENTS

A. REQUIREMENTS AND WITHHOLDING

1. RECIPIENT shall comply with each of the reporting requirements set forth below. If RECIPIENT fails to comply with one or more of these requirements, RTC may withhold payment of further Measure D funds to RECIPIENT until full compliance is achieved.

2. RECIPIENT shall, by December 31st of each year, submit to RTC separate independently audited financial statements for the prior fiscal year ending June 30 of Measure D funds received and used. The RTC may consider extensions of the due date on a case-by-case basis. The audit, which shall be made available to the public, shall report on evidence that the expenditure of funds is in accordance with the Expenditure Plan adopted by the voters. The RTC will prepare a publicly available annual report on past and upcoming activities and publish an annual financial statement on the RTC website.

3. RECIPIENT shall actively conduct public outreach, in partnership with RTC and/or its advisory committees, as a means of ensuring that the public has the ability to access information about which projects and programs are funded with Measure D funds.

4. RECIPIENT shall, by December 31st of each year, submit to RTC an annual report (covering the prior fiscal year) regarding programs and projects on which RECIPIENT expended Measure D funds. The RECIPIENT agency board shall annually adopt the annual report, after holding a public hearing. The annual report shall include 1) a five-year program of projects including information about each of the projects to be funded with Measure D revenues. RECIPIENT shall submit the program of projects to the RTC in a format that can be easily understood by members of the public; and 2) Description of expenditures of Measure Revenues from the most recently completed fiscal year. Some agencies may adopt the five-year program of projects as part of their annual budget, capital improvement programs, or other process earlier in the year, but must submit the list no later than December 31.

5. RECIPIENT shall document expenditure activities and report on the performance of Measure D funded activities through the annual report process, or through other RTC performance and reporting processes as they may be requested, including but not limited to the annual Five-Year Program of Projects, planning and monitoring reports. The RTC shall utilize information from RECIPIENT on expenditures to prepare a comprehensive report to the public on the expenditure of Measure D revenues.

6. RECIPIENT shall install or mount signage adjacent to Measure D funded construction projects and/or on vehicles funded with Measure D funds where practical, so Santa Cruz County taxpayers are

Attachment A

informed as to how RECIPIENT is using Measure D funds. See separate “*Measure D: Sign Specifications*” [under development] for additional signage guidance.

7. RECIPIENT shall provide current and accurate information on RECIPIENT’s website, to inform the public about how RECIPIENT plans to use and is using Measure D funds. RECIPIENT shall notify RTC staff once the draft 5-year program of projects is available for public review and at least two weeks in advance of the anticipated date of the public hearing and board action on the annual 5-Year Program of Projects.

8. RECIPIENT shall, at least annually, publish an article highlighting a project or program funded by Measure D funds. This could be in a local newspaper, agency newsletters, or via internet-based platforms, including but not limited to blogs, websites, and social media sites.

9. RECIPIENT shall make its administrative officer or designated staff available upon request to render a report or answer any and all inquiries in regard to RECIPIENT’s receipt, usage, and/or compliance audit findings regarding Measure D funds before the RTC and/or the Independent Oversight Committee or RTC advisory committees, as applicable.

10. RECIPIENT agrees that RTC may review and/or evaluate all project(s) or program(s) funded pursuant to this AGREEMENT. This may include visits by representatives, agents or nominees of RTC to observe RECIPIENT’s project or program operations, to review project or program data and financial records, and to discuss the project with RECIPIENT’s staff or governing board.

ARTICLE IV: OTHER PROVISIONS

A. INDEMNITY BY RECIPIENT

1. Neither RTC, nor its governing body, elected officials, any officer, consultant, agent, or employee thereof shall be responsible for any damage or liability occurring by reason of anything done or omitted to be done by RECIPIENT in connection with the Measure D funds distributed to RECIPIENT pursuant to this AGREEMENT. It is also understood and agreed, pursuant to Government Code Section 895.4, RECIPIENT shall fully defend, indemnify and hold harmless RTC, its governing body, and all its officers, agents, and employees, from any claims or liability imposed on RTC for injury (as defined in Government Code Section 810.8) occurring by reason of anything done or omitted to be done by RECIPIENT in connection with the Measure D funds distributed to RECIPIENT pursuant to this AGREEMENT.

B. INDEMNITY BY RTC

1. Neither RECIPIENT, nor its governing body, elected officials, any officer, consultant, agent, or employee thereof shall be responsible for any damage or liability occurring by reason of anything done or omitted to be done by RTC under or in connection with any work, authority or jurisdiction delegated to RTC under this AGREEMENT. It is also understood and agreed, pursuant to Government Code Section 895.4, RTC shall fully defend, indemnify, and hold harmless RECIPIENT, and its governing body, elected officials, all its officers, agents, and employees from any claims or liability imposed on RECIPIENT for injury (as defined in Government Code Section 810.8) occurring by reason of anything done or omitted to be done by RTC under or in connection with any work, authority or jurisdiction delegated to RTC under this AGREEMENT.

C. JURISDICTION AND VENUE

1. The laws of the State of California will govern the validity of this AGREEMENT, its interpretation and performance, and any other claims to which it relates. All legal actions arising out of this AGREEMENT shall be brought in a court of competent jurisdiction in Santa Cruz County, California and the parties hereto hereby waive inconvenience of forum as an objection or defense to such venue.

D. TERM

1. The term of this AGREEMENT shall be from April 1, 2017 to June 30, 2022, unless amended in writing or a new Master Funding Agreement is executed between RTC and RECIPIENT for Measure D revenues.

E. SEVERABILITY

1. If any provision of this AGREEMENT is found by a court of competent jurisdiction or, if applicable, an arbitrator, to be unenforceable, such provision shall not affect the other provisions of the AGREEMENT, but such unenforceable provisions shall be deemed modified to the extent necessary to render it enforceable, preserving to the fullest extent permissible the intent of the parties set forth in this AGREEMENT.

F. MODIFICATION

1. This AGREEMENT, as well as the referenced Guidelines, Measure D Ordinance and Expenditure Plan, constitutes the entire AGREEMENT, supersedes all prior written or oral understandings regarding Measure D program funds (but not project funding agreements). This AGREEMENT may only be changed by a written amendment executed by both parties. Notwithstanding the foregoing, the Guidelines, performance measures, and other policies related to Measure D funds may be changed from time to time by the RTC, and any such changes shall be incorporated herein to the same extent as the underlying policy so amended.

IN WITNESS WHEREOF, the parties have executed this AGREEMENT by their duly authorized officers as of the date first written below.

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
(METRO)**


**SANTA CRUZ COUNTY REGIONAL
TRANSPORTATION COMMISSION (RTC)**

Name Date
Title

George Dondero Date
Executive Director

Approved as to Form:

Approved as to Form:

By:  6-6-2017

Name Julie A. Sherman Date
Legal Counsel for METRO

By: _____
Legal Counsel to SCCRTC Date

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Attachment A

Measure D: Guidelines for Direct Allocations for Neighborhood Projects and Transportation for Seniors and People with Disabilities

Approved by SCCRTC 5/18/17

Section 1. Purpose

- A. To specify the eligible uses of and requirements for funds authorized under Measure D (2016) that local jurisdictions, Santa Cruz Metropolitan Transit District (METRO), and the Consolidated Transportation Services Agency (CTSA) for Santa Cruz County: Community Bridges Lift Line must follow in their use of Measure D funds authorized under the “Neighborhood Projects” and “Transportation for Seniors and People with Disabilities” categories. These guidelines are incorporated by reference into the *Measure D Master Funding Agreement*. Additional terms and conditions are contained in the agreements themselves, the Measure D Ordinance and Expenditure Plan. The intent of these guidelines is to:
1. Provide guidance on eligible uses and expenditures of Measure D “Neighborhood Projects” and “Transportation for Seniors and People with Disabilities” direct allocation funds.
 2. Guide implementation of the Measure D Ordinance and Expenditure Plan, as it relates to these direct allocations.
- B. These guidelines only apply to the ongoing formula allocations of net revenues to cities, the County of Santa Cruz, and transit/paratransit operators (RECIPIENTS) pursuant to Measure D and the Expenditure Plan associated therewith. Separate Guidelines apply to “Neighborhood Projects” investments which are allocated specific dollar amounts (Highway 9 Corridor in San Lorenzo Valley and Highway 17 Wildlife Crossing) and other Measure D investments categories (Highway Corridors, Active Transportation, and Rail Corridor).

Section 2. Authority

- A. The Santa Cruz County Regional Transportation Commission (RTC) is responsible for implementation of Measure D. These guidelines, adopted by the RTC board, set forth eligible uses and expenditures of Measure D revenues designated to the “Neighborhood Projects” and “Transportation for Seniors and People with Disabilities” categories. The RTC may update these guidelines on an as-needed basis, effective upon approval of the RTC board, and will do so with involvement of Measure D revenue recipients, and the RTC’s technical, bicycle, and elderly/disabled advisory committees, as applicable. Exceptions to these guidelines must be requested in writing and be approved by the RTC board.

Section 3. Background

- A. On November 8, 2016, voters approved the 2016 Santa Cruz County Transportation Improvement Plan - Expenditure Plan: Measure D, which allocates 30% of net Measure D revenues to a “Neighborhood Projects” program and 20% to a “Transportation for Seniors and People with Disabilities” program. Section 5 of these guidelines clarifies eligible fund uses and expenditures in association with these Direct Allocation funds (also referred to as formula funds, direct distributions, direct allocations).
- B. **Neighborhood Projects – Direct Allocation to Cities and County:** As set forth in the voter- approved Expenditure Plan, all but \$15 million (total over 30 years) of funds allocated to Neighborhood Projects (30% of net Measure D revenues) will be distributed to the cities of Capitola, Santa Cruz, Scotts Valley, and Watsonville and the County of Santa Cruz for eligible transportation projects based on the formula set forth in the Measure D Expenditure Plan.
- C. **Transportation for Seniors and People with Disabilities:** Direct Allocation to Service Providers funds will be distributed as follows:
1. 16% of net Measure D Revenues will be distributed to Santa Cruz Metropolitan Transit District

Attachment A

(METRO) to provide transit and paratransit service for seniors and people with disabilities.

2. 4% of net Measure D Revenues will be allocated to Community Bridges Lift Line, as the Consolidated Transportation Services Agency (CTSA) for Santa Cruz County for paratransit services that increase transportation options for seniors, individuals with disabilities, and persons with low incomes.

D. In the event that any agency that is designated to receive direct allocation funds through the Expenditure Plan is dissolved, the RTC may redistribute funds based on the same formulas minus the dissolved agency. New or successor entities that come into existence in Santa Cruz County during the life of the Expenditure Plan, such as incorporation of a new city, merging of agencies, or designation of a new agency as the county Consolidated Transportation Services Agency or transit agency, may be considered as eligible recipients of funds through the amendment process as set forth in the Ordinance.

Section 4. Definition of Terms

- A. **Authority/RTC:** The Santa Cruz County Regional Transportation Commission (RTC) is the state-designated regional transportation planning agency and is the Local Transportation Authority (Authority) for Santa Cruz County which performs long-range planning and funding for countywide transportation projects and programs, and administers the Measure D half-cent transportation sales tax programs, approved by voters on November 8, 2016.
- B. **Capital project:** A capital investment that typically requires the following phases: planning/feasibility, scoping, environmental clearance, design, right-of-way, construction, and completion.
- C. **Complete Street:** A transportation facility that is planned, designed, operated, and maintained to provide safe mobility for all users, including bicyclists, pedestrians, transit vehicles, truckers, and motorists, appropriate to the function and context of the facility. Complete street concepts apply to rural, suburban, and urban areas. (Caltrans definition)
- D. **Complete Streets Act of 2008:** The California Complete Streets Act (Assembly Bill 1358) was signed into law in September 2008. It requires that local jurisdictions modify their general plans as follows:
 1. Commencing January 1, 2011, upon any substantial revision of the circulation element, the legislative body shall modify the circulation element to plan for a balanced, multimodal transportation network that meets the needs of all users of the streets, roads, and highways for safe and convenient travel in a manner that is suitable to the rural, suburban, or urban context of the general plan.
 2. For the purposes of this paragraph, “users of streets, roads, and highways” means bicyclists, children, persons with disabilities, motorists, movers of commercial goods, pedestrians, skaters, users of public transportation, seniors, and other users of transportation facilities.
- E. **Cost Allocation Plans (CAPs):** CAPs and indirect cost (IDC) rate proposals are plans that provide a systematic manner to identify, accumulate, and distribute allowable direct and indirect costs to programs funded through the RTC Master Funding Agreements.
- F. **Direct cost (DC):** A cost completely attributed to the provision of a service, operations, a program, a capital cost, or a product. These costs include documented hourly project staff labor charges (salaries, wages, and benefits) that are directly and solely related to the implementation of Measure D-funded projects, consultants, contractors, and materials. These funds may be used for travel or training if they are directly related to the implementation of the “Neighborhood Projects” and “Transportation for Seniors and People with Disabilities” funds.

Attachment A

- G. **Direct Local Allocation (or Distribution) Funds:** Funds allocated based upon a funding formula defined in a voter approved measure and allocated to eligible agencies on a regularly schedule basis (no less than quarterly).
- H. **Education and promotion:** Marketing, education, information, outreach, and promotional campaigns and programs funded by Measure D.
- I. **Environmental documents:** Preparation of environmental documents, such as those related to the California Environmental Quality Act (CEQA) and/or the National Environmental Policy Act (NEPA), or permits required by state or federal permitting agencies.
- J. **Equipment and vehicles:** Purchase or lease of vehicles and equipment for Measure D-funded transportation services, information dissemination, fare collection, maintenance, etc.
- K. **Grants:** Funding for plans, programs, or projects based on a competitive call for projects; evaluated based on applicable evaluation criteria; and allocated based on a reimbursement basis.
- L. **Indirect cost:** Also known as “overhead,” any cost of doing business other than direct costs. These costs include utilities, rent, administrative staff, officers’ salaries, accounting department costs, and personnel department costs, which are requisite for general operation of the organization but are not directly allocable to a particular service or product.
- M. **Maintenance:** Repairs, renovation, or upgrade of existing facility or infrastructure.
- N. **Net Measure D Revenues:** The net amount of Measure D sales tax revenues remaining after costs required for administration, implementation and oversight of the measure. These expenses include annual independent fiscal audits, reports to the public, preparation and implementation of state-mandated reports, oversight committee, and other administration, implementation and oversight responsibilities as may be necessary to administer and implement the Ordinance and the Expenditure Plan. Net revenues are distributed by formula to the investment categories identified in the Expenditure Plan.
- O. **Operations:** Provision of services that operate transportation facilities and programs. Operations costs do not include the costs to operate community outreach or other programs not directly related to a specific transportation service, program, or product.
- P. **Pedestrian crossing improvements:** Pedestrian crossing improvements such as crosswalks, roadway/geometric changes, or reconfiguration specifically benefiting pedestrians.
- Q. **Planning:** Identification of project and program current conditions and needs and development of strategies and plans to address the identified needs.
- R. **Project completion/closeout:** Inspection/project acceptance, final invoicing, final reporting, and the processes for closing out a project.
- S. **Recipient:** Agencies receiving direct allocations of funds from the “Neighborhood Projects” and “Transportation for Seniors and People with Disabilities” Expenditure Plan categories.
- T. **Scoping and project feasibility:** Early capital project phases that identify project needs, costs, and implementation feasibility.
- U. **Sidewalks and ramps:** New sidewalks, sidewalk maintenance, curb ramps, and stairs/ramps for pedestrian and Americans with Disabilities Act access.

Attachment A

- V. **Signage:** Warning, regulatory, wayfinding, or informational signage.
- W. **Signals:** New traffic signals or crossing signals, signal upgrades, countdown signals, audible signals, or signal timing improvements.
- X. **Street resurfacing and maintenance:** Repaving and resurfacing of on-street surfaces, including striping.
- Y. **Traffic calming:** Infrastructure primarily aimed at slowing down motor vehicle traffic.

Section 5. Fund Allocations

A. “Neighborhood Projects” Direct Allocation Funds

1. *General:* RTC distributes Measure D “Neighborhood Projects” funds to incorporated cities in the county and to the County of Santa Cruz to be spent on transportation capital improvements intended to directly maintain and improve the multimodal local streets and roads network in Santa Cruz County. Each city and Santa Cruz County will receive their proportional share (which share shall be adjusted annually as described in the Master Funding Agreement) of the direct allocation Neighborhood Projects funds based on the formula specified in the Measure D Expenditure Plan, as it may be amended from time to time as provided therein. These funds are allocated on a no less than quarterly basis directly to each city and the County. Recipient agencies must place all such funds in a separate account for the Measure D program and will require annual audits. Agencies will maintain all interest accrued from the Measure D funds within the program.
2. *Formula:* Neighborhood Project Funds to cities and the County of Santa Cruz shall be distributed by the following formula: Proportional share of the countywide population (29%), lane miles of roadway (39%) and site where the Measure Revenue from the transaction and use tax is generated (32%). Population, road mile, and tax site generation figures will be updated each year based on the latest available data.
3. *Eligible Project Types:* These funds may be used for any local transportation need based on local priorities identified in the recipient agency’s annually updated 5-Year Program of Projects. Neighborhood Projects to be funded with Measure D revenues may include the items below under Eligible Uses (5) which are determined as necessary for the benefit of residents in those jurisdictions and approved through a public process by the jurisdiction.
4. The County of Santa Cruz and the cities of Capitola, Santa Cruz, Scotts Valley and Watsonville, who are best able to determine their local transportation needs, shall each prepare an annual report through a public process to identify how they plan to spend their share of measure funds in the next five years and how measure funds were spent in the prior year.
5. *Eligible Uses:* The Measure D “Neighborhood Projects” funds allocated to cities and the County of Santa Cruz may be used for capital projects, programs, maintenance, and operations that directly improve local streets and roads and local transportation. These include streets and roads projects, local transit projects, bicycle and pedestrian projects, projects (sponsored by others) that require local agency support, and other transportation projects, as approved through a public process by the jurisdiction. Where applicable, projects will also incorporate complete streets practices that make local roads safe for all modes, including bicyclists and pedestrians, and accommodate transit. Eligible uses for these funds include, but are not necessarily limited to:

Attachment A

- a. Capital projects, including:
 - i. All phases of capital projects, including feasibility studies, planning, environmental, right-of-way acquisition, construction, construction management
 - ii. Transportation infrastructure maintenance and preservation including fixing potholes, repaving, resurfacing, rehabilitation, and reconstruction of local streets, roads, pathways, and maintenance of curbs, gutters and drains.
 - iii. Intersection improvements, including signals, turn lanes, etc.
 - iv. Signage and striping on roadways, including crosswalks, traffic and bicycle lanes
 - v. Improvements or upgrades to transportation bridges and tunnels
 - vi. Installation of or upgrades to sidewalks and curb ramps
 - vii. Americans with Disabilities Act (ADA) on-street improvements, including sidewalk upgrades and curb ramp installations
 - viii. Purchase or lease of equipment or new vehicles dedicated for local streets and roads projects
 - ix. Crossing projects including traffic signals, signage, traffic lights, and striping (at intersections, interchanges, railroads, freeways, etc.), including bicyclist and pedestrian treatments
 - x. Pedestrian facility installation and maintenance, including sidewalk repair and installation, curb ramps, countdown signals, accessible signals, at-grade crossings
 - xi. Bicycle facility installation and maintenance, including bikeways, bicycle routes, boulevards, lanes, multi-use pathways, green lanes, sharrows, bicycle boxes
 - xii. Improvements to roadways at rail crossings, including grade separations and safety protection devices
 - xiii. Pedestrian and bicycle access to, from and at transit facilities
 - xiv. Traffic calming projects
 - xv. Upgrades to or installation of new local streets and roads infrastructure including installation of streets, roads, and highways
 - xvi. Bus stop improvements, including bus pads, turnouts and striping
 - xvii. Improvements to roadways for truck or transit routing.
- b. Transportation system operations including:
 - i. Operations of traffic signal system controls and interconnections, corridor monitoring and management, signal synchronization and transit prioritization.
 - ii. Public transit operations including bus, shuttle, rail, and paratransit services
 - iii. Safe routes to schools programs.

Attachment A

- c. Direct staff and consultant costs that support eligible activities, including the annual report and audit for Measure D revenues.
 - d. Direct staff training costs directly related to implementation of projects or programs implemented with the Measure D “Neighborhood Projects” Funds.
6. *Ineligible Uses:* The following is a list of ineligible uses of Measure D “Neighborhood Projects” funds:
- a. Non-transportation projects such as fees charged to capital construction projects for services or amenities not related to transportation;
 - b. Capital projects, programs, maintenance, operations, or purchases that do not directly improve local transportation facilities;
 - c. Projects or programs that exclusively serve city/county staff;
 - d. Supplanting existing funds designated for transportation programs and projects;
 - e. Indirect costs, unless the RECIPIENT submits an independently audited/approved Indirect Cost Allocation Plan and Measure D funds are not supplanting other funds used to cover existing overhead and indirect costs. Indirect costs shall only be applied to direct agency staff costs.
 - f. Mark-up to costs for services, materials, equipment, contracts, etc.
- B. “Transportation for Seniors and People with Disabilities” Funds
1. *General:* RTC distributes Measure D “Transportation for Seniors and People with Disabilities” funds to Santa Cruz METRO and CTSA to be spent on transportation capital improvements, services, and operations that provide transportation services to seniors or people with disabilities, with the intent to maximize the number of rides provided. METRO and CTSA will receive direct allocations of net Measure D funds based on the formulas specified in the Measure D Expenditure Plan, as it may be amended from time to time as provided therein. These funds are allocated on a no less than quarterly basis directly to each service provider. Recipient agencies must place these funds in a separate account for the Measure D program and annual audits are required. Agencies will maintain all interest accrued from the Measure D funds within the program.
 2. *Formulas and Purpose:* As described in the voter-approved Measure D Expenditure Plan:
 - a. 16% of net Measure Revenues will be distributed to Santa Cruz Metropolitan Transit District (METRO) to provide transit and paratransit service for seniors and people with disabilities.
 - b. 4% of net Measure Revenues will be allocated to the Consolidated Transportation Services Agency (CTSA) for Santa Cruz County, Community Bridges Lift Line, for paratransit services that increase transportation options for seniors, individuals with disabilities, and persons with low incomes.
 3. The METRO and CTSA are best able to determine their transportation needs, shall each prepare a five-year plan through a public process to identify how they plan to spend their share of measure funds in the next five years and an annual report detailing how measure funds were spent in the prior year. Reports prepared by the CTSA are subject to review and concurrence

Attachment A

from the RTC's Elderly and Disabled Transportation Advisory Committee (E&D TAC).

4. *Eligible Uses:* The Measure D funds allocated to Santa Cruz Metropolitan Transit District (METRO) and Community Bridges Lift Line (CTSA) may be used for capital projects, programs, maintenance, or operations that directly improve transportation for seniors and people with disabilities. Eligible uses for these funds include, but are not necessarily limited to:
 - a. Capital projects, including:
 - i. All phases of capital projects, including feasibility studies, planning, environmental, right-of-way acquisition, construction, construction management
 - ii. Upgrades to or expansions to bus, paratransit, and shuttle infrastructure
 - iii. Purchase or lease of equipment or new vehicles for transit services
 - b. Maintain or increase METRO public transit and paratransit system operations and services, including express, local, and feeder buses, shuttles, and paratransit services that serve seniors and people with disabilities
 - c. Maintain or increase Paratransit services operated by the CTSA.
 - d. Safety or security improvements for operators, passengers, service users, facilities, and infrastructure or property.
 - e. Direct staff and consultant costs to develop, plan, implement, manage, operate and maintain transit and paratransit projects and programs that serve seniors and people with disabilities.
 - f. Direct staff and consultant costs to provide customer service and outreach for transit and paratransit projects and programs
 - g. Direct staff and consultant costs that support eligible activities, including the annual report and audit for Measure D revenues
 - h. Direct staff training costs directly related to implementation of projects or programs implemented with the Measure D "Transportation for Seniors and People with Disabilities" funds
5. *Ineligible Uses:* The following is a list of ineligible uses of Measure D "Transportation for Seniors and People with Disabilities" funds:
 - a. Non-transportation projects such as fees charged to capital construction projects for services or amenities not related to transportation;
 - b. Capital projects, programs, maintenance, or operations that do not directly improve local transit or paratransit facilities or services;
 - c. Projects or programs that exclusively serve recipient agency staff;
 - d. Supplanting existing funds designated for transportation programs and projects;
 - e. Indirect costs, unless the RECIPIENT submits an independently audited/approved Indirect Cost Allocation Plan and Measure D funds are not supplanting other funds used to cover existing overhead and indirect costs.

Attachment A

- C. **Approval of Projects/Program – The 5-Year Program of Projects:** Prior to the agency expending the Measure D funding on any projects or programs, all projects and programs that use Measure D “Neighborhood Projects” and “Transportation for Seniors and People with Disabilities” direct allocation funds must be approved by the recipient-agency governing board following a public hearing. This approval allows the opportunity for the public to provide input on planning for Measure D-funded projects. These projects and programs must be included in the Five Year Program of Projects. Project sponsors are encouraged to use the Five Year Program of Projects template included as Attachment A. In the case of the CTSA, the 5-Year Program of Projects must be reviewed by the RTC’s Elderly and Disabled Transportation Advisory Committee (E&D TAC) and approved by the RTC, following a public hearing at an RTC board meeting.

Section 6. Performance Metrics

- A. Recipients of Measure D revenues shall report on the performance of Measure D funded activities as part of the annual report process, or through other RTC performance and reporting processes as they may be requested, including but not limited to the annual report of prior year expenditures and Five-Year Program of Projects and the annual audit. Attachment B provides a list of performance measures that shall be used, unless substitute measures are approved by the RTC.

Section 7. Maintenance of Effort

- A. Recipient shall use Measure D funds to supplement and not replace existing revenues used for transportation purposes, including agency indirect costs and overhead. A maintenance of effort formula ensures that Measure D results in an increased or sustained level of transportation-related activities than would otherwise have been possible. Existing funds, revenues and other resources being used for transportation purposes include but are not limited to federal and state funding, the collection of traffic impact mitigation fees, other local impact fees, and dedications of property. The funds generated by the Transportation Tax shall not be used to replace existing transportation funding or to replace requirements for new development to provide for its own transportation needs. While Measure D funds shall not be used to directly replace and/or reduce those charges, Recipient may reduce or provide subsidies to development for their transportation needs and/or charges using other non-transportation sources to offset those charges. The entities receiving Measure D Revenues shall maintain their existing commitment of discretionary local transportation-related expenditures for transportation purposes pursuant to the ordinance, and the RTC shall enforce this requirement by appropriate actions, including fiscal audits of the local agencies.
- B. An agency’s baseline “maintenance of effort” shall be calculated based on the average of revenues and expenditures for transportation purposes in the three to five fiscal years prior to the start of Measure D allocations to recipient agencies (FY16/17, FY15/16, FY14/15, and optionally FY13/14 and FY12/13).
- C. The baseline calculation shall include the following revenues: local discretionary revenues, formula funds received for transportation purposes (e.g. gas tax, state transit assistance, FTA5311, etc).
1. Local agency discretionary revenues (general funds, sales and property taxes and other fees) designated for transportation purposes which were calculated for the baseline shall be adjusted annually in proportion to growth or decline of gross Measure D sales tax revenues. Dedicated

Attachment A

funds for transportation which are not locally generated, such as state gas tax and other state and federal formula funds shall not be subject to this adjustment.

2. Revenues from special, non-formula, competitive grants, and/or past revenues carried over into FY14/15-16/17 (and optionally FY12/13 and 13/14) for special projects and/or emergencies will not be part of MOE baseline calculation but shall still be identified in the baseline report. This includes, but is not limited to, one-time grants such as Regional Surface Transportation Program (RSTP)/Surface Transportation Block Grant Program (STBG), State Transportation Improvement Program (STIP), Active Transportation Program (ATP), American Recovery and Reinvestment Act (ARRA), Highway Safety Improvement Program (HSIP), Highway Bridge Program (HBP), FTA5310, and FEMA grants. While these are not part of the baseline calculation, agencies will be expected to continue to seek and secure grants from other sources, use some Measure D funds to leverage other grants, and not depend on Measure D formula funds to supplant those efforts.

- D. *Expenditures:* In the baseline report, Recipients shall also show how revenues were used in FY14/15-16/17 (and optionally FY12/13 and 13/14). This includes a breakdown by transportation purpose, such as ongoing operations, maintenance, transit service type, major projects, street sweeping, pavement, bicycle projects, walkways, as well as outside transportation programs your agency has contributed funds to (such as safe route to school, transportation demand management, and paratransit programs), and agency staffing, overhead and indirect costs.
- E. *Exceptions:* The RTC recognizes that there will be instances where other and sometimes longstanding local, state, or federal revenues, formula funds, and grants will fluctuate or no longer be available. There also may be instances where a recipient agency reserves several years of funds, then spends several years of banked revenues in one fiscal year. If there are past revenues or expenditures which an agency proposes to exclude from the baseline maintenance of effort calculations, or if an agency is unable to meet the baseline maintenance of effort in a given year, the agency must provide a written justification for such exclusion for consideration by the RTC and the Measure D Oversight Committee. The written justification must include evidence for the need for any lower base amount.
- F. If extraordinary storm damage or other emergencies occur in a given year, an agency may request an exception to maintenance of effort requirements that year.
- G. Recipient agencies have up to three fiscal years to meet the adjusted minimum local revenue expenditure requirement, outlined in Section 7.C.1. If an agency fails to submit annual reports or within three fiscal years the adjusted average annual expenditures of local discretionary revenues over the past three years do not meet the adjusted minimum local expenditure maintenance of effort requirements, the Measure D allocations amount to the RECIPIENT will be reduced by the amount that the agency did not meet the baseline level of expenditures of the agency discretionary revenues and the remaining Measure D will be reserved until any and all maintenance of effort expenditures are fulfilled or a plan to meet the maintenance of effort amount moving forward has been approved by the RTC.

Attachment A

H. Recipients shall submit their baseline calculation to the RTC by August 1, 2017. Recipients shall demonstrate and certify their maintenance of effort through the annual report and audit, and provide supporting documentation of how they calculated their maintenance of effort, which may include annual fiscal expenditure reports or ledgers and/or State Controllers reports used to comply with Senate Bill 1 (2017) or the California Streets and Highways Code.

Section 8. Complete Streets Policy Requirement

- A. To receive Measure D “Neighborhood Projects” funds, local jurisdictions must do both of the following with respect to Complete Streets policies:
1. Have an adopted Complete Streets policy or adopt a Complete Street policy by April 1, 2018, and
 2. Comply with the California Complete Streets Act of 2008, including any amendments. The California Complete Streets Act (AB1358) requires that local general plans do the following:
 - a. Commencing January 1, 2011, upon any substantial revision of the circulation element, the legislative body shall modify the circulation element to plan for a balanced, multimodal transportation network that meets the needs of all users of the streets, roads, and highways for safe and convenient travel in a manner that is suitable to the rural, suburban, or urban context of the general plan.
 - i. For the purposes of this paragraph, “users of streets, roads, and highways” means bicyclists, children, persons with disabilities, motorists, movers of commercial goods, pedestrians, users of public transportation, and seniors.
 - ii. The Governor’s Office of Planning and Research has developed detailed guidance for meeting this law: *Update to the General Plan Guidelines: Complete Streets and the Circulation Element*
https://www.opr.ca.gov/docs/Update_GP_Guidelines_Complete_Streets.pdf
- B. Agencies shall utilize the *Monterey Bay Area Complete Streets Guidebook* checklist or another complete streets checklist when defining project scope and design.

Section 9. Signage

- A. *Background:* The display of project signs is regularly utilized by public agencies to provide members of the public with information about the construction and operation of transportation projects. Project signs are posted near the location of the project, or on the vehicle in the case of bus transit projects, and typically display the project name, the project cost, funding source, project sponsor and estimated completion date. Project signs also are used to help inform the public of what programs help fund projects, like the Measure D transportation sales tax.
- B. *Project Signage Provisions:* RTC, in coordination with local project sponsors, will utilize project signs to provide members of the public with information on projects and programs that the Measure D program is helping deliver. Project sign guidelines will help provide uniformity for project sponsors in the implementation of the Measure D program. Projects that meet the thresholds identified in the guidelines will follow the appropriate display schedules and project signage type. While specifications for Measure D project signs have been developed by types of projects, if the prescribed sign type obstructs user accessibility or causes a potential safety hazard, project sponsors have the discretion to install alternative signage that displays the Measure D logo at a minimum.

Attachment A

- C. *Measure D Contribution Thresholds, Display Schedules, and Sign Specifications*: Measure D project sign installation will follow the Measure D contribution thresholds, display schedules, and sign specifications summarized in Attachment C. RTC will provide templates of sign specifications, developed in consultation with project sponsors.

Section 10. Advancement of Direct Local Allocation Distribution Funds

- A. The RTC may consider advancing future year direct allocation funds, with the goal of seeing improvements made in the near term, if sufficient funding is available for short term loans from other Measure D programs. If a jurisdiction is interested in this option, a written request to the RTC Executive Director indicating the amount of funds requested and the projects on which the funds will be spent is required. Requests will be considered on an individual basis and will be approved by the RTC only if they do not delay implementation of other projects.

Section 11. Adoption of Guidelines

- A. Measure D guidelines are adopted by the RTC on an as-needed basis. Changes to Guidelines will be brought through the RTC's Interagency Technical Advisory Committee for review and comment, as well as any other RTC committees as necessary, before changes are adopted by the RTC Commission.

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Attachment A

ATTACHMENT A: 5-YEAR PROGRAM OF PROJECTS CONTENT

All recipient agencies that use Measure D “Neighborhood Projects” and “Transportation for Seniors and People with Disabilities” direct allocation funds must receive approval of a 5-year program of projects, in accordance with the requirements of this Attachment A, from their governing board prior to the jurisdiction expending Measure D funding on any project/program. This approval allows the opportunity for the public to provide input on planning for local streets and roads and transit projects and programs.

Contents of 5-year Program of Projects, which must be adopted by the jurisdiction’s governing board, following a public hearing (which may be done as part of agency’s overall budget or Capital Improvement Program adoption):

- 1) **5-year Project List:** List of projects on which to specifically spend Measure D funds. All projects must be consistent with the Measure D Ordinance/Expenditure Plan and Implementation Guidelines. They should be focused on addressing the promises made to voters.
 - a. **Grouped Project List:** List in spreadsheet how you anticipate using Measure D allocations.

Name/ Road/ limits	Description, complete streets components	Total Measure D	\$\$\$ of Measure D to be used each year					Other funds	Total Cost	Project schedule
			FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22			

- b. **Major Projects** – In addition to including in one row of grouped list, include following basic info on each major project/program (*Next page includes sample template for this information or project sponsors can use their own template/fact sheet that includes this information.*)
 - i. Project name
 - ii. Description: Brief description of work to be done and project location
 - iii. Project benefits/purpose
 - iv. Complete Streets consistency
 - v. Cost/Funding: cost by phase, and other funds (secured or anticipated) - local, grants using by Measure D funds to leverage, etc.
 - vi. Schedule – timing of environmental review, design, right-of-way, and construction
- 2) **Future Funds** (*if applicable*): General description of anticipated use of Measure D funds through 2047 if known (e.g. priority future projects, if there is a large project you may be saving funds up for, or general ongoing roadway rehab, paratransit service, Active Transportation Plan implementation)
- 3) **Public Process:** Describe public input process used to develop your 5-year plan and individual projects; public process must include at least one public hearing and approval of recipient’s governing board. In the case of CTSA, the 5-Year Program of Projects must be reviewed by the RTC’s Elderly and Disabled Transportation Advisory Committee (E&D TAC) and approved by the RTC, following a public hearing at an RTC board meeting. Also explain how were these projects were prioritized – e.g. evaluation criteria used.
- 4) **Maintenance of effort:** Attach documentation of other revenues spent in past 3 years on transportation and amount budgeted in current/upcoming fiscal year. Provide justification of any reduction in local funds designated for operations and/or projects.

Text from Measure D Ordinance related to 5-year Program of Projects – Section 32.A.1): Each agency receiving Measure Revenue shall annually adopt, after holding a public hearing, an annual report which includes 1)a five-year program of projects including information about each of the projects to be funded with Measure Revenues allocated according to the Expenditure Plan. Local and regional agencies shall submit their program of projects to the Authority in a format that can be easily understood by members of the public.

Attachment A

MEASURE D: MAJOR PROJECT INVESTMENTS

Category: (list one-Neighborhood Projects, Highway Corridors, Transportation for People with Disabilities, Active Transportation/MBSST. Rail Corridor)

PROJECT NAME/TITLE

Implementing Agency:

Agency name

Description/Scope:

Brief description of work to be done and project location (plus graphics, photos, etc if available/appropriate)

Project Location/Limits:

Describe project location, include map if appropriate

Project Purpose/Need/Benefits:

Description of benefits, reasons for project. Help the public understand what they are getting from the Measure D funding for your project/program. Include 5 main bullet points that are easy to understand, remember, repeat, etc. It can also include more detail in paragraph form.

Complete Streets consistency:

Description of complete streets components of project; ensure consistency with [Complete Streets Guidebook](#) (see: check list too - <https://www.sccrtc.org/wp-content/uploads/2013/08/ChecklistFinal.pdf>)

If applicable:

Miles of New Bike Lanes/trails:

Miles of New Pedestrian Walkways/sidewalks:

Cost/Funding/Schedule Information:

Cost by phase, and other funds (secured or anticipated) - local, grants using by Measure D funds to leverage, etc. UPDATE with what makes sense for your project. This is a SAMPLE.

	Cost by phase				
	Environmental (PA/ED)	Design (PS&E)	Right-of-Way (ROW)	Construction	Other
Timing of work (start/end month/yr)					
Measure D					
List Other Sources (as applicable)					
HUTA					
Grant x					
METRO sales tax					
Developer Fee					
TBD-additional need					
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -

Public Outreach

List public outreach that has been done or will be done for project. (e.g. past plans, committee review, public hearings, etc.)

Project Contact: Project Manager Name/contact info/project website info (if applicable)

Attachment A

ATTACHMENT B **PERFORMANCE MEASURES**

Direct Allocation recipients are to document the performance and benefits of the projects and programs funded with Measure D funds. The following performance measures are a selection of performance standards to be documented by the recipients, as applicable. Additional or alternate performance measures may be requested by the RTC or recipients.

Performance reporting will be done via the annual report, as well as the audit process and various planning activities, as applicable. Performance will be evaluated periodically through the aforementioned evaluation reports to determine the effectiveness of investments and to inform future investment decisions. Note: The *Measure D Guidelines for Direct Allocations* may contain additional listing of performance measures by program type.

NEIGHBORHOOD PROJECTS PROGRAM (Local Streets and Roads - LSR) **PERFORMANCE MEASURES**

Performance Measure	Performance Metric and Standard	Corrective Action
Pavement State of Repair	Track city/countywide Pavement Condition Index (PCI), which rates the “surface condition” of local streets from 1 to 100, at least every three years.	Any agency with a falling PCI must provide an explanation. If the PCI drops, specify what funding amounts, policies, or other needs are required to enable increasing the PCI to 60 (fair) or above.
Complete Streets Implementation Expenditure of LSR Measure D funds on bicycle and pedestrian projects elements	<ul style="list-style-type: none"> ▪ Percent of annual Measure D LSR investment to support bicycling and walking. ▪ Number of linear feet or lane miles of bicycle facilities built or maintained (bike lanes, bike routes, multi-use pathways) ▪ Number of pedestrian projects completed (linear feet of sidewalks, number of crossing improvements/striping, quantify traffic calming items, lighting, landscaping/streetscape, number of curb/ADA ramps, linear feet of trail/pathway built or maintained) ▪ Describe how school access was improved for children bicycling and walking, which may include collision data 	Provide an explanation if less than 20% of Measure D funds are spent on bicycle and pedestrian facilities.
Capital Project and Program Investment Amount expended on capital projects and programs by phase (design, right-of-way, construction and capital support)	Investment into capital projects and programs is greater than funding program administration (outreach, staffing, administrative support)	Any agency expending less on capital investments compared to other activities must explain how capital investments will increase in the subsequent years
Leveraged Funds	Report total grants and other funding secured using Measure D as a match.	Explain if Measure D funds fully funding projects.

Attachment A

TRANSPORTATION FOR SENIORS AND PEOPLE WITH DISABILITIES PROGRAM PERFORMANCE MEASURES

Performance Measure	Performance Metric and Standard	Corrective Action
Ridership/Service Utilization <ul style="list-style-type: none"> ▪ Annual Ridership ▪ Passenger trips per revenue vehicle hour/mile 	Change in annual ridership and passenger trips per revenue vehicle hour/mile and qualitative explanation for possible reasons.	Provide information on why numbers went down.
Cost Effectiveness <ul style="list-style-type: none"> ▪ Operating Cost per Passenger ▪ Operating Cost per Revenue Vehicle Hour/Mile 	Maintain operating cost per passenger or per revenue vehicle hour/mile; percentage increase less than or equal to inflation as measured by CPI	Any agency with significant increase in costs must provide an explanation
State of Good Repair	<ul style="list-style-type: none"> ▪ Average age of bus and paratransit vehicles ▪ Number of vehicles beyond useful life 	Provide information on plan to keep bus and paratransit vehicles in state of good repair.
Service Provision <ul style="list-style-type: none"> ▪ Frequency and service span on major corridors or trunk lines ▪ Revenue hours ▪ Revenue miles ▪ Service areas 	<ul style="list-style-type: none"> ▪ 15 minute or better frequencies on major corridors or trunk lines: 10 minute or better frequencies during weekday peak periods ▪ Service span of 7 days/week, 20 hours per day ▪ Maintain or increase revenue hours/miles ▪ Number of routes ▪ Total service hours 	Any agency not meeting expected performance must provide an explanation and a description of how service provision will be met in the future.
Service Operations and Provisions Number of people served or trips provided to seniors or people with disabilities Percent of fixed route service used by seniors and people with disabilities	Track number of seniors or people with disabilities served by program. <ul style="list-style-type: none"> ▪ Service types such as ADA mandated paratransit, door-to-door service, taxi programs, accessible van service, shuttle service, group trips, travel training, meal delivery, and fixed-route transit 	Report on ridership or service data. Explain reasons for ridership reductions.
Cost Effectiveness Cost per Trip or Cost per Passenger Total Measure D program cost per one-way passenger trip divided by total trips or total passengers during period.	Maintain cost per trip or per passengers <ul style="list-style-type: none"> ▪ Service types such as ADA mandated paratransit, door-to-door service, taxi programs, accessible van service, shuttle service, group trips 	Any agency with significant increase in costs must provide an explanation
Breakdown of METRO budget for ParaCruz and fixed routes service	Maintain paratransit operating budget and service.	If other funds shifted from one program to another, provide explanation
Leveraged Funds	Report total grants and other funding secured using Measure D revenues as a match.	Explain if Measure D funds fully funding projects.

Attachment A

ATTACHMENT C

MEASURE D PROJECT SIGN GUIDELINES SUMMARY

Project Type	Measure D Funding Threshold	Display Schedule	Type of Signage
Neighborhood Projects: Capital Improvement Projects	Contribution greater than \$25,000	Prior to the construction, during construction and 1 months after the completion of construction.	2' by 3' sign for \$25k-\$999,999; 4' by 6' for greater than \$1 million
Transit/paratransit Capital	Contribution greater than \$10,000	Vehicles: Life of vehicle Transit Facilities and Amenities: Prior to the construction, during construction and 1 month after the completion of construction.	Vehicles: 18" by 18" Amenities: 2' by 3'
Transit Operations	Contribution greater than \$10,000	Funding duration	18" by 18"
Regional Capital Projects (Highway, Rail, Trail)	All projects	Prior to the construction, during construction and 3 months after the completion of construction	4' by 6' sign

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DATE: June 23, 2017
TO: Board of Directors
FROM: Angela Aitken, Interim Human Resources Manager & Finance Manager
**SUBJECT: APPROVAL OF NEW CLASSIFICATION AND WAGE SCALE FOR
MAINTENANCE SUPERINTENDENT**

I. RECOMMENDED ACTION

That the Board of Directors approve the new Maintenance Superintendent classification and wage scale for the Santa Cruz METRO Fleet Maintenance Department

II. SUMMARY

- A new classification was developed to meet the need for a Maintenance Superintendent in the Fleet and Facility Maintenance Department.
- Similar job classifications from Santa Cruz METRO's comparable agencies were used to create the new Maintenance Superintendent classification.
- This classification is included in the Management Compensation Plan.
- The Maintenance Superintendent classification was aligned with the Fixed Route Superintendent and Paratransit Superintendent pay scales to create the Maintenance Superintendent pay scale.
- The Management Classification and Total Compensation Study currently being performed will include this position in the study.

III. DISCUSSION/BACKGROUND

A new classification was developed to meet the need for a Maintenance Superintendent that will assume day-to-day responsibilities for the Fleet and Facility Maintenance Departments under direction of the Maintenance Manager.

Considerations regarding the creation of the Maintenance Superintendent classification have been taking place at Santa Cruz METRO since 2012. Operational demands continue to increase within the two departments and the creation of this position is intended to provide improvements in functionality, support, and accumulation of institutional knowledge.

The Maintenance Superintendent will perform increased monitoring, coordination, and reporting, of best practices within the Fleet and Facilities departments. The classification will be responsible for meeting compliance requirements under the laws and regulations governing public transit upkeep and repair of rolling stock, stationary equipment, and buildings.

Changes in Federal, State, and local laws now require greater oversight and reporting for various programs such as:

- Moving Ahead for Progress in the 21st Century (MAP-21),
- State of Good Repair (SGR),
- Transit Asset Management (TAM)
- Federal Transportation Administration (FTA) Triennial Requirements
- Electric Bus Program

The Maintenance Superintendent will be positioned in order to support and provide succession opportunity into the next classification of Maintenance Manager.

Similar job classifications from Santa Cruz METRO's comparable agencies were used to create the new Maintenance Superintendent classification.

The Maintenance Superintendent will become a position within the Management Compensation Plan. It will be aligned with the Fixed Route Superintendent and Paratransit Superintendent pay scales to create the Maintenance Superintendent pay scale.

The Management Classification and Total Compensation Study currently being performed will include this position.

Staff recommends that the Board of Directors approve the new Maintenance Superintendent classification and wage scale for the Santa Cruz Fleet Maintenance Department.

IV. FINANCIAL CONSIDERATIONS/IMPACT

The Maintenance Superintendent position will be an additional position added within the Fleet Maintenance Department, and would represent additional Labor and Fringe expense in the operating budget of \$155,000 in FY18.

V. ALTERNATIVES CONSIDERED

- Reject the suggested classification and provide direction to staff to develop a new class specification. Staff does not recommend this action since the class specification language was researched and developed based on developing needs of Santa Cruz METRO.
- Do nothing, - current staffing configuration to remain status quo. Staff does not recommend this option. Without the addition of this classification, supervisory personnel are not being allowed to fully focus on productivity, quality, and employee development.

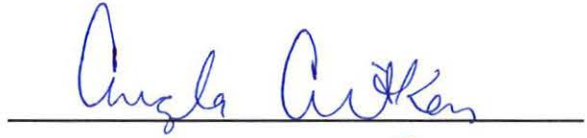
VI. ATTACHMENTS

- Attachment A:** Maintenance Superintendent Job Description
- Attachment B:** Salary Schedule Including Maintenance Superintendent
Effective June 23, 2017
- Attachment C:** Salary Schedule Including Maintenance Superintendent
Effective June 14, 2018

Prepared By: Caroline Hawkins, Provisional Assistant Human Resources
Manager
Ciro Aguirre, COO
Eddie Benson, Maintenance Manager

VII. APPROVALS:

Angela Aitken,
Interim Human Resources Manager &
Finance Manager



Alex Clifford, CEO/General Manager



Attachment A



MAINTENANCE SUPERINTENDENT

DEFINITION

Under direction of the Maintenance Manager, the Maintenance Superintendent, organizes, supervises and coordinates the activities of the bus maintenance and facilities maintenance departments.

The Maintenance Superintendent has responsibility for the daily management of bus and facility maintenance in accordance with all Federal, State, and Local requirements. In addition, the Maintenance Superintendent will be responsible for the daily overall management of facilities maintenance activities

DISTINGUISHING CHARACTERISTICS

Positions in this classification perform supervision and administrative activities on an assigned shift. The next higher class is Maintenance Manager that manages the overall activities of fleet and facility maintenance and supervises this classification.

EXAMPLES OF DUTIES

- Plans, directs, and coordinates the activities of a bus maintenance facility and the facilities department to provide efficient, effective, safe and reliable service to their immediate internal customers and the general public; coordinates bus maintenance operations with operations, and vendors; recommends, implements, and enforces policies and procedures;
- Plans, supervises, and coordinates the daily staff activities of a bus maintenance facility; develops and coordinates work schedules of supervisory and shop personnel; monitors fleet and facilities department compliance with all safety and regulatory requirements; formulates new vehicle and facilities specifications;
- Trains and evaluates fleet and facilities supervisory and shop personnel; establishes and conducts training and safety programs and ensures conformance to hazardous material and hazardous waste regulations;
- Develops, implements, and monitors contracts and service agreements with vendors, contractors and consultants;
- Evaluates bus maintenance and facilities maintenance efficiency and reliability by reviewing and analyzing daily logs, field service reports, and management information system data reports, and initiates corrective actions when required;
- Develops, and reviews plans, and ensures implementation of plans for periodic preventive maintenance and repairs; prepares and reviews maintenance schedules, ensures maintenance of related records; recommends and/or reviews reports regarding repairs and refurbishment of buses and facilities; recommends retention and replacement of revenue and non-revenue vehicles; estimates labor and materials requirements; prepares construction, renovation, and purchasing contract specification; and inspects contracted work for conformance to standards;
- Assists in the development and presentation of the departmental budget; assists in monitoring and reporting departmental budget and prepares written report;
- Develops, monitors, and manages the budget items related to bus and facilities maintenance, develops and reviews cost estimates for maintenance and repair projects and activities; reports and data

Attachment A

prepared by supervisory personnel, and District reports;

- Manages employee attendance in accordance with Santa Cruz METRO policy; approves time off and monitors attendance for supervisory personnel;
- Participates in interviews and selections of departmental personnel; conducts progressive reviews, reviews and approves disciplinary actions recommended by supervisory personnel, applies the provisions of labor agreements in accordance with Santa Cruz METRO guidelines; investigates and determines facts in attempting to resolve employee grievances; serves as hearing officer for disciplinary proceedings;
- Serves on advisory committees; functions as a liaison with public safety agencies; attends meetings as assigned; may represent maintenance manager in Santa Cruz METRO meetings; maintains good public relations;
- Investigates and evaluates the cause of accidents, damage to vehicles, industrial injuries and implements corrective actions;
- Assures that facilities are maintained in a clean and safe condition; establishes programs that will meet with reporting and implementation requirements for State of Good Repair (SGR) and Transit Asset Management (TAM) programs;
- Develops, monitors, and manages maintenance programs for Santa Cruz METRO's emergency support infrastructure; assures adherence to safety programs; may assist in special Santa Cruz METRO events, coordinate fleet participation;
- Designs, prepares and maintains Management Information System records and reporting; Prepares various reports, correspondence, KPI's, and other documents; performs short and midterm planning for department including forecasting manpower; participates in department long range planning;
- Performs supervisor backup duties as necessary;
- Performs other duties as required.

EMPLOYMENT STANDARDS

Knowledge of:

- Federal, State and local laws and regulations pertaining to transit and facilities maintenance.
- Theory, principles and practices in management of transit and facilities maintenance operations.
- Principles and practices of maintenance and facilities supervision, training, motivation, performance evaluation, and discipline.
- Cost estimating, contract administration, and project management, including preparation of requests for proposals and contract and specification preparation.
- Maintenance Management software.
- Applicable local, State and Federal codes and regulations governing transit-related construction.
- Bus and facilities maintenance processes and procedures.
- Industrial safety, safety rules, and regulations as applied to a bus maintenance and facilities maintenance.
- Typical provisions of public transit labor agreements.
- Principles of coach operations in a public transit environment.
- Theory, operations, maintenance, overhaul, repair, and troubleshooting of diesel and CNG engines, transmissions and related mechanical, ignition, electrical, hydraulic, cooling, and pneumatic systems.
- Equipment and tools used in the maintenance and repair of large vehicles.
- Principles and practices of budget planning, organization, and administration.
- Principles of quality assurance including preventive maintenance.

Ability to:

- Plan, supervise, and coordinate the activities of a bus and facilities maintenance department.

Attachment A

- Supervise, train, evaluate, motivate, counsel, and discipline staff in a labor union environment.
- Prepare and control a budget.
- Effectively utilize all available resources.
- Make accurate cost estimates, and review estimates of subordinate supervisors.
- Read, interpret plans, specifications, laws, ordinances, and codes applicable to bus maintenance and repair of transit facilities, office building related equipment.
- Effectively utilize management information reports.
- Work independently.
- Respond to emergency situations seven days per week, 24 hours per day.
- Communicate effectively both orally and in writing.
- Establish cooperative relationships with those contacted in the course of work including promoting good community relations.
- Analyze and evaluate problems and issues affecting bus and facilities maintenance and recommend or implement effective solutions.
- Ensure compliance with Santa Cruz METRO policies and procedures regarding equal employment opportunity, discrimination, and harassment prevention.
- Keep clear and accurate records.

TRAINING AND EXPERIENCE

Experience with demonstrates substantial knowledge or possession of the required knowledge and abilities within bus and facilities maintenance. The knowledge and abilities would typically be obtained through training, experience and education equivalent to graduation from a four-year college with a degree in technical, engineering, administrative, or related field; and a minimum of four (4) years of supervisory experience in a public transportation maintenance environment. Additional related experience may be substituted for college on a year-for-year basis

COMPUTER SKILLS

Knowledge of basic office equipment and personal computers. Familiarity with software programs such as Microsoft Office Suite, to include Word, Excel, etc.

PHYSICAL REQUIREMENTS

While performing the duties of this job, the employee is frequently required to sit, talk or hear, both in person and by telephone, use hands to finger, handle or feel objects or controls, key and use a computer mouse. The employee is occasionally required to bend and twist at the neck, reach with hands and arms, and stand. Occasional overhead reaching and lifting up to 40 pounds is required. Visual abilities required include close vision, distance vision, and the ability to adjust focus. Must maintain the physical condition necessary to (1) perform tasks in an office setting operating a personal computer, keyboards, and other peripheral equipment; and (2) possess physical mobility in order to move around a large maintenance facility.

SPECIAL REQUIREMENTS

Must be able to work extended hours as needed, often outside regular business hours as required by management and the demands of the job. Possession of a valid California Class B driver's license and a safe driving record. Must pass requisite background check.

FLSA Status

Exempt

Union

N/A

Confidential or Non-Confidential Position

Confidential

Established 6/17

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MANAGEMENT HOURLY RATES SCHEDULE

Effective 06/15/17 (FY18)
 Revised as of 01/22/2016 for District Counsel
 Revised as of 09/01/2016 for Human Resources Manager
 Revised as of 10/28/2016 for Assistant Finance Manager
 Revised as of 06/23/2017 for Maintenance Superintendent (new position)

Title	Step 1	Step 1 LL	Step 2	Step 2 L	Step 2 LL	Step 3	Step 3 L	Step 3 LL	Step 4	Step 4 L	Step 4 LL	Step 5	Step 5 L	Step 5 LL	Step 6	Step 6 L	Step 6 LL
CEO/General Manager	86.23	90.54	94.85	90.54	95.07	99.60	99.81	104.56	99.82	104.81	109.80	104.81	110.05	115.29	110.06	115.56	121.06
District Counsel*	78.64	82.57	86.50	82.57	86.70	90.83	91.04	95.38	91.03	95.58	100.13	95.58	100.36	105.14	100.37	105.39	110.41
Chief Operations Officer	57.46	60.33	63.20	60.33	63.35	66.37	66.52	69.69	66.52	69.85	73.18	69.85	73.34	76.83	73.35	77.02	80.69
Operations Manager	52.23	54.84	57.45	54.85	57.59	60.33	60.48	63.36	60.48	63.50	66.52	63.51	66.69	69.87	66.68	70.01	73.34
Maintenance Manager	52.23	54.84	57.45	54.85	57.59	60.33	60.48	63.36	60.48	63.50	66.52	63.51	66.69	69.87	66.68	70.01	73.34
Finance Manager	52.23	54.84	57.45	54.85	57.59	60.33	60.48	63.36	60.48	63.50	66.52	63.51	66.69	69.87	66.68	70.01	73.34
Planning and Development Manager	52.23	54.84	57.45	54.85	57.59	60.33	60.48	63.36	60.48	63.50	66.52	63.51	66.69	69.87	66.68	70.01	73.34
Human Resources Manager	52.23	54.84	57.45	54.85	57.59	60.33	60.48	63.36	60.48	63.50	66.52	63.51	66.69	69.87	66.68	70.01	73.34
Information Technology Manager	47.05	49.40	51.75	49.40	51.87	54.34	54.47	57.06	54.48	57.20	59.92	57.19	60.05	62.91	60.05	63.05	66.05
Marketing, Communications and Customer Service Manager	47.05	49.40	51.75	49.40	51.87	54.34	54.47	57.06	54.48	57.20	59.92	57.19	60.05	62.91	60.05	63.05	66.05
Purchasing Manager	47.05	49.40	51.75	49.40	51.87	54.34	54.47	57.06	54.48	57.20	59.92	57.19	60.05	62.91	60.05	63.05	66.05
Senior Database Administrator	42.06	44.16	46.26	44.18	46.39	48.60	48.70	51.02	48.71	51.15	53.59	51.12	53.68	56.24	53.68	56.36	59.04
Asst. Manager of Information Technology	42.06	44.16	46.26	44.18	46.39	48.60	48.70	51.02	48.71	51.15	53.59	51.12	53.68	56.24	53.68	56.36	59.04
Assistant Finance Manager	45.44	47.71	49.98	47.72	50.11	52.50	52.61	55.12	52.61	55.24	57.87	55.24	58.00	60.76	58.01	60.91	63.81
Assistant HR Manager	39.31	41.28	43.25	41.27	43.33	45.39	45.50	47.67	45.49	47.76	50.03	47.78	50.17	52.56	50.16	52.67	55.18
Fixed Route Superintendent	39.31	41.28	43.25	41.27	43.33	45.39	45.50	47.67	45.49	47.76	50.03	47.78	50.17	52.56	50.16	52.67	55.18
Paratransit Superintendent	39.31	41.28	43.25	41.27	43.33	45.39	45.50	47.67	45.49	47.76	50.03	47.78	50.17	52.56	50.16	52.67	55.18
Project Manager	39.31	41.28	43.25	41.27	43.33	45.39	45.50	47.67	45.49	47.76	50.03	47.78	50.17	52.56	50.16	52.67	55.18
Maintenance Superintendent	39.31	41.28	43.25	41.27	43.33	45.39	45.50	47.67	45.49	47.76	50.03	47.78	50.17	52.56	50.16	52.67	55.18
Facilities Maintenance Manager	38.20	40.11	42.02	40.12	42.13	44.14	44.23	46.34	44.22	46.43	48.64	46.44	48.76	51.08	48.76	51.20	53.64
Database Administrator	36.33	38.15	39.97	38.16	40.07	41.98	42.07	44.07	42.06	44.16	46.26	44.18	46.39	48.60	46.38	48.70	51.02
Safety, Security and Risk Manager	36.33	38.15	39.97	38.16	40.07	41.98	42.07	44.07	42.06	44.16	46.26	44.18	46.39	48.60	46.38	48.70	51.02
Assistant Superintendent	32.84	34.48	36.12	34.49	36.21	37.93	38.02	39.83	38.03	39.93	41.83	39.92	41.92	43.92	41.92	44.02	46.12
Executive Assistant	30.77	32.31	33.85	32.31	33.93	35.55	35.63	37.33	35.62	37.40	39.18	37.41	39.28	41.15	39.29	41.25	43.21

L = 10 Years Longevity (5%); LL = 15 Years Longevity (5%+5%)

 * See Contract

MANAGEMENT YEARLY SALARY SCHEDULE

Effective 06/15/17 (FY18)
 Revised as of 01/22/2016 for District Counsel
 Revised as of 09/01/2016 for Human Resources Manager
 Revised as of 10/28/2016 for Assistant Finance Manager
 Revised as of 06/23/2017 for Maintenance Superintendent (new position)

Title	Step 1	Step 1.L	Step 1.LL	Step 2	Step 2.L	Step 2.LL	Step 3	Step 3.L	Step 3.LL	Step 4	Step 4.L	Step 4.LL	Step 5	Step 5.L	Step 5.LL	Step 6	Step 6.L	Step 6.LL
CEO/General Manager	179,358	188,323	197,288	188,323	197,746	207,168	197,725	207,605	217,485	207,626	218,005	228,384	218,005	228,904	239,803	228,925	240,385	251,805
District Counsel*	163,571	171,746	179,920	171,746	180,336	188,926	180,336	189,363	198,390	189,342	198,806	208,270	198,806	208,749	218,691	208,770	219,211	229,653
Chief Operations Officer	119,517	125,486	131,456	125,486	131,788	138,050	131,788	138,362	144,955	138,362	145,288	152,214	145,288	152,547	159,806	152,568	160,202	167,835
Operations Manager	108,638	114,067	119,496	114,068	119,787	125,486	119,808	125,798	131,789	125,798	132,080	138,362	132,101	138,715	145,330	138,694	145,621	152,547
Maintenance Manager	108,638	114,067	119,496	114,088	119,787	125,486	119,808	125,798	131,789	125,798	132,080	138,362	132,101	138,715	145,330	138,694	145,621	152,547
Finance Manager	108,638	114,067	119,496	114,088	119,787	125,486	119,808	125,798	131,789	125,798	132,080	138,362	132,101	138,715	145,330	138,694	145,621	152,547
Planning and Development Manager	108,638	114,067	119,496	114,088	119,787	125,486	119,808	125,798	131,789	125,798	132,080	138,362	132,101	138,715	145,330	138,694	145,621	152,547
Human Resources Manager	108,638	114,067	119,496	114,088	119,787	125,486	119,808	125,798	131,789	125,798	132,080	138,362	132,101	138,715	145,330	138,694	145,621	152,547
Information Technology Manager	97,864	102,752	107,640	102,752	107,890	113,027	107,910	113,298	118,685	113,318	118,976	124,634	118,955	124,904	130,853	124,904	131,144	137,384
Marketing, Communications and Customer Service Manager	97,864	102,752	107,640	102,752	107,890	113,027	107,910	113,298	118,685	113,318	118,976	124,634	118,955	124,904	130,853	124,904	131,144	137,384
Purchasing Manager	97,864	102,752	107,640	102,752	107,890	113,027	107,910	113,298	118,685	113,318	118,976	124,634	118,955	124,904	130,853	124,904	131,144	137,384
Senior Database Administrator	87,485	91,853	96,221	91,894	96,491	101,088	96,470	101,296	106,122	101,317	106,392	111,467	106,330	111,654	116,879	111,654	117,229	122,803
Asst. Manager of Information Technology	87,485	91,853	96,221	91,894	96,491	101,088	96,470	101,296	106,122	101,317	106,392	111,467	106,330	111,654	116,879	111,654	117,229	122,803
Assistant Finance Manager	94,515	99,237	103,958	99,258	104,229	109,200	104,208	109,429	114,650	109,429	114,899	120,370	114,899	120,640	126,381	120,661	126,693	132,725
Assistant HR Manager	81,765	85,862	89,960	85,842	90,126	94,411	90,126	94,640	99,154	94,619	99,341	104,062	99,382	104,354	109,325	104,333	109,554	114,774
Fixed Route Superintendent	81,765	85,862	89,960	85,842	90,126	94,411	90,126	94,640	99,154	94,619	99,341	104,062	99,382	104,354	109,325	104,333	109,554	114,774
Paratransit Superintendent	81,765	85,862	89,960	85,842	90,126	94,411	90,126	94,640	99,154	94,619	99,341	104,062	99,382	104,354	109,325	104,333	109,554	114,774
Project Manager	81,765	85,862	89,960	85,842	90,126	94,411	90,126	94,640	99,154	94,619	99,341	104,062	99,382	104,354	109,325	104,333	109,554	114,774
Maintenance Superintendent	81,765	85,862	89,960	85,842	90,126	94,411	90,126	94,640	99,154	94,619	99,341	104,062	99,382	104,354	109,325	104,333	109,554	114,774
Facilities Maintenance Manager	79,456	83,429	87,402	83,450	87,630	91,811	87,610	91,998	96,387	91,978	96,574	101,171	96,595	101,421	106,246	101,421	106,496	111,571
Database Administrator	75,566	79,352	83,138	79,373	83,346	87,318	83,346	87,506	91,666	87,485	91,853	96,221	91,894	96,491	101,088	96,470	101,296	106,122
Safety, Security and Risk Manager	75,566	79,352	83,138	79,373	83,346	87,318	83,346	87,506	91,666	87,485	91,853	96,221	91,894	96,491	101,088	96,470	101,296	106,122
Assistant Superintendent	68,307	71,718	75,130	71,739	75,317	78,894	75,317	79,082	82,846	79,102	83,054	87,006	83,034	87,194	91,354	87,194	91,562	95,930
Executive Assistant	64,002	67,205	70,408	67,205	70,574	73,944	70,574	74,110	77,646	74,090	77,792	81,494	77,813	81,702	85,592	81,723	85,800	89,877

* See Contract

MANAGEMENT
MONTHLY SALARY SCHEDULE

Effective 06/15/17 (FY18)
Revised as of 01/22/2016 for District Counsel
Revised as of 09/01/2016 for Human Resources Manager
Revised as of 10/28/2016 for Assistant Finance Manager
Revised as of 06/23/2017 for Maintenance Superintendent (new position)

Title	Step 1	Step 1.LL	Step 1.LL	Step 2	Step 2.LL	Step 2.LL	Step 3	Step 3.LL	Step 3.LL	Step 4	Step 4.LL	Step 4.LL	Step 5	Step 5.LL	Step 5.LL	Step 6	Step 6.LL	Step 6.LL
CEO/General Manager	14,947	15,694	16,441	15,694	16,479	17,264	16,477	17,300	18,124	17,302	18,167	19,032	18,167	19,075	19,984	19,077	20,030	20,984
District Counsel*	13,631	14,312	14,993	14,312	15,028	15,744	15,028	15,780	16,533	15,779	16,567	17,356	15,779	17,396	18,224	17,398	18,268	19,138
Chief Operations Officer	9,960	10,457	10,955	10,457	10,981	11,504	10,981	11,530	12,080	11,530	12,107	12,685	12,107	12,712	13,317	12,714	13,350	13,986
Operations Manager	9,053	9,506	9,958	9,507	9,982	10,457	9,984	10,483	10,982	10,483	11,007	11,530	11,008	11,560	12,111	11,558	12,135	12,712
Maintenance Manager	9,053	9,506	9,958	9,507	9,982	10,457	9,984	10,483	10,982	10,483	11,007	11,530	11,008	11,560	12,111	11,558	12,135	12,712
Finance Manager	9,053	9,506	9,958	9,507	9,982	10,457	9,984	10,483	10,982	10,483	11,007	11,530	11,008	11,560	12,111	11,558	12,135	12,712
Planning and Development Manager	9,053	9,506	9,958	9,507	9,982	10,457	9,984	10,483	10,982	10,483	11,007	11,530	11,008	11,560	12,111	11,558	12,135	12,712
Human Resources Manager	9,053	9,506	9,958	9,507	9,982	10,457	9,984	10,483	10,982	10,483	11,007	11,530	11,008	11,560	12,111	11,558	12,135	12,712
Information Technology Manager	8,155	8,563	8,970	8,563	8,991	9,419	8,993	9,442	9,890	9,443	9,915	10,386	9,443	10,409	10,904	10,409	10,929	11,449
Marketing, Communications and Customer Service Manager	8,155	8,563	8,970	8,563	8,991	9,419	8,993	9,442	9,890	9,443	9,915	10,386	9,443	10,409	10,904	10,409	10,929	11,449
Purchasing Manager	8,155	8,563	8,970	8,563	8,991	9,419	8,993	9,442	9,890	9,443	9,915	10,386	9,443	10,409	10,904	10,409	10,929	11,449
Senior Database Administrator	7,290	7,654	8,018	7,658	8,041	8,424	8,039	8,441	8,844	8,443	8,866	9,289	8,443	9,305	9,748	9,305	9,769	10,294
Asst. Manager of Information Technology	7,290	7,654	8,018	7,658	8,041	8,424	8,039	8,441	8,844	8,443	8,866	9,289	8,443	9,305	9,748	9,305	9,769	10,294
Assistant Finance Manager	7,876	8,270	8,663	8,272	8,686	9,100	8,684	9,119	9,554	9,119	9,575	10,031	9,119	10,053	10,532	10,055	10,558	11,060
Assistant HR Manager	6,814	7,155	7,497	7,154	7,511	7,868	7,511	7,887	8,263	7,885	8,278	8,672	7,885	8,696	9,110	8,694	9,130	9,565
Fixed Route Superintendent	6,814	7,155	7,497	7,154	7,511	7,868	7,511	7,887	8,263	7,885	8,278	8,672	7,885	8,696	9,110	8,694	9,130	9,565
Paratransit Superintendent	6,814	7,155	7,497	7,154	7,511	7,868	7,511	7,887	8,263	7,885	8,278	8,672	7,885	8,696	9,110	8,694	9,130	9,565
Project Manager	6,814	7,155	7,497	7,154	7,511	7,868	7,511	7,887	8,263	7,885	8,278	8,672	7,885	8,696	9,110	8,694	9,130	9,565
Maintenance Superintendent	6,814	7,155	7,497	7,154	7,511	7,868	7,511	7,887	8,263	7,885	8,278	8,672	7,885	8,696	9,110	8,694	9,130	9,565
Facilities Maintenance Manager	6,621	6,952	7,284	6,954	7,303	7,651	7,301	7,667	8,032	7,665	8,048	8,431	8,050	8,452	8,854	8,452	8,875	9,298
Database Administrator	6,297	6,613	6,928	6,614	6,946	7,277	6,946	7,292	7,639	7,290	7,654	8,018	7,658	8,041	8,424	8,039	8,441	8,844
Safety, Security and Risk Manager	6,297	6,613	6,928	6,614	6,946	7,277	6,946	7,292	7,639	7,290	7,654	8,018	7,658	8,041	8,424	8,039	8,441	8,844
Assistant Superintendent	5,692	5,977	6,261	5,978	6,276	6,575	6,276	6,590	6,904	6,592	6,921	7,251	6,920	7,266	7,613	7,266	7,630	7,994
Executive Assistant	5,334	5,600	5,867	5,600	5,881	6,162	5,881	6,176	6,471	6,174	6,483	6,791	6,484	6,809	7,133	6,810	7,150	7,490

* See Contract

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MANAGEMENT HOURLY RATES SCHEDULE

Effective 06/14/18 (FY19)
 Revised as of 01/22/2016 for District Counsel
 Revised as of 09/01/2016 for Human Resources Manager
 Revised as of 10/28/2016 for Assistant Finance Manager
 Revised as of 06/23/2017 for Maintenance Superintendent (new position)

Title	Step 1	Step 1 LL	Step 2	Step 2 LL	Step 3	Step 3 LL	Step 4	Step 4 LL	Step 5	Step 5 LL	Step 6	Step 6 LL	
CEO/General Manager	86.23	90.54	94.85	99.60	95.06	99.81	99.82	104.81	104.81	110.05	110.06	115.56	121.06
District Counsel*	78.64	82.57	86.50	90.83	86.70	91.04	91.03	95.58	95.58	100.36	100.37	105.39	110.41
Chief Operations Officer	57.46	60.33	63.20	66.37	63.35	66.52	66.52	69.85	69.85	73.34	73.35	77.02	80.69
Operations Manager	52.23	54.84	57.45	60.33	57.60	60.48	60.48	63.50	63.51	66.69	66.68	70.01	73.34
Maintenance Manager	52.23	54.84	57.45	60.33	57.60	60.48	60.48	63.50	63.51	66.69	66.68	70.01	73.34
Finance Manager	52.23	54.84	57.45	60.33	57.60	60.48	60.48	63.50	63.51	66.69	66.68	70.01	73.34
Planning and Development Manager	52.23	54.84	57.45	60.33	57.60	60.48	60.48	63.50	63.51	66.69	66.68	70.01	73.34
Human Resources Manager	52.23	54.84	57.45	60.33	57.60	60.48	60.48	63.50	63.51	66.69	66.68	70.01	73.34
Information Technology Manager	47.05	49.40	51.75	54.34	51.88	54.47	54.48	57.20	57.19	60.05	60.05	63.05	66.05
Marketing, Communications and Customer Service Manager	47.05	49.40	51.75	54.34	51.88	54.47	54.48	57.20	57.19	60.05	60.05	63.05	66.05
Purchasing Manager	47.05	49.40	51.75	54.34	51.88	54.47	54.48	57.20	57.19	60.05	60.05	63.05	66.05
Senior Database Administrator	42.06	44.16	46.26	48.60	46.38	48.70	48.71	51.15	51.12	53.68	53.68	56.36	59.04
Asst. Manager of Information Technology	42.06	44.16	46.26	48.60	46.38	48.70	48.71	51.15	51.12	53.68	53.68	56.36	59.04
Assistant Finance Manager	45.44	47.71	49.98	52.50	50.10	52.61	52.61	55.24	55.24	58.00	58.01	60.91	63.81
Assistant HR Manager	39.31	41.28	43.25	45.39	43.33	45.50	45.49	47.76	47.78	50.03	50.16	52.67	55.18
Fixed Route Superintendent	39.31	41.28	43.25	45.39	43.33	45.50	45.49	47.76	47.78	50.03	50.16	52.67	55.18
Paratransit Superintendent	39.31	41.28	43.25	45.39	43.33	45.50	45.49	47.76	47.78	50.03	50.16	52.67	55.18
Project Manager	39.31	41.28	43.25	45.39	43.33	45.50	45.49	47.76	47.78	50.03	50.16	52.67	55.18
Maintenance Superintendent	39.31	41.28	43.25	45.39	43.33	45.50	45.49	47.76	47.78	50.03	50.16	52.67	55.18
Facilities Maintenance Manager	38.20	40.11	42.02	44.14	42.12	44.23	44.22	46.43	46.44	48.76	48.76	51.20	53.64
Database Administrator	36.33	38.15	39.97	41.98	40.07	42.07	42.06	44.16	44.18	46.39	46.38	48.70	51.02
Safety, Security and Risk Manager	36.33	38.15	39.97	41.98	40.07	42.07	42.06	44.16	44.18	46.39	46.38	48.70	51.02
Assistant Superintendent	32.84	34.48	36.12	37.93	36.21	38.02	38.03	39.93	39.92	41.92	41.92	44.02	46.12
Executive Assistant	30.77	32.31	33.85	35.55	33.93	35.63	35.62	37.40	37.41	39.28	39.29	41.25	43.21

L = 10 Years Longevity (5%); LL = 15 Years Longevity (5%+5%)

 * See Contract

Attachment C

MANAGEMENT YEARLY SALARY SCHEDULE

Effective 06/14/18 (FY19)
 Revised as of 01/22/2016 for District Counsel
 Revised as of 09/01/2016 for Human Resources Manager
 Revised as of 10/28/2016 for Assistant Finance Manager
 Revised as of 06/23/2017 for Maintenance Superintendent (new position)

Title	Step 1.L	Step 1.U	Step 2.L	Step 2.U	Step 3.L	Step 3.U	Step 4.L	Step 4.U	Step 5.L	Step 5.U	Step 6.L	Step 6.U
CEO/General Manager	179,358	188,323	197,288	188,323	197,288	207,168	207,168	218,005	218,005	228,804	228,804	239,803
District Counsel*	163,571	171,746	179,920	171,746	180,336	188,926	189,363	189,806	198,806	208,749	208,770	219,211
Chief Operations Officer	119,517	125,486	131,456	125,486	131,768	138,050	138,362	145,288	145,288	152,547	152,568	160,202
Operations Manager	108,638	114,067	119,496	114,068	119,808	125,486	125,798	132,080	132,101	138,715	138,694	145,621
Maintenance Manager	108,638	114,067	119,496	114,088	119,808	125,486	125,798	132,080	132,101	138,715	138,694	145,621
Finance Manager	108,638	114,067	119,496	114,088	119,808	125,486	125,798	132,080	132,101	138,715	138,694	145,621
Planning and Development Manager	108,638	114,067	119,496	114,088	119,808	125,486	125,798	132,080	132,101	138,715	138,694	145,621
Human Resources Manager	108,638	114,067	119,496	114,088	119,808	125,486	125,798	132,080	132,101	138,715	138,694	145,621
Information Technology Manager	97,864	102,752	107,640	102,752	107,910	113,027	113,318	118,976	118,955	124,904	124,904	131,144
Marketing, Communications and Customer Service Manager	97,864	102,752	107,640	102,752	107,910	113,027	113,318	118,976	118,955	124,904	124,904	131,144
Purchasing Manager	97,864	102,752	107,640	102,752	107,910	113,027	113,318	118,976	118,955	124,904	124,904	131,144
Senior Database Administrator	87,485	91,853	96,221	91,894	96,470	101,088	101,317	106,392	106,330	111,654	111,654	117,229
Asst. Manager of Information Technology	87,485	91,853	96,221	91,894	96,470	101,088	101,317	106,392	106,330	111,654	111,654	117,229
Assistant Finance Manager	94,515	99,237	103,958	99,258	104,208	109,429	109,429	114,899	114,899	120,640	120,661	126,893
Assistant HR Manager	81,765	85,862	89,960	85,842	90,126	94,411	94,619	99,341	99,382	104,354	104,333	109,554
Fixed Route Superintendent	81,765	85,862	89,960	85,842	90,126	94,411	94,619	99,341	99,382	104,354	104,333	109,554
Paratransit Superintendent	81,765	85,862	89,960	85,842	90,126	94,411	94,619	99,341	99,382	104,354	104,333	109,554
Project Manager	81,765	85,862	89,960	85,842	90,126	94,411	94,619	99,341	99,382	104,354	104,333	109,554
Maintenance Superintendent	81,765	85,862	89,960	85,842	90,126	94,411	94,619	99,341	99,382	104,354	104,333	109,554
Facilities Maintenance Manager	79,456	83,429	87,402	83,450	87,610	91,998	91,978	96,574	96,595	101,421	101,421	106,496
Database Administrator	75,566	79,352	83,138	79,373	83,346	87,318	87,485	91,853	91,894	96,491	96,470	101,296
Safety, Security and Risk Manager	75,566	79,352	83,138	79,373	83,346	87,318	87,485	91,853	91,894	96,491	96,470	101,296
Assistant Superintendent	68,307	71,718	75,130	71,739	75,317	78,894	79,102	83,054	83,034	87,194	87,194	91,562
Executive Assistant	64,002	67,205	70,408	67,205	70,574	73,944	74,090	77,792	77,813	81,702	81,723	85,800

 * See Contract

MANAGEMENT
MONTHLY SALARY SCHEDULE

Effective 06/14/18 (FY19)
Revised as of 01/22/2016 for District Counsel
Revised as of 09/01/2016 for Human Resources Manager
Revised as of 10/28/2016 for Assistant Finance Manager
Revised as of 06/23/2017 for Maintenance Superintendent (new position)

Title	Step.1	Step.1.LL	Step.1.LL	Step.2	Step.2.LL	Step.2.LL	Step.3	Step.3.LL	Step.3.LL	Step.4	Step.4.LL	Step.4.LL	Step.5	Step.5.LL	Step.5.LL	Step.6.LL	Step.6.LL
CEO/General Manager	14,947	15,694	16,441	15,694	16,479	17,264	16,477	17,300	18,124	17,302	18,167	19,032	18,167	19,075	19,984	20,030	20,984
District Counsel*	13,631	14,312	14,993	14,312	15,028	15,744	15,028	15,780	16,533	15,779	16,567	17,356	16,567	17,396	18,224	18,268	19,138
Chief Operations Officer	9,960	10,457	10,955	10,457	10,981	11,504	10,981	11,530	12,080	11,530	12,107	12,685	12,107	12,712	13,317	13,350	13,986
Operations Manager	9,053	9,506	9,958	9,507	9,982	10,457	9,984	10,483	10,982	10,483	11,007	11,530	11,008	11,560	12,111	12,135	12,712
Maintenance Manager	9,053	9,506	9,958	9,507	9,982	10,457	9,984	10,483	10,982	10,483	11,007	11,530	11,008	11,560	12,111	12,135	12,712
Finance Manager	9,053	9,506	9,958	9,507	9,982	10,457	9,984	10,483	10,982	10,483	11,007	11,530	11,008	11,560	12,111	12,135	12,712
Planning and Development Manager	9,053	9,506	9,958	9,507	9,982	10,457	9,984	10,483	10,982	10,483	11,007	11,530	11,008	11,560	12,111	12,135	12,712
Human Resources Manager	9,053	9,506	9,958	9,507	9,982	10,457	9,984	10,483	10,982	10,483	11,007	11,530	11,008	11,560	12,111	12,135	12,712
Information Technology Manager	8,155	8,563	8,970	8,563	8,991	9,419	8,993	9,442	9,890	9,443	9,915	10,386	9,913	10,409	10,904	10,929	11,449
Marketing, Communications and Customer Service Manager	8,155	8,563	8,970	8,563	8,991	9,419	8,993	9,442	9,890	9,443	9,915	10,386	9,913	10,409	10,904	10,929	11,449
Purchasing Manager	8,155	8,563	8,970	8,563	8,991	9,419	8,993	9,442	9,890	9,443	9,915	10,386	9,913	10,409	10,904	10,929	11,449
Senior Database Administrator	7,290	7,654	8,018	7,658	8,041	8,424	8,039	8,441	8,844	8,443	8,866	9,289	8,861	9,305	9,748	9,769	10,294
Asst. Manager of Information Technology	7,290	7,654	8,018	7,658	8,041	8,424	8,039	8,441	8,844	8,443	8,866	9,289	8,861	9,305	9,748	9,769	10,294
Assistant Finance Manager	7,876	8,270	8,663	8,272	8,686	9,100	8,684	9,119	9,554	9,119	9,575	10,031	9,575	10,053	10,532	10,558	11,060
Assistant HR Manager	6,814	7,155	7,497	7,154	7,511	7,868	7,511	7,887	8,263	7,885	8,278	8,672	7,885	8,282	8,696	9,130	9,565
Fixed Route Superintendent	6,814	7,155	7,497	7,154	7,511	7,868	7,511	7,887	8,263	7,885	8,278	8,672	7,885	8,282	8,696	9,130	9,565
Paratransit Superintendent	6,814	7,155	7,497	7,154	7,511	7,868	7,511	7,887	8,263	7,885	8,278	8,672	7,885	8,282	8,696	9,130	9,565
Project Manager	6,814	7,155	7,497	7,154	7,511	7,868	7,511	7,887	8,263	7,885	8,278	8,672	7,885	8,282	8,696	9,130	9,565
Maintenance Superintendent	6,814	7,155	7,497	7,154	7,511	7,868	7,511	7,887	8,263	7,885	8,278	8,672	7,885	8,282	8,696	9,130	9,565
Facilities Maintenance Manager	6,621	6,952	7,284	6,954	7,303	7,651	7,301	7,667	8,032	7,665	8,048	8,431	8,050	8,452	8,854	8,875	9,298
Database Administrator	6,297	6,613	6,928	6,614	6,946	7,277	6,946	7,292	7,639	7,290	7,654	8,018	7,658	8,041	8,424	8,441	8,844
Safety, Security and Risk Manager	6,297	6,613	6,928	6,614	6,946	7,277	6,946	7,292	7,639	7,290	7,654	8,018	7,658	8,041	8,424	8,441	8,844
Assistant Superintendent	5,692	5,977	6,261	5,978	6,276	6,575	6,276	6,590	6,904	6,592	6,921	7,251	6,920	7,266	7,613	7,630	7,994
Executive Assistant	5,334	5,600	5,867	5,600	5,881	6,162	5,881	6,176	6,471	6,174	6,483	6,791	6,484	6,809	7,133	7,150	7,490

* See Contract

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VERBAL PRESENTATION ONLY

LEADERSHIP SANTA CRUZ GRADUATES:

JOAN JEFFRIES

SHARON TOLINE

GREG WILLIS

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*Santa Cruz Metropolitan Transit District
Certificate of Training*

This certifies that

Joshua Chelise

Has successfully completed the Santa Cruz METRO
Training Program requirements for

BUS OPERATOR

Awarded on this 12th day of June, 2017




Alex Clifford, Chief Executive Officer


Anna Marie Gouveia, Fixed Route Superintendent


Ciro Aguirre, Chief Operations Officer


Sharon Toline, Safety & Training Coordinator

Santa Cruz Metropolitan Transit District
Certificate of Training

This certifies that

Norma Flores

Has successfully completed the Santa Cruz METRO
Training Program requirements for

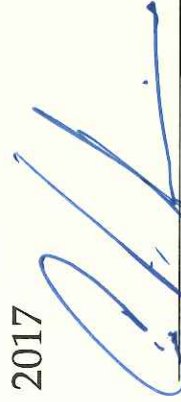
BUS OPERATOR

Awarded on this 12th day of June, 2017




Alex Clifford, Chief Executive Officer


Anna Marie Gouveia, Fixed Route Superintendent


Ciro Aguirre, Chief Operations Officer


Sharon Toline, Safety & Training Coordinator

*Santa Cruz Metropolitan Transit District
Certificate of Training*

This certifies that

César Medina

Has successfully completed the Santa Cruz METRO
Training Program requirements for

BUS OPERATOR

Awarded on this 12th day of June, 2017





Alex Clifford, Chief Executive Officer



Anna Marie Gouveia, Fixed Route Superintendent



Ciro Aguirre, Chief Operations Officer



Sharon Toline, Safety & Training Coordinator

*Santa Cruz Metropolitan Transit District
Certificate of Training*

This certifies that

Matthew Montes

Has successfully completed the Santa Cruz METRO
Training Program requirements for

BUS OPERATOR

Awarded on this 12th day of June, 2017





Alex Clifford, Chief Executive Officer



Sharon Toline, Safety & Training Coordinator



Anna Marie Gouveia, Fixed Route Superintendent

*Santa Cruz Metropolitan Transit District
Certificate of Training*

This certifies that

Vicki Trent


Has successfully completed the Santa Cruz METRO
Training Program requirements for

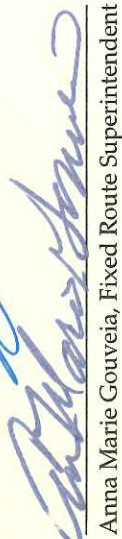
BUS OPERATOR


Awarded on this 12th day of June, 2017




Alex Clifford, Chief Executive Officer


Ciro Aguirre, Chief Operations Officer


Anna Marie Gouveia, Fixed Route Superintendent


Sharon Toline, Safety & Training Coordinator

*Santa Cruz Metropolitan Transit District
Certificate of Training*

This certifies that

José Valtierra

Has successfully completed the Santa Cruz METRO
Training Program requirements for

BUS OPERATOR

Awarded on this 12th day of June, 2017





Alex Clifford, Chief Executive Officer



Anna Marie Gouveia, Fixed Route Superintendent



Ciro Aguirre, Chief Operations Officer



Sharon Toline, Safety & Training Coordinator



DATE: June 23, 2017
TO: Board of Directors
FROM: Angela Aitken, Finance Manager
SUBJECT: ADOPTION OF THE FINAL FY18 AND FY19 BUDGET

I. RECOMMENDED ACTION

That the Board of Directors adopt a resolution approving the FY18 & FY19 Final Budget as presented in Attachments C-L

II. SUMMARY

- The FY18 and FY19 Operating Budget, and FY18 Capital Budget are presented this month for Board and public review. A public hearing has been scheduled for 9:00am, June 23, 2017 in the Santa Cruz City Council Chambers.
- The 5 – Year Budget Plan for Santa Cruz METRO is presented in Attachment B. It depicts the proposed two – year FY18 and FY19 Operating Budget and Budget Forecasts for FY20 to FY22.
- The proposed two-year FY18 and FY19 line item Operating Budget – Attachment C total \$48,077,820 and \$49,069,801, respectively. This is a Final budget, which reflects the latest data regarding revenues and expenses.
- On June 24, 2016 the Board adopted the FY17 and FY18 Final Operating Budgets. Santa Cruz METRO produces a 2-year rolling budget. This budget revises the June 2016 FY18 Budget and presents a new FY19 Operating Budget.
- A Budget Workshop with the Unions was held on May 10, 2017 to answer questions about the two-year FY18 and FY19 Operating Budget and the FY18 Capital Budget and to obtain input from our union partners.
- The Authorized and Funded Personnel lists are presented in Attachment D.
- The FY18 Capital Budget – Attachment E totals \$18,634,373.
- Board Member Travel, Employee Incentive Programs, Ongoing Activities, and Memberships (Dues & Subscriptions) budgeted in FY18 and FY19 are presented in Attachments F – I.
- The Preliminary Schedule of Reserve Balances is presented in Attachment J.

- The Unfunded Capital Projects list, as of 03-27-2017, presented in Attachment K, totals approximately \$219M over the next ten years to get Santa Cruz METRO to a State of Good Repair.
- Staff recommends that the Board of Directors adopt a resolution approving the FY18 & FY19 Final Budget as presented in Attachments C-I.

III. DISCUSSION/BACKGROUND

The Board of Directors must adopt the FY18 Final and FY19 Final Operating Budgets and FY18 Capital Budget by June 30, 2017. The FY18 and FY19 Operating Budgets and the FY18 Capital Budget are presented this month for Board and public review. A public hearing has been scheduled for 9:00 am, June 23, 2017 in the Santa Cruz City Council Chambers.

On June 24, 2016 the Board adopted the FY17 and FY18 Final Operating Budgets. Santa Cruz METRO produces a 2-year rolling budget. This budget revises the June 2016 FY18 Budget and presents a new FY19 Operating Budget.

A Budget Workshop with the Unions was held on May 10, 2017 to answer questions about the two-year FY18 and FY19 Operating Budgets and the FY18 Capital Budget and to obtain input from our union partners.

A. FY18 Operating Revenues

Operating Revenues total \$48,077,820 in FY18. Major Operating Revenue assumptions in the FY18 Budget over the June 2016 FY17 Final Budget, include:

- Passenger Fares – decrease of -24.2% or (\$890K) primarily due to decreased system-wide ridership, as a result of the service reduction implemented after September 8, 2016, as well as the decrease in bulk purchases of discount passes from Cabrillo College. The budget projection is based on actual passenger fares revenue collected in October, November, and December 2016. Revenue data collected prior to the service reduction was excluded from the forecast model. In addition, data for January and February 2017 was excluded from the forecast model due to the severe weather and staffing shortages that negatively impacted ridership.
- Special Transit Fares – decrease of -3.9% or (\$211K) due to higher budget projections for FY17, based on trends from prior years.
- Highway 17 Fares – decrease of -3.7% or (\$67K) due to decreased Highway 17 Ridership as a result of increased fares (in the fall of 2015); lower fuel prices; reduced on-time performance due to increased

congestion, as well as the service reduction implemented September 8, 2016. The budget projection is based on actual Highway 17 fares revenue collected in October, November, and December 2016. Revenue data collected prior to the service reduction was excluded from the forecast model. In addition, data for January and February 2017 was excluded from the forecast model due to the severe weather and staffing shortages that negatively impacted ridership.

- 1979 Gross Sales Tax (1/2 cent) – increase of 2.5% or \$489K. Current economic data does not support much of an increase.
- 2016 Net Sales Tax (Measure D) – increase of 100% or \$3M (new revenue source in FY18). The budget projection is based on preliminary estimates from the Santa Cruz County Regional Transportation Commission (SCCRTC). Measure D funding received by Santa Cruz METRO will be used to increase Fixed-route service, sustain ParaCruz service, maintain service reliability, and to allow for the purchase of new Fixed-route buses and ParaCruz vans. Details with background include:
 - As part of the reduced annual budget adopted in June 2016 for FY17, Santa Cruz METRO funded 4 Fixed-route Bus Operator positions using reserve funds to save some services until FY18, in hopes that Measure D would be successful. If Measure D had not been successful, these services would have been eliminated. With the passage of Measure D, these 4 Fixed-route Bus Operator positions will continue to be funded.
 - Measure D funds also provides an increase of 4 Fixed-route Bus Operators that will improve service reliability, something that has been difficult since the staffing reduction that came with the cost savings measures implemented with the FY17 budget.
 - Per action by the Santa Cruz METRO Board on May 19, 2017, an additional \$120,000 of Measure D funds will be committed to 1 additional Fixed-route Bus Operator position and associated operating costs, which will provide additional trips on key routes.
 - In addition to funding an increase in Fixed-route services, Measure D funds will also allow Santa Cruz METRO to sustain its current level of ParaCruz service which exceeds that required by the Americans with Disabilities Act (ADA). If Measure D had not been successful, the current Fixed-route and ParaCruz service levels would have also been subject to reduction.
 - This new funding from Measure D will also allow Santa Cruz METRO to purchase Fixed-route buses and ParaCruz vans, which in turn, will

increase service reliability and decrease maintenance costs. Sixty-one (61) buses of Santa Cruz METRO's 98 buses are currently in need of replacement. The full cost of replacing the 61 buses ranges from \$37-\$58 million depending on the chosen propulsion system (compressed natural gas or electric battery). Because of the significant cost of buses, transit agencies primarily acquire buses through grants which generally require local matches in the 15-20% range. Unfortunately these grants are highly competitive and significantly oversubscribed. Santa Cruz METRO will leverage the Measure D funding against these competitive grants, to acquire as many vehicles as possible, to increase service reliability and decrease maintenance costs.

- Transportation Development Act (TDA-LTF) - increase of 1.0% or \$67K in accordance with estimates from SCCRTC, released in March 2017.
- FTA Sec 5307 – Operating Assistance - decrease of -2.7% or (\$115K), as per current budget projections from the Federal Transit Administration (FTA).
- AMBAG/Misc. Grant Funding – decrease of -86.3% or (\$63K). No new grants are anticipated at this time.
- STIC – increase of 4% or \$85K due to meeting additional performance thresholds per the two UZAs (Urbanized Areas) – Watsonville and Santa Cruz. STIC funds will remain in the Operating Budget and will not be transferred to the Capital Budget due to budget constraints. Furthermore, STIC funds cannot be used to match Federal Grants.
- TDA – STA Operating (Includes SB1) – increase of 69.4% or \$1,385K, as per most recent projection from the California Transit Association (CTA). The significant increase in STA is due to the addition of SB1 – a new revenue source in FY18. SB1 will help Santa Cruz METRO sustain its current levels of fixed-route bus and Paratransit (ParaCruz) services by helping METRO avoid service reductions that might result from an anticipated structural deficit in FY2020. SB1 will also provide much needed revenues with which to leverage state and federal grants to replace an aging fleet. Today, Santa Cruz METRO needs to replace 61 fixed-route buses and eight Paratransit vehicles that are obsolete and over their life expectancy in both age and mileage. Without SB1, Santa Cruz METRO would be forced to run obsolete buses and Paratransit vehicles well beyond their life expectancy, resulting in higher maintenance costs and reduced service reliability.
- TDA – STA – Operating (Transfer to Capital Budget) – increase of 511.6% or \$1,893K, due to the increase in STA and the addition of the new SB1, as well as the inability to transfer STIC funds to the Capital Budget. In order to provide funding and stability for fixed-route buses and Paratransit

vehicles replacements, \$2.26M STA funds will be transferred to the Capital Budget each year.

- Transfer (to)/from Operations Sustainability Reserve – decrease of -235% or (\$842K) due to anticipated surplus in FY18, which will allow replenishment of some of the reserves buckets to their target levels.

B. FY18 Operating Expenses

Operating Expenses total \$48,077,820 in FY18. Major Operating Expense assumptions in the FY18 Budget over the June 2016 FY17 Budget, include:

- Personnel Expenses (Labor and Fringe Benefits) increased by 2.2% or \$864K.
- Non-Personnel Expenses increased by 6.6% or \$535K.

Personnel Expenses:

Personnel Expenses (Labor and Fringe Benefits) increase by 2.2% or \$864K primarily due to:

- Contractual items - cost of living adjustments (SEIU and Management), as well as step and longevity increases, when applicable (all bargaining units and Management).
- Increase in CalPERS retirement employer contribution from 22.17% to 23.80% in FY18, as per CalPERS actuarial information.
- Anticipated average increase of 5% in Medical Insurance Premiums (the increase is effective in January 2018).
- Increased numbers of FTEs (Full Time Equivalents) – 7 Bus Operators; 1 Maintenance Superintendent, and 1 Van Operator.
- Increased number of retirees.

Non – Personnel Expenses:

Non-Personnel Expenses increase by 6.6% or \$535K primarily due to:

- Services – increase of 14.1% or \$438K. The increase is due to Prof/Technical Fees (Pacific Station Alternatives Analysis; Labor Relations) and Legal Services and is mitigated by a decrease in Repair Rev Vehicles (Mid-Life Bus Engine Overhauls and Campaigns paid by capital funds – FTA 5339a)
- Mobile Materials & Supplies – increase of 4.6% or \$130K due to an increase in Rev Vehicle Parts (aging fleet).

- Casualty & Liability – increase of 26.8% or \$141K due to Insurance PL/PD (increased insurance premiums) and Insurance – Other (Employment Practices Liability Insurance – CalTIP is cancelling this coverage).
- Purchased Transportation – decrease by -100.0% or (\$150K); (the decrease is offset by an increase in Labor: Van Operator Overtime and an additional FTE – Van Operator).
- Miscellaneous Expenses – decrease by -13.3% or (\$41K) primarily due to Advertising – District Promotion (transferred to Services – Prof/Tech Fees).

C. FY19 Operating Revenues

Moderate increases in most Operating Revenue Sources are budgeted in FY19, such as:

- 1979 Gross Sales Tax (1/2 cent) – increase of 2.5% or \$502K.
- 2016 Net Sales Tax (Measure D) – increase of 2.5% or \$74K.
- Transportation Development Act (TDA - LTF) - increase of 2.5% or \$169K.
- FTA Sec 5307 – Operating Assistance - increase of 2.2% or \$90K.
- TDA – STA Operating (includes SB1) – increase of 15.4% or \$522K. The State Controller Office (SCO) will apportion 12 months of the new SB1 revenue in FY18.
- Transfer (to)/from Operations Sustainability Reserve – increase of 87.5% or \$423K. Expected surplus funds will be used to fully fund reserve buckets in anticipation of a structural deficit in FY20.

D. FY19 Operating Expenses

Major Operating Expense assumptions in the preliminary FY19 budget over the FY18 budget include:

- **Personnel Expenses** (Labor and Fringe Benefits) increase by 3.6% or \$1.4M due to:
 - Contractual items allotted for in FY19.
 - Projected increase in Retirement as per CalPERS Annual Valuation Reports.
 - Anticipated increase in Medical insurance premiums based on historical trends.

Non-Personnel Expenses decrease by -4.7% or (\$411K) due to Services (Prof/Technical Fees).

E. FY18 Capital Budget

The FY18 Capital Budget as shown in Attachment D totals \$18,634,373.

The current FY18 Capital budget consists of ongoing projects rolled forward from FY17, with no new projects at this time. These capital projects are funded by a variety of sources and are detailed on Attachment D.

Since the preliminary budget was presented in May, a new capital budget funding strategy has been introduced that will result in an estimated \$3M per year to be dedicated to the annual capital budget. The new strategy establishes consistency in the transfers to the capital budget in order to provide funding and stability for the required local match for the 61 fixed-route buses and eight Paratransit vehicles that are obsolete and over their life expectancy in both age and mileage.

The passage of SB 1 establishes a new Transportation Improvement Fee (TIF) under the Vehicle License Fee Law and is estimated to provide METRO with approximately \$737K per year. This (new) funding source is eligible for funding “State of Good Repair” projects, and combined with annual transfers of \$2.26M of TDA – STA – Operating funds from the Operating Budget will provide an estimated \$3M per year to the capital budget over the next five years.

Noteworthy ongoing capital project activity (> \$100K) this fiscal year includes:

- Ongoing - Judy K. Souza Operations Facility – The facility opened for business on Friday, March 18, 2016, and the official ribbon cutting event was on Friday, May 6, 2016. However, the project is anticipated to be fully closed out by December 2017, after the final remaining items are completed. (see Transit Security Projects below)
- Ongoing - Transit Security Projects – Current programmed projects include emergency generators, cameras on buses and access control, a mechanical platform upgrade and security cameras at the Judy K. Souza Operations Facility.
- Ongoing - Pacific Station Conceptual Design Project – Working with the City of Santa Cruz on a technical analysis / feasibility study to assume combined footprint or reconfigured footprint of the current Santa Cruz METRO properties (Greyhound lot, bus station tarmac, 920 Pacific buildings) along with the City parking lot and any other City controlled property to meet both Santa Cruz METRO and City needs.
- Ongoing – Vehicle Replacement Projects – Santa Cruz METRO has been awarded grants from a variety of Federal and State and local agencies to replace aging revenue and non-revenue (service) vehicles including:
 - Electric Buses (4) + Infrastructure and Project Management
 - Paracruz Vans (15)

- CNG Bus Replacement (1)
- Non-Revenue (Service) Vehicles (11)
 - The three (3) electric bus replacements are in alignment with Santa Cruz METRO's strategy to begin replacing its fossil-fueled bus fleet with all-electric buses.
 - The one (1) additional electric bus will be dedicated to the Watsonville service area.
 - The CNG bus will assist in the replacement of obsolete vehicles
 - The Non-Revenue (Service) Vehicle replacements will allow Santa Cruz METRO to replace aging vehicles in the fleet, including supervisor vehicles, a pick-up truck, a custodial van, a high lift bucket truck, and a propane fueled tow motor
- Ongoing – Mid-Life Bus Engine Overhauls Campaign – Mid-life overhaul increases bus reliability and reduces maintenance cost during years 7 to 12, usually enabling an additional 2 years of lower maintenance cost operation through 14 years. Meets the FTA State of Good Repair (SGR) requirements and yields partial savings in the operating fund in Fleet Maintenance.
- Ongoing – Bus Repaint Campaign - Bus exterior paint deteriorates through bus washing and sun UV fading. Repainting provides a protective seal for body seams, a good public image and enables ease of cleaning.

IV. FINANCIAL CONSIDERATIONS/IMPACT

The proposed two-year FY18 and FY19 line item Operating Budget total \$48,077,820 and \$49,069,801, respectively. The operating budgets, as presented, are balanced budgets. The Capital Budget totals \$18,634,373. This Capital Budget is funded with multiple sources.

V. ALTERNATIVES CONSIDERED

- There are no recommended alternatives at this time. Staff recommends that the Board of Directors adopt a resolution approving the FY18 & FY19 Operating Budget, and FY18 Capital Budget.

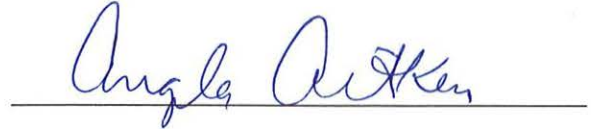
VI. ATTACHMENTS

- Attachment A:** Presentation on FY18 & FY19 Operating Budgets and FY18 Capital Budget
- Attachment B:** 5 – Year Budget Plan
- Attachment C:** FY18 and FY19 line item Operating Budgets
- Attachment D:** Authorized and Funded Personnel
- Attachment E:** FY18 Capital Budget
- Attachment F:** FY18 Board Member Travel
- Attachment G:** FY18 & FY19 Employee Incentive Program
- Attachment H:** FY18 & FY19 Ongoing Activities
- Attachment I:** FY18 & FY19 Memberships
- Attachment J:** Preliminary Schedule of Reserve Balances
- Attachment K:** Unfunded Capital Projects as of 03-27-2017
- Attachment L:** Resolution – FY18 and FY19 Final Budget

Prepared By: Kristina Mihaylova, Sr. Financial Analyst
Debbie Kinslow, Assistant Finance Manager
Barrow Emerson, Planning and Development Manager

VII. APPROVALS:

Approved as to fiscal impact:
Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager





FY18 & FY19 Operating Budget and FY18 Capital Budget

Santa Cruz METRO Board of Directors

June 23, 2017

Angela Aitken, Finance Manager

Overview of Today's Presentation

- **5 – Year Budget Plan**
 - Total Revenue Sources – 5 Year Projections
 - Total Operating Expenses – 5 Year Projections
 - New Strategy for the Transfers to Capital Budget: STIC & STA
 - New Strategy for the Transfer to Capital Budget: Total FY18 to FY22
 - Operating (Deficit)/Surplus – 5 Year Projections
- **Total Rev and Exp % change vs. CPI % Change**
 - Budget FY07-FY19
 - Actual FY07-FY17 Projected Actual
- **FY18 & FY19 Operating Budget Changes**
 - March 24, 2017 to June 23, 2017
- **Projected Reserve Account Balances**
 - As of June 30, 2017 (estimate)
 - Transfers to Reserves – 5 Year Projections
 - As of June 30, 2022 (estimate, after projected transfers to reserves)
- **FY18 & FY19 Non-Controllable Operating Budget Risks**
- **FY18 Capital Budget**

12A.2

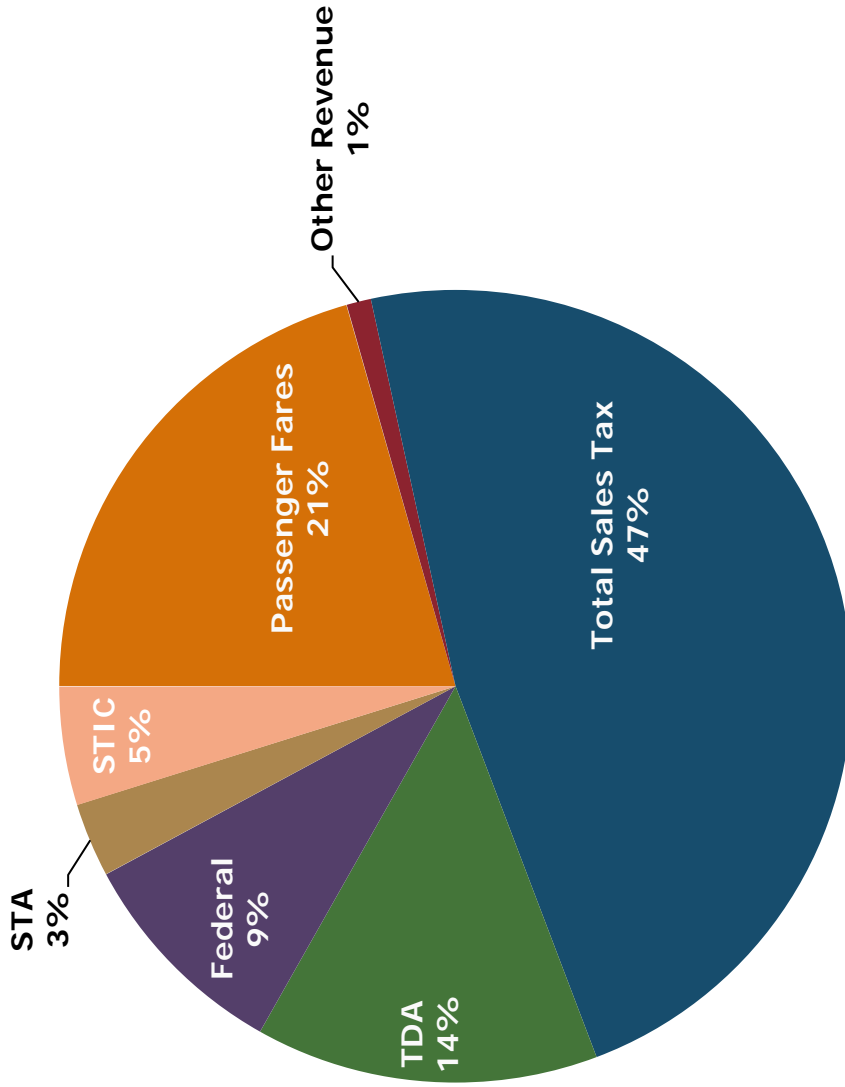


5 – Year Budget Plan

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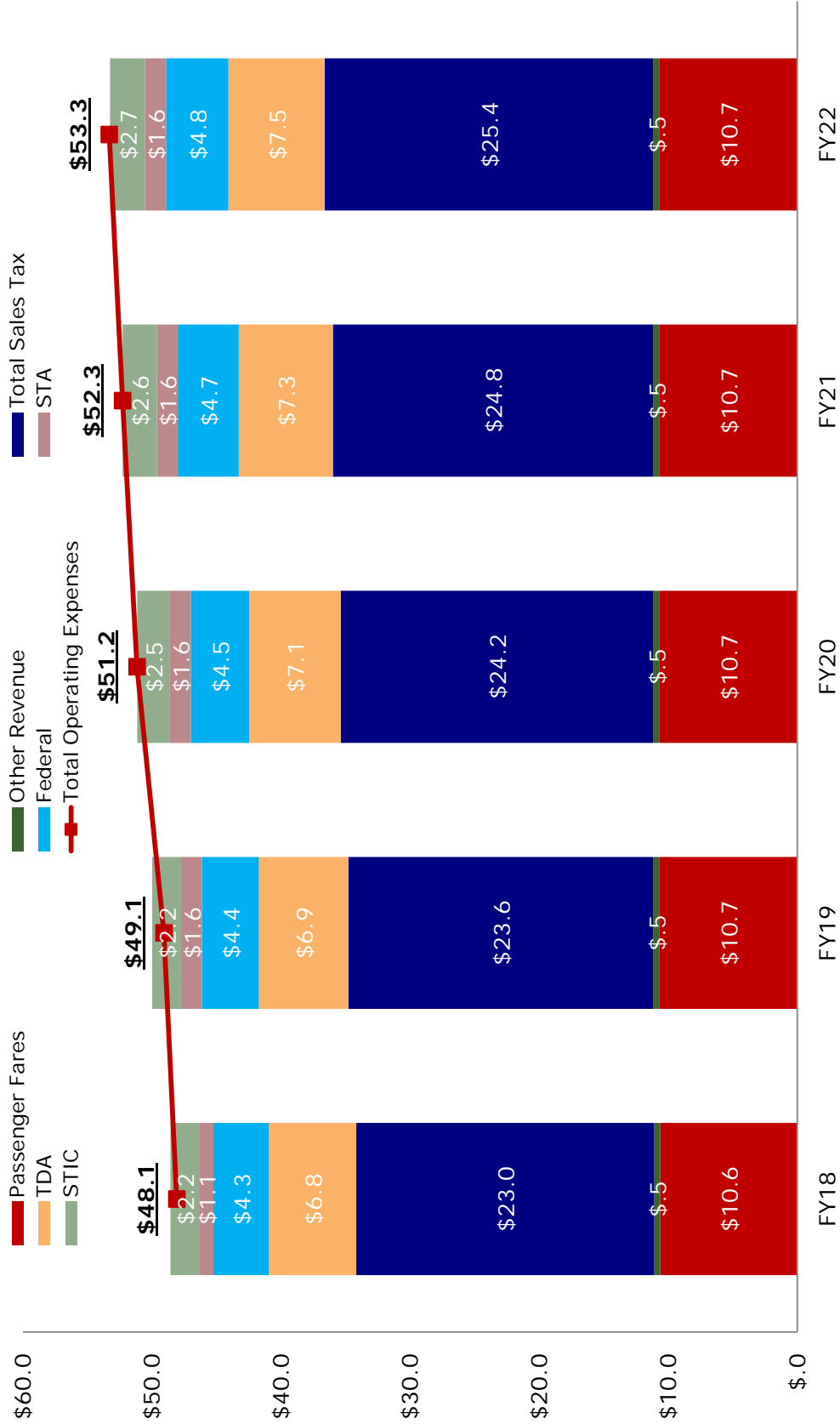


Total Revenue Sources - 5 Year Projections



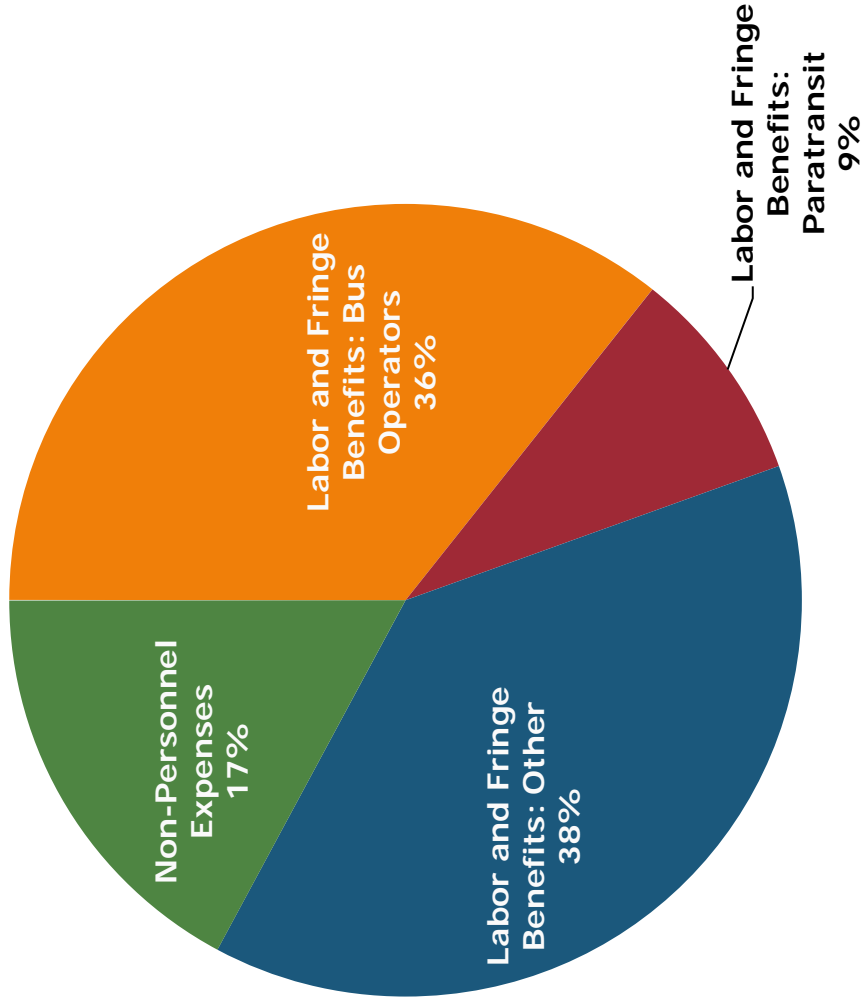
* Total Revenue does not include Reserves.

Total Revenue Sources - 5 Year Projections (in \$ millions)

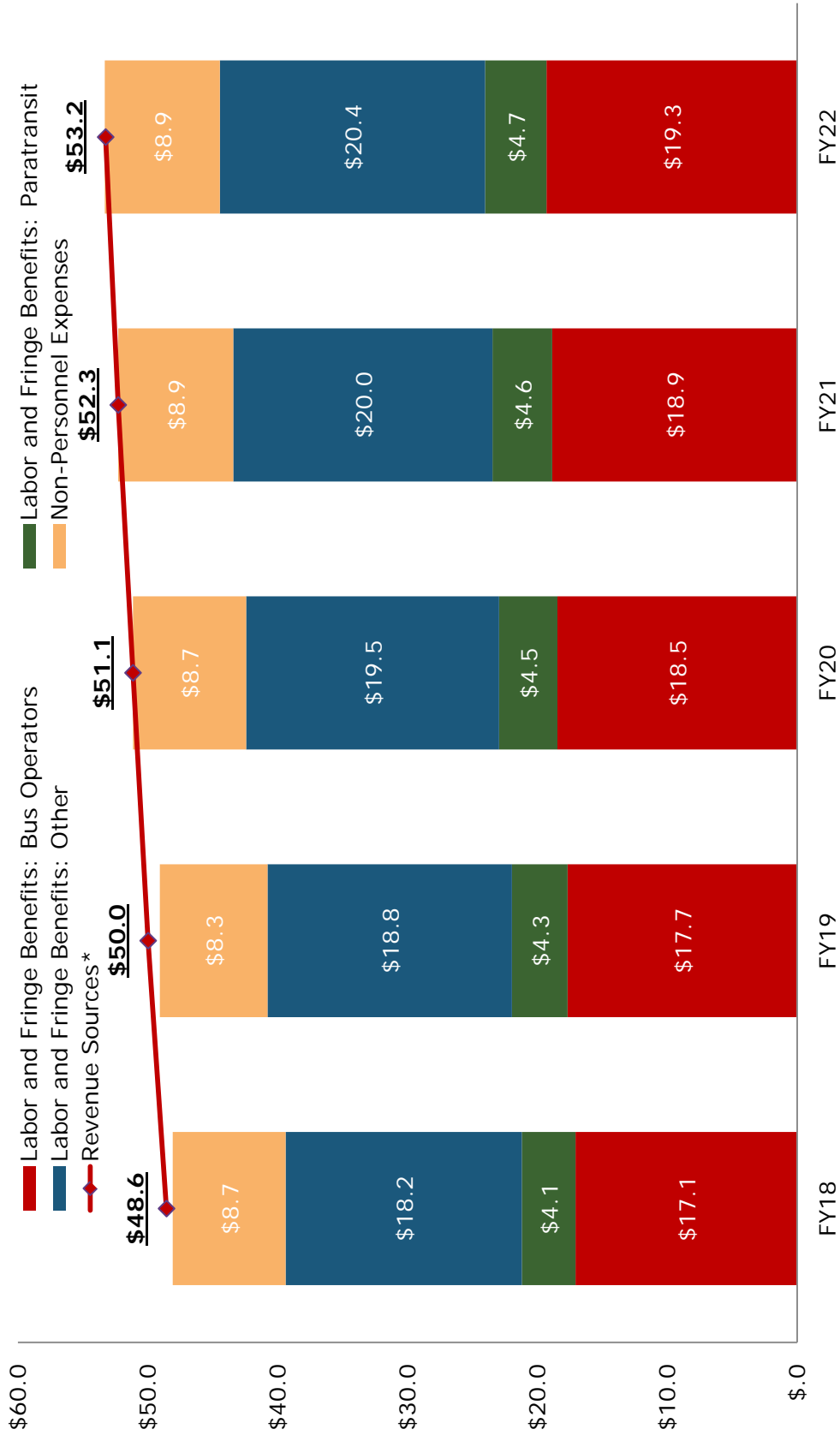


* Total Revenue does not include Reserves.

Total Operating Expenses – 5 Year Projections



Total Operating Expenses - 5 Year Projections (in \$ millions)

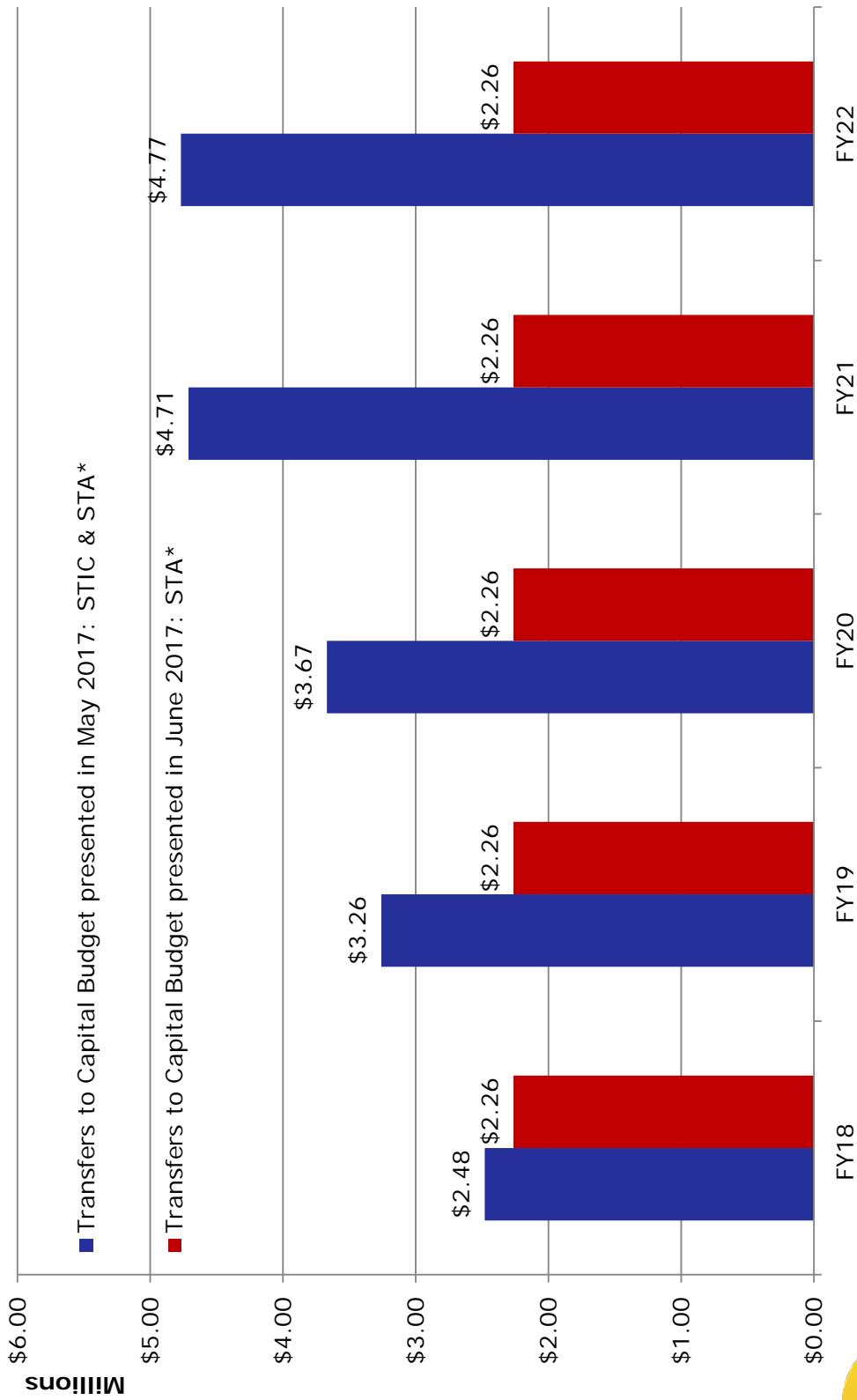


* Total Revenue does not include Reserves.

12A.7



New Strategy for the Transfers to Capital Budget: Overview

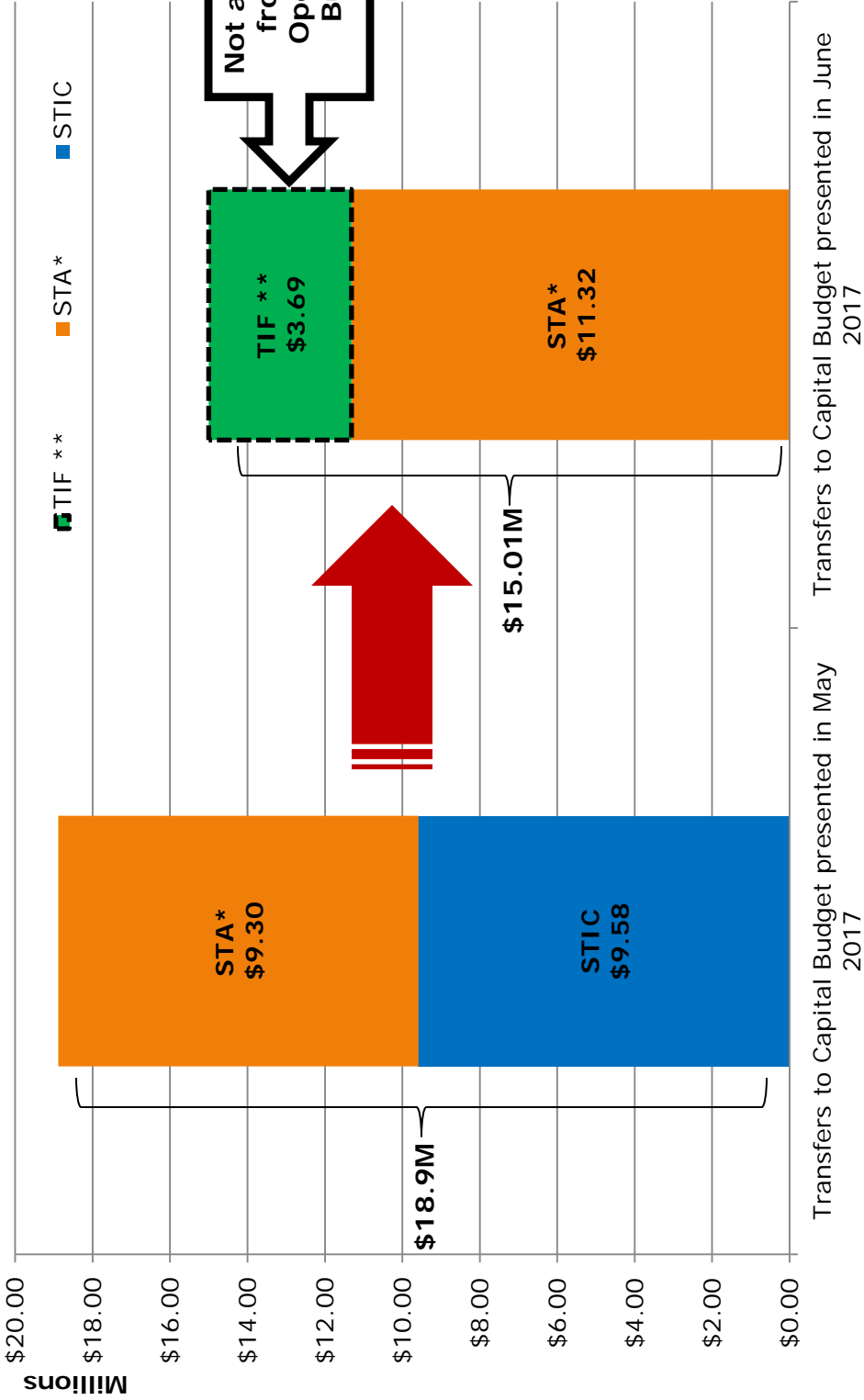


STIC funds cannot be used to match Federal Grants

*STA includes SB1



New Strategy for the Transfers to Capital Budget: Total FY18 to FY22



Not a transfer from the Operating Budget

STIC funds cannot be used to match Federal Grants

* STA includes SB1
 ** TIF: Transportation Improvement Fee



Operating Deficit/Surplus - 5 Year Projections (in \$ millions)



* Total Revenue does not include Reserves.

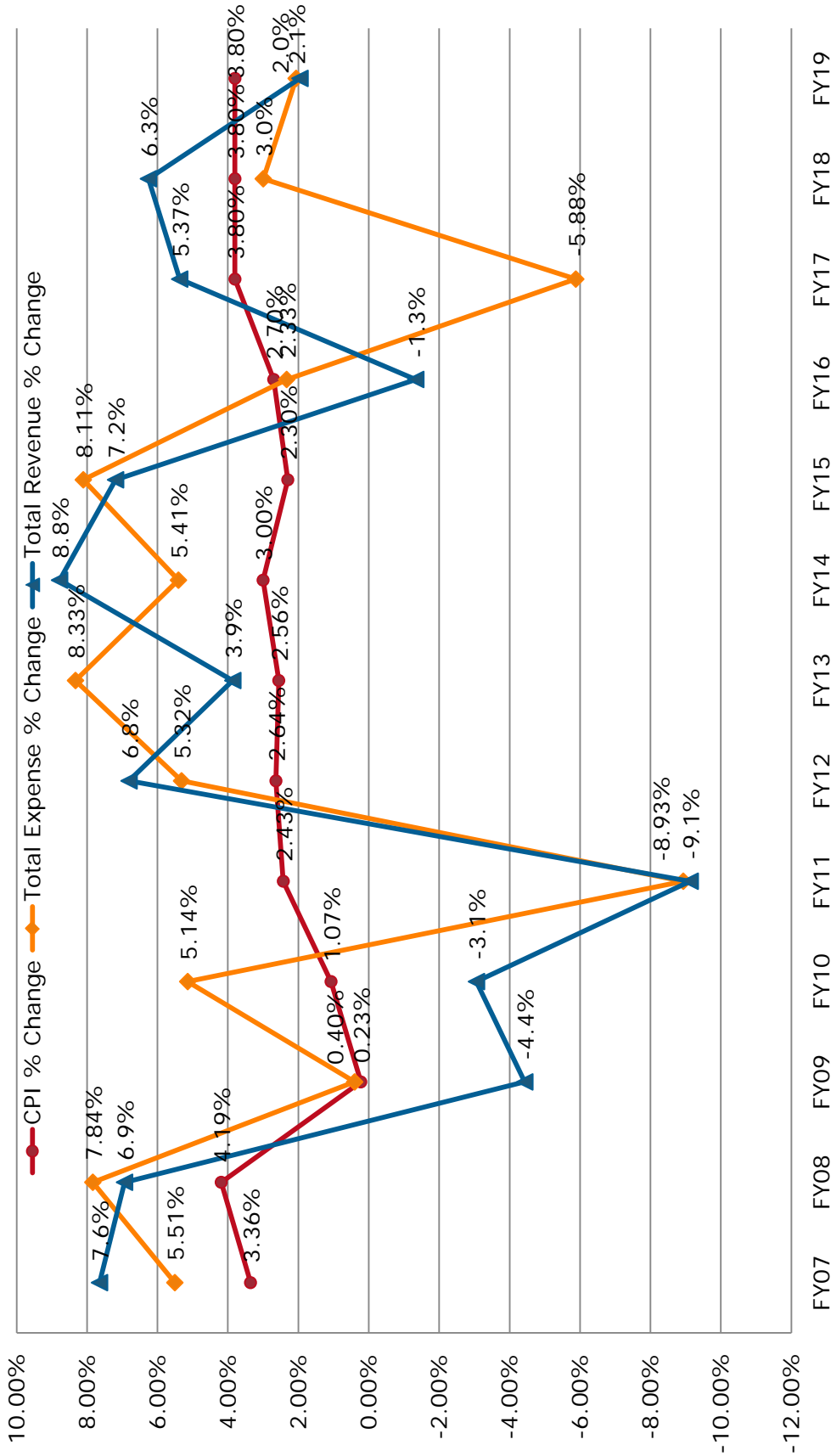


Total Rev and Exp % Change vs. CPI % Change

12A.11



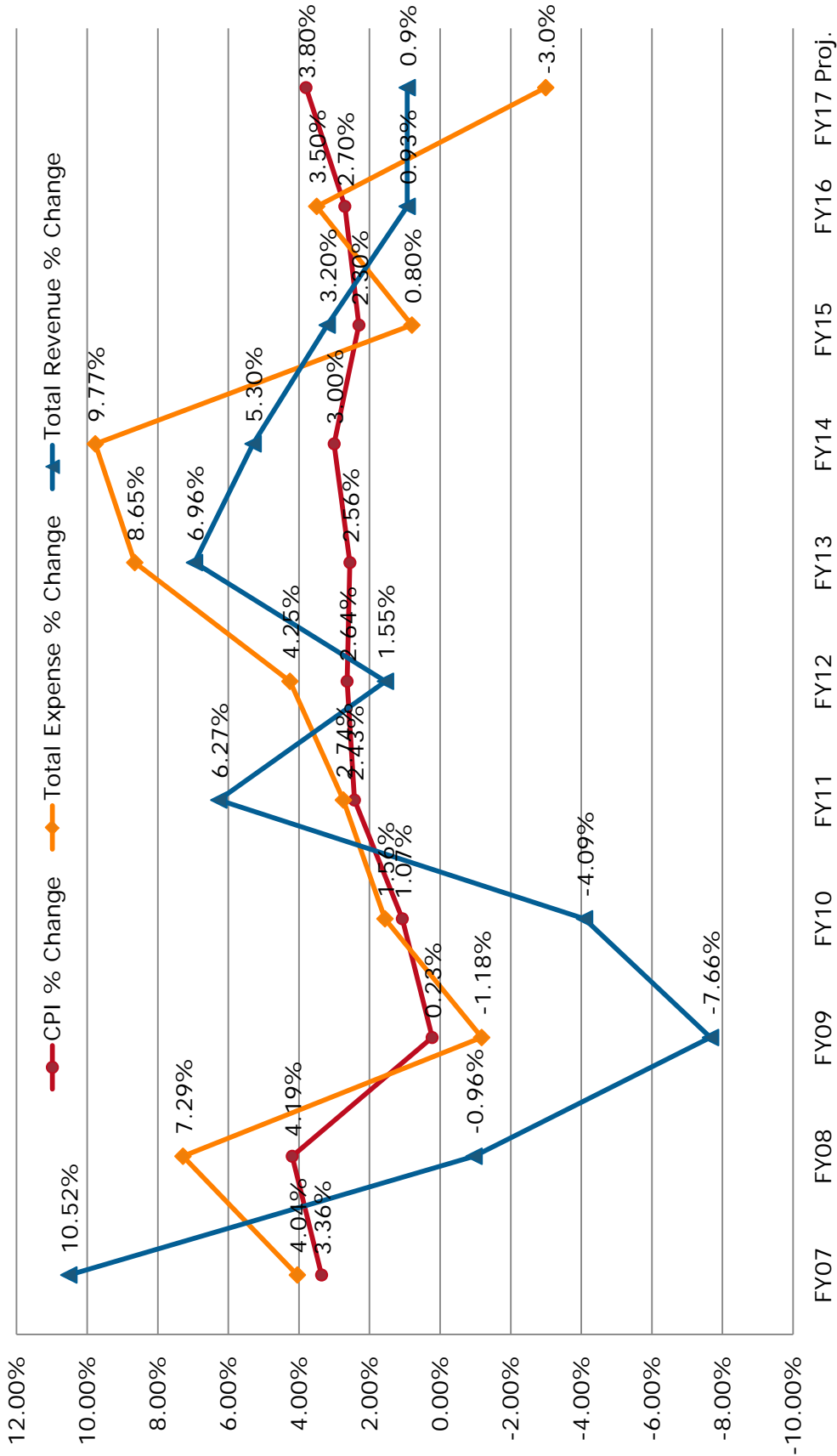
Total Budget Revenue* and Expense % Change vs. CPI % Change



* Total Revenue does not include STA, STIC and Reserves.



Total Actual Revenue* and Expense % Change vs. CPI % Change



* Total Revenue does not include STA, STIC and Reserves.



Operating Budget Changes March 24, 2017 to June 23, 2017

- **FY18 & FY19 Operating Revenues**

- Decrease in Transp. Dev. Act (TDA – LTF)
- Increase in the TDA – STA Operating due to SB1. The State Controller Office will apportion 8 months of the new SB1 revenue in FY18, a full year allocation in FY19; \$2.63M TDA – STA Operating (includes SB1) will be transferred to the Capital Budget in FY18 and FY19.
- STIC – remains in the Operating Budget. STIC funds cannot be used to match Federal Grants.
- Transfers (to) and from Reserves in FY18 and FY19 – Surplus funds will be transferred to Reserves.

Operating Budget Changes March 24, 2017 to June 23, 2017

- **FY18 & FY19 Operating Expenses**

- Increase in Labor and Fringe Benefits due to adding 4 FTEs (1 Van operator & 3 Bus Operators) and minor pay rates and hours adjustments (Human Resources; Planning; Legal, Fleet Maintenance)
- Eliminated Contract Transportation in Paratransit
- Reduced Insurance PL/PD in Finance and Paratransit
- Significant (\$200K) increase in Prof/Technical Fees in Planning due to Pacific Station Alternatives Analysis.
- Adjustments in Prof/Technical Fees in various departments (Administration; Human Resources; Planning).

Total Budget Changes = \$451K in FY18 and \$340K in FY19

Operating Reserves as of 06/30/2017

Target: \$3.37M



\$1.24M Deficient

Target: \$0.66M



Fully Funded

(estimate as of 6/23/2017)

Target: \$3.00M



Fully Funded

Target: \$7.30M



\$1.64M Deficient

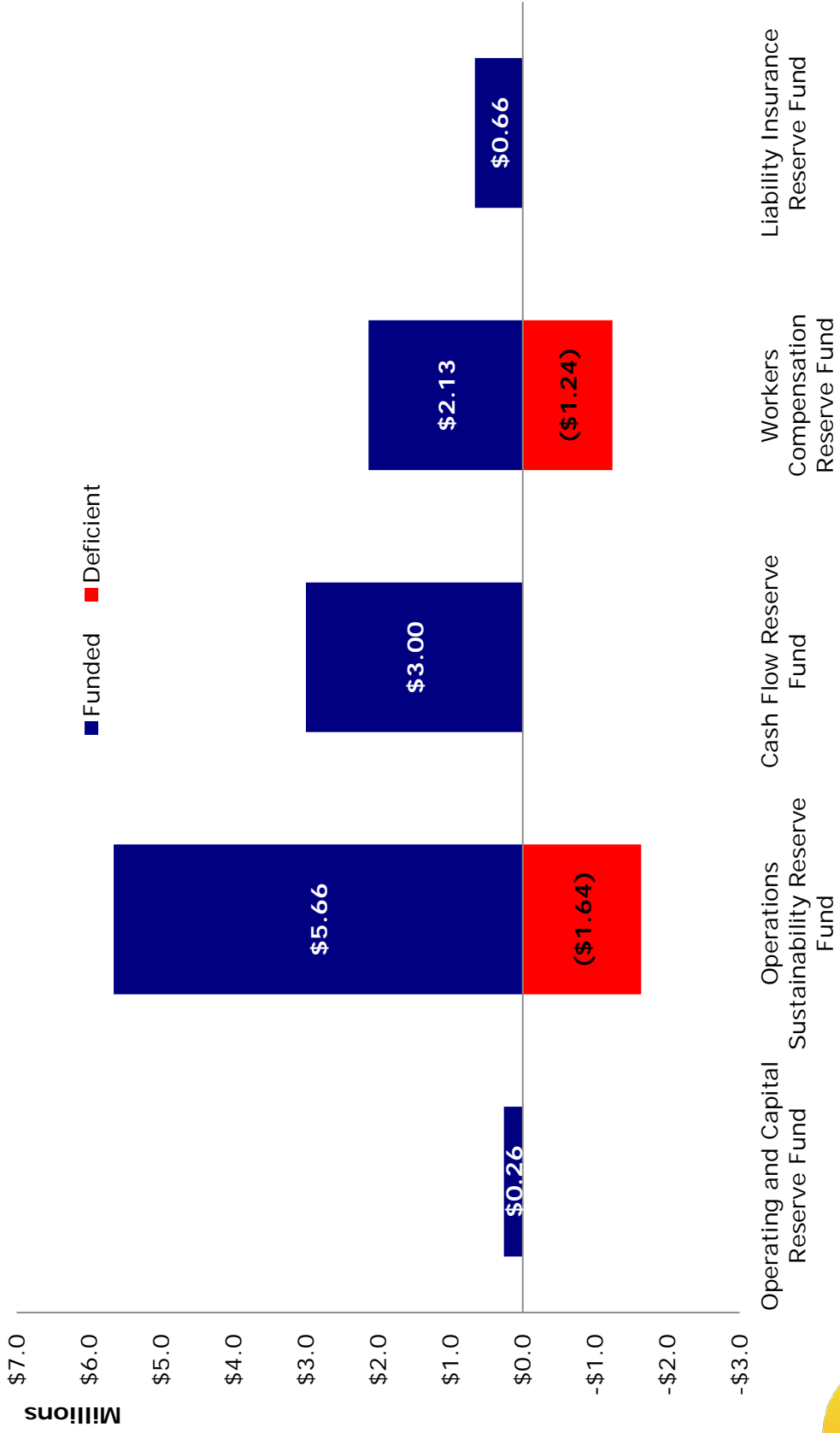


No Minimum Balance

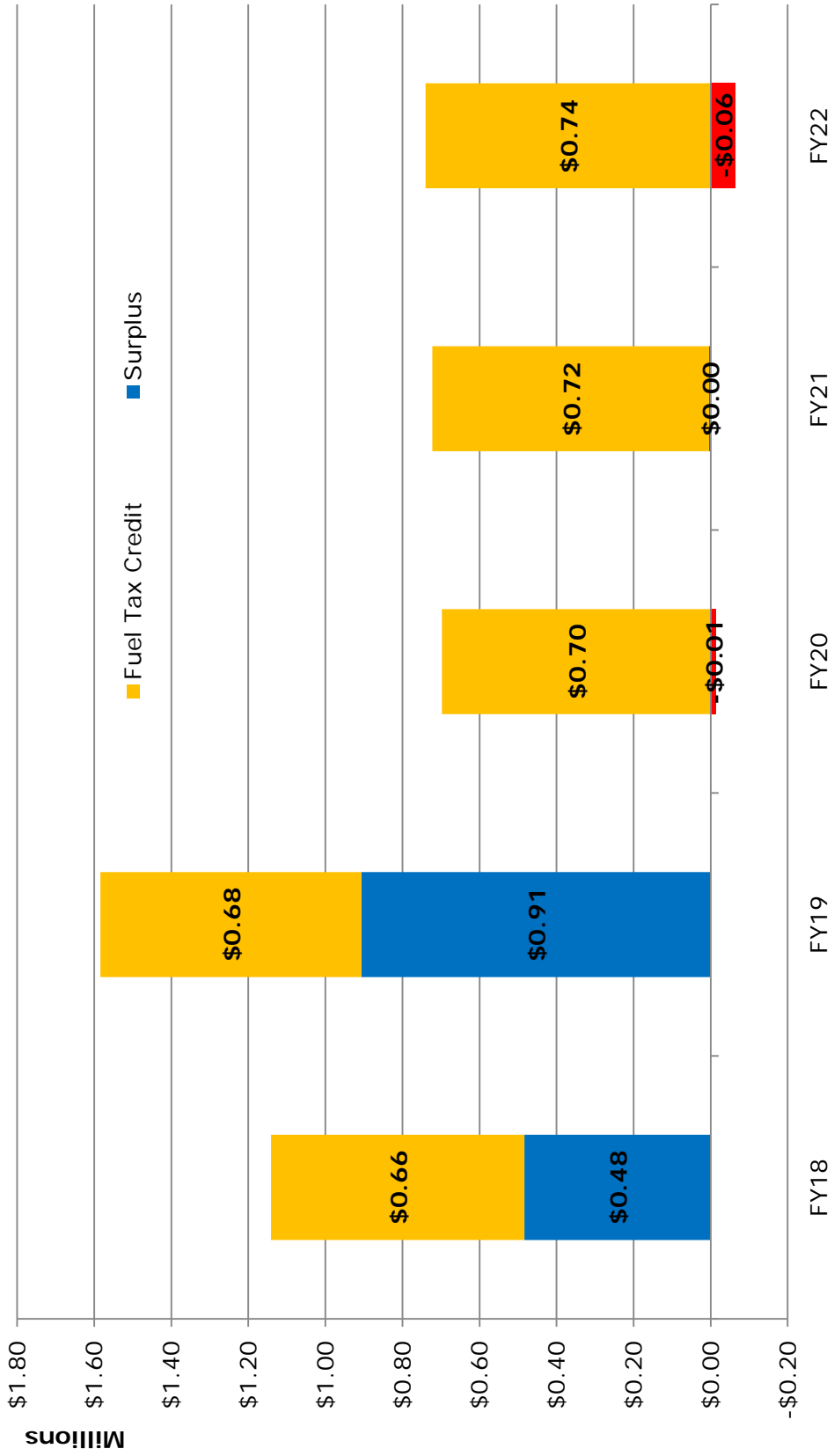
* Committed against FTA 5339 Bus Grant Application



FY17 Preliminary Reserve Account Balances as of 06/23/2017 (in \$ millions)



Transfers to Reserves - 5 Year Projections (in \$ millions)



Estimated Operating Reserves as of

06/30/2022

Target: \$3.37M



Fully Funded

(After Transfers to Reserves in FY18 to FY22)

Target: \$3.00M



Fully Funded

Target: \$7.30M



Fully Funded

Target: \$0.66M



Fully Funded

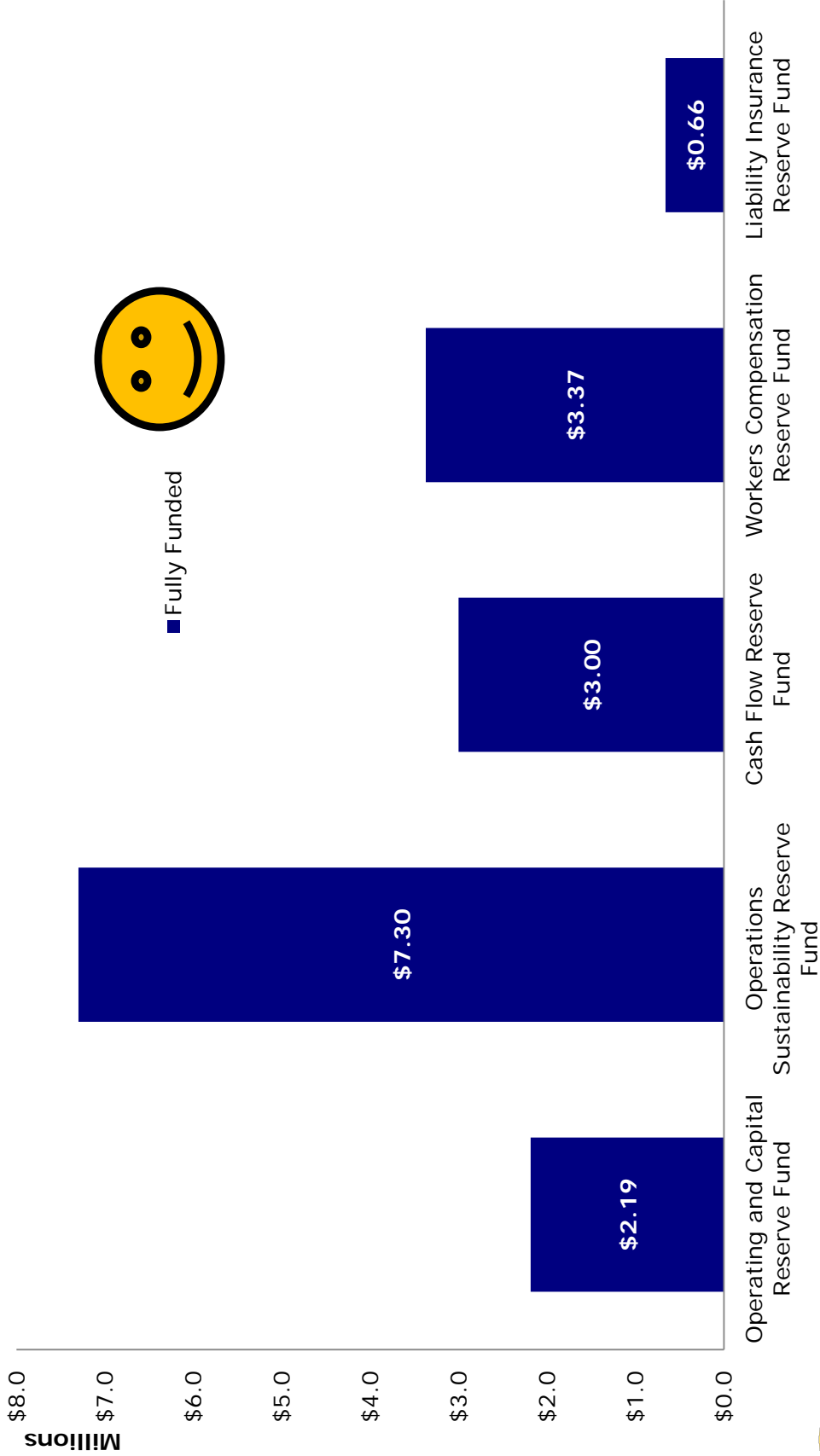


No Minimum Balance

(Assumes no use of Reserves in FY18, FY19 & FY21, \$0.01M used in FY20, \$0.06M used in FY22)



Estimated Reserve Account Balances – Fully Funded as of 06/30/2022 (in \$ millions)



FY18 & FY19 Non-Controllable Operating Budget Risks

12A.21



FY18 & FY19 Non-Controllable Operating Budget Risks

- Revenues
 - Passenger Fares and Paratransit Fares
 - Fluctuations in ridership
 - STA & STA SB1
 - Use of majority of funding in Operating Budget, instead of Capital Budget
 - Alternative Fuel Tax Credit
 - Must be renewed every year; historically been significantly delayed; based on CNG use
 - May decrease with Service Reductions and fewer CNG buses
 - Authorization ended 12/31/2016; may be paid retroactively in FY18 for calendar 2017
 - Federal FTA 5307, STIC, 5311
 - Subject to appropriation
 - Sales Tax
 - Consumer spending may stall

Attachment A

FY18 & FY19 Non-Controllable Operating Budget Risks

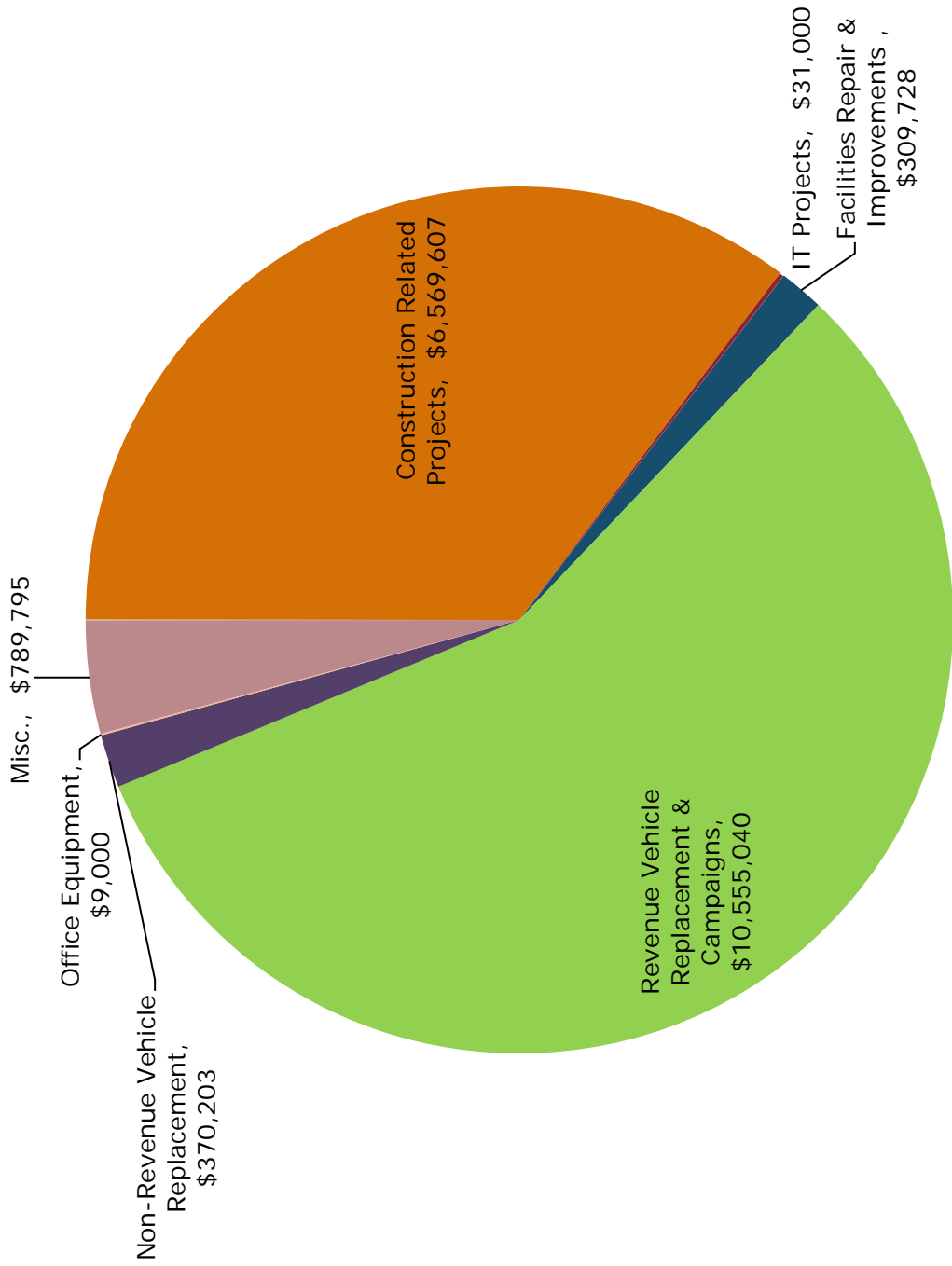
- Expenses
 - CNG and Diesel Engine Failures
 - Fuel Costs Volatility
 - Workers Comp Insurance
 - Medical Insurance
 - Final costs come out in January
 - Contract renewals and rebids
 - Costs could come in higher than budgeted
 - Settlement Costs
 - Costs could come in higher than previous years
 - Aging Fleet
 - Increased Maintenance Costs
 - Changes in Unfunded Mandates

FY18 Capital Budget

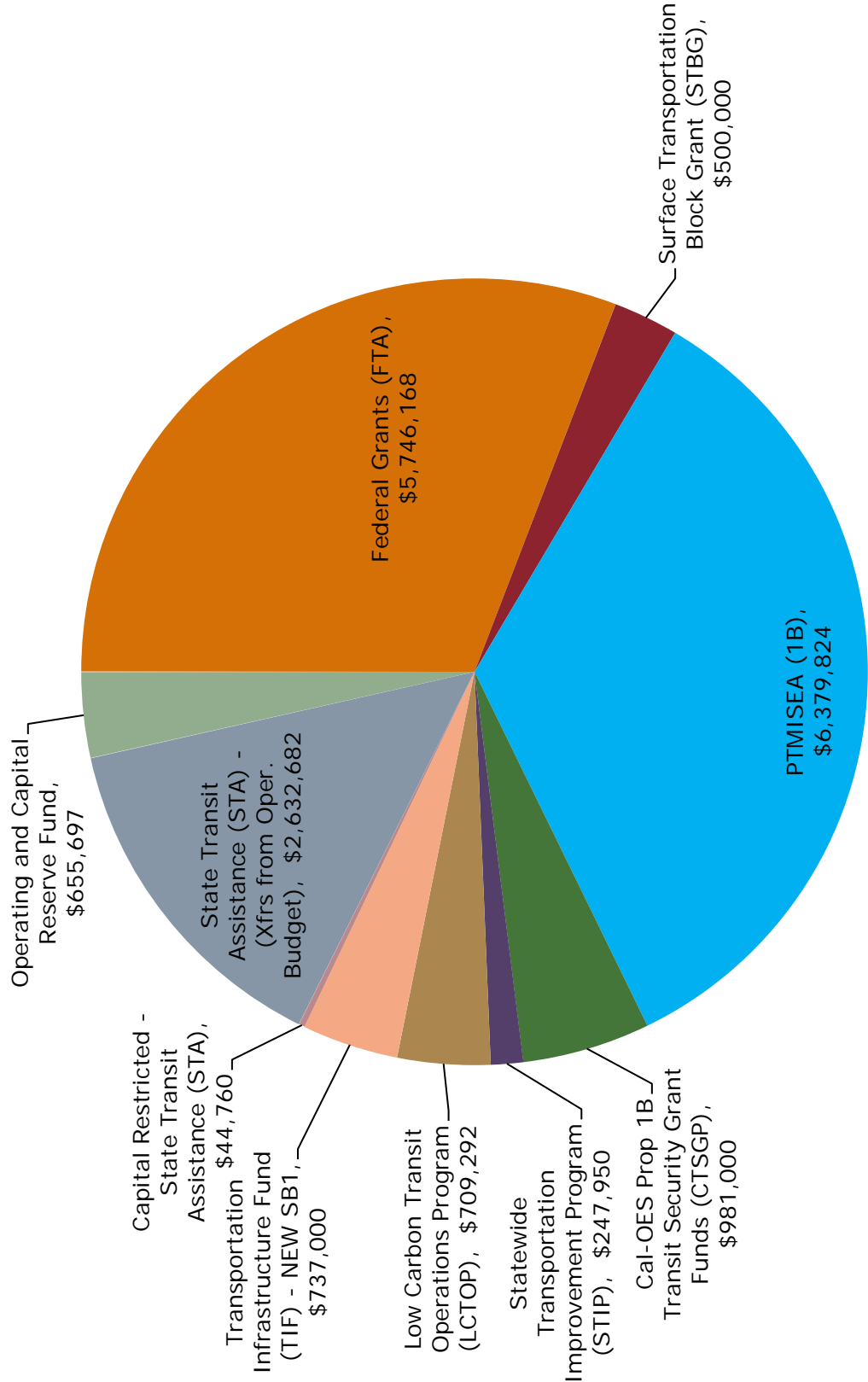
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FY18 Capital Budget – Projects: \$18.6M



FY18 Capital Budget – Funding Sources: \$18.6M



Questions

12A.27



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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT - 5 - YEAR BUDGET PLAN

REVENUE:	BUDGET FY18	BUDGET FY19	% VAR	FORECASTED BUDGET FY20	% VAR	FORECASTED BUDGET FY21	% VAR	FORECASTED BUDGET FY22	% VAR
Passenger Fares	10,621,629	10,661,429	0.4%	10,661,429	0.0%	10,661,429	0.0%	10,661,429	0.0%
Passenger Fares	2,791,893	2,791,893	0.0%	2,791,893	0.0%	2,791,893	0.0%	2,791,893	0.0%
Special Transit Fares	5,206,844	5,246,644	0.8%	5,246,644	0.0%	5,246,644	0.0%	5,246,644	0.0%
Paratransit Fares	339,141	339,141	0.0%	339,141	0.0%	339,141	0.0%	339,141	0.0%
Highway 17 Fares	1,758,751	1,758,751	0.0%	1,758,751	0.0%	1,758,751	0.0%	1,758,751	0.0%
Highway 17 Payments	525,000	525,000	0.0%	525,000	0.0%	525,000	0.0%	525,000	0.0%
Other Revenue	501,393	505,736	0.9%	510,029	0.8%	514,789	0.9%	519,048	0.8%
1979 Gross Sales Tax (1/2 cent)	20,061,806	20,563,351	2.5%	21,077,435	2.5%	21,604,371	2.5%	22,144,480	2.5%
2016 Net Sales Tax (Measure D)	2,978,897	3,053,369	2.5%	3,129,704	2.5%	3,207,946	2.5%	3,288,145	2.5%
Transp Dev Act (TDA) - Op Asst	6,767,933	6,937,131	2.5%	7,110,560	2.5%	7,288,324	2.5%	7,470,532	2.5%
*Federal Op Assistance	4,302,285	4,396,666	2.2%	4,493,117	2.2%	4,717,773	5.0%	4,820,737	2.2%
STA - Operating (includes SB1)	3,380,240	3,901,906	15.4%	3,901,906	0.0%	3,901,906	0.0%	3,901,906	0.0%
STA - Operating (includes SB1) (Transfer to Capital Budget)	(2,263,000)	(2,263,000)	0.0%	(2,263,000)	0.0%	(2,263,000)	0.0%	(2,263,000)	0.0%
STIC - Op Assistance	2,210,167	2,220,000	0.4%	2,520,687	13.5%	2,646,721	5.0%	2,704,684	2.2%
Fuel Tax Credit	657,354	677,075	3.0%	697,387	3.0%	718,309	3.0%	739,858	3.0%
Fuel Tax Credit (Transfer to Reserves)	(657,354)	(677,075)	3.0%	(697,387)	3.0%	(718,309)	3.0%	(739,858)	3.0%
Transfers (to)/ from Operating Reserves	(483,530)	(906,788)	87.5%	13,843	-101.5%	(3,991)	-128.8%	64,518	-1716.6%
TOTAL REVENUE	48,077,820	49,069,801	2.1%	51,155,709	4.3%	52,276,268	2.2%	53,312,478	2.0%
OPERATING EXPENSES:									
Labor and Fringe Benefits: Bus Operators	17,063,139	17,671,728	3.6%	18,466,819	4.5%	18,855,276	2.1%	19,311,240	2.4%
Labor and Fringe Benefits: Paratransit	4,137,880	4,284,021	3.5%	4,490,933	4.8%	4,602,061	2.5%	4,712,643	2.4%
Labor and Fringe Benefits: Other	18,185,813	18,833,777	3.6%	19,469,682	3.4%	19,964,655	2.5%	20,434,320	2.4%
Services	3,543,479	3,085,840	-12.9%	3,533,840	14.5%	3,659,840	3.6%	3,659,840	0.0%
Mobile and Other Materials and Supplies	3,327,570	3,327,470	0.0%	3,327,470	0.0%	3,327,470	0.0%	3,327,470	0.0%
Utilities	609,000	609,000	0.0%	609,000	0.0%	609,000	0.0%	609,000	0.0%
Casualty & Liability and Taxes	718,036	760,163	5.9%	760,163	0.0%	760,163	0.0%	760,163	0.0%
Purchased Transportation	-	-	0.0%	-	0.0%	-	0.0%	-	0.0%
Misc. Expense and Leases & Rentals	492,902	497,802	1.0%	497,802	0.0%	497,802	0.0%	497,802	0.0%
TOTAL OPERATING EXPENSES	48,077,820	49,069,801	2.1%	51,155,709	4.3%	52,276,268	2.2%	53,312,478	2.0%
(DEFICIT)/SURPLUS	483,530	906,788		(13,843)		3,991		(64,518)	

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**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 OPERATING BUDGET
REVENUE SOURCES**

Attachment C

REVENUE SOURCE	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17	BUDG FY18	BUDGET FY19	BUDG FY18	BUDG FY19
1 Passenger Fares	3,681,471	2,791,893	-24.2%	(889,578)	2,791,893	0.0%	-
2 Special Transit Fares	5,418,017	5,206,844	-3.9%	(211,173)	5,246,644	0.8%	39,800
3 Paratransit Fares	339,141	339,141	0.0%	-	339,141	0.0%	-
4 Highway 17 Fares	1,826,000	1,758,751	-3.7%	(67,249)	1,758,751	0.0%	-
5 Highway 17 Payments	525,000	525,000	0.0%	-	525,000	0.0%	-
6 <i>Estimated Reduction in Fares due to Service Cuts</i>	(500,000)	-	-100.0%	500,000	-	0.0%	-
7 Commissions	2,000	1,500	-25.0%	(500)	1,500	0.0%	-
8 Advertising Income	275,000	225,000	-18.2%	(50,000)	225,000	0.0%	-
9 Rent Income	150,000	154,301	2.9%	4,301	158,644	2.8%	4,343
10 Interest Income	80,000	90,000	12.5%	10,000	90,000	0.0%	-
11 Other Non-Transp Revenue	13,000	20,592	58.4%	7,592	20,592	0.0%	-
12 1979 Gross Sales Tax (1/2 cent)	19,572,494	20,061,806	2.5%	489,312	20,563,351	2.5%	501,545
13 2016 Net Sales Tax (Measure D)	-	2,978,897	100.0%	2,978,897	3,053,369	2.5%	74,472
14** Transp Dev Act (TDA - LTF) Funds	6,701,163	6,767,933	1.0%	66,770	6,937,131	2.5%	169,198
15 FTA Sec 5307 - Op Assistance	4,246,793	4,131,857	-2.7%	(114,936)	4,222,345	2.2%	90,488
16 FTA Sec 5311 - Rural Op Asst	166,738	170,428	2.2%	3,690	174,321	2.3%	3,893
17 AMBAG/Misc. Grant Funding	73,000	10,000	-86.3%	(63,000)	10,000	0.0%	-
18 STIC	2,125,425	2,210,167	4.0%	84,742	2,220,000	0.4%	9,833
19 TDA - STA - Operating (Includes SB1)	1,995,540	3,380,240	69.4%	1,384,700	3,901,906	15.4%	521,666
20 TDA - STA - Operating (Transfer to Capital Budget)	(370,000)	(2,263,000)	511.6%	(1,893,000)	(2,263,000)	0.0%	-
21 Fuel Tax Credit	638,208	657,354	3.0%	19,146	677,075	3.0%	19,721
22 Fuel Tax Credit (Transfer to Operating and Capital Reserve Fund)	(638,208)	(657,354)	3.0%	(19,146)	(677,075)	3.0%	(19,721)
23 Transfer (to)/from Operations Sustainability Reserve	358,207	(483,530)	-235.0%	(841,737)	(906,788)	87.5%	(423,258)
TOTAL REVENUE	46,678,989	48,077,820	3.0%	1,398,831	49,069,801	2.1%	991,981

** FTA funding is used solely to fund labor expense

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET

Consolidated Expenses

ACCOUNT	Jun-16		Jun-17		% CHANGE		\$ CHANGE		Jun-17		% CHANGE		\$ CHANGE	
	BUDGET	FY17	BUDGET	FY18	BUDG FY17	BUDG FY18	BUDG FY17	BUDG FY18	BUDGET	FY19	BUDG FY18	BUDG FY19	BUDG FY18	BUDG FY19
LABOR														
501011 Bus Operator Pay	8,501,290		8,697,054		2.3%		195,764		8,909,463		2.4%		212,410	
501013 Bus Operator OT	1,187,022		1,225,000		3.2%		37,978		1,255,189		2.5%		30,189	
501021 Other Salaries	7,716,615		7,700,077		-0.2%		(16,539)		7,846,154		1.9%		146,078	
501023 Other OT	443,279		424,985		-4.1%		(18,294)		433,591		2.0%		8,606	
Totals	17,848,206		18,047,115		1.1%		198,909		18,444,398		2.2%		397,283	
FRINGE BENEFITS														
502011 Medicare/Soc. Sec.	309,888		315,704		1.9%		5,816		322,741		2.2%		7,038	
502021 Retirement	4,461,531		4,773,205		7.0%		311,675		5,143,401		7.8%		370,195	
502031 Medical Ins	10,165,186		10,570,926		4.0%		405,740		11,043,009		4.5%		472,083	
502041 Dental Ins	491,596		508,672		3.5%		17,076		523,933		3.0%		15,260	
502045 Vision Ins	120,401		130,773		8.6%		10,372		134,696		3.0%		3,923	
502051 Life Ins/AD&D	49,374		45,222		-8.4%		(4,152)		46,509		2.8%		1,287	
502060 State Disability Ins (SDI)	200,439		192,651		-3.9%		(7,788)		203,088		5.4%		10,437	
502061 Long Term Disability Ins	142,485		150,021		5.3%		7,536		156,992		4.6%		6,972	
502071 State Unemployment Ins (SUJ)	73,786		55,825		-24.3%		(17,961)		59,132		5.9%		3,307	
502081 Worker's Comp Ins	850,000		875,500		3.0%		25,500		901,766		3.0%		26,266	
502101 Holiday Pay	602,251		615,209		2.2%		12,958		628,949		2.2%		13,740	
502103 Floating Holiday	93,689		92,042		-1.8%		(1,647)		93,752		1.9%		1,710	
502109 Sick Leave	924,456		943,920		2.1%		19,464		965,029		2.2%		21,109	
502111 Annual Leave	1,934,900		1,849,196		-4.4%		(85,704)		1,897,480		2.6%		48,285	
502121 Other Paid Absence	177,085		144,190		-18.6%		(32,896)		147,410		2.2%		3,220	
502251 Phys. Exams	14,110		14,280		1.2%		170		14,280		0.0%		-	
502253 Driver Lic Renewal	4,656		4,956		6.4%		300		4,956		0.0%		-	
502999 Other Fringe Benefits	58,542		57,426		-1.9%		(1,116)		58,005		1.0%		579	
Totals	20,674,374		21,339,718		3.2%		665,343		22,345,128		4.7%		1,005,411	

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET Consolidated Expenses

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY18 BUDG FY19	BUDGET FY19	BUDG FY18 BUDG FY19
SERVICES									
503011 Acting/Audit Fees	95,250	95,250	0.0%	-	95,250	0.0%	-	95,250	0.0%
503012 Admin/Bank Fees	372,880	380,500	2.0%	7,620	389,640	2.4%	9,140	389,640	2.4%
503031 Prof/Technical Fees	447,560	972,279	117.2%	524,719	485,200	-50.1%	(487,079)	485,200	-50.1%
503032 Legislative Services	101,000	101,000	0.0%	-	101,000	0.0%	-	101,000	0.0%
503033 Legal Services	106,396	350,000	229.0%	243,604	350,000	0.0%	-	350,000	0.0%
503034 Pre-Employment Exams	5,800	5,500	-5.2%	(300)	5,500	0.0%	-	5,500	0.0%
503041 Temp Help	-	-	0.0%	-	-	0.0%	-	-	0.0%
503161 Custodial Services	6,468	8,300	28.3%	1,832	8,300	0.0%	-	8,300	0.0%
503162 Uniforms/Laundry	24,280	24,150	-0.5%	(130)	24,150	0.0%	-	24,150	0.0%
503171 Security Services	505,323	515,600	2.0%	10,277	525,600	1.9%	10,000	525,600	1.9%
503221 Classified/Legal Ads	12,200	13,200	8.2%	1,000	13,200	0.0%	-	13,200	0.0%
503222 Legal Ads	-	-	0.0%	-	-	0.0%	-	-	0.0%
503225 Graphic Services	5,500	-	-100.0%	(5,500)	-	0.0%	-	-	0.0%
503351 Repair - Bldg & Impr	48,590	50,000	2.9%	1,410	50,000	0.0%	-	50,000	0.0%
503352 Repair - Equipment	651,768	622,800	-4.4%	(28,968)	633,100	1.7%	10,300	633,100	1.7%
503353 Repair - Rev Vehicle	652,000	326,500	-49.9%	(325,500)	326,500	0.0%	-	326,500	0.0%
503354 Repair - Non Rev Vehicle	30,000	30,000	0.0%	-	30,000	0.0%	-	30,000	0.0%
503363 Haz Mat Disposal	40,452	48,400	19.6%	7,948	48,400	0.0%	-	48,400	0.0%
Totals	3,105,467	3,543,479	14.1%	438,012	3,085,840	-12.9%	(457,639)	3,085,840	-12.9%
MOBILE MATERIALS & SUPPLIES									
504011 Fuels & Lubricants - Non Rev Veh	90,000	60,000	-33.3%	(30,000)	60,000	0.0%	-	60,000	0.0%
504012 Fuels & Lubricants - Rev Veh	1,798,656	1,847,000	2.7%	48,344	1,847,000	0.0%	-	1,847,000	0.0%
504021 Tires & Tubes	300,000	300,000	0.0%	-	300,000	0.0%	-	300,000	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504191 Rev Vehicle Parts	621,886	733,500	17.9%	111,614	733,500	0.0%	-	733,500	0.0%
Totals	2,810,542	2,940,500	4.6%	129,958	2,940,500	0.0%	-	2,940,500	0.0%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET

Consolidated Expenses

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY18 BUDG FY19
OTHER MATERIALS & SUPPLIES							
504205 Freight Out	136	2,500	1738.2%	2,364	2,500	0.0%	-
504211 Postage & Mailing	13,550	12,300	-9.2%	(1,250)	12,300	0.0%	-
504214 Promotional Items	1,400	200	-85.7%	(1,200)	200	0.0%	-
504215 Printing	50,805	48,850	-3.8%	(1,955)	50,750	3.9%	1,900
504217 Photo Supp/Process	2,500	1,500	-40.0%	(1,000)	1,500	0.0%	-
504311 Office Supplies	71,062	71,800	1.0%	738	69,800	-2.8%	(2,000)
504315 Safety Supplies	16,860	11,320	-32.9%	(5,540)	11,320	0.0%	-
504317 Cleaning Supplies	53,830	48,600	-9.7%	(5,230)	48,600	0.0%	-
504409 Repair/Maint Supplies	114,983	110,500	-3.9%	(4,483)	110,500	0.0%	-
504417 Tenant Repairs	9,000	9,000	0.0%	-	9,000	0.0%	-
504421 Non-Inventory Parts	39,730	58,000	46.0%	18,270	58,000	0.0%	-
504511 Small Tools	7,736	9,500	22.8%	1,764	9,500	0.0%	-
504515 Employee Tool Replacement	2,180	3,000	37.6%	820	3,000	0.0%	-
Totals	383,772	387,070	0.9%	3,298	386,970	0.0%	(100)
UTILITIES							
505011 Gas & Electric	297,000	304,000	2.4%	7,000	304,000	0.0%	-
505021 Water & Garbage	147,240	147,400	0.1%	160	147,400	0.0%	-
505031 Telecommunications	160,434	157,600	-1.8%	(2,834)	157,600	0.0%	-
Totals	604,674	609,000	0.7%	4,326	609,000	0.0%	-
CASUALTY & LIABILITY							
506011 Insurance - Property	61,904	61,737	-0.3%	(167)	62,971	2.0%	1,234
506015 Insurance - PL/PD	314,929	406,047	28.9%	91,118	446,652	10.0%	40,605
506021 Insurance - Other	-	50,000	100.0%	50,000	50,000	0.0%	-
506123 Settlement Costs	150,000	150,000	0.0%	-	150,000	0.0%	-
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%	-
Totals	526,833	667,784	26.8%	140,951	709,623	6.3%	41,839

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 OPERATING BUDGET**

Consolidated Expenses

ACCOUNT	Jun-16		Jun-17		% CHANGE		\$ CHANGE		% CHANGE		\$ CHANGE	
	BUDGET FY17	BUDGET FY18	BUDGET FY17	BUDGET FY18	BUDG FY17	BUDG FY18	BUDG FY17	BUDG FY18	BUDG FY17	BUDG FY18	BUDG FY17	BUDG FY18
TAXES												
507051 Fuel Tax	14,280	15,000	5.0%	720	15,000	0.0%	-	15,000	0.0%	-	288	288
507201 Licenses & Permits	19,296	20,852	8.1%	1,556	21,140	1.4%	288	21,140	1.4%	288	-	-
507999 Other Taxes	14,400	14,400	0.0%	-	14,400	0.0%	-	14,400	0.0%	-	-	-
Totals	47,976	50,252	4.7%	2,276	50,540	0.6%	288	50,540	0.6%	288	-	288
PURCHASED TRANS.												
503406 Contract/Paratransit	150,000	-	-100.0%	(150,000)	-	0.0%	-	-	0.0%	-	-	-
Totals	150,000	-	-100.0%	(150,000)	-	0.0%	-	-	0.0%	-	-	-
MISC EXPENSE												
509011 Dues/Subscriptions	93,985	82,730	-12.0%	(11,255)	82,730	0.0%	-	82,730	0.0%	-	-	-
509081 Advertising - District Promo	30,500	-	-100.0%	(30,500)	-	0.0%	-	-	0.0%	-	-	-
509101 Employee Incentive Program	15,200	19,100	25.7%	3,900	19,100	0.0%	-	19,100	0.0%	-	200	200
509121 Employee Training	71,660	65,073	-9.2%	(6,587)	65,273	0.3%	200	65,273	0.3%	200	-	-
509122 BOD Travel	3,000	8,000	166.7%	5,000	8,000	0.0%	-	8,000	0.0%	-	-	-
509123 Travel	74,935	69,705	-7.0%	(5,230)	67,705	-2.9%	(2,000)	67,705	-2.9%	(2,000)	-	-
509125 Local Meeting Expense	6,520	10,300	58.0%	3,780	10,300	0.0%	-	10,300	0.0%	-	-	-
509127 Board Director Fees	12,600	12,600	0.0%	-	12,600	0.0%	-	12,600	0.0%	-	-	-
509150 Contributions	-	-	0.0%	-	-	0.0%	-	-	0.0%	-	-	-
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%	-	-	0.0%	-	-	-
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%	-	-	0.0%	-	-	-
Totals	308,400	267,508	-13.3%	(40,892)	265,708	-0.7%	(1,800)	265,708	-0.7%	(1,800)	-	-
LEASES & RENTALS												
512011 Facility Lease	201,350	208,100	3.4%	6,750	214,800	3.2%	6,700	214,800	3.2%	6,700	-	-
512061 Equipment Rental	17,394	17,294	-0.6%	(100)	17,294	0.0%	-	17,294	0.0%	-	-	-
Totals	218,744	225,394	3.0%	6,650	232,094	3.0%	6,700	232,094	3.0%	6,700	-	-
PERSONNEL TOTAL	38,522,581	39,386,833	2.2%	864,251	40,789,526	3.6%	1,402,693	40,789,526	3.6%	1,402,693	-	-
NON-PERSONNEL TOTAL	8,156,408	8,690,987	6.6%	534,579	8,280,275	-4.7%	(410,712)	8,280,275	-4.7%	(410,712)	-	-
TOTAL OPERATING EXPENSES	46,678,989	48,077,820	3.0%	1,398,830	49,069,801	2.1%	991,981	49,069,801	2.1%	991,981	-	-

6/15/2017

Consolidated

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET

Departmental Expenses

DEPARTMENT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19
1100 Administration	1,237,481	1,410,480	14.0%	172,999	1,356,419	-3.8%	(54,061)		
1200 Finance	1,790,079	2,161,459	20.7%	371,380	2,185,430	1.1%	23,971		
1300 Customer Service	900,222	1,182,225	31.3%	282,002	1,218,813	3.1%	36,588		
1400 Human Resources	688,988	873,261	26.7%	184,274	911,280	4.4%	38,019		
1500 Information Technology Planning, Grants,	1,106,484	1,146,885	3.7%	40,401	1,167,271	1.8%	20,386		
1600 Governmental Affairs	831,061	1,175,932	41.5%	344,871	893,998	-24.0%	(281,934)		
1700 District Counsel	619,225	466,174	-24.7%	(153,052)	472,396	1.3%	6,222		
1800 Risk Management	973,366	405,842	-58.3%	(567,524)	420,981	3.7%	15,139		
1900 Purchasing	894,698	925,219	3.4%	30,521	959,776	3.7%	34,557		
2200 Facilities Maintenance	2,801,428	2,786,946	-0.5%	(14,482)	2,842,615	2.0%	55,669		
3100 Paratransit Program	5,088,359	4,461,839	-12.3%	(626,520)	4,622,507	3.6%	160,668		
3200 Operations	2,076,115	2,649,916	27.6%	573,801	2,740,869	3.4%	90,953		
3300 Bus Operators	16,387,910	17,069,239	4.2%	681,329	17,677,828	3.6%	608,589		
4100 Fleet Maintenance	8,052,047	8,043,643	-0.1%	(8,403)	8,138,459	1.2%	94,815		
9001 Cobra Benefits	-	-	0.0%	-	-	0.0%	-		
9005 Retired Employee Benefits	3,231,276	3,318,508	2.7%	87,232	3,460,908	4.3%	142,400		
700 SCCIC	250	250	0.0%	-	250	0.0%	-		
TOTAL OPERATING EXPENSES	46,678,989	48,077,820	3.0%	1,398,830	49,069,801	2.1%	991,981		

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET Administration - 1100

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17	BUDG FY18	BUDGET FY19	BUDG FY18	BUDG FY19
LABOR							
501011 Bus Operator Pay	-	-	0.0%	-	-	0.0%	-
501013 Bus Operator OT	-	-	0.0%	-	-	0.0%	-
501021 Other Salaries	388,034	402,408	3.7%	14,374	412,889	2.6%	10,481
501023 Other OT	9,805	6,500	-33.7%	(3,305)	6,669	2.6%	169
Totals	397,839	408,908	2.8%	11,069	419,558	2.6%	10,650
FRINGE BENEFITS							
502011 Medicare/Soc. Sec.	7,165	7,379	3.0%	214	7,570	2.6%	192
502021 Retirement	109,458	103,573	-5.4%	(5,885)	109,893	6.1%	6,320
502031 Medical Ins	94,839	96,493	1.7%	1,654	101,750	5.4%	5,257
502041 Dental Ins	5,245	5,222	-0.4%	(23)	5,378	3.0%	157
502045 Vision Ins	1,281	1,319	3.0%	38	1,359	3.0%	40
502051 Life Ins/AD&D	5,339	5,017	-6.0%	(322)	5,098	1.6%	81
502060 State Disability Ins (SDI)	3,415	3,223	-5.6%	(192)	3,407	5.7%	183
502061 Long Term Disability Ins	3,000	3,099	3.3%	99	3,215	3.7%	115
502071 State Unemployment Ins (SUI)	945	700	-26.0%	(245)	743	6.1%	43
502081 Worker's Comp Ins	12,537	11,260	-10.2%	(1,277)	11,598	3.0%	338
502101 Holiday Pay	14,902	15,458	3.7%	556	15,859	2.6%	401
502103 Floating Holiday	18,074	19,019	5.2%	945	19,459	2.3%	440
502109 Sick Leave	22,354	23,187	3.7%	833	23,789	2.6%	602
502111 Annual Leave	37,471	38,687	3.2%	1,216	39,710	2.6%	1,024
502121 Other Paid Absence	3,493	3,623	3.7%	130	3,717	2.6%	94
502251 Phys. Exams	-	-	0.0%	-	-	0.0%	-
502253 Driver Lic Renewal	-	-	0.0%	-	-	0.0%	-
502999 Other Fringe Benefits	10,761	10,761	0.0%	(0)	10,765	0.0%	3
Totals	350,279	348,022	-0.6%	(2,258)	363,311	4.4%	15,289

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET Administration - 1100

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17	BUDG FY18	BUDGET FY19	BUDG FY18	BUDG FY19
SERVICES							
503011 Accting/Audit Fees	-	-	0.0%	-	-	0.0%	-
503012 Admin/Bank Fees	-	-	0.0%	-	-	0.0%	-
503031 Prof/Technical Fees	226,580	379,900	67.7%	153,320	299,900	-21.1%	(80,000)
503032 Legislative Services	101,000	101,000	0.0%	-	101,000	0.0%	-
503033 Legal Services	-	-	0.0%	-	-	0.0%	-
503034 Pre-Employment Exams	-	-	0.0%	-	-	0.0%	-
503041 Temp Help	-	-	0.0%	-	-	0.0%	-
503161 Custodial Services	-	-	0.0%	-	-	0.0%	-
503162 Uniforms/Laundry	-	-	0.0%	-	-	0.0%	-
503171 Security Services	-	-	0.0%	-	-	0.0%	-
503221 Classified/Legal Ads	5,000	5,000	0.0%	-	5,000	0.0%	-
503222 Legal Ads	-	-	0.0%	-	-	0.0%	-
503225 Graphic Services	-	-	0.0%	-	-	0.0%	-
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	0.0%	-
503352 Repair - Equipment	3,357	3,500	4.3%	143	3,500	0.0%	-
503353 Repair - Rev Vehicle	-	-	0.0%	-	-	0.0%	-
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	0.0%	-
503363 Haz Mat Disposal	-	-	0.0%	-	-	0.0%	-
Totals	335,937	489,400	45.7%	153,463	409,400	-16.3%	(80,000)
MOBILE MATERIALS & SUPPLIES							
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	0.0%	-
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	0.0%	-
504021 Tires & Tubes	-	-	0.0%	-	-	0.0%	-
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%	-
504191 Rev Vehicle Parts	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 OPERATING BUDGET
 Administration - 1100

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY18 BUDG FY19
OTHER MATERIALS & SUPPLIES							
504205 Freight Out	-	-	0.0%	-	-	0.0%	-
504211 Postage & Mailing	4,200	4,500	7.1%	300	4,500	0.0%	-
504214 Promotional Items	-	-	0.0%	-	-	0.0%	-
504215 Printing	1,050	1,100	4.8%	50	1,100	0.0%	-
504217 Photo Supp/Process	-	-	0.0%	-	-	0.0%	-
504311 Office Supplies	15,500	18,000	16.1%	2,500	18,000	0.0%	-
504315 Safety Supplies	-	-	0.0%	-	-	0.0%	-
504317 Cleaning Supplies	-	-	0.0%	-	-	0.0%	-
504409 Repair/Maint Supplies	-	-	0.0%	-	-	0.0%	-
504417 Tenant Repairs	-	-	0.0%	-	-	0.0%	-
504421 Non-Inventory Parts	-	-	0.0%	-	-	0.0%	-
504511 Small Tools	-	-	0.0%	-	-	0.0%	-
504515 Employee Tool Replacement	-	-	0.0%	-	-	0.0%	-
Totals	20,750	23,600	13.7%	2,850	23,600	0.0%	-
UTILITIES							
505011 Gas & Electric	-	-	0.0%	-	-	0.0%	-
505021 Water & Garbage	-	-	0.0%	-	-	0.0%	-
505031 Telecommunications	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
CASUALTY & LIABILITY							
506011 Insurance - Property	-	-	0.0%	-	-	0.0%	-
506015 Insurance - PL/PD	-	-	0.0%	-	-	0.0%	-
506021 Insurance - Other	-	-	0.0%	-	-	0.0%	-
506123 Settlement Costs	-	-	0.0%	-	-	0.0%	-
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 OPERATING BUDGET
 Administration - 1100

ACCOUNT	Jun-16 BUDGET FY17	Jun-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Jun-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
TAXES							
507051 Fuel Tax	-	-	0.0%	-	-	0.0%	-
507201 Licenses & Permits	-	-	0.0%	-	-	0.0%	-
507999 Other Taxes	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PURCHASED TRANS.							
503406 Contract/Paratransit	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
MISC EXPENSE							
509011 Dues/Subscriptions	71,475	70,950	-0.7%	(525)	70,950	0.0%	-
509081 Advertising - District Promo	500	-	-100.0%	(500)	-	0.0%	-
509101 Employee Incentive Program	15,000	15,000	0.0%	-	15,000	0.0%	-
509121 Employee Training	1,600	2,000	25.0%	400	2,000	0.0%	-
509122 BOD Travel	3,000	8,000	166.7%	5,000	8,000	0.0%	-
509123 Travel	20,000	20,000	0.0%	-	20,000	0.0%	-
509125 Local Meeting Expense	6,500	10,000	53.8%	3,500	10,000	0.0%	-
509127 Board Director Fees	12,600	12,600	0.0%	-	12,600	0.0%	-
509150 Contributions	-	-	0.0%	-	-	0.0%	-
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%	-
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%	-
Totals	130,675	138,550	6.0%	7,875	138,550	0.0%	-
LEASES & RENTALS							
512011 Facility Lease	-	-	0.0%	-	-	0.0%	-
512061 Equipment Rental	2,000	2,000	0.0%	-	2,000	0.0%	-
Totals	2,000	2,000	0.0%	-	2,000	0.0%	-
PERSONNEL TOTAL							
	748,119	756,930	1.2%	8,811	782,869	3.4%	25,939
NON-PERSONNEL TOTAL							
	489,362	653,550	33.6%	164,188	573,550	-12.2%	(80,000)
DEPARTMENT TOTALS							
	1,237,481	1,410,480	14.0%	172,999	1,356,419	-3.8%	(54,061)

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 OPERATING BUDGET**

Finance - 1200

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19
LABOR									
501011 Bus Operator Pay	-	-	0.0%	-	-	0.0%	-	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	-	0.0%	-	-	0.0%
501021 Other Salaries	501,838	607,589	21.1%	105,750	607,589	0.0%	-	607,589	0.0%
501023 Other OT	5,000	2,400	-52.0%	(2,600)	2,400	0.0%	-	2,400	0.0%
Totals	506,838	609,989	20.4%	103,150	609,989	0.0%	-	609,989	0.0%
FRINGE BENEFITS									
502011 Medicare/Soc. Sec.	9,059	10,942	20.8%	1,883	10,942	0.0%	-	10,942	0.0%
502021 Retirement	140,073	179,029	27.8%	38,956	188,808	5.5%	9,779	188,808	5.5%
502031 Medical Ins	158,751	199,295	25.5%	40,545	209,260	5.0%	9,965	209,260	5.0%
502041 Dental Ins	10,981	12,837	16.9%	1,855	13,222	3.0%	385	13,222	3.0%
502045 Vision Ins	2,241	2,638	17.7%	397	2,717	3.0%	79	2,717	3.0%
502051 Life Ins/AD&D	1,027	1,036	0.8%	8	1,067	3.0%	31	1,067	3.0%
502060 State Disability Ins (SDI)	5,580	6,235	11.7%	655	6,483	4.0%	249	6,483	4.0%
502061 Long Term Disability Ins	4,234	4,953	17.0%	719	5,101	3.0%	149	5,101	3.0%
502071 State Unemployment Ins (SUI)	1,654	1,400	-15.4%	(254)	1,485	6.1%	85	1,485	6.1%
502081 Worker's Comp Ins	17,552	19,706	12.3%	2,154	20,297	3.0%	591	20,297	3.0%
502101 Holiday Pay	18,774	22,775	21.3%	4,001	22,775	0.0%	-	22,775	0.0%
502103 Floating Holiday	10,585	11,521	8.8%	936	11,521	0.0%	-	11,521	0.0%
502109 Sick Leave	28,162	34,163	21.3%	6,001	34,163	0.0%	-	34,163	0.0%
502111 Annual Leave	56,031	70,837	26.4%	14,806	70,837	0.0%	-	70,837	0.0%
502121 Other Paid Absence	4,400	5,338	21.3%	938	5,338	0.0%	-	5,338	0.0%
502251 Phys. Exams	-	-	0.0%	-	-	0.0%	-	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	-	0.0%	-	-	0.0%
502999 Other Fringe Benefits	4,095	4,122	0.7%	27	4,129	0.2%	7	4,129	0.2%
Totals	473,200	586,826	24.0%	113,627	608,146	3.6%	21,319	608,146	3.6%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET

Finance - 1200

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY18	BUDG FY18	BUDGET FY18	BUDG FY18	BUDG FY18	BUDGET FY19	BUDG FY19
SERVICES									
503011 Accting/Audit Fees	95,000	95,000	0.0%	-	95,000	0.0%	-	95,000	0.0%
503012 Admin/Bank Fees	372,880	380,500	2.0%	7,620	389,640	2.4%	9,140	389,640	2.4%
503031 Prof/Technical Fees	17,500	42,500	142.9%	25,000	4,500	-89.4%	(38,000)	4,500	-89.4%
503032 Legislative Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503033 Legal Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	-	0.0%	-	-	0.0%
503041 Temp Help	-	-	0.0%	-	-	0.0%	-	-	0.0%
503161 Custodial Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	-	0.0%	-	-	0.0%
503171 Security Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	-	0.0%	-	-	0.0%
503222 Legal Ads	-	-	0.0%	-	-	0.0%	-	-	0.0%
503225 Graphic Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	0.0%	-	-	0.0%
503352 Repair - Equipment	-	-	0.0%	-	-	0.0%	-	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	-	0.0%	-	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	0.0%	-	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	485,380	518,000	6.7%	32,620	489,140	-5.6%	(28,860)	489,140	-5.6%
MOBILE MATERIALS & SUPPLIES									
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	0.0%	-	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	0.0%	-	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	-	0.0%	-	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 OPERATING BUDGET**

Finance - 1200

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY18	BUDG FY17	BUDGET FY19	BUDG FY19	BUDG FY18	BUDGET FY19	BUDG FY19
OTHER MATERIALS & SUPPLIES									
504205 Freight Out	-	-	0.0%	-	-	0.0%	-	-	0.0%
504211 Postage & Mailing	-	-	0.0%	-	-	0.0%	-	-	0.0%
504214 Promotional Items	-	-	0.0%	-	-	0.0%	-	-	0.0%
504215 Printing	750	750	0.0%	-	750	0.0%	-	750	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	-	0.0%	-	-	0.0%
504311 Office Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504315 Safety Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504417 Tenant Repairs	-	-	0.0%	-	-	0.0%	-	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	-	0.0%	-	-	0.0%
504511 Small Tools	-	-	0.0%	-	-	0.0%	-	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	750	750	0.0%	-	750	0.0%	-	750	0.0%
UTILITIES									
505011 Gas & Electric	-	-	0.0%	-	-	0.0%	-	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	-	0.0%	-	-	0.0%
505031 Telecommunications	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%
CASUALTY & LIABILITY									
506011 Insurance - Property	61,737	61,737	0.0%	-	62,971	2.0%	1,234	62,971	2.0%
506015 Insurance - PL/PD	248,794	320,777	28.9%	71,983	352,855	10.0%	32,078	352,855	10.0%
506021 Insurance - Other	-	50,000	100.0%	50,000	50,000	0.0%	-	50,000	0.0%
506123 Settlement Costs	-	-	0.0%	-	-	0.0%	-	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	310,531	432,514	39.3%	121,983	465,826	7.7%	33,312	465,826	7.7%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 OPERATING BUDGET**

Finance - 1200

ACCOUNT	Jun-16 BUDGET FY17	Jun-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Jun-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
TAXES							
507051 Fuel Tax	-	-	0.0%	-	-	0.0%	-
507201 Licenses & Permits	-	-	0.0%	-	-	0.0%	-
507999 Other Taxes	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PURCHASED TRANS.							
503406 Contract/Paratransit	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
MISC EXPENSE							
509011 Dues/Subscriptions	980	980	0.0%	-	980	0.0%	-
509081 Advertising - District Promo	-	-	0.0%	-	-	0.0%	-
509101 Employee Incentive Program	-	-	0.0%	-	-	0.0%	-
509121 Employee Training	2,900	2,900	0.0%	-	3,100	6.9%	200
509122 BOD Travel	-	-	0.0%	-	-	0.0%	-
509123 Travel	9,500	9,500	0.0%	-	7,500	-21.1%	(2,000)
509125 Local Meeting Expense	-	-	0.0%	-	-	0.0%	-
509127 Board Director Fees	-	-	0.0%	-	-	0.0%	-
509150 Contributions	-	-	0.0%	-	-	0.0%	-
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%	-
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%	-
Totals	13,380	13,380	0.0%	-	11,580	-13.5%	(1,800)
LEASES & RENTALS							
512011 Facility Lease	-	-	0.0%	-	-	0.0%	-
512061 Equipment Rental	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PERSONNEL TOTAL							
	980,038	1,196,815	22.1%	216,777	1,218,134	1.8%	21,319
NON-PERSONNEL TOTAL							
	810,041	964,644	19.1%	154,603	967,296	0.3%	2,652
DEPARTMENT TOTALS	1,790,079	2,161,459	20.7%	371,380	2,185,430	1.1%	23,971

Finance - 1200

6/14/2017

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET

Customer Service - 1300

ACCOUNT	Jun-16	Jun-17	% CHANGE		\$ CHANGE		Jun-17	% CHANGE		\$ CHANGE	
	BUDGET FY17	BUDGET FY18	BUDG FY17	BUDG FY18	BUDG FY17	BUDG FY18	BUDGET FY19	BUDG FY18	BUDG FY19	BUDG FY18	BUDG FY19
LABOR											
501011 Bus Operator Pay	-	-	0.0%	-	-	-	-	0.0%	-	-	-
501013 Bus Operator OT	-	-	0.0%	-	-	-	-	0.0%	-	-	-
501021 Other Salaries	367,729	507,609	38.0%	139,879	517,314	9,705	1.9%	9,705	1.9%	9,705	9,705
501023 Other OT	9,729	14,288	46.9%	4,558	14,561	273	1.9%	273	1.9%	273	273
Totals	377,459	521,897	38.3%	144,438	531,875	9,978	1.9%	9,978	1.9%	9,978	9,978
FRINGE BENEFITS											
502011 Medicare/Soc. Sec.	6,324	9,122	44.2%	2,798	9,289	168	1.8%	168	1.8%	168	168
502021 Retirement	96,362	146,319	51.8%	49,957	157,145	10,826	7.4%	10,826	7.4%	10,826	10,826
502031 Medical Ins	190,801	283,283	48.5%	92,482	296,661	13,378	4.7%	13,378	4.7%	13,378	13,378
502041 Dental Ins	13,045	14,997	15.0%	1,952	15,447	450	3.0%	450	3.0%	450	450
502045 Vision Ins	2,561	3,957	54.5%	1,396	4,076	119	3.0%	119	3.0%	119	119
502051 Life Ins/AD&D	937	1,243	32.6%	306	1,280	37	3.0%	37	3.0%	37	37
502060 State Disability Ins (SDI)	4,164	5,662	36.0%	1,498	5,939	277	4.9%	277	4.9%	277	277
502061 Long Term Disability Ins	3,354	4,987	48.7%	1,634	5,233	246	4.9%	246	4.9%	246	246
502071 State Unemployment Ins (SUI)	1,891	2,100	11.1%	209	2,228	128	6.1%	128	6.1%	128	128
502081 Worker's Comp Ins	17,552	36,596	108.5%	19,044	37,694	1,098	3.0%	1,098	3.0%	1,098	1,098
502101 Holiday Pay	12,975	18,580	43.2%	5,605	18,928	347	1.9%	347	1.9%	347	347
502103 Floating Holiday	-	-	0.0%	-	-	-	0.0%	-	0.0%	-	-
502109 Sick Leave	19,463	27,871	43.2%	8,408	28,392	521	1.9%	521	1.9%	521	521
502111 Annual Leave	48,170	56,371	17.0%	8,201	57,006	635	1.1%	635	1.1%	635	635
502121 Other Paid Absence	3,041	4,355	43.2%	1,314	4,436	81	1.9%	81	1.9%	81	81
502251 Phys. Exams	-	-	0.0%	-	-	-	0.0%	-	0.0%	-	-
502253 Driver Lic Renewal	-	-	0.0%	-	-	-	0.0%	-	0.0%	-	-
502999 Other Fringe Benefits	223	334	49.7%	111	344	10	3.0%	10	3.0%	10	10
Totals	420,864	615,776	46.3%	194,913	644,098	28,322	4.6%	28,322	4.6%	28,322	28,322

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET

Customer Service - 1300

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY17 BUDG FY19	BUDG FY17 BUDG FY19	BUDGET FY19	BUDG FY17 BUDG FY19
SERVICES									
503011	-	-	0.0%	-	-	0.0%	-	-	0.0%
503012	-	-	0.0%	-	-	0.0%	-	-	0.0%
503031	8,000	9,500	18.8%	1,500	9,500	0.0%	-	-	0.0%
503032	-	-	0.0%	-	-	0.0%	-	-	0.0%
503033	-	-	0.0%	-	-	0.0%	-	-	0.0%
503034	-	-	0.0%	-	-	0.0%	-	-	0.0%
503041	-	-	0.0%	-	-	0.0%	-	-	0.0%
503161	-	-	0.0%	-	-	0.0%	-	-	0.0%
503162	-	200	100.0%	200	200	0.0%	-	-	0.0%
503171	-	-	0.0%	-	-	0.0%	-	-	0.0%
503221	200	-	-100.0%	(200)	-	0.0%	-	-	0.0%
503222	-	-	0.0%	-	-	0.0%	-	-	0.0%
503225	5,500	-	-100.0%	(5,500)	-	0.0%	-	-	0.0%
503351	-	-	0.0%	-	-	0.0%	-	-	0.0%
503352	3,400	2,500	-26.5%	(900)	2,500	0.0%	-	-	0.0%
503353	-	-	0.0%	-	-	0.0%	-	-	0.0%
503354	-	-	0.0%	-	-	0.0%	-	-	0.0%
503363	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	17,100	12,200	-28.7%	(4,900)	12,200	0.0%	(4,900)	12,200	0.0%
MOBILE MATERIALS & SUPPLIES									
504011	-	-	0.0%	-	-	0.0%	-	-	0.0%
504012	-	-	0.0%	-	-	0.0%	-	-	0.0%
504021	-	-	0.0%	-	-	0.0%	-	-	0.0%
504161	-	-	0.0%	-	-	0.0%	-	-	0.0%
504191	1,600	500	-68.8%	(1,100)	500	0.0%	-	500	0.0%
Totals	1,600	500	-68.8%	(1,100)	500	0.0%	(1,100)	500	0.0%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET

Customer Service - 1300

ACCOUNT	Jun-16	Jun-17	% CHANGE		\$ CHANGE		Jun-17	% CHANGE		\$ CHANGE		
	BUDGET FY17	BUDGET FY18	BUDG FY17	BUDG FY18	BUDG FY17	BUDG FY18	BUDGET FY19	BUDG FY17	BUDG FY18	BUDG FY17	BUDG FY18	
OTHER MATERIALS & SUPPLIES												
504205 Freight Out	-	-	0.0%	-	-	-	-	0.0%	-	-	-	
504211 Postage & Mailing	3,500	4,700	34.3%	1,200	1,200	4,700	0.0%	-	-	-	-	
504214 Promotional Items	1,200	-	-100.0%	(1,200)	(1,200)	-	0.0%	-	-	-	-	
504215 Printing	35,000	-	-100.0%	(35,000)	(35,000)	-	0.0%	-	-	-	-	
504217 Photo Supp/Process	1,000	1,500	50.0%	500	500	1,500	0.0%	-	-	-	-	
504311 Office Supplies	3,000	7,500	150.0%	4,500	4,500	5,500	-26.7%	(2,000)	(2,000)	-	-	
504315 Safety Supplies	-	-	0.0%	-	-	-	0.0%	-	-	-	-	
504317 Cleaning Supplies	-	-	0.0%	-	-	-	0.0%	-	-	-	-	
504409 Repair/Maint Supplies	-	-	0.0%	-	-	-	0.0%	-	-	-	-	
504417 Tenant Repairs	-	-	0.0%	-	-	-	0.0%	-	-	-	-	
504421 Non-Inventory Parts	-	-	0.0%	-	-	-	0.0%	-	-	-	-	
504511 Small Tools	-	-	0.0%	-	-	-	0.0%	-	-	-	-	
504515 Employee Tool Replacement	-	-	0.0%	-	-	-	0.0%	-	-	-	-	
Totals	43,700	13,700	-68.6%	(30,000)	(30,000)	11,700	-14.6%	(2,000)	(2,000)	-	-	
UTILITIES												
505011 Gas & Electric	-	-	0.0%	-	-	-	-	0.0%	-	-	-	
505021 Water & Garbage	-	-	0.0%	-	-	-	-	0.0%	-	-	-	
505031 Telecommunications	-	-	0.0%	-	-	-	-	0.0%	-	-	-	
Totals	-	-	0.0%	-	-	-	0.0%	-	-	-	-	
CASUALTY & LIABILITY												
506011 Insurance - Property	-	-	0.0%	-	-	-	-	0.0%	-	-	-	
506015 Insurance - PL/PD	-	-	0.0%	-	-	-	-	0.0%	-	-	-	
506021 Insurance - Other	-	-	0.0%	-	-	-	-	0.0%	-	-	-	
506123 Settlement Costs	-	-	0.0%	-	-	-	-	0.0%	-	-	-	
506127 Repairs - District Prop	-	-	0.0%	-	-	-	-	0.0%	-	-	-	
Totals	-	-	0.0%	-	-	-	0.0%	-	-	-	-	

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 OPERATING BUDGET**

Customer Service - 1300

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY18 BUDG FY19
TAXES							
507051 Fuel Tax	-	-	0.0%	-	-	0.0%	-
507201 Licenses & Permits	2,500	4,752	90.1%	2,252	5,040	6.1%	288
507999 Other Taxes	-	-	0.0%	-	-	0.0%	-
Totals	2,500	4,752	90.1%	2,252	5,040	6.1%	288
PURCHASED TRANS.							
503406 Contract/Paratransit	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
MISC EXPENSE							
509011 Dues/Subscriptions	-	-	0.0%	-	-	0.0%	-
509081 Advertising - District Promo	30,000	-	-100.0%	(30,000)	-	0.0%	-
509101 Employee Incentive Program	-	-	0.0%	-	-	0.0%	-
509121 Employee Training	1,000	3,500	250.0%	2,500	3,500	0.0%	-
509122 BOD Travel	-	-	0.0%	-	-	0.0%	-
509123 Travel	1,500	5,000	233.3%	3,500	5,000	0.0%	-
509125 Local Meeting Expense	-	-	0.0%	-	-	0.0%	-
509127 Board Director Fees	-	-	0.0%	-	-	0.0%	-
509150 Contributions	-	-	0.0%	-	-	0.0%	-
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%	-
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%	-
Totals	32,500	8,500	-73.8%	(24,000)	8,500	0.0%	-
LEASES & RENTALS							
512011 Facility Lease	-	-	0.0%	-	-	0.0%	-
512061 Equipment Rental	4,500	4,900	8.9%	400	4,900	0.0%	-
Totals	4,500	4,900	8.9%	400	4,900	0.0%	-
PERSONNEL TOTAL							
	798,322	1,137,673	42.5%	339,350	1,175,973	3.4%	38,300
NON-PERSONNEL TOTAL							
	101,900	44,552	-56.3%	(57,348)	42,840	-3.8%	(1,712)
DEPARTMENT TOTALS	900,222	1,182,225	31.3%	282,002	1,218,813	3.1%	36,588

6/14/2017

Customer Service - 1300

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET Human Resources - 1400

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY18 BUDG FY19
LABOR							
501011 Bus Operator Pay	-	-	0.0%	-	-	0.0%	-
501013 Bus Operator OT	-	-	0.0%	-	-	0.0%	-
501021 Other Salaries	336,041	398,074	18.5%	62,033	410,495	3.1%	12,420
501023 Other OT	4,000	4,500	12.5%	500	4,640	3.1%	140
Totals	340,041	402,574	18.4%	62,533	415,135	3.1%	12,561
FRINGE BENEFITS							
502011 Medicare/Soc. Sec.	6,127	7,200	17.5%	1,073	7,450	3.5%	250
502021 Retirement	94,594	117,107	23.8%	22,512	127,790	9.1%	10,683
502031 Medical Ins	67,530	118,200	75.0%	50,670	124,879	5.7%	6,680
502041 Dental Ins	4,883	6,766	38.6%	1,883	6,969	3.0%	203
502045 Vision Ins	1,601	1,979	23.6%	378	2,038	3.0%	59
502051 Life Ins/AD&D	796	621	-22.0%	(175)	640	3.0%	19
502060 State Disability Ins (SDI)	3,853	4,379	13.7%	526	4,645	6.1%	266
502061 Long Term Disability Ins	3,206	3,723	16.1%	517	3,875	4.1%	152
502071 State Unemployment Ins (SUI)	1,182	1,050	-11.2%	(132)	1,114	6.1%	64
502081 Worker's Comp Ins	12,537	14,076	12.3%	1,539	14,498	3.0%	422
502101 Holiday Pay	12,831	15,079	17.5%	2,248	15,604	3.5%	525
502103 Floating Holiday	9,767	8,882	-9.1%	(885)	9,326	5.0%	444
502109 Sick Leave	19,246	22,619	17.5%	3,372	23,407	3.5%	788
502111 Annual Leave	37,666	43,857	16.4%	6,191	46,632	6.3%	2,775
502121 Other Paid Absence	3,007	3,534	17.5%	527	3,657	3.5%	123
502251 Phys. Exams	-	-	0.0%	-	-	0.0%	-
502253 Driver Lic Renewal	-	-	0.0%	-	-	0.0%	-
502999 Other Fringe Benefits	5,240	4,067	-22.4%	(1,173)	4,072	0.1%	5
Totals	284,066	373,138	31.4%	89,072	396,596	6.3%	23,458

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET

Human Resources - 1400

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY17 BUDG FY18
SERVICES									
503011 Acting/Audit Fees	-	-	0.0%	-	-	0.0%	-	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	-	0.0%	-	-	0.0%
503031 Prof/Technical Fees	21,800	55,900	156.4%	34,100	55,900	0.0%	-	-	0.0%
503032 Legislative Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503033 Legal Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503034 Pre-Employment Exams	5,000	5,500	10.0%	500	5,500	0.0%	-	-	0.0%
503041 Temp Help	-	-	0.0%	-	-	0.0%	-	-	0.0%
503161 Custodial Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	-	0.0%	-	-	0.0%
503171 Security Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503221 Classified/Legal Ads	6,000	7,000	16.7%	1,000	7,000	0.0%	-	-	0.0%
503222 Legal Ads	-	-	0.0%	-	-	0.0%	-	-	0.0%
503225 Graphic Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	0.0%	-	-	0.0%
503352 Repair - Equipment	-	-	0.0%	-	-	0.0%	-	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	-	0.0%	-	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	0.0%	-	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	32,800	68,400	108.5%	35,600	68,400	0.0%	0.0%	68,400	0.0%
MOBILE MATERIALS & SUPPLIES									
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	0.0%	-	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	0.0%	-	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	-	0.0%	-	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	0.0%	-	0.0%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET

Human Resources - 1400

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY18 BUDG FY19
OTHER MATERIALS & SUPPLIES							
504205 Freight Out	-	-	0.0%	-	-	0.0%	-
504211 Postage & Mailing	-	-	0.0%	-	-	0.0%	-
504214 Promotional Items	-	-	0.0%	-	-	0.0%	-
504215 Printing	-	-	0.0%	-	2,000	100.0%	2,000
504217 Photo Supp/Process	-	-	0.0%	-	-	0.0%	-
504311 Office Supplies	-	-	0.0%	-	-	0.0%	-
504315 Safety Supplies	-	-	0.0%	-	-	0.0%	-
504317 Cleaning Supplies	-	-	0.0%	-	-	0.0%	-
504409 Repair/Maint Supplies	-	-	0.0%	-	-	0.0%	-
504417 Tenant Repairs	-	-	0.0%	-	-	0.0%	-
504421 Non-Inventory Parts	-	-	0.0%	-	-	0.0%	-
504511 Small Tools	-	-	0.0%	-	-	0.0%	-
504515 Employee Tool Replacement	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	2,000	100.0%	2,000
UTILITIES							
505011 Gas & Electric	-	-	0.0%	-	-	0.0%	-
505021 Water & Garbage	-	-	0.0%	-	-	0.0%	-
505031 Telecommunications	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
CASUALTY & LIABILITY							
506011 Insurance - Property	-	-	0.0%	-	-	0.0%	-
506015 Insurance - PL/PD	-	-	0.0%	-	-	0.0%	-
506021 Insurance - Other	-	-	0.0%	-	-	0.0%	-
506123 Settlement Costs	-	-	0.0%	-	-	0.0%	-
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET Human Resources - 1400

ACCOUNT	Jun-16 BUDGET FY17	Jun-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Jun-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
TAXES							
507051 Fuel Tax	-	-	0.0%	-	-	0.0%	-
507201 Licenses & Permits	-	-	0.0%	-	-	0.0%	-
507999 Other Taxes	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PURCHASED TRANS.							
503406 Contract/Paratransit	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
MISC EXPENSE							
509011 Dues/Subscriptions	1,800	2,350	30.6%	550	2,350	0.0%	-
509081 Advertising - District Promo	-	-	0.0%	-	-	0.0%	-
509101 Employee Incentive Program	-	-	0.0%	-	-	0.0%	-
509121 Employee Training	24,000	24,000	0.0%	-	24,000	0.0%	-
509122 BOD Travel	-	-	0.0%	-	-	0.0%	-
509123 Travel	6,260	2,500	-60.1%	(3,760)	2,500	0.0%	-
509125 Local Meeting Expense	20	300	1400.0%	280	300	0.0%	-
509127 Board Director Fees	-	-	0.0%	-	-	0.0%	-
509150 Contributions	-	-	0.0%	-	-	0.0%	-
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%	-
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%	-
Totals	32,080	29,150	-9.1%	(2,930)	29,150	0.0%	-
LEASES & RENTALS							
512011 Facility Lease	-	-	0.0%	-	-	0.0%	-
512061 Equipment Rental	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PERSONNEL TOTAL	624,108	775,712	24.3%	151,605	811,731	4.6%	36,019
NON-PERSONNEL TOTAL	64,880	97,550	50.4%	32,670	99,550	2.1%	2,000
DEPARTMENT TOTALS	688,988	873,261	26.7%	184,274	911,280	4.4%	38,019

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 OPERATING BUDGET
 Information Technology - 1500

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY18 BUDG FY19
LABOR							
501011 Bus Operator Pay	-	-	0.0%	-	-	0.0%	-
501013 Bus Operator OT	-	-	0.0%	-	-	0.0%	-
501021 Other Salaries	402,369	410,649	2.1%	8,280	414,329	0.9%	3,680
501023 Other OT	1,512	1,627	7.6%	114	1,641	0.9%	15
Totals	403,881	412,276	2.1%	8,395	415,970	0.9%	3,694
FRINGE BENEFITS							
502011 Medicare/Soc. Sec.	6,967	7,429	6.6%	462	7,496	0.9%	67
502021 Retirement	108,245	121,547	12.3%	13,303	129,340	6.4%	7,793
502031 Medical Ins	125,907	121,429	-3.6%	(4,479)	127,500	5.0%	6,071
502041 Dental Ins	7,336	6,637	-9.5%	(699)	6,836	3.0%	199
502045 Vision Ins	1,601	1,649	3.0%	48	1,698	3.0%	49
502051 Life Ins/AD&D	982	828	-15.7%	(154)	853	3.0%	25
502060 State Disability Ins (SDI)	4,311	4,258	-1.2%	(53)	4,490	5.5%	232
502061 Long Term Disability Ins	3,117	3,739	20.0%	623	3,891	4.0%	151
502071 State Unemployment Ins (SUI)	1,182	875	-26.0%	(307)	835	-4.5%	(40)
502081 Worker's Comp Ins	12,537	14,076	12.3%	1,539	14,498	3.0%	422
502101 Holiday Pay	14,737	15,714	6.6%	977	15,855	0.9%	141
502103 Floating Holiday	14,190	14,896	5.0%	706	15,090	1.3%	194
502109 Sick Leave	22,106	23,571	6.6%	1,465	23,783	0.9%	212
502111 Annual Leave	53,102	42,190	-20.6%	(10,913)	42,525	0.8%	336
502121 Other Paid Absence	3,454	3,683	6.6%	229	3,716	0.9%	33
502251 Phys. Exams	-	-	0.0%	-	-	0.0%	-
502253 Driver Lic Renewal	-	-	0.0%	-	-	0.0%	-
502999 Other Fringe Benefits	5,994	5,989	-0.1%	(5)	5,993	0.1%	4
Totals	385,768	388,509	0.7%	2,741	404,401	4.1%	15,892

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET Information Technology - 1500

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY17 BUDG FY18
SERVICES									
503011 Acting/Audit Fees	-	-	0.0%	-	-	0.0%	-	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	-	0.0%	-	-	0.0%
503031 Prof/Technical Fees	16,375	16,400	0.2%	25	6,400	-61.0%	(10,000)		
503032 Legislative Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503033 Legal Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	-	0.0%	-	-	0.0%
503041 Temp Help	-	-	0.0%	-	-	0.0%	-	-	0.0%
503161 Custodial Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	-	0.0%	-	-	0.0%
503171 Security Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	-	0.0%	-	-	0.0%
503222 Legal Ads	-	-	0.0%	-	-	0.0%	-	-	0.0%
503225 Graphic Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	0.0%	-	-	0.0%
503352 Repair - Equipment	266,660	295,800	10.9%	29,140	306,600	3.7%	10,800		
503353 Repair - Rev Vehicle	-	-	0.0%	-	-	0.0%	-	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	0.0%	-	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	283,035	312,200	10.3%	29,165	313,000	0.3%	800		
MOBILE MATERIALS & SUPPLIES									
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	0.0%	-	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	0.0%	-	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	-	0.0%	-	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET Information Technology - 1500

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY17 BUDG FY18
OTHER MATERIALS & SUPPLIES									
504205 Freight Out	-	-	0.0%	-	-	0.0%	-	-	0.0%
504211 Postage & Mailing	-	-	0.0%	-	-	0.0%	-	-	0.0%
504214 Promotional Items	-	-	0.0%	-	-	0.0%	-	-	0.0%
504215 Printing	-	-	0.0%	-	-	0.0%	-	-	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	-	0.0%	-	-	0.0%
504311 Office Supplies	30,800	30,800	0.0%	-	30,800	0.0%	-	-	0.0%
504315 Safety Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504417 Tenant Repairs	-	-	0.0%	-	-	0.0%	-	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	-	0.0%	-	-	0.0%
504511 Small Tools	-	-	0.0%	-	-	0.0%	-	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	30,800	30,800	0.0%	-	30,800	0.0%	-	30,800	0.0%
UTILITIES									
505011 Gas & Electric	-	-	0.0%	-	-	0.0%	-	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	-	0.0%	-	-	0.0%
505031 Telecommunications	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%
CASUALTY & LIABILITY									
506011 Insurance - Property	-	-	0.0%	-	-	0.0%	-	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	-	0.0%	-	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	-	0.0%	-	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	-	0.0%	-	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET Information Technology - 1500

ACCOUNT	Jun-16 BUDGET FY17	Jun-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Jun-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
TAXES							
507051 Fuel Tax	-	-	0.0%	-	-	0.0%	-
507201 Licenses & Permits	-	-	0.0%	-	-	0.0%	-
507999 Other Taxes	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PURCHASED TRANS.							
503406 Contract/Paratransit	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
MISC EXPENSE							
509011 Dues/Subscriptions	-	-	0.0%	-	-	0.0%	-
509081 Advertising - District Promo	-	-	0.0%	-	-	0.0%	-
509101 Employee Incentive Program	-	-	0.0%	-	-	0.0%	-
509121 Employee Training	2,000	1,100	-45.0%	(900)	1,100	0.0%	-
509122 BOD Travel	-	-	0.0%	-	-	0.0%	-
509123 Travel	1,000	2,000	100.0%	1,000	2,000	0.0%	-
509125 Local Meeting Expense	-	-	0.0%	-	-	0.0%	-
509127 Board Director Fees	-	-	0.0%	-	-	0.0%	-
509150 Contributions	-	-	0.0%	-	-	0.0%	-
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%	-
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%	-
Totals	3,000	3,100	3.3%	100	3,100	0.0%	-
LEASES & RENTALS							
512011 Facility Lease	-	-	0.0%	-	-	0.0%	-
512061 Equipment Rental	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PERSONNEL TOTAL							
	789,649	800,785	1.4%	11,136	820,371	2.4%	19,586
NON-PERSONNEL TOTAL							
	316,835	346,100	9.2%	29,265	346,900	0.2%	800
DEPARTMENT TOTALS	1,106,484	1,146,885	3.7%	40,401	1,167,271	1.8%	20,386

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET Planning, Grants, Governmental Affairs - 1600

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY18 BUDG FY19
LABOR							
501011 Bus Operator Pay	-	-	0.0%	-	-	0.0%	-
501013 Bus Operator OT	-	-	0.0%	-	-	0.0%	-
501021 Other Salaries	373,413	373,890	0.1%	477	382,794	2.4%	8,904
501023 Other OT	10,006	10,134	1.3%	128	10,375	2.4%	241
Totals	383,419	384,024	0.2%	605	393,169	2.4%	9,145
FRINGE BENEFITS							
502011 Medicare/Soc. Sec.	6,761	6,846	1.3%	85	7,007	2.4%	162
502021 Retirement	103,117	109,950	6.6%	6,833	118,697	8.0%	8,747
502031 Medical Ins	133,887	130,053	-2.9%	(3,834)	136,014	4.6%	5,961
502041 Dental Ins	8,974	7,435	-17.2%	(1,539)	7,658	3.0%	223
502045 Vision Ins	1,601	1,649	3.0%	48	1,698	3.0%	49
502051 Life Ins/AD&D	689	621	-9.9%	(68)	640	3.0%	19
502060 State Disability Ins (SDI)	4,246	3,972	-6.5%	(275)	4,225	6.4%	254
502061 Long Term Disability Ins	2,863	2,979	4.1%	116	3,068	3.0%	89
502071 State Unemployment Ins (SUI)	1,182	875	-26.0%	(307)	928	6.1%	53
502081 Worker's Comp Ins	16,298	14,076	-13.6%	(2,222)	14,498	3.0%	422
502101 Holiday Pay	13,018	13,863	6.5%	845	14,199	2.4%	336
502103 Floating Holiday	5,479	5,868	7.1%	389	5,867	0.0%	(1)
502109 Sick Leave	19,527	20,795	6.5%	1,267	21,299	2.4%	504
502111 Annual Leave	41,780	44,311	6.1%	2,530	45,409	2.5%	1,098
502121 Other Paid Absence	3,051	3,249	6.5%	198	3,328	2.4%	79
502251 Phys. Exams	-	-	0.0%	-	-	0.0%	-
502253 Driver Lic Renewal	-	-	0.0%	-	-	0.0%	-
502999 Other Fringe Benefits	2,089	2,089	0.0%	(0)	2,093	0.2%	4
Totals	364,563	368,629	1.1%	4,066	386,629	4.9%	17,999

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET Planning, Grants, Governmental Affairs - 1600

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY18 BUDG FY19
SERVICES							
503011 Acting/Audit Fees	-	-	0.0%	-	-	0.0%	-
503012 Admin/Bank Fees	-	-	0.0%	-	-	0.0%	-
503031 Prof/Technical Fees	74,079	379,079	411.7%	305,000	70,000	-81.5%	(309,079)
503032 Legislative Services	-	-	0.0%	-	-	0.0%	-
503033 Legal Services	-	-	0.0%	-	-	0.0%	-
503034 Pre-Employment Exams	-	-	0.0%	-	-	0.0%	-
503041 Temp Help	-	-	0.0%	-	-	0.0%	-
503161 Custodial Services	-	-	0.0%	-	-	0.0%	-
503162 Uniforms/Laundry	-	-	0.0%	-	-	0.0%	-
503171 Security Services	-	-	0.0%	-	-	0.0%	-
503221 Classified/Legal Ads	-	-	0.0%	-	-	0.0%	-
503222 Legal Ads	-	-	0.0%	-	-	0.0%	-
503225 Graphic Services	-	-	0.0%	-	-	0.0%	-
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	0.0%	-
503352 Repair - Equipment	-	-	0.0%	-	-	0.0%	-
503353 Repair - Rev Vehicle	-	-	0.0%	-	-	0.0%	-
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	0.0%	-
503363 Haz Mat Disposal	-	-	0.0%	-	-	0.0%	-
Totals	74,079	379,079	411.7%	305,000	70,000	-81.5%	(309,079)
MOBILE MATERIALS & SUPPLIES							
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	0.0%	-
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	0.0%	-
504021 Tires & Tubes	-	-	0.0%	-	-	0.0%	-
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%	-
504191 Rev Vehicle Parts	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET Planning, Grants, Governmental Affairs - 1600

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE	Jun-17	\$ CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY18 BUDG FY19	BUDGET FY19	BUDG FY18 BUDG FY19
OTHER MATERIALS & SUPPLIES									
504205 Freight Out	-	-	0.0%	-	-	0.0%	-	-	0.0%
504211 Postage & Mailing	-	-	0.0%	-	-	0.0%	-	-	0.0%
504214 Promotional Items	-	-	0.0%	-	-	0.0%	-	-	0.0%
504215 Printing	-	35,000	100.0%	35,000	35,000	0.0%	-	-	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	-	0.0%	-	-	0.0%
504311 Office Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504315 Safety Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504417 Tenant Repairs	-	-	0.0%	-	-	0.0%	-	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	-	0.0%	-	-	0.0%
504511 Small Tools	-	-	0.0%	-	-	0.0%	-	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	35,000	100.0%	35,000	35,000	0.0%	-	35,000	0.0%
UTILITIES									
505011 Gas & Electric	-	-	0.0%	-	-	0.0%	-	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	-	0.0%	-	-	0.0%
505031 Telecommunications	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%
CASUALTY & LIABILITY									
506011 Insurance - Property	-	-	0.0%	-	-	0.0%	-	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	-	0.0%	-	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	-	0.0%	-	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	-	0.0%	-	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET Planning, Grants, Governmental Affairs - 1600

ACCOUNT	Jun-16 BUDGET FY17	Jun-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Jun-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
TAXES							
507051 Fuel Tax	-	-	0.0%	-	-	0.0%	-
507201 Licenses & Permits	-	-	0.0%	-	-	0.0%	-
507999 Other Taxes	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PURCHASED TRANS.							
503406 Contract/Paratransit	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
MISC EXPENSE							
509011 Dues/Subscriptions	3,000	-	-100.0%	(3,000)	-	0.0%	-
509081 Advertising - District Promo	-	-	0.0%	-	-	0.0%	-
509101 Employee Incentive Program	-	-	0.0%	-	-	0.0%	-
509121 Employee Training	1,000	4,000	300.0%	3,000	4,000	0.0%	-
509122 BOD Travel	-	-	0.0%	-	-	0.0%	-
509123 Travel	5,000	5,200	4.0%	200	5,200	0.0%	-
509125 Local Meeting Expense	-	-	0.0%	-	-	0.0%	-
509127 Board Director Fees	-	-	0.0%	-	-	0.0%	-
509150 Contributions	-	-	0.0%	-	-	0.0%	-
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%	-
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%	-
Totals	9,000	9,200	2.2%	200	9,200	0.0%	-
LEASES & RENTALS							
512011 Facility Lease	-	-	0.0%	-	-	0.0%	-
512061 Equipment Rental	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PERSONNEL TOTAL							
	747,982	752,653	0.6%	4,671	779,798	3.6%	27,145
NON-PERSONNEL TOTAL							
	83,079	423,279	409.5%	340,200	114,200	-73.0%	(309,079)
DEPARTMENT TOTALS	831,061	1,175,932	41.5%	344,871	893,998	-24.0%	(281,934)

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET

District Counsel - 1700

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY18 BUDG FY19
LABOR							
501011 Bus Operator Pay	-	-	0.0%	-	-	0.0%	-
501013 Bus Operator OT	-	-	0.0%	-	-	0.0%	-
501021 Other Salaries	253,960	46,112	-81.8%	(207,848)	48,429	5.0%	2,317
501023 Other OT	-	111	100.0%	111	114	2.7%	3
Totals	253,960	46,224	-81.8%	(207,737)	48,544	5.0%	2,320
FRINGE BENEFITS							
502011 Medicare/Soc. Sec.	4,514	806	-82.1%	(3,708)	846	5.0%	40
502021 Retirement	70,352	13,203	-81.2%	(57,149)	14,623	10.8%	1,421
502031 Medical Ins	41,680	31,136	-25.3%	(10,544)	32,693	5.0%	1,557
502041 Dental Ins	2,351	1,904	-19.0%	(447)	1,961	3.0%	57
502045 Vision Ins	960	330	-65.7%	(631)	340	3.0%	10
502051 Life Ins/AD&D	455	104	-77.2%	(351)	107	3.0%	3
502060 State Disability Ins (SDI)	2,222	500	-77.5%	(1,721)	541	8.2%	41
502061 Long Term Disability Ins	1,862	459	-75.3%	(1,403)	497	8.2%	38
502071 State Unemployment Ins (SUI)	709	175	-75.3%	(534)	186	6.1%	11
502081 Worker's Comp Ins	7,522	8,445	12.3%	923	8,699	3.0%	254
502101 Holiday Pay	9,578	1,707	-82.2%	(7,871)	1,793	5.0%	86
502103 Floating Holiday	8,011	-	-100.0%	(8,011)	-	0.0%	-
502109 Sick Leave	14,367	2,560	-82.2%	(11,807)	2,689	5.0%	129
502111 Annual Leave	23,131	4,694	-79.7%	(18,437)	4,930	5.0%	236
502121 Other Paid Absence	2,245	400	-82.2%	(1,845)	420	5.0%	20
502251 Phys. Exams	-	-	0.0%	-	-	0.0%	-
502253 Driver Lic Renewal	-	-	0.0%	-	-	0.0%	-
502999 Other Fringe Benefits	2,034	28	-98.6%	(2,006)	29	3.0%	1
Totals	191,993	66,450	-65.4%	(125,543)	70,352	5.9%	3,902

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET District Counsel - 1700

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY17 BUDG FY18
SERVICES									
503011 Acting/Audit Fees	-	-	0.0%	-	-	0.0%	-	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	-	0.0%	-	-	0.0%
503031 Prof/Technical Fees	50,000	-	-100.0%	(50,000)	-	0.0%	-	-	0.0%
503032 Legislative Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503033 Legal Services	100,000	350,000	250.0%	250,000	350,000	0.0%	-	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	-	0.0%	-	-	0.0%
503041 Temp Help	-	-	0.0%	-	-	0.0%	-	-	0.0%
503161 Custodial Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	-	0.0%	-	-	0.0%
503171 Security Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	-	0.0%	-	-	0.0%
503222 Legal Ads	-	-	0.0%	-	-	0.0%	-	-	0.0%
503225 Graphic Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	0.0%	-	-	0.0%
503352 Repair - Equipment	-	-	0.0%	-	-	0.0%	-	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	-	0.0%	-	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	0.0%	-	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	150,000	350,000	133.3%	200,000	350,000	0.0%	-	-	0.0%
MOBILE MATERIALS & SUPPLIES									
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	0.0%	-	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	0.0%	-	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	-	0.0%	-	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET District Counsel - 1700

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY18 BUDG FY19	BUDGET FY19	BUDG FY18 BUDG FY19
OTHER MATERIALS & SUPPLIES									
504205 Freight Out	-	-	0.0%	-	-	0.0%	-	-	0.0%
504211 Postage & Mailing	-	-	0.0%	-	-	0.0%	-	-	0.0%
504214 Promotional Items	-	-	0.0%	-	-	0.0%	-	-	0.0%
504215 Printing	-	-	0.0%	-	-	0.0%	-	-	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	-	0.0%	-	-	0.0%
504311 Office Supplies	1,262	-	-100.0%	(1,262)	-	0.0%	-	-	0.0%
504315 Safety Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504417 Tenant Repairs	-	-	0.0%	-	-	0.0%	-	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	-	0.0%	-	-	0.0%
504511 Small Tools	-	-	0.0%	-	-	0.0%	-	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	1,262	-	-100.0%	(1,262)	-	0.0%	-	-	0.0%
UTILITIES									
505011 Gas & Electric	-	-	0.0%	-	-	0.0%	-	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	-	0.0%	-	-	0.0%
505031 Telecommunications	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%
CASUALTY & LIABILITY									
506011 Insurance - Property	-	-	0.0%	-	-	0.0%	-	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	-	0.0%	-	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	-	0.0%	-	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	-	0.0%	-	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET District Counsel - 1700

ACCOUNT	Jun-16 BUDGET FY17	Jun-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Jun-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
TAXES							
507051 Fuel Tax	-	-	0.0%	-	-	0.0%	-
507201 Licenses & Permits	-	-	0.0%	-	-	0.0%	-
507999 Other Taxes	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PURCHASED TRANS.							
503406 Contract/Paratransit	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
MISC EXPENSE							
509011 Dues/Subscriptions	12,010	500	-95.8%	(11,510)	500	0.0%	-
509081 Advertising - District Promo	-	-	0.0%	-	-	0.0%	-
509101 Employee Incentive Program	-	-	0.0%	-	-	0.0%	-
509121 Employee Training	5,000	1,500	-70.0%	(3,500)	1,500	0.0%	-
509122 BOD Travel	-	-	0.0%	-	-	0.0%	-
509123 Travel	5,000	1,500	-70.0%	(3,500)	1,500	0.0%	-
509125 Local Meeting Expense	-	-	0.0%	-	-	0.0%	-
509127 Board Director Fees	-	-	0.0%	-	-	0.0%	-
509150 Contributions	-	-	0.0%	-	-	0.0%	-
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%	-
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%	-
Totals	22,010	3,500	-84.1%	(18,510)	3,500	0.0%	-
LEASES & RENTALS							
512011 Facility Lease	-	-	0.0%	-	-	0.0%	-
512061 Equipment Rental	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PERSONNEL TOTAL							
	445,953	112,674	-74.7%	(333,280)	118,896	5.5%	6,222
NON-PERSONNEL TOTAL							
	173,272	353,500	104.0%	180,228	353,500	0.0%	-
DEPARTMENT TOTALS	619,225	466,174	-24.7%	(153,052)	472,396	1.3%	6,222

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET

Risk Management - 1800

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY18 BUDG FY19
LABOR							
501011 Bus Operator Pay	-	-	0.0%	-	-	0.0%	-
501013 Bus Operator OT	-	-	0.0%	-	-	0.0%	-
501021 Other Salaries	139,585	128,361	-8.0%	(11,224)	134,791	5.0%	6,430
501023 Other OT	-	-	0.0%	-	-	0.0%	-
Totals	139,585	128,361	-8.0%	(11,224)	134,791	5.0%	6,430
FRINGE BENEFITS							
502011 Medicare/Soc. Sec.	2,521	2,312	-8.3%	(210)	2,428	5.0%	116
502021 Retirement	39,300	37,945	-3.4%	(1,355)	42,022	10.7%	4,077
502031 Medical Ins	12,682	31,975	152.1%	19,293	34,413	7.6%	2,438
502041 Dental Ins	2,532	3,807	50.4%	1,275	3,922	3.0%	114
502045 Vision Ins	640	660	3.0%	19	679	3.0%	20
502051 Life Ins/AD&D	338	207	-38.7%	(131)	213	3.0%	6
502060 State Disability Ins (SDI)	1,660	1,435	-13.6%	(225)	1,552	8.2%	117
502061 Long Term Disability Ins	1,280	1,186	-7.3%	(94)	1,257	6.0%	71
502071 State Unemployment Ins (SUI)	473	350	-26.0%	(123)	371	6.1%	21
502081 Worker's Comp Ins	5,012	5,627	12.3%	615	5,796	3.0%	169
502101 Holiday Pay	5,351	4,906	-8.3%	(445)	5,151	5.0%	246
502103 Floating Holiday	4,201	3,526	-16.1%	(675)	3,703	5.0%	177
502109 Sick Leave	8,026	7,358	-8.3%	(667)	7,727	5.0%	369
502111 Annual Leave	15,478	14,132	-8.7%	(1,346)	14,840	5.0%	708
502121 Other Paid Absence	1,254	1,150	-8.3%	(104)	1,207	5.0%	58
502251 Phys. Exams	-	-	0.0%	-	-	0.0%	-
502253 Driver Lic Renewal	-	-	0.0%	-	-	0.0%	-
502999 Other Fringe Benefits	3,206	3,206	0.0%	(0)	3,207	0.1%	2
Totals	103,954	119,781	15.2%	15,827	128,490	7.3%	8,709

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET

Risk Management - 1800

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY17 BUDG FY19
SERVICES									
503011 Acting/Audit Fees	-	-	0.0%	-	-	0.0%	-	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	-	0.0%	-	-	0.0%
503031 Prof/Technical Fees	7,898	500	-93.7%	(7,398)	500	0.0%	-	-	0.0%
503032 Legislative Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503033 Legal Services	6,396	-	-100.0%	(6,396)	-	0.0%	-	-	0.0%
503034 Pre-Employment Exams	600	-	-100.0%	(600)	-	0.0%	-	-	0.0%
503041 Temp Help	-	-	0.0%	-	-	0.0%	-	-	0.0%
503161 Custodial Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	-	0.0%	-	-	0.0%
503171 Security Services	495,833	-	-100.0%	(495,833)	-	0.0%	-	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	-	0.0%	-	-	0.0%
503222 Legal Ads	-	-	0.0%	-	-	0.0%	-	-	0.0%
503225 Graphic Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	0.0%	-	-	0.0%
503352 Repair - Equipment	60,000	-	-100.0%	(60,000)	-	0.0%	-	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	-	0.0%	-	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	0.0%	-	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	570,727	500	-99.9%	(570,227)	500	0.0%	-	500	0.0%
MOBILE MATERIALS & SUPPLIES									
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	0.0%	-	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	0.0%	-	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	-	0.0%	-	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET

Risk Management - 1800

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY17 BUDG FY18
OTHER MATERIALS & SUPPLIES									
504205 Freight Out	-	-	0.0%	-	-	0.0%	-	-	0.0%
504211 Postage & Mailing	-	-	0.0%	-	-	0.0%	-	-	0.0%
504214 Promotional Items	-	-	0.0%	-	-	0.0%	-	-	0.0%
504215 Printing	500	500	0.0%	-	500	0.0%	-	-	0.0%
504217 Photo Supp/Process	100	-	-100.0%	(100)	-	0.0%	-	-	0.0%
504311 Office Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504315 Safety Supplies	1,000	1,200	20.0%	200	1,200	0.0%	-	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504417 Tenant Repairs	-	-	0.0%	-	-	0.0%	-	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	-	0.0%	-	-	0.0%
504511 Small Tools	-	-	0.0%	-	-	0.0%	-	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	1,600	1,700	6.3%	100	1,700	0.0%	100	1,700	0.0%
UTILITIES									
505011 Gas & Electric	-	-	0.0%	-	-	0.0%	-	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	-	0.0%	-	-	0.0%
505031 Telecommunications	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%
CASUALTY & LIABILITY									
506011 Insurance - Property	-	-	0.0%	-	-	0.0%	-	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	-	0.0%	-	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	-	0.0%	-	-	0.0%
506123 Settlement Costs	150,000	150,000	0.0%	-	150,000	0.0%	-	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	150,000	150,000	0.0%	-	150,000	0.0%	-	150,000	0.0%

Risk Mgmt - 1800

6/14/2017

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET Risk Management - 1800

ACCOUNT	Jun-16 BUDGET FY17	Jun-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Jun-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
TAXES							
507051 Fuel Tax	-	-	0.0%	-	-	0.0%	-
507201 Licenses & Permits	-	-	0.0%	-	-	0.0%	-
507999 Other Taxes	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PURCHASED TRANS.							
503406 Contract/Paratransit	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
MISC EXPENSE							
509011 Dues/Subscriptions	500	500	0.0%	-	500	0.0%	-
509081 Advertising - District Promo	-	-	0.0%	-	-	0.0%	-
509101 Employee Incentive Program	-	-	0.0%	-	-	0.0%	-
509121 Employee Training	4,000	3,000	-25.0%	(1,000)	3,000	0.0%	-
509122 BOD Travel	-	-	0.0%	-	-	0.0%	-
509123 Travel	3,000	2,000	-33.3%	(1,000)	2,000	0.0%	-
509125 Local Meeting Expense	-	-	0.0%	-	-	0.0%	-
509127 Board Director Fees	-	-	0.0%	-	-	0.0%	-
509150 Contributions	-	-	0.0%	-	-	0.0%	-
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%	-
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%	-
Totals	7,500	5,500	-26.7%	(2,000)	5,500	0.0%	-
LEASES & RENTALS							
512011 Facility Lease	-	-	0.0%	-	-	0.0%	-
512061 Equipment Rental	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PERSONNEL TOTAL	243,539	248,142	1.9%	4,603	263,281	6.1%	15,139
NON-PERSONNEL TOTAL	729,827	157,700	-78.4%	(572,127)	157,700	0.0%	-
DEPARTMENT TOTALS	973,366	405,842	-58.3%	(567,524)	420,981	3.7%	15,139

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET Purchasing - 1900

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY18 BUDG FY19
LABOR							
501011 Bus Operator Pay	-	-	0.0%	-	-	0.0%	-
501013 Bus Operator OT	-	-	0.0%	-	-	0.0%	-
501021 Other Salaries	419,396	447,977	6.8%	28,581	459,252	2.5%	11,275
501023 Other OT	1,765	1,100	-37.7%	(665)	1,128	2.5%	28
Totals	421,161	449,077	6.6%	27,916	460,380	2.5%	11,303
FRINGE BENEFITS							
502011 Medicare/Soc. Sec.	7,595	8,100	6.6%	505	8,304	2.5%	205
502021 Retirement	117,981	132,686	12.5%	14,705	143,468	8.1%	10,782
502031 Medical Ins	187,703	168,106	-10.4%	(19,598)	176,106	4.8%	8,000
502041 Dental Ins	11,111	8,978	-19.2%	(2,133)	9,247	3.0%	269
502045 Vision Ins	2,561	2,638	3.0%	77	2,717	3.0%	79
502051 Life Ins/AD&D	1,044	932	-10.8%	(112)	960	3.0%	28
502060 State Disability Ins (SDI)	4,941	4,899	-0.8%	(42)	5,150	5.1%	251
502061 Long Term Disability Ins	4,007	4,227	5.5%	220	4,393	3.9%	166
502071 State Unemployment Ins (SUI)	1,891	1,400	-26.0%	(491)	1,485	6.1%	85
502081 Worker's Comp Ins	20,059	22,521	12.3%	2,462	23,197	3.0%	676
502101 Holiday Pay	16,063	17,154	6.8%	1,091	17,587	2.5%	433
502103 Floating Holiday	4,935	5,284	7.1%	349	5,548	5.0%	264
502109 Sick Leave	24,094	25,731	6.8%	1,637	26,381	2.5%	650
502111 Annual Leave	53,786	57,336	6.6%	3,550	58,694	2.4%	1,358
502121 Other Paid Absence	3,765	4,020	6.8%	256	4,122	2.5%	102
502251 Phys. Exams	-	-	0.0%	-	-	0.0%	-
502253 Driver Lic Renewal	-	-	0.0%	-	-	0.0%	-
502999 Other Fringe Benefits	2,174	2,172	-0.1%	(1)	2,179	0.3%	7
Totals	463,709	466,184	0.5%	2,475	489,538	5.0%	23,354

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET Purchasing - 1900

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19
SERVICES									
503011 Acting/Audit Fees	-	-	0.0%	-	-	0.0%	-	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	-	0.0%	-	-	0.0%
503031 Prof/Technical Fees	-	-	0.0%	-	-	0.0%	-	-	0.0%
503032 Legislative Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503033 Legal Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	-	0.0%	-	-	0.0%
503041 Temp Help	-	-	0.0%	-	-	0.0%	-	-	0.0%
503161 Custodial Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503162 Uniforms/Laundry	850	850	0.0%	-	850	0.0%	-	850	0.0%
503171 Security Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503221 Classified/Legal Ads	1,000	1,200	20.0%	200	1,200	0.0%	-	1,200	0.0%
503222 Legal Ads	-	-	0.0%	-	-	0.0%	-	-	0.0%
503225 Graphic Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	0.0%	-	-	0.0%
503352 Repair - Equipment	-	-	0.0%	-	-	0.0%	-	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	-	0.0%	-	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	0.0%	-	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	1,850	2,050	10.8%	200	2,050	0.0%	200	2,050	0.0%
MOBILE MATERIALS & SUPPLIES									
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	0.0%	-	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	0.0%	-	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	-	0.0%	-	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET Purchasing - 1900

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY18 BUDG FY19	BUDGET FY19	BUDG FY18 BUDG FY19
OTHER MATERIALS & SUPPLIES									
504205 Freight Out	-	-	0.0%	-	-	0.0%	-	-	0.0%
504211 Postage & Mailing	300	100	-66.7%	(200)	100	0.0%	-	100	0.0%
504214 Promotional Items	-	-	0.0%	-	-	0.0%	-	-	0.0%
504215 Printing	300	300	0.0%	-	200	-33.3%	(100)	200	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	-	0.0%	-	-	0.0%
504311 Office Supplies	1,500	1,500	0.0%	-	1,500	0.0%	-	1,500	0.0%
504315 Safety Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504417 Tenant Repairs	-	-	0.0%	-	-	0.0%	-	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	-	0.0%	-	-	0.0%
504511 Small Tools	-	-	0.0%	-	-	0.0%	-	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	2,100	1,900	-9.5%	(200)	1,800	-5.3%	(100)	1,800	(100)
UTILITIES									
505011 Gas & Electric	-	-	0.0%	-	-	0.0%	-	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	-	0.0%	-	-	0.0%
505031 Telecommunications	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%
CASUALTY & LIABILITY									
506011 Insurance - Property	-	-	0.0%	-	-	0.0%	-	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	-	0.0%	-	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	-	0.0%	-	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	-	0.0%	-	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET Purchasing - 1900

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY18 BUDG FY19
TAXES										
507051 Fuel Tax	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
507201 Licenses & Permits	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
507999 Other Taxes	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
PURCHASED TRANS.										
503406 Contract/Paratransit	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
MISC EXPENSE										
509011 Dues/Subscriptions	320	450	40.6%	130	450	0.0%	-	450	0.0%	-
509081 Advertising - District Promo	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
509101 Employee Incentive Program	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
509121 Employee Training	2,308	2,308	0.0%	-	2,308	0.0%	-	2,308	0.0%	-
509122 BOD Travel	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
509123 Travel	3,250	3,250	0.0%	-	3,250	0.0%	-	3,250	0.0%	-
509125 Local Meeting Expense	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
509127 Board Director Fees	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
509150 Contributions	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
Totals	5,878	6,008	2.2%	130	6,008	0.0%	-	6,008	0.0%	-
LEASES & RENTALS										
512011 Facility Lease	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
512061 Equipment Rental	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
PERSONNEL TOTAL										
	884,870	915,261	3.4%	30,391	949,918	3.8%	-	949,918	3.8%	34,657
NON-PERSONNEL TOTAL										
	9,828	9,958	1.3%	130	9,858	-1.0%	-	9,858	-1.0%	(100)
DEPARTMENT TOTALS										
	894,698	925,219	3.4%	30,521	959,776	3.7%	-	959,776	3.7%	34,557

6/14/2017

Purchasing - 1900

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET Facilities Maintenance - 2200

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY18 BUDG FY19
LABOR							
501011 Bus Operator Pay	-	-	0.0%	-	-	0.0%	-
501013 Bus Operator OT	-	-	0.0%	-	-	0.0%	-
501021 Other Salaries	739,949	719,432	-2.8%	(20,517)	736,731	2.4%	17,298
501023 Other OT	40,452	40,452	0.0%	0	41,425	2.4%	973
Totals	780,401	759,884	-2.6%	(20,516)	778,155	2.4%	18,271
FRINGE BENEFITS							
502011 Medicare/Soc. Sec.	13,478	13,443	-0.3%	(35)	13,764	2.4%	321
502021 Retirement	200,922	211,021	5.0%	10,099	227,862	8.0%	16,841
502031 Medical Ins	393,079	376,712	-4.2%	(16,368)	389,660	3.4%	12,948
502041 Dental Ins	26,012	25,004	-3.9%	(1,007)	25,754	3.0%	750
502045 Vision Ins	5,442	5,606	3.0%	164	5,774	3.0%	168
502051 Life Ins/AD&D	1,992	1,761	-11.6%	(231)	1,814	3.0%	53
502060 State Disability Ins (SDI)	8,875	8,344	-6.0%	(531)	8,799	5.5%	456
502061 Long Term Disability Ins	6,984	7,133	2.1%	149	7,486	5.0%	353
502071 State Unemployment Ins (SUI)	4,018	2,975	-26.0%	(1,043)	3,156	6.1%	181
502081 Worker's Comp Ins	42,625	47,857	12.3%	5,232	49,293	3.0%	1,436
502101 Holiday Pay	27,355	27,281	-0.3%	(74)	27,933	2.4%	652
502103 Floating Holiday	-	-	0.0%	-	-	0.0%	-
502109 Sick Leave	41,032	40,922	-0.3%	(110)	41,899	2.4%	977
502111 Annual Leave	91,286	92,612	1.5%	1,326	94,707	2.3%	2,095
502121 Other Paid Absence	6,411	6,394	-0.3%	(17)	6,547	2.4%	153
502251 Phys. Exams	-	-	0.0%	-	-	0.0%	-
502253 Driver Lic Renewal	-	-	0.0%	-	-	0.0%	-
502999 Other Fringe Benefits	474	473	-0.2%	(1)	487	3.0%	14
Totals	869,984	867,537	-0.3%	(2,447)	904,935	4.3%	37,398

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET Facilities Maintenance - 2200

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY17 BUDG FY18
SERVICES									
503011 Acting/Audit Fees	-	-	0.0%	-	-	0.0%	-	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	-	0.0%	-	-	0.0%
503031 Prof/Technical Fees	21,354	25,000	17.1%	3,646	25,000	0.0%	-	-	0.0%
503032 Legislative Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503033 Legal Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	-	0.0%	-	-	0.0%
503041 Temp Help	-	-	0.0%	-	-	0.0%	-	-	0.0%
503161 Custodial Services	5,468	7,000	28.0%	1,532	7,000	0.0%	-	-	0.0%
503162 Uniforms/Laundry	4,330	4,500	3.9%	170	4,500	0.0%	-	-	0.0%
503171 Security Services	9,490	10,600	11.7%	1,110	10,600	0.0%	-	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	-	0.0%	-	-	0.0%
503222 Legal Ads	-	-	0.0%	-	-	0.0%	-	-	0.0%
503225 Graphic Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503351 Repair - Bldg & Impr	48,590	50,000	2.9%	1,410	50,000	0.0%	-	-	0.0%
503352 Repair - Equipment	278,846	280,000	0.4%	1,154	280,000	0.0%	-	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	-	0.0%	-	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	0.0%	-	-	0.0%
503363 Haz Mat Disposal	40,452	48,400	19.6%	7,948	48,400	0.0%	-	-	0.0%
Totals	408,530	425,500	4.2%	16,970	425,500	0.0%	-	425,500	0.0%
MOBILE MATERIALS & SUPPLIES									
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	0.0%	-	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	0.0%	-	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	-	0.0%	-	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET Facilities Maintenance - 2200

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY17 BUDG FY18
OTHER MATERIALS & SUPPLIES									
504205 Freight Out	-	-	0.0%	-	-	0.0%	-	-	0.0%
504211 Postage & Mailing	-	-	0.0%	-	-	0.0%	-	-	0.0%
504214 Promotional Items	-	-	0.0%	-	-	0.0%	-	-	0.0%
504215 Printing	6,005	-	-100.0%	(6,005)	-	0.0%	-	-	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	-	0.0%	-	-	0.0%
504311 Office Supplies	2,000	2,000	0.0%	-	2,000	0.0%	-	2,000	0.0%
504315 Safety Supplies	6,220	6,000	-3.5%	(220)	6,000	0.0%	-	6,000	0.0%
504317 Cleaning Supplies	47,600	38,000	-20.2%	(9,600)	38,000	0.0%	-	38,000	0.0%
504409 Repair/Maint Supplies	114,983	110,500	-3.9%	(4,483)	110,500	0.0%	-	110,500	0.0%
504417 Tenant Repairs	9,000	9,000	0.0%	-	9,000	0.0%	-	9,000	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	-	0.0%	-	-	0.0%
504511 Small Tools	1,236	3,000	142.7%	1,764	3,000	0.0%	-	3,000	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	187,044	168,500	-9.9%	(18,544)	168,500	0.0%	-	168,500	0.0%
UTILITIES									
505011 Gas & Electric	285,000	292,000	2.5%	7,000	292,000	0.0%	-	292,000	0.0%
505021 Water & Garbage	140,840	141,000	0.1%	160	141,000	0.0%	-	141,000	0.0%
505031 Telecommunications	83,808	84,000	0.2%	192	84,000	0.0%	-	84,000	0.0%
Totals	509,648	517,000	1.4%	7,352	517,000	0.0%	-	517,000	0.0%
CASUALTY & LIABILITY									
506011 Insurance - Property	-	-	0.0%	-	-	0.0%	-	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	-	0.0%	-	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	-	0.0%	-	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	-	0.0%	-	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET Facilities Maintenance - 2200

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY18 BUDG FY19
TAXES							
507051 Fuel Tax	-	-	0.0%	-	-	-	0.0%
507201 Licenses & Permits	16,796	16,100	-4.1%	(696)	16,100	-	0.0%
507999 Other Taxes	14,400	14,400	0.0%	-	14,400	-	0.0%
Totals	31,196	30,500	-2.2%	(696)	30,500	-	0.0%
PURCHASED TRANS.							
503406 Contract/Paratransit	-	-	0.0%	-	-	-	0.0%
Totals	-	-	0.0%	-	-	-	0.0%
MISC EXPENSE							
509011 Dues/Subscriptions	-	-	0.0%	-	-	-	0.0%
509081 Advertising - District Promo	-	-	0.0%	-	-	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	-	-	0.0%
509121 Employee Training	3,000	6,500	116.7%	3,500	6,500	-	0.0%
509122 BOD Travel	-	-	0.0%	-	-	-	0.0%
509123 Travel	500	400	-20.0%	(100)	400	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	-	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	-	-	0.0%
509150 Contributions	-	-	0.0%	-	-	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	-	-	0.0%
509999 Other Misc Expense	-	-	0.0%	-	-	-	0.0%
Totals	3,500	6,900	97.1%	3,400	6,900	-	0.0%
LEASES & RENTALS							
512011 Facility Lease	5,000	5,000	0.0%	-	5,000	-	0.0%
512061 Equipment Rental	6,125	6,125	0.0%	-	6,125	-	0.0%
Totals	11,125	11,125	0.0%	-	11,125	-	0.0%
PERSONNEL TOTAL							
	1,650,385	1,627,421	-1.4%	(22,964)	1,683,090	-	3.4%
NON-PERSONNEL TOTAL							
	1,151,043	1,159,525	0.7%	8,482	1,159,525	-	0.0%
DEPARTMENT TOTALS	2,801,428	2,786,946	-0.5%	(14,482)	2,842,615	55,669	2.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 OPERATING BUDGET
 Paratransit - 3100

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY18 BUDG FY19
LABOR							
501011 Bus Operator Pay	1,068,545	1,050,570	-1.7%	(17,975)	1,082,441	3.0%	31,871
501013 Bus Operator OT	152,819	225,000	47.2%	72,181	231,826	3.0%	6,826
501021 Other Salaries	914,765	666,118	-27.2%	(248,646)	669,714	0.5%	3,595
501023 Other OT	79,448	57,095	-28.1%	(22,353)	57,404	0.5%	308
Totals	2,215,576	1,998,784	-9.8%	(216,793)	2,041,384	2.1%	42,600
FRINGE BENEFITS							
502011 Medicare/Soc. Sec.	37,887	34,290	-9.5%	(3,597)	34,986	2.0%	696
502021 Retirement	538,020	495,693	-7.9%	(42,327)	533,028	7.5%	37,335
502031 Medical Ins	1,159,172	996,758	-14.0%	(162,414)	1,048,701	5.2%	51,943
502041 Dental Ins	60,925	52,618	-13.6%	(8,307)	54,197	3.0%	1,579
502045 Vision Ins	16,007	14,510	-9.4%	(1,497)	14,945	3.0%	435
502051 Life Ins/AD&D	6,014	4,764	-20.8%	(1,249)	4,907	3.0%	143
502060 State Disability Ins (SDI)	24,909	21,230	-14.8%	(3,679)	22,342	5.2%	1,113
502061 Long Term Disability Ins	16,417	15,058	-8.3%	(1,358)	15,814	5.0%	755
502071 State Unemployment Ins (SUI)	11,860	7,700	-35.1%	(4,160)	8,169	6.1%	469
502081 Worker's Comp Ins	121,607	121,050	-0.5%	(557)	124,681	3.0%	3,631
502101 Holiday Pay	72,289	63,556	-12.1%	(8,732)	64,814	2.0%	1,258
502103 Floating Holiday	8,161	8,509	4.3%	348	8,509	0.0%	-
502109 Sick Leave	112,276	98,644	-12.1%	(13,632)	100,609	2.0%	1,965
502111 Annual Leave	204,648	180,452	-11.8%	(24,196)	182,340	1.0%	1,889
502121 Other Paid Absence	16,938	14,896	-12.1%	(2,042)	15,191	2.0%	295
502251 Phys. Exams	3,183	3,183	0.0%	-	3,183	0.0%	-
502253 Driver Lic Renewal	1,061	1,061	0.0%	-	1,061	0.0%	-
502999 Other Fringe Benefits	5,293	5,124	-3.2%	(169)	5,160	0.7%	37
Totals	2,416,667	2,139,096	-11.5%	(277,571)	2,242,637	4.8%	103,541

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET Paratransit - 3100

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY18 BUDG FY19	BUDGET FY19	BUDG FY18 BUDG FY19
SERVICES									
503011 Acting/Audit Fees	-	-	0.0%	-	-	0.0%	-	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	-	0.0%	-	-	0.0%
503031 Prof/Technical Fees	3,474	3,500	0.7%	26	3,500	0.0%	-	-	0.0%
503032 Legislative Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503033 Legal Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	-	0.0%	-	-	0.0%
503041 Temp Help	-	-	0.0%	-	-	0.0%	-	-	0.0%
503161 Custodial Services	1,000	1,300	30.0%	300	1,300	0.0%	-	-	0.0%
503162 Uniforms/Laundry	1,000	1,000	0.0%	-	1,000	0.0%	-	-	0.0%
503171 Security Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	-	0.0%	-	-	0.0%
503222 Legal Ads	-	-	0.0%	-	-	0.0%	-	-	0.0%
503225 Graphic Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	0.0%	-	-	0.0%
503352 Repair - Equipment	4,000	4,000	0.0%	-	4,000	0.0%	-	-	0.0%
503353 Repair - Rev Vehicle	1,500	1,500	0.0%	-	1,500	0.0%	-	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	0.0%	-	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	10,974	11,300	3.0%	326	11,300	0.0%	-	-	0.0%
MOBILE MATERIALS & SUPPLIES									
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	0.0%	-	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	0.0%	-	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	-	0.0%	-	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET Paratransit - 3100

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY18 BUDG FY19
OTHER MATERIALS & SUPPLIES							
504205 Freight Out	-	-	0.0%	-	-	0.0%	-
504211 Postage & Mailing	5,000	2,700	-46.0%	(2,300)	2,700	0.0%	-
504214 Promotional Items	200	200	0.0%	-	200	0.0%	-
504215 Printing	3,200	3,200	0.0%	-	3,200	0.0%	-
504217 Photo Supp/Process	1,000	-	-100.0%	(1,000)	-	0.0%	-
504311 Office Supplies	5,500	2,500	-54.5%	(3,000)	2,500	0.0%	-
504315 Safety Supplies	120	120	0.0%	-	120	0.0%	-
504317 Cleaning Supplies	500	-	-100.0%	(500)	-	0.0%	-
504409 Repair/Maint Supplies	-	-	0.0%	-	-	0.0%	-
504417 Tenant Repairs	-	-	0.0%	-	-	0.0%	-
504421 Non-Inventory Parts	-	-	0.0%	-	-	0.0%	-
504511 Small Tools	-	-	0.0%	-	-	0.0%	-
504515 Employee Tool Replacement	-	-	0.0%	-	-	0.0%	-
Totals	15,520	8,720	-43.8%	(6,800)	8,720	0.0%	-
UTILITIES							
505011 Gas & Electric	12,000	12,000	0.0%	-	12,000	0.0%	-
505021 Water & Garbage	6,400	6,400	0.0%	-	6,400	0.0%	-
505031 Telecommunications	9,600	9,600	0.0%	-	9,600	0.0%	-
Totals	28,000	28,000	0.0%	-	28,000	0.0%	-
CASUALTY & LIABILITY							
506011 Insurance - Property	167	-	-100.0%	(167)	-	0.0%	-
506015 Insurance - PL/PD	66,135	85,270	28.9%	19,135	93,797	10.0%	8,527
506021 Insurance - Other	-	-	0.0%	-	-	0.0%	-
506123 Settlement Costs	-	-	0.0%	-	-	0.0%	-
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%	-
Totals	66,302	85,270	28.6%	18,968	93,797	10.0%	8,527

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET Paratransit - 3100

ACCOUNT	Jun-16 BUDGET FY17	Jun-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Jun-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
TAXES							
507051 Fuel Tax	-	-	0.0%	-	-	0.0%	-
507201 Licenses & Permits	-	-	0.0%	-	-	0.0%	-
507999 Other Taxes	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PURCHASED TRANS.							
503406 Contract/Paratransit	150,000	-	-100.0%	(150,000)	-	0.0%	-
Totals	150,000	-	-100.0%	(150,000)	-	0.0%	-
MISC EXPENSE							
509011 Dues/Subscriptions	-	-	0.0%	-	-	0.0%	-
509081 Advertising - District Promo	-	-	0.0%	-	-	0.0%	-
509101 Employee Incentive Program	-	-	0.0%	-	-	0.0%	-
509121 Employee Training	2,700	2,700	0.0%	-	2,700	0.0%	-
509122 BOD Travel	-	-	0.0%	-	-	0.0%	-
509123 Travel	4,925	4,925	0.0%	-	4,925	0.0%	-
509125 Local Meeting Expense	-	-	0.0%	-	-	0.0%	-
509127 Board Director Fees	-	-	0.0%	-	-	0.0%	-
509150 Contributions	-	-	0.0%	-	-	0.0%	-
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%	-
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%	-
Totals	7,625	7,625	0.0%	-	7,625	0.0%	-
LEASES & RENTALS							
512011 Facility Lease	173,650	179,000	3.1%	5,350	185,000	3.4%	6,000
512061 Equipment Rental	4,044	4,044	0.0%	-	4,044	0.0%	-
Totals	177,694	183,044	3.0%	5,350	189,044	3.3%	6,000
PERSONNEL TOTAL							
	4,632,244	4,137,880	-10.7%	(494,364)	4,284,021	3.5%	146,141
NON-PERSONNEL TOTAL							
	456,115	323,959	-29.0%	(132,156)	338,486	4.5%	14,527
DEPARTMENT TOTALS	5,088,359	4,461,839	-12.3%	(626,520)	4,622,507	3.6%	160,668

Paratransit - 3100

6/14/2017

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 OPERATING BUDGET
 Operations - 3200

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY18 BUDG FY19
LABOR							
501011 Bus Operator Pay	-	-	0.0%	-	-	0.0%	-
501013 Bus Operator OT	-	-	0.0%	-	-	0.0%	-
501021 Other Salaries	897,054	933,388	4.1%	36,334	957,883	2.6%	24,495
501023 Other OT	166,721	168,000	0.8%	1,279	172,409	2.6%	4,409
Totals	1,063,775	1,101,388	3.5%	37,613	1,130,292	2.6%	28,904
FRINGE BENEFITS							
502011 Medicare/Soc. Sec.	18,769	19,467	3.7%	698	20,033	2.9%	566
502021 Retirement	254,863	279,549	9.7%	24,686	303,506	8.6%	23,957
502031 Medical Ins	343,315	325,182	-5.3%	(18,133)	339,048	4.3%	13,866
502041 Dental Ins	19,519	17,288	-11.4%	(2,231)	17,807	3.0%	519
502045 Vision Ins	4,802	5,276	9.9%	474	5,435	3.0%	158
502051 Life Ins/AD&D	1,861	1,761	-5.4%	(100)	1,814	3.0%	53
502060 State Disability Ins (SDI)	12,245	11,903	-2.8%	(342)	12,653	6.3%	750
502061 Long Term Disability Ins	7,529	8,262	9.7%	732	8,591	4.0%	330
502071 State Unemployment Ins (SUI)	3,545	2,800	-21.0%	(745)	2,971	6.1%	171
502081 Worker's Comp Ins	45,133	45,042	-0.2%	(91)	46,393	3.0%	1,351
502101 Holiday Pay	34,494	35,984	4.3%	1,490	37,049	3.0%	1,065
502103 Floating Holiday	4,534	4,856	7.1%	322	4,856	0.0%	-
502109 Sick Leave	51,741	53,976	4.3%	2,235	55,573	3.0%	1,597
502111 Annual Leave	131,806	137,938	4.7%	6,132	145,143	5.2%	7,204
502121 Other Paid Absence	8,085	8,434	4.3%	349	8,683	3.0%	250
502251 Phys. Exams	530	700	32.0%	170	700	0.0%	-
502253 Driver Lic Renewal	-	300	100.0%	300	300	0.0%	-
502999 Other Fringe Benefits	2,368	2,395	1.1%	27	2,408	0.6%	13
Totals	945,140	961,113	1.7%	15,973	1,012,962	5.4%	51,849

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET Operations - 3200

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18
SERVICES										
503011 Acting/Audit Fees	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
503012 Admin/Bank Fees	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
503031 Prof/Technical Fees	500	10,000	1900.0%	9,500	10,000	0.0%	-	-	0.0%	-
503032 Legislative Services	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
503033 Legal Services	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
503034 Pre-Employment Exams	200	-	-100.0%	(200)	-	0.0%	-	-	0.0%	-
503041 Temp Help	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
503161 Custodial Services	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
503162 Uniforms/Laundry	600	600	0.0%	-	600	0.0%	-	600	0.0%	-
503171 Security Services	-	505,000	100.0%	505,000	515,000	2.0%	10,000	-	0.0%	-
503221 Classified/Legal Ads	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
503222 Legal Ads	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
503225 Graphic Services	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
503352 Repair - Equipment	1,000	2,500	150.0%	1,500	2,000	-20.0%	(500)	-	0.0%	-
503353 Repair - Rev Vehicle	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
503363 Haz Mat Disposal	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
Totals	2,300	518,100	22426.1%	515,800	527,600	1.8%	9,500			
MOBILE MATERIALS & SUPPLIES										
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
504021 Tires & Tubes	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
504191 Rev Vehicle Parts	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%	-

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET Operations - 3200

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY18 BUDG FY19	BUDGET FY19	BUDG FY18 BUDG FY19
OTHER MATERIALS & SUPPLIES									
504205 Freight Out	-	-	0.0%	-	-	0.0%	-	-	0.0%
504211 Postage & Mailing	300	300	0.0%	-	300	0.0%	-	300	0.0%
504214 Promotional Items	-	-	0.0%	-	-	0.0%	-	-	0.0%
504215 Printing	3,500	8,000	128.6%	4,500	8,000	0.0%	-	8,000	0.0%
504217 Photo Supp/Process	400	-	-100.0%	(400)	-	0.0%	-	-	0.0%
504311 Office Supplies	10,000	8,000	-20.0%	(2,000)	8,000	0.0%	-	8,000	0.0%
504315 Safety Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504417 Tenant Repairs	-	-	0.0%	-	-	0.0%	-	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	-	0.0%	-	-	0.0%
504511 Small Tools	-	-	0.0%	-	-	0.0%	-	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	14,200	16,300	14.8%	2,100	16,300	0.0%	2,100	16,300	0.0%
UTILITIES									
505011 Gas & Electric	-	-	0.0%	-	-	0.0%	-	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	-	0.0%	-	-	0.0%
505031 Telecommunications	16,500	14,000	-15.2%	(2,500)	14,000	0.0%	-	14,000	0.0%
Totals	16,500	14,000	-15.2%	(2,500)	14,000	0.0%	(2,500)	14,000	0.0%
CASUALTY & LIABILITY									
506011 Insurance - Property	-	-	0.0%	-	-	0.0%	-	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	-	0.0%	-	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	-	0.0%	-	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	-	0.0%	-	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET Operations - 3200

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY18 BUDG FY19
TAXES							
507051 Fuel Tax	-	-	0.0%	-	-	0.0%	-
507201 Licenses & Permits	-	-	0.0%	-	-	0.0%	-
507999 Other Taxes	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PURCHASED TRANS.							
503406 Contract/Paratransit	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
MISC EXPENSE							
509011 Dues/Subscriptions	-	-	0.0%	-	-	0.0%	-
509081 Advertising - District Promo	-	-	0.0%	-	-	0.0%	-
509101 Employee Incentive Program	-	-	0.0%	-	-	0.0%	-
509121 Employee Training	6,000	5,165	-13.9%	(835)	5,165	0.0%	-
509122 BOD Travel	-	-	0.0%	-	-	0.0%	-
509123 Travel	5,000	9,750	95.0%	4,750	9,750	0.0%	-
509125 Local Meeting Expense	-	-	0.0%	-	-	0.0%	-
509127 Board Director Fees	-	-	0.0%	-	-	0.0%	-
509150 Contributions	-	-	0.0%	-	-	0.0%	-
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%	-
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%	-
Totals	11,000	14,915	35.6%	3,915	14,915	0.0%	-
LEASES & RENTALS							
512011 Facility Lease	22,700	24,100	6.2%	1,400	24,800	2.9%	700
512061 Equipment Rental	500	-	-100.0%	(500)	-	0.0%	-
Totals	23,200	24,100	3.9%	900	24,800	2.9%	700
PERSONNEL TOTAL							
	2,008,915	2,062,501	2.7%	53,586	2,143,254	3.9%	80,753
NON-PERSONNEL TOTAL							
	67,200	587,415	774.1%	520,215	597,615	1.7%	10,200
DEPARTMENT TOTALS							
	2,076,115	2,649,916	27.6%	573,801	2,740,869	3.4%	90,953

6/14/2017

Operations - 3200

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET Bus Operators - 3300

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY18 BUDG FY19
LABOR							
501011 Bus Operator Pay	7,432,745	7,646,484	2.9%	213,739	7,827,022	2.4%	180,539
501013 Bus Operator OT	1,034,203	1,000,000	-3.3%	(34,203)	1,023,363	2.3%	23,363
501021 Other Salaries	-	-	0.0%	-	-	0.0%	-
501023 Other OT	-	-	0.0%	-	-	0.0%	-
Totals	8,466,948	8,646,484	2.1%	179,536	8,850,386	2.4%	203,902
FRINGE BENEFITS							
502011 Medicare/Soc. Sec.	146,135	149,705	2.4%	3,569	153,211	2.3%	3,507
502021 Retirement	2,043,962	2,219,220	8.6%	175,257	2,395,277	7.9%	176,057
502031 Medical Ins	3,200,934	3,556,388	11.1%	355,454	3,712,642	4.4%	156,254
502041 Dental Ins	194,300	208,758	7.4%	14,458	215,021	3.0%	6,263
502045 Vision Ins	46,767	50,454	7.9%	3,687	51,968	3.0%	1,514
502051 Life Ins/AD&D	17,038	15,692	-7.9%	(1,346)	16,163	3.0%	471
502060 State Disability Ins (SDI)	96,228	92,920	-3.4%	(3,308)	97,950	5.4%	5,030
502061 Long Term Disability Ins	67,411	71,644	6.3%	4,233	75,203	5.0%	3,559
502071 State Unemployment Ins (SUI)	34,508	26,775	-22.4%	(7,733)	28,406	6.1%	1,631
502081 Worker's Comp Ins	408,702	411,006	0.6%	2,304	423,337	3.0%	12,331
502101 Holiday Pay	275,781	284,759	3.3%	8,978	291,482	2.4%	6,723
502103 Floating Holiday	-	-	0.0%	-	-	0.0%	-
502109 Sick Leave	430,908	444,936	3.3%	14,028	455,440	2.4%	10,504
502111 Annual Leave	838,074	800,534	-4.5%	(37,540)	819,676	2.4%	19,142
502121 Other Paid Absence	100,574	66,740	-33.6%	(33,833)	68,316	2.4%	1,576
502251 Phys. Exams	8,487	8,487	0.0%	-	8,487	0.0%	-
502253 Driver Lic Renewal	3,183	3,183	0.0%	-	3,183	0.0%	-
502999 Other Fringe Benefits	5,270	5,455	3.5%	185	5,583	2.3%	128
Totals	7,918,262	8,416,656	6.3%	498,394	8,821,342	4.8%	404,687

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET Bus Operators - 3300

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19
SERVICES									
503011 Acting/Audit Fees	-	-	0.0%	-	-	0.0%	-	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	-	0.0%	-	-	0.0%
503031 Prof/Technical Fees	-	-	0.0%	-	-	0.0%	-	-	0.0%
503032 Legislative Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503033 Legal Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	-	0.0%	-	-	0.0%
503041 Temp Help	-	-	0.0%	-	-	0.0%	-	-	0.0%
503161 Custodial Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503162 Uniforms/Laundry	2,500	2,000	-20.0%	(500)	2,000	0.0%	-	-	0.0%
503171 Security Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	-	0.0%	-	-	0.0%
503222 Legal Ads	-	-	0.0%	-	-	0.0%	-	-	0.0%
503225 Graphic Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	0.0%	-	-	0.0%
503352 Repair - Equipment	-	-	0.0%	-	-	0.0%	-	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	-	0.0%	-	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	0.0%	-	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	2,500	2,000	-20.0%	(500)	2,000	0.0%	(500)	2,000	0.0%
MOBILE MATERIALS & SUPPLIES									
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	0.0%	-	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	0.0%	-	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	-	0.0%	-	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET

Bus Operators - 3300

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE	Jun-17	\$ CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY18 BUDG FY19	BUDGET FY19	BUDG FY18 BUDG FY19
OTHER MATERIALS & SUPPLIES									
504205 Freight Out	-	-	0.0%	-	-	0.0%	-	-	0.0%
504211 Postage & Mailing	-	-	0.0%	-	-	0.0%	-	-	0.0%
504214 Promotional Items	-	-	0.0%	-	-	0.0%	-	-	0.0%
504215 Printing	-	-	0.0%	-	-	0.0%	-	-	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	-	0.0%	-	-	0.0%
504311 Office Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504315 Safety Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504417 Tenant Repairs	-	-	0.0%	-	-	0.0%	-	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	-	0.0%	-	-	0.0%
504511 Small Tools	-	-	0.0%	-	-	0.0%	-	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%
UTILITIES									
505011 Gas & Electric	-	-	0.0%	-	-	0.0%	-	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	-	0.0%	-	-	0.0%
505031 Telecommunications	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%
CASUALTY & LIABILITY									
506011 Insurance - Property	-	-	0.0%	-	-	0.0%	-	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	-	0.0%	-	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	-	0.0%	-	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	-	0.0%	-	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET Bus Operators - 3300

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY18 BUDG FY19
TAXES							
507051 Fuel Tax	-	-	0.0%	-	-	0.0%	-
507201 Licenses & Permits	-	-	0.0%	-	-	0.0%	-
507999 Other Taxes	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PURCHASED TRANS.							
503406 Contract/Paratransit	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
MISC EXPENSE							
509011 Dues/Subscriptions	-	-	0.0%	-	-	0.0%	-
509081 Advertising - District Promo	-	-	0.0%	-	-	0.0%	-
509101 Employee Incentive Program	200	4,100	1950.0%	3,900	4,100	0.0%	-
509121 Employee Training	-	-	0.0%	-	-	0.0%	-
509122 BOD Travel	-	-	0.0%	-	-	0.0%	-
509123 Travel	-	-	0.0%	-	-	0.0%	-
509125 Local Meeting Expense	-	-	0.0%	-	-	0.0%	-
509127 Board Director Fees	-	-	0.0%	-	-	0.0%	-
509150 Contributions	-	-	0.0%	-	-	0.0%	-
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%	-
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%	-
Totals	200	4,100	1950.0%	3,900	4,100	0.0%	-
LEASES & RENTALS							
512011 Facility Lease	-	-	0.0%	-	-	0.0%	-
512061 Equipment Rental	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PERSONNEL TOTAL							
	16,385,210	17,063,139	4.1%	677,929	17,671,728	3.6%	608,589
NON-PERSONNEL TOTAL							
	2,700	6,100	125.9%	3,400	6,100	0.0%	-
DEPARTMENT TOTALS	16,387,910	17,069,239	4.2%	681,329	17,677,828	3.6%	608,589

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET Fleet Maintenance - 4100

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY18 BUDG FY19
LABOR							
501011 Bus Operator Pay	-	-	0.0%	-	-	0.0%	-
501013 Bus Operator OT	-	-	0.0%	-	-	0.0%	-
501021 Other Salaries	1,982,481	2,058,469	3.8%	75,988	2,093,946	1.7%	35,477
501023 Other OT	114,841	118,778	3.4%	3,937	120,825	1.7%	2,047
Totals	2,097,322	2,177,247	3.8%	79,925	2,214,771	1.7%	37,524
FRINGE BENEFITS							
502011 Medicare/Soc. Sec.	36,586	38,665	5.7%	2,079	39,414	1.9%	749
502021 Retirement	544,282	606,365	11.4%	62,082	651,942	7.5%	45,578
502031 Medical Ins	925,987	933,940	0.9%	7,953	972,926	4.2%	38,986
502041 Dental Ins	55,380	58,421	5.5%	3,042	60,174	3.0%	1,753
502045 Vision Ins	11,845	12,531	5.8%	686	12,907	3.0%	376
502051 Life Ins/AD&D	4,335	3,936	-9.2%	(399)	4,054	3.0%	118
502060 State Disability Ins (SDI)	23,789	23,691	-0.4%	(98)	24,912	5.2%	1,221
502061 Long Term Disability Ins	17,223	18,571	7.8%	1,348	19,368	4.3%	797
502071 State Unemployment Ins (SUI)	8,745	6,650	-24.0%	(2,095)	7,055	6.1%	405
502081 Worker's Comp Ins	110,327	104,162	-5.6%	(6,165)	107,287	3.0%	3,125
502101 Holiday Pay	74,102	78,392	5.8%	4,290	79,919	1.9%	1,527
502103 Floating Holiday	5,753	9,681	68.3%	3,928	9,872	2.0%	191
502109 Sick Leave	111,154	117,588	5.8%	6,435	119,879	1.9%	2,291
502111 Annual Leave	302,470	265,246	-12.3%	(37,224)	275,032	3.7%	9,785
502121 Other Paid Absence	17,368	18,373	5.8%	1,005	18,731	1.9%	358
502251 Phys. Exams	1,910	1,910	0.0%	-	1,910	0.0%	-
502253 Driver Lic Renewal	412	412	0.0%	-	412	0.0%	-
502999 Other Fringe Benefits	2,981	4,957	66.3%	1,976	4,988	0.6%	32
Totals	2,254,649	2,303,491	2.2%	48,842	2,410,782	4.7%	107,291

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET Fleet Maintenance - 4100

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY18 BUDG FY19
SERVICES							
503011 Acting/Audit Fees	-	-	0.0%	-	-	0.0%	-
503012 Admin/Bank Fees	-	-	0.0%	-	-	0.0%	-
503031 Prof/Technical Fees	-	50,000	100.0%	50,000	-	-100.0%	(50,000)
503032 Legislative Services	-	-	0.0%	-	-	0.0%	-
503033 Legal Services	-	-	0.0%	-	-	0.0%	-
503034 Pre-Employment Exams	-	-	0.0%	-	-	0.0%	-
503041 Temp Help	-	-	0.0%	-	-	0.0%	-
503161 Custodial Services	-	-	0.0%	-	-	0.0%	-
503162 Uniforms/Laundry	15,000	15,000	0.0%	-	15,000	0.0%	-
503171 Security Services	-	-	0.0%	-	-	0.0%	-
503221 Classified/Legal Ads	-	-	0.0%	-	-	0.0%	-
503222 Legal Ads	-	-	0.0%	-	-	0.0%	-
503225 Graphic Services	-	-	0.0%	-	-	0.0%	-
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	0.0%	-
503352 Repair - Equipment	34,505	34,500	0.0%	(5)	34,500	0.0%	-
503353 Repair - Rev Vehicle	650,500	325,000	-50.0%	(325,500)	325,000	0.0%	-
503354 Repair - Non Rev Vehicle	30,000	30,000	0.0%	-	30,000	0.0%	-
503363 Haz Mat Disposal	-	-	0.0%	-	-	0.0%	-
Totals	730,005	454,500	-37.7%	(275,505)	404,500	-11.0%	(50,000)
MOBILE MATERIALS & SUPPLIES							
504011 Fuels & Lubricants - Non Rev Veh	90,000	60,000	-33.3%	(30,000)	60,000	0.0%	-
504012 Fuels & Lubricants - Rev Veh	1,798,656	1,847,000	2.7%	48,344	1,847,000	0.0%	-
504021 Tires & Tubes	300,000	300,000	0.0%	-	300,000	0.0%	-
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%	-
504191 Rev Vehicle Parts	620,286	733,000	18.2%	112,714	733,000	0.0%	-
Totals	2,808,942	2,940,000	4.7%	131,058	2,940,000	0.0%	-

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET Fleet Maintenance - 4100

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY18 BUDG FY19
OTHER MATERIALS & SUPPLIES							
504205 Freight Out	136	2,500	1738.2%	2,364	2,500	0.0%	-
504211 Postage & Mailing	250	-	-100.0%	(250)	-	0.0%	-
504214 Promotional Items	-	-	0.0%	-	-	0.0%	-
504215 Printing	500	-	-100.0%	(500)	-	0.0%	-
504217 Photo Supp/Process	-	-	0.0%	-	-	0.0%	-
504311 Office Supplies	1,500	1,500	0.0%	-	1,500	0.0%	-
504315 Safety Supplies	9,520	4,000	-58.0%	(5,520)	4,000	0.0%	-
504317 Cleaning Supplies	5,730	10,600	85.0%	4,870	10,600	0.0%	-
504409 Repair/Maint Supplies	-	-	0.0%	-	-	0.0%	-
504417 Tenant Repairs	-	-	0.0%	-	-	0.0%	-
504421 Non-Inventory Parts	39,730	58,000	46.0%	18,270	58,000	0.0%	-
504511 Small Tools	6,500	6,500	0.0%	-	6,500	0.0%	-
504515 Employee Tool Replacement	2,180	3,000	37.6%	820	3,000	0.0%	-
Totals	66,046	86,100	30.4%	20,054	86,100	0.0%	-
UTILITIES							
505011 Gas & Electric	-	-	0.0%	-	-	0.0%	-
505021 Water & Garbage	-	-	0.0%	-	-	0.0%	-
505031 Telecommunications	50,526	50,000	-1.0%	(526)	50,000	0.0%	-
Totals	50,526	50,000	-1.0%	(526)	50,000	0.0%	-
CASUALTY & LIABILITY							
506011 Insurance - Property	-	-	0.0%	-	-	0.0%	-
506015 Insurance - PL/PD	-	-	0.0%	-	-	0.0%	-
506021 Insurance - Other	-	-	0.0%	-	-	0.0%	-
506123 Settlement Costs	-	-	0.0%	-	-	0.0%	-
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET Fleet Maintenance - 4100

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY18 BUDG FY19
TAXES							
507051 Fuel Tax	14,280	15,000	5.0%	720	15,000	0.0%	-
507201 Licenses & Permits	-	-	0.0%	-	-	0.0%	-
507999 Other Taxes	-	-	0.0%	-	-	0.0%	-
Totals	14,280	15,000	5.0%	720	15,000	0.0%	-
PURCHASED TRANS.							
503406 Contract/Paratransit	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
MISC EXPENSE							
509011 Dues/Subscriptions	3,900	7,000	79.5%	3,100	7,000	0.0%	-
509081 Advertising - District Promo	-	-	0.0%	-	-	0.0%	-
509101 Employee Incentive Program	-	-	0.0%	-	-	0.0%	-
509121 Employee Training	16,152	6,400	-60.4%	(9,752)	6,400	0.0%	-
509122 BOD Travel	-	-	0.0%	-	-	0.0%	-
509123 Travel	10,000	3,680	-63.2%	(6,320)	3,680	0.0%	-
509125 Local Meeting Expense	-	-	0.0%	-	-	0.0%	-
509127 Board Director Fees	-	-	0.0%	-	-	0.0%	-
509150 Contributions	-	-	0.0%	-	-	0.0%	-
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%	-
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%	-
Totals	30,052	17,080	-43.2%	(12,972)	17,080	0.0%	-
LEASES & RENTALS							
512011 Facility Lease	-	-	0.0%	-	-	0.0%	-
512061 Equipment Rental	225	225	0.0%	-	225	0.0%	-
Totals	225	225	0.0%	-	225	0.0%	-
PERSONNEL TOTAL	4,351,971	4,480,738	3.0%	128,768	4,625,554	3.2%	144,815
NON-PERSONNEL TOTAL	3,700,076	3,562,905	-3.7%	(137,171)	3,512,905	-1.4%	(50,000)
DEPARTMENT TOTALS	8,052,047	8,043,643	-0.1%	(8,403)	8,138,459	1.2%	94,815

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 OPERATING BUDGET**
COBRA Benefits - 9001

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY18 BUDG FY19	BUDGET FY19	BUDG FY18 BUDG FY19
LABOR									
501011 Bus Operator Pay	-	-	0.0%	-	-	0.0%	-	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	-	0.0%	-	-	0.0%
501021 Other Salaries	-	-	0.0%	-	-	0.0%	-	-	0.0%
501023 Other OT	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%
FRINGE BENEFITS									
502011 Medicare/Soc. Sec.	-	-	0.0%	-	-	0.0%	-	-	0.0%
502021 Retirement	-	-	0.0%	-	-	0.0%	-	-	0.0%
502031 Medical Ins	-	-	0.0%	-	-	0.0%	-	-	0.0%
502041 Dental Ins	-	-	0.0%	-	-	0.0%	-	-	0.0%
502045 Vision Ins	-	-	0.0%	-	-	0.0%	-	-	0.0%
502051 Life Ins/AD&D	-	-	0.0%	-	-	0.0%	-	-	0.0%
502060 State Disability Ins (SDI)	-	-	0.0%	-	-	0.0%	-	-	0.0%
502061 Long Term Disability Ins	-	-	0.0%	-	-	0.0%	-	-	0.0%
502071 State Unemployment Ins (SUI)	-	-	0.0%	-	-	0.0%	-	-	0.0%
502081 Worker's Comp Ins	-	-	0.0%	-	-	0.0%	-	-	0.0%
502101 Holiday Pay	-	-	0.0%	-	-	0.0%	-	-	0.0%
502103 Floating Holiday	-	-	0.0%	-	-	0.0%	-	-	0.0%
502109 Sick Leave	-	-	0.0%	-	-	0.0%	-	-	0.0%
502111 Annual Leave	-	-	0.0%	-	-	0.0%	-	-	0.0%
502121 Other Paid Absence	-	-	0.0%	-	-	0.0%	-	-	0.0%
502251 Phys. Exams	-	-	0.0%	-	-	0.0%	-	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	-	0.0%	-	-	0.0%
502999 Other Fringe Benefits	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET COBRA Benefits - 9001

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17	BUDG FY18	BUDGET FY17	BUDG FY18	BUDGET FY17	BUDGET FY18	BUDG FY17
SERVICES									
503011 Acting/Audit Fees	-	-	0.0%	-	-	0.0%	-	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	-	0.0%	-	-	0.0%
503031 Prof/Technical Fees	-	-	0.0%	-	-	0.0%	-	-	0.0%
503032 Legislative Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503033 Legal Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	-	0.0%	-	-	0.0%
503041 Temp Help	-	-	0.0%	-	-	0.0%	-	-	0.0%
503161 Custodial Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	-	0.0%	-	-	0.0%
503171 Security Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	-	0.0%	-	-	0.0%
503222 Legal Ads	-	-	0.0%	-	-	0.0%	-	-	0.0%
503225 Graphic Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	0.0%	-	-	0.0%
503352 Repair - Equipment	-	-	0.0%	-	-	0.0%	-	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	-	0.0%	-	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	0.0%	-	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%
MOBILE MATERIALS & SUPPLIES									
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	0.0%	-	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	0.0%	-	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	-	0.0%	-	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET COBRA Benefits - 9001

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17	BUDG FY18	BUDGET FY19	BUDG FY18	BUDG FY19	BUDGET FY19	BUDG FY19
OTHER MATERIALS & SUPPLIES									
504205 Freight Out	-	-	0.0%	-	-	0.0%	-	-	0.0%
504211 Postage & Mailing	-	-	0.0%	-	-	0.0%	-	-	0.0%
504214 Promotional Items	-	-	0.0%	-	-	0.0%	-	-	0.0%
504215 Printing	-	-	0.0%	-	-	0.0%	-	-	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	-	0.0%	-	-	0.0%
504311 Office Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504315 Safety Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504417 Tenant Repairs	-	-	0.0%	-	-	0.0%	-	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	-	0.0%	-	-	0.0%
504511 Small Tools	-	-	0.0%	-	-	0.0%	-	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%
UTILITIES									
505011 Gas & Electric	-	-	0.0%	-	-	0.0%	-	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	-	0.0%	-	-	0.0%
505031 Telecommunications	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%
CASUALTY & LIABILITY									
506011 Insurance - Property	-	-	0.0%	-	-	0.0%	-	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	-	0.0%	-	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	-	0.0%	-	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	-	0.0%	-	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 OPERATING BUDGET
 COBRA Benefits - 9001

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE	BUDG FY18	BUDG FY19	\$ CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY18 BUDG FY19	BUDG FY18	BUDG FY19	BUDG FY18 BUDG FY19
TAXES										
507051 Fuel Tax	-	-	0.0%	-	-	0.0%	-	-	-	-
507201 Licenses & Permits	-	-	0.0%	-	-	0.0%	-	-	-	-
507999 Other Taxes	-	-	0.0%	-	-	0.0%	-	-	-	-
Totals	-	-	0.0%	-	-	0.0%	-	-	-	-
PURCHASED TRANS.										
503406 Contract/Paratransit	-	-	0.0%	-	-	0.0%	-	-	-	-
Totals	-	-	0.0%	-	-	0.0%	-	-	-	-
MISC EXPENSE										
509011 Dues/Subscriptions	-	-	0.0%	-	-	0.0%	-	-	-	-
509081 Advertising - District Promo	-	-	0.0%	-	-	0.0%	-	-	-	-
509101 Employee Incentive Program	-	-	0.0%	-	-	0.0%	-	-	-	-
509121 Employee Training	-	-	0.0%	-	-	0.0%	-	-	-	-
509122 BOD Travel	-	-	0.0%	-	-	0.0%	-	-	-	-
509123 Travel	-	-	0.0%	-	-	0.0%	-	-	-	-
509125 Local Meeting Expense	-	-	0.0%	-	-	0.0%	-	-	-	-
509127 Board Director Fees	-	-	0.0%	-	-	0.0%	-	-	-	-
509150 Contributions	-	-	0.0%	-	-	0.0%	-	-	-	-
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%	-	-	-	-
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%	-	-	-	-
Totals	-	-	0.0%	-	-	0.0%	-	-	-	-
LEASES & RENTALS										
512011 Facility Lease	-	-	0.0%	-	-	0.0%	-	-	-	-
512061 Equipment Rental	-	-	0.0%	-	-	0.0%	-	-	-	-
Totals	-	-	0.0%	-	-	0.0%	-	-	-	-
PERSONNEL TOTAL										
NON-PERSONNEL TOTAL										
DEPARTMENT TOTALS										
-	-	-	0.0%	-	-	0.0%	-	-	-	-

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET Retired Employee Benefits - 9005

ACCOUNT	Jun-16 BUDGET FY17	Jun-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Jun-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
LABOR							
501011 Bus Operator Pay	-	-	0.0%	-	-	0.0%	-
501013 Bus Operator OT	-	-	0.0%	-	-	0.0%	-
501021 Other Salaries	-	-	0.0%	-	-	0.0%	-
501023 Other OT	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
FRINGE BENEFITS							
502011 Medicare/Soc. Sec.	-	-	0.0%	-	-	0.0%	-
502021 Retirement	-	-	0.0%	-	-	0.0%	-
502031 Medical Ins	3,128,918	3,201,976	2.3%	73,058	3,340,755	4.3%	138,779
502041 Dental Ins	69,002	78,000	13.0%	8,998	80,340	3.0%	2,340
502045 Vision Ins	20,490	25,578	24.8%	5,088	26,345	3.0%	767
502051 Life Ins/AD&D	6,525	6,999	2.7%	174	6,900	3.0%	201
502060 State Disability Ins (SDI)	-	-	0.0%	-	-	0.0%	-
502061 Long Term Disability Ins	-	-	0.0%	-	-	0.0%	-
502071 State Unemployment Ins (SUI)	-	-	0.0%	-	-	0.0%	-
502081 Worker's Comp Ins	-	-	0.0%	-	-	0.0%	-
502101 Holiday Pay	-	-	0.0%	-	-	0.0%	-
502103 Floating Holiday	-	-	0.0%	-	-	0.0%	-
502109 Sick Leave	-	-	0.0%	-	-	0.0%	-
502111 Annual Leave	-	-	0.0%	-	-	0.0%	-
502121 Other Paid Absence	-	-	0.0%	-	-	0.0%	-
502251 Phys. Exams	-	-	0.0%	-	-	0.0%	-
502253 Driver Lic Renewal	-	-	0.0%	-	-	0.0%	-
502999 Other Fringe Benefits	6,341	6,255	-1.4%	(86)	6,567	5.0%	313
Totals	3,231,276	3,318,508	2.7%	87,232	3,460,908	4.3%	142,400

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET Retired Employee Benefits - 9005

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE	Jun-18	% CHANGE	\$ CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17	BUDG FY18	BUDGET FY19	BUDG FY18	BUDG FY19	BUDGET FY18	BUDG FY19	BUDG FY19
SERVICES										
503011 Acting/Audit Fees	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
503012 Admin/Bank Fees	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
503031 Prof/Technical Fees	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
503032 Legislative Services	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
503033 Legal Services	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
503034 Pre-Employment Exams	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
503041 Temp Help	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
503161 Custodial Services	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
503162 Uniforms/Laundry	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
503171 Security Services	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
503221 Classified/Legal Ads	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
503222 Legal Ads	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
503225 Graphic Services	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
503352 Repair - Equipment	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
503353 Repair - Rev Vehicle	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
503363 Haz Mat Disposal	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
MOBILE MATERIALS & SUPPLIES										
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
504021 Tires & Tubes	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
504191 Rev Vehicle Parts	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%	-

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET Retired Employee Benefits - 9005

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE	Jun-18	% CHANGE	\$ CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17	BUDG FY18	BUDGET FY17	BUDG FY18	BUDG FY17	BUDG FY18	BUDG FY17	BUDG FY18
OTHER MATERIALS & SUPPLIES										
504205 Freight Out	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
504211 Postage & Mailing	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
504214 Promotional Items	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
504215 Printing	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
504217 Photo Supp/Process	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
504311 Office Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
504315 Safety Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
504317 Cleaning Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
504409 Repair/Maint Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
504417 Tenant Repairs	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
504421 Non-Inventory Parts	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
504511 Small Tools	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
504515 Employee Tool Replacement	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
UTILITIES										
505011 Gas & Electric	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
505021 Water & Garbage	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
505031 Telecommunications	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
CASUALTY & LIABILITY										
506011 Insurance - Property	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
506015 Insurance - PL/PD	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
506021 Insurance - Other	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
506123 Settlement Costs	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%	-

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET Retired Employee Benefits - 9005

ACCOUNT	Jun-16 BUDGET FY17	Jun-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Jun-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
TAXES							
507051 Fuel Tax	-	-	0.0%	-	-	0.0%	-
507201 Licenses & Permits	-	-	0.0%	-	-	0.0%	-
507999 Other Taxes	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PURCHASED TRANS.							
503406 Contract/Paratransit	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
MISC EXPENSE							
509011 Dues/Subscriptions	-	-	0.0%	-	-	0.0%	-
509081 Advertising - District Promo	-	-	0.0%	-	-	0.0%	-
509101 Employee Incentive Program	-	-	0.0%	-	-	0.0%	-
509121 Employee Training	-	-	0.0%	-	-	0.0%	-
509122 BOD Travel	-	-	0.0%	-	-	0.0%	-
509123 Travel	-	-	0.0%	-	-	0.0%	-
509125 Local Meeting Expense	-	-	0.0%	-	-	0.0%	-
509127 Board Director Fees	-	-	0.0%	-	-	0.0%	-
509150 Contributions	-	-	0.0%	-	-	0.0%	-
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%	-
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
LEASES & RENTALS							
512011 Facility Lease	-	-	0.0%	-	-	0.0%	-
512061 Equipment Rental	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PERSONNEL TOTAL	3,231,276	3,318,508	2.7%	87,232	3,460,908	4.3%	142,400
NON-PERSONNEL TOTAL	-	-	0.0%	-	-	0.0%	-
DEPARTMENT TOTALS	3,231,276	3,318,508	2.7%	87,232	3,460,908	4.3%	142,400

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET SCCIC - 700

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY18 BUDG FY19	BUDGET FY19	BUDG FY18 BUDG FY19
LABOR									
501011 Bus Operator Pay	-	-	0.0%	-	-	0.0%	-	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	-	0.0%	-	-	0.0%
501021 Other Salaries	-	-	0.0%	-	-	0.0%	-	-	0.0%
501023 Other OT	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%
FRINGE BENEFITS									
502011 Medicare/Soc. Sec.	-	-	0.0%	-	-	0.0%	-	-	0.0%
502021 Retirement	-	-	0.0%	-	-	0.0%	-	-	0.0%
502031 Medical Ins	-	-	0.0%	-	-	0.0%	-	-	0.0%
502041 Dental Ins	-	-	0.0%	-	-	0.0%	-	-	0.0%
502045 Vision Ins	-	-	0.0%	-	-	0.0%	-	-	0.0%
502051 Life Ins/AD&D	-	-	0.0%	-	-	0.0%	-	-	0.0%
502060 State Disability Ins (SDI)	-	-	0.0%	-	-	0.0%	-	-	0.0%
502061 Long Term Disability Ins	-	-	0.0%	-	-	0.0%	-	-	0.0%
502071 State Unemployment Ins (SUI)	-	-	0.0%	-	-	0.0%	-	-	0.0%
502081 Worker's Comp Ins	-	-	0.0%	-	-	0.0%	-	-	0.0%
502101 Holiday Pay	-	-	0.0%	-	-	0.0%	-	-	0.0%
502103 Floating Holiday	-	-	0.0%	-	-	0.0%	-	-	0.0%
502109 Sick Leave	-	-	0.0%	-	-	0.0%	-	-	0.0%
502111 Annual Leave	-	-	0.0%	-	-	0.0%	-	-	0.0%
502121 Other Paid Absence	-	-	0.0%	-	-	0.0%	-	-	0.0%
502251 Phys. Exams	-	-	0.0%	-	-	0.0%	-	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	-	0.0%	-	-	0.0%
502999 Other Fringe Benefits	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET SCCIC - 700

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17	BUDG FY18	BUDGET FY19	BUDG FY18	BUDG FY19	BUDGET FY19	BUDG FY19
SERVICES									
503011 Acting/Audit Fees	250	250	0.0%	-	250	0.0%	-	250	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	-	0.0%	-	-	0.0%
503031 Prof/Technical Fees	-	-	0.0%	-	-	0.0%	-	-	0.0%
503032 Legislative Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503033 Legal Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	-	0.0%	-	-	0.0%
503041 Temp Help	-	-	0.0%	-	-	0.0%	-	-	0.0%
503161 Custodial Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	-	0.0%	-	-	0.0%
503171 Security Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	-	0.0%	-	-	0.0%
503222 Legal Ads	-	-	0.0%	-	-	0.0%	-	-	0.0%
503225 Graphic Services	-	-	0.0%	-	-	0.0%	-	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	0.0%	-	-	0.0%
503352 Repair - Equipment	-	-	0.0%	-	-	0.0%	-	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	-	0.0%	-	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	0.0%	-	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	250	250	0.0%	-	250	0.0%	-	250	0.0%
MOBILE MATERIALS & SUPPLIES									
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	0.0%	-	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	0.0%	-	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	-	0.0%	-	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET SCCIC - 700

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17	BUDG FY18	BUDGET FY18	BUDG FY17	BUDG FY18	BUDGET FY19	BUDG FY19
OTHER MATERIALS & SUPPLIES									
504205 Freight Out	-	-	0.0%	-	-	0.0%	-	-	0.0%
504211 Postage & Mailing	-	-	0.0%	-	-	0.0%	-	-	0.0%
504214 Promotional Items	-	-	0.0%	-	-	0.0%	-	-	0.0%
504215 Printing	-	-	0.0%	-	-	0.0%	-	-	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	-	0.0%	-	-	0.0%
504311 Office Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504315 Safety Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504417 Tenant Repairs	-	-	0.0%	-	-	0.0%	-	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	-	0.0%	-	-	0.0%
504511 Small Tools	-	-	0.0%	-	-	0.0%	-	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%
UTILITIES									
505011 Gas & Electric	-	-	0.0%	-	-	0.0%	-	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	-	0.0%	-	-	0.0%
505031 Telecommunications	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%
CASUALTY & LIABILITY									
506011 Insurance - Property	-	-	0.0%	-	-	0.0%	-	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	-	0.0%	-	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	-	0.0%	-	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	-	0.0%	-	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 OPERATING BUDGET**
SCCIC - 700

ACCOUNT	Jun-16	Jun-17	% CHANGE	\$ CHANGE	Jun-17	% CHANGE	\$ CHANGE	BUDG FY18	BUDG FY19	\$ CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY18 BUDG FY19	BUDG FY18	BUDG FY19	BUDG FY18 BUDG FY19
TAXES										
507051 Fuel Tax	-	-	0.0%	-	-	0.0%	-	-	-	-
507201 Licenses & Permits	-	-	0.0%	-	-	0.0%	-	-	-	-
507999 Other Taxes	-	-	0.0%	-	-	0.0%	-	-	-	-
Totals	-	-	0.0%	-	-	0.0%	-	-	-	-
PURCHASED TRANS.										
503406 Contract/Paratransit	-	-	0.0%	-	-	0.0%	-	-	-	-
Totals	-	-	0.0%	-	-	0.0%	-	-	-	-
MISC EXPENSE										
509011 Dues/Subscriptions	-	-	0.0%	-	-	0.0%	-	-	-	-
509081 Advertising - District Promo	-	-	0.0%	-	-	0.0%	-	-	-	-
509101 Employee Incentive Program	-	-	0.0%	-	-	0.0%	-	-	-	-
509121 Employee Training	-	-	0.0%	-	-	0.0%	-	-	-	-
509122 BOD Travel	-	-	0.0%	-	-	0.0%	-	-	-	-
509123 Travel	-	-	0.0%	-	-	0.0%	-	-	-	-
509125 Local Meeting Expense	-	-	0.0%	-	-	0.0%	-	-	-	-
509127 Board Director Fees	-	-	0.0%	-	-	0.0%	-	-	-	-
509150 Contributions	-	-	0.0%	-	-	0.0%	-	-	-	-
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%	-	-	-	-
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%	-	-	-	-
Totals	-	-	0.0%	-	-	0.0%	-	-	-	-
LEASES & RENTALS										
512011 Facility Lease	-	-	0.0%	-	-	0.0%	-	-	-	-
512061 Equipment Rental	-	-	0.0%	-	-	0.0%	-	-	-	-
Totals	-	-	0.0%	-	-	0.0%	-	-	-	-
PERSONNEL TOTAL										
	-	-	0.0%	-	-	0.0%	-	-	-	-
NON-PERSONNEL TOTAL										
	250	250	0.0%	-	250	0.0%	-	250	250	0.0%
DEPARTMENT TOTALS										
	250	250	0.0%	-	250	0.0%	-	250	250	0.0%

Attachment D

FY18 & FY19 OPERATING BUDGET Authorized and Funded Personnel - Full Time Equivalent (FTE) Summary

Position Title	FY 17 June 2016		FY 18 June 2017		FY 19 June 2017	
	Authorized	Funded	Authorized	Funded	Authorized	Funded
Administration - 1100	5.00	4.00	5.00	4.00	5.00	4.00
Finance - 1200	8.50	7.00	9.50	8.00	9.50	8.00
Customer Service - 1300	10.25	8.00	15.25	12.00	15.25	12.00
Human Resources - 1400	6.00	5.00	8.00	6.00	8.00	6.00
Information Technology - 1500	7.00	5.00	7.00	5.00	7.00	5.00
Planning, Grants, Governmental Affairs - 1600	9.00	5.00	11.00	5.00	11.00	5.00
District Counsel - 1700	3.00	3.00	3.00	1.00	3.00	1.00
Risk Management - 1800	3.00	2.00	3.00	2.00	3.00	2.00
Purchasing - 1900	8.00	8.00	9.00	8.00	9.00	8.00
Facilities Maintenance - 2200	22.00	17.00	22.00	17.00	22.00	17.00
Paratransit - 3100	62.00	49.00	55.00	44.00	55.00	44.00
Operations - 3200	21.00	15.00	22.00	16.00	22.00	16.00
Bus Operators - 3300	171.00	146.00	171.00	153.00	171.00	153.00
Fleet Maintenance - 4100	56.00	37.00	57.00	38.00	57.00	38.00
Total Full-Time Equivalents (FTEs)	391.75	311.00	397.75	319.00	397.75	319.00

FY18 & FY19 OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Administration - 1100

Position Title	Authorized	Funded	Authorized	Funded	Authorized	Funded
	FY 17 June 2016	FY 17 June 2016	FY 18 June 2017	FY 18 June 2017	FY 19 June 2017	FY 19 June 2017
CEO/General Manager	1.00	1.00	1.00	1.00	1.00	1.00
Chief Operations Officer	1.00	1.00	1.00	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	2.00	1.00	2.00	1.00	2.00	1.00
Total Full-Time Equivalents (FTEs)	5.00	4.00	5.00	4.00	5.00	4.00

FY18 & FY19 OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Finance - 1200

Position Title	FY 17		FY 18		FY 19	
	Authorized June 2016	Funded June 2016	Authorized June 2017	Funded June 2017	Authorized June 2017	Funded June 2017
Finance Manager	1.00	1.00	1.00	1.00	1.00	1.00
Assistant Finance Manager	1.00	1.00	1.00	1.00	1.00	1.00
Senior Accountant	0.50	0.00	0.50	0.00	0.50	0.00
Accountant II	1.00	1.00	1.00	1.00	1.00	1.00
Accounting Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Sr. Accounting Tech	1.00	1.00	1.00	1.00	1.00	1.00
Payroll and Accounting Support Specialist	1.00	1.00	0.00	0.00	0.00	0.00
Sr. Payroll Specialist	0.00	0.00	1.00	1.00	1.00	1.00
Ticket & Pass Program Specialist *	0.00	0.00	1.00	1.00	1.00	1.00
Sr. Financial Analyst	1.00	1.00	1.00	1.00	1.00	1.00
Revenue Specialist	1.00	0.00	1.00	0.00	1.00	0.00
Total Full-Time Equivalents (FTEs)	8.50	7.00	9.50	8.00	9.50	8.00

* 1 Ticket & Pass Program Specialist position is transferred from Customer Service to Finance in FY18.

FY18 & FY19 OPERATING BUDGET
 Authorized and Funded Personnel - Full Time Equivalent (FTE)
 Customer Service - 1300

Position Title	Authorized FY 17 June 2016	Funded FY 17 June 2016	Authorized FY 18 June 2017	Funded FY 18 June 2017	Authorized FY 19 June 2017	Funded FY 19 June 2017
Marketing, Communications and Customer Service Manager	1.00	0.00	1.00	0.00	1.00	0.00
Transit Supervisor *	1.00	1.00	0.00	0.00	0.00	0.00
Customer Service Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
CSR **	5.00	4.00	12.00	10.00	12.00	10.00
Ticket & Pass Program Specialist ***	1.00	1.00	0.00	0.00	0.00	0.00
Administrative Assistant	1.25	1.00	1.25	1.00	1.25	1.00
Total Full-Time Equivalents (FTEs)	10.25	8.00	15.25	12.00	15.25	12.00

* 1 Transit Supervisor position is transferred from Customer Service to Operations in FY17.
 ** 6 Reservationist positions are transferred from Paratransit to Customer Service, and converted to CSRs in FY17.
 *** 1 Ticket & Pass Program Specialist position is transferred from Customer Service to Finance in FY18.

**FY18 & FY19 OPERATING BUDGET
 Authorized and Funded Personnel - Full Time Equivalent (FTE)
 Human Resources - 1400**

Position Title	Authorized	Funded	Authorized	Funded	Authorized	Funded
	FY 17 June 2016	FY 17 June 2016	FY 18 June 2017	FY 18 June 2017	FY 19 June 2017	FY 19 June 2017
Human Resources Manager	1.00	1.00	1.00	1.00	1.00	1.00
Asst Human Resources Manager	1.00	1.00	1.00	1.00	1.00	1.00
Personnel Technician	0.00	0.00	1.00	1.00	1.00	1.00
Human Resources Generalist	1.00	1.00	1.00	1.00	1.00	1.00
Benefits Administrator	1.00	1.00	1.00	1.00	1.00	1.00
Human Resources Specialist	1.00	0.00	1.00	0.00	1.00	0.00
Human Resources Clerk	1.00	1.00	1.00	0.00	1.00	0.00
Paralegal with HR Duties	0.00	0.00	1.00	1.00	1.00	1.00
Total Full-Time Equivalents (FTEs)	6.00	5.00	8.00	6.00	8.00	6.00

**FY18 & FY19 OPERATING BUDGET
 Authorized and Funded Personnel - Full Time Equivalent (FTE)
 Information Technology - 1500**

Position Title	FY 17		FY 18		FY 19	
	Authorized June 2016	Funded June 2016	Authorized June 2017	Funded June 2017	Authorized June 2017	Funded June 2017
Information Technology Manager	1.00	1.00	1.00	1.00	1.00	1.00
Asst Manager of Information Technology	1.00	0.00	1.00	0.00	1.00	0.00
Sr. Database Administrator	1.00	1.00	1.00	1.00	1.00	1.00
Database Administrator	1.00	1.00	1.00	1.00	1.00	1.00
Systems Administrator/Sr	1.00	0.00	1.00	1.00	1.00	1.00
IT Technician/Sr IT Tech	2.00	2.00	2.00	1.00	2.00	1.00
Total Full-Time Equivalents (FTEs)	7.00	5.00	7.00	5.00	7.00	5.00

FY18 & FY19 OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Planning, Grants, Governmental Affairs - 1600

Position Title	Authorized	Funded	Authorized	Funded	Authorized	Funded
	FY 17 June 2016	FY 17 June 2016	FY 18 June 2017	FY 18 June 2017	FY 19 June 2017	FY 19 June 2017
Planning and Development Manager	1.00	1.00	1.00	1.00	1.00	1.00
Grants/Legislative Analyst	2.00	1.00	2.00	1.00	2.00	1.00
Transportation Planning Supervisor	1.00	0.00	1.00	0.00	1.00	0.00
Jr. Transportation Planner	1.00	1.00	1.00	0.00	1.00	0.00
Sr. Transportation Planner	1.00	1.00	1.00	0.00	1.00	0.00
Transportation Planner	0.00	0.00	1.00	1.00	1.00	1.00
Transit Surveyor	1.00	0.00	1.00	0.00	1.00	0.00
Planning Analyst	0.00	0.00	1.00	1.00	1.00	1.00
Schedule Analyst	2.00	1.00	2.00	1.00	2.00	1.00
Total Full-Time Equivalents (FTEs)	9.00	5.00	11.00	5.00	11.00	5.00

**FY18 & FY19 OPERATING BUDGET
 Authorized and Funded Personnel - Full Time Equivalent (FTE)
 District Counsel - 1700**

Position Title	Authorized FY 17 June 2016	Funded FY 17 June 2016	Authorized FY 18 June 2017	Funded FY 18 June 2017	Authorized FY 19 June 2017	Funded FY 19 June 2017
District Counsel	1.00	1.00	1.00	0.00	1.00	0.00
Paralegal	1.00	1.00	1.00	0.00	1.00	0.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00
Total Full-Time Equivalents (FTEs)	3.00	3.00	3.00	1.00	3.00	1.00

**FY18 & FY19 OPERATING BUDGET
 Authorized and Funded Personnel - Full Time Equivalent (FTE)
 Risk Management - 1800**

Position Title	Authorized FY 17 June 2016	Funded FY 17 June 2016	Authorized FY 18 June 2017	Funded FY 18 June 2017	Authorized FY 19 June 2017	Funded FY 19 June 2017
Claims Investigator II	1.00	0.00	1.00	0.00	1.00	0.00
Safety Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Safety, Security and Risk Manager	1.00	1.00	1.00	1.00	1.00	1.00
Total Full-Time Equivalents (FTEs)	3.00	2.00	3.00	2.00	3.00	2.00

FY18 & FY19 OPERATING BUDGET
 Authorized and Funded Personnel - Full Time Equivalent (FTE)
 Purchasing - 1900

Position Title	Authorized	Funded	Authorized	Funded	Authorized	Funded
	FY 17 June 2016	FY 17 June 2016	FY 18 June 2017	FY 18 June 2017	FY 19 June 2017	FY 19 June 2017
Purchasing Manager	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	0.00	0.00	0.00	0.00
Admin Specialist	0.00	0.00	1.00	1.00	1.00	1.00
Purchasing Agent	0.00	0.00	1.00	1.00	1.00	1.00
Purchasing Assistant	1.00	1.00	1.00	0.00	1.00	0.00
Supervisor of Parts & Materials	1.00	1.00	1.00	1.00	1.00	1.00
FM Lead Parts Clerk	1.00	1.00	1.00	1.00	1.00	1.00
Parts Clerk	1.00	1.00	1.00	1.00	1.00	1.00
Receiving Parts Clerk	1.00	1.00	1.00	1.00	1.00	1.00
Admin Clerk I	1.00	1.00	1.00	1.00	1.00	1.00
Total Full-Time Equivalents (FTEs)	8.00	8.00	9.00	8.00	9.00	8.00

FY18 & FY19 OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Facilities Maintenance - 2200

Position Title	FY 17 June 2016		FY 18 June 2017		FY 19 June 2017	
	Authorized	Funded	Authorized	Funded	Authorized	Funded
Facilities Maintenance Manager	1.00	0.00	1.00	0.00	1.00	0.00
Facilities Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Sr. Facilities Maint Worker	1.00	1.00	1.00	1.00	1.00	1.00
Admin Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Facilities Maint Worker II	7.00	6.00	7.00	6.00	7.00	6.00
Facilities Maint Worker I	2.00	0.00	2.00	0.00	2.00	0.00
Lead Custodian	1.00	1.00	1.00	1.00	1.00	1.00
Custodial Service Worker I	7.00	7.00	7.00	7.00	7.00	7.00
Administrative Assistant	1.00	0.00	1.00	0.00	1.00	0.00
Total Full-Time Equivalents (FTEs)	22.00	17.00	22.00	17.00	22.00	17.00

FY18 & FY19 OPERATING BUDGET
 Authorized and Funded Personnel - Full Time Equivalent (FTE)
 Paratransit - 3100

Position Title	FY 17 June 2016		FY 18 June 2017		FY 19 June 2017	
	Authorized	Funded	Authorized	Funded	Authorized	Funded
Paratransit Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
Assistant Paratransit Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
Accessible Services Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
Paratransit Eligibility Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
Reservation & Scheduling Coord	1.00	0.00	1.00	0.00	1.00	0.00
Safety/Road Response Coord	1.00	0.00	1.00	0.00	1.00	0.00
Dispatcher/Scheduler	4.00	4.00	4.00	4.00	4.00	4.00
Dispatcher	5.00	3.00	5.00	3.00	5.00	3.00
Clerk I-II-III	2.00	1.00	2.00	1.00	2.00	1.00
Van Operator	34.00	29.00	34.00	30.00	34.00	30.00
* Reservationist	7.00	6.00	0.00	0.00	0.00	0.00
Mechanic I-II	2.00	0.00	2.00	0.00	2.00	0.00
Paratransit Supervisor	2.00	2.00	2.00	2.00	2.00	2.00
Total Full-Time Equivalents (FTEs)	62.00	49.00	55.00	44.00	55.00	44.00

* 6 Reservationist positions are transferred from Paratransit to Customer Service, and converted to CSRs in FY17.

FY18 & FY19 OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Operations - 3200

Position Title	Authorized	Funded	Authorized	Funded	Authorized	Funded
	FY 17 June 2016	FY 17 June 2016	FY 18 June 2017	FY 18 June 2017	FY 19 June 2017	FY 19 June 2017
Assistant Superintendent	1.00	0.00	1.00	0.00	1.00	0.00
Fixed Route Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
* Transit Supervisor	14.00	10.00	15.00	11.00	15.00	11.00
Assistant Safety Coordinator	1.00	0.00	1.00	0.00	1.00	0.00
Safety & Training Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
Admin Assistant/Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00
Payroll Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Total Full-Time Equivalents (FTEs)	21.00	15.00	22.00	16.00	22.00	16.00

* 1 Transit Supervisor position is transferred from Customer Service to Operations in FY17.

FY18 & FY19 OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Bus Operators - 3300

Position Title	Authorized FY 17 June 2016	Funded FY 17 June 2016	Authorized FY 18 June 2017	Funded FY 18 June 2017	Authorized FY 19 June 2017	Funded FY 19 June 2017
Bus Operators	171.00	146.00	171.00	153.00	171.00	153.00
Total Full-Time Equivalents (FTEs)	171.00	146.00	171.00	153.00	171.00	153.00

FY18 & FY19 OPERATING BUDGET
 Authorized and Funded Personnel - Full Time Equivalent (FTE)
 Fleet Maintenance - 4100

Position Title	FY 17 June 2016		FY 18 June 2017		FY 19 June 2017	
	Authorized	Funded	Authorized	Funded	Authorized	Funded
Maintenance Manager	1.00	1.00	1.00	1.00	1.00	1.00
Maintenance Superintendent	0.00	0.00	1.00	1.00	1.00	1.00
Fleet Maint Supervisor	3.00	3.00	3.00	3.00	3.00	3.00
FM Lead Mechanic	6.00	4.00	6.00	4.00	6.00	4.00
FM Mechanic III	4.00	2.00	4.00	2.00	4.00	2.00
FM Mechanic I - II	18.00	13.00	18.00	13.00	18.00	13.00
Body Repair Mechanic	1.00	0.00	1.00	0.00	1.00	0.00
Upholsterer I - II	1.00	1.00	1.00	1.00	1.00	1.00
Admin Assistant/Supervisor	1.00	0.00	1.00	0.00	1.00	0.00
Admin Specialist	1.00	0.00	1.00	0.00	1.00	0.00
Accounting Tech/Sr Acctng Tech	2.00	1.00	2.00	1.00	2.00	1.00
Administrative Clerk I	1.00	0.00	1.00	0.00	1.00	0.00
Vehicle Service Technician	2.00	2.00	2.00	2.00	2.00	2.00
Vehicle Service Detailer	2.00	2.00	2.00	2.00	2.00	2.00
Vehicle Service Worker I - II	12.00	7.00	12.00	7.00	12.00	7.00
Electronic Technician	1.00	1.00	1.00	1.00	1.00	1.00
Total Full-Time Equivalents (FTEs)	56.00	37.00	57.00	38.00	57.00	38.00

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 FINAL CAPITAL BUDGET
AS OF JUNE 23, 2017

PROJECT/ACTIVITY	FEDERAL FUNDS	RESTRICTED	RESTRICTED (1B)	PTMISEA (1B) + INT-PAC STATION PLACEHOLDER	RESTRICTED CAL-OES PROP 1B - TRANSIT SECURITY	RESTRICTED STIP	LCTOP	RESTRICTED (SB 1) TIF	CAPITAL RESTRICTED STA	STA (XFR FROM OPER BUDGET)	UNRESTRICTED	OPERATING & CAPITAL RESERVE FUND	TOTAL
FY17 STA (Xfr from Oper. Budget) - Funds Committed										\$ 370,000			
FY18 STA (Xfr from Oper. Budget)										\$ 2,263,000			
Transportation Infrastructure Fund (TIF) - NEW SB1								\$ 737,000					
Estimated Cash Balance on Hand (if applicable)		N/A	\$ 390,000	\$ 5,989,824	\$ 981,000	N/A	\$ 709,292	\$ -	\$ 45,000	\$ 370,000	\$ 1,256,065	\$ -	\$ 9,741,181
Amount Available if not Cash on Hand		\$ 6,246,168				\$ 247,950		\$ 737,000		\$ 2,263,000	\$ -	\$ -	\$ 9,494,118
Construction Related Projects													
1 Pacific Station/Metro Center - Conceptual Design / MOU	\$ 168,822			\$ 3,576,333						\$ 42,205			\$ 3,787,360
2 Metrobase Project - Judy K. Souza - Operations Bldg.		\$ 390,000	\$ 390,000	\$ 1,411,247	\$ 445,000								\$ 2,246,247
3 Transit Security Projects		\$ 168,822	\$ 390,000	\$ 4,987,580	\$ 981,000	\$ -	\$ -	\$ -	\$ -	\$ 42,205	\$ -	\$ -	\$ 536,000
Subtotal													\$ 6,569,607
IT Projects													
4 HR Software Upgrade (cont.)									\$ 18,000				\$ 18,000
5 Phone System													\$ 10,000
6 Wireless Microphone System-Vernon PA													\$ 3,000
Subtotal		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,000	\$ -	\$ -	\$ -	\$ 31,000
Facilities Repair & Improvements													
7 Repaint Watsonville Transit Center (FTA 5339a FY13)	\$ 63,040								\$ 15,760				\$ 78,800
8 Reseal, Resurface Parking Lots (FTA 5339a FY13)	\$ 60,000									\$ 15,000			\$ 75,000
9 Bus Stop & Fac Improve. TBD (FTA 5339a FY15/16)	\$ 73,380									\$ 30,000			\$ 30,000
10 Maintenance Bldg. Structural Upgrade													\$ 20,000
11 Admin Bldg. Engineering & Renovations									\$ 3,000				\$ 3,000
12 Repair Roof at Pacific Station (FTA 5339a FY13)	\$ 12,000									\$ 1,910			\$ 15,000
13 Relocate Mechanics Sink-Golf Club (FTA 5339a FY14)	\$ 7,638									\$ 1,600			\$ 9,548
14 Upgrade Exhaust Evac.-Golf Club (FTA 5339a FY14)	\$ 6,400								\$ 18,760	\$ 48,510	\$ 20,000	\$ -	\$ 8,000
Subtotal	\$ 222,458	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,760	\$ 48,510	\$ 20,000	\$ -	\$ 309,728
Revenue Vehicle Replacement & Campaigns													
Electric Bus (3) + Infrastructure & Project Mgmt. (FTA 5339c FY16)	\$ 3,810,348			\$ 575,028			\$ 709,292				\$ 551,136	\$ -	\$ 4,936,512
Electric Bus (1) - Watsonville ZEB Circulator (FY15/16)		\$ 816,000		\$ 357,216							\$ 11,585	\$ -	\$ 1,066,508
17 Paracruz Van Replacements (11) (FTA 5339a FY15/16)	\$ 500,000			\$ 70,000									\$ 827,585
18 ONG Bus (1) - (SCCRTC FY17 STBG)					\$ 247,950								\$ 570,000
19 Paracruz Van Replacements (3)	\$ 221,277									\$ 87,786	\$ 8,203	\$ -	\$ 343,939
20 Mid-Life Bus Engine Overhaul (7) (FTA 5339a FY14)	\$ 105,467									\$ 55,319	\$ -	\$ -	\$ 276,596
21 Bus Repaint Campaign (36) (FTA 5339a FY14)	\$ 58,453									\$ 26,367	\$ -	\$ -	\$ 131,834
22 Bus Repaint Campaign (20) (FTA 5339a FY13)	\$ 50,400									\$ 14,613	\$ -	\$ -	\$ 73,066
23 Paratransit Vehicle - (1) (FTA Section 5310)								\$ -	\$ -	\$ 12,600	\$ 3,000	\$ -	\$ 66,000
24 Bus Replacement (Local Match) Fund	\$ 5,561,945			\$ 1,002,244		\$ 247,950	\$ 709,292	\$ -	\$ -	\$ 2,263,000	\$ 573,924	\$ -	\$ 2,263,000
Subtotal		\$ -	\$ -	\$ 1,002,244	\$ -	\$ 247,950	\$ 709,292	\$ -	\$ -	\$ 2,469,665	\$ 573,924	\$ -	\$ 10,655,040
Non-Revenue Vehicle Replacement													
25 Replace 11 Non-Revenue Vehicles (FTA 5339a FY13)	\$ 171,023									\$ 42,756			\$ 213,779
26 Replace High Lift Bucket Truck (FTA 5339a FY14)	\$ 75,318									\$ 18,830	\$ 2,276	\$ -	\$ 96,424
27 Propane Fueled Tow Motor (FTA 5339a FY14)	\$ 46,602									\$ 11,651	\$ 1,747	\$ -	\$ 60,000
Subtotal	\$ 292,943	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 73,237	\$ 4,023	\$ -	\$ 370,203
Fleet & Maint Equipment													
28 None	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office Equipment													
29 Business Copy Machine-Operations											\$ 9,000	\$ -	\$ 9,000
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,000	\$ -	\$ 9,000
Misc.													
30 Ticket Vending Machine-SLV-Installation Costs									\$ 8,000	\$ 9,045	\$ -	\$ -	\$ 17,045

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 FINAL CAPITAL BUDGET
AS OF JUNE 23, 2017**

PROJECT/ACTIVITY	RESTRICTED FEDERAL FUNDS	RESTRICTED PTMISEA (1B)	RESTRICTED PTMISEA (1B) + INT-PAC STATION PLACEHOLDER	RESTRICTED CAL-OES PROP 1B - TRANSIT SECURITY	RESTRICTED STIP	RESTRICTED LCTOP	RESTRICTED (SB 1) TIF	CAPITAL RESTRICTED STA	STA (XFR FROM OPER BUDGET)	UNRESTRICTED	OPERATING & CAPITAL RESERVE FUND	TOTAL
CAPITAL PROGRAM FUNDING												
Federal Sources of Funds:												
Federal Grants (FTA)	\$ 5,746,168											\$ 5,746,168
Surface Transportation Block Grant (STBG)	\$ 500,000											\$ 500,000
State Sources of Funds:												
PTMISEA (1B)		\$ 390,000	\$ 5,989,824									\$ 6,379,824
Cal-OES Prop 1B Transit Security Grant Funds (CTSGBP)				\$ 981,000								\$ 981,000
Statewide Transportation Improvement Program (STIP)				\$ 247,950								\$ 247,950
Low Carbon Transit Operations Program (LCTOP)					\$ 709,292		\$ 737,000					\$ 709,292
Transportation Infrastructure Fund (TIF) - NEW SB1								\$ 44,760				\$ 44,760
Capital Restricted - State Transit Assistance (STA)									\$ 2,632,682			\$ 2,632,682
State Transit Assistance (STA) - (Xfrs from Oper. Budget)												
Local Sources of Funds:												
Operating and Capital Reserve Fund										\$ 655,697		\$ 655,697
TOTAL CAPITAL FUNDING BY FUNDING SOURCE	\$ 6,246,168	\$ 390,000	\$ 5,989,824	\$ 981,000	\$ 247,950	\$ 709,292	\$ 737,000	\$ 44,760	\$ 2,632,682	\$ 655,697		\$ 18,634,373
Restricted Funds	\$ 6,246,168	\$ 390,000	\$ 5,989,824	\$ 981,000	\$ 247,950	\$ 709,292	\$ 737,000	\$ 44,760				\$ 15,345,994
Unrestricted Funds									\$ 2,632,682	\$ 655,697		\$ 3,288,379
TOTAL CAPITAL FUNDING	\$ 6,246,168	\$ 390,000	\$ 5,989,824	\$ 981,000	\$ 247,950	\$ 709,292	\$ 737,000	\$ 44,760	\$ 2,632,682	\$ 655,697		\$ 18,634,373

* The FY18 STA & new TIF SBT amounts listed here are budgeted values at this time. The cash has not yet been received therefore these amounts have not been formally committed against specific capital projects.

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Attachment F

BOARD MEMBER TRAVEL

FY18

American Public Transportation Association (APTA) Meetings

Legislative Conference
March 2018
Washington, DC
Two Board Members

Annual Conference
October 2017
Atlanta, GA
Two Board Members

California Transit Association (CTA) Meetings

Annual Meeting
November 2017
Riverside, CA
One Board Member

Legislative Conference
Spring 2018
One Board Member

Additional Travel

Meetings with legislators and government officials in Washington, D.C., San Francisco and Sacramento, as approved by the Chair of the Board.

Expenses related to Board members meeting with CEO/General Manager and staff.

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Attachment G

EMPLOYEE INCENTIVE PROGRAM FY18 and FY19

<u>EVENT/ACTIVITY</u>	<u># EMP</u>	<u>RATE</u>	<u>FY18</u>	<u>FY19</u>	<u>DEPT/ACCOUNT</u>
District Service Awards			\$ 5,000	\$ 5,000	1100-509101
Employee Picnic & Holiday Party			\$ 10,000	\$ 10,000	1100-509101
Safe Driver Pins and Certificates			\$ 4,100	\$ 4,100	3300-509101
Employee Incentive Program			\$ -	\$ -	1100-509101
Departmental Programs					
<u>Administrative Facility (110 Vernon)</u>					
Employee Recognition/Appreciation Events		\$ -	\$ -	\$ -	1200-509101
<u>Customer Service (Metro Center)</u>					
Employee Recognition/Appreciation Events		\$ -	\$ -	\$ -	1300-509101
<u>Facilities Maintenance</u>					
Employee Recognition/Appreciation Events		\$ -	\$ -	\$ -	2200-509101
<u>ParaCruz</u>					
Employee Recognition/Appreciation Events		\$ -	\$ -	\$ -	3100-509101
<u>Operations</u>					
Employee Recognition/Appreciation Events and Shift Bid Refreshments		\$ -	\$ -	\$ -	3200-509101
<u>Fleet Maintenance</u>					
Employee Recognition/Appreciation Events and Shift Bid Refreshments		\$ -	\$ -	\$ -	4100-509101
TOTALS			\$ 19,100	\$ 19,100	

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Attachment H

Budgeted Ongoing Activities

FY18

Santa Cruz County Fair
September, 13 – 17, 2017

Santa Cruz Follies

Santa Cruz Seaside Company - Late Night Transit Service to Watsonville for the summer

Senior Luncheon

Metro Advisory Committee METRO Tour

Leadership Santa Cruz

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Attachment I

MEMBERSHIPS FY18 and FY19

MEMBERSHIPS / Dues & Subscriptions	FY18	FY19	DEPT/ACCOUNT
Administration			
American Public Transportation Association (APTA)	\$ 35,100	\$ 35,100	1100-509011
California Transit Association (CTA)	\$ 15,000	\$ 15,000	1100-509011
Monterey Bay Economic Partnership (MBEP)	\$ 5,000	\$ 5,000	1100-509011
Community Transportation Association of America (CTAA)	\$ 3,500	\$ 3,500	1100-509011
Center for Transportation and the Environment (CTE)	\$ 3,000	\$ 3,000	1100-509011
Chamber of Commerce	\$ 3,000	\$ 3,000	1100-509011
Zero Emission Bus Resource Alliance (ZEBRA)	\$ 3,000	\$ 3,000	1100-509011
The Bus Coalition	\$ 1,000	\$ 1,000	1100-509011
California Association for Coordinated Transportation (CalACT)	\$ 925	\$ 925	1100-509011
Letter Press	\$ 500	\$ 500	1100-509011
Miscellaneous	\$ 500	\$ 500	1100-509011
Santa Cruz Sentinel	\$ 315	\$ 315	1100-509011
Costco	\$ 110	\$ 110	1100-509011
Finance			
California Society of Municipal Finance Officers (CSMFO)	\$ 450	\$ 450	1200-509011
Government Finance Officers Association (GFOA)	\$ 430	\$ 430	1200-509011
Kiplinger Letters	\$ 100	\$ 100	1200-509011
Human Resources			
California Public Employers Labor Relations Association (CalPERLA)	\$ 1,000	\$ 1,000	1400-509011
Society for Human Resource Management (SHRM)	\$ 600	\$ 600	1400-509011
Northern California Human Resources Association (NCHRA)	\$ 500	\$ 500	1400-509011
John Dash	\$ 250	\$ 250	1400-509011
District Counsel			
Miscellaneous	\$ 500	\$ 500	1700-509011
Risk Management			
Miscellaneous	\$ 500	\$ 500	1800-509011
Purchasing			
California Association of Public Procurement Officials (CAPPO)	\$ 260	\$ 260	1900-509011
The Institute for Public Procurement (NIGP)	\$ 190	\$ 190	1900-509011
Fleet Maintenance			
Cummins INSITE Fleet books (6) Software	\$ 3,000	\$ 3,000	4100-509011
John Deere Software	\$ 2,500	\$ 2,500	4100-509011
Southern California Regional Transit Training Consortium (SCR TTC)	\$ 1,000	\$ 1,000	4100-509011
Mitchell Online Vehicle Manuals	\$ 500	\$ 500	4100-509011
TOTALS	\$ 82,730	\$ 82,730	

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Attachment J

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY17 PRELIMINARY SCHEDULE OF RESERVE ACCOUNT BALANCES-UNAUDITED
AS OF 6/23/17**

Fund Title	Explanation and Use:	Balance at 6/30/16	ESTIMATED Additions/ (Withdrawals) in FY17	ESTIMATED Balance at 6/30/17	Board Adopted Minimum or Target Level	% Funded	Surplus / (Deficient)	Suggested Guidelines:	Board Adopted Recommendation:
Operating and Capital Reserve Fund (formerly - Operating / Capital Reserves)	Liquid and unrestricted assets that an organization can use to support its operations in the event of an unanticipated loss of revenue or increase in expenses. Alternative Fuel Tax Rebates transferred from the Operating Budget.	\$ 972,922	\$ (711,313)	\$ 261,609	N/A	N/A	N/A	Any use of Operating and Capital Reserves above CEO executive authority will be brought to the BOD for consideration. To be used as the local match for capital grants.	There is no Board Adopted Minimum Balance established; this fund shall not be used to support recurring operating expenditures.
Operations Sustainability Reserve Fund (formerly - Operating Reserves)	Funds set aside to protect the organization's essential services and funding requirements during periods of economic downturn or natural disasters. Target = two month's operating expenses (Payroll and Accounts Payable).	\$ 5,659,556	\$ -	\$ 5,659,556	\$ 7,300,000	78%	\$ (1,640,444)	GFOA recommends, at a minimum, that general-purpose governments, regardless of size, maintain unrestricted fund balance in their general fund of no less than two months of regular general fund operating revenues or regular general fund operating expenditures.	Fund Operations Sustainability Reserve Fund to target level that equals two (2) months of the average operating expenses for the most current fiscal year's budget, to be adjusted annually through the budget process.
Cash Flow Reserve Fund (formerly - Cash Flow Reserves)	Funds set aside to "cash flow" capital and/or operating expenses incurred before receiving reimbursements from various funding sources (Annual FTA 5307 (& STIC), STA, SLPP, etc).	\$ 3,000,000	\$ -	\$ 3,000,000	\$ 3,000,000	100%	\$ -	Staff will manage flexibility of Cash Flow Reserve Fund, according to project levels and capital needs as they fluctuate from year to year.	Fund Cash Flow Reserve Fund to minimum or target levels; set annually through the budget process.
Carryover	Net excess revenue to be used as per BOD direction.	\$ -	\$ -	\$ -	\$ -	N/A	N/A	1.) Move to (replenish) other Reserve accounts 2.) Move to Unfunded Projects / Mandates 3.) Use as revenue in next fiscal year	If carryover exists - distribution options will be reviewed on an annual basis to determine the best use of funds.
Workers Compensation Reserve Fund (formerly - Workers Compensation Reserves)	Funds set aside to finance the (discouraged) long term portion of workers' compensation liability, as of the end of the fiscal year.	\$ 2,131,419	\$ -	\$ 2,131,419	\$ 3,372,272	63%	\$ (1,240,853)	GASB #10 requires Santa Cruz METRO to accrue a liability on its financial statements for the ultimate cost of claims and expenses associated with all reported and unreported workers' compensation claims.	Fund Workers' Comp Reserves to minimum or target levels; a bi-annual study of potential liability areas and risk shall be the basis for determining minimum reserves.
Liability Insurance Reserve Fund (formerly - Liability Insurance Reserves)	Funds set aside to pay the cost of outstanding liability and physical damage claims + proposed employment practices liability claims. (Self Insured Retention - SIR - \$250K)	\$ 660,919	\$ -	\$ 660,919	\$ 660,919	100%	\$ -	GASB #10 requires Santa Cruz METRO to accrue a liability on its financial statements for the ultimate cost of claims and expenses associated with all reported and unreported liability and physical damage claims.	Fund Liability Insurance Reserves to minimum or target levels; calculated annually based on the 5-year rolling average of outstanding claims at fiscal year end.
		\$ 12,424,815	\$ (711,313)	\$ 11,713,502			\$ (2,881,298)		

12J.1

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Santa Cruz Metropolitan Transit District

	Unfunded Capital Costs thru 2027	Rolling Stock Replacements	UNFUNDED CAPITAL PROJECTS (000s)										TOTAL	
			18	19	20	21	22	23	24	25	26	27		
Construction	\$ 140,984	\$ -	\$ 850	\$ 39,226	\$ 176	\$ 19,276	\$ 30,576	\$ 176	\$ 176	\$ 176	\$ 176	\$ 50,176	\$ 176	\$ 176
Vehicle SGR	\$ 67,018	\$ 62,768	\$ 13,575	\$ 9,434	\$ 20,044	\$ 8,980	\$ 9,460	\$ 3,750	\$ 250	\$ 715	\$ 245	\$ 565	\$ 565	\$ 565
Facilities Maintenance	\$ 3,280	\$ -	\$ 715	\$ 1,310	\$ 275	\$ 290	\$ 90	\$ 50	\$ 50	\$ 50	\$ 400	\$ 50	\$ 50	\$ 50
IT	\$ 7,053	\$ -	\$ 5,383	\$ 440	\$ 1,210	\$ 20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Communications	\$ 500	\$ -	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 218,835	\$ 62,768	\$ 20,523	\$ 50,410	\$ 22,205	\$ 28,566	\$ 40,126	\$ 3,976	\$ 476	\$ 941	\$ 50,821	\$ 791	\$ 218,835	

Attachment K

12K.1

Santa Cruz Metropolitan Transit District

Attachment K

UNFUNDED CAPITAL PROJECTS (000s)																
											DEPT.					
#	Project	Description	Cost (000s)	Potential Funding Source	Required Local Match	18	19	20	21	22	23	24	25	26	27	
15	South County Ops. & Maint. Facility	Auxiliary Operating & Maintenance Facility in Watsonville.	\$ 50,000	Unfunded	TBD									\$ 50,000		Grans Facilities Const.
16	Watsonville Transit Center Renovation	Fascia replacement or repair	\$ 1,000	Unfunded	TBD		\$ 1,000									Const. Facilities
17	Watsonville Park and Ride Lot	South County P&R to support Hwy 1 commuters	\$ -	Unfunded	TBD											Const. Facilities
18	Cavallaro Transit Center Parking Structure	Parking Structure to support Hwy 17 Express commuters	\$ 26,400	Unfunded	TBD					\$ 26,400						Const. Facilities
19	Bike Station at Pacific Station	Bike Station to provide secure, convenient bicycle parking for METRO riders, reducing bikes onboard demand	\$ 1,000	Unfunded	TBD					\$ 1,000						Const. Facilities
20	Bike Stations at Pacific Station and Capitola Mall TC	Bike Station to provide secure, convenient bicycle parking for METRO riders, reducing bikes onboard demand	\$ 1,000	Unfunded	TBD					\$ 1,000						Const. Facilities
21	New Watsonville Transit Center	Replacement of current transit center. Requires buy-in from local community, possible City of Watsonville financial participation.	\$ -	Unfunded	TBD											Const. Facilities
		Unfunded Capital Costs thru 2027	\$ 140,984			\$ 850	\$ 39,226	\$ 176	\$ 19,276	\$ 30,576	\$ 176	\$ 176	\$ 176	\$ 50,176	\$ 176	\$ 140,984

12K.3

Santa Cruz Metropolitan Transit District

UNFUNDED CAPITAL PROJECTS (000s)											DEPT.											
	Vehicle SGR																					
#	Project	Description	Cost (000s)	Potential Funding Source	Required Local Match	18	19	20	21	22	23	24	25	26	27							
1	Bus Mid-Life Overhaul, 2017-2026	Bus Mid-Life Overhaul (25% reduction) 17 new buses	\$ 2,250	STIP	TBD	\$ 225	\$ 225	\$ 225	\$ 225	\$ 225	\$ 225	\$ 225	\$ 225	\$ 225	\$ 225	Fleet						
2	Bus Replacements 2018	Replace (5) Paracruz cutaways and (6) PT vans	\$ 12,000	FTA 5339/STIP	TBD	\$ 12,000										Fleet						
3	ParaCruz Adds & Replacement Vans 2018		\$ 860	Unfunded	TBD	\$ 860										ParaCruz						
4	Bus Replacements 2019	Bus Replacements Replace (12) buses	\$ 8,460	FTA 5339/STIP	TBD	\$ 8,460										Fleet						
5	ParaCruz Adds & Replacement Vans 2019	Replace (2) Paracruz cutaways and (7) PT vans	\$ 729	Unfunded	TBD	\$ 729										ParaCruz						
6	Bus Replacements 2020	Bus Replacements Replace (26) buses	\$ 18,330	Unfunded	TBD	\$ 18,330										ParaCruz						
7	ParaCruz Adds & Replacement Vans 2020	Replace (12) Paracruz PT Vans and 5 Minivans	\$ 1,149	Unfunded	TBD	\$ 1,149										ParaCruz						
8	Bus Replacements 2021	Bus Replacements Replace (12) buses	\$ 8,460	FTA 5339/STIP	TBD	\$ 8,460			\$ 8,460							Fleet						
9	ParaCruz Adds & Replacement Vans 2021	Replace (2) Paracruz Minivans	\$ 90	Unfunded	TBD	\$ 90			\$ 90							ParaCruz						
10	Bus Replacements 2022	Bus Replacements Replace (13) 2800s CNG Buses	\$ 9,165	FTA 5339/STIP	TBD	\$ 9,165			\$ 9,165							Fleet						
11	Bus Replacements 2023	Bus Replacements Replace (5) 1000s CNG Buses	\$ 3,525	FTA 5339/STIP	TBD	\$ 3,525			\$ 3,525							Fleet						
12	Bus Replacements 2024	Bus Replacements Replace (5) 1000s CNG Buses	\$ -	FTA 5339/STIP	TBD	\$ -			\$ -							Fleet						
13	Bus Replacements 2025	Bus Replacements Replace (11) 1200s CNG Buses	\$ -	FTA 5339/STIP	TBD	\$ -			\$ -							Fleet						
14	Bus Replacements 2026	Bus Replacements Replace (6) 1300s CNG Buses	\$ -	FTA 5339/STIP	TBD	\$ -			\$ -							Fleet						
15	Replacements	Non-revenue Vehicle	\$ 2,000		TBD	\$ 490	\$ 20	\$ 340	\$ 205	\$ 70	\$ 25	\$ 490	\$ 20	\$ 340	Fleet							
		Undeferred Capital Costs thru 2027	\$ 67,018			\$ 13,575	\$ 9,434	\$ 20,044	\$ 8,980	\$ 9,460	\$ 3,750	\$ 250	\$ 715	\$ 245	\$ 565	\$ 67,018						
		Rolling Stock Replacements	\$ 62,768			\$ 12,860	\$ 9,189	\$ 19,479	\$ 8,550	\$ 9,165	\$ 3,525	\$ -	\$ -	\$ -	\$ -	\$ 62,768						

Attachment K

12K.4

Santa Cruz Metropolitan Transit District

Attachment K

#	Project	Description	Cost (000s)	Potential Funding Source	Required Local Match	UNFUNDED CAPITAL PROJECTS (000s)											DEPT.
						18	19	20	21	22	23	24	25	26	27		
1	Capital upgrade of existing transit facilities	Capital upgrade of bus stops, parking lots, transit centers, buildings	\$ 500	Continuous	TBD	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	Facilities	
2	Upgrade HVAC Systems, all sites	Heating Ventilation Air Conditioning	\$ 430	Unfunded	TBD	\$ 60	\$ 50	\$ 50	\$ 120	\$ 40	\$ -	\$ -	\$ -	\$ -	\$ -	Facilities	
3	Custodial Equipment Replacement	Vacuums, Buffers, Scrubbers	\$ -	Unfunded	TBD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Facilities	
4	Landscaping/Irrigation	Re-landscape & irrigate all sites	\$ -	Unfunded	TBD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Facilities	
5	Administration Remodel	Office remodel of 110 Vernon St.: upgrade HVAC and move/add office space	\$ 100	Unfunded	TBD	\$ 50	\$ 50									Facilities	
6	Bird Abatement	All Facilities	\$ 10	Unfunded	TBD	\$ 10										Facilities	
7	Furniture	All Facilities	\$ 150	Unfunded	TBD	\$ 50	\$ 50	\$ 50								Admin Const.	
8	Fire Proof File Cabinets	Administrative Building	\$ 5	Unfunded	TBD	\$ 5										Facilities	
9	Emergency Operations Centers	Purchase of equipment for EOC at OPS and Admin	\$ 15	Unfunded	TBD	\$ 15										Facilities	
10	Bus Washer	Replace N/S Wash System purchased 2009 & upgrade water recycling system	\$ 80	Unfunded	TBD	\$ 80										Facilities Fleet	
11	Bus Lifts	Remove and Replace lifts	\$ 1,000	Unfunded	TBD	\$ 1,000										Const. Fleet Facilities	
12	Exterior/Interior Painting	Exterior, Vernon, 138 Golf Club, Fueling Station interior/exterior	\$ 345	Unfunded	TBD	\$ 100	\$ 125	\$ 120								Facilities	
13	Parts Washers (3)	Replace the JRI units purchased 2010	\$ 100	Unfunded	TBD								\$ 100			Fleet	
14	Fuel Management System	Purchase and installation of fuel management system	\$ 180	Unfunded	TBD	\$ 180										Facilities	
15	Roof Replacement, Fueling Station	Replace Roof	\$ 150	Unfunded	TBD								\$ 150			Facilities	
16	Roof Replacement, Scotts Valley	Replace Roof	\$ 100	Unfunded	TBD								\$ 100			Facilities	
17	Admin Building Engineering and Renovations	For reconfiguration of office space for multiple departments	\$ 20	Unfunded	TBD	\$ 20										Facilities	
18	Fire Egress Construction	Construction of fire egress at 138 Golf Club Dr. building	\$ 95	Unfunded	TBD	\$ 95										Facilities	

12K.5

Santa Cruz Metropolitan Transit District

Facilities Maintenance		UNFUNDED CAPITAL PROJECTS (000s)										DEPT.			
#	Project Description	Cost (000s)	Potential Funding Source	Required Local Match	18	19	20	21	22	23	24	25	26	27	
	Unfunded Capital Costs thru 2027	\$ 3,280			\$ 715	\$ 1,310	\$ 275	\$ 290	\$ 90	\$ 50	\$ 50	\$ 50	\$ 400	\$ 50	\$ 3,280

Attachment K

12K.6

Santa Cruz Metropolitan Transit District

UNFUNDED CAPITAL PROJECTS (000s)

#	Project	Description	Cost (000s)	Potential Funding Source	Required Local Match	Year					DEPT							
						18	19	20	21	22		23	24	25	26	27		
1	Bus AVL	Automatic Vehicle Locator system on all METRO Buses	\$ 2,000	Unfunded	TBD	\$ 2,000												IT Planning Fleet
2	Financial Management Software	Financial, Payroll, Timekeeping Software	\$ 125	Unfunded	TBD	\$ 125												IT Finance
3	SCMTD Servers	Replacement servers for existing aging systems with scalability for the next 5 years. CRITICAL	\$ 40	Unfunded	TBD	\$ 40												IT Const.
4	Backup system	Backup system to meet growing disaster recovery needs	\$ 20	Unfunded	TBD				\$ 20									IT
5	Highway 17 Express WiFi upgrade	Add Simms cards to routers for additional functionality. Bus AVL implementation may negate the need for this.	\$ 10	Unfunded	TBD	\$ 10												Fleet Ops IT
6	Fare System Integration and Upgrade	Upgrade GFI Farebox system to enable fare media loading, tracking, registration, interoperability via internet. Necessary IT upgrades. System integrator to analyze and propose integrated fare media strategy (incl. \$50k for vaulting)	\$ 1,300	Unfunded	TBD	\$ 1,300												IT Planning Fleet
7	Phone System	Replacement phone system due to the existing system having reached end-of-life for parts and support.	\$ 25	Unfunded	TBD	\$ 25												IT
8	MaintStar Expansion Software and Mobile Equipment	Asset and Maintenance Managing software and equipment with onsite training and installation. Work field orders.	\$ 150	Unfunded	TBD	\$ 150												IT Ops
9	Bus APC	Automatic Passenger Counter systems on all METRO buses.	\$ 1,200	Unfunded	TBD	\$ 1,200												IT Planning Fleet
10	WiFi expansion	Public WiFi equipment on all facilities and routes beginning w/UCSCs and Express buses. Bus AVL implementation may negate the need for this.	\$ 1,000	Unfunded	TBD	\$ 1,000												Fleet Ops IT

Attachment K

12K.7

Santa Cruz Metropolitan Transit District

UNFUNDED CAPITAL PROJECTS (000s)

#	Project	Description	Cost (000s)	Potential Funding Source	Required Local Match	Year					DEPT										
						18	19	20	21	22		23	24	25	26	27					
		IT																			
11	Cameras on buses	Cameras on buses	\$ 750	CalOES	TBD	\$ 750															Fleet Ops IT
12	Camera security system for ParaCruz facility	Camera security system for ParaCruz facility	\$ 150	Unfunded	TBD	\$ 150															IT ParaCruz Facilities
13	ParaCruz MDC replacements	ParaCruz MDC replacements (two per year)	\$ 15	Unfunded	TBD	\$ 15															IT ParaCruz
14	TVMs - replacements and additional	2nd TVM at Pacific Station and Watsonville Transit Center; end-of-life replacement of existing TVMs	\$ 210	Unfunded	TBD	\$ 210															IT Cust Svc? Ops?
15	Business Copy Machine	Copy machine - Operations	\$ 3	Unfunded	TBD	\$ 3															IT Cust Svc? Ops?
16	Print Encoding Machine	Machine to process fare Smart Cards	\$ 19	Unfunded	TBD	\$ 19															IT Cust Svc? Ops?
17	ID Card Printer	ID Card Printer	\$ 5	Unfunded	TBD	\$ 5															IT Cust Svc? Ops?
18	Backup Repeater Site	2-way Radio Equipment to allow JKS to function as a radio repeater site	\$ 15	Unfunded	TBD	\$ 15															IT Cust Svc? Ops?
19	Kyle Hill Repeater Site	Emergency Battery Backup	\$ 16	Unfunded	TBD	\$ 16															IT Cust Svc? Ops?
		Unfunded Capital Costs thru 2027	\$ 7,053			\$ 5,383	\$ 440	\$ 1,210	\$ 20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,053

Attachment K

12K.8

Santa Cruz Metropolitan Transit District

		UNFUNDED CAPITAL PROJECTS (000s)										DEPT.					
#	Project	Communications	Description	Cost (000s)	Potential Funding Source	Required Local Match	18	19	20	21	22	23	24	25	26	27	
1	Metro Rebranding		Establish consistent brand with uniform signage, letterhead, ads	\$ 500	Unfunded	TBD			\$ 500								Planning Ops
			Unfunded Capital Costs thru 2027	\$ 500			\$ -	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500

Attachment K

12K.9

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Attachment L



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 TO ADOPT A BUDGET FOR FISCAL YEARS 2018 AND 2019

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

WHEREAS, a budget for Capital and Operating expenses and revenues has been developed for fiscal years 2018 and 2019;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT, that the budget attached hereto as Attachment C – Attachment I and presented to the Board of Directors is hereby adopted

PASSED AND ADOPTED this 23rd Day of June 2017 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

Approved:

Jimmy Dutra, Chair

Attest:

Alex Clifford, CEO/General Manager

Attachment L

Resolution No. _____
Page 2

Approved as to form:
Julie A. Sherman, General Counsel _____

VERBAL PRESENTATION ONLY

METRO ADVISORY COMMITTEE (MAC)
SEMI-ANNUAL REPORT

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VERBAL PRESENTATION ONLY

CEO ORAL REPORT

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- ADDITIONAL MATERIALS DISTRIBUTED
AT BOARD MEETING -

**FY17 CAPITAL BUDGET
RECONCILIATION BY PROJECT
AS OF JUNE 23, 2017-5TH REVISION**

FY17 FINAL CAPITAL BUDGET ADOPTED JUNE 24, 2016:				\$ 5,195,832
CAPITAL PROJECT	SOURCE	AMOUNT	TOTAL	
Add: Ticket Vending Machine - Cash Devices & Components	RESERVES	\$ 15,000		
Reason: Purchasing these components will allow Maintenance and Security to do a once a month maintenance on the TVM machines and pull the monetary components for Finance to do the financial balancing and deposits of monthly revenue from the TVM machines.				
Increase: Pacific Station/Metro Center Conceptual Design	PTMISEA	\$ 3,576,333		
Reason: Add PTMISEA funds authorized by the BOD for this project				
Reduce: Repaint Watsonville Transit Center	FTA 5339(a) FY13	\$ (22,592)		
	STA	\$ (5,648)		
Reason: Funds reallocated between the FTA 5339(a) 13/14 and 15/16 projects when the FY15/16 allocation was reassigned from Caltrans to FTA				
Add: Bus Stop & Facilities Improvements TBD	FTA 5339(a) FY15/16	\$ 73,380		
Reason: FTA 5339(a) FY15/16 project award (Local match for this project is provided by Toll Credits)				
Add: Electric Bus (3) + Infrastructure & Project Mgmt.	FTA 5339(c) LoNo	\$ 3,810,348		
	PTMISEA	\$ 576,997		
	ALT FUEL TAX	\$ 549,167		
Reason: FTA 5339(c) LoNo grant awarded for the purchase of 3 Electric buses + infrastructure and project management				
Add: Electric Bus (1) Watsonville ZEB Circulator	LCTOP	\$ 709,292		
	PTMISEA	\$ 357,216		
Reason: Add LCTOP project awarded 5/27/16				
Add: Paracruz Van Replacements (12) @ \$68K	FTA 5339(a) FY15/16	\$ 816,000		
Reason: FTA 5339(a) FY15/16 project award (Local match for this project is provided by Toll Credits)				

**FY17 CAPITAL BUDGET
RECONCILIATION BY PROJECT
AS OF JUNE 23, 2017-5TH REVISION**

CAPITAL PROJECT	SOURCE	AMOUNT	TOTAL
Increase: Mid-Life Bus Engine Overhauls (7)	FTA 5339(a) FY14	\$ 31,611	
	STA	\$ 7,903	
Reason: Funds reallocated between the FTA 5339(a) 13/14 and 15/16 projects when the FY15/16 allocation was reassigned from Caltrans to FTA			
Adjust: Bus Repaint Campaign (56)	FTA 5339(a) FY13/14	\$ 1,381	
	STA	\$ 345	
Reason: Funds reallocated between the FTA 5339(a) 13/14 and 15/16 projects when the FY15/16 allocation was reassigned from Caltrans to FTA			
Add: High Weight Capacity Low Profile Axle Jack	RESERVES	\$ 1,277	
Reason: This equipment is needed for changing tires out on the road, so the mechanics do not have to be under the bus.			
Adjust: Paracruz Van Replacements (11)	RESERVES	\$ 11,585	
Reason: Reduce # of vehicles from 12 to 11 and add funds to FTA 5339(a) FY15/16 Paracruz Van Replacement project; cost of vans selected came in higher than estimated			
Adjust: FTA Section 5310-(1 Paracruz Vehicle)	RESERVES	\$ 3,000	
Reason: Add funds to project; cost of vehicle selected came in higher than estimated			
Add: CNG Bus Replacement (1) (RTC-STBG)	STBG	\$ 500,000	
	PTMISEA	\$ 70,000	
Reason: (Federal) Surface Transportation Block Grant (STBG) awarded for the purchase of 1 replacement CNG bus			
Adjust: Replace 9 Non-Revenue Vehicles (FTA 5339(a) FY13) (no change to budget - reduce # of vehicles from 11 to 9)	FTA	\$ -	
Reason: Reduce # of vehicles from 11 to 9; this project was split out into 3 distinct projects with the remaining 2 vehicles listed separately (High Lift Bucket Truck and Propane Fueled Tow Motor) for a total of 11 vehicles			
Add: Paracruz Cutaway Van Replacements (3 Cutaways purch in FY17 - 2 Minivans purch in FY16) (2-2 purch in FY16)	RESERVES	\$ 8,203	
Reason: Add funds in the amount of \$8,203 to agree with quote price for the two remaining vehicles			

FY17 CAPITAL BUDGET
 RECONCILIATION BY PROJECT
 AS OF JUNE 23, 2017-5TH REVISION

CAPITAL PROJECT	SOURCE	AMOUNT	TOTAL
Add: Propane Fueled Tow Motor (FTA 5339a FY14)	RESERVES	\$ 1,747	
Reason: Add funds in the amount of \$1,747 to increase amount available to \$60K based on current estimated price			
Add: Replace High Lift Bucket Truck (FTA 5339a FY14)	RESERVES	\$ 3,666	
Reason: Add funds in the amount of \$3,666 to agree with quote price			
Add: Cabinet Table Saw	RESERVES	\$ 3,414	
Reason: Add funds to support purchase of a new Cabinet Table Saw			
Add: Watsonville Transit Center C/S Renovation	RESERVES	\$ 100,000	
Reason: Add funds necessary to capitalize Customer Service Renovation project at the Watsonville Transit Center			
	ALT FUEL TAX	\$ 549,167	
	Cal-OES	\$ -	
	FTA	\$ 4,710,128	
	LCTOP	\$ 709,292	
	PTMISEA	\$ 4,580,546	
	RESERVES	\$ 147,892	
	SAKATA	\$ -	
	STA	\$ 2,600	
	STBG	\$ 500,000	
	STIP	\$ -	
TOTAL CAPITAL BUDGET REVISIONS THROUGH 6/23/17:			\$ 11,199,625
FY17 REVISED CAPITAL BUDGET AS OF JUNE 23, 2017:			\$ 16,395,457

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Santa Cruz METRO Measure D Funding

Below are three sets of talking points, of increasing detail, describing how METRO will use its Measure D funding.

1. Santa Cruz METRO Measure D Implementation Statement

Measure D funding received by Santa Cruz METRO will be used to increase Fixed-route service, sustain ParaCruz service, maintain service reliability, and to allow for the purchase of new Fixed-route buses and ParaCruz vans.

2. Santa Cruz METRO Measure D Implementation Statement with details

Measure D funding received by Santa Cruz METRO will be used to increase Fixed-route service, sustain ParaCruz service, maintain service reliability, and to allow for the purchase of new Fixed-route buses and ParaCruz vans. Details include:

- 4 Fixed-route Bus Operator positions were saved in Fall of 2016, maintaining services slated for cuts in hopes that Measure D would be successful, AND
- An increase of 4 Fixed-route Bus Operators, that will improve service reliability, AND
- Per Board action on May 19, 2017, one additional Fixed-route Bus Operator position to provide additional trips on key routes, AND
- Sustain current level of ParaCruz service, which exceeds that required by the Americans with Disabilities Act (ADA), AND
- Purchase new Fixed-route buses and ParaCruz vans to increase service reliability and decrease maintenance costs.

3. Santa Cruz METRO Measure D Implementation Statement with extended narrative

Measure D funding received by Santa Cruz METRO will be used to increase Fixed-route service, sustain ParaCruz service, maintain service reliability, and to allow for the purchase of new Fixed-route buses and ParaCruz vans. Details with background include:

- As part of the reduced annual budget adopted in June 2016 for FY17, Santa Cruz METRO funded 4 Fixed-route Bus Operator positions using reserve funds to save some services until FY18, in hopes that Measure D would be successful. If Measure D had not been successful, these services would have been eliminated. With the passage of Measure D, these 4 Fixed-route Bus Operator positions will continue to be funded.

- Measure D funds also provides an increase of 4 Fixed-route Bus Operators that will improve service reliability, something that has been difficult since the staffing reduction that came with the cost savings measures implemented with the FY17 budget.
- Per action by the Santa Cruz METRO Board on May 19, 2017, an additional \$120,000 of Measure D funds will be committed to 1 additional Fixed-route Bus Operator position and associated operating costs, which will provide additional trips on key routes.
- In addition to funding an increase in Fixed-route services, Measure D funds will also allow Santa Cruz METRO to sustain its current level of ParaCruz service which exceeds that required by the Americans with Disabilities Act (ADA). If Measure D had not been successful, the current Fixed-route and ParaCruz service levels would have also been subject to reduction.
- This new funding from Measure D will also allow Santa Cruz METRO to purchase Fixed-route buses and ParaCruz vans, which in turn, will increase service reliability and decrease maintenance costs. Sixty-one (61) buses of Santa Cruz METRO's 98 buses are currently in need of replacement. The full cost of replacing the 61 buses ranges from \$37-\$58 million depending on the chosen propulsion system (compressed natural gas or electric battery). Because of the significant cost of buses, transit agencies primarily acquire buses through grants which generally require local matches in the 15-20% range. Unfortunately these grants are highly competitive and significantly oversubscribed. Santa Cruz METRO will leverage the Measure D funding against these competitive grants, to acquire as many vehicles as possible, to increase service reliability and decrease maintenance costs.

NEWS CLIPS

May 19, 2017 – June 23, 2017

**SANTA CRUZ
COUNTY
ARTICLES**



PRESS BANNER

SERVING THE SAN LORENZO VALLEY AND SCOTT'S VALLEY SINCE 1960

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METRO summer bus schedule affects 35 and Highway 17 routes

Press Banner

METRO Transit announced summer bus route changes that affect mountain bus routes.

Route 33 and 34 have stopped running, and will resume when the San Lorenzo Valley Schools are in session, Aug. 28.

Route 33 serves Lompico, the San Lorenzo Valley and Felton Faire Shopping Center on weekdays.

Route 34 serves South Felton on weekdays.

Route 35/35A the main bus route connecting Santa Cruz and the Santa Cruz Mountains, also will be affected.

The weekday school term "ST" trips will not run until SLV schools are back in session August 28.

A new 7:30 a.m. weekend route 35A trip from Santa Cruz Metro Center to Mountain Store has been added. A new 8:30 a.m. Route 35 trip from Mountain Store to Santa Cruz Metro Center has been added.

METRO also announced Highway 17 Express route changes.

Several trip run times have been adjusted to account for heavy summertime beach traffic.

A new weekday 10:10 a.m. trip departing from San Fernando and 7th in San Jose has been added that will not serve Cavallaro Transit Center in Scotts Valley.

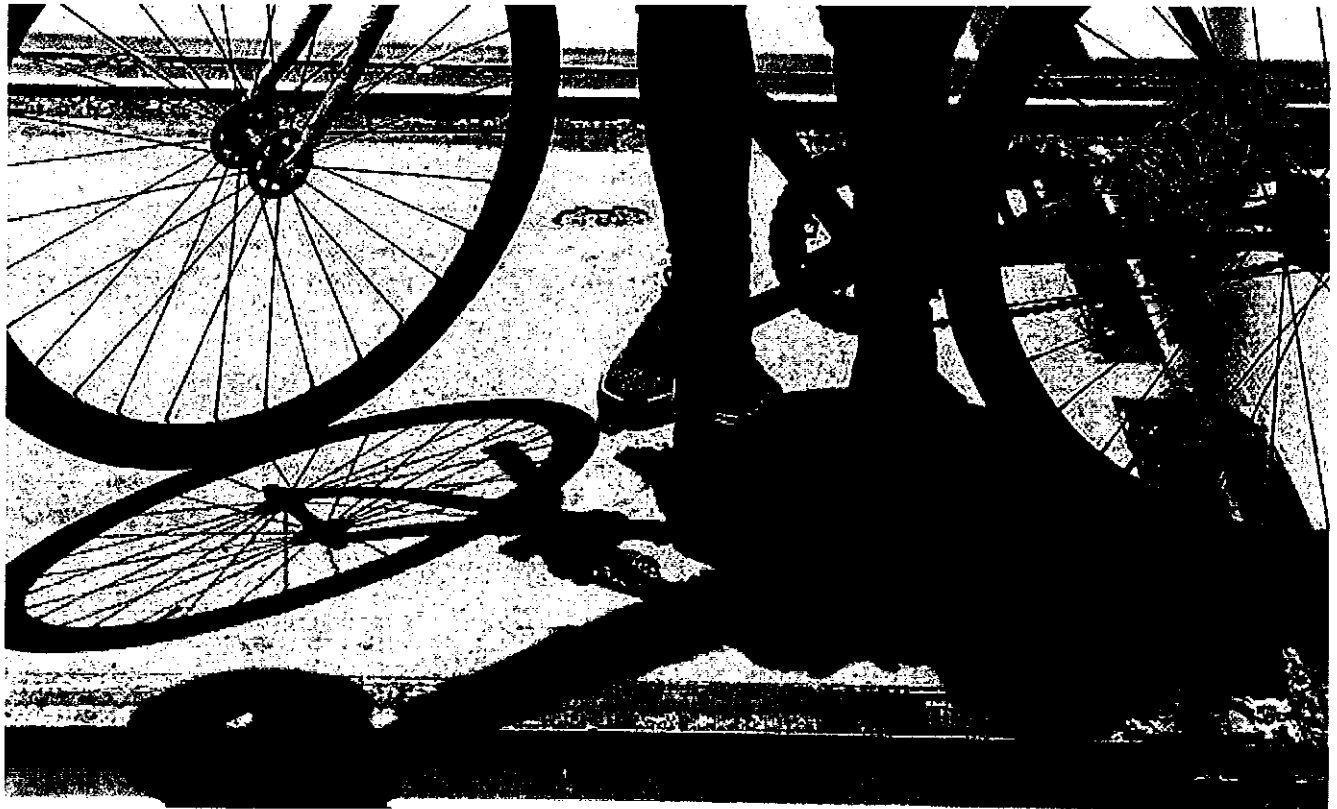
The 11:40 a.m. and 1:35 p.m. departures from San Fernando & 7th will no longer serve Cavallaro Transit Center. A 6:30 p.m. Friday-only trip from the Santa Cruz Metro Center will replace the 1:30 p.m. Friday-only trip.

To avoid heavy Ocean Street beach traffic, southbound weekend Highway 17 Express trips to Santa Cruz Metro Center will not serve the Ocean and Water Street stop; instead, the bus will enter downtown Santa Cruz via River Street and serve the bus stop at River and Front Streets. This change is in effect for the summer schedule only.

Santa Cruz Sentinel

Santa Cruz County Rail Transit, Highway 1 Widening To Be Studied

By Kara Guzman, Santa Cruz Sentinel
Posted: 06/16/17



A cyclist casts her shadow on the railroad tracks along Murray Street in Santa Cruz. (Shmuel Thaler -- Santa Cruz Sentinel file)

SANTA CRUZ >> Decisions on the future of Santa Cruz County's three major parallel transportation corridors — Highway 1, Soquel Avenue/Freedom Boulevard and the Santa Cruz Branch rail line — will be decided by a study, which entered a new phase this week.

The study will take a holistic look at which construction projects along the three corridors would maximize impact.

On Thursday, the Santa Cruz County Regional Transportation Commission unanimously approved the in-depth study of seven “scenarios,” or combinations of future projects. Most of the projects to be studied are not funded by Measure D, the half-cent sales tax passed in November.

Scenarios range from “no build” to a high-cost combination that includes building a carpool lane on Highway 1 and adding passenger service on the rail line, among other projects.

The Highway 1 carpool lane proposal would be a new lane from Aptos to Santa Cruz, which would require rebuilding bridges and interchanges between the two cities, said Ginger Dykaar, transportation planner for the commission.

That’s a different concept from the already-approved auxiliary lanes that Measure D would fund, to connect adjacent Highway 1 exits in Soquel and Aptos.

Dykaar said the six build scenarios integrate corridors in different ways. A transportation consultant group, Kimley Horn, will study how the projects interact to create a combined effect.

The group will also research the costs, both upfront and ongoing, and how much taxpayers would contribute versus grants, she said.

The study, named the Unified Corridor Investment Study, will forecast a 13 percent population increase by 2035, and questions such as how to simultaneously ease Highway 1 traffic and encourage alternative transportation. Other considerations include how to plan transportation projects to support dense affordable housing developments in the county, Dykaar said.

Around 20 residents packed into a conference room at the commission headquarters to comment on the scenarios. Several urged the commission to consider population density in making long-term transportation decisions.

Santa Cruz resident Richard Marlais said placing transit stops in dense population areas would ease Highway 1 traffic.

“Whatever is decided on, whether it’s bus stops or train stops, that’s where you’d want to increase your density. Your city maps, your plans should accommodate density in those areas,” he said.

Aptos resident Michael Saint urged commissioners not to plan for single occupancy vehicles. He opposes the widening of any highways, since “what the highway’s done is create a sprawl.”

“You need to bring people closer to where they work, and come to an understanding that more lanes just create more traffic,” Saint said.

Santa Cruz resident Stanley Sokolow urged the idea of “transit-oriented development,” in which businesses and housing are placed near easily-accessible areas, such as bus stops. He encouraged the commission to consider bus rapid transit, “the most bang for the buck” in transportation projects.

Several commissioners also addressed the need to consider population density.

Supervisor Bruce McPherson said, “Where is our future population growth? It’s not going to be Capitola that’s growing out. It’s going to be Watsonville.”

Supervisor John Leopold added that the city of Santa Cruz is considering a high-density zoning plan.

“I don’t disagree that there’s going to be growth in South County, but there will be (also growth), within the university, the corridors in the city (Santa Cruz) and in Mid County,” Leopold said.

Oscar Rios, Watsonville mayor, said the 2020 population census will be key.

“District 4 and the city of Watsonville, people are moving from here (Santa Cruz) down there, because there’s now housing there,” Rios said. “People from all of North County are buying and moving to Watsonville.”

He said in making long-term plans, the commission needs to “keep an eye on where the growth is taking place, and also where is the youngest population. The south (county) has a young population.”

Santa Cruz Sentinel

Thursday, June 15, 2017

\$1.50

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4

LOCAL NEWS

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Coast Lines

SANTA CRUZ

'Dump the Pump' locally

Santa Cruz Metropolitan Transit District will join with other public transportation systems nationwide to participate in the 12th Annual National Dump the Pump Day on Thursday.

The slogan of this year's event is "Dump the Pump. Ride Public Transit."

Sponsored by the American Public Transportation Association, the 2017 National Dump the Pump Day is a day to encourage people to ride public transportation to take them where they need to go, rather than driving a car. Dump the Pump Day originated in June 2006 when gas prices were \$3 per gallon. This national day emphasizes the convenience of public transportation that also helps people save money.

METRO encourages everyone to celebrate Dump the Pump Day to save money, help our economy prosper and reduce our carbon footprint by riding public transit.

For Immediate Release:
June 14, 2017



12TH ANNUAL NATIONAL DUMP THE PUMP DAY
THURSDAY, JUNE 15, 2017
Dump the Pump
Ride Public Transit

(Santa Cruz, California) Santa Cruz Metropolitan Transit District (METRO) announces today that it will join with other public transportation systems nationwide to participate in the 12th Annual National Dump the Pump Day on Thursday, June 15th. The slogan of this year's National Dump the Pump Day is "*Dump the Pump. Ride Public Transit.*"

Sponsored by the American Public Transportation Association (APTA), the 2017 National Dump the Pump Day is a day to encourage people to ride public transportation to take them where they need to go, rather than driving a car. Dump the Pump Day originated in June 2006 when gas prices were \$3 per gallon. This national day emphasizes the convenience of public transportation that also helps people save money. The January APTA Transit Savings Report, shows that individuals in a two-person household can save an average of more than \$9,700 annually by downsizing to one car and riding mass transit.

Public transportation is a cornerstone of local economies in urban, suburban and rural communities. In fact, public transportation helps to make a community economically prosperous and competitive. Every \$1 invested in public transportation generates approximately \$4 in economic returns, powering community growth and revitalization.

METRO encourages everyone to celebrate Dump the Pump Day to save money, help our economy prosper and reduce our carbon footprint by riding public transit.

WHAT: 12th Annual National Dump the Pump Day

WHERE: METRO and transit agencies nationwide

WHEN: Thursday, June 15, 2017

Serving Our Community For 25 Years • Scotts Valley, Ben Lomond, Boulder Creek & Felton

Scotts Valley Times

Times Publishing Group

June 2017 • Vol 20 No 6 • www

Measure D: Five-Year Project Ready for Review

Measure D, the transportation improvement ballot measure for five transportation investment categories, passed by over 2/3 of Santa Cruz County voters in November 2016. Each year recipient agencies are required to prepare a plan looking out five years into the future to identify what they will deliver to the public.

The Regional Transportation Commission (RTC) is the lead agency for the regional projects in Measure D including the highway corridor, active transportation or the Coastal Rail Trail, and the rail corridor, in addition to the San Lorenzo Valley Highway 9 Corridor Improvement projects and the Highway 17 Wildlife Crossing. In addition, because Measure D recipient Community Bridges Lift Line does not have a public board, the ordinance

specifies that the RTC take action on Community Bridges' Lift Line five year plan at their public hearing to provide an opportunity for the public input.

The draft five-year plans for these

Measure D projects are currently available for review on the RTC's Measure D website (www.sccrtc.org/move). A public hearing will be held at 9:30 am at the RTC's June 1st meeting at the Watsonville City Council Chambers to adopt the final regional project five-year plans.

Highlights from the anticipated deliverables from the first five years of Measure D funds for regional projects include:

- **Highway 1:** Begin construction of three projects as early as Spring 2021--



a pair of auxiliary lanes between 41st and Soquel, a bicycle/pedestrian bridge at Chanticleer, and a bicycle/pedestrian overcrossing at Mar Vista in Aptos -- following completion of environmental documents, final design, right of way and utility work.

- **Coastal Rail Trail:** Provide supplemental funding to complete construction of bicycle/pedestrian trail sections in Santa Cruz, Watsonville and the San Lorenzo River bridge. For the north coast trail, begin construction following completion of an environmental analysis of possible alignments and final design.
- **Rail Corridor:** Completion of the analysis of transportation options for the rail corridor (and two parallel routes), and conduct maintenance.

- **San Lorenzo Valley/Highway 9:** Begin work on a pathway, transit stop and other improvements in Felton between Fall Creek Road and the elementary/middle/high school complex, and move forward with projects identified through the Highway 9 corridor plan (underway).
- **Highway 17 Wildlife Crossing:** Construct the undercrossing (in coordination with other project funding sources and partners).

The deadline for written comments on the RTC's Measure D regional project five-year plans is noon on Wednesday, May 31. Oral comments may also be provided to the RTC board at the public hearing.

In addition to the regional projects, Measure D funding goes directly to the cities, county, transit district and Community Bridges according to the voter-approved formulas for the neighborhood and transit/paratransit project categories. Each recipient entity is also required to hold a hearing to provide an opportunity for the public to review their five year project plans. The Measure D website includes a schedule of these public hearings.

Next year, the five-year plan approval process will also include review of an annual report describing actual expenditures, progress made to improve the transportation system, how maintenance of effort requirements have been met to ensure Measure D revenues are adding to (not substituting) other revenues and the degree to which Measure D funds were used to secure additional funding from other new or existing sources (leveraging local funds to attract state or federal other funds). The annual report of expenditures will be reviewed via an annual fiscal audit, as well as a taxpayer oversight committee, to ensure funds were expended consistent with the requirements of Measure D. ■

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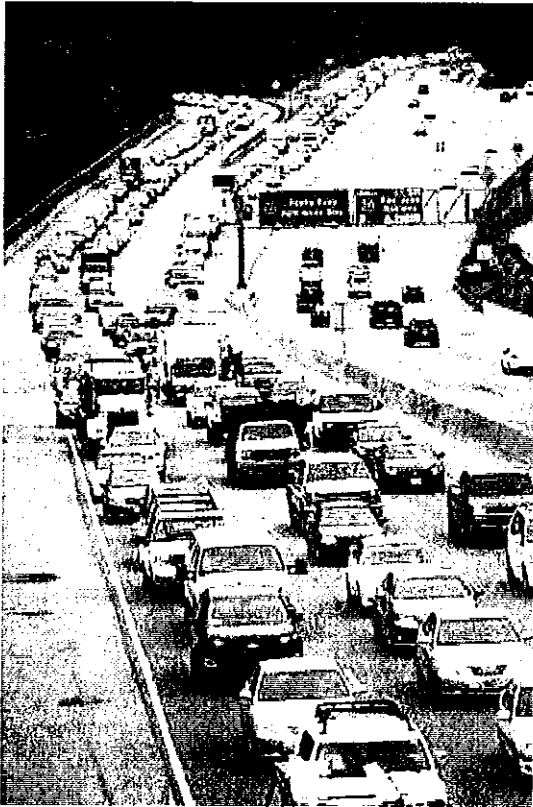
Measure D is a 30-year 1/2 cent local sales tax which began collection in April 2017. Funds are expected to be available to projects in August 2017. For more information about the Regional Transportation Commission or Measure D, please visit www.sccrtc.org. To receive regular information about implementation of Measure D, please sign up here: <http://sccrtc.org/about/subscriptions/>.

Santa Cruz Sentinel

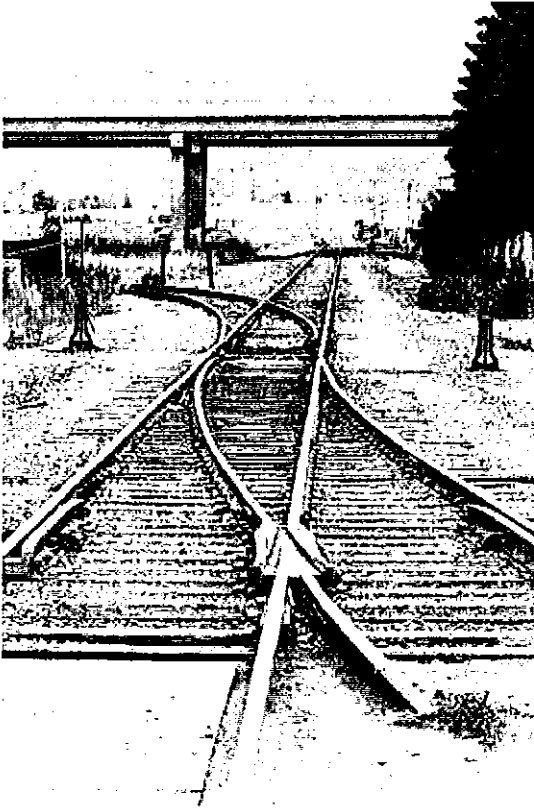
Santa Cruz County Transportation Commission Seeks Input On Rail, Highway, Avenue

By Kara Guzman, Santa Cruz Sentinel

Posted: 05/25/17



Southbound Highway 1 traffic is backed up past the fishhook. (Dan Coyro -- Santa Cruz Sentinel file)



Santa Cruz and Monterey Bay Railway wants to store 400 empty cars throughout Santa Cruz County, including this section off Lee Road in Watsonville where a number of rail tanker cars are stored on the tracks. (Dan Coyro -- Santa Cruz Sentinel file)

SANTA CRUZ >> The future of Santa Cruz County's rail corridor — such as whether to pursue a passenger train system — will be decided by a study, which will be in full swing next month.

Parts of the Unified Corridor Investment Study have already begun, such as an online survey for county residents, administered by the Santa Cruz County Regional Transportation Commission. The five-minute survey is on the commission's website, and its deadline is Wednesday.

The study examines the county's three main transportation corridors: Highway 1, Soquel Avenue/Drive and Freedom Boulevard and the Santa Cruz Branch rail line.

The study, which mostly will be performed by the consulting firm Kimley-Horn, will give the commission a plan for how to invest. The study will identify which future projects along these routes would optimize usage, and address factors such as economic vitality, equity and environmental sustainability, said Karena Pushnik, senior transportation planner for the commission.

"All of those metrics, how people get around, how safe it is, how much access they have to different goods and services — all those kinds of things are the definition of sustainability and evaluation for those transportation modes," Pushnik said.

“Asking people what they want, how they want to get around in the future, is a key part of this,” she added.

A previous online survey from this winter, also part of the Unified Corridor Investment Study, received more than 3,400 responses — a high mark for the commission — but was criticized for not hearing from enough South County residents and young people.

Watsonville resident David DeBoer, a retired railroad and federal Department of Transportation professional, attempted to take the survey this winter, but was confused by its design.

He has not taken this month’s survey, which asks residents to rank five priorities for projects along each of the corridors.

But if he did, DeBoer said he’d pick passenger service for the rail line.

“If I was running the thing, it’d be my top priority,” DeBoer said.

DeBoer said he thinks there’s enough need to reconnect the Santa Cruz Branch Rail Line to San Jose.

“We have a problem getting people to San Jose, to Silicon Valley and not making sure you keep that right of way for when somebody finally wakes up and says ‘Wow, that’s a good way to carry people,’ particularly when you have an old oxcart road (Highway 17) that people try to drive 70 (mph) on,” DeBoer said.

Sheila Carrillo, a retired educator and Santa Cruz resident, took the winter survey, but also has not taken the May survey.

On the rail line, she said she supports anything that would make it easier to get people out of their cars, for the environment’s sake and for congestion.

“I don’t think we should eliminate the possibility of making a viable train or some sort of more rapid transit along that corridor too,” she said.

She opposes any widening of Highway 1, since it doesn’t encourage alternative transportation, she added.

At the commission’s 9 a.m. June 15 meeting at RTC headquarters in Santa Cruz, commissioners will discuss different project “scenarios,” or combinations of projects.

A list of draft scenarios — which will almost certainly change prior to the June meeting, according to staff — has five possible combinations of projects. The commission’s three advisory committees will have a chance to edit the draft scenarios before it goes to the commission.

The list of possible projects include a carpool lane along Highway 1, which is different from the planned auxiliary lane that Measure D will fund.

The carpool lane would be a through-lane from Aptos to Santa Cruz, which would require rebuilding the bridges and interchanges between the two cities, a “very high expense item,” said Ginger Dykaar, transportation planner for the commission.

“Part of the work of the UCIS (Unified Corridor Investment Study) is to try to determine where funding would come from for these various different projects,” Dykaar said. “What we want to compare is how much public investment would come from our community versus how much would come from elsewhere.”

Santa Cruz Sentinel

Santa Cruz City Finalizes New Transportation Tax Spending Plan, Last-Minute Budget Additions

By Jessica A. York, Santa Cruz Sentinel

Posted: 05/25/17

SANTA CRUZ >> Turning voters' support into city projects, Santa Cruz City Council has approved a five-year nearly \$1.2 million-a-year spending plan aimed primarily at a split between local street paving and bicycle and pedestrian projects.

The city's \$100,000 active transportation plan, including public safety outreach and education, traffic-calming measures such as green-painted bicycle lanes and "sharrows" — stenciled reminders to motorists to share the streets with cyclists — will be among the first projects to move forward. A \$50,000 downtown bike locker replacement program also is set to kick off in the coming year, in addition to annual street reconstruction and overlay work.

As part of its annual budget process, the council finalized Thursday its five-year plan in annual new Measure D transportation tax revenue. A provision of the voter-approved tax initiative requires Santa Cruz and other local municipalities to "enhance, not replace" its existing transportation investments. The new revenue, overseen by the Regional Transportation Commission, earned nearly 68 percent of voters' support in November.

The council approved an additional line item to spend up to \$33,000 a year in additional pedestrian and bicycle outreach and education efforts. The council left the decision as to what existing planned project would be cut back to fund the addition.

The city's transportation-related Measure H, occasional grants and the state gas tax cover about half of the city's paving needs, Assistant Public Works Director Chris Schneiter wrote in a report to the council.

In addition to its city-specific set aside from the tax revenue, Santa Cruz will also will seek financial assistance for developing and maintaining three portions of a pending Coastal Rail Trail path.

Specifically, \$3.7 million in future funding requests are likely to include:

- \$1 million: Rail Trail segment 7.
- \$500,000: San Lorenzo River Trestle Walkway widening.
- \$2 million: Rail Trail segments 8 and 9.

- \$20,000: Trail maintenance funding, annually.

The five-year project funding plan will be modified annually and subject to the Regional Transportation Commission's approval.

Late in the afternoon, the council separately finalized a list of add-on projects worth about \$604,000 that were not already included in the budget. If the council does not approve parallel spending reductions or identify new revenue sources at its next June 13 budget hearing, the additions will expand the city's existing proposed spending deficit to about \$2.75 million, representing about 2.6 percent of the general fund.

Advertisement

Additional budget items included one-time community funding grants for Neighborhood Childcare Center, CAB Day Worker Center, Toddler Care Center, Foster Grandparent Program and Meals on Wheels. Additional set-asides included:

- \$100,000: Interim homeless shelter program.
- \$100,000: Downtown Streets Program putting homeless people to work.
- \$150,000: San Lorenzo River coordinator/grant seeker.
- \$15,000: Santa Cruz Open Streets, for two years.
- \$100,000: General Homeless Coordinating Committee recommendations.

Santa Cruz Sentinel

Letter: Funds Are Supposed To Be Used For Roads, Not Buses

Posted: 05/24/17, 4:27 PM

I read a letter of praise directed to Mark Stone and Bill Monning from the Santa Cruz Metropolitan Transit District regarding the passage of SB1. The statement, "SB1 will provide much-needed new resources that will augment the voter approved Measure D revenues, helping Metro sustain current levels of bus and paratransit services. In the short run, these new revenues will provide 'local match' to leverage state and federal grants."

Wait a minute, this money is supposed to be fixing roads not providing more funds for empty buses. How did the governor and his cohorts get this bill passed? We are being taken to the cleaners again while the potholes, aged highways and bridges continue to crumble? What is going on?

-- *Arnold I. Versaw Jr., Aptos*

Other Transit Related Articles



THE SACRAMENTO BEE

Is The Uber Phenomenon Killing Transit In Sacramento?

By: Tony Bizjak
June 19, 2017 4:00 AM

Don't be surprised if sometime soon you hear a voice from above at the light rail station. The new loudspeakers are part of several security changes Sacramento Regional Transit is making. Tony Bizjak The Sacramento Bee

The opening of the Golden 1 Center downtown last fall was billed as a rare opportunity for Sacramento Regional Transit to attract new riders. The agency stepped up its game, scrubbing trains, bolstering security and improving customer service.

By many accounts, it made a good impression. Yet new numbers show SacRT ridership on buses and trains has dropped 12 percent since last summer.

What happened?

The answer is simple. The transit agency's ongoing challenges are bigger than an arena, and will require more work to address than an image upgrade.

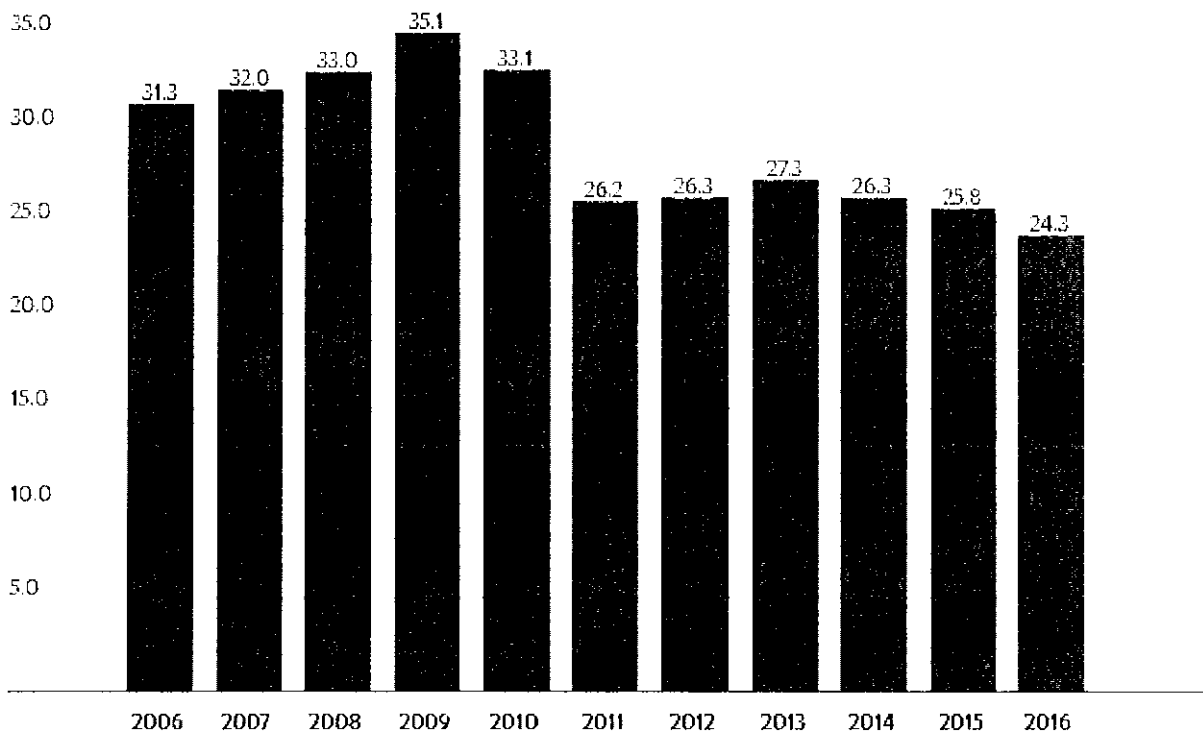
While light rail trains did carry 1,700 fans on some arena nights, that amounts to only a small slice – about 2 percent – of daily transit travel, and those riders materialize only when the arena is hosting major events.

SacRT has been losing ridership almost annually for seven years – a 30 percent decline since 2010. American Public Transit Association data show that transit ridership is dwindling in most other cities as well.

Dan Sperling, founder and head of the Institute of Transportation Studies at UC Davis, who is writing a book about revolutions in transportation, says public transit in America is at a pivotal juncture.

“The story is of transit under great duress,” he said. “Transit is under great risk of shrinking. That is not in anyone's interest.”

SACRAMENTO REGIONAL TRANSIT RIDERSHIP (IN MILLIONS)



Source: Sacramento Regional Transit District

Nationally, transit experts point to many factors, including low gas prices that cause more people to get back in their cars. Others point out that poorly funded transit agencies, SacRT included, don't provide sufficient service to be useful to many.

The most provocative possibility is what transit officials call the "Uber phenomenon." App-based ride-hailing services like Uber and Lyft have arrived on the scene in cities across the country, siphoning riders from traditional, or "legacy," transit.

Ride-hailing companies do not release ridership details, but an Uber spokesman told The Sacramento Bee earlier this year his company has 2,000 drivers signed up in Sacramento. The streets around Golden 1 Center during event nights tell a story. Cars with U stickers or pink mustache stickers on windows frequently roll through the area, picking up and dropping off fans.

Ride-hailing allows people to hit a button on their cellphone and be picked up within minutes right where they stand, and then be dropped off directly at their

destination. The price is typically higher than a bus fare, but the convenience improvement is obvious.

James Corless, head of the Sacramento Area Council of Governments regional planning group, says transportation is dealing with a generational disruption.

“This disruption technology and the drop in ridership numbers means that every transit provider across the country has to rethink their business model,” he said. “They have to understand their competitive advantage.

“It may be what RT can do best is serve high-frequency, high-volume corridors. Nothing will ever beat a frequent, safe and reliable bus or train ... that can move volumes of people.”

While the ride-hailing phenomenon represents a challenge, transit experts say it also provides an inspiration and potential collaboration opportunities.

SacRT has been putting its toe in those waters. The agency teamed up on a test basis with Uber, Lyft and Yellow Cab this winter, offering discount vouchers for light rail riders to take ride-hail services to and from transit stations. Regional Transit officials say they do not have data yet for how that turned out.

Lyft spokeswoman Darcy Nenni also did not offer an analysis of how that went, but, in an email to The Bee, called it “a great learning experience for us and SacRT.”

“We hope to continue working with them on future endeavors,” Nenni said.

Devra Selenis, SacRT communications head, said she envisions a day when a single phone app will tell a person their best bet is to grab an Uber to a light rail station and allow the person to pay for both with a single tap on the phone.

Transit agencies say they realize they must become more tech-friendly in order to attract millennials and future generations of new riders.

SacRT recently added smartphone payment apps, and last week joined eight smaller local transit agencies in introducing “Connect Card,” an ATM-like universal card that riders can use at any of those agencies. Peter Tateishi, president of the Sacramento Metro Chamber, suggests transit agencies might be even bolder by considering merging more of their operations.

But transit officials acknowledge their challenges go far beyond Uber. SacRT's existing bus route system is out of date. The agency has launched a bus route analysis that likely will result next year in the most dramatic route changes in the agency's history.

"Travel patterns have shifted, but our bus routes haven't shifted," chief operating officer Mark Lonergan said. "That is why we talk about a clean slate."

SacRT has begun meeting with business leaders on how to attract and retain young people who are less inclined to own cars, and are interested in using transit if it works for them, according to SacRT consultant Wendy Hoyt, who has been pushing SacRT to be more entrepreneurial.

The Metro Edge business group, made up of young professionals, conducted a survey that shows transportation issues are members' No. 1 concern, up from No. 3 the previous year. That suggests there is an opportunity for SacRT to gain some footing.

Rachel Zillner, Metro Edge chair, uses light rail at times. She said she loves Uber, but considers the ride-hailing service "partially a Band-Aid for the transit connection that is not there yet."

SacRT officials say the ridership slide is a catalyst for reinvention. The biggest drop in its ridership came in 2010, when the financially strapped agency cut service more than 20 percent. The agency took another ridership hit last year when it raised fares.

That points to another long-standing problem: the lack of sufficient, ongoing funding for public transit, SacRT officials said.

The agency had hoped to get an infusion of money last year from a countywide sales tax measure, but that proposal lost at the ballot box. SacRT and others in transportation circles locally are talking about trying again, especially if they can pass legislation to lower the required voter approval threshold from the current two-thirds.

Nailah Pope-Harden of the Capital Region Organizing Project, which works in disadvantaged neighborhoods, said that a lot of the riders SacRT lost over the last few years are poorer people who feel abandoned by the agency as it focuses on attracting millennials.

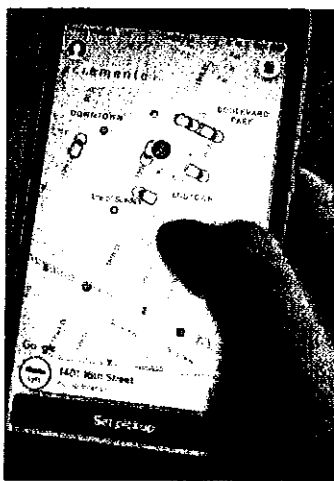
Agency officials say they realize their mission includes serving people who don't have cars, but say they need new, higher-income riders to help fund service that can be used by everyone.

Even with new funds, progress will be incremental, they say.

"It may take some time for people to come back," said SacRT executive Laura Ham. "It may happen gradually."



Sacramento Regional Transit is losing ridership, even though it attracted people going to Golden 1 Center, seen in background. Some say Uber and Lyft may be siphoning off some RT riders, who summon drivers on smartphone apps and can pay via another app. José Luis Villegas jvillegas@sacbee.com



Customers using Lyft and Uber are said to be affecting Regional Transit in Sacramento.



RT on K Street near Eighth Street on Thursday afternoon. RT is losing ridership, even though it attracted new riders going to Golden 1 Center. Some say Uber and Lyft may be siphoning some riders.

Community College VTA 'Eco Pass' Fees Will Increase, But Not As Much As Proposed

By Kristi Myllenbeck | Bay Area News Group

PUBLISHED: June 7, 2017 at 7:00 am | UPDATED: June 8, 2017 at 12:09 pm



Photograph courtesy Kunal Mehta and La Voz

Students from De Anza College protested a proposed increase to their Eco Pass fees at a VTA Board of Directors meeting on June 1.

Students from De Anza College in Cupertino mobilized to sway the Santa Clara Valley Transportation Authority board of directors to not increase the cost of student fees for public transit passes by quite as much as planned.

The "Eco Pass," which every student at De Anza and Foothill colleges pays \$9 for annually as part of their fees, allows students to use the agency's public transportation for free.

VTA proposed raising the fee from \$9 to \$39 by January 2023 as part of larger plan to increase fares the board approved June 1. If the proposal had been approved, the annual pass fee would have increased by \$5 every January until it reached \$39.

In response to the transit agency's plan, De Anza students put together an alternative proposal that will increase the community college student fee from \$9 to \$20 in January 2018, but then keep the fee at that price for four years before being reconsidered by the board.

After hearing from more than 25 student speakers at the meeting, VTA board member Ken Yeager made the motion to adopt the students' proposal, saying it was "reasonable."

The board voted 12-1 to support the student plan, but just for community college passes in the county. San Jose State students currently pay a \$36 fee toward the Eco Pass. Their fee will increase \$2 every year until it hits \$40 in 2019.

Neil McClintick, a lead organizer with De Anza's Political Revolution club that helped lead the effort, said the students' proposal was a compromise. VTA is facing a deficit \$20.5 million for fiscal year 2018 and a \$26 million deficit in 2019, said Ali Hudda, deputy director of finance and budget.

"In the short run, it hurts us now and that's unfortunate, but it addresses (VTA's) needs now," McClintick said. "But in the long run, it sets a much better precedent because (\$20) is much more affordable than \$40."

Under the original proposal, the increase in Eco Pass fees would have provided \$1.3 million in revenue for 2018, \$3.1 million in 2019 and \$3.8 million in 2020.

McClintick said the student group gathered 2,000 signatures opposing the increase in just over a month. Of 21,000 students on campus, he added, more than 7,000 use the pass. According to the De Anza Institutional Research Office, 51 percent of students come from the greater San Jose area, 12 percent from Sunnyvale, and 7 percent from Santa Clara. Only 4 percent come from Cupertino.

Students were well represented at the meeting, holding signs with slogans like "support our students." They spoke about struggling to get by financially in an expensive region.

"The Eco Pass represents a sustainable and alternative form of transportation for our students," Elias Kamal, a De Anza student who commutes from Fremont, told this newspaper. "And in this time of increasingly high living costs, the increase in a pass like this, that was once a lot cheaper, is yet another barrier to an affordable and accessible education."

Keerthana Muthukrishnan, an avid Eco Pass user, has worked on transit issues at the college in the past through TRANSition De Anza, a student group that advocates for transportation options to the campus.

"I take the bus all the way from Fremont," she told this newspaper. "Personally, I'm from a low-income family so I'm getting a lot of financial aid, so right now all I'm paying at De Anza is \$47. To think that is the same (amount of money) as I would be paying for an Eco Pass, that's ridiculous."

The board also voted to increase fees for the VTA express buses associated with the Eco Pass program by an additional \$9.

The Mercury News

Google, San Jose Plan Search Giant's Downtown Expansion; Up To 20,000 Jobs Possible

By George Avalos | Bay Area News Group

PUBLISHED: June 6, 2017 at 10:00 am | UPDATED: June 7, 2017 at 7:40 am



SAP Center, Diridon train station and nearby areas of downtown San Jose. Google and San Jose leaders are in formal discussions about the tech titan's plans for expansion into the Diridon Station and SAP Center district downtown, city officials said Tuesday.

SAN JOSE — Google is in talks to create a massive tech campus in the heart of downtown San Jose's Diridon Station area that could accommodate up to 20,000 jobs and transform the area into a transit-oriented tech village, city officials said Tuesday.

GOOGLE'S AREA OF INTEREST

Map shows property purchases around the Diridon Station, a downtown San Jose area that could become the site of a mega tech campus for Google and the workplace of up to 20,000 employees of the search titan.



BAY AREA NEWS GROUP

Google and the city are discussing a potential mixed-used development that could include more than 6 million square feet of office and research-and-development space, potentially making it the company's largest collection of tech offices. It would be larger than the search giant's roughly 3.1-million-square-foot Mountain View headquarters, known as the Googleplex, which currently is its biggest U.S. work hub. The largest single building occupied by Google is a company-owned office tower, a 2.9-million-square-foot art deco skyscraper in Manhattan.

Google ultimately intends to buy all the parcels in a roughly 240-acre area that would be needed for the mega-campus, said a person familiar with the matter.

Google's expansion plans could dovetail with San Jose's own quest to maximize transit links in and out of Diridon Station. The area is deemed attractive for offices, homes and retail because it's a hub for Amtrak, Caltrain and a light-rail system. It's also slated for a BART station and a possible high-speed rail line connection, although those won't materialize for years. All the transit upgrades could increase the number of commuters to downtown San Jose by eight-fold.

"Based on our conversations with Google, we share a collective vision for the future of this space, a vision of urban design that will invite the public into the station," San Jose Mayor Sam Liccardo said during an event near the train station to announce the development plans.

Google didn't immediately respond to a request for comment about its plans.

"We will transform this collection of industrial parcels, bars, and parking lots into a dynamic, vibrant epicenter of technology and creativity, complete with public plazas, retail, restaurants, world-class architecture, and of course, brilliant minds of one of the planet's most innovative companies," the mayor said, referring to Google.

The city also envisions a different kind of tech campus than many of those already dotting the valley.

"In partnership with Google, we can re-imagine Silicon Valley's landscape by creating a vibrant, architecturally iconic, transit-focused village that provides a model for a more sustainable future, and a sharp departure from the sprawling, auto-oriented tilt-up tech campuses of the valley's past," Liccardo said.

Mountain View-based Google, owned by a tech conglomerate called Alphabet, has been on an expansion march throughout the Bay Area through an array of leases and purchases. Mountain View, Palo Alto, Redwood City, Sunnyvale and north San Jose are among the locations where Google has planted its flag.

Google's venture into downtown San Jose would re-sculpt the Diridon Station area's motley collection of properties along and near Autumn and Montgomery streets a short distance from the SAP Center. The area was once proposed for a baseball stadium and is now targeted for an 8.3-acre, mixed-use office, retail and residential complex planned by developer Trammell Crow.

"Google's interest in potentially laying down roots in San Jose will be transformational to the landscape of downtown and the entire city," Vice Mayor Magdalena Carrasco said.

Google's plans for downtown San Jose have emerged as two groups of property investors have quietly launched a shopping spree for properties in the Diridon Station area, a land assembly that could eventually accommodate one or more mega-campuses for tech workers, along with housing and stores. The two groups of buyers have spent a combined \$124 million in the acquisition binge.

San Jose council members expressed optimism about Google's potential entry to downtown.

"It is the best use for Diridon," San Jose Councilman Raul Peralez said. "We share the company's vision and look forward to working with them."

San Jose Mayor Sam Liccardo, at a downtown San Jose parking lot, announces plans for the city and Google to partner in an effort to bring the search giant into a massive campus near Diridon Station. Patrick Tehan/Bay Area News Group

City staffers intend to propose that San Jose enter into exclusive negotiations with Google to enable the search giant to collect properties owned by the city and the San Jose Redevelopment Agency's successor.

"We look forward to working with Google and stakeholders to bring forward a transformative project," said Kim Walesh, San Jose's economic development director.

The City Council is slated to consider the staff proposal on June 20.

Some business owners expressed misgivings about the prospect of being Google's neighbor — or being displaced by the digital giant.

"Looks like Google is buying up everything they can around here," said Edgar Salcedo, owner of Ed's Scientific Auto Body on South Autumn Street.

Still, city officials believe San Jose is now on the path of progress.

"Silicon Valley's center of gravity is shifting southward," Liccardo said. "As we build Diridon to become the busiest multi-modal station in the West, the tens of thousands who will commute here daily will know that they have arrived in Silicon Valley's urban center, and that downtown San Jose has arrived."

VTA Fares Going Up

By Gary Richards | June 2, 2017



A passenger boards a VTA bus at the Eastridge Transit Center in San Jose, Calif., on Thursday, April 14, 2016. A recent report cited ridership on the Santa Clara Valley Transportation Authority has been down. (Gary Reyes/Bay Area News Group)

The cost of jumping on board light rail or a bus will be going up for most riders in Santa Clara County, and this promises to be just the first hike in an attempt to stem the financial bleeding at the Valley Transportation Authority as ridership continues its steep decline.

The VTA approved raising a one-way ticket from \$2 to \$2.25 as of Jan. 1, and to \$2.50 by the start of 2019. However it lowered the cost for youths and held ticket prices for seniors and the disabled at current levels at Thursday's board meeting.

The agency approved its first fare hike in eight years as it faces a \$20.5 million operating deficit, which it will cover with cash reserves. It hopes the more costly tickets will bring in more than \$17 million over the next three years without a significant drop in passengers.

But there are unknowns looming. A major change in bus and trolley service will kick in over the next year. And the opening of the BART extension to San Jose later this year could mean thousands of more riders — and higher costs to move them from the Berryessa station to job sites in Silicon Valley.

“There are a lot of challenges coming in the next year,” said VTA board member Glenn Hendricks at Thursday’s meeting, adding that the 12-member board needed to show “discipline, discipline, discipline” to keep costs under control and boost sources of revenue.

The last significant change to VTA fares took effect in 2009, when it increased the base fare from \$1.75 to \$2. But most Bay Area transit agencies have hiked fares, and this summer Caltrain will vote on an increase despite record ridership.

Agencies have seen sales tax income plummet, people opting to drive as gas prices remain stable while others needing a ride are opting for Uber and Lyft.

“Amid this storm of conflicting and uncertain winds, we retain concerns about the sustainability of the proposed service levels,” said chair Jeanne Bruins in a VTA report, adding that there could be an “immediate course correction should these projections prove overly optimistic, to dampen the boom-and-bust cycles of hiring, layoffs, and service cuts of past years.”

Eugene Bradley, the founder of the Silicon Valley transit riders group, said in a memo that a big part of the current problems “is due to loss of ridership from prior VTA service cuts and fare hikes, since 2001.

“When has any VTA fare hike or service reduction ever increased transit ridership?” Bradley asked.

Bus ridership has fallen 10.7 percent over the last year while light rail use slipped 14.5 percent compared to the same period of the prior fiscal year.

Even college students will feel the pinch, seeing their costs for the Eco Pass more than double from \$9 to \$20.

“It would be very dissatisfying to revoke a resource that thousands on campus utilize,” said Sandeep Chandok, a San Jose State University student, noting that driving and parking on campus costs — \$200 a semester — and parking is not guaranteed as garages fill up by 9 a.m.

“For all the money we pay for tuition,” Chandok said, “taking away a consistently used tool that benefits many would be extremely unfair.”



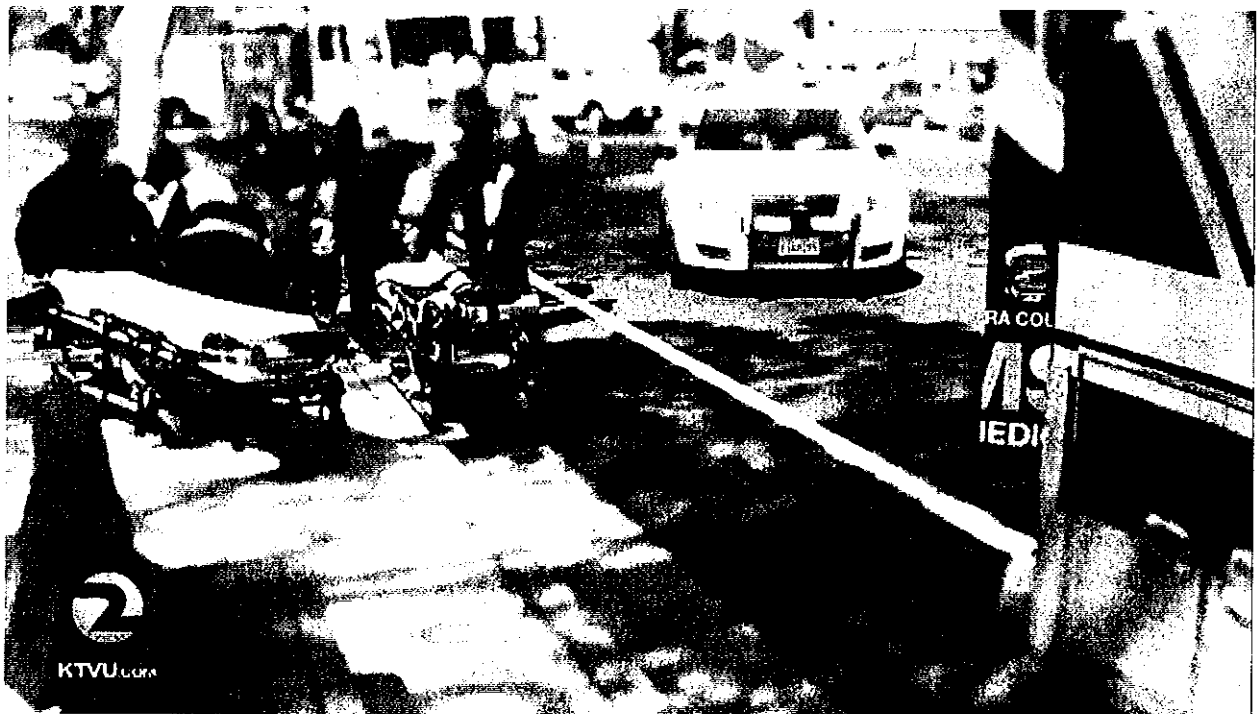
By: KTVU Staff

Posted: May 24 2017 10:17PM PDT

Recent Death Prompts 2 Investigates To Look Closer At VTA Bus Safety

2 Investigates has obtained new evidence suggesting that a recently retired South Bay transit employee was hit and killed after stepping off the bus he was just riding. An autopsy report shows the blood of 60-year-old Benny Cheung was found on a Santa Clara Valley Transportation Authority (VTA) bus suspected of hitting him on March 23, 2017.

Shortly after the accident, San Jose police suspected the death was a result of a hit-and-run. However, a leaked internal VTA memo first reported by The Mercury News said "Mr. Cheung had just de-boarded the VTA bus involved in this tragic accident." San Jose Police have reportedly updated its investigation since the memo was published.



Cheung's death prompted 2 Investigates to look further into accidents involving VTA buses and pedestrians, and how the agency handles driver retraining and safety procedures. KTVU investigators found Cheung's incident isn't the only one where a VTA bus appears to be involved in the past few years.

Data provided by the agency shows, since 2013, there have been 66 incidents involving VTA buses and pedestrians, which includes bikers, skateboarders, and riders who just de-boarded. Of those incidents, 22 people reported injuries, and three people died, according to VTA.

"My first reaction to Mr. Cheung's death was I knew exactly what happened. No ifs, ands or buts," said San Jose attorney Richard Alexander. "He exited the rear door on the bus and lost his life by being crushed by the rear tire."

Alexander claims he knows what happened to Cheung because of similarities in the civil case of Gopal and Saraswathi Iyer of Sunnyvale. Alexander represented them after an April 2015 accident also involving the VTA bus they were on. The bus's rear wheels ran over the elderly couple at De Anza Boulevard and Homestead Road in Cupertino shortly after they tried to de-board through the rear door.

"We had been [riding] by bus for six years. Together always. Wherever we go, we go together," said Gopal Iyer.

Gopal told 2 Investigates he exited the bus first and turned around to help his wife down. He said, suddenly the door closed on Saraswathi causing her to fall and both of them to hit the ground.

"I'm shouting that time please open the door. Please open the door! Nobody knows. Suddenly I fell down," said Saraswathi.

Gopal said he saw the bus's rear tires go over him and his wife. He said he thought those were their last moments.

According to the accident report obtained by KTVU, the driver 63-year-old Christine Lorri Hustedt admitted she "did not see [Gopal and Saraswathi Iyer] trying to exit the doors" before running them over. And "she did not feel any bumps or anything unusual."

The Iyers survived, but the weight of the bus broke Gopal's hand and elbow and crushed Saraswathi's right leg. Saraswathi says she has undergone 13 surgeries

and is permanently disabled. Both of them take heavy narcotics and have limited mobility. They said they lost a part of their lives money can't buy because of the accident.

"Total life is completely gone for us now. Now we are almost on house arrest. We can't go anywhere because of her leg. Even she can't sit in an automobile because he leg can't bend," said Gopal.

In court, the Iyers learned their accident was not the driver's first incident. VTA records show Hustedt had been involved in at least three prior collisions before accident with the Iyers. VTA deemed one accident as "preventable." Hustedt received one day of re-training for two of the three incidents, according to the documents. After the re-training, she was allowed to operate a bus again.

Last year, the Iyers settled their multimillion dollar lawsuit against the VTA. The agency confirmed Hustedt is still currently employed as a bus operator.

2 Investigates requested an on-camera interview to find out what safety and training protocols are in place at VTA, and why information about Cheung's death was not made public until an internal memo was leaked.

KTVU also wanted to ask about Hustedt's driving record, including whether three prior accidents would have prompted any extraordinary disciplinary action or special training.

VTA declined an on-camera interview, and a spokesperson later e-mailed the following statements:

May 12, 2017:

"VTA's bus network logs nearly 20-million miles of service annually and is in the top 30% nationally for lowest number of injury accidents per service miles delivered. Our operators go through 8-weeks of intensive training before being allowed to transport the public, and are required to participate in ongoing and annual refresher trainings. In the unfortunate situation where an accident does occur, VTA works with the investigative agency as well as conducts a thorough internal investigation that includes the operator and the equipment. VTA not only meets but exceeds state and federal safety guidelines for operations, in its continual effort to ensure the safety of the public and its personnel."

May 16, 2017:

“Accidents are categorized as preventable and non-preventable. A non-preventable accident is one that can’t be prevented by operator action or non-action. An accident is determined preventable when there is sufficient supporting evidence to determine the operator may have failed to do what they had been trained. When an operator is involved in an accident deemed “preventable” they are brought through the Training Department for evaluation and retraining. The Operator is assigned to a Technical Trainer who determines what training is needed for retraining. The Trainer will have the Operator perform some maneuvers and street driving and evaluate their skills and behind the wheel comfort, specifically looking at skills that may have contributed or prevented the accident. The Superintendent may also add items that they want the Tech Trainer to focus on.

In non-preventable accidents, the Superintendents may (and have) refer operators to the Training Department if they feel it is necessary. For instance if an operator is involved in a non-preventable accident but has been shaken up or is less confident etc., they will receive additional training and support.

With more minor accidents, like a mirror hitting a pole and there is no damage, trainers may meet the operator in service.”

Linh Hoang, Communications & Media Spokesperson

At a public meeting at VTA headquarters, 2 Investigates tried getting more detailed answers from Rufus Francis, the agency’s Director of System Safety and Security. He was also the VTA employee who wrote the internal memo regarding Cheung’s death, which was later leaked to the media.

Francis declined to speak with 2 Investigates and referred back to VTA’s media spokesperson Stacey Hendler Ross. She declined to provide any further details on the Iyers’ case, Cheung’s death, or Hudstedt’s driving record, saying she could not discuss personnel matters.

Ross also referred 2 Investigates back to the above e-mails for general answers on how VTA retrains drivers. She also declined to explain why VTA did not publicize any information about Cheung’s death, despite Francis distributing an internal memo that appeared to conclude that a VTA bus was involved in the accident.

The media relations office later sent a more detailed email to 2 Investigates providing further explanation of retraining policies, but they did not comment on what specific retraining Hudstedt underwent after the incidents in which she was involved.

May 22, 2017:

“Depending on the circumstances of the accident, the operator may be met in-route, or scheduled to come in to the Training Department. In instances where little to no damage has occurred, for example - a mirror taps a pole and nothing breaks, we may meet that operator in-route, discuss the situation, and provide a ride evaluation at that time. However, with operators involved in injury accidents, we schedule those operators to come into the training department.

That meeting includes discussing the accident with the operator, reviewing any available video, and discussing where and how the accident was determined to be preventable (ways to avoid similar situations in the future). The operator views training videos that reintroduces them to basic driving habits and then the operator is taken on a drive evaluation. In most cases, the operator returns to the location of the accident. All situations are different and we work to ensure that the operators understand why the accident was coded preventable, and what they can do to prevent them from being in the same situation moving forward.”

Linh Hoang, Communications & Media Spokesperson

On Wednesday night, before 2 Investigates’ report even aired, VTA posted an online statement stating they “do not believe the segment will be objective.” The agency also emphasized its safety record, pointing out that VTA is among the top 30 percent of transit agencies nationwide for the fewest injury accidents per service mile.

As of Wednesday, San Jose police and VTA said they have no further information to release on the investigation into Cheung’s death. According to police, the driver stopped after the accident and cooperated with investigators. VTA says the driver is on paid administrative leave, but would provide no further details.

The Richmond Standard

AC Transit Announces Fare Increases Starting July 1

May 24, 2017

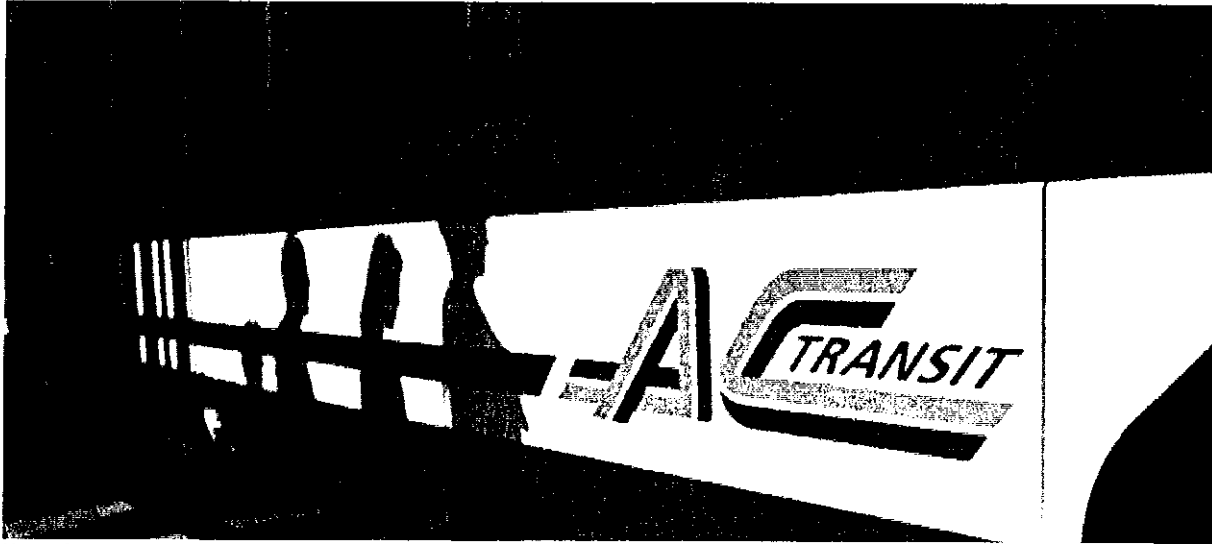


Photo from AC Transit

AC Transit has announced an increase in fares and passes starting July 1, which the transit agency says hasn't been done since 2011.

Fares not purchased via Clipper will increase for local single rides from \$2.10 to \$2.25 for adults, and from \$1.05 to \$1.10 for youth and seniors.

Fares purchased via Clipper will increase from \$2 to \$2.15 for adult local single rides, and from \$1 to \$1.05 for youth and seniors. Transbay single rides will increase for adults from \$4.20 to \$4.50, while Transbay single rides for youth and seniors will rise from \$2.10 to \$2.20.

Local day passes will remain the same at \$5 (and also \$2.50 for youth and seniors), but adult local monthly passes will increase from \$75 to \$81, while adult Transbay Tube monthly passes will increase from \$151.20 to \$162.

Youth, senior and disabled monthly passes will increase from \$20 to \$26.50.

"This fare change reflects an increase originally scheduled for July 1, 2016, but deferred by the AC Transit Board of Directors last year," the transit agency said. "A fare increase will help AC Transit cover rising inflationary costs and remain fiscally sustainable."

Los Angeles Daily News

By Elizabeth Chou, Los Angeles Daily News

Posted: 05/23/17, 8:31 PM

Sluggish Ridership Prompts Metro To Consider Overhauling Bus System



The Pierce College Orange Line stop is shown in this file photo. (John McCoy/Los Angeles Daily News)

Amid declining bus ridership, Metro is looking into overhauling and updating its transit network as a way to bring more people back to its system.

While train ridership is up, the number of people using buses throughout the Metro system fell 18 percent in April, compared with the same month two years ago.

Among the lines losing riders was the rapid transit Orange Line across the San Fernando Valley, which suffered a 14 percent decline in users for the same period.

The Silver Line, an express service that includes stops in San Pedro and El Monte, saw ridership increase, then it fell 8 percent in April, compared with the same month last year.

A recent survey of those who have stopped using Metro found that a third felt it was too difficult to get to a train or bus stop, or their travel patterns changed, said Metro officials. Other reasons cited were safety, overall experience such as noise or vending, and the increasing availability of other options such as ride-hailing services or cheaper vehicle ownership costs.

“We know our bus ridership numbers are down, and we can do better,” said Metro spokeswoman Kim Upton. “It’s time to consider how best to do that.”

Metro is conducting a full bus system study beginning January 2018. The results will be presented to the board in the spring of 2019, after which changes to the bus system could be implemented to overhaul the entire system.

Upton said the purpose of the study is to find out from riders “where we need to be and when we need to be there.”

Conan Cheung, an executive officer at Metro, also cited another reason for doing the overhaul.

“We’ve had a significant investment in our rail system, and we haven’t really looked holistically at our bus network, relative to the way the rail system looks today, which is completely different from what it looked like 25 years ago.”

Metro makes tweaks to its bus system every six months, but the last time there was a systemwide re-assessment was about a quarter century ago, Cheung said.

Cheung also noted that people’s work patterns have changed from the traditional 9-to-5 hours, and Metro needs to re-examine how bus schedules could better respond to those shifts.

Los Angeles voters’ approval of a countywide transit sales tax measure is a good opportunity to take a “fresh look at the bus system,” according to City Councilman Paul Krekorian, who sits on the Metro board.

“We now have an entirely new transit landscape, which will continue to change and grow in the years ahead thanks to the passage of Measure M,” Krekorian said.

Despite shedding some riders, Metro still has a fan in Torrance resident Shelley Bickel, an “Adopt-a-Highway coordinator for Caltrans.

She has been taking the Silver Line from Torrance to her job in downtown Los Angeles “for over a year now” and likes the experience.

She was a little apprehensive at first, but said the “people are nice and you see the same people every day. It’s a really positive experience, and it’s cheap.”

Sumanth Shankar, 29, said his bus commute works fine for him, but “the only thing is there are just so many buses that just aren’t available on the weekends,” when he needs to get to his computer science classes at Cal State L.A.

He added that the 45 minute ride on a bus to get from his home in El Monte to school just does not compare with the 10 minutes it would take in a car.

“I would rather be driving, if I had a car,” he said.



American Public Transportation Association

Transit News

5/23/2017

Contact:

Mantill Williams
202-496-4816
mwilliams@apta.com

Virginia Miller
202-496-4869
vmiller@apta.com

Trump Budget Reiterates Previous Blueprint to Eliminate Critical Public Transit Programs

800,000 Jobs at Risk and Possible Loss of \$90 Billion in Economic Output

Page Content

Washington, DC. The American Public Transportation Association (APTA) expressed disappointment that the Trump Administration has reaffirmed its proposal to phase out the Capital Improvement Grants (CIG) program and eliminate the Transportation Investment Generating Economic Recovery (TIGER) grants, despite Congress' rejection of these cuts in the FY17 appropriations bill. In addition, while APTA officials appreciate the Administration putting forth an outline of an infrastructure proposal, they noted that public transit must be a significant part of any proposed infrastructure initiative.

"The Trump Administration has made it clear that infrastructure investment is important for our country's economic prosperity. Yet, this budget proposal to eliminate critical public transportation infrastructure projects is inconsistent with addressing America's critical transportation needs and helping America's economy prosper," said Richard A. White, Acting President and CEO of APTA. "These targeted cuts to public transit go directly against the President's own calls for new infrastructure spending."

Congress affirmed this federal responsibility when it authorized \$2.3 billion annually, through 2020, for the CIG program in the Fixing America's Surface Transportation (FAST) Act, which was overwhelmingly approved by bipartisan votes of 83-16 in the Senate and 359-65 in the House of Representatives.

In the FAST ACT, Congress also saw the value in Amtrak and authorized nearly \$5.5 billion through 2020 for Amtrak's national network. Additionally, in recognition of

TIGER's success, Congress annually funds this program at significant levels, which is routinely oversubscribed and supports important multimodal projects that do not always lend themselves to the traditional formula funding programs. Congress emphasized its support for public transit in the recent FY17 omnibus appropriations bill by providing funding for all three programs, including a record amount for the CIG program above the authorized level.

According to an analysis completed for APTA called the *Economic Implications of Proposed Public Transit Capital Funding Cuts*, if these proposed public transit cuts are fully implemented, 800,000 jobs would be at risk and there would be a possible loss of \$90 billion in economic output. The jobs at risk include 502,000 general construction and public transit equipment manufacturing jobs, along with 300,000 longer-term jobs associated with permanent, ongoing, economic growth and development jobs. These transit cuts would jeopardize \$38 billion of already planned projects.

"Funding the FAST Act must be the basis for any new infrastructure initiative," said White. "We are extremely concerned with the Administration's proposal to phase out existing infrastructure programs that are putting people to work building projects that our communities need and support."

APTA officials noted that the Administration's new infrastructure initiative would make \$200 billion available over 10 years to leverage up to \$1 trillion, but there are no details on how that money would be prioritized or allocated. These are questions the association hopes will be answered soon.

The federal government is a crucial partner as federal investment in public transit covers 43 percent of all capital spending, APTA noted. Public transit systems across the country that serve millions of Americans in communities of all sizes rely upon this partnership to help support needed infrastructure projects.

"Many of the public transit ballot initiatives that voters approved last year raised local and state dollars that would serve as a match to federal dollars," said White. "This significant cut in federal funding rejects the voter's will because those projects were proposed with the expectation that the federal government would be a responsible funding partner," said White.

Santa Clara Awards New Flyer a Contract for 55 Diesel Electric Hybrid Buses

New Flyer Industries Inc. (CNW Group/New Flyer Industries Inc.)

WINNIPEG, May 23, 2017 /CNW/ - (TSX: NFI) (TSX: NFI.DB.U) New Flyer of America Inc., a subsidiary of New Flyer Industries Inc. ("New Flyer" or the "Company"), the largest transit bus and motor coach manufacturer and parts distributor in North America, announced today that Santa Clara Valley Transportation Authority ("VTA") has awarded New Flyer with a contract for 55 (or 110 equivalent units) New Flyer Xcelsior[®] sixty-foot heavy-duty articulated buses.

The contract includes firm orders for 47 Xcelsior 60-foot diesel-electric hybrid buses, valued at approximately USD \$51 million. In addition, up to eight additional 60-foot buses may be exercised as options over the next year. The initial 47 XDE60 buses will replace older buses that have reached the end of their useful service life, and continue VTA's environmental commitment in the Santa Clara Valley.

Public transit in itself is an environmentally friendly mobility option. Adding the "new" New Flyer hybrid articulated buses to VTA's fleet will amplify the environmental benefits.

"New Flyer is thrilled to be a partner in VTA's Sustainability Program," said Paul Smith, New Flyer Executive Vice President of Sales and Marketing. "These new Xcelsior 60-foot hybrid articulated buses reduce traffic congestion, carry more passengers and reduce CO2 emissions by up to 46% per passenger in an urban environment, compared to a conventional 40-foot diesel heavy-duty transit bus."

The vehicles are equipped with a BAE APS3 HybriDrive propulsion, and will be delivered to VTA throughout 2018.

About The Company

The Company is the largest transit bus and motor coach manufacturer and parts distributor in North America with fabrication, manufacturing, distribution and service centers in Canada and the United States and employs approximately 5,000 team members.

Through its Canadian and U.S. subsidiaries, New Flyer Industries Canada ULC and New Flyer of America Inc., the Company is North America's heavy-duty transit bus leader and offers the broadest transit bus product line (Xcelsior[®] and MiDi[®] models), incorporating the broadest range of drive systems available, including: clean diesel, natural gas, diesel-electric hybrid, electric-trolley and now battery-electric. New Flyer actively supports over 44,000 heavy-duty transit buses (New Flyer, NABI and Orion) currently in service.

Through its Canadian and U.S. subsidiaries, Motor Coach Industries Limited and Motor Coach Industries, Inc., the Company is North America's leader in motor coaches, offering the MCI J4500, which is the industry's best-selling intercity coach for 11 consecutive years, and the MCI

D-Series, the industry's best-selling coach line in North American motor coach history. MCI is also the exclusive distributor of Setra S417 and S407 in the United States and Canada. MCI actively supports over 28,000 motor coaches currently in service and offers 24-hour roadside assistance 365 days a year.

The Company also operates North America's most comprehensive aftermarket parts organization providing support for all types of transit buses and motor coaches. All buses and coaches are supported by an industry-leading comprehensive warranty, service and support network.

Further information is available on the Company's websites at www.newflyer.com and www.mcicoach.com. The common shares and convertible unsecured subordinated debentures of the Company are traded on the Toronto Stock Exchange under the symbols NFI and NFI.DB.U, respectively.

Forward-Looking Statements

This press release may contain forward-looking statements relating to expected future events and financial and operating results of the Company that involve risks and uncertainties. Although the forward-looking statements contained in this press release are based upon what management believes to be reasonable assumptions, investors cannot be assured that actual results will be consistent with these forward-looking statements, and the differences may be material. Actual results may differ materially from management expectations as projected in such forward-looking statements for a variety of reasons, including market and general economic conditions and economic conditions of and funding availability for customers to purchase buses and to purchase parts or services, customers may not exercise options to purchase additional buses, the ability of customers to suspend or terminate contracts for convenience and the other risks and uncertainties discussed in the materials filed with the Canadian securities regulatory authorities and available on SEDAR at www.sedar.com. Due to the potential impact of these factors, the Company disclaims any intention or obligation to update or revise any forward-looking statements, whether as a result of new information, future events or otherwise, unless required by applicable law.

Canadian Town Turns Uber Into Its Public Transit System

Posted on May 23, 2017



(Shown left to right) CAO Jason Reynar, Innisfil-Barrie Taxi Representative Tom Watson, Uber Ontario Public Policy Manager Chris Schafer, Uber Driver Jeff Wilton, Mayor Gord Wauchope, Deputy Mayor Lynn Dollin, Manager of Land Use Planning Tim Cane and Senior Policy Planner Paul Pentikainen.

The Town of Innisfil, Ontario and Uber launched Canada's first ridesharing-transit partnership. Through this partnership, the town will subsidize a portion of the fare for all trips taken by residents within Innisfil, while offering additional subsidies for rides going to and from transit hubs. In addition, the Town of Innisfil has also partnered with the local taxi service, Barrie Taxi as part of this new on-demand transit model to provide accessible rides.

"Rather than place a bus on the road to serve just a few residents, we are moving ahead with a better service that can transport people from all across our town to wherever they need to go," said Innisfil Mayor Gord Wauchope.

This partnership will help Innisfil residents connect with the Barrie-South GO Station, and the local GO Bus line. Ridesharing has become a first mile/last mile complement with public transit in cities around the world. According to a study published last year by the American Public Transportation Association, people who routinely use "shared modes" of transportation (e.g., bikesharing, carsharing, and ridesharing) were more likely to use public transit.

Today, people are combining ridesharing and public transit to substitute for a car and create shared journeys. As a case in point, in London, 30% of Uber rides in the outer boroughs during the morning rush hour end within 200 metres of a Tube or train station.

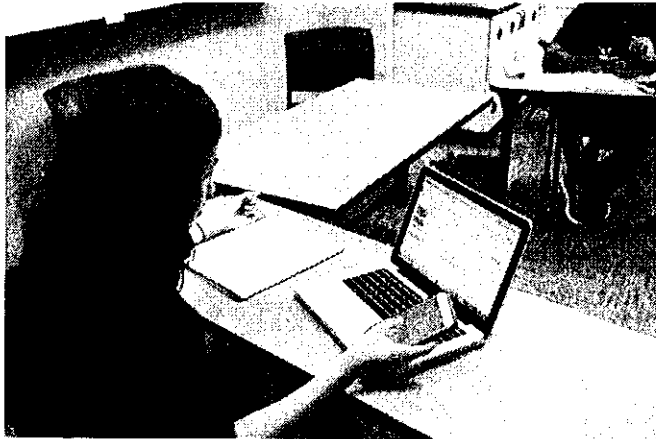
Realizing these trends are already happening, more and more transit authorities and cities are entering into formal agreements with ridesharing companies to help connect people to public

transit, like in the feeder communities of New York City and Orlando , or improve paratransit services for the elderly and disabled, as with a pilot program in Boston.

Situated just south of Barrie and about 45 minutes north of Toronto, the Town of Innisfil is a growing community with a population of approximately 36,000 people. Innisfil prides itself on having a small-town feel while offering modern amenities such as cutting-edge libraries, sports facilities and access to the beautiful Lake Simcoe. Town staff and its Council are dedicated to helping the community grow in a sustainable way to become a place that is connected physically, socially, culturally and digitally.

Students Lobby VTA Board Members To Oppose Eco-Pass Fee Increase

Andrew Shinjo, Staff Reporter - Tuesday, May 23, 2017



DASB Finance Chair, Amanda Le, prepares to call another VTA board member during a call-in organized by the De Anza Political Revolution Club.

De Anza College students met with key VTA board members to convince them to oppose the VTA's proposal to increase the cost of the Eco-Pass from \$9 to \$40. The De Anza Political Revolution Club additionally organized call-ins to contact VTA board members.

The VTA's proposal would raise the price of the Eco-Pass by \$5 every year until it hits \$40, and would require De Anza students to vote on each incremental increase.

"As of now, students have met with VTA board members Chappie Jones and Savita Vaidhyanathan," Student Trustee Elias Kamal, 19, political science major, said. "We are hoping to meet with a few more before the June 1 VTA Board meeting." Jones serves as a San Jose City Councilmember for District 1, and Vaidhyanathan is the mayor of Cupertino.

Kamal; DASB President Dylan Kim; DASB Chair of Finance Amanda Le; Chi Tran, 21, environmental economics and public policy major; Patrick Ahrens, advisor to California Assemblymember Evan Low; and Bob Stockwell, Director of VIDA all met with Vaidhyanathan on May 12.

Kamal said they were able to impress her, and that she was very supportive and reassuring to the students' concerns, and she said she would raise a motion during the VTA board meeting.

Club President Eddie Cisneros; Neil McClintick, 20, political science major; Senator Desiree Humphers; Senator Raphael Villagracia; and Tran met with Jones on May 18, but encountered a less enthusiastic reception.

“Chappie said he was fully supportive,” McClintick said. “But he said students should be okay with the fee increase because they [can afford to] buy Starbucks.” McClintick said he believes this comment is a bit out of touch with students, and it’s the students’ jobs to make sure the councilmembers get the importance of the issue by sharing personal stories with the VTA board member.

“My biggest concern with the current proposed fee increase is that our most vulnerable students will have yet another financial obstacle that gets in the way of an accessible and affordable education,” Kamal said. He said he is very confident that students will be given the opportunity to renegotiate this deal.

Aleks Niewczas, 22, environmental toxicology major, said she is fighting for this issue because “the Eco-Pass makes it easier for me, and other students, to take public transportation. It also helps low income students.”

“This issue is something that definitely affects all De Anza students,” Villagracia said. “Especially because it’s a mandated fee.”

The club plans to host one more meeting to get students to email and call VTA board members before the June 1 meeting. Students are also circulating a petition against the increase.

KQED News

Feds Approve \$647 Million Grant for Caltrain Electrification Project

By Dan Brekke May 22, 2017

Federal transit officials announced Monday they're approving Caltrain's request for \$647 million to help pay for electrifying the commuter railroad's route from San Jose to San Francisco.

The approval won immediate praise from Bay Area elected officials and business leaders who had fought for the project's approval after it encountered unexpected opposition in California's Republican House delegation.

Carl Guardino, CEO of the Silicon Valley Leadership Group and one of Gov. Jerry Brown's appointees to the California Transportation Commission, called it "incredible news for our economy and our quality of life."

Caltrain has also lined up state, regional and local funding for the \$2 billion project, which will allow the agency to replace aging, dirty diesel locomotives and modernize its fleet of passenger cars. With work expected to begin in the next month or so, Caltrain says the electrification work will be completed in 2021.

The agency has said the project, along with related improvements to its right of way, will allow it to dramatically increase daily ridership and reduce congestion on U.S. 101.

"This is like moving from a Model T to a Tesla," Rep. Jackie Speier, D-San Mateo, said in a statement. "Each is beloved on its own terms, but only one can do the modern job of moving America forward."

The federal approval of the project's full-funding grant agreement was put on hold in February after all 14 Republican members of California's House delegation urged Transportation Secretary Elaine Chao to reject it. Their objection: the Caltrain project will tie into the state's planned high-speed rail network and will use some of the state's voter-approved bullet-train bonds. They oppose further funding for the high-speed rail project, arguing it's financially infeasible.

Chao then delayed action on the funding agreement, which was on the verge of approval when the Obama administration left office. The delay led to calls from Gov. Jerry Brown, California congressional Democrats, Bay Area elected officials, and business leaders in Silicon Valley and across the region to approve the project.

Brown called the GOP attempt to stop funding for Caltrain electrification "a real test for Donald Trump. Does he believe in a shovel-ready construction project that will create American jobs,

buy American products and is ready to go in a couple of months or not? Because the Republicans are only against it for purely crass political reasons.”

One sign that the electrification project might get the money came earlier this month, when Congress approved a federal appropriations bill including \$100 million for Caltrain electrification in the current fiscal year. Another \$74 million had already been appropriated pending approval of the funding agreement.

Brown issued a brief statement greeting the news the administration had agreed to fund the Caltrain project.

“Secretary Chao did the right thing,” the governor said. “This is not only good for California, it’s good for America.”

Although the battle over funding for Caltrain’s electrification appears to be over, more battles over federal financing of Bay Area transit projects are likely.

In a preliminary budget released in March, the Trump administration said it wants to eliminate the Federal Transit Administration’s Capital Investment Grant program. Those grants have helped pay for a long list of big-ticket transit projects in the region, including San Francisco’s Central Subway and BART’s extension to San Francisco International Airport.

The Santa Clara Valley Transportation Authority, which got one of the grants to help build the first phase of BART’s extension into San Jose. The VTA plans to apply for a \$1.5 billion grant to extend BART into downtown San Jose.

BART itself has been planning on applying for a Capital Investment Grant of up to \$1 billion to modernize its train control system, upgrade its electrical equipment, finish work on a new maintenance center in Hayward and supplement its Fleet of the Future with 306 new train cars.

The Silicon Valley Leadership Group’s Guardino, for one, expressed optimism that Congress and federal transportation officials will continue to support important Bay Area transit improvements.

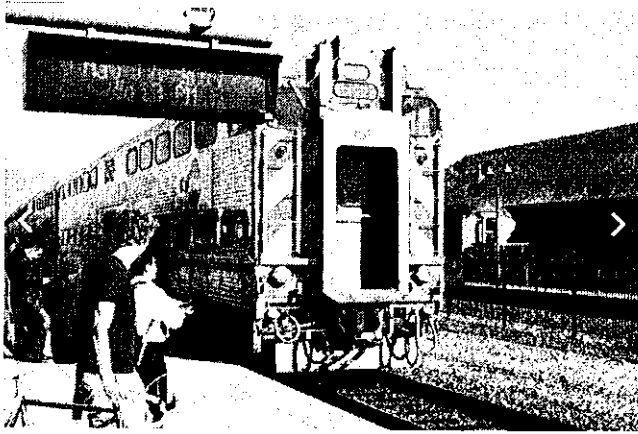
“When we are basing it on good projects and good policy and we can keep raw politics out of the equation, we’re gonna win those efforts,” Guardino said.

What Are Santa Clara County's 10 Busiest Mass Transportation Spots?

By: Jody Meacham - May 22, 2017

Despite its California location, Silicon Valley residents do get out of their cars from time to time to ride a bus, plane or train.

In 2016, nearly 11 million travelers used Mineta San Jose International Airport. About the same number — 10.7 million — rode VTA's light rail and another 32.2 million rode VTA buses. About 26 million passengers rode Caltrain to or from stations in Santa Clara County. Smaller numbers rode Amtrak, Capitol Corridor and ACE trains, SamTrans and Santa Cruz Metro buses.



10. Santa Clara Caltrain Station (total) -- 4,917 passengers / day
ACE trains 254
Caltrain 1,782
Capitol Corridor trains 247
VTA bus 2,661



9. Eastridge Transit Center - 5,070 passengers / day
VTA bus 5,070



8. Great America (total) - 5,557 passengers / day
ACE trains 2,717
Capitol Corridor trains 435
VTA light rail 2,400



7. Great Mall - Main Transit Center (total) - 3,986 passengers / day
VTA light rail 990
VTA bus 4,006
BART is scheduled to begin its service to the Great Mall by the end of this year



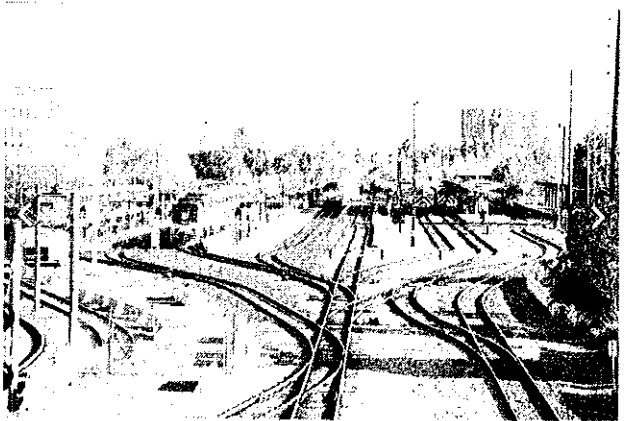
6. Paseo de San Antonio (downtown SD) (total) - 8,139 passengers / day
VTA light rail 4,151
VTA bus 3,985



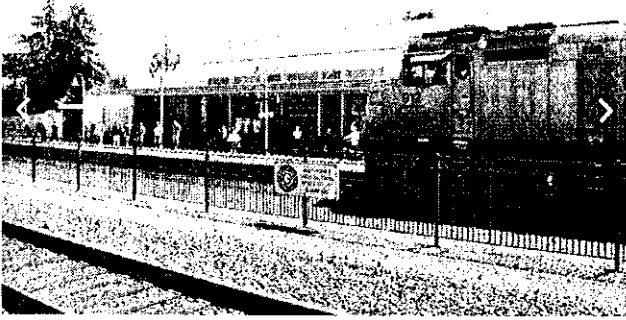
5. Santa Clara Street (downtown SJ) (total) - 9,028 passengers / day
VTA light rail 3,444
VTA bus 5,584



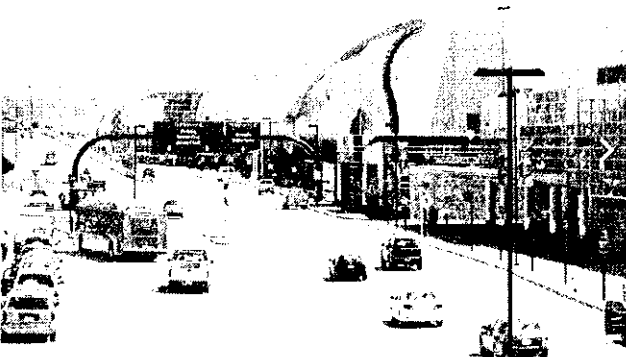
1. Mountain View (total) - 9,202 passengers / day
Caltrain 7,182
VTA light rail 2,020



3. San Jose Diridon Station (total) - 13,467 passengers / day
ACE trains 548
Amtrak 125
Caltrain 7,507
Capitol Corridor trains 477
VTA light rail 1,256
Santa Cruz Metro bus 500
VTA bus 2,954



2. Palo Alto Caltrain Station (total) -- 11,480 - passengers / day
 Caltrain 11,544
 SanTrans bus total not received in time for publication
 VTA bus 2,935



1. Mineta San Jose International Airport (total) -- 28,477 passengers / day
 Southwest Air lines 13,741
 Alaska Air lines 4,357
 American Air lines 3,521
 Delta Air Lines 3,020
 United Air Lines 1,011
 Hawaiian Air lines 899
 JetBlue 405
 Volaris 390
 All Nippon Airways (ANA) 277
 Hainan 191*
 British Airways 51*
 Air Canada 38*
 Other air lines 48
 VTA bus 600

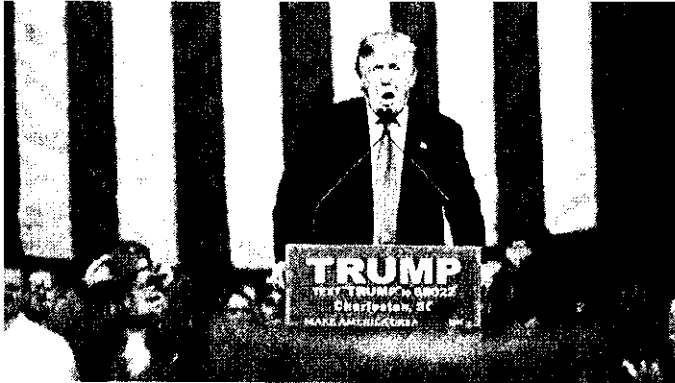
* - Numbers for air lines with less than daily service or service for less than the full fiscal year but averaged over 365 days.

We got the numbers for the airport, 15 Caltrain stations, 61 light rail stations and 3,777 bus stops from the various airlines and transportation agencies that serve them to determine the 10 busiest. All numbers are daily averages for 2016.



White House: Trump Budget 'First Step' In \$1T Infrastructure Push

By Melanie Zanona - 05/19/17



© Getty Images

President Trump's budget proposal will mark the "first step" in his \$1 trillion infrastructure push, the White House said Friday.

Press secretary Sean Spicer tweeted that "next week's budget proposal is the 'first step' in @POTUS's \$1 trillion infrastructure plan."

The tweet comes after Bloomberg News reported Thursday night that the president's spending blueprint will call for \$200 billion in federal funding over 10 years to upgrade the nation's ailing infrastructure.

It's also expected to include incentives to help encourage more private-sector investment — a chief priority in Trump's infrastructure proposal.

Sixteen different agencies are working on Trump's effort to revitalize U.S. roads, bridges, airports and other public works.

Transportation Secretary Elaine Chao said the administration will unveil a broad sketch of the plan before the end of the month, but a more detailed legislative package won't be released until later this summer.

Trump's comprehensive rebuilding plan is expected to contain \$200 billion in taxpayer dollars to leverage \$1 trillion worth of overall investment through public-private partnerships.

It's also expected to streamline the permit-approval process and contain some regulatory, administrative and policy reforms to help speed up project delivery, Chao said.

Higher Mass Transit Use Associated With Lower Obesity Rates, Study Says

Posted on May 18, 2017



Previous research found a reduction in daily driving, even by a mile a day, was associated with a reduction in body mass index. Photo: AC Transit

Healthy mass transit systems could contribute to healthier communities, according to a new study by University of Illinois researchers that determined higher mass transit use was correlated with lower obesity rates in counties across the U.S.

“As local communities seek to allocate public funds to projects that will provide the most benefit to their residents, our research suggests that **investing in convenient and affordable public transit systems may improve public health** by reducing obesity, thereby providing more value than had been previously thought,” said Sheldon H. Jacobson, a professor of computer science at Illinois. He conducted the study with graduate student Zhaowei She and Douglas M. King, a lecturer of industrial and enterprise systems engineering.

The study used publicly available county health and transportation data. To get the clearest picture of the relationship between mass transit use and obesity, the researchers controlled for a number of factors that could influence health or transportation, such as household income, poverty rate, education level, leisure physical activity and access to health care among the adult residents of each county.

“By viewing this link at the county level, we provide a national perspective by considering data from counties throughout the United States,” King said. “Our research suggests that, in addition to benefits to the environment and greater access to transportation for residents, community-level investments into public transit systems may also benefit public health by reducing obesity rates.”

The analysis found that for each 1 percent increase in a county's population who frequently ride public transit, obesity rates dropped 0.2 percent. The study is published in the journal Preventive Medicine.

The latest findings correlate well with previous work by Jacobson and King that found a **reduction in daily driving, even by a mile a day, was associated with a reduction in body mass index.**

"The choice to ride public transit instead of driving can create an opportunity for physical activity," Jacobson said. "For example, when someone rides a bus, they may begin their trip by walking from their home to a bus stop before boarding the bus. Then, once they get off of the bus, they may still need to walk from a bus stop to their destination. Alternatively, if they had driven a car, they might simply drive directly from their home to their destination and eliminate the walking portion of the trip."

Transportation Secretary Elaine Chao Says She Can't Approve Caltrain Electrification Grant Yet

By Casey Tolan

Posted: 05/17/17, 5:43 PM PDT | Updated: 2 hrs ago



Shweda Jain, of San Jose, bundles up while waiting for a Caltrain at the San Jose Diridon Transit Center in San Jose on Tuesday. Heavy rains are expected the next few days. Gary Reyes — Bay Area News Group

WASHINGTON >> U.S. Transportation Secretary Elaine Chao isn't budging on approving federal funds to help the Bay Area begin the electrification of Caltrain tracks.

Chao said at a hearing Wednesday morning of the Senate Environment and Public Works committee that she won't sign off on a funding agreement necessary to release federal funds for the project, even as a critical June 30 funding deadline looms.

Caltrain is waiting for a \$647 million federal grant for the electrification project, which would lead to faster and more reliable trains up and down the Peninsula. Before Trump took office, the grant had been through a multi-year approval process and was close to being finalized. But it's been held up by the U.S. Department of Transportation after all 14 members of the Republican members of the California congressional delegation argued in a letter to Chao that it would go to

bolstering the state's high-speed rail project — which California Republican politicians generally despise.

While bullet trains would run on the electrified track, supporters of the project say it's necessary in its own right to keep Caltrain running with reasonable speed and reliability.

Responding to questions about the status of the grant from Sen. Kamala Harris, a California Democrat, Chao suggested that the Golden State is already getting more than its fair share of federal transportation dollars.

"Fifty percent of the New Starts in the budget, if I'm not mistaken, goes to California," Chao said, referring to the New Starts transportation grant program. "California — and in particular Caltrain — is not the only project that's waiting this money."

Chao said that she couldn't sign the funding agreement with Caltrain until all the funds for the grant were appropriated by Congress.

The 2017 budget passed recently includes \$100 million for the grant — but the full \$647 million hasn't been budgeted. "I cannot (sign the funding agreement) if the funding is not there," Chao said.

But Caltrain said that that argument doesn't hold water. Every grant "in the history of the program" has committed funding not yet appropriated by Congress, said Seamus Murphy, a spokesman for Caltrain. Usually, he said, the agreements specify funds that are expected to be appropriated in future years.

Chao said that the \$100 million budgeted for Caltrain "will go out" to the state — and added that more than \$118 million had been budgeted for the 2018 fiscal year.

But Murphy said that's essentially meaningless if the Department of Transportation doesn't approve the grant. Without Chao signing off, Caltrain can't use any of the federal money.

"How do you suggest we resolve the problem?" Harris asked Chao during the hearing.

"I wish I knew," Chao responded. "It is an issue I think the California delegation needs to come together and discuss, because there seems to be split opinions on this project."

Advertisement

Congressional Democrats from the state, meanwhile, have strongly backed Caltrain funding.

Murphy said it would put 10,000 people to work around the country, not just in California. "It's the most shovel-ready transit project in the country," he said.

The construction contracts for the program expire at the end of June. If the grant agreement isn't signed by then, it's back to the drawing board for Caltrain.

“At a minimum, we’d have to start over putting together a funding plan and awarding new contracts,” Murphy said. “It would definitely be a debilitating setback.”

Harris and California’s senior U.S. senator, Dianne Feinstein, issued a statement essentially agreeing with Murphy’s analysis and urging Chao to sign the agreement as soon as possible.

“All of the funding Congress makes available depends on signing this agreement,” the statement said.



Senators Unveil Infrastructure Investment Bill

By Melanie Zanona - 05/17/17 05:35 PM EDT



© Getty Images

A bipartisan group of senators is moving ahead with their own infrastructure spending bill as Congress awaits details from the White House about President Trump's rebuilding proposal.

Sens. Mark Warner (D-Va.) and Roy Blunt (R-Mo.) are spearheading the new legislative effort, which would leverage money from the private sector through a newly created investment bank to help upgrade U.S. roads, bridges and other public works.

"We must think boldly and make real investments in our nation's infrastructure rather than kick the can down the road with short-term fixes," Warner said. "This legislation will set a clear framework that will help create jobs, expand U.S. commerce and trade, and keep American businesses competitive."

The so-called Bridge Act would use \$10 billion worth of federal dollars to spur about \$300 billion worth of total project investment, lawmakers said.

The measure would create an independent financing authority to provide loans and other forms of financial assistance to help states fund road, bridge, rail, port, water, sewer and other infrastructure projects.

While the bank would get initial seed funding from the government, it would become self-sustaining over time, bill sponsors said.

“Improving our roads, bridges, and waterways is critical for economic growth in our state and across the nation,” Blunt said.

The administration has said that Trump will unveil a broad sketch of his own \$1 trillion infrastructure proposal in late May, but a detailed proposal won’t emerge until later this summer.

That plan is also expected to rely heavily on private financing, and some of Trump’s advisers have said they are exploring the idea of setting up a national infrastructure bank.

The idea of using an infrastructure bank has long been championed by Democrats, but has drawn the ire of some Republicans, who worry the bank would be controlled by Washington politicians and bureaucrats.

The measure from Blunt and Warner would ensure “unbiased project selection” by requiring projects to show “clear public benefit, meet economic, technical and environmental standards, and be backed by a dedicated revenue stream,” lawmakers said. It also would require the selection process to be transparent and publicly accessible.



Trump's Infrastructure Plan Won't Contain List Of Projects

By [Melanie Zanona](#) - 05/17/17 01:23 PM EDT



© Getty Images

President Trump's \$1 trillion infrastructure package won't contain a list of specific projects, according to Transportation Secretary Elaine Chao.

Speculation has been growing about which projects would or wouldn't make the final cut in the yet-to-be-unveiled rebuilding plan. A list of 50 transportation projects was circulated in Washington earlier this year that allegedly identified some of the top projects that were under consideration.

But Chao emphasized that Trump's proposal will still contain special funding mechanisms to help rural and other infrastructure needs directly access cash, especially in areas where private financing isn't a viable option.

“We will not specify any list of projects or anything like that. ... There will not be a specific list of projects,” Chao told the Senate Environment and Public Works Committee on Wednesday. “The infrastructure proposal is being put together with a much greater view of principles.”

Chao testified on Capitol Hill for the first time since her confirmation hearing to provide updates on Trump’s highly anticipated infrastructure plan.

She told senators that the administration will unveil a broad sketch of the proposal in late May, which will highlight the administration’s top “principles” when it comes to rebuilding U.S. roads, bridges and other public works.

“The president, obviously, is very impatient,” Chao said.

A more detailed legislative package will likely be released in the “third quarter,” she added, which would put it up against must-pass aviation, debt ceiling and spending bills.

Chao reiterated that “everything is on the table” when it comes to funding offsets for the plan, but did not offer further details about which options are being seriously considered by the White House.

Lawmakers will need to come up with \$200 billion in offsets for the bill, which will be used to leverage about \$1 trillion worth of overall investment through public-private partnerships, according to the administration.

The proposal is also expected to streamline the permit-approval process and contain some regulatory, administrative and policy reforms.

Speaking at a U.S. Chamber of Commerce event on Monday, Chao said that some direct funding will be included for projects that boost gross domestic product or “lift the American spirit.”

She declined on Wednesday to further elaborate on which projects would meet that criteria but assured lawmakers that the administration is committed to ensuring rural projects are addressed in the package. Chao also signaled that projects like the Gateway Program in the Northeast Corridor remain an “absolute priority.”

“Not every infrastructure project, however, is a candidate for private investment,” Chao said. “The administration recognizes differences between rural and urban infrastructure needs.”

Democrats and rural Republicans have long been worried that the private financing model preferred by Trump would neglect infrastructure projects that don’t have a revenue stream to recoup their investment costs.

Those lawmakers want to see some direct public funding included in the infrastructure effort, which the White House has agreed to do.

“Public-private partnerships can be effective in urban areas, but do not work for rural states like

Wyoming, and other small and rural states represented on this committee," said EPW Chairman John Barrasso (R-Wyo.).

But specifically carving out federal money for projects could spark accusations of "pork barrel spending" or "administrative earmarks," especially from fiscal conservatives.

Former President Barack Obama's 2009 economic stimulus bill established wide-ranging grants, called the Transportation Income Generating Economic Recovery (TIGER) grant program, to help disperse money to diverse infrastructure projects throughout the country.

Trump proposed eliminating those grants in his budget, however, drawing the ire of Democrats and rural Republicans.

Chao suggested on Wednesday that any money that is cut from TIGER grants could be funneled back into Trump's infrastructure package in some new form.

"I know how popular TIGER grants are with members of Congress. ... This particular issue about TIGER grants is something we are discussing," Chao said. "The thought was that there be a more holistic approach to infrastructure, and perhaps these TIGER grants would be recast in some way in the future."



Senate Approves Trump Pick To Be No. 2 At Transportation Department

By Melanie Zanona - 05/16/17 05:48 PM EDT



© Getty

The Senate on Tuesday confirmed President Trump's nominee to be No. 2 at the Department of Transportation (DOT).

In a 56-42 vote, the upper chamber endorsed Jeffrey A. Rosen to be deputy secretary of the DOT. As second in command to Transportation Secretary Elaine Chao, Rosen will supervise the agency's day-to-day operations.

Rosen, who was most recently a senior partner at Kirkland & Ellis, previously served as general counsel for both the DOJ and the Office of Management and Budget.

"I am delighted to welcome Deputy Secretary Jeff Rosen to the Department. His extensive background in transportation, budget, regulatory reform and management will be invaluable as we implement the President's agenda," Chao said.

His confirmation comes as the administration announced plans on Monday to unveil a broad sketch of Trump's highly anticipated infrastructure package in the next "several weeks."

Some Democrats opposed Rosen's nomination because of the administration's proposed cuts to the DOT budget, including eliminating some popular infrastructure grant programs.

Sen. Dianne Feinstein (D-Calif.), who voted against Rosen's confirmation, said she will continue to oppose all DOT nominees until the White House unblocks federal funding that was supposed to be used on electrifying a portion of Caltrain's commuter rail system.

How Transit Agencies Are Alleviating Demand For Paratransit Services

By Alex Roman, Managing Editor
Posted on May 3, 2017

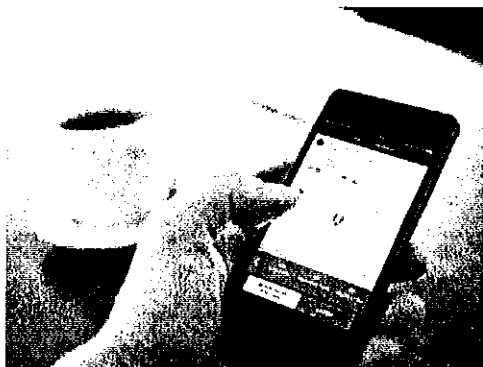


MCTS

In *METRO's* 2016 Annual Paratransit Survey, 70% of respondents reported that the number of riders transported in 2015 was higher than the previous year, with 17% reporting that demand was also one of their greatest challenges.

With demographic shifts predicted to bring a growing number of senior citizens across the nation and costs and demand for paratransit services continuing to soar, many agencies are re-examining the way they provide paratransit services. In some cases, they have also been able to find ways to increase mobility options for seniors and people with disabilities who have historically had limited freedom of mobility when using their paratransit system.

Kansas City Area Transportation Authority



RideKC Freedom On-Demand will enable paratransit customers to schedule TNC-like, on-demand trips via an app or by calling the agency's service center.

The Kansas City Area Transportation Authority (KCATA) has been working on making travel easier for seniors and people with disabilities over the last year-plus, and recently rolled out free fixed-route rides for both veterans and its paratransit customers. Part of the driver for KCATA's increased focus on mobility for its paratransit customers stems from President/CEO Robbie Makinen's unique perspective.

"I lost my vision about five years ago and got put right into the paratransit system, and when I did, I experienced the barriers that people who use the system have to deal with every day," he says. "Barriers like having to plan a trip 24 hours in advance and having the 30-minute window each way. We have plenty of folks like me who just want to contribute. We want to do our jobs. We want to compete. So, those barriers had to be broken down."

In an attempt to remove those barriers as well as remove the stigma associated with having to use the paratransit system, KCATA is set to launch RideKC Freedom On-Demand, which will enable paratransit customers to schedule TNC-like, on-demand trips via an app or by calling the agency's service center.

"We want to change that core service, that cornerstone of our transit service that we provide for our most vulnerable population, which is our seniors and people with disabilities," says Makinen. "What we're trying to do at KCATA is look at public transportation through the looking glass here, and imagine what it could look like in 50 years. We are looking at how we can create a service that is an on-demand, TNC-type service, but is still associated with a transit authority."

The impetus for taking a look at how public transportation could be revamped began when KCATA launched a pilot program with the "pop-up," app-based transportation provider Bridj, Makinen explains.

"Bridj was a great pilot program for us, because it allowed us to look at public transportation a whole new way and capture folks who normally wouldn't ride public transportation," he says. "It also allowed us to adapt the program to fit our needs here in Kansas City, where we are spread out across numerous municipalities and county and state lines because we are a bi-state agency. By adding up the lessons learned from the Bridj pilot, we ended up putting together our rebranded paratransit service RideKC Freedom, which this new on-demand system is a part of."

Takeaway

"We all have to start looking at transportation as a whole entity. It can't be us versus them," Makinen says. "What we need to do is open up the tent and let everybody in. So, if we talk to Uber and Lyft and can fit them into this program, my feeling is why not? And, we look forward to that being a possibility."

RideKC Freedom On-Demand, which will initially serve two major parts of the Kansas City region — one north of the Missouri River and another south of the river — allows eligible paratransit users to take an on-demand trip at any time, where they pay \$3 for the first eight miles and \$2 for every mile thereafter. The general public can also use the program, but are charged \$10 for the first five miles and \$2 for every mile after. As an extra feature, Transdev,

which provides KCATA's paratransit service, will return a portion of the full-fare trips back to the agency to reinvest in service.

"What we have done here is provide the same service to our paratransit customers that we provide to our non-paratransit customers," Makinen says. "I am riding in the same cars. If I need a wheelchair-accessible vehicle it is available. And, if a customer doesn't happen to have a cell phone, they can call our call center and they will set it all up for them. So nobody is being disadvantaged. We have had a lot of our advocates try out the new system and they are amazed by it, and so am I."

If the pilot project is successful, Makinen says KCATA will be able to take the on-demand model and implement it anywhere in the agency's service area.

"Once this model is perfected, we should be able to pick this up and go to a city or municipality and say 'we can provide your paratransit service, all you need to do is help us subsidize the program,'" he explains. "The app and the fare collection will all be set up for them. The drivers will all have background checks and all those safety boxes will be ticked off. It's really a unique concept and we're very pleased to be bringing it out to our customers."



The so-called "Silver Tsunami" has resulted in a 14% increase in ridership on Laketran's Dial-A-Ride service over the last three years.

Laketran

While many have talked about how the so-called "Silver Tsunami" is set to have a great impact on transit agencies around the nation, Lake County, Ohio's Laketran is already starting to experience that growth.

"A lot of people talk about how the amount of seniors in the U.S. is going to grow like it's something that will happen down the line, but it hit us and has been here for three years," says Laketran Deputy GM Ben Capelle, who explains that the amount of seniors using the agency's Dial-A-Ride system has grown nearly 17% over the last three years.

With ridership up by 14% over the last three years and Dial-A-Ride and the demand-response system the preferred method of travel for many of the system's paratransit customers, Laketran's board of trustees recently gave the agency the green light to apply for federal grant funding for 18 paratransit vehicles to replace obsolete ones and increase its Dial-A-Ride fleet by five by 2018.

"The number of vehicles our calculations tell us we should have are around 92. We are currently increasing our fleet from 80 to 85, and will continue to do so incrementally," Capelle says. "We don't want to have too many vehicles, because sometimes the math tells you one thing, but operationally you can accommodate another. So, we're doing it incrementally and once we get past our pain point, then we'll stop buying vehicles."

The buses purchased by Laketran will be equipped with a wheelchair lift, fold-up seats to accommodate up to four wheelchairs, slip-resistant flooring, an electronic transit door, and a central heating and cooling unit in response to customer concerns about vehicles being too hot or too cold. Additional safety amenities include seatbelts, clearance lights, Mor-Ryde suspension, and safety cameras.

Over the last three years, Laketran has also increased the amount of drivers by 35 to 40 people, bringing the total amount of drivers on staff to 150. Even still, Capelle explains the agency is still having issues keeping up with demand.

"We've increased our fleet, increased the number of drivers and the hours they are working, and really just thrown everything we can at the issue, but we're still not really keeping up with the demand increases," he says. "The thing we're a little nervous about is if it doesn't slow down, we're not going to have to cut service, but we're going to have to kind of restrict it in some way."

To limit demand, Capelle explains that Laketran has implemented a Travel Training program and a senior-focused program, "Seniors on the Go," that is 100% tailored to help seniors learn how to use all parts of the agency's system. However, because of the efficiency of the system and the impact weather can have on the area, demand-response and Dial-A-Ride services remains the top choice for seniors in the area.

Takeaway

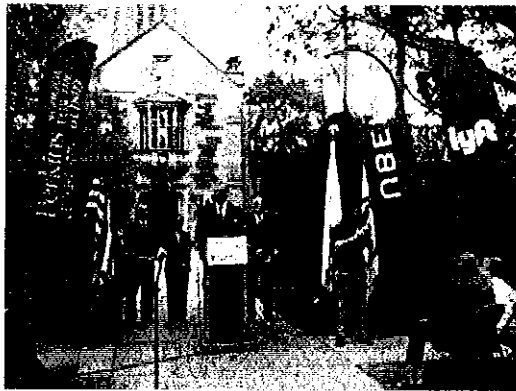
"Like any agency you always want to look at ways to control or reduce costs," says Capelle. "For instance, when we began exploring switching to propane, we discovered it would be cheap and easy for us to do so and the cost savings for us are going to be enormous. I'd suggest any agency similar to Laketran to also explore the possibility of switching to propane."

"We try and get people onto our fixed-route as much as we can, unfortunately, Laketran is unique because our Dial-A-Ride and demand-response services are our bread and butter and is really what we are known for in the community," explains Capelle. "Also, here in Northeast Ohio with the weather we have, winter can be a challenge of its own. We have some seniors that

do ride the bus in the summer, but switch to our demand-response services in winter because they just can't navigate in the snow."

To further cut costs in hopes of keeping up with demand, Laketran also recently built a propane fueling station and will begin transitioning its fleet to propane, beginning with the 18 new vehicles they are ordering.

"We expect to save 35 percent on our demand-response fuel budget once all of our buses are propane," Capelle says. "We are anticipating it to take five to six years to complete the transition over to propane."



The MBTA's pilot with Uber and Lyft allowed paratransit users to take 28% more trips. Gov. Charlie Baker is pictured announcing program at the Perkins School for the Blind.

Massachusetts Bay Transportation Authority

Searching for ways to alleviate demand on its The RIDE paratransit system and increase options for customers, Boston's Massachusetts Bay Transportation Authority (MBTA) launched a pilot program in October that enabled 400 people to begin taking subsidized trips using ride-hailing services Uber and Lyft. By late February, the agency expanded the offer to all of its customers eligible for The RIDE and announced it had already provided 10,000 trips through the partnership.

The aim of the partnership with Uber and Lyft, according to Brian Shortsleeve, chief administrator and acting GM, and Ben Schutzman, director of transportation innovation, was to improve customer flexibility and mobility, provide equal or better service at a lower cost, test how to convert trips from The RIDE to on-demand options, and identify the financial and operational feasibility of a new model.

"We are very focused on finding new ways to do business and getting this agency to be more innovative in an attempt to modernize everywhere we can," says Shortsleeve, "Generally, the old ways of doing business are no longer viable, and partnering with private companies like Uber and Lyft, is a really important path forward for agencies, because it has a positive impact on the customer's experience while also significantly reducing costs."

During the initial 400-person pilot project, MBTA found that those customers were able to experience shorter wait times, essentially eliminating the 30-minute pickup window; same-day booking as opposed to having schedule rides 12 to 24 hours in advance; faster trips (saving about 34 minutes per trip on average), and the elimination of shared rides.

More importantly for the agency, the program allowed customers to take about 28% more trips at a reduced overall cost of about 80% — from \$46 per trip on The Ride to about \$9 per trip using Uber and Lyft.

Takeaway

“Without biweekly touch points with Uber and Lyft, as well as conversations with our advocates on a regular basis, more problems could have really occurred,” says Schutzman. “If you take a program like this and set it and forget it, you might not be able to correct it along the way as we were able to do so quickly by keeping that open line of communication.”

One big key for the MBTA in setting up the program with Uber and Lyft was to engage its customers, shareholders, and the advocacy community, Shortsleeve explains.

“We spoke about this very publicly and hosted over 90 meetings here at MBTA with our fiscal management control board over the last 18 months,” he says. “We have been very transparent both with this program and all of our programs here at the agency.”

“The advocate community was very supportive and helpful to us in getting the word out about the pilot and designing key elements of this program,” adds Schutzman. “Uber and Lyft brought their cultures of innovation, but trusting the advocate community and their opinion as well really created the seeds of this pilot program.”

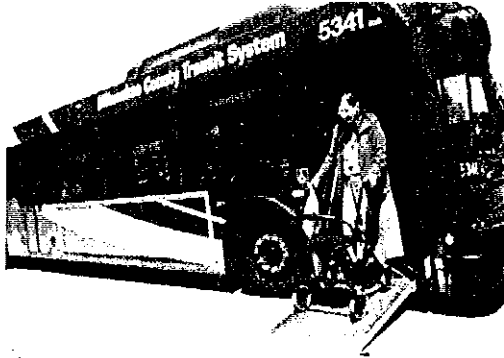
Schutzman adds that another key to the implementation of the program was to view it as a working pilot that could be tweaked and updated along the way to improve the experience for customers.

“The core way we started the program six months ago stayed intact, but we have really tried to change and improve things based on customer feedback along the way too,” he says. “For example, we heard customers say they wanted the entire service area covered, and we are able to do that within a matter of days. We have really been able to tweak different parts of the program based on customer feedback and our internal review of metrics on a weekly basis, and without that intensive focus on constantly testing and iterating, I don’t think we would be at the place we are today.”

The MBTA measured customer satisfaction of the pilot program using an indicator called a Net Promoter Score (NPS). Using a simple question — “On a scale of 0 to 10, how likely are you to recommend this company’s service to a friend?” — NPS classifies the customer’s responses in three categories — promoters, passives, and detractors — and calculates a percentage based on the number of “promoters” minus the percentage of “detractors.” On average, public transit’s

NPS comes in at about 12% positive, but in January 2017, The RIDE's pilot with Uber and Lyft came in at 79% positive, which also impacted its overall fixed-route NPS by 10%.

“The program really proved to be a win-win on every level for us on all level and by all indicators,” says Shortsleeve.



In 2016, MCTS provided a record 104,317 rides on its fixed route system to customers that required securement assistance.

Milwaukee County Transit System

Years of outreach and training by the Wis.-based Milwaukee County Transit System (MCTS) recently led to the agency providing more than 100,000 rides on its regular fixed-route system to passengers who use wheelchairs and other mobility devices.

“We’ve been tracking these types of boardings since at least 2007, and the number of boardings has doubled since we began a really focused and concentrated effort to make the bus system more accessible and welcoming to people with disabilities,” explains Tracy Harrington, director, paratransit services, MCTS.

The agency’s efforts to both alleviate the financial constraints of providing paratransit service, while also providing those customers with greater freedom of travel, essentially launched in 2009 when the agency landed a New Freedom federal grant.

With that grant, MCTS setup the New Freedom Team, which includes both a full-time and part-time mobility coordinator, a part-time travel trainer, and a part-time bus stop barrier analyst. As part of the program, the agency also began offering free bus fares to anyone who had conditional eligibility to use paratransit services.

“That was another factor that made fixed-route services very attractive to people who wanted to try the bus, and it encouraged them to increase their usage once they felt comfortable using the system,” says Harrington. “In fact, we are now expanding the program to include people with unconditional eligibility, so that when they have assistance with them some of their trips can be taken using the bus, giving them the chance to enjoy expanded community mobility as well.”

In addition to offering paratransit customers, as well as the community as a whole, one-on-one and group travel training to better negotiate its fixed-route bus system, MCTS also increased its

training practices for drivers, so they can understand how they can help present a welcoming face to people with disabilities and learn how to better assist them when riding the system.

Takeaway

“I strongly suggest that agencies bring in members of the advocacy community when they are designing their paratransit program,” says Harrington. “It is vital to be able to get the insight from people with disabilities as to what does and does not work, as well as what their ideal system would look like. We will never have all the resources in the world, but it’s important to blue sky and then see what we can plausibly do.”

“We have people from the disability advocacy community, one who uses a power mobility device and another that is blind and uses a service dog, that come in and assist us with our trainings, so drivers really get firsthand information on what it’s like to walk in the shoes of a person with a disability,” explains Harrington. “Some of the training we provide, includes ADA-sensitivity, hands-on securement, and simulations of visual disabilities, where they wear goggles that present them with different disability conditions.”

The New Freedom program also enabled MCTS to implement a barrier removal project that targeted non-ADA compliant bus stops in the community. Since 2009, the agency has improved 327 bus stops as part of the program, increasing boardings at those stops by 14.6%, Harrington explains.

“Our bus stop barrier analyst went out and did a map update targeting what stops were already ADA accessible and which were yet to be improved, and then, did an analysis to see where the priority for upgrading those stops needed to be,” she says. “It’s incredible how much of a difference it makes having a concrete bus pad and a connecting sidewalk at a bus stop. Having said that, there are some stops that will be beyond our reach, but the program has still made quite an impact.”

The New Freedom program has made quite an impact at MCTS. According to the agency’s figures, passengers boarding the fixed-route bus system that required securement assistance has essentially doubled, going from 51,900 boardings in 2009 to a record 104,317 boardings in 2016. Meanwhile, overall ridership on the MCTS paratransit system has decreased, going from 1.17 million trips in 2009 to 530,989 trips in 2016.

“By decreasing our paratransit boardings, we were able to give money back to Milwaukee County, who partially funds the transit system through a property tax levy, so it’s good news for taxpayers,” Harrington says. “It also helps with the sustainability of the transit system overall, and in particular the paratransit system for people who don’t have another option.”