

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

BOARD OF DIRECTORS REGULAR MEETING AGENDA  
APRIL 13, 2007 (Second Friday of Each Month)  
\*SCMTD ENCINAL CONFERENCE ROOM\*  
\*370 ENCINAL STREET, SUITE 100\*  
SANTA CRUZ, CALIFORNIA  
9:00 a.m. – 11:00 a.m.

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

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

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

1. ROLL CALL
2. ORAL AND WRITTEN COMMUNICATION
  - a. Jeffrey D. Bukowski, Stevens & Lee      Re: RTCC Minutes Corrections
  - b. City of Capitola RDA                              Re: Public Hearing Notice
3. LABOR ORGANIZATION COMMUNICATIONS
4. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

### **CONSENT AGENDA**

- 5-1. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS FOR THE MONTH OF MARCH 2007  
Report:                      Attached
- 5-2. CONSIDERATION OF TORT CLAIMS:  
DENY THE CLAIM OF BEN S. JONAS, CLAIM #07-0011
- 5-3. ACCEPT AND FILE METROBASE STATUS REPORT  
Staff Report:              Attached
- 5-4. ACCEPT AND FILE THE METRO ADVISORY COMMITTEE (MAC) AGENDA FOR APRIL 18, 2007 (No Minutes: no February or March meetings due to lack of quorum)  
Agenda:                      Attached
- 5-5. ACCEPT AND FILE PARACRUZ OPERATIONS STATUS REPORT FOR THE MONTH OF JANUARY 2007  
Staff Report:              Attached

- 5-6. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE FOR MONTH OF FEBRUARY 2007  
Staff Report: Attached
- 5-7. ACCEPT AND FILE MINUTES REFLECTING VOTING RESULTS FROM APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR THE JANUARY, FEBRUARY & MARCH 2007 MEETING(S)  
Staff report: Attached
- 5-8. ACCEPT AND FILE NOTIFICATION OF ACTION TAKEN IN CLOSED SESSION REGARDING CLAIM OF CARLOS CARRERA  
Notice: Attached
- 5-9. CONSIDERATION OF RECOMMENDATION TO APPROVE ASSESSMENTS FOR COOPERATIVE RETAIL MANAGEMENT DISTRICT  
Staff Report: Attached

#### REGULAR AGENDA

- 6. **DELETED: THERE WERE NO EMPLOYEE ANNIVERSARIES IN MARCH**  
(PRESENTATION OF EMPLOYEE LONGEVITY AWARDS)
- 7. CONSIDERATION OF APPROVAL OF A **RESOLUTION** MODIFYING SANTA CRUZ METRO'S BYLAWS INCLUDING REFORMATTING THE REGULAR BOARD MEETINGS, AND ADDING LANGUAGE TO REQUIRE DIRECTORS TO FOLLOW CALIFORNIA LAW RE CONFLICTS OF INTEREST AND OTHER MINOR CHANGES  
Presented By: Margaret Gallagher, District Counsel  
Staff Report: Attached
- 8. CONSIDERATION OF MODIFICATIONS TO METRO'S PARACRUZ ELIGIBILITY AND APPEALS PROCESS REGULATION TO CONFORM THE REGULATION WITH THE ACTUAL PRACTICES, SUBSTITUTE MAC, INSTEAD OF MASTF, AS AN APPOINTING AUTHORITY TO THE APPEALS PANEL AND OTHER CHANGES  
Presented By: Margaret Gallagher, District Counsel  
Staff Report: Attached
- 9. CONSIDERATION OF DIRECTING STAFF TO IDENTIFY TRANSIT SYSTEMS INTERESTED IN ACQUIRING METRO'S RUBBER TIERED TROLLEY  
Presented By: Leslie R. White, General Manager  
Staff Report: Attached
- 10. CONSIDERATION OF INCREASING LIABILITY INSURANCE TO \$30 MILLION  
Presented By: Mark Dorfman, Assistant General Manager  
Staff Report: Attached

**ACTION REQUESTED AT THE APRIL 13, 2007 BOARD MEETING**

11. CONSIDERATION OF DIRECTING THE GENERAL MANAGER TO WITHDRAW THE REQUEST TO THE CITY OF SANTA CRUZ FOR THE REMOVAL OF PARKING ON THE SOUTHBOUND LANES OF OCEAN STREET ON THE WEEKENDS FROM MEMORIAL DAY TO LABOR DAY  
Presented By: Leslie R. White, General Manager  
Staff Report: Attached  
**ACTION REQUESTED AT THE APRIL 13, 2007 BOARD MEETING**
12. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE OPTION TO PURCHASE FIVE 40 FOOT COMPRESSED NATURAL GAS BUSES FROM THE CITY OF CULVER CITY WITH NEW FLYER OF AMERICA  
Presented By: Mark Dorfman, Assistant General Manager  
Staff Report: Attached  
**ACTION REQUESTED AT THE APRIL 13, 2007 BOARD MEETING**
13. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION: District Counsel
14. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

## **SECTION II: CLOSED SESSION**

1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS  
(Pursuant to Government Code Section 54956.8)
  - a. Property: 425 Front Street, Santa Cruz, CA  
Negotiating parties: Ceil Cirillo and Leslie R. White for SCMTD  
Greyhound/Transportation Realty Income Partners  
L.P., Owner of 425 Front Street  
Under Negotiation: Price and Terms
  - b. Property: 1217 River Street, Santa Cruz, CA  
Negotiating parties: Leslie R. White for SCMTD  
Dennis Stewart, Owner of 1217 River Street  
Under Negotiation: Price and Terms

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

15. REPORT OF CLOSED SESSION

**ADJOURN**

### **NOTICE TO PUBLIC**

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

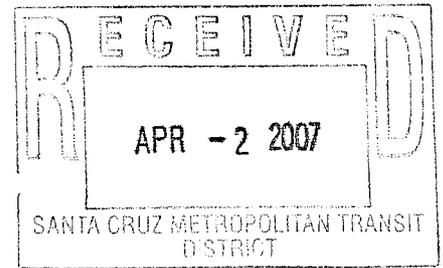
When addressing the Board, the individual may, but is not required to, provide his/her name and address in an audible tone for the record.

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

The Santa Cruz Metropolitan Transit District does not discriminate on the basis of disability. The Encinal Conference Room is located in an accessible facility. Any person who requires an accommodation or an auxiliary aid or service to participate in the meeting, please contact Cindi Thomas at 831-426-6080 as soon as possible in advance of the Board of Directors meeting. Hearing impaired individuals should call 711 for assistance in contacting METRO regarding special requirements to participate in the Board meeting.

**STEVENS & LEE**  
**LAWYERS & CONSULTANTS**

111 North 6th Street  
P.O. Box 679  
Reading, PA 19603-0679  
(610) 478-2000 Fax (610) 376-5610  
www.stevenslee.com



Direct Dial: (610) 478-2215  
Email: jdb@stevenslee.com  
Direct Fax: (610) 988-0805

March 30, 2007

**Regional Transit Coordinating Council (RTCC)**

Attention: Procurement Committee Members

Re: Corrections to Minutes of January 18, 2007 RTCC Procurement Committee Meeting

To Whom It May Concern:

We are outside counsel to East Penn Manufacturing, Inc. (East Penn), the manufacturer of Deka® and other high quality batteries, including heavy duty coach and automotive lead acid batteries. East Penn was recently provided a copy of the minutes of the January 18, 2007 meeting of the Regional Transit Coordinating Council (RTCC) Procurement Committee. A copy of the meeting minutes provided to East Penn is attached for your convenience. East Penn has asked that we correct several statements contained in Paragraph 1 of those minutes so the RTCC and its member transit agencies do not rely on factually inaccurate information when planning their procurement activities.

First, Paragraph 1 states, "Per Chris Pruitt of Deka/East-Penn, Batteries USA is the sole proprietor of Deka batteries in this area." Christopher Pruitt is East Penn's Executive Vice President of Sales, Finance and Administration. Not only did Mr. Pruitt never make such a statement, the statement itself is factually incorrect. Batteries USA is not the sole proprietor of Deka® batteries in the geographic area covered by the RTCC. To the contrary, there are many companies in your geographic area that sell and distribute Deka® and other high quality batteries manufactured by East Penn.

Next, Paragraph 1 states, "Bayland Batteries is no longer able to sell Deka batteries to the transit agencies." This statement is also incorrect. Bayland Batteries is a wholly owned subsidiary of East Penn. Although Bayland Batteries has not recently bid on contracts to supply batteries to the RTCC's member transit agencies, it is free to do so at any time.

Finally, Paragraph 1 states, "Also per Deka batteries will be built at time of order. This will lead to a near 30 day lead time from order date." This statement is incorrect. Due to high demand for Deka® and other batteries throughout the world, East Penn does not wait to receive orders from battery resellers such as Batteries USA to build the batteries those resellers use to fulfill contracts they may have with their customers, including the RTCC's member transit

Philadelphia • Reading • Valley Forge • Lehigh Valley • Harrisburg • Lancaster • Scranton  
Williamsport • Wilkes-Barre • Princeton • Cherry Hill • New York • Wilmington

A PROFESSIONAL CORPORATION

STEVENS & LEE  
LAWYERS & CONSULTANTS

Regional Transit Coordinating Council  
March 30, 2007  
Page 2

agencies. East Penn does, however, strive to ship high quality Deka® and other batteries for resale to end users within a commercially reasonable time from their manufacture, and East Penn stands behind all of its batteries with a warranty. Therefore, the RTCC's member transit agencies should feel comfortable relying on Deka® batteries to serve their needs. If it is an issue, the RTCC's member transit agencies should discuss with their supplier any lead time needed to fulfill their respective battery contracts.

We appreciate the opportunity to correct the information in Paragraph 1 of the minutes of the January 18, 2007 meeting of the RTCC's Procurement Committee. If the RTCC, its Procurement Committee, or any of its member transit agencies have any questions or need further clarification, please do not hesitate to contact us.

Very truly yours,

STEVENS & LEE



Jeffrey D. Bukowski

JDB:tly  
Enclosure

cc: Mr. Said Senan, Batteries USA  
Distribution List (attached)

**STEVENS & LEE**  
LAWYERS & CONSULTANTS

Regional Transit Coordinating Council  
March 30, 2007  
Page 3

**DISTRIBUTION LIST**

**Alameda-Contra Costa Transit District (AC Transit)**

Attention: James Bonds  
1600 Franklin Street  
Oakland, CA 94612

**Bay Area Rapid Transit District (BART)**

Attention: Tom Margro, General Manager  
P.O. Box 12688  
Oakland CA 94604-2688

**Caltrans, District 4**

Attention: Bijan Sartipi, District 4 Director  
111 Grand Avenue, P.O. Box 23660  
Oakland, CA 94623-0660

**Central Contra Costa Transit Authority (County Connection)**

Attention: Scott Pevahouse  
2477 Arnold Industrial Way  
Concord, CA 94520

**Eastern Contra Costa Transit Authority (Tri Delta)**

Attention: Ann Hutcheson  
801 Wilbur Avenue  
Antioch, CA 94509

**Golden Gate Bridge, Highway & Transportation District**

Attention: Jason Brewer  
P.O. Box 9000, Presidio Station  
San Francisco, CA 94129-0601

**Livermore/Amador Valley Transit Authority (WHEELS)**

Attention: Barbara Duffy, General Manager  
1362 Rutan Court, Suite 100  
Livermore, California 94551

**STEVENS & LEE**  
LAWYERS & CONSULTANTS

Regional Transit Coordinating Council  
March 30, 2007  
Page 4

**Metropolitan Transportation Commission**

Attention: Steve Heminger, Executive Director  
MetroCenter  
101 Eighth Street  
Oakland, CA 94607

**San Francisco Municipal Transportation Agency (SFMTA)**

Attention: Nathaniel Ford, Executive Director  
1 South Van Ness Avenue, 7th Floor  
San Francisco, CA 94103

**San Joaquin Regional Transit District (SJRTD)**

Attention: Dan Pereira  
P.O. Box 201010  
Stockton, CA 95201

**San Mateo County Transit District (SamTrans)**

Attention: George Fulscher  
1250 San Carlos Avenue  
P. O. Box 3006  
San Carlos, CA 94070-1306

**Santa Clara Valley Transportation Authority (VTA)**

Attention: Michael Burns, General Manager  
3331 North First Street  
San Jose, CA 95134-1906

**Santa Cruz Metropolitan Transit District (SCMTD)**

Attention: Marcela Tavantzis, Chair  
370 Encinal Street, Suite 100  
Santa Cruz, CA 95060

**Santa Rosa Department of Transit & Parking (Santa Rosa City Bus)**

Attention: Bob Dunlavey, Director  
City Hall, Room #6  
100 Santa Rosa Avenue  
Santa Rosa, CA 95404

**STEVENS & LEE**  
LAWYERS & CONSULTANTS

Regional Transit Coordinating Council  
March 30, 2007  
Page 5

**Sonoma County Transit**

Attention: Bryan Albee, Transit Manager  
355 W. Robles Ave.  
Santa Rosa, CA 95407

**Vallejo Transit**

Attention: Mike McCormack  
Vallejo City Hall  
555 Santa Clara Street  
Vallejo, CA 94590

REGIONAL TRANSIT COORDINATING COUNCIL

AC Transit, BART, Caltrans, CCCTA, ECCTA, GGBHTD, LAVTA, MST, MTC, SamTrans, Santa Rosa, SCVTA, SCMTD, SF Muni, Vallejo

RTCC PROCUREMENT COMMITTEE MEETING

MINUTES

January 18, 2007

On Thursday, January 18, 2007, the RTCC Procurement Committee meeting was called to order at 10:10am. Those present were as follows:

Scott Pevahouse, CCCTA  
James Bonds, AC Transit  
Ann Hutcheson, ECCTA  
Mike McCormack, Vallejo

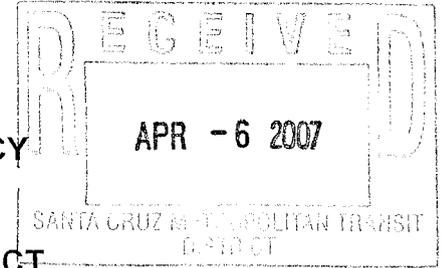
George Falscher, Sam Trans  
Dan Pereira, SJRTD  
Jason Brewer, GGT

1. **Battery Contract** - Bid was awarded to Batteries USA. Per Chris Fruit of Deka/East-Penn, Batteries USA is the sole proprietor of Deka batteries in this area. Bayland Batteries is no longer able to sell Deka batteries to the transit agencies. Also per Deka batteries will be built at time of order. This will lead to a near 30 day lead time from order date. Said of Batteries USA is scheduled to attend the February meeting to discuss any concerns the participating agencies may have as to this new contract. **ALL AGENCIES** participating in the battery contract are strongly urged to attend this meeting so that all issues both past and present may be discussed. A reminder that all agencies that are participating in the contract must have their own contract in place with Batteries USA.
2. **Brake Drums Contract**- A/C transit is having some fit issues with their KIC/Rayco drums. This drum is only awarded to A/C Transit so it should not affect the other agencies. Muncie is a direct distributor for Webb drums. JB has heard that Webb may be rethinking their decision to not drop ship to customers. Both Battery and Brake Drum bids set to expire on February 28, 2008.
3. The meeting was adjourned at 11:20 am.

2-a.6



**CITY OF CAPITOLA REDEVELOPMENT AGENCY  
NOTICE OF PUBLIC HEARING REGARDING  
REVIEW OF THE IMPLEMENTATION PLAN  
FOR THE CAPITOLA REDEVELOPMENT PROJECT**



**NOTICE IS HEREBY GIVEN** that on Thursday, April 26, 2007, after the hour of 6:30 pm, the Redevelopment Agency of the City of Capitola will hold a public hearing to comply with Section 33490 of the State of California Health and Safety Code to hear testimony of all interested parties for the purpose of reviewing the Implementation Plan and for evaluating the progress of the Redevelopment Project.

**ALL INTERESTED PARTIES** are invited to attend said hearing and participate in a discussion with the Redevelopment Agency Directors on the Implementation Plan. If you are unable to attend the public hearing, you may submit written comments prior to the hearing to Juliana Rebagliati, Community Development Director, City of Capitola Planning Department, 420 Capitola Avenue, Capitola, CA 95010, by email at [jrebagliati@ci.capitola.ca.us](mailto:jrebagliati@ci.capitola.ca.us), or by telephone at (831) 475-7300. In addition, the Implementation Plan may be reviewed at City Hall at the above address during the hours between 8:00 am and 5:00 pm on weekdays, at the Capitola Branch Library, 2005 Wharf Road, Capitola, or on the city's website at [www.ci.capitola.ca.us](http://www.ci.capitola.ca.us).

The City of Capitola promotes fair housing and makes all programs available regardless of age, race, color, religion, sex, national origin, sexual preference, marital status, or handicap.

The City Hall Council Chambers is an accessible facility. If you require special assistance in order to attend and participate in the meetings, including needs addressed by ADA, please notify the City Clerk at 475-7300 at least four (4) days in advance of the meeting.

City of Capitola Redevelopment Agency

DATED: April 5, 2007

  
Pamela Greeninger, Secretary



420 CAPITOLA AVENUE  
CAPITOLA, CALIFORNIA 95010

Santa Cruz Metropolitan Transit  
District  
Attn: Board of Directors  
370 Encinal St., Ste. 100  
Santa Cruz, CA 95060



95060+2173 CO19



2-b.2

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
 CHECK JOURNAL DETAIL BY CHECK NUMBER  
 ALL CHECKS FOR COAST COMMERCIAL BANK

DATE: 03/01/07 THRU 03/31/07

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
21107	03/02/07	491.82	001	SBC		11051	FEB REPEATERS/OPS	405.59	
						11052	FEB REPEATERS/OPS	86.23	
21108	03/02/07	725.00	001016	ALLARD'S SEPTIC SERVICE, INC.		11053	HAZ WASTE DISPOSAL	725.00	
21109	03/02/07	3,556.58	001036	STANDARD INSURANCE COMPANY		11054	MAR LIFE/AD&D INS	3,556.58	
21111	03/02/07	792,383.30	001063	NEW FLYER INDUSTRIES LIMITED		11128	REV VEH 684	684.03	
						11129	NEW BUS PARTS 6654	6,654.34	
						11130	2 NEW CNG BUSES	776,406.70	
						11131	CREDIT MEMO (173)	-173.01	
						11132	REV PARTS 123	123.09	
						11133	REV VEH PARTS 813	812.76	
						11134	REV VEH PARTS 742	742.23	
						11135	PARTS & SUPPLIES 427	426.92	
						11136	TIRES & TUBES 680	680.00	
						11137	REV VEH PARTS 393	392.55	
						11138	REV VEH PARTS 591	591.24	
						11139	REV VEH PARTS 1527	1,526.82	
						11140	REV VEH PARTS 28	27.66	
						11141	REV VEH PARTS 447	447.38	
						11142	REV VEH PARTS 419	418.66	
						11143	REV VEH PARTS 248	247.87	
						11144	REV VEH PARTS 522	521.61	
						11145	REV VEH PARTS 1852	1,852.45	
21112	03/02/07	46,637.50	001080	OCTAGON RISK SERVICES, INC.		11055	DEC-FEB WC ADM FEE	46,637.50	
21113	03/02/07	71.98	001112	BRINKS AWARDS & SIGNS	7	11056	PLATE/PLAQUE/ADM	29.76	
						11146	NAME BADGES-OPS	42.22	
21114	03/02/07	76,777.10	001316	DEVCO OIL		11147	FLT FUEL 2/13-2/26	76,777.10	
21115	03/02/07	326.00	001346	CITY OF SANTA CRUZ		11057	INSPECTION SVCS/MB	326.00	
21116	03/02/07	209.14	001358	MARINA MOTOR COMPANY		11148	RPR/PTS REV VEH	209.14	
21117	03/02/07	358.76	001454	MONTEREY BAY OFFICE PRODUCTS		11058	3/1-5/31 COPIER/ADM	158.84	
						11149	11/15/06-2/14/07 FLT	199.92	
21118	03/02/07	396.75	001492	EVERGREEN OIL INC.		11059	HAZ WASTE DISPOSAL	396.75	
21119	03/02/07	333.56	002034	CARLON'S FIRE EXTINGUISHER		11060	OUT REPAIR/EQUIP	333.56	
21120	03/02/07	2,185.75	002035	BOWMAN & WILLIAMS		11061	CHINA GRADE ROAD	2,185.75	
21121	03/02/07	204.99	002063	COSTCO		11062	OFFICE SUPPLIES/FIN	116.11	
						11063	PHOTO PROCESS/RISK	3.79	
						11064	LOCAL MEETING EXP	13.89	
						11150	PHOTO PROC-OPS	27.35	
						11151	PHOTO PROC-OPS	43.85	
21122	03/02/07	1,194.79	002069	A TOOL SHED, INC.		11065	1/24-1/25 RENTAL	825.79	
						11066	1/2-1/3 RENTAL	369.00	
21123	03/02/07	23.05	002447	SETON IDENTIFICATION PRODUCTS		11067	PLATE/PLAQUE/HRD	23.05	
21124	03/02/07	355.11	002504	TIFCO INDUSTRIES		11152	PARTS & SUPPLIES	355.11	
21125	03/02/07	128.00	002567	DEPARTMENT OF JUSTICE		11068	JAN FINGERPRINTS	128.00	
21126	03/02/07	2,115.87	002624	DIGITAL RECORDERS		11153	REV VEH PARTS	2,115.87	
21127	03/02/07	767.52	002713	SANTA CRUZ AUTO TECH, INC.		11069	OUT REP REV VEH/PT	767.52	
21128	03/02/07	1,456.96	002802	BATTERY SYSTEMS		11154	REV VEH PARTS	1,456.96	
21129	03/02/07	1,885.55	002805	TELEPATH CORPORATION		11155	OUT RPR EQUIP	1,885.55	
21130	03/02/07	1,142.62	002814	CREATIVE BUS SALES, INC.		11070	REV VEH PARTS/PT	1,142.62	
21131	03/02/07	1,761.82	002817	WATSONVILLE BLUEPRINT		11071	MB PLANS/ADM	1,761.82	
21132	03/02/07	29,558.80	002829	VALLEY POWER SYSTEMS, INC.		11156	OUT RPR REV VEH	3,765.58	

5-1.1)

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
 CHECK JOURNAL DETAIL BY CHECK NUMBER  
 ALL CHECKS FOR COAST COMMERCIAL BANK

DATE: 03/01/07 THRU 03/31/07

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
						11157	OUT RPR REV VEH	4,961.93	
						11158	REV VEH PARTS	4,019.14	
						11159	REV VEH PARTS	50.75	
						11160	OUT RPR REV VEH	3,308.98	
						11161	OUT RPR REV VEH	3,308.98	
						11162	OUT RPR REV VEH	3,308.98	
						11163	OUT RPR REV VEH	3,525.48	
						11164	OUT RPR REV VEH	3,308.98	
21133	03/02/07	9,181.25	002851	MISSETT, JAMES R. M.D.		11072	PROF SVCS 6/05-1/07	9,181.25	
21134	03/02/07	436.28	002870	COLE SUPPLY COMPANY, INC.		11073	SEAT COVERS/FAC	436.28	
21135	03/02/07	526.93	002877	CREST TALMADGE SALES INC.		11165	CLEANING SUPPLIES	243.56	
						11166	CLEANING SUPPLIES	283.37	
21136	03/02/07	4,561.20	002883	UNISTORAGE		11074	PALM TX HANDHELD	3,459.11	
						11167	OFFICE SUP/PROJECTOR	722.13	
						11168	OFFICE SUPPLIES	379.96	
21137	03/02/07	498.25	002898	CEB		11075	CA TORT GUIDE 06	498.25	
21138	03/02/07	154.34	002906	CALIFORNIA SITE SERVICES		11076	FENCE RENTAL/MB	154.34	
21139	03/02/07	26,793.09	009	PACIFIC GAS & ELECTRIC					VOIDED
	03/14/07	-26,793.09				11077	1/14-2/13 RESEARCH	0.00	
						11078	12/13-2/8 KINGS VLG	0.00	
						11188	AGREEMENT/MB	0.00	
21140	03/02/07	72.73	013	MCI SERVICE PARTS, INC.		11169	REV VEH PARTS	72.73	
21141	03/02/07	313.31	020	ADT SECURITY SERVICES INC.		11079	MAR ALARMS	313.31	
21142	03/02/07	86.55	061A	REGISTER PAJARONIAN		11170	CLASS ADV-FLT	86.55	
21143	03/02/07	305.52	079	SANTA CRUZ MUNICIPAL UTILITIES		11080	12/6-2/6 RESEARCH	305.52	
21144	03/02/07	74.04	105	SHIELDS, HARPER & CO., INC.		11171	OFFICE SUPPLIES	74.04	
21145	03/02/07	1,088.49	117	GILLIG CORPORATION		11172	REV VEH PARTS	1,088.49	
21146	03/02/07	168.78	122	SCMTD PETTY CASH - OPS		11173	PETTY CASH-OPS	168.78	
21147	03/02/07	51.25	130	CITY OF WATSONVILLE UTILITIES		11081	FINAL CHARGES/SAKATA	41.24	
						11082	1/1-2/1 RODRIGUEZ	10.01	
21148	03/02/07	361.07	147	ZEE MEDICAL SERVICE CO.		11083	SAFETY SUPPLIES	361.07	
21149	03/02/07	370.27	148	ZEP MANUFACTURING COMPANY		11084	CLEANING SUPPLIES	370.27	
21150	03/02/07	1,071.20	157	DELL MARKETING L.P.		11085	OFFICE SUPPLY/EQUIP	301.20	
						11086	ON-SITE SVC/ SERVER	770.00	
21151	03/02/07	553.70	163	COMMUNITY PRINTERS, INC.		11087	PARACRUZ LABOR AGMNT	553.70	
21152	03/02/07	1,494.30	166	HOSE SHOP, THE		11088	REPAIRS/MAINTENANCE	27.86	
						11174	PARTS & SUPP-FLT	268.91	
						11175	REV VEH PTS/SUPP-FLT	1,197.53	
21153	03/02/07	99.84	215	IKON OFFICE SOLUTIONS		11098	COPIER MAINT/ADM	99.84	
21154	03/02/07	779.40	215A	IKON FINANCIAL SERVICES		11176	LEASE 2/28-5/27 OPS	779.40	
21155	03/02/07	977.80	225	MISSION PRINTERS		11089	PRINT BUS PASSES	977.80	
21156	03/02/07	753.79	282	GRAINGER	7	11090	REPAIRS/MAINTENANCE	211.91	
						11177	PARTS & SUPPLIES	541.88	
21157	03/02/07	184.00	367	COMMUNITY TELEVISION OF		11091	TV COVERAGE 1/26	184.00	
21158	03/02/07	570.26	372	FEDERAL EXPRESS		11178	JAN MAIL-FLT	44.24	
						11179	JAN MAIL-ADMIN	526.02	
21159	03/02/07	1,984.53	382	AIRTEC SERVICE		11092	REP/MAINT HVAC UNITS	1,984.53	
21160	03/02/07	60.78	434	VERIZON WIRELESS		11093	WIRELESS PC CARD	60.78	
21161	03/02/07	53.22	434B	VERIZON CALIFORNIA		11180	MT.BIEWLASKI	53.22	
21162	03/02/07	223.53	436	WEST PAYMENT CENTER		11094	JAN ACCESS CHGS	176.98	

5-1.2

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
 CHECK JOURNAL DETAIL BY CHECK NUMBER  
 ALL CHECKS FOR COAST COMMERCIAL BANK

DATE: 03/01/07 THRU 03/31/07

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
						11095	CA CODE 2007	46.55	
21163	03/02/07	150.00	458	AZZIE'S STORAGE	7	11096	MOVE 4 CONTAINERS	150.00	
21164	03/02/07	953.50	481	PIED PIPER EXTERMINATORS, INC.		11099	DEC-FEB PEST CONTROL	953.50	
21165	03/02/07	388,386.73	502	CA PUBLIC EMPLOYEES'		11097	MAR MEDICAL INS	388,386.73	
21166	03/02/07	1,496.09	504	CUMMINS WEST, INC.		11181	REV VEH PARTS	1,496.09	
21167	03/02/07	89.75	510A	HASLER, INC.		11100	3/1-3/31 RENTL/ADM	48.71	
						11101	3/1-3/31 RENTAL/PT	41.04	
21168	03/02/07	614.35	511	LUMINATOR		11182	OUT RPR REV VEH	171.00	
						11183	REV VEH PARTS	71.99	
						11184	REV VEH PARTS	371.36	
21169	03/02/07	1,075.35	733	CLAREMONT BEHAVIORAL SERVICES		11102	MAR EAP PREMIUM	1,075.35	
21170	03/02/07	650.00	764	MERCURY METALS		11103	REPAIR RAMP/PT	650.00	
21171	03/02/07	1,601.50	852	LAW OFFICES OF MARIE F. SANG	7	11104	WORKERS COMP CLAIMS	1,601.50	
21172	03/02/07	289.80	872	YALE-PACIFIC, INC.		11185	OUT RPR EQUIP	289.80	
21173	03/02/07	2,600.01	876	ATCHISON, BARISONE, CONDOTTI &		11105	LEGAL SVC/VERNON	2,600.01	
21174	03/02/07	30.00	880	SEISINT, INC.		11106	PROF/TECH SVC/RISK	30.00	
21175	03/02/07	169.96	887	NEOPOST, INC		11107	OFFICE SUPPLIES/ADM	169.96	
21176	03/02/07	12,809.29	909	CLASSIC GRAPHICS		11108	OUT REPAIR/REV VEH	2,916.77	
						11186	OUT RPR REV VEH	9,892.52	
21177	03/02/07	228.00	915	WORKIN.COM, INC.		11109	2/12-3/11 JOB POST	228.00	
21178	03/02/07	10.83	946	ACME AND SONS		11187	FENCE RENT-DUBOIS	10.83	
21179	03/02/07	1,116,518.40	948	ARNTZ BUILDERS, INC.		11110	CONST SVC MB TO 1/31	1,116,518.40	
21180	03/02/07	124,057.60	948A	WESTAMERICA BANK TRUST DEPT		11111	JAN RETAINAGE	124,057.60	
21181	03/02/07	313.28	959	FIRST ADVANTAGE CORPORATION		11112	8/20-1/31 DRUG TESTS	313.28	
21182	03/02/07	12,420.19	977	SANTA CRUZ TRANSPORTATION, LLC		11113	JAN 07 PT SVCS	12,420.19	
21183	03/02/07	225.00	989	STUCKER, NANCY K.	7	11114	PROF SVCS/BILINGUAL	225.00	
21184	03/02/07	100.00	B003	BEAUTZ, JAN	7	11118	FEB BOARD MTGS	100.00	
21185	03/02/07	100.00	B006	HINKLE, MICHELLE	7	11121	FEB BOARD MTGS	100.00	
21186	03/02/07	100.00	B011	REILLY, EMILY	7	11123	FEB BOARD MTGS	100.00	
21187	03/02/07	100.00	B012	SPENCE, PAT	7	11125	FEB BOARD MTGS	100.00	
21188	03/02/07	100.00	B014	CITY OF WATSONVILLE		11127	FEB BOARD MTGS	100.00	
21189	03/02/07	260.00	B015	ROTKIN, MIKE	7	11116	APTA LEGISLATIVE CNF	160.00	
						11124	FEB BOARD MTGS	100.00	
21190	03/02/07	100.00	B017	STONE, MARK	7	11126	FEB BOARD MTGS	100.00	
21191	03/02/07	300.00	B018	BUSTICHI, DENE	7	11117	APTA LEGISLATIVE CNF	200.00	
						11119	FEB BOARD MTGS	100.00	
21192	03/02/07	100.00	B020	NICOL, KIRBY	7	11122	FEB BOARD MTGS	100.00	
21193	03/02/07	50.00	B021	HAGEN, DONALD N.		11120	FEB BOARD MTGS	50.00	
21194	03/02/07	25.90	E373	DORFMAN, MARK		11115	INTERNET ACCESS	25.90	
21195	03/02/07	48.00	E493	EDWARDS, BEVERLY		11189	DMV FEES	48.00	
21196M03/02/07		23,576.91	009A	PACIFIC GAS & ELECTRIC		11334	AGREEMENT/MB	23,576.91	MANUAL
21197M03/02/07		3,216.18	009	PACIFIC GAS & ELECTRIC		11332	12/13-2/8 KINGS VLG	1,966.77	MANUAL
						11333	1/14-2/13 RESEARCH	1,249.41	
21198	03/16/07	105.83	001042	12/13-2/8 KINGS VLG		11190	1/29 FIRST AID	105.83	
21199	03/16/07	10,791.48	001043	EMPLOYER'S HEALTH SVCS, LLC	7	11191	MARCH VISION INS	10,791.48	
21200	03/16/07	6,755.86	001063	VISION SERVICE PLAN		11281	REV VEH PARTS 248	248.44	
				NEW FLYER INDUSTRIES LIMITED		11282	REV VEH PARTS 1914	1,914.12	
						11283	REV VEH PARTS 132	132.10	

5-1.3

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
 CHECK JOURNAL DETAIL BY CHECK NUMBER  
 ALL CHECKS FOR COAST COMMERCIAL BANK

DATE: 03/01/07 THRU 03/31/07

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
						11284	REV VEH PARTS 71	71.10	
						11285	REV VEH PARTS 711	710.82	
						11286	REV VEH PARTS 575	575.13	
						11287	REV VEH PARTS 2590	2,590.50	
						11288	REV VEH PARTS 500	500.07	
						11289	REV VEH PARTS 14	13.58	
21201	03/16/07	11,464.36	001075	SOQUEL III ASSOCIATES	7	9000913	RESEARCH PARK RENT	11,464.36	
21202	03/16/07	8,204.79	001076	BROUGHTON LAND, LLC		11330	RENT INCREASE 02/03	409.86	
						9000914	110 VERNON ST RENT	7,794.93	
21203	03/16/07	245.00	001093	KROLL LABORATORY SPECIALISTS		11192	JAN/FEB DRUG TESTING	245.00	
21204	03/16/07	1,407.00	001119	MACERICH PARTNERSHIP LP	7	9000915	CAPITOLA MALL RENT	1,407.00	
21205	03/16/07	390.08	001315	WASTE MANAGEMENT		11193	FEB HERMON/KINGS	57.60	
						11194	FEB RESEARCH PARK	170.56	
						11195	FEB KINGS VILLAGE	161.92	
21206	03/16/07	77,691.61	001316	DEVCO OIL		11290	2/28-3/12 FUEL FLT	77,691.61	
21207	03/16/07	1,432.59	001346	CITY OF SANTA CRUZ		11196	STRM FLD/WATER	1,432.59	
21208	03/16/07	204.69	001454	MONTEREY BAY OFFICE PRODUCTS		11197	12/06-2/07 COPIER/AD	204.69	
21209	03/16/07	10,357.54	001648	STEVE'S UNION SERVICE		11199	FEB FUEL/PT	10,357.54	
21210	03/16/07	225.00	001856	BAY COMMUNICATIONS	7	11200	OUT REPAIR PHONES	225.00	
21211	03/16/07	3,908.00	001A	AT&T/MCI		11201	FEB PHONES/IT	1,484.49	
						11202	FEB PHONES/PT	52.07	
						11203	FEB PHONES	1,874.63	
						11204	FEB PHONES/PT	496.81	
21212	03/16/07	35.93	002063	COSTCO		11291	PHOTO PROC-OPS	13.19	
						11292	PHOTO PROC-OPS	22.74	
21213	03/16/07	60.21	002094	RICON CORPORATION		11293	REV VEH PARTS	60.21	
21214	03/16/07	26,500.00	002116	HINSHAW, EDWARD & BARBARA	7	9000916	370 ENCINAL RENT	26,500.00	
21215	03/16/07	17,015.54	002117	IULIANO	7	11294	115 DUBOIS	374.38	
						11295	111 DUBOIS	2,426.52	
						9000917	111 DUBOIS RENT	11,214.64	
						9000918	115 DUBOIS RENT	3,000.00	
21216	03/16/07	589.66	002161	APPLIED INDUSTRIAL TECH		11205	REPAIRS/MAINTENANCE	589.66	
21217	03/16/07	462.42	002189	BUS & EQUIPMENT		11206	REV VEH PARTS/PT	462.42	
21218	03/16/07	2,500.00	002267	SHAW & YODER, INC.		11207	JAN LEGISLATIVE SVC	2,500.00	
21219	03/16/07	1,650.00	002287	CALIFORNIA SERVICE EMPLOYEES		11208	MARCH MEDICAL	1,650.00	
21220	03/16/07	5,000.00	002346	CHANEY, CAROLYN & ASSOC., INC.		11209	MAR LEGISLATIVE SVC	5,000.00	
21221	03/16/07	24.81	002447	SETON IDENTIFICATION PRODUCTS		11210	NAME PLATE/FIN 10	24.81	
21222	03/16/07	120.66	002459	SCOTTS VALLEY WATER DISTRICT		11211	12/7-2/6 KINGS VLG	120.66	
21223	03/16/07	740.28	002504	TIFCO INDUSTRIES		11296	PARTS & SUPPLIES	740.28	
21224	03/16/07	20,003.61	002569	COMERICA BANK		11212	WORK COMP FUND	20,003.61	
21225	03/16/07	3,578.06	002624	DIGITAL RECORDERS		11297	REV VEH PARTS	785.20	
						11298	REV VEH PARTS	2,792.86	
21226	03/16/07	1,644.88	002721	NEXTEL COMMUNICATIONS		11213	2/4-3/3 PHONES/PT	1,644.88	
21227	03/16/07	2,436.66	002805	TELEPATH CORPORATION		11299	MAR MAINT/RPRS	2,436.66	
21228	03/16/07	627.00	002847	STATE OF CA-EDD		11214	PARADISE LEVY	627.00	
21229	03/16/07	150.71	002861	AMERICAN MESSAGING SVCS, LLC		11215	MARCH PAGERS/FAC	118.91	
						11300	MAR PAGER/FLT	31.80	
21230	03/16/07	10.81	002883	UNISTORAGE		11216	OFFICE SUPPLIES/IT	10.81	
21231	03/16/07	3,075.00	002900	FENN, MARILYN		11217	PROF SVC 2/7-2/16	3,075.00	
21232	03/16/07	1,577.99	002905	HELM, INC.		11301	OFFICE SUPPLIES	1,577.99	

S-1.4

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
 CHECK JOURNAL DETAIL BY CHECK NUMBER  
 ALL CHECKS FOR COAST COMMERCIAL BANK

DATE: 03/01/07 THRU 03/31/07

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
21233	03/16/07	207.74	002908	MAP BOOKS 2 U		11218	LOCAL FOLDED MAP/PT	207.74	
21234	03/16/07	150.15	007	UNITED PARCEL SERVICE		11302	FEB FRT OUT/FLT	150.15	
21235	03/16/07	23,858.13	009	PACIFIC GAS & ELECTRIC		11219	2/2-3/5 920 PACIFIC	2,017.79	
						11220	1/31-3/1 115 DUBOIS	36.97	
						11221	1/31-3/1 115 DUBOIS	12.65	
						11222	1/31-3/1 115 DUBOIS	170.63	
						11223	1/30-3/1 1200 RIVER	1,913.30	
						11224	1/31-3/01 ENCINAL	2,954.58	
						11225	1/30-3/1 FLEET	7,157.00	
						11226	1/30-3/01 110 VERNON	187.13	
						11303	FEB CNG/FLT	9,408.08	
21236	03/16/07	281.20	036	KELLY-MOORE PAINT CO., INC.		11227	REPAIRS/MAINTENANCE	281.20	
21237	03/16/07	343.88	039	KINKO'S INC.		11228	12/8 PRINTING/METRO	340.99	
						11229	1/12 PRINTING/RISK	2.89	
21238	03/16/07	3,489.11	041	MISSION UNIFORM		11230	FEB UNIF/LAUNDRY/PT	97.18	
						11231	FEB UNIF/LAUNDRY/FAC	541.78	
						11304	FEB UNIF/LAUNDRY FLT	2,850.15	
21239	03/16/07	2,753.18	043	PALACE ART & OFFICE SUPPLY		11232	OFFICE SUPPLIES	2,753.18	
21240	03/16/07	146.14	050	PITNEY BOWES INC.		11233	4/1-6/30 RENTAL/MTC	146.14	
21241	03/16/07	186.75	061A	REGISTER PAJARONIAN		11305	CLASS ADV-FLT	186.75	
21242	03/16/07	59.81	074	KENVILLE LOCKSMITHS	7	11234	FEB LOCKS/KEYS	59.81	
21243	03/16/07	38.97	075	COAST PAPER & SUPPLY INC.		11235	CLEANING SUPPLIES	38.97	
21244	03/16/07	6,866.88	079	SANTA CRUZ MUNICIPAL UTILITIES		11236	1/31-2/28 PACIFIC	85.41	
						11237	1/31-2/28 PACIFIC	2,396.19	
						11238	1/27-2/27 111 DUBOIS	347.41	
						11239	1/26-2/27 111 DUBOIS	126.74	
						11240	1/27-2/27 ENCINAL	774.46	
						11241	1/27-2/27 1200 RIVER	2,089.61	
						11242	1/27-2/27 1122 RIVER	41.45	
						11243	1/27-2/27 GOLF CLUB	886.79	
						11244	1/27-2/27 ENCINAL	118.82	
21245	03/16/07	1,233.52	085	DIXON & SON TIRE, INC.		11245	FEB OUT RPR/TIRES/PT	1,233.52	
21246	03/16/07	481.40	107A	LUMBERMENS		11246	REPAIRS/MAINTENANCE	146.80	
						11306	CLEANING/PARTS & SUP	334.60	
21247	03/16/07	2,617.84	110	JESSICA GROCERY STORE, INC.		9000919	CUSTODIAL SERVICES	2,617.84	
21248	03/16/07	138.25	117	GILLIG CORPORATION		11307	REV VEH PARTS	138.25	
21249	03/16/07	10.01	130	CITY OF WATSONVILLE UTILITIES		11247	2/1-3/1 RODRIGUEZ	10.01	
21250	03/16/07	979.20	135	SANTA CRUZ AUTO PARTS, INC.		11248	REV VEH PARTS/SUPPLY	572.88	
						11308	REV VEH PTS/SUPP	406.32	
21251	03/16/07	75.34	147	ZEE MEDICAL SERVICE CO.		11249	SAFETY SUPPLIES	75.34	
21252	03/16/07	2,920.38	148	ZEP MANUFACTURING COMPANY		11309	CLEANING SUPPLIES	1,484.50	
						11310	REV VEH PARTS	1,435.88	
21253	03/16/07	2,231.73	167	KEYSTON BROTHERS		11311	OTH MOBILE SUPP	2,231.73	
21254	03/16/07	5,508.50	221	VEHICLE MAINTENANCE PROGRAM		11312	REV VEH PARTS 1620	1,620.70	
						11313	REV VEH PARTS 3888	3,887.80	
21255	03/16/07	1,049.69	260	SANTA CRUZ GLASS CO., INC.		11250	OUT RPR/BUILDINGS	1,049.69	
21256	03/16/07	4,251.52	282	GRAINGER		11314	PARTS & SUPPLIES	64.43	
						11315	PARTS/SAFETY SUPP	4,187.09	
21257	03/16/07	196.77	294	ANDY'S AUTO SUPPLY		11316	REV VEH PTS/SUPP	196.77	
21258	03/16/07	3,009.71	382	AIRTEC SERVICE		11251	REPAIRS/MAINTENANCE	1,001.71	

5-1.5

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
 CHECK JOURNAL DETAIL BY CHECK NUMBER  
 ALL CHECKS FOR COAST COMMERCIAL BANK

DATE: 03/01/07 THRU 03/31/07

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
21259	03/16/07	124.87	395	APPLIED GRAPHICS, INC.	11252	HVAC REPAIRS/FAC	2,008.00	
21260	03/16/07	1,041.60	432	EXPRESS PERSONNEL SERVICES	11317	FUEL CARDS/FLT	124.87	
					11318	TEMP W/E 2/18/07-FLT	520.80	
					11319	TEMP W/E 2/11-FLT	520.80	
21261	03/16/07	3,685.37	480	DIESEL MARINE ELECTRIC, INC.	11320	REV VEH PARTS	1,201.03	
					11321	REV VEH PARTS	2,484.34	
21262	03/16/07	39.97	494	PC MAGAZINE	11253	MAG SUBSCRIPTION	39.97	
21263	03/16/07	405.94	504	CUMMINS WEST, INC.	11322	OUT RPR REV VEH	405.94	
21264	03/16/07	89.75	510A	HASLER, INC.	11254	4/1-4/30 RENTAL/ADM	48.71	
					11255	4/1-4/30 RENTAL/PT	41.04	
21265	03/16/07	337.58	511	LUMINATOR	11323	OUT RPR REV VEH	337.58	
21266	03/16/07	270.00	615	CALPELRA	11256	2007 MEMBERSHIP DUES	270.00	
21267	03/16/07	2,192.04	647	GFI GENFARE	11324	REV VEH PARTS	2,192.04	
21268	03/16/07	70.00	682	WEISS, AMY L.	7 11257	FEB INTERPRETER	70.00	
21269	03/16/07	600.00	728	TRITON CONSTRUCTION	11258	TEST/CERT/ TANK SYS.	600.00	
21270	03/16/07	650.00	764	MERCURY METALS	11259	OUT RPR REV VEH/PT	650.00	
21271	03/16/07	37,548.25	800	DELTA DENTAL PLAN	11260	MARCH DENTAL	37,548.25	
21272	03/16/07	35.59	848	SANTA CRUZ ELECTRONICS, INC.	11261	COMPUTER SUPPLIES/IT	35.59	
21273	03/16/07	19,808.48	851	I.M.P.A.C. GOVERNMENT SERVICES	11262	4055019201230222	19,808.48	
21274	03/16/07	224.00	852	LAW OFFICES OF MARIE F. SANG	7 11263	WORKERS COMP CLAIMS	224.00	
21275	03/16/07	2,420.00	878	KELLY SERVICES, INC.	11264	TEMP/FIN W/E 2/18	1,472.00	
					11265	TEMP/FIN W/E 2/11	948.00	
21276	03/16/07	30.00	880	SEISINT, INC.	11266	PROF TECH SVC/RISK	30.00	
21277	03/16/07	519.60	882	PRINT SHOP SANTA CRUZ	11267	PRINTING/HRD	86.60	
					11268	PRINTING/FINANCE	86.60	
					11325	PRINTING-OPS	346.40	
21278	03/16/07	525.00	916	DOCTORS ON DUTY	11269	1/22-2/21 DRUG TESTS	525.00	
21279	03/16/07	16,036.86	941	ASSURANT EMPLOYEE BENEFITS	11270	MAR LTD INS	16,036.86	
21280	03/16/07	225.00	957	SECURITY SHORING & STEEL PLT	11271	STEEL PLATE RENTAL	225.00	
21281	03/16/07	2,000.00	964	GARY IFLAND & ASSOCIATES	11198	CALCULATIONS/MB	2,000.00	
21282	03/16/07	100.00	B016	SKILLICORN, DALE	7 11280	MARCH BOARD MTGS	100.00	
21283	03/16/07	50.00	B021	HAGEN, DONALD N.	11279	FEB BOARD MTG	50.00	
21284	03/16/07	120.00	E002	STICKEL, TOM	11272	SOCAL L/CNG FAC TOUR	120.00	
21285	03/16/07	120.00	E088	O'DONNELL, SHAWN	11273	SOCAL L/CNG FAC TOUR	120.00	
21286	03/16/07	25.03	E120	RUIZ, SERAFIN	11274	SETTLEMENT/RISK	25.03	
21287	03/16/07	120.00	E173	RHODES, BRUCE	11275	SOCAL L/CNG FAC TOUR	120.00	
21288	03/16/07	120.00	E276	BAIOCCHI, JIM				VOIDED
	03/28/07	-120.00			11276	SOCAL L/CNG FAC TOUR	0.00	
21289	03/16/07	43.88	E373	DORFMAN, MARK	11277	TRAVEL/PARKING EXP	43.88	
21290	03/16/07	48.00	E423	MILLER, MICHAEL	11327	DMV FEES	48.00	
21291	03/16/07	44.00	E479	LEWIS, PETER	11326	DMV FEES	44.00	
21292	03/16/07	120.00	E483	VALDEZ, DAVID	11278	SOCAL L/CNG FAC TOUR	120.00	
21293	03/16/07	309.51	M003	WYANT, JUDI	Y 9000920	MED PYMT SUPP	309.51	
21294	03/16/07	315.76	M005	ROSS, EMERY	7 9000921	MED PYMT SUPP	315.76	
21295	03/16/07	363.97	M007	BLAIR-ALWARD, GREGORY	7 9000922	MED PYMT SUPP	363.97	
21296	03/16/07	363.97	M010	SHORT, SLOAN	7 9000923	MED PYMT SUPP	363.97	
21297	03/16/07	241.33	M016	HICKLIN, DONALD KENT	7 9000924	MED PYMT SUPP	241.33	
21298	03/16/07	122.64	M022	CAPELLA, KATHLEEN	7 9000925	MED PYMT SUPP	122.64	
21299	03/16/07	48.42	M033	BAILEY, NEIL	7 9000926	MED PYMT SUPP	48.42	
21300	03/16/07	24.22	M036	CERVANTES, GLORIA	7 9000927	MED PYMT SUPP	24.22	

5-1-6

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
 CHECK JOURNAL DETAIL BY CHECK NUMBER  
 ALL CHECKS FOR COAST COMMERCIAL BANK

DATE: 03/01/07 THRU 03/31/07

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
21301	03/16/07	24.22	M039	DAVILA, ANA MARIA	7	9000928	MED PYMT SUPP	24.22	
21302	03/16/07	24.22	M040	GARBEZ, LINDA	7	9000929	MED PYMT SUPP	24.22	
21303	03/16/07	48.42	M041	GOUVEIA, ROBERT	7	9000930	MED PYMT SUPP	48.42	
21304	03/16/07	24.22	M050	O'MARA, KATHLEEN	7	9000931	MED PYMT SUPP	24.22	
21305	03/16/07	48.42	M054	SLOAN, FRANCIS	7	9000932	MED PYMT SUPP	48.42	
21306	03/16/07	346.62	M057	PARHAM, WALLACE	7	9000933	MED PYMT SUPP	346.62	
21307	03/16/07	346.62	M058	POTEETE, BEVERLY	7	9000934	MED PYMT SUPP	346.62	
21308	03/16/07	377.09	M061	KAMEDA, TERRY	7	9000935	MED PYMT SUPP	377.09	
21309	03/16/07	308.52	M064	PETERS, TERRIE	7	9000936	MED PYMT SUPP	308.52	
21310	03/16/07	50.32	M068	BASS, BETTY	7	9000937	MED PYMT SUPP	50.32	
21311	03/16/07	61.33	M069	JACOBS, KENNETH	7	9000938	MED PYMT SUPP	61.33	
21312	03/16/07	61.33	M070	PICARELLA, FRANCIS	7	9000939	MED PYMT SUPP	61.33	
21313	03/16/07	177.12	M072	BRIDINGER, CHRIS	7	9000940	MED PYMT SUPP	177.12	
21314	03/16/07	29.76	M073	CENTER, DOUG	7	11328	MED PYMT SUPP	29.76	
21315	03/16/07	154.94	M074	GABRIELE, BERNARD	7	9000941	MED PYMT SUPP	154.94	
21316	03/16/07	72.86	M075	HOWARD, CAROL	7	9000942	MED SUPP PYMT	72.86	
21317	03/16/07	177.12	M076	VONWAL, YVETTE	7	9000943	MED PYMT SUPP	177.12	
21318	03/16/07	48.42	M079	BROGDON, ROY	7	9000944	MED PYMT SUPP	48.42	
21319	03/16/07	22.90	M081	HALL, JAMES	7	11329	MED PYMT SUPP	22.90	
21320	03/16/07	24.25	M082	HINDIN, LENORE	7	9000945	MED PYMT SUPP	24.25	
21321	03/16/07	48.42	M085	ROSSI, DENISE	7	9000946	MED PYMT SUPP	48.42	
21322	03/16/07	24.22	M086	TOLINE, DONALD	7	9000947	MED PYMT SUPP	24.22	
21323	03/16/07	24.22	M088	YAGI, RANDY	7	9000948	MED PYMT SUPP	24.22	
21324	03/16/07	32.30	M090	CLARKE, PATRICIA	7	9000949	MED PYMT SUPP	32.30	
21325	03/16/07	61.33	M092	CRAWFORD, TERRI	7	9000950	MED PYMT SUPP	61.33	
21326	03/16/07	61.33	M095	DIXON, GEORGE	7	9000951	MED PYMT SUPP	61.33	
21327	03/16/07	61.33	M096	DRAKE, JUDITH	7	9000952	MED PYMT SUPP	61.33	
21328	03/16/07	61.33	M098	FAUCI, SUSAN	7	9000953	MED PYMT SUPP	61.33	
21329	03/16/07	61.33	M099	FIKE, LOUIS	7	9000954	MED PYMT SUPP	61.33	
21330	03/16/07	48.42	M100	GARCIA, SANTIAGO	7	9000955	MED PYMT SUPP	48.42	
21331	03/16/07	61.33	M101	GOES, ALAN	7	9000956	MED PYMT SUPP	61.33	
21332	03/16/07	32.30	M103	JEMISON, MAURICE	7	9000957	MED PYMT SUPP	32.30	
21333	03/16/07	61.33	M104	JUSSEL, PETE	7	9000958	MED PYMT SUPP	61.33	
21334	03/16/07	32.30	M105	KOHAMA, MARY	7	9000959	MED PYMT SUPP	32.30	
21335	03/16/07	32.30	M106	LYALL, JOHN	7	9000960	MED PYMT SUPP	32.30	
21336	03/16/07	61.33	M108	MILLER, FOREST	7	9000961	MED PYMT SUPP	61.33	
21337	03/16/07	62.96	M109	PEREZ, CHERYL	7	9000962	MED PYMT SUPP	62.96	
21338	03/16/07	32.30	M111	SANCHEZ, FELIX	7	9000963	MED PYMT SUPP	32.30	
21339	03/16/07	61.33	M112	SILVA, EDUARDO	7	9000964	MED PYMT SUPP	61.33	
21340	03/16/07	72.86	M115	WILLIAMS, CHRIS	7	9000965	MED PYMT SUPP	72.86	
21341	03/16/07	72.86	M116	CRAMBLETT, LAWRENCE	7	9000966	MED PYMT SUPP	72.86	
21342	03/16/07	61.33	M117	POLANCO, ANDRES	7	9000967	MED PYMT SUPP	61.33	
21343	03/16/07	460.68	R480	FOSSUM, CONSTANCE	7	11404	SETTLEMENT/RISK	460.68	MANUAL
21344	03/30/07	491.82	001	SETTLEMENT/RISK					
				SBC		11335	MARCH REPEATERS/OPS	405.59	
						11336	MARCH REPEATERS/OPS	86.23	
21345	03/30/07	2,618.67	001048	CRUZ CAR WASH		11337	VEH WASH SVS/PT	2,618.67	
21346	03/30/07	7,046.61	001063	NEW FLYER INDUSTRIES LIMITED		11408	REV VEH PTS/SUP 3768	3,767.98	
						11409	REV VEH PTS/SUPP 26	25.40	
						11410	REV VEH PARTS 395	395.15	

5-1.7

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
 CHECK JOURNAL DETAIL BY CHECK NUMBER  
 ALL CHECKS FOR COAST COMMERCIAL BANK

DATE: 03/01/07 THRU 03/31/07

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
						11411	REV VEH PARTS 258	257.77	
						11412	REV VEH PARTS 487	487.00	
						11413	REV VEH PARTS 307	306.50	
						11414	REV VEH PARTS 62	61.88	
						11415	REV VEH PARTS 1365	1,365.52	
						11416	NEW BUS PARTS 164	164.21	
						11417	REV VEH PARTS 215	215.20	
21347	03/30/07	417.71	001263	ABBOTT STREET RADIATOR, INC.		11418	OUT RPR REV VEH	417.71	
21348	03/30/07	74,286.19	001316	DEVCO OIL		11419	FLT FUEL 3/13-3/26	74,286.19	
21349	03/30/07	1,373.75	001492	EVERGREEN OIL INC.		11338	HAZ WASTE DISPOSAL	538.75	
						11339	HAZ WASTE DISPOSAL	835.00	
21350	03/30/07	396.00	001523	SANTA CRUZ MEDICAL CLINIC	7	11340	MEDICAL EXAMS/PT	66.00	
						11420	MED EXAMS-OPS	132.00	
						11421	MED EXAMS-FLT	198.00	
21351	03/30/07	1,735.23	001627	NEW PIG CORPORATION		11341	DRAIN INSERTS 1,640	1,735.23	
21352	03/30/07	1,199.64	001800	THERMO KING OF SALINAS, INC		11422	REV VEH PARTS	1,199.64	
21353	03/30/07	19,268.00	001976	SPORTWORKS NORTHWEST, INC.		11423	CREDIT MEMO (112)	-112.00	
						11424	20 BIKE RACKS 19380	19,380.00	
21354	03/30/07	187.32	002034	CARLON'S FIRE EXTINGUISHER		11342	OUT REPAIR/EQUIP	187.32	
21355	03/30/07	236.47	002063	COSTCO		11343	LOCAL MEETING EXP	51.40	
						11425	PHOTO PROC-OPS	21.91	
						11426	OFFICE SUPPLIES-OPS	114.03	
						11427	PHOTO PROC-OPS	49.13	
21356	03/30/07	672.00	002109	CITY OF SANTA CRUZ/PARKING		11344	PARKING PERMITS/MC	672.00	
21357	03/30/07	64.00	002567	DEPARTMENT OF JUSTICE		11345	FEB FINGERPRINTS	64.00	
21358	03/30/07	23.72	002689	B & B SMALL ENGINE		11346	REPAIRS/MAINTENANCE	23.72	
21359	03/30/07	3,339.43	002713	SANTA CRUZ AUTO TECH, INC.		11347	OUT RPR REV VEH/PT	2,372.79	
						11430	OUT RPR OTH VEH	966.64	
21360	03/30/07	2,671.09	002802	BATTERY SYSTEMS		11428	REV VEH PARTS	1,214.13	
						11429	REV VEH PARTS	1,456.96	
21361	03/30/07	1,623.84	002805	TELEPATH CORPORATION		11348	OUT RPR EQUIP	394.64	
						11431	MAINT/RPR EQUIP	1,229.20	
21362	03/30/07	1,463.28	002814	CREATIVE BUS SALES, INC.		11349	REV VEH PARTS/PT	1,463.28	
21363	03/30/07	3,072.39	002829	VALLEY POWER SYSTEMS, INC.		11432	REV VEH PARTS	1,716.72	
						11433	REV VEH PTS/RPR	1,355.67	
21364	03/30/07	65.00	002847	STATE OF CA-EDD		11350	PARADISE LEVY	65.00	
21365	03/30/07	835,593.30	002887	WEST BAY BUILDERS, INC.		11351	CONST SVC MB TO 2/28	835,593.30	
21366	03/30/07	135.00	002896	ROGER'S REFRIGERATION, INC.		11405	DIAGNOSTIC	135.00	
21367	03/30/07	88.75	002897	ERVIN, EUGENE		11434	BUS ANNOUNCE AUDIT	88.75	
21368	03/30/07	41.19	004	NORTH BAY FORD LINC-MERCURY		11435	REV VEH PARTS	41.19	
21369	03/30/07	3,106.80	009	PACIFIC GAS & ELECTRIC		11352	2/14-3/15 RESEARCH	1,026.52	
						11353	1/12-3/10 KINGS VLG	2,080.28	
21370	03/30/07	280.00	014	CABRILLO COLLEGE		11354	FINGERPRINTING	280.00	
21371	03/30/07	317.72	020	ADT SECURITY SERVICES INC.		11355	APR ALARMS	317.72	
21372	03/30/07	58.46	034	BLUEPRINT EXPRESS	7	11356	BLUEPRINTS FOR MB	58.46	
21373	03/30/07	895.96	039	KINKO'S INC.		11357	FEB PRINTING/HEADWAY	895.04	
						11358	2/27 PRINTING/RISK	0.92	
21374	03/30/07	1,500.00	050	PITNEY BOWES INC.		11359	PREPAID POSTAGE/MC	1,500.00	
21375	03/30/07	151.00	067	ROTO-ROOTER		11360	OUT RPR-BLD/GROUNDS	151.00	
21376	03/30/07	327.40	075	COAST PAPER & SUPPLY INC.		11361	CLEANING SUPPLIES	99.81	

5-1.8

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
CHECK JOURNAL DETAIL BY CHECK NUMBER  
ALL CHECKS FOR COAST COMMERCIAL BANK

DATE: 03/01/07 THRU 03/31/07

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
						11436	PARTS & SUPPLIES	57.16	
						11437	CLEANING SUPPLIES	170.43	
21377	03/30/07	21,696.62	085	DIXON & SON TIRE, INC.		11438	FEB TIRES/TUBES FLT	21,696.62	
21378	03/30/07	1,801.64	117	GILLIG CORPORATION		11439	REV VEH PARTS	162.92	
						11440	REV VEH PARTS	738.87	
						11441	REV VEH PARTS	351.81	
						11442	REV VEH PARTS	548.04	
21379	03/30/07	1,880.55	130	CITY OF WATSONVILLE UTILITIES		11362	1/4-3/2 RODRIGUEZ	31.56	
						11363	CONTAINER/RODRIGUEZ	1,358.24	
						11364	1/4-3/2 RODRIGUEZ	427.20	
						11365	1/4-3/2 RODRIGUEZ	63.55	
21380	03/30/07	307.80	149	SANTA CRUZ SENTINEL		11443	CLASS ADV-FLT	307.80	
21381	03/30/07	3,572.25	156	PRINT GALLERY, THE		11366	PRINT ROUTE STICKERS	3,572.25	
21382	03/30/07	122.55	166	HOSE SHOP, THE		11367	REPAIRS/MAINTENANCE	80.98	
						11444	PARTS/RPR-FLT	41.57	
21383	03/30/07	76.25	172	CENTRAL WELDER'S SUPPLY, INC.		11445	PARTS & SUPPLIES	76.25	
21384	03/30/07	58.46	186	WILSON, GEORGE H., INC.		11368	REPAIRS/MAINTENANCE	58.46	
21385	03/30/07	544.42	215	IKON OFFICE SOLUTIONS		11446	COPIER MAINT-OPS	544.42	
21386	03/30/07	135.57	220	JONES COMPANY, THE ED		11447	UNIF BADGES-OPS	135.57	
21387	03/30/07	285.94	282	GRAINGER		11369	REPAIRS/MAINTENANCE	195.53	
						11370	REPAIRS/MAINTENANCE	90.41	
21388	03/30/07	387.00	291	STANLEY ACCESS TECHNOLOGIES		11371	DOOR SVC/WTC	387.00	
21389	03/30/07	34.40	298	ERGOMETRICS		11372	SCORING SVCS	34.40	
21390	03/30/07	184.00	367	COMMUNITY TELEVISION OF		11373	TV COVERAGE 2/23 MTG	184.00	
21391	03/30/07	407.00	372	FEDERAL EXPRESS		11448	FEB/MAR MAIL-ADMIN	303.14	
						11449	FEB MAIL-METRO	16.02	
						11450	FEB MAIL-HRD	25.97	
						11451	FEB MAIL-FLT	61.87	
21392	03/30/07	579.03	395	APPLIED GRAPHICS, INC.		11452	PRINTING-FLT	579.03	
21393	03/30/07	1,540.70	432	EXPRESS PERSONNEL SERVICES		11453	TEMP W/E 2/28 & 3/2	1,540.70	
21394	03/30/07	53.22	434B	VERIZON CALIFORNIA		11454	MT. BIEWLASKI	53.22	
21395	03/30/07	165.64	436	WEST PAYMENT CENTER		11374	FEB ACCESS CHGS	165.64	
21396	03/30/07	330.00	447	FERRIS HOIST & REPAIR, INC.		11455	PARTS & SUPPLIES	330.00	
21397	03/30/07	387,963.74	502	CA PUBLIC EMPLOYEES'		11375	APR MEDICAL INS	387,963.74	
21398	03/30/07	40.94	570	SCMTD PETTY CASH - CUST SVC		11406	PETTY CASH/CUST SVC	40.94	
21399	03/30/07	1,348.08	647	GFI GENFARE		11456	REV VEH PARTS	1,348.08	
21400	03/30/07	7,211.66	664	BAY COUNTIES PITCOCK PETROLEUM		11457	FUEL/LUB FLT	7,211.66	
21401	03/30/07	1,072.00	733	CLAREMONT BEHAVIORAL SERVICES		11376	APR EAP PREMIUM	1,072.00	
21402	03/30/07	565.00	745	COUNTY OF SANTA CRUZ		11377	HEALTH PERMITS	565.00	
21403	03/30/07	395.12	788	SCMTD PETTY CASH - FINANCE		11378	PETTYCASH/FINANCE	395.12	
21404	03/30/07	235.00	819	MONEY SYSTEMS TECHNOLOGY, INC.		11458	REV VEH PARTS 195	235.00	
21405	03/30/07	5,250.00	833	CITRIX SYSTEMS INC.		11379	SERVER MAINTENANCE	5,250.00	
21406	03/30/07	37.74	848	SANTA CRUZ ELECTRONICS, INC.		11459	PARTS & SUPPLIES	37.74	
21407	03/30/07	272.00	852	LAW OFFICES OF MARIE F. SANG	7	11380	WORKERS COMP CLAIMS	272.00	
21408	03/30/07	3,672.11	876	ATCHISON, BARISONE, CONDOTTI &		11381	PROP ACQUIS/MB/FRONT	3,672.11	
21409	03/30/07	1,397.10	878	KELLY SERVICES, INC.		11382	TEMP/FIN W/E 2/25	29.10	
						11383	TEMP/FIN W/E 2/25	1,368.00	
21410	03/30/07	32.50	886	ALL PURE WATER		11460	OFFICE SUPPLIES	32.50	
21411	03/30/07	37,468.14	904	RNL DESIGN		11384	PROF SVCS TO 1/31 MB	37,468.14	
21412	03/30/07	1,250.35	909	CLASSIC GRAPHICS		11461	OUT RPR REV VEH	1,250.35	

5-1.9

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
 CHECK JOURNAL DETAIL BY CHECK NUMBER  
 ALL CHECKS FOR COAST COMMERCIAL BANK

DATE: 03/01/07 THRU 03/31/07

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
21413	03/30/07	8,024.57	912	FOLGER GRAPHICS		11388	PRINTING/HEADWAYS	8,024.57	
21414	03/30/07	10.83	946	ACME AND SONS		11462	FENCE RENT-DUBOIS	10.83	
21415	03/30/07	614,831.61	948	ARNTZ BUILDERS, INC.		11389	CONST SVC MB TO 2/28	614,831.61	
21416	03/30/07	68,314.62	948A	WESTAMERICA BANK TRUST DEPT		11390	FEB RETAINAGE/MB	68,314.62	
21417	03/30/07	95.00	967	UC BERKELY		11385	ADA TRANS/FAC COURSE	95.00	
21418	03/30/07	96.14	968	FEDEX FREIGHT		11391	REPAIRS/MAINTENANCE	96.14	
21419	03/30/07	770.08	969	POINTE SOUTH MOUNTAIN RESORT		11386	TRAPEZE 07 USER CONF	770.08	
21420	03/30/07	92,843.70	970	THE MECHANICS BANK		11403	FEB RETAINAGE/MB	92,843.70	
21421	03/30/07	1,604.69	980	MCMASTER-CARR SUPPLY CO		11387	REPAIRS/MAINTENANCE	1,604.69	
21422	03/30/07	100.00	B003	BEAUTZ, JAN	7	11394	MARCH BOARD MTG	100.00	
21423	03/30/07	100.00	B011	REILLY, EMILY	7	11398	MARCH BOARD MTG	100.00	
21424	03/30/07	100.00	B012	SPENCE, PAT	7	11400	MARCH BOARD MTG	100.00	
21425	03/30/07	100.00	B014	CITY OF WATSONVILLE		11402	MARCH BOARD MTG	100.00	
21426	03/30/07	100.00	B015	ROTKIN, MIKE	7	11399	MARCH BOARD MTG	100.00	
21427	03/30/07	50.00	B017	STONE, MARK	7	11401	MARCH BOARD MTG	50.00	
21428	03/30/07	100.00	B018	BUSTICHI, DENE	7	11395	MARCH BOARD MTG	100.00	
21429	03/30/07	100.00	B020	NICOL, KIRBY	7	11397	MARCH BOARD MTG	100.00	
21430	03/30/07	100.00	B021	HAGEN, DONALD N.		11396	MARCH BOARD MTG	100.00	
21431	03/30/07	200.00	E526	WARNOCK, APRIL		11392	TRAVEL ADVANCE	200.00	
21432	03/30/07	54.00	T142	NOBLE, MYRTLE		11393	18 PREPAID TICKETS	54.00	
TOTAL		5,299,341.68		COAST COMMERCIAL BANK			TOTAL CHECKS	325	5,299,341.68

5-1.10

# GOVERNMENT TORT CLAIM

## RECOMMENDED ACTION

TO: Board of Directors

FROM: District Counsel

RE: Claim of: Jonas, Ben S.  
Date of Incident: 02/20/07

Received: 03/27/07 Claim #: 07-0011  
Occurrence Report No.: MISC 07-03

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

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

By Margaret Gallagher  
Margaret Gallagher  
DISTRICT COUNSEL

Date: 3-28-07

---

I, Cindi Thomas, do hereby attest that the above Claim was duly presented to and the recommendations were approved by the Santa Cruz Metropolitan Transit District's Board of Directors at the meeting of April 27, 2007.

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

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

MG/lg  
Attachment(s)

CLAIM AGAINST THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

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

Claim # 07-0011

TO: BOARD OF DIRECTORS, Santa Cruz Metropolitan Transit District

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

1. Claimant's Name: Ben S. Jonas
Claimant's Address/Post Office Box:

2. Claimant's Phone Number:
Address to which notices are to be sent:

3. Occurrence: The final Hwy 17 bus at 10:30 on Tuesday 2/20 never showed. inbound to Santa Cruz I was forced to pay \$80.00 for a cab.
Date: 2/20/07 Time: 10:30 Place: SSSU
Circumstances of occurrence or transaction giving rise to claim: 10:30 inbound Hwy 17 bus never showed.

4. General description of indebtedness, obligation, injury, damage, or loss incurred so far as is known: \$80.00 for cab ride. I would like a Hwy 17 bus pass for the month of April. The receipt is enclosed. from the cab ride.

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

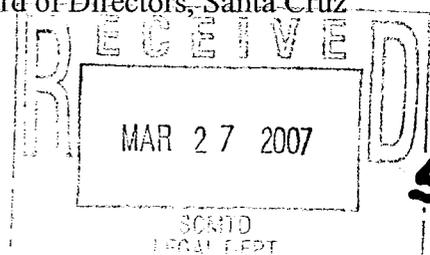
6. Amount claimed now \$80.00
Estimated amount of future loss, if known \$
TOTAL \$86.00

7. Basis of above computations: cab ride cost

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

3/25/07 DATE

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



5-2.2

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** April 27, 2007  
**TO:** Board of Directors  
**FROM:** Frank L. Cheng, Project Manager  
**SUBJECT:** CONSIDERATION OF METROBASE STATUS REPORT

## I. RECOMMENDED ACTION

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

## II. SUMMARY OF ISSUES

- Service Building work
  - Arntz Builders continuing with storm drain connection, bus wash system, and internal items to the building.
  - PG&E and AT&T is corresponding their work with Arntz Builders.
- Maintenance Building
  - West Bay Builders continuing site work on 120 Golf Club Drive property

## III. DISCUSSION

Service & Fueling Building work is continuing on 1122 River Street. Granite Construction, a subcontractor to Arntz Builders, is completing storm drain connection for work the site. Arntz Builders is working on bus wash system and internal item installation for the Service & Fueling Building. PG&E and AT&T is corresponding their work with Arntz Builders. PG&E will be connecting the gas and electrical connections to site. AT&T is connecting phone service to site.

West Bay Builders is continuing site work on 120 Golf Club Drive property. West Bay Builders have been digging into the foundation to set up the foundation for the inspection pits for the two drive-through bays in the Maintenance Building. Rebar was installed and concrete poured for the pit area. Surrounding foundation and site work is continuing.

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

New updates on the MetroBase Project:

- Arntz Builders is completing storm drain connection.
- PG&E and AT&T is corresponding their work with Arntz Builders.
- West Bay Builders continuing site work on 120 Golf Club Drive property.

5-3.1

Previous information regarding the MetroBase Project:

A. Service & Fueling Building (IFB 05-12)

- On January 26, 2007, Board of Directors went on a tour of the MetroBase Project.
- Received Caltrans Encroachment Permit. Work continuing.
- Department of Fish&Game approved work on outfall construction completed.
- Concrete work for floor foundation area complete.
- Concrete work for LNG pad and containment area completed.
- Concrete Driven Piles completed end of May 2006.
- Arntz Builders trailer and containers installed adjacent to 1122 River Street
- Public Outreach Newsletter sent to areas possibly affected by construction.
- Notice to Proceed issue effective January 9, 2006 with 365 calendar day construction period.
- Weekly Construction Meetings

B. Maintenance Building (IFB 06-01)

- On November 20, 2006, METRO received signed copies of IFB 06-01 from West Bay Builders including agreement to Labor Harmony provisions included in award letter.
- IFB 06-01 Maintenance Building awarded to West Bay Builders for \$15,195,000 contingent upon Labor Harmony provision in award letter.
- Invitation For Bid 06-01 available at Watsonville BluePrint. Pre-Bid Conference scheduled for September 6, 2006 at 110 Vernon Street, Suite B, Santa Cruz, CA. IFB 06-01 Bid due on October 17, 2006 at 2:00 pm.
- Construction schedule set to 32 months
- RNL contract modified for added Maintenance Building scope
- Harris & Associates contract modified for added Maintenance Building scope.
- Weekly Construction Meetings.

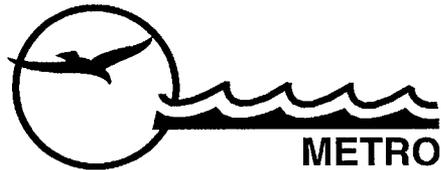
#### IV. FINANCIAL CONSIDERATIONS

Funds for the construction of the Service & Fueling, and Maintenance Building Components of the MetroBase Project are available within the funds the METRO has secured for the Project.

#### V. ATTACHMENTS

Attachment A: None

5-3.2



**Agenda**  
**METRO Advisory Committee**

6:00 pm  
April 18, 2007  
920 Pacific Avenue  
Santa Cruz, California

1. Roll Call
2. Agenda Additions/Deletions
3. Oral/Written Communication
4. Consideration of Minutes of January 17, February 21 (Cancelled), and March 21 (Cancelled), 2007
5. Ridership Report for December 2006, January 2007, and February 2007
6. ParaCruz Operations Status Report for October, November and December 2006
7. Discussion of MAC Attendance
8. Consideration of MAC Member Absence Notification Procedure
9. Discussion of Public Promotion of MAC
10. Discussion of MAC Representation with SCCRTC / E&D TAC
11. Consideration of Proposed Modifications of METRO ParaCruz Service Eligibility Appeals Process Regulation
12. Communications to METRO General Manager
13. Communications to METRO Board of Directors
14. Items for Next Meeting Agenda
15. Adjournment

Next Meeting: Wednesday, May 16, 2007 @ 6:00 pm  
Santa Cruz Metro Conference Room

5-4.1

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** April 27, 2007  
**TO:** Board of Directors  
**FROM:** Steve Paulson, Paratransit Administrator  
**SUBJECT:** METRO PARACRUZ OPERATIONS STATUS REPORT

## I. RECOMMENDED ACTION

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

## II. SUMMARY OF ISSUES

- METRO ParaCruz is the federally mandated ADA complementary paratransit program of the Transit District, providing shared ride, door-to-door demand-response transportation to customers certified as having disabilities that prevent them from independently using the fixed route bus.
- METRO assumed direct operation of paratransit services November 1, 2004.
- Operating Statistics and customer feedback information reported are for the month of January 2007.
- On time performance and operating efficiency continue to be impacted by widespread roadwork.
- A request has been made for a breakdown of pick-ups beyond the ready window.

## III. DISCUSSION

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

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

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

5-5.1

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

	<b>January 2006</b>	<b>January 2007</b>
Total pick ups	6405	6802
<b>Percent in “ready window”</b>	<b>94.06%</b>	<b>91.87%</b>
1 to 5 minutes late	2.03%	2.97%
6 to 10 minutes late	1.56%	1.93%
11 to 15 minutes late	1.06%	1.37%
16 to 20 minutes late	0.61%	0.82%
21 to 25 minutes late	0.33%	0.38%
26 to 30 minutes late	0.19%	0.29%
31 to 35 minutes late	0.20%	0.19%
36 to 40 minutes late	0.05%	0.18%
41 or more minutes late (excessively late/missed trips)	0.05%	0.04%
<b>Total beyond “ready window”</b>	<b>5.93%</b>	<b>8.13%</b>

During the month of January, five (5) service complaints, two (2) policy complaints and three (3) compliments were received. Three (3) of the complaints were found to be “not valid”. One (1) of the valid service complaints was related to a late pick-up, one (1) related to driver attitude, and one (1) related to the vehicle sent by the contractor. One of the complaints concerning policy was related to a customer booking a ride to a location and expecting ParaCruz to change her return time because the activity she was going to attend had been cancelled. The other was related to a procedural change, requiring Operators to verify pick up and drop off locations prior to departing. The customer expressed the opinion was this procedure was creating delays for passengers.

5-5.2

**Comparative Operating Statistics This Fiscal Year, Last Fiscal Year through January**

	<b>January 06</b>	<b>January 07</b>	<b>Fiscal 06 YTD</b>	<b>Fiscal 07 YTD</b>
Requested	7,419	7,886	56,808	54,614
Performed	6,405	6,802	49,177	48,165
Cancels	18.39%	18.69%	19.52%	18.89%
No Shows	2.72%	3.21%	3.65%	2.98%
Total miles	50,210	47,205	385,126	333,314
Av trip miles	5.56	5.00	5.76	5.05
Within ready window	94.06%	91.87%	91.25%	90.51%
Excessively late/missed trips	4	3	109	97
Call center volume	5,690	5,077	44,627	41,227
Call average seconds to answer	29	23	29	23
Hold times less than 2 minutes	95%	96%	90%	95%
Distinct riders	748	785	1,535	1,374
Most frequent rider	43	58	274	262
Shared rides	60.4%	63.7%	62.2%	64.2%
Passengers per rev hour	1.49	1.78	1.57	1.73
Rides by supplemental providers	1.92%	8.01%	8.76%	8.00%
SCT cost per ride	\$24.38	\$24.58	\$23.12	\$23.80
ParaCruz driver cost per ride (estimated)	\$24.88	\$26.82	\$24.40	\$25.77
Rides < 10 miles	79.30%	81.75%	79.76%	82.25%
Rides > 10	20.70%	18.25%	20.24%	17.75%

**IV. FINANCIAL CONSIDERATIONS**

NONE

**V. ATTACHMENTS**

NONE

**5-5.3**

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** April 27, 2007  
**TO:** Board of Directors  
**FROM:** Mark J. Dorfman, Assistant General Manager  
**SUBJECT:** UNIVERSITY OF CALIFORNIA – SANTA CRUZ SERVICE UPDATE

## I. RECOMMENDED ACTION

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

## II. SUMMARY OF ISSUES

- Student trips for February 2007 decreased by (2.3%) versus February 2006.
- Faculty / staff trips for February 2007 decreased by (2.2%) versus February 2006.
- Revenue received from UCSC for February 2007 was \$261,961 versus \$235,502 for February 2006, an increase of 11.2%.
- New supplemental service for the Route 20 began in March 2006 and has been continued on a quarter-by-quarter basis.

## III. DISCUSSION

UCSC Fall instruction began on September 21, 2006. A summary of the results for November 2006 is:

- Student billable trips for regular service in February 2007 were 216,218 versus 232,528 for February 2006, a decrease of (7.0%).
- Faculty / Staff billable trips for regular service in February 2007 were 16,503 versus 17,209 for February 2006, a decrease of (4.1%).
- Student billable trips for Route 20 Supplemental service in February 2007 were 10,869. Supplemental service did not exist in February 2006.
- Faculty / Staff billable trips for Route 20 Supplemental service in February 2007 were 421. Supplemental service did not exist on February 2006.
- Student billable trips for the Night Owl service in February 2007 were 3,895 versus 3,905 for February 2006, a decrease of (0.3%).

5-6.1

- Faculty / Staff billable trips for Night Owl service in February 2007 were 28 versus 46 for February 2006, a decrease of (39.1%).
- Average student billable trips per school term day for all UC Service in February 2007 were 10,752.7 versus 11,038.9 for February 2006, a decrease of (2.6%).
- Average Faculty / Staff billable trips *per weekday* for all UC service in February 2007 were 839.8 versus 835.8 for February 2006, a decrease of (2.3%).

<b>February</b>	Student Ridership	Faculty/Staff Ridership	Average Ridership <i>Per School Term Day</i> - Student	Average Ridership <i>Per Weekday</i> - Faculty / Staff
Regular Service	216,218	16,503	10,092.5	816.6
Supplemental	10,869	421	572.1	22.2
Night Owl	3,895	28	88.1	1.0
<b>2007 Total</b>	<b>230,982</b>	<b>16,952</b>	<b>10,752.7</b>	<b>839.8</b>
2006	236,460	17,328	11,038.9	835.8
Monthly Increase-(Decrease)	(2.3%)	(2.2%)	(2.6%)	(2.3%)

**IV. FINANCIAL CONSIDERATIONS**

NONE

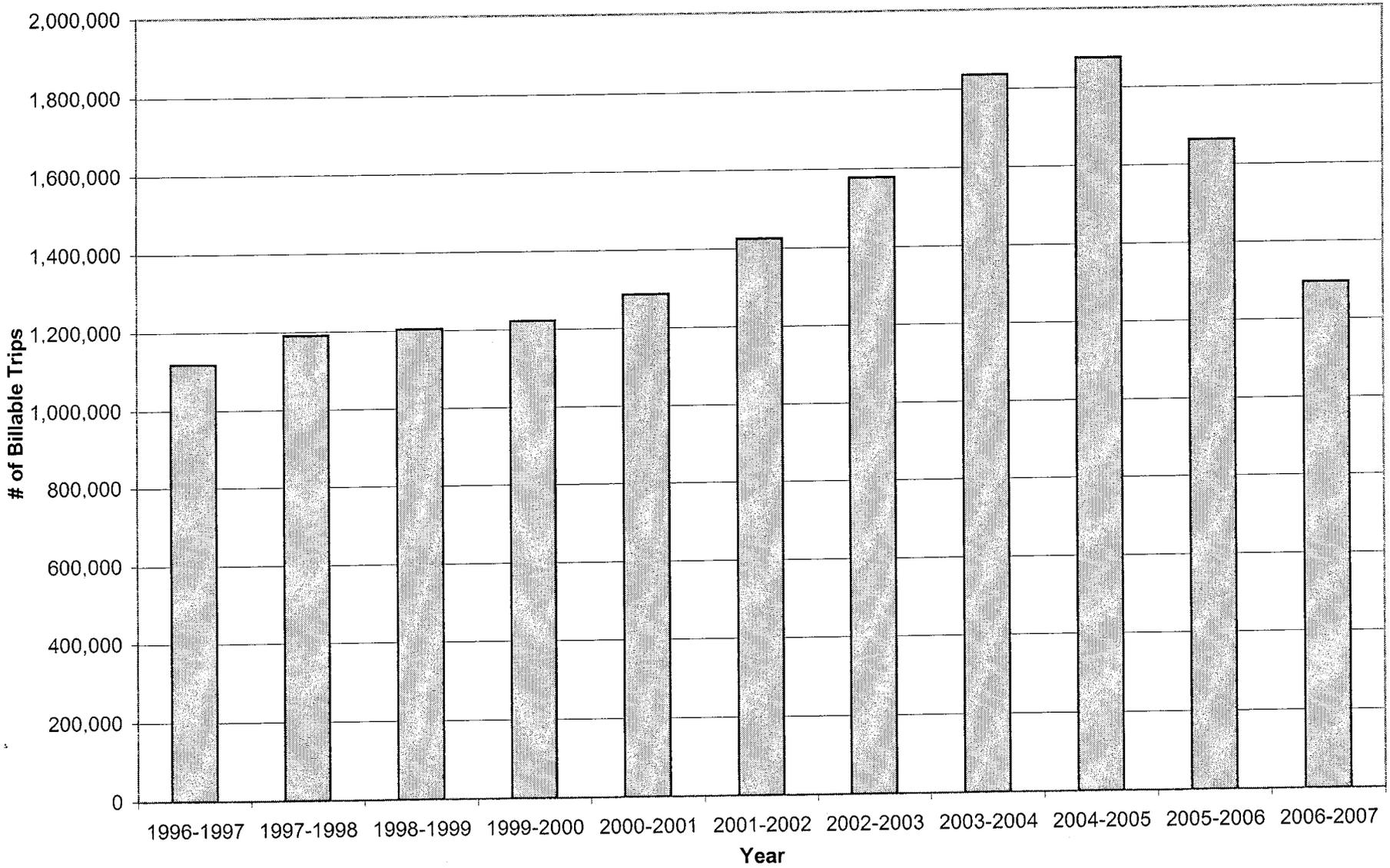
**V. ATTACHMENTS**

**Attachment A: UC Student Billable Trips**

**Attachment B: UCSC Faculty / Staff Billable Trips**

5-6.2

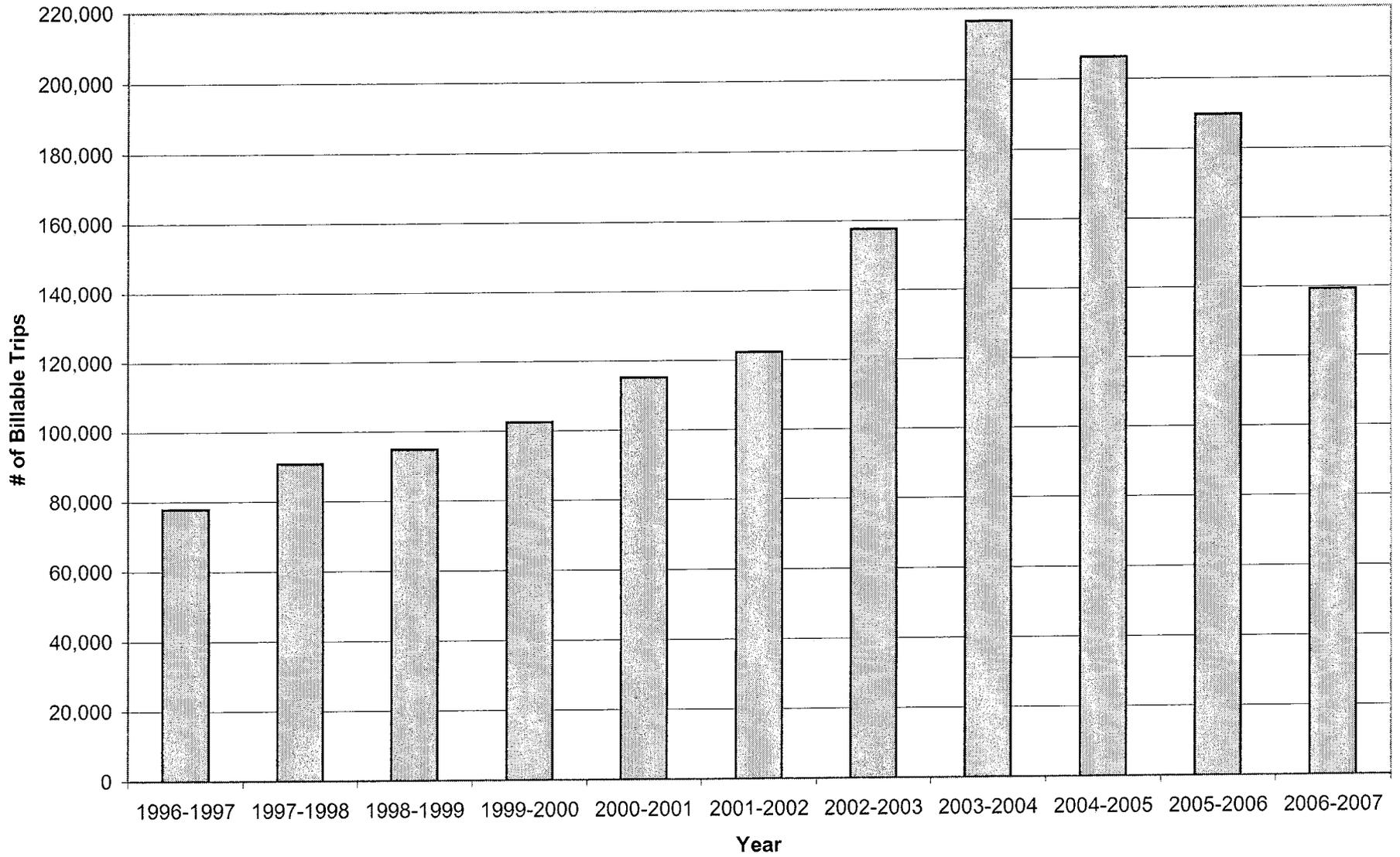
### UCSC Student Billable Trips



5-b.21

Attachment A

### UCSC Faculty / Staff Billable Trips



5-6.61

Attachment B

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** April 27, 2007  
**TO:** Board of Directors  
**FROM:** Mark J. Dorfman, Assistant General Manager  
**SUBJECT: ACCEPT AND FILE VOTING RESULTS FROM APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR PREVIOUS MEETINGS**

## I. RECOMMENDED ACTION

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

## II. SUMMARY OF ISSUES

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

## III. DISCUSSION

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

## IV. FINANCIAL CONSIDERATIONS

There is no cost impact from this action.

## V. ATTACHMENTS

- Attachment A:** Minutes of the January 11, 2007 Regular SCCRTC Meeting  
**Attachment B:** Minutes of the February 15, 2007 Transportation Policy Workshop  
**Attachment C:** Minutes of the March 1, 2007 Regular SCCRTC Meeting  
**Attachment D:** Minutes of the March 15, 2007 Transportation Policy Workshop

5-7.1

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

Minutes

Thursday,  
January 11, 2007  
9:00 a.m.

Santa Cruz City Council Chambers  
809 Center Street  
Santa Cruz CA 95060

1. Roll Call

Members Present: Jan Beautz Antonio Rivas  
Tony Campos Dale Skillicorn (Alt.)  
Neal Coonerty Pat Spence  
Randy Johnson Mark Stone  
Dennis Norton Marcela Tavantzis  
Emily Reilly Ashley Winn (Alt.)  
Aileen Loe (ex-officio Alt.)

Staff Present: George Dondero Gini Pineda  
Luis Mendez Rachel Moriconi  
Kim Shultz Grace Blakeslee  
Cory Caletti Tegan Speiser

2. Oral Communications

3. Additions or Deletions to Consent and Regular Agendas

Executive Director George Dondero noted add-on pages for Item 18, handouts for Items 23 and 24c-1, replacement pages for Item 28 pages 28-9 and 28- 10 and Attachments 4 and 5 for Item 28.

Commissioner Spence asked to pull Item 6 from the Consent Agenda. Chair Campos said that the item would be discussed following the approval of the Consent Agenda.

**CONSENT AGENDA (Reilly/Rivas)**

4. Approved Draft Minutes of the December 7, 2006 Regular SCCRTC Meeting, as amended below.

Commissioner Tavantzis noted a mistake on the minutes of the December 7, 2006 Regional Transportation Commission

meeting and submitted a written clarification. Page 4, Item 21, paragraph 3 of the amended minutes will read "Ms. Tavantzis said that the Metro submitted an encroachment application ~~which was denied and is now working to Caltrans~~ and requests that it be expedited. The encroachment permit would then be used by Metro to contract with Granite for the improvements, in the event that no agreement can be reached between Metro and Caltrans. Metro is requesting that Caltrans get a change order with Granite Construction approved in order to expedite the work."

Commissioner Coonerty abstained from voting on the minutes.

#### POLICY

No consent items

#### PROJECTS and PLANNING

5. Approved Staff Recommendations Regarding Traffic Monitoring Program Agreement with the Transportation Agency for Monterey County for Regional Coordinated Traffic Counts (Resolution 36-07)
6. Approve Elderly and Disabled Transportation Advisory Committee (E&D TAC) and Staff Recommendations Regarding Appointment to the E&D TAC - Moved to Item 21.1

#### COMMISSION BUDGET AND EXPENDITURES

7. Approved Staff Recommendations Regarding Request for Proposals for Triennial Performance Audits

#### ADMINISTRATION

8. Approved Consultant and Staff Recommendations Regarding Set-Aside of Social Security Funds Pending Agency Election on Social Security Participation
9. Accepted Staff Assignment List and Contact Phone Numbers

#### COMMITTEE MINUTES

10. Accepted Final Minutes of the November 13, 2006 Bicycle Committee Meeting
11. Accepted Draft Minutes of the December 12, 2006 Elderly and

5-7.a2

## Disabled Transportation Advisory Committee Meeting

12. Accepted Draft Minutes of the December 14, 2006 Budget and Administration/Personnel Committee Meeting
13. Accepted Draft Minutes of the December 21, 2006 Interagency Technical Advisory Committee Meeting

## INFORMATION/OTHER

14. Accepted Monthly Meeting Schedule
15. Accepted SCCRTC Staff Comment Letters on Draft Environmental Documents and Plans Prepared by Other Agencies - None
16. Accepted Correspondence Log
17. Accepted Letters from SCCRTC Committees and Staff to Other Agencies
  - a. Letter from the Bicycle Committee to the City of Santa Cruz Regarding a Center Line on West Cliff Drive Bicycle/Pedestrian Path
  - b. Letter from the Elderly and Disabled Transportation Advisory Committee to Santa Cruz Metro Transit District Regarding Bus Service to the La Posada Neighborhood
18. Accepted Miscellaneous Written Comments from the Public on SCCRTC Projects and Transportation Issues - None
19. Accepted Handouts from Staff and Commissioners Distributed at Previous Regional Transportation Commission Meetings
20. Accepted Information Items
  - a. United Way's Community Assessment Project Goals and Solicitation of Organizations for Ecology Action
  - b. "Path Along Schwan Lake Offers a Link in the Scenic Trail" December 12, 2006 Mid-County Post Article

## SERVING AS THE SERVICE AUTHORITY FOR FREEWAY EMERGENCIES (SAFE)

21. Approved Staff Recommendation Regarding the Variable Tow Vehicle Fuel Price for the 2007 Freeway Service Patrol (FSP) Contract
  - 21.1 Approved Elderly and Disabled Transportation Advisory Committee (E&D TAC) and Staff Recommendations Regarding Appointment to the E&D TAC

Commissioner Spence said that it might be premature to put

5-7.23

a representative from the Metro Advisory Committee (MAC) on the Elderly and Disabled Transportation Advisory Committee (E&D TAC) explaining that MAC's bylaws say that all communications should go through the Metro board. She said that MAC does not want to be a permanent member of the E&D TAC at this time but would like to have a member attend and decide later if it wants to join the Committee.

**Paul Marcelin-Sampson** said that MAC has voted not to have membership in the E&D TAC twice before.

Commissioner Spence moved to postpone this item until there is further discussion with MAC regarding their desire to have a member on the E&D TAC. Commissioner Tavantzis seconded and the motion passed unanimously.

#### REGULAR AGENDA

22. Commissioner Reports - None

23. Director's Report

Executive Director George Dondero said that the voter registration information which was requested by the Commission at its last meeting was included in his written report. Mr. Dondero reported on the cost estimates for the two additional projects proposed for nomination to receive Proposition 1B Corridor Mobility Improvement Account funds and on the rail symposium held on December 13, 2006. He also highlighted key features of the Governor's Proposed 2007-08 Budget pertaining to transportation.

24. Caltrans Report

Aileen Loe, Caltrans District 5, provided updates regarding the Glenwood Curve project saying that it will cost more than originally anticipated and will not go to construction until 2008.

24.1 Temporary SCCRTC Committee Appointments for Unexpired Terms  
- Oral Report by Commission Chair

Commissioner Campos recommended that Commissioners Coonerty and Stone fill two vacancies on the Budget and Administration/Personnel Committee. Commissioner Reilly moved and Commissioner Beautz seconded to approve the recommendations. The motion passed unanimously.

5-7.a.4

Commissioner Campos recommended that Commissioner Coonerty fill the vacancy on the Rail Acquisition Committee. Commissioner Rivas moved and Commissioner Reilly seconded to approve the recommendation. The motion passed unanimously.

25. Highway 1 Projects Update & Quarterly Progress Report on the Highway 1 HOV Lane PA/ED - Oral Presentation by Chris Metzger, Nolte & Associates

Executive Director George Dondero introduced SCCRTC Planner Lisa Powell to discuss the regional traffic demand model and answer question raised by Commissioners during the quarterly report given at the September Commission meeting. Ms. Powell provided the Commission with AMBAG generated statistics in three areas: population, housing and employment. She said that AMBAG will update its model in 2008 and that the updated information from the UCSC development plan will be incorporated at that time. She added that AMBAG received a blueprint grant to help fund the model update scheduled for 2008.

Due to technical difficulties, Item 26 was taken out of order followed by the continuation of Item 25.

Nolte Associates consultant Chris Metzger continued the item with a PowerPoint presentation on the status of the Highway 1 HOV Lane PA/ED.

Following the presentation Commissioners discussed various aspects of the report and posed questions to Mr. Metzger.

Mr. Metzger said that the configuration at Morrissey Boulevard would eliminate pedestrians crossing at on or off ramps and that all freeway crossings will have bike and pedestrian lanes. He said that he will provide updates to the geometry next week and revised cost estimates. He said that the environmental work will probably be complete in 2009 and the final approval received in 2010. Mr. Metzger said that the cost for ramp metering doubled because the base calculations were taken from the Caltrans Project Study Report produced in the 1990's and that the number of ramps currently being considered has increased. He added that Nolte Associates received the notice to proceed with the auxiliary lanes project this morning and that it will take about two years for environmental review to be done with a completion date estimated at 2015 if funding comes through.

5-7.95

**Charles Paulden** noted a need for cloverleaf configurations at some interchanges on Highway 1 and a place for bike and pedestrian crossings at Morrissey Boulevard.

**Caleb Verducci** said that the auxiliary lanes project should go forward.

**Kristen Phillips-Matson** said she was disappointed that the Commission is considering the project and wants to preserve the high quality of life available in Santa Cruz.

**Carrie Friedman** asked when additional widening will be done.

**Sylvia Mullen** said that the population in the County has doubled since Highway 1 was built and that roads need improvement.

Commissioner Beautz moved and Commissioner Spence seconded to approve the staff recommendations that the Regional Transportation Commission accept the Quarterly Progress Report from the consultant for the Highway 1 HOV Lane Project, and receive a status report on other activities related to Highway 1 projects.

The motion passed unanimously.

26. Article 8 Transportation Development Act (TDA) Allocation Request from the County of Santa Cruz for Bicycle / Pedestrian Projects

Senior Planner Cory Caletti said that the two projects requesting Transportation Development Act (TDA) funding were approved by the Bicycle and Elderly and Disabled Transportation Advisory Committees and were consistent with the *2005 Regional Transportation Plan*.

Commissioner Johnson asked for background information regarding the projects. John Presleigh, County Public Works, said that both projects would alleviate safety issues and reviewed specifics for each project.

Commissioner Spence requested that all Americans with Disabilities Act requirements be met.

Commissioner Rivas asked that the public be informed about where parking would be allowed after the bicycle lanes are

5-7.26

installed at the Calabazas Road site. Mr. Presleigh said that several public meetings were held to discuss the proposed changes and that another meeting will probably be held prior to construction.

Commissioner Johnson moved and Commissioner Beautz seconded to approve the Bicycle Committee, the Elderly and Disabled Transportation Advisory Committee and staff recommendations that the Regional Transportation Commission approve a resolution approving the County of Santa Cruz's FY 2006/2007 Transportation Development Act (TDA) Article 8 claim for \$187,382 for pedestrian and bicycle projects.

**Charles Paulden** suggested using more porous materials in place of concrete to build "pathways" rather than sidewalks. He said that more porous materials would decrease impermeable surfaces and storm water runoff.

**Micah Posner** spoke in favor of the projects.

A roll call vote was taken and the motion (Resolution 37-07) was approved unanimously.

The Commission returned to Item 25.

27. Proposed Nominations for Proposition 1B Corridor Mobility Improvement Account (CMIA) Funds

Executive Director George Dondero said that after considerable discussion, two additional projects were being presented to the Commission for its consideration as proposed nominations for CMIA funding. Mr. Dondero said that both the Park Avenue to Bay/Porter Auxiliary Lane project and the 41<sup>st</sup> Avenue to Soquel Auxiliary Lane project are considered stand alone projects and have independent utility. He said that the time constraints imposed by the California Transportation Commission (CTC) require the Commission to take action today. Mr. Dondero added that these projects will not provide capacity since they are not travel lanes but will allow more time for merging.

Commissioner Spence asked what percentage of the total project costs would be matched with local funds. Mr. Dondero said that staff will send a letter to Caltrans requesting Interregional Transportation Improvement Program (ITIP) funds for up to 25% of the costs for these projects.

Commissioner Norton asked what the CTC considers as a

5-7.a7

"project", why the CTC is pushing for such quick action, if there will be a second opportunity to apply for the CMIA funds, whether the project will result in three or four lanes in each direction, if HOV lanes will be required for future widening and if the projects require a coastal permit.

Executive Director Dondero said that the nature of the design of the Highway 1 Widening HOV Lanes Project allows subsections to be broken out and if these two projects are approved the environmental process for these sections would be accelerated. He said that the 60 day turn around time for project nomination was written into the legislation passed in November 2006 and that there is no indication that there will be another opportunity to apply for the funding. Mr. Dondero said that the projects under discussion call for adding auxiliary lanes resulting in two lanes for travel and one lane between ramps in each direction. He said that no right-of-way annexation is needed for the projects and that the CTC will not require that future widening consist of HOV lanes although the widening plan provides for them. Mr. Dondero added that the projects would comply with all state regulations.

The floor was opened for public comment.

**Geoffrey Ellis** said the auxiliary lanes are a step in the right direction.

**Bill Malone** opposed the widening because of costs and impacts to quality of life.

**Paul Elerick** opposed the widening.

**Peter Scott**, Campaign for Sensible Transportation, advised waiting until the Transportation Funding Task Force (TFTF) made its recommendations.

**Carrie Friedman** asked why frontage roads were not being explored to alleviate congestion.

**Gail Levey**, Cabrillo Estates Mobile Home Park, opposed the widening and suggested metering lights and school busses.

**Micah Posner**, People Power, said that the TFTF should finish its work before the Commission proceeded with requesting CMIA funding.

5-7. a8

**Eva Brunner** opposed the widening and suggested waiting for the TFTF's report.

**Leslie Lawrence** opposed widening.

**Christy Kurvin** was disappointed that so few Commissioners attended the rail symposium in December and suggested that more freight traffic be diverted to trains.

**Ed Oberweiser** said that widening would diminish his quality of life due to pollution and requested that the Commission not go forward until the TFTF completes its report.

**Mattie Hessler** said that her community would be negatively impacted by the road bed being closer to homes.

**Peter Weiser** did not support the widening citing climate change worsening as a result of increased auto use.

**Janine Canada** said that light rail or a rail trail would help keep Santa Cruz beautiful.

**Lois Robin** said that adding auxiliary lanes affects the cohesion of the town and enables cars not people. She said the City of Curitiba, Brazil produced a DVD of how it created its urban transportation solutions.

**Barbara Lawrence** supported reducing congestion but said that widening does not work and that Portland and San Francisco were good models for successful public transportation.

Chair Campos announced that the meeting would adjourn for a break from 10:50 to 11:00 am. After reconvening, public comment continued.

**Elissa Wagner** said that going forward sidesteps the democratic process and ignores the TFTF.

**John Eastman** said that widening is not scalable and that the highway will not grow with the needs of community.

**Schifra Penzia** said that widening will be detrimental to Santa Cruz.

**Barbara Mutti** opposed the widening.

**Vicky Campbell** opposed the widening citing safety issues

5-7.a9

for homes near the soundwall. She also asked what the City of Watsonville was doing to grow jobs to balance its growing population.

**Reid Surlan** spoke in favor of Personal rapid Transit

**Brandon Yamasaki** opposed the auxiliary lanes.

**Sylvia Mullen** said she was in favor of widening the highway and that many people voted against Measure J because of other projects that were on the ballot.

**Mike Keogh** said that all transportation suffers without adequate roadway systems and that due to a lack of parallel systems he supports widening Highway 1.

**Bill Comfort** said that the auxiliary lanes are the right thing to do and that HOV lanes are also needed.

**Debbie Bulger** said that a balanced transportation system is needed and that traffic can be siphoned off the freeway with alternatives. She asked that the Commission wait until the TFTF report is out before making a decision.

**Paul Marcelin-Sampson** said that the auxiliary lanes directly benefit the bus system.

**Elaine Rohlfes** voted against widening the highway when she voted against Measure J.

Commissioner Spence moved and Commissioner Beautz seconded to approve the Interagency Technical Advisory Committee and staff recommendations that the Regional Transportation Commission (RTC):

1. Nominate the Highway 1 Park Avenue to Bay/Porter Auxiliary Lane Project, in addition to the Highway 1 Soquel Avenue to Morrissey Boulevard Auxiliary Lanes Project, to the California Transportation Commission (CTC) for Corridor Mobility Improvement Account (CMIA) funds;

and the staff recommendations that the RTC:

2. Nominate the Highway 1 41<sup>st</sup> Avenue to Soquel Avenue Auxiliary Lane Project for CMIA funding;
3. Approve a resolution approving the nominations; and,

5-7.a10

4. Request that Caltrans program Interregional Transportation Improvement Program (ITIP) funds to the Park Avenue to Bay/Porter Auxiliary Lane Project and the Soquel Avenue to Morrissey Boulevard Auxiliary Lanes Project.

Commissioner Reilly asked that it be read into the record that a motion was passed unanimously by the City of Santa Cruz opposing the Soquel to Morrissey Auxiliary Lanes project. Ms. Reilly added that she was surprised to see the two additional projects nominated for CMIA funding and that to take STIP money for one project is very different than to constrain STIP funding for three projects.

Commissioner Stone expressed concern that when government moves quickly it makes mistakes and advised waiting for the TFTF report.

Commissioner Norton said that the method being used to obtain funding for the projects does not involve people in the public process, that the funding is questionable and the method has an undermining effect on the TFTF.

Commissioner Coonerty said that he opposed the widening south of Soquel because it is premature to request funding before the environmental analysis is completed and before the TFTF releases its reports.

Several Commissioners spoke in favor of obtaining funding for the auxiliary lanes, citing polls in favor of widening, the need to alleviate congestion in south county, support from the Central Fire District and the message that the Commission would send to the California Transportation Commission (CTC) if it did not apply for these funds.

Aileen Loe clarified that the CMIA money is part of the bond measure passed in November 2006 and that this is a one-time opportunity to obtain funding from this particular source.

Commissioners continued to discuss the proposed project nominations. Executive Director Dondero noted that all projects will have to go thru environmental review and public review and that the Commission did not have to accept the funding if it was granted.

Commissioner Spence called the question.

5-7.a11

The motion (Resolution 38-07) passed with Commissioners Norton, Reilly, Coonerty and Stone voting "no".

28. Draft 2007 Legislative Agenda

Senior Planner Kim Shultz said that the Draft 2007 State Legislative Agenda has been amended to include a list of projects to be submitted for Corridor Management Improvement Account (CMIA) funding. He noted other minor changes to the preliminary Draft Legislative Agenda including language pertaining to transit-oriented development and to the Regional Blueprint Plan. Mr. Shultz also said that staff recommends clarifying concern that the Regional Blueprint Planning process becomes a prerequisite to receive funding for transportation capital improvements.

Regarding the Federal Legislative Agenda, Mr. Shultz said that minor amendments included language to add local streets and roads to the list of improvement categories for which increased federal funding is pursued. He also reported that federal appropriation earmarks previously included in the proposed FY 2007 Transportation Budget have been eliminated. Affected projects include the Pacific Station and the Monterey Bay Sanctuary Scenic Trail.

**Piet Canin** spoke in support of a safe bicycling bill requiring 3 feet between bike lanes and vehicular traffic.

Commissioners discussed a CalCOG priority item regarding amendments to minimize California Environmental Quality Act (CEQA) review for infill projects.

Commissioner Stone moved to approve the staff recommendations that the Regional Transportation Commission:

1. Adopt the Draft 2007 State and Federal Legislative Agendas;
2. Forward the Legislative Agendas to our State and Federal representatives; and,
3. Direct staff to continue to provide periodic status reports on development of the funding programs included in Proposition 1B Transportation Bond Measure and other associated legislative matters,

with the understanding that the Commission is not approving the CalCOG recommendations.

5-7.a12

Commissioner Beautz seconded and the motion passed unanimously.

29. Amending the *2006 Regional Transportation Improvement Program* to Program Projected State Transportation Improvement Program (STIP), Regional Surface Transportation Program (RSTP) and Congestion Mitigation and Air Quality (CMAQ) Improvement Program Phase-Out Funds

Senior Planner Rachel Moriconi explained the proposed process to amend the *2006 Regional Transportation Improvement Program* (RTIP) in order to program \$19.5 million in projected State Transportation Improvement Program (STIP), Regional Surface Transportation Program (RSTP) and Congestion Mitigation and Air Quality (CMAQ) Phase-Out Funds. This amount includes \$12.5 million for regionally significant transportation projects. Ms. Moriconi referred to a list of possible near term regional projects that may need funding from the upcoming RTIP amendment.

Commissioner Reilly moved and Commissioner Beautz seconded to approve the Interagency Technical Advisory Committee (ITAC) and staff recommendations that the Regional Transportation Commission (RTC):

1. Initiate the process for programming \$19.5 million in projected State Transportation Improvement Program (STIP), Regional Surface Transportation Program (RSTP) and Congestion Mitigation and Air Quality (CMAQ) Phase-Out funds;
2. Indicate its intent to program \$4 million of these funds to local jurisdictions on a population-based formula for transportation projects of their choice, with a minimum distribution of \$200,000 to each jurisdiction;
3. Indicate its intent to program \$12.5 million of these funds to regionally significant transportation projects, including the Transportation Management Associations; and,
4. Indicate its intent to program the remaining \$3 million to regionally significant projects if needed at this time, otherwise, to program the remaining \$3 million to local jurisdictions by formula;

and staff recommendations that the RTC:

5. Identify and provide input on regional projects to be evaluated for these funds.

5-7.413

Commissioner Coonerty suggested that the Pajaro Station, Waddell Creek and Scott Creek bridges, and the design of the rail trail be added to the list of regional projects considered for funding.

The maker and second agreed to add these projects.

**Micah Posner** asked about starting to study trains and mentioned the need for pedestrian bridges over Highway 1. He added that money for the Monterey Bay Sanctuary Scenic Trail be used to build trails and not for signs.

**Carrie Friedman** supported improvements to Scott Creek and funding for the Pajaro Station and pedestrian bridges over Highway 1.

**Paul Marcelin-Sampson** said that Caltrain is reluctant to extend service to the Pajaro Station.

**Piet Canin** thanked the Commission for recommending that the Transportation Management Agencies receive the CMAQ Phase-Out funds.

The motion passed unanimously.

Commissioners Spence, Stone and Johnson departed the meeting.

30. Caltrans Year in Review - Oral Presentation from Jennifer Calate, Caltrans District 5

Jennifer Calate, Caltrans District 5, gave a PowerPoint presentation on 2006 accomplishments in the district.

Commissioner Tavantzis asked if plantings along the median on Highway 1 in south county were going to be added as originally planned. Ms. Calate will provide an update on that project to the Commission at its next meeting.

**CLOSED SESSION - Removed from Agenda**

31. Conference with Labor Negotiators Pursuant to Government Code 54957.6

Commission Negotiators: Ellen Aldridge and George Dondero

5-7.a14

Bargaining Units: Mid-Management Unit and General Representation Unit

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

Agency Negotiator: Kirk Trost, Miller, Owen & Trost

Negotiation Parties: SCCRTC, Union Pacific

Under Negotiation: Price and Terms

**OPEN SESSION**

33. Next Meetings/Adjournment

The meeting adjourned at 12:37 p.m.

The January Transportation Policy Workshop has been cancelled.

The next SCCRTC meeting is scheduled for Thursday, February 1, 2007 at 9:00 a.m. at the Board of Supervisors Chambers, 701 Ocean Street, Santa Cruz, CA 95060.

Respectfully submitted,

---

Gini Pineda, Staff

5-7.015

ATTENDEES

Mark Griffin	AMBAG
Colin Jones	Caltrans
Jennifer Calate	Caltrans
Bill Comfort	
Barbara Mutti	
Charles Paulden	
Janine Canada	
Carissa Yamasaki	
Vicky Campbell	
Jeff Beneke	
Genevieve Bookwalter	<i>Sentinel</i>
Peter Scott	CFST
John Easman	
Bonnie Morr	UTU Local 23
Elizabeth Woodbridge	UTU Local 23
Brandon Yamasaki	
Al Hoga	
Elaine Rohlfes	
Sandra Coley	PVTMA
Ed Oberweiser	People Power
Eva Brunner	People Power
Gail Levey	
Elissa Wagner	
Kristin Phillips-Matson	
E VanValkenburgh	

Santa Cruz County Regional Transportation Commission (SCCRTC)

**Transportation Policy Workshop  
DRAFT Minutes**

**Thursday, February 15, 2007  
9:00 a.m.  
SCCRTC Conference Room  
1523 Pacific Avenue, Santa Cruz**

Members Present: Tony Campos                      Ellen Pirie  
                         Marcela Tavantzis                      Emily Reilly  
                         Pat Spence                                      Jan Beautz  
                         Andy Schiffrin (Alt.)                      Mark Stone  
                         Aileen Loe (Alt.)                              Dene Bustichi  
                         Antonio Rivas                                      Kirby Nicol  
                         Randy Johnson

1. Introductions-Self introductions were made
2. Oral Communications- None
3. Additions/Deletions to the Agenda - None

**Consent Agenda**  
(Schiffirin/Reilly) Passed Unanimously

4. Approved Staff Recommendation Regarding Consultant Selection for 2006 Triennial Performance Audit (Resolution) – Commissioner Spence asked how it is determined that the RTC and SCMTD be audited and whether other TDA recipients also get audited. George Dondero responded that State law requires the audit of the RTC and the transit district and that there is no requirement to any of the other TDA recipients.
5. Approved Staff Recommendation Regarding Regional Coordinated Traffic Counts Program-Agreement with Transportation Agency for Monterey County (Resolution)
6. Approved Staff Recommendation Regarding Request from the Santa Cruz Area Transportation Management Association for Public Agency Sponsorship for their RTSP/CMAQ Funding Application (Resolution)
7. Accepted “Capitol Highlights” Weekly Report

**Regular Agenda**

8. Welcome New Commissioners and Solicit Committee Preferences

George Dondero welcomed Dene Bustichi and Kirby Nicol the two new commissioners and asked that if they needed any information or clarification as to the responsibilities of serving as a commissioner, please contact George Dondero or any commission staff.

Luis Mendez requested that any Commissioner interested in sitting on either the Budget and Administration/Personnel Committee or the Rail Acquisition Committee, including those currently serving, please inform Commissioner Campos, the current RTC chair, or George Dondero no later than February 28. The RTC committee chairs will make appointments at the March 1, 2007 Commission meeting.

9. Freeway Service Patrol Proposal Review Committee Recommendation for Tow Service Contract on Highway 17 – Grace Blakeslee presented the staff report.

Commissioner Alternate Schiffrin asked about the termination procedure and if any formal evaluations are prepared. Grace Blakeslee responded that the termination procedure is a 30 day notice and that there was no formal evaluation process but that she monitors the service on a monthly basis.

The staff recommendation and Resolution were approved unanimously (Schiffrin, Campos).

10. Transportation, Community and System Preservation (TCSP) Program Funding Application for the Rail Acquisition Project – Luis Mendez Presented the staff report

Commissioner Bustichi asked if the RTC would need to refund any used funding if the rail line is not purchased. Luis Mendez responded that according to the information available, that would not be case.. George Dondero also clarified that the funds are issued on a reimbursement basis so the RTC would not have the full funding on hand. Commissioner Bustichi also asked if there were any other projects considered for this source of funding. Luis Mendez stated that the project was discussed with the RTC Washington Assistant and based on the criteria and the need to obligate the funds in this Federal Fiscal Year the Rail Acquisition Project seems to be the best fit for these funds. He also stated that the RTC staff just became aware of the availability of funds under this program. The application will be completed in house in collaboration with CalTrans and the RTC's Washington DC assistant.

The staff recommendation and Resolution were approved unanimously (Rivas, Schiffrin)

5-7. b2

11. Transportation Funding Task Force – Draft Plan, Meeting Schedule and Appointment of a New Commissioner to the Task Force – Karena Pushnik presented the staff report.

Commission Beautz expressed concerned about the possibility of removing members of the task force without a process given that in assigning members an involved process was followed. She also stated that it seems unreasonable to expect all members to attend every single meeting. She stated that members probably did not realize how many meetings this would require.

Rahn Garcia, County Counsel stated that the discussion on the composition of the committee is not part of this agenda and that this discussion is not appropriate at this time. He recommended that the topic be put on the agenda for the next meeting. Andy stated that the recommendation from staff also asked for a discussion on how to improve attendance and so the discussion would be appropriate; however, he agrees with Rahn to put this discussion on hold for the next meeting.

Staff recommendation for Item 1 & 2 was accepted unanimously (Stone/Schiffrin)

Commissioner Pirie nominated Tony Campos as the RTC representative on the Transportation Funding Task Force (Schiffrin second). The nomination was passed unanimously.

To address the concerns regarding attendance and committee composition, staff was directed to include the Transportation Funding Task Force (TFTF) Committee composition discussion on the March 1 2007 RTC agenda. Staff was also directed to clearly state the recommendation to include the discussion on TFTF meeting attendance and the proposal to include alternates as part of the committee composition.

The Commission adjourned to closed session at 9:55 am.

**Closed Session**

12. Conference with Labor Negotiators Pursuant to Government Code 54957.6

Commission Negotiators: Ellen Aldridge and George Dondero

Bargaining Units: Mid-Management Unit and General Representation Unit

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

Agency Negotiator: Kirk Trost, Miller, Owen & Trost

5-7.63

Negotiation Parties: SCCRTC, Union Pacific

Under Negotiation: Price and Terms

**Open Session**

The commission reconvened in open session at 11:05 am

14. Next Meetings / Adjournment

The meeting adjourned at 11:06 am

The next regular RTC meeting will be held **Thursday, March 1, 2007 at 9:00 a.m.** at the County Board of Supervisors Chambers, 701 Ocean Street, 5<sup>th</sup> Floor, Santa Cruz, CA.

The next Transportation Policy Workshop will be held **Thursday, March 15, 2007 at 9:00 a.m.** at the RTC Office, 1523 Pacific Avenue, Santa Cruz, CA.

Respectfully Sumbitted,

Yesenia Parra  
Administrative Services Officer

\\RTCSERV1\Shared\TPW\TPW 2007\TPW0207\draftminutes0207.doc

5-7.64

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

Minutes

Thursday,  
March 1, 2007  
9:00 a.m.

Board of Supervisors Chambers  
701 Ocean Street  
Santa Cruz CA 95060

1. Roll Call

Members Present: Jan Beautz Ellen Pirie  
Dene Bustichi Emily Reilly  
Tony Campos Antonio Rivas  
Neal Coonerty Dale Skillicorn (Alt.)  
Randy Johnson Pat Spence  
Kirby Nicol Mark Stone  
Dave Murray (ex-officio Alt.)

Staff Present: George Dondero Yesenia Parra  
Luis Mendez Kim Shultz  
Kim Shultz Cory Caletti

2. Oral Communications

Commissioner Rivas announced that the first bridge along Harkins Slough Road has been completed and is now open and that the second bridge will be open soon.

Commissioner Campos thanked Executive Director Dondero for all his work in securing \$16.2 million in funding for the Soquel to Morrissey Auxiliary Lanes project and for the respect he commands in Sacramento. He added that he is expecting a phone call and may need to leave for a few minutes, at which time the vice-chair will preside at the meeting.

3. Additions or Deletions to Consent and Regular Agendas

Executive Director George Dondero noted add-on pages for Item 29 and a handout from Nolte Associates for Item 27.

5-7.c1

## CONSENT AGENDA (Nicol/Beautz)

4. Approved Minutes of the January 11, 2007 Regular SCCRTC Meeting, as amended to reflect that Commissioner Spence's motion on Item 21.1 was to approve the appointment of Virginia Butz to the Elderly and Disabled Transportation Advisory Committee and postpone the second staff recommendation.

Ms. Spence also noted that she left the January meeting at approximately 12:30 p.m. after the conclusion of Item 27.

5. Approved Minutes of the February 15, 2007 Transportation Policy Workshop Meeting

## POLICY

No Consent Items

## PROJECTS and PLANNING

6. Accepted FY 06-07 Second Quarter SCCRTC Work Program Report
7. Accepted Information Regarding 2007 Transportation Research Board Annual Meeting and Meetings with Federal Legislators
8. Approved Staff Recommendation Regarding Taxi Regulation in Santa Cruz County

## COMMISSION BUDGET AND EXPENDITURES

9. Approved Staff Recommendation Regarding Sale of RTC Van and Purchase of a Replacement Hybrid Vehicle (Resolution 44-07)
10. Accepted Quarterly Status Report on Transportation Development Act (TDA) Revenues
11. Accepted FY05-06 Fiscal Audit for the SCCRTC (enclosed separately for Commissioners)

## ADMINISTRATION

No Consent Items

## COMMITTEE MINUTES

12. Accepted Draft Minutes of the December 11, 2007 Bicycle Committee Meeting

5-7.c2

13. Accepted Draft Minutes of the January 18, 2007 Interagency Technical Advisory Committee Meeting
14. Accepted Draft Minutes of the February 8, 2007 Budget and Administration/Personnel Committee Meeting
15. Accepted Draft Minutes of the February 13, 2007 Elderly and Disabled Transportation Advisory Committee Meeting

## INFORMATION/OTHER

16. Accepted Monthly Meeting Schedule
17. Accepted SCCRTC Staff Comment Letters on Draft Environmental Documents and Plans Prepared by Other Agencies
  - a. Quarterly Report on Environmental Document Review
  - b. Letter from Staff regarding Monterey Bay Sanctuary Scenic Trail Master Plan
18. Accepted Correspondence Log
19. Accepted Letters from SCCRTC Committees and Staff to Other Agencies
  - a. Letter from Interagency Technical Advisory Committee Regarding Draft State-Local Partnership Program Guidelines
  - b. Letter from Interagency Technical Advisory Committee Regarding Federal Highway Administration Policy Change Regarding State Authorized Projects
  - c. Letter from Elderly and Disabled Transportation Advisory Committee regarding TDA Allocation Request
  - d. Letter from Elderly and Disabled Transportation Advisory Committee Regarding Monterey County's Monterey Bay Sanctuary Scenic Trail Master Plan
20. Accepted Miscellaneous Written Comments from the Public on SCCRTC Projects and Transportation Issues
21. Accepted Handouts from Staff and Commissioners at Previous Regional Transportation Commission Meetings
22. Accepted Information Items
  - a. AMBAG Blue Print Amendment
  - b. "Report Proposes Taxes to Finance State's Road Fixes" January 27, 2007 Article from the San Francisco Examiner

5-7.23

c. Santa Cruz Sentinel Opinion of February 20, 2007 on Need for a Gas Tax Hike

SERVING AS THE SERVICE AUTHORITY FOR FREEWAY EMERGENCIES (SAFE)

No Consent Items

#### REGULAR AGENDA

23. Commissioner Reports -- None

24. Director's Report

Executive Director George Dondero reported that he and Senior Planner Kim Shultz attended the annual Transportation Research Board (TRB) meeting in Washington D.C. at the end of January. He said he traveled with Commissioners Campos and Pirie to Sacramento to meet with legislative assistants John Arriaga and Steve Schnaidt; various state representatives and their staffs; and with California Transportation Commission (CTC) staff on February 14<sup>th</sup>. On February 23<sup>rd</sup> he and Chris Metzger of Nolte Associates met with senior Caltrans representatives in San Luis Obispo to discuss new ideas for the Highway 1 corridor, including sustainable design and construction practices, and bike lanes where appropriate. Mr. Dondero added that he attended the CalCOG meeting in Sacramento on February 26<sup>th</sup> where there was much discussion regarding funding for planning and regional blue prints. He said that CalCOG is drafting a policy position document and that he will bring a written report to the next meeting.

25. Caltrans Report

Dave Murray, Caltrans District 5, said that the Caltrans reports were up to date and referred to the response to questions raised at the previous meeting.

Commissioner Johnson asked if the Highway 1/17 project is coming in within costs. Mr. Murray responded that Caltrans Project Manager Luis Duazo will make a presentation to the RTC at the Transportation Policy Workshop explaining the need for the additional funding and that a request for approximately \$5.5 million will be coming to the Commission.

5-7.c4

26. SCCRTC Committee Appointments - Oral Report by Commission Chair

Chair Campos appointed all of the Board of Supervisors and Commissioner Rivas to the Budget and Administration/Personnel Committee, so that the composition of the 2007 Committee is Commissioners Beautz, Campos, Coonerty, Pirie, Rivas and Stone.

Chair Campos appointed all of the Board of Supervisors to the Rail Acquisition Committee (RAC) and after determining that there were seven positions on the RAC, added Commissioners Nicol and Bustichi.

Commissioner Beautz moved and Commissioner Rivas seconded to approve the appointments. The motion passed unanimously.

27. Highway 1 Projects Update and Quarterly Progress Report on the Highway 1 HOV and Auxiliary Lane Projects - Oral Presentation by Chris Metzger, Nolte and Associates

Chris Metzger, Nolte Associates, said that work on the HOV Lanes project was proceeding well and that the Project Development Team identified sections for reduced geometry for both median and shoulder areas. He said that all the interchange configurations were resolved except for the Soquel interchange.

Commissioners discussed the administrative environmental review which will be submitted to Caltrans in late spring of this year, how additional park and ride lots will be determined and if costs for sections between interchanges will be broken out for individual analysis.

Commissioner Spence asked that copies of materials presented by Nolte on display boards be given to the Commissioners.

Parag Mehta, Nolte Associates, continued the presentation focusing on the Auxiliary Lane project. He said that much of the information gathered for the HOV Lanes project would be used and that a Notice to Proceed was received in January 2007. He reviewed the project schedule, saying that the final environmental document was anticipated for approval by early 2009.

5-7.e5

Commissioner Pirie moved and Commissioner Beautz seconded to accept the report. The motion passed unanimously.

28. Article 8 Transportation Development Act (TDA) Allocation Requests from the City of Santa Cruz

Senior Planner Cory Caletti briefly reviewed the allocation requests. She introduced Santa Cruz City Assistant Public Works Director Chris Schneider to provide details.

Commissioner Spence asked several questions regarding accessibility for the San Lorenzo River Trestle Bridge Connection project. Mr. Schneider responded with a detailed description of accessibility features.

Commissioner Nicol moved and Commissioner Reilly seconded to approve the Bicycle Committee, the Elderly and Disabled Transportation Advisory Committee and staff recommendations that the Regional Transportation Commission approve a resolution approving the City of Santa Cruz's FY 2006/2007 Transportation Development Act (TDA) Article 8 allocation requests for \$126,000 and an additional \$18,364 for the bicycle and pedestrian projects.

A roll call vote was taken and the motion (Resolution 45-07) passed unanimously.

29. Corridor Mobility Improvement Account (CMIA)

Executive Director George Dondero said that after reconsideration by the California Transportation Commission (CTC), the CMIA funding request for the Highway 1 Morrissey Boulevard-Soquel Avenue Auxiliary Lanes Project will be fully funded. He referred to the handout which indicated both the letter that the RTC sent to the CTC requesting funding in addition to what was awarded by the CTC on February 16<sup>th</sup> and the list of projects funded statewide that confirmed funding for the Santa Cruz project.

Mr. Dondero said that the last two CTC meetings were very contentious because so many areas were competing for limited funding. He said that the state made it clear that it would never be able to fund all the transportation projects needed statewide and recommended sales tax measures, especially for smaller counties competing for state dollars. He thanked Commissioners and SCCRTC staff, especially Senior Planners Kim Shultz and Rachel Moriconi,

5-7.c6

for their diligence in pursuing funding for the project.

In response to a question from Commissioner Pirie, Director Dondero said that the CTC reconsidered its position after realizing that projects which were qualified for funding but received only partial funding were in danger of failing and made a policy decision to revise its previous determination and fully fund certain projects, including the Santa Cruz project.

Commissioners thanked Mr. Dondero and the RTC staff for their work and expressed delight that the project will be able to move forward.

30. Transportation Funding Task Force - Membership

Task Force Convener Fred Keeley explained that some of the entities designated by the Commission at the outset of the Task Force have not been able, or in some cases willing, to participate. He stated that staff has emailed, written and telephoned every member on the Task Force to remind them that there is a draft plan and to remind them of the meetings. Mr. Keeley said that the need to reach a 2/3 consensus on a plan was being hindered by the non-participation of approximately a dozen entities and that members who consistently participated were frustrated that the ability to proceed could be nullified by what was tantamount to a "no" vote by the non-participants.

Commissioner Pirie agreed that there should not be members on the Task Force who are not participating, but expressed concerns with appointing alternates since they would not have the history of discussions prior to their appointments and may not be "up to speed" when making decisions.

Senior Planner Karena Pushnik reported that there are eight entities that have expressed that they are not interested in participating and additional members who have not responded to repeated calls and emails from staff.

Commissioners requested that the list of the entities that are not responding be brought to the Transportation Policy Workshop (TPW).

Commissioner Stone asked if the organizations that appointed members who were not attending were contacted or if the resignations received were coming from the

5-7.27

individual appointee and not from the appointing entity.

Ms. Pushnik addressed the resignation method of each of the eight entities in question.

Commissioner Campos said he will follow-up with Salud Para La Gente since they are going through a re-organization and suggested that Commissioner Rivas contact the Watsonville members of the Monterey chapter of the League of Latin American Citizens (LULAC) to see if either entity can appoint replacement members.

Commissioners discussed how members who do not attend the meetings affect the Task Force, whether new appointees would be able to become informed enough to fully participate, whether to support the recommendation for alternates and how to address the requests of two people who would like to be appointed to the Task Force.

Commissioner Nicol and Commission Alternate Skillicorn agreed that this process has been going on for two years and that everyone who wanted to participate would have done so by now and recommended that the Commission support the staff recommendation.

**Bob Begun** said that the TFTF does not need to vote on the draft plan because the vote is not representative anyway.

**Bonnie Morr** supported the staff recommendations because those who regularly attend the Task Force meetings are hindered from moving forward due to those who do not attend.

Commissioner Spence left the meeting at 11:09.

Commissioner Pirie moved to approve modified staff recommendations, that the Regional Transportation Commission (RTC):

1. Remove five of the eight Transportation Funding Task Force (TF Task Force) positions from membership and consider the removal of additional members after receiving information regarding the results of phone calls to TF Task Force members;

5-7.08

2. Determine that TF Task Force memberships be automatically removed, if written resignations are received from the corresponding member entity;
3. Allow Transportation Funding Task Force entities to designate and send alternates to meetings if their main representative is unavailable; and
4. Direct staff to bring the issue back to the Transportation Policy Workshop meeting for further consideration.

Commissioner Beautz seconded and the motion passed unanimously.

Commissioner Beautz asked that extra meeting dates be listed just in case they are needed. Convener Keeley said that it is possible that two or three additional meetings will be needed and that this issue will be addressed at the meeting tonight.

31. Video of Highway 1/17 Merge Lanes Project Produced by Commissioner Randy Johnson

Staff showed a clip of a public information video that Commissioner Johnson produced for Community Television in response to questions he was hearing from the community about the Highway 1/17 Merge Lanes project.

**CLOSED SESSION - Removed from Agenda**

32. Conference with Labor Negotiators Pursuant to Government Code 54957.6

Commission Negotiators: Ellen Aldridge and George Dondero

Bargaining Units: Mid-Management Unit and General Representation Unit

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

Agency Negotiator: Kirk Trost, Miller, Owen & Trost

Negotiation Parties: SCCRTC, Union Pacific

Under Negotiation: Price and Terms

5-7.09

**OPEN SESSION**

## 34. Next Meetings/Adjournment

The next Transportation Policy Workshop is scheduled for Thursday, March 15, 2007 at 9:00 a.m. at the SCCRTC Offices, 1523 Pacific Avenue, Santa Cruz, CA.

The next SCCRTC meeting is scheduled for Thursday, April 5, 2007 at 9:00 a.m. at the Board of Supervisors Chambers, 701 Ocean Street, 5<sup>th</sup> Floor, Santa Cruz, CA.

Respectfully submitted,

---

Gini Pineda, Staff

**ATTENDEES**

Chris Schneider	City of Santa Cruz Public Works
Sandra Coley	PVTMA
Les White	SCMTD
Bonnie Morr	UTUL ocal 23
John Presleigh	County Public Works
Paraq Mehta	Nolte Associate
Chris Metzger	Nolte Associates



**Regular Agenda**

## 5. Draft Fiscal Year (FY) 07-08 RTC Budget and Work Program

Deputy Director Luis Mendez presented the staff report regarding the FY07-08 Budget and Work Program including Transportation Development Act (TDA) revenues and allocations, anticipated new revenues, Commission reserves, staff positions and the continuation of the temporary full time transportation planner position.

Commissioners asked for clarification of specific line items, allocations to local jurisdictions, carryovers from FY06-07 and the difference between TDA revenues received and forecasted.

Mr. Mendez responded to the Commissioners' questions and said that the FY06-07 carryovers will be known when the Commission makes its annual budget amendment in the fall.

**Bonnie Morr** asked if the allocation for Community Bridges was adjusted properly, saying that the agency has lost rides for Medical recipients and transportation for Elderday will soon stop. Mr. Mendez said that the allocation is based on a formula articulated in the Commission's Rules and Regulations. Senior Planner Karena Pushnik added that staff received information saying that the Alliance for Health is cutting its services dramatically, so there may be an increased need for Community Bridges to provide rides. She said that the TDA claim will be monitored closely when it is presented to the Commission for funding.

Commissioner Tavantzis said that she is uncomfortable with the amount of money spent on the Rideshare program, especially on the carpool component. Executive Director Dondero said that there is a report being prepared on all Transportation Demand Management (TDM) programs and that staff will come back with an analysis of these programs.

Commissioner Beautz asked for the statistics presented by an attendee at a Transportation Funding Task Force meeting that indicated that carpool ridership was not increasing.

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

1. Approve a resolution adopting the FY07-08 Budget and Work Program; and
2. Extend the current temporary planner position for one year through the end of FY 07-08 due to the additional work required for the Highway 1 HOV Lanes project, the Soquel to Morrissey Auxiliary Lanes project and other projects.

The motion (Resolution 46-07) passed unanimously.

5-7.d2

## 6. HWY 1/17 Cost Interchange Merge Lane Project Cost Increases

Executive Director George Dondero introduced representatives from Caltrans to explain the cost increases for the Highway 1/17 Merge Lanes Project.

Caltrans Senior Resident Engineer Siobhan Saunders gave a PowerPoint presentation illustrating the obstacles, which were discovered after construction of the Highway 1/17 Merge Lanes Project had begun, that caused the cost increases. One unanticipated obstacle was buried man-made objects, such as concrete ribs across the creek bed at Market Street. Ms. Saunders said that these had to be removed before the October 15<sup>th</sup> deadline in order to comply with environmental permits. Another issue was rock slope protection which required removing buried layers of concrete bags and pumping water from the creek around the job site so that heavy machinery could access the areas that needed to be fortified. Problems with pile casings presented a major challenge when it was discovered that the length of the casings originally planned was not great enough to provide the necessary support for the bridge abutments. It was discovered that welding additional lengths of casings was too costly to solve the problem. Other problems included unsuitable materials at both abutments and medians and conflicts with underground utilities such as gas and water lines that were not identified on the original plans.

Commissioner Reilly asked if the rock slope protection using the layers of sandbags had been originally installed by Caltrans and if these would be found further along the Highway 1 corridor. Ms. Saunders said she would investigate the issue.

Commissioners discussed the problems with the pile casings at length including the methods used by the engineers to determine how deep a foundation was necessary and what solutions were being proposed.

Commissioner Reilly noted that costs had increased 30% since 2005.

Commissioners asked Caltrans Deputy District 5 Director Tim Gubbins to validate the agency's negotiating procedures regarding change orders and to explain why Proposition 42 funds were not being passed on to local jurisdictions. Commissioner Beautz asked for a report on the disbursement of Proposition 42 funds.

Commissioners requested information about design exceptions for the Branciforte Bridge that could provide a possible cost savings.

Executive Director Dondero said that he and the Project Development Team would be taking a field trip in the near future to physically examine the project site. It was noted that Caltrans is keeping Commission staff informed on the problems.

Commissioners suggested peer review of the project cost increases using the Commission's on-call engineer and the Interagency Technical Advisory Committee (ITAC) and expressed concern that the need for pile extensions and discovery of unsuitable materials were a surprise to Caltrans, since test borings had been drilled at various locations along the project to identify potential problems.

5-7.d3

Commissioner Beutz asked for a report on all the crossings planned for the Highway 1 HOV Widening Project, saying that if Caltrans design exceptions could allow the Branciforte Bridge to be left intact, perhaps the other bridges could be left intact and project costs lowered.

Commission Alternate Schiffrin moved to continue the item to the April RTC meeting and to ask staff to provide information on the issues raised today, an evaluation of Option B (to deny Caltrans' request for additional funding), further evaluation and comment on proposed change orders and, if necessary and feasible, to arrange for peer review of the project. Commissioner Pirie seconded.

**Bruce Sawhill** said that cost overruns are predictable, partly due to the nature of the bid process.

The motion passed unanimously.

#### 7. Transportation Funding Task Force-Membership Update

Senior Planner Karena Pushnik referred to the updated Transportation Funding Task Force roster noting the status column that indicated which members are no longer interested in participating and who will designate new representatives.

Commissioner Beutz said that the position for Auto Advocate, Driver at Large, South County should be left open since it was an RTC appointment. Commissioner Pirie said she would find someone to fill the position.

Commission Alternate Schiffrin moved and Commissioner Pirie seconded to accept the updated roster and to delete the Felton Business Association from the membership but to leave the position of Auto Advocate open for a new appointment.

The motion passed unanimously.

#### 8. Draft 2006 Regional Transportation Improvement Program (RTIP) Augmentation

SCCRTC Planner Grace Blakeslee presented the staff report and noted that the recommendation of the Highway 1 Bike/Pedestrian Bridge near Mar Vista project was considered "conditional" due to the cost overruns associated with the Highway 1/17 Merge Lanes Project.

Commissioners expressed several concerns with the preliminary draft staff recommendations, including:

1. Separating elements, such as the Mar Vista Bicycle and Pedestrian Bridge, from the Highway 1 HOV Lanes project especially before completion of the final design;
2. Estimated cost for the Mar Vista Bicycle and Pedestrian Bridge;
3. Exclusion of the Highway 1/9 intersection improvements; and,

5-7.d4

4. Need of a full Project Study Report (PSR) for the Mar Vista Bicycle and Pedestrian Bridge.

Staff will provide more information on the estimated cost for the Mar Vista Bicycle and Pedestrian Bridge.

Commission Alternate Schiffirin moved and Commissioner Beautz seconded to approve the staff recommendations that the Regional Transportation Commission:

1. Review the preliminary draft staff recommendations for programming projected State Transportation Improvement Program (STIP), Congestion Mitigation and Air Quality Improvement Program (CMAQ), and Regional Surface Transportation Program (RSTP) funds and proposed amendments to other projects;
2. Notify staff if additional information is needed on any of the recommendations; and
3. Schedule a public hearing for the April 5, 2007 RTC meeting to receive public input on and approve amendments to the *Regional Transportation Improvement Program (RTIP)*.

The motion included that staff return to the Commission with the information requested by Commissioners during discussion of the item.

9. Social Security Referendum – Removed from Agenda
10. Review of Items to be Discussed in Closed Session
11. Oral and Written Communications Regarding Closed Session

**Closed Session – Removed from Agenda**

12. Conference with Labor Negotiators Pursuant to Government Code 54957.6

Commission Negotiators: Ellen Aldridge and George Dondero

Bargaining Units: Mid-Management Unit and General Representation Unit

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

Agency Negotiator: Kirk Trost, Miller, Owen & Trost

Negotiation Parties: SCCRTC, Union Pacific

Under Negotiation: Price and Terms

5-7.d5

**Open Session**

- 14. Report on Closed Session
- 15. Next Meetings / Adjournment

The meeting adjourned at 11:25 am.

The next regular RTC meeting will be held **Thursday, April 5, 2007 at 9:00 a.m.** at the County Board of Supervisors Chambers, 701 Ocean Street, 5<sup>th</sup> Floor, Santa Cruz, CA.

The next Transportation Policy Workshop will be held **Thursday, April 20, 2007 at 9:00 a.m.** at the RTC Office, 1523 Pacific Avenue, Santa Cruz, CA.

Respectfully submitted,

---

Gini Pineda, Staff

**ATTENDEES**

Luis Duazo	Caltrans
Siobhan Saunders	Caltrans
Tim Gubbins	Caltrans
Bob Begun	Alternate for City of Capitola
Bonnie Morr	UTU
Sandra Coley	PVTMA
Bruce Sawhill	
Bob Yount	
Chris Schneiter	City of Santa Cruz
Lisa Hochstein	
Bill Comfort	
Jose Herrera	UTU
Ed Oberweiser	People Power
Corrinne Hyland	CTSC
Teresia Rogerson	CTSC

5-7.d6

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

## NOTICE OF ACTION TAKEN IN CLOSED SESSION MEMORANDUM

DATE: April 13, 2007

TO: Board of Directors

FROM: Margaret  Gallagher, District Counsel

SUBJECT: Notification Of Action Taken In Closed Session Regarding The Following Claim:  
Settlement with Carlos Carrera

---

### Settlement with Carlos Carrera

On December 9, 2005 in closed session the Board of Directors authorized a full and final settlement of the above matter. Motioned by Director Stone, Seconded by Director Hinkle, the following Directors authorized the final settlement: Beautz, Bustichi, Hinkle, Keogh, Nicol, Skillicorn, Spence, Stone and Tavantzis. Pursuant to this direction, this claim was settled by way of Compromise and Release in the sum of \$8,000.00 and the file has been closed.

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** April 27, 2007

**TO:** Board of Directors

**FROM:** Mark J. Dorfman, Assistant General Manager

**SUBJECT: RECOMMENDATION TO APPROVE ASSESSMENT FOR  
COOPERATIVE RETAIL MANAGEMENT DISTRICT**

## I. RECOMMENDED ACTION

**The purpose of this communication is to request approval for the assessment on property owners for the support of the Cooperative Retail Management District in Downtown.**

## II. SUMMARY OF ISSUES

- The District owns property in the Downtown area that is subject to an assessment for the Downtown Host Program.
- The assessment needs to be renewed for the fiscal year.
- Total cost to the District for the assessment is \$2,547.76, no increase from last year.

## III. DISCUSSION

The District recently received correspondence from the City of Santa Cruz regarding the Cooperative Retail Management Business Real Property Improvement District. Since the District owns property in the downtown area, there is an assessment that is being requested for the coming fiscal year. This assessment funds the Downtown Host Program.

It is recommended that the District support the continued assessment of the levy for this important Downtown project. Total funds for this assessment amount to \$2,547.76.

## IV. FINANCIAL CONSIDERATIONS

There are two assessments for property owned by the District, one for \$1,797.76 and one for \$750.00, for a total of \$2,547.76.

## V. ATTACHMENTS

**Attachment A:** Letters from City of Santa Cruz

5-9.1



Attachment **A**

CITY CLERK'S DEPARTMENT  
809 Center Street, Room 9, Santa Cruz, CA 95060 • 831 420 5030 • Fax 831 420 5031 • www.ci.santa-cruz.ca.us

**CITY COUNCIL  
CITY OF SANTA CRUZ  
NOTICE OF PUBLIC MEETING AND HEARING**

March 28, 2007

Santa Cruz Metropolitan Transit District  
370 Encinal Street, #100  
Santa Cruz, CA 95060-2101

Dear Santa Cruz Property Owner:

**RE: Assessor Parcel Number ("APN"): 05-152-05  
912 Pacific Avenue**

NOTICE IS HEREBY GIVEN that the City Council of the City of Santa Cruz will hold a public meeting to consider: 1) the annual report for FY 2008 prepared by the advisory board to the Cooperative Retail Management (CRM) Business Real Property Improvement District; and, 2) the adoption of a Resolution of Intention to levy an assessment for the period July 1, 2007 through June 30, 2008 for the District and a public hearing to consider the levy of an annual assessment for the District.

The amount of the proposed annual assessment on the entire district will be \$118,503.42. The rate of business promotion assessment shall be imposed on business property owners according to the formulas set forth below:

1. Properties located on Pacific Avenue between Laurel Street and Mission/Water Street shall be assessed \$15.00 per linear foot of property on Pacific Avenue.
2. Properties between Cedar and Front Streets and located on Soquel Avenue; Locust, Cooper, Church, Walnut, Lincoln, Cathcart, Elm and Maple Streets; Plaza, Locust, Commerce, Elm and Birch Lanes; Pearl Alley; Lincoln-Cathcart and Pacific-Front alleyways shall be assessed \$12.00 per linear foot of property on the above-mentioned side streets and alleyways.

The purpose of the assessment is to fund the Downtown Host Program created to enhance safety and security and improve public perceptions of the district. The assessment will also be used to review the need for, and establishment of, common hours for retail merchants and maintenance of private property within the district.

5-9.a1

**Santa Cruz Metropolitan Transit District  
Notice of Public Hearing- Page 2**

The amount of the proposed annual assessment for APN 05-152-05 is set forth below:

Pacific Avenue footage: 50.00 x \$15.00	\$750.00
Side street or alleyway footage: 0.00 feet x \$12.00/linear foot	\$0.00
<b>TOTAL Assessment for Fiscal Year 2008:</b>	<b>\$750.00</b>

Properties with frontage on both Pacific Avenue and a side street or alley will only be assessed an additional fee for the side street or alley frontage where a separate business uses the side street or alley as its main entrance.

A public meeting regarding the consideration of the Annual Report and adoption of a Resolution of Intention to levy an annual assessment will be held on **Tuesday, April 24, 2007**, after the hour of 3:00 p.m. If the Resolution of Intention is adopted, a public hearing will be held on **Tuesday, May 22, 2007**, after the hour of 3:00 p.m., at which time the Council will decide the amount of the assessments to be levied. Both public meetings will be held in the Council Chambers, City Hall, 809 Center Street, Santa Cruz, California. Copies of the Annual Report/Plan Work Program, and Budget are available in the City Clerk's office at 809 Center Street, Room 9, Santa Cruz, California or at the Economic Development and Redevelopment Department's office at 337 Locust Street, Santa Cruz, California, or may be viewed on the EDRD web page at [www.ci.santa-cruz.ca.us/vra](http://www.ci.santa-cruz.ca.us/vra).

If the Resolution of Intention is adopted, property owners in the proposed assessment district may file written protests in the City Clerk's office between April 24, 2007 and May 22, 2007 before the close of the public hearing. If protests are submitted by property owners representing 50% or more of the assessments proposed to be levied and protests are not withdrawn so as to reduce the protests to less than 50%, no further proceedings to create the district shall be taken for at least one year. If the Resolution of Intention is not adopted, the May 22, 2007 public hearing will be cancelled. All interested persons are invited to present their oral or written statements at these hearings.

Further information is available from the City Economic Development and Redevelopment Department, 337 Locust Street, Santa Cruz, California, (831) 420-5150.

*Leslie Cook*

LESLIE COOK, City Clerk  
City of Santa Cruz



CITY CLERK'S DEPARTMENT  
 809 Center Street, Room 9, Santa Cruz, CA 95060 • 831 420-5030 • Fax 831 420-5031 • www.ci.santa-cruz.ca.us

**CITY COUNCIL  
 CITY OF SANTA CRUZ  
 NOTICE OF PUBLIC MEETING AND HEARING**

March 28, 2007

Santa Cruz Metropolitan Transit District  
 370 Encinal Street, #100  
 Santa Cruz, CA 95060

Dear Santa Cruz Property Owner:

**RE: Assessor Parcel Number ("APN"): 05-152-31  
 920 Pacific Avenue**

NOTICE IS HEREBY GIVEN that the City Council of the City of Santa Cruz will hold a public meeting to consider: 1) the annual report for FY 2008 prepared by the advisory board to the Cooperative Retail Management (CRM) Business Real Property Improvement District, and, 2) the adoption of a Resolution of Intention to levy an assessment for the period July 1, 2007 through June 30, 2008 for the District and a public hearing to consider the levy of an annual assessment for the District.

The amount of the proposed annual assessment on the entire district will be \$118,503.42. The rate of business promotion assessment shall be imposed on business property owners according to the formulas set forth below:

1. Properties located on Pacific Avenue between Laurel Street and Mission/Water Street shall be assessed \$15.00 per linear foot of property on Pacific Avenue
2. Properties between Cedar and Front Streets and located on Soquel Avenue; Locust, Cooper, Church, Walnut, Lincoln, Cathcart, Elm and Maple Streets; Plaza, Locust, Commerce, Elm and Birch Lanes; Pearl Alley; Lincoln-Cathcart and Pacific-Front alleyways shall be assessed \$12.00 per linear foot of property on the above-mentioned side streets and alleyways

The purpose of the assessment is to fund the Downtown Host Program created to enhance safety and security and improve public perceptions of the district. The assessment will also be used to review the need for, and establishment of, common hours for retail merchants and maintenance of private property within the district.

5-9. a3

**Santa Cruz Metropolitan Transit District  
Notice of Public Hearing-- Page 2**

The amount of the proposed annual assessment for APN 05-152-31 is set forth below:

Pacific Avenue footage: 119.85 x \$15.00	\$1,797.76
Side street or alleyway footage: 0.00 feet x \$12.00/linear foot	\$0.00
<b>TOTAL Assessment for Fiscal Year 2008:</b>	<b>\$1,797.76</b>

Properties with frontage on both Pacific Avenue and a side street or alley will only be assessed an additional fee for the side street or alley frontage where a separate business uses the side street or alley as its main entrance.

A public meeting regarding the consideration of the Annual Report and adoption of a Resolution of Intention to levy an annual assessment will be held on **Tuesday, April 24, 2007**, after the hour of 3:00 p.m. If the Resolution of Intention is adopted, a public hearing will be held on **Tuesday, May 22, 2007**, after the hour of 3:00 p.m., at which time the Council will decide the amount of the assessments to be levied. Both public meetings will be held in the Council Chambers, City Hall, 809 Center Street, Santa Cruz, California. Copies of the Annual Report/Plan Work Program, and Budget are available in the City Clerk's office at 809 Center Street, Room 9, Santa Cruz, California or at the Economic Development and Redevelopment Department's office at 337 Locust Street, Santa Cruz, California, or may be viewed on the EDRD web page at [www.ci.santa-cruz.ca.us/vra](http://www.ci.santa-cruz.ca.us/vra).

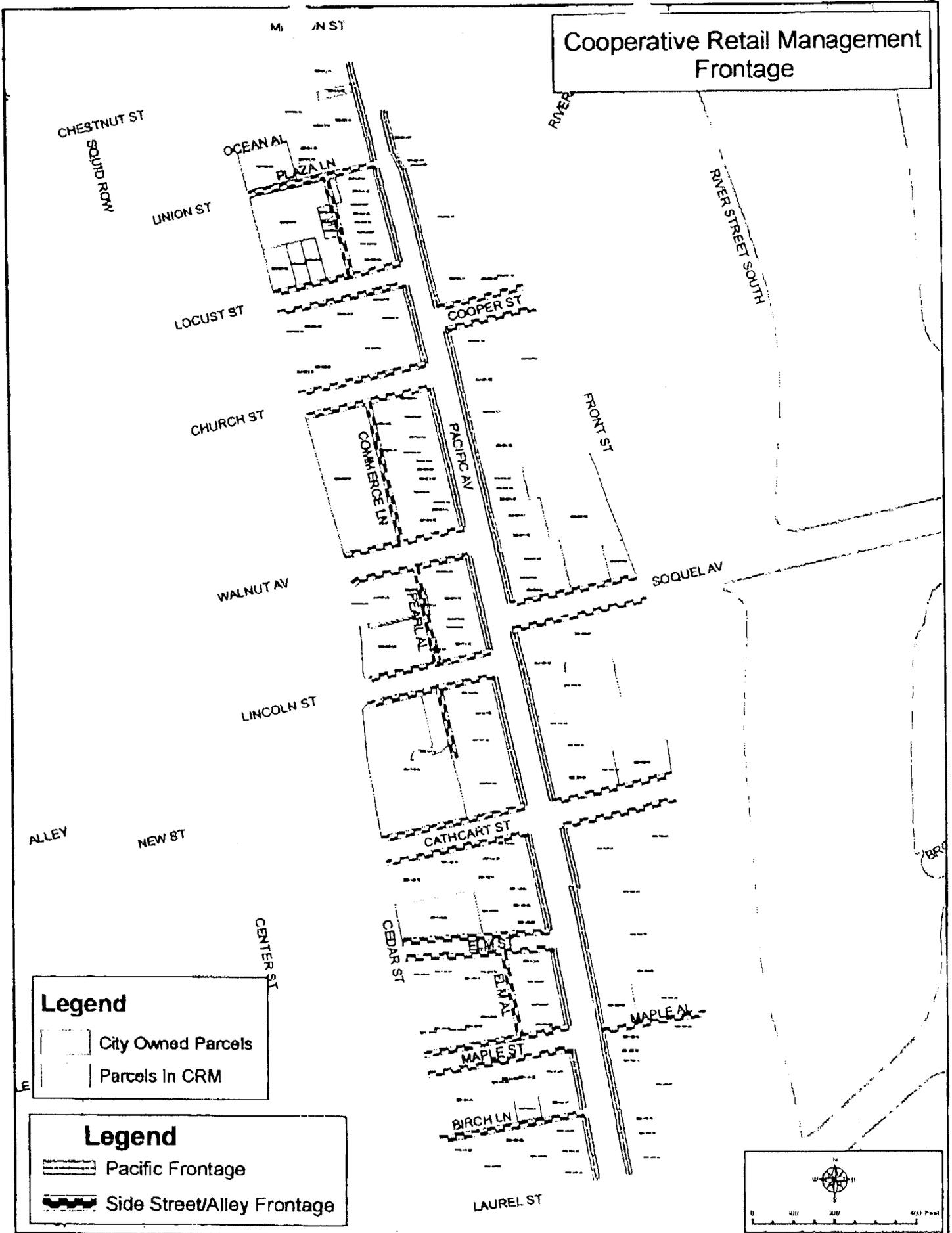
If the Resolution of Intention is adopted, property owners in the proposed assessment district may file written protests in the City Clerk's office between April 24, 2007 and May 22, 2007 before the close of the public hearing. If protests are submitted by property owners representing 50% or more of the assessments proposed to be levied and protests are not withdrawn so as to reduce the protests to less than 50%, no further proceedings to create the district shall be taken for at least one year. If the Resolution of Intention is not adopted, the May 22, 2007 public hearing will be cancelled. All interested persons are invited to present their oral or written statements at these hearings.

Further information is available from the City Economic Development and Redevelopment Department, 337 Locust Street, Santa Cruz, California, (831) 420-5150.

*Leslie Cook*

LESLIE COOK, City Clerk  
City of Santa Cruz

# Cooperative Retail Management Frontage



5-9.a5

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

## STAFF REPORT

**DATE:** April 27, 2007  
**TO:** Board of Directors  
**FROM:** Margaret Gallagher, District Counsel  
**SUBJECT:** **CONSIDERATION OF MODIFICATIONS TO THE SANTA CRUZ METRO'S BYLAWS INCLUDING REFORMATTING THE REGULAR BOARD MEETINGS, AND ADDING LANGUAGE TO REQUIRE DIRECTORS TO FOLLOW CALIFORNIA LAW RE CONFLICTS OF INTEREST AND OTHER MINOR CHANGES**

### I. RECOMMENDED ACTION

Adopting the modified Bylaw Resolution which is contained in Attachment D

### II. SUMMARY OF ISSUES

- At the February 23, 2007 regular meeting of the Santa Cruz METRO Board of Directors amended the Bylaws to eliminate MASTF as an Advisory Group, clarified how the mileage rate reimbursement would be calculated on an annual basis and updated "Metro Center" language to "Pacific Station".
- At the March 9, 2007 regular meeting, the Board of Directors discussed the possibility of reformatting the Board's regular meetings to be stand alone, independent meetings whose agendas are not interdependent with the caveat that the first monthly meeting agenda would review known agenda items for the second meeting. This would require certain modifications to the Board's Bylaws.
- The Board of Directors discussed the issue of Conflicts-of-Interest and whether the Bylaws should be modified to include specific language regarding what a Director must do when a conflict is declared. The Chair asked that the issue be revisited at a subsequent meeting.
- A question also arose during the regular meeting on March 23, 2007, regarding whether METRO could streamline the process when a Director moves for passage of a Resolution that is on the regular agenda by unanimous voice vote rather than by roll call.

### III. DISCUSSION

**Reformatting Regular Meetings:** At the March 9, 2007, regular meeting, the METRO Board of Directors discussed reformatting the regular meetings to be stand alone, independent meetings whose agendas are not interdependent. METRO is unique among public agencies because it currently has two regular meetings a month in which the same agenda items are reviewed and considered. At the first meeting, the agenda items are generally reviewed in a workshop format in which questions and issues are raised but no action is taken and no final decisions are made.

At the second monthly meeting, held two weeks later, the agenda items (generally from the first meeting) are discussed and decided. Additionally, new items are added to the second meeting, which have not been reviewed at the first meeting. Further, from time to time some of the first meeting items are modified or even deleted from the second meeting agenda.

At the March 9, 2007, meeting, Directors considered whether having two independent meetings a month with separate agendas would be in the METRO's best interests. While some Directors thought that this may reduce confusion, they also maintained that reviewing items that would be on the second agenda at the first meeting through an Agenda Review Process would be beneficial. The Agenda Review Process would provide Directors and the public with the opportunity to ask questions and obtain more information if necessary before the final decision was rendered at the second meeting. However, should this modification occur, METRO staff understand that while it is preferred that items to be decided at the second meeting be reviewed through the Agenda Review Process at the first meeting, it is not required. Further, Items scheduled on the Agenda Review Section of the first meeting agenda may not have corresponding staff reports. Therefore, if METRO staff is aware of an upcoming Item and the staff report is not complete the Item may still be on the Agenda Review section on the first meeting agenda.

Additionally, some Directors expressed that they did not want controversial or important major decisions to be agendaized for decision-making at the first meeting unless it was necessary due to time constraints on the matters.

Attachment A is a mock-up agenda for the April 13, 2007 meeting and Attachment B is a mock-up agenda for the April 27, 2007 regular meetings as if the meetings were occurring with the above proposals in effect. To bring about this change Section 1.01(b) of the Bylaws should be deleted and language regarding the Agenda Review Process should be added. Attachment D is the Bylaw Resolution with the modifications that would bring about the agenda changes as set forth above.

**Conflict-of-Interests:** At the February 23, 2007 regular meeting the Board of Directors discussed whether Section 13.03 of the Bylaws should be modified to require a Director who abstains from voting due to a conflict-of-interest to leave the meeting room. Section 13.03 provides that each Director has a duty to vote on matters that come before the Board of Directors unless a legal conflict-of-interest is declared pursuant to California law. The suggestion to modify Section 13.03 included inserting language where appropriate to require the Director declaring the conflict-of-interest to leave the meeting room. Another suggestion was to insert language requiring the Director to follow California law when declaring a conflict.

In reviewing whether the Bylaws should be amended with regard to Section 13.03, a review of the legal requirements regarding conflicts-of-interests is necessary. The general rule regarding conflict-of-interests is that public officials are prohibited from making, participating in or in any way attempting to use their official position to influence a governmental decision in which they know or have reason to know they have a financial interest. A public official has a conflict of interest if the decision will have a reasonably foreseeable material financial effect on one or more of his or her economic interests, unless that effect is not distinguishable from the effect on

the public generally. Under the rules adopted by the California Fair Political Practices Commission, deciding whether a financial conflict-of-interest exists is an eight-step process (Attachment C: Eight Step Outline). Once a conflict-of-interest is determined to exist, the Public Official has certain requirements that he/she must fulfill.

An official who has a conflict must, immediately prior to consideration of the decision:

- 1.) Publicly identify in detail the financial interest that causes the conflict (except that he/she need not disclose the street address of a residence);
- 2.) Recuse himself/herself from discussing and voting on the matter; and
- 3.) Leave the room until after the decision has been made, unless the matter is on the portion of the agenda reserved for uncontested matters (generally understood to mean the consent calendar).

The only exception is that the official may speak on a matter as a member of the general public during the period for public participation during the period for public participation regarding the matter. (According to Fair Political Practices Commissions' staff, this provision, which took effect January 1, 2003, is not intended to apply if an official's participation is legally required.) California law does not prevent a public official from making or participating in making a governmental decision to the extent the official's participation is "legally required" for the action or decision to be made.

A conflict-of-interest situation is a complex matter that requires review of the particular facts at issue. Depending on the circumstances, a Director may or may not be required to leave the room at the time that a conflict is declared. Therefore, it is not recommended that specific verbiage requiring a Director to leave the room be adopted. Section 13.03 currently contains language that a Director must declare any conflict of interest in accordance with California law. Further, irrespective of whether language requiring the Directors to follow California law is contained in the Bylaws, Directors must still follow the law. However, I have set forth language in Attachment D in Section 13.03 that the Board of Directors may wish to consider regarding this matter.

**Resolution Passage:** Finally, at the March 23, 2007 regular meeting a question arose regarding what specific language is required in order for a Director to move for the passage of a Resolution by a unanimous voice vote rather than by a recorded roll call vote. According to California law and METRO's Bylaws, the Board of Directors' actions are required to be by Motion, Resolution or Ordinance and no ordinance, resolution or motion shall have any validity or effect unless passed by the affirmative votes of a majority of the directors (Public Utilities 98133). The Bylaws establish further requirements regarding Resolutions as are set forth in Section 12.02 which require adoption of a Resolution by a roll call vote unless a routine Resolution is placed on the Consent Agenda and passed unanimously. If unanimity is not achieved the item is pulled from the Consent Agenda for a roll call vote. METRO's Bylaws also allow a Director to move for the passage of a Resolution by a unanimous voice vote in lieu of a roll call. Again, if unanimity is not recorded, a roll call vote is taken. METRO's enabling statute does not proscribe

a particular procedure in which a Resolution must be passed, therefore, because the Board of Directors is authorized by statute to establish rules and procedures for its meetings (Public Utilities Code 98132) it is recommended that a new section 12.02 be adopted which will allow for the passage of a Resolution by a motion if it proves to be unanimous. If the vote is not unanimous, then a roll call will be taken to officially record everyone's vote (See Attachment D with new language).

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

None

#### **V. ATTACHMENTS**

- Attachment A:** Mock-up Agenda for April 13, 2007
- Attachment B:** Mock-up Agenda for April 27, 2007
- Attachment C:** Eight-Step Process for Determination of Conflicts-of- Interest
- Attachment D:** Proposed modifications to the Bylaws Resolution

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

BOARD OF DIRECTORS REGULAR MEETING AGENDA  
APRIL 13, 2007 (Second Friday of Each Month)  
\*SCMTD ENCINAL CONFERENCE ROOM\*  
\*370 ENCINAL STREET, SUITE 100\*  
SANTA CRUZ, CALIFORNIA  
9:00 a.m. – 11:00 a.m.

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

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

**SECTION I: OPEN SESSION - 9:00 a.m. ACTION ITEMS FOR 04/13/07 MEETING**

1. ROLL CALL
2. ORAL AND WRITTEN COMMUNICATION
  - a. Jeffrey D. Bukowski, Stevens & Lee Re: RTCC Minutes Corrections
  - b. City of Capitola RDA Re: Public Hearing Notice
3. LABOR ORGANIZATION COMMUNICATIONS
4. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

**04/13/07 CONSENT AGENDA**

- 5-1. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS FOR THE MONTH OF MARCH 2007
- 5-2. CONSIDERATION OF TORT CLAIMS:  
DENY THE CLAIM OF BEN S. JONAS, CLAIM #07-0011
- 5-3. ACCEPT AND FILE METROBASE STATUS REPORT
- 5-4. ACCEPT AND FILE THE METRO ADVISORY COMMITTEE (MAC) AGENDA FOR APRIL 18, 2007 (No Minutes: no February or March meetings due to lack of quorum)
- 5-5. ACCEPT AND FILE PARACRUZ OPERATIONS STATUS REPORT FOR THE MONTH OF JANUARY 2007
- 5-6. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE FOR MONTH OF FEBRUARY 2007

- 5-7. ACCEPT AND FILE MINUTES REFLECTING VOTING RESULTS FROM APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR THE JANUARY, FEBRUARY & MARCH 2007 MEETING(S)
- 5-8. ACCEPT AND FILE NOTIFICATION OF ACTION TAKEN IN CLOSED SESSION REGARDING CLAIM OF CARLOS CARRERA
- 5-9. CONSIDERATION OF RECOMMENDATION TO APPROVE ASSESSMENTS FOR COOPERATIVE RETAIL MANAGEMENT DISTRICT

**04/13/07 REGULAR AGENDA**

- 6. CONSIDERATION OF INCREASING LIABILITY INSURANCE TO \$30 MILLION  
Presented By: Mark Dorfman, Assistant General Manager
- 7. CONSIDERATION OF DIRECTING THE GENERAL MANAGER TO WITHDRAW THE REQUEST TO THE CITY OF SANTA CRUZ FOR THE REMOVAL OF PARKING ON THE SOUTHBOUND LANES OF OCEAN STREET ON THE WEEKENDS FROM MEMORIAL DAY TO LABOR DAY  
Presented By: Leslie R. White, General Manager
- 8. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE OPTION TO PURCHASE FIVE 40 FOOT COMPRESSED NATURAL GAS BUSES FROM THE CITY OF CULVER CITY WITH NEW FLYER OF AMERICA  
Presented By: Mark Dorfman, Assistant General Manager

**SECTION II: AGENDA REVIEW FOR 04/27/07 MEETING**

**PRELIMINARY 04/27/07 CONSENT AGENDA**

- 5-1. APPROVE REGULAR BOARD MEETING MINUTES OF MARCH 9 & 23, 2007
- 5-2. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR DECEMBER 2006 AND APPROVAL OF BUDGET TRANSFERS
- 5-3. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR JANUARY 2007 AND APPROVAL OF BUDGET TRANSFERS
- 5-4. ACCEPT AND FILE MARCH 2007 RIDERSHIP REPORT
- 5-5. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT FOR FINANCIAL AUDIT AND TAX SERVICES
- 5-6. ACCEPT AND FILE CALL STOP AUDIT REPORT FOR THE PERIOD OF JANUARY, FEBRUARY & MARCH 2007

7.02

- 5-7. CONSIDERATION OF CONTINUING SPONSORSHIP OF LEADERSHIP SANTA CRUZ IN ORDER TO PROVIDE EDUCATION ON TRANSPORTATION ISSUES, SERVICES AND FACILITIES

**PRELIMINARY 04/27/07 REGULAR AGENDA**

6. CONSIDERATION OF APPROVAL OF A **RESOLUTION** MODIFYING SANTA CRUZ METRO'S BYLAWS INCLUDING REFORMATTING THE REGULAR BOARD MEETINGS, AND ADDING LANGUAGE TO REQUIRE DIRECTORS TO FOLLOW CALIFORNIA LAW RE CONFLICTS OF INTEREST AND OTHER MINOR CHANGES  
Presented By: Margaret Gallagher, District Counsel  
Staff Report: Attached
7. CONSIDERATION OF MODIFICATIONS TO METRO'S PARACRUZ ELIGIBILITY AND APPEALS PROCESS REGULATION TO CONFORM THE REGULATION WITH THE ACTUAL PRACTICES, SUBSTITUTE MAC, INSTEAD OF MASTF, AS AN APPOINTING AUTHORITY TO THE APPEALS PANEL AND OTHER CHANGES  
Presented By: Margaret Gallagher, District Counsel  
Staff Report: Attached
8. CONSIDERATION OF DIRECTING STAFF TO IDENTIFY TRANSIT SYSTEMS INTERESTED IN ACQUIRING METRO'S RUBBER TIRED TROLLEY  
Presented By: Leslie R. White, General Manager  
Staff Report: Attached
9. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT FOR SUPPLEMENTAL PARATRANSIT SERVICES  
Presented By: Tom Stickel, Maintenance Manager  
Staff Report: Not Available
10. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT FOR SUPPLY AND DELIVERY OF LIQUEFIED NATURAL GAS  
Presented By: Tom Stickel, Maintenance Manager  
Staff Report: Not Available

**SECTION III: REVIEW OF 04/13/07 CLOSED SESSION**

- A. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION: District Counsel
1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS  
(Pursuant to Government Code Section 54956.8)
- a. Property: 425 Front Street, Santa Cruz, CA  
Negotiating parties: Ceil Cirillo and Leslie R. White for SCMTD Greyhound/Transportation Realty Income Partners L.P., Owner of 425 Front Street  
Under Negotiation: Price and Terms

7.03

- |    |                      |   |
|----|----------------------|---|
| b. | Property:            | 1217 River Street, Santa Cruz, CA                                       |
|    | Negotiating parties: | Leslie R. White for SCMTD<br>Dennis Stewart, Owner of 1217 River Street |
|    | Under Negotiation:   | Price and Terms   |

B. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

**SECTION IV: ADJOURN TO CLOSED SESSION**

**SECTION V: RECONVENE TO OPEN SESSION**

C. REPORT OF CLOSED SESSION

**ADJOURN**

**NOTICE TO PUBLIC**

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

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

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

The Santa Cruz Metropolitan Transit District does not discriminate on the basis of disability. The Encinal Conference Room is located in an accessible facility. Any person who requires an accommodation or an auxiliary aid or service to participate in the meeting, please contact Cindi Thomas at 831-426-6080 as soon as possible in advance of the Board of Directors meeting. Hearing impaired individuals should call 711 for assistance in contacting METRO regarding special requirements to participate in the Board meeting.

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

## BOARD OF DIRECTORS REGULAR MEETING AGENDA

APRIL 27, 2007 (Fourth Friday of Each Month)

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

**\*809 CENTER STREET\***

**SANTA CRUZ, CALIFORNIA**

**9:00 a.m. – 12:00 p.m.**

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

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

**SECTION I: OPEN SESSION - 9:00 a.m. ACTION ITEMS FOR 04/27/07 MEETING**

1. ROLL CALL
2. ORAL AND WRITTEN COMMUNICATION
  - a. New
3. LABOR ORGANIZATION COMMUNICATIONS
4. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

**04/27/07 CONSENT AGENDA**

- 5-1. APPROVE REGULAR BOARD MEETING MINUTES OF MARCH 9 & 23, 2007
- 5-2. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR DECEMBER 2006 AND APPROVAL OF BUDGET TRANSFERS
- 5-3. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR JANUARY 2007 AND APPROVAL OF BUDGET TRANSFERS
- 5-4. ACCEPT AND FILE MARCH 2007 RIDERSHIP REPORT
- 5-5. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT FOR FINANCIAL AUDIT AND TAX SERVICES
- 5-6. ACCEPT AND FILE CALL STOP AUDIT REPORT FOR THE PERIOD OF JANUARY, FEBRUARY & MARCH 2007
- 5-7. CONSIDERATION OF CONTINUING SPONSORSHIP OF LEADERSHIP SANTA CRUZ IN ORDER TO PROVIDE EDUCATION ON TRANSPORTATION ISSUES, SERVICES AND FACILITIES

**04/27/07 REGULAR AGENDA**

6. CONSIDERATION OF APPROVAL OF A **RESOLUTION** MODIFYING SANTA CRUZ METRO'S BYLAWS INCLUDING REFORMATTING THE REGULAR BOARD MEETINGS, AND ADDING LANGUAGE TO REQUIRE DIRECTORS TO FOLLOW CALIFORNIA LAW RE CONFLICTS OF INTEREST AND OTHER MINOR CHANGES  
Presented By: Margaret Gallagher, District Counsel
7. CONSIDERATION OF MODIFICATIONS TO METRO'S PARACRUZ ELIGIBILITY AND APPEALS PROCESS REGULATION TO CONFORM THE REGULATION WITH THE ACTUAL PRACTICES, SUBSTITUTE MAC, INSTEAD OF MASTF, AS AN APPOINTING AUTHORITY TO THE APPEALS PANEL AND OTHER CHANGES  
Presented By: Margaret Gallagher, District Counsel
8. CONSIDERATION OF DIRECTING STAFF TO IDENTIFY TRANSIT SYSTEMS INTERESTED IN ACQUIRING METRO'S RUBBER TIRED TROLLEY  
Presented By: Leslie R. White, General Manager
9. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT FOR SUPPLEMENTAL PARATRANSIT SERVICES  
Presented By: Tom Stickel, Maintenance Manager
10. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT FOR SUPPLY AND DELIVERY OF LIQUEFIED NATURAL GAS  
Presented By: Tom Stickel, Maintenance Manager

**SECTION II: REVIEW OF 04/27/07 CLOSED SESSION**

- A. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION: District Counsel
  1. New
- B. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

**SECTION III: ADJOURN TO CLOSED SESSION**

**SECTION IV: RECONVENE TO OPEN SESSION**

- C. REPORT OF CLOSED SESSION

**ADJOURN**

**NOTICE TO PUBLIC**

Members of the public may address the Board of Directors on a topic not on the agenda but within the jurisdiction of the Board of Directors or on the consent agenda by approaching

**7.62**

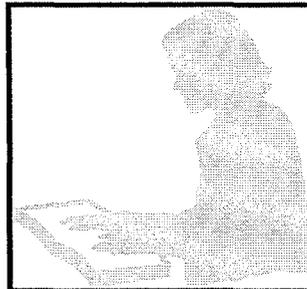
the Board during consideration of Agenda Item #2 "Oral and Written Communications", under Section I. Presentations will be limited in time in accordance with District Resolution 69-2-1.

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

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

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

## ***Eight steps to help you decide***



**Step One:** Are you a “public official” within the meaning of the rules?

**Step Two:** Are you making, participating in making, or influencing a governmental decision?

**Step Three:** What are your economic interests? That is, what are the possible sources of a financial conflict of interest?

**Step Four:** Are your economic interests directly or indirectly involved in the governmental decision?

**Step Five:** What kinds of financial impacts on your economic interests are considered important enough to trigger a conflict of interest?

**Step Six:** The important question: Is it substantially likely that the governmental decision will result in one or more of the materiality standards being met for one or more of your economic interests?

**Step Seven:** If you have a conflict of interest, does the “public generally” exception apply?

**Step Eight:** Even if you have a disqualifying conflict of interest, is your participation legally required?

RESOLUTION NO. 69-2-1  
Amended 1-21-83, 6-16-89, 8-21-92,  
4-15-94, 4-21-95, 4-27-97, 9-18-98,  
4-16-99, 11-19-99, 6-16-00, 6-08-01,  
6-15-01, 9-21-01, 02-15-02, 06-21-02,  
09-27-02, 10-10-03, 12-19-03, 09-24-04,  
and 12-17-04; 02-24-06  
On the Motion of Director: Rotkin  
Duly Seconded by Director: Hagen  
Is Hereby Amended: 02-23-07

**A RESOLUTION OF THE  
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT BOARD OF DIRECTORS  
ESTABLISHING RULES, REGULATIONS, AND PROCEDURES FOR,  
AND THE TIME AND PLACE OF MEETINGS OF THE BOARD; AND  
CREATION OF OTHER OFFICES**

**I. REGULAR MEETINGS**

**1.01 Regular Meetings; Time**

- (a) Regular meetings of the Board of Directors shall be held on the second Friday of each month from 9:00 a.m. to not later than 11:00 a.m. and on the fourth Friday of each month from 9:00 a.m. to not later than noon. The Board of Directors may extend the meeting times as necessary through Board action. Notwithstanding the foregoing, if a regular meeting falls within 5 working days of a recognized District 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.
- (b) The regular meeting agenda on the second Friday of the month shall ~~primarily be in a workshop format~~ include an Agenda Review Section to review matters that may be agendized for the Regular Board Meeting scheduled for the fourth Friday of the month. However, the Board of Directors may take action at either regular Board meeting pursuant to the agenda prepared in accordance with California law and these Bylaws.

**1.02 Regular Meetings; Place**

- (a) The Regular meeting of the Board of Directors on the second Friday of the month shall be convened in the Encinal Conference Room at Santa

7.d1

### 12.02 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. Resolutions must be adopted by a roll call vote; however, routine resolutions may be placed on the consent agenda. In the event that a Director wishes to dissent or abstain, the resolution will be removed from the consent agenda and be placed on the Regular Agenda. Resolutions may also be passed by unanimous voice vote.~~
- (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.

### 12.03 Ordinance

- (a) 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 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.
- (b) All ordinances shall be printed after passage, and maintained in the District Administrative Offices.
- (c) 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:..."
- (d) All ordinances shall be signed by the Chair of the Board or Vice-Chair and attested by the Secretary/General Manager.

## XIII. METHOD OF VOTING

### 13.01 Voice Vote

Unless a roll call vote is specifically requested by a Director, all matters, except the voting on Resolutions and Ordinances, shall be decided by voice vote. All actions of the Board of Directors shall be approved by affirmative vote of a

7.22

minimum of six voting members of the Board of Directors unless otherwise specifically required.

### **13.02 Silence Recorded as Affirmative Vote**

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

### **13.03 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, ~~and has made a full public disclosure regarding such conflict of interest.~~ If a conflict of interest is disclosed, the Director shall adhere to all California legal requirements, ~~abstain from voting, unless otherwise required by law to vote.~~

### **13.04 Unanimous Voice Votes in Lieu of Roll Call for Resolutions**

~~A Director can move the passage of a Resolution by a unanimous voice vote in lieu of a roll call. If a dissent is registered then a roll call vote shall be taken.~~

## **XIV. COMMITTEES AND APPOINTMENTS**

### **14.01 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 with these Rules and Regulations. The Secretary/General Manager shall provide adequate staffing to assist the committees in doing their work. 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. The committees shall include the following:
  - (i) Working committees or subcommittees of the Board of Directors

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

## STAFF REPORT

**DATE:** April 27, 2007  
**TO:** Board of Directors  
**FROM:** Margaret Gallagher, District Counsel  
**SUBJECT:** **CONSIDERATION OF MODIFICATIONS TO METRO'S PARACRUZ ELIGIBILITY AND APPEALS PROCESS REGULATION TO CONFORM THE REGULATION WITH THE ACTUAL PRACTICES, SUBSTITUTE MAC, INSTEAD OF MASTF, AS AN APPOINTING AUTHORITY TO THE APPEALS PANEL AND OTHER CHANGES**

### I. RECOMMENDED ACTION

**Revise METRO's ParaCruz Eligibility and Appeals Process Regulation as set forth in Attachment A**

### II. SUMMARY OF ISSUES

- There is a need to modify the language in the Santa Cruz Metropolitan Transit District's (METRO's) current ParaCruz Service Eligibility and Appeals Process Regulation to conform the language of the regulation with the actual current practices, to substitute MAC, instead of MASTF, as an appointing authority for the appeals panel and other changes.
- Proposed revisions of the regulation are highlighted in Attachment A, new language is indicated by bolded words and strike-outs indicate what words are to be deleted. A detailed explanation for each modification is included through the use of end notes in Attachment A.

### III. DISCUSSION

Prior to 2002, the eligibility process for the METRO ADA paratransit service was a paper application, which required verification of a qualifying condition by a medical professional. In 2000/01 METRO retained the services of a nationally recognized Bay Area consulting firm who specialized in transit and paratransit issues to conduct a comprehensive financial and operational audit of METRO ParaCruz which included public participation and input. As a result of the recommendations brought forth during the audit, the METRO Board of Directors adopted the current model of in-person paratransit eligibility assessments with recertifications generally being through written verification by the eligible customer that his/her condition has remained the same. The Board of Directors incorporated its paratransit service program standards into METRO's Paratransit Plan in the form of the METRO ParaCruz Customer Guide and the METRO ParaCruz Eligibility and Appeals Process Regulation.

On July 26, 2002, the Board of Directors adopted the attached regulation, which sets forth the eligibility criteria, the eligibility and recertification processes and an appeal process.

Eligibility for METRO ParaCruz is based on a functional assessment of whether the applicant can use METRO's fixed route service. If, because of a disability, the applicant cannot use the fixed route transit service, METRO will determine that he/she is eligible for METRO ParaCruz. In making all eligibility determinations and processing each appeal, METRO follows the mandates of the Americans with Disabilities Act (ADA) and its implementing regulations.

The METRO Advisory Committee (MAC) will review these proposed modifications on April 18, 2007.

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

None

#### **V. ATTACHMENTS**

**Attachment A:** METRO's ParaCruz Eligibility and Appeals Process Regulation with modifications indicated in bold (new language) and strike-outs (language to be deleted) with end note explanations for each modification.

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT**

Regulation Number: AR-1024

Computer Title: Metro ParaCruz appeal process

Effective Date: July 26, 2002

Pages: 10

**TITLE: METRO PARACRUZ SERVICE ELIGIBILITY AND APPEALS PROCESS**

---

Procedure History

DATE	SUMMARY OF REVISION	APPROVED
7/26/02	New—METRO ParaCruz Eligibility and Appeals Process	S.A.
9/26/03	Immediate need policy changes and procedural revisions	E.R.
3/28/06	Assign new Regulation Number – no change to content	L.W.
<u>4/27/07</u>	<u>Conformed regulation to current practices; Substituted MAC for MASTF as appointed authority to appeals panel, and other changes</u>	<u>Not Yet</u>

---

**I. POLICY**

- 1.01 It is the policy of Santa Cruz ~~Metro~~ METRO<sup>1.01</sup> that because it operates a fixed route system, it shall provide a paratransit service that is comparable and complementary to the fixed route service to eligible riders. Santa Cruz ~~Metro's~~ METRO's paratransit service shall be known as METRO ParaCruz.
  
- 1.02 METRO ParaCruz eligibility and appeals process shall be in accordance with the Americans with Disabilities Act (ADA) and its implementing federal regulations and shall insure that all eligible riders enjoy full access to either Santa Cruz ~~Metro's~~ METRO's fixed route service or to the METRO ParaCruz Service as appropriate. The eligibility and the appeals process for METRO ParaCruz shall be fair, effective, accurate, respectful and non-threatening.
  
- 1.03 Santa Cruz ~~Metro~~ METRO recognizes that the ADA establishes a civil right to paratransit services for individuals who cannot otherwise utilize the fixed route system whether because of their disability or because of the inaccessibility of the fixed route system. Therefore, a determination of ineligibility for such service is a serious matter.

# METRO ParaCruz Service Eligibility and Appeals Process

Effective: 7/26/02

## II. APPLICABILITY

- 2.01 This procedure is applicable to all individuals applying for METRO ParaCruz, filing an appeal regarding METRO ParaCruz eligibility and those who are current eligible riders of METRO ParaCruz.
- 2.02 This Regulation serves in conjunction with METRO's ParaCruz Customer Guide as METRO's Official Paratransit Plan<sup>2.02</sup>.

## III. ELIGIBILITY CRITERIA

- 3.01 The Manager of Operations or his/her designee shall determine whether an individual applying for METRO ParaCruz can use the fixed route service depending on his/her own circumstances.
- 3.02 The eligibility process shall ensure that only persons who meet the federal regulatory criteria, strictly applied, shall be certified as METRO ParaCruz eligible.
- 3.03 When a person applies for the METRO ParaCruz, the Manager of Operations or his/her designee shall provide all the needed forms and/or instructions. These forms and instructions may include a declaration of whether the individual travels with a personal care attendant (PCA).
- 3.04 All documents concerning eligibility will be made available in one or more accessible formats, on request. Accessible formats include computer disks, Braille documents, audiocassettes compact disk (CD), and large print documents format. These documents will also be made available in Spanish upon request.<sup>3.04</sup> A document does not necessarily need to be made available in the format a requester prefers, but it does have to be made available in a format the person can use.
- 3.05 Should an applicant have an immediate need for METRO ParaCruz services before he/she has the time to submit to an assessment, the Manager of Operations or his/her designee may certify the applicant on an immediate needs' temporary basis. This immediate needs certification shall be provided in only a limited number of cases. Immediate need certification, at a maximum, shall be valid for a period of time not to exceed 14 calendar days from the initial immediate need determination and cannot be extended. This immediate needs certification is at the sole discretion of the Manager of Operations or his/her designee and cannot be appealed. The Manager of Operations or his/her designee may require documentation in support of the immediate needs assessment. This certification will be valid until an eligibility determination has been made, preferably within

## METRO ParaCruz Service Eligibility and Appeals Process

Effective: 7/26/02

one week. Certification for an immediate need will not be evidence of eligibility for the METRO ParaCruz service. Individuals who have been certified as “immediate need” but who do not complete the eligibility process within the required 14 days, will not receive further immediate need certifications.<sup>3.05</sup>

- 3.06 An individual shall be certified to be eligible for METRO ParaCruz under any of the following circumstances:
- a. Individuals with a disability who can use an accessible vehicle, but for whom any desired trip cannot be made because the fixed route service they need to use is not yet accessible. This concept is route based, not system based.
  - b. An individual with a disability who is unable as the result of a physical or mental impairment and without the assistance of another individual (except the operator of a wheelchair lift or other boarding assistance device) to board, ride, or disembark from any vehicle on the system which is readily accessible to and useable by individuals with disabilities. This includes those who cannot “navigate” the system.
  - c. Individuals who have impairment-related conditions that prevent them from getting to or from a boarding or disembarking location. This is intended to be a very narrow exception to the general rule that difficulty in traveling to or from boarding or disembarking location is not a basis for eligibility.
- 3.07 A disability for purposes of METRO ParaCruz eligibility may be either permanent or temporary.
- 3.08 An individual may be eligible for METRO ParaCruz whose disability is intermittent.
- 3.09 METRO ParaCruz eligibility is based on a functional, rather than a medical, model. Persons are not qualified or disqualified on the basis of a specific diagnosis or disability.
- 3.10 The application of a person’s eligibility will be determined as a practical matter whether the individual can use fixed route service in his/her own circumstances. This is a transportation decision primarily, not a medical decision.
- 3.11 At the time eligibility for METRO ParaCruz is determined, it will also be decided whether the applicant needs the services of a ~~PCA~~ PCA when traveling on

## METRO ParaCruz Service Eligibility and Appeals Process

Effective: 7/26/02

METRO ParaCruz. In order for the PCA to ride free, the applicant must be registered with METRO ParaCruz as needing a PCA.

- 3.12 Eligibility for METRO ParaCruz shall be ~~limited to~~ for a maximum of three-years ~~term~~. The renewal process shall in most cases be limited to a simple process of a one-page form indicating no changes in functional ability or residential location that would impact the individual's eligibility status. In some cases an in-person assessment will be required at the discretion of the Manager of Operations or his/her designee. An in-person recertification shall only be required when documented, known facts and circumstances indicate that the eligible rider is no longer eligible for the service when the source of such information is specifically identifiable and reliable.<sup>3.12</sup>

- 3.13 Should an individual allow their eligibility to expire and then desire to utilize METRO ParaCruz services, the application shall be treated as a new application for eligibility.<sup>3.13</sup> Notwithstanding the foregoing, the entire eligibility list of current METRO ParaCruz eligible riders will undergo a re-certification process beginning on August 1, 2002 in order to determine eligibility of each rider with priority given to the most frequent users. The process utilized shall be as if the individual were making an initial application for paratransit service eligibility as set forth in these procedures except that the individual shall remain METRO ParaCruz eligible until a determination of ineligibility is sustained on appeal or the individual fails to cooperate or participate in the re-certification process. Each individual shall be notified in writing that he/she is required to undergo an in-person assessment of their eligibility status. Any determination made that finds the individual is no longer eligible for paratransit services shall be in writing and is subject to the appeal hearing process as set forth in these procedures.

## IV. ELIGIBLE VISITORS

- 4.01 METRO ParaCruz shall be provided to visitors from out of the County of Santa Cruz on the same basis as such service is provided to local residents. A visitor can become eligible for METRO ParaCruz by presenting documentation from his/her "home" jurisdiction's paratransit system. If the individual has no such documentation, the Manager of Operations or his/her designee shall require proof of visitor status and, if the individual's disability is not apparent proof of the disability. Once this documentation is presented and is satisfactory, METRO ParaCruz will be made available for a maximum of 21 days on the basis of the individual's statement that he/she is unable to use the fixed route transit system.
- 4.02 Visitors shall be provided with METRO ParaCruz based on visitor eligibility for no more than 21 days within a floating 365-day period<sup>4.02</sup>. After 21 days

## METRO ParaCruz Service Eligibility and Appeals Process

Effective: 7/26/02

(consecutive or parceled out), the individual must apply for METRO ParaCruz eligibility as provided in these procedures.

### V. ELIGIBILITY PROCESS

- 5.01 To apply for METRO ParaCruz, an applicant shall contact the Manager of Operations or his/her designee and ask to schedule an appointment for an interview. Interviews normally will take about 30 minutes. No application or user fees shall be charged to an applicant.
- 5.02 Interviews will be scheduled at the interview location nearest to the applicant's residence within 7 days of the initial contact. ~~If an individual claims that it would be a hardship to participate in an in-person assessment, the Manager of Operations or his/her designee shall determine how the eligibility process should proceed with consideration given to a paper application process including receipt of a medical certification should circumstances warrant.~~<sup>5.02</sup>
- 5.03 Upon request the applicant will be provided with transportation to and from the interview at no cost.
- 5.04 During the interview, the applicant will be asked eligibility information, travel abilities and needs in detail. An in-person assessment shall take place.
- 5.05 The interview will also provide an opportunity for the applicant to ask questions about METRO ParaCruz.
- 5.06 At the interview, the applicant may be asked to participate in further assessment, including a functional assessment.
- 5.07 The eligibility determination shall be in writing and shall be ~~made~~ **postmarked** within ~~seventwo (72)~~ **business days** of the in-person assessment. ~~Every effort will be made to notify the applicant of the determination as soon as possible thereafter.~~<sup>5.07</sup>
- 5.08 If for any reason a decision is not made within 21 calendar days, METRO ParaCruz will be provided. Once METRO ParaCruz is provided, it may be terminated only if and when the applicant is found to be ineligible.
- 5.09 If found to be eligible, a letter of eligibility and an identification card will be provided to the applicant. For those individuals granted eligibility, the documentation of eligibility shall include at least the following information: the

## METRO ParaCruz Service Eligibility and Appeals Process

Effective: 7/26/02

individual's name, the name of Santa Cruz ~~Metro~~METRO, the telephone number of Santa Cruz ~~Metro's~~METRO's paratransit administrator, an expiration date for eligibility and any conditions or limitation on the individual's eligibility including whether the individual requires the use of a PCA.

- 5.10 If found to be ineligible, and therefore denied service, a letter of explanation of ineligibility together with all appeal rights and procedures shall be provided to the applicant. An applicant may also appeal the restricted eligibility of conditional or trip-by-trip. Additional information, that the applicant feels will assist the appeals panel in reconsidering the eligibility decision, should be submitted to the appeals panel for consideration. The reasons set forth for ineligibility or restriction must specifically relate the evidence in the matter to the eligibility criteria. This information will be available upon request in accessible formats including Braille, **audiocassette**, computer disc, **CD, and large print format. It will also be available and** in Spanish.

## VI. PROCEDURE FOR INITIATING APPEAL

- 6.01 Applicants who believe an eligibility determination for METRO ParaCruz was made in error or who disagrees with the original certification decision may appeal the eligibility determination/certification decision within 60 days of the denial of an applicant's application.
- 6.02 Applicants shall complete the attached Appeal Form or shall provide the following information to the Santa Cruz ~~Metro~~METRO, although the Appeal Form must be signed by the applicant before or at the hearing to confirm that the contents of the appeal are accurate:
- a. Applicants name, address and phone number;
  - b. Reason why the determination was incorrect;
  - c. Any information supporting the appeal.
- 6.03 An appeal hearing shall be scheduled within 30 days of receipt of the Appeal with a decision on the appeal provided to the applicant within 10 days of the Appeal Hearing. If an applicant wants to continue the appeal hearing, the hearing will be continued one time. If a decision on the appeal is not rendered within 30 days of the completion of the Appeal hearing, then the Applicant shall be provided with METRO ParaCruz service until a decision of ineligibility on the appeal is rendered.

## VII. COMPOSITION OF APPEALS PANEL

- 7.01 A three-member panel will hear each eligibility appeal for METRO ParaCruz. Each panel will include the General Manager or his/her designee, a METRO

## **METRO ParaCruz Service Eligibility and Appeals Process**

**Effective: 7/26/02**

Advisory Committee (MAC) MASTF appointed representative, and an individual who works with persons with disabilities. The District Counsel Manager of Operations or his/her designee will recruit and provide training on an annual basis for a sufficient number of potential panel members to assure the ability to schedule appeals meetings as often as needed. <sup>7.01</sup> Training for appeals panel members will focus upon Federal ADA paratransit eligibility criteria and upon the procedures for conducting an appeals hearing. Each panel member will receive \$25.00 per appeal hearing except METRO employees.

- 7.02 The eligibility appeal panel members shall keep the information pertaining to an individual's appeal confidential including all medical information unless ordered by a court of competent jurisdiction to release the information. Santa Cruz METRO shall be permitted to utilize information provided during the eligibility and appeal process or generated as a result of the eligibility and appeal process to defend a determination rendered by the appeals panel.
- 7.03 This appeal panel may also be used for other METRO ParaCruz service issues including declaring a METRO ParaCruz rider ineligible for service, suspending METRO ParaCruz service and "NO Show" determinations.

### **VIII. ROLE OF THE MANAGER OF OPERATIONS**

- 8.01 The Manager of Operations or his/her designee will act as host at the appeal hearing and will provide administrative support for each appeal ~~meeting~~ hearing, but will not directly participate in the deliberations and determinations made by the panel. The Manager of Operations or his/her designee will be responsible for the following:
- a. Receiving appeals from applicants.
  - b. Scheduling appeals hearings within thirty days of the initiation of the appeal.
  - c. Notifying panel members and applicants of the date, time and place for scheduled appeal hearings.
  - d. Arranging free transportation to and from the appeals hearings for all applicants who request it.
  - e. Maintaining accurate records of appeals activities, including final determinations and statements of justification for each determination.

## METRO ParaCruz Service Eligibility and Appeals Process

Effective: 7/26/02

- f. Providing written notice for applicants of the appeal determination within ten (10) days of the appeal hearing.
- g. Attending the Appeals Hearing (consistent with the requirements of Section 9.03), explaining METRO's eligibility determination and responding to questions of the Appeals Panel<sup>8.01</sup>.**

### IX. HEARING PROCEDURES

- 9.01 Each appeal panel member will receive a copy of the ~~certification~~ **eligibility assessment** records for each applicant making an appeal. Applicants will be welcome to submit written documentation of their choosing in support of the appeal. Applicants **must attend the appeal hearing and answer questions posed by the appeal panel<sup>9.01</sup>**. **Applicant** will, **however**, have the right to be assisted by any person of their choosing at the appeal hearing.
- 9.02 To help assure that appeals hearing are non-threatening, one member of the appeals panel will be designated as chair for each appeal **hearing<sup>9.02</sup>**. That panel member will be primarily responsible for asking questions and conducting the appeal hearings in a professional and friendly manner. Any panel member may ask questions or seek clarifications as needed, but, for the most part, the chair will be responsible for directly communicating with the applicant and/or advocate. When necessary the appeal panel may refer the applicant for a functional reassessment to determine eligibility.
- 9.03 The chair will welcome all participants for each appeal hearing. Following introductions, the chair will invite the Manager of Operations or his/her designee, who acts as host, to summarize the nature of the ADA paratransit eligibility criteria and the basis for the determination. The Manager of Operations or his/her designee shall present any oral or written evidence in support of the determination, however, all written evidence must be provided to the applicant at least ten (10) days in advance of the hearing. The applicant can request that the individual hosting the ParaCruz eligibility determination not remain in the hearing after the initial presentation. The Appeals Panel shall decide whether to grant the request after allowing the parties to address the request. The applicant and/or his/her advocate will then have an opportunity to state why he/she disagrees with the original determination. The remainder of the appeals evaluation will be conducted by asking a series of open-ended questions that focus on aspects of the functional ability of applicants to use accessible public transit services in Santa Cruz.

### X. APPEALS CHECKLIST

## METRO ParaCruz Service Eligibility and Appeals Process

Effective: 7/26/02

- 10.01 To help insure fairness and consistency, a checklist of issues will be reviewed by the members of the appeal panel at the commencement of the appeal hearing and those questions will be asked of the applicant and/or the advocate if applicable. The chair may phrase specific questions in any manner that seems appropriate or helpful given the apparent communication abilities of the applicant and the particular issues that arise.
- 10.02 The issues that will be addressed at each appeal hearing, if applicable, will include:
- a. Confirm information collected during certification interview:
    - Name
    - Address and Phone
    - Condition
    - Mobility Device
  - b. Is the applicant able to independently walk or wheel to and from bus stops?
  - c. Is the applicant able to board/deboard an accessible bus (using stairs, a ramp, or a lift)?
  - d. Is the applicant able to ride the bus, whether as a standee, or only if seated, or only if seated and secured?
  - e. Is the applicant able to collect and understand transit route information?
  - f. Is the applicant able to count and handle money to pay bus fare including bills and coins?
  - g. Are there any special circumstances that sometimes would prevent the applicant from completing a desired bus trip?
- 10.03 The appeal hearing chairperson will invite the applicant and/or his/her advocate to make any additional statements regarding factors that may prevent the applicant from independently using accessible transit services.
- 10.04 Following all questions and statements the chairperson will thank the applicant and his/her advocate for their cooperation. Afterwards, the three-member panel will deliberate in private and seek to reach by consensus an appropriate determination. If consensus is not possible, then the determination will be based on a vote of at least two to one, to sustain the initial decision of denial, restricted conditional or restricted trip-by-trip eligibility. The determination of the appeals panel shall be final. The Chair shall prepare a written decision which decision.

**METRO ParaCruz Service Eligibility and Appeals Process**

**Effective: 7/26/02**

which shall set forth the decision and the written and oral evidence that was considered by the panel including the reasons why the appeal was denied if that is the decision. A copy of the written decision shall be provided to the applicant.

**METRO ParaCruz Service Eligibility and Appeals Process**

**Effective: 7/26/02**

**ADA PARACRUZ SERVICE ELIGIBILITY APPEAL FORM**

TO: ~~METRO ParaCruz Eligibility Coordinator~~ Manager of Operations  
~~METRO Center~~ Santa Cruz METRO  
~~920 Pacific Avenue, Suite 21~~ 1200 River Street  
Santa Cruz, CA 95060

Name of Applicant: \_\_\_\_\_

Address of Applicant: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Mailing Address (if different from above): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone number: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Reason Why the Determination was Incorrect: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Applicant's Signature or Parent's Signature if  
Applicant is a Minor

\_\_\_\_\_  
Date

\* ATTACH ANY SUPPORTING DOCUMENTATION THAT YOU WISH THE  
APPEAL PANEL TO CONSIDER.

8. all

**METRO ParaCruz Service Eligibility and Appeals Process**  
**Effective: 7/26/02**

1.01 Corrections are being made to capitalize METRO throughout the document.

2.02 METRO's Paratransit Plan sets forth METRO's legally compliant paratransit program. Federal Courts have held that a public entity must provide its paratransit service in accordance with its Paratransit Plan. Providing service not in accordance with the plan is the prohibited discrimination.

3.04 Accessible information must be available upon request.

3.05 The immediate needs certification, which goes beyond ADA requirements, is being given greater clarification regarding the length of the certification.

3.12 Language is being deleted that is no longer applicable. Language is being added to clarify that the certification period is for a maximum of three years. Additionally, language is being added to clarify when an in-person recertification may be required.

3.13 Language is being deleted that is no longer applicable. Language is being added to explain that if certification lapses, the rider will have to submit a new application.

4.02 Language is being added to provide clarification as allowed by the federal regulations.

5.02 Language is being deleted that is not required by the ADA or its regulations. No rider has ever received a hardship determination to avoid compliance with the in-person assessment.

5.07 The eligibility determination needs a minimum of seven days rather than only two days.

7.01 MASTF is being replaced with MAC as an appointing authority to the Appeals Panel. District Counsel is being assigned to provide training to the Appeals Panel on an annual basis.

8.01 Language is being added to clarify the duties of the Manager of Operations and/or his/her designee during the Appeals Hearing.

9.01 The Applicant will not be required to attend the Appeal Hearing giving the Appeals Panel the opportunity to ask questions directly of the Applicant and make its determination from direct evidence rather than hearsay.

9.02 Language is being added for clarification. The content of the section is not being changed.

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** April 27, 2007  
**TO:** Board of Directors  
**FROM:** Les White, General Manager  
**SUBJECT:** **CONSIDERATION OF DIRECTING STAFF TO IDENTIFY TRANSIT SYSTEMS INTERESTED IN ACQUIRING METRO'S RUBBER TIRED TROLLEY**

## I. RECOMMENDED ACTION

**That the Board of Directors instruct the General Manager to identify and solicit interest from transit systems that may be able to purchase the METRO/City of Santa Cruz Trolley Replica vehicle and discuss the issue with the City of Santa Cruz.**

## II. SUMMARY OF ISSUES

- In February of 2002, the Board of Directors directed staff to procure a Trolley replica vehicle for use in the operation of the Santa Cruz Beach Shuttle.
- At that time, the City of Santa Cruz provided the local share of 20% for the trolley.
- The cost of the trolley when purchased was \$362,233.
- Shortly after delivery of the trolley replica, the City of Santa Cruz ceased the funding for the operation of the Beach Shuttle.
- The trolley has seen limited operation since that time.
- FTA monitors the use of federally funded assets used in the provision of mass transit service.
- METRO is scheduled to receive a Triennial Review this year, and the limited use of the trolley replica is expected to be discussed.
- One option that is available for METRO to address the "underused" trolley replica is to do a "federal assets transfer", whereby another transit system can agree to have the bus transferred to them for the undepreciated value of the local share of the vehicle.

## III. DISCUSSION

In February of 2002, the Board of Directors asked staff to amend an existing FTA grant to purchase a trolley replica vehicle. Members of the Board from the City of Santa Cruz were interested in using a rubber-tired trolley to run on the Santa Cruz Beach Shuttle, and they offered to pay the 20% share of the grant. The trolley was purchased for a cost of \$362,233, with the

local share amounting to \$73,354. Shortly after the delivery of the trolley, the City of Santa Cruz ceased funding for the Beach Shuttle (last year of operation was 2004), and the trolley has seen very limited usage. The chart below summarizes the mileage for the trolley

Date	Mileage
June 2003	2,850
June 2004	2,748
June 2005	1,310
October 2006	112
March 2007	128

METRO is required to certify that all assets purchased with federal funds are actively used for the provision of mass transit services. This year METRO is scheduled for a Triennial Review that is conducted by FTA. As part of that review, they evaluate the number of buses in the fleet. As can be seen from the above chart, the trolley is not actively used for service. The FTA allows for the transfer of federal assets that are not eligible for replacement to other transit agencies. The federal share of the asset is transferred and the undepreciated value of the local share is paid to the agency as reimbursement for the asset.

Staff is recommending that the Board direct staff to identify other transit agencies that may be interested in acquiring METRO's trolley replica vehicle. Should this be done, there will be a depreciated refund of the local share from the purchase of the trolley. Staff is also recommending that staff discuss the issue of the trolley replica vehicle with the City of Santa Cruz.

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

Should another transit agency acquire the trolley replica vehicle, it will result in a refund of the depreciated portion of the local share. These funds shall be returned to the City of Santa Cruz.

#### **V. ATTACHMENTS**

**None**

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 13, 2007



TO: Board of Directors

FROM: Mark Dorfman, Assistant General Manager

SUBJECT: **CONSIDERATION OF INCREASING LIABILITY INSURANCE TO \$30 MILLION**

## ACTION REQUESTED AT THE APRIL 13, 2007 MEETING

### I. RECOMMENDED ACTION

**That the Board of Directors instruct staff to make no change to the liability insurance levels for METRO.**

### II. SUMMARY OF ISSUES

- METRO is a member of the California Transit Insurance Pool (CalTIP).
- Our liability insurance is secured through CalTIP and METRO has a seat on the Board of Directors.
- Insurance quotes are solicited this time of the year for CalTIP.
- METRO is currently insured up to \$20,000,000 for liability coverage.
- As part of the quotes, an optional layer of coverage from \$20,000,001 to \$30,000,000 was priced for member agencies to optionally consider.

### III. DISCUSSION

METRO purchases its liability and property damage insurance through the California Transit Insurance Pool (CalTIP). The California Transit Insurance Pool (CalTIP) is a joint powers insurance authority organized under California law in 1987 in response to the lack of liability insurance coverage from the commercial insurance market. CalTIP combines the resources of public transit operators to minimize risk, increase buying power, and provide stable, affordable insurance to its members.

CalTIP is a self-insurance program for approximately 35 public transit operators. Rather than pay premiums to a commercial insurance company, CalTIP members pool funds to obtain affordable insurance coverage, claims administration, and safety and loss control programs. CalTIP is governed by representatives of member transit operators which





ensures that the programs remain competitive with commercial offering and continue to evolve to meet the changing needs of public transit operators.

Each year at this time, CalTIP solicits quotes for its insurance needs. The program currently allows member agencies to purchase liability insurance up to \$20 million of coverage, and have deductible levels of either \$0, \$25,000, \$50,000, \$100,000, or \$250,000. METRO has used a \$250,000 deductible, which allows us to essentially remain self-insured up to \$250,000.

Currently, the insurance is layered in the following manner:

- From the members deductible to \$1 million – CalTIP Pool
- Up to \$2 million - Government Entities Mutual (GEM) Public Entity Pools
- Up to \$5 million - Munich American Reinsurance (MunAmRe)
- Up to \$10 million - Lexington Insurance Company (AIG)
- Up to \$20 million – Arch Specialty Insurance

The member agencies asked that quotes be solicited to determine the costs of adding a layer of insurance taking the maximum up to \$30 million from the current \$20 million. Arch Specialty Insurance has provided a quote and the additional cost for METRO to add this layer of coverage would amount \$43,622. CalTIP requires a response by April 20, 2007.

Staff is not recommending that the Board increase the liability insurance level at this time as the incremental cost appears to be high. In comparison, for the \$10 million to \$20 million layer, our premium amounts to \$67,248. In the entire history of CalTIP, the largest claim has never exceeded the \$5 million dollar level. Staff feels that this should be monitored and revisited should the cost for this liability level be priced at a more reasonable level.

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

If the staff recommendation is adopted, there is no financial impact.

#### **V. ATTACHMENTS**

**None**



# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** April 13, 2007

**TO:** Board of Directors

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

**SUBJECT:** **CONSIDERATION OF DIRECTING THE GENERAL MANAGER TO WITHDRAW THE REQUEST TO THE CITY OF SANTA CRUZ FOR THE REMOVAL OF PARKING ON THE SOUTHBOUND LANES OF OCEAN STREET ON THE WEEKENDS FROM MEMORIAL DAY TO LABOR DAY.**

## ACTION REQUESTED AT THE APRIL 13, 2007 BOARD MEETING

### I. RECOMMENDED ACTION

**That the Board of Directors direct the General Manager to withdraw the request to the City of Santa Cruz for the removal of parking on the Southbound lane of Ocean Street on the weekends from Memorial Day to Labor Day.**

### II. SUMMARY OF ISSUES

- The METRO Routes (Highway 17 and Route 35) using Ocean Street experience significant delays due to the Summer tourist traffic that is generally destined for the Santa Cruz Beach Boardwalk area on the weekends.
- METRO staff members have been examining areas where on-time performance is problematic and attempting to develop strategies that would improve service, while not significantly increasing costs.
- As a result of the examination of the Ocean Street area between Highway 17 and Water Street it was determined that Summer Weekend on-time performance would be enhanced by the conversion of the Southbound on-street parking lane to a bus/bike lane from the hours of 10:00AM to 5:00PM.
- The businesses in the area were examined to determine the impact of parking loss on to determine if adjacent side street parking was available to replace the lost Ocean Street parking or if the businesses had adequate on-site parking to where the loss of the Ocean Street spaces was manageable.
- In the process of examining the Ocean Street congestion issue it was also determined that the time saved by the bus/bike lane on Ocean Street would allow METRO to extend the weekend Highway 17 service to the vicinity of the Beach Boardwalk which would partially compensate for the absence of the Beach Shuttle that was discontinued after 2004.

- On March 5, 2007 I sent a letter to the City of Santa Cruz requesting consideration of the conversion of the Southbound on-street parking to a weekend bus/bike lane from 10:00AM to 5:00PM.
- On March 8, 2007 the CEO of the Santa Cruz County Conference and Visitors Council sent a letter to the City of Santa Cruz Transportation Commission expressing “strong reservations” regarding the METRO parking proposal.
- On March 14, 2007 the City of Santa Cruz Transportation Commission (CTC) considered the request from METRO with regard to weekend Summer parking on Ocean Street and voted 5-2 to recommend approval to the Santa Cruz City Council.
- Subsequent to the Santa Cruz CTC action the CEO of the Santa Cruz County Conference and Visitors Council has contacted businesses, community leaders, and some Members of the Board of Directors to express concern and opposition to the METRO parking proposal.
- On April 3, 2007 the CEO of the Santa Cruz County Conference and Visitors Council issued a “Call to Action” designed to mobilize the community to contact the Santa Cruz City Council to express their concerns and opposition to the METRO proposal.
- Unfortunately the parking proposal opposition is resulting in many individuals expressing overall condemnation of METRO as an agency and questioning the necessity of public transit service in the community.
- Community acceptance and respect is critical for an agency such as METRO to have the type of positive community impact that it was created to deliver and this is being undermined by the reaction to the Ocean Street Summer Weekend Parking Proposal.
- While the potential benefits of improved Ocean Street weekend transit remain desirable I do not believe that they outweigh the negative impact that the proposal is having on the community.
- I recommend that the Board of Directors instruct me to contact the City of Santa Cruz and formally withdraw the proposal to limit parking on Ocean Street on weekends in the Summer.

### **III. DISCUSSION**

The METRO Routes (Highway 17 and Route 35) using Ocean Street experience significant delays due to the Summer tourist traffic that is generally destined for the Santa Cruz Beach Boardwalk area on the weekends. METRO staff members have been examining areas where on-time performance is problematic and attempting to develop strategies that would improve service, while not significantly increasing costs. As a result of the examination of the Ocean Street area between Highway 17 and Water Street it was determined that Summer Weekend on-time performance would be enhanced by the conversion of the Southbound on-street parking lane to a bus/bike lane from the hours of 10:00AM to 5:00PM. The businesses in the area were examined to determine the impact of parking loss on to determine if adjacent side street parking

was available to replace the lost Ocean Street parking or if the businesses had adequate on-site parking to where the loss of the Ocean Street spaces was manageable. I have attached a copy of the proposal, and the parking information that was developed, to this Staff Report. In the process of examining the Ocean Street congestion issue it was also determined that the time saved by the bus/bike lane on Ocean Street would allow METRO to extend the weekend Highway 17 service to the vicinity of the Beach Boardwalk which would partially compensate for the absence of the Beach Shuttle that was discontinued after 2004.

On March 5, 2007 I sent a letter to the City of Santa Cruz requesting consideration of the conversion of the Southbound on-street parking to a weekend bus/bike lane from 10:00AM to 5:00PM. On March 8, 2007 the CEO of the Santa Cruz County Conference and Visitors Council sent a letter to the City of Santa Cruz Transportation Commission expressing "strong reservations" regarding the METRO parking proposal.

On March 14, 2007 the City of Santa Cruz Transportation Commission (CTC) considered the request from METRO with regard to weekend Summer parking on Ocean Street and voted 5-2 to recommend approval to the Santa Cruz City Council. I have attached a copy of the Agenda Report that was submitted to the Santa Cruz City Transportation Commission.

Subsequent to the Santa Cruz CTC action the CEO of the Santa Cruz County Conference and Visitors Council has contacted businesses, community leaders, and some Members of the Board of Directors to express concern and opposition to the METRO parking proposal. On April 3, 2007 the CEO of the Santa Cruz County Conference and Visitors Council issued a "Call to Action" (attached) designed to mobilize the community to contact the Santa Cruz City Council to express their concerns and opposition to the METRO proposal.

Unfortunately the parking proposal opposition is resulting in many individuals expressing overall condemnation of METRO as an agency and questioning the necessity of public transit service in the community in general. Community acceptance and respect is critical for an agency, such as METRO, to have the type of positive community impact that it was created to deliver and this is being undermined by the reaction to the Ocean Street Summer Weekend Parking Proposal. While the potential benefits of improved Ocean Street weekend transit remain desirable I do not believe that they outweigh the negative impact that the proposal is having on the community.

I recommend that the Board of Directors instruct me to contact the City of Santa Cruz and formally withdraw the proposal to limit parking on Ocean Street on weekends in the Summer.

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

The withdrawal of the proposal to limit parking on Ocean Street on weekend during the Summer will have no financial impact on the METRO Operating Budget as the on-time improvement actions and the Highway 17 service extensions will not be implemented.

**V. ATTACHMENTS**

- Attachment A:** Letter to Mark Dettle from Les White-March 5, 2007
- Attachment B:** METRO Bus/Bike Lane Proposal
- Attachment C:** March 14, 2007 Santa Cruz CTC Agenda Information
- Attachment D:** April 3, 2007 Santa Cruz County Conference and Visitors Council "Call to Action"

*Santa Cruz Metropolitan  
Transit District*



**Attachment A**

March 5, 2007

Mark Dettle, Director  
Santa Cruz Public Works Department  
809 Center Street, Room 201  
Santa Cruz, CA. 95060

Subject: Proposed Ocean Street Summer Parking Restrictions

Dear Mr. Dettle, *Mark*

The purpose of this letter is to request that the City consider restricting weekend parking on the southbound side of Ocean Street between Highway 17 and Water Street. Our request is for all weekend days from Memorial Day weekend through and including Labor Day weekend between the hours of 10:00 AM and 5:00 PM.

As you may know, for years METRO has struggled to maintain on-time performance on the Highway 17 Express and the Route 35 as the routes come inbound to downtown Santa Cruz on summer weekends. This is especially problematic for the Route 35 because, upon arrival at METRO Center, the bus often departs rather quickly on another route. For the Highway 17, the connectivity issues are so acute that last year the METRO Bus Riders Union advocated a routing change to avoid Ocean Street altogether. This would have eliminated the important transfer stop we have at Ocean and Water.

To avoid the heavy congestion encountered on Highway 17 we currently operate a standard detour of exiting Highway 17 at Pasatiempo and using El Rancho to Emeline to Grant, and then back to Ocean Street. We use this detour to avoid as much of the weekend tourist traffic as possible while continuing to serve our stops on Ocean Street.

We hope you can consider our request and please let me know if there is any further information we can provide you.

Sincerely,

Leslie R. White  
General Manager

Cc: Mark Dorfman, Assistant General Manager  
Ian McFadden, Transit Planner  
File

*11.a1*

# Santa Cruz METRO

## Ocean Street Bus/Bike Lane Proposal

11.9.1



Attachment B

# Problem

- **Buses are stuck Saturday & Sunday in Ocean Street Beach Traffic.**
- **Delay on Ocean Street breaks transfer connections for Route 17 & 35 passengers, approximately 60 passengers per hour.**
- **Late bus arrivals at Metro Center delay subsequent trip departures, impacting hundreds of passengers throughout the County.**

11.62



METRO

# Proposal

- **Eliminate on-street Parking, summer weekends on southbound Ocean Street.**
- **Substitute alternate cross-street parking spaces for sacrificed Ocean St. spaces.**
- **Use southbound bike lane between H17 and Water St. for Buses & Bikes**

11.63



METRO

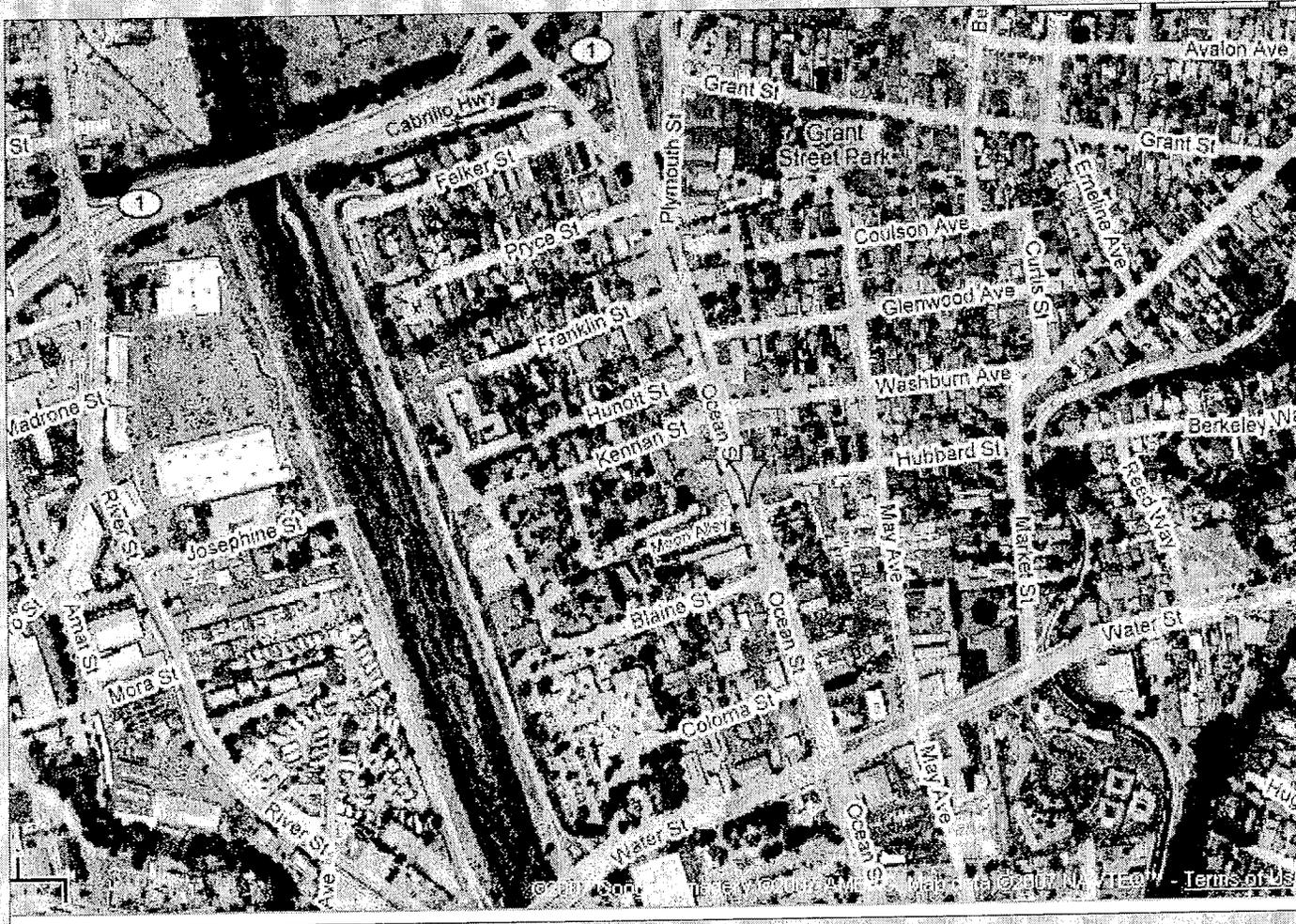
# Purpose

- **Bypass Gridlock on Ocean Street**
- **Enhance Alternative Transportation Use**
- **Improve Visitors' Travel to Santa Cruz**
- **Attract New Bus Riders**
- **Demonstrate the Feasibility of a shared Bus/Bike Lane**

11:54



# Project Limits

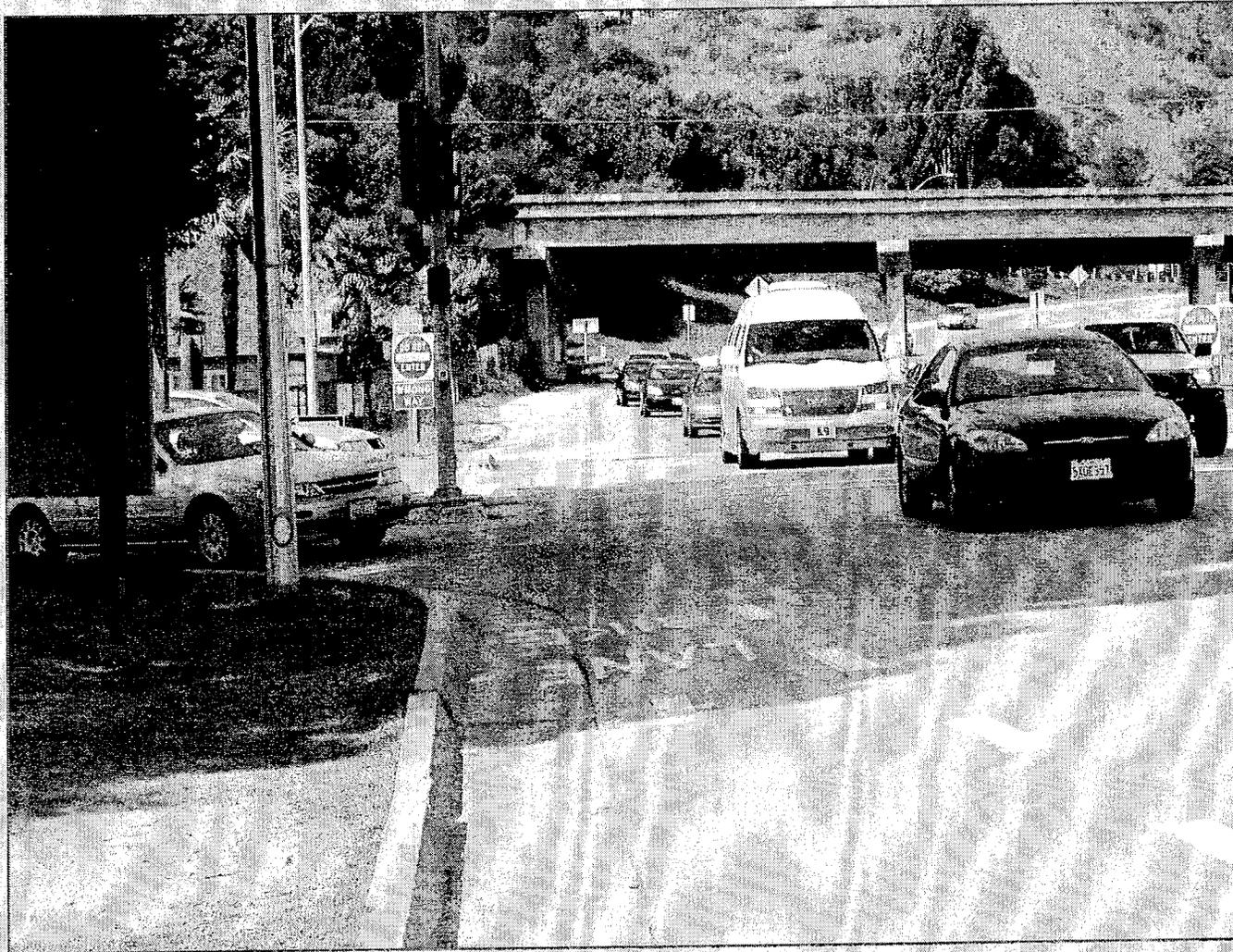


11.95



METRO

# Begin: Ocean Street Extension

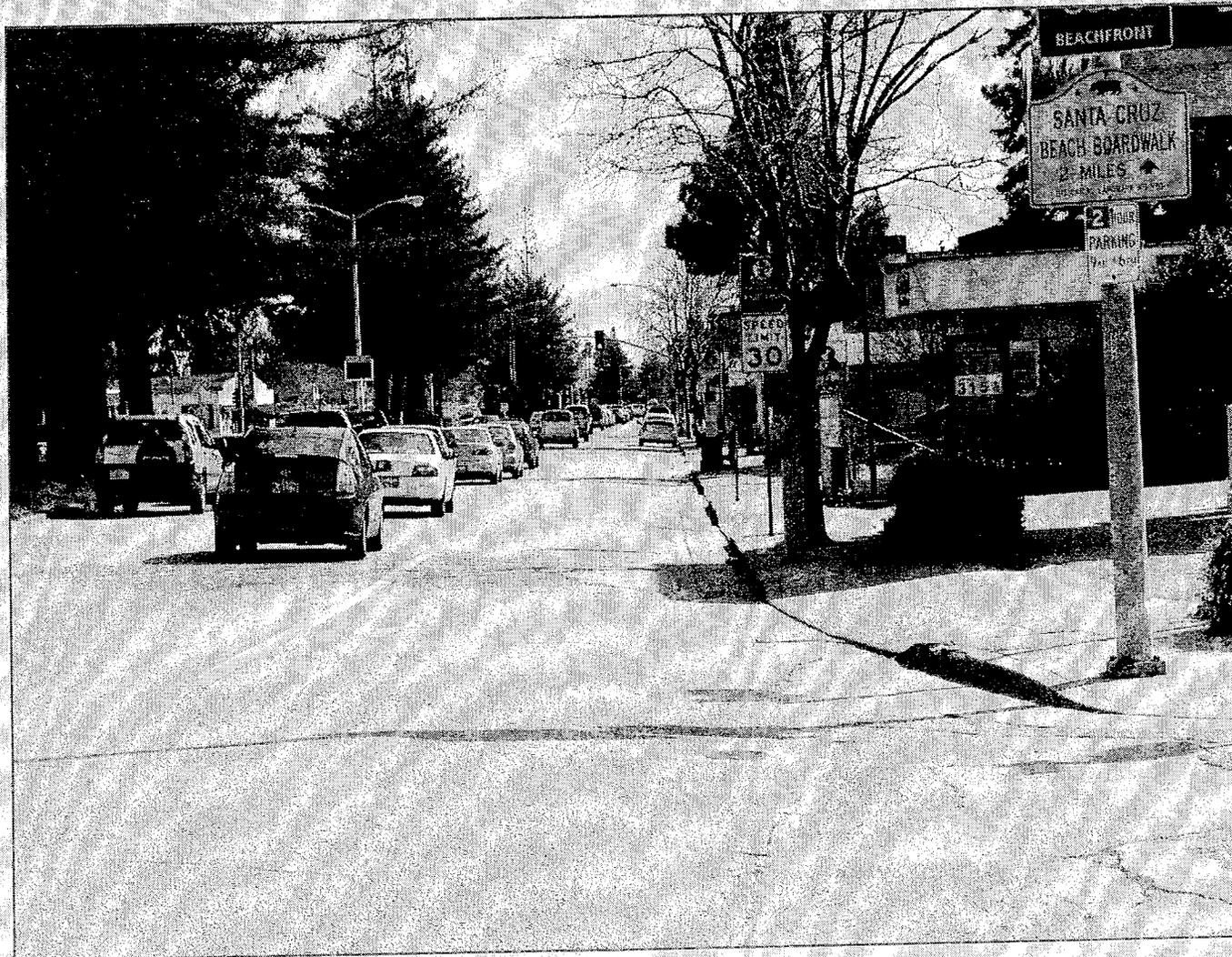


11.66



METRO

# Ocean Street Southbound

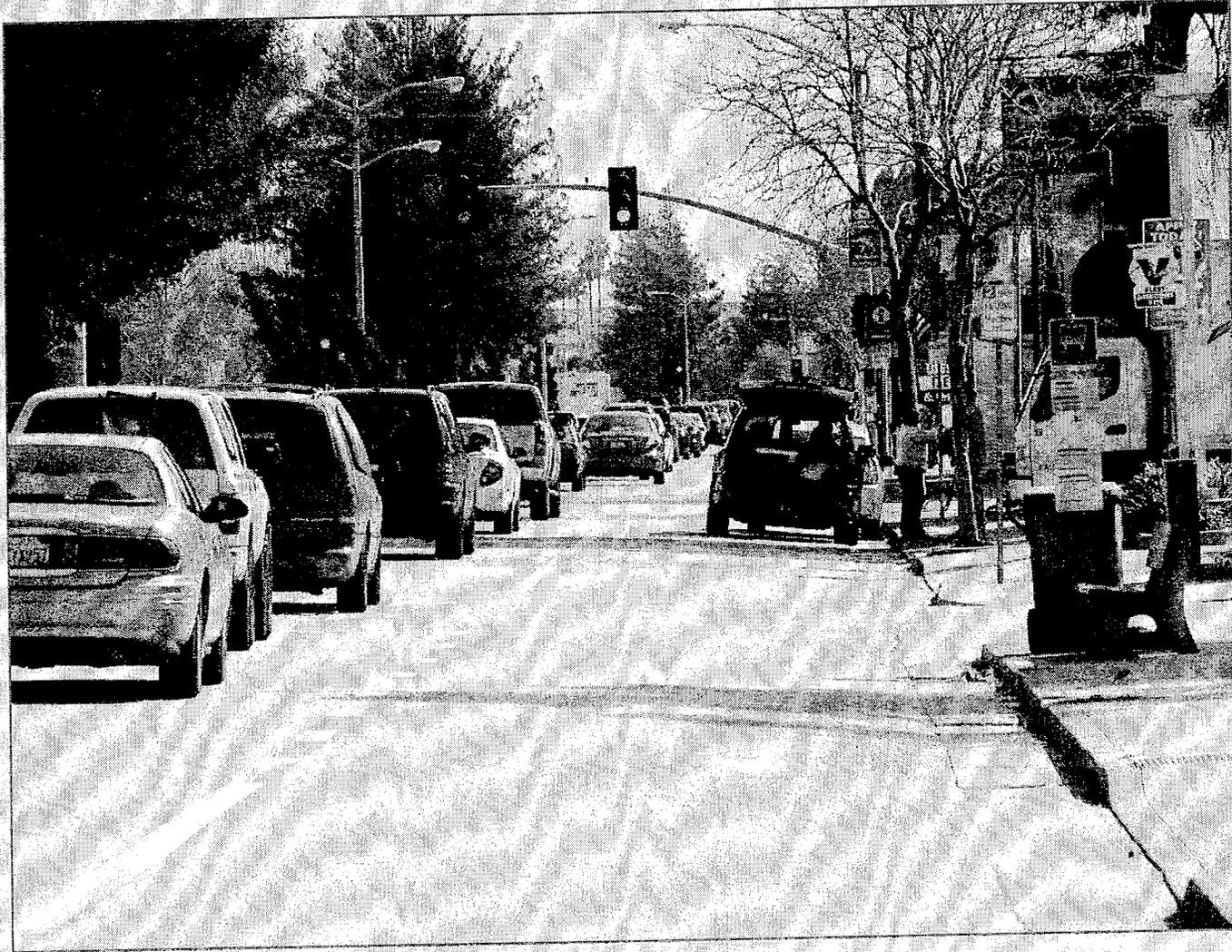


11.87



METRO

# Visitors Information



11.68



METRO

# Possible Pavement Markings



11.89



METRO

# Parking Impact

Business	Address	Hours on Saturday	Hours on Sunday	Street	Off-Street
Hampton Inn	Ocean Street	24 Hours	24 Hours	N/A	41
Sav-On Gasoline	1415 Ocean Street	24 Hours	24 Hours	2	5
Farrells Donuts	Franklin/Ocean Street	24 Hours	24 Hours	1	22
Valero	1319 Ocean Street	24 Hours	24 Hours	2	8
Century 21	1307 Ocean Street	9:30am-4:30pm	9:30am-4:30pm	2	13
Enterprise Rent-A-Car	1303 Ocean Street	9:00am-12:00pm	Closed	0	14
Santa Cruz Floral	1225 Ocean Street	9:30am-2:00pm	Closed	1	0
Santa Cruz Business Machines	1221 Ocean Street	Closed	Closed	2	0
Santa Cruz County Visitors Bureau	1211 Ocean Street	9:00am-5:00pm	10:00am-4:00pm	1	0
Empty Lot	1109 & 1111 Ocean Street	N/A	N/A	3	22
Western Dental	1107 Ocean Street	8:00am-4:00pm	Closed	5	21
Quality Inn	1101 Ocean Street	24 Hours	24 Hours	2	47
National 9 Motel	1050? Ocean Street	24 Hours	24 Hours	2	32
Kelly Moore Paints	1001 Ocean Street	8:00am-5:00pm	9:00am-4:00pm	2	12
Budget Rental	919 Ocean Street	8:30am-4:30pm	9:30am-3:30pm	0	22
Santa Cruz Diner	909 Ocean Street	24 Hours	24 Hours	6	35
Union 76	805 Ocean Street	24 Hours	24 Hours	N/A	10
<b>TOTAL</b>				<b>31</b>	<b>247</b>

01911



METRO

# Hampton Inn

1505 Ocean St.  
No On-Street / 41 Off-Street



11:911

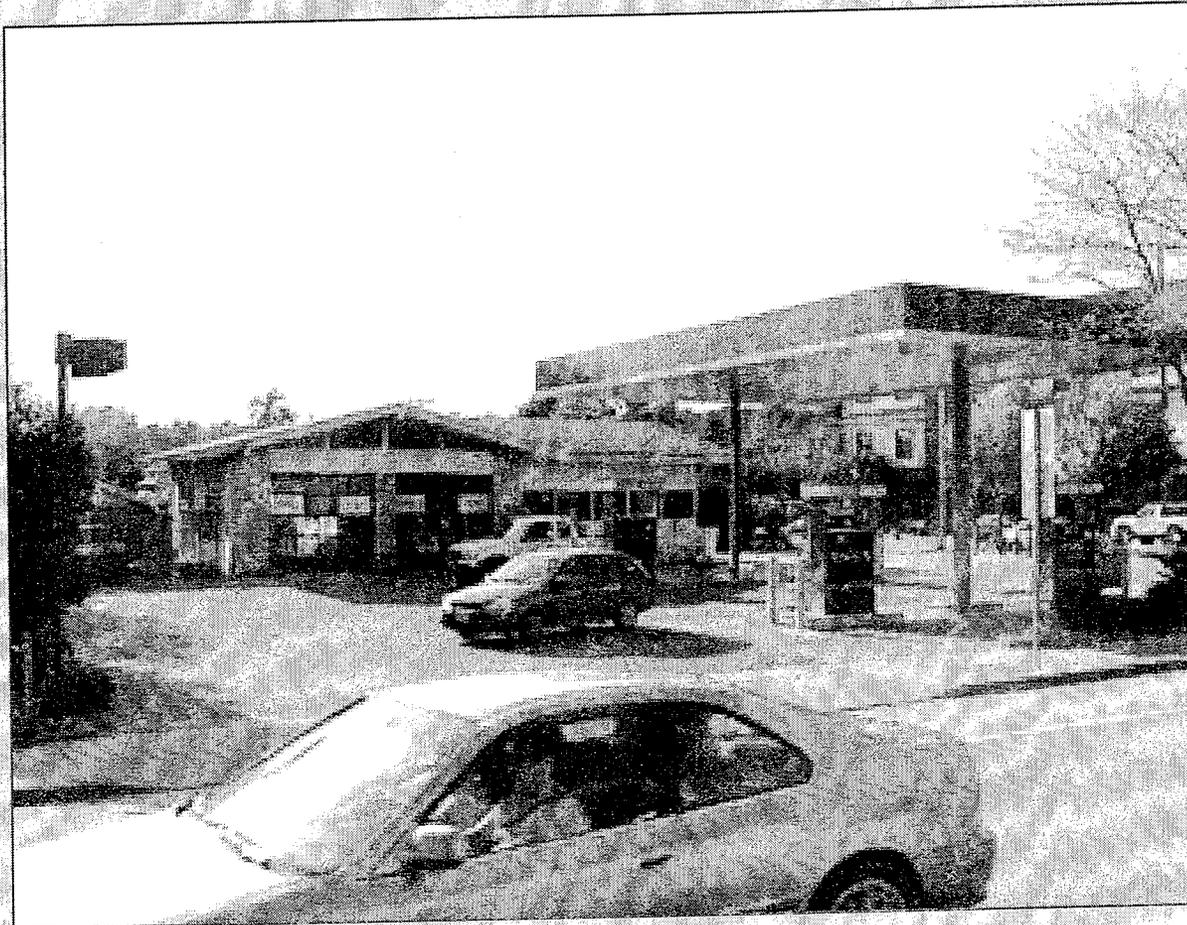


METRO

# Sav-On Gasoline

1415 Ocean St.

2 On-Street / 5 Off-Street



11.8.12

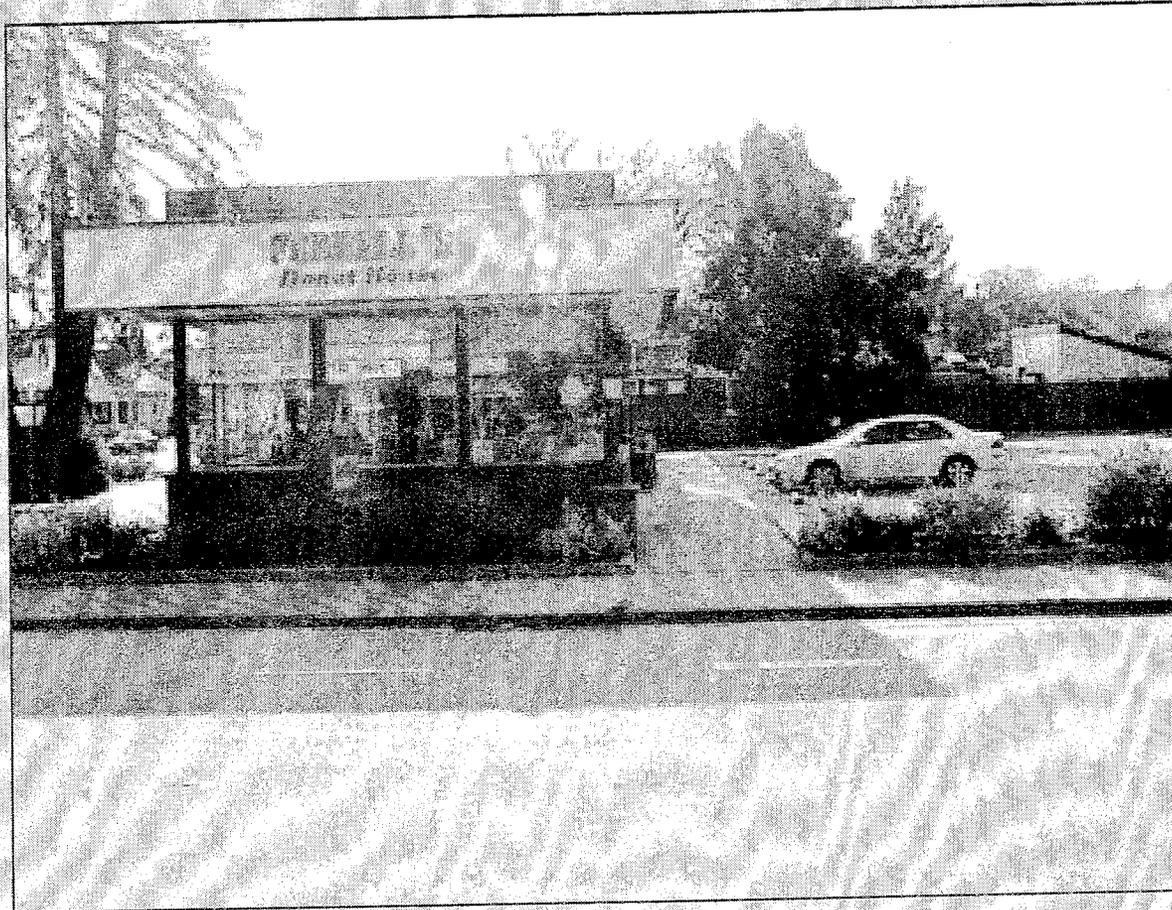


METRO

# Ferrell's Donuts

1403 Ocean St.

1 On-Street / 22 Off-Street



11.613



METRO

# Valero

1319 Ocean St.

2 On-Street / 8 Off-Street



11.814

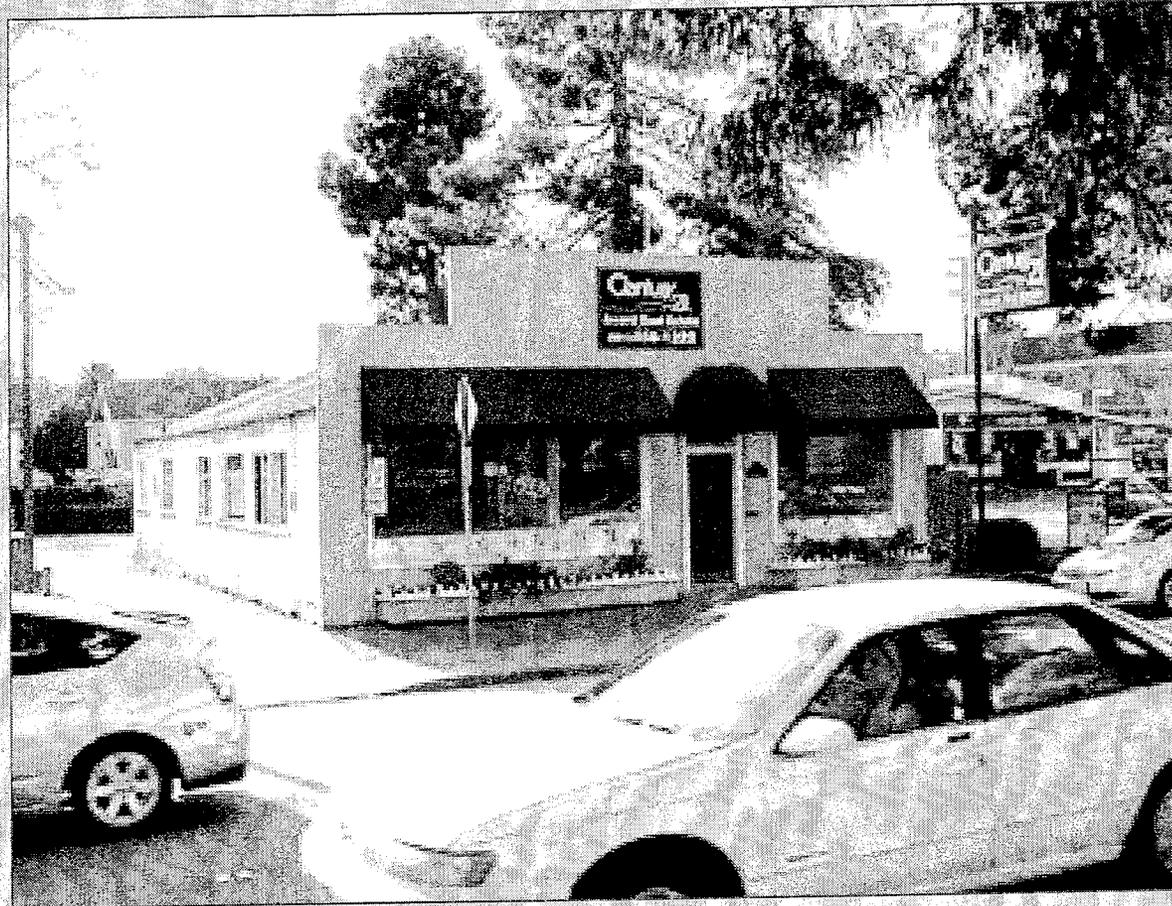


METRO

# Century 21

1307 Ocean St.

2 On-Street / 13 Off-Street



11.815



METRO

# Enterprise

1303 Ocean St.

0 On-Street / 14 Off-Street



11.616



METRO

# Santa Cruz Floral

1225 Ocean St.

1 On-Street / 0 Off-Street



11.8.17



METRO

# Substitute Parking Spaces

for Santa Cruz Floral  
Hunolt St



11.6.18



METRO

# Santa Cruz Business Machines

1221 Ocean St.

2 On-Street / 0 Off-Street



11.9.19

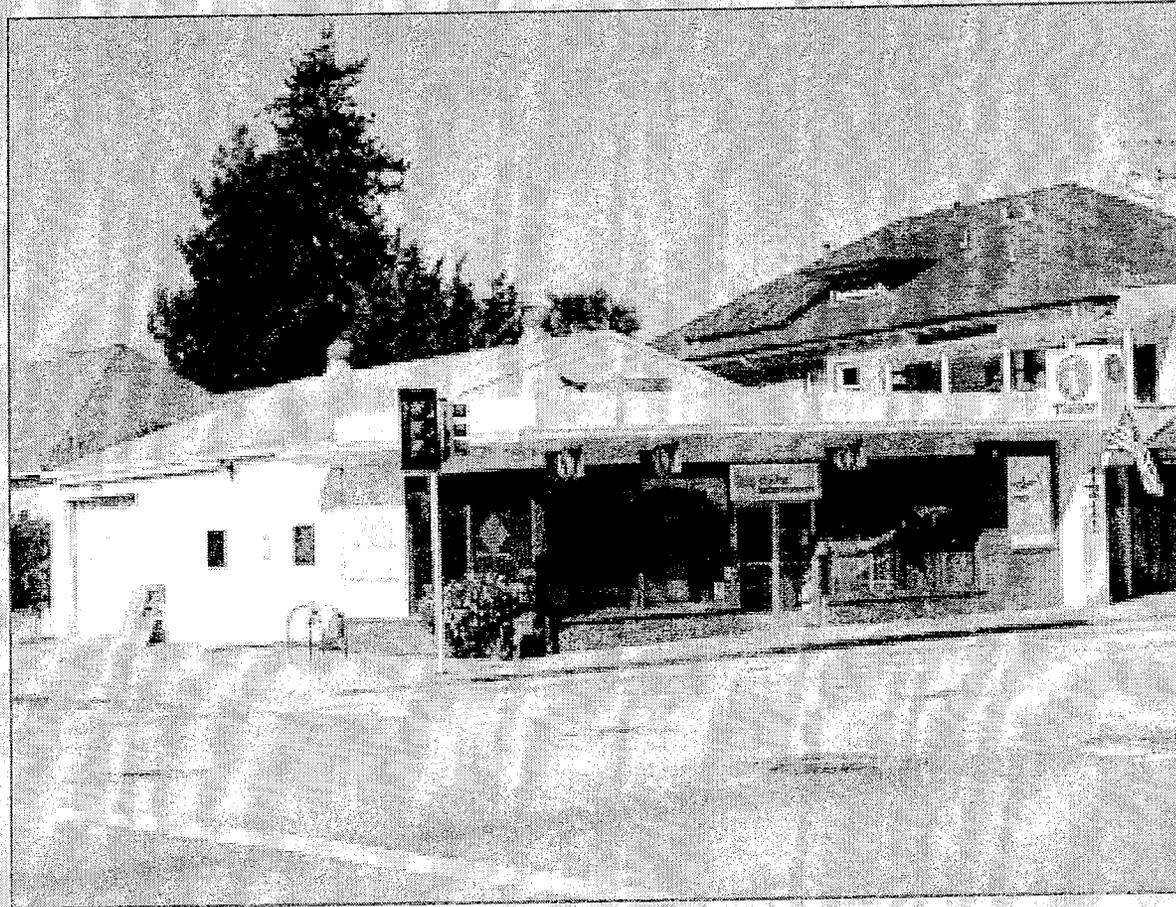


METRO

# Santa Cruz CVC

1211 Ocean St.

1 On-Street / 0 Off-Street



11.620



METRO

# Substitute Parking Space

for Santa Cruz CVC  
Kennan St



11.921



METRO

# Substitute Parking Space

for Santa Cruz CVC  
Kennan St



11.622

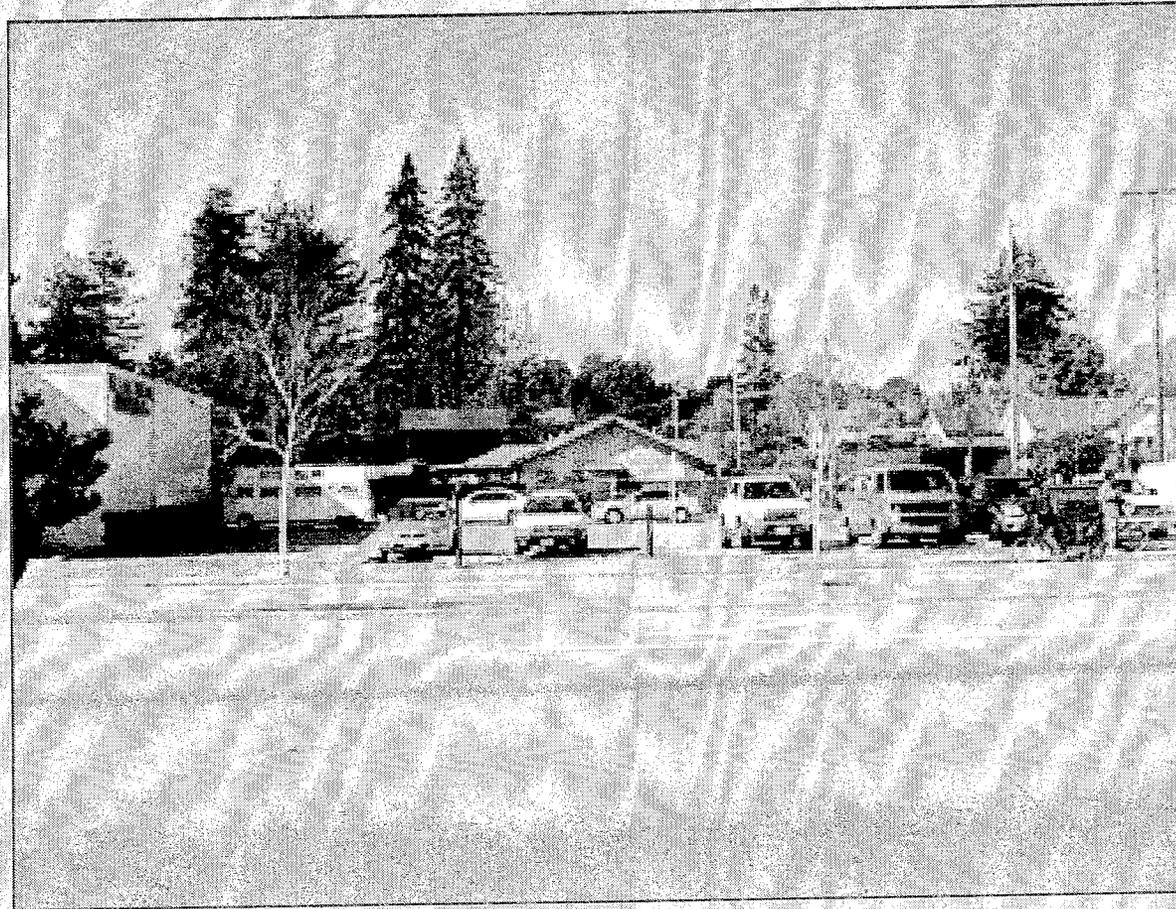


METRO

# New 10 Unit Condominium

1109 & 1111 Ocean St.

3 On-Street / 22 Off-Street



11.9.23



METRO

# Western Dental

1107 Ocean St.

5 On-Street / 21 Off-Street



11:29:11



METRO

# Quality Inn

1101 Ocean St.

2 On-Street / 47 Off-Street



11.9.25

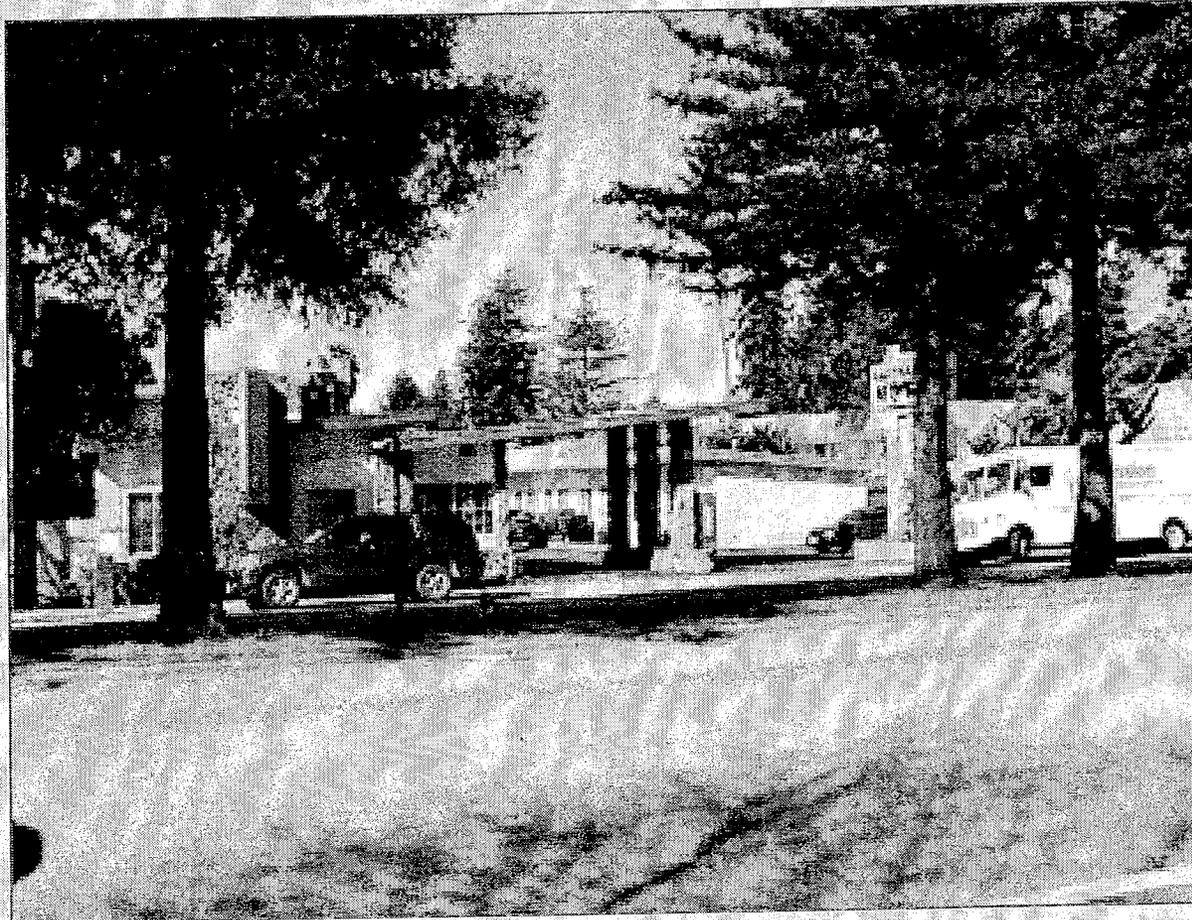


METRO

# National 9 Motel

1015 Ocean St.

2 On-Street / 32 Off-Street



11-626

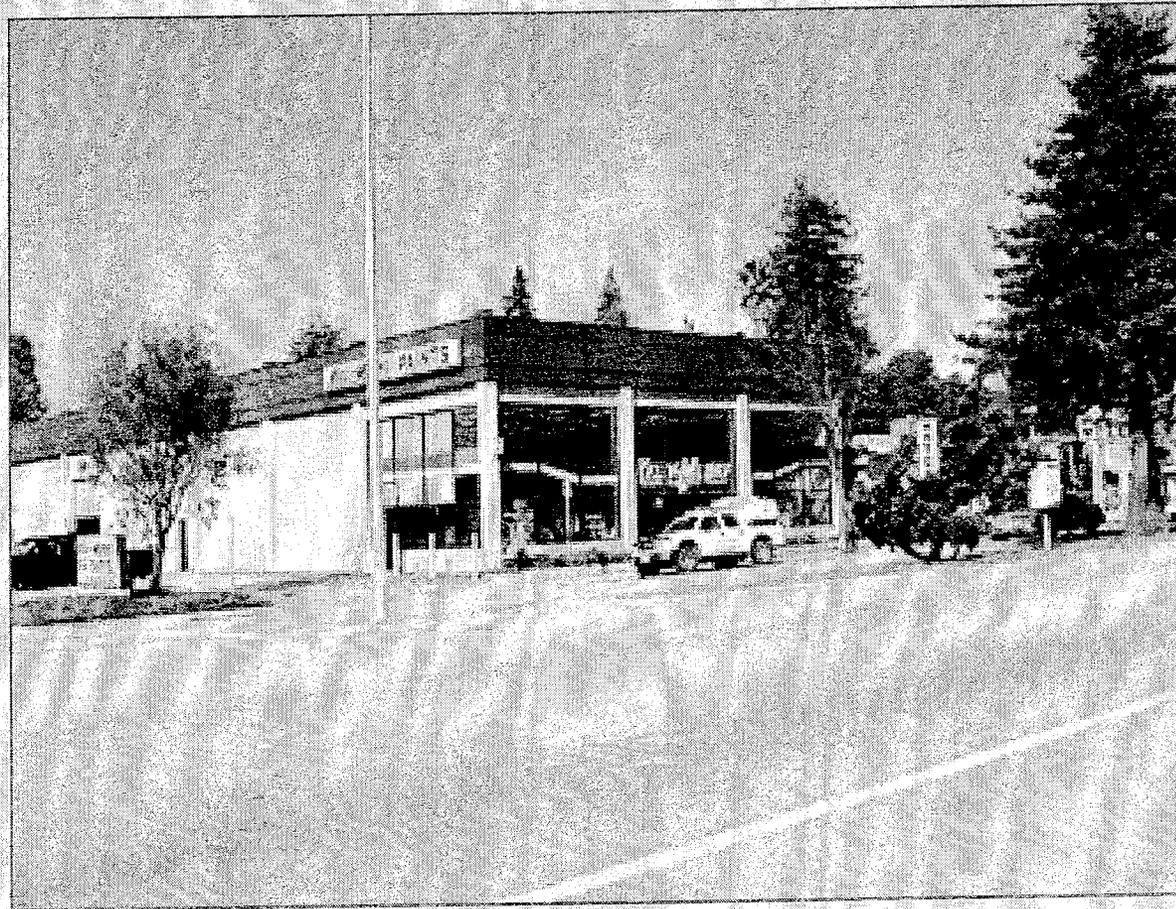


METRO

# Kelly Moore Paints

1001 Ocean St.

2 On-Street / 12 Off-Street



11.827

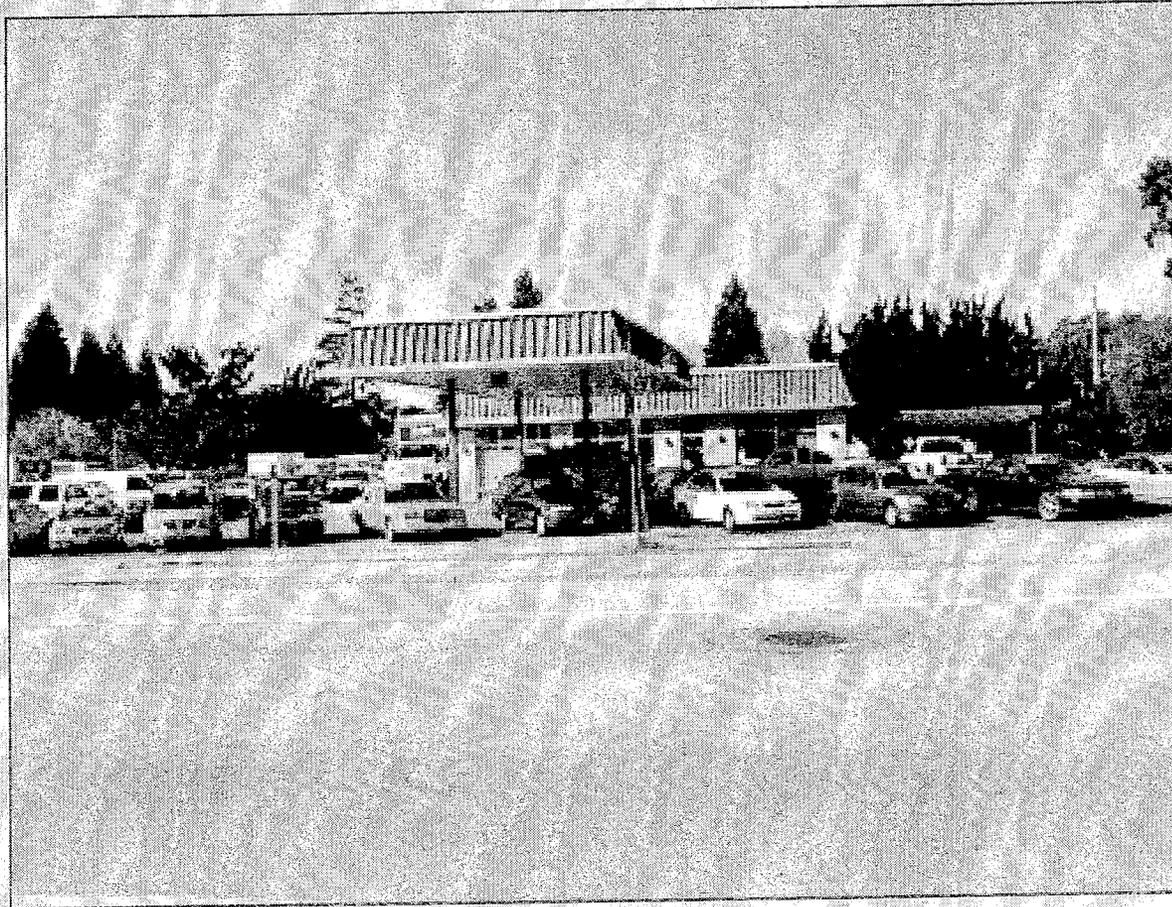


METRO

# Budget Rental

919 Ocean St.

0 On-Street / 22 Off-Street



11.928

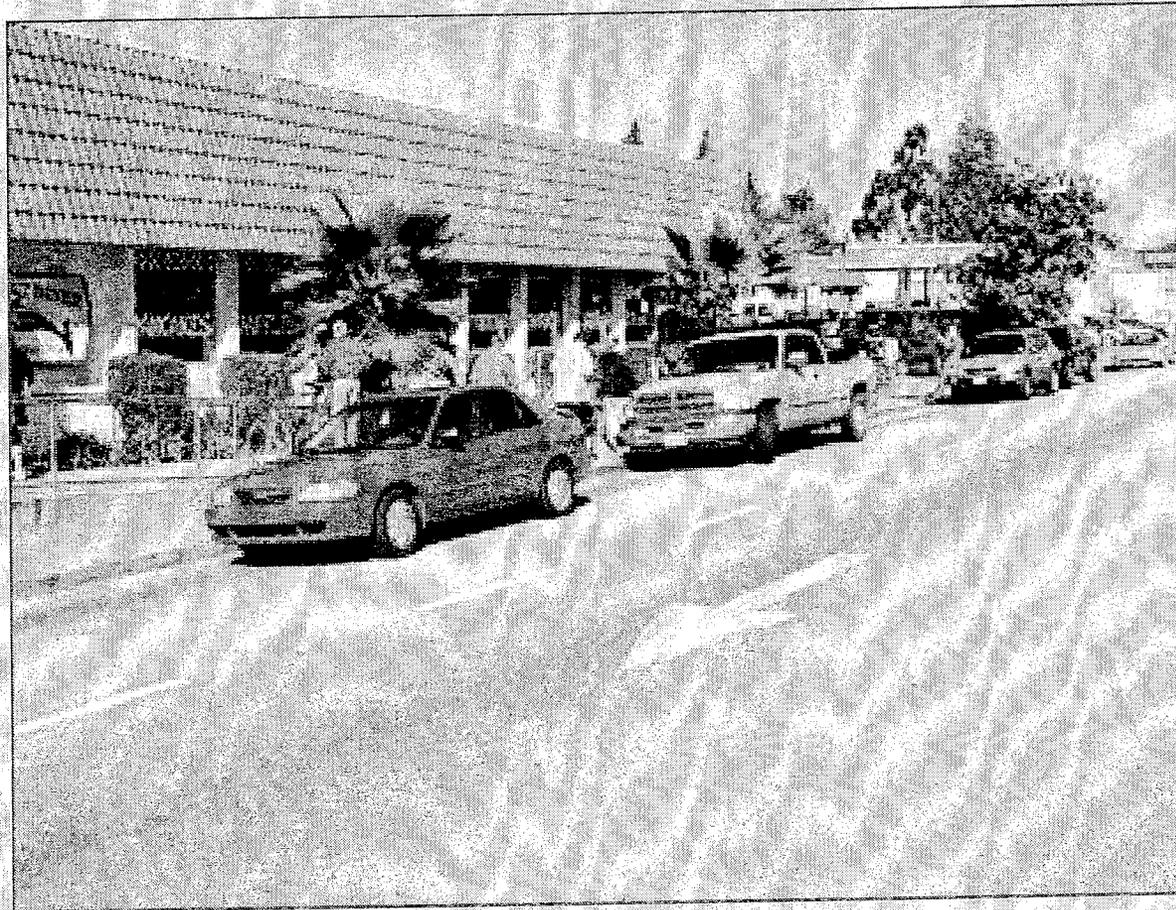


METRO

# Santa Cruz Diner

909 Ocean St.

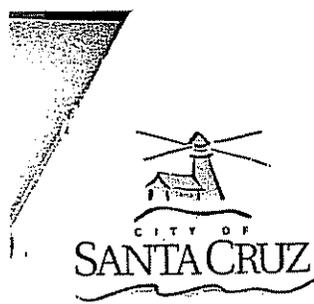
6 On-Street / 35 Off-Street



11.629



METRO



**REVISED**

**Attachment C**

# CITY TRANSPORTATION COMMISSION AGENDA REPORT

DATE: March 9, 2007

AGENDA OF: March 14, 2007

DEPARTMENT: PUBLIC WORKS

SUBJECT: Proposed Parking Restrictions – Southbound Ocean St – Hwy 17 to Water St, 10 AM to 5 PM weekends from Labor Day through Memorial Day

**RECOMMENDATION:** That the City Transportation Commission consider the SCMTD proposal to restrict weekend parking on Ocean Street, and make a recommendation to City Council as appropriate.

**BACKGROUND:** The Santa Cruz Metropolitan District (METRO) has submitted the request outlined in this staff report(see attached letter) and provided the following information.

The District proposes parking restrictions southbound on Ocean Street between Highway 17 and Water Street. Parking would be restricted on weekends between Memorial Day through Labor Day from 10:00 AM to 5:00 PM.

For a number of years METRO service has suffered delays on Ocean Street during the summer tourist season. With the addition of weekend Highway 17 service to and from San Jose, maintaining on-time performance becomes even more critical, especially if METRO is to attract discretionary riders.

There are currently seventeen businesses and/or properties on the section of Ocean Street between Highway 17 and Water Street. There are a total of 31 on-street spaces for parking on Ocean Street. The businesses have a total of 247 off-street spaces available for parking. There are also a number of parking spaces on Coloma, Blaine, Moon Alley, Hunolt, Kennan, Franklin and Pryce streets that are, for the most part, not affected by this Proposal.

There are three businesses, Santa Cruz Floral, Santa Cruz Business Machines and Santa Cruz County Conference and Visitors Council, in the 1200 block that have no off-street parking available. Santa Cruz Business Machines is closed on weekends. Santa Cruz Floral is open from 9:30 AM through 2:00 PM on Saturday and is closed on Sunday. The Santa Cruz County Conference and Visitors Council is open 9:00 AM - 5:00 PM on Saturday and 10:00 AM to 4:00 PM on Sunday, and is therefore the business that would be most impacted by this proposal. Currently, there is a 24-minute green zone on Kennan Street adjacent to the Santa Cruz County Conference and Visitors Council. Across Kennan Street there are more undesignated parking spaces. One or more of these spaces could be converted to a 24-minute space to provide for more parking opportunities for these businesses.

This project also gives the community an opportunity to test a dedicated bus-bike lane in a limited fashion. METRO Bus Operators are given extensive training in operating around bicyclists, both in their

**REVISED**



If approved, this project could improve travel times to downtown Santa Cruz by as much as fifteen minutes when Ocean Street intersections are approaching gridlock. It is an important first step to providing timely service to downtown Santa Cruz using dedicated lanes to bypass congestion. It is also the best advertisement for transit service as a viable, efficient alternative to the automobile.

FISCAL IMPACT: Cost of signs for the project are estimated to be \$3000 (\$150 each, times 20 signs). The METRO would need to cover this cost for the project to move forward.

Prepared by: SCMTD/Jim Burr

Submitted by: Jim Burr, Transportation Manager

Attachments:

- ~ SCMTD Parking Survey
- ~ SCMTD Letter of Request
- ~ The Metro Riders Union Letter
- ~ Santa Cruz County Conference & Visitors Council Letter



### Ocean St - Southbound Business Parking

Business	Address	Hours on Saturday	Hours on Sunday	Street	Off-Street	Notes
Hampton Inn	Ocean Street	24 Hours	24 Hours	N/A	41	
Sav-On Gasoline	1415 Ocean Street	24 Hours	24 Hours	2	5	
Farrells Donuts	Franklin/Ocean Street	24 Hours	24 Hours	1	22	
Valero	1319 Ocean Street	24 Hours	24 Hours	2	8	
Century 21	1307 Ocean Street	9:30am-4:30pm	9:30am-4:30pm	2	13	
Enterprise Rent-A-Car	1303 Ocean Street	9:00am-12:00pm	Closed	0	14	
Santa Cruz Floral	1225 Ocean Street	9:30am-2:00pm	Closed	1	0	spot is 24 minute zone
Santa Cruz Business Machines	1221 Ocean Street	Closed	Closed	2	0	
Santa Cruz County Visitors Bureau	1211 Ocean Street	9:00am-5:00pm	10:00am-4:00pm	1	0	spot is 24 minute zone
Empty Lot	1109 & 1111 Ocean Street	N/A	N/A	3	22	Permit App for 10 Condos
Western Dental	1107 Ocean Street	8:00am-4:00pm	Closed	5	21	plus 14 spaces in ancillary lot
Quality Inn	1101 Ocean Street	24 Hours	24 Hours	2	47	
National 9 Motel	1050? Ocean Street	24 Hours	24 Hours	2	32	
Kelly Moore Paints	1001 Ocean Street	8:00am-5:00pm	9:00am-4:00pm	2	12	
Budget Rental	919 Ocean Street	8:30am-4:30pm	9:30am-3:30pm	0	22	
Santa Cruz Diner	909 Ocean Street	24 Hours	24 Hours	6	35	
Union 76	805 Ocean Street	24 Hours	24 Hours	N/A	10	Red-curbed
<b>TOTAL</b>				<b>31</b>	<b>247</b>	



**REVISED**



**REVISED**

*Santa Cruz Metropolitan  
Transit District*

March 5, 2007



Mark Dettle, Director  
Santa Cruz Public Works Department  
809 Center Street, Room 201  
Santa Cruz, CA. 95060

Subject: Proposed Ocean Street Summer Parking Restrictions

Dear Mr. ~~Dettle~~, *Mark*

The purpose of this letter is to request that the City consider restricting weekend parking on the southbound side of Ocean Street between Highway 17 and Water Street. Our request is for all weekend days from Memorial Day weekend through and including Labor Day weekend between the hours of 10:00 AM and 5:00 PM.

As you may know, for years METRO has struggled to maintain on-time performance on the Highway 17 Express and the Route 35 as the routes come inbound to downtown Santa Cruz on summer weekends. This is especially problematic for the Route 35 because, upon arrival at METRO Center, the bus often departs rather quickly on another route. For the Highway 17, the connectivity issues are so acute that last year the METRO Bus Riders Union advocated a routing change to avoid Ocean Street altogether. This would have eliminated the important transfer stop we have at Ocean and Water.

To avoid the heavy congestion encountered on Highway 17 we currently operate a standard detour of exiting Highway 17 at Pasatiempo and using El Rancho to Emeline to Grant, and then back to Ocean Street. We use this detour to avoid as much of the weekend tourist traffic as possible while continuing to serve our stops on Ocean Street.

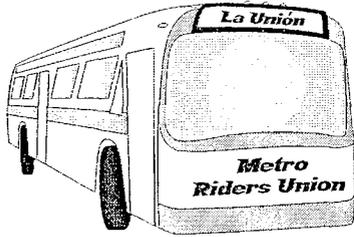
We hope you can consider our request and please let me know if there is any further information we can provide you.

Sincerely,

Leslie R. White  
General Manager

Cc: Mark Dorfman, Assistant General Manager  
Ian McFadden, Transit Planner  
File

*11.e3*



The Metro Riders Union  
La Unión de Los Pasajeros

Post Office Box 1402  
Santa Cruz California 95061  
[www.iridethebus.org](http://www.iridethebus.org)  
[info@metroridersunion.org](mailto:info@metroridersunion.org)  
(831) 421-9031

March 7, 2007

Transportation Commission  
c/o Mr. James Burr,  
Traffic Engineer  
City of Santa Cruz  
809 Center Street  
Santa Cruz California 95060

Dear Chairperson McFadden and Commissioners:

The Metro Riders Union is a group of concerned public transit riders in Santa Cruz County.

Though we are independent of the Santa Cruz Metropolitan Transit District, we have worked closely with Metro staff on the scheduling and promotion of the Highway 17 Express. This daily, all-day bus route between Downtown Santa Cruz and Downtown San José connects with Amtrak buses and trains, serving California and the nation; with Caltrain trains, serving the San Francisco Peninsula; and with Santa Clara Valley Transportation Authority (VTA) bus and light rail routes, serving Silicon Valley.

Fares cover more than 50% of direct operating costs, and partners contribute an additional 25%, making this one of the most productive transit routes in the region. The service is used by commuters, students and tourists alike. Tourists may purchase through-tickets from any of 500 Amtrak cities around the nation. Highway 17 Express ridership approaches 1,000 on some days. The pollution-reduction, congestion-reduction, and economic-development benefits are obvious.

Unfortunately, circulation delays inside the City of Santa Cruz are affecting running times. Longer running times deter riders and increase operating costs. Problems areas include:

- The River Street / "River Street South" intersection;
- The Water Street / River Street intersection;
- The Ocean Street / Water Street intersection; and
- Ocean Street, between Water Street and Highway 17.

We support the proposed parking restrictions on Ocean Street, and any other circulation improvements that would benefit Highway 17 Express riders.

Yours truly,

*R. Paul Marcellin-Sampson*

Mr. Regis Paul Marcellin-Sampson,  
Founder

11.c4

March 8, 2007

# SANTA CRUZ C O U N T Y

GATEWAY TO THE MONTEREY BAY SANCTUARY™

CONFERENCE &amp; VISITORS COUNCIL

1211 Ocean Street, Santa Cruz, CA 95060

831-425-1234 • Fax 831-425-1260

www.santacruz.org

Mr. McFadden  
City of Santa Cruz Transportation Commission  
809 Center St.  
Santa Cruz, CA 95060

Dear Mr. McFadden and Commission Members:

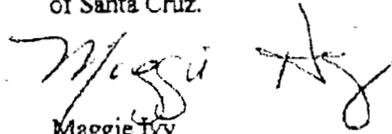
The Santa Cruz County Conference & Visitors Council (CVC) would like to express its strong reservations over the proposed seasonal bus/bike lane on Ocean Street in the city of Santa Cruz. As I understand it, the proposal is to remove all street parking on the south-bound side of Ocean Street from Highway 1 to Water Street, from Memorial Day weekend to Labor Day and use the space for buses and bikes. No details are available to me to date, but it appears that the Metro Transit District is proposing this for this coming summer tourism season. I also understand that this issue is on the agenda of the next meeting of the City of Santa Cruz Transportation Commission on Wednesday, March 14<sup>th</sup> at 7 pm in the City Council Chambers.

Some of the CVC's concerns are as follows:

- Impact of the lack of parking for the CVC and a number of other businesses on Ocean Street including Santa Cruz Flowers, Kelly-Moore Paint, Santa Cruz Diner, Enterprise Rentals and Century 21 Realty
- Impact of a lack of parking for the 25,000 visitors the CVC's visitor information center serves each year
- How such a lane presents a visual barrier to visitors looking for a way to pull over
- How this barrier combined with planned construction at the corner of Ocean & Kennan Sts. will severely impact the CVC's visitor information center this tourism season and into the future

This proposal would create a hardship, making it virtually impossible for a functioning visitor center on Ocean Street, the city's primary gateway and the only route that leads from the interchange of highways 1 and 17 into the city of Santa Cruz. This unique gateway location allows our visitor center staff to direct visitors to less-known aspects of Santa Cruz such as Downtown Santa Cruz and other attractions and activities featured in the Official Santa Cruz County Traveler's Guide.

Since Santa Cruz's top industry is tourism, this seems a huge trade-off to clear traffic for buses for three blocks. The CVC strongly believes that further research and careful consideration of negative impacts are required before such a plan is considered by the City of Santa Cruz.



Maggie Ivy  
CEO/Executive Vice President  
Santa Cruz County Conference & Visitors Council

CC: Mark Dettle, Public Works Department  
Chris Schneider, Public Works Department  
CVC Board of Directors  
Keith Holtaway, Santa Cruz Downtown Association

*Our beaches are just the beginning!*

---

## TOURISM INDUSTRY CALL TO ACTION!

Is easy access to a year-round visitor center for travelers to Santa Cruz County important to your business and the tourism industry? The Santa Cruz Metropolitan Transit District is recommending to the Santa Cruz City Council to remove all weekend parking on Ocean Street between Memorial Day and Labor Day, to make way for a bus/bike lane, beginning this summer. This proposal would abolish streetfront parking for the Ocean Street Visitors Center, making servicing visitors, virtually impossible on Ocean Street, the city's primary visitor gateway into the city of Santa Cruz. The current unique location of our visitor center allows CVC staff to direct visitors to less-known aspects of the area such as Downtown Santa Cruz and cultural attractions and activities featured in the ( <http://enews.santacruz.org/ct.html?rtr=on&s=n4b,2drd,2t5,7wqr,ew6,bfzo,6bhy> ) Official Santa Cruz County Traveler's Guide.

The parking restriction proposal is tentatively scheduled to be discussed on April 24th at the city council meeting. ( <mailto:citycouncil@ci.santa-cruz.ca.us> ) Email your concerns about this proposal to city council members or call the Mayor at 420.5020. Contact ( <mailto:mivy@santacruz.org> ) Maggie Ivy, CEO, and find out how you can get involved.

---

4/3/2007

11.d1

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** April 13, 2006

**TO:** Board of Directors

**FROM:** Mark Dorfman, Assistant General Manager

**SUBJECT: AUTHORIZATION TO EXERCISE OPTION TO PURCHASE FIVE (5) 40 FOOT COMPRESSED NATURAL GAS BUSES FROM THE CITY OF CULVER CITY WITH NEW FLYER OF AMERICA**

## ACTION REQUESTED AT THE APRIL 13, 2007 BOARD MEETING

### I. RECOMMENDED ACTION

**It is recommended that the Board authorize the General Manager to execute the option from the City of Culver City for the purchase of five (5) Compressed Natural Gas 40-foot low-floor transit buses and be authorized to take all necessary steps to negotiate and sign a contract with New Flyer of America and the City of Culver City to purchase these five (5) buses.**

### II. SUMMARY OF ISSUES

- The District currently has state funds for five (5) new 40 foot CNG buses for the Highway 17 Express service.
- The District tried to purchase similar high floor buses, but we have been advised that due to the withdrawal of John Deere from the Natural Gas Engine Market, that Orion will no longer produce high floor CNG buses.
- These state funds have a very short timeframe to be used.
- The City of Culver City in Southern California has some options remaining for low-floor CNG buses that they will not be using, and we have used this same contract in the past to purchase 10 buses.
- The City of Culver City is willing to allow the District to purchase five (5) buses using their contract options.

### III. DISCUSSION

The District currently has state funds for the purchase of five (5) 40-foot transit buses. These are intended to be used for the Highway 17 Express service. We currently use high-floor buses on the Highway 17 Express Route. We had partnered with the Los Angeles Department of Transportation (LADOT) in a bid to attempt to procure these vehicles. John Deere, the manufacturer of the Natural Gas engine has decided to stop making engines for this vehicle. In order to utilize the Cummins Natural Gas engine in this bus, a redesign of the engine

12.1

compartment will be necessary. The bus manufacturer has made a determination that the market for these vehicles is so small as not to justify the engineering costs for the change.

The funding for these vehicles is required to be obligated by April 30, 2007 or they will lapse. Staff was able to locate 5 buses remaining on the contract in place between Culver City and New Flyer for CNG Low-Floor Buses. Since the bid process is a long and lengthy process that generates a great deal of staff time, the use of this option will allow the funds to be utilized in a timely manner. On March 1, 2007, METRO requested that the City of Culver City assign to the District the right to purchase these five (5) buses (Attachment A). This is the same agency that we used to procure previous buses.

This process has the benefit of knowing the price for the buses since the original procurement allowed for these options. Using the formula in the contract with the City of Culver City, when the District signs a contract with New Flyer, the price for the bus will be tied to the Producer Price Index (PPI) for the month the contract is signed. Negotiations will then occur with New Flyer to add those options to the bus that are desired by the District such as paint scheme, bus annunciation system, high-back seats, luggage racks, etc. In addition, any regulatory changes that have changed since the initial procurement will have to be added, such as lower emission engines, etc. In this way, the cost of the bus will be substantially less than if we were to bid the bus at this time for a five (5) bus order. A further advantage in this approach is that we will add five (5) additional buses from the same manufacturer, New Flyer of America, and this will make it easier to maintain the buses by not requiring new parts to maintain the buses.

It is recommended that the Board authorize the General Manager to execute the option from the City of Culver City for the purchase of five (5) Compressed Natural Gas 40-foot low-floor transit buses and be authorized to take all necessary steps to negotiate and sign a contract with New Flyer of America and the City of Culver City to purchase these five (5) buses.

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

Funds are available for the purchase of these vehicles in the Capital program.

#### **V. ATTACHMENTS**

**Attachment A:** Letter to City of Culver City requesting Assignment of Option

Santa Cruz Metropolitan  
Transit District



March 1, 2007

Attachment **A**

Mr. Paul Condran  
Equipment Maintenance Manager  
City of Culver City  
Transportation Department  
4343 Duquesne Avenue  
Culver City, CA 90232

Re: **Low Floor CNG Bus Contract with New Flyer of America - #2004-008**

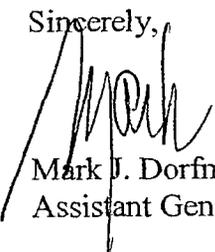
Dear Mr. Condran:

It is our understanding that Culver City has five (5) options to purchase New Flyer buses under Contract #2004-008 that they will not be exercising. I am requesting that Culver City consider assigning these options to the Santa Cruz Metropolitan Transit District under the terms and conditions of your original procurement. Inasmuch as we have previously purchased buses off this same contract previously, the process should proceed very quickly.

If this arrangement is acceptable to you, would you please send us a letter to that effect with a copy to New Flyer of America. We already have the contract documents for this contract and will not need to get them again. Our project files will reference them. I am attaching a copy of the FTA piggybacking worksheet (copy attached).

Your consideration and assistance on this matter is most appreciated. If you have any questions regarding this request, please feel free to contact me at (831) 426-6080.

Sincerely,

  
Mark J. Dorfman  
Assistant General Manager

Enclosure      FTA Piggybacking Worksheet

Cc:              Les White, General Manager  
                    Lloyd Longnecker, Purchasing Agent

12. a1

**APPENDIX B.16**

**PIGGYBACKING WORKSHEET**

**Definition:** *Piggybacking is the post-award use of a contractual document/process that allows someone who was not contemplated in the original procurement to purchase the same supplies/equipment through that original document/process. ("FTA Dear Colleague" letter, October 1, 1998).*

In order to assist in the performance of your review, to determine if a situation exists where you may be able to participate in the piggybacking (assignment) of an existing agreement, the following considerations are provided. Ensure that your final file includes documentation substantiating your determination.

<b>WORKSHEET</b>		<b>YES</b>	<b>NO</b>
1.	Have you obtained a copy of the contract and the solicitation document, including the specifications and any Buy America Pre-award or Post-Delivery audits?		
2.	Does the solicitation and contract contain an express "assignability" clause that provides for the assignment of all or part of the specified deliverables?		
3.	Did the Contractor submit the "certifications" required by Federal regulations? See BPPM Section 4.3.3.2.		
4.	Does the contract contain the clauses required by Federal regulations? See BPPM Appendix A1.		
5.	Were the piggybacking quantities included in the original solicitation; i.e., were they in the original bid and were they evaluated as part of the contract award decision?		
6.	If this is an indefinite quantity contract, did the original solicitation and resultant contract contain both a minimum and maximum quantity, and did these represent the reasonably foreseeable needs of the parties to the contract?		
7.	If this piggybacking action represents the exercise of an option in the contract, is the option provision still valid or has it expired?		
8.	Does your State law allow for the procedures used by the original contracting agency: e.g., negotiations vs. sealed bids?		

12.02

WORKSHEET		YES	NO
9.	Was a cost or price analysis performed by the original contracting agency documenting the reasonableness of the price? Obtain a copy for your files.		
10.	Does the contract term comply with the five-year term limit established by FTA?		
11.	Was there a proper evaluation of the bids or proposals? Include a copy of the analysis in your files.		
12.	If you will require changes to the vehicles (deliverables), are they “within the scope” of the contract or are they “cardinal changes”? See BPPM Section 9.2.1.		

Note: This worksheet is based upon the policies and guidance expressed in (a) the FTA Administrator's "Dear Colleague" letter of October 1, 1998, (b) the *Best Practices Procurement Manual*, Section 6.3.3—*Joint Procurements of Rolling Stock and "Piggybacking,"* and (c) FTA Circular 4220.1E.

12.43