

Santa Cruz Metropolitan Transit District

FY10

FINAL BUDGET



ADOPTED JUNE 26, 2009

Santa Cruz Metropolitan Transit District

FY10

Final Budget

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I. TOTAL BUDGET OVERVIEW

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

FY10

FINAL BUDGET

Board of Directors

**Dene Bustichi, Chair
Ellen Pirie, Vice Chair**

Marcela Tavantzis

Donald Hagen

Michelle Hinkle

Ron Graves

Lynn Robinson

Mike Rotkin

Emilio Martinez

Pat Spence

Mark Stone

Donna Blitzer

Ex-Officio Director

UCSC

Leslie R. White, General Manager

Adopted 06/26/09

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

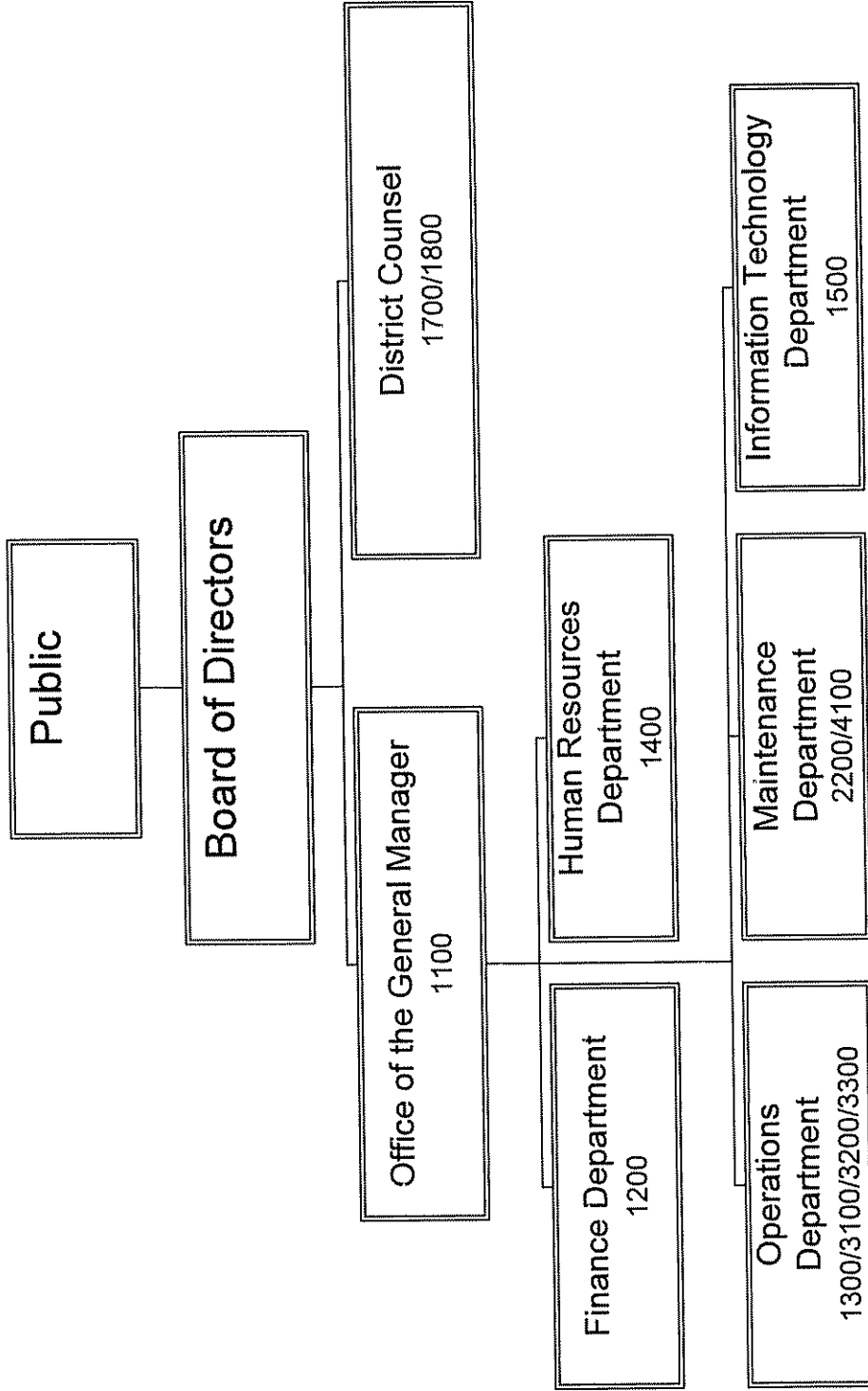
FY10

FINAL BUDGET

Management Staff

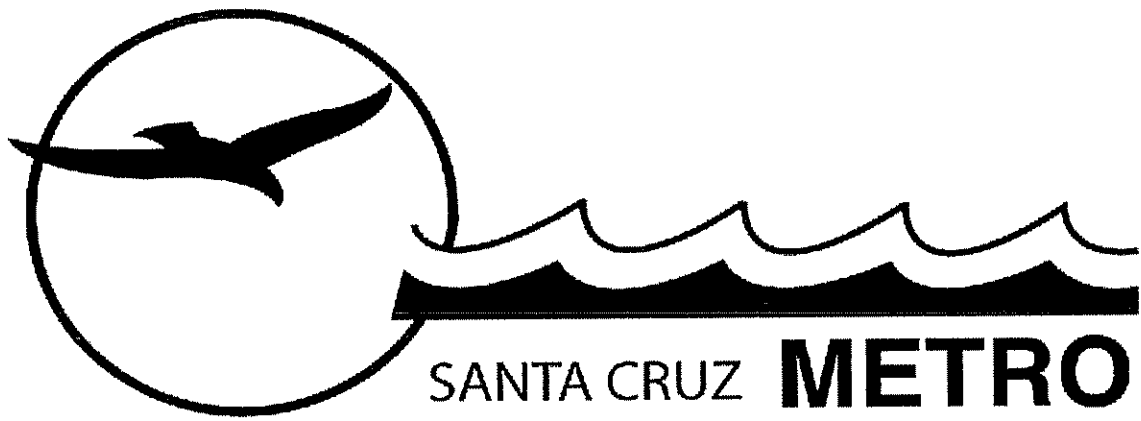
General Manager	Leslie R. White
District Counsel	Margaret Gallagher
MetroBase Project Manager	Frank Cheng
Finance Manager	Angela Aitken
Assistant Finance Manager	Debbie Kinslow
Operations Manager	Ciro Aguirre
Fixed Route Superintendent	Mary Ferrick
Paratransit Superintendent	April Warnock
Assistant Paratransit Superintendent	Shona Harper
Human Resources Manager	Robyn Slater
Assistant Human Resources Manager	Pat Aviles
Information Technology Manager	Terry Gale
Senior Database Administrator	Harlan Glatt
Maintenance Manager	Robert Cotter

Santa Cruz Metropolitan Transit District



FY10 FINAL OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Summary

Department	Authorized FY 09	Funded FY 09	Authorized FY 10	Funded FY 10
Administration - 1100	5.50	5.50	5.00	5.00
Finance - 1200	13.50	12.00	13.50	12.00
Customer Service - 1300	10.25	5.75	10.25	5.75
Human Resources - 1400	6.00	6.00	6.00	6.00
Information Technology - 1500	4.00	4.00	4.00	4.00
District Counsel - 1700	4.00	4.00	4.00	4.00
Facilities Maintenance - 2200	17.00	13.00	17.00	13.00
Paratransit - 3100	57.00	56.00	57.00	56.00
Operations - 3200	21.00	19.00	21.00	19.00
Bus Operators - 3300	182.00	161.00	182.00	161.00
Fleet Maintenance - 4100	55.00	44.00	55.00	44.00
Total Full-Time Equivalents (FTEs)	375.25	330.25	374.75	329.75



FY10 FINAL BUDGET HIGHLIGHTS

- The Santa Cruz Metropolitan Transit District (METRO) is a special district of the State of California operating fixed route bus service and complimentary Paratransit service throughout Santa Cruz County. METRO also operates the Highway 17 Express bus service to Santa Clara County in cooperation with the Santa Clara Valley Transportation Authority (VTA), AMTRAK, CalTrans and the Capitol Corridor Joint Powers Authority (CCJPA).
- A Board of eleven directors and one Ex-Officio Director representing the University of California, Santa Cruz governs METRO. Eleven members are appointed by the following entities: County of Santa Cruz (five members), the City of Santa Cruz (two members), the City of Watsonville (two members), and one member each from the cities of Capitola and Scotts Valley.
- The final FY10 budget provides for the continuation of the current level of transit service to the public.
- A total of 329.75 full-time employee equivalents are funded in the FY10 budget compared with 330.25 for FY09.
- The proposed **FY10 Final Operating Budget's** Total Revenue is \$40,935,309. The corresponding Total Expense is \$40,935,309. This budget was balanced over a two (2) year period of time with a projected carryover from FY09 of \$3,268,589 and then balanced in FY10 with \$2,547,920 transferred from Operating Reserves.
 - Revenue accounts have been projected based on data through February 2009.
 - A 3.9% decrease in **Passenger Fares** (fare box revenue) is projected for FY10. This decrease is reflected in a trended shift we have been seeing from full fare paying riders to discount pass riders (monthly, senior and disabled, and youth passes) over the last year.
 - Increases of 7.4% in FY10 are projected for **Special Transit Fares** such as the UCSC and Cabrillo contracts. These contracts have built in CPI adjustments.
 - **Paratransit Fares** account has been increased by the amount of fares estimated from the dialysis rides we will now be required to perform. A 15.5% increase is projected for FY10 due to rides we are now required to provide for dialysis patients, our aging population and other economic factors.
 - **Interest Income** is projected to have a significant decrease below the level projected in the budget for FY09. This is primarily due to the principal balance being spent in FY10 on MetroBase construction and the new Vernon renovation project, coupled with projected lower interest rates in the County Investment Pool, which are currently at .25% compared to the average of 1.9%, which we have been receiving over all in FY09.

FY10 Final Budget Highlights (con't)

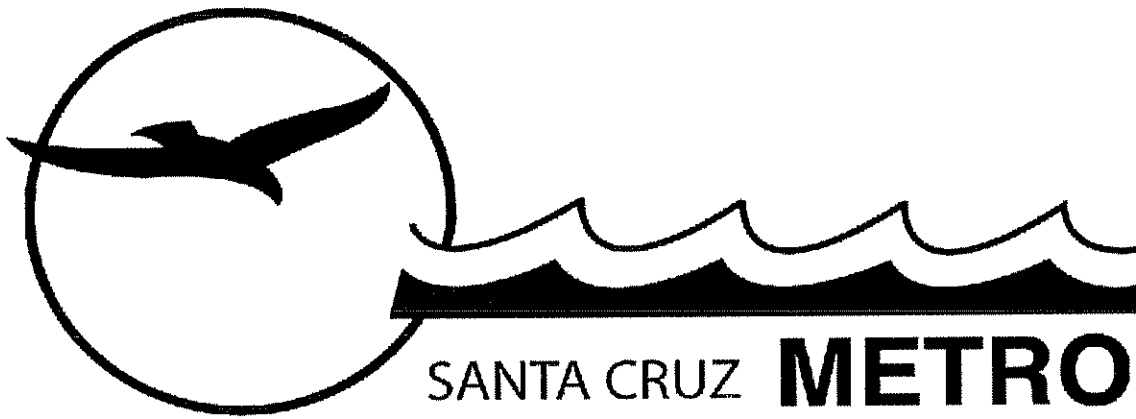
- **Sales Tax Revenues** have been projected at a 2.2% decrease from the FY09 budget previously revised in December 2008 due to a continuing dramatic decline in taxable sales activity and sales tax revenue. These projections are based on actual sales tax receipts for the first eight (8) months of FY09, projections from the April 2009 report from the State Board of Equalization, and many other economic indicators from local County agencies, surrounding Cities and a neighboring transit agency. Staff projects that during FY10, the economy will slowly start to recover.
- **TDA Funding** is budgeted in the amount of \$5,551,220 in FY10; a 2.3% decrease from the FY09 allocation amount from the SCCRTC. Transit Development Act (TDA) funds are derived from ¼ cent of the state sales tax collected in Santa Cruz County and allocated by the County Auditor-Controller to the SCCRTC. Due to the economic recession, sales tax revenue in the County continues to decline, and the Auditor-Controller has reduced the TDA revenue projection for FY09 five (5) times. The TDA funds estimate for FY10 has been reduced to match the combined actual plus projected revenue collection for FY09.
- The final installment for repayment of the \$350,000 one-time advance of the **FTA Operating Assistance** drawn in FY05 for Paratransit start-up costs is shown as a reduction in FTA Sec 5307 - Operating Assistance in the amount of \$70,000 each year. This is being paid back over five years with our final payment being in FY10.
- **Transfers** include:
 - The use of Carryovers - \$3,268,589 from FY09
 - \$150,000 transferred from the Insurance Reserves for Legal Settlements in FY10, as has been done in previous operating budgets
 - \$2,547,920 from Operating Reserves to balance the two-year final budget in FY10
- A **Transfer from Capital Reserves** of \$119,305 in FY10 is being shown to cover the Project Manager costs (salary and benefits). The expenses of the position will be capitalized as part of the grant-funded project. The Board of Directors approved the Project Manager position for the MetroBase project and these expenses are included in the operating budget for payroll purposes.
- **Operating Expenses** are projected to be above the projected FY09 budget by 3.5% in FY10. The major increases are due to increases included in the current union contracts, increased medical and retirement costs as well as fuel and maintenance expenses for FY10.
- The Final Operating Budget amounts for Casualty and Liability Insurance are estimates only, since the actual billings will not be received until July.

FY10 Final Budget Highlights (con't)

- Significant **Departmental Expense** changes include:
 - Decrease of 14.3% (\$185,916) in Admin due to movement of negotiation expenses to HR, movement of lease, utility and telecommunication expenses to Facilities Maint, movement of web page development to IT, movement of the Planning and Grants divisions to Finance, and the elimination of the Assistant General Manager position after the first six (6) months of FY09
 - Increase of 12.7% (\$242,097) in Finance due to the movement of the Planning, Grants, Purchasing, and Revenue Room divisions from Admin, Fleet and Operations to Finance
 - Increase of 15.2% (\$94,264) in IT due to movement of web page development from Admin and increased equipment costs

- Major balancing actions for **Operating Expenses** in the FY10 Final Operating Budget include:
 - The full use of Federal Operating Assistance utilized to the maximum extent in both years; as has been done in previous budgets
 - The use of Carryovers from FY09 in the amount of - \$3,268,589
 - Projecting retirements and lower cost replacements:
 - Assistant General Manager budgeted in FY09 for first six (6) months; not funded in last six (6) months of FY09 and all of FY10
 - Previous Maintenance Manager retired October 2008; new Maintenance Manager funded at lower level in last six (6) months of FY09 and all of FY10
 - Twelve (12) Bus Operators to retire after 6 months of FY09; another twelve (12) to retire after six (6) months of FY10; new Bus Operators funded at a lower level, in the corresponding months of FY09 and FY10

- The FY10 Final **Capital Budget** totals \$19,571,285, requiring:
 - \$8,605,764 from Federal Funds (Grants)
 - \$4,044,979 from State Funding
 - \$1,163,858 from previous year State Transit Assistance (STA) funding
 - \$5,756,684 from Local Reserves



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

Resolution No. 09-06-02
On the Motion of Director Rotkin
Duly Seconded by Director Robinson
The following Resolution is adopted:

**A RESOLUTION OF THE
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
AUTHORIZING A REVISION TO THE
FY10 FINAL BUDGET**

WHEREAS, it is necessary to revise the adopted FY10 Final Budget of the Santa Cruz Metropolitan Transit District to provide for revisions in the operating revenue and expense budget.

NOW, THEREFORE, BE IT RESOLVED, the budget is hereby amended per Attachments B through H.

PASSED AND ADOPTED this 26th day of June 2009, by the following vote:

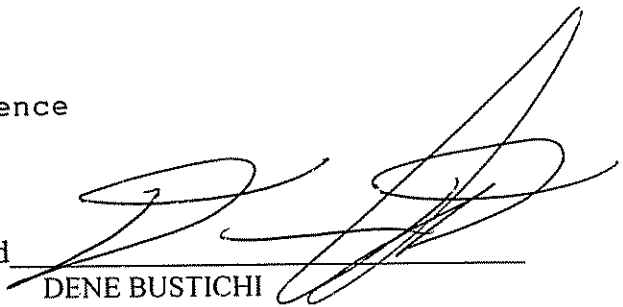
AYES: Directors – Bustichi, Graves, Hagen, Hinkle, Robinson
Rotkin, Stone, Tavantzis

NOES: Directors - None

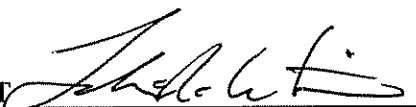
ABSENT: Directors - Martinez, Pirie, Spence

ABSTAIN: Directors - None

Approved

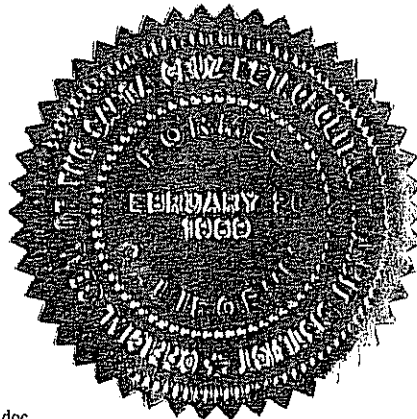

DENE BUSTICHI
Board Chair

ATTEST


LESLIE R. WHITE
General Manager

APPROVED AS TO FORM:


MARGARET GALLAGHER
District Counsel



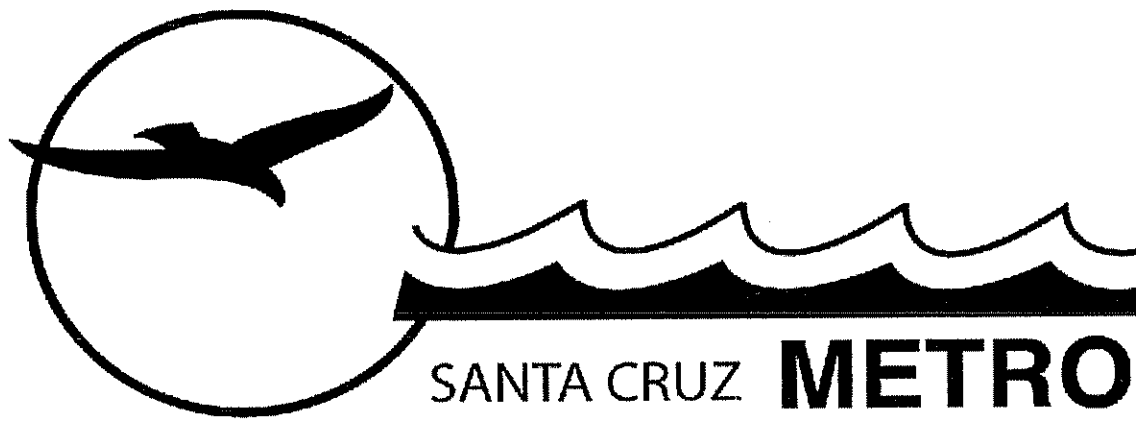
**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET
REVENUE SOURCES**

REVENUE SOURCE	BUDGET FY09 12/19/08	PROJECTED ACTUAL FY 09	% CHANGE BUDGET FY09 PROJ ACT	BUDGET FY10 06/26/09	% CHANGE BUDGET FY09-FY10
1 Passenger Fares	\$ 3,554,266	\$ 3,383,100	-5.1%	\$ 3,416,931	-3.9%
2 Special Transit Fares	\$ 3,428,534	\$ 3,627,600	5.5%	\$ 3,682,013	7.4%
3 Paratransit Fares	\$ 283,440	\$ 317,722	10.8%	\$ 327,254	15.5%
4 Highway 17 Fares	\$ 945,000	\$ 1,038,879	9.0%	\$ 1,070,046	13.2%
5 Highway 17 Payments	\$ 507,000	\$ 424,828	-19.3%	\$ 431,200	-15.0%
6 Commissions	\$ 4,950	\$ 5,500	10.0%	\$ 5,500	11.1%
7 Advertising Income	\$ 85,265	\$ 150,000	43.2%	\$ 150,000	75.9%
8 Rent Income - SC Pacific Station	\$ 89,955	\$ 90,384	0.5%	\$ 91,774	2.0%
9 Rent Income - Watsonville TC	\$ 36,482	\$ 36,716	0.6%	\$ 34,399	-5.7%
10 Rent Income - General	\$ -	\$ -	0.0%	\$ -	0.0%
11 Interest Income	\$ 300,000	\$ 375,000	20.0%	\$ 50,000	-83.3%
12 Other Non-Transp Revenue	\$ 5,000	\$ 5,794	13.7%	\$ 5,823	16.5%
13 Sales Tax (1/2 cent)	\$ 16,574,130	\$ 16,201,999	-2.3%	\$ 16,201,999	-2.2%
14 Transp Dev Act (TDA) Funds	\$ 5,679,337	\$ 5,679,337	0.0%	\$ 5,551,220	-2.3%
15 FTA Sec 5307 - Op Assistance	\$ 3,496,293	\$ 3,496,293	0.0%	\$ 3,715,442	6.3%
16 Repay FTA Advance (#4 and #5 of 5)	\$ (70,000)	\$ (70,000)	0.0%	\$ (70,000)	0.0%
17 FTA Sec 5311 - Rural Op Asst	\$ 161,615	\$ 161,615	0.0%	\$ 170,894	5.7%
SUBTOTAL REVENUE	\$ 35,081,267	\$ 34,924,766	-0.4%	\$ 34,834,495	-0.7%

ONE-TIME REVENUES	BUDGET FY09 12/19/08	PROJECTED ACTUAL FY 09	% CHANGE BUDGET FY09 PROJ ACT	BUDGET FY10 06/26/09	% CHANGE BUDGET FY09-FY10
18 FTA Sec 5316 - CalTrans JARC	\$ 44,166	\$ -	-100.0%	\$ -	100.0%
19 FTA Sec 5317 - Operating Assistance	\$ -	\$ -	0.0%	\$ -	0.0%
20 AMBAG Funding	\$ 10,489	\$ 13,259	20.9%	\$ 15,000	43.0%
SUBTOTAL ONE-TIME REVENUES	\$ 54,655	\$ 13,259	-312.2%	\$ 15,000	-72.6%

TRANSFERS	BUDGET FY09 12/19/08	PROJECTED ACTUAL FY 09	% CHANGE BUDGET FY09 PROJ ACT	BUDGET FY10 06/26/09	% CHANGE BUDGET FY09-FY10
21 Carryover from Previous Year	\$ 2,951,178	\$ 2,951,178	0.0%	\$ 3,268,589	10.8%
22 Carryover from Current Year	\$ -	\$ (3,268,589)	100.0%	\$ -	0.0%
23 Xfr from Ins Res-Legal Settlement	\$ 150,000	\$ 170,000	11.8%	\$ 150,000	0.0%
24 Transfer (to)/from Capital Reserves	\$ 115,830	\$ 115,830	0.0%	\$ 119,305	3.0%
25 Transfer (to)/from Operating Reserves	\$ -	\$ -	0.0%	\$ 2,547,920	100.0%
26 Transfer fr Op Res for Retiree Payouts	\$ 267,960	\$ -	-100.0%	\$ -	-100.0%
SUBTOTAL TRANSFERS	\$ 3,484,968	\$ (31,581)	11134.9%	\$ 6,085,814	74.6%
TOTAL REVENUE	** \$ 38,620,890	\$ 34,906,444	-10.6%	\$ 40,935,309	6.0%

* FTA funding is used solely to fund labor expense
 ** Does not match expense due to budget balancing over two (2) years



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Departmental Expenses

DEPARTMENT	BUDGET FY09 12/19/08	PROJECTED ACTUAL FY09	% CHANGE BUDGET FY09 PROJ ACT FY09	BUDGET FY10 06/26/09	% CHANGE BUDGET FY09-FY10
1100 Administration	1,302,717	1,110,603	-14.7%	1,116,801	-14.3%
1200 Finance	1,910,910	1,787,596	-6.5%	2,153,007	12.7%
1300 Customer Service	557,639	537,623	-3.6%	572,736	2.7%
1400 Human Resources	714,388	583,550	-18.3%	800,140	12.0%
1500 Information Technology	622,078	605,553	-2.7%	716,342	15.2%
1700 District Counsel	472,738	442,890	-6.3%	490,759	3.8%
1800 Risk Management	250,000	173,575	-30.6%	250,000	0.0%
2200 Facilities Maintenance	2,613,170	2,605,593	-0.3%	2,568,539	-1.7%
3100 Paratransit Program	4,394,881	3,625,166	-17.5%	4,579,272	4.2%
3200 Operations	2,686,564	2,483,326	-7.6%	2,603,509	-3.1%
3300 Bus Operators	13,962,076	13,330,598	-4.5%	14,348,318	2.8%
4100 Fleet Maintenance	8,335,536	6,028,158	-27.7%	8,575,136	2.9%
9001 Cobra Benefits	-	-	0.0%	-	0.0%
9005 Retired Employee Benefits	1,721,481	1,591,910	-7.5%	2,160,449	25.5%
700 SCCIC/COPS	300	300	0.0%	300	0.0%
TOTAL OPERATING EXPENSES	39,544,480	34,906,444	-11.7%	40,935,309	3.5%



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Consolidated Expenses

ACCOUNT	BUDGET	PROJECTED	% CHANGE	BUDGET	% CHANGE
	FY09 12/19/08	ACTUAL FY09	BUDGET FY09 PROJ ACT FY09	FY10 06/26/09	BUDGET FY09-FY10
LABOR					
501011 Bus Operator Pay	8,447,530	7,583,560	-10.2%	8,139,509	-3.6%
501013 Bus Operator OT	1,579,841	1,347,998	-14.7%	1,340,792	-15.1%
501021 Other Salaries	6,018,563	6,239,162	3.7%	6,760,686	12.3%
501023 Other OT	329,659	268,764	-18.5%	310,543	-5.8%
Totals	16,375,594	15,439,484	-5.7%	16,551,531	1.1%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	214,639	218,247	1.7%	257,801	20.1%
502021 Retirement	2,397,805	2,239,556	-6.6%	2,388,462	-0.4%
502031 Medical Ins	5,543,286	5,132,973	-7.4%	6,334,591	14.3%
502041 Dental Ins	503,199	468,937	-6.8%	556,752	10.6%
502045 Vision Ins	139,428	133,570	-4.2%	144,513	3.6%
502051 Life Ins/AD&D	50,172	43,336	-13.6%	51,834	3.3%
502060 State Disability Ins (SDI)	278,075	166,281	-40.2%	317,792	14.3%
502061 Long Term Disability Ins	230,273	214,119	-7.0%	271,195	17.8%
502071 State Unemployment Ins (SUI)	53,536	71,341	33.3%	53,211	-0.6%
502081 Worker's Comp Ins	999,100	853,331	-14.6%	1,029,073	3.0%
502101 Holiday Pay	392,097	375,624	-4.2%	404,834	3.2%
502103 Floating Holiday	69,801	63,514	-9.0%	72,498	3.9%
502109 Sick Leave	906,195	655,465	-27.7%	886,879	-2.1%
502111 Annual Leave	1,628,704	1,949,762	19.7%	1,556,459	-4.4%
502121 Other Paid Absence	124,278	132,082	6.3%	127,880	2.9%
502251 Phys. Exams	13,281	7,397	-44.3%	13,300	0.1%
502253 Driver Lic Renewal	4,350	1,289	-70.4%	4,400	1.1%
502999 Other Fringe Benefits	127,437	71,283	-44.1%	149,310	17.2%
Totals	13,675,657	12,798,107	-6.4%	14,620,784	6.9%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Consolidated Expenses

ACCOUNT	BUDGET	PROJECTED	% CHANGE	BUDGET	% CHANGE
	FY09 12/19/08	ACTUAL FY09	BUDGET FY09	FY10 06/26/09	BUDGET FY09-FY10
SERVICES					
503011 Accting/Audit Fees	100,250	100,250	0.0%	103,250	3.0%
503012 Admin/Bank Fees	208,250	193,050	-7.3%	216,630	4.0%
503031 Prof/Technical Fees	351,426	96,912	-72.4%	334,575	-4.8%
503032 Legislative Services	100,400	90,000	-10.4%	103,400	3.0%
503033 Legal Services	55,000	-	-100.0%	55,000	0.0%
503034 Pre-Employment Exams	15,460	10,113	-34.6%	12,440	-19.5%
503041 Temp Help	-	91,517	100.0%	-	0.0%
503161 Custodial Services	58,800	68,084	15.8%	66,100	12.4%
503162 Uniforms/Laundry	42,550	39,490	-7.2%	44,015	3.4%
503171 Security Services	400,500	356,990	-10.9%	406,368	1.5%
503221 Classified/Legal Ads	29,700	16,987	-42.8%	26,400	-11.1%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	5,000	-	-100.0%	4,000	-20.0%
503351 Repair - Bldg & Impr	90,000	84,845	-5.7%	91,500	1.7%
503352 Repair - Equipment	421,820	353,111	-16.3%	412,872	-2.1%
503353 Repair - Rev Vehicle	389,388	409,505	5.2%	437,300	12.3%
503354 Repair - Non Rev Vehicle	30,000	18,520	-38.3%	31,500	5.0%
503363 Haz Mat Disposal	44,669	55,459	24.2%	46,000	3.0%
Totals	2,343,213	1,984,833	-15.3%	2,391,350	2.1%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	201,300	175,000	-13.1%	207,400	3.0%
504012 Fuels & Lubricants - Rev Veh	3,238,322	1,427,591	-55.9%	3,245,000	0.2%
504021 Tires & Tubes	205,000	170,479	-16.8%	213,000	3.9%
504161 Other Mobile Supplies	10,000	8,773	-12.3%	10,300	3.0%
504191 Rev Vehicle Parts	615,300	317,974	-48.3%	817,000	32.8%
Totals	4,269,922	2,099,817	-50.8%	4,492,700	5.2%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Consolidated Expenses

ACCOUNT	BUDGET	PROJECTED	% CHANGE	BUDGET	% CHANGE	BUDGET	% CHANGE
	FY09 12/19/08	ACTUAL FY09	BUDGET FY09	PROJ ACT FY09	BUDGET FY09	FY10 06/26/09	BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES							
504205 Freight Out	3,500	2,252	-35.7%	3,600	2.9%	3,600	2.9%
504211 Postage & Mailing	29,642	14,474	-51.2%	26,266	-11.4%	26,266	-11.4%
504214 Promotional Items	-	-	0.0%	-	0.0%	-	0.0%
504215 Printing	102,800	90,807	-11.7%	101,137	-1.6%	101,137	-1.6%
504217 Photo Supp/Process	9,700	6,336	-34.7%	9,900	2.1%	9,900	2.1%
504311 Office Supplies	86,460	65,567	-24.2%	88,240	2.1%	88,240	2.1%
504315 Safety Supplies	27,300	14,303	-47.6%	33,500	22.7%	33,500	22.7%
504317 Cleaning Supplies	53,000	29,919	-43.5%	59,200	11.7%	59,200	11.7%
504409 Repair/Maint Supplies	55,000	52,921	-3.8%	57,300	4.2%	57,300	4.2%
504421 Non-Inventory Parts	52,000	47,563	-8.5%	53,550	3.0%	53,550	3.0%
504511 Small Tools	10,000	4,450	-55.5%	10,500	5.0%	10,500	5.0%
504515 Employee Tool Replacement	2,600	1,515	-41.7%	2,700	3.8%	2,700	3.8%
Totals	432,002	330,107	-23.6%	445,893	3.2%	445,893	3.2%
UTILITIES							
505011 Gas & Electric	221,011	195,857	-11.4%	229,212	3.7%	229,212	3.7%
505021 Water & Garbage	123,755	133,292	7.7%	128,171	3.6%	128,171	3.6%
505031 Telecommunications	135,666	113,959	-16.0%	147,578	8.8%	147,578	8.8%
Totals	480,432	443,108	-7.8%	504,961	5.1%	504,961	5.1%
CASUALTY & LIABILITY							
506011 Insurance - Property	118,347	75,000	-36.6%	121,898	3.0%	121,898	3.0%
506015 Insurance - PL/PPD	510,000	486,313	-4.6%	525,300	3.0%	525,300	3.0%
506021 Insurance - Other	800	711	-11.1%	800	0.0%	800	0.0%
506123 Settlement Costs	150,000	168,575	12.4%	150,000	0.0%	150,000	0.0%
506127 Repairs - District Prop	-	(35,673)	100.0%	-	0.0%	-	0.0%
Totals	779,147	694,926	-10.8%	797,998	2.4%	797,998	2.4%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Consolidated Expenses

ACCOUNT	BUDGET	PROJECTED	% CHANGE	BUDGET	% CHANGE
	FY09 12/19/08	ACTUAL FY09	BUDGET FY09 PROJ ACT FY09	FY10 06/26/09	BUDGET FY09-FY10
TAXES					
507051 Fuel Tax	12,300	9,735	-20.9%	14,510	18.0%
507201 Licenses & Permits	15,150	11,825	-21.9%	15,800	4.3%
507999 Other Taxes	26,200	26,883	2.6%	27,000	3.1%
Totals	53,650	48,443	-9.7%	57,310	6.8%
PURCHASED TRANS.					
503406 Contract/Paratransit	250,000	183,000	-26.8%	250,000	0.0%
Totals	250,000	183,000	-26.8%	250,000	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	64,910	62,285	-4.0%	66,820	2.9%
509085 Advertising - Rev Prod	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	33,700	10,500	-68.8%	34,600	2.7%
509121 Employee Training	43,325	23,597	-45.5%	63,065	45.6%
509123 Travel	72,130	39,634	-45.1%	86,780	20.3%
509125 Local Meeting Expense	4,680	4,874	4.1%	4,950	5.8%
509127 Board Director Fees	13,200	12,000	-9.1%	13,200	0.0%
509150 Contributions	650	-	-100.0%	650	0.0%
509198 Cash Over/Short	500	(335)	-167.0%	500	0.0%
Totals	233,095	152,555	-34.6%	270,565	16.1%
LEASES & RENTALS					
512011 Facility Lease	622,658	714,459	14.7%	522,357	-16.1%
512061 Equipment Rental	29,110	17,606	-39.5%	29,860	2.6%
Totals	651,768	732,065	12.3%	552,217	-15.3%
PERSONNEL TOTAL					
	30,051,250	28,237,590	-6.0%	31,172,315	3.7%
NON-PERSONNEL TOTAL					
	9,493,229	6,668,854	-29.8%	9,762,994	2.8%
TOTAL OPERATING EXPENSES	39,544,480	34,906,444	-11.7%	40,935,309	3.5%

II. DEPARTMENTAL FUNCTIONS

OBJECTIVES

AND

LINE ITEM BUDGETS



ADMINISTRATION DEPARTMENT - 1100

OFFICE OF THE GENERAL MANAGER

MAJOR FUNCTIONS OF THE DEPARTMENT

The Administration Department/Office of the General Manager is responsible for all administrative activities of METRO. This includes Board activities, application for and administering of grants, legislative activities, maintaining official METRO records, planning and managing capital projects, and coordinating with other local agencies regarding public transportation.

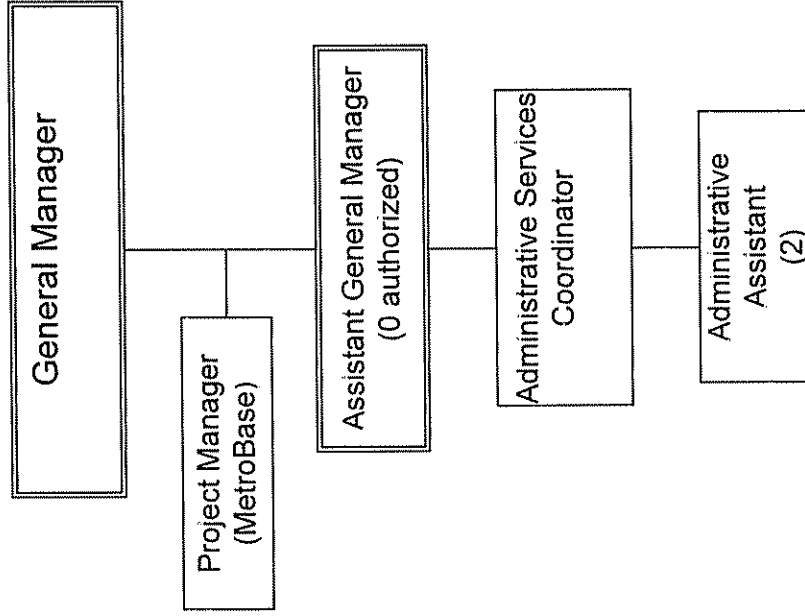
DEPARTMENT OBJECTIVES

- Continue to achieve timely preparation, delivery and posting of Board agenda packets, including timely preparation of Board Meeting minutes and maintenance of online archives.
- Continue to maintain the file retention system for METRO's official records.
- Aggressively seek and administer federal, state, and local grant funds to support the continued activities of METRO.
- Monitor federal legislation to ensure that those funds authorized are appropriated to benefit METRO.
- Monitor state legislative activities and advocate for restoration of STA funding to the \$743 million statewide level in any funding improvement bills.
- Advocate for the sale of all of the \$3.6 billion in state voter approved bonds in the PTMISEA Program.
- Complete renovation 110 Vernon Street facility to enable the move of Administration and Facility Maintenance from Encinal Street by October 31, 2009.
- Continue to identify and advocate for funding for the METRO Center Project (Pacific Station).
- Coordinate with other agencies towards the betterment of public transit in Santa Cruz County.
- Obtain funding, procure, and install second L/CNG tank at 1200 River St.
- Identify funding source for the replacement of 30 1998 diesel buses.
- Oversee the funding, solicitation of bids, award of bids, and construction of MetroBase Operations Facility.
- Complete construction of MetroBase Maintenance Building.

Administration Department (con't)

- Conduct facility site analysis for Paratransit Operations.
- Oversee implementation of improvements in Paratransit Service to address increasing ridership, including the replacement of 27 vehicles.
- Maintenance of the multi-year Capital and Operating Budget process, with five-year projections of METRO revenue and expenses, including monitoring of adherence to Budget Policies. Identify actions needed to achieve long term balanced budget.
- Continue to communicate to the SCCRTC, the Capital and Operating Budget financial resources that are necessary to sustain fixed-route and paratransit services.
- Participate in the implementation of the BRT Study being jointly sponsored by UCSC and METRO.
- Procure security projects funded with Proposition 1B Security Program funds.
- Develop and maintain a regular forum with UCSC for the discussion and resolution of issues regarding the bus service.
- Provide information and staff support for the Metro Advisory Committee (MAC).
- Participate in key committees of the California Transit Association.
- Monitor and support the CTA Lawsuit Shaw vs. Chaing/Genest.
- Participate in key committees of the American Public Transportation Association.
- Participate in the California Association of Community Transit (CALACT).
- Monitor the implementation of a Smart Card Fare Collection System using ARRA Funds.
- Recruit individuals to fill staff vacancies, including assisting Board of Directors in the General Manager recruiting process.

Office of the General Manager
1100



FY10 FINAL OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Administration - 1100

Position Title	Authorized FY 09	Funded FY 09	Authorized FY 10	Funded FY 10
General Manager	1.00	1.00	1.00	1.00
Assistant General Manager	0.50	0.50	0.00	0.00
Project Manager*	1.00	1.00	1.00	1.00
Admin Services Coordinator	1.00	1.00	1.00	1.00
Administrative Assistant	2.00	2.00	2.00	2.00
Grants/Legislative Analyst	0.00	0.00	0.00	0.00
Transit Planner	0.00	0.00	0.00	0.00
Transit Surveyor	0.00	0.00	0.00	0.00
Total Full-Time Equivalents (FTEs)	5.50	5.50	5.00	5.00

* Funded by capital grant

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET

Administration - 1100

ACCOUNT	BUDGET	PROJECTED	% CHANGE	BUDGET	% CHANGE
	FY09 12/19/08	ACTUAL FY09	BUDGET FY09 PROJ ACT FY09	FY10 06/26/09	BUDGET FY09-FY10
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 Other Salaries	454,984	508,530	11.8%	376,042	-17.4%
501023 Other OT	706	53	-92.5%	584	-17.4%
Totals	455,690	508,583	11.6%	376,626	-17.4%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	8,421	9,388	11.5%	7,761	-7.8%
502021 Retirement	89,679	88,077	-1.8%	71,613	-20.1%
502031 Medical Ins	73,846	78,807	6.7%	64,953	-12.0%
502041 Dental Ins	6,962	8,059	15.8%	5,714	-17.9%
502045 Vision Ins	2,344	2,358	0.6%	1,842	-21.4%
502051 Life Ins/AD&D	1,098	1,056	-3.8%	876	-20.2%
502060 State Disability Ins (SDI)	5,890	4,971	-15.6%	5,289	-10.2%
502061 Long Term Disability Ins	7,678	4,294	-44.1%	10,166	32.4%
502071 State Unemployment Ins (SUI)	1,125	1,628	44.7%	886	-21.2%
502081 Worker's Comp Ins	18,124	10,130	-44.1%	17,137	-5.4%
502101 Holiday Pay	7,398	9,556	29.2%	7,054	-4.6%
502103 Floating Holiday	17,749	17,749	0.0%	18,665	5.2%
502109 Sick Leave	83,744	17,941	-78.6%	69,442	-17.1%
502111 Annual Leave	79,329	95,669	20.6%	60,728	-23.4%
502121 Other Paid Absence	4,624	104	-97.8%	3,292	-28.8%
502251 Phys. Exams	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	6,189	4,967	-19.7%	8,000	29.3%
Totals	414,199	354,753	-14.4%	353,417	-14.7%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Administration - 1100

ACCOUNT	BUDGET	PROJECTED	% CHANGE	BUDGET	% CHANGE
	FY09 12/19/08	ACTUAL FY09	BUDGET FY09 PROJ ACT FY09	FY10 06/26/09	BUDGET FY09-FY10
SERVICES					
503011 Acting/Audit Fees	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	1,200	-	-100.0%	1,300	8.3%
503031 Prof/Technical Fees	111,376	9,000	-91.9%	42,232	-62.1%
503032 Legislative Services	100,400	90,000	-10.4%	103,400	3.0%
503033 Legal Services	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	0.0%
503171 Security Services	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	7,700	2,975	-61.4%	8,100	5.2%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	0.0%
503352 Repair - Equipment	11,420	10,000	-12.4%	11,700	2.5%
503353 Repair - Rev Vehicle	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%
Totals	232,096	111,975	-51.8%	166,732	-28.2%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Administration - 1100

ACCOUNT	BUDGET FY09 12/19/08	PROJECTED ACTUAL FY09	BUDGET FY09 PROJ ACT FY09	% CHANGE BUDGET FY09 PROJ ACT FY09	BUDGET FY10 06/26/09	% CHANGE BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES						
504205 Freight Out	-	-	-	0.0%	-	0.0%
504211 Postage & Mailing	13,552	8,000	8,000	-41.0%	11,800	-12.9%
504214 Promotional Items	-	-	-	0.0%	-	0.0%
504215 Printing	6,900	8,031	8,031	16.4%	10,487	52.0%
504217 Photo Supp/Process	100	-	-	-100.0%	100	0.0%
504311 Office Supplies	8,560	6,500	6,500	-24.1%	8,790	2.7%
504315 Safety Supplies	-	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	0.0%	-	0.0%
Totals	29,112	22,531	22,531	-22.6%	31,177	7.1%
UTILITIES						
505011 Gas & Electric	-	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY						
506011 Insurance - Property	-	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Administration - 1100

ACCOUNT	BUDGET FY09 12/19/08	PROJECTED ACTUAL FY09	% CHANGE BUDGET FY09 PROJ ACT FY09	BUDGET FY10 06/26/09	% CHANGE BUDGET FY09-FY10
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	52,910	50,000	-5.5%	54,450	2.9%
509085 Advertising - Rev Prod	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	30,200	7,000	-76.8%	31,100	3.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509123 Travel	70,130	38,634	-44.9%	84,780	20.9%
509125 Local Meeting Expense	4,580	4,541	-0.9%	4,700	2.6%
509127 Board Director Fees	13,200	12,000	-9.1%	13,200	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	171,020	112,175	-34.4%	188,230	10.1%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	600	586	-2.3%	620	3.3%
Totals	600	586	-2.3%	620	3.3%
PERSONNEL TOTAL	869,889	863,336	-0.8%	730,042	-16.1%
NON-PERSONNEL TOTAL	432,828	247,267	-42.9%	386,759	-10.6%
DEPARTMENT TOTALS	1,302,717	1,110,603	-14.7%	1,116,801	-14.3%



FINANCE DEPARTMENT – 1200

MAJOR FUNCTIONS OF THE DEPARTMENT

The Finance Department is responsible for:

- General Ledger
- Accounts Payable
- Accounts Receivable
- Grant Accounting
- Payroll
- Fixed Asset Accounting
- Investment
- Audit
- Debt Service
- Financial Forecasting
- Financial Reporting
- Monthly, Quarterly, and Annual Tax Filings
- Purchasing
- Grant Applications
- Revenue Collection
- Transit Planning
- Ridership Reporting
- Advertising
- CalTIP

The Finance Department also:

- Develops and monitors the District's annual operating and capital budget
- Develops and updates short-range and long-range financial plans
- Purchases and maintains property and liability insurance
- Processes collections
- Disseminates a wide variety of information to other departments and the public

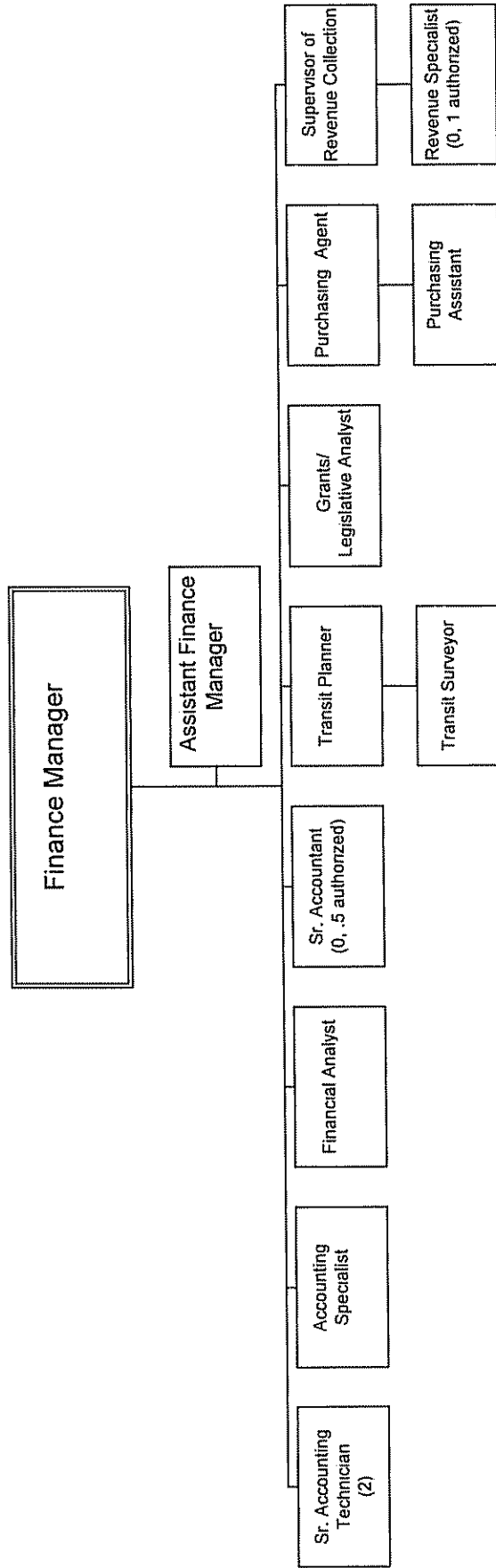
DEPARTMENT OBJECTIVES FOR FY10

- Work with District Counsel and Human Resources to comply with new laws, rules, regulations and Union contracts
- Expand cross-training assignments within the department to enhance departmental efficiency
- Continue automating the timekeeping process for METRO via the Qquest timekeeping software to increase efficiency and ensure compliance with the Fair Labor Standards Act

Finance Department (con't)

- Refine the accounts receivable process to increase efficiency and accuracy of the monthly billing process
- Maximize the benefits of existing, upgraded, and/or new technology programs
- Continue to develop five-year projections of operating revenues and expenses to assist the Board of Directors in long-term budgetary planning
- Coordinate teams to explore data requirements and implement the replacement of the Fleet / Facilities Maintenance System, a Human Resources System, and a Purchasing System
- Promote individual training and education within the department
- Continue to improve and update processes relating to internal control, policies and procedures
- Enhance reporting functions through graphs, charts and presentations to the Departments, Management, Board of Directors, and the Public
- Provide the tools, time and talent for the staff to improve overall efficiency through automation, education and a more user-friendly computer environment
- Implement and monitor GASB 45 accounting standards to measure, recognize, and display post-employment benefits other than pensions (OPEB) in the annual audited financial statements
- Manage the moving process of the Encinal Staff to Vernon with all departments
- Maintain CalTIP Insurance Board position and adhere to decisions related to the insurance pool
- Promote advertising on our buses and be mindful of new advertising opportunities within our advertising policies

Finance Department 1200



FY10 FINAL OPERATING BUDGET
 Authorized and Funded Personnel - Full Time Equivalent (FTE)
 Finance - 1200

Position Title	Authorized FY 09	Funded FY 09	Authorized FY 10	Funded FY 10
Finance Manager	1.00	1.00	1.00	1.00
Assistant Finance Manager	1.00	1.00	1.00	1.00
Senior Accountant	0.50	0.00	0.50	0.00
Accounting Specialist	1.00	1.00	1.00	1.00
Sr Acctng Tech	2.00	2.00	2.00	2.00
Financial Analyst	1.00	1.00	1.00	1.00
Grants/Legislative Analyst	1.00	1.00	1.00	1.00
Transit Planner	1.00	1.00	1.00	1.00
Transit Surveyor	1.00	1.00	1.00	1.00
Purchasing Agent	1.00	1.00	1.00	1.00
Purchasing Agent	1.00	1.00	1.00	1.00
Supervisor of Revenue Collection	1.00	1.00	1.00	1.00
Revenue Specialist	1.00	0.00	1.00	0.00
Total Full-Time Equivalents (FTEs)	13.50	12.00	13.50	12.00

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Finance - 1200

ACCOUNT	BUDGET FY09 12/19/08	PROJECTED ACTUAL FY09	% CHANGE BUDGET FY09 PROJ ACT FY09	BUDGET FY10 06/26/09	% CHANGE BUDGET FY09-FY10
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 Other Salaries	551,460	559,657	1.5%	698,081	26.6%
501023 Other OT	435	240	-44.8%	551	26.6%
Totals	551,895	559,897	1.4%	698,632	26.6%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	9,404	9,588	2.0%	11,974	27.3%
502021 Retirement	88,924	90,798	2.1%	106,594	19.9%
502031 Medical Ins	108,420	97,040	-10.5%	130,921	20.8%
502041 Dental Ins	11,189	10,013	-10.5%	15,306	36.8%
502045 Vision Ins	3,321	3,102	-6.6%	4,019	21.0%
502051 Life Ins/AD&D	1,346	1,190	-11.6%	1,590	18.1%
502060 State Disability Ins (SDI)	8,366	6,508	-22.2%	11,539	37.9%
502061 Long Term Disability Ins	7,313	6,422	-12.2%	11,876	62.4%
502071 State Unemployment Ins (SUI)	1,599	3,315	107.3%	1,932	20.8%
502081 Worker's Comp Ins	36,247	8,541	-76.4%	37,391	3.2%
502101 Holiday Pay	7,484	12,861	71.8%	9,528	27.3%
502103 Floating Holiday	8,359	8,359	0.0%	9,465	13.2%
502109 Sick Leave	29,935	19,798	-33.9%	36,769	22.8%
502111 Annual Leave	54,493	73,360	34.6%	66,199	21.5%
502121 Other Paid Absence	4,677	4,715	0.8%	5,745	22.8%
502251 Phys. Exams	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	4,784	3,961	-17.2%	6,228	30.2%
Totals	385,863	359,570	-6.8%	467,076	21.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET

Finance - 1200

ACCOUNT	BUDGET	PROJECTED	% CHANGE	BUDGET	% CHANGE
	FY09 12/19/08	ACTUAL FY09	BUDGET FY09 PROJ ACT FY09	FY10 06/26/09	BUDGET FY09-FY10
SERVICES					
503011 Accting/Audit Fees	100,000	100,000	0.0%	103,000	3.0%
503012 Admin/Bank Fees	207,000	193,000	-6.8%	215,280	4.0%
503031 Prof/Technical Fees	18,000	533	-97.0%	-	-100.0%
503032 Legislative Services	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	0.0%
503171 Security Services	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	6,900	7,000	1.4%	7,100	2.9%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	0.0%	515	100.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%
Totals	331,900	300,533	-9.5%	325,895	-1.8%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

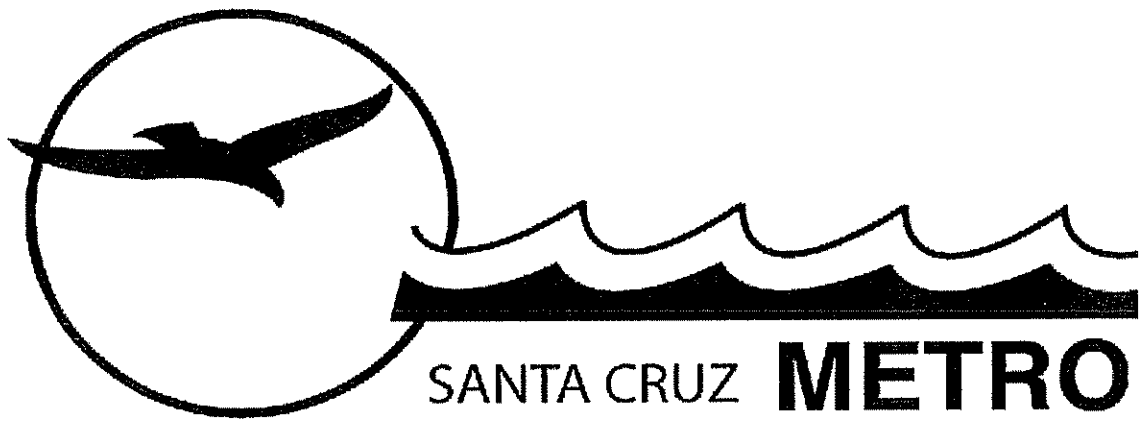
Finance - 1200

ACCOUNT	BUDGET FY09 12/19/08	PROJECTED ACTUAL FY09	% CHANGE BUDGET FY09 PROJ ACT FY09	BUDGET FY10 06/26/09	% CHANGE BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	0.0%
504211 Postage & Mailing	106	23	-78.2%	106	0.4%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	2,000	1,167	-41.7%	2,100	5.0%
504217 Photo Supp/Process	-	-	0.0%	-	0.0%
504311 Office Supplies	7,700	3,500	-54.5%	8,550	11.0%
504315 Safety Supplies	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%
Totals	9,806	4,690	-52.2%	10,756	9.7%
UTILITIES					
505011 Gas & Electric	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY					
506011 Insurance - Property	118,347	75,000	-36.6%	121,898	3.0%
506015 Insurance - PL/PD	510,000	486,313	-4.6%	525,300	3.0%
506021 Insurance - Other	800	711	-11.1%	800	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	629,147	562,024	-10.7%	647,998	3.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Finance - 1200

ACCOUNT	BUDGET FY09 12/19/08	PROJECTED ACTUAL FY09	% CHANGE BUDGET FY09 PROJ ACT FY09	BUDGET FY10 06/26/09	% CHANGE BUDGET FY09-FY10
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	1,800	1,217	-32.4%	2,150	19.4%
509085 Advertising - Rev Prod	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	500	(335)	-167.0%	500	0.0%
Totals	2,300	882	-61.7%	2,650	15.2%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PERSONNEL TOTAL	937,758	919,467	-2.0%	1,165,708	24.3%
NON-PERSONNEL TOTAL	973,153	868,129	-10.8%	987,299	1.5%
DEPARTMENT TOTALS	1,910,910	1,787,596	-6.5%	2,153,007	12.7%



CUSTOMER SERVICE - 1300

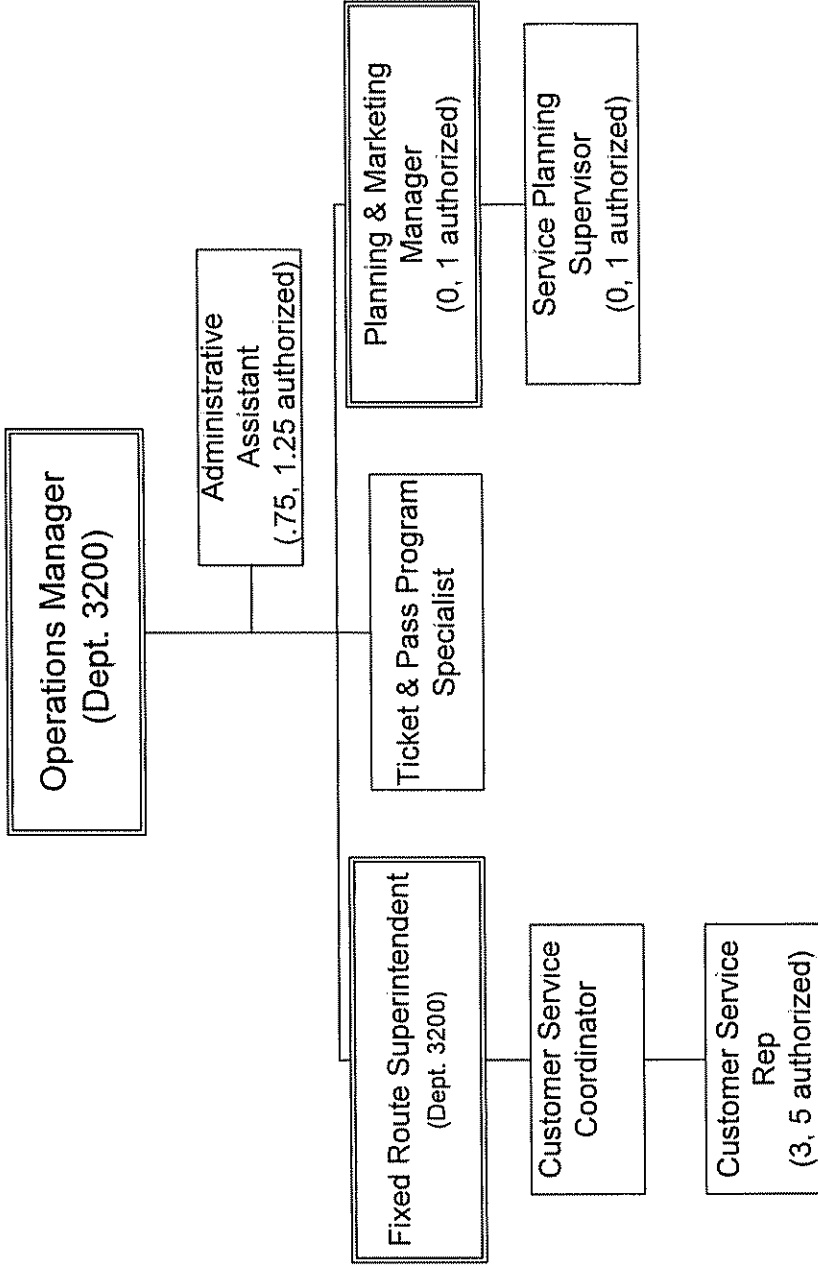
MAJOR FUNCTIONS OF THE DEPARTMENT

The Customer Service Department located in Santa Cruz Metro Transit Center provides bi-lingual customer comment assistance, bus route information, trip-planning assistance, lost and found services, ticket and pass sales to METRO customers.

DEPARTMENT OBJECTIVES

- Take actions necessary, within budget constraints, to complete the transition of Senior and Disabled Cards to a digital computerized process.
- Develop a proposal that would expand the hours and days for the customer service function at Santa Cruz Metro Transit Center.
- Increase hours of Customer Service function at Watsonville Transit Center.
- Update Customer Service Department Procedures Manual.
- Update and translate to Spanish all relevant Customer Service forms.
- Update Eligibility Criteria for Discount Fares.
- Explore the use of a Convenience Card for the Hwy 17 service.
- Improve Santa Cruz Metro Transit Center lobby seating to better serve Senior and Disabled customers.
- Install additional surveillance cameras in areas identified as deficient.

Customer Service 1300



FY10 FINAL OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Customer Service - 1300

Position Title	Authorized FY 09	Funded FY 09	Authorized FY 10	Funded FY 10
Planning & Marketing Manager	1.00	0.00	1.00	0.00
Service Planning Supervisor	1.00	0.00	1.00	0.00
Customer Service Coordinator	1.00	1.00	1.00	1.00
CSR	5.00	3.00	5.00	3.00
Ticket & Pass Program Specialist	1.00	1.00	1.00	1.00
Administrative Assistant	1.25	0.75	1.25	0.75
Total Full-Time Equivalents (FTEs)	10.25	5.75	10.25	5.75

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Customer Service - 1300

ACCOUNT	BUDGET	PROJECTED	% CHANGE	BUDGET	% CHANGE
	FY09 12/19/08	ACTUAL FY09	BUDGET FY09 PROJ ACT FY09	FY10 06/26/09	BUDGET FY09-FY10
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 Other Salaries	236,822	234,820	-0.8%	237,483	0.3%
501023 Other OT	247	1,321	434.7%	5,000	1924.3%
Totals	237,069	236,141	-0.4%	242,483	2.3%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	1,944	1,985	2.1%	2,744	41.2%
502021 Retirement	39,587	39,485	-0.3%	38,796	-2.0%
502031 Medical Ins	80,114	78,289	-2.3%	91,128	13.7%
502041 Dental Ins	8,682	8,573	-1.3%	10,367	19.4%
502045 Vision Ins	2,009	1,973	-1.8%	2,009	0.0%
502051 Life Ins/AD&D	702	663	-5.5%	702	0.0%
502060 State Disability Ins (SDI)	5,055	2,668	-47.2%	5,769	14.1%
502061 Long Term Disability Ins	3,408	3,564	4.6%	3,297	-3.2%
502071 State Unemployment Ins (SUI)	966	1,288	33.3%	966	0.0%
502081 Worker's Comp Ins	17,370	5,112	-70.6%	17,918	3.2%
502101 Holiday Pay	3,378	4,286	26.9%	3,269	-3.2%
502103 Floating Holiday	-	-	0.0%	-	0.0%
502109 Sick Leave	12,750	9,920	-22.2%	13,075	2.6%
502111 Annual Leave	34,986	48,633	39.0%	34,084	-2.6%
502121 Other Paid Absence	2,040	789	-61.3%	2,043	0.1%
502251 Phys. Exams	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	180	166	-7.8%	185	3.0%
Totals	213,171	207,390	-2.7%	226,352	6.2%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Customer Service - 1300

ACCOUNT	BUDGET FY09 12/19/08	PROJECTED ACTUAL FY09	% CHANGE BUDGET FY09 PROJ ACT FY09	BUDGET FY10 06/26/09	% CHANGE BUDGET FY09-FY10
SERVICES					
503011 Accting/Audit Fees	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	14,000	13,029	-6.9%	14,500	3.6%
503032 Legislative Services	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	0.0%
503171 Security Services	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	5,000	-	-100.0%	4,000	-20.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	0.0%
503352 Repair - Equipment	2,000	2,000	0.0%	2,100	5.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%
Totals	21,000	15,029	-28.4%	20,600	-1.9%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Customer Service - 1300

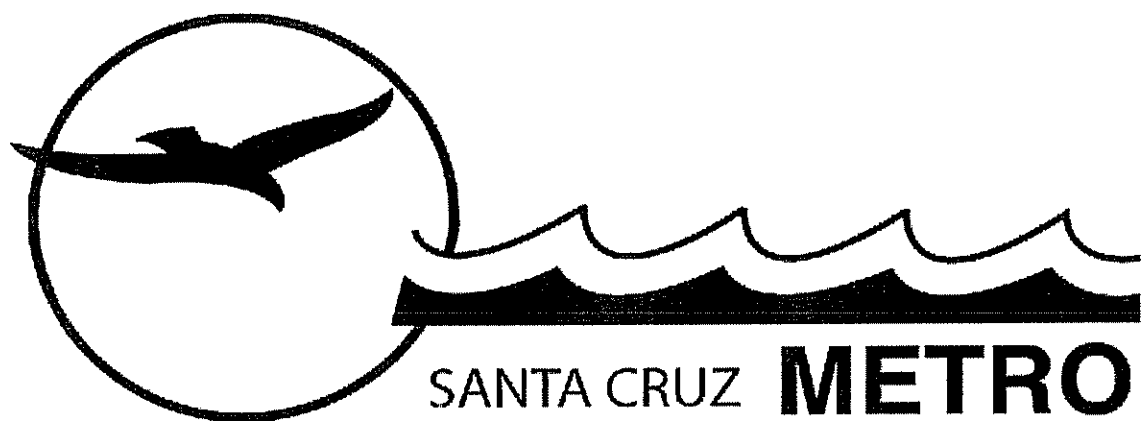
ACCOUNT	BUDGET	PROJECTED	% CHANGE	BUDGET	% CHANGE
	FY09 12/19/08	ACTUAL FY09	BUDGET FY09 PROJ ACT FY09	FY10 06/26/09	BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	0.0%
504211 Postage & Mailing	7,700	5,000	-35.1%	6,000	-22.1%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	67,000	65,000	-3.0%	65,000	-3.0%
504217 Photo Supp/Process	4,200	3,667	-12.7%	4,300	2.4%
504311 Office Supplies	3,700	3,000	-18.9%	4,000	8.1%
504315 Safety Supplies	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%
Totals	82,600	76,667	-7.2%	79,300	-4.0%
UTILITIES					
505011 Gas & Electric	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Customer Service - 1300

ACCOUNT	BUDGET FY09 12/19/08	PROJECTED ACTUAL FY09	% CHANGE BUDGET FY09 PROJ ACT FY09	BUDGET FY10 06/26/09	% CHANGE BUDGET FY09-FY10
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	1,800	896	-50.2%	1,900	5.6%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	1,800	896	-50.2%	1,900	5.6%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	-	-	0.0%	-	0.0%
509085 Advertising - Rev Prod	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	500	-	-100.0%	500	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	500	-	-100.0%	500	0.0%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	1,500	1,500	0.0%	1,600	6.7%
Totals	1,500	1,500	0.0%	1,600	6.7%
PERSONNEL TOTAL					
	450,239	443,531	-1.5%	468,836	4.1%
NON-PERSONNEL TOTAL					
	107,400	94,092	-12.4%	103,900	-3.3%
DEPARTMENT TOTALS					
	557,639	537,623	-3.6%	572,736	2.7%

CusService - 1300



PARATRANSIT DIVISION - 3100

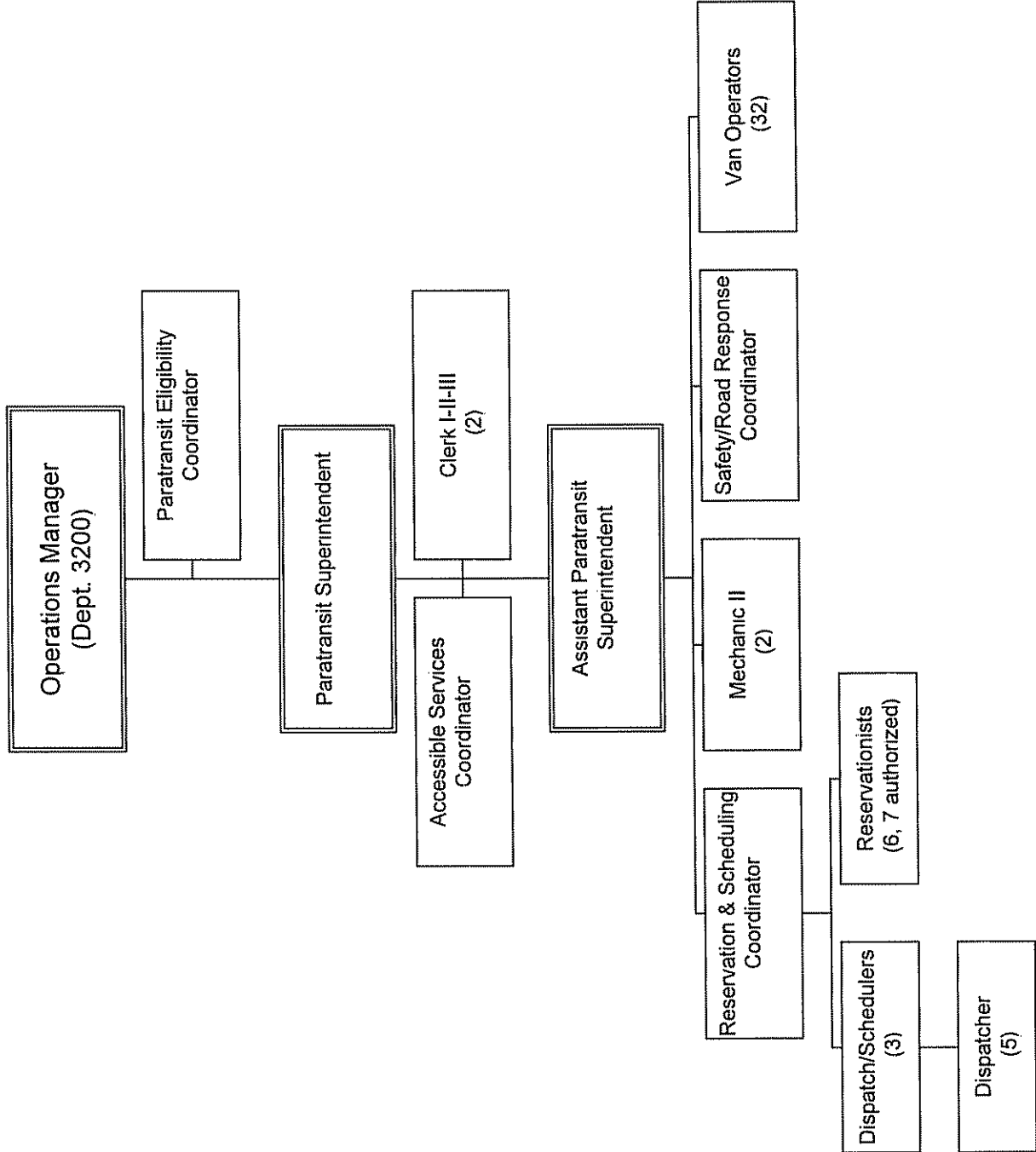
MAJOR FUNCTIONS OF THE DEPARTMENT

The Paratransit Department is responsible for coordinating and providing safe, efficient, reliable, and courteous Paratransit service to the Senior and Disabled residents and visitors of Santa Cruz County who are unable to use METRO's Fixed Route Bus System.

DEPARTMENT OBJECTIVES

- Take actions necessary, within budget constraints, to complete the transition of Paratransit ID cards to a computerized process.
- Implement process necessary to achieve stakeholder input, and revise the Paratransit Employee Handbook for Paratransit personnel.
- Implement process necessary to achieve stakeholder input, and revise the Paratransit Policy and Procedures and revise the Paratransit Customer Guide.
- Expand and improve the security surveillance system for the Paratransit operating facilities.
- Arrange ongoing development training for new and existing staff covering a variety of areas critical to effective efficient Paratransit operation to include Customer Service, Ride Scheduling, Eligibility, Office Administration, and Supervision.
- Develop a proposal that would expand the hours and days for the customer service function including a PASS-IVR Interactive Voice System.
- Coordinate efforts with the Information Technology Department to improve METRO's Paratransit Section Website.
- Development and certification of staff to respond to emergency situations through certification in National Incident Management System (NIMS) and Incident Command System training.
- Develop a proposal that would expand and update PASS Trapeze Software including Passenger Eligibility Module.
- Develop a proposal to obtain funding for the installation of Paratransit fleet Mobile Data Terminal System (MDT).

Paratransit Division 3100



FY10 FINAL OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Paratransit - 3100

Position Title	Authorized FY 09	Funded FY 09	Authorized FY 10	Funded FY 10
Paratransit Superintendent	1.00	1.00	1.00	1.00
Assistant Paratransit Superintendent	1.00	1.00	1.00	1.00
Accessible Services Coordinator	1.00	1.00	1.00	1.00
Paratransit Eligibility Coordinator	1.00	1.00	1.00	1.00
Reservation & Scheduling Coord	1.00	1.00	1.00	1.00
Safety/Road Response Coord	1.00	1.00	1.00	1.00
Dispatcher/Scheduler & Dispatcher	8.00	8.00	8.00	8.00
Clerk I-II-III	2.00	2.00	2.00	2.00
Van Operator	32.00	32.00	32.00	32.00
Reservationist	7.00	6.00	7.00	6.00
Mechanic I-II	2.00	2.00	2.00	2.00
Total Full-Time Equivalents (FTEs)	57.00	56.00	57.00	56.00

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Paratransit - 3100

ACCOUNT	BUDGET	PROJECTED	% CHANGE	BUDGET	% CHANGE	BUDGET	% CHANGE
	FY09 12/19/08	ACTUAL FY09	BUDGET FY09 PROJ ACT FY09	FY10 06/26/09	BUDGET FY09-FY10	FY09-FY10	BUDGET
LABOR							
501011 Bus Operator Pay	1,438,546	945,410	-34.3%	927,092	-35.6%		
501013 Bus Operator OT	190,886	164,053	-14.1%	124,350	-34.9%		
501021 Other Salaries	207,737	425,210	104.7%	812,774	291.3%		
501023 Other OT	468	33,295	7014.4%	74,200	15754.7%		
Totals	1,837,636	1,567,968	-14.7%	1,938,416	5.5%		
FRINGE BENEFITS							
502011 Medicare/Soc. Sec.	27,598	27,321	-1.0%	29,221	5.9%		
502021 Retirement	260,942	223,363	-14.4%	269,637	3.3%		
502031 Medical Ins	747,563	599,150	-19.9%	798,613	6.8%		
502041 Dental Ins	67,358	55,940	-17.0%	67,798	0.7%		
502045 Vision Ins	19,030	16,547	-13.0%	18,755	-1.4%		
502051 Life Ins/AD&D	6,855	5,764	-15.9%	6,738	-1.7%		
502060 State Disability Ins (SDI)	46,808	17,136	-63.4%	53,850	15.0%		
502061 Long Term Disability Ins	23,734	21,600	-9.0%	33,761	42.2%		
502071 State Unemployment Ins (SUI)	9,177	12,049	31.3%	9,016	-1.8%		
502081 Worker's Comp Ins	169,160	137,185	-18.9%	174,499	3.2%		
502101 Holiday Pay	53,086	44,213	-16.7%	56,230	5.9%		
502103 Floating Holiday	3,070	3,070	0.0%	5,805	89.1%		
502109 Sick Leave	89,857	68,583	-23.7%	95,491	6.3%		
502111 Annual Leave	140,227	166,963	19.1%	103,470	-26.2%		
502121 Other Paid Absence	13,549	12,158	-10.3%	14,360	6.0%		
502251 Phys. Exams	3,000	1,100	-63.3%	3,000	0.0%		
502253 Driver Lic Renewal	1,000	45	-95.5%	1,000	0.0%		
502999 Other Fringe Benefits	4,916	4,064	-17.3%	6,363	29.4%		
Totals	1,686,931	1,416,252	-16.0%	1,747,606	3.6%		

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Paratransit - 3100

ACCOUNT	BUDGET	PROJECTED	% CHANGE	BUDGET	% CHANGE
	FY09 12/19/08	ACTUAL FY09	BUDGET FY09 PROJ ACT FY09	FY10 06/26/09	BUDGET FY09-FY10
SERVICES					
503011	-	-	0.0%	-	0.0%
503012	-	-	0.0%	-	0.0%
503031	40,000	21,863	-45.3%	8,000	-80.0%
503032	-	-	0.0%	-	0.0%
503033	-	-	0.0%	-	0.0%
503034	-	-	0.0%	-	0.0%
503041	-	-	0.0%	-	0.0%
503161	-	-	0.0%	-	0.0%
503162	3,500	2,905	-17.0%	3,600	2.9%
503171	-	-	0.0%	-	0.0%
503221	-	-	0.0%	-	0.0%
503222	-	-	0.0%	-	0.0%
503225	-	-	0.0%	-	0.0%
503351	-	-	0.0%	-	0.0%
503352	7,500	1,953	-74.0%	8,000	6.7%
503353	139,388	169,505	21.6%	180,000	29.1%
503354	-	-	0.0%	-	0.0%
503363	-	-	0.0%	-	0.0%
Totals	190,388	196,226	3.1%	199,600	4.8%
MOBILE MATERIALS & SUPPLIES					
504011	1,000	-	-100.0%	1,100	10.0%
504012	250,000	152,591	-39.0%	250,000	0.0%
504021	25,000	21,479	-14.1%	26,000	4.0%
504161	-	-	0.0%	-	0.0%
504191	85,000	60,000	-29.4%	95,000	11.8%
Totals	361,000	234,070	-35.2%	372,100	3.1%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

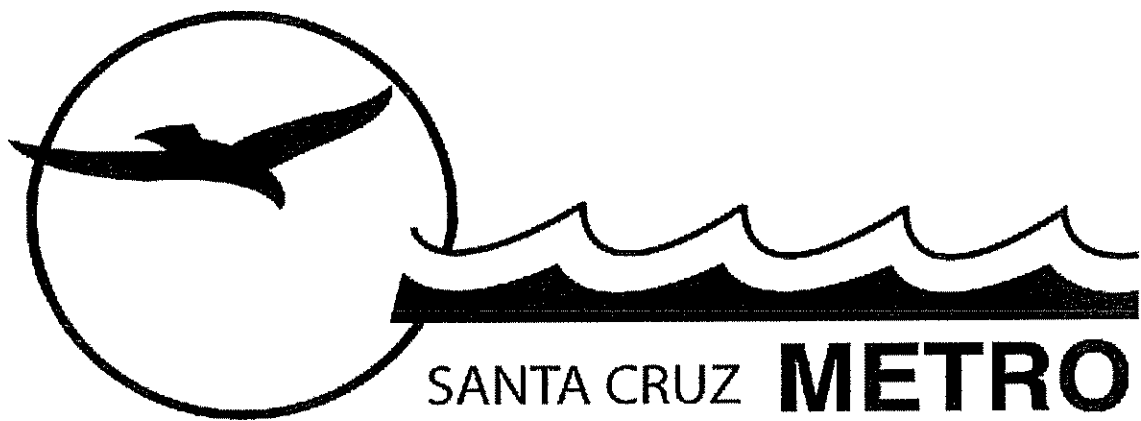
Paratransit - 3100

ACCOUNT	BUDGET	PROJECTED	% CHANGE	BUDGET	% CHANGE
	FY09 12/19/08	ACTUAL FY09	BUDGET FY09 PROJ ACT FY09	FY10 06/26/09	BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	0.0%
504211 Postage & Mailing	5,125	403	-92.1%	5,500	7.3%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	6,500	2,142	-67.0%	7,000	7.7%
504217 Photo Supp/Process	1,500	359	-76.1%	1,600	6.7%
504311 Office Supplies	11,500	3,427	-70.2%	12,500	8.7%
504315 Safety Supplies	1,200	498	-58.5%	1,300	8.3%
504317 Cleaning Supplies	1,000	-	-100.0%	1,100	10.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	1,000	-	-100.0%	1,100	10.0%
504511 Small Tools	1,500	1,306	-12.9%	1,700	13.3%
504515 Employee Tool Replacement	1,000	615	-38.5%	1,000	0.0%
Totals	30,325	8,750	-71.1%	32,800	8.2%
UTILITIES					
505011 Gas & Electric	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	0.0%
505031 Telecommunications	37,000	18,000	-51.4%	37,000	0.0%
Totals	37,000	18,000	-51.4%	37,000	0.0%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Paratransit - 3100

ACCOUNT	BUDGET FY09 12/19/08	PROJECTED ACTUAL FY09	% CHANGE BUDGET FY09 PROJ ACT FY09	BUDGET FY10 06/26/09	% CHANGE BUDGET FY09-FY10
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	750	-	-100.0%	800	6.7%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	750	-	-100.0%	800	6.7%
PURCHASED TRANS.					
503406 Contract/Paratransit	250,000	183,000	-26.8%	250,000	0.0%
Totals	250,000	183,000	-26.8%	250,000	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	-	-	0.0%	-	0.0%
509085 Advertising - Rev Prod	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	150	-	-100.0%	150	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	150	-	-100.0%	150	0.0%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	700	900	28.6%	800	14.3%
Totals	700	900	28.6%	800	14.3%
PERSONNEL TOTAL	3,524,568	2,984,220	-15.3%	3,686,022	4.6%
NON-PERSONNEL TOTAL	870,313	640,946	-26.4%	893,250	2.6%
DEPARTMENT TOTALS	4,394,881	3,625,166	-17.5%	4,579,272	4.2%



OPERATIONS DEPARTMENT - 3200

MAJOR FUNCTIONS OF THE DEPARTMENT

The Operations Department coordinates and administers activities related to METRO's fixed route bus service. It provides supervisory, training; scheduling and clerical support required meeting Federal, State, Local, and METRO organizational requirement for the delivery of bus service in Santa Cruz County.

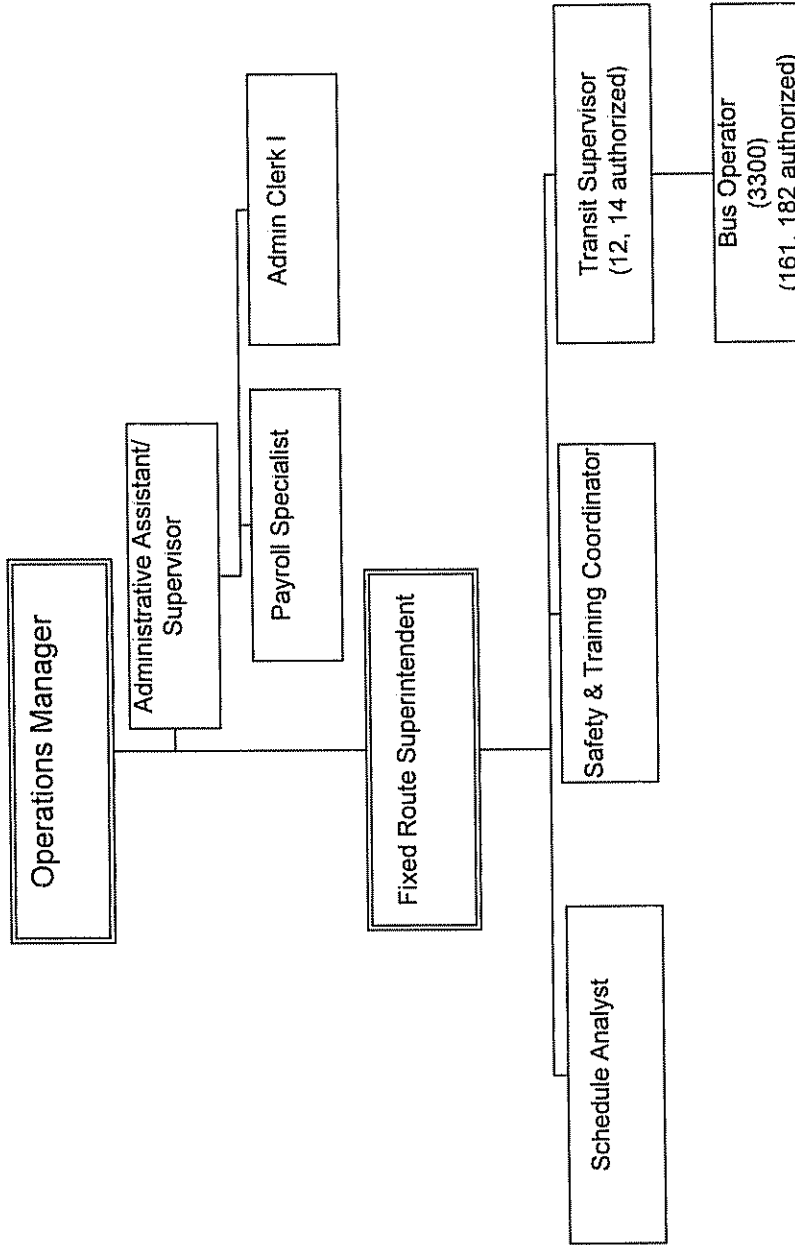
DEPARTMENT OBJECTIVES

- Take actions necessary, within budget constraints, to complete the transition of Senior and Disabled Cards to a computerized process.
- Implement process necessary to achieve stakeholder input, and revise the Operator Handbooks for the Fixed-Route and Paratransit personnel.
- Provide assistance and take actions to support the construction of the MetroBase facilities.
- Continue monitoring of vehicle tracking system for fixed-route buses using data to refine scheduling processes.
- Coordinate installation of security surveillance system for the transit centers, operating facilities.
- Arrange ongoing development training for new and existing staff covering a variety of areas critical to effective efficient fixed route operation to include Customer Service, Scheduling, and Office Administration.
- Provide opportunities in developmental training for new and experienced Supervisors in a variety of areas critical to effective Transit Supervision, Accident Investigation Training, Instructor's Course in Bus Operator Training, NTI courses in Transitioning to Supervision and Effective Supervision, and certification as DMV examiners for the Employer Testing Program.
- Continue development and certification of staff to respond to emergency situations through training in National Incident Management System (NIMS) and Incident Command System training.
- Increase communication and interaction with Office of Emergency Services to include Supervisory staff.
- Working with Human Resources Department, continue to refine various job descriptions to enhance employment standards.
- Increase training in various skill sets for Office Administrative staff.

Operations Department (con't)

- Increase METRO employment interest through creation of bus advertisement signs soliciting recruitment.
- Improve security procedures for new fueling facility.

Operations Department
3200/3300



FY10 FINAL OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Operations - 3200

Position Title	Authorized FY 09	Funded FY 09	Authorized FY 10	Funded FY 10
Operations Manager	1.00	1.00	1.00	1.00
Fixed Route Superintendent	1.00	1.00	1.00	1.00
Transit Supervisor	14.00	12.00	14.00	12.00
Schedule Analyst	1.00	1.00	1.00	1.00
Supervisor of Revenue Collection	0.00	0.00	0.00	0.00
Safety & Training Coordinator	1.00	1.00	1.00	1.00
Admin Assistant/Supervisor	1.00	1.00	1.00	1.00
Administrative Clerk I	1.00	1.00	1.00	1.00
Payroll Specialist	0.00	0.00	0.00	0.00
Revenue Specialist	0.00	0.00	0.00	0.00
Total Full-Time Equivalents (FTEs)	21.00	19.00	21.00	19.00

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Operations - 3200

ACCOUNT	BUDGET	PROJECTED	% CHANGE	BUDGET	% CHANGE
	FY09 12/19/08	ACTUAL FY09	BUDGET FY09 PROJ ACT FY09	FY10 06/26/09	BUDGET FY09-FY10
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 Other Salaries	1,100,096	1,077,166	-2.1%	1,110,162	0.9%
501023 Other OT	199,204	99,308	-50.1%	100,217	-49.7%
Totals	1,299,300	1,176,474	-9.5%	1,210,378	-6.8%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	13,033	13,026	0.0%	19,766	51.7%
502021 Retirement	184,956	176,599	-4.5%	182,396	-1.4%
502031 Medical Ins	260,346	220,545	-15.3%	266,791	2.5%
502041 Dental Ins	24,521	21,087	-14.0%	25,482	3.9%
502045 Vision Ins	6,503	5,881	-9.6%	6,363	-2.2%
502051 Life Ins/AD&D	2,458	2,128	-13.4%	2,409	-2.0%
502060 State Disability Ins (SDI)	15,519	12,014	-22.6%	18,269	17.7%
502061 Long Term Disability Ins	15,668	12,534	-20.0%	18,318	16.9%
502071 State Unemployment Ins (SUI)	3,127	4,008	28.2%	3,059	-2.2%
502081 Worker's Comp Ins	57,393	40,466	-29.5%	59,204	3.2%
502101 Holiday Pay	15,505	19,130	23.4%	15,668	1.1%
502103 Floating Holiday	8,685	7,600	-12.5%	9,136	5.2%
502109 Sick Leave	62,018	26,330	-57.5%	62,671	1.1%
502111 Annual Leave	181,019	181,300	0.2%	155,769	-13.9%
502121 Other Paid Absence	9,691	16,474	70.0%	9,792	1.0%
502251 Phys. Exams	581	600	3.2%	500	-14.0%
502253 Driver Lic Renewal	-	45	100.0%	-	0.0%
502999 Other Fringe Benefits	3,776	3,095	-18.0%	5,189	37.4%
Totals	864,798	762,864	-11.8%	860,783	-0.5%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Operations - 3200

ACCOUNT	BUDGET	PROJECTED	% CHANGE	BUDGET	% CHANGE
	FY09 12/19/08	ACTUAL FY09	BUDGET FY09	FY10 06/26/09	BUDGET FY09-FY10
SERVICES					
503011 Accting/Audit Fees	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	30,000	30,000	0.0%	30,900	3.0%
503032 Legislative Services	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	0.0%
503041 Temp Help	-	75,000	100.0%	-	0.0%
503161 Custodial Services	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	550	1,121	103.8%	565	2.7%
503171 Security Services	391,500	349,700	-10.7%	397,168	1.4%
503221 Classified/Legal Ads	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	3,000	3,267	8.9%	4,000	33.3%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%
Totals	425,050	459,088	8.0%	432,633	1.8%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Operations - 3200

ACCOUNT	BUDGET	PROJECTED	% CHANGE	BUDGET	% CHANGE
	FY09 12/19/08	ACTUAL FY09	BUDGET FY09 PROJ ACT FY09	FY10 06/26/09	BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	0.0%
504211 Postage & Mailing	875	98	-88.8%	900	2.9%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	15,000	8,000	-46.7%	15,000	0.0%
504217 Photo Supp/Process	3,500	2,000	-42.9%	3,500	0.0%
504311 Office Supplies	14,700	14,500	-1.4%	15,200	3.4%
504315 Safety Supplies	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%
Totals	34,075	24,598	-27.8%	34,600	1.5%
UTILITIES					
505011 Gas & Electric	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	0.0%
505031 Telecommunications	32,500	30,000	-7.7%	33,500	3.1%
Totals	32,500	30,000	-7.7%	33,500	3.1%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Operations - 3200

ACCOUNT	BUDGET FY09 12/19/08	PROJECTED ACTUAL FY09	% CHANGE BUDGET FY09 PROJ ACT FY09	BUDGET FY10 06/26/09	% CHANGE BUDGET FY09-FY10
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	-	-	0.0%	-	0.0%
509085 Advertising - Rev Prod	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
LEASES & RENTALS					
512011 Facility Lease	25,841	25,301	-2.1%	26,615	3.0%
512061 Equipment Rental	5,000	5,000	0.0%	5,000	0.0%
Totals	30,841	30,301	-1.8%	31,615	2.5%
PERSONNEL TOTAL					
	2,164,098	1,939,339	-10.4%	2,071,161	-4.3%
NON-PERSONNEL TOTAL					
	522,466	543,987	4.1%	532,348	1.9%
DEPARTMENT TOTALS					
	2,686,564	2,483,326	-7.6%	2,603,509	-3.1%

Operations - 3200



BUS OPERATOR DIVISION - 3300

MAJOR FUNCTIONS OF THE DEPARTMENT

The Fixed Route Bus Division is responsible for providing safe, efficient, reliable, and courteous transit service to the residents and visitors of Santa Cruz County.

DEPARTMENT OBJECTIVES

- Enhance Operator New Hire training to include extended curriculum in Customer Service, Conflict Resolution, and ADA requirements. Carry into Verification of Transit Training for yearly re-certification of veteran Operators.
- Establish committee to provide stakeholder input for the revision of the Fixed Route Operator Handbook.
- Refine Line Instructor training to provide better evaluation of new hire performance.
- Increase Operator representation for community outreach promoting Fixed Route services and recruitment.

Bus Operators
3300

See Operations Department
Organization Chart
for details

FY10 FINAL OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Bus Operators - 3300

Position Title	Authorized FY 09	Funded FY 09	Authorized FY 10	Funded FY 10
Bus Operators	182.00	161.00	182.00	161.00
Total Full-Time Equivalents (FTEs)	182.00	161.00	182.00	161.00

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET

Bus Operators - 3300

ACCOUNT	BUDGET	PROJECTED	% CHANGE	BUDGET	% CHANGE
	FY09 12/19/08	ACTUAL FY09	BUDGET FY09 PROJ ACT FY09	FY10 06/26/09	BUDGET FY09-FY10
LABOR					
501011 Bus Operator Pay	7,008,985	6,638,151	-5.3%	7,212,418	2.9%
501013 Bus Operator OT	1,388,955	1,183,945	-14.8%	1,216,442	-12.4%
501021 Other Salaries	-	-	0.0%	-	0.0%
501023 Other OT	-	-	0.0%	-	0.0%
Totals	8,397,940	7,822,095	-6.9%	8,428,860	0.4%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	100,544	105,415	4.8%	124,296	23.6%
502021 Retirement	1,151,029	1,057,789	-8.1%	1,146,955	-0.4%
502031 Medical Ins	1,834,663	1,759,670	-4.1%	2,087,421	13.8%
502041 Dental Ins	201,269	181,999	-9.6%	208,879	3.8%
502045 Vision Ins	53,920	50,876	-5.6%	53,920	0.0%
502051 Life Ins/AD&D	18,837	16,729	-11.2%	18,837	0.0%
502060 State Disability Ins (SDI)	135,642	84,490	-37.7%	154,807	14.1%
502061 Long Term Disability Ins	123,165	122,071	-0.9%	135,972	10.4%
502071 State Unemployment Ins (SUI)	25,921	31,631	22.0%	25,921	0.0%
502081 Worker's Comp Ins	486,335	534,372	9.9%	501,683	3.2%
502101 Holiday Pay	256,388	218,931	-14.6%	263,759	2.9%
502103 Floating Holiday	-	-	0.0%	-	0.0%
502109 Sick Leave	400,607	306,935	-23.4%	412,123	2.9%
502111 Annual Leave	683,893	958,731	40.2%	690,684	1.0%
502121 Other Paid Absence	60,091	57,229	-4.8%	61,818	2.9%
502251 Phys. Exams	8,000	4,347	-45.7%	8,000	0.0%
502253 Driver Lic Renewal	3,000	1,199	-60.0%	3,000	0.0%
502999 Other Fringe Benefits	13,332	10,591	-20.6%	13,732	3.0%
Totals	5,556,636	5,503,003	-1.0%	5,911,808	6.4%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Bus Operators - 3300

ACCOUNT	BUDGET	PROJECTED	% CHANGE	BUDGET	% CHANGE
	FY09 12/19/08	ACTUAL FY09	BUDGET FY09 PROJ ACT FY09	FY10 06/26/09	BUDGET FY09-FY10
SERVICES					
503011 Accting/Audit Fees	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	-	-	0.0%	-	0.0%
503032 Legislative Services	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	0.0%	-	0.0%
503162 <u>Uniforms/Laundry</u>	4,000	2,000	-50.0%	4,150	3.8%
503171 Security Services	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%
Totals	4,000	2,000	-50.0%	4,150	3.8%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Bus Operators - 3300

ACCOUNT	BUDGET	PROJECTED	% CHANGE	BUDGET	% CHANGE
	FY09 12/19/08	ACTUAL FY09	BUDGET FY09 PROJ ACT FY09	FY10 06/26/09	BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	-	-	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	0.0%
504311 Office Supplies	-	-	0.0%	-	0.0%
504315 Safety Supplies	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
UTILITIES					
505011 Gas & Electric	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Bus Operators - 3300

ACCOUNT	BUDGET	PROJECTED	% CHANGE	BUDGET	% CHANGE
	FY09 12/19/08	ACTUAL FY09	BUDGET FY09 PROJ ACT FY09	FY10 06/26/09	BUDGET FY09-FY10
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	-	-	0.0%	-	0.0%
509085 Advertising - Rev Prod	-	-	0.0%	-	0.0%
509101 <u>Employee Incentive Program</u>	3,500	3,500	0.0%	3,500	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	3,500	3,500	0.0%	3,500	0.0%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PERSONNEL TOTAL	13,954,576	13,325,098	-4.5%	14,340,668	2.8%
NON-PERSONNEL TOTAL	7,500	5,500	-26.7%	7,650	2.0%
DEPARTMENT TOTALS	13,962,076	13,330,598	-4.5%	14,348,318	2.8%



HUMAN RESOURCES DEPARTMENT - 1400

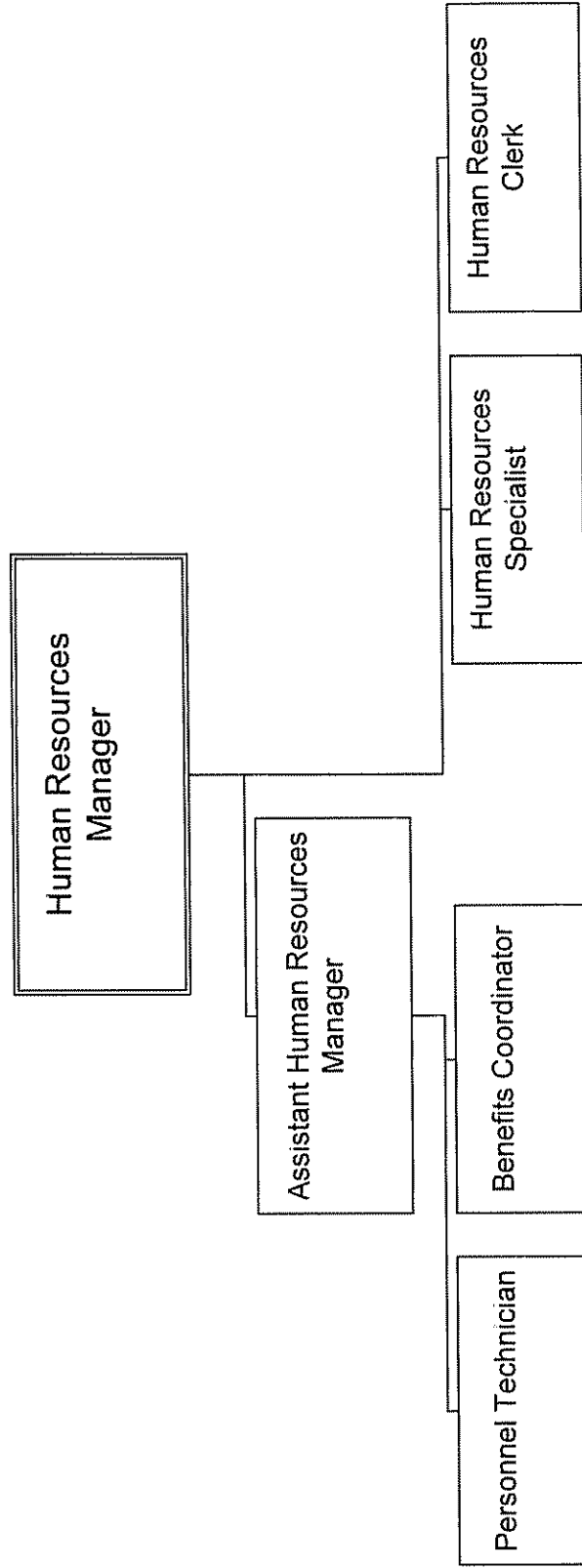
MAJOR FUNCTIONS OF THE DEPARTMENT

The Human Resources Department is responsible for a wide variety of functions including: employee recruitment and merit examination; equal employment opportunity; classification and compensation; labor relations; administration of employee benefits, workers' compensation; employee drug and alcohol testing; employee relations; assist managers with labor contract application and interpretation, METRO rules and regulations, and employee performance and training.

DEPARTMENT OBJECTIVES

- Successfully negotiate labor agreements with Service Employees International Union, United Transportation Union: Fixed Route division, and United Transportation Union: Paratransit division.
- Coordinate and insure compliance of METRO's FTA mandated drug and alcohol testing program, prepare annual report of program, and renew provider contracts.
- Work with vendors to maintain compliance with FTA mandated drug and alcohol testing program.
- Train METRO employees as needed on METRO policies and procedures.
- Monitor and implement federal and state regulatory changes in the areas of human resources administration and compliance.
- Meet and confer with the unions regarding new policies and regulations.
- Develop and execute RFP for new Human Resources Information System.
- Complete recruitments for open positions and review recruitment processes.

Human Resources Department
1400



FY10 FINAL OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Human Resources - 1400

Position Title	Authorized FY 09	Funded FY 09	Authorized FY 10	Funded FY 10
Human Resources Manager	1.00	1.00	1.00	1.00
Asst Human Resources Manager	1.00	1.00	1.00	1.00
Personnel Technician	1.00	1.00	1.00	1.00
Benefits Coordinator	1.00	1.00	1.00	1.00
Human Resources Specialist	1.00	1.00	1.00	1.00
Human Resources Tech	1.00	1.00	1.00	1.00
Total Full-Time Equivalents (FTEs)	6.00	6.00	6.00	6.00

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Human Resources - 1400

ACCOUNT	BUDGET	PROJECTED	% CHANGE	BUDGET	% CHANGE
	FY09 12/19/08	ACTUAL FY09	BUDGET FY09	FY10 06/26/09	BUDGET FY09-FY10
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 Other Salaries	336,634	314,432	-6.6%	349,386	3.8%
501023 Other OT	1,365	1,881	37.8%	1,400	2.6%
Totals	337,999	316,313	-6.4%	350,786	3.8%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	5,806	5,405	-6.9%	6,032	3.9%
502021 Retirement	54,895	50,342	-8.3%	55,658	1.4%
502031 Medical Ins	72,079	69,397	-3.7%	80,041	11.0%
502041 Dental Ins	7,375	7,282	-1.3%	7,654	3.8%
502045 Vision Ins	2,009	1,973	-1.8%	2,009	0.0%
502051 Life Ins/AD&D	888	829	-6.7%	888	0.0%
502060 State Disability Ins (SDI)	5,055	3,114	-38.4%	5,769	14.1%
502061 Long Term Disability Ins	4,660	3,868	-17.0%	7,292	56.5%
502071 State Unemployment Ins (SUI)	966	1,385	43.3%	966	0.0%
502081 Worker's Comp Ins	18,124	16,534	-8.8%	18,696	3.2%
502101 Holiday Pay	4,596	6,020	31.0%	4,800	4.4%
502103 Floating Holiday	8,496	8,496	0.0%	8,906	4.8%
502109 Sick Leave	18,383	10,638	-42.1%	19,199	4.4%
502111 Annual Leave	29,422	32,515	10.5%	30,689	4.3%
502121 Other Paid Absence	2,872	1,778	-38.1%	3,000	4.4%
502251 Phys. Exams	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	3,380	2,780	-17.8%	4,781	41.5%
Totals	239,005	222,354	-7.0%	256,380	7.3%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Human Resources - 1400

ACCOUNT	BUDGET	PROJECTED	% CHANGE	BUDGET	% CHANGE
	FY09 12/19/08	ACTUAL FY09	BUDGET FY09 PROJ ACT FY09	FY10 06/26/09	BUDGET FY09-FY10
SERVICES					
503011 Acting/Audit Fees	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	65,800	6,000	-90.9%	115,800	76.0%
503032 Legislative Services	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	15,460	10,000	-35.3%	12,440	-19.5%
503041 Temp Help	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	0.0%
503171 Security Services	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	15,000	3,759	-74.9%	11,000	-26.7%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%
Totals	96,260	19,759	-79.5%	139,240	44.6%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Human Resources - 1400

ACCOUNT	BUDGET	PROJECTED	% CHANGE	BUDGET	% CHANGE
	FY09 12/19/08	ACTUAL FY09	BUDGET FY09 PROJ ACT FY09	FY10 06/26/09	BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	0.0%
504211 Postage & Mailing	1,150	553	-51.9%	750	-34.8%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	4,200	6,000	42.9%	200	-95.2%
504217 Photo Supp/Process	-	310	100.0%	-	0.0%
504311 Office Supplies	4,000	1,332	-66.7%	1,500	-62.5%
504315 Safety Supplies	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%
Totals	9,350	8,195	-12.4%	2,450	-73.8%
UTILITIES					
505011 Gas & Electric	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Human Resources - 1400

ACCOUNT	BUDGET	PROJECTED	% CHANGE	BUDGET	% CHANGE
	FY09 12/19/08	ACTUAL FY09	BUDGET FY09 PROJ ACT FY09	FY10 06/26/09	BUDGET FY09-FY10
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 <u>Dues/Subscriptions</u>	1,350	1,500	11.1%	1,270	-5.9%
509085 Advertising - Rev Prod	-	-	0.0%	-	0.0%
509101 <u>Employee Incentive Program</u>	-	-	0.0%	-	0.0%
509121 Employee Training	30,325	15,097	-50.2%	49,765	64.1%
509123 Travel	-	-	0.0%	-	0.0%
509125 <u>Local Meeting Expense</u>	100	333	233.0%	250	150.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	31,775	16,930	-46.7%	51,285	61.4%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PERSONNEL TOTAL					
	577,004	538,667	-6.6%	607,166	5.2%
NON-PERSONNEL TOTAL					
	137,385	44,884	-67.3%	192,975	40.5%
DEPARTMENT TOTALS					
	714,388	583,550	-18.3%	800,140	12.0%



INFORMATION TECHNOLOGY DEPARTMENT - 1500

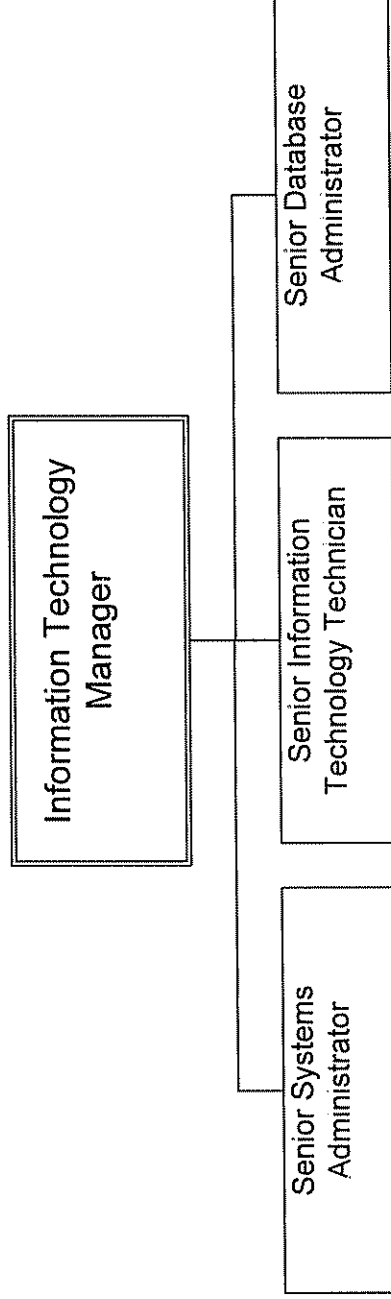
MAJOR FUNCTIONS OF THE DEPARTMENT

The IT Department is responsible for the District's Information Systems needs including equipment and software maintenance, planning and purchases, as well as end-user technical support. IT personnel write and modify database and other software as needed. District data is backed up on-site for quick recovery and off-site for emergency reconstruction. The District's computer needs are continually being evaluated with plans being developed/implemented to improve employee efficiency through computing at the lowest long-term cost.

DEPARTMENT OBJECTIVES FOR FY 2009-2010

- Move computer room from Encinal to Vernon with no more than 4 hours down time to Paracruz and minimal downtime to other departments.
- Work with consultants to complete ADA compliant web site redesign and roll-out.
- Purchase software to replace current Fleet and Facilities Maintenance software and begin implementation.
- Purchase Hastus software to replace current Bid/Dispatch software and begin implementation.
- Replace DSAccess Paracruz Certification software with Trapeze CERT Software
- Implement Trapeze IVR (Interactive Voice Response) system for Paracruz.
- Purchase/implement new Windows based Purchasing system.
- Purchase HRD software to replace current 25 yr old package.
- Implement new District wide VOIP phone system.
- Upgrade Microsoft Office 2000 to Office 2007.
- Maintain computers at 99% or better up-time, including printers, terminals, PCs and communications equipment. This also includes the maintenance of the security aspects of the computer environment.

Information Technology Department
1500



FY10 FINAL OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Information Technology - 1500

Position Title	Authorized FY 09	Funded FY 09	Authorized FY 10	Funded FY 10
Information Technology Manager	1.00	1.00	1.00	1.00
Database Administrator/Sr	1.00	1.00	1.00	1.00
Systems Administrator/Sr	1.00	1.00	1.00	1.00
IT Technician/Sr IT Tech	1.00	1.00	1.00	1.00
Total Full-Time Equivalents (FTEs)	4.00	4.00	4.00	4.00

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET

Information Technology - 1500

ACCOUNT	BUDGET FY09 12/19/08	PROJECTED ACTUAL FY09	% CHANGE BUDGET FY09 PROJ ACT FY09	BUDGET FY10 06/26/09	% CHANGE BUDGET FY09-FY10
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 Other Salaries	294,135	321,192	9.2%	308,786	5.0%
501023 Other OT	1,991	487	-75.5%	2,090	5.0%
Totals	296,126	321,679	8.6%	310,876	5.0%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	5,139	5,341	3.9%	5,417	5.4%
502021 Retirement	48,588	48,546	-0.1%	49,983	2.9%
502031 Medical Ins	54,804	53,266	-2.8%	60,858	11.0%
502041 Dental Ins	6,118	6,041	-1.3%	6,350	3.8%
502045 Vision Ins	1,340	1,315	-1.9%	1,340	0.0%
502051 Life Ins/AD&D	654	607	-7.1%	654	0.0%
502060 State Disability Ins (SDI)	3,370	2,872	-14.8%	3,846	14.1%
502061 Long Term Disability Ins	4,102	2,922	-28.8%	6,802	65.8%
502071 State Unemployment Ins (SUI)	644	859	33.3%	644	0.0%
502081 Worker's Comp Ins	12,083	3,371	-72.1%	12,465	3.2%
502101 Holiday Pay	4,066	5,420	33.3%	4,287	5.4%
502103 Floating Holiday	8,909	8,909	0.0%	9,177	3.0%
502109 Sick Leave	16,265	10,082	-38.0%	17,149	5.4%
502111 Annual Leave	32,949	22,407	-32.0%	31,486	-4.4%
502121 Other Paid Absence	2,541	3,151	24.0%	2,680	5.4%
502251 Phys. Exams	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	3,320	2,724	-18.0%	4,720	42.2%
Totals	204,892	177,834	-13.2%	217,857	6.3%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET

Information Technology - 1500

ACCOUNT	BUDGET	PROJECTED	% CHANGE	BUDGET	% CHANGE
	FY09 12/19/08	ACTUAL FY09	BUDGET FY09	FY10 06/26/09	BUDGET FY09-FY10
SERVICES					
503011 Accting/Audit Fees	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	2,000	-	-100.0%	52,143	2507.2%
503032 Legislative Services	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	0.0%
503171 Security Services	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	0.0%
503352 Repair - Equipment	85,200	75,000	-12.0%	100,507	18.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%
Totals	87,200	75,000	-14.0%	152,650	75.1%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Information Technology - 1500

ACCOUNT	BUDGET FY09 12/19/08	PROJECTED ACTUAL FY09	% CHANGE BUDGET FY09 PROJ ACT FY09	BUDGET FY10 06/26/09	% CHANGE BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	0.0%
504211 Postage & Mailing	210	-	-100.0%	210	0.0%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	-	-	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	0.0%
504311 Office Supplies	25,500	25,000	-2.0%	26,300	3.1%
504315 Safety Supplies	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%
Totals	25,710	25,000	-2.8%	26,510	3.1%
UTILITIES					
505011 Gas & Electric	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET

Information Technology - 1500

ACCOUNT	BUDGET FY09 12/19/08	PROJECTED ACTUAL FY09	% CHANGE BUDGET FY09 PROJACT FY09	BUDGET FY10 06/26/09	% CHANGE BUDGET FY09-FY10
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 <u>Dues/Subscriptions</u>	150	40	-73.3%	150	0.0%
509085 Advertising - Rev Prod	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 <u>Employee Training</u>	8,000	6,000	-25.0%	8,300	3.8%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	8,150	6,040	-25.9%	8,450	3.7%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PERSONNEL TOTAL					
	501,018	499,513	-0.3%	528,732	5.5%
NON-PERSONNEL TOTAL					
	121,060	106,040	-12.4%	187,610	55.0%
DEPARTMENT TOTALS					
	622,078	605,553	-2.7%	716,342	15.2%



DISTRICT COUNSEL - 1700

MAJOR FUNCTIONS OF THE DEPARTMENT

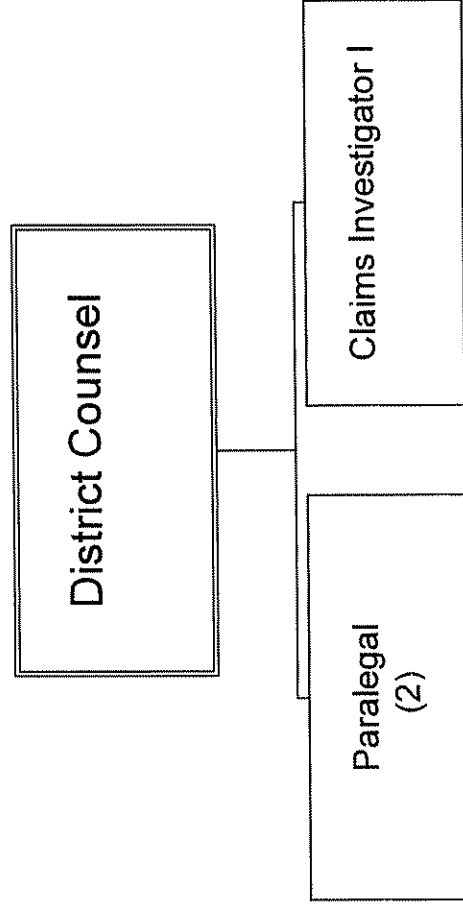
The Legal Department under the direction of the General Counsel performs the following major activities and services:

- Provides professional legal services for the Santa Cruz METRO, its Board of Directors and the management staff;
- Represents the Santa Cruz METRO, its Board of Directors and METRO staff, as appropriate, in civil litigation;
- Investigate, manage and administer METRO's tort claims and provide a defense for tort litigation;
- Assist the Human Resources Department with the management and administration of litigated worker's compensation claims and pursue METRO's subrogation rights against third parties;
- Manages the leased properties including the preparation and negotiation of leases and the tenant communications;
- Assist with the administration and management of the Call Stop Requirements and
- Assist the General Manager and METRO staff, as requested, with the MetroBase Project, including property acquisitions, management of construction contracts and research of legal issues arising out of the Project.

DEPARTMENT OBJECTIVES

- Provide Management Staff with at least 4 trainings a year;
- Publish and Implement Kin Care Policy, Family and Medical Leave Policy and other legally required Leave Policies;
- Publish Legal Newsletter for METRO Supervisors and Managers at least 6 times a year;
- Review and update all current METRO regulations; and
- Provide sexual harassment trainings of supervisory and management staff in 2009 as required by law.

Office of District Counsel
1700/
1800 (No Staffing)



FY10 FINAL OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
District Counsel - 1700

Position Title	Authorized FY 09	Funded FY 09	Authorized FY 10	Funded FY 10
District Counsel	1.00	1.00	1.00	1.00
Claims Investigator I-II	1.00	1.00	1.00	1.00
Paralegal	2.00	2.00	2.00	2.00
Total Full-Time Equivalents (FTEs)	4.00	4.00	4.00	4.00

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

District Counsel - 1700

ACCOUNT	BUDGET	PROJECTED	% CHANGE	BUDGET	% CHANGE
	FY09 12/19/08	ACTUAL FY09	BUDGET FY09 PROJ ACT FY09	FY10 06/26/09	BUDGET FY09-FY10
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 Other Salaries	275,859	282,621	2.5%	285,411	3.5%
501023 Other OT	261	92	-64.6%	270	3.5%
Totals	276,120	282,713	2.4%	285,682	3.5%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	4,821	4,689	-2.7%	5,046	4.7%
502021 Retirement	45,583	44,137	-3.2%	46,559	2.1%
502031 Medical Ins	41,405	36,113	-12.8%	38,860	-6.1%
502041 Dental Ins	4,316	3,792	-12.1%	4,479	3.8%
502045 Vision Ins	1,340	1,315	-1.9%	1,340	0.0%
502051 Life Ins/AD&D	561	521	-7.0%	561	0.0%
502060 State Disability Ins (SDI)	3,370	2,200	-34.7%	3,846	14.1%
502061 Long Term Disability Ins	3,852	2,586	-32.9%	5,996	55.7%
502071 State Unemployment Ins (SUI)	644	859	33.3%	644	0.0%
502081 Worker's Comp Ins	12,083	3,082	-74.5%	12,465	3.2%
502101 Holiday Pay	3,818	5,053	32.3%	3,997	4.7%
502103 Floating Holiday	6,933	6,933	0.0%	7,141	3.0%
502109 Sick Leave	15,273	5,961	-61.0%	15,988	4.7%
502111 Annual Leave	28,211	26,767	-5.1%	32,937	16.7%
502121 Other Paid Absence	2,386	1,551	-35.0%	2,498	4.7%
502251 Phys. Exams	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	1,720	1,418	-17.6%	2,422	40.8%
Totals	176,317	146,977	-16.6%	184,778	4.8%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

District Counsel - 1700

ACCOUNT	BUDGET FY09 12/19/08	PROJECTED ACTUAL FY09	% CHANGE BUDGET FY09 PROJ ACT FY09	BUDGET FY10 06/26/09	% CHANGE BUDGET FY09-FY10
SERVICES					
503011 Acting/Audit Fees	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	-	-	0.0%	-	0.0%
503032 Legislative Services	-	-	0.0%	-	0.0%
503033 Legal Services	5,000	-	-100.0%	5,000	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	0.0%
503171 Security Services	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%
Totals	5,000	-	-100.0%	5,000	0.0%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

District Counsel - 1700

ACCOUNT	BUDGET FY09 12/19/08	PROJECTED ACTUAL FY09	% CHANGE BUDGET FY09 PROJ ACT FY09	BUDGET FY10 06/26/09	% CHANGE BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	-	-	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	0.0%
504311 Office Supplies	800	1,200	50.0%	800	0.0%
504315 Safety Supplies	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%
Totals	800	1,200	50.0%	800	0.0%
UTILITIES					
505011 Gas & Electric	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET

District Counsel - 1700

ACCOUNT	BUDGET	PROJECTED	% CHANGE	BUDGET	% CHANGE
	FY09 12/19/08	ACTUAL FY09	BUDGET FY09 PROJ ACT FY09	FY10 06/26/09	BUDGET FY09-FY10
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	7,500	8,500	13.3%	7,500	0.0%
509085 Advertising - Rev Prod	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	5,000	2,500	-50.0%	5,000	0.0%
509123 Travel	2,000	1,000	-50.0%	2,000	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	14,500	12,000	-17.2%	14,500	0.0%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PERSONNEL TOTAL					
	452,438	429,690	-5.0%	470,459	4.0%
NON-PERSONNEL TOTAL					
	20,300	13,200	-35.0%	20,300	0.0%
DEPARTMENT TOTALS					
	472,738	442,890	-6.3%	490,759	3.8%

District Counsel - 1700

RISK MANAGEMENT - 1800

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Risk Management - 1800

ACCOUNT	BUDGET FY09 12/19/08	PROJECTED ACTUAL FY09	% CHANGE BUDGET FY09 PROJ ACT FY09	BUDGET FY10 06/26/09	% CHANGE BUDGET FY09-FY10
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 Other Salaries	-	-	0.0%	-	0.0%
501023 Other OT	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	-	-	0.0%	-	0.0%
502021 Retirement	-	-	0.0%	-	0.0%
502031 Medical Ins	-	-	0.0%	-	0.0%
502041 Dental Ins	-	-	0.0%	-	0.0%
502045 Vision Ins	-	-	0.0%	-	0.0%
502051 Life Ins/AD&D	-	-	0.0%	-	0.0%
502060 State Disability Ins (SDI)	-	-	0.0%	-	0.0%
502061 Long Term Disability Ins	-	-	0.0%	-	0.0%
502071 State Unemployment Ins (SUI)	-	-	0.0%	-	0.0%
502081 Worker's Comp Ins	-	-	0.0%	-	0.0%
502101 Holiday Pay	-	-	0.0%	-	0.0%
502103 Floating Holiday	-	-	0.0%	-	0.0%
502109 Sick Leave	-	-	0.0%	-	0.0%
502111 Annual Leave	-	-	0.0%	-	0.0%
502121 Other Paid Absence	-	-	0.0%	-	0.0%
502251 Phys. Exams	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Risk Management - 1800

ACCOUNT	BUDGET	PROJECTED	% CHANGE	BUDGET	% CHANGE
	FY09 12/19/08	ACTUAL FY09	BUDGET FY09	FY10 06/26/09	BUDGET FY09-FY10
SERVICES					
503011 Accting/Audit Fees	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	50,000	5,000	-90.0%	50,000	0.0%
503032 Legislative Services	-	-	0.0%	-	0.0%
503033 Legal Services	50,000	-	-100.0%	50,000	0.0%
503034 <u>Pre-Employment Exams</u>	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	0.0%
503171 Security Services	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%
Totals	100,000	5,000	-95.0%	100,000	0.0%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

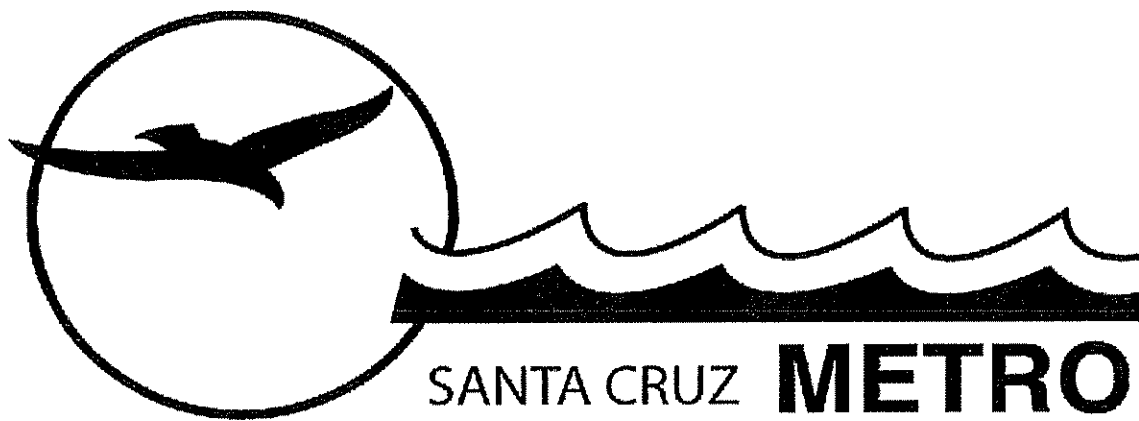
Risk Management - 1800

ACCOUNT	BUDGET	PROJECTED	% CHANGE	BUDGET	% CHANGE
	FY09 12/19/08	ACTUAL FY09	BUDGET FY09 PROJ ACT FY09	FY10 06/26/09	BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	-	-	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	0.0%
504311 Office Supplies	-	-	0.0%	-	0.0%
504315 Safety Supplies	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
UTILITIES					
505011 Gas & Electric	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	150,000	168,575	12.4%	150,000	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	150,000	168,575	12.4%	150,000	0.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Risk Management - 1800

ACCOUNT	BUDGET FY09 12/19/08	PROJECTED ACTUAL FY09	% CHANGE BUDGET FY09 PROJ ACT FY09	BUDGET FY10 06/26/09	% CHANGE BUDGET FY09-FY10
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	-	-	0.0%	-	0.0%
509085 Advertising - Rev Prod	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PERSONNEL TOTAL					
	-	-	0.0%	-	0.0%
NON-PERSONNEL TOTAL					
	250,000	173,575	-30.6%	250,000	0.0%
DEPARTMENT TOTALS					
	250,000	173,575	-30.6%	250,000	0.0%



FACILITIES MAINTENANCE DEPARTMENT - 2200

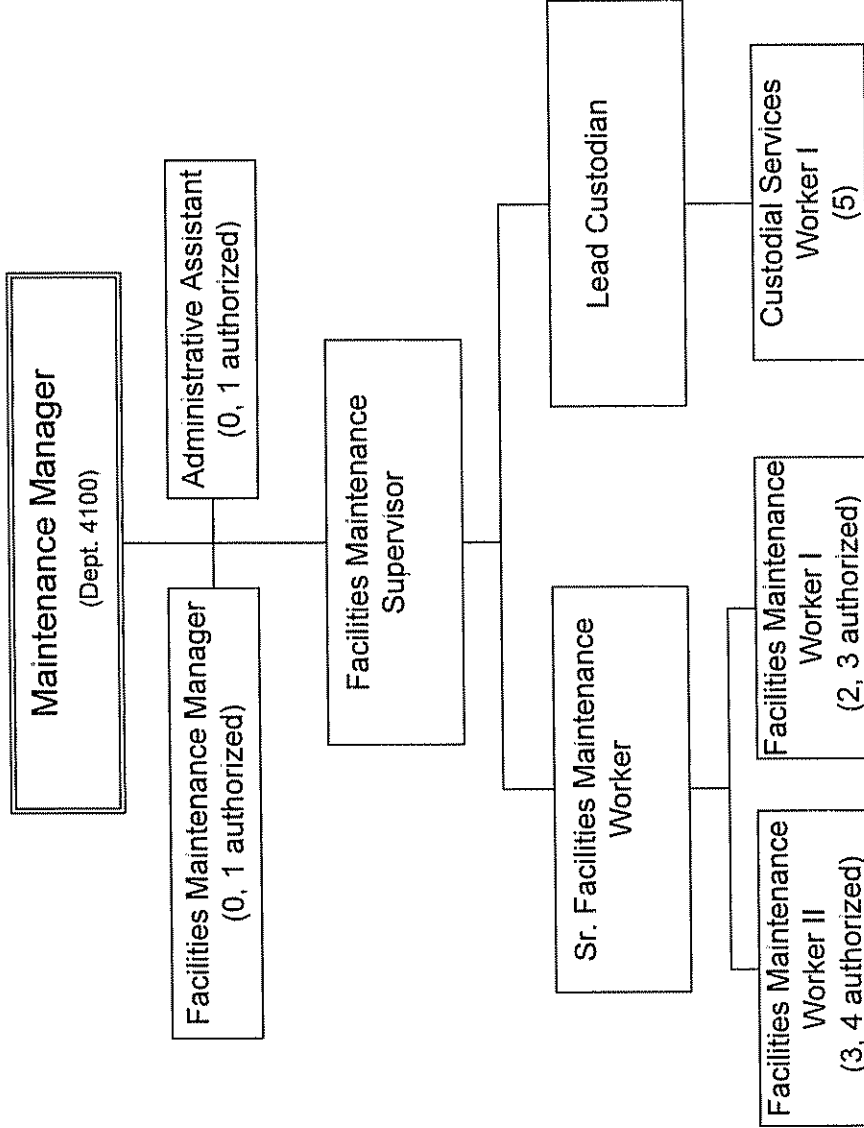
MAJOR FUNCTIONS OF THE DEPARTMENT

The Facilities Maintenance Department's primary mission is to provide 24-hour support to both Operations and Fleet Maintenance. Facilities Maintenance maintains seven transit facilities, three transit centers, park and ride lots and 1000 bus stops. Facilities Maintenance staff works with land use planners to establish improved bus stops and facilities. The staff develops/implements/administrates local, State and Federal regulatory compliance programs such as the storm water and hazardous materials programs. Staff provides supervision for minor capital construction projects. Facilities Maintenance participates in the Service Review Committee, Injury Prevention Program and staffs the Bus Stop Advisory Committee. Facilities Maintenance Department provides a positive image of public transit to the community.

DEPARTMENT OBJECTIVES

- Install new aluminum passenger waiting shelters at various locations throughout METRO. In some of these locations, the wood shelters have been removed due to dry rot and insect damage.
- Install solar lighting at some rural bus stops.
- Assist with MetroBase and METRO Center projects.
- Begin the routine maintenance activities associated with the new fueling and servicing facility.
- Assist with the moves into the new fleet maintenance building, and the remodeled Vernon Street building.
- Continue to supply maintenance activities for the METRO facilities assigned to the department.
- Continue the maintenance and repair of METRO's bus stops.

Facilities Maintenance 2200



FY10 FINAL OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Facilities Maintenance - 2200

Position Title	Authorized FY 09	Funded FY 09	Authorized FY 10	Funded FY 10
Facilities Maintenance Manager	1.00	0.00	1.00	0.00
Facilities Maintenance Supervisor	1.00	1.00	1.00	1.00
Sr. Facilities Maint Worker	1.00	1.00	1.00	1.00
Facilities Maint Worker II	4.00	3.00	4.00	3.00
Facilities Maint Worker I	3.00	2.00	3.00	2.00
Lead Custodian	1.00	1.00	1.00	1.00
Custodial Service Worker I	5.00	5.00	5.00	5.00
Administrative Assistant	1.00	0.00	1.00	0.00
Total Full-Time Equivalents (FTEs)	17.00	13.00	17.00	13.00

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Facilities Maintenance - 2200

ACCOUNT	BUDGET	PROJECTED	% CHANGE	BUDGET	% CHANGE
	FY09 12/19/08	ACTUAL FY09	BUDGET FY09 PROJ ACT FY09	FY10 06/26/09	BUDGET FY09-FY10
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 Other Salaries	495,219	479,192	-3.2%	510,123	3.0%
501023 Other OT	31,260	41,905	34.1%	32,201	3.0%
Totals	526,479	521,097	-1.0%	542,324	3.0%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	7,085	7,516	6.1%	9,013	27.2%
502021 Retirement	82,649	81,037	-2.0%	83,168	0.6%
502031 Medical Ins	182,174	171,280	-6.0%	211,171	15.9%
502041 Dental Ins	19,617	19,887	1.4%	20,359	3.8%
502045 Vision Ins	4,354	4,129	-5.2%	4,354	0.0%
502051 Life Ins/AD&D	1,521	1,385	-8.9%	1,521	0.0%
502060 State Disability Ins (SDI)	10,953	5,879	-46.3%	12,500	14.1%
502061 Long Term Disability Ins	6,991	6,712	-4.0%	7,235	3.5%
502071 State Unemployment Ins (SUI)	2,093	3,005	43.6%	2,093	0.0%
502081 Worker's Comp Ins	39,270	11,987	-69.5%	40,509	3.2%
502101 Holiday Pay	6,930	11,496	65.9%	7,172	3.5%
502103 Floating Holiday	-	1,952	100.0%	-	0.0%
502109 Sick Leave	27,718	23,234	-16.2%	28,689	3.5%
502111 Annual Leave	72,193	69,531	-3.7%	71,119	-1.5%
502121 Other Paid Absence	4,331	11,029	154.7%	4,483	3.5%
502251 Phys. Exams	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	396	354	-10.6%	408	3.0%
Totals	468,274	430,412	-8.1%	503,793	7.6%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Facilities Maintenance - 2200

ACCOUNT	BUDGET	PROJECTED	% CHANGE	BUDGET	% CHANGE	BUDGET	% CHANGE
	FY09 12/19/08	ACTUAL FY09	BUDGET FY09	PROJ ACT FY09	BUDGET FY09	FY10 06/26/09	BUDGET FY09-FY10
SERVICES							
503011	-	-	0.0%	-	0.0%	-	0.0%
503012	-	-	0.0%	-	0.0%	-	0.0%
503031	17,250	9,987	-42.1%	17,800	3.2%	17,800	0.0%
503032	-	-	0.0%	-	0.0%	-	0.0%
503033	-	-	0.0%	-	0.0%	-	0.0%
503034	-	-	0.0%	-	0.0%	-	0.0%
503041	-	11,753	100.0%	-	0.0%	-	0.0%
503161	58,800	68,084	15.8%	66,100	12.4%	66,100	0.0%
503162	4,500	3,464	-23.0%	4,700	4.4%	4,700	0.0%
503171	9,000	7,290	-19.0%	9,200	2.2%	9,200	0.0%
503221	-	-	0.0%	-	0.0%	-	0.0%
503222	-	-	0.0%	-	0.0%	-	0.0%
503225	-	-	0.0%	-	0.0%	-	0.0%
503351	90,000	84,845	-5.7%	91,500	1.7%	91,500	0.0%
503352	246,700	196,552	-20.3%	218,050	-11.6%	218,050	0.0%
503353	-	-	0.0%	-	0.0%	-	0.0%
503354	-	-	0.0%	-	0.0%	-	0.0%
503363	44,669	55,459	24.2%	46,000	3.0%	46,000	0.0%
Totals	470,919	437,434	-7.1%	453,350	-3.7%	453,350	0.0%
MOBILE MATERIALS & SUPPLIES							
504011	-	-	0.0%	-	0.0%	-	0.0%
504012	-	-	0.0%	-	0.0%	-	0.0%
504021	-	-	0.0%	-	0.0%	-	0.0%
504161	-	-	0.0%	-	0.0%	-	0.0%
504191	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%	-	0.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Facilities Maintenance - 2200

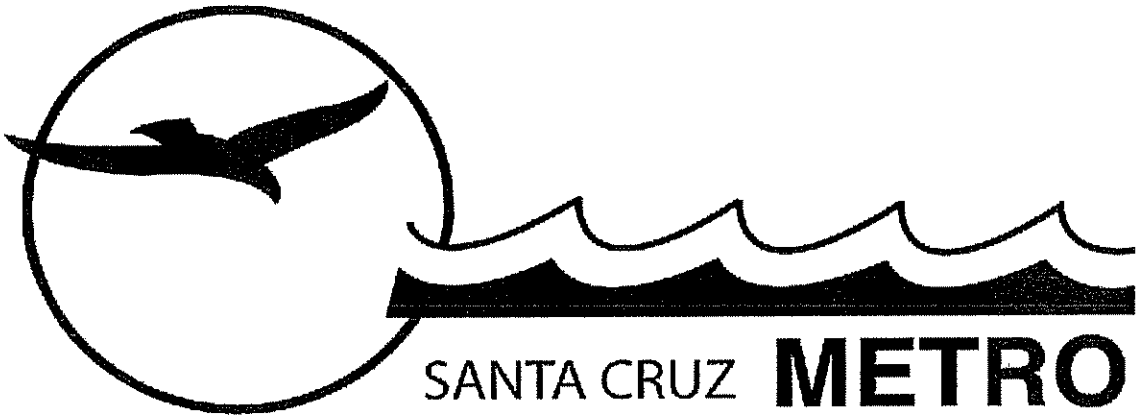
ACCOUNT	BUDGET	PROJECTED	% CHANGE	BUDGET	% CHANGE	BUDGET	% CHANGE
	FY09 12/19/08	ACTUAL FY09	BUDGET FY09 PROJ ACT FY09	FY10 06/26/09	BUDGET FY09-FY10	FY09-FY10	BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES							
504205 Freight Out	-	-	0.0%	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	0.0%	-	0.0%	-	0.0%
504214 Promotional Items	-	-	0.0%	-	0.0%	-	0.0%
504215 Printing	500	94	-81.2%	550	10.0%	550	10.0%
504217 Photo Supp/Process	-	-	0.0%	-	0.0%	-	0.0%
504311 Office Supplies	3,000	1,864	-37.9%	3,200	6.7%	3,200	6.7%
504315 Safety Supplies	6,100	4,757	-22.0%	6,200	1.6%	6,200	1.6%
504317 Cleaning Supplies	32,000	25,171	-21.3%	33,100	3.4%	33,100	3.4%
504409 Repair/Maint Supplies	55,000	52,921	-3.8%	57,300	4.2%	57,300	4.2%
504421 Non-Inventory Parts	5,000	1,563	-68.7%	5,300	6.0%	5,300	6.0%
504511 Small Tools	3,500	47	-98.7%	3,600	2.9%	3,600	2.9%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%	-	0.0%
Totals	105,100	86,417	-17.8%	109,250	3.9%	109,250	3.9%
UTILITIES							
505011 Gas & Electric	221,011	195,857	-11.4%	229,212	3.7%	229,212	3.7%
505021 Water & Garbage	123,755	133,292	7.7%	128,171	3.6%	128,171	3.6%
505031 Telecommunications	50,806	65,959	29.8%	55,157	8.6%	55,157	8.6%
Totals	395,572	395,108	-0.1%	412,540	4.3%	412,540	4.3%
CASUALTY & LIABILITY							
506011 Insurance - Property	-	-	0.0%	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	660	100.0%	-	0.0%	-	0.0%
Totals	-	660	100.0%	-	0.0%	-	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET

Facilities Maintenance - 2200

ACCOUNT	BUDGET	PROJECTED	% CHANGE	BUDGET	% CHANGE
	FY09 12/19/08	ACTUAL FY09	BUDGET FY09 PROJ ACT FY09	FY10 06/26/09	BUDGET FY09-FY10
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	12,500	10,929	-12.6%	13,000	4.0%
507999 Other Taxes	26,200	26,883	2.6%	27,000	3.1%
Totals	38,700	37,812	-2.3%	40,000	3.4%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	-	-	0.0%	-	0.0%
509085 Advertising - Rev Prod	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
LEASES & RENTALS					
512011 Facility Lease	596,817	689,158	15.5%	495,742	-16.9%
512061 Equipment Rental	11,310	7,495	-33.7%	11,540	2.0%
Totals	608,127	696,653	14.6%	507,282	-16.6%
PERSONNEL TOTAL					
	994,752	951,509	-4.3%	1,046,117	5.2%
NON-PERSONNEL TOTAL					
	1,618,418	1,654,084	2.2%	1,522,422	-5.9%
DEPARTMENT TOTALS					
	2,613,170	2,605,593	-0.3%	2,568,539	-1.7%

Fac Maint- 2200



FLEET MAINTENANCE DEPARTMENT - 4100

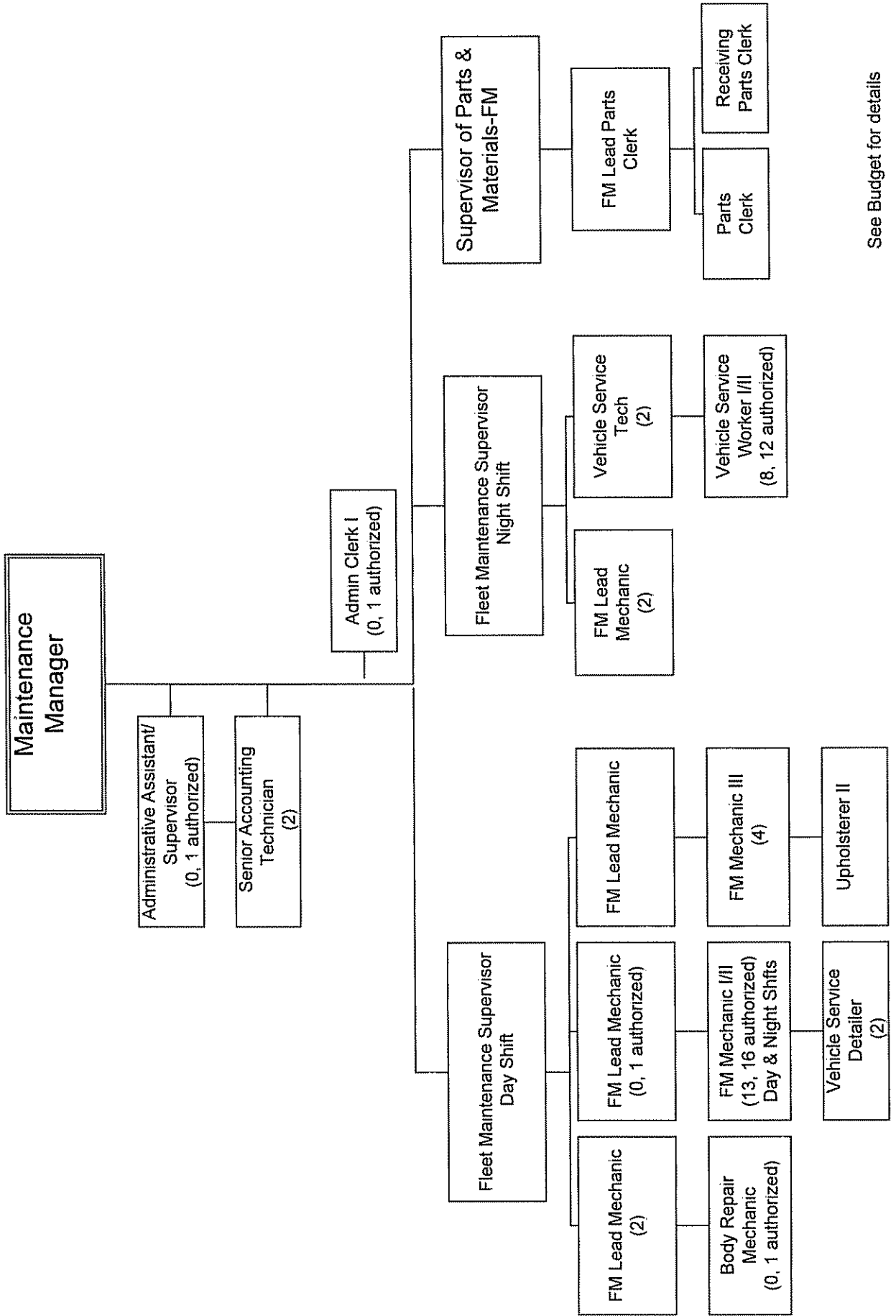
MAJOR FUNCTIONS OF THE DEPARTMENT

The Fleet Maintenance Department provides safe, reliable, clean buses, staff vehicles and equipment, in support of transit service to the public through the optimum use of all resources available to the Department.

DEPARTMENT OBJECTIVES

- Continue leadership skills training for those departmental personnel holding leadership positions, i.e. supervisors and shift leaders. This will require additional training in both transit and maintenance specific areas. Our employees are long term employees of METRO. Any additional investment in training is an investment in our fleet, and the quality of our leaders.
- Continue technical training for our mechanics. As we invest in new equipment we must match the capital investment with an investment in training personnel. Vehicle, engine and transmission technology is so advanced that training must be on going. Introduction of Compressed Natural Gas (CNG) powered vehicles requires an extensive training program to maintain these units safely.
- Provide improved operational support in both vehicle maintenance and vehicle servicing through filling currently budgeted positions. The maintenance department should be able to support the operation department during like hours of operations.
- Acquire a modern, Windows based MIS system to better schedule maintenance requirements and monitor fleet performance criteria.
- Complete the partial move of Fleet Maintenance activities from the existing Golf Club facility into the new maintenance building, while concurrently completing the maintenance activities required to support the fleet.

Fleet Maintenance 4100



See Budget for details

FY10 FINAL OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Fleet Maintenance - 4100

Position Title	Authorized FY 09	Funded FY 09	Authorized FY 10	Funded FY 10
Maintenance Manager	1.00	1.00	1.00	1.00
Fleet Maint Supervisor	2.00	2.00	2.00	2.00
FM Lead Mechanic	6.00	5.00	6.00	5.00
FM Mechanic III	4.00	4.00	4.00	4.00
FM Mechanic I - II	16.00	13.00	16.00	13.00
Body Repair Mechanic	1.00	0.00	1.00	0.00
Upholsterer I - II	1.00	1.00	1.00	1.00
Supervisor of Parts & Materials	1.00	1.00	1.00	1.00
FM Lead Parts Clerk	1.00	1.00	1.00	1.00
Parts Clerk	1.00	1.00	1.00	1.00
Receiving Parts Clerk	1.00	1.00	1.00	1.00
Purchasing Agent	0.00	0.00	0.00	0.00
Admin Assistant/Supervisor	1.00	0.00	1.00	0.00
Accounting Tech/Sr Acctng Tech	2.00	2.00	2.00	2.00
Administrative Clerk I	1.00	0.00	1.00	0.00
Vehicle Service Technician	2.00	2.00	2.00	2.00
Vehicle Service Detailer	2.00	2.00	2.00	2.00
Vehicle Service Worker I - II	12.00	8.00	12.00	8.00
Total Full-Time Equivalents (FTEs)	55.00	44.00	55.00	44.00

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET

Fleet Maintenance - 4100

ACCOUNT	BUDGET	PROJECTED	% CHANGE	BUDGET	% CHANGE
	FY09 12/19/08	ACTUAL FY09	BUDGET FY09	FY10 06/26/09	BUDGET FY09-FY10
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 Other Salaries	2,065,618	2,036,342	-1.4%	2,072,437	0.3%
501023 Other OT	93,722	90,181	-3.8%	94,031	0.3%
Totals	2,159,340	2,126,524	-1.5%	2,166,469	0.3%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	30,845	28,574	-7.4%	36,532	18.4%
502021 Retirement	350,974	339,383	-3.3%	337,103	-4.0%
502031 Medical Ins	572,320	539,313	-5.8%	604,278	5.6%
502041 Dental Ins	60,323	56,474	-6.4%	61,514	2.0%
502045 Vision Ins	15,126	14,478	-4.3%	14,736	-2.6%
502051 Life Ins/AD&D	5,424	4,691	-13.5%	5,241	-3.4%
502060 State Disability Ins (SDI)	38,047	24,430	-35.8%	42,308	11.2%
502061 Long Term Disability Ins	29,703	27,547	-7.3%	30,480	2.6%
502071 State Unemployment Ins (SUI)	7,274	11,315	55.5%	7,084	-2.6%
502081 Worker's Comp Ins	132,911	82,551	-37.9%	137,106	3.2%
502101 Holiday Pay	29,448	38,659	31.3%	29,071	-1.3%
502103 Floating Holiday	7,600	446	-94.1%	4,204	-44.7%
502109 Sick Leave	149,644	156,043	4.3%	116,283	-22.3%
502111 Annual Leave	291,981	273,886	-6.2%	279,295	-4.3%
502121 Other Paid Absence	17,475	23,104	32.2%	18,169	4.0%
502251 Phys. Exams	1,700	1,350	-20.6%	1,800	5.9%
502253 Driver Lic Renewal	350	-	-100.0%	400	14.3%
502999 Other Fringe Benefits	2,944	2,541	-13.7%	4,882	65.8%
Totals	1,744,089	1,624,784	-6.8%	1,730,486	-0.8%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Fleet Maintenance - 4100

ACCOUNT	BUDGET FY09 12/19/08	PROJECTED ACTUAL FY09	% CHANGE BUDGET FY09 PROJ ACT FY09	BUDGET FY10 06/26/09	% CHANGE BUDGET FY09-FY10
SERVICES					
503011 Accting/Audit Fees	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	3,000	1,500	-50.0%	3,200	6.7%
503032 Legislative Services	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	113	100.0%	-	0.0%
503041 Temp Help	-	4,764	100.0%	-	0.0%
503161 Custodial Services	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	30,000	30,000	0.0%	31,000	3.3%
503171 Security Services	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	100	3,253	3153.0%	200	100.0%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	0.0%
503352 Repair - Equipment	66,000	64,339	-2.5%	68,000	3.0%
503353 Repair - Rev Vehicle	250,000	240,000	-4.0%	257,300	2.9%
503354 Repair - Non Rev Vehicle	30,000	18,520	-38.3%	31,500	5.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%
Totals	379,100	362,489	-4.4%	391,200	3.2%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	200,300	175,000	-12.6%	206,300	3.0%
504012 Fuels & Lubricants - Rev Veh	2,988,322	1,275,000	-57.3%	2,995,000	0.2%
504021 Tires & Tubes	180,000	149,000	-17.2%	187,000	3.9%
504161 Other Mobile Supplies	10,000	8,773	-12.3%	10,300	3.0%
504191 Rev Vehicle Parts	530,300	257,974	-51.4%	722,000	36.1%
Totals	3,908,922	1,865,747	-52.3%	4,120,600	5.4%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Fleet Maintenance - 4100

ACCOUNT	BUDGET	PROJECTED	% CHANGE	BUDGET	% CHANGE
	FY09 12/19/08	ACTUAL FY09	BUDGET FY09 PROJ ACT FY09	FY10 06/26/09	BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	3,500	2,252	-35.7%	3,600	2.9%
504211 Postage & Mailing	925	397	-57.1%	1,000	8.1%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	700	373	-46.7%	800	14.3%
504217 <u>Photo Supp/Process</u>	400	-	-100.0%	400	0.0%
504311 Office Supplies	7,000	5,244	-25.1%	7,400	5.7%
504315 <u>Safety Supplies</u>	20,000	9,048	-54.8%	26,000	30.0%
504317 Cleaning Supplies	20,000	4,748	-76.3%	25,000	25.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	46,000	46,000	0.0%	47,150	2.5%
504511 Small Tools	5,000	3,097	-38.1%	5,200	4.0%
504515 Employee Tool Replacement	1,600	900	-43.8%	1,700	6.3%
Totals	105,125	72,059	-31.5%	118,250	12.5%
UTILITIES					
505011 Gas & Electric	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	0.0%
505031 Telecommunications	15,360	-	-100.0%	21,921	42.7%
Totals	15,360	-	-100.0%	21,921	42.7%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PPD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	(36,333)	100.0%	-	0.0%
Totals	-	(36,333)	100.0%	-	0.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Fleet Maintenance - 4100

ACCOUNT	BUDGET	PROJECTED	% CHANGE	BUDGET	% CHANGE
	FY09 12/19/08	ACTUAL FY09	BUDGET FY09 PROJ ACT FY09	FY10 06/26/09	BUDGET FY09-FY10
TAXES					
507051 Fuel Tax	12,300	9,735	-20.9%	14,510	18.0%
507201 Licenses & Permits	100	-	-100.0%	100	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	12,400	9,735	-21.5%	14,610	17.8%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	1,200	1,028	-14.3%	1,300	8.3%
509085 Advertising - Rev Prod	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	1,200	1,028	-14.3%	1,300	8.3%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	10,000	2,125	-78.8%	10,300	3.0%
Totals	10,000	2,125	-78.8%	10,300	3.0%
PERSONNEL TOTAL	3,903,429	3,751,308	-3.9%	3,896,955	-0.2%
NON-PERSONNEL TOTAL	4,432,107	2,276,850	-48.6%	4,678,181	5.6%
DEPARTMENT TOTALS	8,335,536	6,028,158	-27.7%	8,575,136	2.9%

Fleet Maint- 4100



COBRA BENEFITS - 9001

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

COBRA Benefits - 9001

ACCOUNT	BUDGET	PROJECTED	% CHANGE	BUDGET	% CHANGE
	FY09 12/19/08	ACTUAL FY09	BUDGET FY09 PROJ ACT FY09	FY10 06/26/09	BUDGET FY09-FY10
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 Other Salaries	-	-	0.0%	-	0.0%
501023 Other OT	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	-	-	0.0%	-	0.0%
502021 Retirement	-	-	0.0%	-	0.0%
502031 Medical Ins	-	-	0.0%	-	0.0%
502041 Dental Ins	-	-	0.0%	-	0.0%
502045 Vision Ins	-	-	0.0%	-	0.0%
502051 Life Ins/AD&D	-	-	0.0%	-	0.0%
502060 State Disability Ins (SDI)	-	-	0.0%	-	0.0%
502061 Long Term Disability Ins	-	-	0.0%	-	0.0%
502071 State Unemployment Ins (SUI)	-	-	0.0%	-	0.0%
502081 Worker's Comp Ins	-	-	0.0%	-	0.0%
502101 Holiday Pay	-	-	0.0%	-	0.0%
502103 Floating Holiday	-	-	0.0%	-	0.0%
502109 Sick Leave	-	-	0.0%	-	0.0%
502111 Annual Leave	-	-	0.0%	-	0.0%
502121 Other Paid Absence	-	-	0.0%	-	0.0%
502251 Phys. Exams	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

COBRA Benefits - 9001

ACCOUNT	BUDGET FY09 12/19/08	PROJECTED ACTUAL FY09	% CHANGE BUDGET FY09 PROJ ACT FY09	BUDGET FY10 06/26/09	% CHANGE BUDGET FY09-FY10
SERVICES					
503011 Accting/Audit Fees	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	-	-	0.0%	-	0.0%
503032 Legislative Services	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	0.0%
503171 Security Services	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET
 COBRA Benefits - 9001

ACCOUNT	BUDGET	PROJECTED	% CHANGE	BUDGET	% CHANGE
	FY09 12/19/08	ACTUAL FY09	BUDGET FY09 PROJ ACT FY09	FY10 06/26/09	BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	-	-	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	0.0%
504311 Office Supplies	-	-	0.0%	-	0.0%
504315 Safety Supplies	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
UTILITIES					
505011 Gas & Electric	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET
 COBRA Benefits - 9001

ACCOUNT	BUDGET FY09 12/19/08	PROJECTED ACTUAL FY09	% CHANGE BUDGET FY09 PROJ ACT FY09	BUDGET FY10 06/26/09	% CHANGE BUDGET FY09-FY10
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	-	-	0.0%	-	0.0%
509085 Advertising - Rev Prod	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PERSONNEL TOTAL					
NON-PERSONNEL TOTAL					
DEPARTMENT TOTALS					
	-	-	0.0%	-	0.0%



RETIRED EMPLOYEE BENEFITS - 9005

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET

Retired Employee Benefits - 9005

ACCOUNT	BUDGET FY09 12/19/08	PROJECTED ACTUAL FY09	% CHANGE BUDGET FY09 PROJ ACT FY09	BUDGET FY10 06/26/09	% CHANGE BUDGET FY09-FY10
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 Other Salaries	-	-	0.0%	-	0.0%
501023 Other OT	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	-	-	0.0%	-	0.0%
502021 Retirement	-	-	0.0%	-	0.0%
502031 Medical Ins	1,515,552	1,430,102	-5.6%	1,899,556	25.3%
502041 Dental Ins	85,469	89,791	5.1%	122,850	43.7%
502045 Vision Ins	28,132	29,624	5.3%	33,826	20.2%
502051 Life Ins/AD&D	9,828	7,771	-20.9%	11,817	20.2%
502060 State Disability Ins (SDI)	-	-	0.0%	-	0.0%
502061 Long Term Disability Ins	-	-	0.0%	-	0.0%
502071 State Unemployment Ins (SUI)	-	-	0.0%	-	0.0%
502081 Worker's Comp Ins	-	-	0.0%	-	0.0%
502101 Holiday Pay	-	-	0.0%	-	0.0%
502103 Floating Holiday	-	-	0.0%	-	0.0%
502109 Sick Leave	-	-	0.0%	-	0.0%
502111 Annual Leave	-	-	0.0%	-	0.0%
502121 Other Paid Absence	-	-	0.0%	-	0.0%
502251 Phys. Exams	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	82,500	34,622	-58.0%	92,400	12.0%
Totals	1,721,481	1,591,910	-7.5%	2,160,449	25.5%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Retired Employee Benefits - 9005

ACCOUNT	BUDGET	PROJECTED	% CHANGE	BUDGET	% CHANGE
	FY09 12/19/08	ACTUAL FY09	BUDGET FY09	FY10 06/26/09	BUDGET FY09-FY10
SERVICES					
503011	-	-	0.0%	-	0.0%
503012	-	-	0.0%	-	0.0%
503031	-	-	0.0%	-	0.0%
503032	-	-	0.0%	-	0.0%
503033	-	-	0.0%	-	0.0%
503034	-	-	0.0%	-	0.0%
503041	-	-	0.0%	-	0.0%
503161	-	-	0.0%	-	0.0%
503162	-	-	0.0%	-	0.0%
503171	-	-	0.0%	-	0.0%
503221	-	-	0.0%	-	0.0%
503222	-	-	0.0%	-	0.0%
503225	-	-	0.0%	-	0.0%
503351	-	-	0.0%	-	0.0%
503352	-	-	0.0%	-	0.0%
503353	-	-	0.0%	-	0.0%
503354	-	-	0.0%	-	0.0%
503363	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MOBILE MATERIALS & SUPPLIES					
504011	-	-	0.0%	-	0.0%
504012	-	-	0.0%	-	0.0%
504021	-	-	0.0%	-	0.0%
504161	-	-	0.0%	-	0.0%
504191	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Retired Employee Benefits - 9005

ACCOUNT	BUDGET	PROJECTED	% CHANGE	BUDGET	% CHANGE
	FY09 12/19/08	ACTUAL FY09	BUDGET FY09 PROJ ACT FY09	FY10 06/26/09	BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	-	-	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	0.0%
504311 Office Supplies	-	-	0.0%	-	0.0%
504315 Safety Supplies	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
UTILITIES					
505011 Gas & Electric	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PP	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

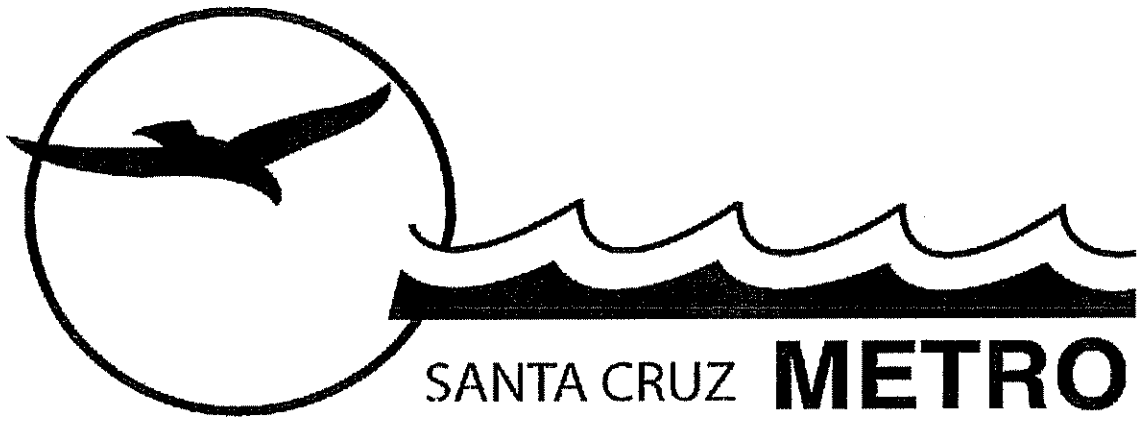
**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET**

Retired Employee Benefits - 9005

ACCOUNT	BUDGET FY09 12/19/08	PROJECTED ACTUAL FY09	% CHANGE BUDGET FY09 PROJ ACT FY09	BUDGET FY10 06/26/09	% CHANGE BUDGET FY09-FY10
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	-	-	0.0%	-	0.0%
509085 Advertising - Rev Prod	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PERSONNEL TOTAL	1,721,481	1,591,910	-7.5%	2,160,449	25.5%
NON-PERSONNEL TOTAL	-	-	0.0%	-	0.0%
DEPARTMENT TOTALS	1,721,481	1,591,910	-7.5%	2,160,449	25.5%

Retirees- 9005

6/5/2009



SCCIC/COPS - 700

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET
 SCCIC/COPS - 700

ACCOUNT	BUDGET FY09 12/19/08	PROJECTED ACTUAL FY09	% CHANGE BUDGET FY09 PROJ ACT FY09	BUDGET FY10 06/26/09	% CHANGE BUDGET FY09-FY10
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 Other Salaries	-	-	0.0%	-	0.0%
501023 Other OT	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	-	-	0.0%	-	0.0%
502021 Retirement	-	-	0.0%	-	0.0%
502031 Medical Ins	-	-	0.0%	-	0.0%
502041 Dental Ins	-	-	0.0%	-	0.0%
502045 Vision Ins	-	-	0.0%	-	0.0%
502051 Life Ins/AD&D	-	-	0.0%	-	0.0%
502060 State Disability Ins (SDI)	-	-	0.0%	-	0.0%
502061 Long Term Disability Ins	-	-	0.0%	-	0.0%
502071 State Unemployment Ins (SUI)	-	-	0.0%	-	0.0%
502081 Worker's Comp Ins	-	-	0.0%	-	0.0%
502101 Holiday Pay	-	-	0.0%	-	0.0%
502103 Floating Holiday	-	-	0.0%	-	0.0%
502109 Sick Leave	-	-	0.0%	-	0.0%
502111 Annual Leave	-	-	0.0%	-	0.0%
502121 Other Paid Absence	-	-	0.0%	-	0.0%
502251 Phys. Exams	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET
 SCCIC/COPS - 700

ACCOUNT	BUDGET	PROJECTED	% CHANGE	BUDGET	% CHANGE
	FY09 12/19/08	ACTUAL FY09	BUDGET FY09 PROJ ACT FY09	FY10 06/26/09	BUDGET FY09-FY10
SERVICES					
503011 Accting/Audit Fees	250	250	0.0%	250	0.0%
503012 Admin/Bank Fees	50	50	0.0%	50	0.0%
503031 Prof/Technical Fees	-	-	0.0%	-	0.0%
503032 Legislative Services	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	0.0%
503171 Security Services	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%
Totals	300	300	0.0%	300	0.0%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET
SCCIC/COPS - 700**

ACCOUNT	BUDGET FY09 12/19/08	PROJECTED ACTUAL FY09	% CHANGE BUDGET FY09 PROJ ACT FY09	BUDGET FY10 06/26/09	% CHANGE BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	-	-	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	0.0%
504311 Office Supplies	-	-	0.0%	-	0.0%
504315 Safety Supplies	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
UTILITIES					
505011 Gas & Electric	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PPD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL OPERATING BUDGET
 SCCIC/COPS - 700

ACCOUNT	BUDGET FY09 12/19/08	PROJECTED ACTUAL FY09	% CHANGE BUDGET FY09 PROJ ACT FY09	BUDGET FY10 06/26/09	% CHANGE BUDGET FY09-FY10
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	-	-	0.0%	-	0.0%
509085 Advertising - Rev Prod	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PERSONNEL TOTAL					
	-	-	0.0%	-	0.0%
NON-PERSONNEL TOTAL					
	300	300	0.0%	300	0.0%
DEPARTMENT TOTALS					
	300	300	0.0%	300	0.0%

SCCIC- 700

6/5/2009



III. CAPITAL BUDGET

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL CAPITAL BUDGET**

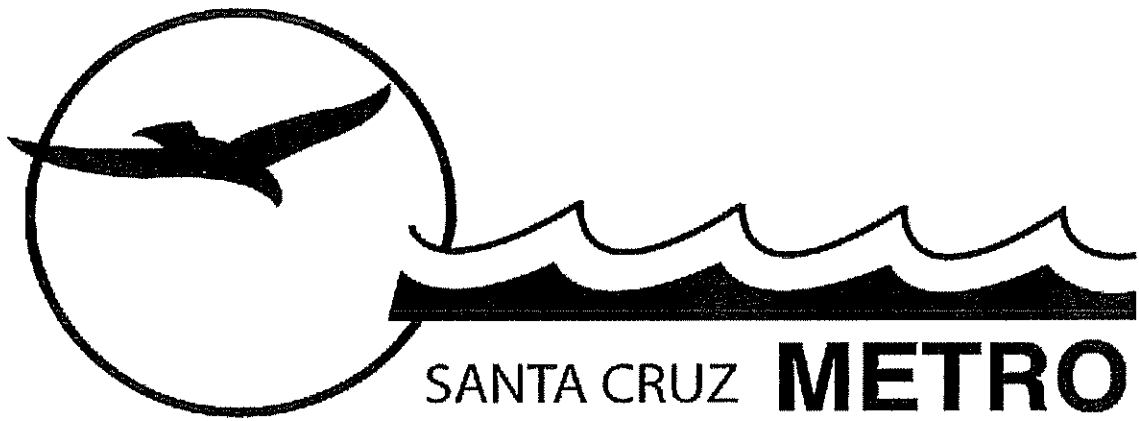
PROJECT/ACTIVITY	FEDERAL FUNDS	STATE FUNDS	STATE		LOCAL FUNDS	TOTAL
			TRANSIT ASSIST. (STA)	FUNDS		
<u>Grant-Funded Projects</u>						
MetroBase Maintenance Facility	\$ 843,316	-	\$ -	\$ -	\$ 3,356,684	\$ 4,200,000
MetroBase Operations Facility	\$ -	-	\$ -	\$ -	-	\$ -
Purchase Smartcard Farebox System (ARRA)	\$ 2,267,000	-	\$ -	\$ -	-	\$ 2,267,000
Purchase & Renovation of Vernon Bldg	\$ -	-	\$ -	\$ -	\$ 2,400,000	\$ 2,400,000
Pacific Station Project (TCRP)	\$ 1,417,983	682,017	\$ -	\$ -	-	\$ 2,100,000
Purchase 27 ParaCruz Vehicles (ARRA)	\$ 1,750,000	-	\$ -	\$ -	-	\$ 1,750,000
Transit Mgmt. Info. Technology (ARRA)	\$ 1,264,873	-	\$ -	\$ -	-	\$ 1,264,873
2nd LNG Storage Tank & Process Equipment	\$ 1,000,000	-	\$ -	\$ -	-	\$ 1,000,000
Facilities Video Surveillance (OHS-1B)	\$ -	220,000	\$ -	\$ -	-	\$ 220,000
Fleet Radios/Surveillance (OHS-1B)	\$ -	202,457	\$ -	\$ -	-	\$ 202,457
Comprehensive Security & Surveillance Sys (OHS-1B)	\$ -	440,505	\$ -	\$ -	-	\$ 440,505
Trapeze Pass Interactive Voice Response System	\$ 62,592	-	\$ 28,549	\$ -	-	\$ 91,141
Subtotal	\$ 8,605,764	\$ 1,544,979	\$ 28,549	\$ 5,756,684	\$ -	\$ 15,935,976
<u>IT Projects</u>						
Replace Fleet & Facilities Maintenance Software	\$ -	-	\$ 470,000	\$ -	\$ -	\$ 470,000
HR Software Upgrade	\$ -	-	\$ 250,000	\$ -	\$ -	\$ 250,000
Upgrade District Phone System	\$ -	-	\$ 77,825	\$ -	\$ -	\$ 77,825
Microsoft Office 2007 Pro Upgrade	\$ -	-	\$ 55,000	\$ -	\$ -	\$ 55,000
Trapeze Pass Customer Certification Software	\$ -	-	\$ 46,000	\$ -	\$ -	\$ 46,000
Automated Purchasing System Software	\$ -	-	\$ 40,000	\$ -	\$ -	\$ 40,000
Digital ID Card Processing Equipment	\$ -	-	\$ 17,000	\$ -	\$ -	\$ 17,000
Upgrade GFI software to System 7 Version 2	\$ -	-	\$ 12,584	\$ -	\$ -	\$ 12,584
3 Laptop PC's for ParaCruz	\$ -	-	\$ 6,000	\$ -	\$ -	\$ 6,000
2 Laptop/Docking Stations for HR	\$ -	-	\$ 4,500	\$ -	\$ -	\$ 4,500
Subtotal	\$ -	\$ -	\$ 978,909	\$ -	\$ -	\$ 978,909

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL CAPITAL BUDGET**

PROJECT/ACTIVITY	FEDERAL FUNDS	STATE		STATE		LOCAL FUNDS	TOTAL
		FUNDS	FUNDS	TRANSIT ASSIST. (STA)	FUNDS		
<u>Facilities Repair & Improvements</u>							
MTC Lane Four Shelter Replacement		\$ -	\$ 55,000			\$ -	\$ 55,000
Replace Roof - Watsonville Transit Center Main Building		\$ -	\$ 55,000			\$ -	\$ 55,000
Repair, Reseal, and Restripe - Greyhound Lot		\$ -	\$ 24,000			\$ -	\$ 24,000
Repair, Reseal, Restripe (Sinkholes) - Operations		\$ -	\$ 20,000			\$ -	\$ 20,000
Subtotal		\$ -	\$ 154,000	\$ -	\$ -	\$ -	\$ 154,000
<u>Revenue Vehicle Replacement</u>							
Highway 17 Buses (5) - VTA - (Measure A)		\$ 2,500,000	\$ -			\$ -	\$ 2,500,000
Subtotal		\$ 2,500,000	\$ -	\$ -	\$ -	\$ -	\$ 2,500,000
<u>Non-Revenue Vehicle Replacement</u>							
NONE		\$ -	\$ -			\$ -	\$ -
Subtotal		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<u>Maint Equipment</u>							
Cumming Engine Tool (Liner Indicator)		\$ -	\$ 1,200			\$ -	\$ 1,200
Cumming Engine Tool (Part # 3376915)		\$ -	\$ 1,200			\$ -	\$ 1,200
Subtotal		\$ -	\$ 2,400	\$ -	\$ -	\$ -	\$ 2,400
<u>Office Equipment</u>							
NONE		\$ -	\$ -			\$ -	\$ -
Subtotal		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<u>Misc.</u>							
NONE		\$ -	\$ -			\$ -	\$ -
Subtotal		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL CAPITAL PROJECTS		\$ 4,044,979	\$ 1,163,858	\$ 5,756,684	\$ -	\$ 19,571,285	

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY10 FINAL CAPITAL BUDGET**

PROJECT/ACTIVITY	FEDERAL FUNDS	STATE FUNDS	STATE TRANSIT ASSIST. (STA)	LOCAL FUNDS	TOTAL
CAPITAL PROGRAM FUNDING					
Federal Grants	\$ 8,605,764				\$ 8,605,764
<u>State Funds - Detail</u>					
Measure A - (VTA)		\$ 2,500,000			\$ 2,500,000
State Security Bond Funds (1B)		\$ 862,962			\$ 862,962
TCRP - Traffic Congestion Relief Program		\$ 682,017			\$ 682,017
State Transit Assistance (STA) (Carryover)-Prior Years			\$ 1,163,858		\$ 1,163,858
<u>Local Funds - Detail</u>					
Local Reserves (Lawsuit & Sakata Proceeds)				\$ 5,756,684	\$ 5,756,684
TOTAL CAPITAL FUNDING	\$ 8,605,764	\$ 4,044,979	\$ 1,163,858	\$ 5,756,684	\$ 19,571,285



IV. ADDITIONAL INFORMATION

BOARD MEMBER TRAVEL

FY10

American Public Transportation Association (APTA) Meetings

Legislative Conference
March 2010
Washington, DC
Two Board Members

Annual Conference
October 2009
Orlando, FL
Two Board Members

California Transit Association (CTA) Meetings

No attendance.

Additional Travel

Meetings with legislators and government officials in Washington, D.C., San Francisco and Sacramento, as approved by the Chair of the Board.

Expenses related to Board members meeting with General Manager and staff.

EMPLOYEE INCENTIVE PROGRAM
FY10

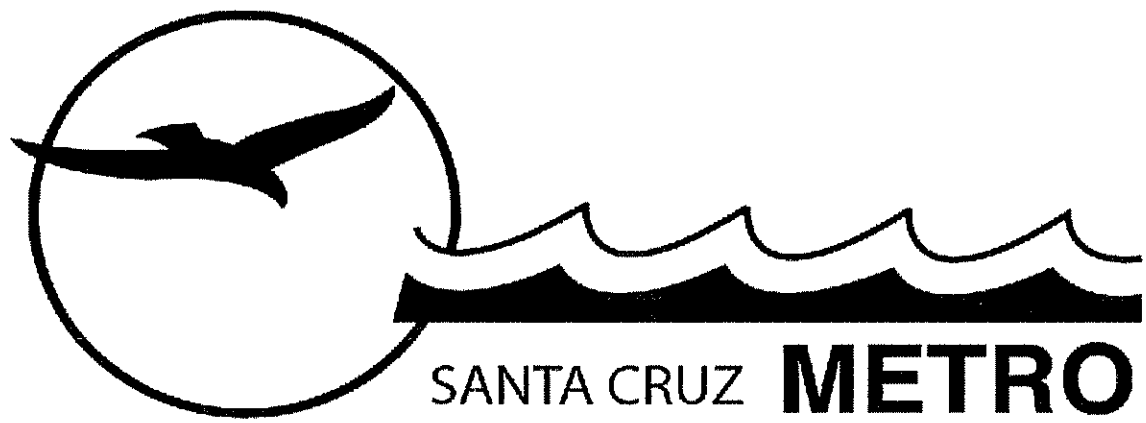
EVENT/ACTIVITY	# EMP	RATE	FY10	DEPT/ACCOUNT
District Service Awards			\$ 11,940	1100-509101
Certificates of Commendation			\$ -	1100-509101
Wall of Fame Frames	103	\$ 6.00	\$ 620	1100-509101
Safe Driver Pins and Certificates			\$ 3,500	3300-509101
Employee Incentive Program			\$ 18,540	1100-509101
Departmental Programs				
<u>Administrative Facility (370 Encinal)</u>				
Employee Recognition/Appreciation Events		\$ -	\$ -	1200-509101
<u>Customer Service (Metro Center)</u>				
Employee Recognition/Appreciation Events		\$ -	\$ -	1300-509101
<u>Facilities Maintenance</u>				
Employee Recognition/Appreciation Events		\$ -	\$ -	2200-509101
<u>ParaCruz</u>				
Employee Recognition/Appreciation Events		\$ -	\$ -	3100-509101
<u>Operations</u>				
Employee Recognition/Appreciation Events and Shift Bid Refreshments		\$ -	\$ -	3200-509101
<u>Fleet Maintenance</u>				
Employee Recognition/Appreciation Events and Shift Bid Refreshments		\$ -	\$ -	4100-509101
TOTALS			\$ 34,600	

SPECIAL SHUTTLE RATE

FY10

The hourly rate for providing special shuttle services has been established by the Board of Directors as follows:

\$86.00 per hour





SANTA CRUZ **METRO**