



**BOARD OF DIRECTORS REGULAR MEETING AGENDA
APRIL 22, 2011
SANTA CRUZ CITY COUNCIL CHAMBERS*
809 CENTER STREET
SANTA CRUZ, CALIFORNIA
9:00 a.m. – 12:00 noon**

THE BOARD MEETING AGENDA PACKET CAN BE FOUND ONLINE AT WWW.SCMTD.COM AND IS AVAILABLE FOR INSPECTION AT SANTA CRUZ METRO'S ADMINISTRATIVE OFFICES LOCATED AT 110 VERNON STREET, SANTA CRUZ, CA

NOTE: THE BOARD CHAIR MAY TAKE ITEMS OUT OF ORDER

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

1. ROLL CALL
2. **ORAL ANNOUNCEMENT:** AMY WEISS WILL BE AVAILABLE FOR SPANISH LANGUAGE INTERPRETATION DURING "ORAL COMMUNICATIONS" AND FOR ANY OTHER AGENDA ITEM FOR WHICH THESE SERVICES ARE NEEDED
3. ORAL AND WRITTEN COMMUNICATION TO THE BOARD OF DIRECTORS
4. LABOR ORGANIZATION COMMUNICATIONS
5. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

CONSENT AGENDA

- 6-1. MONTHLY BUDGET STATUS REPORTS FOR JANUARY 2011 AND APPROVAL OF BUDGET TRANSFERS
Submitted by: Angela Aitken, Acting Asst. General Manager & Finance Manager
- 6-2. MONTHLY BUDGET STATUS REPORTS FOR FEBRUARY 2011 AND APPROVAL OF BUDGET TRANSFERS
Submitted by: Angela Aitken, Acting Asst. General Manager & Finance Manager
- 6-3. NOTIFICATION OF ACTIONS TAKEN IN CLOSED SESSION
Submitted by: Margaret Gallagher, District Counsel
- 6-4. ACCEPT AND FILE RIDERSHIP AND PERFORMANCE REPORT FOR FEBRUARY 2011
Submitted by: Angela Aitken, Acting Asst. General Manager & Finance Manager
- 6-5. ACCEPT AND FILE STATUS REPORT OF ACTIVE GRANTS AND SUBMITTED GRANT PROPOSALS FOR APRIL 2011
Submitted by: Angela Aitken, Acting Asst. General Manager & Finance Manager

- 6-6. ACCEPT AND FILE STATUS REPORT OF FEDERAL AND STATE LEGISLATION AND CURRENT LEGISLATIVE ISSUES
Submitted by: Angela Aitken, Acting Asst. General Manager & Finance Manager
- 6-7. CONSIDERATION OF CONTRACT RENEWAL WITH EVERGREEN OIL, INC. FOR INDUSTRIAL WASTE DISPOSAL AND INDUSTRIAL WASTE EMERGENCY RESPONSE SERVICES FOR AN AMOUNT NOT TO EXCEED \$25,000
Submitted by: Robert Cotter, Maintenance Manager
- 6-8. CONSIDERATION OF SCHEDULING A 45-DAY PUBLIC COMMENT PERIOD BEGINNING MAY 9, 2011 WITH A PUBLIC HEARING ON JUNE 24, 2011 IN ORDER TO OBTAIN PUBLIC INPUT REGARDING SANTA CRUZ METRO'S PROPOSED ANNUAL DISADVANTAGED BUSINESS ENTERPRISE (DBE) GOAL OF 1.54% FOR FEDERALLY FUNDED PROCUREMENTS FOR FEDERAL FISCAL YEARS 2012 – 2014 (FFY12-FFY14)
Submitted by: Angela Aitken, Acting Asst. General Manager & Finance Manager

REGULAR AGENDA

- 7. **PUBLIC HEARING:** CONSIDERATION OF ADOPTION OF UPDATED SANTA CRUZ METRO FARE ORDINANCE 84-2-1
Presented by: Angela Aitken, Acting Asst. General Manager & Finance Manager
- 8. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS
Presented by: Lynn Robinson, Vice Chair
- 9. CONSIDERATION OF PROVISION OF A BUS AND OPERATOR TO SUPPORT THE UNITED TRANSPORTATION UNION LOCAL 23 SENIOR DINNER SCHEDULED TO BE HELD MAY 14, 2011.
Presented by: Leslie R. White, General Manager
- 10. CONSIDERATION OF SUBCOMMITTEE RECOMMENDATIONS TO BALANCE THE FY12 OPERATING BUDGET AND FUTURE FISCAL YEAR OPERATING BUDGETS
Presented by: Dene Bustichi, Director
- 11. DISCUSSION OF SERVICE REDUCTION OPTIONS IN EFFORT TO BALANCE THE FY12 AND FY13 BUDGETS
Presented by: Ciro Aguirre, Operations Manager
- 12. **ORAL ANNOUNCEMENT:** THE NEXT REGULARLY SCHEDULED BOARD MEETING WILL BE HELD FRIDAY, MAY 13, 2011 AT 9:30 A.M. AT THE SANTA CRUZ METRO ADMINISTRATIVE OFFICES LOCATED AT 110 VERNON STREET, SANTA CRUZ
Presented by: Lynn Robinson, Vice Chair
- 13. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION: District Counsel
- 14. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

SECTION II: CLOSED SESSION

1. CONFERENCE WITH LABOR NEGOTIATORS
(Pursuant to Government Code Section 54957.6)
 - a. Agency Negotiators: Robyn Slater, Human Resources Manager; Angela Aitken, Acting Assistant General Manager/Finance Manager; Ciro Aguirre, Operations Manager; and Mary Ferrick, Fixed Route Superintendent
 1. Employee Organizations: United Transportation Union (UTU), Local 23 (Fixed Route and Paracruz) and Service Employees International Union (SEIU), Local 521

SECTION III: RECONVENE TO OPEN SESSION

15. REPORT OF CLOSED SESSION

ADJOURN

NOTICE TO PUBLIC

Members of the public may address the Board of Directors on a topic not on the agenda but within the jurisdiction of the Board of Directors or on the consent agenda by approaching the Board during consideration of Agenda Item #3 "Oral and Written Communications", under Section I. Presentations will be limited in time in accordance with District Resolution 69-2-1.

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

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

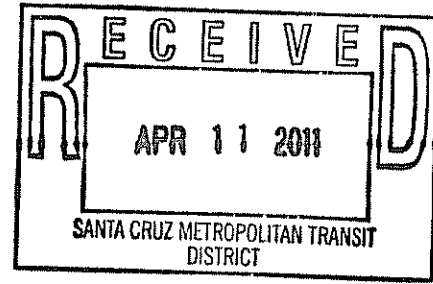
The Santa Cruz Metropolitan Transit District does not discriminate on the basis of disability. The City Council Chambers is located in an accessible facility. Any person who requires an accommodation or an auxiliary aid or service to participate in the meeting, or to access the agenda and the agenda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

Pacific Elementary School

P.O. Box H, 50 Ocean Street
Davenport, California 95017
(831) 425-7002

7 April 2011

Santa Cruz METRO
C/o Administrative Services Coordinator,
110 Vernon St. Santa Cruz, CA 95060
Attn: Board of Directors.



Dear Board,

Since there is no school bus on the North Coast, the Metro provides essential services for our school children and parents.

We have at least 12 to 15 elementary grade students who use Metro #40 on a daily basis during the school year to come and go from Santa Cruz to school in Davenport.

In addition, our graduates who live on the North Coast use the Metro to go to Mission Hill Middle School and Santa Cruz High School. I would estimate that there are at least a dozen of these middle and high school students who rely on Metro.

We urge the Board of Directors of the Metro to not cut bus services to the North Coast and continue to transport the children to school.

Thank you,

Noel Garin Bock,
Administrative Assistant

Dear Board of Directors,
If The 40 was eliminated we would use about seven cars. The 40 takes about 20 kids to school not counting the grownups that need to get to work. Please at least do not take the 40's morning route. Many farmers take the 40 to work. I see a lot of farmers get off to go to work. My dad would have to drive me to school and he would not get so much work done. If you eliminate the 40 there will be no connection from Santa Cruz to Davenport.

Dear Board of Directors,

The #40 bus is very important to a lot of people, including me. It is important to me because it saves a lot of gas since we would all have to drive to school. Thank you for taking the bus #40 route off of the elimination list.

Sincerely,

Sophia Alexander-Sidham Gr. 4

4/12/11

Dear Board of Directors,

Please do not eliminate
bus #40 because about nineteen
kids and I go on
the bus in the morning.

I like bus #40 because we
would need seven cars and
it would use more gas because
the natural gas bus gets
way better mileage per bus.

Sincerely,

Miles Voennell

grade: 3

4/12/11

Dear Board of Directors,

Me and 20 other children need the bus #40 to get to school. I hope you do not shut down bus #40 because I go up to school on bus #40 and I probably would not be able to go to my school if the bus was shut down. A lot of farmers go on Bus #40 to go to work, if Bus #40 was shut down the farmers would not be able to get to work. People who do not have cars take the bus, but if the Bus was shut down they would have to walk. I am in 3rd grade and I care about Bus #40.

Sincerely, Jade

Dear Board of Directors, the disition I hear you've made I like. The route to Davenport north coast beaches provides a way of transportation for people going to work and school. Without the bus we would have to drive up to school. With the bus were saving eight hundred to seven thousand pounds of carbon dioxide. Maybe you could sell things at the bus station and stop to get more money. Instead of doing routes.

Sincerely
Adrien Babet
Grade 2

April 12th, 2011

Dear Board of Directors,

I thank you for promising to keep the #40 bus in the Santa Cruz Metro system. Me and a lot of other kids from Pacific school ride the bus up every day of the week. If you had cut bus #40, all of the kids that would normally ride the bus up would have to drive cars up to Davenport. With 7 cars, it would take up 800-1,000 more pounds of CO₂ per year. All in all, I think it was a good choice to keep bus #40.

Sincerely,

Sage Liem.

3rd grade

Dear Board of Directors,

Thank you for keeping bus 40 on its route! That was very considerate. You might increase productivity if you put a vending machine on the bus because so many kids would buy snacks. Just an idea (that my whole class agrees with me about). Or you could change the rectangular shape of the bus to more of an oval shape to use less gas and to use less metal.

Sincerely,

Django Brezinger

grade: 4

April 12, 2011

Dear Board of Directors,

Thank you for taking 40 off the list
of bus' you are going to eliminate.

I live near the bus stop and I can
walk to it. If the bus were eliminated
I would not get as much exercise.

Please Keep bus 40.

Sincerely,

Laurel

Dear Board of Directors, if you ab
chut down the 40 bus ^{my mom} I would have
to drive me all the way to school.
more parentss would have to drive.

their kids to school.

Thank you

Jasper

Grade 1

Dear Board of Directors,

We and my class are very grateful that you took the route party off the diversion list.

Our teacher Mrs. [unclear] that had sent a letter to the Board of Directors so they could and I did the [unclear] and [unclear]

Hope that the twenty students take the route party to school. That would

mean we would need 2000 cards a day to get all the students to school.

That would be a lot of [unclear]

There are 1000 [unclear] cards. Some [unclear] might need to [unclear] school.

If you [unclear] the [unclear]

Parents wouldn't be able to
get to get to work because
I don't own a car. I can't
because they're on the hill
to get to work.

Route partly in part out to Santa
Cruz. Please consider to provide
transportation to all the
communities in the county.

Assembly Bill 680
9/14/14

Dear Board of Directors,
I think that you should keep the #40
going because a lot of people depend on the #40
for going to school, work, and stuff like that.
Tons of my friends take the #40 bus and if you
shut down the #40 most of my friends will have
to change schools and people who don't have
cars will have to bike or walk. Even though
I don't take the #40, please keep the #40 going.

Sincerely,

Serena Hall

3rd Grade

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 22, 2011
TO: Board of Directors
FROM: Angela Aitken, Finance Manager and Acting Assistant General Manager
SUBJECT: MONTHLY BUDGET STATUS REPORTS FOR JANUARY 2011 AND APPROVAL OF BUDGET TRANSFERS

I. RECOMMENDED ACTION

That the Board of Directors accept and file the monthly budget status reports for January 2011 and approve the budget transfers for January 2011.

II. SUMMARY OF ISSUES

- **Operating Revenues** for the month of January 2011 were \$171K or 10 % over the amount of revenue expected for January 2011.
- **Consolidated Operating Expenses** for the month of January 2011 were \$4K or 0.14 % under budget for the month of January 2011.
- **Capital Budget** spending year to date through January 2011 was \$6,987K or 53 % of the Capital budget.

III. DISCUSSION

An analysis of Santa Cruz METRO's budget status is prepared monthly in order to apprise the Board of Directors of Santa Cruz METRO's actual revenues, expenses and capital in relation to the adopted operating and capital budgets for the fiscal year. The attached monthly revenue, expense and capital reports represent the status of Santa Cruz METRO's FY11 operating and capital budgets versus actual expenditures for the month.

The fiscal year has elapsed **58%**.

A. Operating Revenue

For the month of January 2011 Operating Revenues were \$171K or 10 % over the amount of revenue expected for January 2011. Revenue variances are explained in the notes at the end of the revenue report.

B. Operating Expense by Department

Total Operating Expenses by Department for the month of January 2011 were \$4K or 0.14 % under budget; 2 % over where we were in FY10. The majority of the variance is due to higher than anticipated Medical Insurance and lower than anticipated Casualty & Liability costs.

C. Consolidated Operating Expenses

Consolidated Operating Expenses for the month of January 2011 were \$4K or 0.14 % under budget. Medical Insurance, State Unemployment Insurance, Repair-Equipment, Rev Vehicle Parts, Casualty & Liability, and Purchased Transportation all contributed to the variance. Further explanation of these accounts is contained in the notes following the report.

D. Capital Budget

Capital Budget spending year to date through January 2010 was \$6,987K or 53 % of the Capital budget. Of this, \$464K or 23 % has been spent on the MetroBase Maintenance Facility project, \$2,009K or 84 % has been spent on the Smartcard Farebox System project, \$ 2,091K or 101% has been spent on the Purchase of 425 Front Street, and \$763K or 44% has been spent on the Purchase of 27 ParaCruz Vehicles.

IV. FINANCIAL CONSIDERATIONS

Due to the severe economic downturn and the resulting significant decline in revenue, staff is implementing cost - cutting strategies and diligently looking at different scenarios and options in order to close the projected budget gap.

Approval of the budget transfers will increase some line item expenses and decrease others. Overall, the changes are expense-neutral.

Attachment A: FY11 Operating Revenue for the month ending – 01/31/11

Attachment B: FY11 Operating Expenses by Department for the month ending – 01/31/11

Attachment C: FY11 Consolidated Operating Expenses for the month ending – 01/31/11

Attachment D: FY11 Capital Budget Reports for the month ending – 01/31/11

Attachment E: FY11 Budget Transfers for the month ending – 01/31/11

Prepared by: Kristina Mihaylova, Financial Analyst

Date Prepared: April 11 , 2011



FY11

Operating Revenue

For the month ending - January 31, 2011

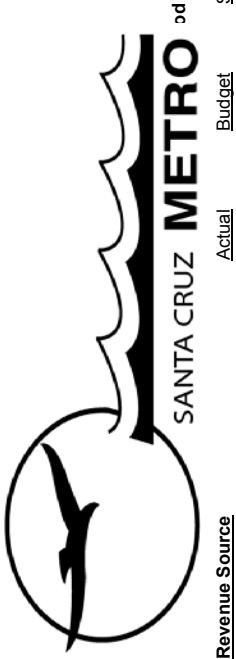
SANTA CRUZ METRO

Year to Date

YTD Year Over Year Comparison

Revenue Source	Year to Date			YTD Year Over Year Comparison		
	Actual	Budget	% Var	Actual	FY10	% Var
Passenger Fares	\$ 284,109	\$ 218,931	30%	\$ 2,054,231	\$ 1,841,619	17%
Paratransit Fares	\$ 18,059	\$ 17,562	3%	\$ 137,213	\$ 137,369	-3%
Special Transit Fares	\$ 366,392	\$ 344,623	6%	\$ 1,773,241	\$ 1,779,320	7%
Highway 17 Fares	\$ 101,533	\$ 95,181	7%	\$ 584,574	\$ 612,894	-15%
Highway 17 Payments	\$ 29,461	\$ 36,668	-20%	\$ 268,630	\$ 255,108	3%
Subtotal Passenger Revenue	\$ 799,554	\$ 712,965	12%	\$ 4,817,890	\$ 4,626,311	7%
Commissions	\$ 917	\$ 458	100%	\$ 3,282	\$ 2,755	2%
Advertising Income	\$ 7,704	\$ 17,917	-57%	\$ 130,553	\$ 160,576	4%
Rent Income - SC Pacific Station	\$ 6,981	\$ 7,648	-9%	\$ 49,391	\$ 53,740	-8%
Rent Income - Watsonville TC	\$ 3,693	\$ 2,867	29%	\$ 23,585	\$ 20,185	18%
Rent Income - General	\$ -	\$ -	0%	\$ -	\$ -	0%
Interest Income	\$ 9,353	\$ 4,813	94%	\$ 84,641	\$ 120,121	151%
Other Non-Transp Revenue	\$ 6,447	\$ 667	867%	\$ 13,296	\$ 6,777	185%
Sales Tax Revenue	\$ 1,089,700	\$ 1,004,609	8%	\$ 8,849,330	\$ 8,299,883	8%
Transp Dev Act (TDA) - Op Asst	\$ -	\$ -	0%	\$ 2,496,326	\$ 2,611,683	0%
FTA Sec 5307 - Op Asst	\$ -	\$ -	0%	\$ -	\$ -	0%
FTA Sec 5311 - Rural Op Asst	\$ -	\$ -	0%	\$ -	\$ -	0%
FTA Sec 5303 - AMBAG Funding	\$ 1,579	\$ 2,917	-46%	\$ 6,465	\$ 13,952	-68%
FTA Sec 5317 - Op Assistance	\$ -	\$ -	0%	\$ -	\$ -	0%
Subtotal Other Revenue	\$ 1,126,373	\$ 1,041,894	8%	\$ 11,656,867	\$ 14,923,031	7%
Subtotal Operating Revenue	\$ 1,925,927	\$ 1,754,859	10%	\$ 16,474,757	\$ 19,549,342	7%
Total Operating Expenses	\$ 3,027,812			\$ 20,730,457	\$ 20,359,647	
Variance	\$ (1,101,885)			\$ (4,255,700)	\$ (810,305)	
Extraordinary/Non-Op Prtg Revenue						
FTA Sec 5309 - ARRA Op Prtg	\$ -	\$ -	0%	\$ 270,000	\$ -	0%
STA - Op Assistance	\$ -	\$ -	0%	\$ 2,801,550	\$ -	0%
STIC - Op Assistance	\$ -	\$ -	0%	\$ -	\$ -	0%
Fuel Tax Credit	\$ -	\$ -	0%	\$ -	\$ -	0%
Subtotal Extraordinary/Non-Op Prtg Revenue	\$ -	\$ -	0%	\$ 3,071,550	\$ -	0%
Transfers from Reserves						
Transfer (to)/from Capital Reserves	\$ -	\$ -	0%	\$ -	\$ -	0%
Transfer (to)/from Cash Flow Res	\$ -	\$ -	0%	\$ -	\$ -	0%
Transfer (to)/from W/C Reserve	\$ -	\$ -	0%	\$ -	\$ -	0%
Transfer (to)/from Liab Ins Res	\$ -	\$ -	0%	\$ -	\$ -	0%
Carryover from Previous Year	\$ -	\$ -	0%	\$ -	\$ -	0%
Subtotal Transfers from Reserves	\$ -	\$ -	0%	\$ -	\$ -	0%
Total Revenue	\$ 1,925,927	\$ 1,754,859	10%	\$ 19,546,307	\$ 19,549,342	6%
Total Operating Expenses	\$ 3,027,812			\$ 20,730,457	\$ 20,359,647	
Variance	\$ (1,101,885)			\$ (1,184,150)	\$ (810,305)	

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FY11
Operating Revenue
For the month ending - January 31, 2011

Revenue Source	Actual		Budget		YTD Year Over Year Comparison		
	Actual	Budget	Actual	Budget	FY11	FY10	\$ Var

Current Period Notes:

- 1) **Passenger Revenue** is over budget due to an increase in ridership.
- 2) **Advertising Income** is under budget due to less advertising than expected in January 2011.
- 3) **Sales Tax Revenue** is over budget for the month due to higher than anticipated receipts in January 2011.

Attachment B

FY11 Operating Expenses by Department For the month ending - January 31, 2011



Current Period

Departmental Personnel Expenses	700 - SCCLC	33,131	43,801	(10,669)	0%	Notes	Year to Date			YTD Year Over Year Comparison				
							Actual	Budget	% Var	FY11	FY10	% Var		
1100 - Administration	\$	\$	\$	\$	0%		\$	\$	\$	\$	\$	\$	\$	0%
1200 - Finance	\$	\$	\$	\$	-24%		\$	\$	\$	\$	\$	\$	\$	-33%
1300 - Customer Service	\$	\$	\$	\$	-4%		\$	\$	\$	\$	\$	\$	\$	22%
1400 - Human Resources	\$	\$	\$	\$	3%		\$	\$	\$	\$	\$	\$	\$	25%
1500 - Information Technology	\$	\$	\$	\$	1%		\$	\$	\$	\$	\$	\$	\$	5%
1700 - District Counsel	\$	\$	\$	\$	-1%		\$	\$	\$	\$	\$	\$	\$	3%
1800 - Risk Management	\$	\$	\$	\$	0%		\$	\$	\$	\$	\$	\$	\$	-4%
2200 - Facilities Maintenance	\$	\$	\$	\$	-9%		\$	\$	\$	\$	\$	\$	\$	0%
3100 - Paratransit Program	\$	\$	\$	\$	-3%		\$	\$	\$	\$	\$	\$	\$	-6%
3200 - Operations	\$	\$	\$	\$	-9%		\$	\$	\$	\$	\$	\$	\$	9%
3300 - Bus Operators	\$	\$	\$	\$	3%		\$	\$	\$	\$	\$	\$	\$	-5%
4100 - Fleet Maintenance	\$	\$	\$	\$	0%		\$	\$	\$	\$	\$	\$	\$	1%
9001 - Cobra Benefits	\$	\$	\$	\$	100%		\$	\$	\$	\$	\$	\$	\$	-8%
9005 - Retired Employee Benefits	\$	\$	\$	\$	32%		\$	\$	\$	\$	\$	\$	\$	-112%
9014 - Operating Grants	\$	\$	\$	\$	0%		\$	\$	\$	\$	\$	\$	\$	26%
110020 - Operating Grants	\$	\$	\$	\$	0%		\$	\$	\$	\$	\$	\$	\$	0%
100 - New Flyer Parts Credit	\$	\$	\$	\$	0%		\$	\$	\$	\$	\$	\$	\$	0%
Subtotal Personnel Expenses	\$	\$	\$	\$	1%		\$	\$	\$	\$	\$	\$	\$	1%
	\$	\$	\$	\$			\$	\$	\$	\$	\$	\$	\$	
Departmental Non-Personnel Expenses	\$	\$	\$	\$			\$	\$	\$	\$	\$	\$	\$	
700 - SCCLC	\$	\$	\$	\$	0%		\$	\$	\$	\$	\$	\$	\$	12%
1100 - Administration	\$	\$	\$	\$	-43%		\$	\$	\$	\$	\$	\$	\$	19%
1200 - Finance	\$	\$	\$	\$	-26%		\$	\$	\$	\$	\$	\$	\$	-8%
1300 - Customer Service	\$	\$	\$	\$	-66%		\$	\$	\$	\$	\$	\$	\$	-13%
1400 - Human Resources	\$	\$	\$	\$	-65%		\$	\$	\$	\$	\$	\$	\$	-75%
1500 - Information Technology	\$	\$	\$	\$	-27%		\$	\$	\$	\$	\$	\$	\$	-36%
1700 - District Counsel	\$	\$	\$	\$	-75%		\$	\$	\$	\$	\$	\$	\$	7%
1800 - Risk Management	\$	\$	\$	\$	-85%		\$	\$	\$	\$	\$	\$	\$	151%
2200 - Facilities Maintenance	\$	\$	\$	\$	46%		\$	\$	\$	\$	\$	\$	\$	-21%
3100 - Paratransit Program	\$	\$	\$	\$	-34%		\$	\$	\$	\$	\$	\$	\$	12%
3200 - Operations	\$	\$	\$	\$	-14%		\$	\$	\$	\$	\$	\$	\$	0%
3300 - Bus Operators	\$	\$	\$	\$	-100%		\$	\$	\$	\$	\$	\$	\$	-72%
4100 - Fleet Maintenance	\$	\$	\$	\$	7%		\$	\$	\$	\$	\$	\$	\$	27%
9001 - Cobra Benefits	\$	\$	\$	\$	0%		\$	\$	\$	\$	\$	\$	\$	-100%
9005 - Retired Employee Benefits	\$	\$	\$	\$	0%		\$	\$	\$	\$	\$	\$	\$	0%
9014 - Operating Grants	\$	\$	\$	\$	0%		\$	\$	\$	\$	\$	\$	\$	0%
110020 - Operating Grants	\$	\$	\$	\$	0%		\$	\$	\$	\$	\$	\$	\$	0%
100 - New Flyer Parts Credit	\$	\$	\$	\$	0%		\$	\$	\$	\$	\$	\$	\$	0%
Subtotal Non-Personnel Expenses	\$	\$	\$	\$	-5%		\$	\$	\$	\$	\$	\$	\$	4%

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Attachment B

FY11 Operating Expenses by Department For the month ending - **January 31, 2011**



	Current Period			Year to Date			YTD Year Over Year Comparison		
	Actual	% Var	Notes	Actual	Budget	% Var	FY11	FY10	% Var
	\$			\$	\$		\$	\$	
Total Departmental Expenses	\$ 3,027,812	0%		\$ 3,032,113	\$ 3,032,113	0%	\$ 20,730,457	\$ 20,359,647	2%
700 - SCCIC	\$ -	0%		\$ 280	\$ 300	(20) -7%	\$ -	\$ 250	30 12%
1100 - Administration	\$ 55,900	-33%	1	\$ 471,332	\$ 583,014	\$(111,682) -19%	\$ 471,332	\$ 594,018	\$(122,687) -21%
1200 - Finance	\$ 146,911	-13%	2	\$ 1,220,842	\$ 1,351,618	\$(130,776) -10%	\$ 1,220,842	\$ 1,129,220	\$ 91,622 8%
1300 - Customer Service	\$ 42,617	-5%		\$ 318,836	\$ 348,704	\$(29,868) -9%	\$ 318,836	\$ 266,977	\$ 51,859 19%
1400 - Human Resources	\$ 47,525	-8%		\$ 328,505	\$ 342,593	\$(14,087) -4%	\$ 328,505	\$ 350,337	\$(21,832) -6%
1500 - Information Technology	\$ 55,677	-8%		\$ 383,794	\$ 421,962	\$(38,168) -9%	\$ 383,794	\$ 415,912	\$(32,118) -8%
1700 - District Counsel	\$ 40,767	-4%		\$ 286,075	\$ 296,353	\$(10,278) -3%	\$ 286,075	\$ 296,382	\$(10,307) -3%
1800 - Risk Management	\$ 2,776	-85%	3	\$ 94,647	\$ 156,517	\$(61,870) -40%	\$ 94,647	\$ 37,671	\$ 56,976 151%
2100 - Facilities Maintenance	\$ 218,823	22%	4	\$ 1,293,682	\$ 1,416,424	\$(122,741) -9%	\$ 1,293,682	\$ 1,533,440	\$(239,758) -16%
3100 - Paratransit Program	\$ 350,787	-10%	5	\$ 2,448,708	\$ 2,730,380	\$(281,672) -10%	\$ 2,448,708	\$ 2,228,695	\$ 220,013 10%
3200 - Operations	\$ 186,802	-10%	6	\$ 1,426,439	\$ 1,498,406	\$(71,967) -5%	\$ 1,426,439	\$ 1,489,401	\$(62,962) -4%
3300 - Bus Operators	\$ 1,139,834	3%	7	\$ 7,797,434	\$ 7,922,752	\$(125,318) -2%	\$ 7,797,434	\$ 7,760,504	\$ 36,930 0%
4100 - Fleet Maintenance	\$ 560,914	3%	8	\$ 3,543,872	\$ 3,811,980	\$(268,108) -7%	\$ 3,543,872	\$ 3,371,624	\$ 172,248 5%
9001 - Cobra Benefits	\$ 338	100%		\$ (599)	\$ -	\$(599) 100%	\$ (599)	\$ (61)	\$(537) 875%
9005 - Retired Employee Benefits	\$ 178,140	32%	9	\$ 1,116,610	\$ 1,078,908	\$ 37,702 3%	\$ 1,116,610	\$ 885,275	\$ 231,334 26%
9014 - Operating Grants	\$ -	0%		\$ -	\$ -	\$ - 0%	\$ -	\$ -	\$ - 0%
110020 - Operating Grants	\$ -	0%		\$ -	\$ -	\$ - 0%	\$ -	\$ -	\$ - 0%
100 - New Flyer Parts Credit	\$ -	0%		\$ -	\$ -	\$ - 0%	\$ -	\$ -	\$ - 0%
Total Operating Expenses	\$ 3,027,812	0%		\$ 20,730,457	\$ 21,959,909	\$(1,229,452) -6%	\$ 20,730,457	\$ 20,359,647	\$ 370,811 2%

** does not include depreciation

Current Period Notes:

- 1) **Administration** is under budget due to a Workers Comp reimbursement received in January 2011, as well as less than anticipated training and travel expenses for the month.
- 2) **Finance** is under budget due to less than anticipated admin & bank fees and insurance expenses in January 2011.
- 3) **Risk Management** is under budget due to fewer than budgeted claims settled in January 2011.
- 4) **Facilities Maintenance** is over budget due to repairs to the Fueling station exceeding the budget projections for January 2011.
- 5) **Paratransit Program** is under budget due to a vacant funded position, extended leaves, lower than anticipated prices of fuel and purchased transportation expenses in January 2011.
- 6) **Operations** is under budget due to vacant funded positions.
- 7) **Bus Operators** is over budget due to higher than anticipated Medical Insurance expenses (Medical Ins increased 17%, effective January 2011).

6-1.b2



FY11
Consolidated Operating Expenses
For the month ending - January 31, 2011

Current Period

Year to Date

YTD Year Over Year Comparison

	Budget	\$ Var	% Var	Notes	Actual	Budget	\$ Var	% Var	Actual	FY11	FY10	\$ Var	% Var
LABOR													
501011 Bus Operator Pay	\$ 605,600	\$ 661,071	\$ (55,472)	-8%	\$ 4,305,208	\$ 4,627,499	\$ (322,291)	-7%	\$ 4,305,208	\$ 4,333,380	\$ (28,172)	-1%	
501013 Bus Operator Overtime	\$ 128,193	\$ 128,466	\$ (273)	0%	\$ 916,125	\$ 899,261	\$ 16,864	2%	\$ 916,125	\$ 939,402	\$ (23,277)	-2%	
501021 Other Salaries	\$ 522,829	\$ 510,918	\$ 11,911	2%	\$ 3,741,908	\$ 3,735,445	\$ 6,464	0%	\$ 3,741,908	\$ 3,715,226	\$ 26,682	1%	
501023 Other Overtime	\$ 19,444	\$ 29,757	\$ (10,313)	-35%	\$ 174,742	\$ 208,298	\$ (33,556)	-16%	\$ 174,742	\$ 200,381	\$ (25,639)	-13%	
Total Labor -	\$ 1,276,065	\$ 1,330,212	\$ (54,146)	-4%	\$ 9,137,984	\$ 9,470,502	\$ (332,518)	-4%	\$ 9,137,984	\$ 9,188,389	\$ (50,405)	-1%	

FRINGE BENEFITS

502011 Medicare/Soc. Sec.	\$ 18,692	\$ 20,731	\$ (2,039)	-10%	\$ 135,067	\$ 146,615	\$ (11,548)	-8%	\$ 135,067	\$ 135,001	\$ 66	0%
502021 Retirement	\$ 175,452	\$ 192,314	\$ (16,861)	-9%	\$ 1,272,638	\$ 1,358,300	\$ (85,661)	-6%	\$ 1,272,638	\$ 1,280,311	\$ (7,673)	-1%
502031 Dental Insurance	\$ 534,939	\$ 422,332	\$ 112,608	27%	\$ 3,238,618	\$ 3,255,667	\$ (17,049)	-1%	\$ 3,238,618	\$ 2,911,041	\$ 327,578	11%
502041 Medical Insurance	\$ 39,730	\$ 39,153	\$ 577	1%	\$ 248,351	\$ 278,357	\$ (30,007)	-11%	\$ 248,351	\$ 279,468	\$ (31,118)	-11%
502045 Vision Insurance	\$ 11,134	\$ 11,162	\$ (28)	0%	\$ 77,245	\$ 79,163	\$ (1,917)	-2%	\$ 77,245	\$ 79,269	\$ (2,024)	-3%
502051 Life Insurance	\$ 2,963	\$ 3,538	\$ (575)	-16%	\$ 24,443	\$ 25,674	\$ (1,230)	-5%	\$ 24,443	\$ 25,518	\$ (1,075)	-4%
502060 State Disability	\$ 18,018	\$ 15,347	\$ 2,671	17%	\$ 114,296	\$ 108,369	\$ 5,927	5%	\$ 114,296	\$ 113,131	\$ 1,165	1%
502061 Disability Insurance	\$ 10,612	\$ 18,784	\$ (8,172)	-44%	\$ 115,900	\$ 131,486	\$ (15,586)	-12%	\$ 115,900	\$ 122,523	\$ (6,623)	-5%
502071 State Unemp. Ins	\$ 47,441	\$ 5,219	\$ 42,223	809%	\$ 67,992	\$ 41,130	\$ 26,862	65%	\$ 67,992	\$ 51,810	\$ 16,182	31%
502081 Worker's Comp Ins	\$ 43,998	\$ 58,333	\$ (14,335)	-25%	\$ 524,605	\$ 408,333	\$ 116,272	28%	\$ 524,605	\$ 366,802	\$ 157,802	43%
502083 Worker's Comp IBNR	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
502101 Holiday Pay	\$ 62,769	\$ 52,432	\$ 10,337	20%	\$ 248,460	\$ 260,888	\$ (12,429)	-5%	\$ 248,460	\$ 255,112	\$ (6,653)	-3%
502103 Floating Holiday	\$ 1,031	\$ 5,798	\$ (4,768)	-82%	\$ 12,434	\$ 40,589	\$ (28,155)	-69%	\$ 12,434	\$ 21,524	\$ (9,090)	-42%
502109 Sick Leave	\$ 43,543	\$ 65,915	\$ (22,372)	-34%	\$ 319,648	\$ 470,112	\$ (150,464)	-32%	\$ 319,648	\$ 451,097	\$ (131,449)	-29%
502111 Annual Leave	\$ 102,532	\$ 120,695	\$ (18,163)	-15%	\$ 1,036,408	\$ 868,264	\$ 168,144	19%	\$ 1,036,408	\$ 1,067,309	\$ (30,901)	-3%
502121 Other Paid Absence	\$ 12,847	\$ 10,291	\$ 2,556	25%	\$ 85,218	\$ 72,167	\$ 13,051	18%	\$ 85,218	\$ 86,383	\$ (1,165)	-1%
502251 Physical Exams	\$ 225	\$ 1,142	\$ (917)	-80%	\$ 2,925	\$ 7,991	\$ (5,066)	-63%	\$ 2,925	\$ 4,987	\$ (2,062)	-41%
502253 Driver Lic Renewal	\$ 137	\$ 378	\$ (241)	-64%	\$ 1,226	\$ 2,744	\$ (1,518)	-55%	\$ 1,226	\$ 1,598	\$ (372)	-23%
502999 Other Fringe Benefits	\$ 6,819	\$ 4,894	\$ 1,925	39%	\$ 45,687	\$ 45,267	\$ 420	1%	\$ 45,687	\$ 42,869	\$ 2,817	7%
Total Fringe Benefits -	\$ 1,132,883	\$ 1,048,456	\$ 84,427	8%	\$ 7,571,161	\$ 7,601,115	\$ (29,954)	0%	\$ 7,571,161	\$ 7,295,754	\$ 275,408	4%

Total Personnel Expenses -	\$ 2,408,948	\$ 2,378,668	\$ 30,281	1%	\$ 16,709,145	\$ 17,071,617	\$ (362,472)	-2%	\$ 16,709,145	\$ 16,484,143	\$ 225,003	1%
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FY11
Consolidated Operating Expenses
For the month ending - January 31, 2011

	Current Period		Year to Date				YTD Year Over Year Comparison				
	Budget	% Var	Actual	Budget	% Var	FY11	Actual	FY10	\$ Var	% Var	
	\$		\$	\$		\$	\$	\$	\$		
SERVICES											
503011 Acctg & Audit Fees	\$ 457	\$ -	\$ 457	\$ 45,250	-23%	\$ 34,807	\$ 34,807	\$ 38,447	\$ (3,640)	-9%	
503012 Admin & Bank Fees	\$ 5,912	\$ 12,458	\$ (6,546)	\$ 115,643	-53%	\$ 106,601	\$ 106,601	\$ 100,505	\$ 6,096	6%	
503031 Prof & Tech Fees	\$ 7,101	\$ 16,165	\$ (9,064)	\$ 137,703	-56%	\$ 84,960	\$ 84,960	\$ 87,119	\$ (2,160)	-2%	
503032 Legislative Services	\$ 7,500	\$ 8,617	\$ (1,117)	\$ 60,317	-13%	\$ 52,500	\$ 52,500	\$ 50,000	\$ 2,500	5%	
503033 Legal Services	\$ -	\$ 4,583	\$ (4,583)	\$ 32,083	-100%	\$ 863	\$ 863	\$ 11,243	\$ (10,380)	-92%	
503034 Pre-Employ Exams	\$ 47	\$ 608	\$ (561)	\$ 4,258	-92%	\$ 1,204	\$ 1,204	\$ 7,656	\$ (6,452)	-84%	
503041 Temp Help	\$ 11,395	\$ 12,081	\$ (686)	\$ 90,093	-6%	\$ 89,702	\$ 89,702	\$ 147,537	\$ (57,835)	-39%	
503161 Custodial Services	\$ 8,732	\$ 4,167	\$ 4,565	\$ 29,167	110%	\$ 39,984	\$ 39,984	\$ 36,619	\$ 3,365	9%	
503162 Uniform & Laundry	\$ 1,400	\$ 2,800	\$ (1,400)	\$ 19,600	-50%	\$ 11,382	\$ 11,382	\$ 12,004	\$ (622)	-5%	
503171 Security Services	\$ 31,035	\$ 31,278	\$ (243)	\$ 218,944	-1%	\$ 221,007	\$ 221,007	\$ 199,446	\$ 21,561	11%	
503221 Classified/Legal Ads	\$ 185	\$ 2,425	\$ (2,240)	\$ 16,975	-92%	\$ 3,978	\$ 3,978	\$ 5,993	\$ (2,014)	-34%	
503222 Legal Advertising	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	0%	
503225 Graphic Services	\$ -	\$ 333	\$ (333)	\$ 2,333	-100%	\$ -	\$ -	\$ -	\$ -	0%	
503351 Repair - Bldg & Impr	\$ 5,346	\$ 8,333	\$ (2,987)	\$ 58,333	-36%	\$ 46,494	\$ 46,494	\$ 20,918	\$ 25,576	122%	
503352 Repair - Equipment	\$ 82,384	\$ 47,783	\$ 34,601	\$ 356,578	72%	\$ 306,073	\$ 306,073	\$ 281,569	\$ 24,504	9%	
503353 Repair - Rev Vehicle	\$ 31,205	\$ 34,167	\$ (2,962)	\$ 239,167	-9%	\$ 237,163	\$ 237,163	\$ 191,339	\$ 45,823	24%	
503354 Repair - Non Rev Vehicle	\$ 2,461	\$ 2,083	\$ 377	\$ 14,583	18%	\$ 8,340	\$ 8,340	\$ 9,880	\$ (1,540)	-16%	
503363 Haz Mat Disposal	\$ 6,918	\$ 4,125	\$ 2,793	\$ 28,875	68%	\$ 24,887	\$ 24,887	\$ 19,165	\$ 5,721	30%	
Total Services -	\$ 202,076	\$ 192,007	\$ 10,069	\$ 1,469,902	5%	\$ 1,269,943	\$ 1,269,943	\$ 1,219,440	\$ 50,503	4%	
MOBILE MATERIALS AND SUPPLIES											
504011 Fuels & Lube Non Rev Veh	\$ 5,192	\$ 12,592	\$ (7,400)	\$ 88,142	-59%	\$ 34,042	\$ 34,042	\$ 90,575	\$ (56,533)	-62%	
504012 Fuels & Lube Rev Veh	\$ 184,315	\$ 174,583	\$ 9,731	\$ 1,217,851	6%	\$ 1,141,457	\$ 1,141,457	\$ 761,709	\$ 379,748	50%	
504021 Tires & Tubes	\$ 11,737	\$ 20,250	\$ (8,513)	\$ 141,750	-42%	\$ 111,048	\$ 111,048	\$ 98,435	\$ 12,613	13%	
504161 Other Mobile Supplies	\$ -	\$ -	\$ -	\$ 5,000	0%	\$ 38	\$ 38	\$ 287	\$ (250)	-87%	
504191 Rev Vehicle Parts	\$ 65,483	\$ 52,083	\$ 13,400	\$ 359,583	26%	\$ 327,946	\$ 327,946	\$ 259,385	\$ 68,561	26%	
Total Mobile Materials & Supplies -	\$ 266,727	\$ 259,508	\$ 7,219	\$ 1,812,325	3%	\$ 1,614,530	\$ 1,614,530	\$ 1,210,391	\$ 404,139	33%	

6-1.c2

Attachment C



FY11 Consolidated Operating Expenses For the month ending - January 31, 2011

	Current Period			Year to Date			YTD Year Over Year Comparison					
	Budget	\$ Var	% Var	Notes	Actual	Budget	\$ Var	% Var	Actual	FY10	\$ Var	% Var
OTHER MATERIALS & SUPPLIES												
504205 Freight Out	\$ 211	\$ 208	3	1%	\$ 1,438	\$ 1,458	\$ (21)	-1%	\$ 1,438	\$ 833	\$ 605	73%
504211 Postage & Mailing	\$ 31	\$ 1,700	\$ (1,669)	-98%	\$ 5,941	\$ 13,398	\$ (7,457)	-56%	\$ 5,941	\$ 8,002	\$ (2,061)	-26%
504214 Promotional Items	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
504215 Printing	\$ 318	\$ 5,441	\$ (5,123)	-94%	\$ 28,892	\$ 56,286	\$ (27,395)	-49%	\$ 28,892	\$ 38,921	\$ (10,029)	-26%
504217 Photo Supply/Processing	\$ -	\$ 467	\$ (467)	-100%	\$ 171	\$ 3,567	\$ (3,395)	-95%	\$ 171	\$ 450	\$ (279)	-62%
504311 Office Supplies	\$ 11,927	\$ 5,885	\$ 6,042	103%	\$ 36,883	\$ 40,893	\$ (4,011)	-10%	\$ 36,883	\$ 37,521	\$ (639)	-2%
504315 Safety Supplies	\$ 2,794	\$ 1,358	\$ 1,436	106%	\$ 10,430	\$ 9,508	\$ 921	10%	\$ 10,430	\$ 7,370	\$ 3,060	42%
504317 Cleaning Supplies	\$ 3,300	\$ 2,758	\$ 541	20%	\$ 20,554	\$ 19,308	\$ 1,246	6%	\$ 20,554	\$ 21,182	\$ (627)	-3%
504409 Repair/Maint Supplies	\$ 755	\$ 3,333	\$ (2,578)	-77%	\$ 19,179	\$ 23,333	\$ (4,154)	-18%	\$ 19,179	\$ 21,029	\$ (1,850)	-9%
504421 Non-Inventory Parts	\$ 469	\$ 3,783	\$ (3,315)	-88%	\$ 7,907	\$ 26,483	\$ (18,576)	-70%	\$ 7,907	\$ 6,356	\$ 1,550	24%
504511 Small Tools	\$ 394	\$ 725	\$ (331)	-46%	\$ 2,201	\$ 5,075	\$ (2,874)	-57%	\$ 2,201	\$ 1,503	\$ 698	46%
504515 Employee Tool Rplcmt	\$ -	\$ 250	\$ (250)	-100%	\$ 390	\$ 1,750	\$ (1,360)	-78%	\$ 390	\$ 772	\$ (382)	-49%
Total Other Materials & Supplies -	\$ 20,198	\$ 25,909	\$ (5,710)	-22%	\$ 133,984	\$ 201,060	\$ (67,076)	-33%	\$ 133,984	\$ 143,938	\$ (9,953)	-7%
UTILITIES												
505011 Gas & Electric	\$ 19,410	\$ 18,750	\$ 660	4%	\$ 135,829	\$ 131,250	\$ 4,579	3%	\$ 135,829	\$ 101,873	\$ 33,957	33%
505021 Water & Garbage	\$ 9,591	\$ 12,500	\$ (2,909)	-23%	\$ 73,221	\$ 87,500	\$ (14,279)	-16%	\$ 73,221	\$ 78,722	\$ (5,501)	-7%
505031 Telecommunications	\$ 8,013	\$ 14,083	\$ (6,071)	-43%	\$ 59,610	\$ 102,816	\$ (43,207)	-42%	\$ 59,610	\$ 96,615	\$ (37,005)	-38%
Total Utilities -	\$ 37,013	\$ 45,333	\$ (8,320)	-18%	\$ 268,660	\$ 321,566	\$ (52,906)	-16%	\$ 268,660	\$ 277,210	\$ (8,549)	-3%
CASUALTY & LIABILITY												
506011 Insurance - Property	\$ 5,459	\$ 9,583	\$ (4,124)	-43%	\$ 53,293	\$ 67,083	\$ (13,790)	-21%	\$ 53,293	\$ 45,115	\$ 8,178	18%
506015 Insurance - PL & PD	\$ 36,531	\$ 43,775	\$ (7,244)	-17%	\$ 255,715	\$ 306,425	\$ (50,710)	-17%	\$ 255,715	\$ 266,706	\$ (10,991)	-4%
506021 Insurance - Other	\$ -	\$ -	\$ -	0%	\$ 711	\$ 750	\$ (39)	-5%	\$ 711	\$ 711	\$ -	0%
506123 Settlement Costs	\$ 2,334	\$ 10,364	\$ (8,030)	-77%	\$ 88,485	\$ 98,284	\$ (9,799)	-10%	\$ 88,485	\$ 20,044	\$ 68,441	341%
506127 Repairs - Dist Prop	\$ (2,413)	\$ -	\$ (2,413)	100%	\$ (74,943)	\$ -	\$ (74,943)	100%	\$ (74,943)	\$ -	\$ (74,943)	100%
Total Casualty & Liability -	\$ 41,911	\$ 63,722	\$ (21,812)	-34%	\$ 323,260	\$ 472,542	\$ (149,282)	-32%	\$ 323,260	\$ 332,576	\$ (9,316)	-3%
TAXES												
507051 Fuel Tax	\$ 956	\$ 1,167	\$ (211)	-18%	\$ 7,837	\$ 8,167	\$ (329)	-4%	\$ 7,837	\$ 7,277	\$ 560	8%
507201 Licenses & permits	\$ 2,241	\$ 1,708	\$ 533	31%	\$ 7,267	\$ 13,208	\$ (5,942)	-45%	\$ 7,267	\$ 11,768	\$ (4,501)	-38%
507999 Other Taxes	\$ 3,488	\$ 1,500	\$ 1,988	133%	\$ 12,243	\$ 29,000	\$ (16,757)	-58%	\$ 12,243	\$ 12,908	\$ (665)	-5%
Total Taxes -	\$ 6,685	\$ 4,375	\$ 2,310	53%	\$ 27,347	\$ 50,375	\$ (23,028)	-46%	\$ 27,347	\$ 31,953	\$ (4,606)	-14%

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FY11
Consolidated Operating Expenses
For the month ending - January 31, 2011

	Current Period		Year to Date		YTD Year Over Year Comparison				
	Budget	% Var	Actual	% Var	FY11	FY10	\$ Var	% Var	
PURCHASED TRANSPORTATION									
503406 Contr/Paratrans	\$ 10,125	\$ (10,708)	\$ 99,148	\$ (46,685)	\$ 99,148	\$ 178,303	\$ (79,155)	-44%	
Total Purchased Transportation -	\$ 10,125	\$ (10,708)	\$ 99,148	\$ (46,685)	\$ 99,148	\$ 178,303	\$ (79,155)	-44%	
MISC									
509011 Dues & Subscriptions	\$ 4,736	\$ (682)	\$ 38,577	\$ (353)	\$ 38,577	\$ 36,553	\$ 2,024	6%	
509085 Advertising - Rev Product	-	-	-	-	-	-	-	0%	
509101 Emp Incentive Prog	\$ 2,883	\$ (2,883)	\$ 4,401	\$ (15,683)	\$ 4,401	\$ 6,953	\$ (2,552)	-37%	
509121 Employee Training	\$ 561	\$ (4,547)	\$ 11,656	\$ (18,382)	\$ 11,656	\$ 10,793	\$ 863	8%	
509123 Travel	\$ 2,478	\$ (5,087)	\$ 21,052	\$ (27,903)	\$ 21,052	\$ 23,043	\$ (1,992)	-9%	
509125 Local Meeting Exp	\$ 657	\$ 413	\$ 1,853	\$ (1,035)	\$ 1,853	\$ 1,456	\$ 396	27%	
509127 Board Director Fees	\$ 900	\$ (200)	\$ 3,550	\$ (4,150)	\$ 3,550	\$ 4,200	\$ (650)	-15%	
509150 Contributions	-	\$ (54)	\$ 379	\$ (379)	\$ -	\$ -	\$ -	0%	
509197 Sales Tax Expense	-	-	-	-	-	-	-	0%	
509198 Cash Over/Short	\$ 154	\$ 42	\$ 339	\$ 47	\$ 339	\$ 202	\$ 137	68%	
Total Misc -	\$ 9,486	\$ (13,097)	\$ 81,426	\$ (67,838)	\$ 81,426	\$ 83,200	\$ (1,774)	-2%	
LEASES & RENTALS									
512011 Facility Rentals	\$ 22,419	\$ 5,003	\$ 195,792	\$ (56,122)	\$ 195,792	\$ 392,008	\$ (196,216)	-50%	
512061 Equipment Rentals	\$ 2,222	\$ 464	\$ 7,221	\$ (6,288)	\$ 7,221	\$ 6,487	\$ 734	11%	
Total Leases & Rentals -	\$ 24,642	\$ 5,467	\$ 203,013	\$ (62,410)	\$ 203,013	\$ 398,495	\$ (195,482)	-49%	
Total Non-Personnel Expenses -	\$ 618,863	\$ (34,582)	\$ 4,021,312	\$ (866,980)	\$ 4,021,312	\$ 3,875,505	\$ 145,807	4%	
TOTAL OPERATING EXPENSE -	\$ 3,027,812	\$ (4,301)	\$ 20,730,457	\$ (1,229,452)	\$ 20,730,457	\$ 20,359,647	\$ 370,811	2%	

** does not include depreciation

Current Period Notes:

1) **Total Personnel Expenses** are over budget due to Medical (17 % increase, effective January 2011), State Disability (increased from 1.1% to 1.2%, effective January 2011), and State Unemployment Insurance Expenses (collected at the beginning of the calendar year and increased from 3 % to 3.9 %, effective January 2011).

2) **Repair - Equipment** is over budget due to repairs and parts for the Fueling Station (warm end repairs, assembly and on site installation for oil injection system, an AOP LNG pump and Murphy pressure switch).

3) **Haz Mat Disposal** is over budget due to solids waste (1,500 gal) in addition to oil and water Haz Mat liquid waste (1,900 gal) in January 2011.

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FY11

Consolidated Operating Expenses

For the month ending - January 31, 2011

	Current Period		Year to Date		YTD Year Over Year Comparison	
	Budget	% Var	Budget	% Var	FY10	FY11

- 4) **Rev Veh Parts** is over budget due to bulk purchases of parts in January 2011.
- 5) **Office Supplies** is over budget due to the purchase of HP/VCX Single Span VoiP Gateway for Paracruz in January 2011.
- 6) **Other Taxes** is over budget due to annual permit fees to SWRCB (State Water Resource Control Board) for 1200 River Street and 138 Golf Club, Wastewater Tax for FY11 (2nd installment) and annual coop retail management fees paid in January 2011.
- 7) **Contr/Paratrans** is under budget due to lower than anticipated number of contracted rides for the month.
- 8) **Miscellaneous expenses** are under budget due to cost cutting measures in all departments.
- 9) **Leases & Rentals** is over budget due to annual tanks lease renewal, as well as repairs to for 111 Dubois in January 2011.



SANTA CRUZ **METRO**

FY2011
CAPITAL BUDGET
For the month ending - January 31, 2011

Grant-Funded Projects

	<u>YTD Actual</u>	<u>FY11 Budget</u>	<u>Remaining Budget</u>	<u>% Spent YTD</u>
MetroBase Maintenance Facility (5309) / (PTMISEA)	\$ 463,712	\$ 2,000,000	\$ 1,536,288	23%
Purchase Smartcard Farebox System (ARRA) (5311)	\$ 2,009,256	\$ 2,385,750	\$ 376,494	84%
Purchase of 425 Front Street (FTA) / (TCRP)	\$ 2,090,739	\$ 2,075,000	\$ (15,739)	101%
Purchase 27 ParaCruz Vehicles (ARRA)	\$ 763,208	\$ 1,750,000	\$ 986,792	44%
Transit Mgmt. Info. Technology (ARRA)	\$ 272,236	\$ 1,160,403	\$ 888,167	23%
Comprehensive Security & Surveillance Sys (OHS-1B)	\$ -	\$ 440,505	\$ 440,505	0%
Facilities Video Surveillance Project (OHS-1B)	\$ 13,365	\$ 185,000	\$ 171,635	7%
Fleet - Land Mobile Radio Project (OHS-1B)	\$ 53,154	\$ 195,000	\$ 141,846	27%
Trapeze Pass Interactive Voice Response System *	\$ 22,427	\$ 22,427	\$ -	100%
Subtotal Grant Funded Projects	\$ 5,688,097	\$ 10,214,085	\$ 4,525,988	56%

IT Projects

Replace Fleet & Facilities Maintenance Software	\$ 44,782	\$ 170,000	\$ 125,218	26%
HR Software Upgrade	\$ 101,053	\$ 250,000	\$ 148,947	40%
Trapeze Pass Customer Certification Software	\$ -	\$ 5,000	\$ 5,000	0%
Automated Purchasing System Software	\$ 44,022	\$ 84,000	\$ 39,978	52%
Subtotal IT Projects	\$ 189,857	\$ 509,000	\$ 319,143	37%

Facilities Repair & Improvements

MTC Lane Four Shelter Replacement	\$ -	\$ 75,000	\$ 75,000	0%
Repair, Reseal, Restripe (Sinkholes) - Operations	\$ -	\$ 4,000	\$ 4,000	0%
Subtotal Facilities Repairs & Improvements Projects	\$ -	\$ 79,000	\$ 79,000	0%



FY2011
CAPITAL BUDGET
 For the month ending - January 31, 2011

	YTD Actual	FY11 Budget	Remaining Budget	% Spent YTD
Revenue Vehicle Replacement				
Highway 17 Buses (5) - VTA - (Measure A)	\$ 1,109,495	\$ 2,500,000	\$ 1,390,505	44%
Subtotal Revenue Vehicle Replacements	\$ 1,109,495	\$ 2,500,000	\$ 1,390,505	44%
Non-Revenue Vehicle Replacement				
NONE	\$ -	\$ -	\$ -	0%
Subtotal Non-Revenue Vehicle Replacements	\$ -	\$ -	\$ -	0%
Maint Equipment				
NONE	\$ -	\$ -	\$ -	0%
Subtotal Non-Revenue Vehicle Replacements	\$ -	\$ -	\$ -	0%
Office Equipment				
NONE	\$ -	\$ -	\$ -	0%
Subtotal Office Equipment	\$ -	\$ -	\$ -	0%
TOTAL CAPITAL PROJECTS	\$ 6,987,449	\$ 13,302,085	\$ 6,314,636	53%



FY2011
CAPITAL BUDGET
For the month ending - January 31, 2011

	<u>YTD Actual</u>	<u>FY11 Budget</u>	<u>Remaining Budget</u>	<u>% Spent YTD</u>
<u>CAPITAL FUNDING</u>				
Federal Capital Grants	\$ 4,472,886	\$ 7,483,854	\$ 3,010,968	60%
State - Measure A - (VTA)	\$ 1,109,495	\$ 2,500,000	\$ 1,390,505	44%
State - PTMISEA (1B)	\$ 463,712	\$ 891,938	\$ 428,226	52%
State Security Bond Funds (1B)	\$ 66,519	\$ 820,505	\$ 753,986	8%
State - CalTrans (Section 5311)	\$ -	\$ 267,464	\$ 267,464	0%
Traffic Congestion Relief Program - (TCRP)	\$ 584,450	\$ 617,333	\$ 32,883	95%
State Transit Assistance (STA) (Carryover)-Prior Yrs	\$ 290,387	\$ 684,860	\$ 394,473	42%
Local Operating Match	\$ -	\$ 36,130	\$ 36,130	0%
TOTAL CAPITAL FUNDING	\$ 6,987,449	\$ 13,302,084	\$ 6,314,635	53%

* Budget transfer from FY10 to FY11 for unspent funds on the Trapeze IVR project was approved at the 10/22 BOD meeting.

Attachment E

FY 11 BUDGET LINE ITEM TRANSFERS For the month ending - January 31, 2011

	ACCOUNT #	ACCOUNT TITLE	AMOUNT
TRANSFER # FY11-10			
TRANSFER FROM:	501021-2200	Other Salaries	\$ (11,600)
TRANSFER TO:	503041-2200	Temp Help	\$ 11,600
REASON:	Temporary worker needed for vacant worker II position.		

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 22, 2011
TO: Board of Directors
FROM: Angela Aitken, Finance Manager and Acting Assistant General Manager
SUBJECT: MONTHLY BUDGET STATUS REPORTS FOR FEBRUARY 2011 AND APPROVAL OF BUDGET TRANSFERS

I. RECOMMENDED ACTION

That the Board of Directors accept and file the monthly budget status reports for February 2011 and approve the budget transfers for February 2011.

II. SUMMARY OF ISSUES

- **Operating Revenues** for the month of February 2011 were \$140K or 2 % over the amount of revenue expected for February 2011.
- **Consolidated Operating Expenses** for the month of February 2011 were \$199K or 7 % under budget for the month of February 2011.
- **Capital Budget** spending year to date through February 2011 was \$8,300K or 62 % of the Capital budget.

III. DISCUSSION

An analysis of Santa Cruz METRO's budget status is prepared monthly in order to apprise the Board of Directors of Santa Cruz METRO's actual revenues, expenses and capital in relation to the adopted operating and capital budgets for the fiscal year. The attached monthly revenue, expense and capital reports represent the status of Santa Cruz METRO's FY11 operating and capital budgets versus actual expenditures for the month.

The fiscal year has elapsed **67%**.

A. Operating Revenue

For the month of February 2011 Operating Revenues were \$140K or 2 % over the amount of revenue expected for February 2011. Revenue variances are explained in the notes at the end of the revenue report.

B. Operating Expense by Department

Total Operating Expenses by Department for the month of February 2011 were \$199K or 7 % under budget; 1 % over where we were in FY10. The majority of the variance is due to lower than anticipated Personnel and Services costs.

C. Consolidated Operating Expenses

Consolidated Operating Expenses for the month of February 2011 were \$199K or 7 % under budget. Personnel Expenses, Repair – Rev Vehicle, and Settlement costs all contributed to the variance. Further explanation of these accounts is contained in the notes following the report.

D. Capital Budget

Capital Budget spending year to date through February 2011 was \$8,300K or 62 % of the Capital budget. Of this, \$464K or 23 % has been spent on the MetroBase Maintenance Facility project, \$2,009K or 84 % has been spent on the Smartcard Farebox System project, \$ 2,092K or 101% has been spent on the Purchase of 425 Front Street, and \$794K or 45% has been spent on the Purchase of 27 ParaCruz Vehicles.

IV. FINANCIAL CONSIDERATIONS

Due to the severe economic downturn and the resulting significant decline in revenue, staff is implementing cost - cutting strategies and diligently looking at different scenarios and options in order to close the projected budget gap.

Approval of the budget transfers will increase some line item expenses and decrease others. Overall, the changes are expense-neutral.

Attachment A: FY11 Operating Revenue for the month ending – 02/28/11

Attachment B: FY11 Operating Expenses by Department for the month ending – 02/28/11

Attachment C: FY11 Consolidated Operating Expenses for the month ending – 02/28/11

Attachment D: FY11 Capital Budget Reports for the month ending – 02/28/11

Attachment E: FY11 Budget Transfers for the month ending – 02/28/11

Prepared by: Kristina Mihaylova, Financial Analyst

Date Prepared: April 12 , 2011



FY11

Operating Revenue

For the month ending - February 28, 2011

SANTA CRUZ METRO

Year to Date

YTD Year Over Year Comparison

Revenue Source	Actual			Budget			Actual			Budget			Actual			YTD Year Over Year Comparison			
	\$	% Var	Notes	\$	% Var	Notes	\$	% Var	Notes	\$	% Var	Notes	\$	% Var	Notes	\$	% Var	Notes	
Passenger Fares	\$ 255,710	2%		\$ 250,207	2%		\$ 2,309,941	15%		\$ 2,001,656	15%		\$ 2,309,941	15%		\$ 2,099,756	10%		
Paratransit Fares	\$ 19,812	3%		\$ 19,143	3%		\$ 157,025	-2%		\$ 160,564	-2%		\$ 157,025	-2%		\$ 155,963	1%		
Special Transit Fares	\$ 363,842	8%		\$ 337,468	8%		\$ 2,137,083	7%		\$ 1,994,912	7%		\$ 2,137,083	7%		\$ 2,141,604	0%		
Highway 17 Fares	\$ 115,768	20%		\$ 96,248	20%		\$ 700,342	-11%		\$ 784,886	-11%		\$ 700,342	-11%		\$ 698,556	0%		
Highway 17 Payments	\$ 17,670	-47%		\$ 33,266	-47%		\$ 286,301	-2%		\$ 292,998	-2%		\$ 286,301	-2%		\$ 287,782	-1%		
Subtotal Passenger Revenue	\$ 772,803	5%	1	\$ 736,332	5%		\$ 5,590,693	7%		\$ 5,235,015	7%		\$ 5,590,693	7%		\$ 5,383,660	4%		
Commissions	\$ -	-100%		\$ 458	-100%		\$ 3,282	-11%		\$ 3,667	-11%		\$ 3,282	-11%		\$ 4,015	-18%		
Advertising Income	\$ 14,844	-17%		\$ 17,917	-17%		\$ 145,397	1%		\$ 143,333	1%		\$ 145,397	1%		\$ 169,202	-14%		
Rent Income - SC Pacific Station	\$ 7,056	-8%		\$ 7,648	-8%		\$ 56,447	-8%		\$ 61,183	-8%		\$ 56,447	-8%		\$ 61,260	-8%		
Rent Income - Watsonville TC	\$ 3,698	29%		\$ 2,867	29%		\$ 27,282	19%		\$ 22,933	19%		\$ 27,282	19%		\$ 23,095	18%		
Rent Income - General	\$ -	0%		\$ -	0%		\$ -	0%		\$ -	0%		\$ -	0%		\$ -	0%		
Interest Income	\$ 8,293	72%		\$ 4,813	72%		\$ 92,933	141%		\$ 38,500	141%		\$ 92,933	141%		\$ 133,944	-31%		
Other Non-Transp Revenue	\$ 41	-94%		\$ 667	-94%		\$ 13,337	150%		\$ 5,333	150%		\$ 13,337	150%		\$ 6,853	95%		
Sales Tax Revenue	\$ 1,419,700	7%		\$ 1,321,791	7%		\$ 10,269,030	8%		\$ 9,512,985	8%		\$ 10,269,030	8%		\$ 9,637,583	7%		
Transp Dev Act (TDA) - Op Asst	\$ 1,252,706	1%		\$ 1,243,620	1%		\$ 3,749,032	0%		\$ 3,730,859	0%		\$ 3,749,032	0%		\$ 2,611,683	44%		
FTA Sec 5307 - Op Asst	\$ 3,696,155	0%		\$ 3,696,155	0%		\$ 3,696,155	0%		\$ 3,696,155	0%		\$ 3,696,155	0%		\$ 3,645,442	1%		
FTA Sec 5311 - Rural Op Asst	\$ -	0%		\$ -	0%		\$ -	0%		\$ -	0%		\$ -	0%		\$ 170,894	-100%		
Sec 5303 - AMBAG Funding	\$ -	-100%		\$ 2,917	-100%		\$ 6,465	-72%		\$ 23,334	-72%		\$ 6,465	-72%		\$ 1,868	246%		
FTA Sec 5317 - Op Assistance	\$ -	0%		\$ -	0%		\$ -	0%		\$ -	0%		\$ -	0%		\$ -	0%		
Subtotal Other Revenue	\$ 6,402,493	2%		\$ 6,298,851	2%		\$ 18,059,360	5%		\$ 17,238,281	5%		\$ 18,059,360	5%		\$ 16,465,840	10%		
Subtotal Operating Revenue	\$ 7,175,295	2%		\$ 7,035,183	2%		\$ 23,650,052	5%		\$ 22,473,295	5%		\$ 23,650,052	5%		\$ 21,849,500	8%		
Total Operating Expenses	\$ 2,818,563			\$ 2,818,563			\$ 23,549,020			\$ 23,549,020			\$ 23,549,020			\$ 23,271,542			
Variance	\$ 4,356,732			\$ 4,356,732			\$ 101,032			\$ 101,032			\$ 101,032			\$ (1,422,042)			
Extraordinary/Non-Opriq Revenue	\$ -			\$ -			\$ 270,000			\$ 270,000			\$ 270,000			\$ -			
FTA Sec 5309 - ARRA Opriq	\$ -	0%		\$ -	0%		\$ 270,000	0%		\$ 270,000	0%		\$ 270,000	0%		\$ -	100%		
STA - Op Assistance	\$ -	0%		\$ -	0%		\$ 2,801,550	0%		\$ 2,800,000	0%		\$ 2,801,550	0%		\$ 2,801,550	100%		
STIC - Op Assistance	\$ 1,202,159	0%		\$ 1,202,159	0%		\$ 1,202,159	0%		\$ 1,202,159	0%		\$ 1,202,159	0%		\$ -	100%		
Fuel Tax Credit	\$ -	0%		\$ -	0%		\$ -	0%		\$ -	0%		\$ -	0%		\$ -	0%		
Subtotal Extraordinary/Non-Opriq Revenue	\$ 1,202,159	0%		\$ 1,202,159	0%		\$ 4,273,709	0%		\$ 4,272,159	0%		\$ 4,273,709	0%		\$ 4,273,709	100%		
Transfers from Reserves	\$ -			\$ -			\$ -			\$ -			\$ -			\$ -			
Transfer (to)/from Capital Reserves	\$ -	0%		\$ -	0%		\$ -	0%		\$ -	0%		\$ -	0%		\$ -	0%		
Transfer (to)/from Cash Flow Res	\$ -	0%		\$ -	0%		\$ -	0%		\$ -	0%		\$ -	0%		\$ -	0%		
Transfer (to)/from W/C Reserve	\$ -	0%		\$ -	0%		\$ -	0%		\$ -	0%		\$ -	0%		\$ -	0%		
Transfer (to)/from Liab Ins Res	\$ -	0%		\$ -	0%		\$ -	0%		\$ -	0%		\$ -	0%		\$ -	0%		
Transfer from Previous Year	\$ -	0%		\$ -	0%		\$ -	0%		\$ -	0%		\$ -	0%		\$ -	0%		
Subtotal Transfers from Reserves	\$ -	0%		\$ -	0%		\$ -	0%		\$ -	0%		\$ -	0%		\$ -	0%		
Total Revenue	\$ 8,377,454	2%		\$ 8,237,342	2%		\$ 27,923,761	4%		\$ 26,745,454	4%		\$ 27,923,761	4%		\$ 21,849,500	28%		
Total Operating Expenses	\$ 2,818,563			\$ 2,818,563			\$ 23,549,020			\$ 23,549,020			\$ 23,549,020			\$ 23,271,542			
Variance	\$ 5,558,891			\$ 5,558,891			\$ 4,374,741			\$ 4,374,741			\$ 4,374,741			\$ (1,422,042)			

6-2.a1



FY11
Operating Revenue
 For the month ending - **February 28, 2011**

Revenue Source	Actual		Budget		Year to Date		YTD Year Over Year Comparison		
	Actual	Budget	\$ Var	% Var	Notes	Budget	FY11	FY10	\$ Var

Current Period Notes:

- 1) **Passenger Revenue** is over budget due to an increase in ridership.
- 2) **Sales Tax Revenue** is over budget for the month due to higher than anticipated receipts in February 2011.
- 3) **Transp Dev Act (TDA) - Op Assist** is over budget due to amendment to the FY11 Budget and Work Program by RTC, which resulted in an additional \$ 27K in FY11 TDA revenue to Santa Cruz METRO (quarterly allocation will increase by \$9K to pay the additional allocation over the remaining fiscal year).

Attachment B

FY11 Operating Expenses by Department For the month ending - February 28, 2011



Current Period

Year to Date

YTD Year Over Year Comparison

Departmental Personnel Expenses	Budget	Actual	% Var	Notes	Year to Date			YTD Year Over Year Comparison			
					Budget	Actual	% Var	FY11	FY10	\$ Var	% Var
700 - SCCIC	\$ -	\$ -	0%		\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
1100 - Administration	\$ 35,624	\$ 42,385	(16%)		\$ 334,951	\$ 355,843	(6%)	\$ 488,789	\$ 488,789	\$ (153,838)	-31%
1200 - Finance	\$ 94,812	\$ 98,420	(3%)		\$ 831,353	\$ 874,041	(5%)	\$ 687,068	\$ 687,068	\$ 144,285	21%
1300 - Customer Service	\$ 38,697	\$ 39,863	(3%)		\$ 322,786	\$ 330,908	(2%)	\$ 254,210	\$ 254,210	\$ 68,576	27%
1400 - Human Resources	\$ 42,513	\$ 44,239	(4%)		\$ 358,961	\$ 353,909	1%	\$ 342,530	\$ 342,530	\$ 16,430	5%
1500 - Information Technology	\$ 40,724	\$ 44,258	(8%)		\$ 352,191	\$ 354,065	(1%)	\$ 342,342	\$ 342,342	\$ 9,849	3%
1700 - District Counsel	\$ 37,882	\$ 40,677	(7%)		\$ 315,216	\$ 325,422	(3%)	\$ 323,146	\$ 323,146	\$ (7,930)	-2%
1800 - Risk Management	\$ -	\$ -	0%		\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
2200 - Facilities Maintenance	\$ 64,253	\$ 78,317	(18%)		\$ 584,161	\$ 626,118	(7%)	\$ 627,260	\$ 627,260	\$ (43,099)	-7%
3100 - Paratransit Program	\$ 290,456	\$ 302,053	(4%)		\$ 2,284,178	\$ 2,413,918	(5%)	\$ 2,099,161	\$ 2,099,161	\$ 185,017	9%
3200 - Operations	\$ 146,455	\$ 169,420	(14%)		\$ 1,288,799	\$ 1,362,798	(5%)	\$ 1,357,981	\$ 1,357,981	\$ (69,182)	-5%
3300 - Bus Operators	\$ 1,066,740	\$ 1,105,754	(4%)		\$ 8,862,887	\$ 9,025,589	(2%)	\$ 8,797,901	\$ 8,797,901	\$ 64,986	1%
4100 - Fleet Maintenance	\$ 258,637	\$ 274,175	(6%)		\$ 2,174,447	\$ 2,209,659	(2%)	\$ 2,174,447	\$ 2,174,447	\$ (189,931)	-8%
9001 - Cobra Benefits	\$ (223)	\$ -	100%		\$ (821)	\$ -	100%	\$ (821)	\$ 6,236	\$ (7,057)	-113%
9005 - Retired Employee Benefits	\$ 177,958	\$ 135,108	32%		\$ 1,294,568	\$ 1,214,016	7%	\$ 1,294,568	\$ 1,040,000	\$ 254,568	24%
9014 - Operating Grants	\$ -	\$ -	0%		\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
10020 - Operating Grants	\$ -	\$ -	0%		\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
100 - New Flyer Parts Credit	\$ -	\$ -	0%		\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Subtotal Personnel Expenses	\$ 2,294,530	\$ 2,374,668	(3%)		\$ 19,003,675	\$ 19,446,285	(2%)	\$ 18,731,000	\$ 18,731,000	\$ 272,675	1%

Departmental Non-Personnel Expenses

700 - SCCIC	\$ (10)	\$ -	(10)		\$ 270	\$ 300	(10%)	\$ (30)	\$ 270	\$ 250	20	8%
1100 - Administration	\$ 25,483	\$ 40,161	(37%)		\$ 197,489	\$ 309,716	(36%)	\$ (112,227)	\$ 197,489	\$ 164,595	\$ 32,894	20%
1200 - Finance	\$ 52,250	\$ 64,521	(19%)		\$ 536,551	\$ 640,518	(16%)	\$ (103,967)	\$ 536,551	\$ 629,933	\$ (93,381)	-15%
1300 - Customer Service	\$ 1,373	\$ 4,858	(72%)		\$ 36,120	\$ 62,517	(42%)	\$ (26,397)	\$ 36,120	\$ 41,236	\$ (5,116)	-12%
1400 - Human Resources	\$ 2,076	\$ 7,560	(73%)		\$ 14,133	\$ 40,483	(65%)	\$ (26,349)	\$ 14,133	\$ 48,525	\$ (34,392)	-71%
1500 - Information Technology	\$ 12,412	\$ 16,022	(23%)		\$ 84,740	\$ 128,178	(34%)	\$ (43,438)	\$ 84,740	\$ 117,830	\$ (33,089)	-28%
1700 - District Counsel	\$ 994	\$ 1,658	(66%)		\$ 9,735	\$ 13,267	(27%)	\$ (3,531)	\$ 9,735	\$ 10,608	\$ (872)	-8%
1800 - Risk Management	\$ 639	\$ 18,697	(97%)		\$ 95,286	\$ 175,215	(46%)	\$ (79,928)	\$ 95,286	\$ 44,794	\$ 50,492	13%
2200 - Facilities Maintenance	\$ 91,676	\$ 98,559	(7%)		\$ 865,450	\$ 967,180	(11%)	\$ (101,730)	\$ 865,450	\$ 1,102,915	\$ (237,465)	-22%
3100 - Paratransit Program	\$ 61,773	\$ 83,888	(26%)		\$ 516,759	\$ 702,402	(26%)	\$ (185,643)	\$ 516,759	\$ 491,989	\$ 24,771	5%
3200 - Operations	\$ 30,889	\$ 38,503	(20%)		\$ 314,984	\$ 343,530	(8%)	\$ (28,547)	\$ 314,984	\$ 325,360	\$ (10,376)	-3%
3300 - Bus Operators	\$ 3,068	\$ 417	636%		\$ 4,355	\$ 3,333	31%	\$ 1,021	\$ 4,355	\$ 4,574	\$ (219)	-5%
4100 - Fleet Maintenance	\$ 241,410	\$ 268,083	(10%)		\$ 1,869,472	\$ 2,144,579	(13%)	\$ (275,107)	\$ 1,869,472	\$ 1,562,869	\$ 306,603	20%
9001 - Cobra Benefits	\$ -	\$ -	0%		\$ -	\$ -	0%	\$ -	\$ -	\$ (4,935)	\$ 4,935	-100%
9005 - Retired Employee Benefits	\$ -	\$ -	0%		\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	0%
9014 - Operating Grants	\$ -	\$ -	0%		\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	0%
10020 - Operating Grants	\$ -	\$ -	0%		\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	0%
100 - New Flyer Parts Credit	\$ -	\$ -	0%		\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	0%
Subtotal Non-Personnel Expenses	\$ 524,033	\$ 642,927	(18%)		\$ 4,545,345	\$ 5,531,219	(18%)	\$ (985,874)	\$ 4,545,345	\$ 4,540,542	\$ 4,804	0%

6-2.b1

Attachment B

FY11 Operating Expenses by Department For the month ending - February 28, 2011



	Current Period		Year to Date		YTD Year Over Year Comparison			
	Budget	Actual	Budget	Actual	FY11	FY10	\$ Var	% Var
	\$	\$	\$	\$	\$	\$	\$	%
Total Departmental Expenses								
700 - SCCIC	(10)	\$	300	\$				
1100 - Administration	61,108	\$	665,559	\$	532,439	653,384	\$	20
1200 - Finance	147,062	\$	1,514,559	\$	1,367,905	1,317,000	\$	(20)
1300 - Customer Service	40,070	\$	393,425	\$	358,906	295,446	\$	50,904
1400 - Human Resources	44,589	\$	394,391	\$	373,094	391,056	\$	63,460
1500 - Information Technology	53,137	\$	482,243	\$	436,931	460,171	\$	(17,962)
1700 - District Counsel	38,876	\$	338,688	\$	324,951	333,753	\$	(8,802)
1800 - Risk Management	639	\$	175,215	\$	95,286	44,794	\$	50,492
2200 - Facilities Maintenance	155,929	\$	1,593,299	\$	1,449,611	1,730,175	\$	(280,563)
3100 - Paratransit Program	352,229	\$	3,116,320	\$	2,800,937	2,591,150	\$	209,788
3200 - Operations	177,344	\$	1,706,329	\$	1,603,783	1,683,341	\$	(79,558)
3300 - Bus Operators	1,069,807	\$	9,028,922	\$	8,867,242	8,802,475	\$	64,767
4100 - Fleet Maintenance	500,047	\$	4,354,238	\$	4,043,919	3,927,247	\$	116,672
9001 - Cobra Benefits	(223)	\$	(821)	\$	(821)	1,301	\$	(2,122)
9005 - Retired Employee Benefits	177,958	\$	1,214,016	\$	1,294,568	1,040,000	\$	254,568
9014 - Operating Grants		\$		\$			\$	
110020 - Operating Grants		\$		\$			\$	
1100 - New Flyer Paris Credit		\$		\$			\$	
Total Operating Expenses	2,818,563	\$	24,977,504	\$	23,549,020	23,271,542	\$	277,478

** does not include depreciation

Current Period Notes:

- 1) **Administration** is under budget due to a vacant funded position, as well as less than anticipated training and travel expenses in February 2011.
- 2) **Finance** is under budget due to less than anticipated insurance expenses in February 2011.
- 3) **Risk Management** is under budget due to fewer than budgeted claims settled in January 2011.
- 4) **Facilities Maintenance** is under budget due to a vacant funded position and employees on extended leaves, as well as less than anticipated repair-bldg & improvement in February 2011.
- 5) **Paratransit** is under budget due to a vacant funded position and extended leaves.
- 6) **Operations** is under budget due to vacant funded positions.
- 7) **Bus Operators** is under budget due to vacant funded positions and extended leaves.
- 8) **Fleet** is under budget due to a vacant funded position and lower than anticipated fuel costs in February 2011.
- 9) **Retired Employee Benefits** is over budget due to higher than anticipated Medical Insurance expenses (Medical Ins increased 17%, effective January 2011).

6-2-b2



FY11
Consolidated Operating Expenses
For the month ending - February 28, 2011

	Current Period				Year to Date				YTD Year Over Year Comparison				
		Budget	Actual	% Var	Budget	Actual	% Var	FY10	FY11	Actual	% Var		
	\$	\$	\$		\$	\$		\$	\$	\$			
LABOR													
501011 Bus Operator Pay	\$ 578,103	\$ 661,071	\$ 82,968	-13%	\$ 5,288,570	\$ 4,883,311	-8%	\$ 4,920,264	\$ 4,883,311	\$ 4,883,311	0%	\$ (36,953)	-1%
501013 Bus Operator Overtime	\$ 145,160	\$ 128,466	\$ 16,694	13%	\$ 1,027,727	\$ 1,061,285	3%	\$ 1,095,727	\$ 1,061,285	\$ 1,061,285	-3%	\$ (34,442)	-3%
501021 Other Salaries	\$ 518,943	\$ 533,453	\$ (14,509)	-3%	\$ 4,268,897	\$ 4,260,852	0%	\$ 4,223,311	\$ 4,260,852	\$ 4,260,852	1%	\$ 37,541	1%
501023 Other Overtime	\$ 19,872	\$ 29,757	\$ (9,884)	-33%	\$ 238,055	\$ 194,615	-18%	\$ 228,288	\$ 194,615	\$ 194,615	-15%	\$ (33,673)	-15%
Total Labor -	\$ 1,262,079	\$ 1,352,747	\$ (90,668)	-7%	\$ 10,823,249	\$ 10,400,063	-4%	\$ 10,467,589	\$ 10,400,063	\$ 10,467,589	0%	\$ (67,527)	-1%
FRINGE BENEFITS													
502011 Medicare/Soc. Sec.	\$ 17,767	\$ 20,731	\$ (2,964)	-14%	\$ 167,346	\$ 152,834	-9%	\$ 152,751	\$ 152,834	\$ 152,834	0%	\$ 83	0%
502021 Retirement	\$ 164,955	\$ 192,314	\$ (27,358)	-14%	\$ 1,550,613	\$ 1,437,593	-7%	\$ 1,446,193	\$ 1,437,593	\$ 1,446,193	-1%	\$ (8,600)	-1%
502031 Medical Insurance	\$ 523,570	\$ 422,332	\$ 101,238	24%	\$ 3,677,999	\$ 3,762,188	2%	\$ 3,373,898	\$ 3,762,188	\$ 3,762,188	12%	\$ 388,290	12%
502041 Dental Insurance	\$ 39,052	\$ 39,153	\$ (102)	0%	\$ 317,511	\$ 287,402	-9%	\$ 319,281	\$ 287,402	\$ 319,281	-10%	\$ (31,878)	-10%
502045 Vision Insurance	\$ 10,995	\$ 11,162	\$ (167)	-1%	\$ 90,325	\$ 88,240	-2%	\$ 89,533	\$ 88,240	\$ 89,533	-1%	\$ (1,293)	-1%
502051 Life Insurance	\$ 2,518	\$ 3,538	\$ (1,020)	-29%	\$ 29,212	\$ 26,961	-8%	\$ 28,646	\$ 26,961	\$ 28,646	-6%	\$ (1,685)	-6%
502060 State Disability	\$ 17,185	\$ 15,347	\$ 1,838	12%	\$ 123,716	\$ 131,481	6%	\$ 129,144	\$ 131,481	\$ 129,144	2%	\$ 2,337	2%
502061 Disability Insurance	\$ 10,536	\$ 18,784	\$ (8,248)	-44%	\$ 150,270	\$ 126,436	-16%	\$ 139,802	\$ 126,436	\$ 139,802	-10%	\$ (13,366)	-10%
502071 State Unemp. Ins	\$ 8,941	\$ 5,219	\$ 3,722	71%	\$ 46,349	\$ 76,933	66%	\$ 62,167	\$ 76,933	\$ 62,167	24%	\$ 14,766	24%
502081 Worker's Comp Ins	\$ 62,964	\$ 58,333	\$ 4,631	8%	\$ 466,666	\$ 587,569	26%	\$ 403,875	\$ 587,569	\$ 403,875	45%	\$ 183,694	45%
502083 Worker's Comp IBNR	\$ -	\$ -	\$ -	0%	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -	0%
502101 Holiday Pay	\$ 1,833	\$ 25,897	\$ (24,064)	-93%	\$ 286,785	\$ 250,293	-13%	\$ 256,840	\$ 250,293	\$ 256,840	-3%	\$ (6,547)	-3%
502103 Floating Holiday	\$ 472	\$ 5,798	\$ (5,327)	-92%	\$ 46,387	\$ 12,906	-72%	\$ 22,895	\$ 12,906	\$ 22,895	-44%	\$ (9,989)	-44%
502109 Sick Leave	\$ 47,549	\$ 65,915	\$ (18,366)	-28%	\$ 536,027	\$ 367,197	-31%	\$ 489,505	\$ 367,197	\$ 489,505	-25%	\$ (122,307)	-25%
502111 Annual Leave	\$ 101,397	\$ 120,695	\$ (19,299)	-16%	\$ 988,959	\$ 1,137,804	15%	\$ 1,187,665	\$ 1,137,804	\$ 1,187,665	4%	\$ (49,860)	-4%
502121 Other Paid Absence	\$ 16,802	\$ 10,291	\$ 6,511	63%	\$ 82,458	\$ 102,020	24%	\$ 99,068	\$ 102,020	\$ 99,068	3%	\$ 2,953	3%
502251 Physical Exams	\$ 900	\$ 1,142	\$ (242)	-21%	\$ 9,133	\$ 3,825	-58%	\$ 6,657	\$ 3,825	\$ 6,657	-43%	\$ (2,832)	-43%
502253 Driver Lic Renewal	\$ 108	\$ 378	\$ (270)	-71%	\$ 3,121	\$ 1,334	-57%	\$ 1,824	\$ 1,334	\$ 1,824	-27%	\$ (490)	-27%
502999 Other Fringe Benefits	\$ 4,909	\$ 4,894	\$ 15	0%	\$ 50,161	\$ 50,596	1%	\$ 48,733	\$ 50,596	\$ 48,733	4%	\$ 1,862	4%
Total Fringe Benefits -	\$ 1,032,451	\$ 1,021,921	\$ 10,530	1%	\$ 8,623,036	\$ 8,603,613	0%	\$ 8,258,477	\$ 8,603,613	\$ 8,258,477	4%	\$ 345,136	4%
Total Personnel Expenses -	\$ 2,294,530	\$ 2,374,668	\$ (80,138)	-3%	\$ 19,446,285	\$ 19,003,675	-2%	\$ 18,726,066	\$ 19,003,675	\$ 18,726,066	1%	\$ 277,610	1%

6-2.c1



FY11
Consolidated Operating Expenses
For the month ending - February 28, 2011

Year to Date

Current Period

YTD Year Over Year Comparison

	Current Period			Year to Date			YTD Year Over Year Comparison				
	\$	% Var	Notes	Actual	Budget	\$ Var	% Var	FY11	FY10	\$ Var	% Var
SERVICES											
503011 Acctg & Audit Fees	\$ -	0%		\$ 34,807	\$ 45,250	\$ (10,443)	-23%	\$ 34,807	\$ 78,129	\$ (43,322)	-55%
503012 Admin & Bank Fees	\$ 7,142	-28%		\$ 113,743	\$ 125,585	\$ (11,842)	-9%	\$ 113,743	\$ 101,548	\$ 12,195	12%
503031 Prof & Tech Fees	\$ 6,332	-61%	2	\$ 91,292	\$ 153,868	\$ (62,576)	-41%	\$ 91,292	\$ 93,510	\$ (2,218)	-2%
503032 Legislative Services	\$ 7,500	-13%		\$ 60,000	\$ 68,933	\$ (8,933)	-13%	\$ 60,000	\$ 60,000	\$ -	0%
503033 Legal Services	\$ -	-100%		\$ 863	\$ 36,667	\$ (35,804)	-98%	\$ 863	\$ 14,289	\$ (13,426)	-94%
503034 Pre-Employ Exams	\$ 180	-70%		\$ 4,867	\$ 16,667	\$ (11,800)	-71%	\$ 4,867	\$ 8,147	\$ (3,280)	-40%
503041 Temp Help	\$ 9,919	-8%		\$ 99,621	\$ 100,873	\$ (1,252)	-1%	\$ 99,621	\$ 169,357	\$ (69,736)	-41%
503161 Custodial Services	\$ 5,201	25%		\$ 45,184	\$ 33,333	\$ 11,851	36%	\$ 45,184	\$ 41,046	\$ 4,139	10%
503162 Uniform & Laundry	\$ 1,276	-54%		\$ 12,658	\$ 22,400	\$ (9,742)	-43%	\$ 12,658	\$ 13,644	\$ (986)	-7%
503171 Security Services	\$ 28,054	-10%		\$ 249,060	\$ 250,221	\$ (1,161)	0%	\$ 249,060	\$ 227,575	\$ 21,485	9%
503221 Classified/Legal Ads	\$ -	-100%		\$ 3,978	\$ 19,400	\$ (15,422)	-79%	\$ 3,978	\$ 7,291	\$ (3,313)	-45%
503222 Legal Advertising	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
503225 Graphic Services	\$ 333	-100%		\$ -	\$ 2,667	\$ (2,667)	-100%	\$ -	\$ -	\$ -	0%
503351 Repair - Bldg & Impr	\$ 2,139	-74%		\$ 48,634	\$ 66,667	\$ (18,033)	-27%	\$ 48,634	\$ 24,317	\$ 24,317	100%
503352 Repair - Equipment	\$ 38,887	-19%		\$ 344,959	\$ 404,360	\$ (59,401)	-15%	\$ 344,959	\$ 311,894	\$ 33,065	11%
503353 Repair - Rev Vehicle	\$ 24,025	-30%	3	\$ 261,188	\$ 273,333	\$ (12,145)	-4%	\$ 261,188	\$ 213,609	\$ 47,579	22%
503354 Repair - Non Rev Vehicle	\$ 1,895	-9%		\$ 10,235	\$ 16,667	\$ (6,432)	-39%	\$ 10,235	\$ 17,367	\$ (7,132)	-41%
503363 Haz Mat Disposal	\$ 2,804	-32%		\$ 27,690	\$ 33,000	\$ (5,310)	-16%	\$ 27,690	\$ 35,816	\$ (8,126)	-23%
Total Services -	\$ 135,354	-28%		\$ 1,405,297	\$ 1,658,090	\$ (252,794)	-15%	\$ 1,405,297	\$ 1,417,540	\$ (12,243)	-1%
MOBILE MATERIALS AND SUPPLIES											
504011 Fuels & Lube Non Rev Veh	\$ 5,078	-60%	4	\$ 39,120	\$ 100,733	\$ (61,613)	-61%	\$ 39,120	\$ 92,701	\$ (53,581)	-58%
504012 Fuels & Lube Rev Veh	\$ 158,298	-6%		\$ 1,299,755	\$ 1,385,934	\$ (86,179)	-6%	\$ 1,299,755	\$ 939,186	\$ 360,569	38%
504021 Tires & T Lubes	\$ 20,444	1%		\$ 131,492	\$ 162,000	\$ (30,508)	-19%	\$ 131,492	\$ 129,870	\$ 1,622	1%
504161 Other Mobile Supplies	\$ -	0%		\$ 38	\$ 5,000	\$ (4,963)	-99%	\$ 38	\$ 287	\$ (250)	-87%
504191 Rev Vehicle Parts	\$ 50,932	-2%		\$ 378,877	\$ 411,666	\$ (32,789)	-8%	\$ 378,877	\$ 340,056	\$ 38,822	11%
Total Mobile Materials & Supplies -	\$ 234,752	-7%		\$ 1,849,282	\$ 2,065,334	\$ (216,052)	-10%	\$ 1,849,282	\$ 1,502,100	\$ 347,182	23%

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FY11
Consolidated Operating Expenses
For the month ending - February 28, 2011

	Current Period				Year to Date				YTD Year Over Year Comparison				
	Budget	Actual	% Var	Notes	Budget	Actual	% Var		FY11	FY10	\$ Var	% Var	
	\$	\$	%		\$	\$	%		\$	\$	\$	%	
OTHER MATERIALS & SUPPLIES													
504205 Freight Out	698	208	235%		1,667	2,136	28%		2,136	1,050	1,086	104%	
504211 Postage & Mailing	2,076	1,700	22%		15,097	8,017	47%		8,017	8,245	(228)	-3%	
504214 Promotional Items	-	-	0%		-	-	0%		-	-	-	0%	
504215 Printing	-	5,441	-100%		61,727	28,892	53%		28,892	40,740	(11,848)	-29%	
504217 Photo Supply/Processing	15	467	-97%		4,033	186	95%		186	450	(264)	-59%	
504311 Office Supplies	7,873	7,185	10%		48,078	44,756	7%		44,756	38,646	6,110	16%	
504315 Safety Supplies	450	1,358	-67%		10,867	10,880	0%		10,880	7,699	3,181	41%	
504317 Cleaning Supplies	231	2,758	-92%		22,067	20,786	6%		20,786	23,522	(2,736)	-12%	
504409 Repair/Maint Supplies	2,375	3,333	-29%		26,667	21,554	19%		21,554	25,098	(3,544)	-14%	
504421 Non-Inventory Parts	1,538	3,783	-59%		30,267	9,445	69%		9,445	6,407	3,038	47%	
504511 Small Tools	-	725	-100%		5,800	2,201	62%		2,201	1,503	698	46%	
504515 Employee Tool Rplcmt	-	250	-100%		2,000	390	81%		390	990	(600)	-61%	
Total Other Materials & Supplies -	15,257	27,209	-44%	5	228,269	149,242	35%		149,242	154,349	(5,107)	-3%	
UTILITIES													
505011 Gas & Electric	17,648	18,750	-6%		150,000	153,478	2%		153,478	116,278	37,200	32%	
505021 Water & Garbage	9,955	12,500	-20%		100,000	83,176	17%		83,176	90,088	(6,912)	-8%	
505031 Telecommunications	13,266	14,083	-6%		116,899	72,876	38%		72,876	104,778	(31,902)	-30%	
Total Utilities -	40,869	45,333	-10%		366,899	309,530	16%		309,530	311,143	(1,614)	-1%	
CASUALTY & LIABILITY													
506011 Insurance - Property	8,487	9,583	-11%		76,667	61,780	19%		61,780	53,858	7,922	15%	
506015 Insurance - PL & PD	36,531	43,775	-17%		350,200	292,245	17%		292,245	304,807	(12,561)	-4%	
506021 Insurance - Other	-	-	0%		750	711	5%		711	711	-	0%	
506123 Settlement Costs	656	10,364	-94%		108,648	89,140	18%		89,140	24,072	65,069	270%	
506127 Repairs - Dist Prop	171	-	100%		-	(74,772)	100%		(74,772)	-	(74,772)	100%	
Total Casualty & Liability -	45,845	63,722	-28%	6	536,265	369,105	31%		369,105	383,447	(14,342)	-4%	
TAXES													
507051 Fuel Tax	956	1,167	-18%		9,333	8,793	6%		8,793	8,233	560	7%	
507201 Licenses & permits	1,151	1,708	-33%		14,917	8,418	44%		8,418	15,141	(6,723)	-44%	
507999 Other Taxes	1,222	-	100%		29,000	13,465	54%		13,465	16,018	(2,552)	-16%	
Total Taxes -	3,329	2,875	16%		53,250	30,676	42%		30,676	39,392	(8,715)	-22%	

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FY11
Consolidated Operating Expenses
For the month ending - February 28, 2011

	Current Period			Year to Date			YTD Year Over Year Comparison		
	Budget	% Var	Notes	Actual	Budget	% Var	FY11	FY10	\$ Var

PURCHASED TRANSPORTATION

503406 Contr/Paratrans	\$ 16,105	\$ 20,833	\$ (4,728)	-23%	7	\$ 115,253	\$ 166,667	\$ (51,414)	-31%	\$ 213,474	\$ 213,474	\$ (98,221)	-46%
Total Purchased Transportation -	\$ 16,105	\$ 20,833	\$ (4,728)	-23%		\$ 115,253	\$ 166,667	\$ (51,414)	-31%	\$ 213,474	\$ 213,474	\$ (98,221)	-46%

MISC

509011 Dues & Subscriptions	\$ 4,976	\$ 5,419	\$ (443)	-8%		\$ 43,553	\$ 44,349	\$ (796)	-2%	\$ 41,426	\$ 41,426	\$ 2,126	5%
509085 Advertising - Rev Product	-	-	-	0%		-	-	-	0%	-	-	-	0%
509101 Emp Incentive Prog	\$ 3,048	\$ 2,883	\$ 165	6%		\$ 7,449	\$ 22,967	\$ (15,518)	-68%	\$ 6,953	\$ 6,953	\$ 496	7%
509121 Employee Training	\$ 2,595	\$ 5,107	\$ (2,512)	-49%		\$ 14,251	\$ 35,145	\$ (20,894)	-59%	\$ 12,388	\$ 12,388	\$ 1,863	15%
509123 Travel	\$ 2,418	\$ 7,565	\$ (5,147)	-68%		\$ 23,470	\$ 56,520	\$ (33,050)	-58%	\$ 22,591	\$ 22,591	\$ 879	4%
509125 Local Meeting Exp	\$ 409	\$ 413	\$ (3)	-1%		\$ 3,300	\$ 3,300	\$ (1,038)	-31%	\$ 2,262	\$ 1,776	\$ 486	27%
509127 Board Director Fees	\$ 800	\$ 1,100	\$ (300)	-27%		\$ 4,350	\$ 8,800	\$ (4,450)	-51%	\$ 4,350	\$ 5,050	\$ (700)	-14%
509150 Contributions	-	-	-	0%		-	\$ 433	\$ (433)	-100%	-	\$ 1,980	\$ (1,980)	-100%
509197 Sales Tax Expense	-	\$ 54	\$ (54)	-100%		-	-	-	0%	-	-	-	0%
509198 Cash Over/Short	\$ (6)	\$ 42	\$ (47)	-113%		\$ 333	\$ 333	\$ (0)	0%	\$ 104	\$ 104	\$ 229	220%
Total Misc -	\$ 14,242	\$ 22,583	\$ (8,341)	-37%	8	\$ 95,668	\$ 171,847	\$ (76,179)	-44%	\$ 92,268	\$ 92,268	\$ 3,399	4%

LEASES & RENTALS

512011 Facility Rentals	\$ 17,493	\$ 17,416	\$ 76	0%		\$ 213,285	\$ 269,331	\$ (56,046)	-21%	\$ 213,285	\$ 423,010	\$ (209,726)	-50%
512061 Equipment Rentals	\$ 787	\$ 1,758	\$ (971)	-55%		\$ 8,008	\$ 15,267	\$ (7,259)	-48%	\$ 8,008	\$ 8,753	\$ (745)	-9%
Total Leases & Rentals -	\$ 18,280	\$ 19,175	\$ (895)	-5%		\$ 221,293	\$ 284,597	\$ (63,305)	-22%	\$ 221,293	\$ 431,764	\$ (210,471)	-49%

Total Non-Personnel Expenses -	\$ 524,033	\$ 642,927	\$ (118,894)	-18%		\$ 4,545,345	\$ 5,531,219	\$ (985,874)	-18%	\$ 4,545,345	\$ 4,545,477	\$ (132)	0%
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TOTAL OPERATING EXPENSE -	\$ 2,818,563	\$ 3,017,594	\$ (199,031)	-7%		\$ 23,549,020	\$ 24,977,504	\$ (1,428,484)	-6%	\$ 23,549,020	\$ 23,271,542	\$ 277,478	1%
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** does not include depreciation

Current Period Notes:

- 1) Total Personnel Expenses are below budget due to vacant funded positions and extended leaves.
- 2) Prof & Tech Fees are under budget due to cost cutting measures and straight lining of the budget.
- 3) ~~Rev Vehicle~~ - Rev Vehicle is under budget due to inability to anticipate when repair costs will be incurred and straight lining of the budget.
- 4) ~~Fuels & Lube Non Rev Veh~~ - Fuels & Lube Non Rev Veh is under budget due to efficiencies as a result of the September 2010 service cut.
- 5) ~~Other Materials & Supplies~~ - Other Materials & Supplies are under budget due to cost cutting measures in all departments.
- 6) ~~Casualty & Liability costs~~ - Casualty & Liability costs are under budget due to less than anticipated Insurance - PL & PD and settlement costs for the month.
- 7) ~~Contr/Paratrans~~ - Contr/Paratrans is under budget due to lowered than anticipated number of contracted rides for the month.
- 8) ~~Miscellaneous expenses~~ - Miscellaneous expenses are under budget due to cost cutting measures in all departments.



SANTA CRUZ **METRO**

FY2011
CAPITAL BUDGET
For the month ending - February 28, 2011

Grant-Funded Projects

	<u>YTD Actual</u>	<u>FY11 Budget</u>	<u>Remaining Budget</u>	<u>% Spent YTD</u>
MetroBase Maintenance Facility (5309) / (PTMISEA)	\$ 464,389	\$ 2,000,000	\$ 1,535,611	23%
Purchase Smartcard Farebox System (ARRA) (5311)	\$ 2,009,256	\$ 2,385,750	\$ 376,494	84%
Purchase of 425 Front Street (FTA) / (TCRP)	\$ 2,092,377	\$ 2,075,000	\$ (17,377)	101%
Purchase 27 ParaCruz Vehicles (ARRA)	\$ 793,512	\$ 1,750,000	\$ 956,488	45%
Transit Mgmt. Info. Technology (ARRA)	\$ 272,236	\$ 1,160,403	\$ 888,167	23%
Comprehensive Security & Surveillance Sys (OHS-1B)	\$ -	\$ 440,505	\$ 440,505	0%
Facilities Video Surveillance Project (OHS-1B)	\$ 108,137	\$ 185,000	\$ 76,863	58%
Fleet - Land Mobile Radio Project (OHS-1B)	\$ 53,154	\$ 195,000	\$ 141,846	27%
Trapeze Pass Interactive Voice Response System *	\$ 22,427	\$ 22,427	\$ -	100%
Subtotal Grant Funded Projects	\$ 5,815,488	\$ 10,214,085	\$ 4,398,597	57%

IT Projects

Replace Fleet & Facilities Maintenance Software	\$ 51,257	\$ 170,000	\$ 118,743	30%
HR Software Upgrade	\$ 116,773	\$ 250,000	\$ 133,227	47%
Trapeze Pass Customer Certification Software	\$ -	\$ 5,000	\$ 5,000	0%
Automated Purchasing System Software	\$ 44,022	\$ 84,000	\$ 39,978	52%
Subtotal IT Projects	\$ 212,052	\$ 509,000	\$ 296,948	42%

Facilities Repair & Improvements

MTC Lane Four Shelter Replacement	\$ -	\$ 75,000	\$ 75,000	0%
Repair, Reseal, Restripe (Sinkholes) - Operations	\$ -	\$ 4,000	\$ 4,000	0%
Subtotal Facilities Repairs & Improvements Projects	\$ -	\$ 79,000	\$ 79,000	0%



FY2011
CAPITAL BUDGET
For the month ending - February 28, 2011

	YTD Actual	FY11 Budget	Remaining Budget	% Spent YTD
Revenue Vehicle Replacement				
Highway 17 Buses (5) - VTA - (Measure A)	\$ 2,272,030	\$ 2,500,000	\$ 227,970	91%
Subtotal Revenue Vehicle Replacements	\$ 2,272,030	\$ 2,500,000	\$ 227,970	91%
<u>Non-Revenue Vehicle Replacement</u>				
NONE	\$ -	\$ -	\$ -	0%
Subtotal Non-Revenue Vehicle Replacements	\$ -	\$ -	\$ -	0%
<u>Maint Equipment</u>				
NONE	\$ -	\$ -	\$ -	0%
Subtotal Non-Revenue Vehicle Replacements	\$ -	\$ -	\$ -	0%
<u>Office Equipment</u>				
NONE	\$ -	\$ -	\$ -	0%
Subtotal Office Equipment	\$ -	\$ -	\$ -	0%
TOTAL CAPITAL PROJECTS	\$ 8,299,570	\$ 13,302,085	\$ 5,002,515	62%



**FY2011
CAPITAL BUDGET
For the month ending - February 28, 2011**

	<u>YTD Actual</u>	<u>FY11 Budget</u>	<u>Remaining Budget</u>	<u>% Spent YTD</u>
<u>CAPITAL FUNDING</u>				
Federal Capital Grants	\$ 4,503,190	\$ 7,483,854	\$ 2,980,664	60%
State - Measure A - (VTA)	\$ 2,272,030	\$ 2,500,000	\$ 227,970	91%
State - PTMISEA (1B)	\$ 464,389	\$ 891,938	\$ 427,549	52%
State Security Bond Funds (1B)	\$ 161,291	\$ 820,505	\$ 659,214	20%
State - CalTrans (Section 5311)	\$ -	\$ 267,464	\$ 267,464	0%
Traffic Congestion Relief Program - (TCRP)	\$ 584,450	\$ 617,333	\$ 32,883	95%
State Transit Assistance (STA) (Carryover)-Prior Yrs	\$ 314,220	\$ 684,860	\$ 370,640	46%
Local Operating Match	\$ -	\$ 36,130	\$ 36,130	0%
TOTAL CAPITAL FUNDING	\$ 8,299,570	\$ 13,302,084	\$ 5,002,514	62%

* Budget transfer from FY10 to FY11 for unspent funds on the Trapeze IVR project was approved at the 10/22 BOD meeting.

Attachment E

FY 11 BUDGET LINE ITEM TRANSFERS For the month ending - February 28, 2011

	ACCOUNT #	ACCOUNT TITLE	AMOUNT
TRANSFER # FY11-10			
TRANSFER FROM:	504012-3100	Fuel & Lube Rev Veh	\$ (6,500)
TRANSFER TO:	504311-3100	Office Supplies	\$ 6,500
REASON:	Payment for PRI digital telephone device.		

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

NOTICE OF ACTION TAKEN IN CLOSED SESSION MEMORANDUM

DATE: April 22, 2011

TO: Board of Directors

FROM: Margaret Gallagher, District Counsel

SUBJECT: Notification Of Actions Taken In Closed Session Regarding The Following Matter:

Settlement with Nesly Pacheco in Existing Litigation:
Nesly Pacheco v. Santa Cruz METRO; Case No. CV 169031

1. Settlement with Nesly Pacheco

On January 14, 2011, in closed session you authorized METRO'S District Counsel to settle the claim and pending litigation matter of Nesly Pacheco in the amount of Twenty-two thousand five-hundred dollars (\$22,500.00), for an accident that occurred on February 22, 2010, in Watsonville, California. The following Directors authorized the settlement: Directors Bryant, Bustichi, Dodge, Graves, Hagen, Hinkle, Leopold, Neighbors, Pirie, and Robinson. Director Stone was absent. Pursuant to this direction, a fully executed release was received from this claimant and a District warrant was issued in the sum of \$22,500.00 to Ms. Pacheco and her attorney.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 22, 2011

TO: Board of Directors

FROM: Angela Aitken, Finance Manager & Acting Assistant General Manager

**SUBJECT: SANTA CRUZ METRO SYSTEM RIDERSHIP REPORT FOR
FEBRUARY 2011**

I. RECOMMENDED ACTION

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

II. SUMMARY OF ISSUES

- Total ridership for the month of February 2011 was 517,897, which is a decrease of 1,259 riders or 0.24% versus February 2010. System Daily Averages for February include:
 - 21,836 riders per Weekday, a loss of 0.64% (141 riders)
 - 11,065 riders per Saturday, a gain of 0.08% (9 riders)
 - 9,230 riders per Sunday, a gain of 4.33% (383 riders)
- Highway 17 Express ridership for the month of February 2011 was 25,562, which is a increase of 1,867 riders, or 7.88%, from February 2010. Daily averages include:
 - 1,031 riders per Weekday, a gain of 4.79% (47 riders)
 - 603 riders per Saturday, a gain of 21.02% (105 riders)
 - 632 riders per Sunday, a gain of 25.02% (127 riders)
- UCSC students and staff/faculty generated 266,996 rides in February 2011, a gain of 0.27%. Revenue generated from UCSC was \$341,238.60, a 2.96% increase from February 2010.
- Overall system wide ridership remains steady with a slight YTD decrease of 0.70% despite a recent 10% reduction in service implemented in September 2010.

III. DISCUSSION

In the twenty (20) weekdays, four (4) Saturdays, and four (4) Sundays of February 2011, Santa Cruz METRO's total ridership was 517,897 riders. This was a slight loss from the previous year, decreasing by 1,259 riders or 0.24%. The flat line in ridership growth is actually a positive sign considering that transit service available to the public has been reduced by 10% effective September 2010. Currently, FY11 YTD ridership is 3,127,362, which is slightly down 0.70% from FY10.

Attachment A shows that during February 2011, Santa Cruz METRO averaged 21,836 riders per Weekday. This was a small loss from the previous February of 0.64% which is most likely due to steady high unemployment, holidays, schools resuming classes, and 10% less service available for the public. Weekends experienced gains of 0.08% and 4.33% on Saturdays and Sundays respectively possibly due to fair weather conditions, and high gasoline prices.

Attachment A also shows Highway 17 Express total ridership at 25,562 riders. This was a gain from the previous year, increasing by 1,867 riders or simply 7.88%. Ridership on Highway 17 Express has begun to rebound since the fares were raised nearly 25% in June of 2010.

FY11 average weekday ridership on the Highway 17 Express was 1,031 riders per weekday, a 4.79% increase from 984 riders per weekday in FY10. Simultaneously Highway 17 Express has seen spikes of 21.02% in riders on Saturdays and 25.02% in riders on Sundays. These variations in ridership could be due to rapidly rising gasoline prices as well as weekend travel demands from UCSC students.

Attachment B shows UCSC ridership continues to grow at a steady rate every month. In February 2011, UCSC generated 266,996 rides between students and staff/faculty. This accounts for over half of Santa Cruz METRO's total ridership count. During school term days, UCSC ridership was 11,361 per "School Term" day, a gain of 3.58%. All Weekdays saw a decrease of 0.36%, while Weekends saw a gain of 4.36% in ridership. Total revenue derived from UCSC in February 2011 was \$341,238.60, a 2.96% increase from February 2010.

Attachment C depicts Weekday, Saturday, and Sunday ridership by route. Many of Santa Cruz METRO's main-lines service are well ridden while overall ridership remains flat. February is generally a very good month for representing the demand for transit service, as most schools are back in session and commuters generally have normal travel patterns. Overall, system wide ridership remains fairly steady with a small YTD decrease of 0.70% despite a recent 10% service cut which was implemented in September 2010.

IV. FINANCIAL CONSIDERATIONS.

Revenue derived from passenger fares and passes is reflected in the FY11 Revenue.

V. ATTACHMENTS

Attachment A: Monthly Ridership Summary

Attachment B: UCSC Ridership Summary

Attachment C: Ridership by Route

Prepared by: Erich Friedrich, Jr. Transportation Planner.
Date Prepared: April 13, 2011

Monthly Ridership Summary

FEBRUARY 01, 2011 - FEBRUARY 28, 2011

Calendar Operating Days

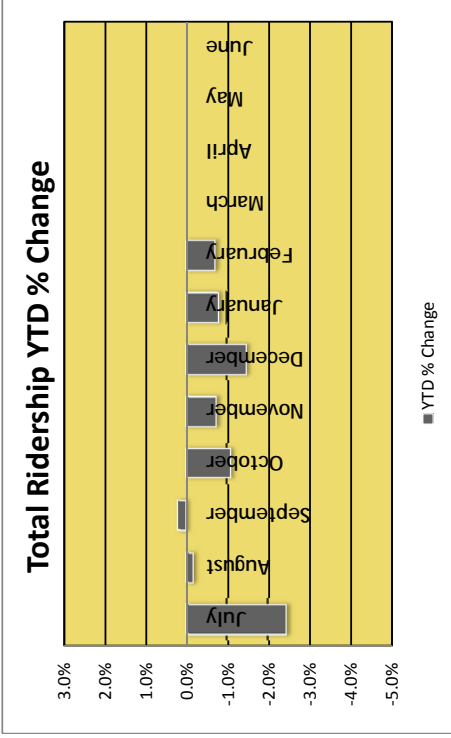
	This Year	Last Year
Weekdays	20	20
Saturdays	4	4
Sundays	4	4

Monthly System Totals

	Monthly Totals			Year to Date Totals			
	This Year	Last Year	Difference	This Year	Last Year	Difference	% Change
Local Fixed Route	492,335	495,461	-3,126	3,472,741	3,473,756	-1,015	-0.03%
AMTRAK/Highway 17 Express	25,562	23,695	1,867	172,518	197,354	-24,836	-12.58%
System Total	517,897	519,156	-1,259	3,645,259	3,671,110	-25,851	-0.70%

System Daily Averages

	Weekdays			Saturday			Sunday			
	This Year	Last Year	Difference	This Year	Last Year	Difference	This Year	Last Year	Difference	% Change
Local Fixed Route	20,805	20,993	-189	10,462	10,557	-96	8,598	8,341	257	3.08%
AMTRAK/Highway 17 Express	1,031	984	47	603	498	105	632	506	127	25.02%
System Total	21,836	21,977	-141	11,065	11,056	9	9,230	8,846	383	4.33%



UCSC Ridership Summary

FEBRUARY 01, 2011 - FEBRUARY 28, 2011

Calendar Operating Days

	This Year	Last Year
School Term Days	19	19
Weekdays	20	20
Weekend Days	8	8

UCSC Revenue

	This Year	Last Year	\$ Difference	% Change
Student Billing	\$313,776.65	\$302,031.88	\$11,744.77	3.89%
Staff Billing	\$15,162.22	\$15,521.39	-\$359.17	-2.31%
Night Owl Service	\$9,740.18	\$9,450.70	\$289.48	3.06%
Route 20D Service	\$2,559.55	\$0.00	\$2,559.55	N/A
Total	\$341,238.60	\$331,431.83	\$9,806.77	2.96%

UCSC Monthly System Totals

	Monthly Totals			Year to Date Totals				
	This Year	Last Year	Difference	% Change	This Year	Last Year	Difference	% Change
Students	254,689	253,307	1,382	0.55%	1,430,456	1,390,466	39,990	2.88%
Staff & Faculty	12,307	12,978	-671	-5.17%	98,029	97,647	382	0.39%
Total	266,996	266,285	711	0.27%	1,528,485	1,488,113	40,372	2.71%

UCSC System Daily Averages

	School Term Days			Weekdays			Weekend Days					
	This Year	Last Year	Difference	% Change	This Year	Last Year	Difference	% Change	This Year	Last Year	Difference	% Change
Students	11,361	10,937	424	3.87%	10,950	10,954	-5	-0.04%	4,462	4,278	184	4.31%
Staff & Faculty	579	590	-12	-1.95%	557	594	-37	-6.19%	145	137	8	5.94%
Total	11,939	11,527	412	3.58%	11,507	11,548	-41	-0.36%	4,607	4,415	192	4.36%

Attachment B

Attachment C

Ridership by Route

FEBRUARY 01, 2011 - FEBRUARY 28, 2011								
Route	Corridor	Weekday Ridership	Weekday Average	Saturday Ridership	Saturday Average	Sunday Ridership	Sunday Average	Monthly Ridership
10	UCSC via High St.	28,919	1,446	2,053	513	1,753	438	32,725
13	UCSC via Walnut	13,209	660					13,209
15	UCSC via Laurel West	48,245	2,412					48,245
16	UCSC via Laurel East	83,281	4,164	12,304	3,076	9,786	2,447	105,371
16N	UCSC Night Owl - Laurel East	1,415	71	1,145	286	899	225	3,459
19	UCSC via Lower Bay	24,793	1,240	2,453	613	2,083	521	29,329
19N	UCSC Night Owl - Lower Bay			748	187	899	225	1,647
3	Mission/Beach	2,698	135					2,698
4	Harvey West/Emeline	4,247	212					4,247
8	Emeline	122	6					122
12A	UCSC East Side District	1,110	56					1,110
20	UCSC via West Side	19,398	970	2,371	593	1,788	447	23,557
20D	UCSC via West Side Supp.	10,063	503					10,063
30	Gramhill/Scotts Valley	743	37					743
33	Lompico SLV/Felton Faire	377	19					377
34	South Felton	117	6					117
35/35A	Santa Cruz/Scotts Valley/SLV	28,886	1,444	3,797	949	3,152	788	35,835
40	Davenport/North Coast	1,111	56	82	21	86	22	1,279
41	Bonny Doon	1,612	81	38	10	39	10	1,689
42	Davenport/Bonny Doon	193	10	110	28	145	36	448
54	Capitola/Aptos/La Selva Beach	203	10	89	22	69	17	361
55	Rio Del Mar	3,862	193					3,862
56	La Selva Beach	492	25					492
66	Live Oak via 17th	11,046	552	1,890	473	1,630	408	14,566
68	Like Oak via Broadway/Portola	6,980	349	1,096	274	965	241	9,041
69	Capitola Road	7,539	377	78	20	23	6	7,640
69A	Cap. Road/Cabrillo/Watsonville	16,554	828	2,792	698	2,782	696	22,128
69N	Capitola Road/Cabrillo Night	2,421	121					2,421
69W	Capitola Road/Watsonville	21,441	1,072	2,830	708	6,468	1,617	30,739
71	Santa Cruz to Watsonville	58,935	2,947	7,048	1,762	924	231	66,907
72	Corralitos	3,260	163					3,260
74	Ohlone Parkway/Rolling Hills	2,213	111					2,213
75	Green Valley Road	4,629	231	922	231	899	225	6,450
79	East Lake	1,681	84					1,681
91x	Santa Cruz/Watsonville Express	4,304	215					4,304
Hwy 17	AMTRAK/Hwy 17 Express	20,622	1,031	2,412	603	2,528	632	25,562
Monthly Total		436,721	21,836	44,258	11,065	36,918	9,230	517,897
Previous Year		439,549	21,977	44,222	11,056	35,385	8,846	519,156
% Change		-0.64%	-0.64%	0.08%	0.08%	4.33%	4.33%	-0.24%

6-4.c1

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 22, 2011
TO: Board of Directors
FROM: Angela Aitken, Finance Manager & Acting Assistant General Manager
SUBJECT: STATUS REPORT OF ACTIVE GRANTS AND SUBMITTED GRANT PROPOSALS FOR APRIL 2011

I. RECOMMENDED ACTION

This report is for informational purposes only. Active grants and grant proposals are current as of April 12, 2011. No action is required.

II. SUMMARY OF ISSUES

- Santa Cruz METRO relies upon grant funding from other agencies for more than 25% of its FY11 operating revenue and over 95% of its FY11 capital funding.
- A list of Santa Cruz METRO's active grants (Attachment A) and a list of grant proposals for new funds (Attachment B) are provided monthly in order to apprise the Board of the status of grants funding.
- Santa Cruz METRO has active grant awards totaling \$37,537,287.
- Items in **bold** on Attachments A and B depict changes from last month's report.
- Santa Cruz METRO staff is supporting AMBAG in a discretionary grant-funded project to develop a sustainable communities strategy.

III. DISCUSSION

Santa Cruz METRO relies upon grants from a number of other entities throughout the year for more than 25% of its FY11 operating revenue and over 95% of its FY11 capital funding. Programs such as the Transportation Development Act (TDA) and the Federal Transit Administration (FTA) urbanized area program annually allocate funds by formula while others such as the Monterey Bay Unified Air Pollution Control District's AB2766 Motor Vehicle Emissions Reduction Program and the California Department of Transportation (Caltrans) discretionary planning grants are competitively awarded based on merit. Santa Cruz METRO relies on both formula and discretionary grant revenue to support its operating and capital budgets.

This staff report is to apprise the Board of Directors of active grants funding current projects and proposed grants for new projects and ongoing operating costs. **Attachment A** lists all of Santa Cruz METRO's active grants with the award amount, the remaining balance and the status of the projects funded by the grant. **Attachment B** lists Santa Cruz METRO's open grant applications

with a brief description, source and status of proposed funds. Items in **bold** on Attachments A and B depict changes from last month's report.

IV. FINANCIAL CONSIDERATIONS

Active grant awards for operating and capital projects total \$37,537,287 with an unspent balance of \$14,008,335. Current grant applications request \$10,186,627 for operating and capital projects.

Santa Cruz METRO staff will work with AMBAG on a discretionary grant-funded project to develop a sustainable communities strategy. Santa Cruz METRO will receive a \$9,560 sub-award for staff salaries to support planning on the joint project.

V. ATTACHMENTS

Attachment A: Santa Cruz METRO Active Grants Status Report as of April 12, 2011

Attachment B: Santa Cruz METRO Grant Applications as of April 12, 2011

Staff Report prepared by Tove Beatty and Thomas Hiltner, Grants/Legislative Analysts

Date Prepared: April 12, 2011

Attachment A

Santa Cruz METRO Active Grants as of April 12, 2011

#	Grant	Description	\$ Grant Awarded	\$ Grant Balance	Funding Source	Grant Status
1	Smartcard Farebox; ParaCruz Vans; IT Upgrades; Operating Assistance	Upgrade dispatch, scheduling and customer information software; purchase 27 replacement paratransit vans; purchase new fareboxes with magnetic card readers; operating assistance.	\$ 4,909,939	\$ 2,499,322	Federal Transit Administration (FTA) 5307 American Recovery and Reinvestment Act (ARRA) funds	Project funding from ARRA through FTA urbanized area formula program. Santa Cruz METRO has received and installed fareboxes; is installing ticket vending machines; has accepted paratransit vans and expects to complete the Giro/Hastus roll-out by early 2012.
2	Smartcard Farebox	Purchase new fareboxes with magnetic card readers.	\$ 267,464	\$ 267,464	California Department of Transportation (Caltrans 5311) ARRA funds	Project funding through Caltrans (FTA 5311) rural operating assistance program contributes to Smartcard farebox procurement. Santa Cruz METRO awarded contract to GFI for new fareboxes on 6/15/10. Grant to be closed by 3/31/11 and final report filed by 6/1/11.
3	Smartcard Farebox	Purchase new fareboxes with magnetic card readers.	\$ 475,000	\$ 75,859	FTA 5309 Bus and Bus Facilities Program	Fareboxes installed, this grant will be closed-out with the final contract expenditure.
4	Bus Stop Improvements	Improve bus stops in Santa Cruz METRO service area	\$ 500,000	\$ 500,000	Caltrans from State Transportation Improvement Program (STIP)	Bus stop IFB #1 released 4/4/11 for Pacific Station Lane 4 construction; IFB for supplies to be released by 4/11/11.
5	CT Transit Planning-- Watsonville	18-month transit planning study of Watsonville service as subrecipient of MPO (AMBAG).	\$ 100,000	\$ 100,000	Caltrans (FTA 5304)	Planning Study kicked-off on 3/30/11; survey tool developed; surveys to begin 4/18/11.
6	FY11 AB2766	For second CNG storage tank at Bus Fueling and Service facility.	\$ 200,000	\$ 200,000	AB2766 Monterey Bay Unified Air Pollution Control District (Air District) AB 2766 Motor Vehicle Emissions	Project kicked-off 3/8/11. Schedule is revised. To be completed by 4/30/12.
7	FY10 Discretionary Bus/Facilities Program	Proposal for 12 new CNG buses from FTA discretionary grant program.	\$ 4,830,600	\$ 4,830,600	FTA 5309 Bus & Bus Facilities/State of Good Repair Program	Received Notice of Award on 10/4/11; grant application completed, DOL approval received, waiting for notice of approved application.
8	Prop 84 Challenge Grant	Discretionary grant proposals for planning/zoning of unincorporated areas (Live Oak, Soquel Dr. corridor) w/ County of Santa Cruz; and sustainable growth communities grant w/ AMBAG. All need METRO as a partner.	\$ 10,000	\$ 10,000	Funding from Proposition 84 Planning Grants from the State of California Strategic Growth Council.	County received \$500K for Prop. 84 Sustainable Communities Planning Grant Program for a project entitled "The Santa Cruz County Sustainable Community and Transit Corridors Plan" on December 6, 2010. Waiting for notification of sub-award and scope of work.
9	Dispatch, Surveillance, Radio	Replace dispatch console, install video surveillance and upgrade the fleet mobile radio system (LMR).	\$ 440,505	\$ 7,610	FY08 California Transit Security Grant Program (CTSGP) funds from California Emergency Management Agency (Cal EMA)	Dispatch console purchased. Board approved \$164,000 contract award to Ojo for video surveillance project on 12/17/10 and \$530,000 contract with Day Wireless for fleet mobile radio upgrade on 1/28. \$ Grant Balance as of 4/8/11. Grant expires 6/30/11.
10	Comprehensive Security & Surveillance	Continue video surveillance and LMR upgrade.	\$ 440,505	\$ 26,375	FY09 CTSGP funds from Cal EMA	Dispatch console purchased. Board approved \$164,000 contract award to Ojo for video surveillance project on 12/17/10 and \$530,000 contract with Day Wireless for fleet mobile radio upgrade on 1/28. \$ Grant Balance as of 4/8/11. Expires 3/31/12.
11	Comprehensive Security & Surveillance	Continue video surveillance, LMR upgrade and install emergency generator.	\$ 440,505	\$ 440,505	FY10 CTSGP funds from Cal EMA	Cal-EMA paid \$440,505 grant advance on 3/28/11. \$ Grant Balance as of 4/8/11. Expires 3/31/13.

Attachment A

Santa Cruz METRO Active Grants as of April 12, 2011

#	Grant	Description	\$ Grant Awarded	\$ Grant Balance	Funding Source	Grant Status
12	FY11 Operating Assistance	FY11 Transportation Development Act (TDA) revenue for public transit operations.	\$ 5,001,737	\$ 2,531,671	County Auditor Controller through Santa Cruz County Regional Transportation Commission (SCCRTC)	SCSCCRTC's FY11 Budget amendment shows TDA revenue collection approximately 5% above projections. SCCRTC will consider increasing the TDA reserve account or making additional distributions to recipients after 7/1/11. Santa Cruz METRO has received total FY11 allocations of \$5,001,737. Grant funds are paid quarterly.
13	FY10 Operating Assistance	Operating Assistance	\$ 4,898,314	\$ -	FTA 5307 urbanized area formula funds and Small Transit Intensive Cities (STIC) funds for Operating.	FY10 transit operations completed 6/30/10. On 3/3/11 FTA approved a budget revision and METRO drew down the funds. METRO will request grant close out with the next quarterly progress report in April.
14	FY10 Rural Operating Assistance	Operating assistance for public transit service in rural areas of Santa Cruz County.	\$ 156,618	\$ -	Caltrans (FTA 5311)	Caltrans paid reimbursement on 3/28/11. This grant is closed and will not appear on next month's grant status report.
15	FY09 Operating/MetroBase const.	Operating Assistance and MetroBase construction funding.	\$ 4,753,504	\$ 1,108,062	FTA 5307 urbanized area formula funds and Small Transit Intensive Cities (STIC) funds for MetroBase	FY09 transit operations were completed 6/30/09. MetroBase construction funds to be drawn down after State funds expended. No expiration.
16	MetroBase Development	MetroBase design, and construction. As of 9/15/10, funding from multiple years is reported within this single project rather than separately.	\$ 6,884,929	\$ 490,352	FY08, 09 funds from Prop. 1B Public Transportation Modernization and Service Enhancement Account (PTMISEA) through Caltrans	FY08, FY09 PTMISEA funds are being spent on MetroBase development. Santa Cruz METRO will not receive its FY10 allocation until the next bond sale (summer 2011?). \$ Grant balance as of 1/31/11.
17	Pacific Station Land	Purchase land for Pacific Station (Metro Center) renovation.	\$ 884,000	\$ 0	California Department of Transportation (Caltrans) Traffic Congestion Relief Program.	Santa Cruz METRO purchased 425 Front Street 12/20/10 and submitted a reimbursement request for remaining grant funds on 1/26/11. \$ Grant balance as of 1/26/11. Caltrans has not yet reimbursed Santa Cruz METRO.
18	Pacific Station Land	Purchase Greyhound property for Pacific Station (Metro Center) renovation	\$ 1,457,667	\$ 34,474	FY05 FTA 5309 Bus and Bus Facilities program - legislative earmark.	Environmental remediation and lot repaving at 425 Front Street is complete except for lot sealant. Renovation is complete inside Metro Center except for punch-list items. \$ Grant balance as of 4/8/11.
19	Pacific Station Design Engineering	Contract architectural and engineering services for Pacific Station expansion and renovation	\$ 396,000	\$ 396,000	FY06 FTA 5309 Bus and Bus Facilities program - legislative earmark.	On hold pending Greyhound property decontamination and recovery of the real estate market. No expiration.
20	Pacific Station Design Engineering	Contract architectural and engineering services for Pacific Station expansion and renovation	\$ 490,000	\$ 490,000	FY08 FTA 5309 Bus and Bus Facilities program - legislative earmark.	On hold pending Greyhound property decontamination and recovery of the real estate market. No expiration.
Total \$			37,537,287	\$ 14,008,335		

Attachment B

Santa Cruz METRO Grant Applications as of April 12, 2011

#	Application Date	Grant	Description	\$ Grant	Funding Source	Status of Award
1	3/30/2011	Caltrans CBTP Grant	Discretionary grant sub-award.	\$ 94,750	State of California	Developing proposal with County for sustainability along major transit corridors which dovetails with their planning efforts for transit oriented development in unincorporated areas.
2	3/30/2011	Caltrans Small Urban Transit Planning Grant	Discretionary grant.	\$ 15,000	State of California	Developing proposal with SCCRTC for Small Urban Transit Planning study to inform the next RTP update.
3	5/1/2010	Sustainable Communities Planning Grant	Discretionary grant sub-award.	\$ 9,560	AMBAG sub-award.	Participating in development of Sustainable Communities Strategies June-Dec 2011.
4	3/15/2011	FY11 Rural Operating Assistance	Operating assistance for public transit service in rural areas of Santa Cruz County.	\$ 156,312	Caltrans (FTA 5311)	Application submitted 1/26/11.
5	3/15/2011	FY11 Transit Security Project	Santa Cruz METRO security fencing and video surveillance projects	\$ 440,505	FY11 CTISGP funds from Cal EMA	Application submitted 3/11/11. Funds will expire 3/31/14.
6	6/1/2011	FY11 PTMISEA	FY11 Public Transportation Modernization Improvement and Service Enhancement Activity (PTMISEA) funding for the MetroBase Operations Building.	TBD	FY11 PTMISEA funds from Caltrans Division of Mass Transit	Due to suspension of the spring bond sale, Caltrans postponed submission of the FY11 allocation requests until 6/1/11. FY11 allocation to Santa Cruz METRO is estimated at \$11,010,047.
7	4/1/2011	FY12 TDA Operating Assistance	FY12 Transportation Development Act (TDA) revenue for public transit operations.	\$ 5,244,963	SCCRTC	Santa Cruz METRO submitted the TDA/STA Claim 3/31/11 for SCCRTC consideration at their 5/5/11 meeting. The FY12 TDA allocation is \$243,226 above the FY11 allocation.
8	4/1/2011	FY12 STA Funds	FY12 State Transit Assistance (STA) revenue for public transit.	\$ 2,311,643	SCCRTC	Santa Cruz METRO submitted the TDA/STA Claim 3/31/11 for SCCRTC consideration at their 5/5/11 meeting. FY12 STA funding is \$489,907 less than FY11 due to a reduced statewide appropriation in the Governor's proposed budget. Receiving STA funds depends upon the FY12 CA Budget which has not yet passed.
9	6/30/2011	FY11 FTA Operating Assistance	Operating Assistance	\$ 2,008,644	FTA FY11 5307 urbanized area formula funds including the Small Transit Intensive Cities (STIC) allocation.	FY11 transit operations 7/1/10- 6/30/11. STIC funds to be used for operations. Congress has appropriated only 5/12s (42.47%) of funding with continuing resolutions through 3/4/11. FY11 FTA operating assistance will be funded at the FY10 level for the entire year until the FY11 budget is enacted.
Total				\$ 10,186,627		

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 22, 2011
TO: Board of Directors
FROM: Angela Aitken, Finance Manager & Acting Assistant General Manager
SUBJECT: STATUS REPORTS OF PROPOSED FEDERAL AND STATE LEGISLATION AND CURRENT LEGISLATIVE ISSUES

I. RECOMMENDED ACTION

That the Board of Directors accept and file the status reports of proposed Federal and State legislation and current legislative issues through April 13, 2011.

II. SUMMARY OF ISSUES

- Status reports on Federal House of Representatives' and Senate's proposed legislation and related issues are provided monthly to inform the Board of the status of legislation of interest to Santa Cruz METRO.
- This month's Federal report reflects pertinent legislative activities which occurred March 22, 2011 – April 13, 2011. During Congress' most recent session, the seventh Continuing Resolution (CR) was passed to extend government funding through April 15, 2011 in order to avoid a government shutdown.
- A vote is scheduled on the FY11 federal budget on April 13th, the date this report was prepared. The FY11 budget contains \$28.5 billion in cuts.
- The discussion of the FY12 federal budget began with the introduction of the House Budget Committee's proposal from Chair Paul Ryan (R-WI) and the President's response, delivered on the day this report was prepared. This is the beginning of a long battle over the FY12 budget.
- Status reports on the State Assembly's and Senate's legislative issues are provided monthly to inform the Board of the status of State legislation of interest to Santa Cruz METRO.
- This month's reports include updates on relevant legislative issues and reports on pertinent legislation in the 112th Congress and California State Legislature, who are now in the process of addressing the Governor's proposed budget following an abandonment of negotiations with holdout Republicans on March 29th.

III. DISCUSSION

Santa Cruz METRO staff monitors and responds to Federal and State pending legislation on an ongoing basis. The purpose of this report is to inform the Board of Directors of the current status

of pending legislation which may be of interest to or have an eventual impact on Santa Cruz METRO and/or the transit industry. The Federal and State Legislation Status Reports are updated monthly for this purpose.

A one-week Continuing Resolution, the seventh this fiscal year, was passed on April 8th in order to prevent a government shutdown. A vote on the FY11 proposed budget, which includes a negotiated \$38.5 billion in cuts, was expected on the evening of April 13th. The proposed FY11 budget includes an 18% reduction from FY10 in discretionary budget authority to Transportation, Housing and Urban Development. This includes the complete elimination of FY11 high-speed rail funding, a rescission of the \$400 million in funding that the state of Florida had recently refused, massive reductions to discretionary grant programs such as TIGGER, a big hit to the New Starts program, and several other smaller cuts.

Up next is the FY12 federal budget and the battle lines were drawn in early April when Rep. Paul Ryan (R-WI), chair of the House Budget Committee, released his “Path to Prosperity” plan, which eviscerates transportation funding, reduces overall government spending by 20% and keeps spending at FY08 levels for five years. In addition, there are many controversial elements to this plan, not the least of which is a serious de-funding of Medicare and Medicaid over the next several years. Transportation funding would be limited to the balance in the Highway Trust Fund, or about \$250 billion over six years. By contrast, the President’s proposal contains a recommendation for \$556 billion in transportation funding, almost twice as much, over the same time period.

The President offered his response to the Ryan proposal on April 13th and included various elements previously proposed by the bipartisan deficit reduction commission, such as raising taxes on the richest Americans and reforms to some entitlement programs (to streamline them for greater effectiveness). More details are expected to emerge over the coming month and will be included, as relevant, in next month’s report.

Santa Cruz METRO staff attended the American Public Transportation Association’s (APTA) legislative conference in Washington D.C. in March, where the new long-term surface transportation act was the main topic of discussion. Rep. John Mica (R-FL), chair and long-time member of the House Committee on Transportation and Infrastructure, reported back from the national field hearings held on the bill. His goal is to have a bill ready by Memorial Day (as is Senator Boxer’s plan in the Senate) and on the President’s desk by the August Congressional recess. Secretary LaHood presented the Administration’s priorities at the APTA conference, but neither Mica nor LaHood was willing to discuss financing their proposals, other than to say that they were looking at “innovative financing” such as public-private partnerships, loan programs, well-leveraged investments, and a national infrastructure bank. Other than Senator Boxer, no one was willing to discuss a hike in the gas tax as a financing means, saying that the White House will not discuss this while Americans are paying \$4/gallon at the pump.

Staff and Board members met with California legislators while in Washington, including Representative Farr, Senator Boxer, Senator Feinstein’s office, pertinent committee staff and various FTA officials to present Santa Cruz METRO’s legislative agenda, in particular to

preserve the Small Transit Intensive Cities (STIC) program in the new act, which brings about \$1.1 million to Santa Cruz METRO annually. Everyone we spoke with agreed that the STIC program was probably not in jeopardy (as its funding is included in another program and is *not in addition to* existing funding), but that Santa Cruz METRO staff should contact other affected agencies and have them write letters to their legislators in regard to preserving STIC. An informational e-mail was sent to most STIC-receiving transit agencies on April 11th.

Finally, on April 6th, HR1380, the New Alternatives To Give Americans Solutions (NAT GAS) Act was introduced in the House by Rep Sullivan (R-OK). The bill contains, among other things, the tax credit for alternative fuel use in fleet vehicles and extends it to 2016. Staff will continue to monitor this bill. Please see Attachments A and B for other relevant information regarding Federal legislative issues and activity.

After Governor Brown's budget was presented in January, there has been a flurry of activity in Sacramento, capped off for transit by the re-enactment of the "gas tax swap" by the passage of AB105 with a two-thirds vote as required by Proposition 26. Transit agencies were in the unique position of supporting the Governor's budget in regard to the re-enactment of the gas tax swap and the preservation of the STA program. On the flip side, the Governor's plan to put tax measures on the June ballot hit a serious snag on March 29th, when he found himself short four Republican votes needed to get a measure out to the voters. Staff joined the California Transit Association (CTA) on March 30th to visit State legislators, many of whom were disappointed by the events of the previous evening.

Assembly Speaker John Perez (D) is pursuing a 2/3rds vote in the Legislature as a way to force the ballot measures. Though Governor Brown has said that he will not go ahead with an extension of taxes without the issue going to the voters, Perez continues to pursue the four votes needed to save the existing plan. If there are no measures on the June ballot, it means that legislators will be forced to make an additional \$15 billion in budget cuts. According to Assemblymember Monning, who we visited with on March 30th, Californians have no idea how bad it will get if this happens. Staff also spoke to legislators about the possibility of a summer bond sale to finance PTMISEA allocations (the Operations Building project), but everything hinges on getting a state budget in place.

Because the state budget is the current priority of the CTA and Santa Cruz METRO, and state legislation has just been introduced at the beginning of the current two-year session, there are three bills of interest identified by CTA and presented for review in Attachment D. Much has yet to be determined and per CTA sources, many current bills on the docket are "place-holders" and subject to frequent change as they continue to be discussed and drafted.

IV. FINANCIAL CONSIDERATIONS

As most potential legislation carries a fiscal impact, staff will report on a monthly basis of newly implemented federal and/or State legislation which financially impacts Santa Cruz METRO.

Though the October 8, 2010 approved State budget appropriated approximately \$16 million in capital funding to Santa Cruz METRO through the PTMISEA program, if there are no bond sales in 2011, the agency will not receive this capital funding until such time that it is available. The STA program (\$2.3 million in FY11) is preserved in the Governor's budget with the passage of AB105 and this is the final year that it can be used for operational expenses.

V. ATTACHMENTS

Attachment A: Federal Legislative Issues and Status Report, April 13, 2011

Attachment B: Federal House and Senate Bills Status Report, April 13, 2011

Attachment C: State of California Legislative Issues and Status Report, April 13, 2011

Attachment D: State of California Assembly and Senate Bills Status Report, April 13, 2011

ATTACHMENT A

Federal Legislative Issues and Status Report April 13, 2011

Current Legislative Issues

FY11 Federal Budget

Update at 4/13/11: At the time this report was prepared (April 13), the government was operating under a one-week Continuing Resolution (CR) voted on Friday, April 11th, approximately 90 minutes before a government shutdown was scheduled. The proposed FY11 federal budget now includes \$38.5 billion in additional cuts, including an 18% reduction from FY10 in discretionary budget authority to Transportation, Housing and Urban Development. This includes complete elimination of FY11 high-speed rail funding and a rescission of the \$400 million in such funding that the state of Florida had previously refused. The TIGGER grant program, along with other discretionary funding and research programs, suffered serious cuts as well, and all unspent discretionary transportation earmarks have been, for the most part, rescinded. A final vote on the FY11 budget is scheduled for the evening of April 13th.

FY12 Federal Budget: House Budget Resolution

Update at 4/13/11: The battle lines for the FY12 budget were drawn early in April when Rep. Paul Ryan (R-WI), chair of the House Budget Committee, released a plan that forms the basis of the House Budget Resolution (traditionally submitted by April 15th each year). The “Path to Prosperity” plan reduces overall government spending to below 20% of the GDP, while keeping spending below FY08 levels for at least five years. Among the many controversial elements of the plan are serious cuts to transportation and infrastructure funding as well as a virtual defunding and privatizing of entitlement programs such as Medicare and Medicaid over the next several years. On the transportation side, high-speed rail funding is eliminated, transportation funding over the next six years is limited to the current balance of the Highway Trust Fund (around \$250 billion), and many other programs are seriously curtailed or completely wiped out.

The President’s response to the Ryan proposal was announced during his speech on April 13th and includes various elements proposed by the bipartisan deficit commission, including raising taxes on the richest Americans and various other reforms to entitlement programs, mostly along the lines of streamlining them for greater effectiveness, but with no talk of the kinds of measures favored by the GOP, perhaps in response to push-back from progressive groups. Stay tuned.

Long Term Surface Transportation Act

Update at 4/13/11: At the American Public Transportation Association’s (APTA) legislative conference in Washington DC in March, Secretary LaHood, Chairman Mica (R-FL) of the House Transportation and Infrastructure Committee, Senator Boxer (D-CA), FTA Administrator Rogoff, APTA President Bill Millar and various other influential transportation advocates spoke of delivering a robust “big, bold, multi-modal surface transportation act” to the President by the August 2011 Congressional recess. At the time of the conference, little was publicly said about the necessary funding to cover the President’s budget proposal of \$556 billion for a new Act, but

ATTACHMENT A

committee staffers on The Hill who met with Santa Cruz METRO representatives emphasize that this would be a major problem area.

Some general funding mechanisms mentioned for the new Act included consolidating/streamlining existing funding programs, public-private partnerships on capital projects, a national infrastructure bank and expansion of the TIFIA loan program (an existing financing program that can help cover up to 33% of large transportation infrastructure projects). No other suggestions, including raising the gas tax (the basis for the Highway Trust Fund), were publicly mentioned, though Senator Boxer said she wasn't averse to the idea. The push-back from the White House is that there will be no discussion of an increased gas tax while Americans are paying \$4/gallon at the pump. Twenty-three GOP Senators have composed a letter to the President asking for his input regarding funding the Trust Fund, though there has been no response as of the time of this report. At this time, hearings regarding a new Act have been ongoing nationwide and in the House. Some sort of bill is expected by Memorial Day.

The NAT GAS (New Alternative Transportation to Give Americans Solutions) Act (HR1380)

Update at 4/13/11: Santa Cruz METRO's Alternative Fuel Tax Credit for CNG fuel (50 cents per gallon equivalent tax credit) has now been rolled into the NAT GAS Act (HR1380), introduced by Rep. John Sullivan (R-OK) on April 6th. This bill extends the credit through 2016. The bill has bipartisan support and proponents are hoping for quick passage.

House Resolution 5 (H.R. 5)

Update at 1/18/11: In a secret caucus held on January 4th, prior to the swearing in of the 112th Congress, House GOP members held an unrecorded vote on a proposed Rules package. In this package (H.R. 5), a separation of the authorization and appropriations processes in regard to infrastructure (such as transit) funding was proposed and accepted by the GOP the next day. What this means to transit is that, for the first time in decades, the transparency of the authorization process driving the appropriations process is lost.

Update at 4/13/11: Transit advocates in Washington are still monitoring potential effects of HR5, which will probably not be seen until there is a budget to authorize and appropriate.

Attachment B

Santa Cruz METRO
Federal House and Senate Bills
Status Report
April 13, 2011

Federal Bills House	Subject	Introduced	Status
Long Term Surface Transportation Act (Mica-R-FL; Boxer, D-CA)	<p>Currently, Chair Mica is holding hearings in DC this month to get input for a new long-term act. Several proposals in the President's budget impact transportation funding concurrent with working on the Act. What is known is that Mica is a strong supporter of transit, but is also looking for more creative financing of capital projects, including public-private partnerships, a National Infrastructure Bank and TIFIA loan programs. Boxer is also looking at these financing measures.</p> <p>At the time of this report (4/13/11), the government was operating under a week-long Continuing Resolution as part of the FY11 budget deal struck at 10:30 PM EST on Friday, April 8th, in order to avoid a government shutdown. By Friday, April 15, a vote was expected on the full FY11 budget, which contains an additional \$38.5 billion in cuts for the remainder of the fiscal year. Impacts on transportation funding include \$2.5 billion in cuts, the bulk from high speed rail programs, the New Starts program and previously unclaimed transportation earmarks. Further details continue to emerge. At the unveiling of the actual legislation, more specific details will be available. This is the largest non-defense spending cut in history.</p>	TBD	<p>Legislation not introduced yet, Mica says he is aiming for May, Boxer in Senate aiming for a bill by Memorial Day. Both want legislation passed by August recess.</p>
Federal Budget FY11	<p>At the time of this report (4/13/11), the House Budget Committee's proposal from Chair Rep. Ryan (R-WI) calls for massive reductions, includes a 30% cut to transportation funding, no gas tax increase, prohibition of transfers from the General Fund to the Highway Trust Fund, and dismantling of entitlement programs such as Medicare and Medicaid. The President will respond with a plan of his own which will include a deficit reduction component.</p>	Week of 4/11/11	<p>Vote planned prior to expiration of CR at 4/15/11. Details available at time actual legislation is released.</p>
Federal Budget FY12		Week of 4/4/11	<p>Expected to pass the House and die in the Senate, but all indications are that the FY12 budget battle will be fierce.</p>
HR 1380: New Alternative Transportation to Give Americans Solutions Act (NAT GAS Act) (Sullivan, R-OK)	<p>Promotes the use of natural gas as fuel with an emphasis on heavy-duty and fleet vehicles, and includes various credits and incentives to promote production and use of such vehicles and fueling stations/pumps and discretionary/competitive grants for development of new technologies re: natural gas vehicles.</p>	4/6/2011	<p>4/6/11: Referred to House Energy & Commerce Committee</p>

ATTACHMENT C

State of California Legislative Issues and Status Report April 13, 2011

The Governor's Proposed Budget

On March 29th, budget talks broke down and the Governor went back to the drawing board, four votes short of being able to proceed with ballot measures in a June special election. All is not lost, as a fix is being pursued by Assembly Speaker John Perez, who is going for a 2/3rds vote in the Legislature rather than at the ballot box. This is a tough row to hoe as it still requires the Republican votes that the Governor could not get for his ballot-box fix. The Governor is open to Perez's approach, but not if it does not eventually go to the voters. His spokesman Gil Duran states that "he is not open to any tax extension proposal that does not include a vote of the people." The Governor still continues to lobby for Republican votes, as does Speaker Perez, who states that he is hopeful that there is a way to move forward and gain needed votes. A series of Democratic "budget summit meetings" are being planned in Republican districts.

Santa Cruz METRO staff joined other members of the California Transit Association (CTA) on March 30th for "Transit Lobby Day," and met with Senators Blakeslee (R) and Cannella (R), Representative Monning (D), and staff from Senator Simitian's (D) and Rep. Alejo's (D) office. Legislators were thanked for supporting the re-enactment of the "gas tax swap" (AB105, signed by the Governor into law) and preserving the STA program, for now. They were also asked to support a bond sale as soon as fiscally possible in order to support funding of the PTMISEA capital funding program, which is money that would build Santa Cruz METRO's new Operations building. Legislators were preoccupied with the previous evening's breakdown in talks, though most felt "tomorrow is another day" and were dedicated to continuing to try to find a way to avoid having to make another \$15 billion in cuts—the amount that would be covered by tax extensions (if passed) in the above-mentioned June special election.

The California Legislature: Bills of Interest

The last day to introduce bills for this session was February 18th. As a result, many bills are still "place-holders" at this point, according to CTA, and the main focus of the State Legislature is passing a budget, which they have not been able to do since the time of the last report. (See above.)

CTA has identified three bills to watch—AB427, AB485 and AB1097, which are presented on the attached grid. CTA has taken a "support" position on AB485 and AB1097, with some agencies needing governing board approval to support AB427, as this bill would effect the eligibility of larger agencies with rail systems in regard to certain types of funding. Please see the attached for more information on these bills. As additional bills continue to take shape, they will be presented in following monthly updates.

Attachment D

Santa Cruz METRO
State of California
Assembly and Senate Bills Status Report
April 13, 2011

State Bills Assembly	Subject	Last Amended	Status
AB105: Governor's Proposed Budget re: "gas tax swap"	<p>The Governor's proposed budget includes re-enactment of the "gas tax swap" by a 2/3rds vote as required by Proposition 26, which passed as AB105 on 3/15/11. Still waiting for full budget package to pass.</p>	<p>Passed 3/15/11.</p>	<p>Passed and signed by Governor.</p>
AB427: Transportation bond funds: transit system safety (Perez) (D)	<p>Prop 1B Transit Safety capital projects: This bill would authorize operators who receive funds for intercity rail systems and commuter rail to also be eligible for funds designated for capital expenditures of planning agencies, transportation commissions and other specified transit-related agencies. Funds that are applied for and then not used can be reallocated by Cal-EMA, but a transportation planning agency that is aware an entity in their region is not using the funds can request Cal-EMA redistribute the funds to the planning agency for subsequent distribution. If the transportation planning agency does not use/reallocate funds, then Cal-EMA may redistribute to an eligible entity in another part of the state.</p>	<p>3/29/2011</p>	<p>3/30/11: Re-referred to Committee on Governmental Organization; CTA has not taken a position on this bill yet.</p>
AB485: Local Planning: transit village development districts (Ma) (D)	<p>In an extension of the last session's Ma bill extending the area around a transit development to 1/2 mile, this bill requires that a city/county that uses infrastructure financing district bonds to finance a transit oriented development ("transit village") uses at least 20% of bond revenue for the purpose of increasing, improving and preserving the amount of low-income and moderate-income housing and requires that these units be occupied by low- to moderate-income tenants for at least 55 years for rental units and 45 for owner-occupied units.</p>	<p>4/6/2011</p>	<p>4/6/11: Referred to Assembly Committee on Local Government; CTA supports.</p>
AB1097: Transit Projects: domestic content (Skinner) (D)	<p>Requires Sec'y of Business, Transportation and Housing to adopt a policy that provides a preference on transit projects receiving FTA funding to bidders that use a higher percentage of domestic content in materials, supplies and equipment than required by federal law. Current guidance from the FTA (in the form of a "Dear Colleague" memo in February, 2011) states that FTA Administrator Rogoff will no longer be issuing "Buy America" waivers for any transit projects, so all FTA direct recipient agencies (such as Santa Cruz METRO) are currently governed by more stringent guidance than proposed by AB1097. This could mean that projects proposed by FTA direct recipient agencies will likely score higher on state funding for projects funded in-part by the FTA.</p>	<p>3/14/2011</p>	<p>3/14/11: Referred to Committee on Transportation; CTA supports.</p>

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 22, 2011

TO: Board of Directors

FROM: Robert Cotter, Manager of Maintenance

SUBJECT: CONSIDERATION OF CONTRACT RENEWAL WITH EVERGREEN OIL, INC. FOR INDUSTRIAL WASTE DISPOSAL AND INDUSTRIAL WASTE EMERGENCY RESPONSE SERVICES FOR AN AMOUNT NOT TO EXCEED \$25,000

I. RECOMMENDED ACTION

That the Board of Directors authorize the General Manager to enter into a one-year contract extension with Evergreen Oil, Inc. for industrial waste disposal and industrial waste emergency response services for an amount not to exceed \$25,000 .

II. SUMMARY OF ISSUES

- Santa Cruz METRO has a contract with Evergreen Oil, Inc. for industrial waste disposal and industrial waste emergency response services.
- This contract was established on May 1, 2009 for a one-year period with four optional one-year extensions.
- Evergreen Oil, Inc. has requested a renewal of the contract without any changes to the rates for the new contract period.

III. DISCUSSION

Santa Cruz METRO has a contract with Evergreen Oil, Inc. for industrial waste disposal and industrial waste emergency response services that is due to expire on April 30, 2011. Over the past year, the quality of service provided by Evergreen Oil, Inc. has been excellent. Evergreen Oil, Inc. has reviewed the contract and has requested a one-year contract extension without any changes to the rates for the new contract period.

Staff recommends that Santa Cruz METRO exercise the option for a one-year contract extension with Evergreen Oil, Inc. for an amount not to exceed \$25,000. Staff further recommends that the Board of Directors authorize the General Manager to sign a one-year contract extension on behalf of Santa Cruz METRO.

IV. FINANCIAL CONSIDERATIONS

Funds to support this contract are included in the Facilities Maintenance FY11 operating budget.

V. ATTACHMENTS

Attachment A: Letter from Evergreen Oil, Inc.

Attachment B: Contract Amendment with Evergreen Oil, Inc.

Prepared By: Hina Patel, Purchasing Agent

Date Prepared: March 31, 2011

Attachment A

From: [Chris Goff](#)
To: [Hina Patel](#)
Subject: RE: re: Santa Cruz METRO Contract 09-11
Date: Monday, April 11, 2011 9:56:32 AM

Hina Patel,

Thank you for the opportunity to continue to service your location, Evergreen Environmental Services would like to continue the contract with the Santa Cruz Metropolitan Transit District. Please send new agreement page showing extension if you require signature otherwise we will attach this e-mail to account showing extension has been approved.

Thank you,

Chris Goff
VP Environmental Services
Evergreen Environmental Services
800-972-5284, ext 4212
cgoff@evergreenoil.com

From: Hina Patel [<mailto:HPatel@scmtd.com>]
Sent: Monday, April 11, 2011 9:23 AM
To: Chris Goff
Subject: FW: re: Santa Cruz METRO Contract 09-11

Hello Mr. Goff,

We would like to extend the current contract we have with your company. Please respond to this email to state that Evergreen Oil would like to extend as well.

I am attaching a copy of the contract for your review.

Thanks,

Hina Patel
Purchasing Agent
Santa Cruz METRO
P: 831-426-6080 ext 1310
F: 831-426-2918

From: Hina Patel
Sent: Tuesday, March 29, 2011 3:48 PM
To: 'bscottini@evergreenoil.com'
Subject: re: Santa Cruz METRO Contract 09-11

Hello,

6-7.a1

Attachment A

I just wrote down your email address and forgot to ask your name? You gave me a contact Chris Goth who has taken over for Shawn Shears, so I'm not sure who I should put down in the file?

As we discussed on the phone we have a contract with your company and we extended it an additional year last year. I am attaching a copy of the contract and amendment #1 for your review.

We would like to extend an additional year, in order to do that I need an email or letter from you stating that you agree to an extension.

If you need any other information, please feel free to contact me.

Thanks,

Hina Patel
Purchasing Agent
Santa Cruz METRO
P: 831-426-6080 ext 1310
F: 831-426-2918

Attachment B

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
SECOND AMENDMENT TO CONTRACT NO. 09-11
FOR HAZARDOUS INDUSTRIAL WASTE DISPOSAL AND INDUSTRIAL WASTE
EMERGENCY RESPONSE SERVICES**

This Second Amendment to Contract No. 09-11 for Hazardous Industrial Waste Disposal and Industrial Waste Emergency Response Services is made effective May 1, 2011 between the Santa Cruz Metropolitan Transit District, a political subdivision of the State of California (“Santa Cruz METRO”) and EVERGREEN OIL, INC. (“Contractor”).

I. RECITALS

- 1.1 Santa Cruz METRO and Contractor entered into a Contract for hazardous industrial waste disposal and industrial waste emergency response services (“Contract”) on May 1, 2009.
- 1.2 The Contract allows for the extension upon mutual written consent.

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

II. TERM

- 2.1 Article 3.02 is amended to include the following language:

This Contract shall continue through April 30, 2012. This Contract may be mutually extended by agreement of both parties.

III. REMAINING TERMS AND CONDITIONS

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

IV. AUTHORITY

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

SIGNATURES ON NEXT PAGE

Attachment B

Signed on _____

Santa Cruz METRO
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Leslie R. White
General Manager

CONTRACTOR
EVERGREEN OIL, INC.

By _____
Gary B. Colbert
President

Approved as to Form:

Margaret R. Gallagher
District Counsel

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

STAFF REPORT

DATE: April 22, 2011

TO: Board of Directors

FROM: Angela Aitken, Acting Assistant General Manager and Finance Manager

SUBJECT: **CONSIDERATION OF SCHEDULING A 45-DAY PUBLIC COMMENT PERIOD BEGINNING MAY 9, 2011 WITH A PUBLIC HEARING ON JUNE 24, 2011 IN ORDER TO OBTAIN PUBLIC INPUT REGARDING SANTA CRUZ METRO'S PROPOSED ANNUAL DISADVANTAGED BUSINESS ENTERPRISE (DBE) GOAL OF 1.54% FOR FEDERALLY FUNDED PROCUREMENTS FOR FEDERAL FISCAL YEARS 2012 – 2014 (FFY12-FFY14).**

I. RECOMMENDED ACTION

Set a 45-day Public Comment Period beginning May 9, 2011 and a Public Hearing for review and consideration of Santa Cruz METRO's proposed DBE Goal of 1.54% for FFY12-FFY14.

II. SUMMARY OF ISSUES

- As a recipient of federal funds, Santa Cruz METRO is required to comply with Title 49 of the Code of Federal Regulations, Part 26 (49 CFR 26), which states that grantees must establish and implement a Disadvantaged Business Enterprise (DBE) program and set a DBE participation goal.
- In previous years, the FTA required a DBE goal to be calculated annually. This requirement was expanded to authorize calculating a new goal every three years.
- Staff proposes a goal of 1.54% for DBE participation for FFY12-FFY14 based upon the attached Methodology (Attachment A).
- Santa Cruz METRO staff has made good faith efforts to contact organizations associated with DBE vendors in order to gain input from DBEs during the goal-setting process.
- Santa Cruz METRO's Public Notice announcing its proposed DBE Goal for FFY12-FFY14 will be published in general circulation media, minority-focused media and trade association publications (Attachments B and C).
- Santa Cruz METRO is asking the Board of Directors to schedule a 45-day public comment period from 5/9/11 through the Public Hearing on 6/24/11 to accept comments on the proposed goal.

- A Public Hearing will be held on June 24, 2011 to receive comments on Santa Cruz METRO's proposed DBE goal and the methodology used to calculate it.

III. DISCUSSION

As a recipient of more than \$250,000 annually in FTA funds, Santa Cruz METRO is required to comply with Title 49 of the Code of Federal Regulations, Part 26 (49 CFR 26), which states that recipients must establish and implement a Disadvantaged Business Enterprise (DBE) program and set a DBE participation goal. A DBE firm is a for-profit "small business concern" that is at least 51 percent woman- or racial minority owned. Santa Cruz METRO will receive approximately \$5 million in federal financial assistance in FY12 from the Federal Transit Administration (FTA) and is therefore required to have a DBE program and submit a goal for DBE participation in its federally funded projects.

The Department of Transportation established the DBE program in 1980 to ensure that firms competing for federally funded contracts are not subject to unlawful discrimination and to mend the impact of previous discrimination. The DBE program seeks to increase the opportunities for small, minority and women-owned businesses to participate in federally funded projects by "leveling the playing field" so that they can compete fairly for federally funded contracts. As a recipient of federal funds through the Federal Transit Administration (FTA) funds, Santa Cruz METRO follows guidance in its DBE program established by the FTA.

Santa Cruz METRO's policy is to ensure that DBEs have an equal opportunity to receive and participate in FTA-assisted contracts. Santa Cruz METRO is prohibited from excluding any person from participating in, denying any person the benefits of, or otherwise discriminating against anyone in connection with the award and performance of any contract covered by 49 CFR Part 26 on the basis of race, color, sex, national origin, disability or sexual orientation.

Prior to this year, the FTA required that recipients calculate a new DBE goal annually. Beginning with FFY12, recipients are required to calculate and submit a DBE goal only once every three years. The goal currently under consideration is for federal fiscal years 2012 - 2014 (FFY12-FFY14).

Santa Cruz METRO staff used the methodology published in 49 CFR 26.45 to establish the DBE goal. This methodology requires that Santa Cruz METRO define a market area for contractors on its federally assisted projects and determine the percentage of DBE firms in the market area. This goal is further refined so that it is narrowly tailored to Santa Cruz METRO's specific market conditions. Santa Cruz METRO staff calculated a goal based upon its FY12 Budget and readily available information from the Census Bureau's County Business Patterns database and the list of certified DBEs maintained by Caltrans.

Both the U.S. Bureau of Census and the California Department of Transportation's Unified Certification Program maintain extremely specific and uniform data on business activity and

ownership by county. Both data sources use the North American Industry Classification System (NAIC), which categorizes business activities into hundreds of six-digit classification codes. Caltrans also uses the NAIC in its DBE Vendor Directory, enabling Santa Cruz METRO staff to accurately calculate a DBE goal conforming to the preferred method. Attachment A describes the methodology used to calculate Santa Cruz METRO's DBE goal.

The FTA's new three-year goal setting requirement imposes additional challenges for calculating a DBE goal. The FY12 budget has not been finalized, and budget projections for FY13 and FY14 are uncertain due to potential changes in service, fares, staffing levels and FTA revenue from grant awards in the outer years. With approval from the FTA, Santa Cruz METRO based the FFY12-FFY14 goal on its FY12 budget. If funding and contract opportunities change significantly during the three-year period for this goal, Santa Cruz METRO can modify the goal and submit an update to the FTA.

Santa Cruz METRO projects potentially awarding \$864,699 in FTA funds for contracts in FY12, and staff proposes a FFY12-FFY14 goal of 1.54%. This goal falls within the range of previous DBE goals and is reasonable based upon current market conditions.

Outreach/Public Comment Period Established

Santa Cruz METRO staff contacted the Small Business Administration, the City of Santa Cruz, the Santa Cruz Chamber of Commerce, the Santa Cruz County Regional Transportation Commission, the regional offices in Santa Cruz and Santa Clara of a national organization that counsels small businesses (SCORE) and the Cabrillo College Small Business Development Center. None of these organizations had contact information on DBEs or any organization that specifically engaged DBE vendors.

Santa Cruz METRO will disseminate Public Notices in English (*Attachment B*) and Spanish (*Attachment C*), announcing the proposed DBE goal for FFY12-FFY14 and requesting comments on the DBE goal. The notices will be published in general circulation media, minority-focused media and trade association publications and will be posted at Santa Cruz METRO's transit centers and at the Administration Building. The notices will give information on the Public Comment period from 5/9/11 through 6/24/11, how to submit comments and announce the Public Hearing to be held at the Board meeting of June 24, 2011.

Santa Cruz METRO's DBE Goal for FFY12-FFY14 and supporting information regarding Santa Cruz METRO's DBE Program will be available for public inspection at Santa Cruz METRO's Administrative Offices, the Santa Cruz Central Branch Library, 224 Church Street, Santa Cruz, CA 95060 and the Watsonville Main Library, 275 Main Street, Watsonville, CA 95076 through June 23, 2011.

The Santa Cruz METRO Board of Directors will hold a Public Hearing on the proposed DBE goal for FFY12-FFY14 on June 24, 2011 at the Santa Cruz City Council Chambers and will consider adopting a goal of 1.54%, \$13,335 in FTA funds for the FFY12-FFY14 period. This

meeting will be televised and a Spanish Interpreter will be available. Santa Cruz METRO will accept written comments on its proposed DBE Goal for FFY12-FFY14 through June 23, 2011.

IV. FINANCIAL CONSIDERATIONS

Staff anticipates that the public circulation documents and public notices to gather comments on the proposed DBE goal will cost less than \$3,000. Adopting the DBE goal for FFY12-FFY14 has no significant financial impact; however, contracts funded with FTA assistance will be monitored for DBE goal achievement.

V. ATTACHMENTS

Attachment A: FFY12 – FFY14 DBE Goal Methodology

Attachment B: Public Notice: Disadvantaged Business Enterprise Goal for Federal Fiscal Years 2012 - 2014 (FFY12 – FFY14) in English

Attachment C: Public Notice: Disadvantaged Business Enterprise Goal for Federal Fiscal Years 2012 - 2014 (FFY12 – FFY14) in Spanish

Attachment A



METHODOLOGY FOR CALCULATING THE PROPOSED DBE GOAL FOR FEDERAL FISCAL YEAR 2012

Santa Cruz Metropolitan Transit District (Santa Cruz METRO) is proposing an overall Disadvantaged Business Enterprise (DBE) goal of 1.54% for U.S. Department of Transportation, Federal Transit Administration (FTA) assisted contracts in federal fiscal years 2012 – 2014 (FFY12-FFY14). The FTA requires that any recipient of more than \$250,000 in FTA funds annually must have a DBE goal. Santa Cruz METRO will receive approximately \$5 million in FTA funding in FFY12 and will set a DBE goal as it has for more than 20 years.

The FTA recently shifted from a requirement to calculate annually the DBE goal to calculating it every three years. Santa Cruz METRO complied with the requirement to calculate an annual goal through FFY11 and will shift to a three-year goal with the FFY12-FFY14 goal. Since Santa Cruz METRO's future budgets are uncertain at this time due to possible service reductions, fare increases and staffing modifications, the type and amount of contracted work may change in the outer years. Staff calculated the three-year DBE goal based upon its known FY12 budget. Santa Cruz METRO will adjust its DBE goal, if necessary, when future budgets are known.

The Code of Federal Regulations, Title 49 Section 26 (49 CFR 26) describes several methods to calculate a DBE goal. The method staff chose to obtain Santa Cruz METRO's FFY12-FFY14 goal specifies that a simple percentage of DBE vendors in the contracted types of work be weighted by the proportion of total contract opportunities in that type of work as shown in the overall budget to determine a base goal. The base goal is to be further adjusted, as appropriate, to reflect the recipient's actual experience or other qualifying factors to narrowly tailor the goal to market conditions. The final goal is expressed as both the percentage and the amount of federal dollars in DBE contract opportunities.

To calculate Santa Cruz METRO's proposed DBE Goal for FFY12-FFY14, staff used data from Santa Cruz METRO's FY12 budget, the latest (2008) US Bureau of Census County Business Patterns (CBP) database and the California Department of Transportation (Caltrans) database of all statewide, certified DBE vendors. Both the CBP and Caltrans DBE vendor database offer vendor groupings according to the type of work they perform as categorized by the North American Industry Classification System (NAICS), which provides a two to six-digit number

Attachment A

Santa Cruz METRO
FFY12-FFY14 DBE Goal
Page 2

corresponding to every known type of work performed by businesses in North America. In order to compare data from all three data sources using a common classification, staff identified all of the goods and services that Santa Cruz METRO typically contracts by a corresponding NAICS code. The following text and tables describe the steps taken to calculate the goal.

First, staff examined Santa Cruz METRO’s FY12 Operating and Capital Budget (Budget) to determine the type and amount of contracts which could be awarded from the operating and capital budgets. From an operating budget of \$38,627,918, potential contract opportunities equal \$6,589,098. There were no contract opportunities in the Capital Budget. The FTA provides \$5,069,208 in operating assistance and no capital funding assistance. The following table shows the calculations for the first step.

Santa Cruz METRO DBE Goal Calculation for FFY12 - FFY14
(FFY12 Goal calculation as basis for three-year goal)

Step 1: Santa Cruz METRO FY12 Operating Budget Contract Opportunities ⁽¹⁾

	(A) Total	(B) \$ Procurement in Operating Budget	(C) % Procurement in Operating Budget	(D) \$ FTA Operating Assistance	(E) \$ FTA Operating Assistance in Procurements (C) * (D)
FY12 Operating Budget	\$ 38,627,918	\$ 6,589,098	17.06%	\$ 5,069,208	\$ 864,699

⁽¹⁾ Santa Cruz METRO's FY12 Capital Budget has no federally-funded contract opportunities.

Second, staff identified every piece of potential contract work in the Budget by a corresponding NAICS code. Staff aggregated the types of work into the four broader *Procurement Groups* of Construction, Transportation, Wholesale and Services identified in the Step 2 table below. The four Procurement Groups derived from all contract opportunities are shown in the following table by dollar amount and percentage of total contract opportunities in each Procurement Group.

Step 2. Santa Cruz METRO FY12 Operating Budget Contract Opportunities by Procurement Group

Procurement Group	(1) Construction	(2) Transport	(3) Wholesale	(4) Services	(5) Total
\$ in Group (FY12 Budget)	\$ 99,999	\$ 250,000	\$ 3,511,023	\$ 2,728,076	\$ 6,589,098
% of All Procurements in Group	1.52%	3.79%	53.29%	41.40%	100.00%
\$ FTA in Group					
[(1) % * \$ Step 1. (E)]	\$ 13,123	\$ 32,808	\$ 460,758	\$ 358,010	\$ 864,699

Attachment A

*Santa Cruz METRO
FFY12-FFY14 DBE Goal*

Page 3

Third, staff determined the market area from which vendors who bid on Santa Cruz METRO contracts would likely be chosen. Since it is conceivable that a vendor may come from as far north as Sonoma, or as far south as Santa Barbara for the award of a large contract, staff included all of Caltrans Districts 04 and 05 when conducting its DBE calculation. In addition, staff included any DBE vendor in the state that indicated that they perform work in Districts 04 and 05, regardless of the vendor's location. The following fourteen counties fall within Caltrans Districts 04 and 05, creating Santa Cruz METRO's market area:

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

After determining the market area, staff extracted a count of all vendors in the market area from the County Business Patterns (CBP) database by using the same NAICS code attached to each piece of potential contract work in the Santa Cruz METRO FY12 Operating Budget. Next, staff performed exactly the same operation on the Caltrans DBE vendor directory to obtain a count of DBE vendors in the Santa Cruz METRO market area. The count of all vendors, DBE vendors and the percentage DBE vendors by Procurement Group in Santa Cruz METRO's market area are shown in the following Step 3 table.

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Santa Cruz METRO
FFY12-FFY14 DBE Goal
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Step 3. Santa Cruz METRO Market Area Firms by NAICS in Procurement Groups Total Firms and Certified DBEs

County	(1)	(2)	(3)	(4)	#Firms in NAICS
	Construction 2382	Transportation 485991	Wholesale 221210,323110, 423120,423130, 424120,424720, 8112	Services 522190,5241, 541, 561612, 561720,562112, 621111,8111,	
Caltrans District 04					
Alameda	671	17	1,492	7,612	9,792
Contra Costa	471	6	734	5,040	6,251
Marin	181	7	260	2,353	2,801
Napa	85	1	106	692	884
San Francisco	377	18	573	7,448	8,416
San Mateo	427	20	743	4,179	5,369
Santa Clara	797	16	1,448	10,822	13,083
Solano	190	6	318	1,047	1,561
Sonoma	393	6	461	2,383	3,243
Caltrans District 05					
Monterey	219	0	325	1,448	1,992
San Benito	39	0	33	135	207
San Luis Obispo	210	0	267	1,486	1,963
Santa Barbara	260	4	371	2,201	2,836
Santa Cruz	173	1	210	1,358	1,742
Districts 04 & 05	4,493	102	7,341	48,204	60,140

Market Area	Construction	Transport.	Wholesale	Services	#DBEs
	NAICs	NAICs	NAICs	NAICs	in NAICS
District 04 & 05 & Statewide DBEs	155	6	77	824	1,062
%DBE	3.45%	5.88%	1.05%	1.71%	1.77%

Sources: US Bureau of the Census, County Business Patterns, 2008
CA Dept. of Transportation, UCP Directory of DBEs, 3/21/11.

Fourth, staff used the DBE percentage obtained above for each Procurement Group and multiplied that by the percentage (weight) of the total work to be performed in that Procurement Group as determined in Step 2. This produced the base DBE goal for FFY12-FFY14.

Step 4: Santa Cruz METRO's FFY12-FFY 14 DBE Goal for FTA Assisted Contracts Weighted Average of DBE Participation by Procurement Group as a Percentage of Total Contracts ⁽²⁾ % DBE Participation and Projected \$ FTA in DBE Contract Awards

	(1)	(2)	(3)	(4)	Total
	Construction NAICs	Transport. NAICs	Wholesale NAICs	Services NAICs	
% DBEs in Market Area	3.45%	5.88%	1.05%	1.71%	1.77%
% Contract \$ in Group	1.52%	3.79%	53.29%	41.40%	100.00%
Weighted %DBE (% Contracts * %DBE)	0.05%	0.22%	0.56%	0.71%	1.54%
FTA Dollars in DBE Contracts					
\$ FTA Assistance	\$ 13,123	\$ 32,808	\$ 460,758	\$ 358,010	\$ 864,699
\$ FTA in DBE Contracts					
% DBE * Total \$ FTA Assistance	202.38	505.96	7,105.78	5,521.21	\$ 13,335

⁽²⁾ Sum of (% DBE * % Group in Procurement Budget) for all four Procurement Groups

To obtain the final DBE goal using the chosen method prescribed by 49 CFR 26.45, staff examined the actual rate of DBE participation during the last four years relative to the adopted DBE goals to determine if the FFY12-FFY14 base goal

Attachment A

*Santa Cruz METRO
FFY12-FFY14 DBE Goal
Page 5*

needed to be adjusted. Previous DBE goal attainment ranged from 0% to 5.4%. Santa Cruz METRO attained 5.4% DBE participation in FFY07 primarily because of large construction projects with subcontracting opportunities that were awarded for MetroBase construction. Last year (FFY10), Santa Cruz METRO had no large construction contracts available to bid and achieved 0% DBE participation. The FFY07 5.4% attainment can be considered an extreme outlier, irrelevant to current contract opportunities and the need to adjust the base goal. FFY08 and FFY09 DBE participation rates were 1.48% and 2.06% respectively.

In the previous four years, Santa Cruz METRO adopted goals ranging from 1.32% to 1.73%. As noted in the narrative for the first step, Santa Cruz METRO's FY12 Capital Budget has no contract opportunities, and specifically no large construction projects which would warrant an upward adjustment to the FFY12-FFY14 goal commensurate with the disparity between FFY07's 5.4% attainment against a goal of 1.57%. With the calculated rate falling well within the goals of the last four years, staff decided that the calculated goal needed no adjustment; therefore, staff recommends the calculated 1.54% base goal as the final goal for FFY12-FFY14. At this rate, FTA spending with DBE vendors will total \$13,335.

If approved by the Board of Directors, Santa Cruz METRO will establish a DBE goal of 1.54% for FFY12-FFY14. Santa Cruz METRO's proposed DBE Goal for FFY12-FFY14 and supporting documents for Santa Cruz METRO's DBE Program are available for public inspection May 9, 2011 through June 23, 2011 at Santa Cruz METRO's Administrative Offices, 110 Vernon Street, Santa Cruz, CA 95060, on METRO's website www.scmtd.com, at the Santa Cruz Central Branch Library, 224 Church Street, Santa Cruz, CA 95060 and at the Watsonville Main Library, 275 Main Street, Watsonville, CA 95076.

Attachment B



PUBLIC NOTICE

DISADVANTAGED BUSINESS ENTERPRISE

GOAL FOR FEDERAL FISCAL YEARS 2012-2014 (FFY12-FFY14)

Notice is hereby given that the Santa Cruz Metropolitan Transit District (Santa Cruz METRO) is proposing a Disadvantaged Business Enterprise (DBE) goal of **1.54%** for U.S. Department of Transportation assisted contracts for FFY12-FFY14. This goal has been set based upon information currently available. As part of this program, Santa Cruz METRO must establish a goal for DBE participation in all new contracts that are eligible to be funded with federal funds. A DBE firm is defined as a for-profit "small business concern" that is at least 51 percent owned and controlled by one or more socially and economically disadvantaged individuals. California DBE firms are certified as such through the California United Certification Program (UCP).

It is the policy of Santa Cruz METRO to ensure nondiscrimination on the basis of race, color, sex, national origin, disability and/or sexual orientation in the award and administration of DOT-assisted contracts. It is the intention of Santa Cruz METRO to create a level playing field on which DBEs can compete fairly for DOT-assisted contracts.

The rationale for this goal and supporting information regarding Santa Cruz METRO's DBE Program will be available for public inspection at Santa Cruz METRO's Administrative Offices, 110 Vernon Street, Santa Cruz, CA 95060. These documents are available for inspection from 8 am to 5 pm, Monday through Friday, from May 9, 2011 through June 23, 2011 at the above address, on METRO's website www.scmtd.com and at the Santa Cruz Central Branch Library, 224 Church Street, Santa Cruz, CA 95060 and the Watsonville Main Library, 275 Main Street, Watsonville, CA 95076, during regular library hours.

Santa Cruz METRO and the Federal Transit Administration will accept written comments on Santa Cruz METRO's proposed DBE goal and its rationale for 45 days from the date of this notice. Comments should be submitted to Angela Aitken, Acting Assistant General Manager and Finance Manager, at the address listed above, or by email: DBE@scmtd.com or to the Federal Transit Administration, Civil Rights Office, Region IX, 201 Mission Street, Suite 1650, San Francisco, CA 94105.

Santa Cruz METRO will hold a Public Hearing on its FFY12-FFY14 DBE goal at 9:00 am on June 24, 2011 at the Santa Cruz City Council Chambers at 809 Center Street, Santa Cruz, CA 95060. Members of the public may address Santa Cruz METRO's Board of Directors at this meeting.

Attachment C



AVISO AL PÚBLICO

EMPRESA DE NEGOCIOS EN DESVENTAJA META PARA AÑOS FISCALES FEDERALES 2012-2014 (FFY12-FFY14)

Se hace saber que el Distrito de Tránsito Metropolitano de Santa Cruz, (Santa Cruz METRO) propone una meta conjunta para la Empresa de Negocios en Desventaja (DBE) de **1.54%** para los contratos de asistencia del Departamento de Transporte de EE.UU. (U.S. DOT) para FFY12-FFY14. Este objetivo se ha creado basándose en la información actualmente disponible. Como parte de este programa, Santa Cruz METRO debe establecer una meta para participación de DBE en todos los contratos nuevos que son elegibles de ser financiados con fondos federales. Una empresa DBE se define como una “empresa pequeña” con fines de lucro que es al menos el 51 por ciento de propiedad y controlada por uno o mas individuales con desventaja social y económica. Empresas DBE de California están calificadas como tales a través del Programa de Certificación Unido de California (UCP).

Es la póliza del Santa Cruz METRO de prohibir la discriminación por motivos de raza, color, sexo, origen nacional, discapacidad, y/u orientación sexual en la concesión y administración de contratos asistidos del DOT. Es la intención del Santa Cruz METRO de crear una igualdad de condiciones en la que DBEs pueden competir en condiciones justas para contratos asistidos de DOT.

La base lógica de este objetivo y la información relativa apoyando el programa DBE del Santa Cruz METRO estará disponible para inspección pública en las oficinas administrativas de Santa Cruz METRO, 110 Vernon Street, Santa Cruz, CA 95060. Estos documentos estarán disponibles para inspección de las 8 am a las 5 pm, lunes a viernes, desde el 9 de mayo, 2011 hasta el 23 de junio, 2011 en la dirección arriba indicada, en el sitio web de METRO www.scmtd.com y en la Biblioteca Central de Santa Cruz, 224 Church Street, Santa Cruz, CA 95060 y la Biblioteca Principal de Watsonville, 275 Main Street, Watsonville, CA 95076, durante las horas regulares de las bibliotecas.

Santa Cruz METRO y la Administración Federal de Tránsito aceptarán comentarios por escrito sobre el objetivo propuesto de DBE del Santa Cruz METRO y su razón de ser por 45 días a partir de la fecha de esta notificación. Los comentarios deben ser sometidos a Angela Aitken, Gerente de Finanzas y Asistente Interino al Gerente General, en la dirección arriba indicada, o por correo electrónico: DBE@scmtd.com o a la Administración Federal de Tránsito, Oficina de Derechos Civiles, Región IX, 201 Mission Street, Suite 1650, San Francisco, CA 94105.

Santa Cruz METRO tendrá una Audiencia Pública sobre su meta del FFY12-FFY14 de DBE a las 9:00 am el 24 de junio, 2011 en las Salas de Consejo de la Ciudad de Santa Cruz en 809 Center Street, Santa Cruz, CA 95060. Miembros del público podrán dirigirse a la Junta Directiva del Santa Cruz METRO en esta sesión.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 22, 2011
TO: Board of Directors
FROM: Angela Aitken, Finance Manager & Acting Assistant General Manager
SUBJECT: CONSIDERATION OF ADOPTION OF UPDATING SANTA CRUZ METRO FARE ORDINANCE 84-2-1

I. RECOMMENDED ACTION

That the Board of Directors adopt the update to Santa Cruz METRO's Fare Ordinance 84-2-1.

II. SUMMARY OF ISSUES

- Santa Cruz METRO staff conducted a review of Fare Ordinance 84-2-1 and Resolution 97-3-1, which governs bus fares, and found a need to consolidate, update, and clarify these documents to reflect current bus fare programs.
- The original Fare Ordinance was adopted in 1984 and has been amended seven (7) times. The last major review of the Fare Ordinance was through Fare Resolution 97-3-1 which was completed in 1997.
- Santa Cruz METRO's staff recommends adoption of updates to the Fare Ordinance to include:
 - Updated definitions pertaining to transit fares and references to Regulation AR-1028: Older Adult and Persons with Disabilities Fixed Route Discount Fare Program.
 - Consolidate language from all Fare Ordinance Addendums and Resolutions since the original documents were adopted in 1984 and 1997.
 - Incorporating more consistent industry language and terminology for bus fares.
- Updating this document will allow Santa Cruz METRO staff to move forward with introducing new bus passes, fare media, and Smart Cards this summer.

III. DISCUSSION

Over the past several weeks, Santa Cruz METRO staff has conducted a review of Fare Ordinance 84-2-1 and Resolution 97-3-1 which governs bus fares and pass programs. This was done as an exercise ahead of introducing new passes, fare media, and Smart Card technology this summer. Santa Cruz METRO staff concluded that Fare Ordinance 84-2-1 needed to be updated to included addendums and administrative agreements that have been adopted or implemented over the past 27 years.

The original Fare Ordinance 84-2-1, known as the Fare Ordinance, was adopted in 1984 and has been amended seven (7) times (Please see **Attachment C** for the latest Fare Ordinance Addendum). The last major update of the Fare Ordinance, through Resolution 97-3-1, was adopted in 1997, yet that update did not include language to govern group pass contracts with outside parties such as our contracts with UCSC, Pacific Shores, and Cabrillo College (Please see **Attachment B** for the latest Resolution 97-3-1). Also omitted from the Fare Ordinance was language regarding bulk bus-pass agreements for groups wishing to buy bus passes in bulk, or Santa Cruz METRO's school field-trip program. Santa Cruz METRO staff has now made every effort to include all fare or pass programs in the Fare Ordinance that have been introduced through amendments since the last Fare Resolution adoption in 1997.

Updates to the Fare Ordinance 84-2-1 include:

- Clarifying language on transit fare definitions and processes.
- References Regulation AR-1028 for definitions and processes for discount fares and passes including: Older Adult Passengers, Persons with Disabilities, Persons with Medicare I.D. Card, Paratransit Card. (Please see **Attachment D**)
- Adding definitions for clarity such as Transit Day, Convenience Card, and Santa Cruz METRO Professional Verification Form of Disability Status for more comprehensive terminology.
- Including Prepaid School Field Trips and Convenience Cards
- Substituting the Monthly passes for the recently approved 31 Consecutive Day passes.
- Including METRO Cash Cards
- Including language to govern Group Pass Contracts (such as the UCSC Contract) and Bulk Bus Pass Agreements.
- Other minor edits to language as needed to provide clarity and consistency.

Santa Cruz METRO staff recommends adoption of the updated Fare Ordinance 84-2-1 (**Attachment A**). Adopting the updated Fare Ordinance 84-2-1 will allow staff to move closer to introducing new bus passes, fare media, and Smart Card technology this summer.

At the time this report was drafted, no written comments have been received. One verbal observation was made regarding an error in the amount to be charge for a Day Pass Upgrade to a Highway 17 Day Pass. The written amount currently reads \$4.00 which is erroneous. The amount should read \$5.50; this edit has been incorporated into Attachment A.

IV. FINANCIAL CONSIDERATIONS

There are no proposed changes to bus fare rates or media. Clarification and consistency within the Fare Ordinance and Resolution will help staff to administer fares and bus pass sales, but no financial impacts are expect by updating Fare Ordinance 84-2- as this update represents current practice.

V. ATTACHMENTS

- Attachment A:** Ordinance No. 84-2-1 As Amended: An Ordinance of the Santa Cruz Metropolitan Transit District Establishing Schedule for Bus Fares (Updated April 22, 2011)
- Attachment B:** A Resolution of the Santa Cruz Metropolitan Transit District Revising Rules and Regulations Governing Application of Fare Ordinance No. 84-2-1 Regarding Bus Fares (As of March 21, 1997)
- Attachment C:** Ordinance No. 84-2-1 As Amended: An Ordinance of the Santa Cruz Metropolitan Transit District Establishing Schedule for Bus Fares (As of December 1, 2010)
- Attachment D:** Regulation Number AR-1028: Older Adult and Persons with Disabilities Fixed Route Discount Fare Program

Prepared By: Erich R. Friedrich, Jr. Transportation Planner
Date Prepared: April 15, 2011

ORDINANCE NO. 84-2-1 As Amended

**AN ORDINANCE OF THE
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
ESTABLISHING SCHEDULE FOR BUS FARES**

Be it enacted by the Board of Directors of the Santa Cruz Metropolitan Transit District as follows:

SECTION I: FARE SCHEDULE - SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

A. Local Fixed Route Service

Regular Cash Fare	1.50
Discount Cash Fare - Older Adult/Individual with a Disability *	.75
Youth and Adult Local Day Pass	4.50
Discount Local Day Pass - Older Adult/Individual with a Disability *	2.25
15 Ride Convenience Card	22.00
Discount 15 Ride Convenience Card - Older Adult/Individual with a Disability*	11.25
Local 31 Consecutive Day Pass	50.00
Discount 31 Consecutive Day Pass - Older Adult/Individual with a Disability*	25.00
Youth Local 31 Consecutive Day Pass	35.00
Prepaid School Field Trips	25.00

* To obtain Discount Fare, passenger must produce a Santa Cruz METRO Photo I.D. Card or other approved identification. Please Refer to AR-1028 for more information regarding discount fares.

B. AMTRAK/Highway 17 Express Service

Cash Fare (One Way)	5.00
Discount Cash Fare (One Way) Older Adult/Individual with a Disability*	2.50
Day Pass:	10.00
▪ with exchange of Santa Cruz METRO Day Pass	5.50
▪ with exchange of VTA Day Pass	4.00
▪ with display of VTA Express Pass Single Ride	2.00
▪ with 2 zone (min) regular Caltrain Monthly Pass	4.00
AMTRAK/Highway 17 Express 31 Consecutive Day Pass	113.00

C. Paratransit Service (ParaCruz)

Paratransit Fare (One Way) 3.00

D. Group Pass Contract Rate

Fares for individuals of the Group are determined through negotiations between the Group and Santa Cruz METRO and are set forth in the contract. The Group shall provide identification cards for members which shall be satisfactory to Santa Cruz METRO and shall be responsible for fee collection.

E. Bulk Bus Pass Agreements

Santa Cruz METRO may enter into an agreement with a group to provide bulk bus pass purchases to that group at an agreed upon per pass rate. The Group must specify type of bus pass and the quantity desired so they can be invoiced properly.

F. METRO Cash Cards

Stored value “METRO Cash Cards” are available for persons wanting to ride Local Fixed Route or Highway 17 Express service with the convenience of not carrying dollar currency or coins. METRO Cash Cards are available in the following fixed denominations:

- \$10.00 METRO Cash Card
- \$20.00 METRO Cash Card
- \$30.00 METRO Cash Card
- \$40.00 METRO Cash Card

G. Service Charge on Return Checks

The service charge on returned checks is \$15.00.

Ordinance No. 84-2-1 of the Santa Cruz Metropolitan Transit District is hereby amended and shall become effective on April 22, 2011.

Passed and adopted by the Board of Directors on this 22nd day of April 2011, by the following vote:

Attachment A

Ordinance No 84-2-1
Page 3

AYES: Directors -

NOES: Directors -

ABSENT: Directors -

ABSTAIN: Directors -

ATTEST: _____
LESLIE R. WHITE
Secretary/General Manager

APPROVED: _____
ELLEN PIRIE
Chairperson

APPROVED AS TO FORM:

MARGARET GALLAGHER
District Counsel

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

Resolution No. 97-3-1

On the Motion of Director: Beiers

Duly Seconded by Director: Scott

The Following Resolution is Adopted:

**A RESOLUTION OF THE
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
REVISING RULES AND REGULATIONS GOVERNING APPLICATION
OF FARE ORDINANCE NO. 84-2-1 REGARDING BUS FARES**

WHEREAS, it is beneficial to the SANTA CRUZ METROPOLITAN TRANSIT DISTRICT, herein after referred to as the "DISTRICT", to maintain a bus fare schedule to facilitate efficient and economical transit service to the public; and

WHEREAS, the District Board of Directors adopted Fare Ordinance No. 84-2-1; and

WHEREAS, it is necessary to adopt a Resolution to govern the application of Fare Ordinance 84-2-1 to insure similar treatment for those who ride District buses.

NOW, THEREFORE, BE IT RESOLVED, that the Rules and Regulations set forth in this Resolution supersede all previous Fare Resolutions and amended versions thereof and are hereby adopted by the District Board of Directors and govern the application of Ordinance No. 84-2-1:

SECTION I: DEFINITIONS

For the purpose of these Rules and Regulations and the Fare Ordinance 84-2-1 certain terms are defined as follows:

1. **SENIOR PASSENGER (ELDERLY)**: Persons 62 years or older in possession of either a District Photo I.D. Card, a Medicare Card duly issued to that person pursuant to Federal law or other valid evidence of qualification i.e. birth certificate, drivers license, passport.
2. **INDIVIDUALS WITH DISABILITIES (HANDICAPPED)**: An individual in possession of a valid Medicare Card duly issued to that person pursuant to Federal law or a District Photo I.D. Card having been duly issued to that person upon completion of a District Certification form.

3. **DISTRICT PHOTO I.D. CARD:** Transit Discount Photo ID card issued at a cost of \$2.00 to senior passengers or individuals with disabilities who qualify for discounted fares. The District Photo I.D. is issued at any Metro Discount Photo I.D. Session. To obtain a District Photo I.D. Card, riders must meet the following criteria: Senior Passengers - must be age 62 or over. Proof of age must be verified with drivers license, Medicare Card, passport or other valid evidence of qualification; Individuals with Disabilities - proof of disability must be provided by completion of Metro Certification Form or a Medicare Card. The District Photo I.D. card or a medicare Card duly issued to that individual pursuant to Title II or XVIII of the Social Security Act must be shown upon boarding a District bus in order to obtain the discounted rate.
4. **OTHER DISCOUNT PHOTO I.D. CARDS:** Discount Photo I.D. Cards issued to senior passengers and individuals with disabilities by other public transit agencies shall be accepted as valid evidence to obtain a Senior Passenger/Individual with Disability Discount Cash Fare.
5. **PARATRANSIT CARD:** District operates a Paratransit Program for those unable to use fixed route buses. In order to qualify for the Metro Paratransit Program, passenger must complete a Metro Certification form and have it verified by a medical professional familiar with the disability. If approved, a Paratransit I.D. Card is issued. This card is used to make ride reservations on the Paratransit Program.
6. **METRO CERTIFICATION FORM:** Document used to verify disability. It must be completed by a Medical practitioner or other qualified person verifying that a passenger has a disability. Certification Forms can be picked up at Metro Center Information Booth or Requested by phone (425-8600) T.D.D. 425-8993.
7. **STUDENT:** Forty-six inches in height through 12th grade.
8. **ADULT STUDENTS:** An adult student can obtain student passes by participating in Adult education and showing approved identification and must meet District program regulations.
9. **T.A.:** Transportation Agency (Santa Clara).

SECTION II : AMENDMENTS

These Rules and Regulations may be amended by the affirmative votes of six members of the District Board of Directors at any regular or special meeting of the Board.

SECTION III: NO REFUNDS

Sales of all bus fares and bus passes are by final action. No refunds shall be made to any passenger. Bus fares and bus passes shall be paid with United States currency. Bus fares and bus passes are non-transferable.

SECTION IV: CHILD UNDER THE HEIGHT OF 46 INCHES WHEN ACCOMPANIED WITH FARE PAYING PASSENGER

A child under 46 inches in height only when accompanied by a fare paying passenger shall not be charged a fare. No more than three (3) children per paying passenger may ride free.

SECTION V: ATTENDANT TO A FARE PAYING INDIVIDUAL WITH A DISABILITY

Attendant to a fare paying individual with a disability rides free when evidence of disability is produced. (Discount Photo I.D. Card or equivalent identification.)

SECTION VI: FIXED ROUTE

A. BUS FARE

Exact fares shall be deposited into fare box by the passenger upon boarding the bus unless assistance by a bus operator is requested. The amount of the fare shall be determined by the rates set forth in Fare Ordinance 84-2-1. The bus operator is prohibited from making change. No bank checks shall be accepted by the bus operator. The fare rates used on District buses shall include the following:

- 1) Regular Bus Fare \$1.00;
- 2) Discount Senior Passenger or Individual with Disability Fare \$.40
(must also produce at time of purchase and use Medicare Card, District Photo I.D. Card, or equivalent identification).

B. DAY BUS PASS

A day bus pass is issued at a specified rate as set forth in Fare Ordinance 84-2-1 and allows an individual to ride any District bus on any regularly scheduled District route. There is a 20% discount for purchases of more than 100 Day Passes. Day passes are not transferable. Types of day passes include the following:

- 1) Regular Daily Pass \$3.00;
- 2) Discount Senior Passenger/Individual with Disability Daily Pass \$1.10
(must also produce at time of purchase and use Medicare Card, District Photo I.D. Card, or equivalent identification).

C. FIVE DAY BUS PASS

A bus pass that is valid for any 5 days subject to the expiration date provided on the pass. The Bus Operator shall issue a day pass valid only on date of issuance in exchange for a punch on the five day pass. Types of five day passes include:

- 1) Regular Five Day Pass - \$15.00
- 2) Discount Senior Passenger And Individual With Disability Five Day Pass - \$ 5.00

Must produce at time of purchase and use District Photo I.D. Card, Medicare Card or equivalent identification.

D. MONTHLY BUS PASS

A monthly bus pass is valid only for the month of issuance on all regularly scheduled District routes. Quantity discounts shall be available only by purchase from the District. The following discounts shall apply to quantity purchases of the standard monthly pass:

12-50 monthly passes	10% Discount
51-100 monthly passes	15% Discount
More than 100	20% Discount

Types of monthly bus passes include:

- 1. REGULAR MONTHLY PASS \$40.00
- 2. DISCOUNT SENIOR PASSENGER AND INDIVIDUAL WITH DISABILITY MONTHLY PASS - \$14.00

No discounts shall apply to quantity purchases. Must produce District Photo I.D. Card, Medicare Card or valid evidence of qualification at time of purchase and use.

- 3. STUDENT, 46 inches in height through 12th GRADE MONTHLY PASS - \$30.00

No discounts shall apply to quantity purchases. Must produce valid evidence of qualification at time of use and purchase.

SECTION VII: HIGHWAY 17 EXPRESS ROUTE

- | | | |
|----|------------------------------------------------------------------------------------------|---------------|
| A. | Regular Express Bus Fare (One Way) | 2.25 |
| | Discount Bus Fare-Senior Passenger/Individual with Disability
(9:30 a.m. - 2:30 p.m.) | 1.00 |
| | Regular Day Pass | 4.50 |
| | Regular Day Pass with surrender of SCMTD Day Pass | 3.50 |
| | Regular Day Pass with surrender of T.A. Day Pass | 3.50 |
| | Regular Day Pass with Cal Train Monthly Ticket & Peninsula Pass
Monthly Pass | 2.50
65.00 |
- B. Day Passes issued for the Highway 17 Services will be honored on all District buses and T.A. Services for unlimited rides on the day specified.
- C. Persons boarding the Highway 17 Service with a T.A. or District Day Pass will receive \$1.00 credit towards the purchase of a Highway 17 day pass.
- D. Persons boarding with a Cal Train Monthly Pass and Peninsula Pass sticker receive \$2.00 credit towards the purchase of a Highway 17 Day Pass.
- E. The Highway 17 Monthly Pass will be honored on all District and T.A. services for unlimited rides in the calendar month shown.

SECTION VIII: PARATRANSIT SERVICE

The fare for a one way trip on a Paratransit vehicle is \$2.00.

SECTION IX: GROUP PASS CONTRACT RATE

A reduced rate available to members of a group only upon execution of a service agreement between the group and the District. Group shall provide identification cards for members which shall be satisfactory to the District and shall be responsible for fee collection. Group shall pay District for service in response to monthly billing by District. Cost of service for partial months shall be prorated. No other discounted rate shall be applicable with this group pass rate. The agreement shall include as a minimum the following items:

1. Definition of people included in group.
2. Dates during which pass is valid.
3. Methods of billing.

PASSED AND ADOPTED this 21st day of March, 1997, by the following vote:

AYES: Directors - Almqvist, Beattie, Beautz, Beiers, Cavallaro, Gabriel, Graves,
Hinkle, Rotkin, Scott

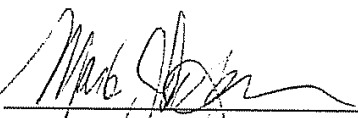
NOES: Directors -

ABSENT: Directors - Rios

ABSTAIN: Directors -

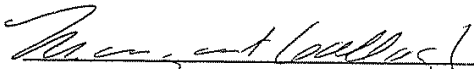
APPROVED 

MIKE ROTKIN
Chairperson

ATTEST 

MARK J. DORFMAN
Acting General Manager

APPROVED AS TO FORM:



MARGARET GALLAGHER
District Counsel

ORDINANCE NO. 84-2-1 As Amended

**AN ORDINANCE OF THE
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
ESTABLISHING SCHEDULE FOR BUS FARES**

Be it enacted by the Board of Directors of the Santa Cruz Metropolitan Transit District as follows:

SECTION I: FARE SCHEDULE - SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

A. Fixed Route Service

Regular Bus Fare	1.50
Discount Bus Fare - Senior Passenger/Individual with Disability *	.75
Regular Day Pass	4.50
Discount Day Pass - Senior Passenger/Individual with Disability *	2.25
Regular Convenience Card	22.00
Discount Convenience Card - Senior Passenger/Individual with Disability *	11.25
31 Consecutive Day Pass	50.00
Discount 31 Consecutive Day Pass - Senior Passenger/Individual with Disability *	25.00
Student 31 Consecutive Day Pass	35.00
School Student Field Trip Rate	25.00

* To obtain Discount Fare passenger must produce a Santa Cruz METRO Photo I.D. Card or other approved identification.

B. Highway 17 Express Bus Service Options

Regular Express Bus Fare (One Way)	5.00
Discount Bus Fare-Senior Passenger/Individual with Disability	2.50
Regular Day Pass	10.00
Regular Day Pass with surrender of Santa Cruz METRO Day Pass	4.00
Regular Day Pass with surrender of VTA Day Pass	4.00
Regular Day Pass with 2 Zone minimum Cal Train Monthly Pass	4.00
Regular Day Pass with VTA Express Single Ride	2.00
31 Consecutive Day Pass	113.00

C. Paratransit Service

Regular Paratransit Fare (One Way)	3.00
------------------------------------	------

Ordinance No 84-2-1
Page Two

D. Group Pass Contract Rate

Fares for individuals of the group are determined through negotiations between the group and Santa Cruz METRO and are set forth in the contract.

E. Service Charge on Return Checks

The service charge on returned checks is \$15.00.

Ordinance No. 84-2-1 of the Santa Cruz Metropolitan Transit District is hereby amended and shall become effective on December 1, 2010.

Passed and adopted by the Board of Directors on this 19th day of November 2010, by the following vote:

AYES: Directors - Bustichi, Hagen, Hinkle, Leopold, Pirie, Rivas, Robinson, Rotkin, Tavantzis

NOES: Directors - None

ABSENT: Directors - Graves, Stone

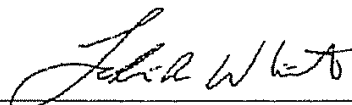
ABSTAIN: Directors - None

APPROVED:



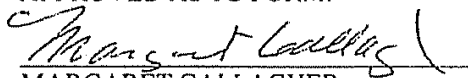
ELLEN PIRIE
Chair

ATTEST:



LESLIE R. WHITE
Secretary/General Manager

APPROVED AS TO FORM:



MARGARET GALLAGHER
District Counsel

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Regulation Number: AR-1028

Computer Title: Discount Fare.doc

Effective Date: March 27, 2009

Pages: 11

TITLE: OLDER ADULT AND PERSONS WITH DISABILITIES FIXED ROUTE DISCOUNT FARE PROGRAM

Procedure History

NEW POLICY	SUMMARY OF POLICY	APPROVED
March 27, 2009	New Policy	DB

I. POLICY

- 1.01 It is the policy of the Santa Cruz Metropolitan Transit District (METRO) that older adult persons and persons with disabilities or an individual presenting a Medicare card, will be charged a discounted fare for transportation on METRO's fixed route service.
- 1.02 This policy sets forth the criteria that METRO employees must follow in order to insure that qualified individuals receive the discount that is allowed by this regulation.

II. APPLICABILITY

- 2.01 This policy is applicable to METRO employees and qualified individuals using the fixed route service.

III. DEFINITIONS

- 3.01 **"Discount Fare"** means one-half the regular fare.
- 3.02 **"Older Adult"** means any person who is at least 62 years old.
- 3.03 **"Individual with a Disability"** means an individual whose disability and/or medical condition meets one or more of the categories set forth in Section 4.04, or an individual who has one of the valid documents listed in Section 4.01(b) of this policy.
- 3.04 **"Temporary Disability"** means an individual whose disability and/or medical condition meets one or more of the categories set forth in Section 4.04, and that disability is not permanent.

IV. ELIGIBILITY

4.01 To qualify for a **discount** fare or ticket pursuant to this policy, a qualified individual must present one of the following to the bus operator, transit center ticket agent, or at a METRO Pass Outlet (See Section VIII) when paying a fixed route fare:

a. **For Older adult (at least 62 years of age):**

- i.) METRO Discount Photo Identification Card;
- ii.) METRO ParaCruz Identification Card;
- iii.) Paratransit Identification Card issued by another Transit Agency;
- iv.) Senior Citizen Identification Card;
- v.) Discount Photo Identification Card issued by another Transit Agency;
- vi.) Identification that displays date of birth (i.e. passport, or birth certificate);
- vii.) Current State Driver's License, or current State Identification Card;

b. **For Persons with Disabilities:**

- i.) METRO Discount Photo Identification Card;
- ii.) METRO ParaCruz Identification Card;
- iii.) Paratransit Identification Card issued by another Transit Agency;
- iv.) Discount Photo Identification Card issued by another Transit Agency;
- v.) Medicare Identification Card;
- vi.) Identification Card for a California Disabled Parking Placard;
- vii.) Proof of Veterans Disability-a copy of valid Service Connected Disability Identification Card or a Veterans Administration Certification demonstrating a disability rating for aid and attendance or a service-connected disability with a rating level of 50% or higher.

4.02 To qualify for a METRO **Discount Fare Card**, an applicant must provide METRO Customer Service with one of the valid documents listed in Section 4.01(a) or 4.01(b) of this policy.

4.03 If an individual does not have one of the valid identification cards listed in Section 4.01(a) or 4.01(b) of this policy, he/she may still be eligible for a METRO **Discount**

Fare Card. An additional way to qualify for a METRO **Discount Fare Card** is to submit a completed “Professional Verification of Disability Status” (*Attachment A*). Attachment A must identify the appropriate eligibility category from Section 4.04 and must be completed by one of the following licensed professionals for such category:

- a. Licensed physicians with a Doctor of Medicine (M.D.) or Doctor of Osteopathic Medicine (D.O.) degree, licensed physician’s assistants and nurse practitioners may certify in all categories in which they are licensed to diagnose;
- b. Licensed chiropractors, may certify in categories 1,2, 3 and 4;
- c. Licensed podiatrists, may certify disabilities involving the feet under categories 1,2,3 and 4;
- d. Licensed optometrists, may certify in category 9;
- e. Licensed audiologists, may certify in category 10;
- f. Licensed clinical psychologists and licensed educational psychologists, may certify in categories 12, 15, 16 and 17;
- g. Licensed marriage and family counselors (MFCC) and licensed clinical social workers (LCSW) may certify in Category 17.

4.04 To qualify for METRO **Discount Fare Card** based on a disability, the individual must meet one of the following categories as determined by a qualified individual identified in Section 4.03:

1. **Non-ambulatory Disabilities**—Impairments that, regardless of cause, require individuals to use a wheelchair for mobility;
2. **Mobility Aids**—Impairments that cause individuals to walk with significant difficulty, including individuals using a leg brace, cane walker, or crutches to achieve mobility;
3. **Musculo-Skeletal Impairment (Including Arthritis)**—Musculo-skeletal impairment such as muscular dystrophy, osteogenesis imperfecta or any type of arthritis; such as functional Class III or anatomical Stage III;
4. **Amputation** – Persons who suffer amputation of, or anatomical deformity of (i.e. loss of major function due to degenerative changes associated with vascular or neurological deficits, traumatic loss of muscle mass or tendons and x-ray evidence of bony or fibrous ankylosis at an unfavorable angle, joint subluxation or instability): (a) both hands; or (b) one hand and one foot; or (c) amputation of lower extremity at or above the tarsal region (one or both legs);
5. **Cerebrovascular Accident (Stroke)**—With one of the following: (a) pseudobulbar palsy; or (b) functional motor deficit in any of two

- extremities; or (c) ataxia affecting two extremities substantiated by appropriate cerebellar signs or proprioceptive loss post 4 months.
6. **Pulmonary Ills**—Respiratory Impairments of Class 3 and 4. Class 3: FVC between 51 percent and 59 percent of predicted; or FEV between 41 percent and 59 percent of predicted. Class 4: FVC less than or equal to 50 percent of predicted; or FEV less than or equal to 40 percent of predicted.
 7. **Cardiac Ills**—Cardiovascular impairments of functional Class III or IV. Functional Classification: Class III: Individuals with cardiac disease resulting in marked limitation of physical activity. They are comfortable at rest. Less than ordinary physical activity causes fatigue, palpitation, dyspnea or anginal pain. For instance, inability to walk one or more level blocks or climbing a flight of ordinary stairs. Class IV: Individuals with cardiac disease resulting in inability to carry out any physical activity without discomfort. Symptoms of cardiac insufficiency or of the anginal syndrome may be present even at rest. If physical activity is undertaken, discomfort is increased.
 8. **Dialysis**—Individuals whose disability requires the use of a kidney dialysis machine.
 9. **Sight Disabilities**—Those individuals whose vision in the better eye, after best correction, is 20/200 or less; or those individuals whose visual field is contracted (commonly known as tunnel vision): (a) to 10 degrees or less from a point of fixation; or (b) so the widest diameter subtends an angle no greater than 20 degrees; and (c) individuals who are unable to read information signs or symbols for other than language reasons.
 10. **Hearing Disabilities**—Deafness or hearing incapacity that makes an individual unable to communicate or hear warning signals, including only those persons whose hearing loss is 70 dba or greater in the 500, 1000, 2000 Hz. Ranges.
 11. **Disabilities of Incoordination**—Individuals suffering faulty coordination or palsy from brain, spinal or peripheral nerve injury and any person with a functional nerve injury and any person with a functional motor deficit in any two limbs or who suffers manifestations which significantly reduce mobility, coordination or perceptiveness not accounted for in previous categories;
 12. **Intellectual Disability**—Individuals characterized by significant limitations both in intellectual functioning and in adaptive behavior as expressed in conceptual, social, and practical adaptive skills. This disability generally originates during the developmental period before the age of 18 or as the result of illness or accident later in life and is

associated with impairment in adaptive behavior (a general guideline is an IQ which is more than two standard deviations below the norm).

13. **Cerebral Palsy**—A disorder dating from birth or early infancy or as the result of illness or accident later in life, non-progressive, although if not treated there is marked regression in functioning characterized by examples of aberrations of motor functions (paralysis, weakness, incoordination) and often other manifestations of organic brain damage such as sensory disorders, seizures, mental retardation, learning difficulty and behavioral disorders.
14. **Epilepsy (Convulsive Disorder)**—A clinical disorder involving impairment of consciousness, characterized by seizures (e.g., generalized, complex partial, major motor, grand mal, petit mal or psychomotor), occurring more frequently than once a month in spite of prescribed treatment, with (a) diurnal episodes (loss of consciousness and convulsive seizure); (b) nocturnal episodes which show residual interfering with activity during the day; or (c) a disorder involving absence (petit mal) or mild partial (psychomotor) seizures occurring more frequently than once per week in spite of prescribed treatment with 1) Alteration of awareness or loss of consciousness; and 2) Transient postictal manifestations of conventional or antisocial behavior. Person exhibiting seizure-free control for a continuous period of more than six (6) months duration are not included in the statement of Epilepsy defined in this category.
15. **Infantile Autism**—A syndrome described as consisting of withdrawal, very inadequate social relationships, language disturbance and monotonously repetitive motor behavior. Many children with autism will also be seriously impaired in general intellectual functioning. This syndrome usually appears before the age of six and is characterized by severe withdrawal and inappropriate response to external stimuli.
16. **Neurological Impairment**—A syndrome characterized by learning, perception and/or behavioral disorders of an individual who's IQ is not less than two standard deviations below the norm. These characteristics exist as a result of brain dysfunctions (any disorder in learning using the senses), neurologic disorder or any damage to the central nervous system, whether due to genetic, hereditary, accident or illness factors. This section includes people with severe gait problems who are restricted in mobility.
17. **Mental Disorders**—Individuals whose mental impairment substantially limits one or more of their major life activities. This includes inability to learn, work or care for oneself. A principal diagnosis from the SSM IV classification in one of the following areas is required for eligibility: Organic Mental Disorders, Schizophrenic Disorders, Paranoid Disorders, Psychotic Disorders not elsewhere classified, Affective

Disorders, Somata Form Disorders, Dissociative Disorders, Adjustment Disorders, Psychological Factors Affecting Physical Condition, and Post Traumatic Stress Syndrome. These diagnoses must be at Class 3 to 5 levels:

- Class 3-Moderate Impairment. Levels compatible with some, but not all, useful functions.
- Class 4-Marked Impairment. Levels significantly impede useful functioning.
- Class 5-Extreme Impairment. Levels preclude useful functioning.

(**Note:** If a person's disorder is in remission or primary incapacity is acute or chronic alcoholism or drug addiction, they are specifically excluded from discount fare eligibility.)

18. **Chronic Progressive Debilitating Disorders**—Individuals who experience chronic and progressive debilitating diseases that are characterized by constitutional symptoms such as fatigue, weakness, weight loss, pain and changes in mental status that, taken together, interfere in the activities of daily living and significantly impair mobility. Examples of such disorders include: (a) Progressive, uncontrollable malignancies (i.e., terminal malignancies or malignancies being treated with aggressive radiation or chemotherapy); (b) Advanced connective tissue diseases (i.e., advance stages of disseminated lupus erythematosus, scleroderma or polyarteritis nodosa); (c) Symptomatic HIV infection (i.e., AIDS or ARC) in CDC defined clinical categories B and C.

19. **Multiple Impairments**—This category may include, but not be limited to, persons disabled by the combined effects of more than one impairment, including those related to age. The individual impairments themselves may not be severe enough to qualify as a Transit Dysfunction; however, the combined effects of the disabilities may qualify the individual for the program.

V. PURCHASING METRO DISCOUNT ID CARDS

- 5.01 An eligible individual may purchase a **METRO Discount Fare Card** at either of the following locations at the times indicated:
- a. Santa Cruz Metro Center (Pacific Station) Information Booth on weekdays. Please contact (831-425-8600) METRO for specific times.
 - b. Watsonville Transit Center at West Lake and Rodriguez Streets every Tuesday generally. Please contact (831-425-8600) METRO for specific times.

Policy and Regulation

Page 7 of 11

- 5.02 An eligible individual must present one of the forms of Identification listed in Section 4.01 or other acceptable proof of age in order to qualify for a METRO Discount Fare Card based on being 62 years of age or older.
- 5.03 a. To purchase a **METRO Discount Fare Card** based on disability without proof of disability set forth in Section 4.01(b), the individual must provide a completed “Professional Verification of Disability Status” (*Attachment A*). Attachment A must be certified by a licensed medical practitioner or other licensed professional verifying that the individual has a disability (see Section IV), which may qualify the individual for a discounted fare.

*** Verification of Disability Status Forms can be picked up at:**

Santa Cruz Metro Center (Pacific Station) Information Booth, or requested by phone at (831) 425-860;

METRO’s Accessible Services Coordinator at (831) 423-3868 or the California Relay System at 800-735-2929.

The forms are also available on-line at METRO’s website:

www.scmtd.com

- b. **COST OF DISCOUNT ID CARD:** Those eligible individuals will pay \$2.00 for the Card, \$2.00 for the first replacement of a lost card, and \$5.00 for the replacement of a lost card thereafter.
- 5.04 Children (under the age of 18) of METRO passengers using Metro Discount Photo ID Cards can ride at the discounted rate when accompanying their qualifying parent. Parents must complete a registration form (*Attachment B*), available at the Santa Cruz Metro Center (Pacific Station) and Watsonville Transit Centers to qualify for this extended coverage. The registration form is also available on METRO’s website (www.scmtd.com).

VI. PERSONAL CARE ATTENDANTS

- 6.01 Persons with Disabilities are eligible to have one personal care attendant travel with him/her without paying a second fare. To qualify, the Verification of Disability Status Form must indicate a need for a Personal Care Attendant, which is certified by a licensed medical practitioner or other licensed professional. Upon acceptance by METRO, the eligible individual will be provided with specific identification that authorizes transportation with one Personal Care Attendant.
- 6.02 An individual who has a METRO Discount Fare Card or Paratransit Card issued by another Transit Agency, or a METRO ParaCruz Eligibility Card, which indicates the need for one Personal Care Attendant, may ride on METRO’s fixed route with one Personal Care Attendant without paying a second fare.

VII. TEMPORARY DISABILITIES

- 7.01 Persons with temporary disabilities, who meet one or more of the Categories listed in Section 4.04 of this Policy, may qualify for a Temporary (non-permanent) **METRO Discount Fare Card** (Peach colored Discount Card).
- 7.02 This Temporary Discount Fare Card will reflect an expiration date, which corresponds with the individual's "Certification of Disability Status" Form. Once expired, the person would be required to receive a new "Certification of Disability Status" Form from a licensed professional in Section 4.03 in order to extend his/her **METRO Discount Fare Card**.

VIII. METRO PASS OUTLETS

- 8.01 METRO Bus Passes can be purchased starting five working days prior to the beginning of the month at the following locations:

APTOS

*Community Bridges/Lifeline, 236 Santa Cruz Avenue

BOULDER CREEK

Boulder Creek Pharmacy, 13081 Highway 9

CAPITOLA

SaveMart Supermarket, 1475 – 41st Avenue

FELTON

Felton Pharmacy (inside New Leaf Market), 6240 Highway 9

LIVE OAK

*Live Oak Family Resource Center, 1438 Capitola Road

SANTA CRUZ

*Metro Center, 920 Pacific Avenue

*Emily's Bakery, 1129 Mission Street (Mission & Laurel)

*Walgreen's Pharmacy, 1718 Soquel Avenue

SCOTTS VALLEY

*Epic Adventure Games, 222 Mt. Hermon Road, Suite A

WATSONVILLE

SaveMart Supermarket, 1465 Main Street

Watsonville Transit Center, 475 Rodriguez Street

*Highway 17 Monthly Pass sold only at these locations. All bus passes, including the Highway 17 Monthly may also be purchased by mail using the order form provided inside the *Headways* bus schedule.

IX. ORDER PASSES BY MAIL

9.01 Individuals who currently hold a valid METRO **Discount Fare Card**, or have previously purchased Discounted Passes and are on file with Santa Cruz METRO, can order bus passes by mail. The form is available in the *METRO Headways*, or at the METRO Information Booth (Pacific Station). Mail the completed form along with a self-addressed, stamped envelope to:

**Santa Cruz Metro
920 Pacific Avenue, Suite 21
Santa Cruz, CA 95060**

9.02 Please allow 7 business days from the date the order is received by METRO. If you have any questions regarding orders for discount passes, call (831) 425-3822.

X. ADMINISTRATION OF REGULATION

10.01 The Operations Manager or designee is responsible for the following:

- a. Ensuring that this regulation is disseminated to all existing fixed route drivers, customer service agents and transit center ticket agents.
- b. Ensuring that this regulation is disseminated to all new and future fixed route drivers, customer service agents and transit center ticket agents.
- c. Providing guidance, training and assistance to all employees, customer service agents and transit center ticket agents who are responsible for issuing METRO Discount ID Cards and passes.

10.02 METRO will integrate the METRO Discount Fare Card Program into its Policies and Procedures.

Attachment A

PROFESSIONAL VERIFICATION OF DISABILITY STATUS

I, _____ agree to the release of the medical information disclosed on this form to the Santa Cruz Metropolitan Transit District for the purpose of METRO Discount Fare eligibility.

INDIVIDUAL'S SIGNATURE: _____ **Date:** _____

Date of Birth: _____

*This portion of form to be completed by a **Licensed Professional** as described in Regulation # __, Section 4.03 (i.e.: licensed physician, chiropractor, podiatrist, optometrist, audiologist, clinical psychologist, marriage & family counselor, as appropriate, based on disability category).

PROFESSIONAL VERIFICATION:

The above named individual has requested a Discounted Fare from Santa Cruz METRO Transit District. By my signature, I certify that the information below is true and correct. **I have reviewed the eligibility criteria as outlined in Regulation # __ Section IV re: Eligibility and determined that my client is eligible for this program.**

The individual identified above is eligible for a discounted fare, due to his/her illness, injury, or incapacity, as listed below: (Check all that apply)

- The above named individual is a person who by reason of illness, injury, age, congenital malfunction, or other permanent or temporary incapacity or disability (including, any individual who is a wheelchair user or has semi-ambulatory capabilities), is unable, without special facilities, planning, or design, to utilize public transportation facilities and services as effectively as a person who is not so affected. (*See Section 4.04 for Category descriptions). Please list the Category disability that this individual has _____.
- The Disability is permanent.
- The disability is not permanent and will expire on _____.
- The above named individual requires the use of a **Personal Care Attendant (PCA)**.
How long do you anticipate the need for a PCA?
 Permanent; or Temporary

(Specify expiration date)

Signature of Licensed Professional: _____ **Date:** _____

Print Name of Licensed Professional: _____

Professional Title: _____ **License Number:** _____

Address: _____

Telephone: () _____

Attachment D



Attachment B

**REQUEST FOR REDUCED CHILDREN'S FARE
WITH DISABILITY I.D. CARD**

I wish to request certification to allow my children, under the age of 18, (listed below) to travel with me when I use my Disability ID Card and pay the Disability Reduced Fare while traveling on METRO Fixed Route service.

CHILDREN:

Name: _____

Name: _____

Name: _____

Name: _____

Disability ID Card Holder:

Print Name: _____

Address: _____

Signature: _____ *Date:* _____

After completing the top portion of this form, please submit the completed form to the Customer Service Agent at Santa Cruz Metro Center (Pacific Station), or Watsonville Transit Center. The Customer Service Agent will then place a sticker on your Discount ID Card, which allows you to pay Discount Fare for your children when they accompany you on METRO Fixed Route bus service.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 22, 2011
TO: Board of Directors
FROM: Robyn Slater, Human Resources Manager
SUBJECT: PRESENTATION OF EMPLOYEE LONGEVITY AWARDS

I. RECOMMENDED ACTION

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

II. SUMMARY OF ISSUES

- None.

III. DISCUSSION

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

IV. FINANCIAL CONSIDERATIONS

None.

V. ATTACHMENTS

Attachment A: Employee Recognition List

Prepared by: Tony Tapiz, Administrative Services Coordinator
Date Prepared: April 15, 2011

Attachment A
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
EMPLOYEE RECOGNITION

TEN YEARS

Bruce Rhodes,	Fleet Maintenance Supervisor
Reed Rylander,	Lead Mechanic

FIFTEEN YEARS

David Mahan,	Transit Supervisor
David Valdez,	Vehicle Service Technician
Michelle Fitzpatrick,	Bus Operator

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 22, 2011

TO: Board of Directors

FROM: Leslie R. White, General Manager

SUBJECT: CONSIDERATION OF PROVISION OF A BUS AND OPERATOR TO SUPPORT THE UNITED TRANSPORTATION UNION LOCAL 23 SENIOR DINNER SCHEDULED TO BE HELD MAY 14, 2011.

I. RECOMMENDED ACTION

That the Board of Directors approve becoming a Sponsor of the United Transportation Union Senior Dinner scheduled to be held on May 14, 2011 by providing a bus and operator for the event.

II. SUMMARY OF ISSUES

- For many years the United Transportation Union Local 23 (UTU 23) sponsored a Dinner for Senior Citizens in Santa Cruz County.
- Bonnie Morr, Chair, UTU 23 has informed METRO that the UTU 23 will sponsor the Senior Dinner this year and has scheduled the event to be held on May 14, 2011. The location for the event is the Santa Cruz Senior Center on Market Street which does not lend itself to convenient access by users of public transit. Therefore, UTU 23 has requested that METRO become a Senior Dinner Sponsor by providing a bus and driver to assist riders in attending the event.
- In prior years METRO has been a Sponsor of the Senior Dinner and has provided a bus and operator to provide transportation services for senior citizens who would like to attend the senior dinner, but do not have transportation services available.
- By becoming a Sponsor of the UTU Senior Dinner METRO improves the relations with the senior riders of the system and provides a valuable benefit to citizens who rely on public transit.
- METRO staff recommends that the Board of Directors approve the provision of a bus and operator to assist UTU 23 in the provision of the Senior Dinner.

III. DISCUSSION

For many years the United Transportation Union Local 23 (UTU 23) has sponsored a Dinner for Senior Citizens in Santa Cruz County.

Bonnie Morr, Chair, UTU 23 has informed METRO that the UTU 23 will sponsor the Senior Dinner this year and has scheduled the event to be held on May 14, 2011. The location for the

event is the Santa Cruz Senior Center on Market Street which does not lend itself to convenient access by users of public transit. In prior years METRO has provided a bus and operator to provide transportation services for senior citizens who would like to attend the senior dinner, but do not have transportation services available.

By becoming a Sponsor of the UTU Senior Dinner METRO improves the relations with the senior riders of the system and provides a valuable benefit to citizens who rely on public transit services.

METRO staff recommends that the Board of Directors approve METRO becoming a Sponsor of the UTU Senior Dinner.

IV. FINANCIAL CONSIDERATIONS

The provision of a bus and operator to support the UTU 23 Senior Dinner would cost approximately \$600.00. Funds to support this event are available in the FY 2011 METRO Operating Budget.

V. ATTACHMENTS

Attachment A: April 4, 2011 Letter from UTU 23 Chair Bonnie Morr

Attachment A



Bonnie L. Morr
Alternate Vice President - West
525 Palm Street
Santa Cruz. CA 95060

Cell: (831)-588-1857
Business: 831-423-0319
E-mail: bonniemorr@sbcglobal.net

April 4, 2011

Leslie White, General Manager
Santa Cruz Metropolitan Transit District
110 Vernon Street
Santa Cruz, CA 95060

Dear Mr. White,

The United Transportation Union, Local 23 will be holding its annual Senior Dinner this year on May 14, 2011.

In the past the Union honored our senior riders in the community by sponsoring a free dinner with entertainment. The Transit District has participated as a supporter by allowing us the use of a bus, with specific routing.

The United Transportation Union Local 23 would like to request the same level of service as in previous years. The Union will highlight the Districts participation both on our flyers and in the Newspaper ads.

We would like to thank you in advance for your consideration of this request in honoring the senior riders of our community.

Thank you,

Elizabeth Woodbridge
President UTU Local 23

Bonnie Morr
Chair UTU Local 23



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 22, 2011

TO: Board of Directors

FROM: Ellen Pirie, Chair, Board of Directors

**SUBJECT: CONSIDERATION OF THE FOLLOWING SUBCOMMITTEE
RECOMMENDATIONS TO BALANCE THE FY12 OPERATING BUDGET AND
FUTURE FISCAL YEAR OPERATING BUDGETS:**

- 12% GEOGRAPHIC SERVICE REDUCTION
- USE OF APPROXIMATELY \$1.5M IN RESERVES
- INITIATE NEGOTIATIONS TO ACHIEVE AN AGREEMENT WITH GREYHOUND FOR TICKET AGENT RESPONSIBILITIES EFFECTIVE JANUARY 2012
- INITIATE PROCESS FOR A FARE INCREASE OF \$.50 ON THE BASE FARE WITH CORRESPONDING FARE INCREASES IN ALL OTHER CATEGORIES

I. RECOMMENDED ACTION

That the Board of Directors consider the following recommendations from the BOD Subcommittee to balance the FY12 Operating Budget and future fiscal year Operating Budgets:

- 12% Geographic Service reduction
- Use of approximately \$1.5M in reserves
- Initiate negotiations to achieve an agreement with Greyhound for ticket agent responsibilities effective January 2012
- Initiate process for a fare increase of \$.50 on the base fare with corresponding fare increases in all other categories

II. SUMMARY OF ISSUES

- Currently, the Santa Cruz METRO Board of Directors is facing difficult decisions regarding budget stability and the service levels provided to the public.
- The current anemic economy and the federal ADA complimentary paratransit service requirements, that legally must be provided, have resulted in multi-year budgetary shortfalls.
- Due to budgetary shortfalls related to the Federal, State and Local economic conditions, current levels of service are unsustainable.

- The Board agreed to form a subcommittee to review the composition, framework and recommend strategy of the four (4) areas General Manager Leslie R. White outlined at the March 25, 2011 Board of Director meeting:
 - Service Reductions
 - Use of Reserves
 - Contractual Concessions and Unfunding of Positions
 - New Revenue Sources
- The Subcommittee met on April 11, 2011 and formulated the following recommendations to balance the FY12 Operating Budget and future fiscal year Operating Budgets:
 - 12% geographic service reduction implemented in the Fall of 2011
 - Use of approximately \$1.5M in reserves
 - Initiate negotiations to achieve an agreement with Greyhound for ticket agent responsibilities effective January 2012
 - Initiate the process for a fare increase of \$.50 on the base fare with corresponding fare increases in all other categories

III. DISCUSSION

Currently, the Santa Cruz METRO Board of Directors is facing difficult decisions regarding budget stability and the service levels provided to the public. The current anemic economy and the federal ADA complimentary paratransit service requirements, that legally must be provided, have resulted in multi-year budgetary shortfalls. Due to budgetary shortfalls related to the Federal, State and Local economic conditions, current levels of service are unsustainable.

The Board agreed to form a subcommittee to review the composition, framework and recommend strategy of the four (4) areas General Manager Leslie R. White outlined at the March 25, 2011 Board of Director meeting:

- Service Reductions
- Use of Reserves
- Contractual Concessions and Unfunding of Positions
- New Revenue Sources

The following members are on the committee:

- Director John Leopold
- Director Daniel Dodge
- Director Dene Bustichi
- Director Hillary Bryant
- Director Ellen Pirie

The Subcommittee met on April 11, 2011 and formulated the following recommendations to balance the FY12 Operating Budget and future fiscal year Operating Budgets:

- 12% geographic service reduction implemented in the Fall of 2011
- Use of approximately \$1.5M in reserves
- Initiate negotiations to achieve an agreement with Greyhound for ticket agent responsibilities effective January 2012
- Initiate the process for a fare increase of \$.50 on the base fare with corresponding fare increases in all other categories

The area of Contractual Concessions and Unfunding of Positions was discussed and the subcommittee's recommendation will be presented for discussion in closed session.

12% Geographic Service Reduction implemented in the Fall of 2011

At the March 25, 2011 Board of Directors meeting, the Board of Directors broadly discussed service reductions. At that meeting, staff was directed to plan service reductions with the following priorities:

- Maintain as much geographic coverage throughout Santa Cruz County as possible
- Reduce fixed route service in a manner that does not impact the complimentary Paratransit service known as ParaCruz
- Examine reduced frequency of transit service along appropriate transit corridors
- Investigate reducing the number of bus stops along appropriate routes to facilitate quicker travel times
- Ensure route schedules correspond with class times for schools around Santa Cruz County

At the April 8, 2011 Board of Director meeting, a new 12% Service Reduction Option based on geography was presented. Four (4) geographic areas were proposed to no longer have fixed route service but still reside within the ¾ mile requirement for Paratransit service:

- Highway 1 between Cement plant Road and Waddell Creek
- Highway 236 between China Grade and Big Basin State Park (weekends only)
- Mar Vista Loop on Routes 54 and 55
- 26th to East Cliff to 30th Loop on Route 68

The majority of the current routes were modified in some way from our current configuration, four (4) routes were not affected, six (6) routes were eliminated, and one route was created by combining two (2) current routes.

At the April 11, 2011 Subcommittee meeting, the recommendation of the subcommittee is to move forward in the public process for a 12% geographic service reduction to be implemented in the Fall of 2011 with a proposed savings of approximately \$1.4M per year to balance the FY12 Operating Budget and future fiscal year Operating Budgets going forward.

Use of approximately \$1.5M in reserves

At the April 8, 2011 Board of Directors meeting, the Board of Directors were presented with the three areas of funds that Santa Cruz METRO uses to sustain the Operating and Capital budgets on a daily basis.

The **Operating Reserve Account** is made up of the following;

- Cash Flow Reserve
- Workers Compensation
- Liability Insurance
- Carryover from Previous Year
- GASB 45 – OPEB Liability

All of these Operating reserve accounts were reviewed in detail for available funds. None of the accounts are currently funded at the Board adopted minimum balance therefore no recommendation was made to use any of these reserve accounts.

The **Capital Reserve Retained Earnings Account** is made up currently of prior year State Transit Assistance (STA) and Reserved Retained Earnings from prior years. These funds have been used historically for ongoing annual Capital projects and as a capital cash flow reserve account to fund large capital projects such as the Metrobase project, bus procurements, Pacific Station right-of-way acquisition, fare boxes, paratransit vans, bus stops, transit management technology systems and the CNG tank projects. All of these projects are funded by using funds in this account and then being reimbursed usually up to 80% by the agency who we received the grant from.

The **Restricted County Treasury Accounts** are held in restricted accounts at the County Treasury for specific Capital Projects and are restricted from being used for operating or any other expenses not directly related to the Capital project. These include the Public Transportation Modernization, Improvement, and Service Enhancement (PTMISEA) Account, the Lawsuit/Sakata account, and the 1B State Security Bond Fund account.

At the April 11, 2011 Subcommittee meeting, the recommendation of the subcommittee is to use approximately \$1.5M in Capital Reserve Retained Earnings to balance future fiscal year Operating Budgets.

Initiate negotiations to achieve an agreement with Greyhound for ticket agent responsibilities effective January 2012

On October 29, 2010 a Special Board of Directors meeting was held and the Board of Directors authorized the General Manager to execute a six-month lease with Greyhound for Greyhound Transit/Package services to be operated out of Pacific Station by the Greyhound ticket agent. Over the past few months, Santa Cruz Metro staff has worked with Greyhound on the renovation of the Santa Cruz Metro Customer Service Booth to integrate in the Greyhound ticket agent, demolish the Greyhound building and create the bus parking lot on the property we bought from Greyhound known as 425 Front Street.

At the April 11, 2011 Subcommittee meeting, the recommendation of the subcommittee is to initiate negotiations to achieve an agreement with Greyhound for ticket agent responsibilities effective January 2012. Revenues from this agreement will supplement our Operating Revenues for the remainder of FY12 and future fiscal year Operating Budgets going forward.

Initiate the process for a fare increase of \$.50 on the base fare with corresponding fare increases in all other categories

Over the course of multiple Board meetings, the Board of Directors has discussed the need for fare increases to be considered as a new source of revenue for FY12 and future fiscal year Operating Budgets going forward. The last local fare increase was implemented in June of 2003 and the last Highway 17 fare increase was implemented in April of 2010.

The following base fare increases were presented and reviewed by the Board subcommittee:

- A \$.25 base fare increase scenario with a fare revenue increase estimated to be approximately \$300K and an estimated ridership reduction of 5%
- A \$.50 base fare increase scenario with a fare revenue increase estimated to be approximately \$500K and an estimated ridership reduction of 8%
- A \$.75 base fare increase scenario with a fare revenue increase estimated to be approximately \$576K and an estimated ridership reduction of 13%

At the April 11, 2011 Subcommittee meeting, the recommendation of the subcommittee is to initiate the process for a fare increase of \$.50 on the base fare with corresponding fare increases in all other categories. Discussion of a CPI-based increase to be reviewed periodically was also discussed and left for further discussion by the Board of Directors. Revenues from this fare increase are estimated to be approximately \$500K per year and will supplement our Operating Revenues for the remainder of FY12 and future fiscal year Operating Budgets going forward.

IV. FINANCIAL CONSIDERATIONS

This subcommittee has put forward to the Board of Directors, recommended strategies, framework and composition of the four (4) areas as outlined above to help facilitate solutions to the current and future budget deficit in the following areas:

- 12% geographic service - approximately \$1.4M per year
- Use of approximately \$1.5M in Capital Reserve Retained Earnings
- Initiate negotiations to achieve an agreement with Greyhound for ticket agent responsibilities effective January 2012
- Initiate the process for a fare increase of \$.50 on the base fare with corresponding fare increases in all other categories - approximately \$500K per year

Proposed reoccurring revenues will yield approximately \$2M per year. One time revenue from reserves will yield approx \$1.5M.

V. ATTACHMENTS

None.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 22, 2011

TO: Board of Directors

FROM: Ciro Aguirre, Operations Manager

SUBJECT: CONSIDERATION OF A 12% SERVICE REDUCTION OPTION WITH THE APPROVAL OF SCHEDULING AND HOLDING PUBLIC HEARINGS REGARDING SERVICE REDUCTIONS

I. RECOMMENDED ACTION

That the Board of Directors considers a 12% service reduction option in an effort to balance the FY12 and FY13 budgets. The Board of Directors is requested to authorize staff to schedule and conduct public hearings to obtain feedback on the 12% service reduction option.

II. SUMMARY OF ISSUES

- At the April 8, 2011 Board of Directors meeting the Board of Directors broadly reviewed a plan that reduces fixed route transit service by 12% based on the following priorities:
 - Maintaining as much geographic coverage throughout Santa Cruz County as possible.
 - Reduce fixed route service in a manner that does not impact the complimentary Para-transit service known as ParaCruz.
 - Examine reduced frequency of transit service along appropriate transit corridors.
 - Investigate reducing the number of bus stops along appropriate routes to facilitate quicker travel times.
 - Ensure that route schedules reflect class times for schools around Santa Cruz County.
- Santa Cruz METRO staff recommends that the Board of Directors consider moving forward with the 12% service reduction option based on the above priorities that was presented at the April 8, 2011 meeting so that the planning process can adhere to its schedule for a September 15, 2011 implementation date.
- Santa Cruz METRO staff is requesting that the Board of Directors authorizes staff to schedule and hold various Public Hearings in order to solicit public input and comments on the proposed 12% service reduction.

III. DISCUSSION

At the April 8, 2011 Board of Directors meeting, staff presented a 12% service reduction option based on geographical coverage of the entire county. The Board, staff, and members of the public engaged in a broad discussion around options for reductions in transit service needed to balance the FY12 and FY13 budgets. The latest 12% service reduction option based on geographical coverage was received favorably in lieu of previously presented service reduction options with the exception of a few outstanding concerns. These concerns include deleting the Route 68 on the weekends, the deletion of Route 91X, and the routing of the Route 3. Santa Cruz METRO staff will continue to attempt to address these concerns as the planning process moves into the public participation phase and is hopeful to have a solution before the final approval slated for the June 24, 2011 Board of Directors meeting.

The latest 12% service reduction option includes:

- Very minimal losses in geographic coverage; 96% of the current 479 directional route miles are still intact. There may be opportunities to provide service to some of that lost coverage as this option is fine tuned for final approval in June.
- Under this option ParaCruz service would not be impacted.
- Current route frequencies are reduced in order to provide geographic coverage and ensure that budgetary savings are achieved.
- Some bus stops would no longer be served by proposing to delete two “loops” along specific routes. Also planning, operations and facilities staff along with the public could develop a long term study that evaluates streamlining the bus stop network to facilitate quicker travel times and better on-time performance.
- The vast majority of service during commuter and school bell times would remain intact, yet this 12% option reduces the Peak Pull-Out from 76 buses to roughly 65 to 68 buses.

Please review **Attachment A** for more detailed information on the 12% service reduction option. Santa Cruz METRO staff recommends that the Board of Directors favorably considers the 12% service reduction option so that staff can hold public hearings.

In order to engage in a thorough planning process, public participation is critical. Staff requests that the board of Directors approve the proposed schedule of Public Hearings in order to receive input and comments from the community regarding the 12% service reduction option. These Public Hearings will commence Wednesday May 11, 2011 and will run through Friday May 27, 2011. Members of the public can also submit comments to Santa Cruz METRO through written letter or email starting April 22, 2011 through May 27, 2011.

Attachment B is the list of proposed Public Hearing locations, dates, and times. The approved list will be published on Santa Cruz METRO’s website, local newspapers, posted on buses, and posted at Transit Centers. Spanish translation will be available at every hearing; also Santa Cruz METRO staff will work with Community Television to film a presentation of the 12% service reduction for members of the community who may not be able to attend a public hearing. This

Community Television presentation will be presented in both English and Spanish and will also advertise the locations, dates, and times of the public hearings.

IV. FINANCIAL CONSIDERATIONS

Reducing service by 12% is estimated to save \$1.44 million in direct labor costs. Savings in fuel, maintenance, and other costs are to be determined during further development of a specific option. Estimates in losses in passenger fare revenue will also be determined during development of a specific option.

V. ATTACHMENTS

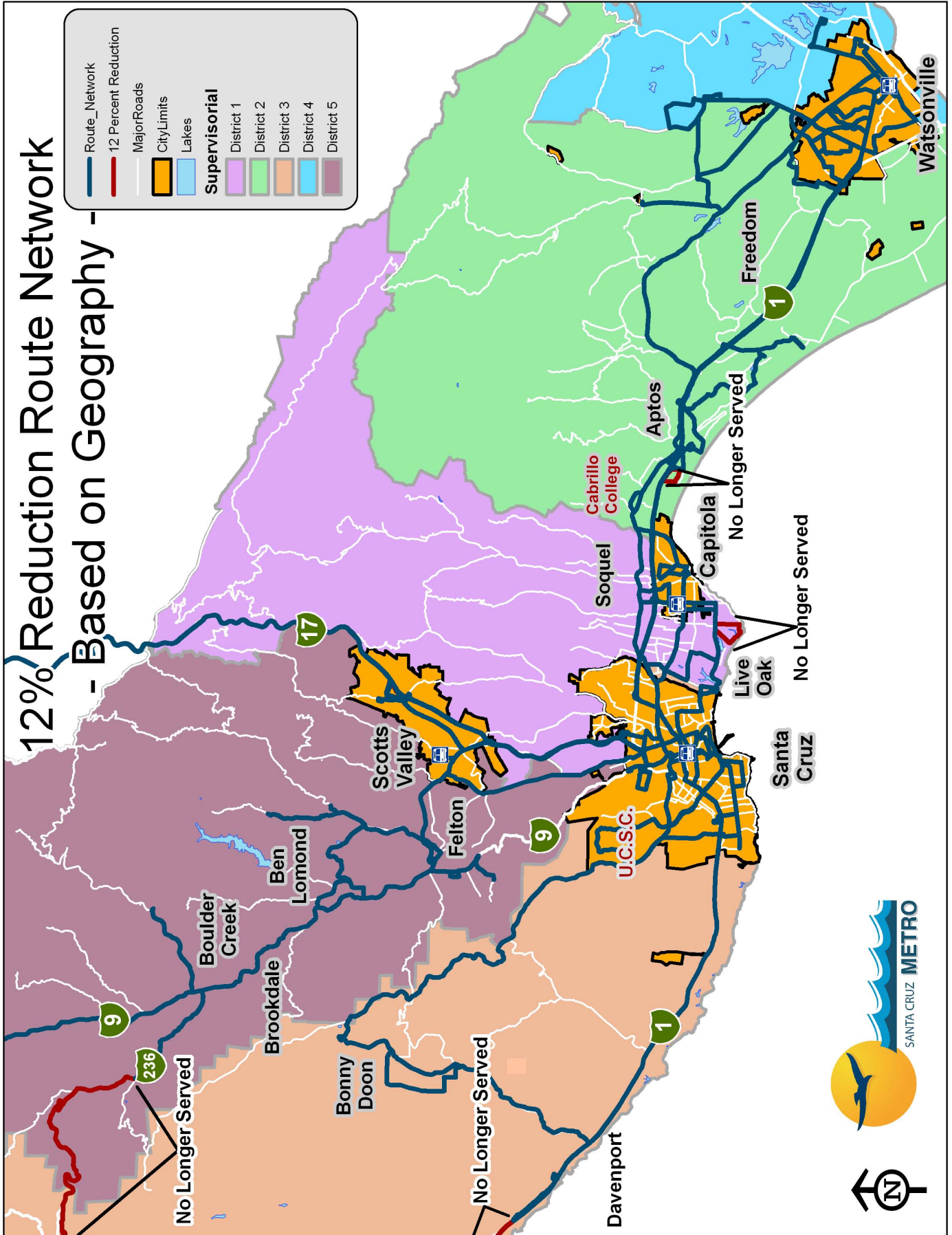
Attachment A: 12% Service Reduction Outline

Attachment B: Schedule of Public Hearings

Prepared By: Erich R. Friedrich, Jr. Transportation Planner
Carolyn Derwing, Schedule Analyst

Date Prepared: April 14, 2011

Attachment A





12% Service Reduction Proposal

Attachment A

Service Area	Route	Current Service	12% Service Reduction
Local Santa Cruz	Route 3: Mission/Beach	12 Trips	5 Trips
	Route 4: Harvey West/Emeline	11 Trips	6 Trips
	Route 8: Emeline	1 Trip	1 Trip
	Route 10: UCSC via High St.	24 Trips	13 Trips (Moved Departures)
	Route 12: UCSC via East Side District	1 Trip	1 Trip
	Route 13: UCSC via Walnut	12 Trips	Delete
	Route 15: UCSC via Laurel West	N/A	Moved Departures
	Route 16: UCSC via Laurel East	38 Trips	38 Trips (Moved Departures)
	Route 16N: Night Owl	5 Trips	Deleted
	Route 19: UCSC via Lower Bay	14 Trips	23 Trips (Moved Departures)
Route 19N: Night Owl - WE	5 Trips	Deleted	
Route 20: UCSC via Westside	16 Trips	16 Trips	
Route 20D: UCSC via Westside Supp.	8 Trips	8 Trips	

WE = Weekends

WD = Weekdays

ST = School Term



12% Service Reduction Proposal

Attachment A

Service Area	Route	Current Service	12% Service Reduction
San Lorenzo Valley	Route 30: Graham Hill/Schotts Valley	4 Trips	4 Trips
	Route 33: Lompico/Zayante	2 Trips	2 Trips
	Route 34: South Felton	2 Trips	2 Trips (Moved one Departure)
	Route 35/35A: SLV/Santa Cruz - WD	59 Trips	57 Trips (Moved Night Departures)
	Route 35/35A: SLV/Santa Cruz - "ST"	6 Trips	4 Trips
	Route 35/35A: SLV/Santa Cruz - WE	47 Trips	45 Trips (No Big Basin) (Moved Night Departures)
	North Coast	Route 40: Davenport - WD	4 Trips
	Route 40: Davenport - WE	2 Trips	1 Trip (No Waddell Creek)
	Route 41: Bonny Doon - WD	4 Trips	4 Trips (No Waddell Creek)
	Route 41: Bonny Doon - WE	1 Trip	1 Trip
	Route 42: Davenport/Bonny Doon - WD	1 Trip	1 Trip
	Route 42: Davenport/Bonny Doon - WE	2 Trips	1 Trip

WE = Weekends

WD = Weekdays

ST = School Term



12% Service Reduction Proposal

Attachment A

Service Area	Route	Current Service	12% Service Reduction
Mid County	Route 54: Cap./Aptos/La Selva - WD	1 Trip	1 Trip (Moved Departure) (Deleted Mar Vista Loop)
	Route 54: Cap./Aptos/La Selva - WE	3 Trips	3 Trips (Moved Departures) (Deleted Mar Vista Loop)
	Route 55: Rio Del Mar	10 Trips	10 Trips (Deleted Mar Vista Loop)
	Route 56: La Selva	2 Trips	2 Trips (Deleted Mar Vista Loop) (Moved Departures)
	Route 66: Live Oak via 17th - WD	34 Trips	30 Trips (Moved Evening Departures)
Live Oak	Route 66: Live Oak via 17th - WE	32 Trips	29 Trips (Moved Departures)
	Route 68: Live Oak via Broadway - WD	26 Trips	26 Trips (Deleted 26th-East Cliff-30th loop)
	Route 68: Live Oak via Broadway - WE	21 Trips	Deleted
	Route 69: Capitola Road	35 Trips	Deleted

WE = Weekends

WD = Weekdays

ST = School Term



12% Service Reduction Proposal

Attachment A

Service Area	Route	Current Service	12% Service Reduction
Cabrillo/South County	Route 69A: Wats./S.C. - WD	25 Trips	25 Trips
	Route 69A: Wats./S.C. - WE	22 Trips	Deleted
	Route 69N: Capitola Night	10Trips	Deleted
	Route 69W: Wats./S.C. - WD	26 Trips	26 Trips
	Route 69W: Wats./S.C. - WE	23 Trips	Deleted
	Route 69C: Wats./S.C. - WE	N/A	25 Trips
	Route 71: Watsonville/S.C. - WD	84 Trips	74 Trips (Moved Evening Departures)
	Route 71: Watsonville/S.C. - WE	62 Trips	61 Trips (Moved Evening Departures)
	Route 91X: Commuter Express	13 Trips	Deleted
	Route 72: Corralitos	14 Trips	8 Trips (Moved Departures)
Local Watsonville	Route 74: Ohlone/Rolling Hills	12 Trips	6 Trips
	Route 75: Green Valley - WD	15 Trips	14 Trips
	Route 75: Green Valley - WE	14 Trips	14 Trips
	Route 79: East Lake - WD	11 Trips	11 Trips
		WD = Weekdays	
		WE = Weekends	
		ST = School Term	



Schedule of Public Hearings
- Dates, Times and Locations -
To Receive Public Feedback Regarding Proposed 12% Service Reduction

Date	Time	Location	City
May 11, 2011	5:30 p.m.	Pacific School 50 Ocean Street	Davenport
May 12, 2011	2:00 p.m.	Santa Cruz Metro Center 920 Pacific Avenue	Santa Cruz
May 12, 2011	6:00 p.m.	Santa Cruz Metro Center 920 Pacific Avenue	Santa Cruz
May 16, 2011	4:30 p.m.	Live Oak Community Room at Simpkins Family Swim Center 979 17 th Avenue	Live Oak
May 16, 2011	6:00 p.m.	Live Oak Community Room at Simpkins Family Swim Center 979 17 th Avenue	Live Oak
May 19, 2011	4:00 p.m.	Watsonville Public Library 275 Main Street, Suite 100	Watsonville
May 19, 2011	5:30 p.m.	Watsonville Public Library 275 Main Street, Suite 100	Watsonville
May 23, 2011	4:30 p.m.	Felton Community Hall 6191 Highway 9	Felton
May 23, 2011	6:00 p.m.	Felton Community Hall 6191 Highway 9	Felton
May 26, 2011	3:30 p.m.	Aptos Public Library 7695 Soquel Drive	Aptos
May 26, 2011	5:00 p.m.	Aptos Public Library 7695 Soquel Drive	Aptos