

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**BOARD OF DIRECTORS REGULAR MEETING AGENDA
DECEMBER 8, 2000 (Second Friday of Each Month)
SCMTD ENCINAL CONFERENCE ROOM
370 ENCINAL STREET, SUITE 100
SANTA CRUZ, CALIFORNIA**

SECTION I: OPEN SESSION - 8:30a.m.

1. ROLL CALL
2. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION: District Counsel
3. ORAL AND WRITTEN COMMUNICATIONS: NONE
4. LABOR ORGANIZATION COMMUNICATIONS
5. METRO USERS GROUP (MUG) COMMUNICATIONS
6. METRO ACCESSIBLE SERVICES TRANSIT FORUM (MASTF) COMMUNICATIONS
7. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

CONSENT AGENDA

- 8-1. APPROVE REGULAR BOARD MEETING MINUTES OF 11/10/00 AND 11/17/00
Minutes: Attached
- 8-2. ACCEPT AND FILE PRELIMINARY APPROVED CLAIMS
Claims: Attached
- 8-3. PASSENGER LIFT REPORT FOR NOVEMBER 2000
Staff Report: To be included in Add-on Packet
- 8-4. CONSIDERATION OF TORT CLAIMS: DENY THE CLAIM OF: ALLIED INSURANCE
(SUBRO. THOMAS CONWAY)
Claim: Attached
- 8-5. ACCEPT AND FILE MINUTES OF MASTF COMMITTEE MEETING OF 11/16/00
Minutes: Attached
- 8-6. ACCEPT AND FILE MINUTES OF MUG COMMITTEE MEETING OF 11/15/00
Minutes: Attached

* Please note: Location of Meeting Place

- 8-7. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORTS FOR OCTOBER 2000,
APPROVAL OF BUDGET TRANSFERS
Staff Report: Attached
- 8-8. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR OCTOBER 2000
Staff Report: Attached
- 8-9. ACCEPT AND FILE STATUS REPORT ON ADA STATUS REPORT FOR
OCTOBER 2000
Staff Report: Attached
- 8-10. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE
STATUS REPORT
Staff Report: To Be Included in Add-On Packet
- 8-11. CONSIDERATION OF DENTAL INSURANCE CONTRACT RENEWAL
Staff Report: Attached
- 8-12. CONSIDERATION OF 2001 BOARD MEETING DATES AND CHANGE IN LOCATION
FROM JULY TO OCTOBER DUE TO CONSTRUCTION
Staff Report: Attached
- 8-13. ACCEPT AND FILE QUARTERLY PERFORMANCE REPORT, FIRST QUARTER
2000/01
Staff Report: Attached
- 8-14. ACCEPT AND FILE QUARTERLY RIDERSHIP REPORT, FIRST QUARTER 2000/01
Staff Report: Attached
- 8-15. CONSIDERATION OF ONE-YEAR LEASE OF WATSONVILLE TRANSIT CENTER
KIOSK TO LUCY MALDONADO FOR A ONE-CHAIR BEAUTY SALON
Presented by: Margaret Gallagher, District Counsel
Staff Report: Attached

REGULAR AGENDA

- 9. CONSIDERATION OF RESOLUTION OF APPRECIATION FOR DIRECTOR
KATHERINE BEIERS
Presented by: Jan Beautz, Chairperson
Staff Report: Attached
- 10. CONSIDERATION OF RESOLUTION OF APPRECIATION FOR DIRECTOR
OSCAR RIOS
Presented by: Jan Beautz, Chairperson
Staff Report: Attached

11. CONSIDERATION OF RESOLUTION OF APPRECIATION FOR DIRECTOR MIKE ROTKIN
Presented by: Jan Beautz, Chairperson
Staff Report: Attached
12. CONSIDERATION OF REQUEST FOR ADDITIONAL CAPITAL RESERVE FUNDS FOR 00-01 BUS STOP IMPROVEMENT PROGRAM
Presented by: David Konno, Facilities Maintenance Manager
Staff Report: Attached
13. CONSIDERATION OF ADOPTION OF RESOLUTION REVISING FY 00-01 BUDGET
Presented by: Elisabeth Ross, Finance Manager
Staff Report: Attached
14. CONSIDERATION OF CABRILLO COLLEGE TRANSPORTATION STUDY STATUS REPORT WITH TIMELINES & OPTIONS FOR BOARD INPUT
Presented by: Mark Dorfman, Assistant General Manager
Staff Report: To Be Included in Add-On Packet
15.
 - a. CONSIDERATION OF UPDATED BUS FLEET PLAN
Presented by: Mark Dorfman, Assistant General Manager
Staff Report: To Be Included In Add-On Packet
 - b. STATUS REPORT WITH REGARD TO DISCUSSIONS WITH THE CALIFORNIA AIR RESOURCES BOARD (CARB) CONCERNING REVIEW OF URBAN TRANSIT BUS FLEET RULE TO REDUCE HARMFUL ENGINE AND FUEL AIR EMISSIONS FOR URBAN TRANSIT BUSES
Presented by: Mark Dorfman, Assistant General Manager
Staff Report: To be included in Add-on Packet
16. CONSIDERATION OF AWARD OF CONTRACT FOR FURNISHING REVENUE AND NON-REVENUE VEHICLE TIRES
Presented by: Tom Stickel, Fleet Maintenance Manager
Staff Report: Attached
17. CONSIDERATION OF EXTENDING THE PARATRANSIT CONTRACT WITH FOOD AND NUTRITION SERVICES FOR ONE YEAR WITH CPI ADJUSTMENT OF 4% AND OTHER TERMS
Presented by: Margaret Gallagher, District Counsel
Staff Report: Attached
18. CONSIDERATION OF NOMINATION OF DIRECTORS TO SERVE AS BOARD OFFICERS FOR THE YEAR 2001, TRANSPORTATION COMMISSION AND METRO USER GROUP CHAIRPERSON ASSIGNMENTS
Presented by: Les White, General Manager
Staff Report: Attached

19. CONSIDERATION OF RETURN OF GRANT TO THE BAY AREA AIR QUALITY MANAGEMENT DISTRICT FOR FUNDS FOR HIGHWAY 17 CNG REPLACEMENT BUSES
Presented by: Mark Dorfman, Assistant General Manager
Staff Report: Attached
20. CONSIDERATION OF REMOVAL OF REDUCED FARE RESTRICTIONS ON THE HIGHWAY 17 EXPRESS FOR SENIORS AND DISABLED RIDERS.
Presented by: Bryant Baehr, Operations Manager
Staff Report: Attached
21. CONSIDERATION OF AWARD TO REPOWER UP TO 42 DIESEL ENGINES ASSEMBLIES
Presented by: Tom Stickel, Fleet Maintenance Manager
Staff Report: To Be Distributed at Board Meeting

SECTION II: CLOSED SESSION - Immediately following Open Session

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Pursuant to Section 54957 of the Government Code
 - a. Title: District Counsel
Staff Report: Attached

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 #1 "Oral and Written Communications", under Section I. Presentations will be limited in time in accordance with District Resolution 69-2-1.

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

The Santa Cruz Metropolitan Transit District does not discriminate on the basis of disability. The Encinal Conference Room is located in an accessible facility. If you wish to attend this meeting and require special assistance in order to participate, please contact Dale Carr at 426-6080 at least 72 hours in advance of the Board of Directors meeting.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

November 10, 2000

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, November 10, 2000 at the District Administrative Office, 370 Encinal Street, Santa Cruz, CA.

Vice-Chairperson Rotkin called the meeting to order at 8:34 a.m.

SECTION 1: OPEN SESSION

1. ROLL CALL:

DIRECTORS PRESENT

Sheryl Ainsworth
Jeff Almquist
Bruce Gabriel
Michelle Hinkle
Mike Keogh
Oscar Rios
Mike Rotkin

DIRECTORS ABSENT

Bruce Arthur
Jan Beautz
Katherine Beiers (arrived at 8:55)
Tim Fitzmaurice (arrived at 8:47)
Ex Officio Director Burch (arrived at 8:56)

STAFF PRESENT

John Aspesi, Fleet Maint. Supervisor
Bryant Baehr, Operations Manager
Paul Chandley, Human Resource Manager
Kim Chin, Planning & Marketing Manager
Mark Dorfman, Asst. General Manager
Marilyn Fenn, Asst. Finance Manager
Terry Gale, IT Manager

Margaret Gallagher, District Counsel
David Konno, Facilities Maint. Manager
Elisabeth Ross, Finance Manager
Judy Souza, Base Superintendent
Tom Stickel, Fleet Maintenance Manager
Leslie R. White, General Manager

EMPLOYEES AND MEMBERS OF THE PUBLIC WHO INDICATED THEY WERE PRESENT

Debbie Hale, SCCRTC
Patti Korba, SEA

Manny Martinez, PSA
Ian McFadden, UTU
Marion Taylor, League of Women Voters

2. ORAL AND WRITTEN COMMUNICATIONS

- a. Kirsten Wimp RE: Request to allow open strollers on buses

3. LABOR ORGANIZATION COMMUNICATIONS

Ian McFadden reported that the Lift Line drivers approached UTU regarding representation. UTU is involved in organizing a campaign for Lift Line whereby it has reviewed a vast majority of authorization cards from the Transportation Dept. including over 80 percent of the drivers. A meeting will be scheduled with Sam Storey early next week to discuss how to proceed.

4. METRO USERS GROUP (MUG) COMMUNICATIONS

No questions or comments.

5. METRO ACCESSIBLE SERVICES TRANSIT FORUM (MASTF) COMMUNICATIONS

No questions or comments.

6. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

None

CONSENT AGENDA

REVIEW CONSENT AGENDA ITEMS 7-1 THROUGH 7-14.

7-1. APPROVE REGULAR BOARD MEETING MINUTES OF 10/13/00 AND 10/20/00, AND SPECIAL BOARD MEETING MINUTES OF 10/27/00

Margaret Gallagher reported a change in the 10/13/00 Minutes, Item 23, Page 7-1.10. This should read "premium employer pays" instead of "premium employees pay". This change will be made and included in the Add-On Packet.

7-2. ACCEPT AND FILE PRELIMINARY APPROVED CLAIMS

No questions or comments.

7-3. ACCEPT AND FILE PASSENGER LIFT REPORT FOR OCTOBER 2000

No questions or comments.

7-4. CONSIDERATION OF TORT CLAIMS: None

No questions or comments.

7-5. ACCEPT AND FILE MINUTES OF MASTF COMMITTEE MEETING OF 10/19/00

No questions or comments.

7-6. ACCEPT AND FILE MINUTES OF MUG COMMITTEE MEETING OF 10/18/00

At the Board's direction Director Gabriel sent a letter to the President of the Student Senate at Cabrillo College to arrange a meeting to discuss the bus pass program. To date, he has not received a response. However, he received an e-mail stating that TMA is attempting to work with Cabrillo on this issue. Les White reported that in the past Cabrillo paid for passes used between school sessions; however, students have now been notified that the bus passes are no longer valid during school breaks.

7-7. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORTS FOR SEPTEMBER 2000, APPROVAL OF BUDGET TRANSFERS

Staff will come before the Board in December with a budget revision based on actions taken at the 11/17/00 meeting regarding the amended TDA/STA claims.

7-8. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR SEPTEMBER 2000

Staff reported that the regular operating costs of this route are now being reflected without any transition costs being included. Discussions continue with Amtrak and Caltrans regarding service to the Metro Center and equipment to provide capacity. Once these two goals are implemented, an aggressive marketing plan will be needed. Meetings with VTA are being held on a regular basis to discuss additional destinations, connector service and service expansion. Director Rotkin asked Staff to make a written request to the Transportation Commission as to how they would proceed to survey Santa Cruz County Highway 17 riders regarding these service issues. This letter will be brought back to the Board.

7-9. ACCEPT AND FILE STATUS REPORT ON ADA PARATRANSIT PROGRAM FOR SEPTEMBER 2000

According to this report, paratransit usage has declined. Mark Dorfman reported that the ride denials may be a direct result of Lift Line/taxis not having a sufficient number of the vehicles.

7-10. CONSIDERATION OF APPROVAL OF CLAIMS INVESTIGATOR CLASSIFICATION

This classification was developed to better assist District Counsel in claims investigation. This position has been reviewed by SEA and would replace a budgeted Paralegal position.

7-11. CONSIDERATION OF EMPLOYEE ASSISTANCE PROGRAM CONTRACT RENEWAL

This renewal would be the last of a five-year contract period with Alto Counseling Center. If renewed, there would be no increase to the current rate. Director Rotkin asked Paul Chandley to bring the quarterly breakdown report showing which areas are being used to the next Board meeting. Mr. Chandley would like feedback from the employees on this service, when possible.

7-12. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE STATUS REPORT

This will be included in the Add-On Packet.

7-13. CONSIDERATION OF LONG-TERM DISABILITY INSURANCE CONTRACT RENEWAL

This is a request to renew the contract with UNUM for long-term disability insurance. This will be the last year that this contract can be amended for a one-year extension. There will be no rate increase if extended.

REGULAR AGENDA

8. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS

No questions or comments.

9. CONSIDERATION OF DESIGNATION OF BUS STOP SHELTERS AND BUS STOPS AS NON-SMOKING ZONES

Summary:

Margaret Gallagher reported that each jurisdiction has an ordinance that addresses the no smoking issue and she reviewed the specific ordinances as they relate to transit facilities.

Discussion:

Director Rotkin confirmed that neither the City of Santa Cruz nor the County object to METRO'S posting of no smoking signs at bus stops. The Directors agreed that enforcement would be difficult. David Konno informed the Board that the standard time for cleaning of each bus stop is 20 minutes, which includes picking up cigarettes butts by hand. Les White added that staff is in the process of evaluating the standard of cleanliness for bus stops.

10. CONSIDERATION OF AUTHORIZATION TO OPERATE THE WATSONVILLE HOLIDAY SHUTTLE

Summary:

The City of Watsonville approached District staff to discuss a Watsonville downtown shuttle for the holiday season. They are requesting that the District pay a portion to fund this shuttle. The District's portion for funding this shuttle would be \$4,143 (23% of the total costs), not to exceed 316 hours of revenue service. City Staff has not yet approached the Watsonville City Council for authorization of this shuttle. Bryant Baehr reported that last year's ridership was 4,769; this shuttle was free last year.

Discussion:

Debbie Hale of the Transportation Commission was informed that possible funding sources for Watsonville's portion are redevelopment funds, a \$.25 fare, funding from private businesses and/or bus advertising.

Les White reported that staff will bring a policy on providing shuttles for special event services before the Board. He further stated that it is unrealistic to send jurisdictions to the Transportation Commission to request funds for these special shuttles, when the District is maximizing receipt of TDA funds on the front end.

11. CONSIDERATION OF APPROVAL OF 2001 STATE AND FEDERAL LEGISLATIVE PROGRAMS

Summary:

Les White stated that the State and Federal goals itemized in his staff report are not prioritized. He referred to the State goal of upgrading the natural gas services in Harvey West Park for the amount of \$2.5M and added that this would be a prime candidate for a request for funds from the State's Infrastructure Funding Program. This is the most important issue on the list of 2001 State goals.

Discussion:

On the 2001 Federal Legislative Program, Staff is requesting funds for buses. The CNG issue will be discussed in December and the Board is required to give CARB a decision by the end of January on its chosen fuel path. With this decision, funds should be earmarked from Federal sources to bring more buses into the fleet. Les White reported that Santa Clara County's ballot Measure A provides funding for acquisition of buses for Highway 17, which VTA will purchase and Santa Cruz Metro will operate. Mr. White further stated that on a long-term basis, APTA's Reauthorization Task Force will address the issue of formulas. The report, coming out this month, will point out the disparity of funding in communities with Santa Cruz's intensity of service.

Margaret Gallagher clarified the request for legislation to grant the District authority to issue subpoenas. She stated that this is needed periodically for administrative hearings and was a result of the District's subpoena power being questioned by the State Attorney General's office. Director Fitzmaurice inquired about the 55% funding for public schools and whether these funds could be used to purchase buses. Director Beiers suggested that Reid Hastings, author of Proposition 39, be invited to a Board meeting to discuss this.

12. CONSIDERATION OF EXTENSION OF CONTRACT WITH MULTISYSTEMS TO COMPLETE THE COMPREHENSIVE OPERATIONAL AND FINANCIAL AUDIT

Summary:

Kim Chin reported that the current contract with MultiSystems expires on December 16, 2000. The consultants will be finished with their tasks by that time. In order to accommodate

additional tasks that the Board may request as a result of the audit, Staff is requesting an extension of one year to the current contract. If additional tasks are required, Staff would negotiate with the vendor and bring this issue back for Board approval. No funds will be expended for the one-year extension to the current contract.

13. CONSIDERATION OF PROPOSAL FOR FIRST NIGHT SANTA CRUZ BUS SERVICE

Summary:

Bryant Baehr recently met with First Night coordinators to work out what the District can provide in terms of operator strength since New Year's Eve falls on a Sunday night this year.

14. CONSIDERATION OF RESOLUTIONS AUTHORIZING AMENDED STA AND TDA CLAIMS FOR FY 00/01

Summary:

Mark Dorfman reported that this would allow the District to file amended claims for STA and TDA funds. The STA funds were increased by \$39,640 based on the California Budget Act. Staff included \$300,000 in the FY 00/01 budget for funds expected to be available through TDA; surplus TDA funds from last year ended up being \$649,889, and revised TDA funds for this year were increased by \$763,109, bringing the total TDA funds for the District in FY 00-01 to \$1,412,998. The change to the budget will be in the amount of \$763,000. Mr. White added that the additional funds of \$763,109 would be used to acquire used buses and for service expansion in Scotts Valley, Watsonville, and UCSC.

15. CONSIDERATION OF LEASING PARKING LOT SPACE FROM FREDERICKS ELECTRONICS FOR BUS PARKING

Summary:

Margaret Gallagher reported that Fredericks Electronics is the entity with whom the District has a lease agreement for bus parking. This agreement expires on November 30, 2000. Staff has negotiated a monthly rental rate of \$2,217.30, which is \$26,607.60 annually. The District currently leases over 26,000 sq.ft. of space, however, this agreement would increase the parking lot space to 37,767 sq.ft. in order to accommodate the additional twenty used buses being acquired from Foothill Transit. The District is currently on a month-to-month lease. Staff has negotiated a five-year lease with a ninety-day cancellation notice.

Discussion:

Les White informed the Board that Staff has added 450 tons of rocks to this parking lot to alleviate the mud problems experienced in the past. The additional 1,100 sq. ft. of parking will accommodate 38-40 additional buses.

Director Gabriel expressed that it has been a pleasure to serve on the Board with Directors Beiers, Rios and Rotkin.

ADJOURN

There being no further business, Vice-Chair Rotkin adjourned the meeting at 10:04 a.m.

Respectfully submitted,

DALE CARR
Administrative Services Coordinator

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

November 17, 2000

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, November 17, 2000 at the Santa Cruz Holiday Inn, 611 Ocean Street, Santa Cruz, California.

Chairperson Beautz called the meeting to order at 8:40 a.m.

SECTION I: OPEN SESSION

1. ROLL CALL:

DIRECTORS PRESENT

Sheryl Ainsworth
Bruce Arthur
Jan Beautz
Tim Fitzmaurice
Bruce Gabriel
Michelle Hinkle
Mike Keogh
Ex Officio Director Burch

DIRECTORS ABSENT

Jeff Almquist (arrived at 12:30 p.m.)
Katherine Beiers (arrived at 9:07 a.m.)
Oscar Rios
Mike Rotkin (arrived at 8:50 a.m.)

STAFF PRESENT

Bryant Baehr, Operations Manager	Margaret Gallagher, District Counsel
Paul Chandley, Human Resource Manager	David Konno, Facilities Maint. Manager
Kim Chin, Planning & Marketing Manager	Gillian McGlaze, Transit Supervisor
Mark Dorfman, Asst. General Manager	Elisabeth Ross, Finance Manager
Terry Gale, IT Manager	Judy Souza, Base Superintendent
Mike Goodell, Sr. Database Administrator	Tom Stickel, Fleet Maintenance Manager

EMPLOYEES AND MEMBERS OF THE PUBLIC WHO INDICATED THEY WERE PRESENT

Patti Korba, SEA	Ian McFadden, UTU
Ryan Larsen, Trapeze Software Group	Bonnie Nelson, Nelson Nygaard
Lynn Everett-Leigh, MultiSystems	Peggy Weaver, SEIU
Manny Martinez, PSA	Linda Wilshusen, SCC RTC

SECTION II: CLOSED SESSION

Chairperson Beautz reported that Closed Session would be held at the end of Open Session. Refer to Section IV.

SECTION III: OPEN SESSION

THE FOLLOWING ITEMS WERE TAKEN OUT OF ORDER UNTIL ORAL AND WRITTEN COMMUNICATIONS COULD BE ADDRESSED AT 9:00 A.M.

CONSENT AGENDA

REVIEW CONSENT AGENDA ITEMS 7-1 THROUGH 7-13.

- 7-1. **APPROVE REGULAR BOARD MEETING MINUTES OF 10/13/00 AND 10/20/00, AND SPECIAL BOARD MEETING MINUTES OF 10/27/00**
- 7-2. **ACCEPT AND FILE PRELIMINARY APPROVED CLAIMS**
- 7-3. **ACCEPT AND FILE PASSENGER LIFT REPORT FOR OCTOBER 2000**
- 7-4. **CONSIDERATION OF TORT CLAIMS: None**
- 7-5. **ACCEPT AND FILE MINUTES OF MASTF COMMITTEE MEETING OF 10/19/00**
- 7-6. **ACCEPT AND FILE MINUTES OF MUG COMMITTEE MEETING OF 10/18/00**
- 7-7. **ACCEPT AND FILE MONTHLY BUDGET STATUS REPORTS FOR SEPTEMBER 2000, APPROVAL OF BUDGET TRANSFERS**
- 7-8. **ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR SEPTEMBER 2000**
- 7-9. **ACCEPT AND FILE STATUS REPORT ON ADA PARATRANSIT PROGRAM FOR SEPTEMBER 2000**

Director Fitzmaurice commented that vehicle 8057G is responsible for almost fifty percent of the lift problems. Les White stated that staff would return to the Board with a fleet improvement plan.

- 7-10. **CONSIDERATION OF APPROVAL OF CLAIMS INVESTIGATOR CLASSIFICATION**
- 7-11. **CONSIDERATION OF EMPLOYEE ASSISTANCE PROGRAM CONTRACT RENEWAL**

At the November 10th Board meeting, Paul Chandley was asked to report on the usage of this program. Mr. Chandley reported that the most frequently used aspects are family relations, couples relations (75% of all counseling), emotional health, and chemical use. An average of twenty-eight employees from the District use this service per year for an average of 78 hours of client services per year. After three referrals are utilized by an employee, they are referred to the appropriate professional outside of the Alto Counseling organization for further counseling, if requested.

- 7-12. **ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE STATUS REPORT**

Director Keogh referred to the ridership report and noted that this proves the need to grow the transit system. He further stated that he would like staff to review the traffic management report that Cabrillo College is preparing prior to it becoming finalized. Les White explained that staff is currently on the Steering Committee and that Cabrillo College will not discuss reinstatement of the bus pass program. Also, they are not interested in adding parking beyond that which was proposed in the bond measure. Mr. White added that a report would be put on next month's

agenda which states the status of the transportation study. Also, a letter could be sent in advance responding to Cabrillo's report. This will also be brought before the Board next month.

Director Burch asked that in the future the UCSC status report denotes "faculty and staff" instead of just "staff". Les White reported that in addition to increased ridership at UCSC, the overall system ridership is up 7-8% year-to-date; Cabrillo College ridership is in a decline.

Director Fitzmaurice asked that the names of each stop at UCSC be listed on the bus sheds, along with calling the stop names out as the bus approaches each one. David Konno and Kim Chin will talk with Candace Ward of UCSC regarding this.

7-13. CONSIDERATION OF LONG-TERM DISABILITY INSURANCE CONTRACT RENEWAL

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR FITZMAURICE

Approve the Consent Agenda.

Motion passed unanimously with Directors Almquist, Beiers and Rios absent.

6. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

SECTION III

CONSENT AGENDA:

ADD TO ITEM #7-1 APPROVE REGULAR BOARD MEETING MINUTES OF 10/13/00 AND 10/20/00, AND SPECIAL BOARD MEETING MINUTES OF 10/27/00
(Replace last page of 10/13/00 Meeting Minutes)

ADD TO ITEM #7-12 ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE STATUS REPORT
(Add Staff Report)

REGULAR AGENDA:

ADD TO ITEM #13 CONSIDERATION OF PROPOSAL FOR FIRST NIGHT SANTA CRUZ BUS SERVICE
(Add Staff Report)

ADD TO ITEM #14 CONSIDERATION OF RESOLUTIONS AUTHORIZING AMENDED STA AND TDA CLAIMS FOR FY 00/01
(Replace Attachment C)

ADD TO ITEM #16 CONSIDERATION OF ACQUISITION OF UP TO TWENTY USED BUSES FROM FOOTHILL TRANSIT
(Add Staff Report)

THE BOARD RETURNED TO ORAL AND WRITTEN COMMUNICATIONS AT THIS TIME:

2. ORAL AND WRITTEN COMMUNICATIONS

- a. Kirsten Wimp RE: Written Correspondence dated October 18, 2000
Request to allow open strollers on buses
- b. Sam Storey, Executive Director of Food & Nutrition Services, introduced the new
Transportation Division Director, Mark Hartunian.

3. LABOR ORGANIZATIONS

None

4. METRO USERS GROUP (MUG) COMMUNICATIONS

Sharon Barbour reported that the MUG Committee discussed Kirsten Wimp's request regarding open strollers on the buses; this issue will be on the December MUG agenda. Also discussed was the bus pass situation at Cabrillo College. Cliff Nichols of Cabrillo College is assisting Bruce Gabriel in facilitating a meeting to discuss this. MUG approved a motion requesting that the Board direct staff to move forward in a proactive manner to purchase new buses.

5. METRO ACCESSIBLE SERVICES TRANSIT FORUM (MASTF) COMMUNICATIONS

Jeff LeBlanc, former Chair of MASTF, introduced Kasandra Fox as the new Chairperson of the MASTF Committee. Mr. LeBlanc is the newly elected Chairperson of the Bus Stop Advisory Committee (BSAC). Mr. LeBlanc invited the Board members to attend the 12th anniversary MASTF party to be held on December 14, 2000, at 2:00 p.m. at the University Towne Center. Appreciation awards will be given to bus operators, and to Senator Bruce McPherson and Les White.

REGULAR AGENDA

8. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS

The Board of Directors formally recognized the following employees for their years of service.

FIFTEEN YEARS

Frank Jacinto, Bus Operator
Gillian McGlaze, Transit Supervisor
David Moreau, Bus Operator
Rosalio Ramos, Bus Operator
Richard Gabriel, Lead Mechanic
Santiago (Jim) Garcia, Parts Clerk

TWENTY YEARS

Frank Bauer, Transit Supervisor
Chris Bridinger, Bus Operator

9. CONSIDERATION OF DESIGNATION OF BUS STOP SHELTERS AND BUS STOPS AS NON-SMOKING ZONES

Summary:

This issue arose in response to a request from MASTF requesting that smoking be banned at District facilities, which includes bus stops.

Discussion:

Margaret Gallagher added that each local jurisdiction has individual ordinances which address smoking in public transit waiting areas. Enforcement of the no smoking ban at bus stops will be difficult. The cost of printing the no-smoking signs is approximately \$10,000 and they will be installed as part of the routine bus stop maintenance.

ACTION: MOTION: DIRECTOR FITZMAURICE SECOND: DIRECTOR BEIERS

Declare bus stop shelters and designated bus stops as smoke-free zones, which would encompass the length of a 40-foot bus.

Motion passed unanimously with Directors Almquist and Rios absent.

10. CONSIDERATION OF AUTHORIZATION TO OPERATE THE WATSONVILLE HOLIDAY SHUTTLE

Summary:

The City of Watsonville approached Staff regarding a holiday shopper shuttle. The City does not have a grant from the Transportation Commission to partially fund this shuttle, nor do they have approval from the Watsonville City Council yet. The City is interested in a van which would run every 20 minutes from downtown Watsonville to the shopping areas. This would involve 316 hours of revenue service. The District has partially funded shuttles in the past at a rate of 23%, which would be a liability of \$4,143 to the District for this shuttle. Average ridership last year was 15.1 passengers per hour. A fare of \$.25 may be imposed by the City to ride this shuttle as a way to offset their costs.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR FITZMAURICE

Discussion:

There was a discussion regarding the possible fare of \$.25. Mr. White added that staff always recommends a 15-minute frequency and no fares charged to passengers for shuttles.

Authorize the District to operate a holiday shuttle for the City of Watsonville and provide a similar level of financial support as was spent on the Santa Cruz Beach Shuttle (23%). Also, inform the City of Watsonville that the Transit District Board recommends that they consider operating this shuttle at no cost to the passenger.

Staff was directed to inform the City in writing that some Directors stated that it might be a mistake to charge for the holiday shuttle this quarter. Also, Bryant Baehr will do a ridership comparison of days with a fare vs. days when no fare was charged. Director Beiers requested that the above Motion be split into two actions.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR BEIERS

- 1) Authorize the District to operate a holiday shuttle for the City of Watsonville and provide a similar level of financial support as was spent on the Santa Cruz Beach Shuttle (23%).**

Motion passed unanimously with Directors Almquist and Rios absent.

- 2) Inform the City of Watsonville in writing that the Transit District Board recommends that they consider operating this shuttle at no cost to the passengers.**

Ayes: Directors: Beutz, Arthur, Hinkle, Rotkin
Noes: Directors: Ainsworth, Beiers, Fitzmaurice, Gabriel, Keogh
Abstain: None
Absent: Directors: Almquist, Rios

Motion failed with Directors Almquist and Rios absent.

11. CONSIDERATION OF APPROVAL OF 2001 STATE AND FEDERAL LEGISLATIVE PROGRAMS

Summary:

Les White reported that this past year there was generous cooperation from members of Congress and in the State Legislature resulting in policy issues being addressed favorably and the District receiving funds as follows: \$1.55M in Federal funding, \$4.75M in State funding, \$3M in State funding from Assemblymember Keeley.

Discussion:

Mr. White discussed obtaining funding to upgrade the natural gas service to the Harvey West Park Area and also recommended that staff continue their annual request for funds from the Petroleum Violation Escrow Account for procurement of support vehicles. Mr. White recommended that #3 and #7 under State Goals be tied together to avoid the fixed route and paratransit from competing for funding sources. Director Burch requested that Item #6 reflect both K-12 and higher education transportation needs.

On the Federal level, staff recommends that the Board approve a request to FTA to put forward a proposal for earmarking \$3.75M in Section 5309 discretionary funds for next year for bus replacement. Staff needs to look at upgrading the 2-way radio system within the 5-year plan, in addition to incorporating vehicle location technology and talking bus technology into the fleet. Staff will add the following to the Federal Goals for 2001: Advocate for the inclusion of service and equity factors in the Federal Transit Formula Program in the Reauthorization of TEA-21. Advocate for the release and publication of the F.T.A Formula Equity Report.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR FITZMAURICE

Approve the Metro 2001 Legislative Program with the additions of the formulary issues for transit agencies under 200,000 and the possibility of obtaining funding from the State for university communities.

Motion passed unanimously with Directors Almquist and Rios absent.

12. CONSIDERATION OF EXTENSION OF CONTRACT WITH MULTISYSTEMS TO COMPLETE THE COMPREHENSIVE OPERATIONAL AND FINANCIAL AUDIT

Summary:

Kim Chin reported that the current contract with MultiSystems expires in December 2000. Staff anticipates that at the completion of the audit, there may be additional tasks that the Board requests of the consultants. If additional tasks are requested by the Board, they will be included in the Scope of Work.

ACTION: MOTION: DIRECTOR FITZMAURICE SECOND: DIRECTOR ROTKIN

Approve extension of term of contract with MultiSystems to complete anticipated additions to the work scope for the Paratransit Comprehensive Operational and Financial Audit.

Motion passed unanimously with Directors Almquist and Rios Absent.

13. CONSIDERATION OF PROPOSAL FOR FIRST NIGHT SANTA CRUZ BUS SERVICE

Summary:

Bryant Baehr reported that this year's First Night event falls on a Sunday, which has 52% less service than weekdays. First Night coordinators have not requested use of the Metro Center as a venue this year. After meeting with UTU and bus operator staff, it is anticipated that ten additional operators will sign up to work on this night. The First Night event received a grant from the Transportation Commission for \$7,500 which will be used to fund buses in service after 10:00 p.m. To increase ridership, staff recommends that all button holders ride for free and after 10:00 p.m., everyone rides for free.

ACTION: MOTION: DIRECTOR BEIERS SECOND: DIRECTOR ROTKIN

Authorize the General Manager to enter into a contract with First Night Santa Cruz for transit services; establishment of additional transit services not to exceed \$7,500.00.

Motion passed unanimously with Directors Almquist and Rios absent.

14. CONSIDERATION OF RESOLUTIONS AUTHORIZING AMENDED STA AND TDA CLAIMS FOR FY 00/01

Summary:

Mark Dorfman reported that these resolutions would allow Staff to file revised claims for additional STA and TDA funds beyond what was included in the budget in June. Also, this year the revenue estimate was increased for TDA funds.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR GABRIEL

Adopt resolutions authorizing staff to submit amended claims to the Santa Cruz County Regional Transportation Commission for FY00/01 State Transit Assistance (STA) and Transportation Development Act (TDA) funds.

Motion passed unanimously with Directors Almquist and Rios absent.

15. CONSIDERATION OF LEASING PARKING LOT SPACE FROM FREDERICKS ELECTRONICS FOR BUS PARKING

Summary:

Margaret Gallagher stated that the District currently has a lease with Fredericks Electronics, a subsidiary of Plantronics. Additional bus parking space is needed and the current lease will expire on November 30th. An increase of 3% in monthly rent, which equals \$2,217.30, was requested.

ACTION: MOTION: DIRECTOR FITZMAURICE SECOND: DIRECTOR KEOGH

Approve lease agreement with Fredericks Electronics for parking lot space for buses.

Motion passed unanimously with Directors Almquist and Rios absent.

16. CONSIDERATION OF ACQUISITION OF UP TO TWENTY USED BUSES FROM FOOTHILL TRANSIT

Summary:

Mark Dorfman reported that staff originally requested approval to purchase fifteen used buses. Staff is now requesting approval to purchase twenty used buses from Foothill Transit to supplement the fleet during the repowering process and when the 1981 buses are retired. The cost of each bus will be \$5,000 plus \$1,000 each for the remaining tire mileage.

Discussion:

Mr. Dorfman reviewed the additional costs associated with the bus purchase and confirmed that various items, such as fareboxes, radios and tie-downs, could be removed from the buses upon retirement. Director Arthur suggested that any of these buses that would be wrapped in advertising, might not require painting.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR FITZMAURICE

Approve request to purchase an additional five used buses from Foothill Transit bringing the total up to twenty used buses and approve the attached revised resolution to initiate the process. Defer decision for the optional painting of these buses.

Motion passed unanimously with Directors Almquist and Rios absent.

17. REVIEW OF URBAN TRANSIT BUS FLEET RULE TO REDUCE HARMFUL ENGINE AND FUEL AIR EMISSIONS FROM URBAN TRANSIT BUSES

Summary:

Robert Nguyen of the California Air Resource Board (CARB) made a presentation to the Board on the regulation which addresses low emission standards and the timelines to achieve these standards. A copy of this regulation is available on the CARB website or can be obtained from Mr. Nguyen. Mr. Nguyen reviewed the two-path approach: alternative fuel and diesel. Both paths lead to zero or near-zero emissions. It was noted that the only reason for the diesel path is to accommodate a quicker transition, otherwise everyone would need to go the CNG path. It was further added that the 2004 standards will be much more stringent. Also, eighty-five percent (85%) of new bus purchases must be alternative fuel through the year 2015. CNG buses will still be eligible for incentive funding to cover incremental costs.

Discussion:

The Board requested a breakdown of where the District is today, where it will be if staff follows the fleet plan and what its recommendation will be. This will be brought to the Board in December.

By October 1, 2002, agencies will be required to bring their fleet's NOx down to 4.8g/bhp-hr NOx. Les White reported that the District fleet would need to be repowered in order to bring it to 4.8 NOx. Mr. Nguyen reviewed the 3-tier program for retrofitting in-use fleet vehicles:

- 1) 1990 model year and older buses need to be retrofitted by January 1, 2003.
- 2) 1991-1995 model year buses need to be retrofitted by January 1, 2004 for diesel path fleets and by January 1, 2005 for alternative fuel path fleets.
- 3) 1996-2002 model year buses need to be retrofitted by January 1, 2007 for diesel path fleets and by January 1, 2009 for alternative fuel path fleets.

Mr. Nguyen stated that CARB representatives would meet with District staff to discuss the specific path needs for the District. He explained the new NOx and PM standards from the

current year through 2007, as well as explaining the alternative compliance strategy that will achieve greater emissions benefits.

Following are the reporting requirements for all agencies:

- 1) Report on path chosen by January 31, 2001
- 2) Report on annual bus purchases/leases through 2015.
- 3) Report on achieving a 4.8 NOx fleet. Report by January 31, 2003 on final status of 4.8 NOx.

The Board directed staff to meet with CARB representatives to review the general overall policies that affect the District.

18. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION

Summary:

Chairperson Beautz reported that Les White, General Manager, would receive his performance evaluation in Closed Session. Margaret Gallagher, District Counsel, will be evaluated in December.

SECTION IV: CLOSED SESSION

Chairperson Beautz adjourned to Closed Session at 11:37 a.m. and reconvened to Open Session at 1:30 p.m.

SECTION V: WORKSHOP SESSION

1. REVIEW OF PRELIMINARY FINDINGS OF THE RECERTIFICATION STUDY AND THE PRELIMINARY FINDINGS OF THE COMPREHENSIVE OPERATIONAL & FINANCIAL ANALYSIS OF METRO'S PARATRANSIT SERVICES AS PROVIDED FOR IN THE AMERICANS WITH DISABILITIES ACT

Summary:

Lynn Everett-Leigh of MultiSystems presented a draft report of the first thirteen tasks involved in the Comprehensive Operational and Financial Audit. The last task, "Best Practices" is preliminary at this time. The following topics were discussed: a) how the project is organized; b) findings and recommendations; c) compliance matrix regarding how the District and Food & Nutrition are performing; d) alternative service structures and costs.

Ms. Everett-Leigh stated that the RFP incorporated fourteen tasks. Each task was divided into three groups:

- 1) Passenger Intake
- 2) Operations, service performance, drivers, maintenance, vehicle standards, on-time performance standards
- 3) Administration and management of the program.

MultiSystems has been working on this project since July 2000 and spent two weeks on-site with Food and Nutrition Services (FNS) and visiting with taxicab subcontractors. Ms. Everett-Leigh also met with community groups, such as, the E&D TAC committee, MUG, MASTF, and the Center for Independent Living.

A complete report of MultiSystems' draft findings is on file at the District's Administration Office. Topics covered in this workshop meeting ranged from the customer database, handling and analysis of complaints, reservations/scheduling, trip denials, the Lift Line fleet, contract administration with Food & Nutrition Services, and temporary certification.

MultiSystems recommends the following: 1) That FNS be retained for all sub-contractor training; 2) That future contracts reflect that the District will monitor FNS and FNS will monitor their sub-contractors; 3) Sub-contracts should be specific in their expectations regarding service quality, driver training, service documentation and reporting; 4) Policy decisions regarding temporary eligibility should be made in a public forum. All handouts from this workshop session are available at the Administration Office.

Ryan Larsen of Trapeze Software Group stated that the District is a landmark case in getting MultiSystems and Trapeze to work together. Ms. Larsen investigated how Lift Line uses this software for automated scheduling. The goal of this product is to increase productivity.

Trapeze recommends the following: 1) Bring implementation team on-site to provide training with FNS and Lift Line staff; 2) Take advantage of the six free days offered at the Trapeze training center; 3) Begin using the automated features of PASS; 4) Reconcile to PASS manifests; 5) Establish a simulation environment; 6) Begin using the Trapeze reporting package; 7) Investigate feasibility of using the Certification Workstation which allows staff to tie into the FNS database.

Mr. Larsen informed the Board that the Trapeze software is not currently being used due to the fact that the employees who were initially trained on it are no longer with FNS. Chairperson Beautz asked if there is a charge for re-training and was informed that there is. There was discussion regarding door-to-door service vs. curb service and varying rates from different programs.

Bonnie Nelson of Nelson Nygaard stated that their project goal is to focus on the ADA eligibility process and to maximize service available to ADA eligible passengers. Ms. Nelson informed the Board of the project overview as follows:

- 1) Conducted analysis of fixed route service.
- 2) Performed on-site observations at Lift Line and Metro.
- 3) Held community forums throughout the area.
- 4) She will return to review some of the questions that remain.

Ms. Nelson stated that the paratransit costs are increasing over 25% annually. If no action is taken, the paratransit program will automatically drive the District's fixed route program. Areas of discussion were: temporary I.D. numbers given out, professional verification of disability, communication between Metro's Customer Service staff and Lift Line, Metro customer service

communication with caller requesting eligibility and/or Lift Line reservation, irregular training, and conditional eligibility.

Nelson Nygaard recommends the following: 1) Provide uniform information and education so everyone who is eligible knows about the program.

Key decisions that need to be made:

- 1) Grandfathering
- 2) In-person assessments
- 3) Interviews or single assessments
- 4) Eligibility duration
- 5) Temporary eligibility
- 6) In-house service or contract out

Ms. Nelson reviewed timelines as follows:

- 1) Key decisions need to be made upon returning to the Board
- 2) Early January 2001 - Development of a full recertification package, including drafts of all materials that will be needed.
- 3) Late January 2001 - Present materials back to the community and get their final recommendations.
- 4) February 2001 - Bring to the Board the final results of the Recertification Program. Immediately begin initial training with eligibility recertification staff.

For the record, Director Fitzmaurice expressed his sentiments regarding Directors Beiers and Rotkin and stated that they will be missed.

ADJOURN

There being no further business, Chairperson Beutz adjourned the meeting at 4:32 p.m.

Respectfully submitted,

DALE CARR
Administrative Services Coordinator

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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DATE: 1/01/00

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1337P	11/01/00	-425.00	465	STATE BAR OF CAL FORNIA VOID CHECK		71623	VOID CHECK	-425.00	PRE-PAID
1354	11/03/00	4.94	001025	COUNTY OF SANTA CRUZ		71263	WOODWASTE - FAC	4.94	
1355	11/03/00	8,883.32	001043	VISION SERVICE PLAN		71264	NOV VISION INS.	8,883.32	
1356	11/03/00	1,272.82	001119	MADERICH PARTNERSHIP, LP THE		71148	NOV - CAPITOLA MALL	1,272.82	
1357	11/03/00	432.00	001263	ABBOTT STREET RADIATOR		71149	REPAIR RADIATOR	432.00	
1358	11/03/00	120,655.07	001316	DEVCO OIL		71265	OCTOBER FUEL	120,655.07	
1359	11/03/00	100.00	001331	RIGS, OSCAR		71305	OCTOBER MEETINGS	100.00	
1360	11/03/00	988.06	001358	MARINA MOTOR COMPANY		71150	REPAIR VEHICLE #9600	988.06	
1361	11/03/00	441.00	001365	BORTNICK, ROBERT S. & ASSOC.		71151	9/28-10/5 INVESTIGTS	441.00	
1362	11/03/00	2,348.89	001573	SCOTT P.E., ROBERT W.		71152	AUG-SEPT PROF MNGMT	2,348.89	
1363	11/03/00	31,252.70	001616	UNUM		71266	NOV LTD INS.	31,252.70	
1364	11/03/00	100.00	001675	BEIERS, KATHERINE		71300	OCTOBER MEETINGS	100.00	
1365	11/03/00	1,462.92	001711	MOHAWK MFG. & SUPPLY CO.		71153	REV VEH PARTS 661	660.64	
						71267	REV VEH PARTS 802	802.34	
1366	11/03/00	12.96	001733	STOODLEY'S SMALL ENGINE SERVIC		71154	AIR CLEANER -FAC	12.96	
1367	11/03/00	4,147.25	001745	ITT HARTFORD		71268	NOV LIFE INS.	4,147.25	
1368	11/03/00	39,150.00	001762	FOOD & NUTRITION SERVICES, INC		71155	OCT DISPATCH FEE	39,150.00	
1369	11/03/00	5,950.00	001774	EDS CLAIMS SERVICES, INC.		71156	NOV/DEC W/C SVC FEE	5,950.00	
1370	11/03/00	100.00	001824	GABRIEL, BRUCE		71302	OCTOBER MEETINGS	100.00	
1371	11/03/00	100.00	001829	ROTKIN, MICHAEL		71306	OCTOBER MEETINGS	100.00	
1372	11/03/00	421.00	001844	BRINKS INCORPORATED		71269	OCT SECURITY	421.00	
1373	11/03/00	900.00	001887	HUMPHREY, YVONNE A.		71157	NOV - VERNON ST LOT	900.00	
1374	11/03/00	100.00	001956	HINKLE, MICHELLE		71303	OCTOBER MEETINGS	100.00	
1375	11/03/00	752.64	001991	BAY STAFFING		71270	TEMPS W/E 10/15 FLT	752.64	
1376	11/03/00	1,277.74	002005	TRANSIT RESOURCES, INC.		71158	REV VEH PARTS	587.16	
						71159	REV VEH PARTS	690.58	
1377	11/03/00	519.76	002063	COSTCO		71160	PHOTO SUPPLIES-FLEET	108.33	
						71161	HEALTH FAIR REFRSHMN	40.22	
						71162	COMPRESSED AIR- OPS	59.07	
						71163	PHOTO PROCESS/SUPPLY	33.42	
						71164	PHOTO PROCESS/SUPPLY	34.63	
						71165	PHOTO PROCESS/SUPPLY	36.60	
						71166	PHOTO PROCESS/SUPPLY	7.29	
1378	11/03/00	27,762.06	002116	HINSHAW EDWARD & BARBARA		71167	NOV - 370 ENCINAL	21,706.43	
						71168	NOV - 120 DUBOIS	5,555.63	
1379	11/03/00	9,386.58	002117	IULIANO, NICK		71169	NOV - 111 DUBOIS	9,386.58	
1380	11/03/00	100.00	002167	BEAUTZ, JAN		71299	OCTOBER MEETINGS	100.00	
1381	11/03/00	124.44	002170	KIM SUPPLY, INC		71170	REPAIRS/MAINT FAC	124.44	
1382	11/03/00	924.57	002207	T.Y. CUSTOM DESIGN		71171	UNIFORM OPS PATCHES	924.57	
1383	11/03/00	6,037.60	002287	CALIFORNIA SERVICE EMPLOYEE		71271	NOV MEDICAL INS.	6,037.60	
1384	11/03/00	500.00	002352	UNITED STATES POSTAL SERVICE		71272	POSTAGE FOR METER	500.00	
1385	11/03/00	225.00	002382	CENTRAL COAST WELDING		71172	OUT REPAIR REV VEH	225.00	
1386	11/03/00	155.00	002388	DOSHERRA'S		71173	OUT REPAIR OTHER VEH	70.00	
						71174	OUT REPAIR OTHER VEH	85.00	
1387	11/03/00	100.00	002452	ALMQUIST, JEFF		71297	OCTOBER MEETINGS	100.00	
1388	11/03/00	600.00	002527	SOLAR DESIGN		71175	AUGUST - WTC	300.00	
						71176	SEPT - SVT LANDSCAPE	300.00	

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DATE: 11/01/00 THRU 11/30/00

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1890	11/03/00	1,129.47	002590	MICRO WAREHOUSE	71178		CHECK LASER PRINTER	1,129.47	
1891	11/03/00	1,520.00	002610	FREDERICK ELECTRONICS CORP.	71179		NOV - 375 ENCINAL	1,520.00	
1892	11/03/00	215.00	002634	PITNEYWORKS	71181		POSTAGE RESET-PLNG	215.00	
1893	11/03/00	253.80	002643	IOS CAPITAL	71182		EQUIPT RENTAL -PLANG	253.80	
1894	11/03/00	204.58	002659	NEXTEL NEXTDAY ACCESSORIES	71183		PHONE BATTERY -FLEET	204.58	
1895	11/03/00	10,255.36	002685	WATERLEAF ARCHITECTURE	71183		METROBASE TO 9/30	10,255.36	
1896	11/03/00	801.10	002713	SANTA CRUZ AUTO TECH, INC	71184		OUT REPAIR OTHER VEH	337.24	
					71185		REPAIR VEH# 9600	291.68	
					71186		REPAIR VEH# 9700	172.18	
1897	11/03/00	72.34	009	PACIFIC GAS & ELECTRIC	71187		9/15-10/13 PAUL SWT	61.84	
					71273		9/27-10/26 SAKATA LN	10.50	
1898	11/03/00	25,300.34	018	SALINAS VALLEY FORD SALES	71188		DIESEL ENGINE	24,929.20	
					71189		PARTS & SUPPLIES	371.14	
1899	11/03/00	306.81	020	ADT SECURITY SYSTEMS .	71190		NOV ALARM - MMF	48.29	
					71191		NOV ALARMS - MDF	87.54	
					71192		NOV ALARMS - OPS	40.33	
					71193		NOV ALARMS - METRO	42.00	
					71194		NOV ALARMS - SVTC	27.83	
					71195		NOV ALARMS - WTC	30.41	
					71196		NOV ALARMS - DUBIOS	30.41	
1900	11/03/00	339.51	041	MISSION UNIFORM	71197		UNIFORMS/LAUNDRY	339.51	
1901	11/03/00	4,600.81	057	U.S. BANK	71274		4251-2400-0554-7229	4,322.71	
					71275		4251-2400-0574-2697	278.10	
1902	11/03/00	100.00	064	KEOGH, MICHAEL	71304		OCTOBER MEETINGS	100.00	
1903	11/03/00	621.51	068	UNITED LABORATORIES	71198		REPAIRS/MAINT FAC	447.31	
					71199		CUSTODIAL CLEANING	174.20	
1904	11/03/00	874.93	079	SANTA CRUZ MUNICIPAL UTILITY	71276		DUMP FEES - FAC	874.93	
1905	11/03/00	122.00	083	THYSSEN DOVER ELEVATOR	71200		OCT ELEVATOR MAINT.	122.00	
1906	11/03/00	132.99	104	STATE STEEL COMPANY	71201		PARTS & SUPPLIES	132.99	
1907	11/03/00	2,100.00	110	TRANSMART	71202		NOV CUSTODIAN SVCS	2,100.00	
1908	11/03/00	169.96	115	SNAP-ON TOOLS CORPORATION	71203		INFRARED THERMOMETER	169.96	
1909	11/03/00	49.64	117	GILLYS CORPORATION	71204		REV VEH PARTS	49.64	
1910	11/03/00	36.72	120	OFFICE DYNAMICS INC.	71277		MITA HOT ROLLER	36.72	
1911	11/03/00	187.10	122	SCHTD PETTY CASH - OPS	71205		8/9-10/15 PETTY CASH	187.10	
1912	11/03/00	12.28	123	BAY PHOTO LAB INC	71206		PHOTO PROCESSING	12.28	
1913	11/03/00	150.00	126	EUCALYPTUS COMMERCIAL SERVICES	71207		OUT REPAIR BLDG/IMP	150.00	
1914	11/03/00	12.00	136	DANCING MAN HAIRBETRY	71208		PHOTO SWRPL VYPRO	12.00	
1915	11/03/00	60.85	147	ZEE MEDICAL SERVICE	71209		OCT VSW TRAILER	60.85	
1916	11/03/00	615.00	158	OLD TRUCK STRAPS, INC.	71210		REV VEH PARTS 600	615.00	
1917	11/03/00	144.90	161	OCEAN CHEVROLET INC	71211		REV VEH PARTS	144.90	
1918	11/03/00	35.21	165	HOSE SHOP, INC. THE	71212		REPAIRS & MAINT	35.21	
1919	11/03/00	159.73	166	WILSON, GEORGE H., INC.	71213		PLUMBING SUPPLIES	159.73	
1920	11/03/00	2,390.15	191	GOLDEN GATE PETROLEUM	71214		FUELS - FLEET	1,243.95	
					71272		OCT FUELS - FLEET	1,146.20	
1921	11/03/00	168.75	192	ALWAYS UNDER PRESSURE	71215		CHECK RECYLCE UNIT	168.75	
1922	11/03/00	4,735.21	195	NEOPART	71216		REV VEH PARTS	404.03	
					71217		REV VEH PARTS	4,329.18	
1923	11/03/00	100.00	209	FITZMAURICE, TIM	71301		OCTOBER MEETINGS	100.00	
1924	11/03/00	3,112.26	251	VEHICLE MAINTENANCE PROGRAM	71218		REV VEH PARTS 25-9	2,519.28	

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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DATE: 11/01/00 THRU 11/30/00

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1926	11/03/00	2,751.08	GRAJINGER INC, W. W.		71220	OCTOBER MEETINGS	190.00	
					71221	PLUMBING SUPPLIES	249.53	
					71222	REPAIRS & MAINT.	307.20	
					71222	ELECTRICAL SUPPLIES	70.87	
					71223	REPAIRS & MAINT.	487.50	
					72779	ELECTRICAL SUPPLIES	1,389.88	
					71220	REPAIRS & MAINT	246.10	
1927	11/03/00	29.32	MUNCIE RECLAMATION & SUPPLY		71224	REV VEH PARTS	29.32	
1928	11/03/00	300.00	AUDIO VISUAL NOW		71225	RENT SPEAKERS ETC.	300.00	
1929	11/03/00	8,315.60	GOODWIN, EILEEN		71281	SEPT PROF/TECH	8,315.60	
1930	11/03/00	875.00	JB ASSOCIATES		71222	9/7-10/6 PROF/TECH	875.00	
1931	11/03/00	100.00	AINSWORTH, SHERYL		71296	OCTOBER MEETINGS	100.00	
1932	11/03/00	33.06	TENNANT COMPANY		71226	REV VEH PARTS	33.06	
1933	11/03/00	34,706.38	MULT ISYSTEMS, INC		71227	PARATRANSIT AUDIT	34,706.38	
1934	11/03/00	12,266.10	STEWART & STEVENSON		71228	REV VEH PARTS	3,902.74	
					71229	REV VEH PARTS	1,422.13	
					71230	REV VEH PARTS	583.72	
					71231	REV VEH PARTS	5,188.90	
					71232	REV VEH PARTS	1,314.09	
					71283	REV VEH PARTS	360.72	
					71284	TURBO CORE CREDIT	-506.26	
1935	11/03/00	634.47	MCSI		71233	LEX OPTRA CARTRIDGES	634.47	
1936	11/03/00	130.22	OFFICE DEPOT BUSINESS SERVICES		71234	OFFICE SUPPLY- HRD	4.96	
					71235	FAX MACHINE - FLEET	125.26	
1937	11/03/00	130.87	IMAGE SALES INC.		71236	PHOTO PROCESS/SUPPLY	130.87	
1938	11/03/00	2,663.76	EXPRESS PERSONNEL SERVICES		71237	TEMPS W/E 10/1 FLEET	1,421.76	
					71238	TEMPS W/E 10/8 FLEET	1,232.00	
1939	11/03/00	2,000.00	AMPAC BUILDING MAINTENANCE		71239	SEPT JANITORIAL SVC	2,000.00	
1940	11/03/00	3,191.40	SKC-WEST, INC.		71240	GAS MONITOR- FLEET	3,191.40	
1941	11/03/00	17.96	FERRIS HOIST & REPAIR INC.		71241	HOIST CHAIN LINK	17.96	
1942	11/03/00	104.97	UNISOURCE		71242	OFFICE SUPPLIES	104.97	
1943	11/03/00	587.28	CREATE A CHECK, INC.		71243	CHECK STOCK	587.28	
1944	11/03/00	320.80	PC ZONE.COM		71244	DVD RAM 5.2 GB	320.80	
1945	11/03/00	8,722.30	MOUNTAIN CABLE &		71245	CAMERA SURVEILLANCE	8,722.30	
1946	11/03/00	449.09	SAFETY ENVIRONMENTAL CONTROL		71246	CLEANING SUPPLIES	449.09	
1947	11/03/00	324.00	LABTAM FINLAND, LTD.		71247	COMPUTER SUPPLIES	324.00	
1948	11/03/00	270.00	SEABATE SOFTWARE		71248	CRYSTAL REPORTS SUPP	270.00	
1949	11/03/00	37.37	HART, MAYA		71249	WITNESS FEES	37.37	
1950	11/03/00	1,381.86	DIESEL MARINE ELECTRIC		71250	REV VEH PARTS	1,381.86	
1951	11/03/00	819.68	MOBES TO COURTYARD BY MARRIOTT		71255	BARDIA/LOGIUDICE	819.68	
1952	11/03/00	22,957.44	PAGE LF SECURITY SERVICES, INC		71256	SEPT SECURITY SVCS	22,957.44	
1953	11/03/00	135,379.13	PUBLIC EMPLOYEES'		71257	NOV MEDICAL INS.	135,379.13	
1954	11/03/00	462.52	CATS LABORATORIES INC.		71251	REV VEH PARTS	462.52	
1955	11/03/00	50.22	GRANITE ROCK COMPANY		71252	FSI CONCRETE	50.22	
1956	11/03/00	80,945.22	PRUDENTIAL HEALTHCARE		71259	NOV DENTAL INS.	40,945.22	
					71259	OCT DENTAL INS.	39,999.99	
1957	11/03/00	109.46	KENT-MOORE TWD GROUP		71253	P80 LINK DATA CABLE	109.46	
1958	11/03/00	375.00	STICKEL, TOM		71290	APTA CONF REGIST.	375.00	
1959	11/03/00	40.00	ASBEST. JOHN		71291	ENF WRENTWAGE LUNCH	40.00	

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1960	11/03/00	10.00	E015 ANDERSON, WILLIAM	71254	DMV/VTT FEES - OPS	10.00	
1961	11/03/00	80.00	E052 KONNO, DAVID	71292	STAD TRAVEL ADVANCE	80.00	
1962	11/03/00	160.00	E073 LOGUIDICE, FRED	71293	LIFT-U TRAVEL ADVANC	160.00	
1963	11/03/00	64.00	E086 DELGADO, RAUDEL	71294	DMV FEES - FLEET	64.00	
1964	11/03/00	10.00	E310 BAN, MARK S.	71255	DMV/VTT FEES - OPS	10.00	
1965	11/03/00	34.00	E295 GARCIA, SAMUEL	71256	DMV/VTT FEES - FLEET	34.00	
1966	11/03/00	160.00	E395A GARCIA, SAM	71295	LIFT-U TRAVEL ADVNCE	160.00	
1967	11/03/00	44.00	E488 PHILLIPS, TYRONE	71257	DMV/VTT FEES - OPS	44.00	
1968	11/03/00	44.00	E491 MILLER, LISA	71258	DMV/VTT FEES - OPS	44.00	
1969	11/03/00	120.00	E501 BAEHR, BRYANT	71259	CTA CONFERENCE	120.00	
1970	11/03/00	81.76	E501A BAEHR, BRYANT	71260	BUS SPEC MTG LUNCH	81.76	
1971	11/03/00	80.16	E504 OLSON, LEANA	71261	TRAINING EXPENSES	80.16	
1972	11/03/00	176.75	R329 SHAY, SAM	71262	CLAIM # 00-0026	176.75	
1973M	11/09/00	194.96	510 ASCOM HASLER LEASING	71485	MONTH LEASE-METER	194.96	MANUAL
					ONE MONTH LEASE		
1974M	11/09/00	200.00	002352 UNITED STATES POSTAL SERVICE	71489	POSTAGE FOR METER	200.00	MANUAL
					POSTAGE FOR METER		
1975M	11/10/00	300.00	002352 UNITED STATES POSTAL SERVICE	71487	POSTAGE FOR METER	300.00	MANUAL
					POSTAGE FOR METER		
1976	11/17/00	8,197.67	001063 NEW FLYER INDUSTRIES LIMITED	71308	REV VEH PARTS 3197	8,197.17	
				71309	REV VEH PARTS 1719	1,718.66	
				71310	REV VEH PARTS 149	149.58	
				71311	REV VEH PARTS 400	399.50	
				71312	REV VEH PARTS 500	499.73	
				71313	REV VEH PARTS 355	354.74	
				71314	REV VEH PARTS 549	549.36	
				71315	REV VEH PARTS 676	676.20	
				71316	REV VEH PARTS 681	712.95	
1977	11/17/00	226.80	001112 BRINK'S TROPHY SHOPPE	71317	PLAQUE/ENGRAVING	226.80	
1978	11/17/00	1,721.34	001230 CAPITOL CLUTCH AND BRAKE, INC	71318	REV VEH PARTS	1,721.34	
1979	11/17/00	1,521.20	001263 ABBOTT STREET RADIATOR	71319	OUT REPAIR REV VEH	410.40	
				71320	OUT REPAIR REV VEH	1,110.80	
1980	11/17/00	178.29	001315 WASTE MANAGEMENT OF S C	71321	OCT-DEC LOMOND ST/HW	34.80	
				71322	OCT-KINGS VILLAGE	108.69	
				71323	OCT-DEC BIG BASIN	34.80	
1981	11/17/00	360.00	001346 CITY OF SANTA CRUZ	71324	EMP PARKING (7)	360.00	
1982	11/17/00	2,392.74	001358 MARINA MOTOR COMPANY	71325	REPAIR VEH #9601	393.21	
				71326	REPAIR VEH #9601	1,508.00	
				71327	REV VEH PARTS	89.94	
				71328	REPAIR VEH #9601	401.59	
1983	11/17/00	8.00	001374 SANTA CRUZ COUNTY SHERIFF	71329	REPOST RD 10-00-22	8.00	
1984	11/17/00	720.23	001379 SAFETY-KLEEN CORP	71330	PARTS WASHER - FAC	720.23	
1985	11/17/00	903.15	001407 RED WING SHOE STORE	71331	OCTOBER JOGGS - FLT	903.15	
1986	11/17/00	1,789.00	001492 EVERGREEN	71332	HAZ WASTE DISPOSAL	1,789.00	
1987	11/17/00	620.47	001548 GULL CORPORATION	71333	OFFICE SUPPLY-HQS	620.47	
1988	11/17/00	24.62	001548 STEVE'S UNION	71334	OCT FUEL - FLEET	24.62	
1989	11/17/00	145,186.96	001762 FOOD & NUTRITION SERVICES, INC	71335	SEPT ADA PARATRANSIT	145,186.96	
1990	11/17/00	171.49	001856 BAY COMMUNICATIONS	71463	OCT PHONE REPAIRS	171.49	
1991	11/17/00	632.83	001936 WORLDWIDE TECHNOLOGIES, INC.	71336	OCT LONG DISTANCE	632.83	
1992	11/17/00	846.72	001991 BAY STAFFING	71483	TEMP W/E 10/29 FLT	846.72	

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1993	11/17/00	284.66	002063	COSTCO	71397		PHOTO PROCESS - OPS	35.54	
					71398		PHOTO PROCESS - OPS	25.74	
					71399		PHOTO PROCESS - OPS	31.31	
					71436		PHOTO PROCESS - OPS	59.27	
					71437		COFFEE SUPPLIES	132.80	
1994	11/17/00	1,207.50	002069	A TOOL SHED, INC.	71444		EQUIPT RENTAL FAC	1,207.50	
1995	11/17/00	115.00	002077	TERMINIX INTERNATIONAL	71465		OCT PEST CONTROL	115.00	
1996	11/17/00	132.00	002084	BIG SUR BOTTLED WATER, INC	71340		OCT WATER - PLANNING	132.00	
1997	11/17/00	2,209.95	002106	AMERICAN SUPPLY COMPANY	71341		CUSTODIAL CLEANING	2,209.95	
1998	11/17/00	7,000.00	002123	BIRO, INC.	71342		LICENSE FEE HASTUS	7,000.00	
1999	11/17/00	505.00	002168	DSL.NET	71343		NOV CENTREX LINE	505.00	
2000	11/17/00	2,000.00	002267	SHAW & YODER	71344		OCT LEGISLATIVE REP	2,000.00	
2001	11/17/00	135.00	002360	MOBILE STORAGE GROUP, INC.	71345		10/23-11/22 CONTAINR	135.00	
2002	11/17/00	650.00	002385	OPTIMUM BUSINESS MACHINES	71346		MAINT. COPIER- DUB	650.00	
2003	11/17/00	165.81	002387	DARCO PRINTING	71347		OFFICE SUPPLIES OPS	165.81	
2004	11/17/00	686.11	002459	SCOTTS VALLEY WATER DISTRICT	71348		8/8-10/10 KINGS VLG	28.56	
					71349		8/8-10/10 KINGS VLG	657.55	
2005	11/17/00	540.00	002542	WILDPACKETS	71350		2 YRS MAINT-ETHERPEK	540.00	
2006	11/17/00	85.14	002627	CDW GOVERNMENT, INC.	71351		PALM PILOT ACCESSOR.	85.14	
2007	11/17/00	449.25	002634	PITNEY BOWES	71486		POSTAGE RESET PLANG	449.25	
2008	11/17/00	532.18	002629	NEXTEL COMMUNICATIONS	71352		OCT PHONES	532.18	
2009	11/17/00	182.56	002573	MCNICHOLS CO.	71353		REPAIRS & MAINT FAC	182.56	
2010	11/17/00	13.12	004	NORTH BAY FORD LINC-MERCURY	71354		REV VEH PARTS	13.12	
2011	11/17/00	119.33	007	UNITED PARCEL SERVICE	71372		FREIGHT OUT	119.33	
2013	11/17/00	10,695.56	009	PACIFIC GAS & ELECTRIC	71355		9/29-10/31 RODRIGUEZ	967.13	
					71356		9/29-10/31 BEACH ST	111.02	
					71357		10/2-10/31 ENCINAL	2,096.02	
					71358		10/2-10/31 111 DUB	721.74	
					71359		10/2-10/31 ENCINAL	178.25	
					71360		10/2-10/31 111 DUB	806.65	
					71361		10/3-11/1 GOLFVIEW JR	1,298.29	
					71362		10/3-11/1 RIVER ST	74.90	
					71363		10/3-11/01 RIVER C.T	1,220.06	
					71364		9/27-10/26 SAKATA	85.85	
					71365		10/3-11/1 GOLF CLUB	374.10	
					71366		9/29-10/31 RODRIGUEZ	55.84	
					71368		10/5-11/6 PACIFIC	445.23	
					71369		10/5-11/6 PACIFIC	894.61	
					71370		10/5-11/6 PACIFIC	585.96	
					71371		10/5-11/6 PACIFIC	430.69	
					71388		10/5-11/6 PACIFIC	216.78	
					71439		9/30-10/31 NAT GAS	13.42	
2014	11/17/00	3,622.32	013	MCI SERVICE PARTS, INC.	71373		REV VEH PARTS	785.64	
					71374		REV VEH PARTS	132.89	
					71375		REV VEH PARTS	1,417.39	
					71440		REV VEH PARTS	1,316.41	
2015	11/17/00	901.99	023	PACIFIC TRUCK PARTS, INC.	71376		REV VEH PARTS	901.99	
2016	11/17/00	50.54	034	BLUEPRINT EXPRESS	71377		PRINTING - FAC	50.54	
2017	11/17/00	815.73	039	KINKO'S INC.	71441		OCTOBER PRINTING	815.73	
2018	11/17/00	16.87	040	LENZ ARTS, INC.	71378		REPAIRS & MAINT	16.87	

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2019	11/17/00	1,417.81	MISSION UNIFORM	71442	001 UNIFORMS/LAUNDRY	1,417.81	
2021	11/17/00	1,954.98	PALACE ART & OFFICE SUPPLY	71466	OFFICE SUPPLY FLEET	98.97	
				71467	OFFICE SUPPLY LEGAL	120.57	
				71468	OFFICE SUPPLY LEGAL	44.41	
				71469	OFFICE SUPPLY HARD	66.27	
				71470	OFFICE SUPPLY IT	21.05	
				71471	OFFICE SUPPLY FAC	37.95	
				71472	OFFICE SUPPLY FLEET	141.03	
				71473	OFFICE SUPPLY ADMIN	43.60	
				71474	OFFICE SUPPLY ADMIN	104.61	
				71475	OFFICE SUPPLY OPS	366.40	
				71476	OFFICE SUPPLY OPS	33.82	
				71477	OFFICE SUPPLY FIN	101.78	
				71478	OFFICE SUPPLY FIN	243.70	
				71479	OFFICE SUPPLY FLEET	26.63	
				71480	OFFICE SUPPLY FLEET	132.39	
				71481	OFFICE SUPPLY FIN	321.60	
2022	11/17/00	118.80	ROYAL WHOLESALE ELECTRIC	71379	ELECTRICAL SUPPLIES	118.80	
2023	11/17/00	214.92	BATTERIES U.S.A. INC.	71380	REV VEH PARTS	214.92	
2024	11/17/00	161.00	ROTO-ROOTER SEWER/PLUMBING	71381	PLUMBING SUPPLIES	161.00	
2025	11/17/00	249.02	KENVILLE & SONS LOCKSMITH	71382	MECHANICAL SUPPLIES	249.02	
2026	11/17/00	345.81	COAST PAPER & SUPPLY INC.	71383	CUSTODIAL SUPPLIES	345.81	
2027	11/17/00	10,832.85	SANTA CRUZ MUNICIPAL UTILITY	71384	8/29-10/30 ENCINAL	192.60	
				71385	8/29-10/30 ENCINAL	582.40	
				71386	8/29-10/30 RIVER ST	2,993.27	
				71387	8/29-10/30 GOLF CL	1,390.82	
				71388	8/29-10/30 111 DUSD1	1,033.80	
				71389	8/30-10/31 PACIFIC	231.60	
				71390	8/30-10/31 PACIFIC	72.60	
				71391	8/30-10/31 PACIFIC	4,395.76	
2028	11/17/00	10,455.05	DIXON & SON, INCORPORATED	71392	001 TIRES & TUBES	10,455.05	
2029	11/17/00	213.75	CRYSTAL SPRINGS WATER CO.	71442	001 WATER - DUBOIS	213.75	
2030	11/17/00	86,518.43	EOS CLAIMS SERVICES, INC.	71393	001 TRUST ACCT	86,518.43	
2031	11/17/00	394.54	STATE STEEL COMPANY	71394	PARTS & SUPPLIER	394.54	
2032	11/17/00	1,330.31	SAN LORENZO LUMBER CO., INC.	71395	001 PARTS & SUPPLIES	1,281.98	
				71444	PARTS & SUPPLY FLEET	48.33	
2033	11/17/00	1,966.62	GILLIG CORPORATION	71396	REV VEH PARTS	486.22	
				71397	REV VEH PARTS	1,460.40	
2034	11/17/00	88.52	WATSONVILLE CITY WATER DEPT	71445	10/2-11/1 SAKATA	12.45	
				71446	10/2-11/1 RODRIGUEZ	6.80	
				71447	9/28-11/1 SAKATA	67.27	
2035	11/17/00	3,583.94	DAY WIRELESS SYSTEMS	71398	001 REPAIR EQUIPT	3,583.94	
2036	11/17/00	1,891.37	SANTA CRUZ AUTO PARTS, INC.	71399	REV VEH PARTS/SUPPLY	1,631.73	
2037	11/17/00	451.66	BOSS MANUFACTURING CO.	71400	UNIFORMS/LAUNDRY	451.66	
2038	11/17/00	147.75	OCEAN CHEVROLET INC	71401	REV VEH PARTS	147.75	
2039	11/17/00	3,000.16	HOSE SHOP, INC. THE	71402	PLUMBING SUPPLIES	116.56	
				71448	REV VEH PARTS/SUPPLY	2,883.60	
2040	11/17/00	381.50	KEYSTON BROTHERS	71403	UPHOLSTERY SUPPLIES	381.50	
2041	11/17/00	214.91	TOWNSEND'S AUTO PARTS	71404	PARTS & SUPPLIES	214.91	
2042	11/17/00	213.20	BUREAU OF BUSINESS PRACTICE	71405	RAISER WINDERS LETTER	213.20	

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2043	11/17/00	597.80	210	HOLIDAY MUFFLER SERVICE		71406	REPAIR VEH# 809	347.00	
						71407	REPAIR VEH #909	94.40	
						71408	REPAIR VEH #8015	136.40	
2044	11/17/00	211.20	215	IKON OFFICE SOLUTIONS		71409	COPIER RENTAL OPS	211.20	
2045	11/17/00	485.00	271	CARLSON, BRENT D., M.D., INC.		71449	DOT DRUG TESTING	485.00	
2046	11/17/00	375.00	292	NORTH COUNTY RECOVERY & TOWING		71450	OUT REPAIR REV VEH	375.00	
2047	11/17/00	1,311.43	294	ANDY'S AUTO SUPPLY		71410	REV VEH PARTS/SUPPLY	1,311.43	
2048	11/17/00	172.00	309	GOOD TIMES		71451	HELP WANTED AD	172.00	
2049	11/17/00	1,225.37	316	WATSONVILLE AUTO SUPPLY		71411	REV VEH PARTS	590.33	
						71452	REV VEH PARTS	635.04	
2050	11/17/00	45.00	345	SANTA CRUZ COUNTY OFFICE OF		71412	DOT FINGERPRINTING	45.00	
2051	11/17/00	1,295.00	351	BEI CORPORATION		71413	MAINT ULTRABAC SOFTW	1,295.00	
2052	11/17/00	16.26	372	FEDERAL EXPRESS		71414	DOT SHIPPING CHRGS	16.26	
2053	11/17/00	756.00	385	WESTAFF		71415	TEMPS W/E 10/28 FAC	372.00	
						71482	TEMPS W/E 10/28 FAC	384.00	
2054	11/17/00	471.38	395	APPLIED GRAPHICS, INC.		71416	PRINTING TIMECARDS	471.38	
2055	11/17/00	16.67	400	OFFICE DEPOT BUSINESS SERVICES		71417	OFFICE SUPPLY - HRD	16.67	
2056	11/17/00	5,195.67	410	TRANSIT INFORMATION PRODUCTS		71418	GRAPHIC SVCS	4,338.82	
						71453	GRAPHIC SERVICES	856.85	
2057	11/17/00	3,051.79	432	EXPRESS PERSONNEL SERVICES		71419	TEMPS W/E 10-22 FLT	1,503.48	
						71420	TEMPS W/E 10/15 FLT	1,548.31	
2058	11/17/00	317.41	434	VERIZON WIRELESS MESSAGING		71454	NOV PAGERS	167.41	
						71483	NOV REPEATER	150.00	
2059	11/17/00	533.75	449	WESTERN APPLIANCE		71421	REFRIGERATOR -ADMIN	533.75	
2060	11/17/00	4,925.00	451	MARKOWITZ, PAUL		71422	REPAIR WALL @ METRO	4,925.00	
2061	11/17/00	1,990.01	466	INDEPENDENT ELECTRIC SUPPLY		71455	REV VEH PARTS	1,990.01	
2062	11/17/00	275.22	466	BEITER THAN THE REST		71423	PARTS & SUPPLIES	275.22	
2063	11/17/00	1,596.94	472	PROCOMM		71424	HAND HELD RADIO	1,596.94	
2064	11/17/00	525.00	476	INTERNATIONAL FOUNDATION		71456	ANNUAL MEMBER DUES	525.00	
2065	11/17/00	12,671.32	477	SANTA CRUZ COUNTY TAX COLLECTR		71457	PROPERTY TAX-SVTC	12,671.32	
2066	11/17/00	672.00	478	BEE GLENE		71426	CLEAN CARPET-ENCINAL	672.00	
2067	11/17/00	231.29	486	BRENTON SAFETY, INC.		71425	SAFETY SUPPLIES	231.29	
2068	11/17/00	299.00	507	LORMAN EDUCATION SERVICES		71485	REGISTRATION SEMINAR	299.00	
2069	11/17/00	2,987.28	544	INFORMIX SOFTWARE, INC.		71427	OUT REPAIR EQUIPT	2,987.28	
2070	11/17/00	212.24	579	LAB SAFETY SUPPLY INC.		71428	REPAIRS & MAINT.	212.24	
2071	11/17/00	40.00	632	GOVERNMENT FINANCE OFFICERS		71458	ELECTED OFFICIALS GD	40.00	
2072	11/17/00	380.00	632B	GFOA		71424	REGISTRATION SEMINAR	380.00	
2073	11/17/00	220.02	637	FOSTER BROTHERS		71429	ELECTRICAL SUPPLIES	220.02	
2074	11/17/00	12.00	702	SNIA WAGHMAN PATROL		71430	REPORT SC 10-00-09	6.00	
						71459	REPORT #SC 10-00-28	6.00	
2075	11/17/00	138.31	788	SHORT PETTY CASH - FINANCE		71440	REPLENISH PETTY CASH	138.31	
2076	11/17/00	78.62	973	SANTA CRUZ DODGE		71451	REV VEH PARTS	78.62	
2077	11/17/00	44.00	E072	VEST, DOUGLAS		71492	BYN WATT FEES - OPS	44.00	
2078	11/17/00	12.91	E075	HANSEN, MARK		71461	OVERTIME MEAL	12.91	
2079	11/17/00	62.08	E390	CONLAGE, DONNA		71433	MILEAGE - SEMINAR	31.20	
						71462	MILEAGE-TRIAL	30.88	
2080N	11/17/00	3,952.80	002021	HALL KINION		71490	TEMPS W/E 11/9 LEGAL	3,952.80	MANUAL
2081N	11/17/00	1,500.00	080	STATE BOARD OF EQUALIZATION		71491	DOT USE TAX PREPAY	1,500.00	MANUAL

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

DATE: 11/01/00 THRU 11/30/00

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR NAME	VENDOR TRANS. TYPE NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
TAL		1,024,257.19	COAST COMMERCIAL BANK		TOTAL CHECKS	228	1,024,257.19

GOVERNMENT TORT CLAIM

RECOMMENDED ACTION

TO: Board of Directors

FROM: District Counsel

RE: Claim of: Allied Insurance (Subro. Thomas Conway)
Received: 09/22/00 Claim #: 00-0028
Date of Incident: 08/09/00 Occurrence Report No.: SC 08-00-08

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

- 1. Deny the claim.
- 2. Deny the application to file a late claim.
- 3. Grant the application to file a late claim.
- 4. Reject the claim as untimely filed.
- 5. Reject the claim as insufficient.
- 6. Approve the claim in the amount of \$___ and reject it as to the balance, if any.

By 
Margaret Gallagher
DISTRICT COUNSEL

Date: November 29, 2000

I, Dale Carr, do hereby attest that the above Claim was duly presented to and the recommendations were approved by the Santa Cruz Metropolitan Transit District's Board of Directors at the meeting of December 15, 2000.

Dale Carr
Recording Secretary

Date



**Allied
Insurance**

a member of Nationwide insurance

Pacific Coast Regional Office **Claim** Dept.

3820 109th St., Dept. 5577
Des Moines, IA 50391-5577
(707) 542-2502
FAX 800-742-1341

August 15, 2000

08/15/00

Risk Management Department of Santa Cruz
Metropolitan Transit District
320 Encinal Street Suite 100
Santa Cruz CA 95060

Re: Auto Accident: 08-09-00
Our Insured Driver: Thomas Conway
Our Claim Number: 84F67520

To Whom It May Concern:

This letter will serve to place you folks on notice of the auto accident involving one of your transit vehicles and our insured's vehicle which occurred in Santa Cruz on August 9, 2000.

Please have a claims representative from the Risk Management Department call me regarding this at 1-800-552-2437 Ext. 6248.

Sincerely,

Tom Kohles
Claims Representative
Allied Property & Casualty Insurance

/ljj

Allied Group, Inc.
AMCO Insurance Company
Allied Property and Casualty Insurance Company
Depositors Insurance Company

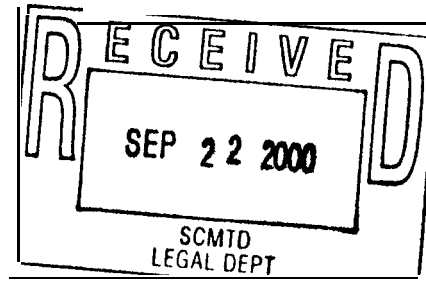


Allied Insurance

a member of Nationwide Insurance
Pacific Coast Regional Office
P.O. Box 849
Santa Rosa, CA 95402-0849
Phone: 707-542-2502 / 800-552-2437

acil
SEPTEMBER 18, 2000

SANTA CRUZ METRO TRANSIT DISTR
ICT
320 ENCINAL ST ST 100
SANTA CRUZ CA 95060 95060



Attention: ELIZABETH GOLD

Your Claim No: UNK
Your Insured: UNK
Date of Loss: 08/09/00

Our Claim No: 84F67520
Our Insured: THOMAS CONWAY

Enclosed are our supporting documents for this subrogation claim. The total amount of our claim is \$ \$2005.64 This amount includes our insured's \$ 200 deductible. We will reimburse our insured their deductible upon receipt of your payment.

Please review the enclosed material and contact our office if you require any further information or wish to discuss any aspect of this claim.

Thank you for your assistance with this claim.

TOM KOHLES
Claim Department Ext: 6248
ALLIED Property & Casualty Ins Co

METRO ACCESSIBLE SERVICES TRANSIT FORUM (MASTF)*

(* An official Advisory group to the Metro Board of Directors
and the ADA Paratransit Program)

MINUTES

The Metro Accessible Services Transit Forum met for its monthly meeting on Thursday November 16, 2000 in Room 223 of the University Town Center, 1101 Pacific Avenue, Santa Cruz CA.

MASTF MEMBERS PRESENT: Sharon Barbour, Ted Chatterton, Connie Day, Shelly Day, Michael Doern, Mike Edwards, Kasandra Fox, Norm Hagen, Mark Hartunian, Michelle Hinkle, Will Hogan, Ed Kramer, Deborah Lane, Jeff LeBlanc, J.J. Nash, Thom Onan, Dennis Papadopulo, Lee Sassman, Barbara Schaller, Patricia Spence, Sam Storey, John Wood, Lesley Wright.

METRO STAFF PRESENT:

Bryant Baehr, Operations Department Manager
Kim Chin, Planning and Marketing Department Manager
John Daugherty, Accessible Services Coordinator
Jim Hobbs, S.E.I.U. Representative
David Konno, Facilities Maintenance Department Manager
Steve Paulson, U.T.U. Representative
Tom Stickel, Fleet Maintenance Department Manager
Randy Yagi, Senior Customer Service Representative

BOARD MEMBERS PRESENT:

Michelle Hinkle

***** MASTF MOTIONS RELATED TO THE METRO BOARD OF DIRECTORS**

None.

RELEVANT ATTACHMENTS: None.

***MASTF MOTIONS RELATED TO METRO MANAGEMENT**

- 1) MASTF recommends that Metro Management proceed with development of *I Love My Metro Transit* Buttons.
- 2) MASTF approves signing up for www.volunteermatch.org.

I. CALL TO ORDER AND INTRODUCTIONS

Chairperson Jeff LeBlanc called the meeting to order at 2:04 p.m.

II. APPROVAL OF THE OCTOBER 19, 2000 MASTF MINUTES

MASTF Motion: That the October 19, 2000 MASTF Minutes be approved.

M/S/PU: Barbour, Fox

III. AMENDMENTS TO THE AGENDA

Mr. LeBlanc reported that the MASTF Executive Committee had added "MASTF Sign Up for volunteermatch.org" to New Business last Friday. He also noted that "Election of December 2000-November 2001 MASTF Officers" would move up the Agenda to the first item of business after Oral Communication and Correspondence to accommodate members who were feeling ill.

IV. ORAL COMMUNICATION AND CORRESPONDENCE

John Wood shared with the group that he had just been hired as the orientation and mobility specialist for the Doran Center for the Blind and Visually Impaired. He noted that his last job had been at a Veterans Administration Hospital in Chicago. He noted that he was available to provide in service training and open to talking to all persons with transportation access concerns.

Sam Storey, Executive Director of Food and Nutrition Services, announced that a new Director of Transportation for Lift Line had been hired. The new Director, Mark Hartunian, came to Lift Line after four years experience overseeing specialized transportation in San Jose. Mr. Hartunian noted that he would introduce himself later in the meeting.

Kassandra Fox noted that the key to the Women's Restroom needs to be "jimmied" to open the door.

Lesley Wright shared that a new wheelchair repair service has become available to Santa Cruz County residents. She vouched for the ability of the owner of Central Coast Custom Rehab and offered business cards to interested persons.

Mike Edwards and Dennis Papadopulo described a Cabrillo College class – BOST 272 -- that offers one teacher for each student instruction on computer skills. The class is intended to serve persons with disabilities. They circulated a flyer (Attachment A) with more information on the class and other services Cabrillo College offers.

Randy Yagi circulated an early draft of new page design for *Headways*. He noted that the print was a larger font size than current schedules and that the presentation of information had changed. He asked for feedback on the new page design. He noted that the redesigned *Headways* would be published next spring.

Kim Chin asked if MASTF members had received the preliminary findings and recommendations on the audit of paratransit services and the initial findings about re certification that METRO mailed out. Mr. LeBlanc announced that a special METRO Board workshop on the audit and proposed re certification approaches was taking place tomorrow. The workshop would begin at 1 p.m. on Friday November 17, 2000 at the Holiday Inn at 611 Ocean Street in Santa Cruz. Mr. LeBlanc encouraged MASTF members to attend the workshop. He noted that the Board was expected to take action on the audit during December.

Note: The initial findings about re certification (Attachment B) are attached to these Minutes at the request of MASTF members. Preliminary findings and recommendations about the audit were mailed out by METRO to MASTF members.

V. ONGOING BUSINESS

5.1 Election of December 2000-November 2001 MASTF Officers (John Daugherty)

John Daugherty read position descriptions from the MASTF by-laws for each MASTF Officer. By acclamation, the following persons were elected to serve as MASTF Officers from December 2000 through November 2001:

Chairperson: Kasandra Fox (Nominated/Second, Kramer/Barbour)

Vice Chairperson: Deborah Lane (Kramer/Wright)

Bus Service Committee Chairperson: Sharon Barbour (LeBlanc/Lane)

Bus Stop Improvement Committee Chairperson: Jeff LeBlanc (Fox/Lane)

Training and Procedures Committee Chairperson: Dennis Papadopulo (Wright/Lane)

5.2 Input on Talking Signs

Mr. LeBlanc noted that this item had been thoroughly discussed during previous meetings. No further discussion followed his remarks.

5.3 Paratransit Update

a) ADA Paratransit Report

Mr. Hartunian described his background and noted he was into his third full week working at Lift Line. He said that he appreciated the privilege of his new position and looked forward to working with MASTF members and other concerned persons.

b) Transportation Advocacy (Thom Onan)

Thom Onan reported that there has been a lull in customer calls since last month. He noted that he looked forward to action on the recommendations from the audit.

c) Paratransit Audit Report

Mr. LeBlanc noted this item was discussed earlier in the meeting. Pat Spence observed that Mr. Hartunian has gotten right to work and is working fast on Lift Line issues.

5.4 Supreme Court Challenges to the Americans with Disabilities Act (ADA)

No report.

5.5 No Smoking at Bus Stops and Shelters

Bryant Baehr reported that a staff recommendation to post No Smoking signs at bus stops would be reviewed by the Board tomorrow. He said that the projected cost for signs was \$10,000. He noted that METRO staff would not be able to enforce the signs. "But," he stated, "three quarters of the battle, I think, is having a sign there that says No Smoking." He noted that the signs could be posted quickly.

Discussion following Mr. Baehr's report included Mr. Papadopulo's suggestion that \$10,000 would be more effectively spent on bus stop improvements. Mr. Onan asked Mr. Baehr what the effective range for No Smoking would be. Mr. Baehr responded that the length of one bus (40 feet) could become the standard the Board chooses. Mr. Wood suggested that METRO check with the Post Office and other Federal employers to see what standards are used.

5.6 Announcement of MASTF Appreciation Awards (Jeff LeBlanc)

Mr. LeBlanc reported that the MASTF Executive Committee had reviewed the nominations received verbally and in writing for Certificates of Appreciation. There were more persons nominated than one celebration could honor. The nominees selected for Certificates of Appreciation are:

- 1) Bus Stop Advisory Committee (BSAC) Sub Committee Members:
Michael Boyd, Wally Brondstatter, Floyd Crawford, David Konno and Gillian McGlaze
- 2) Beverly Edwards Bus Operator
- 3) Maria Hernandez Customer Service Representative
- 4) Ian McFadden Bus Operator
- 5) Bruce McPherson State Senator
- 6) Lisa Miller Bus Operator
- 7) David Moreau Bus Operator
- 8) Les White General Manager

Mr. LeBlanc and Mr. Daugherty noted that presentation of the Certificates would be a highlight of the last MASTF meeting of the year on December 14th. Mr. LeBlanc suggested that Ms. Fox work with Mr. Daugherty on the text for the Certificates.

5.7 MASTF Recommendations on New Bus Specifications (Jeff LeBlanc)

Mr. LeBlanc reported that the following four issues emerged from the November 2nd study session with MASTF members and METRO staff:

- The use of Talking Sign mechanisms: Mr. LeBlanc noted that the Talking Sign system favored by Mr. Kramer could be useful in a remodeled Metro Center. This sign system utilizes infrared beams to carry information to separate receivers.
- A recommendation that including a Talking Sign mechanism in each new bus be a provision of future bus orders. Mr. LeBlanc noted that additional funds needed to be secured to retrofit currently used buses.
- One unresolved issue is the choice between High Floor and Low Floor model buses. Mr. LeBlanc noted that the design of one company's Low Floor model was being challenged by a lawsuit. He also noted that Low Floor buses have been easier for seniors to enter and exit. He said the issues surrounding the bus models are "still in process."
- One "major concern" of MASTF members is being able to have the opportunity to inspect buses before METRO purchases them.

Mr. Baehr sought clarification on the last issue. He noted that he and Tom Stickel had come away from the study session with the impression that MASTF members wanted to inspect all available buses. He

noted that METRO compliance with that request could stall the process of the new bus purchase for one year. He noted that if METRO proceeded with paperwork and generated a Request for Proposal (RFP) the manufacturers responding to METRO would provide buses for evaluation. MASTF could be part of the evaluation process.

Ms. Fox responded that her recollection was that MASTF members wanted to inspect buses before an order was placed, not look at every bus on the market. She believed the group could accept an order of Low Floor buses if the coaches were wider than the current model at the wheelwell area and thus easier for wheelchair and scooter users to enter and exit than the current model.

Mr. Daugherty shared that the two key recommendations he heard at the study session were the need to inspect buses before purchase and the support for having Talking Signs become a standard feature of new buses. Mr. LeBlanc pointed out that difficulties MASTF members experienced with the first Low Floor model bus order placed by previous management had fostered “leftover paranoia.” Another issue agreed to during the study session, Mr. LeBlanc recalled, was the need to have pull cords placed at a lower height than their current Low Floor model position.

5.8 Handicab Availability

Ms. Fox requested that this item be postponed until the MASTF meeting in January.

VI New Business

6.1 Election of December 2000-November 2001 MASTF Officers (John Daugherty)

The election was carried out as the first item of business after Oral Communication and Correspondence.

6.2 Approval of *I Love My Metro Transit* Buttons

Mr. LeBlanc shared that the Buttons designed by Ms. Fox are not intended as a MASTF item, but as a promotion for METRO service. Discussion focused on language choices. One proposed Button change – replacing “My Metro” with “Our Metro” – failed as a Motion amendment. The group did accept Mr. Kramer’s suggestion that several tactile (Braille) Buttons also be produced.

The following Motion to Metro Management emerged from discussion:

MASTF Motion: MASTF recommends that Metro Management proceed with development of *I Love My Metro Transit* Buttons.

M/S/C: Barbour, C. Day

6.3 MASTF Sign Up for volunteermatch.org

Ms. Barbour reported that she had read about a website (www.volunteermatch.org) that matches interested persons with volunteer opportunities. She believed MASTF would be a good group to add to the website. Mr. Baehr noted that he had checked out the website. He noted that MUG members were also interested in signing up for it. He noted that he and Mr. Chin could assist with signing MASTF and MUG up for the website.

The following Motion to Management and MASTF Membership concluded discussion:

**MASTF Motion: MASTF approves signing up for [www. volunteermatch.org](http://www.volunteermatch.org).
M/S/PU: Barbour, Chatterton**

MASTF COMMITTEE REPORTS

6.4 Training and Procedures Committee Report (Dennis Papadopulo)

Mr. Papadopulo reported that a new cycle of veteran bus operator training was proceeding without MASTF member participation. He noted that the absence of MASTF members gave bus operators an opportunity to work on call stop issues in a peer driven setting.

6.5 Bus Service Committee Report (Sharon Barbour)

a) Metro Users Group (MUG)

Ms. Barbour reported that MUG had discussed – in addition to items brought up in MASTF today – the issue of availability of Cabrillo bus passes. Ted Chatterton noted that problems for drivers traveling through radio “blind spots” was also discussed.

b) Time Shift of Highway 17 Express Bus Schedule

Michael Doern reported that Mr. Baehr was reviewing the schedule change he suggested. Mr. Doern noted that he had proposed moving the current 10 a.m. departure at Highway 1 and Soquel Drive back 15 minutes to allow connection with Cal Train at the San Jose Train Depot. In response to questions from Will Hogan, Mr. Baehr also noted that he was also working on a proposal to lift time restrictions on the acceptance of Senior/Disabled Discount Fare for single rides of the Highway 17 Express.

6.6 Bus Stop Improvement Committee Report (Deborah Lane)

a) Bus Stop Advisory Committee (BSAC)

Ms. Lane reported that a Cabrillo College representative had been “grilled” about bus stop specifications and deployment. She noted that bus stops at Cabrillo College will have designated spaces for wheelchair and scooter users.

b) Accessible Bus Stop at Capitola Road and Clares Street

Ms. Lane reported that a field trip to the inbound bus stop near the Dakota Apartments was planned for next Monday, November 20th. She added that several people were pitching in ideas that should lead to an improved bus stop soon.

OTHER COMMITTEE REPORTS

6.7 U.T.U. Report (Steve Paulson)

Steve Paulson reported that he had just completed his turn at the training described by Mr. Papadopulo. Mr. Paulson noted that he was enlightened by the response of his peers who were uncomfortable making call stop announcements. "Everybody that I've dealt with," he stated, "recognizes that the fastest way to have problems is to not do it."

6.8 S.E.I.U. Report (Jim Hobbs)

Jim Hobbs announced that 50 new bus stop shelters were expected to be delivered during January. David Konno announced that Mr. Hobbs had just been promoted from Facilities Worker III to the position of Supervisor. Mr. Papadopulo noted that the residents at the East Cliff Village Apartments need the shelter at the outbound bus stop at Tremont and 17th Avenue repaired. Mr. Konno responded that the shelter lost there due to an accident would be replaced soon.

6.9 Commission on Disabilities Report

6.10 Board Working Group Session & Board Meeting Reports (Jeff LeBlanc)

No report on these items.

6.11 Next Month's Agenda Items

Items noted during the meeting: Presentation of MASTF Certificates of Appreciation and Paratransit Audit Report.

Mr. Doern suggested that the group offer a round of applause to Executive Committee members who have served MASTF this year.

VII Adjournment

The meeting was adjourned at 3:50 p.m.

NOTE: NEXT MAST MEETING & 12th ANNIVERSARY CELEBRATION IS: Thursday December 14, 2000 from 2:00-4:00 p.m., at Room 223 of the University Town Center, 1101 Pacific Avenue, Santa Cruz, CA.

NOTE: NEXT S.C.M.T.D. BOARD OF DIRECTORS MEETING IS: Friday December 8, 2000 at 8:30 a.m. at the S.C.M.T.D. Administrative Offices, 370 Encinal Street in Santa Cruz, CA.

NOTE: THE FOLLOWING S.C.M.T.D. BOARD OF DIRECTORS MEETING IS: Friday December 15, 2000 at 9:00 a.m. at the Santa Cruz City Council Chambers, 809 Center Street, Santa Cruz, CA.

Santa Cruz Metropolitan Transit District

Minutes-Metro Users Group

November 15, 2000

The Santa Cruz Metropolitan Transit District Metro Users Group met at 2:10 p.m., Wednesday, November 15, 2000, at the District's Encinal Conference Room, 370 Encinal Street, Suite 100, Santa Cruz.

MEMBERS PRESENT

Bruce Gabriel, Chair
Sharon Barbour
G. Ted Chatterton
Will Hogan
Barbara Schaller

VISITORS PRESENT

Mark Hartunian, Food & Nutrition Services
Cliff Nichols, Cabrillo College
Sam Storey, Food & Nutrition Services
Randy Yagi, Sr. Customer Rep. SCMTD

SCMTD STAFF PRESENT

Bryant Baehr, Operations Manager
Kim Chin, Planning & Marketing Mgr.
David Konno, Facilities Maint. Mgr.
Tom Stickel, Fleet Maint. Manager

MUG RESOLUTIONS TO METRO BOARD OF DIRECTORS

Direct Metro Staff to proceed with the buying of buses similar to those purchased two years ago, with the possible exception of more power for those assigned to the Highway 17 Express service.

Amend the motion that the Board of Directors direct Metro staff to move forward on purchasing new buses in a pro-active manner.

.....
MUG RESOLUTIONS TO METRO MANAGEMENT

1. CALL TO ORDER AND INTRODUCTION

2. ADDITIONS AND DELETIONS TO THE AGENDA

Mark Hartunian and Sam Storey of Food & Nutrition Services, Inc. introduced themselves to the MUG Committee. Mr. Storey stated that they would like to have a representative from Food & Nutrition attend MUG meetings on a regular basis. He also stated that they will be attending the MASTF meeting tomorrow to

introduce themselves and answer any questions MASTF may have. Chairperson Gabriel stated that paratransit service is a concern for the MUG Committee and encouraged Mr. Hartunian and Mr. Storey to attend the MUG meetings.

3. ORAL AND WRITTEN COMMUNICATIONS AND ANNOUNCEMENTS

Sharon Barbour stated that she read an article in Reader's Digest a website called volunteermatch.org. The article states that you can register your organization to volunteer their services. They will place you where you want to volunteer and what type of volunteer service you want to do in the area that you live in.

Bryant Baehr stated that he will look into the website and will report back to MUG what he finds out.

Ted Chatterton stated that 3 or 4 years ago, he commented about the safety of the drivers and passengers. At that time, the radio system was supposed to be the answer. The radio system hasn't changed. It is still the same now as it was back then. On Routes 30, 31, 35, 40, 41, 42 and 72 there are periods of blackouts where the drivers cannot transmit or receive on the radios. He stated that there have been serious incidents with passengers on buses. He feels it is mandatory that rather than having new fancy buses the District should buy a radio system that works. He also stated that he was on the Route 3A and he asked the driver to contact the incoming Route 40 bus and there was no connection. The radio system needs to be improved.

Bryant Baehr stated that the District spent \$78,000 upgrading all the radios on the buses. There are areas in the County that have dead spots. There are a couple of spots along the Route 40, up in the hills of Bonny Doon, and a couple of spots along the Route 35. The Route 71 has good coverage but loses connection in the outlying areas and also on the local Watsonville routes that go out toward the hills. There are four repeaters sites: Bonny Doon, Empire Grade, Kite Hill and downtown Watsonville. Bryant stated that it's not the radios or the antennas, it's the mountainous terrain. He mentioned that the Santa Cruz County Sheriff's Department officers carry cell phones because there are areas that their radios don't work, they are up in the hills and they can't get anything. The Sheriff's Department has dead spots as well as the District. Part of the District's radio system just went under repair last month and has worked out really well.

Sharon Barbour asked about the possibility of buying cell phones for the Routes 35, 71 and other routes that has dead spots.

Bryant stated that the District has started discussion regarding cell phones. There are cell phones that you can program to dial one number. The issue is what type of service is out there. Bryant appreciates Mr. Chatterton's concerns.

4. CONSENT AGENDA

ACTION: MOTION: Sharon Barbour SECOND: Barbie Schaller

Approve the following items accepted by the Committee:

- a) Receive and Accept October Meeting Minutes
- b) Monthly Attendance Report
- c) Review of Minutes of Board of Directors Meeting
- d) Review of Board Meeting Agenda Items:
 - 1. Quarterly Performance Report
 - 2. Quarterly Ridership Report

The committee voted unanimously.

5. ON-GOING ITEMS

5a) Review of Headways Redesign Issues

Kim Chin stated that due to scheduling conflicts he would like to combine his reports together, Headways, Marketing and ADA Recertification/Audit.

Headways

Mr. Chin reported that Randy Yagi has been working with the new consultant, John Webb on the redesign of Headways. Last quarter, the first issue of the Spanish version of Headways was distributed. This quarter both the English and Spanish versions will be distributed at the same time.

There was previous discussion by the MUG members regarding both issues looked the same and people would not know the difference from the English and Spanish Headways. It was suggested that the English version be in one color and the Spanish in another. Mr. Chin reported that that will happen in the next issue of Headways. The front and back covers of the Spanish version will be in blue. Mr. Yagi distributed copies of conceptual designs on what schedules may look like. Mr. Chin asked members if they have any feedback or any changes they want to add and to contact either Mr. Chin or Randy Yagi. The goal of the new redesign will take place in the Spring issue.

Randy Yagi stated that in the 16 years he has been with the District, Headways has pretty much had the same design and format. He also noted that when Kim Chin came to the District, he has done a lot to improve the bus schedule for readability and to benefit to the public. With a new graphic designer on board, they have an opportunity to go through and redesign the bus schedule.

Mr. Yagi also reported that there will be other changes to the graphics, changes to some of the font usage. The font size is going to be increased dramatically. Right now the font size is between 5 and 7 points, which is very small for people with visual disabilities to read. They are looking at an average font size of 9.3. Mr. Yagi welcomes any comments and that the graphic designer will be working on the graphics the first week of December.

Kim Chin stated that these are only conceptual designs and not the final designs. The primary objective is to make the numbers legible and we want to make sure that we expand as much as possible.

Marketing

Kim Chin reported that there will be a Marketing Event at the Sesnon House on Thursday where the District will participate with Santa Cruz TMA to promote the TMA pass program. This program is designed to provide employees of companies in the area with discounted passes. Currently, our monthly bus pass is \$40.00. The TMA will be selling those passes at a discount to members of the TMA. We are trying to promote ridership and pass usage through the TMA. The event starts at noon at Cabrillo College.

ADA Recertification/Audit

Audit: Kim Chin reported that the consultants were asked to complete 14 tasks in the audit report. The consultants completed 13 tasks. The 14th task is the recommendations conclusions section. The tasks will be reviewed at the Paratransit Workshop scheduled for Friday, November 17, 2000, to receive input from the Board of Directors and members of the public. Comments and input will be brought back for review to the Board on December 8, 2000. This will be brought back for review to MUG, MASTF, and E&D TAC for their comments. This will go back to the Board of Directors for final adoption on December 15th.

Recertification: Kim Chin reported that this is a similar process as the audit. The consultants will be presenting their initial findings at the November 17, 2000, workshop. This will also be brought back for Board review in December. After receiving input from the committees and

community in January, this will go to the Board for adoption in February. The audit will be completed in December, the Recertification in February.

5b) Service and Planning Update

5c) Marketing

Discussed under 5a.

5d) Cabrillo College

Bryant Baehr reported that ridership is down 30%. Cabrillo has notified the District that they will not pay for service when Cabrillo is not in session. Cabrillo passes will not be valid, specifically during the Christmas break and Easter break. Cabrillo was paying for the service that the District was providing that they no longer wish to pay for. Mark and Les have attended meetings with Cabrillo to talk about these issues, but there has not been any movement.

Chairperson Gabriel stated that he is concerned about this. He indicated that this is a student issue because the students use the buses. MUG wrote a letter last month asking for a meeting with the Student Senate, Cabrillo staff, Metro staff and the MUG Chair. Cliff Nichols of Cabrillo stated that he will look into this and report back to MUG.

Bryant stated that this is a loss of revenue. The service is the same its been for years, but the revenue to support that service is down by 30%.

Cliff Nichols stated that the bus pass program is currently being studied. There is a Transportation Management Committee that involves students, administration, off-site group such as Metro staff, SCCRTC staff and TMA. A questionnaire has been created that will be administered to staff shortly and then to the students after the second semester starts to get their input.

Will Hogan asked if there was some way to provide a pro-rated monthly pass where a portion of the month that the Cabrillo pass is not valid. The current Cabrillo pass is good until December 16th.

Cliff Nichols stated that there has been discussion at Cabrillo about having a student I.D. card with the stripe on it so that it can also be use as a bus pass.

Sharon Barbour stated that this is not entirely a student issue, it is also an issue with all the homeowners and renters in the area who have their driveways and front yards blocked by all the people parking their cars where they should not be parking.

Cliff Nichols stated that Cabrillo has been going into the neighborhoods and putting tags on the cars reminding them they are not supposed to be parking there. There is the two-story parking structure currently under construction, which will add more spaces and is partially opened. It is due to be completed by the first of the year.

Will Hogan asked what was happening at the top of the hill.

Mr. Nichols reported that the Horticultural Department will be located up on the hill. There will be limited parking up there for staff and faculty.

Chairperson Gabriel indicated that in the past you had a choice, you either bought a bus pass or parking permit.

Will Hogan asked what the difference is between Cabrillo College and UCSC.

Bryant stated that with UCSC it is mandatory, you pay the transportation fee. That's the way it was with Cabrillo up until 18 months ago where students had a choice. You either bought a bus pass or a parking permit, you didn't have an option and now students don't have to buy anything.

Chairperson Gabriel asked if the committee would like to continue this discussion after the meeting at Cabrillo regarding the bus pass program.

6. UPDATES

6a) ADA Recertification/Audit

Discussed under 5a.

7. NEW BUSINESS

7a) Bus Procurement

Bryant Baehr reported that there is \$17.5 million to buy 35 new buses. Some of the buses are designated for Highway 17, eight to replace the Golden Gate buses, two for expansion and the rest for local service and replacing some of the buses we currently have. He had a meeting with

the MASTF subgroup and Tom Stickel, to get their ideas and will bring their ideas at the their regular MASTF meeting. MASTF's recommendation is they want to try it before we buy it and try it before we spec it.

The District has the money now to purchase buses. When you place an order for buses it is an 18-month to two-year ordering time. If the Board took action in February, the District places an order and you're looking at mid-2003 for delivery of buses.

Bryant stated that a lot of it depends on the MASTF meeting tomorrow. MASTF is set on going through various tests before going out to bid. Once you go out to bid, they will tell you what they can offer you at that price and then you evaluate the proposals based on that. The bid process can take 30 to 60 days. MASTF will give some direction as to where they want to go with this. If they are set on where they want to see it before you bid on it, Les White will have to make a decision as to whether that works or not. There is a lot of energy and effort going into what's best for the community. The District's fleet is falling apart.

Chairperson Gabriel stated that the District has a great management team. He wants to move this forward as soon as possible.

Will Hogan asked what the general feeling is about the present set of buses the District bought two years.

Bryant stated that there is the issue of the low-floor. The maneuverability of the wheelchair going pass the wheel wells coming in the door, the low-floors have an adherent problem with the sidewalks. There are a lot of areas that don't have sidewalks, so when lift comes out it creates a problems. It has a detrimental affect on the wheelchair situation even when the bus is kneeling. There is also padding on the seats and the location of bell ring switches. We need more power on the buses so that they can get up on Highway 17 better.

Tom Stickel stated that one of the things you need to be careful about in the delay process is being in compliance with the emissions regulations. The farther you delay the process you could run up against the deadline, if you don't have replacement buses, the buses that you have are not in compliance, and therefore, illegal to run on the street. Mr. Stickel also stated that the horsepower is an issue, however, the engine choices are limited because of emission regulations. We are somewhat limited in what power plants we can spec based on the style of bus we receive for transit services and for suburban commute service.

ACTION: MOTION: Will Hogan SECOND: Barbara Schaller

Direct Metro Staff to proceed with the buying of buses similar to those purchased two years ago, with the possible exception of more power for those assigned to the Highway 17 Express service.

ACTION: MOTION: Sharon Barbour SECOND: Ted Chatterton

Amend the motion that the Board of Directors direct Metro staff to move forward on purchasing new buses in a pro-active manner.

The committee voted unanimously.

8. OPEN DISCUSSION

Tom Stickel stated that the recertification and audit workshop will be held on Friday, November 17th from 1:00 p.m. to 5:00 p.m. at the Holiday Inn on Ocean Street.

9. ADJOURNMENT

The meeting adjourned at 3:50 p.m.

Respectfully submitted,

DEBBIE GUERRERO
Administrative Secretary

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: December 15, 2000

TO: Board of Directors

FROM: Elisabeth Ross, Manager of Finance

SUBJECT: MONTHLY BUDGET STATUS REPORT FOR OCTOBER 2000, AND APPROVAL OF BUDGET TRANSFERS

I. RECOMMENDED ACTION

Staff recommends that the Board of Directors approve the budget transfers for the period of November 1 - 30, 2000.

II. SUMMARY OF ISSUES

- Operating revenue for the year to date totals \$8,705,614 or \$237,327 over the amount of revenue expected to be received during the first four months of the fiscal year, based on the revised budget.
- Total operating expenses for the year to date, including grant programs, in the amount of \$8,379,127, are at 28.6% of the revised budget. Day to day operating expenses total \$8,369,132 or 29.1% of the revised budget.
- A total of \$230,291 has been expended through October 31st for the FY 00-01 Capital Improvement Program.

III. DISCUSSION

An analysis of the District's budget status is prepared monthly in order to apprise the Board of Directors of the District's actual revenues and expenses in relation to the adopted operating and capital budgets for the fiscal year. The attached monthly revenue and expense report represents the status of the District's FY 00-01 budget as of October 31, 2000. The fiscal year is 33.3% elapsed.

A. Operating Revenues

Revenues are \$237,327 over the amount projected to be received for the period. Sales tax revenue is \$182,584 ahead of budget projections as of October 31st due to a higher quarterly wrap-up payment than projected. Variances are explained in the notes following the report.

B. Operating Expenses

Day to day operating expenses for the year to date (excluding grant-funded programs, capital transfers and pass-through programs) total \$8,369,132 or 29.1% of the revised budget, with 33.3% of the year elapsed. Variances are explained in the notes following the report.

C. Capital Improvement Program

For the year to date, a total of \$230,291 has been expended on the Capital Improvement Program.

IV. FINANCIAL CONSIDERATIONS

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

V. ATTACHMENTS

Attachment A: Revenue and Expense Report for October 2000, and Budget Transfers

**MONTHLY REVENUE AND EXPENSE REPORT
OPERATING REVENUE - OCTOBER 2000**

Operating Revenue	FY 00-01 Budgeted for Month	FY 00-01 Actual for Month	FY 00-01 Budgeted YTD	FY 99-00 Actual YTD	FY 00-01 Actual YTD	YTD Variance from Budgetec	
Passenger Fares	\$ 280,192	\$ 277,856	\$ 1,109,000	\$ 1,064,333	\$ 1,106,664	\$ (2,336)	See Note 1
Paratransit Fares	\$ 22,780	\$ 17,322	\$ 62,829	\$ 31,512	\$ 52,628	\$ (10,201)	See Note 1
Special Transit Fares	\$ 210,429	\$ 237,908	\$ 422,952	\$ 431,998	\$ 454,917	\$ 31,965	See Note 1
Highway 17 Revenue	\$ 64,675	\$ 77,518	\$ 263,148	\$ 233,655	\$ 285,895	\$ 22,747	See Note 1
Advertising Income	\$ 12,000	\$ 12,000	\$ 48,000	\$ 40,000	\$ 48,000	\$ -	
Other Aux Transp Rev	\$ 917	\$ 1,055	\$ 3,667	\$ 3,856	\$ 4,323	\$ 656	
Rent Income	\$ 10,629	\$ 8,510	\$ 42,516	\$ 31,316	\$ 41,197	\$ (1,319)	
Interest - General Fund	\$ 95,266	\$ 109,384	\$ 406,414	\$ 256,981	\$ 420,532	\$ 14,118	
Non-Transportation Rev	\$ 533	\$ 127	\$ 2,133	\$ 631	\$ 1,246	\$ (887)	
Sales Tax Income	\$ 1,036,000	\$ 1,035,100	\$ 4,858,325	\$ 4,583,286	\$ 5,040,909	\$ 182,584	See Note 2
TDA Funds	\$ -	\$ -	\$ 1,249,303	\$ 1,168,517	\$ 1,249,303	\$ -	
MBUAPCD Funding	\$ -		\$ -				
Other Local Funding - TDA	\$ -		\$ -				
State Guideway Funding	\$ -		\$ -				
Other State Funding	\$ -		\$ -				
FTA Op Asst - Sec 5303	\$ -		\$ -				
FTA Op Asst - Sec 5307	\$ -		\$ -				
FTA Op Asst - Sec 5311	\$ -		\$ -				
Other Federal Grants	\$ -		\$ -				
Other Revenue	\$ -		\$ -				
Total Operating Revenue	\$ 1,733,421	\$ 1,776,780	\$ 8,468,287	\$ 7,846,085	\$ 8,705,614	\$ 237,327	

**MONTHLY REVENUE AND EXPENSE REPORT
OPERATING EXPENSE SUMMARY - OCTOBER 2000**

	FY 00-01 Final Budget	FY 00-01 Revised Budget	FY 99-00 Expended YTD	FY 00-01 Expended YTD	Percent Expended of Budget	
PERSONNEL ACCOUNTS						
Administration	\$ 586,021	\$ 557,021	\$ 123,010	\$ 160,742	28.9%	
Finance	\$ 526,041	\$ 506,041	\$ 122,506	\$ 144,000	28.5%	
Planning & Marketing	\$ 799,773	\$ 858,773	\$ 215,902	\$ 222,393	25.9%	
Human Resources	\$ 419,954	\$ 424,454	\$ 104,748	\$ 149,920	35.3%	See Note 3
Information Technology	\$ 346,012	\$ 346,012	\$ 66,077	\$ 98,778	28.5%	
District Counsel	\$ 294,577	\$ 271,576	\$ 60,418	\$ 57,988	21.4%	
Facilities Maintenance	\$ 955,338	\$ 953,838	\$ 245,409	\$ 273,089	28.6%	
Operations	\$ 1,785,628	\$ 1,706,628	\$ 477,269	\$ 521,769	30.6%	
Bus Operators	\$ 10,088,130	\$ 10,159,750	\$ 2,754,681	\$ 3,235,493	31.8%	
Fleet Maintenance	\$ 3,371,075	\$ 3,532,925	\$ 813,432	\$ 944,579	26.7%	
Retired Employees Benefits	\$ 354,602	\$ 354,602	\$ 19,260	\$ 105,823	29.8%	
Total Personnel	\$ 19,527,151	\$ 19,671,220	\$ 5,032,712	\$ 5,914,574	30.1%	
NON-PERSONNEL ACCOUNTS						
Administration	\$ 539,600	\$ 543,465	\$ 170,166	\$ 162,110	29.8%	
Finance	\$ 464,325	\$ 464,460	\$ 169,340	\$ 187,912	40.5%	See Note 4
Planning & Marketing	\$ 188,425	\$ 188,425	\$ 50,657	\$ 33,896	18.0%	
Human Resources	\$ 92,740	\$ 104,960	\$ 34,433	\$ 25,709	24.5%	
Information Technology	\$ 95,925	\$ 95,925	\$ 31,798	\$ 40,842	42.6%	See Note 5
District Counsel	\$ 311,405	\$ 184,405	\$ 39,624	\$ 32,553	17.7%	
Facilities Maintenance	\$ 201,791	\$ 209,791	\$ 63,305	\$ 53,702	25.6%	
Wats TC Operation	\$ 89,244	\$ 88,994	\$ 23,007	\$ 21,020	23.6%	
Santa Cruz Metro Center	\$ 253,030	\$ 253,280	\$ 64,093	\$ 55,458	21.9%	
Scotts Valley TC	\$ 122,535	\$ 122,535	\$ 39,804	\$ 20,193	16.5%	
Paratransit Program	\$ 3,244,666	\$ 3,244,666	\$ 413,801	\$ 701,220	21.6%	See Note 6
Operations	\$ 201,891	\$ 201,791	\$ 490,244	\$ 60,324	29.9%	
Bus Operators	\$ 6,000	\$ 6,000	\$ -	\$ 958	16.0%	
Fleet Maintenance	\$ 2,747,222	\$ 3,215,532	\$ 623,401	\$ 1,139,924	35.5%	See Note 7
Op Prog/SCCIC	\$ 1,300	\$ 8,054	\$ 10	\$ 2,561	31.8%	
Reserve for Service Additions	\$ 150,000	\$ 150,000	\$ -	\$ -	0.0%	
Pre-Paid Exp Adj/Incurred W/C	\$ -	\$ -	\$ (77,830)	\$ (83,824)		See Note 8
Total Non-Personnel	\$ 8,710,099	\$ 9,082,283	\$ 2,135,853	\$ 2,454,558	27.0%	
Subtotal Operating Expense	\$ 28,237,250	\$ 28,753,503	\$ 7,168,565	\$ 8,369,132	29.1%	
Grant Funded Studies/Programs	\$ 43,750	\$ 97,496	\$ 3,357	\$ 9,995	10.3%	
Transfer to/from Cap Program	\$ -	\$ -	\$ -	\$ -	0.0%	
Pass Through Programs	\$ 450,000	\$ 480,000	\$ -	\$ -	0.0%	
	\$ -	\$ -	\$ -	\$ -		
Total Operating Expense	\$ 28,731,000	\$ 29,331,000	\$ 7,171,922	\$ 8,379,127	28.6%	
YTD Operating Revenue Over YTD Expense				\$ 326,487		

**CONSOLIDATED OPERATING EXPENSE
OCTOBER 2000**

	FY 00-01 Final Budget	FY 00-01 Revised Budget	FY 99-00 Expended YTD	FY 00-01 Expended YTD	YTD of Budget	
LABOR						
Operators Wages	\$ 5,275,946	\$ 5,357,442	\$ 1,529,680	\$ 1,734,883	32.4%	
Operators Overtime	\$ 687,958	\$ 687,958	\$ 213,662	\$ 262,337	37.9%	See Note 9
Other Salaries	\$ 55,551,028	\$ 55,525,674	\$ 1,392,846	\$ 1,562,945	28.3%	
Other Overtime	\$ 211,271	\$ 211,271	\$ 76,547	\$ 79,528	37.6%	See Note 10
	\$ 11,726,200	\$ 11,785,765	\$ 3,212,735	\$ 3,639,693	30.9%	
FRINGE BENEFITS						
Medicare/Soc Sec	\$ 96,120	\$ 112,450	\$ 26,431	\$ 33,438	29.7%	
PERS Retirement	\$ 855,952	\$ 864,508	\$ 223,575	\$ 252,946	29.3%	
Medical Insurance	\$ 1,859,621	\$ 1,886,341	\$ 436,142	\$ 577,823	30.6%	
Dental Plan	\$ 501,187	\$ 507,271	\$ 115,970	\$ 147,067	29.0%	
Vision Insurance	\$ 122,065	\$ 123,541	\$ 31,566	\$ 35,044	28.4%	
Life Insurance	\$ 64,318	\$ 64,858	\$ 15,757	\$ 16,927	26.1%	
State Disability Ins	\$ 106,904	\$ 108,896	\$ 11,261	\$ 26,528	24.4%	
Long Term Disability Ins	\$ 444,702	\$ 447,894	\$ 64,738	\$ 124,688	27.8%	
Unemployment Insurance	\$ 27,692	\$ 28,208	\$ 1,719	\$ 1,254	4.4%	
Workers Comp/Incurred WC	\$ 1,373,821	\$ 1,391,821	\$ 253,551	\$ 313,993	22.6%	
Absence w/Pay	\$ 2,325,929	\$ 2,325,929	\$ 633,352	\$ 736,893	31.7%	
Other Fringe Benefits	\$ 23,640	\$ 23,740	\$ 5,911	\$ 8,279	34.9%	See Note 11
	\$ 7,800,951	\$ 7,885,457	\$ 1,819,973	\$ 2,274,880	28.8%	
SERVICES						
Acctng/Admin/Bank Fees	\$ 413,210	\$ 413,010	\$ 62,839	\$ 104,417	25.3%	
Prof/Legis/Legal Services	\$ 284,475	\$ 345,501	\$ 25,967	\$ 48,414	14.0%	
Temporary Help	\$ 12,534	\$ 87,098	\$ 46,019	\$ 53,954	61.9%	See Note 12
Uniforms & Laundry	\$ 38,497	\$ 38,497	\$ 9,665	\$ 13,303	34.6%	See Note 13
Security Services	\$ 297,843	\$ 297,843	\$ 86,352	\$ 71,466	24.0%	
Outside Repair - Bldgs/Eqmt	\$ 160,444	\$ 160,244	\$ 41,821	\$ 44,171	27.6%	
Outside Repair - Vehicles	\$ 245,000	\$ 245,000	\$ 73,460	\$ 65,052	26.6%	
Waste Disp/Ads/Other	\$ 163,855	\$ 162,895	\$ 38,632	\$ 38,511	23.6%	
	\$ 1,615,858	\$ 1,750,088	\$ 384,755	\$ 439,290	25.1%	
CONTRACT TRANSPORTATION						
Contract Transportation	\$ 400	\$ 400	\$ -	\$ -	0.0%	
Paratransit Service	\$ 3,033,966	\$ 3,033,966	\$ 413,801	\$ 643,599	21.2%	See Note 6
Hwy 17 Service	\$ -	\$ -	\$ 412,827	\$ -	0.0%	
	\$ 3,034,366	\$ 3,034,366	\$ 826,628	\$ 643,599	21.2%	
MOBILE MATERIALS						
Fuels & Lubricants	\$ 1,190,637	\$ 1,628,637	\$ 253,145	\$ 418,147	25.7%	
Tires & Tubes	\$ 150,000	\$ 150,000	\$ 58,269	\$ 33,029	22.0%	
Body/Upholstery Supplies	\$ 7,500	\$ 7,500	\$ 903	\$ 545	7.3%	
Revenue Vehicle Parts	\$ 603,885	\$ 603,885	\$ 147,328	\$ 236,418	39.1%	See Note 14
Inventory Adjustment	\$ -	\$ -	\$ (54,530)	\$ 198,600		See Note 15
	\$ 1,952,022	\$ 2,390,022	\$ 405,115	\$ 886,739	37.1%	

**CONSOLIDATED OPERATING EXPENSE
OCTOBER 2000**

	FY 00-01		FY 00-01		FY 99-00	FY 00-01	% Exp			
	Final	Budget	Revised	Budget	Expended YTD	Expended YTD	YTD of Budget			
OTHER MATERIALS										
Postage & Mailing/Freight	\$	17,100	\$	17,600	\$	5,166	\$	3,532	20.1%	
Printing	\$	86,411	\$	85,911	\$	19,542	\$	17,608	20.5%	
Office/Computer Supplies	\$	68,318	\$	68,183	\$	22,427	\$	22,526	33.0%	
Safety Supplies	\$	17,928	\$	17,928	\$	3,740	\$	3,125	17.4%	
Cleaning Supplies	\$	70,400	\$	70,400	\$	24,722	\$	12,981	18.4%	
Repair & Maint Supplies	\$	72,780	\$	79,980	\$	21,406	\$	23,574	29.5%	
Parts, Non-Inventory	\$	50,000	\$	50,000	\$	12,785	\$	18,636	37.3%	See Note 16
Tools/Tool Allowance	\$	19,780	\$	20,380	\$	2,794	\$	2,327	11.4%	
Photos/Mktg/Other Supplies	\$	15,862	\$	15,862	\$	3,274	\$	5,456	34.4%	See Note 17
	\$	418,579	\$	426,244	\$	115,856	\$	109,767	25.8%	
UTILITIES	\$	312,079	\$	312,079	\$	92,054	\$	82,430	26.4%	
CASUALTY & LIABILITY										
Insurance - Prop/PL & PD	\$	175,000	\$	175,000	\$	35,506	\$	46,425	26.5%	
Settlement Costs	\$	250,000	\$	100,000	\$	21,671	\$	11,934	11.9%	
Repairs to Prop	\$	11,750	\$	11,750	\$	(2,227)	\$	(1,415)		See Note 18
Prof/Other Services	\$	30,500	\$	30,500	\$	12,663	\$	7,205	23.6%	
	\$	467,250	\$	317,250	\$	67,613	\$	64,149	20.2%	
8,429'S	\$	41,872	\$	42,072	\$	19,737	\$		20.0%	
MISC EXPENSES										
Dues & Subscriptions	\$	50,564	\$	43,164	\$	10,703	\$	11,531	26.7%	
Media Advertising	\$	46,400	\$	49,400	\$	6,737	\$	1,154	2.3%	
Employee Incentive Program	\$	15,000	\$	15,135	\$	2,994	\$	1,709	11.3%	
Training	\$	42,170	\$	42,170	\$	13,926	\$	12,872	30.5%	
Travel & Local Meetings	\$	61,125	\$	61,125	\$	19,243	\$	18,744	22.5%	
Other Misc Expenses	\$	13,500	\$	13,500	\$	4,128	\$	7,544	55.9%	See Note 19
	\$	228,659	\$	224,494	\$	57,731	\$	48,555	21.6%	
OTHER EXPENSES										
Leases & Rentals	\$	533,164	\$	533,164	\$	162,123	\$	181,596	34.1%	See Note 20
Service Reserve	\$	150,000	\$	150,000	\$	-	\$	-	0.0%	
Transfer to Capital	\$	-	\$	-	\$	7,599	\$		0.0%	
Pass Through Programs	\$	450,000	\$	480,000	\$	-	\$		0.0%	
	\$	1,133,164	\$	1,163,164	\$	169,722	\$	181,596	15.6%	
Total Operating Expense	\$	28,731,000	\$	29,331,000	\$	7,171,922	\$	8,379,127	28.6%	

**MONTHLY REVENUE AND EXPENSE REPORT
FY 00-01 CAPITAL IMPROVEMENT PROGRAM**

CAPITAL PROJECTS	Program Budget	Expended in October	YTD Expended
	"		
<u>Grant Funded Projects</u>			
Consolidated Operating Facility	\$ 8,104,770		\$ 68,948
Urban Bus Replacement	\$ 7,600,591		
Engine Repower Project	\$ 3,037,000		
ADA Paratransit Vehicles	\$ 287,500		
Farebox Replacement	\$ 1,000,000		
Computer System	\$ 152,500	\$ 8,217	\$ 45,125
Benches with Bike Storage (MBUAPCD)	\$ -30,000		\$ 19,164
Non-Revenue Vehicle Replacement CNG	\$ 130,000		
Talking Bus	\$ 4,500	--	\$ 4,500
	\$ 20,346,861		
<u>District Funded Projects</u>			
Bus Stop Improvements	\$ 203,600	\$ 875	\$ 3,538
Yield Signs for Buses	\$ 56,000		
Radio Replacement	\$ 12,000		
Software for HR, Fac Mnt, Flt Mnt	\$ 75,000		
Bike Racks for Buses	\$ 4,500		
Scotts Valley Transit Center Construction	\$ 9,000		
Facilities Repair & Improvements	\$ 1,99,023	\$ 23,648	\$ 13,648
Machinery/Equipment Repair/Impr	\$ 47,100	\$ 3,191	\$ 53,942
Non-Revenue Vehicle Replacement	\$ -160,000		\$ 19,827
Office Equipment	\$ 8,500	\$ 1,599	\$ 1,599
	\$ 774,723		
TOTAL CAPITAL PROJECTS	\$ 21,121,584	\$ 37,530	\$ 230,291
CAPITAL FUNDING SOURCES	Budget	Received in October	YTD Received
Federal Capital Grants	\$ 14,554,489		
State Capital Grants	\$		
STA Funding	\$ 787,198		
Local Capital Grants	\$ 60,481		
Transfer from Operating Budget	\$ -		
Interest Income	\$ --		
District Reserves	\$ 5,719,416	\$ 37,530	\$ 230,291
TOTAL CAPITAL FUNDING	\$ 21,121,584	\$ 37,530	\$ 230,291

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
NOTES TO REVENUE AND EXPENSE REPORT

1. Passenger fares (farebox and pass sales) are \$2,336 or 0.2% under the revised budget amount for the year to date. Paratransit fares are \$10,201 or 16% under budget for the period. Special transit fares (contracts) are \$3 1,965 or 7% over the budgeted amount. Highway 17 Express revenue is \$22,747 or 8% over the year to date budgeted amount. Together, all four passenger revenue accounts are over the budgeted amount for the first four months of the fiscal year by a net \$42,175 or 2%.
2. Sales tax income is \$182,584 or 3.7% over budget for the first four months of the fiscal year due to a higher quarterly wrap-up payment than projected. The budget projected a 6% increase over the previous year for the April-June sales period, while the receipts actually increased 11.7%.
3. Human Resources personnel expenses are at 35.3% of the budget because the dental insurance premium payment for November was charged to Human Resources in its entirety. Normally, the premium is allocated by department but this was not completed this month by the report deadline.
4. Finance non-personnel expense is at 40.5% of the budget due to the annual payment of insurance premiums.
5. Information Technology non-personnel expenses are at 42.6% of the budget due to quarterly maintenance agreement payments, volume purchase of computer supplies, and purchase of computer training vouchers.
6. Paratransit program expense is only at 2 1.6% of the budget because the October billing was not submitted by Food & Nutrition by the report deadline. If the October payment was included, year-to-date expense would be closer to 27% of the budget.
7. Fleet Maintenance non-personnel expense is at 35.5% of the budget due to purchase of replacement engines.
8. Pre-paid expense adjustment provides for allocating large annual payments, such as casualty and liability insurance, over the entire year so that the total expenses District-wide for the month and year to date are not skewed.
9. Bus Operator overtime is at 37.9% of the revised budget to cover shifts of several operators on long-term absence.
10. Other overtime is at 37.6% of the budget due to high overtime in Operations as a result of Transit Supervisor absences. Total payroll for non-Operators is within budget.
11. Other fringe benefit expense is at 34.9% of the budget due to payment for six months of license renewal medical exams and the quarterly EAP payment.

12. Temporary help is at 6 1.9% of the budget due to hire of temporary workers during recruitment of new employees in the departments of Human Resources and Facilities Maintenance, and a long-term absence in Human Resources.
13. Uniforms and laundry expense is at 34.6% of the budget due to purchase of raingear.
14. Parts expense is at 39.1% of the budget due to purchase of replacement engines.
15. Each month, the change in the Fleet Maintenance inventory value is recorded as either an expense or credit depending on whether the inventory increased or decreased.
16. Non-inventory parts expense is at 37.3% of the budget due to volume purchases.
17. Photos, marketing supplies and other supplies are at 34.4% of the budget due to volume purchases.
18. Repairs to property is a casualty and liability account to which repairs to District vehicles and property are charged when another party is liable for the damage. All collections made from other parties for property repair are applied to this account to offset the District's repair costs. Collections have been applied for the year to date, but some repairs have yet to be charged to the account.
19. Other miscellaneous expense is at 55.9% of the budget due to write-offs of uncollectable debts.
20. Leases and rentals are at 34.1% of the budget due to the payment of some November rents in October.

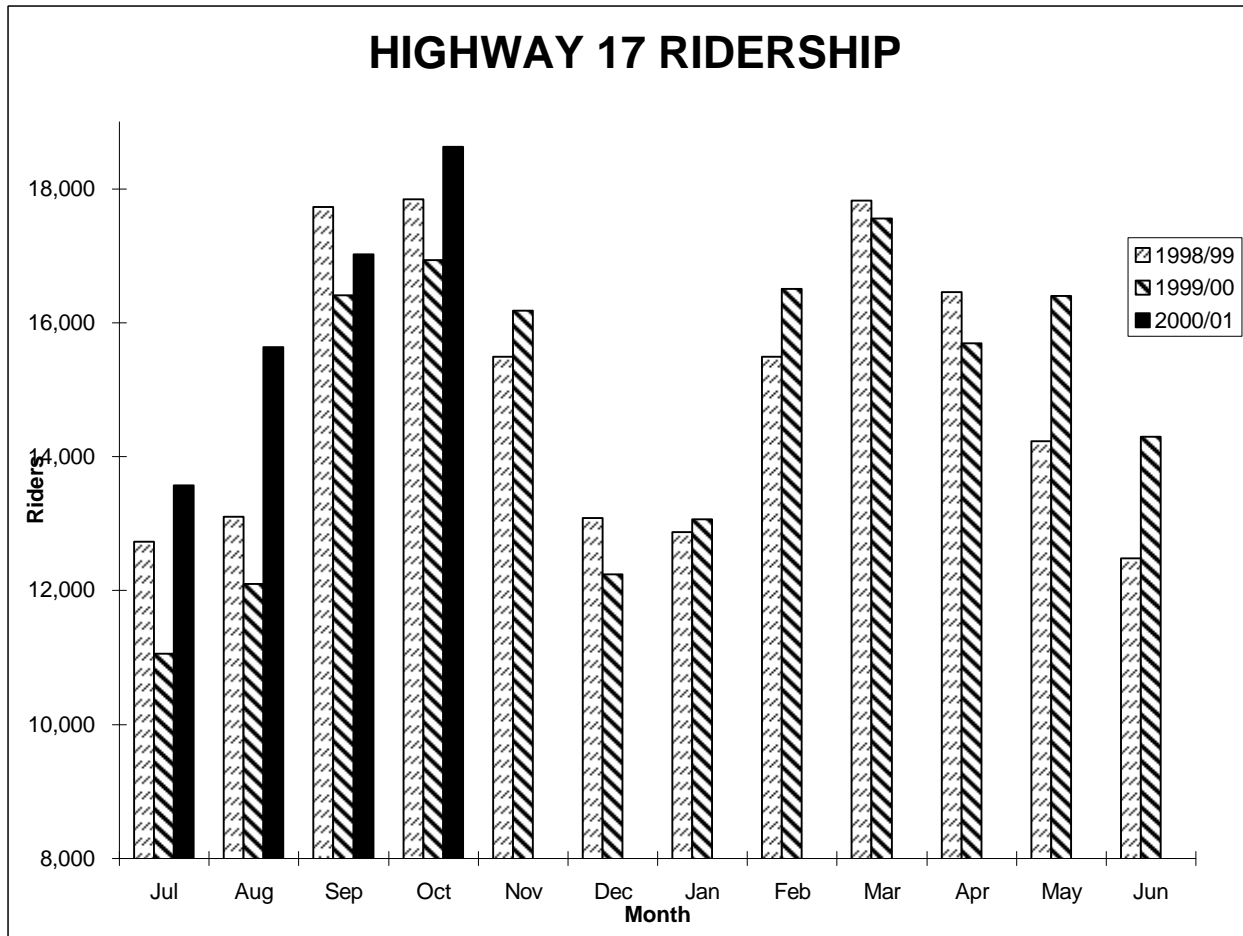
FY 00-01 BUDGET TRANSFERS

11 /1/00 -11/30/00

	ACCOUNT #	ACCOUNT TITLE	AMOUNT
TRANSFER # 01-016			
TRANSFER FROM:	2400505031	Telecommunications	\$ (250)
TRANSFER TO:	2500-505031	Telecommunications	\$ 250
REASON:	To cover account overruns for Watsonville Transit Center.		
TRANSFER # 01-017			
TRANSFER FROM:	1400-501021	Other Salaries	\$ (5,000)
TRANSFER TO:	1400-503041	Temporary Help	\$ 5,000
REASON:	To cover overruns in Temp Help account for Human Resources Department.		
TRANSFER # 01-018			
TRANSFER FROM:	1200-503012	Admin/Bank Fees	\$ (200)
TRANSFER TO:	1200-507201	Licenses & Permits	\$ 200
REASON:	To cover account overrun in the Finance Department.		
TRANSFER # 01-019			
TRANSFER FROM:	110001-514020	Steam Cleaner at Dubois	\$ (7,700)
TRANSFER TO:	100001-514020	Air Monitors for Fleet	\$ 3,200
	904100-514020	Digital Recorder for Ops	\$ 4,500
			<u>\$ 7,700</u>
REASON:	To cover purchases of air monitors for Fleet and replacement of the digital recorder for Operations.		

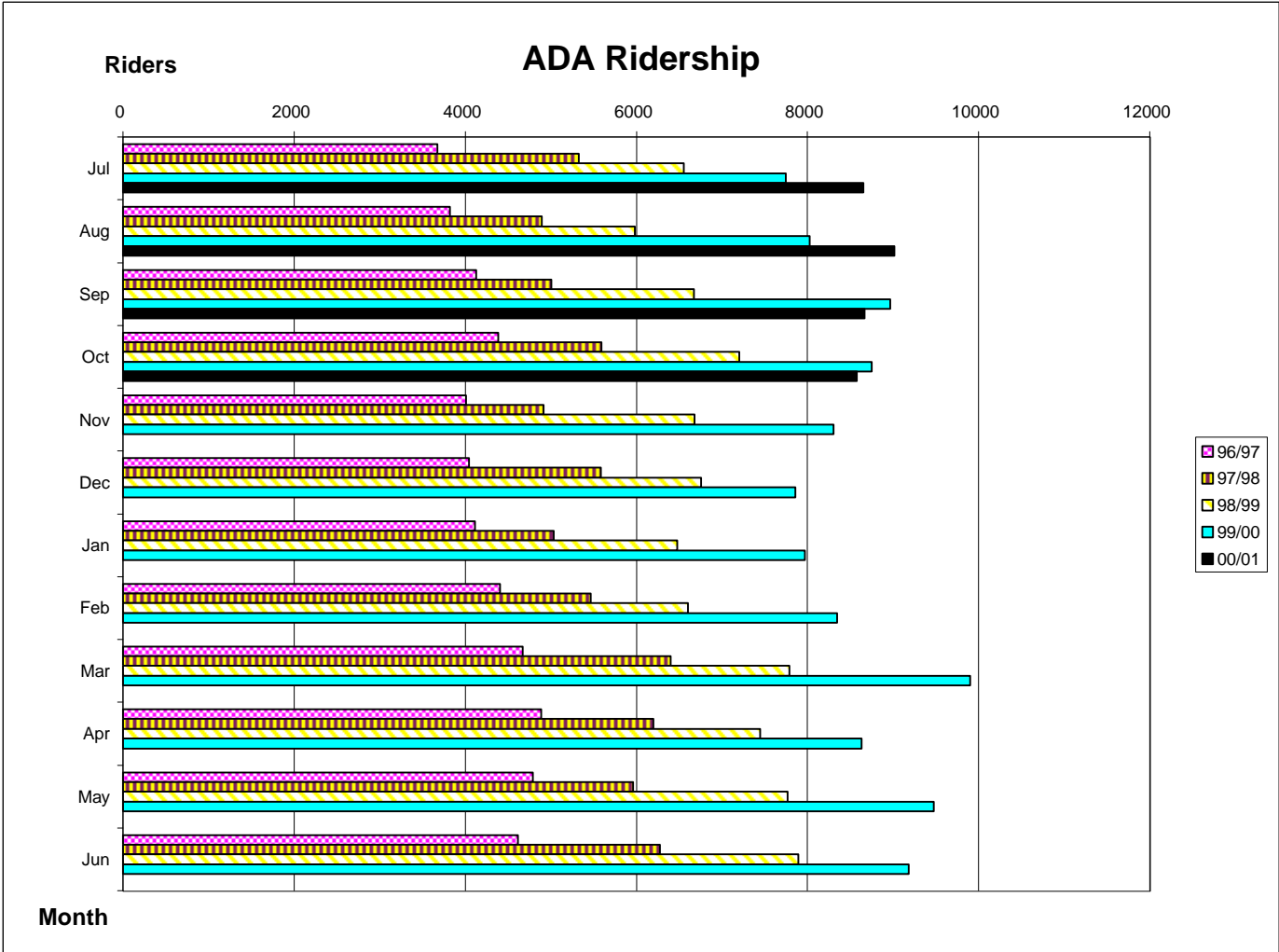
HIGHWAY 17 - NOVEMBER 2000

	November			YTD		
	2000/01	1999/00	%	2000/01	1999/00	%
FINANCIAL						
Cost	\$ 109,690	\$ 98,289	11.6%	\$ 423,801	\$ 482,444	(12.2%)
Farebox	\$ 41,848	\$ 42,344	(1.2%)	\$ 140,923	\$ 135,064	4.3%
Operating Deficit	\$ 65,012	\$ 52,481	23.9%	\$ 276,480	\$ 339,705	(18.6%)
Santa Clara Subsidy	\$ 32,506	\$ 21,006	54.7%	\$ 138,240	\$ 164,619	(16.0%)
METRO Subsidy	\$ 32,506	\$ 31,474	3.3%	\$ 138,240	\$ 296,607	(53.4%)
San Jose State Subsidy	\$ 2,830	\$ 3,465	(18.3%)	\$ 6,398	\$ 7,675	(16.6%)
STATISTICS						
Passengers	18,626	16,932	10.0%	64,852	56,502	14.8%
Revenue Miles	32,918	31,421	4.8%	127,181	125,685	1.2%
Revenue Hours	1,280	1,222	4.8%	4,946	4,888	1.2%
PRODUCTIVITY						
Cost/Passenger	\$ 5.89	\$ 5.80	1.4%	\$ 6.53	\$ 8.54	(23.5%)
Revenue/Passenger	\$ 2.25	\$ 2.50	(10.2%)	\$ 2.17	\$ 2.39	(9.1%)
Subsidy/Passenger	\$ 3.64	\$ 3.30	10.2%	\$ 4.36	\$ 6.15	(29.1%)
Passengers/Mile	0.57	0.54	5.0%	0.51	0.45	13.4%
Passengers/Hour	14.55	13.86	5.0%	13.11	11.56	13.4%
Recovery Ratio	38.2%	43.1%	(11.4%)	33.3%	28.0%	18.8%



**ADA Paratransit Program
Monthly Status Report**

	This October	Last October	% Change	This YTD	Last YTD	% Change
Cost	\$ 200,215	\$ 189,712	5.5%	\$ 804,665	\$ 723,750	11.2%
Revenue	\$17,136	\$17,486	-2.0%	\$69,764	\$66,922	4.2%
Subsidy	\$183,079	\$172,226	6.3%	\$734,901	\$656,828	11.9%
Passengers	8,568	8,743	-2.0%	34,882	33,461	4.2%
Cost/Ride	\$23.37	\$21.70	8.5%	\$23.07	\$ 21.63	7.3%
Subsidy/Ride	\$21.37	\$19.70	8.5%	\$21.07	\$19.63	7.3%
Operating Ratio	8.6%	9.2%	-7.1%	8.7%	9.2%	-6.2%
% Rides on Taxi	72.0%	69.8%	3.2%	69.7%	72.1%	-3.3%
Program Registrants	7,911	6,484	22.0%	7,911	6,484	22.0%
Rides/Registrant	1.1	1.3	-19.7%	4.4	5.2	-14.6%



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: December 15, 2000
TO: Board of Directors
FROM: Paul C. Chandley, Human Resources Manager
SUBJECT: CONSIDERATION OF DENTAL INSURANCE CONTRACT RENEWAL

I. RECOMMENDED ACTION

It is recommended that the Board of Directors authorize the General Manager to execute a one-year contract renewal amendment for employee dental insurance with Prudential HealthCare.

II. SUMMARY OF ISSUES

- The District awarded a one-year contract to Prudential HealthCare for employee dental insurance coverage in December 1997 with the option for four one-year extensions.
- The second of four one-year contract extensions will expire on December 31, 2000.
- Prudential HealthCare has offered a one-year renewal at the same rates as this year.

III. DISCUSSION

The District provides dental insurance coverage for its employees. The District selected Prudential HealthCare for employee dental insurance coverage in December 1997. The contract allows for renewals not exceeding a total five-year contract period. Prudential HealthCare has offered to renew the contract at the same rates as this year in a third year contract extension. The three tier monthly renewal rates are: employee only - \$51.35; plus one dependent - \$100.72; and plus two or more dependents \$161.18. Prudential HealthCare is a subsidiary of Aetna U.S. Healthcare and is rated A- (excellent) by A.M. Best Rating Service.

IV. FINANCIAL CONSIDERATIONS

The contract renewal rates are within this year's budgeted amounts.

V. SUMMARY OF ATTACHMENTS

Attachment A: Renewal notice from Prudential HealthCare.

Prudential HealthCare
 A member company of Aetna US Healthcare

Stacy J. Keating
 License #0C99924
 Prudential HealthCare a member
 company of
 Aetna US Healthcare
 One Embarcadero Center 3rd floor
 San Francisco, CA 94111
 Tel (415) 645-8138 Fax (415) 6488278

October 31, 2000

Jeff Calder
 Saylor & Hill
 1939 Harrison Street 9th floor
 Oakland, CA. 94612

RE: Renewal -- **Santa Cruz** Metropolitan **Transit District** (Control 1195963)

Dear Jeff:

On December 31, 2000, **Santa Cruz** Metropolitan **District** will have **completed** another **policy year** with Prudential **HealthCare**® benefit plans.

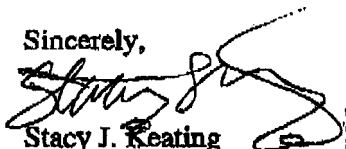
The renewal evaluation has **been completed** and effective **January 1, 2001**, the rates indicated below will apply. These rates will **appear** on their January bill.

<u>Coverage</u>	<u>Current Rate</u>	<u>Rate Adjustment</u>	<u>New Rate</u>
Prudential HealthCare Dental Maintenance Organization (DMO®)			
Employee	\$51.35	0%	\$51.35
Employee + 1 Dependent	\$100.72		\$100.72
Employee & Family	\$161.18		\$161.18

All **aspects** of this renewal **must be finalized** prior to the 7th of the month **preceeding** the renewal effective **date**. **Modifications** to the renewal which are **negotiated** and **finalized** after such date will not be effective **until** the **first** of the month following 30 days from the date the renewal **is** finalized, **and in** no event **will retroactive modifications** or premium credits be **granted** prior to the date that the **finalized renewal is** effective.

Jeff, we appreciate the opportunity to provide dental insurance coverage to the members at Santa Cruz Metropolitan District. We look forward to continuing to work with you to meet our mutual customers' benefit needs.

Sincerely,



Stacy J. Keating
Account Manager

In California, the DMO coverage is underwritten by Prudential Health Care Plan of California, Inc., a subsidiary of The Prudential Insurance Company of America. The Alternate Dental plan is underwritten by The Prudential Insurance Company of America. Prudential HealthCare PDO is underwritten by The Prudential Insurance Company of America.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: December 15, 2000

TO: Board of Directors

FROM: Margaret Gallagher, District Counsel

**SUBJECT: CONSIDERATION OF 2001 BOARD MEETING DATES AND CHANGE
IN LOCATION FROM JULY TO OCTOBER DUE TO CONSTRUCTION**

I. RECOMMENDED ACTION

Adopt the attached schedule for the regular meetings of the Board of Directors and change the location of the meetings from the Santa Cruz City Council Chambers to the Board of Supervisor's Chambers from July to October due to construction at City Hall.

II. SUMMARY OF ISSUES

- The Santa Cruz Metropolitan Transit District Bylaws set forth the Board of Director's meeting schedule in a general way stating that the regular meetings shall be on the second and third Fridays of the month.
- Attached is a specific schedule of the dates and locations of the Board of Director's regular meetings for the 2001 year.

III. DISCUSSION

The Santa Cruz Metropolitan Transit District Bylaws set forth the Board of Director's meeting schedule in a general way stating that the regular meetings shall be on the second and third Fridays of the month. For planning and scheduling purposes, Dale Carr, the Administrative Services Coordinator, has prepared a specific schedule detailing the actual dates and locations of the Board of Director's regular meetings for the 2001 -year.

The meetings scheduled for the second Friday of the month will be located in the Santa Cruz Metropolitan Transit District's administrative offices and the meetings scheduled for the third Friday of the month will generally be held at the Santa Cruz City Council Chambers. However, during the months of July through October the meetings scheduled for the third Friday of the month will be held at the Board of Supervisor Chambers because City Hall will be under construction.

Iv. FINANCIAL CONSIDERATIONS

The local jurisdictions whose facilities are used by the Transit District for meeting purposes do not charge a fee.

V. ATTACHMENTS

**Attachment A: Santa Cruz Metropolitan Transit District Board of Directors meetings
2001**

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT BOARD OF DIRECTORS MEETINGS 2001

January Meetings

- January 12, 2001 - SCMTD Administrative Offices
- January 19, 2001 - Santa Cruz City Council Chambers

February Meetings

- February 9, 2001 - SCMTD Administrative Offices
- February 16, 2001 - Santa Cruz City Council Chambers

March Meetings

- March 9, 2001 - SCMTD Administrative Offices
- March 16, 2001 - Santa Cruz City Council Chambers

April Meetings

- April 13, 2001 - SCMTD Administrative Offices
- April 20, 2001 - Santa Cruz City Council Chambers

May Meetings

- May 11, 2001 - SCMTD Administrative Offices
- May 18, 2001 - Santa Cruz City Council Chambers

June Meetings

- June 8, 2001 - SCMTD Administrative Offices
- June 15, 2001 - Santa Cruz City Council Chambers

July Meetings

- July 13, 2001 - SCMTD Administrative Offices
- July 20, 2001 - **Board of Supervisor Chambers**

August Meetings

- August 10, 2001 - SCMTD Administrative Offices
- August 17, 2001 - **Board of Supervisor Chambers**

September Meetings

- September 14, 2001 - SCMTD Administrative Offices
- September 21, 2001 - **Board of Supervisor Chambers**

October Meetings

- October 12, 2001 - SCMTD Administrative Offices
- October 19, 2001 - **Board of Supervisor Chambers**

November Meetings

- November 9, 2001 - SCMTD Administrative Offices
- November 16, 2001 - Santa Cruz City Council Chambers

December Meetings

- December 14, 2001 - SCMTD Administrative Offices
- December 21, 2001 - Santa Cruz City Council Chambers

INDICATOR	00/01 1st Qtr.	99/00 1st Qtr.	% Change	00/01 YTD	99/00 YTD	% Change
PASSENGERS						
Route	1,558,650	1,535,667	1.5%	1,558,650	1,535,667	1.5%
Contract	311,014	269,062	15.6%	311,014	269,062	15.6%
Highway 17	46,226	39,570	16.8%	46,226	39,570	16.8%
Paratransit	26,314	24,718	6.5%	26,314	24,718	6.5%
Total	1,942,204	1,869,017	3.9%	1,942,204	1,869,017	3.9%
REVENUES						
Route	\$868,076	\$824,163	5.3%	\$868,076	\$824,163	5.3%
Contract	\$217,009	\$201,140	7.9%	\$217,009	\$201,140	7.9%
Highway 17 (inc Santa Clara)	\$208,378	\$140,348	48.5%	\$208,378	\$140,348	48.5%
Paratransit	\$35,306	\$15,474	128.2%	\$35,306	\$15,474	128.2%
Total	\$1,328,768	\$1,181,125	12.5%	\$1,328,768	\$1,181,125	12.5%
MILES						
Route	711,727.0	683,027.0	4.2%	711,727.0	683,027.0	4.2%
Highway 17	94,263.8	94,263.8	0.0%	94,263.8	94,263.8	0.0%
Total	805,990.8	777,290.8	3.7%	805,990.8	777,290.8	3.7%
HOURS						
Route	52,288.00	51,483.00	1.6%	52,288.00	51,483.00	1.6%
Highway 17	3,665.97	3,665.97	0.0%	3,665.97	3,665.97	0.0%
Total	55,953.97	55,148.97	1.5%	55,953.97	55,148.97	1.5%

INDICATOR	00/01 1st Qtr.	99/00 1st Qtr.	% Change	00/01 YTD	99/00 YTD	% Change
FIXED ROUTE						
cost	\$4,917,510	\$4,398,107	11.8%	\$4,917,510	\$4,398,107	11.8%
Revenue	\$1,085,085	\$1,025,303	5.8%	\$1,085,085	\$1,025,303	5.8%
Cost/Hour	\$94.05	\$85.43	10.1%	\$94.05	\$85.43	10.1%
Cost/Passenger	\$2.63	\$2.44	7.9%	\$2.63	\$2.44	7.9%
Passengers/Hour	35.76	35.05	2.0%	35.76	35.05	2.0%
Passengers/Mile	2.63	2.64	-0.6%	2.63	2.64	-0.6%
Average Fare	\$0.58	\$0.57	2.2%	\$0.58	\$0.57	2.2%
Revenue/Hour	\$20.75	\$19.92	4.2%	\$20.75	\$19.92	4.2%
Subsidy/Passenger	\$2.05	\$1.87	9.7%	\$2.05	\$1.87	9.7%
Operating Ratio	22.07%	23.31%	-5.3%	22.07%	23.31%	-5.3%
HIGHWAY 17						
Cost	\$366,245	\$399,517	-8.3%	\$366,245	\$399,517	-8.3%
Revenue (Inc Santa Clara)	\$208,378	\$140,348	48.5%	\$208,378	\$140,348	48.5%
Cost/Hour	\$99.90	\$108.98	-8.3%	\$99.90	\$108.98	-8.3%
Cost/Passenger	\$7.92	\$10.10	-21.5%	\$7.92	\$10.10	-21.5%
Passengers/Hour	12.61	10.79	16.8%	12.61	10.79	16.8%
Passengers/Mile	0.49	0.42	16.8%	0.49	0.42	16.8%
Average Fare	\$2.22	(\$0.08)	-2792.0%	\$2.22	(\$0.08)	-2792.0%
Revenue/Hour	\$56.84	\$38.28	48.5%	\$56.84	\$38.28	48.5%
Subsidy/Passenger	\$3.42	\$6.55	-47.9%	\$3.42	\$6.55	-47.9%
Operating Ratio	56.90%	35.13%	62.0%	56.90%	35.13%	62.0%
ADA PARATRANSIT						
cost	\$ 534,578	\$ 252,061	112.1%	\$ 534,578	\$252,061	112.1%
Revenue	\$ 35,306	\$ 15,474	128.2%	\$ 35,306	\$ 15,474	128.2%
Cost/Passenger	\$ 20.32	\$ 10.20	99.2%	\$ 20.32	\$ 10.20	99.2%
Average Fare	\$ 1.34	\$ 0.63	114.3%	\$ 1.34	\$ 0.63	114.3%
Subsidy/Passenger	\$ 18.97	\$ 9.57	98.2%	\$ 18.97	\$ 9.57	98.2%
Operating Ratio	6.60%	6.14%	7.6%	6.60%	6.14%	7.6%
SYSTEM						
Cost	\$5,818,333	\$5,049,686	15.2%	\$5,818,333	\$5,049,686	15.2%
Revenue	\$1,328,768	\$1,181,125	12.5%	\$1,328,768	\$1,181,125	12.5%
Cost/Hour	\$103.98	\$91.56	13.6%	\$103.98	\$91.56	13.6%
Cost/Passenger	\$3.00	\$2.70	10.9%	\$3.00	\$2.70	10.9%
Passengers/Hour	34.71	33.89	2.4%	34.71	33.89	2.4%
Passengers/Mile	2.41	2.40	0.2%	2.41	2.40	0.2%
Average Fare	\$0.68	\$0.63	8.3%	\$0.68	\$0.63	8.3%
Revenue/Hour	\$23.75	\$21.42	10.9%	\$23.75	\$21.42	10.9%
Subsidy/Passenger	\$2.31	\$2.07	11.7%	\$2.31	\$2.07	11.7%
Operating Ratio	22.84%	23.39%	-2.4%	22.84%	23.39%	-2.4%

INDICATOR	00/01 1st Qtr.	99/00 1st Qtr.	% Change	00/01 YTD	99/00 YTD	% Change
EMPLOYMENT						
Operations	197	184	6.9%	197	184	6.9%
Fleet Maintenance	50	43	15.5%	50	43	15.5%
Planning/Marketing	12	12	0.0%	12	12	0.0%
Finance	7	7	5.0%	7	7	5.0%
Human Resources	6	6	0.0%	6	6	0.0%
Facilities Maint.	17	16	2.0%	17	16	2.0%
Administration	6	4	38.5%	6	4	38.5%
District Counsel	2	2	0.0%	2	2	0.0%
MIS	4	3	33.3%	4	3	33.3%
Total	294	272	8.0%	294	272	8.0%
EQUIPMENT						
Active Buses	89	70	27.1%	89	70	27.1%
Contingency Fleet	14	14	0.0%	14	14	0.0%
Peak Bus Requirement	67	55	20.5%	67	55	20.5%
Non-Revenue Equipment	40	40	0.0%	40	40	0.0%
OPERATIONS						
Complaints	75	72	4.2%	75	72	4.2%
Compliments	8	13	-38.5%	8	13	-38.5%
Complaints/1,000 Rides	0.039	0.039	0.3%	0.039	0.039	0.3%
Number of Missed Trips	6	10	-40.0%	6	10	-40.0%
Dropped Miles	65.0	115.0	-43.5%	65.0	115.0	-43.5%
% Service Provided	99.99	99.99	0.0%	99.99	99.99	0.0%
Platform Hours/Pay Hours	0.673	0.657	2.4%	0.673	0.657	2.4%
Operators/Peak Bus	2.70	2.84	-4.9%	2.70	2.84	-4.9%
MAINTENANCE						
Buses/Maintenance Emp.	1.79	1.63	10.1%	1.79	1.63	10.1%
Average Miles/Bus	2,987	3,768	-20.7%	2,987	3,768	-20.7%
Miles/Road Call	19,935	30,434	-34.5%	19,935	30,434	-34.5%
Parts Inventory/Bus	9,914	11,574	-14.3%	9,914	11,574	-14.3%
Diesel Fuel Consumed	206,479	170,078	21.4%	206,479	170,078	21.4%
Gasoline Consumed	1,789	1,026	74.4%	1,789	1,026	74.4%
Quarts of Oil Added - Bus	5,795	3,217	80.1%	5,795	3,217	80.1%
Miles per Gallon - Diesel	3.86	4.65	-17.0%	3.86	4.61	-16.3%
Miles/Quart Oil Added	137.6	246.0	-44.1%	137.6	246.0	-44.1%

**Quarterly Ridership Report
First Quarter 2000-2001**

Intra-County Service

	July-Sept. 2000	April-June 2000	% Change	July-Sept. 1999	% Change	FY 2000-2001 To Date	FY 1999-2000 To Date	% Change
Passenger Counts*								
Urban Collector	1,493,425	1,746,586	-14.5%	1,535,704	-2.8%	1,493,425	1,535,704	-2.8%
Urban Local	276,560	270,305	2.3%	214,284	29.1%	276,560	214,284	29.1%
Rural	73,749	62,378	18.2%	35,714	106.5%	73,749	35,714	106.5%
Shuttles**	25,930	8,902	191.3%	19,027	36.3%	25,930	19,027	36.3%
Total Passenger Counts	1,869,664	2,088,171	-10.5%	1,804,729	3.6%	1,869,664	1,804,729	3.6%
Contract Trips								
Cabrillo: Total	62,560	68,101	-8.1%	66,200	-5.5%	62,560	66,200	-5.5%
Cabrillo: Billed	41,869	44,241	-5.4%	46,228	-9.4%	41,869	46,228	-9.4%
UCSC: Total	206,026	453,203	-54.5%	180,750	14.0%	206,026	180,750	14.0%
UCSC: Billed	149,316	350,317	-57.4%	137,194	8.8%	149,316	137,194	8.8%
Contracts	42,428	24,365	74.1%	22,112	91.9%	42,428	22,112	91.9%
Total Contract Trips	311,014	545,669	-43.0%	269,062	15.6%	311,014	269,062	15.6%
Operations Information								
Service Miles	711,727	762,026	-6.6%	683,027	4.2%	711,727	683,027	4.2%
Service Hours	52,288	56,073	-6.8%	51,483	1.6%	52,288	51,483	1.6%
Passengers per Mile	2.63	2.74	-4.1%	2.64	-0.6%	2.63	2.64	-0.6%
Passengers per Hour	35.76	37.24	-4.0%	35.05	2.0%	35.76	35.05	2.0%

*Quarterly ridership is estimated by dividing passenger revenue by the average fare per passenger.

Average fare was derived in 1993 using PTA-prescribed methodology.

**The category "shuttles" includes the Santa Cruz Beach Shuttle, which resumed operation in the summer of 1999.

Highway 17 Express*

	July-Sept. 2000	April-June 2000	% Change	July-Sept. 1999	% Change	FY 2000-2001 To Date	FY 1999-2000 To Date	% Change
Passenger Trips	46,226	46,396	-0.4%	39,570	16.8%	46,226	39,570	16.8%
Service Miles	110,196	113,246	-2.7%	96,951	13.7%	110,196	96,951	13.7%
Service Hours	3,989	4,099	-2.7%	3,008	32.6%	3,989	3,008	32.6%
Passengers per Mile	0.42	0.41	2.4%	0.41	2.8%	0.42	0.41	2.8%
Passengers per Hour	11.59	11.32	2.4%	13.15	-11.9%	11.59	13.15	-11.9%

*Until Oct. 8, 1999 this service was operated by Discovery Charter. At that time, hours were reported as actual time in revenue service. When the District assumed operation of the service on Oct. 11, 1999, the service hours were reported as "platform hours," which includes layover. Therefore, revenue hours did not actually increase to the degree shown; the increase is primarily due to a change in reporting terms.

Mark

Board of Directors
December 15, 2000

Quarterly Ridership Report
First Quarter 2000-2001

Intra-County Service

	July-Sept. 2000	April-June 2000	% Change	July-Sept. 1999	% Change	FY 2000-2001 To Date	FY 1999-2000 To Date	% Change
Passenger Counts*								
Urban Collector	1,493,425	1,746,586	-14.5%	1,535,704	-2.8%	1,493,425	1,535,704	-2.8%
Urban Local	276,560	270,305	2.3%	214,284	29.1%	276,560	214,284	29.1%
Rural	73,749	62,378	18.2%	35,714	106.5%	73,749	35,714	106.5%
Shuttles**	25,930	8,902	191.3%	19,027	36.3%	25,930	19,027	36.3%
Total Passenger Counts	1,869,664	2,088,171	-10.5%	1,804,729	3.6%	1,869,664	1,804,729	3.6%
Contract Trips								
Cabrillo: Total	62,560	68,101	-8.1%	66,200	-5.5%	62,560	66,200	-5.5%
Cabrillo: Billed	41,869	44,241	-5.4%	46,228	-9.4%	41,869	46,228	-9.4%
UCSC: Total	206,026	453,203	-54.5%	180,750	14.0%	206,026	180,750	14.0%
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Operations Information								
Service Miles	711,727	762,026	-6.6%	683,027	4.2%	711,727	683,027	4.2%
Service Hours	52,288	56,073	-6.8%	51,483	1.6%	52,288	51,483	1.6%
Passengers per Mile	2.63	2.74	-4.1%	2.64	-0.6%	2.63	2.64	-0.6%
Passengers per Hour	35.76	37.24	-4.0%	35.05	2.0%	35.76	35.05	2.0%

*Quarterly ridership is estimated by dividing passenger revenue by the average fare per passenger.

Average fare was derived in 1993 using FTA-prescribed methodology.

**The category "shuttles" includes the Santa Cruz Beach Shuttle, which resumed operation in the summer of 1999.

Highway 17 Express*

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Service Miles	110,196	113,246	-2.7%	96,951	13.7%	110,196	96,951	13.7%
Service Hours	3,989	4,099	-2.7%	3,008	32.6%	3,989	3,008	32.6%
Passengers per Mile	0.42	0.41	2.4%	0.41	2.8%	0.42	0.41	2.8%
Passengers per Hour	11.59	11.32	2.4%	13.15	-11.9%	11.59	13.15	-11.9%

*Until Oct. 8, 1999 this service was operated by Discovery Charter. At that time, hours were reported as actual time in revenue service. When the District assumed operation of the service on Oct. 11, 1999, the service hours were reported as "platform hours," which includes layover. Therefore, revenue hours did not actually increase to the degree shown; the increase is primarily due to a change in reporting terms.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: December 15, 2000

TO: Board of Directors

FROM: Margaret Gallagher, District Counsel

**SUBJECT: CONSIDERATION OF ONE-YEAR LEASE OF WATSONVILLE
TRANSIT CENTER KIOSK TO LUCY MALDONADO FOR A ONE-
CHAIR BEAUTY SALON**

I. RECOMMENDED ACTION

Approve a one-year lease of the Watsonville Transit Center Kiosk Space #5 to Lucy Maldonado for a one-chair beauty salon.

II. SUMMARY OF ISSUES

- The Watsonville Transit Center was constructed with four kiosk spaces available for small businesses.
- Currently two kiosks have been leased; one to a taqueria and the other to a children's clothing store.
- One kiosk is utilized for storage by McDonalds.
- Lucy Maldonado is requesting that she be permitted to lease the only available kiosk space for a one-chair beauty salon.

III. DISCUSSION

The Watsonville Transit Center was constructed with four kiosk spaces available for small businesses. Two of the spaces have been leased and a third space is used by one of the tenants for storage. Two other potential kiosk spaces were never constructed. One of those areas is used for bicycle parking.

Lucy Maldonado has approached the Transit District with a proposal to open a one-chair beauty salon in kiosk #5. She would lease the 240-ft. square space for \$300 per month with a \$600 deposit. The lease would be for one year.

Ms. Maldonado would like to execute the lease agreement as soon as possible in order to begin operation on December 16, 2000 even though she would like some adjustments to the entryway of the kiosk. David Konno, the Manager of Facilities and Maintenance, is reviewing the costs of altering a large window into a door for easier access to the proposed salon.

Ms. Maldonado advises that she has been working in a beauty salon for the last ten years and believes that she can have a good business in Watsonville.

Other people who have expressed interest in the kiosk are Sam Wonderly who was interested in selling e-bikes and Francisco Silva who was interested in selling Mexican Pastries. Mr. Wonderly has not been able to put a proposal together and I have been unable to make a connection with Mr. Silva even though I have tried three times as of this writing to contact him. It is also believed that given the number of people who come through the transit center that another food establishment may not be as successful as a non-food establishment.

David Konno, the Manager of Facilities Maintenance, advertised the space for competitive bidding purposes.

IV. FINANCIAL CONSIDERATIONS

The annual receipt of rent by the District should this proposal be accepted is \$3600.

V. ATTACHMENTS

None

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

Resolution No. 00-12-1

On the Motion of Director: _____

Duly Seconded by Director: _____

The Following Resolution is Adopted:

**RESOLUTION OF APPRECIATION
FOR THE SERVICES OF KATHERINE BEIERS AS A MEMBER OF THE
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT BOARD OF DIRECTORS**

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

WHEREAS, the City of Santa Cruz, requiring strong representation, appointed Katherine Beiers as a member of the Board of Directors of the Santa Cruz Metropolitan Transit District; and

WHEREAS, Katherine Beiers served as a member of the Board of Directors from 1992 through 2000; and

WHEREAS, Katherine Beiers provided the Santa Cruz Metropolitan Transit District with strong leadership and insightful guidance during her term of the office; and

WHEREAS, Katherine Beiers served the Santa Cruz Metropolitan Transit District in the position of Chair of the Policy/Finance Committee; and

WHEREAS, Katherine Beiers was a guiding force for the Santa Cruz Metropolitan Transit District in the restoration of the Beach Shuttle service and the coordination of transit service and land use decisions; and

WHEREAS, during the time that Katherine Beiers served on the Board of Directors, the Transit District expanded service, developed new facilities, played a critical role in the recovery efforts from the 1989 Loma Prieta Earthquake, purchased new buses, developed plans for a new consolidation operating facility, increased ridership, assumed inter-county service operating responsibility and acquired funding for major capital and service improvements; and

WHEREAS, the quality of public transit service in Santa Cruz County was improved dramatically as a result of the dedication, commitment and efforts of Katherine Beiers;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Santa Cruz Metropolitan Transit District does hereby commend Katherine Beiers for her efforts in the advancement of public transportation service in Santa Cruz County and expresses appreciation on behalf of itself, the staff and all of the citizens of Santa Cruz County.

BE IT FURTHER RESOLVED, that a copy of this resolution be sent to Katherine Beiers and that a copy of this resolution be entered into the official records of the Santa Cruz Metropolitan Transit District.

PASSED AND ADOPTED this 15th day of December 2000 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

APPROVED _____

JAN BEAUTZ
Chairperson

ATTEST _____

LESLIE R. WHITE
General Manager

APPROVED AS TO FORM:

MARGARET GALLAGHER
District Counsel

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

Resolution No. 00-12-2

On the Motion of Director: _____

Duly Seconded by Director: _____

The Following Resolution is Adopted:

**RESOLUTION OF APPRECIATION
FOR THE SERVICES OF OSCAR RIOS AS A MEMBER OF THE
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT BOARD OF DIRECTORS**

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

WHEREAS, the City of Watsonville, requiring strong representation, appointed Oscar Rios as a member of the Board of Directors of the Santa Cruz Metropolitan Transit District; and

WHEREAS, Oscar Rios served as a member of the Board of Directors from 1990 through 2000; and

WHEREAS, Oscar Rios provided the Santa Cruz Metropolitan Transit District with strong leadership and insightful guidance during his terms of the office; and

WHEREAS, Oscar Rios served the Santa Cruz Metropolitan Transit District in the position of Chair in 1995; and

WHEREAS, Oscar Rios was a guiding force for the Santa Cruz Metropolitan Transit District in the development of the Watsonville Transit Center and the improvement of service in and around Watsonville; and

WHEREAS, during the time that Oscar Rios served on the Board of Directors, the Transit District expanded service, developed new facilities, played a critical role in the recovery efforts from the 1989 Loma Prieta Earthquake, purchased new buses, developed plans for a new consolidation operating facility, increased ridership, acquired funding for major capital and service improvements; and

WHEREAS, the quality of public transit service in Santa Cruz County was improved dramatically as a result of the dedication, commitment and efforts of Oscar Rios;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Santa Cruz Metropolitan Transit District does hereby commend Oscar Rios for his efforts in the advancement of public transportation service in Santa Cruz County and expresses appreciation on behalf of itself, the staff and all of the citizens of Santa Cruz County.

BE IT FURTHER RESOLVED, that a copy of this resolution be sent to Oscar Rios and that a copy of this resolution be entered into the official records of the Santa Cruz Metropolitan Transit District.

PASSED AND ADOPTED this 15^h day of December 2000 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

APPROVED _____

JAN BEAUTZ
Chairperson

ATTEST _____

LESLIE R. WHITE
General Manager

APPROVED AS TO FORM:

MARGARET GALLAGHER
District Counsel

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

Resolution No. 00-12-3
On the Motion of Director: _____
Duly Seconded by Director: _____
The Following Resolution is Adopted:

**RESOLUTION OF APPRECIATION
FOR THE SERVICES OF MICHAEL E. ROTKIN AS A MEMBER OF THE
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT BOARD OF DIRECTORS**

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

WHEREAS, the City of Santa Cruz, requiring strong representation, appointed Michael E. Rotkin as a member of the Board of Directors of the Santa Cruz Metropolitan Transit District; and

WHEREAS, Michael E. Rotkin served as a member of the Board of Directors from 1979 through 1988 and from 1993 through 2000; and

WHEREAS, Michael E. Rotkin provided the Santa Cruz Metropolitan Transit District with strong leadership and insightful guidance during his terms of the office; and

WHEREAS, Michael E. Rotkin served the Santa Cruz Metropolitan Transit District in the position of Chair in 1983, 1988, 1996 and 1997; and

WHEREAS, Michael E. Rotkin was a guiding force for the Santa Cruz Metropolitan Transit District during the time that the District was under scrutiny by the Federal Emergency Management Agency; and

WHEREAS, during the time that Michael E. Rotkin served on the Board of Directors, the Transit District expanded service, developed new facilities, played a critical role in the recovery efforts from the 1989 Loma Prieta Earthquake, purchased new buses, developed plans for a new consolidation operating facility, increased ridership, acquired funding for major capital and service improvements and successfully resolved concerns raised by the Federal Emergency Management Agency; and

WHEREAS, the quality of public transit service in Santa Cruz County was improved dramatically as a result of the dedication, commitment and efforts of Michael E. Rotkin;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Santa Cruz Metropolitan Transit District does hereby commend Michael E. Rotkin for his efforts in the advancement of public transportation service in Santa Cruz County and expresses appreciation on behalf of itself, the staff and all of the citizens of Santa Cruz County.

BE IT FURTHER RESOLVED, that a copy of this resolution be sent to Michael E. Rotkin and that a copy of this resolution be entered into the official records of the Santa Cruz Metropolitan Transit District

PASSED AND ADOPTED this 15th day of December 2000 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

APPROVED _____
JAN BEAUTZ
Chairperson

ATTEST _____
LESLIE R. WHITE
General Manager

APPROVED AS TO FORM:

MARGARET GALLAGHER
District Counsel

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: December 15, 2000

TO: Board of Directors

FROM: David J. Konno, Chairperson- BSAC

**SUBJECT: REQUEST FOR ADDITIONAL CAPITAL RESERVE FUNDS FOR 00-01
BUS STOP IMPROVEMENT PROGRAM**

I. RECOMMENDED ACTION

Five-year Capital Improvement plan projects funding allocation for FY 00-01 at \$140,000. BSAC is recommending/requesting an additional \$248,500 for bus stop improvements for FY00-01. Total \$388,500.

II. SUMMARY OF ISSUES

BSAC is recommending:

- Improve 46 bus stops to comply with ADA requirements
- At 31 of the 46 bus stops install new style shelters
- Install solar powered security lighting at 10 rural bus stops (Demonstration Project)
- Install bus signalization equipment at 10 bus stops (Demonstration Project)

III. DISCUSSION

A sub-committee of the Bus Stop Advisory Committee consisting of Wally Brondstater (UTU), Gillian McGlaze (UTU), Floyd Crawford (PSA), and Mike Boyd (SEA) was assigned the task of evaluating District bus stops for safety, ADA compliance and passenger amenities. The Sub-Committee selected 46 bus stops from throughout the system that they felt warranted immediate improvement. Estimated cost for improving these 46 bus stops is \$363,500.

An additional \$25,000 is being requested to fund two demonstration lighting projects- 1) solar powered security lighting and 2) bus signalization lighting. The solar powered lighting will be tested to see if it improves passenger security and visibility at bus stops. The solar powered equipment will provide passenger activated lighting inside the bus shelters and bus stop. The bus signalization project entails installing a passenger activated LED signal on the bus stop pole, when activated will inform an approaching bus that a passenger is waiting at the bus stop.

Current allocation for bus stop improvements is \$140,000. BSAC is requesting an additional \$248,500 from the Capital Reserve to improve the 46 bus stops and fund the two demonstration lighting projects.

IV. FINANCIAL CONSIDERATIONS

FY 00-01 FUNDS REQUESTED FOR BUS STOP IMPROVEMENTS = \$388,500

Five year Projection of Capital Costs- Constrained (BOD 3/17/00)

FY 00-01	140,000
FY 01-02	100,000
FY 02-03	150,000
FY 03-04	160,000
FY 04-05	200,000
	<hr/>
	750,000

V. ATTACHMENTS

Attachment A: Bus Stop Improvement list

BSAC
00-01 CIP Project List

Street	Cross Street	Stop ID	Dir.	Demand	cost	request	permit					Design	Final
					\$ 388,500.00		31						
CLIFFORD	#240	1045	S	71/37	4500.00	S	1	WAT					
CLIFFORD	#253	1046	N	48/55	7500.00	SP	1	WAT					
FREEDOM	SYDNEY	1081	E	57/25	3500.00	PCC		WAT					
FREEDOM	EMME	1087	E	36694	3500.00	PCC		WAT					
GREEN VALLEY	HIGH GRADE	1990	S	30	4500.00	S	1	WAT					
FREEDOM	CRESTVIEW	2637	S	0	60000.00	TS	1	WAT				X	
FREEDOM	CRESTVIEW	2638	N	0	60000.00	TS	1	WAT				X	
MAIN	E FIFTH	1133	N	72/50	4500.00	S	1			CT			
MAIN	RODRIGUEZ	1136	E	31/25	3000.00	P				CT			
MAIN	AUTO CENTER DR	1137	E	36544	3000.00	P				CT			
HWY9	HIGHLANDS PARK	1537	N		6500.00					CT			
HWY 9	CALIFORNIA	1548	N		6500.00					CT			
HWY 9	CALIFORNIA	1549	N		3500.00					CT			
HWY 9	BROWN GABLES	2128	SM	2/19	6500.00	S	1			CT			
HWY 9	MT. STORE	CS	S	64/0	22000.00	TS	1			CT			
HWY1	COAST	CS	N		22000.00	TS	1			CT			
FREEDOM	GOLDEN TORCH	1434	E	22/14	5000.00	PF				SCCO			
FREEDOM	CORRALITOS RD	1447	E	29/17	3500.00	P				SCCO			
FREEDOM	FILIPINO COMM C	1453	E	5/1	5000.00	PCC				SCCO			
SOQUEL DR	MISSION DR	1807	W	50/15	6500.00	SP	1			SCCO			
SOQUEL DR	DOVER	1813	W	108/238	6500.00	SP	1			SCCO			
SOQUEL DR	DAUBENBISS	1820	E	187/56	6500.00	SP	1			SCCO			
SOQUEL DR	MAR VISTA SCH.	1843	E	12/3	1000.00	P				SCCO			
SOQUEL DR	STATE PARK DR	1849	W	2 36/59	6500.00	S	1			SCCO			
SOQUEL DR	TROUT GULCH	1852	W	44/26	6500.00	SP	1			SCCO			
FREEDOM	#2672	2409	N	3	3500.00	P				SCCO		X	
FREEDOM	#2672	2410	S	5	5000.00	SP	1			SCCO		X	
RIO DEL MAR	DEER PARK	1711	WM	0/1	4500.00	S	1			SCCO			
BROMMER	30TH	2361	EN	0/4	1000.00	S	1			SCCO			
SEASCAPE	VIA PACIFICA	2464	EF	2/5	4500.00	S	1			SCCO			
BEAR CREEK	KELLER	CS	N	0/4	6500.00	S	1			SCCO			
GLEN ARBOR	QUAIL HOLLOW	1463	N		3500.00	P				SCCO			

BSAC
00-01 CIP Project List

	GLEN ARBOR	HIHN	1471	S		6500.00	S	1		s c c o				
	GLEN ARBOR	HIHN	1472	N	1/11	3500.00	P			s c c o				
	7TH	YACHT HARBOR MP	1917	N		4500.00	S	1		s c c o				
	GRAHAM HILL	HWY9	1492	E		6500.00	S	1		s c c o				
	FRONT	COOPER	1456	N	123/24	4500.00	S	1					SC	
	SOQUEL AVE	S PARK WAY	1800	E	13/55	7000.00	SP	1					SC	
	SOQUEL AVE	7TH	1803	W	73/38	4500.00	S	1					SC	
	WATER	POPLAR	1904	E	108	6500.00	S	1					SC	
	MURRAY	SEABRIGHT	1658	EF	8/53	4500.00	S	1					SC	
	OCEAN	WATER	1664	NF	130/9	6500.00	S	1					SC	
	SEABRIGHT	MURRAY	1750	NF	36/0	4500.00	S	1					SC	
	PARK		600	2013	W	4	1000.00	S	1				CP	
	PARK	CABRILLO		2012	E	4	1000.00	s	1				CP	
	Lighting project						25000.00			various				
	FELTON FAIRE	GRAHAM HILL	1422	M			6000.00			private				

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: December 15, 2000
TO: Board of Directors
FROM: Elisabeth Ross, Finance Manager
SUBJECT: RESOLUTION REVISING FY 00-01 BUDGET

I. RECOMMENDED ACTION

Staff recommends that the Board of Directors adopt the attached resolution revising the FY 00-01 budget in accordance with Exhibit A, and approve the revised staffing tables in Attachment B.

II. SUMMARY OF ISSUES

- As a result of a net increase in operating funding and required adjustments to operating expenses, the FY 00-01 operating budget is recommended to be increased by a net \$838,000 for a new total of \$30,169,000.
- The largest change in operating funding is the increase in the Transportation Development Act (TDA) allocation in the amount of \$763,109, which will fund service improvements and acquisition of twenty buses from Foothill Transit.
- A number of expense adjustments are required at this time, as delineated in Attachment A. The increased expenses are funded from additional interest income and sales tax revenue.
- Updating the FY 00-01 capital improvement program results in a net increase of \$605,780. The major increase is the purchase of twenty buses from Foothill Transit and associated costs in the amount of \$254,000 to be funded from the increased TDA allocation. The revision also increases the bus stop improvement program by \$248,500, to be funded from the bus stop improvement reserve established by the Board of Directors earlier this year. (This action is addressed in a separate staff report elsewhere on this agenda.) The revised capital improvement program totals \$21,727,364.
- Staffing tables are recommended to be updated to reflect funding increases and a revised classification approved by the Board of Directors this fiscal year.

III. DISCUSSION

A. Operating Budget

The detailed list of changes to the FY 00-01 operating revenues is shown on Attachment A, Exhibit A, following the budget resolution. Cabrillo College contract revenue continues to decline, resulting in a budget decrease of \$27,109 for the fiscal year. Special shuttle revenue is higher than originally budgeted to reflect several additional shuttles this year; the revenue covers the increase in Bus Operator expense to operate the additional service. Due to higher interest rates and delays in several capital projects, interest income is projected to exceed the budget by \$75,750 for the year; of this, \$50,750 has been committed to cover purchase of portable hoists in the capital improvement budget, leaving \$25,000 in the operating budget. Sales tax revenue is currently exceeding budget projections, resulting in a projected increase of \$50,000. Finally, the TDA allocation has been increased by \$763,109 by the Santa Cruz County Regional Transportation Commission.

Under operating expense changes, detailed expense adjustments are listed in Attachment A, Exhibit A. The expense changes are as follows:

- Bus Operator pay is being increased by \$385,109 for new service improvements and funded from the TDA allocation.
- Bus Operator pay is also being increased by \$27,000 for the additional special shuttles and funded by a corresponding increase in special shuttle revenue.
- A reserve in the amount of \$73,278 is being established for several new staff positions that will be recommended to the Board for authorization later in the fiscal year.
- The long term disability insurance expense in the Finance Department is being increased by \$4,622 due to an error in the original budget which underbudgeted the account.
- The Trapeze presentation at the special Board workshop in November was an additional cost to the professional services account in the amount of \$1,970.
- A software maintenance contract for the Information Technology Department needs to be increased by \$675 due to an unexpected rate increase.
- New “no smoking” signs at bus stops requires a \$10,000 increase in printing expense.
- The 28-year-old refrigerator at 370 Encinal is being replaced with a more energy efficient model at a cost of \$534.

- New outdoor tables and chairs for the patrons at the Watsonville Transit Center are proposed at a cost of \$2,500.
- Baserock needs to be added to the leased bus parking lot so that buses can be parked there when the winter rains arrive.
- Employee tool replacement expense needs to be increased by \$1,600 to reflect year to date costs.
- The fuel tax account is being increased by \$2,200 since taxes for five quarters are being paid out of the current fiscal year instead of four quarters.
- Media advertising is being increased to promote the three transit centers at a cost of \$3,500 per center.
- Lease expense is increasing by \$4,882 to cover the cost of the larger bus parking lot approved by the Board in November.
- Lease expense is being increased by an additional \$1,130 to cover the District's share of property taxes on 111 Dubois.
- Travel is increasing by \$4,000 to cover the cost of transporting the twenty Foothill buses to Santa Cruz.
- Part of the increased TDA allocation in the amount of \$299,780 is being transferred to the capital improvement budget to cover the costs of the Foothill buses.

B. Capital Improvement Program

Four capital projects are being added to the FY 00-01 capital improvement program. The largest, the purchase of twenty buses from Foothill Transit and associated costs in the amount of \$254,000, is to be funded from the increased TDA allocation. The total cost of the Foothill bus project is \$258,000, including purchase, transportation and improvements. Staff has also added a reserve in the amount of \$45,780, in the event that the Board decides to fund the tie-downs for the Foothill buses. The only item not included in the revised budget is the repainting of the buses in the amount of \$140,000.

The purchase of portable hoists was approved by the Board earlier in the year and is funded in the amount of \$50,750 by additional interest income. Lighting improvements for the leased bus parking lot are estimated to cost \$8,500. A steam cleaner accessory for the Santa Cruz Metro Center costs \$1,500.

The bus stop improvement program is being increased by \$248,500 to be funded from the bus stop improvement reserve established by the Board of Directors earlier this year. This action is addressed in a separate staff report elsewhere on this agenda.

Bids for repainting the Watsonville Transit Center exceeded estimates by \$8,750 and require an increase in the budgeted account.

Finally, the project to install radios in the buses was completed last fiscal year and is being deleted.

The net changes in the capital improvement budget will require a withdrawal of \$6,750 from District reserves.

C. Staffing Tables

FY 00-01 staffing tables for three departmental budgets need to be updated based on budget revisions and other Board action this fiscal year. First, the Board approved changing the classification of Paralegal to Claims Investigator in the Office of the District Counsel. Second, service improvements being added through the October and December budget revisions result in an increase in Bus Operator positions from 174 to 180. Third, the October budget revision funded two additional Mechanic positions.

IV. FINANCIAL CONSIDERATIONS

Adoption of the resolution will increase the total FY 00-01 operating budget by \$838,000, and will increase the FY 00-01 capital improvement program by \$605,780.

V. ATTACHMENTS

Attachment A: Resolution Authorizing a Revision to the FY 00-01 Budget, followed by a list of specific changes (Exhibit A).

Attachment B: Revised Departmental Staffing Tables.

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

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

**A RESOLUTION OF THE
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
AUTHORIZING A REVISION TO THE FY 2000-2001 BUDGET**

WHEREAS, it is necessary to revise the adopted 2000-2001 budget of the Santa Cruz Metropolitan Transit District to provide for changes in operating revenue, operating expense, and the capital improvement program.

NOW, THEREFORE, BE IT RESOLVED, the budget is hereby amended per the attached Exhibit A.

PASSED AND ADOPTED this 15th day of December, 2000, by the following vote:

AYES: Directors -
NOES: Directors -
ABSENT: Directors -
ABSTAIN: Directors -

Approved _____
JAN BEAUTZ
Chairperson

Attest _____
LESLIE R. WHITE
General Manager

APPROVED AS TO FORM:

Margaret Gallagher
District Counsel

EXHIBIT A
RECOMMENDED BUDGET REVISIONS
FY 00-01
December 2000

	DEPT	ACCOUNT	AMOUNT	TOTALS
<u>OPERATING REVENUE</u>				
Decrease Cabrillo College contract revenue			\$ (27,109)	
Increase special shuttle revenue			\$ 27,000	
Increase interest income			\$ 25,000	
Increase sales tax revenue			\$ 50,000	
Increase TDA allocation			<u>\$ 763,109</u>	
TOTAL				\$ 838,000
 <u>OPERATING EXPENSE</u>				
Increase bus op costs for service improvements	3300	various	\$ 385,109	
increase bus op costs for shuttle service	3300	501011	\$ 27,000	
Add reserve for new positions			\$ 73,498	
Increase LTD expense for Finance Dept.	1200	502061	\$ 4,622	
Add paratransit workshop Trapeze presentation	3100	503031	\$ 1,970	
Increase IT software maintenance contract	1500	503352	\$ 675	
Increase printing for no smoking signs at stops	2200	504215	\$ 10,000	
Add replacement refrigerator for Encinal	2200	504311	\$ 534	
Add outdoor tables for Watsonville TC	2400	504311	\$ 2,500	
Add baserock for bus parking lot	2200	504409	\$ 8,000	
Increase employee tool replacement expense	4100	504515	\$ 1,600	
Increase fuel tax	4100	507051	\$ 2,200	
Add transit center business plan promotions	2400	509081	\$ 3,500	
Add transit center business plan promotions	2500	509081	\$ 3,500	
Add transit center business plan promotions	2600	509081	\$ 3,500	
Increase lease expense for larger bus pkg lot	4100	512011	\$ 4,882	
Increase lease expense for taxes on 111 Dubois	4100	512011	\$ 1,130	
Increase travel for transporting Foothill buses	4100	509123	\$ 4,000	
Add transfer to capital improvement program for Foothill buses			<u>\$ 299,780</u>	
TOTAL				\$ 838,000

EXHIBIT A
RECOMMENDED BUDGET REVISIONS
FY 00-01
December 2000

	DEPT ACCOUNT	AMOUNT	TOTALS
<u>CAPITAL FUNDING</u>			
Add transfer from operating budget for Foothill buses		\$ 299,780	
Add funding from bus stop improvement reserve		\$ 248,500	
Add interest income for hoist purchase		\$ 50,750	
Increase funding from District reserves		<u>\$ 6,750</u>	
TOTAL			\$ 605,780

CAPITAL PROJECTS

Add purchase of 20 buses from Foothill Transit and improvements	121101	514030	\$ 254,000	
Add reserve for tie-downs for Foothill buses	121101	514030	\$ 45,780	
Increase bus stop improvement project	150010	504409	\$ 248,500	
Add purchase of portable hoists	100001	514020	\$ 50,750	
Delete radio installation project	911000	514020	\$ (12,000)	
Increase cost of repainting Watsonville TC	931101	514010	\$ 8,750	
Add lighting at leased bus parking lot		514015	\$ 8,500	
Add steam cleaner accessory for SMC	100001	514020	<u>\$ 1,500</u>	
TOTAL				\$ 605,780

FY 2000-01 REVISED BUDGET
 Authorized Personnel
 District Counsel - 1700

Position	Authorized FY 98-99	Authorized FY 99-00	Authorized FY 00-01
District Counsel	1	1	1
Paralegal (confidential)	1	1	0
Claims Investigator (confidential)	0	0	1
Legal Secretary (confidential)	1	1.5	1.5
Total Full-Time Eauivalents	3.00	3.50	3.50

FY 2000-01 REVISED BUDGET
Authorized Personnel
Operations - 3200/3300

Position	Authorized FY 98-99	Authorized FY 99-00	Authorized FY 00-01
Manager of Operations	1	1	1
Base Superintendent	1	1	1
Transit Supervisor	13	14	14
Schedule Analyst	1	1	1
Supervisor of Revenue Collection	1	1	1
Safety & Training Coordinator	1	1	1
Admin Secretary/Supervisor	1	1	1
Administrative Clerk I	1	1	1
Payroll Specialist	1	1	1
Revenue Specialist	0	1	1
Bus Operator (total on payroll)	156	174	180
Total Full-Time Eauivalents	177.00	197.00	203.00

FY 2000-01 REVISED BUDGET

Authorized Personnel

Fleet Maintenance - 4 100

Position	Authorized FY 98-99	Authorized FY 99-00	Authorized FY 00-01
Manager of Fleet Maintenance	1	1	1
Fleet Maint Supervisor	2	2	2
Lead Mechanic	5	6	6
Mechanic III	4	4	4
Mechanic I - II	11	14	16
Body Repair Mechanic	1	1	1
Upholsterer I - II	1	1	1
Supervisor of Parts & Materials	1	1	1
Lead Parts Clerk	1	1	1
Parts Clerk	1	1	1
Receiving Parts Clerk	1	1	1
Admin Secretary/Supervisor	1	1	1
Accounting Tech	1	1	1
Admin Clerk I	1	1	1
Buyer	1	1	1
Senior Accounting Tech	1	1	1
Vehicle Service Technician	2	2	2
Detailer	2	2	2
Vehicle Service Worker I - II	8	12	12
Total Full-Time Equivalents	46.00	54.00	56.00

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: December 15, 2000

TO: Board of Directors

FROM: Mark J. Dorfman, Assistant General Manager

SUBJECT: CONSIDERATION OF CABRILLO COLLEGE TRANSPORTATION STUDY STATUS REPORT WITH TIMELINES & OPTIONS FOR BOARD INPUT

I. RECOMMENDED ACTION

It is recommended that staff continue to participate on the Study Task Force and to prepare comments for the Board at the appropriate times during the study and public input process.

II. SUMMARY OF ISSUES

- Cabrillo College is developing a Transportation Management Plan.
- Funds for this project were provided by the Transportation Development Act Demonstration (TDA Demonstration Program) in the amount of \$10,000 for one-time “startup” projects to demonstrate long-term feasibility.
- The Transit District is the applicant for these funds.
- District Staff has been participating in the planning process.
- Current schedule calls for the study to be provided to the Cabrillo College Board in May of 2001, with implementation of some facets of the program in September 2001.

III. DISCUSSION

Cabrillo College requested a grant from TDA Demonstration funds to develop a Transportation Management Plan. The Santa Cruz County Transportation Commission provided a grant of \$10,000 towards this effort. The reason for the study is that Cabrillo College is about to embark on the period of change – expecting growth in the number of students, faculty and staff members and beginning construction on improvements to the Aptos campus and college facilities in Watsonville and San Lorenzo Valley. There are some transit improvements built into these plans and in January 2000 the Cabrillo College Board of Trustees approved a goal of mitigating new trips generated to the campus location with alternative means of transit. This is the first Transportation Management Plan for the College. The participation of local transportation agencies, including SCMTD, is built into the process.

Cabrillo College formed a Transportation Management Planning Committee that has been holding regular meetings. The Transit District is a participant in these meetings, along with the Transportation Management Association, the Transportation Commission, Cabrillo Administration, and a representative of Cabrillo Students. Attachment A contains the minutes from the last meeting held on November 14, 2000. The first portion of the study is a survey of both students and the faculty and staff. The faculty and staff portion of the survey was conducted Monday, November 21st. Due to time constraints, finals, and the holidays, the group recommended that the student portion of the survey not occur until the Spring 2001 semester. Attachment B shows the survey form.

At the December meeting of the Transportation Management Planning Committee, preliminary results from the faculty/staff surveys will be available. District staff will be able to keep the Board informed as to the project's progress as we participate in the meetings. Staff will have opportunity to comment on the recommendations through the planning process. The current timetable calls for the study to be presented to the Cabrillo College Board of Directors at their May Board Meeting. It would be appropriate for the Board and/or staff to appear before the Cabrillo College Board when this item is considered to provide input from the Transit District's perspective. Staff will request that Cabrillo College provide a draft report to the Board prior to it being presented to the Cabrillo Board so that comments can be prepared.

IV. FINANCIAL CONSIDERATIONS

The Cabrillo College Transportation Management Plan is funded by \$10,000 from the TDA Demonstration Grant Funds with any additional funds being provided by the College. SCMTD acts as a claimant and pass through agency for the TDA Demonstration Program Funds.

V. ATTACHMENTS

- Attachment A:** Minutes from Last Meeting
Attachment B: Survey Form

ATTACHMENT A

Transportation Management Planning Committee

November 14, 2000
Sesnon House, Room 1824

Minutes

Present: Rachel Mayo, Cliff Nichols, Manuel Osorio, Jing Luan, Carolyn O'Donnel, Pat Dellin, Mark Dorman, Terrence Willett, Guest: Peter Beckmann

Item 1:

Terrence Willett said they were on target to administer the survey for the week of November 27, 2000. The intent was to distribute the surveys to faculty and staff in their mailboxes, with specific courses targeted to do the class surveys.

Discussion began regarding the timing and administration of the survey due to the holiday week (Thanksgiving) and the subsequent weeks of finals. Wording on several questions was specific to days of the prior week, including Monday through Friday, and how transportation was arranged on each day. However, asking students/faculty/staff to review their transportation to the campus during the week of November 14th would result in inaccurate survey data since it was only 3 days prior to a holiday.

Comments concerning the survey administration during the week of November 27th:

- a) The week of the 27th only provides for 3 days worth of data as Thursday and Friday (November 23rd & 24th) the campus is closed.
- b) A 20 minute survey was deemed to be too long to complete the week prior to finals
- c) There was not enough time to resolve the logistics of administering the survey, which include San Lorenzo Valley, Watsonville, and Aptos for both night and day classes.
- d) More responses would be received at the beginning of a semester
- e) Spring 2001 classes begin on February 5th
- f) It would be more appropriate at the beginning of the semester as parking is a bigger issue during the first few weeks of attendance.
- g) Good response from students in all locations was critical

Consensus of the group was to administer the surveys to staff and faculty Monday, November 21st, and to hold student polling until the Spring 2001 semester.

Item 2:

Cabrillo Board Approval had been scheduled for May 2001. The data scanning (of the student surveys) would take two weeks from the February administration date, which would make the data available mid-March. Preliminary analysis of the survey would be returned Mid-April.

Analysis of the faculty and staff survey would be available for the next TMP meeting (December 2000) to begin the process of formulating a plan of analysis prior to being presented to the Cabrillo Board.

Review of data and final Plan recommendation could be concurrently presented to the College Planning Council, Faculty Senate, Student Senate, and Division Chair Council for their input and information.

Manuel stated that budgeting for the Transportation Managements Plan would be presented for consideration in the Master Plan and covered in the budget and planning cycle for the year 2001/2002.

Item 3:

Information has been developed by Carolyn O'Donnel for consideration by the TMP Committee and Cabrillo administration. She would provide a copy of the procedures to each member to be reviewed.

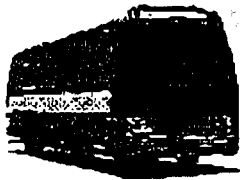
It was noted additional funding would be needed to implement the project.

General items:

Manuel Osorio will provide rider ship information at the next meeting (bus and parking passes).

Guest Peter Beckmann was asked to join the committee based on his past experience and status as a student of Cabrillo College.

Next TMP meeting scheduled for December 12, 2000, 2:00 p.m., Sesnon House, room 1824.



Cabrillo College 2000 Transportation Survey

© Cabrillo College, 2000

Instructions: Please fill in ovals completely using a No. 2 pencil or blue or black ink pen.

To help plan for your transportation needs, this anonymous survey will collect information about your **transportation** behaviors and attitudes.



Which best describes your status at Cabrillo?

Faculty

- 100%
- 75%
- 50%
- less than 50%

staff

- 100%
- 75%
- 50%
- less than 50%

Student

UNITS

0	0
1	1
2	2
3	3
4	4
5	5
6	6
7	7
8	8
9	9

Student with Cabrillo job:
Weekly work hours

0	0
1	1
2	2
3	3
4	4
5	5
6	6
7	7
8	8
9	9

How many miles is it from your residence to Cabrillo College?

MILES

0	0
1	1
2	2
3	3
4	4
5	5
6	6
7	7
8	8
9	9

On average, how many minutes does it take to travel from your residence to Cabrillo College?

MINUTES

0	0	0
1	1	1
2	2	2
3	3	3
4	4	4
5	5	5
6	6	6
7	7	7
8	8	8
9	9	9

How many days a week do you drop off family members or make other stops on your way to Cabrillo?

- 0 1 2 3 4 5 6 7

How many minutes per day does that add to your commute to Cabrillo?

MINUTES

0	0
1	1
2	2
3	3
4	4
5	5
6	6
7	7
8	8
9	9

Do you drop off children on your way to Cabrillo? Yes No

For each day last week, please mark all that apply for your arrivals and departures at the Cabrillo campus. Leave blank those days you didn't come to Cabrillo.

(This question is continued on the next page)

MONDAY

	Departure	
	Arrival	
Before 8:00am	<input type="checkbox"/>	<input type="checkbox"/>
8:01am - 10:00am	<input type="checkbox"/>	<input type="checkbox"/>
10:01am - 12:00pm	<input type="checkbox"/>	<input type="checkbox"/>
12:01pm - 1:00pm	<input type="checkbox"/>	<input type="checkbox"/>
1:01pm - 3:00pm	<input type="checkbox"/>	<input type="checkbox"/>
3:01pm - 5:00pm	<input type="checkbox"/>	<input type="checkbox"/>
After 5:00pm	<input type="checkbox"/>	<input type="checkbox"/>

TUESDAY

	Departure	
	Arrival	
Before 8:00am	<input type="checkbox"/>	<input type="checkbox"/>
8:01am - 10:00am	<input type="checkbox"/>	<input type="checkbox"/>
10:01am - 12:00pm	<input type="checkbox"/>	<input type="checkbox"/>
12:01pm - 1:00pm	<input type="checkbox"/>	<input type="checkbox"/>
1:01pm - 3:00pm	<input type="checkbox"/>	<input type="checkbox"/>
3:01pm - 5:00pm	<input type="checkbox"/>	<input type="checkbox"/>
After 5:00pm	<input type="checkbox"/>	<input type="checkbox"/>

WEDNESDAY

	Departure	
	Arrival	
Before 8:00am	<input type="checkbox"/>	<input type="checkbox"/>
8:01am - 10:00am	<input type="checkbox"/>	<input type="checkbox"/>
10:01am - 12:00pm	<input type="checkbox"/>	<input type="checkbox"/>
12:01pm - 1:00pm	<input type="checkbox"/>	<input type="checkbox"/>
1:01pm - 3:00pm	<input type="checkbox"/>	<input type="checkbox"/>
3:01pm - 5:00pm	<input type="checkbox"/>	<input type="checkbox"/>
After 5:00pm	<input type="checkbox"/>	<input type="checkbox"/>

For each day of the week, please **mark all that apply** for your arrivals and departures at the Cabrillo campus.

THURSDAY

	Arrival	Departure
Before 8:00am	<input type="checkbox"/>	<input type="checkbox"/>
8:01am - 10:00am	<input type="checkbox"/>	<input type="checkbox"/>
10:01am - 12:00pm	<input type="checkbox"/>	<input type="checkbox"/>
12:01pm - 1:00pm	<input type="checkbox"/>	<input type="checkbox"/>
1:01pm - 3:00pm	<input type="checkbox"/>	<input type="checkbox"/>
3:01pm - 5:00pm	<input type="checkbox"/>	<input type="checkbox"/>
After 5:00pm	<input type="checkbox"/>	<input type="checkbox"/>

FRIDAY

	Arrival	Departure
Before 8:00am	<input type="checkbox"/>	<input type="checkbox"/>
8:01am - 10:00am	<input type="checkbox"/>	<input type="checkbox"/>
10:01am - 12:00pm	<input type="checkbox"/>	<input type="checkbox"/>
12:01pm - 1:00pm	<input type="checkbox"/>	<input type="checkbox"/>
1:01pm - 3:00pm	<input type="checkbox"/>	<input type="checkbox"/>
3:01pm - 5:00pm	<input type="checkbox"/>	<input type="checkbox"/>
After 5:00pm	<input type="checkbox"/>	<input type="checkbox"/>

SATURDAY

	Arrival	Departure
Before 8:00am	<input type="checkbox"/>	<input type="checkbox"/>
8:01am - 10:00am	<input type="checkbox"/>	<input type="checkbox"/>
10:01am - 12:00pm	<input type="checkbox"/>	<input type="checkbox"/>
12:01pm - 1:00pm	<input type="checkbox"/>	<input type="checkbox"/>
1:01pm - 3:00pm	<input type="checkbox"/>	<input type="checkbox"/>
3:01pm - 5:00pm	<input type="checkbox"/>	<input type="checkbox"/>
After 5:00pm	<input type="checkbox"/>	<input type="checkbox"/>

SUNDAY

	Arrival	Departure
Before 8:00am	<input type="checkbox"/>	<input type="checkbox"/>
8:01am - 10:00am	<input type="checkbox"/>	<input type="checkbox"/>
10:01am - 12:00pm	<input type="checkbox"/>	<input type="checkbox"/>
12:01pm - 1:00pm	<input type="checkbox"/>	<input type="checkbox"/>
1:01pm - 3:00pm	<input type="checkbox"/>	<input type="checkbox"/>
3:01pm - 5:00pm	<input type="checkbox"/>	<input type="checkbox"/>
After 5:00pm	<input type="checkbox"/>	<input type="checkbox"/>

If you left and returned to Cabrillo in one day, what were your purposes? (Please mark all that apply)

- Personal Educational
 Employment Other

For each day last week, please indicate how you **traveled to Cabrillo College.** (Please Mark All That Apply)

	Mon.	Tues.	Weds.	Thurs.	Fri.	Sat.	Sun.
Drove alone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dropped off	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2-person Carpool	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3-person Carpool	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4-person Carpool	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5 or more person Carpool	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vanpool	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Motorcycle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bus	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bicycle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Walk / Skate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Didn't come to Cabrillo	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Last week, if you drove to campus, where did you park? (Please mark all that apply)

- In a Cabrillo Staff parking lot In a Cabrillo Student parking lot On a nearby street

Do you currently have a parking permit? Yes No

Do you currently have a bus pass? Yes No

Please mark your rating of how much you agree with the following statements. These statements are to determine your interests but do not necessarily represent actual policy proposals.

Strongly Agree, Agree, Not Sure, Disagree, Strongly Disagree, Not Applicable

I would consider carpooling more if:

- carpoolers had premium reserved parking
carpool permits were half price (Students only)
carpool permits were free (Students only)
Other

I would consider riding the bus more if:

- a bus stop was close to my departure
I could ride from my departure to Cabrillo without changing busses
busses had transfers (you could transfer to another bus without having to pay again)
bus fares were lower
there was an express bus from my departure to Cabrillo College
busses were less crowded
I automatically received a bus pass
the schedule was easier to read
my bus pass was also valid for Monterey County
Other

I would consider riding a bicycle more if:

- there were more bike lanes
there was an east/west bikeway
parking in bike lanes on Soquel was eliminated near Cabrillo
more covered bike racks were available
bike lockers were available
if I had free access to a locker and shower
I felt safer riding a bicycle to Cabrillo College
I had an electronic motor to assist on hills
I had a bike
Other

I would consider walking/skating more if:

- I lived closer to Cabrillo College
there were more sidewalks
there was a pedestrian bridge over Highway 1 near Cabrillo
I felt safer walking or skating to Cabrillo College
Other

I would consider riding a motorcycle more if:

- motorcycles had premium reserved parking that was level
I felt my motorcycle was safe from theft or vandalism at Cabrillo College
there was covered motorcycle parking
Other

I would consider telecommuting or taking distance learning/internet classes if:

- I had a computer
I had a DSL line or some other very fast connection at home
my job function or classes could be done by telecommuting or in a distance learning/internet format
Other

I would consider any alternative to driving alone if:

- I had a guaranteed free taxi in case of emergencies or unexpected overtime
(Students only) Parking fees were doubled
(Faculty/Staff only) Parking permits had to be purchased
I received several "rainy day" parking passes per term
for using alternative transportation full-time
Other

I would consider alternative transportation because:

- I save money
I save time
It reduces the stress of commuting
it increases my physical fitness
I would like to reduce air pollution or other environmental impacts
I would like to relieve traffic congestion
I can't afford a car
I feel safer
it is more convenient
Other (Please write in other alternative):

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: December 15, 2000
TO: Board of Directors
FROM: Tom Stickel, Manager of Fleet Maintenance
SUBJECT: CONSIDERATION OF AWARD OF CONTRACT FOR FURNISHING REVENUE AND NON-REVENUE VEHICLE TIRES

I. RECOMMENDED ACTION

District staff is recommending that the Board of Directors authorize the General Manager to enter into a contract with Dixon and Son Inc. for purchase of revenue and non-revenue tires.

II. SUMMARY OF ISSUES

- The District has budgeted for the purchase of revenue and non-revenue tires.
- The Purchasing Office sent out an Invitation for Bid 00-08, and received responses from two firms to provide revenue and non-revenue tires.
- It is requested that the Board of Directors approve this contract and authorize the General Manager to execute the necessary contract documents.

III. DISCUSSION

On November 1, 2000, an Invitation for Bid, 00-08, was released for the purchase of revenue and non-revenue tires. Bids were mailed out to several vendors and legally advertised.

On November 30, 2000, bids were received and opened from two responsive bidders. They are Dixon and Son Inc. of Watsonville and Cottle Tire and Automotive Inc. of San Jose. A summary of the bids received is enclosed as Attachment A. District Staff recommends that the Board of Directors approve a contract with Dixon and Son Inc. to purchase revenue and non-revenue tires.

IV. FINANCIAL CONSIDERATIONS

The estimated annual total cost for purchase of revenue and non-revenue tires is \$ 160,000. Funds were budgeted for this procurement.

V. ATTACHMENTS

Attachment A: Summary of bids received for IFB 00-08

ATTACHMENT A

**Summary of bids for IFB 00-08
Revenue And Non-Revenue Tires**

Bidder	Total Bid
Dixon and Son Inc. Watsonville, CA Meets all District specifications and requirements	\$159,010.48
Cottle Tire and Automotive Inc. San Jose, CA Could not supply remanufactured tire requirements (estimate value \$56,650) and cannot mount and balance bus tires	\$119,727.75

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: December 15, 2000

TO: Board of Directors

FROM: Margaret Gallagher, District Counsel

SUBJECT: CONSIDERATION OF EXTENDING THE PARATRANSIT CONTRACT WITH FOOD AND NUTRITION SERVICES FOR ONE YEAR WITH CPI ADJUSTMENT OF 4% AND OTHER TERMS

I. RECOMMENDED ACTION

Approve extending the Paratransit Contract with Food and Nutrition Services for one year with a CPI adjustment of 4% and a reopener clause regarding the implementation of any District approved recommendations from the Auditors, the potential increase in costs as a result of collective bargaining by Food and Nutrition and /or the modification of the taxi percentage of total paratransit rides.

II. SUMMARY OF ISSUES

- Food and Nutrition Services entered into a contract with the Santa Cruz Metropolitan Transit District for paratransit brokerage and administration services commencing on January 1, 1998 and which is set to expire on December 31, 2000. The contract allows for two 1-year extensions.
- The Transit District has retained audit firms to conduct a comprehensive operational and financial audit and a certification study of the Transit District's paratransit program.
- The final audit and study recommendations have not been provided to the Board of Directors.
- Because more time is needed to review and consider the final audit recommendations and to prepare an implementation plan for the accepted recommendations, it is appropriate to extend Food and Nutrition Services for one-year.

III. DISCUSSION

Food and Nutrition Services entered into a contract with the Santa Cruz Metropolitan Transit District for paratransit brokerage and administration services commencing on January 1, 1998 and which is set to expire on December 31, 2000. The contract allows for two 1-year extensions. The Transit District is currently reviewing the entire Paratransit Program through a comprehensive operational and financial audit and a certification audit. While the Board of Directors held a workshop to receive information from the paratransit auditors, the audits have not been completed. The Multi-Systems

auditors are currently completing Task 14 which is expected to contain a series of service delivery options ranging from continuing to contract with Food and Nutrition Services, bringing the operation of the paratransit services in-house, to utilizing a paratransit brokerage with sub-contracted operations. Specifically, Task 14 provides:

1. Review and assess existing services to make recommendations for cost effectiveness, service quality, service delivery, compliance with ADA mandates, and service responsiveness.
2. Review and prepare ridership demand estimates, fare and service cost projections for paratransit services for FY 2000-FY 2005.
3. Review “best practices” in paratransit and comment on applicability of various service delivery models including but not limited to directly operated, brokerage, broker-operator, broker-operator-subcontracted.
4. Review and make recommendations for cost allocation strategies-cost per trip, cost per hour.
5. Assess and review current technology to recommend applicability to paratransit services in Santa Cruz County.
6. Develop draft and final comprehensive operational and financial audit report with appropriate community input.
7. Develop draft and final comprehensive operational and financial audit report recommendations for staff and board review and approval.

The Nelson/Nygaard also needs additional time to complete their analysis and recommendations regarding the certification study.

Because of the comprehensive nature of Task 14, it is anticipated that it may take staff a full year to review and consider the auditor’s findings and recommendations and prepare an implementation plan for Board approval and for final implementation. Therefore, it is necessary to extend the Food and Nutrition Services contract for one-year in order to allow for the results and implementation of the audit findings and implementation.

If the Board of Directors allows for the requested contract extension, a cost of living increase adjustment must be calculated into the fee structure. The Manager of Finance has determined that the CPI is 4.7%. Because the contract only allows for a CPI adjustment of a maximum of 4%, only 4% will be implemented.

Food and Nutrition Services has also agreed to a reopener clause in the contract regarding any audit finding and approved recommendation. Therefore, the Transit District would not have to wait a full year for implementation of any of the approved recommendations.

Additionally, Food and Nutrition Services has asked that the reopener clause contain a provision that it be allowed to negotiate with the Transit District over potential increase costs depending on the results of their collective bargaining negotiations with the United Transportation Union.

Finally, Food and Nutrition Services and Transit District staff will be negotiating regarding the percentage of rides that are required to be assigned to the taxicab owners. If these talks have resulted in a proposed agreement by the 8th and/or the 15th of December it will be outlined for the Board of Directors at that time. Currently, according to the contract, the taxicabs are suppose to receive at least 70% of the paratransit rides. The auditors are recommending that new contract requirements allow for flexibility in trip assignment to take advantage of cost and service quality benefits. However, if the Transit District staff and Food and Nutrition cannot reach an agreement regarding this issue, than at a minimum the contract reopener clause should allow for possible future modification.

IV. FINANCIAL CONSIDERATIONS

According to the Finance Manager, a 4% increase in the costs for the Food and Nutrition Services calculate to be approximately \$55,000 a year.

V. ATTACHMENTS

NONE

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: November 15, 2000

TO: Board of Directors

FROM: Leslie R. White, General Manager

SUBJECT: CONSIDERATION OF NOMINATION OF DIRECTORS TO SERVE AS BOARD OFFICERS FOR THE YEAR 2001, TRANSPORTATION COMMISSION AND METRO USER GROUP CHAIRPERSON ASSIGNMENTS

I. RECOMMENDED ACTION

That the Board of Directors identify nominees from the Board to serve in the positions of Chair and Vice-Chair for the Year 2001 and identify nominees for representation on the Transportation Commission and identify a nominee to chair the Metro User's Group.

II. SUMMARY OF ISSUES

- Article 6 of the Metro bylaws outlines that the directors shall, in December, nominate members of the Board of Directors to serve as Chair and Vice-Chair.
- Article 14.02 of the Metro bylaws indicates that the Board of Directors shall annually, in January, appoint three of its members to represent the Transit District on the Santa Cruz County Regional Transportation Commission.
- Article 3 of the bylaws of the Metro Users Group states that the Chair of the Committee shall be a member of the Metro Board of Directors appointed by the Board of Directors.

III. DISCUSSION

The current terms of officers of the Board of Directors are set to expire in January 2001. Additionally, it is necessary for the Board of Directors to identify representatives from the Board to sit as members of the Santa Cruz County Regional Transportation Commission. Currently, the bylaws indicate that the Board of Directors shall nominate candidates for officers in December and conduct elections in January. The bylaws also indicate that the Board of Directors shall identify the representatives to the Santa Cruz County Regional Transportation Commission in January, and that they will then be seated and take office at the Commission in February of each year. The bylaws further provide that in addition to the three representatives to the Transportation Commission, the Board shall select three alternates designated in priority. The bylaws also indicate that "It is the policy of the Board of Directors of establishing, as a priority for SCCRTC appointments, appointment of a Board Member from an 'off rotation city', taking

into consideration other factors at the time of appointment.” It is anticipated that the seat for the City of Capitola will be the “off rotation city” seat for 2001.

The current bylaws of the Metro Users Group indicate that the Chair shall be a member of the Board of Directors and shall be appointed by the Board of Directors.

Staff recommends that the Board of Directors gives consideration to identifying nominees for the various offices and appointments identified in this staff report at the December meeting. In accordance with the bylaws, the Board could conclude elections and appointments in January for individuals to serve in the various positions for 2001.

IV. FINANCIAL CONSIDERATIONS

Funding support for the positions identified in this memo are contained in the adopted operating budget for 2000/2001.

V. ATTACHMENTS

None.

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

Resolution No. _____

Page 2

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: December 15, 2000

TO: Board of Directors

FROM: Mark J. Dorfman, Assistant General Manager

SUBJECT: CONSIDERATION OF RETURN OF GRANT TO THE BAY AREA AIR QUALITY MANAGEMENT DISTRICT FOR FUNDS FOR HIGHWAY 17 CNG REPLACEMENT BUSES

I. RECOMMENDED ACTION

Staff is recommending the Bay Area Air Quality Management District Grant be returned unsigned.

II. SUMMARY OF ISSUES

- In July of this year staff requested authorization to apply for a grant from the Bay Area Air Quality Management District.
- The grant was awarded in the amount of \$810,000, and a grant contract must be executed.
- Due to changed circumstances the District is unable to complete the project in a timely manner.
- Staff is recommending that the grant be returned.

III. DISCUSSION

At the July Board Meeting, staff was given permission to apply for funds from the Bay Area Air Quality Management District to assist in purchasing CNG Buses for the Highway 17 Express Corridor. The amount of the funding was based upon the proportional share of mileage operated in the Bay Area Air Basin (60%), and totaled \$810,000 for nine (9) buses.

The District was notified that the funding for this project was granted and a signed grant agreement must be submitted to the Bay Area Air Quality Management District. Since the application for this money there have been significant changes in the District's situation that will prevent us from accepting the funding at this time.

Due to the change in the site for the MetroBase Project, valuable time has been lost in establishing a CNG refueling facility. With this change, the consolidated facility may not be available for CNG operations until at least 2004. Our need for buses require that they be purchased in a timely manner. Delaying their purchase would cause these funds to lapse.

Since it is the District's intention to pursue the Alternative Fuel Path for the bus fleet, we want to return the funds at this time and keep our options open to request funds at a later date.

Additionally, we have received funding from the State to replace the Highway 17 Express Buses that will more than replace this lost funding. Another change is that the recent successful vote in Santa Clara included \$2 million for Highway 17 buses.

Since the District will not be able to complete this project in a timely manner, it is recommended that the grant contracts be returned unsigned.

IV. FINANCIAL CONSIDERATIONS

These funds were to be used to pay for CNG capabilities on the Highway 17 Express buses, since they will be purchased as diesel buses, the cost of the buses will be reduced.

V. ATTACHMENTS

None

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: December 15, 2000

TO: Board of Directors

FROM: Bryant J. Baehr, Manager of Operations

SUBJECT: CONSIDERATION OF REMOVAL OF REDUCED FARE RESTRICTIONS ON THE HIGHWAY 17 EXPRESS FOR SENIORS AND THE DISABLED RIDERS

I. RECOMMENDED ACTION

Staff is recommending that the Board of Directors remove the reduced fare restrictions on the Highway 17 express for seniors and the disabled riders.

II. SUMMARY OF ISSUES

- The Transit District began direct operation of the Highway 17 express service on October 11, 1999.
- The Transit District and VTA have been working to apply common scheduling, rules, policies and procedures to Highway 17 service that is reflective of the service that both systems operate.
- VTA agrees that the senior and disabled reduced fare restriction should be eliminated.

III. DISCUSSION

On October 11, 1999 the Transit district began direct operation of Highway 17 express service operated under a Joint Powers Agreement with the Valley Transportation Authority. SCMTD and VTA staff has been working to apply common scheduling, rules, policies and procedures to the service.

With the exception of Highway 17 express service, the Transit District does not have a restriction on the senior and disabled reduced fare. On Highway 17 service, the senior and disabled reduced fare is only allowed between 930am to 230pm.

District staff met with VTA staff and discussed this issue. VTA staff supports removing the restriction on the Highway 17 express service.

IV. FINANCIAL CONSIDERATIONS

Over the last 2 months an average of 175 customers have taken advantage of the senior / disabled reduced fare during the hours of 930am to 230pm. It is anticipated that the use of the reduced fare during all hours of operation will not have a significant impact on farebox revenue.

V. ATTACHMENTS

None

BSAC
00-01 CIP Project List

Street	Cross Street	Stop ID	Dir.	Demand	cost request	permit	Design	Final
					\$ 388,500.00	31		
CLIFFORD	#240	1045 S		71/37	4500.00 S	1 WAT		
CLIFFORD	#253	1046 N		48/55	7500.00 SP	1 WAT		
FREEDOM	SYDNEY	1081 E		57/25	3500.00 PCC	WAT		
FREEDOM	EMME	1087 E		36694	3500.00 PCC	WAT		
GREEN VALLEY	HIGH GRADE	1990 S		30	4500.00 S	1 WAT		
FREEDOM	CRESTVIEW	2637 S		0	60000.00 TS	1 WAT		X
FREEDOM	CRESTVIEW	2638 N		0	60000.00 TS	1 WAT		X
MAIN	E FIFTH	1133 N		72/50	4500.00 S	1		CT
MAIN	RODRIGUEZ	1136 E		31/25	3000.00 P			CT
MAIN	AUTO CENTER DR	1137 E		36544	3000.00 P			CT
HWY9	HIGHLANDS PARK	1537 N			6500.00			CT
HWY 9	CALIFORNIA	1548 N			6500.00			CT
HWY 9	CALIFORNIA	1549 N			3500.00			CT
HWY 9	BROWN GABLES	2128 SM		2/19	6500.00 S	1		CT
HWY 9	MT. STORE	CS S		64/0	22000.00 TS	1		CT
HWY1	COAST	CS N			22000.00 TS	1		CT
FREEDOM	GOLDEN TORCH	1434 E		22/14	5000.00 PF			SCCO
FREEDOM	CORRALITOS RD	1447 E		29/17	3500.00 P			SCCO
FREEDOM	FILIPINO COMM C	1453 E		5/1	5000.00 PCC			SCCO
SOQUEL DR	MISSION DR	1807 W		50/15	6500.00 SP	1		SCCO
SOQUEL DR	DOVER	1813 W		108/238	6500.00 SP	1		SCCO
SOQUEL DR	DAUBENBISS	1820 E		187/56	6500.00 SP	1		SCCO
SOQUEL DR	MAR VISTA SCH.	1843 E		12/3	1000.00 P			SCCO
SOQUEL DR	STATE PARK DR	1849 W		2 36/59	6500.00 S	1		SCCO
SOQUEL DR	TROUT GULCH	1852 W		44/26	6500.00 SP	1		SCCO
FREEDOM	#2672	2409 N		3	3500.00 P			SCCO
FREEDOM	#2672	2410 S		5	5000.00 SP	1		SCCO
RIO DEL MAR	DEER PARK	1711 WM		0/1	4500.00 S	1		SCCO
BROMMER	30TH	2361 EN		0/4	1000.00 S	1		SCCO
SEASCAPE	VIA PACIFICA	2464 EF		2/5	4500.00 S	1		SCCO
BEAR CREEK	KELLER	CS N		0/4	6500.00 S	1		SCCO
GLEN ARBOR	QUAIL HOLLOW	1463 N			3500.00 P			SCCO