

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

## BOARD OF DIRECTORS REGULAR MEETING AGENDA AUGUST 11, 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. ORAL AND WRITTEN COMMUNICATIONS:
  - a. Laureen Wong RE: MetroBase
  - b. John G. Mahaney, M.D. RE: MetroBase
  - c. Bill & Susan Marley RE: MetroBase
  - d. Rachel Kliger RE: MetroBase
  - e. Harvey West Area Association RE: MetroBase
  - f. Ray Meltvedt RE: MetroBase
  - g. Pinn Bros. Companies RE: MetroBase
3. LABOR ORGANIZATION COMMUNICATIONS
4. METRO USERS GROUP (MUG) COMMUNICATIONS
5. METRO ACCESSIBLE SERVICES TRANSIT FORUM (MASTF) COMMUNICATIONS
6. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

### CONSENT AGENDA

- 7-1. APPROVE REGULAR BOARD MEETING MINUTES OF 7/14/00 AND 7/21/00,  
SPECIAL BOARD MEETING MINUTES OF 7/12/00  
Minutes: Attached
- 7-2. ACCEPT AND FILE PRELIMINARY APPROVED CLAIMS  
Report: Attached
- 7-3. ACCEPT AND FILE PASSENGER LIFT REPORT FOR JULY 2000  
Report: Attached
- 7-4. CONSIDERATION OF TORT CLAIMS: DENY THE CLAIM OF JADE RICH
- 7-5. ACCEPT AND FILE MINUTES OF MASTF COMMITTEE MEETING OF 7/20/00  
Minutes: Attached

\* Please note: Location of Meeting Place

- 7-6. ACCEPT AND FILE MINUTES OF MUG COMMITTEE MEETING OF 7/19/00  
Minutes: Attached
- 7-7. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR JUNE 2000,  
APPROVAL OF BUDGET TRANSFERS  
Staff Report: Attached
- 7-8. CONSIDERATION OF AUTHORIZATION FOR GENERAL MANAGER TO EXECUTE  
WATSONVILLE TRANSIT CENTER LEASE AGREEMENT WITH ALI  
GHARAHGOZLOO D/B/A/ TRANSMART FOR SPACE IN BUILDING FOR  
CONVENIENCE STORE AND JANITORIAL, MAINTENANCE AND ON-SITE  
MANAGER DUTIES  
Staff Report: Attached
- 7-9. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR JUNE 2000  
Staff Report: Attached
- 7-10. ACCEPT AND FILE STATUS REPORT ON ADA PARATRANSIT PROGRAM FOR  
JUNE 2000  
Staff Report: Attached
- 7-11. ACCEPT AND FILE NOTIFICATION OF ACTIONS TAKEN IN CLOSED SESSION  
REGARDING THE FOLLOWING CLAIMS ON THE DATES INDICATED:
- |    |                                    |         |
|----|------------------------------------|---------|
| a. | SETTLEMENT WITH SHANNON MC CORD    | 4/21/00 |
| b. | SETTLEMENT WITH VERNON DIXON       | 5/19/00 |
| c. | SETTLEMENT WITH FARMER'S INSURANCE | 6/16/00 |
| d. | SETTLEMENT WITH CATHY PESCALE      | 7/1/00  |

#### **REGULAR AGENDA**

8. CONSIDERATION OF CHANGE OF LOCATION FOR SEPTEMBER 15, 2000 BOARD  
MEETING  
Presented by: Les White, General Manager  
Staff Report: Attached
9. CONSIDERATION OF AUTHORIZATION FOR GENERAL MANAGER TO ENTER  
INTO A LEASE AGREEMENT WITH THE CITY OF WATSONVILLE  
REDEVELOPMENT AGENCY FOR PROPERTY APN'S 17-011-51 AND 52 IN  
WATSONVILLE, CA, FOR THE CONSTRUCTION, MAINTENANCE, AND  
OPERATION OF A TRANSIT-ORIENTED CHILD CARE AND APARTMENT COMPLEX  
CENTER  
Presented by: Margaret Gallagher, District Counsel  
Staff Report: Attached

10. CONSIDERATION OF ADDITIONAL ROUTE 71 SERVICE TO RELIEVE CONGESTION  
Presented by: Bryant Baehr, Operations Manager  
Staff Report: Attached
11. CONSIDERATION OF PURCHASE OF A COMPRESSED NATURAL GAS (CNG) VAN  
Presented by: Tom Stickel, Fleet Maintenance Manager  
Staff Report: **Due to Bid Opening on August 10, Staff Report will be Distributed at Board Meeting**
12. CONSIDERATION OF SHUTTLE SERVICE FOR THE CITY OF CAPITOLA ART & WINE FESTIVAL  
Presented by: Mark Dorfman, Assistant General Manager  
Staff Report: Attached
13. CONSIDERATION OF A RESOLUTION AUTHORIZING STAFF TO SUBMIT A PRIORITIZED LIST OF PROJECT ACTION FORMS TO THE SANTA CRUZ REGIONAL TRANSPORTATION COMMISSION FOR THE REGIONAL TRANSPORTATION PLAN  
Presented by: Mark Dorfman, Assistant General Manager  
Staff Report: **To be Distributed at the Board Meeting**

## ADJOURN

## NOTICE TO PUBLIC

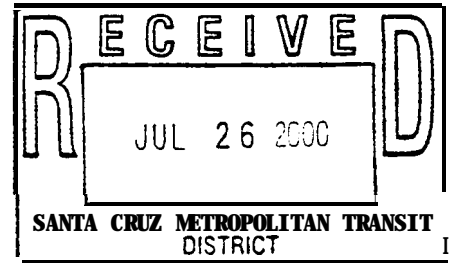
Members of the public may address the Board of Directors on a topic not on the agenda but within the jurisdiction of the Board of Directors or on the consent agenda by approaching the podium during consideration of Agenda Item #1 "Oral and Written Communications", under Section III. Presentations will 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 podium 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 Santa Cruz City Council Chambers is located in an accessible facility. If you wish to attend this meeting and require special assistance in order to participate, please Dale Carr at 426-6080 at least 72 hours in advance of the Board of Directors meeting.

116 1 Western Drive  
Santa Cruz. California 95060



July 24, 2000

Board of Directors  
Santa Cruz Metropolitan Transit District  
370 Encinal Street, Suite 100  
Santa Cruz, CA 95060

Chairwoman Beautz and Honorable Directors:

We feel that public transit is an essential service in our community and region. Consequently, we fully support your-efforts to **find** an appropriate site for the **MetroBase** project.

However, the Lipton property on the **Westside** of Santa Cruz is not an appropriate location or environment for this important project. We are concerned about the traffic impact of siting all of the county's buses at the north end of Mission Street and the environmental impact to the butterfly habitat.

Please exclude the Lipton property from any further consideration for the **MetroBase**, and do not include it either as the preferred site or an alternative site on the Environmental Impact Report for this project.

Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael Wong".

Michael Wong

A handwritten signature in black ink, appearing to read "Lauren Wong".

Lauren Wong

2a-1

John G. Mahaney M.D.

535 Highland Avenue, Santa Cruz, Ca 95060

July 11, 2000



Board of Directors

S.C. Metropolitan Transit District

Dear Directors

I am amazed that you are considering the Harvey West Area for the Metro Base. As a former Transit District Director I am absolutely opposed to this location.

Harvey West Park is an extremely busy year round recreational area. Highway 9 and River St are totally congested most of the time. All the present industries and businesses create traffic which would impede and be further impeded by multiple bus trips.

Why not consider sites along Highway one between Santa Cruz and mid county which could have easy freeway access and be closer to Santa Cruz and Watsonville. The proper site would not impact already built up areas and neighborhoods.

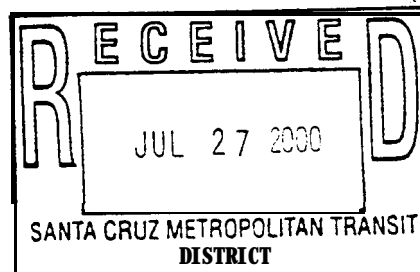
Please preserve — and don't further crowd out the Harvey West recreational area.

Thanks

John G. Mahaney

26-1

Bill & Susan Marley  
516 National St.  
Santa Cruz, CA 95060



July 25, 2000

Board of Directors  
Santa Cruz Metropolitan Transit District  
370 Encinal Street, Suite 100  
Santa Cruz, CA 95060

RE: Proposed Metrobase Locations

Dear Chairwoman Beautz and Honorable Directors:

We are asking that the Transit Board remove the Westside location (Lipton's property) from consideration for the Metrobase site.

We are also asking that the Transit Board excluded the Westside location from being considered as an alternative site, in the Environmental Impact Report for the Metrobase project.

We support public transit services in our community.

We also empathize and understand the difficulty in locating and choosing a site for the Metrobase project. We strongly believe however, that the Westside site is not an appropriate location, due to the traffic, neighborhood, and environmental concerns.

We would *greatly* appreciate your support and consideration for the Westside Santa Cruz community. Please completely remove the proposed Lipton's property and Westside location from your list of possible Metrobase sites.

Thank you very much.

Sincerely,

  
Bill & Susan Marley

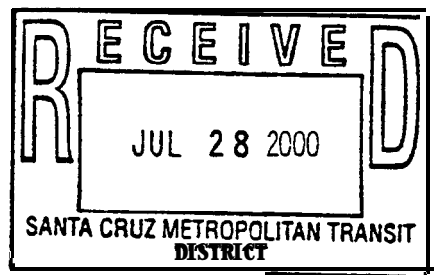
X-Sender: rkliger@mail.cruzio.com  
X-Mailer: QUALCOMM Windows Eudora Light Version 3.0.5 (32)  
Date: Thu, 20 Jul 2000 16:24:03 -0700  
To: Dale Carr <dcarr@scmttd.com>  
From: rkliger <rkliger@cruzio.com>  
Subject: august 11 board meeting

please hold the august 11 board meeting in the evening. quite important decisions will be made at this meeting, and i know of many people who are interested in attending. it is a real hardship for people to take off time from work to go to an 8:30 a.m. meeting.

thank you,

rachel kliger

# Speak Out



**Harvey West is under attack again!** Last month, it was the Camping Ban. This month it is **the MetroBase in Harvey West Industrial Park.** This letter is to inform you that the Santa Cruz Metropolitan Transit District Board of Directors, SCMTD, has taken the first step in designating two areas in Harvey West for their consolidated Metro Base operations for up to 200 busses. The **two chosen sites are shown on the** enclosed map. One site is 13 acres on Harvey West Blvd. and the other site is 19 acres on Encinal and Pioneer Streets. Either site would severely impact the Harvey West neighborhood:

- \* Traffic
- \* Noise
- \* Businesses
- \* City Tax Base
- \* Air Quality
- \* Land Use
- \* Homes
- \* Highway 1 & 9

The Harvey West Area Association has made a stand that Harvey West is no place for the MetroBase. By **targeting** the parcels with existing buildings (ex. George Wilson Plumbing, World Gym, SCO, Giro, Goodwill, Tycho), the impact of displacing these businesses would be **devastating.** The vacant parcel they would be **taking** is critically needed for Plantronics' expansion. What **this** would do to the families that would be **displaced**, especially in the Post and Pioneer area, is too much to even consider. Condemnation - Eminent Domain . . . No **Way!** We have to **Speak Out against the SCMTD taking:**

- \* Our businesses and family homes. Santa Cruz needs these jobs.
- \* The few **industrial** zoned parcels in Santa Cruz left to provide space for jobs for our **citizens** and **for existing businesses** like Plantronics and SCO to expand
- \* A big chunk of the tax base away from the City by removing the businesses and properties **from** the tax roles.

Again, this effort is tie-consuming and costly. If everyone joins together we can have a strong, effective voice. **We need your help! Time is important!**

1. **Volunteer your time - speak at the SCMTD meeting - August 11 - 8:30 am at City Council Chambers on Church Street This is when the decision will be made!**
2. **Contact your neighbors and others to oppose this action.**
3. **Write letters, call and e-mail SCMTD Board Members and the Sentinel**

Katherine Beiers, [kbeiers@ci.santa-cruz.ca.us](mailto:kbeiers@ci.santa-cruz.ca.us), Tim Fitzmaurice, [tfitzm@ci.santa-cruz.ca.us](mailto:tfitzm@ci.santa-cruz.ca.us),  
 Michael Rotkin, [miker@ci.santa-cruz.ca.us](mailto:miker@ci.santa-cruz.ca.us), City Hall 809 Center St., Santa Cruz, CA 95060, (831) 420-5021 Fax (831) 420-5020 Te!  
 Jan Beautz, Bart Cavallaro, Jeff Almquist, Michelle Hinkle, Mike Keough, Oscar Rios. at Administration, Santa Cruz Metro, 370 Encinal, Suite 100, Santa Cruz, CA 95060  
 Sentinel- "As You Set It" - 207 Church, Sanra Cruz CA 95060  
 (831) 429-9620 Fax [Editorial@santa-cruz.com](mailto:Editorial@santa-cruz.com)



*Yes, we do want to have a united voice with other businesses, residents, and property owners in Hawey West in opposing the Santa Cruz Metropolitan Transit District's proposed MetroBase in Harvey West.*

Name \_\_\_\_\_ Property location \_\_\_\_\_

Mailing Address \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_ E-mail \_\_\_\_\_

**We will volunteer to:**

Speak at SCMTD Meetings \_\_\_\_\_ Call other Neighbors \_\_\_\_\_

Handling Mailings \_\_\_\_\_ Call/Fax/E-mail **Board** Members \_\_\_\_\_

Write Letters to the Sentinel \_\_\_\_\_ Help Fund the Legal and Advocacy Effort \_\_\_\_\_

O t h e r \_\_\_\_\_

*We are a Business, Resident, Property Owner (please circle) in the Harvey West and are strongly opposed to the proposed MetroBase in Harvey West Industrial Park.*

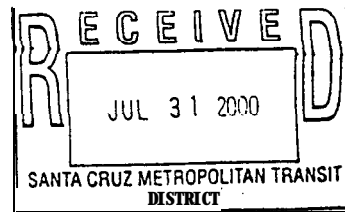
Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Property Located in Harvey West \_\_\_\_\_

## RESPONSES FROM HARVEY WEST AREA ASSOCIATION "SPEAK OUT" MAILER

<b>Name</b>	<b>Property Owned</b>	<b>Mailing Address</b>	<b>Strongly Opposed</b>
Shaku & Prabhu Atre	Business Owner	600 Encinal St	X
Roger Swenson	Granite Rock	303 Coral St.	X
Cliff & Lise Bixler	219 Fern St.	91 Country Estates Dr.	X
Santa Cruz Art Glass	Santa Cruz Art Glass	133 Fern St.	X
Stan Weir	Weir Enterprises 225 & 227 Fern St	227 Fern St.	X
M/M Dominick Saccullo	118 Coral St.	220 Archer Drive	X
William Hunt	127 Fern	214 Grant St.	X
Fred Vairetta	370 Encinal St.	P. O. Box 8348	X
Nick Iuliano	111 DuBois	2140 41 <sup>st</sup> Avenue, #200 Capitola	X
Edmond & Joan LeBer	211 Fern St.	105 Western Court	X
Floyd Smith	JA-CO Machine Works 308 Encinal	207 Esmeralda Drive	X
Wave Crest Dev. Inc.	399 Encinal, 440 Encinal, 400 Encinal	530 Chestnut St.	X
Encinal Partnership No. 1	200 Harvey West Blvd., 425 Encinal, 191 Harvey West, 135 DuBois, 100 Pioneer, 195 Harvey West	530 Chestnut St.	X
Joan Coleman	Yes - no location specified	P. O. Box 496007, #232 Redding, CA 96049	X
Pinn Bros/Alan & David	330 & 324 Encinal	1475 Saratoga Ave., #250	X



Board of Directors

Santa Cruz Metropolitan Transit District  
320 Escorial Street, Suite 100  
Santa Cruz, Calif. 95060

Public Transit is important to our community here in Santa Cruz. I think the great that you are trying to find an appropriate site for Metrolase

Westside is NOT appropriate!  
Thanks for eliminating the Lipton site for further consideration.

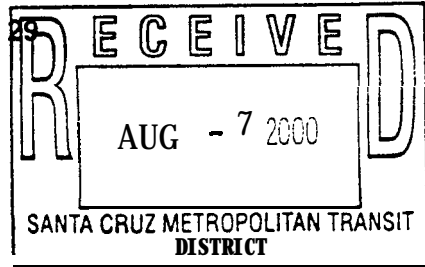
Harvey West is A great site ;  
I hope it is given serious consideration. It could be a great success.

Sincerely Yours

L. Jay McCreath ; Dennis Sommer ; Robb  
290 Swanton Blvd, Santa Cruz

## Pinn Bros. Companies

1475 Saratoga Ave. #250 San Jose, CA 95129  
tel: 408-252-9131 / fax: 408-252-2632



August 3, 2000

Santa Cruz Metro Transit District  
Board of Directors  
370 Encinal Street, Suite 100  
Santa Cruz, CA 95060

Re: Encinal Drive, Harvey West Park  
Proposed Bus Yard

Dear Directors,

As the owner of the referenced property I am truly amazed at the District's plan to convert highly developed, fully leased office buildings into a bus garage.

This is equivalent to buying a skyscraper for use as a City Park. We have seven year leases to be canceled, very expensive technical equipment in our tenant's spaces and a recent appraisal value of over \$7,000,000 for this property.

This equates to nearly \$100 a square foot to purchase this land (and teardown the buildings) then turn around and use it for a bus garage.

This appears to be a most unwise use of taxpayer's money and could conceivably be the world's most expensive bus garage ! Hardly a business-wise decision for an elected official, not to mention 'the 50+ employees that would be out of a building to work in..

Will you be able to find another 39,000 sq. ft. office building to relocate these business's into?

Common sense dictates that a purchase of bare land without leases to be litigated, without buildings to tear down and without business's and homeowners to relocate.

Sincerely,

A large, stylized handwritten signature in black ink, appearing to read "Alan R. Pinn".

Alan R. Pinn  
Managing Partner

cc: Rick Kanishak, B & G International, Inc.  
Pat Damuro, DSL Net, Inc.

29-1

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

July 14, 2000

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A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, July 14, 2000 at the District Administrative Office, 370 Encinal Street, Santa Cruz, CA.

Director Beiers called the meeting to order at 8:38 a.m.

## SECTION 1: OPEN SESSION

### 1. ROLL CALL:

#### DIRECTORS PRESENT

Sheryl Ainsworth  
Bruce Arthur  
Katherine Beiers  
Tim Fitzmaurice  
Bruce Gabriel  
Michelle Hinkle

#### DIRECTORS ABSENT

Jeff Almquist  
Jan Beautz  
Mike Keogh  
Oscar Rios  
Mike Rotkin  
Ex Officio Director Burch

#### STAFF PRESENT

John Aspesi, Fleet Maintenance Supervisor  
Bryant Baehr, Operations Manager  
Paul Chandley, Human Resource Manager  
Marilyn Fenn, Asst. Finance Manager  
Linda Fry, Service Planning Supervisor  
Terry Gale, IT Manager  
Margaret Gallagher, District Counsel

Tom Hiltner, Grants/Legislative Analyst  
David Konno, Facilities Maint. Manager  
Lloyd Longnecker, District Buyer  
LeAna Olson, Human Resource Analyst  
Elisabeth Ross, Finance Manager  
Leslie R. White, General Manager

#### EMPLOYEES AND MEMBERS OF THE PUBLIC

Wally Brondstatter, UTU  
Scott Bugental, Lift Line  
Patti Korba, SEA  
Jeff LeBlanc, MASTF  
Manny Martinez, PSA  
John Mellon, VMU  
Ian McFadden, UTU

Paige's Security Firm Officers  
Steve Paulson, UTU  
Robert Scott, Engineering Consultant  
Wes Scott, UCSC  
Candace Ward, UCSC  
Linda Wilshusen, SCCRTC

### 2. ORAL AND WRITTEN COMMUNICATIONS

- a. Elise MacGregor RE: MetroBase
- b. Kathryn & Othmar Tobisch RE: MetroBase
- c. Kathleen Duncan RE: Bus Stop

- d. Wes Scott, UCSC RE: UCSC/Westside Service

**3. LABOR ORGANIZATION COMMUNICATIONS**

None

**4. METRO USERS GROUP (MUG) COMMUNICATIONS**

None

**5. METRO ACCESSIBLE SERVICES TRANSIT FORUM (MASTF) COMMUNICATIONS**

None

**6. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS**

- a. Item #19-1 Replace Staff Report on Consideration of Amending Contract for Radio Maintenance
- b. Letter from Blanca Alvarado of VTA in response to request from Chairperson Beutz for forum. A copy of this letter will be attached to the Minutes.

**CONSENT AGENDA**

**REVIEW CONSENT AGENDA ITEMS 7-1 THROUGH 7-19**

**7-1. APPROVE REGULAR BOARD MEETING MINUTES OF 6/9/00 AND 6/16/00**

No questions or comments.

**7-2. ACCEPT AND FILE PRELIMINARY APPROVED CLAIMS**

No questions or comments.

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

No questions or comments.

**7-4. CONSIDERATION OF TORT CLAIMS: Deny the Claim of Kyle Dixon; Deny the Application to File a Late Claim of Ramon Martinez & Reject the Claim as Untimely Filed  
**Action Required on the Ramon Martinez Claim at the July 14<sup>th</sup> Board Meeting.****

**ACTION: MOTION: DIRECTOR ARTHUR SECOND: DIRECTOR GABRIEL**

A Motion was made to Deny the Application to File a Late Claim of Ramon Martinez & Reject the Claim as Untimely Filed.

The Motion passed unanimously with Directors Almquist, Beutz, Keogh, Rios and Rotkin absent.

**7-5. ACCEPT AND FILE MINUTES OF MASTF COMMITTEE MEETING OF 6/15/00**

No questions or comments.

**7-6. ACCEPT AND FILE MINUTES OF MUG COMMITTEE MEETING OF 6/14/00**

No questions or comments.

**7-7. MONTHLY BUDGET STATUS REPORT FOR MAY 2000, APPROVAL OF BUDGET TRANSFERS AND DESIGNATION OF EXCESS SALES TAX FUNDS IN THE AMOUNT OF \$300,000 FOR LIABILITY INSURANCE RESERVES, \$300,000 FOR WORKERS' COMPENSATION RESERVES, \$300,000 FOR BUS STOP IMPROVEMENT RESERVES AND THE REMAINDER FOR CAPITAL RESERVES IN THE ESTIMATED AMOUNT OF \$1,850,000**

Elisabeth Ross reported that the District is on budget as of May 2000. The Board of Directors will allocate the District's reserves for the fiscal year. Ms. Ross further reported that \$2.7M is being retired to reserves and itemized the amounts being transferred to specific reserves. All reserve amounts will be set as absolute. The balance of \$1,850,000 will be transferred to the capital reserve. Les White discussed the problem of ordering CNG buses when the MetroBase facility may not be on-line with its CNG line in time for delivery of these buses vs. staff's suggestion that 42 of the buses be re-powered with a new diesel engine which would cost \$56,000 to \$60,000 per bus to make them compliant. These re-powered buses would be replaced with CNG buses once there is a District facility in which to fuel them.

Director Fitzmaurice and Elisabeth Ross will discuss the liability reserve. Director Ainsworth was informed that there is no District bus stop policy regarding trashcans. David Konno will check into the cost of having Waste Management empty the bus stop trashcans.

**7-8 CONSIDERATION OF AUTHORIZATION FOR DISPOSAL OF ASSETS**

The Board is being requested to authorize the disposal of seven buses that are totally depreciated and have been replaced, in addition to radios that staff replaced this year. Two vans and the parts inventory for the Flexible buses are also being disposed of.

**7-9. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR APRIL 2000**

Les White reported that staff is engaged in a marketing program to increase ridership on the Highway 17 Express, especially with the extension of service to the Metro Center.

**7-10. ACCEPT AND FILE STATUS REPORT ON ADA PARATRANSIT PROGRAM FOR APRIL 2000**

The ADA Paratransit Report will be distributed to the Board at the meeting of 7/21/00. Bryant Baehr stated that a letter is being sent to Scott Bugental regarding several complaints received along with a complaint by Director Gabriel. Jeff LeBlanc informed the Board that the MASTF

Executive Committee met on 7-12-00 with the auditors. There will be a public forum to receive community input on this topic.

**7-11. ACCEPT AND FILE QUARTERLY PERFORMANCE REPORT, THIRD QUARTER 1999/00**

The column header dates will be corrected to reflect Fiscal Years 99/00 and 98/99 and will be redistributed for the Board Meeting of 7/21/00.

**7-12. ACCEPT AND FILE QUARTERLY RIDERSHIP REPORT, THIRD QUARTER 99/00**

No questions or comments.

**7-13. ACCEPT AND FILE REPORT ON THE INCREASE IN COSTS FOR THE 2000 BEACH SHUTTLE**

Bryant Baehr reported that this is a summary report only. Ridership on the beach shuttle is up 16% over last year and peaked at 104% approximately three weeks ago.

**7-14. ACCEPT AND FILE REPORT ON REAR WINDOW VISIBILITY**

Bryant Baehr reported that Obie Advertising is using a new type of material for rear window advertising that eliminates the safety issue by increasing visibility.

**7-15. CONSIDERATION OF ADOPTING THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT DISADVANTAGED BUSINESS ENTERPRISE PROGRAM UPDATE AND SUBMITTING THE DBE PROGRAM UPDATE TO THE FTA FOR APPROVAL**

Les White reported that there was no public or written comments on the DBE issue which was held at last month's Board meeting. This issue will be before the Board on 7/21/00 for adoption.

**7-16. CONSIDERATION OF APPOINTMENT OF BARBARA SCHALLER TO THE METRO USERS GROUP**

Director Gabriel commented that, if appointed, Ms. Schaller would be the senior representative on the MUG Committee.

**7-17. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE ON BEHALF OF SANTA CRUZ METROPOLITAN TRANSIT DISTRICT A LEASE AGREEMENT WITH FILIBERTO PORRAS, D.B.A. LA MISSION RESTAURANT, FOR THE RESTAURANT SPACE AT THE SANTA CRUZ METRO CENTER, EFFECTIVE JULY 21, 2000.**

Margaret Gallagher informed the Board that La Mission currently has kiosk space at the Metro Center and is interested in leasing restaurant space as well. Mr. White commented that a meeting is scheduled for next week with Ceil Cirillo and her staff to discuss numerous issues regarding the design of the Metro Center. Director Gabriel expressed his concern with



automobile drivers entering the Metro Center area that is designated for buses only. The security officer at Metro Center will be informed to enforce the no smoking policy.

**7-18. CONSIDERATION OF AUTHORIZATION FOR THE GENERAL MANAGER TO EXECUTE A LEASE AGREEMENT ON BEHALF OF SANTA CRUZ METROPOLITAN TRANSIT DISTRICT WITH COLLEEN COSBY AND BRONSON BAKER D/B/A/ BREW BAR FOR A KIOSK SPACE AT THE SANTA CRUZ METRO CENTER**

Margaret Gallagher reported that the Brew Bar has leased kiosk space at the Metro Center for several years. The principals of the Brew Bar would like to continue leasing kiosk space and Counsel Gallagher is currently negotiating a new lease with them.

**7-19. CONSIDERATION OF ACCEPTANCE OF DONATION OF BIKE BENCHES FROM UNIVERSITY OF CALIFORNIA, SANTA CRUZ**

No questions or comments.

**REGULAR AGENDA**

**8. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS**

No questions or comments.

**9. CONSIDERATION OF EASTERN BUS ACCESS TO THE UNIVERSITY OF CALIFORNIA, SANTA CRUZ PER A REQUEST BY DOUG DEITCH**

**Summary:**

Les White commented that Doug Deitch attended the June 9<sup>th</sup> Board Meeting to request that the Board agendaize the issue of Eastern Access to UCSC. Director Rotkin agendaized this issue to the June 16<sup>th</sup> meeting. Mr. Deitch then requested a continuance to the July meeting so he could prepare information for the Board. Mr. Deitch is now requesting another continuance. Director Fitzmaurice requested that Mr. Deitch be informed that Board action will take place at the 7/21/00 meeting on this issue. Linda Wilshusen requested that the record reflect that the Opinion Sheet initially handed out by Mr. Deitch does not contain full information on the Eastern Access.

**10. CONSIDERATION OF AWARD OF SECURITY SERVICES CONTRACT**

**Summary:**

Bryant Baehr reported that in 1997 the District signed a 3-year contract with First Alarm Security Services. Two months ago staff approached the Board with a recommendation to award the contract, however, due to a technical error in the Request For Proposal (RFP), a re-procurement took place. Four firms responded to the RFP and a panel reviewed these. Staff recommends that Paige's Security Firm be awarded the contract. Several officers from Paige's were present to answer questions. Mr. Paige assured the Board that staff will receive a daily report on each tour of duty and that an on-site supervisor will be provided as well.

**ITEM #13 WAS TAKEN OUT OF ORDER.**

13. **CONSIDERATION OF EXTENSION OF EXISTING SERVICE AGREEMENT BETWEEN UNIVERSITY OF CALIFORNIA SANTA CRUZ AND SANTA CRUZ METROPOLITAN TRANSIT DISTRICT**  
**Action Required at the July 14<sup>th</sup> Board Meeting.**

**Summary:**

Les White summarized that the District is currently in a multiple-year contract with annual renewal requirements. Staff recommends renewal of the contract for the coming year.

**ACTION: MOTION: DIRECTOR FITZMAURICE SECOND: DIRECTOR GABRIEL**

A Motion was made to approve authorization for the General Manager to renew the existing contract with UCSC for the coming year.

The Motion passed unanimously with Directors Almquist, Beautz, Keogh, Rios, and Rotkin absent.

11. **CONSIDERATION OF AWARD OF CONTRACT FOR FURNISHING PASSENGER WAITING SHELTERS**

**Summary:**

Lloyd Longnecker reported that an Invitation for Bid (IFB) was sent out in June for fifteen shelters with an option for an additional 25 shelters this fiscal year and 25 shelters next fiscal year. Staff is requesting consideration of award of contract for fifteen shelters only at this time. Five responses were received from the IFB and staff is recommending the contract be awarded to Columbia Equipment Co. of Jamaica, New York.

**Discussion:**

There was concern that by utilizing a different vendor, the shelters would not have the desired continuity in appearance. Mr. White further stated that this type of shelter is less labor intensive with lower costs for installation.

**DIRECTOR FITZMAURICE DEPARTED THE MEETING AT 9:39 A.M.**

Additionally, replacement parts are the same as those used in the older shelters. Director Hinkle relayed comments she had heard regarding the inability for larger riders to utilize the new bus benches with armrests and was assured that armrests would not be a part of the new shelters. David Konno will research if one of the armrests from the older benches can be removed without impacting the bench itself.

**12. CONSIDERATION OF AWARD OF CONTRACTS FOR FURNISHING LIFE AND AD&D INSURANCE AND EMPLOYEE VISION COVERAGE**

**Summary:**

Paul Chandley reported that more than twenty-five RFPs were sent out due to the contracts expiring for both vision and life insurance. Three responses were received for the life insurance and Accidental Death and Dismemberment (AD&D) contract. Staff is recommending the contract for life insurance and AD&D be awarded to Hartford Life Insurance who has been the District's vendor for the last five years. Hartford has offered a 6.5% decrease in rates over the next twenty-four months.

Staff received two responses to the Vision RFPs. Staff recommends awarding the contract to Vision Service Plan (VSP) who has been the District's carrier for more than fifteen years. VSP has the largest network of providers in the country. The second bidder only offers service within California which would not be feasible since the District provides coverage for retirees who may move out of state.

**14. CONSIDERATION OF RESOLUTION TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR DISTRIBUTION OF SURPLUS TDA RESERVE FUNDS AND COMMISSION RESERVE FUNDS**

**Summary:**

Les White reported that the Transportation Development Act (TDA) fund is experiencing more funding than initially anticipated. The Transportation Commission recently called for projects and requests for allocations of these funds. Staff recommends that this funding program be used to supplement funds needed for engine re-powering. The Board has already approved the budget which contains \$300,000 in TDA surplus funds from the Commission. This \$300,000 in TDA funds is needed for the operation of the District. However, staff is requesting that the Board adopt a resolution authorizing the General Manager to request a distribution of any TDA or Commission Reserve funds in the maximum amount available to the District for the purpose of engine re-powering.

**Discussion:**

Linda Wilshusen stated that a meeting would be held in August to define the criteria for utilization of TDA funds. Ms. Wilshusen will discuss the Sponsorship Program being sponsored out of the reserves with either Les White or Mark Dorfman.

Director Gabriel inquired about the restoration of Route 11. Wes Scott of UCSC informed Director Gabriel that a study identified the Westside route as having numerous users. After meeting with District staff, Mr. Scott's staff utilized direct mail to inform residents that this service will be provided. Mr. Scott reported that UCSC is looking at possibly 1,000 additional students next year.

**15. CONSIDERATION OF A RESOLUTION AUTHORIZING A GRANT APPLICATION TO THE BAY AREA AIR QUALITY MANAGEMENT DISTRICT FOR FUNDS FOR HIGHWAY 17 CNG REPLACEMENT BUSES**

**Summary:**

Les White reported that the Highway 17 fleet is exhausted and re-powering strategies are being considered for these buses. \$3.75M in funds were earmarked for buses for Highway 17. Because of the District's Joint Powers Agreement (JPA) with Valley Transit Authority (VTA) and the level of service in the San Jose area, District staff can apply for allocations that are directed toward the Bay Area Air Quality Management District. By applying for allocations from the Transportation Fund for Clean Air (TFCA) in the San Francisco air basin, the District may obtain \$810,000 for the purchase of CNG replacement buses for the Highway 17 Express diesel fleet. Staff is requesting authorization to submit an application for these funds. Due to the delay in the MetroBase project, the Board will need to decide if the decision of CNG buses should be revisited or to opt for another propulsion source. If another propulsion source is chosen, the air grant could be amended for any source other than diesel. A contract for acquisition of the buses will secure these funds. Mr. White will provide Director Ainsworth with information on this issue from the 2/11/00 Board Workshop.

**16. CONSIDERATION OF APPROVAL OF SERVICE TO THE SANTA CRUZ COUNTY FAIR**

**Summary:**

Linda Fry reported that staff is seeking Board authorization to operate supplemental bus service to the Santa Cruz County Fair in return for exhibit space, passes for exhibit staff, and publicity. Supplemental service would include: one trip at night on weekdays, service from noon to 7 p.m. on Saturday and 1 - 7 p.m. on Sunday. No special request for service has been made for "seniors" day.

**17. CONSIDERATION OF SHUTTLE SERVICE FOR THE CAPITOLA ART AND WINE FESTIVAL**

**Summary:**

Les White stated that the Capitola Chamber of Commerce requested two buses for shuttle service during the Capitola Art and Wine Festival. These would be free shuttles operating from 9:30 a.m. to 9:00 p.m. on September 16, and from 9:30 a.m. to 7:00 p.m. on September 17<sup>th</sup>. The cost to the District for these shuttle would be approximately \$2,750. The District's concerns are two-fold: the District does not have a policy to give away services; and, the Board would have to make a finding that there is some value to the District for providing this service to avoid having a gift of public funds. Staff recommends that this request be denied.

**Discussion:**

Director Arthur suggested providing the riders with information on the District, such as the *Headways*, in order to justify the service. Les White commented that a special route could be

set up for this purpose, however, it would set a precedent for other entities who would request free shuttle service as well. Linda Wilshusen suggested that for the future, the Board could develop a policy for special shuttles along with a cost sharing arrangement. The Commission would be happy to work with District staff if the Board would like a joint policy with the Commission.

**18. CONSIDERATION OF ADOPTION OF MANAGEMENT COMPENSATION ADJUSTMENT**

**Summary:**

Les White stated that staff is recommending that management receive the same increase as SEIU members which is a 4% adjustment.

**Discussion:**

Patti Korba of SEIU stated that SEA is supportive of this request. She would, however, like to have the term of the plan clarified with effective dates. Mr. White responded that this adjustment would be effective July 24, 2000 for a one-year term.

**19. CONSIDERATION OF AMENDING CONTRACT FOR RADIO MAINTENANCE**

**Summary:**

Lloyd Longnecker reported that in March of 2000 the Board authorized the contract for radio maintenance. In April 2000 the Board authorized the emergency purchase of fifty-six radios. Staff is recommending that the Board authorize the General Manager to execute an amendment to the maintenance contract to reflect a reduction of \$12,002 due to new equipment. Some of these savings will be applied toward the new equipment.

**20. CONSIDERATION OF EXTENSION OF J.B. ASSOCIATES AND APEX STRATEGIES CONTRACTS**

**Summary:**

Les White requested the Board to consider an extension to the J.B. Associates and Apex Strategies contracts for one year. Staff will return to the Board with proposals regarding costs which depend on the site for the MetroBase facility. J.B. Associates and Apex Strategies are outreach consultants for the MetroBase project.

**ADJOURN**

There being no further business, Director Beiers adjourned the meeting at 10:26 a.m.

Respectfully submitted,

DALE CARR  
Administrative Services Coordinator

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**Minutes- Board of Directors**

**July 21, 2000**

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A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, July 21, 2000 at the City Hall Council Chambers, 809 Center Street, Santa Cruz, California.

Vice Chairperson Rotkin called the meeting to order at 8:36 a.m.

## **SECTION 1: OPEN SESSION**

### **1. ROLL CALL:**

#### **DIRECTORS PRESENT**

Sheryl Ainsworth  
Bruce Arthur  
Katherine Beiers  
Tim Fitzmaurice  
Bruce Gabriel  
Michelle Hinkle  
Mike Keogh  
Oscar Rios  
Mike Rotkin

#### **DIRECTORS ABSENT**

Jeff Almquist  
Jan Beautz  
Ex Officio Director Ken Burch

#### **STAFF PRESENT**

Mark Dorfman, Asst. General Manager  
Margaret Gallagher, District Counsel  
Leslie R. White, General Manager

### **2. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION**

District Counsel Margaret Gallagher reported that the Closed Session Minutes of June 16, 2000 would be reviewed in addition to a conference with Legal Counsel regarding the claim of Cathy Pescale.

### **3. ORAL AND WRITTEN COMMUNICATION REGARDING CLOSED SESSION**

None

## **SECTION II: CLOSED SESSION**

Vice Chairperson Rotkin adjourned to Closed Session at 8:37 a.m. and reconvened to Open Session at 8:45 a.m.

**SECTION III: RECONVENE TO OPEN SESSION**

**DIRECTORS PRESENT**

Sheryl Ainsworth  
Bruce Arthur  
Katherine Beiers  
Tim Fitzmaurice  
Bruce Gabriel  
Michelle Hinkle  
Mike Keogh  
Oscar Rios  
Mike Rotkin

**DIRECTORS ABSENT**

Jeff Almquist  
Jan Beautz  
Ex Officio Director Burch

**STAFF PRESENT**

John Aspesi, Fleet Maintenance Supervisor  
Bryant Baehr, Operations Manager  
Paul Chandley, Human Resource Manager  
Linda Fry, Service Planning Supervisor  
Terry Gale, IT Manager  
Mike Goodell, Sr. Admin. Data Admin.  
Margaret Gallagher, District Counsel

David Konno, Facilities Maint. Manager  
Lloyd Longnecker, District Buyer  
LeAna Olson, Human Resource Analyst  
Marilyn Rodgers, Admin. Sec./Supervisor  
Elisabeth Ross, Finance Manager  
Judy Souza, Base Superintendent  
Leslie R. White, General Manager

**EMPLOYEES AND MEMBERS OF THE PUBLIC**

Jim Boss, Santa Cruz Transportation  
Roy Brogdon, Spvr. Revenue Collections  
Wally Brondstatter, UTU  
Scott Bugental, Lift Line  
Doug Deitch, Mont. Bay Conservancy  
Patti Korba, SEA  
Jeff LeBlanc, MASTF  
Manny Martinez, PSA  
Bonnie Morr, UTU

John Mellon, VMU  
Ed Nelson, PSA  
Paige's Security Firm Officers  
Cam Pierce, Bus Rider  
Peter Scott  
Wes Scott, UCSC  
Marion Taylor, League of Women Voters  
Candace Ward, UCSC  
Linda Wilshusen, SCCRTC

**6. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS**

**CONSENT AGENDA:**

**ADD TO ITEM #7-4**

CONSIDERATION OF TORT CLAIMS: Deny the claim of Norman  
C. Gardner  
(Add Claim)



- ADD TO ITEM #7-11** ACCEPT AND FILE QUARTERLY PERFORMANCE REPORT, THIRD QUARTER 1999/00  
(Replace Staff Report)
- ADD TO ITEM #7-12** ACCEPT AND FILE QUARTERLY RIDERSHIP REPORT, THIRD QUARTER 99/00.  
(Replace Staff Report)
- ADD TO ITEM #7-18** CONSIDERATION OF AUTHORIZATION FOR THE GENERAL MANAGER TO EXECUTE A LEASE AGREEMENT ON BEHALF OF SANTA CRUZ METROPOLITAN TRANSIT DISTRICT WITH COLLEEN COSBY AND BRONSON BAKER D/B/A/ BREW BAR FOR A KIOSK SPACE AT THE SANTA CRUZ METRO CENTER  
(Add As Attachment to Staff Report)
- ADD TO ITEM #7-19** CONSIDERATION OF ACCEPTANCE OF DONATION OF BIKE BENCHES FORM THE UNIVERSITY OF CALIFORNIA, SANTA CRUZ

**REGULAR AGENDA:**

- ADD TO ITEM #9** CONSIDERATION OF EASTERN BUS ACCESS TO THE UNIVERSITY OF CALIFORNIA, SANTA CRUZ PER A REQUEST BY DOUG DEITCH  
(Add to Staff Report)
- DELETE ITEM #13** CONSIDERATION OF EXTENSION OF EXISTING SERVICE AGREEMENT BETWEEN UNIVERSITY OF CALIFORNIA SANTA CRUZ AND SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
**(Action taken at July 14, 2000 Board Meeting)**
- ADD TO ITEM #16** CONSIDERATION OF APPROVAL OF SERVICE TO THE SANTA CRUZ COUNTY FAIR  
(Replace Staff Report Deleting the Need to Take Action at July 14<sup>th</sup> Meeting)

**REGULAR AGENDA**

**ITEMS #10, #11 AND #12 WERE TAKEN OUT OF ORDER**

**10. CONSIDERATION OF AWARD OF SECURITY SERVICES CONTRACT**

**Summary:**

Bryant Baehr reported that an RFP was sent out three months ago at which time four firms responded. Due to a technical flaw in the original RFP, the RFP was re-sent and the same four

firms responded: Paige's, National, First Alarm and Burns Security firms. Staff recommends that the contract be awarded to Paige's Security Firm.

**ACTION: MOTION: DIRECTOR GABRIEL SECOND: DIRECTOR RIOS**

**Award the security services contract to Paige's Security Services for a period of three years with optional two one-year extensions.**

**The Motion passed unanimously with Directors Almquist and Beutz absent.**

**11. CONSIDERATION OF AWARD OF CONTRACT FOR FURNISHING PASSENGER WAITING SHELTERS**

**Summary**

Tom Stickel reported that in response to an Invitation for Bid, five firms submitted bids to provide the District with fifteen passenger waiting shelters with an option for an additional twenty-five shelters this fiscal year and an additional twenty-five shelters in fiscal year 2001/2002. While the design of the shelters has changed, the parts are replaceable with the first batch of shelters received from a different vendor. The design difference is with the bench, which now has no individual seats. Staff recommends that the contract be awarded to Columbia Equipment Co. of Jamaica, New York.

**ACTION: MOTION: DIRECTOR BEIERS SECOND: DIRECTOR ROTKIN**

**Support staff's recommendation of awarding the contract to Columbia Equipment Co.**

**The Motion passed unanimously with Directors Almquist and Beutz absent.**

**12. CONSIDERATION OF AWARD OF CONTRACTS FOR FURNISHING LIFE AND AD&D INSURANCE AND EMPLOYEE VISION COVERAGE**

**Summary:**

Tom Stickel stated that a Request for Proposal was sent out to over twenty-five insurance companies for employee Life and Accidental Death and Dismemberment insurance. Three proposals were received. Hartford Life Insurance met all the criteria in the RFP plus is offering a 6.5% decrease in premium rates for the two-year life of the contract. Staff recommends that the contract be awarded to Hartford Life Insurance.

Tom Stickel further reported that the employee vision eye services have been provided by Vision Service Plan (VSP) for the last fifteen years. Although VSP does not have the lowest rates, they do have a nationwide network of providers; whereas, the only other respondent to the RFP only provides vision service within California. A nationwide network of providers is necessary for the District retirees who may live outside of California. VSP has reduced the current contract rates by one percent for the two-year life of the contract. Staff recommends that the contract be awarded to Vision Service Plan (VSP)

**ACTION: MOTION: DIRECTOR BEIERS SECOND: DIRECTOR RIOS**

**Award the Life and Accidental Death and Dismemberment Insurance to Hartford Life Insurance and to award the vision coverage to Vision Service Plan (VSP).**

**The Motion passed unanimously with Directors Almquist and Beautz absent.**

**1. REPORT ON CLOSED SESSION - District Counsel**

Margaret Gallagher reported that the Closed Session Minutes of June 16, 2000 were approved.

**AT 9:00 A.M. THE BOARD RETURNED TO ORAL AND WRITTEN COMMUNICATIONS**

**2. ORAL AND WRITTEN COMMUNICATIONS**

- a. Elise MacGregor RE: MetroBase - Written Communication received June 16, 2000.
- b. Kathryn & Othmar Tobisch RE: MetroBase - Written Communication dated June 16, 2000.
- c. Kathleen Duncan RE: Bus Stop - Written Communication received June 28, 2000.
- d. Wes Scott, UCSC RE: UCSC/Westside Service - Written Communication dated July 3, 2000. Wes Scott of the University of California, Santa Cruz was present and requested that the Board formalize the Westside Shuttle and noted that 26% of all riders to and from the campus utilize this shuttle. Mr. Scott stated that there would be a 38% increase in student population on campus. Director Rotkin, by consensus, directed staff to refer this request to the Service Review Committee.
- e. Scott Bugental, Director of Transportation for Food & Nutrition Services, announced his resignation from that position to pursue a seat on the Santa Cruz City Council. Mr. Bugental will be available to his successor to ensure as smooth a transition as possible.
- f. Marion Taylor of the League of Women Voters discussed the CalWorks Transportation Survey, which was referred to the Metro Users Group due to the comments regarding some bus operators.
- g. Sam Storey of Food & Nutrition Services expressed his disappointment over Mr. Bugental's departure, however, the process has begun to replace Mr. Bugental in this position. Mr. Storey commented that he would be more active with the transportation services. Director Rotkin expressed his desire that the District have a seat on the selection committee to interview candidates for this position. Mr. Storey stated that a District representative would be on the panel.
- h. Director Rios discussed a new complex of 100+ units in Watsonville for which there is a need for bus transportation.
- i. Director Keogh commented that Item No. 9 Consideration of Eastern Bus Access to the University of California, Santa Cruz per a Request by Doug Deitch is clearly a land use issue and, in his opinion, should not be before this Board.

**ACTION: MOTION: DIRECTOR KEOGH SECOND: DIRECTOR GABRIEL**

**Remove Item No. 9 from the agenda and direct the applicant to apply to the appropriate agency to have this item heard.**

**The Motion passed with Directors Almquist and Beautz absent and Director Rios voting No.**

- j. Doug Deitch, speaking on behalf of the Monterey Bay Conservancy, stated that none of the studies conducted prior to 1992 looked at the eastern access route, which is one-half the distance of the regular route. Mr. Deitch feels that it is poor planning to have the City of Santa Cruz look at this alternative.

### **3. LABOR ORGANIZATION COMMUNICATIONS**

None

### **4. METRO USERS GROUP (MUG) COMMUNICATIONS**

#### **Summary:**

Director Gabriel commented that at the recent MUG meeting on 7/19/00, Item #14 Consideration of Resolution to the Santa Cruz County Regional Transportation Commission for Distribution of Surplus TDA Reserve Funds and Commission Reserve Funds was added to the MUG agenda as an emergency item. The MUG Committee made a motion supporting staff's recommendation to prioritize bus stops and expand UCSC service.

#### **Discussion:**

Director Fitzmaurice mentioned that people are confused as to how to become a member of MUG and the voting procedures. Director Rotkin asked Director Gabriel to announce at the beginning of each MUG meeting the procedure to become a member and, therefore, be eligible to vote. Mr. White is also available to speak with anyone who is confused about the process.

### **5. METRO ACCESSIBLE SERVICES TRANSIT FORUM (MASTF) COMMUNICATIONS**

#### **Summary:**

Jeff LeBlanc, Chairperson of MASTF, relayed his surprise that three bus stop applications were turned down by the City of Santa Cruz. Les White will supply the Board with information on these bus stop applications.

Mr. LeBlanc read three motions that were made at the recent MASTF meeting: These motions were that MASTF supports the District's efforts to improve bus service between Santa Cruz and San Jose; MASTF requests that the Board declare all bus stops as District facilities so "no smoking" signs can be posted; and, MASTF supports the staff recommendation that \$300,000 of excess District revenues be set aside in a capital reserve fund for bus stop improvements. Director Rotkin requested that staff provide the Board with an information item regarding what

would be involved and the consequences of declaring all bus stops as District facilities as well as former decisions that might have been made in this regard. Mr. LeBlanc and Director Fitzmaurice also thanked Scott Bugental for his efforts as Director of Lift Line.

## CONSENT AGENDA

### Review Consent Agenda Items 7-1 through 7-19

- 7-1. APPROVE REGULAR BOARD MEETING MINUTES OF 6/9/00 AND 6/16/00
- 7-2. ACCEPT AND FILE PRELIMINARY APPROVED CLAIMS
- 7-3. ACCEPT AND FILE PASSENGER LIFT REPORT FOR JUNE 2000
- 7-4. CONSIDERATION OF TORT CLAIMS: Deny the Claims of Kyle Dixon; Norman C. Gardner
- 7-5. ACCEPT AND FILE MINUTES OF MASTF COMMITTEE MEETING OF 6/15/00
- 7-6. ACCEPT AND FILE MINUTES OF MUG COMMITTEE MEETING OF 6/14/00
- 7-7. MONTHLY BUDGET STATUS REPORT FOR MAY 2000, APPROVAL OF BUDGET TRANSFERS AND DESIGNATION OF EXCESS SALES TAX FUNDS IN THE AMOUNT OF \$300,000 FOR LIABILITY INSURANCE RESERVES, \$300,000 FOR WORKERS' COMPENSATION RESERVES, \$300,000 FOR BUS STOP IMPROVEMENT RESERVES AND THE REMAINDER FOR CAPITAL RESERVES IN THE ESTIMATED AMOUNT OF \$1,850,000
- 7-8. CONSIDERATION OF AUTHORIZATION FOR DISPOSAL OF ASSETS
- 7-9. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR MAY 2000
- 7-10. ACCEPT AND FILE STATUS REPORT ON ADA PARATRANSIT PROGRAM FOR MAY 2000
- 7-11. ACCEPT AND FILE QUARTERLY PERFORMANCE REPORT, THIRD QUARTER 1999/00
- 7-12. ACCEPT AND FILE QUARTERLY RIDERSHIP REPORT, THIRD QUARTER 99/00
- 7-13. ACCEPT AND FILE REPORT ON THE INCREASE IN COSTS FOR THE 2000 BEACH SHUTTLE
- 7-14. ACCEPT AND FILE REPORT ON REAR WINDOW VISIBILITY
- 7-15. CONSIDERATION OF ADOPTING THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT DISADVANTAGED BUSINESS ENTERPRISE PROGRAM UPDATE AND SUBMITTING THE DBE PROGRAM UPDATE TO THE FTA FOR APPROVAL
- 7-16. CONSIDERATION OF APPOINTMENT OF BARBARA SCHALLER TO THE METRO USERS GROUP
- 7-17. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE ON BEHALF OF SANTA CRUZ METROPOLITAN TRANSIT DISTRICT A LEASE AGREEMENT WITH FILIBERTO PORRAS, D.B.A. LA MISSION RESTAURANT, FOR THE RESTAURANT SPACE AT THE SANTA CRUZ METRO CENTER, EFFECTIVE JULY 21, 2000.
- 7-18. CONSIDERATION OF AUTHORIZATION FOR THE GENERAL MANAGER TO EXECUTE A LEASE AGREEMENT ON BEHALF OF SANTA CRUZ METROPOLITAN TRANSIT DISTRICT WITH COLLEEN COSBY AND BRONSON BAKER D/B/A/ BREW BAR FOR A KIOSK SPACE AT THE SANTA CRUZ METRO CENTER
- 7-19. CONSIDERATION OF ACCEPTANCE OF DONATION OF BIKE BENCHES FROM UNIVERSITY OF CALIFORNIA, SANTA CRUZ

**Discussion of Item 7-7:**

Director Keogh inquired about the \$300,000 that staff proposes to be transferred to the workers' compensation reserve for future claims and to the liability insurance reserve for future settlement costs and deductible payments. Elisabeth Ross responded that two years ago staff asked the Board to set aside money between the budget and what was saved so that these funds could be retired to the reserves. The current status of these accounts is: \$75,000 in the insurance reserve and \$250,000 in the workers' compensation reserve. Director Fitzmaurice asked if the District has a policy on minimum thresholds for reserves. Staff will develop a policy and bring back a report to the Board on this.

**ACTION: MOTION: DIRECTOR BEIERS SECOND: DIRECTOR RIOS**

**Approve the Consent Agenda Items 7-1 through 7-19.**

**The Motion passed unanimously with Directors Almquist and Beautz absent.**

**REGULAR AGENDA**

**8. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS**

**Summary:**

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

**TEN YEARS**

Marilyn Rodgers, Administrative Secretary/Supervisor

**TWENTY YEARS**

John Fuentes, Bus Operator

**9. DELETED**

**13. DELETED**

**14. CONSIDERATION OF RESOLUTION TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR DISTRIBUTION OF SURPLUS TDA RESERVE FUNDS AND COMMISSION RESERVE FUNDS**

**Summary:**

Mark Dorfman reported that this is a process the Transportation Commission goes through whereby they put out a call for projects. Staff recommends that the Commission use the traditional formula to distribute as many funds as possible to the District.

**Discussion:**

Director Rotkin stated that this issue would be on the Commission's September agenda. Linda Wilshusen added that this would be on the Commission's Budget and Administration Committee's agenda in August.

**ACTION: MOTION: DIRECTOR GABRIEL SECOND: DIRECTOR ROTKIN**

**Approve staff's recommendation to authorize the General Manager to request a distribution of any TDA or Commission Reserve funds in the maximum amount available to the District. This motion includes a unanimous vote of all those present for the passage of the Resolution.**

The Motion was unanimously approved with Directors Almquist and Beautz absent.

**15. CONSIDERATION OF A RESOLUTION AUTHORIZING A GRANT APPLIATION TO THE BAY AREA AIR QUALITY MANAGEMENT DISTRICT FOR FUNDS FOR HIGHWAY 17 CNG REPLACEMENT BUSES**

**Summary:**

Mark Dorfman stated that due to 60% of the Highway 17 Express mileage being spent in Santa Clara County, the District is eligible to apply for funds from the Bay Area Air Quality Management District for nine Highway 17 Express CNG bus replacements. The eligible amount is designated at \$90,000 per bus, which totals \$810,000 for nine replacements.

Les White commented that the District has funds for 35-40 buses, irrespective of the \$810,000 from the Bay Area Air Quality Management District. Staff will come back to the Board in August regarding the fueling capabilities of these CNG buses. The District currently has 69 buses with a 2-year life expectancy.

Director Rios asked Les White to bring back information regarding the two CNG fueling sites in the county. Director Rotkin requested that Mr. White also bring back information regarding studies conducted on CNG emissions.

**ACTION: MOTION: DIRECTOR FITZMAURICE SECOND: DIRECTOR GABRIEL**

**Approve staff's recommendation to authorize staff to submit an application for \$810,000 to the Bay Area Air Quality Management District for CNG replacement buses. This Motion includes a unanimous vote of all those present for the passage of the Resolution.**

The Motion passed unanimously with Directors Almquist and Beautz absent.

**16. CONSIDERATION OF APPROVAL OF SERVICE TO THE SANTA CRUZ COUNTY FAIR**

**Summary:**

Linda Fry reported that seven years ago the District operated a high level of service to the Santa Cruz County Fair. The District was compensated for this service. The proposed service for this year's event is at a minimal level of extra service in addition to Route 78 and Route 79 service. The eight-hour shifts on Saturday and Sunday would be to supplement the Route 78 service. The District's compensation for this extra service would be in the form of an exhibit booth.

**Discussion:**

Wally Brondstatter voiced his concern about the level of service for "seniors" day and hopes that staff can address this in the next year to ensure there is adequate service on that one particular day.

**ACTION: MOTION: DIRECTOR FITZMAURICE SECOND: DIRECTOR BEIERS**

**Authorize staff to operate additional service to the Fair in September in accordance with the staff's recommended schedule. In addition, staff was directed to refer the "seniors" day issue to the Service Review Committee for consideration for next year's fair.**

**The Motion passed unanimously with Directors Almquist and Beautz absent.**

**17. CONSIDERATION OF SHUTTLE SERVICE FOR THE CAPITOLA ART AND WINE FESTIVAL**

**Summary:**

Les White stated that there is a concern that a Capitola Art and Wine Festival shuttle service may be considered a gift of public funds. Staff's recommendation is for the Board to deny this request that we provide service at no cost to the Capitola Chamber of Commerce for this event.

**Discussion:**

There was discussion of the District working with a private concern to supply this shuttle service. Mr. White recommended that the District does not enter into co-funding partnerships with private businesses. Linda Wilshusen commented that as long as there is a public service being served, the gift of public funds should not be a consideration. Ms. Wilshusen suggested that the District staff develop a policy regarding funding of special shuttle services and stated that the Transportation Commission would be happy to work with staff on this policy.

**ACTION: MOTION: DIRECTOR GABRIEL SECOND: DIRECTOR ROTKIN**

**Accept staff's recommendation to deny the request from the Capitola Chamber of Commerce for free shuttle service for the Capitola Art and Wine Festival, and to move**



**forward with development of a policy that encourages public participation from the District in an effort to reduce heavy traffic.**

Director Arthur explained the situation to Toni Castro, Executive Director of the Capitola Chamber of Commerce, and was informed that the reason the Chamber specifically requested transit buses was due to their ADA accessibility. Les White informed the Board that staff would bring this request back before the Board for consideration in August if staff can work something out with the funding.

**The Motion passed unanimously with Directors Almquist and Beutz absent.**

**18. CONSIDERATION OF ADOPTION OF MANAGEMENT COMPENSATION ADJUSTMENT**

**Summary:**

Mike Rotkin commented that this request for increase is consistent with what is given to other District employees. The increase requested is 4.0%.

**ACTION: MOTION: DIRECTOR BEIERS SECOND: DIRECTOR ARTHUR**

**Approval of a 4.0% wage adjustment to the management salary schedule effective July 21, 2000.**

**Discussion:**

Director Fitzmaurice requested information on the revised salary schedules by position and the fiscal impact by position.

**The Motion passed unanimously with Directors Almquist and Beutz absent.**

**19. CONSIDERATION OF AMENDING CONTRACT FOR RADIO MAINTENANCE**

**Summary:**

Tom Stickel reported that in March the Board authorized staff to contract with Day Wireless for radio maintenance. In April the Board authorized an emergency purchase of fifty-six new mobile radios. The new equipment purchased has a one-year warranty on the radios. Due to this warranty, the current contract for radio maintenance is now reduced by \$12,000. The Dictaphone radio routing system also failed and is no longer repairable. From the \$12,000 savings \$8,700 would be earmarked for a replacement routing device. Staff is requesting that the Board authorize the General Manager to amend the radio maintenance contract with Day Wireless Systems.

**ACTION: MOTION: DIRECTOR BEIERS SECOND: DIRECTOR RIOS**

**Authorize the General Manager to amend the radio maintenance contract with Day Wireless Systems.**

**The Motion passed unanimously with Directors Almquist and Beautz absent.**

**20. CONSIDERATION OF EXTENSION OF J.B. ASSOCIATES AND APEX STRATEGIES CONTRACTS**

**Summary:**

Staff recommends that the Board extend the contracts with Apex Strategies and J.B. Associates for outreach consultant services for the MetroBase Project for a period of one year.

**ACTION: MOTION: DIRECTOR ARTHUR SECOND: DIRECTOR ROTKIN**

**Extend the contracts with Apex Strategies and J.B. Associates for a period of one year.**

**Discussion:**

Director Fitzmaurice inquired about the total cost of the contract extensions and was informed by Les White that the contract cost would not change. However, if the proposed preferred site is changed for the MetroBase Project, additional funds may be requested by the consultants to re-do the groundwork for a different location that was originally done for the Westside site.

**The Motion passed unanimously with Directors Almquist and Beautz absent.**

**ADJOURN**

There being no further business, Vice-Chairperson Rotkin adjourned the meeting at 10:05 a.m.

Respectfully submitted,

DALE CARR  
Administrative Services Coordinator

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes - Public Hearing of the Board of Directors July 12, 2000

Special Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Wednesday, July 12, 2000 at the Harvey West Park Clubhouse, 126 Evergreen Street, Santa Cruz, California.

Chairperson Beautz called the meeting to order at 7:12 p.m.

## I. ROLL CALL

### DIRECTORS PRESENT

Jan Beautz  
Katherine Beiers  
Tim Fitzmaurice  
Bruce Gabriel  
Michelle Hinkle  
Mike Keogh  
Mike Rotkin

### DIRECTORS ABSENT

Jeff Almquist  
  
Bruce Arthur  
Oscar Rios  
Ex Officio Ken Burch

### STAFF PRESENT

Mark Dorfman, Asst. General Manager  
Margaret Gallagher, District Counsel  
Les White, General Manager

## II. PRESENTATION OF HARVEY WEST SITES A & B

### Summary:

Les White began the meeting with a status report on where the District currently stands in the process of the MetroBase project. According to Mr. White, since 1995 the Lipton property has been the designated preferred site for this project and was re-designated as the preferred site in 1998 where it currently remains. The budget for the MetroBase Project is \$38M, which consists of State, Federal and Local funds. Anticipated fleet size by the year 2015 is 175 buses.

Mr. White provided a narration to a slide presentation of the former Watsonville facility, and current maintenance, parking and storage facilities utilized by the District for its fleet of 103 buses. Mr. White further explained the current situation with leased sites for bus parking and purchasing of fuel at retail prices from Devco Oil. According to Mr. White, the Board of Directors has committed to conducting a comprehensive and complete Environmental Impact Report whereby reasonable, viable alternatives will be considered. District Staff had been asked by the Board to once again review alternatives that had been eliminated in 1995, which led to the re-examination of the Harvey West site. A map of the two configurations of sites in the Harvey West Park area was made available to all incoming audience members. A copy of that map is attached to the Minutes.

\*A complete video of this meeting is available for viewing at the Administrative Offices of the Transit District at 370 Encinal St., Santa Cruz.

Mr. White will report back to the Board with an assessment of the Harvey West sites and a status report on the Lipton property, as well as a preliminary environmental evaluation to determine if there are any fatal flaws with any of these sites. The Board will also receive a report from Mr. White on whether Lipton should still be considered as the preferred site. If decisions are made by the Board of Directors on these issues, a Scoping Meeting on the project will then take place as part of the Notice of Preparation (NOP) for conducting an EIR under CEQA guidelines. The preferred and alternatives sites will then be reviewed and the Board may make findings of which sites are feasible in order to go forward into the EIR process. The anticipated timeframe for all of this to occur is 10 - 12 months. The EIR on the preferred site will come back to the Board in the Fall of 2001 and will be considered for Board certification.

Mr. White discussed growth in San Lorenzo Valley, Scotts Valley, and at the University in addition to an increased market on the Highway 17 Express route.

### **III. CONSIDERATION OF DISCUSSION AND PUBLIC INPUT REGARDING HARVEY WEST SITES A & B FOR METROBASE**

#### **THE FLOOR WAS OPENED UP TO PUBLIC COMMENT AT 7:40 P.M.**

Speaker: Mr. Prabhu Atre

Mr. Atre would like to decentralize the problems by having the county as a whole share the burden of this facility. He voiced concerns regarding air quality, pollution, inadvertent spills that would affect ground and surface water, impact on wild life and the quality of life.

Chairperson Beautz informed Mr. Atre that these issues would be part of the EIR process and Scoping Meeting. Mr. White pointed out that Jeffrey Foster of Denise Duffy & Associates, Inc. was present and making notes of the public's concerns. Denise Duffy & Associates is being considered by the Board to conduct the preliminary environmental assessment of the proposed site.

Speaker: Ms. Mary Power-Hall

Ms. Hall's concerns included impact on their neighborhood and the vital neighborhood businesses located in the Harvey West area. She stated that this is an improper use of this area and it is not zoned for this kind of growth. Ms. Hall is also concerned with property values being diminished. The Lipton property, in Ms. Hall's opinion, is more feasible since it consists of one piece of land. At her request, Mr. White provided a brief summary of the Eminent Domain process.

Speaker: Ms. Tara Leonard

Ms. Leonard stated that the Westside residents are not supporting the Harvey West site for the MetroBase project and requested Board comment on information sharing. Ms. Leonard commented that in a recent newspaper article, it stated that the Westside location was "dead". She questioned why there was no retraction of this statement by the Board or District Staff. Chairperson Beautz assured Ms. Leonard that the Board never took action removing the Westside location from consideration. Mr. White informed the audience that the most accurate way to obtain information regarding this project is to consult the District website.

Speaker: Mr. Bill Malone

Mr. Malone suggested that the MetroBase project consist of three locations: repair facilities, administration nearby, parking and fueling at outlying locations. Mr. Malone was an advocate for decentralizing the transit operation.

Speaker: Barbara Scherer

Ms. Scherer, Sr. Vice President of Finance and Administration at Plantronics, spoke on behalf of the 400 employees at Plantronics. Ms. Scherer spoke of Plantronics' expansion plans, which will include the two acres currently being leased to the Transit District for bus parking, and their desire to maintain a tight campus. Ms. Scherer requested that the Board remove Harvey West Area Site B from the list of alternatives as soon as possible as Plantronics needs to make plans and move forward.

Speaker: Ms. Shaku Atre

Ms. Atre commented that centralization is not the answer and thinks that this alternative is politically jaded. She further commented that the Board would meet with resistance on almost every area being considered for the project.

Speaker: Mr. Rick Santee

Mr. Santee's concerns were that the Harvey West Area is already congested and that centralization is a bad idea. He asked if all the property acquisitions would go through Eminent Domain. Director Rotkin responded that if a site is chosen that meets environmental tests, the Board would make offers to landowners that are willing to sell their property. Eminent Domain would be utilized if a landowner was not willing to sell. Mr. Santee stated that the Board needs to consider decentralization.

Speaker: Ms. Nancy Anecito

Ms. Anecito is a former employee of the University of California, Santa Cruz and stated that with the growth of the University over the next ten years, the geographical center of the District's service area may shift. Ms. Anecito suggested that the District acquire the Neigh Lumber site in Live Oak for MetroBase rather than spend funds to purchase and convert existing homes and businesses in the Harvey West area. Further concerns were the safety of the children who frequent the Harvey West Park facilities, noise, and property values. Ms. Anecito is a homeowner on Fern Street.

Speaker: Mr. Cliff Bixler

Mr. Bixler expressed concern that the service center of the District may change making the user base for transit services located further south to the Eastside and Watsonville. If this occurs, the 41<sup>st</sup>/Soquel Avenue area would become the center of service. Mr. Bixler suggested utilizing the Neigh Lumber site as the logical choice with the greatest freeway access; plus, this site already has a 10" gas line. Other sites suggested by Mr. Bixler were the Skyview Drive-in and the site of the proposed Home Depot. Lastly, if the Harvey West site is chosen, in Mr. Bixler's opinion, the only place that makes sense is between Highway 9/Coral Street up to Granite Rock. This area would still offer freeway access with minimal impact to the existing area.

Speaker: Ms. Carol Manson

Ms. Manson is on the Board of the Harvey West Business Association and she stated that mailing of the meeting notices needs to be improved as she only received her's a few days ago. Her other concerns were congestion, property values, traffic, riparian corridors, and the City's tax base. If MetroBase is built in the Harvey West Area, Ms. Manson wondered where the existing businesses would go and if they would take their tax revenue to another city. Ms. Manson further commented that the Harvey West Business Association feels that they have to retain an attorney to start fighting the Eminent Domain issue.

Speaker: Mr. Maynard Manson

Mr. Manson was present to represent Santa Cruz Operations (SCO) which employs 800 - 1,000 employees. He commented that SCO will need to expand and they have the land, however, it would be destroyed if MetroBase is located in the Harvey West area. Mr. Manson encouraged the Board to look elsewhere for a MetroBase location.

Speaker: Mr. Peter Scott

Mr. Scott, a Westside resident, stated that he has no problem with a bus facility like the one in Seattle being located at either the Lipton site or the Harvey West area sites. He

commented that there are acres of land within the City and County devoted to the private auto in terms of parking. Mr. Scott asked that a dent be made in the traffic with a viable consolidated facility.

Speaker: Mr. Jeff North

District employee, Jeff North, commented that it is difficult to hear the District and buses being denigrated as monsters by those in opposition to MetroBase.

Speaker: Ms. Kristi Bittner

Ms. Bittner expressed her interest in hearing the alternatives to the Lipton site, and commented that the Board appears to be sticking with the consolidated site plan rather than giving serious consideration to the multi-site solution. Ms. Bittner questioned the \$2.1M savings the District would save annually with a consolidated facility. Director Rotkin explained that this savings is the difference between having a consolidated facility vs. a two-base operation. Ms. Bittner stated that the District should split off the administrative offices from the parking areas in order to widen their options.

Speaker: Mr. Fred Vairetta

As an owner of property in the Harvey West Industrial Park, Mr. Vairetta employs approximately eighty people in Santa Cruz. His business is located next to the Granite Company and he is concerned with the air quality and dirt which he anticipates would be affected by the MetroBase facility. Mr. Vairetta stated that if he were forced to move his business back to its original location in the park, he would move it out of Santa Cruz. He commented that he owns a multi-company operation in three states and conducts all administrative matters on the Internet and all management is conducted out of one location. Mr. Vairetta suggested that the District utilize multiple sites with a central repair area.

Speaker: Mr. Don Hubbard

Mr. Hubbard is the Chairman of the Harvey West Area Association and stated that his belief system has been violated. His concerns are displacement of jobs, property values, and Harvey West Park itself.

Speaker: Mr. Wolfgang Rosenberg

Mr. Rosenberg commented that there has been no mention of a bus alternative, such as light rail and personal rapid transit. Mr. Rosenberg accused Chairperson Beautz of first inviting comments, then stifling them; and, Vice Chairperson Rotkin of lecturing the audience. He further stated that this public meeting is a farce.

Speaker: Mr. Joe Holland

Mr. Holland is an employee of SCO and informed the Board of the environmental problems in the Harvey West area, such as flooding in the Pioneer/Post St. areas, and at the Giro building a few years ago. He is concerned that putting fuel in this area could cause numerous environmental problems, in addition to destroying lots of new technology as well.

Speaker: Ms. Tracy Freeman

Ms. Freeman stated that she supports mass transit and buses, in general. She inquired why the Watsonville facility could not be rebuilt or why MetroBase couldn't be in two or three locations utilizing the Harvey West area for a fueling site. Ms. Freeman suggested that the District raise bus fees and that a \$2.1M savings annually is not that much.

Board of Directors' Responses to Audience:

Director Rotkin informed the audience that the District does not plan to test buses on the street and discussed the dynamometer facility in which the testing will be conducted. Concerns were addressed regarding traffic and noise in the Harvey West Park area. The audience was reminded that 103 buses are currently in this area and that there is no major impact.

Director Fitzmaurice expressed how seriously he would take all neighborhood concerns and stressed that the consolidation is valuable, however, he is open to all comments and input.

Director Beiers spoke of the site tours several Board members took of various transit districts around the state and the fact that they viewed the surrounding neighborhoods as well. The issues of noise, lighting, safety and riparian setbacks are all topics she would like the EIR to address.

Les White reminded the audience that the District was burdened with two facilities in the past and that service cuts were implemented in 1998 due to the location of the Watsonville facility and the decentralization problem. Mr. White further informed the audience that the Watsonville facility, which consisted of 11 acres, is subject to liquifaction thereby making it uninhabitable for structures.

Director Ainsworth also expressed that this is a very serious issue for her and she welcomes input.

Mr. White responded to a resident's concern regarding how the District can justify moving to 170 buses. According to Mr. White, a transit property the size of our District usually averages 21 passengers per hour; however, our District currently averages 48



passengers per hour, which is more than double the national average. As a comparison, Mr. White cited the ridership of Monterey-Salinas Transit (MST) as being 3,000,000 annually, while 9,000,000 passengers ride in Santa Cruz annually.

Speaker: Mr. Jeff Smith

Mr. Smith owns the property at 308 Encinal St., which is a 2,500 sq.ft. machine shop business. His concerns are loss of income, relocating, and effect Eminent Domain would have on the City's tax base.

Director Rotkin acknowledged that the tax base issue is a valid point and needs to be considered when choosing a location for MetroBase.

Speaker: Roger Hall

Mr. Hall is a member of the Harvey West Association and pointed out that 13% of the City's budget comes from Harvey West Area businesses.

Speaker: Tracy Freeman

Ms. Freeman suggested utilizing the agricultural fields in North Watsonville for the project.

## **ADJOURNMENT**

There being no further business Chairperson Beautz adjourned the meeting at 9:33 p.m.

RESPECTFULLY SUBMITTED,

DALE CARR  
Administrative Services Coordinator

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
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 ALL CHECKS FOR COAST COMMERCIAL BANK

DATE: 07/01/00 THRU 07/31/00

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1003	07/14/00	1,985.51	001063	NEW FLYER INDUSTRIES LIMITED	69881	REV VEH PARTS 1361	1,380.55	
					69882	DAMPER ASSY 472	471.64	
					70052	REV VEH PARTS 133	133.32	
1004	07/14/00	587.43	001230	CAPITOL CLUTCH AND BRAKE, INC	69883	REV VEH PARTS	587.43	
1005	07/14/00	864.00	001263	ABBOTT STREET RADIATOR	69884	REPAIR RADIATOR	432.00	
					69885	RADIATOR PARTS	432.00	
1006	07/14/00	123.59	001296	BENDER & CO. INC., MATTHEW	70053	CA PUBLIC LABOR REL	123.59	
1007	07/14/00	108.69	001315	WASTE MANAGEMENT OF S C	69886	KINGS VLG - JUNE	108.69	
1008	07/14/00	77,089.62	001316	DEVCO OIL	69887	JUNE FUEL	77,089.62	
1009	07/14/00	24,320.23	001346	CITY OF SANTA CRUZ	69888	1ST INST 00-01 CDDP	1,273.88	
					69889	BUISNESS IMPR ASSESS	560.42	
					69890	PARKING DEF FEE	597.96	
					70054	POLICE OFFICER METRO	21,687.97	
1010	07/14/00	137.64	001358	MARINA MOTOR COMPANY	69891	REPAIR VEH # 9601	137.64	
1011	07/14/00	720.23	001379	SAFETY-KLEEN CORP	70055	HAZ WASTE DISP FAC	720.23	
1012	07/14/00	2,057.40	001446	BAY CITIES DIESEL ENG. INC.	69892	REPAIR REV VEH	1,497.61	
					59893	REPAIR REV VEH	569.79	
1013	07/14/00	3,907.00	001492	EVERGREEN	69894	HAZ WASTE DISP	1,350.00	
					70056	HAZ WASTE DISP FAC	1,277.00	
					70057	HAZ WASTE DISP FAC	1,280.00	
1014	07/14/00	570.79	001526	ADCOM/BHS	69895	HEADPHONES-PLANNING	570.79	
1015	07/14/00	236.52	001548	QUILL CORPORATION	70058	COPY PAPER PLANNING	236.52	
1016	07/14/00	2,020.00	001573	SCOTT P.E., ROBERT W.	69896	JUNE PROF SERVICES	2,020.00	
1017	07/14/00	22.60	001648	STEVE'S UNION	69897	FUELS - FLEET	22.60	
1018	07/14/00	604.20	001711	MOHAWK MFG. & SUPPLY CO.	69898	REV VEH PARTS 604	604.20	
1019	07/14/00	15.43	001722	HARRISON & BONINI, INC.	70059	MECHANICAL SUPPLY	15.43	
1020	07/14/00	6,773.51	001800	THERMO KING OF SALINAS, INC	69899	OUT REPAIR REV VEH	5,483.00	
					69900	OUT REPAIR REV VEH	1,290.51	
1021	07/14/00	107.46	001837	VIKING OFFICE PRODUCTS	70060	COPY PAPER - ADMIN	107.46	
1022	07/14/00	214.40	001900	AM-SAFE COMM. PRODUCTS INC.	69901	REV VEH PARTS 214	214.40	
1023	07/14/00	1,073.93	001936	WORLDCOM TECHNOLOGIES, INC.	69902	JUNE LONG DISTANCE	1,073.93	
1024	07/14/00	513.00	001960	IBM CORPORATION	70061	JUL-SEPT MAINTENANCE	513.00	
1025	07/14/00	123.93	001969	RUTTER GROUP, THE	70062	CA CIVIL PROCEDURES	123.93	
1026	07/14/00	2,173.98	001976	SPORTWORKS NORTHWEST, INC.	69903	REV VEH PARTS 2174	2,173.98	
1027	07/14/00	3,549.91	001991	BAY STAFFING	69904	TEMPS W/E 6/18 FLEET	846.72	
					70063	TEMPS W/E 6/26 LEGAL	1,950.55	
					70068	TEMPS W/E 6/26 FLEET	752.64	
1028	07/14/00	230.50	001992	LRP PUBLICATIONS	69905	LEGAL - BOOKS	230.50	
1029	07/14/00	74.93	001996	JAMES PUBLISHING, INC	69906	LEGAL UPDATES & CD	74.93	
1030	07/14/00	372.20	002005	TRANSIT RESOURCES, INC.	70064	REV VEH PARTS	372.20	
1031	07/14/00	1,553.76	002021	HALL KINION	69907	TEMPS W/E 6/25 HRD	863.20	
					70065	TEMPS W/E 6/30 HRD	690.56	
1032	07/14/00	807.50	002040	SLATS BLIND CLEANING	69908	CLEAN BLINDS- OPS/MC	807.50	
1033	07/14/00	22.58	002063	COSTCO	69909	PHOTO PROCESS - OPS	22.58	
1034	07/14/00	211.20	002069	A TOOL SHED, INC.	69910	EQUIPT RENTAL- FAC	211.20	
1035	07/14/00	68.00	002077	TERMINIX INTERNATIONAL	69911	JUNE PEST CONTRL-SMC	68.00	
1036	07/14/00	215.50	002084	BIG SUR BOTTLED WATER, INC	70066	WATER - ENCINAL	142.50	
					70123	WATER - PLANNING	73.00	
1037	07/14/00	5,840.70	002106	AMERICAN SUPPLY COMPANY	69912	CUST CLEANING SUPPLY	5,741.38	

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
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DATE: 07/01/00 THRU 07/31/00

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1038	07/01/00	-9,063.15	002116 HINSHAW, EDWARD & BARBARA		70265	VOID CHECK # 1038	-9,063.15	PRE-PAID
						VOID CHECK # 1038		
1039	07/14/00	505.00	002149 TYCHO NETWORKS, INC.		70070	JULY CENTREX	505.00	
1040	07/14/00	6,000.00	002210 GRANT THORNTON, LLP		69914	AUDIT SVC FY 6-30-00	6,000.00	
1041	07/14/00	1,250.00	002267 GERBER, SHAW & YODER		69915	MAY/JUNE PROF SVCS	1,250.00	
1042	07/14/00	2.25	002284 SCARBOROUGH LUMBER		70071	FLAT WASHER - FAC	2.25	
1043	07/14/00	22,677.83	002295 FIRST ALARM		70072	MAY SECURITY	22,677.83	
1044	07/14/00	1,541.60	002302 SCOTT, CELIA		70073	APR-JUN PROF SVCS	1,541.60	
1045	07/14/00	2,000.00	002352 UNITED STATES POSTAL SERVICE		70124	POSTAGE METER-ADMIN	2,000.00	
1046	07/14/00	110.00	002388 DSGHERRA'S		69917	OUT REPAIR OTHER VEH	110.00	
1047	07/14/00	229,068.57	002420 MIDWEST BUS CORPORATION		69918	BUS REHAB PROJECT	114,551.04	
					69919	BUS REHAB PROJECT	114,517.53	
1048	07/14/00	623.68	002447 SETON IDENTIFICATION PRODUCTS		69920	SIGNS, IT DEPARTMENT	53.85	
					69921	NAMEPLATES - ADMIN	12.71	
					69922	NAME PLATES - FAC	19.48	
					69923	SIGNS - FAC	537.64	
1049	07/14/00	215.00	002448 CLEARVIEW WINDOWS		69924	OUT REPAIR BLDGS/IMP	215.00	
1050	07/14/00	351.89	002458 EASTERDAY JANITORIAL SUPPLY CO		69925	CUST CLEANING SUPPLY	351.89	
1051	07/14/00	347.02	002459 SCOTTS VALLEY WATER DISTRICT		69926	4/10-6/12 KINGS VLG	318.52	
					69927	4/10-6/12 KINGS VLG	28.50	
1052	07/14/00	34.48	002514 APEX WELDING SUPPLIES, INC.		69928	REPAIRS/MAINT FAC	34.48	
1053	07/14/00	1,220.00	002527 SOLAR DESIGN		69929	MAY/JUN LANDSCAPING	920.00	
					70074	JUNE WTC LANDSCAPE	300.00	
1054	07/14/00	288.00	002567 DEPARTMENT OF JUSTICE		70075	JUNE FINGERPRINTING	288.00	
1055	07/14/00	305.00	002570 LEADERSHIP DIRECTORIES, INC.		70076	CONGRESS. YELLOWBOOK	305.00	
1056	07/14/00	1,520.00	002610 FREDERICK ELECTRONICS CORP.		69930	JUL RENT-375 ENCINAL	1,520.00	
1057	07/14/00	561.50	002611 INNOCOM CORPORATION		70125	PROMO ITEMS- PLNG	561.50	
1058	07/14/00	220.51	002634 PITNEY WORKS		70077	POSTAGE PLANNING	220.51	
1059	07/14/00	253.80	002643 IDS CAPITAL		70078	7/22-8/21 COPIER LS	253.80	
1060	07/14/00	68.95	002674 WESTERN HIGHWAY PRODUCTS, INC.		69931	TRAFFIC SIGNS- FAC	68.95	
1061	07/14/00	449.53	002689 B & B SMALL ENGINE REPAIR		70079	VACUUM BLOWER	423.84	
					70080	MECHANICAL SUPPLY	25.69	
1062	07/14/00	16.50	002696 UNITED BUS CORPORATION		69932	REV VEH PARTS	16.50	
1063	07/14/00	325.75	002707 PITNEY BOWES CREDIT CORP		70081	EQUIPT RENTAL PLANN	325.75	
1064	07/14/00	155.19	007 UNITED PARCEL SERVICE		69933	FREIGHT OUT - FLEET	155.19	
1065	07/14/00	7,211.31	009 PACIFIC GAS & ELECTRIC		69934	6/2-6/30 RIVER ST	1,098.91	
					69935	6/2-6/30 RIVER ST	36.27	
					69936	6/2-6/30 GOLF CLUB	1,202.56	
					69937	5/30-6/28 SAKATA LN	10.50	
					69938	5/30-6/28 SAKATA	96.58	
					69939	6/2-7/3 111 DUBOIS	458.31	
					69940	6/2-7/1 111 DUBOIS	232.12	
					69941	6/2-7/1 370 ENCINAL	2,192.52	
					69942	6/2-7/1 370 ENCINAL	54.60	
					69943	6/1-6/30 BEACH ST	89.58	
					69944	6/1-6/30 RODRIGUEZ	915.05	
					69945	6/7 PACIFIC AVE	133.49	
					69946	6/7 PACIFIC AVE	690.62	

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
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DATE: 07/01/00 THRU 07/31/00

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					69948	REV VEH PARTS	399.66	
					70062	REV VEH PARTS	429.07	
1067	07/14/00	900.00	017	SUN MICROSYSTEMS, INC.	70126	JUL-SEPT EQUIP SUPP	900.00	
1068	07/14/00	10,325.41	018	SALINAS VALLEY FORD SALES	69949	REV VEH PARTS	5,574.14	
					69950	REV VEH PARTS/SUPPLY	4,761.27	
1069	07/14/00	297.64	020	ADT SECURITY SYSTEMS,	69951	JULY ALARMS-PACIFIC	42.00	
					69952	JULY ALARMS- DUBOIS	30.41	
					69953	JULY ALARMS- MOF	82.98	
					69954	JULY ALARMS- WTC	30.41	
					69955	JULY ALARMS - SVT	27.83	
					69956	JULY ALARMS - MMF	45.78	
					69957	JULY ALARMS - OPS	38.23	
1070	07/14/00	147.42	034	BLUEPRINT EXPRESS	69958	BLUEPRINTS - FRINT	147.42	
1071	07/14/00	695.90	036	KELLY-MOORE PAINT CO INC.	70083	REPAIRS & MAINT FAC	695.90	
1072	07/14/00	69.53	037	USOP NORTHERN CALIFORNIA	69959	OFFICE SUPPLY- HRD	69.53	
1073	07/14/00	1,369.47	039	KINKO'S INC.	69960	PRINTING - FLEET	107.61	
					69961	PRINTING - ADMIN	803.09	
					69962	PRINTING - OPS	146.12	
					69963	PRINTING - FLEET	6.42	
					69964	PRINTING - PLANNING	150.12	
					69965	PRINTING - HRD	1.73	
					70084	PRINTING - PLANNING	154.38	
1074	07/14/00	2,186.02	041	MISSION UNIFORM	70085	UNIFORMS/LAUNDRY FAC	313.10	
					70086	UNIFORMS/LAUNDRY FLT	1,872.92	
1075	07/14/00	1,473.85	043	PALACE ART & OFFICE SUPPLY	69966	OFFICE SUPPLY- FAC	68.09	
					69967	OFFICE SUPPLY- FAC	79.39	
					69968	CALCULATOR- FAC	96.12	
					69969	OFFICE SUPPLY HRD	263.82	
					69970	OFFICE SUPPLY- OPS	103.25	
					69971	OFFICE SUPPLY- FIN	417.47	
					69972	OFFICE SUPPLY LEGAL	159.35	
					69973	OFFICE SUPPLY- OPS	217.89	
					69974	OFFICE SUPPLY -FLEET	53.57	
					70087	OFFICE SUPPLY-ADMIN	14.90	
1076	07/14/00	117.56	045	ROYAL WHOLESALE ELECTRIC	70088	ELECT SUPPLY - FAC	117.56	
1077	07/14/00	1,145.67	050	PITNEY BOWES INC.	69975	POSTAGE METER 00-01	1,145.67	
1078	07/14/00	1,180.44	059	BATTERIES U.S.A INC.	70089	REV VEH PARTS	1,180.44	
1079	07/14/00	75.00	065	ATLANTIC COMPUTER GROUP	70067	REPAIR IBM PRINTER	75.00	
1080	07/14/00	86.00	067	ROTO-ROOTER SEWER/PLUMBING	69976	OUT REPAIR BLDG/IMP	86.00	
1081	07/14/00	619.07	075	COAST PAPER & SUPPLY INC.	70090	CUST CLEAN ING SUPPLY	24.85	
					70091	CUST CLEANING SUPPLY	594.22	
1082	07/14/00	10,178.43	079	SANTA CRUZ MUNICIPAL UTILITY	69977	5/2-6/28 PACIFIC	3,808.50	
					69978	5/2-6/28 PACIFIC	137.80	
					69979	5/2-6/28 PACIFIC	99.40	
					69980	4/28-6/27 11J DUBOIS	1,033.80	
					69981	4/28-6/27 GOLF CLUB	1,268.78	
					69982	4/28-6/27 ENCINAL	239.20	
					69983	4/28-6/27 ENCINAL	582.40	
					69984	4/28-6/27 RIVER ST	2,939.03	

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					69985	5/1-5/31 LANDFILL	69.52	
1083	07/14/00	117.13	083	THYSSEN DOVER ELEVATOR	70092	JULY ELEV MAINTNCE	117.13	
1084	07/14/00	12,272.60	085	DIXON & SON, INCORPORATED	69986	JUNE TIRES/TUBES	12,272.60	
1085	07/14/00	238.25	090	CRYSTAL SPRINGS WATER CO.	69987	WATER - DUBDIS	238.25	
1086	07/14/00	346.31	096	COASTAL TRAINING TECHNOLOGIES	69988	SAFETY TRAINING VIDEO	346.31	
1087	07/14/00	79,937.52	101	FIRM SOLUTIONS	69989	JUNE TRUST ACCT	79,937.52	
1088	07/14/00	12.42	104	STATE STEEL COMPANY	69990	PARTS & SUPPLIES	12.42	
1089	07/14/00	1,430.25	107	SAN LORENZO LUMBER CO., INC.	69991	PARTS & SUPPLIES	40.93	
					70093	PARTS & SUPPLIES FAC	1,389.32	
1090	07/14/00	27.37	113	SCMTD PETTY CASH - FLEET	70094	PETTY CASH JUNE	27.37	
1091	07/14/00	2,436.00	116	SANTA CRUZ COMMUNITY	69992	MAR-MAY PROF SVCS	2,436.00	
1092	07/14/00	1,810.66	117	GILLIG CORPORATION	69993	REV VEH PARTS	449.01	
					69994	REV VEH PARTS	552.11	
					69995	REV VEH PARTS	78.25	
					69996	REV VEH PARTS	695.95	
					69997	REV VEH PARTS	35.34	
1093	07/14/00	66.48	122	SCMTD PETTY CASH - OPS	70095	PETTY CASH - JUNE	66.48	
1094	07/14/00	198.00	126	EUCALYPTUS COMMERCIAL SERVICES	69998	JUNE SWEEPING- SVTC	198.00	
1095	07/14/00	36.94	131	CUMMINS-ALLISON CORPORATION	69999	INK CASSETTE REV COL	36.94	
1096	07/14/00	4,102.00	134	MOBILE RADIO ENGINEERS	70001	OUT REPAIR EQUIPT	4,102.00	
1097	07/14/00	811.53	135	SANTA CRUZ AUTO PARTS, INC.	70002	PARTS & SUPPLIES	811.53	
1098	07/14/00	417.53	148	ZEP MANUFACTURING COMPANY	70096	SAFETY SUPPLIES	417.53	
1099	07/14/00	331.78	156	PRINT GALLERY, THE	70097	PRINTING- PLANNING	331.78	
1100	07/14/00	81.73	161	OCEAN CHEVROLET INC	70003	REV VEH PARTS	81.73	
1101	07/14/00	11,889.72	163	COMMUNITY PRINTER, INC.	70127	PRINTING- BUS PASSES	11,889.72	
1102	07/14/00	3,903.15	166	HOSE SHOP, INC.,THE	70004	PARTS & SUPPLIES	3,903.15	
1103	07/14/00	2,774.89	167	KEYSTON BROTHERS	70005	UPHOLSTERY SUPPLIES	2,774.89	
1104	07/14/00	83.10	172	CENTRAL WELDERS SUPPLY, INC.	70006	PARTS & SUPPLIES	83.10	
1105	07/14/00	103.42	175	CROWN TOOL AND SUPPLY INC.	70098	FLASHLIGHTS- FAC	103.42	
1106	07/14/00	2,153.66	183	BAYSHORE TRUCK EQUIPMENT CO.	70007	OUT REPAIR REV VEH	2,153.66	
1107	07/14/00	1,821.42	191	GOLDEN GATE PETROLEUM	70008	JUNE FUELS- FLEET	1,821.42	
1108	07/14/00	60.00	210	HOLIDAY MUFFLER SERVICE	70009	REPAIR EXHAUST SYST	60.00	
1109	07/14/00	2,428.14	216	LABOR READY, INC.	70100	TEMPS W/E 6/30 FAC	226.63	
					70101	TEMPS W/E 6/19 FAC	1,832.43	
					70102	TEMPS W/E 7/7 FAC	369.08	
1110	07/14/00	2,745.36	221	VEHICLE MAINTENANCE PROGRAM	70010	REV VEH PARTS 2745	2,745.36	
1111	07/14/00	602.00	271	CARLSON, BRENT D., M.D., INC.	70011	MAY/JUNE PROF SVCS	602.00	
1112	07/14/00	11,520.51	272	OBIE MEDIA, INC.	70128	ART PRODUCTION-BUS	11,520.51	
1113	07/14/00	7.25	276	SCOTTS VALLEY SPRINKLER	70012	PARKING SIGNS- FAC	7.25	
1114	07/14/00	100.94	282	GRAINGER INC, W. W.	70013	THERMOSTAT- M/C	100.94	
1115	07/14/00	2,000.00	292	NORTH COUNTY RECOVERY & TOWING	70014	OUT REPAIR REV VEH	375.00	
					70015	OUT REPAIR REV VEH	1,250.00	
					70016	OUT REPAIR REV VEH	375.00	
1116	07/14/00	2,471.65	294	ANDY'S AUTO SUPPLY	70017	PARTS & SUPPLIES	2,471.65	
1117	07/14/00	79.88	299	STANEK, RICHARD	70018	REPAIR TYPEWRITER	79.88	
1118	07/14/00	2,401.42	315	JB ASSOCIATES	70019	MAY/JUN PROF SVCS	2,401.42	
1119	07/14/00	590.33	316	WATSONVILLE AUTO SUPPLY	70020	REV VEH PARTS	590.33	
1120	07/14/00	41.50	318	WALLACE ENTERPRISES	70103	JUNE PROF SVCS	41.50	
1121	07/14/00	454.54	319	SIX COUNTIES FIRE AND SAFETY	70104	RECHARGE FIRE EXT.	454.54	
1122	07/14/00	6,645.00	356	AC TRANSIT	70021	COMPUTER EQUIPT-MIS	6,645.00	

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1122P	07/01/00	-6,645.00	356 AC TRANSIT	70263	VOID CHECK 1122	-6,645.00	PRE-PAID
					VOID CHECK 1122		
1123	07/14/00	1,965.60	362 MCBRIDE & ASSOCIATES	70022	COMPUTER EQUIPT- MIS	1,965.60	
1124	07/14/00	29.14	372 FEDERAL EXPRESS	70023	POSTAGE & MAILING	29.14	
1125	07/14/00	26,999.99	378 STEWART & STEVENSON	70024	REV VEH PARTS	64.03	
				70025	REV VEH PARTS	24,969.60	
				70026	REV VEH PARTS	1,960.36	
1126	07/14/00	238.00	382 AIRTEC SERVICE	70105	INSPECT AC UNITS	238.00	
1127	07/14/00	174.90	386 CASA MUNRAS GARDEN HOTEL	70027	A/P TRAINING 8-1-00	174.90	
1128	07/14/00	300.00	387 DEDIESO'S CARPET CLEANING	70106	CARPET CLEANING	300.00	
1129	07/14/00	313.90	389 KENS AUTO PARTS, INC.	70028	PARTS & SUPPLIES	313.90	
1130	07/14/00	86.40	429 PRINT SMITH	70029	TRANSLATION SERVICES	43.20	
				70107	TRANSLATION SVCS	43.20	
1131	07/14/00	768.00	432 EXPRESS PERSONNEL SERVICES	70030	TEMPS W/E 6/25 HRD	768.00	
1132	07/14/00	2,000.00	433 AMPAC BUILDING MAINTENANCE	70108	JUNE MAINT. SVTC	2,000.00	
1133	07/14/00	131.77	436 WEST GROUP PAYMENT CTR	70031	MAY ACCESS CHARGS	123.67	
				70109	CA CD 1-38 PP00 SB	8.10	
1134	07/14/00	52.00	438 COUNTY OF SANTA CRUZ PLANNING	70032	MAPS- GRANT APPS	52.00	
1135	07/14/00	798.00	439 SKILLPATH SEMINARS	70033	REG RICHARDS/MANGINI	798.00	
1136	07/14/00	2,048.65	480 DIESEL MARINE ELECTRIC	70034	REV VEH PARTS	2,048.65	
1137	07/14/00	15,207.00	497 AMERICAN PUBLIC TRANSIT ASSOC.	70035	00-01 MEMBERSHIP DUE	15,207.00	
1138	07/14/00	471.35	546 GRANITE ROCK COMPANY	70110	REPAIRS & MAINT	73.44	
				70111	REPAIRS & MAINT.	397.91	
1139	07/14/00	295.05	570 SCHTD PETTY CASH -CUST SVC	70129	PETTY CASH - JUNE	295.05	
1140	07/14/00	2,882.00	694 CALIFORNIA TRANSIT ASSOCIATION	70112	MEMBERSHIP DUE 00-01	2,882.00	
1141	07/14/00	6.00	708 CALIFORNIA HIGHWAY PATROL	70113	SC 06-00-22 DOI 6/21	6.00	
1142	07/14/00	114.00	717 HISPANIC HOTLINE	70036	CLASSIFIED ADS	114.00	
1143	07/14/00	9.00	788 SCHTD PETTY CASH - FINANCE	70114	PETTY CASH - JUNE	9.00	
1144	07/14/00	70.59	854 AMERICAN SEATING COMPANY	70037	REV VEH PARTS	70.59	
1145	07/14/00	235.12	932 LEASE CO., A.L. INC.	70038	PLUMBING SUPPLIES	235.12	
1146	07/14/00	158.58	980 MCMASTER-CARR SUPPLY CO	70115	PARTS/REPAIRS FAC	158.58	
1147	07/14/00	33.00	E 367 FLAGG, PAULA R.	70120	REIMB MTG ROOM FEE	33.00	
1148	07/14/00	44.00	E009 ROSSI, DENISE	70116	DMV/VTT FEES- OPS	44.00	
1149	07/14/00	80.00	E016 MANGINI, LAURA	70039	A/P TRAINING 8/1-2	80.00	
1150	07/14/00	60.01	E030 FENN, MARILYN	70040	FTA SEMINAR 6/26-27	60.01	
1151	07/14/00	64.00	E097 TRIPP, RAYMOND	70041	DMV FEES - FLEET	64.00	
1152	07/14/00	64.00	E111 LO, VIRSILIO	70117	DMV/VTT FEES- OPS	64.00	
1153	07/14/00	64.00	E112 ESTRADA, FRANCISCO	70118	DMV/VTT FEES OPS	64.00	
1154	07/14/00	44.00	E170 TAYLOR, THOMAS	70042	DMV/VTT FEES- OPS	34.00	
				70043	DMV/VTT FEES- OPS	10.00	
1155	07/14/00	34.00	E206 NABOR, GLENN	70044	DMV/VTT FEES- OPS	34.00	
1156	07/14/00	44.00	E215 URIZARRI, MIGUEL	70119	DMV/VTT FEES - OPS	44.00	
1157	07/14/00	44.00	E223 SANCHEZ, ASCENCION	70045	DMV/VTT FEES- OPS	44.00	
1158	07/14/00	66.00	E300 RILLING, KENNETH	70046	DMV MEDICAL EXAM	66.00	
1159	07/14/00	300.00	E390 CANALES, DONNA	70047	APR-JUN MEDICAL INS	300.00	
1160	07/14/00	300.00	E394 MILBURN, PETER	70048	APR-JUN MEDICAL INS	300.00	
1161	07/14/00	300.00	E409 TRAYLOR, SOZIE	70049	APR-JUN MEDICAL INS	300.00	
1162	07/14/00	44.00	E414 DAVIDSON, STEVEN	70121	DMV/VTT FEES- OPS	44.00	
1163	07/14/00	300.00	E430 FALLON, SHARON	70050	APR-JUN MEDICAL INS	300.00	
1164	07/14/00	80.00	E492 RICHARDS, MELANIE	70051	A/P TRAINING 8/1-2	80.00	

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1165	07/14/00	192.58 E301	ROEHR, BRYANT	70122	TRAVEL EXPENSE	192.58	
1166	07/21/00	214.92 261	OFFICE MAX TRANSCRIBER #RR230	70267	TRANSCRIBER # RR230	214.92	MANUAL
1167	07/23/00	250.00 R327	LATHROP, DONALD DOUGLAS SETTLEMENT	70268	SETTLEMENT	250.00	MANUAL
1168	07/28/00	3,088.18 001	PACIFIC BELL/SAC	70191 70192 70193	JULY PHONE CHARGES JULY PHONE - MIS JULY PHONE- MIS	815.69 335.46 1,937.03	
1169	07/28/00	300.00 001025	COUNTY OF SANTA CRUZ	70194	ENCROACHMNT PERMIT	300.00	
1170	07/28/00	1,896.20 001052	MID VALLEY SUPPLY	70130	CUSTODIAL SUPPLY	1,896.20	
1171	07/28/00	1,272.82 001119	MACERICH PARTNERSHIP, LP. THE	70195	AUGUST-CAPITOLA MALL	1,272.82	
1172	07/28/00	7,165.68 001203	GREYHOUND LINES, INC	70196	JULY 00-JUNE 01 RENT	7,165.68	
1173	07/28/00	1,800.00 001257	DOMINICAN HOSPITAL OF S C	70131	JUNE EMPLOYMNT EXAMS	1,800.00	
1174	07/28/00	50.00 001331	RIOS, OSCAR	70261	JULY MEETINGS	50.00	
1175	07/28/00	1,167.60 001365	BORTNICK, ROBERT S. & ASSOC.	70271	JULY PROF SERVICES	1,167.60	
1176	07/28/00	672.23 001407	RED WING SHOE STORE	70132	JUNE BOOTS FAC & FLT	672.23	
1177	07/28/00	735.03 001503	SAFELITE GLASS CORP.	70197	OUT REPAIR OTHER VEH	735.03	
1178	07/28/00	31,460.66 001616	UNUM	70198	AUGUST LTD INSURANCE	31,460.66	
1179	07/28/00	100.00 001675	BEIERS, KATHERINE	70257	JULY MEETINGS	100.00	
1180	07/28/00	4,174.75 001745	ITT HARTFORD	70199	AUGUST LIFE INS	4,174.75	
1181	07/28/00	191,270.06 001762	FOOD & NUTRITION SERVICES, INC	70133 70200	MAY ADA PARATRANSIT JULY DISPATCH FEE	152,120.06 39,150.00	
1182	07/28/00	5,721.00 001774	FIRM SOLUTIONS, INC.	70201	AUG/SEPT W/C SVC FEE	5,721.00	
1183	07/28/00	100.00 001824	GABRIEL, BRUCE	70258	JULY MEETINGS	100.00	
1184	07/28/00	100.00 001829	ROTKIN, MICHAEL	70262	JULY MEETINGS	100.00	
1185	07/28/00	424.00 001844	BRINKS INCORPORATED	70202	JULY SECURITY SVCS	424.00	
1186	07/28/00	900.00 001887	HUMPHREY, YVONNE A.	70203	AUGUST VERNON ST LOT	900.00	
1187	07/28/00	23.00 001911	SANTA CRUZ POLICE DEPARTMENT	70204	REPORT# 00SC-06965	23.00	
1188	07/28/00	23.50 001944	SANTA CRUZ COUNTY LAW LIBRARY	70205	COPY FEES	23.50	
1189	07/28/00	100.00 001956	HINKLE, MICHELLE	70259	JULY MEETINGS	100.00	
1190	07/28/00	1,657.04 001991	BAY STAFFING	70134 70135	TEMPS W/E 6/30 LEGAL TEMPS W/E 6/30 FLEET	728.00 929.04	
1191	07/28/00	1,561.85 002021	HALL KINION	70206 70207	TEMPS W/E 7/9 HRD TEMPS W/E 7/16 HRD	698.65 863.20	
1192	07/28/00	1,674.00 002029	SANTA CRUZ CITY SCHOOLS	70136	RETURN UNUSED PASSES	1,674.00	
1193	07/28/00	142.50 002035	BOWMAN & WILLIAMS	70137	PROF/TECH - BUS STOP	142.50	
1194	07/28/00	33.00 002069	A TOOL SHED INC.	70208	CARPET CLEANER-SMC	33.00	
1195	07/28/00	925.34 002106	AMERICAN SUPPLY COMPANY	70138	CUSTODIAL SUPPLY	925.34	
1196	07/28/00	33,255.04 002116	HINSHAW, EDWARD & BARBARA	70209 70210 70266	AUGUST 370 ENCINAL AUGUST 120 DUBDIS JAN-APR UTILITIES	21,706.43 5,555.63 5,992.98	
1197	07/28/00	9,886.58 002117	IULIANO, NICK	70211	AUGUST 111 DUBDIS	9,886.58	
1198	07/28/00	50.00 002167	BEAUTZ, JAN	70256	JULY MEETINGS	50.00	
1199	07/28/00	12,666.27 002192	BAY EQUIPMENT & REPAIR	70139 70140 70212	OUT REPAIR REV VEH OUT REPAIR REV VEH OUT REPAIR REV VEH	4,057.96 2,602.40 6,025.91	
1200	07/28/00	86.01 002245	STAPLES CREDIT PLAN	70141	OFFICE SUPPLY PLANNG	86.01	
1201	07/28/00	22,378.62 002295	FIRST ALARM	70142	JUNE SECURITY	22,378.62	
1202	07/28/00	1,250.00 002346	CHANEY, CAROLYN & ASSOC., INC.	70213	JULY LEGISLATIVE SVC	1,250.00	
1203	07/28/00	135.00 002380	MOBILE STORAGE GROUP, INC.	70214	STORAGE CONTAINER	135.00	

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1204	07/28/00	69.55	002459 SCOTTS VALLEY WATER DISTRICT	70143	5/15-7/14 KINGS VLG	69.55	
1205	07/28/00	1,520.00	002610 FREDERICK ELECTRONICS CORP.	70215	AUGUST 375 ENCINAL	1,520.00	
1206	07/28/00	348.75	002611 INNOCOM CORPORATION	70144	REV VEH PARTS 300	348.75	
1207	07/28/00	535.74	002639 NEXTEL COMMUNICATIONS	70216	JULY PHONES	535.74	
1208	07/28/00	3 850.50	007 PACIFIC GAS & ELECTRIC	70145	JULY NATURAL GAS	56.29	
				70146	JULY GOLF CLUB	209.66	
				70217	JULY PAUL SWEET RD	63.70	
				70218	JULY 920 PACIFIC	251.14	
				70219	JULY 920 PACIFIC	1,581.08	
				70220	JULY 920 PACIFIC	10.80	
				70221	JULY 920 PACIFIC	12.49	
				70222	JULY 920 PACIFIC	1,093.64	
				70223	JULY KINGS VLG	532.91	
				70224	JULY KINGS VLG	11.23	
				70225	JULY KINGS BLG	27.56	
1209	07/28/00	2,651.56	013 UNIVERSAL COACH PARTS INC	70147	REV VEH PARTS	55.08	
				70148	REV VEH PARTS	48.19	
				70149	REV VEH PARTS	652.32	
				70150	REV VEH PARTS	17.58	
				70226	REV VEH PARTS	123.79	
				70227	REV VEH PARTS	110.62	
				70228	REV VEH PARTS	1,643.98	
1210	07/28/00	5,597.96	020 ADT SECURITY SYSTEMS,	70151	M/C REPAIR BLDG/IMPR	5,597.96	
1211	07/28/00	380.80	042 ORCHARD SUPPLY HARDWARE	70152	JUNE REPAIRS/MAINT	334.40	
				70153	FLASHLIGHTS - OPS	46.40	
1212	07/28/00	64.12	043 PALACE ART & OFFICE SUPPLY	70154	DRY ERASE BD-PLANNG	87.48	
				70155	LABELMAKER-PLANNG	136.54	
				70156	OFFICE SUPPLY-PLANG	428.37	
				70157	PAID INVOICE TWICE	-3.27	
1213	07/28/00	81.61	050 PITNEY BOWES INC.	70229	TAPE STRIPS-POSTAGE	81.61	
1214	07/28/00	2 788.09	057 U.S. BANK	70158	4251-2400-0554-7229	241.51	
				70159	4251-2400-0554-7229	1,899.00	
				70160	4251-2400-0574-2697	43.68	
				70161	4251-2400-0574-2697	603.90	
1215	07/28/00	29.40	011 REGISTER PAJARONIAN	70162	LEGAL ADS	29.40	
1216	07/28/00	100.00	064 KEDGH, MICHAEL	70260	JULY MEETINGS	100.00	
1217	07/28/00	41.87	078 KENVILLE & SONS LOCKSMITH	70163	MECHANICAL SUPPLY	32.15	
				70164	MECHANICAL SUPPLY	9.72	
1218	07/28/00	242.33	079 SANTA CRUZ MUNICIPAL UTILITY	70165	LANDFILL - FAC	242.33	
1219	07/28/00	14,743.00	080 STATE BOARD OF EQUALIZATION	70166	APR-JUN USE TAX	14,743.00	
1220	07/28/00	2,194.79	080A STATE BOARD OF EQUALIZATION	70167	APR-JUN FUEL TAX	2,194.79	
1221	0/2 8/00	1,400.00	110 TRANSMART	70230	AUGUST CUSTODIAN SVC	1,400.00	
1222	07/28/00	1,345.80	117 GILLIG CORPORATION	70168	REV VEH PARTS	1,345.80	
1223	07/28/00	123.75	133 JOBS AVAILABLE	70000	CLASSIFIED ADS-HRD	123.75	
1224	07/28/00	75.00	145 SAN JOSE MERCURY NEWS	70231	CLASSIFIED ADS-HRD	75.00	
1225	07/28/00	1,239.56	149 SANTA CRUZ SENTINEL	70169	JUNE CLASSIFIED ADS	1,239.56	
1226	07/28/00	117.62	66 HOSE SHOP, INC..THE	70170	REPAIRS/MAINT FAC	104.12	
				70171	TOOK CREDIT TWICE	13.50	
1227	07/28/00	876.53	170 TOWNSEND'S AUTO PARTS	70172	REV VEH PARTS/SUPPLY	876.53	
1228	07/28 /00	1,064.50	175 CROWN TOOL AND SUPPLY INC.	70173	SMALL TOOLS- FAC	539.86	



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

DATE: 7/1/00 THRU 07/31/00

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR NUMBER	VENDOR NAME	VENDOR TRANS. TYPE NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
					70174	REPAIRS/MAINT FAC	293.20	
					70175	SMALL TOOLS - FAC	231.44	
1229	07/28/00	523.92	191	GOLDEN GATE PETROLEUM	70232	JULY FUELS-FLEET	523.92	
1230	07/28/00	151.14	204	RADIO SHACK	70176	SCANNERS - PLANNING	151.14	
1231	07/28/00	94.40	210	HOLIDAY MUFFLER SERVICE	70233	REPAIR EXHAUST #8025	94.40	
1232	07/28/00	9.60	211	BOWMAN DISTRIBUTION	70177	PARTS & SUPPLY 7	9.60	
1233	07/28/00	518.00	216	LABOR READY, INC.	70234	TEMPS W/E 7/13 FAC	518.00	
1234	07/28/00	242.90	221	VEHICLE MAINTENANCE PROGRAM	70178	REV VEH PARTS 243	242.90	
1235	07/28/00	100.00	222	ARTHUR, BRUCE	70255	JULY MEETINGS	100.00	
1236	07/28/00	2,044.71	225	MISSION PRINTERS	70270	PRINTING - PLANNING	2,044.71	
1237	07/28/00	683.91	231	HANTOVER, INC.	70179	PARTS/SUPPLIES FAC	683.91	
1238	07/28/00	1,079.96	261	OFFICE MAX	70180	PALM ORGANIZER-MIS	1,079.96	
1239	07/28/00	790.00	271	CARLSON, BRENT D., M.D., INC.	70181	JUNE DRUG TESTING	744.00	
					70182	JULY DRUG TESTING	46.00	
1240	07/28/00	15,123.24	314	GOODWIN, EILEEN	70269	JUNE PROF SERVICES	15,123.24	
1241	07/28/00	100.00	319	SIX COUNTIES FIRE AND SAFETY	70235	INSPECT HOSES/DUBOIS	100.00	
1242	07/28/00	1,350.00	332	NCD SERVICES	70183	TECH SUPPORT 1350	1,350.00	
1243	07/28/00	150.00	345	SANTA CRUZ COUNTY OFFICE OF	70184	JUNE FINGERPRINTING	150.00	
1244	07/28/00	50.00	360	BUSMART/FRIENDSHIP PUBLICATION	70236	CLASSIFIED ADS-HRD	50.00	
1245	07/28/00	100.00	363	AINSWORTH, SHERYL	70254	JULY MEETINGS	100.00	
1246	07/28/00	6,645.00	365	NORSEMAN COMPUTER SYSTEMS	70264	COMPUTER EQUIPT-MIS	6,645.00	
1247	07/28/00	143.70	372	FEDERAL EXPRESS	70185	JUNE MAILINGS	143.70	
					70186	JULY MAILINGS	28.88	
1248	07/28/00	4,000.00	376	MULTISYSTEMS, INC	70237	MAINTENANCE JUL-SEPT	4,000.00	
1249	07/28/00	1,152.00	385	WESTAFF	70187	TEMPS W/E 6/30 HRD	720.00	
					70188	TEMPS W/E 7/8 HRD	432.00	
1250	07/28/00	174.90	386	CASA MUNRAS GARDEN HOTEL	70238	A/P TRAINING 8/1-2	174.90	
1251	07/28/00	987.89	418	COUNTY OF SANTA CRUZ	70189	APR-JUN CNG FUELING	987.89	
1252	07/28/00	150.00	434	VERIZON WIRELESS MESSAGING	70239	JULY REPEATER	150.00	
1253	07/28/00	222.21	436	WEST GROUP PAYMENT CTR	70190	JUNE CHARGES	222.21	
1254	07/28/00	36,985.57	633	PRUDENTIAL HEALTHCARE	70240	JULY DENTAL INS.	36,985.57	
1255	07/28/00	6.00	708	CALIFORNIA HIGHWAY PATROL	70241	REPORT #LQ33807	6.00	
1256	07/28/00	250.00	765	STATE PERSONNEL BOARD	70242	ANALYSIS TRAINING 8/30	250.00	
1257	07/28/00	8,463.00	905	MONTEREY SALINAS TRANSIT	70243	BIKE BENCHES-FORWARD	8,463.00	
1258	07/28/00	100.00	E035	HERRERA, JOSE	70244	REPLACE ITEM-UTU MOU	100.00	
1259	07/28/00	30.55	E103	LONGNECKER, LLOYD	70245	TRAVEL- OAKLAND RTCC	30.55	
1260	07/28/00	64.00	E104	GAINES, ALEXANDER	70246	DMV/VTT FEES - OPS	64.00	
1261	07/28/00	64.00	E109	MEYER, DIANE	70247	DMV/VTT FEES - OPS	64.00	
1262	07/28/00	64.00	E113	STAKER, MATTHEW	70248	DMV/VTT FEES - OPS	64.00	
1263	07/28/00	64.00	E116	ELLIOTT, EDWARD	70249	DMV/VTT FEES- OPS	64.00	
1264	07/28/00	64.00	E118	MURPHY, JAMES	70250	DMV/VTT FEES - OPS	64.00	
1265	07/28/00	64.00	E138	THOMAS, JOHN	70251	DMV/VTT FEES- OPS	64.00	
1266	07/28/00	80.00	E341	RODGERS, MARILYN	70252	A/P TRAINING 8/1-2	80.00	
1267	07/28/00	1,277.60	R326	TOW II, GARY ALVIN	70253	SETTLEMENT CV135725	1,277.60	
12078	07/07/00	8,739.65	001043	VISION SERVICE PLAN	69873	JULY VISION INS	8,739.65	
12079	07/07/00	29,996.54	001616	UNUM	69874	JULY LTD INS	29,996.54	
12080	07/07/00	4,353.75	001745	ITT HARTFORD	69875	JULY LIFE INS	4,353.75	
12081	07/07/00	5,721.00	001774	FIRM SOLUTIONS, INC.	69876	JUL/AUG W/C SVC FEE	5,721.00	
12082	07/07/00	5,472.30	002287	CALIFORNIA SERVICE EMPLOYEE	69877	JULY MEDICAL INS	5,472.30	
12083	07/07/00	125.98	002441	A BETTER BEEP	69878	JULY PAPERS	125.98	

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

DATE: 07/01/00 THRU 07/31/00

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR NAME	VENDOR TRANS. TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
52084	07/07/00	64.00	DEPARTMENT OF JUSTICE		69871	MAY FINGERPRINTING	64.00	
52085	07/07/00	30.00	SANTA CRUZ COUNTY OFFICE OF		69872	MAY FINGERPRINTING	30.00	
52086	07/07/00	149,077.01	PUBLIC EMPLOYEES'		69879	JULY MEDICAL INS	149,077.01	
TAL		1,327,905.23	COAST COMMERCIAL BANK			TOTAL CHECKS 277	1,327,905.23	

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
 OPERATIONS DIVISION - PASSENGER LIFT USAGE REPORT  
JULY 2000

<u>ACCESSIBLE ROUTES:</u>	<u>CURRENT MO.</u>	<u>LAST MO.</u>
ROUTE #1/7 UCSC/BEACH	___ 4 -	___ 11___
ROUTE #1/3B/4/7 - UCSC/MISSION/HARVEY WEST/ BEACH - WEEKENDS	- 1 7 -	___ 10___
ROUTE #8/1 EMELINE/UCSC - WEEKDAYS	- 3 3 -	- 4 0 -
ROUTE #30/31/6/36 SCOTTS VALLEY/SEABRIGHT - WEEKDAYS	___ 65___	___ 86___
ROUTE #30/6/2/3A/4/6 WESTERN/MISSION ST/HARVEY WEST/SEABRIGHT - WEEKENDS	___ 30___	___ 13___
ROUTE #33/34 FELTON/LOMPICO/ZAYANTE - WEEKDAYS	___ 0___	___ 0___
ROUTE #35/35A/36 SANTA CRUZ/BOULDER CREEK	___ 49___	___ 67___
ROUTE #40/41 DAVENPORT/BONNY DOON - WEEKDAYS	___ 3 -	- 2 -
ROUTE #40/41/42 DAVENPORT/BONNY DOON - WEEKENDS	___ 11___	- 2 -
ROUTE #51/52/60/63/81/42 CAPITOLA/SOQUEL/ DOMINICAN - WEEKDAYS	___ 165___	___ 200___
ROUTE #54/59/60 LA SELVA/CAPITOLA/SOQUEL - WEEKENDS	___ 11___	___ 12___
ROUTE #2/3A/3B/4/7/65/66/67 MISSION/WESTERN/ HARVEY WEST/BEACH/LIVE OAK - WEEKDAYS	___ 415___	___ 482___
ROUTE #65/66/67 LIVE OAK - WEEKENDS	___ 7 8 -	___ 63___
ROUTE #1/3N/54/69/69N/69W UCSC/APTOS/CABRILLO - WEEKDAYS	- 4 3 4 -	___ 452___
ROUTE #69A/69W SANTA CRUZ/WATSONVILLE - WEEKENDS	___ 65___	___ 48___
ROUTE #70/81/36 CABRILLO/SANTA CRUZ/CAPITOLA MALL/ WATSONVILLE - WEEKDAYS	___ 0___	- 1 9 -
ROUTE #71 SANTA CRUZ/WATSONVILLE	___ 512___	<b>m- 396 - -</b>
ROUTE #72/73/75/78/79 WATSONVILLE/LOCAL	___ 230___	___ 210___
ROUTE #91/81 COMMUTER EXPRESS/CAPITOLA MALL/ WATSONVILLE - WEEKDAYS	- 4 8 -	___ 57___
BEACH SHUTTLE	___ 20___	___ 15___

7-3.1

TOTAL LIFT PASSENGERS

2190

2185

NO. OF MECHANICAL FAILURES OF LIFTS IN-SERVICE

3 - 0

TOTAL NO. OF HOURS DROPPED DUE TO LIFT FAILURE

1:16 - 0:00

NO. OF PASSENGERS PASSED UP DUE TO NON-FUNCTIONING LIFT ON ACCESSIBLE ROUTES

0 - 0

NO. OF TIMES DISTRICT BACK-UP LIFT VAN UTILIZED

0 - 0

REVISED 06/08/00

BUS OPERATOR LIFT TEST \*PULL-OUT\* (ACCESSIBLE FLEET ONLY)

VEHICLE CATEGORY	TOTAL BUSES	AVG# DEAD IN GARAGE	AVG# AVAIL. FOR SERVICE	AVG# IN SERVICE	AVG# SPARE BUSES	AVG# LIFTS OPERATING	% LIFTS WORKING
FLYER	63	12	51	47	4	47	100%
Gillig	28	3	25	4	21	4	100%
GMC	a	2	6	3	3	3	100%
CHAMPION	4	0	4	2	2	2	100%

BUS OPERATOR LIFT TEST \*PULL-IN\* (ACCESSIBLE FLEET ONLY)

VEHICLE CATEGORY	TOTAL BUSES	AVG# DEAD IN GARAGE	AVG# AVAIL. FOR SERVICE	AVG# IN SERVICE	AVG# SPARE BUSES	AVG# LIFTS OPERATING	% LIFTS WORKING
FLYER	163	n/a	n/a	43	n/a	43	100%
GILLIG	28	n/a	n/a	2	n/a	2	100%
GMC	8	n/a	n/a	3	n/a	3	100%
CHAMPION	4	n/a	n/a	1	n/a	1	100%

BIKE AND RIDE REPORT

	<u>THIS MONTH</u>	<u>LAST MONTH</u>
TOTAL BICYCLES CARRIED	<u>14595</u>	<u>15438</u>
*TOTAL BICYCLES CARRIED INSIDE OF BUS	<u>0</u>	<u>0</u>

THIS TOTAL IS INCLUDED IN THE TOTAL BICYCLES CARRIED ABOVE.

7-3.2

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

LIFT REPORT  
(Passenger Lift Problems)

MONTH OF JULY 2000

DATE	DAY	BUS #	REASON
07/02/00	SUNDAY	9834G	Kn <del>e</del> el working sporadically - switch?
07/03/00	MONDAY	8090F	P <del>a</del> ssenger lift barrier would not unfold
07/05/00	WEDNESDAY	8305GM	L <del>i</del> ft hangs on left side bottom facing out, look when deployed
07/10/00	MONDAY	8111C	L <del>i</del> ft not working, door opens on its own as driving
07/11/00	TUESDAY	80656	L <del>i</del> ft stows very slowly
07/13/00	THURSDAY	8057G	L <del>i</del> ft won't deploy at door level (boarding gate won't come down)
07/15/00	SATURDAY	9822LF	R <del>a</del> mp won't deploy
07/15/00	SATURDAY	8080F	L <del>i</del> ft power light non-functional
07/17/00	MONDAY	9822LF	R <del>a</del> mp has to be lowered manually
07/18/00	TUESDAY	8090F	L <del>i</del> ft won't stow
07/18/00	TUESDAY	8080F	S <del>t</del> raps on both sides won't extend
07/26/00	TUESDAY	8111C	N <del>o</del> power to WC
07/29/00	SATURDAY	8076F	Kn <del>e</del> el cover is on backwards, toggle switch is upside down
07/31/00	MONDAY	8106GR	NC balky
07/31/00	MONDAY	8307GM	S <del>o</del> metimes when turning lift key it shocks driver

F New Flyer  
G Gillig  
GR Grumman  
C Champion  
LF Low Floor Flyer  
GM GMC

Note: Lift operating problems that cause delays of less than 30 minutes.

7-3.3

**GOVERNMENT TORT CLAIM**

**RECOMMENDED ACTION**

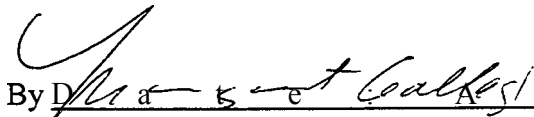
TO: Board of Directors

FROM: District Counsel

RE: Claim: Jade Rich  
Claim #: 00-0020  
Received: 07/21/00  
Date of Incident: 01/30/00  
Occurrence Report Number: SC 01-00-31

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  August 7, 2000  
 Margaret Gallagher  
 DISTRICT COUNSEL

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 August 18, 2000.

\_\_\_\_\_  
Dale Carr  
Recording Secretary

\_\_\_\_\_  
Date

7-A.1

CLAIM AGAINST THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

(Pursuant to Section 9 10 et Seq., Government Code)

Claim # \_\_\_\_\_

TO: BOARD OF DIRECTORS, Santa Cruz Metropolitan Transit District

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

1. Claimant's Name: Jade Rich

Claimant's Address/Post Office Box: 201 Lake St., Boulder Creek, C A 95006

Claimant's Phone Number: 338-6872

2. Address to which notices are to be sent: Christopher A. Landis, Esa.  
133 Mission St., Ste. 230, Santa Cruz, CA 95060

3. Occurrence: Collision with a Santa Cruz Metropolitan Bus.

Date: 1-30-00 Time: 6:20 Place: Ocean St. and Ocean St. Extension

Circumstances of occurrence or transaction giving rise to claim: \_\_\_\_\_

The driver of the bus failed to yeild to oncoming traffic at a stop sign and pulled out in front of the vehicle driven by Ms. Rich.

4. General description of indebtedness, obligation, injury, damage, or loss incurred so far as is known: Property damage in the amount of \$1,700.00 plus out of pocket medical specials, the total sum not known at this time because Ms. Rich is still being treated for those injuries.

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

6. Amount claimed now.....	\$24,999.99
Estimated amount of future loss, if known .....	\$ 0
TOTAL.....	.\$24,999.99

7. Basis of above computations: Out of pocket specials in the sum of (unknown) plus plaintiff's attorney's Estimate of the jury trial value of plaintiff's general damage.

  
\_\_\_\_\_

CLAIMANT'S SIGNATURE OR  
COMPANY REPRESENTATIVE'S SIGNATURE OR  
PARENT OF MINOR CLAIMANT'S SIGNATURE

7/19/00  
\_\_\_\_\_

DATE

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

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 July 20, 2000 at the Loudon Nelson Community Center, 301 Center Street, Santa Cruz CA.

MASTF MEMBERS PRESENT: Sharon Barbour, Michael Bradshaw, Scott Bugental, Jon Cappella, Ted Chatterton, Michael Doern, Kasandra Fox, Bruce Gabriel, Michelle Hinkle, Will Hogan, Isabel Kelly, Ed Kramer, Deborah Lane, Jeff LeBlanc, Lynn E. Everett-Lee, Celia Moor, Thom Onan, Dennis Papadopulo, Barbara Schaller, Cheryl Schmitt, Patricia Spence, Russell Thatcher

METRO STAFF PRESENT:

Bryant Baehr, Operations Department Manager  
John Daugherty, Accessible Services Coordinator  
Tom Hiltner, Grants/Legislative Analyst  
Bonnie Morr, U.T.U. Representative  
Tom Stickel, Fleet Maintenance Department Manager  
Les White, General Manager

BOARD MEMBERS PRESENT:

Bruce Gabriel  
Michelle Hinkle

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

1. MASTF supports the transit district's efforts to improve bus service between Santa Cruz and San Jose, including bringing Hwy. 17 service to the Metro Center and the integration of the rail connector service. We further support the district's efforts to see that no restrictions are applied to passengers with disabilities on the rail connector service during the time negotiations to bring that service in house are in process.
2. MASTF requests that the SCMTD Board of Directors declares that all bus stops are district facilities. This will enable the district to post No Smoking signs at bus stops in an effort to discourage people from smoking at these facilities.
3. MASTF supports the staff recommendation for \$300,000 of excess district revenues to be set aside in a capital reserve fund for bus stop improvements.

RELEVANT ATTACHMENTS: None

**\*MASTF MOTIONS RELATED TO METRO MANAGEMENT**

MASTF supports moving its meeting place to the University Town Center effective next month. MASTF requests that METRO inquire whether the Loudon Nelson Center can be obtained for another month as a back up location.



I. CALL TO ORDER AND INTRODUCTIONS

Chairperson Jeff LeBlanc called the meeting to order at 2:05 p.m.

II. APPROVAL OF THE MAY 18, 2000 MASTF MINUTES

**MASTF Motion: That the June 15, 2000 MASTF Minutes be approved.**

**M/S/PU: Fox, Lane**

III. AMENDMENTS TO THE AGENDA

John Daugherty shared that the MASTF Executive Committee had added two items to the Agenda last week: "5.1 Introduction by Consultants to Paratransit Audit Work" and "6.2 New MASTF Meeting Place."

IV. ORAL COMMUNICATION AND CORRESPONDENCE

Cheryl Schmitt announced that she was organizing an Americans with Disabilities Act (ADA) Recognition Exhibit on behalf of the City of Santa Cruz. The exhibit will be set up from 10:00 a.m. to 6:00 p.m. at the entrance lobby of the Central Branch Library, 224 Center Street in Santa Cruz. The exhibit will feature an information table and continuously running videos, including the video on specialized transportation that MASTF assisted three years ago.

Ms. Schmitt noted that she was looking for volunteers to staff the table. She gave out her phone number (420-5187) and e-mail address ([cheryls@ci.santa-cruz.ca.us](mailto:cheryls@ci.santa-cruz.ca.us)).

She added that she could also be contacted about access concerns such as curb cuts. She noted that she was the Bicycle/Pedestrian Coordinator for the City of Santa Cruz.

Dennis Papadopulo shared a letter ("Attachment A") from wheelchair user Francisco Ramirez. The letter from Mr. Ramirez describes difficulties he experiences when he travels to the bus stop near Elizabeth Oaks in Live Oak. Mr. Papadopulo also announced that a free class at Cabrillo College – BOS 272 – shows persons with disabilities how to use adaptive computer equipment. He suggested that interested persons contact Cabrillo Disabled Student Services (479-6379) for more information.

Bruce Gabriel noted that a surplus of Transportation Development Act (TDA) funds could allow METRO to create a \$300,000 reserve for bus stop improvements. Mr. Gabriel noted that METRO staff was recommending creation of the \$300,000 reserve at the METRO Board meeting tomorrow. He asked that MASTF declare the reserve proposal an emergency action item.

Discussion ended with the following Motion:

**MASTF Motion: MASTF declares the METRO staff recommendation for a \$300,000 reserve for bus stop improvements is an emergency action item for the Agenda today.**

**M/S/PU: Bradshaw, Papadopulo**

Mr. LeBlanc placed the emergency item on the agenda as the third item of New Business.

Ed Kramer suggested that the volume of the bus stop announcements heard from Talking Signs be lowered. He suggested that the two speakers in front of the bus close to the driver and the extra “ping” heard when a bus stop is requested could both be disconnected. He also suggested that bus operators be able to reinstate the use of green light “extenders” to facilitate traffic flow.

Bryant Baehr responded that volume from the Signs had been lowered yesterday. Les White noted that extenders can now distinguish primary (emergency vehicle) and secondary (public transit) use.

Will Hogan noted that parking garage construction at Front Street and Soquel Avenue was nearly complete. He asked if the inbound bus stop across from *Longs Drugs* would be restored. Mr. White believed that the bus stop would be put back. Mr. LeBlanc asked Mr. White to have David Konno or another appropriate METRO staff person report back to MASTF on this issue.

Barbara Schaller reported that at least one hundred seniors were “furious” since they were unable to attend a picnic at Harvey West on July 4<sup>th</sup> due to the absence of bus service. She asked if shuttle service could be provided in the future. Discussion following her report brought out the issue of Holiday bus service restoration and expansion. Mr. White noted that METRO staff was working to solve the problem of overloaded buses first. Mr. LeBlanc noted that he would like to see a discussion about the use of limited or event specific levels of bus service on holidays. Mr. Gabriel noted that Holiday service is expensive and needed the justification of customer demand. Discussion concluded when Mr. LeBlanc noted that the item would be on the agenda for the meeting next month.

Tom Hiltner reported that he was wrapping up work on the grant that started METRO’s Talking Signs project. He stated that input on how the Signs are working out is being sought. Mr. LeBlanc noted that Mr. Kramer and other MASTF members have provided input. Mr. Baehr noted that he was organizing a meeting with Mr. LeBlanc and Mr. Kramer to discuss Sign programming issues. Mr. LeBlanc added that Talking Signs would be on the agenda for next month to allow for further input.

Mr. Hiltner asked for assistance from MASTF to prioritize the Project Idea Forms (“Attachment B”) that were submitted to the Santa Cruz County Regional Transportation Commission and then forwarded to METRO. Mr. Hiltner explained that the ideas submitted would help revise the Regional Transportation Plan. Mr. LeBlanc noted that MASTF had submitted a Form encouraging more funding for Talking Signs. Mr. LeBlanc added that Mr. Hiltner’s request would be placed on the agenda for next month.

Michael Doern shared that he had just returned from family visits to New York and Boston. With a few exceptions his experience using public transit reminded him “how good the service is with Santa Cruz METRO.”

## V. ONGOING BUSINESS

### 5.1 Introduction by Consultants to Paratransit Audit Work

Mr. LeBlanc noted that the consultant team had met with the MASTF Executive Committee last week. He commended the team for their grasp of the issues surrounding paratransit service.

Consultant Lynn E. Everett-Lee introduced herself and her colleague Russell Thatcher to the group. Ms. Everett-Lee announced that two outreach meetings (“Attachment C”) to introduce the audit of paratransit service have been set for Thursday August 3<sup>rd</sup>. Both meetings will take place at the Loudon Nelson Community Center, 301 Center Street in Santa Cruz. She noted that the meetings are opportunities for paratransit users and other interested persons to give feedback on how current working and could be improved. Patricia Spence asked what outreach measures are being taken for South County residents. Ms. Everett-Lee and Mr. Baehr responded that “focus groups” and other forms of outreach were being arranged.

Ms. Everett-Lee shared that after the audit team assembled its preliminary findings during September additional forums and outreach will occur.

## 5.2 Paratransit Update

### a) Lift Line Emergency Medical Procedures

Jon Cappella circulated an excerpt of the training manual that he uses with Lift Line drivers. He explained that the drivers are trained to assist passengers with first aid and CPR. Mr. Papadopulo and Ms. Spence asked questions about transport in emergency situations. Mr. Gabriel noted that one High Occupancy or Toll (HOT) Lane could be used by Lift Line vehicles in emergency situations.

Discussion shifted to concerns about the training of drivers working for taxi companies. Mr. LeBlanc noted that the issue of quality control has been discussed at MASTF meetings. Whether METRO or Lift Line exerted control over the training of drivers was discussed. Scott Bugental noted that the contract for service calls for driver training. He pointed out that Mr. Cappella recently provided training so that some drivers could train other drivers. Mr. Bugental added that how to monitor compliance of the training component was one of the issues that could be addressed in the audit.

Deborah Lane stated that she hoped METRO would take a serious look at the benefits of bringing paratransit service “in house.” Mr. LeBlanc stated that MASTF members are not concerned with how improvement in training is carried out, but that training improvement “gets done.” He noted that the audit could provide a “lever” for such change.

### b) ADA Paratransit Report (Scott Bugental)

Mr. Bugental reported on three issues:

- The audit consulting team met with Lift Line staff this morning. He noted that he was looking forward to providing the team with information and assistance.
- Of the seven vans he had sought grant funds for to replace aging equipment, one van replacement has been approved. Mr. Bugental noted that he was appealing that decision.
- Mr. Bugental also reported that he was leaving Lift Line as of August 18, 2000. He noted that much of his time would be spent organizing a campaign for election to Santa Cruz City Council.

Mr. Bugental shared that he has enjoyed working with MASTF. The group offered him a round of applause.

c) Transportation Advocacy (Thom Onan)

Thom Onan reported that he had no complaints to discuss this month. He noted that questions had been raised about the role the Central Coast Center for Independent Living (CCCIL) will play in the future on paratransit issues. He added that he has discussed process issues with the audit team.

5.3 Restrictions on Amtrak Service

Mr. White reported that METRO has begun negotiation to integrate management of the *Amtrak Connector* and *Highway 17 Express* service. He noted that *Amtrak* officials showed resistance to this effort by signing a nine-year contract with *Frontier* to provide the trips that travel from Santa Cruz to Stockton. He added that Senate Bill 2178 was “still alive” and making its way through the legislature. He hoped that persons with disabilities would remain exempt from travel restrictions between Santa Cruz and San Jose while negotiations with *Amtrak* progress.

The following Motion to the Board concluded discussion:

**MASTF Motion: MASTF supports the transit district’s efforts to improve bus service between Santa Cruz and San Jose, including bringing Hwy. 17 service to the Metro Center and the integration of the rail connector service. We further support the district’s efforts to see that no restrictions are applied to passengers with disabilities on the rail connector service during the time negotiations to bring that service in house are in process.**  
**M/S/PU: Kramer, Barbour**

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

Mr. LeBlanc mentioned the letter he had prepared for the METRO Board and read aloud the letter he completed from MASTF (“Attachments D and E”) on this issue. Further discussion on this topic included the offer from Michael Bradshaw to bring more information to the group next month.

5.5 Restroom Hours at Transit Centers

Mr. Baehr noted that customer service hours are being expanded at Santa Cruz Metro Center. He observed that METRO is “not interested in getting into the porta potty business again.” He noted that expanding hours of service is one METRO goal. Further discussion on this topic noted the dangers of using portable toilets to provide late night service.

5.6 No Smoking at Bus Stops and Shelters

Discussion on this topic covered the need for No Smoking signs as a deterrent for smoking and the absence of available personnel to enforce No Smoking regulations. Kasandra Fox stated that a countywide ordinance is needed to prohibit smoking at bus stops. Ms. Lane commented she has noticed a decrease in smoking activity at Santa Cruz Metro Center since the return of security captain Eden Reiner. Mr. Baehr noted that METRO was hiring a new security firm and that he would arrange for a representative to meet with MASTF to learn the group’s concerns.

The following Motion was forwarded to the Board:

**MASTF Motion: MASTF requests that the SCMTD Board of Directors declares that all bus stops are district facilities. This will enable the district to post No Smoking signs at bus stops in an effort to discourage people from smoking at these facilities.**

**M/S/PU: Hogan, Schaller**

VI New Business

6.1 Santa Cruz County Fair Volunteer Sign Up

Ms. Spence noted that in her past visits the Fairgrounds earned a “D- for accessibility.” She recalled problems in travelling over gravel and other surfaces as well as difficulty accessing restrooms. She asked METRO staff if they could ask Fair officials if improvements had been made. Mr. White noted that if accessibility is still a problem, METRO could reconsider its participation during the Fair. The group discussed how to proceed on this issue.

Mr. Daugherty shared highlights from a Customer Service memo (“Attachment F”) that announced the upcoming Santa Cruz County Fair. He noted that the sign up sheet for volunteers to work at METRO’s information display would be circulated at the meeting next month.

6.2 New MASTF Meeting Place

Mr. LeBlanc reported that he and Mr. Daugherty had checked out a new meeting room location for MASTF. The University Town Center has accessible second floor meeting rooms that are one half block from the Santa Cruz Metro Center. Mr. LeBlanc reported that the room rental (\$75 per month) included Center personnel set up of the room. Mr. LeBlanc noted that the meeting room did not have windows. He noted that MASTF could try the new location for a few months to see how members liked it.

Sharon Barbour shared her concern about having a meeting at a second floor location during an emergency situation. Mr. LeBlanc noted that a flyer with a map and directions needed to be developed for MASTF members.

The following Motion to Management concluded discussion:

**MASTF Motion: MASTF supports moving its meeting place to the University Town Center effective next month. MASTF requests that METRO inquire whether the Loudon Nelson Center can be obtained for another month as a back up location.**

**M/S/C: Bradshaw, Onan (one “No” vote)**

6.3 \$300,000 Reserve for Bus Stop Improvements

Mr. LeBlanc emphasized that this issue would be discussed during the METRO Board meeting tomorrow. The following Motion to the Board concluded discussion:

**MASTF Motion: MASTF supports the staff recommendation for \$300,000 of excess district revenues to be set aside in a capital reserve fund for bus stop improvements.**

**M/S/PU: Chatterton, Doern**

MASTF COMMITTEE REPORTS

6.4 Training and Procedures Committee Report (Dennis Papadopulo)

Tabled until next month.

6.5 Bus Service Committee Report (Sharon Barbour)

Tabled until next month.

6.6 Bus Stop Improvement Committee Report

Tabled until next month.

OTHER COMMITTEE REPORTS

6.7 U.T.U. Report

Tabled until next month.

6.8 S.E.I.U. Report

Tabled until next month.

6.9 Commission on Disabilities Report (Jeff LeBlanc)

Tabled until next month.

6.10 Elderly and Disabled Transportation Advisory Committee Report

Tabled until next month.

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

Tabled until next month.

6.12 Next Month's Agenda Items

Items noted during the meeting: Talking Signs, Restoration and Expansion of Holiday Service, Prioritized Projects for the Regional Transportation Plan Update.

VII Adjournment

**The meeting was adjourned at 4:10 p.m.**

MASTF Minutes

July 20, 2000

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**NOTE: NEXT MAST MEETING IS: Thursday August 17, 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 August 11, 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 August 18, 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**

**July 19, 2000**

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The Santa Cruz Metropolitan Transit District Metro Users Group met at 2:10p.m. on Wednesday, July 19, 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  
Sandra Coley  
Michelle Hinkle  
Jeff LeBlanc  
Carolyn O'Donnell  
Candice Ward

**VISITORS PRESENT**

Jim Bosso, Santa Cruz Transportation  
Scott Bugental, Lift Line  
Ian McFadden, Chair, UTU  
Cliff Nichols, Cabrillo College  
Nikki Oneto, Cabrillo College  
Camille Pierce  
Barbie Schaller, Seniors Commission  
Adam Towszewski, Via Pacifica Gardens

**SCMTD STAFF PRESENT**

Tom Hiltner, Grants/Legislative Analyst  
David Konno, Fac. Maint. Mgr.  
Tom Stickel, Fleet Maint. Mgr.  
Les White, General Manager

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**MUG RESOLUTIONS TO METRO BOARD OF DIRECTORS**

MUG recommends that they support staff's recommendation that TDA reserve funds be made available to the Santa Cruz Metropolitan Transit District.

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**MUG RESOLUTIONS TO METRO MANAGEMENT**

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**1. CALL TO ORDER AND INTRODUCTION**

**2. ADDITIONS AND DELETIONS TO THE AGENDA**

**The following item was added as an emergency action item:**

TDA Surplus from the Santa Cruz County Regional Transportation Commission. This will be discussed as Item 3 – Oral and Written Communications.



MUG recommends that TDA Surplus funds from the Santa Cruz County Regional Transportation Commission be added as an emergency action item.

**ACTION: MOTION: Sandra Coley SECOND: Ted Chatterton**

The Committee voted unanimously.

Scott Bugental requested that MUG refer any complaints or issues regarding Lift Line service to the MASTF meeting tomorrow. MASTF is the advisory body and would like to see this handled through MASTF.

Chairperson Gabriel stated to Mr. Bugental that his request be discussed under Item 6g – Paratransit Complaint.

**Item 6a – New Service, was taken out of order.**

This item will be discussed under Item 5a – Service and Planning Update.

Tom Hiltner, Grants/Legislative Analyst stated that he has two items that he would like the MUG Committee to consider: 1) the Regional Transportation Plan Update for Year 2000 for the Santa Cruz County Regional Transportation Commission; and 2) the Talking Bus Demonstration Program.

Chairperson Gabriel stated that Mr. Hiltner discuss this under Item #3 – Oral and Written Communications. Chairperson Gabriel also mentioned that there is a sign-up sheet being distributed for the Santa Cruz County Fair. Anyone wishing to volunteer should sign up.

### **3. ORAL AND WRITTEN COMMUNICATIONS AND ANNOUNCEMENTS**

Adam Tomaszewski stated that he represents the seniors at the Via Pacifica Gardens at Seascape and that they are the only seniors complex that does not have a bus stop in front of the complex or a bus stop reasonably close by. He stated that there are seniors who use wheelchairs and walkers. This was brought to the District's attention about five years ago and nothing has been done. He would like to see what can be done to have a bus stop at that location.

Jeff LeBlanc stated that this was brought to the District's attention about 10 years when he lived at Via Pacifica. He stated that a bus test was done and there were issues about the narrowness of the streets and turning radius. The District has newer buses in the fleet and may want to do another bus test.

Bryant Baehr stated that he would go out to the complex to take a look and perhaps meet with the seniors to discuss the bus stop issue.

Tom Hiltner reported that the Santa Cruz County Regional Transportation Commission (SCCRTC) is updating their Regional Transportation Plan, which receives Federal, State and local funding on projects. The District has been working on a list projects to submit for the Regional Transportation Plan including replacement buses, clean-fuel buses, operating improvements and capital projects and the highest priority is funding for the MetroBase project. Mr. Hiltner would like for MUG to solicit input on any of the projects that should be included in the Plan the next ten years. Mr. Hiltner will also be attending the MASTF meeting to ask MASTF members for their input. The District needs to submit their list of projects to the SCCRTC by September 13, 2000, which also needs approval by the Board of Directors at their August Board meeting.

Sharon Barbour asked if a copy of the list of projects was available for MUG to review and to include in the next MUG packet.

Mr. Hiltner would also like input on the Talking Bus Demonstration Program. Bryant Baehr stated that this is a demonstration program and they will be discussing on how to redefine the program and whether to continue the program. A survey will be sent out next month to passengers and the disabled asking for comments and/or suggestions.

Chairperson Gabriel stated that he would like the Metro Users Group to endorse staff's recommendation to allocate an additional \$300,000 in bus stop improvements out of capital reserves.

Bryant Baehr stated that the District has a surplus of \$2.7 million of additional one-time funding. The General Manager is proposing to the Board that the one-time funding be put into reserve accounts, \$300,000 into the workers' comp, \$300,000 into the liability insurance, and establish a reserve account for bus stop improvements in the amount of \$300,000. The remaining \$1.8 million will be put into capital reserves. The Bus Stop Advisory Committee will make recommendations as to whether the funding will go for bus stop improvements and then to the General Manager for approval or disapproval.

Jeff LeBlanc asked if this is the same money that was allocated for bus service to UCSC last year.

Bryant Baehr stated this is a different issue. Last year there was money left over from the budget. That money was used for what was called "supplemental service" on the Westside of Santa Cruz. Supplemental service is extra buses that do not operate on a schedule. They pick up students that are left behind when a regular scheduled bus is full. This was done as a tester route and UCSC

is asking that the District make this permanent fixed route, but also keep the tester route.

Candice Ward stated that the supplemental service has been running for two academic years. She stated that there is a good population of students on the Westside that want to go directly from the Westside to the University. Last year, there were six trips a day being run out of the supplemental service. UCSC put in for a TDA grant in the last grant cycle to SCCRTC, but did not receive the funding.

Les White stated that TDA requirements are funded from a ¼ cent sales tax. It is for transit and transit related service improvements, but is also used for projects related to transit service. He stated that many counties use TDA funds for road construction. It can only be used for road construction if the Commission makes a finding that all transit needs have been met. Monterey County has done this in the past, and they use a fair portion of their TDA money for road construction. For rural counties like Fresno County, and in other rural areas, they use almost all of their TDA money for road construction. The SCCRTC has never attempted to use TDA money for this purpose. They have used it for sidewalks, bus turnouts and a variety of other projects.

Chairperson Gabriel stated that bus stops are the unmet needs of the Transit District.

Les White stated that his recommendation to the Board would be to use the one-time money for capital purposes and to use sustaining money for service expansion. He stated that the bus stop program has been neglected over the years. The University needs to move faster on their STP grant to get the bio-directional bus stops made accessible so that the District can improve service without having to add additional buses. He also stated that the District has the oldest fleet of any transit system our size in the State. Sixty-nine of our buses are going to become illegal to operate at the end of 2002, because the District will no longer meet the air quality requirements and the District does not have current orders for replacement buses. Les White also stated that with regard to the University service, making the University connector route a permanent route would be something the Service Review Committee would look into. The \$300,000 for bus stop improvements is a priority and any additional money the District receives will focus on re-powered buses for essentially 42 buses. It will cost between \$60,000 to \$65,000 to re-power each bus between now and December 31, 2002.

Carolyn O'Donnell asked if the District would discontinue the UCSC service. Les White stated that it would continue to operate as it operates now on the supplemental service and that it would not be a permanent operating route. The

Service Review Committee will have an additional \$150,000 to fix the Route 69 problems.

MUG recommends that they support staff's recommendation that TDA reserve funds be made available to the Santa Cruz Metropolitan Transit District.

**ACTION: MOTION: Jeff LeBlanc SECOND: Bruce Gabriel**

The Committee voted unanimously with Member Chatterton absent and Member Ward opposing.

#### **4. CONSENT AGENDA**

**ACTION: MOTION: Carolyn O'Donnell SECOND: Jeff LeBlanc**

Approve the following items accepted by the Committee:

- a) Receive and Accept June 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**

There will be an update next month.

Sharon Barbour suggested that the Overview Committee meet at least once a quarter to discuss Headways.

##### **5b) Service and Planning Update**

Bryant Baehr stated that discussions are still continuing with the AMTRAK service.

Les White stated with the help of Senator McPherson, the Governor's budget proposes \$3 million for additional replacement buses. The Governor's proposal also calls for a series of legislative projects. Included in the budget is \$3.75 million for additional buses for Highway 17, as well

as \$1 million for Phase One - Renovation of Metro Center with a recognition that the Metro Center renovation expansion included buying the Greyhound property, which will be a \$5.2 million project.

Phase Two - \$4.2 million will be the actual construction for Metro Center. There is also the issue of the operating funds to extend bus service down to Metro Center. He stated that the District will be meeting next week in Sacramento to discuss a couple of vehicle bills. The District would like to take money that is currently being directed toward the AMTRAK connector service and redirect that toward Metro service and combine the service together so that it becomes one route.

Sharon Barbour asked if the District will take over the Greyhound station.

Les White stated that the rebuilding of Metro Center will extend to the Greyhound property. The Greyhound facility will be demolished and Greyhound's ticketing office will be located inside Metro Center.

**5c) Marketing**

Discussed under 5b.

**5d) COF - MetroBase**

Discussed under 5b.

**5e) Bus Stop Sign**

David Konno stated that two months ago a survey went out to 20 transit properties to find out if they provided bilingual information on their bus stop signs. He has received 12 responses. A matrix was put together and brought to the BSAC committee. What was missing from the survey that other transit properties were suppose to send, was a copy of their signage so the District can see how it can be used. At this point, BSAC is waiting for the signage.

**5f) Cabrillo College**

Bryant Baehr stated that construction is still on-going at the college. The District is working with Pavex Construction and its subcontractors to make sure the bus stops are accessible. School is currently out for the summer.

Carolyn O'Donnell asked about the physical bus shelters.

Bryant Baehr stated that a Cabrillo College Team is designing the new bus shelters. There are some conditions that the District has asked, for example, the bus operator must be able to see someone standing inside the bus shelter. Cabrillo College asked the District if their Design Team could design the bus shelters.

Mr. Nichols stated that they are setting up a committee meeting in relationship to the Transportation Plan Study. The Committee will look at the bus pass program.

The bus pass program has been declining since it is not mandatory to purchase a bus pass. Since 1997, there are fewer classes on Fridays. Cabrillo reorganized the classes Monday through Thursday, so there is about 42% less students showing up on Fridays. Students also register by phone at the beginning of the semester and they don't have to come on campus.

#### **5g) Paratransit Complaint**

Scott Bugental stated that it is unclear what the agenda item is referring to. He stated that from his viewpoint, any issue dealing with paratransit service should remain within MASTF and E&D TAC. Talking to MUG about the relationship between paratransit and regular fixed-route service, is an issue that is appropriate to discuss at this meeting.

There was lengthy discussion regarding the taxi ordinance and paratransit service. Regarding the taxi ordinance and how it relates to paratransit and Lift Line, Mr. Bosso felt that this was something that should be discussed at the Board of Directors meeting on Friday.

Jeff LeBlanc stated that one of the issues that has come up repeatedly at MUG meetings, is that there is no publicity about bus service in Cabrillo's catalog, or on the telephone system.

Mr. Nichols reported that the Marketing Director at Cabrillo College is working the Kim Chin. He also reported that he has talked with Manuel Osorio about having someone available on registration day to encourage students to buy bus passes.

Mr. Nichols stated that the District would be informed once a meeting has been scheduled to discuss the bus pass program and get more people from Cabrillo College involved as well.

Chairperson Gabriel stated that he appreciates Cabrillo representatives attending the MUG meeting.

Mr. Nichols stated that he would like to hear what the Metro Users Group concerns are and will try to respond to them. He stated that there is a cost to the College if they were to implement the mandatory bus pass and that it requires a vote by the students. Cabrillo College cannot impose it on the students, the students have to vote on it. The students voted out the mandatory bus pass program.

Les White stated that the current contract with Cabrillo has expired. Students who have a bus pass have access on all of the District's routes and the only routes we charge Cabrillo for are the trips that go to and from Cabrillo. Now that the contract has expired the District will look at whether the District continue with the renewal of the contract or discontinue the program and use cash fare at the farebox.

Carolyn O'Donnell asked how is UCSC set up.

Bryant Baehr stated that UCSC has a mandatory program

Jeff LeBlanc stated that there is a substantial difference the way UCSC and Cabrillo fund the bus pass program. UCSC students are taxed, the whole student body pays into the student fund for the bus pass program. Cabrillo takes out their funding from the college's operations fees and not student fees.

## **6. UPDATES**

### **6b) ADA Recertification**

Bryant Baehr stated that the consultants are on-board. The ADA Recertification Program consultants are looking at what we are doing now as their starting point. They will be coming up with recommendations. The process is still going and he is waiting to hear from the consultants in the next couple of weeks to see where they are with the recertification. Jeff LeBlanc stated that he is pleased to find out that the consultants working on the ADA audit are making a substantial effort with the other consultants doing the recertification so that they won't be duplicating each other's efforts, particularly in regards to public outreach. They met with the MASTF Executive Committee to discuss paratransit issues. The consultants will be holding public hearings to receive input. Mr. LeBlanc also was very impressed with the consultant's knowledge of paratransit, and that they will be able to implement some of issues that MUG and

MASTF have been talking about for years. There was discussion about having meetings in South County and North County, rather than mid-County, because people most likely will not attend a mid-County meeting.

**6c) Courtesy Stop Policy**

Nothing to report at this time.

**7. NEW BUSINESS**

Barbie Schaller stated that about 30 senior citizens have complained to her that they did not get to go to the Fourth of July picnic at Harvey West Park. They cannot understand why there wasn't more bus service available.

Bryant Baehr stated that the District is in the process of restoring more holiday service. Memorial Day service was restored this year, as well as Martin Luther King holiday service.

**8. OPEN DISCUSSION**

**9. ADJOURNMENT**

The meeting adjourned at 3:55 p.m.

Respectfully submitted,

DEBBIE GUERRERO  
Administrative Secretary



# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** August 11, 2000  
**TO:** Board of Directors  
**FROM:** Elisabeth Ross, Manager of Finance  
**SUBJECT: MONTHLY BUDGET STATUS REPORT FOR JUNE 2000  
AND APPROVAL OF BUDGET TRANSFERS**

## I. RECOMMENDED ACTION

Staff recommends that the Board of Directors approve the budget transfers for the period of July 1-31, 2000.

## II. SUMMARY OF ISSUES

- The attached monthly revenue and expense report represents the status of the District's FY 99-00 revised budget, as of June 30, 2000, the end of the fiscal year. The numbers in the report are preliminary, since all accounting adjustments have not yet been completed.
- Operating revenue for the year (preliminary) totals \$26,891,881 or \$343,881 over the amount of revenue expected to be received during the fiscal year based on the revised budget. This includes \$735,412 in excess sales tax funds. Approximately \$500,000 in grant funding was deferred to next fiscal year.
- Total operating expenses for the year to date (preliminary), including pass through grant programs, in the amount of \$24,202,435, are at 91.5% of the budget. Day to day operating expenses (preliminary) total \$23,728,424 or 92.8% of the budget.
- The amount of revenue received exceeds total expenses by \$2.7 million in this preliminary report. Although several accounting adjustments are still required in preparation for the final audit, the amount available for retirement to reserve accounts should be consistent with the Board designations approved last month. The actual amounts will be reported in the final audited financial statements for the fiscal year.
- A total of \$2,278,943 has been expended (preliminary) for the FY 99-00 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 99-00 budget as of June 30, 2000. The fiscal year is 100% elapsed.

**A. Operating Revenues.**

Operating revenue is \$343,881 or 1.3% over the amount expected to be received for the fiscal year, based on the revised budget adopted by the Board in February. Operating revenue variances are discussed in the attached notes to the report. Aside from the \$450,000 in pass-through rail funding, the largest variance is sales tax, which is \$735,412 over the budgeted amount for the year.

The only operating revenue shortfalls are in passenger revenue accounts: special transit fares and Highway 17 fares. These are discussed in the attached notes to the report. Other apparent shortfalls are actually deferred grant funds which will be carried over into FY 00-01.

**B. Operating Expenses.**

Total regular operating expenses are at 92.8% of the revised budget for the year (preliminary). There are no significant departmental budget overruns. All overruns are explained in the attached notes. Total expenses are within the budgeted amount for the year.

Several accounting adjustments are yet to be entered which may increase expenses, including depreciation.

**C. Capital Improvement Program.**

Expenses for the capital improvement program total \$2,278,943 for the year, including \$1,261,827 for the bus rehabilitation project. The majority of capital projects will be carried over to FY 00-01.

**IV. FINANCIAL CONSIDERATIONS**

Based on the preliminary numbers, FY 99-00 revenues exceed expenses (excluding depreciation) by \$2.7 million and should provide for allocations to insurance reserves, bus stop improvement reserves, and capital reserves consistent with Board action last month.

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 June, and Budget Transfers

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

Operating Revenue	FY 99-00 Budgeted for Month	FY 99-00 Actual for Month	FY 99-00 Budgeted YTD	FY 98-99 Actual YTD	FY 99-00 Actual YTD	YTD Variance from Budgeted	
Passenger Fares	\$ 288,141	\$ 274,671	\$ 3,058,053	\$ 2,973,011	\$ 3,097,810	\$ 39,757	See Note 1
Paratransit Fares	\$ 33,333	\$ 37,278	\$ 200,000	\$ 167,508	\$ 206,148	\$ 6,148	See Note 1
Special Transit Fares	\$ 104,492	\$ 62,348	\$ 1,653,000	\$ 1,561,023	\$ 1,596,895	\$ (56,115)	See Note 1
Purch Transp Rev/Hwy 17	\$ 58,468	\$ 61,242	\$ 795,309	\$ 691,309	\$ 753,196	\$ (42,113)	See Note 1
Advertising Income	\$ 12,000	\$ 12,000	\$ 134,000	\$ 101,667	\$ 132,000	\$ (2,000)	
Other Aux Transp Rev	\$ 958	\$ 928	\$ 9,000	\$ 11,166	\$ 11,829	\$ 2,829	
Rent Income	\$ 10,529	\$ 10,901	\$ 95,400	\$ 121,446	\$ 111,105	\$ 15,705	
Interest - General Func	\$ 52,657	\$ 93,271	\$ 770,000	\$ 651,696	\$ 838,983	\$ 68,983	See Note 2
Non-Transportation Rev	\$ 200	\$ 3,119,361	\$ 43,865	\$ 84,619	\$ 48,225	\$ 4,360	
Sales Tax Income	\$ 1,411,914	\$ 1,475,924	\$ 13,900,000	\$ 13,354,858	\$ 14,635,412	\$ 735,412	See Note 3
TDA Funds	\$ -	\$ -	\$ 4,674,062	\$ 4,605,126	\$ 4,674,062	\$ -	
MBUAPCD Funding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Other Local Funding - TDA	\$ 150,000	\$ 150,000	\$ 150,000	\$ 4,000	\$ 150,000	\$ -	
State Transit Assistance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
State Guideway Funding	\$ -	\$ -	\$ 450,000	\$ 76,397	\$ -	\$ (450,000)	See Note 4
Other State Funding	\$ -	\$ -	\$ -	\$ -	\$ 63,993	\$ 63,993	See Note 5
FTA Op Asst - Sec 5303	\$ -	\$ -	\$ 70,000	\$ -	\$ 30,015	\$ (39,985)	See Note 6
FTA Op Asst - Sec 5307	\$ -	\$ -	\$ 505,614	\$ -	\$ 505,614	\$ -	
FTA Op Asst - Sec 5311	\$ -	\$ -	\$ 39,697	\$ 36,604	\$ 36,604	\$ (3,093)	
Other Federal Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Other Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>Total Operating Revenue</b>	<b>\$ 2,122,692</b>	<b>\$ 5,297,924</b>	<b>\$ 26,548,000</b>	<b>\$ 24,440,430</b>	<b>\$ 26,891,881</b>	<b>\$ 343,881</b>	

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

	FY 99-00 Final Budget	FY 99-00 Revised Budget	FY 90-99 Expended YTD	FY 99-00 Expended YTD	Percent Expended of Budget	
<b>PERSONNEL ACCOUNTS</b>						
Administration	\$ 561,863	\$ 544,477	\$ 552,522	\$ 430,201	79.0%	
Finance	\$ 519,039	\$ 521,653	\$ 369,740	\$ 396,336	76.0%	
Planning & Marketing	\$ 783,679	\$ 767,137	\$ 624,245	\$ 690,346	90.0%	
Human Resources	\$ 369,946	\$ 360,981	\$ 329,769	\$ 348,249	96.5%	
Information Technology	\$ 214,991	\$ 212,004	\$ 184,443	\$ 214,470	101.2%	See Note 7
District Counsel	\$ 289,116	\$ 252,296	\$ 219,965	\$ 187,773	74.4%	
Facilities Maintenance	\$ 900,719	\$ 896,951	\$ 694,877	\$ 795,878	88.7%	
Operations	\$ 1,520,903	\$ 1,666,585	\$ 1,437,623	\$ 1,524,310	91.5%	
Bus Operators	\$ 8,723,228	\$ 9,262,180	\$ 8,051,753	\$ 9,035,364	97.6%	
Fleet Maintenance	\$ 2,850,147	\$ 2,864,470	\$ 2,487,459	\$ 2,609,141	91.1%	
Retired Employees Benefits	\$ 296,711	\$ 299,839	\$ 319,315	\$ 259,667	06.6%	
<b>Total Personnel</b>	<b>\$ 17,030,342</b>	<b>\$ 17,648,573</b>	<b>\$ 15,271,711</b>	<b>\$ 16,491,829</b>	<b>93.4%</b>	
<b>NON-PERSONNEL ACCOUNTS</b>						
Administration	\$ 507,498	\$ 538,256	\$ 455,135	\$ 480,235	89.2%	
Finance	\$ 432,310	\$ 414,826	\$ 322,499	\$ 360,678	86.9%	
Planning & Marketing	\$ 200,458	\$ 221,458	\$ 157,786	\$ 203,368	91.8%	
Human Resources	\$ 84,265	\$ 103,796	\$ 56,097	\$ 99,770	96.1%	
Information Technology	\$ 94,510	\$ 146,010	\$ 81,393	\$ 122,201	83.7%	
District Counsel	\$ 131,605	\$ 182,605	\$ 102,828	\$ 132,503	72.6%	
Facilities Maintenance	\$ 189,287	\$ 226,584	\$ 349,368	\$ 226,169	99.8%	
Wats TC Operation	\$ 76,013	\$ 74,313	\$ 92,098	\$ 66,707	89.8%	
Santa Cruz Metro Center	\$ 205,488	\$ 253,458	\$ 165,093	\$ 252,520	99.6%	
Scotts Valley TC	\$ 116,493	\$ 104,847	\$ 63,638	\$ 97,519	93.0%	
Paratransit Program	\$ 2,231,632	\$ 2,445,530	\$ 1,809,931	\$ 2,261,726	92.5%	
Operations	\$ 1,321,600	\$ 613,440	\$ 1,083,264	\$ 632,123	103.0%	See Note 8
Bus Operators	\$ 2,250	\$ 2,762	\$ 1,985	\$ 2,762	100.0%	
Fleet Maintenance	\$ 2,215,809	\$ 2,420,178	\$ 1,817,352	\$ 2,337,626	96.6%	
Op Prog/SCCIC	\$ 21,100	\$ 21,100	\$ 36,140	\$ 80	0.4%	
Reserve for Service Additions	\$ 150,000	\$ 150,000	\$ -	\$ -	0.0%	
Pre-Paid Exp Adj/Incurred W/C	\$ -	\$ -	\$ 113,160	\$ (39,392)		See Note 9
<b>Total Non-Personnel</b>	<b>\$ 7,980,318</b>	<b>\$ 7,919,157</b>	<b>\$ 6,707,767</b>	<b>\$ 7,236,595</b>	<b>91.4%</b>	
<b>Subtotal Operating Expense</b>	<b>\$ 25,010,660</b>	<b>\$ 25,567,730</b>	<b>\$ 21,979,478</b>	<b>\$ 23,728,424</b>	<b>92.8%</b>	
Grant Funded Studies/Programs	\$ 106,340	\$ 97,500	\$ 4,000	\$ 43,703	44.8%	
Transfer to/from Cap Program	\$ 300,000	\$ 432,770	\$ 226,311	\$ 430,308	99.4%	
Retirement to Reserves	\$ -	\$ -	\$ -	\$ -		
Pass Through Programs	\$ 450,000	\$ 450,000	\$ 76,397	\$ -	0.0%	
		\$ -				
<b>Total Operating Expense</b>	<b>\$ 25,867,000</b>	<b>\$ 26,548,000</b>	<b>\$ 22,286,185</b>	<b>\$ 24,202,435</b>	<b>91.2%</b>	
<b>YTD Operating Revenue Over YTD Expense</b>				<b>\$ 2,689,446</b>		

CONSOLIDATED OPERATING EXPENSE  
JUNE 2000

	FY 99-00 Final Budget	FY 99-00 Revised Budget	FY 98-99 Expended YTD	FY 99-00 Expended YTD	% Exp YTD of Budget	
<b>LABOR</b>						
Operators Wages--	\$ 4,670,670	\$ 4,791,437	\$ 4,132,210	\$ 4,859,665	101.4%	See Note 10
Operators Overtime	\$ 469,521	\$ 669,521	\$ 624,934	\$ 764,064	114.1%	See Note 11
Other Salaries & Wages	\$ 4,949,627	\$ 4,753,820	\$ 4,031,310	\$ 4,296,144	90.4%	
Other Overtime	\$ 109,600	\$ 276,979	\$ 193,585	\$ 306,792	110.8%	See Note 12
	\$ 1,199,418	\$ 10,491,757	\$ 8,982,031	\$ 10,226,665	97.5%	
<b>FRINGE BENEFITS</b>						
Medicare/Soc Sec	\$ 83,925	\$ 90,570	\$ 72,028	\$ 87,799	96.9%	
PERS Retirement	\$ 765,023	\$ 785,219	\$ 945,978	\$ 693,649	88.3%	
Medical Insurance	\$ 1,639,232	\$ 1,733,662	\$ 1,444,045	\$ 1,487,414	85.8%	
Dental Plan	\$ 387,494	\$ 428,907	\$ 290,792	\$ 391,425	91.3%	
Vision Insurance	\$ 101,322	\$ 106,376	\$ 83,682	\$ 100,014	94.0%	
Life Insurance	\$ 56,010	\$ 60,266	\$ 48,088	\$ 50,190	83.3%	
State Disability Ins	\$ 26,261	\$ 38,854	\$ 40,024	\$ 51,983	133.8%	See Note 13
Long Term Disability Ins	\$ 239,540	\$ 320,281	\$ 183,059	\$ 277,187	86.5%	
Unemployment Insurance	\$ 49,707	\$ 51,135	\$ 24,105	\$ 27,036	52.9%	
Workers Comp/Incurred WC	\$ 1,291,048	\$ 1,373,823	\$ 1,107,297	\$ 1,044,229	76.0%	
2,130,594/Pay	\$ 2,130,594		\$ 2,105,566	\$ 1,991,289	93.5%	
Other Fringe Benefits	\$ 60,769	\$ 124	\$ 58,167	\$ 23,557	86.8%	
	\$ 6,830,924	\$ 7,146,810	\$ 6,402,831	\$ 6,225,772	87.1%	
<b>SERVICES</b>						
Acctng/Admin/Bank Fees	\$ 261,550	\$ 248,254	\$ 280,325	\$ 198,194	92.4%	
Prof/Legis/Legal Services	\$ 306,448			\$ 213,318	43.6%	
Temporary Help	\$ 42,862	\$ 161,382	\$ 126,935	\$ 156,804	97.2%	
Uniforms & Laundry	\$ 46,652	\$ 40,912	\$ 33,747	\$ 38,778	94.8%	
Security Services	\$ 274,244	\$ 267,744	\$ 212,825	\$ 322,408	120.4%	See Note 14
Outside Repair - Bldgs/Eqmt	\$ 146,157	\$ 132,237	\$ 110,977	\$ 115,707	87.5%	
Outside Repair - Vehicles	\$ 243,762	\$ 213,365	\$ 190,504	\$ 197,465	92.5%	
Waste Disp/Ads/Other	\$ 150,609	\$ 144,525	\$ 117,304	\$ 143,194	99.1%	
	\$ 1,472,284	\$ 1,702,263	\$ 1,270,721	\$ 1,421,179	83.5%	
<b>CONTRACT TRANSPORTATION</b>						
Contract Transportation	\$ 400	\$ 400	\$ 1,501	\$ -	0.0%	
Paratransit Service	\$ 2,230,032	\$ 2,293,930	\$ 1,808,830	\$ 2,261,726	98.6%	
Hwy 17 Service	\$ 1,100,000	\$ 412,827	\$ 904,359	\$ 412,827	100.0%	
	\$ 3,330,432	\$ 2,707,157	\$ 2,714,690	\$ 2,674,553	98.8%	
<b>MOBILE MATERIALS</b>						
Fuels & Lubricants	\$ 835,509	\$ 923,560	\$ 539,653	\$ 915,027	99.1%	
Tires & Tubes	\$ 130,000	\$ 152,441	\$ 89,680	\$ 152,441	100.0%	
Body/Upholstery Supplies	\$ 7,500	\$ 5,458	\$ 9,161	\$ 5,458	100.0%	
Revenue Vehicle Parts	\$ 533,885	\$ 623,612	\$ 494,696	\$ 623,919	100.0%	
Inventory Adjustment	\$ -	\$ -	\$ 59,126	\$ (47,447)		See Note 15
	\$ 1,506,894	\$ 1,705,071	\$ 1,192,316	\$ 1,649,399	96.7%	

**CONSOLIDATED OPERATING EXPENSE**  
**JUNE 2000**

	FY 99-00 Final Budget	FY 99-00 Revised Budget	FY 98-99 Expended YTD	FY 99-00 Expended YTD	% Ex YTD of Budget	
<b>OTHER MATERIALS</b>						
Postage & Mailing/Freight	\$ 16,267	\$ 17,212	\$ 16,314	\$ 14,599	84.8%	
Printing	\$ 94,880	\$ 91,568	\$ 83,157	\$ 91,360	99.8%	
Office/Computer-Supplies--	\$ 56,009	\$ 65,675	\$ 67,318	\$ 66,131	100.7%	See Note 16
Safety Supplies	\$ 14,462	\$ 17,019	\$ 15,544	\$ 16,718	98.2%	
Cleaning Supplies	\$ 58,166	\$ 71,344	\$ 58,525	\$ 69,587	97.5%	
Repair & Maint Supplies	\$ 58,896	\$ 67,296	\$ 79,105	\$ 75,817	112.7%	See Note 17
Parts, Non-Inventory	\$ 50,000	\$ 54,211	\$ 73,080	\$ 54,211	100.0%	
Tools/Tool Allowance	\$ 20,324	\$ 19,061	\$ 15,682	\$ 19,004	99.7%	
Photos/Mktg/Other Supplies	\$ 17,447	\$ 16,103	\$ 16,925	\$ 7,240	45.0%	
	\$ 386,451	\$ 419,489	\$ 425,650	\$ 414,667	98.9%	
<b>UTILITIES</b>						
	\$ 244,245	\$ 291,824	\$ 253,895	\$ 265,263	90.9%	
<b>CASUALTY &amp; LIABILITY</b>						
Insurance - Prop/PL & PD	\$ 137,000	\$ 138,835	\$ 108,643	\$ 119,291	85.9%	
Settlement Costs	\$ 100,000	\$ 100,000	\$ 75,283	\$ 43,640	43.6%	
Repairs to Prop	\$ 11,750	\$ 11,500	\$ (43,720)	\$ (14,533)		See Note 18
Prof/Other Services	\$ 10,500	\$ 46,500	\$ 13,303	\$ 38,914	83.7%	
	\$ 259,250	\$ 296,835	\$ 153,509	\$ 187,312	63.1%	
<b>TAXES</b>						
	\$ 36,601	\$ 36,640	\$ 35,262	\$ 33,890	92.5%	
<b>MISC EXPENSES</b>						
Dues & Subscriptions	\$ 44,389	\$ 42,514	\$ 36,009	\$ 37,125	87.3%	
Media Advertising	\$ 46,200	\$ 45,106	\$ 9,841	\$ 28,893	64.1%	
Employee Incentive Program	\$ 12,000	\$ 12,000	\$ 9,299	\$ 12,234	102.0%	See Note 19
Training	\$ 43,500	\$ 25,400	\$ 23,001	\$ 24,555	96.7%	
Travel & Local Meetings	\$ 57,825	\$ 63,633	\$ 46,086	\$ 58,106	91.3%	
Other Misc Expenses	\$ 13,400	\$ 12,050	\$ 11,988	\$ 11,980	99.4%	
	\$ 217,314	\$ 200,703	\$ 136,224	\$ 172,893	86.1%	
<b>OTHER EXPENSES</b>						
Interest Expense	\$ -	\$ -	\$ -	\$ -	0.0%	
Leases & Rentals	\$ 483,187	\$ 517,565	\$ 412,337	\$ 500,532	96.7%	
Service Reserve	\$ 150,000	\$ 150,000	\$ -	\$ -	0.0%	
Transfer to Capital	\$ 300,000	\$ 431,886	\$ 230,311	\$ 430,308	99.6%	
Pass Through Programs	\$ 450,000	\$ 450,000	\$ 76,397	\$ -	0.0%	
	\$ 1,383,187	\$ 1,549,451	\$ 719,045	\$ 930,840	60.1%	
<b>Total Operating Expense</b>	<b>\$ 25,867,000</b>	<b>\$ 26,548,000</b>	<b>\$ 22,286,185</b>	<b>\$ 24,202,435</b>	<b>91.2%</b>	

**MONTHLY REVENUE AND EXPENSE REPORT  
FY 99-00 CAPITAL IMPROVEMENT PROGRAM**

	<b>Revised Program Budget</b>	<b>Expended in June</b>	<b>YTD Expended</b>
<b><u>CAPITAL PROJECTS</u></b>			
Consolidated Operating Facility	\$ 6,690,000	\$ 40,856	\$ 332,313
Jrban Bus Replacement (CO)	\$ 220,771		\$ 15,048
Jrban Bus Replacement (10)	\$ 3,290,694		\$ -
Highway 17 Buses	\$ 55,600		\$ 93,110
ADA Paratransit Vehicles (7))	\$ 300,000		\$ -
Bus Rehabilitation Project (10)	\$ 1,340,453	\$ 236,741	\$ 1,261,827
Yield Signs for Buses	\$ 33,000		\$ -
Bus Stop Improvement Program	\$ 193,400		\$ 118,822
Farebox Replacement	\$ 1,000,000		\$ -
MIS Computer System (CO)	\$ 410,000	\$ 13,923	\$ 150,048
Talking- Bus - TDA	\$ 8,000		\$ 7,519
Benches with Bike Rack - UCSC	5 16,000		\$ 8,429
Benches with Bike Rack - MBUAPCD	\$ 15,000		\$ -
Radio Replacement	\$ 87,000	\$ 11,000	\$ 82,085
SVTC Construction (CO)	\$ 28,000	\$ 9,472	\$ 10,147
Metro Center Repairs (CO)	\$ 32,900	\$ 5,597	\$ 18,366
Facilities Repairs & Improvements	\$ 22,475		\$ 3,587
Facilities Repairs & Imp (CC)	\$ 63,840		\$ 48,597
Machinery/Equipment Repair/Impr	\$ 71,250		\$ 25,702
Non-Rev Vehicle Replacement (3)	\$ 85,000		\$ -
Non-Rev Vehicle Repl - Bi-fuel (5)	\$ 155,000		\$ 99,473
Off ice Equipment	\$ 9,000		\$ 3,871
<b>Total Capital Program Expense</b>	<b>\$ 14,127,383</b>	<b>\$ 317,589</b>	<b>\$ 2,278,943</b>
<b><u>CAPITAL FUNDING SOURCES</u></b>			
	<b>Revised Budget</b>	<b>Received in June</b>	<b>YTD Received</b>
Federal Capital Grants	\$ 9,889,469	\$ 370,116	\$ 831,240
State Capital Grants	\$ 350,000	\$ 136,608	\$ 178,220
STA Funding	\$ 781,410	\$ 227,019	\$ 617,724
Local Capital Grants	\$ 99,000	\$ -	\$ 6,000
Transfer from Operating Budget-t	\$ 434,492	\$ -	\$ 434,492
Interest Income	\$ 75,000	\$ -	\$ 75,000
District Reserves	\$ 2,498,012	\$ -	\$ 136,267
		-	
<b>Total Capital Funding</b>	<b>\$ 14,127,383</b>	<b>\$ 733,743</b>	<b>\$ 2,278,943</b>

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
NOTES TO REVENUE AND EXPENSE REPORT**

1. Passenger fares (**farebox** and pass sales) are \$39,757 or 1.3% over the revised budget amount for the year. Paratransit fares are \$6,148 or 3.1% over the budgeted amount for the year. Special transit fares (contracts) are \$56,115 or 3.4% under the budgeted amount for the year. UCSC revenue is \$33,617 under the budgeted amount for the year and \$43,902 over the previous year's total. Cabrillo College revenue is \$19,550 under the budgeted amount and \$717 under the total for the previous year. Purchased transportation revenue/Highway 17 Express revenue is \$42,113 or 5.3% under the budgeted amount for the year. Together, all four passenger revenue accounts are under the revised budget amount for the fiscal year by a net \$52,323 or 0.9%.
2. Interest income is \$68,983 or 9% over the budgeted amount for the year, due to a higher treasury balance than projected.
3. Sales tax income is \$735,412 or 5.3% over budget for the fiscal year. Sales tax receipts are up 10.8% over the same period one year ago, compared to a projected increase of 5.4% in the revised budget.
4. State **guideway** funding is budgeted as a pass-through program for the Santa Cruz County Regional Transportation Commission, for which there was no activity during the fiscal year.
5. Other State funding is over budget by \$63,993 as a result of the final OES payment for the 1989 Loma Prieta earthquake. No funding had been budgeted from that source in the current fiscal year.
6. Section 5303 FTA operating assistance for planning studies is under budget by \$39,985 since the planning update was not completed. This document will be prepared in the next fiscal year and the funds carried forward.
7. Information Technology personnel expenses are at 101.2% of the budget (\$2,466 over budget) due to **cashout** of accumulated vacation time.
8. Operations non-personnel expense is at 103% of the budget (\$18,683 over budget) due to higher costs for security services for revenue collection than budgeted.
9. The annual adjustment for incurred workers' compensation appears here. Estimated **future** workers' compensation liability has been reduced by \$39,392.
10. Operator wages are at 101.4% of the budget (\$68,228 over budget) primarily as a result of higher point costs than projected.
11. Operator overtime is at 114.1% of the budget (\$94,543 over budget) due to higher unscheduled overtime than projected.



12. Other overtime is at 110.8% of the budget (\$29,813 over budget) due to high overtime in Operations as a result of Transit Supervisor absences. Total payroll for non-Operators is within budget.
13. State disability insurance is at 133.8% of the budget (\$13,129 over budget) due to additional hiring and turnover, as well as a large increase in the taxable wage cap. However, unemployment insurance, the other payroll tax, is \$24,099 under budget.
14. Security services expense is at 120.4% of the budget due to unbudgeted security services required at the **Scotts** Valley Transit Center, the inclusion of the June 1999 billing in the current fiscal year and higher costs for revenue collection than budgeted.
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. Office supplies are at 100.7% of the budget (\$456 over budget) due to overruns in several departments.
17. Repair and maintenance supplies are at 112.7% of the budget (\$8,521 over budget) due to overruns in Facilities Maintenance.
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.
19. Employee incentive program expense is at 102% of the budget (\$234 over budget) due to higher costs for service awards than budgeted.

**FY 99-00 BUDGET TRANSFERS**  
**7/1/00 - 7/31/00**

	ACCOUNT #	ACCOUNT TITLE	AMOUNT
<b>TRANSFER # 00-I 03</b>			
TRANSFER FROM:	4100-504011	Fuels & Lubricants	\$ (80)
TRANSFER TO:	4100503352	Equipment Repair - Outside	\$ 80
REASON:	To repair typewriter for Fleet Maintenance.		
<b>TRANSFER # 00-I 04</b>			
TRANSFER FROM:	4100502251	DMV Medical Exams	\$ (41)
TRANSFER TO:	4100-509125	Local Meeting Expense	\$ 41
REASON:	To cover local meeting expense in Fleet Maintenance.		
<b>TRANSFER # 00-I 05</b>			
TRANSFER FROM:	1100-509123	Travel	\$ (225)
TRANSFER TO:	1100-509011	Dues & Subscriptions	\$ 225
REASON:	To cover account overrun in Admin.		
<b>TRANSFER # 00-I 06</b>			
TRANSFER FROM:	1100-509123	Travel	\$ (265)
TRANSFER TO:	1100504311	Office Supplies	\$ 265
REASON:	To cover account overrun in Admin.		
<b>TRANSFER # 00-I 07</b>			
TRANSFER FROM:	1300-509081	Advertising - Promotion	\$ (1,094)
TRANSFER TO:	1300-503031	Professional/Technical	\$ 1,070
	1300507201	Licenses & Permits	\$ 24
			<u>\$ 1,094</u>
REASON:	To cover account overruns in Marketing & Planning.		
<b>TRANSFER # 00-I 08</b>			
TRANSFER FROM:	1700-503033	Legal Services	\$ (352)
TRANSFER TO:	1700-503031	Prof/Tech Services	\$ 300
	1700-504311	Off ice Supplies	\$ 52
			<u>\$ 352</u>
REASON:	To cover account overruns in the Legal Department.		

**FY 99-00 BUDGET TRANSFERS  
7/1/00 - 7/31/00**

	ACCOUNT #	ACCOUNT TITLE	AMOUNT
<b>TRANSFER # 00-109</b>			
TRANSFER FROM:	4100-502251	DMV Medical Exam	\$ (828)
	4100-502253	DMV License Renewal	\$ (92)
	4100-502999	Other Fringe Benefits	\$ (162)
	4100-503031	Prof/Tech Services	\$ (1,110)
	4100-503162	Uniforms & Laundry	\$ (1,512)
	4100-503352	Equipment Repair - Out	\$ (10,310)
	4100-503354	Other Vehicle Repair - Out	\$ (15,408)
	4100-504161	Body Shop Supplies	\$ (477)
	4100-504205	Freight Out	\$ (805)
	4100-504211	Postage & Mailing	\$ (235)
	4100-504215	Printing	\$ (1,579)
	4100-504217	Photo Supplies/Processing	\$ (534)
	4100-504317	Cleaning Supplies - Vehicles	\$ (2,989)
	4100-504319	Custodial Supplies	\$ (1,340)
	4100-504511	Small Tools	\$ (577)
	4100-504515	Employee Tool Replacement	\$ (986)
	4100-505031	Telecommunications	\$ (2,730)
	4100-507201	Licenses & Permits	\$ (35)
	4100-509011	Dues & Subscriptions	\$ (80)
	4100-509101	Incentive Program	\$ (195)
	4100-509123	Travel Expenses	\$ (246)
	4100-512061	Equipment Rental	\$ (1,755)
			<u>\$ (43,985)</u>
TRANSFER TO:	4100-503041	Temp Help	\$ 1,427
	4100-503222	Legal Ads	\$ 55
	4100-503353	Rev Vehicle Repair - Out	\$ 3,262
	4100-504011	Fuels & Lubes	\$ 2,581
	4100-504012	Fuels & Lubes - Revenue Vehicles	\$ 3,357
	4100-504021	Tires & Tubes	\$ 6,799
	4100-504181	Upholstery Supplies	\$ 1,285
	4100-504191	Revenue Vehicle Parts	\$ 22,894
	4100-504311	Off ice Supplies	\$ 298
	4100-504315	Safety Supplies	\$ 316
	4100-504421	Non-Inventory Parts	\$ 1,711
			<u>\$ 43,985</u>
REASON:	To cover account overruns in Fleet Maintenance.		

**TRANSFER # 00-I 10**

TRANSFER FROM:	3200-503171	Security Services	\$ (40,000)
TRANSFER TO:	2500-503171	Security Services	\$ 40,000
REASON:	To correct department for shared police office at Metro Center.		

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** August 11, 2000

**TO:** Board of Directors

**FROM:** Margaret Gallagher, District Counsel

**SUBJECT: CONSIDER AUTHORIZATION FOR GENERAL MANAGER TO EXECUTE WATSONVILLE TRANSIT CENTER LEASE AGREEMENT WITH ALI GHARAHGOZLOO D/B/A TRANSMART FOR SPACE IN BUILDING FOR CONVENIENCE STORE AND JANITORIAL, MAINTENANCE AND ON-SITE MANAGER DUTIES**

## I. RECOMMENDED ACTION

**Authorize General Manager to execute a Watsonville Transit Center Lease Agreement with Ali Gharahgozloo d/b/a Transmart for space in the building for a convenience store and janitorial, maintenance and on-site manager duties**

## II. SUMMARY OF ISSUES

- Ali Gharahgozloo has operated the Transmart Convenience Store at the Watsonville Transit Center since the opening of the Center. He has also been responsible for the janitorial, maintenance and on-site manager duties.
- At this time Mr. Gharahgozloo would like to continue to lease the store space as well as provide the janitorial, maintenance and on-site manager duties.
- David Konno, the Manager of Facilities Maintenance, issued a Request for Proposal regarding the lease space. Mr. Gharahgozloo was the only one to respond. Additionally, Mr. Konno sought bids for the maintenance portion of the lease agreement. Only one other bid was received.

## III. DISCUSSION

Ali Gharahgozloo has operated the Transmart Convenience Store at the Watsonville Transit Center since the opening of the Center. He has also been responsible for the maintenance and the on-site manager duties. Mr. Gharahgozloo has been required to keep the entire Center clean and free from debris. Additionally, he is required to have a responsible adult on-site at any time that the Center is open. Mr. Gharahgozloo has for the most part fulfilled these obligations. At one point during the past lease term complaints were being received regarding the cleanliness of the Center. Mr. Gharahgozloo accepted the criticism and attempted to perform the janitorial duties in a more thorough fashion. According to David Konno, the Facilities Maintenance Manager, complaints have been minimal since that time.

The Mr. Gharahgozloo's Transmart lease is set to expire on September 30, 2000. Mr. Gharahgozloo operates a convenience store in a space inside the terminal building. The Facilities Maintenance Manager issued a Request for Proposals and only received interest from Mr. Gharahgozloo. Mr. Gharahgozloo wishes to lease the space for \$1100 per month. He had previously been leasing the space for \$1100. The leased space is approximately 450 square feet.

Additionally, Mr. Konno sought bids for the janitorial and maintenance portion of the lease agreement. He received a bid from AMPAC in the amount of \$2400 per month. This bid did not include the on-site management duties. Mr. Gharahgozloo wants \$3200 per month for the janitorial, maintenance and on-site management duties. Therefore, the actual cost to the Transit District would be \$2100 per month. (\$3200-\$1100).

Any agreement with Mr. Gharahgozloo could only be for a maximum period of 5 years in order to comply with federal law.

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

For the maintenance and on-site management duties the Transit District will pay \$3200 per month and will receive \$1100 in rent per month.

#### **V. ATTACHMENTS**

**Attachment A: List on-site management duties for the Watsonville Transit Center**

**Attachment B: List of Maintenance Duties for the Watsonville Transit Center**

## **General Description of Services to be Provided by On-Site Manager Attachment A**

### **Specific Types of Services to be Provided by Tenant:**

Greyhound Lines, inc. franchise (or agency) including ticket, baggage and freight and tour booking services

Bilingual (English and Spanish) public transit information and ticket sales and support services This may be provided in conjunction with Greyhound franchise.

Janitorial and maintenance services

### **General Description of Operations, Maintenance Services to be Provided by On-Site Manager:**

Open at 7:00am and close at 9:00pm the terminal facility.

Provide public transit information, ticketing and support services. Support services include, but are not limited to, lost and found, stocking and maintenance of change machine, opening and closing of trash enclosure for collection access, assuring operating availability of public telephones

Indoor and outdoor janitorial services

Facility and equipment maintenance.

Landscape maintenance.

Maintenance of stock janitorial supplies.

Maintenance of stock of restroom supplies.

### **Minimum Staffing Required of On-Site Manager**

Following is a minimum staffing requirement to be maintained by Tenant. Requirement may be met by employees of the Tenant, subtenants of separate subcontractors of the Tenant. Several functions may be performed by the same person where not in conflict with the staffing requirements described below:

- A) One person-equivalent present at all times between 7:00 a.m. and 9:00 p.m. seven days a week to perform the duties required under this Agreement, described more specifically herein.

Within the above parameters, the following staffing requirements apply:

- B) One person-equivalent present between 7:00 a.m. and 6:00 p.m. five days a week, Monday through Friday, to perform public transit information and ticket sales, and at such times during the weekend as prescribed by Greyhound.
- C) Number of person-equivalent(s) necessary to perform the janitorial, maintenance, and other support functions to acceptable levels.
- D) Number of trained back-up person equivalent(s) necessary to assure coverage to meet above needs during absences of regular staff members including vacation, sick leave, and employee breaks.
- E) One on-site supervisor providing staff supervision, quality control at a minimum of 2 hours per day, seven days a week.
- F) One individual serving as the Tenant designated "single responsibility" person to whom Customer/District complaints can be directed during the times listed in Section A above, who has the authority and capacity to rectify problems.
- G) Qualified individual providing the required property management administration.

**Public Transit Information, Ticket Sales, and Support Services to be Provided by On-Site Manager:**

1. Unlock and open the terminal building every day for use by the public at 7:00 a.m. Close and lock the terminal building to the public at 9:00 p.m. Open and close trash enclosure daily for access by city collection services.
2. Maintain public restrooms open to the public from 7:00 a.m. to 9:00 p.m. every day. Restrooms may be closed temporarily for cleaning and maintenance. Hours of operation may be longer if required by restaurant operation.
3. Provide trained person, from 7:00 a.m. to 6:00 p.m. Monday through Friday, excluding District operating holidays, to answer questions and assist the public with information about public transit services provided by Santa Cruz Metropolitan Transit District, Monterey-Salinas Transit, and Greyhound Lines, Inc. The person providing services must be able to speak and understand both Spanish and English. In addition, this person shall assist with the distribution or printed public information and sell tickets and passes.

4. Tenant to enter into "Independent Contractor Agreement" with Greyhound Lines, Inc. to provide Greyhound agent services including ticket sales, baggage and package handling and sales, tour bookings, general information, and other requirements of "Independent Contractor Agreement." This agreement may be carried out by the same person as required in Section 3 above.
5. If, for any reason, the person providing the services described in Sections 3 and 4 above are determined to not be performing said services to the satisfaction of Landlord and Greyhound Lines, Inc. the person will be replaced with another person at not cost to the Landlord or Greyhound Lines, Inc.
6. In addition to services provided in Section 3 above, Tenant shall provide "lost and found" services. Said services shall involve the acceptance of items identified as lost on the transit systems serving the premises, the identification and safe storage of those items, the assistance in returning the items when requested by the loser, and the turning over to the Landlord for further disposition of items held more than thirty (30) days. The "lost and found" operation shall conform to District standards and practices. This may be carried with the same person as required in Section 3 above.
7. In addition to services provided in Section 3 above, Tenant shall stock and assure proper operation of change machine provided by Landlord. This may be carried out with the same person as required in Section 3 above.
8. In addition to services provided in Section 3 above, Tenant shall monitor the operation of the information phone if and when installed by Landlord in the lobby and pay phones provided throughout the premises. In the event that they are not operating properly the malfunction shall be reported to the telephone company. This may be carried out with the same person as required in Section 3 above.
9. All persons providing customer services described in Sections 3, 4, 5, 6, and 7 above must be properly trained and demonstrate competence and customer sensitivity in the tasks required.

Landlord will provide, if indicated by Tenant that there is a need, at no charge to the Tenant, mandatory initial orientation and agent training to the person(s) providing the services in Sections 3, 4, 6, and 7 above. Training will include customer relations techniques, route and schedule familiarization, sensitivity, fare policies, ticket sales procedures, money handling requirements, TDD operations, ADA requirements, lost and found policies, emergency procedures and other special requirements. Thereafter Tenant will be responsible to continue to provide training in accordance with these requirements.



Landlord will provide complete mandatory refresher orientation once per year to update Tenant staff on operating information, policies and procedures.

Tenant shall pay the salaries and associated costs of its employees being trained by the Landlord.

One or more of Tenant's staff shall become trainer(s) of future staff.

In addition to the initial training and annual refresher training Landlord will provide up to two orientation sessions per year at no cost to the Tenant. Exact times of these training sessions to be arranged mutually by the Tenant and the Landlord.

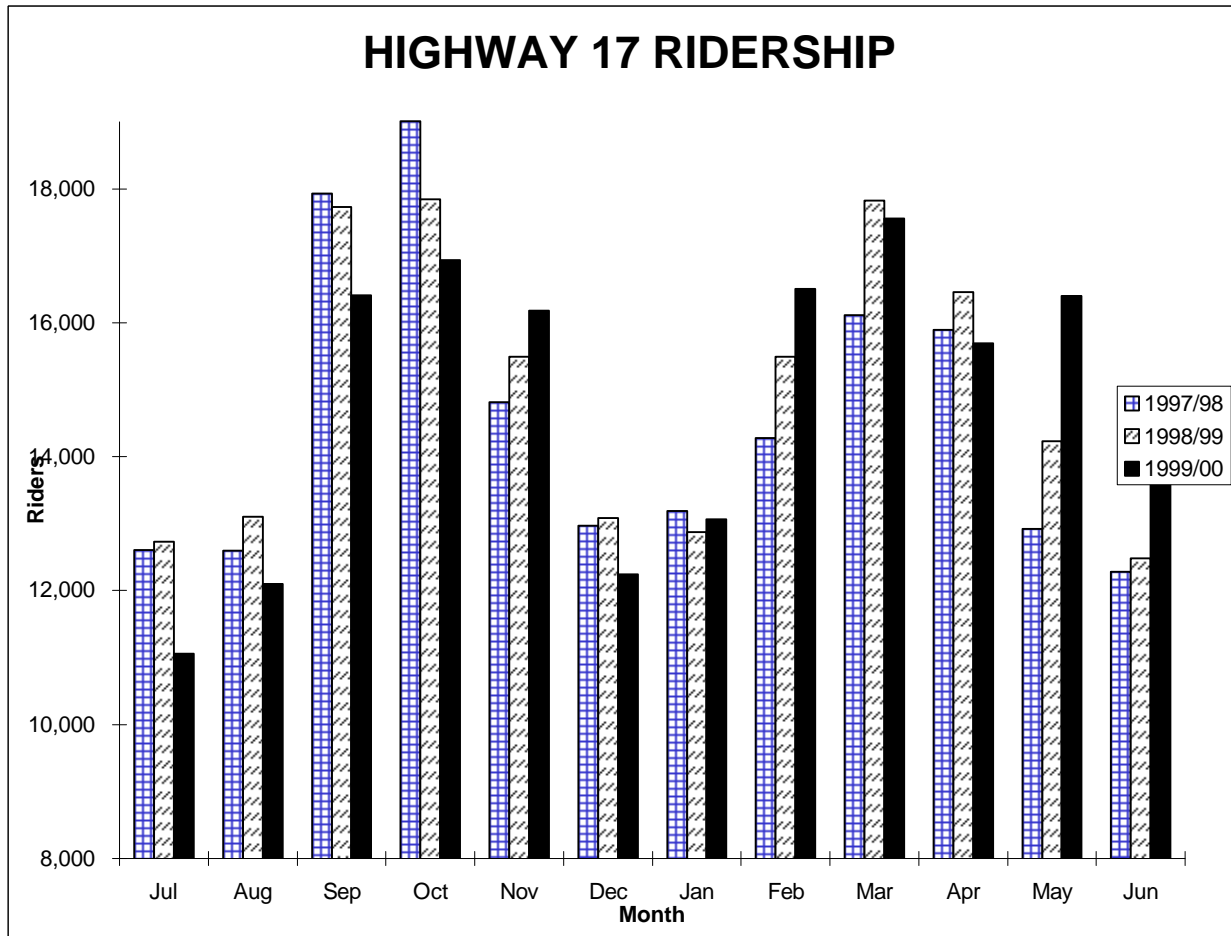
The foregoing does not include training in the requirements of Greyhound Lines, Inc. and Monterey-Salinas Transit. Tenant shall arrange training for those functions with the appropriate organization.

## WATSONVILLE TRANSIT CENTER MAINTENANCE DUTIES

- (1) Clean restrooms [minimum of four times daily - 8am/11am/4pm/7pm].  
Keep restrooms in an orderly and clean state.**
- a) Clean and sanitize toilets and sinks.
  - b) Provide and stock restroom supplies as needed.
  - c) Clean fixtures (e.g., hand dryer, trash receptacles).
  - d) Empty trash receptacles and women's sanitary napkin container.
  - e) Scrub and sanitize walls. Remove mold from tiles.
  - f) Clean mirrors.
  - g) Sweep and mop floors whenever necessary.
  - h) Scrub doors and partitions and polish metal surfaces.
  - i) Scrub entry doors and adjacent areas.
  - j) Remove all graffiti immediately. If unable to remove, report to Facilities Maintenance (see 4(c)).
- (2) Keep public Transit Center lobby in an orderly and clean state.**
- a) Empty trash receptacles **[minimum two times daily - 11am/7pm]**.
  - b) Spot mop floor (use "Wet Floor" signs as necessary).
  - c) Safety-check auto doors.
  - d) Remove all graffiti and posters from lobby.
  - e) Clean interior glass and doors.
  - f) Clean interior ledges.
  - g) Clean benches, tables, and chairs.
  - h) Sanitize public conveniences, e.g., drinking fountains and pay phones.
- (3) Provide service to bus areas and parking lot area.**
- a) Empty parking lot trash cans and recycling cans **[minimum two times daily - 11am/7pm]**.
  - b) Make sure pedestrian areas are kept clean and safe.
  - c) Remove trash from landscaping and sidewalk areas **[minimum two times daily - 8am/4pm]**.
  - d) Clean and wash down sidewalk area around facility **[minimum two times weekly, and as needed to maintain cleanliness - in evenings]**. Steam cleaning or pressure washing preferred.
- (4) Other**
- Report any of the following to Facilities Maintenance at 426-6080. Leave a message if calling when the office is closed.**
- (a) See that all doors to facility, clocks, and lighting are functioning properly. Contact the Facilities Department if there are any problems.
  - (b) Make sure all trash receptacles are clean and in good condition; report all damage.
  - (c) **Report immediately** any vandalism, or any graffiti that can not be removed from walls, benches, or **signage**, including the bus and public parking areas of the facility.

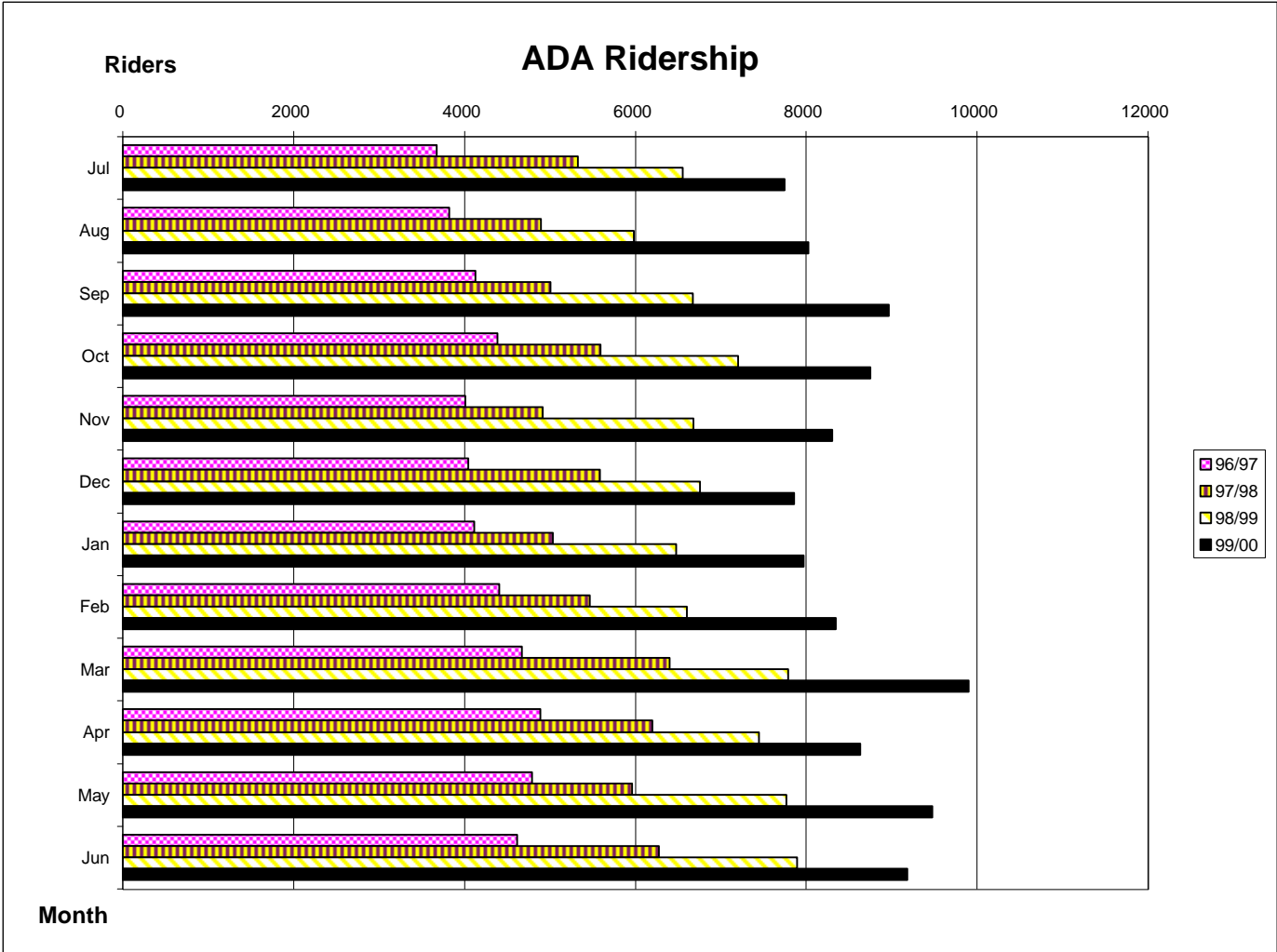
# HIGHWAY 17 - JUNE 2000

	JUNE			YTD		
	1999/00	1998/99	%	1999/00	1998/99	%
<b>FINANCIAL</b>						
Cost	\$ 102,970	\$ 79,066	30.2%	\$ 1,291,691	\$ 941,507	37.2%
Farebox	\$ 30,482	\$ 26,423	15.4%	\$ 411,611	\$ 413,699	(0.5%)
Operating Deficit	\$ 72,488	\$ 52,643	37.7%	\$ 854,595	\$ 500,397	70.8%
Santa Clara Subsidy	\$ 30,761	\$ 26,321	16.9%	\$ 379,195	\$ 250,198	51.6%
METRO Subsidy	\$ 41,727	\$ 26,321	58.5%	\$ 596,920	\$ 250,198	138.6%
San Jose State Subsidy	\$ -	\$ -		\$ 25,485	\$ 27,411	(7.0%)
<b>STATISTICS</b>						
Passengers	14,300	12,481	14.6%	178,445	179,353	(0.5%)
Revenue Miles	32,918	32,918	0.0%	383,040	384,536	(0.4%)
Revenue Hours	1,280	1,280	(0.0%)	14,897	14,955	(0.4%)
<b>PRODUCTIVITY</b>						
Cost/Passenger	\$ 7.20	\$ 6.33	13.7%	\$ 7.24	\$ 5.25	37.9%
Revenue/Passenger	\$ 2.13	\$ 2.12	0.7%	\$ 2.31	\$ 2.31	0.0%
Subsidy/Passenger	\$ 5.07	\$ 4.22	20.2%	\$ 4.93	\$ 2.94	67.6%
Passengers/Mile	0.43	0.38	14.6%	0.47	0.47	(0.1%)
Passengers/Hour	11.17	9.75	14.6%	11.98	11.99	(0.1%)
Recovery Ratio	29.6%	33.4%	(11.4%)	31.9%	43.9%	(27.5%)



**ADA Paratransit Program  
Monthly Status Report**

	This June	Last June	% Change	This YTD	Last YTD	% Change
Cost	\$ 203,168	\$ 175,669	15.7%	\$2,261,735	\$ 1,808,830	25.0%
Revenue	\$18,346	\$15,766	16.4%	\$206,148	\$167,508	23.1%
Subsidy	\$184,822	\$159,903	15.6%	\$2,055,587	\$1,641,322	25.2%
Passengers	9,173	7,883	16.4%	103,074	83,754	23.1%
Cost/Ride	\$22.15	\$22.28	-0.7%	\$21.94	\$ 21.60	1.8%
Subsidy/Ride	\$20.15	\$20.28	-0.7%	\$19.94	\$19.60	1.8%
Operating Ratio	9.0%	9.0%	0.6%	9.1%	9.3%	-1.6%
% Rides on Taxi	69.1%	71.0%	-2.7%	70.9%	72.4%	-2.1%
Program Registrants	7,500	6,037	24.2%	7,500	6,037	24.2%
Rides/Registrant	1.2	1.3	-6.3%	13.7	13.9	-0.9%



## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: August 9, 2000

TO: Board of Directors of the Santa Cruz Metropolitan Transit District

FROM: Margaret Gallagher, District Counsel

SUBJECT: Notification Of Actions Taken In Closed Session Regarding The Following Claims On The Dates Indicated:

1. Settlement with Shannon McCord	4-21-00
2. Settlement with Vernon Dixon	5-19-00
3. Settlement with Farmer's Insurance	6-16-00
4. Settlement with Cathy Pescale	7-1-00

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### **1. Settlement with Shannon McCord**

On April 21, 2000, during a closed session, the Board of Directors authorized a personal injury settlement in the amount of \$3,686.89 with Shannon McCord. Directors Ainsworth, Almquist, Beautz, Fitzmaurice, Gabriel, Keogh & Rios approved the settlement. Directors Arthur, Beiers, Hinkle and Rotkin were absent. In accordance with these instructions, a full personal injury release was prepared which was executed by Ms. McCord and a District warrant in the amount of \$3,686.89 was forwarded to her.

### **2. Settlement with Vernon Dixon**

On May 19, 2000, during a closed session, the Board of Directors authorized a settlement with Vernon Dixon in the amount of \$57.00 for the repair of his glasses. Directors Ainsworth, Almquist, Beautz, Beiers, Fitzmaurice, Gabriel, Hinkle, Keogh, Rios & Rotkin approved the settlement. Director Arthur was absent. In accordance with these instructions, a full personal injury release was prepared which was executed by Mr. Dixon and a District warrant in the amount of \$57.00 was forwarded to him.

### **3. Settlement with Farmer's Insurance and Richard Camperud d/b/a Courtesy Cab**

On April 21, 2000, during the open session, the Board of Directors authorized a property damage settlement for damages rendered to a Transit District owned paratransit van in the amount of \$14,542.20. (The van had been leased to Richard Camperud for operation in the Transit District's paratransit program.) Thereafter, during a closed session on June 16, 2000, the settlement was amended to include receipt of \$600 from Mr. Camperud in exchange for the totaled van and a full release of liability on the paratransit lease agreement. The amount owed by Farmer's Insurance Company was reduced by \$600. Directors Ainsworth, Almquist, Beutz, Fitzmaurice, Gabriel, Hinkle, Keogh, Rios, and Rotkin approved the settlement. Directors Arthur, and Beiers were absent. The District received \$13,957.20 from Farmer's Insurance Company and \$600 from Richard Camperud. Mr. Camperud received title to the totaled paratransit van.

### **4. Settlement with Cathy Pescale**

On July 16, 2000, during a closed session, the Board of Directors authorized a personal injury settlement in the amount of \$6,846.36 with Cathy Pescale. Directors Ainsworth, Arthur, Beiers, Fitzmaurice, Gabriel, Hinkle, Keogh, Rios and Rotkin approved the settlement. Directors Almquist and Beutz were absent. In accordance with these instructions a full personal injury release was prepared which was executed by Ms. Pescale and a District warrant is being prepared for her.

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** August 11, 2000  
**TO:** Board of Directors  
**FROM:** Mark Dorfman, Assistant General Manager  
**SUBJECT: CONSIDERATION OF CHANGE OF LOCATION FOR SEPTEMBER 15, 2000 BOARD MEETING**

## I. RECOMMENDED ACTION

**Approve the change of location for the September 15, 2000 Board Meeting**

## II. SUMMARY OF ISSUES

- The second Board of Directors Meeting each month is held at the City Hall Council Chambers located at 809 Center Street, Santa Cruz.
- Due to demolition of the old Santa Cruz Police Department located behind City Hall, equipment noise would interfere with the September 15 Board Meeting proceedings.
- The **Board of Supervisors Chambers, located at 701 Ocean Street, Room 525**, is available at the appropriate date and time for the September 15 Board Meeting.

## III. DISCUSSION

Due to notification by the Santa Cruz City Clerk of planned demolition of the old Santa Cruz Police Department, District Staff was advised to find an alternate location for the September 15, 2000 Board of Directors Meeting. After approaching the Santa Cruz Public Library and the Santa Cruz Police Department, and being advised that these locations are not available for the time and date of the September 15 Board Meeting, Director Almquist secured the Board of Supervisors Chambers.

## IV. FINANCIAL CONSIDERATIONS

None

## V. ATTACHMENTS

None

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** August 11, 2000

**TO:** Board of Directors

**FROM:** Margaret Gallagher, District Counsel

**SUBJECT: CONSIDER AUTHORIZATION FOR GENERAL MANAGER TO ENTER INTO A LEASE AGREEMENT WITH THE CITY OF WATSONVILLE REDEVELOPMENT AGENCY FOR PROPERTY APN'S 17-011-51 AND 52 IN WATSONVILLE, CA FOR THE CONSTRUCTION, MAINTENANCE, AND OPERATION OF A TRANSIT ORIENTATED CHILD CARE AND APARTMENT COMPLEX CENTER**

## I. RECOMMENDED ACTION

**Authorize the general manager to enter into a lease Agreement with the City of Watsonville Redevelopment Agency for property APN's 17-011-51 and 52 in Watsonville, CA 95076 for the construction, maintenance, and operation of a transit orientated child care and apartment complex center**

## II. SUMMARY OF ISSUES

- On or about March 25, 1999, the City of Watsonville Redevelopment Agency expressed interest in acquiring the property located adjacent to the Watsonville Transit Center in Watsonville (APNs 17-011-51 and 52)
- The City of Watsonville Redevelopment Agency has been awarded grants from the Transit District and the Packard Foundation for analysis and construction of a child care center.
- The City of Watsonville Redevelopment Agency requested a lease of at least 60 years at a nominal amount in order to facilitate transit-related development on the site.

## III. DISCUSSION

In 1988, the Santa Cruz Metropolitan Transit District purchased APNs 17-011-51 and 52 from the Alexander family, lots believed to be necessary for the construction of the Watsonville Transit Center. According to a Board report written in late 1987, the property was to be used for "off-street parking for occupants and customers of the adjacent transit center." Additionally, the Alexander property was to serve as a park and ride lot to provide parking space for District bus passengers. The Alexander property was also to provide an important access route for District buses from the Transit Center to West Beach Street. According to the report, the acquisition of the West Beach access route would help mitigate traffic impacts, streamline operations, and increase routing, parking, and turning movement efficiency. The property was also to provide expansion space for four layover buses. The additional space was thought to be helpful when the



new transit center opened, and would become critical in future years if Watsonville routing and operations expanded.

The Board of Directors actually adopted a Resolution of Necessity to commence eminent domain proceedings to acquire the property in December 1987. A Complaint in Eminent Domain was filed on January 1988. A settlement of the eminent domain proceedings was negotiated in August of 1988 and the property was purchased with State (\$131,000) and local funds for \$400,000.

The Alexander property was never turned into a park and ride lot or a customer parking lot. In fact, in April 1999, the Board of Directors declared the property to be surplus. At that time the staff was directed to consider whether leasing the property was advantageous to the Transit District.

The City of Watsonville Redevelopment Agency has expressed an interest in acquiring this property located adjacent to the Watsonville Transit Center. The Agency has received various grants to develop a transit orientated child care and apartment complex center. The Agency has asked that the if a ground lease is utilized for the transfer that is be for a minimum of sixty years and at a nominal rate. At this time District staff is investigating the feasibility and legality of complying with the agency's requests.

The Agency/City of Watsonville has recently performed a Phase I Environmental Study on the property and determined that the ground water and the soil are not contaminated. They did discover a metal object beneath the soil. They asked for and received permission to further investigate the object.

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

If the lease agreement is entered into the Transit District would receive a \$1.00 a year. The concept is to have the tenants of the new facility utilize the Transit District's transit service so the District should also receive an increase in ridership.

#### **V. ATTACHMENTS**

**Attachment A:** Letter dated March 25, 1999 from Janet R. Davison, Housing and Economic Development Director

**Attachment B:** Letter dated March 27, 2000 from Carlos Palacios, Executive Director, City of Watsonville

**Attachment C:** Map of the Area showing the subject property.

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** August 11, 2000  
**TO:** Board of Directors  
**FROM:** Bryant J. Baehr, Manager of Operations  
**SUBJECT:** CONSIDERATION OF ADDITIONAL ROUTE 71 SERVICE

## I. RECOMMENDED ACTION

**Staff is recommending that the General Manager be authorized to add additional AM trips to the Route 71 on a test basis to ease overcrowding.**

## II. SUMMARY OF ISSUES

- Several Route 71 trips are experiencing passenger loads that exceed the capacity of the bus. Overcrowding has become a consistent issue on early morning trips departing the Watsonville Transit Center to Santa Cruz.
- Staff is recommending that the District add four (4) additional AM trips to ease the overcrowding.
- The additional Route 71 trips would start on August 28, 2000 and continue through December 06, 2000.
- Staff will present a report to the Board of Directors prior to December 06, 2000 detailing the effectiveness of the additional trips and a recommendation.

## III. DISCUSSION

Recently there have been several Route 71 weekday AM trips originating in Watsonville that have experienced passenger loads that exceed the capacity of the bus. Passengers, who could not board the bus due to overcrowding, have a wait time of 30 minutes for the next bus.

Staff is recommending that the District add additional weekday trips on a test basis to ease the overcrowding. The proposed additional trips departing the Watsonville Transit Center are:

6:55am – 7:25am – 7:55am – 8:25am

These additional trips will ease the overcrowding on the Route 71 weekday morning. They will also allow the District's customers to pick a trip that may be more responsive to their travel needs.

Staff is recommending that these additional trips operate on a test basis from August 28<sup>th</sup> through December 06, 2000. Staff will report to the Board of Directors prior to December 06, 2000 concerning the effectiveness of the added trips.

### **III. FINANCIAL CONSIDERATIONS**

The four (4) additional Route 71 trips from August 28, 2000 through December 06, 2000 will cost approximately \$27,456 and this amount is within the service expansion budget approved by the Board of Directors.

### **IV. ATTACHMENTS**

**None**

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** August 18, 2000  
**TO:** Board of Directors  
**FROM:** Tom Stickel, Manager of Fleet Maintenance  
**SUBJECT: CONSIDERATION OF AWARD OF CONTRACT FOR FURNISHING ONE CNG PASSENGER VAN**

## **I. RECOMMENDED ACTION**

District staff is recommending that the Board authorize the General Manager to enter into a contract with Lasher Dodge for purchase of one (1) CNG Passenger Van.

## **II. SUMMARY OF ISSUES**

- The District has Air District Grant funding for purchase of alternative fuel vehicles.
- The Purchasing Office sent out an Invitation for Bid 00-02, and received responses from two firms to provide one CNG passenger van.
- It is requested that the Board approve this contract and authorize the General Manager to execute the necessary contract to procure this vehicle.

## **III. DISCUSSION**

On July 12, 2000, an Invitation for Bid, 00-02, was released for the purchase of one (1) CNG passenger van. Bids were mailed out to several vendors and legally advertised.

On August 10, 2000, bids were received and opened from two responsive bidders. They are: Lasher Dodge and S & C Ford. A summary of the bids received is enclosed as Attachment A. The recommended award is to Lasher Dodge in the amount of \$ 19,800.72.

## **IV. FINANCIAL CONSIDERATIONS**

The total cost of the vehicle requested is \$19,800.72. Grant funds are available for this purchase.

## **V. ATTACHMENTS**

**Attachment A:** Summary of bids received for IFB 00-02

**ATTACHMENT A**

**Summary of bids for IFB 00-02, CNG Passenger Van**

**Lasher Dodge of Sacramento, California**

**2001 Dodge 2500 Ram Wagon                      \$19,800.72**

**S & C Ford of San Francisco, California**

**2001 Ford E350 Club Wagon                      \$25,255.80**

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** August 11, 2000

**TO:** Board of Directors

**FROM:** Les White, General Manager

**SUBJECT: CONSIDERATION OF SHUTTLE SERVICE FOR THE CAPITOLA ART AND WINE FESTIVAL**

## I. RECOMMENDED ACTION

**The Board of Directors approve the request from the City of Capitola for the provision of a Shuttle Service for the Capitola Art and Wine Festival, with 67% of the cost to be paid for by the City of Capitola.**

## II. SUMMARY OF ISSUES

- On September 16 & 17, 2000 the Capitola Art and Wine Festival will be held.
- Traditionally, parking capacity for the Capitola Art and Wine Festival has been problematic.
- Last month the Capitola Chamber of Commerce requested Metro to provide 2 buses to provide shuttle services for the Art and Wine Festival on September 16 & 17, the Board of Directors denied this request.
- The cost to Metro to provide the requested service is estimated at \$2,750.
- This request is from the City of Capitola to provide this service.

## III. DISCUSSION

On June 13, 2000, the Capitola Chamber of Commerce transmitted a letter to me requesting free shuttle service for the Capitola Art and Wine Festival. The Festival is scheduled for September 16 & 17, 2000. It is anticipated that 30,000 people will attend the Art and Wine Festival. In previous years, parking for the Art and Wine Festival has been problematic; therefore, last month the Capitola Chamber of Commerce requested the provision of 2 full size accessible buses to be used for shuttle service from the Bank of America parking lot on 41<sup>st</sup> Avenue to Stockton Avenue in the Capitola Village. The cost to provide the service requested by the Capitola Chamber of Commerce is estimated to be approximately \$2,750.

The Board of Directors denied this request last month. This request is from the City of Capitola for the service. Metro has operated free shuttle service in the past, but has limited its participation to 23% of the estimated cost. This was done with the City of Watsonville and the City of Santa Cruz.

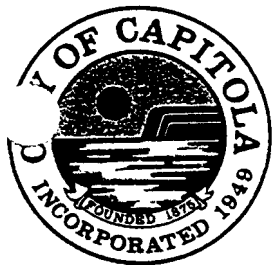
It is recommended that the Board authorize staff to work with the City of Capitola to provide this service subject to a limitation that the District not provide more than 23% of the cost for the service. Staff will be providing a suggested policy to the Board to handle these types of requests in the future.

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

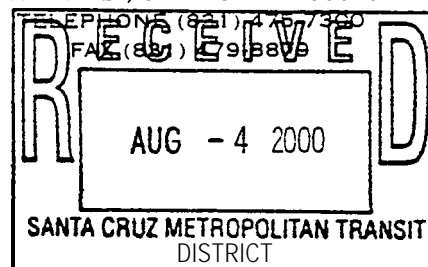
The cost to provide the Shuttle Service requested by the Capitola Chamber of Commerce for the Art and Wine Festival is estimated at \$2,750, the District share would not exceed 23% of the total cost.

#### **V. ATTACHMENTS**

Attachment A: Request Letter; City of Capitola



420 CAPITOLA AVENUE  
CAPITOLA, CALIFORNIA 95010



August 2, 2000

Mr. Les White  
Santa Cruz Metropolitan Transit District  
370 Encinal Street  
Santa Cruz, CA 95060

Dear Mr. White:

Plans are underway for the 18<sup>th</sup> Annual **Capitola Art & Wine Festival** to be held September 16 & 17<sup>th</sup>, 2000. Over 30,000 people attend the Festival every year and parking is very limited. The Santa Cruz Metropolitan Transit District is the only company that has large capacity **handicap-accessible** buses. The City of Capitola, in partnership with the **Capitola Chamber of Commerce**, is in need of your services.

We need two 41-seat handicap accessible buses for shuttle services from the Bank of America Parking Lot on 41<sup>st</sup> Avenue to Stockton Avenue in the **Capitola Village** both days of the Festival. Both buses would be in service from 9:30 a.m. to 9:00 p.m. on Saturday, September 16<sup>th</sup> and 9:30 a.m. to 7:00 p.m. on Sunday, September 17<sup>th</sup>. We would also like to provide **signage** for the buses that would advertise the "Free Festival Shuttle."

The City of **Capitola** would contract with the Santa Cruz **Metropolitan Transit District** for these services. Please place this item on your agenda for August 11<sup>th</sup>. We would like to know as soon as possible as we have advertising deadlines to meet.

In the meantime, would you please provide us with your rates so that we can budget accordingly. Thanks for your help and if you have questions, please contact me.

Sincerely,

Kathleen Molloy  
Interim City Manager

KM:pae

12-A-1



# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** August 11, 2000

**TO:** Board of Directors

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

**SUBJECT: CONSIDER A RESOLUTION AUTHORIZING STAFF TO SUBMIT A PRIORITIZED LIST OF PROJECT DETAIL FORMS TO THE SCCRTC FOR THE REGIONAL TRANSPORTATION PLAN.**

## I. RECOMMENDED ACTION

Adopt the attached resolution authorizing staff to compile and submit a *Project Detail Form* for each of the public transit projects on an approved list.

## II. SUMMARY OF ISSUES

- The Santa Cruz County Regional Transportation Commission (SCCRTC) issued a call for projects to be considered for inclusion in the Regional Transportation Plan
- The METRO Board of Directors must approve projects submitted for consideration in the Regional Transportation Plan.
- A *Recommended Project List for the RTP Action Element* (Attachment A) is attached for your consideration. The list is subject to your revision and final approval.
- METRO staff and the SCCRTC solicited project ideas from the public for consideration in the RTP. The *Ideas for Consideration* (Attachment B) lists all submissions from the public to METRO as of August 8, 2000.
- After the Board approves a list of projects for the RTP, METRO staff will prepare a *Project Detail Form* (Attachment C) describing the planning basis, cost and benefit of each project.
- Adopting a Board Resolution will enable staff to prepare and submit *Project Detail Forms* to the SCCRTC by the September 13 deadline for each project on the list which you approve.

## III. DISCUSSION

The Santa Cruz County Regional Transportation Commission is in the process of updating the Regional Transportation Plan, a planning document which establishes goals, objectives and strategies for implementing transportation projects over the next 20 years. The SCCRTC updates the RTP every 5 years. Because METRO's public transit projects rely upon regional, state and federal funds, funding agencies require that METRO develop transit projects in a continuing, comprehensive process coordinated with the Regional Transportation Planning Agency

(SCCRTC) and the Metropolitan Planning Organization (AMBAG). Including METRO projects in the Regional Transportation Plan is a first step in the planning process.

METRO staff solicited public participation from MUG and MASTF to develop a list of ideas for staff consideration. At the July meetings of MUG and MASTF, staff requested ideas to consider in the RTP. At their August meetings, METRO staff will present to MUG and MASTF members a recommended list of projects and request additional projects not elsewhere considered. Any new projects submitted by MUG and MASTF on August 16<sup>th</sup> and 17<sup>th</sup> will be listed as Attachment E to this memo and distributed separately.

The SCCRTC also conducted a public participation process and requested submission of *Project Idea Forms* from its subcommittees and from the general public. The SCCRTC then forwarded all *Project Idea Forms* relevant to public transit to METRO for consideration. After reviewing all ideas submitted, staff compiled the *Recommended Project List for the RTP Action Element* for your consideration. Your direction to staff will prescribe the *Recommended Project List*.

For each project on the *Recommended Project List for the RTP Action Element* which you approve, METRO staff will prepare a *Project Detail Form* (Attachment C). The Santa Cruz County Regional Transportation Commission will evaluate the objectives and funding for each project to assess which projects to list in either the fiscally constrained or the fiscally unconstrained action element of the *Regional Transportation Plan*.

Adopting the attached resolution will enable staff to prepare *Project Detail Forms* and submit them to the SCCRTC by September 13.

#### IV. FINANCIAL CONSIDERATIONS

Submitting projects to the SCCRTC has no direct financial impact. Obtaining federal, state and regional funds; however, hinges upon METRO's transit projects conforming to existing regional plans such as the RTP.

#### V. ATTACHMENTS

**Attachment A:** *Recommended Project List for the RTP Action Element*

**Attachment B:** *Ideas for Consideration*

**Attachment C:** *Project Detail Form*

**Attachment D:** Resolution Authorizing A Prioritized List of Public Transit Projects for the SCCRTC Regional Transportation Plan

**Attachment E:** List of Ideas from MUG and MASTF - To be provided at August 18<sup>th</sup> Board Meeting, if necessary

## Recommended Project List for RTP Action Element

Rank	Project	constrained	unconstrained	END
		Cost (000s)	Cost (000s)	Year
<b>Capital</b>				
HIGH	Consolidated Operations Facility	38,000		2004
HIGH	Replacement Clean Fuel Buses	12,163	52,500	2005
HIGH	Highway 17 Buses	5,600		2005
MEDIUM	MetroCenter Expansion/Rehabilitation	1,000	5,000	2004
MEDIUM	AVL/Radio System/Annunciators		5,350	2005
LOW	Park & Ride Lots-ROW&Construction		4,000	2010
LOW	Bus Stop Improvements		7,500	2005
LOW	Automated Customer Service -Web/phone :		200	2004
<b>Operations</b>				
HIGH	Maintain SCMTD LOS	730,234	769,000	2020
HIGH	ADA Paratransit Service		7,300	2001
MEDIUM	Highway 17 Expansion		32,100	2015
MEDIUM	University Service Expansion		24,100	2015
LOW	Local Service Expansion (+Watsonville)		16,100	2015
LOW	Bus Rapid Transit (Highway 1)	16,200		2015

## Ideas for RTP Action Element Consideration

Idea	from
<b>BUSES/INFRASTRUCTURE</b>	
Expand Talking Bus Program	EDTAC,MASTF.Individual
Audible Message signs for blind	Individual
Electric Jitney like Sun Valley	Individual
Solar Powered Trolley on UPRR	Individual
Fast bus/van service directly to cities, UCSC, Cabrillo	anonymous
Electric Buses	anonymous(2)
Smaller Buses for neighborhoods	Individual
Smaller, modem Buses w/more frequent runs	Individual
Use smaller buses for non-peak hours	anonymous
Vans and small buses for buspool/vanpool	anonymous(2)
Use minibuses with quicker cycles to improve service	anonymous
Buses need to be able to carry more riders	Individual
Use large capacity buses between Santa Cruz/San Jose	anonymous
Express bus service with greater capacity	anonymous
New Bus Stop (adult school), more runs	Individual
<b>MetroBase</b> on UPRR Right-of-Way	anonymous
Bus depot in Los Gatos with parking structure	anonymous
Expand Mobility Training Program	EDTAC
Increase Bike on Bus Capacity	Individual(2)
Expand Bus service in Watsonville	Individual
Improve user services and increased express runs to Scotts Valley/San Jose	anonymous
Build Pull-outs for all bus stops	anonymous
<b>CUSTOMER SERVICE</b>	
Web based trip planning	Individual
Establish Bus Transfers to reduce trip cost	Individual
Encourage use of system, reduce fares, more buses at peak, don't like the new unpadded bus seats	anonymous
Subsidized bus fares for seniors and school children	anonymous
Better bus service, more buses and routes, lower price	anonymous
Make buses more user friendly and more affordable	anonymous
Incentives to ride the bus	anonymous
Use Scheduling Software to give route info. Integrate with connection to VTA/MST/CalTrain/etc.	anonymous
Subsidize transit fares so users pay \$.50 per ride	anonymous
Bus rider friendly improvements	anonymous
<b>REGIONAL SERVICE</b>	
Expand Bus Service to Santa Clara County	Individual
San Jose Airport Service	SCCRTC
More Routes to Silicon Valley	Individual
Improve public transit, express over to San Jose	anonymous
Bus/Vanpool from Santa Cruz/Soquel/Aptos-Monterey	anonymous
Rail Service linked to METRO	Individual
METRO to BART/SFO/SJO and Caltrain	Individual
Express buses from mid-county to Santa Cruz	anonymous

## Ideas for RTP Action Element Consideration

Idea	from
Shuttles from Los Gatos over the hill	anonymous
Improve running time for Intercounty public transit	anonymous
Offer more transit to San Jose and San Francisco	anonymous
More Frequent Highway 17 Service	Individual
Expand Highway 17 Bus Service	Individual
Expand Highway 1 Express	Individual
<b>UCSC/CABRILLO SERVICE</b>	
Shuttles to UCSC from San Jose train station	anonymous
Extend bus service to Cabrillo and UCSC	anonymous
Improved bus service on the Bay to UCSC route	anonymous
Park&Ride Lots w/shuttles for UCSC	Individual
Direct UCSC from Westside Service	Individual
Direct to UCSC from Eastside (Water St.) Service	Individual
Direct UCSC from Capitola (+Bike Station)Service	Individual
Bus route from Harvey West railhead to UCSC	anonymous
Increase transit access/modal change from rail to Bay Street via a Depot Station Transit Hub	anonymous
<b>LOCAL SERVICE</b>	
Increased bus service on weekends	anonymous
Improved bus service in Watsonville	anonymous
Start new service to employment centers i.e. Westridge	anonymous
Increase bus service in Aptos and Capitola	anonymous
Increase local bus service	anonymous

13-B-2

## Regional Transportation Plan - Action Element

**PROJECT DETAIL FORM**

Implementing agencies: Please complete the following form for all NEW projects (not already programmed in the Transportation Improvement Program) that your agency would like to have included in the RTP update. Please completed, prioritized forms to SCCRTC by **September 13, 2000.**

Regional  
return

*Project Information*

1. **Project Title:** *(Maintenance, multi-facility pedestrian projects and some other projects can be lumped under a general category, unless a project constitutes a large expense that will require state or federal funding or is regionally significant)*
2. **Lead Agency:**
3. **Co Sponsor (if any):**
4. **Contact Person:** Phone Number: E-mail:
5. **This is project number \_\_\_\_\_ of \_\_\_\_\_ projects submitted by this lead agency. (Number does not need to be based on priority)**
6. **Project Description/Scope:** *(Briefly describe the scope of work for the project, including capital improvements or program characteristics, including where applicable functional classification of existing roadway, and if project includes infrastructure improvements)*
7. **Project Location:** *(Provide location with beginning/endpoints including project length/or-projects such as sidewalks, bikeways, etc; cross streets; main address. If applicable, please attach a simple map, no larger than 8 1/2 x 11, " that identifies project location):*
  - 7a. *Project will address transportation needs in the following location(s): (Check all that apply)*
    - Along the \_\_\_\_\_ corridor identified by the SCCRTC (see Attachment 2a)
      - On a Congestion Management Program arterial or intersection
    - Within a local area (identify) \_\_\_\_\_
    - Systemwide
8. Will this project **increase, decrease, or not change** the number of motor vehicle miles traveled (VMT)? \_\_\_\_\_  
Explain methodology used to determine this finding:
9. For highway or road widening projects *(including intersection improvements): (This info will assist AMBAG in determining air quality conformity)*
  - 9a. Number of additional lanes (ie from 2 to 4):
  - 9b. Length/number of miles:
10. **Project need/purpose or desired outcome addressed by the project** *(Briefly describe how this project will improve the regional transportation system) :*
- 10a With which local plan(s) is the project consistent? (i.e. general plan parks master plan capital improvement program):

13-c-1

# Santa Cruz County Regional Transportation Plan Evaluation Measures Checklist

Project Name: _____		Project Responds to Goal: Strongly Somewhat Not at All			
Check one box at right for each goal. Under each goal, check all evaluation measures which apply.					
<b>Goal 1:</b>	<b>Preserve and maintain the existing transportation system, emphasizing safety and efficiency.</b>				
Measures:	<input type="checkbox"/>	1.1 Maintains existing system: -Repairs facility overdue for maintenance/rehab. --Replaces buses past useful life -Repairs deferred storm damage			
	<input type="checkbox"/>	1.2 Accommodates automobile use			
	<input type="checkbox"/>	1.3 Increases average vehicle occupancy, transit ridership, bicycle use or specialized transportation			
	<input type="checkbox"/>	1.4 Low cost/high benefit operational improvement or cost/benefit ratio			
	<input type="checkbox"/>	1.5 Preserves transportation corridors and facilities for current and future transportation use			
	<input type="checkbox"/>	1.6 Emphasizes safety: -Repairs current facility that exceeds Caltrans/local safety index --Improves safety for bicycle, pedestrian, transit or automobile travelers			
	<input type="checkbox"/>	1.7 New technology to improve efficiency			
<b>Goal 2:</b>	<b>Increase mobility by providing an improved and integrated multi-modal transportation system</b>				
Measures:	<input type="checkbox"/>	2.1 Adds alternative mode facilities to a key corridor --Improves travel times for bicycles, pedestrians, transit or autos -Provides a more direct route for bicycles, pedestrians or buses in a key corridor -Fills a gap in the alternative mode transportation network			
	<input type="checkbox"/>	2.2 Project from the Watsonville- Santa Cruz MTIS list			
	<input type="checkbox"/>	2.3 Increases transit service or facilities			
	<input type="checkbox"/>	2.4 Serves inter-county travel needs			
	<input type="checkbox"/>	2.5 Provides access to recreational resources, all modes			
	<input type="checkbox"/>	2.6 Supports specialized transportation services			
	<input type="checkbox"/>	2.7 Increases bicycle and/or pedestrian use			
	<input type="checkbox"/>	2.8 Facilitates transfers between different travel modes			
<b>Goal 3:</b>	<b>Coordinate land use and transportation decisions to ensure that the region's social, cultural, and economic vitality is sustained for current and future generations.</b>				
Measures:	<input type="checkbox"/>	3.1 Consistent with local general plan(s), regional level plans			
	<input type="checkbox"/>	3.2 Promotes livable communities, compact or in-fill development			
	<input type="checkbox"/>	3.3 Adds to the range of transportation options in the urbanized area			
	<input type="checkbox"/>	3.4 Links land use with alternative transportation investments			
	<input type="checkbox"/>	3.5 Includes parking management measures			
	<input type="checkbox"/>	3.6 Promotes social equity/environmental justice			
	<input type="checkbox"/>	3.7 Provides for future mobility needs linked to future demographics			
<b>Goal 4:</b>	<b>Ensure that the transportation system complements and enhances the natural environment of the Monterey Bay region.</b>				
Measures:	<input type="checkbox"/>	4.1 Sustainable, alternative transportation mode			
	<input type="checkbox"/>	4.2 Reduces energy consumption or improves air quality			
	<input type="checkbox"/>	4.3 Helps protect biotic and scenic resources, open space or agricultural land			
	<input type="checkbox"/>	4.4 Appropriate environmental measures: -Incorporates avoidance, minimization or mitigation measures -Includes Transportation Control Measures			
<b>Goal 5:</b>	<b>Make the most efficient use of limited transportation funds.</b>				
Measures:	<input type="checkbox"/>	5.1 Indicate cost-per-traveler-assisted (if available) \$ _____			
	<input type="checkbox"/>	5.2 Uses cost sharing among responsible entities			
	<input type="checkbox"/>	5.3 Accesses new revenue source or generates revenues to offset operating costs			
	<input type="checkbox"/>	5.4 Meets a funding priority listed in the RTP Policy section: (see reverse)			
<b>Goal 6:</b>	<b>Solicit broad public input on all aspects of regional and local transportation plans, projects and funding</b>				
Measures:	<input type="checkbox"/>	6.1 Project has/will be presented to the public for input individually or as part of a plan			
	<input type="checkbox"/>	6.2 Sponsor has a regular process for obtaining broad public input on transportation projects and plans			

For more specific information, refer to the draft RTP Goals and Policies to which these evaluation measures are linked.

13-C-2

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Resolution No. \_\_\_\_\_

On the Motion of Director: \_\_\_\_\_

Duly Seconded by Director: \_\_\_\_\_

The Following Resolution is Adopted:

## A RESOLUTION AUTHORIZING A PRIORITIZED LIST OF PUBLIC TRANSIT PROJECTS FOR THE SCCRTC REGIONAL TRANSPORTATION PLAN

**WHEREAS**, in accordance with Section 29532 of the California Government Code, the Santa Cruz County Regional Transportation Commission is the designated Regional Transportation Planning Agency for Santa Cruz County; and

**WHEREAS**, the Regional Transportation Planning Agency is responsible for the Regional Transportation Plan which establishes a basis of continuing, cooperative, comprehensive intermodal transportation planning in Santa Cruz County for the purposes of regional, state and federal financial assistance; and

**WHEREAS**, the Regional Transportation Plan is a 20-year horizon plan which is updated every 5 years; and

**WHEREAS**, Santa Cruz County Regional Transportation Commission has issued a call for projects to be considered in the Regional Transportation Plan,

**NOW, THEREFORE, BE IT RESOLVED**, that the Secretary/General Manager is authorized to submit the attached list of projects to the SCCRTC for consideration in the Regional Transportation Plan.

**PASSED AND ADOPTED** this 21<sup>st</sup> day of January 2000, by the following vote:

**AYES:** Directors -

**NOES:** Directors -

**ABSTAIN:** Directors -

**ABSENT:** Directors -

**APPROVED** \_\_\_\_\_

JAN BEAUTZ  
Chairperson

13-D-1



**ATTEST** \_\_\_\_\_  
LESLIE R. WHITE  
Acting General Manager

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**MARGARET GALLAGHER**  
District Counsel

13-D-2