

Santa Cruz Metropolitan Transit District

FY14

FINAL BUDGET



ADOPTED JUNE 28, 2013



SANTA CRUZ **METRO**

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

FY14

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I. TOTAL BUDGET OVERVIEW



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

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Board of Directors

Lynn Robinson
City of Santa Cruz

Michelle Hinkle
County of Santa Cruz

Daniel Dodge
City of Watsonville

John Leopold
County of Santa Cruz

Bruce McPherson
County of Santa Cruz

Hilary Bryant
City of Santa Cruz

Dene Bustichi
City of Scotts Valley

Zach Friend
County of Santa Cruz

Ron Graves
City of Capitola

Margarita Alejo
City of Watsonville

Deborah Lane
County of Santa Cruz

Donna Blitzer
Ex Officio Director
University of California, Santa Cruz

Leslie R. White, General Manager

Adopted 06/28/13

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

FY14

FINAL BUDGET

Board Officers and Appointments

Chair

Daniel Dodge

Vice Chair

Dene Bustichi

SCCRTC Representatives

Dene Bustichi

Lynn Robinson

Ron Graves

SCCRTC Alternates (in order)

Daniel Dodge

Hilary Bryant

Margarita Alejo

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

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Management Staff

General Manager	Leslie R. White
District Counsel	Leslyn Syren
Finance Manager	Angela Aitken
Assistant Finance Manager	Debbie Kinslow
Operations Manager	Ciro Aguirre
Fixed Route Superintendent	<i>Vacant</i>
Paratransit Superintendent	April Warnock
Assistant Paratransit Superintendent	Daniel Zaragoza
Human Resources Manager	Robyn Slater
Assistant Human Resources Manager	Pat Aviles
Information Technology Manager/Project Manager	Frank Cheng
Assistant Manager of Information Technology	Isaac Holly
Senior Database Administrator	Harlan Glatt
Maintenance Manager	Robert Cotter
Purchasing Manager	Erron Alvey

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

TRANSIT CENTERS

Santa Cruz (Pacific Station)

920 Pacific Avenue
Santa Cruz, CA 95060

Capitola Mall

1855 41st. Avenue
Capitola, CA 95010

Watsonville

475 Rodriguez Street
Watsonville, CA 95076

Scotts Valley (Cavallaro Center)

246 Kings Village Road
Scotts Valley, CA 95066

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Santa Cruz METRO Quick Facts FY12

As of 6/30/12

Board Members	12
Employees	244
Fixed Routes	38
Fixed Route Peak Pullout	80
Bus Stops	987
Fixed Route Ridership	5,373,217
Revenue Miles	2,991,670
Revenue Hours	203,997
Passengers per Hour	26.34
Operating Expenses	\$ 37,552,200

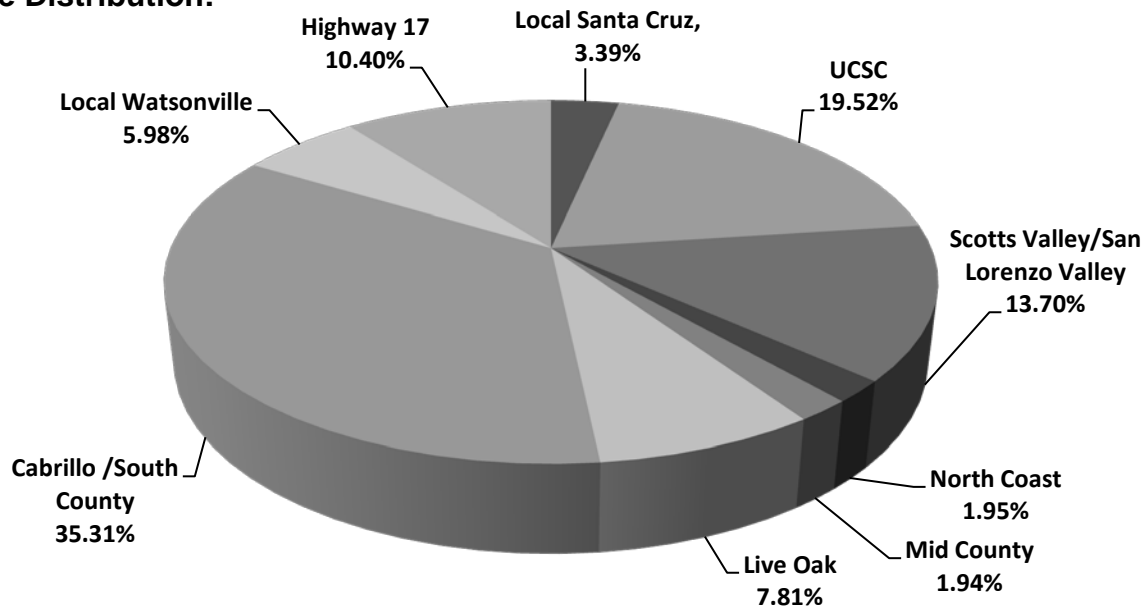
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Ridership Performance by Service Area - FY12

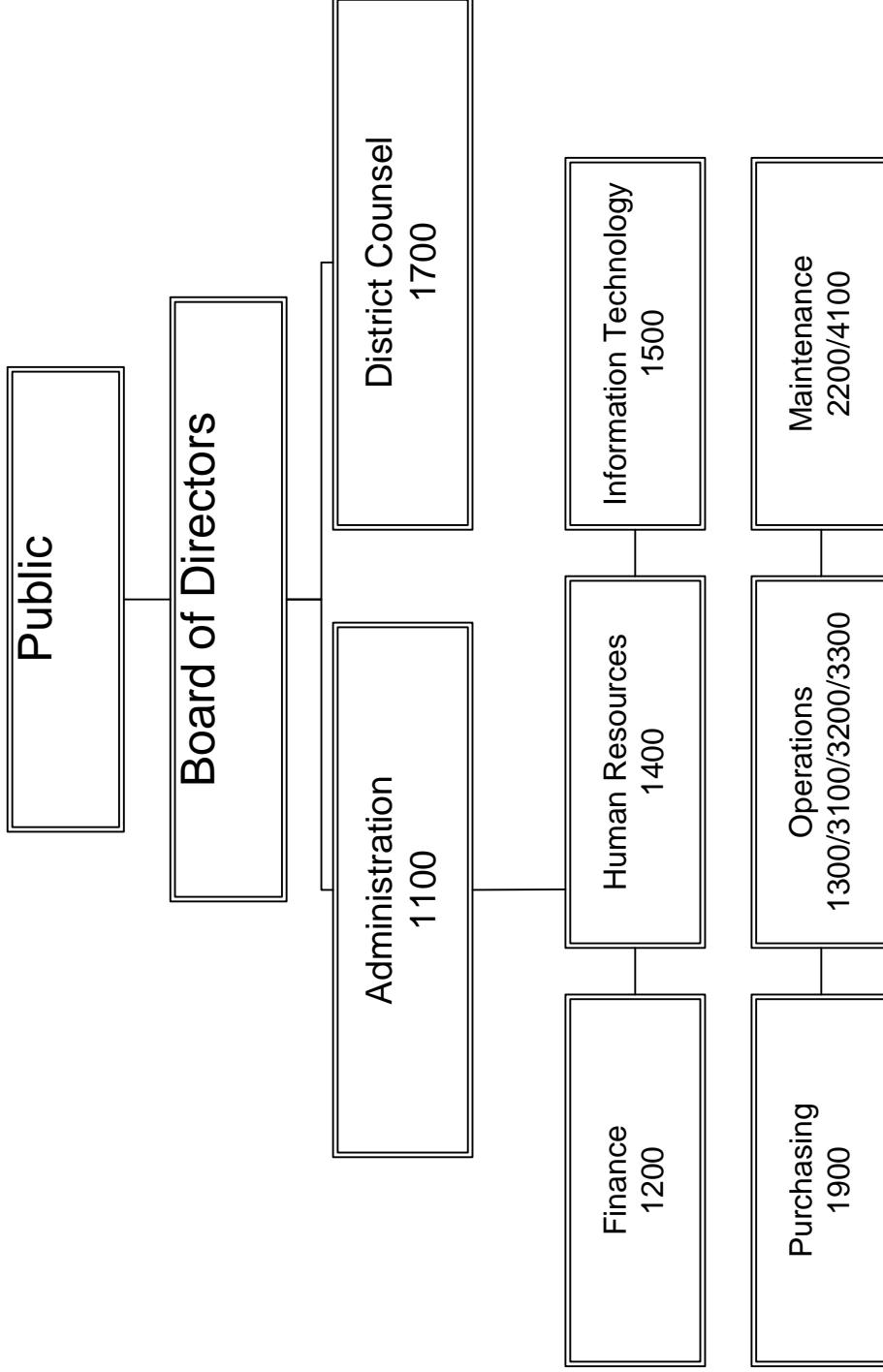
as of 06/30/2012

	Trip Hrs	%	Ridership	%	Passengers per Hour
Local Santa Cruz	6,541	3.39%	94,077	1.75%	14.38
UCSC	37,663	19.52%	2,378,628	44.29%	63.16
Scotts Valley/San Lorenzo Valley	26,438	13.70%	455,725	8.48%	17.24
North Coast	3,762	1.95%	42,793	0.80%	11.38
Mid County	3,749	1.94%	47,792	0.89%	12.75
Live Oak	15,063	7.81%	319,802	5.95%	21.23
Cabrillo /South County	68,117	35.31%	1,535,353	28.59%	22.54
Local Watsonville	11,533	5.98%	157,924	2.94%	13.69
Highway 17	20,064	10.40%	338,961	6.31%	16.89
TOTAL	192,930	100.00%	5,371,055	100.00%	27.84

Service Distribution:



Santa Cruz Metropolitan Transit District (Santa Cruz METRO)



FY14 FINAL OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Summary

Department	Authorized		Funded		Authorized		Funded	
	FY 13 Revised	FY 13 Revised	FY 13 Revised	FY 13 Revised	FY 14 Final	FY 14 Final	FY 14 Final	FY 14 Final
Administration - 1100	12.00	8.50	12.00	9.50	12.00	9.50	12.00	9.50
Finance - 1200	9.50	7.00	9.50	7.00	9.50	7.00	9.50	7.00
Customer Service - 1300	10.25	6.00	10.25	6.00	10.25	6.00	10.25	6.00
Human Resources - 1400	6.00	5.00	6.00	5.00	6.00	5.00	6.00	5.00
Information Technology - 1500	6.00	5.00	6.00	5.00	6.00	5.00	6.00	5.00
District Counsel - 1700	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00
Purchasing - 1900	3.00	3.00	3.00	3.00	7.00	7.00	7.00	7.00
Facilities Maintenance - 2200	19.00	14.00	19.00	14.00	19.00	14.00	19.00	14.00
Paratransit - 3100	61.00	55.00	61.00	55.00	61.00	54.00	61.00	54.00
Operations - 3200	22.00	18.00	22.00	18.00	22.00	18.00	22.00	18.00
Bus Operators - 3300	182.00	162.00	182.00	162.00	182.00	163.00	182.00	163.00
Fleet Maintenance - 4100	57.00	41.00	57.00	41.00	57.00	41.00	57.00	41.00
Total Full-Time Equivalents (FTEs)	391.75	328.50	391.75	328.50	395.75	333.50	395.75	333.50

FY14 FINAL BUDGET HIGHLIGHTS

The Santa Cruz Metropolitan Transit District (Santa Cruz METRO) is a special district of the State of California operating fixed route bus service and Paratransit service throughout Santa Cruz County. Santa Cruz METRO also operates the Highway 17 Express bus service to Santa Clara County in cooperation with the Santa Clara Valley Transportation Authority (VTA), AMTRAK, CalTrans and the Capitol Corridor Joint Powers Authority (CCJPA).

A Board of eleven directors and one Ex-Officio Director representing the University of California, Santa Cruz governs Santa Cruz METRO. Eleven members are appointed by the following entities: County of Santa Cruz (five members), the City of Santa Cruz (two members), the City of Watsonville (two members), and one member each from the cities of Capitola and Scotts Valley.

The FY14 Final **Operating Budget** totals \$44,943,226. The FY14 Final **Capital Budget** totals \$31,413,830.

Operating Revenues total \$44,943,226 in FY14. Major **Operating Revenue** assumptions in the FY14 Final Operating Budget over the FY13 Revised Operating Budget include:

- 2% increase in Passenger Fares
- 1% increase in Special Transit Fares
- 3% increase in Highway 17 Fares and Highway 17 Payments
- 6% increase in Sales Tax
- 10.8% increase in Transportation Development Act (TDA) Funds
- 10.1% increase in FTA Sec 5307 – Operating Assistance
- 36.6% increase in Small Transit Intensive Cities (STIC) Funds
- 32.5% decrease in Fuel Tax Credit
- 100% decrease in use of Carryover from Previous Years
- 100% increase in Transfer (to)/from Operating Reserves
- 100% increase in Anticipated RTC Route 6 Receivable

The anticipated increases in most Fare Revenue accounts (2% or \$78,320 in Passenger Fares; 1% or \$30,442 in Special Transit Fares; 3% or \$8,324 in Paratransit Fares; 3% or \$54,020 in Highway 17 Fares and Payments) in FY14 have been projected based on actual revenue data year to date, as of February 28, 2013, as well as the anticipation of continuing increase in collected fares due to the service enhancements implemented in FY13.

Sales Tax Revenue is projected to increase 6% or \$1,021,702 in FY14 due to improvement in consumer spending and economic growth, further reflected in the actual sales tax receipts for the first eight (8) months of FY13, exceeding last year actuals for the same period by 6%. The projected increase is also consistent with the estimate provided by the State Board of Equalization in August 2012.

FY14 Final Budget Highlights (con't)

TDA funding is budgeted to increase 10.8% or \$597,493 in FY14. The increase is based on Auditor Controller fund estimates as of January 2013 and was presented and proposed at the Regional Transportation Commission meeting held February 14, 2013.

FTA Sec 5307 – Operating Assistance and STIC are budgeted to increase 10.1% or \$372,248 and 36.6% or \$386,588, respectively. The budgeted amounts are consistent with the most recent information posted by FTA.

Fuel Tax Credit is projected to decrease by 32.5% or (\$260,000) in FY14 after the receipt of retroactive payments for all of 2012 in FY13.

Higher than anticipated funds from Carryover from Previous Years are projected to be used in FY13, resulting in no funds available in FY14 and a decrease of 100% or (\$2,661,905).

Transfer (to)/from Operating Reserves is projected to increase by 100% or \$4,554,935 due to recurring expenses exceeding recurring revenues and the need to bridge the budget gap in FY14.

Anticipated RTC Route 6 Receivable is a new one-time revenue source that, if received, will be used to fund the addition of Route 6 in FY14, as per Board Action from June 28, 2013.

Operating Expenses total \$44,943,226 in FY14.

The 10.6% or \$3,627,334 increase in **Personnel Expenses (Labor and Fringe Benefits)** in FY14 is primarily due to the following:

- Contractual items added from negotiations, such as:
 - *2% contractual wage adjustment* for all employees: \$533,765
 - UTU FR - \$267K
 - UTU PC - \$57K
 - SEIU - \$161K
 - Management - \$ 49K
 - *Longevity adjustment* for UTU Fixed Route, UTU Paracruz, SEIU, and Management employees with ten (10) & fifteen (15) year of continuous Santa Cruz METRO service: \$46,815
 - UTU FR - \$27K; 6 employees
 - UTU PC - \$0
 - SEIU - \$13K; 3 employees
 - Management - \$6K; 1 employee
 - *Wage progression* changes in the pay schedules for UTU Paracruz and SEIU VMU: \$9,050
 - *Supplemental cash payments* for SEIU employees: \$5,159
 - Incorporated anticipated *pay rate increases* due to step advancements and promotions: \$413,751:
 - UTU FR - \$195K; 57 employees
 - UTU PC - \$64K; 23 employees

FY14 Final Budget Highlights (con't)

- SEIU - \$109K; 32 employees
- Management - \$46K; 4 employees (including the promotion of the Purchasing Agent to the position of Purchasing Manager, as per Board direction from June 28, 2013)

- New Positions added in FY14: \$362,311:
 - All new positions are budgeted at the mid-range of the corresponding pay scale with benefits at the employee + 2 dependent level
 - Assistant General Manager in the Administration Department: \$207,859
 - Funded at Step 6 and benefits for employee + 2 dependents
 - Administrative Assistant in the Purchasing Department: \$24,174
(\$24,174 = Total budgeted cost for the new Administrative Position in FY14: \$77,527 less the sum of Total budgeted cost for the temporary provisional Administrative Assistant position in FY13: \$38,353 and the Temp Help funds budgeted in FY13: \$15,000)
 - Replaces part time temporary position and provisional FTE
 - Funded at actual employee hourly cost and benefits
 - Bus Operator in the Bus Operators Department, due to the addition of Route 6 in FY14, as per Board Action from June 28, 2013. The position is funded effective September 2013 and its estimated cost is \$ 76,925.

- Fully funding all positions, including positions that were vacant, added positions later in FY13, positions where employees were absent due to extended leaves, and incorporates budget savings from retired employees replaced by newly hired employees at lower steps: \$275K

- Increased Overtime Pay, \$343,502, due to consistent increases in overtime costs in the past five years.
 - Increased OT is reflective of Bus Operator and Supervisor vacancies
 - Positions are being filled as fast as possible and put into active service after extensive training is completed

- Increases in Retirement Employer Contribution Rates: \$523,825. The employer contribution rates for retirement are projected to increase from 17.679% in FY13 to 19.268% in FY14, as per CalPERS Annual Valuation Reports from October 2011 and October 2012.

- Average increase of 8 % in Medical Insurance Premiums: \$741,136, effective January 2014. The anticipated increase in medical insurance premiums in FY14 is only an estimate and is based on historical trends, as well as current market conditions.

FY14 Final Budget Highlights (con't)

- Anticipated Increase in Worker's Comp Insurance costs: \$373,000, which is consistent with the trend of higher worker's comp related expenses from the past few years.

The increase in **Non-Personnel Expenses**, 9.3% or \$707,295 in FY14, is primarily due to increases in Services, Mobile Materials & Supplies, Utilities, and Misc. Expenses.

- **Services** are projected to increase by 15% or \$336,184. The Increase in Services is primarily due to the following:
 - 17.9% or \$50,000 increase in Admin/Bank Fees is due to additional funds for Sales Tax Administration fees. The increase is based on the Preliminary FY14 Administrative Cost Assessment received from the State Board of Equalization in June 2013.
 - 108.7% or \$207,647 increase in Prof/Technical Fees is due to projected increase in Prof/Tech services in:
 - Administration - Short Range Transit Plan (SRTP) - \$146K
 - Finance - one time funding for:
 - payroll process evaluation - \$30K
 - consulting services for creation of a new financial system request for proposal (RFP) - \$30K
 - 6.9% or \$30,137 increase in Security Services due to providing additional hours of security in FY14 to transit centers.
 - 14.3% or \$66,200 increase in Repair-Equipment is due to anticipated costs for new copiers/scanners and replacements in the Information Technology department.
- **Mobile Materials & Supplies** are projected to increase by 9.8% or \$292,943 primarily due to 12.4% or \$258K increase in Fuels & Lubricants – Rev Veh.
- **Utilities** are projected to increase 6.4% or \$31,550 due to Telecommunications in department Operations (added funds for leasing two repeater sites).
- **Misc Expenses** are projected to increase by 12.6% or \$38,200 primarily due to increased Advertising-District Promotions and Employee Training in the Finance and District Counsel departments, respectively.

Significant departmental changes in proposed FY14 Final Budget over the FY13 Revised Budget as of March 2013 include:

- Increase in **Administration** is primarily due to new position added in FY14 (Assistant General Manager), as well as anticipated increase in Prof/Technical Fees (SRTP project).
- Increase in **Information Technology** is primarily due to anticipated increase in Repair-Equipment.

FY14 Final Budget Highlights (con't)

- Increase in **Purchasing** is due to:
 - conversion of a temporary provisional Administrative Assistant position
 - promotion of the Purchasing Agent to the position of Purchasing Manager
 - move of 4 positions in the parts area from Fleet to Purchasing
- Increase in **Bus Operators** is due to increased staffing to provide reliability of current service deployed effective December 2012, as well as contractual and longevity wage adjustments.
- Increase in **Fleet Maintenance** is primarily due to:
 - 1 FM Mechanic I moved from Paratransit in February 2013 and related increased non-personnel expenses (moved from Paratransit in March 2013).
 - move of 4 positions in the parts area from Fleet to Purchasing
 - addition of 4 FTE's that will be expensed against the Capital budget at the end of FY14.

The proposed **FY14 Final Capital Budget** totals \$31,413,830.

The proposed **FY14 Final Operating Budget** totals \$ 44,943,226. The FY14 Final Operating Budget includes anticipated savings from Labor and Fringe Benefits of \$1,250,000. The anticipated savings are only an estimate. The savings are the result of budgeting all funded positions, and subsequent savings due to vacant positions, and extended unpaid leaves of absence during the year.

The proposed FY14 Final Operating Budget is a balanced budget with the use of funds from the Operating and Capital Reserves account. However, the proposed FY14 Final Operating Budget is not a structurally balanced budget. This means that recurring expenses exceed recurring revenues. For a variety of reasons, true structural balance may not be possible at a given time. In such a case, using reserves to balance the budget may be considered, but only in the context of a plan to return to structural balance, replenish fund balances, and ultimately remediate the negative impacts of any other short-term balancing actions that may be taken.

The Operating and Capital Reserves (Non-Restricted Reserved Retained Earnings) account is defined as the excess of revenues over expenses. The Operating and Capital Reserves account has been accumulated to guard against service disruption in the event of unexpected shortfalls, unpredicted one-time expenditures, and to provide stability and flexibility to respond to unexpected adversity and/or opportunities. The current FY14 proposed budget does not contemplate service expansion. If revenues exceed expenses in a given fiscal year, those revenues will be used to lower the Operating and Capital Reserve account contribution to the budget, and replenish the Operating and Capital Reserves account to the level it was on 06/30/11, which was approximately \$11.5M.

The Government Finance Officers Association (GFOA) recommends adopting policies aimed at achieving and maintaining a structurally balanced budget and reserve accounts. The policies should include parameters for achieving and maintaining structural balance where recurring

FY14 Final Budget Highlights (con't)

revenues are equal to recurring expenditures in adopted budgets. Further, the plan should be clear about the time period over which returning to structural balance, replenishing reserves, and remediating the negative impacts of balancing action are to occur.

Additionally, Board adopted minimum reserve account balances are not being maintained at their desired levels, which is another indication that the organization is not maintaining a structurally balanced budget. Operating Cash Flow Reserve, Operating Workers Compensation Reserve and Operating Liability Insurance Reserve accounts are all under funded from what the Board has set as minimum adopted balances. It should be noted that reserve levels are not a perfect measure of structural balance, but are a good and readily available measure.

Finance is working on draft financial policies to address the Operating and Capital Budget as well as the Operating and Capital Reserve accounts for the Board to consider in September.

The proposed **FY14 Final Capital Budget** totals \$31,413,830.

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

Resolution No. 13-06-01
On the Motion of Director Graves
Duly Seconded by Director Bryant
The following Resolution is adopted:

**A RESOLUTION OF THE
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
AUTHORIZING A REVISION TO THE
FY14 OPERATING BUDGET AND CAPITAL BUDGET**

WHEREAS, it is necessary to revise the adopted FY14 Operating Budget and Capital Budget of the Santa Cruz Metropolitan Transit District to provide for revisions in the Operating revenue and expense Budget and in the Capital Budget.

NOW, THEREFORE, BE IT RESOLVED, the budget is hereby amended per the attached Attachments B – G.

PASSED AND ADOPTED this 28th day of June 2013, by the following vote:

AYES: Directors Alejo, Bryant, Bustichi, Dodge, Friend, Graves, Hinkle, Lane, McPherson, and Robinson

NOES: Directors - None

ABSENT: Director Leopold

ABSTAIN: Directors - None

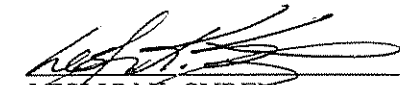
Approved _____


DANIEL DODGE
Board Chair

ATTEST _____

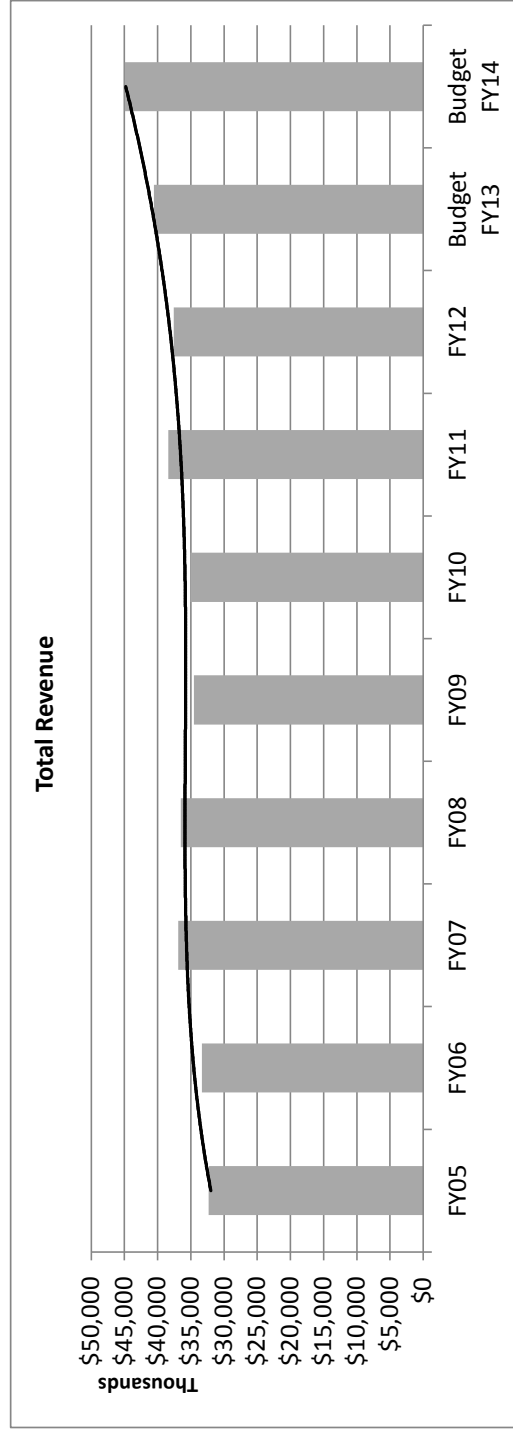
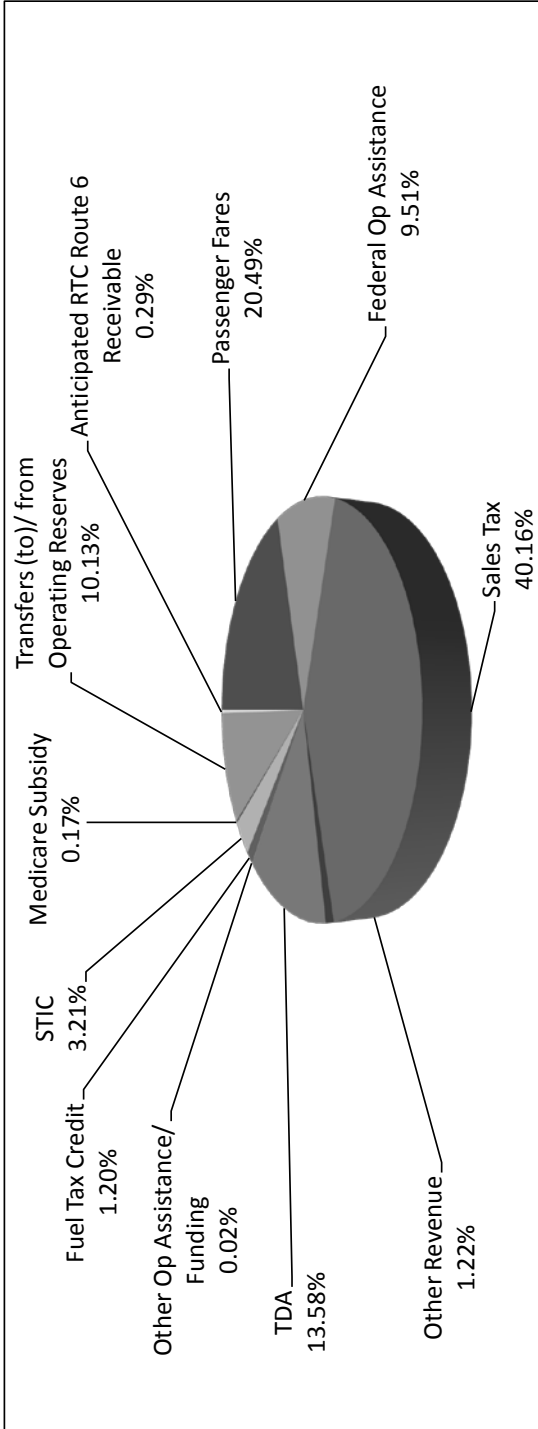

LESLIE R. WHITE
General Manager

APPROVED AS TO FORM:


LESLYN K. SYREN
District Counsel



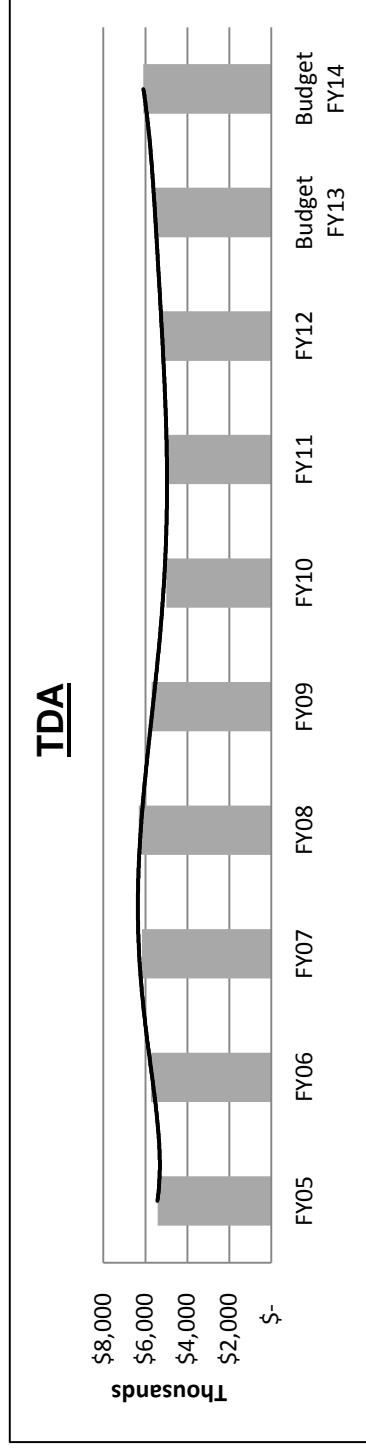
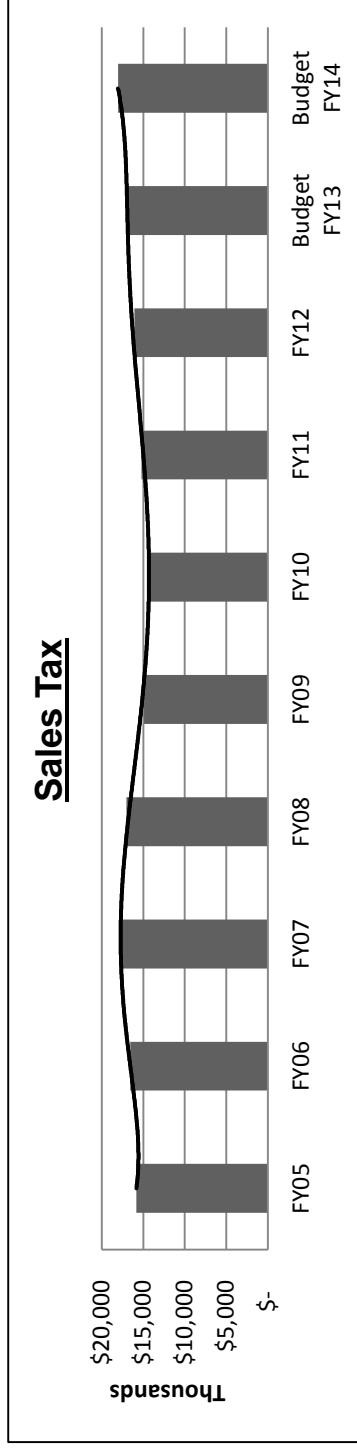
**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
REVENUE SOURCES**



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
 FY14 FINAL OPERATING BUDGET
 REVENUE SOURCES**

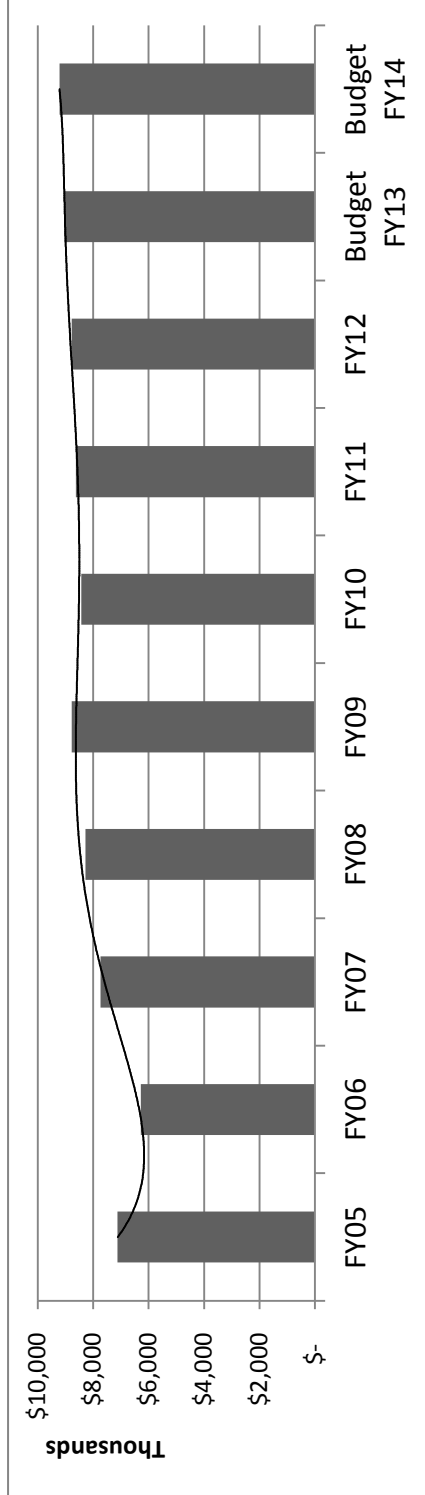
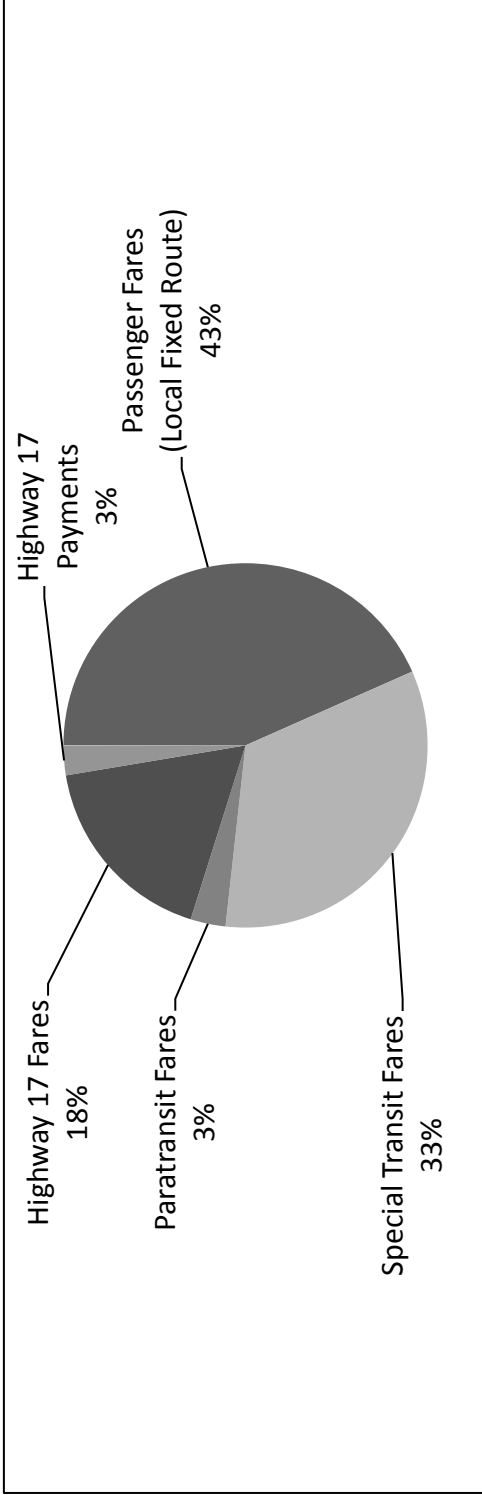
Sales Tax and TDA

Santa Cruz METRO receives a .5% Sales Tax levied on all taxable sales in Santa Cruz County, which is collected and administered by the California State Board of Equalization. Additionally, Santa Cruz METRO is allocated, through the Santa Cruz Regional Transportation Commission, a portion of the 0.25% Sales Tax levied by the Transportation Development Act (TDA). The trend in actual, projected and budgeted Sales Tax and TDA receipts for Santa Cruz METRO, starting with FY05, is depicted below.



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
 FY14 FINAL OPERATING BUDGET
 REVENUE SOURCES**

Passenger Fares

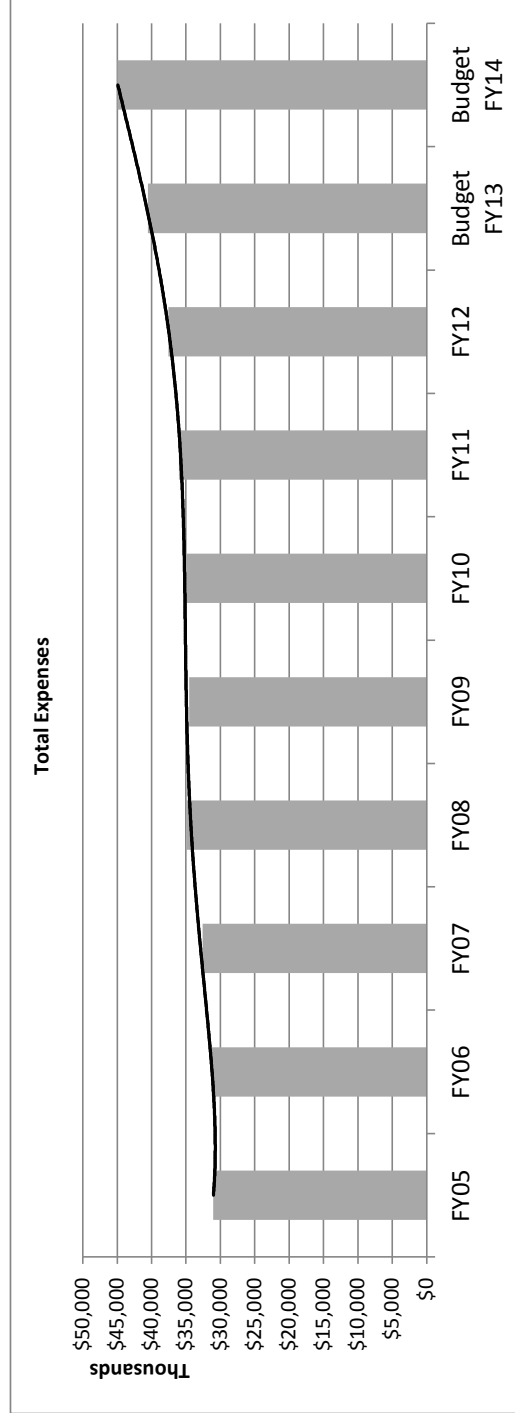
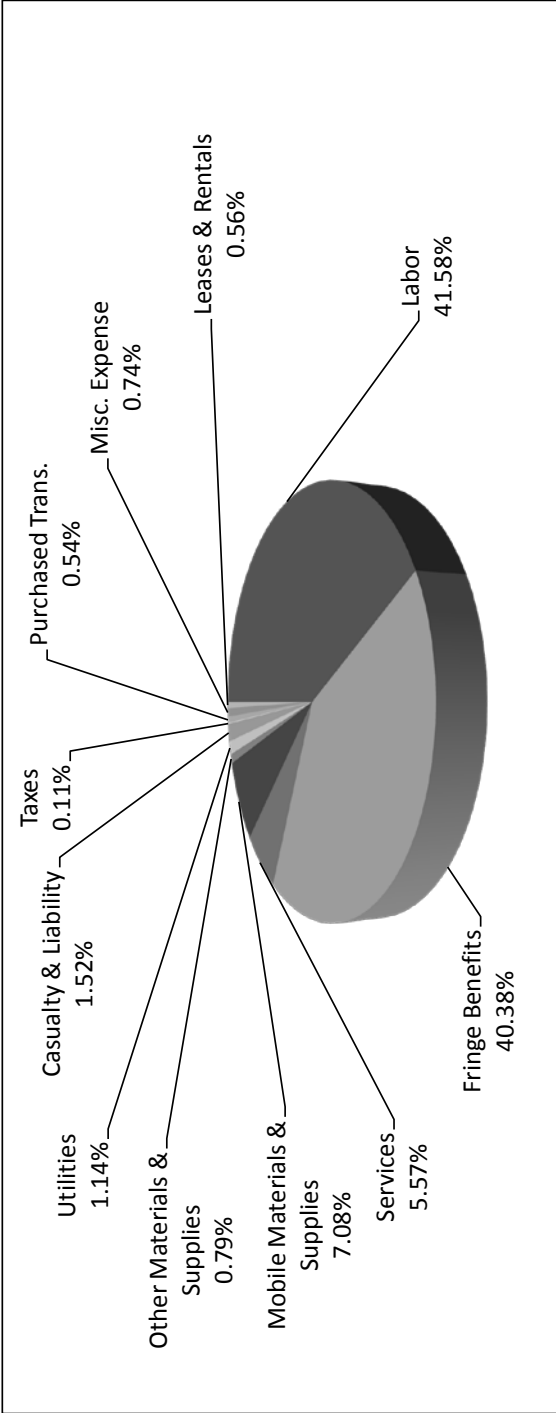


**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
REVENUE SOURCES**

	REVENUE SOURCE	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13	FINAL BUDGET FY14	% CHANGE		\$ CHANGE	
							BUDG FY13	BUDG FY14	BUDG FY13	BUDG FY14
1	Passenger Fares	3,915,984	3,872,346	3,994,304	-1.1%	3,994,304	2.0%	78,320	78,320	
2	Special Transit Fares	3,044,222	3,196,433	3,074,664	5.0%	3,074,664	1.0%	30,442	30,442	
3	Paratransit Fares	277,462	299,659	285,786	8.0%	285,786	3.0%	8,324	8,324	
4	Highway 17 Fares	1,565,089	1,502,486	1,612,042	-4.0%	1,612,042	3.0%	46,953	46,953	
5	Highway 17 Payments	235,579	256,781	242,646	9.0%	242,646	3.0%	7,067	7,067	
6	Commissions	5,600	3,116	5,600	-44.4%	5,600	0.0%	-	-	
7	Advertising Income	257,500	295,217	265,225	14.6%	265,225	3.0%	7,725	7,725	
8	Rent Income	147,460	143,097	160,935	-3.0%	160,935	9.1%	13,475	13,475	
9	Interest Income	100,000	89,639	100,000	-10.4%	100,000	0.0%	-	-	
10	Other Non-Transp Revenue	18,000	21,387	18,000	18.8%	18,000	0.0%	-	-	
11	Sales Tax (1/2 cent)	17,028,373	17,044,304	18,050,076	0.1%	18,050,076	6.0%	1,021,702	1,021,702	
12	SLPP Backfill for Metro Base	(2,800,000)	-	(2,800,000)	-100.0%	(2,800,000)	0.0%	-	-	
13	Transp Dev Act (TDA) Funds	5,507,038	5,507,038	6,104,531	0.0%	6,104,531	10.8%	597,493	597,493	
14*	FTA Sec 5307 - Op Assistance	3,695,976	3,695,976	4,068,224	0.0%	4,068,224	10.1%	372,248	372,248	
15	Prop 84 - TOD	-	-	-	0.0%	-	0.0%	-	-	
16	FTA Sec 5311 - Rural Op Asst	156,312	156,312	207,574	0.0%	207,574	32.8%	51,262	51,262	
17	AMBAG/CTC/Misc. Grant Funding	10,000	858	10,000	-91.4%	10,000	0.0%	-	-	
18	STIC	1,057,097	1,057,097	1,443,685	0.0%	1,443,685	36.6%	386,588	386,588	
19	STA	2,800,000	-	2,800,000	-100.0%	2,800,000	0.0%	-	-	
20	Fuel Tax Credit	800,000	858,778	540,000	7.3%	540,000	-32.5%	(260,000)	(260,000)	
21	Carryover from Previous Years	2,661,905	2,718,580	-	2.1%	-	-100.0%	(2,661,905)	(2,661,905)	
22	Medicare Subsidy	75,000	75,000	75,000	0.0%	75,000	0.0%	-	-	
23	Transfer (to)/from Operating Reserves	-	447,333	4,554,935	100.0%	4,554,935	100.0%	4,554,935	4,554,935	
24	Anticipated RTC Route 6 Receivable	-	-	130,000	0.0%	130,000	100.0%	130,000	130,000	
TOTAL REVENUE		40,558,597	41,241,434	44,943,226	1.7%	44,943,226	10.8%	4,384,628	4,384,628	

* FTA funding is used solely to fund labor expense

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
EXPENSES**



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET**

Consolidated Expenses

ACCOUNT	REVISED	PROPOSED	% CHANGE	FINAL	% CHANGE	\$ CHANGE
	BUDGET FY13	ACTUAL FY13	REV BUDG FY13	BUDGET FY14	BUDG FY13 BUDG FY14	BUDG FY13 BUDG FY14
LABOR						
501011 Bus Operator Pay	8,308,104	8,284,895	-0.3%	9,194,934	10.7%	886,830
501013 Bus Operator OT	1,793,765	2,031,041	13.2%	2,081,174	16.0%	287,409
501021 Other Salaries	7,169,593	6,894,387	-3.8%	7,481,519	4.4%	311,927
501023 Other OT	386,745	655,785	69.6%	450,448	16.5%	63,702
Totals	17,658,207	17,866,107	1.2%	19,208,075	8.8%	1,549,868
FRINGE BENEFITS						
502011 Medicare/Soc. Sec.	306,900	268,538	-12.5%	332,669	8.4%	25,769
502021 Retirement	3,296,014	3,048,909	-7.5%	3,869,305	17.4%	573,291
502031 Medical Ins	7,294,972	7,081,478	-2.9%	8,096,722	11.0%	801,750
502041 Dental Ins	530,779	514,840	-3.0%	561,089	5.7%	30,310
502045 Vision Ins	131,377	124,489	-5.2%	140,218	6.7%	8,842
502051 Life Ins/AD&D	46,289	47,063	1.7%	49,571	7.1%	3,282
502060 State Disability Ins (SDI)	203,335	197,898	-2.7%	228,647	12.4%	25,312
502061 Long Term Disability Ins	132,593	121,493	-8.4%	148,069	11.7%	15,476
502071 State Unemployment Ins (SUI)	86,768	89,404	3.0%	95,939	10.6%	9,171
502081 Worker's Comp Ins	927,000	1,187,931	28.1%	1,300,000	40.2%	373,000
502101 Holiday Pay	528,334	319,662	-39.5%	615,250	16.5%	86,916
502103 Floating Holiday	78,271	82,375	5.2%	81,746	4.4%	3,475
502109 Sick Leave	907,161	637,773	-29.7%	973,367	7.3%	66,206
502111 Annual Leave	1,872,480	2,081,907	11.2%	1,920,055	2.5%	47,575
502121 Other Paid Absence	139,310	183,316	31.6%	144,137	3.5%	4,827
502251 Phys. Exams	14,110	5,738	-59.3%	14,110	0.0%	-
502253 Driver Lic Renewal	4,656	3,293	-29.3%	4,656	0.0%	-
502999 Other Fringe Benefits	72,750	61,479	-15.5%	75,014	3.1%	2,264
Totals	16,573,097	16,057,585	-3.1%	18,650,563	12.5%	2,077,466

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET**

Consolidated Expenses

ACCOUNT	REVISED	PROPOSED	% CHANGE	FINAL	% CHANGE	\$ CHANGE
	BUDGET FY13	ACTUAL FY13	REV BUDG FY13	BUDGET FY14	BUDG FY13 BUDG FY14	BUDG FY13 BUDG FY14
SERVICES						
503011 Accting/Audit Fees	80,250	53,950	-32.8%	80,250	0.0%	-
503012 Admim/Bank Fees	280,050	248,403	-11.3%	330,050	17.9%	50,000
503031 Prof/Technical Fees	190,957	129,797	-32.0%	398,604	108.7%	207,647
503032 Legislative Services	105,000	90,000	-14.3%	105,000	0.0%	-
503033 Legal Services	55,000	237	-99.6%	55,000	0.0%	-
503034 Pre-Employment Exams	10,475	11,407	8.9%	10,475	0.0%	-
503041 Temp Help	21,000	185,694	784.3%	-	-100.0%	(21,000)
503161 Custodial Services	74,500	81,738	9.7%	76,500	2.7%	2,000
503162 Uniforms/Laundry	22,000	19,827	-9.9%	21,200	-3.6%	(800)
503171 Security Services	439,135	440,399	0.3%	469,272	6.9%	30,137
503221 Classified/Legal Ads	17,100	12,421	-27.4%	16,100	-5.8%	(1,000)
503222 Legal Ads	-	-	0.0%	-	0.0%	-
503225 Graphic Services	5,000	-	-100.0%	5,000	0.0%	-
503351 Repair - Bldg & Impr	68,000	82,601	21.5%	68,000	0.0%	-
503352 Repair - Equipment	461,745	408,107	-11.6%	527,945	14.3%	66,200
503353 Repair - Rev Vehicle	350,000	422,860	20.8%	350,000	0.0%	-
503354 Repair - Non Rev Vehicle	15,000	7,024	-53.2%	17,000	13.3%	2,000
503363 Haz Mat Disposal	40,000	54,411	36.0%	41,000	2.5%	1,000
Totals	2,235,212	2,248,876	0.6%	2,571,396	15.0%	336,184
MOBILE MATERIALS & SUPPLIES						
504011 Fuels & Lubricants - Non Rev Veh	81,000	73,117	-9.7%	88,100	8.8%	7,100
504012 Fuels & Lubricants - Rev Veh	2,075,000	2,122,458	2.3%	2,333,076	12.4%	258,076
504021 Tires & Tubes	195,000	222,063	13.9%	205,000	5.1%	10,000
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%	-
504191 Rev Vehicle Parts	626,250	600,891	-4.0%	644,017	2.8%	17,767
Totals	2,977,250	3,018,529	1.4%	3,270,193	9.8%	292,943

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET**

Consolidated Expenses

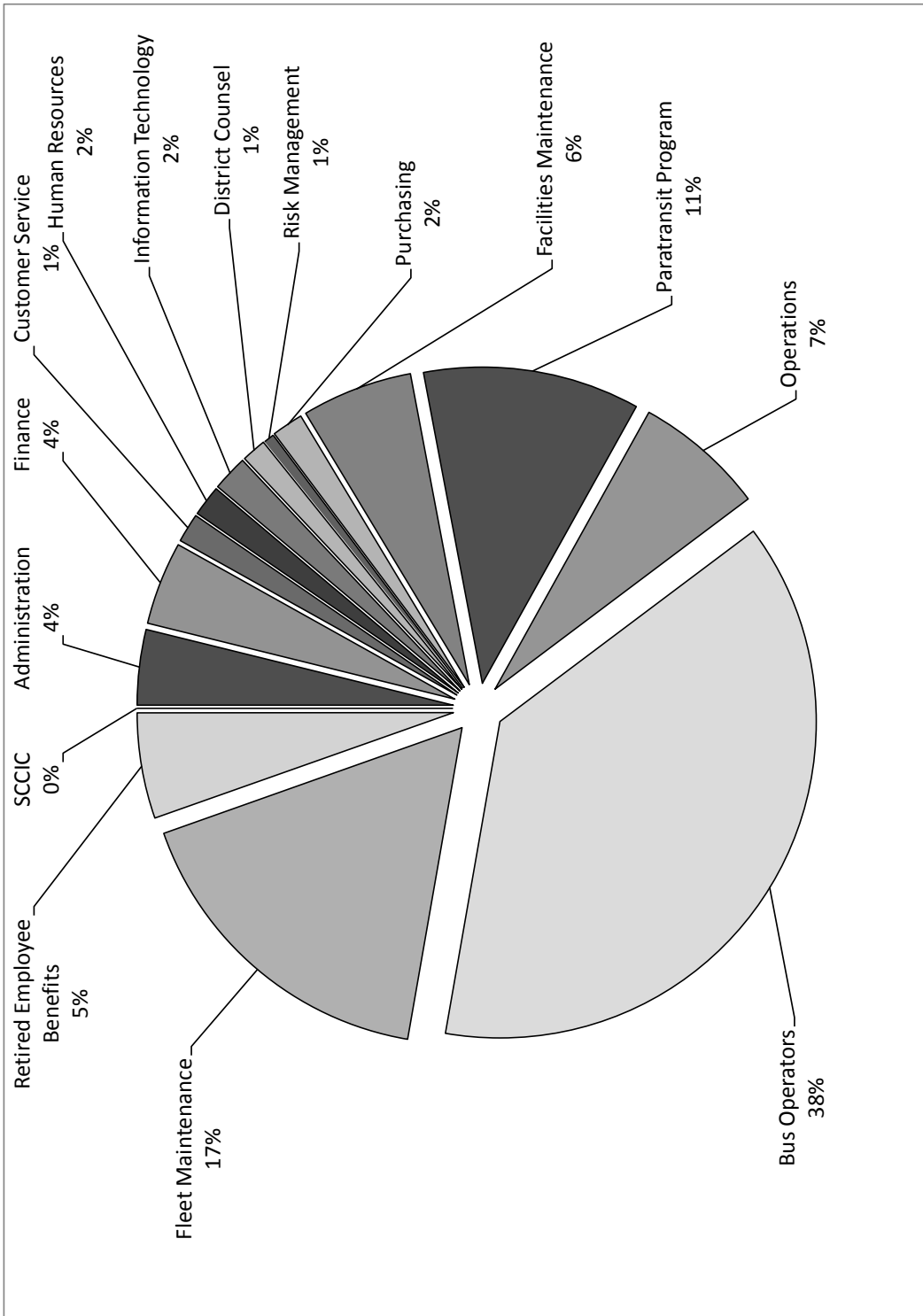
ACCOUNT	REVISED	PROPOSED	% CHANGE	FINAL	% CHANGE	\$ CHANGE
	BUDGET FY13	ACTUAL FY13	REV BUDG FY13 PROPOSED ACTUAL FY13	BUDGET FY14	BUDG FY13 BUDG FY14	BUDG FY13 BUDG FY14
OTHER MATERIALS & SUPPLIES						
504205 Freight Out	2,550	1,983	-22.2%	2,601	2.0%	51
504211 Postage & Mailing	12,950	7,563	-41.6%	13,250	2.3%	300
504214 Promotional Items	1,000	1,874	87.4%	1,000	0.0%	-
504215 Printing	103,650	32,694	-68.5%	97,650	-5.8%	(6,000)
504217 Photo Supp/Process	3,100	1,329	-57.1%	3,600	16.1%	500
504311 Office Supplies	68,985	80,927	17.3%	67,444	-2.2%	(1,541)
504315 Safety Supplies	19,200	29,396	53.1%	19,400	1.0%	200
504317 Cleaning Supplies	48,200	52,016	7.9%	52,270	8.4%	4,070
504409 Repair/Maint Supplies	87,000	109,886	26.3%	87,000	0.0%	-
504421 Non-Inventory Parts	10,100	7,536	-25.4%	10,100	0.0%	-
504511 Small Tools	8,900	10,100	13.5%	9,000	1.1%	100
504515 Employee Tool Replacement	3,000	2,425	-19.2%	3,000	0.0%	-
Totals	368,635	337,729	-8.4%	366,315	-0.6%	(2,320)
UTILITIES						
505011 Gas & Electric	275,000	299,728	9.0%	256,550	-6.7%	(18,450)
505021 Water & Garbage	121,200	129,180	6.6%	121,200	0.0%	-
505031 Telecommunications	100,000	104,412	4.4%	150,000	50.0%	50,000
Totals	496,200	533,320	7.5%	527,750	6.4%	31,550
CASUALTY & LIABILITY						
506011 Insurance - Property	98,000	98,691	0.7%	100,000	2.0%	2,000
506015 Insurance - PL/PD	450,000	424,019	-5.8%	450,000	0.0%	-
506021 Insurance - Other	750	1,067	42.2%	750	0.0%	-
506123 Settlement Costs	150,000	38,994	-74.0%	150,000	0.0%	-
506127 Repairs - District Prop	-	(26,695)	100.0%	-	0.0%	-
Totals	698,750	536,076	-23.3%	700,750	0.3%	2,000

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET**

Consolidated Expenses

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13 PROPOSED ACTUAL FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14	\$ CHANGE BUDG FY13 BUDG FY14
TAXES						
507051 Fuel Tax	14,000	14,389	2.8%	14,000	0.0%	-
507201 Licenses & Permits	16,550	16,267	-1.7%	17,600	6.3%	1,050
507999 Other Taxes	17,000	17,929	5.5%	18,000	5.9%	1,000
Totals	47,550	48,586	2.2%	49,600	4.3%	2,050
PURCHASED TRANS.						
503406 Contract/Paratransit	250,000	136,887	-45.2%	250,000	0.0%	-
Totals	250,000	136,887	-45.2%	250,000	0.0%	-
MISC EXPENSE						
509011 Dues/Subscriptions	67,425	64,528	-4.3%	67,625	0.3%	200
509081 Advertising - District Promo	1,000	1,703	70.3%	14,000	1300.0%	13,000
509101 Employee Incentive Program	13,500	7,693	-43.0%	13,500	0.0%	-
509121 Employee Training	105,100	56,220	-46.5%	128,100	21.9%	23,000
509123 Travel	98,359	68,102	-30.8%	100,359	2.0%	2,000
509125 Local Meeting Expense	5,100	4,904	-3.9%	5,100	0.0%	-
509127 Board Director Fees	12,600	8,625	-31.5%	12,600	0.0%	-
509150 Contributions	-	-	0.0%	-	0.0%	-
509198 Cash Over/Short	-	1,524	100.0%	-	0.0%	-
Totals	303,084	213,299	-29.6%	341,284	12.6%	38,200
LEASES & RENTALS						
512011 Facility Lease	228,000	225,085	-1.3%	230,400	1.1%	2,400
512061 Equipment Rental	22,612	19,354	-14.4%	26,900	19.0%	4,288
Totals	250,612	244,439	-2.5%	257,300	2.7%	6,688
PERSONNEL TOTAL						
	34,231,304	33,923,692	-0.9%	37,858,638	10.6%	3,627,334
<i>Savings from Labor and Fringe Benefits</i>	<i>(1,300,000)</i>			<i>(1,250,000)</i>		<i>50,000</i>
NON-PERSONNEL TOTAL	7,627,293	7,317,742	-4.1%	8,334,587	9.3%	707,295
TOTAL OPERATING EXPENSES	40,558,597	41,241,434	1.7%	44,943,226	10.8%	4,384,629

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
 FY14 FINAL OPERATING BUDGET
 DEPARTMENTAL EXPENSES**



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET**

Departmental Expenses

DEPARTMENT	REVISED	PROPOSED	% CHANGE		FINAL	% CHANGE		\$ CHANGE
	BUDGET FY13	ACTUAL FY13	REV BUDG FY13	PROPOSED ACTUAL FY13	BUDGET FY14	BUDG FY13 BUDG FY14	BUDG FY13 BUDG FY14	BUDG FY13 BUDG FY14
1100 Administration	1,441,161	1,228,031	-14.8%	-14.8%	1,782,198	23.7%	23.7%	341,037
1200 Finance	1,800,358	1,690,313	-6.1%	-6.1%	1,958,984	8.8%	8.8%	158,626
1300 Customer Service	648,848	712,240	9.8%	9.8%	687,032	5.9%	5.9%	38,184
1400 Human Resources	638,223	668,056	4.7%	4.7%	719,836	12.8%	12.8%	81,612
1500 Information Technology	702,599	710,999	1.2%	1.2%	843,579	20.1%	20.1%	140,980
1700 District Counsel	669,995	646,233	-3.5%	-3.5%	579,880	-13.5%	-13.5%	(90,116)
1800 Risk Management	250,000	58,112	-76.8%	-76.8%	250,000	0.0%	0.0%	-
1900 Purchasing	250,746	246,784	-1.6%	-1.6%	737,518	194.1%	194.1%	486,772
2200 Facilities Maintenance	2,530,788	2,497,645	-1.3%	-1.3%	2,608,210	3.1%	3.1%	77,422
3100 Paratransit Program	5,037,097	5,176,492	2.8%	2.8%	5,109,442	1.4%	1.4%	72,345
3200 Operations	2,861,253	2,771,034	-3.2%	-3.2%	3,082,244	7.7%	7.7%	220,991
3300 Bus Operators	15,314,356	15,220,844	-0.6%	-0.6%	17,562,242	14.7%	14.7%	2,247,885
4100 Fleet Maintenance	7,332,221	7,253,178	-1.1%	-1.1%	7,773,354	6.0%	6.0%	441,133
5100 Capital Funded Labor	-	-	0.0%	0.0%	-	0.0%	0.0%	-
9001 Cobra Benefits	-	7,555	100.0%	100.0%	-	0.0%	0.0%	-
9005 Retired Employee Benefits	2,380,649	2,353,617	-1.1%	-1.1%	2,498,407	4.9%	4.9%	117,758
700 SCCIC/COPS	300	300	0.0%	0.0%	300	0.0%	0.0%	-
<i>Savings from Labor and Fringe Benefits</i>	<i>(1,300,000)</i>	-	<i>-100.0%</i>	<i>-100.0%</i>	<i>(1,250,000)</i>	-	-	<i>50,000</i>
TOTAL OPERATING EXPENSES	40,558,597	41,241,434	1.7%	1.7%	44,943,226	10.8%	10.8%	4,384,629

II. DEPARTMENTAL FUNCTIONS

OBJECTIVES

AND

LINE ITEM BUDGETS



**OFFICE OF THE GENERAL MANAGER
ADMINISTRATION
1100**

MAJOR FUNCTIONS OF THE DEPARTMENT

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

DEPARTMENT OBJECTIVES FOR FY14

- Continue to achieve timely preparation, delivery and posting of Board agenda packets, including timely preparation of Board Meeting minutes and maintenance of online archives.
- Continue to maintain the file retention system for Santa Cruz METRO's official records.
- Provide information and staff support for the Santa Cruz Civic Improvement Corporation (SCCIC)
- Review Front Office support staffing requirements with the addition of Assistant General Manager.
- Aggressively seek and administer federal, state, and local grant funds to support the continued operating and capital activities at Santa Cruz METRO.
- Monitor federal legislation to achieve a new multi-year authorization bill and to ensure that those funds authorized are appropriated to benefit Santa Cruz METRO, including major revisions to the federal bus capital funding program.
- Maintain compliance with Federal Transit Administration Civil Rights regulations and submit periodic updates to required plans.
- Monitor state legislative activities and advocate for maintenance of STA funding to the \$450 million, or greater, statewide level in any funding improvement bills.
- Advocate for the sale of all of the \$800 million in state voter approved bonds in the PTMISEA Program and advocate for the advancement of bond proceeds for "ready to go" projects.
- Coordinate with other agencies towards the betterment of public transit in Santa Cruz County.

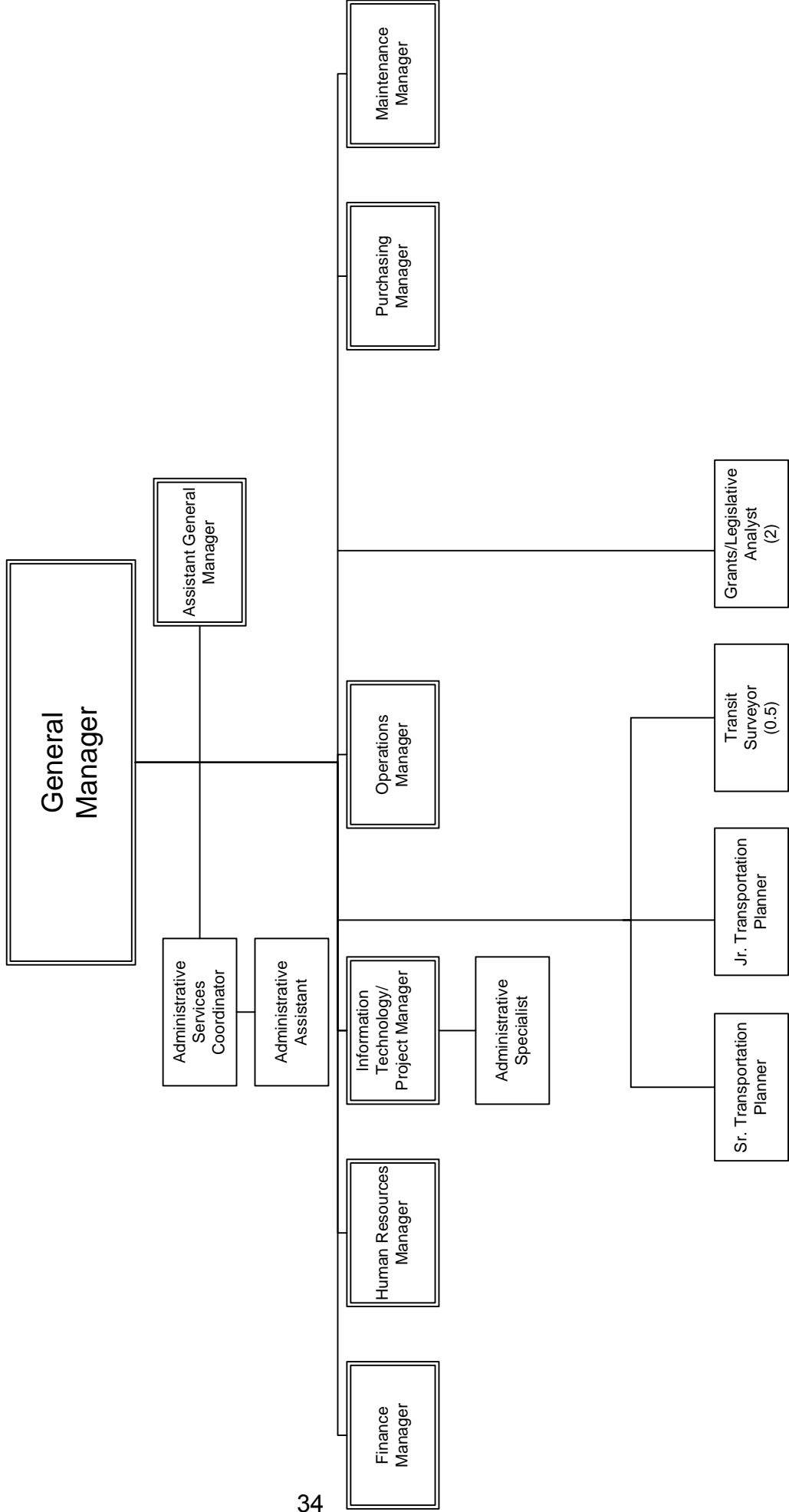
Administration Department (con't)

- Install second L/CNG tank and other fueling and sound abatement improvements at 1200 River St.
- Identify funding source for the replacement of remaining 30 diesel buses.
- Identify funding source(s) for essential technological improvements such as AVL/APC for Planning and data collection/reporting purposes.
- Oversee the construction of Judy K. Souza Operations Facility.
- Conduct facility site analysis for Paratransit Operating Facility.
- Maintenance of the multi-year Capital and Operating Budget process, with five-year projections of Santa Cruz METRO revenue and expenses, including development of long term Budget Policies. Identify actions needed to achieve long term balanced budget.
- Continue to communicate to the SCCRTC, the Capital and Operating Budget financial resources that are necessary to sustain fixed-route and paratransit services.
- Work collaboratively with AMBAG to develop regional planning documents to address AB 32 goals and SB 375 SCS requirements. Join with AMBAG to advocate for the use of Cap and Trade Auction receipts to provide transit service improvements required for SCS. Advocate for the allocation of at least 35-40% of Cap-and-Trade carbon credit auction proceeds to be allocated to statewide public transportation needs, with a particular focus on transit systems maintenance, repair and upgrades and with additional operational support where needed in smaller, rural systems.
- Advocate for the development of a new Transportation Bond Program similar to the soon-to-expire 2006 Bond Program,
- Procure security projects funded with Proposition 1B Security Program funds including future funds covered by the Letter of No Prejudice from the State.
- Develop and maintain a regular forum with UCSC for the discussion and resolution of issues regarding the bus service.
- Provide information and staff support for the Metro Advisory Committee (MAC).
- Participate in key committees of the California Transit Association.
- Participate in key committees of the American Public Transportation Association (APTA).
- Participate in the California Association of Community Transit (CALACT).

Administration Department (con't)

- Monitor the implementation and expansion of the Smart Card Fare Collection System.
- Evaluate design options and identify funds for the renovation of the Watsonville Transit Center.
- Evaluate design options and identify funds to renovate/reconstruct the Santa Cruz Pacific Station Facility.
- Develop and complete a new Short Range Transit Plan.
- Investigate feasibility of electric propulsion through participation in the US Bus Consortium.
- Resolve conflicts involving implementation of Pepra vs. 13-C Protections to ensure time receipt of federal operating funds.
- Oversee the TPA and Triennial Review activities.

Administration 1100



FY14 FINAL OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Administration - 1100

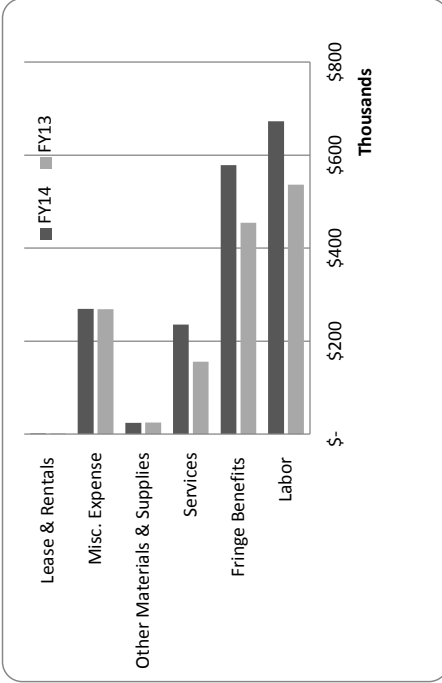
Position Title	Authorized	Funded	Authorized	Funded
	FY 13 Revised	FY 13 Revised	FY 14 Final	FY 14 Final
General Manager	1.00	1.00	1.00	1.00
Assistant General Manager	1.00	0.00	1.00	1.00
Admin Services Coordinator	1.00	1.00	1.00	1.00
Administrative Assistant	2.00	1.00	2.00	1.00
Administrative Specialist *	1.00	1.00	1.00	1.00
Grants/Legislative Analyst	2.00	2.00	2.00	2.00
Transportation Planning Supervisor	1.00	0.00	1.00	0.00
Jr. Transportation Planner	1.00	1.00	1.00	1.00
Sr. Transportation Planner	1.00	1.00	1.00	1.00
Transit Surveyor	1.00	0.50	1.00	0.50
Total Full-Time Equivalents (FTEs)	12.00	8.50	12.00	9.50

* Expenses for Administrative Specialist Position will be incurred in department 5100 Capital Funded Labor in FY14, in order to facilitate financial/grant reporting.

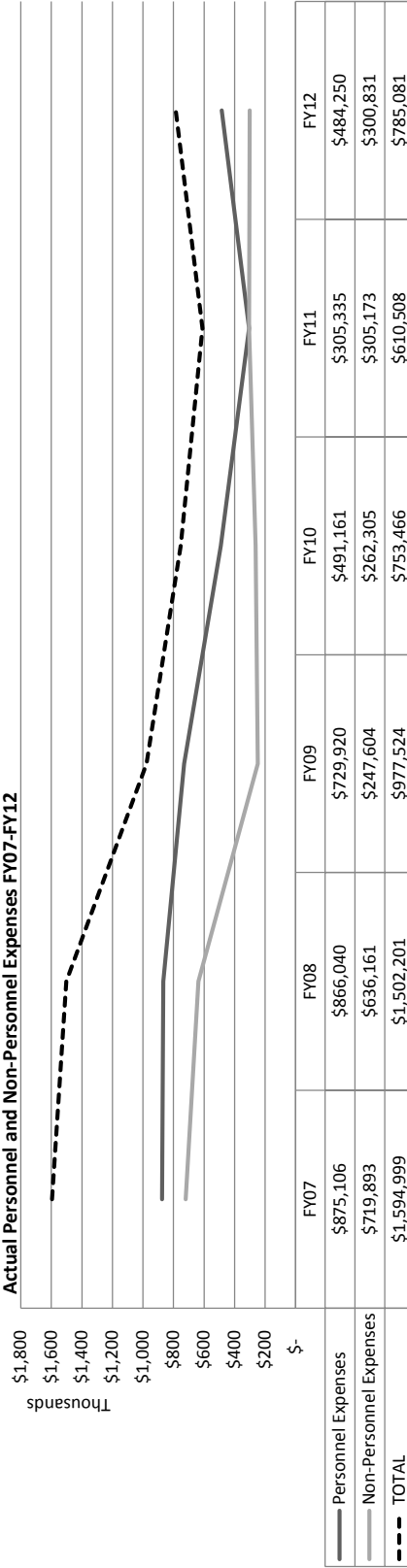
Administration 1100

	Revised Budget FY13	Budget FY14	Var \$	Var %
Personnel Expenses:				
Labor	\$ 536,316	\$ 673,016	\$ 136,700	25.49%
Fringe Benefits	\$ 454,248	\$ 578,585	\$ 124,337	27.37%
	\$ 990,564	\$ 1,251,602	\$ 261,037	26.35%
Non-Personnel Expenses:				
Services	\$ 155,845	\$ 235,845	\$ 80,000	51.33%
Other Materials & Supplies	\$ 25,000	\$ 24,000	\$ (1,000)	-4.00%
Misc. Expense	\$ 268,484	\$ 269,484	\$ 1,000	0.37%
Lease & Rentals	\$ 1,268	\$ 1,268	\$ -	0.00%
	\$ 450,597	\$ 530,597	\$ 80,000	17.75%

Total Expenses: \$ 1,441,161 \$ 1,782,198 \$ 341,037 23.66%



Actual Personnel and Non-Personnel Expenses FY07-FY12



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
Administration - 1100

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
LABOR						
501011 Bus Operator Pay	-	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	-	0.0%	-	0.0%
501021 Other Salaries	535,893	509,404	509,404	-4.9%	671,182	25.2%
501023 Other OT	424	5,767	5,767	1261.7%	1,835	333.2%
Totals	536,316	515,171	515,171	-3.9%	673,016	25.5%
FRINGE BENEFITS						
502011 Medicare/Soc. Sec.	10,325	9,193	9,193	-11.0%	12,762	23.6%
502021 Retirement	115,291	105,322	105,322	-8.6%	155,933	35.3%
502031 Medical Ins	102,274	98,222	98,222	-4.0%	136,571	33.5%
502041 Dental Ins	8,754	8,017	8,017	-8.4%	11,098	26.8%
502045 Vision Ins	2,640	2,097	2,097	-20.6%	3,059	15.9%
502051 Life Ins/AD&D	1,029	719	719	-30.1%	1,180	14.7%
502060 State Disability Ins (SDI)	5,506	5,133	5,133	-6.8%	6,895	25.2%
502061 Long Term Disability Ins	4,058	2,868	2,868	-29.3%	5,144	26.8%
502071 State Unemployment Ins (SUJ)	2,184	1,911	1,911	-12.5%	2,607	19.4%
502081 Worker's Comp Ins	24,237	8,822	8,822	-63.6%	33,990	40.2%
502101 Holiday Pay	15,480	9,148	9,148	-40.9%	25,492	64.7%
502103 Floating Holiday	8,532	8,510	8,510	-0.2%	14,714	72.5%
502109 Sick Leave	59,061	23,543	23,543	-60.1%	66,248	12.2%
502111 Annual Leave	87,989	70,018	70,018	-20.4%	94,829	7.8%
502121 Other Paid Absence	4,684	8,096	8,096	72.8%	5,818	24.2%
502251 Phys. Exams	-	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	2,204	2,181	2,181	-1.1%	2,245	1.8%
Totals	454,248	363,800	363,800	-19.9%	578,585	27.4%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
Administration - 1100

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
SERVICES						
503011 Acting/Audit Fees	-	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	38,700	21,085	21,085	-45.5%	118,700	206.7%
503032 Legislative Services	105,000	90,000	90,000	-14.3%	105,000	0.0%
503033 Legal Services	-	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	-	0.0%	-	0.0%
503041 Temp Help	-	8,186	8,186	100.0%	-	0.0%
503161 Custodial Services	-	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	-	0.0%	-	0.0%
503171 Security Services	-	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	5,000	1,624	1,624	-67.5%	5,000	0.0%
503222 Legal Ads	-	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	0.0%	-	0.0%
503352 Repair - Equipment	7,145	8,888	8,888	24.4%	7,145	0.0%
503353 Repair - Rev Vehicle	-	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	-	0.0%	-	0.0%
Totals	155,845	129,783	129,783	-16.7%	235,845	51.3%
MOBILE MATERIALS & SUPPLIES						
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
Administration - 1100

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
OTHER MATERIALS & SUPPLIES						
504205 Freight Out	-	-	-	0.0%	-	0.0%
504211 Postage & Mailing	6,000	5,334	-	-11.1%	6,000	0.0%
504214 Promotional Items	1,000	1,874	-	87.4%	-	-100.0%
504215 Printing	1,000	864	-	-13.6%	1,000	0.0%
504217 Photo Supp/Process	-	-	-	0.0%	-	0.0%
504311 Office Supplies	17,000	21,589	-	27.0%	17,000	0.0%
504315 Safety Supplies	-	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	0.0%	-	0.0%
Totals	25,000	29,661	24,000	18.6%	24,000	-4.0%
UTILITIES						
505011 Gas & Electric	-	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY						
506011 Insurance - Property	-	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
Administration - 1100

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
TAXES						
507051 Fuel Tax	-	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	-	0.0%	-	0.0%
Totals				0.0%		0.0%
PURCHASED TRANS.						
503406 Contract/Paratransit	-	-	-	0.0%	-	0.0%
Totals				0.0%		0.0%
MISC EXPENSE						
509011 Dues/Subscriptions	52,425	51,630	51,630	-1.5%	52,425	0.0%
509081 Advertising - District Promo	1,000	1,703	1,703	70.3%	-	-100.0%
509101 Employee Incentive Program	10,000	7,693	7,693	-23.1%	10,000	0.0%
509121 Employee Training	91,100	47,222	47,222	-48.2%	91,100	0.0%
509123 Travel	96,359	66,771	66,771	-30.7%	98,359	2.1%
509125 Local Meeting Expense	5,000	4,730	4,730	-5.4%	5,000	0.0%
509127 Board Director Fees	12,600	8,625	8,625	-31.5%	12,600	0.0%
509150 Contributions	-	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	-	0.0%	-	0.0%
Totals	268,484	188,373	188,373	-29.8%	269,484	0.4%
LEASES & RENTALS						
512011 Facility Lease	-	-	-	0.0%	-	0.0%
512061 Equipment Rental	1,268	1,243	1,243	-2.0%	1,268	0.0%
Totals	1,268	1,243	1,243	-2.0%	1,268	0.0%
PERSONNEL TOTAL	990,564	878,971	878,971	-11.3%	1,251,602	26.4%
NON-PERSONNEL TOTAL	450,597	349,060	349,060	-22.5%	530,597	17.8%
DEPARTMENT TOTALS	1,441,161	1,228,031	1,228,031	-14.8%	1,782,198	23.7%

FINANCE 1200

MAJOR FUNCTIONS OF THE DEPARTMENT

The Finance Department is responsible for:

- General Ledger
- Accounts Payable
- Accounts Receivable
- Grant Accounting
- Payroll
- Fixed Asset Accounting
- Investment
- Audit
- Financial Forecasting / Budgeting
- Financial and Regulatory Reporting
- Tax Filings (Monthly, Quarterly, and Annual)
- Revenue Collection Reconciliation
- Advertising
- Debt Service

The Finance Department also:

- Develops and monitors annual operating and capital budgets
- Develops and updates short-range and long-range financial plans
- Purchases and maintains property and liability insurance
- Disseminates a wide variety of information to other departments and the public
- Conducts annual physical inventory counts

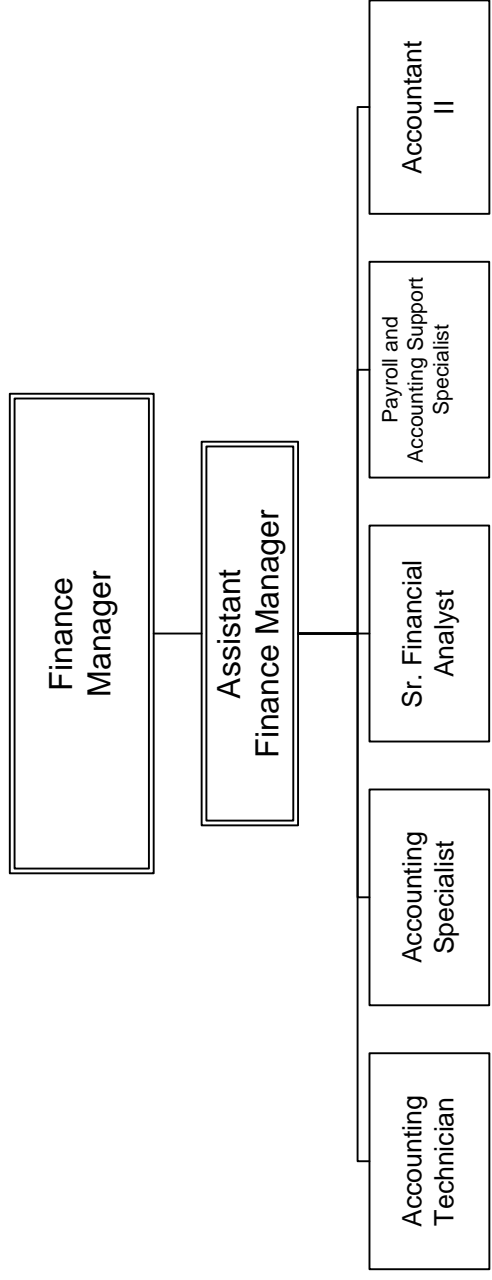
DEPARTMENT OBJECTIVES for FY14

- Continue to assist the Board of Directors with the operating and capital budget process, long-term budgetary planning, development of five-year revenue and expense projections and creation of the unmet Capital needs list
- Work towards fully automating the timekeeping process via the Qquest timekeeping software to increase efficiency and ensure compliance with the Fair Labor Standards Act
- Continue to enhance reporting functions through graphs, charts and presentations to the Departments, Management, Board of Directors, and the Public
- Maintain areas of Santa Cruz METRO's website that pertain to the Finance Department
- Establish a funding policy pertaining to Santa Cruz METRO's GASB 45 OPEB liability
- Accurate, timely and efficient reporting of business and payroll transactions

Finance Department (con't)

- Work with outside agencies to analyze our payroll process and recommend changes if necessary
- Work with District Counsel and Human Resources to comply with new laws, rules, regulations and Union contracts
- Cross-train department staff to provide assistance, back-up coverage and enhanced customer service in all daily operations
- Strive for timely billing and revenue collection
- Maximize the benefits of existing, upgraded, and/or new technology programs
- Work with outside agencies to write an Request for Proposals to procure a new financial system
- Protect and preserve the assets of Santa Cruz METRO
- Continue to promote individual training and education within the department
- Ensure ongoing compliance with generally accepted accounting principles ("GAAP") and statutory reporting requirements
- Continue to improve and update processes relating to internal control, policies and procedures
- Draft financial policies to address Operating and Capital budget as well as Operating and Capital Reserve accounts for the Board's consideration.
- Provide the tools, time and talent for the staff to improve overall efficiency through automation, education and a more user-friendly computer environment
- Maintain California Transit Insurance Pool (CalTIP) Board position and adhere to decisions made related to the insurance pool
- Promote advertising on Santa Cruz buses
- Continue to network and outreach with our community partners
- Promote and ensure fiscal responsibility and sustainability throughout Santa Cruz METRO
- Review department activities and processes on an ongoing basis—seeking to maximize organizational effectiveness, including cash control, and payroll controls

Finance
1200

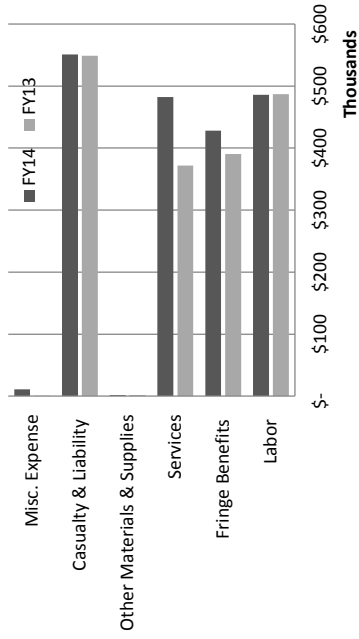


FY14 FINAL OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Finance - 1200

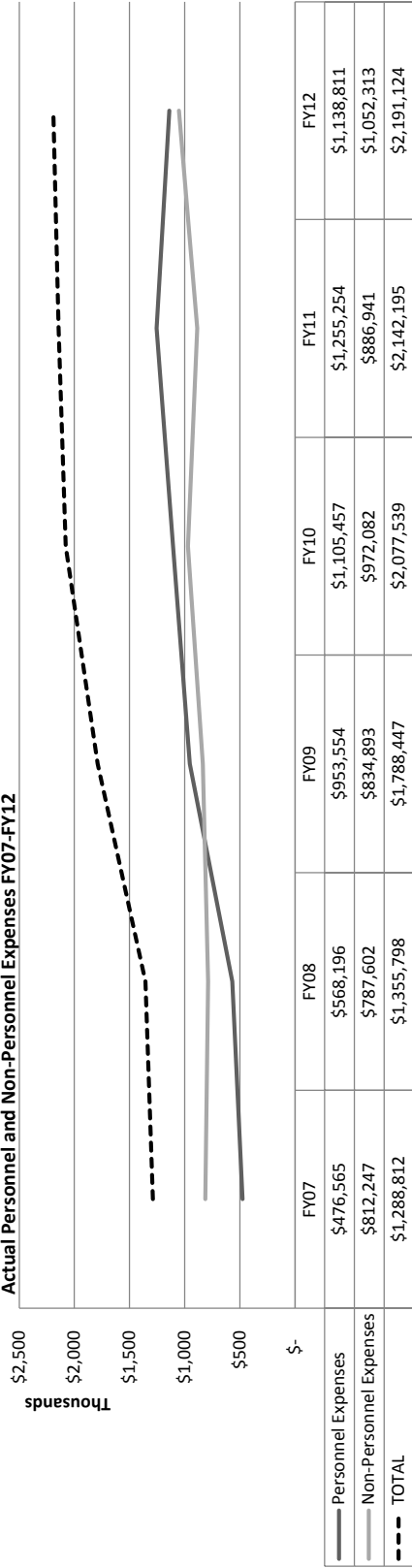
Position Title	Authorized		Funded		Funded	
	FY 13 Revised	FY 14 Final	FY 13 Revised	FY 14 Final	FY 13 Revised	FY 14 Final
Finance Manager	1.00	1.00	1.00	1.00	1.00	1.00
Assistant Finance Manager	1.00	1.00	1.00	1.00	1.00	1.00
Senior Accountant	0.50	0.50	0.00	0.00	0.00	0.00
Accountant II	1.00	1.00	1.00	1.00	1.00	1.00
Accounting Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Accounting Tech	1.00	1.00	1.00	1.00	1.00	1.00
Payroll and Accounting Support Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Financial Analyst/Sr. Financial Analyst	1.00	1.00	1.00	1.00	1.00	1.00
Vault Room Coordinator	1.00	1.00	0.00	0.00	0.00	0.00
Revenue Specialist	1.00	1.00	0.00	0.00	0.00	0.00
Total Full-Time Equivalents (FTEs)	9.50	9.50	7.00	7.00	7.00	7.00

Finance 1200

	Revised Budget FY13	Budget FY14	Var \$	Var %
Personnel Expenses:				
Labor	\$ 486,780	\$ 485,802	\$ (978)	-0.20%
Fringe Benefits	\$ 390,328	\$ 427,932	\$ 37,604	9.63%
	\$ 877,108	\$ 913,734	\$ 36,626	4.18%
Non-Personnel Expenses:				
Services	\$ 372,100	\$ 482,100	\$ 110,000	29.56%
Other Materials & Supplies	\$ 1,500	\$ 1,500	\$ -	0.00%
Casualty & Liability	\$ 548,750	\$ 550,750	\$ 2,000	0.36%
Misc. Expense	\$ 900	\$ 10,900	\$ 10,000	1111.11%
	\$ 923,250	\$ 1,045,250	\$ 122,000	13.21%
Total Expenses:	\$ 1,800,358	\$ 1,958,984	\$ 158,626	8.81%



Actual Personnel and Non-Personnel Expenses FY07-FY12



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET**

Finance - 1200

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13 PROPOSED ACTUAL FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 Other Salaries	484,608	473,790	-2.2%	485,469	0.2%
501023 Other OT	2,172	214	-90.2%	332	-84.7%
Totals	486,780	474,004	-2.6%	485,802	-0.2%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	8,511	8,195	-3.7%	8,612	1.2%
502021 Retirement	99,405	93,448	-6.0%	112,351	13.0%
502031 Medical Ins	132,297	124,229	-6.1%	139,930	5.8%
502041 Dental Ins	11,532	10,631	-7.8%	11,705	1.5%
502045 Vision Ins	2,310	2,134	-7.6%	2,379	3.0%
502051 Life Ins/AD&D	1,005	867	-13.7%	1,035	3.0%
502060 State Disability Ins (SDI)	5,156	4,770	-7.5%	5,525	7.2%
502061 Long Term Disability Ins	3,949	2,856	-27.7%	4,119	4.3%
502071 State Unemployment Ins (SUI)	1,911	2,157	12.9%	2,027	6.1%
502081 Worker's Comp Ins	19,960	6,378	-68.0%	27,991	40.2%
502101 Holiday Pay	12,762	10,571	-17.2%	17,651	38.3%
502103 Floating Holiday	10,173	10,173	0.0%	10,377	2.0%
502109 Sick Leave	25,524	15,316	-40.0%	26,477	3.7%
502111 Annual Leave	47,722	48,093	0.8%	49,486	3.7%
502121 Other Paid Absence	3,988	7,893	97.9%	4,137	3.7%
502251 Phys. Exams	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	4,123	4,080	-1.0%	4,129	0.2%
Totals	390,328	351,792	-9.9%	427,932	9.6%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET**

Finance - 1200

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED REV BUDG FY13	% CHANGE REV BUDG FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
SERVICES						
503011 Acting/Audit Fees	80,000	53,700		-32.9%	80,000	0.0%
503012 Admin/Bank Fees	280,000	248,353		-11.3%	330,000	17.9%
503031 Prof/Technical Fees	12,000	8,006		-33.3%	72,000	500.0%
503032 Legislative Services	-	-		0.0%	-	0.0%
503033 Legal Services	-	-		0.0%	-	0.0%
503034 Pre-Employment Exams	-	-		0.0%	-	0.0%
503041 Temp Help	-	28,408		100.0%	-	0.0%
503161 Custodial Services	-	-		0.0%	-	0.0%
503162 Uniforms/Laundry	-	-		0.0%	-	0.0%
503171 Security Services	-	-		0.0%	-	0.0%
503221 Classified/Legal Ads	100	-		-100.0%	100	0.0%
503222 Legal Ads	-	-		0.0%	-	0.0%
503225 Graphic Services	-	-		0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-		0.0%	-	0.0%
503352 Repair - Equipment	-	-		0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-		0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-		0.0%	-	0.0%
503363 Haz Mat Disposal	-	-		0.0%	-	0.0%
Totals	372,100	338,467		-9.0%	482,100	29.6%
MOBILE MATERIALS & SUPPLIES						
504011 Fuels & Lubricants - Non Rev Veh	-	-		0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-		0.0%	-	0.0%
504021 Tires & Tubes	-	-		0.0%	-	0.0%
504161 Other Mobile Supplies	-	-		0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-		0.0%	-	0.0%
Totals	-	-		0.0%	-	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
 Finance - 1200

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
OTHER MATERIALS & SUPPLIES						
504205 Freight Out	-	-	-	0.0%	-	0.0%
504211 Postage & Mailing	500	-	-	-100.0%	500	0.0%
504214 Promotional Items	-	-	-	0.0%	-	0.0%
504215 Printing	1,000	-	-	-100.0%	1,000	0.0%
504217 Photo Supp./Process	-	-	-	0.0%	-	0.0%
504311 Office Supplies	-	-	-	0.0%	-	0.0%
504315 Safety Supplies	-	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	0.0%	-	0.0%
Totals	1,500	-	-	-100.0%	1,500	0.0%
UTILITIES						
505011 Gas & Electric	-	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY						
506011 Insurance - Property	98,000	98,691	98,691	0.7%	100,000	2.0%
506015 Insurance - PL/PD	450,000	424,019	424,019	-5.8%	450,000	0.0%
506021 Insurance - Other	750	1,067	1,067	42.2%	750	0.0%
506123 Settlement Costs	-	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	0.0%	-	0.0%
Totals	548,750	523,776	523,776	-4.6%	550,750	0.4%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
 Finance - 1200

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13 PROPOSED ACTUAL FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	900	750	-16.7%	900	0.0%
509081 Advertising - District Promo	-	-	0.0%	10,000	100.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	1,524	100.0%	-	0.0%
Totals	900	2,274	152.7%	10,900	1111.1%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PERSONNEL TOTAL	877,108	825,795	-5.9%	913,734	4.2%
NON-PERSONNEL TOTAL	-	864,517	-6.4%	1,045,250	13.2%
DEPARTMENT TOTALS	1,800,358	1,690,313	-6.1%	1,958,984	8.8%

CUSTOMER SERVICE

1300

MAJOR FUNCTIONS OF THE DEPARTMENT

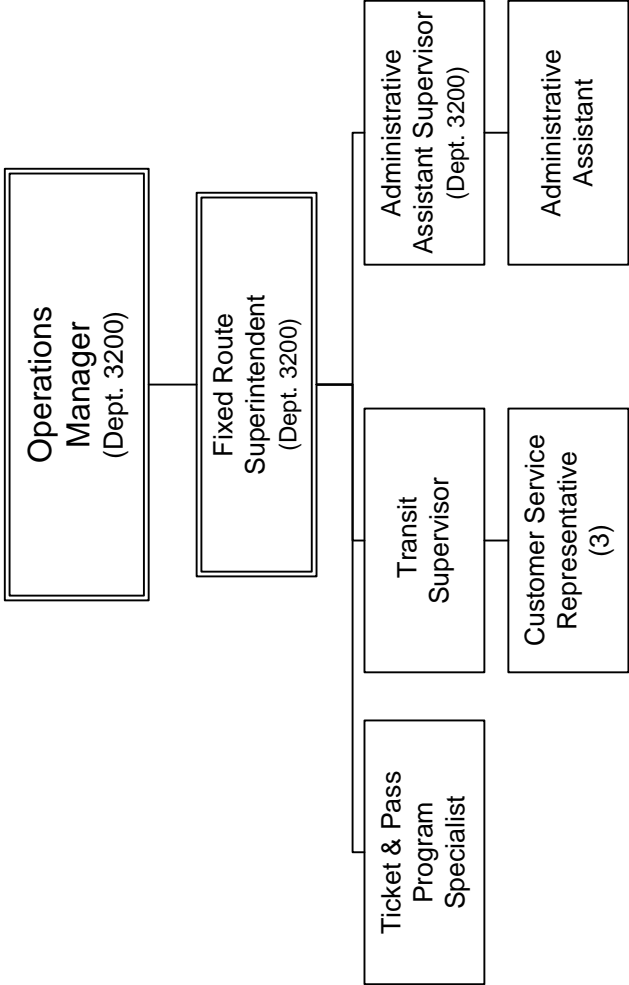
The Customer Service Department located in Santa Cruz Metro Transit Center provides Fixed Route Accessible Services and Paratransit Eligibility Certification, bi-lingual customer comment assistance, bus route information, trip-planning assistance, lost and found services, ticket and pass sales to Santa Cruz METRO Fixed Route and ParaCruz customers, coordinates with other departments the creation of Santa Cruz METRO's Headways publication, informational updates on Santa Cruz METRO's service webpage

DEPARTMENT OBJECTIVES FOR FY14

- Provide all ParaCruz Customer Identification Card processing at the Metro Transit Center.
- On a continuing basis increase Public Outreach promoting Santa Cruz METRO's new services and various fare media options
- On a continuing basis coordinate a comprehensive presentation at UCSC familiarizing freshman class of students with available Santa Cruz METRO services.
- Update Customer Service Department Procedures Manual.
- Update job descriptions and duties to establish backups for all positions.
- Update and translate to Spanish all relevant Customer Service forms.
- Improve Customer Service and information conveyance with the use of phone center software.
- Improve Customer Service Reporting processes to better respond to service concerns, suggestions, requests, and compliments, integrating newly created website features.
- Improve and increase use of visual graphic media in the promotion of Santa Cruz METRO services.
- Limited English Proficiency (LEP) plan implementation and outreach.
- Develop training module for operators on Customer Service and the various programs.
- Improve efficiency of CSR's in responding to inquiries and complaints by accessing electronic information.

- Experiment with new schedules for better service delivery
- Improve process relating to Lost and Found, update written Lost and Found procedures for unclaimed articles

Customer Service 1300

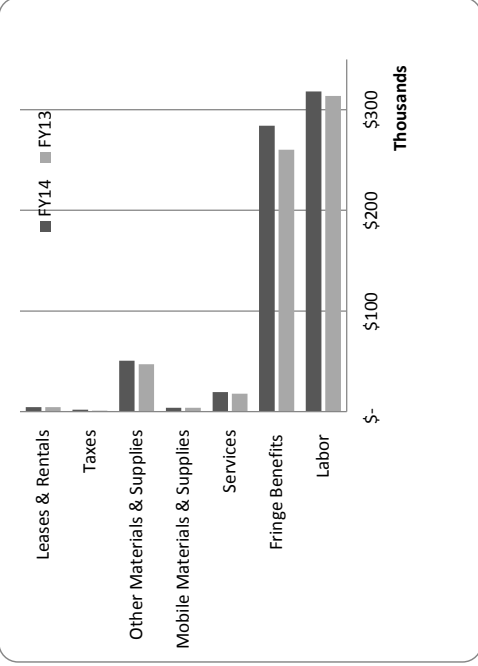


FY14 FINAL OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Customer Service - 1300

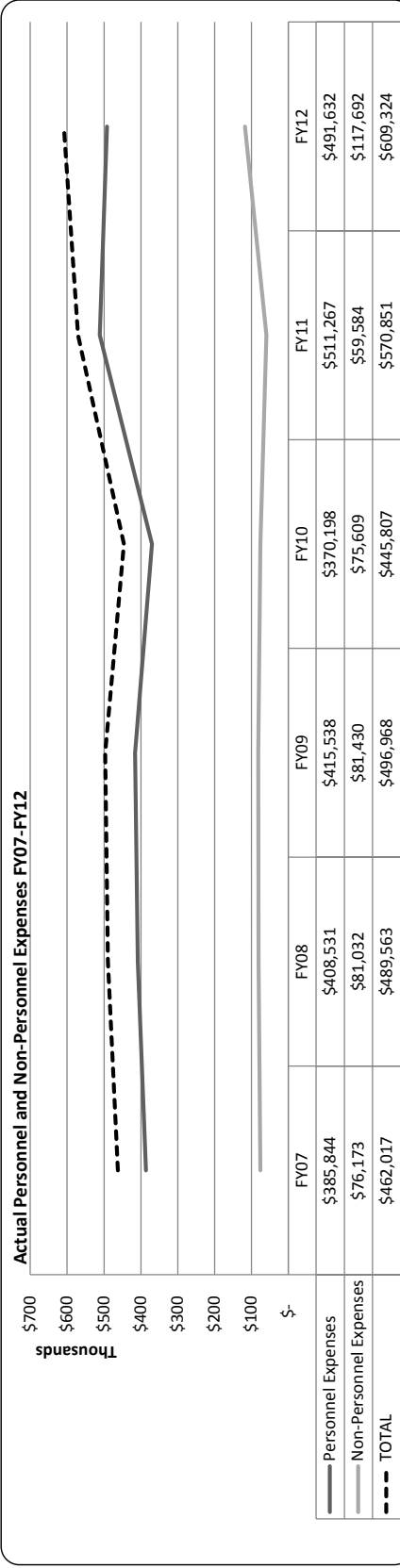
Position Title	Authorized		Funded	
	FY 13 Revised	FY 14 Final	FY 13 Revised	FY 14 Final
Planning & Marketing Manager	1.00	1.00	0.00	0.00
Transit Supervisor	1.00	1.00	1.00	1.00
Customer Service Coordinator	1.00	1.00	0.00	0.00
CSR	5.00	5.00	3.00	3.00
Ticket & Pass Program Specialist	1.00	1.00	1.00	1.00
Administrative Assistant	1.25	1.25	1.00	1.00
Total Full-Time Equivalents (FTEs)	10.25	10.25	6.00	6.00

Customer Service 1300

	Revised Budget FY13	Budget FY14	Var \$	Var %
Personnel Expenses:				
Labor	\$ 313,741	\$ 318,297	\$ 4,557	1.45%
Fringe Benefits	\$ 260,358	\$ 284,134	\$ 23,777	9.13%
	\$ 574,098	\$ 602,432	\$ 28,334	4.94%
Non-Personnel Expenses:				
Services	\$ 18,000	\$ 19,500	\$ 1,500	8.33%
Mobile Materials & Supplies	\$ 4,000	\$ 4,000	\$ -	0.00%
Other Materials & Supplies	\$ 47,300	\$ 50,500	\$ 3,200	6.77%
Taxes	\$ 1,050	\$ 2,100	\$ 1,050	100.00%
Misc. Expense	\$ -	\$ 4,000	\$ 4,000	100.00%
Leases & Rentals	\$ 4,400	\$ 4,500	\$ 100	2.27%
	\$ 74,750	\$ 84,600	\$ 9,850	13.18%
Total Expenses:	\$ 648,848	\$ 687,032	\$ 38,184	5.88%



Actual Personnel and Non-Personnel Expenses FY07-FY12



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
 Customer Service - 1300

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 Other Salaries	305,038	291,808	-4.3%	308,797	1.2%
501023 Other OT	8,702	11,176	28.4%	9,500	9.2%
Totals	313,741	302,984	-3.4%	318,297	1.5%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	5,442	3,892	-28.5%	5,652	3.9%
502021 Retirement	61,880	59,342	-4.1%	68,749	11.1%
502031 Medical Ins	86,901	87,642	0.9%	92,057	5.9%
502041 Dental Ins	9,720	9,458	-2.7%	9,866	1.5%
502045 Vision Ins	1,980	1,899	-4.1%	2,039	3.0%
502051 Life Ins/AD&D	702	637	-9.2%	723	3.0%
502060 State Disability Ins (SDI)	3,587	3,565	-0.6%	3,773	5.2%
502061 Long Term Disability Ins	2,523	2,482	-1.6%	2,641	4.7%
502071 State Unemployment Ins (SUI)	1,638	1,788	9.2%	1,738	6.1%
502081 Worker's Comp Ins	17,109	92,789	442.3%	23,993	40.2%
502101 Holiday Pay	7,897	5,361	-32.1%	10,739	36.0%
502103 Floating Holiday	-	3,006	100.0%	-	0.0%
502109 Sick Leave	15,795	12,709	-19.5%	16,108	2.0%
502111 Annual Leave	41,324	44,098	6.7%	42,143	2.0%
502121 Other Paid Absence	2,468	3,227	30.8%	2,517	2.0%
502251 Phys. Exams	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	1,391	1,720	23.6%	1,397	0.4%
Totals	260,358	333,616	28.1%	284,134	9.1%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
Customer Service - 1300

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED	REV BUDG FY13	% CHANGE	FINAL BUDGET FY14	% CHANGE BUDG FY13
				ACTUAL FY13	PROPOSED		BUDG FY14
SERVICES							
503011 Acting/Audit Fees	-	-	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	12,000	12,884	12,884	12,884	7.4%	13,500	12.5%
503032 Legislative Services	-	-	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	-	-	0.0%	-	0.0%
503041 Temp Help	-	19,251	19,251	19,251	100.0%	-	0.0%
503161 Custodial Services	-	-	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	-	-	0.0%	-	0.0%
503171 Security Services	-	-	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	-	-	0.0%	-	0.0%
503225 Graphic Services	5,000	-	-	-	-100.0%	5,000	0.0%
503351 Repair - Bldg & Impr	-	-	-	-	0.0%	-	0.0%
503352 Repair - Equipment	1,000	571	571	571	-42.9%	1,000	0.0%
503353 Repair - Rev Vehicle	-	-	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	-	-	0.0%	-	0.0%
Totals	18,000	32,706	32,706	32,706	81.7%	19,500	8.3%
MOBILE MATERIALS & SUPPLIES							
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	4,000	2,453	2,453	2,453	-38.7%	4,000	0.0%
Totals	4,000	2,453	2,453	2,453	-38.7%	4,000	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
Customer Service - 1300

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED REV BUDG FY13	% CHANGE REV BUDG FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
OTHER MATERIALS & SUPPLIES						
504205 Freight Out	-	-	-	0.0%	-	0.0%
504211 Postage & Mailing	2,500	-	-	-100.0%	2,500	0.0%
504214 Promotional Items	-	-	-	0.0%	1,000	100.0%
504215 Printing	40,000	31,320	-	-21.7%	41,500	3.8%
504217 Photo Supp/Process	1,500	-	-	-100.0%	2,000	33.3%
504311 Office Supplies	3,300	2,622	-	-20.6%	3,500	6.1%
504315 Safety Supplies	-	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	0.0%	-	0.0%
Totals	47,300	33,942	-	-28.2%	50,500	6.8%
UTILITIES						
505011 Gas & Electric	-	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY						
506011 Insurance - Property	-	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET**

Customer Service - 1300

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	1,050	3,150	200.0%	2,100	100.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	1,050	3,150	200.0%	2,100	100.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	-	-	0.0%	-	0.0%
509081 Advertising - District Promo	-	-	0.0%	4,000	100.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	4,000	100.0%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	4,400	3,389	-23.0%	4,500	2.3%
Totals	4,400	3,389	-23.0%	4,500	2.3%
PERSONNEL TOTAL	574,098	636,600	10.9%	602,432	4.9%
NON-PERSONNEL TOTAL	74,750	75,640	1.2%	84,600	13.2%
DEPARTMENT TOTALS	648,848	712,240	9.8%	687,032	5.9%

HUMAN RESOURCES

1400

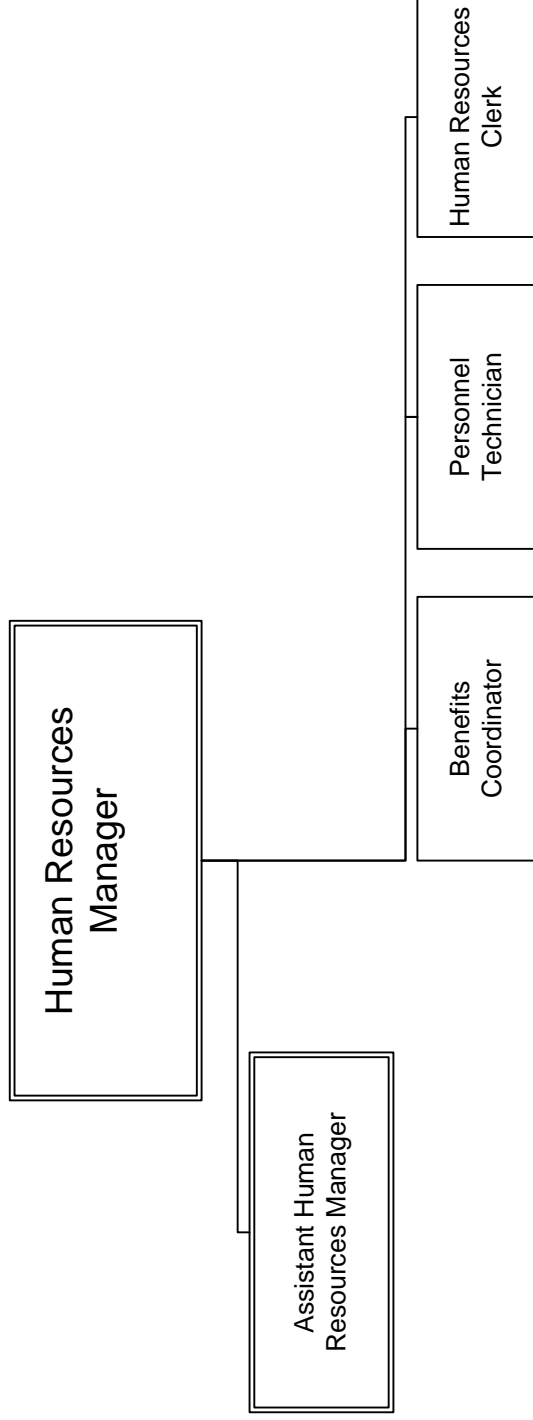
MAJOR FUNCTIONS OF THE DEPARTMENT

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

DEPARTMENT OBJECTIVES FOR FY14

- Coordinate and insure compliance of Santa Cruz METRO's FTA mandated drug and alcohol testing program, prepare annual report of program, and renew provider contracts.
- Work with vendors to maintain compliance with FTA mandated drug and alcohol testing program.
- Train Santa Cruz METRO employees as needed on Santa Cruz METRO policies and procedures.
- Monitor and implement federal and state regulatory changes in the areas of human resources administration and compliance.
- Meet and confer with the unions regarding new policies and regulations.
- Complete recruitments for open positions and review recruitment processes.

Human Resources
1400

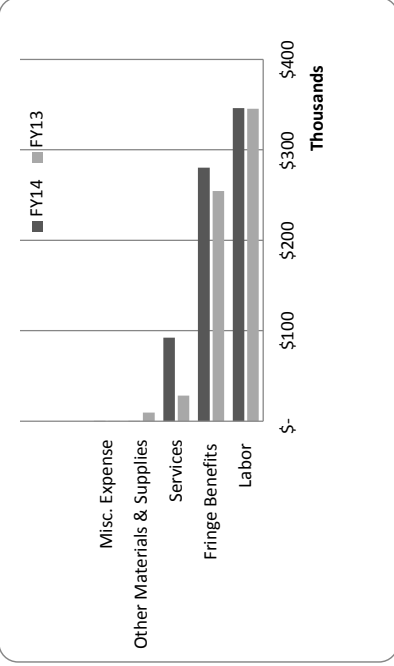


FY14 FINAL OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Human Resources - 1400

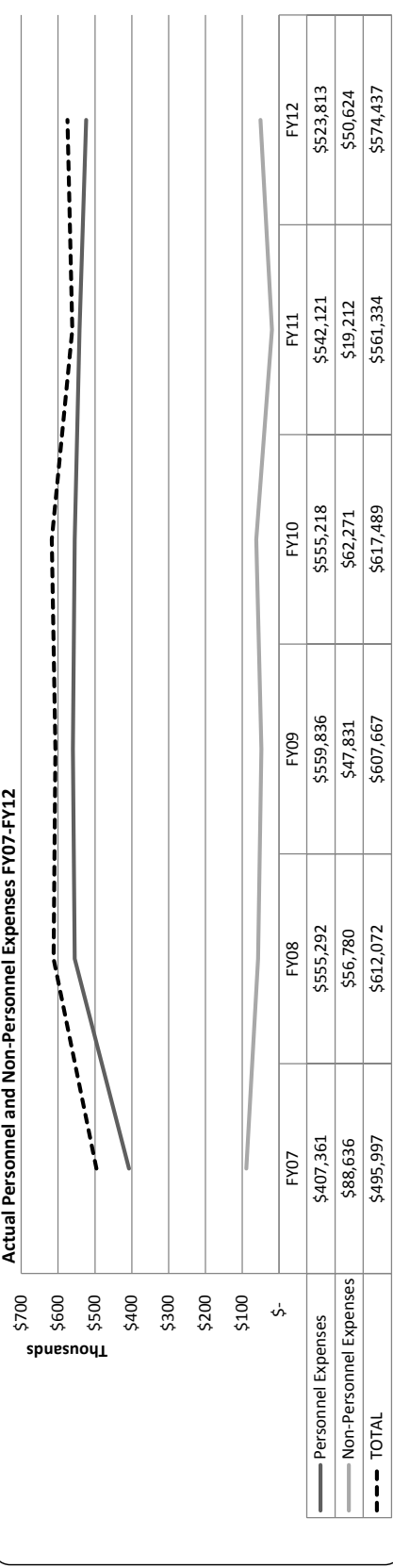
Position Title	Authorized		Funded	
	FY 13 Revised	FY 14 Final	FY 13 Revised	FY 14 Final
Human Resources Manager	1.00	1.00	1.00	1.00
Asst Human Resources Manager	1.00	1.00	1.00	1.00
Personnel Technician	1.00	1.00	1.00	1.00
Benefits Coordinator	1.00	1.00	1.00	1.00
Human Resources Specialist	1.00	1.00	0.00	0.00
Human Resources Clerk	1.00	1.00	1.00	1.00
Total Full-Time Equivalents (FTEs)	6.00	6.00	5.00	5.00

Human Resources 1400

	Revised Budget FY13	Budget FY14	Var \$	Var %
Personnel Expenses:				
Labor	\$ 345,482	\$ 346,301	\$ 819	0.24%
Fringe Benefits	\$ 254,368	\$ 280,160	\$ 25,793	10.14%
	\$ 599,849	\$ 626,462	\$ 26,612	4.44%
Non-Personnel Expenses:				
Services	\$ 28,475	\$ 92,475	\$ 64,000	224.76%
Other Materials & Supplies	\$ 9,500	\$ 500	\$ (9,000)	-94.74%
Misc. Expense	\$ 400	\$ 400	\$ -	0.00%
	\$ 38,375	\$ 93,375	\$ 55,000	143.32%
Total Expenses:	\$ 638,224	\$ 719,836	\$ 81,611	12.79%



Actual Personnel and Non-Personnel Expenses FY07-FY12



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
 Human Resources - 1400

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
LABOR						
501011 Bus Operator Pay	-	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	-	0.0%	-	0.0%
501021 Other Salaries	343,019	360,572	360,572	5.1%	344,683	0.5%
501023 Other OT	2,463	2,346	2,346	-4.7%	1,618	-34.3%
Totals	345,482	362,919	362,919	5.0%	346,301	0.2%
FRINGE BENEFITS						
502011 Medicare/Soc. Sec.	6,148	6,615	6,615	7.6%	6,235	1.4%
502021 Retirement	72,662	72,203	72,203	-0.6%	81,093	11.6%
502031 Medical Ins	63,805	64,264	64,264	0.7%	70,016	9.7%
502041 Dental Ins	5,535	5,573	5,573	0.7%	5,618	1.5%
502045 Vision Ins	1,650	1,583	1,583	-4.1%	1,700	3.0%
502051 Life Ins/AD&D	771	717	717	-7.0%	794	3.0%
502060 State Disability Ins (SDI)	3,759	3,545	3,545	-5.7%	3,974	5.7%
502061 Long Term Disability Ins	3,007	1,872	1,872	-37.7%	3,140	4.4%
502071 State Unemployment Ins (SUI)	1,365	1,426	1,426	4.5%	1,448	6.1%
502081 Worker's Comp Ins	13,117	14,362	14,362	9.5%	18,394	40.2%
502101 Holiday Pay	9,468	6,708	6,708	-29.1%	12,950	36.8%
502103 Floating Holiday	9,967	10,176	10,176	2.1%	10,167	2.0%
502109 Sick Leave	18,935	14,077	14,077	-25.7%	19,425	2.6%
502111 Annual Leave	37,162	58,846	58,846	58.3%	38,108	2.5%
502121 Other Paid Absence	2,959	955	955	-67.7%	3,035	2.6%
502251 Phys. Exams	-	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	4,059	4,043	4,043	-0.4%	4,064	0.1%
Totals	254,368	266,965	266,965	5.0%	280,160	10.1%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
 Human Resources - 1400

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
SERVICES						
503011 Accting/Audit Fees	-	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	10,000	13,849	13,849	38.5%	75,000	650.0%
503032 Legislative Services	-	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	10,475	11,407	11,407	8.9%	10,475	0.0%
503041 Temp Help	-	6,002	6,002	100.0%	-	0.0%
503161 Custodial Services	-	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	-	0.0%	-	0.0%
503171 Security Services	-	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	8,000	6,035	6,035	-24.6%	7,000	-12.5%
503222 Legal Ads	-	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	-	0.0%	-	0.0%
Totals	28,475	37,292	37,292	31.0%	92,475	224.8%
MOBILE MATERIALS & SUPPLIES						
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
 Human Resources - 1400

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13 PROPOSED ACTUAL FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	0.0%
504211 Postage & Mailing	500	177	-64.5%	500	0.0%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	9,000	259	-97.1%	-	-100.0%
504217 Photo Supp/Process	-	-	0.0%	-	0.0%
504311 Office Supplies	-	-	0.0%	-	0.0%
504315 Safety Supplies	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%
Totals	9,500	436	-95.4%	500	-94.7%
UTILITIES					
505011 Gas & Electric	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET**

Human Resources - 1400

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13 PROPOSED ACTUAL FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	300	270	-10.0%	300	0.0%
509081 Advertising - District Promo	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	100	174	73.5%	100	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	400	444	10.9%	400	0.0%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PERSONNEL TOTAL	599,849	629,884	5.0%	626,462	4.4%
NON-PERSONNEL TOTAL	-	38,172	-0.5%	93,375	143.3%
DEPARTMENT TOTALS	638,223	668,056	4.7%	719,836	12.8%

INFORMATION TECHNOLOGY 1500

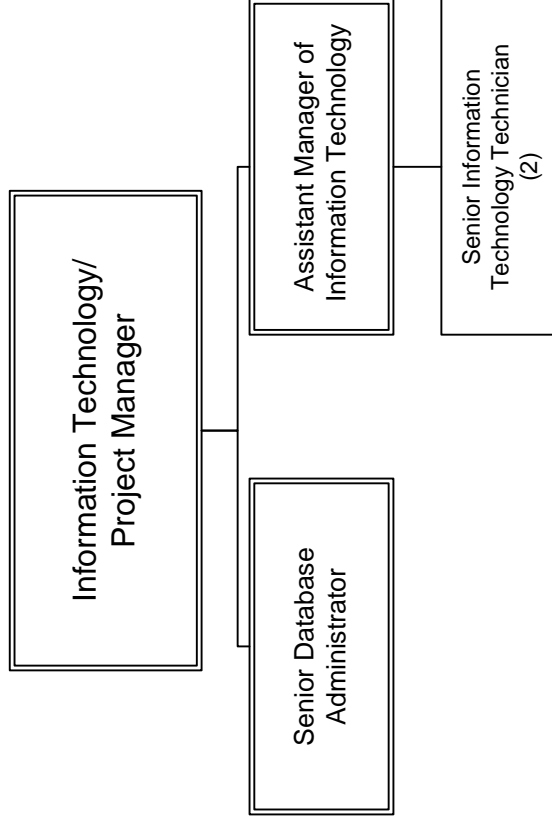
MAJOR FUNCTIONS OF THE DEPARTMENT

The IT Department is responsible for METRO's Information Systems needs including equipment and software maintenance, phone systems, Talking Bus systems, planning and purchases, METRO web site, as well as end-user technical support. IT personnel support multiple databases used by all departments. METRO data is backed up on-site for quick recovery and off-site for emergency reconstruction. METRO's computer needs are continually being evaluated with plans being developed/implemented to improve employee efficiency through computing at the lowest long-term cost.

DEPARTMENT OBJECTIVES FOR FY14

- Complete web site enhancement, content and usability (ongoing)
- Complete transition to new Hastus software.
- Convert all remaining Informix databases to a supported database platform.
- Upgrade existing Microsoft SQL databases to current versions.
- AVL system integration
- Continually improve department documentation and standards.
- Connectivity & implementation of security policies to network.
- Maintain computers at 99% or better up-time, including printers, terminals, PCs and communications equipment. This also includes the maintenance of the security aspects of the computer environment.

Information Technology 1500

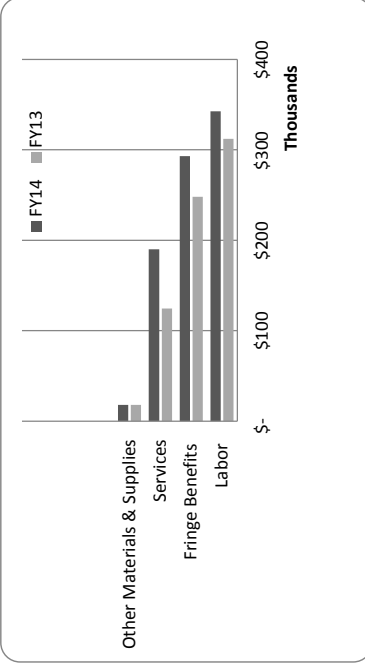


FY14 FINAL OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Information Technology - 1500

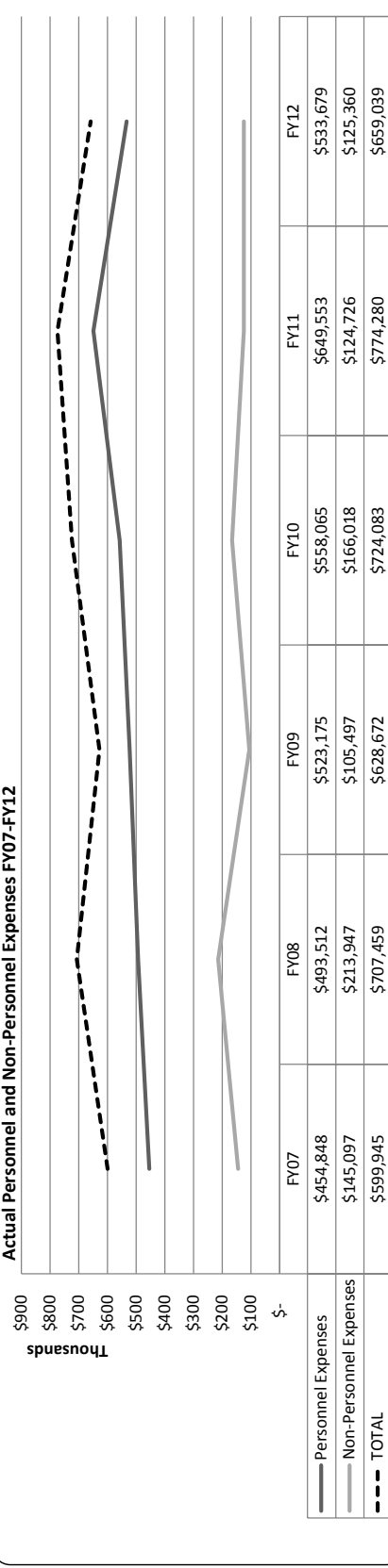
Position Title	Authorized FY 13 Revised	Funded FY 13 Revised	Authorized FY 14 Final	Funded FY 14 Final
Information Technology/Project Manager	1.00	1.00	1.00	1.00
Asst Manager of Information Technology	1.00	1.00	1.00	1.00
Database Administrator/Sr	1.00	1.00	1.00	1.00
Systems Administrator/Sr	1.00	0.00	1.00	0.00
IT Technician/Sr IT Tech	2.00	2.00	2.00	2.00
Total Full-Time Equivalents (FTEs)	6.00	5.00	6.00	5.00

Information Technology 1500

	Revised Budget FY13	Budget FY14	Var \$	Var %
Personnel Expenses:				
Labor	\$ 312,205	\$ 342,665	\$ 30,461	9.76%
Fringe Benefits	\$ 247,985	\$ 293,004	\$ 45,019	18.15%
	\$ 560,189	\$ 635,669	\$ 75,480	13.47%
Non-Personnel Expenses:				
Services	\$ 124,410	\$ 189,910	\$ 65,500	52.65%
Other Materials & Supplies	\$ 18,000	\$ 18,000	\$ -	0.00%
	\$ 142,410	\$ 207,910	\$ 65,500	45.99%
Total Expenses:	\$ 702,599	\$ 843,579	\$ 140,980	20.07%



Actual Personnel and Non-Personnel Expenses FY07-FY12



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
 Information Technology - 1500

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
LABOR						
501011 Bus Operator Pay	-	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	-	0.0%	-	0.0%
501021 Other Salaries	310,901	329,166	341,242	5.9%	341,242	9.8%
501023 Other OT	1,304	1,028	1,423	-21.1%	1,423	9.1%
Totals	312,205	330,194	342,665	5.8%	342,665	9.8%
FRINGE BENEFITS						
502011 Medicare/Soc. Sec.	5,655	6,068	6,239	7.3%	6,239	10.3%
502021 Retirement	67,347	67,659	82,151	0.5%	82,151	22.0%
502031 Medical Ins	62,534	61,912	74,032	-1.0%	74,032	18.4%
502041 Dental Ins	6,295	5,363	6,747	-14.8%	6,747	7.2%
502045 Vision Ins	1,320	1,232	1,360	-6.7%	1,360	3.0%
502051 Life Ins/AD&D	701	643	782	-8.2%	782	11.6%
502060 State Disability Ins (SDI)	3,623	3,218	4,159	-11.2%	4,159	14.8%
502061 Long Term Disability Ins	2,950	1,872	3,599	-36.5%	3,599	22.0%
502071 State Unemployment Ins (SUI)	1,229	1,387	1,303	12.9%	1,303	6.1%
502081 Worker's Comp Ins	14,257	3,778	19,994	-73.5%	19,994	40.2%
502101 Holiday Pay	9,406	7,989	13,119	-15.1%	13,119	39.5%
502103 Floating Holiday	12,113	12,420	12,688	2.5%	12,688	4.7%
502109 Sick Leave	17,549	8,754	19,678	-50.1%	19,678	12.1%
502111 Annual Leave	35,065	52,134	39,057	48.7%	39,057	11.4%
502121 Other Paid Absence	2,939	1,508	3,075	-48.7%	3,075	4.6%
502251 Phys. Exams	-	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	5,002	5,904	5,022	18.0%	5,022	0.4%
Totals	247,985	241,840	293,004	-2.5%	293,004	18.2%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
 Information Technology - 1500

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
SERVICES						
503011 Accting/Audit Fees	-	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	14,410	11,100	11,100	-23.0%	14,910	3.5%
503032 Legislative Services	-	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	-	0.0%	-	0.0%
503171 Security Services	-	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	0.0%	-	0.0%
503352 Repair - Equipment	110,000	105,091	105,091	-4.5%	175,000	59.1%
503353 Repair - Rev Vehicle	-	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	-	0.0%	-	0.0%
Totals	124,410	116,191	116,191	-6.6%	189,910	52.6%
MOBILE MATERIALS & SUPPLIES						
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
Information Technology - 1500

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
OTHER MATERIALS & SUPPLIES						
504205 Freight Out	-	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	-	0.0%	-	0.0%
504215 Printing	-	-	-	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	-	0.0%	-	0.0%
504311 Office Supplies	18,000	22,774	22,774	26.5%	18,000	0.0%
504315 Safety Supplies	-	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	0.0%	-	0.0%
Totals	18,000	22,774	22,774	26.5%	18,000	0.0%
UTILITIES						
505011 Gas & Electric	-	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY						
506011 Insurance - Property	-	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
 Information Technology - 1500

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13
TAXES						
507051 Fuel Tax	-	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%
PURCHASED TRANS.						
503406 Contract/Paratransit	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%
MISC EXPENSE						
509011 Dues/Subscriptions	-	-	-	0.0%	-	0.0%
509081 Advertising - District Promo	-	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	-	0.0%	-	0.0%
509123 Travel	-	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	-	0.0%	-	0.0%
509150 Contributions	-	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%
LEASES & RENTALS						
512011 Facility Lease	-	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%
PERSONNEL TOTAL	560,189	572,034	572,034	2.1%	635,669	13.5%
NON-PERSONNEL TOTAL	142,410	138,965	138,965	-2.4%	207,910	46.0%
DEPARTMENT TOTALS	702,599	710,999	710,999	1.2%	843,579	20.1%

**DISTRICT COUNSEL
1700**

MAJOR FUNCTIONS OF THE DEPARTMENT

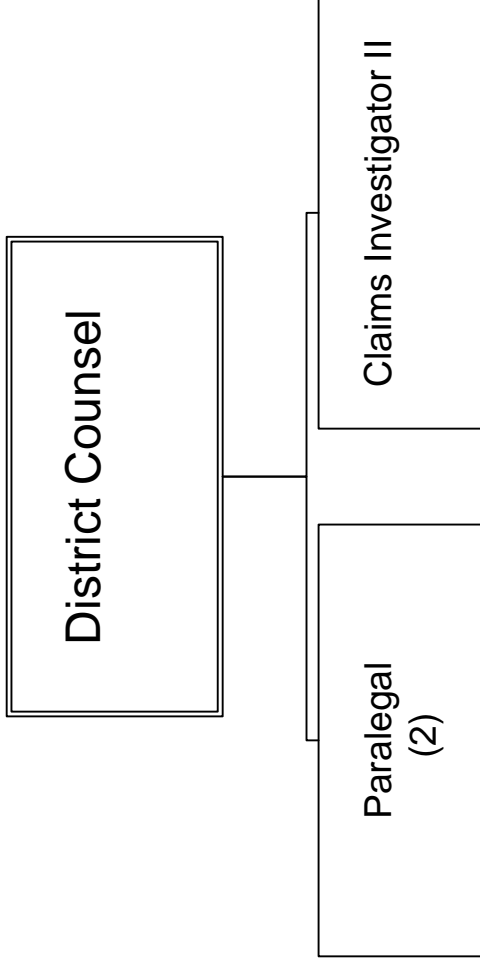
The Legal Department under the direction of the General Counsel performs the following major activities and services:

- Provides professional legal services for the Santa Cruz METRO, its Board of Directors and the management staff;
- Represents the Santa Cruz METRO, its Board of Directors and Santa Cruz METRO staff, as appropriate, in civil litigation;
- Investigates, manages and administers Santa Cruz METRO's tort claims and provides a defense for tort litigation;
- Assists the Human Resources Department with the management and administration of litigated worker's compensation claims and pursues Santa Cruz METRO's subrogation rights against third parties;
- Manages the leased properties including the preparation and negotiation of leases and tenant communications;
- Assists with the administration and management of the Call Stop Requirements;
- Assists the General Manager and Santa Cruz METRO staff, as requested, with the MetroBase Project, including property acquisitions, management of construction contracts and research of legal issues arising out of the Project;
- Assists Management staff with personnel matters;
- Represents Santa Cruz METRO in grievances and disciplinary arbitrations arising out of Santa Cruz METRO's Labor Agreements;
- Manages and Administers the Family Medical Leaves, the California Family Rights Leaves and the Pregnancy Disability Leaves and other Leaves for all Santa Cruz METRO employees in a consistent and coordinated manner; and
- Provides Spanish translations for the Legal Department and other Departments, as requested.

DEPARTMENT OBJECTIVES FOR FY14

- Provide Management and Supervisory Staff with at least 4 trainings a year;
- Provide staff with additional training and work experiences that enhance their roles within the Department and provided additional services to Santa Cruz METRO Supervisors and Managers;
- Work with the General Manager and outside agencies to develop new programs for Security and Safety related to transit facilities; and
- Review and update all current Santa Cruz METRO regulations.

District Counsel
1700

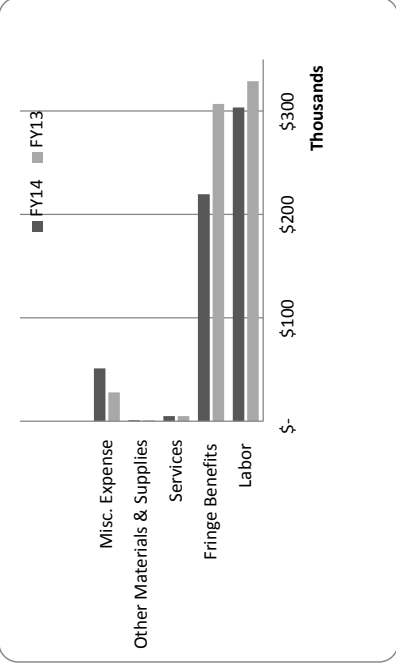


FY14 FINAL OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
District Counsel - 1700

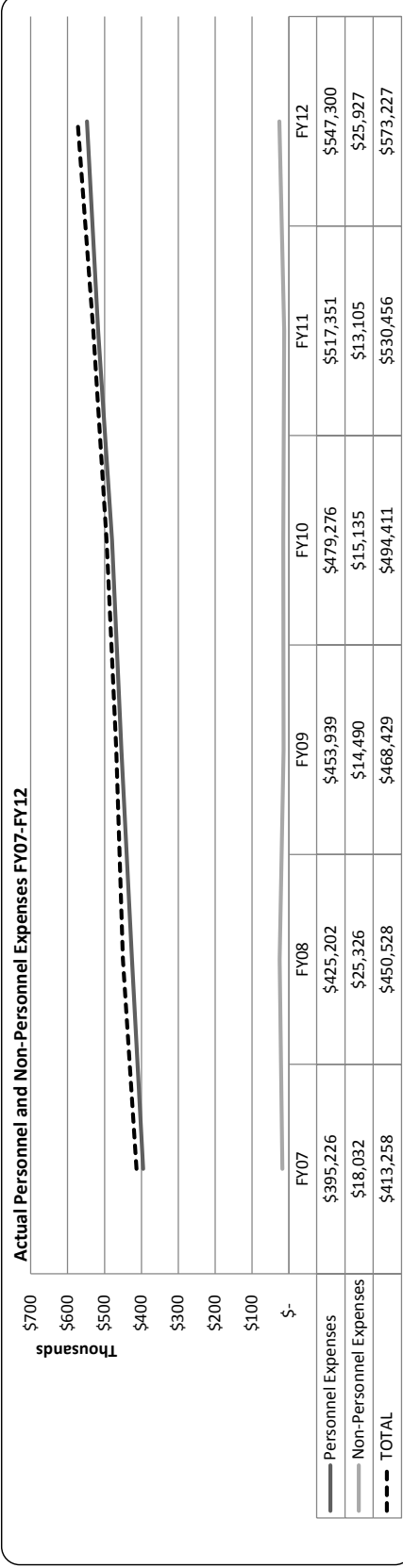
Position Title	Authorized		Funded	
	FY 13 Revised	FY 14 Final	FY 13 Revised	FY 14 Final
District Counsel	1.00	1.00	1.00	1.00
Claims Investigator II	1.00	1.00	1.00	1.00
Paralegal	2.00	2.00	2.00	2.00
Total Full-Time Equivalents (FTEs)	4.00	4.00	4.00	4.00

District Counsel 1700

	Revised Budget FY13	Budget FY14	Var \$	Var %
Personnel Expenses:				
Labor	\$ 328,993	\$ 303,419	\$ (25,574)	-7.77%
Fringe Benefits	\$ 307,002	\$ 219,460	\$ (87,542)	-28.52%
	\$ 635,995	\$ 522,880	\$ (113,116)	-17.79%
Non-Personnel Expenses:				
Services	\$ 5,000	\$ 5,000	\$ -	0.00%
Other Materials & Supplies	\$ 1,000	\$ 1,000	\$ -	0.00%
Misc. Expense	\$ 28,000	\$ 51,000	\$ 23,000	82.14%
	\$ 34,000	\$ 57,000	\$ 23,000	67.65%
Total Expenses:	\$ 669,995	\$ 579,880	\$ (90,116)	-13.45%



Actual Personnel and Non-Personnel Expenses FY07-FY12



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET**

District Counsel - 1700

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
LABOR						
501011 Bus Operator Pay	-	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	-	0.0%	-	0.0%
501021 Other Salaries	328,897	332,758	303,301	1.2%	303,301	-7.8%
501023 Other OT	96	590	118	514.8%	118	23.2%
Totals	328,993	333,348	303,419	1.3%	303,419	-7.8%
FRINGE BENEFITS						
502011 Medicare/Soc. Sec.	6,936	7,069	5,416	1.9%	5,416	-21.9%
502021 Retirement	82,924	68,223	70,404	-17.7%	70,404	-15.1%
502031 Medical Ins	42,517	47,457	43,295	11.6%	43,295	1.8%
502041 Dental Ins	3,368	3,805	3,418	13.0%	3,418	1.5%
502045 Vision Ins	1,320	1,293	1,360	-2.1%	1,360	3.0%
502051 Life Ins/AD&D	561	518	578	-7.7%	578	3.0%
502060 State Disability Ins (SDI)	3,054	2,992	3,252	-2.0%	3,252	6.5%
502061 Long Term Disability Ins	2,340	1,673	2,410	-28.5%	2,410	3.0%
502071 State Unemployment Ins (SUI)	1,092	1,432	1,159	31.2%	1,159	6.1%
502081 Worker's Comp Ins	11,406	3,161	15,995	-72.3%	15,995	40.2%
502101 Holiday Pay	7,994	7,370	11,182	-7.8%	11,182	39.9%
502103 Floating Holiday	11,401	3,267	6,500	-71.3%	6,500	-43.0%
502109 Sick Leave	24,947	9,153	16,773	-63.3%	16,773	-32.8%
502111 Annual Leave	101,194	130,812	33,017	29.3%	33,017	-67.4%
502121 Other Paid Absence	3,881	1,418	2,621	-63.5%	2,621	-32.5%
502251 Phys. Exams	-	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	2,077	2,291	2,081	10.3%	2,081	0.2%
Totals	307,002	291,934	219,460	-4.9%	219,460	-28.5%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET**

District Counsel - 1700

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13 PROPOSED ACTUAL FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
SERVICES					
503011 Accting/Audit Fees	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	-	-	0.0%	-	0.0%
503032 Legislative Services	-	-	0.0%	-	0.0%
503033 Legal Services	5,000	237	-95.3%	5,000	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	0.0%
503171 Security Services	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%
Totals	5,000	237	-95.3%	5,000	0.0%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
 District Counsel - 1700

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13
OTHER MATERIALS & SUPPLIES						
504205 Freight Out	-	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	-	0.0%	-	0.0%
504215 Printing	-	-	-	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	-	0.0%	-	0.0%
504311 Office Supplies	1,000	1,277	1,277	27.7%	1,000	0.0%
504315 Safety Supplies	-	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	0.0%	-	0.0%
Totals	1,000	1,277	1,277	27.7%	1,000	0.0%
UTILITIES						
505011 Gas & Electric	-	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY						
506011 Insurance - Property	-	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET**

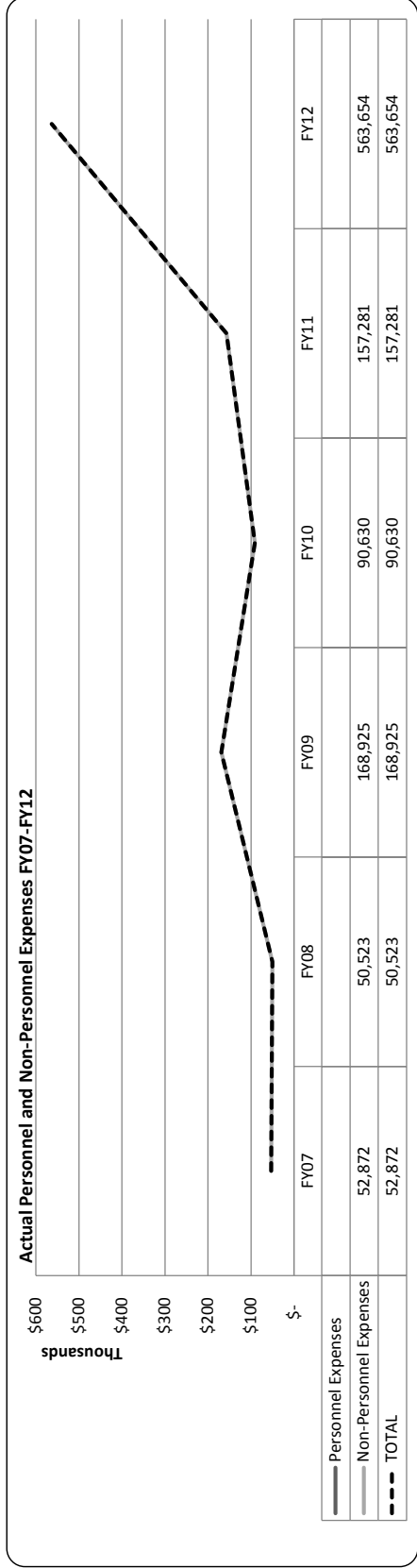
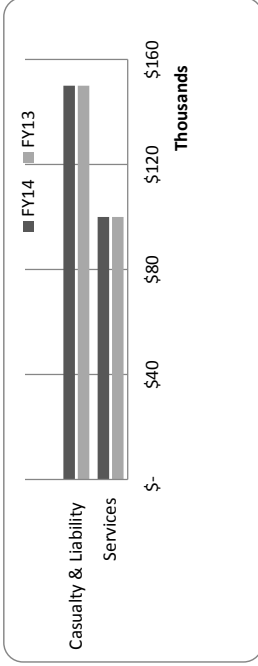
District Counsel - 1700

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13 PROPOSED ACTUAL FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	12,000	9,107	-24.1%	12,000	0.0%
509081 Advertising - District Promo	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	14,000	8,998	-35.7%	37,000	164.3%
509123 Travel	2,000	1,332	-33.4%	2,000	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	28,000	19,437	-30.6%	51,000	82.1%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PERSONNEL TOTAL	635,995	625,281	-1.7%	522,880	-17.8%
NON-PERSONNEL TOTAL	34,000	20,951	-38.4%	57,000	67.6%
DEPARTMENT TOTALS	669,995	646,233	-3.5%	579,880	-13.5%

RISK MANAGEMENT - 1800

Risk Management 1800

	<u>Revised Budget FY13</u>	<u>Budget FY14</u>	<u>Var \$</u>	<u>Var %</u>
Non-Personnel Expenses:				
Services	\$ 100,000	\$ 100,000	\$ -	0.00%
Casualty & Liability	\$ 150,000	\$ 150,000	\$ -	0.00%
	\$ 250,000	\$ 250,000	\$ -	0.00%
Total Expenses:	\$ 250,000	\$ 250,000	\$ -	0.00%



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
 Risk Management - 1800

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
LABOR						
501011 Bus Operator Pay	-	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	-	0.0%	-	0.0%
501021 Other Salaries	-	-	-	0.0%	-	0.0%
501023 Other OT	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%
FRINGE BENEFITS						
502011 Medicare/Soc. Sec.	-	-	-	0.0%	-	0.0%
502021 Retirement	-	-	-	0.0%	-	0.0%
502031 Medical Ins	-	-	-	0.0%	-	0.0%
502041 Dental Ins	-	-	-	0.0%	-	0.0%
502045 Vision Ins	-	-	-	0.0%	-	0.0%
502051 Life Ins/AD&D	-	-	-	0.0%	-	0.0%
502060 State Disability Ins (SDI)	-	-	-	0.0%	-	0.0%
502061 Long Term Disability Ins	-	-	-	0.0%	-	0.0%
502071 State Unemployment Ins (SUI)	-	-	-	0.0%	-	0.0%
502081 Worker's Comp Ins	-	-	-	0.0%	-	0.0%
502101 Holiday Pay	-	-	-	0.0%	-	0.0%
502103 Floating Holiday	-	-	-	0.0%	-	0.0%
502109 Sick Leave	-	-	-	0.0%	-	0.0%
502111 Annual Leave	-	-	-	0.0%	-	0.0%
502121 Other Paid Absence	-	-	-	0.0%	-	0.0%
502251 Phys. Exams	-	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
 Risk Management - 1800

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
SERVICES						
503011 Accting/Audit Fees	-	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	50,000	19,119	19,119	-61.8%	50,000	0.0%
503032 Legislative Services	-	-	-	0.0%	-	0.0%
503033 Legal Services	50,000	-	-	-100.0%	50,000	0.0%
503034 Pre-Employment Exams	-	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	-	0.0%	-	0.0%
503171 Security Services	-	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	-	0.0%	-	0.0%
Totals	100,000	19,119	19,119	-80.9%	100,000	0.0%
MOBILE MATERIALS & SUPPLIES						
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
 Risk Management - 1800

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13
OTHER MATERIALS & SUPPLIES						
504205 Freight Out	-	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	-	0.0%	-	0.0%
504215 Printing	-	-	-	0.0%	-	0.0%
504217 Photo Supp./Process	-	-	-	0.0%	-	0.0%
504311 Office Supplies	-	-	-	0.0%	-	0.0%
504315 Safety Supplies	-	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%
UTILITIES						
505011 Gas & Electric	-	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY						
506011 Insurance - Property	-	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	0.0%	-	0.0%
506123 Settlement Costs	150,000	38,994	38,994	-74.0%	150,000	0.0%
506127 Repairs - District Prop	-	-	-	0.0%	-	0.0%
Totals	150,000	38,994	38,994	-74.0%	150,000	0.0%

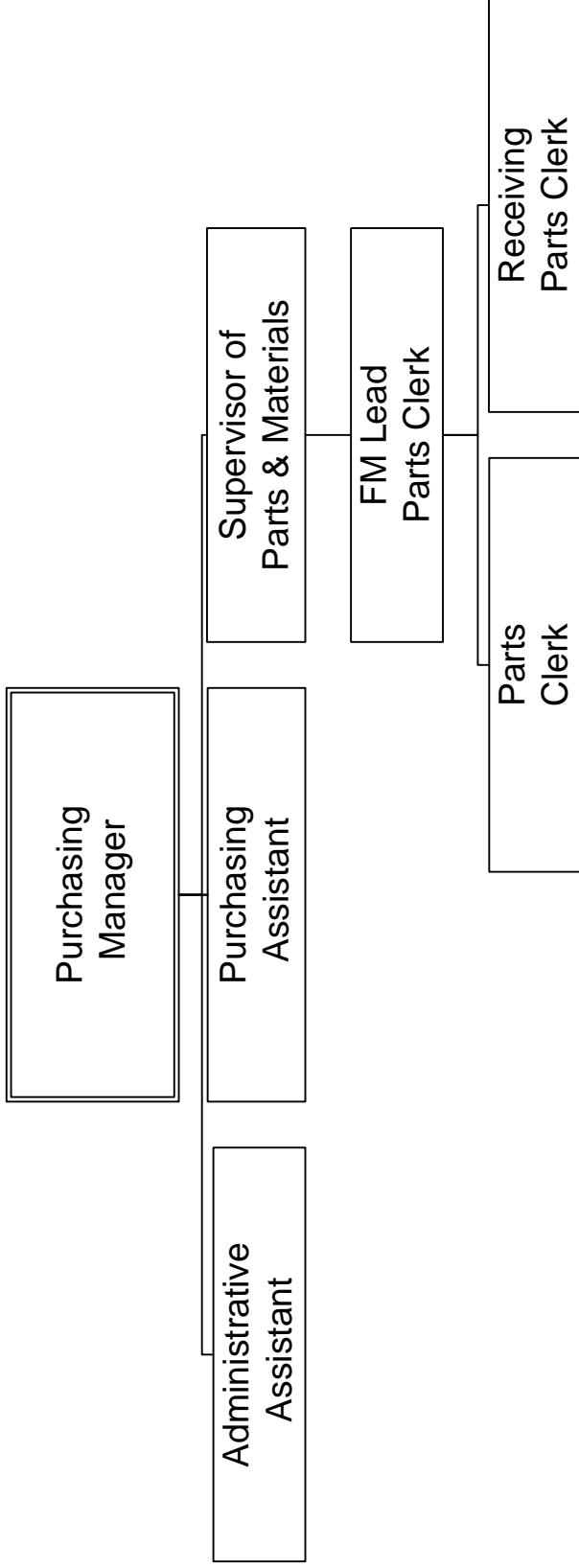
**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET**

Risk Management - 1800

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13 PROPOSED ACTUAL FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	-	-	0.0%	-	0.0%
509081 Advertising - District Promo	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PERSONNEL TOTAL					
	-	-	0.0%	-	0.0%
NON-PERSONNEL TOTAL					
	250,000	58,112	-76.8%	250,000	0.0%
DEPARTMENT TOTALS					
	250,000	58,112	-76.8%	250,000	0.0%

PURCHASING - 1900

Purchasing 1900



FY14 FINAL OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Purchasing - 1900

Position Title	Authorized		Funded		Funded	
	FY 13 Revised	FY 14 Final	FY 13 Revised	FY 14 Final	FY 14 Final	FY 14 Final
Purchasing Manager	0.00		0.00	1.00	1.00	1.00
Administrative Assistant	1.00		1.00	1.00	1.00	1.00
Purchasing Agent	1.00		1.00	0.00	0.00	0.00
Purchasing Assistant	1.00		1.00	1.00	1.00	1.00
Supervisor of Parts & Materials *	0.00		0.00	1.00	1.00	1.00
FM Lead Parts Clerk *	0.00		0.00	1.00	1.00	1.00
Parts Clerk *	0.00		0.00	1.00	1.00	1.00
Receiving Parts Clerk *	0.00		0.00	1.00	1.00	1.00
Total Full-Time Equivalents (FTEs)	3.00		3.00	7.00	7.00	7.00

* Supervisors of Parts & Materials, FM Lead Parts Clerk, Parts Clerk, and Receiving Parts Clerk are transferred from department Fleet Maintenance in FY14.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
Purchasing - 1900

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13 PROPOSED ACTUAL FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 Other Salaries	136,964	122,564	-10.5%	368,510	169.1%
501023 Other OT	554	850	53.4%	10,385	1773.2%
Totals	137,518	123,415	-10.3%	378,895	175.5%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	2,150	2,081	-3.2%	6,744	213.6%
502021 Retirement	25,321	24,422	-3.6%	86,748	242.6%
502031 Medical Ins	24,259	23,107	-4.7%	115,493	376.1%
502041 Dental Ins	2,036	2,025	-0.5%	10,018	392.1%
502045 Vision Ins	825	764	-7.4%	2,379	188.4%
502051 Life Ins/AD&D	293	257	-12.3%	939	221.1%
502060 State Disability Ins (SDI)	1,438	982	-31.7%	4,744	230.0%
502061 Long Term Disability Ins	874	468	-46.4%	3,423	291.8%
502071 State Unemployment Ins (SUI)	683	976	43.1%	2,027	197.1%
502081 Worker's Comp Ins	8,554	1,489	-82.6%	27,991	227.2%
502101 Holiday Pay	3,786	2,113	-44.2%	13,853	265.9%
502103 Floating Holiday	-	-	0.0%	3,980	100.0%
502109 Sick Leave	6,530	3,242	-50.4%	20,779	218.2%
502111 Annual Leave	13,773	8,472	-38.5%	44,347	222.0%
502121 Other Paid Absence	1,183	6,249	428.1%	3,247	174.4%
502251 Phys. Exams	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	80	68	-13.8%	2,179	2641.2%
Totals	91,784	76,716	-16.4%	348,891	280.1%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
Purchasing - 1900

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13
SERVICES						
503011 Accting/Audit Fees	-	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	-	-	-	0.0%	-	0.0%
503032 Legislative Services	-	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	-	0.0%	-	0.0%
503041 Temp Help	15,000	40,174	40,174	167.8%	-	-100.0%
503161 Custodial Services	-	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	-	0.0%	-	0.0%
503171 Security Services	-	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	4,000	4,763	4,763	19.1%	4,000	0.0%
503222 Legal Ads	-	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	0.0%	-	0.0%
503352 Repair - Equipment	600	-	-	-100.0%	1,800	200.0%
503353 Repair - Rev Vehicle	-	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	-	0.0%	-	0.0%
Totals	19,600	44,937	44,937	129.3%	5,800	-70.4%
MOBILE MATERIALS & SUPPLIES						
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET**
Purchasing - 1900

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13 PROPOSED ACTUAL FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	0.0%
504211 Postage & Mailing	500	463	-7.5%	500	0.0%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	-	-	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	0.0%
504311 Office Supplies	300	1,254	318.0%	300	0.0%
504315 Safety Supplies	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%
Totals	800	1,717	114.6%	800	0.0%
UTILITIES					
505011 Gas & Electric	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
Purchasing - 1900

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13 PROPOSED ACTUAL FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	-	-	0.0%	-	0.0%
509081 Advertising - District Promo	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	1,044	-	-100.0%	3,132	200.0%
Totals	1,044	-	-100.0%	3,132	200.0%
PERSONNEL TOTAL	229,302	200,131	-12.7%	727,786	217.4%
NON-PERSONNEL TOTAL	21,444	46,653	117.6%	9,732	-54.6%
DEPARTMENT TOTALS	250,746	246,784	-1.6%	737,518	194.1%

FACILITIES MAINTENANCE 2200

MAJOR FUNCTIONS OF THE DEPARTMENT

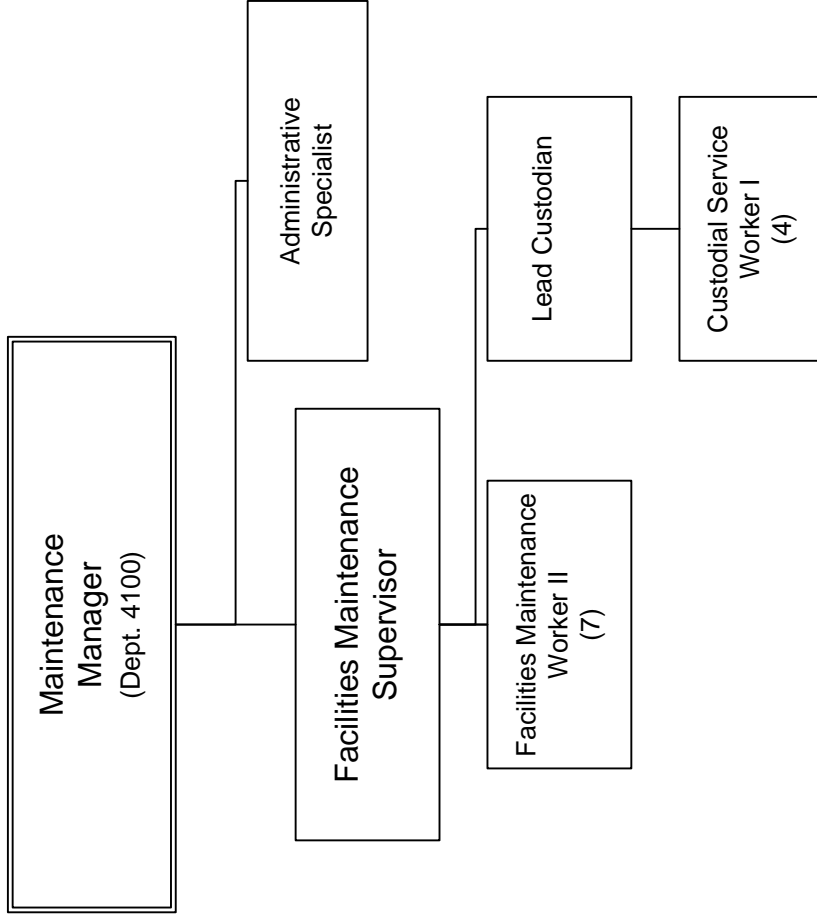
The Facilities Maintenance Department's primary mission is to provide 24-hour support to Operations and Fleet Maintenance and to provide a positive image of public transit to the community. The Facility Maintenance Department maintains seven transit facilities, three transit centers, a park and ride lot and 1000 bus stops. Facility Maintenance staff works with City, County and State Agencies to establish or improve bus stops and facilities. The Facility Maintenance Department also works with community based groups such as E & D TAC and Mac as well as private property owners to continually improve and maintain Santa Cruz Metros' facilities.

The staff develops/implements/administrates Local, State and Federal regulatory compliance programs such as the storm water and hazardous materials programs. Staff provides supervision for capital projects. The Facility Maintenance Department participates in the Service Review Committee, the Leasing and Property Committee, the Labor Management Committee, the Health and Safety Committee, the Occupational Violence Review Committee, the Injury Prevention Program and chairs the Bus Stop Advisory Committee.

DEPARTMENT OBJECTIVES FOR FY14

- Install new aluminum passenger waiting shelters at various locations throughout Santa Cruz METRO. In some of these locations, the wood shelters will have to be removed due to dry rot and insect damage.
- Assist with capital improvement projects to ensure the projects are completed and projects meet Santa Cruz METRO, community, state and federal standards. These projects include upgrading the Security Camera Systems and installing upgraded Security Lighting at all Santa Cruz METRO owned locations.
- Maintain the fueling and servicing facility including upgrades to ensure compliance with all applicable regulations.
- Maintenance and repair of Santa Cruz METRO's bus stops.
- Continue to develop and implement a modern comprehensive safety program for the Facility Maintenance Department. This program will cover all aspects of all activities that Facilities personnel engage in.
- Assist with installation of a 2nd LCNG fuel storage tank.
- Assist in the construction of the new Operations Building.

Facilities Maintenance 2200

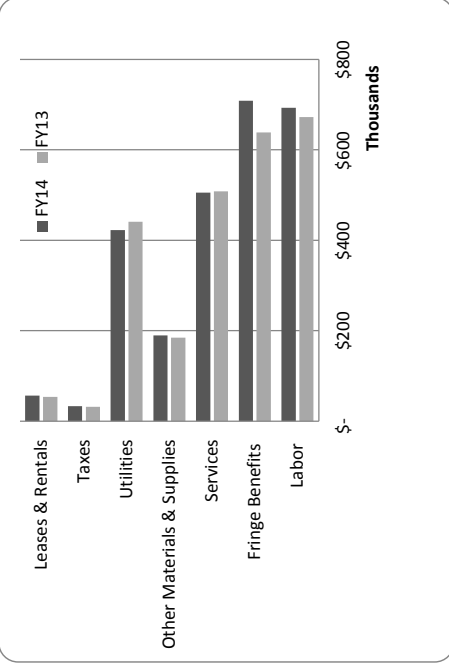


FY14 FINAL OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Facilities Maintenance - 2200

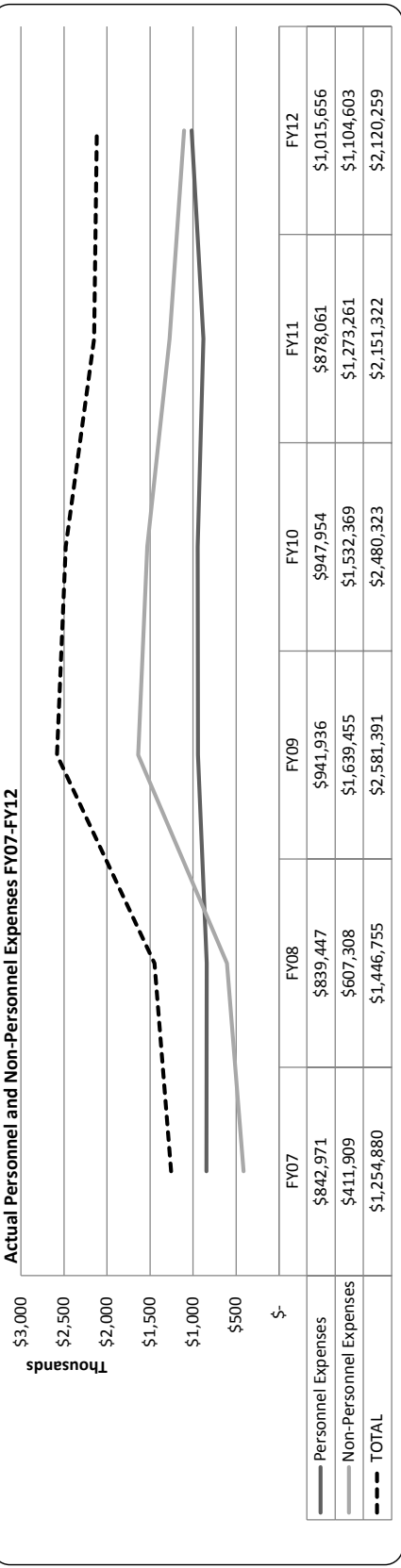
Position Title	Authorized	Funded	Authorized	Funded
	FY 13 Revised	FY 13 Revised	FY 14 Final	FY 14 Final
Facilities Maintenance Manager	1.00	0.00	1.00	0.00
Facilities Maintenance Supervisor	1.00	1.00	1.00	1.00
Sr. Facilities Maint Worker	0.00	0.00	0.00	0.00
Admin Specialist	1.00	1.00	1.00	1.00
Facilities Maint Worker II	7.00	7.00	7.00	7.00
Facilities Maint Worker I	2.00	0.00	2.00	0.00
Lead Custodian	1.00	1.00	1.00	1.00
Custodial Service Worker I	5.00	4.00	5.00	4.00
Administrative Assistant	1.00	0.00	1.00	0.00
Total Full-Time Equivalents (FTEs)	19.00	14.00	19.00	14.00

Facilities Maintenance 2200

	Revised Budget FY13	Budget FY14	Var \$	Var %
Personnel Expenses:				
Labor	\$ 672,611	\$ 692,969	\$ 20,358	3.03%
Fringe Benefits	\$ 638,245	\$ 708,405	\$ 70,161	10.99%
	\$ 1,310,856	\$ 1,401,374	\$ 90,518	6.91%
Non-Personnel Expenses:				
Services	\$ 507,982	\$ 505,466	\$ (2,516)	-0.50%
Other Materials & Supplies	\$ 184,950	\$ 189,420	\$ 4,470	2.42%
Utilities	\$ 441,000	\$ 422,550	\$ (18,450)	-4.18%
Taxes	\$ 32,000	\$ 33,000	\$ 1,000	3.13%
Leases & Rentals	\$ 54,000	\$ 56,400	\$ 2,400	4.44%
	\$ 1,219,932	\$ 1,206,836	\$ (13,096)	-1.07%
Total Expenses:	\$ 2,530,788	\$ 2,608,210	\$ 77,422	3.06%



Actual Personnel and Non-Personnel Expenses FY07-FY12



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
 Facilities Maintenance - 2200

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
LABOR						
501011 Bus Operator Pay	-	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	-	0.0%	-	0.0%
501021 Other Salaries	632,078	590,180	649,793	-6.6%	649,793	2.8%
501023 Other OT	40,533	44,393	43,176	9.5%	43,176	6.5%
Totals	672,611	634,573	692,969	-5.7%	692,969	3.0%
FRINGE BENEFITS						
502011 Medicare/Soc. Sec.	11,732	9,945	12,186	-15.2%	12,186	3.9%
502021 Retirement	129,508	119,684	146,587	-7.6%	146,587	13.2%
502031 Medical Ins	272,435	253,270	296,277	-7.0%	296,277	8.8%
502041 Dental Ins	24,357	21,853	24,722	-10.3%	24,722	1.5%
502045 Vision Ins	4,620	4,115	4,759	-10.9%	4,759	3.0%
502051 Life Ins/AD&D	1,638	1,381	1,687	-15.7%	1,687	3.0%
502060 State Disability Ins (SDI)	7,731	7,248	8,281	-6.2%	8,281	7.1%
502061 Long Term Disability Ins	5,559	4,347	5,922	-21.8%	5,922	6.5%
502071 State Unemployment Ins (SUI)	3,822	3,549	4,055	-7.1%	4,055	6.1%
502081 Worker's Comp Ins	39,920	91,956	55,983	130.4%	55,983	40.2%
502101 Holiday Pay	16,905	11,334	23,409	-33.0%	23,409	38.5%
502103 Floating Holiday	-	-	-	0.0%	-	0.0%
502109 Sick Leave	33,810	19,222	35,113	-43.1%	35,113	3.9%
502111 Annual Leave	80,479	70,636	83,480	-12.2%	83,480	3.7%
502121 Other Paid Absence	5,283	17,877	5,486	238.4%	5,486	3.9%
502251 Phys. Exams	-	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	445	371	459	-16.7%	459	3.0%
Totals	638,245	636,788	708,405	-0.2%	708,405	11.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
 Facilities Maintenance - 2200

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
SERVICES						
503011 Accting/Audit Fees	-	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	16,847	18,857	18,857	11.9%	16,994	0.9%
503032 Legislative Services	-	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	-	0.0%	-	0.0%
503041 Temp Help	6,000	6,413	6,413	6.9%	-	-100.0%
503161 Custodial Services	65,000	71,618	71,618	10.2%	67,000	3.1%
503162 Uniforms/Laundry	3,000	1,121	1,121	-62.6%	3,200	6.7%
503171 Security Services	9,135	8,244	8,244	-9.8%	9,272	1.5%
503221 Classified/Legal Ads	-	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	68,000	79,556	79,556	17.0%	68,000	0.0%
503352 Repair - Equipment	300,000	247,772	247,772	-17.4%	300,000	0.0%
503353 Repair - Rev Vehicle	-	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	40,000	54,411	54,411	36.0%	41,000	2.5%
Totals	507,982	487,992	487,992	-3.9%	505,466	-0.5%
MOBILE MATERIALS & SUPPLIES						
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
 Facilities Maintenance - 2200

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13
OTHER MATERIALS & SUPPLIES						
504205 Freight Out	-	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	-	0.0%	-	0.0%
504215 Printing	45,000	-	-	-100.0%	45,000	0.0%
504217 Photo Supp/Process	-	8	-	100.0%	-	0.0%
504311 Office Supplies	1,750	963	-	-44.9%	1,850	5.7%
504315 Safety Supplies	8,200	10,452	8,400	27.5%	8,400	2.4%
504317 Cleaning Supplies	40,700	49,564	44,770	21.8%	44,770	10.0%
504409 Repair/Maint Supplies	87,000	109,886	87,000	26.3%	87,000	0.0%
504421 Non-Inventory Parts	100	-	100	-100.0%	100	0.0%
504511 Small Tools	2,200	1,855	2,300	-15.7%	2,300	4.5%
504515 Employee Tool Replacement	-	-	-	0.0%	-	0.0%
Totals	184,950	172,729	189,420	-6.6%	189,420	2.4%
UTILITIES						
505011 Gas & Electric	261,000	286,219	242,550	9.7%	242,550	-7.1%
505021 Water & Garbage	115,000	124,069	115,000	7.9%	115,000	0.0%
505031 Telecommunications	65,000	64,066	65,000	-1.4%	65,000	0.0%
Totals	441,000	474,354	422,550	7.6%	422,550	-4.2%
CASUALTY & LIABILITY						
506011 Insurance - Property	-	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
 Facilities Maintenance - 2200

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
TAXES						
507051 Fuel Tax	-	-	-	0.0%	-	0.0%
507201 Licenses & Permits	15,000	12,720	15,000	-15.2%	15,000	0.0%
507999 Other Taxes	17,000	17,929	18,000	5.5%	18,000	5.9%
Totals	32,000	30,649	33,000	-4.2%	33,000	3.1%
PURCHASED TRANS.						
503406 Contract/Paratransit	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%
MISC EXPENSE						
509011 Dues/Subscriptions	-	-	-	0.0%	-	0.0%
509081 Advertising - District Promo	-	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	-	0.0%	-	0.0%
509123 Travel	-	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	-	0.0%	-	0.0%
509150 Contributions	-	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%
LEASES & RENTALS						
512011 Facility Lease	48,000	52,804	50,400	10.0%	50,400	5.0%
512061 Equipment Rental	6,000	7,756	6,000	29.3%	6,000	0.0%
Totals	54,000	60,560	56,400	12.1%	56,400	4.4%
PERSONNEL TOTAL	1,310,856	1,271,361	1,401,374	-3.0%	1,401,374	6.9%
NON-PERSONNEL TOTAL	-	1,226,284	1,206,836	0.5%	1,206,836	-1.1%
DEPARTMENT TOTALS	2,530,788	2,497,645	2,608,210	-1.3%	2,608,210	3.1%

PARACRUZ 3100

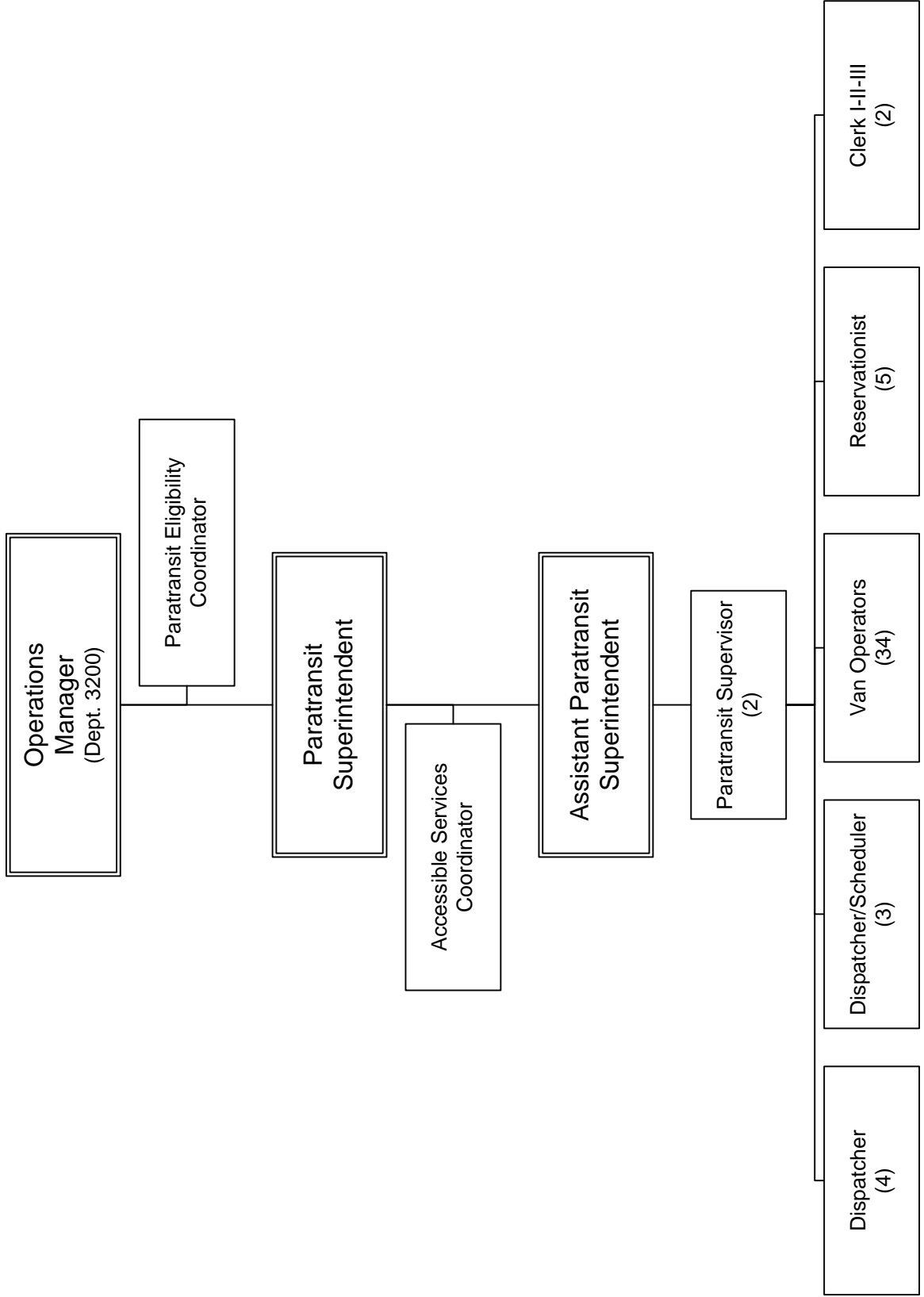
MAJOR FUNCTIONS OF THE DEPARTMENT

The ParaCruz Department is responsible for coordinating and providing safe, efficient, reliable, and courteous complimentary shared ride Paratransit service to Older Adults, and Persons with Disabilities in Santa Cruz County. ParaCruz will provide service within three quarters of a mile of any Santa Cruz METRO bus service route. This service is also extended to those persons qualified to ride Paratransit visiting from other areas.

DEPARTMENT OBJECTIVES FOR FY14

- Revise the Paratransit Employee Handbook for ParaCruz personnel.
- Implement upgrades to the Trapeze Scheduling Software, train required employees on its use.
- Implement the use of Mobile Data Terminals on all ParaCruz vehicles.
- Obtain stakeholder input, and revise the ParaCruz Policy & Procedures and revise the ParaCruz Customer Guide to reflect changes in reservation and scheduling processes.
- Expand and improve the security surveillance system for the Paratransit operating facilities.
- Arrange ongoing development training for new and existing staff covering a variety of areas critical to effective efficient Paratransit operation to include Customer Service, Shared Ride Scheduling, Eligibility, Office Administration, and Supervision.
- Development and certification of staff to respond to emergency situations through certification in National Incident Management System (NIMS) and Incident Command System training.
- Provide Management and Paratransit Supervisors with increased training relative to Paratransit Services to enhance service performance and customer satisfaction.

Paratransit 3100



FY14 FINAL OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Paratransit - 3100

Position Title	Authorized		Funded	
	FY 13 Revised	FY 14 Final	FY 13 Revised	FY 14 Final
Paratransit Superintendent	1.00	1.00	1.00	1.00
Assistant Paratransit Superintendent	1.00	1.00	1.00	1.00
Accessible Services Coordinator	1.00	1.00	1.00	1.00
Paratransit Eligibility Coordinator	1.00	1.00	1.00	1.00
Reservation & Scheduling Coord	1.00	1.00	0.00	0.00
Safety/Road Response Coord	1.00	1.00	0.00	0.00
Dispatcher/Scheduler	3.00	3.00	3.00	3.00
Dispatcher	5.00	5.00	4.00	4.00
Clerk I-II-III	2.00	2.00	2.00	2.00
Van Operator	34.00	34.00	34.00	34.00
Reservationist	7.00	7.00	5.00	5.00
Mechanic I-II*	2.00	2.00	1.00	0.00
Paratransit Supervisor	2.00	2.00	2.00	2.00
Total Full-Time Equivalents (FTEs)	61.00	61.00	55.00	54.00

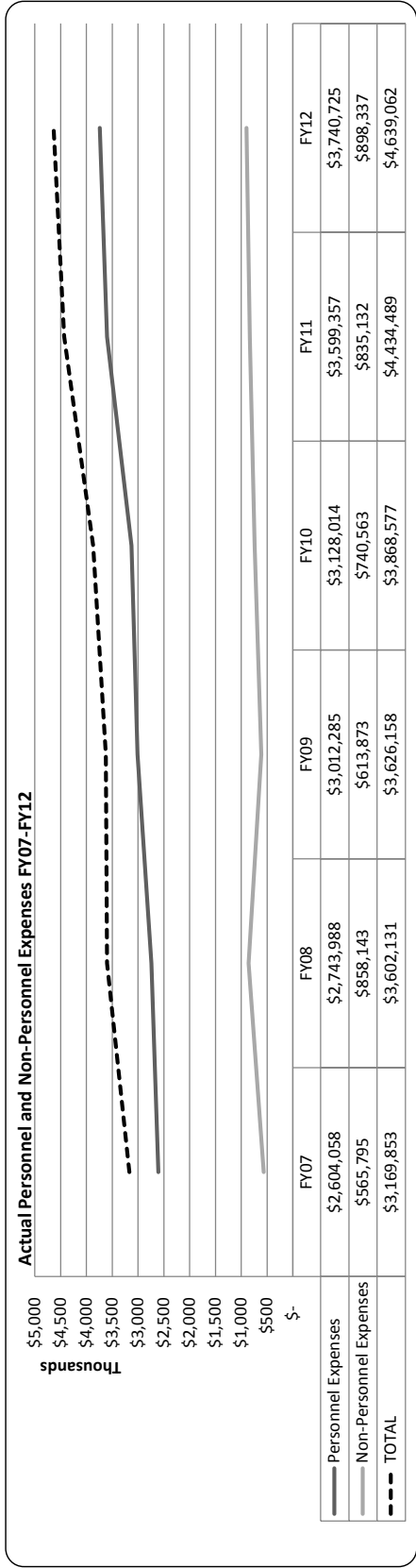
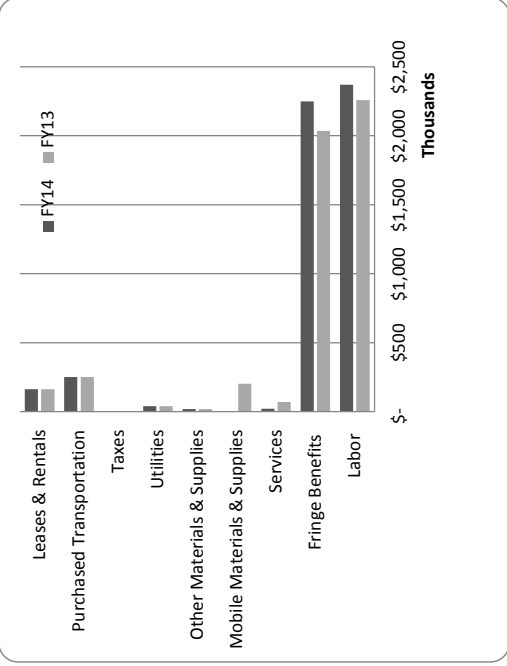
* Mechanic I-II: 1 FTE transferred to Fleet Maintenance, effective February 2013.

Paratransit 3100

	Revised Budget FY13	Budget FY14	Var \$	Var %
Personnel Expenses:				
Labor	\$ 2,257,874	\$ 2,368,831	\$ 110,957	4.91%
Fringe Benefits	\$ 2,034,323	\$ 2,248,411	\$ 214,088	10.52%
	\$ 4,292,197	\$ 4,617,242	\$ 325,045	7.57%

Non-Personnel Expenses:				
Services	\$ 70,500	\$ 20,500	\$ (50,000)	-70.92%
Mobile Materials & Supplies	\$ 202,000	\$ -	\$ (202,000)	-100.00%
Other Materials & Supplies	\$ 19,500	\$ 18,800	\$ (700)	-3.59%
Utilities	\$ 39,200	\$ 39,200	\$ -	0.00%
Taxes	\$ 500	\$ 500	\$ -	0.00%
Purchased Transportation	\$ 250,000	\$ 250,000	\$ -	0.00%
Leases & Rentals	\$ 163,200	\$ 163,200	\$ -	0.00%
	\$ 744,900	\$ 492,200	\$ (252,700)	-33.92%

Total Expenses:	\$ 5,037,097	\$ 5,109,442	\$ 72,345	1.44%
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**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET**

Paratransit - 3100

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13 PROPOSED ACTUAL FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
LABOR					
501011 Bus Operator Pay	1,164,340	1,027,799	-11.7%	1,215,200	4.4%
501013 Bus Operator OT	233,567	215,030	-7.9%	245,835	5.3%
501021 Other Salaries	782,954	740,752	-5.4%	818,748	4.6%
501023 Other OT	77,014	110,951	44.1%	89,049	15.6%
Totals	2,257,874	2,094,532	-7.2%	2,368,831	4.9%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	38,378	35,722	-6.9%	40,166	4.7%
502021 Retirement	411,152	362,004	-12.0%	467,860	13.8%
502031 Medical Ins	884,979	828,090	-6.4%	961,176	8.6%
502041 Dental Ins	68,690	63,779	-7.1%	69,270	0.8%
502045 Vision Ins	17,958	16,060	-10.6%	18,695	4.1%
502051 Life Ins/AD&D	6,553	5,626	-14.1%	6,820	4.1%
502060 State Disability Ins (SDI)	26,310	24,210	-8.0%	28,352	7.8%
502061 Long Term Disability Ins	15,591	16,450	5.5%	17,040	9.3%
502071 State Unemployment Ins (SUI)	14,857	13,682	-7.9%	15,929	7.2%
502081 Worker's Comp Ins	151,126	580,807	284.3%	211,935	40.2%
502101 Holiday Pay	69,968	39,574	-43.4%	73,974	5.7%
502103 Floating Holiday	10,711	7,164	-33.1%	7,373	-31.2%
502109 Sick Leave	109,904	74,402	-32.3%	114,990	4.6%
502111 Annual Leave	181,221	237,284	30.9%	187,550	3.5%
502121 Other Paid Absence	17,052	20,340	19.3%	17,338	1.7%
502251 Phys. Exams	3,183	1,350	-57.6%	3,183	0.0%
502253 Driver Lic Renewal	1,061	513	-51.6%	1,061	0.0%
502999 Other Fringe Benefits	5,630	4,873	-13.5%	5,701	1.3%
Totals	2,034,323	2,331,930	14.6%	2,248,411	10.5%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET**

Paratransit - 3100

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13 PROPOSED ACTUAL FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
SERVICES					
503011 Accting/Audit Fees	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	8,000	4,310	-46.1%	8,000	0.0%
503032 Legislative Services	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	0.0%
503041 Temp Help	-	3,674	100.0%	-	0.0%
503161 Custodial Services	9,500	10,120	6.5%	9,500	0.0%
503162 Uniforms/Laundry	1,000	869	-13.1%	1,000	0.0%
503171 Security Services	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	3,045	100.0%	-	0.0%
503352 Repair - Equipment	2,000	2,695	34.8%	2,000	0.0%
503353 Repair - Rev Vehicle	50,000	82,892	65.8%	-	-100.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%
Totals	70,500	107,605	52.6%	20,500	-70.9%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	175,000	261,270	49.3%	-	-100.0%
504021 Tires & Tubes	12,000	17,799	48.3%	-	-100.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	15,000	22,638	50.9%	-	-100.0%
Totals	202,000	301,708	49.4%	-	-100.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET**

Paratransit - 3100

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13 PROPOSED ACTUAL FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	0.0%
504211 Postage & Mailing	2,500	1,315	-47.4%	2,800	12.0%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	3,000	-	-100.0%	4,500	50.0%
504217 Photo Supp/Process	1,000	1,320	32.0%	1,000	0.0%
504311 Office Supplies	11,000	8,153	-25.9%	9,000	-18.2%
504315 Safety Supplies	1,000	94	-90.6%	1,000	0.0%
504317 Cleaning Supplies	500	232	-53.6%	500	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	500	750	50.0%	-	-100.0%
Totals	19,500	11,865	-39.2%	18,800	-3.6%
UTILITIES					
505011 Gas & Electric	14,000	13,509	-3.5%	14,000	0.0%
505021 Water & Garbage	6,200	5,111	-17.6%	6,200	0.0%
505031 Telecommunications	19,000	19,328	1.7%	19,000	0.0%
Totals	39,200	37,948	-3.2%	39,200	0.0%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
 Paratransit - 3100

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	500	398	-20.5%	500	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	500	398	-20.5%	500	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	250,000	136,887	-45.2%	250,000	0.0%
Totals	250,000	136,887	-45.2%	250,000	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	-	-	0.0%	-	0.0%
509081 Advertising - District Promo	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
LEASES & RENTALS					
512011 Facility Lease	158,000	151,017	-4.4%	158,000	0.0%
512061 Equipment Rental	5,200	2,603	-49.9%	5,200	0.0%
Totals	163,200	153,621	-5.9%	163,200	0.0%
PERSONNEL TOTAL	4,292,197	4,426,461	3.1%	4,617,242	7.6%
NON-PERSONNEL TOTAL	744,900	750,031	0.7%	492,200	-33.9%
DEPARTMENT TOTALS	5,037,097	5,176,492	2.8%	5,109,442	1.4%

OPERATIONS

3200

MAJOR FUNCTIONS OF THE DEPARTMENT

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

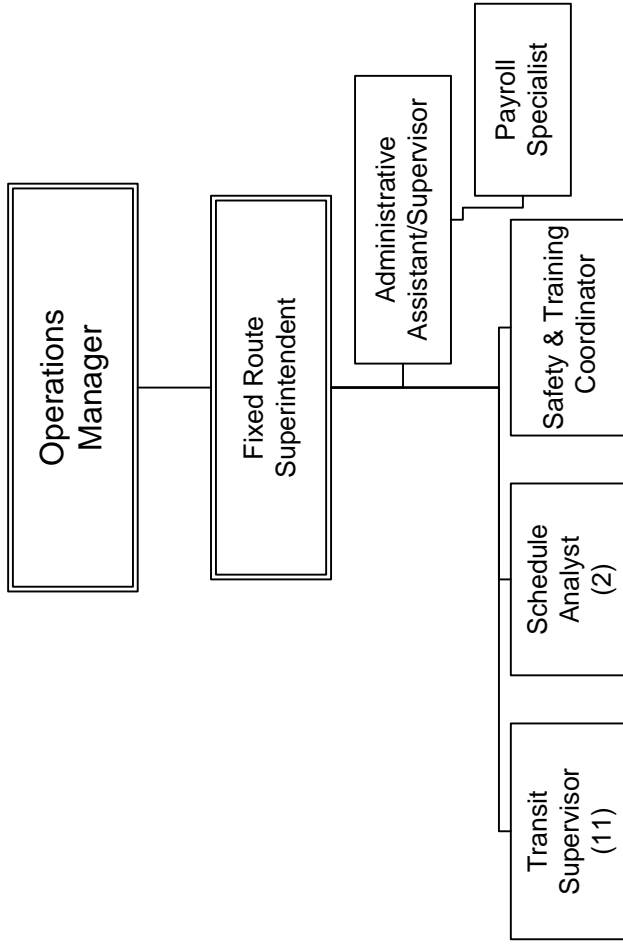
DEPARTMENT OBJECTIVES FOR FY14

- Establish and implement appropriate procedures for all modules of the new Hastus software upgrade including Bid, Run-cutting, Scheduling, Dispatching, Payroll, Employee Performance Manager, and Self Serve.
- Document in writing all processes for all Hastus modules in an easy-to-follow manual.
- Continue to upgrade the Fare Recovery system and implement procedures and guidelines regarding its use including implementation of new Smart Card fare medium.
- Within budget constraints, begin recommended implementation of equipment and software for Closed Circuit Tele-Vision surveillance upgrades.
- Arrange ongoing personnel development training for new and existing staff covering a variety of areas critical to effective and efficient fixed route operation.
- Implement expanded review of Operator performance monitoring to ensure quality service is being provided to the community.
- Provide coordination assistance, and take actions to support the construction of the MetroBase facilities.
- Coordinate with Security Contractor training for Security personnel tailored to meet Santa Cruz METRO's dynamic needs.
- Within budget, begin recommended implementation of Land Mobile Radio upgrades in order to comply with 2013 Federal Communications Commission requirements for reduction in bandwidth use.
- Implement processes necessary to achieve stakeholder input, and complete revision of the Operator Handbooks for the Fixed-Route personnel.
- Provide developmental training for new and experienced Supervisors in various areas critical to effective Transit Supervision; Accident Investigation Training, Instructor's Course in Bus Operator Training, NTI courses in Supervision and Effective Supervision, certification as DMV examiners for the Employer Testing Program, and Vehicle Transit Training.

Operations Department (con't)

- Development and certification of staff to respond to emergency situations through training and certification in National Incident Management System (NIMS) and Incident Command System training.
- Cross train fixed route operators on ParaCruz vehicles to provide additional certified operators in case of emergency
- Continue outreach in providing local police, fire and emergency medical response agencies with equipment and building information to better familiarize response parameters, and in dealing with possible emergency crisis situations.
- Increase communication and interaction with Office of Emergency Services to include Supervisory staff with those agencies responding to an emergency. Provide contact information that will assist in improving service deployment during an emergency.
- Review and upgrade various job descriptions to reflect changes in responsibilities and duties consistent with current agency needs.
- Increase training in various skill sets for Office Administrative staff and implement cross training of various critical function areas.
- Improve security post orders to cover the changing requirements of security at the Santa Cruz METRO centers.

Operations 3200

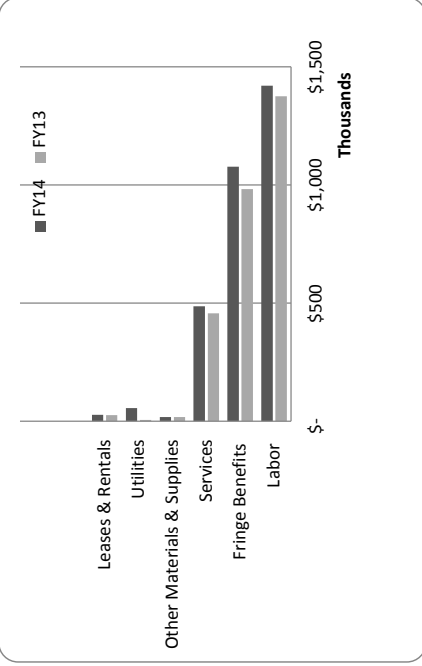


FY14 FINAL OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Operations - 3200

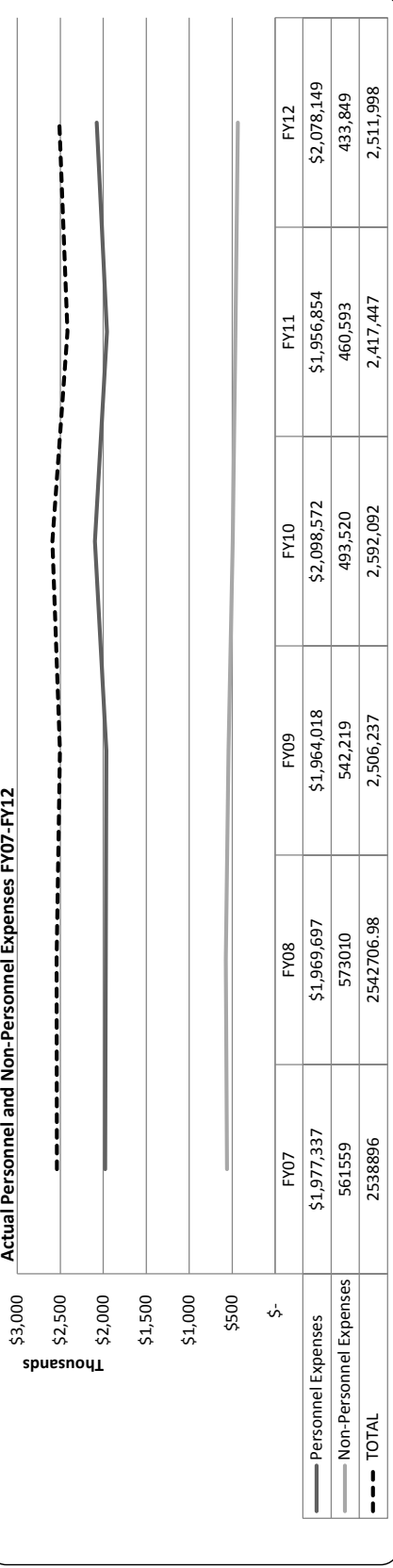
Position Title	Authorized		Funded	
	FY 13 Revised	FY 14 Final	FY 13 Revised	FY 14 Final
Operations Manager	1.00	1.00	1.00	1.00
Fixed Route Superintendent	1.00	1.00	1.00	1.00
Transit Supervisor	14.00	14.00	11.00	11.00
Schedule Analyst	2.00	2.00	2.00	2.00
Safety & Training Coordinator	1.00	1.00	1.00	1.00
Admin Assistant/Supervisor	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	0.00	0.00
Administrative Clerk I	0.00	0.00	0.00	0.00
Payroll Specialist	1.00	1.00	1.00	1.00
Total Full-Time Equivalents (FTEs)	22.00	22.00	18.00	18.00

Operations 3200

	Revised Budget FY13	Budget FY14	Var \$	Var %
Personnel Expenses:				
Labor	\$ 1,374,285	\$ 1,418,989	\$ 44,704	3.25%
Fringe Benefits	\$ 982,668	\$ 1,076,855	\$ 94,187	9.58%
	\$ 2,356,953	\$ 2,495,844	\$ 138,891	5.89%
Non-Personnel Expenses:				
Services	\$ 456,500	\$ 486,500	\$ 30,000	6.57%
Other Materials & Supplies	\$ 17,300	\$ 17,300	\$ -	0.00%
Utilities	\$ 5,000	\$ 55,000	\$ 50,000	1000.00%
Leases & Rentals	\$ 25,500	\$ 27,600	\$ 2,100	8.24%
	\$ 504,300	\$ 586,400	\$ 82,100	16.28%
Total Expenses:	\$ 2,861,253	\$ 3,082,244	\$ 220,991	7.72%



Actual Personnel and Non-Personnel Expenses FY07-FY12



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
 Operations - 3200

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
LABOR						
501011 Bus Operator Pay	-	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	-	0.0%	-	0.0%
501021 Other Salaries	1,200,943	1,006,629	1,211,766	-16.2%	1,211,766	0.9%
501023 Other OT	173,342	322,506	207,223	86.1%	207,223	19.5%
Totals	1,374,285	1,329,136	1,418,989	-3.3%	1,418,989	3.3%
FRINGE BENEFITS						
502011 Medicare/Soc. Sec.	24,009	15,159	24,880	-36.9%	24,880	3.6%
502021 Retirement	252,442	207,552	280,763	-17.8%	280,763	11.2%
502031 Medical Ins	305,900	258,271	331,023	-15.6%	331,023	8.2%
502041 Dental Ins	26,260	20,838	26,654	-20.6%	26,654	1.5%
502045 Vision Ins	5,940	4,698	6,118	-20.9%	6,118	3.0%
502051 Life Ins/AD&D	2,292	1,786	2,361	-22.1%	2,361	3.0%
502060 State Disability Ins (SDI)	15,337	13,897	16,417	-9.4%	16,417	7.0%
502061 Long Term Disability Ins	9,225	6,922	9,549	-25.0%	9,549	3.5%
502071 State Unemployment Ins (SUI)	4,914	3,312	5,213	-32.6%	5,213	6.1%
502081 Worker's Comp Ins	51,326	26,054	71,978	-49.2%	71,978	40.2%
502101 Holiday Pay	32,810	23,573	44,691	-28.2%	44,691	36.2%
502103 Floating Holiday	10,107	11,804	10,307	16.8%	10,307	2.0%
502109 Sick Leave	65,621	64,768	67,037	-1.3%	67,037	2.2%
502111 Annual Leave	161,230	227,356	164,369	41.0%	164,369	1.9%
502121 Other Paid Absence	10,253	20,387	10,475	98.8%	10,475	2.2%
502251 Phys. Exams	530	338	530	-36.4%	530	0.0%
502253 Driver Lic Renewal	-	89	-	100.0%	-	0.0%
502999 Other Fringe Benefits	4,472	4,387	4,490	-1.9%	4,490	0.4%
Totals	982,668	911,190	1,076,855	-7.3%	1,076,855	9.6%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
 Operations - 3200

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
SERVICES						
503011 Accting/Audit Fees	-	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	23,000	17,138	17,138	-25.5%	23,000	0.0%
503032 Legislative Services	-	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	-	0.0%	-	0.0%
503041 Temp Help	-	29,933	29,933	100.0%	-	0.0%
503161 Custodial Services	-	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	500	581	581	16.1%	500	0.0%
503171 Security Services	430,000	432,155	432,155	0.5%	460,000	7.0%
503221 Classified/Legal Ads	-	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	0.0%	-	0.0%
503352 Repair - Equipment	3,000	4,154	4,154	38.5%	3,000	0.0%
503353 Repair - Rev Vehicle	-	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	-	0.0%	-	0.0%
Totals	456,500	483,959	483,959	6.0%	486,500	6.6%
MOBILE MATERIALS & SUPPLIES						
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
 Operations - 3200

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13
OTHER MATERIALS & SUPPLIES						
504205 Freight Out	-	-	-	0.0%	-	0.0%
504211 Postage & Mailing	200	213	213	6.3%	200	0.0%
504214 Promotional Items	-	-	-	0.0%	-	0.0%
504215 Printing	4,500	96	96	-97.9%	4,500	0.0%
504217 Photo Supp./Process	600	-	-	-100.0%	600	0.0%
504311 Office Supplies	12,000	16,273	16,273	35.6%	12,000	0.0%
504315 Safety Supplies	-	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	0.0%	-	0.0%
Totals	17,300	16,582	16,582	-4.2%	17,300	0.0%
UTILITIES						
505011 Gas & Electric	-	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	-	0.0%	-	0.0%
505031 Telecommunications	5,000	6,661	6,661	33.2%	55,000	1000.0%
Totals	5,000	6,661	6,661	33.2%	55,000	1000.0%
CASUALTY & LIABILITY						
506011 Insurance - Property	-	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
 Operations - 3200

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13 PROPOSED ACTUAL FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	-	-	0.0%	-	0.0%
509081 Advertising - District Promo	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
LEASES & RENTALS					
512011 Facility Lease	22,000	21,264	-3.3%	22,000	0.0%
512061 Equipment Rental	3,500	2,242	-35.9%	5,600	60.0%
Totals	25,500	23,506	-7.8%	27,600	8.2%
PERSONNEL TOTAL	2,356,953	2,240,326	-4.9%	2,495,844	5.9%
NON-PERSONNEL TOTAL	504,300	530,708	5.2%	586,400	16.3%
DEPARTMENT TOTALS	2,861,253	2,771,034	-3.2%	3,082,244	7.7%

BUS OPERATORS 3300

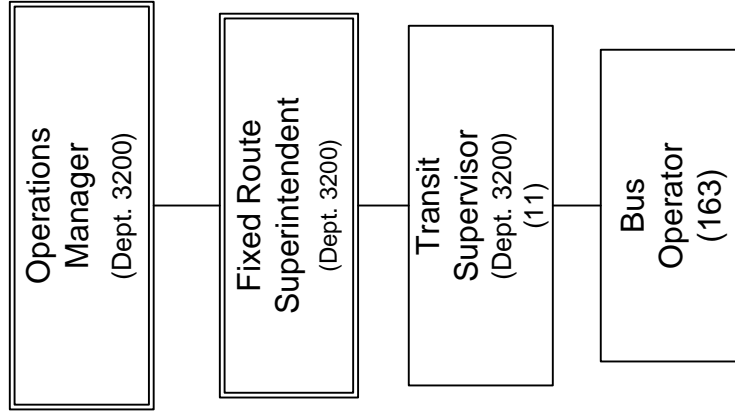
MAJOR FUNCTIONS OF THE DEPARTMENT

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

DEPARTMENT OBJECTIVES FOR FY14

- Enhance Operator New Hire training to include extended curriculum in Customer Service, Conflict Resolution, Emergency Responsibilities and ADA requirements.
- Extend Verification of Transit Training for yearly re-certification of existing Operators to include curriculum tailored to address trends identified.
- Establish committee to provide stakeholder input for the revision of the Fixed Route Operator Handbook.
- Continued refinements in Operator Line Instructor training program to empirically evaluate new hire performance.
- Increase Operator representation in Customer Service role during presentations and community familiarization outreach of Santa Cruz METRO services.
- Provide more consistent information on seminars, certification programs and other educational options that will allow Operators to compete favorably for promotional opportunities within Santa Cruz METRO.
- Enhance professionalism in employees through clarification and enforcement of bus operator uniform standards.

Bus Operators 3300

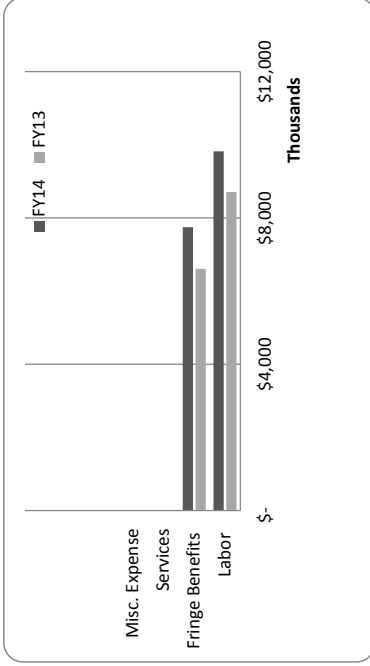


FY14 FINAL OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Bus Operators - 3300

Position Title	Authorized FY 13 Revised	Funded FY 13 Revised	Authorized FY 14 Final	Funded FY 14 Final
Bus Operators	182.00	162.00	182.00	163.00
Total Full-Time Equivalents (FTEs)	182.00	162.00	182.00	163.00

Bus Operators 3300

	<u>Revised Budget FY13</u>	<u>Budget FY14</u>	<u>Var \$</u>	<u>Var %</u>
Personnel Expenses:				
Labor	\$ 8,703,963	\$ 9,815,074	\$ 1,111,111	12.77%
Fringe Benefits	\$ 6,604,394	\$ 7,742,168	\$ 1,137,774	17.23%
	\$ 15,308,356	\$ 17,557,242	\$ 2,248,885	14.69%
Non-Personnel Expenses:				
Services	\$ 2,500	\$ 1,500	\$ (1,000)	-40.00%
Misc. Expense	\$ 3,500	\$ 3,500	\$ -	0.00%
	\$ 6,000	\$ 5,000	\$ (1,000)	-16.67%
Total Expenses:	\$ 15,314,356	\$ 17,562,242	\$ 2,247,885	14.68%



Actual Personnel and Non-Personnel Expenses FY07-FY12

	FY07	FY08	FY09	FY10	FY11	FY12
Personnel Expenses	\$12,013,844	\$12,719,785	\$13,205,051	\$13,296,887	\$13,445,443	\$13,469,984
Non-Personnel Expenses	\$5,450	\$5,004	\$4,164	\$4,575	\$4,355	\$-
TOTAL	\$12,019,294	\$12,724,789	\$13,209,215	\$13,301,462	\$13,449,798	\$13,469,984

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET**

Bus Operators - 3300

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13 PROPOSED ACTUAL FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
LABOR						
501011 Bus Operator Pay	7,143,764	7,257,096		1.6%	7,979,735	11.7%
501013 Bus Operator OT	1,560,198	1,816,010		16.4%	1,835,339	17.6%
501021 Other Salaries	-	-		0.0%	-	0.0%
501023 Other OT	-	-		0.0%	-	0.0%
Totals	8,703,963	9,073,106		4.2%	9,815,074	12.8%
FRINGE BENEFITS						
502011 Medicare/Soc. Sec.	148,922	130,761		-12.2%	167,155	12.2%
502021 Retirement	1,539,892	1,455,461		-5.5%	1,867,564	21.3%
502031 Medical Ins	2,378,333	2,378,377		0.0%	2,779,036	16.8%
502041 Dental Ins	210,943	206,109		-2.3%	230,746	9.4%
502045 Vision Ins	50,490	46,929		-7.1%	55,999	10.9%
502051 Life Ins/AD&D	17,901	21,584		20.6%	19,854	10.9%
502060 State Disability Ins (SDI)	102,526	103,086		0.5%	118,737	15.8%
502061 Long Term Disability Ins	64,751	65,283		0.8%	74,064	14.4%
502071 State Unemployment Ins (SUI)	42,042	46,429		10.4%	47,716	13.5%
502081 Worker's Comp Ins	461,932	281,585		-39.0%	647,801	40.2%
502101 Holiday Pay	284,304	160,296		-43.6%	296,473	4.3%
502103 Floating Holiday	-	-		0.0%	-	0.0%
502109 Sick Leave	415,665	300,976		-27.6%	463,163	11.4%
502111 Annual Leave	799,923	850,258		6.3%	883,615	10.5%
502121 Other Paid Absence	66,634	83,276		25.0%	69,580	4.4%
502251 Phys. Exams	8,487	3,038		-64.2%	8,487	0.0%
502253 Driver Lic Renewal	3,183	2,532		-20.5%	3,183	0.0%
502999 Other Fringe Benefits	8,465	9,176		8.4%	8,996	6.3%
Totals	6,604,394	6,145,155		-7.0%	7,742,168	17.2%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET**
Bus Operators - 3300

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
SERVICES						
503011 Accting/Audit Fees	-	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	-	-	-	0.0%	-	0.0%
503032 Legislative Services	-	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	2,500	2,584	2,584	3.4%	1,500	-40.0%
503171 Security Services	-	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	-	0.0%	-	0.0%
Totals	2,500	2,584	2,584	3.4%	1,500	-40.0%
MOBILE MATERIALS & SUPPLIES						
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET**

Bus Operators - 3300

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13 PROPOSED ACTUAL FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
OTHER MATERIALS & SUPPLIES						
504205 Freight Out	-	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	-	0.0%	-	0.0%
504215 Printing	-	-	-	0.0%	-	0.0%
504217 Photo Supp./Process	-	-	-	0.0%	-	0.0%
504311 Office Supplies	-	-	-	0.0%	-	0.0%
504315 Safety Supplies	-	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%
UTILITIES						
505011 Gas & Electric	-	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY						
506011 Insurance - Property	-	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
 Bus Operators - 3300

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13 PROPOSED ACTUAL FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	-	-	0.0%	-	0.0%
509081 Advertising - District Promo	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	3,500	-	-100.0%	3,500	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	3,500	-	-100.0%	3,500	0.0%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PERSONNEL TOTAL	15,308,356	15,218,261	-0.6%	17,557,242	14.7%
NON-PERSONNEL TOTAL	6,000	2,584	-56.9%	5,000	-16.7%
DEPARTMENT TOTALS	15,314,356	15,220,844	-0.6%	17,562,242	14.7%

FLEET MAINTENANCE 4100

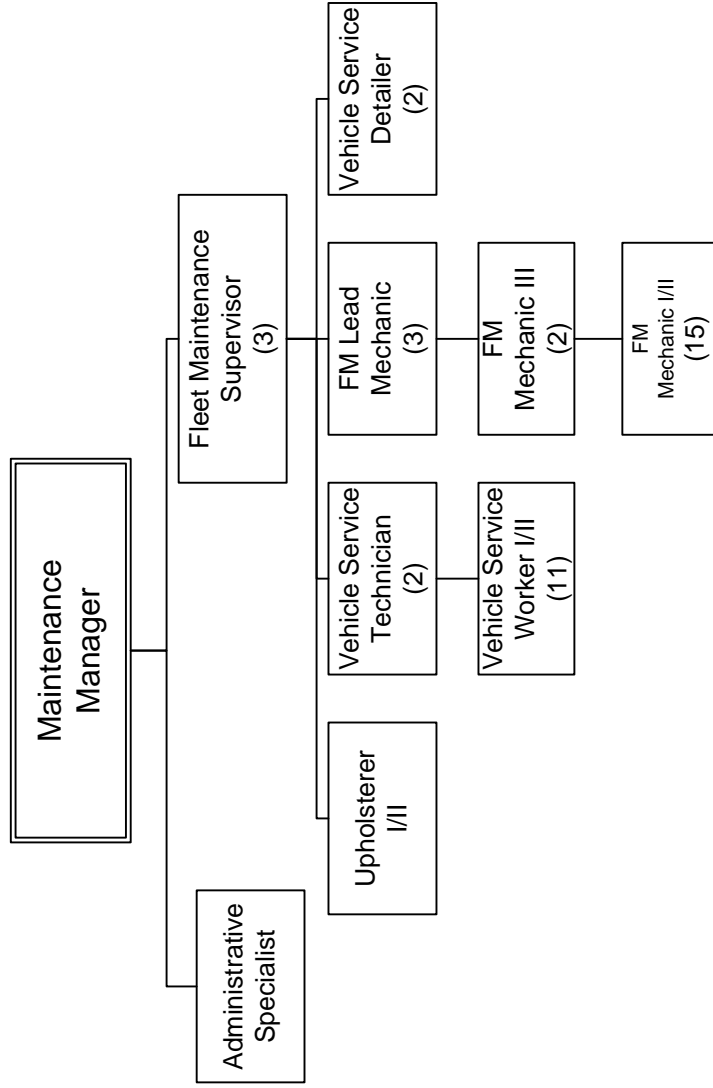
MAJOR FUNCTIONS OF THE DEPARTMENT

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

DEPARTMENT OBJECTIVES FOR FY14

- Continue leadership skills training for those departmental personnel holding leadership positions, i.e. supervisors and shift leaders. This will require additional training in administrative, transit and maintenance specific areas. Our employees are long term employees of Santa Cruz METRO. Any additional investment in training is an investment in our fleet, and the quality of our leaders.
- Continue technical training for our mechanics. As we invest in new equipment we must match the capital investment with an investment in training personnel. Vehicle, engine and transmission technology is so advanced that training must be on going. Introduction of Compressed Natural Gas (CNG) powered vehicles requires an extensive training program to maintain these units safely. The Fleet Maintenance Department is working closely with New Flyer and the manufacturers of the major components of Santa Cruz Metros' buses to develop a training program that will increase bus dependability and passenger safety.
- Provide improved operational support in both vehicle maintenance and vehicle servicing through streamlined and more accurate tracking/scheduling. The Fleet Maintenance Department will continue to support the Operations Department during all hours of operations.
- Develop and implement a modern comprehensive safety program for the Fleet Maintenance Department. This program will cover all aspects of all activities of the Fleet Maintenance Department. The new safety program will be developed with the input of all Fleet Maintenance personnel including mechanics, lead mechanics, Parts Department personnel and supervisors.

Fleet Maintenance 4100



FY14 FINAL OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Fleet Maintenance - 4100

Position Title	Authorized		Funded		Authorized		Funded	
	FY 13 Revised	FY 13 Revised	FY 13 Revised	FY 13 Revised	FY 14 Final	FY 14 Final	FY 14 Final	FY 14 Final
Maintenance Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Fleet Maint Supervisor	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
FM Lead Mechanic	6.00	3.00	3.00	3.00	6.00	6.00	3.00	3.00
FM Mechanic III	4.00	2.00	2.00	2.00	4.00	4.00	2.00	2.00
FM Mechanic I - II *	16.00	15.00	15.00	15.00	16.00	16.00	15.00	15.00
Body Repair Mechanic	1.00	0.00	0.00	0.00	1.00	1.00	0.00	0.00
Upholsterer I - II	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Supervisor of Parts & Materials **	1.00	1.00	1.00	1.00	0.00	0.00	0.00	0.00
FM Lead Parts Clerk **	1.00	1.00	1.00	1.00	0.00	0.00	0.00	0.00
Parts Clerk **	1.00	1.00	1.00	1.00	0.00	0.00	0.00	0.00
Receiving Parts Clerk **	1.00	1.00	1.00	1.00	0.00	0.00	0.00	0.00
Admin Assistant/Supervisor	1.00	0.00	0.00	0.00	1.00	1.00	0.00	0.00
Admin Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Accounting Tech/Sr. Acctng Tech	2.00	0.00	0.00	0.00	2.00	2.00	0.00	0.00
Administrative Clerk I	1.00	0.00	0.00	0.00	1.00	1.00	0.00	0.00
Vehicle Service Technician	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Vehicle Service Detailer	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Vehicle Service Worker I - II ***	12.00	7.00	7.00	7.00	16.00	16.00	11.00	11.00
Total Full-Time Equivalents (FTEs)	57.00	41.00	41.00	41.00	57.00	57.00	41.00	41.00

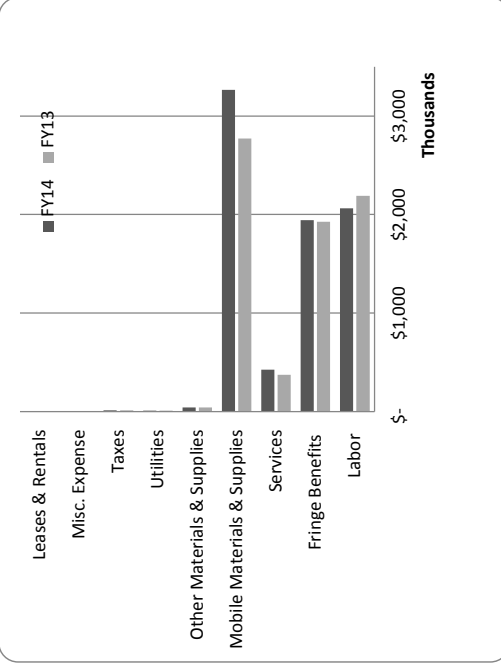
* FM Mechanic I-II: 1 FTE transferred from Paratransit, effective February 2013.

** Supervisors of Parts & Materials, FM Lead Parts Clerk, Parts Clerk, and Receiving Parts Clerk are transferred to department Purchasing in FY14.

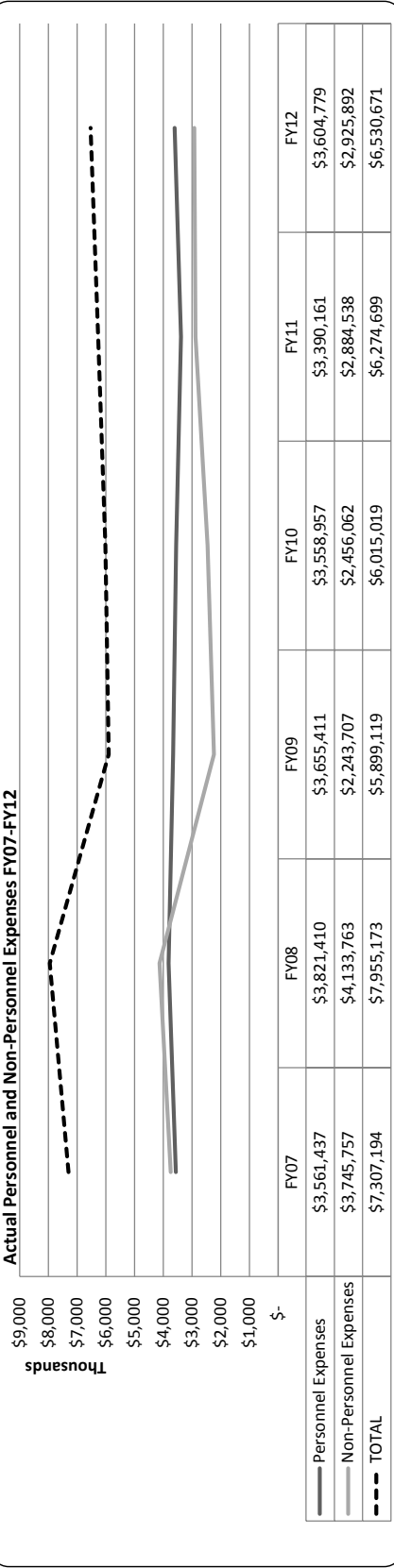
*** Expenses for 4 FTEs (Vehicle Service Worker I - II) will be incurred in department 5100 Capital Funded Labor in FY14, in order to facilitate financial/grant reporting.

Fleet Maintenance 4100

	Revised Budget FY13	Budget FY14	Var \$	Var %
Personnel Expenses:				
Labor	\$ 2,188,440	\$ 2,063,817	\$ (124,623)	-5.69%
Fringe Benefits	\$ 1,926,746	\$ 1,944,150	\$ 17,404	0.90%
	\$ 4,115,186	\$ 4,007,967	\$ (107,219)	-2.61%
Non-Personnel Expenses:				
Services	\$ 374,000	\$ 426,500	\$ 52,500	14.04%
Mobile Materials & Supplies	\$ 2,771,250	\$ 3,266,193	\$ 494,943	17.86%
Other Materials & Supplies	\$ 43,785	\$ 44,495	\$ 710	1.62%
Utilities	\$ 11,000	\$ 11,000	\$ -	0.00%
Taxes	\$ 14,000	\$ 14,000	\$ -	0.00%
Misc. Expense	\$ 1,800	\$ 2,000	\$ 200	11.11%
Leases & Rentals	\$ 1,200	\$ 1,200	\$ -	0.00%
	\$ 3,217,035	\$ 3,765,388	\$ 548,353	17.05%
Total Expenses:	\$ 7,332,221	\$ 7,773,354	\$ 441,133	6.02%



Actual Personnel and Non-Personnel Expenses FY07-FY12



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
 Fleet Maintenance - 4100

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
LABOR						
501011 Bus Operator Pay	-	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	-	0.0%	-	0.0%
501021 Other Salaries	2,108,298	2,136,763	2,136,763	1.4%	1,978,029	-6.2%
501023 Other OT	80,142	155,964	155,964	94.6%	85,788	7.0%
Totals	2,188,440	2,292,727	2,292,727	4.8%	2,063,817	-5.7%
FRINGE BENEFITS						
502011 Medicare/Soc. Sec.	38,692	33,838	33,838	-12.5%	36,622	-5.4%
502021 Retirement	438,188	413,590	413,590	-5.6%	449,104	2.5%
502031 Medical Ins	714,102	657,257	657,257	-8.0%	718,769	0.7%
502041 Dental Ins	60,851	54,497	54,497	-10.4%	56,015	-7.9%
502045 Vision Ins	13,338	10,642	10,642	-20.2%	12,576	-5.7%
502051 Life Ins/AD&D	4,822	3,686	3,686	-23.5%	4,555	-5.5%
502060 State Disability Ins (SDI)	25,311	25,253	25,253	-0.2%	24,538	-3.1%
502061 Long Term Disability Ins	17,766	14,400	14,400	-18.9%	17,017	-4.2%
502071 State Unemployment Ins (SUI)	11,032	11,352	11,352	2.9%	10,716	-2.9%
502081 Worker's Comp Ins	114,056	76,750	76,750	-32.7%	143,955	26.2%
502101 Holiday Pay	57,553	35,624	35,624	-38.1%	71,718	24.6%
502103 Floating Holiday	5,267	15,855	15,855	201.0%	5,640	7.1%
502109 Sick Leave	113,819	91,611	91,611	-19.5%	107,577	-5.5%
502111 Annual Leave	285,407	283,899	283,899	-0.5%	260,055	-8.9%
502121 Other Paid Absence	17,985	12,090	12,090	-32.8%	16,809	-6.5%
502251 Phys. Exams	1,910	1,013	1,013	-47.0%	1,910	0.0%
502253 Driver Lic Renewal	412	159	159	-61.4%	412	0.0%
502999 Other Fringe Benefits	6,235	3,170	3,170	-49.2%	6,162	-1.2%
Totals	1,926,746	1,744,687	1,744,687	-9.4%	1,944,150	0.9%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
 Fleet Maintenance - 4100

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
SERVICES						
503011 Accting/Audit Fees	-	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	6,000	3,450	3,450	-42.5%	6,500	8.3%
503032 Legislative Services	-	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	-	0.0%	-	0.0%
503041 Temp Help	-	43,654	43,654	100.0%	-	0.0%
503161 Custodial Services	-	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	15,000	14,673	14,673	-2.2%	15,000	0.0%
503171 Security Services	-	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	0.0%	-	0.0%
503352 Repair - Equipment	38,000	38,936	38,936	2.5%	38,000	0.0%
503353 Repair - Rev Vehicle	300,000	339,968	339,968	13.3%	350,000	16.7%
503354 Repair - Non Rev Vehicle	15,000	7,024	7,024	-53.2%	17,000	13.3%
503363 Haz Mat Disposal	-	-	-	0.0%	-	0.0%
Totals	374,000	447,705	447,705	19.7%	426,500	14.0%
MOBILE MATERIALS & SUPPLIES						
504011 Fuels & Lubricants - Non Rev Veh	81,000	73,117	73,117	-9.7%	88,100	8.8%
504012 Fuels & Lubricants - Rev Veh	1,900,000	1,861,188	1,861,188	-2.0%	2,333,076	22.8%
504021 Tires & Tubes	183,000	204,264	204,264	11.6%	205,000	12.0%
504161 Other Mobile Supplies	-	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	607,250	575,799	575,799	-5.2%	640,017	5.4%
Totals	2,771,250	2,714,368	2,714,368	-2.1%	3,266,193	17.9%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
 Fleet Maintenance - 4100

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13
OTHER MATERIALS & SUPPLIES						
504205 Freight Out	2,550	1,983		-22.2%	2,601	2.0%
504211 Postage & Mailing	250	62		-75.3%	250	0.0%
504214 Promotional Items	-	-		0.0%	-	0.0%
504215 Printing	150	155		3.1%	150	0.0%
504217 Photo Supp/Process	-	-		0.0%	-	0.0%
504311 Office Supplies	4,635	6,023		29.9%	4,794	3.4%
504315 Safety Supplies	10,000	18,850		88.5%	10,000	0.0%
504317 Cleaning Supplies	7,000	2,219		-68.3%	7,000	0.0%
504409 Repair/Maint Supplies	-	-		0.0%	-	0.0%
504421 Non-Inventory Parts	10,000	7,536		-24.6%	10,000	0.0%
504511 Small Tools	6,700	8,245		23.1%	6,700	0.0%
504515 Employee Tool Replacement	2,500	1,675		-33.0%	3,000	20.0%
Totals	43,785	46,748		6.8%	44,495	1.6%
UTILITIES						
505011 Gas & Electric	-	-		0.0%	-	0.0%
505021 Water & Garbage	-	-		0.0%	-	0.0%
505031 Telecommunications	11,000	14,358		30.5%	11,000	0.0%
Totals	11,000	14,358		30.5%	11,000	0.0%
CASUALTY & LIABILITY						
506011 Insurance - Property	-	-		0.0%	-	0.0%
506015 Insurance - PL/PD	-	-		0.0%	-	0.0%
506021 Insurance - Other	-	-		0.0%	-	0.0%
506123 Settlement Costs	-	-		0.0%	-	0.0%
506127 Repairs - District Prop	-	(26,695)		100.0%	-	0.0%
Totals	-	(26,695)		100.0%	-	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
 Fleet Maintenance - 4100

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13
TAXES						
507051 Fuel Tax	14,000	14,389	14,389	2.8%	14,000	0.0%
507201 Licenses & Permits	-	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	-	0.0%	-	0.0%
Totals	14,000	14,389	14,389	2.8%	14,000	0.0%
PURCHASED TRANS.						
503406 Contract/Paratransit	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%
MISC EXPENSE						
509011 Dues/Subscriptions	1,800	2,771	2,771	54.0%	2,000	11.1%
509081 Advertising - District Promo	-	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	-	0.0%	-	0.0%
509123 Travel	-	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	-	0.0%	-	0.0%
509150 Contributions	-	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	-	0.0%	-	0.0%
Totals	1,800	2,771	2,771	54.0%	2,000	11.1%
LEASES & RENTALS						
512011 Facility Lease	-	-	-	0.0%	-	0.0%
512061 Equipment Rental	1,200	2,120	2,120	76.6%	1,200	0.0%
Totals	1,200	2,120	2,120	76.6%	1,200	0.0%
PERSONNEL TOTAL	4,115,186	4,037,414	4,037,414	-1.9%	4,007,967	-2.6%
NON-PERSONNEL TOTAL	3,217,035	3,215,764	3,215,764	0.0%	3,765,388	17.0%
DEPARTMENT TOTALS	7,332,221	7,253,178	7,253,178	-1.1%	7,773,354	6.0%

CAPITAL FUNDED LABOR - 5100

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
 Capital Funded Labor - 5100

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
LABOR						
501011 Bus Operator Pay	-	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	-	0.0%	-	0.0%
501021 Other Salaries	-	-	-	0.0%	-	0.0%
501023 Other OT	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%
FRINGE BENEFITS						
502011 Medicare/Soc. Sec.	-	-	-	0.0%	-	0.0%
502021 Retirement	-	-	-	0.0%	-	0.0%
502031 Medical Ins	-	-	-	0.0%	-	0.0%
502041 Dental Ins	-	-	-	0.0%	-	0.0%
502045 Vision Ins	-	-	-	0.0%	-	0.0%
502051 Life Ins/AD&D	-	-	-	0.0%	-	0.0%
502060 State Disability Ins (SDI)	-	-	-	0.0%	-	0.0%
502061 Long Term Disability Ins	-	-	-	0.0%	-	0.0%
502071 State Unemployment Ins (SUI)	-	-	-	0.0%	-	0.0%
502081 Worker's Comp Ins	-	-	-	0.0%	-	0.0%
502101 Holiday Pay	-	-	-	0.0%	-	0.0%
502103 Floating Holiday	-	-	-	0.0%	-	0.0%
502109 Sick Leave	-	-	-	0.0%	-	0.0%
502111 Annual Leave	-	-	-	0.0%	-	0.0%
502121 Other Paid Absence	-	-	-	0.0%	-	0.0%
502251 Phys. Exams	-	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
 Capital Funded Labor - 5100

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
SERVICES						
503011 Accting/Audit Fees	-	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	-	-	-	0.0%	-	0.0%
503032 Legislative Services	-	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	-	0.0%	-	0.0%
503171 Security Services	-	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%
MOBILE MATERIALS & SUPPLIES						
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
 Capital Funded Labor - 5100

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
OTHER MATERIALS & SUPPLIES						
504205 Freight Out	-	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	-	0.0%	-	0.0%
504215 Printing	-	-	-	0.0%	-	0.0%
504217 Photo Supp./Process	-	-	-	0.0%	-	0.0%
504311 Office Supplies	-	-	-	0.0%	-	0.0%
504315 Safety Supplies	-	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%
UTILITIES						
505011 Gas & Electric	-	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY						
506011 Insurance - Property	-	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
 Capital Funded Labor - 5100

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	-	-	0.0%	-	0.0%
509081 Advertising - District Promo	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PERSONNEL TOTAL	-	-	0.0%	-	0.0%
NON-PERSONNEL TOTAL	-	-	0.0%	-	0.0%
DEPARTMENT TOTALS	-	-	0.0%	-	0.0%

COBRA BENEFITS – 9001

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
COBRA Benefits - 9001**

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13 PROPOSED ACTUAL FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 Other Salaries	-	-	0.0%	-	0.0%
501023 Other OT	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	-	-	0.0%	-	0.0%
502021 Retirement	-	-	0.0%	-	0.0%
502031 Medical Ins	-	-	0.0%	-	0.0%
502041 Dental Ins	-	5,472	100.0%	-	0.0%
502045 Vision Ins	-	2,083	100.0%	-	0.0%
502051 Life Ins/AD&D	-	-	0.0%	-	0.0%
502060 State Disability Ins (SDI)	-	-	0.0%	-	0.0%
502061 Long Term Disability Ins	-	-	0.0%	-	0.0%
502071 State Unemployment Ins (SUI)	-	-	0.0%	-	0.0%
502081 Worker's Comp Ins	-	-	0.0%	-	0.0%
502101 Holiday Pay	-	-	0.0%	-	0.0%
502103 Floating Holiday	-	-	0.0%	-	0.0%
502109 Sick Leave	-	-	0.0%	-	0.0%
502111 Annual Leave	-	-	0.0%	-	0.0%
502121 Other Paid Absence	-	-	0.0%	-	0.0%
502251 Phys. Exams	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	-	-	0.0%	-	0.0%
Totals	-	7,555	100.0%	-	0.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
 FY14 FINAL OPERATING BUDGET
 COBRA Benefits - 9001**

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13 PROPOSED ACTUAL FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
SERVICES					
503011 Accting/Audit Fees	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	-	-	0.0%	-	0.0%
503032 Legislative Services	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	0.0%
503171 Security Services	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
COBRA Benefits - 9001**

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13 PROPOSED ACTUAL FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
OTHER MATERIALS & SUPPLIES						
504205 Freight Out	-	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	-	0.0%	-	0.0%
504215 Printing	-	-	-	0.0%	-	0.0%
504217 Photo Supp./Process	-	-	-	0.0%	-	0.0%
504311 Office Supplies	-	-	-	0.0%	-	0.0%
504315 Safety Supplies	-	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%
UTILITIES						
505011 Gas & Electric	-	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY						
506011 Insurance - Property	-	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%

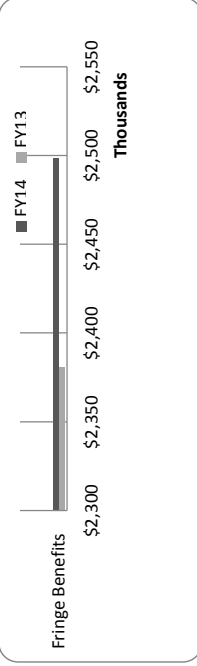
**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
COBRA Benefits - 9001**

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13 PROPOSED ACTUAL FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	-	-	0.0%	-	0.0%
509081 Advertising - District Promo	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PERSONNEL TOTAL	-	7,555	100.0%	-	0.0%
NON-PERSONNEL TOTAL	-	-	0.0%	-	0.0%
DEPARTMENT TOTALS	-	7,555	100.0%	-	0.0%

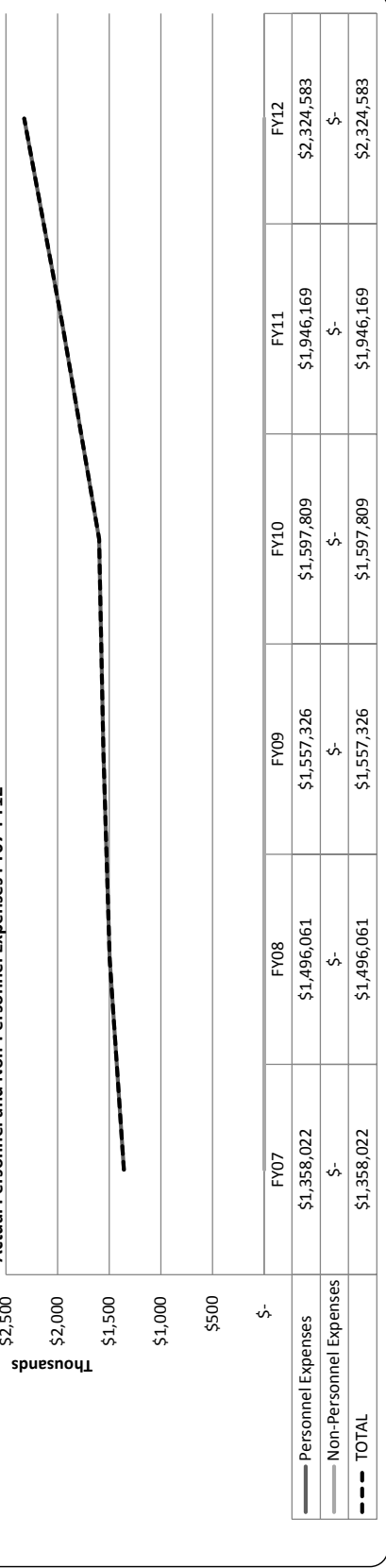
RETIRED EMPLOYEE BENEFITS - 9005

Retirees 9005

	<u>Revised Budget FY13</u>	<u>Budget FY14</u>	<u>Var \$</u>	<u>Var %</u>
Personnel Expenses:				
Fringe Benefits	\$ 2,380,649	\$ 2,498,407	\$ 117,758	4.95%
	\$ 2,380,649	\$ 2,498,407	\$ 117,758	4.95%
Total Expenses:	\$ 2,380,649	\$ 2,498,407	\$ 117,758	4.95%



Actual Personnel and Non-Personnel Expenses FY07-FY12



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
 Retired Employee Benefits - 9005

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13 PROPOSED ACTUAL FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
LABOR						
501011 Bus Operator Pay	-	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	-	0.0%	-	0.0%
501021 Other Salaries	-	-	-	0.0%	-	0.0%
501023 Other OT	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%
FRINGE BENEFITS						
502011 Medicare/Soc. Sec.	-	-	-	0.0%	-	0.0%
502021 Retirement	-	-	-	0.0%	-	0.0%
502031 Medical Ins	2,224,636	2,199,380	2,339,047	-1.1%	2,339,047	5.1%
502041 Dental Ins	92,438	97,420	95,211	5.4%	95,211	3.0%
502045 Vision Ins	26,987	28,960	27,796	7.3%	27,796	3.0%
502051 Life Ins/AD&D	8,022	8,641	8,263	7.7%	8,263	3.0%
502060 State Disability Ins (SDI)	-	-	-	0.0%	-	0.0%
502061 Long Term Disability Ins	-	-	-	0.0%	-	0.0%
502071 State Unemployment Ins (SUI)	-	-	-	0.0%	-	0.0%
502081 Worker's Comp Ins	-	-	-	0.0%	-	0.0%
502101 Holiday Pay	-	-	-	0.0%	-	0.0%
502103 Floating Holiday	-	-	-	0.0%	-	0.0%
502109 Sick Leave	-	-	-	0.0%	-	0.0%
502111 Annual Leave	-	-	-	0.0%	-	0.0%
502121 Other Paid Absence	-	-	-	0.0%	-	0.0%
502251 Phys. Exams	-	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	28,566	19,216	28,089	-32.7%	28,089	-1.7%
Totals	2,380,649	2,353,617	2,498,407	-1.1%	2,498,407	4.9%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
 Retired Employee Benefits - 9005

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13 PROPOSED ACTUAL FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
SERVICES					
503011	-	-	0.0%	-	0.0%
503012	-	-	0.0%	-	0.0%
503031	-	-	0.0%	-	0.0%
503032	-	-	0.0%	-	0.0%
503033	-	-	0.0%	-	0.0%
503034	-	-	0.0%	-	0.0%
503041	-	-	0.0%	-	0.0%
503161	-	-	0.0%	-	0.0%
503162	-	-	0.0%	-	0.0%
503171	-	-	0.0%	-	0.0%
503221	-	-	0.0%	-	0.0%
503222	-	-	0.0%	-	0.0%
503225	-	-	0.0%	-	0.0%
503351	-	-	0.0%	-	0.0%
503352	-	-	0.0%	-	0.0%
503353	-	-	0.0%	-	0.0%
503354	-	-	0.0%	-	0.0%
503363	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MOBILE MATERIALS & SUPPLIES					
504011	-	-	0.0%	-	0.0%
504012	-	-	0.0%	-	0.0%
504021	-	-	0.0%	-	0.0%
504161	-	-	0.0%	-	0.0%
504191	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
 Retired Employee Benefits - 9005

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13 PROPOSED ACTUAL FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	-	-	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	0.0%
504311 Office Supplies	-	-	0.0%	-	0.0%
504315 Safety Supplies	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
UTILITIES					
505011 Gas & Electric	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

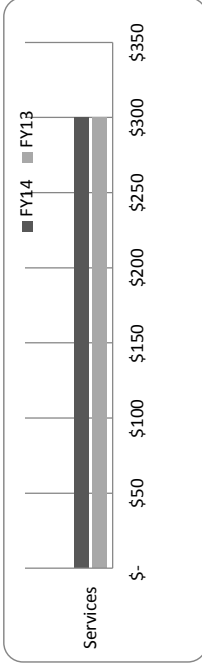
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
 Retired Employee Benefits - 9005

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13 PROPOSED ACTUAL FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	-	-	0.0%	-	0.0%
509081 Advertising - District Promo	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PERSONNEL TOTAL	2,380,649	2,353,617	-1.1%	2,498,407	4.9%
NON-PERSONNEL TOTAL	-	-	0.0%	-	0.0%
DEPARTMENT TOTALS	2,380,649	2,353,617	-1.1%	2,498,407	4.9%

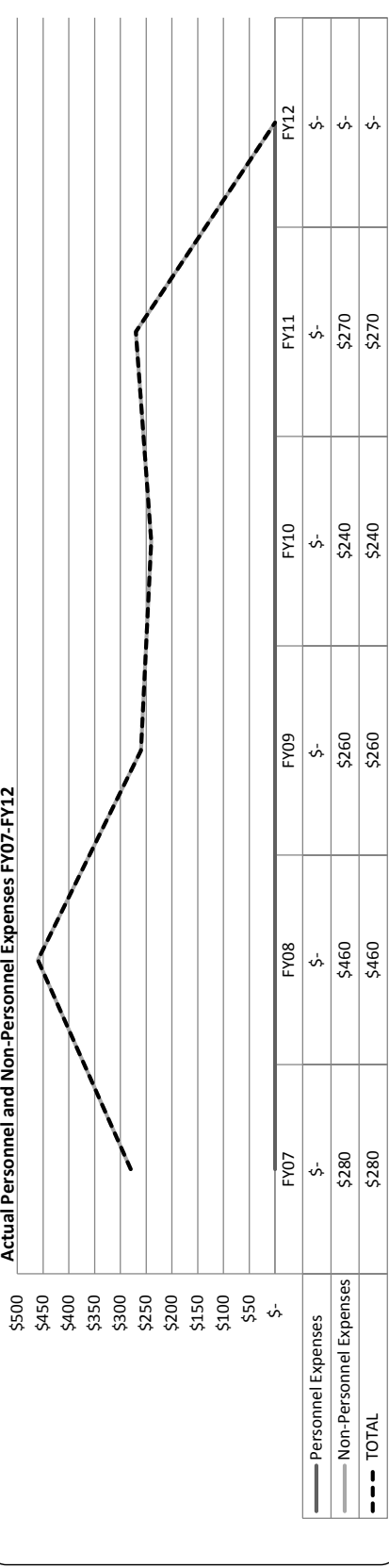
SCCIC - 700

SCCIC 700

	<u>Revised Budget FY13</u>	<u>Budget FY14</u>	<u>Var \$</u>	<u>Var %</u>
Non-Personnel Expenses:				
Services	\$ 300 \$	300 \$	-	0.00%
	\$ 300 \$	300 \$	-	0.00%
Total Expenses:	\$ 300 \$	300 \$	-	0.00%



Actual Personnel and Non-Personnel Expenses FY07-FY12



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
SCCIC - 700**

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13 PROPOSED ACTUAL FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
LABOR						
501011 Bus Operator Pay	-	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	-	0.0%	-	0.0%
501021 Other Salaries	-	-	-	0.0%	-	0.0%
501023 Other OT	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%
FRINGE BENEFITS						
502011 Medicare/Soc. Sec.	-	-	-	0.0%	-	0.0%
502021 Retirement	-	-	-	0.0%	-	0.0%
502031 Medical Ins	-	-	-	0.0%	-	0.0%
502041 Dental Ins	-	-	-	0.0%	-	0.0%
502045 Vision Ins	-	-	-	0.0%	-	0.0%
502051 Life Ins/AD&D	-	-	-	0.0%	-	0.0%
502060 State Disability Ins (SDI)	-	-	-	0.0%	-	0.0%
502061 Long Term Disability Ins	-	-	-	0.0%	-	0.0%
502071 State Unemployment Ins (SUI)	-	-	-	0.0%	-	0.0%
502081 Worker's Comp Ins	-	-	-	0.0%	-	0.0%
502101 Holiday Pay	-	-	-	0.0%	-	0.0%
502103 Floating Holiday	-	-	-	0.0%	-	0.0%
502109 Sick Leave	-	-	-	0.0%	-	0.0%
502111 Annual Leave	-	-	-	0.0%	-	0.0%
502121 Other Paid Absence	-	-	-	0.0%	-	0.0%
502251 Phys. Exams	-	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
SCCIC - 700**

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13 PROPOSED ACTUAL FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
SERVICES					
503011 Accting/Audit Fees	250	250	0.0%	250	0.0%
503012 Admin/Bank Fees	50	50	0.0%	50	0.0%
503031 Prof/Technical Fees	-	-	0.0%	-	0.0%
503032 Legislative Services	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	0.0%
503171 Security Services	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%
Totals	300	300	0.0%	300	0.0%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
SCCIC - 700**

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13 PROPOSED ACTUAL FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
OTHER MATERIALS & SUPPLIES						
504205 Freight Out	-	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	-	0.0%	-	0.0%
504215 Printing	-	-	-	0.0%	-	0.0%
504217 Photo Supp./Process	-	-	-	0.0%	-	0.0%
504311 Office Supplies	-	-	-	0.0%	-	0.0%
504315 Safety Supplies	-	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%
UTILITIES						
505011 Gas & Electric	-	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY						
506011 Insurance - Property	-	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL OPERATING BUDGET
SCCIC - 700**

ACCOUNT	REVISED BUDGET FY13	PROPOSED ACTUAL FY13	% CHANGE REV BUDG FY13 PROPOSED ACTUAL FY13	FINAL BUDGET FY14	% CHANGE BUDG FY13 BUDG FY14
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	-	-	0.0%	-	0.0%
509081 Advertising - District Promo	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PERSONNEL TOTAL					
	-	-	0.0%	-	0.0%
NON-PERSONNEL TOTAL					
	300	300	0.0%	300	0.0%
DEPARTMENT TOTALS					
	300	300	0.0%	300	0.0%

III. CAPITAL BUDGET

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL CAPITAL BUDGET 06/28/13

PROJECT/ACTIVITY	NON-RESERVED RETAINED EARNINGS	PLEDGED - STA - SLPP BACKFILL (1)	RESTRICTED - SAKATA/LAW SUIT	RESTRICTED - STA	RESTRICTED - STATE BOND FUNDS (1B) (2)	RESTRICTED - FY09-11 PTMISEA (1B)	LOCAL OPERATING IN KIND MATCH - SALARIES	TOTAL
Estimated Beginning Balance @ June 1, 2013:	\$ 11,500,000	\$ 4,956,502	\$ 1,335,000	\$ 725,000	\$ 665,841	\$ 12,840,000	\$ 10,000	\$ 32,032,343
Grant-Funded Projects								
MetroBase Project - FY11 Allocation Operations Bldg. (STIC, SAKATA, STA, PTMISEA)	\$ 316,607	\$ 4,956,502	\$ 1,335,000	\$ -	\$ -	\$ 11,010,047	\$ -	\$ 17,618,156
MetroBase Project - Operations Bldg. / Other (SLPP)	\$ 5,800,000							\$ 5,800,000
MetroBase Project - FY10 Allocation (PTMISEA)						\$ 863,917		\$ 863,917
State of Good Repair #2 - 4 Buses, 42 MDC's (FTA, RES. RET. EARN.)	\$ 3,391,010							\$ 3,391,010
2nd LNG Tank (MBUAPCD, PTMISEA)	\$ 3,345							\$ 969,381
Video Surveillance Project - CCTV (STATE-1B)					\$ 225,336	\$ 966,036		\$ 225,336
Land Mobile Radio Project - LMR (STATE-1B)					\$ 440,505			\$ 440,505
Bus Stop Improvements (STIP)	\$ 257,300							\$ 257,300
Non-Revenue Vehicle Replacement (MBUAPCD, STA)	\$ 100,717			\$ 20,500			\$ 10,000	\$ 131,217
Pacific Station/MetroCenter - Conceptual Design (FTA, STA)	\$ 620,904			\$ 11,604				\$ 632,508
Watsonville Transit Center - Conceptual Design (STA)				\$ 30,000				\$ 30,000
Subtotal	\$ 10,489,883	\$ 4,956,502	\$ 1,335,000	\$ 62,704	\$ 665,841	\$ 12,840,000	\$ 10,000	\$ 30,359,330
IT Projects								
Automated Purchasing System Software - Puridium (STA)				\$ 40,000				\$ 40,000
HR Software Upgrade - iVantage (STA)				\$ 10,000				\$ 10,000
Subtotal	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ 50,000
Facilities Repair & Improvements								
MetroCenter Repairs (RES. RET. EARN, STA)	\$ 260,000			\$ 40,000				\$ 300,000
Bus Stop Repairs / Improvements (RES. RET. EARN.)	\$ 163,000							\$ 163,000
WTC Renovations & Repairs (STA)				\$ 45,000				\$ 45,000
Repaint SVT (STA)				\$ 45,000				\$ 45,000
Heater(s) for Customer Service Booth - Pac Station (STA)				\$ 7,500				\$ 7,500
Interactive White Board - ParaCruz (STA)				\$ 3,500				\$ 3,500
Subtotal	\$ 423,000	\$ -	\$ -	\$ 141,000	\$ -	\$ -	\$ -	\$ 564,000

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL CAPITAL BUDGET 06/28/13**

PROJECT/ACTIVITY	NON-RESTRICTED - RESERVED RETAINED EARNINGS	PLEDGED - STA - SLPP BACKFILL (1)	RESTRICTED - SAKATA/LAW SUIT	RESTRICTED - STA	RESTRICTED - STATE BOND FUNDS (1B) (2)	RESTRICTED - FY09-11 PTMISEA (1B)	LOCAL OPERATING IN KIND MATCH - SALARIES	TOTAL
Revenue Vehicle Replacement								
Replace WiFi on Highway 17 buses (STA)	\$ -	\$ -	\$ -	\$ 165,000	\$ -	\$ -	\$ -	\$ 165,000
Subtotal	\$ -	\$ -	\$ -	\$ 165,000	\$ -	\$ -	\$ -	\$ 165,000
Non-Revenue Vehicle Replacement								
N Replace 3 Relief Vehicles (STA)				\$ 66,000				\$ 66,000
N Replace Supervisor Vehicle-SUV (STA)				\$ 50,000				\$ 50,000
Replace Supervisor Vehicle-SUV (STA)				\$ 40,000				\$ 40,000
Subtotal	\$ -	\$ -	\$ -	\$ 156,000	\$ -	\$ -	\$ -	\$ 156,000
Fleet & Maint Equipment								
Small Vehicle Lift - Fleet (STA)				\$ 25,000				\$ 25,000
Vehicle Diagnostic Code Scanner Program & PC - PC (STA)				\$ 3,500				\$ 3,500
N Torque Wrench Calibration Tool (STA)				\$ 3,000				\$ 3,000
Subtotal	\$ -	\$ -	\$ -	\$ 31,500	\$ -	\$ -	\$ -	\$ 31,500
Office Equipment								
N Replace two (2) Photocopier / Scanners (STA)				\$ 52,000				\$ 52,000
Subtotal	\$ -	\$ -	\$ -	\$ 52,000	\$ -	\$ -	\$ -	\$ 52,000
Misc.								
Ticket Vending Machine (1) (STA)				\$ 36,000				\$ 36,000
Subtotal	\$ -	\$ -	\$ -	\$ 36,000	\$ -	\$ -	\$ -	\$ 36,000
TOTAL CAPITAL PROJECTS	\$ 10,912,883	\$ 4,956,502	\$ 1,335,000	\$ 693,604	\$ 665,841	\$ 12,840,000	\$ 10,000	\$ 31,413,830
Estimated Ending Balance @ June 30, 2014:	\$ 587,117	\$ 1,734,776 (3)	\$ -	\$ 31,396	\$ -	\$ 4,494,000 (3)	\$ -	\$ 6,847,289
N = New project for FY14								

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 FINAL CAPITAL BUDGET 06/28/13**

PROJECT/ACTIVITY	NON-RESERVED RETAINED EARNINGS	PLEDGED - STA - SLPP BACKFILL (1)	RESTRICTED - SAKATALAW SUIT	RESTRICTED - STA	RESTRICTED - STATE BOND FUNDS (1B) (2)	RESTRICTED - FY09-11 PTMISEA (1B)	LOCAL OPERATING IN KIND MATCH - SALARIES	TOTAL
CAPITAL PROGRAM FUNDING								
PTMISEA (1B)						\$ 12,840,000		\$ 12,840,000
State Transit Assistance (STA)		\$ 4,956,502		\$ 693,604				\$ 5,650,106
Sakata / Lawsuit Proceeds			\$ 1,335,000					\$ 1,335,000
State Security Bond Funds (1B)					\$ 665,841			\$ 665,841
State-Local Partnership program (SLPP)	\$ 5,800,000 (4)							\$ 5,800,000
Federal Grants (FTA)	\$ 3,637,151 (4)							\$ 3,637,151
Statewide Transportation Improvement Program (STIP)	\$ 257,300 (4)							\$ 257,300
Monterey Bay Unified Air Pollution Control Dist (MBUAPCD)	\$ 104,062 (4)							\$ 104,062
Reserved Retained Earnings	\$ 1,114,370						\$ 10,000	\$ 1,114,370
Local Operating Match							\$ 10,000	\$ 10,000
TOTAL CAPITAL FUNDING BY FUNDING SOURCE	\$ 10,912,883	\$ 4,956,502	\$ 1,335,000	\$ 693,604	\$ 665,841	\$ 12,840,000	\$ 10,000	\$ 31,413,830
Non-Restricted Funds	\$ 1,114,370							\$ 1,114,370
Restricted Funds	\$ 9,798,513 (4)	\$ 4,956,502	\$ 1,335,000	\$ 693,604	\$ 665,841	\$ 12,840,000		\$ 30,289,460
Local Operating Match - provided by Salaries							\$ 10,000	\$ 10,000
TOTAL CAPITAL FUNDING	\$ 10,912,883	\$ 4,956,502	\$ 1,335,000	\$ 693,604	\$ 665,841	\$ 12,840,000	\$ 10,000	\$ 31,413,830
(1) Actual amount of STA funds received through 5/1/13								
(2) Original PTMISEA (1B) Program Allocation Request:						\$ 26,262,877		
FY08 PTMISEA Allocation Received						\$ 4,404,019		
FY09 PTMISEA Allocation Received						\$ 2,480,910		
FY10 PTMISEA Allocation Received						\$ 2,491,923		
FY11 PTMISEA Allocation Received						\$ 11,010,047		
Subtotal PTMISEA Cash Receipts thru 2/10/12						\$ 20,386,899		
Unpaid balance of remaining PTMISEA funds requested						\$ 5,875,978		
(3) Not all Metrolbase Project PTMISEA and STA funds shown will be spent in FY14 due to construction in progress payments due on the Operations facility; 65% of the funds budgeted are projected to be spent by 6/30/2014								
(4) Funds to be reimbursed at a later date	\$ 9,798,513							

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT				
FY14 FINAL UNFUNDED CAPITAL NEEDS LIST				
	2013	2014		TOTAL
PROJECT/ACTIVITY				
Revenue Vehicles				
Replace (20) Diesel Buses	\$ 5,000,000	\$ 5,000,000		\$ 10,000,000
Signal Priority/Pre-emption for Buses		\$ 2,000,000		\$ 2,000,000
Replace (5) 1989 New Flyer Highway 17 Buses	\$ 2,375,000			\$ 2,375,000
Automated Vehicle Locator (AVL) /Automated Passenger Count (APC)	\$ 4,500,000			\$ 4,500,000
Replace (6) Paratransit Vans-(5 2003 Goshens/1 2006 Aerotech)	\$ 300,000	\$ 60,000		\$ 360,000
Subtotal	\$ 12,175,000	\$ 7,060,000		\$ 19,235,000
Facilities				
Pacific Station Renovation		\$ 12,000,000		\$ 12,000,000
Subtotal	\$ -	\$ 12,000,000		\$ 12,000,000
Facilities Repair & Improvements , etc.				
MetroCenter Skylight Remodel	\$ 250,000			\$ 250,000
Repairs & Improvements-Routine Replacements	\$ 150,000	\$ 150,000		\$ 300,000
MetroCenter Public Restroom Remodel	\$ 150,000			\$ 150,000
METRO Transit Center, Clock Refurbishment - to Digital		\$ 120,000		\$ 120,000
Computer Kiosks - MC		\$ 110,000		\$ 110,000
Electronic LED Message Boards (3) - MC		\$ 85,000		\$ 85,000
MetroCenter Sidewalk Repair	\$ 75,000			\$ 75,000
Repair Sidewalks, Bus Lanes, Slurry Parking Lots, etc.	\$ 25,000	\$ 25,000		\$ 50,000
ParaCruz Office Furniture Replacement		\$ 12,000		\$ 12,000
Replace Lounge Furniture - various METRO Locations		\$ 2,000		\$ 2,000
Subtotal	\$ 650,000	\$ 504,000		\$ 1,154,000

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT				
FY14 FINAL UNFUNDED CAPITAL NEEDS LIST				
	2013	2014		TOTAL
PROJECT/ACTIVITY				
<u>Non-Revenue Vehicle Replacement</u>				
Replace (15) Staff Cars - w/ Honda CNG	\$ 240,000	\$ 210,000		\$ 450,000
Replace (4) Pickups	\$ 150,000	\$ 150,000		\$ 300,000
Replace (6) Vans	\$ 96,000	\$ 96,000		\$ 192,000
Replace (4) Ford Explorers	\$ 64,000	\$ 64,000		\$ 128,000
Replace (1) Facility F250 Service Body Trucks	\$ -	\$ 40,000		\$ 40,000
Replace (1) F350 Flat Bed	\$ 37,000	\$ -		\$ 37,000
Replace (1) Escape Hybrid	\$ -	\$ 28,000		\$ 28,000
Subtotal	\$ 587,000	\$ 588,000		\$ 1,175,000
<u>Fleet & Facilities Maintenance Equipment</u>				
Routine Replacements	\$ 50,000	\$ 50,000		\$ 100,000
Tooling & Toolboxes (Road Response) - PC	\$ 10,000			\$ 10,000
Replace TIG Welder - Fleet	\$ 6,000			\$ 6,000
Replace ARC Welder - Fac. Maint.	\$ 1,300			\$ 1,300
Subtotal	\$ 67,300	\$ 50,000		\$ 117,300
<u>IT</u>				
Replace Accounting Software	\$ -	\$ 100,000		\$ 100,000
Routine Hardware Replacements (Servers, Printers, Laptops, Monitors, etc.)	\$ 50,000	\$ 50,000		\$ 100,000
Upgrade Databases - IT	\$ 30,000	\$ -		\$ 30,000
Server Virtualization Project - IT	\$ 23,000			\$ 23,000
Subtotal	\$ 103,000	\$ 150,000		\$ 253,000
<u>MISC</u>				
None	\$ -			\$ -
	\$ -	\$ -		\$ -
TOTAL FY13 & FY14 UNFUNDED CAPITAL NEEDS LIST	\$ 13,582,300	\$ 20,352,000		\$ 33,934,300

IV. ADDITIONAL INFORMATION

BOARD MEMBER TRAVEL

FY14

American Public Transportation Association (APTA) Meetings

Legislative Conference
March 2014
Washington, DC
Two Board Members

Annual Conference
September - October 2013
Chicago, IL
Two Board Members

California Transit Association (CTA) Meetings

Annual Meeting
Anaheim, CA
One Board Member

Additional Travel

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

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

EMPLOYEE INCENTIVE PROGRAM
FY14

EVENT/ACTIVITY	# EMP	RATE	FY14 Final	DEPT/ACCOUNT
District Service Awards			\$ 9,342	1100-509101
Certificates of Commendation			\$ -	1100-509101
Wall of Fame Frames			\$ 658	1100-509101
Safe Driver Pins and Certificates			\$ 3,500	3300-509101
Employee Incentive Program			\$ -	1100-509101
Departmental Programs				
<u>Administrative Facility (110 Vernon)</u>				
Employee Recognition/Appreciation Events		\$ -	\$ -	1200-509101
<u>Customer Service (Metro Center)</u>				
Employee Recognition/Appreciation Events		\$ -	\$ -	1300-509101
<u>Facilities Maintenance</u>				
Employee Recognition/Appreciation Events		\$ -	\$ -	2200-509101
<u>ParaCruz</u>				
Employee Recognition/Appreciation Events		\$ -	\$ -	3100-509101
<u>Operations</u>				
Employee Recognition/Appreciation Events and Shift Bid Refreshments		\$ -	\$ -	3200-509101
<u>Fleet Maintenance</u>				
Employee Recognition/Appreciation Events and Shift Bid Refreshments		\$ -	\$ -	4100-509101
TOTALS			\$ 13,500	



SANTA CRUZ **METRO**