

Santa Cruz Metropolitan Transit District

FY14

REVISED BUDGET



ADOPTED FEBRUARY 14, 2014



SANTA CRUZ **METRO**

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

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I. TOTAL BUDGET OVERVIEW



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

FY14

REVISED BUDGET

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

Karina Cervantez
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 02/14/14

***SANTA CRUZ METROPOLITAN TRANSIT
DISTRICT***

FY14

REVISED BUDGET

Board Officers and Appointments

Chair

Dene Bustichi

Vice Chair

Lynn Robinson

SCCRTC Representatives

Daniel Dodge

Dene Bustichi

Lynn Robinson

SCCRTC Alternates (in order)

Ron Graves

Hilary Bryant

Karina Cervantez

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

FY14

REVISED BUDGET

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	<i>Vacant</i>
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
Security and Risk Administrator	Liseth Guizar

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

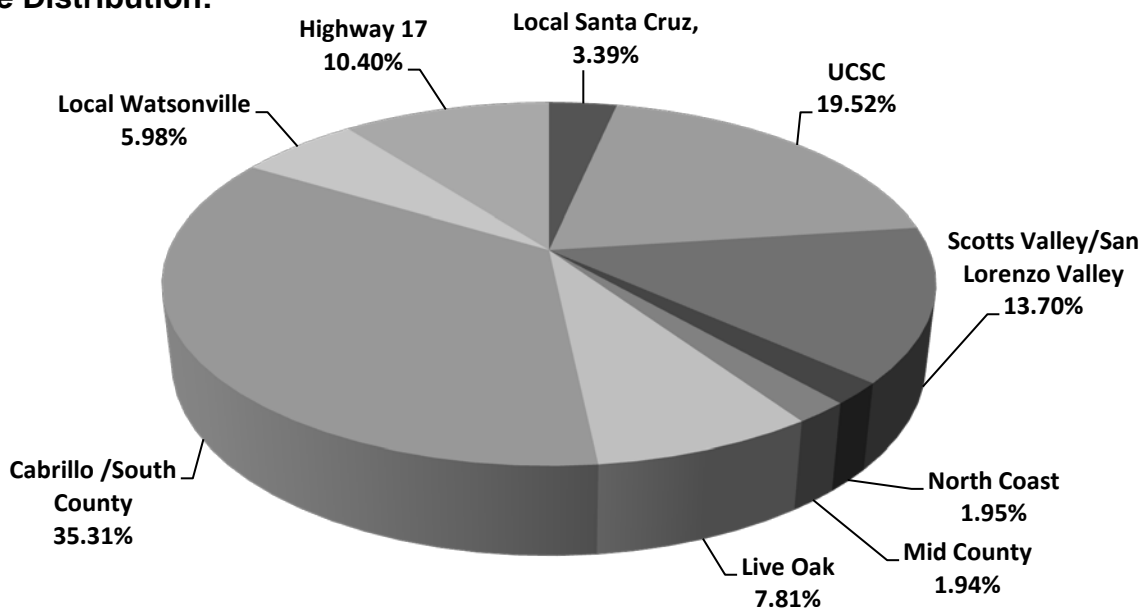
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Ridership Performance by Service Area - FY12

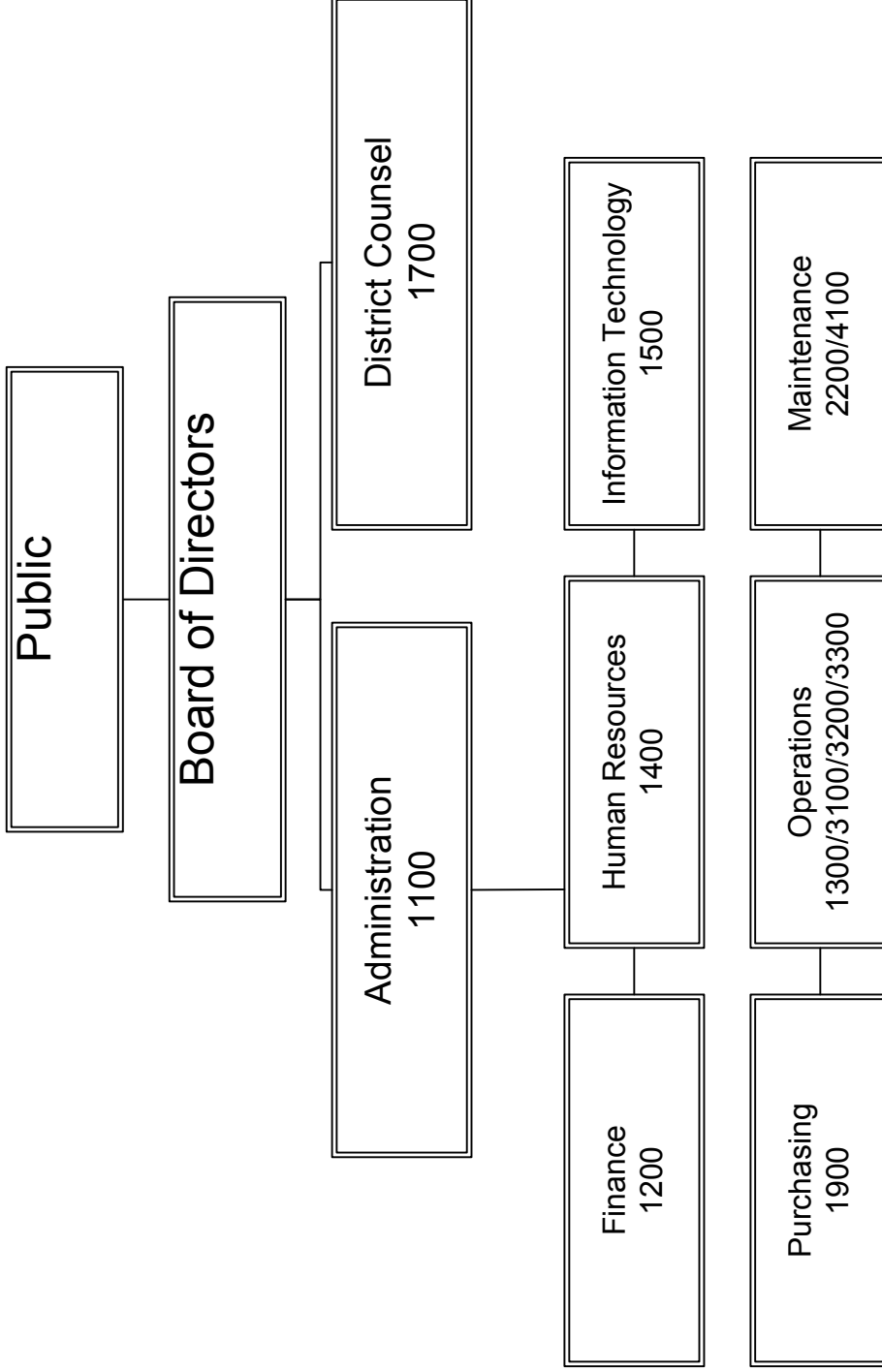
as of 06/30/2012

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

Department	Authorized		Funded	
	FY 14 Final	FY 14 Revised	FY 14 Final	FY 14 Revised
Administration - 1100	12.00	12.00	9.50	9.50
Finance - 1200	9.50	9.50	7.00	7.00
Customer Service - 1300	10.25	10.25	6.00	6.00
Human Resources - 1400	6.00	6.00	5.00	5.00
Information Technology - 1500	6.00	6.00	5.00	5.00
District Counsel - 1700	4.00	5.00	4.00	4.00
Purchasing - 1900	7.00	7.00	7.00	7.00
Facilities Maintenance - 2200	19.00	19.00	14.00	14.00
Paratransit - 3100	61.00	61.00	54.00	54.00
Operations - 3200	22.00	22.00	18.00	18.00
Bus Operators - 3300	182.00	182.00	164.00	164.00
Fleet Maintenance - 4100	57.00	57.00	41.00	41.00
Total Full-Time Equivalents (FTEs)	395.75	396.75	334.50	334.50

FY14 REVISED 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 Revised **Operating Budget** totals \$45,253,322. The FY14 Revised **Capital Budget** totals \$26,770,626.

Major variances in **Operating Revenue** in the FY14 Revised Budget from the FY14 Final Budget include:

- Increase in Passenger Fares, Special Transit Fares, and Highway 17 Payments, 3.3%, 7.6%, and 82.2%, respectively
- Decrease in Advertising Income and Interest Income, 9.4% and 25%, respectively
- 2.4% increase in Sales Tax
- Increase in AMBAG/CTC/Misc. Grant Funding
- Increase in STA – Operating (Current Year)
- Decrease in Fuel Tax Credit
- Increase in Carryover from Previous Years
- Decrease in Transfer (to)/from Operating Reserves

Major variances in **Operating Expenses** in the FY14 Revised Budget from the FY14 Final Budget include:

- Decrease in anticipated Labor and Fringe Benefits costs, 0.8%
- 5.1% increase in Services
- 13.3% increase in Mobile Materials & Supplies
- 9% increase in Other Materials & Supplies
- 12% increase in Utilities
- 18.7% decrease in Leases & Rentals

FY14 Revised Budget Highlights (con't)

The **FY14 Revised Operating Budget's** Total Revenue is \$45,253,322, which is an increase of 0.7 % from the FY14 Final Operating Budget. Variances in Total Revenue between the FY14 Revised Budget and the FY14 Final Operating Budget are depicted below:

- **Fare Revenue** accounts have been projected based on actual revenue data for the first three months of the fiscal year, as well as regression models employing time as the single independent variable and expressing and forecasting annual fare revenue as a function of time. The regression models are built using actual revenue information from nine to four prior fiscal years.
 - **Passenger Fares** is projected to increase by 3.3% or approximately \$132K. As of October 31, 2013, Passenger Fares is 1% or \$9K over budget. According to the quadratic model, built for passenger fares for the last nine years, the trend is likely to continue and accelerate in the future.
 - **Special Transit Fares** is projected to increase by 7.6% or approximately \$234K. As of October 31, 2013, Special Transit Fares is 10% or \$72K over budget. The increase in collected revenue is consistent with the increase in UCSC ridership, 4.79% over last fiscal year, as of December 31, 2013. Similarly, the adjusted monthly model for the last four years suggests an increase in Special Transit Fares, as well.
 - **Paratransit Fares** is projected to increase by 10% or approximately \$29K. The suggested increase is consistent with collected revenue and ridership data for the first quarter of the fiscal year, as well as with the finding of the quadratic regression model for the past nine years.
 - **Highway 17 Fares** is projected to decrease slightly by 1.2% or approximately \$20K. As of October 31, 2013, Highway 17 Fares is 10% or \$57K under budget. More moderate decrease in Highway 17 Fares for FY14 is suggested due to the projections of the linear regression model, built for the last nine years, coupled with the recent ridership data showing an increase of 7.66% year-over-year, as of December 31, 2013.
 - **Highway 17 Payments** is projected to increase by 82.2% or approximately \$199K primarily due to an increase in billable hours for Highway 17 service on weekends.
- **Advertising Income** is projected to decrease by 9.4 % or \$25K due to less advertising than expected for the first few months of the fiscal year.
- **Interest Income** is projected to decrease by 25% or \$25K due to reduced cash balance at the Treasury.
- **Sales Tax** is projected to increase by 2.4% or approximately \$425K based on actual receipts for the first seven months of the fiscal year exceeding budget projections and last year actual receipts by 2.1% and 7.3%, respectively. The projected increase in Sales Tax is also consistent with the forecast from the monthly regression model built with data for the last four fiscal years and updated quarterly.
- **AMBAG/CTC/Misc. Grant Funding** is projected to increase approximately \$49K due to the receipt of funds for Santa Cruz METRO staff time to develop a passenger rail study: \$9K (from a grant awarded to the Regional Transportation Commission), as well as the AMBAG FY14 FTA 5304 Transit Planning Student Internship funds: \$40K.
- **STA – Operating (Current Year)** is projected to increase approximately \$2.8M due to staff's recommendation to revise the order of using funds to balance operating budgets,

FY14 Revised Budget Highlights (con't)

and use STA funds from the current year, when available, after STIC and before Carryover from Previous Years and Transfers (to)/from Reserves in order to abide by the Generally Accepted Accounting Principles (GAAP) and fund current year expenditures with current year revenues first.

- **Fuel Tax Credit** is projected to decrease by 50% or \$270K as this incentive expired December 31, 2013.
- **Carryover from Previous Years** is projected to increase by 100% due to available funds from previous years.
- **Transfers (to)/from Operating Reserves** is projected to decrease by 76.7% or approximately \$3.5M due to the projected increase in operating revenue sources, discussed above; primarily the use of STA – Operating (Current Year) funds before Carryover from Previous Years and Transfers (to)/from Operating Reserves to bridge the budget gap.

The **FY14 Revised Operating Budget's** Total Expenses are estimated at \$45,253,322, which is an increase of 0.7% from the FY14 Final Operating Budget. Variances in Total Expenses between the FY14 Revised Operating Budget and the FY14 Final Operating Budget are depicted below:

- **Personnel Expenses (Labor and Fringe Benefits)** are projected to decrease overall by 0.8% or approximately \$313K primarily due to the following:
 - Budget savings achieved when retired employees that were on the high end of the pay scale, due to seniority, have been replaced by new employees hired at the low end of the pay scale.
 - Updated insurance premium rates and coverage, which resulted in additional budget savings due to lower than anticipated increase in Medical, Dental, Vision, Life, State Disability, Long Term Disability, and State Unemployment insurance premium rates. Insurance premium rates were projected to increase by 3%, effective January 2014, except for Medical insurance premiums, where the increase was projected at 8% due to historical trends and market conditions, but the actual increases in premium rates were lower.

Additional budget revisions to Labor and Fringe Benefits include the following:

- Added costs for a planning intern in Administration due to the receipt of an internship funding from AMBAG (FTA 5304 Transit Planning Student Internship funding).
- Projected increase in overtime costs in Administration due to shortages in staff (due to vacant positions and employees on extended leave of absence).
- Increase in Worker's Compensation Premium (from CSAC) due to increased estimate for FY14 (original estimate was based on projected payroll cost for prior fiscal year, FY13, but actual payroll was higher than originally estimated).
- Increase in Labor and Fringe Benefits resulting from updated pay rates and benefits due to position reclassifications that occurred after June 2013 and therefore were not captured in the FY14 Final Budget, adopted in June 2013.

FY14 Revised Budget Highlights (con't)

- **Non - Personnel Expenses** are projected to increase overall by 7.5% or approximately \$622K due to the following:
 - **Services** are anticipated to increase by 5.1% or approximately \$132K primarily due to increases in Legal Services (funds added due to recent bus accidents) and Security Services.
 - **Mobile Materials & Supplies** are anticipated to increase by 13.3% or \$435K due to increases in Fuels & Lubricants – Rev Veh (service enhancements and higher than anticipated fuel prices for the first half of the fiscal year), Tires & Tubes (currently restocking inventory and purchases of tires for 27 vans going out of warranty), and Rev. Vehicle Parts (adding more in-house repairs, restocking inventory, as well as vans and buses going out of warranty).
 - **Other Materials & Supplies** are anticipated to increase by 9% or approximately \$33K primarily due to an increase in Repair/Maint Supplies (kiosk repairs not previously budgeted).
 - **Utilities** are anticipated to increase by 12% or approximately \$64K due to increase in Gas & Electric (higher than anticipated costs for 115 Dubois) and Water & Garbage (increase in rates and higher than anticipated costs for 115 Dubois).
 - **Leases & Rentals** are anticipated to decrease by 18.7% or \$48K due to a decrease in Facility Lease (reclass of lease expenses for 115 Dubois to the MetroBase project).

Significant departmental changes between the FY14 Revised Operating Budget and the FY14 Final Operating Budget include:

- 3.3% or approximately \$60K increase in **Administration** primarily due to added costs for a planning intern and increased overtime costs in the department.
- 6.3% or approximately \$123K decrease in **Finance** due to the transfer of funds for Insurance - Property and Insurance - PL/PD to **Paracruz** due to regulatory reporting requirements.
- 5.2% or approximately \$30K increase in **District Counsel** due to the transfer of funds from **Risk Management** to Legal Services for the MetroBase Construction project.
- 20% or \$50K increase in **Risk Management** due to an increase in Legal Services (funds added due to recent bus accidents).
- 3.3% or approximately \$24K increase in **Purchasing** due to the transfer of anticipated costs resulting from the transfer of the Parts to Purchasing at the beginning of FY14.
- 2.2% or approximately \$58K increase in **Facilities Maintenance** primarily due to the increase in Gas & Electric and Water & Garbage due to higher than anticipated expenses for 115 Dubois, as well as in Repair/Maint Supplies for kiosk repairs.
- 1.2% or approximately \$205K decrease in **Bus Operators** due to budget savings achieved when retired employees that were on the high end of the pay scale, due to seniority, have been replaced by new employees hired at the low end of the pay scale.
- 5.8% or approximately \$449K increase in **Fleet Maintenance** primarily due to increases in Fuels & Lubricants – Rev Veh (service enhancements and higher than anticipated fuel prices for the first half of the fiscal year), Tires & Tubes (currently restocking inventory

FY14 Revised Budget Highlights (con't)

and purchases of tires for 27 vans going out of warranty), and Rev. Vehicle Parts (adding more in-house repairs, restocking inventory, as well as vans and buses going out of warranty).

The **FY14 Revised Capital Budget** totals \$26,770,626, which is a decrease of \$4,068,716 from the FY14 Final Capital Budget, adopted in June 2013.

The **FY14 Revised Operating Budget** is \$45,253,322, which is an increase of approximately \$310K or 0.7% from the FY14 Final Budget. The FY14 Revised 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 FY14 Revised Operating Budget is a balanced budget with the use of funds from the Operating and Capital Reserves account. However, the FY14 Revised 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 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 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.

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 the future.

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

Resolution No. 14-02-01
On the Motion of Director Leopold
Duly Seconded by Director Graves
The following Resolution is adopted:

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

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

NOW, THEREFORE, BE IT RESOLVED, the budgets are hereby amended per the attached Attachment B – C.

PASSED AND ADOPTED this 14th day of February 2014, by the following vote:

AYES: Directors – Bryant, Cervantez, Dodge, Friend, Graves, Lane, Leopold, McPherson and Robinson

NOES: None


ABSENT: Directors – Bustichi and Hinkle

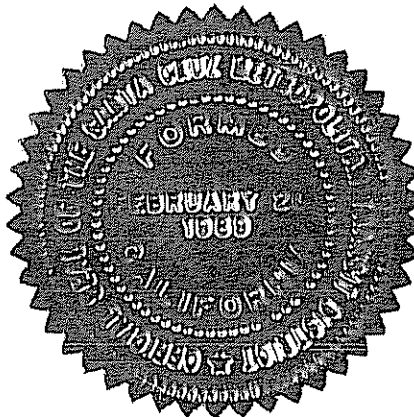
ABSTAIN: None

Approved 
LYNN ROBINSON
Board Vice Chair

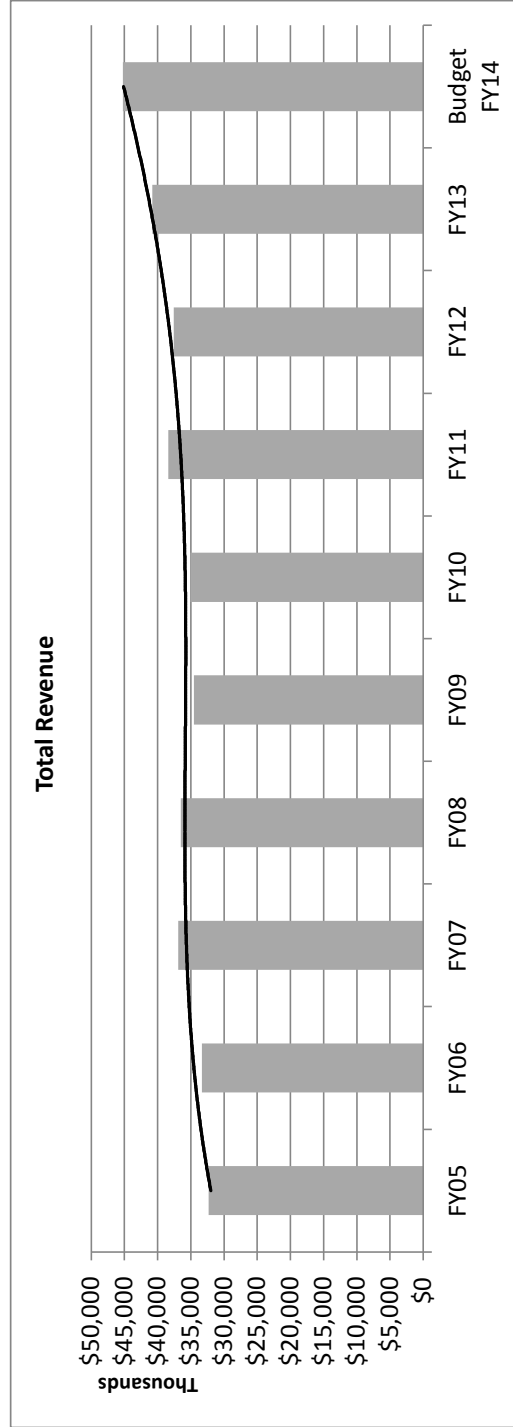
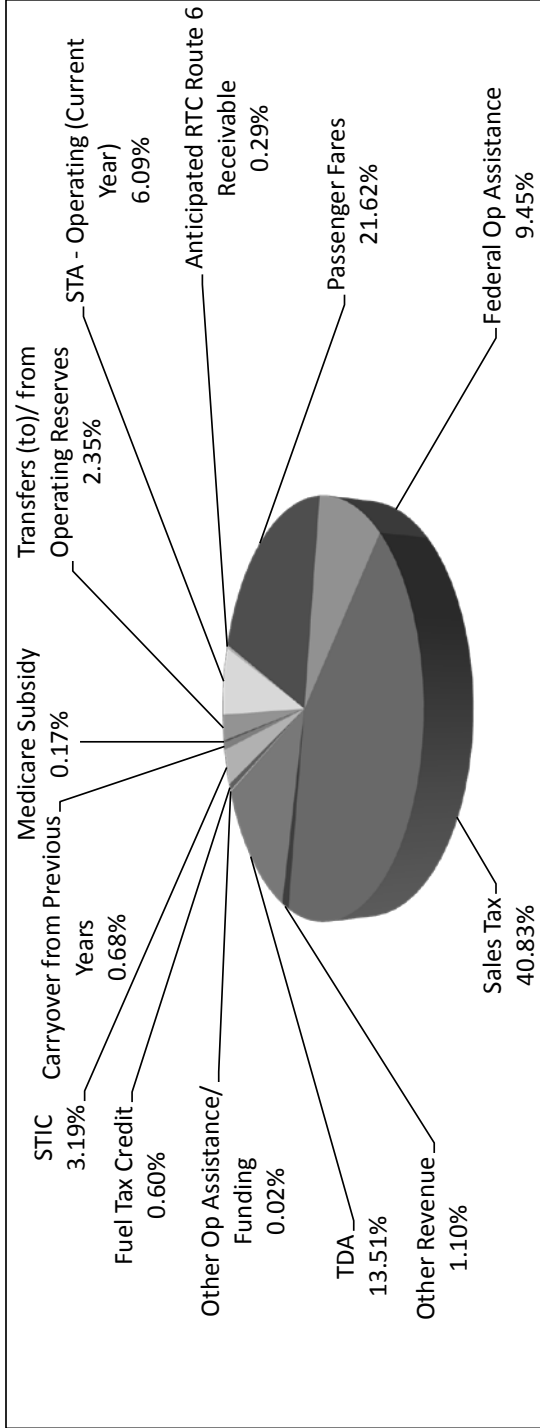
ATTEST 
LESLIE R. WHITE
General Manager

APPROVED AS TO FORM:


LESLYN SYREN
District Counsel



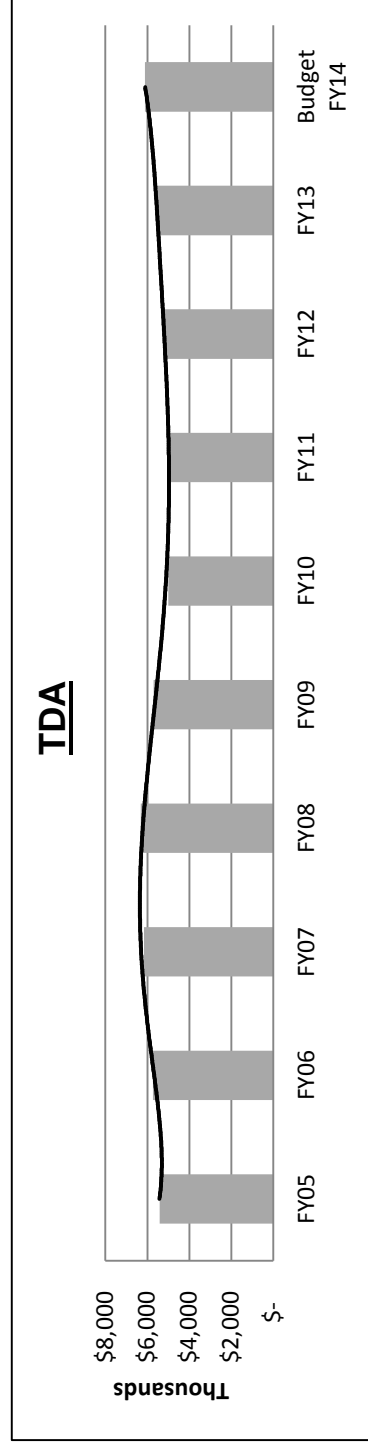
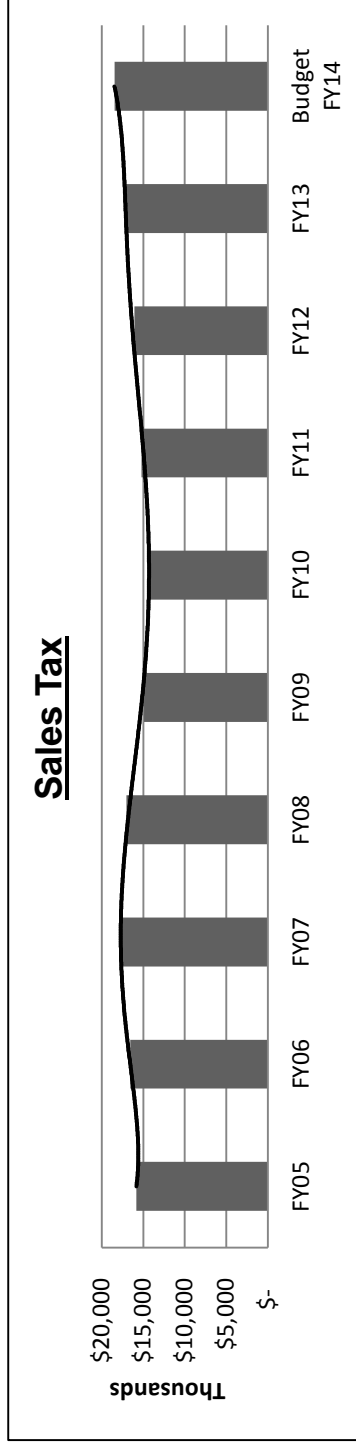
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY14 REVISED OPERATING BUDGET REVENUE SOURCES



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

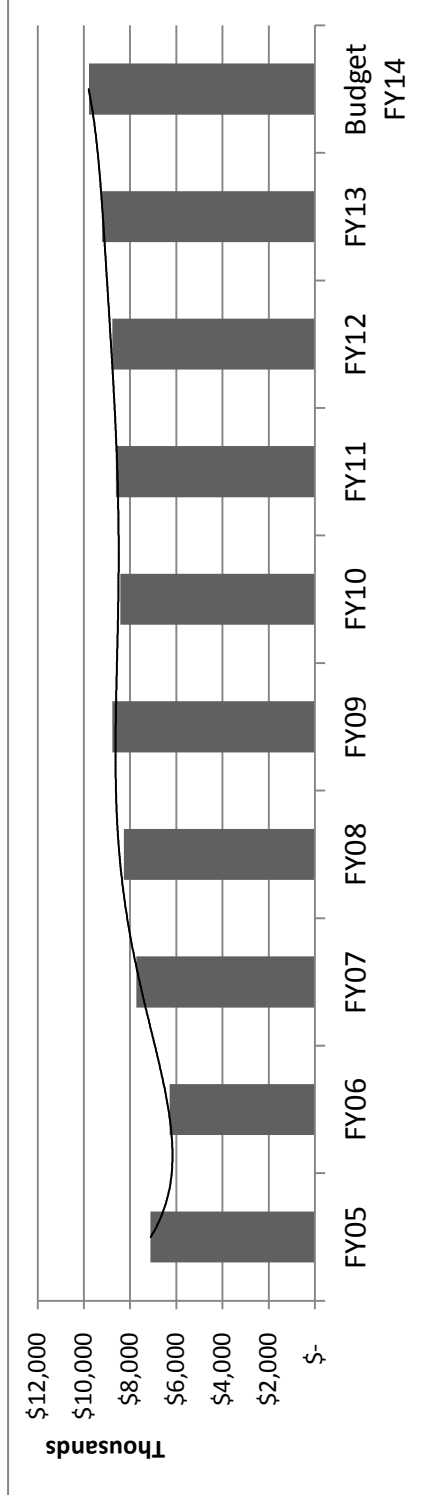
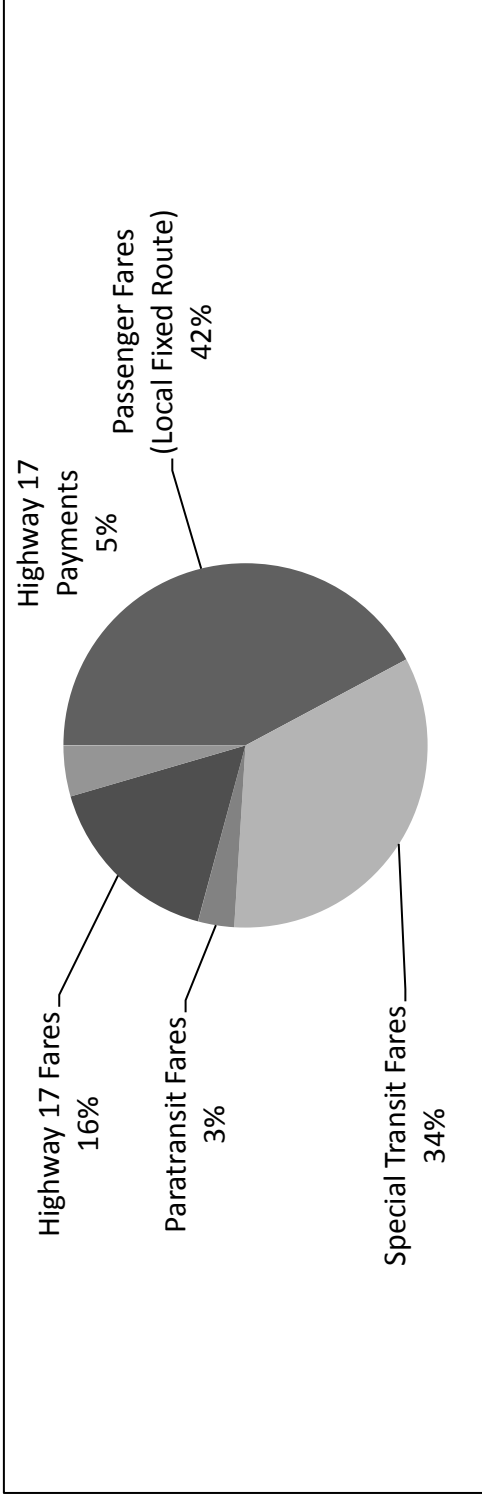
Sales Tax and TDA

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 REVISED OPERATING BUDGET
 REVENUE SOURCES**

Passenger Fares

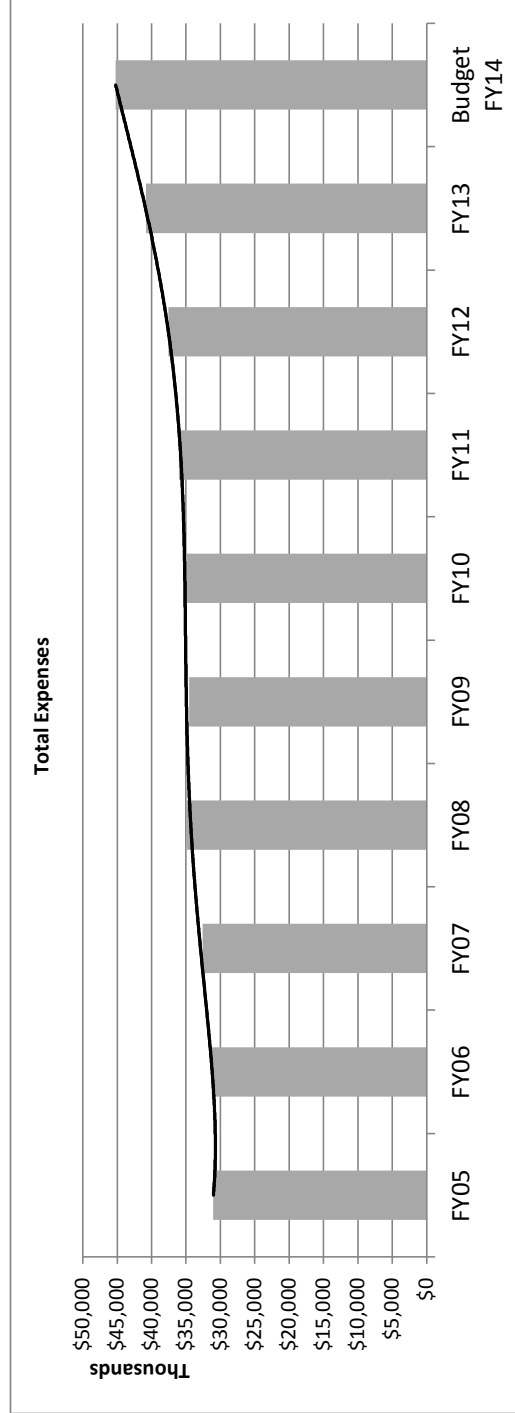
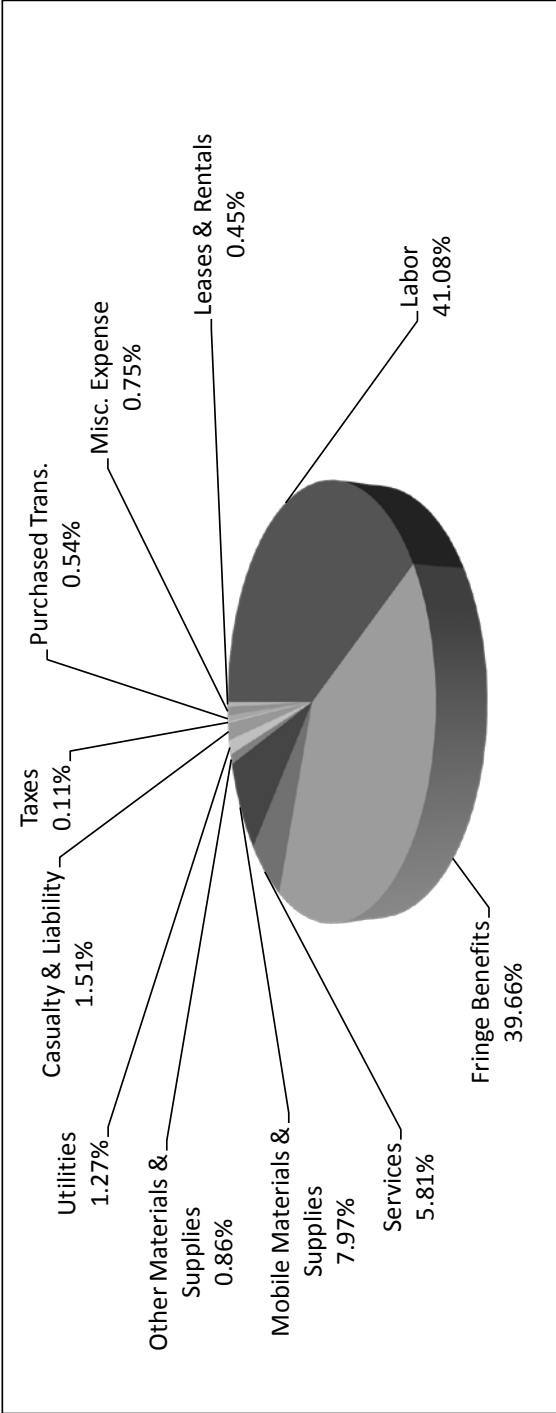


**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 REVISED OPERATING BUDGET
REVENUE SOURCES**

REVENUE SOURCE	FINAL	REVISED	% CHANGE		\$ CHANGE	
	BUDGET FY14	BUDGET FY14	FINAL BUDG FY14	REV BUDG FY14	FINAL BUDG FY14	REV BUDG FY14
1 Passenger Fares	3,994,304	4,126,659		3.3%	\$	132,355
2 Special Transit Fares	3,074,664	3,308,391		7.6%	\$	233,727
3 Paratransit Fares	285,786	314,364		10.0%	\$	28,578
4 Highway 17 Fares	1,612,042	1,592,430		-1.2%	\$	(19,612)
5 Highway 17 Payments	242,646	442,000		82.2%	\$	199,354
6 Commissions	5,600	5,600		0.0%	\$	-
7 Advertising Income	265,225	240,225		-9.4%	\$	(25,000)
8 Rent Income	160,935	160,935		0.0%	\$	0
9 Interest Income	100,000	75,000		-25.0%	\$	(25,000)
10 Other Non-Transp Revenue	18,000	18,000		0.0%	\$	-
11 Sales Tax (1/2 cent)	18,050,076	18,474,890		2.4%	\$	424,814
12 SLPP Backfill for Metro Base	(2,800,000)	(2,800,000)		0.0%	\$	-
13 Transp Dev Act (TDA) Funds	6,104,531	6,114,316		0.2%	\$	9,785
14* FTA Sec 5307 - Op Assistance	4,068,224	4,068,224		0.0%	\$	-
15 Prop 84 - TOD	-	-		0.0%	\$	-
16 FTA Sec 5311 - Rural Op Asst	207,574	207,574		0.0%	\$	-
17 AMBAG/CTC/Misc. Grant Funding	10,000	59,281		492.8%	\$	49,281
18 STIC	1,443,685	1,443,685		0.0%	\$	-
19 STA - SLPP Backfill for Metro Base	2,800,000	2,800,000		0.0%	\$	-
20 STA - Operating (Current Year)	-	2,754,365		100.0%	\$	2,754,365
21 Fuel Tax Credit	540,000	270,000		-50.0%	\$	(270,000)
22 Carryover from Previous Years	-	309,859		100.0%	\$	309,859
23 Medicare Subsidy	75,000	75,000		0.0%	\$	-
24 Transfer (to)/from Operating Reserves	4,554,935	1,062,525		-76.7%	\$	(3,492,410)
25 Anticipated RTC Route 6 Receivable	130,000	130,000		0.0%	\$	-
TOTAL REVENUE	44,943,226	45,253,322		0.7%	\$	310,096

* FTA funding is used solely to fund labor expense

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



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

Consolidated Expenses

ACCOUNT	FINAL	REVISED	% CHANGE	\$ CHANGE
	BUDGET FY14	BUDGET FY14	FINAL BUDG FY14 REV BUDG FY14	FINAL BUDG FY14 REV BUDG FY14
LABOR				
501011 Bus Operator Pay	9,194,934	9,069,147	-1.4%	(125,787)
501013 Bus Operator OT	2,081,174	2,050,601	-1.5%	(30,573)
501021 Other Salaries	7,481,519	7,521,718	0.5%	40,198
501023 Other OT	450,448	460,869	2.3%	10,421
Totals	19,208,075	19,102,334	-0.6%	(105,741)
FRINGE BENEFITS				
502011 Medicare/Soc. Sec.	332,669	330,825	-0.6%	(1,843)
502021 Retirement	3,869,305	3,844,367	-0.6%	(24,938)
502031 Medical Ins	8,096,722	7,980,488	-1.4%	(116,234)
502041 Dental Ins	561,089	535,022	-4.6%	(26,067)
502045 Vision Ins	140,218	132,991	-5.2%	(7,227)
502051 Life Ins/AD&D	49,571	46,993	-5.2%	(2,578)
502060 State Disability Ins (SDI)	228,647	220,290	-3.7%	(8,357)
502061 Long Term Disability Ins	148,069	141,432	-4.5%	(6,636)
502071 State Unemployment Ins (SUI)	95,939	78,638	-18.0%	(17,300)
502081 Worker's Comp Ins	1,300,000	1,325,000	1.9%	25,000
502101 Holiday Pay	615,250	610,201	-0.8%	(5,048)
502103 Floating Holiday	81,746	83,737	2.4%	1,992
502109 Sick Leave	973,367	966,051	-0.8%	(7,316)
502111 Annual Leave	1,920,055	1,910,272	-0.5%	(9,783)
502121 Other Paid Absence	144,137	142,954	-0.8%	(1,183)
502251 Phys. Exams	14,110	14,110	0.0%	-
502253 Driver Lic Renewal	4,656	4,656	0.0%	-
502999 Other Fringe Benefits	75,014	75,654	0.9%	640
Totals	18,650,563	18,443,683	-1.1%	(206,880)

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

Consolidated Expenses

ACCOUNT	FINAL	REVISED	% CHANGE	\$ CHANGE
	BUDGET FY14	BUDGET FY14	FINAL BUDG FY14 REV BUDG FY14	FINAL BUDG FY14 REV BUDG FY14
SERVICES				
503011 Accting/Audit Fees	80,250	80,250	0.0%	-
503012 Admin/Bank Fees	330,050	330,050	0.0%	-
503031 Prof/Technical Fees	398,604	398,604	0.0%	-
503032 Legislative Services	105,000	105,000	0.0%	-
503033 Legal Services	55,000	125,000	127.3%	70,000
503034 Pre-Employment Exams	10,475	10,475	0.0%	-
503041 Temp Help	-	-	0.0%	-
503161 Custodial Services	76,500	76,500	0.0%	-
503162 Uniforms/Laundry	21,200	23,700	11.8%	2,500
503171 Security Services	469,272	534,272	13.9%	65,000
503221 Classified/Legal Ads	16,100	16,100	0.0%	-
503222 Legal Ads	-	-	0.0%	-
503225 Graphic Services	5,000	5,000	0.0%	-
503351 Repair - Bldg & Impr	68,000	58,000	-14.7%	(10,000)
503352 Repair - Equipment	527,945	527,945	0.0%	-
503353 Repair - Rev Vehicle	350,000	354,000	1.1%	4,000
503354 Repair - Non Rev Vehicle	17,000	17,000	0.0%	-
503363 Haz Mat Disposal	41,000	41,000	0.0%	-
Totals	2,571,396	2,702,896	5.1%	131,500
MOBILE MATERIALS & SUPPLIES				
504011 Fuels & Lubricants - Non Rev Veh	88,100	88,100	0.0%	-
504012 Fuels & Lubricants - Rev Veh	2,333,076	2,448,076	4.9%	115,000
504021 Tires & Tubes	205,000	245,000	19.5%	40,000
504161 Other Mobile Supplies	-	-	0.0%	-
504191 Rev Vehicle Parts	644,017	924,017	43.5%	280,000
Totals	3,270,193	3,705,193	13.3%	435,000

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

Consolidated Expenses

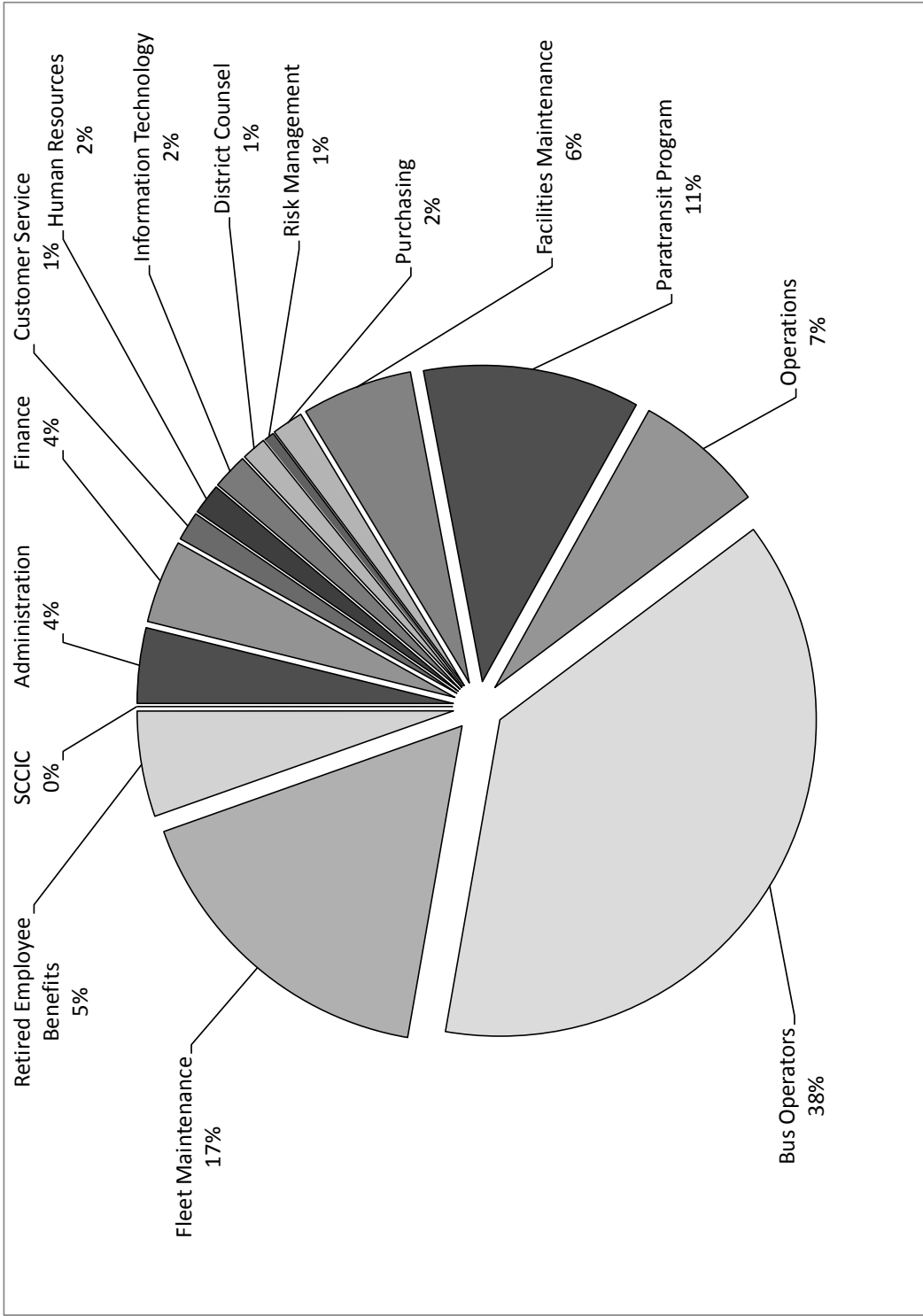
ACCOUNT	FINAL	REVISED	% CHANGE		\$ CHANGE	
	BUDGET FY14	BUDGET FY14	FINAL BUDG FY14	REV BUDG FY14	FINAL BUDG FY14	REV BUDG FY14
OTHER MATERIALS & SUPPLIES						
504205 Freight Out	2,601	2,601			-	-
504211 Postage & Mailing	13,250	13,250			-	-
504214 Promotional Items	1,000	1,200		20.0%	200	
504215 Printing	97,650	82,450		-15.6%	(15,200)	
504217 Photo Supp/Process	3,600	3,600		0.0%	-	-
504311 Office Supplies	67,444	68,944		2.2%	1,500	
504315 Safety Supplies	19,400	19,400		0.0%	-	-
504317 Cleaning Supplies	52,270	52,270		0.0%	-	-
504409 Repair/Maint Supplies	87,000	123,300		41.7%	36,300	
504417 Tenant Repairs	-	10,000		100.0%		
504421 Non-Inventory Parts	10,100	10,100		0.0%	-	-
504511 Small Tools	9,000	9,000		0.0%	-	-
504515 Employee Tool Replacement	3,000	3,000		0.0%	-	-
Totals	366,315	399,115		9.0%	32,800	
UTILITIES						
505011 Gas & Electric	256,550	304,000		18.5%	47,450	
505021 Water & Garbage	121,200	155,200		28.1%	34,000	
505031 Telecommunications	150,000	132,100		-11.9%	(17,900)	
Totals	527,750	591,300		12.0%	63,550	
CASUALTY & LIABILITY						
506011 Insurance - Property	100,000	100,000		0.0%	-	-
506015 Insurance - PL/PD	450,000	450,000		0.0%	-	-
506021 Insurance - Other	750	750		0.0%	-	-
506123 Settlement Costs	150,000	150,000		0.0%	-	-
506127 Repairs - District Prop	-	-		0.0%	-	-
Totals	700,750	700,750		0.0%	-	

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

Consolidated Expenses

ACCOUNT	FINAL BUDGET FY14	REVISED BUDGET FY14	% CHANGE FINAL BUDG FY14 REV BUDG FY14	\$ CHANGE FINAL BUDG FY14 REV BUDG FY14
TAXES				
507051 Fuel Tax	14,000	14,000	0.0%	-
507201 Licenses & Permits	17,600	17,600	0.0%	-
507999 Other Taxes	18,000	18,000	0.0%	-
Totals	49,600	49,600	0.0%	-
PURCHASED TRANS.				
503406 Contract/Paratransit	250,000	250,000	0.0%	-
Totals	250,000	250,000	0.0%	-
MISC EXPENSE				
509011 Dues/Subscriptions	67,625	68,285	1.0%	660
509081 Advertising - District Promo	14,000	14,000	0.0%	-
509101 Employee Incentive Program	13,500	13,500	0.0%	-
509121 Employee Training	128,100	128,100	0.0%	-
509122 BOD Travel	-	15,700	100.0%	15,700
509123 Travel	100,359	91,866	-8.5%	(8,493)
509125 Local Meeting Expense	5,100	5,100	0.0%	-
509127 Board Director Fees	12,600	12,600	0.0%	-
509150 Contributions	-	-	0.0%	-
509198 Cash Over/Short	-	-	0.0%	-
Totals	341,284	349,151	2.3%	7,867
LEASES & RENTALS				
512011 Facility Lease	230,400	185,000	-19.7%	(45,400)
512061 Equipment Rental	26,900	24,300	-9.7%	(2,600)
Totals	257,300	209,300	-18.7%	(48,000)
PERSONNEL TOTAL				
	37,858,638	37,546,017	-0.8%	(312,621)
<i>Savings from Labor and Fringe Benefits</i>	<i>(1,250,000)</i>	<i>(1,250,000)</i>		
NON-PERSONNEL TOTAL	8,334,587	8,957,304	7.5%	622,717
TOTAL OPERATING EXPENSES	44,943,226	45,253,322	0.7%	310,096

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



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

Departmental Expenses

DEPARTMENT	FINAL BUDGET FY14	REVISED BUDGET FY14	% CHANGE		\$ CHANGE	
			FINAL BUDG FY14	REV BUDG FY14	FINAL BUDG FY14	REV BUDG FY14
1100 Administration	1,782,198	1,841,817		3.3%		59,618
1200 Finance	1,958,984	1,835,634		-6.3%		(123,349)
1300 Customer Service	687,032	696,735		1.4%		9,704
1400 Human Resources	719,837	713,746		-0.8%		(6,091)
1500 Information Technology	843,579	842,572		-0.1%		(1,006)
1700 District Counsel	579,880	609,978		5.2%		30,099
1800 Risk Management	250,000	300,000		20.0%		50,000
1900 Purchasing	737,518	761,557		3.3%		24,039
2200 Facilities Maintenance	2,608,210	2,666,522		2.2%		58,312
3100 Paratransit Program	5,109,442	5,092,991		-0.3%		(16,451)
3200 Operations	3,082,244	3,071,642		-0.3%		(10,602)
3300 Bus Operators	17,562,242	17,357,280		-1.2%		(204,962)
4100 Fleet Maintenance	7,773,354	8,222,678		5.8%		449,324
5100 Capital Funded Labor	-	-		0.0%		-
9001 Cobra Benefits	-	-		0.0%		-
9005 Retired Employee Benefits	2,498,407	2,489,869		-0.3%		(8,538)
700 SCCIC/COPS	300	300		0.0%		-
<i>Savings from Labor and Fringe Benefits</i>	<i>(1,250,000)</i>	<i>(1,250,000)</i>		<i>0.0%</i>		<i>-</i>
TOTAL OPERATING EXPENSES	44,943,226	45,253,322		0.7%		310,096

II. DEPARTMENTAL FUNCTIONS

OBJECTIVES

AND

LINE ITEM BUDGETS



**OFFICE OF THE GENERAL MANAGER
ADMINISTRATION DEPARTMENT
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.

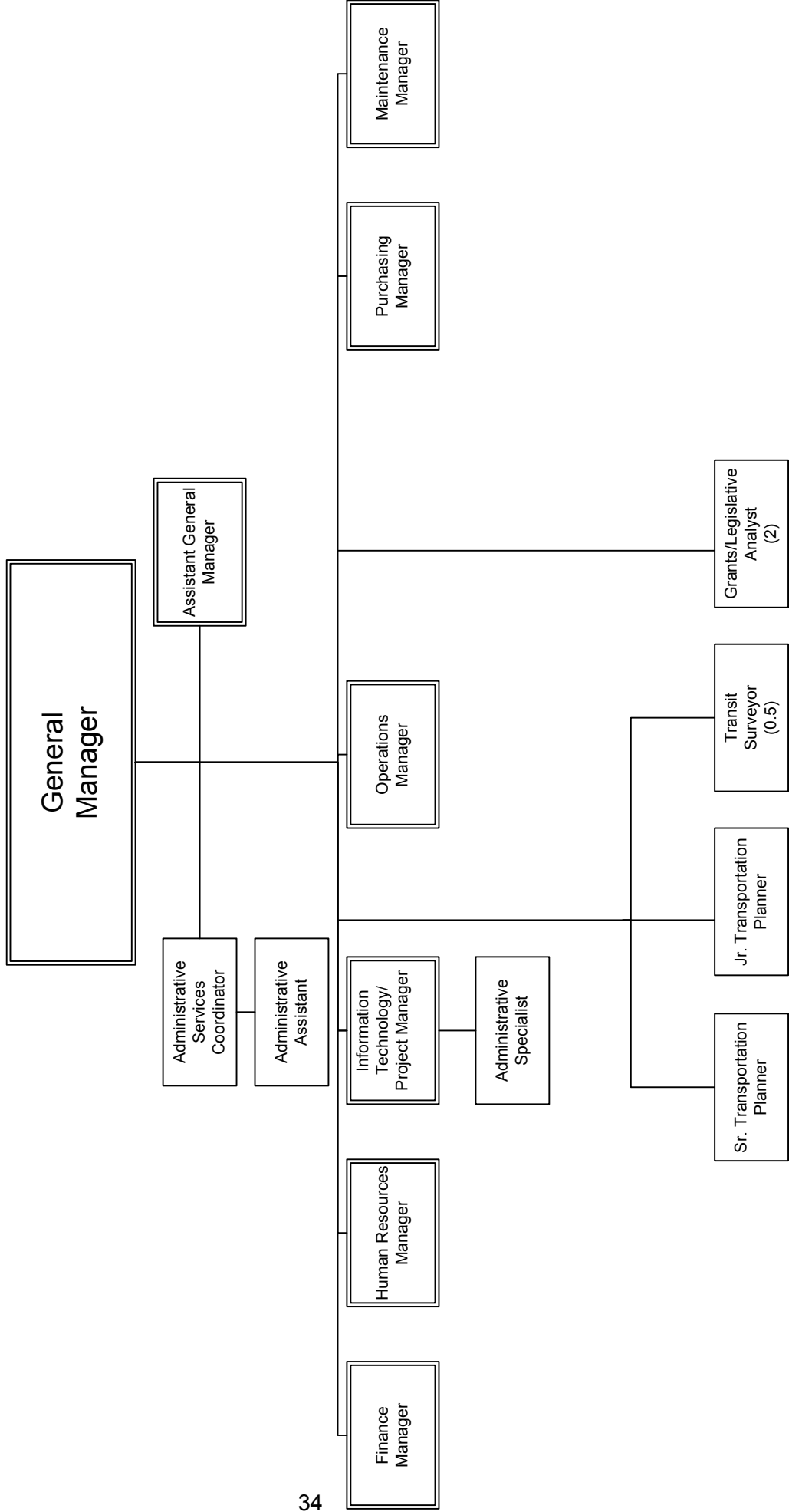
Administration Department (con't)

- 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

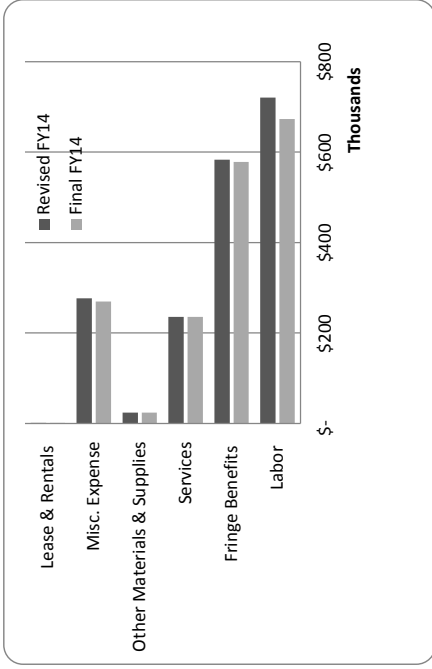


FY14 REVISED OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Administration - 1100

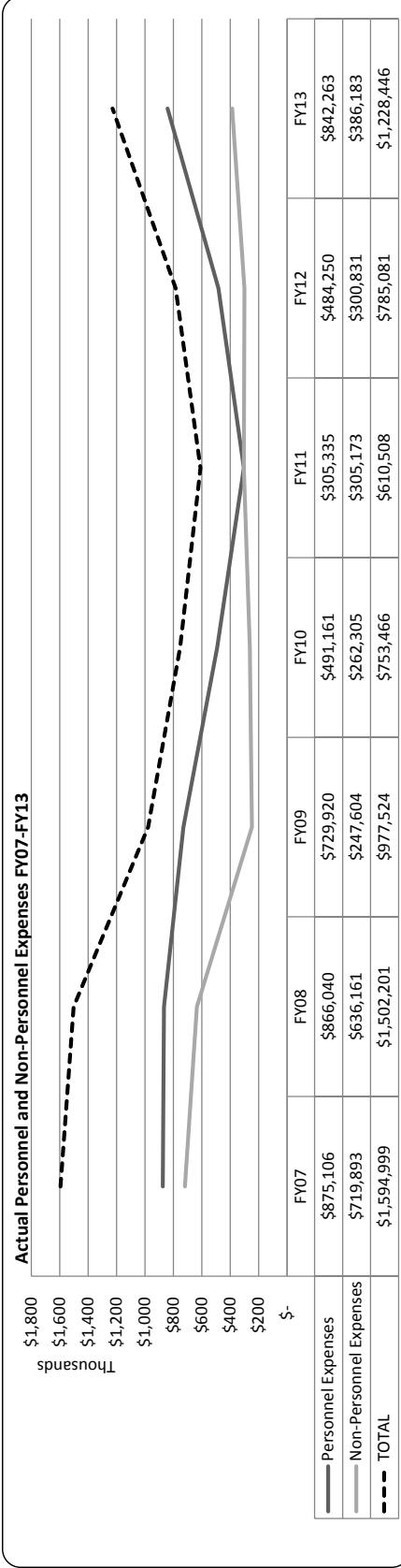
Position Title	Authorized		Funded	
	FY 14 Final	FY 14 Revised	FY 14 Final	FY 14 Revised
General Manager	1.00	1.00	1.00	1.00
Assistant General Manager	1.00	1.00	1.00	1.00
Admin Services Coordinator	1.00	1.00	1.00	1.00
Administrative Assistant	2.00	2.00	1.00	1.00
Administrative Specialist *	1.00	1.00	1.00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



	Final Budget FY14	Revised Budget FY14	Var. \$	Var. %
Personnel Expenses:				
Labor	\$ 673,016	\$ 720,339	\$ 47,323	7.03%
Fringe Benefits	\$ 578,585	\$ 583,641	\$ 5,056	0.87%
	\$ 1,251,602	\$ 1,303,981	\$ 52,379	4.18%
Non-Personnel Expenses:				
Services	\$ 235,845	\$ 235,845	\$ -	0.00%
Other Materials & Supplies	\$ 24,000	\$ 24,000	\$ -	0.00%
Misc. Expense	\$ 269,484	\$ 276,691	\$ 7,207	2.67%
Lease & Rentals	\$ 1,268	\$ 1,300	\$ 32	2.52%
	\$ 530,597	\$ 537,836	\$ 7,239	1.36%
Total Expenses:	\$ 1,782,198	\$ 1,841,817	\$ 59,618	3.35%



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

ACCOUNT	FINAL	REVISED	% CHANGE		\$ CHANGE
	BUDGET FY14	BUDGET FY14 FALL	FINAL BUDG FY14	REV BUDG FY14	FINAL BUDG FY13 REV BUDG FY14
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	-
501013 Bus Operator OT	-	-	0.0%	-	-
501021 Other Salaries	671,182	705,339	5.1%	34,157	34,157
501023 Other OT	1,835	15,000	717.7%	13,166	13,166
Totals	673,016	720,339	7.0%	47,323	47,323
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	12,762	13,476	5.6%	714	714
502021 Retirement	155,933	163,274	4.7%	7,342	7,342
502031 Medical Ins	136,571	132,706	-2.8%	(3,865)	(3,865)
502041 Dental Ins	11,098	10,009	-9.8%	(1,090)	(1,090)
502045 Vision Ins	3,059	2,881	-5.8%	(178)	(178)
502051 Life Ins/AD&D	1,180	1,225	3.8%	44	44
502060 State Disability Ins (SDI)	6,895	7,055	2.3%	160	160
502061 Long Term Disability Ins	5,144	4,995	-2.9%	(150)	(150)
502071 State Unemployment Ins (SUI)	2,607	2,142	-17.8%	(465)	(465)
502081 Worker's Comp Ins	33,990	34,643	1.9%	653	653
502101 Holiday Pay	25,492	25,614	0.5%	122	122
502103 Floating Holiday	14,714	14,883	1.1%	168	168
502109 Sick Leave	66,248	67,003	1.1%	755	755
502111 Annual Leave	94,829	95,701	0.9%	872	872
502121 Other Paid Absence	5,818	5,846	0.5%	29	29
502251 Phys. Exams	-	-	0.0%	-	-
502253 Driver Lic Renewal	-	-	0.0%	-	-
502999 Other Fringe Benefits	2,245	2,189	-2.5%	(56)	(56)
Totals	578,585	583,641	0.9%	5,056	5,056

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

ACCOUNT	FINAL BUDGET		REVISED BUDGET		% CHANGE		\$ CHANGE	
	FY14	FY14	FY14 FALL	FY14	FINAL BUDG FY13	FINAL BUDG FY14	FINAL BUDG FY13	REV BUDG FY14
SERVICES								
503011	Acting/Audit Fees	-	-	-	-	-	0.0%	-
503012	Admin/Bank Fees	-	-	-	-	-	0.0%	-
503031	Prof/Technical Fees	118,700	118,700	118,700	-	-	0.0%	-
503032	Legislative Services	105,000	105,000	105,000	-	-	0.0%	-
503033	Legal Services	-	-	-	-	-	0.0%	-
503034	Pre-Employment Exams	-	-	-	-	-	0.0%	-
503041	Temp Help	-	-	-	-	-	0.0%	-
503161	Custodial Services	-	-	-	-	-	0.0%	-
503162	Uniforms/Laundry	-	-	-	-	-	0.0%	-
503171	Security Services	-	-	-	-	-	0.0%	-
503221	Classified/Legal Ads	5,000	5,000	5,000	-	-	0.0%	-
503222	Legal Ads	-	-	-	-	-	0.0%	-
503225	Graphic Services	-	-	-	-	-	0.0%	-
503351	Repair - Bldg & Impr	-	-	-	-	-	0.0%	-
503352	Repair - Equipment	7,145	7,145	7,145	-	-	0.0%	-
503353	Repair - Rev Vehicle	-	-	-	-	-	0.0%	-
503354	Repair - Non Rev Vehicle	-	-	-	-	-	0.0%	-
503363	Haz Mat Disposal	-	-	-	-	-	0.0%	-
Totals		235,845	235,845	235,845			0.0%	-
MOBILE MATERIALS & SUPPLIES								
504011	Fuels & Lubricants - Non Rev Veh	-	-	-	-	-	0.0%	-
504012	Fuels & Lubricants - Rev Veh	-	-	-	-	-	0.0%	-
504021	Tires & Tubes	-	-	-	-	-	0.0%	-
504161	Other Mobile Supplies	-	-	-	-	-	0.0%	-
504191	Rev Vehicle Parts	-	-	-	-	-	0.0%	-
Totals		-	-	-			0.0%	-

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

ACCOUNT	FINAL BUDGET	REVISED BUDGET	% CHANGE		\$ CHANGE	
	FY14	FY14 FALL	FINAL BUDG FY13	REV BUDG FY14	FINAL BUDG FY13	REV BUDG FY14
OTHER MATERIALS & SUPPLIES						
504205 Freight Out	-	-	-	-	0.0%	-
504211 Postage & Mailing	6,000	6,000	-	-	0.0%	-
504214 Promotional Items	-	-	-	-	0.0%	-
504215 Printing	1,000	1,000	-	-	0.0%	-
504217 Photo Supp/Process	-	-	-	-	0.0%	-
504311 Office Supplies	17,000	17,000	-	-	0.0%	-
504315 Safety Supplies	-	-	-	-	0.0%	-
504317 Cleaning Supplies	-	-	-	-	0.0%	-
504409 Repair/Maint Supplies	-	-	-	-	0.0%	-
504417 Tenant Repairs	-	-	-	-	0.0%	-
504421 Non-Inventory Parts	-	-	-	-	0.0%	-
504511 Small Tools	-	-	-	-	0.0%	-
504515 Employee Tool Replacement	-	-	-	-	0.0%	-
Totals	24,000	24,000			0.0%	-
UTILITIES						
505011 Gas & Electric	-	-	-	-	0.0%	-
505021 Water & Garbage	-	-	-	-	0.0%	-
505031 Telecommunications	-	-	-	-	0.0%	-
Totals	-	-			0.0%	-
CASUALTY & LIABILITY						
506011 Insurance - Property	-	-	-	-	0.0%	-
506015 Insurance - PL/PD	-	-	-	-	0.0%	-
506021 Insurance - Other	-	-	-	-	0.0%	-
506123 Settlement Costs	-	-	-	-	0.0%	-
506127 Repairs - District Prop	-	-	-	-	0.0%	-
Totals	-	-			0.0%	-

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

ACCOUNT	FINAL BUDGET		REVISED BUDGET		% CHANGE		\$ CHANGE	
	FY14	FY14 FALL	FY14 FALL	FY14 FALL	FINAL BUDG FY13	FINAL BUDG FY14	FINAL BUDG FY13	REV BUDG FY14
TAXES								
507051 Fuel Tax	-	-	-	-	-	-	0.0%	-
507201 Licenses & Permits	-	-	-	-	-	-	0.0%	-
507999 Other Taxes	-	-	-	-	-	-	0.0%	-
Totals	-	-	-	-	-	-	0.0%	-
PURCHASED TRANS.								
503406 Contract/Paratransit	-	-	-	-	-	-	0.0%	-
Totals	-	-	-	-	-	-	0.0%	-
MISC EXPENSE								
509011 Dues/Subscriptions	52,425	-	52,425	-	-	-	0.0%	-
509081 Advertising - District Promo	-	-	-	-	-	-	0.0%	-
509101 Employee Incentive Program	10,000	10,000	10,000	10,000	-	-	0.0%	-
509121 Employee Training	91,100	91,100	91,100	91,100	-	-	0.0%	-
509122 BOD Travel	-	15,700	15,700	15,700	-	15,700	100.0%	15,700
509123 Travel	98,359	89,866	89,866	89,866	-	(8,493)	-8.6%	(8,493)
509125 Local Meeting Expense	5,000	5,000	5,000	5,000	-	-	0.0%	-
509127 Board Director Fees	12,600	12,600	12,600	12,600	-	-	0.0%	-
509150 Contributions	-	-	-	-	-	-	0.0%	-
509198 Cash Over/Short	-	-	-	-	-	-	0.0%	-
Totals	269,484	276,691	276,691	276,691	-	7,207	2.7%	7,207
LEASES & RENTALS								
512011 Facility Lease	-	-	-	-	-	-	0.0%	-
512061 Equipment Rental	1,268	1,300	1,300	1,300	-	32	2.5%	32
Totals	1,268	1,300	1,300	1,300	-	32	2.5%	32
PERSONNEL TOTAL								
	1,251,602	1,303,981	1,303,981	1,303,981	-	52,379	4.2%	52,379
NON-PERSONNEL TOTAL								
	530,597	537,836	537,836	537,836	-	7,239	1.4%	7,239
DEPARTMENT TOTALS								
	1,782,198	1,841,817	1,841,817	1,841,817	-	59,618	3.3%	59,618

FINANCE DEPARTMENT 1200

MAJOR FUNCTIONS OF THE DEPARTMENT

The Finance Department is responsible for:

- General Ledger
- Accounts Payable
- Accounts Receivable
- Grant Accounting
- Payroll
- Fixed Asset Accounting
- Investment
- Audit
- 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

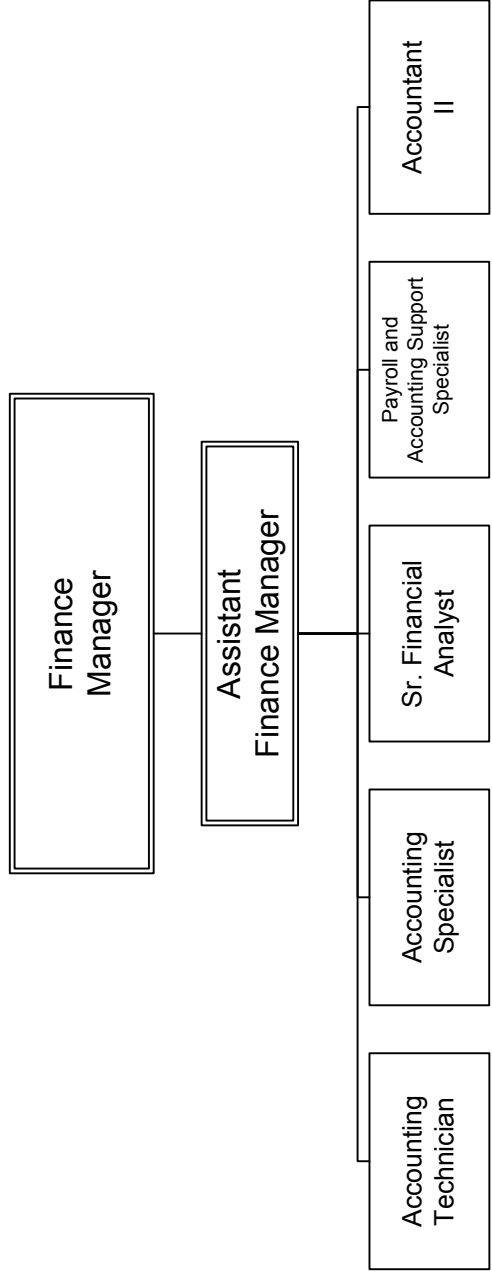
DEPARTMENT OBJECTIVES for FY14

- 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

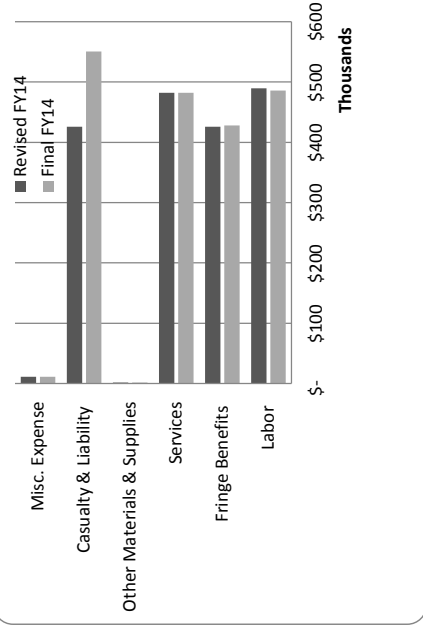


FY14 REVISED OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Finance - 1200

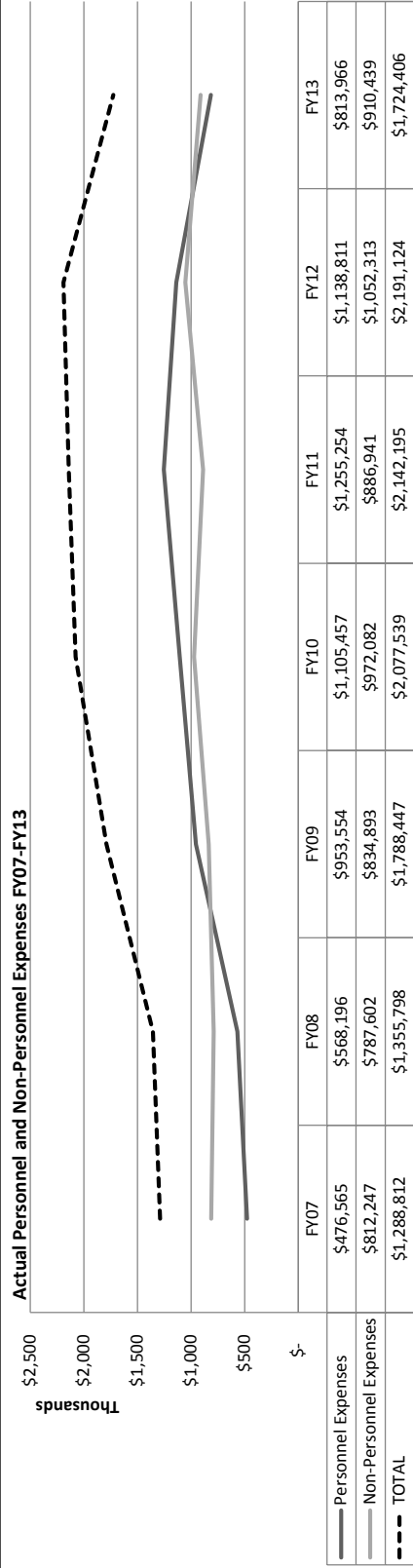
Position Title	Authorized		Funded		Authorized		Funded	
	FY 14 Final	FY 14 Revised	FY 14 Final	FY 14 Revised	FY 14 Revised	FY 14 Revised	FY 14 Revised	FY 14 Revised
Finance Manager	1.00		1.00		1.00		1.00	
Assistant Finance Manager	1.00		1.00		1.00		1.00	
Senior Accountant	0.50		0.00		0.50		0.00	
Accountant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

Finance 1200

	Final Budget FY14	Revised Budget FY14	Var \$	Var %
Personnel Expenses:				
Labor	\$ 485,802	\$ 489,452	\$ 3,650	0.75%
Fringe Benefits	\$ 427,932	\$ 425,801	\$ (2,131)	-0.50%
	\$ 913,734	\$ 915,252	\$ 1,519	0.17%
Non-Personnel Expenses:				
Services	\$ 482,100	\$ 482,100	\$ -	0.00%
Other Materials & Supplies	\$ 1,500	\$ 1,500	\$ -	0.00%
Casualty & Liability	\$ 550,750	\$ 425,882	\$ (124,868)	-22.67%
Misc. Expense	\$ 10,900	\$ 10,900	\$ -	0.00%
	\$ 1,045,250	\$ 920,382	\$ (124,868)	-11.95%
Total Expenses:	\$ 1,958,984	\$ 1,835,634	\$ (123,349)	-6.30%



Actual Personnel and Non-Personnel Expenses FY07-FY13



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

Finance - 1200

ACCOUNT	FINAL BUDGET		% CHANGE		\$ CHANGE	
	FY14	FY14 FALL	FINAL BUDG FY13	REV BUDG FY14	FINAL BUDG FY13	REV BUDG FY14
LABOR						
501011 Bus Operator Pay	-	-	-	-	0.0%	-
501013 Bus Operator OT	-	-	-	-	0.0%	-
501021 Other Salaries	485,469	487,452	485,469	487,452	0.4%	1,982
501023 Other OT	332	2,000	332	2,000	501.5%	1,667
Totals	485,802	489,452	485,802	489,452	0.8%	3,650
FRINGE BENEFITS						
502011 Medicare/Soc. Sec.	8,612	8,665	8,612	8,665	0.6%	53
502021 Retirement	112,351	112,347	112,351	112,347	0.0%	(4)
502031 Medical Ins	139,930	138,683	139,930	138,683	-0.9%	(1,247)
502041 Dental Ins	11,705	11,135	11,705	11,135	-4.9%	(570)
502045 Vision Ins	2,379	2,241	2,379	2,241	-5.8%	(138)
502051 Life Ins/AD&D	1,035	997	1,035	997	-3.7%	(38)
502060 State Disability Ins (SDI)	5,525	5,328	5,525	5,328	-3.6%	(197)
502061 Long Term Disability Ins	4,119	3,999	4,119	3,999	-2.9%	(120)
502071 State Unemployment Ins (SUI)	2,027	1,666	2,027	1,666	-17.8%	(361)
502081 Worker's Comp Ins	27,991	28,530	27,991	28,530	1.9%	539
502101 Holiday Pay	17,651	17,651	17,651	17,651	0.0%	(1)
502103 Floating Holiday	10,377	10,376	10,377	10,376	0.0%	(1)
502109 Sick Leave	26,477	26,476	26,477	26,476	0.0%	(1)
502111 Annual Leave	49,486	49,485	49,486	49,485	0.0%	(1)
502121 Other Paid Absence	4,137	4,137	4,137	4,137	0.0%	(0)
502251 Phys. Exams	-	-	-	-	0.0%	-
502253 Driver Lic Renewal	-	-	-	-	0.0%	-
502999 Other Fringe Benefits	4,129	4,086	4,129	4,086	-1.1%	(44)
Totals	427,932	425,801	427,932	425,801	-0.5%	(2,131)

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

ACCOUNT	FINAL BUDGET		REVISED BUDGET		% CHANGE		\$ CHANGE	
	FY14	FY14	FY14 FALL	FY14	FINAL BUDG FY13	FINAL BUDG FY14	FINAL BUDG FY13	REV BUDG FY14
SERVICES								
503011	Acting/Audit Fees	80,000		80,000			0.0%	-
503012	Admin/Bank Fees	330,000		330,000			0.0%	-
503031	Prof/Technical Fees	72,000		72,000			0.0%	-
503032	Legislative Services	-		-			0.0%	-
503033	Legal Services	-		-			0.0%	-
503034	Pre-Employment Exams	-		-			0.0%	-
503041	Temp Help	-		-			0.0%	-
503161	Custodial Services	-		-			0.0%	-
503162	Uniforms/Laundry	-		-			0.0%	-
503171	Security Services	-		-			0.0%	-
503221	Classified/Legal Ads	100		100			0.0%	-
503222	Legal Ads	-		-			0.0%	-
503225	Graphic Services	-		-			0.0%	-
503351	Repair - Bldg & Impr	-		-			0.0%	-
503352	Repair - Equipment	-		-			0.0%	-
503353	Repair - Rev Vehicle	-		-			0.0%	-
503354	Repair - Non Rev Vehicle	-		-			0.0%	-
503363	Haz Mat Disposal	-		-			0.0%	-
Totals		482,100		482,100			0.0%	-
MOBILE MATERIALS & SUPPLIES								
504011	Fuels & Lubricants - Non Rev Veh	-		-			0.0%	-
504012	Fuels & Lubricants - Rev Veh	-		-			0.0%	-
504021	Tires & Tubes	-		-			0.0%	-
504161	Other Mobile Supplies	-		-			0.0%	-
504191	Rev Vehicle Parts	-		-			0.0%	-
Totals		-		-			0.0%	-

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

Finance - 1200

ACCOUNT	FINAL	REVISED	% CHANGE		\$ CHANGE	
	BUDGET FY14	BUDGET FY14 FALL	FINAL BUDG FY14	FINAL BUDG FY13	FINAL BUDG FY13	FINAL BUDG FY14
OTHER MATERIALS & SUPPLIES						
504205 Freight Out	-	-	-	0.0%	-	-
504211 Postage & Mailing	500	500	500	0.0%	-	-
504214 Promotional Items	-	-	-	0.0%	-	-
504215 Printing	1,000	1,000	1,000	0.0%	-	-
504217 Photo Supp/Process	-	-	-	0.0%	-	-
504311 Office Supplies	-	-	-	0.0%	-	-
504315 Safety Supplies	-	-	-	0.0%	-	-
504317 Cleaning Supplies	-	-	-	0.0%	-	-
504409 Repair/Maint Supplies	-	-	-	0.0%	-	-
504417 Tenant Repairs	-	-	-	0.0%	-	-
504421 Non-Inventory Parts	-	-	-	0.0%	-	-
504511 Small Tools	-	-	-	0.0%	-	-
504515 Employee Tool Replacement	-	-	-	0.0%	-	-
Totals	1,500	1,500	1,500	0.0%	-	-
UTILITIES						
505011 Gas & Electric	-	-	-	0.0%	-	-
505021 Water & Garbage	-	-	-	0.0%	-	-
505031 Telecommunications	-	-	-	0.0%	-	-
Totals	-	-	-	0.0%	-	-
CASUALTY & LIABILITY						
506011 Insurance - Property	100,000	99,833	99,833	-0.2%	(167)	(167)
506015 Insurance - PL/PD	450,000	325,299	325,299	-27.7%	(124,701)	(124,701)
506021 Insurance - Other	750	750	750	0.0%	-	-
506123 Settlement Costs	-	-	-	0.0%	-	-
506127 Repairs - District Prop	-	-	-	0.0%	-	-
Totals	550,750	425,882	425,882	-22.7%	(124,868)	(124,868)

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

ACCOUNT	FINAL	REVISED	% CHANGE		\$ CHANGE	
	BUDGET FY14	BUDGET FY14 FALL	FINAL BUDG FY14	FINAL BUDG FY13	FINAL BUDG FY14	FINAL BUDG FY13
TAXES						
507051 Fuel Tax	-	-	-	0.0%	-	-
507201 Licenses & Permits	-	-	-	0.0%	-	-
507999 Other Taxes	-	-	-	0.0%	-	-
Totals	-	-	-	0.0%	-	-
PURCHASED TRANS.						
503406 Contract/Paratransit	-	-	-	0.0%	-	-
Totals	-	-	-	0.0%	-	-
MISC EXPENSE						
509011 Dues/Subscriptions	900	900	900	0.0%	-	-
509081 Advertising - District Promo	10,000	10,000	10,000	0.0%	-	-
509101 Employee Incentive Program	-	-	-	0.0%	-	-
509121 Employee Training	-	-	-	0.0%	-	-
509122 BOD Travel	-	-	-	0.0%	-	-
509123 Travel	-	-	-	0.0%	-	-
509125 Local Meeting Expense	-	-	-	0.0%	-	-
509127 Board Director Fees	-	-	-	0.0%	-	-
509150 Contributions	-	-	-	0.0%	-	-
509198 Cash Over/Short	-	-	-	0.0%	-	-
Totals	10,900	10,900	10,900	0.0%	-	-
LEASES & RENTALS						
512011 Facility Lease	-	-	-	0.0%	-	-
512061 Equipment Rental	-	-	-	0.0%	-	-
Totals	-	-	-	0.0%	-	-
PERSONNEL TOTAL	913,734	915,252	915,252	0.2%	1,519	1,519
NON-PERSONNEL TOTAL	1,045,250	920,382	920,382	-11.9%	(124,868)	(124,868)
DEPARTMENT TOTALS	1,958,984	1,835,634	1,835,634	-6.3%	(123,349)	(123,349)

OPERATIONS
CUSTOMER SERVICE
1300

MAJOR FUNCTIONS OF THE DEPARTMENT

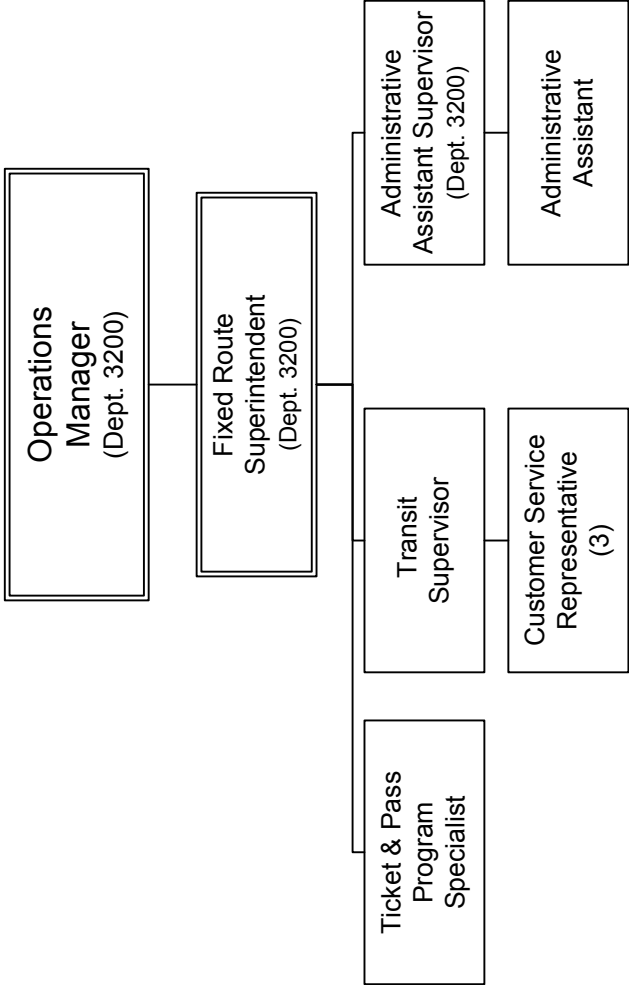
The Customer Service Department located in Santa Cruz Metro Transit Center provides Fixed Route Accessible Services and Paratransit Eligibility Certification, bi-lingual customer comment assistance, bus route information, trip-planning assistance, lost and found services, ticket and pass sales to Santa 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

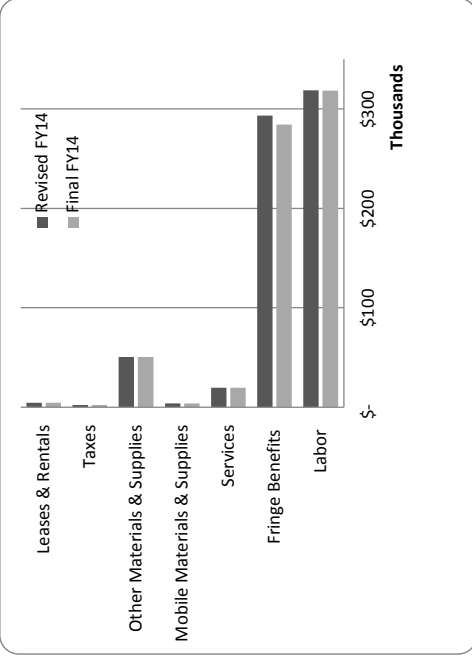


FY14 REVISED OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Customer Service - 1300

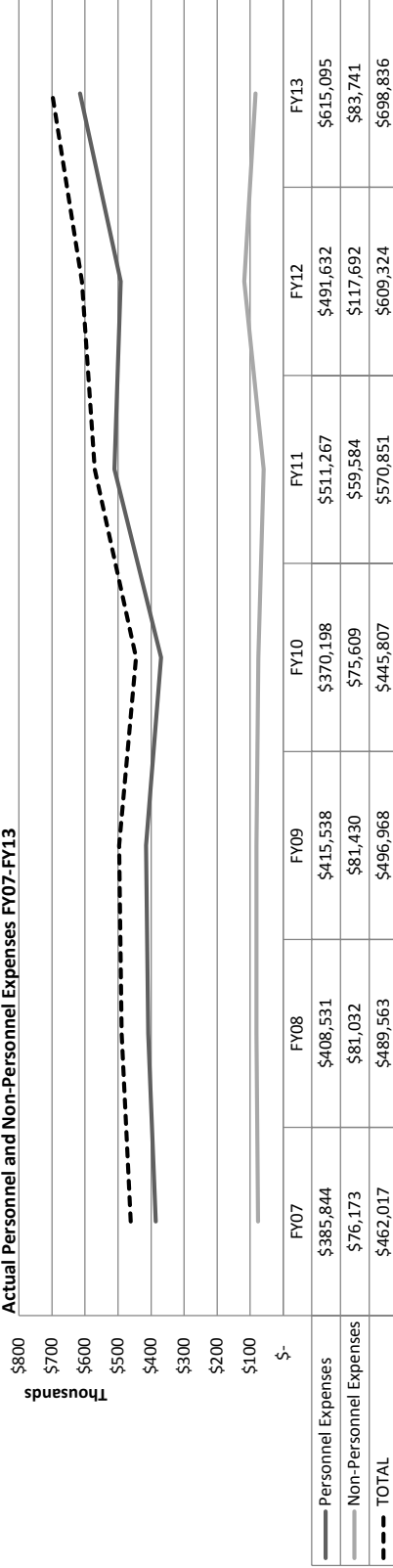
Position Title	Authorized		Funded	
	FY 14 Final	FY 14 Revised	FY 14 Final	FY 14 Revised
Planning & Marketing Manager	1.00	1.00	0.00	0.00
Transit Supervisor	1.00	1.00	1.00	1.00
Customer Service Coordinator	1.00	1.00	0.00	0.00
CSR	5.00	5.00	3.00	3.00
Ticket & Pass Program Specialist	1.00	1.00	1.00	1.00
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

	Final Budget FY14	Revised Budget FY14	Var.\$	Var %
Personnel Expenses:				
Labor	\$ 318,297	\$ 318,797	\$ 500	0.16%
Fringe Benefits	\$ 284,134	\$ 293,338	\$ 9,204	3.24%
	\$ 602,432	\$ 612,135	\$ 9,704	1.61%
Non-Personnel Expenses:				
Services	\$ 19,500	\$ 19,500	\$ -	0.00%
Mobile Materials & Supplies	\$ 4,000	\$ 4,000	\$ -	0.00%
Other Materials & Supplies	\$ 50,500	\$ 50,500	\$ -	0.00%
Taxes	\$ 2,100	\$ 2,100	\$ -	0.00%
Misc. Expense	\$ 4,000	\$ 4,000	\$ -	100.00%
Leases & Rentals	\$ 4,500	\$ 4,500	\$ -	0.00%
	\$ 84,600	\$ 84,600	\$ -	0.00%
Total Expenses:	\$ 687,032	\$ 696,735	\$ 9,704	1.41%



Actual Personnel and Non-Personnel Expenses FY07-FY13



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

ACCOUNT	FINAL	REVISED	% CHANGE	\$ CHANGE
	BUDGET FY14	BUDGET FY14 FALL	FINAL BUDG FY14	FINAL BUDG FY13 REV BUDG FY14
LABOR				
501011 Bus Operator Pay	-	-	0.0%	-
501013 Bus Operator OT	-	-	0.0%	-
501021 Other Salaries	308,797	309,297	0.2%	500
501023 Other OT	9,500	9,500	0.0%	-
Totals	318,297	318,797	0.2%	500
FRINGE BENEFITS				
502011 Medicare/Soc. Sec.	5,652	5,659	0.1%	7
502021 Retirement	68,749	68,749	0.0%	-
502031 Medical Ins	92,057	103,167	12.1%	11,109
502041 Dental Ins	9,866	9,385	-4.9%	(481)
502045 Vision Ins	2,039	1,921	-5.8%	(119)
502051 Life Ins/AD&D	723	683	-5.6%	(40)
502060 State Disability Ins (SDI)	3,773	3,663	-2.9%	(110)
502061 Long Term Disability Ins	2,641	2,564	-2.9%	(77)
502071 State Unemployment Ins (SUI)	1,738	1,428	-17.8%	(310)
502081 Worker's Comp Ins	23,993	24,454	1.9%	461
502101 Holiday Pay	10,739	10,739	0.0%	-
502103 Floating Holiday	-	-	0.0%	-
502109 Sick Leave	16,108	16,108	0.0%	-
502111 Annual Leave	42,143	42,143	0.0%	-
502121 Other Paid Absence	2,517	2,517	0.0%	-
502251 Phys. Exams	-	-	0.0%	-
502253 Driver Lic Renewal	-	-	0.0%	-
502999 Other Fringe Benefits	1,397	159	-88.6%	(1,237)
Totals	284,134	293,338	3.2%	9,204

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

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

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

ACCOUNT	FINAL BUDGET	REVISED BUDGET	% CHANGE		\$ CHANGE	
	FY14	FY14 FALL	FINAL BUDG FY13	REV BUDG FY14	FINAL BUDG FY13	REV BUDG FY14
OTHER MATERIALS & SUPPLIES						
504205 Freight Out	-	-	-	-	0.0%	-
504211 Postage & Mailing	2,500	2,500	-	-	0.0%	-
504214 Promotional Items	1,000	1,000	-	-	0.0%	-
504215 Printing	41,500	41,500	-	-	0.0%	-
504217 Photo Supp/Process	2,000	2,000	-	-	0.0%	-
504311 Office Supplies	3,500	3,500	-	-	0.0%	-
504315 Safety Supplies	-	-	-	-	0.0%	-
504317 Cleaning Supplies	-	-	-	-	0.0%	-
504409 Repair/Maint Supplies	-	-	-	-	0.0%	-
504417 Tenant Repairs	-	-	-	-	0.0%	-
504421 Non-Inventory Parts	-	-	-	-	0.0%	-
504511 Small Tools	-	-	-	-	0.0%	-
504515 Employee Tool Replacement	-	-	-	-	0.0%	-
Totals	50,500	50,500			0.0%	-
UTILITIES						
505011 Gas & Electric	-	-	-	-	0.0%	-
505021 Water & Garbage	-	-	-	-	0.0%	-
505031 Telecommunications	-	-	-	-	0.0%	-
Totals	-	-			0.0%	-
CASUALTY & LIABILITY						
506011 Insurance - Property	-	-	-	-	0.0%	-
506015 Insurance - PL/PD	-	-	-	-	0.0%	-
506021 Insurance - Other	-	-	-	-	0.0%	-
506123 Settlement Costs	-	-	-	-	0.0%	-
506127 Repairs - District Prop	-	-	-	-	0.0%	-
Totals	-	-			0.0%	-

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

Customer Service - 1300

ACCOUNT	FINAL	REVISED	% CHANGE		\$ CHANGE	
	BUDGET FY14	BUDGET FY14 FALL	FINAL BUDG FY14	FINAL BUDG FY13	FINAL BUDG FY14	FINAL BUDG FY13
TAXES						
507051 Fuel Tax	-	-	-	0.0%	-	-
507201 Licenses & Permits	2,100	2,100	2,100	0.0%	-	-
507999 Other Taxes	-	-	-	0.0%	-	-
Totals	2,100	2,100		0.0%		
PURCHASED TRANS.						
503406 Contract/Paratransit	-	-	-	0.0%	-	-
Totals	-	-		0.0%		
MISC EXPENSE						
509011 Dues/Subscriptions	-	-	-	0.0%	-	-
509081 Advertising - District Promo	4,000	4,000	4,000	0.0%	-	-
509101 Employee Incentive Program	-	-	-	0.0%	-	-
509121 Employee Training	-	-	-	0.0%	-	-
509122 BOD Travel	-	-	-	0.0%	-	-
509123 Travel	-	-	-	0.0%	-	-
509125 Local Meeting Expense	-	-	-	0.0%	-	-
509127 Board Director Fees	-	-	-	0.0%	-	-
509150 Contributions	-	-	-	0.0%	-	-
509198 Cash Over/Short	-	-	-	0.0%	-	-
Totals	4,000	4,000		0.0%		
LEASES & RENTALS						
512011 Facility Lease	-	-	-	0.0%	-	-
512061 Equipment Rental	4,500	4,500	4,500	0.0%	-	-
Totals	4,500	4,500		0.0%		
PERSONNEL TOTAL	602,432	612,135		1.6%		9,704
NON-PERSONNEL TOTAL	84,600	84,600		0.0%		-
DEPARTMENT TOTALS	687,032	696,735		1.4%		9,704

**HUMAN RESOURCES DEPARTMENT
1400**

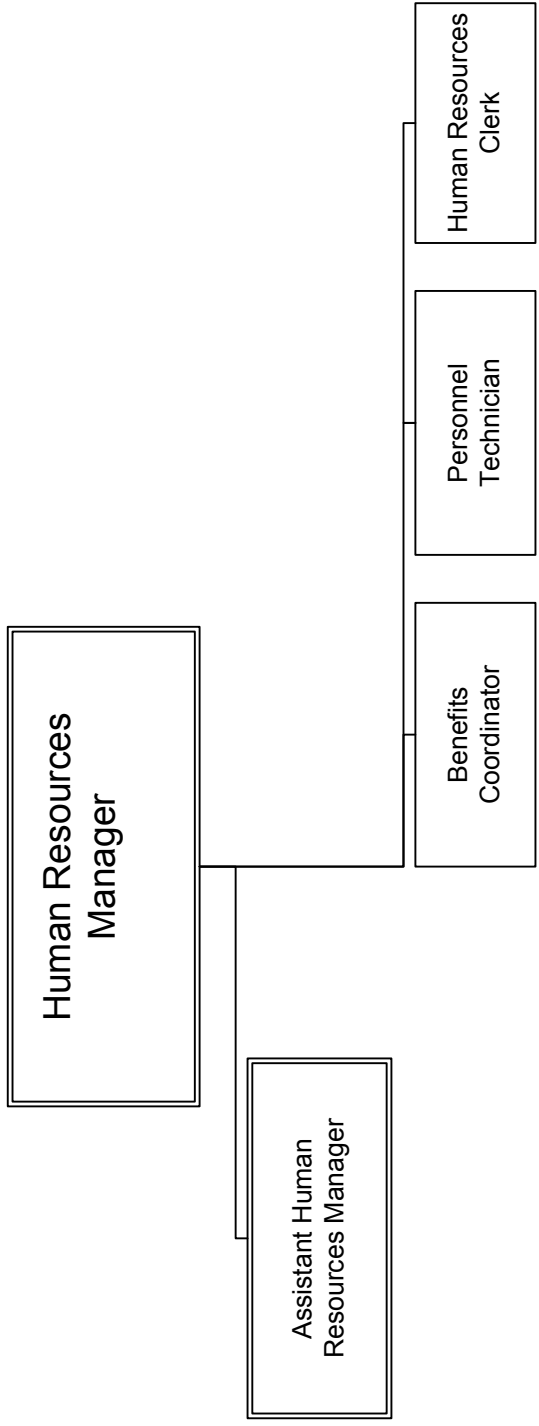
MAJOR FUNCTIONS OF THE DEPARTMENT

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

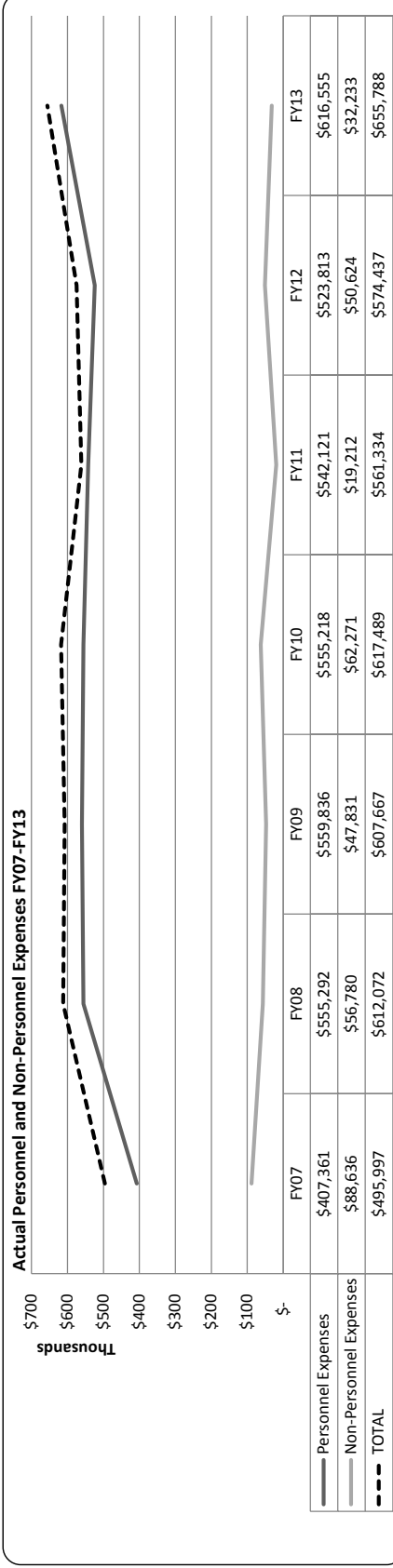
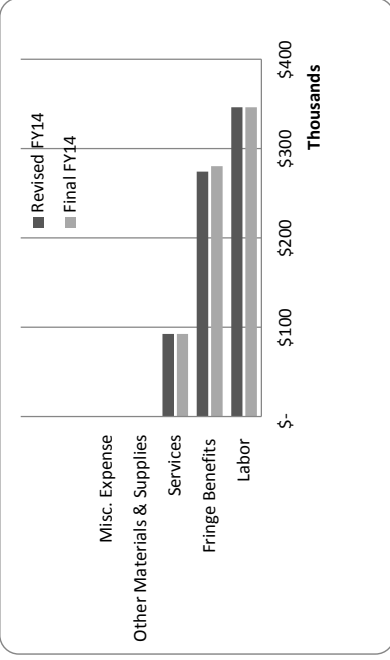


FY14 REVISED OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Human Resources - 1400

Position Title	Authorized		Funded	
	FY 14 Final	FY 14 Revised	FY 14 Final	FY 14 Revised
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

	Final Budget FY14	Revised Budget FY14	Var \$	Var %
Personnel Expenses:				
Labor	\$ 346,301	\$ 346,268	\$ (33)	-0.01%
Fringe Benefits	\$ 280,160	\$ 274,103	\$ (6,058)	-2.16%
	\$ 626,462	\$ 620,371	\$ (6,091)	-0.97%
Non-Personnel Expenses:				
Services	\$ 92,475	\$ 92,475	\$ -	0.00%
Other Materials & Supplies	\$ 500	\$ 500	\$ -	0.00%
Misc. Expense	\$ 400	\$ 400	\$ -	0.00%
	\$ 93,375	\$ 93,375	\$ -	0.00%
Total Expenses:	\$ 719,837	\$ 713,746	\$ (6,091)	-0.85%



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

ACCOUNT	FINAL BUDGET FY14	REVISED BUDGET FY14 FALL	% CHANGE FINAL BUDG FY13 REV BUDG FY14	\$ CHANGE FINAL BUDG FY13 REV BUDG FY14
LABOR				
501011 Bus Operator Pay	-	-	0.0%	-
501013 Bus Operator OT	-	-	0.0%	-
501021 Other Salaries	344,683	344,650	0.0%	(33)
501023 Other OT	1,618	1,618	0.0%	(0)
Totals	346,301	346,268	0.0%	(33)
FRINGE BENEFITS				
502011 Medicare/Soc. Sec.	6,235	6,234	0.0%	(1)
502021 Retirement	81,093	81,085	0.0%	(8)
502031 Medical Ins	70,016	64,539	-7.8%	(5,477)
502041 Dental Ins	5,618	5,344	-4.9%	(274)
502045 Vision Ins	1,700	1,601	-5.8%	(99)
502051 Life Ins/AD&D	794	770	-3.1%	(24)
502060 State Disability Ins (SDI)	3,974	3,836	-3.5%	(138)
502061 Long Term Disability Ins	3,140	3,048	-2.9%	(91)
502071 State Unemployment Ins (SUI)	1,448	1,190	-17.8%	(258)
502081 Worker's Comp Ins	18,394	18,748	1.9%	354
502101 Holiday Pay	12,950	12,948	0.0%	(1)
502103 Floating Holiday	10,167	10,165	0.0%	(2)
502109 Sick Leave	19,425	19,423	0.0%	(2)
502111 Annual Leave	38,108	38,105	0.0%	(4)
502121 Other Paid Absence	3,035	3,035	0.0%	(0)
502251 Phys. Exams	-	-	0.0%	-
502253 Driver Lic Renewal	-	-	0.0%	-
502999 Other Fringe Benefits	4,064	4,033	-0.8%	(31)
Totals	280,160	274,103	-2.2%	(6,058)

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

ACCOUNT	FINAL BUDGET		REVISED BUDGET		% CHANGE		\$ CHANGE		
	FY14	FY14	FY14 FALL	FY14	FINAL BUDG FY13	FINAL BUDG FY14	FINAL BUDG FY13	REV BUDG FY14	
SERVICES									
503011	Acting/Audit Fees	-	-	-	-	-	-	-	0.0%
503012	Admin/Bank Fees	-	-	-	-	-	-	-	0.0%
503031	Prof/Technical Fees	75,000	75,000	75,000	-	-	-	-	0.0%
503032	Legislative Services	-	-	-	-	-	-	-	0.0%
503033	Legal Services	-	-	-	-	-	-	-	0.0%
503034	Pre-Employment Exams	10,475	10,475	10,475	-	-	-	-	0.0%
503041	Temp Help	-	-	-	-	-	-	-	0.0%
503161	Custodial Services	-	-	-	-	-	-	-	0.0%
503162	Uniforms/Laundry	-	-	-	-	-	-	-	0.0%
503171	Security Services	-	-	-	-	-	-	-	0.0%
503221	Classified/Legal Ads	7,000	7,000	7,000	-	-	-	-	0.0%
503222	Legal Ads	-	-	-	-	-	-	-	0.0%
503225	Graphic Services	-	-	-	-	-	-	-	0.0%
503351	Repair - Bldg & Impr	-	-	-	-	-	-	-	0.0%
503352	Repair - Equipment	-	-	-	-	-	-	-	0.0%
503353	Repair - Rev Vehicle	-	-	-	-	-	-	-	0.0%
503354	Repair - Non Rev Vehicle	-	-	-	-	-	-	-	0.0%
503363	Haz Mat Disposal	-	-	-	-	-	-	-	0.0%
Totals		92,475	92,475	92,475					0.0%
MOBILE MATERIALS & SUPPLIES									
504011	Fuels & Lubricants - Non Rev Veh	-	-	-	-	-	-	-	0.0%
504012	Fuels & Lubricants - Rev Veh	-	-	-	-	-	-	-	0.0%
504021	Tires & Tubes	-	-	-	-	-	-	-	0.0%
504161	Other Mobile Supplies	-	-	-	-	-	-	-	0.0%
504191	Rev Vehicle Parts	-	-	-	-	-	-	-	0.0%
Totals		-	-	-					0.0%

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

ACCOUNT	FINAL BUDGET FY14	REVISED BUDGET FY14 FALL	% CHANGE	FINAL BUDG FY13 REV BUDG FY14	\$ CHANGE	FINAL BUDG FY13 REV BUDG FY14
OTHER MATERIALS & SUPPLIES						
504205 Freight Out	-	-		-	-	0.0%
504211 Postage & Mailing	500	500		-	-	0.0%
504214 Promotional Items	-	-		-	-	0.0%
504215 Printing	-	-		-	-	0.0%
504217 Photo Supp/Process	-	-		-	-	0.0%
504311 Office Supplies	-	-		-	-	0.0%
504315 Safety Supplies	-	-		-	-	0.0%
504317 Cleaning Supplies	-	-		-	-	0.0%
504409 Repair/Maint Supplies	-	-		-	-	0.0%
504417 Tenant Repairs	-	-		-	-	0.0%
504421 Non-Inventory Parts	-	-		-	-	0.0%
504511 Small Tools	-	-		-	-	0.0%
504515 Employee Tool Replacement	-	-		-	-	0.0%
Totals	500	500		500	-	0.0%
UTILITIES						
505011 Gas & Electric	-	-		-	-	0.0%
505021 Water & Garbage	-	-		-	-	0.0%
505031 Telecommunications	-	-		-	-	0.0%
Totals	-	-		-	-	0.0%
CASUALTY & LIABILITY						
506011 Insurance - Property	-	-		-	-	0.0%
506015 Insurance - PL/PD	-	-		-	-	0.0%
506021 Insurance - Other	-	-		-	-	0.0%
506123 Settlement Costs	-	-		-	-	0.0%
506127 Repairs - District Prop	-	-		-	-	0.0%
Totals	-	-		-	-	0.0%

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

ACCOUNT	FINAL BUDGET FY14	REVISED BUDGET FY14 FALL	% CHANGE	FINAL BUDG FY13	\$ CHANGE
				REV BUDG FY14	REV BUDG FY14
TAXES					
507051 Fuel Tax	-	-	0.0%	-	-
507201 Licenses & Permits	-	-	0.0%	-	-
507999 Other Taxes	-	-	0.0%	-	-
Totals	-	-	0.0%	-	-
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	-
Totals	-	-	0.0%	-	-
MISC EXPENSE					
509011 Dues/Subscriptions	300	300	0.0%	-	-
509081 Advertising - District Promo	-	-	0.0%	-	-
509101 Employee Incentive Program	-	-	0.0%	-	-
509121 Employee Training	-	-	0.0%	-	-
509122 BOD Travel	-	-	0.0%	-	-
509123 Travel	-	-	0.0%	-	-
509125 Local Meeting Expense	100	100	0.0%	-	-
509127 Board Director Fees	-	-	0.0%	-	-
509150 Contributions	-	-	0.0%	-	-
509198 Cash Over/Short	-	-	0.0%	-	-
Totals	400	400	0.0%	-	-
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	-
512061 Equipment Rental	-	-	0.0%	-	-
Totals	-	-	0.0%	-	-
PERSONNEL TOTAL	626,462	620,371	-1.0%	(6,091)	(6,091)
NON-PERSONNEL TOTAL	93,375	93,375	0.0%	-	-
DEPARTMENT TOTALS	719,837	713,746	-0.8%	(6,091)	(6,091)

INFORMATION TECHNOLOGY DEPARTMENT 1500

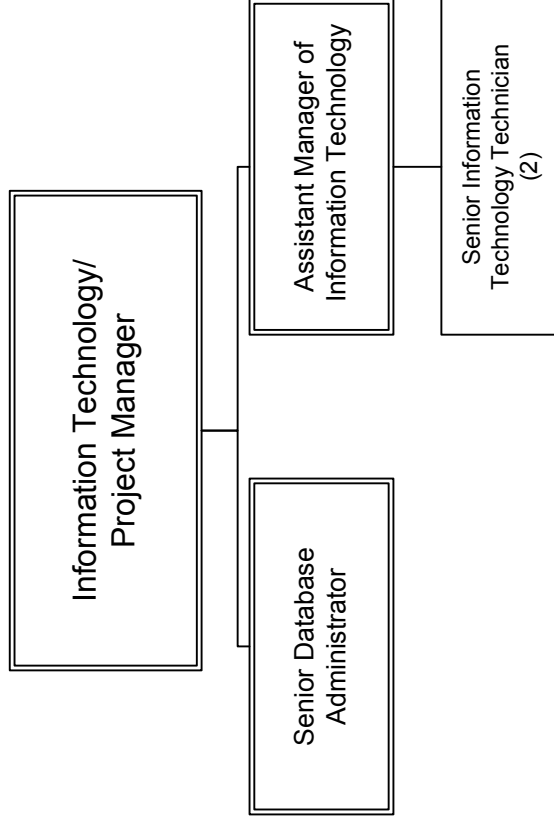
MAJOR FUNCTIONS OF THE DEPARTMENT

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

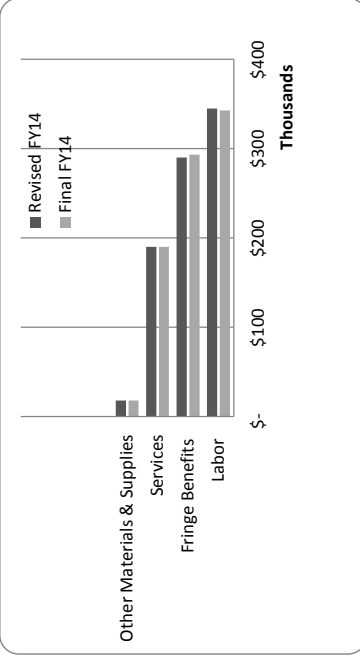


FY14 REVISED OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Information Technology - 1500

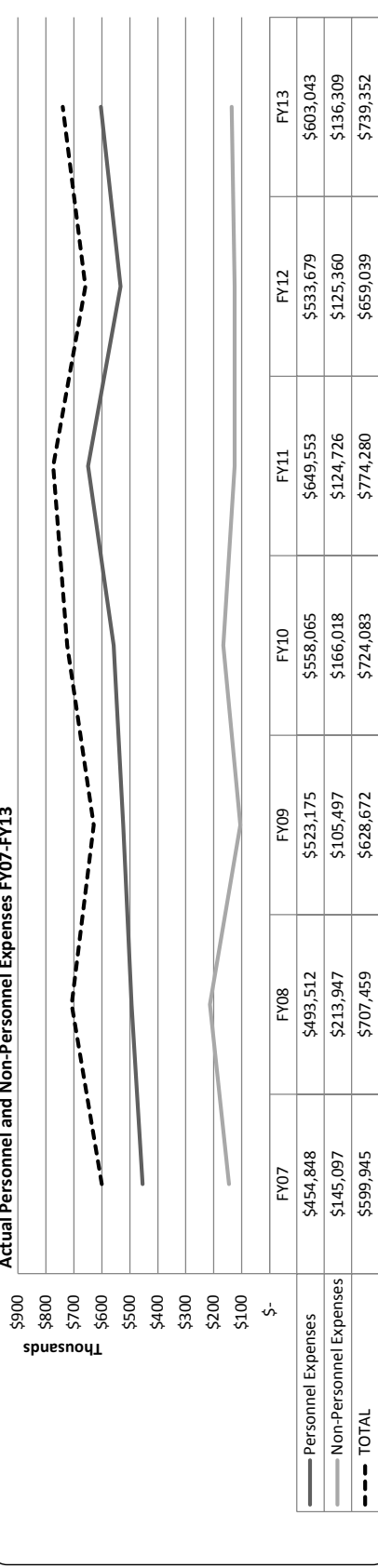
Position Title	Authorized	Funded	Authorized	Funded
	FY 14 Final	FY 14 Final	FY 14 Revised	FY 14 Revised
Information Technology/Project Manager	1.00	1.00	1.00	1.00
Asst Manager of Information Technology	1.00	1.00	1.00	1.00
Database Administrator/Sr	1.00	1.00	1.00	1.00
Systems Administrator/Sr	1.00	0.00	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

	Final Budget FY14	Revised Budget FY14	Var \$	Var %
Personnel Expenses:				
Labor	\$ 342,665	\$ 344,614	\$ 1,949	0.57%
Fringe Benefits	\$ 293,004	\$ 290,048	\$ (2,955)	-1.01%
	\$ 635,669	\$ 634,662	\$ (1,006)	-0.16%
Non-Personnel Expenses:				
Services	\$ 189,910	\$ 189,910	\$ -	0.00%
Other Materials & Supplies	\$ 18,000	\$ 18,000	\$ -	0.00%
	\$ 207,910	\$ 207,910	\$ -	0.00%
Total Expenses:	\$ 843,579	\$ 842,572	\$ (1,006)	-0.12%



Actual Personnel and Non-Personnel Expenses FY07-FY13



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

ACCOUNT	FINAL BUDGET FY14	REVISED BUDGET FY14 FALL	% CHANGE FINAL BUDG FY13 REV BUDG FY14	\$ CHANGE FINAL BUDG FY13 REV BUDG FY14
LABOR				
501011 Bus Operator Pay	-	-	0.0%	-
501013 Bus Operator OT	-	-	0.0%	-
501021 Other Salaries	341,242	343,192	0.6%	1,949
501023 Other OT	1,423	1,423	0.0%	(0)
Totals	342,665	344,614	0.6%	1,949
FRINGE BENEFITS				
502011 Medicare/Soc. Sec.	6,239	6,267	0.5%	28
502021 Retirement	82,151	82,139	0.0%	(12)
502031 Medical Ins	74,032	72,518	-2.0%	(1,513)
502041 Dental Ins	6,747	5,540	-17.9%	(1,207)
502045 Vision Ins	1,360	1,281	-5.8%	(79)
502051 Life Ins/AD&D	782	763	-2.4%	(19)
502060 State Disability Ins (SDI)	4,159	3,992	-4.0%	(167)
502061 Long Term Disability Ins	3,599	3,501	-2.7%	(98)
502071 State Unemployment Ins (SUI)	1,303	1,071	-17.8%	(232)
502081 Worker's Comp Ins	19,994	20,378	1.9%	384
502101 Holiday Pay	13,119	13,117	0.0%	(2)
502103 Floating Holiday	12,688	12,687	0.0%	(1)
502109 Sick Leave	19,678	19,675	0.0%	(3)
502111 Annual Leave	39,057	39,051	0.0%	(5)
502121 Other Paid Absence	3,075	3,074	0.0%	(0)
502251 Phys. Exams	-	-	0.0%	-
502253 Driver Lic Renewal	-	-	0.0%	-
502999 Other Fringe Benefits	5,022	4,994	-0.6%	(28)
Totals	293,004	290,048	-1.0%	(2,955)

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

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

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

ACCOUNT	FINAL	REVISED	% CHANGE		\$ CHANGE	
	BUDGET FY14	BUDGET FY14 FALL	FINAL BUDG FY14	FINAL BUDG FY13	FINAL BUDG FY14	FINAL BUDG FY13
OTHER MATERIALS & SUPPLIES						
504205 Freight Out	-	-	-	-	-	-
504211 Postage & Mailing	-	-	-	-	-	-
504214 Promotional Items	-	-	-	-	-	-
504215 Printing	-	-	-	-	-	-
504217 Photo Supp/Process	-	-	-	-	-	-
504311 Office Supplies	18,000	18,000	-	-	-	-
504315 Safety Supplies	-	-	-	-	-	-
504317 Cleaning Supplies	-	-	-	-	-	-
504409 Repair/Maint Supplies	-	-	-	-	-	-
504417 Tenant Repairs	-	-	-	-	-	-
504421 Non-Inventory Parts	-	-	-	-	-	-
504511 Small Tools	-	-	-	-	-	-
504515 Employee Tool Replacement	-	-	-	-	-	-
Totals	18,000	18,000	0.0%	0.0%	-	-
UTILITIES						
505011 Gas & Electric	-	-	-	-	-	-
505021 Water & Garbage	-	-	-	-	-	-
505031 Telecommunications	-	-	-	-	-	-
Totals	-	-	0.0%	0.0%	-	-
CASUALTY & LIABILITY						
506011 Insurance - Property	-	-	-	-	-	-
506015 Insurance - PL/PD	-	-	-	-	-	-
506021 Insurance - Other	-	-	-	-	-	-
506123 Settlement Costs	-	-	-	-	-	-
506127 Repairs - District Prop	-	-	-	-	-	-
Totals	-	-	0.0%	0.0%	-	-

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

ACCOUNT	FINAL BUDGET FY14	REVISED BUDGET FY14 FALL	% CHANGE FINAL BUDG FY13 REV BUDG FY14	\$ CHANGE FINAL BUDG FY13 REV BUDG FY14
TAXES				
507051 Fuel Tax	-	-	0.0%	-
507201 Licenses & Permits	-	-	0.0%	-
507999 Other Taxes	-	-	0.0%	-
Totals	-	-	0.0%	-
PURCHASED TRANS.				
503406 Contract/Paratransit	-	-	0.0%	-
Totals	-	-	0.0%	-
MISC EXPENSE				
509011 Dues/Subscriptions	-	-	0.0%	-
509081 Advertising - District Promo	-	-	0.0%	-
509101 Employee Incentive Program	-	-	0.0%	-
509121 Employee Training	-	-	0.0%	-
509122 BOD Travel	-	-	0.0%	-
509123 Travel	-	-	0.0%	-
509125 Local Meeting Expense	-	-	0.0%	-
509127 Board Director Fees	-	-	0.0%	-
509150 Contributions	-	-	0.0%	-
509198 Cash Over/Short	-	-	0.0%	-
Totals	-	-	0.0%	-
LEASES & RENTALS				
512011 Facility Lease	-	-	0.0%	-
512061 Equipment Rental	-	-	0.0%	-
Totals	-	-	0.0%	-
PERSONNEL TOTAL	635,669	634,662	-0.2%	(1,006)
NON-PERSONNEL TOTAL	207,910	207,910	0.0%	-
DEPARTMENT TOTALS	843,579	842,572	-0.1%	(1,006)

**DISTRICT COUNSEL
1700**

MAJOR FUNCTIONS OF THE DEPARTMENT

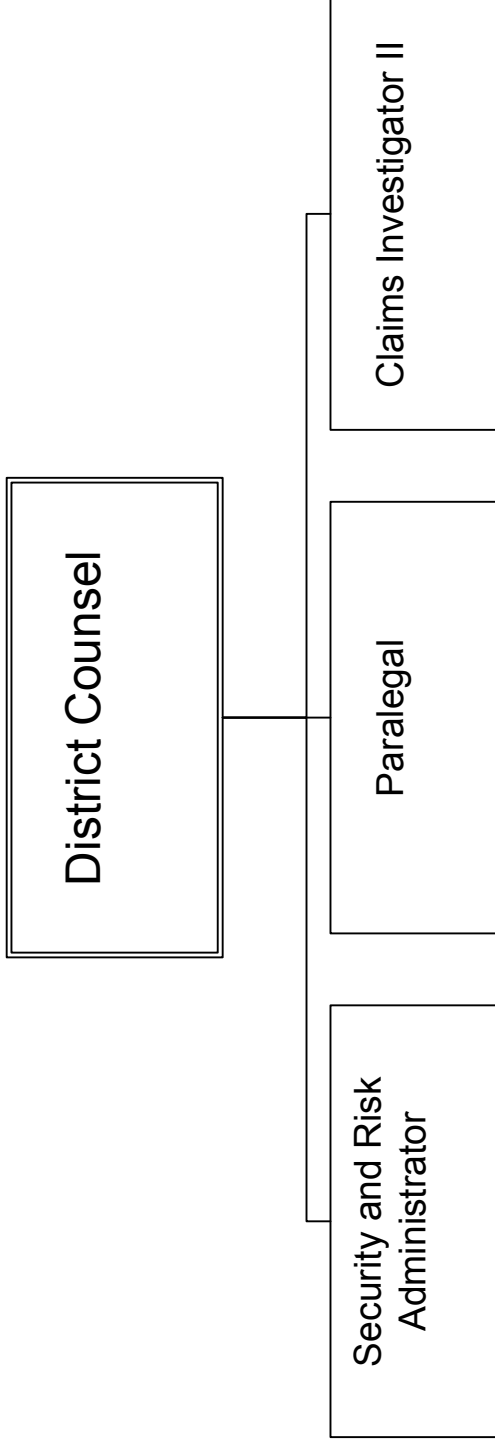
The Legal Department under the direction of the General Counsel performs the following major activities and services:

- 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

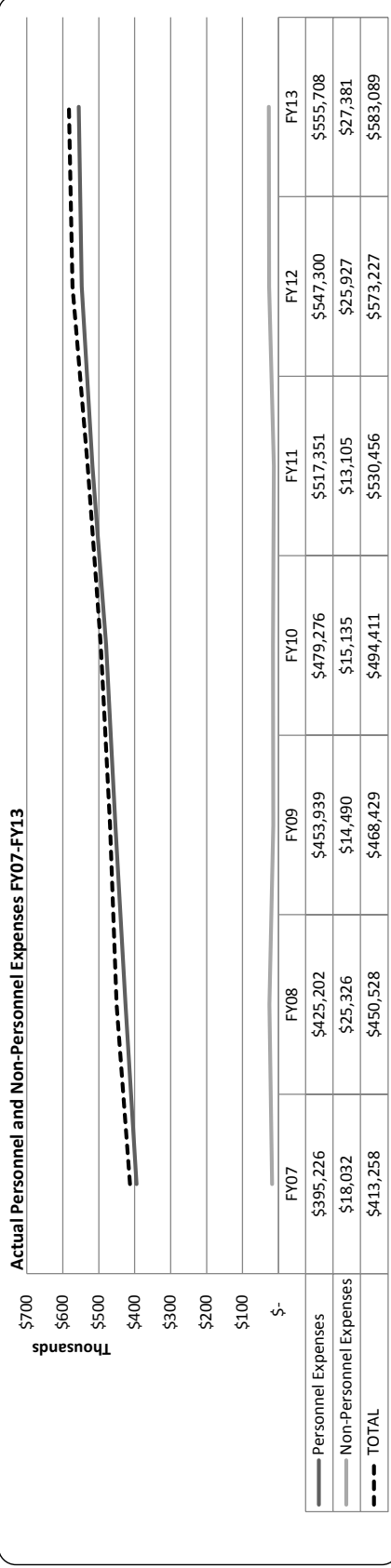
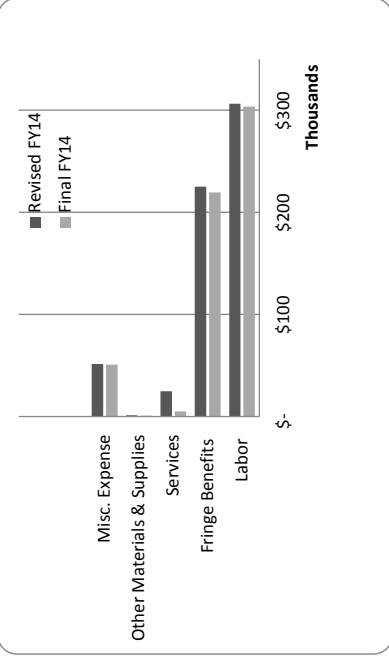


FY14 REVISED OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
District Counsel - 1700

Position Title	Authorized		Funded	
	FY 14 Final	FY 14 Revised	FY 14 Final	FY 14 Revised
District Counsel	1.00	1.00	1.00	1.00
Claims Investigator II	1.00	1.00	1.00	0.00
Paralegal	2.00	2.00	2.00	2.00
Security and Risk Administrator	0.00	1.00	0.00	1.00
Total Full-Time Equivalents (FTEs)	4.00	5.00	4.00	4.00

District Counsel 1700

	Final Budget FY14	Revised Budget FY14	Var.\$	Var %
Personnel Expenses:				
Labor	\$ 303,419	\$ 306,520	\$ 3,101	1.02%
Fringe Benefits	\$ 219,460	\$ 225,298	\$ 5,838	2.66%
	\$ 522,880	\$ 531,818	\$ 8,939	1.71%
Non-Personnel Expenses:				
Services	\$ 5,000	\$ 25,000	\$ 20,000	400.00%
Other Materials & Supplies	\$ 1,000	\$ 1,500	\$ 500	50.00%
Misc. Expense	\$ 51,000	\$ 51,660	\$ 660	1.29%
	\$ 57,000	\$ 78,160	\$ 21,160	37.12%
Total Expenses:	\$ 579,880	\$ 609,978	\$ 30,099	5.19%



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

District Counsel - 1700

ACCOUNT	FINAL BUDGET FY14	REVISED BUDGET FY14 FALL	% CHANGE FINAL BUDG FY13 REV BUDG FY14	\$ CHANGE FINAL BUDG FY13 REV BUDG FY14
LABOR				
501011 Bus Operator Pay	-	-	0.0%	-
501013 Bus Operator OT	-	-	0.0%	-
501021 Other Salaries	303,301	306,401	1.0%	3,099
501023 Other OT	118	119	1.0%	1
Totals	303,419	306,520	1.0%	3,101
FRINGE BENEFITS				
502011 Medicare/Soc. Sec.	5,416	5,524	2.0%	108
502021 Retirement	70,404	71,841	2.0%	1,436
502031 Medical Ins	43,295	41,828	-3.4%	(1,467)
502041 Dental Ins	3,418	3,251	-4.9%	(167)
502045 Vision Ins	1,360	1,281	-5.8%	(79)
502051 Life Ins/AD&D	578	656	13.5%	78
502060 State Disability Ins (SDI)	3,252	3,209	-1.3%	(43)
502061 Long Term Disability Ins	2,410	2,409	-0.1%	(2)
502071 State Unemployment Ins (SUI)	1,159	952	-17.8%	(207)
502081 Worker's Comp Ins	15,995	16,303	1.9%	308
502101 Holiday Pay	11,182	11,457	2.5%	275
502103 Floating Holiday	6,500	9,106	40.1%	2,607
502109 Sick Leave	16,773	17,186	2.5%	413
502111 Annual Leave	33,017	34,014	3.0%	997
502121 Other Paid Absence	2,621	2,685	2.5%	64
502251 Phys. Exams	-	-	0.0%	-
502253 Driver Lic Renewal	-	-	0.0%	-
502999 Other Fringe Benefits	2,081	3,597	72.8%	1,516
Totals	219,460	225,298	2.7%	5,838

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

District Counsel - 1700

ACCOUNT	FINAL BUDGET FY14	REVISED BUDGET FY14 FALL	% CHANGE		\$ CHANGE	
			FINAL BUDG FY13 REV BUDG FY14	FINAL BUDG FY13 REV BUDG FY14	FINAL BUDG FY13 REV BUDG FY14	FINAL BUDG FY13 REV BUDG FY14
SERVICES						
503011 Accting/Audit Fees	-	-	-	0.0%	-	-
503012 Admin/Bank Fees	-	-	-	0.0%	-	-
503031 Prof/Technical Fees	-	-	-	0.0%	-	-
503032 Legislative Services	-	-	-	0.0%	-	-
503033 Legal Services	5,000	25,000	400.0%		20,000	
503034 Pre-Employment Exams	-	-	-	0.0%	-	-
503041 Temp Help	-	-	-	0.0%	-	-
503161 Custodial Services	-	-	-	0.0%	-	-
503162 Uniforms/Laundry	-	-	-	0.0%	-	-
503171 Security Services	-	-	-	0.0%	-	-
503221 Classified/Legal Ads	-	-	-	0.0%	-	-
503222 Legal Ads	-	-	-	0.0%	-	-
503225 Graphic Services	-	-	-	0.0%	-	-
503351 Repair - Bldg & Impr	-	-	-	0.0%	-	-
503352 Repair - Equipment	-	-	-	0.0%	-	-
503353 Repair - Rev Vehicle	-	-	-	0.0%	-	-
503354 Repair - Non Rev Vehicle	-	-	-	0.0%	-	-
503363 Haz Mat Disposal	-	-	-	0.0%	-	-
Totals	5,000	25,000	400.0%		20,000	
MOBILE MATERIALS & SUPPLIES						
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	0.0%	-	-
504012 Fuels & Lubricants - Rev Veh	-	-	-	0.0%	-	-
504021 Tires & Tubes	-	-	-	0.0%	-	-
504161 Other Mobile Supplies	-	-	-	0.0%	-	-
504191 Rev Vehicle Parts	-	-	-	0.0%	-	-
Totals	-	-	0.0%		-	

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

District Counsel - 1700

ACCOUNT	FINAL BUDGET FY14	REVISED BUDGET FY14 FALL	% CHANGE	FINAL BUDG FY13	\$ CHANGE
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	-
504211 Postage & Mailing	-	-	0.0%	-	-
504214 Promotional Items	-	-	0.0%	-	-
504215 Printing	-	-	0.0%	-	-
504217 Photo Supp/Process	-	-	0.0%	-	-
504311 Office Supplies	1,000	1,500	50.0%	500	500
504315 Safety Supplies	-	-	0.0%	-	-
504317 Cleaning Supplies	-	-	0.0%	-	-
504409 Repair/Maint Supplies	-	-	0.0%	-	-
504417 Tenant Repairs	-	-	0.0%	-	-
504421 Non-Inventory Parts	-	-	0.0%	-	-
504511 Small Tools	-	-	0.0%	-	-
504515 Employee Tool Replacement	-	-	0.0%	-	-
Totals	1,000	1,500	50.0%		500
UTILITIES					
505011 Gas & Electric	-	-	0.0%	-	-
505021 Water & Garbage	-	-	0.0%	-	-
505031 Telecommunications	-	-	0.0%	-	-
Totals	-	-	0.0%		-
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	-
506015 Insurance - PL/PD	-	-	0.0%	-	-
506021 Insurance - Other	-	-	0.0%	-	-
506123 Settlement Costs	-	-	0.0%	-	-
506127 Repairs - District Prop	-	-	0.0%	-	-
Totals	-	-	0.0%		-

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

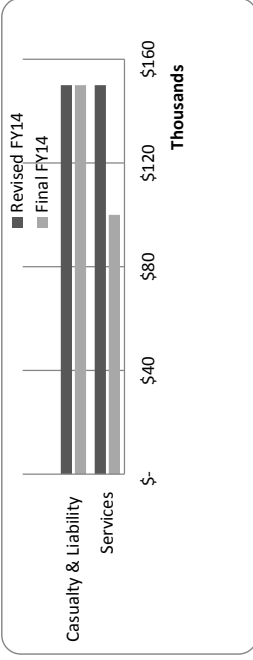
District Counsel - 1700

ACCOUNT	FINAL BUDGET FY14	REVISED BUDGET FY14 FALL	% CHANGE	FINAL BUDG FY13	\$ CHANGE
				REV BUDG FY14	REV BUDG FY14
TAXES					
507051 Fuel Tax	-	-	0.0%	-	-
507201 Licenses & Permits	-	-	0.0%	-	-
507999 Other Taxes	-	-	0.0%	-	-
Totals	-	-	0.0%	-	-
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	-
Totals	-	-	0.0%	-	-
MISC EXPENSE					
509011 Dues/Subscriptions	12,000	12,660	5.5%	660	660
509081 Advertising - District Promo	-	-	0.0%	-	-
509101 Employee Incentive Program	-	-	0.0%	-	-
509121 Employee Training	37,000	37,000	0.0%	-	-
509122 BOD Travel	-	-	0.0%	-	-
509123 Travel	2,000	2,000	0.0%	-	-
509125 Local Meeting Expense	-	-	0.0%	-	-
509127 Board Director Fees	-	-	0.0%	-	-
509150 Contributions	-	-	0.0%	-	-
509198 Cash Over/Short	-	-	0.0%	-	-
Totals	51,000	51,660	1.3%	660	660
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	-
512061 Equipment Rental	-	-	0.0%	-	-
Totals	-	-	0.0%	-	-
PERSONNEL TOTAL	522,880	531,818	1.7%	8,939	8,939
NON-PERSONNEL TOTAL	57,000	78,160	37.1%	21,160	21,160
DEPARTMENT TOTALS	579,880	609,978	5.2%	30,099	30,099

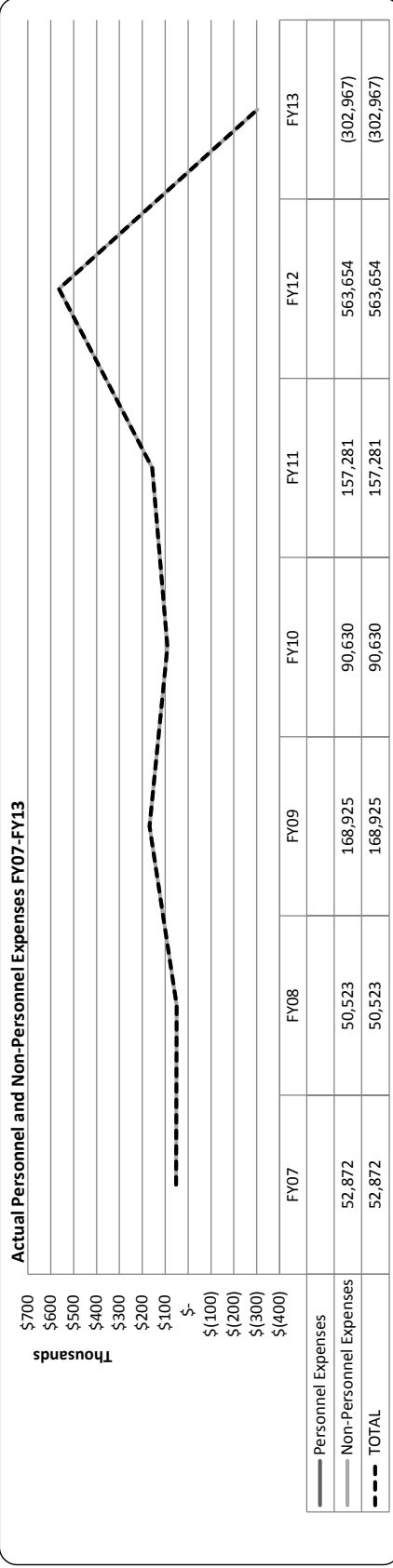
RISK MANAGEMENT - 1800

Risk Management 1800

	Final Budget FY14	Revised Budget FY14	Var \$	Var %
Non-Personnel Expenses:				
Services	\$ 100,000	\$ 150,000	\$ 50,000	50.00%
Casualty & Liability	\$ 150,000	\$ 150,000	-	0.00%
	\$ 250,000	\$ 300,000	\$ 50,000	20.00%
Total Expenses:	\$ 250,000	\$ 300,000	\$ 50,000	20.00%



Actual Personnel and Non-Personnel Expenses FY07-FY13



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

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

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

ACCOUNT	FINAL	REVISED	% CHANGE		\$ CHANGE	
	BUDGET FY14	BUDGET FY14 FALL	FINAL BUDG FY14	FINAL BUDG FY13	FINAL BUDG FY14	FINAL BUDG FY13
SERVICES						
503011 Accting/Audit Fees	-	-	-	0.0%	-	-
503012 Admin/Bank Fees	-	-	-	0.0%	-	-
503031 Prof/Technical Fees	50,000	50,000	-	0.0%	-	-
503032 Legislative Services	-	-	-	0.0%	-	-
503033 Legal Services	50,000	100,000	100.0%	-	50,000	-
503034 Pre-Employment Exams	-	-	-	0.0%	-	-
503041 Temp Help	-	-	-	0.0%	-	-
503161 Custodial Services	-	-	-	0.0%	-	-
503162 Uniforms/Laundry	-	-	-	0.0%	-	-
503171 Security Services	-	-	-	0.0%	-	-
503221 Classified/Legal Ads	-	-	-	0.0%	-	-
503222 Legal Ads	-	-	-	0.0%	-	-
503225 Graphic Services	-	-	-	0.0%	-	-
503351 Repair - Bldg & Impr	-	-	-	0.0%	-	-
503352 Repair - Equipment	-	-	-	0.0%	-	-
503353 Repair - Rev Vehicle	-	-	-	0.0%	-	-
503354 Repair - Non Rev Vehicle	-	-	-	0.0%	-	-
503363 Haz Mat Disposal	-	-	-	0.0%	-	-
Totals	100,000	150,000	50.0%		50,000	
MOBILE MATERIALS & SUPPLIES						
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	0.0%	-	-
504012 Fuels & Lubricants - Rev Veh	-	-	-	0.0%	-	-
504021 Tires & Tubes	-	-	-	0.0%	-	-
504161 Other Mobile Supplies	-	-	-	0.0%	-	-
504191 Rev Vehicle Parts	-	-	-	0.0%	-	-
Totals	-	-	0.0%		-	

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

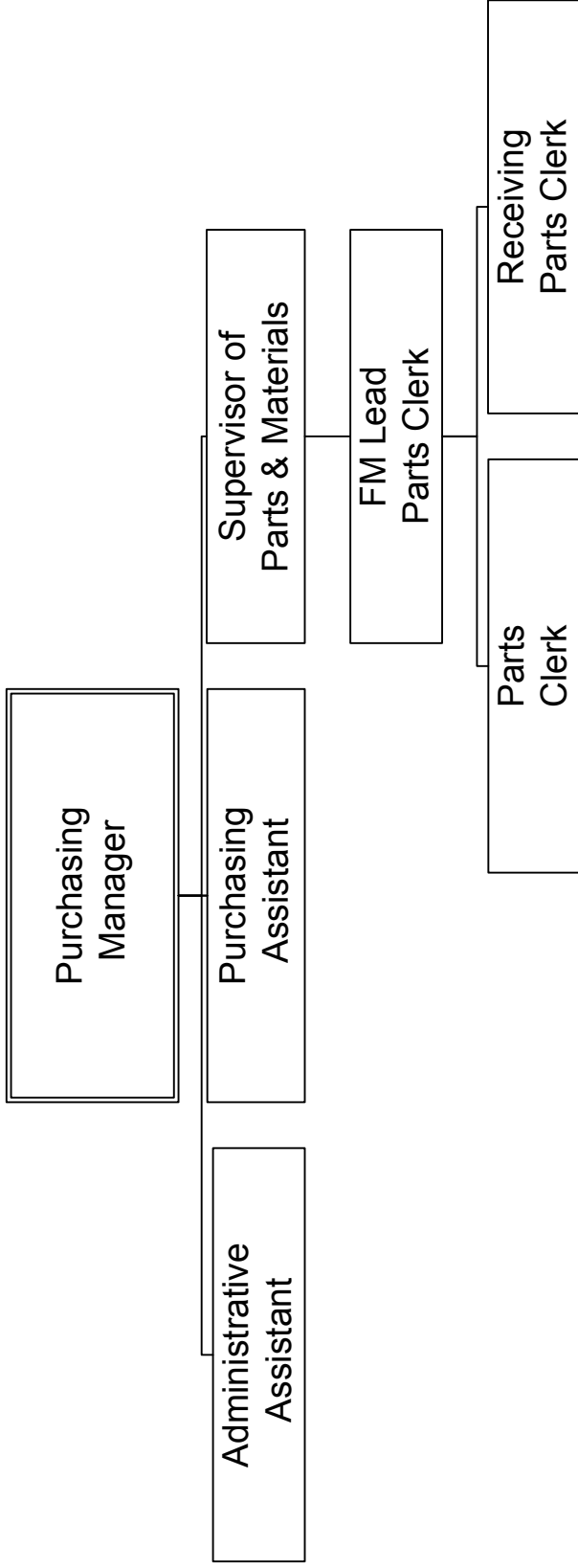
ACCOUNT	FINAL	REVISED	% CHANGE		\$ CHANGE	
	BUDGET FY14	BUDGET FY14 FALL	FINAL BUDG FY14	FINAL BUDG FY13	FINAL BUDG FY14	FINAL BUDG FY13
OTHER MATERIALS & SUPPLIES						
504205 Freight Out	-	-	0.0%	-	-	-
504211 Postage & Mailing	-	-	0.0%	-	-	-
504214 Promotional Items	-	-	0.0%	-	-	-
504215 Printing	-	-	0.0%	-	-	-
504217 Photo Suppl/Process	-	-	0.0%	-	-	-
504311 Office Supplies	-	-	0.0%	-	-	-
504315 Safety Supplies	-	-	0.0%	-	-	-
504317 Cleaning Supplies	-	-	0.0%	-	-	-
504409 Repair/Maint Supplies	-	-	0.0%	-	-	-
504417 Tenant Repairs	-	-	0.0%	-	-	-
504421 Non-Inventory Parts	-	-	0.0%	-	-	-
504511 Small Tools	-	-	0.0%	-	-	-
504515 Employee Tool Replacement	-	-	0.0%	-	-	-
Totals	-	-	0.0%	-	-	-
UTILITIES						
505011 Gas & Electric	-	-	0.0%	-	-	-
505021 Water & Garbage	-	-	0.0%	-	-	-
505031 Telecommunications	-	-	0.0%	-	-	-
Totals	-	-	0.0%	-	-	-
CASUALTY & LIABILITY						
506011 Insurance - Property	-	-	0.0%	-	-	-
506015 Insurance - PL/PD	-	-	0.0%	-	-	-
506021 Insurance - Other	-	-	0.0%	-	-	-
506123 Settlement Costs	150,000	150,000	0.0%	-	-	-
506127 Repairs - District Prop	-	-	0.0%	-	-	-
Totals	150,000	150,000	0.0%	-	-	-

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

ACCOUNT	FINAL	REVISED	% CHANGE		\$ CHANGE	
	BUDGET FY14	BUDGET FY14 FALL	FINAL BUDG FY14	REV BUDG FY14	FINAL BUDG FY13	REV BUDG FY14
TAXES						
507051 Fuel Tax	-	-	-	0.0%	-	-
507201 Licenses & Permits	-	-	-	0.0%	-	-
507999 Other Taxes	-	-	-	0.0%	-	-
Totals	-	-	-	0.0%	-	-
PURCHASED TRANS.						
503406 Contract/Paratransit	-	-	-	0.0%	-	-
Totals	-	-	-	0.0%	-	-
MISC EXPENSE						
509011 Dues/Subscriptions	-	-	-	0.0%	-	-
509081 Advertising - District Promo	-	-	-	0.0%	-	-
509101 Employee Incentive Program	-	-	-	0.0%	-	-
509121 Employee Training	-	-	-	0.0%	-	-
509122 BOD Travel	-	-	-	0.0%	-	-
509123 Travel	-	-	-	0.0%	-	-
509125 Local Meeting Expense	-	-	-	0.0%	-	-
509127 Board Director Fees	-	-	-	0.0%	-	-
509150 Contributions	-	-	-	0.0%	-	-
509198 Cash Over/Short	-	-	-	0.0%	-	-
Totals	-	-	-	0.0%	-	-
LEASES & RENTALS						
512011 Facility Lease	-	-	-	0.0%	-	-
512061 Equipment Rental	-	-	-	0.0%	-	-
Totals	-	-	-	0.0%	-	-
PERSONNEL TOTAL						
	-	-	-	0.0%	-	-
NON-PERSONNEL TOTAL						
	250,000	300,000	20.0%	20.0%	50,000	50,000
DEPARTMENT TOTALS						
	250,000	300,000	20.0%	20.0%	50,000	50,000

PURCHASING - 1900

Purchasing 1900

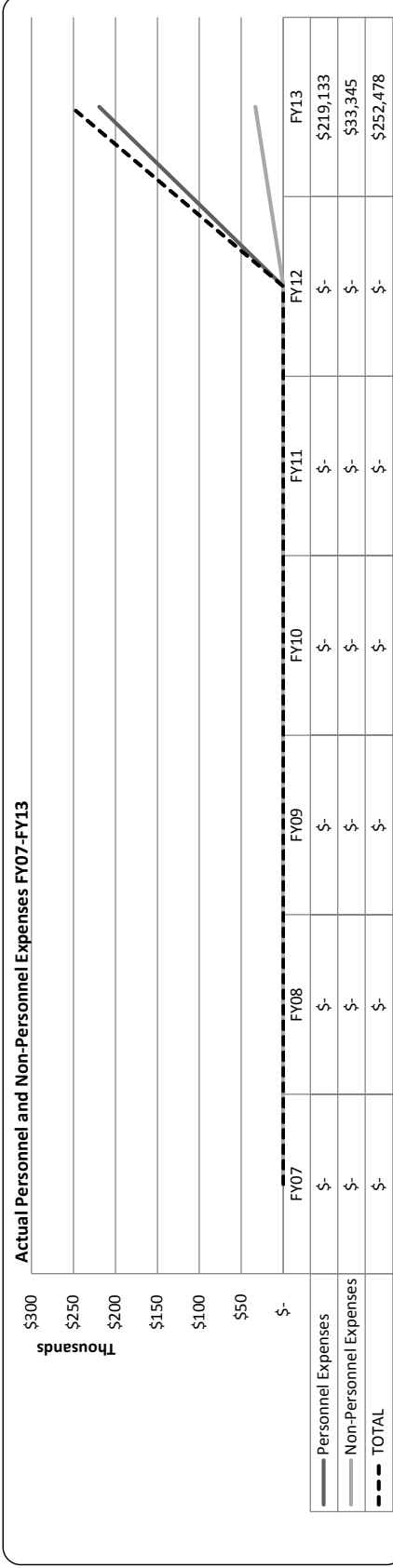
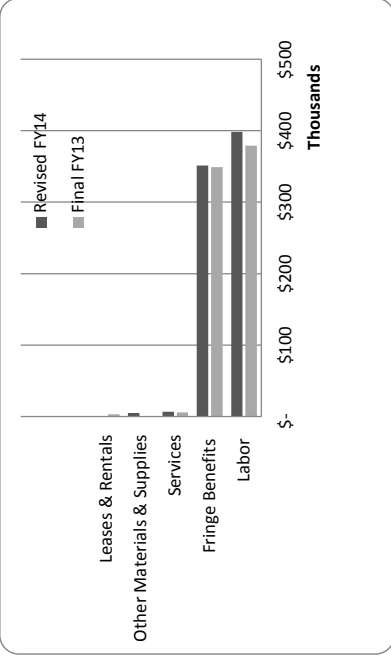


FY14 REVISED OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Purchasing - 1900

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

Purchasing 1900

	Final Budget FY14	Revised Budget FY14	Var.\$	Var %
Personnel Expenses:				
Labor	\$ 378,895	\$ 398,191	\$ 19,296	5.09%
Fringe Benefits	\$ 348,891	\$ 351,216	\$ 2,325	0.67%
	\$ 727,786	\$ 749,407	\$ 21,621	2.97%
Non-Personnel Expenses:				
Services	\$ 5,800	\$ 6,650	\$ 850	14.66%
Other Materials & Supplies	\$ 800	\$ 5,000	\$ 4,200	525.00%
Leases & Rentals	\$ 3,132	\$ 500	\$ (2,632)	-84.04%
	\$ 9,732	\$ 12,150	\$ 2,418	24.85%
Total Expenses:	\$ 737,518	\$ 761,557	\$ 24,039	3.26%



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

ACCOUNT	FINAL BUDGET FY14	REVISED BUDGET FY14 FALL	% CHANGE FINAL BUDG FY13 REV BUDG FY14	\$ CHANGE FINAL BUDG FY13 REV BUDG FY14
LABOR				
501011 Bus Operator Pay	-	-	0.0%	-
501013 Bus Operator OT	-	-	0.0%	-
501021 Other Salaries	368,510	387,662	5.2%	19,152
501023 Other OT	10,385	10,529	1.4%	145
Totals	378,895	398,191	5.1%	19,296
FRINGE BENEFITS				
502011 Medicare/Soc. Sec.	6,744	7,036	4.3%	293
502021 Retirement	86,748	87,521	0.9%	773
502031 Medical Ins	115,493	116,621	1.0%	1,128
502041 Dental Ins	10,018	9,529	-4.9%	(489)
502045 Vision Ins	2,379	2,241	-5.8%	(138)
502051 Life Ins/AD&D	939	897	-4.5%	(43)
502060 State Disability Ins (SDI)	4,744	4,648	-2.0%	(97)
502061 Long Term Disability Ins	3,423	3,324	-2.9%	(100)
502071 State Unemployment Ins (SUI)	2,027	1,666	-17.8%	(361)
502081 Worker's Comp Ins	27,991	28,530	1.9%	539
502101 Holiday Pay	13,853	13,976	0.9%	124
502103 Floating Holiday	3,980	3,980	0.0%	-
502109 Sick Leave	20,779	20,964	0.9%	185
502111 Annual Leave	44,347	44,872	1.2%	525
502121 Other Paid Absence	3,247	3,276	0.9%	29
502251 Phys. Exams	-	-	0.0%	-
502253 Driver Lic Renewal	-	-	0.0%	-
502999 Other Fringe Benefits	2,179	2,136	-2.0%	(44)
Totals	348,891	351,216	0.7%	2,325

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

ACCOUNT	FINAL BUDGET		REVISED BUDGET		% CHANGE		\$ CHANGE	
	FY14	FY14	FY14 FALL	FY14	FINAL BUDG FY13	FINAL BUDG FY14	FINAL BUDG FY13	REV BUDG FY14
SERVICES								
503011	-	-	-	-	-	-	0.0%	-
503012	-	-	-	-	-	-	0.0%	-
503031	-	-	-	-	-	-	0.0%	-
503032	-	-	-	-	-	-	0.0%	-
503033	-	-	-	-	-	-	0.0%	-
503034	-	-	-	-	-	-	0.0%	-
503041	-	-	-	-	-	-	0.0%	-
503161	-	-	-	-	-	-	0.0%	-
503162	-	-	850	850	-	-	100.0%	850
503171	-	-	-	-	-	-	0.0%	-
503221	4,000	4,000	4,000	4,000	-	-	0.0%	-
503222	-	-	-	-	-	-	0.0%	-
503225	-	-	-	-	-	-	0.0%	-
503351	-	-	-	-	-	-	0.0%	-
503352	1,800	1,800	1,800	1,800	-	-	0.0%	-
503353	-	-	-	-	-	-	0.0%	-
503354	-	-	-	-	-	-	0.0%	-
503363	-	-	-	-	-	-	0.0%	-
Totals	5,800	5,800	6,650	6,650			14.7%	850
MOBILE MATERIALS & SUPPLIES								
504011	-	-	-	-	-	-	0.0%	-
504012	-	-	-	-	-	-	0.0%	-
504021	-	-	-	-	-	-	0.0%	-
504161	-	-	-	-	-	-	0.0%	-
504191	-	-	-	-	-	-	0.0%	-
Totals	-	-	-	-			0.0%	-

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

Purchasing - 1900

ACCOUNT	FINAL BUDGET		REVISED BUDGET		% CHANGE		\$ CHANGE	
	FY14	FY14 FALL	FY14 FALL	FY14 FALL	FINAL BUDG FY13	REV BUDG FY14	FINAL BUDG FY13	REV BUDG FY14
OTHER MATERIALS & SUPPLIES								
504205 Freight Out	-	-	2,200	2,200	100.0%	100.0%	2,200	2,200
504211 Postage & Mailing	500	-	500	500	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	300	-	1,600	1,600	433.3%	433.3%	1,300	1,300
504315 Safety Supplies	-	-	200	200	100.0%	100.0%	200	200
504317 Cleaning Supplies	-	-	200	200	100.0%	100.0%	200	200
504409 Repair/Maint Supplies	-	-	300	300	100.0%	100.0%	300	300
504417 Tenant Repairs	-	-	-	-	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	-	5,000	5,000	525.0%	525.0%	4,200	4,200
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 REVISED OPERATING BUDGET
Purchasing - 1900

ACCOUNT	FINAL BUDGET FY14	REVISED BUDGET FY14 FALL	% CHANGE FINAL BUDG FY13 REV BUDG FY14	\$ CHANGE FINAL BUDG FY13 REV BUDG FY14
TAXES				
507051 Fuel Tax	-	-	0.0%	-
507201 Licenses & Permits	-	-	0.0%	-
507999 Other Taxes	-	-	0.0%	-
Totals	-	-	0.0%	-
PURCHASED TRANS.				
503406 Contract/Paratransit	-	-	0.0%	-
Totals	-	-	0.0%	-
MISC EXPENSE				
509011 Dues/Subscriptions	-	-	0.0%	-
509081 Advertising - District Promo	-	-	0.0%	-
509101 Employee Incentive Program	-	-	0.0%	-
509121 Employee Training	-	-	0.0%	-
509122 BOD Travel	-	-	0.0%	-
509123 Travel	-	-	0.0%	-
509125 Local Meeting Expense	-	-	0.0%	-
509127 Board Director Fees	-	-	0.0%	-
509150 Contributions	-	-	0.0%	-
509198 Cash Over/Short	-	-	0.0%	-
Totals	-	-	0.0%	-
LEASES & RENTALS				
512011 Facility Lease	-	-	0.0%	-
512061 Equipment Rental	3,132	500	-84.0%	(2,632)
Totals	3,132	500	-84.0%	(2,632)
PERSONNEL TOTAL	727,786	749,407	3.0%	21,621
NON-PERSONNEL TOTAL	9,732	12,150	24.8%	2,418
DEPARTMENT TOTALS	737,518	761,557	3.3%	24,039

FACILITIES MAINTENANCE DEPARTMENT

2200

MAJOR FUNCTIONS OF THE DEPARTMENT

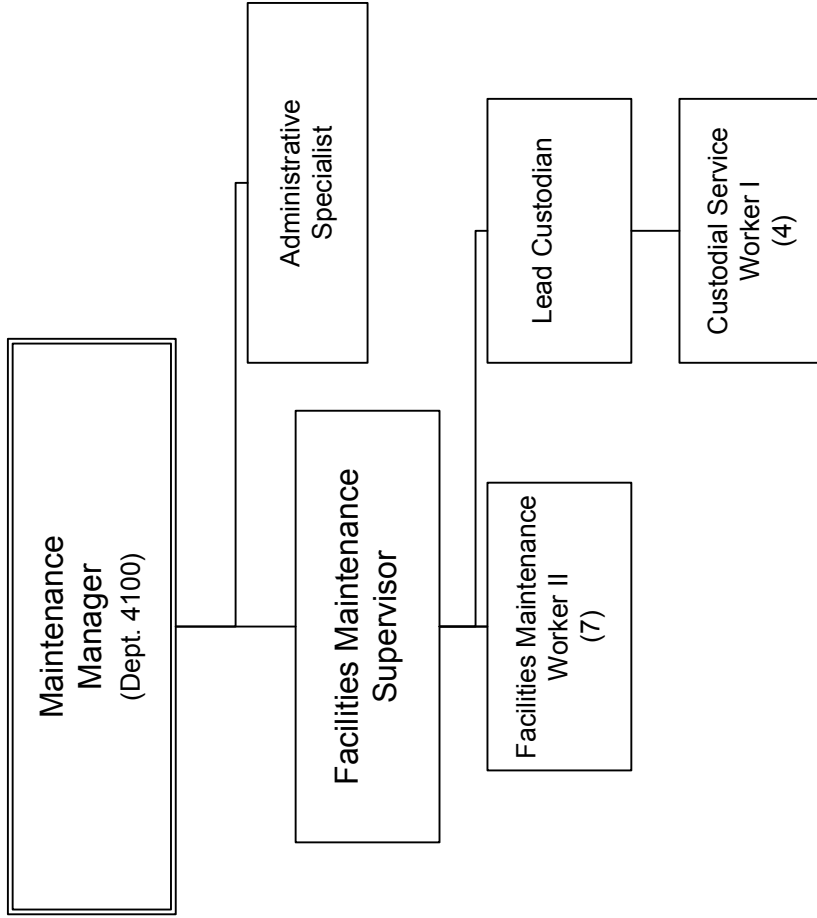
The Facilities Maintenance Department's primary mission is to provide 24-hour support to Operations and Fleet Maintenance and to provide a positive image of public transit to the community. The Facility Maintenance Department maintains seven transit facilities, three transit centers, a park and ride 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

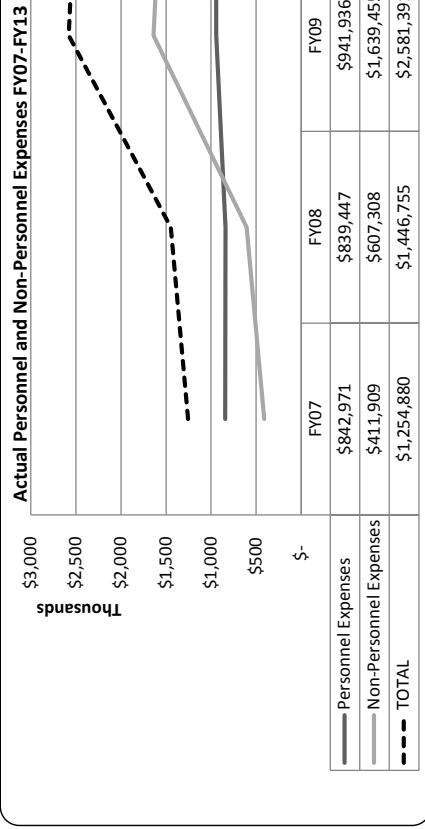
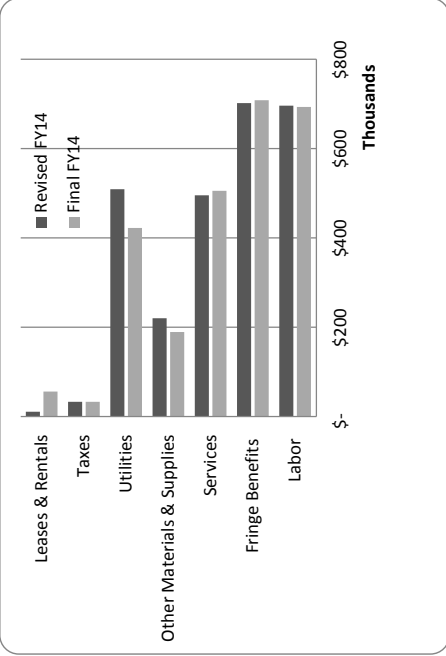


FY14 REVISED OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Facilities Maintenance - 2200

Position Title	Authorized		Funded	
	FY 14 Final	FY 14 Revised	FY 14 Final	FY 14 Revised
Facilities Maintenance Manager	1.00	1.00	0.00	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	2.00	0.00	0.00
Lead Custodian	1.00	1.00	1.00	1.00
Custodial Service Worker I	5.00	5.00	4.00	4.00
Administrative Assistant	1.00	1.00	0.00	0.00
Total Full-Time Equivalents (FTEs)	19.00	19.00	14.00	14.00

Facilities Maintenance 2200

	Final Budget FY14	Revised Budget FY14	Var \$	Var %
Personnel Expenses:				
Labor	\$ 692,969	\$ 695,829	\$ 2,860	0.41%
Fringe Benefits	\$ 708,405	\$ 701,807	\$ (6,599)	-0.93%
	\$ 1,401,374	\$ 1,397,636	\$ (3,738)	-0.27%
Non-Personnel Expenses:				
Services	\$ 505,466	\$ 495,466	\$ (10,000)	-1.98%
Other Materials & Supplies	\$ 189,420	\$ 220,420	\$ 31,000	16.37%
Utilities	\$ 422,550	\$ 509,000	\$ 86,450	20.46%
Taxes	\$ 33,000	\$ 33,000	\$ -	0.00%
Leases & Rentals	\$ 56,400	\$ 11,000	\$ (45,400)	-80.50%
	\$ 1,206,836	\$ 1,268,886	\$ 62,050	5.14%
Total Expenses:	\$ 2,608,210	\$ 2,666,522	\$ 58,312	2.24%



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

ACCOUNT	FINAL BUDGET FY14	REVISED BUDGET FY14 FALL	% CHANGE FINAL BUDG FY13 REV BUDG FY14	\$ CHANGE FINAL BUDG FY13 REV BUDG FY14
LABOR				
501011 Bus Operator Pay	-	-	0.0%	-
501013 Bus Operator OT	-	-	0.0%	-
501021 Other Salaries	649,793	652,630	0.4%	2,837
501023 Other OT	43,176	43,200	0.1%	24
Totals	692,969	695,829	0.4%	2,860
FRINGE BENEFITS				
502011 Medicare/Soc. Sec.	12,186	12,231	0.4%	45
502021 Retirement	146,587	146,691	0.1%	104
502031 Medical Ins	296,277	291,084	-1.8%	(5,194)
502041 Dental Ins	24,722	23,491	-5.0%	(1,231)
502045 Vision Ins	4,759	4,482	-5.8%	(277)
502051 Life Ins/AD&D	1,687	1,593	-5.6%	(94)
502060 State Disability Ins (SDI)	8,281	8,045	-2.8%	(236)
502061 Long Term Disability Ins	5,922	5,736	-3.1%	(186)
502071 State Unemployment Ins (SUI)	4,055	3,332	-17.8%	(723)
502081 Worker's Comp Ins	55,983	57,059	1.9%	1,076
502101 Holiday Pay	23,409	23,425	0.1%	17
502103 Floating Holiday	-	-	0.0%	-
502109 Sick Leave	35,113	35,138	0.1%	25
502111 Annual Leave	83,480	83,638	0.2%	159
502121 Other Paid Absence	5,486	5,490	0.1%	4
502251 Phys. Exams	-	-	0.0%	-
502253 Driver Lic Renewal	-	-	0.0%	-
502999 Other Fringe Benefits	459	371	-19.0%	(87)
Totals	708,405	701,807	-0.9%	(6,599)

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

ACCOUNT	FINAL	REVISED	% CHANGE		\$ CHANGE	
	BUDGET FY14	BUDGET FY14 FALL	FINAL BUDG FY14	FINAL BUDG FY13	FINAL BUDG FY13	FINAL BUDG FY14
SERVICES						
503011 Accting/Audit Fees	-	-	-	-	-	-
503012 Admin/Bank Fees	-	-	-	-	-	-
503031 Prof/Technical Fees	16,994	16,994	-	-	-	-
503032 Legislative Services	-	-	-	-	-	-
503033 Legal Services	-	-	-	-	-	-
503034 Pre-Employment Exams	-	-	-	-	-	-
503041 Temp Help	-	-	-	-	-	-
503161 Custodial Services	67,000	67,000	-	-	-	-
503162 Uniforms/Laundry	3,200	3,200	-	-	-	-
503171 Security Services	9,272	9,272	-	-	-	-
503221 Classified/Legal Ads	-	-	-	-	-	-
503222 Legal Ads	-	-	-	-	-	-
503225 Graphic Services	-	-	-	-	-	-
503351 Repair - Bldg & Impr	68,000	58,000	-14.7%	-	(10,000)	-
503352 Repair - Equipment	300,000	300,000	-	-	-	-
503353 Repair - Rev Vehicle	-	-	-	-	-	-
503354 Repair - Non Rev Vehicle	-	-	-	-	-	-
503363 Haz Mat Disposal	41,000	41,000	-	-	-	-
Totals	505,466	495,466	-2.0%		(10,000)	
MOBILE MATERIALS & SUPPLIES						
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	-	-	-
504012 Fuels & Lubricants - Rev Veh	-	-	-	-	-	-
504021 Tires & Tubes	-	-	-	-	-	-
504161 Other Mobile Supplies	-	-	-	-	-	-
504191 Rev Vehicle Parts	-	-	-	-	-	-
Totals	-	-	0.0%		-	-

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

ACCOUNT	FINAL	REVISED	% CHANGE		\$ CHANGE	
	BUDGET FY14	BUDGET FY14 FALL	FINAL BUDG FY14	REV BUDG FY14	FINAL BUDG FY13	REV BUDG FY14
OTHER MATERIALS & SUPPLIES						
504205 Freight Out	-	-	-	-	-	-
504211 Postage & Mailing	-	-	-	-	-	-
504214 Promotional Items	-	-	-	-	-	-
504215 Printing	45,000	30,000	-33.3%	-	(15,000)	-
504217 Photo Suppl/Process	-	-	0.0%	-	-	-
504311 Office Supplies	1,850	1,850	0.0%	-	-	-
504315 Safety Supplies	8,400	8,400	0.0%	-	-	-
504317 Cleaning Supplies	44,770	44,770	0.0%	-	-	-
504409 Repair/Maint Supplies	87,000	123,000	41.4%	-	36,000	-
504417 Tenant Repairs	-	10,000	100.0%	-	10,000	-
504421 Non-Inventory Parts	100	100	0.0%	-	-	-
504511 Small Tools	2,300	2,300	0.0%	-	-	-
504515 Employee Tool Replacement	-	-	0.0%	-	-	-
Totals	189,420	220,420	16.4%		31,000	
UTILITIES						
505011 Gas & Electric	242,550	290,000	19.6%	-	47,450	-
505021 Water & Garbage	115,000	149,000	29.6%	-	34,000	-
505031 Telecommunications	65,000	70,000	7.7%	-	5,000	-
Totals	422,550	509,000	20.5%		86,450	
CASUALTY & LIABILITY						
506011 Insurance - Property	-	-	0.0%	-	-	-
506015 Insurance - PL/PD	-	-	0.0%	-	-	-
506021 Insurance - Other	-	-	0.0%	-	-	-
506123 Settlement Costs	-	-	0.0%	-	-	-
506127 Repairs - District Prop	-	-	0.0%	-	-	-
Totals	-	-	0.0%		-	

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

ACCOUNT	FINAL BUDGET FY14	REVISED BUDGET FY14 FALL	% CHANGE	FINAL BUDG FY13	\$ CHANGE
				REV BUDG FY14	FINAL BUDG FY13
				REV BUDG FY14	REV BUDG FY14
TAXES					
507051 Fuel Tax	-	-	0.0%	-	-
507201 Licenses & Permits	15,000	15,000	0.0%	-	-
507999 Other Taxes	18,000	18,000	0.0%	-	-
Totals	33,000	33,000	0.0%		
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	-
Totals	-	-	0.0%		
MISC EXPENSE					
509011 Dues/Subscriptions	-	-	0.0%	-	-
509081 Advertising - District Promo	-	-	0.0%	-	-
509101 Employee Incentive Program	-	-	0.0%	-	-
509121 Employee Training	-	-	0.0%	-	-
509122 BOD Travel	-	-	0.0%	-	-
509123 Travel	-	-	0.0%	-	-
509125 Local Meeting Expense	-	-	0.0%	-	-
509127 Board Director Fees	-	-	0.0%	-	-
509150 Contributions	-	-	0.0%	-	-
509198 Cash Over/Short	-	-	0.0%	-	-
Totals	-	-	0.0%		
LEASES & RENTALS					
512011 Facility Lease	50,400	5,000	-90.1%	(45,400)	
512061 Equipment Rental	6,000	6,000	0.0%	-	
Totals	56,400	11,000	-80.5%	(45,400)	
PERSONNEL TOTAL	1,401,374	1,397,636	-0.3%	(3,738)	
NON-PERSONNEL TOTAL	1,206,836	1,268,886	5.1%	62,050	
DEPARTMENT TOTALS	2,608,210	2,666,522	2.2%	58,312	

**OPERATIONS
PARACRUZ DIVISION
3100**

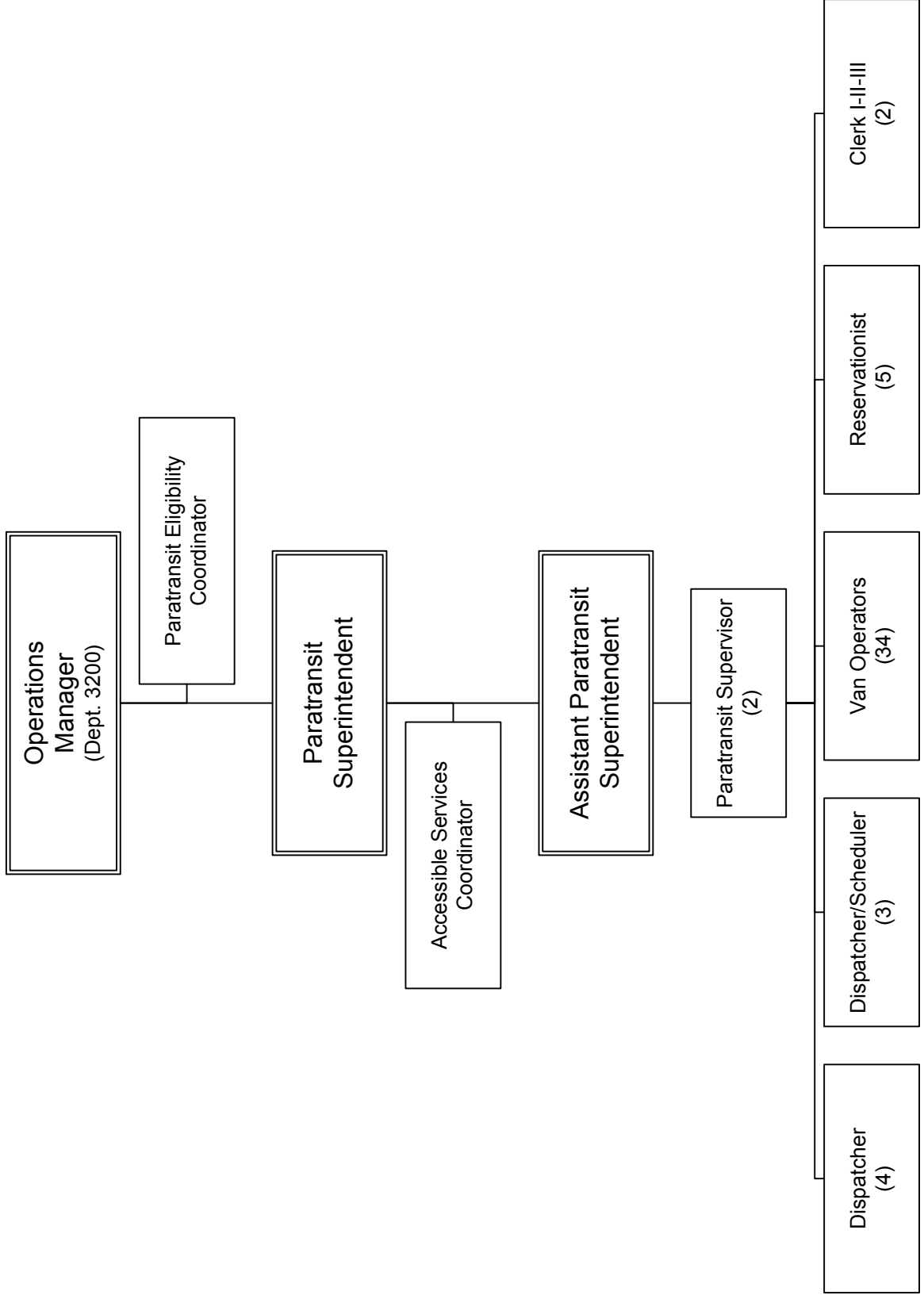
MAJOR FUNCTIONS OF THE DEPARTMENT

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

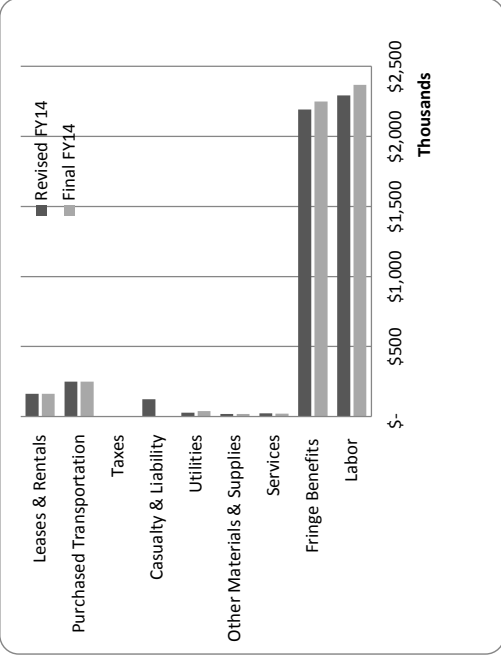


FY14 REVISED OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Paratransit - 3100

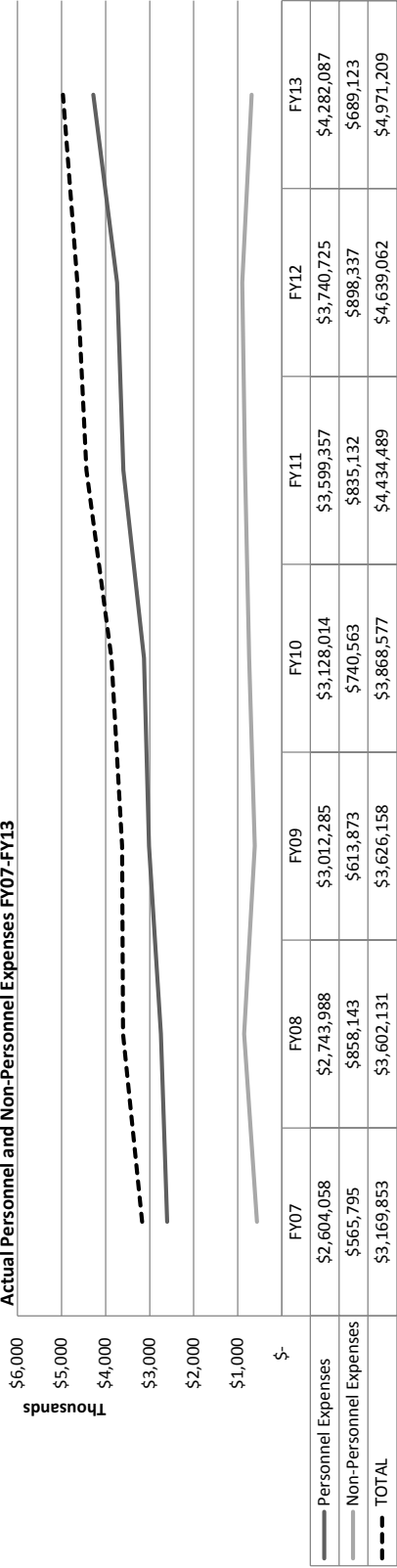
Position Title	Authorized		Funded		Authorized		Funded	
	FY 14 Final		FY 14 Final		FY 14 Revised		FY 14 Revised	
Paratransit Superintendent	1.00		1.00		1.00		1.00	
Assistant Paratransit Superintendent	1.00		1.00		1.00		1.00	
Accessible Services Coordinator	1.00		1.00		1.00		1.00	
Paratransit Eligibility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

Paratransit 3100

	Final Budget FY14	Revised Budget FY14	Var.\$	Var %
Personnel Expenses:				
Labor	\$ 2,368,831	\$ 2,291,428	\$ (77,403)	-3.27%
Fringe Benefits	\$ 2,248,411	\$ 2,192,395	\$ (56,016)	-2.49%
	\$ 4,617,242	\$ 4,483,823	\$ (133,419)	-2.89%
Non-Personnel Expenses:				
Services	\$ 20,500	\$ 24,500	\$ 4,000	19.51%
Other Materials & Supplies	\$ 18,800	\$ 18,800	\$ -	0.00%
Utilities	\$ 39,200	\$ 27,300	\$ (11,900)	-30.36%
Casualty & Liability	\$ -	\$ 124,868	\$ 124,868	100.00%
Taxes	\$ 500	\$ 500	\$ -	0.00%
Purchased Transportation	\$ 250,000	\$ 250,000	\$ -	0.00%
Leases & Rentals	\$ 163,200	\$ 163,200	\$ -	0.00%
	\$ 492,200	\$ 609,168	\$ 116,968	23.76%
Total Expenses:	\$ 5,109,442	\$ 5,092,991	\$ (16,451)	-0.32%



Actual Personnel and Non-Personnel Expenses FY07-FY13



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

Paratransit - 3100

ACCOUNT	FINAL BUDGET FY14	REVISED BUDGET FY14 FALL	% CHANGE FINAL BUDG FY13 REV BUDG FY14	\$ CHANGE FINAL BUDG FY13 REV BUDG FY14
LABOR				
501011 Bus Operator Pay	1,215,200	1,162,555	-4.3%	(52,645)
501013 Bus Operator OT	245,835	232,084	-5.6%	(13,751)
501021 Other Salaries	818,748	809,368	-1.1%	(9,379)
501023 Other OT	89,049	87,420	-1.8%	(1,628)
Totals	2,368,831	2,291,428	-3.3%	(77,403)
FRINGE BENEFITS				
502011 Medicare/Soc. Sec.	40,166	38,892	-3.2%	(1,274)
502021 Retirement	467,860	453,894	-3.0%	(13,966)
502031 Medical Ins	961,176	940,144	-2.2%	(21,032)
502041 Dental Ins	69,270	64,820	-6.4%	(4,450)
502045 Vision Ins	18,695	17,181	-8.1%	(1,514)
502051 Life Ins/AD&D	6,820	6,307	-7.5%	(513)
502060 State Disability Ins (SDI)	28,352	26,567	-6.3%	(1,784)
502061 Long Term Disability Ins	17,040	15,394	-9.7%	(1,645)
502071 State Unemployment Ins (SUI)	15,929	12,852	-19.3%	(3,077)
502081 Worker's Comp Ins	211,935	216,011	1.9%	4,076
502101 Holiday Pay	73,974	71,744	-3.0%	(2,230)
502103 Floating Holiday	7,373	7,595	3.0%	223
502109 Sick Leave	114,990	111,495	-3.0%	(3,495)
502111 Annual Leave	187,550	183,117	-2.4%	(4,433)
502121 Other Paid Absence	17,338	16,815	-3.0%	(523)
502251 Phys. Exams	3,183	3,183	0.0%	-
502253 Driver Lic Renewal	1,061	1,061	0.0%	-
502999 Other Fringe Benefits	5,701	5,323	-6.6%	(378)
Totals	2,248,411	2,192,395	-2.5%	(56,016)

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

Paratransit - 3100

ACCOUNT	FINAL	REVISED	% CHANGE		\$ CHANGE	
	BUDGET FY14	BUDGET FY14 FALL	FINAL BUDG FY13	REV BUDG FY14	FINAL BUDG FY13	REV BUDG FY14
SERVICES						
503011	-	-	-	-	-	-
503012	-	-	-	-	-	-
503031	8,000	8,000	-	-	-	-
503032	-	-	-	-	-	-
503033	-	-	-	-	-	-
503034	-	-	-	-	-	-
503041	-	-	-	-	-	-
503161	9,500	9,500	-	-	-	-
503162	1,000	1,000	-	-	-	-
503171	-	-	-	-	-	-
503221	-	-	-	-	-	-
503222	-	-	-	-	-	-
503225	-	-	-	-	-	-
503351	-	-	-	-	-	-
503352	-	-	-	-	-	-
503353	2,000	2,000	-	-	-	-
503354	-	4,000	-	-	-	4,000
503354	-	-	-	-	-	-
503363	-	-	-	-	-	-
Totals	20,500	24,500	-	-	19.5%	4,000
MOBILE MATERIALS & SUPPLIES						
504011	-	-	-	-	-	-
504012	-	-	-	-	-	-
504021	-	-	-	-	-	-
504161	-	-	-	-	-	-
504191	-	-	-	-	-	-
Totals	-	-	-	-	0.0%	-

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

Paratransit - 3100

ACCOUNT	FINAL	REVISED	% CHANGE		\$ CHANGE	
	BUDGET FY14	BUDGET FY14 FALL	FINAL BUDG FY13	REV BUDG FY14	FINAL BUDG FY13	REV BUDG FY14
OTHER MATERIALS & SUPPLIES						
504205 Freight Out	-	-	-	-	-	-
504211 Postage & Mailing	2,800	2,800	-	-	-	-
504214 Promotional Items	-	200	-	200	200	200
504215 Printing	4,500	4,300	-	4,300	(200)	(200)
504217 Photo Supp/Process	1,000	1,000	-	1,000	-	-
504311 Office Supplies	9,000	9,000	-	9,000	-	-
504315 Safety Supplies	1,000	1,000	-	1,000	-	-
504317 Cleaning Supplies	500	500	-	500	-	-
504409 Repair/Maint Supplies	-	-	-	-	-	-
504417 Tenant Repairs	-	-	-	-	-	-
504421 Non-Inventory Parts	-	-	-	-	-	-
504511 Small Tools	-	-	-	-	-	-
504515 Employee Tool Replacement	-	-	-	-	-	-
Totals	18,800	18,800				
UTILITIES						
505011 Gas & Electric	14,000	14,000	-	-	-	-
505021 Water & Garbage	6,200	6,200	-	-	-	-
505031 Telecommunications	19,000	7,100	-	7,100	(11,900)	(11,900)
Totals	39,200	27,300				
CASUALTY & LIABILITY						
506011 Insurance - Property	-	167	-	167	167	167
506015 Insurance - PL/PD	-	124,701	-	124,701	124,701	124,701
506021 Insurance - Other	-	-	-	-	-	-
506123 Settlement Costs	-	-	-	-	-	-
506127 Repairs - District Prop	-	-	-	-	-	-
Totals	-	124,868				

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

Paratransit - 3100

ACCOUNT	FINAL	REVISED	% CHANGE		\$ CHANGE	
	BUDGET FY14	BUDGET FY14 FALL	FINAL BUDG FY13	REV BUDG FY14	FINAL BUDG FY13	REV BUDG FY14
TAXES						
507051 Fuel Tax	-	-	-	-	0.0%	-
507201 Licenses & Permits	500	500	-	500	0.0%	-
507999 Other Taxes	-	-	-	-	0.0%	-
Totals	500	500			0.0%	-
PURCHASED TRANS.						
503406 Contract/Paratransit	250,000	250,000	-	-	0.0%	-
Totals	250,000	250,000			0.0%	-
MISC EXPENSE						
509011 Dues/Subscriptions	-	-	-	-	0.0%	-
509081 Advertising - District Promo	-	-	-	-	0.0%	-
509101 Employee Incentive Program	-	-	-	-	0.0%	-
509121 Employee Training	-	-	-	-	0.0%	-
509122 BOD Travel	-	-	-	-	0.0%	-
509123 Travel	-	-	-	-	0.0%	-
509125 Local Meeting Expense	-	-	-	-	0.0%	-
509127 Board Director Fees	-	-	-	-	0.0%	-
509150 Contributions	-	-	-	-	0.0%	-
509198 Cash Over/Short	-	-	-	-	0.0%	-
Totals	-	-			0.0%	-
LEASES & RENTALS						
512011 Facility Lease	158,000	158,000	-	-	0.0%	-
512061 Equipment Rental	5,200	5,200	-	-	0.0%	-
Totals	163,200	163,200			0.0%	-
PERSONNEL TOTAL	4,617,242	4,483,823			-2.9%	(133,419)
NON-PERSONNEL TOTAL	492,200	609,168			23.8%	116,968
DEPARTMENT TOTALS	5,109,442	5,092,991			-0.3%	(16,451)

OPERATIONS DEPARTMENT

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.

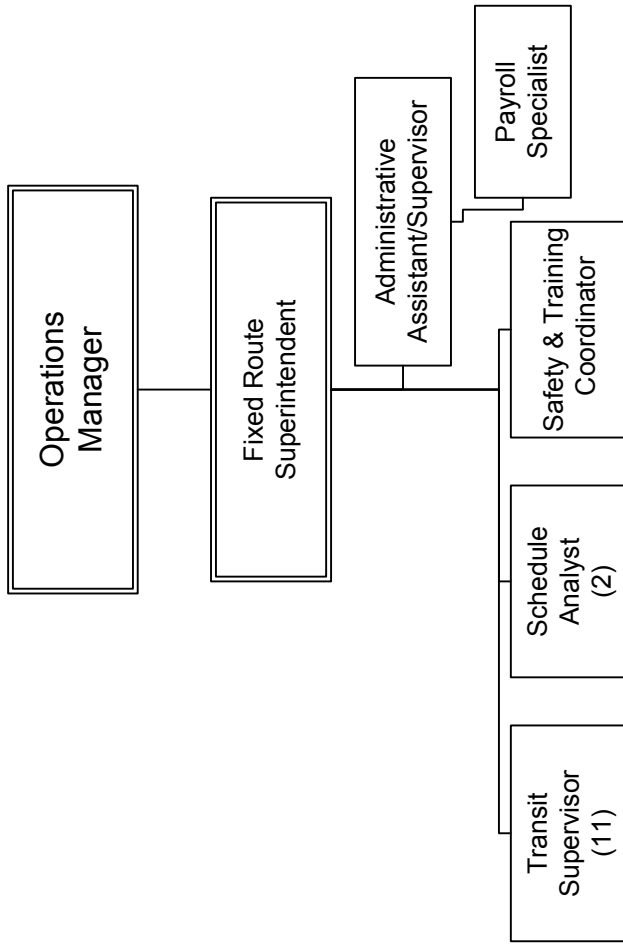
DEPARTMENT OBJECTIVES FOR FY14

- 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

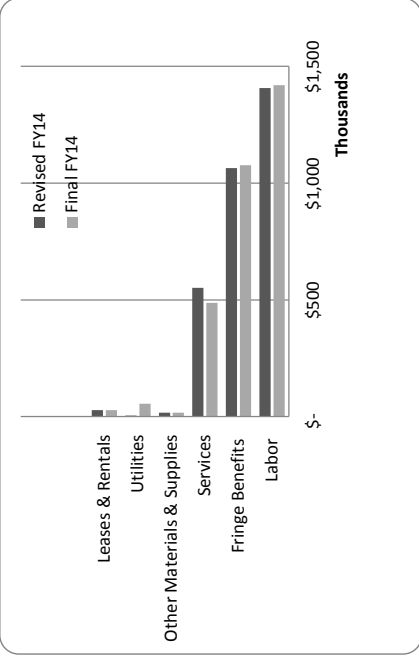


FY14 REVISED OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Operations - 3200

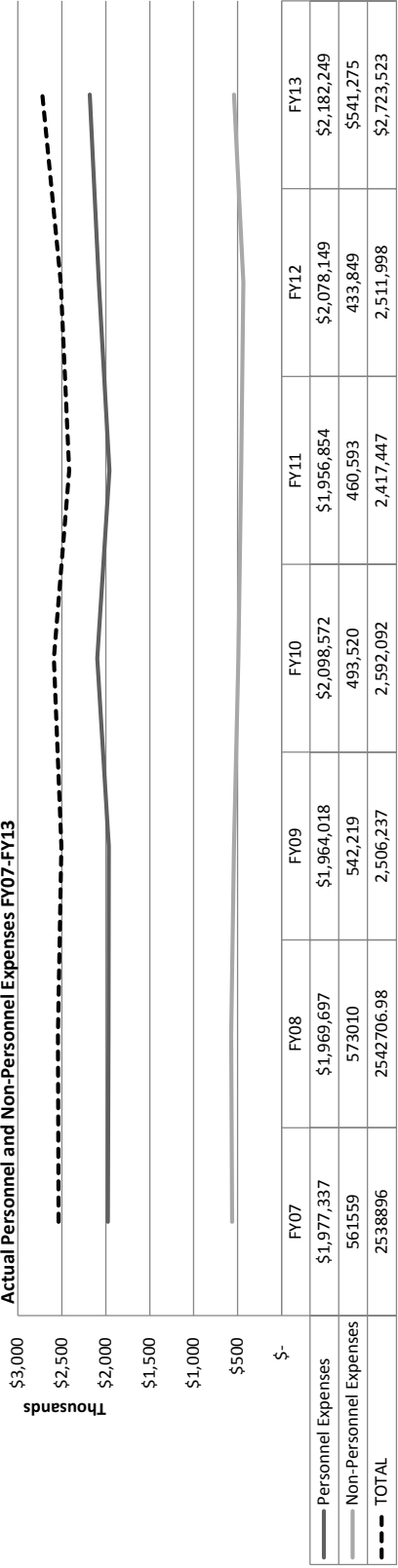
Position Title	Authorized		Funded		Authorized		Funded	
	FY 14 Final		FY 14 Final		FY 14 Revised		FY 14 Revised	
Operations Manager	1.00		1.00		1.00		1.00	
Fixed Route Superintendent	1.00		1.00		1.00		1.00	
Transit Supervisor	14.00		11.00		14.00		11.00	
Schedule Analyst	2.00		2.00		2.00		2.00	
Safety & 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		0.00		1.00		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		18.00		22.00		18.00	

Operations 3200

	Final Budget FY14	Revised Budget FY14	Var \$	Var %
Personnel Expenses:				
Labor	\$ 1,418,989	\$ 1,406,606	\$ (12,383)	-0.87%
Fringe Benefits	\$ 1,076,855	\$ 1,063,635	\$ (13,220)	-1.23%
	\$ 2,495,844	\$ 2,470,242	\$ (25,602)	-1.03%
Non-Personnel Expenses:				
Services	\$ 486,500	\$ 551,500	\$ 65,000	13.36%
Other Materials & Supplies	\$ 17,300	\$ 17,300	\$ -	0.00%
Utilities	\$ 55,000	\$ 5,000	\$ (50,000)	-90.91%
Leases & Rentals	\$ 27,600	\$ 27,600	\$ -	0.00%
	\$ 586,400	\$ 601,400	\$ 15,000	2.56%
Total Expenses:	\$ 3,082,244	\$ 3,071,642	\$ (10,602)	-0.34%



Actual Personnel and Non-Personnel Expenses FY07-FY13



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 REVISED OPERATING BUDGET**
Operations - 3200

ACCOUNT	FINAL BUDGET FY14	REVISED BUDGET FY14 FALL	% CHANGE FINAL BUDG FY13 REV BUDG FY14	\$ CHANGE FINAL BUDG FY13 REV BUDG FY14
LABOR				
501011 Bus Operator Pay	-	-	0.0%	-
501013 Bus Operator OT	-	-	0.0%	-
501021 Other Salaries	1,211,766	1,202,396	-0.8%	(9,370)
501023 Other OT	207,223	204,210	-1.5%	(3,013)
Totals	1,418,989	1,406,606	-0.9%	(12,383)
FRINGE BENEFITS				
502011 Medicare/Soc. Sec.	24,880	24,628	-1.0%	(252)
502021 Retirement	280,763	276,550	-1.5%	(4,212)
502031 Medical Ins	331,023	329,897	-0.3%	(1,126)
502041 Dental Ins	26,654	25,136	-5.7%	(1,518)
502045 Vision Ins	6,118	5,762	-5.8%	(356)
502051 Life Ins/AD&D	2,361	2,249	-4.7%	(112)
502060 State Disability Ins (SDI)	16,417	15,886	-3.2%	(532)
502061 Long Term Disability Ins	9,549	9,086	-4.8%	(463)
502071 State Unemployment Ins (SUI)	5,213	4,284	-17.8%	(929)
502081 Worker's Comp Ins	71,978	73,362	1.9%	1,384
502101 Holiday Pay	44,691	43,958	-1.6%	(733)
502103 Floating Holiday	10,307	9,305	-9.7%	(1,002)
502109 Sick Leave	67,037	65,937	-1.6%	(1,100)
502111 Annual Leave	164,369	162,385	-1.2%	(1,983)
502121 Other Paid Absence	10,475	10,303	-1.6%	(172)
502251 Phys. Exams	530	530	0.0%	-
502253 Driver Lic Renewal	-	-	0.0%	-
502999 Other Fringe Benefits	4,490	4,377	-2.5%	(112)
Totals	1,076,855	1,063,635	-1.2%	(13,220)

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

ACCOUNT	FINAL	REVISED	% CHANGE		\$ CHANGE	
	BUDGET FY14	BUDGET FY14 FALL	FINAL BUDG FY14	FINAL BUDG FY13	FINAL BUDG FY14	FINAL BUDG FY13
SERVICES						
503011 Accting/Audit Fees	-	-	-	-	-	-
503012 Admin/Bank Fees	-	-	-	-	-	-
503031 Prof/Technical Fees	23,000	23,000	-	-	-	-
503032 Legislative Services	-	-	-	-	-	-
503033 Legal Services	-	-	-	-	-	-
503034 Pre-Employment Exams	-	-	-	-	-	-
503041 Temp Help	-	-	-	-	-	-
503161 Custodial Services	-	-	-	-	-	-
503162 Uniforms/Laundry	500	500	-	-	-	-
503171 Security Services	460,000	525,000	14.1%	-	65,000	-
503221 Classified/Legal Ads	-	-	-	-	-	-
503222 Legal Ads	-	-	-	-	-	-
503225 Graphic Services	-	-	-	-	-	-
503351 Repair - Bldg & Impr	-	-	-	-	-	-
503352 Repair - Equipment	3,000	3,000	-	-	-	-
503353 Repair - Rev Vehicle	-	-	-	-	-	-
503354 Repair - Non Rev Vehicle	-	-	-	-	-	-
503363 Haz Mat Disposal	-	-	-	-	-	-
Totals	486,500	551,500	13.4%		65,000	
MOBILE MATERIALS & SUPPLIES						
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	-	-	-
504012 Fuels & Lubricants - Rev Veh	-	-	-	-	-	-
504021 Tires & Tubes	-	-	-	-	-	-
504161 Other Mobile Supplies	-	-	-	-	-	-
504191 Rev Vehicle Parts	-	-	-	-	-	-
Totals	-	-	0.0%		-	

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

ACCOUNT	FINAL BUDGET FY14	REVISED BUDGET FY14 FALL	% CHANGE	FINAL BUDG FY13	\$ CHANGE
				REV BUDG FY14	FINAL BUDG FY13 REV BUDG FY14
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	-
504211 Postage & Mailing	200	200	0.0%	-	-
504214 Promotional Items	-	-	0.0%	-	-
504215 Printing	4,500	4,500	0.0%	-	-
504217 Photo Supp/Process	600	600	0.0%	-	-
504311 Office Supplies	12,000	12,000	0.0%	-	-
504315 Safety Supplies	-	-	0.0%	-	-
504317 Cleaning Supplies	-	-	0.0%	-	-
504409 Repair/Maint Supplies	-	-	0.0%	-	-
504417 Tenant Repairs	-	-	0.0%	-	-
504421 Non-Inventory Parts	-	-	0.0%	-	-
504511 Small Tools	-	-	0.0%	-	-
504515 Employee Tool Replacement	-	-	0.0%	-	-
Totals	17,300	17,300	0.0%		
UTILITIES					
505011 Gas & Electric	-	-	0.0%	-	-
505021 Water & Garbage	-	-	0.0%	-	-
505031 Telecommunications	55,000	5,000	-90.9%	-	(50,000)
Totals	55,000	5,000	-90.9%		(50,000)
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	-
506015 Insurance - PL/PD	-	-	0.0%	-	-
506021 Insurance - Other	-	-	0.0%	-	-
506123 Settlement Costs	-	-	0.0%	-	-
506127 Repairs - District Prop	-	-	0.0%	-	-
Totals	-	-	0.0%		

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

ACCOUNT	FINAL BUDGET FY14	REVISED BUDGET FY14 FALL	% CHANGE FINAL BUDG FY13 REV BUDG FY14	\$ CHANGE FINAL BUDG FY13 REV BUDG FY14
TAXES				
507051 Fuel Tax	-	-	0.0%	-
507201 Licenses & Permits	-	-	0.0%	-
507999 Other Taxes	-	-	0.0%	-
Totals	-	-	0.0%	-
PURCHASED TRANS.				
503406 Contract/Paratransit	-	-	0.0%	-
Totals	-	-	0.0%	-
MISC EXPENSE				
509011 Dues/Subscriptions	-	-	0.0%	-
509081 Advertising - District Promo	-	-	0.0%	-
509101 Employee Incentive Program	-	-	0.0%	-
509121 Employee Training	-	-	0.0%	-
509122 BOD Travel	-	-	0.0%	-
509123 Travel	-	-	0.0%	-
509125 Local Meeting Expense	-	-	0.0%	-
509127 Board Director Fees	-	-	0.0%	-
509150 Contributions	-	-	0.0%	-
509198 Cash Over/Short	-	-	0.0%	-
Totals	-	-	0.0%	-
LEASES & RENTALS				
512011 Facility Lease	22,000	22,000	0.0%	-
512061 Equipment Rental	5,600	5,600	0.0%	-
Totals	27,600	27,600	0.0%	-
PERSONNEL TOTAL				
	2,495,844	2,470,242	-1.0%	(25,602)
NON-PERSONNEL TOTAL				
	586,400	601,400	2.6%	15,000
DEPARTMENT TOTALS				
	<u>3,082,244</u>	<u>3,071,642</u>	<u>-0.3%</u>	<u>(10,602)</u>

**OPERATIONS
FIXED ROUTE BUS DIVISION
3300**

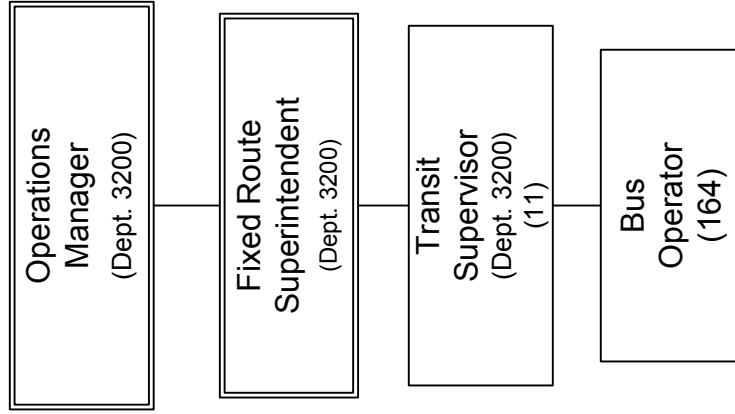
MAJOR FUNCTIONS OF THE DEPARTMENT

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

DEPARTMENT OBJECTIVES 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

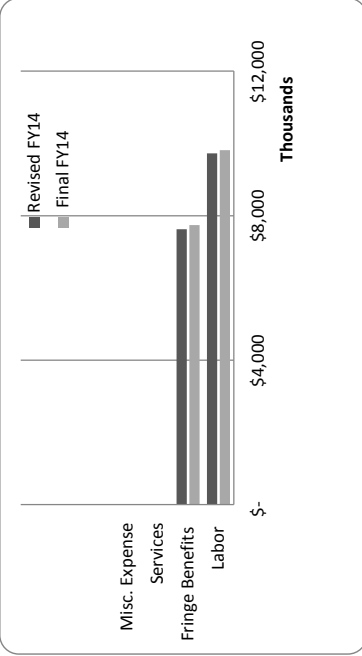


FY14 REVISED OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Bus Operators - 3300

Position Title	Authorized		Funded	
	FY 14 Final	FY 14 Revised	FY 14 Final	FY 14 Revised
Bus Operators	182.00	182.00	164.00	164.00
Total Full-Time Equivalents (FTEs)	182.00	182.00	164.00	164.00

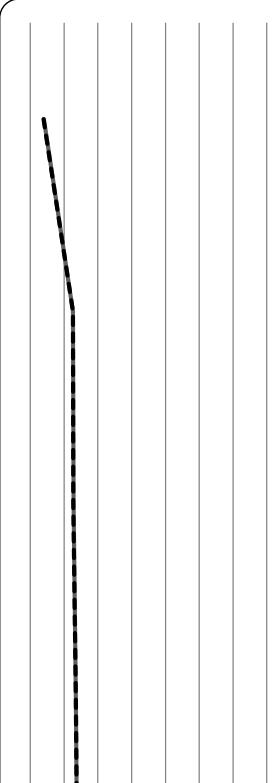
Bus Operators 3300

	Final Budget FY14	Revised Budget FY14	Var. \$	Var %
Personnel Expenses:				
Labor	\$ 9,815,074	\$ 9,725,109	\$ (89,965)	-0.92%
Fringe Benefits	\$ 7,742,168	\$ 7,624,671	\$ (117,497)	-1.52%
	\$ 17,557,242	\$ 17,349,780	\$ (207,462)	-1.18%
Non-Personnel Expenses:				
Services	\$ 1,500	\$ 4,000	\$ 2,500	166.67%
Misc. Expense	\$ 3,500	\$ 3,500	\$ -	0.00%
	\$ 5,000	\$ 7,500	\$ 2,500	50.00%
Total Expenses:	\$ 17,562,242	\$ 17,357,280	\$ (204,962)	-1.17%



Actual Personnel and Non-Personnel Expenses FY07-FY13

	FY07	FY08	FY09	FY10	FY11	FY12	FY13
Personnel Expenses	\$12,013,844	\$12,719,785	\$13,205,051	\$13,296,887	\$13,445,443	\$13,469,984	\$15,205,879
Non-Personnel Expenses	\$5,450	\$5,004	\$4,164	\$4,575	\$4,355	\$-	\$1,723
TOTAL	\$12,019,294	\$12,724,789	\$13,209,215	\$13,301,462	\$13,449,798	\$13,469,984	\$15,207,602



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

Bus Operators - 3300

ACCOUNT	FINAL BUDGET FY14	REVISED BUDGET FY14 FALL	% CHANGE FINAL BUDG FY13 REV BUDG FY14	\$ CHANGE FINAL BUDG FY13 REV BUDG FY14
LABOR				
501011 Bus Operator Pay	7,979,735	7,906,593	-0.9%	(73,142)
501013 Bus Operator OT	1,835,339	1,818,516	-0.9%	(16,823)
501021 Other Salaries	-	-	0.0%	-
501023 Other OT	-	-	0.0%	-
Totals	9,815,074	9,725,109	-0.9%	(89,965)
FRINGE BENEFITS				
502011 Medicare/Soc. Sec.	167,155	165,648	-0.9%	(1,506)
502021 Retirement	1,867,564	1,850,791	-0.9%	(16,772)
502031 Medical Ins	2,779,036	2,704,634	-2.7%	(74,402)
502041 Dental Ins	230,746	226,505	-1.8%	(4,241)
502045 Vision Ins	55,999	52,743	-5.8%	(3,256)
502051 Life Ins/AD&D	19,854	18,744	-5.6%	(1,110)
502060 State Disability Ins (SDI)	118,737	114,240	-3.8%	(4,497)
502061 Long Term Disability Ins	74,064	70,893	-4.3%	(3,171)
502071 State Unemployment Ins (SUI)	47,716	39,249	-17.7%	(8,467)
502081 Worker's Comp Ins	647,801	660,259	1.9%	12,458
502101 Holiday Pay	296,473	293,794	-0.9%	(2,678)
502103 Floating Holiday	-	-	0.0%	-
502109 Sick Leave	463,163	458,978	-0.9%	(4,185)
502111 Annual Leave	883,615	877,200	-0.7%	(6,415)
502121 Other Paid Absence	69,580	68,952	-0.9%	(628)
502251 Phys. Exams	8,487	8,487	0.0%	-
502253 Driver Lic Renewal	3,183	3,183	0.0%	-
502999 Other Fringe Benefits	8,996	10,369	15.3%	1,373
Totals	7,742,168	7,624,671	-1.5%	(117,497)

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

Bus Operators - 3300

ACCOUNT	FINAL	REVISED	% CHANGE		\$ CHANGE	
	BUDGET FY14	BUDGET FY14 FALL	FINAL BUDG FY14	REV BUDG FY14	FINAL BUDG FY13	REV BUDG FY14
SERVICES						
503011 Accting/Audit Fees	-	-	-	-	-	-
503012 Admin/Bank Fees	-	-	-	-	-	-
503031 Prof/Technical Fees	-	-	-	-	-	-
503032 Legislative Services	-	-	-	-	-	-
503033 Legal Services	-	-	-	-	-	-
503034 Pre-Employment Exams	-	-	-	-	-	-
503041 Temp Help	-	-	-	-	-	-
503161 Custodial Services	-	-	-	-	-	-
503162 Uniforms/Laundry	1,500	4,000	166.7%	166.7%	2,500	2,500
503171 Security Services	-	-	-	-	-	-
503221 Classified/Legal Ads	-	-	-	-	-	-
503222 Legal Ads	-	-	-	-	-	-
503225 Graphic Services	-	-	-	-	-	-
503351 Repair - Bldg & Impr	-	-	-	-	-	-
503352 Repair - Equipment	-	-	-	-	-	-
503353 Repair - Rev Vehicle	-	-	-	-	-	-
503354 Repair - Non Rev Vehicle	-	-	-	-	-	-
503363 Haz Mat Disposal	-	-	-	-	-	-
Totals	1,500	4,000	166.7%	166.7%	2,500	2,500
MOBILE MATERIALS & SUPPLIES						
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	-	-	-
504012 Fuels & Lubricants - Rev Veh	-	-	-	-	-	-
504021 Tires & Tubes	-	-	-	-	-	-
504161 Other Mobile Supplies	-	-	-	-	-	-
504191 Rev Vehicle Parts	-	-	-	-	-	-
Totals	-	-	0.0%	0.0%	-	-

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

Bus Operators - 3300

ACCOUNT	FINAL BUDGET FY14	REVISED BUDGET FY14 FALL	% CHANGE FINAL BUDG FY13 REV BUDG FY14	\$ CHANGE FINAL BUDG FY13 REV BUDG FY14
OTHER MATERIALS & SUPPLIES				
504205 Freight Out	-	-	0.0%	-
504211 Postage & Mailing	-	-	0.0%	-
504214 Promotional Items	-	-	0.0%	-
504215 Printing	-	-	0.0%	-
504217 Photo Suppl/Process	-	-	0.0%	-
504311 Office Supplies	-	-	0.0%	-
504315 Safety Supplies	-	-	0.0%	-
504317 Cleaning Supplies	-	-	0.0%	-
504409 Repair/Maint Supplies	-	-	0.0%	-
504417 Tenant Repairs	-	-	0.0%	-
504421 Non-Inventory Parts	-	-	0.0%	-
504511 Small Tools	-	-	0.0%	-
504515 Employee Tool Replacement	-	-	0.0%	-
Totals	-	-	0.0%	-
UTILITIES				
505011 Gas & Electric	-	-	0.0%	-
505021 Water & Garbage	-	-	0.0%	-
505031 Telecommunications	-	-	0.0%	-
Totals	-	-	0.0%	-
CASUALTY & LIABILITY				
506011 Insurance - Property	-	-	0.0%	-
506015 Insurance - PL/PD	-	-	0.0%	-
506021 Insurance - Other	-	-	0.0%	-
506123 Settlement Costs	-	-	0.0%	-
506127 Repairs - District Prop	-	-	0.0%	-
Totals	-	-	0.0%	-

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

Bus Operators - 3300

ACCOUNT	FINAL BUDGET FY14	REVISED BUDGET FY14 FALL	% CHANGE FINAL BUDG FY13 REV BUDG FY14	\$ CHANGE FINAL BUDG FY13 REV BUDG FY14
TAXES				
507051 Fuel Tax	-	-	0.0%	-
507201 Licenses & Permits	-	-	0.0%	-
507999 Other Taxes	-	-	0.0%	-
Totals	-	-	0.0%	-
PURCHASED TRANS.				
503406 Contract/Paratransit	-	-	0.0%	-
Totals	-	-	0.0%	-
MISC EXPENSE				
509011 Dues/Subscriptions	-	-	0.0%	-
509081 Advertising - District Promo	-	-	0.0%	-
509101 Employee Incentive Program	3,500	3,500	0.0%	-
509121 Employee Training	-	-	0.0%	-
509122 BOD Travel	-	-	0.0%	-
509123 Travel	-	-	0.0%	-
509125 Local Meeting Expense	-	-	0.0%	-
509127 Board Director Fees	-	-	0.0%	-
509150 Contributions	-	-	0.0%	-
509198 Cash Over/Short	-	-	0.0%	-
Totals	3,500	3,500	0.0%	-
LEASES & RENTALS				
512011 Facility Lease	-	-	0.0%	-
512061 Equipment Rental	-	-	0.0%	-
Totals	-	-	0.0%	-
PERSONNEL TOTAL	17,557,242	17,349,780	-1.2%	(207,462)
NON-PERSONNEL TOTAL	5,000	7,500	50.0%	2,500
DEPARTMENT TOTALS	17,562,242	17,357,280	-1.2%	(204,962)

FLEET MAINTENANCE DEPARTMENT 4100

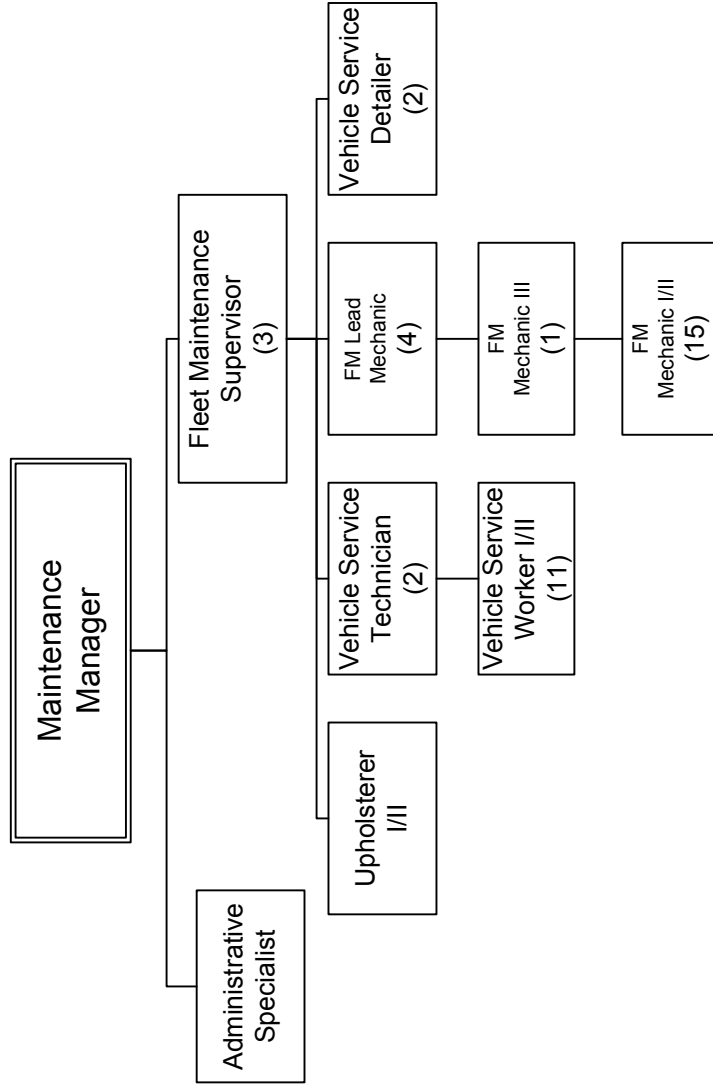
MAJOR FUNCTIONS OF THE DEPARTMENT

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

DEPARTMENT OBJECTIVES 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



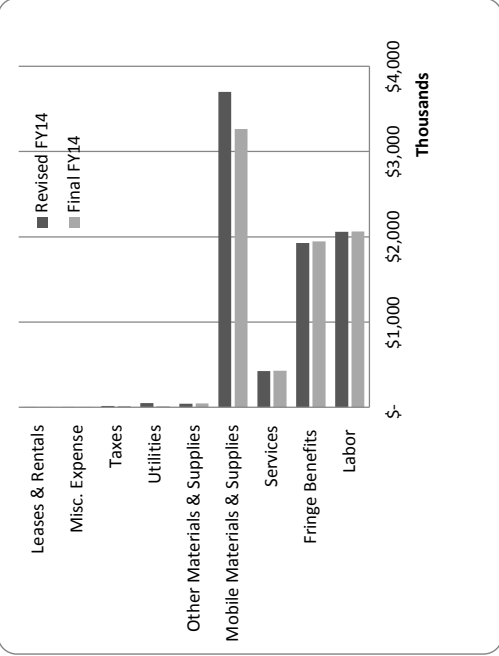
FY14 REVISED OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Fleet Maintenance - 4100

Position Title	Authorized		Funded		Authorized		Funded	
	FY 14 Final	FY 14 Final	FY 14 Final	FY 14 Final	FY 14 Revised	FY 14 Revised	FY 14 Revised	FY 14 Revised
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	4.00	4.00
FM Mechanic III	4.00	2.00	2.00	2.00	4.00	4.00	1.00	1.00
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	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
FM Lead Parts Clerk	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Parts Clerk	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Receiving Parts Clerk	0.00	0.00	0.00	0.00	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 *	16.00	11.00	11.00	11.00	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

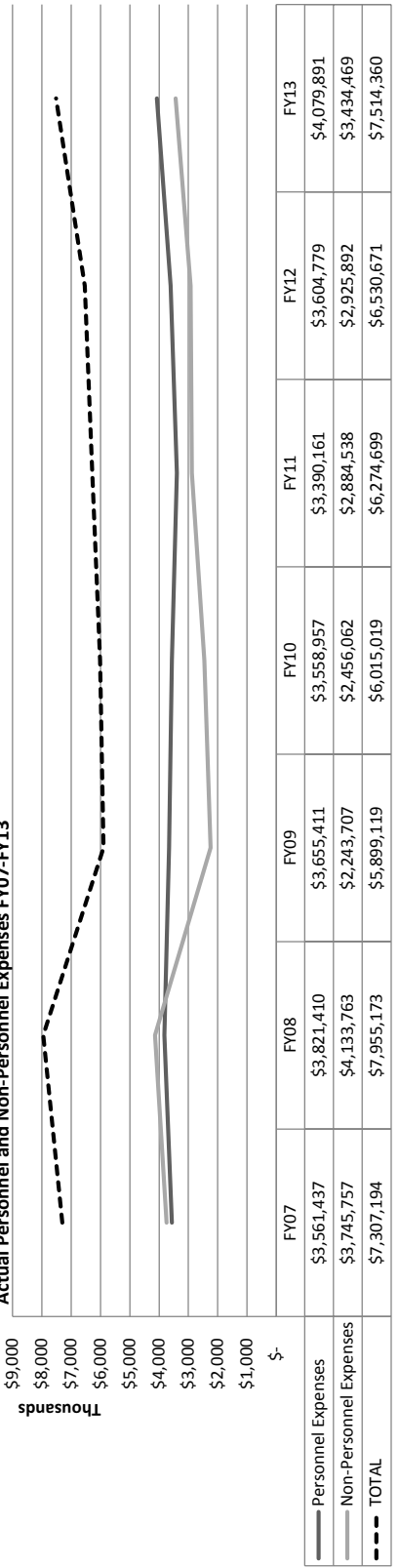
* Expenses for 4 FTEs (Vehicle Service Worker I - II) will be incurred in department 5100 Capital Funded Labor in FY14, in order to facilitate financial/grant reporting.

Fleet Maintenance 4100

	Final Budget FY14	Revised Budget FY14	Var.\$	Var %
Personnel Expenses:				
Labor	\$ 2,063,817	\$ 2,059,181	\$ (4,636)	-0.22%
Fringe Benefits	\$ 1,944,150	\$ 1,927,860	\$ (16,290)	-0.84%
	\$ 4,007,967	\$ 3,987,040	\$ (20,926)	-0.52%
Non-Personnel Expenses:				
Services	\$ 426,500	\$ 425,650	\$ (850)	-0.20%
Mobile Materials & Supplies	\$ 3,266,193	\$ 3,701,193	\$ 435,000	13.32%
Other Materials & Supplies	\$ 44,495	\$ 41,595	\$ (2,900)	-6.52%
Utilities	\$ 11,000	\$ 50,000	\$ 39,000	354.55%
Taxes	\$ 14,000	\$ 14,000	\$ -	0.00%
Misc. Expense	\$ 2,000	\$ 2,000	\$ -	0.00%
Leases & Rentals	\$ 1,200	\$ 1,200	\$ -	0.00%
	\$ 3,765,388	\$ 4,235,638	\$ 470,250	12.49%
Total Expenses:	\$ 7,773,354	\$ 8,222,678	\$ 449,324	5.78%



Actual Personnel and Non-Personnel Expenses FY07-FY13



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

ACCOUNT	FINAL BUDGET FY14	REVISED BUDGET FY14 FALL	% CHANGE FINAL BUDG FY13 REV BUDG FY14	\$ CHANGE FINAL BUDG FY13 REV BUDG FY14
LABOR				
501011 Bus Operator Pay	-	-	0.0%	-
501013 Bus Operator OT	-	-	0.0%	-
501021 Other Salaries	1,978,029	1,973,332	-0.2%	(4,696)
501023 Other OT	85,788	85,848	0.1%	60
Totals	2,063,817	2,059,181	-0.2%	(4,636)
FRINGE BENEFITS				
502011 Medicare/Soc. Sec.	36,622	36,564	-0.2%	(58)
502021 Retirement	449,104	449,485	0.1%	381
502031 Medical Ins	718,769	705,621	-1.8%	(13,148)
502041 Dental Ins	56,015	53,478	-4.5%	(2,538)
502045 Vision Ins	12,576	11,845	-5.8%	(731)
502051 Life Ins/AD&D	4,555	4,310	-5.4%	(245)
502060 State Disability Ins (SDI)	24,538	23,821	-2.9%	(717)
502061 Long Term Disability Ins	17,017	16,484	-3.1%	(533)
502071 State Unemployment Ins (SUI)	10,716	8,806	-17.8%	(1,910)
502081 Worker's Comp Ins	143,955	146,723	1.9%	2,768
502101 Holiday Pay	71,718	71,779	0.1%	61
502103 Floating Holiday	5,640	5,640	0.0%	-
502109 Sick Leave	107,577	107,668	0.1%	91
502111 Annual Leave	260,055	260,561	0.2%	506
502121 Other Paid Absence	16,809	16,823	0.1%	14
502251 Phys. Exams	1,910	1,910	0.0%	-
502253 Driver Lic Renewal	412	412	0.0%	-
502999 Other Fringe Benefits	6,162	5,931	-3.7%	(231)
Totals	1,944,150	1,927,860	-0.8%	(16,290)

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

ACCOUNT	FINAL	REVISED	% CHANGE		\$ CHANGE	
	BUDGET FY14	BUDGET FY14 FALL	FINAL BUDG FY13	REV BUDG FY14	FINAL BUDG FY13	REV BUDG FY14
SERVICES						
503011 Accting/Audit Fees	-	-	-	0.0%	-	-
503012 Admin/Bank Fees	-	-	-	0.0%	-	-
503031 Prof/Technical Fees	6,500	6,500	-	0.0%	-	-
503032 Legislative Services	-	-	-	0.0%	-	-
503033 Legal Services	-	-	-	0.0%	-	-
503034 Pre-Employment Exams	-	-	-	0.0%	-	-
503041 Temp Help	-	-	-	0.0%	-	-
503161 Custodial Services	-	-	-	0.0%	-	-
503162 Uniforms/Laundry	15,000	14,150	-	-5.7%	(850)	-
503171 Security Services	-	-	-	0.0%	-	-
503221 Classified/Legal Ads	-	-	-	0.0%	-	-
503222 Legal Ads	-	-	-	0.0%	-	-
503225 Graphic Services	-	-	-	0.0%	-	-
503351 Repair - Bldg & Impr	-	-	-	0.0%	-	-
503352 Repair - Equipment	38,000	38,000	-	0.0%	-	-
503353 Repair - Rev Vehicle	350,000	350,000	-	0.0%	-	-
503354 Repair - Non Rev Vehicle	17,000	17,000	-	0.0%	-	-
503363 Haz Mat Disposal	-	-	-	0.0%	-	-
Totals	426,500	425,650		-0.2%	(850)	
MOBILE MATERIALS & SUPPLIES						
504011 Fuels & Lubricants - Non Rev Veh	88,100	88,100	-	0.0%	-	-
504012 Fuels & Lubricants - Rev Veh	2,333,076	2,448,076	-	4.9%	115,000	-
504021 Tires & Tubes	205,000	245,000	-	19.5%	40,000	-
504161 Other Mobile Supplies	-	-	-	0.0%	-	-
504191 Rev Vehicle Parts	640,017	920,017	-	43.7%	280,000	-
Totals	3,266,193	3,701,193		13.3%	435,000	

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

ACCOUNT	FINAL BUDGET	REVISED BUDGET	% CHANGE		\$ CHANGE	
	FY14	FY14 FALL	FINAL BUDG FY13	REV BUDG FY14	FINAL BUDG FY13	REV BUDG FY14
OTHER MATERIALS & SUPPLIES						
504205 Freight Out	2,601	401		-84.6%		(2,200)
504211 Postage & Mailing	250	250		0.0%		-
504214 Promotional Items	-	-		0.0%		-
504215 Printing	150	150		0.0%		-
504217 Photo Supp/Process	-	-		0.0%		-
504311 Office Supplies	4,794	4,494		-6.3%		(300)
504315 Safety Supplies	10,000	9,800		-2.0%		(200)
504317 Cleaning Supplies	7,000	6,800		-2.9%		(200)
504409 Repair/Maint Supplies	-	-		0.0%		-
504417 Tenant Repairs	-	-		0.0%		-
504421 Non-Inventory Parts	10,000	10,000		0.0%		-
504511 Small Tools	6,700	6,700		0.0%		-
504515 Employee Tool Replacement	3,000	3,000		0.0%		-
Totals	44,495	41,595		-6.5%		(2,900)
UTILITIES						
505011 Gas & Electric	-	-		0.0%		-
505021 Water & Garbage	-	-		0.0%		-
505031 Telecommunications	11,000	50,000		354.5%		39,000
Totals	11,000	50,000		354.5%		39,000
CASUALTY & LIABILITY						
506011 Insurance - Property	-	-		0.0%		-
506015 Insurance - PL/PD	-	-		0.0%		-
506021 Insurance - Other	-	-		0.0%		-
506123 Settlement Costs	-	-		0.0%		-
506127 Repairs - District Prop	-	-		0.0%		-
Totals	-	-		0.0%		-

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

ACCOUNT	FINAL BUDGET FY14	REVISED BUDGET FY14 FALL	% CHANGE	FINAL BUDG FY13	\$ CHANGE
				REV BUDG FY14	FINAL BUDG FY13
				REV BUDG FY14	REV BUDG FY14
TAXES					
507051 Fuel Tax	14,000	14,000	0.0%		-
507201 Licenses & Permits	-	-	0.0%		-
507999 Other Taxes	-	-	0.0%		-
Totals	14,000	14,000	0.0%		-
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%		-
Totals	-	-	0.0%		-
MISC EXPENSE					
509011 Dues/Subscriptions	2,000	2,000	0.0%		-
509081 Advertising - District Promo	-	-	0.0%		-
509101 Employee Incentive Program	-	-	0.0%		-
509121 Employee Training	-	-	0.0%		-
509122 BOD Travel	-	-	0.0%		-
509123 Travel	-	-	0.0%		-
509125 Local Meeting Expense	-	-	0.0%		-
509127 Board Director Fees	-	-	0.0%		-
509150 Contributions	-	-	0.0%		-
509198 Cash Over/Short	-	-	0.0%		-
Totals	2,000	2,000	0.0%		-
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%		-
512061 Equipment Rental	1,200	1,200	0.0%		-
Totals	1,200	1,200	0.0%		-
PERSONNEL TOTAL	4,007,967	3,987,040	-0.5%		(20,926)
NON-PERSONNEL TOTAL	3,765,388	4,235,638	12.5%		470,250
DEPARTMENT TOTALS	7,773,354	8,222,678	5.8%		449,324

CAPITAL FUNDED LABOR - 5100

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

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

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

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

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

ACCOUNT	FINAL	REVISED	% CHANGE		\$ CHANGE	
	BUDGET FY14	BUDGET FY14 FALL	FINAL BUDG FY14	FINAL BUDG FY13	FINAL BUDG FY14	FINAL BUDG FY13
OTHER MATERIALS & SUPPLIES						
504205 Freight Out	-	-	0.0%	-	-	-
504211 Postage & Mailing	-	-	0.0%	-	-	-
504214 Promotional Items	-	-	0.0%	-	-	-
504215 Printing	-	-	0.0%	-	-	-
504217 Photo Supp/Process	-	-	0.0%	-	-	-
504311 Office Supplies	-	-	0.0%	-	-	-
504315 Safety Supplies	-	-	0.0%	-	-	-
504317 Cleaning Supplies	-	-	0.0%	-	-	-
504409 Repair/Maint Supplies	-	-	0.0%	-	-	-
504417 Tenant Repairs	-	-	0.0%	-	-	-
504421 Non-Inventory Parts	-	-	0.0%	-	-	-
504511 Small Tools	-	-	0.0%	-	-	-
504515 Employee Tool Replacement	-	-	0.0%	-	-	-
Totals	-	-	0.0%	-	-	-
UTILITIES						
505011 Gas & Electric	-	-	0.0%	-	-	-
505021 Water & Garbage	-	-	0.0%	-	-	-
505031 Telecommunications	-	-	0.0%	-	-	-
Totals	-	-	0.0%	-	-	-
CASUALTY & LIABILITY						
506011 Insurance - Property	-	-	0.0%	-	-	-
506015 Insurance - PL/PD	-	-	0.0%	-	-	-
506021 Insurance - Other	-	-	0.0%	-	-	-
506123 Settlement Costs	-	-	0.0%	-	-	-
506127 Repairs - District Prop	-	-	0.0%	-	-	-
Totals	-	-	0.0%	-	-	-

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

Capital Funded Labor - 5100

ACCOUNT	FINAL	REVISED	% CHANGE		\$ CHANGE	
	BUDGET FY14	BUDGET FY14 FALL	FINAL BUDG FY14	REV BUDG FY14	FINAL BUDG FY13	REV BUDG FY14
TAXES						
507051 Fuel Tax	-	-	-	0.0%	-	-
507201 Licenses & Permits	-	-	-	0.0%	-	-
507999 Other Taxes	-	-	-	0.0%	-	-
Totals	-	-	-	0.0%	-	-
PURCHASED TRANS.						
503406 Contract/Paratransit	-	-	-	0.0%	-	-
Totals	-	-	-	0.0%	-	-
MISC EXPENSE						
509011 Dues/Subscriptions	-	-	-	0.0%	-	-
509081 Advertising - District Promo	-	-	-	0.0%	-	-
509101 Employee Incentive Program	-	-	-	0.0%	-	-
509121 Employee Training	-	-	-	0.0%	-	-
509122 BOD Travel	-	-	-	0.0%	-	-
509123 Travel	-	-	-	0.0%	-	-
509125 Local Meeting Expense	-	-	-	0.0%	-	-
509127 Board Director Fees	-	-	-	0.0%	-	-
509150 Contributions	-	-	-	0.0%	-	-
509198 Cash Over/Short	-	-	-	0.0%	-	-
Totals	-	-	-	0.0%	-	-
LEASES & RENTALS						
512011 Facility Lease	-	-	-	0.0%	-	-
512061 Equipment Rental	-	-	-	0.0%	-	-
Totals	-	-	-	0.0%	-	-
PERSONNEL TOTAL						
	-	-	-	0.0%	-	-
NON-PERSONNEL TOTAL						
	-	-	-	0.0%	-	-
DEPARTMENT TOTALS						
	-	-	-	0.0%	-	-

COBRA BENEFITS – 9001

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

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

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

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

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

ACCOUNT	FINAL BUDGET FY14	REVISED BUDGET FY14 FALL	% CHANGE FINAL BUDG FY13 REV BUDG FY14	\$ CHANGE FINAL BUDG FY13 REV BUDG FY14
OTHER MATERIALS & SUPPLIES				
504205 Freight Out	-	-	0.0%	-
504211 Postage & Mailing	-	-	0.0%	-
504214 Promotional Items	-	-	0.0%	-
504215 Printing	-	-	0.0%	-
504217 Photo Suppl/Process	-	-	0.0%	-
504311 Office Supplies	-	-	0.0%	-
504315 Safety Supplies	-	-	0.0%	-
504317 Cleaning Supplies	-	-	0.0%	-
504409 Repair/Maint Supplies	-	-	0.0%	-
504417 Tenant Repairs	-	-	0.0%	-
504421 Non-Inventory Parts	-	-	0.0%	-
504511 Small Tools	-	-	0.0%	-
504515 Employee Tool Replacement	-	-	0.0%	-
Totals	-	-	0.0%	-
UTILITIES				
505011 Gas & Electric	-	-	0.0%	-
505021 Water & Garbage	-	-	0.0%	-
505031 Telecommunications	-	-	0.0%	-
Totals	-	-	0.0%	-
CASUALTY & LIABILITY				
506011 Insurance - Property	-	-	0.0%	-
506015 Insurance - PL/PD	-	-	0.0%	-
506021 Insurance - Other	-	-	0.0%	-
506123 Settlement Costs	-	-	0.0%	-
506127 Repairs - District Prop	-	-	0.0%	-
Totals	-	-	0.0%	-

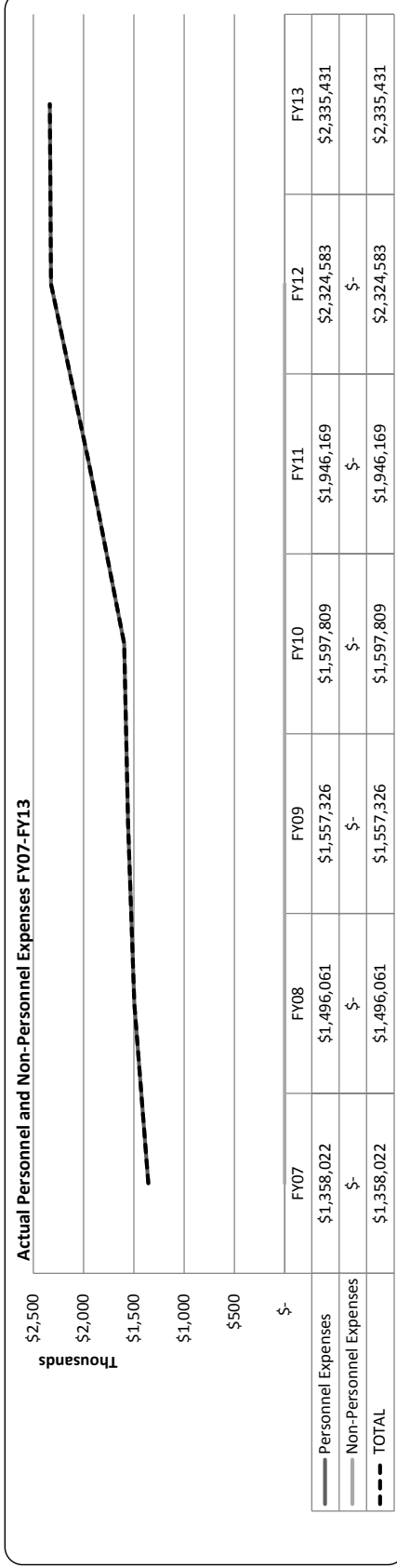
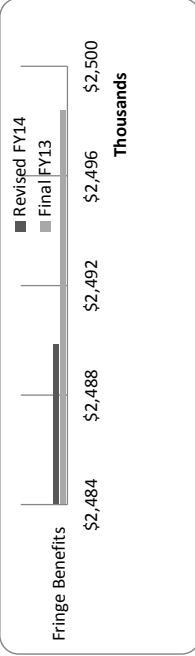
**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
 FY14 REVISED OPERATING BUDGET
 COBRA Benefits - 9001**

ACCOUNT	FINAL BUDGET FY14	REVISED BUDGET FY14 FALL	% CHANGE FINAL BUDG FY13 REV BUDG FY14	\$ CHANGE FINAL BUDG FY13 REV BUDG FY14
TAXES				
507051 Fuel Tax	-	-	0.0%	-
507201 Licenses & Permits	-	-	0.0%	-
507999 Other Taxes	-	-	0.0%	-
Totals	-	-	0.0%	-
PURCHASED TRANS.				
503406 Contract/Paratransit	-	-	0.0%	-
Totals	-	-	0.0%	-
MISC EXPENSE				
509011 Dues/Subscriptions	-	-	0.0%	-
509081 Advertising - District Promo	-	-	0.0%	-
509101 Employee Incentive Program	-	-	0.0%	-
509121 Employee Training	-	-	0.0%	-
509122 BOD Travel	-	-	0.0%	-
509123 Travel	-	-	0.0%	-
509125 Local Meeting Expense	-	-	0.0%	-
509127 Board Director Fees	-	-	0.0%	-
509150 Contributions	-	-	0.0%	-
509198 Cash Over/Short	-	-	0.0%	-
Totals	-	-	0.0%	-
LEASES & RENTALS				
512011 Facility Lease	-	-	0.0%	-
512061 Equipment Rental	-	-	0.0%	-
Totals	-	-	0.0%	-
PERSONNEL TOTAL	-	-	0.0%	-
NON-PERSONNEL TOTAL	-	-	0.0%	-
DEPARTMENT TOTALS	-	-	0.0%	-

RETIRED EMPLOYEE BENEFITS - 9005

Retirees 9005

	Final Budget FY14	Revised Budget FY14	Var \$	Var %
Personnel Expenses:				
Fringe Benefits	\$ 2,498,407	\$ 2,489,869	\$ (8,538)	-0.34%
	\$ 2,498,407	\$ 2,489,869	\$ (8,538)	-0.34%
Total Expenses:	\$ 2,498,407	\$ 2,489,869	\$ (8,538)	-0.34%



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

ACCOUNT	FINAL BUDGET FY14	REVISED BUDGET FY14 FALL	% CHANGE FINAL BUDG FY13 REV BUDG FY14	\$ CHANGE FINAL BUDG FY13 REV BUDG FY14
LABOR				
501011 Bus Operator Pay	-	-	0.0%	-
501013 Bus Operator OT	-	-	0.0%	-
501021 Other Salaries	-	-	0.0%	-
501023 Other OT	-	-	0.0%	-
Totals	-	-	0.0%	-
FRINGE BENEFITS				
502011 Medicare/Soc. Sec.	-	-	0.0%	-
502021 Retirement	-	-	0.0%	-
502031 Medical Ins	2,339,047	2,339,047	0.0%	-
502041 Dental Ins	95,211	87,400	-8.2%	(7,811)
502045 Vision Ins	27,796	27,532	-1.0%	(264)
502051 Life Ins/AD&D	8,263	7,801	-5.6%	(462)
502060 State Disability Ins (SDI)	-	-	0.0%	-
502061 Long Term Disability Ins	-	-	0.0%	-
502071 State Unemployment Ins (SUI)	-	-	0.0%	-
502081 Worker's Comp Ins	-	-	0.0%	-
502101 Holiday Pay	-	-	0.0%	-
502103 Floating Holiday	-	-	0.0%	-
502109 Sick Leave	-	-	0.0%	-
502111 Annual Leave	-	-	0.0%	-
502121 Other Paid Absence	-	-	0.0%	-
502251 Phys. Exams	-	-	0.0%	-
502253 Driver Lic Renewal	-	-	0.0%	-
502999 Other Fringe Benefits	28,089	28,089	0.0%	-
Totals	2,498,407	2,489,869	-0.3%	(8,538)

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

Retired Employee Benefits - 9005

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

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

Retired Employee Benefits - 9005

ACCOUNT	FINAL BUDGET FY14	REVISED BUDGET FY14 FALL	% CHANGE FINAL BUDG FY13 REV BUDG FY14	\$ CHANGE FINAL BUDG FY13 REV BUDG FY14
OTHER MATERIALS & SUPPLIES				
504205 Freight Out	-	-	0.0%	-
504211 Postage & Mailing	-	-	0.0%	-
504214 Promotional Items	-	-	0.0%	-
504215 Printing	-	-	0.0%	-
504217 Photo Supp/Process	-	-	0.0%	-
504311 Office Supplies	-	-	0.0%	-
504315 Safety Supplies	-	-	0.0%	-
504317 Cleaning Supplies	-	-	0.0%	-
504409 Repair/Maint Supplies	-	-	0.0%	-
504417 Tenant Repairs	-	-	0.0%	-
504421 Non-Inventory Parts	-	-	0.0%	-
504511 Small Tools	-	-	0.0%	-
504515 Employee Tool Replacement	-	-	0.0%	-
Totals	-	-	0.0%	-
UTILITIES				
505011 Gas & Electric	-	-	0.0%	-
505021 Water & Garbage	-	-	0.0%	-
505031 Telecommunications	-	-	0.0%	-
Totals	-	-	0.0%	-
CASUALTY & LIABILITY				
506011 Insurance - Property	-	-	0.0%	-
506015 Insurance - PL/PD	-	-	0.0%	-
506021 Insurance - Other	-	-	0.0%	-
506123 Settlement Costs	-	-	0.0%	-
506127 Repairs - District Prop	-	-	0.0%	-
Totals	-	-	0.0%	-

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

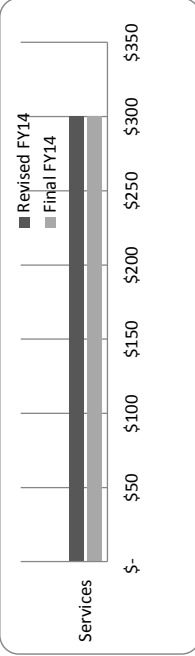
Retired Employee Benefits - 9005

ACCOUNT	FINAL BUDGET FY14	REVISED BUDGET FY14 FALL	% CHANGE FINAL BUDG FY13 REV BUDG FY14	\$ CHANGE FINAL BUDG FY13 REV BUDG FY14
TAXES				
507051 Fuel Tax	-	-	0.0%	-
507201 Licenses & Permits	-	-	0.0%	-
507999 Other Taxes	-	-	0.0%	-
Totals	-	-	0.0%	-
PURCHASED TRANS.				
503406 Contract/Paratransit	-	-	0.0%	-
Totals	-	-	0.0%	-
MISC EXPENSE				
509011 Dues/Subscriptions	-	-	0.0%	-
509081 Advertising - District Promo	-	-	0.0%	-
509101 Employee Incentive Program	-	-	0.0%	-
509121 Employee Training	-	-	0.0%	-
509122 BOD Travel	-	-	0.0%	-
509123 Travel	-	-	0.0%	-
509125 Local Meeting Expense	-	-	0.0%	-
509127 Board Director Fees	-	-	0.0%	-
509150 Contributions	-	-	0.0%	-
509198 Cash Over/Short	-	-	0.0%	-
Totals	-	-	0.0%	-
LEASES & RENTALS				
512011 Facility Lease	-	-	0.0%	-
512061 Equipment Rental	-	-	0.0%	-
Totals	-	-	0.0%	-
PERSONNEL TOTAL	2,498,407	2,489,869	-0.3%	(8,538)
NON-PERSONNEL TOTAL	-	-	0.0%	-
DEPARTMENT TOTALS	2,498,407	2,489,869	-0.3%	(8,538)

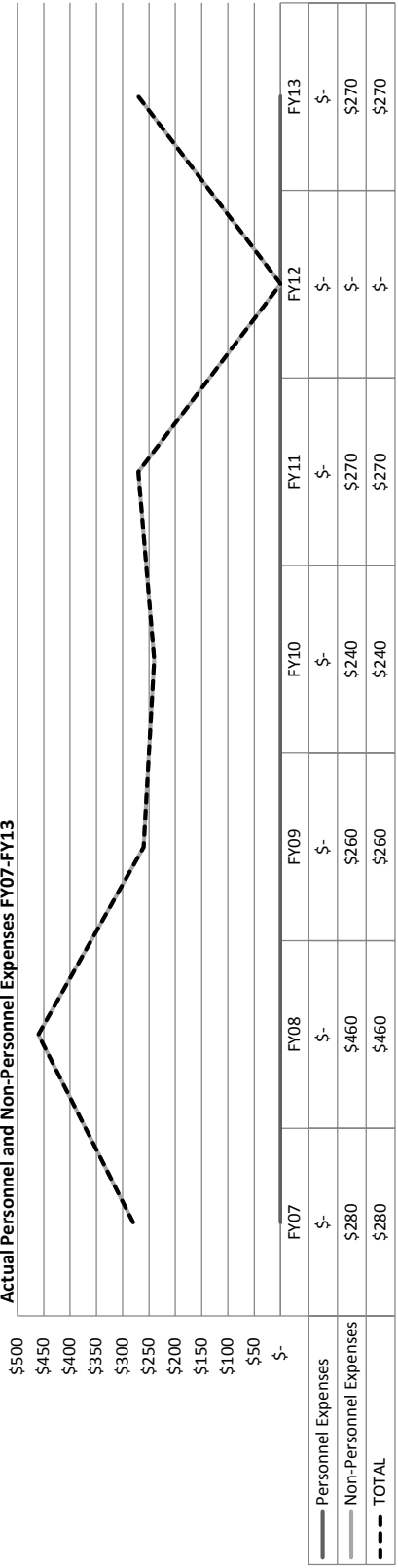
SCCIC - 700

SCCIC 700

	Final Budget FY14	Revised Budget FY14	Var \$	Var %
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-FY13



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 REVISED OPERATING BUDGET
 SCCIC - 700

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

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 REVISED OPERATING BUDGET
 SCCIC - 700

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

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

ACCOUNT	FINAL BUDGET FY14	REVISED BUDGET FY14 FALL	% CHANGE FINAL BUDG FY13 REV BUDG FY14	\$ CHANGE FINAL BUDG FY13 REV BUDG FY14
OTHER MATERIALS & SUPPLIES				
504205 Freight Out	-	-	0.0%	-
504211 Postage & Mailing	-	-	0.0%	-
504214 Promotional Items	-	-	0.0%	-
504215 Printing	-	-	0.0%	-
504217 Photo Supp/Process	-	-	0.0%	-
504311 Office Supplies	-	-	0.0%	-
504315 Safety Supplies	-	-	0.0%	-
504317 Cleaning Supplies	-	-	0.0%	-
504409 Repair/Maint Supplies	-	-	0.0%	-
504417 Tenant Repairs	-	-	0.0%	-
504421 Non-Inventory Parts	-	-	0.0%	-
504511 Small Tools	-	-	0.0%	-
504515 Employee Tool Replacement	-	-	0.0%	-
Totals	-	-	0.0%	-
UTILITIES				
505011 Gas & Electric	-	-	0.0%	-
505021 Water & Garbage	-	-	0.0%	-
505031 Telecommunications	-	-	0.0%	-
Totals	-	-	0.0%	-
CASUALTY & LIABILITY				
506011 Insurance - Property	-	-	0.0%	-
506015 Insurance - PL/PD	-	-	0.0%	-
506021 Insurance - Other	-	-	0.0%	-
506123 Settlement Costs	-	-	0.0%	-
506127 Repairs - District Prop	-	-	0.0%	-
Totals	-	-	0.0%	-

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

ACCOUNT	FINAL BUDGET FY14	REVISED BUDGET FY14 FALL	% CHANGE FINAL BUDG FY13 REV BUDG FY14	\$ CHANGE FINAL BUDG FY13 REV BUDG FY14
TAXES				
507051 Fuel Tax	-	-	0.0%	-
507201 Licenses & Permits	-	-	0.0%	-
507999 Other Taxes	-	-	0.0%	-
Totals	-	-	0.0%	-
PURCHASED TRANS.				
503406 Contract/Paratransit	-	-	0.0%	-
Totals	-	-	0.0%	-
MISC EXPENSE				
509011 Dues/Subscriptions	-	-	0.0%	-
509081 Advertising - District Promo	-	-	0.0%	-
509101 Employee Incentive Program	-	-	0.0%	-
509121 Employee Training	-	-	0.0%	-
509122 BOD Travel	-	-	0.0%	-
509123 Travel	-	-	0.0%	-
509125 Local Meeting Expense	-	-	0.0%	-
509127 Board Director Fees	-	-	0.0%	-
509150 Contributions	-	-	0.0%	-
509198 Cash Over/Short	-	-	0.0%	-
Totals	-	-	0.0%	-
LEASES & RENTALS				
512011 Facility Lease	-	-	0.0%	-
512061 Equipment Rental	-	-	0.0%	-
Totals	-	-	0.0%	-
PERSONNEL TOTAL				
	-	-	0.0%	-
NON-PERSONNEL TOTAL				
	300	300	0.0%	-
DEPARTMENT TOTALS				
	300	300	0.0%	-

III. CAPITAL BUDGET

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 REVISED FINAL CAPITAL BUDGET 02/14/14**

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 Balance @ December 31, 2013:	\$ 11,400,000	\$ 4,550,000	\$ 1,335,000	\$ 625,000	\$ 930,000	\$ 11,150,000	\$ 10,000	\$ 30,000,000
Grant-Funded Projects								
MetroBase Project - FY11 Allocation Operations Bldg. (STA, SAKATA, PTMISEA)	\$ -	\$ 4,550,000	\$ 1,335,000	\$ -	\$ -	\$ 11,010,047	\$ -	\$ 16,895,047
MetroBase Project - Operations Bldg. / Other (SLPP)	\$ 4,550,000							\$ 4,550,000
MetroBase Project - FY10 Allocation (PTMISEA)						\$ 139,953		\$ 139,953
State of Good Repair #2 - 6 Buses, 42 MDC's (FTA, RES. RET. EARN.)	\$ 2,441,010							\$ 2,441,010
Video Surveillance Project - CCTV (STATE-1B)					\$ 489,495			\$ 489,495
Land Mobile Radio Project - LMR (STATE-1B)					\$ 440,505			\$ 440,505
Bus Stop Improvements (STIP)	\$ 141,401							\$ 141,401
Non-Revenue Vehicle Replacement (MBJAFCD, STA)	\$ 100,717			\$ 27,000			\$ 10,000	\$ 137,717
Pacific Station/Metro Center - Conceptual Design (FTA, RES. RET. EARN)	\$ 384,498							\$ 384,498
Pacific Station/Metro Center - MOU City of SC (FTA, RES. RET. EARN.)	\$ 220,500							\$ 220,500
Watsonville Transit Center - Conceptual Design (RES. RET. EARN., STA)	\$ 130,000			\$ 30,000				\$ 160,000
Subtotal	\$ 7,968,126	\$ 4,550,000	\$ 1,335,000	\$ 57,000	\$ 930,000	\$ 11,150,000	\$ 10,000	\$ 26,000,126
IT Projects								
Automated Purchasing System Software - Puridium (STA)				\$ 40,000				\$ 40,000
Subtotal	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ 40,000
Facilities Repair & Improvements								
Metro Center Repairs (RES. RET. EARN., STA)	\$ 260,000			\$ 26,000				\$ 286,000
Bus Stop Repairs / Improvements (RES. RET. EARN.)	\$ 53,000							\$ 53,000
WTC Renovations & Repairs (STA)				\$ 39,000				\$ 39,000
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	\$ 313,000		\$ -	\$ 121,000	\$ -	\$ -	\$ -	\$ 434,000

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 REVISED FINAL CAPITAL BUDGET 02/14/14**

PROJECT/ACTIVITY	NON-RESTRICTED - RESERVED RETAINED EARNINGS	PLEGGED - 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								
No current projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Revenue Vehicle Replacement								
Replace 3 Relief Vehicles (STA)				\$ 66,000				\$ 66,000
Replace Supervisor Vehicle-SUV (STA)				\$ 43,500				\$ 43,500
Replace Supervisor Vehicle-SUV (STA) (fr FY13)				\$ 5,000				\$ 5,000
Subtotal	\$ -	\$ -	\$ -	\$ 114,500	\$ -	\$ -	\$ -	\$ 114,500
Fleet & Maint Equipment								
Small Vehicle Lift - Fleet (STA)				\$ 25,000				\$ 25,000
Torque Wrench Calibration Tool (STA)				\$ 3,000				\$ 3,000
Subtotal	\$ -	\$ -	\$ -	\$ 28,000	\$ -	\$ -	\$ -	\$ 28,000
Office Equipment								
Replace two (2) Photocopier / Scanners (STA)				\$ 52,000				\$ 52,000
Subtotal	\$ -	\$ -	\$ -	\$ 52,000	\$ -	\$ -	\$ -	\$ 52,000
Misc.								
Ticket Vending Machine-SLV (1) (STA, RES. RET. EARN.)	\$ 80,000			\$ 22,000				\$ 102,000
Subtotal	\$ 80,000	\$ -	\$ -	\$ 22,000	\$ -	\$ -	\$ -	\$ 102,000
TOTAL CAPITAL PROJECTS	\$ 8,361,126	\$ 4,550,000	\$ 1,335,000	\$ 434,500	\$ 930,000	\$ 11,150,000	\$ 10,000	\$ 26,770,626
Estimated Ending Balance @ June 30, 2014:	\$ 3,038,874	\$ 1,592,500 (3)	\$ 1,335,000	\$ 190,500	\$ -	\$ 3,902,500 (3)	\$ -	\$ 10,059,374

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY14 REVISED FINAL CAPITAL BUDGET 02/14/14**

PROJECT/ACTIVITY	NON-RESTRICTED - RESERVED RETAINED EARNINGS	PLEGGED - 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
CAPITAL PROGRAM FUNDING								
PTMISEA (1B)						\$ 11,150,000		\$ 11,150,000
State Transit Assistance (STA)		\$ 4,550,000		\$ 434,500				\$ 4,984,500
Sakata / Lawsuit Proceeds			\$ 1,335,000					\$ 1,335,000
State Security Bond Funds (1B)					\$ 930,000			\$ 930,000
State-Local Partnership program (SLPP)	\$ 4,550,000 (4)							\$ 4,550,000
Federal Grants (FTA)	\$ 2,443,538 (4)							\$ 2,443,538
Statewide Transportation Improvement Program (STIP)	\$ 141,401 (4)							\$ 141,401
Monterey Bay Unified Air Pollution Control Dist (MBUAPCD)	\$ 100,717 (4)							\$ 100,717
Reserved Retained Earnings	\$ 1,125,470						\$ 10,000	\$ 1,125,470
Local Operating Match							\$ 10,000	\$ 10,000
TOTAL CAPITAL FUNDING BY FUNDING SOURCE	\$ 8,361,126	\$ 4,550,000	\$ 1,335,000	\$ 434,500	\$ 930,000	\$ 11,150,000	\$ 10,000	\$ 26,770,626
Non-Restricted Funds	\$ 1,125,470							\$ 1,125,470
Restricted Funds	\$ 7,235,656 (4)	\$ 4,550,000	\$ 1,335,000	\$ 434,500	\$ 930,000	\$ 11,150,000	\$ 25,635,156	\$ 25,635,156
Local Operating Match - provided by Salaries							\$ 10,000	\$ 10,000
TOTAL CAPITAL FUNDING	\$ 8,361,126	\$ 4,550,000	\$ 1,335,000	\$ 434,500	\$ 930,000	\$ 11,150,000	\$ 10,000	\$ 26,770,626
(1) Approximate amount of STA funds on hand 12/31/13 - funds are being used to backfill the local sales tax match for the SLPP grant								
(2) Original PTMISEA (1B) Program Allocation Request:								
FY08 PTMISEA Allocation Received						\$ 26,262,877		
FY09 PTMISEA Allocation Received						\$ 4,404,019		
FY10 PTMISEA Allocation Received						\$ 2,480,910		
FY11 PTMISEA Allocation Received						\$ 2,491,923		
Subtotal PTMISEA Cash Receipts thru 2/10/12						\$ 11,010,047		
Unpaid balance of remaining PTMISEA funds requested						\$ 20,386,899		
						\$ 5,875,978		
(3) Not all Metrobase 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								
	\$ 7,235,656							

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				
Non-Revenue Vehicle Replacement				
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
Fleet & Facilities Maintenance Equipment				
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
IT				
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
MISC				
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 Revised	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	

