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AGENDAS ONLINE
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COMMISSION MEMBERSHIP

- Caltrans (ex-officio) Rich Krumholz
- City of Capitola Kirby Nicol
- City of Santa Cruz Don Lane
- City of Scotts Valley Randy Johnson
- City of Watsonville Antonio Rivas
- County of Santa Cruz Ellen Pirie
- County of Santa Cruz John Leopold
- County of Santa Cruz Mark Stone
- County of Santa Cruz Neal Coonerty
- County of Santa Cruz Tony Campos
- Santa Cruz Metropolitan Transit District Dene Bustichi
- Santa Cruz Metropolitan Transit District Ron Graves
- Santa Cruz Metropolitan Transit District Marcela Tavantzis

The majority of the Commission constitutes a quorum for the transaction of business.

Article 8 Transportation Development Act Claims – only City and County representatives vote
Article 4 Transportation Development Act Claims, Policy Issues, and SAFE – all 12 members vote
1. Roll call

2. Oral communications

   *Any member of the public may address the Commission for a period not to exceed three minutes on any item within the jurisdiction of the Commission that is not already on the agenda. The Commission will listen to all communication, but in compliance with State law, may not take action on items that are not on the agenda.*

   *Speakers are requested to sign the sign-in sheet so that their names can be accurately recorded in the minutes of the meeting.*

3. Additions or deletions to consent and regular agendas

   **CONSENT AGENDA**

   *All items appearing on the consent agenda are considered to be minor or non-controversial and will be acted upon in one motion if no member of the RTC or public wishes an item be removed and discussed on the regular agenda. Members of the Commission may raise questions, seek clarification or add directions to Consent Agenda items without removing the item from the Consent Agenda as long as no other Commissioner objects to the change.*

4. Approve draft minutes of the May 6, 2010 regular SCCRTC meeting

5. Accept draft minutes of the May 11, 2010 Budget & Administration/Personnel Committee meeting

**POLICY ITEMS**

6. Accept state legislative updates

**PROJECTS and PLANNING ITEMS**

7. Accept second quarter FY 09-10 Regional Transportation Commission (RTC) work program progress report

8. Accept third quarter FY 09-10 Regional Transportation Commission (RTC) work program progress report

9. Approve FTA Section 5311 Rural Public Transit Program of Projects (Resolution)

10. Accept the Elderly & Disabled Transportation Advisory Committee’s 2009 committee report
BUDGET AND EXPENDITURES ITEMS

11. Fiscal Year (FY) 09-10 budget and work program amendment

12. Accept status report on Transportation Development Act (TDA) revenues

ADMINISTRATION ITEMS

13. Approve Regional Transportation Commission (RTC) ancillary benefits participation (Resolution)

14. Approve establishing a bank account with Santa Cruz County Bank (Resolution)

15. Approve agreement for technical computer services (Resolution)

15a. Approve sponsorship of AB2766 grant application for electric vehicle charging station (Resolution)

INFORMATION/OTHER ITEMS

16. Accept monthly meeting schedule

17. Accept correspondence log

18. Accept letters from SCCRTC committees and staff to other agencies
   a. Letter to the City of Watsonville from the Bicycle Committee regarding support for City of Watsonville urban greening planning grant
   b. Letter to the SCMTD from the Elderly & Disabled Transportation Advisory Committee regarding SCMTD’s FY 10-11 Transportation Development Act claim and service cut proposal
   c. Letter to the SCMTD from the Elderly & Disabled Transportation Advisory Committee regarding SCMTD’s request for input on senior/disabled discount bus pass policy
   d. Letter to Mary Lou Goecke from the Elderly & Disabled Transportation Advisory Committee regarding support for United Way’s 2-1-1
   e. Letter to Governor Arnold Schwarzenegger from the Elderly & Disabled Transportation Advisory Committee regarding retaining social service funding by closing corporate loopholes

19. Accept miscellaneous written comments from the public on SCCRTC projects and transportation issues

20. Accept information items - None

REGULAR AGENDA

21. Commissioner reports-oral reports
22. Director’s report – oral report  
   *(George Dondero, Executive Director)*

23. Caltrans report and consider action items
   
a. Construction projects report

24. Pedestrian Maintenance Report by the Pedestrian Safety Work Group  
   *(Karena Pushnik, Senior Transportation Planner)*
   
a. Staff report  
b. Pedestrian Maintenance Report and Appendices (enclosed separately for Commissioners and under ‘Reports’ on RTC website: [www.sccrtc.org](http://www.sccrtc.org))

25. FY 2010-11 Article 8 Transportation Development Act (TDA) claim for the Volunteer Center  
   *(Karena Pushnik, Senior Transportation Planner)*
   
a. Staff report  
b. Resolution approving TDA funds for the City of Santa Cruz on behalf of the Volunteer Center  
c. TDA claim form and background information from the Volunteer Center  
d. Minutes from the May 11 meeting of the City of Santa Cruz authorizing the city to act as claimant for the Volunteer Center

26. FY 2010-11 Article 8 Transportation Development Act (TDA) claim for Community Bridges  
   *(Karena Pushnik, Senior Transportation Planner)*
   
a. Staff report  
b. Resolution authorizing FY 2010-11 TDA Funds for the City of Santa Cruz on behalf of Community Bridges  
c. Claim form and background information from Community Bridges  
d. Minutes from the May 11 meeting of the City of Santa Cruz authorizing the city to act as claimant for the Volunteer Center

27. **10:00 A.M. PUBLIC HEARING:** 2010 Unmet Specialized Transportation and Transit Needs  
   *(Karena Pushnik, Senior Transportation Planner)*
   
a. Staff Report  
b. Draft SCCRTC list of unmet specialized transportation/transit needs for 2010

28. FY 2010–11 Transportation Development Act (TDA) claim from the RTC for administration, planning and operations  
   *(Daniel Nikuna, Fiscal Officer & Rachel Moriconi, Senior Transportation Planner)*
a. Staff report  
b. SCCRTC Article 3 and Article 8 claim  
c. Resolution approving Article 3 claim for administration  
d. Resolution approving Article 8 claim for planning  

29. Certification of the Final Supplemental Environmental Impact Report (FSEIR) and adoption of the 2010 Regional Transportation Plan (RTP)  
   (Rachel Moriconi, Senior Transportation Planner)  
   
a. Staff report  
b. Resolution  
c. Final EIR – online at: www.sccrtc.org/rtp.html  
d. Final RTP – online at: www.sccrtc.org/rtp.html  
e. Mitigation Monitoring Program (MMP) – online at: www.sccrtc.org/rtp.html  

30. Review of items to be discussed in closed session  

   CLOSED SESSION  

31. Conference with Real Property Negotiator Pursuant to Government Code 54956.8 for acquisition of the Santa Cruz Branch Rail Line Property: Santa Cruz Branch Rail Line from Watsonville Junction to Davenport  
   
   Agency Negotiator: Kirk Trost, Miller Owen & Trost  
   Negotiation Parties: SCCRTC, Union Pacific  
   Under Negotiation: Price and Terms  

   OPEN SESSION  

32. Report on closed session  

33. Adjourn to special meeting of the Service Authority for Freeway Emergencies  

34. Next Meetings  

The next Transportation Policy Workshop meeting is scheduled for Thursday, June 17, 2010 at 9:00 a.m. at the SCCRTC Offices, 1523 Pacific Avenue, Santa Cruz, CA.  

The next SCCRTC meeting is scheduled for Thursday, August 5, 2010 at 9:00 a.m. at the Scotts Valley City Council Chambers, 1 Civic Center Dr., Scotts Valley, CA.
HOW TO REACH US

Santa Cruz County Regional Transportation Commission
1523 Pacific Avenue, Santa Cruz, CA 95060
phone: (831) 460-3200 / fax (831) 460-3215
email: info@sccrtc.org / website: www.sccrtc.org

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Agenda packets: Complete agenda packets are available at the RTC office, on the RTC website (www.sccrtc.org), and at the following public libraries:
- Aptos Branch Library
- Central Branch Library
- Branciforte Library
- Scotts Valley Library
- Watsonville Library

For information regarding library locations and hours, please check online at www.santacruzpl.org or www.watsonville.lib.ca.us.

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HOW TO REQUEST

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(831) 460-3200 para hacer los arreglos necesarios. (Spanish language translation is available on an as needed basis.) Please make advance arrangements (at least three days in advance by calling (831) 460-3200.
MINUTES

Thursday  
May 6, 2010  
9:00 a.m.

Board of Supervisors Chambers  
701 Ocean St  
Santa Cruz CA 95060

1. Roll call

The meeting was called to order at 9:05 am.

Members present:  
Dene Bustichi  
Tony Campos  
Neal Coonerty  
Ron Graves  
Randy Johnson  
Don Lane  
Aileen Loe (ex officio)

Staff present:  
George Dondero  
Yesenia Parra  
Grace Blakeslee  
Cory Caletti

2. Oral communications

Jack Nelson, noting the current oil leak in the Gulf of Mexico and other spills throughout the world, asked that the Commission think carefully about decisions that depend on fossil fuel.

3. Additions or deletions to consent and regular agendas

Executive Director George Dondero reported that additional materials for Item 20 and add-on and replacement pages for Item 21 were distributed.

CONSENT AGENDA- (Leopold/Rivas – unanimous)
MINUTES

4. Approved draft minutes of the April 1, 2010 regular SCCRTC meeting

5. Approved draft minutes of the April 14, 2010 Transportation Policy Workshop meeting

6. Accepted draft minutes of the April 12, 2010 Bicycle Committee meeting

7. Accepted draft minutes of the April 13, 2010 Elderly & Disabled Transportation Advisory Committee meeting

POLICY ITEMS

No consent items

PROJECTS and PLANNING ITEMS

No consent items

BUDGET AND EXPENDITURES ITEMS

8. Accepted status report on Transportation Development Act (TDA) revenues

ADMINISTRATION ITEMS

9. Approved appointments and reappointments to the Elderly & Disabled Transportation Advisory Committee

INFORMATION/OTHER ITEMS

10. Accepted monthly meeting schedule

11. Accepted correspondence log

12. Accepted letters from SCCRTC committees and staff to other agencies

   a. Letter to the City of Capitola from the Bicycle Committee regarding the City’s Grant application for a Bikeway, Pedestrian and Public Transit Master Plan
   b. Letter to the City of Capitola from the Elderly & Disabled Transportation Advisory Committee regarding the City’s Bicycle/Pedestrian Master Plan

13. Accepted miscellaneous written comments from the public on SCCRTC projects and transportation issues
14. Accepted information items
   b. Flier from AMBAG announcing workshops regarding the 2035 Regional Blueprint

15. Review of items to be discussed in closed session

   The Commission adjourned into closed session at 9:10 am.

CLOSED SESSION

16. Conference with Real Property Negotiator Pursuant to Government Code 54956.8 for acquisition of the Santa Cruz Branch Rail Line Property: Santa Cruz Branch Rail Line from Watsonville Junction to Davenport

   Agency Negotiator: Kirk Trost, Miller Owen & Trost
   Negotiation Parties: SCCRTC, Union Pacific
   Under Negotiation: Price and Terms

OPEN SESSION

17. Report on closed session

   The Commission reconvened into open session at 10:09 am. There was nothing to report.

REGULAR AGENDA

18. Commissioner reports - none

19. Director’s report

   Executive Director George Dondero reported that he and Senior Planner Karena Pushnik attended several meetings with the local press; that Bike Week kicks off May 9th and Bike to Work Day is Thursday, May 13th; and that a Budget and Administration/Personnel Committee meeting is scheduled for Tuesday, May 11th. He said that directors and deputy directors from the Regional Transportation Planning Agencies in District 5 will meet with Caltrans on May 13th to discuss district issues. Mr. Dondero said that he will attend the Tranny Awards on May 19th in Sacramento where Gary Richards, who writes the “Mr. Roadshow” column for the Mercury News, will be honored as Person of the Year. He added that Mr. Richards was nominated by both Transportation Agency for Monterey County (TAMC) and the RTC for the award and will be
recognized by the Commission at the September RTC meeting. He noted that a STARS meeting is planned for June 3rd.

Deputy Director Luis Mendez added that a frequent reaction during meetings with the press is that of surprise at the variety of things that the RTC does.

20. Caltrans report and consider relevant action items

Aileen Loe, Caltrans District 5, said that the agency participated in Earth Day by picking up litter. She reported road closures on Highway 9 beginning on May 24th with full closure extending two miles north from the intersection with Highway 1 from June 7th until October. Businesses will remain open and detours will be made available to the public. She added that the Highway 1/Salinas Road interchange project is officially underway.

21. Santa Cruz Branch Rail Acquisition

Deputy Director Luis Mendez delivered the staff report saying that the RTC has been negotiating with Union Pacific to purchase the branch line since 2001. He reviewed the completed array of due diligence work, noting that the documents are available, for public review, on the RTC website. He said that the decision before the Commission today does not include considering commuter rail or a bike and pedestrian trail at this time and that the purchase will preserve an additional transportation corridor parallel to Highway 1. Mr. Mendez pointed out the notice of exemption for environmental review of the project and reported that the resolution being considered by the Commission was revised to include authorization to file the notice of exemption.

Public comment was taken.

**Micah Posner**, People Power, said he continues to receive letters supporting the acquisition and that he is ready to help with developing a trail along the right-of-way.

**Sam Storey**, Mayor of Capitola, said that the Capitola City Council unanimously supports the acquisition and that the benefits to the public are great.

**Bill Selvedge** opposed purchasing the branch line given that the state has no money and non-essential expenditures should not be made. He said that the train can not provide public transportation, that a dinner train is wishful thinking and that maintenance will be a burden on taxpayers.

**Piet Canin**, Ecology Action, urged the Commission to purchase the branch line saying that there will be federal funding sources for bike and walking projects and that currently Safe Routes to School funds could be used. He added that there is also potential for private donations.
Linda Wilshusen applauded the Commission for taking the step to purchase the branch line and said she wants to work with the Commission and staff in the future.

Jack Nelson appreciated the Commission and said that he was excited to be present for a historic moment.

Bruce Sawhill, Friends of the Rail Trail, said that hauling freight via train is more efficient than trucking, and that some funding from the Monterey Bay Sanctuary Scenic Trail (MBSST) could be used to develop a trail along the rail right-of-way. He said that the Transportation Funding Task Force indicated broad support for the acquisition and that buses and trains could work easily together.

Commissioner Johnson noted that inherent in questions about building a trail are the issues of the cost per mile to construct a trail and the locations where it is feasible for a trail to be situated along the right-of-way. He noted that there is a lot of support for a trail.

Luis Mendez said that some funds are set aside from funding secured by Representative Sam Farr for the MBSST study which could include trail segments alongside the rail line. In addition the County of Santa Cruz wants to extend the Wilder Ranch bike and pedestrian path four miles and the best alignment is along the rail line right-of-way. He said that the cost of building the existing Wilder Ranch bike and pedestrian path was about $1million per mile and that an analysis has not yet been done to determine how much of the rail line right-of-way could be used for a trail.

Commissioner Lane moved and Commissioner Rivas seconded to approve the staff recommendations that the Regional Transportation Commission (RTC):
1. Approve the Executive Director’s recommendation to purchase the Santa Cruz Branch Rail Line (Branch Line) presented at the RTC’s April 1, 2010 meeting; and
2. Adopt the attached resolution certifying that full due diligence was completed in the discovery of hazardous materials and that the State is indemnified against damages and cleanup liability; and
3. Adopt a resolution authorizing the Executive Director to enter into a purchase and sale agreement on behalf of the RTC for purchase of the Branch Line contingent on non-substantive revisions that may still be made to the agreement.

Commissioner Rivas said it was a historic moment. Commissioner Stone noted that a legacy was missed when the San Lorenzo Valley rail corridor went private. Commissioner Leopold said it is clear that the community wants the branch line purchased and that Proposition 116 was supported by 60 % of the voters in Santa Cruz County. He added that the acquisition is probably one of the most studied land purchases in county history and that it brings economic and environmental benefits to the community. Commissioner Coonerty said it
was a great opportunity to acquire a major asset and that there will be a public process to determine future use. Commissioner Pirie said she trusts that the people of Santa Cruz County will make wise decisions regarding how to use the right-of-way. Commissioner Campos thanked staff, complimented Deputy Director Mendez for his diligent work and Executive Director Dondero for bringing the community together. Commissioner Lane appreciated Commissioners who have worked on the project for so long.

Commissioner Johnson summed up opposing arguments saying that while some question if this is the best use of public funds, others feel that it is the opportunity of a lifetime. He said that sometimes it’s not just the bottom line that is important in a government decision but also the ancillary benefits to the community, that the corridor is a valuable piece of real estate and while there is a downside in terms of cost, the potential seems to outweigh the risks.

The motion (Resolutions 29-10 and 30-10) passed unanimously.

22. Preliminary recommendations for the final Regional Transportation Plan (RTP)

Senior Planner Rachel Moriconi presented the staff report saying that several changes to the draft RTP were recommended based on comments from the public, partner agencies, Commissioners and Commission committees. She said that the 2010 RTP is a minor update to the 2005 RTP, but that work is already beginning on the more extensive 2012 RTP, including a workshop on SB375. She said that comments on the environmental document are included in the final environmental document.

Commissioner Pirie corrected the name of the street for the Varnie road work project and directed staff to change the title to Varnie/Pioneer Rd.

Commissioners discussed the inclusion of a sales tax in 2012 as an assumption in the financial element. While the community may not be ready to approve a sales tax in 2012, eliminating it from the financial element could result in a reduction in funding for projects already underway. Executive Director Dondero noted that in order to synchronize the RTP with other regional plans and align the RTC with other agencies, the Commission is planning to update the RTP in 2012 and can revise the sales tax language at that time.

Commissioners also discussed the revisions regarding greenhouse gas emissions in Chapter 6 and the Vehicle Miles Traveled (VMT) projections provided by AMBAG.

**Jack Nelson** said that the RTC should drop a sales tax as an expectation. He said that he doesn’t think the RTP really plans for multi-modal transportation and that greenhouse gas emissions should be addressed now, not in 2012.

Commissioner Rivas moved and Commissioner Pirie seconded to approve staff recommendations that the Regional Transportation Commission:
1. Review and approve preliminary staff recommended changes for the final 2010 Regional Transportation Plan (RTP);
2. Review revised Chapter 6 on Greenhouse Gas Emissions;
3. Review comments received on the Draft 2010 Regional Transportation Plan (RTP); and,
4. Inform staff of any additional changes that should be made for the final document, scheduled for adoption at the June 3, 2010 meeting

The motion passed unanimously.

23. 2010 Regional Transportation Improvement Program (RTIP) amendments and State Transportation Improvement Program (STIP) update

Senior Planner Rachel Moriconi said that after the Commission adopted the RTIP at its January 14th meeting, project sponsors and California Transportation Commission (CTC) staff recommended some amendments. Among them are combining road improvement projects to more effectively use available funds, postponing a request for additional funding for the Soquel Morrissey Auxiliary Lanes project and shifting previously programmed funding for the rail line acquisition from Right of Way to engineering and construction.

Commissioners discussed the level of control the RTC has over various funding sources, prioritizing funds for local roads projects and possible impacts to other projects already underway. Commissioners expressed concerns regarding the possibility of the Commission acting as the lead agency for the Highway 1 Auxiliary Lanes construction due to the CTC’s more restrictive process when funding projects through local agencies.

Commissioner Pirie moved and Commissioner Rivas seconded to approve the staff recommendations that the Regional Transportation Commission:

1. Adopt a resolution amending the 2010 Regional Transportation Improvement Program (RTIP), as requested by project sponsors.

The motion (Resolution 31-10) passed with Commissioner Leopold voting “no”.

Commissioner Bustichi departed the meeting.

24. FY 10/11 requests for Transportation Development Act (TDA) funding from the Community Traffic Safety Coalition, the Ride ‘n Stride Program, and the Bike to Work Program

Senior Planner Cory Caletti said that funds for this annual TDA request are included in the FY 10/11 budget and that the claim reflects a 14% reduction in apportionments due to declining sales tax revenues. The Community Traffic Safety Coalition (CTSC) is a community based coalition that brings various agencies together to address bicycle and pedestrian safety issues. The Ride ‘n’
Stride Program is an elementary school-based bike and pedestrian education program. The Bike to Work Program has been sponsoring events and providing incentives to increase bicycle use for 23 years.

Responding to questions from Commissioner Johnson, Piet Canin, Ecology Action, said that Bike to Work is tracking email lists from events to measure if the Bike to Work event has a direct impact on long term bike use.

Commissioner Lane moved and Commissioner Coonerty seconded to approve the Bicycle Committee and staff recommendations that the Regional Transportation Commission:

1. Review the proposed FY 10/11 work plans and budgets for the County of Santa Cruz Health Services Agency’s Community Traffic Safety Coalition (CTSC) and Ride ‘n Stride Programs, and for Ecology Action’s Bike to Work (BTW) Program; and
2. Adopt resolutions approving claims for FY 10/11 funds for the CTSC, Ride ‘n Stride and BTW Programs.

The motion (Resolutions 32-10 and 33-10) passed unanimously.

25. Santa Cruz Metropolitan Transit District FY 10-11 Claim for Article 4 Transportation Development Act Funds and annual report

Senior Planner Karena Pushnik presented the staff report saying that the SCMTD’s claim is consistent with RTC Rules and regulations and the FY 10-11 RTC budget. She said that the funds can be used for either operations or capital projects.

Les White, SCMTD General Manager, commented that ridership is increasing while sales-tax revenues continue to decline.

Commissioner Tavantzis moved and Commissioner Leopold seconded to approve the Elderly and Disabled Transportation Advisory Committee (E&D TAC) and staff recommendations that the Regional Transportation Commission (RTC) adopt a resolution approving the Santa Cruz Metropolitan Transit District’s FY 10/11 Transportation Development Act (TDA) claim for $4,974,478 and to receive the annual report.

The motion (Resolution 34-10) passed unanimously.

26. Adjourn to special meeting of the Service Authority for Freeway Emergencies

The Commission adjourned to the SAFE meeting at 11:58 am
27. Next Meetings

The next Transportation Policy Workshop meeting is scheduled for Thursday, May 20, 2010 at 9:00 a.m. at the SCCRTC Offices, 1523 Pacific Avenue, Santa Cruz, CA.

The next SCCRTC meeting is scheduled for Thursday, June 3, 2010 at 9:00 a.m. at the Watsonville City Council Chambers, 275 Main St, Watsonville CA.

Respectfully submitted,

Gini Pineda, Staff

ATTENDEES

Robert Fontville  Kleinfeld
Elizabeth Hughe  Parson
Eduardo Montesno  UTU
Les White  SCMTD
Donna Hall
Jack Nelson
Larry Detloff
Bruce Sawhill  FORT
Katie LeBarron  HAS
Grant Norris
Theresia Rogerson  HAS
John Presleigh  County Public Works
Linda Wilshusen
Steve Wiesner  County Public Works
Bill Selvedge
Micah Posner  People Power
Sam Storey  City of Capitola
Piet Canin  Ecology Action
1. Introductions-none

2. Additions or changes to consent and regular agenda-none

3. Oral communications

Administrative Services Officer, Yesenia Parra gave an update on the Payroll Services for the Santa Cruz County Regional Transportation Commission (RTC) staff. She reported that staff interviewed 3 potential service providers and chose Paylocity as the RTC Payroll Service provider. Paylocity’s payroll system is web based and seemed to be the most flexible and prepared for future needs. The training offered by Paylocity is on-going and available to all staff. The cost proposed by Paylocity was also the lower than the other 2 vendors.

Ms. Parra also reported that staff met with several financial institutions to gather information so that the RTC can determine which institution would best serve their banking needs to hold in deposit the RTC funds. Staff will review the information and make a recommendation to the Commission at its June 3, 2010 meeting.

CONSENT AGENDA

4. Approved the December 10, 2009 meeting minutes

5. Accepted monthly TDA revenue report
6. Accepted third quarter FY 09-10 quarterly warrants reports and monthly credit card reports

REGULAR AGENDA

7. Ancillary insurance benefits for RTC staff

Administrative Services Officer, Yesenia Parra gave the staff reported stating that staff contacted several insurance carriers and worked with Barney & Barney LLC Company, an insurance broker to obtain quotes for the RTC ancillary benefits. Due to the RTC staff size, carriers could not provide disability insurance at two separate levels as it currently exists with the County; however, a combination of short and long term disability will provide the disability benefits required by the MOU’s. All staff have agreed to this benefit package.

Staff also researched 457 Deferred Compensation benefit plans, as the county will also no longer be able to provide this benefit to the RTC staff. CalPERS can offer the same benefit as other plans at no charge to the agencies and at a much lower cost to employees.

Overall, the quotes received for all required benefits show a lower cost than the current premiums paid to the Santa Cruz County.

Commissioners asked if staff was in agreement with these benefits and were happy to see that the benefits will be obtained at a cost savings.

Commissioner Leopold moved and Commissioner Stone seconded the staff recommendation to recommend that the Commission:

1. Purchase vision and dental care staff benefits from the Special District Risk Management Authority (SDRMA);
2. Purchase short and long term disability, life and accidental death and dismemberment, and employee assistance program staff benefits from Lincoln Insurance; and
3. Participate in the 457 Deferred Compensation Plan through CalPERS.

8. Adjournment – meeting adjourned at 3:50 pm

The next Budget and Administration/Personnel Committee meeting is scheduled for Thursday, August 12, 2010 at 3:30 p.m. in the RTC conference room, 1523 Pacific Ave, Santa Cruz, CA

Respectfully submitted,

Yesenia Parra, Staff
TO: Regional Transportation Commission  
FROM: Rachel Moriconi, Senior Transportation Planner  
REGARDING: State Legislative Updates

RECOMMENDATIONS

Staff recommends that the Regional Transportation Commission:

1. Receive an update on the State Budget; and 
2. Approve staff recommended positions on State bills (Attachment 1).

BACKGROUND

Every year the Regional Transportation Commission (RTC) adopts a legislative program to guide its support and opposition of state and federal legislative or administrative actions. Working with its legislative assistants and transportation entities statewide, the RTC develops and implements the RTC legislative program, monitoring bills and other federal and state actions that could impact transportation in Santa Cruz County.

DISCUSSION

State Budget

On May 14, 2010 Governor Schwarzenegger proposed revisions to the state budget (May Revise) to close a projected $20 billion deficit. Key components of the May Revise include cuts to state welfare programs, education, in-home care for the elderly and disabled, state worker compensation (pay cuts and payroll caps), and once again borrows from State Transportation accounts to help fill the gap.

Specifically, with regard to transportation, the Governor's Budget proposal would:

- Lend $650 million from the Highway Users Tax Account (HUTA) to the General Fund, to be repaid by June 30, 2013. These funds are the result of the “gas tax swap” transition from the sales tax on gasoline to an increased excise tax on gasoline. 
- Extend the date for repayment of loans from the State Highway Account to the General Fund from June 2011 to June 2012. 
- Re-direct $42 million from Caltrans capital support staffing costs to highway maintenance activities. The result will be staffing reductions and increased use of contract services. Additionally, Caltrans may require regional agencies, cities, and counties to pay for work they do on project initiation documents, such as those underway for Highway 1/San Lorenzo River Bridge Widening in the City of Santa Cruz and studies for Freedom Boulevard/Main Street/Highway 152 Intersection in Watsonville.
At this point, Caltrans Budgets staff does not anticipate that the delay of HUTA payments or repayment of other loans to transportation would delay any projects scheduled for FY10/11. However, as discussed at prior meetings, the severity of the state budget deficit can impact the state’s ability to sell bonds and consequently bond-funded transportation projects in Santa Cruz County. Notably, the Governor’s May Revise has received sharp criticism. Democratic legislators have proposed tax increases to address some of the budget gap. It remains to be seen what the final budget will include.

Caltrans is still analyzing the impact of the “gas tax swap” approved earlier this year on allocation capacity for the State Transportation Improvement Program (STIP) in FY10/11. As mentioned at prior meetings, the swap effectively replaced the sales tax on gasoline (and protections associated with Proposition 42) with a 17.3 cent-per-gallon gasoline tax increment (excise tax). The new tax structure is expected to generate more than $3 billion over the next decade. After payment of debt service, new excise tax funds will be split 44% for the State Transportation Improvement Program (STIP), 12% for State Highway Operations and Protection Program (SHOPP) and 44% for local streets and roads. Transit will receive funds from the sales tax on diesel.

**State Legislative Tracking and Positions**

JEA and staff have been monitoring several state transportation bills (Attachment 1). The full text of these bills is available online at [http://www.leginfo.ca.gov/bilinfo.html](http://www.leginfo.ca.gov/bilinfo.html). The RTC took positions on some of these bills in 2009. Of the bills that have been introduced in 2010, staff recommends that the RTC simply monitor most of the bills.

The RTC-sponsors SB 1418 – Transportation Motorist Aid Services, which would allow the RTC and other SAFEs to increase vehicle registration fees by $1 for motorist aid programs and expand eligible uses of SAFE fees, has passed through Senate committees and is expected to be approved by the Senate as a whole in late May. Staff is working with stakeholders on amendments to the bill that will satisfy concerns raised by legislative staff regarding call boxes.

Last day for bills introduced in 2010 to be passed out of their house of origin is June 4.

**SUMMARY**

This report provides an overview of state legislative activity. Staff recommends that the RTC take positions on several bills, as shown in Attachment 1 and receive information on the State Budget.

**Attachment: Bill Track**

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Location: 6/26/2009-S. E.Q.
Summary: Provides funding for the implementation of AB 32. Would require the state Air Resources Board to, no later than March 30, 2010, adopt a schedule of fees. The revenues collected would be deposited in the Climate Protection Trust Fund, which the bill would create. All other compliance revenues collected pursuant to the act, including fines and penalties, would be required to be deposited into the fund, and would be available, upon appropriation by the Legislature, for the purposes of carrying out the act.

Position: Watch

AB 266  (Carter D)  Transportation needs assessment.
Location: 6/11/2009-S. RLS.
Summary: Existing law creates the California Transportation Commission, with various duties and responsibilities relative to the programming and allocation of funds for transportation capital projects. Existing law requires the commission to submit, by December 15 of each year, an annual report to the Legislature summarizing the commission's prior-year decisions in allocating transportation capital funds and identifying timely and relevant transportation issues facing the state. This bill would require the commission, on an every-5-year basis, to develop an assessment of the unfunded costs of programmed state projects and federally earmarked projects in the state, as well as an assessment of available funding for transportation purposes and unmet transportation needs on a statewide basis. The bill would require the Department of Transportation to assist in conducting the assessment. The bill would require the commission to submit the first assessment report to the Legislature by March 1, 2011.

Position: Support

AB 726  (Nielsen R)  Transportation capital improvement projects.
Location: 6/16/2009-S. T. & H.
Summary: Existing law generally provides for allocation of transportation capital improvement funds pursuant to the State Transportation Improvement Program process. Existing law provides for 75% of funds available for transportation capital improvement projects to be made available for regional projects, and 25% for interregional projects. Existing law describes the types of projects that may be funded with the regional share of funds, and includes local road projects as a category of eligible projects. This bill would state that local road rehabilitation projects are eligible for these funds.

Position: Support

AB 1375  (Galgiani D)  High-speed rail.
Location: 4/21/2010-S. T. & H.
Summary: Existing law, the California High-Speed Train Act, creates the High-Speed Rail Authority to develop and implement a high-speed train system in the state, with specified powers and duties. Existing law, the Safe, Reliable High-Speed Passenger Train Bond Act for the 21st Century, approved by the voters as Proposition 1A at the November 4, 2008, general election, provides for the issuance of $9.95 billion in general obligation bonds for high-speed rail and related purposes. This bill would revise and recast these provisions by repealing and reenacting the California High-Speed Train Act. The bill would continue the High-Speed Rail Authority in existence to establish compensation of certain employees of the department, advise the Secretary of Business, Transportation and Housing and the Director of the Department of Railroads concerning high-speed rail matters, and annually adopt a 6-year high-speed train program for submission to the
Governor and the Legislature. The bill would create the Department of Railroads within the Business, Transportation and Housing Agency, which would succeed to most of the existing powers and responsibilities of the authority and would be responsible for implementing the high-speed train project. The director of the department would be appointed by the Governor, who would serve at the pleasure of the Governor, and the Governor would be authorized to appoint up to 10 executive employees of the department who would be exempt from civil service and serve at the pleasure of the director. The bill would provide for acquisition and disposition by the department of rights-of-way for the high-speed rail project. The bill would transfer the existing employees of the authority, other than the executive director, to the department. The bill would enact other related provisions.

Position: Monitor

**AB 1760** (Blumenfield D) Design-sequencing contracts.

**Location:** 5/620/2010-S. RLST. & H.

**Summary:** Until January 1, 2010, the Department of Transportation was authorized to conduct a pilot project to let design-sequencing contracts, as defined, for design and construction of not more than 12 transportation projects. These provisions are now repealed. This bill would reenact similar provisions, authorizing the department to let design-sequencing contracts for the design and construction of transportation projects, to be effective until January 1, 2016. The bill would require the department to prepare a status report to the Legislature each year during which design-sequencing contracts are underway, as specified.

Position: Monitor

**AB 2098** (Miller R) Public contracts: design-build contracts.

**Location:** 4/22/2010-A. TRANS.

**Summary:** Existing law sets forth requirements for the solicitation and evaluation of bids and the awarding of contracts by public entities for the erection, construction, alteration, repair, or improvement of any public structure, building, road, or other public improvement. Existing law, until January 1, 2014, also authorizes local transportation entities and the Department of Transportation, if authorized by the California Transportation Commission, to use a design-build process for contracting on certain transportation projects. Under these design-build provisions, the commission may authorize up to 5 local street or road, bridge, tunnel, or public transit projects of a local transportation entity, and up to 10 state highway, bridge, or tunnel projects of the Department of Transportation. This bill would provide that a project of a local transportation entity may be approved by the commission under these provisions for the design-build method of procurement if the project is consistent with the Policy Guidance for Project Authorizations under the Design-Build Demonstration Program adopted by the commission as Resolution G-09-09 on September 9, 2009. The bill would state that this modification shall be applied retroactively beginning with the date that Chapter 2 of the Statutes of 2009, 2nd Extraordinary Session, became operative. This bill contains other related provisions.

Position: Monitor

**AB 2147** (V. Manuel Perez D) Safe Routes to School construction program.

**Location:** 5/620/2010-S. RLST. & H.

**Summary:** Existing law requires the Department of Transportation, in consultation with the Department of the California Highway Patrol, to establish and administer a "Safe Routes to School" construction program pursuant to authority granted under specified federal law and to use federal transportation funds for construction of bicycle and pedestrian safety and traffic calming projects. Existing law requires the department to make grants available to local agencies under the program through a competitive grant process that considers various factors in rating the proposals. This bill would additionally require, in rating a proposal, the consideration of the proposal's benefit to a disadvantaged community, as defined, and the use of a public participation process, including a public meeting, as specified.

Position: Monitor

Summary: The California Global Warming Solutions Act of 2006 designates the State Air Resources Board as the state agency charged with monitoring and regulating sources of emissions of greenhouse gases. The state board is required to adopt a statewide greenhouse gas emissions limit equivalent to the statewide greenhouse gas emissions level in 1990 to be achieved by 2020, and to adopt rules and regulations in an open public process to achieve the maximum technologically feasible and cost-effective greenhouse gas emission reduction. This bill would require the executive officer of the state board to conduct 3 reviews on the implementation of the low-carbon fuel standard regulations adopted by the state board to regulate greenhouse gas emissions from transportation fuels. The bill would also require the executive officer of the state board to establish a low-carbon fuel standard advisory panel for purposes of participating in the reviews, as specified.

Position: Monitor

AB 2313 (Buchanan D) Greenhouse gas: emissions: significant effects.

Summary: The California Global Warming Solutions Act of 2006 requires the State Air Resources Board (state board) to adopt regulations to require the reporting and verification of emissions of greenhouse gases and to monitor and enforce compliance with the reporting and verification program, and requires the state board to adopt a statewide greenhouse gas (GHG) emissions limit equivalent to the statewide GHG emissions levels in 1990 to be achieved by 2020. This bill would require the office, on or after January 1, 2011, at the time of the next review of the guidelines prepared and developed by the office to implement CEQA, to prepare, develop, and transmit to the Secretary of the Natural Resources Agency recommended proposed changes or amendments to the guidelines regarding standards for determining significant effects on the environment resulting from GHG emissions. The bill would require the secretary to adopt those recommended proposed changes or amendments to the guidelines, upon receipt and review. This bill contains other existing laws.

Position: Monitor

AB 2579 (Evans D) Master Plan for Infrastructure Financing and Development Commission.

Summary: The California Constitution regulates the issuance of debt by the state and requires that debt in excess of $300,000 for which the state will be generally obligated be submitted to, and approved by, the voters. This bill would create the Master Plan for Infrastructure Financing and Development Commission, the mission of which would be to develop and recommend a plan to be presented to the Governor and Legislature that provides for financing, building, and maintaining the infrastructure necessary to meet the needs of Californians from the present to the year 2050, and to establish a process for periodically adjusting and adapting the plan in coming years to meet changing circumstances. The bill would require that the commission consist of 11 members: the Treasurer or his or her designee, and members appointed by the Governor, the Speaker of the Assembly, and the Senate Committee on Rules. The bill would authorize the Governor to appoint the chair of the commission who would work full time on commission business for an unspecified salary. The bill would authorize the chair, with the concurrence of the commission, to appoint an executive director, who would be exempt from civil service and be paid an unspecified salary. The bill would require that funding for the operating costs of the commission be available upon appropriation by the Legislature. The bill would require the chair of the commission to appoint the members of specified task force committees, to be composed of both members and nonmembers of the commission, and would require commission members to chair at least one task force committee in which they have expertise. The bill would provide that the subject matter responsibilities of these task force committees include, but not be limited to, planning and financing, transportation, housing, natural resources and conservation, and education. The commission would be required to establish a timeline for submission of periodic reports on its findings to the Governor and Legislature, provide opportunity for public comment and participation, and to incorporate existing state and local infrastructure reports, as specified, that reflect current or future infrastructure needs into its recommendations.
The bill would require the commission to submit its final report to the Governor and Legislature no later than December 1, 2012, and to be dissolved 30 days after issuance of the final report.

Position: Monitor

**AB 2640 (Arambula I) Income taxes: subsidized parking: credits: sales tax on qualified property: exclusion: qualified parking.**

**Calendar:** 5/28/2010 Upon Adjournment of Session - ASSEMBLY APPROPRIATIONS, FUENTES, Chair

**Summary:** The Personal Income Tax Law and the Corporation Tax Law authorize various credits against the taxes imposed by those laws. This bill would, under both laws, provide for a credit in a specified amount of the sales and use taxes paid by a qualified taxpayer for qualified property placed in service within this state, for taxable years beginning on or after January 1, 20102011, and before January 1, 2016. This bill contains other related provisions and other existing laws. **SHOW LONGER SUMMARY THAT DESCRIBES PARKING FEE PIECE**

Position: Monitor

**AB 2655 (Eng D) Natural resources: Advance Infrastructure Mitigation Program Act.**

**Calendar:** 5/28/2010 Upon Adjournment of Session - ASSEMBLY APPROPRIATIONS SUSPENSE, FUENTES, Chair

**Summary:** The California Environmental Quality Act (CEQA) requires a lead agency to prepare, or cause to be prepared, and certify the completion of, an environmental impact report on a project, as defined, that it proposes to carry out or approve that may have a significant effect on the environment, as defined, or to adopt a negative declaration if it finds that the project will not have that effect. This bill would enact the Advance Infrastructure Mitigation Program Act, which would establish the Advance Infrastructure Mitigation Program, including defining terms for that purpose. The bill would authorize the Natural Resources Agency (agency) to administer and implement the program by taking certain actions. Those actions would include preparing, approving, and implementing regional advance mitigation plans, the contents of which the bill would specify, for planned infrastructure projects, as defined, identified by an infrastructure planning agency, as defined. The bill would require the agency to publish a regional advance mitigation plan on its Internet Website for public review and comment 45 days prior to adoption of the plan. The bill would specify that the purpose of a regional advance mitigation plan is to provide effective mitigation and conservation of natural resources and natural processes on a landscape, regional, or statewide scale, to expedite the environmental review of planned infrastructure projects, and to facilitate the implementation of measures to mitigate the impacts of those projects by identifying and implementing mitigation measures in advance of project approval. The bill also would authorize the agency to acquire, restore, manage, monitor, and preserve lands, waterways, aquatic resources, or fisheries, or fund those actions, in accordance with an approved regional advance mitigation plan or as otherwise specified, and to establish or fund the establishment of mitigation banks and conservation banks and purchase credits at those types of banks. The bill would authorize the agency to take other actions with respect to mitigation credits or values created or acquired under the program. This bill contains other related provisions.

Position: Monitor

**AB 2663 (Lowenthal, Bonnie D) Local government: federal fiscal year.**

**Calendar:** 5/28/2010 Upon Adjournment of Session - ASSEMBLY APPROPRIATIONS SUSPENSE, FUENTES, Chair

**Summary:** Existing state constitutional law requires specified revenues from the ad valorem tax on real property, the Highway Users Tax Account, the Transportation Investment Fund, and the revenue from taxable property in a redevelopment project to be deposited in various accounts and to be allocated, in part, to cities, counties, or cities and counties, for prescribed purposes. Existing law also requires, for specified periods during the 2009-10 and 2010-11 fiscal years, the borrowing, transfer or suspension of these allocated revenues, as prescribed. This bill would make several legislative findings and declarations relating to cities, counties, and cities and counties that observe the federal fiscal year calendar. The bill would provide that if the Legislature transfers, borrows from, or suspends these allocated revenues, the respective transaction would be suspended during the months of July, August, and September for a city, county, or city and county observing the federal fiscal year. The transfer, borrowing, or suspension of revenues would instead commence on October 1.
AB 2703  (John A. Perez D)  Federal transportation economic stimulus funds: 2nd round.
Calendar: 5/17/2010  #4  ASSEMBLY ASSEMBLY SECOND READING FILE
Summary: Existing law establishes special procedures and formulas for allocation and expenditure of federal transportation economic stimulus funds awarded to the state in 2009. Under these provisions, the Department of Transportation, with the approval of the Department of Finance, may make a loan or loans from a specified portion of those federal funds for the purpose of advancing projects meeting certain criteria that otherwise would be funded from the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006, a general obligation bond measure approved by the voters in November 2006 as Proposition 1B. This bill would provide similar authority to advance those projects with loans of federal funds awarded to the state in 2010 under the 2nd round of federal transportation economic stimulus funds. In order to be eligible for an advance, a project would need to have been programmed for Proposition 1B bond funds by an unspecified date and May 1, 2010, and be ready to be awarded within 90 days of federal apportionment. Upon repayment of the loans, these funds would be available for appropriation by the Legislature for the State Highway Operation and Protection Program. This bill contains other related provisions.

Position: Monitor

ACA 9  (Huffman D)  Local government bonds: special taxes: voter approval.
Location: 1/14/2010-A. INACTIVE FILE
Summary: The California Constitution prohibits the ad valorem tax rate on real property from exceeding 1% of the full cash value of the property, subject to certain exceptions. This measure would create an additional exception to the 1% limit for a rate imposed by a city, county, city and county, or special district to service bonded indebtedness, incurred to fund specified public improvements, facilities or buildings, and housing, and related costs, that is approved by 55% of the voters of the city, county, city and county, or special district, as applicable. This additional exception would apply only if the proposition approved by the voters results in bonded indebtedness that includes specified accountability requirements. This bill contains other related provisions and other existing laws.

Position: Support

ACA 15  (Arambula I)  Local government transportation projects: special taxes: voter approval.
Location: 6/1/2009-A. INACTIVE FILE
Summary: The California Constitution conditions the imposition of a special tax by a city, county, or special district upon the approval of 2/3 of the voters of the city, county, or special district voting on that tax, except that certain school entities may levy an ad valorem property tax for specified purposes with the approval of 55% of the voters within the jurisdiction of these entities. This measure would alternatively condition the imposition, extension, or increase of a special tax by a local government for the purpose of providing funding for local transportation projects upon the approval of 55% of its voters voting on the proposition. The measure would also make conforming and technical, nonsubstantive changes.

Position: Support

SB 10  (Leno D)  Voter-approved local assessment: vehicles.
Calendar: 5/1724/2010  #4810  ASSEMBLY UNFINISHED BUSINESS RECONSIDERATION
Summary: Existing law authorizes certain counties to impose a local vehicle license fee not exceeding $10 per vehicle, as provided, for the privilege of operating specified vehicles on public roads in the county. Existing law requires a county imposing this fee to contract with the Department of Motor Vehicles to collect and administer the fee, as specified. This bill would authorize counties and the City and County of San Francisco to impose a voter-approved local assessment for specified vehicles if certain conditions, including approval by local voters, are met. The bill would require the county or the city and county to contract with the department to collect and administer the assessment, as provided. This bill contains other related provisions and other existing laws.
Position: Monitor

SB 409  (Ducheny D)  Passenger rail programs: strategic planning.
Summary: Existing law creates the Department of Transportation in the Business, Transportation and Housing Agency, with various powers and duties relative to the intercity passenger rail program, among other transportation programs. Existing law creates in state government the High-Speed Rail Authority, with various powers and duties relative to development and implementation of a high-speed passenger train system. The authority has 9 members, 5 appointed by the Governor and 4 appointed by the Legislature. Existing law also creates in state government the California Transportation Commission, with various powers and duties relative to programming of transportation capital projects and assisting the Secretary of Business, Transportation and Housing in formulating state transportation policies. This bill would place the High-Speed Rail Authority within the Business, Transportation and Housing Agency. The bill would require the 5 members of the authority appointed by the Governor to be appointed with the advice and consent of the Senate. The bill would require the authority to annually submit a funding plan to the California Transportation Commission for approval, identifying the need for investments during the fiscal year and the amount of bond sales necessary to accommodate those investments. This bill contains other related provisions.

Position: Watch

SB 1215  (Price D)  Public contracts: architectural and engineering services firms: prequalification lists.
Calendar: 5/24/2010  #7874  SENATE SENATE BILLS-THIRD READING FILE
Summary: The California Constitution provides that state and other governmental entities have the choice and authority to contract with qualified private entities for architectural and engineering services, as defined. Existing law also requires that the choice and authority to contract extend to all phases of project development, including permitting, environmental studies, rights-of-way services, design phase services, and construction phase services. This bill would, at the election of the Department of Transportation, until January 1, 2014, authorize the department to establish prequalified lists of architectural and engineering services firms. The bill would require the department, for each category of architectural and engineering service, to establish separate lists for small, medium, and large projects for each of the department's 12 districts. The bill would require the department to comply with certain requirements relating to the advertisement and award of contracts in the event the department utilizes the prequalification list, and would require, on or before January 1, 2014, the department to submit a report to the Legislature containing a description of any contract that is awarded.

Position: Monitor

SB 1299  (Lowenthal D)  Vehicles: vehicle miles traveled fee (VMT).
Calendar: 5/27/2010  Upon adjournment of session  SENATE APPROPRIATIONS SUSPENSE, KEHOE, Chair
Summary: Existing law requires the Department of Motor Vehicles and the Department of the California Highway Patrol to each file, at least monthly with the Controller, a report of money received by the department covering all fees for applications accepted by the department and all other moneys received by the Department of Motor Vehicles under the Vehicle Code and, at the same time, to remit all money so reported to the Treasurer. This bill would require the Department of Motor Vehicles to develop and implement, by January 1, 2012, a pilot program designed to assess the following issues related to implementing a vehicle miles traveled (VMT) fee in California. The bill would also require the department to prepare and submit a specified report of its findings to the policy and fiscal committees of the Legislature no later than June 30, 2012. This bill contains other existing laws.

Position: Support in concept

SB 1348  (Steinberg D)  California Transportation Commission: guidelines.
Calendar: 5/24/2010  Anticipated Hearing--  SENATE APPR.
Summary: Existing law generally provides for programming and allocation of state and federal funds available for transportation capital improvement projects by the California Transportation Commission, pursuant to various requirements. Existing law authorizes the commission, in certain cases, to adopt guidelines relative to its programming
and allocation policies and procedures. This bill would establish specified procedures that the commission would be
required to utilize when it adopts guidelines pursuant to a statutory authorization or mandate that exempts
and would exempt the commission adoption of those guidelines from the requirements of the Administrative Procedure Act. This bill contains other existing laws.

**Position:** Monitor

**SB 1371 (Lowenthal D) Federal transportation economic stimulus funds: 2nd round.**

**Location:** 5/10/2010-A. DESK

**Summary:** Existing law generally provides for programming and allocation of state and federal transportation capital improvement program funds pursuant to the state transportation improvement program process administered by the California Transportation Commission. Under these provisions, 25% of available funds are available for interregional improvement projects nominated by the Department of Transportation, subject to a requirement that 60% of these funds be available for projects in nonurbanized areas on the interregional road system and for intercity rail projects. The remaining 75% of available funds are available for regional improvement projects nominated by regional agencies. All funds programmed through the state transportation improvement program process are subject to the north-south split, and the regional improvement funds are further subject to the county shares formula. This bill would require the Department of Transportation to work with local transportation agencies to develop a list of potential projects that may be awarded within a 90-day period of the award to the state of 2nd round federal transportation economic stimulus funds. The bill would require the department to submit a monthly status report to the Legislature, as specified, with respect to certain milestones for expenditure of these funds. The bill would make related legislative findings and declarations. This bill contains other related provisions and other existing laws.

**Position:** Monitor

**SB 1418 (Wiggins D) Transportation: motorist aid services.**

**Calendar:** 5/24/2010 #7167 SENATE SENATE BILLS-THIRD READING FILE

**Summary:** Existing law authorizes the establishment of a service authority for freeway emergencies in any county if the board of supervisors of the county and the city councils of a majority of the cities within the county adopt resolutions providing for the establishment of the service authority. Existing law authorizes the Metropolitan Transportation Commission to function as the service authority for freeway emergencies in the San Francisco Bay area counties upon adoption of a resolution, as specified. Existing law authorizes a service authority to impose a fee of $1 per year on vehicles registered in the counties served by the service authority. Existing law requires moneys received by a service authority to be used for the implementation, maintenance, and operation of a motorist aid system of call boxes and authorizes moneys received by a service authority in excess of what is needed for that system to be used for additional motorist aid services, including, among other things, changeable message signs and lighting for call boxes. Existing law requires any plan or amendment to a plan for a motorist aid system of call boxes for any state highway route to be approved by the Department of Transportation and the Department of the California Highway Patrol. This bill would authorize those service authorities to be established for freeway and expressway services, instead of only freeway emergencies, and would revise the provisions authorizing excess moneys to be used for additional motorist aid services to authorize those moneys to be used for the implementation, maintenance, and operation of systems, projects, and programs to aid and assist motorists, including, among other things, freeway service patrol, mobile roadside assistance systems, intelligent transportation systems, and traveler information systems. The bill would authorize the Metropolitan Transportation Commission to place call boxes to assist motorists in specified parking or roadway areas in mutually agreed upon state and federal parks. The bill would authorize a service authority to impose a fee of up to $2 per year on vehicles registered in the counties served by the service authority. The bill would provide that any amendment to an existing plan for a motorist aid network of call boxes adopted by a service authority shall be deemed to be approved by the Department of Transportation and the Department of the California Highway Patrol unless rejected within 120 days of receipt of the amendment.

**Position:** Sponsor
SB 1445  (DeSaulnier D)  Planning.
Calendar: 5/17/2010  #8580  SENATE SENATE BILLS-THIRD READING FILE
Summary: Existing law creates the Strategic Growth Council consisting of the Director of State Planning and Research, the Secretary of the Natural Resources Agency, the Secretary for Environmental Protection, the Secretary of Business, Transportation and Housing, the Secretary of California Health and Human Services, and one public member appointed by the Governor. Existing law specifies the powers and duties of the council with respect to identification and review of activities and programs of member agencies that may be coordinated to improve certain planning and resource objectives and associated matters, including provision of financial assistance to support the planning and development of sustainable communities. Existing law requires the council to report to the Legislature not later than July 1, 2010, and every year thereafter, on the financial assistance provided. This bill would instead provide for an initial reporting date of July 1, 2012. The bill would require the council to coordinate certain of its activities with the Planning Advisory and Assistance Council. This bill contains other related provisions and other existing laws.

Position:  Monitor

SB 1475  (Simitian D)  Vehicles: electronic wireless communications devices: prohibitions.
Calendar: 5/24/2010  #8681  SENATE SENATE BILLS-THIRD READING FILE
Summary: Existing law requires the Department of Motor Vehicles to examine applicants for specific driver's licenses and requires that the examination include, among other things, a test of the applicant's knowledge and understanding of the provisions of the Vehicle Code governing the operation of vehicles upon the highways. This bill would require the department to include a test of the applicant's understanding of the distractions and dangers of handheld cell phone use and text messaging while operating a motor vehicle. This bill contains other related provisions and other existing laws.

Position:  Monitor

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101 Work Program and Budget

Staff worked with the Independent Auditor to complete and submit to the State Controller the FY 08-09 audit reports of the Regional Transportation Commission (RTC) and Transportation Development Act (TDA) claimants who received funds for the fiscal year of the audit. Staff issued a request for proposals for the 2009 triennial performance audit of the RTC, Transit District, and the specialized transit operators (Community Bridges and the Volunteer Center). Staff monitored the status of the indirect cost allocation plan (ICAP), which was submitted to Caltrans’ Audits and Investigations Division in late July; the RTC requested approval of an indirect cost rate of 82%.

Due to a continuing decline in sales tax revenue resulting from the economic recession, staff requested the County Auditor to review the TDA Revenues estimate and staff received a new estimate with a 9.9% reduction in funds. Staff completed work on the FY 09-10 major fall budget and work program amendment which was approved by the Commission in October to reflect the revised TDA revenues and to include carryover revenues and expenditures from FY08/09.

General Administration

The Budget and Administration/ Personnel (B&A/P) Committee met once this quarter. The Committee approved a work program and budget amendment to incorporate the recently secured partnership planning grant for a 511 system plan. The Committee also approved conversion of the RTC’s annual work program to the format adopted by the Association of Monterey Bay Area Governments (AMBAG)

The RTC office was closed for furlough from December 28 through December 31, 2009.

112 Plan Coordination

During this period, staff attended meetings of the California Transportation Commission (CTC), the Regional Transportation Planning Agency (RTPA) Group, the Self Help Counties Coalition, the
California Association of Councils of Government (CalCOG), the Caltrans Regional Coordination Group, and the Santa Cruz Metropolitan Transit District (SCMTD) Board of Directors. Staff participated in regional coordination meetings with staff from the Association of Monterey Bay Area Governments (AMBAG), the Transportation Agency for Monterey County (TAMC), and the San Benito Council of Governments (SBCOG). The Interagency Technical Advisory Committee (ITAC) met three times this quarter.

With the assistance of its state and federal legislative assistants, staff continued to monitor and report on various state and federal legislative issues, including bills monitored and signed by the Governor in 2009, the FY09/10 State Budget, SAFETEA-LU Reauthorization, Federal Jobs for Main Street Act, and state and federal climate change legislation. Staff worked with the RTC’s legislative assistants, RTC board, RTC committees, and other transportation entities in the state to develop the Draft 2010 Legislative Program.

RTC staff participated in meetings with representatives of the business community to discuss the RTC’s projects and funding challenges.

113 Public Information

Through its website and the media, the RTC continued to provide information and highlights regarding RTC actions at its meetings.

During this period, the project to redesign and refresh the Commission and Commute Solution websites moved forward with work on both the design and content for the new sites. The RTC sent information to the media about a public hearing held to solicit input on the local projects included in the State Transportation Improvement Program funds. In addition, the RTC continues to broadcast through Community TV its regular monthly meetings and place meeting agendas and packets for its meetings on the RTC website. Agendas for committee meetings and other information such as audit reports, approved budgets and work programs, and project information are also placed on the RTC website and maintained.
**177 Freeway Service Patrol (FSP)**

RTC continued to administer the FSP contracts for Highways 1 and 17. Staff submitted all required documents to Caltrans to initiate billing for FSP ARRA funding and executed a program supplemental agreement with Caltrans for this purpose. Staff completed all monthly reporting requirements for the FSP ARRA funds. Staff updated the 2010 FSP Operations Schedule to reflect additional Highway 1 weekend service on peak travel weekends funded by ARRA. Staff received and reviewed monthly FSP assist data used to monitor program effectiveness.

**178 Service Authority for Freeway Emergencies (SAFE)/Call Boxes**

RTC staff worked with the RTC’s call box service providers, including Case Systems Inc., AT&T and Connections Communications to maintain the system and provide service.

Staff continued to administer the Safe on 17 Program including reviewing invoices and tracking injury and fatal collisions on Highway 17. Staff worked with the Metropolitan Transportation Commission to administer the Safe on 17 funding agreement.

Staff took the lead on initiating a statewide legislative proposal, known as the SAFE Modernization proposal, which would modify the existing SAFE statute to authorize an individual SAFE to increase the SAFE fee by one dollar per vehicle per year and clarify the allowable uses of the funds for motorist aid services. Tasks included drafting revised language and coordinating with other SAFE programs throughout California.

Staff began to develop the agreements with TAMC and Caltrans required to begin work on a Monterey Bay Area 511 Feasibility and Implementation Plan and amended the SCCRTC Budget and Work Program to add a separate work element for tasks associated with the Monterey Bay Area Feasibility and Implementation Plan. Staff provided an overview of 511 programs to the Commission.

**179 Transportation Demand Management (TDM) – Commuter Services**

Through employer contacts, the website, the 429-POOL phone line, and email, Commute Solutions produced carpool matchlists, provided
personalized trip planning services and referrals, and served as a clearinghouse for information about transportation demand management.

Staff continued collaborating with the Metropolitan Transportation Commission (MTC) and its contractor, Parsons Brinckerhoff, to provide web-based carpool/vanpool and bike-buddy matching services to Santa Cruz County residents and commuters. Staff continued to provide feedback to MTC/PB about features of the new ridematch system implemented in May 2009 and which is being rolled out in phases.

Commission staff continued working with employers and local, regional and state partner agencies including: Caltrans, the Association of Monterey Bay Area Governments (AMBAG), Ecology Action (EA), the Pajaro Valley Transportation Management Association (PVTMA), the Transportation Agency for Monterey County, San Benito County Council of Governments and the Monterey Bay Unified Air Pollution Control District (MBUAPCD), Santa Cruz Metropolitan Transit District (SCMTD) and local jurisdictions on general sustainable transportation outreach.

In cooperation with other regional rideshare agencies and TDM organizations, staff participated in initial planning efforts to conduct a regional Rideshare Week campaign in October 2010. Staff continued work on developing a countywide carpool incentive program and continued implementing recommendations from the TDM analysis approved by the Commission in March 2008. Staff also began work on developing a commuter resource guide and updating the Park and Ride lot map.

Staff continued distributing Santa Cruz County Bikeways maps to area bicycle shops, community agencies and transportation partners and began preparations for a new update and reprinting. Staff continued to coordinate with the Community Traffic Safety Coalition, the Bike to Work/School Programs and the Folding Bikes in Buses Program, regarding program and funding administration and billing.

231 Transportation Monitoring and Evaluation

Traffic counts were conducted at the University of California at Santa Cruz this quarter. Staff worked on developing GIS maps of traffic counts.
411 Land Use/Transportation Coordination

Staff continued to monitor and review draft environmental documents for projects with potential transportation impacts. RTC staff also participated in meetings with staff from planning departments, redevelopment agencies and AMBAG to discuss regional Blueprint planning and implementation of SB 375 and provided comments on the draft Envisioning the Monterey Bay Blueprint Plan.

614 Bicycle and Pedestrian Planning Program

The Bicycle Committee met twice during this quarter. Due to revenue shortfalls and workload reductions needed, continued meeting bimonthly as was decided for the FY 09-10. Subcommittees which were re-invigorated to accomplish necessary tasks and staff facilitated their work by providing resources or information. Staff provided the Bicycle Committee with monthly packets of information on current issues and followed up on projects as directed. Staff organized meetings with local jurisdiction representatives to review design elements of new projects, signs or roadways needing improvement. Staff also wrote letters regarding bikeway facilities, policies or funding issues on behalf of the Bicycle Committee. Staff continued to recruit orient newer members to the Bicycle Committee’s roles, responsibilities and procedures. Staff also solicited new members to fill vacancies and processed appointment applications on the Bicycle Committee.

After RTC approval in June, 2009 of RSTP funding for a County-wide Bicycle Route Signage Program in the amount of $100,000, RTC staff began coordinating with local jurisdiction representatives regarding implementation activities. The way-finding or guide signage program will direct bicyclists to safe and convenient facilities when navigating through the county’s roadways. Staff provided a status update to the RTC this quarter regarding appropriate timing to begin planning given that all cities and county representatives are facing staff time reductions/furloughs as well as increased work loads due to strict deadlines related to ARRA projects delivery. The project requires coordination with all agencies.

The County-wide Bicycle Route Signage also involves coordination with multiple route way finding signage programs currently being planned such as the US Numbered Bike Route program and a similar statewide
initiative. RTC staff digitized the Pacific Coast Bicycle Route for consideration for the US Numbered Bike Route effort. Staff worked with Caltrans staff to re-designate the Pacific Coast Bicycle Route off of Mission St in Santa Cruz and onto alternate roadways due to the thoroughfare’s high commercial truck and personal vehicle traffic, as well as the number of bicyclist fatalities on that roadway segment.

RTC staff continued coordinating with the City of Scotts Valley and the County of Santa Cruz in preparation of their Bicycle Plan updates. Staff also assisted the City of Watsonville in preparation for their Bicycle Plan update. The three jurisdictions plan on submitting updated plans to Caltrans by December, 2010 and all require compliance with the Streets and Highways Code as well as Bicycle Committee and RTC staff review.

Staff attended monthly meetings of the Community Traffic Safety Coalition (CTSC) coordinating with this group on issues relating to bicycle and pedestrian safety. Staff also received the agency’s yearly Bicycle Observation Study, brought it to the Bicycle Committee for review, and assisted in the group’s FY 10/11 work plan development.

RTC staff also provided assistance in the development of a work plan and budget for a newly funded CTSC South County Bicycle/Pedestrian Work Group. The RTC approved $100,000 in RSTP funding for the new program in June, 2009 contingent on re-submission of an acceptable work plan. The RTC received and approved the work plan during this quarter.

Staff communicated with public works department’s staff regarding Bicycle Hazard Report and Pedestrian Access Report forms submitted by members of the public. Members of the public submit reports regarding bicycle or pedestrian hazards or access issues and RTC staff informs public works staff members for follow up action. RTC staff continued promotion of the reporting forms and began designing an online submission form to be integrated into the upcoming RTC website update. Staff will work with local jurisdictions and bicycle/pedestrian groups to review the draft form. CTSC staff and Bicycle Committee members provided invaluable assistance.

Staff began work on a Final Report for the Bike Secure Program Phase III and tabulated a total of 532 bicycle parking spaces provided through that program. Staff also processed applications and distributed bike racks through the Bikes Secure Phase IV Program and
advertised the program to area entities. The program is funded through the Monterey Bay Unified Air Pollution Control District’s A2766 program.

RTC staff worked with the City of Santa Cruz to bring Transportation Development Act allocation requests to the RTC for approval following review by the E&D TAC and the Bicycle Committee.

Staff entered into final contract negotiations with the consultant firm RRM Design for the production of a Master Plan and Environmental Review for the Monterey Bay Sanctuary Scenic Trail (MBSST) Network, a planned bicycle and pedestrian pathway network spanning the length of the Monterey Bay coastline. Staff also continued to work with Coastal Conservancy staff to position the RTC for receipt of Coastal Conservancy funding once it becomes available from the state to supplement funding of the Master Plan and Environmental Review document. Finally, Congressman Sam Farr, the MBSST’s Network’s major champion, secured an additional $400,000 for future construction of the Santa Cruz County segment of the trail.

Finally, RTC staff worked on development of the 2010 Regional Transportation Plan update and provided statistics regarding bicycle usage in Santa Cruz County as well as existing programs.

621 Specialized Transportation

The Elderly and Disabled Transportation Advisory Committee (E/D TAC) met twice this quarter. Meeting topics included: providing input on METRO’s revised bus route maps, recommending approval of a City of Santa Cruz Transportation Development Act claim for analysis of a Branciforte Creek Bicycle and Pedestrian Bridge, receiving input on the transfer of service providers for out-of-county medical rides, receiving information about environmental document review, providing input on METRO’s non-discrimination and disadvantaged business enterprise goal policies, and providing quarterly reports/requested information from the service providers.

Also this quarter, the Pedestrian subcommittee met two times. The Work Group continued to work on the development of a plan to assist local jurisdictions with outreach to private property owners regarding their responsibilities, reviewed the scope of work for the grant awarded to develop accessible pedestrian facilities and safe paths of travel to transit, and took a position on the Federal Transit
Administration policy regarding funding for pedestrian and bicycle facility upgrades near transit facilities.

622 Regional Transportation Plan

Staff continued to meet with AMBAG, TAMC, and SBCOG staff to coordinate Regional Transportation Plan updates. Staff worked on minor updates for the 2010 document, including updates to the text and review of the draft supplemental EIR. Staff worked with partner agencies to implement a plan for meeting SAFETEA-LU requirements related to regional mitigation strategies. Staff reviewed and provided comments on a Monterey Bay Area Regional Mitigation White Paper. Staff continued to work with local agencies to implement the projects and policies included in the existing Regional Transportation Plan through their planning and capital improvement program actions and staff continued to monitor projects to ensure consistency with the RTP.

Staff continued to monitor Air Resources Board, legislative, and California Transportation Commission (CTC) proposals for expanding the focus of RTPs to address global warming. Staff reviewed proposed state updates to RTP Guidelines.

631 Transportation System Management

Staff continued to investigate applications of TSM elements to relieve congestion in Santa Cruz County and the potential to leverage technological advancements to increase data collection and disseminate transportation information. Staff reviewed usage of TSM elements. Staff sought opportunities to install new detection equipment on Highways 1 and 17. Staff evaluated and provided input on proposed new locations for Changeable Message Signs on Highway 1.

641 Transportation Improvement Program

Staff worked with project sponsors to continue implementing projects selected to receive $12.1 million in federal American Recovery and Reinvestment Act (ARRA) funds and the RTC approved a backup plan to ensure all funds were obligated by FHWA and Caltrans deadlines and that no funds were lost to the region.

Staff worked with project sponsors, Caltrans, Association of Monterey Bay Area Governments (AMBAG) and the California Transportation Commission (CTC) to implement funding amendments, allocations,
and obligations, including several amendments to the Federal Transportation Improvement Program (FTIP) and allocation of State Transportation Improvement Program (STIP) funds for the Highway 1 Soquel-Morrissey Auxiliary Lanes project. Staff continued to work with project sponsors to ensure that state and federal funding deadlines and other requirements were met.

Staff worked with project sponsors, RTC committees, and the RTC board to prepare the state-mandated Draft 2010 Regional Transportation Improvement Program (RTIP). Staff attended monthly meetings of the California Transportation Commission. Meetings centered on development of the 2010 State Transportation Improvement Program (STIP), State Budget deficits and the resulting FY-09/10 STIP Allocation Plan, federal economic stimulus, Proposition 1B programs, global warming initiatives, and various state and federal regulations.

682 Rail/Trail Authority

The RTC continued to negotiate with Union Pacific on the rail line acquisition through its negotiator, Kirk Trost of Miller, Owen and Trost, and the RTC was informed of progress in closed sessions. Staff worked with the negotiations consultant and technical consultants to prepare information required for negotiations with Union Pacific and the new shortline freight operator, Sierra Northern Railway. During this period, the RTC working with consultants completed most of the due diligence work. Appraisals of the property are in the final stages of completion. During this period the California Transportation Commission (CTC) approved the environmental document for the project in preparation for future consideration of the funding application and allocation request. RTC staff met with CTC Commissioners and CTC staff to discuss the funding application and allocation request and ensure that all that is necessary is done to secure the necessary funding.

683 Highway 1 HOV Lane - Project Approval/Environmental Document (PA/ED)

In October the RTC received a presentation from representatives of the North American Sustainable Transportation Council (NASTC) who are developing the Sustainable Transportation Access Rating System (STARS). The STARS program is being developed in a way similar to that of the Leadership in Energy and Environmental Design (LEED) Green Building Rating System for the purpose of establishing an
equivalent applicable for transportation plans, employer programs, and projects. The RTC directed staff work with NASTC to develop a scope of work and budget to apply STARS to the HOV Lane project to enhance the planning, design, operations, and maintenance of the highway to identify mobility and sustainability elements that can be incorporated into the project or adopted as transportation program or performance goal(s) of the RTC.

In December the RTC authorized a contract with NASTC that engages the STARS evaluation in parallel with remaining work on the HOV Lane environmental document. An advisory committee will be created comprised of resource agencies and community organizations to assist the STARS team and the Project Development Team (PDT) in the conduct of the evaluation and presentation of the findings to the RTC for consideration. The work is expected to begin in February with recommendations to the RTC anticipated in October 2010.

The RTC amended the contract with the project consultants to provide additional funding to complete and circulate the draft environmental document (DED), conduct public informational meetings, and document all comments received on the DED. This action was necessary due primarily to changes in the original project scope required by Caltrans in the level of engineering design work and the process of developing the draft environmental document.

Funding for completion of the final environmental document is proposed in the 2010 Regional Transportation Improvement Program (RTIP).

**684 Highway 1 Soquel Avenue to Morrissey Boulevard Auxiliary Lanes Project**

Following approval of the *Initial Study with Mitigated Negative Declaration/Environmental Assessment with Finding of No Significant Impact* by Caltrans and the Federal Highway Administration late last quarter, staff began working with the California Transportation Commission (CTC) to allocate funds to begin the final engineering phase. In October, the CTC did accept the final environmental document (FED), scope of services, and schedule and allocated programmed State Transportation Improvement Program (STIP) funds to allow that work to begin.
Caltrans subsequently notified the RTC that a notice of Intent to file a legal challenge to the FED had been filed in Sacramento. The RTC was advised by Caltrans to continue to work on the project development process, but to avoid discussing the environmental document other than to advise of its availability on RTC or Caltrans’ website, or in hard copy at RTC’s offices.

In December, the RTC authorized work to begin on the final design engineering phase of the project. The final design phase was to begin January 2009, per the original project development agreement between Caltrans, the CTC, and RTC. One of the first orders of business will be to review the project delivery schedule in light of the several factors including constrained state transportation funds and environmental restrictions on construction activities.

To assist in review of the project construction schedule, staff has begun negotiations with the construction management consultant to identify other appropriate and necessary preconstruction activities that need to be in place prior to advertising for bids on the construction project.

683 **Highway and Roadway Planning**

This quarter RTC Staff and Caltrans were successful in securing funding from the California Transportation Commission for the last stage of the project, landscaping. The landscaping project is a requirement of the environmental document.

Work continues on the modeling effort with monthly technical project development team meetings to evaluate traffic congestion and mobility constraints along the corridor as required in the Corridor Mobility Improvement Account (CMIA)-mandated *Corridor System Management Plan* for the Highway 1 corridor. Caltrans staff made a presentation of the current planning efforts to the Interagency Technical Advisory Committee (ITAC) in November and received comment from ITAC members.

670 **Monterey Bay Transit Planning Rotational Intern**

During this period, the intern worked with planners to produce maps of transit and other projects along with traffic density and traffic volume maps for the 2010 draft Regional Transportation Plan. The intern also assisted a senior transportation planner with the preparation of
materials for the pedestrian work group of the Elderly and Disabled Transportation Advisory Committee. The materials are used by the work group in their efforts to improve pedestrian access to transit facilities.

631  **TMA Outreach Services Program**

The progress report is being submitted with the Congestion Mitigation and Air Quality Transportation Systems Management quarterly invoice.

**LOCAL JURISDICTION PLANNING PROJECTS FUNDED BY FEDERAL CMAQ FUNDS**

The progress reports for CMAQ-funded projects are attached to the invoices.

**SURFACE TRANSPORTATION PROGRAM (STP) EXCHANGE PROGRAM**

Staff made payments to projects previously approved to receive RSTP Exchange (RSTPX) funds and continued to monitor projects receiving those funds.
101 Work Program and Budget

Staff continued to work with the consultant on the 2009 triennial performance audit of the RTC, Transit District, and the specialized transit operators (Community Bridges and the Volunteer Center). Staff monitored the status of the indirect cost allocation plan (ICAP), which was submitted to Caltrans’ Audits and Investigations Division in late July; the RTC requested approval of an indirect cost rate of 82%.

Due to a continuing decline in sales tax revenue resulting from the economic recession, staff requested the County Auditor to review the TDA Revenues estimate and staff received a new estimate with a slight reduction in funds. With recommendations from the Budget and Administration Personnel Committee and staff, the RTC amended the budget to reflect lower TDA estimate and other adjustments. The RTC also prepared the FY 10-11 preliminary budget and work program.

General Administration

The Budget and Administration/ Personnel (B&A/P) Committee met once this quarter. The Committee approved FY 09-10 budget and work program amendments. The Committee also approved a preliminary FY 10-11 budget and work program.

112 Plan Coordination

During this period, staff attended meetings of the California Transportation Commission (CTC), the Regional Transportation Planning Agency (RTPA) Group, the Self Help Counties Coalition, the California Association of Councils of Government (CalCOG), the Caltrans Regional Coordination Group, and the Santa Cruz Metropolitan Transit District (SCMTD) Board of Directors. Staff participated in regional coordination meetings with staff from the Association of Monterey Bay Area Governments (AMBAG), the Transportation Agency for Monterey County (TAMC), and the San Benito Council of Governments (SBCOG). The Interagency Technical Advisory Committee (ITAC) met once this quarter.
With the assistance of its state and federal legislative assistants, staff continued to monitor and report on various state and federal legislative issues, including bills introduced this year, the State Budget, SAFETEA-LU Reauthorization, Federal Jobs for Main Street Act, and state and federal climate change legislation. The RTC adopted and distributed the 2010 Legislative Program.

113 Public Information

Through its website and the media, the RTC continued to provide information and highlights regarding RTC actions at its meetings.

During this period, the project to redesign and refresh the Commission and Commute Solution websites moved forward with work on the final design and content for the new sites.

The RTC sent information to the media about the following: a public hearing held to solicit input on the local projects included in the State Transportation Improvement Program, projects selected should new federal economic recovery funds be available, and the RTC’s request for state funds to purchase the Santa Cruz Branch Rail Line. In addition, the RTC continues to broadcast through Community TV its regular monthly meetings and place meeting agendas and packets for its meetings on the RTC website. Agendas for committee meetings and other information such as audit reports, approved budgets and work programs, and project information are also placed on the RTC website and maintained.

The RTC collaborated with the Good Times Weekly newspaper to publish a special issue on commuting. RTC assisted with research and was interviewed for the cover story. The issue included a stand alone 12-page commuter resource guide to be retained and used throughout the year.

In addition, RTC staff initiated and participated in meetings with representatives of the media to discuss the RTC’s projects and media outreach strategies.

175 Monterey Bay Area 511 Traveler Information System
RTC met requirements to secure the Caltrans Partnership Planning Grant funds and entered into a memorandum of understanding with the Transportation Agency for Monterey County (TAMC). Staff discussed project coordination with San Benito Google Transit Project. Staff coordinated five meetings with the 511 Workgroup Team including RTC and TAMC staff. Staff developed an outreach plan including identifying key stakeholders and advisory groups and preparing letters/emails inviting their participation. Staff drafted outreach materials including a video script and survey and secured a website domain name.

177 **Freeway Service Patrol (FSP)**

RTC continued to administer the FSP contracts for Highways 1 and 17. Staff coordinated a meeting with FSP drivers and the CHP tow officer to discuss current issues and worked with the FSP contractor to ensure sufficient staff would be available to cover additional Highway 1 summer service. Staff completed all monthly reporting requirements for the FSP ARRA funds. Staff received and reviewed monthly FSP assist data used to monitor program effectiveness.

178 **Service Authority for Freeway Emergencies (SAFE)/Call Boxes**

RTC staff worked with the RTC’s call box service providers, including Case Systems Inc., AT&T and Connections Communications to maintain the system and provide service. Staff compiled and updated call box usage statistics for 2009. Staff began planning to procure a new call box call answering center contract.

Staff continued to administer the Safe on 17 Program including reviewing invoices and tracking injury and fatal collisions on Highway 17. Staff worked with the Metropolitan Transportation Commission to administer the Safe on 17 funding agreement.

Staff continued to coordinate and advance the SAFE Modernization proposal including working with SAFE's statewide to finalize the proposal and securing a bill author.

179 **Transportation Demand Management (TDM) – Commuter Services**

Through employer contacts, the website, the 429-POOL phone line, and email, Commute Solutions produced carpool matchlists, provided
personalized trip planning services and referrals, and served as a clearinghouse for information about transportation demand management. Staff collaborated with the Good Times Weekly newspaper to publish a special issue on commuting. Staff fulfilled requests for assistance and information generated by the Good Times cover story and 12-page commuter resource guide and distributed incentives to readers who took steps to make their travel habits more sustainable.

Staff continued collaborating with the Metropolitan Transportation Commission (MTC) and its contractor, Parsons Brinckerhoff, to provide web-based carpool/vanpool and bike-buddy matching services to Santa Cruz County residents and commuters. Staff continued to provide feedback to MTC/PB about features of the new ridematch system implemented in May 2009 which is being rolled out in phases.

Commission staff continued working with employers and local, regional and state partner agencies including: Caltrans, the Association of Monterey Bay Area Governments (AMBAG), Ecology Action (EA), the Pajaro Valley Transportation Management Association (PVTMA), the Transportation Agency for Monterey County, San Benito County Council of Governments and the Monterey Bay Unified Air Pollution Control District (MBUAPCD), Santa Cruz Metropolitan Transit District (SCMTD) and local jurisdictions on general sustainable transportation outreach. In cooperation with other regional rideshare agencies and TDM organizations, staff continued planning for a regional Rideshare Week campaign in October 2010.

Preparations for starting a countywide carpool incentive program advanced. A user’s guide and new Park and Ride lot map were combined and published in print and on the web. An integrated suite of tools to help employers design effective commute programs are under development including a site assessment instrument, commute survey template and residential density maps. An updated logo was designed and put into use for the Commute Solutions Program.

Staff continued distributing Santa Cruz County Bikeways maps to area bicycle shops, community agencies and transportation partners and began preparations for a new update and reprinting. Staff continued to coordinate with the Community Traffic Safety Coalition, the Bike to Work/School Programs and the Folding Bikes in Buses Program, regarding program and funding administration and billing.
231 Transportation Monitoring and Evaluation

No traffic counts were conducted this quarter. Staff updated GIS maps of prior traffic counts and prepared data included in the 2010 Regional Transportation Plan (RTP).

411 Land Use/Transportation Coordination

RTC participated in the regional Blueprint meeting and provided input on public outreach strategies. RTC participated in discussions with AMBAG regarding early planning for the implementation of SB 375.

614 Bicycle and Pedestrian Planning Program

RTC Staff held a kick off meeting for the Pedestrian Safety Work Group to start their work on the Caltrans Environmental Justice grant funded Safe Paths to Transit project. Attendees included representatives from the Transit District, the Elderly & Disabled Transportation Advisory Committee, Hope Services for developmentally disabled adults, vision impaired individuals and a former member of the Commission on Disabilities. The group received an overview of the grant and scope of work, discussed the role of the group relative to other committees, and provided input to the Unmet Needs list about pedestrian facility deficiencies.

Also this quarter, the Work Group continued to work on the development of a plan to assist local jurisdictions with outreach to private property owners regarding their responsibilities, and took a position on the Federal Transit Administration policy regarding funding for pedestrian and bicycle facility upgrades near transit facilities.

The Bicycle Committee met once during this quarter. Due to revenue shortfalls and workload reductions needed, the Committee continued meeting bimonthly as was decided for the FY 09-10. Re-invigorated subcommittees continued to work towards Committee goals and staff facilitated their work by providing resources or information. Staff provided the Bicycle Committee with a monthly packet of information on current issues and followed up on projects as directed. Staff worked with local jurisdiction representatives to review design elements of new projects, signs or roadways needing improvement. Staff also wrote letters regarding bikeway facilities, policies or funding issues on behalf of the Bicycle Committee. Staff continued to recruit and orient newer members to the Bicycle Committee’s roles, responsibilities and
procedures. Staff also solicited new members to fill vacancies and processed appointment applications for the Bicycle Committee.

Staff continued preliminary planning work on the RSTP funded County-wide Bicycle Route Signage Program. The way-finding or guide signage program will direct bicyclists to safe and convenient facilities when navigating through the county’s roadways. Staff provided a status update to the City (of Santa Cruz) Transportation Commission this quarter regarding appropriate timing to begin planning meetings given that all cities and county representatives are facing staff time reductions/furloughs as well as increased work loads due to strict deadlines related to ARRA projects delivery. Coordinating with local jurisdiction representatives regarding implementation activities is a critical component.

As part of the Bikeway Map update process and associated mapping projects, staff continued coordinating with Caltrans staff to re-designate the Pacific Coast Bicycle Route off of Mission St in Santa Cruz and define alternate roadways as the preferred alignments due to the thoroughfare’s high commercial truck and personal vehicle traffic, as well as the number of bicyclist fatalities on that segment.

RTC staff continued coordinating with the City of Scotts Valley and the County of Santa Cruz in preparation of their Bicycle Plan updates. Staff assisted the City of Watsonville in preparation for their Bicycle Plan update. Staff also assisted the City of Capitola in an application for funds for the development of a Bicycle, Pedestrian and Transit Master Plan for the city. All jurisdictions plan on submitting updated plans to Caltrans by December, 2010 and all require compliance with the Streets and Highways Code as well as Bicycle Committee and RTC staff review.

Staff attended monthly meetings of the Community Traffic Safety Coalition (CTSC) coordinating with this group on issues relating to bicycle and pedestrian safety. RTC staff also provided assistance to the newly funded CTSC South County Bicycle/Pedestrian Work Group. RTC staff worked with Ecology Action’s Bike to Work Program and the Health Service Agency’s Community Traffic Safety Coalition and Ride ‘n Stride Programs to submit and process yearly Transportation Development Act allocation requests. Staff prepared the requests for Bicycle Committee review.
Staff communicated with public works department’s staff regarding Bicycle Hazard Report and Pedestrian Access Report forms submitted by members of the public. Members of the public submit reports regarding bicycle or pedestrian hazards or access issues and RTC staff informs public works staff members for follow up action. RTC staff continued promotion of the reporting form program and, after much input from local agency representatives and advocates, finalized a draft online submission form to be integrated into the upcoming RTC website update.

Staff submitted a Final Report for the Bike Secure Program Phase III which provided 532 bicycle parking spaces in the County. Staff also processed applications and distributed bike racks through the Bikes Secure Phase IV Program and advertised the program to area entities. The program is funded through the Monterey Bay Unified Air Pollution Control District’s A2766 program.

Staff continued negotiations with the consultant firm RRM Design for the production of a Master Plan and Environmental Review for the Monterey Bay Sanctuary Scenic Trail (MBSST) Network, a planned bicycle and pedestrian pathway network spanning the length of the Monterey Bay coastline. Staff was notified by Coastal Conservancy staff that bond funds are available for disbursement and that RTC’s request for supplement funding of the Master Plan and Environmental Review document will be considered soon. Negotiations will be finalized once funding of the entire Master Plan project is approved.

Finally, RTC staff worked on the 2010 Regional Transportation Plan update and, as part of the RTC’s public outreach goals, provided the Bicycle Committee the opportunity to review and provide feedback on the draft document.

621 Specialized Transportation

The Elderly and Disabled Transportation Advisory Committee (E/D TAC) met once this quarter. Meeting topics included: providing input on METRO’s revised bus route maps, recommending approval of a City of Scotts Valley Transportation Development Act claim for construction of sidewalks and curb cuts citywide, input on the 2010 Regional Transportation Plan, review of the draft Unmet Paratransit and Transit Needs, and providing quarterly reports/requested information from the service providers.
622** Regional Transportation Plan**

Staff prepared and published the Draft 2010 Regional Transportation Plan (RTP) this quarter. The RTC website was updated to include the document, notices of availability of the documents were distributed to over 1,000 individuals and entities, and public hearing notices were released. Staff met with AMBAG, TMC, and SBCOG staff to coordinate Regional Transportation Plan updates. Plan development included work with partner agencies to identify SAFETEA-LU required regional mitigation strategies. Staff reviewed and provided comments on Administrative Draft Supplement Environmental Document Review for the 2010 RTP.

Staff continued to work with local agencies to implement the projects and policies included in the *Regional Transportation Plan* through their planning and capital improvement program actions and staff continued to monitor projects to ensure consistency with the RTP.

Staff continued to monitor California Air Resources Board, legislative, and California Transportation Commission (CTC) proposals for expanding the focus of RTPs to address global warming. Staff reviewed proposed state updates to RTP Guidelines.

631 **Transportation System Management**

Staff continued to investigate applications of TSM elements to relieve congestion in Santa Cruz County. Staff reviewed usage of existing TSM elements and tracked the detection and reporting of incidents by Caltrans Traffic Management Centers. Staff provided recommendations on the new locations for Changeable Message Signs on Highway 1.

641 **Transportation Improvement Program**

Staff prepared and the RTC adopted the 2010 Regional Transportation Improvement Program (RTIP) this quarter, following a public hearing. The 2010 RTIP was submitted to the California Transportation Commission (CTC) for consideration in the 2010 State Transportation Improvement Program (STIP). Staff met with project sponsors, Caltrans, and CTC staff several times this quarter to discuss funding needs of proposed and existing STIP projects.
Staff worked with project sponsors and Caltrans to implement projects selected to receive $12.1 million in federal American Recovery and Reinvestment Act (ARRA) funds.

Staff worked with project sponsors to identify projects that could meet tight deadlines proposed in the U.S. House Jobs for Main Street Act. The RTC selected projects to receive anticipated funds and worked with AMBAG and Caltrans to amend the Federal Transportation Improvement Program (FTIP) to include the projects, as directed by FHWA. New transportation funding was not approved by the Senate and work on the projects/program is now on hold, and the FTIP amendment withdrawn.

Staff worked with project sponsors, Caltrans, Association of Monterey Bay Area Governments (AMBAG) and the California Transportation Commission (CTC) to implement funding amendments, allocations, and obligations, including amendments to the Federal Transportation Improvement Program (FTIP) and allocation of state funds for STIP projects. Staff continued to work with project sponsors to ensure that state and federal funding deadlines and other requirements were met.

Staff attended monthly meetings of the California Transportation Commission. Meetings centered on development of the 2010 State Transportation Improvement Program (STIP), State Budget proposals, federal economic stimulus/jobs bills, Proposition 1B programs, global warming initiatives, and various state and federal regulations.

LM 682 Rail/Trail Authority

The RTC continued to negotiate with Union Pacific on the rail line acquisition through its negotiator, Kirk Trost of Miller, Owen and Trost, and the RTC was informed of progress in closed sessions. Staff worked with the negotiations consultant and technical consultants to prepare information required for negotiations with Union Pacific and the new shortline freight operator, Sierra Northern Railway. During this period, the RTC and its consultants worked on completing the due diligence for the project. Appraisals of the property are in the final stages of completion. During this period the RTC added to the project recreational passenger rail service from Santa Cruz to Davenport and submitted a revised funding application to the California Transportation Commission (CTC). RTC staff met with CTC staff to discuss the funding application and allocation request and ensure that the necessary funding is secured.
Preliminary environmental technical studies completed in 2007 are being revised as required in response to agreement on geometric design details with Caltrans. The target date for completing the administrative draft environmental document, along with technical reports, for Caltrans review is May/June 2010.

As part of the environmental documentation, the Federal Highway Administration (FHWA) requires submittal of a realistic project financing/implementation plan prior to approval of the Final Environmental Document (FED). The Project Development Team (PDT) has begun discussions on the content and methodology of a phased implementation plan, which will prioritize the construction phases to provide the best congestion relief in the most cost effective manner while minimizing construction impacts to the surrounding community.

As part of the preliminary design phase the RTC is working with the North American Sustainable Transportation Council in the development and application of the Sustainable Transportation and Access Rating System (STARS) to the HOV Lane project. The goal of the STARS evaluation process is to: improve access for the movement of people and goods; cut transportation and climate and energy pollution; and, maximize benefit-cost.

Recommendations developed through the STARS process will be evaluated by the PDT for input and subsequent consideration by the RTC for inclusion in the project, as appropriate. As part of this process, the RTC has created a STARS Technical Advisory Committee (STARS TAC) in January 2010, comprised of 20 representatives of public and private sector organizations and affiliations.

The STARS TAC met in early February and recommended 12 of the potential 29 credits for development and application. This recommendation was subsequently approved by the RTC with credit falling into 4 category areas: Integrative Process; Access; Climate and Energy; and, Benefit/Cost. The STARS TAC will next meet in early June to begin review the first few credits.
**Highway 1 Soquel Avenue to Morrissey Boulevard Auxiliary Lanes Project**

Work has progressed on the final engineering phase and the consultant team anticipates reaching the 65% design level milestone early next quarter. These design plans will be used to work with resource agencies to coordinate mitigation actions in response to the project’s impact on sensitive environmental resources. The project team is negotiating with the City of Watsonville to participate in the Phase 2 Manabe Wetlands Restoration project to meet the riparian woodland, wetlands, and wet grassland mitigation requirements for the project.

Two public meetings are planned in the next quarter to gather community input and report back on opportunities to express community preferences on specific project architectural and landscaping elements of the project. This is a requirement of the environmental document in response to community sensitivity to the aesthetic impacts of the project. Project elements for which community preference will be sought include the appearance of the La Fonda Bridge, retaining walls, concrete barriers, and roadside landscaping.

In February, the RTC authorized a consultant contract with Parsons Brinkerhoff (PB) to conduct specified preconstruction activities in anticipation of the RTC administrating the construction phase of the project. PB’s duties include review of the draft Cooperative Agreement with Caltrans, perform constructability review of the 65% design plans, assist the RTC is setting up procedures for processing contract change orders, and development of the construction schedule.

**Highway and Roadway Planning**

This quarter RTC Staff worked with Caltrans to review the contract materials for the last stage of the Highway 1/17 Interchange Merge Lanes project, landscaping. The landscaping project is a requirement of the environmental document.

Work continues on the planning effort to evaluate traffic congestion and mobility constraints along the corridor as required in the Corridor Mobility Improvement Account (CMIA)-mandated *Corridor System Management Plan* for the Highway 1 corridor. Caltrans staff anticipate
presenting preliminary findings to the Interagency Technical Advisory Committee (ITAC) in the 2nd Quarter of 2010.

670 Monterey Bay Transit Planning Rotational Intern

During this period, the intern worked with planners to complete maps of transit and other projects along with traffic density and traffic volume maps for the 2010 draft Regional Transportation Plan. The intern also assisted a senior transportation planner with the preparation of materials for the pedestrian work group of the Elderly and Disabled Transportation Advisory Committee. The materials are used by the work group in their efforts to improve pedestrian access to transit facilities. In addition, the intern helped to produce GIS maps for the rail line acquisition project.

631 TMA Outreach Services Program

The progress report is being submitted with the Congestion Mitigation and Air Quality Transportation Systems Management quarterly invoice.

LOCAL JURISDICTION PLANNING PROJECTS FUNDED BY FEDERAL CMAQ FUNDS

The progress reports for CMAQ-funded projects are attached to the invoices.

SURFACE TRANSPORTATION PROGRAM (STP) EXCHANGE PROGRAM

Staff made payments to projects previously approved to receive RSTP Exchange (RSTPX) funds and continued to monitor projects receiving those funds.
TO: Santa Cruz County Regional Transportation Commission
FROM: Rachel Moriconi, Senior Transportation Planner
RE: FTA Section 5311 Rural Public Transit Program of Projects

RECOMMENDATIONS

Staff recommends that the Santa Cruz County Regional Transportation Commission:

1. Adopt a resolution (Attachment 1) approving distribution of Fiscal Year 2010 Federal Transit Administration Section 5311 formula funds to Santa Cruz Metropolitan Transit District (SCMTD) for rural public transit services, with the Program of Projects (Attachment 2) to be finalized by SCMTD on May 28, 2010; and

2. Authorize the Executive Director to sign Part II - Certification and Assurances of the Regional Agency as part of the project application (Attachment 3).

BACKGROUND

Annually, the Santa Cruz Metropolitan Transit District (SCMTD) applies for federal rural operating assistance Section 5311 funds to operate public transit in the non-urbanized area of Santa Cruz County.

The Federal Transit Administration's Section 5311 grant provides federal funding for public transportation projects and intercity city bus projects serving areas with a population of 50,000 or less. The goals of the Section 5311 nonurbanized formula program are: 1) to enhance the access of people in nonurbanized areas to health care, shopping, education, employment, public services, and recreation; 2) to assist in the maintenance, development, improvement, and use of public transportation systems in rural and small urban areas; 3) to encourage and facilitate the most efficient use of all Federal funds used to provide passenger transportation in nonurbanized areas through the coordination of programs and services; 4) to assist in the development and support of intercity bus transportation; and 5) to provide for the participation of private transportation providers in nonurbanized transportation to the maximum extent feasible. Section 5311 funds may be used for capital, operating, and administrative purposes.

DISCUSSION

$156,618 in FTA Section 5311 funding is available for rural transit service in Santa Cruz County for FY2010. Santa Cruz Metropolitan Transit District's (SCMTD) Section 5311 application, administered by Caltrans, requires the adoption of a resolution (Attachment 1) approving a Program of Projects (Attachment 2) for the funds. The grant also requires the transportation planning agency to sign a certification and assurance form for the Section 5311 project application certifying that there is funding available for the local match, that the project
sponsors have coordinated with other transportation providers and users in the region, that the funding request does not exceed the federal funds available, and that the project is deliverable (Attachment 3). SCMTD intends to use these funds to operate service on rural routes.

As noted above, a provision in the grant guidelines requires that the transit agency coordinate the project, to the extent feasible, with other transportation providers and users in the region, including social service agencies capable of purchasing public transit. The SCMTD sent out letters notifying stakeholders about its intent to seek Section 5311 funds and is holding a public hearing on the program of projects. If there are any changes to the Program of Projects, we will inform the RTC at its June 2010 meeting.

**Staff recommends that the RTC adopt a resolution to approve programming funds for the Santa Cruz Metropolitan Transit District’s Section 5311 Program of Projects for Fiscal Year 2010 including the required certifications and assurances.** This action is necessary to permit SCMTD to receive federal funds for public transportation services in the rural areas of the county.

**SUMMARY**

Santa Cruz Metropolitan Transit District is requesting that the RTC approve by resolution their Section 5311 Program of Projects for $156,618 in federal funds and the accompanying Certificates and Assurances form.

**Attachments:**
1. Resolution
2. FY2010 Section 5311 Program of Projects
3. Certificates and Assurances Form
RESOLUTION NO.

Adopted by the Santa Cruz County Regional Transportation Commission
on the date of June 3, 2010
on the motion of Commissioner
duly seconded by Commissioner

RESOLUTION AUTHORIZING FTA SECTION 5311 FUNDING FOR SANTA CRUZ
METROPOLITAN TRANSIT DISTRICT’S PROGRAM OF PROJECTS

WHEREAS, the U. S. Department of Transportation is authorized
to make grants to states through the Federal Transit Administration
to support capital and operating assistance projects for
nonurbanized public transportation systems under Section 5311 of
the Federal Transit Act; and

WHEREAS, the California Department of Transportation
(Department) has been designated by the Governor of the State of
California to administer Section 5311 grants for public
transportation projects; and

WHEREAS the Regional Transportation Commission serves as the
Regional Transportation Planning Agency for Santa Cruz County and
is responsible for planning and programming the area’s Section 5311
regional apportionment; and

WHEREAS, Santa Cruz Metropolitan Transit District (SCMTD)
desires to apply for said financial assistance to permit operation
of rural transit service in Santa Cruz County; and

WHEREAS, the SCMTD has, to the maximum extent feasible,
coordinated with other transportation providers and users in the
region (including social service agencies).

THEREFORE, BE IT RESOLVED BY THE SANTA CRUZ COUNTY REGIONAL
TRANSPORTATION COMMISSION:

1. The SCMTD FTA Section 5311 Program of Projects (Exhibit A) to
operate rural public transit service in Santa Cruz County and
submittal of a grant application are approved.

2. The Executive Director is authorized to sign the required
Regional Transportation Planning Agency Certifications and
Assurances form in the FTA Section 5311 Project Application.

3. The Executive Director is authorized to approve the Program of
Projects in future years provided that the proposals are
consistent with the Regional Transportation Plan.

AYES: COMMISSIONERS
NOES: COMMISSIONERS

ABSTAIN: COMMISSIONERS

ABSENT: COMMISSIONERS

______________________________
Randy Johnson, Chair

ATTEST:

George Dondero, Secretary

Exhibit A: FY 2010 FTA Section 5311 Program of Projects

Distribution: Caltrans HQ, AMBAG, SCMTD

\\Rtcserv2\shared\RESOLUTI\2010\RES0610\S-5311metro-10.doc
FEDERAL FISCAL YEAR 2010

Section 5311 Program of Projects (POP)

(A) Available Funding:

| Carryover: (+) | 0 |
| Estimated Apportionment [FFY 2008]: (+) | $156,618 |
| (A) TOTAL FUNDS AVAILABLE: = | $156,618 |

(B) Programming (POP): Complete Parts I and II

| Part I. Operating Assistance - Total: (+) | Federal Share |
| Part II. Capital - Total: (+) | $156,618 |
| (B) Total [Programmed]: (=) | $156,618 |

(C) Balance

| (A) Total Funds Available: (+) | Federal Share |
| (B) Total [Programmed]: (-) | $156,618 |
| * Balance: (=) | 0 |

*BALANCE – Regional Apportionment Funds ONLY:
- Please Note -
  - funds must be programmed in subsequent year
  - final approval to be determined by the Department
- Request/Letter to carryover funds should include -
  - justification for programming postponement
  - purpose and project plan
  - letter of support from local Transportation Planning Agency

(D) Flexible Funds: Complete Part III

| (D) Part III. Flex Fund - Total: |

FUNDING SUMMARY

| (B) Regional Apportioned - Total [Programmed]: (+) | Federal Share |
| (D) Flex Fund - Total: (+) | $156,618 |
| GRAND TOTAL [Programmed]: (=) | $156,618 |

Contact Person/Title: Angela Aitken, Finance Manager, Acting Assistant General Manager

Phone Number: (831) 426-6080

Date: 4/29/10
**Federal Statewide Transportation Improvement Program (FSTIP)** – *All* federal funds to be used for transit projects must be included in a federally approved STIP. A Transportation Planning Agency (TPA) must ensure that Section 5311 and 5311(f) projects are included in the Department of Transportation’s (Department) Federal Statewide Transportation Federal Improvement Program (FSTIP), which is jointly approved by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).

A copy of the federally approved FSTIP Page must be attached for all projects to be programmed through the Section 5311 program. The project description and associated dollar amounts must be consistent with the federally approved FSTIP information.

**Metropolitan Planning Organizations (MPOs)** are responsible for programming projects within their jurisdiction. Upon receiving the POPs from the Districts, Rural Transit & Procurement staff will submit Non-MPO / Rural Transportation organizations projects directly to the Department’s Division of Transportation Programming for inclusion into the FSTIP.

For further guidance see the Department’s Division of Transportation Programming website: [http://www.dot.ca.gov/hq/transprog/fedpgm.htm](http://www.dot.ca.gov/hq/transprog/fedpgm.htm)

**PLEASE SEE ADDITIONAL DOCUMENTS SECTION FOR INFORMATION ABOUT STIP PROGRAMMING REQUEST SUBMITTED TO THE MPO IN APRIL 2010. WE HAVE BEEN INFORMED BY THE MPO THAT A STIP AMENDMENT IS PENDING AND THEY WILL INFORM US WHEN IT IS COMPLETE, AT WHICH POINT WE WILL FORWARD THIS INFORMATION TO CALTRANS IMMEDIATELY.**

### PART I. Regional Apportionment - Operating Assistance

<table>
<thead>
<tr>
<th>Project Description</th>
<th>STIP Information – MPOs Only</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SUBRECIPIENT</strong></td>
<td><strong>FY</strong></td>
</tr>
<tr>
<td>1. Santa Cruz METRO</td>
<td>2010</td>
</tr>
<tr>
<td>2.</td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td></td>
</tr>
</tbody>
</table>

Operating Assistance – TOTAL: $1,336,832.42 $156,618
Subrecipient must provide a complete project description as identified in the Section 5311 Handbook and Guide, Chapter V, Part III Project Description.

The proposed project provides fixed-route public transit in the non-urbanized portions of Santa Cruz County to support the intercity travel needs of residents living outside of metropolitan areas, and which provides connections to the region’s inter-city network of bus services.

The operating funds provided by this grant will defer operating costs on seven bus routes serving the general public in rural areas with links to one or more urbanized areas. The seven routes are: Route 33 (Lompico/SLV/Felton Faire); Route 40 (Davenport); Route 41 (Bonny Doon); Route 42 (Davenport/Bonny Doon); Route 71 (Watsonville/Santa Cruz); Route 72 (Corralitos); and Route 76 (Corralitos/Buena Vista). All buses operated on these routes are accessible to persons with disabilities, including persons who use wheelchairs.

Santa Cruz METRO staff has estimated the project budget using the FY09 hourly operating cost and the estimated number of hours these routes will operate in the Caltrans-defined rural areas of Santa Cruz County. Projected farebox revenue was subtracted from the annual operating cost to arrive at the net operating cost for these public transit operations. Local funds derived from the ¼ cent county-wide transit sales tax will pay the balance of operating costs for this project. Santa Cruz METRO’s match of local funds is $1,180,214.42, or 88% of the total project cost of $1,336,832.42.
## PART IV (A)– PROJECT BUDGET / OPERATING ASSISTANCE

### STATE OF CALIFORNIA

### FTA SECTION 5311 PROJECT APPLICATION

**Subrecipient:** Santa Cruz Metropolitan Transit District  
**Contractor (if applicable):**  
**Project Period:** July 1, 2009 to June 30, 2010: Fiscal Year 2010

<table>
<thead>
<tr>
<th>Route</th>
<th>Service Description</th>
<th>Amount ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>33</td>
<td>Lompico SLV/Felton Faire</td>
<td>293,676.08</td>
</tr>
<tr>
<td>40</td>
<td>Davenport</td>
<td>128,063.86</td>
</tr>
<tr>
<td>41</td>
<td>Bonny Doon</td>
<td>99,428.98</td>
</tr>
<tr>
<td>42</td>
<td>Davenport/Bonny Doon</td>
<td>161,126.12</td>
</tr>
<tr>
<td>71</td>
<td>Santa Cruz/Watsonville</td>
<td>439,896.32</td>
</tr>
<tr>
<td>71</td>
<td>Watsonville/Santa Cruz</td>
<td>441,201.65</td>
</tr>
<tr>
<td>72</td>
<td>Corralitos</td>
<td>111,355.36</td>
</tr>
<tr>
<td>72</td>
<td>Corralitos/Buena Vista</td>
<td>39,875.26</td>
</tr>
</tbody>
</table>

**TOTAL DIRECT OPERATING EXPENSES:** $1,714,623.64  
**TOTAL INDIRECT EXPENSE (Indirect Rate: ___%)** $0.00  
**TOTAL DIRECT & INDIRECT EXPENSE:** $1,714,623.64

(2) Less Fare box and Other Revenue

<table>
<thead>
<tr>
<th>Route</th>
<th>Service Description</th>
<th>Amount ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>33</td>
<td>Lompico SLV/Felton Faire</td>
<td>5,206.50</td>
</tr>
<tr>
<td>40</td>
<td>Davenport</td>
<td>23,865.40</td>
</tr>
<tr>
<td>41</td>
<td>Bonny Doon</td>
<td>27,051.70</td>
</tr>
<tr>
<td>42</td>
<td>Davenport/Bonny Doon</td>
<td>18,785.00</td>
</tr>
<tr>
<td>71</td>
<td>Santa Cruz/Watsonville</td>
<td>221,620.91</td>
</tr>
<tr>
<td>71</td>
<td>Watsonville/Santa Cruz</td>
<td>(includes both inbound/outbound route #71)</td>
</tr>
<tr>
<td>72</td>
<td>Corralitos</td>
<td>65,991.90</td>
</tr>
<tr>
<td>72</td>
<td>Corralitos/Buena Vista</td>
<td>15,269.80</td>
</tr>
</tbody>
</table>

**TOTAL FAREBOX AND OTHER REVENUE APPLIED AGAINST ELIGIBLE EXPENSES:** $377,791.21

(3) Less Ineligible Expenses

**TOTAL INELIGIBLE EXPENSES**: $0

(4) NET PROJECT COST (Line 1 – Line 2 – Line 3) **$1,336,832.42**

(5) Local Share (Itemized by Source Type & Amount)

<table>
<thead>
<tr>
<th>Source Description</th>
<th>Amount ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local sales tax revenue</td>
<td>1,180,214.42</td>
</tr>
</tbody>
</table>

**TOTAL LOCAL SHARE:** $1,180,214.42

(6) **FEDERAL SHARE** *

*Federal Share Max Allowed % of Net Project Cost (Item 4): 5311 Regional=55.33%; Flexible Funded may be equal up to 100% at the discretion of the Regional Planning Agency Certification per Part II.

**$156,618**

(7) **BUDGET SUMMARY:** Local Share + Federal Share = Net Project Cost

<table>
<thead>
<tr>
<th>Source Description</th>
<th>Amount ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local Share</td>
<td>1,180,214.42</td>
</tr>
<tr>
<td>Federal Share</td>
<td>156,618</td>
</tr>
</tbody>
</table>

**NET PROJECT COST:** $1,336,832.42
PART II – CERTIFICATIONS AND ASSURANCES OF THE
REGIONAL AGENCY/TRANSPORTATION PLANNING AGENCY (TPA)
STATE OF CALIFORNIA
FTA SECTION 5311 PROJECT APPLICATION

Name-Regional Agency/TPA: Santa Cruz County Regional Transportation Commission
Contact Person: Luis Pavel Mendez Title: Deputy Director
Phone: 831-460-3200 E-Mail: lmendez@sccrtc.org
Name of Subrecipient: Santa Cruz Metropolitan Transit District
Project Description: FFY10 Rural Operating Assistance

<table>
<thead>
<tr>
<th>Regional Apportionment</th>
<th>Flexible Fund</th>
<th>Flexible Fund</th>
</tr>
</thead>
<tbody>
<tr>
<td>5311</td>
<td>CMAQ*</td>
<td>Federalized STIP</td>
</tr>
<tr>
<td>$156,618</td>
<td>$</td>
<td>%</td>
</tr>
</tbody>
</table>

*CMAQ projects may be equal up to 100% at the discretion of the Regional Planning Agency Certification per Part II.

State Transportation Improvement Program - Metropolitan Planning Organizations Only

- Document (or Amendment) Number: IN PROCESS
- Document (or Amendment) Year: IN PROCESS
- FHWA/FTA Federally Approved TIP (Date): IN PROCESS

- ☐ Flexible Funded Projects Only - Please initiate the transfer of funds to Grant CA-85-X003
- ✓ Some combination of state, local, or private funding sources has been or will be committed to provide the required local share.
- ✓ The subrecipient has coordinated with other transportation providers and users in the region, including social service agencies capable of purchasing service.
- ✓ The amount requested does not exceed the Federal funds provided to this agency in the approved Federal TIP/Federal Statewide TIP (FSTIP)
- ✓ The subrecipient has, or will have by the time of delivery, sufficient funds to operate the vehicles, facility and equipment purchased under this project, as applicable.
- ☐ The regional agency/TPA has approved, by resolution, the programming of funds for this Project and Project has met all Statewide Transportation Improvement Program (STIP) requirements.

Following the transfer of flexible funds to the FTA, this agency agrees to comply with the applicable terms and conditions set forth in Title 49, U.S. Code, Chapter 53, “Mass Transportation”, and the policies and procedures promulgated by the FTA relative to the above designated project.

Certifying Representative

Name (Please Print): George Dondero Title: Executive Director
Signature: Date: ____________________
RECOMMENDATIONS

The Elderly & Disabled Transportation Advisory Committee and staff recommend that the Commission accept the 2009 Committee Report (Attachment 1) for the Elderly & Disabled Transportation Advisory Committee.

BACKGROUND

The Elderly and Disabled Transportation Advisory Committee (E&D TAC) regularly prepares a Committee Report outlining the Committee’s accomplishments, as well as current and anticipated unmet transportation needs. No report was prepared last year.

DISCUSSION

The E/D TAC has a host of responsibilities, which consist of monitoring specialized transportation needs in Santa Cruz County, providing input and advocacy for specialized transportation projects, funding oversight, developing the preliminary list of unmet needs, and maintaining the committee. The committee report includes recommendations from Commissioners made the previous round such as listing the E&D TAC member and including their affiliation, and noting the geographical area of projects and programs.

The E&D TAC and staff recommend that Commission receive the 2009 Committee Report from its Elderly & Disabled Transportation Advisory Committee.

SUMMARY

As a way to provide a snapshot to the Commission of the activities and accomplishments of its advisory committees, Committee Reports are regularly prepared. Attached is the Elderly and Disabled Transportation Advisory Committee’s report highlighting the committee’s actions in 2009.

Attachment:
  1. 2009 Elderly & Disabled Transportation Advisory Committee Report

S:\RTC\TC2010\TC0610\ED TAC AnnualReport\09AnnRep_RTC-Jun10.doc
The Santa Cruz County Elderly & Disabled Transportation Advisory Committee

2009 Committee Report

Presented May 2010 to the
Santa Cruz County Regional Transportation Commission

Committee Members (Alternates):
Hal Anjo
Sharon Barbour
Lisa Berkowitz (Bonnie McDonald)
Donella Bloebaum
Debbi Brooks (Lois Connell)
(Sandra Coley)
Tom Crain
John Daugherty (April Warnock)
Veronica Elsea (Thom Onan)
Sally French
Bella Hughes
Clay Kempf (Patty Talbot)
Michael Molesky
Ben Morada
Catherine Patterson Valdez (Sam Storey)

Social Service Provider – Seniors (County)
Fifth Supervisorial District
Consolidated Transportation Services Agency – Community Bridges
Potential Transit User – 60+
Social Service Provider – Persons of Limited Means
Fourth Supervisorial District
Potential Transit User - Disabled
Santa Cruz METRO
Third Supervisorial District
Social Service Provider – Disabled
Second Supervisorial District
Social Service Provider – Seniors
Social Service Provider – Disabled (County)
Private Operators
Consolidated Transportation Services Agency – Lift Line
A Review of the Work and Accomplishments of the Elderly and Disabled Transportation Advisory Committee

Contents

(1) Transportation-Related Projects .................................................. 4
(2) Funding Oversight ........................................................................ 4
(3) Monitoring Specialized Transportation Needs in Santa Cruz County .................................................. 5
(4) Regional Issues and Concerns ....................................................... 7
(5) Planning Processes ...................................................................... 8
(6) Internal Committee Issues ............................................................ 8
(7) List of Unmet Specialized Transportation/Transit Needs ......... 8
The Elderly & Disabled Transportation Advisory Committee's Regional Role

The Santa Cruz County Regional Transportation Commission's Elderly & Disabled Transportation Advisory Committee -- also serving as the state-designated Social Services Advisory Committee -- is a group of transportation providers, social service agencies, and members of the public who meet every two months to determine planning, funding, and policy for specialized transportation to serve Santa Cruz County's seniors and people with physical, mental and/or economic disabilities.

One of the essential functions of this advisory committee is to provide broad and significant insight to the Regional Transportation Commission on countywide transportation issues and policies that are likely to affect the growing population of older and disabled residents of Santa Cruz County. Members of this committee have direct and personal experience with quality-of-life concerns related to maintaining full and independent lives through access to mobility assistance. As this population group continues to grow, planning activities for specialized transportation services throughout the region will become even more important.

Geographical information for each project or action is noted as follows: A – All the county, S – Santa Cruz, V – Scotts Valley, C – Capitola, W – Watsonville, I – unincorporated areas.
(1) Transportation-Related Projects

The Elderly & Disabled Transportation Advisory Committee (E&D TAC) supported the multi-purpose trails in the Arana Gulch Master Plan, expressing enthusiasm to have access to the county’s greenbelts for wheelchairs and other mobility devices. (S, I)

The Committee supported the City of Santa Cruz’s Transportation Development Act (TDA) funding request to develop a plan for a pedestrian and bicycle bridge over the Branciforte Creek to connect the levee path. (S)

The E&D TAC supported the County of Santa Cruz’s TDA claim for pedestrian improvements on Calabasas Road, State Park Drive, Green Valley Road and at Boulder Creek Elementary. (W, I)

The E&D TAC supported the City of Santa Cruz’s TDA claim to improve the pedestrian crossing of Ocean Street at Leonard to provide better access to the County Building. (S)

(2) Funding Oversight

Members advised the Regional Transportation Commission on prioritizing projects funded by the Regional transportation Improvement Plan (RTIP) and other funding sources. Four specific projects were endorsed by the E/D TAC: the Arana Gulch Master Plan multi-use trails, Highway 1 High Occupancy Vehicle Lane project, Soquel-Morrissey Auxiliary Lane project, and transferring funding from Metro’s transit planning project (unnecessary with Google Transit) to bus stop improvements. (A)
Members endorsed Section 5310 funding recommendations for five vehicles and maintenance equipment for Community Bridges. (A)

The Committee wrote four letters of support for New Freedom and Jobs Access/Reverse Commute grants for the Seniors Council, Community Bridges, the Santa Cruz Metropolitan Transit District and the Regional Transportation Commission. (A)

Members approved Transportation Development Act claims for the Volunteer Center, Community Bridges and the Transit District. The claims were analyzed in detail, including targeted ride category goals, the degree to which unmet needs were addressed, and overall administration costs for the agency. (A)

The E&D TAC made recommendations on projects to receive two potential rounds of federal stimulus funding. (A)

(3) Monitoring Policies Related to Specialized Transportation in Santa Cruz County

Meeting the specialized transportation needs of diverse populations in a mixed rural and urban county can be extremely challenging, and the Elderly & Disabled Transportation Advisory Committee is actively engaged in monitoring existing services, from public and non-profit to private, for-profit services. Committee members share much expertise over this broad spectrum of services.
Among the specialized transportation service providers in Santa Cruz County are: the Americans With Disabilities Act - Mandated Paratransit program, Paracruz, operated by Metro; the countywide Lift Line transportation by Community Bridges, the designated Consolidated Transportation Services Agency; various private operators, including taxi companies and for-profit medical transport service; a collection of informal and volunteer efforts to provide vital and personal transportation services to individuals whose mobility needs would otherwise be unmet.

Members reviewed and provided input on Metro’s Title VI Non-Discrimination Program/Policy. (A)

Committee members analyzed and approved the Metro’s Disadvantaged Business Goals. (A)

The E&D TAC provided input to the Metro regarding proposed changes to their Service Animal policy. (A)

The Committee reviewed the Metro’s Discount Fare Policy and provided recommendations. (A)

Changes in the policy dictating federal funding priority for pedestrian improvements near transit, were discussed. The committee sent a letter supporting a wider radius of pedestrian and bicycle facilities around transit stops be eligible for priority funding status. (A)

The E&D TAC reviewed the RTC’s federal and state legislative agenda and made recommendations regarding issues affecting specialized transportation for seniors and people with disabilities. (A)
(4) Regional Issues & Concerns

The Committee heard a report about the current status of rides to veterans facilities and to dialysis centers. (A)

Members requested a presentation from City of Santa Cruz public works staff regarding the proposed roundabouts and specifically requested that staff address potential conflicts for pedestrians. (S)

The Metro solicited the committee’s input on their revised maps, and website update. Committee members were able to comment on accessibility issues for sight impaired individuals and other readability issues. (A)

Committee members participated in reviewing the interactive countywide Hazard Report for both pedestrian and bicycle hazards. The online Hazard Report will have the potential for wider distribution and use. (A)

The Committee reviewed the transition plan for out-of-county medical rides from the Red Cross to Community Bridges. The use of RTC-purchased vehicles was discussed as were other cost saving measures. (A)

The E&D TAC requested RTC staff to provide a report outlining the procedure for reviewing environmental documents in an effort to understand whether there was more of an opportunity to request that projects include improved transit and pedestrian access features. (A)

An overview of Monterey County’s Mobility Management Center was presented to the E&D TAC by staff from Monterey-Salinas Transit. (A)

The committee received a status report about the draft environmental document prepared for the Highway 1 Morrissey-Soquel Auxiliary Lanes project. (A)

Community Bridges staff provided an update about both the Agricultural Worker Transportation Project and the Mobility Outreach and Education Project. (A)
The E&D TAC heard from Metro staff about the sensitivity component of their driver training program. (A)

(5) Planning Processes

Committee members reviewed components of the 2010 Regional Transportation Plan including the Goals and Policies, funding estimates and proposed projects. (A)

The E&D TAC provided input to the Metro regarding the update of the Short Range Transit Plan. (A)

(6) Internal Committee Issues

Members elected a Chairman and Vice-Chairman, John Daugherty (representative from Metro), and Tom Crain (Potential Transit User-Disabled). Officers are elected annually.

(7) List of Unmet Specialized Transportation/ Transit Needs

In cooperation with the Metro Board, the Elderly and Disabled Advisory Committee evaluated, amended and prioritized the draft list of Unmet Specialized Transportation and Public Transit Needs, acknowledging the importance of this list in establishing funding priorities for transportation spending. A copy of the list is enclosed separately.
TO: Regional Transportation Commission (RTC)
FROM: Luis Pavel Mendez, Deputy Director
RE: Fiscal Year (FY) 09-10 Budget & Work Program Amendment

RECOMMENDATIONS

Staff recommends that the Regional Transportation Commission (RTC) adopt the attached resolution (Attachment 1) approving the FY 09-10 Budget and Work Program as shown on Exhibit A of Attachment 1.

BACKGROUND

At its March 2009 meeting, the Regional Transportation Commission (RTC) approved the current FY 09-10 budget. Due to reduced Federal Highway Administration Planning (FHWA PL) funds and expenditure trends in the rail/trail authority budget, it is necessary to make some amendments to that budget.

DISCUSSION

Federal Highway Administration (FHWA) Planning (PL) Funds

Every year the RTC receives FHWA PL funds to perform some of the federally required planning functions of the RTC. These funds are included in the RTC’s planning budget page. Prior to each fiscal year the RTC receives an estimate of FHWA PL funds through the Association of Monterey Bay Area Governments (AMBAG). Toward the end of or after the end of each fiscal year, the RTC receives the actual FHWA PL revenues. Recently the RTC received the actual revenue figure for FHWA PL funds and it is $5,012 lower than the estimate used in the approved FY 09-10 RTC budget. RTC staff proposes accommodating the lower revenues by moving unspent funds in the Regional Transportation Plan (RTP) EIR line to corresponding lines within the planning budget. The cost for the RTP EIR was lower than originally estimated and can accommodate the budget reduction.

Rail/Trail Authority

The RTC recently decided to purchase the Santa Cruz Branch Rail Line; however, there is still work required to complete final negotiations, secure the funding for the project and close the transaction with Union Pacific. Because of the continued work, it is necessary to add funds to the negotiations contract with Miller, Owen and Trost. Some unspent funds remain in the budget lines for completed due diligence work connected with the project. It is difficult to accurately estimate how much in additional funds to the negotiations budget line is required because it depends on how fast the work proceeds. However, based on the remaining work, staff proposes moving $43,618 in unspent funds from those due diligence work budget lines to
the negotiations budget line. In addition, since the RTC will not have purchased the rail line by the end of this fiscal year, the RTC will not realize any of the estimated lease revenues nor incur any of the estimated costs of ownership. Therefore, these are proposed to be removed from this year's budget.

The proposed FY 09-10 budget amendments explained above are shown on Exhibit A of Attachment 1 along with notes explaining the proposed amendments. **Staff recommends approval of the attached resolution amending the FY 09-10 budget and work program as shown on Exhibit A of Attachment 1.**

**SUMMARY**

It is necessary to amend the FY 09-10 RTC budget to accommodate a $5,012 reduction in federal planning revenues and redistribute resources within the rail/trail authority budget to reflect work trends. Staff recommends that the RTC amend the FY 09-10 budget as shown on Exhibit A of Attachment 1.

**Attachments:**

1. Resolution amending the FY 09-10 budget as proposed in Exhibit A
RESOLUTION NO.

Adopted by the Santa Cruz County Regional Transportation Commission
on the date of June 3, 2010
on the motion of Commissioner
duly seconded by Commissioner

A RESOLUTION AMENDING THE FY 09-10 BUDGET AND WORK PROGRAM
FOR THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION

BE IT RESOLVED BY THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION:

1. The FY 09-10 Budget and Work Program for the Santa Cruz County Regional Transportation Commission (RTC) are hereby amended as shown in Exhibit A.

AYES: COMMISSIONERS

NOES: COMMISSIONERS

ABSTAIN: COMMISSIONERS

ABSENT: COMMISSIONERS

________________________
Randy Johnson, Chair

ATTEST:

________________________
George Dondero, Secretary

Attachments: Exhibit A - SCCRTC FY 09-10 Budget as amended

Distribution: RTC Fiscal
AMBAG

\RTCSERV2\Shared\RESOLUTION\2010\RES0610\BUDWPAMEND FY09-10.doc

/ / - 3
# PROJECTED REVENUE SUMMARY

<table>
<thead>
<tr>
<th>SOURCES</th>
<th>FY09-10 APPROVED 03/04/10</th>
<th>FY09-10 PROPOSED 06/03/10</th>
<th>DIFFERENCE</th>
<th>NOTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>5</td>
<td>Transportation Development Act (TDA):</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Auditor's 1/4 Cent Sales Tax Estimate</td>
<td>6,596,416</td>
<td>6,596,416</td>
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<tr>
<td>7</td>
<td>Reserves Budgeted</td>
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<td>36,247</td>
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<tr>
<td>8</td>
<td>Interest Estimate</td>
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<tr>
<td>9</td>
<td>Total TDA Apportioned</td>
<td>6,660,655</td>
<td>6,660,655</td>
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<tr>
<td>10</td>
<td>State Transit Assistance (STA)</td>
<td>78,883</td>
<td>78,883</td>
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</tr>
<tr>
<td>12</td>
<td>Planning Grant Funds/Others:</td>
<td></td>
<td></td>
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<tr>
<td>13</td>
<td>Rural Planning Assistance (RPA)</td>
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<td>315,000</td>
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<tr>
<td>14</td>
<td>STIP for Planning (PPM)</td>
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<td>300,000</td>
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<tr>
<td>15</td>
<td>Transit Professional Development Grant - from AMBAG</td>
<td>10,418</td>
<td>10,418</td>
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<tr>
<td>16</td>
<td>RSTP Exchange - Eco Act and Comm Trafq Saft Coal</td>
<td>110,000</td>
<td>110,000</td>
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<tr>
<td>17</td>
<td>CMAQ - Ecology Action</td>
<td>7,993</td>
<td>7,993</td>
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<tr>
<td>18</td>
<td>FHWA - Earmark</td>
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<tr>
<td>19</td>
<td>FHWA - Planning (PL) - from AMBAG</td>
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<td>235,999</td>
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<tr>
<td>20</td>
<td>Section 5317 - from AMBAG</td>
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<td>22</td>
<td>Env. Justice Context-Sensitive Planning Grant</td>
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<td>23</td>
<td>Agricultural Worker Transportation Program</td>
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<td>24</td>
<td>UCSC</td>
<td>4,070</td>
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<td>25</td>
<td>RTC Funds Budgeted</td>
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<tr>
<td>26</td>
<td>Planning/Other Total</td>
<td>2,147,730</td>
<td>2,142,718</td>
<td>-5,012</td>
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<tr>
<td>27</td>
<td>Rideshare:</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>28</td>
<td>RSTP and RSTP Exchange</td>
<td>160,000</td>
<td>160,000</td>
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<tr>
<td>29</td>
<td>CMAQ - Rideshare</td>
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<td>AB2766</td>
<td>118,790</td>
<td>118,790</td>
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<td>31</td>
<td>Service Authority for Freeway Emergency (SAFE):</td>
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<td>32</td>
<td>DMV Fees and interest</td>
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<td>251,000</td>
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<tr>
<td>33</td>
<td>Others - MTC SAFE and Partnership Planning Grant</td>
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<td>34</td>
<td>SAFE Funds Budgeted</td>
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<td>35</td>
<td>Freeway Service Patrol (FSP):</td>
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<td>36</td>
<td>Caltrans Grant</td>
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<td>37</td>
<td>American Recovery and Reinvestment Act (ARRA)</td>
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<tr>
<td>38</td>
<td>SAFE Funds Budgeted</td>
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<td>0</td>
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<tr>
<td>39</td>
<td>FSP Reserves Budgeted and Interest</td>
<td>1,500</td>
<td>1,500</td>
<td>0</td>
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<tr>
<td>40</td>
<td>Rail Trail Authority:</td>
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<td></td>
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<tr>
<td>41</td>
<td>Proposition 116 and STIP</td>
<td>20,481,059</td>
<td>20,481,059</td>
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<tr>
<td>42</td>
<td>Leases</td>
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<td>43</td>
<td>Federal Earmark</td>
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<td>44</td>
<td>Transfer - in from TC Planning</td>
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<td>102,310</td>
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<td>45</td>
<td>Rail/Trail Funds Budgeted</td>
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<td>46</td>
<td>Highway 1 PA/ED &amp; PS&amp;E:</td>
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<tr>
<td>47</td>
<td>RSTP Exchange</td>
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<td>CMAQ</td>
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<td>111,200</td>
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<td>49</td>
<td>Federal Earmark - Aux Lanes</td>
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<td>50</td>
<td>STIP</td>
<td>1,701,000</td>
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<td>51</td>
<td>Aux Lane Reserves</td>
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<td>52</td>
<td>RSTP Exchange Program</td>
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<td>6,314,924</td>
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<tr>
<td>53</td>
<td>CMAQ to Other Local Jurisdictions</td>
<td>35,769</td>
<td>35,769</td>
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<tr>
<td>54</td>
<td>TOTAL</td>
<td>42,159,460</td>
<td>42,034,448</td>
<td>-125,012</td>
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</table>
### SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
### APPORTIONMENT SUMMARY
### FY 2009-2010 BUDGET

#### APPORTIONMENT SUMMARY

<table>
<thead>
<tr>
<th>CLAIMANTS</th>
<th>FY09-10 APPROVED 03/04/10</th>
<th>FY09-10 PROPOSED 06/03/10</th>
<th>DIFFERENCE</th>
<th>NOTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transportation Development Act (TDA): (1)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8 Special Allocation for Community Bridges transit</td>
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<td>40,000</td>
<td>0</td>
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<tr>
<td>9 SCCRTC:</td>
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<td>10 TDA Administration</td>
<td>436,360</td>
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<td>% Change</td>
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<td>11 TDA Planning</td>
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<td>374,320</td>
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<tr>
<td></td>
<td><strong>Subtotal</strong></td>
<td><strong>810,680</strong></td>
<td><strong>810,680</strong></td>
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<tr>
<td>14 SCMTC</td>
<td>5,001,737</td>
<td>5,001,737</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>15 Specialized Transit (Community Bridges/CTSA)</td>
<td>491,399</td>
<td>491,399</td>
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<td>0.00%</td>
</tr>
<tr>
<td>16 Volunteer Center</td>
<td>58,500</td>
<td>58,500</td>
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<tr>
<td>17 City of Capitola</td>
<td>11,187</td>
<td>11,187</td>
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</tr>
<tr>
<td>18 City of Santa Cruz - Non Transit</td>
<td>65,506</td>
<td>65,506</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>19 City of Scotts Valley</td>
<td>13,065</td>
<td>13,065</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>20 City of Watsonville</td>
<td>57,820</td>
<td>57,820</td>
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<td>0.00%</td>
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<tr>
<td>21 County of Santa Cruz</td>
<td>150,971</td>
<td>150,971</td>
<td>0</td>
<td>0.00%</td>
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<tr>
<td><strong>Total TDA Apportioned</strong></td>
<td><strong>6,650,665</strong></td>
<td><strong>6,650,665</strong></td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>24 State Transit Assistance (STA) - SCMTC</td>
<td>78,883</td>
<td>78,883</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>25 Planning Grant Funds/Others:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>27 SCCRTC:</td>
<td>2,079,737</td>
<td>2,074,725</td>
<td>-5,012</td>
<td>Actual revenues lower than federal estimate</td>
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<tr>
<td>28 Santa Cruz Area TMA &amp; Ecology Action</td>
<td>67,993</td>
<td>67,993</td>
<td>0</td>
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</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td><strong>2,147,730</strong></td>
<td><strong>2,142,718</strong></td>
<td><strong>-5,012</strong></td>
<td></td>
</tr>
<tr>
<td>31 Rideshare</td>
<td>446,890</td>
<td>446,890</td>
<td>0</td>
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<tr>
<td>33 SAFE</td>
<td>608,160</td>
<td>608,160</td>
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<td></td>
</tr>
<tr>
<td>34 Freeway Service Patrol (FSP)</td>
<td>367,030</td>
<td>367,030</td>
<td>0</td>
<td></td>
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<tr>
<td>37 Rail Trail Authority</td>
<td>21,215,320</td>
<td>21,095,320</td>
<td>-120,000</td>
<td>Revenues not realized this fiscal year</td>
</tr>
<tr>
<td>39 Highway 1 PA/ED</td>
<td>4,284,089</td>
<td>4,284,089</td>
<td>0</td>
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</tr>
<tr>
<td>41 RSTP Exchange Program</td>
<td>6,314,924</td>
<td>6,314,924</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>43 CMAQ to Other Local Jurisdictions</td>
<td>35,769</td>
<td>35,769</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>42,159,460</strong></td>
<td><strong>42,034,448</strong></td>
<td><strong>-125,012</strong></td>
<td></td>
</tr>
</tbody>
</table>

(1) TDA apportionments are based on the formulas in the RTC's Rules and Regulations. Balance not used for Planning and Administration is allocated to other TDA claimants as follows: 85.5% is appropriated to SCMTC, 8.4% to Community Bridges and 1% to the Volunteer Center; the remaining funds are proportionally allocated to cities and the County according to population.
## Operating Budget Summary

### FY 2009-2010 Budget

<table>
<thead>
<tr>
<th>Program</th>
<th>Total FY 08-09 Adopted 5/09</th>
<th>Salaries &amp; Benefits</th>
<th>Services &amp; Supplies</th>
<th>Total FY 09-10 Proposed 06/03/10</th>
<th>Salaries &amp; Benefits</th>
<th>Services &amp; Supplies</th>
</tr>
</thead>
<tbody>
<tr>
<td>SCCRTC - Administration</td>
<td>676,560</td>
<td>201,000</td>
<td>475,560</td>
<td>652,500</td>
<td>201,000</td>
<td>451,500</td>
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<tr>
<td>Rideshare</td>
<td>271,665</td>
<td>180,000</td>
<td>91,665</td>
<td>294,100</td>
<td>185,500</td>
<td>108,600</td>
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<tr>
<td>SAFE</td>
<td>372,566</td>
<td>75,000</td>
<td>297,566</td>
<td>553,350</td>
<td>95,000</td>
<td>458,350</td>
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<tr>
<td>Freeway Service Patrol</td>
<td>284,450</td>
<td>48,000</td>
<td>238,450</td>
<td>331,400</td>
<td>47,500</td>
<td>283,900</td>
</tr>
<tr>
<td>Rail/Trail Authority</td>
<td>21,486,154</td>
<td>120,000</td>
<td>21,366,154</td>
<td>21,095,320</td>
<td>120,000</td>
<td>20,975,320</td>
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<tr>
<td>Highway 1 - PA/ED</td>
<td>5,178,833</td>
<td>275,000</td>
<td>4,903,833</td>
<td>4,004,831</td>
<td>250,000</td>
<td>3,754,831</td>
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<tr>
<td>SCCRTC Planning</td>
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<td>807,379</td>
<td>1,122,362</td>
<td>2,300,898</td>
<td>859,326</td>
<td>1,441,572</td>
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**Total Operating Budget**

<table>
<thead>
<tr>
<th></th>
<th>FY08-09 Adopted 5/09</th>
<th>FY09-10 Proposed 06/03/10</th>
<th>FY08-09 Adopted 5/09</th>
<th>FY08-09 Adopted 5/09</th>
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</thead>
<tbody>
<tr>
<td>Total</td>
<td>30,199,969</td>
<td>29,232,399</td>
<td>30,199,969</td>
<td>27,474,073</td>
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### Operating Budget Comparison

**Prior Year and Budget Year**

<table>
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<tr>
<th>Program</th>
<th>FY08-09 Adopted 5/09</th>
<th>FY08-09 Actual 6/30/09</th>
<th>FY08-09 Adopted 5/09</th>
<th>FY09-10 Proposed 06/03/10</th>
<th>FY09-10 Adopted 5/09</th>
<th>FY08-09 Proposed 06/03/10</th>
<th>FY08-09 Adopted 5/09</th>
</tr>
</thead>
<tbody>
<tr>
<td>SCCRTC - Administration</td>
<td>676,560</td>
<td>466,489</td>
<td>(210,071)</td>
<td>652,500</td>
<td>676,560</td>
<td>(24,060)</td>
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<tr>
<td>Rideshare</td>
<td>271,665</td>
<td>208,445</td>
<td>(63,220)</td>
<td>294,100</td>
<td>271,665</td>
<td>22,435</td>
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<tr>
<td>SAFE</td>
<td>372,566</td>
<td>329,920</td>
<td>(42,646)</td>
<td>553,350</td>
<td>372,566</td>
<td>180,784</td>
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<tr>
<td>Freeway Service Patrol</td>
<td>284,450</td>
<td>261,145</td>
<td>(23,305)</td>
<td>331,400</td>
<td>284,450</td>
<td>46,950</td>
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<tr>
<td>Rail/Trail Authority</td>
<td>21,486,154</td>
<td>243,741</td>
<td>(21,054,413)</td>
<td>21,095,320</td>
<td>21,486,154</td>
<td>(390,834)</td>
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<tr>
<td>Highway 1 - PA/ED</td>
<td>5,178,833</td>
<td>1,942,684</td>
<td>(3,236,149)</td>
<td>4,004,831</td>
<td>5,178,833</td>
<td>(1,174,002)</td>
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<tr>
<td>SCCRTC Planning</td>
<td>1,929,741</td>
<td>1,182,428</td>
<td>(747,313)</td>
<td>2,300,898</td>
<td>1,929,741</td>
<td>371,157</td>
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**Total Operating Budget**

<table>
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<tr>
<th></th>
<th>FY08-09 Proposed 06/03/10</th>
<th>FY08-09 Adopted 5/09</th>
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</thead>
<tbody>
<tr>
<td>Total</td>
<td>30,199,969</td>
<td>29,232,399</td>
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**Notes:**

1. Includes staffing shown on page 15 and $7,494 in anticipated funds for a transit rotational intern funded with a Transit Professional Development Grant.
<table>
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<th>WORK ELEMENT #682</th>
<th>FY09-10 APPROVED 03/04/10</th>
<th>FY09-10 PROPOSED 06/03/10</th>
<th>DIFFERENCE</th>
<th>NOTE</th>
</tr>
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<tr>
<td>STIP</td>
<td>10,000,000</td>
<td>10,000,000</td>
<td>0</td>
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</tr>
<tr>
<td>Proposition 116</td>
<td>10,481,059</td>
<td>10,481,059</td>
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<tr>
<td>Leases</td>
<td>120,000</td>
<td>0</td>
<td>-120,000</td>
<td>- Revenues not realized in this fiscal year</td>
</tr>
<tr>
<td>Federal Earmark</td>
<td>157,784</td>
<td>157,784</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Transfer from TC Funds</td>
<td>102,310</td>
<td>102,310</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Rail/Trail Authority Reserve Funds Budgeted</td>
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</tr>
<tr>
<td><strong>TOTAL REVENUES</strong></td>
<td><strong>21,215,320</strong></td>
<td><strong>21,096,320</strong></td>
<td><strong>-120,000</strong></td>
<td></td>
</tr>
</tbody>
</table>

**EXPENDITURES:**

| Staff and Overhead:                                    |                           |                           |            |                                                                      |
| Salaries & Benefits                                    | 120,000                   | 120,000                   | 0          |                                                                      |

| Services and Supplies:                                 |                           |                           |            |                                                                      |
| Liability Insurance                                    | 80,000                    | 0                         | -80,000    | - Expense not needed in this fiscal year                          |

| Consulting Services:                                   |                           |                           |            |                                                                      |
| Appraisals                                            | 55,004                    | 45,000                    | -10,004    | - Moved to negotiating attorney line                              |
| Negotiation Attorney                                   | 183,938                   | 227,656                   | 43,718     | - To complete negotiations with Union Pacific and shortline operator|
| Lease Investigation                                    | 15,000                    | 11,800                    | -3,200     | - Moved to negotiating attorney line                              |
| Title Company                                          | 20,012                    | 20,012                    | 0          |                                                                      |
| Freight Service and Business & Management Plan         | 60,634                    | 69,634                    | 0          |                                                                      |
| Legal Review for EIR                                   | 22,610                    | 0                         | -22,610    | - Moved to negotiating attorney line                              |
| Structures Assessment                                  | 7,804                     | 0                         | -7,804     | - Moved to negotiating attorney line                              |
| STB Filling                                            | 50,000                    | 50,000                    | 0          |                                                                      |
| Closing Costs                                          | 25,000                    | 25,000                    | 0          |                                                                      |
| General Inspection                                     | 19,832                    | 19,832                    | 0          |                                                                      |
| On Call Consultant for Rail Operations Management      | 40,000                    | 0                         | -40,000    | - Expense not needed in this fiscal year                          |

| Phase II Site Assessment                               | 176,153                   | 176,153                   | 0          |                                                                      |

| Recreation Rail - Environmental Review                 | 0                         | 0                         | 0          |                                                                      |
| - Contingency                                          | 5,300                     | 5,300                     | 0          |                                                                      |
| Title Insurance                                        | 75,000                    | 75,000                    | 0          |                                                                      |
| Hazardous Materials and Pollution Insurance            | 300,791                   | 300,791                   | 0          |                                                                      |
| General Contingency                                    | 14,242                    | 14,242                    | 0          |                                                                      |
| Various Rail Line Improvements                         | 5,735,000                 | 5,735,000                 | 0          |                                                                      |

| Right of Way Acquisition                               | 14,200,000                | 14,200,000                | 0          |                                                                      |

| **Subtotal Services & Supplies**                        | **21,096,320**            | **20,975,320**            | **-120,000**|                                                                      |

| **TOTAL EXPENDITURES**                                  | **21,215,320**            | **21,096,320**            | **-120,000**|                                                                      |

**Note:**
### SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
### OPERATING BUDGET BY WORK PROGRAM - PLANNING REVENUES BY SOURCES
### FY 2009-2010 BUDGET

<table>
<thead>
<tr>
<th>SOURCES</th>
<th>FY09-10 APPROVED 03/04/10</th>
<th>FY09-10 PROPOSED 06/03/10</th>
<th>DIFFERENCE</th>
<th>NOTE</th>
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**TOTAL REVENUES**: 2,305,910  2,300,898  -5,012

**Note:**
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<th>EXPENDITURES</th>
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<th>FY09-10 ADOPTED 03/04/10</th>
<th>FY09-10 PROPOSED 06/03/10</th>
<th>DIFFERENCE</th>
<th>NOTE</th>
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<td>Staff &amp; Overhead by Program</td>
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<td>RAIL/RAIL AUTHORITY FUND</td>
<td>HIGHWAY ONE PAID FUND</td>
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<td>(10,293)</td>
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<td>279,258</td>
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**Notes:**
24. Numbers in parentheses are negative numbers. All other numbers are positive numbers.
25. Funds within each category (column) are restricted for use on projects/programs within that category.
26. Fund Balance (7-01-09) = Balances of funds not used at the end of prior fiscal year.
27. Budgeted Carryover/New = Portion of Fund Balance used in current fiscal year budget.
28. Target for Reserves = Minimum Fund Balance recommended to cover potential revenue shortfalls. For TDA and RTC Funds see notes 1 & 2 below.
29. Unappropriated Revenues = Amount of revenues designated for specific projects/programs that likely will not be expended in FY09/10, but will be needed in future years.
30. 
31. 
32. (1) 8% reserve is established in RTC Rules and Regulations; 2.4700% available due to use of reserve funds in FYs 07-08, 08-09 and 09-10
33. (2) 8% reserve target consistent with TDA reserve fund; 7.65% available due to reduced revenues
34. (3) Certificate of participation (COP) to borrow funds for call box installation - fully paid in 2002
35. (4) This is a pass-through fund, all receipts are paid to SCMTD.
36. (5) Includes combination of budgeted carryover and budgeted new for RTC Fund
<table>
<thead>
<tr>
<th>MONTH</th>
<th>FY08-09 ACTUAL REVENUE</th>
<th>FY09-10 ESTIMATE REVENUE</th>
<th>FY09-10 ACTUAL REVENUE</th>
<th>DIFFERENCE</th>
<th>DIFFERENCE AS % OF PROJECTION</th>
<th>CUMULATIVE % OF ACTUAL TO PROJECTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>JULY</td>
<td>570,200</td>
<td>454,800</td>
<td>454,800</td>
<td>0</td>
<td>0.00%</td>
<td>100.00%</td>
</tr>
<tr>
<td>AUGUST</td>
<td>760,200</td>
<td>539,000</td>
<td>539,000</td>
<td>0</td>
<td>0.00%</td>
<td>100.00%</td>
</tr>
<tr>
<td>SEPTEMBER</td>
<td>634,334</td>
<td>719,093</td>
<td>719,093</td>
<td>0</td>
<td>0.00%</td>
<td>100.00%</td>
</tr>
<tr>
<td>OCTOBER</td>
<td>567,100</td>
<td>490,500</td>
<td>490,500</td>
<td>0</td>
<td>0.00%</td>
<td>100.00%</td>
</tr>
<tr>
<td>NOVEMBER</td>
<td>756,100</td>
<td>555,900</td>
<td>555,900</td>
<td>0</td>
<td>0.00%</td>
<td>100.00%</td>
</tr>
<tr>
<td>DECEMBER</td>
<td>700,859</td>
<td>625,786</td>
<td>625,785</td>
<td>-1</td>
<td>0.00%</td>
<td>100.00%</td>
</tr>
<tr>
<td>JANUARY</td>
<td>538,600</td>
<td>538,600</td>
<td>465,300</td>
<td>-73,300</td>
<td>-13.61%</td>
<td>98.13%</td>
</tr>
<tr>
<td>FEBRUARY</td>
<td>590,700</td>
<td>590,700</td>
<td>620,400</td>
<td>29,700</td>
<td>5.03%</td>
<td>99.03%</td>
</tr>
<tr>
<td>MARCH</td>
<td>578,624</td>
<td>578,624</td>
<td>607,400</td>
<td>28,776</td>
<td>4.97%</td>
<td>99.71%</td>
</tr>
<tr>
<td>APRIL</td>
<td>432,400</td>
<td>432,400</td>
<td>385,100</td>
<td>-47,300</td>
<td>-10.94%</td>
<td>98.88%</td>
</tr>
<tr>
<td>MAY</td>
<td>464,400</td>
<td>464,400</td>
<td>562,700</td>
<td>98,300</td>
<td>21.17%</td>
<td>100.60%</td>
</tr>
<tr>
<td>JUNE</td>
<td>606,615</td>
<td>606,615</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
<td>7,200,133</td>
<td>6,596,418</td>
<td>6,025,978</td>
<td>36,175</td>
<td>0.55%</td>
<td>91%</td>
</tr>
</tbody>
</table>

**Note:**

S:\RTC\TC2010\TC0610\[Monthly TDA.xls]FY09-10
RECOMMENDATIONS

Staff recommends that the Regional Transportation Commission approve the Budget and Administration/Personnel Committee and staff recommendations to:

1. Adopt a resolution (Attachment 3) and a Memorandum of Understanding (Attachment 4) to purchase vision and dental care staff benefits from the Special District Risk Management Authority (SDRMA);
2. Adopt a resolution and approve a group insurance application (Attachment 5) to purchase short and long term disability, life and accidental death and dismemberment, and employee assistance program staff benefits from Lincoln Insurance; and
3. Adopt a resolution and agreement (Attachment 6) to provide RTC employees a 457 Deferred Compensation Plan through CalPERS.

BACKGROUND

The RTC provides dental, vision, Employee Assistance Program (EAP), life insurance and disability benefits for its employees. These are referred to as ancillary benefits. The RTC also provides employees the option to participate in a 457 deferred compensation plan. These benefits have been offered to RTC employees through the Santa Cruz County. On February 10, 2010 the RTC was notified that the County would no longer be able to provide any of the ancillary benefits to the RTC effective June 30, 2010 (Attachment 1). The County will also no longer be able to provide RTC employees access to the County's 457 deferred compensation plan.

The Memoranda of Understanding (MOU's) for both RTC employee bargaining units (Community of RTC (CORE) and RTC Association of Middle Management (RAMM)) outlines the benefits that the RTC agreed to offer employees. These include the benefits listed above. Both bargaining units agreed not to open the MOU's if the RTC is able to offer the above listed benefits at the same level as indicated in the MOU's.

DISCUSSION

Ancillary Benefits

In keeping with the preferences expressed by both bargaining units to maintain the current level of ancillary benefits outlined in both MOU's, the Budget and Administration/Personnel Committee and staff recommend that the RTC purchase dental and vision employee
benefits from SDRMA, and disability insurance; life, accidental death and dismemberment insurance and employee assistance program employee benefits from Lincoln National Life Insurance Company. Staff contacted several insurance carriers and also worked with Barney & Barney LLC Company, an insurance broker. Each company was given information on the exact benefit levels that the RTC is currently offering their employees and were asked to provide quotes based on that information. In most cases carriers were able to provide the exact same level of benefits specifically for dental, vision and EAP. However, due to our agency size no one was able to provide the exact benefit level for disability insurance. The proposed disability insurance is a combination of short term and long term disability insurance and the combined plan would be for all RTC employees. This is different from the insurance provided by the County in that the short term disability is only provided to CORE unit employees and the long term disability is only provided to Executive Management and Middle Management employees. The wait period and duration is also different in the proposed plan. Currently, CORE unit employees do not participate in long term disability and their disability insurance has a limit on the time they can participate in the program of 48 weeks. With the proposed plan, all RTC employees would participate in short and long term disability which would allow employees to collect disability benefits up to retirement age. Although the disability plan is a more comprehensive plan for employees, the cost is lower than the current County plan.

The total cost of the proposed benefit is lower than the current cost of benefits purchased through the County, as indicated below and in the cost comparison worksheet (Attachment 2). Both bargaining units agree with the level of benefits that will be provided by the new insurance carriers and agree to move forward with the benefit contracts.

<table>
<thead>
<tr>
<th>Benefit</th>
<th>SDRMA Plus Lincoln</th>
<th>Current County</th>
</tr>
</thead>
<tbody>
<tr>
<td>Disability</td>
<td>$8,525</td>
<td>$7,974</td>
</tr>
<tr>
<td>Life</td>
<td>$1,260</td>
<td>$1,290</td>
</tr>
<tr>
<td>EAP</td>
<td>Included</td>
<td>$814</td>
</tr>
<tr>
<td>Sub Total</td>
<td>$9,785</td>
<td>$10,078</td>
</tr>
<tr>
<td>VSP</td>
<td>$1,469</td>
<td>$1,252</td>
</tr>
<tr>
<td>Dental</td>
<td>$12,758</td>
<td>$14,782</td>
</tr>
<tr>
<td>Sub Total</td>
<td>$14,227</td>
<td>$16,034</td>
</tr>
<tr>
<td>Admin Fee</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Yearly Cost</strong></td>
<td><strong>$24,012</strong></td>
<td><strong>$31,936</strong></td>
</tr>
</tbody>
</table>

Medical insurance is currently offered to RTC active and retired employees through CalPERS Health Benefits Program will not be impacted by any of the other benefit changes.
The Commission must adopt a resolution and a Memorandum of Understanding (Attachments 3 and 4) to purchase Dental and Vision insurance through SDRMA. It must also adopt a resolution and approve the Application for Group Insurance (Attachment 5) to purchase disability, life and EAP insurance through Lincoln National Life Insurance Company.

457 Deferred Compensation Plan

The County will no longer be able to provide the RTC staff access to their 457 Deferred Compensation plan. The plan requires that contributions must be made through payroll deductions and as staff reported recently, the County has asked the RTC to find a new payroll vendor as well. Staff has contacted the current 457 Deferred Compensation Plan provider (ICMA) and they have indicated that due to our agency size they are not able to offer the same plan that is offered to the County. The most important aspect of the current plan to RTC staff is the plan options that were customized for the county that include socially responsible investment opportunities. There is also an administrative cost to the RTC that is much higher than what the RTC is currently paying the County. The administrative fee is above and beyond the charge that is imposed to each participating employee’s portfolio.

Staff also contacted several other companies including CalPERS to obtain information on their 457 plan and compared it to the plan offered by ICMA. Although all the plans have very similar investment options, the CalPERS plan does not charge an Administrative fee and the cost charged to the participating employees is significantly lower compared to the other providers. The fee to the participants from all providers with the exception of CalPERS range from 1.11% to 1.70%; CalPERS fee is .64%. The lower the fee the more money the participant has to invest.

In keeping with the preferences expressed by both bargaining units to maintain the current level of benefits outlined in both MOU’s, the Budget and Administration/Personnel Committee and staff recommend that the RTC adopt a resolution and agreement (Attachment 6) to contract with CalPERS for its 457 Deferred Compensation Plan.

SUMMARY

The RTC was notified by the County of Santa Cruz that they could no longer provide ancillary benefits or a 457 Deferred Compensation plan to RTC employees effective June 30, 2010. Staff was able to find insurance carriers that can provide at least the same level of benefits as outlined in both RTC MOU’s at comparable premiums as well as a 457 Deferred Compensation Plan. The Budget and Administration/Personnel Committee and staff recommend that the Commission adopt and approve the necessary documentation to purchase dental and vision employee benefits from SDRMA, and disability insurance; life, accidental death and dismemberment insurance and employee assistance program employee benefits from Lincoln National Life Insurance Company and to participate in CalPERS 457 Deferred Compensation Plan (Attachments 3, 4, 5, and 6).

Attachments:
1. Letter from Janet McKinley, Santa Cruz County Risk Manager
2. Ancillary benefit comparison worksheet
3. SDRMA Resolution
4. SDRMA Memorandum of Understanding
5. Lincoln National Life Insurance Company resolution and application
6. CalPERS resolution and agreement
February 10, 2010

George Dondero, Executive Director
Santa Cruz County Regional Transportation Commission
1523 Pacific Avenue
Santa Cruz, CA 95060

Subject: Discontinuance of Employee Benefits Provided for RTC

Dear Mr. Dondero:

We were recently notified that the County of Santa Cruz will not be performing payroll processing for the Regional Transportation Commission (RTC) after June 30, 2010.

Currently, the County of Santa Cruz provides your group of employees with Dental, Vision, Disability and Life Insurance coverage. RTC employee eligibility, additions, deletions, and/or changes in enrollment are reported along with other County employees. The resulting participant eligibility data for all of these insurance benefits is reported electronically to the specific vendors following each biweekly payroll processing period. We are not able to report eligibility or make changes manually, all actions are tied to our payroll system.

Participation in any of the IRS 125 plans, i.e. FSA, D-Care is also accomplished through our payroll system and will not be available once your Group separates their payroll from the County.

As the County of Santa Cruz will no longer be processing your payroll we will be unable to continue insurance coverage of your employee’s on the County’s insurance plans after June 30, 2010.

We believe that this change may affect employees who participate in the Deferred Compensation Program. We encourage you to contact Dinah Phillips of the County Administrative Office regarding the Deferred Compensation Program.

We are available to answer questions you may have relative to obtaining other insurance coverage for your employees, I can be reached at 454-2246 or Becky McBride, Employee Benefits Manager, at 454-2565.

Sincerely,

[Signature]
Janet McKinley
Risk Manager
### Short Term Disability

<table>
<thead>
<tr>
<th>Benefit Package</th>
<th>SDRMA</th>
<th>Hartford</th>
<th>Standard</th>
<th>Principal</th>
<th>Metlife</th>
<th>Lincoln</th>
<th>Unum</th>
<th>County</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accident &amp; Sickness</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Benefit Percentage</td>
<td>60%</td>
<td>60%</td>
<td>60%</td>
<td>60%</td>
<td>60%</td>
<td>60%</td>
<td>60%</td>
<td>60%</td>
</tr>
<tr>
<td>Maximum Monthly Benefit</td>
<td>1500</td>
<td>$2,500</td>
<td>$1,660</td>
<td>$2,500</td>
<td>$2,900</td>
<td>$1,807</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Benefit Duration</td>
<td>12 weeks</td>
<td>83 days</td>
<td>83 days</td>
<td>12 weeks</td>
<td>13 weeks</td>
<td>12 weeks</td>
<td>48 Weeks</td>
<td></td>
</tr>
</tbody>
</table>

**Rates**

- Rate per $10 of Weekly Benefit: $0.24, $0.287, $0.27, $0.27, $0.27, $0.864
- Total Monthly Cost: $326, $390, $367, $367, $367, $308
- Total Annual Premium: N/A, $3,912, $4,680, N/A, $4,404, $4,403, $3,697

### Long Term Disability (LTD)

<table>
<thead>
<tr>
<th>Benefit Package</th>
<th>SDRMA</th>
<th>Hartford</th>
<th>Standard</th>
<th>Principal</th>
<th>Metlife</th>
<th>Lincoln</th>
<th>Unum</th>
<th>County</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elimination Period</td>
<td>90 days</td>
<td>90 days</td>
<td>90 days</td>
<td>90 days</td>
<td>90 days</td>
<td>90 days</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>Benefit %</td>
<td>60%</td>
<td>60%</td>
<td>60%</td>
<td>60%</td>
<td>60%</td>
<td>60%</td>
<td>60%</td>
<td>66.67%</td>
</tr>
<tr>
<td>Maximum Benefit</td>
<td>Mgmt - 5,000</td>
<td>Mgmt - 10,000</td>
<td>Mgmt - 8100</td>
<td>Mgmt - 8100</td>
<td>Mgmt - 8100</td>
<td>Mgmt - 8100</td>
<td>Mgmt - 8100</td>
<td>N/A</td>
</tr>
<tr>
<td><strong>Rates</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Monthly Rate per $100</td>
<td>$0.51</td>
<td>$0.39</td>
<td>$0.46</td>
<td>$0.42</td>
<td>$0.40</td>
<td>$0.35</td>
<td>$0.36</td>
<td>$0.96</td>
</tr>
<tr>
<td>Total Monthly Cost</td>
<td>501.00</td>
<td>380.00</td>
<td>450.00</td>
<td>412.00</td>
<td>392.00</td>
<td>344.00</td>
<td>353.00</td>
<td>356.48</td>
</tr>
<tr>
<td>Total Annual Premium</td>
<td>6,007.00</td>
<td>4,558.00</td>
<td>5,406.00</td>
<td>4,947.00</td>
<td>4,122.00</td>
<td>3,697.00</td>
<td>4,240.00</td>
<td>4,277.72</td>
</tr>
</tbody>
</table>

**Total for short & Long Term**

- N/A, $8,470.00, 10,086.00, N/A, $9,103.00, $9,524.80, 8,642.80, $7,974.37

### Life and Accidental Death and Dismemberment (AD&D)

<table>
<thead>
<tr>
<th>Benefit Package</th>
<th>SDRMA</th>
<th>Hartford</th>
<th>Standard</th>
<th>Principal</th>
<th>Metlife</th>
<th>Lincoln</th>
<th>Unum</th>
<th>County</th>
</tr>
</thead>
<tbody>
<tr>
<td>Life per $1,000</td>
<td>$0.300</td>
<td>$0.256</td>
<td>$0.240</td>
<td>$0.258</td>
<td>$0.486</td>
<td>$0.200</td>
<td>$0.270</td>
<td>$0.220</td>
</tr>
<tr>
<td>AD&amp;D included</td>
<td>$0.032</td>
<td>$0.030</td>
<td>$0.030</td>
<td>$0.033</td>
<td>$0.033</td>
<td>$0.033</td>
<td>$0.030</td>
<td>$0.020</td>
</tr>
<tr>
<td>total Monthly Rate</td>
<td>144.00</td>
<td>157.00</td>
<td>128.00</td>
<td>152.00</td>
<td>247.00</td>
<td>105.00</td>
<td>138.00</td>
<td>107.50</td>
</tr>
<tr>
<td>Total Annual</td>
<td>1,728.00</td>
<td>1,644.00</td>
<td>1,536.00</td>
<td>1,824.00</td>
<td>2,964.00</td>
<td>1,260.00</td>
<td>1,656.00</td>
<td>1,290.00</td>
</tr>
</tbody>
</table>

**Combined Disability and Life**

- N/A, $18,114.00, 11,622.00, N/A, 12,967.00, 9,794.80, 10,296.80, 9,264.37

### Employee Assistance Program (EAP)

<table>
<thead>
<tr>
<th>Benefit Package</th>
<th>SDRMA</th>
<th>Hartford</th>
<th>Standard</th>
<th>Principal</th>
<th>Metlife</th>
<th>Lincoln</th>
<th>Unum</th>
<th>County</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rate per EE</td>
<td>2.98</td>
<td>included</td>
<td>not offered</td>
<td>included</td>
<td>not offered</td>
<td>4.24</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Yearly Cost</td>
<td>572.16</td>
<td>1200</td>
<td>1200</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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</tbody>
</table>

### Vision

<table>
<thead>
<tr>
<th>Benefit Package</th>
<th>SDRMA</th>
<th>Hartford</th>
<th>Standard</th>
<th>Principal</th>
<th>Metlife</th>
<th>Lincoln</th>
<th>Unum</th>
<th>County</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rate per EE</td>
<td>7.65</td>
<td>6.52</td>
<td>6.52</td>
<td>6.52</td>
<td>6.52</td>
<td>6.52</td>
<td>6.52</td>
<td></td>
</tr>
<tr>
<td>Total Yearly Cost</td>
<td>1468.8</td>
<td>1251.84</td>
<td>1251.84</td>
<td>1251.84</td>
<td>1251.84</td>
<td>1251.84</td>
<td>1251.84</td>
<td></td>
</tr>
</tbody>
</table>

### Dental

<table>
<thead>
<tr>
<th>Benefit Package</th>
<th>SDRMA</th>
<th>Hartford</th>
<th>Standard</th>
<th>Principal</th>
<th>Metlife</th>
<th>Lincoln</th>
<th>Unum</th>
<th>County</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rate</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Benefits Admin Fee**

- N/A, $0, $0, $0, $0, $0, $0, $5,824

* Available to CORE unit employees only
RESOLUTION NO. ________

A RESOLUTION OF THE (GOVERNING BODY) OF THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION APPROVING THE FORM OF AND AUTHORIZING THE EXECUTION OF A MEMORANDUM OF UNDERSTANDING AND AUTHORIZING PARTICIPATION IN THE SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY'S DENTAL AND VISION ANCILLARY BENEFITS COVERAGE

WHEREAS, The Santa Cruz County Regional Transportation Commission, a public agency duly organized and existing under and by virtue of the laws of the State of California (the “Entity”), has determined that it is in the best interest and to the advantage of the Entity to participate in Health Benefits Ancillary Coverages offered by the Special District Risk Management Authority (the “Authority”); and the Entity understands a condition of participation in Health Benefits Ancillary Coverages is a minimum of 3 full years; and

WHEREAS, Special District Risk Management Authority was formed in 1986 in accordance with the provisions of California Government Code 6500 et seq., for the purpose of providing risk financing and risk management programs; and other coverage protection programs; and

WHEREAS, participation in Special District Risk Management Authority programs requires the Entity to execute and enter into a Memorandum of Understanding (the “MOU”); which states the purpose and participation requirements for Health Benefits Ancillary Coverages; and

WHEREAS, all acts, conditions and things required by the laws of the State of California to exist, to have happened and to have been performed precedent to and in connection with the consummation of the transactions authorized hereby do exist, have happened and have been performed in regular and due time, form and manner as required by law, and the Entity is now duly authorized and empowered, pursuant to each and every requirement of law, to consummate such transactions for the purpose, in the manner and upon the terms herein provided.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE ENTITY AS FOLLOWS:

Section 1. Findings. The Entity’s Governing Body hereby specifically finds and determines that the actions authorized hereby relate to the public affairs of the Entity.

Section 2. Memorandum of Understanding. The Memorandum of Understanding, to be executed and entered into by and between the Entity and the Special District Risk Management Authority, in the form presented at this meeting and on file with the Entity’s Secretary, is hereby approved. The Entity’s Governing Body and/or Executive Director (“The Authorized Officers”) are hereby authorized and directed, for and in the name and on behalf of the Entity, to execute and deliver to the Authority the Memorandum of Understanding.

Section 3. Program Participation. The Entity’s Governing Body approves participating for a minimum of three full years in Special District Risk Management Authority Dental and Vision Ancillary Benefits Coverages.
Section 4. **Other Actions.** The Executive Director of the Entity is hereby authorized and directed to execute and deliver any and all documents which is necessary in order to consummate the transactions authorized hereby and all such actions heretofore taken by such officers are hereby ratified, confirmed and approved.

Section 5. **Effective Date.** This resolution shall take effect immediately upon its passage.

PASSED AND ADOPTED this _____ day of __________________, 20____ by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

______________________________
Randy Johnson, Chair

**ATTEST:**

______________________________
George Dondero, Secretary

**Distribution:**

RTC Fiscal
Administrative Services Officer
SDRMA
MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (hereafter "MEMORANDUM") is entered into by and between the Special District Risk Management Authority (hereafter "SDRMA") and the participating public entity (hereafter "ENTITY") who is signatory to this MEMORANDUM.

Recitals

WHEREAS, on August 1, 2006, SDRMA was appointed administrator for the purpose of enrolling small public entities typically having 250 or less employees into the California State Association of Counties ("CSAC") Excess Insurance Authority ("EIA") EIAHealth's Small Group Health Benefits Ancillary Coverages Program (hereinafter "PROGRAM").

WHEREAS, the terms and conditions of the PROGRAM as well as benefit coverage, rates, assessments, and premiums are governed by EIAHealth Committee for the PROGRAM (the "COMMITTEE") and not SDRMA.

WHEREAS, ENTITY desires to enroll and participate in the PROGRAM.

NOW THEREFORE, SDRMA and ENTITY agree as follows:

1. PURPOSE. ENTITY is signatory to this MEMORANDUM for the express purpose of enrolling in the PROGRAM.

2. INITIAL COMMITMENT PERIOD. ENTITY understands and acknowledges that it is required to remain in the PROGRAM for a period of at least three (3) full years as a condition to participation in the PROGRAM (the "INITIAL COMMITMENT PERIOD").

3. ENTRY INTO PROGRAM. ENTITY shall enroll in the PROGRAM by making application through SDRMA which shall be subject to approval by the PROGRAM's Underwriter and governing documents and in accordance with applicable eligibility guidelines.

4. MAINTENANCE OF EFFORT. PROGRAM is designed to provide an alternative health benefit ancillary coverage solution to all participants of the ENTITY including active employees, dependents and public officials. ENTITY must contribute at least the minimum percentage required by the eligibility requirements.

5. PREMIUMS. ENTITY understands that premiums and rates for the PROGRAM are set by the COMMITTEE. ENTITY will remit monthly premiums based upon rates established for each category of participants and the census of covered employees, dependents and public officials.

Rates for the ENTITY and each category of participant will be determined by the COMMITTEE designated for the PROGRAM based upon advice from their consultants and/or a consulting Benefits Actuary and insurance carriers. In addition, SDRMA will add an administrative fee to premiums and rates set by the COMMITTEE for costs associated with administering the PROGRAM. Rates may vary depending upon factors including, but not limited to, demographic characteristics, loss experience of all public entities participating in the PROGRAM and differences in benefits provided (plan design), if any.

a. SDRMA will administrate a billing to ENTITY each month, with payments due by the date specified by SDRMA. Payments received after the specified date will accrue penalties. Health benefit ancillary coverage premiums are based on a full month. There are no partial months or prorated premiums.

b. ENTITY must send notification of termination of ancillary benefits for a covered employee to the PROGRAM and SDRMA by the 15th of the current month to terminate at the end of the month. Otherwise (i.e. notification after the 15th), termination will be as of the end of the following month.
6. **Benefits.** Benefits provided to ENTITY participants shall be as set forth in ENTITY’s Plan Summary for the PROGRAM and as agreed upon between the ENTITY and its recognized employee organizations as applicable.

7. **Coverage Documents.** Except as otherwise provided herein, CSAC-EIA Health documents outlining the coverage provided, including terms and conditions of coverage, are controlling with respect to the coverage of the PROGRAM.

8. **Program Funding.** It is the intent of this MEMORANDUM to provide for a fully funded PROGRAM by any or all of the following: pooling risk; purchasing individual stop loss coverage to protect the pool from large claims; and purchasing aggregate stop loss coverage.

9. **Assessments.** Should the PROGRAM not be adequately funded for any reason, pro-rata assessments to the ENTITY may be utilized to ensure the approved funding level for applicable policy periods. Any assessments, which are deemed necessary to ensure approved funding levels, shall be made upon the determination and approval of the COMMITTEE in accordance with the following:
   
   a. Assessments/dividends will be used sparingly. Generally, any over/under funding will be factored into renewal rates.
   
   b. If a dividend/assessment is declared, allocation will be based upon each ENTITY’s proportional share of total premium paid for the preceding 3 years. ENTITY’s must be current participants to receive a dividend except upon termination of the PROGRAM and distribution of assets.
   
   c. ENTITY will be liable for assessments for 12 months following withdrawal from the PROGRAM.
   
   d. Fund equity will be evaluated on a total program-wide basis as opposed to each year standing on its own.

10. **Withdrawal.** ENTITY may withdraw after their INITIAL COMMITMENT PERIOD (three (3) full year commitment period) and subject to the following condition; ENTITY shall notify SDRMA and the PROGRAM in writing of their intent to withdraw at least 180 days prior to their actual coverage renewal date. ENTITY may rescind its notice of intent to withdraw.

11. **Liaison with SDRMA.** Each ENTITY shall maintain staff to act as liaison with the SDRMA and between the ENTITY and the SDRMA’s designated PROGRAM representative.

12. **Disputes.** Disputes between the parties related to this MEMORANDUM shall be resolved as follows:
   
   a. **Mediation Before Litigation.** The parties agree that in the event of any dispute by and between them, they shall first attempt to resolve the dispute by way of an informal mediation and if such efforts do not result in a resolution, they may proceed to litigate the claims.
   
   b. **Selection of Mediator.** The mediation shall be held before a neutral mediator having at least 15 years civil business litigation experience or a retired judge. Within ten (10) days of a demand for mediation, the parties shall attempt to mutually select a neutral and qualified mediator. If the parties agree on the selection of the mediator, the mutually selected mediator shall be appointed for the mediation. If the parties are unable to mutually select a qualified mediator, they shall each select a neutral mediator and the two shall then select the third who shall be designated as the parties’ neutral mediator for the dispute. Any selected mediator who is unable or unwilling to fulfill his duties may be replaced.
   
   c. **Time of Mediation.** Subject to the mediator’s availability, the parties will make best efforts to have the mediation scheduled and held within 45 days of a demand.
   
   d. **Costs of Mediation.** The parties shall split and pay for the fees charged by the mediator equally.
e. **Confidentiality of Mediation Process.** The parties agree that the mediation of the dispute will be an effort to compromise disputed claims and that mediation shall be deemed confidential and no statements made at the mediation can be used against them in the event of future litigation.

f. **Position Statements.** Any party making a demand for mediation shall set forth in their written demand for mediation the factual and legal basis known to them for their claims or dispute and provide copies of any statements, summaries, reports, or documentary information known to them at the time to support their claims, save and except, privileged or confidential information, which may be withheld. Within thirty (30) days after receipt of a demand for mediation, the recipient shall provide a written response to the claims setting forth the factual and legal basis known to them to support the response or affirmative defenses and also provide copies of any statements, summaries, reports, or documentary information known to them at the time to support the response or affirmative defenses, save and except, privileged or confidential information, which may be withheld. Copies of the position statements and information exchanged between the parties under this provision shall be provided to the mediator in advance of the mediation.

g. **Failure to Participate in Mediation.** Any party who fails to participate in the mediation shall waive their right to collect attorney fees herein.

h. **Exclusions From Mediation.** The parties agree that any claim for immediate injunctive relief is specifically excluded from the requirements of mediation. The parties further agree that disputes related to coverage under the PROGRAM are excluded from this provision and shall be governed in accordance with CSAC-EIAHealth documents and/or PROGRAM documents.

13. **GOVERNING LAW.** This MEMORANDUM shall be governed in accordance with the laws of the State of California.

14. **VENUE.** Venue for any dispute or enforcement shall be in Sacramento, California.

15. **ATTORNEY FEES.** The prevailing party in any dispute shall be entitled to an award of reasonable attorney fees.

16. **COMPLETE AGREEMENT.** This MEMORANDUM together with the related PROGRAM documents constitutes the full and complete agreement of the ENTITY.

17. **SEVERABILITY.** Should any provision of this MEMORANDUM be judicially determined to be void or unenforceable, such determination shall not affect any remaining provision.

18. **AMENDMENT OF MEMORANDUM.** This MEMORANDUM may be amended by the SDRMA Board of Directors and such amendments are subject to approval of ENTITY's signatory to this MEMORANDUM. Any ENTITY who fails or refuses to execute an amendment to this MEMORANDUM shall be deemed to have withdrawn from the PROGRAM on the next annual renewal date.

19. **EFFECTIVE DATE.** This MEMORANDUM shall become effective upon the signing of this MEMORANDUM by the ENTITY and Chief Executive Officer or Board President of SDRMA.

20. **EXECUTION IN COUNTERPARTS.** This MEMORANDUM may be executed in several counterparts, each of which shall be an original, all of which shall constitute but one and the same instrument.
In Witness Whereof, the undersigned have executed the MEMORANDUM as of the date set forth below.

Dated: ___________________________  By: ___________________________

Special District Risk Management Authority

Dated: ___________________________  By: ___________________________

[Name of Public Entity]
RESOLUTION NO.

Adopted by the Santa Cruz County Regional Transportation Commission
on the date of June 3, 2010
on the motion of Commissioner
duly seconded by Commissioner

RESOLUTION TO
TO AUTHORIZE THE EXECUTIVE DIRECTOR TO SIGN ALL NECESSARY DOCUMENTS ON
BEHALF OF THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION (RTC) TO
ENTER INTO CONTRACT WITH LINCOLN NATIONAL LIFE INSURANCE COMPANY FOR
DISABILITY, LIFE AND EMPLOYEE ASSISTANCE PROGRAM (EAP) BENEFITS

WHEREAS, The Santa Cruz County Regional Transportation Commission (RTC), a public
agency duly organized and existing under and by virtue of the laws of the State of California; and

WHEREAS, on February 10, 2010 Janet McKinley, risk Manager for the County of Santa
Cruz notified the RTC that the County would no longer be able to provide ancillary benefits for
RTC employees effective June 30, 2010; and

WHEREAS, among the steps required to enter into an agreement with Lincoln National
Life Insurance Company is to complete an application for group insurance which defines the
requested employee coverage; and

WHEREAS, along with stating its wishes to enter into an agreement with Lincoln National
Life Insurance Company, the Commission’s Resolution must also name the individual authorized
to sign the necessary documents on behalf of the RTC; and

THEREFORE, BE IT RESOLVED THAT THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION
COMMISSION:

1. Authorizes the Executive Director to enter into and sign all documents that may
   be necessary to enter into an agreement with Lincoln National Life Insurance
   Company for Disability, Life and Dismemberment and EAP insurance benefits; and

2. Authorizes the following positions to have signing authority for the listed benefits
   above with Lincoln National Insurance Company: Executive Director, Deputy
   Director, Fiscal Officer, and Administrative Services Officer.

AYES: COMMISSIONERS

NOES: COMMISSIONERS

ABSTAIN: COMMISSIONERS
ABSENT: COMMISSIONERS

___________________________
Randy Johnson, Chair

ATTEST:

___________________________
George Dondero, Executive Director

Distribution:

RTC Fiscal
Administrative Service Officer
Lincoln National Insurance Company
Barney & Barney LLC Company

\10.10.11\shared\RESOLUTI\2010\RES0610\Lincoln-RES.doc
APPLICATION FOR GROUP INSURANCE

is hereby made to THE LINCOLN NATIONAL LIFE INSURANCE COMPANY (the Company).

A. NAME AND ADDRESS

1. Applicant's Full Legal Name (exactly as to be shown in Group Policy): Santa Cruz County Regional Transportation Commission

2. Main Office Address (physical location and group situs state):

   Street          1523 Pacific Ave   City     Santa Cruz   State    CA
   Zip   95060   Phone # 831-460-3200 FAX # 831-460-3215   E-Mail Address info@sccrtc.org

B. REQUESTED COVERAGE

The following Group Insurance is applied for as specified in the sold case proposal(s). Complete the requested Effective Date for each coverage.

- [X] Life & AD&D with Effective Date 7/1/2010
- [X] Voluntary Life with Effective Date 7/1/2010
- [X] Long Term Disability with Effective Date 7/1/2010
- [X] Voluntary Life & AD&D with Effective Date 7/1/2010
- [X] Short Term Disability with Effective Date 7/1/2010
- [X] Voluntary Long Term Disability with Effective Date 7/1/2010
- [ ] Dental with Effective Date
- [ ] Voluntary Dental with Effective Date

C. BUSINESS INFORMATION

1. Nature of Business (Please specify): Public Agency - Local Area Transportation Planning Agency
   Years in Business Since 1972   Federal Tax ID# 20-554 4172

2. Business is Organized As (select one):
   - [ ] Corporation
   - [ ] Non-Profit Organization
   - [ ] Partnership
   - [ ] Proprietorship
   - [ ] Other - Public Agency

3. Financial Risk (If Yes to any part, please explain below.)
   - [ ] Yes   [ ] No   Has Applicant ever filed for bankruptcy?
   - [ ] Yes   [ ] No   Does Applicant anticipate ceasing or materially reducing active business operations?
   - [ ] Yes   [ ] No   Has Applicant opted out (or do they anticipate opting out) of Workers' Compensation?

   Explanation:

4. Binder payment submitted: Amount $ (if applicable)

D. REPLACEMENT COVERAGE

- [ ] Yes   [ ] No   Will all or part of this coverage replace any similar coverage? If Yes, provide details of the prior plan below and enclose a copy of each inforce contract to be replaced.

   Coverage Type   Prior Carrier Name   Prior Plan Effective Date   Termination Date
   Life and AD&D    The Hartford   6/30/2010
   Short & Long Term Disability    The Hartford   6/30/2010

GL2-APP.09/02 CA

13-17
E. FRAUD WARNING

NOTICE: California law prohibits an HIV test from being required or used by health insurance companies as a condition of obtaining health insurance coverage.

NOTICE: A person may be committing insurance fraud if he or she submits an application containing a false or deceptive statement with the intent to defraud (or knowing that he or she is helping to defraud) an insurance company.

F. AGREEMENT. The Applicant hereby applies for group insurance. The information in this Application is true and correct to the best of the Applicant's knowledge and belief. It forms the basis for this request for group insurance. Omission or misstatement of known information on this Application could affect the validity of any insurance issued and cause the denial of an otherwise valid claim. The Applicant understands that the requested group insurance will:

(a) be issued only if the requested insurance is acceptable to the Company and is legally permissible;
(b) be issued under a group Policy or Policies in the language customarily used by the Company;
(c) be subject to the Company's usual underwriting requirements (including Evidence of Insurability, if applicable);
(d) be subject to all exclusions and limitations of the Policy; and
(e) take effect on the date determined by the Company.

The Applicant understands that no agent or broker has the authority to guarantee the acceptability of the requested insurance. The effective date of insurance for which an employee is required to submit satisfactory Evidence of Insurability will be determined in accord with the Policy's terms, and will be subject to the Active Work requirement. The Applicant agrees not to:

(a) collect or pay premiums (other than the Binder Premium, if any) for such insurance, before receiving the Company's notice of approval; or
(b) distribute material describing Policy coverage to persons to be insured, without the Company's prior written consent.

If dental insurance is requested, the Applicant agrees to provide employees and dependents notice of any applicable continuation rights, required by federal COBRA law or any similar state continuation law. Premium rate quotes were based on data submitted to the Company. Final premium rates will be determined by the actual composition of the group. This application and the Binder payment, if any, constitutes the consideration for any Policy issued. After receipt of the Policy, payment of the premium is deemed acceptance of the Policy's terms. If this Application is approved, it will be made a part of any Policy issued.

Writing Agent
Or Broker's Signature

Typed or Printed Name

License Number State

Signed by Applicant's Authorized Representative:

Signature

Typed or Printed Name George Dondero

Title Executive Director

State Signed CA Date

Must be signed prior to Effective Date

GL2-APP.09/02 CA

13-18
PARTICIPATION AGREEMENT
The Lincoln National Life Insurance Company (herein called the Company)
Complete only if applying for coverage under The Lincoln National Life Insurance Company Voluntary Insurance Trust.

Note: Do not complete in AL, MN or MS.

Application is hereby made to become a Participating Employer under The Lincoln National Life Insurance Company's Voluntary Insurance Trust, based on the following statements plus the attached application for group insurance coverage. The Group Employer named below (herein called the Employer) understands that if Voluntary Group Term Life and AD&D or Disability Income insurance is requested and approved, such Employer will become a Participating Employer under The Lincoln National Life Insurance Company Voluntary Insurance Trust, situated in Kansas City, Missouri. The Employer agrees to the terms of the Trust Agreement, each group policy issued to the Trust under which the Employer's employees become insured, and any amendments to them. The Employer understands that group certificates will be supplied and agrees to distribute them to each employee enrolled in the program. After receipt of the group certificates, payment of premium is deemed acceptance of the policy's terms.

The Employer agrees to be responsible for all premiums payable with respect to any of my employees who will be insured under the policy. The Employer agrees to honor and administer on a timely basis the written payroll deduction request of each participant, in the amount required to pay the necessary premium to keep coverage in-force. Payroll deductions will be remitted to the Company on a timely basis, in accord with the billing schedule agreed upon. The Employer agrees to promptly furnish the Company any information reasonably required to administer the coverage and claims under it.

The Employer understands that participation in the program may be terminated at any time by giving prior written notice to the Company. The effective date of termination will be the date the notice is received by the Company's Group Insurance Service Office, or on any later date stated in the notice. The Employer understands that the Company may terminate the Employer's participation based on the following circumstances:
   a) at the end of the grace period during which the required premium has not been paid;
   b) on any premium due date on which participation in the program falls below a minimum level of 10 employees;
   c) on any premium due date when the Employer has failed to perform any duties related to the policy in good faith;
   d) on any premium due date after the premium rate has been in effect for at least 12 months (or any longer Rate Guarantee period agreed upon by the Company).

The Employer understands that the Company may change any premium rate:
   a) when there is a change in the terms of the policy, or in the factors bearing on the risk assumed;
   b) when the policy liability is changed as a result of a change in federal, state or local law;
   c) when a division, subsidiary or affiliate is added, removed, or relocated;
   d) when the number of insured employees has changed by 25% or more since the Rate Guarantee period began;
   e) on any premium due date after the expiration of the Rate Guarantee period agreed upon by the Company.

SIGNATURE
I have read and understand the agreement above and will comply with the agreement as stated. I have reviewed, understand and agree to the proposal, rate structure, and enrollment strategy presented to me by the Company representative. I understand that no agent, broker or field representative has any right to bind the requested coverage, alter the terms of the policies or enrollment materials, adjust any claim for benefits, or waive any of the Company's rights or requirements.

Group Employer Name & ID  Santa Cruz County Regional Transportation Commission

George Dondero
Printed Name of Authorized Company Officer

Signature of Authorized Company Officer

Executive Director

Title

Date

VPA2007

13-19
Long-Term Disability Insurance

SUMMARY OF BENEFITS

Sponsored by: Santa Cruz Regional Transportation Commission
Effective date: July 01, 2010
All Active Full-time Directors & Officers

Long-term disability is intended to protect your income for a long duration after you have depleted short-term disability or any sick leave your company may offer.

Eligibility
All full-time active employees working 20 or more hours per week in an eligible class are eligible for coverage on the policy effective date.

Maximum Monthly Benefit
60% of salary up to $8,100 per month

Maximum Benefit Duration
Later of Age 65 or Social Security Normal Retirement Age

Elimination Period
90 days
The number of days you must be disabled prior to collecting disability benefits.

Accumulation of Elimination Days
You can satisfy the days of your elimination period with either total (off work entirely) or partial (working some hours at your current job) disability. If you are working on a partial basis, you will have 2x the elimination period days to satisfy the total of 90 days.

Pre-Existing Condition
No treatment for 3 months prior to the coverage effective date unless it begins after you have performed your regular occupation on a full-time basis for 12 months following the coverage effective date.

Enrollment
You are able to take advantage of this coverage now without a health examination. You may not be offered this opportunity again, or may be responsible for the cost of required examinations.

Waiver of Premium
You will not be required to pay premium during any time of approved total or partial disability.

Survivor Income Benefit
A survivor benefit may be paid to your beneficiary if you should die while receiving qualifying disability payments.

EmployeeConnectSM
Access to an employee assistance program for the employee or an immediate household family member who may be experiencing personal or workplace issues.

Benefit Limitations
Mental Illness: 24 Months
Substance Abuse: 24 Months
Specified Illness: No Limit

Conversion
If you terminate your employment, you may be able to convert this policy.

Progressive Income Benefit
If you are disabled and have a loss of two or more Activities of Daily Living, you will receive an additional benefit of 10% to a maximum of $5000.

13-20

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2010/05/18
Understanding Your Benefits

Total Disability You are considered totally disabled if, due to an injury or illness, you are unable to perform each of the main duties of your own occupation. Your "own" occupation is covered for a specific period of time. Following this, the definition of total disability becomes the inability to perform any occupation for which you are reasonably suited based on your experience, education, or training.

Partial Disability You are considered partially disabled if you are unable, due to an injury or illness, to perform the main duties of your regular occupation on a full-time basis. Partial Disability benefits may be payable if you are earning at least 20% of the income you earned prior to becoming disabled, but not more than 98%. Partial disability benefits allow you to work and earn income from your employer as well as continue to receive benefits, which may enable you to receive 100% of your income during your time of disability.

Continuation of Disability If you return to work full-time but become disabled from the same disability within six months of returning to work, you will begin receiving benefits again immediately.

Benefit Duration Reduction Your benefit duration may be reduced if you become disabled after age 65.

Pre-Existing Condition Any sickness or injury for which you have received medical treatment, consultation, care, or services (including diagnostic measures or the taking of prescribed medications) during the specified months prior to the coverage effective date. A disability arising from any such sickness or injury will be covered only if it begins after you have performed your regular occupation on a full-time basis for the specified months following the coverage effective date, unless no treatment was received for the specified consecutive months after the coverage effective date.

Benefit Exclusions You will not receive benefits in the following circumstances:

- Your disability is the result of a self-inflicted injury.
- You are not under the regular care of a doctor when requesting disability benefits.
- You were involved in a felony commission, act or war, or participation in a riot.

Benefit Reductions Your benefits may be reduced if you are receiving benefits from any of the following sources:

- Any compulsory benefit act or law (such as state disability plans);
- Any governmental retirement system earned as a result of working for the current policyholder;
- Any disability or retirement benefit received under a retirement plan;
- Any Social Security, or similar plan or act, benefits;
- Earnings the insured earns or receives from any form of employment.
- Workers compensation;
- Salary continuance or employer contributions to an employer sponsored retirement plan.

Benefit Termination This coverage will terminate when you terminate employment with this policyholder, or at your retirement.

For assistance or additional information
Contact Lincoln Financial Group at (800) 423-2765 or log on to www.LincolnFinancial.com

NOTE: This is not intended as a complete description of the insurance coverage offered. Controlling provisions are provided in the policy, and this summary does not modify those provisions or the insurance in any way. This is not a binding contract. A certificate of coverage will be made available to you that describes the benefits in greater details. Should there be a difference between this summary and the contract, the contract will govern.

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Group Short-Term Disability Insurance

SUMMARY OF BENEFITS

<table>
<thead>
<tr>
<th>Sponsored by:</th>
<th>Santa Cruz Regional Transportation Commission</th>
</tr>
</thead>
<tbody>
<tr>
<td>Effective date:</td>
<td>July 01, 2010</td>
</tr>
<tr>
<td>All Active Full-time Employees</td>
<td></td>
</tr>
</tbody>
</table>

Short-term disability is intended to protect your income for a short duration in case you become ill or injured.

<table>
<thead>
<tr>
<th>Eligibility</th>
<th>All full-time active employees working 20 or more hours per week in an eligible class are eligible for coverage on the policy effective date.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maximum Weekly Benefit</td>
<td>60% of weekly salary up to $2500 per week</td>
</tr>
<tr>
<td>Maximum Benefit Duration</td>
<td>13 weeks</td>
</tr>
<tr>
<td>Elimination Period</td>
<td>Benefits begin on: 8 days for an accident 8 days for an illness</td>
</tr>
<tr>
<td>Benefit Reductions</td>
<td>Your benefits may be reduced if: • You are receiving benefits from any compulsory benefit, act, or law, such as a state disability plan. • You are receiving sick leave pay from your employer.</td>
</tr>
<tr>
<td>Pre-Existing Condition</td>
<td>None</td>
</tr>
<tr>
<td>Enrollment</td>
<td>You are able to take advantage of this coverage now without a health examination. You may not be offered this opportunity again.</td>
</tr>
</tbody>
</table>

13-22
Understanding Your Benefits

Total Disability  You are considered totally disabled if, due to an injury or illness, you are unable to perform each of the main duties of your regular occupation.

Partial Disability  You are considered partially disabled if you are unable, due to an injury or illness, to perform the main duties of your regular occupation on a full-time basis. Partial Disability benefits may be payable if you are earning at least 20% of the income you earned prior to becoming disabled, but not more than 99%. Partial disability benefits allow you to work and earn income from your employer as well as continue to receive benefits, which may enable you to receive 100% of your income during your time of disability.

Continuation of Disability  If you return to work full-time but become disabled from the same disability within two weeks of returning to work, you will begin receiving benefits again immediately.

Pre-Existing Condition  Any sickness or injury for which you have received medical treatment, consultation, care, or services (including diagnostic measures or the taking of prescribed medications) during the specified months prior to the coverage effective date. A disability arising from any such sickness or injury will be covered only if it begins after you have performed your regular occupation on a full-time basis for the specified months following the coverage effective date.

Benefit Exclusions  You will not receive benefits in the following circumstances:

- Your disability is the result of a self-inflicted injury.
- You are not under the regular care of a doctor when requesting disability benefits.
- Your disability is covered under a worker’s compensation plan and/or is due to a job-related sickness or injury.
- You are receiving payment under a salary continuance or retirement plan sponsored by the group policyholder.

Benefit Reductions  Your benefits may be reduced if you are receiving benefits from any of the following sources:

- Any governmental retirement system earned as a result of working for the current policyholder;
- Any disability or retirement benefit received under a retirement plan;
- Any Social Security, or similar plan or act, benefits;
- Earnings the insured earns or receives from any form of employment.

Benefit Termination  This coverage will terminate when you terminate employment with this policyholder, or at your retirement.

For assistance or additional information
Contact Lincoln Financial Group at (800) 423-2765 or log on to www.LincolnFinancial.com

NOTE. This is not intended as a complete description of the insurance coverage offered. Controlling provisions are provided in the policy, and this summary does not modify those provisions or the insurance in any way. This is not a binding contract. A certificate of coverage will be made available to you that describes the benefits in greater details. Should there be a difference between this summary and the contract, the contract will govern.

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Group Life Insurance

SUMMARY OF BENEFITS

Sponsored by: Santa Cruz Regional Transportation Commission
Effective date: July 01, 2010

All Other Active Full-time Employees

Life Benefit
Amount $25,000
Guarantee Issue Insurance amounts in excess of $50,000, including any increases, will require the submission and the approval of satisfactory evidence of insurability.

AD&D Benefit
Amount $25,000
Guarantee Issue Insurance amounts in excess of $50,000, including any increases, will require the submission and the approval of satisfactory evidence of insurability.

Benefit Reduction
Employee
Benefits will reduce:
35% at age 65
An additional 25% of the original amount at age 70
An additional 15% of the original amount at age 75
Benefits will terminate upon retirement.

Additional Benefits
Employee
See Definitions page for:
Accelerated Death Benefit
Conversion
Seat Belt, Airbag, and Common Carrier

Eligibility
Employee
All full-time active employees working 20 or more hours per week in an eligible class are eligible for coverage on the policy effective date. A delayed effective date will apply if the employee is not actively at work.
Definitions

**Accelerated Death Benefit**
When diagnosed as terminally ill (having 12 months or less to live), you may withdraw up to 75% of your life insurance coverage to a maximum of $250,000. The death benefit will be reduced by the amount withdrawn. To qualify, you satisfied the Active Work rule and have been covered under this policy for at least 12 months. Check with your tax advisor or attorney before exercising this option.

**AD&D**
Accidental Death and Dismemberment (AD&D) insurance provides specified benefits for a covered accidental bodily injury that directly causes dismemberment (e.g., the loss of a hand, foot, or eye). In the event that death occurs from a covered accident, both the life and the AD&D benefit would be payable.

**Conversion**
If you terminate your employment or become ineligible for this coverage, you have the option to convert all or part of the amount of coverage in force to an individual life policy on the date of termination without Evidence of Insurability. Conversion election must be made within 31 days of your date of termination.

**Guarantee Issue**
For timely entrants enrolled within 31 days of becoming eligible, the Guarantee Issue amount is available without any Evidence of Insurability requirement. Evidence of Insurability will be required for any amounts above this, for late enrollees or increase in insurance, and it will be provided at your own expense.

**Seat Belt, Airbag, Common Carrier**
If you die as a result of a covered auto accident while wearing a seat belt or in a vehicle equipped with an airbag, benefits are payable up to $10,000 or 10% of the principal sum, whichever is less. If loss occurs for you due to an accident while riding as a passenger in a common carrier, benefits will be double the amount that would otherwise apply as outlined in the certificate.

**Term Life**
Coverage provided to the designated beneficiary upon the death of the insured. Coverage is provided for the time period that you are eligible and premium is paid. There is no cash value associated with this product.

**Additional Benefits**

**BeneficiaryConnect℠**
Support services for beneficiaries who have experienced a loss.

**TravelConnect℠**
Travel assistance services for employees and eligible dependents traveling more than 100 miles from home.

For assistance or additional information
Contact Lincoln Financial Group at (800) 423-2765 or log on to www.LincolnFinancial.com

NOTE: This is not intended as a complete description of the insurance coverage offered. Controlling provisions are provided in the policy and this summary does not modify those provisions or the insurance in any way. This is not a binding contract. A certificate of coverage will be made available to you that describes the benefits in greater detail. Should there be a difference between this summary and the contract, the contract will govern.

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13-25
RESOLUTION
APPROVING ADOPTION OF CALIFORNIA PUBLIC EMPLOYEES' DEFERRED COMPENSATION PLAN

WHEREAS, Santa Cruz County Regional Transportation Commission desires to establish a deferred compensation plan for the benefit of its employees: and,

WHEREAS, the Board of Administration (the “Board”) of the California Public Employees’ Retirement System (“CalPERS”) has established the California Public Employees’ Deferred Compensation Plan (the “CalPERS Plan”) which may be adopted by a governmental employer the employees of which are public employees: and,

WHEREAS, the Santa Cruz County Regional Transportation Commission believes that the CalPERS Plan and the investment options available there under will provide valuable benefits to its employees; and,

WHEREAS, the Board has appointed ING to perform administrative services under the CalPERS Plan and to act as the Board’s agent in all matters relating to the administration of the CalPERS Plan;

NOW, THEREFORE, BE IT RESOLVED that the Santa Cruz County Regional Transportation Commission adopts the CalPERS Plan for the benefit of its employees and authorizes and directs the Executive Director to execute the attached adoption agreement on behalf of Santa Cruz County Regional Transportation Commission, and to provide ING with such information and cooperation as may be needed on an ongoing basis in the administration of the CalPERS Plan. A copy of this resolution, the agreement, and any attachments thereto shall be on file in the office of Santa Cruz County Regional Transportation Commission.

Passed and adopted as a resolution of the Santa Cruz County Regional Transportation Commission, at a meeting held on June 3, 2010.

AYES:     COMMISSIONERS
NOES:     COMMISSIONERS
ABSTAIN: COMMISSIONERS
ABSENT:  COMMISSIONERS
EMPLOYER ADOPTION AGREEMENT

By executing this Agreement, the employer identified below (the "Employer") adopts the California Public Employees' Deferred Compensation Plan (the "Plan") for the benefit of its employees. The Employer further agrees and represents as follows:

1. The Employer is a political subdivision of the State of California eligible to adopt the Plan for the benefit of its employees.

2. The Employer has duly adopted a resolution (copy attached) or taken such other official action as required for its lawful adoption and implementation of this Plan and has authorized the undersigned to execute this agreement on behalf of the Employer.

3. The Employer has been furnished with and reviewed a copy of the Plan document which explains the rights and obligations of the Employer under the Plan, as well as the rights and options available to the Employer's employees under the Plan; the Employer agrees to follow the terms of the Plan document, which are incorporated herein by reference.

4. The Employer understands and agrees that all amounts deferred under the Plan are to be invested in the Public Employees' Deferred Compensation Fund (the "Fund"), an investment entity established to hold amounts deferred under the Plan, and that the Employer shall have no right to sell, redeem, or otherwise liquidate its investments in the Fund, except as provided under Article 9 of the Plan.

5. The Employer understands that, except for certain responsibilities delegated to the Employer under the Plan, the administration of the Plan and Fund is subject to the exclusive control of the Board of Administration of the Public Employees' Retirement System (the "Board"). The Employer further understands that the Board has appointed ING to perform administrative services under the Plan and to act as the Board's agent in all matters relating to administration of the Plan; the Employer agrees to deal directly with ING (or any successor agent duly appointed by the Board) on all matters relating to its participation in the Plan and to cooperate with ING in the dissemination of Plan information to the Employer's employees. For purposes of this Agreement, the term "administrative services" shall include, but not be limited to, establishing and maintaining accounts for Plan participants, providing regular accounting reports, and other general record keeping and administrative functions necessary for proper maintenance of the Plan.

6. The information set forth on the attached specifications data page is complete and accurate and may be relied upon by the Board and ING in the administration of the Plan on behalf of the Employer and its employees, unless and until the Employer has provided ING with a written modification of such specifications.

7. The Employer has been furnished with a copy of a manual that describes the procedures to be followed by the Employer in the administration of the Plan for its employees, and the Employer agrees to adhere to the procedures set forth in that manual, and in any revisions thereof, or procedural notices that are hereafter furnished to the Employer.

8. The Employer agrees to make the Plan available to its employees and otherwise to abide by this Agreement commencing on the effective date shown on the attached specifications page; this Agreement shall remain in full force and effect unless terminated by the Employer or the Board upon sixty (60) days notice.

(Name of Employer) ____________________________________________________________

By: __________________________________________________________________________

(Title) ________________________________________________________________________

Date: __________________________________________________________________________

Accepted by ING on behalf of the Board of Administration of the Public Employees' Retirement System

By: __________________________________________________________________________

Date: __________________________________________________________________________

Witness: ________________________________________________________________________

SAA-1007 13-29
TO: Santa Cruz County Regional Transportation Commission (RTC)

FROM: Yesenia Parra, Administrative Services Officer
George Dondero, Executive Director

RE: Establishing a Bank Account with Santa Cruz County Bank

RECOMMENDATIONS

Staff Recommends that the Santa Cruz County Regional Transportation Commission (RTC) adopt a resolution (Attachment 2) authorizing the Executive Director to establish a bank account with Santa Cruz County Bank on behalf of the RTC.

BACKGROUND

On January 11, 2010 the RTC received a letter (Attachment 1) from Mary Jo Walker, County of Santa Cruz, Auditor-Controller explaining that due to budget cuts, the staffing level at the Auditor-Controller’s office has been reduced making it difficult to provide the level of payroll services that the RTC requires.

The Auditor-Controller’s office has requested that the RTC find a vendor that can provide payroll services by the last payroll period in the second quarter in 2010, which would be June 11, 2010. The Auditor-Controller’s office has agreed to provide the W-2s for the first two quarters of 2010 in January 2011. The RTC will also need to establish an account with a different institution that will hold in deposit the payroll funds for the RTC.

DISCUSSION

As indicated in the letter from Mary Jo Walker, the RTC must establish an account with a banking institution in order to implement the new RTC payroll system.

Staff has met with representatives from six banking institutions, 3 of which are local institutions in Santa Cruz. The institutions are: Bank of the West, Chase, Rabobank, Santa Cruz County Bank, Lighthouse Bank and Bay Federal Credit Union. Based on the conversations with these institutions, staff determined that for the most part, all banking institutions function in the same manner. Some may offer different incentives to draw you in or keep you as a customer but in terms of their ability to service the RTC need, they are all capable. They all function under the same FDIC regulations and have the same FDIC fund guarantee.

In keeping with the Commission dedication to the local community, staff recommends that the RTC authorize the Executive Director to establish a bank account with Santa Cruz County Bank on behalf of the RTC.

Santa Cruz County Bank was founded by local business people and opened its doors in 2004. Santa Cruz County Bank reinvests in the local community and all of its shareholders are local
Santa Cruz County residents and business owners. Santa Cruz County Bank has offices throughout Santa Cruz County and every location is Green Business certified.

They have several government agencies as their clients and have experience with the services that are needed by the RTC. Having a branch office in close proximity to the RTC office will make it easy for staff to do any necessary in-person banking.

They are able to offer the RTC a business account with no monthly fees. They will also offer RTC employees free checking accounts, online banking, bill payment 24/7, debit card access and cashier’s checks.

The account will be used to wire transfer payroll taxes and deductions to the appropriate agencies. There will be limited check writing against the account. The Fiscal Officer will manage the account and the cash flow into and out of the account with the Administrative Services Officer serving as the back-up.

Staff will implement internal controls to guard funds and will reconcile the account on a monthly basis. The internal controls will include the requirement that the Executive Director or the Deputy Director, in his absences sign all checks and sign off on all RTC originated transactions to or from the account. Physical checks will be kept in a locked cabinet and will be accessed by the Fiscal Officer or the Administrative Services Officer in his absence. Staff will be working with sister agencies and consulting with the fiscal auditor to put procedures in place.

The procedures currently in place for vendors who invoice the RTC will remain the same and the checks will continue to be drawn from the County.

**SUMMARY**

The RTC has been notified that the County of Santa Cruz will no longer be able to provide payroll services for the RTC (Attachment 1) and that the RTC should find a vendor that can provide payroll services by the last payroll period of the second quarter in 2010 which is June 11, 2010. The RTC must establish a bank account that will hold in deposit the RTC payroll funds. **Staff recommends that the RTC adopt a resolution (Attachment 2) authorizing the Executive Director to establish a bank account with Santa Cruz County Bank and authorizing the following individuals to have signing authority on the bank account: Executive Director, Deputy Director, Fiscal Officer, and Administrative Services Officer.**

**Attachments:**

1. Letter from Mary Jo Walker, Auditor-Controller
2. Resolution
January 8, 2010

George Dondero, Executive Director  
Santa Cruz County Regional Transportation Commission  
1523 Pacific Avenue  
Santa Cruz, CA 95060

Subject: Discontinuance of Payroll Services to the Regional Transportation Commission

Dear Mr. Dondero,

Like all public agencies over the past few years, the County of Santa Cruz is struggling to continue providing quality public services to those in our community. The Auditor-Controller’s Office performs payroll and other accounting functions to many special districts in the County, including the Regional Transportation Commission (the Commission). Due to budget cuts, we have reduced our staffing to the point where we can no longer provide the same level of service. We must either reduce our level of service or reduce the number of agencies we provide services to.

As you and I discussed today, the Auditor-Controller’s Office has found it increasingly difficult to provide the level of service that the Commission requires for payroll processing, and we suggest that the Commission contract with another payroll or bookkeeping service which could provide exactly what the Commission requires. I realize that it will take the Commission some time to find a replacement for our services, so I propose that we complete the transition at the end of the second quarter of 2010, about five months from now.

The end of a payroll quarter allows for a very clean transition point. We can complete the Commission’s payroll tax returns for the second quarter of 2010, which will allow your new service to start at the beginning of the third quarter. The last pay period in the second quarter ends on June 11, and pay checks for that period will be issued on Friday, June 18. We will make all insurance and benefit payments related to that pay period, and will prepare the Commission’s quarterly payroll tax returns in July. We will also prepare the W-2s the following January which will include the earnings your employees received during just the first two quarters of 2010.

The first pay date in the third quarter is July 2, and the beginning of that pay period is June 12. Your new payroll provider should begin their services on June 12. I have attached a copy of the 2010 payroll calendar.
We are happy to continue processing the Commission’s other (non-payroll) accounts payable claims, at least for now. We can both reassess the viability of continuing this in a year or two.

The Commission will need to establish a separate independent bank account outside of the County treasury for payroll processing. The Auditor-Controller’s Office and the Treasurer-Tax Collector’s Office will work with the Commission to develop routine procedures to transfer cash out of the Treasury into your new payroll bank account as it is needed.

I am very sorry to kick off the new year with this information, but I wanted to give you as much notice as possible. We are happy to meet with your staff and your new payroll provider to facilitate this transition.

Feel free to give me a call at 454-2680 if you or your staff would like to discuss this further. Other staff members in the Auditor-Controller’s Office who will be working on this transition include:

<table>
<thead>
<tr>
<th>Name and Title</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mo Schillinger, Payroll Supervisor</td>
<td>454-2669</td>
<td>Mo <a href="mailto:Schillinger@co.santa-cruz.ca.us">Schillinger@co.santa-cruz.ca.us</a></td>
</tr>
<tr>
<td>Marianne Ellis, Property Tax Accounting Manager</td>
<td>454-2674</td>
<td>Marianne <a href="mailto:Ellis@co.santa-cruz.ca.us">Ellis@co.santa-cruz.ca.us</a></td>
</tr>
<tr>
<td>Pam Silbaugh, Accounting Manager</td>
<td>454-2679</td>
<td>Pam <a href="mailto:Silbaugh@co.santa-cruz.ca.us">Silbaugh@co.santa-cruz.ca.us</a></td>
</tr>
</tbody>
</table>

Regards,

Mary Jo Walker
Auditor-Controller

cc: Susan Mauriello, County Administrative Officer
    Fred Keeley, Treasurer-Tax Collector
    Auditor-Controller Staff
    Chair, Board of Supervisors
RESOLUTION NO.

Adopted by the Santa Cruz County Regional Transportation Commission
on the date of June 3, 2010
on the motion of Commissioner
duly seconded by Commissioner

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO OPEN A BANK ACCOUNT FOR USE
BY THE RTC

WHEREAS, on January 8, 2010 the RTC was notified by Mary Jo Walker, Santa Cruz
County Auditor-Controller that the County would no longer be able to provide payroll services to
RTC staff effective June 11, 2010; and

WHEREAS, among the steps required to run the RTC payroll through another payroll
service, the RTC must establish a bank account that will hold in deposit the payroll funds for
the RTC; and

WHEREAS, the Commission must adopt a resolution authorizing the Executive Director
to establish a bank account with Santa Cruz County Bank on behalf of the RTC; and

WHEREAS, along with stating its wishes to establish a bank account, the Commission's
Resolution must also name the individuals authorized to have signing authority on the bank
account; and

THEREFORE, BE IT RESOLVED THAT THE Santa Cruz COUNTY REGIONAL TRANSPORTATION
COMMISSION:

1. Authorizes the Executive Director, to establish a bank account with Santa Cruz
County Bank on behalf of the RTC; and

2. Authorizes the following positions to have signing authority on the bank account:
   Executive Director, Deputy Director, Fiscal Officer, and Administrative Services
   Officer.

AYES: COMMISSIONERS
NOES: COMMISSIONERS
ABSTAIN: COMMISSIONERS
ABSENT: COMMISSIONERS

Randy Johnson, Chair

14-5
ATTEST:

George Dondero, Executive Director

Distribution: RTC Fiscal
               Administrative Service Officer – Yesenia Parra
               Santa Cruz County Bank
TO: Santa Cruz County Regional Transportation Commission (RTC)
FROM: Luis Pavel Mendez, Deputy Director
RE: Sponsorship of AB2766 Grant Application for Electric Vehicle Charging Station

RECOMMENDATIONS

Staff recommends that the Santa Cruz County Regional Transportation Commission approve the attached resolution (Attachment 1) authorizing the Executive Director to apply for AB2766 grant funding from the Monterey Bay Unified Air Pollution Control District (Air District) on behalf of the International Brotherhood of Electrical Workers (IBEW) for an electric vehicle charging station.

BACKGROUND

The Monterey Bay Unified Air Pollution Control District (Air District) offers a regional grant program for projects that reduce motor vehicle emissions and implement the California Clean Air Act. This AB2766 grant program is funded through a $4.00 DMV surcharge on all vehicles registered within the Air District jurisdiction which includes Santa Cruz, Monterey and San Benito Counties. AB2766 grants have historically provided a critical source of funding for transportation projects and programs throughout Santa Cruz County. The Regional Transportation Commission regularly submits AB2766 grant applications for its own projects or sponsors applications for projects implemented by other entities.

DISCUSSION

The RTC is currently working on delivering projects that previously received AB2766 grant funds and RTC staff is not planning on submitting any applications for new projects at this time. However, the International Brotherhood of Electrical Workers (IBEW) Local 234 approached RTC staff regarding sponsorship of an AB2766 grant application for an electric vehicle charging station. IBEW needs a public agency sponsor in order to submit the application and applications are due on June 16, 2010.

IBEW is working with the Monterey Bay Electric Vehicle Alliance (MBEVA) to install a high-speed Level 3 electric vehicle charger in Santa Cruz County. The charger operates at 480 volts and will charge to 80% battery capacity in approximately twenty minutes. There is currently only one Level 3 charger installed in California (Vacaville), but several others are expected to be installed in 2010. As the implementing entity of the AB2766 grant, IBEW will provide and assume all duties necessary to complete and fulfill the requirements of the grant. As part of the grant application a sub-agreement would be signed between IBEW and SCCRTC indicating IBEW as the implementing agent. If the grant is approved, the SCCRTC will sign an agreement with MBUAPCD to initiate the grant. IBEW will apply for $50,000 in grant funding for the installation of a Level 3 charger in Santa Cruz County. $30,000 will be provided in matching
funds for a total installation cost of $80,000. RTC will not be responsible for any of the matching funds.

The Level 3 charger would be a first for Santa Cruz County and would help promote adoption of Electric Vehicles and reduce local air pollution. The charger will extend the Greater Bay Area Electric Vehicle Corridor, and bring EV drivers to Santa Cruz County. The Level 3 charger will lessen “range anxiety” of Electric Vehicle drivers and will be widely promoted and publicized throughout the state and region.

Considering the potential air quality and transportation benefits of a Level 3 charger in Santa Cruz County, staff recommends that the RTC approve the attached resolution (Attachment 1) authorizing the Executive Director to submit a grant application to the Air District on behalf of the International Brotherhood of Electrical Workers (IBEW) for installation of a Level 3 electric vehicle charging station.

SUMMARY

Staff recommends that the RTC approve submitting a grant application to the Monterey Bay Unified Air Pollution Control District’s AB2766 program as the public agency sponsor for a grant request from the International Brotherhood of Electrical Workers to install a Level 3 electric vehicle charging station.

Attachment
   1: Resolution approving sponsorship of an AB2766 grant application for IBEW

\RTC\TC2010\TC0610\AB2766\AB2766grant0610.doc
RESOLUTION NO.

Adopted by the Santa Cruz County Regional Transportation Commission
on the date of June 3, 2010
on the motion of Commissioner
duly seconded by Commissioner

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO APPLY FOR AB 2766 GRANT FUNDING ON BEHALF OF THE INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS (IBEW) FOR INSTALLATION OF AN ELECTRIC VEHICLE CHARGING STATION

BE IT RESOLVED BY THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION:

1. The Regional Transportation Commission hereby authorizes the Executive Director to submit a grant application as the public agency sponsor for the International Brotherhood of Electrical Workers (IBEW) to the Monterey Bay Unified Air Pollution Control District's AB 2766 Program for installation of an electric vehicle charging station.

AYES: COMMISSIONERS
NOES: COMMISSIONERS
ABSTAIN: COMMISSIONERS
ABSENT: COMMISSIONERS

ATTEST:

-------------------------------
Randy Johnson, Chair

-----------------------------
George Dondero, Secretary

Distribution:

David Fairchild, Monterey Bay Unified Air Pollution Control District
Andy Hartmann, International Brotherhood of Electrical Workers Local 234

\RTSERV2\Shared\RESOLUTION\2010\RES0610\ab2766-res.doc
RECOMMENDATIONS

Staff recommends that the Regional Transportation Commission (RTC) approve the attached resolution (Attachment 1) authorizing the Executive Director to amend the contract for technical support services with User Friendly Computing to include an additional $15,000 to cover services for FY10-11, and to extend the contract term to June 30, 2011 for a total not to exceed $30,000.

BACKGROUND

In April 2009, the RTC circulated a Request for Proposals to hire a technical consulting firm to provide maintenance services for the network and ongoing help desk, support. User Friendly Computing was selected from among the firms that submitted qualified proposals for this project. On July 1, 2009 the RTC entered into a one-year contract ending on June 30, 2010 with User Friendly Computing. User Friendly has worked on several important projects including the installation of a new server, installation of the process for network usage via IP phones and has successfully re-worked the RTC’s VPN system, which has provided staff the ability to log into the network while they are away from the office. User Friendly has proven, over the last 12 months that they have the skills outlined in their proposal to continue to provide the technical services needed by the RTC.

DISCUSSION

RTC staff is very satisfied with the technical support that User Friendly Computing has provided to the RTC over the past 12 months. In addition, User Friendly Computing has provided the necessary technical support services at a lower cost at ($15,000 annually) compared to the previous consultant at ($20,000 annually).

User Friendly Computing has taken a proactive stance to protect the RTC’s network investment in light of the exponential proliferation of hackers, viruses and spam that continues to hit the computing world. They have done an outstanding job in handling emergencies, repairs, maintenance and installations for the RTC with minimal or no disruption to the RTC activities and staff productivity. User Friendly Computing’s rates are comparable to other local vendors. Overall staff is very satisfied with their service; therefore, **Staff recommends that the Commission continue its contract with User Friendly Computing for ongoing technical computer support.** There are adequate funds in the RTC’s FY 10-11 budget for this expense.
SUMMARY

User Friendly Computing has served as the RTC's Technical Services Consultant for the past 12 months. Staff is very satisfied with the technical support they have provided therefore; staff recommends that the Commission continue its contract with User Friendly Computing for ongoing technical computer support. The attached resolution (attachment 1) implements this continuation. There are adequate funds in the Commission's FY 10-11 budget for this expense.

Attachments:
   1. Resolution
RESOLUTION NO.

Adopted by the Santa Cruz County Regional Transportation Commission on the date of June 3, 2010 on the motion of Commissioner duly seconded by Commissioner

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO AMEND THE CONTRACT WITH USER FRIENDLY COMPUTING FOR NETWORK, COMPUTER AND HELP DESK SUPPORT TO INCREASE THE CONTRACT VALUE BY $15,000 AND TO EXTEND THE DURATION OF THE CONTRACT TO JUNE 30, 2011

WHEREAS the Santa Cruz County Regional Transportation Commission (SCCRTC) entered into a contract in July 2009 with User Friendly Computing to provide network, computer and help desk support; and

WHEREAS, the Regional Transportation Commission relies on outside technical and computer support services to maintain and manage its computer system; and,

WHEREAS the current contract amount was for a total of $15,000 for FY09-10 and expires on June 30, 2010; and,

WHEREAS, the Santa Cruz County Regional Transportation Commission budgeted funds for ongoing technical and computer support services during FY10-11 adequate to cover the consultant services cost;

BE IT RESOLVED BY THE Santa Cruz COUNTY REGIONAL TRANSPORTATION COMMISSION:

1. The Executive Director is authorized to execute a Contract Amendment with User Friendly Computing to increase the current contract value by $15,000 for a total amount not to exceed $30,000;

2. The Executive Director is authorized to extend the current contract to end on June 30, 2011; and

3. The Executive Director is authorized to extend the term of the contract, negotiate, and execute amendments to the agreement provided that the amendments are within the intended scope and within the adopted RTC budget.

AYES: COMMISSIONERS

NOES: COMMISSIONERS

ABSENT: COMMISSIONERS
ABSTAIN: COMMISSIONERS

__________________________________
Randy Johnson, Chair

ATTEST:

_____________________________
George Dondero, Secretary

Distribution: RTC Fiscal
Administrative Services Officer
User Friendly Computing

\10.10.11\shared\RESOLUTI\2010\RES0610\User Friendly.doc
### Santa Cruz County Regional Transportation Commission

**THREE MONTH MEETING SCHEDULE**

**JUNE 2010 through AUGUST 2010**

(Revised 5/17/10)

All meetings are subject to cancellation when there are no action items to be considered by the board or committee.

<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Meeting Day</th>
<th>Meeting Type</th>
<th>Meeting Time</th>
<th>Meeting Place</th>
</tr>
</thead>
<tbody>
<tr>
<td>06/03/10</td>
<td>Thursday</td>
<td>Regional Transportation Commission</td>
<td>9:00 am</td>
<td>Watsonville City Council Chambers</td>
</tr>
<tr>
<td>06/08/10</td>
<td>Tuesday</td>
<td>Elderly &amp; Disabled Transportation Advisory Committee</td>
<td>1:30 pm</td>
<td>Commission Offices</td>
</tr>
<tr>
<td>06/10/10</td>
<td>Thursday</td>
<td><strong>Budget and Administration/Personnel Committee CANCELLED</strong></td>
<td>3:30 pm</td>
<td>Commission Offices</td>
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<tr>
<td>06/14/10</td>
<td>Monday</td>
<td>Bicycle Committee - Note Special Time</td>
<td>6:30 pm</td>
<td>Commission Offices</td>
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<tr>
<td>06/17/10</td>
<td>Thursday</td>
<td>Transportation Policy Workshop</td>
<td>9:00 am</td>
<td>Commission Offices</td>
</tr>
<tr>
<td>06/17/10</td>
<td>Thursday</td>
<td>Interagency Technical Advisory Committee - Note Special Time</td>
<td>1:00 pm</td>
<td>Commission Offices</td>
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<tr>
<td>08/05/10</td>
<td>Thursday</td>
<td>Regional Transportation Commission</td>
<td>9:00 am</td>
<td>Scotts Valley City Council Chambers</td>
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<tr>
<td>08/09/10</td>
<td>Monday</td>
<td>Bicycle Committee - Note Special Time</td>
<td>6:30 pm</td>
<td>Commission Offices</td>
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<tr>
<td>08/10/10</td>
<td>Tuesday</td>
<td>Elderly &amp; Disabled Transportation Advisory Committee</td>
<td>1:30 pm</td>
<td>Commission Offices</td>
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<tr>
<td>08/12/10</td>
<td>Thursday</td>
<td>Budget and Administration/Personnel Committee</td>
<td>3:30 pm</td>
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<tr>
<td>08/19/10</td>
<td>Thursday</td>
<td>Transportation Policy Workshop</td>
<td>9:00 am</td>
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<tr>
<td>08/19/10</td>
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<td>Interagency Technical Advisory Committee - Note Special Time</td>
<td>1:00 pm</td>
<td>Commission Offices</td>
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**Commission Offices** - 1523 Pacific Ave - Santa Cruz CA 95060

**Board of Supervisors Chambers/CAO Conference Room/RDA Conf Room** - 701 Ocean St - Santa Cruz CA 95060

**Watsonville City Council Chambers** - 275 Main St - Watsonville CA 95076

**Scotts Valley City Council Chambers** - 1 Civic Center Dr - Scotts Valley CA 95066

S:\RTC\TC2010\TC0610\03month meeting schedule.xls\sheet1
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<thead>
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<th>Format</th>
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<th>Response</th>
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<th>Last</th>
<th>Organization</th>
<th>First</th>
<th>Last</th>
<th>Organization</th>
<th>Subject</th>
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<tbody>
<tr>
<td>04/07/10</td>
<td>Email</td>
<td>I</td>
<td>TS</td>
<td>D'Andre Berry</td>
<td>SCCRTC</td>
<td>04/13/10</td>
<td>True Cost of Driving Online Calculator</td>
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<td>04/15/10</td>
<td>Email</td>
<td>I</td>
<td>SCCRTC</td>
<td>Barry Siegel</td>
<td>SCCRTC</td>
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<td>Rail Trail</td>
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<td>04/19/10</td>
<td>Letter</td>
<td>I</td>
<td>James Earp</td>
<td>California Transportation Commission</td>
<td>Hilary Bryant</td>
<td>Karon Properties</td>
<td>Support for SCCRTC's Application and Allocation Request for Proposition 116 and STIP Funds for Acquisition and Improvement of the Santa Cruz Branch Rail Line</td>
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<tr>
<td>04/21/10</td>
<td>Email</td>
<td>I</td>
<td>GP</td>
<td>Marilyn O'Rourke</td>
<td>SCCRTC</td>
<td>04/21/10</td>
<td>Questions Regarding the Proposed Purchase of the Santa Cruz Branch Rail Line</td>
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<tr>
<td>04/21/10</td>
<td>Letter</td>
<td>I</td>
<td>George Dondero</td>
<td>SCCRTC</td>
<td>Ray Zhang</td>
<td>Department of Transportation</td>
<td>Optional Regional Surface Transportation Program (RSTP) Federal Exchange Program for FY 2009/2010</td>
<td></td>
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<tr>
<td>04/23/10</td>
<td>Letter</td>
<td>I</td>
<td>SCCRTC</td>
<td>Sam Storey</td>
<td>City of Capitola</td>
<td></td>
<td>Support for SCCRTC's Effort to Acquire the 32 Mile Lon Coastal Rail Corridor</td>
<td></td>
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<tr>
<td>04/23/10</td>
<td>Email</td>
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### June 3, 2010

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April 29, 2010

Grant Review Committee
Urban Greening for Sustainable Communities Grant Program
c/o Mr. Bob Geyer, Assistant Public Works Director City of Watsonville
320 Harvest Dr.
Watsonville, CA 95076

RE: Support for the City of Watsonville Urban Greening Planning Grant

Dear Grant Review Committee:

As Chair of the Santa Cruz County Regional Transportation Commission (RTC) Bicycle Committee, I’d like to offer you our support for the City of Watsonville’s Urban Greening Planning Grant application.

The RTC’s Bicycle Committee serves to assist in the development and maintenance of a complete, convenient and safe regional bicycle and pedestrian network. Such a network increases the opportunity and attractiveness of bicycle and pedestrian trips for transportation purposes. The City of Watsonville’s grant application complements the Bicycle Committee’s goals by aiming to identify opportunities for improving and expanding bicycle/ pedestrian trail facilities, closing gaps in the City’s trail network system, increasing safety, and improving community health through increased physical activity.

The Urban Greening Planning Grant funded Trail Master Plan would also complement the RTC’s efforts to develop a Master Plan for the Monterey Bay Sanctuary Scenic Trail Network. The Scenic Trail is envisioned to be a network of multi-use paths spanning the Monterey Bay coast line while connecting to the all urbanized areas, transit hubs, parks, coastal access points and other trails, as possible.

Please feel free to contact the Regional Transportation Commission's Bicycle Coordinator and staff to the Bicycle Committee, Cory Caletti at (831) 460-3201 or by email at ccaletti@sccrtc.org, for this and any other Bicycle Committee related matters.

Sincerely,

Daniel Kostelec
Chair, SCCRTC Bicycle Committee

cc: Santa Cruz County Regional Transportation Commission
Santa Cruz County Regional Transportation Commission’s Bicycle Committee
May 4, 2010

Santa Cruz Metropolitan Transit District
Board of Directors
110 Vernon Street
Santa Cruz, CA 95060

RE: Metro’s FY 2010-11 Transportation Development Act Claim and Service Cut Proposal

Dear Chair Pirie:

The Elderly & Disabled Transportation Advisory Committee (E&D TAC) advises the Santa Cruz County Regional Transportation Commission (RTC), the Santa Cruz Metropolitan Transit District (METRO), and other service providers on transportation needs for people with disabilities, seniors and persons with limited means.

At their April 13 meeting, the E&D TAC recommended that the RTC approve Metro’s TDA claim. In addition, the E&D TAC heard from Metro Staff the preliminary plan for service reductions. The E&D TAC expressed appreciation for the Metro’s efforts to avoid impacts to the service area and also to ParaCruz. The committee passed the following motion:

The E&D TAC endorses Metro’s effort to retain the countywide service area for the fixed route and ParaCruz as they move forward with service cuts due to losses in revenues.

Thank you for requesting input from the E/D TAC on this important issue.

Sincerely,

A. John Daugherty, Chair
Elderly and Disabled Transportation Advisory Committee

cc: Naomi Gunther, Chair, MAC
May 4, 2010

Santa Cruz Metropolitan Transit District
Board of Directors
110 Vemon St.
Santa Cruz, CA 95060

RE: METRO Request for Input on Senior/Disabled Discount Bus Pass Policy

Dear Chair Pirie:

The Elderly & Disabled Transportation Advisory Committee (E/D TAC) advises the Santa Cruz County Regional Transportation Commission (SCCRTC), the Santa Cruz Metropolitan Transit District (METRO), and other service providers on transportation needs for people with disabilities, seniors and persons with limited means.

At their April 13 meeting, the E/D TAC approved the following motion relative to the Santa Cruz Metropolitan Transit District’s request for input on changes to the Discounted Bus Pass policy for Seniors and People with Disabilities:

Approve Metro’s revised Discount Fare Program with amendments to explain Medicare eligibility more clearly, to clarify wording with regard to forms of identification, and to include Marriage and Family Therapists (MFT) to the list of approved licensed professional.

Thank you for requesting input from the E/D TAC on this important issue.

Sincerely,

A. John Daugherty, Chair
Elderly and Disabled Transportation Advisory Committee

cc: Peggy Gallagher, METRO
    Naomi Gunther, Chair, MAC
May 4, 2010

Mary Lou Goeke
Executive Director
United Way of Santa Cruz County
1220 41st Avenue, Suite C
Capitola, CA 95010

RE: Support of United Way’s 2-1-1

Dear Ms. Goeke:

The Santa Cruz County Regional Transportation Commission’s Elderly & Disabled Transportation Advisory Committee (E&D TAC) advises transportation service providers and planning agencies on issues related to the provision of specialized transportation for people with disabilities, seniors and persons with limited means. This includes endorsements of programs, projects and grant funding applications within their purview.

At their April 13, 2010 meeting, the E&D TAC took action to support the United Way of Santa Cruz County’s 2-1-1 phone service project that will connect people to essential community information and referral services, and assist with emergency and disaster response.

The E&D TAC sees the value in this personalized telephone access of social services and was reassured by the commitment that new funding sources will be found for this system that would not supplant funding for other social services in the community. Catherine Patterson Valdez, transportation director for Community Bridges’ Lift Line program was appointed to represent the E&D TAC on the 211 Steering Committee.

Sincerely,

John Daugherty, Chair
Elderly & Disabled Transportation Advisory Committee
May 5, 2010

Governor Arnold Schwarzenegger
State Capitol Building
Sacramento, CA 95814

RE: Retain Social Service Funding by Closing Corporate Loopholes

Dear Governor Schwarzenegger:

The Santa Cruz County Regional Transportation Commission’s Elderly & Disabled Transportation Advisory Committee (E&D TAC) advises transportation service providers and planning agencies on issues related to the provision of specialized transportation for people with disabilities, seniors and persons with limited means.

At their April 13, 2010 meeting, the E&D TAC considered specialized transportation service cuts and took the following action:

The Elderly & Disabled Transportation Advisory Committee requests that vital state funding is retained for transportation serving seniors and people with disabilities by rolling back corporate tax breaks.

Thank you for your consideration of this important issue that greatly affects the life, mobility and independence of our community.

Sincerely,

John Daugherty, Chair
Elderly & Disabled Transportation Advisory Committee

cc: Area Agency on Aging, Santa Cruz County
Central Coast Center for Independent Living
Commission on Disabilities, Santa Cruz County
Senior Network Services
Seniors Commission, Santa Cruz County

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18.2 - 1
From: DAndre Berry [mailto:DAndre@acerail.com]
Sent: Wednesday, April 07, 2010 4:17 PM
To: info@commutesolutions.org; info@sccrtc.org
Subject: True Cost of Driving Online Calculator

Good Afternoon,

I work for the Altamont Commuter Express, which provides commuter rail service from Stockton to San Jose. I came across your true cost of driving calculator and I think it is a great feature. I would like to find out more information about how this was created and so I can see about adding something similar to our website. Any information you had would really be appreciated.

Thanks,

D'Andre Berry
ACE/SJRRC
209-944-6227
209-849-5049 cell
www.acerail.com

From: Tegan Speiser [mailto:tspeiser@sccrtc.org]
Sent: Tuesday, April 13, 2010 6:00 PM
To: DAndre Berry
Subject: FW: True Cost of Driving Online Calculator

Greetings D'Andre:

Thank you so much for the positive feedback about our True Cost of Driving Calculator (TCOD). We are always pleased to know that people find the article and calculator to be useful. If you are interested in developing a similar tool for use in your area, we ask that you credit our agency. Something like: "Adapted from the True Cost of Driving calculator and article developed by the Santa Cruz County Regional Transportation Commission."

Here's a bit of background. The calculator and online article (initially a printed brochure) were researched and created by staff members of our agency a decade ago. Since the initial brochure, the content has undergone two major updates, the last one completed in late 2009. Each time, more mainstream sources are available to validate the data especially relative to indirect costs. A list of resources and basic assumptions used to create the most current version of the calculator can be found here.

About 5 or 6 years ago, we migrated from posting a pdf of our TCOD printed brochure on our website to the fully interactive calculator you see today. We contracted with a web designer to format the calculator for online functionality and create the Java script. Since then, we have updated the web pages and materials in-house. We update the calculator monthly to reflect fluctuations in local fuel prices. Gas prices are updated the first Tuesday of every month, from the AAA Fuel Gauge Report for the Santa Cruz-Watsonville, California area.

If I were to change anything about our calculator, it would probably be to add a comparison of driving with other modes like they do at this website: http://www.rideshareonline.com/Commuters/calculator.html. The tricky thing with this is that some of the indirect costs (taxes, accident remediation, environmental pollution clean-up) would remain the same regardless of mode and could not only be applied to drivers.

Anyway, I hope this has been helpful. Let me know if you plan to develop a similar tool for your agency.

Regards,

Tegan
From: DAndre Berry [mailto:DAndre@acerail.com]
Sent: Thursday, April 22, 2010 7:48 AM
To: Tegan Speiser
Subject: RE: True Cost of Driving Online Calculator

Tegan,
Thanks for your feedback. This is really helpful as we work on our online calculator project.
From: Jean Brocklebank [mailto:jeanbean@baymoon.com]
Sent: Friday, April 30, 2010 8:26 AM
To: info@sccrtc.org
Cc: John Leopold; bds030@co.santa-cruz.ca.us; mark.stone@co.santa-cruz.ca.us; rlj12@comcast.net; kirby@wharf2wharf.com; arivas@ci.watsonville.ca.us
Subject: Broadway-Brommer funding

Dear Commissioners ~

As I am unable to be at your May 6th meeting, I would like to share the following information with you in writing.

At the January 14, 2010 hearing (on RTIP funds) in City Council Chambers, I recall that some of you expressed concern about how maintenance of the infrastructure of the extensive $4 million Broadway-Brommer project (Hagemann bridge, raised ramp & retaining walls, steel span over Arana Creek and the paved bikeways) would be financed, given the economic conditions of the City's treasury. And I recall your concern that the County has a $90,000,000 backlog of maintenance and repair of existing roadways infrastructure.

In answer to your questions, Assistant Director of Public Works, Chris Schaefer, told you that the City's R-O-W property was to be sold to provide maintenance funding. This "sale of property" is found in the City's new 2011-2013 CIP budget ($391,443). However, this money from the sale of City property is supposed to be used to create an endowment for managing the "critical habitat" of the endangered Santa Cruz Tarplant. In point of fact, the City has stated publicly that proceeds from the sale of its R-O-W property would be the source of funding the Adaptive Management Working Group, management and recovery of the Tarplant. Interestingly, the CIP budget also shows $45,000 of the $391,443 being reallocated to the construction of the B-B project infrastructure.

The point is that interest from the almost $400,000 endowment cannot be used for both the maintenance of B-B once it is built and for tarplant management in perpetuity.

My purpose in writing today is to alert you to contradiction in statements regarding the City's ability to maintain infrastructure of the B-B project. You were told that sale of City property would be the source of funding. Yet, at the March 11th Coastal Commission hearing, Chris Schaefer told the State agency that the sale of City property would be used for tarplant management. The City's Parks & Recreation Dept. also states that it is the sale of City property which will create the funding for habitat management at Arana Gulch. In point of fact, tarplant management at Arana Gulch is not tied to the Broadway-Brommer project, a myth that also has a life of its own.

My feeling is that decisions are being made based on faulty information, one way or another. Broadway-Brommer has taken on a life of its own in the last 15 years and at every juncture questions about its justification have been met with dismissive and/or unsubstantiated responses. Add to that contradictory statements. Shouldn't the answers to your questions be substantiated to allow informed decision-making?

Thank you for considering these comments.

Sincerely,
Jean Brocklebank
1190 7th Ave. #5
S.C. CA 95062
May 3, 2010

Mr. George Dondero
Executive Director
Santa Cruz County Regional Transportation Commission
1523 Pacific Avenue
Santa Cruz, CA 95060

Subject: Response to misunderstanding of local funding for the Arana Gulch Master Plan and Multi-purpose Trail.

Dear Mr. Dondero,

In response to an email from a resident of the County of Santa Cruz, Jean Brocklebank to the SCCRTC, I would like to clarify the local funding for the Arana Gulch Master Plan implementation.

Local funding is intended to come from the sale of property adjacent to Arana Gulch that was originally purchased for the construction of the connecting road between Broadway and Brommer. The sale and development of this property, which is not in Arana Gulch, will prevent the former road project from being constructed. Sufficient right-of-way will remain for the trail connection between Broadway and the bridge spanning Hagemann Gulch. This property is valued at over $1.0 million. Of these funds, $420,000 is identified in the RTP as a local match for design and construction of the multi-purpose trail. Sufficient funds remain to restore and manage the tar plant habitat. The estimated cost of the tar plant adaptive management plan is less than $20,000 per year.

The management plan recognizes that maintenance activities may have an impact on the Arana Gulch environment, therefore the selected materials and methods of construction will reduce future maintenance needs and costs. The maintenance of the trail will be done within the City’s existing operating budget, which have a variety of funding sources.

I hope this clarifies Ms. Broklebank’s misunderstanding of the local funding. Please call Christophe Schneider, Assistant Director/City Engineer at 420-5422 should you have any questions.

Sincerely,

Mark R. Dettle
Director of Public Works

cc: Assistant Director, Public Works
From: Sherri Helvie [mailto:sherrihelvie@yahoo.com]
Sent: Thursday, May 13, 2010 9:43 PM
To: info@sccrtc.org
Cc: info-d5@dot.ca.gov
Subject: Homeless Encampment along Hwy 1

Dear SCCRTC Office:

I live on Ocean Street Extension, and over the last month I've made four phone calls to the Santa Cruz Police Department about the growing homeless encampment near the Highway 1 on-ramp near River Street, along the perimeter of the Santa Cruz Memorial Cemetery. Last weekend I observed four young people coming on and off of the trail that leads down to the encampment, and when I spoke with a police officer, he thought the particular movement and behavior I described indicated possible drug activity, and that my neighbors and I had cause for concern.

The officer also told me that the area is Cal Trans property. I would like to know more about what your local office has done in the past to prevent illegal activity on the property, and what you plan to do in the future. As the weather has warmed up, the amount of people in the encampment has increased, and I'm concerned that they are a perfect market for anyone who wants to walk down that trail and sell illegal substances to them. The top of that trail is about 100 feet from my front door, and my three-year-old son.

I would appreciate a response, and look forward to hearing your ideas.

Sincerely,

Sherri C. Helvie

*************************
Sherri Helvie, Ph.D.
Eighth-Grade Core
Gateway School
sherrihelvie@gatewaysc.org
831.423.0341 ext. 340

********
Susana --

Can you please help me figure out a couple of questions, relative to the email below:
  What does Caltrans do to discourage squatters on their property?
  Does Caltrans maintenance (or other) staff spend any time on this?
  What is the relationship between Caltrans, City of Santa Cruz police and Highway Patrol with regard to responsibility for this property?

Or, if you want to answer her directly, please copy us.

Thanks you!

- Karena Pushnik
  Senior Transportation Planner/Public Information Coordinator
  Santa Cruz County Regional Transportation Commission
  1523 Pacific Avenue, Santa Cruz, CA 95060

19-5
-----Original Message-----
From: Susana Z Cruz [mailto:susana_z_cruz@dot.ca.gov]
Sent: Thursday, May 20, 2010 11:37 AM, To: Karena Pushnik
Subject: Fw: Homeless Encampment along Hwy 1--Karena's questions

This is Tom's reply on the issue.

Susana Z. Cruz
Public Information Officer /Portavoz de Relaciones Públicas
(805) 549-3138,(805) 549-3326--Fax

----- Forwarded by Susana Z Cruz/D05/Caltrans/CAGov on 05/20/2010 11:36 AM
From: Tom Barnett/D05/Caltrans/CAGov, cc: Leon Juan/D05/Caltrans/CAGov@DOT
Subject: Homeless Encampment along Hwy 1

Susana, We do have signs on all entrances to the state highway indicating "No Pedestrians" and we have put up "No trespassing" signs in some locations to detour the homeless. Yes we spend a lot of time and energy cleaning up after they have left their camp sites. We have a policy in place that states "we shall post the site for 72 hours prior to cleaning up and store any valuables found for 90 days for pick up". We go into the sites with law enforcement and post the signs along with before and after photos. We have had meeting with the Santa Cruz Police Dept. and have been working together on this issue around Hwy 009/001 where most of the sites are located. We also us the CHP when we are outside of the city limits. I would say we get about 1 to 2 calls a week concerning this issue. Thanks

Tom

*****

From: Karena Pushnik
Sent: Thursday, May 20, 2010 1:17 PM
To: 'sherri.helvie@yahoo.com'
Cc: 'Susana Z Cruz'
Subject: FW: Homeless Encampment along Hwy 1

Sherri Helvie -

The Santa Cruz County Regional Transportation Commission is the region's transportation planning, policy and funding agency. As such, your request was forwarded to Caltrans who owns and operates the state highway system. Below is the response from Tom Barnett, the local Caltrans Maintenance Manager.

If you have follow up questions about the response, please contact Susana Cruz, the public information contact at Caltrans.

Thank you.

- Karena Pushnik
Senior Transportation Planner/Public Information Coordinator
Santa Cruz County Regional Transportation Commission
1523 Pacific Avenue, Santa Cruz, CA 95060
I also support light rail on the Monterey Peninsula per Mr. Duoros' letter published May 18, 2010.

Some years ago, TMC bought the line from Castroville to Monterey. Early this month, the Santa Cruz County RTC voted to purchase the active rail line from Watsonville to Davenport (Cemex plant). This line also connects in Santa Cruz to the Roaring Camp and Big Trees tourist railroad.

Why just talk and plan for what would hopefully be a quiet, non-polluting, light rail line from Monterey to just Marina or Castroville? Why not think larger: A line from Monterey to at least to Santa Cruz. A connection in Castroville or Watsonville to Amtrak and later to a CalTrain extension (to Salinas) could be realized. It would be a great way to move folks between our numerous educational sites (UCSC, CSUMB, DLI, NPS, etc.) and an efficient way to move visitors around ("Ride from the Aquarium to the Boardwalk!") including some of the best views on earth! It might even actually take traffic off Highway One!

If CalTrain isn't going to make it to Salinas in the future, an extension to at least the Amtrak station there (or farther down the Salinas Valley?) might be useful.

Mark D. Stotzer
Pacific Grove

=========
For the editor:
Refs:
http://www.tamcmonterey.org/programs/rail/index.html

Thank you for your comments. They will be forwarded to the Commission for their review.
Please visit the SCCRTC website at www.sccrtc.org for information on the Commission and its activities.

Thank you again.

Gini Pineda, Administrative Assistant III
Santa Cruz County Regional Transportation Commission
1523 Pacific Avenue, Santa Cruz CA 95060
831 460 3200
831 460 3215 (fax)
www.sccrtc.org
CONSTRUCTION PROJECTS REPORT

UPDATED INFORMATION

PRESENTED TO:

SANTA CRUZ COUNTY
REGIONAL TRANSPORTATION COMMISSION

Information submitted on May 24, 2010
For the meeting of June 3, 2010

HWY. 9 – RETAINING WALL

- NEAR SANTA CRUZ SOUTH OF RINCON CREEK BRIDGE (PM 1.8)

- Project: Construct Retaining Wall

- Traffic Controls: There is a full Closure of the Hwy. 24/7 approximately 2 miles north of the Hwy. 1 intersection from June 7, 2010 through September 2010. A detour is available.

- Resident Engineer: Bertha Roman
- Contractor: Gordon N. Ball Inc., Alamo
- Construction Cost: $500,000
- Start Date: May 24, 2010
- Estimated Completion: September 2010
- EA: 0P6504
HWY. 9 – SAN LORENZO METAL BEAM GUARDRAIL UPGRADE

- IN VARIOUS LOCATIONS FROM SOUTH OF SAN LORENZO RIVER BRIDGE TO SOUTH OF ROUTE 9/35 INTERSECTION (PM 23.8 – 24.7, 7.7, 7.8)
- Project: Install metal beam guardrail
- Traffic Controls: One-way traffic control Mondays through Fridays from 8 am to 5 pm.
- Resident Engineer: Patrick Dussell
- Contractor: John Madonna Construction, San Luis Obispo
- Construction Cost: $834,000
- Start Date: October 5, 2009
- Estimated Completion: Work finished Dec. 18, 2009 (In winter suspension to resume/complete in June 2010, weather permitting)
- EA: 0K2404

HWY. 1/17 – MERGE LANES LANDSCAPE

IN SANTA CRUZ ON ROUTE 1 FROM LA FONDA AVENUE OVERCROSSING TO ROUTE 1/17 SEPARATION AND ON ROUTE 17 FROM ROUTE 1/17 SEPARATION TO PASATIEMPO (PM 1, 17 15.4 – 17.1, 0.1 – 0.7)
- Project: Highway planting and irrigation
- Traffic Controls: Shoulder closures with minimal traffic impacts
- Resident Engineer: Bertha Roman
- Contractor: Watkin & Bortolussi Inc., San Rafael
- Construction Cost: $695,000
- Start Date: April 19, 2010
- Estimated Completion: End of October 2010
- EA: 129114
HWY. 17 – GUARDRAIL UPGRADES
NEAR SCOTTS VALLEY AT VARIOUS LOCATIONS FROM SANTA’S VILLAGE ROAD
TO THE SANTA CLARA COUNTY LINE (PM 6.0 – 12.6)

- Project: Upgrade guardrail, crush cushions, end treatments and
  retaining walls for guardrail
- Traffic Controls: Alternating lane closures northbound Sundays through
  Thursdays from 7 pm to 5 am and Fridays 9 pm to 5 am
  and southbound Sundays through Thursdays from 8 pm
to 2 pm and Fridays 8 pm to 12 pm.
- Resident Engineer: Patrick Dussell
- Contractor: K L M Construction Inc., Puyallup, WA
- Construction Cost: $5.5 Million
- Start Date: January 13, 2010
- Estimated Completion: Spring 2011
- EA: 0L70U4

HWY. 17 – VINEHILL WET WEATHER IMPROVEMENTS

- NEAR SCOTTS VALLEY FROM SOUTH OF WEST VINEHILL ROAD TO SOUTH OF
  VINEHILL ROAD (PM 7.0 – 7.3)

- Project: Construct soldier pile wall
- Traffic Controls: One lane closed in each direction Mondays through
  Fridays from 8 pm to 5 am. One lane will remain open in
  each direction at all times. Traffic delays should be less
  than 15 minutes.
- Resident Engineer: Patrick Dussell
- Contractor: H S R Inc., Santa Clara
- Construction Cost: $1.5 Million
- Start Date: June 20, 2009
- Estimated Completion: Summer 2010 (In winter suspension to resume June
  2010, weather permitting)
- EA: 0P8104
UPCOMING PROJECTS

HWY. 1 – TRANSPORTATION MANAGEMENT SYSTEM – FREEDOM BLVD. SOUTH

- NEAR WATSONVILLE AT VARIOUS LOCATIONS FROM SOUTH OF THE 1/129 SEPARATION TO LARKIN VALLEY ROAD UNDERCROSSING (PM 0.5 – R7.7)
  - Project: Construct Transportation Management System
  - Resident Engineer: Bertha Roman
  - Construction Cost: $304,000
  - Estimated Start Date: July 2010
  - Estimated Completion: September 2010
  - EA: 0N2504

HWY. 9 – MICRO-SURFACING

- AT FELTON AND BEN LOMOND FROM RUSSELL AVENUE TO NORTH OF GLEN ARBOR ROAD (PM 6.1 – 8.2)
  - Project: Thin overlay to existing roadway
  - Resident Engineer: Bertha Roman
  - Contractor: Valley Slurry Seal Co., West Sacramento
  - Construction Cost: $400,000
  - Estimated Start Date: July 2010
  - Estimated Completion: August 2010
  - EA: 0S1604

HWY. 129 – REHABILITATE EXISTING PAVEMENT

- IN WATSONVILLE FROM WALKER STREET TO SALSIPUEDES CREEK BRIDGE (PM L1.2 – 0.6)
  - Project: Cold plane existing pavement and repave with hot mix asphalt
  - Resident Engineer: Bertha Roman
  - Contractor: O Grady Paving Inc., Mountain View
  - Construction Cost: $228,000
  - Estimated Start Date: July 2010
  - Estimated Completion: September 2010
AGENDA: June 3, 2010

TO: Santa Cruz County Regional Transportation Commission
FROM: Karena Pushnik, Senior Transportation Planner
RE: Sidewalk Maintenance Report by the Pedestrian Safety Work Group

RECOMMENDATION

Staff, the Elderly & Disabled Transportation Advisory Committee and its subcommittee the Pedestrian Safety Work Group recommend that the Santa Cruz County Regional Transportation Commission accept the subcommittee's report titled Improving the Safety and Accessibility of Sidewalks in Santa Cruz County: A Study of Jurisdiction and Property Owner Responsibilities and Practices (enclosed separately for Commissioners and on RTC website).

BACKGROUND

The Regional Transportation Commission’s Elderly and Disabled Transportation Advisory Committee appointed a subcommittee to address accessible pedestrian issues. This group, called the Pedestrian Safety Work Group, has been meeting for the last year and a half. The group was successful in securing a Caltrans planning grant for $85,000 to analyze pedestrian issues from the perspective of seniors and people with disabilities, including prioritizing pedestrian improvements near activity centers frequented by seniors and people with disabilities and safe paths to transit. In addition, the Work Group, under the Regional Transportation Commission, has applied for federal New Freedom funds for construction of improved pedestrian facilities.

DISCUSSION

One of the first tasks of the Work Group was to identify priority origins and destinations for seniors and people with disabilities in Santa Cruz County and evaluate the pedestrian facilities leading to/from these facilities including the pathway to the nearest transit stop.

In looking at the pedestrian facilities, the Work Group realized that the responsibility for maintenance of existing sidewalks is the responsibility of adjacent property owners; however the vast majority of property owners are unaware of this requirement. The Work Group met with all five local jurisdictions in an effort to understand more about current practices, what is being done to inventory and make progress on sidewalk conditions, and efforts to promote private property owner involvement.

The Work Group developed a report – titled Improving the Safety and Accessibility of Sidewalks in Santa Cruz County: A Study of Jurisdiction and Property Owner Responsibilities and Practices - that includes objectives, key concepts, a survey of local jurisdiction practices, components of a model program, an overview of local jurisdiction practices and a conclusion/follow up section (enclosed separately for Commissioners and on RTC website: www.sccrtc.org). In addition, the Work Group researched other areas with favorable pedestrian maintenance program components and documented practices by these “benchmark” jurisdictions. Included in the appendices are profiles of each of the local jurisdiction’s current practices, benchmark jurisdictions current practices, standards used by the local jurisdictions to determine whether the hazards warrant repairs, and pertinent resources.
In the Conclusion and Follow Up section on pages 16 and 17, the document outlines suggestions for follow up activities including collaboration with local jurisdictions on program management activities, public education and outreach, and reporting sidewalk network status. In one year, the Work Group intends to conduct a follow up survey to assess changes in the status of the sidewalk network and maintenance programs.

The chair of the Work Group, Veronica Elsea, will present the findings of the report to the Regional Transportation Commission and other Work Group members will also be available.

**Staff and the Elderly & Disabled Transportation Advisory Committee, recommend that the RTC accept the report prepared by the Pedestrian Safety Work Group titled** Improving the Safety and Accessibility of Sidewalks in Santa Cruz County: A Study of Jurisdiction and Property Owner Responsibilities and Practices.

**SUMMARY**

The E&D TAC’s subcommittee, the Pedestrian Safety Work Group, prepared an analysis of sidewalk maintenance issues with the goal of encouraging private property owners to step up to their maintenance responsibilities and local jurisdictions to take an active role in the endeavor. This report will be presented to the RTC at the June meeting.

Pedestrian Maintenance Report and Appendices:
- Enclosed separately for Commissioners
- On RTC website
TO: Santa Cruz County Regional Transportation Commission
FROM: Karena Pushnik, Senior Transportation Planner
RE: FY 2010-11 Article 8 Transportation Development Act (TDA) Claim for the Volunteer Center

RECOMMENDATION
The Elderly & Disabled Transportation Advisory Committee and staff recommend that the Santa Cruz County Regional Transportation Commission approve by resolution (Attachment 1) the attached claim for $51,754 in FY 2010-11 Transportation Development Act (TDA) funds from the City of Santa Cruz on behalf of the Volunteer Center to provide transportation for seniors and people with disabilities. [This is a roll call vote by local jurisdiction representatives.]

BACKGROUND
TDA local transportation funds (LTF) are derived from 1/4 cent of the retail sales tax collected statewide, returned to each county according to the amount of tax collected in that county. Based on the Commission’s adopted budget -- approved at the March 2010 Regional Transportation Commission meeting -- Transportation Development Act (TDA) funds were apportioned to transportation agencies as well as local jurisdictions based on priorities and formulas in the RTC Rules and Regulations. As in years past, the Volunteer Center is a recipient of TDA funds.

The approved FY 2010-11 apportionment for the Volunteer Center is $58,181, however the depressed economy resulted in lower tax revenues in FY 2009-10 and an overpayment of $6,427. As a result of this overpayment, the Volunteer Center’s FY 2010-11 allocation will be $51,754.

DISCUSSION
The Volunteer Center operates many programs in the community, one of which is a transportation program that oversees over 75 volunteers who provide transportation (and companionship) to ambulatory individuals who may be physically unable to access traditional public transit or ParaCruz. The TDA allocation to the Volunteer Center will fund mileage reimbursement, insurance and administration of their transportation program.

In FY 2008-09, more than 9,630 volunteer hours by 76 volunteers were donated to provide about 5,520 rides to over 233 clients. Many of the people receiving rides from the Volunteer Center’s drivers are the most frail and elderly in our community and live in remote or rural areas not served by transit or paratransit. The highest priority for rides is given to medical trips for low income persons. Other priority trips are rides to medical appointments, shopping and other miscellaneous destinations. A goal of providing 4,600 rides to eligible clients has been set for FY 2010-11. John McGuire from the Volunteer Center will attend the RTC meeting.
The TDA claim form submitted by the Volunteer Center is consistent with the Commission’s adopted budget, the Commission’s Rules and Regulations, and state regulations. The funding amounts in this claim are based on estimates provided by the Santa Cruz County Auditor and California State Controller. If the amount of TDA funds change, the RTC budget will be amended to reflect the new numbers. The claim form and background materials for the Volunteer Center are attached (Attachment 2).

Again the City of Santa Cruz has agreed to act as the TDA fund claimant, as is allowed in the statutes and the RTC’s Rules and Regulations. The attached City staff report was approved at the May 11, 2010 Santa Cruz City Council meeting (Attachment 3).

The Elderly & Disabled Transportation Advisory Committee reviewed the Volunteer Center claim at its April meeting and recommends its approval.

SUMMARY

The Elderly & Disabled Transportation Advisory Committee and staff recommend that the Regional Transportation Commission approve the attached resolution authorizing the City of Santa Cruz to receive FY 2009-10 Transportation Development Act funds on behalf of the Volunteer Center.

Attachments

1. Resolution approving TDA Funds for the City of Santa Cruz on behalf of the Volunteer Center
2. TDA Claim form and background information from the Volunteer Center
3. Staff Report and minutes from the April 28 meeting of the City of Santa Cruz authorizing the City to act as the Claimant for the Volunteer Center
RESOLUTION NO.

Adopted by the Santa Cruz County Regional Transportation Commission
on the date of June 3, 2010
on the motion of Commissioner
duly seconded by Commissioner

A RESOLUTION APPROVING THE PROPOSED FY 2010-11 ARTICLE 8(c) CLAIM FROM THE CITY OF SANTA CRUZ ON BEHALF OF THE VOLUNTEER CENTER

WHEREAS the Transportation Development Act (TDA) of 1971 provides that the applicant may file an Article 8(c) claim for monies from the Local Transportation Fund; and

WHEREAS the Regional Transportation Commission, in adopting its FY 2010-11 TDA budget, has apportioned $58,754 to be used by the Volunteer Center for providing specialized transportation;

WHEREAS due to the depressed economy and resulting lower tax receipts, the Volunteer Center was overpaid $6,427 in FY 2009-10;

WHEREAS the Regional Transportation Commission provided a choice to the Volunteer Center about whether they would rather pay back the overpayment or delete it from the next fiscal year;

WHEREAS the Volunteer Center opted to subtract FY 2009-10’s overpayment from FY 2010-11;

WHEREAS the Volunteer Center is eligible for receive $51,754; and

WHEREAS the Elderly & Disabled Transportation Advisory Committee, at its April 13, 2010 meeting, recommended that the Regional Transportation Commission approve this claim; and

WHEREAS the City of Santa Cruz is eligible to claim Article 8(c) funds and has agreed on May 11, 2010 to act as the claimant for the Volunteer Center;

BE IT RESOLVED BY THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION:

1. A claim submitted in the amount of $51,754 would fulfill the requirements as specified in the Transportation Development Act and the Rules and Regulation of the Commission and is consistent with the Regional Transportation Plan, as follows:

   a. The claim includes a proposed budget for the 2010/11 fiscal year;

   b. The claim includes a statement of projected or estimated revenues and expenditures
for the prior fiscal year.

c. The claim will fund specialized transportation services respond to transportation needs not otherwise being met within the community; and

d. The proposed expenditure of the funds is consistent with the most current Regional Transportation Plan.

2. The City of Santa Cruz will act as a claimant on behalf of the Volunteer Center, for Article 8(c) claims for specialized transportation programs. A claim is hereby approved in the amount of $51,754 consisting of a single lump sum amount paid in the first quarter.

3. The Executive Director is authorized to modify the payment amounts should the Commission amend the FY 2010/11 Transportation Development Act Article 8 apportionments in the Commissioner’s FY 10/11 Budget based on revised revenue projections from the Santa Cruz County Auditor Controller.

AYES: COMMISSIONERS

NOES: COMMISSIONERS

ABSTAIN: COMMISSIONERS

ABSENT: COMMISSIONERS

     ________________________________
     Randy Johnson, Chair

ATTEST:

     ________________________________
     George Dondero, Secretary

Distribution: City of Santa Cruz
Volunteer Center
Transportation - Fiscal
TDA File - RTC staff
March 31, 2010

George Dondero, Executive Director
SCCRTC
1523 Pacific Ave.
Santa Cruz, Ca 95060-3911

Dear Mr. Dondero,

Please find attached our claim for TDA funding for 2010/2011. I attest to the accuracy of the claim and all of its accompanying documentation. If you have any question or concern please feel free to contact me directly at 831-427-5070.

Sincerely,

Lois Connell
Administrative Director
Transportation Development Act (TDA) – Local Transportation Funds
CLAIM FORM

Project Information

1. Project Title: Transportation Program

2. Implementing Agency: Volunteer Center of Santa Cruz

3. Sponsoring Agency (if different) – must be a TDA Eligible Claimant: City of Santa Cruz

4. TDA funding requested this claim: $ 51,754 (10/11 allocation of $58.181 minus $6,427 overpayment 09/10)

5. Fiscal Year (FY) for which funds are claimed: FY 10 / 11

6. General purpose for which the claim is made, identified by the article and section of the Act which authorizes such claims:
   - Article 8 Bicycle and/or Pedestrian Facility
   - Article 8 Specialized Transportation
   - Article 4 Public Transportation
   - Article 3 & 8 TDA Admin or Planning

7. Contact Person/Project Manager
   Name: Debra Brooks
   Telephone Number: 831-427-5070 E-mail: RSVP@scvolunteercenter.org
   Secondary Contact (in event primary not available): Lois Connell
   Telephone Number: 831-427-5070 E-mail: lois@scvolunteercenter.org

8. Project/Program Description/Scope (use additional pages, if needed, to provide details such as work elements/tasks): Please see attached scope of work.

9. Project Location/Limits (attach a map and/or photos if available/applicable, include street names): All of Santa Cruz County

10. Justification for the project. (Why is this project needed? Primary goal/purpose of the project; problem to be addressed; project benefits; importance to the community) Needs assessments indicate that low or free transportation for elderly and disabled persons to origins or destinations outside of the fixed route area are desperately needed. The Volunteer Center's Transportation Program is a vital link in providing this service. Volunteer drivers provide the service free of charge to clients throughout the county.

11. Project Goals:
    a. Measures of performance, success or completion to be used to evaluate project/program: The number of rides provided and the number of clients served will measure performance. This will be evaluated through ride reports compiled on each ride that details client, date and time of ride, destination of ride and driver providing ride. These records are entered into a computerized data file.
    b. Number of people to be served/anticipated number of users of project/program (ex. number of new or maintained bike miles; number of people served/rides provided): Our goal is to provide 4,600 one-way trips to eligible clients. Clients will be limited to a maximum of two rides per week. Our priority for filling requests is as follows:
1st Priority - Medical trips for low-income persons
2nd Priority - Medical trips for other persons
3rd Priority - Shopping for low-income persons
4th Priority - Shopping for other persons
5th Priority - Other eligible destinations

These trips will be targeted for geographic distribution as follows:

<table>
<thead>
<tr>
<th>Area</th>
<th>Rides</th>
<th>% of Rides</th>
<th># of Clients</th>
</tr>
</thead>
<tbody>
<tr>
<td>Santa Cruz/Mid-County/Aptos/Capitola</td>
<td>2,600</td>
<td>56%</td>
<td>90</td>
</tr>
<tr>
<td>San Lorenzo/Scotts Valley</td>
<td>1,000</td>
<td>22%</td>
<td>55</td>
</tr>
<tr>
<td>Watsonville/Freedom</td>
<td>1,000</td>
<td>22%</td>
<td>40</td>
</tr>
</tbody>
</table>

These figures are based on population data derived from the latest census and available transit services for each area of operations. In considering geographic distribution of services, our goal is to provide extra support in those areas which are outside the boundaries of ParaCruz services, or which receive limited ParaCruz, Lift Line or public transit services.

12. Consistency and relationship with the Regional Transportation Plan (RTP) - Is program/project listed in the RTP and/or consistent with a specific RTP Goal/Policy? The Volunteer Center’s of Santa Cruz have been receiving TDA funds for over 35 years and was been a member of the Elderly & Disabled Transportation Advisory Committee. The program is listed in the Specialized Transportation Guide and is included in the March 12, 2008 draft Coordinated Public Transit-Human Services Transportation Plan providing all services listed in the plan.

13. Impact(s) of project on other modes of travel, if any (ex. parking to be removed): This project will have little or no impact on other modes of travel.

14. Estimated Project Cost/Budget, including other funding sources, and Schedule: (attach project budget)

What is the total project cost? $ 

Is project fully funded? Yes

What will TDA funds be used on (ex. administration, brochures, engineering, construction)? Funds are used for personnel Cost, Audit fees, Supplies, Telephone, Occupancy, Printing, Postage, Volunteer mileage, Administration.

15. Preferred Method and Schedule for TDA fund distribution (see RTC Rules and Regulations for details):

   a. Bike/Ped: □ Up to 90% upon initiation of work OR □ 100% upon project completion

   b. CTSA: □ Quarterly disbursement, with up to 35% in first quarter, and the remaining quarterly payments being one-third of the remaining claim amount; OR □ Quarterly disbursement

   c. Volunteer Center: ☒ Full approved claim amount in the first quarter

   d. SCMTD: □ Quarterly disbursement
16. TDA Eligibility:

<table>
<thead>
<tr>
<th>A. Has the project/program been approved by the claimant’s governing body? Attach resolution to claim. (If &quot;NO,&quot; provide the approximate date approval is anticipated.)</th>
<th>YES/NO?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>B. Has this project previously received TDA funding?</th>
<th>YES/NO?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>C. For capital projects, have provisions been made by the claimant to maintain the project or facility, or has the claimant arranged for such maintenance by another agency? (If an agency other than the Claimant is to maintain the facility provide its name:)</th>
<th>YES/NO?</th>
</tr>
</thead>
<tbody>
<tr>
<td>NA</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>D. Has the project already been reviewed by the RTC Bicycle Committee and/or Elderly/Disabled Transportation Advisory Committee? (If &quot;NO,&quot; project will be reviewed prior to RTC approval.)</th>
<th>YES/NO?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>E. For &quot;bikeways,&quot; does the project meet Caltrans minimum safety design criteria pursuant to Chapter 1000 of the California Highway Design Manual? (Available on the internet via: <a href="http://www.dot.ca.gov">http://www.dot.ca.gov</a>).</th>
<th>YES/NO?</th>
</tr>
</thead>
<tbody>
<tr>
<td>NA</td>
<td></td>
</tr>
</tbody>
</table>

**SCMTD, CTSA, Bike to Work, CTSC Only – PLEASE KEEP ANSWERS BRIEF**

17. Improving Program Efficiency

- Describe any areas where special efforts have been made in the **last fiscal year** to reduce operating cost and/or increase ridership/program usage. Note any important trends.

- Goals for next fiscal year (ex. identify opportunities to maximize economies of scale). Describe any areas where special efforts will be made to improve efficiency and increase program usage/ridership:

18. What is different from last year's program/claim.

19. Schedule of regular progress reports including an evaluation at the end of the year:

**CTSA and Volunteer Center (Article 8) Only**

20. Are these transportation services responding to a transportation need not otherwise being met within the community or jurisdiction of the claimant? Describe: The Volunteer Center's Transportation Program is a volunteer program providing rides and serves to people who, through age, physical limitations or geographic location, are unable to use other public or private transportation resources. Our goal is to provide extra support in those areas which are outside the boundaries of Lifeline services, or which receive limited Lifeline service and have limited public transit services. The service is provided free of charge to clients. There are no other providers of this service in the community.

21. Where appropriate, are these specialized transportation services coordinated with other transportation services? Describe: When possible, the Volunteer Center will refer those callers whose requests cannot be accommodated through our program to other transportation programs.

**Documentation to Include with Your Claim:**

**All Claims**

- A letter of transmittal to SCCRTC addressed to the Executive Director that attests to the accuracy of the claim and all its accompanying documentation.
- Resolution

**All Transit and Specialized Transportation Claims (SCMTD, CTSA, and Volunteer Center)**

- A copy of the operating and capital budgets for the coming fiscal year
- Description of capital projects, including time frame over which project will be funded and implemented
- Operating Plan for current and upcoming activities – can be within project description
VOLUNTEER CENTER OF SANTA CRUZ COUNTY
1010 Emeline Ave., Bldg. C, Santa Cruz, CA 95060, 427-5070, FAX 423-6267

PROGRAM DESCRIPTION/SCOPE OF WORK
VOLUNTEER CENTER’S TRANSPORTATION PROGRAM
Fiscal Year 2010-2011

A. TARGET POPULATION

The Volunteer Center’s Transportation Program is a volunteer program providing rides and serves to people whom, through age, physical limitations or geographic location, are unable to use other public or private transportation resources. Volunteer drivers using their own vehicles provide rides. Our program is limited to ambulatory persons. Our service area is all of Santa Cruz County.

B. SERVICE GOALS

Our goal is to provide 4,600 one-way trips to eligible clients. Clients will be limited to a maximum of two rides per week. Our priority for filling requests is as follows:

1st Priority - Medical trips for low-income persons
2nd Priority - Medical trips for other persons
3rd Priority - Shopping for low-income persons
4th Priority - Shopping for other persons
5th Priority - Other eligible destinations

These trips will be targeted for geographic distribution as follows:

<table>
<thead>
<tr>
<th>Location</th>
<th>Rides</th>
<th>% of Rides</th>
<th>Client</th>
</tr>
</thead>
<tbody>
<tr>
<td>Santa Cruz/Mid-County/Aptos/Capitola</td>
<td>2600</td>
<td>56%</td>
<td>100</td>
</tr>
<tr>
<td>San Lorenzo/Scotts Valley</td>
<td>1000</td>
<td>22%</td>
<td>60</td>
</tr>
<tr>
<td>Watsonville/ Freedom</td>
<td>1000</td>
<td>22%</td>
<td>45</td>
</tr>
</tbody>
</table>

These figures are based on population data derived from the latest census and available transit services for each area of operations. In considering geographic distribution of services, our goal is to provide extra support in those areas which are outside the boundaries of Lifeline services, or which receive limited Lifeline service and have limited public transit services.

C. PROGRAM ACTIVITIES

1. The Volunteer Center will maintain volunteer dispatchers five days per week from 10:00 a.m. to 2:00 p.m. in Santa Cruz, and from 9:00 a.m. to 12:00 p.m. in the Watsonville and Valley centers.

2. When possible, the Volunteer Center will refer those callers whose requests cannot be accommodated through our program to other transportation programs.

3. The Volunteer Center will continue its intensive campaign to recruit new drivers and dispatchers for all three offices.
4. Volunteer Center staff will attend all meetings of the Elderly and Disabled Transportation Advisory Committee of the Santa Cruz County Regional Transportation Commission.

D. QUARTERLY REPORTS

Quarterly Reports and a Final Activities Report are due to the Transportation Commission and the City of Santa Cruz according to this schedule:

<table>
<thead>
<tr>
<th>Prior Year Annual Report:</th>
<th>September 3, 2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quarterly Activities Report 1:</td>
<td>October 29, 2010</td>
</tr>
<tr>
<td>Quarterly Activities Report 2:</td>
<td>February 1, 2010</td>
</tr>
<tr>
<td>Quarterly Activities Report 3:</td>
<td>April 29, 2010</td>
</tr>
<tr>
<td>Quarterly Activities Report 4:</td>
<td>August 1, 2010</td>
</tr>
</tbody>
</table>

The reports will contain the following information for each center and total:

1. Number of rides provided
2. Trip destinations
3. Mileage claimed
4. Estimated mileage donated
5. Estimated total mileage
6. Average length of trip
7. Number of unduplicated passengers
8. Number of requests for service
9. Number of turn downs
10. Reason for turn downs
11. Number of active volunteers
12. Geographic distribution of clients

E. INSURANCE

Comprehensive auto and general liability insurance over and above that held by the driver will be maintained by the Volunteer Center in the amount of $1,000,000 per occurrence.

F. CLAIMS

One claim will be submitted for advance payment for the year:

- Annual Advance - July 1, 2010: $58,181
- Less Overpayment 2009/2010: $6,427
- Payment Amount: $51,754
<table>
<thead>
<tr>
<th>Acct No.</th>
<th>Accounts, Sub Account(s)</th>
<th>FY 10-11 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>4007</td>
<td>Public Support  Donations Unrestricted Donations</td>
<td>$ 5,175</td>
</tr>
<tr>
<td>4295</td>
<td>Grants and Contract Transportation Commission</td>
<td>$ 51,754</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>Program Revenues</strong></td>
<td><strong>$ 56,929</strong></td>
</tr>
</tbody>
</table>

**EXPENSES**

<table>
<thead>
<tr>
<th>Acct No.</th>
<th>Account Description</th>
<th>FY 10-11 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>5001</td>
<td>Salaries and Wages Hourly Wages</td>
<td>$ 30,437</td>
</tr>
<tr>
<td>5012</td>
<td>Benefits Medical/Dental Insurance</td>
<td>$ 1,327</td>
</tr>
<tr>
<td>5025</td>
<td>Benefits Workers Compensation</td>
<td>$ 375</td>
</tr>
<tr>
<td>5018</td>
<td>Payroll Taxes Social Security/Medicare</td>
<td>$ 2,328</td>
</tr>
<tr>
<td>5018</td>
<td>Payroll Taxes State UI Taxes</td>
<td>$ 475</td>
</tr>
<tr>
<td>6012</td>
<td>Auditing Expense</td>
<td>$ 600</td>
</tr>
<tr>
<td>6040</td>
<td>Insurance, General</td>
<td>$ 686</td>
</tr>
<tr>
<td>6042</td>
<td>Insurance, Volunteer</td>
<td>$ 723</td>
</tr>
<tr>
<td>6050</td>
<td>Postage Expense</td>
<td>$ 100</td>
</tr>
<tr>
<td>6050</td>
<td>Printing</td>
<td>$ 150</td>
</tr>
<tr>
<td>6060</td>
<td>Rent</td>
<td>$ 240</td>
</tr>
<tr>
<td>6061</td>
<td>Rent, Watsonville</td>
<td>$ 3,937</td>
</tr>
<tr>
<td>6085</td>
<td>Supplies, Program Program Supplies</td>
<td>$ 250</td>
</tr>
<tr>
<td>6098</td>
<td>Mileage, Volunteers</td>
<td>$ 6,100</td>
</tr>
<tr>
<td>6100</td>
<td>Telephone</td>
<td>$ 1,800</td>
</tr>
<tr>
<td>6160</td>
<td>Admin Fees</td>
<td>$ 7,401</td>
</tr>
<tr>
<td><strong>Total Program Revenues</strong></td>
<td><strong>$ 56,929</strong></td>
<td></td>
</tr>
</tbody>
</table>
Consent Agenda (continued)

5. **Tannery Arts Center Tripartite Agreement.** (ED)

   Redevelopment Agency motion carried: 1) acknowledging the role of the Tannery Arts Center, Inc., a non-profit organization, in promoting the Salz Tannery arts project and its efforts to develop a performing arts center on Parcel 3 of the Tannery site pursuant to the terms of the non-housing ground lease between the Agency and Artspace Projects, Inc.; and (2) directing the Executive Director to develop a tripartite agreement between the Tannery Arts Center, Inc., Artspace Projects, Inc., and the Agency that codifies the roles and responsibilities of each of the parties in the development of the Tannery Arts Center campus.

6. **Assignment of Municipal Wharf Lease for 55-A Municipal Wharf APN: 005-671-01.** (ED)

   Motion carried to approve the assignment of a Municipal Wharf lease from Marini's Inc., dba Marini's Munchies to Marini's Candies, Inc. and authorize and direct the City Manager to execute the assignment in a form approved by the City Attorney.

7. **Agreement with Volunteer Centers of Santa Cruz County - TDA Claimant.** (FN)

   Motion carried to authorize and direct the City Manager to execute an agreement with Volunteer Centers of Santa Cruz County, allowing the City to act as claimant for funds obtained from the Santa Cruz County Regional Transportation Commission (SCCRTC) for FY 2011.

8. **Agreement with Community Bridges of Santa Cruz County - TDA Claimant.** (FN)

   Motion carried to authorize and direct the City Manager to execute an agreement with Community Bridges/Consolidated Transportation Services Agency, allowing the City to act as claimant for funds obtained from the Santa Cruz County Regional Transportation Commission (SCCRTC) for FY 2011.

9. **Parking and Business Improvement Area Assessments for FY 2011.** (FN)

   Motion carried to approve, or to modify and approve, the plan prepared by the Downtown Association for FY 2011.

   Resolution of Intention No. NS-28,203 was adopted to levy a business improvement assessment for FY 2011, and scheduling a Public Hearing for June 8, 2010, after the hour of 3:00 p.m., on the levy of the assessments for FY 2011.
AGENDA: June 3, 2010

TO: Santa Cruz County Regional Transportation Commission
FROM: Karena Pushnik, Senior Transportation Planner
RE: FY 2010-11 Article 8 Transportation Development Act (TDA) Claim for Community Bridges

RECOMMENDATIONS

The Elderly & Disabled Transportation Advisory Committee and staff recommend that the Santa Cruz County Regional Transportation Commission approve by resolution (Attachment 1) the attached claim for $488,721 in FY 2010-11 Transportation Development Act (TDA) funds from the City of Santa Cruz on behalf of Community Bridges to provide transportation for seniors and people with disabilities. [This is a roll call vote by local jurisdiction representatives.]

BACKGROUND

TDA local transportation funds (LTF) are derived from 1/4 cent of the retail sales tax collected statewide, returned to each county according to the amount of tax collected in that county. Based on the Commission’s adopted FY 2010-11 budget -- approved at the March 2010 meeting -- Transportation Development Act (TDA) funds were apportioned to transportation agencies as well as local jurisdictions. As in years past, Community Bridges is a recipient of TDA funds per the formula allocation as stated in the Commission’s Rules and Regulations and consistent with Public Utilities Code Section 994400(c) pertaining to special transportation assistance claims. The approved FY 2010-11 apportionment for Community Bridges is $488,721.

DISCUSSION

Community Bridges is designated as the Consolidated Transportation Services Agency (CTSA), a role bestowed to one social service or transportation entity in each area by the regional transportation planning agency to ensure that specialized transportation services for seniors and people with disabilities are coordinated and consolidated in a cost effective manner. The transportation program of Community Bridges continues to evolve to meet the coordinated specialized transportation service needs of the elderly, disabled and low income in Santa Cruz County. Transportation mobility options enable individuals with special transportation needs to lead independent, productive lives, rather than be isolated at home.

In FY 2008-09 over 69,590 one-way rides were provided by Community Bridges and their subcontractors through all their funding sources. Complete figures are unavailable for this fiscal year. The total number of projected rides for FY 2010-11 for all funding sources is 57,660 with approximately 20,030 provided by TDA funding.
In FY 2010-11 TDA dollars will fund the Taxi Scrip program (including discounted vouchers for low income individuals), medical transportation services for those ineligible for Medi-Cal and ParaCruz rides, transportation to the five senior meal sites in the county (operated through the Meals on Wheels program), out-of-county medical transportation service which was formerly operated by the Red Cross, and a portion of rides to the Elderday Adult Day Care Facility. This plan addresses the continued need for rides to dialysis patients due to the more strict interpretation of Medi-Cal Title 22 ride eligibility and establishes medical ride trips as a high priority for TDA funds. The Elderly & Disabled Transportation Advisory Committee reviewed the Community Bridges FY 2010-11 TDA claim at its April meeting and recommend approval.

Background materials for the Community Bridges claim are attached including the TDA Claim Form; a comparison between the proposed fiscal year 10-11 budget and the current fiscal year 09-10 budget; five year capital improvement plan; operating plan; units of service; and schedule of payment; (Attachment 2). The TDA claim form submitted by Community Bridges is consistent with the Commission’s adopted budget, the Commission’s Rules and Regulations, and state regulations. The funding amounts in this claim are based on estimates provided by the Santa Cruz County Auditor and California State Controller. If the amount of TDA funds change, the RTC budget will be amended to reflect the new numbers.

Again the City of Santa Cruz has agreed to act as the claimant, as is allowed in the statutes and the RTC Rules and Regulations. The Santa Cruz City Council approved an agreement with Community Bridges to act as their claimant for Transportation Development Act funds at their May 11, 2010 meeting. A copy of their minutes is attached (Attachment 3).

The E/D TAC and staff recommend that the Regional Transportation Commission approve the FY 2010-11 Community Bridges TDA claim submitted by the City of Santa Cruz. Community Bridges/Lift Line staff will attend the RTC meeting to present their claim and answer questions.

**SUMMARY**

The Elderly & Disabled Transportation Advisory Committee and staff recommend that the Regional Transportation Commission approve the attached resolution authorizing the City of Santa Cruz to receive $488,721 in FY 2010-11 Transportation Development Act funds on behalf of Community Bridges.

**Attachments**

1. Resolution authorizing FY 2010-11 TDA Funds for the City of Santa Cruz on behalf of Community Bridges
2. TDA Claim Form and Background information from Community Bridges
3. Minutes from the City of Santa Cruz authorizing them to act as the Claimant for the Community Bridges

I:\E&D TAC\TDA\CTS\2010\TDAcbrTC-Jun10.doc

26-2
RESOLUTION NO.

Adopted by the Santa Cruz County Regional Transportation Commission
on the date of June 3, 2010
on the motion of Commissioner
duly seconded by Commissioner

A RESOLUTION APPROVING THE PROPOSED FY 2010-11 ARTICLE 8(c) CLAIM FROM THE CITY OF SANTA CRUZ ON BEHALF OF COMMUNITY BRIDGES

WHEREAS the Transportation Development Act (TDA) of 1971 provides that the applicant may file an Article 8(c) claim for monies from the Local Transportation Fund; and

WHEREAS the Regional Transportation Commission has identified a process for TDA claims in their Rules and Regulations; and

WHEREAS the Regional Transportation Commission, in adopting its FY 2010-11 TDA budget, has apportioned $488,721 to be used by the Community Bridges for providing specialized transportation; and

WHEREAS the Elderly & Disabled Transportation Advisory Committee, at its April 13, 2010 meeting, recommended that the Regional Transportation Commission approve this claim; and

WHEREAS the City of Santa Cruz is eligible to claim Article 8(c) funds and has agreed on May 11, 2010 to act as the claimant for Community Bridges;

BE IT RESOLVED BY THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION:

1. A claim submitted in the amount of $488,721 would fulfill the requirements as specified in the Transportation Development Act and the Rules and Regulation of the Commission and is consistent with the Regional Transportation Plan, as follows:

   a. The claim includes a proposed budget for the 2010/11 fiscal year;

   b. The claim includes a statement of projected or estimated revenues and expenditures for the prior fiscal year;

   c. The claim will fund specialized transportation services respond to transportation needs not otherwise being met within the community; and

   c. The proposed expenditure of the funds is consistent with the most current Regional Transportation Plan.
2. The City of Santa Cruz will act as a claimant on behalf of the Community Bridges, for Article 8(c) claims for specialized transportation programs. A claim is hereby approved in the amount of $488,721 consisting of quarterly payments as follows:

   July 15, 2010  $122,180
   October 15, 2009  $122,180
   January 15, 2010  $122,180
   April 15, 2010   $122,181

3. The Executive Director is authorized to modify the payment amounts should the Commission amend the FY 2010/11 Transportation Development Act apportionments in the Commission’s FY 10/11 budget based on revised revenue projections from the Santa Cruz County Auditor Controller.

AYES: COMMISSIONERS
NOES: COMMISSIONERS
ABSTAIN: COMMISSIONERS
ABSENT: COMMISSIONERS

Randy Johnson, Chair

ATTEST:

George Dondero, Secretary

Distribution: City of Santa Cruz
Community Bridges
Transportation-Fiscal
Staff TDA File

S:\RESOLUTIONS\2010\RES0610\COMMUNITYBRIDGESTDA-10.DOC
April 7, 2010

Mr. Jack Dilles
Director of Finance, City of Santa Cruz
809 Center St., #8
Santa Cruz, Ca 95060

RE: 2010-2011 TDA Claim for CTSA Operations

Dear Mr. Dilles:

This letter serves as our request that the City of Santa Cruz continue to act as the Transportation Development Act (TDA) claimant for the Consolidated Transportation Services Agency’s Transportation Program through the Santa Cruz County Regional Transportation Commission (SCCRTC). The SCCRTC has allocated $480,721 for our operations. These funds will be used to operate a variety of specialized transportation services throughout Santa Cruz County, specifically targeting low-income and disabled individuals.

Enclosed are:

1. 2010/2011 TDA Claim Form
2. 2010/2011 Operating & Capital Budget (Exhibit A)
3. CTSA Five Year Capital Improvement Plan (Exhibit B)
4. Operating Plan (Exhibit C-1, pages 1-4 & C-2, pages 1-2)
5. Schedule of Payments Requested (Exhibit D)
6. Reporting Period and Performance Measures (Exhibit E)
7. Community Bridges Board TDA Claim Resolution

I hope this matter can be submitted to the City Council for approval during their upcoming meeting. Should you have any questions, or require additional information, please contact me at your convenience at catherinelp@cbridges.org and 831-688-8840 ext. 244.

Sincerely,

Catherine Patterson Valdez
Community Bridges Lift Line

cc: George Dordero, Executive Director, SCCRTC
Karen Pushnik, Senior Transportation Planner, SCCRTC
Ecc: Sam Storey, Chief Executive Officer, Community Bridges
Michael Robins, Chief Operating Officer, Community Bridges

M/CatherinePValdezTDA10-11 2010-04-07 09:30 PM
Transportation Development Act (TDA) – Local Transportation Funds
CLAIM FORM
Submit a separate form for each agency.

This form has been developed in an effort to standardize information required from TDA recipients, based on TDA Statute, RTC Rules and Regulations, and/or RTC board requests.
If you have any questions about this claim form or would like an electronic copy of the form, please contact the Santa Cruz County Regional Transportation Commission at 460-3200.

Project Information

1. Project Title: Lift Line / CTSA for Santa Cruz County

2. Implementing Agency: Community Bridges

3. Sponsoring Agency (if different) – must be a TDA Eligible Claimant:
The City of Santa Cruz acts as the eligible TDA claimant for Lift Line. Lift Line receives the TDA funds through a contract with the City of Santa Cruz.

4. TDA funding requested this claim: $488,721

5. Fiscal Year (FY) for which funds are claimed: FY 10 / 11

6. General purpose for which the claim is made, identified by the article and section of the Act which authorizes such claims:
   - Article 8 Bicycle and/or Pedestrian Facility
   - Article 4 Public Transportation
   - Article 8 Specialized Transportation
   - Article 3 & 8 TDA Admin or Planning

7. Contact Person/Project Manager
   Name: Catherine Patterson Valdez
   Telephone Number: 831-688-8840 ext. 244
   E-mail: catherinep@cbridges.org
   Secondary Contact (in event primary not available): Michael Robins
   Telephone Number: 831-688-8840 ext. 204
   E-mail: michaelr@cbridges.org

8. Project/Program Description/Scope (use additional pages, if needed, to provide details such as work elements/tasks): Please see Exhibit C-1 and C-2 attached.

9. Project Location/Limits (attach a map and/or photos if available/applicable, include street names): All of Santa Cruz County.

10. Justification for the project. (Why is this project needed? Primary goal/purpose of the project; problem to be addressed; project benefits; importance to the community).
    Community Bridges has been the designated Consolidated Transportation Services Agency (CTSA) since 1982. CTSA are authorized under California Government Code Sections 15975 and 15950-15952 which were enacted pursuant to the Social Service Transportation Improvement Act. The purpose of the CTSA is to improve transportation required by social service recipients by promoting the consolidation of social service transportation. As the Coordinated Transportation Service Agency, Lift Line is coordinating transportation services with other transportation and human service agencies in order to provide the most efficient transportation possible. We are also working with County School Districts, Family and Children’s Services of the County of Santa Cruz, County office of Education, Veterans Service Offices, and other Hospitals and Medical facilities. Lift Line is also working closely with several other non-profit organizations and other Counties to help define and create an effective mobility management center to help mobilize resident with various disabilities, low income and senior populations to travel easily throughout our County as well as to travel seamlessly throughout our tri-county region.
The benefit of CTSA coordination is to improve and identify the need for specialized transportation equipment, provide adequate training to ensure that not only Lift Line staff operates in a safe and sensitive manner but to provide expertise and training for other transportation providers in the County. Lift Line is currently providing access to the tools and training to ensure local transportation programs are also providing safe transportation service. This also allows all of us to obtain cost savings from centralized scheduling, dispatching, and maintenance and administrative efficiencies.

Pursuant to the CTSA designation for Santa Cruz County, Community Bridges operates the Lift Line transportation program, which works in identifying unmet transportation needs, coordinates and provides social service transportation services to low-income seniors, disabled residents, underserved populations and other persons in Santa Cruz County. Lift Line can directly address the issues identified through the unmet needs process by providing rides to medical appointments (including dialysis), alternative care, mental health and various therapy appointments.

11. Project Goals:
   a. Measures of performance, success or completion to be used to evaluate project/program:
      Lift Line uses the Trapeze Pass Scheduling program (Trapeze Software Group On-Line Data Products, Inc.) for scheduling and dispatching all directly performed and brokered rides. This includes rides sub-contracted to our local taxi companies. Regular updates are made to this system to ensure the continued functionality and sophistication of the system. Lift Line Dispatch System is completely automated with Mobil Data Computers (MDC) and Automatic Vehicle Locators (AVL) that integrate with Trapeze, making it easy to make changes if needed and track rides as they occur. As rides are completed, the MDCs tag completed rides with real pickup and drop-off times and highlight these times in blue, making it easier for our dispatchers to monitor all rides. Likewise, uncompleted or unassigned rides (such as will-call returns) are highlighted in red to inform the dispatcher of the priority of pending trips. The addition of the AVLs in the fleet allows Lift Line to monitor and track vehicles at any moment. These systems allow Lift Line to provide accurate monthly encounter data to satisfy data requirements. We will continue to provide our quarterly TDA reports, with the RTC reporting requirements, which are generated directly from the actual rides performed and documented through these systems.

   **Performance Measures to be included in Quarterly Reports**
   The quarterly reports are to include the following:
   1. Unduplicated passengers per month
   2. Total passenger trips (units of service) per month
   3. Incidents per month
   4. Accidents per month
   5. Mechanical failures* (including lift failure) per month
   6. No-shows per month
   7. Turndowns or referrals per month
   8. Cancels per month
   9. Donations per month
   10. Total operating cost per passenger
   11. Total operating cost per vehicle service hour
   12. Total passengers per vehicle service hour
   13. Total passengers per vehicle service mile
   14. Fare box recovery level
   15. Van mileage per program
   16. % of Rides performed by subcontractors
   17. % of shared trips/ Average vehicle occupancy
   18. % of cancellations of total rides

*Mechanical failure means any problem which results in a delay of one hour or longer, or cancellation of service.
b. Number of people to be served/anticipated number of users of project/program (ex. number of new or maintained bike miles; number of people served/rides provided):
Lift Line’s is projecting to provide service to 500 Santa Cruz residents who will need specialized wheel-chair accessible vans and is projecting to provide and coordinate over 65,000 rides in the 2010/2011 fiscal year. Due to the economy’s impact on sales taxes resulting in reduced revenue, our ride estimates have decreased from our current year. Please see Exhibit C-1 and C-2 Operating Plan for details. Lift Line will continue to provide responsive, non-emergency health and medical paratransit for seniors and disabled residents of Santa Cruz County, all of which are low-income. Trips are provided to health and medical destinations such as medical centers, doctor's offices, pharmacies, dialysis centers, and various medical therapy appointments. In partnership with Central Coast Alliance for Health, rides to medical destinations will be provided for qualified members Lift Line works closely with Watsonville Dialysis and Santa Cruz Satellite Dialysis to provide flexible services for its clients who are unable to use transit or ParaCruz services.

12. Consistency and relationship with the Regional Transportation Plan (RTP) - Is program/project listed in the RTP and/or consistent with a specific RTP Goal/Policy?
Community Bridges Lift Line works closely with the Regional Transportation Commission and the members of the Elderly and Disabled Transportation Advisory Committee, Long Term Care Interagency Commission, In Home Support Service Commission, Commission on Disabilities, Human Care Alliance, and the local Senior Network Agency to identify specialized transportation needs for Santa Cruz County. This year Lift Line has created a new alliance with the Access to Health Care steering Committee to address some of the out of county transportation issues. Lift Line as a program of Community Bridges works closely with local human service and transportation programs on local and regional coordinated plan projects, as required by Federal and State Transportation Agencies. These are included in both the RTP, which is updated every 3-5 years, and the Coordinated Human Services Transportation Plan. Projects/programs in the 2005 RTP within Projected Funds list include: continued non-ADA mandated paratransit services including medical service rides, Elderday, senior meal sites, non-emergency same day transportation for medically fragile individuals, and expanding the non-ADA mandated paratransit system to meet the growing specialized transportation needs of seniors and people with disabilities.

13. Impact(s) of project on other modes of travel, if any (ex. parking to be removed):
Lift Line is a complimentary service to the ADA-mandated METRO ParaCruz service. In addition, Lift Line provides a more flexible specialized transportation service for ongoing identified unmet immediate service needs. Due to the diverse nature of our services, Lift Line is able to group riders in various service categories, which ultimately reduces the number of vehicles needed to perform rides and in turn cuts down on traffic and emissions. In the fiscal year 2009/2010 Lift Line was able to optimize service by scheduling ride in the most efficient manner and ultimately reducing the cost of each ride by grouping ride types for long distance, cross county rides.

14. Estimated Project Cost/Budget, including other funding sources, and Schedule: (attach project - budget)

What is the total project cost? Total CTSA Transportation Budget = $1,728,224 (TDA only = $488,721)

Is project fully funded? YES

What will TDA funds be used on (ex. administration, brochures, engineering, construction)?
These funds will be used for administration, all cost related to provision of paratransit rides, and vehicle/communications acquisition. See TDA budget, Exhibit A.

15. Preferred Method and Schedule for TDA fund distribution (seeRTC Rules and Regulations for details):

26-8
a. Bike/Ped: □ Up to 90% upon initiation of work OR □ 100% upon project completion

b. CTSA: □ Quarterly disbursement, with up to 35% in first quarter, and the remaining quarterly payments being one-third of the remaining claim amount; OR □ Quarterly disbursement

c. Volunteer Center: □ Full approved claim amount in the first quarter

d. SCMTD: □ Quarterly disbursement

16. TDA Eligibility:

<table>
<thead>
<tr>
<th>YES/?NO?</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Has the project/program been approved by the claimant’s governing body? Attach resolution to claim. (If &quot;NO,&quot; provide the approximate date approval is anticipated.)</td>
</tr>
<tr>
<td>B. Has this project previously received TDA funding?</td>
</tr>
<tr>
<td>C. For capital projects, have provisions been made by the claimant to maintain the project or facility, or has the claimant arranged for such maintenance by another agency? (If an agency other than the claimant is to maintain the facility provide its name: ____________)</td>
</tr>
<tr>
<td>D. Has the project already been reviewed by the RTC Bicycle Committee and/or Elderly/Disabled Transportation Advisory Committee? (If &quot;NO,&quot; project will be reviewed prior to RTC approval.)</td>
</tr>
</tbody>
</table>

SCMTD, CTSA, Bike to Work, CTSC Only – PLEASE KEEP ANSWERS BRIEF

17. Improving Program Efficiency

- Describe any areas where special efforts have been made in the last fiscal year to reduce operating cost and/or increase ridership/program usage. Notic any important trends.

To reduce personnel down time and overtime, split shift schedules were implemented. Routes were also re-structured to increase productivity by grouping rides so that the vehicles are serving at capacity as much as possible. The current cost per service unit has gone up this year due primarily from the increase in Lift Line providing more rides to residents outside the METRO service area. Also, subcontractors continued to be used however, the rates to assist with longer rides to and from North and South County are much higher than previous years. Due to our ability to efficiently group riders, the overall cost of the other 09/10 TDA programs went down. We continue to work on state wide workers comp pool to reduce our premiums. Lift Line also maintained optimum fleet size for services provided.

Taking into consideration the National, State and local government financial unbalance, as well as the International fuel issues, which has caused the cost of fuel to fluctuate at a rate that is incredibly hard to forecast, we continue to receive phone calls from concerned residents about available transportation options. Our local residents call Lift Line on a daily basis to voice their concern, and our focus has been on helping these residents identify the most cost effective way for them to move around the County, as well as to Out-of-County medical appointments. Through the MORE grant, Lift Line conducted outreach forums and gathered information from underserved residents and identified their transportation needs. With this information, Lift Line is actively addressing new ways of providing transportation for the special needs community, including the 211 calling service option. The MORE data will provide a look at creative approaches to resolving these fragmented systems to a more seamless network with a customer-focused mindset. The information and graphs developed for this study can be used to help implement Mobility Management Centers. This new approach will improve efficiency in County transportation services to this study’s targeted population. Clearly, the need for transportation for target special groups will be an on-going issue, especially while needs will continue to grow due
to our aging population and funding remains constrained. Lift Line is analyzing this information, which is helping us define the need for a local mobility management center.

Community Bridges Lift Line recently received funds to support transportation for our local Veterans to the out-patient clinic in Monterey. Coordinating this effort has also identified the need for CTSA to help coordinate the rides to the bay area hospitals locations, which in the past was coordinated by our local Red Cross. Having this “Out-of-County” volunteer medical ride service” in house has allowed us to better identify the residents who need this service and we were able to consolidating rides for Veterans going to the Monterey Outpatient Clinic. By analysis use patterns and destinations as well as working in partnership with other out of county health care providers we are able to consolidate our destination and scheduling processes.

- Goals for next fiscal year (ex. identify opportunities to maximize economies of scale). Describe any areas where special efforts will be made to improve efficiency and increase program usage/ridership:

The Mobility OutReach and Education (MORE) project grant analysis has supported the need for a mobility management center and identified unmet transportation issues and needs for Lift Line as the CTSA to address. We will continue working to develop solutions around transportation needs of some of the most disenfranchised populations in our community. The outcomes of this project has enabled us to more effectively carry out our mission to broaden mobility opportunities for all individuals by providing and coordinating the most accessible transportation possible.

18. What is different from last year’s program/claim?
Less funding is driving the changes we are all facing, we are working strategically to maintain the same quality door to door service with less funding.

19. Schedule of regular progress reports including an evaluation at the end of the year:

<table>
<thead>
<tr>
<th>Reporting Period</th>
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</thead>
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<tr>
<td>1. Fiscal Year: 2009/2010</td>
<td>11/15/10</td>
</tr>
<tr>
<td>2. 1st Quarter, 7/1/10 through 9/30/10</td>
<td>01/15/11</td>
</tr>
<tr>
<td>3. 2nd Quarter, 10/1/10 through 12/31/10</td>
<td>04/15/11</td>
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<tr>
<td>4. 3rd Quarter, 1/1/11 through 3/31/11</td>
<td>07/15/11</td>
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<tr>
<td>5. 4th Quarter, 4/1/11 through 6/30/11</td>
<td>11/15/11</td>
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**CTSA and Volunteer Center (Article 8) Only**

20. Are these transportation services responding to transportation need not otherwise being met within the community or jurisdiction of the claimant? Describe. Yes. For our target population we provide transportation that is otherwise not available. Services are provided to seniors and people with disabilities that can’t drive, are not able to use our METRO or ParaCru services (do not have the financial resources, have origins/destinations out side the service area or have wheelchairs that do not meet the size criteria).

21. Where appropriate, are these specialized transportation services coordinated with other transportation services? Describe.
Lift Line, as the CTSA, acts as the safety net transportation service for seniors and disabled individuals unable to secure mobility through other programs. In addition, Lift Line coordinates and refers people daily to other services more suited to their specialized transportation requirements such as: METRO bus or ParaCru service through the taxi scrip program; the Volunteer Center, Veterans Services and our in house “Out of County” volunteer medical ride service. We help identify an individual’s specific need for specialized transportation service and coordinate not only services in our County, but also for rides to neighboring counties of San Benito, Monterey and Santa
Clara. In addition, Lift Line assists those who call from other parts California as well as callers from out of the state looking for health services as well as public and specialized transportation. Lift Line's Division Director will continue to participate with local and statewide transportation groups to develop coordinated processes and keep updated on current and new transportation system for our seniors and disabled residents.

**SCMTD & RTC Only (CTSA will be required to include this after the next audit in 2010)**

22. List the recommendations provided in your last Triennial Performance Audit and your progress toward meeting them.
   - Describe the work your agency has undertaken to implement each performance audit recommendation and the steps it will take to fully implement the recommendation.
   - For any recommendations that have not been implemented, explain why the recommendation has not been implemented and describe the work your agency will undertake to implement each performance audit recommendation.
   - Describe any problems encountered in implementing individual recommendations.

**Documentation to Include with All Claims:**

**All Claims**
- A letter of transmittal to SCCRTC addressed to the Executive Director that attests to the accuracy of the claim and all its accompanying documentation.
- Resolution

**All Transit and Specialized Transportation Claims (SCMTD, CTSA, and Volunteer Center)**
- A copy of the operating and capital budgets for the coming fiscal year
- Description of capital projects, including time frame over which project will be funded and implemented
- Operating Plan for current and upcoming activities – can be within project description

**Article 4 Transit Claims**
- A certification completed within the last 13 months from the California Highway Patrol indicating that the operator is in compliance with Section 1808.1 of the Vehicle Code
- Certifications

**Article 3 & 8 Bicycle/Pedestrian Claims**
- Evidence of environmental review for capital projects

26-11
<table>
<thead>
<tr>
<th>ACCOUNT TITLE</th>
<th>TDA 2010-11 BUDGET</th>
<th>TDA &amp; MATCH 2010-11 BUDGET</th>
<th>CTSZA 2010-11 BUDGET</th>
<th>TDA 2009-10 BUDGET</th>
<th>TDA &amp; MATCH 2009-10 BUDGET</th>
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## OPERATING FUND SOURCES

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## EXHIBIT B

CTSA FIVE YEAR CAPITAL IMPROVEMENT PLAN 0910
FISCAL YEARS: 09/10 THROUGH 13/14

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<td><strong>$483,776</strong></td>
<td><strong>$27,970</strong></td>
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Notes:

1. As Capital Grants are indefinite, and as capital equipment arrival dates vary, projected figures may require adjustment.
2. "FTA Section 5310" includes computer hardware and software, new maintenance equipment, and new paratransit vehicles.
3. "Equipment Purchase" in 09/10 includes 3 MDC's, Training Projector, 2 laptop computers and vehicle security cameras.
4. "Equipment Purchase" in 10/11 and 11/12 includes replacement vehicles, new trapeze mapping & vehicle locator and an upgrade on the communication system.
5. "Equipment Purchase" in 12/13 includes an air compressor and piping air compressor dispenser.
1. **Operating Plan**

Lift Line operates a fleet of 22 wheelchair accessible vans, providing responsive, non-emergency health and medical transportation for low-income seniors and disabled residents of Santa Cruz County. At no cost to users, transport is provided to destinations such as doctor's offices, pharmacies, Elderday, Senior Dining Centers, Dialysis Sites and various medical therapy appointments. As of September 2009 we also took in house the coordination of the volunteer out-of-county transportation program that provides medical rides to Monterey, Alameda, Santa Mateo and Santa Clara Counties.

Transportations services are available weekdays and weekends, 5:30 a.m. to 10:30 p.m., with the exception of state holidays, Cesar Chavez Day, and Martin Luther King Jr. Day, although special needs on these holidays may be addressed. Due to the current demand for service during our peak hours we have been asking our TDA medical clients to work with us and try to book their medical rides between 10:30am and 1:45 pm. Lift Line has been working closely with local medical facilities to optimize this preferred window of service for this select group of Santa Cruz residents.

Community Bridges maintains comprehensive auto and general liability coverage, including the City of Santa Cruz and SCCRTC as additional insured parties. A copy of each insurance certificate shall be filed with the City and with SCCRTC.

**Lift Line is seeking to both continue the TDA Medical Rides service and to ensure that this service includes participants that have no other transportation options from the Cabrillo Stoke Center, Central Coast Alliance for Health Medi-Cal program, the Dragon Slayer physical and mental health rehabilitation center, and clients with multiple sclerosis, as well as other low-income seniors and disabled residents with specialized medical transportation needs.** Rides would be available to participants outside the METRO service area, those who do not have the means to pay $6.00 round trip METRO/ParaCruz fee, those who do not meet or go beyond the ADA parameters and individuals who need door-to-door assistance.

Our eligibility process is to send an application to residents who are requesting Lift Line specialized transportation services. The TDA application asks residents for proof of age, and/or disability and income; they return, to Lift Line, a completed and signed application with the appropriate attachments as proof. At that point we determine if they meet the criteria for service then send them a letter of eligibility for rides.

**Lift Line also coordinates with the local taxi companies to offer the very popular Taxi Scrip (TS) program** This program serves as a safety net service for non-medical rides and rides needed outside the ADA-mandated METRO paratransit service areas. Individuals may purchase subsidized taxi scrip so that they can directly schedule taxi rides, and the majority of taxi vehicles are fully accessible for mobility devices. Currently 100% of residents that receive the Taxi Scrip at a discount are low income and below the federal 200% poverty level. Lift Line staff recently updated the TDA applications to reflect the new Federal Government poverty level guidelines. Area taxi service contractors include: San Lorenzo Valley Taxi, Deluxe Taxi, Courtesy Cab, and Santa Cruz Yellow
Lift Line provides ongoing monitoring and assessment of the program to ensure that eligibility criteria are met, subcontractors meet safety criteria, and there is no abuse of the program. The demand for both Taxi Scrip and medical rides has increased substantially for the third fiscal year in a row, the current average cost per trip has almost doubled since the taxi rate increase in 2007 and the average cost per ride is now $12 to $14, thereby diminishing the amount of rides that can be taken with the scrip. Currently clients can purchase three $10.00 books, for a total of $30.00 worth of scrip, for $8.00 which would give them approximately 1 or 2 rides per book. There is currently a limit to purchase three books each quarter, per person. Tracking the actual ride count and identifying who is using the scrip is virtually impossible. We would like to eliminate these books and replace them with coupons with their name and expiration dates, by quarter, clearly marked on the coupon. Lift Line would like to emulate the process currently being used by the Health Project Center for the multipurpose senior service programs MSSP. Tips are not prohibited, but the population who uses the taxi scrip program essentially doesn’t have the means to provide a tip.

Lift Line began coordinating and provides out-of-county medical transportation this fiscal year. This program is currently running as a volunteer program with four (4) drivers and one (1) transportation coordinator. Through Lift Line we have been providing trips to destinations such as the Veterans Administration Hospital in Palo Alto, Kaiser Hospital in San Jose, Cancer Clinic in San Francisco, and Stanford University Medical Center to name a just a few. Lift Line is able to provide low cost services due to the use of volunteer drivers and low overhead of this program. We are tracking these rides through a Microsoft access data system and are looking into incorporating these clients into our Trapeze software.

Lift Line staff will continue to work with the Santa Cruz County Regional Transportation Commission’s Elderly and Disabled Transportation Advisory Committee (E/D TAC) in identifying and addressing unmet needs. In addition, Lift Line continues to work with the E/D TAC in meeting the Unmet Transit and Paratransit Needs as well as the recommendations of the Paratransit Coordination Task Force. Through our daily outreach and annual client survey we have been able to determine the overall consensus that a Mobility Management Center (MMC) would benefit not only seniors and disabled residents, but also general public transit users. It has already been determined by our Coordinated Regional Plan that a mobility management center would benefit our community. The Mobility Management Center will be a one-stop shop and provide transportation services to customers, including older adults, people with disabilities, and individuals with lower incomes. It would also serve the general public by responding to and influencing the demands of the market by undertaking actions and supportive strategies in collaboration with others to provide a full range of options for travel. The center would computerize, plan, develop, and operate travel options as well as provide a variety of training classes, to help residents address the increasing costs of individual travel. Transit coordination training would be beneficial to the community to help determine what specific characteristics of travel experiences are of the greatest importance; collect data regularly on those factors through a combination of customer surveys and independent evaluations; utilize information systems that can continuously track changes in performances at a level that allows meaningful change to occur and most effectively coordinate human service and transportation needs. As the CTSA, it is a roll of Lift Line to coordinate the implementation of a MMC. Lift Line is moving forward by identifying funding sources for a 2011 implementation of this local area Mobility
Management Center; it will be parallel in service coordination to the new Monterey Mobility Center.

For those who don't qualify for ParaCruz or Medi-Cal assistance, we will continue to help them complete the required paperwork to make it easier for them to use the current TDA programs that meet their specific needs. In our role as the Coordinated Transportation Service Agency, Lift Line will continue working with other transportation providers to ensure maximum efficiency and coordination.

**Lift Line will continue to focus its resources on transportation needs that are not being met by other paratransit services, such as ADA-mandated ParaCruz.** Through TDA funding, Lift Line will continue to serve those not eligible for ParaCruz service, specifically low-income individuals who cannot afford the $6.00 round-trip ParaCruz co-pay, those that don’t meet the ADA parameters, and those with origins/destination outside of the METRO ParaCruz service area. Also, because Lift Line provides safety net services to those ineligible or unable to use other services, its goal is to provide flexible programs, scheduling, and dispatching that can respond to the changing needs of medical providers and their clients. Examples include same-day medical services and medical services on weekends.

**Lift Line continues to meet with the Meals on Wheels Program Director and site managers of the county’s senior meal sites to review unmet transportation service needs.** After assessing this past year’s average daily attendance we can report a significant increase in ridership for the Watsonville Senior Center dining site and a decrease in the ridership for the Highland Senior Dining Center. With the decreased FY 2010-11 County funding for transportation and meal services, we are anticipating less nutritional rides for next fiscal year. Lift Line has been using a large 24 passenger vehicle which eliminates the need for two vehicles and helping to cuts operational ride costs. Lift Line will continue to coordinate with the Meals on Wheels program to increase attendance at all of the senior dining centers.

**We are requesting to continue providing service to participants attending the Elderday Adult Day Health Center Program.** This program is a Federally Qualified Health Center that provides day health care to seniors and community residents who need constant care, and/or are diagnosed with dementia or Alzheimer’s type of dementia. Almost all of these participants use wheelchairs or walkers, and require vans with lifts. Generally, these clients are very frail, and need personal, door-to-door assistance, reflecting the specialized training that our Lift Line drivers receive. This level of client service is time consuming and labor intensive. For the fiscal year 09/10 we anticipated providing at least 35,000 rides, including rides funded by Elderday. As of February 2009, we have provided 23,657 rides. Elderday continues to increase their client participation from the current average of almost 80 per day to 90 participants a day. This year, Elderday faces possible cuts in the FQHC reimbursement that is currently being driven by the State of California. The State has proposed a five million dollar reduction in reimbursements for service to all FQHC Adult Day Health Centers. Acknowledgment is due to the support of TDA transportation funding, that the Elderday’s increased participation has become a more stable service in our community because of the transportation available from South County to the North County location. TDA funds will again be used to partially subsidize funds for these Elderday rides.
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<td><strong>Comparison Only 09/10 Projected TDA Units of Service</strong></td>
<td><strong>3,538</strong></td>
<td><strong>1,019</strong></td>
<td><strong>5,451</strong></td>
<td><strong>4,997</strong></td>
<td><strong>6,673</strong></td>
<td><strong>21,677</strong></td>
<td></td>
</tr>
<tr>
<td>EQUIPMENT PURCHASE MATCH</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$55,442</td>
<td></td>
</tr>
<tr>
<td>TOTAL TDA CLAIM REQUEST</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$488,721</td>
<td></td>
</tr>
</tbody>
</table>
## OPERATION PLAN SERVICE OF UNITS
### EXHIBIT C - 2
#### 2010 / 2011

### NON-TDA SUPPORTED

**TABLE 2 - OTHER CTSA SERVICE UNITS**

<table>
<thead>
<tr>
<th></th>
<th>Vets/Dialysis Section 5317</th>
<th>Meals on Wheels</th>
<th>Elderday Services</th>
<th>MSSP</th>
<th>Outside Contracts (1)</th>
<th>Total Units</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Funds Allocated</td>
<td>$125,000</td>
<td>$104,393</td>
<td>$361,804</td>
<td>$15,140</td>
<td>$107,299</td>
<td></td>
<td>$713,636</td>
</tr>
<tr>
<td>Revenue per Service Unit</td>
<td>$49.52</td>
<td>$13.63</td>
<td>$9.35</td>
<td>$16.99</td>
<td>$13.63</td>
<td></td>
<td></td>
</tr>
<tr>
<td>09/10 Projection Units of Service</td>
<td>2,524</td>
<td>7,661</td>
<td>38,716</td>
<td>891</td>
<td>7,875</td>
<td>57,668</td>
<td></td>
</tr>
<tr>
<td>Other Income</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$120,812</td>
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<tr>
<td>Total Operating Income</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$34,448</td>
</tr>
<tr>
<td>FTA Section 5310</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>401,553</td>
</tr>
<tr>
<td>TDA Claim</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>488,721</td>
</tr>
<tr>
<td>Grand Total</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$1,724,722</td>
</tr>
</tbody>
</table>

**Note 1)** **San Andreas Regional Center (SARC) and other outside contracts include higher capacity trips (group rides) which create larger productivity.**

**TABLE 3 - ALL SERVICE UNITS TOTALED (Total tables 1 and 2, units of service, to equal table 3 totals)**

<table>
<thead>
<tr>
<th></th>
<th>Vets/Dialysis Section 5317</th>
<th>Taxi Scrp</th>
<th>Red Cross</th>
<th>Medical TDA</th>
<th>Meals on Wheels</th>
<th>MSSP Taxi Scrp</th>
<th>Elderday Services</th>
<th>Contract Services</th>
<th>Total Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>2010-2011 Ride Projections</td>
<td>2,524</td>
<td>2,306</td>
<td>1,018</td>
<td>4,700</td>
<td>13,001</td>
<td>891</td>
<td>45,369</td>
<td>7,875</td>
<td>77,704</td>
</tr>
</tbody>
</table>
Exhibit D

Schedule of Payments
FY: 2010-2011 TDA Claim
CTSA

<table>
<thead>
<tr>
<th>Date</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 15, 2010</td>
<td>$122,180</td>
</tr>
<tr>
<td>October 15, 2010</td>
<td>$122,180</td>
</tr>
<tr>
<td>January 15, 2011</td>
<td>$122,180</td>
</tr>
<tr>
<td>April 15, 2011</td>
<td>$122,181</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$488,721</strong></td>
</tr>
</tbody>
</table>
AGENCY BOARD RESOLUTION
RESOLUTION # 2010-03-02

Duly noticed regular meeting of the Community Bridges Board of Directors held on March 18, 2010 the following resolution was made.

Whereas the Board discussed on Community Bridges/Lift Line TDA claim for the 10/11 fiscal year.

Whereas the Board of Directors of Community Bridges (CB) hereby authorizes Community Bridges/Lift Line to make a claim for the 10/11 TDA funds from the Regional Transportation Commission through the City of Santa Cruz.

It is further resolved that the officers and the President/CEO and/or designees are authorized to sign any documents and take any steps necessary to fulfill the Intent of this Resolution.

Majel Jordan, President

Ethel Lewis, Secretary

VERIFICATION

Each of the undersigned declares under penalty of perjury under the laws of the State of California that the statement in the foregoing certificate are true and correct of his or her own knowledge, and that this declaration was executed on 3/18, 2010, at Aptos, California.

Majel Jordan, President

Ethel Lewis, Secretary

26-23
RECOMMENDATIONS

The Elderly & Disabled Transportation Advisory Committee and staff recommend that the Santa Cruz County Regional Transportation Commission approve by resolution (Attachment 1) the attached claim for $488,721 in FY 2010-11 Transportation Development Act (TDA) funds from the City of Santa Cruz on behalf of Community Bridges to provide transportation for seniors and people with disabilities. [This is a roll call vote by local jurisdiction representatives.]

BACKGROUND

TDA local transportation funds (LTF) are derived from 1/4 cent of the retail sales tax collected statewide, returned to each county according to the amount of tax collected in that county. Based on the Commission’s adopted FY 2010-11 budget -- approved at the March 2010 meeting -- Transportation Development Act (TDA) funds were apportioned to transportation agencies as well as local jurisdictions. As in years past, Community Bridges is a recipient of TDA funds per the formula allocation as stated in the Commission’s Rules and Regulations and consistent with Public Utilities Code Section 994400(c) pertaining to special transportation assistance claims. The approved FY 2010-11 apportionment for Community Bridges is $488,721.

DISCUSSION

Community Bridges is designated as the Consolidated Transportation Services Agency (CTSA), a role bestowed to one social service or transportation entity in each area by the regional transportation planning agency to ensure that specialized transportation services for seniors and people with disabilities are coordinated and consolidated in a cost effective manner. The transportation program of Community Bridges continues to evolve to meet the coordinated specialized transportation service needs of the elderly, disabled and low income in Santa Cruz County. Transportation mobility options enable individuals with special transportation needs to lead independent, productive lives, rather than be isolated at home.

In FY 2008-09 over 69,590 one-way rides were provided by Community Bridges and their subcontractors through all their funding sources. Complete figures are unavailable for this fiscal year. The total number of projected rides for FY 2010-11 for all funding sources is 57,660 with approximately 20,030 provided by TDA funding.
In FY 2010-11 TDA dollars will fund the Taxi Scrip program (including discounted vouchers for low income individuals), medical transportation services for those ineligible for Medi-Cal and ParaCruz rides, transportation to the five senior meal sites in the county (operated through the Meals on Wheels program), out-of-county medical transportation service which was formerly operated by the Red Cross, and a portion of rides to the Elderday Adult Day Care Facility. This plan addresses the continued need for rides to dialysis patients due to the more strict interpretation of Medi-Cal Title 22 ride eligibility and establishes medical ride trips as a high priority for TDA funds. The Elderly & Disabled Transportation Advisory Committee reviewed the Community Bridges FY 2010-11 TDA claim at its April meeting and recommend approval.

Background materials for the Community Bridges claim are attached including the TDA Claim Form; a comparison between the proposed fiscal year 10-11 budget and the current fiscal year 09-10 budget; five year capital improvement plan; operating plan; units of service; and schedule of payment; (Attachment 2). The TDA claim form submitted by Community Bridges is consistent with the Commission’s adopted budget, the Commission’s Rules and Regulations, and state regulations. The funding amounts in this claim are based on estimates provided by the Santa Cruz County Auditor and California State Controller. If the amount of TDA funds change, the RTC budget will be amended to reflect the new numbers.

Again the City of Santa Cruz has agreed to act as the claimant, as is allowed in the statutes and the RTC Rules and Regulations. The Santa Cruz City Council approved an agreement with Community Bridges to act as their claimant for Transportation Development Act funds at their May 11, 2010 meeting. A copy of their minutes is attached (Attachment 3).

**The E/D TAC and staff recommend that the Regional Transportation Commission approve the FY 2010-11 Community Bridges TDA claim submitted by the City of Santa Cruz.** Community Bridges/Lift Line staff will attend the RTC meeting to present their claim and answer questions.

**SUMMARY**

The Elderly & Disabled Transportation Advisory Committee and staff recommend that the Regional Transportation Commission approve the attached resolution authorizing the City of Santa Cruz to receive $488,721 in FY 2010-11 Transportation Development Act funds on behalf of Community Bridges.

**Attachments**

1. Resolution authorizing FY 2010-11 TDA Funds for the City of Santa Cruz on behalf of Community Bridges
2. TDA Claim Form and Background information from Community Bridges
3. Minutes from the City of Santa Cruz authorizing them to act as the Claimant for the Community Bridges
RESOLUTION NO.

Adopted by the Santa Cruz County Regional Transportation Commission
on the date of June 3, 2010
on the motion of Commissioner
duly seconded by Commissioner

A RESOLUTION APPROVING THE PROPOSED FY 2010-11 ARTICLE 8(c) CLAIM FROM THE CITY OF SANTA CRUZ ON BEHALF OF COMMUNITY BRIDGES

WHEREAS the Transportation Development Act (TDA) of 1971 provides that the applicant may file an Article 8(c) claim for monies from the Local Transportation Fund; and

WHEREAS the Regional Transportation Commission has identified a process for TDA claims in their Rules and Regulations; and

WHEREAS the Regional Transportation Commission, in adopting its FY 2010-11 TDA budget, has apportioned $488,721 to be used by the Community Bridges for providing specialized transportation; and

WHEREAS the Elderly & Disabled Transportation Advisory Committee, at its April 13, 2010 meeting, recommended that the Regional Transportation Commission approve this claim; and

WHEREAS the City of Santa Cruz is eligible to claim Article 8(c) funds and has agreed on May 11, 2010 to act as the claimant for Community Bridges;

BE IT RESOLVED BY THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION:

1. A claim submitted in the amount of $488,721 would fulfill the requirements as specified in the Transportation Development Act and the Rules and Regulation of the Commission and is consistent with the Regional Transportation Plan, as follows:

   a. The claim includes a proposed budget for the 2010/11 fiscal year;

   b. The claim includes a statement of projected or estimated revenues and expenditures for the prior fiscal year;

   c. The claim will fund specialized transportation services respond to transportation needs not otherwise being met within the community; and

   c. The proposed expenditure of the funds is consistent with the most current Regional Transportation Plan.
2. The City of Santa Cruz will act as a claimant on behalf of the Community Bridges, for Article 8(c) claims for specialized transportation programs. A claim is hereby approved in the amount of $488,721 consisting of quarterly payments as follows:
   July 15, 2010    $122,180
   October 15, 2009    $122,180
   January 15, 2010    $122,180
   April 15, 2010  $122,181

3. The Executive Director is authorized to modify the payment amounts should the Commission amend the FY 2010/11 Transportation Development Act apportionments in the Commission's FY 10/11 budget based on revised revenue projections from the Santa Cruz County Auditor Controller.

AYES: COMMISSIONERS

NOES: COMMISSIONERS

ABSTAIN: COMMISSIONERS

ABSENT: COMMISSIONERS

Randy Johnson, Chair

ATTEST:

George Dondero, Secretary

Distribution: City of Santa Cruz
              Community Bridges
              Transportation-Fiscal
              Staff TDA File

S:\RESOLUTI\2010\RES0610\COMMUNITYBRIDGESTDA-10.DOC
April 7, 2010

Mr. Jack Dilies
Director of Finance, City of Santa Cruz
809 Center St., #8
Santa Cruz, Ca 95060

RE: 2010-2011 TDA Claim for CTSA Operations

Dear Mr. Dilies:

This letter serves as our request that the City of Santa Cruz continue to act as the Transportation Development Act (TDA) claimant for the Consolidated Transportation Services Agency's Transportation Program through the Santa Cruz County Regional Transportation Commission (SCCRTC). The SCCRTC has allocated $488,721 for our operations. These funds will be used to operate a variety of specialized transportation services throughout Santa Cruz County, specifically targeting low-income and disabled individuals.

Enclosed are:

1. 2010/2011 TDA Claim Form
2. 2010/2011 Operating & Capital Budget (Exhibit A)
3. CTSA Five Year Capital Improvement Plan (Exhibit B)
4. Operating Plan (Exhibit C-1, pages 1-4 & C-2, pages 1-2)
5. Schedule of Payments Requested (Exhibit D)
6. Reporting Period and Performance Measures (Exhibit E)
7. Community Bridges Board TDA Claim Resolution

I hope this matter can be submitted to the City Council for approval during their upcoming meeting. Should you have any questions, or require additional information, please contact me at your convenience at catherinem@cbridges.org and 831-688-8840 ext. 244.

Sincerely,

Catherine Patterson Valdez
Community Bridges Lift Line

cc: George Dordero, Executive Director, SCCRTC
    Karen Pushnik, Senior Transportation Planner, SCCRTC
Ecc: Sam Storey, Chief Executive Officer, Community Bridges
     Michael Robins, Chief Operating Officer, Community Bridges
Transportation Development Act (TDA) – Local Transportation Funds
CLAIM FORM
Submit a separate form for each agency.

This form has been developed in an effort to standardize information required from TDA recipients, based on TDA Statute, RTC Rules and Regulations, and/or RTC board requests. If you have any questions about this claim form or would like an electronic copy of the form, please contact the Santa Cruz County Regional Transportation Commission at 460-3260.

Project Information

1. Project Title: Lift Line / CTSA for Santa Cruz County

2. Implementing Agency: Community Bridges

3. Sponsoring Agency (if different) – must be a TDA Eligible Claimant:
The City of Santa Cruz acts as the eligible TDA claimant for Lift Line. Lift Line receives the TDA funds through a contract with the City of Santa Cruz.

4. TDA funding requested this claim: $488,721

5. Fiscal Year (FY) for which funds are claimed: FY 10 / 11

6. General purpose for which the claim is made, identified by the article and section of the Act which authorizes such claims:
☐ Article 8 Bicycle and/or Pedestrian Facility  ☑ Article 8 Specialized Transportation
☐ Article 4 Public Transportation  ☐ Article 3 & 8 TDA Admin or Planning

7. Contact Person/Project Manager
  Name: Catherine Patterson Valdez
  Telephone Number: 831-688-8840 ext. 244  E-mail: catherinep@cbridges.org
  Secondary Contact (in event primary not available) : Michael Robins
  Telephone Number: 831-688-8840 ext. 204  E-mail: michaelr@cbridges.org

8. Project/Program Description/Scope (use additional pages, if needed, to provide details such as work elements/tasks): Please see Exhibit C-1 and C-2 attached.

9. Project Location/Limits (attach a map and/or photos if available/applicable, include street names): All of Santa Cruz County.

10. Justification for the project. (Why is this project needed? Primary goal/purpose of the project; problem to be addressed; project benefits; importance to the community).
Community Bridges has been the designated Consolidated Transportation Services Agency (CTSA) since 1982. CTSA’s are authorized under California Government Code Sections 15975 and 15950-15952 which were enacted pursuant to the Social Service Transportation Improvement Act. The purpose of the CTSA is to improve transportation required by social service recipients by promoting the consolidation of social service transportation. As the Coordinated Transportation Service Agency, Lift Line is coordinating transportation services with other transportation and human service agencies in order to provide the most efficient transportation possible. We are also working with County School Districts, Family and Children’s Services of the County of Santa Cruz, County office of Education, Veterans Service Offices, and other Hospitals and Medical facilities. Lift Line is also working closely with several other non-profit organizations and other Counties to help define and create an effective mobility management center to help mobilize resident with various disabilities, low income and senior populations to travel easily throughout our County as well as to travel seamlessly throughout our tri-county region.
The benefit of CTSA coordination is to improve and identify the need for specialized transportation equipment, provide adequate training to ensure that not only Lift Line staff operates in a safe and sensitive manner but to provide expertise and training for other transportation providers in the County. Lift Line is currently providing access to the tools and training to ensure local transportation programs are also providing safe transportation service. This also allows all of us to obtain cost savings from centralized scheduling, dispatching, and maintenance and administrative efficiencies.

Pursuant to the CTSA designation for Santa Cruz County, Community Bridges operates the Lift Line transportation program, which works in identifying unmet transportation needs, coordinates and provides social service transportation services to low-income seniors, disabled residents, underserved populations and other persons in Santa Cruz County. Lift Line can directly address the issues identified through the unmet needs process by providing rides to medical appointments (including dialysis), alternative care, mental health and various therapy appointments.

11. Project Goals:
a. Measures of performance, success or completion to be used to evaluate project/program:
   Lift Line uses the Trapeze Pass Scheduling program (Trapeze Software Group On-Line Data Products, Inc.) for scheduling and dispatching all directly performed and brokered rides. This includes rides sub-contracted to our local taxi companies. Regular updates are made to this system to ensure the continued functionality and sophistication of the system. Lift Line Dispatch System is completely automated with Mobil Data Computers (MDC) and Automatic Vehicle Locaters (AVL) that integrate with Trapeze, making it easy to make changes if needed and track rides as they occur. As rides are completed, the MDCs tag completed rides with real pickup and drop-off times and highlight these times in blue, making it easier for our dispatchers to monitor all rides. Likewise, uncompleted or unassigned rides (such as will-call returns) are highlighted in red to inform the dispatcher of the priority of pending trips. The addition of the AVLs in the fleet allows Lift Line to monitor and track vehicles at any moment. These systems allow Lift Line to provide accurate monthly encounter data to satisfy data requirements. We will continue to provide our quarterly TDA reports, with the RTC reporting requirements, which are generated directly from the actual rides performed and documented through these systems.

Performance Measures to be included in Quarterly Reports
The quarterly reports are to include the following:

| 1. | Unduplicated passengers per month |
| 2. | Total passenger trips (units of service) per month |
| 3. | Incidents per month |
| 4. | Accidents per month |
| 5. | Mechanical failures* (including lift failure) per month |
| 6. | No-shows per month |
| 7. | Turndowns or referrals per month |
| 8. | Cancels per month |
| 9. | Donations per month |
| 10. | Total operating cost per passenger |
| 11. | Total operating cost per vehicle service hour |
| 12. | Total passengers per vehicle service hour |
| 13. | Total passengers per vehicle service mile |
| 14. | Fare box recovery level |
| 15. | Van mileage per program |
| 16. | % of Rides performed by subcontractors |
| 17. | % of shared trips/ Average vehicle occupancy |
| 18. | % of cancelations of total rides |

*Mechanical failure means any problem which results in a delay of one hour or longer, or cancellation of service.
b. Number of people to be served/anticipated number of users of project/program (ex. number of new or maintained bike miles; number of people served/rides provided):
Lift Line’s is projecting to provide service to 500 Santa Cruz residents who will need specialized wheel-chair accessible vans and is projecting to provide and coordinate over 65,000 rides in the 2010/2011 fiscal year. Due to the economy’s impact on sales taxes resulting in reduced revenue, our ride estimates have decreased from our current year. Please see Exhibit C-1 and C-2 Operating Plan for details. Lift Line will continue to provide responsive, non-emergency health and medical paratransit for seniors and disabled residents of Santa Cruz County, all of which are low-income. Trips are provided to health and medical destinations such as medical centers, doctor’s offices, pharmacies, dialysis centers, and various medical therapy appointments. In partnership with Central Coast Alliance for Health, rides to medical destinations will be provided for qualified members Lift Line works closely with Watsonville Dialysis and Santa Cruz Satellite Dialysis to provide flexible services for its clients who are unable to use transit or ParaCruz services.

12. Consistency and relationship with the Regional Transportation Plan (RTP) - Is program/project listed in the RTP and/or consistent with a specific RTP Goal/Policy?
Community Bridges Lift Line works closely with the Regional Transportation Commission and the members of the Elderly and Disabled Transportation Advisory Committee, Long Term Care Interagency Commission, In Home Support Service Commission, Commission on Disabilities, Human Care Alliance, and the local Senior Network Agency to identify specialized transportation needs for Santa Cruz County. This year Lift Line has created a new alliance with the Access to Health Care steering Committee to address some of the out of county transportation issues. Lift Line as a program of Community Bridges works closely with local human service and transportation programs on local and regional coordinated plan projects, as required by Federal and State Transportation Agencies. These are included in both the RTP, which is updated every 3-5 years, and the Coordinated Human Services Transportation Plan. Projects/programs in the 2005 RTP within Projected Funds list include: continued non-ADA mandated paratransit services including medical service rides, Elderday, senior meal sites, non-emergency same day transportation for medically fragile individuals, and expanding the non-ADA mandated paratransit system to meet the growing specialized transportation needs of seniors and people with disabilities.

13. Impact(s) of project on other modes of travel, if any (ex. parking to be removed):
Lift Line is a complimentary service to the ADA- mandated METRO ParaCruz service. In addition, Lift Line provides a more flexible specialized transportation service for ongoing identified unmet immediate service needs. Due to the diverse nature of our services, Lift Line is able to group riders in various service categories, which ultimately reduces the number of vehicles needed to perform rides and in turn cuts down on traffic and emissions. In the fiscal year 2009/2010 Lift Line was able to optimize service by scheduling ride in the most efficient manner and ultimately reducing the cost of each ride by grouping ride types for long distance, cross county rides.

14. Estimated Project Cost/Budget, including other funding sources, and Schedule: (attach project - budget)

What is the total project cost? Total CTSA Transportation Budget = $1,728,224 (TDA only = $488,721)

Is project fully funded? YES

What will TDA funds be used on (ex. administration, brochures, engineering, construction)?
These funds will be used for administration, all cost related to provision of paratransit rides, and vehicle/communications acquisition. See TDA budget, Exhibit A.

15. Preferred Method and Schedule for TDA fund distribution (see RTC Rules and Regulations for details):

3 26 -8
a. Bike/Ped: □ Up to 90% upon initiation of work OR □ 100% upon project completion

b. CTSA: □ Quarterly disbursement, with up to 35% in first quarter, and the remaining quarterly payments being one-third of the remaining claim amount; OR □ Quarterly disbursement

c. Volunteer Center: □ Full approved claim amount in the first quarter

d. SCMTD: □ Quarterly disbursement

16. TDA Eligibility:

| YES/NO? | A. Has the project/program been approved by the claimant's governing body? Attach resolution to claim. (If "NO," provide the approximate date approval is anticipated.) | YES |
| NA | B. Has this project previously received TDA funding? | YES |
| NA | C. For capital projects, have provisions been made by the claimant to maintain the project or facility, or has the claimant arranged for such maintenance by another agency? (If an agency other than the Claimant is to maintain the facility provide its name: ____________________________) | NA |
| YES | D. Has the project already been reviewed by the RTC Bicycle Committee and/or Elderly/Disabled Transportation Advisory Committee? (If "NO," project will be reviewed prior to RTC approval.) | YES |

SCMTD, CTSA, Bike to Work, CTSC Only – PLEASE KEEP ANSWERS BRIEF

17. Improving Program Efficiency

- Describe any areas where special efforts have been made in the last fiscal year to reduce operating cost and/or increase ridership/program usage. Note any important trends.

To reduce personnel down time and overtime, split shift schedules were implemented. Routes were also re-structured to increase productivity by grouping rides so that the vehicles are serving at capacity as much as possible. The current cost per service unit has gone up this year due primarily from the increase in Lift Line providing more rides to residents outside the METRO service area. Also, subcontractors continued to be used however, the rates to assist with longer rides to and from North and South County are much higher than previous years. Due to our ability to efficiently group riders, the overall cost of the other 09/10 TDA programs went down. We continue to work on state wide workers comp pool to reduce our premiums. Lift Line also maintained optimum fleet size for services provided.

Taking into consideration the National, State and local government financial unbalance, as well as the International fuel issues, which has caused the cost of fuel to fluctuate at a rate that is incredibly hard to forecast, we continue to receive phone calls from concerned residents about available transportation options. Our local residents call Lift Line on a daily basis to voice their concern, and our focus has been on helping these residents identify the most cost effective way for them to move around the County, as well as to Out-of-County medical appointments. Through the MORE grant, Lift Line conducted outreach forums and gathered information from underserved residents and identified their transportation needs. With this information, Lift Line is actively addressing new ways of providing transportation for the special needs community, including the 211 calling service option. The MORE data will provide a look at creative approaches to resolving these fragmented systems to a more seamless network with a customer-focused mindset. The information and graphs developed for this study can be used to help implement Mobility Management Centers. This new approach will improve efficiency in County transportation services to this study’s targeted population. Clearly, the need for transportation for target special groups will be an on-going issue, especially while needs will continue to grow due
to our aging population and funding remains constrained.

Lift Line is analyzing this information, which is helping us define the need for a local mobility management center.

Community Bridges Lift Line recently received funds to support transportation for our local Veterans to the out-patient clinic in Monterey. Coordinating this effort has also identified the need for CTSA to help coordinate the rides to the bay area hospitals locations, which in the past was coordinated by our local Red Cross. Having this "Out-of-County" volunteer medical ride service" in house has allowed us to better identify the residents who need this service and we were able to consolidating rides for Veterans going to the Monterey Outpatient Clinic. By analysis use patters and destinations as well as working in partnership with other out of county health care providers we are able to consolidate our destination and scheduling processes.

- Goals for next fiscal year (ex. identify opportunities to maximize economies of scale). Describe any areas where special efforts will be made to improve efficiency and increase program usage/ridership:

The Mobility OutReach and Education (MORE) project grant analysis has supported the need for a mobility management center and identified unmet transportation issues and needs for Lift Line as the CTSA to address. We will continue working to develop solutions around transportation needs of some of the most disenfranchised populations in our community. The outcomes of this project has enabled us to more effectively carry out our mission to broaden mobility opportunities for all individuals by providing and coordinating the most accessible transportation possible.

18. What is different from last year’s program/claim?
Less funding is driving the changes we are all facing, we are working strategically to maintain the same quality door to door service with less funding.

19. Schedule of regular progress reports including an evaluation at the end of the year:

<table>
<thead>
<tr>
<th>Reporting Period</th>
<th>Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Fiscal Year: 2009/2010</td>
<td>11/15/10</td>
</tr>
<tr>
<td>2. 1st Quarter, 7/1/10 through 9/30/10</td>
<td>01/15/11</td>
</tr>
<tr>
<td>3. 2nd Quarter, 10/1/10 through 12/31/10</td>
<td>04/15/11</td>
</tr>
<tr>
<td>4. 3rd Quarter, 1/1/11 through 3/31/11</td>
<td>07/15/11</td>
</tr>
<tr>
<td>5. 4th Quarter, 4/1/11 through 6/30/11</td>
<td>11/15/11</td>
</tr>
</tbody>
</table>

**CTSA and Volunteer Center (Article 8) Only**

20. Are these transportation services responding to transportation need not otherwise being met within the community or jurisdiction of the claimant? Describe. Yes. For our target population we provide transportation that is otherwise not available. Services are provided to seniors and people with disabilities that can’t drive, are not able to use our METRO or ParaCruz services (do not have the financial resources, have origins/destinations out side the service area or have wheelchairs that do not meet the size criteria).

21. Where appropriate, are these specialized transportation services coordinated with other transportation services? Describe.
Lift Line, as the CTSA, acts as the safety net transportation service for seniors and disabled individuals unable to secure mobility through other programs. In addition, Lift Line coordinates and refers people daily to other services more suited to their specialized transportation requirements such as: METRO bus or ParaCruz; local taxi services through the taxi scrip program; the Volunteer Center, Veterans Services and our in house “Out of County” volunteer medical ride service. We help identify an individual’s specific need for specialized transportation service and coordinate not only services in our County, but also for rides to neighboring counties of San Benito, Monterey and Santa
Clara. In addition, Lift Line assists those who call from other parts California as well as callers from out of the state looking for health services as well as public and specialized transportation. Lift Line's Division Director will continue to participate with local and statewide transportation groups to develop coordinated processes and keep updated on current and new transportation system for our seniors and disabled residents.

**SCMTD & RTC Only (CTSA will be required to include this after the next audit in 2010)**

22. List the recommendations provided in your last Triennial Performance Audit and your progress toward meeting them.
   - Describe the work your agency has undertaken to implement each performance audit recommendation and the steps it will take to fully implement the recommendation.
   - For any recommendations that have not been implemented, explain why the recommendation has not been implemented and describe the work your agency will undertake to implement each performance audit recommendation.
   - Describe any problems encountered in implementing individual recommendations.

**Documentation to Include with All Claims:**

**All Claims**
- A letter of transmittal to SCCRTC addressed to the Executive Director that attests to the accuracy of the claim and all its accompanying documentation.
- Resolution

**All Transit and Specialized Transportation Claims (SCMTD, CTSA, and Volunteer Center)**
- A copy of the operating and capital budgets for the coming fiscal year
- Description of capital projects, including time frame over which project will be funded and implemented
- Operating Plan for current and upcoming activities – can be within project description

**Article 4 Transit Claims**
- A certification completed within the last 13 months from the California Highway Patrol indicating that the operator is in compliance with Section 1808.1 of the Vehicle Code
- Certifications

**Article 3 & 8 Bicycle/Pedestrian Claims**
- Evidence of environmental review for capital projects
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## COMMUNITY BRIDGES - LIFT LINE / CTSA TDA 2010-11 BUDGET

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<td>AREA AGENCY ON AGING-TITLE IIIB</td>
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<td>M.O.R.E.</td>
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<td>MONTEREY PENIN FDN</td>
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<td>DOMINICAN HOSPITAL</td>
<td>4,481</td>
<td>2,264</td>
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<td>MEDI-CAL (CCAH)</td>
<td>16,635</td>
<td>15,643</td>
<td>15,643</td>
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<td>43,500</td>
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<td>OUTSIDE CONTRACT - ELDERCARE</td>
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<td>3,451</td>
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<td>DONATIONS</td>
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<td>PROGRAM INCOME - OTHER</td>
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<td>INTRAPROG. OUTSIDE CONTRACTS</td>
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<td>IN-KIND REVENUE</td>
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<td>BAD DEBT ALLOWANCES</td>
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<td><strong>SUBTOTAL REVENUES</strong></td>
<td><strong>1,408,038</strong></td>
<td><strong>1,395,002</strong></td>
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<tr>
<td><strong>SECTION 5310 - PASS THRU</strong></td>
<td><strong>34,333</strong></td>
<td><strong>34,328</strong></td>
<td><strong>401,553</strong></td>
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<td><strong>TOTAL REVENUES</strong></td>
<td><strong>1,442,371</strong></td>
<td><strong>1,429,330</strong></td>
<td><strong>1,724,722</strong></td>
</tr>
</tbody>
</table>
EXHIBIT B

CTSA FIVE YEAR CAPITAL IMPROVEMENT PLAN 0910
FISCAL YEARS: 09/10 THROUGH 13/14

<table>
<thead>
<tr>
<th></th>
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<tr>
<td>Fund Balance</td>
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<td>$22,046</td>
<td>$27,447</td>
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<td><strong>Total</strong></td>
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<td><strong>$483,791</strong></td>
<td><strong>$50,016</strong></td>
<td><strong>$212,049</strong></td>
<td><strong>$109,649</strong></td>
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<table>
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<td>Equipment Purchase</td>
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<td>Major Maintenance</td>
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<td>$0</td>
<td>$0</td>
<td>$0</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>$38,776</strong></td>
<td><strong>$483,776</strong></td>
<td><strong>$27,970</strong></td>
<td><strong>$184,602</strong></td>
<td><strong>$63,995</strong></td>
</tr>
<tr>
<td>Year-End Balance</td>
<td>$27,000</td>
<td>$15</td>
<td>$22,046</td>
<td>$27,447</td>
<td>$45,654</td>
</tr>
</tbody>
</table>

Notes:
1. As Capital Grants are indefinite, and as capital equipment arrival dates vary, projected figures may require adjustment.
2. "FTA Section 5310" includes computer hardware and software, new maintenance equipment, and new paratransit vehicles.
3. "Equipment Purchase" in 09/10 includes 3 MDC's, Training Projector, 2 laptop computers and vehicle security cameras.
4. "Equipment Purchase" in 10/11 and 11/12 includes replacement vehicles, new trapeze mapping & vehicle locator and an upgrade on the communication system.
5. "Equipment Purchase" in 12/13 includes an air compressor and piping air compressor dispenser.
EXHIBIT C-1  
Lift Line / CTSA  
10/11 OPERATING PLAN

1. Operating Plan

Lift Line operates a fleet of 22 wheel-chair accessible vans, providing responsive, non-emergency health and medical transportation for low-income seniors and disabled residents of Santa Cruz County. At no cost to users, transport is provided to destinations such as doctor’s offices, pharmacies, Elderday, Senior Dining Centers, Dialysis Sites and various medical therapy appointments. As of September 2009 we also took in house the coordination of the volunteer out-of-county transportation program that provides medical rides to Monterey, Alameda, Santa Mateo and Santa Clara Counties.

Transportations services are available weekdays and weekends, 5:30 a.m. to 10:30 p.m., with the exception of state holidays, Cesar Chavez Day, and Martin Luther King Jr. Day, although special needs on these holidays may be addressed. Due to the current demand for service during our peak hours we have been asking our TDA medical clients to work with us and try to book their medical rides between 10:30am and 1:45 pm. Lift Line has been working closely with local medical facilities to optimize this preferred window of service for this select group of Santa Cruz residents.

Community Bridges maintains comprehensive auto and general liability coverage, including the City of Santa Cruz and SCCRTC as additional insured parties. A copy of each insurance certificate shall be filed with the City and with SCCRTC.

Lift Line is seeking to both continue the TDA Medical Rides service and to ensure that this service includes participants that have no other transportation options from the Cabrillo Stoke Center, Central Coast Alliance for Health Medi-Cal program, the Dragon Slayer physical and mental health rehabilitation center, and clients with multiple sclerosis, as well as other low-income seniors and disabled residents with specialized medical transportation needs. Rides would be available to participants outside the METRO service area, those who do not have the means to pay $6.00 round trip METRO/ParaCruz fee, those who do not meet or go beyond the ADA parameters and individuals who need door-to-door assistance.

Our eligibility process is to send an application to residents who are requesting Lift Line specialized transportation services. The TDA application asks residents for proof of age, and/or disability and income; they return, to Lift Line, a completed and signed application with the appropriate attachments as proof. At that point we determine if they meet the criteria for service then send them a letter of eligibility for rides.

Lift Line also coordinates with the local taxi companies to offer the very popular Taxi Scrip (TS) program This program serves as a safety net service for non-medical rides and rides needed outside the ADA-mandated METRO paratransit service areas. Individuals may purchase subsidized taxi scrip so that they can directly schedule taxi rides, and the majority of taxi vehicles are fully accessible for mobility devices. Currently 100% of residents that receive the Taxi Scrip at a discount are low income and below the federal 200% poverty level. Lift Line staff recently updated the TDA applications to reflect the new Federal Government poverty level guidelines. Area taxi service contractors include: San Lorenzo Valley Taxi, Deluxe Taxi, Courtesy Cab, and Santa Cruz Yellow.
Lift Line provides ongoing monitoring and assessment of the program to ensure that eligibility criteria are met, subcontractors meet safety criteria, and there is no abuse of the program. The demand for both Taxi Scrip and medical rides has increased substantially for the third fiscal year in a row, the current average cost per trip has almost doubled since the taxi rate increase in 2007 and the average cost per ride is now $12 to $14, thereby diminishing the amount of rides that can be taken with the scrip. Currently clients can purchase three $10.00 books, for a total of $30.00 worth of scrip, for $8.00 which would give them approximately 1 or 2 rides per book. There is currently a limit to purchase three books each quarter, per person. Tracking the actual ride count and identifying who is using the scrip is virtually impossible. We would like to eliminate these books and replace them with coupons with their name and expiration dates, by quarter, clearly marked on the coupon. Lift Line would like to emulate the process currently being used by the Health Project Center for the multipurpose senior service programs MSSP. Tips are not prohibited, but the population who uses the taxi scrip program essentially doesn’t have the means to provide a tip.

Lift Line began coordinating and provides out-of-county medical transportation this fiscal year. This program is currently running as a volunteer program with four (4) drivers and one (1) transportation coordinator. Through Lift Line we have been providing trips to destinations such as the Veterans Administration Hospital in Palo Alto, Kaiser Hospital in San Jose, Cancer Clinic in San Francisco, and Stanford University Medical Center to name a just a few. Lift Line is able to provide low cost services due to the use of volunteer drivers and low overhead of this program. We are tracking these rides through a Microsoft access data system and are looking into incorporating these clients into our Trapeze software.

Lift Line staff will continue to work with the Santa Cruz County Regional Transportation Commission’s Elderly and Disabled Transportation Advisory Committee (E/D TAC) in identifying and addressing unmet needs. In addition, Lift Line continues to work with the E/D TAC in meeting the Unmet Transit and Paratransit Needs as well as the recommendations of the Paratransit Coordination Task Force. Through our daily outreach and annual client survey we have been able to determine the overall consensus that a Mobility Management Center (MMC) would benefit not only seniors and disabled residents, but also general public transit users. It has already been determined by our Coordinated Regional Plan that a mobility management center would benefit our community. The Mobility Management Center will be a one-stop shop and provide transportation services to customers, including older adults, people with disabilities, and individuals with lower incomes. It would also serve the general public by responding to and influencing the demands of the market by undertaking actions and supportive strategies in collaboration with others to provide a full range of options for travel. The center would computerize, plan, develop, and operate travel options as well as provide a variety of training classes, to help residents address the increasing costs of individual travel. Transit coordination training would be beneficial to the community to help determine what specific characteristics of travel experiences are of the greatest importance; collect data regularly on those factors through a combination of customer surveys and independent evaluations; utilize information systems that can continuously track changes in performances at a level that allows meaningful change to occur and most effectively coordinate human service and transportation needs. As the CTSA, it is a roll of Lift Line to coordinate the implementation of a MMC. Lift Line is moving forward by identifying funding sources for a 2011 implementation of this local area Mobility
Management Center; it will be parallel in service coordination to the new Monterey Mobility Center.

For those who don’t qualify for ParaCruz or Medi-Cal assistance, we will continue to help them complete the required paperwork to make it easier for them to use the current TDA programs that meet their specific needs. In our role as the Coordinated Transportation Service Agency, Lift Line will continue working with other transportation providers to ensure maximum efficiency and coordination.

**Lift Line will continue to focus its resources on transportation needs that are not being met by other paratransit services, such as ADA-mandated ParaCruz.** Through TDA funding, Lift Line will continue to serve those not eligible for ParaCruz service, specifically low-income individuals who cannot afford the $6.00 round-trip ParaCruz co-pay, those that don’t meet the ADA parameters, and those with origins/destinations outside of the METRO ParaCruz service area. Also, because Lift Line provides safety net services to those ineligible or unable to use other services, its goal is to provide flexible programs, scheduling, and dispatching that can respond to the changing needs of medical providers and their clients. Examples include same-day medical services and medical services on weekends.

**Lift Line continues to meet with the Meals on Wheels Program Director and site managers of the county’s senior meal sites to review unmet transportation service needs.** After assessing this past year’s average daily attendance we can report a significant increase in ridership for the Watsonville Senior Center dining site and a decrease in the ridership for the Highland Senior Dining Center. With the decreased FY 2010-11 County funding for transportation and meal services, we are anticipating less nutritional rides for next fiscal year. Lift Line has been using a large 24 passenger vehicle which eliminates the need for two vehicles and helping to cuts operational ride costs. Lift Line will continue to coordinate with the Meals on Wheels program to increase attendance at all of the senior dining centers.

**We are requesting to continue providing service to participants attending the Elderday Adult Day Health Center Program.** This program is a Federally Qualified Health Center that provides day health care to seniors and community residents who need constant care, and/or are diagnosed with dementia or Alzheimer’s type of dementia. Almost all of these participants use wheelchairs or walkers, and require vans with lifts. Generally, these clients are very frail, and need personal, door-to-door assistance, reflecting the specialized training that our Lift Line drivers receive. This level of client service is time consuming and labor intensive. For the fiscal year 09/10 we anticipated providing at least 35,000 rides, including rides funded by Elderday. As of February 2009, we have provided 23,607 rides. Elderday continues to increase their client participation from the current average of almost 80 per day to 90 participants a day. This year, Elderday faces possible cuts in the FQHC reimbursement that is currently being driven by the State of California. The State has proposed a five million dollar reduction in reimbursements for service to all FQHC Adult Day Health Centers. Acknowledgment is due to the support of TDA transportation funding, that the Elderday’s increased participation has become a more stable service in our community because of the transportation available from South County to the North County location. TDA funds will again be used to partially subsidize funds for these Elderday rides.
## TABLE 1 - TDA PROPOSED SERVICE UNITS

<table>
<thead>
<tr>
<th></th>
<th>TAXI SCRIP[^1]</th>
<th>Out of County Medical</th>
<th>MEDICAL TDA</th>
<th>MEALS ON WHEELS</th>
<th>ELDERDAY</th>
<th>TOTAL UNITS</th>
<th>TOTAL</th>
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<tbody>
<tr>
<td>FUNDS ALLOCATED</td>
<td>$43,306</td>
<td>$13,662</td>
<td>$241,157</td>
<td>$72,761</td>
<td>$62,393</td>
<td>$433,279</td>
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<td>OPERATING COST</td>
<td>$11.48</td>
<td>$11.47</td>
<td>$31.61</td>
<td>$8.39</td>
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<td>A. PROGRAM MANAGEMENT</td>
<td>$4.58</td>
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<td>$12.26</td>
<td>$3.26</td>
<td>$2.01</td>
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<tr>
<td>i.e., Mgmt Personnel, Fleet Mgr, Info. Mgr, Rent, Liability Insur., Phone, Supplies, etc</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>B. ADMINISTRATION</td>
<td>$2.72</td>
<td>$1.95</td>
<td>$7.44</td>
<td>$1.98</td>
<td>$1.36</td>
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<tr>
<td>14.5% of total cost per unit.</td>
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<tr>
<td>TOTAL COST PER SERVICE UNIT</td>
<td>$18.78</td>
<td>$13.42</td>
<td>$51.31</td>
<td>$13.63</td>
<td>$9.35</td>
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<tr>
<td>10/11 PROJECTED TDA UNITS OF SERVICE</td>
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<td>1,018</td>
<td>4,700</td>
<td>5,340</td>
<td>6,673</td>
<td>21,877</td>
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<td>Comparison Only 09/10 Projected TDA Units of Service</td>
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<td>1,018</td>
<td>5,451</td>
<td>4,997</td>
<td>6,673</td>
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<td></td>
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</tbody>
</table>

| EQUIPMENT PURCHASE MATCH | | | | | | | $55,442 |
| TOTAL TDA CLAIM REQUEST  | | | | | | | $488,721 |
# Operation Plan Service of Units

**Exhibit C - 2**

**2010 / 2011**

## Non-TDA Supported

### Table 2 - Other CTSA Service Units

<table>
<thead>
<tr>
<th></th>
<th>Vets/Dialysis Section 5317</th>
<th>Meals on Wheels</th>
<th>Elderday Services</th>
<th>MSSP</th>
<th>Outside Contracts (1)</th>
<th>Total Units</th>
<th>Total</th>
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</thead>
<tbody>
<tr>
<td>Funds Allocated</td>
<td>$125,000</td>
<td>$104,393</td>
<td>$361,804</td>
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<td>Revenue per Service Unit</td>
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<td>09/10 Projection Units of Service</td>
<td>2,524</td>
<td>7,661</td>
<td>38,716</td>
<td>891</td>
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<td>Other Income</td>
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<td>$120,812</td>
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<td>401,553</td>
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<td>TDA Claim</td>
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<td></td>
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<td>488,721</td>
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</tr>
<tr>
<td><strong>Grand Total</strong></td>
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<td></td>
<td></td>
<td><strong>$1,724,722</strong></td>
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</table>

**Note 1)** San Andreas Regional Cantar (SARC) and other outside contracts include higher capacity trips (group rides) which create larger productivity.

## Table 3 - All Service Units Totaled (Total tables 1 and 2, units of service, to equal table 3 totals)

<table>
<thead>
<tr>
<th></th>
<th>Vets/Dialysis Section 5317</th>
<th>Taxi Scrip</th>
<th>Red Cross</th>
<th>Medical TDA</th>
<th>Meals on Wheels</th>
<th>MSSP Taxi Scrip</th>
<th>Elderday</th>
<th>Contract Services</th>
<th>Total Units</th>
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<td><strong>2010-2011 Ride Projections</strong></td>
<td>2,524</td>
<td>2,306</td>
<td>1,018</td>
<td>4,700</td>
<td>13,001</td>
<td>891</td>
<td>46,389</td>
<td>7,875</td>
<td>77,704</td>
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26.28
Exhibit D

Schedule of Payments
FY: 2010-2011 TDA Claim
CTSA

<table>
<thead>
<tr>
<th>Date</th>
<th>Amount</th>
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<td>July 15, 2010</td>
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<tr>
<td>October 15, 2010</td>
<td>$122,180</td>
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<td>January 15, 2011</td>
<td>$122,180</td>
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<tr>
<td>April 15, 2011</td>
<td>$122,181</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$488,721</strong></td>
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</tbody>
</table>
AGENCY BOARD RESOLUTION
RESOLUTION # 2010-03-02

Duly noticed regular meeting of the Community Bridges Board of Directors held on March 18, 2010 the following resolution was made.

Whereas the Board discussed on Community Bridges/Lift Line TDA claim for the 10/11 fiscal year.

Whereas the Board of Directors of Community Bridges (CB) hereby authorizes Community Bridges/Lift Line to make a claim for the 10/11 TDA funds from the Regional Transportation Commission through the City of Santa Cruz.

It is further resolved that the officers and the President/CEO and/or designees are authorized to sign any documents and take any steps necessary to fulfill the Intent of this Resolution.

Majel Jordan, President

Ethel Lewis, Secretary

VERIFICATION

Each of the undersigned declares under penalty of perjury under the laws of the State of California that the statement in the foregoing certificate are true and correct of his or her own knowledge, and that this declaration was executed on 3/18, 2010, at Aptos, California.

Majel Jordan, President

Ethel Lewis, Secretary

26-23
Consent Agenda (continued)

5. **Tannery Arts Center Tripartite Agreement.** (ED)

Redevelopment Agency motion carried: 1) acknowledging the role of the Tannery Arts Center, Inc., a non-profit organization, in promoting the Salz Tannery arts project and its efforts to develop a performing arts center on Parcel 3 of the Tannery site pursuant to the terms of the non-housing ground lease between the Agency and Artspace Projects, Inc.; and (2) directing the Executive Director to develop a tripartite agreement between the Tannery Arts Center, Inc., Artspace Projects, Inc., and the Agency that codifies the roles and responsibilities of each of the parties in the development of the Tannery Arts Center campus.

6. **Assignment of Municipal Wharf Lease for 55-A Municipal Wharf APN: 005-671-01.** (ED)

Motion carried to approve the assignment of a Municipal Wharf lease from Marini's Inc., dba Marini's Munchies to Marini's Candies, Inc. and authorize and direct the City Manager to execute the assignment in a form approved by the City Attorney.

7. **Agreement with Volunteer Centers of Santa Cruz County - TDA Claimant.** (FN)

Motion carried to authorize and direct the City Manager to execute an agreement with Volunteer Centers of Santa Cruz County, allowing the City to act as claimant for funds obtained from the Santa Cruz County Regional Transportation Commission (SCCRTC) for FY 2011.

8. **Agreement with Community Bridges of Santa Cruz County - TDA Claimant.** (FN)

Motion carried to authorize and direct the City Manager to execute an agreement with Community Bridges/Consolidated Transportation Services Agency, allowing the City to act as claimant for funds obtained from the Santa Cruz County Regional Transportation Commission (SCCRTC) for FY 2011.

9. **Parking and Business Improvement Area Assessments for FY 2011.** (FN)

Motion carried to approve, or to modify and approve, the plan prepared by the Downtown Association for FY 2011.

Resolution of Intention No. NS-28,203 was adopted to levy a business improvement assessment for FY 2011, and scheduling a Public Hearing for June 8, 2010, after the hour of 3:00 p.m., on the levy of the assessments for FY 2011.
RECOMMENDATION:

Staff recommends that the Regional Transportation Commission (RTC):

1. Consider public input on Unmet Specialized Transportation and Transit Needs;
2. Adopt the 2010 Unmet Specialized Transportation and Transit Needs List (Attachment 1), with revisions as appropriate;
3. Consider the list of Unmet Needs as funding becomes available.

BACKGROUND

Local sales taxes in the amount of ¼ cent per dollar are collected by the State of California and allocated to the region according to the Transportation Development Act (TDA). The Regional Transportation Commission allocates these funds according to formula as adopted in the agency’s Rules and Regulations with funds for the RTC’s planning activities and the majority of remaining funding apportioned to the Santa Cruz Metropolitan Transit District, and other amounts to Community Bridges, the Volunteer Center and to local jurisdictions for bicycle and pedestrian projects.

According to section 99401.5 of the Transportation Development Act (TDA) statutes, transportation planning agencies are required to consult with their designated social services transportation advisory councils (the Elderly & Disabled Transportation Advisory Committee) to identify transit needs as part of the Unmet Needs process. Transportation planning agencies interested in allocating funds to local streets and roads must conduct an annual Unmet Specialized Transportation and Transit Needs assessment and an extensive analysis of whether the needs are reasonable to meet. Our county’s local TDA funds are not used for streets and roads; therefore, the Regional Transportation Commission does not need to perform this level of analysis. However the RTC, as the local transportation planning agency, endeavors to solicit input annually to provide a useful tool to assess and prioritize the unmet transit and paratransit needs in the region.

DISCUSSION

Attached for the Regional Transportation Commission’s consideration is the Draft Unmet Specialized Transportation and Transit Needs List for 2010 (Attachment 1).
Development of the Unmet Needs List

As in years past, and to be consistent with the TDA statute, the RTC’s Elderly & Disabled Transportation Advisory Committee reviewed the first draft of the unmet specialized transportation and transit needs list which was based on the last version. This took place at their February 2010 meeting. This list was then forwarded to the Santa Cruz Metropolitan Transit District for their input.

Input was received and a revised draft Unmet Needs list, including updated transit information as well as comments from the public, was considered by the E&D TAC at their April meeting. The E&D TAC made further revisions, in part to match Metro’s prioritization system and in response to proposed transit service reduction information presented at the same meeting.

The Draft List of Unmet Specialized Transportation and Transit Needs for 2010 includes the E/D TAC and METRO’s suggested amendments shown in underline/strike out format (Attachment 1). The Unmet Needs list is prioritized using high, medium and low rankings, and within the high category there are three levels, with H1 being the top priority.

This public hearing was advertised in local English and Spanish news papers, public service announcements were sent to both English and Spanish language radio stations and an enews bulletin was sent to E&D stakeholders. The Draft Unmet Needs List has been posted on the RTC website with a solicitation for comments since February.

Staff recommends that the Commission consider input on the Unmet Specialized Transportation and Transit Needs List and adopt the list, with amendments as appropriate, and consider the Unmet Needs list when funding is available.

SUMMARY

The Transportation Development Act (TDA) statutes requires that regional transportation planning agencies hold an annual unmet specialized transportation and transit needs process including extensive “reasonableness” analysis for those counties who allocate TDA funds to local streets and roads. Although the RTC does not allocate TDA funds to streets and roads, it has determined that the unmet needs process is a useful tool and conducts the process including holding a public hearing, to solicit broad community input. The initial draft unmet needs list was updated by the E/D TAC and input was solicited from other transportation providers, and relevant entities. The Draft Unmet Specialized Transportation and Transit Needs List for 2010 includes input from the E/D TAC, the public, and the Santa Cruz Metropolitan Transit District. Staff recommends adoption of the proposed list with revisions as appropriate.

Attachment 1:
Draft SCCRTC List of Unmet Specialized Transportation/Transit Needs for 2010

I:\E&DTAC\UNMET\2010\UnmetNeedsRTC-0610.doc
June 2010 DRAFT
Unmet Specialized Transportation/Transit Needs List

Comments should be submitted in person at the June 3, 2010 RTC public hearing to be held at 10:00 am at the Watsonville City Council Chambers. Please call the Santa Cruz County Regional Transportation Commission at 831.460-3200 for more information.

Changes from the last adopted Unmet Needs List are shown in underline/strikeout format. [The source of the requested amendment is noted in brackets.]

Prioritization:

H - High priority items are those items that fill a gap or absence of service. The Metro Transit District noted there are three levels of High priority with H1 being the top priority.

M - Medium priority items are items that supplement existing service.

L - Low priority items should become more specific and then be planned for, as funds are available.

General

1. H1 - Lack of fully accessible transit stops and safe travel paths between senior and/or disabled living areas, medical facilities, educational facilities, employment locations, retail centers, entertainment venues and/or bus stops (examples: Capitola Road and side streets, trailer park at Antionelli, Pleasant Care Santa Cruz County Nursing facility) [E&D TAC, public, updated to make current]

2. H2 - Expanded publicity necessary about existing specialized transportation services including ADA paratransit, non-ADA paratransit, Medi-Cal rides and mobility training for people to use regular fixed route buses [E&D TAC]

3. H2 - Shortage of transportation services for low-income children and their families, including a lack of transportation for people transitioning from welfare to work [E&D TAC]

4. H2 – Availability of accessible local taxi services for seniors and disabled persons [E&D TAC]

5. H2 - Lack of direct paratransit and accessible transit connections with neighboring counties — including Monterey (Pajaro), San Benito, Santa Clara and other points north [E&D TAC]

6. M – Expansion of the program currently in place in some jurisdictions to all jurisdictions in the county that requires homeowners to make improvements to sidewalks adjacent to their property when the property is sold

7. M - Amend local taxi ordinances to facilitate improved service to seniors and individuals with disabilities

Paratransit/Specialized Transportation

8. H1 - Lack of specialized transportation for all areas outside the ADA Paratransit service area, with special emphasis on priority destinations [E&D TAC]
9. **H1** - Need for coordinated and seamless-to-the-public system of specialized transportation with a Mobility Management Center (central information point, one stop shop) [E&D TAC]

10. **H1** – Lack of transportation for dialysis and other medical appointments [E&D TAC]

11. **H2** - Shortage of projected funding for all specialized transportation (including fixed route, ADA and non-ADA Paratransit) to meet the needs of the senior population expected to increase over the next 15 to 30 years [E&D TAC]

12. **M** - Shortage of programs and operating funds for 'same day' medical trips on paratransit

13. **M** - Shortage of programs and operating funds for ‘same day’ non-medical trips

14. **M** - Shortage of volunteer drivers in Santa Cruz County including for the Volunteer Center Transportation Program and the American Red Cross out-of-county medical ride program, particularly in south county [updated to make current]

15. **M** - Shortage of affordable special care trips and gurney vehicles for medically fragile individuals and those needing “bed to bed” transportation

16. **M** - Provide transportation for all senior meal sites in the county to meet unmet needs

17. **M** - Assure the availability of taxi scrip to meet need for “safety net” services

18. **L** - Need for the Consolidated Transportation Services Agency to acquire an improved operations and maintenance facility

19. **L** – Need for Ongoing provision of ADA Paratransit certification, provided by Metro, at group facilities

**Transit**

20. **H1** – Restore transit service to 2009 levels. [E&D TAC with input by Metro Staff]

21. **H1** - Complete MetroBase Facility Phase 1 and Phase 2 including Operations Building and Parking Structure.

22. **H13** - Restore service to Gault Street and La Posada, Blackburn Street (Santa Cruz), Independence Square (Watsonville), simultaneously with the restoration of service to senior residences and centers and areas of high density concentrations of mobility-challenged individuals. [E&D TAC]

23. **H1M** - Need to prioritize bus stop improvement and shelter replacement based on high usage by seniors and people with disabilities [E&D TAC]

24. **H2** - Redevelop Santa Cruz Metro Center as mixed use facility incorporating local transit service, regional transit service, paratransit service, intercity bus service, commercial office functions, passenger service facilities, parking facilities, and both market rate and affordable housing and potentially for child-care facilities.

25. **H12** - Funding to maintain existing services and facilities. [E&D TAC]

26. **H2** - Complete conversion of vehicles (revenue and non-revenue) to alternate fuels.

27. **H2** - Four (4) small fixed route replacement buses for rural service.
28. **H2**—Fourteen (14) full-sized fixed route replacement buses. *(new vans purchased, funded by the American Reinvestment and Recovery Act)* [Metro Staff]

29. **H2** - Replace thirty-four (34) paratransit vans with larger capacity minibuses.

30. **H2** - Identify and obtain funding to support the future levels of paratransit service that will be required.

31. **H2**—Revise and improve web site to enhance effectiveness and visibility. *(new website launched March 2010)* [Metro Staff]

32. **H2** - Increased frequencies for Route 71 evening service: 2x an hour until 9PM vs. 7PM.

33. **H2** - Acquire and develop permanent operation and maintenance facility for ParaCruz to accommodate increased fleet size and growth in future service.

34. **H2** - Replace thirty (30) 1998 fixed route buses.

35. **H3** - Implement “yield to bus” program to improve travel times.

36. **H3** - Extend highway 17 service to Watsonville.

37. **H3** - Add AM/PM and weekend Route 79 service.

38. **H3** - Purchase Automated Vehicle Location/Passenger (AVL) Counting System.

39. **H3** - Installation of Transponders on all buses for Preemptive Signal Control on major corridors improving traffic flow, reducing travel time, and improving on-time performance.

40. **H3** - Increase weekend Hwy 17 service frequencies.

41. **H3** - Add early morning Route 70 service to Cabrillo College.

42. **H3** - Additional night UCSC service, including Route 20.

43. **H3** - Extension of Highway 17/Amtrak service to UCSC at key times.

44. **H3** - East/West Express service to UCSC and Cabrillo and from Watsonville on 69W.

45. **H3** - Express service between San Lorenzo Valley and both UCSC and Cabrillo College.

46. **H3** - Expanded service between UCSC and Westside University activity centers such as Long Marine Lab, Wrigley building offices, Texas Instruments building offices.

47. **H3** - Service from the UC Inn to UCSC.

48. **H3** - Expanded service to new residential and commercial areas in Watsonville.

49. **H3** - Continue to improve bus stops to be ADA accessible.

50. **H3**—Purchase Smart Card Fare Collection System, coordinated with Monterey-Salinas Transit, to allow persons with lower incomes to take advantage of multi-ride purchase discounts. *(funded by grants and the American Reinvestment and Recovery Act, activation expected in FY 10/11)* [Metro Staff]

51. **H3** - Route 66 using 7th Avenue inbound and outbound (between Capitola Road and Soquel Avenue).
52. **H3** - Add early morning Route 35 service.

53. **H3** - Implement circulator service in Santa Cruz, Watsonville, Capitola, and Scotts Valley.

54. **H3** - Service from Santa Cruz County to Los Gatos.

55. **H3** - Expanded bicycle capacity and access on the fixed route system by promoting the Folding Bikes in Buses Program to complement the recently-installed 3-position bike racks on all fixed route service.

56. **H3** - Increase window of service on Route 4.

57. **H3** - Equip ParaCruz Vehicles with Mobile Data Terminals (MDT) for improved manifest display, immediate additions/deletions/confirmations to trips, improved communication and tracking.

58. **H** - Continued need for transit to unserved low income and senior housing areas in south county (examples: Stonecreek Apartments in Watsonville and the San Andreas Migrant Labor Camp)

59. **H/M** – Bus and ParaCruz service on all holidays

60. **M** - Expanded evening and late night service on major fixed routes to improve service accessibility.

61. **M** – Implement automated "Reminder" phone call system for ParaCruz to remind riders of scheduled trip in advance, reducing "missed trips" and improve efficiency. *(funded by New Freedom funds and currently operating)* [Metro Staff]

62. **M** – Web-based Trip Planner for fixed route bus service to improve customer trip planning capability via computer. *(currently in operation on Metro website via Google Transit)* [Metro Staff]

63. **M** - Automated phone-based trip planning providing Metro route information and or trip planning coordination via telephone and voice activated menu.

64. **M** - Install bus shelters at high usage stops.

65. **M** - 30-minute peak frequencies on collector and arterial routes.

66. **M** - Braille and raised numbers on bus signage at bus stops indicating which bus routes are being offered at each stop.

67. **L** - Install audio and video surveillance system for all buses.

68. **L** - Bi-directional service on local Watsonville and Aptos/Rio Del Mar routes. *[public]*

69. **L** - Fare free service to students under the age of 13.
AGENDA: June 3, 2010

TO: Regional Transportation Commission (RTC)
FROM: Daniel Nikuna, Fiscal Officer & Rachel Moriconi, Senior Transportation Planner
RE: FY2010-11 Transportation Development Act (TDA) Claim from the RTC for Administration, Planning and Operations

RECOMMENDATIONS

Staff recommends that the Regional Transportation Commission (RTC) approve the attached Article 3 and Article 8 Transportation Development Act (TDA) claims (Attachment 1) as follows:

1. Adopting resolution (Attachment 2) for $431,995 in FY2010-11 Article 3 TDA funds for RTC administration services; and
2. Adopting resolution (Attachment 3) for $374,320 in FY2010-11 Article 8 TDA funds for RTC planning services.

BACKGROUND

Each year, consistent with the RTC’s Rules and Regulations and the Transportation Development Act (TDA), the Regional Transportation Commission (RTC) must submit a claim for TDA funds for RTC administration and planning. Also, the RTC must approve a resolution based on this claim (Attachments 2 and 3) in order to access the funds.

DISCUSSION

Attached is a claim in the amount of $806,315 (Attachment 1) for Transportation Development Act funds for administration and planning services in FY2010-11. This claim reflects funds allocated to the RTC based on the Auditor Controller’s revenues estimate in FY2010-11. Any future changes to the current estimate will be reflected in subsequent budget amendments. The claim is consistent with the previously approved March 4, 2010 FY2010-11 RTC budget.

SUMMARY

In order to access funds for the operations of RTC programs in FY2010-11, approval of the attached claim and resolutions is needed.

Attachments:
1. SCCRTC Article 3 and Article 8 Claim
2. Resolution Approving Article 3 Claim for Administration
3. Resolution Approving Article 8 Claim for Planning
June 3, 2010

Santa Cruz County Regional Transportation Commission
1523 Pacific Avenue
Santa Cruz, CA 95060

RE: FY2010-11 CLAIM FOR FUNDS FOR ADMINISTRATION AND PLANNING SERVICES

Members of the Regional Transportation Commission:

This letter constitutes a claim of the Santa Cruz County Regional Transportation Commission for Transportation Development Act Article 3 and Article 8 funds for the purpose of providing transportation planning and administrative services, as outlined in the Regional Transportation Commission’s FY2010-11 work program and the Commission’s Rules and Regulations.

The amounts requested under each fund source are:

| Article 3 – TDA Administration | $431,995 |
| Article 8 – TDA Planning      | $374,320 |
| **TOTAL**                     | **$806,315** |

This claim is consistent with the Commission’s FY2010-11 budget as adopted on June 3, 2010.

Sincerely,

[Signature]

Daniel Nikuna
Fiscal Officer

Cc: RTC Fiscal

\Rtserv2\shared\RTC\TC2010\TCD0610\FY2010RTCTDACLaim\FY2011TDACLaimAttachment1.doc
Transportation Development Act (TDA) – Local Transportation Funds CLAIM FORM

This form has been developed in an effort to standardize information required from TDA recipients, based on TDA Statute, RTC Rules and Regulations, and/or RTC board requests.
If you have any questions about this claim form or would like an electronic copy of the form, please contact the Santa Cruz County Regional Transportation Commission at 460-3200.

**Project Information**

1. Project Title: **RTC TDA Planning** and **RTC TDA Administration**

2. Implementing Agency: **SCCRTC**

3. Sponsoring Agency (if different) – must be a TDA Eligible Claimant: SCCRTC

4. Article 3 TDA Administration funding requested this claim: **$431,955**
   Article 8 TDA Planning funding requested this claim: **$374,320**

5. Fiscal Year (FY) for which funds are claimed: **FY 2010/2011**

6. General purpose for which the claim is made, identified by the article and section of the TDA which authorizes such claims: **☑ Article 3 & 8 TDA Administration and Planning**

7. Contact Person/Project Manager
   Name: Daniel Nikuna, Fiscal Officer; Telephone Number: (831) 460-3200
   Secondary Contact (in event primary not available): Rachel Moriconi
   Telephone Number: (831) 460-3203 E-mail: rmoriconi@scrtc.org

8. Project/Program Description/Scope (use additional pages, if needed, to provide details such as work elements/tasks.

   **TDA-Administration:** This task involves maintaining day-to-day operations of the Regional Transportation Commission (RTC) and implementation of the claims process for TDA funds, including:
   - Implement fiscal, personnel and administrative functions for Commission operations – including staff hiring and performance evaluations; fiscal, personnel and administrative policies, procedures and systems
   - Manage Transportation Development Act (TDA) funds (Local Transportation Fund and State Transit Assistance) and claim process
   - Manage, distribute and monitor other transportation funds that flow through the RTC budget
   - Provide staff support to the Budget and Administration/Personnel Committee
   - Produce and distribute an annual report
   - TDA Fiscal Audits and Internal Financial Statements
   - TDA Triennial Performance Audit
   - Unmet Transit Needs Assessment and public hearing

   **TDA-Planning:** These funds are used on the following planning projects. Additional information on these projects and programs is available in the RTC Overall Work Program.
   - Legislative tracking
   - Plan Coordination – includes Interagency Technical Advisory Committee meetings
   - Land Use/Transportation Coordination – includes development review
   - Bicycle/Pedestrian Planning – including Bike to Work, Bikes Secure, Bicycle Committee
   - Monterey Bay Sanctuary Scenic Trail (MBSST) Network
   - Specialized Transportation – includes Elderly/Disabled Transportation Advisory Committee
• Regional Transportation Plan
• Transportation Monitoring - includes data collection
• Transportation System Management
• Transportation Improvement Program
• Highway and Roadway Planning
• Analysis and development of Potential New Transportation Funding Sources

9. Project Location/Limits (attach a map and/or photos if available/applicable, include street names): Santa Cruz County – RTC

10. Justification for the project. (Why is this project needed? Primary goal/purpose of the project; problem to be addressed; project benefits; importance to the community)

These funds are needed to implement the multimodal programs and projects overseen by the RTC and to ensure funds to other entities are used efficiently and effectively, as well as to meet the obligations and responsibilities of the RTC as the Transportation Planning Agency established per TDA statutes under California Government Code Section 29532.1f.

11. Project Goals:
   • Measures of performance, success or completion to be used to evaluate project/program (ex. increase use of facility/service, decrease collisions, etc.):
     Ongoing review of budget and operations by RTC and public; annual reports of RTC projects and programs showing accomplishments; quarterly reports on the Overall Work Program (OWP); TDA audits.
   • Number of people to be served/anticipated number of users of project/program (ex. number of new or maintained bike miles; number of people served/rides provided):
     The RTC serves all the residents of Santa Cruz County through planning, project development and project implementation covering the entire region.

12. Consistency and relationship with the Regional Transportation Plan (RTP) - Is program/project listed in the RTP and/or consistent with a specific RTP Goal/Policy? Yes – consistent with the following:
   • Goal 1. Preserve and Maintain the Existing Transportation System
   • Goal 2. Increase Mobility by Providing an Improved and Integrated Multi-Modal Transportation System
   • Goal 3. Coordinate land use and transportation decisions
   • Goal 4. Ensure transportation system complements and enhances the natural environment and reduce greenhouse gas emissions
   • Goal 5. Make the most efficient use of limited transportation financial resources.
   • Goal 6. Solicit broad public input

13. Impact(s) of project on other modes of travel, if any (ex. parking to be removed): NA

14. Estimated Project Cost/Budget, including other funding sources, and Schedule:
What is the total project cost? Administration: $555,500; Planning: $1,653,310 (3/10 Budget)
Is project fully funded? Yes
What will TDA funds be used on (ex. administration, brochures, engineering, construction)?
• Administration & Planning

15. Preferred Method and Schedule for TDA fund distribution: Biannually in two equal installments
16. TDA Eligibility:

<table>
<thead>
<tr>
<th>A. Has the project/program been approved by the claimant's governing body? Attach resolution to claim. (If &quot;NO,&quot; provide the approximate date approval is anticipated.)</th>
<th>YES/NO?</th>
</tr>
</thead>
<tbody>
<tr>
<td>B. Has this project previously received TDA funding?</td>
<td>YES</td>
</tr>
<tr>
<td>C. For capital projects, have provisions been made by the claimant to maintain the project or facility, or has the claimant arranged for such maintenance by another agency? (If an agency other than the Claimant is to maintain the facility provide its name: ________________________________ )</td>
<td>NA</td>
</tr>
<tr>
<td>D. Bike, Ped, and Specialized Transportation Claims: Has the project already been reviewed by the RTC Bicycle Committee and/or Elderly/Disabled Transportation Advisory Committee?</td>
<td>NA</td>
</tr>
</tbody>
</table>

17. Goals for next fiscal year (ex. identify opportunities to maximize economies of scale). Describe any areas where special efforts will be made to improve efficiency and increase program usage/ridership:

**Administration**
- Continue to implement administrative and personnel changes to improve the efficiency and effectiveness of Commission operations
- Develop policies, procedures and systems as needed to ensure effective and efficient operation of SCCRTC as independent agency
- Review and revise SCCRTC Rules and Regulations as needed
- Cost Allocation Plan (by end of fiscal year)
- Implement, as appropriate, recommendations of the Triennial Performance Audit
- Implement a new payroll system
- Monitor grants and revenues
- Prepare budget and amendments, and manage cash flow
- Complete the 2010 triennial performance audit

**Planning**
- Participate in statewide efforts to authorize federal transportation funding and ensure that California and its regional agencies receive their fair share of federal transportation funds
- Monitor and participate in efforts at the federal, state and local level related to global warming
- Coordinate with AMBAG to develop a Regional Blueprint Plan for the Monterey Bay region which reflects the goals and policies of the Regional Transportation Plan (RTP) and the priorities of the SCCRTC and its member agencies
- Develop and implement public participation programs for major projects
- Produce and distribute RTC agency reports and/or project fact sheets
- Provide user friendly visual elements in outreach materials
- Set and implement design standards to achieve a consistent look and image for Commission materials and website
- Develop and adopt a Master Plan for the Coastal Trail Network including the Monterey Bay Sanctuary Scenic Trail in Santa Cruz County
- Update the Guide for Specialized Transportation
- Outreach, distribution and Processing of the Pedestrian Access Report
- Coordinate with AMBAG, TAMC, SCMTD and Caltrans on Development of RTP updates
- Continue working with AMBAG and the Transportation Agency for Monterey County (TAMC) on coordinated and/or joint traffic counting services and/or reporting
- Research feasibility of establishing a 511 multi-modal travel information system
- Program state and federal funds as they become available
- Monitor state and local highway projects

18. List the recommendations provided in your last Triennial Performance Audit and your progress toward meeting them. Describe the work your agency has undertaken to implement each performance audit
recommendation and the steps it will take to fully implement the recommendation. For any recommendations that have not been implemented, explain why the recommendation has not been implemented and describe the work your agency will undertake to implement each performance audit recommendation. Describe any problems encountered in implementing individual recommendations.

Performance Audit Recommendations to the SCCRTC:

R1. Establish a process to review the SCMTD’s operation for review and implementation of potential changes which would make the operation more efficient as required by PUC Section 99244.
   ▪ RTC implements a process consistent with PUC Section 99244 which includes review of the Short Range Transit Plan prepared by SCMTD, review of the transit operator by the Social Services Transportation Advisory Committee (SSTAC) and review of SCMTD’s claims for TDA funds.
   ▪ New claim form developed

R2. Ensure all future Triennial Performance Audits include the paratransit function regardless of contractual approach
   ▪ In the future the paratransit services will be included in the triennial performance audits regardless of contractual approach.
   ▪ New Claim Form to standardize review of Community Bridges and the Volunteer Center claims.
   ▪ The scope of work for future audits will be more detailed regarding the expectations of the auditor with regards to meetings with RTC and SCMTD Board members and staff.

R3. Complete a Coordinated Human Services Transportation Plan for the County of Santa Cruz to coordinate and optimize specialized transportation services
   ▪ RTC worked with Santa Cruz METRO, AMBAG, and other entities to develop the Coordinated Public Transit-Human Services Transportation Plan

R4. Complete a Classification and Compensation Study of RTC staff which compares technical staff with like-peers.
   ▪ The RTC has agreed to conduct a classification and compensation study as part of future labor negotiations.

R5. Assess the need for continuing both the RTC’s “regular” commission meetings and the Transportation Policy Workshop (TPW) Committee’s meetings. There appears to be cross-over between the two, and the administrative effort associated impacts RTC program implementation.
   ▪ If a TPW meeting is not necessary it is canceled. TPW meetings are used to provide more in depth information on an issue and foster discussion of that issue.

Local Agency Certification:

This TDA Claim has been prepared in accordance with the SCCRTC’s Budget, SCCRTC’s Rules and Regulations, and Caltrans TDA Guidebook (http://www.dot.ca.gov/hq/MassTrans/State-TDA.html). I certify that the information provided in this form is accurate and correct. I understand that if the required information has not been provided this form may be returned and the funding allocation may be delayed.

Signature _____________________________ Title:_Senior Transportation Planner  Date:_____________
Transportation Development Act (TDA) – Local Transportation Funds CLAIM FORM

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<tbody>
<tr>
<td>A. Has the project/program been approved by the claimant's governing body? Attach resolution to claim. (If &quot;NO,&quot; provide the approximate date approval is anticipated.)</td>
<td>YES, RTC budget</td>
</tr>
<tr>
<td>B. Has this project previously received TDA funding?</td>
<td>YES</td>
</tr>
<tr>
<td>C. For capital projects, have provisions been made by the claimant to maintain the project or facility, or has the claimant arranged for such maintenance by another agency? (If an agency other than the Claimant is to maintain the facility provide its name: ________________________________ )</td>
<td>NA</td>
</tr>
<tr>
<td>D. Bike, Ped, and Specialized Transportation Claims: Has the project already been reviewed by the RTC Bicycle Committee and/or Elderly/Disabled Transportation Advisory Committee?</td>
<td>NA</td>
</tr>
</tbody>
</table>

17. Goals for next fiscal year (ex. identify opportunities to maximize economies of scale). Describe any areas where special efforts will be made to improve efficiency and increase program usage/ridership:

**Administration**
- Continue to implement administrative and personnel changes to improve the efficiency and effectiveness of Commission operations
- Develop policies, procedures and systems as needed to ensure effective and efficient operation of SCCRTC as independent agency
- Review and revise SCCRTC Rules and Regulations as needed
- Cost Allocation Plan (by end of fiscal year)
- Implement, as appropriate, recommendations of the Triennial Performance Audit
- Implement a new payroll system
- Monitor grants and revenues
- Prepare budget and amendments, and manage cash flow
- Complete the 2010 triennial performance audit

**Planning**
- Participate in statewide efforts to authorize federal transportation funding and ensure that California and its regional agencies receive their fair share of federal transportation funds
- Monitor and participate in efforts at the federal, state and local level related to global warming
- Coordinate with AMBAG to develop a Regional Blueprint Plan for the Monterey Bay region which reflects the goals and policies of the Regional Transportation Plan (RTP) and the priorities of the SCCRTC and its member agencies
- Develop and implement public participation programs for major projects
- Produce and distribute RTC agency reports and/or project fact sheets
- Provide user friendly visual elements in outreach materials
- Set and implement design standards to achieve a consistent look and image for Commission materials and website
- Develop and adopt a Master Plan for the Coastal Trail Network including the Monterey Bay Sanctuary Scenic Trail in Santa Cruz County
- Update the Guide for Specialized Transportation
- Outreach, distribution and Processing of the Pedestrian Access Report
- Coordinate with AMBAG, TAMC, SCMTD and Caltrans on Development of RTP updates
- Continue working with AMBAG and the Transportation Agency for Monterey County (TAMC) on coordinated and/or joint traffic counting services and/or reporting
- Research feasibility of establishing a 511 multi-modal travel information system
- Program state and federal funds as they become available
- Monitor state and local highway projects

18. List the recommendations provided in your last Triennial Performance Audit and your progress toward meeting them. Describe the work your agency has undertaken to implement each performance audit
recommendation and the steps it will take to fully implement the recommendation. For any recommendations that have not been implemented, explain why the recommendation has not been implemented and describe the work your agency will undertake to implement each performance audit recommendation. Describe any problems encountered in implementing individual recommendations.

Performance Audit Recommendations to the SCCRTC:

R1. Establish a process to review the SCMTD’s operation for review and implementation of potential changes which would make the operation more efficient as required by PUC Section 99244.
   ▪ RTC implements a process consistent with PUC Section 99244 which includes review of the Short Range Transit Plan prepared by SCMTD, review of the transit operator by the Social Services Transportation Advisory Committee (SSTAC) and review of SCMTD’s claims for TDA funds.
   ▪ New claim form developed

R2. Ensure all future Triennial Performance Audits include the paratransit function regardless of contractual approach
   ▪ In the future the paratransit services will be included in the triennial performance audits regardless of contractual approach.
   ▪ New Claim Form to standardize review of Community Bridges and the Volunteer Center claims.
   ▪ The scope of work for future audits will be more detailed regarding the expectations of the auditor with regards to meetings with RTC and SCMTD Board members and staff.

R3. Complete a Coordinated Human Services Transportation Plan for the County of Santa Cruz to coordinate and optimize specialized transportation services
   ▪ RTC worked with Santa Cruz METRO, AMBAG, and other entities to develop the Coordinated Public Transit-Human Services Transportation Plan

R4. Complete a Classification and Compensation Study of RTC staff which compares technical staff with like-peers.
   ▪ The RTC has agreed to conduct a classification and compensation study as part of future labor negotiations.

R5. Assess the need for continuing both the RTC’s “regular” commission meetings and the Transportation Policy Workshop (TPW) Committee’s meetings. There appears to be cross-over between the two, and the administrative effort associated impacts RTC program implementation.
   ▪ If a TPW meeting is not necessary it is canceled. TPW meetings are used to provide more in depth information on an issue and foster discussion of that issue.

Local Agency Certification:

This TDA Claim has been prepared in accordance with the SCCRTC’s Budget, SCCRTC’s Rules and Regulations, and Caltrans TDA Guidebook (http://www.dot.ca.gov/hq/MassTrans/State-TDA.html). I certify that the information provided in this form is accurate and correct. I understand that if the required information has not been provided this form may be returned and the funding allocation may be delayed.

Signature _____________________________ Title:_Senior Transportation Planner  Date:_____________
RESOLUTION NO.

Adopted by the Santa Cruz County Regional Transportation Commission

on the date of June 3, 2010
on the motion of Commissioner
duly seconded by Commissioner

A RESOLUTION APPROVING CLAIM UNDER ARTICLE 3 FOR ADMINISTRATION SERVICES BY THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR FY 2010-11

BE IT RESOLVED BY THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION:

1. Under PUC Section 99233.1, a claim from the Santa Cruz County Regional Transportation Commission for Transportation Development Act Administration is approved in the amount of $431,995.

AYES: COMMISSIONERS

NOES: COMMISSIONERS

ABSENT: COMMISSIONERS

ABSTAIN: COMMISSIONERS

______________________________
Randy Johnson, Chair

ATTEST:

______________________________
George Condero, Secretary

Distribution: SCCRTC Fiscal

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28-9
RESOLUTION NO.

Adopted by the Santa Cruz County Regional Transportation Commission

on the date of June 3, 2010
on the motion of Commissioner
duly seconded by Commissioner

A RESOLUTION APPROVING CLAIM UNDER ARTICLE 8 FOR PLANNING SERVICES
BY THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION
COMMISSION FOR FY 2010-11

BE IT RESOLVED BY THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION
COMMISSION:

1. Under PUC Sections 99233.2, 99233.9 and 99402, a claim from the
   SCCRTC for planning services to accomplish the Commission’s FY 2010-11 work
   program is approved in the amount of $374,320.

AYES: COMMISSIONERS

NOES: COMMISSIONERS

ABSENT: COMMISSIONERS

ABSTAIN: COMMISSIONERS

____________________________
Randy Johnson, Chair

ATTEST:

____________________________
George Dondero, Secretary

Distribution: SCCRTC Fiscal

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28-11
TO: Regional Transportation Commission

FROM: Rachel Moriconi, Senior Transportation Planner

RE: Certification of the Final Supplemental Environmental Impact Report (FSEIR) and Adoption of the 2010 Regional Transportation Plan (RTP)

RECOMMENDATIONS

Staff recommends that the Regional Transportation Commission (RTC) adopt a resolution (Attachment 1) to:

a. Certify the Final Supplemental Environmental Impact Report for the 2010 Santa Cruz County Regional Transportation Plan as compliant with the California Environmental Quality Act (CEQA);

b. Accept the Findings of the EIR, adopt a “Statement of Overriding Considerations” for significant environmental impacts identified in the EIR, and adopt a Mitigation Monitoring Program; and

c. Adopt the 2010 Santa Cruz County Regional Transportation Plan.

BACKGROUND

As required by the state, the RTC has prepared an update of the Regional Transportation Plan (RTP). This minor update describes the existing transportation system, forecasts the amount of funding anticipated for transportation projects over the next 25 years, identifies transportation programs and projects to address the region’s needs, and includes a preliminary discussion of strategies to address greenhouse gas emissions. Projects identified in the RTP include improvements to local roadways, highways, bicycle and pedestrian facilities, transit service, rail, specialized transportation for seniors and people with disabilities, park and ride lot construction and transportation demand management programs.

The Santa Cruz County Regional Transportation Commission’s draft 2010 Regional Transportation Plan (RTP) and the draft Supplemental Environmental Impact Report (SEIR) were released for public review on March 1, 2010. Comments on the draft documents were due April 19, 2010. The Commission held a public hearing on the draft documents on April 1, 2010. The RTC reviewed comments received and changes for the final document on May 6, 2010.

DISCUSSION

The Environmental Impact Report

The Environmental Impact Report (EIR) for the Regional Transportation Plan is a program level environmental analysis that supplements the Environmental Impact Report prepared for the 2005 plan.
It serves as the EIR for the 2010 Santa Cruz County RTP, the Transportation Agency for Monterey County’s (TAMC) Monterey County RTP, San Benito Council of Governments’ San Benito County RTP, and the Association of Monterey Bay Area Governments’ (AMBAG) 2010 Metropolitan Transportation Plan (MTP). The document was prepared by an environmental consulting firm.

Before adopting the Santa Cruz County Regional Transportation Plan (RTP), the Commission must consider the findings in the EIR. While AMBAG is the EIR lead agency for the purposes of CEQA, since the document also serves as the CEQA document for the Santa Cruz County RTP, staff recommends that the RTC certify that the document was prepared in compliance with CEQA and adopt a “Statement of Overriding Considerations” for the potentially significant environmental impacts identified in the EIR.

The Final EIR

The Final SEIR (Attachment 2 - distributed separately to Commissioners) is comprised of the Draft SEIR (by reference); copies of comments on the EIR that were received during the public review period for the Draft SEIR; responses to those comments (prepared by the environmental consultant); and revisions to the Draft SEIR. The responses to comments were distributed to commentors in early May. All of these documents comprise the Final SEIR (FSEIR) and can be found on the RTC website (http://www.sccrtc.org/rtp.html).

Findings and Statement of Overriding Consideration

The EIR finds several significant and unavoidable impacts that implementation of transportation plans might have on the environment. Because of the programmatic nature of the MTP and RTPs, the scope of projects included in the Final SEIR remain somewhat undefined until these projects are further developed and subjected to further CEQA analysis. These possible impacts include:

- Adverse Effects on Scenic Vistas
- Damage to Scenic Resources
- Degradation of Visual Character
- Conversion of Prime Farmland, Unique Farmland and Farmland of Statewide Importance
- Potential Conflicts with Williamson Act Contracts
- Fragmentation of Agricultural Lands and Changes in Land Uses Adjacent to Agricultural Lands
- Toxic Air Contaminant Emissions
- Increased Exposure to Diesel Exhaust Fumes
- Secondary Effects of Sea Level Rise
- Modification of Habitat
- Modification of Riparian Areas/Wetlands
- Interference with Wildlife Movement
- Conflicts with Protective Ordinances and Policies
- Increased Impervious Surface/Storm Water Runoff
- Conflict with Land Use Plans/Policies/Regulations
Increased Noise Related to Increased Traffic Volumes
Increased Noise Levels Along Rail Corridors
Indirect Growth Inducement
Deterioration in Traffic Operations
Temporary Increase in Traffic Congestion during Construction;

Many of these impacts will likely be mitigated for specific projects, and may only apply to one project in the tri-county region. However, because the feasibility of mitigation cannot be determined for specific projects at this time, some of the effects of 2010 RTP implementation are considered significant and unavoidable. When balanced against the benefits of the plan, these impacts are taken into consideration and benefits are considered to outweigh the potential impacts. Consequently, staff recommends that the RTC adopt a “Statement of Overriding Consideration” which has been incorporated within the adopting resolution.

Mitigating Environmental Impacts of the RTP

In an effort to minimize the environmental impacts of the types of projects included the RTPs and MTP, the EIR identifies a variety of mitigation measures. Those mitigations are compiled into a Mitigation Monitoring Program (MMP) prepared by the environmental consultant. While the Commission does not have the authority to impose the mitigation measures on all the specific projects and programs listed in the RTP, the agencies responsible for implementing individual projects will be encouraged to incorporate those mitigation measures into their projects prior to final construction or implementation.

Regional Transportation Plan

The RTP describes the existing transportation system, forecasts the amount of funding anticipated for transportation projects over the next 25 years, identifies transportation programs and projects to address the region’s needs, and includes a preliminary discussion of strategies to address greenhouse gas emissions. Changes have been made to the document based on comments received and additional staff review of the draft RTP.

Staff recommends that the Regional Transportation Commission review and consider the findings of the Final EIR, and, as part of the adopting resolution (Attachment 1), certify that the Final EIR has been completed in compliance with CEQA, adopt the Statement of Overriding Considerations, adopt the Mitigation Monitoring Program and adopt the RTP.

Next Steps

Following Commission action, staff will input any final changes, reprint, and distribute the adopted RTP and EIR to the state, partner agencies, Commissioners, and libraries. The final documents will also be posted on the SCCRTC website.

The Association of Monterey Bay Area Governments (AMBAG) is scheduled to adopt the federally-mandated Metropolitan Transportation Plan (MTP), which incorporates the RTP, at its June 9, 2010 meeting.
SUMMARY

The RTC has prepared a 2010 Santa Cruz County Regional Transportation Plan which identifies long-range funding and transportation needs for the region. Staff recommends that the Regional Transportation Commission adopt a resolution (Attachment 1) certifying the SEIR and adopting the 2010 RTP.

Attachments:
1. Resolution
3. Recommended Final RTP* - www.sccrtc.org/rtp.html

*Note on Attachments: In an effort to reduce paper use, the Final Supplemental Environmental Impact Report, Mitigation Monitoring Program, and proposed final 2010 Santa Cruz County Regional Transportation Plan were only distributed to Commissioners. The documents are available for review at the Commission’s office (1523 Pacific Avenue, Santa Cruz) and online at www.sccrtc.org/rtp.html.
RESOLUTION NO.

Adopted by the Santa Cruz County Regional Transportation Commission on the date of June 3, 2010 on the motion of Commissioner duly seconded by Commissioner

A RESOLUTION CERTIFYING THE SUPPLEMENTAL ENVIRONMENTAL IMPACT REPORT, ADOPTING FINDINGS AND STATEMENT OF OVERRIDING CONSIDERATIONS, AND ADOPTING THE 2010 SANTA CRUZ COUNTY REGIONAL TRANSPORTATION PLAN

WHEREAS, the Santa Cruz County Regional Transportation Commission (SCCRTC), as the state-designated Regional Transportation Planning Agency, is required to prepare and periodically update a long-range Regional Transportation Plan (RTP) for Santa Cruz County pursuant to State law;

WHEREAS, the Commission has prepared a 2010 Santa Cruz County Regional Transportation Plan which describes policies, financial projections, and programs and projects to be implemented by the Commission, local jurisdictions, and local, state and regional agencies through 2035;

WHEREAS, these policies, financial projections, and actions have been developed consistent with state and federal guidelines;

WHEREAS, the program-level Final Supplemental Environmental Impact Report (SEIR) for the Monterey Bay Area Metropolitan Transportation Plan, including the Santa Cruz County RTP, identifies, in general terms, the possible significant or potentially significant environmental effects of the RTP on a regional, system-wide basis;

WHEREAS, the Commission acknowledges that the future implementation of specific programs and projects included within the adopted RTP might result in significant or potentially significant environmental impacts, as identified on a regional, system-wide basis in the EIR;

WHEREAS, the nature of the action being taken would not, in and of itself, directly cause any of the significant environmental impacts noted, since the action of adopting the RTP alone does not enable programs and projects to proceed;

WHEREAS, the EIR assessed the environmental impacts of the financially constrained Action Element and the following alternatives: a No-Build, a Financially Constrained - No New Revenues; an Unconstrained - unlimited revenues alternative; and a conceptual Greenhouse Gas Reduction scenario;
WHEREAS, the EIR reports that the greenhouse gas reduction scenario is the environmentally superior alternative, yet is not fully defined;

WHEREAS, although the No-Build Alternative is also environmental superior to the other scenarios, the no-build alternative would not pursue the goals and strategies of the 2010 RTP and would provide the least efficient and most congested transportation system of all alternatives considered;

WHEREAS, although the Financially Constrained – No New Revenues Alternative has the type and magnitude of benefits and impacts associated with the financially constrained Action Element of the RTP, delays in project implementation will have greater negative effects on regional traffic congestion, related air quality benefits, and project cost increases;

WHEREAS, the Financially Unconstrained Alternative, despite offering enhanced opportunity to further the Commission’s adopted goals and strategies, is neither economically nor environmentally feasible;

WHEREAS, the Commission selects the Financially Constrained Element for adoption as the RTP;

WHEREAS, the EIR reports that the following potential impacts related to implementation of some of the projects of this Financially Constrained Action Element may not be subject to feasible mitigation:

IMPACT 3.1.1: Substantial Adverse Effects on Scenic Vistas
IMPACT 3.1.2: Substantial Damage to Scenic Resources
IMPACT 3.1.3: Substantial Degradation of Visual Character
IMPACT 3.2.1: Conversion of Prime Farmland, Unique Farmland and Farmland of Statewide Importance
IMPACT 3.2.3: Potential Conflicts with Williamson Act Contracts
IMPACT 3.2.4: Fragmentation of Agricultural Lands and Changes in Land Uses Adjacent to Agricultural Lands
IMPACT 3.3.3: Toxic Air Contaminant Emissions
IMPACT 3.3.4: Increased Exposure to Diesel Exhaust Fumes
IMPACT 3.3.7: Secondary Effect of Sea Level Rise
IMPACT 3.4.1: Modification of Habitat
IMPACT 3.4.2: Modification of Riparian Areas/Wetlands
IMPACT 3.4.3: Interference with Wildlife Movement
IMPACT 3.4.4: Conflicts with Protective Ordinances and Policies
IMPACT 3.8.3: Increased Impervious Surface/Storm Water Runoff
IMPACT 3.9.2: Conflict with Land Use Plans/Policies/Regulations
IMPACT 3.11.1: Increased Noise Related to Increased Traffic
Volumes
IMPACT 3.11.2: Increased Noise Levels Along Rail Corridors
IMPACT 3.12.1: Indirect Growth Inducement
IMPACT 3.15.1: Deterioration in Traffic Operations
IMPACT 3.15.2: Temporary Increase in Traffic Congestion during Construction;

WHEREAS, the Monterey Bay region meets Federal Air Quality Attainment Standards and is therefore exempt from a conformity analysis; and

WHEREAS, the required consultation with other agencies was conducted and adequate opportunity for public review and comment was provided, in accordance with state and federal law;

WHEREAS, the Regional Transportation Plan and EIR have been widely circulated and reviewed by RTC advisory committees representing project sponsors and transportation stakeholders; representatives of State and Federal governmental agencies; representatives of special interest groups; representatives of the private business sector; and residents of Santa Cruz County consistent with the region’s public participation plan;

WHEREAS, a public hearing was conducted on April 1, 2010 to hear and consider comments on the 2010 RTP and corresponding Environmental Impact Report;

NOW BE IT RESOLVED BY THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION:

1. The Commission does hereby accept and certify that:

   a. The Final SEIR for the 2010 Monterey Bay Metropolitan Transportation Plan, consisting of the Santa Cruz County Regional Transportation Plan, which includes the Draft EIR (by reference), response to comments, and a list of revisions, has been completed in compliance with CEQA;

   b. The Final SEIR was reviewed and considered by the Commission, as the decision-making body, and found it adequate and complete;

   c. The Final SEIR represents the SCCRTC’s independent judgment and analysis;

2. The Commission hereby adopts the following Statement of Overriding Considerations:

   a. The Regional Transportation Plan update is required by state law;
b. The RTP is needed to preserve and maintain the existing transportation system;

c. Transportation projects included in the RTP are needed for the purpose of increasing public safety and efficiency of moving people and goods;

d. Transportation projects included in the RTP are needed to increase mobility by providing an improved and integrated multi-modal transportation system;

e. The RTP is needed to coordinate land use and transportation decisions to ensure that the region’s social, cultural, and economic vitality is sustained for current and future generations;

f. The RTP is needed to make the most efficient use of limited transportation funds;

g. The RTP is needed as the appropriate forum to coordinate local and regional transportation plans, projects and funding;

h. The RTP update reflects extensive public input supporting the need for various transportation facilities;

i. Many of the potential significant and unavoidable impacts of the Financially Constrained Action Element adoption will likely be mitigated for specific projects, and may only apply to one project in the tri-county region. However, because the feasibility of mitigation cannot be determined for specific projects at this time, some of the effects of 2010 RTP implementation are considered significant and unavoidable;

j. The potential significant and unavoidable impacts of the Financially Constrained Action Element adoption are acceptable when weighed against the safety, congestion reduction, multi-modal transportation needs, identified community priorities and other benefits resulting from the RTP, also finding that these overriding considerations apply to the selection of the Financially Constrained Action Element over the No-Build, Financially Constrained - No New Revenues and Financially Unconstrained Alternatives and further also recognizing that individual implementing agencies, when they review specific projects for implementation, may have to make findings of overriding considerations where project-specific, potentially significant unmitigated adverse impacts may be identified;
k. For identified mitigation measures, the Commission finds that a mitigation monitoring/reporting program meeting the requirements of Section 21081.6 of the Public Resource Code either will be, or can and should be, adopted by other agencies responsible for specific programs and projects listed in the 2010 RTP, as needed, prior to final construction or implementation approval for such programs and projects; and

l. The act of adopting the RTP itself will have no impact on the environment but that the future discretionary implementation of the transportation projects in the RTP by the applicable projects’ lead agencies could potentially lead to one or more significant environmental effects and that these changes or alterations will be within the responsibility and jurisdiction of the applicable projects lead agencies who hold the responsibility for adequately mitigating identified impacts on the environment;

3. Consistent with the above certification of the Final SEIR and statement of overriding considerations, the 2010 Santa Cruz County Regional Transportation Plan is hereby adopted, authorized and approved.

AYES: COMMISSIONERS
NOES: COMMISSIONERS
ABSTAIN: COMMISSIONERS
ABSENT: COMMISSIONERS

Randy Johnson, Chair

ATTEST:

George Dondero, Secretary

Distribution: AMBAG, Caltrans, CTC, SCMTD, Cities, County, FHWA

S:\RESOLUTI\2010\RES0610\2010RTPFINALRES.DOC
RTP 2010

Santa Cruz County Regional Transportation Plan

June 2010
Santa Cruz County Regional Transportation Commission

Document available online at: www.sccrtc.org/rtp.html
MITIGATION MONITORING AND REPORTING PROGRAM

2010 MONTEREY BAY AREA
METROPOLITAN TRANSPORTATION PLAN
ASSOCIATION OF MONTEREY BAY AREA GOVERNMENTS

CONSISTING OF:

2010 MONTEREY COUNTY
REGIONAL TRANSPORTATION PLAN
TRANSPORTATION AGENCY FOR MONTEREY COUNTY

2010 SANTA CRUZ COUNTY
REGIONAL TRANSPORTATION PLAN
SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION

2010 SAN BENITO COUNTY
REGIONAL TRANSPORTATION PLAN
SAN BENITO COUNTY COUNCIL OF GOVERNMENTS

State Clearinghouse #2004061013

Prepared for:
AMBAG
P.O. BOX 809
MARINA, CALIFORNIA 93933

Prepared by:
PMC
585 CANNERY ROW, SUITE 304
MONTEREY, CA 93940

MAY 2010
AGENDA

Thursday, June 3, 2010

Immediately following the completion of the regular RTC meeting

NOTE LOCATION THIS MONTH
Watsonville City Council Chambers
275 Main St
Watsonville CA 95076

1. Oral communications

Any member of the public may address the SCCRTC Service Authority for Freeway Emergencies (SAFE) for a period not to exceed three minutes on any item within the jurisdiction of the SCCRTC SAFE that is not already on the agenda. The SCCRTC SAFE will listen to all communication, but in compliance with the State Law, will not take action on items that are not on the agenda.

Speakers are requested to sign the sign-in sheet so that their names can be accurately recorded in the minutes of the meeting.

2. Additions or deletions to consent and regular agendas

CONSENT AGENDA

All items appearing on the consent agenda are considered to be minor or non-controversial and will be acted upon in one motion if no member of the SCCRTC SAFE or public wishes an item be removed and discussed on the regular agenda. Members of the SCCRTC SAFE may raise questions, seek clarification or add directions to Consent Agenda items without removing the item from the Consent Agenda as long as no other SCCRTC SAFE member objects to the change.

3. Approve call box site retrofits (Resolution)
REGULAR AGENDA

No regular items

4. Adjourn
TO: Service Authority for Freeway Emergencies  
FROM: Grace Blakeslee, Transportation Planner  
RE: Call Box Site Retrofits

--------------------------------------------------------------------------------

RECOMMENDATIONS

Staff recommends the Regional Transportation Commission (RTC) serving as the Service Authority for Freeway Emergencies approve the attached resolutions (Attachment 1) authorizing the Executive Director to amend the contract with CASE Systems Inc. for maintenance of the Santa Cruz County call box system to include site retrofits and increase the contract amount to cover the cost of site retrofits consistent with the approved RTC budget.

--------------------------------------------------------------------------------

BACKGROUND

Acting as the Service Authority for Freeway Emergencies (SAFE) for Santa Cruz County, the SCCRTC levies a $1 annual fee on all vehicles registered in Santa Cruz County. The SAFE funds are provided for the purposes of developing and maintaining a motorist aid system. Some call box site retrofits, relocations and improvements are needed to ensure that call box sites comply with Caltrans updated site requirements, to improve access from the roadway to the call box, and to provide a 60x60 inch pad at the call box, where needed, to achieve American Disability Act (ADA) standards. In October 2008, the RTC approved the expenditure of up to $12,000 to complete the first phase of call box site retrofits to improve access to call boxes. Staff did not recommend additional improvements at that time due to the estimated cost of the additional call box site retrofits and the high demand for SAFE funds to maintain other existing programs, namely the Freeway Service Patrol Program.

DISCUSSION

Before the first phase of call box site retrofits were initiated, an updated and more comprehensive survey of call boxes was completed by the call box maintenance consultant, CASE Systems in Spring 2009. (A breakdown of the updated list of call box access improvements by type is listed in Table 1). The updated survey revealed that access to a greater number of call boxes could be improved by reconfiguring the site or relocating the call box than previously estimated, which characterized the first phase of call box site retrofits. (The updated survey findings place an additional 38 call boxes under the description of Phase I improvements, shown in Table I as Phase IB.) The survey also revealed that fewer call boxes require the installation of 60x60 inch pads than previously estimated, yet a greater number of call boxes that require an asphalt path to be installed to improve access to the call box than originally proposed.
### Table 1: Call Box Site Retrofit by Phase

<table>
<thead>
<tr>
<th>Phase</th>
<th>Description</th>
<th># of Call Boxes</th>
<th>Estimated Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phase IA</td>
<td>Reconfigure or Relocate to L Site, Reconfigure BCG site</td>
<td>32</td>
<td>$12,400</td>
</tr>
<tr>
<td>Phase IB</td>
<td>Reconfigure to M Site</td>
<td>38</td>
<td>$15,000</td>
</tr>
<tr>
<td>Phase II</td>
<td>Install 60x60 inch Pad and Reconfigure Site</td>
<td>19</td>
<td>$26,000</td>
</tr>
<tr>
<td>Phase III</td>
<td>Install 60x60 inch Pad and Asphalt Path</td>
<td>13</td>
<td>$21,500*</td>
</tr>
</tbody>
</table>

*Does not include cost of asphalt. Total cost per box will vary based on length of path required.

Reconfiguration and relocation is the least expensive call box access improvement. Installing 60x60 inch pads is more costly due to additional materials and labor costs, and asphalt paths are the most expensive. Due to budget considerations and maintenance concerns associated with installing asphalt paths, at this time staff recommends proceeding with the site retrofits that can be made by reconfiguring the site and/or adding a 60x60 inch pad, which includes those call boxes in Phase IA, Phase IB and Phase II in Table 1 above and estimated to cost $53,400, and authorize the Executive Director to amend the existing call box maintenance contract to include site retrofits and expend up to $60,000 on call box site retrofits and related improvements. In anticipation of making these improvements, the FY09/10 budget currently includes $60,000 for this purpose. Staff does not recommend call box site improvements which require the installation of asphalt paths until further analysis of these sites can be completed and a maintenance plan is developed.

Due to the cost of some of the proposed improvements, the limited SAFE Funds and declining use of call boxes, the Budget Administration and Personnel Committee requested that staff conduct an analysis of call box usage to identify those boxes that require improvements, but that also experience low usage. Staff completed this analysis and also analyzed the spacing between call boxes to determine if it may be reasonable to remove call boxes that require more costly improvements. Staff found that six of the call boxes requiring the installation of 60x60 inch pads, one of the more costly elements associated with site retrofits, have below average usage for the three-year period between 2006 and 2008. However, staff does not recommend removing these call boxes at this time due to the larger spacing that would result between the remaining boxes.

### SUMMARY

Some call box site retrofits, relocations and improvements are needed to ensure that call box sites comply with Caltrans’ updated site requirements, to improve access from the roadway to the call box, and to provide a 60x60 inch pad at the call box, where needed, to achieve ADA standards. Staff has separated the call box retrofits by the type of improvements needed. At this time, staff recommends proceeding with the site retrofits that can be made by reconfiguring the site and/or adding a 60x60 inch pad.

**Attachments**

1. Resolution Authorizing Call Box Site Accessibility Improvements

   \|\RTCSERV2\Shared\RTC\TC2010\TC0610\SAFE\CBXSiteRetrofit_RTC0610_Revised.doc
RESOLUTION NO.

Adopted by the Santa Cruz County Regional Transportation Commission
on the date of June 3, 2010
on the motion of Commissioner
duly seconded by Commissioner

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO AMEND THE EXISTING CALL BOX CONTRACT WITH CASE SYSTEMS FOR MAINTENANCE OF THE SANTA CRUZ COUNTY CALL BOX SYSTEM TO INCLUDE SITE RETROFUNDS AND COVER THE COST OF SITE RETROFUNDS.

WHEREAS the Santa Cruz County Regional Transportation Commission (SCCRTC) Service Authority for Freeway Emergencies (SAFE) established a highway call box system which benefits Santa Cruz County motorists and visitors;

WHEREAS the Santa Cruz County call box system requires preventative maintenance, corrective maintenance and repairs on an ongoing basis; and,

WHEREAS some site retrofits are needed to address Caltrans’ updated site requirements, and to improve access from the roadway to the call box;

THEREFORE BE IT RESOLVED BY THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION SERVICE AUTHORITY FOR FREEWAY EMERGENCIES:

The Executive Director is authorized to amend the existing call box maintenance contract to include site retrofits and expend up to $60,000 on call box site retrofits and related improvements.

AYES: COMMISSIONERS

NOES: COMMISSIONERS

ABSENT: COMMISSIONERS

ABSTAIN: COMMISSIONERS

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Randy Johnson, Chair

ATTEST:

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George Dondero, Secretary

Distribution: RTC Fiscal
Transportation Planner
CASE Systems

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