



**Santa Cruz County Regional
Transportation Commission
Budget and Administration/Personnel
Committee**

AGENDA

**Thursday, February 11, 2010
3:30 pm**

PLEASE NOTE LOCATION THIS MONTH

NOTE LOCATION THIS MONTH
CAO Conference Room, 5th floor
701 Ocean Street, Santa Cruz

1. Introductions
2. Additions or changes to consent and regular agenda
3. Oral communications

CONSENT AGENDA

4. Approve the December 10, 2009 meeting minutes
5. Accept monthly TDA revenue report
6. Accept first and second quarter FY 09-10 quarterly warrants reports and monthly credit card reports

REGULAR AGENDA

7. Payroll services for RTC staff
 - a. Staff report
 - b. Letter from Mary Jo Walker, Santa Cruz County Auditor-Controller
8. Disability insurance for RTC staff
 - a. Staff report
 - b. Email from County of Santa Cruz, Risk Management

9. Amendments to the fiscal year FY 09-10 budget and work program
(*Luis Mendez, Deputy Director*)
 - a. Staff report
 - b. FY 09-10 budget pages with proposed amendments
 - c. Actual and estimated Transportation Development Act revenues
10. Fiscal Year FY 10-11 budget and work program
(*Luis Mendez, Deputy Director*)
 - a. Staff report
 - b. Proposed FY 10-11 budget
 - c. Draft FY 10-11 work program
 - d. Actual and estimated Transportation Development Act revenues
11. Review of items to be discussed in closed session
12. Oral and written communications regarding closed session

CLOSED SESSION

13. Conference with Labor Negotiators Pursuant to Government Code 54957.6

Commission Negotiators: George Dondero and Yesenia Parra

Bargaining Units: Mid-Management Unit and General Representation Unit
14. Report on closed session

OPEN SESSION

15. Adjournment

The next Budget and Administration/Personnel Committee meeting is scheduled for Thursday, April 8, 2010 at 3:30 p.m. in the CAO Conference Room, 5th Floor, 701 Ocean St., Santa Cruz

Distribution:

Members/Alternates:

Commissioner John Leopold
Commissioner Alternate
Steve Lustgarden
Commissioner Tony Campos
Commission Alternate Gustavo Gonzalez
Commissioner Ellen Pirie
Commissioner Antonio Rivas
Commissioner Alternate, Andy Schiffrin
Commissioner Neal Coonerty
Commissioner Mark Stone

Others

Rahn Garcia, County Counsel
Les White, SCMTD
John Doughty, AMBAG
Piet Canin, Ecology Action
Sandra Coley, Pajaro Valley TMA
Catherine Patterson-Valdez, Community
Bridges
Lois Connell, Volunteer Center
Katie LeBaron, Santa Cruz County Health
Services Agency

RTC Staff

George Dondero
Luis Mendez
Daniel Nikuna
Yesenia Parra
Rachel Moriconi
Tegan Speiser
Grace Blakeslee

ACCOMMODATIONS FOR PERSONS WITH DISABILITIES

The Santa Cruz County Regional Transportation Commission does not discriminate on the basis of disability. The SCCRTC Conference Room is located in an accessible facility. If you wish to attend this Budget and Administration/Personnel Committee meeting and you will require special assistance in order to participate, please contact SCCRTC clerical staff at 460-3200 at least 72 hours in advance of the Budget and Administration/Personnel Committee meeting to make arrangements. As a courtesy to those persons affected, please attend the meeting smoke and scent free.

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
CONTACT INFORMATION**

1523 Pacific Avenue (831) 460-3200 / info@sccrtc.org
Santa Cruz, CA 95060 www.sccrtc.org



**Santa Cruz County Regional
Transportation Commission
Budget and Administration/Personnel
Committee**

MINUTES

**Thursday, December 10, 2009
3:30 pm**

PLEASE NOTE LOCATION THIS MONTH

**NOTE LOCATION THIS MONTH
SCCRTC Conference Room
1523 Pacific Ave
Santa Cruz Ca**

Meeting was called to order at 3:40 pm by committee chair, Andy Schiffrin.

1. Introductions- self introductions were made
2. Additions or changes to consent and regular agenda-
3. Oral communications - Administrative Services Officer Yesenia Parra reminded commissioners that the RTC office would be closed December 24th through January 1st. Four of the days are for the agreed upon furlough. During that time the final work negotiated with the recent lease will be completed, the carpet in the conference room will be replaced and the carpet in the cubicle area will be repaired. She also reported that the RTC staff is changing the Aflac flexible spending account limit from \$2,400 to \$5,000 effective January 1, 2010.

**CONSENT AGENDA
(Leopold, Gonzalez) Unanimous**

4. Approved the April 9, 2009 meeting minutes
5. Accepted monthly TDA revenue report
6. Accepted third and fourth quarter FY 08-09 quarterly warrants reports and monthly credit card reports

REGULAR AGENDA

7. Fiscal Year (FY) 09-10 Work Program and budget amendment
(Luis Mendez, Deputy Director)

Deputy Director Luis Mendez reported that the RTC received a 511 traveler information system planning grant which is included in the RTC's budget. In order to receive the funds Caltrans requires a new work program element for this grant. A motion was made (Leopold/Gonzalez) to recommend that the RTC approve a work program and budget amendment to incorporate the recently secured partnership planning grant for a 511 system plan. The motion passed unanimously.

8. Fiscal Year (FY) 10-11 Work Program and Budget

Deputy Director Luis Mendez presented the staff report indicating that changing the format for the RTC work program submitted to AMBAG to satisfy the format adopted by AMBAG and accepted by Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) would help save staff time in the long run. Staff has begun preparing a draft budget to present to the Committee in February. Some costs will increase and staff is working to obtain some revenue estimates and program other revenues.

Commissioners clarified that the RTC budget will continue to be produced as it has been and suggested more electronic distribution of the RTC's work program and other lengthy documents which may not be needed on paper by everyone.

Commissioner Leopold moved and Commission Alternate Zeil seconded the staff recommendation that the Regional Transportation Commission approve conversion of the RTC's annual work program to the format adopted by the Association of Monterey Bay Area Governments (AMBAG). The motion was approved unanimously.

9. Review of items to be discussed in closed session

Administrative Services Officer Yesenia Parra reported that the committee would be discussing the CORE MOU that will expire in November of 2010.

10. Oral and written communications regarding closed session

CLOSED SESSION

Conference with Labor Negotiators Pursuant to Government Code 54957.6

Commission Negotiators: George Dondero and Yesenia Parra

Bargaining Units: Mid-Management Unit and General Representation Unit

11. Report on closed session-none

12. Adjournment at 4:15 pm

Respectfully submitted,

Yesenia Parra, Staff

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**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
TDA REVENUE REPORT
FY09-10
REVISED 1/18/10**

MONTH	FY08-09 ACTUAL REVENUE	FY09-10 ESTIMATE REVENUE	FY09-10 ACTUAL REVENUE	DIFFERENCE	DIFFERENCE AS % OF PROJECTION	CUMULATIVE % OF ACTUAL TO PROJECTION
JULY	570,200	454,800	454,800	0	0.00%	100.00%
AUGUST	760,200	646,170	539,000	-107,170	-16.59%	90.27%
SEPTEMBER	634,334	539,184	719,093	179,909	33.37%	104.43%
OCTOBER	567,100	499,048	490,500	-8,548	-1.71%	103.00%
NOVEMBER	756,100	665,368	555,900	-109,468	-16.45%	98.39%
DECEMBER	700,859	616,756	625,785	9,029	1.46%	98.94%
JANUARY	538,600	538,600	465,300	-73,300	-13.61%	97.23%
FEBRUARY	590,700	590,700				
MARCH	578,624	578,624				
APRIL	432,400	432,400				
MAY	464,400	464,400				
JUNE	606,615	606,615				
TOTAL	7,200,133	6,632,665	3,850,378	-109,548	-1.65%	58%

Note:

\\10.10.10.11\shared\RTC\TC2010\TC0210\[TDA FY09-10revised.xls]FY09-10

AGENDA: February 11, 2010

TO: Budget and Administration/Personnel Committee
FROM: Daniel Nikuna, Fiscal Officer
RE: Quarterly Warrants and Credit Card Reports

RECOMMENDATIONS

Staff recommends that the Budget and Administration/ Personnel (B&A/P) Committee review and accept the FY09-10 first and second quarter Warrants and Credit Card Reports.

BACKGROUND

The Regional Transportation Commission (RTC) Administrative and Fiscal Policies require that the quarterly reports of warrants and credit card purchases be presented to the B&A/P Committee for acceptance on behalf of the RTC.

DISCUSSION

The warrants issued in the first and second quarters of FY09-10 are listed in Attachment 1. The total value of the warrants for both quarters totaled \$2,689,833 with \$1,697,953 issued in the first quarter ending 9/30/2009 and \$991,880 paid in the second quarter ending 12/31/2009.

\$2,047,253 (76%) of all warrant was paid to the top four vendors: Nolte Associates - \$985,217(37%) for Hwy 1 PA/ED projects; City of Santa Cruz - \$821,109(31%); Miller, Owen & Trost - \$140,371(5%) for Rail/Trail acquisition services; and Ladd's Towing - \$100,555(4%). The City of Santa Cruz figures on the list due to a large STP Exchange payment (\$453,076) and the pass-through TDA claims (\$368,033) on behalf of the Community Bridges and the Volunteer Center.

Several checks were issued to employees on 9/24/2009 based on the outcome of the vote by Division on the Social Security issue. Last Spring, the majority of the RTC staff voted to remain in the Social Security System, but some employees opted out. Consistent with the RTC policies, employees who opted out were refunded their share of In Lieu of Social Security contribution, which has accumulated from November, 2006 to the distribution date in September, 2009. The interest earned on employees' payment to In Lieu of Social Security was distributed to all RTC employees proportionally to their contribution.

Attachment 2 has the credit card purchases for the first and the second quarter. The credit cards usage remains insignificant at \$2,306 and \$6,082 respectively in the first and second quarters. The warrant and credit card reports do not reveal any unusual transactions. Staff recommends that the Budget and Administration/Personnel Committee review and accept the quarterly reports.

SUMMARY

The quarterly reports for the period from July 1, 2009 to December 31, 2009 have been completed. Staff recommends acceptance of these reports.

Attachments:

- 1 Quarterly Warrants Reports
- 2 Quarterly Credit Card Reports

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ATTACHMENT 1

SCCRTC
Quarterly Warrants Report
FY2008-2009
(July 1, 2009 - December 31, 2009)

DATE POSTED	CHECK NUMBER	VENDOR NUMBER	VENDOR NAME	TRANSACTION DESCRIPTION
FY 09-10 1ST QUARTER ENDING		9/30/2009		
1	7/2/2009	402901	6,583.33 LOUIS E. RITTENHOUSE	FY10001 *149* RENT JULY 2009
2	7/6/2009	354571	15,186.39 CALPERS RETIREMENT SYSTEM	FY10 003 *H200907194000* JULY 09 INS
3	7/9/2009	403689	652.50 JABICO ENTERPRISES LLC	FY10 004 *12412* TECH SUPPORT MAY 09
4	7/9/2009	403696	1,869.00 NATIONAL DATA & SURVEYING SERVICES	FY10 004 *09-7153* APR-MAY 09 TRAFFIC COUNTS
5	7/9/2009	403665	3,475.90 J.E.ARRIAGA DBA: JEA & ASSOCIATES	FY10 004 *1031* PROF SERV JUNE MAY EXP 2009
6	7/9/2009	403657	3,666.00 CAROLYN C. CHANEY & ASSOCIATES INC	FY10 004 *09-51* PROF SERV JUNE 2009
7	7/9/2009	403712	2,212.50 RENAISSANCE RAIL GROUP INC	FY10 005 *APR/MAR 09* PROF SERV
8	7/9/2009	403661	3,859.86 AMEC GEOMATRIX, INC	FY10 005 *0073184* PROF SERV 3/27-4/23/09
9	7/9/2009	403713	5,278.14 THOMAS J EGAN DBA EGAN CONSULTING GROUP	FY10 005 *PROF SERV MAR 09*
10	7/9/2009	403645	5,827.60 MILLER, OWEN & TROST	FY10 005 *27993* PROF SERV FEB 09
11	7/9/2009	403645	11,889.92 MILLER, OWEN & TROST	FY10 005 *28034* PROF SERV MAR 09
12	7/9/2009	403692	2,316.00 PDM GROUP, INC.	FY10 006 INV 11 PROF SERV 4/1-5/31/09
13	7/9/2009	403692	4,039.78 PDM GROUP, INC.	FY10 006 *11* PROF SERV 4/1-5/31/09
14	7/13/2009	403735	16.00 GRACE BLAKESLEE	CTC HOSTED RTP GUIDLINES WORKSHOP SB 375
15	7/13/2009	403735	18.00 GRACE BLAKESLEE	CTC HOSTED RTP GUIDLINES WORKSHOP SB 375
16	7/13/2009	403735	30.44 GRACE BLAKESLEE	CTC HOSTED RTP GUIDLINES WORKSHOP SB 375
17	7/14/2009	403902	11.77 PG & E CUSTOMER BILLING	FY10 008 2730123841-9 6/29/09
18	7/14/2009	403941	23.15 COSTCO WHOLESALE	FY10 008 *803457975001* PRF398 TPW MTG 6/18/09
19	7/14/2009	403902	120.80 PG & E CUSTOMER BILLING	FY10 008 5605123657-0 6/29/09
20	7/14/2009	403902	217.86 PG & E CUSTOMER BILLING	FY10 008 9709471543-6 6/29/09
21	7/14/2009	403902	277.62 PG & E CUSTOMER BILLING	FY10 008 2896790497-1 6/29/09
22	7/14/2009	403955	408.79 AT & T/ CALNET 2	FY10 008 *00705361* 8314711300737 6/27/09
23	7/14/2009	403920	63,577.00 CITY OF SANTA CRUZ	FY10 006 073 TDA ARTICLE 8-VOLUNTEER CENTER
24	7/14/2009	403921	194,853.00 CITY OF SANTA CRUZ	FY10 006 TDA ARTICLE 8 FY09/10 1ST QTR CTSA-COM.BR
25	7/14/2009	VH40180-01	(194,853.00) CITY OF SANTA CRUZ	CANCEL WARRANT #403921 - WRONG AMOUNT (REISSUED)
26	7/14/2009	403951	30.00 AFLAC-FLEX ONE	FY10 008 *626422ER* FLEX ONE JULY 2009
27	7/14/2009	403951	64.60 AFLAC-FLEX ONE	FY10 008 *664537* UF995 INV JUNE 2009
28	7/14/2009	403843	290.00 TEGAN SPEISER	FY10 008*791890098* T SPEISER URM
29	7/14/2009	403843	607.00 TEGAN SPEISER	FY10 008*791820146* T SPEISER URM
30	7/16/2009	354577	190,884.00 CITY OF SANTA CRUZ	FY10 006 TDA ARTICLE 8 FY09/10 1ST QTR CTSA-COMM.B
31	7/21/2009	404701	116,406.70 NOLTE ASSOCIATES INC	FY10 009 INV *9060504* SERVICES 1/23-2/19/09
32	7/21/2009	404701	9.39 NOLTE ASSOCIATES INC	FY10 009 INV 9060504 SERVICES 1/23-2/19/09
33	7/22/2009	405017	15.99 US BANK CORPORATE PAYMENT SYSTEMS	FY10 009 #4246004555661663# 6-22-09
34	7/22/2009	405017	39.95 US BANK CORPORATE PAYMENT SYSTEMS	FY10 009 #4246004555661663# 6-22-09
35	7/22/2009	405017	43.79 US BANK CORPORATE PAYMENT SYSTEMS	FY10 009 #4246004555661663# 6-22-09
36	7/22/2009	405017	45.66 US BANK CORPORATE PAYMENT SYSTEMS	FY10 009 #4246004555661663# 6-22-09
37	7/22/2009	405017	72.00 US BANK CORPORATE PAYMENT SYSTEMS	FY10 009 *4246004555661663* 6-22-09
38	7/22/2009	405017	129.00 US BANK CORPORATE PAYMENT SYSTEMS	FY10 009 #4246004555661663# 6-22-09
39	7/22/2009	405017	78.22 US BANK CORPORATE PAYMENT SYSTEMS	FY10 009 #4246004555661663# 6-22-09
40	7/22/2009	405017	125.59 US BANK CORPORATE PAYMENT SYSTEMS	FY10 009 #4246004555661663# 6-22-09
41	7/23/2009	405268	24.00 MISSION UNIFORM SERVICES	FY10 012 *210152191* 5/14/09
42	7/23/2009	405268	24.00 MISSION UNIFORM SERVICES	FY10 012 *210161482* 6/25/09
43	7/23/2009	405268	24.00 MISSION UNIFORM SERVICES	FY10 012 *210158390* 6/11/09
44	7/23/2009	405226	120.00 PAJARO VALLEY CHAMBER OF COM	FY10 012 *MEMBERSHIP DUES FY 2010*
45	7/23/2009	405311	120.00 APTOS CHAMBER OF COMMERCE	FY10 012 *MEMBERSHIP DUES FY 2010*
46	7/23/2009	405316	1,437.55 ROCKWARE, INC.	FY10 012 *N3234* SOFTWARE AND LICENSE
47	7/23/2009	405257	1,750.00 SPECIAL DISTRICT RISK MGMT AUTHORITY	FY10 012 *0029467-IN* 1ST QTR PREM INS
48	7/23/2009	405255	1,874.00 CALCOG	FY10 012 *MEMBERSHIP DUES FY 2010*
49	7/23/2009	405292	1,993.00 DEPARTMENT OF FISH & GAME	FY10 012 *CEQA DOC FILING FEE*
50	7/23/2009	405254	453,076.36 CITY OF SANTA CRUZ	FY10 002 RSTPX INV *1*-OCEAN STREET REHAB

ATTACHMENT 1

SCCRTC
Quarterly Warrants Report
FY2008-2009
(July 1, 2009 - December 31, 2009)

DATE POSTED	CHECK NUMBER	VENDOR NUMBER	VENDOR NAME	TRANSACTION DESCRIPTION
51	7/23/2009	405272	907.20 CALPERS RETIREMENT SYSTEM	FY10 012 *59-2067* 4TH LEVEL SURV 2009-2010
52	7/30/2009	406121	525.00 RENAISSANCE RAIL GROUP INC	FY10 011 *JUNE29 2009* PROF SERV
53	7/30/2009	406046	1,473.72 MILLER, OWEN & TROST	FY10 011 *28082* PROF SERV 4/17-4/30/09
54	7/30/2009	406046	4,965.22 MILLER, OWEN & TROST	FY10 011 28082 PROF SERV 4/17-4/30/09
55	7/30/2009	406122	7,200.00 THOMAS J EGAN DBA EGAN CONSULTING GROUP	FY10 012 APR-MAY 2009 PROF SERV
56	7/30/2009	406053	8,934.25 AMEC GEOMATRIX, INC	FY10 011 *0074221* PROF SERV 5/29-6/25/09
57	7/30/2009	406053	11,525.30 AMEC GEOMATRIX, INC	FY10 011 *0073906* PROF SERV 4/24-5/28/09
58	7/30/2009	406122	900.00 THOMAS J EGAN DBA EGAN CONSULTING GROUP	FY10 012 JUNE 2009 PROF SERV
59	7/30/2009	406082	98,778.51 NOLTE ASSOCIATES INC	FY10 010 INV *9060389* SERVICES 1/23-2/19/09
60	8/4/2009	406486	14.50 SPOKESMAN BICYCLES	FY10 117 *155432* BICYCLE TUBE
61	8/4/2009	406505	23.50 ZOCCOLI'S DELI	FY10 117 *44* 7/24/09 REVIEW COMM MTG LUNCH
62	8/4/2009	406455	24.00 MISSION UNIFORM SERVICES	FY10 117 *210164579* 7/9/09
63	8/4/2009	406455	25.82 MISSION UNIFORM SERVICES	FY10 117 *210167668* 7/23/09
64	8/4/2009	406504	44.00 CRYSTAL SPRINGS WATER CO	FY10 117 ACCT 054026 JUNE 2009 WATER
65	8/4/2009	406531	130.18 IRON MOUNTAIN	FY10 117 *AKZ0564* FILE STORAGE JULY 09
66	8/4/2009	406479	1,000.00 EL DORADO CO TRANSPORTATION	FY10 117 *INV RCTF DUES* 1/1-6/30/09
67	8/4/2009	406447	6,583.33 LOUIS E. RITTENHOUSE	FY10 114 *150* RENT AUG 2009
68	8/4/2009	406503	24.65 ROBERT & ALISA DAVIES DBA ALPHAGRAPHICS	FY10 117 *19346* AUX LN ENV
69	8/4/2009	406470	17,930.85 NOLTE ASSOCIATES INC	FY10 014 INV *9090441* SERVICES 4/17-5/14/09
70	8/4/2009	406470	50,778.06 NOLTE ASSOCIATES INC	FY10 014 INV *9080432* SERVICES 3/20-4/16/09
71	8/4/2009	406470	84,360.06 NOLTE ASSOCIATES INC	FY10 014 INV *9070399* SERVICES 2/20-3/19/09
72	8/4/2009	406471	54,338.39 NOLTE ASSOCIATES INC	FY10 015 INV *9070398* SERVICES 2/20-3/19/09
73	8/4/2009	406471	54,567.44 NOLTE ASSOCIATES INC	FY10 015 INV *9080431* SERVICES 3/20-4/16/09
74	8/4/2009	406461	14,054.05 CALPERS RETIREMENT SYSTEM	FY10 115 *H200908194000* AUG 09 INS
75	8/5/2009	406720	37.50 LIVE OAK SENIOR CENTER	FY10 117 *ROOM RENTAL 8/11/09* E&D ADVISORY MTG
76	8/5/2009	406695	82.00 AT & T/ CALNET 2	FY10 117 *00729468* 8314603200962 7/13/09
77	8/5/2009	406695	237.93 AT & T/ CALNET 2	FY10 117 00729468 8314603200962 7/13/09
78	8/5/2009	406716	282.38 BAY AREA NEWS GROUP/ SANTA CRUZ SENTINEL	FY10 117 *3169743-060109* AD 6/1/09
79	8/6/2009	406930	36.40 VERIZON WIRELESS	FY10 016 0780795928 8313456441 6/17-7/16/09
80	8/6/2009	406930	38.91 VERIZON WIRELESS	FY10 016 0780795928 8312522397 6/17-7/16/09
81	8/6/2009	406930	74.48 VERIZON WIRELESS	FY10 016 0780795928 8313325441 6/17-7/16/09
82	8/6/2009	406955	16,683.27 ALLIANT INSURANCE SERVICES	FY10 016 *978490* 7/1/09-7/1/2010 PR/LIA/CR INS
83	8/6/2009	406986	1,475.00 KRIS REYES DBA KRIS REYES CONSULTING	FY10 018 *RETENTIONS*
84	8/6/2009	406986	2,767.50 KRIS REYES DBA KRIS REYES CONSULTING	FY10 018 *7/1/09* PROF SERV
85	8/6/2009	406904	84.40 PG & E CUSTOMER BILLING	FY10 016 *5824685375-6 7/21/09*
86	8/6/2009	406930	38.91 VERIZON WIRELESS	FY10 016 *0780795928* 8312521553 6/17-7/16/09
87	8/6/2009	406930	38.91 VERIZON WIRELESS	FY10 016 0780795928 8312521554 6/17-7/16/09
88	8/6/2009	406930	38.91 VERIZON WIRELESS	FY10 016 0780795928 8312522817 6/17-7/16/09
89	8/6/2009	406954	30.00 AFLAC-FLEX ONE	FY10 016 *674534ER* FLEX ONE
90	8/10/2009	407334	80.87 OFFICE DEPOT	FY10 017 *481399744001* TC SUPPLIES
91	8/10/2009	407321	184.00 COMMUNITY TV OF SC COUNTY	FY10 017 *1264* RTC MTG COVERAGE 6/4/09
92	8/10/2009	407334	257.73 OFFICE DEPOT	FY10 017 *480443014001* TC SUPPLIES
93	8/10/2009	407167	344.54 HISMANNA INC DBA CLEAN BLDG MAINTENANCE	FY10 017 *6133* JUNE 09 JANITORIAL
94	8/10/2009	407283	344.54 CLEAN BUILDING MAINTENANCE	FY10 017 *6294* JULY 09 JANITORIAL
95	8/10/2009	407296	380.00 NATIONAL DATA & SURVEYING SERVICES	FY10 017 *09-7062* 5/27-5/28/09 COUNTS
96	8/10/2009	407296	2,146.00 NATIONAL DATA & SURVEYING SERVICES	FY10 017 *09-7063* 6/09-6/15/09 COUNTS
97	8/10/2009	407264	3,500.00 CAROLYN C. CHANEY & ASSOCIATES INC	FY10 017 *90-60* PROF SERV JULY 09
98	8/10/2009	407264	3,500.00 CAROLYN C. CHANEY & ASSOCIATES INC	FY10 017 *90-68* PROF SERV AUG 09
99	8/10/2009	407251	14,257.52 ECOLOGY ACTION OF SANTA CRUZ	FY10 020 *CMAQ 3RD QTR.JAN-MAR 2009*
100	8/10/2009	407309	291.84 AT&T MOBILITY	FY10 019 *996710462 JUNE 09*
101	8/10/2009	407309	471.36 AT&T MOBILITY	FY10 019 996710462 JUNE 09
102	8/10/2009	407322	4,449.60 SEBASTIAN E GUTIERREZ DBA CASE SYSTEMS	FY10 019 *20091731* CALL BOX MAINT. JUNE 09

ATTACHMENT 1

SCCRTC
Quarterly Warrants Report
FY2008-2009
(July 1, 2009 - December 31, 2009)

DATE POSTED	CHECK NUMBER	VENDOR NUMBER	VENDOR NAME	TRANSACTION DESCRIPTION
103	8/10/2009	407269	27.19 LADD'S AUTO BODY	FY10 019 JUNE 09 TOWING BEAT 2 HWY 1
104	8/10/2009	407269	185.23 LADD'S AUTO BODY	FY10 019 JUNE 09 TOWING BEAT 1 HWY 17
105	8/10/2009	407269	8,100.00 LADD'S AUTO BODY	FY10 019 *JUNE 09 TOWING BEAT 1 HWY 17*
106	8/10/2009	407269	8,700.00 LADD'S AUTO BODY	FY10 019 *JUNE 09 TOWING BEAT 2 HWY 1*
107	8/17/2009	408399	50.00 JOHN LANDIS LEOPOLD	FY10 021 *TC MTG 6/04/09* PER RES 16-81
108	8/17/2009	408399	50.00 JOHN LANDIS LEOPOLD	FY10 021 *TPW MTG 6/18/09* PER RES 46-94
109	8/17/2009	408235	9.25 PG & E CUSTOMER BILLING	FY10 021 *2730123841-9 7/29/09*
110	8/17/2009	408380	45.00 ROBERT FARMER DBA COYOTE INDUSTRIAL	FY10 021 *20899* 6/17/09 SIDEWALK CLEANING
111	8/17/2009	408280	50.00 TONY CAMPOS	FY10 021 *TC MTG 6/04/09* PER RES 16-81
112	8/17/2009	408014	50.00 ELLEN PIRIE	FY10 021 *TC MTG 6/04/09* PER RES 16-81
113	8/17/2009	408014	50.00 ELLEN PIRIE	FY10 021 *TPW MTG 6/18/09* PER RES 46-94
114	8/17/2009	408298	50.00 RANDY JOHNSON	FY10 021 *TC MTG 6/04/09* PER RES 16-81
115	8/17/2009	408298	50.00 RANDY JOHNSON	FY10 021 *TPW MTG 6/18/09* PER RES 46-94
116	8/17/2009	408325	50.00 MARK STONE	FY10 021 *TC MTG 6/04/09* PER RES 16-81
117	8/17/2009	408325	50.00 MARK STONE	FY10 021 *TPW MTG 6/18/09* PER RES 46-94
118	8/17/2009	408332	50.00 ANTONIO R RIVAS	FY10 021 *TC MTG 6/04/09* PER RES 16-81
119	8/17/2009	408332	50.00 ANTONIO R RIVAS	FY10 021 *TPW MTG 6/18/09* PER RES 46-94
120	8/17/2009	408334	50.00 DENE BUSTICHI	FY10 021 *TC MTG 6/04/09* PER RES 16-81
121	8/17/2009	408334	50.00 DENE BUSTICHI	FY10 021 *TPW MTG 6/18/09* PER RES 46-94
122	8/17/2009	408336	50.00 DONALD NORMAN HAGEN	FY10 021 *TPW MTG 6/18/09* PER RES 46-94
123	8/17/2009	408342	50.00 KIRBY A NICOL	FY10 021 *TC MTG 6/04/09* PER RES 16-81
124	8/17/2009	408357	50.00 NEAL COONERTY	FY10 021 *TC MTG 6/04/09* PER RES 16-81
125	8/17/2009	408398	50.00 DONALD S. LANE	FY10 021 *TC MTG 6/04/09* PER RES 16-81
126	8/17/2009	408398	50.00 DONALD S. LANE	FY10 021 *TPW MTG 6/18/09* PER RES 46-94
127	8/17/2009	408235	93.92 PG & E CUSTOMER BILLING	FY10 021 *9709471543-6 7/29/09*
128	8/17/2009	408235	99.06 PG & E CUSTOMER BILLING	FY10 021 *5605123657-0 7/29/09*
129	8/17/2009	408307	125.00 IRON MOUNTAIN RECORDS MANAGEMENT, INC.	FY10 021 *ANZ5938* SB324 JULY 09 FILE STORAGE
130	8/17/2009	408377	225.00 RANDALL P. HOLLAND	FY10 021 *4090* RTC MTG 8/6/09
131	8/17/2009	408235	254.29 PG & E CUSTOMER BILLING	FY10 021 *2896790497-1 7/29/09*
132	8/17/2009	408363	15.98 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC02 4246044555661663 7-22-09
133	8/17/2009	408363	15.99 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC02 4246044555661663 7-22-09
134	8/17/2009	408363	27.36 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC02 4246044555661663 7-22-09
135	8/17/2009	408363	40.95 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC02 4246044555661663 7-22-09
136	8/17/2009	408363	220.42 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC02 *4246044555661663 7-22-09*
137	8/17/2009	408287	258.23 GENESYS CONFERENCING	FY10 021 *I-772109* ASAN 102 JULY 09
138	8/17/2009	408363	33.22 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC02 4246044555661663 7-22-09
139	8/17/2009	408344	64.60 AFLAC-FLEX ONE	FY10 021 *081936* UF995 JULY 2009
140	8/20/2009	408954	18.07 ROBERT & ALISA DAVIES DBA ALPHAGRAPHS	FY10 023 *19659* E&D PKT 8/09
141	8/20/2009	408823	69.48 KONICA MINOLTA BUSINESS SOLUTIONS	FY10 023 *212712044* COPY CHGS JUNE 09
142	8/20/2009	408954	156.83 ROBERT & ALISA DAVIES DBA ALPHAGRAPHS	FY10 023 *19648* RTC PKT 8/09
143	8/20/2009	408888	2,840.00 J.E.ARRIAGA DBA: JEA & ASSOCIATES	FY10 023 *1032* JULY 09 PROF SERV
144	8/20/2009	408888	2,840.00 J.E.ARRIAGA DBA: JEA & ASSOCIATES	FY10 023 *1033* AUG 09 PROF SERV
145	8/20/2009	408850	3,989.11 ECOLOGY ACTION OF SANTA CRUZ	FY10 023 *FBB JAN-JUNE 2009*
146	8/20/2009	408849	7,696.42 ECOLOGY ACTION OF SANTA CRUZ	FY10 024 *CMAQ 4TH QTR.APR-JUNE 09*
147	8/25/2009	409261	6,583.33 LOUIS E. RITTENHOUSE	FY10 025 *151* SEPT 09 RENT
148	8/25/2009	409246	109.00 REGISTER-PAJARONIAN	FY10 026 *778* 9/24/09-9/23/10 SUBSCRIPTION
149	8/25/2009	409234	282.00 TEGAN SPEISER	FY10 026 *792170092* URM T SPEISER
150	8/25/2009	409233	603.00 CORINA CALETTI	FY10 026 *792170091* URM C CALETTI
151	8/26/2009	409483	1,258.13 TAMC/TRANS AGCY MONTEREY CO	FY10 026 *VIDEOCONF INV 7/1/08-6/1/09*
152	9/1/2009	410051	26.34 MISSION UNIFORM SERVICES	FY10 028 *210170758* 8/6/09 MATS/CLOTHS
153	9/1/2009	410051	26.34 MISSION UNIFORM SERVICES	FY10 028 *210173830* 8/20/09 MATS/CLOTHS
154	9/1/2009	410044	38.91 VERIZON WIRELESS	FY10 028 *0789633532 8312522397* AUG 16 2009
155	9/1/2009	410044	45.01 VERIZON WIRELESS	FY10 028 *0789633532 8313456441* AUG 16 2009
156	9/1/2009	410074	82.00 AT & T/ CALNET 2	FY10 028 *00791334* 8314603200962 8/13/09

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DATE POSTED	CHECK NUMBER	VENDOR NUMBER	VENDOR NAME	TRANSACTION DESCRIPTION
157	9/1/2009	410044	110.45 VERIZON WIRELESS	FY10 028 *0789633532 8313325441* AUG 16 2009
158	9/1/2009	410074	270.70 AT & T/ CALNET 2	FY10 028 00791334 8314603200962 8/13/09
159	9/1/2009	410074	396.84 AT & T/ CALNET 2	FY10 028 *008008662* 8314711300737 8/13/09
160	9/1/2009	410077	45.00 ROBERT FARMER DBA COYOTE INDUSTRIAL	FY10 028 *20922* SIDEWALK CLEANING 7/21/09
161	9/1/2009	410016	800.00 UNITED WAY OF SANTA CRUZ CO	FY10 028 *AUGUST 10 2009* CENSUS 2010
162	9/1/2009	410043	157.27 GENESYS CONFERENCING	FY10 028 *I-780398* ASAN102 8/7/09
163	9/1/2009	410044	38.91 VERIZON WIRELESS	FY10 028 *0789633532 8312521553* AUG 16 2009
164	9/1/2009	410044	38.91 VERIZON WIRELESS	FY10 028 *0789633532 8312521554* AUG 16 2009
165	9/1/2009	410044	38.91 VERIZON WIRELESS	FY10 028 *0789633532 8312522817* AUG 16 2009
166	9/1/2009	410026	80.88 PG & E CUSTOMER BILLING	FY10 028 *5824685375-6 8/19/09*
167	9/1/2009	410057	15,183.20 CALPERS RETIREMENT SYSTEM	FY10 027 *H2009091940000* 1940 SEPT 09 INS
168	9/1/2009	410066	30.00 AFLAC-FLEX ONE	FY10 028 *721679ER* FLEX ONE AUG 09 INS
169	9/1/2009	409936	330.00 TEGAN SPEISER	FY10 028 *792310112*
170	9/8/2009	410667	54.42 KONICA MINOLTA BUSINESS SOLUTIONS	FY10 029 *212885440* 8/16/09 COPIER USAGE
171	9/8/2009	410695	5,784.22 ECOLOGY ACTION OF SANTA CRUZ	FY10 029 *BTW-APR-MAY-09*
172	9/8/2009	410695	11,852.75 ECOLOGY ACTION OF SANTA CRUZ	FY10 029 *BTW-JAN-MAR-09*
173	9/8/2009	410704	3,270.52 CALIFORNIA HIGHWAY PATROL	FY10 029 *M0039657* JAN-MARCH 2009 SAFE ON 17
174	9/8/2009	410709	11,022.26 LADD'S AUTO BODY	FY10 029 JULY '09 BEAT 2 HWY 1
175	9/8/2009	410709	11,469.39 LADD'S AUTO BODY	FY10 029 *JULY '09* BEAT 1 HWY 17
176	9/10/2009	411075	10.40 PG & E CUSTOMER BILLING	FY10 030 *2730123841-9 8/28/09*
177	9/10/2009	411100	20.00 CALCOG	FY10 030 *DIR MTG JULY 20 2009* L.MENDEZ
178	9/10/2009	411114	62.00 TAMC/TRANS AGCY MONTEREY CO	FY10 030 *CTC TOWN HALL MTG 8/26-8/27/09*
179	9/10/2009	411163	64.00 CRYSTAL SPRINGS WATER CO	FY10 030 05402611950 WATER FOR AUG 09
180	9/10/2009	411163	75.50 CRYSTAL SPRINGS WATER CO	FY10 030 *05402611950* WATER FOR JULY 09
181	9/10/2009	411075	108.71 PG & E CUSTOMER BILLING	FY10 030 *5605123657-0 8/28/09*
182	9/10/2009	411111	125.00 IRON MOUNTAIN RECORDS MANAGEMENT, INC.	FY10 030 *ASS3518* STORAGE SEPT 2009
183	9/10/2009	411075	170.03 PG & E CUSTOMER BILLING	FY10 030 *9709471543-6 8/28/09*
184	9/10/2009	411075	281.13 PG & E CUSTOMER BILLING	FY10 030 *2896790497-1 8/28/09*
185	9/10/2009	411098	645.00 AVERY ASSOCIATES	FY10 030 *8352* PROF SERV MAY 2009
186	9/10/2009	411131	64.60 AFLAC-FLEX ONE	FY10 030 *506298* UF995 INS AUG 2009
187	9/14/2009	411492	50.00 TONY CAMPOS	FY10 031 *TC MTG 8/06/09* PER RES 16-81
188	9/14/2009	411516	50.00 RANDY JOHNSON	FY10 031 *TC MTG 8/06/09* PER RES 16-81
189	9/14/2009	411516	50.00 RANDY JOHNSON	FY10 031 *TPW MTG 8/20/09* PER RES 46-94
190	9/14/2009	411564	50.00 NEAL COONERTY	FY10 031 *TC MTG 8/06/09* PER RES 16-81
191	9/14/2009	411607	50.00 JOHN LANDIS LEOPOLD	FY10 031 *TC MTG 8/06/09* PER RES 16-81
192	9/14/2009	411607	50.00 JOHN LANDIS LEOPOLD	FY10 031 *TPW MTG 8/20/09* PER RES 46-94
193	9/14/2009	411568	39.95 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC03 4246040014342614 8/24/09
194	9/14/2009	411433	50.00 RONALD GRAVES - DIRECTOR	FY10 031 *TPW MTG 8/20/09* PER RES 46-94
195	9/14/2009	411184	50.00 ELLEN PIRIE	FY10 031 *TC MTG 8/06/09* PER RES 16-81
196	9/14/2009	411184	50.00 ELLEN PIRIE	FY10 031 *TPW MTG 8/20/09* PER RES 46-94
197	9/14/2009	411533	50.00 MARK STONE	FY10 031 *TC MTG 8/06/09* PER RES 16-81
198	9/14/2009	411533	50.00 MARK STONE	FY10 031 *TPW MTG 8/20/09* PER RES 46.94
199	9/14/2009	411542	50.00 ANTONIO R RIVAS	FY10 031 *TC MTG 8/06/09* PER RES 16-81
200	9/14/2009	411544	50.00 DENE BUSTICHI	FY10 031 *TC MTG 8/06/09* PER RES 16-81
201	9/14/2009	411545	50.00 DONALD NORMAN HAGEN	FY10 031 *TPW MTG 8/20/09* PER RES 46-94
202	9/14/2009	411550	50.00 KIRBY A NICOL	FY10 031 *TC MTG 8/06/09* PER RES 16-81
203	9/14/2009	411187	50.00 BOB BEGUN	FY10 031 *TPW MTG 8/20/09* PER RES 46-94
204	9/14/2009	411606	50.00 DONALD S. LANE	FY10 031 *TC MTG 8/06/09* PER RES 16-81
205	9/14/2009	411606	50.00 DONALD S. LANE	FY10 031 *TPW MTG 8/20/09* PER RES 46-94
206	9/14/2009	411568	51.18 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC03 4246040014342614 8/24/09
207	9/14/2009	411568	100.98 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC03 4246040014342614 8/24/09
208	9/14/2009	411568	152.90 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC03 4246040014342614 8/24/09
209	9/14/2009	411568	200.00 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC03 *4246040014342614 8/24/09*
210	9/14/2009	411568	515.23 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC03 4246040014342614 8/24/09

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DATE POSTED	CHECK NUMBER	VENDOR NUMBER	VENDOR NAME	TRANSACTION DESCRIPTION
211	9/14/2009	411234	30.00 GEORGE A. DONDERO II	MAN JUN AUG '09 TRAVEL
212	9/14/2009	411568	26.64 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC03 4246040014342614 8/24/09
213	9/17/2009	412021	279.73 KIM SHULTZ	FY10 032 *792380093* URM K SHULTZ
214	9/22/2009	412484	7.67 KARENA PUSHNIK	TRAVEL REIMBURSEMENT
215	9/22/2009	412484	20.00 KARENA PUSHNIK	TRAVEL REIMBURSEMENT
216	9/24/2009	412901	4,080.30 NATHAN A LUEDTKE	IN LIEU OF SOCIAL SECURITY REIMBURSEMENT
217	9/24/2009	412898	4,914.46 DAVID GARTI	IN LIEU OF SOCIAL SECURITY REIMBURSEMENT
218	9/24/2009	412910	11,262.57 YESENIA M PARRA	IN LIEU OF SOCIAL SECURITY REIMBURSEMENT
219	9/24/2009	412915	15,334.45 TEGAN SPEISER	IN LIEU OF SOCIAL SECURITY REIMBURSEMENT
220	9/24/2009	412903	17,400.57 LUIS P MENDEZ	IN LIEU OF SOCIAL SECURITY REIMBURSEMENT
221	9/24/2009	412894	18,693.00 GEORGE A DONDERO II	IN LIEU OF SOCIAL SECURITY REIMBURSEMENT
222	9/24/2009	412906	6.75 SAM MENDEZ	SOCIAL SECURITY INTEREST OWED
223	9/24/2009	412897	9.17 ERICH FRIEDRICH	SOCIAL SECURITY INTEREST OWED
224	9/24/2009	412918	31.04 DAVID BROWN	SOCIAL SECURITY INTEREST OWED
225	9/24/2009	412917	60.65 JEFFREY BANKS	SOCIAL SECURITY INTEREST OWED
226	9/24/2009	412919	67.22 LISA POWELL	SOCIAL SECURITY INTEREST OWED
227	9/24/2009	412899	133.26 DAVID GARTI	SOCIAL SECURITY INTEREST OWED
228	9/24/2009	412902	144.68 NATHAN A LUEDTKE	SOCIAL SECURITY INTEREST OWED
229	9/24/2009	412908	172.36 LIA MORRIS	SOCIAL SECURITY INTEREST OWED
230	9/24/2009	412900	187.41 CATHY JUDD	SOCIAL SECURITY INTEREST OWED
231	9/24/2009	412892	188.92 LYLE R BROSCHEAT	SOCIAL SECURITY INTEREST OWED
232	9/24/2009	412912	268.75 VIRGINIA PINEDA	SOCIAL SECURITY INTEREST OWED
233	9/24/2009	412896	312.48 ERICH FRIEDRICH	IN LIEU OF SOCIAL SECURITY REIMBURSEMENT
234	9/24/2009	412891	340.35 GRACE H BLAKESLEE	SOCIAL SECURITY INTEREST OWED
235	9/24/2009	412911	346.71 YESENIA M PARRA	SOCIAL SECURITY INTEREST OWED
236	9/24/2009	412905	380.18 SAM MENDEZ	IN LIEU OF SOCIAL SECURITY REIMBURSEMENT
237	9/24/2009	412909	511.89 NZUZI NIKUNA	SOCIAL SECURITY INTEREST OWED
238	9/24/2009	412893	520.52 CORINA M CALETTI	SOCIAL SECURITY INTEREST OWED
239	9/24/2009	412907	522.40 RACHEL J MORICONI	SOCIAL SECURITY INTEREST OWED
240	9/24/2009	412913	522.40 KARENA PUSHNIK	SOCIAL SECURITY INTEREST OWED
241	9/24/2009	412914	522.40 KIM SHULTZ	SOCIAL SECURITY INTEREST OWED
242	9/24/2009	412916	527.71 TEGAN SPEISER	SOCIAL SECURITY INTEREST OWED
243	9/24/2009	412904	556.91 LUIS P MENDEZ	SOCIAL SECURITY INTEREST OWED
244	9/24/2009	412895	564.67 GEORGE A DONDERO II	SOCIAL SECURITY INTEREST OWED
245	9/29/2009	413494	12.50 JABICO ENTERPRISES LLC	FY10 035 12464 JUNE 09 PROF SERV
246	9/29/2009	413494	45.00 JABICO ENTERPRISES LLC	FY10 035 *12506* JULY 09 PROF SERV
247	9/29/2009	413414	148.20 RACHEL MORICONI	TRAVEL JULY-SEPT FOR RTPA& CTC MTGS 2009
248	9/29/2009	413462	178.20 KONICA MINOLTA BUSINESS SOLUTIONS	FY10 035 *213049112* 9/16/09 COPIER USAGE
249	9/29/2009	413517	184.00 COMMUNITY TV OF SC COUNTY	FY10 035 *1281* RTC MTG 8/6/09
250	9/29/2009	413414	188.00 RACHEL MORICONI	TRAVEL JULY-SEPT FOR RTPA& CTC MTGS 2009
251	9/29/2009	413516	226.93 ROBERT & ALISA DAVIES DBA ALPHAGRAPHICS	FY10 035 *20138* E&E PKT 8/09
252	9/29/2009	413414	344.80 RACHEL MORICONI	TRAVEL JULY-SEPT FOR RTPA& CTC MTGS 2009
253	9/29/2009	413526	436.88 OFFICE DEPOT	FY10 035 *487041283001* TONER ENVELOPES
254	9/29/2009	413486	573.47 CLEAN BUILDING MAINTENANCE	FY10 035 *6413* JANITORIAL AUG 09
255	9/29/2009	413494	842.50 JABICO ENTERPRISES LLC	FY10 035 *12464* JUNE 09 PROF SERV
256	9/29/2009	413478	870.00 USER-FRIENDLY COMPUTING	FY10 035 *071609* MAINT JULY 09
257	9/29/2009	413478	1,500.00 USER-FRIENDLY COMPUTING	FY10 035 *080109* MAINT AUG 09
258	9/29/2009	413478	1,500.00 USER-FRIENDLY COMPUTING	FY10 035 *09012009* MAINT SEPT 09
259	9/29/2009	413480	3,084.95 J.E.ARRIAGA DBA: JEA & ASSOCIATES	FY10 035 *1034* PROF SERV SEPT 09
260	9/29/2009	413485	6,583.33 LOUIS E. RITTENHOUSE	FY10 035 *152* RENT OCT. 2009
261	9/29/2009	413493	47,277.02 NOLTE ASSOCIATES INC	FY10 037 INV *9110358* SERVICES 6/12-7/9/2009
262	9/29/2009	413493	24,821.06 NOLTE ASSOCIATES INC	FY10 037 INV *9100403* SERVICES 5/15-6/11/2009
263	9/29/2009	413477	9,638.79 LADD'S AUTO BODY	FY10 035 *AUG'09 TOW* BEAT 2 HWY 1
264	9/29/2009	413477	11,758.92 LADD'S AUTO BODY	FY10 035 *AUG 09 TOW* BEAT 1 HWY 17

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DATE POSTED	CHECK NUMBER	VENDOR NUMBER	VENDOR NAME	TRANSACTION DESCRIPTION
265	10/1/2009	413735	26.34 MISSION LINEN SUPPLY	FY10 038 *210176899* 9/3/09 MAT/TOWELS
266	10/1/2009	413735	26.34 MISSION LINEN SUPPLY	FY10 038 *210179960* 9/17/09 MATS/TOWELS
267	10/1/2009	413730	44.00 AT & T/ CALNET 2	FY10 038 *00850984* 83146032009620 9/13/09
268	10/1/2009	413703	200.00 TAMC/TRANS AGCY MONTEREY CO	FY10 038 *64* CTC TOWN HALL 8/26/09 TASTE MONTEREY
269	10/1/2009	413648	230.86 REGISTER-PAJARONIAN	FY10 038 *223843* 5068 AD 6/2/09
270	10/1/2009	413730	232.70 AT & T/ CALNET 2	FY10 038 00850984 83146032009620 9/13/09
271	10/1/2009	413730	398.96 AT & T/ CALNET 2	FY10 038 *00860512* 8314711300737 9/13/09
272	10/1/2009	413763	35.04 DYANNE HARTWIG AND DAVE DEGRASSE DBA	FY10 038 *64921* NAME PLATE STEVE LUSTGARDEN
273	10/1/2009	413752	43.00 SANTA CRUZ FIRE EQUIPMENT CO	FY10 038 *79784* FIRE EXT SERVICE
274	10/1/2009	413745	45.00 ROBERT FARMER DBA COYOTE INDUSTRIAL	FY10 038 *20956* SIDEWALK CLEANING
275	10/1/2009	413750	180.07 ROBERT & ALISA DAVIES DBA ALPHAGRAPHS	FY10 038 *20056* PANELS TABLE TOP DISPLAY
276	10/1/2009	413704	525.00 JANE BOLLING DBA JANE BOLLING DESIGN	FY10 038 *RTC 01/09* TABLE TOP DISPLAY
277	10/1/2009	413736	8,725.00 ASSOCIATION OF MONTEREY BAY AREA	FY10 038 *2455* FIRST INV FOR EIR MTP/RTP
278	10/1/2009	413543	16.00 KIM SHULTZ	MEETINGS-VARIOUS 8/12 - 9/22
279	10/1/2009	413769	36.64 ENTERPRISE RENT-A-CAR COMPANY OF	FY10 038 *CALTRANS MTG 8/12/09* K SHULTZ
280	10/1/2009	413543	16.66 KIM SHULTZ	MEETINGS-VARIOUS 8/12 - 9/22
281	10/1/2009	413543	24.34 KIM SHULTZ	MEETINGS-VARIOUS 8/12 - 9/22
282	10/1/2009	413701	15,183.20 CALPERS RETIREMENT SYSTEM	FY10 036 *H200910194000* 1940 OCT 09 INS
283	10/1/2009	413719	30.00 AFLAC-FLEX ONE	FY10 038 *768570ER* FLEX ONE
<i>FY2010 1st Qtr Subtotal</i>			1,697,953.50	

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DATE POSTED	CHECK NUMBER	VENDOR NUMBER	VENDOR NAME	TRANSACTION DESCRIPTION
FY 09-10 2ND QUARTER ENDING		12/31/2010		
284	10/8/2009	414789	16.46 PG & E CUSTOMER BILLING	FY10 039 *2730123841-9 9/28/09*
285	10/8/2009	414789	109.07 PG & E CUSTOMER BILLING	FY10 039 *5605123657-0 9/28/09*
286	10/8/2009	414789	232.79 PG & E CUSTOMER BILLING	FY10 039 *9709471543-6 9/28/09*
287	10/8/2009	414789	247.29 PG & E CUSTOMER BILLING	FY10 039 *2896790497-1 9/28/09*
288	10/8/2009	414815	1,750.00 SPECIAL DISTRICT RISK MGMT AUTHORITY	FY10 039 *0030671-IN* 0007456 9/16/09
289	10/8/2009	414819	38.91 VERIZON WIRELESS	FY10 039 0798476665 8312521554 8/17-9/16/09
290	10/8/2009	414819	38.91 VERIZON WIRELESS	FY10 039 0798476665 8312522397 8/17-9/16/09
291	10/8/2009	414819	45.01 VERIZON WIRELESS	FY10 039 0798476665 8313456441 8/17-9/16/09
292	10/8/2009	414875	64.00 CRYSTAL SPRINGS WATER CO	FY10 039 *054026 9/30/09* WATER
293	10/8/2009	414819	75.60 VERIZON WIRELESS	FY10 039 0798476665 8313325441 8/17-9/16/09
294	10/8/2009	414826	84.48 COSTCO WHOLESALE	FY10 039 *PRF 399-803457975001* MTG 10/1/09
295	10/8/2009	414823	125.00 IRON MOUNTAIN RECORDS MANAGEMENT, INC.	FY10 039 *AWV2023* FILE STORAGE OCT 09
296	10/8/2009	414816	40.57 GENESYS CONFERENCING	FY10 039 I-789015 ASAN102 9/7/09
297	10/8/2009	414816	210.59 GENESYS CONFERENCING	FY10 039 *I-789015* ASAN102 9/7/09
298	10/8/2009	414834	280.00 LA GANGA	FY10 039 *3840* AD 9/25/09 HWY 1 AUX PRJ
299	10/8/2009	414770	386.00 MID COUNTY POST/GREAT EXCHANGE	FY10 039 *5391* AD 9/25/09 HWY 1 AUX PRJ
300	10/8/2009	414790	82.04 PG & E CUSTOMER BILLING	FY10 039 *5824685375-6 9/18/09*
301	10/8/2009	414819	38.91 VERIZON WIRELESS	FY10 039 *0798476665* 8312521553 8/17-9/16/09
302	10/8/2009	414819	38.91 VERIZON WIRELESS	FY10 039 0798476665 8312522817 8/17-9/16/09
303	10/8/2009	414841	64.60 AFLAC-FLEX ONE	FY10 039 *934805* UF995 SEPT 09 INS
304	10/14/2009	415270	100,171.67 CITY OF SANTA CRUZ	FY10 042 TDA ARTICLE 8 FY09/10 2ND QTR CTSA-COM BR
305	10/15/2009	415507	10.00 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC04 4246044555661663 9/22/09
306	10/15/2009	415507	12.25 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC04 4246044555661663 9/22/09
307	10/15/2009	415507	15.99 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC04 4246044555661663 9/22/09
308	10/15/2009	415507	24.00 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC04 4246044555661663 9/22/09
309	10/15/2009	415507	39.95 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC04 4246044555661663 9/22/09
310	10/15/2009	415507	54.71 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC04 4246044555661663 9/22/09
311	10/15/2009	415507	90.00 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC04 4246044555661663 9/22/09
312	10/15/2009	415507	102.07 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC04 4246044555661663 9/22/09
313	10/15/2009	415507	128.19 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC04 4246044555661663 9/22/09
314	10/15/2009	415507	150.00 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC04 *4246044555661663 9/22/09*
315	10/15/2009	415507	199.00 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC04 4246044555661663 9/22/09
316	10/15/2009	415507	11.80 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC04 4246044555661663 9/22/09
317	10/15/2009	415507	11.80 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC04 4246044555661663 9/22/09
318	10/15/2009	415507	15.97 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC04 4246044555661663 9/22/09
319	10/19/2009	415909	89.57 STAPLES CONTRACT & COMMERCIAL, INC.	FY10 040 *97359081* VARIOUS OFFICE SUPPLIES
320	10/19/2009	415829	344.54 CLEAN BUILDING MAINTENANCE	FY10 040 *6533* JANITORIAL SERV SEPT 09
321	10/19/2009	415769	1,927.90 ECOLOGY ACTION OF SANTA CRUZ	FY10 040 *OCT NOV DEC 08* VOBP
322	10/19/2009	415769	2,274.71 ECOLOGY ACTION OF SANTA CRUZ	FY10 040 *MAY-JUNE08* VOBP
323	10/19/2009	415814	2,840.00 J.E.ARRIAGA DBA: JEA & ASSOCIATES	FY10 040 *1035* PROF SERV OCT 09
324	10/19/2009	415800	3,500.00 CAROLYN C. CHANEY & ASSOCIATES INC	FY10 040 *09-84* PROF SERV OCT 09
325	10/19/2009	415892	150.36 RENAISSANCE RAIL GROUP INC	FY10 040 177 PROF SERV SEPT 09
326	10/19/2009	415892	1,049.64 RENAISSANCE RAIL GROUP INC	FY10 040 *177* PROF SERV SEPT 09
327	10/19/2009	415897	4,125.00 THOMAS J EGAN DBA EGAN CONSULTING GROUP	FY10 040 *INVOICE SEPT 2 2009*
328	10/19/2009	415797	6,118.05 MILLER, OWEN & TROST	FY10 040 *28181* PROF SERV JUNE 09
329	10/19/2009	415797	6,992.00 MILLER, OWEN & TROST	FY10 040 *28223* PROF SERV JULY 09
330	10/19/2009	415797	10,017.39 MILLER, OWEN & TROST	FY10 040 *28134* PROF SERV MAY 09
331	10/19/2009	415806	11,400.48 AMEC GEOMATRIX, INC	FY10 040 0075301 6/26/09-7/30/09
332	10/19/2009	415806	12,153.27 AMEC GEOMATRIX, INC	FY10 040 *0075301* 6/26/09-7/30/09
333	10/19/2009	415797	18,446.50 MILLER, OWEN & TROST	FY10 040 *28257* PROF SERV AUG 09
334	10/19/2009	415837	27,889.32 NOLTE ASSOCIATES INC	FY10 043 INV *9100449* SERVICES 5/15-6/11/2009
335	10/19/2009	415837	142,364.54 NOLTE ASSOCIATES INC	FY10 043 INV *9090440* SERVICES 4/17-5/14/2009

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DATE POSTED	CHECK NUMBER	VENDOR NUMBER	VENDOR NAME	TRANSACTION DESCRIPTION
336	10/19/2009	415838	4,026.44 NOLTE ASSOCIATES INC	FY10 043 INV 9110359 SERVICES 6/12-7/9/2009
337	10/19/2009	415838	33,472.40 NOLTE ASSOCIATES INC	FY10 043 INV *9110359* SERVICES 6/12-7/9/2009
338	10/19/2009	415843	29.59 CONNECTIONS COMMUNICATION SERVICES	FY10 041 SAFE CAC-50 MAY 09 CALL BOX CALLS
339	10/19/2009	415792	113.69 CALIFORNIA HIGHWAY PATROL	FY10 040 *M0040323* APR-JUNE 09
340	10/19/2009	415843	241.31 CONNECTIONS COMMUNICATION SERVICES	FY10 041 *SAFE CAC-50 MAY 09 CALL BOX CALLS*
341	10/19/2009	415843	508.69 CONNECTIONS COMMUNICATION SERVICES	FY10 041 *SAFE CAC-49 APRIL 09 CALL BOX CALLS*
342	10/19/2009	415844	261.87 CONNECTIONS COMMUNICATION SERVICES	FY10 040 *CAC-51 JUNE 09* CALL BOXES
343	10/19/2009	415844	373.24 CONNECTIONS COMMUNICATION SERVICES	FY10 040 *CAC-53 AUG 09* CALL BOXES
344	10/19/2009	415844	427.42 CONNECTIONS COMMUNICATION SERVICES	FY10 040 *CAC-52 JULY 09* CALL BOXES
345	10/19/2009	415793	12,033.46 CALIFORNIA HIGHWAY PATROL	FY10 040 *M0040242* APR MAY JUNE 09 SAFE ON 17
346	10/21/2009	416099	50.00 RONALD GRAVES - DIRECTOR	FY10 045 *TC MTG 9/03/09* PER RES 16-81
347	10/21/2009	416215	50.00 RANDY JOHNSON	FY10 045 *TC MTG 9/03/09* PER RES 16-81
348	10/21/2009	416243	50.00 DENE BUSTICHI	FY10 045 *TC MTG 9/03/09* PER RES 16-81
349	10/21/2009	416274	50.00 NEAL COONERTY	FY10 045 *TC MTG 9/03/09* PER RES 16-81
350	10/21/2009	416323	50.00 JOHN LANDIS LEOPOLD	FY10 045 *TC MTG 9/03/09* PER RES 16-81
351	10/21/2009	416323	50.00 JOHN LANDIS LEOPOLD	FY10 045 *TPW MTG 9/17/09* PER RES 46-94
352	10/21/2009	416013	50.00 ELLEN PIRIE	FY10 045 *TC MTG 9/03/09* PER RES 16-81
353	10/21/2009	416013	50.00 ELLEN PIRIE	FY10 045 *TPW MTG 9/17/09* PER RES 46-94
354	10/21/2009	416235	50.00 MARK STONE	FY10 045 *TC MTG 9/03/09* PER RES 16-81
355	10/21/2009	416235	50.00 MARK STONE	FY10 045 *TPW MTG 9/17/09* PER RES 46-94
356	10/21/2009	416242	50.00 ANTONIO R RIVAS	FY10 045 *TC MTG 9/03/09* PER RES 16-81
357	10/21/2009	416250	50.00 KIRBY A NICOL	FY10 045 *TC MTG 9/03/09* PER RES 16-81
358	10/21/2009	416322	50.00 DONALD S. LANE	FY10 045 *TC MTG 9/03/09* PER RES 16-81
359	10/22/2009	416371	37.40 KIM SHULTZ	TRAVEL OCT 19 2009 AMBAG-RTDM TRANSIT MODEL ENCHA
360	10/26/2009	416576	312.48 ERICH FRIEDRICH	FY10 046 *RTC SOCIAL SECURITY OWED*
361	10/26/2009	416577	380.18 SAM MENDEZ	FY10 046 *RTC SOCIAL SECURITY OWED*
362	10/26/2009	416579	1,395.17 LISA POWELL	FY10 046 *RTC SOCIAL SECURITY OWED*
363	10/26/2009	416578	1,579.01 JEFFREY BANKS	FY10 046 *RTC SOCIAL SECURITY OWED*
364	11/5/2009	418066	1,500.00 USER-FRIENDLY COMPUTING	FY10 041 *907400* MONTHLY MAINT OCT 2009
365	11/5/2009	418131	6,000.00 MOSS, LEVY & HARTZHEIM, LLP	FY10 041 *4995* AUDIT SEPT 2009
366	11/5/2009	418081	6,583.33 LOUIS E. RITTENHOUSE	FY10 041 *153* RENT NOV.2009
367	11/5/2009	418153	4,046.60 SEBASTIAN E GUTIERREZ DBA CASE SYSTEMS	FY10 041 *20091793* MAINT JULY 2009
368	11/5/2009	418153	4,375.44 SEBASTIAN E GUTIERREZ DBA CASE SYSTEMS	FY10 041 *20091866* MAINT AUG 2009
369	11/5/2009	418153	4,375.44 SEBASTIAN E GUTIERREZ DBA CASE SYSTEMS	FY10 041 *20091940* MAINT SEPT 2009
370	11/5/2009	418065	10,089.10 LADD'S AUTO BODY	FY10 041 *SEPT 2009 TOW HWY 1 BEAT 2*
371	11/5/2009	418065	10,269.53 LADD'S AUTO BODY	FY10 041 *SEPT 2009 TOW HWY 17 BEAT 1*
372	11/5/2009	418095	14,056.87 CALPERS RETIREMENT SYSTEM	FY10 047 *H2009111940000* INS FOR NOV 2009
373	11/9/2009	418454	17.79 FEDERAL EXPRESS CORP	FY10 048 *9-368-35060* A/C 1621-4761-7
374	11/9/2009	418411	20.00 CALCOG	FY10 048 *DIR MTG 9/22/09*
375	11/9/2009	418465	25.00 IM SOON HU DBA AMERICAN CAFE	FY10 048 *9* RTC MTG 9/3/09
376	11/9/2009	418465	25.00 IM SOON HU DBA AMERICAN CAFE	FY10 048 *10* RTC MTG 10/1/09
377	11/9/2009	418419	26.34 MISSION UNIFORM SERVICES	FY10 048 *210183031* 10/1/09
378	11/9/2009	418419	26.34 MISSION UNIFORM SERVICES	FY10 048 *210186100* 10/15/09
379	11/9/2009	418416	38.85 VERIZON WIRELESS	FY10 048 0807360358 10/16/09 8312522397
380	11/9/2009	418446	44.00 AT & T/ CALNET 2	FY10 048 *00911772* 8314603200962 10/13/09
381	11/9/2009	418455	45.00 ROBERT FARMER DBA COYOTE INDUSTRIAL	FY10 048 *20989* SIDEWALK CLEANING 9/09
382	11/9/2009	418416	45.01 VERIZON WIRELESS	FY10 048 0807360358 10/16/09 8313456441
383	11/9/2009	418416	72.69 VERIZON WIRELESS	FY10 048 0807360358 10/16/09 8313325441
384	11/9/2009	418460	172.56 ED BOGNER MECHANICAL INC	FY10 048 *46386* QTRLY MAINTENANCE HEAT/COOL
385	11/9/2009	418446	231.66 AT & T/ CALNET 2	FY10 048 00911772 8314603200962 10/13/09
386	11/9/2009	418447	412.22 AT & T/ CALNET 2	FY10 048 *00921299* 10/13/09
387	11/9/2009	418413	925.42 SPECIAL DISTRICT RISK MGMT AUTHORITY	FY10 048 *0031047-IN* WORKERS COMP INS

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DATE POSTED	CHECK NUMBER	VENDOR NUMBER	VENDOR NAME	TRANSACTION DESCRIPTION
388	11/9/2009	418452	8,725.00 ASSOCIATION OF MONTEREY BAY AREA	FY10 048 *2513* SECOND INV FOR EIR MTP/RTP
389	11/9/2009	418414	427.49 GENESYS CONFERENCING	FY10 048 I-800491 ASAN102
390	11/9/2009	418414	218.88 GENESYS CONFERENCING	FY10 048 *I-800491* ASAN102
391	11/9/2009	418464	248.17 BAY AREA NEWS GROUP/ SANTA CRUZ SENTINEL	FY10 048 *3271959-093009* AD 9/30/09
392	11/9/2009	418398	83.28 PG & E CUSTOMER BILLING	FY10 048 *582465375-6* 10/19/09 SAFE
393	11/9/2009	418416	38.85 VERIZON WIRELESS	FY10 048 *0807360358* 10/16/09 8312521553
394	11/9/2009	418416	38.85 VERIZON WIRELESS	FY10 048 0807360358 10/16/09 8312521554
395	11/9/2009	418416	38.85 VERIZON WIRELESS	FY10 048 0807360358 10/16/09 8312522817
396	11/9/2009	418434	30.00 AFLAC-FLEX ONE	FY10 048 *815144ER* FLEX ONE OCT 09
397	11/10/2009	418516	47.19 PG & E CUSTOMER BILLING	FY10 049 *2730123841-9 10/28/09*
398	11/10/2009	418516	123.54 PG & E CUSTOMER BILLING	FY10 049 *5605123657-0 10/28/09*
399	11/10/2009	418516	147.79 PG & E CUSTOMER BILLING	FY10 049 *9709471543-6 10/28/09*
400	11/10/2009	418516	250.16 PG & E CUSTOMER BILLING	FY10 049 *2896790497-1 10/28/09*
401	11/10/2009	418592	425.00 KRIS REYES DBA KRIS REYES CONSULTING	FY10 049 *INVOICE* PROF SERV OCTOBER 2009
402	11/10/2009	418560	64.60 AFLAC-FLEX ONE	FY10 049 *358802* UF995 PREM OCT 2009
403	11/12/2009	418800	24.76 KONICA MINOLTA BUSINESS SOLUTIONS	FY10 043 213233903 COPIES SEPT 09
404	11/12/2009	418703	65.02 KONICA MINOLTA BUSINESS SOLUTIONS	FY10 043 *213233903* COPIES SEPT 09
405	11/12/2009	418791	150.23 ROBERT & ALISA DAVIES DBA ALPHAGRAPHICS	FY10 043 *20412* TC PKT 11/5/09
406	11/12/2009	418793	184.00 COMMUNITY TV OF SC COUNTY	FY10 043 *1297* RTC MTG 9/3/09
407	11/12/2009	418781	267.00 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC05 *4246040014342614 10/22/09*
408	11/12/2009	418753	344.54 CLEAN BUILDING MAINTENANCE	FY10 043 *6664* JANITORIAL SERV OCT 2009
409	11/12/2009	418780	2,000.00 MOSS, LEVY & HARTZHEIM, LLP	FY10 044 *5191* FISCAL AUDIT INV *2*
410	11/12/2009	418735	3,500.00 CAROLYN C. CHANEY & ASSOCIATES INC	FY10 043 *09-76* PROF SERV SEPT 2009
411	11/12/2009	418735	3,500.00 CAROLYN C. CHANEY & ASSOCIATES INC	FY10 043 *09-93* PROF SERV NOV 2009
412	11/12/2009	418680	16,542.55 COMMUNITY BRIDGES	FY10 042 *CLAIM 1 QTR 4 0708 INV*
413	11/12/2009	418781	20.00 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC05 4246040014342614 10/22/09
414	11/12/2009	418781	40.95 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC05 4246040014342614 10/22/09
415	11/12/2009	418781	46.77 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC05 4246040014342614 10/22/09
416	11/12/2009	418781	90.80 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC05 4246040014342614 10/22/09
417	11/12/2009	418781	95.18 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC05 4246040014342614 10/22/09
418	11/12/2009	418781	455.99 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC05 4246040014342614 10/22/09
419	11/12/2009	418731	12,921.20 MILLER, OWEN & TROST	FY10 043 *28292* PROF SERV SEPT 2009
420	11/12/2009	418781	24.10 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC05 4246040014342614 10/22/09
421	11/12/2009	418781	112.47 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC05 4246040014342614 10/22/09
422	11/12/2009	418781	46.77 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC05 4246040014342614 10/22/09
423	11/12/2009	418781	60.71 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC05 4246040014342614 10/22/09
424	11/12/2009	418781	171.96 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC05 4246040014342614 10/22/09
425	11/12/2009	418781	210.56 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC05 4246040014342614 10/22/09
426	11/19/2009	419706	36.00 GEORGE A. DONDERO II	OCT 09 MEETINGS
427	11/19/2009	419706	173.14 GEORGE A. DONDERO II	OCT 09 MEETINGS
428	11/19/2009	419706	15.00 GEORGE A. DONDERO II	OCT 09 MEETINGS
429	11/19/2009	419706	15.00 GEORGE A. DONDERO II	OCT 09 MEETINGS
430	11/19/2009	419706	5.84 GEORGE A. DONDERO II	SEP 09 MEETING W COMMISSION CHAIR
431	11/19/2009	419706	18.00 GEORGE A. DONDERO II	SEP 09 MEETING W COMMISSION CHAIR
432	11/19/2009	419706	35.84 GEORGE A. DONDERO II	SEP 09 MEETING W COMMISSION CHAIR
433	12/2/2009	421022	14,161.69 CALPERS RETIREMENT SYSTEM	FY10 052 *H2009121940000* INV FOR DEC 2009
434	12/3/2009	421375	26.34 MISSION UNIFORM SERVICES	FY10 051 *210189160* 10/29/09 MATS
435	12/3/2009	421375	26.34 MISSION UNIFORM SERVICES	FY10 051 *210192220* 11/12/09 MATS
436	12/3/2009	421501	43.00 CRYSTAL SPRINGS WATER CO	FY10 051 054026 WATER FOR OCT 09
437	12/3/2009	421494	45.00 ROBERT FARMER DBA COYOTE INDUSTRIAL	FY10 051 *21017* SIDEWALK CLEANING 10/14/09
438	12/3/2009	421343	50.00 TONY CAMPOS	FY10 050 *TPW MTG 10/15/09* PER RES 46-94
439	12/3/2009	421376	50.00 RANDY JOHNSON	FY10 050 *TC MTG 10/01/09* PER RES 16-81

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440	12/3/2009	421376	50.00 RANDY JOHNSON	FY10 050 *TPW MTG 10/15/09* PER RES 46-94
441	12/3/2009	421414	50.00 DENE BUSTICHI	FY10 050 *TC MTG 10/01/09* PER RES 16-81
442	12/3/2009	421424	50.00 KIRBY A NICOL	FY10 050 *TC MTG 10/01/09* PER RES 16-81
443	12/3/2009	421424	50.00 KIRBY A NICOL	FY10 050 *TPW MTG 10/15/09* PER RES 46-94
444	12/3/2009	421450	50.00 NEAL COONERTY	FY10 050 *TC MTG 10/01/09* PER RES 16-81
445	12/3/2009	421524	50.00 DONALD S. LANE	FY10 050 *TC MTG 10/01/09* PER RES 16-81
446	12/3/2009	421387	65.01 COSTCO WHOLESALE	FY10 051 PRF 400 *803457975001 10/29/09*
447	12/3/2009	421540	77.44 INTERCALL INC DBA GENESYS CONFERENCING	FY10 051 *I759259*
448	12/3/2009	421263	80.00 ECOLOGY ACTION OF SANTA CRUZ	FY10 051 *ANNUAL MEMBERSHIP FY2010*
449	12/3/2009	421531	125.00 IRON MOUNTAIN	FY10 051 *AZF2427* FILE STORAGE OCT 09
450	12/3/2009	421505	184.00 COMMUNITY TV OF SC COUNTY	FY10 051 *1303* RTC MTG. 10/1/09
451	12/3/2009	421249	50.00 RONALD GRAVES - DIRECTOR	FY10 050 *TPW MTG 10/15/09* PER RES 46-94
452	12/3/2009	421114	50.00 ELLEN PIRIE	FY10 050 *TC MTG 10/01/09* PER RES 16-81
453	12/3/2009	421400	50.00 MARK STONE	FY10 050 *TC MTG 10/01/09* PER RES 16-81
454	12/3/2009	421400	50.00 MARK STONE	FY10 050 *TPW MTG 10/15/09* PER RES 46-94
455	12/3/2009	421413	50.00 ANTONIO R RIVAS	FY10 050 *TC MTG 10/01/09* PER RES 16-81
456	12/3/2009	421413	50.00 ANTONIO R RIVAS	FY10 050 *TPW MTG 10/15/09* PER RES 46-94
457	12/3/2009	421420	50.00 DONALD NORMAN HAGEN	FY10 050 *TPW MTG 10/15/09* PER RES 46-94
458	12/3/2009	421524	50.00 DONALD S. LANE	FY10 050 *TPW MTG 10/15/09* PER RES 46-94
459	12/3/2009	421525	50.00 JOHN LANDIS LEOPOLD	FY10 050 *TPW MTG 10/15/09* PER RES 46-94
460	12/3/2009	421539	50.00 STEVE LUSTGARDEN	FY10 050 *TC MTG 10/01/09* PER RES 16-81
461	12/3/2009	421540	173.92 INTERCALL INC DBA GENESYS CONFERENCING	FY10 051 I759259
462	12/3/2009	421506	27.45 ZOCCOLI'S DELI	FY10 051 *22* STARS MTG 10/14/09
463	12/3/2009	421537	49.20 ENTERPRISE RENT-A-CAR COMPANY OF	FY10 051 *611105-2318* MTG 10/14-10/15/09
464	12/3/2009	421506	57.87 ZOCCOLI'S DELI	FY10 051 22 STARS MTG 11/13/09
465	12/3/2009	421153	75.00 KIM SHULTZ	FY10 051 *793220103* K SHULTZ URM
466	12/7/2009	422114	110.76 KONICA MINOLTA BUSINESS SOLUTIONS	FY 10 047 213392038 COPIES
467	12/7/2009	422116	116.22 OFFICE DEPOT	FY 10 047 496209628001
468	12/7/2009	422116	175.17 OFFICE DEPOT	FY10 047 *494716821001*
469	12/7/2009	421940	1,620.00 COMMUNITY BRIDGES	FY10 047 4380 SEPT 09
470	12/7/2009	422044	2,840.00 J.E.ARRIAGA DBA: JEA & ASSOCIATES	FY10 047 1036 RET FEES PROF SERV NOV 09
471	12/7/2009	422026	4,135.50 ECOLOGY ACTION OF SANTA CRUZ	FY10 045 *JULY SEPTEMBER 2009* BTW
472	12/7/2009	422054	6,583.33 LOUIS E. RITTENHOUSE	FY10 046 *154* OFFICE RENT DEC 09
473	12/7/2009	422110	2,366.08 THOMAS J EGAN DBA EGAN CONSULTING GROUP	FY 10 047 *SEPT/OCT 09* PROF SERV
474	12/7/2009	422110	13,477.66 THOMAS J EGAN DBA EGAN CONSULTING GROUP	FY10 047 SEPT/OCT 09 PROF SERV
475	12/7/2009	422036	9,365.28 LADD'S AUTO BODY	FY10 045 OCT 09 TOW BEAT 2 HWY 1
476	12/7/2009	422036	9,930.25 LADD'S AUTO BODY	FY 10 045 OCT 09 TOW BEAT 1 HWY 17
477	12/9/2009	422277	22.55 DAVID GARTI	OCT/NOV 2009 BIKES SECURE OBSERVATION/GUIDE TO SP.
478	12/9/2009	422276	33.77 GEORGE A. DONDERO II	NOV 09: MTG W/TAMC/AMBAG;MTG WITH CTC
479	12/9/2009	422276	32.67 GEORGE A. DONDERO II	NOV 09: MTG W/TAMC/AMBAG;MTG WITH CTC
480	12/14/2009	423072	16.00 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC06 *4246040014342614* 11/22/09
481	12/14/2009	423072	34.66 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC06 4246040014342614 11/22/09
482	12/14/2009	423072	39.95 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC06 4246040014342614 11/22/09
483	12/14/2009	423072	61.94 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC06 4246040014342614 11/22/09
484	12/14/2009	423072	85.62 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC06 4246040014342614 11/22/09
485	12/14/2009	423072	128.06 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC06 4246040014342614 11/22/09
486	12/14/2009	423072	209.26 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC06 4246040014342614 11/22/09
487	12/14/2009	423072	375.00 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC06 4246040014342614 11/22/09
488	12/14/2009	423072	479.99 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC06 4246040014342614 11/22/09
489	12/14/2009	423072	509.99 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC06 4246040014342614 11/22/09
490	12/14/2009	423072	18.00 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC06 4246040014342614 11/22/09
491	12/14/2009	423072	224.94 US BANK CORPORATE PAYMENT SYSTEMS	FY10 CC06 4246040014342614 11/22/09

ATTACHMENT 1

SCCRTC
Quarterly Warrants Report
FY2008-2009
(July 1, 2009 - December 31, 2009)

DATE POSTED	CHECK NUMBER	VENDOR NUMBER	VENDOR NAME	TRANSACTION DESCRIPTION	
492	12/14/2009	422992	13,333.33	CITY OF SANTA CRUZ	FY10 053 TDA ARTICLE 8 FY 09/10 ADDITIONAL 2ND
493	12/15/2009	423138	36.91	PG & E CUSTOMER BILLING	FY10 054 *9709471543-6 11/25/09*
494	12/15/2009	423230	44.00	AT & T/ CALNET 2	FY 10 054*00982914* 8314711300737 11/13/09
495	12/15/2009	423138	54.17	PG & E CUSTOMER BILLING	FY10 054 *5605123657-0 11/25/09*
496	12/15/2009	423138	88.39	PG & E CUSTOMER BILLING	FY10 054 *2730123841-9 11/25/09*
497	12/15/2009	423138	98.39	PG & E CUSTOMER BILLING	FY10 054 *2896790497-1 11/25/09*
498	12/15/2009	423230	276.06	AT & T/ CALNET 2	FY 10 054*00973426* 8314603200962 11/13/09
499	12/15/2009	423230	351.28	AT & T/ CALNET 2	FY 10 054 00982914 8314711300737 11/13/09
500	12/15/2009	423218	776.00	CALIFORNIA SPECIAL DISTRICT ASSOCIATION	FY 10 054 *ID34413* DUES FOR 2010
501	12/15/2009	423177	38.85	VERIZON WIRELESS	FY10 054 *0816497747 831-252-2397* 12/11/09
502	12/15/2009	423177	45.01	VERIZON WIRELESS	FY10 054 *0816497747 831-332-6441* 12/11/09
503	12/15/2009	423244	57.00	CRYSTAL SPRINGS WATER CO	FY 10 054 *054026100 NOV 2009*
504	12/15/2009	423165	66.50	CITY OF SANTA CRUZ	FY10 054 *001* PRINTS FOR LG CONF ROOM
505	12/15/2009	423177	76.66	VERIZON WIRELESS	FY10 054 *0816497747 831-332-5441* 12/11/09
506	12/15/2009	423210	1,000.00	EL DORADO CO TRANSPORTATION	FY10 054 *DUES FOR 7/1-12/31/09* RCTF
507	12/15/2009	423173	1,275.00	CS-NET LLC DBA THE SUM GROUP	FY10 054 *7131* PSOTINI SPAM/VIRUS FILTERING 2010
508	12/15/2009	423243	88.60	FEDERAL EXPRESS CORP	FY10 054*9-407-97426* A/C 1621-4761
509	12/15/2009	423262	368.22	INTERCALL INC DBA GENESYS CONFERENCING	FY 10 054 *I-808879* 11/07/09
510	12/15/2009	423245	20.85	ZOCCOLI'S DELI	FY10 054 *38* LUNCHES GEORGE AND CALTRANS STAFF
511	12/15/2009	423262	205.10	INTERCALL INC DBA GENESYS CONFERENCING	FY 10 054 #I-808879# 11/07/09
512	12/15/2009	423177	38.85	VERIZON WIRELESS	FY10 054 *0816497747 831-252-1553* 12/11/09
513	12/15/2009	423137	65.84	PG & E CUSTOMER BILLING	FY10 054 *5824685375-6 11/18/09*
514	12/15/2009	423177	38.85	VERIZON WIRELESS	FY10 054 *0816497747 831-252-1554* 12/11/09
515	12/15/2009	423177	38.85	VERIZON WIRELESS	FY10 054 *0816497747 831-252-2817* 12/11/09
516	12/15/2009	423219	30.00	AFLAC-FLEX ONE	FY10 054 *862108ER* FLEX ONE NOV 09
517	12/15/2009	423219	64.60	AFLAC-FLEX ONE	FY10 054 *788716* UF995 NOV 09
518	12/15/2009	423116	208.03	KIM SHULTZ	FY 10 054 *793290415* URM
519	12/15/2009	423115	352.00	NZUZI NIKUNA	FY 10 054 *793360083* URM
520	12/21/2009	424215	1,905.00	JOE CALLERO, INC. DBA WESTERN DESIGN	FY10 055 *CARPET INSTALL CONF ROOM* 12/29/09
521	12/21/2009	424246	16.00	NATIONAL DATA & SURVEYING SERVICES	FY10 048 *09-7458* OCT 2009 VOC
522	12/21/2009	424314	20.31	OFFICE DEPOT	FY10 048 *496209628002* OFFICE SUPPLIES
523	12/21/2009	424194	344.54	CLEAN BUILDING MAINTENANCE	FY10 048 *6778* JANITORIAL NOV 2009
524	12/21/2009	424165	2,840.00	J.E.ARRIAGA DBA: JEA & ASSOCIATES	FY10 048 *1037* PROF SERV DEC 2009
525	12/21/2009	424152	3,500.00	CAROLYN C. CHANEY & ASSOCIATES INC	FY10 048 *09-102* PROF SERV DEC 2009
526	12/21/2009	424246	4,054.00	NATIONAL DATA & SURVEYING SERVICES	FY10 048 09-7458 OCT 2009 VOC
527	12/21/2009	423854	20.00	KARENA PUSHNIK	APTOS CHAMBER BREAKFAST 12/10/09
528	12/21/2009	424159	99.52	AMEC GEOMATRIX, INC	FY10 048 *0076044* PROF SERV 7/31-8/27/09
529	12/21/2009	424141	18,518.15	MILLER, OWEN & TROST	FY10 048 *28367* NOV 2009
530	12/21/2009	424141	20,539.64	MILLER, OWEN & TROST	FY10 048 *28335* OCT 2009
531	12/21/2009	424141	22,661.78	MILLER, OWEN & TROST	FY10 048 28335 NOV 2009
532	12/21/2009	424159	25,644.73	AMEC GEOMATRIX, INC	FY10 048 0076044 PROF SERV 7/31-8/27/09
533	12/21/2009	424224	24,996.29	NOLTE ASSOCIATES INC	FY10 049 INV *9120364* SERVICES 7/10-8/6/09
534	12/21/2009	424225	35,813.35	NOLTE ASSOCIATES INC	FY10 050 INV *10010380* SERVICES 9/4-10/1/09
535	12/21/2009	424224	45,233.23	NOLTE ASSOCIATES INC	FY10 049 INV *9130347* SERVICES 8/7-9/3/09
536	12/21/2009	424225	57,685.92	NOLTE ASSOCIATES INC	FY10 050 INV *9120363* SERVICES 7/10-8/6/09
537	12/21/2009	424225	64,468.27	NOLTE ASSOCIATES INC	FY10 050 INV *9130351* SERVICES 8/7-9/3/09
538	12/21/2009	424292	4,375.44	SEBASTIAN E GUTIERREZ DBA CASE SYSTEMS	FY10 048 *20092026* OCT 2009 CALL BOX MAINT
539	12/21/2009	424139	12,078.84	CALIFORNIA HIGHWAY PATROL	FY10 048 M0041289 JULY-SEPT 2009
540	12/21/2009	424139	24,195.75	CALIFORNIA HIGHWAY PATROL	FY10 048 *M0041289* JULY-SEPT 2009
541	12/23/2009	424628	6,583.33	LOUIS E. RITTENHOUSE	FY10051 *155* RENT JANUARY 2010

FY2010 2nd Qtr Subtotal

991,879.72

REPORT TOTAL

2,689,833.22

ATTACHMENT 2

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
 FY2009-2010
 QUARTELY CREDIT CARD REPORT
 1st Quarter Ending 9/22/2009

Statement Date: 7/22/2009

PAYEE	DESCRIPTION	GEORGE	CATHY	YESENIA	TOTAL	INDEX	ACCOUNT NO.
The Transportation Research Board	Publications (Qty 4) informational for RTC		172.46		172.46	721750	3485
PayPal (Marin County)	Marin County Bicycle Route Map		12.00		12.00	721750	3485
Cruzio	Monthly Web Maintenance		40.95		40.95	721750	3665
Stamps.com	Monthly Service Fee		15.99		15.99	721750	3491
Amazon.com	20 Ft. USB Printer Cable		15.98		15.98	721750	3493
Amazon.com	Book (Growing Cooler) informational for RTC		35.96		35.96	721750	3485
Beacon	Refueling Prius			27.36	27.36	721750	4160
Big Sky Café (San Luis Obispo)	Meeting with Caltrans, District 5 Lunch - George & Kim - Re: HOV Lane Environmental Document	33.22			33.22	722100	4168
Subtotal		33.22	293.34	27.36	353.92		

Statement Date: 08/24/09

PAYEE	DESCRIPTION	GEORGE	CATHY	YESENIA	TOTAL	INDEX	ACCOUNT NO.
Starbucks	Refreshments for RTC Meeting			11.50	11.50	721750	3975
USA Petroleum	Refueling Prius			23.01	23.01	721750	4160
SurveyMonkey.com	Online Survery Tool for Commute Solutions			200.00	200.00	721400	3665
Santa Cruz Parking Office	Reload Bicycle Locker Key Cards		60.00		60.00	721750	3975
Stamps.com	Purchase of Postage/Stamps.com		496.00		496.00	721750	3491
USPS	Postage - Certified Mail - Letter Kristen Merriman/Caltrans, District 5		3.24		3.24	721750	3491
Batteries Plus	Replacement Batteries for UPS Back Up/Computers		152.90		152.90	721750	3493
Cruzio	Monthly Web Maintenance		39.95		39.95	721750	3665
Stamps.com	Monthly Postage Maintenance Fee		15.99		15.99	721750	3491
Starbucks	Refreshments for RTC Meeting		12.00		12.00	721750	3975
Noah's NY Bagels	Refreshments for TPW Meeting		17.48		17.48	721750	3975
USA Petroleum	Refueling Prius			7.16	7.16	721750	4160
Union 76	Refueling Prius			21.01	21.01	721750	4160
AMI Petroleum	Refueling Prius			26.64	26.64	721750	4160
Subtotal		-	797.56	289.32	1,086.88		

ATTACHMENT 2

Statement Date: 09/22/09

PAYEE	DESCRIPTION	GEORGE	CATHY	YESENIA	GEORGE	INDEX	ACCOUNT NO.
Union 76	Refueling Prius			12.25	12.25	721750	4160
LuLu Carpenter	Refreshments for RTC Meeting 09/03/09			16.70	16.70	721750	3975
Peets Coffee/Tea	Refreshments for RTC Meeting 09/03/09			12.95	12.95	721750	3975
CVS Pharmacy	Refreshments for the B/A & P Meeting 09/17/09			8.37	8.37	721750	3975
Avangate.com	Software Program (Quark to Adobe inDesgn)			199.00	199.00	721750	3489
Cruzio	Monthly Web Maintenance		39.95		39.95	721750	3665
Urban Land Institute	E Book (<i>Moving Cooler</i>) for RTC		24.00		24.00	721750	3485
Stamps.com	Monthly Postage Maintenance Fee 9/09		15.99		15.99	721750	3491
The Transportation Research Board	Annual Membership Renewal (George Dondero)		150.00		150.00	721750	3450
Buy.com	Western Digital 500GB Hard Drive		128.19		128.19	721750	8410
Noah's NY Bagels	Refreshments for TOS Meetings 09/16/09		15.97		15.97	721750	3975
DRI Western Digital Online Store	Storage Case for Western Digital 500GB Hard Drive Lunch, G. D. w/Tony Campos on variousTC Opseration projects		21.88		21.88	721750	3493
Ristorante Italiano Santa Cruz		40.93			40.93	721750	3975
City of Monterey	Parking for CTC Meeting 08/27/09 G. Dondero	10.00			10.00	721750	4168
Radioshack	Phone Charger - George's Treo	32.83			32.83	721750	3493
Ristorante Italiano Santa Cruz	Lunch w/Ellen Pirie - Highway 1 Aux and HOV Item split - Total cost - \$23.60	11.80			11.80	722250	3975
Ristorante Italiano Santa Cruz	Lunch w/Ellen Pirie - Highway 1 Aux and HOV Item split - Total cost - \$23.61	11.80			11.80	722200	3975
PayPal - Oregon Chapter of the American Planning Association	Oregon Transportation Summit 09/11/09 G. Dondero	90.00			90.00	721750	4170
Auntie Mames Scotts Valley	Breakfast w/Randy Johnson (TC Ops)	23.12			23.12	721750	3975
	Subtotal	220.48	395.98	249.27	865.73		
	TOTAL	253.70	1,486.88	565.95	2,306.53		

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AGENDA: February 11, 2010

TO: Budget and Administration/Personnel Committee
FROM: Yesenia Parra, Administrative Services Officer
George Dondero, Executive Director
RE: Payroll Services

RECOMMENDATIONS

Information item only

BACKGROUND

On November 2, 2006 the RTC approved agreements with the County of Santa Cruz for services provided by the Treasurer-Tax Collector and the Auditor-Controller's office. Since autonomy these departments have provided banking, investment, payroll, check writing and accounting services for the RTC.

DISCUSSION

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.

Staff has released a Request for Proposal ([Attachment 2](#)) for payroll services to begin in May 2010 to allow for some overlap with the Auditor-Controller's office. The proposal also asks that the consultant also offer accounting services for any future RTC needs.

SUMMARY

The RTC has been notified that the County of Santa Cruz will no longer be able to provide payroll services for the RTC 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. Staff has released an RFP ([Attachment 2](#)) for payroll services.

Attachments:

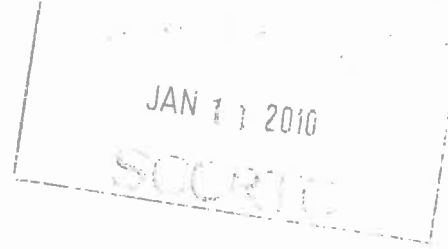
1. Letter from Mary Jo Walker, Auditor-Controller
2. Proposed Request for proposal



COUNTY OF SANTA CRUZ

MARY JO WALKER, AUDITOR-CONTROLLER
701 OCEAN STREET, SUITE 100, SANTA CRUZ, CA 95060-4073
(831) 454-2500 FAX (831) 454-2660

Edith Driscoll, Chief Deputy Auditor-Controller
Pam Silbaugh, General Accounting Manager
Mark Huett, Audit and Systems Manager
Marianne Ellis, Property Tax Accounting Manager



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.

7-3

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:

Name and Title	Phone	Email
Mo Schillinger, Payroll Supervisor	454-2669	Mo Schillinger@co.santa-cruz.ca.us
Marianne Ellis, Property Tax Accounting Manager	454-2674	Marianne Ellis@co.santa-cruz.ca.us
Pam Silbaugh, Accounting Manager	454-2679	Pam Silbaugh@co.santa-cruz.ca.us

Regards,


Mary Jo Walker
Auditor-Controller

cc: Susan Mauriello, County Administrative Officer
Fred Keeley, Treasurer-Tax Collector
Auditor-Controller Staff
Chair, Board of Supervisors

7-4



SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
1523 Pacific Ave., Santa Cruz, CA 95060-3911 • (831) 460-3200 FAX (831) 460-3215 EMAIL info@sccrtc.org

REQUEST FOR PROPOSALS (RFP)

The Santa Cruz County Regional Transportation Commission (RTC) invites qualified consultants to submit proposals for:

Payroll Services

You are invited to submit your Proposal including a Fee Schedule for the Payroll Services outlined in the attached Scope of Work. Submissions are due to the Santa Cruz County Regional Transportation Commission, Attention: Yesenia Parra, 1523 Pacific Avenue, Santa Cruz, CA 95060 by **Noon on Friday, March 19, 2010.**

Printed copies of this RFP are available at the RTC Office and may be obtained upon request. This RFP is also available on the RTC website (www.sccrtc.org) in PDF format. Please contact Yesenia Parra, (831) 460-3218 for further information about this opportunity.

The RTC is an equal opportunity employer. Women and minority-owned businesses are encouraged to apply.

Thank you for your interest in this project.

Santa Cruz County Regional Transportation Commission
1523 Pacific Avenue, Santa Cruz, CA 95060
(831) 460-3200 / Fax (831) 460-3215

DATE: February 3, 2010
TO: Interested Consultants
FROM: Yesenia Parra, Administrative Services Officer
RE: Request for Proposals for Payroll Services

INVITATION

The Santa Cruz County Regional Transportation Commission (RTC) is pleased to announce a request for proposals (RFP) for Payroll Services.

You are invited to submit a proposal for the services outlined in the attached Scope of Work that includes a fee schedule including processing, delivery and tax reporting rates and an estimate of hours per task by named individual.

One unbound hard-copy reproducible original, one electronic file and 5 printed copies of the proposal are required.

Your written Proposal and cost information is due by Noon, Friday, March 19, 2010 in the office of the Santa Cruz County Regional Transportation Commission (RTC), 1523 Pacific Avenue, Santa Cruz, CA, Attention: Yesenia Parra.

A pre-proposal conference will be held at 3:00pm on Tuesday, February 24, 2010 in the RTC Conference Room, 1523 Pacific Avenue, Santa Cruz. Proposers should plan to attend this forum as it will provide an opportunity to have questions answered and to view existing equipment and facilities. Responses to all questions asked prior to and during the conference will be made available to all potential proposers.

The selection process shall not be based solely upon project cost information. Due to the mission-critical nature of the services to be performed, experience, qualifications, good customer service, and reliability will be important factors in selecting a consultant.

CONTRACT DESCRIPTION

The Santa Cruz County Regional Transportation Commission (RTC) is a state-designated public agency with regional transportation planning responsibilities that cross city-county boundaries. The organization currently has 16 staff members.

Since the founding of the Santa Cruz County Regional Transportation Commission (RTC) in 1972, the County of Santa Cruz has provided payroll and accounting Services for the agency

including but limited to payroll services, tax management and has also provided a variety of payroll reports.

Due to the need for specialized payroll services, this RFP emphasizes qualifications and experience in providing similar, high-quality payroll services to small businesses and organizations.

SELECTION PROCESS

A selection committee comprised of RTC staff and other partner agency (s) will review and evaluate the proposals submitted. This review will be followed by an oral interview between the selection Committee and the firm(s) that respond(s) best to the RFP. The selection committee will recommend a consultant to the RTC. Staff will meet with the selected consultant and will negotiate a final Scope of Work and a Fee Schedule for the project. The final Scope of Work will include a full description of each task, a description of deliverable products, and a schedule of the due dates for the deliverable products and other important milestones. The final negotiated contract will meet legal requirements as well as agency needs.

Commission staff and other RTC designated representatives will screen the proposals and interview qualified candidates based on the following factors to be considered in selecting the consultant:

1. Experience of the key personnel assigned to the project.
2. Proposed approach to the project.
3. Understanding of the project and its particular challenges and constraints.
4. Demonstrated ability to complete projects by specified deadlines.
5. Committed degree of participation for key personnel.
6. Evaluation and references from former and/ or current clients.
7. Results from the interview, if applicable.
8. Cost.

SUBMITTAL REQUIREMENTS/PROPOSAL CONTENTS

All interested firms are required to submit one (1) reproducible hard-copy original plus five (5) printed copies and an electronic file of the Proposal on CD to perform the requested consulting services. The Proposal must include demonstrated experience, knowledge and ability as outlined in the factors listed above.

PROPOSAL CONTENTS

A. Project Team

The Proposer must identify the Account Manager who will be working directly with the RTC and engaged in managing the work. Resumes must be included in an appendix referencing the individual's qualifications and experience in managing similar projects. List relevant projects worked on, dates showing length of time spent on each project and the specific duties

responsibilities for each project. References (contact persons and phone numbers) for prior relevant work must be provided.

Identify the responsibilities of the key individuals, other than the Account Manager, who will be assigned to the proposed contract, and who will have major responsibilities for performance of the services required. Include resumes as appendices that list relevant projects worked on, dates showing length of time spent on each project and the specific duties and responsibilities for each project. References (contact persons and phone numbers) for prior relevant work must be provided.

The RTC reserves the right to approve or disapprove any change to the successful Proposer's Account Manager. Personnel changes that impact the contract may result in the cancellation of the contract.

B. Demonstrated Knowledge

Proposal shall include a comprehensive narrative section that illustrates your understanding of the requirements of the project and the project schedule. Proposal shall also include a comprehensive narrative section that sets out the methodology, strategy and management plan they intend to employ and illustrates how the methodology will serve to accomplish the work and meet the RTC's project schedule. Be specific in addressing the various tasks to be performed and state how they will be carried out. Finally, describe comprehensively the management plan to be followed and illustrate how the plan will serve to accomplish the work.

C. Cost Proposal

The Proposal must provide a fee schedule with monthly rates for regularly scheduled activities and help desk support. The breakdown should include the following categories: labor costs, administrative costs, equipment and materials, and subcontractant or consultant team costs. A fee schedule for emergency and/or after hours service calls is also required.

D. Proposed Schedule of Work and Deadlines

The Proposal must include availability of the Project Team to conduct work within the anticipated timeframes. The minimum requirement is "Same Day Response" for technical support (weekdays only).

E. References

The Proposal shall include at least three (3) references from past clients for similar types of payroll services.

F. Required Attachments

Company profile with information on the services and resumes that list all certifications that demonstrate the level of technical expertise or qualifications of key staff.

All Proposals must be submitted by Noon on Friday, March 19, 2010 to the Santa Cruz County Regional Transportation Commission, Attention: Yesenia Parra, 1523 Pacific Avenue, Santa Cruz, CA 95060.

MISCELLANEOUS

A. Modification or Withdrawal of Submittals

Any Proposals received prior to the deadline specified above may be withdrawn or modified by written request of the proposer. To be considered, however, the modified Proposal must be received by the time and date specified above.

B. Property Rights

Any Proposals received within the prescribed deadline become the property of the RTC and all rights to the contents the proposal become those of RTC.

C. Confidentiality

Before making any consultant selection recommendations to the RTC, all Proposals will be designated confidential to the extent permitted by the California Public Records Act. After award of the contract (or if not awarded, after rejection of all Proposals), all responses to the RFP will be regarded as public records and will be subjected to review by the public. Any language purporting to render all, or portions of the Proposal, confidential will be regarded as non-effective and will be disregarded.

D. Amendments to Request for Proposals

The RTC reserves the right to amend the Request for Proposals by addendum before the final Proposal submittal date.

E. Non-Commitment of the RTC

This Request for Proposals does not commit the RTC to award a contract, to pay any costs incurred in the preparation of a Proposal for this request, or to procure or contract for services.

All products used or developed in the execution of any contract resulting from this Request for Proposals will remain in the public domain at the completion of the contract.

F. Conflict of Interest

The prospective consultant shall disclose any financial, business or other relationship with the RTC that may have an impact upon the outcome of this contract or potential future RTC projects resulting from this effort. The prospective consultant shall also list current clients who may have a financial interest in the outcome of this contract or RTC projects that will follow. In particular, the prospective consultant shall disclose any financial interest or relationship with any company that might submit a bid on RTC projects.

G. Nondiscrimination

The selected consultant shall comply, and shall require its sub consultants and subconsultant or consultant teams to comply, with all applicable federal, state, and local laws, ordinances, rules, and regulations in regard to nondiscrimination in employment because of race, creed, color, ancestry, national origin, religion, sex, marital status, age, medical condition, pregnancy, disability, or other prohibited basis.

H. Final Selection and Objections

The RFP selection process is considered concluded when a recommendation for consultant selection is made to the RTC Board. The firm recommended by the selection committee is not a final selection and no contract is certain until approved by RTC.

To enable proper consideration by the Commission, anyone wishing to express objection to the recommendation (including a proposer) may do so by submitting a detailed written statement of objection no later than three (3) days prior to the meeting at which the recommendation for consultant selection will be considered to:

Santa Cruz County Regional Transportation Commission
Attention: Yesenia Parra
1523 Pacific Avenue, Santa Cruz, CA 95060
(831) 460-3200
yparra@scrtc.org

CONSULTANT SELECTION SCHEDULE

Request for Proposals

- Issue to Consultants February 2, 2010

Consultant Proposals

- Pre-proposal conference February 24, 2010
- Proposals due March 12, 2010
- Interviews March 22 & 23, 2010
- Select consultant to recommend to RTC By March 29, 2010

Consultant Contract

1. RTC approves consultant April 1, 2010
1. Finalize contract April 9, 2010
1. Contract begins Open

QUESTIONS

If you need assistance or have any questions, please contact Yesenia Parra, at (831) 460-3218, or by email at yparra@scrtc.org.

Attachment 1. Scope of Work

Attachment 1

Draft Scope of Work

PAYROLL/ACCOUNTING SERVICES

DESCRIPTION

The Santa Cruz County Regional Transportation Commission is seeking a consultant or consultant team to provide Payroll and accounting Services; there are currently 16 employees on payroll.

The Consultant shall provide the required services to meet the RTC payroll needs and in accordance with relevant laws and regulations. The Consultant shall prepare bi-weekly payroll calculations and process payroll checks from approved time reports. The consultant may also be asked to provide accounting services to include: general ledger, accounts payable, accounts receivable and cash book. The Consultant will make, on timely basis, the required tax payment and other non tax payroll related payments such as benefits as the RTC may need; prepare and file related tax reports, perform all required payroll tax and other reporting. The Consultant shall also track costs by project. The Consultant will prepare the reports of payroll activity in the format designated by the RTC.

Following is a list of specific services required under this contract:

A. Process Payroll:

The consultant will normally process payroll once every two weeks or as needed from the time cards or other electronic data input from the RTC; make direct deposit to employees bank accounts; issue physical check to employees on non-direct deposit system; issue special check on demand if necessary; make payment to a third party designated by the RTC for other non-tax payroll liabilities and benefits; issue earning statement to each employee on pay day unless an electronic access is feasible and so requested by the RTC in the agreement.

The payroll checks will be issued within one (1) day of payroll completion. The Consultant will be expected to process payroll checks for terminated employees within three (3) days of receipt of the completed time sheet or as required by law. The Consultant or consultant team will issue stop payment and re-issue checks upon request by the RTC. Issue per diem checks within (5) days from the time documentation is received by the Consultant or consultant team

B. Payroll Bank Account Management:

The consultant will pay all payroll liabilities from a bank account to be set up by the RTC, and will advise the RTC on cash requirement well in advance of the payment due date to ensure funds are always available in the account to meet the

obligations. The Consultant will provide, on a monthly basis, a report of the bank activity supported by proof of payment, within ten (10) days after the end of the month.

C. Job Costing:

The Consultant shall maintain a job costing system which will track individual projects costs, which are used for revenue billing (cost reimbursement) and other financial reporting. A job costing report will be issued each pay day.

D. Tax Management:

1. The Consultant will guarantee to prepare and disburse funds, penalty free, to appropriate agencies for the following taxes:
 - Income tax
 - Social Security Tax
 - FUTA and SUI if necessary
2. The Consultant will file all required returns including but not limited to 941 and 940
3. Consultant will issue a W-2 to each employee
4. Consultant will respond to the IRS on inquiries related to payroll taxes and returns filing.

E. Payroll Reports:

Besides bi-weekly job costing report and employee earning statements, the Consultant should be capable to produce individual employee's and company-wide date range payroll information including, but not limited to gross pay, net pay, taxes, deductions, and employer contribution.

F. Information Access:

The Consultant will provide payroll data as requested by other governmental agencies for unemployment claims, public assistance request, etc., and will respond to garnishment letters that affect employee payroll. Requests shall be responded to within a reasonable time frame.

G. Records Retention:

The Consultant or consultant team will retain original copies of payroll related files for seven (7) years following termination of the contract. The records will be made available for review upon request during the retention period.

H. Third Party Payments:

The Consultant will be responsible for accuracy of reporting, for making timely payments to third-party vendors and to government agencies, and for any penalties and interest incurred for omissions, errors, and delays

I. Flexibility:

The Consultant must be able to make changes as needed to respond to changed laws and regulations, benefit programs, and payroll deductions.

J. Accounting Services:

The Consultant should be able to provide full accounting services to include general ledger, accounts payable, accounts receivable and cash book.

LENGTH OF CONTRACT

RTC is seeking a Payroll Services consultant or consultant team to perform the RTC payroll functions as described above for a period of one year with the possibility of renewal based on satisfactory performance.

\\10.10.10.11\internal\Human Resources\RFQ\Payroll Services.doc

AGENDA: February 11, 2010

TO: Budget and Administration/Personnel Committee
FROM: Yesenia Parra, Administrative Services Officer
George Dondero, Executive Director
RE: Disability Insurance

RECOMMENDATIONS

Information item only

BACKGROUND

On June 8, 2006 the RTC approved agreements with the County of Santa Cruz for the following employee benefits: dental, vision, life insurance, long term disability and an employee assistance program.

DISCUSSION

In December 2009 the RTC received an email ([Attachment 1](#)) from County of Santa Cruz, Risk Management Division telling us that the County SEIU General Representation Unit had voted to participate in the State disability insurance plan and therefore the County would no longer be negotiating another contract with the current Disability carrier.

Because the County will no longer be negotiating a new contract with the current disability carrier the RTC must research options for its Community Of RTC Employee (CORE) unit. SEIU and staff have discussed this issue and have agreed that the current Memorandum Of Understanding (MOU) would not be reopened just to address this issue but that we would include a side letter once the RTC and the CORE unit employees agreed upon the new disability plan. Staff has contacted other agencies to request information on their disability insurance and has requested bids from several vendors. At this point staff does not have full details of what different options employees might have and what the cost would be. CORE unit employees will also be considering the State disability insurance plan. The State disability insurance program requires that employees participate in the program for at least seven months before any benefits can be paid out, which means that if employees choose to go with State disability they would need at least a seven month overlap with the current carrier.

Currently, CORE and RTC Association of Middle Management (RAMM) employees have different disability insurance options and the RAMM option will continue to be in place through the County as the County Middle Management employees were not part of the switch.

Staff will do everything possible to maintain at least the level of insurance that staff currently has at the cost that is currently in place, however because we will be getting proposals based on only 16 employees we are unsure if this is going to be possible. Staff will keep the

Commission posted on all information that is being received and on any negotiations that may need to take place with SEIU.

SUMMARY

The RTC has been notified that the County of Santa Cruz will no longer be providing disability insurance coverage for the RTC CORE unit employees effective as of January 1, 2011. Staff is looking into several options and keeping in communication with SEIU. Staff will keep the Commission apprised of all information received and any negotiations that may need to take place.

Attachments:

1. Email from Santa Cruz County

\\10.10.10.11\internal\B&ACOM\bap2010\b&a0210\Payroll Services.doc

Yesenia Parra

From: Becky McBride [PER035@co.santa-cruz.ca.us]
Sent: Wednesday, December 16, 2009 10:52 AM
To: Yesenia Parra
Subject: RE: Disability insurance

Hi Yesenia, since SEIU voted to participate in SDI, we will only be maintaining our short term disability policy for a short time, probably about 9 months. As we won't be continuing this policy with Hartford after that time, you will want to begin your efforts to obtain another short term disability policy with a carrier. If you would like a referral to a broker, please let me know, thanks, Becky

Becky McBride
Employee Benefits Manager
County of Santa Cruz
831-454-2565

-----Original Message-----

From: Yesenia Parra [mailto:yparra@sccrtc.org]
Sent: Friday, December 11, 2009 10:52 AM
To: Becky McBride
Subject: Disability insurance

Hi Becky

I want to touch base regarding the change with disability insurance the county has elected to make. Will the special districts be able to continue with Hartford? Will our rates remain the same? Will the county continue to negotiate the rates or will the special districts be asked to go out on their own?

Thanks

Yesenia Parra
Administrative Services Officer
yparra@sccrtc.org
www.sccrtc.org
Santa Cruz County Regional Transportation Commission
phone (831) 460-3218 fax (831) 460-3215

8-3

AGENDA: February 11, 2010

TO: Budget and Administration/Personnel Committee
FROM: Luis Pavel Mendez, Deputy Director
RE: Amendments to the FY09-10 Budget & Work Program

RECOMMENDATIONS

Staff recommends that the Budget and Administration/Personnel (B&A/P) Committee recommend that the Regional Transportation Commission (RTC) the FY 09-10 Budget and Work Program as shown on Attachment 1.

BACKGROUND

At its October 2009 meeting, the Regional Transportation Commission (RTC) approved the current FY 09-10 budget and has made some project specific amendments since then. Due to expenditure trends and corrected grant amounts, it is necessary to make some amendments to that budget.

DISCUSSION

FY 09-10 Transportation Development Act (TDA) Revenues

In January 2010, RTC staff received a new FY 09-10 TDA revenue estimate from the Auditor Controller (Attachment 2). The new TDA estimate is 0.55% (\$36,247) below the previous estimate. This reduction in the estimate is well within the RTC's adopted TDA reserve of 3%. In addition recent reports on economic indicators suggest that if the economy is not yet improving, it has at least stopped declining. The TDA revenue payment for January 2009 is 13.61% below the new estimate. However, that payment is an advance for the actual November 2009 revenues. During the economic recession, the revenue advances have generally been lower than actual revenues. Every three months the TDA revenue includes an adjustment for the advances of the prior quarter. Therefore, it is not prudent to draw conclusions from the January 2010 TDA revenue payment. In March 2010, the RTC will receive a TDA revenue payment that includes an advance for the month of January 2010 and an adjustment for the advance payments of October through December 2009. Therefore, staff does not propose revising TDA apportionments at this time and using the TDA reserve fund to maintain those apportionments to the various recipients. This will leave a TDA reserve of 2.47%. Staff will continue to monitor TDA revenues and request a new estimate from the Auditor Controller after the March 2010 payment, if the revenues are still below the estimate after the March payment.

Rail/Trail Authority

The RTC is in the final stages of negotiations for acquisition of the Santa Cruz Branch Rail Line. In the last few months the RTC's negotiations consultants and freight service technical

consultants have been doing a lot of work to help finalize negotiations with Union Pacific and Sierra Northern Railroad. To complete negotiations it is necessary to add funds to the budget lines for the negotiations attorney and for the freight service and business and management plan. The funds will be used to increase the contracts with Miller, Owen and Trost and Egan Consulting to complete negotiations for the project. There are sufficient unused funds in the contingency and general inspection budget lines.

Planning Budget

Two grant funding sources will be a slightly higher than shown in the currently adopted budget. The AB2766 grant for the climate change section of the Regional Transportation Plan (RTP) is \$1,000 greater than originally anticipated and the grant for the transit rotational intern is \$1,287 greater than originally estimated. These amounts are added to the corresponding budget lines. In addition, due to actual work trends it is necessary to adjust staff resources within the planning budget. It has taken more work than anticipated to complete the update of the Regional Transportation Plan and less staff work has been necessary for traffic monitoring because fewer traffic counts have been done in FY 09-10.

Rideshare Budget

For the Commute Solutions program, staff goes to various events and presentations to provide services to employers, employees and the community at large. At those events staff provides remote ridematching and commute consulting services to encourage event participants to carpool, vanpool or use other alternative modes of transportation. Staff has been using the general use laptop, which is one of the oldest laptops in the office and has become too slow for such remote services. In addition, one of the older desktop computers broke down recently. Therefore, staff plans to replace the broken down computer with a laptop computer for the Commute Solutions program that can be used for remote ridematching and commute consulting. It is necessary to add \$1,000 to the office expense line of the rideshare budget to purchase the laptop computer. The Commute Solutions program has sufficient grant funds for this purchase.

The proposed budget amendments explained above are shown on [Attachment 1](#) along with notes explaining the proposed amendments. **Staff recommends amending the FY 09-10 budget and work program as shown on [Attachment 1](#).**

SUMMARY

The proposed FY 09-10 uses TDA reserve funds to maintain apportionments to recipients, corrects some grant revenue amounts, and redistributes resources within the rail/trail authority and planning budgets to reflect work trends. Staff recommends that the B&A/P Committee recommend that the RTC amend the FY 09-10 budget as shown on [Attachment 1](#).

Attachments:

1. FY 09-10 budget pages with proposed amendments
2. Actual and estimated Transportation Development Act (TDA) revenues

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
PROJECTED REVENUE SUMMARY
FY 2009-2010 BUDGET**

1 PROJECTED REVENUE SUMMARY

2	3	4	5	6
SOURCES	FY09-10 APPROVED 02/04/10	FY09-10 PROPOSED 02/11/10	DIFFERENCE	NOTE
5 Transportation Development Act (TDA):				
6 Auditor's 1/4 Cent Sales Tax Estimate	6,632,665	6,596,418	-36,247	- Based on Auditor-Controller estimate of January 2010
		36,247	36,247	- To maintain apportionments to the TDA recipients
7 Interest Estimate	28,000	28,000	0	
8 <i>Total TDA Apportioned</i>	6,660,665	6,660,665	0	
9				
10 State Transit Assistance (STA)	78,883	78,883	0	
11 Planning Grant Funds/Others:				
12 Rural Planning Assistance (RPA)	315,000	315,000	0	
13 STIP for Planning (PPM)	300,000	300,000	0	
14 Transit Professional Development Grant - from AMBAG	9,131	10,418	1,287	- Corrected grant amount
15 RSTP Exchange - Eco Act and Comm Traff Saft Coal	110,000	110,000	0	
16 CMAQ - Ecology Action	7,993	7,993	0	
17 FHWA - Earmark	532,000	532,000	0	
18 FHWA - Planning (PL) - from AMBAG	241,011	241,011	0	
19 Section 5317 - from AMBAG	0	0	0	
20 AB2766/Air District Funds:	90,275	91,275	1,000	- Corrected grant amount
21 Env. Justice Context-Sensitive Planning Grant	94,384	94,384	0	
22 Agricultural Worker Transportation Program	64,051	64,051	0	
23 RTC Funds Budgeted	377,527	377,527	0	
24 <i>Planning/Other Total</i>	2,141,373	2,143,660	2,287	
25 Rideshare:				
26 RSTP and RSTP Exchange	160,000	160,000	0	
27 CMAQ - Rideshare	168,100	168,100	0	
28 AB2766	118,790	118,790	0	
29 Service Authority for Freeway Emergency (SAFE):				
30 DMV Fees and interest	251,000	251,000	0	
31 Others - MTC SAFE and Partnership Planning Grant	309,210	309,210	0	
32 SAFE Funds Budgeted	47,950	47,950	0	
33 Freeway Service Patrol (FSP):				
34 Caltrans Grant	185,530	185,530	0	
35 American Recovery and Reinvestment Act (ARRA)	180,000	180,000	0	
36 SAFE Funds Budgeted	0	0	0	
37 FSP Reserves Budgeted and Interest	1,500	1,500	0	
38 Rail Trail Authority:				
39 Proposition 116 and STIP	20,481,059	20,481,059	0	
40 Leases	120,000	120,000	0	
41 Federal Earmark	157,784	157,784	0	
42 Transfer - in from TC Planning	102,310	102,310	0	
43 Rail/Trail Funds Budgeted	354,167	354,167	0	
44 Highway 1 PA/ED & PS&E:				
45 RSTP Exchange	1,373,235	1,373,235	0	
46 CMAQ	111,200	111,200	0	
47 Federal Earmark - Aux Lanes	772,654	772,654	0	
48 STIP	1,701,000	1,701,000	0	
49 Aux Lane Reserves	326,000	326,000	0	
50 RSTP Exchange Program	6,314,924	6,314,924	0	
51 CMAQ to Other Local Jurisdictions	35,769	35,769	0	
52 TOTAL	42,153,103	42,155,390	2,287	

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
 APPORTIONMENT SUMMARY
 FY 2009-2010 BUDGET**

1

2 **APPORTIONMENT SUMMARY**

3

CLAIMANTS	FY09-10 APPROVED 02/04/10	FY09-10 PROPOSED 02/11/10	DIFFERENCE	NOTE
Transportation Development Act (TDA): (1)				
Special Allocation for Community Bridges transit	40,000	40,000	0	
SCCRTC:				
TDA Administration	436,360	436,360	0	% Change
TDA Planning	374,320	374,320	0	
Subtotal	810,680	810,680	0	0.00%
SCMTD	5,001,737	5,001,737	0	0.00%
Specialized Transit (Community Bridges/CTSA)	491,399	491,399	0	0.00%
Volunteer Center	58,500	58,500	0	0.00%
City of Capitola	11,187	11,187	0	0.00%
City of Santa Cruz - Non Transit	65,506	65,506	0	0.00%
City of Scotts Valley	13,065	13,065	0	0.00%
City of Watsonville	57,620	57,620	0	0.00%
County of Santa Cruz	150,971	150,971	0	0.00%
<i>Total TDA Apportioned</i>	6,660,665	6,660,665	0	0.00%
State Transit Assistance (STA) - SCMTD	78,883	78,883	0	
Planning Grant Funds/Others:				
SCCRTC:	2,073,380	2,075,667	2,287	- Corrected grant amounts
Santa Cruz Area TMA & Ecology Action	67,993	67,993	0	
<i>Subtotal</i>	2,141,373	2,143,660	2,287	
Rideshare	446,890	446,890	0	
SAFE	608,160	608,160	0	
Freeway Service Patrol (FSP)	367,030	367,030	0	
Rail Trail Authority	21,215,320	21,215,320	0	
Highway 1 PA/ED	4,284,089	4,284,089	0	
RSTP Exchange Program	6,314,924	6,314,924	0	
CMAQ to Other Local Jurisdictions	35,769	35,769	0	
TOTAL	42,153,103	42,155,390	2,287	

(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 SCMTD, 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.

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
OPERATING BUDGET SUMMARY
FY 2009-2010 BUDGET**

OPERATING BUDGET SUMMARY

PROGRAM	FY08-09 ADOPTED DETAIL			FY09-10 PROPOSED DETAIL		
	TOTAL FY 08-09 ADOPTED 5/09	SALARIES & BENEFITS	SERVICES & SUPPLIES	TOTAL FY09-10 PROPOSED 02/11/10	SALARIES & BENEFITS (1)	SERVICES & SUPPLIES
SCCRTC - Administration	676,560	201,000	475,560	652,500	201,000	451,500
Rideshare	271,665	180,000	91,665	294,100	185,500	108,600
SAFE	372,566	75,000	297,566	553,350	95,000	458,350
Freeway Service Patrol	284,450	46,000	238,450	331,400	47,500	283,900
Rail/Trail Authority	21,486,154	120,000	21,366,154	21,215,320	120,000	21,095,320
Highway 1 - PA/ED	5,178,833	275,000	4,903,833	4,004,831	250,000	3,754,831
SCCRTC Planning	1,929,741	807,379	1,122,362	2,301,840	859,326	1,442,514
Total Operating Budget	30,199,969	1,704,379	28,495,590	29,353,341	1,758,326	27,595,015

**OPERATING BUDGET COMPARISON
PRIOR YEAR AND BUDGET YEAR**

PROGRAM	FY 08-09 ADOPTED 5/09	FY 08-09 ACTUAL 6/30/09	FY 08-09 ACTUAL LESS ADOPTED 5/09	FY09-10 PROPOSED 02/11/10	FY 08-09 ADOPTED 5/09	FY09-10 PROPOSED VS FY 08-09 ADOPTED
SCCRTC - Administration	676,560	466,489	(210,071)	652,500	676,560	(24,060)
Rideshare	271,665	208,445	(63,220)	294,100	271,665	22,435
SAFE	372,566	329,920	(42,646)	553,350	372,566	180,784
Freeway Service Patrol	284,450	261,145	(23,305)	331,400	284,450	46,950
Rail/Trail Authority	21,486,154	431,741	(21,054,413)	21,215,320	21,486,154	(270,834)
Highway 1 - PA/ED	5,178,833	1,942,684	(3,236,149)	4,004,831	5,178,833	(1,174,002)
SCCRTC Planning	1,929,741	1,182,428	(747,313)	2,301,840	1,929,741	372,099
Total Operating Budget	30,199,969	4,822,852	(25,377,117)	29,353,341	30,199,969	(846,628)

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

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
OPERATING BUDGET BY PROGRAM - RIDESHARE
FY 2009-2010 BUDGET**

1 **RIDESHARE:** 721400

2 3 4	WORK ELEMENT #179	FY09-10 APPROVED 02/04/10	FY09-10 PROPOSED 02/11/10	DIFFERENCE	NOTE
5	REVENUES:				
6	RSTP Exchange	30,000	30,000	0	
7	RSTP	130,000	130,000	0	
8	CMAQ - Rideshare	168,100	168,100	0	
9	AB2766 - Carryover	118,790	118,790	0	
10	AB2766 - New	0	0	0	
11	TOTAL REVENUES	446,890	446,890	0	
12	EXPENDITURES:				
13	Staff and Overhead:				
14	Salaries & Benefits	185,500	185,500	0	
15					
16	Services and Supplies:				
17	Rideshare:				
18	Telephone	1,000	1,000	0	
19	Membership	600	600	0	
20	Postage	1,000	1,000	0	
21	Other - Office Expense	1,500	2,500	1,000	- Computer for off site ride matching from events and presentations
22	Transportation/Travel/Education	1,000	1,000	0	
23	Advertisement & Promotion Materials	15,000	15,000	0	
24	Rideshare Database/Programming	7,500	7,500	0	
25	Carpool Incentive Program	65,000	65,000	0	
26	Park & Ride Lot Project	15,000	15,000	0	
27		0	0	0	
28	<i>Subtotal Services & Supplies</i>	107,600	108,600	1,000	
29	Unappropriated Revenues:	153,790	152,790	-1,000	
30					
31	TOTAL EXPENDITURES	446,890	446,890	0	

Note:

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
OPERATING BUDGET BY PROGRAM - RAIL/TRAIL AUTHORITY
FY 2009-2010 BUDGET**

1 **RAIL/TRAIL AUTHORITY: 722100**

2	3	4	5	6
WORK ELEMENT #682	FY09-10 APPROVED 02/04/10	FY09-10 PROPOSED 02/11/10	DIFFERENCE	NOTE
5 REVENUES:				
6 STIP	10,000,000	10,000,000	0	
7 Proposition 116	10,481,059	10,481,059	0	
8 Leases	120,000	120,000	0	
9 Federal Earmark	157,784	157,784	0	
10 Transfer from TC Funds	102,310	102,310	0	
11 Rail/Trail Authority Reserve Funds Budgeted	354,167	354,167	0	
12 TOTAL REVENUES	21,215,320	21,215,320	0	
13 EXPENDITURES:				
14 Staff and Overhead:				
15 Salaries & Benefits	120,000	120,000	0	
16				
17 Services and Supplies:				
18 Liability Insurance	80,000	80,000	0	
19 Consulting Services:				
20 Appraisals	55,004	55,004	0	
21 Negotiation Attorney	133,938	183,938	50,000	- To complete negotiations with Union Pacific and shortline operator
22 Lease Investigation	15,000	15,000	0	
23 Title Company	20,012	20,012	0	
24 Freight Service and Business & Management Plan	44,634	69,634	25,000	- To complete negotiations with shortline operator
25 Legal Review for EIR	22,610	22,610	0	
26 Structures Assessment	7,804	7,804	0	-
27 STB Filing	50,000	50,000	0	
28 Closing Costs	25,000	25,000	0	
29 General Inspection	44,832	19,832	-25,000	- Moved to freight service and business management plan line
30 On Call Consultant for Rail Operations Management	40,000	40,000	0	
31 Phase II Site Assessment	176,153	176,153	0	
32 Recreation Rail - Environmental Review	0	0	0	
33 - Contingency	5,300	5,300	0	
34 Title Insurance	75,000	75,000	0	
35 Hazardous Materials and Pollution Insurance	300,791	300,791	0	
36 General Contingency	64,242	14,242	-50,000	- Moved to negotiating attorney line
37 Various Rail Line Improvements	5,735,000	5,735,000	0	
38 Right of Way Acquisition	14,200,000	14,200,000	0	
39 <i>Subtotal Services & Supplies</i>	21,095,320	21,095,320	0	
40				
41 TOTAL EXPENDITURES	21,215,320	21,215,320	0	

Note:

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

1 **PLANNING REVENUES:** 721600/721700/721750

SOURCES	FY09-10 APPROVED 02/04/10	FY09-10 PROPOSED 02/11/10	DIFFERENCE	NOTE
REVENUES:				
TDA Planning	374,320	374,320	0	
Rural Planning Assistance (RPA)	315,000	315,000	0	
STIP for Planning (PPM)	300,000	300,000	0	
Transit Professional Development Grant - from AMBAG	9,131	10,418	1,287	- Corrected funding amount
RSTP Exchange - Eco Act & Comm Trafc Saty Coal	110,000	110,000	0	
CMAQ - Ecology Action	7,993	7,993	0	
FHWA - Earmark	532,000	532,000	0	
FHWA - Planning (PL) - from AMBAG	241,011	241,011	0	
Section 5317 - from AMBAG	0	0	0	
Env. Justice Context-Sensitive Planning Grant	94,384	94,384	0	
Agricultural Worker Transportation Program	64,051	64,051	0	
TAMC	0	0	0	
AB2766/Air District Funds:				
Bike Secure - RTC	30,000	30,000	0	
Folding Bikes on Bus Program - Ecology Action	17,066	17,066	0	
Emergency Ride Home - Ecology Action	34,209	34,209	0	
Climate change in RTP	9,000	10,000	1,000	- Corrected funding amount
RTC Funds Budgeted	161,387	161,387	0	
TOTAL REVENUES	2,299,553	2,301,840	2,287	

Note:

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
OPERATING BUDGET BY PROGRAM - PLANNING EXPENDITURES
FY 2009-2010 BUDGET**

1 **PLANNING EXPENDITURES:** 721600/721700/721750

EXPENDITURES	WORK ELEMENT NUMBER	FY09-10 ADOPTED 02/04/10	FY09-10 PROPOSED 02/11/10	DIFFERENCE	NOTE
EXPENDITURES:					
Staff & Overhead by Program					
Plan Coordination	112	100,000	100,000	0	
Land Use/Transportation Coordination	411	35,258	35,258	0	
Work Program	101	46,000	46,000	0	
Public Information	113	115,000	115,000	0	
Bicycle/Pedestrian Planning	614	59,000	59,000	0	
Monterey Bay Sanctuary Scenic Trail (MBSST) Network	614	30,000	30,000	0	
Specialized Transportation	621	48,000	48,000	0	
Rotational Transit Intern	670	9,131	12,918	3,787	- Corrected funding amount and match
Regional Transportation Plan	622	85,968	98,968	13,000	- More work than anticipated to produce 2010 RTP
Traffic Monitoring	231	16,210	1,710	-14,500	- Moved to other lines consistent with work trend
TSM	631	11,472	11,472	0	
Transportation Improvement Program (TIP)	641	205,000	205,000	0	
Hwy & Roadway Planning	683	96,000	96,000	0	
<i>Subtotal Staff and Overhead</i>		857,039	859,326	2,287	
Services & Supplies					
<u>Passthrough Programs</u>					
Folding Bikes on Bus Program (Ecology Action)	614	17,066	17,066	0	
Bike To Work Program (Ecology Action)	614	34,427	34,427	0	
Community Traffic Safety Coalition (Safety Education)	614	86,064	86,064	0	
Comm Traffic Safety Coal (South County Bike/Ped safety)		50,000	50,000	0	
Congestion Education Campaign (Ecology Action)	631	7,993	7,993	0	
Go Green Campaign (Ecology Action)		60,000	60,000	0	
Emergency Ride Home (Ecology Action)		34,209	34,209	0	
Green (Hybrid) Vanpool Project (Community Bridges)	631	-	-	0	
Mobility Outreach and Education Project (Community Bridges)	614	77,384	77,384	0	
Agricultural Worker Transp Program (Community Bridges)		64,051	64,051	0	
<u>Professional Services (contracts)</u>					
Sacramento Assistant	112	36,000	36,000	0	
Washington Assistant	112	44,600	44,600	0	
Transportation Funding Development Consultants	622	2,356	2,356	0	
Technical Consultant/Engineer	641	25,000	25,000	0	
Regional Transportation Plan EIR		30,000	30,000	0	
MBSST Network Master Plan Consultant		500,000	500,000	0	
<u>RTC Work Element Related Items</u>					
Bike Secure Program	614	40,000	40,000	0	
Traffic Monitoring services - counts	231	6,500	6,500	0	
Printing RTP, RTIP, other Documents and Pub Info Materials	622	25,000	25,000	0	
Joint RTC/METRO Outreach		-	-	0	
MBSST Network Plan Outreach	614	30,000	30,000	0	
Transfer to TDA Reserve	683	146,553	146,553	0	
Transfer to Special Allocation for Community Bridges		23,000	23,000	0	
Transfer to Rail/Trail Authority	682	102,310	102,310	0	
<i>Subtotal Services & Supplies</i>		1,442,514	1,442,514	0	
TOTAL EXPENDITURES		2,299,553	2,301,840	2,287	

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
OPERATING BUDGET BY PROGRAM - PLANNING FUND SOURCE DETAIL
FY 2009-2010 BUDGET**

PLANNING DETAIL: 721600/721700/721750

	WORK ELEMENT NUMBER	FY09-10 PROPOSED 02/11/10	TDA	RTC FUND	RPA	FHWA PL - AMBAG	AB2766	STIP	FTA 5305	FHWA Earmark	SECTION 5317 AMBAG	TAMC	Env Just Png Grant	AWTP Png Grant	CMAQ	RSTPX
4 SALARIES, Benefits & Overhead																
5 Plan Coordination	112	100,000	-	-	54,000	46,000										
6 Land Use/Transportation Coordination	411	35,258	-	238	25,520	9,500										
7 Work Program	101	46,000	-	-	14,000	32,000										
8 Public Information	113	115,000	-	-	35,000	80,000										
9 Bicycle/Pedestrian Planning	614	59,000	5,020	-	25,951	11,029							17,000			
10 Monterey Bay Sanctuary Scenic Trail (MBSST) Network	614	30,000	-	-	18,000					12,000						
11 Specialized Transportation	621	48,000	-	-	23,000	25,000										
12 Rotational Transit Intern	670	12,918	-	-	2,500			10,418								
13 Regional Transportation Plan	622	98,968	-	-	51,468		10,000	37,500								
14 Traffic Monitoring	231	1,710	-	-	1,710											
15 TSM	631	11,472	5,139	-		5,333		1,000								
16 Transportation Improvement Program (TIP)	641	205,000	-	-	-	-		205,000								
17 Hwy & Roadway Planning	683	96,000	-	-	63,851	32,149										
18 <i>Salaries, Benefits & Overhead Subtotal</i>		859,326	10,159	238	315,000	241,011	10,000	243,500	10,418	12,000	-	-	17,000	-	-	-
19																
20 Services & Supplies																
21 <u>Passthrough Programs</u>																
22 Folding Bikes on Bus Program (Ecology Action)	614	17,066		-			17,066									
23 Bike To Work Program (Ecology Action)	614	34,427	34,427	-												
24 Community Traffic Safety Coalition (Safety Education)	614	86,064	86,064	-												
25 Comm Traffic Safety Coal (South County Bike/Ped safety)		50,000														50,000
26 Congestion Education Campaign (Ecology Action)	631	7,993		-										7,993		-
27 Go Green Campaign (Ecology Action)		60,000		-												60,000
28 Emergency Ride Home (Ecology Action)		34,209		-			34,209									
29 Green (Hybrid) Vanpool Project (Community Bridges)	631	-		-												
30 Mobility Outreach and Education Project (Community Bridges)		77,384		-									77,384			
31 Agricultural Worker Transp Program (Community Bridges)		64,051		-										64,051		
32																
33 <u>Professional Services</u>																
34 Sacramento Assistant	112	36,000	13,000	23,000												
35 Washington Assistant	112	44,600	44,600	-												
36 Transportation Funding Development Consultants	622	2,356		2,356												
37 Technical Consultant/Engineer	641	25,000		25,000												
38 Regional Transportation Plan EIR		30,000	-	-				30,000								
39 MBSST Network Master Plan Consultant (Master Plan, environmental, review, preliminary design)	614	500,000		-					-	500,000						
40																
41																
42 <u>RTC Work Element Related Items</u>																
43 Bike Secure Program	614	40,000	6,221	3,779			30,000									
44 Traffic Monitoring services - counts	231	6,500		-				6,500								
45 Printing RTP, RTIP, other Documents and Pub Info Materials	622	25,000	4,000	1,000				20,000								
46 Joint RTC/METRO Outreach		-		-												
47 MBSST Network Plan Outreach	614	30,000		10,000						20,000						
48 Transfer to TDA Reserve		146,553	146,553	-												
49 Transfer to Special Allocation for Community Bridges		23,000	23,000	-												
50 Transfer to Rail/Trail Authority	682	102,310	6,296	96,014												
51 <i>Subtotal Services & Supplies</i>		1,442,514	364,161	161,149	-	-	81,275	56,500	-	520,000	-	-	77,384	64,051	7,993	110,000
52																
53 TOTAL EXPENDITURES		2,301,840	374,320	161,387	315,000	241,011	91,275	300,000	10,418	532,000	-	-	94,384	64,051	7,993	110,000

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
FUND BALANCES AND RESERVES
FY 2009-2010 BUDGET**

1

2 **FUND BALANCES & RESERVES: 02/11/10**

3

4 **DESCRIPTION**

	TDA FUND (1)	RTC FUND (2)	RIDESHARE	RAIL/TRAIL AUTHORITY FUND	HIGHWAY ONE PA/ED FUND	SAFE OPERATING FUND	FSP FUND	RSTP EXCHANGE FUND	STA (4) FUND	TOTAL ALL FUNDS
6										
7 Fund Balance 7-01-09	1,761,599	603,506		370,601	1,317,676	482,852	88,246	5,940,620	68,815	10,633,915
8										
9 Budgeted Carryover 08/09 (5)	(1,709,172)	(377,527)		(354,167)	(1,317,676)	(12,000)	-	(5,938,924)		(9,709,467)
10 Adjustment	-					(35,950)	-			(35,950)
11 Transfer from RTC	146,553									
12 Reserve funds budgeted	(36,247)									
13 Available Reserve Fund Balance	162,733	225,979								888,498
14 Target for Reserves - 8%	(527,713)	(236,347)								(764,061)
15										
16 Surplus <Deficit> from Target	(364,981)	(10,368)	-	16,434	0	434,902	88,246	1,696	68,815	124,438
17										
18 Unappropriated Revenues			152,790		279,258	54,810	35,630	-		522,488
19										
20 Total Fund Balance	(364,981)	(10,368)	152,790	16,434	279,258	489,712	123,876	1,696	68,815	646,926

21

22

23 **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

**Transportation Development Act (TDA)
Estimated and Actual Revenues FYs 07-08, 08-09 and 09-10**

Month	FY 07-08 Actual Revenues	FY 08-09 Auditor Controller Final Estimate	FY 08-09 Actual Revenues	FY 09-10 Auditor- Controller Jan 09 Estimate	FY 09-10 Auditor- Controller Mar 09 Estimate	FY 09-10 Auditor Controller July 09 Estimate	FY 09-10 Auditor- Controller Jan 10 Estimate	FY 09-10 Actual Revenues	FY 09-10 Difference of Actual to Jan 10 Estimate	FY 09-10 Difference as % of Jan 10 Estimate	FY 09-10 Cumulative % of Actual to Jan 10 Estimate
JULY	543,200	570,200	570,200	570,200	570,200	454,800	454,800	454,800	0	0.00%	100.00%
AUGUST	724,300	760,200	760,200	760,200	760,200	646,170	539,000	539,000	0	0.00%	100.00%
SEPTEMBER	863,255	634,334	634,334	634,334	634,334	539,184	719,093	719,093	0	0.00%	100.00%
OCTOBER	599,500	567,100	567,100	567,100	567,100	499,048	490,500	490,500	0	0.00%	100.00%
NOVEMBER	799,300	756,100	756,100	756,100	756,100	665,368	555,900	555,900	0	0.00%	100.00%
DECEMBER	638,280	700,859	700,859	700,859	700,859	616,756	625,785	625,785	0	0.00%	100.00%
JANUARY	583,600	538,600	538,600	554,420	538,600	538,600	538,600	465,300	-73,300	-13.61%	98.13%
FEBRUARY	778,200	590,700	590,700	739,290	590,700	590,700	590,700				
MARCH	543,629	578,624	578,624	516,446	578,624	578,624	578,624				
APRIL	494,300	455,497	432,400	469,585	455,497	432,400	432,400				
MAY	659,000	607,269	464,400	626,050	607,269	464,400	464,400				
JUNE	652,069	600,882	606,615	619,466	600,882	606,615	606,615				
TOTAL	7,878,633	7,360,365	7,200,133	7,514,051	7,360,365	6,632,665	6,596,418	3,850,378	-73,300	-1.11%	58.05%
% Change		-6.58%	-2.18%	4.36%	-2.05%	-9.89%	-0.55%				
% Change FY 07-08 to FY 08-09 Actual Revenues											-8.61%
% Change FY 08-09 Actual to FY 09-10 Jan 10 Estimated Revenues											-8.38%

AGENDA: February 11, 2010

TO: Budget and Administration/Personnel (B&A/P Committee)
FROM: Luis Pavel Mendez, Deputy Director
RE: Fiscal Year (FY) 10-11 Budget and Work Program

RECOMMENDATIONS

Staff recommends that the Budget and Administration/Personnel (B&A/P) Committee review and recommend that the Santa Cruz County Regional Transportation Commission (RTC) approve the attached draft FY 10-11 Budget ([Attachment 1](#)) and Work Program ([Attachment 2](#)) with revisions as appropriate.

BACKGROUND

At the beginning of each calendar year, staff and the Budget and Administration/Personnel (B&A/P) Committee prepare the draft RTC Budget and Work Program for the following fiscal year and forward it to the RTC for its consideration and adoption. This timing is consistent with the RTC's Rules and Regulations and with the need to coordinate with the Association for Monterey Bay Area Governments (AMBAG) who includes the RTC Budget and Work Program in the Overall Work Program and Budget for the Monterey Bay Region. This early budget approval also allows the RTC to inform claimants of projected Transportation Development Act (TDA) funds for their use in developing their organizations' budgets for the following fiscal year.

DISCUSSION

The RTC continues to face financial challenges resulting from the worst economic recession in decades. The recession led to reduced Transportation Development Act (TDA) revenues, uncertainty over state revenues, and loss of grant funds for some RTC projects. The proposed FY 10-11 Budget ([Attachment 1](#)) addresses those challenges with the aid of some new grant funds secured by the RTC while implementing the RTC's priority projects and on-going programs, as reflected in the proposed Work Program ([Attachment 2](#)).

New grants secured by the RTC and reflected in this budget are:

- Environmental Justice Planning – \$34,000 for work on accessible pedestrian facility planning to and from transit facilities
- Caltrans Partnership Planning - \$210,000 to produce a 511 traveler information system feasibility and implementation plan
- AB2766 – \$70,000 to implement a carpool incentive program
- Regional Surface Transportation Program – \$130,000 to improve, develop and increase use of park and ride lots
- Regional Surface Transportation Program – \$40,000 to develop a bicycle route signage program

The grant funds will cover RTC staff costs and consultant costs and amount to a total of \$484,000 in the proposed FY 10-11 budget. These grants help to address the loss and reduction of other funds. At the same time the RTC must dedicate the staffing resources to complete the work specified in the grant applications.

Transportation Development Act (TDA) Apportionments (budget pp. 1, 2 and 11)

One of the main sources of funding for transportation in Santa Cruz County is the TDA, which established that ¼% of the State sales tax would go to transportation. Attachment 3 shows actual and estimated TDA revenues for FYs 07-08 to 10-11. In FYs 08-09 and 09-10 TDA revenues decreased more than 8% from the prior fiscal year. The estimated TDA revenues available for FY 10-11 are 0.55% lower than available revenues for FY 09-10. Therefore, the FY 10-11 budget proposes that all TDA revenue apportionments be reduced by 0.55% consistent with the revenue estimate.

For FY 07-08 and FY 08-09 the RTC used some TDA reserve funds to help offset revenue reductions. The Auditor-Controller has recommended a minimum reserve fund of 3% to 5% and in January 2009 the RTC decided to maintain a TDA reserve fund of 3%. The proposed apportionments maintain a 3% reserve; however, it is uncertain whether the current TDA revenue estimates will be realized. Staff will continue to monitor the revenues and report them to the B&A/P Committee and the RTC. If revenues continue to decrease, staff will request revised estimates from the Auditor-Controller and return to the B&A/P Committee and the RTC with any proposed action.

State Transit Assistance (STA) (budget p. 4)

STA funds pass through the RTC budget to the Santa Cruz Metropolitan Transit District (SCMTD) for capital projects. RTC staff obtains estimates for STA funds from the State Controller. Due to the State's budget crisis STA funds have been eliminated by the State. If the State decides to again provide funding for STA, staff will return to the B&A/P Committee and the RTC with the corresponding budget amendment.

Administration Budget (budget p. 4)

For FYs 08-09 and 09-10 the RTC has implemented a number of measures, which reduced a number of administration costs including office supplies, utilities, fixed assets, travel and duplicating. It is difficult to reduce those costs further. The RTC was successful in negotiating a new lease beginning in June 2009 which keeps lease costs steady for three years. The proposed FY 10-11 administration budget shows a number of cost reductions mainly resulting from one-time or periodic expenses, which will not be necessary in FY 10-11, including triennial performance audit, partial carpet replacement and GASB45 actuarial.

Rideshare Budget (budget p. 5)

The cost increases shown in the rideshare budget are necessary to implement new programs which will be paid by grant funds secured by the RTC. The staff cost for rideshare is expected to increase to implement the park and ride lot improvement project.

The rideshare budget for the Commute Solutions program continues to receive funds through the Congestion Mitigation and Air Quality Improvement Program (CMAQ). In addition, other grant funds cover costs for specific efforts of the program such as the Carpool Incentive Program and the Park and Ride Lot project. CMAQ funds continue to be subject to federal rescission orders and the RTC may not realize all of the available CMAQ funds but if no rescission orders are issued, the available funds should help implement the Commute Solutions program through FY 11-12.

SAFE and Freeway Service Patrol (FSP) (budget pp. 6 and 7)

In FY 09-10, the RTC secured grant funds to produce a 511 traveler information system feasibility and implementation plan in partnership with the Transportation Agency for Monterey County (TAMC). The staffing cost increases are a result of the work necessary to produce the 511 plan.

In FY 08-09 the RTC scaled back the FSP program, in order to address the loss of State Transportation Improvement Program (STIP) funds. The FSP program was in danger of being scaled back significantly more due to that loss of funds. Fortunately, the RTC was able to secure American Recovery and Reinvestment Act (ARRA) for FY 09-10 and Regional Surface Transportation Program (RSTP) funds for FY 10-11. It is likely that the ARRA and RSTP funds will help cover costs for more than one year and as long as the State does not eliminate or reduce the Caltrans FSP funds, the program should be fully funded through FY 11-12.

Rail/Trail Authority Budget (budget p. 8)

The RTC has been working to acquire the Santa Cruz Branch Rail Line (Rail Line) to preserve the right-of-way for future transportation purposes, including potential segments of the Monterey Bay Sanctuary Scenic Trail (MBSST) Network. Acquisition of the Rail Line is anticipated to be completed in FY 09-10. For FY 10-11 this budget will include revenues derived from leases and costs for insurance and management of the property along with planning for future uses. There may also be some carryover of funds not spent in FY 09-10 but this will be determined at the end of the fiscal year.

Highway 1 HOV and Auxiliary Lanes Projects (budget p. 9)

The environmental document for the Highway 1 Auxiliary Lanes project was completed in FY 09-10. It is anticipated that the legal challenge filed against the environmental document will be resolved in FY 09-10 but some of those expenses may be carried over into FY 10-11. FY 10-11 includes funds and expenses for continuation and completion of the final design for the project along with initiation of the construction phase of the project.

In FY 10-11 work on the environmental document for the Highway 1 HOV lanes project will continue. This includes completion of the Sustainable Transportation and Access Rating System (STARS) analysis to help deliver a more complete environmental document and improved project.

Planning Budget (budget pp. 10, 11 and 12)

The proposed planning budget for FY 10-11 includes the 0.55% reduction in TDA funds for Bike to Work and the Community Traffic Safety Coalition. Over the past two years, the RTC reduced the level of consulting services used to support the RTC's planning program. For FY 10-11 no further reductions in those services are proposed. The planning budget also includes increases to some of the staff cost areas, which are covered by grants secured by the RTC for specific planning efforts and from federal earmark funds for the Monterey Bay Sanctuary Scenic Trail Network.

Staff Resources (budget p. 15 and throughout proposed budget)

In FY 09-10 the RTC budgeted for 14.25 full time equivalent (FTE) staff positions. This included a paid intern for which the RTC had previously secured a grant to specifically fund that position. The FTE positions budgeted in FY 09-10 was a reduction of a permanent 0.5 FTE from FY 08-09 for a Transportation Planning Technician position vacated after a retirement. Not filling that position along with a furlough and voluntary time off without pay helped the RTC accommodate lower revenues in its FY 09-10 budget.

By the beginning of FY 10-11 the RTC will have exhausted the grant funds for the paid intern. However, the RTC was successful in securing other grants for which work promised in the grant applications must be delivered in FY 10-11 and the grants include funding for the required staff work. Therefore, the FY 10-11 budget proposes the same level of FTE positions (14.25) as were budgeted in FY 09-10. Because the RTC will no longer have the funds for the half-time paid intern, this proposed budget includes filling the half-time Transportation Planning Technician position not filled in FY 09-10. In addition, the FY 10-11 budget does not propose any furloughs or voluntary time off without pay. This level of staffing is necessary to deliver the work promised in the secured grant applications, which provide funding for about 1.5 FTE positions.

The proposed FY 10-11 staffing budget represents a 5% increase over the FY 09-10 budget due to cost increases in benefits and the staffing level proposed above. The new grant funds provide about 9.5% of the overall staff funding. The proposed staffing budget does not include any cost of living increases for any staff members and includes a reduction in the management cash out benefit, which reduces staffing costs over 1%. There may be additional cost increases to benefits because due to changes for the Santa Cruz County staff benefits, the RTC can no longer purchase disability insurance through the County and the County scheduled a meeting with RTC staff to discuss other benefits obtained through the County. Staff benefits purchased through the County represent about 0.4% of the overall staffing budget; therefore, cost increases are not anticipated to increase the staffing budget significantly. Staff will return to the B&A/P Committee and the RTC with recommendations, once staff knows which benefits will be affected and what the potential costs will be.

Proposed Commission Work Program

For next fiscal year, the proposed SCCRTC Work Program ([Attachment 2](#)) includes state-mandated responsibilities and Commission priorities, including:

- Continuation of the Highway 1/HOV Lane project environmental analysis including completion of a STARS analysis
- Completion of the Soquel to Morrissey Auxiliary Lanes project design (PS&E) phase and initiation of project construction
- Coordination with Caltrans and City of Santa Cruz staff for completion of the Highway 1/17 Merge Lanes project with the final landscaping phase of the project
- Completion of the purchase of the Santa Cruz Branch Rail Line along with management of and planning for the property
- Work to develop potential new transportation revenues to help meet continuously increasing transportation needs in the region
- Continued work with project sponsors and funding agencies on securing funds for high priority projects from all modes of transportation including federal stimulus funds
- Continued work on the Master Plan for the Monterey Bay Sanctuary Scenic Trail (MBSST) Network
- tasks associated with ensuring that the RTC operates as effectively and efficiently as possible as an independent agency
- Complete the 2010 Regional Transportation Plan (RTP) and initiate work on for the 2012 RTP
- Monitor and participate in local, state and federal efforts to address global warming
- Participate in statewide efforts to authorize a new federal transportation funding bill and ensure that California and its regional agencies receive their fair share of federal funds

Recently, the RTC approved switching the format of the work program to the format used by the Association of Monterey Bay Area Governments (AMBAG). Staff is still working on the format conversation; therefore, the work program still uses the RTC format. When staff returns to the RTC in the fall for the annual budget and work program amendment, the work program will be in the new format. The proposed work program includes more details on these priorities and other on-going RTC projects. **Staff recommends that the Budget and Administration/Personnel Committee review and recommend that the Santa Cruz County Regional Transportation Commission (RTC) approve the attached draft FY09-10 Budget (Attachment 1) and Work Program (Attachment 2) with revisions as appropriate.**

Potential Additional Revenue

Staff will continue to explore sources of potential additional revenue for the RTC. Staff will continue to seek grant funding opportunities. In addition, staff will again submit an earmark request for the implementation of a 511 traveler information system in the Monterey Bay region. RTC staff continues to working with legislators and other agencies throughout the state on potential legislation that could increase the funds for motorist aid programs such as FSP. Staff is also participating in a statewide effort to lower the threshold from 67% to 55% for raising local revenues through a sales tax measure.

In addition, the RTC is allowed to use up to 5% of its State Transportation Improvement Program (STIP) shares to cover the costs of preparing the Regional Transportation Plan (RTP) and Regional Transportation Improvement Program (RTIP), conducting regional planning efforts, and monitoring the implementation of STIP projects. The RTC has used between \$150,000 and \$300,000 per year in STIP funds for this work. For FY 10-11, \$150,000 in STIP

funds is programmed for this work but the RTC has requested an increase up to \$300,000. If the California Transportation Commission (CTC) approves this increase, staff will return to the B&A/P Committee with recommendations for corresponding budget amendments.

Carryover Funds and RTC Reserve Funds

Throughout the budget document there are references to carryover funds. Carryover funds are those budgeted in FY 09-10 and not spent in that year. For some revenues and expenditures staff provided possible carryover estimates to ensure that projects can continue between the end of FY 09-10 and the RTC's annual fall budget amendment. For other budget items affected by potential carryover funds, staff will provide the carryover funds with the proposed fall budget amendment.

The RTC has a reserve target for the RTC fund of 8% of the operations budget. During the current economic downturn it has been difficult to maintain that reserve fund goal. The proposed FY 10-11 budget shows a reserve for the RTC fund of 0.20%. In the annual fall budget amendment, a higher reserve will be proposed after the carryover revenues from FY 09-10 are known. It is unlikely that the RTC will be able to meet its 8% goal but staff will work to ensure that it is at least the established minimum of 3%.

SUMMARY

The proposed FY 10-11 budget and work program for the RTC includes continued oversight of the Highway 1 projects, completion of the rail line acquisition, MBSST Network planning and work promised in grant applications secured by the RTC. Available TDA funds in FY 010-11 are estimated to be slightly lower and TDA apportionments are reduced consistent with the estimate. **Staff recommends that the B&A/P Committee recommend that the RTC approve the proposed FY 10-11 budget (Attachment 1) and work program (Attachment 2).**

Attachments:

1. Draft Fiscal Year (FY) 10-11 Budget
2. Draft FY 10-11 Work Program
3. Actual and Estimated Transportation Development Act Revenues

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
PROJECTED REVENUE SUMMARY
FY 2010-2011 BUDGET**

1 PROJECTED REVENUE SUMMARY

SOURCES	FY09-10 APPROVED 01/14/10	FY10-11 PROPOSED 02/11/10	DIFFERENCE	NOTE
Transportation Development Act (TDA):				
Auditor's 1/4 Cent Sales Tax Estimate	6,632,665	6,596,418	-36,247	- Auditor Controller's estimate of Jan 2010
Interest Estimate	28,000	28,000	0	
<i>Total TDA Apportioned</i>	6,660,665	6,624,418	-36,247	
State Transit Assistance (STA)	78,883	0	-78,883	- State diverted funding due to budget crisis
Planning Grant Funds/Others:				
Rural Planning Assistance (RPA)	315,000	315,000	0	
STIP for Planning (PPM)	300,000	150,000	-150,000	- Amount programmed for FY 10-11
Transit Professional Development Grant - from AMBAG	9,131	0	-9,131	- Grant exhausted in FY 10-11
RSTP Exchange - Eco Act and Comm Traff Saft Coal	110,000	40,000	-70,000	- RSTP Exchange funds not yet programmed to some projects
CMAQ - Ecology Action	7,993	0	-7,993	- Funds exhausted in FY 10-11
FHWA - Earmark	532,000	360,000	-172,000	- Estimated carryover from FY 09-10
FHWA - Planning (PL) - from AMBAG	241,011	228,231	-12,780	- Lower federal estimate for FY 10-11
Section 5317 - from AMBAG	0	0	0	
AB2766/Air District Funds:	90,275	53,000	-37,275	- Estimated carryover from FY 09-10
Env. Justice Context-Sensitive Planning Grant	94,384	34,000	-60,384	- Carryover determined at end of FY 09-10
Agricultural Worker Transportation Program	64,051	0	-64,051	- Carryover determined at end of FY 09-10
RTC Funds Budgeted	377,527	221,613	-155,914	- Full carryover determined at end of FY 09-10
<i>Planning/Other Total</i>	2,141,373	1,401,844	-739,529	
Rideshare:				
RSTP and RSTP Exchange	160,000	130,000	-30,000	- Estimated carryover from FY 09-10
CMAQ - Rideshare	168,100	174,100	6,000	- Match AB2766 funds for Carpool Incentive Program
AB2766	118,790	70,000	-48,790	- Estimated carryover from FY 09-10
Service Authority for Freeway Emergency (SAFE):				
DMV Fees and interest	251,000	251,000	0	
Other - MTC SAFE and Partnership Planning Grant	309,210	260,000	-49,210	- Estimated carryover from FY 09-10
SAFE Funds Budgeted	47,950	0	-47,950	- Carryover determined at end of FY 09-10
Freeway Service Patrol (FSP):				
Caltrans Grant	185,530	185,000	-530	- Estimate of state funds
American Recovery and Reinvestment Act (ARRA)	180,000	0	-180,000	- Carryover determined at end of FY 09-10
RSTP Funds	0	180,000	180,000	- Funds programmed for FY 10-11
FSP Reserves Budgeted and Interest	1,500	1,500	0	
Rail Trail Authority:				
Proposition 116 and STIP	20,481,059	0	-20,481,059	- Rail line purchase in FY 09-10
Leases	120,000	60,000	-60,000	- Lease revenue estimate
Federal Earmark	157,784	0	-157,784	- Rail line purchase in FY 09-10
Transfer - in from TC Planning	102,310	98,956	-3,354	- Carryover determined at end of FY 09-10
Rail/Trail Funds Budgeted	354,167	44,344	-309,823	- Carryover determined at end of FY 09-10
Highway 1 PA/ED:				
RSTP Exchange	1,373,235	550,115	-823,120	- Estimated carryover from FY 09-10
CMAQ	111,200	55,878	-55,322	- Estimated carryover from FY 09-10
Federal Earmark - Aux Lanes	772,654	343,591	-429,063	- Estimated carryover from FY 09-10
STIP	1,701,000	1,160,888	-540,112	- Estimated carryover from FY 09-10 & programmed funds
Aux Lane Reserves	326,000	0	-326,000	- Used in FY 09-10
CMIA	0	2,292,995	2,292,995	- Programmed funds for construction
RSTP Exchange Program	6,217,000	6,217,000	0	
CMAQ to Other Local Jurisdictions	35,769	0	-35,769	- Funds exhausted in FY 09-10
TOTAL	42,055,179	20,101,629	-21,953,550	

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
 APPORTIONMENT SUMMARY
 FY 2010-2011 BUDGET**

1

2 **APPORTIONMENT SUMMARY**

3

CLAIMANTS	FY09-10 APPROVED 01/14/10	FY10-11 PROPOSED 02/11/10	DIFFERENCE	NOTE
Transportation Development Act (TDA): (1)				
Special Allocation for Community Bridges transit	40,000	-	-40,000	- One time special allocation
SCCRTC:				
TDA Administration	436,360	431,995	-4,365	
TDA Planning	374,320	374,320	0	
Subtotal	810,680	806,315	-4,365	-0.54% - Reduction consistent with Auditor Controller's estimate
SCMTD	5,001,737	4,974,478	-27,259	-0.54%
Specialized Transit (Community Bridges/CTSA)	491,399	488,721	-2,678	-0.54%
Volunteer Center	58,500	58,181	-319	-0.54%
City of Capitola	11,187	11,126	-61	-0.54%
City of Santa Cruz - Non Transit	65,506	65,149	-357	-0.54%
City of Scotts Valley	13,065	12,994	-71	-0.54%
City of Watsonville	57,620	57,306	-314	-0.54%
County of Santa Cruz	150,971	150,148	-823	-0.54%
<i>Total TDA Apportioned</i>	6,660,665	6,624,418	-36,247	-0.54% - Auditor Controller's estimate of Jan 2010
State Transit Assistance (STA) - SCMTD	78,883	0	-78,883	- State diverted funding due to budget crisis
Planning Grant Funds/Others:				
SCCRTC:	2,073,380	1,401,844	-671,536	- Carryovers determined at end of FY 09-10
Santa Cruz Area TMA & Ecology Action	67,993	0	-67,993	- Availability of RSTP Exchange funds determined at end of FY 09-10
<i>Subtotal</i>	2,141,373	1,401,844	-739,529	
Rideshare	446,890	374,100	-72,790	- FY 09-10 included some unappropriated revenues
SAFE	608,160	511,000	-97,160	- Carryovers determined at end of FY 09-10
Freeway Service Patrol (FSP)	367,030	366,500	-530	- Revenue estimate
Rail Trail Authority	21,215,320	203,300	-21,012,020	- Rail line purchase in FY 09-10
Highway 1 PA/ED	4,284,089	4,403,467	119,378	- Construction anticipated to start in FY 10-11
RSTP Exchange Program	6,217,000	6,217,000	0	
CMAQ to Other Local Jurisdictions	35,769	0	-35,769	- Funds exhausted in FY 09-10
TOTAL	42,055,179	20,101,629	-21,953,550	

(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 SCMTD, 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.

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
OPERATING BUDGET SUMMARY
FY 2010-2011 BUDGET**

OPERATING BUDGET SUMMARY

PROGRAM	FY09-10 ADOPTED DETAIL			FY10-11 PROPOSED DETAIL		
	TOTAL FY 09-10 ADOPTED 01/10	SALARIES & BENEFITS	SERVICES & SUPPLIES	TOTAL FY10-11 PROPOSED 02/11/10	SALARIES & BENEFITS (1)	SERVICES & SUPPLIES
SCCRTC - Administration	652,500	201,000	451,500	555,500	201,000	354,500
Rideshare	364,600	185,500	179,100	374,100	195,000	179,100
SAFE	553,350	95,000	458,350	463,800	120,000	343,800
Freeway Service Patrol	331,400	47,500	283,900	341,350	55,000	286,350
Rail/Trail Authority	21,215,320	120,000	21,095,320	203,300	100,000	103,300
Highway 1 - PA/ED	4,004,831	250,000	3,754,831	4,124,209	265,000	3,859,209
SCCRTC Planning	2,299,553	857,039	1,442,514	1,652,659	906,407	746,252
Total Operating Budget	29,421,554	1,756,039	27,665,515	7,714,918	1,842,407	5,872,511

**OPERATING BUDGET COMPARISON
PRIOR YEAR AND BUDGET YEAR**

PROGRAM	FY 09-10 ADOPTED 01/10	FY 09-10 ACTUAL 6/30/10	FY 09-10 ACTUAL LESS ADOPTED 01/10	FY10-11 PROPOSED 02/11/10	FY 09-10 ADOPTED 01/10	FY10-11 PROPOSED VS FY 09-10 ADOPTED
SCCRTC - Administration	652,500		(652,500)	555,500	652,500	(97,000)
Rideshare	364,600		(364,600)	374,100	364,600	9,500
SAFE	553,350		(553,350)	463,800	553,350	(89,550)
Freeway Service Patrol	331,400		(331,400)	341,350	331,400	9,950
Rail/Trail Authority	21,215,320		(21,215,320)	203,300	21,215,320	(21,012,020)
Highway 1 - PA/ED	4,004,831		(4,004,831)	4,124,209	4,004,831	119,378
SCCRTC Planning	2,299,553		(2,299,553)	1,652,659	2,299,553	(646,894)
Total Operating Budget	29,421,554	-	(29,421,554)	7,714,918	29,421,554	(21,706,636)

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

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
OPERATING BUDGET BY PROGRAM - ADMINISTRATION
FY 2010-2011 BUDGET**

1 ADMINISTRATION

2 3 4 5	WORK ELEMENT #101	FY09-10 APPROVED 01/14/10	FY10-11 PROPOSED 02/11/10	DIFFERENCE	NOTE
6	REVENUES:				
7	TDA Administration	436,360	431,995	-4,365	- Reduction consistent with Auditor-Controller's estimate
8	Other Revenues			0	
9	RTC Funds	216,140	123,505	-92,635	- Due to reduced expenses as shown below
10	TOTAL REVENUES	652,500	555,500	-97,000	
11	EXPENDITURES:				
12	Salaries & Benefits	201,000	201,000	0	
13	Services and Supplies:				
14	Rent, Utilities, Insurance				
15	Telephone	11,500	11,500	0	
17	Liability Insurance	15,000	14,000	-1,000	- Based on prior years' costs
18	Video Conferencing Fees	2,000	2,000	0	
19	Internet/Web Fees	4,000	4,000	0	
20	Utilities	9,000	9,000	0	
21	Office Rent	80,000	80,000	0	
22	Carpet Replacement and Repairs	5,000	0	-5,000	- one time expense
23	Travel/Training				
24	Vehicle Rentals and Service	1,000	1,000	0	
25	RTC Vehicle	3,000	3,000	0	
26	Transportation/Travel/Education	20,000	20,000	0	
27	Fixed Assets				
28	Fixed Assets	6,000	6,000	0	
29	Office Expenses				
30	Office Expense	24,000	24,000	0	
31	Duplicating	6,000	6,000	0	
32	Postage	6,000	6,000	0	
33	Membership	6,000	6,000	0	
34	Sponsorship	1,500	1,000	-500	- Minimized to help reduce overall costs
35	Advertisement/Publication	4,000	4,000	0	
36	Office Equipment Repair/Maintenance	5,000	5,000	0	
37	Contingency/Special Expense	10,000	10,000	0	
38	County Mainframe/Intranet	7,500	6,000	-1,500	- Based on prior years' costs
39	Computer Software	14,000	5,000	-9,000	- email server software upgrade completed in FY 09-10
40	Services				
41	Commissioners' Stipend	9,000	9,000	0	
42	Fiscal & Triennial Performance Audit	55,000	25,000	-30,000	- triennial performance audit completed in FY 09-10
43	Annual Report/Fact Sheets	5,000	5,000	0	
44	Accounting, Payroll and Auditing Fees	11,000	15,000	4,000	- Auditor Controller recommends switching to a private payroll firm
45	Human Resources/Employee Relations	18,000	10,000	-8,000	- No labor negotiations anticipated in FY 10-11
46	Administrative Consulting Services	24,000	15,000	-9,000	- GASB45 actuarial completed in FY 09-10
47	Legal Counsel	20,000	20,000	0	
48	Programming for Computer System and Website	20,000	5,000	-15,000	- website update completed in FY 09-10
49	LAN/Computer Support	25,000	20,000	-5,000	- estimated lower cost with new consultant
50	Custodial - Janitorial Services	7,000	7,000	0	
51	Transfer to Special TDA Allocation	17,000	0	-17,000	- one time transfer
52	Subtotal Services & Supplies	451,500	354,500	-80,000	
53	TOTAL EXPENDITURES	652,500	555,500	-97,000	

Note:

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
OPERATING BUDGET BY PROGRAM - RIDESHARE
FY 2010-2011 BUDGET**

1 **RIDESHARE:** 721400

2 3 4	WORK ELEMENT #179	FY09-10 APPROVED 01/14/10	FY10-11 PROPOSED 02/11/10	DIFFERENCE	NOTE
5	REVENUES:				
6	RSTP Exchange	30,000	0	-30,000	- Carryover determined at end of FY 09-10
7	RSTP	130,000	130,000	0	
8	CMAQ - Rideshare	168,100	174,100	6,000	- Match AB2766 funds for Carpool Incentive Program
9	AB2766	118,790	70,000	-48,790	- Estimated carryover from FY 09-10
10	TOTAL REVENUES	446,890	374,100	-72,790	
11	EXPENDITURES:				
12	Staff and Overhead:				
13	Salaries & Benefits	185,500	195,000	9,500	- Anticipated work for Park & Ride Lot program
14					
15	Services and Supplies:				
16	Rideshare:				
17	Telephone	1,000	1,000	0	
18	Membership	600	600	0	
19	Postage	1,000	1,000	0	
20	Other - Office Expense	1,500	1,500	0	
21	Transportation/Travel/Education	1,000	2,500	1,500	- Estimate for full implementation of new programs
22	Advertisement & Promotion Materials	15,000	15,000	0	
23	Rideshare Database/Programming	7,500	7,500	0	
24	Carpool Incentive Program	65,000	50,000	-15,000	- Estimated carryover from FY 09-10
25	Park & Ride Lot Project	15,000	100,000	85,000	- Estimated expenses for Park & Ride Lot program
26	<i>Subtotal Services & Supplies</i>	107,600	179,100	71,500	
27	Unappropriated Revenues:	153,790	0	-153,790	- Budgeted in this fiscal year
28					
29	TOTAL EXPENDITURES	446,890	374,100	-72,790	

Note:

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
OPERATING BUDGET BY PROGRAM - SAFE
FY 2010-2011 BUDGET**

1 **SAFE:** 721825

2 3 4 5	WORK ELEMENT #178	FY09-10 APPROVED 01/14/10	FY10-11 PROPOSED 02/11/10	DIFFERENCE	NOTE
6	REVENUES:				
7	DMV Fees	236,000	236,000	0	
8	Interest	15,000	15,000	0	
9	Caltrans Partnership Planning Grant for 511 System	259,210	210,000	-49,210	- Estimated carryover from FY 09-10
10	Local Financial Assistance (MTC SAFE)	50,000	50,000	0	
	SAFE Funds Budgeted	47,950	0	-47,950	- Carryover determined at end of FY 09-10
	### TOTAL REVENUES	608,160	511,000	-97,160	
	### EXPENDITURES:				
	### Staff and Overhead:				
	### Salaries & Benefits	95,000	120,000	25,000	- Includes \$55,000 for 511 system planning
	### Services and Supplies:				
	### Office Expense	1,000	2,000	1,000	- Estimated increase due to 511 system planning
	### Transportation/Travel/Education	750	1,500	750	- Estimated increase due to 511 system planning
	### HWY 17 Utility Charges (Electricity)	1,600	1,200	-400	- Estimated cost decrease due to recent expenditures
	### Liability Insurance	4,000	4,000	0	
	### Legal Counsel	500	500	0	
	### Contingency/Special Expense	2,500	2,500	0	
	### Network Access	10,000	10,000	0	
	### System Maintenance	60,000	62,000	2,000	- Estimated cost increase for maintenance
	### CHP Operations	600	600	0	
	### Safe on 17	125,000	100,000	-25,000	- FY 09-10 includes some carryover
	### Freeway Service Patrol	0	0	0	
	### Call Answering	4,000	4,500	500	- Potential cost increase due to call volume and anticipated new contract
	### Callbox Upgrade	62,000	0	-62,000	- Carryover determined at end of FY 09-10
	### 511 System Plan - Consultant Services	150,000	140,000	-10,000	- Estimated carryover from FY 09-10
	### TAMC for 511 System Planning	36,400	15,000	-21,400	- Estimated carryover from FY 09-10
	### <i>Subtotal Services & Supplies</i>	458,350	343,800	-83,150	
	### Unappropriated Revenues	54,810	47,200	-7,610	
	### TOTAL EXPENDITURES	608,160	511,000	-90,760	

Note:

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
OPERATING BUDGET BY PROGRAM - FREEWAY SERVICE PATROL (FSP)
FY 2010-2011 BUDGET**

1 FREEWAY SERVICE PATROL (FSP) : 721827

2 3 4	WORK ELEMENT #177	FY09-10 APPROVED 01/14/10	FY10-11 PROPOSED 02/11/10	DIFFERENCE	NOTE
5	REVENUES				
6	Caltrans	185,530	185,000	-530	- Estimate of state funds
7	American Recovery and Reinvestment Act (ARRA)	180,000	0	-180,000	- Carryover determined at end of FY 09-10
8	RSTP Funds		180,000	180,000	- Funds programmed for FY 10-11
9	Interest	1,500	1,500	0	
10	FSP Reserve Funds Budgeted	0	0	0	
11	TOTAL REVENUES	367,030	366,500	-530	
12					
13	EXPENDITURES				
14	Staff and Overhead:				
15	Salaries & Benefits	47,500	55,000	7,500	- Biennial contract procurement to be done in FY 10-11
16					
17	Services and Supplies:				
18	Telephone	2,000	2,000	0	
19	Transportation/Travel/Education	400	600	200	- Estimated increase due to contract procurement
20	Liability Insurance	4,000	4,000	0	
21	Legal Counsel	500	750	250	- Estimated increase due to contract procurement
22	Contingency/Special Expense	5,000	5,000	0	
23	Supplies	2,000	4,000	2,000	- Reprint information brochures
24	Towing	270,000	270,000	0	
25	<i>Subtotal Services & Supplies</i>	283,900	286,350	2,450	
26	Unappropriated Revenues:	35,630	25,150	-10,480	
27	TOTAL EXPENDITURES	367,030	366,500	-8,030	

Note:

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
OPERATING BUDGET BY PROGRAM - RAIL/TRAIL AUTHORITY
FY 2010-2011 BUDGET**

1 **RAIL/TRAIL AUTHORITY:** 722100

2 3 4	WORK ELEMENT #682	FY09-10 APPROVED 01/14/10	FY10-11 PROPOSED 02/11/10	DIFFERENCE	NOTE
5	REVENUES:				
6	STIP	10,000,000	0	-10,000,000	- Rail line purchase in FY 09-10
7	Proposition 116	10,481,059	0	-10,481,059	- Rail line purchase in FY 09-10
8	Leases	120,000	60,000	-60,000	- Lease revenue estimate
9	Federal Earmark	157,784	0	-157,784	- Rail line purchase in FY 09-10
10	Transfer from TC Funds	102,310	98,956	-3,354	- Carryover determined at end of FY 09-10
11	Rail/Trail Authority Reserve Funds Budgeted	354,167	44,344	-309,823	- Carryover determined at end of FY 09-10
12	TOTAL REVENUES	21,215,320	203,300	-21,012,020	
13	EXPENDITURES:				
14	Staff and Overhead:				
15	Salaries & Benefits	120,000	100,000	-20,000	- Rail line purchase in FY 09-10
16					
17	Services and Supplies:				
18	Liability Insurance	80,000	60,000	-20,000	- Insurance cost estimate
19	Consulting Services:				
20	Appraisals	55,004	0	-55,004	- Rail line purchase in FY 09-10
21	Negotiation Attorney	133,938	0	-133,938	- Rail line purchase in FY 09-10
22	Lease Investigation	15,000	0	-15,000	- Rail line purchase in FY 09-10
23	Title Company	20,012	0	-20,012	- Rail line purchase in FY 09-10
24	Freight Service and Business & Management Plan	44,634	0	-44,634	- Rail line purchase in FY 09-10
25	Legal Review for EIR	22,610	0	-22,610	- Carryover determined at end of FY 09-10
26	Structures Assessment	7,804	0	-7,804	- Rail line purchase in FY 09-10
27	STB Filing	50,000	0	-50,000	- Rail line purchase in FY 09-10
28	Closing Costs	25,000	0	-25,000	- Rail line purchase in FY 09-10
29	General Inspection	44,832	0	-44,832	- Rail line purchase in FY 09-10
30	On Call Consultant for Rail Operations Management	40,000	38,000	-2,000	- Estimated cost
31	Phase II Site Assessment	176,153	0	-176,153	- Rail line purchase in FY 09-10
32	Recreational Rail - Environmental Review	0	0	0	
33	- Contingency	5,300	0	-5,300	- Moved to general contingency
34	Title Insurance	75,000	0	-75,000	- Rail line purchase in FY 09-10
35	Hazardous Materials and Pollution Insurance	300,791	0	-300,791	- Rail line purchase in FY 09-10
36	General Contingency	64,242	5,300	-58,942	- Full carryover determined at end of FY 09-10
37	Various Rail Line Improvements	5,735,000	0	-5,735,000	- Carryover determined at end of FY 09-10
38	Right of Way Acquisition	14,200,000	0	-14,200,000	- Rail line purchase in FY 09-10
39	<i>Subtotal Services & Supplies</i>	21,095,320	103,300	-20,992,020	
40					
41	TOTAL EXPENDITURES	21,215,320	203,300	-21,012,020	

Note:

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
OPERATING BUDGET BY PROGRAM - HIGHWAY 1
FY 2010-2011 BUDGET**

1 HIGHWAY 1: 722200

2	3	4	5	6
7	8	9	10	11
12	13	14	15	16
17	18	19	20	21
22	23	24	25	26
27	28	29	30	31
32	33	34	35	36
37	38	39	40	41
42	43	44	45	46
WORK ELEMENT #683	FY09-10 APPROVED 01/14/10	FY10-11 PROPOSED 02/11/10	DIFFERENCE	NOTE
REVENUES:				
RSTP Exchange - HOV Lanes	1,008,231	506,632	-501,599	- Estimated carryover from FY 09-10
CMAQ - HOV Lanes	111,200	55,878	-55,322	- Estimated carryover from FY 09-10
STIP - HOV Lanes	1,375,000	690,932	-684,068	- Estimated carryover from FY 09-10
Federal Earmark Aux Lanes: PA/ED (carryover)	95,654	0	-95,654	- Funds exhausted in FY 09-10
Federal Earmark Aux Lanes: Design	677,000	343,591	-333,409	- Estimated carryover from FY 09-10
STIP - Aux Lanes: Design (carryover)	326,000	165,451	-160,549	- Estimated carryover from FY 09-10
RSTP Exchange - Aux Lanes: Design	85,678	43,483	-42,195	- Estimated carryover from FY 09-10
RSTP Exchange - Aux Lanes: PA/ED	279,326	0	-279,326	- Estimated carryover from FY 09-10
STIP Construction		304,505	304,505	- Programmed for construction phase
CMIA Construction		2,292,995	2,292,995	- Programmed for construction phase
Aux Lane Reserves	326,000	0	-326,000	- Funds used in FY 09-10
TOTAL REVENUES	4,284,089	4,403,467	119,378	
EXPENDITURES:				
Salaries and Benefits	250,000	265,000	15,000	- Increase in Aux Lane project work
Services and Supplies:				
Hwy 1 HOV Lanes PA/ED:				
PA/ED Consultant - Nolte Contract	1,680,088	570,796	-1,109,292	- Estimated carryover from FY 09-10
PA/ED on Call Consultants	36,697	0	-36,697	- Carryover determined at end of FY 09-10
PA/ED Public Information, materials, postage & meetings	31,671	31,671	0	
ROW Consultant	40,696	40,696	0	
FHWA Project Value Analysis	50,000	50,000	0	
Sustainability Analysis (STARS)	88,000	28,000	-60,000	- Estimated carryover from FY 09-10
Contingencies	128,021	128,021	0	
Hwy 1 Morrissey-Soquel Aux Lane:				
PA/ED Consultant - Nolte Contract	321,840	0	-321,840	- Contract completed in FY 09-10
PA/ED on Call Consultants	0	0	0	
PA/ED Public Information, materials, Postage & meeting space	3,140	0	-3,140	- Phase completed in FY 09-10
PA/ED Legal Costs		0	0	- Estimated carryover from FY 09-10
Hwy 1 Morrissey-Soquel Aux Lane Design:				
Final Design and Engineering Consultants	1,017,525	492,525	-525,000	- Estimated carryover from FY 09-10
Design on Call Consultants	15,500	0	-15,500	- Carryover determined at end of FY 09-10
Design Public Information, materials, Postage & meeting space	15,653	0	-15,653	- Carryover determined at end of FY 09-10
PS&E Construction Admin Activities		0	0	- Estimated cost
Transfer to RSTPX Fund	326,000	0	-326,000	- One time transfer
Hwy 1 Morrissey-Soquel Aux Lane Construction:				
Contractor - Capital Expenses		2,172,500	2,172,500	- Estimated project construction contractor expense
Construction - Management Team		325,000	325,000	- Estimated construction management expense
Construction - Public Information		20,000	20,000	- Estimated cost for public information materials and efforts
<i>Subtotal Services & Supplies</i>	3,754,831	3,859,209	104,378	-
Unappropriated Revenues - HOV:	279,258	279,258	0	
TOTAL EXPENDITURES	4,284,089	4,403,467	119,378	

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
OPERATING BUDGET BY WORK PROGRAM - PLANNING REVENUES BY SOURCES
FY 2010-2011 BUDGET**

1 **PLANNING REVENUES:** 721600/721700/721750

SOURCES	FY09-10 APPROVED 01/14/10	FY10-11 PROPOSED 02/11/10	DIFFERENCE	NOTE
REVENUES:				
TDA Planning	374,320	374,320	0	
Rural Planning Assistance (RPA)	315,000	315,000	0	
STIP for Planning (PPM)	300,000	150,000	-150,000	- Amount programmed for FY 10-11
Transit Professional Development Grant - from AMBAG	9,131	0	-9,131	- Grant exhausted in FY 10-11
RSTP Exchange - Eco Act & Comm Trafc Saty Coal	110,000	40,000	-70,000	- RSTP Exchange funds not yet programmed to some projects
CMAQ - Ecology Action	7,993	0	-7,993	- Funds exhausted in FY 10-11
FHWA - Earmark	532,000	360,000	-172,000	- Estimated carryover from FY 09-10
FHWA - Planning (PL) - from AMBAG	241,011	228,231	-12,780	- Lower federal estimate for FY 10-11
Section 5317 - from AMBAG	0	0	0	
Env. Justice Context-Sensitive Planning Grant	94,384	34,000	-60,384	- Carryover determined at end of FY 09-10
Agricultural Worker Transportation Program	64,051	0	-64,051	- Carryover determined at end of FY 09-10
AB2766/Air District Funds:				
Bike Secure - RTC	30,000	20,000	-10,000	- Estimated carryover from FY 09-10
Folding Bikes on Bus Program - Ecology Action	17,066	13,000	-4,066	- Estimated carryover from FY 09-10
Emergency Ride Home - Ecology Action	34,209	20,000	-14,209	- Estimated carryover from FY 09-10
Climate change in RTP	9,000	0	-9,000	- Grant exhausted in FY 10-11
RTC Funds Budgeted	161,387	98,108	-63,279	- Full carryover determined at end of FY 09-10
TOTAL REVENUES	2,299,553	1,652,659	-646,894	

Note:

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
OPERATING BUDGET BY PROGRAM - PLANNING EXPENDITURES
FY 2010-2011 BUDGET**

1 **PLANNING EXPENDITURES:** 721600/721700/721750

EXPENDITURES	WORK ELEMENT NUMBER	FY09-10 ADOPTED 01/14/10	FY10-11 PROPOSED 02/11/10	DIFFERENCE	NOTE
EXPENDITURES:					
Staff & Overhead by Program					
Plan Coordination	112	100,000	97,092	-2,908	- Based on work trend
Land Use/Transportation Coordination	411	35,258	35,020	-238	- Based on work trend
Work Program	101	46,000	46,000	0	
Public Information	113	115,000	115,000	0	
Bicycle/Pedestrian Planning	614	59,000	77,645	18,645	- Bike lane signage project
Monterey Bay Sanctuary Scenic Trail (MBSST) Network	614	30,000	50,000	20,000	- MBSST Network master plan
Specialized Transportation	621	48,000	77,000	29,000	- Ped improvements to transit facilities plan
Rotational Transit Intern	670	9,131	-	-9,131	- Funds exhausted in FY 10-11
Regional Transportation Plan	622	85,968	85,968	0	
Traffic Monitoring	231	16,210	16,210	0	
TSM	631	11,472	11,472	0	
Transportation Improvement Program (TIP)	641	205,000	199,000	-6,000	- No new RTIP anticipated in FY 10-11
Hwy & Roadway Planning	683	96,000	96,000	0	
<i>Subtotal Staff and Overhead</i>		857,039	906,407	49,368	
Services & Supplies					
<u>Passthrough Programs</u>					
Folding Bikes on Bus Program (Ecology Action)	614	17,066	13,000	-4,066	- Estimated carryover from FY 09-10
Bike To Work Program (Ecology Action)	614	34,427	34,241	-186	- Reduction consistent with Auditor Controller's estimate for TDA funds
Community Traffic Safety Coalition (Safety Education)	614	86,064	85,599	-465	- Reduction consistent with Auditor Controller's estimate for TDA funds
Comm Traffic Safety Coal (South County Bike/Ped safety)		50,000	-	-50,000	- Availability of RSTP Exchange funds determined at end of FY 09-10
Congestion Education Campaign (Ecology Action)	631	7,993	-	-7,993	- Funds exhausted in FY 10-11
Go Green Campaign (Ecology Action)		60,000	-	-60,000	- Availability of RSTP Exchange funds determined at end of FY 09-10
Emergency Ride Home (Ecology Action)		34,209	20,000	-14,209	- Estimated carryover from FY 09-10
Mobility Outreach and Education Project (Community Bridges)	614	77,384	-	-77,384	- Carryover determined at end of FY 09-10
Agricultural Worker Transp Program (Community Bridges)		64,051	-	-64,051	- Carryover determined at end of FY 09-10
<u>Professional Services (contracts)</u>					
Sacramento Assistant	112	36,000	36,000	0	
Washington Assistant	112	44,600	44,600	0	
Transportation Funding Development Consultants	622	2,356	2,356	0	
Engineering and Other Technical Consultants	641	25,000	25,000	0	
Regional Transportation Plan EIR		30,000	-	-30,000	- One time expense
MBSST Network Master Plan Consultant		500,000	300,000	-200,000	- Estimated carryover from FY 09-10
<u>RTC Work Element Related Items</u>					
Bike Secure Program	614	40,000	25,000	-15,000	- Estimated carryover from FY 09-10
Traffic Monitoring services - counts	231	6,500	6,500	0	
Printing RTP, RTIP, other Documents and Pub Info Materials	622	25,000	25,000	0	
MBSST Network Plan Outreach	614	30,000	30,000	0	
Transfer to TDA Reserve	683	146,553	-	-146,553	- One time transfer
Transfer to Special Allocation for Community Bridges		23,000	-	-23,000	- One time special allocation
Transfer to Rail/Trail Authority	682	102,310	98,956	-3,354	
<i>Subtotal Services & Supplies</i>		1,442,514	746,252	-696,262	
TOTAL EXPENDITURES		2,299,553	1,652,659	-646,894	

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
OPERATING BUDGET BY PROGRAM - PLANNING FUND SOURCE DETAIL
FY 2010-2011 BUDGET**

PLANNING DETAIL: 721600/721700/721750

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	
	EXPENDITURES	WORK ELEMENT NUMBER	FY10-11 PROPOSED 02/11/10	TDA	RTC FUND	RPA	FHWA PL - AMBAG	AB2766	STIP	FHWA Earmark	SECTION 5317 AMBAG	Env Just Plng Grant	AWTP Plng Grant	CMAQ	RSTPX
4	SALARIES, Benefits & Overhead														
5	Plan Coordination	112	97,092	1,872	-	62,000	33,220								
6	Land Use/Transportation Coordination	411	35,020	-	-	25,520	9,500								
7	Work Program	101	46,000	-	-	14,000	32,000								
8	Public Information	113	115,000	-	-	35,000	80,000								
9	Bicycle/Pedestrian Planning	614	77,645	5,020	2,645	18,951	11,029								40,000
10	Monterey Bay Sanctuary Scenic Trail (MBSST) Network	614	50,000	-	-	10,000				40,000					
11	Specialized Transportation	621	77,000	-	-	18,000	25,000					34,000			
12	Rotational Transit Intern	670	-	-	-										
13	Regional Transportation Plan	622	85,968	41,500	-	44,468		-							
14	Traffic Monitoring	231	16,210	-	-	16,210									
15	TSM	631	11,472	6,139	-		5,333								
16	Transportation Improvement Program (TIP)	641	199,000	42,000	-	7,000	-		150,000						
17	Hwy & Roadway Planning	683	96,000	-	-	63,851	32,149								
18	<i>Salaries, Benefits & Overhead Subtotal</i>		906,407	96,531	2,645	315,000	228,231	-	150,000	40,000	-	34,000	-	-	40,000
20	Services & Supplies														
21	<u>Passthrough Programs</u>														
22	Folding Bikes on Bus Program (Ecology Action)	614	13,000		-			13,000							
23	Bike To Work Program (Ecology Action)	614	34,241	34,241	-										
24	Community Traffic Safety Coalition (Safety Education)	614	85,599	85,599	-										
25	Comm Traffic Safety Coal (South County Bike/Ped safety)		-	-	-										-
26	Congestion Education Campaign (Ecology Action)	631	-	-	-										-
27	Go Green Campaign (Ecology Action)		-	-	-										-
28	Emergency Ride Home (Ecology Action)		20,000		-			20,000							
29	Mobility Outreach and Education Project (Community Bridges)		-	-	-										
30	Agricultural Worker Transp Program (Community Bridges)		-	-	-										
32	<u>Professional Services</u>														
33	Sacramento Assistant	112	36,000	13,000	23,000										
34	Washington Assistant	112	44,600	44,600	-										
35	Transportation Funding Development Consultants	622	2,356		2,356										
36	Engineering and Other Technical Consultants	641	25,000	25,000	-										
37	Regional Transportation Plan EIR		-	-	-										
38	MBSST Network Master Plan Consultant	614	300,000		-					300,000					
39	(Master Plan, environmental, review, preliminary design)														
41	<u>RTC Work Element Related Items</u>														
42	Bike Secure Program	614	25,000	5,000	-			20,000							
43	Traffic Monitoring services - counts	231	6,500	6,500	-										
44	Printing RTP, RTIP, other Documents and Pub Info Materials	622	25,000	25,000	-										
45	MBSST Network Plan Outreach	614	30,000	10,000	-					20,000					
46	Transfer to TDA Reserve		-	-	-										
47	Transfer to Special Allocation for Community Bridges		-	-	-										
48	Transfer to Rail/Trail Authority	682	98,956	28,849	70,107										
49	<i>Subtotal Services & Supplies</i>		746,252	277,789	95,463	-	-	53,000	-	320,000	-	-	-	-	-
51	TOTAL EXPENDITURES		1,652,659	374,320	98,108	315,000	228,231	53,000	150,000	360,000	-	34,000	-	-	40,000

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
OPERATING BUDGET BY PROGRAM - STP EXCHANGE PROGRAM
FY 2010-2011 BUDGET**

1 RSTP EXCHANGE PROGRAM: 722000

2	3	4	5	6
WORK ELEMENT #101	FY09-10 APPROVED 01/14/10	FY10-11 PROPOSED 02/11/10	DIFFERENCE	NOTE
REVENUES:				
State RSTP Exchange Funds	-	-	-	
Interest	50,000	-	(50,000)	- Carryover & new revenue determined at end of FY 09-10
Transfer from Hwy 1 PA/ED - Aux Lane	326,000	-	(326,000)	- Carryover & new revenue determined at end of FY 09-10
RSTP Exchange Funds Budgeted - Carryover	5,841,000	-	(5,841,000)	- Carryover & new revenue determined at end of FY 09-10
TOTAL REVENUES	6,217,000	-	(6,217,000)	
EXPENDITURES:				
City of Capitola				
Clares Street Traffic Calming	200,000	-	(200,000)	- Carryover & new revenue determined at end of FY 09-10
38th Avenue Rehabilitation	438,000	-	(438,000)	- Carryover & new revenue determined at end of FY 09-10
Capitola Road Traffic Calming/Improvement	268,000	-	(268,000)	- Carryover & new revenue determined at end of FY 09-10
City of Capitola Subtotal	906,000	-	(906,000)	
City of Scotts Valley				
Whispering Pines Sidewalk	350,000	-	(350,000)	- Carryover & new revenue determined at end of FY 09-10
City of Scotts Valley Subtotal	350,000	-	(350,000)	
City of Watsonville				
Freedom Blvd Rehab (High - Broadis)	751,000	-	(751,000)	- Carryover & new revenue determined at end of FY 09-10
City of Watsonville Subtotal	751,000	-	(751,000)	
County of Santa Cruz				
San Andreas Road Rehabilitation	278,000	-	(278,000)	- Carryover & new revenue determined at end of FY 09-10
Bonny Doon Raod Rehabilitation	600,000	-	(600,000)	- Carryover & new revenue determined at end of FY 09-10
Green Valley Road Rehab	810,000	-	(810,000)	- Carryover & new revenue determined at end of FY 09-10
State Park Drive Improvement	587,000	-	(587,000)	- Carryover & new revenue determined at end of FY 09-10
Calabasas Road Bike/Pedestrian	700,000	-	(700,000)	- Carryover & new revenue determined at end of FY 09-10
Graham Hill Road Safety Project	310,000	-	(310,000)	- Carryover & new revenue determined at end of FY 09-10
County of Santa Cruz Subtotal	3,285,000	-	(3,285,000)	
County Health Services				
South County Based Community Traffic Safety Coalition	50,000	-	(50,000)	- Carryover & new revenue determined at end of FY 09-10
CTSC Subtotal	50,000	-	(50,000)	
UCSC				
Replacement Vanpools	66,000	-	(66,000)	- Carryover & new revenue determined at end of FY 09-10
UCSC Subtotal	66,000	-	(66,000)	
SCCRTC				
Go Green-Ecology Action Program	60,000	-	(60,000)	- Carryover & new revenue determined at end of FY 09-10
Park and Ride Lot Program	30,000	-	(30,000)	- Carryover & new revenue determined at end of FY 09-10
Bike Route Signage	25,000	-	(25,000)	- Carryover & new revenue determined at end of FY 09-10
Reserve for Highway 1 Soquel-Morrissey Auxiliary Lanes	326,000	-	(326,000)	- Carryover & new revenue determined at end of FY 09-10
Highway 1 Soquel-Morrissey Auxiliary Lanes	368,000	-	(368,000)	- Carryover & new revenue determined at end of FY 09-10
SCCRTC Subtotal	809,000	-	(809,000)	
Unappropriated Revenues:			-	
TOTAL EXPENDITURES	6,217,000	-	(6,217,000)	

Note:

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
FUND BALANCES AND RESERVES
FY 2010-2011 BUDGET**

1

2 **FUND BALANCES & RESERVES: 02/11/10**

3	4	5	6	7	8	9	10	11	12	13
DESCRIPTION	TDA FUND (1)	RTC FUND (2)	RIDESHARE	RAIL/TRAIL AUTHORITY FUND	HIGHWAY ONE PA/ED FUND	SAFE OPERATING FUND	FSP FUND	RSTP EXCHANGE FUND	STA (3) FUND	TOTAL ALL FUNDS
7 Fund Balance 7-01-10	198,980	225,979		44,344	1,317,676	482,852	88,246	5,940,620	-	8,298,697
8 Budgeted Carryover 08/09 (4)	-	(221,613)		(44,344)	(1,317,676)	-	-	(5,841,000)		(7,424,633)
9 Adjustment	-					-	-			-
10 Transfer from RTC	-									
11										
12 Available Reserve Fund Balance	198,980	4,366								874,064
13 Target for Reserves - 8%	(527,713)	(176,653)								(704,366)
14										
15 Surplus <Deficit> from Target	(328,733)	(172,287)	-	-	0	482,852	88,246	99,620	-	169,697
16										-
17 Unappropriated Revenues			-		279,258	47,200	25,150	-		351,608
18										
19 Total Fund Balance	(328,733)	(172,287)	0	0	279,258	530,052	113,396	99,620	0	521,305

21

22

3.02 0.20

23 **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 (7-01-10)** = 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 FY10/11, but will be needed in future years.

30

31

32 (1) 8% reserve is established in RTC Rules and Regulations; 300% available due to use of reserve funds in prior fiscal years

33 (2) 8% reserve target consistent with TDA reserve fund; .20% available due to reduced revenues & will be affected by carryovers from FY 09-10

34 (3) This is a pass-through fund, all receipts are paid to SCMTD.

35 (4) Includes combination of budgeted carryover and budgeted new for RTC Fund

36

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
STAFF POSITIONS
FY 2010-2011 BUDGET**

1					
2		FY09-10	FY10-11		
3	AUTHORIZED	APPROVED	PROPOSED	DIFFERENCE	NOTE
4	STAFF POSITIONS:	01/14/10	02/11/10		
5					
6	POSITIONS	FTE	FTE	FTE	
7					
8	Executive Director	1.00	1.00	0.00	
9	Deputy Director	1.00	1.00	0.00	
10	Fiscal Officer SCCRTC	1.00	1.00	0.00	
11	Administrative Services Officer	1.00	1.00	0.00	
12	Transportation Planner I-IV	8.00	8.00	0.00	
13	Accounting Technician	0.50	0.50	0.00	
14	Administrative Assistant I-III	1.75	1.75	0.00	
15	Transportation Planning Technician	2.00	2.00	0.00	
16	Paid Intern	0.50	0.50	0.00	
17					
18	TOTAL POSITIONS	16.75	16.75	0.00	
19					
20					
21					
22		FY09-10	FY10-11		
23	BUDGETED	APPROVED	PROPOSED	DIFFERENCE	NOTE
24	STAFF POSITIONS:	01/14/10	02/11/10		
25					
26	POSITIONS	FTE	FTE	FTE	
27					
28	Executive Director	1.00	1.00	0.00	
29	Deputy Director	1.00	1.00	0.00	
30	Fiscal Officer SCCRTC	1.00	1.00	0.00	
31	Administrative Services Officer	1.00	1.00	0.00	
32	Transportation Planner I-IV	6.00	6.00	0.00	
33	Accounting Technician	0.50	0.50	0.00	
34	Administrative Assistant I-III	1.75	1.75	0.00	
35	Transportation Planning Technician	1.50	2.00	0.50	- Retired position not filled in FY 09-10
36	Paid Intern	0.50	0.00	-0.50	- Grant funding for position exhausted in FY 09-10
37					
38	TOTAL POSITIONS	14.25	14.25	0.00	

Note: FTE= full-time equivalent

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
FY 2010-2011 BUDGET**

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TDA ALLOCATION BALANCES

CLAIMANTS	FY10-11 PROPOSED 02/11/10	UNSPENT PRIOR ALLOCATIONS	AVAILABLE FUNDS 02/11/10
SCCRTC			
TDA Administration	431,995		431,995
TDA Planning	374,320		374,320
Subtotal	806,315	-	806,315
Demo Program	-		-
Special Allocation for Community Bridges transit	-		-
SCMTD	4,974,478		4,974,478
Specialized Transit	488,721		488,721
Volunteer Center	58,181		58,181
City of Capitola	11,126		11,126
City of Santa Cruz - Non Transit	65,149		65,149
City of Scotts Valley	12,994		12,994
City of Watsonville	57,306		57,306
County of Santa Cruz	150,148		150,148
TOTAL	6,624,418	-	6,624,418

Note: Allocations for the Cities and the County use the most recent population figures from the Department of Finance

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
OPERATING BUDGET BY PROGRAM - STP EXCHANGE PROGRAM
FY 2010-2011 BUDGET**

1 RSTP EXCHANGE PROGRAM: 722000

2 3 4	WORK ELEMENT #101	FY09-10 APPROVED 01/14/10	FY10-11 PROPOSED 02/11/10	DIFFERENCE	NOTE
5	REVENUES:				
6	State RSTP Exchange Funds	-	-	-	
7	Interest	50,000	-	(50,000)	- Carryover & new revenue determined at end of FY 09-10
8	Transfer from Hwy 1 PA/ED - Aux Lane	326,000	-	(326,000)	- Carryover & new revenue determined at end of FY 09-10
9	RSTP Exchange Funds Budgeted - Carryover	5,841,000	-	(5,841,000)	- Carryover & new revenue determined at end of FY 09-10
10	TOTAL REVENUES	6,217,000	-	(6,217,000)	
11					
12	EXPENDITURES:				
13	City of Capitola				
14	Clares Street Traffic Calming	200,000	-	(200,000)	- Carryover & new revenue determined at end of FY 09-10
15	38th Avenue Rehabilitation	438,000	-	(438,000)	- Carryover & new revenue determined at end of FY 09-10
16	Capitola Road Traffic Calming/Improvement	268,000	-	(268,000)	- Carryover & new revenue determined at end of FY 09-10
17	City of Capitola Subtotal	906,000	-	(906,000)	
18					
19	City of Scotts Valley				
20	Whispering Pines Sidewalk	350,000	-	(350,000)	- Carryover & new revenue determined at end of FY 09-10
21	City of Scotts Valley Subtotal	350,000	-	(350,000)	
22					
23	City of Watsonville				
24	Freedom Blvd Rehab (High - Broadis)	751,000	-	(751,000)	- Carryover & new revenue determined at end of FY 09-10
25	City of Watsonville Subtotal	751,000	-	(751,000)	
26					
27	County of Santa Cruz				
28	San Andreas Road Rehabilitation	278,000	-	(278,000)	- Carryover & new revenue determined at end of FY 09-10
29	Bonny Doon Raod Rehabilitation	600,000	-	(600,000)	- Carryover & new revenue determined at end of FY 09-10
30	Green Valley Road Rehab	810,000	-	(810,000)	- Carryover & new revenue determined at end of FY 09-10
31	State Park Drive Improvement	587,000	-	(587,000)	- Carryover & new revenue determined at end of FY 09-10
32	Calabasas Road Bike/Pedestrian	700,000	-	(700,000)	- Carryover & new revenue determined at end of FY 09-10
33	Graham Hill Road Safety Project	310,000	-	(310,000)	- Carryover & new revenue determined at end of FY 09-10
34	County of Santa Cruz Subtotal	3,285,000	-	(3,285,000)	
35					
36	County Health Services				
37	South County Based Community Traffic Safety Coalition	50,000	-	(50,000)	- Carryover & new revenue determined at end of FY 09-10
38	CTSC Subtotal	50,000	-	(50,000)	
39					
40	UCSC				
41	Replacement Vanpools	66,000	-	(66,000)	- Carryover & new revenue determined at end of FY 09-10
42	UCSC Subtotal	66,000	-	(66,000)	
43					
44	SCCRTC				
45	Go Green-Ecology Action Program	60,000	-	(60,000)	- Carryover & new revenue determined at end of FY 09-10
46	Park and Ride Lot Program	30,000	-	(30,000)	- Carryover & new revenue determined at end of FY 09-10
47	Bike Route Signage	25,000	-	(25,000)	- Carryover & new revenue determined at end of FY 09-10
48	Reserve for Highway 1 Soquel-Morrissey Auxiliary Lanes	326,000	-	(326,000)	- Carryover & new revenue determined at end of FY 09-10
49	Highway 1 Soquel-Morrissey Auxiliary Lanes	368,000	-	(368,000)	- Carryover & new revenue determined at end of FY 09-10
50	SCCRTC Subtotal	809,000	-	(809,000)	
51					
52	Unappropriated Revenues:			-	
53					
54	TOTAL EXPENDITURES	6,217,000	-	(6,217,000)	

Note:

**Transportation Development Act (TDA)
Estimated and Actual Revenues FYs 07-08, 08-09, 09-10 7 10-11**

Month	FY 07-08 Actual Revenues	FY 08-09 Auditor Controller Final Estimate	FY 08-09 Actual Revenues	FY 09-10 Auditor- Controller Jan 09 Estimate	FY 09-10 Auditor- Controller Mar 09 Estimate	FY 09-10 Auditor Controller July 09 Estimate	FY 09-10 Auditor- Controller Jan 10 Estimate	FY 09-10 Actual Revenues	FY 09-10 Difference of Actual to Jan 10 Estimate	FY 09-10 Difference as % of Jan 10 Estimate	FY 09-10 Cumulative % of Actual to Jan 10 Estimate	FY 10-11 Auditor- Controller Jan 10 Estimate	
JULY	543,200	570,200	570,200	570,200	570,200	454,800	454,800	454,800	0	0.00%	100.00%	454,800	
AUGUST	724,300	760,200	760,200	760,200	760,200	646,170	539,000	539,000	0	0.00%	100.00%	539,000	
SEPTEMBER	863,255	634,334	634,334	634,334	634,334	539,184	719,093	719,093	0	0.00%	100.00%	719,093	
OCTOBER	599,500	567,100	567,100	567,100	567,100	499,048	490,500	490,500	0	0.00%	100.00%	490,500	
NOVEMBER	799,300	756,100	756,100	756,100	756,100	665,368	555,900	555,900	0	0.00%	100.00%	555,900	
DECEMBER	638,280	700,859	700,859	700,859	700,859	616,756	625,785	625,785	0	0.00%	100.00%	625,785	
JANUARY	583,600	538,600	538,600	554,420	538,600	538,600	538,600	465,300	-73,300	-13.61%	98.13%	538,600	
FEBRUARY	778,200	590,700	590,700	739,290	590,700	590,700	590,700					590,700	
MARCH	543,629	578,624	578,624	516,446	578,624	578,624	578,624					578,624	
APRIL	494,300	455,497	432,400	469,585	455,497	432,400	432,400					432,400	
MAY	659,000	607,269	464,400	626,050	607,269	464,400	464,400					464,400	
JUNE	652,069	600,882	606,615	619,466	600,882	606,615	606,615					606,615	
TOTAL	7,878,633	7,360,365	7,200,133	7,514,051	7,360,365	6,632,665	6,596,418	3,850,378	-73,300	-1.11%	58.05%	6,596,418	
% Change		-6.58%	-2.18%	4.36%	-2.05%	-9.89%	-0.55%						
% Change FY 07-08 to FY 08-09 Actual Revenues												-8.61%	
% Change FY 08-09 Actual to FY 09-10 Jan 10 Estimated Revenues													-8.38%