



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

AGENDA

**Thursday, June 13, 2013
3:00 pm**

NOTE LOCATION

Santa Cruz County CAO's Conference Room
701 Ocean St., Santa Cruz

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

CONSENT AGENDA

4. Approve minutes of the April 11, 2013 meeting
5. Accept third quarter FY12-13 warrants and credit card reports
6. Accept TDA report

REGULAR AGENDA

7. Amendments to the fiscal year (FY) 2013-14 Budget
(Luis Mendez, Deputy Director)
 - a. Staff report
 - b. Proposed amendments to FY 2013-14 RTC budget
8. Fiscal year (FY) 2013-14 Work Program
(Luis Mendez, Deputy Director)
(staff report and attachments distributed separately)

9. Adjournment

The next Budget and Administration/Personnel Committee meeting is scheduled for Thursday, August 8, 2013 at 3:00 p.m. in the RTC conference room, 1523 Pacific Ave, Santa Cruz, CA

Distribution:

Members/Alternates:

Commissioner John Leopold
Commission Alternate David Reid
Commissioner Greg Caput
Commission Alternate Tony Gregorio
Commissioner Zach Friend
Commission Alternate Patrick Mulhearn
Commissioner Neal Coonerty
Commission Alternate Andy Schiffrin
Commissioner Bruce McPherson
Commission Alternate Virginia Johnson
Commissioner Eduardo Montesino
Commission Alternate Daniel Dodge

Others

Rahn Garcia, County Counsel
Les White, SCMTD
Maura Twomey, AMBAG
Piet Canin, Ecology Action
Lois Connell, Volunteer Center
Sam Storey, Community Bridges
Katie LeBaron, Santa Cruz County Health
Services Agency

RTC Staff

George Dondero
Luis Mendez
Daniel Nikuna
Yesenia Parra

HOW TO REACH US

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- Aptos Branch Library
- Central Branch Library
- Watsonville Library
- Branciforte Library
- Scotts Valley Library

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HOW TO REQUEST

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

MINUTES

**Thursday, April 11, 2013
3:30 pm**

Santa Cruz County CAO's Conference Room
701 Ocean St., Santa Cruz

The meeting was called to order by Chair Schiffrin at 3:05 pm

Members Present

Commissioner John Leopold Commissioner Alternate Patrick
Mulhearn
Commissioner Greg Caput Commissioner Alternate Andy Schiffrin
Commissioner Eduardo Montesino Commissioner Alternate Virginia Johnson

RTC Staff

George Dondero
Luis Mendez
Yesenia Parra

1. Introductions-Self introductions were made.
2. Additions or changes to consent and regular agenda-None
3. Oral communications

Bruce Holloway, resident of the San Lorenzo Valley, communicated that he discovered some ways to save money on CalPERS payments. CalPERS offers a 3.5% discount if an up-front annual payment is made for retirement benefits instead of making monthly payments throughout the year. This would be a savings of about \$6,000 for the RTC. CalPERS retirement payments include payment for a side fund, which is financed by CalPERS at an interest rate of 7.5 %. The RTC has a side fund of \$277,000 with a remaining term of 18 years. The RTC could finance the side fund differently with a lower interest rate and shorter terms to save money in the long run.

**CONSENT AGENDA
(Montesino, Leopold) unanimous**

4. Approved minutes of the February 14, 2013 meeting

REGULAR AGENDA

5. Election of 2013 B&A/P Committee chair and vice-chair – oral report

Yesenia Parra, Administrative Services Officer reported that the RTC, at its March 21, 2013 meeting appointed members to the B&A/P Committee and per RTC bylaws a chair and vice-chair need to be elected.

Commissioner Leopold moved and Commissioner Montesino seconded to elect Commission Alternate Schiffrin as Chair. Commissioner Schiffrin accepted the nomination. The motion passed unanimously.

Commission Alternate Johnson moved and Commissioner Montesino seconded to elect Commissioner Leopold as vice-chair. Commissioner Leopold accepted the nomination. The motion passed unanimously.

6. Amendments to the FY2012-13 Budget & Work Program

Deputy Director Luis Mendez reported that the budget and work program amendments are primarily to ensure expenditures for FY2012-13 are correctly allocated in the appropriate budget year. Proposed amendments do not increase or decrease the overall expenditures and revenues for FY 2012-13.

Commissioner Leopold moved and Commissioner Montesino seconded to accept the staff recommendation to approve the amended FY2012-13 Budget and Work Program. The motion passed unanimously

7. Fiscal Year (FY) 2013-14 Revised Proposed Budget

Deputy Director Luis Mendez reported that staff received information regarding a significant reduction in Federal Highway Administration (FHWA) Planning (PL) funds from AMBAG after the Budget and Administration/Personnel Committee had recommended that the RTC approve the proposed FY2013-14 budget. Mr. Mendez noted that traditionally, the RTC received \$240,000 to \$260, 00 FHWA PL funds from AMBAG based on a formula mutually established in a memorandum of understanding (MOU) between AMBAG and the RTPAs. However, AMBAG plans to allocate to the only \$100,000 in FHWA PL funds for FY2013-14, a significant reduction from previous years. Maura Twomey, AMBAG Executive Director, said that AMBAG had been notified by FHWA that distributing PL funds using a formula was not permitted. Mr. Mendez noted that the RTPAs have subsequently established cooperative agreements (CCA) with AMBAG. This cooperative agreement does not guarantee a set amount of

PL funds in the future. He also noted that AMBAG has also requested that the RTC contribute \$57,500 towards the environmental review document for the metropolitan transportation plan. Mr. Mendez said that the proposed revised budget does not include a funding recommendation for the \$57,500 contribution.

Responding to Commissioner questions, Ms. Twomey said that AMBAG's PL funds were being reduced significantly and that PL funds could only be used for programs or projects that meet federal planning priorities. She noted that qualifying criteria had become more stringent. Ms. Twomey also noted that AMBAG reviewed its budget and does not have sufficient funds to cover the EIR and must require the RTPA's to contribute proportionately. Responding to a question, Executive Director George Dondero said that the RTC must complete an EIR to continue to receive state and federal funding for projects identified in the EIR.

Les White, Executive Director of the Santa Cruz Metropolitan Transit District (METRO) said that the budget for METRO had been prepared with the assumption that the TDA allocations were going to be in the amounts specified in the previously proposed FY2013-14 budget. He said that any cuts to TDA allocations would significantly affect transit service.

Commissioners discussed the effect that the last minute FHWA PL funding reduction has on the RTC budget. They discussed the need to have AMBAG continue to fund the EIR, the need to work collaboratively with all jurisdictions and the need to review the RTC workload to determine if any projects should be shifted over to AMBAG.

Peter Scott, Campaign for Sensible Transportation, said that given the SB375 mandates Santa Cruz METRO should be funded at the highest level possible to avoid service disruptions.

Bruce Holloway, resident, said that if the agencies paid their CalPERS retirement bill in full in July, they would receive a discount which could then be used for other needs.

Daniel Dodge, METRO Board Chair, asked the committee to postpone their decision on this budget item to allow jurisdictions to discuss other alternatives.

Commissioner Alternate Mulhearn moved and Commissioner Alternate Johnson seconded to approve staff recommendation to cut the Sacramento Assistant budget line (\$36,000) and use \$60,000 in anticipated FY12-13 Transportation Development Act (TDA) surplus revenues. And to have the RTC Executive Director meet with the METRO Executive Director to find other alternatives to the TDA apportionment reductions.

Commissioner Alternate Schiffrin asked the maker of the motion to modify the motion to: cut the Sacramento Assistant budget line (\$36,000), use as much

of the anticipated FY2012-13 Transportation Development Act (TDA) surplus revenues to meet the FHWA PL funding reduction, keep the TDA apportionment amounts as previously proposed to the B&A/P committee at its February meeting, and, that the METRO General Manager and the RTC Executive Director meet with the AMBAG Executive Director before the fall budget amendment to discuss options for addressing the FHWA PL funding reduction.

The maker and second of the original motion accepted Commissioner Alternate Schiffrin's friendly amendment. The motion passed unanimously.

8. Adjournment

The next Budget and Administration/Personnel Committee meeting is scheduled for Thursday, June 13, 2013 at 3:00 p.m. in the RTC conference room, 1523 Pacific Ave, Santa Cruz, CA

Respectfully submitted,

Yesenia Parra, Administrative Services Officer

ATTENDEES

Les White	SCMTD
Virginia Johnson	Supervisor McPherson's office
Peter Scott	Campaign for Sensible Transportation
Bruce Holloway	Santa Cruz Resident
Daniel Dodge	SCMTD Chair
Rita Goel	TAMC

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 FY12-13 third quarter Warrants and Credit Card Reports.

BACKGROUND

The Regional Transportation Commission 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 warrant reports (Attachments 1) cover the periods from January 1, 2013 to March 31, 2013 (3rd quarter of FY12-13). The current report reflects an increase of \$111,538 (5%) in total warrants to \$2,518,373 from \$2,406,835 in the previous quarter. The Auxiliary Lane construction account covers the bulk of the total amount paid in this quarter; and RGW Construction, Inc alone was paid \$1,689,624 or 67% of the total. The other major vendors on the report are: Parsons Brinckerhoff (\$198,854); City of Santa Cruz (\$125,534 for TDA claims); CalPERS Retirement (\$108,913); and RRM Design Group.

The credit card purchases, which are presented in Attachments 2, had decreased to \$8,010 from \$10,876. In addition, the previous quarter saw several special expenses; which did not repeat the list in this quarter. Under the Purchase Incentive Program by US Bank, the RTC is reimbursed a certain amount each quarter based on credit card purchases; the RTC received \$117.81 under the program for the third quarter purchases.

There are no unusual transactions in the credit card reports or the warrant report. Staff recommends that the budget and Administration/Personnel Committee review and accept the quarterly warrant and credit card reports.

SUMMARY

The quarterly reports for the period from January 1, 2013 to March 31, 2013 have been completed. Staff recommends acceptance of these reports.

Attachments:

1. Quarterly warrant report Attachment 1
2. Quarterly credit card report Attachments 2

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ATTACHMENT 1

SCCRTC
 QUARTERLY WARRANTS REPORT
 FY13 (3RD QUARTER)
 (JANUARY 1, 2013 - MARCH 31,2013)

	DATE POSTED	CHECK NUMBER	CHECK AMOUNT	VENDOR NUMBER	VENDOR NAME	TRANSACTION DESCRIPTION
1	1/4/2013	00263922	319.78	127450	CDSNET, LLC	FY13 2141 *SC1112* SERVICES NOV 2012
2	1/4/2013	00263879	4,242.02	125902	SEBASTIAN E GUTIERREZ DBA CASE SYSTEMS	FY13 2141 *20121135* CALL BOX MAINT. NOV 2012
3	1/4/2013	00263949	620,924.69	128230	RGW CONSTRUCTION, INC.	FY13 2063 *ESTIMATE 10* SR1 AUX LANES 10/21-11/20
4	1/4/2013	00263846	918.80	124475	AT&T MOBILITY	FY13 2060 *996710462X12062012*10/29/12-11/28/12
5	1/7/2013	00264029	26,229.67	120096	CALPERS RETIREMENT SYSTEM	FY13 1135 *3109524485 DECEMBER 2012*
6	1/14/2013	00264958	103.85	124475	AT&T MOBILITY	FY13 1150 *287020725943X01062013*11/29-12/28/12
7	1/14/2013	00264912	1,444.00	113899	SPECIAL DISTRICT RISK MGMT AUTHORITY	FY13 1145 *42013* WORKERS COMP 3RD QTR 1-3/2013
8	1/14/2013	00264903	540.00	110743	USER-FRIENDLY COMPUTING	FY13 2065 *700689* MAINT CONTRACT HOURS USED
9	1/14/2013	00264913	1,810.37	113899	SPECIAL DISTRICT RISK MGMT AUTHORITY	FY13 1152 *12116* JANUARY 2013 ANCILLARY BENEFITS
10	1/14/2013	00264900	9,053.74	110430	LADD'S AUTO BODY	FY13 2064*DECEMBER SERVICES FSP HWY 1-SANTA CRUZ2*
11	1/14/2013	00264900	10,192.74	110430	LADD'S AUTO BODY	FY13 2064 *DECEMBER SERVICES FSP HWY 17 BEAT 1*
12	1/15/2013	00265127	6.89	127741	AT&T	FY13 1146 *000003943848* 8314272040728 11/13/2012-
13	1/15/2013	00265113	36.85	117448	VERIZON WIRELESS	FY13 1151 1138030512 8312521553 11/17/2012-12/16
14	1/15/2013	00265113	36.85	117448	VERIZON WIRELESS	FY13 1151 1138030512 8312521554 11/17/2012-12/16
15	1/15/2013	00265113	36.85	117448	VERIZON WIRELESS	FY13 1151 1138030512 8312522817 11/17/2012-12/16
16	1/15/2013	00265113	38.01	117448	VERIZON WIRELESS	FY13 1151 1138030512 8313456441 11/17/2012-12/16
17	1/15/2013	00265093	56.46	102314	PG & E CUSTOMER BILLING	FY13 1147 5824685375-6 11/17/2012- 12/18/2012
18	1/15/2013	00265093	101.34	102314	PG & E CUSTOMER BILLING	FY13 1148 5605123657-0 11/27/2012- 12/26/2012
19	1/15/2013	00265093	114.34	102314	PG & E CUSTOMER BILLING	FY13 1148 2730123841-9 11/27/2012- 12/26/2012
20	1/15/2013	00265093	167.12	102314	PG & E CUSTOMER BILLING	FY13 1148 9709471543-6 11/27/2012- 12/26/2012
21	1/15/2013	00265093	222.37	102314	PG & E CUSTOMER BILLING	FY13 1148 2896790497-1 11/27/2012- 12/26/2012
22	1/15/2013	00265126	226.24	126366	KONICA MINOLTA BUSINESS SOLUTIONS	FY13 2068 *221130183* COPIER MAINT. MAY 2012
23	1/15/2013	00265126	250.83	126366	KONICA MINOLTA BUSINESS SOLUTIONS	FY13 2068 *223132521* COPIER MAINT. DEC 2012
24	1/15/2013	00265112	320.00	112335	CITY OF SANTA CRUZ	FY13 1153 FY12/13 TDA ARTICLE 8- VC FY2011 UNDERPA
25	1/15/2013	00265047	367.59	124240	SANTA CRUZ CO REGIONAL TRANSPORTATION	FY13 PC02 *PETTY CASH JANUARY 10 2013*
26	1/15/2013	00265124	750.00	122570	ADOLFO GARCIA DBA COMMUNITY TREE SERVICE	FY13 1146 *11303* REMOVAL OF FALLEN TREE FROM TRAI
27	1/15/2013	00265112	1,096.00	112335	CITY OF SANTA CRUZ	FY13 1153 FY12/13 TDA ARTICLE 8- VOLUNTEER CENTER
28	1/15/2013	00265130	3,840.00	128582	MICHAEL'S TRANSPORTATION SERVICE	FY13 2067 *73539*TRANSP.HOME TO SCHOOL 11/16-11/30
29	1/15/2013	00265123	7,276.81	121437	NOLTE ASSOCIATES INC	FY13 2068 *12110326* AUX LNS CONST.10/1-10/27/2012
30	1/15/2013	00265112	9,207.00	112335	CITY OF SANTA CRUZ	FY13 1152 TDA ARTICLE 8 FY 12/13 CTSA-CB 4/12 BUDG
31	1/15/2013	00265123	10,710.72	121437	NOLTE ASSOCIATES INC	FY13 2069 *12110325* HOV SERVICES 10/1-10/27/12
32	1/15/2013	00265109	11,735.33	104465	CALIFORNIA HIGHWAY PATROL	FY13 2066 *M0052721* UNIFORM ACTUAL SALARY

	DATE POSTED	CHECK NUMBER	CHECK AMOUNT	VENDOR NUMBER	VENDOR NAME	TRANSACTION DESCRIPTION
33	1/15/2013	00265112	115,231.00	112335	CITY OF SANTA CRUZ	FY13 1152 TDA ARTICLE 8 FY 12/13 CTSA-CB 3RD QTR
34	1/17/2013	00265605	19.35	127967	COMCAST	FY13 1158 8155100340002108 CABLE SERVICES 12/10/
35	1/17/2013	00265598	30.96	127741	AT&T	FY13 1157 *000003975000* 8317688012374 11/27/2012-
36	1/17/2013	00265518	190.58	123516	AFLAC-FLEX ONE	FY13 1156 *723111* UF995- INS JANUARY 2013
37	1/17/2013	00265598	239.56	127741	AT&T	FY13 1154 *000003932261* 8314603200962 11/13/2012-
38	1/17/2013	00265598	401.87	127741	AT&T	FY13 1154 *000003941680* 8314711300737 11/13/2012-
39	1/17/2013	00265465	29,839.94	108371	RRM DESIGN GROUP	FY13 2069 *1308538-0912* OCTOBER SERVICES MBSST
40	1/17/2013	00265465	31,236.33	108371	RRM DESIGN GROUP	FY13 2069 *1308538-1012* NOVEMBER SERVICES MBSST
41	1/17/2013	00265465	33,069.73	108371	RRM DESIGN GROUP	FY13 2069 *1308538-1112* NOVEMBER SERVICES MBSST
42	1/22/2013	00265852	931.37	124475	AT&T MOBILITY	FY13 2070 *9967 10462X01062013* 11/29/2012- 12/28/
43	1/28/2013	00266608	92.23	126187	SENTINEL PRINTERS	FY13 1155 *294100B* PUBLIC WORKSHOPS FOR MBSST
44	1/28/2013	00266605	96.27	125932	SANTA CRUZ MUNICIPAL UTILITIES	FY13 1155 *210-10520-000* GARBAGE RENTALS FOR RAIL
45	1/28/2013	00266608	179.03	126187	SENTINEL PRINTERS	FY13 1155 *294101B* PUBLIC WORKSHOPS FOR MBSST
46	1/28/2013	00266514	56.85	102314	PG & E CUSTOMER BILLING	FY13 1159 *5824685375-6 12/19/2012-01/17/2013*
47	1/28/2013	00266520	100.00	103374	MONTEREY BAY UNIFIED AIR POLLUTION	FY13 2071*020 SCCRTC RENT WATS-BACK RENT DUE 1/13*
48	1/28/2013	00266520	500.00	103374	MONTEREY BAY UNIFIED AIR POLLUTION	FY13 2071*021*SCCRTC RENT WATS-FEBRUARY 2013
49	1/28/2013	00266615	869.11	127177	LINCOLN NATIONAL LIFE INSURANCE COMPANY	FY13 1160 *SCRTC-BL-1010745 FEBRUARY 2013*
50	1/28/2013	00266547	6,713.60	116953	LOUIS E. RITTENHOUSE	FY13 2071 *192* RENT FEBRUARY 2013
51	1/29/2013	00266645	4.95	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC06 4246044555661663 11/23/2012- SUPPLIES
52	1/29/2013	00266645	15.99	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC06 4246044555661663 11/23/2012- STAMPS.COM
53	1/29/2013	00266645	18.50	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC06 4246044555661663 11/23/2012- RTC MEETING
54	1/29/2013	00266645	21.63	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC06 4246044555661663 11/23/2012- SUPPLIES FO
55	1/29/2013	00266645	51.03	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC06 4246044555661663 11/23/2012- FUEL
56	1/29/2013	00266645	178.97	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC06 4246044555661663 11/23/2012- CAR RENTAL
57	1/29/2013	00266645	180.37	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC06 4246044555661663 11/23/2012- BOLTAGE P
58	1/29/2013	00266645	242.00	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC06 4246044555661663 11/23/2012- SUPPLIES FO
59	1/29/2013	00266645	300.00	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC06 4246044555661663 11/23/2012- MEETING REG
60	1/29/2013	00266645	508.55	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC06 4246044555661663 11/23/2012- TRAVEL
61	1/29/2013	00266645	643.15	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC06 4246044555661663 11/23/2012- LODGING
62	1/29/2013	00266645	796.97	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC06 4246044555661663 11/23/2012- IPAD FOR DE
63	1/29/2013	00266645	864.62	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC06 4246044555661663 11/23/2012- MEMBERSHIP
64	1/29/2013	00266645	1,618.35	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC06 4246044555661663 11/23/2012- SUPPLIES FO
65	1/29/2013	00266659	112,824.76	128130	PB AMERICAS INC. DBA PARSONS BRINKERHOFF	FY13 2072 *14-503216* AUX LNS CONST.MGMT 20/27-11/
66	1/31/2013	00267035	324.00	124855	SANTA CRUZ SENTINEL	FY13 1162 4706583 RIGHT ON TRACK RAIL EVENT 12/05/
67	1/31/2013	00266944	350.00	104107	REGISTER-PAJARONIAN	FY13 1162 252043 RIGHT ON TRACK RAIL EVENT 12/06/2
68	2/4/2013	00267371	1,500.00	110743	USER-FRIENDLY COMPUTING	FY13 2077 20130111 MAINT.SERVICES JANUARY 2013
69	2/4/2013	00267500	14.48	127967	COMCAST	FY13 1167 8155100340002108 CABLE SERVICE 01/10/13-
70	2/4/2013	00267361	42.20	106571	BARITEAUS DRY CLEANING INC	FY13 2073 11810 LINEN SERVICE 12/05/2012
71	2/4/2013	00267361	42.20	106571	BARITEAUS DRY CLEANING INC	FY13 2073 11820 LINEN SERVICE 12/19/2012
72	2/4/2013	00267455	65.06	126366	KONICA MINOLTA BUSINESS SOLUTIONS	FY13 2080 *223433590* COPIER MAINT. JANUARY 2013

DATE POSTED	CHECK NUMBER	CHECK AMOUNT	VENDOR NUMBER	VENDOR NAME	TRANSACTION DESCRIPTION	
73	2/4/2013	00267445	200.00	125871	COMMUNITY TV OF SC COUNTY	FY13 2073 1825 MEETING COVERAGE ON 12/06/2012
74	2/4/2013	00267464	233.06	127450	CDSNET, LLC	FY13 2078 *SC1212* SERVICES DECEMBER 2012
75	2/4/2013	00267397	344.54	118861	CLEAN BUILDING MAINTENANCE	FY13 2073 10718 JANITORAL SERVICE DECEMBER 2012
76	2/4/2013	00267413	3,493.83	121437	NOLTE ASSOCIATES INC	FY13 2082 *12120305* AUX LNS CONST.10/28-11/30/12
77	2/4/2013	00267446	4,242.02	125902	SEBASTIAN E GUTIERREZ DBA CASE SYSTEMS	FY13 2078 *20121180* CALL BOX MAINT. DECEMBER 2012
78	2/4/2013	00267495	6.89	127741	AT&T	FY13 1163 000004028337 8314272040728 12/13/12-01/1
79	2/4/2013	00267443	27.25	125845	CRYSTAL SPRINGS WATER CO	FY13 1166 054026 DECEMBER WATER SERVICE
80	2/4/2013	00267440	29.87	125345	FEDERAL EXPRESS CORP	FY13 1166 2-120-67350 RAIL CHARGES
81	2/4/2013	00267440	38.38	125345	FEDERAL EXPRESS CORP	FY13 1166 2-120-67350 HWY 1 AUX LANES
82	2/4/2013	00267407	147.41	120404	COSTCO WHOLESALE	FY13 1166 PRF421 SUPPLIES FOR RTC COMMITTEE MEETIN
83	2/4/2013	00267494	239.08	127741	AT&T	FY13 1165 000004016750 8314603200962 12/13/2012- 0
84	2/4/2013	00267442	268.92	125807	ROBERT DAVIES DBA ALPHAGRAPHICS	FY13 1166 30610 RTC PACKET 12/06/2012
85	2/4/2013	00267494	386.21	127741	AT&T	FY13 1165 000004026169 8314711300737 12/13/2012- 0
86	2/4/2013	00267382	2,125.19	113899	SPECIAL DISTRICT RISK MGMT AUTHORITY	FY13 1164 *12406* FEBRUARY 2013 ANCILLARY BENEFITS
87	2/4/2013	00267511	3,360.00	128582	MICHAEL'S TRANSPORTATION SERVICE	FY13 2075 *73931* TRANSPORTATION HOME TO SCHOOL 12
88	2/4/2013	00267506	3,500.00	128397	CAPITAL EDGE ADVOCACY INC	SERVICES FOR JANUARY 2013
89	2/4/2013	00267511	6,720.00	128582	MICHAEL'S TRANSPORTATION SERVICE	FY13 2075 *73734* TRANSPORTATION HOME TO SCHOOL 12
90	2/4/2013	00267405	27,802.87	120096	CALPERS RETIREMENT SYSTEM	FY 13 1161 3109524485 FEBRUARY 2013
91	2/4/2013	00267503	302,792.27	128230	RGW CONSTRUCTION, INC.	MATE 11 SR1 AUX LANES 11/21-12/20/12
92	2/4/2013	00267502	1,950.00	128130	PB AMERICAS INC. DBA PARSONS BRINKERHOFF	FY13 1168 *1-504108* AUX LNS CONST. MGMT 11/1-11/3
93	2/4/2013	00267412	18,039.51	121437	NOLTE ASSOCIATES INC	FY13 2083 *12120304* HOV SERVICES 10/28- 11/30/12
94	2/11/2013	00268277	978.34	670008	TEGAN SPEISER	FY13 1169 *556042346-8428* URM TEGAN S
95	2/14/2013	00268925	10.38	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC07 4246044555661663 12/24/2012 BOLTAGE SUPP
96	2/14/2013	00268925	15.99	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC07 4246044555661663 12/24/2012 STAMPS.COM
97	2/14/2013	00268925	22.17	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC07 4246044555661663 12/24/2012 TRAVEL INS
98	2/14/2013	00268925	30.00	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC07 4246044555661663 12/24/2012 REG.CDAC MEE
99	2/14/2013	00268925	48.15	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC07 4246044555661663 12/24/2012 LUNCHEON MEE
100	2/14/2013	00268925	49.25	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC07 4246044555661663 12/24/2012 FUEL
101	2/14/2013	00268925	60.00	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC07 4246044555661663 12/24/2012 MEETINGS
102	2/14/2013	00268925	80.90	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC07 4246044555661663 12/24/2012 CRUIZO INTER
103	2/14/2013	00268925	101.88	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC07 4246044555661663 12/24/2012 REFRESHMENTS
104	2/14/2013	00268925	199.92	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC07 4246044555661663 12/24/2012 MBSST SUPPLI
105	2/14/2013	00268925	230.00	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC07 4246044555661663 12/24/2012 SUBSCRIPTION
106	2/14/2013	00268925	239.96	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC07 4246044555661663 12/24/2012 NEWSPAPER RE
107	2/14/2013	00268925	442.57	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC07 4246044555661663 12/24/2012 OFFICE SUPPL
108	2/14/2013	00268925	558.00	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC07 4246044555661663 12/24/2012 TRB MEETING
109	2/14/2013	00268925	614.40	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC07 4246044555661663 12/24/2012 TRAVEL FOR F
110	2/21/2013	00269363	40.00	110743	USER-FRIENDLY COMPUTING	FY13 2083 20130215 RTC SERVER BACK UP
111	2/21/2013	00269363	41.33	110743	USER-FRIENDLY COMPUTING	FY13 2083 916515 RAM FOR LAPTOP
112	2/21/2013	00269363	183.60	110743	USER-FRIENDLY COMPUTING	FY13 2083 700750 FIELD SERVICE

DATE POSTED	CHECK NUMBER	CHECK AMOUNT	VENDOR NUMBER	VENDOR NAME	TRANSACTION DESCRIPTION	
113	2/21/2013	00269363	615.60	110743	USER-FRIENDLY COMPUTING	FY13 2083 700749 SUPPORT FOR LAPTOPS AND INTERNET
114	2/21/2013	00269363	1,500.00	110743	USER-FRIENDLY COMPUTING	FY13 2083 20130207 MAINT. SERVICES FEBRUARY 2013
115	2/25/2013	00269851	3.23	126684	STAPLES CONTRACT & COMMERCIAL INC DBA	FY13 2089 *3190657880* OFFICE SUPPLIES
116	2/25/2013	00269851	5.57	126684	STAPLES CONTRACT & COMMERCIAL INC DBA	FY13 2089 *3190657881* OFFICE SUPPLIES
117	2/25/2013	00269851	8.33	126684	STAPLES CONTRACT & COMMERCIAL INC DBA	FY13 2089 *3191108654* OFFICE SUPPLIES
118	2/25/2013	00269763	36.76	117448	VERIZON WIRELESS	FY13 1172 *1156000401* 8312521553 12/17/12-1/16/13
119	2/25/2013	00269763	36.76	117448	VERIZON WIRELESS	FY13 1172 1156000401 8312521554 12/17/12-1/16/13
120	2/25/2013	00269763	36.76	117448	VERIZON WIRELESS	FY13 1172 1156000401 8312522817 12/17/12-1/16/13
121	2/25/2013	00269763	38.01	117448	VERIZON WIRELESS	FY13 1172 1156000401 8313456441 12/17/12-1/16/13
122	2/25/2013	00269732	42.20	106571	BARITEAUS DRY CLEANING INC	FY13 2088 *11830* LINEN SVC 1/02/2013
123	2/25/2013	00269732	42.20	106571	BARITEAUS DRY CLEANING INC	FY13 2088 *11840* LINEN SVC 1/16/2013
124	2/25/2013	00269732	42.20	106571	BARITEAUS DRY CLEANING INC	FY13 2088 *11850* LINEN SVC 1/30/2013
125	2/25/2013	00269828	79.75	125845	CRYSTAL SPRINGS WATER CO	FY13 1178 054026 JANUARY WATER SVCS
126	2/25/2013	00269812	91.44	124475	AT&T MOBILITY	FY13 1173 *287020725934X02062013* 12/29/12-1/28/13
127	2/25/2013	00269714	102.04	104465	CALIFORNIA HIGHWAY PATROL	FY13 2079 *M0053038* PERSONNEL COSTS
128	2/25/2013	00269827	168.55	125807	ROBERT DAVIES DBA ALPHAGRAPHICS	FY13 1178 *30733* RTC PACKET 02/07/2013
129	2/25/2013	00269830	200.00	125871	COMMUNITY TV OF SC COUNTY	FY13 2088 *1838* MEETING COVERAGE ON 1/24/2013
130	2/25/2013	00269851	324.26	126684	STAPLES CONTRACT & COMMERCIAL INC DBA	FY13 2089 *3190657879* OFFICE SUPPLIES
131	2/25/2013	00269844	330.93	126187	SENTINEL PRINTERS	FY13 1178 *294165* RIBBON CUTTING FLYER(REPRINT)
132	2/25/2013	00269769	407.34	118861	CLEAN BUILDING MAINTENANCE	FY13 2088 *10837* JANITORIAL SERVICE JAN 2013
133	2/25/2013	00269778	640.13	120404	COSTCO WHOLESALE	FY13 1178*PRF 422*MONITORS AND OFFICE SUPPLIES
134	2/25/2013	00269741	9,457.14	110430	LADD'S AUTO BODY	FY13 2086 JAN.SERVICES FSP HWY 1 SANTA CRUZ BEAT 2
135	2/25/2013	00269741	10,187.97	110430	LADD'S AUTO BODY	FY13 2086 JANUARY SERVICES FSP HWY 17 BEAT 1
136	2/25/2013	00269586	36.17	128237	DORA ORTEGA	FY13 1170 *55615153610020* URM DORA O
137	2/25/2013	00269763	46.61	117448	VERIZON WIRELESS	FY13 1172 1156000401 8314211516 12/17/12-1/16/13
138	2/25/2013	00269884	80.00	128780	MINA M. MARMOL	FY13 1179*TRANSLATION FOR MBSST WORKSHOP 11.29.12*
139	2/25/2013	00269852	101.50	127059	SANTA CRUZ RECORDS MANAGEMENT, INC.	FY13 1177 *16123* DOCUMENT STORAGE OCT 2012
140	2/25/2013	00269852	101.50	127059	SANTA CRUZ RECORDS MANAGEMENT, INC.	FY13 1177 *16870* DOCUMENT STORAGE DEC 2012
141	2/25/2013	00269852	106.00	127059	SANTA CRUZ RECORDS MANAGEMENT, INC.	FY13 1177 *17596*MTHLY ACTIVITY 1/13-ARCHIVE 2/13
142	2/25/2013	00269695	108.18	102314	PG & E CUSTOMER BILLING	FY13 1174 *5605123657-0 12/27/12-01/25/13*
143	2/25/2013	00269855	146.34	127450	CDSNET, LLC	FY13 2084 *SC0113* SERVICES JANUARY 2013
144	2/25/2013	00269852	151.50	127059	SANTA CRUZ RECORDS MANAGEMENT, INC.	FY13 1177 *17214*MTHLY ACTIVITY 12/12-ARCHIVE 1/13
145	2/25/2013	00269608	185.00	670023	AMELIA NARANJO	FY13 1180 *10415* URM AMY N
146	2/25/2013	00269796	190.58	123516	AFLAC-FLEX ONE	FY13 1176 *197143* UF995-INS FEBRUARY 2013
147	2/25/2013	00269695	214.79	102314	PG & E CUSTOMER BILLING	FY13 1174 *9709471543-6 12/27/12-01/25/13*
148	2/25/2013	00269695	216.40	102314	PG & E CUSTOMER BILLING	FY13 1174 *2896790497-1 12/27/12-01/25/13*
149	2/25/2013	00269695	218.93	102314	PG & E CUSTOMER BILLING	FY13 1174 *2730123841-9 12/27/12-01/25/13*
150	2/25/2013	00269606	310.77	670008	TEGAN SPEISER	FY13 1180 *10194* URM TEGAN S
151	2/25/2013	00269708	500.00	103374	MONTEREY BAY UNIFIED AIR POLLUTION	FY13 2090 *022* SCCRTC RENT WATS-MARCH 2013
152	2/25/2013	00269813	864.57	124475	AT&T MOBILITY	FY13 2087 *996710462X02062013* 12/29/12-1/28/13

DATE POSTED	CHECK NUMBER	CHECK AMOUNT	VENDOR NUMBER	VENDOR NAME	TRANSACTION DESCRIPTION	
153	2/25/2013	00269854	1,900.00	127177	LINCOLN NATIONAL LIFE INSURANCE COMPANY	FY13 1175 *SCRTC ANNUAL EAP FEES 10/1/12-9/30/13*
154	2/25/2013	00269867	3,500.00	128397	CAPITAL EDGE ADVOCACY INC	FY13 2085 *13-4* SERVICES FOR JANUARY 2013
155	2/25/2013	00269831	4,242.02	125902	SEBASTIAN E GUTIERREZ DBA CASE SYSTEMS	FY13 2084 *20130019* CALL BOX MAINT.DEC 2012
156	2/25/2013	00269760	6,713.60	116953	LOUIS E. RITTENHOUSE	FY13 2090 *193* RENT MARCH 2013
157	2/25/2013	00269671	50.00	100926	RONALD GRAVES - DIRECTOR	FY13 1171 *TC 12/06/2012* PER RES 16-81
158	2/25/2013	00269578	50.00	116593	ELLEN PIRIE	FY13 1171 *TC 12/06/2012* PER RES 16-81
159	2/25/2013	00269772	50.00	119076	RANDY JOHNSON	FY13 1171 *TC 12/06/2012* PER RES 16-81
160	2/25/2013	00269793	50.00	123241	KIRBY A NICOL	FY13 1171 *TC 12/06/2012* PER RES 16-81
161	2/25/2013	00269842	50.00	126179	DONALD S. LANE	FY13 1171 *TC 12/06/2012* PER RES 16-81
162	2/25/2013	00269843	50.00	126180	LYNN M. ROBINSON	FY13 1171 *TC 12/06/2012* PER RES 16-81
163	2/25/2013	00269859	50.00	127620	GREG JOHN CAPUT	FY13 1171 *TC 12/06/2012* PER RES 16-81
164	2/25/2013	00269860	50.00	127621	EDUARDO MONTESINO	FY13 1171 *TC 12/06/2012* PER RES 16-81
165	2/25/2013	00269607	32.25	670015	GEORGE A. DONDERO II	JAN 2013- TRB MTG IN WASH DC RTC MTG IN WATS CAL
166	2/25/2013	00269607	91.30	670015	GEORGE A. DONDERO II	JAN 2013- TRB MTG IN WASH DC RTC MTG IN WATS CAL
167	2/25/2013	00269607	129.25	670015	GEORGE A. DONDERO II	JAN 2013- TRB MTG IN WASH DC RTC MTG IN WATS CAL
168	2/25/2013	00269605	57.00	670004	RACHEL MORICONI	CTC/STATEWIDE TRANSPORTATION FUNDING MEETINGS
169	2/25/2013	00269607	101.00	670015	GEORGE A. DONDERO II	JAN 12-18 2013- TRB TRIP TO WASHINGTON DC -PART 2
170	2/25/2013	00269605	132.68	670004	RACHEL MORICONI	CTC/STATEWIDE TRANSPORTATION FUNDING MEETINGS
171	2/25/2013	00269605	171.00	670004	RACHEL MORICONI	CTC/STATEWIDE TRANSPORTATION FUNDING MEETINGS
172	2/25/2013	00269605	219.19	670004	RACHEL MORICONI	CTC/STATEWIDE TRANSPORTATION FUNDING MEETINGS
173	2/25/2013	00269607	325.00	670015	GEORGE A. DONDERO II	JAN 12-18 2013- TRB TRIP TO WASHINGTON DC PART 1
174	2/26/2013	00269941	832.19	127177	LINCOLN NATIONAL LIFE INSURANCE COMPANY	FY13 1182 SCRTC-BL-1010745 MARCH 2013
175	2/28/2013	00270332	14.48	127967	COMCAST	FY 13 1187 8155100340002108 CABLE SERVICE 02/10/13
176	2/28/2013	00270282	50.00	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC08 4246044555661663 01/22/2013- BASE CAMP M
177	2/28/2013	00270187	50.00	100926	RONALD GRAVES - DIRECTOR	FY13 1189 TC 01/24/2013 PER RES 16-81
178	2/28/2013	00270237	50.00	114917	DENNIS RICHARD NORTON	FY13 1189 TC 01/24/2013 PER RES 16-81
179	2/28/2013	00270249	50.00	119076	RANDY JOHNSON	FY13 1189 TC 01/24/2013 PER RES 16-81
180	2/28/2013	00270265	50.00	122795	DENE BUSTICHI	FY13 1189 TC 01/24/2013 PER RES 16-81
181	2/28/2013	00270278	50.00	124473	NEAL COONERTY	FY13 1189 TC 01/24/2013 PER RES 16-81
182	2/28/2013	00270307	50.00	126179	DONALD S. LANE	FY13 1189 TC 01/24/2013 PER RES 16-81
183	2/28/2013	00270308	50.00	126180	LYNN M. ROBINSON	FY13 1189 TC 01/24/2013 PER RES 16-81
184	2/28/2013	00270309	50.00	126197	JOHN LANDIS LEOPOLD	FY13 1189 TC 01/24/2013 PER RES 16-81
185	2/28/2013	00270321	50.00	127620	GREG JOHN CAPUT	FY13 1189 TC 01/24/2013 PER RES 16-81
186	2/28/2013	00270322	50.00	127621	EDUARDO MONTESINO	FY13 1189 TC 01/24/2013 PER RES 16-81
187	2/28/2013	00269955	50.00	128650	ZACH FRIEND	FY13 1189 TC 01/24/2013 PER RES 16-81
188	2/28/2013	00269956	50.00	128666	BRUCE MCPHERSON	FY 13 1189 TC 01/24/2013 PER RES 16-81
189	2/28/2013	00270204	57.17	102314	PG & E CUSTOMER BILLING	FY13 1186 5824685375-6 01/18/2013- 02/19/2013
190	2/28/2013	00270282	100.00	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC08 4246044555661663 01/22/2013- FSA ADMIN F
191	2/28/2013	00270327	239.08	127741	AT&T	FY13 1188 000004099234 8314603200962 01/13/13- 2/1
192	2/28/2013	00270327	367.71	127741	AT&T	FY13 1188 000004108653 8314711300737 01/13/13- 2/1

DATE POSTED	CHECK NUMBER	CHECK AMOUNT	VENDOR NUMBER	VENDOR NAME	TRANSACTION DESCRIPTION	
193	2/28/2013	00270282	499.99	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC08 4246044555661663 01/22/2013- STAMPS.COM
194	2/28/2013	00270351	939.60	128787	MEYERS, NAVE, RIBACK, SILVER & WILSON	FY13 1183 2012120781 LABOR NEGOTIATIONS
195	2/28/2013	00270343	5,280.00	128582	MICHAEL'S TRANSPORTATION SERVICE	FY13 2092 *74043* TRANSPORTATION HOME TO SCHOOL 1/
196	2/28/2013	00270257	27,016.49	120096	CALPERS RETIREMENT SYSTEM	FY 13 1181 3109524485 MARCH 2013
197	2/28/2013	00270338	403,942.94	128230	RGW CONSTRUCTION, INC.	FY13 2091 *ESTIMATE 12* SR1 AUX LANES 12/21-1/20/1
198	2/28/2013	00270282	23.50	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC08 4246044555661663 01/22/2013- FUEL FOR PI
199	2/28/2013	00270282	72.90	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC08 4246044555661663 01/22/2013- COMMISSIONE
200	2/28/2013	00270282	83.25	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC08 4246044555661663 01/22/2013- BUSINESS LU
201	2/28/2013	00270282	93.24	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC08 4246044555661663 01/22/2013- OFFICE SUPP
202	2/28/2013	00270241	141.06	117042	GENESYS CONFERENCING	FY13 1185 I-1084596 ASAN102
203	2/28/2013	00270282	207.25	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC08 4246044555661663 01/22/2013- TRAVEL EXP.
204	2/28/2013	00270282	1,294.46	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC08 4246044555661663 01/22/2013- TRB LODGING
205	3/5/2013	00270592	44.07	670023	AMELIA NARANJO	FSP Q1 TRAINING 2/20/2013
206	3/7/2013	00271344	6.89	127741	AT&T	FY13 1192*000004110821* 8314272040728 1/13-2/12/13
207	3/7/2013	00271229	27.00	110743	USER-FRIENDLY COMPUTING	FY13 2095 *917507* MAINT CONTRACT HOURS USED
208	3/7/2013	00271181	85.00	101810	ECOLOGY ACTION OF SANTA CRUZ	FY13 1191 *SUSTAINABLE TRANSPORTATION EMPLOYER M*
209	3/7/2013	00271269	190.58	123516	AFLAC-FLEX ONE	FY13 1194 *595254* UF995-INS MARCH 2013
210	3/7/2013	00271229	247.95	110743	USER-FRIENDLY COMPUTING	FY13 2095 *916533* MAINT CONTRACT HOURS USED
211	3/7/2013	00271233	1,967.78	113899	SPECIAL DISTRICT RISK MGMT AUTHORITY	FY13 1190 *12530* MARCH 2013 ANCILLARY BENEFITS
212	3/7/2013	00271362	5,200.00	128797	BICKMORE & ASSOCIATES INC DBA BICKMORE	FY13 1184*BRS-0008444* ACTUARIAL VALUATION OF POST
213	3/7/2013	00271180	10,270.50	101810	ECOLOGY ACTION OF SANTA CRUZ	FY13 2093*BTW OCT-DEC 2012*BIKE TO WORK PROGRAM Q2
214	3/7/2013	00271221	31,564.99	104465	CALIFORNIA HIGHWAY PATROL	FY13 2094 *M0053386* UNIFORM ACTUAL SALARY
215	3/7/2013	00271241	36.76	117448	VERIZON WIRELESS	FY13 1193 *1164942712*8312521553 01/17-02/16/13
216	3/7/2013	00271241	36.76	117448	VERIZON WIRELESS	FY13 1193;1164942712;8312521554;01/17-02/16/13
217	3/7/2013	00271241	36.76	117448	VERIZON WIRELESS	FY13 1193;1164942712;8312522817;01/17-02/16/13
218	3/7/2013	00271241	38.01	117448	VERIZON WIRELESS	FY13 1193;1164942712;8313456441;01/17-02/16/13
219	3/7/2013	00271241	38.01	117448	VERIZON WIRELESS	FY13 1193;1164942712;8314211516;01/17-02/16/13
220	3/7/2013	00271194	104.23	102314	PG & E CUSTOMER BILLING	FY13 1195 *5605123657-0; 01/26/13-02/26/13*
221	3/7/2013	00271194	114.68	102314	PG & E CUSTOMER BILLING	FY13 1195 *9709471543-6; 01/26/13-02/26/13*
222	3/7/2013	00271194	209.63	102314	PG & E CUSTOMER BILLING	FY13 1195 *2896790497-1; 01/26/13-02/26/13*
223	3/7/2013	00271194	248.09	102314	PG & E CUSTOMER BILLING	FY13 1195 *2730123841-9; 01/26/13-02/26/13*
224	3/11/2013	00271683	54.00	128801	WAGeworks, INC	FY13 1197*125AI0221262*FSA MONTHLY ADMIN FEE 1/13
225	3/11/2013	00271646	135.00	126183	APTOS CHAMBER OF COMMERCE	FY13 1198 *1427* 2013 YEARLY MEMBERSHIP;SCCRTC
226	3/11/2013	00271437	150.00	670023	AMELIA NARANJO	FY13 1196 *11198* URM AMY NARANJO
227	3/11/2013	00271437	176.00	670023	AMELIA NARANJO	FY13 1196 *10892* URM AMY NARANJO
228	3/11/2013	00271435	396.60	670011	CATHY JUDD	FY13 1196 *11199* URM CATHY JUDD
229	3/11/2013	00271436	509.28	670015	GEORGE A. DONDERO II	FY13 1196 *10691* URM GEORGE DONDERO
230	3/11/2013	00271677	3,840.00	128582	MICHAEL'S TRANSPORTATION SERVICE	FY13 2097*74423*TRANSP. HOME TO SCHOOL 2/19-28/13
231	3/11/2013	00271677	4,800.00	128582	MICHAEL'S TRANSPORTATION SERVICE	FY13 2097*74223*TRANSP. HOME TO SCHOOL 2/1-15/13
232	3/11/2013	00271654	1,335.00	126768	JAMES P ALLEN DBA J P ALLEN & ASSOC	FY13 2096 *0003* CITY OF SC PERMIT APP/RMVL OF 6

DATE POSTED	CHECK NUMBER	CHECK AMOUNT	VENDOR NUMBER	VENDOR NAME	TRANSACTION DESCRIPTION	
233	3/14/2013	00272059	24.74	127741	AT&T	FY13 1202 *4139988* 8317688012374 12/27/12-01/26/1
234	3/14/2013	00271979	40.00	110743	USER-FRIENDLY COMPUTING	FY13 2098 *20130319* MOZY PRO- 80GB
235	3/14/2013	00271979	40.00	110743	USER-FRIENDLY COMPUTING	FY13 2098 *20130131* MOZY PRO- 80GB
236	3/14/2013	00272024	103.27	124475	AT&T MOBILITY	FY13 1200 *287020725943X02062013* 07/29/13-08/28/1
237	3/14/2013	00271995	288.00	120096	CALPERS RETIREMENT SYSTEM	FY13 1201 3109524485 1959 SURVIVOR BENEFIT
238	3/14/2013	00271945	395.00	100695	SANTA CRUZ AREA CHAMBER OF COMMERCE	FY13 1199 *17451* 2013 YEARLY MEMBERSHIP- SCCRTC
239	3/14/2013	00271979	1,500.00	110743	USER-FRIENDLY COMPUTING	FY13 2098 *20130309* MAINT.SERVICES MARCH 2013
240	3/18/2013	00272366	14.16	125345	FEDERAL EXPRESS CORP	FY13 1203 *2-177-97549* CALTRANS BILLING
241	3/18/2013	00272366	33.50	125345	FEDERAL EXPRESS CORP	FY13 1203; 2-177-97549; RAIL CHARGES
242	3/18/2013	00272331	86.74	124475	AT&T MOBILITY	FY13 1204 *287020725943X03062013* 1/29-2/28/13
243	3/18/2013	00272375	296.57	126366	KONICA MINOLTA BUSINESS SOLUTIONS	FY13 2090 *223730375* COPIER MAINT.FEB 2013
244	3/18/2013	00272369	344.80	125807	ROBERT DAVIES DBA ALPHAGRAPHICS	FY13 1203 *30962* RTC PACKET 2/07/2013
245	3/18/2013	00272293	1,446.00	113899	SPECIAL DISTRICT RISK MGMT AUTHORITY	FY13 1205 *42978* WORKERS COMP. 4RH QTR 4/1-6/30
246	3/21/2013	00272646	15.00	670023	AMELIA NARANJO	FY13 1207 *11555* URM AMY NARANJO
247	3/21/2013	00272647	64.40	670024	DORA ORTEGA	FY13 1207 *12353* URM DORA ORTEGA
248	3/21/2013	00272644	125.00	670008	TEGAN SPEISER	FY13 1207 *12031* URM TEGAN SPEISER
249	3/21/2013	00272593	169.00	127895	VIRGINIA DYKAAR	FY13 1207 *12352* URM VIRGINIA DYKAAR
250	3/21/2013	00272646	334.40	670023	AMELIA NARANJO	FY13 1207 *11657* URM AMY NARANJO
251	3/21/2013	00273003	832.19	127177	LINCOLN NATIONAL LIFE INSURANCE COMPANY	FY13 1206;SCRTC-BL-1010745; APRIL 2013
252	3/21/2013	00272643	1,200.00	670001	KARENA PUSHNIK	FY13 1207 *11852* URM KARENA L.PUSHNIK
253	3/21/2013	00272645	1,603.56	670011	CATHY JUDD	FY13 1207 *11556* URM CATHY JUDD
254	3/21/2013	00272922	1,733.30	121437	NOLTE ASSOCIATES INC	FY13 2101 *13010338* AUX LNS CONST.12/1-12/31/12
255	3/21/2013	00272922	2,802.52	121437	NOLTE ASSOCIATES INC	FY13 2101 *13020289* AUX LNS CONST.1/1-1/31/13
256	3/21/2013	00273034	5,280.00	128582	MICHAEL'S TRANSPORTATION SERVICE	FY13 2102*74640*TRANSPORTATION HOME TO SCHOOL 3/01
257	3/21/2013	00273027	84,079.50	128130	PB AMERICAS INC. DBA PARSONS BRINKERHOFF	FY13 2103*15-506804*AUX LNS CONST MGMT 12/1-12/28
258	3/25/2013	00273107	500.00	103374	MONTEREY BAY UNIFIED AIR POLLUTION	FY13 2100 *023* SCCRTC RENT WATS MARCH 2013
259	3/25/2013	00273126	6,713.60	116953	LOUIS E. RITTENHOUSE	FY13 2100 *194* RENT MARCH 2013
260	3/26/2013	00273275	139.97	110743	USER-FRIENDLY COMPUTING	FY13 2104 *914792* CONTRACT HOURS USED
261	3/26/2013	00273299	150.00	124045	ALLIANT INSURANCE SERVICES	FY13 1209 *102360* 3 CERTIFICATES FOR RIGHT ON TRA
262	3/26/2013	00273275	413.39	110743	USER-FRIENDLY COMPUTING	FY13 2104 *914791* MAINT. CONTRACT HOURS USED
263	3/26/2013	00273327	3,500.00	128397	CAPITAL EDGE ADVOCACY INC	FY13 2105 *13-22* SERVICES FOR MARCH 2013
264	3/26/2013	00273283	27,575.61	120096	CALPERS RETIREMENT SYSTEM	FY13 1208 3109524485 APRIL 2013
265	3/28/2013	00273675	54.00	128801	WAGWORKS, INC	FY13 1212 *125AI0227815* FSA MONTHLY ADMIN FEE FEB
266	3/28/2013	00273542	9,428.16	110430	LADD'S AUTO BODY	FY13 2106 FEBRUARY SERVICES FSP HWY 17 BEAT 1
267	3/28/2013	00273656	6.89	127741	AT&T	FY13 1216 *000004193881* 8314272040728 02/13/2013-
268	3/28/2013	00273604	11.59	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC09 4246044555661663 02/22/2013- 511MONT.BAY
269	3/28/2013	00273659	14.48	127967	COMCAST	FY13 1210 8155100340002108 CABLE SERVICE 03/10/2
270	3/28/2013	00273604	15.99	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC09 4246044555661663 02/22/2013- STAMPS- COM
271	3/28/2013	00273604	39.95	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC09 4246044555661663 02/22/2013- CRUZIO MONT
272	3/28/2013	00273535	42.20	106571	BARITEAUS DRY CLEANING INC	FY13 2143 *11860* LINEN SERVICE 02/13/2013

DATE POSTED	CHECK NUMBER	CHECK AMOUNT	VENDOR NUMBER	VENDOR NAME	TRANSACTION DESCRIPTION	
273	3/28/2013	00273535	42.20	106571	BARITEAUS DRY CLEANING INC	FY13 2143 *11870* LINEN SERVICE 02/27/2013
274	3/28/2013	00273604	50.00	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC09 4246044555661663 02/22/2013- BASE CAMP M
275	3/28/2013	00273515	57.16	102314	PG & E CUSTOMER BILLING	FY13 1215 5824685375-6 02/20/2013-03/20/13
276	3/28/2013	00273604	95.00	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC09 4246044555661663 02/22/2013- OFFICE PR
277	3/28/2013	00273645	102.00	127059	SANTA CRUZ RECORDS MANAGEMENT, INC.	FY13 1211 *17964* DOCUMENT STORAGE MARCH 2013
278	3/28/2013	00273604	107.68	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC09 4246044555661663 02/22/2013- REFRESHMENT
279	3/28/2013	00273618	200.00	125871	COMMUNITY TV OF SC COUNTY	FY13 2143 *1858* MEETING COVERAGE ON 02/07/2013
280	3/28/2013	00273655	239.08	127741	AT&T	FY13 1214 *000004182294* 8314603200962 02/13/2013-
281	3/28/2013	00273604	337.34	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC09 4246044555661663 02/22/2013- OFFICE SUPP
282	3/28/2013	00273570	344.54	118861	CLEAN BUILDING MAINTENANCE	FY13 2143 *10956* JANITORAL SERVICE FEBRUARY
283	3/28/2013	00273655	401.34	127741	AT&T	FY13 1214 *000004191713* 8314711300737 02/13/2013-
284	3/28/2013	00273502	750.00	100695	SANTA CRUZ AREA CHAMBER OF COMMERCE	FY13 1231 *18257* CLV REGISTRATION FINAL PAYMENT 0
285	3/28/2013	00273542	8,656.72	110430	LADD'S AUTO BODY	FY13 2106 FEBRUARY SERVICES FSP HWY 1- SANTA CRUZ
286	3/28/2013	00273604	25.24	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC09 4246044555661663 02/22/2013- FUEL FOR PR
287	3/28/2013	00273604	50.00	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC09 4246044555661663 02/22/2013- FSA MONTHLY
288	3/28/2013	00273604	299.00	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC09 4246044555661663 02/22/2013- TRAINING FO
289	3/28/2013	00273604	807.68	124770	US BANK CORPORATE PAYMENT SYSTEMS	FY13 CC09 4246044555661663 02/22/2013- RIGHT ON TR
290	3/28/2013	00273668	361,964.58	128230	RGW CONSTRUCTION, INC.	FY13 2107 *ESTIMATE 13* SR1 AUX LANES 1/21-2/20/13
		TOTAL	2,518,373.18			

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
 FY 2012 - 2013
 QUARTELY CREDIT CARD REPORT
 3 rd Quarter (December 22,2012 - March 29,2013)

Statement Date: 01/22/13

RTC Reporting Qtr: 3rd

PAYEE	DESCRIPTION	GEORGE	CATHY	YESENIA	TOTAL
1 37Signals-Charge.com	Base Camp website monthly subscription, Scott Creek Project	50.00			50.00
2 The Airport Shuttle Inc	Airport Shuttle Pickup Service, TRB Conference 02/12/13 through 02/17/13, G Dondero	40.00			40.00
3 United	Baggage Fees, TRB Conference 02/12/13 through 02/17/13, G Dondero	25.00			25.00
4 Wash Metrorail Washington DC	Transit Fare, TRB Conference 02/12/13 through 02/17/13, G Dondero	4.25			4.25
5 Wash Metrorail Washington DC	Transit Fare, TRB Conference 02/12/13 through 02/17/13, G Dondero	3.00			3.00
6 House Members	Business Lunch w/Sam Farr, Debbie Merrill, Caroline Cheney, Chris Giglio, G Dondero	83.25			83.25
7 Hotel Palomar Wash DC	Lodging, TRB Conference, 02/12/13 through 02/17/13, G Dondero	1,294.46			1,294.46
8 United	Baggage Fees, TRB Conference 02/12/13 through 02/17/13, G Dondero	25.00			25.00
9 Ampco-San Jose Int'l airp	Parking Services, TRB Conference 02/12/13 through 02/17/13, G Dondero	110.00			110.00
10 Stamps.com	Monthly Service Fee, December/January		15.99		15.99
11 USPS (Stamps.com)	Replenish postage		484.00		484.00
12 The Home Depot	Office supplies		43.24		43.24
13 MHM Resources LLC	FSA Monthly Administration Fee		50.00		50.00
14 KC Phone Guys	Replacement phone		50.00		50.00
15 MHM Resources LLC	FSA Monthly Administration Fee		50.00		50.00
16 Brinks Awards & Signs	Commissioner Nameplates			72.90	72.90
17 76 Santa Cruz	Refuel Prius			23.50	23.50
TOTAL		1,634.96	693.23	96.40	2,424.59

Statement Date: 02/22/13

RTC Reporting Qtr: 3rd

21	PAYEE	DESCRIPTION	GEORGE	CATHY	YESENIA	TOTAL
22	37Signals-charge.com	Basecamp - Monthly website subscription - Scott Creek Project	50.00			50.00
23	El Palomar Restaurant	Metro Mngmt. business lunch, w/Les White, Angela Aitken, L Mendez, G Dondero, 02/13/13	60.03			60.03
24	Cruzio Internet	Monthly service fee-February/March 2013		39.95		39.95
25	PC Business Machines	Service for HP LaserJet printers-HP 4250dtn & HP 2605dn		95.00		95.00
26	MHM Resources LLC	FSA (Flexible Spending Account) Monthly Administration Fee		50.00		50.00
27	Spokesman Bicycles	Supplies to service/maintain RTC staff bicycle		29.95		29.95
28	Stamps.com	Monthly Service fee-January/February 2013		15.99		15.99
29	Starbucks	Refreshments-RTC meeting, 02/07/13		12.95		12.95
30	Alexis Party Rentals	Stage supplies for Right on Track Rail Corridor Ribbon Cutting Event, 11/17/12		440.50		440.50
31	Brinks Awards & Signs	Commission Alt. nameplates, Tony Gregorio, Patrick Mulhearn, Virginia Johnson, Michael Termini		151.90		151.90
32	Cattos Graphics Inc	T-shirts to identify RTC staff at the Right on Track Rail Corridor Ribbon Cutting Event, 11/17/12		367.18		367.18
33	76 Scotts Valley	Refuel Prius			25.24	25.24
34	Dell Sales & Service	Computer Office Supplies, Docking station			130.49	130.49
35	Bagel Bakery & Café in Watsonville	Refreshments for RTC meeting, 01/25/13			14.15	14.15
36	Fastrak CSC	Replinish toll fee			25.00	25.00
37	Rockhurst University	Excel Training-Y Parra, 03/14/13			299.00	299.00
38	The Buttery Bakery & Corn	Refreshments for Commissioner orientation workshop, 02/11/13			20.55	20.55
39	VWH	511Montereybay.org domain name renewal			11.59	11.59
TOTAL			110.03	1,203.42	526.02	1,839.47

Statement Date: 03/22/13

RTC Reporting Qtr: 3rd

PAYEE	DESCRIPTION	GEORGE	CATHY	YESENIA	TOTAL
45 Santa Cruz Chamber of Com	Registration-2013 Community Leadership, Boulder, CO, G Dondero, 04/14/13 through 04/16/13	500.00			500.00
46 Paypal California	Registration-CALCOG Regional Leadership Forum, G Dondero, 04/05/13	175.00			175.00
47 37Signals-charge.com	Basecamp - Monthly website subscription - Scott Creek Project	50.00			50.00
48 City of Capitola	Parking fee, lunch with Public Works Directors, G Dondero, 03/14/13	3.00			3.00
49 Chevron	Refuel Prius, travel to Sacramento-meet with legislative officials, G Dondero, 03/19/13	20.15			20.15
50 Chevron	Refuel Prius, travel to Sacramento-meet with legislative officials, G Dondero, 03/20/13	27.81			27.81
51 Amazon Mktplace Pmts Amsn.com	HP Printer Toner - Q6002A, Yellow		22.98		22.98
52 Amazon Mktplace Pmts Amsn.com	HP Printer Toner - Q6000A, Black		22.78		22.78
53 Amazon Mktplace Pmts Amsn.com	HP Printer Toner - C9731A, Cyan		277.49		277.49
54 Amazon Mktplace Pmts Amsn.com	HP Printer Toner - C9732A, Yellow		86.20		86.20
55 Cruzio	Monthly service fee-March/April 2013		39.95		39.95
56 Stamps.com	Monthly Service fee-February/March 2013		15.99		15.99
57 CMAA Northern	Construction Management Workshop, K Shultz, 02/27/13		85.00		85.00
58 Rockhurst University	Star12 Training Annual Renewal for D Nikuna		199.00		199.00
59 Trader Joe's	Refreshments, Scott Creek Bridge Resource Advisory Committee, 03/08/13		8.22		8.22
60 Amazon Mktplace Pmts Amzn.com	Office supplies - Desktop document holder for D Ortega		52.68		52.68
61 Starbucks	Refreshments for Joint TOS/SAFE Committee meeting, 03/13/13		12.95		12.95
62 Fred Pryor Career Track	Training Seminar, <i>Business Writing for Results</i> , C Judd, 04/22/13		149.00		149.00
63 Autoworld	Passenger van rental, SC Branch Rail line bridge tour, 03/14/13		146.81		146.81
64 USPS Postage (Stamps.com)	Replenish postage		437.00		437.00
65 Starbucks	Refreshments for RTC meeting, 03/21/13		12.95		12.95
66 Zoccoli's Delis	Refreshments (lunches) for SC Branch Rail Line bridge tour, 03/14/13		82.35		82.35
67 Beacon	Refuel Prius			29.22	29.22
68 Best Buy MHT	Office supplies - USB drive for presentations and documents outside RTC office locations			8.65	8.65
69 Safeway Store	Tea and coffee provided at RTC meetings			21.89	21.89
70 Santa Cruz Electronics Santa Cruz	Office supplies - Computer adapter - Monitor cables			73.45	73.45
71 Pajaro Valley Chamber Com Watsonville	Registration - Pajaro Valley Chamber of Commerce Business Expo 2013, 04/25/13			125.00	125.00
72 Target	Office supplies - storage bins for K Pushnik			21.68	21.68
73 Walgreens	Gift cards - Team Yo! - school based TDM student program			90.00	90.00
74 Santa Cruz Electronics Santa Cruz	Refund of office supplies - Computer adapter - Monitor cables			(52.93)	<52.93>
75 Zipcar Inc	Reservation for Zip Car - to attend Rail event meeting, Y Parra, 09/27/12			24.47	24.47
76 Jamba Juice	Gift cards - Team Yo! - school based TDM student program			100.00	100.00
77 CVS Pharmacy	Gift cards - Team Yo! - school based TDM student program			90.00	90.00
78 Toshiba Direct	Office supplies - Universal Docking Station			479.76	479.76
79 Yogurtland Watsonville	Gift cards - Team Yo! - school based TDM student program			120.00	120.00
80 Doubletree Parking San Jose	Parking fee, Excel Training, San Jose, L Mendez, 03/14/13			19.00	19.00
81 Doubletree Parking San Jose	Parking fee, Excel Training, San Jose, Y Parra, 03/14/13			19.00	19.00
82 Target	Refund - Office supplies - storage bins for K Pushnik			(21.68)	<21.68>
83 Hayneedle Inc	Office supplies - book shelf & storage cubes for K Pushnik			130.46	130.46
84 Mobile Kangaroo	iPhone 3g battery and labor to install replacement battery for George Dondero's iPhone			40.75	40.75
TOTAL		775.96	1,651.35	1,318.72	3,746.03
3rd Quarter Total		2,520.95	3,548.00	1,941.14	8,010.09

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
TDA REVENUE REPORT
FY 2012-2013**

MONTH	FY11-12 ACTUAL REVENUE	FY12-13 ESTIMATE REVENUE	FY12-13 ACTUAL REVENUE	DIFFERENCE DIFFERENCE	DIFFERENCE AS % OF PROJECTION	CUMULATIVE % OF ACTUAL TO PROJECTION
JULY	499,800	499,800	533,900	34,100	6.82%	106.82%
AUGUST	666,400	666,400	711,800	45,400	6.81%	106.82%
SEPTEMBER	699,895	699,895	718,257	18,362	2.62%	105.24%
OCTOBER	486,400	486,400	556,500	70,100	14.41%	107.14%
NOVEMBER	648,500	648,500	742,000	93,500	14.42%	108.71%
DECEMBER	804,308	804,308	733,930	-70,378	-8.75%	105.02%
JANUARY	510,100	488,844	534,300	45,456	9.30%	105.51%
FEBRUARY	680,100	651,792	712,400	60,608	9.30%	106.01%
MARCH	625,667	638,135	632,278	-5,857	-0.92%	105.22%
APRIL	441,300	404,586	475,600	71,014	17.55%	106.05%
MAY	588,400	591,173	634,100	42,927	7.26%	106.16%
JUNE	756,557	636,515				
TOTAL	7,407,427	7,216,348	6,985,064	405,231	5.62%	97%

Note:

I:\FISCAL\TDA\MonthlyReceipts\[FY12-13.xlsx]FY2012

AGENDA: June 13, 2013

TO: Budget and Administration/Personnel (B&A/P Committee)
FROM: Luis Pavel Mendez, Deputy Director
RE: Amendments to the Fiscal Year (FY) 2013-14 Budget

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) amend the FY 2013-14 RTC Budget as shown on [Attachment 1](#).

BACKGROUND

At its May 2013 meeting, the RTC approved the FY 2013-14 RTC budget. The budget includes a significant reduction in Federal Highway Administration (FHWA) Planning (PL) funds received through the Association of Monterey Bay Area Governments (AMBAG). RTC staff also communicated to the B&A/P Committee and the RTC that AMBAG requested a contribution from the RTC towards the cost of the environmental impact report (EIR) for the 2014 metropolitan transportation plan (MTP) and that RTC staff would return to the B&A/P Committee and RTC with a recommendation for that contribution after more discussions with AMBAG. At its May 2013 meeting, the RTC also received a request from the RTC Bicycle Committee Chair to add a 0.25 FTE staff position to work on bicycle related items.

DISCUSSION

Contribution for 2014 Metropolitan Transportation Plan EIR

The environmental document for the metropolitan transportation plan (MTP) also serves as the environmental document for the regional transportation plans produced by the RTC and other regional transportation planning agencies in the AMBAG region. Therefore, the cost has traditionally been shared by AMBAG and the regional transportation planning agencies. Because the amount of FHWA PL funds traditionally provided to the RTC by AMBAG was reduced by \$150,000 it is a challenge for the RTC to accommodate that funding reduction and also provide a contribution to AMBAG for the MTP EIR.

AMBAG originally asked for a \$75,000 contribution from the RTC toward the cost of the MTP EIR. After some discussion with AMBAG, AMBAG was able to reduce its request for an RTC contribution to \$57,500. On May 2, 2013, RTC staff met with the AMBAG Executive Director and the Santa Cruz METRO General Manager. At that meeting it was determined that the only way that the RTC could make a contribution to AMBAG for the MTP EIR was to use anticipated surplus FY 2012-13 Transportation Development Act (TDA) revenues.

Currently, the FY 2012-13 TDA revenues are \$405,000 above the Santa Cruz County Auditor Controller's estimate. The RTC has budgeted \$114,411 of that anticipated surplus to help cover the reduction in FHWA PL funds. Therefore, there are still sufficient anticipated FY2012-13 TDA surplus revenues to cover a \$57,500 RTC contribution toward the cost of the MTP EIR. RTC staff, the AMBAG Executive Director and the Santa Cruz METRO General Manager agreed that this is a proper approach.

TDA Apportionments for Local Jurisdictions

Consistent with the RTC rules and regulations and the TDA statute, the RTC apportions TDA funds to the cities and the counties. The apportionments are partly based on the most current population figures. Every year new population figures are released by the State in May. Therefore, the attached budget amendment modifies the TDA apportionments to the cities and the county consistent with the recently released population figures.

Request for More Bicycle Planning Staff Work

At the May 2013 meeting of the RTC, speaking on behalf of the RTC's Bicycle Committee, the chair of the Bicycle Committee requested that the RTC budget an additional 0.25 full time equivalent (FTE) staff position to support the Bicycle Committee and so that more bicycle planning and project work can be done. The request was made in response to the committee's reduced meeting schedule beginning in 2009 to accommodate resource shortages. The RTC FY 2013-14 budget includes the following budget lines for staff work specifically associated with bicycle planning and projects:

- \$50,429 for general bicycle and pedestrian planning;
- \$100,000 for the Monterey Bay Sanctuary Scenic Trail Network Plan and development;
- \$20,000 for a bike signage plan

Additionally, bicycle planning is also much more integrated into the general planning and work program of the RTC than when the Bicycle Committee was originally established. Therefore, bike planning is also conducted under the following staff work budget lines:

- Plan coordination
- TDA Administration
- Unified corridor study
- Complete streets plan
- Regional transportation plan
- Regional travel demand model/traffic monitoring
- Transportation improvement program
- Highway and roadway planning

The RTC has a full time senior transportation planner who is the RTC's bicycle coordinator. That position staffs the Bicycle Committee, manages the development of the Monterey Bay Sanctuary Scenic Trail Network and the bike signage plan. The person who occupies that position enlists the assistance of other transportation planners and support staff as necessary to get the work done. Transportation planners working in other transportation planning efforts also engage in bicycle transportation planning because, like all other transportation modes, bicycle

transportation is an integral part of all of the work done by the RTC. In addition, staff working in the development and delivery of specific projects and services also ensures that bicycle transportation is an integral part of the work that they do. These include Commute Solutions, highway projects and the rail line projects.

The RTC dedicates a significant amount of staff resources to the bicycle transportation mode as well as to the other modes of transportation. More work could be done for the bicycle transportation mode and all of the other transportation modes; however, the RTC must address all transportation modes as well as possible with the resources available. Due to the recent reduction in FHWA PI funds to the RTC it would be very difficult for the RTC to add a 0.25 FTE staff position to the bicycle transportation mode without reducing work on some other transportation mode. Therefore, the amended FY 2013-14 budget does not propose adding the requested 0.25 FTE staff position.

Staff recommends that the B&A/P Committee review and recommend that the RTC approve the attached amended FY 2013-14 budget as shown on Attachment 1.

SUMMARY

In May, the RTC approve the FY 2013-14 budget with a significant reduction in FHWA PL funding from AMBAG and was informed that AMBAG requested a contribution from the RTC toward the cost of the EIR for the metropolitan transportation plan. RTC staff met with AMBAG and Santa Cruz METRO staff and it was agreed that the RTC contribution should come from anticipated TDA surplus revenues. The State released new population figures in May and TDA apportionments for local jurisdictions are adjusted consistent with those figures. The Bicycle Committee Chair requested that a 0.25 FTE staff position be added to do additional work on bicycle transportation. That is not proposed at this time. **Staff recommends that the B&A/P Committee review and recommend that the RTC approve the attached amended FY 2013-14 budget as shown on Attachment 1.**

Attachments:

1. Proposed amended FY 2013-14 RTC Budget

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
PROJECTED REVENUE SUMMARY
 FY 2013-2014 BUDGET

ATTACHMENT 1

1 PROJECTED REVENUE SUMMARY

2	3	4	5	6
SOURCES	FY12-13 APPROVED 5/02/13	FY13-14 PROPOSED 6/13/13	DIFFERENCE	NOTE
5 Transportation Development Act (TDA):				
6 Auditor's 1/4 Cent Sales Tax Estimate	8,165,852	8,165,852	0	
7 Previous FY Surplus Revenues Budgeted	114,411	171,911	57,500	- for RTC's share of environmental document cost for MTP/RTP
8 Interest Estimate	8,000	8,000	0	
9 <i>Total TDA Apportioned</i>	8,288,263	8,345,763	57,500	
10				
11 State Transit Assistance (STA)	2,759,269	2,759,269	0	
12 Planning Grant Funds/Others:				
13 Rural Planning Assistance (RPA)	316,933	316,933	0	
14 STIP for Planning (PPM)	163,537	163,537	0	
15 RSTP Exchange - Eco Act, CTSC, & Bike Signage	81,024	81,024	0	
16 FHWA - Earmark	180,000	180,000	0	
17 FHWA - Planning (PL) - from AMBAG	100,000	100,000	0	
18 Coastal Conservancy	150,000	150,000	0	
19 New Freedom Grant	165,000	165,000	0	
20 SGC Grant	13,927	13,927	0	
21 Transit intern and planning grants	133,191	133,191	0	
22 Other Revenues	0	0	0	
23 RTC Funds Budgeted	159,074	159,074	0	
24 <i>Planning/Other Total</i>	1,462,686	1,462,686	0	
25 Rideshare:				
26 RSTP Exchange & AMBAG funds	318,841	318,841	0	
27 CMAQ - Rideshare	0	0	0	
28 AB2766	58,738	58,738	0	
29 Service Authority for Freeway Emergency (SAFE):				
30 DMV Fees and interest	239,000	239,000	0	
31 Other - MTC SAFE and Partnership Planning Grant	107,000	107,000	0	
32 SAFE Funds Budgeted	112,300	112,300	0	
33 Freeway Service Patrol (FSP):				
34 Caltrans Grant	205,000	205,000	0	
35 Hwy 1 Constructin and RSTP Exchange	135,000	135,000	0	
36 FSP Reserves Budgeted and Interest	32,000	32,000	0	
37 Rail/Trail Authority:				
38 Proposition 116 and STIP	5,240,000	5,240,000	0	
39 Leases and Union Pacific	50,000	50,000	0	
40 Federal Earmark and RSTP Exchange	0	0	0	
41 Transfer - in from TC Planning	110,000	110,000	0	
42 Rail/Trail Funds Budgeted	135,000	135,000	0	
43 Highway 1:				
44 RSTP Exchange	981,248	981,248	0	
45 STIP	317,729	317,729	0	
46 CMIA (state bond)	1,992,271	1,992,271	0	
47 RSTP Exchange Program	30,000	30,000	0	
48 TOTAL	22,574,345	22,631,845	57,500	

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
 APPORTIONMENT SUMMARY
 FY 2013-2014 BUDGET**

1 APPORTIONMENT SUMMARY

CLAIMANTS	FY12-13 APPROVED 5/02/13	FY13-14 PROPOSED 6/13/13	DIFFERENCE	NOTE
5 Transportation Development Act (TDA): (1)				
7 TDA Reserve Fund	46,162	46,162	0	
8 RTC Reserve Fund			0	
9 RTC Planning	114,411	171,911	57,500	- for RTC's share of environmental document cost for MTP/RTP
10 SCCRTC:				% Chg
11 TDA Administration	527,288	527,288	0	0.00%
12 TDA Planning: General Planning	310,600	310,600	0	0.00%
13 Bike to Work	50,000	50,000	0	0.00%
14 Bike & Pedestrian Safety (CTSC)	100,000	100,000	0	0.00%
15 <i>Subtotal</i>	987,888	987,888	0	0.00%
17 SCMTD	6,104,531	6,104,531	0	0.00%
18 Specialized Transit (Community Bridges/CTSA)	599,743	599,743	0	0.00%
19 Volunteer Center	71,398	71,398	0	0.00%
20 City of Capitola	13,664	13,639	-25	-0.19% - Adjusted per 2013 population figures released in May 2013
21 City of Santa Cruz - Non Transit	84,817	85,170	353	0.42% - Adjusted per 2013 population figures released in May 2013
22 City of Scotts Valley	15,937	15,946	10	0.06% - Adjusted per 2013 population figures released in May 2013
23 City of Watsonville	70,656	70,477	-179	-0.25% - Adjusted per 2013 population figures released in May 2013
24 County of Santa Cruz	179,057	178,898	-158	-0.09% - Adjusted per 2013 population figures released in May 2013
25 <i>Subtotal</i>	7,139,802	7,139,802	0	0.00%
26				
27 TOTAL TDA APPORTIONED	8,288,263	8,345,763	57,500	- for RTC's share of environmental document cost for MTP/RTP
28				
29 State Transit Assistance (STA) - SCMTD	2,759,269	2,759,269	0	
30				
31 Planning Grant Funds/Others:	1,462,686	1,462,686	0	
32				
33 Rideshare	377,579	377,579	0	
34				
35 SAFE	458,300	458,300	0	
36				
37 Freeway Service Patrol (FSP)	372,000	372,000	0	
38				
39 Rail/Trail Authority	5,535,000	5,535,000	0	
40				
41 Highway 1	3,291,248	3,291,248	0	
42				
43 RSTP Exchange Program	30,000	30,000	0	
44				
45 TOTAL	22,574,345	22,631,845	57,500	

46
 47 (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:
 48 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
BUDGET SUMMARY
FY 2013-2014 BUDGET**

1 BUDGET SUMMARY

	FY11-12 ADOPTED DETAIL			FY12-13 ADOPTED DETAIL			FY13-14 PROPOSED DETAIL		
	TOTAL FY 11-12 ADOPTED 06/12	SALARIES & BENEFITS	SERVICES & SUPPLIES	TOTAL FY12-13 ADOPTED 5/02/13	SALARIES & BENEFITS	SERVICES & SUPPLIES	TOTAL FY13-14 PROPOSED 6/13/13	SALARIES & BENEFITS (1)	SERVICES & SUPPLIES
OPERATIONS PROGRAMS									
SCCRTC - Administration	648,350	201,000	447,350	624,500	208,000	416,500	624,500	208,000	416,500
Rideshare	416,991	180,000	236,991	366,679	180,000	186,679	366,679	180,000	186,679
SAFE	598,633	140,000	458,633	458,300	165,000	293,300	458,300	165,000	293,300
Freeway Service Patrol	362,000	45,000	317,000	372,000	70,000	302,000	372,000	70,000	302,000
SCCRTC Planning	2,821,434	996,654	1,824,780	1,940,485	1,057,861	882,624	1,997,985	1,057,861	940,124
Total Operations Programs	4,847,408	1,562,654	3,284,754	3,761,964	1,680,861	2,081,103	3,819,464	1,680,861	2,138,603
CAPITAL PROGRAMS									
Rail/Trail Authority	21,007,359	100,000	20,907,359	5,535,000	180,000	5,355,000	5,535,000	180,000	5,355,000
Highway 1 Env Docs & Design	2,807,022	150,832	2,656,190	981,248	200,000	781,248	981,248	200,000	781,248
Highway 1 Construction	15,933,000	200,000	15,733,000	2,310,000	75,000	2,235,000	2,310,000	75,000	2,235,000
Total Capital Programs	39,747,381	450,832	39,296,549	8,826,248	455,000	8,371,248	8,826,248	455,000	8,371,248
TOTAL ALL PROGRAMS	44,594,789	2,013,486	42,581,303	12,588,212	2,135,861	10,452,351	12,645,712	2,135,861	10,509,851

**BUDGET COMPARISON
PRIOR YEAR AND BUDGET YEAR**

PROGRAM	FY 11-12 ADOPTED 06/12	FY 11-12 ACTUAL 6/30/11	FY 11-12 ACTUAL LESS ADOPTED 06/12	FY12-13 ADOPTED 5/02/13	FY 11-12 ADOPTED 06/12	FY12-13 ADOPTED VS FY 11-12 ADOPTED	FY13-14 PROPOSED 6/13/13	FY12-13 ADOPTED 5/02/13	FY13-14 PROPOSED VS FY12-13 ADOPTED
SCCRTC - Administration	648,350	495,198	(153,152)	624,500	648,350	(23,850)	624,500	624,500	-
Rideshare	416,991	179,767	(237,224)	366,679	416,991	(50,312)	366,679	366,679	-
SAFE	598,633	397,579	(201,054)	458,300	598,633	(140,333)	458,300	458,300	-
Freeway Service Patrol	362,000	290,206	(71,794)	372,000	362,000	10,000	372,000	372,000	-
Rail/Trail Authority	21,007,359	469,161	(20,538,198)	5,535,000	21,007,359	(15,472,359)	5,535,000	5,535,000	-
Highway 1 Env Docs & Design	2,807,022	921,236	(1,885,786)	981,248	2,807,022	(1,825,774)	981,248	981,248	-
Highway 1 Construction	15,933,000	3,720,462	(12,212,538)	2,310,000	15,933,000	(13,623,000)	2,310,000	2,310,000	-
SCCRTC Planning	2,821,434	1,589,272	(1,232,162)	1,940,485	2,821,434	(880,949)	1,997,985	1,940,485	57,500
Total Operating Budget	44,594,789	8,062,881	(36,531,908)	12,588,212	44,594,789	(32,006,577)	12,645,712	12,588,212	57,500

Notes: (1) Includes staffing shown on page 16

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
 PLANNING REVENUES SUMMARY
 FY 2013-2014 BUDGET**

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

SOURCES	FY12-13 APPROVED 5/02/13	FY13-14 PROPOSED 6/13/13	DIFFERENCE	NOTE
REVENUES:				
TDA Planning	575,011	632,511	57,500	- for RTC's share of environmental document cost for MTP/RTP
Rural Planning Assistance (RPA)	316,933	316,933	0	
STIP for Planning (PPM)	163,537	163,537	0	
RSTP Exchange - Eco Act, CTSC, & Bike Signage	81,024	81,024	0	
FHWA - Earmark	180,000	180,000	0	
FHWA - Planning (PL) - from AMBAG	100,000	100,000	0	
New Freedom Grant	165,000	165,000	0	
Partnership Planning Grant	133,191	133,191	0	
Coastal Conservancy	150,000	150,000	0	
SGC Grants (AMBAG & SC County)	13,927	13,927	0	
AB2766/Air District Funds:				
RTC Funds Budgeted	61,862	61,862	0	
TOTAL REVENUES	1,940,485	1,997,985	57,500	

Note:

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
PLANNING EXPENDITURES
FY 2013-2014 BUDGET**

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

EXPENDITURES	FY12-13 APPROVED 5/02/13	FY13-14 PROPOSED 6/13/13	DIFFERENCE	NOTE
Staff & Overhead by Program				
Plan Coordination	103,648	103,648	0	
Unified Corridor Study	116,607	116,607	0	
Complete streets plan	34,095	34,095	0	
Work Program	30,000	30,000	0	
Public Information	15,000	15,000	0	
Bicycle/Pedestrian Planning	50,429	50,429	0	
Bike Signage Plan	20,000	20,000	0	
Monterey Bay Sanctuary Scenic Trail (MBSST) Network	100,000	100,000	0	
Specialized Transportation	50,959	50,959	0	
Safe Paths to Transit	6,500	6,500	0	
Regional Transportation Plan for MTP	233,450	233,450	0	
Regional Travel Demand Model	35,000	35,000	0	
Transportation Improvement Program (TIP)	188,173	188,173	0	
Highway & Roadway Planning	74,000	74,000	0	
<i>Subtotal Staff and Overhead</i>	1,057,861	1,057,861	0	
Services & Supplies				
<u>Passthrough Programs</u>				
Bike To Work Program (Ecology Action)	50,000	50,000	0	
Bike & Ped Safety (Community Traffic Safety Coalition)	100,000	100,000	0	
Safe Paths to Transit	160,000	160,000	0	
Bike Signage Program	61,024	61,024	0	
<u>Professional Services (contracts)</u>				
Sacramento Assistant	-	-	0	
Washington Assistant	44,600	44,600	0	
Engineering and Other Technical Consultants	50,000	50,000	0	
Environmental Document for MTP/RTP		57,500	57,500	- for RTC's share of environmental document cost for MTP/RTP
STARS for Regional Transportation Plan	-	-	0	
MBSST Network Master Plan Consultant	210,000	210,000	0	
Unified Corridor Investment Plan Consultant	50,000	50,000	0	
<u>RTC Work Element Related Items</u>				
Traffic Monitoring services	15,000	15,000	0	
Printing RTP, RTIP, other Documents and Pub Info Materials	12,000	12,000	0	
MBSST Network Plan Outreach	20,000	20,000	0	
Transfer to Rail/Trail Authority	110,000	110,000	0	
<i>Subtotal Services & Supplies</i>	882,624	940,124	57,500	
TOTAL EXPENDITURES	1,940,485	1,997,985	57,500	

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
PLANNING FUNDS SOURCE DETAIL
FY 2013-2014 BUDGET**

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

2	3	4	5	6	7	8	9	10	11	12	13	14	
	EXPENDITURES	FY13-14 PROPOSED 6/13/13	TDA	RTC FUND	RPA	FHWA PL - AMBAG	SGC Grant (AMBAG)	STIP PPM	FHWA Earmark	Fed 5304 Part Plang	New Freedom Grant	Coastal Conserv	RSTPX
5	SALARIES, Benefits & Overhead												
6	Plan Coordination	103,648	9,422	-	84,226	10,000							
7	Unified Corridor Study	116,607	23,416	10,000	-	-				83,191			
8	Complete streets plan	34,095	14,677	5,491			13,927						
9	Work Program	30,000	3,118	-	6,882	20,000							
10	Public Information	15,000	15,000	-	-	-							
11	Bicycle/Pedestrian Planning	50,429	5,429	-	20,000	-		25,000					
12	Bike Signage Plan	20,000	-	-									20,000
13	Monterey Bay Sanctuary Scenic Trail (MBSST) Network	100,000	-	-					100,000				
14	Specialized Transportation	50,959	6,375	-	44,584								
15	Safe Paths to Transit	6,500	1,500	-							5,000		
16	Regional Transportation Plan for MTP	233,450	80,396	-	80,021	50,000		23,033					
17	Regional Travel Demand Model	35,000	10,000	5,000	10,000	10,000							
18	Transportation Improvement Program (TIP)	188,173	50,736	10,000	16,933	10,000		100,504					
19	Highway & Roadway Planning	74,000	19,713	-	54,287								
20	<i>Salaries, Benefits & Overhead Subtotal</i>	1,057,861	239,782	30,491	316,933	100,000	13,927	148,537	100,000	83,191	5,000	-	20,000
21													
22	Services & Supplies												
23	<u>Passthrough Programs</u>												
24	Bike To Work Program (Ecology Action)	50,000	50,000	-									
25	Bike & Ped Safety (Community Traffic Safety Coalition)	100,000	100,000	-									
26	Safe Paths to Transit	160,000	-	-							160,000		
27	Bike Signage Program	61,024	-	-									61,024
28													
29	<u>Professional Services</u>												
30	Sacramento Assistant	-	-	-									
31	Washington Assistant	44,600	44,600	-									
32	Engineering and Other Technical Consultants	50,000	30,000	20,000									
33	Environmental Document for MTP/RTP	57,500	57,500	-									
34	STARS for Regional Transportation Plan	-	-	-				-					-
35	MBSST Network Master Plan Consultant	210,000	-	-					60,000			150,000	
36	Unified Corridor Investment Plan Consultant	50,000	-	-						50,000			
37													
38	<u>RTC Work Element Related Items</u>												
39	Traffic Monitoring services	15,000	-	-				15,000					
40	Printing RTP, RTIP, other Documents and Pub Info Materials	12,000	12,000	-				-					
41	MBSST Network Plan Outreach	20,000	-	-					20,000				
42	Transfer to Rail/Trail Authority	110,000	98,629	11,371									
43	<i>Subtotal Services & Supplies</i>	940,124	392,729	31,371	-	-	-	15,000	80,000	50,000	160,000	150,000	61,024
44													
45	TOTAL EXPENDITURES	1,997,985	632,511	61,862	316,933	100,000	13,927	163,537	180,000	133,191	165,000	150,000	81,024

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
TDA ALLOCATION BALANCES
FY 2013-2014 BUDGET**

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TDA ALLOCATION BALANCES

CLAIMANTS	FY13-14 PROPOSED 6/13/13	UNSPENT PRIOR ALLOCATIONS	ADJUSTMENT	AVAILABLE FUNDS 6/13/13
SCCRTC				
TDA Administration	527,288			527,288
TDA Planning	460,600			460,600
Subtotal	987,888	-		987,888
SCMTD	6,104,531			6,104,531
Specialized Transit	599,743			599,743
Volunteer Center	71,398			71,398
City of Capitola	13,639	-		13,639
City of Santa Cruz - Non Transit	85,170	-		85,170
City of Scotts Valley	15,946	-		15,946
City of Watsonville	70,477	-		70,477
County of Santa Cruz	178,898	-		178,898
TOTAL	8,127,690	-	-	8,127,690

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

TO: Budget and Administration/Personnel (B&A/P Committee)

FROM: Luis Pavel Mendez, Deputy Director

RE: Fiscal Year (FY) 2013-14 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 FY 2013-14 RTC Work Program ([Attachment 1](#)).

BACKGROUND

Each year the RTC works with Caltrans and the Association of Monterey Bay Area Governments (AMBAG) to prepare a work program for the following fiscal year. The work program is required for RTC to receive federal and state transportation planning funds and must include the work necessary to meet federal and state transportation planning requirements. The RTC's work program also includes all of the other work that the RTC performs. The work program provides summary information on the work that the RTC will perform with the state and federal planning funds as well as a summary schedule and work products.

DISCUSSION

RTC staff prepared a draft FY 2013-14 work program for the RTC and submitted it to Caltrans for review. The final draft included as [Attachment 1](#) has incorporated Caltrans comments and suggestions. Just as past years, the FY 2013-14 RTC work program ([Attachment 1](#)) includes state-mandated responsibilities and RTC priorities, including:

- Production of the 2014 Regional Transportation Plan (RTP) and Metropolitan Transportation Plan (MTP) in coordination and cooperation with AMBAG, neighboring regional transportation planning agencies, Caltrans and local jurisdictions;
- Production and implementation of the various required state and federal funding documents;
- Continuation of the Highway 1/HOV Lane project tiered environmental analysis;
- Construction of the Soquel to Morrissey Auxiliary Lanes project;
- Management, operation and planning for the Santa Cruz Branch Rail Line;
- 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;
- Completion of the master plan and environmental document for the Monterey Bay Sanctuary Scenic Trail (MBSST) Network;

- 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
- Continued services to Santa Cruz area travelers through the Commute; and Solutions, SAFE callbox, Safe on 17 and Freeway Service Patrol programs, including coordination with partner agencies to ensure the best possible service.

Staff recommends that the Budget and Administration/Personnel Committee review and recommend that the Santa Cruz County Regional Transportation Commission (RTC) approve the attached proposed FY2013-14 RTC Work Program (Attachment 1).

SUMMARY

The RTC must prepare a work program to receive state and federal transportation planning funds. The proposed FY 2013-14 RTC work program includes state-mandated responsibilities and RTC priorities. The proposed VY 2013-14 work program has been reviewed by Caltrans and their comments and suggestions have been incorporated. Staff recommends that the B&A/P Committee recommend that the RTC approve the proposed FY 2013-14 RTC Work Program (Attachment 1).

Attachments:

1. Final Draft FY 2013-14 Work Program

FINAL DRAFT



**Santa Cruz County Regional
Transportation Commission**

**FISCAL YEAR 2013 - 2014
WORK PROGRAM**

June 13, 2012

The fiscal year (FY) 2013-2014 work program for the Santa Cruz County Regional Transportation Commission (SCCRTC) describes the activities to be accomplished during the fiscal year beginning July 1, 2013 and ending June 30, 2014 and includes the following mandated responsibilities and SCCRTC priorities:

- continued production of the 2014 Regional Transportation Plan and 2014 Metropolitan Transportation Plan in coordination and cooperation with the Association of Monterey Bay Area Governments (AMBAG), the Transportation Agency for Monterey County (TAMC) the San Benito Council of Governments (SBtCOG), local jurisdictions, Caltrans and other local and regional agencies;
- production and implementation of the various required state and federal funding documents;
- continued production of the Highway 1 HOV Lanes Project environmental documents;
- construction completion of the Highway 1 Soquel to Morrissey Auxiliary Lanes Project;
- management, operation and planning of the Santa Cruz Branch Rail Line;
- continued development of a master plan and environmental review for the Monterey Bay Sanctuary Scenic Trail (MBSST) Network;
- continued work to carry out the RTC's responsibilities to monitor and coordinate with Caltrans and local agencies on timely implementation of state highway and local projects with state or federal funding participation;
- continued work with project sponsors and funding agencies on securing funds for high priority projects for all modes of transportation;
- continued services to Santa Cruz area travelers through the Commute Solutions, SAFE callbox, Safe on 17 and Freeway Service Patrol programs, including coordination with partner agencies to ensure the best possible service;
- continuation of the Bike to Work and the Community Traffic Safety Coalition's bicycle and pedestrian education programs;
- continued maintenance and enhancement of a variety of public information outlets;
- continued development and implementation of systems necessary to ensure that the RTC continues to function efficiently and effectively as an independent government agency;
- monitor and participate in local, state, and federal efforts to address global warming;
- participate in statewide efforts to reauthorize the federal transportation law and ensure that California and its regional agencies receive their fair share of federal transportation funds; and
- pursuit of any and all funding sources for transportation projects in the region including the development of local funding sources as well as seeking other new sources.

Through the activities listed in this work program, the SCCRTC works to deliver a full range of safe, convenient, reliable and efficient transportation choices for the community.

WORK ELEMENT NUMBER 101

Overall Work Program

Agency: SCCRTC

Project Manager: Luis Mendez, Deputy Director

Total Budget:

\$30,000

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2013-2014

EXPENDITURES			REVENUE		
Category	Amount (\$)	Change	Source	Amount (\$)	Change
Personnel	30,000	0	FHWA PL	20,000	0
Services & Supplies	0	0	State RPA	6,882	0
			Local	3,118	0
TOTAL	30,000	0	TOTAL	30,000	0
			% Federal	67%	

Project Description

Develop, maintain, and oversee the annual work program and budget to carryout the transportation planning activities of the Santa Cruz County Regional Transportation Commission (SCCRTC) in accordance with federal, state and local requirements and available funding as a component of the overall work program for the three-county AMBAG region. This includes OWP development, coordination, and meetings with local, regional, state and federal agencies (including AMBAG, Caltrans, FHWA, TAMC and San Benito COG) to ensure that the entire three-county region is meeting federal requirements. Additionally, this work element provides monitoring and review of policy and legislative activities that impact the production, coordination, implementation and requirements of the OWP. Further duties include quarterly reporting to verify progress in implementing the work program.

Project Product(s)

FY 2014-15 Overall Work Program and Budget and amendments; amendments to the FY 2013-14 OWP and Budget; quarterly and annual progress reports.

Federally Eligible Task

Proposed Expenditure of Federal Funding (PL/FTA 5303)

Develop and implement annual Overall Work Program and Budget

67%

Develop, implement and oversee the annual overall work program activities and budget in accordance with federal and state requirements in coordination with AMBAG and other partner agencies; and produce quarterly and annual progress reports.

Previous Accomplishments

Developed and adopted FY 2012-13 OWP and Budget; Processed amendments to the FY 2012-13 OWP and Budget; provided required quarterly and annual progress reports for transportation planning and project activities to SCCRTC, AMBAG, and Caltrans.

Task	Description	Deliverable	Completion Date
1	Finalize FY 2012-13 revenues and expenditures	Revenues and expenditures files	8/15/2013
2	Produce final FY 2012-13 work program quarterly report and provide to AMBAG	Final FY 2012-13 quarterly report	8/15/2013
3	Prepare and adopt the annual fall FY 2013-14 budget and overall work program amendment	FY 2013-14 amendments and staff reports	10/31/2013
			10/30/2013
4	Produce FY 2013-14 quarterly work program reports and provide to AMBAG	FY 2013-14 quarterly work program reports	01/31/2014
			04/30/2014

5	Prepare for and participate in annual OWP kick-off meeting with TAMC and AMBAG	Meeting with regional partners, agenda and materials	12/15/2013
6	Develop draft FY 2014-15 draft work program and budget and provide document to AMBAG	Draft FY 2014-15 draft work program and budget	03/01/14
7	Participate in 2014-15 OWP development and coordination meetings with AMBAG and other agencies in the region	Meetings, agendas and materials	04/30/14
8	Incorporate comments/suggestions into final draft FY 2014-15 OWP and provide document to AMBAG	Final draft FY 2014-15 OWP	04/30/14
9	Prepare and adopt the annual spring FY 2013-14 budget and overall work program amendment and provide to AMBAG	Amendment and staff report	05/15/14
10	Prepare and present final FY 2014-15 OWP to SCCRTC board for approval	Final OWP and staff report	06/15/14
11	Prepare other amendments to the FY 2013-14 budget and work program as necessary and submit to AMBAG	Amendments and staff reports	06/30/14

WORK ELEMENT NUMBER 102

Transportation Development Act Administration

Agency: SCCRTC

Project Manager: Luis Mendez, Deputy Director
Daniel Nikuna, Fiscal Officer

Total Budget: \$624,500

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2013-2014

EXPENDITURES

REVENUE

Category	Amount (\$)	Change	Source	Amount (\$)	Change
Personnel	208,000	0	Local	624,500	0
Services & Supplies	416,500	0			
TOTAL	624,500	0	TOTAL	624,500	0

Project Description

SCCRTC as Regional Transportation Planning Agency for Santa Cruz county distributes Transportation Development Act (TDA) Local Transportation Fund (LTF) and State Transit Assistance (STA) funds for planning, transit, bicycle facilities and programs, pedestrian facilities and programs and specialized transportation in accordance with state law and the unmet transit needs process.

Project Product(s)

Transportation Development Act and State Transit Assistance Funds apportionments, allocations and claims
Triennial performance audit
FY 2012-13 Fiscal Audit

Other Task (Nonfederal)

Manage, coordinate and distribute TDA and STA funds

Previous Accomplishments

Every three years, SCCRTC contracts for triennial performance audits of the transit operators and itself to assure the agencies are meeting the requirements of state TDA law. In FY 2012-13 a triennial performance audit for FYs 2009-10, 2010-11 and 2011-12 was initiated. Annually, SCCRTC oversees the fiscal TDA audits for the transit operators in Santa Cruz County and itself. In FY 2012-13 TDA fiscal audits were completed for FY 2011-12.

Task	Description	Deliverable	Completion Date
1	Coordinate review of appropriate TDA claims with advisory committees	Staff reports	06/30/14
2	Provide staff support to Budget and Administration/ Personnel Committee	Agendas and staff reports	06/30/14
3	Coordinate annual unmet transit needs process, including outreach to traditionally underrepresented communities, and adopt resolution of unmet transit needs finding	Staff reports, presentation, information materials (Spanish), public outreach, meetings and resolution	06/30/14

4	Maintain records and pay claims for TDA, STA and other trust fund accounts.	Files, invoice processing and payments	06/30/14
5	Assist transit operators with annual financial audits	Phone calls, emails	06/30/14
6	Implement recommendations in performance audit	Staff reports and modifications to processes and forms	06/30/14
7	Obtain TDA funds estimates from County Auditor Controller	Emails and estimate materials	7/13/13 1/10/14
8	Monitor TDA revenue receipts, compare to estimates and adjust estimates as necessary	Reports to B&A/P Committee and RTC	06/30/14
9	Conduct the FY 2012-13 annual fiscal audit and implement suggested changes	Audit report and staff reports	6/30/2014
10	Produce staff assignment lists, performance evaluations and personnel actions	Assignment list, individual staff meetings, evaluation forms	06/30/14
11	Prepare and submit to Caltrans the FY 2013-14 indirect cost allocation plan	ICAP report and staff report	08/31/13
12	Produce and distribute annual financial report	Financial report and staff reports	06/30/14
13	Coordinate, meet, confer and negotiate with labor representatives	Meetings, agenda and information materials	6/30/2014
14	Complete triennial performance audit	Triennial performance audit	12/31/13

WORK ELEMENT NUMBER 112**Transportation Plans Coordination and Interagency Liaison**

Agency: SCCRTC

Project Manager: Rachel Moriconi, Senior Transportation Planner

Total Budget:

\$148,248**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2013-2014****EXPENDITURES****REVENUE**

Category	Amount (\$)	Change	Source	Amount (\$)	Change
Personnel	103,648	0	FHWA PL	10,000	
Contractual	44,600	0	State RPA	84,226	0
			Local	54,022	0
TOTAL	148,248	0	TOTAL	148,248	0
			% Federal	7%	

Note: No project development nor project implementation tasks included in this work element will be funded by Rural Planning Assistance (RPA) funds

Note: Lobbying is not part of any work task under this work element

Note: No RPA funds will be used for the contractual work listed in this work element, which will be paid with local funds only and is for hiring legislation and regulation consultants who assist the RTC in obtaining information and producing reports to fully understand the implications of regulatory and statutory changes to transportation planning and funding and adequately communicate such changes and implications and implement them accordingly

Project Description

This is an ongoing element concerned with the coordination of regional transportation planning activities consistent with federal and state law to maintain a coordinated approach to transportation planning on a local, regional, state and federal level.

Project Product(s)

Agendas, minutes, reports and presentation materials for Interagency Technical Advisory Committee meetings

Reports and presentation materials for RTC meetings

Agendas, notes and materials for meetings with representatives from local, regional and state entities

Federally Eligible Task**Proposed Expenditure of Federal Funding**

Coordinate the implementation of SAFETEA-LU and MAP-21 requirements as it relates to regional transportation planning

0%

Previous Accomplishments

The SCCRTC worked with AMBAG and TAMC to ensure a coordinated effort for the production of the 2010 RTP/MTP. The SCCRTC held regular meetings of the Interagency Technical Advisory Committee (ITAC) and SCCRTC staff held meetings with Santa Cruz Metro, AMBAG, TAMC, VTA, educational institutions, non-profits, local jurisdictions, the Air District and Caltrans, to discuss and implement coordination efforts.

Task	Description	Deliverable	Completion Date
1	Collect, process and transmit information on funding, plans and related activities to facilitate interagency communication	Phone calls, emails, and information materials	06/30/14

2	Participate in, prepare and distribute agendas and staff reports for RTC and committee meetings	Agendas and staff reports	06/30/14
3	Meet quarterly with Caltrans to coordinate planning and programming activities and prepare materials for meetings	Teleconference, Agenda and meeting materials	06/30/14
4	Coordinate on planning and programming with other agencies throughout the state through participation in the Regional Transportation Planning Agencies group, the California Association of Councils of Government(CalCOG), the Central Coast Coalition and the California Transportation Commission	Meeting participation, meeting notes, agendas	06/30/14
5	Continue to work with Caltrans, AMBAG and other partner agencies on improved planning for the movement of goods into, out of and through the region	Communications with partner agencies, meetings	06/30/14
6	Work with the City of Watsonville and other partner agencies to update the master plan for the Watsonville airport	Communications with partner agencies, meetings	06/30/14
7	Exchange information concerning transportation planning, and funding with local jurisdictions, Caltrans, AMBAG, Santa Cruz Metro, the Air District, UCSC, and other federal, state and local agencies	Meetings, phone calls, emails and information materials	06/30/14
8	Prepare reports and materials for Interagency Technical Advisory Committee (ITAC) to facilitate planning and programming coordination among all of the various transportation partners represented on the Committee (public works departments, planning departments, transit district, UCSC, Caltrans, AMBAG, Air District)	ITAC meetings, agendas and packets	06/30/14
9	Monitor and participate in efforts at the federal, state and local level related to global warming	Conference calls, meetings and notes	06/30/14
10	Coordinate with business and community organizations, and task forces, including those who engage traditionally underrepresented communities, on transportation issues, transportation planning, and funding issues	Presentations, phone calls, meetings and materials in Spanish	06/30/14
11	With the assistance of consultant services, stay informed on state and federal legislative and budgetary changes and proposed changes to more effectively and efficiently coordinate current transportation activities with changing requirements	Staff reports and information materials	06/30/14
12	With the assistance of consultant services, communicate with legislative officials and others on the effective and efficient coordination of proposed legislative and budgetary changes with current transportation planning activities	Phone calls, emails, letters and meetings	06/30/14
13	Continue to work with Interagency Technical Advisory Committee members and other transportation partners to cooperatively develop and pursue grant opportunities for transportation studies and development of transportation plan components and funding	Joint grant applications	06/30/14
14	Develop partnerships with local agencies responsible for land use decisions to facilitate coordination of transportation planning with land use, open space, job-housing balance, environmental constraints, and growth management	Phone calls, emails, meetings, notes and information materials	06/30/14
15	Monitor and participate in efforts at the state and regional level to effectively implement the requirements of MAP-21	Phone calls, teleconferences, emails, notes and information materials	6/30/2014

WORK ELEMENT NUMBER 113

Public Participation Program

Agency: SCCRTC

Project Manager: Karena Pushnik, Public Information Coordinator

Total Budget: \$15,000

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2013-2014

EXPENDITURES			REVENUE		
Category	Amount (\$)	Change	Source	Amount (\$)	Change
Personnel	15,000	0	Local	15,000	0
TOTAL	15,000	0	TOTAL	15,000	0
			% Federal	0%	

Project Description

This work element includes public participation activities that support the overall public participation program of the SCCRTC but are not attributable to a specific project, program or activity. This includes general maintenance of the RTC website and social media outlets and responding to general inquiries regarding the SCCRTC.

Project Product(s)

Well functioning website and social media outlets and updated general postings

Previous Accomplishments

In FY 2011-12 the SCCRTC overhauled its website and initiated a social media use policy. In FY 2012-13, the SCCRTC migrated the overhauled website to more current technology that offers more efficient maintenance and integration with social media outlets.

Task	Description	Deliverable	Completion Date
1	Provide information to and solicit information from the community at large regarding the general functional and duties of the RTC using the media, internet, advertisements, in-office and partner organization contact distribution mechanisms and presentations to local groups as a means to involve the public in the transportation planning process	Updated and functioning website	6/30/2013
2	Use print and electronic media to disseminate and solicit information to and from traditionally underrepresented populations	Bilingual print and electronic media	6/30/2014
3	Broadcast regular RTC meetings and public hearings countywide on Community TV	Televised RTC meetings	6/30/2014
4	Utilize Spanish translation services during SCCRTC meetings, public workshops and public hearings	Translators at meetings	6/30/2014
5	Continue to produce and host the SCCRTC Transportation Café program on Community TV	Transportation café program	6/30/2014

WORK ELEMENT NUMBER 175**Monterey Bay Area 511 Traveler Information System**

Agency: SCCRTC

Project Manager: Tegan Speiser, Senior Transportation Planner

Total Budget:

\$92,000

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2013-2014**EXPENDITURES****REVENUE**

Agency	Amount (\$)	Change	Source	Amount (\$)	Change
Personnel	60,000	0	FHWA Part Plng	57,000	0
Services & Supplies	20,000	0	Local	35,000	0
Contractual	12,000	0			
TOTAL	92,000	0	TOTAL	92,000	0
			% Federal	62%	

Project Description

This work element is for the production of a feasibility and implementation plan for a Monterey Bay Area 511 traveler information system in Santa Cruz and Monterey counties as outlined in the successful Partnership Planning Grant application. SCCRTC, TAMC and Caltrans will coordinate to produce a plan that appropriately develops a comprehensive, centralized and multi-modal traveler information system to provide up-to-date transportation information including real-time roadway traffic conditions, incident information, transit route and schedule information, carpooling and bicycle information and travel notices for residents, visitors, businesses and commuters.

Project Product(s)

511 Traveler Information System Feasibility and Implementation Plan

Previous Accomplishments

In FY 2009-10 SCCRTC and TAMC successfully secured a Partnership Planning Grant to produce a 511 Traveler Information System Feasibility and Implementation Plan and SCCRTC established the appropriate funding documents with Caltrans and an MOU with TAMC for cooperation in developing the plan. In FY 2010-11 SCCRTC and TAMC working with Caltrans and other agencies developed a scope of work, released a request for proposal and led a successful procurement process to select a consultant and award a contract for production of the feasibility and implementation plan. In FY 2011-12, RTC and TAMC completed and presented the findings of the feasibility study.

Task	Description	Deliverables	Completion Date
1	Submit regular invoices to Caltrans for payment of work performed (SCCRTC)	Invoices	12/31/13
2	Implement memorandum of understanding agreement (SCCRTC & TAMC)	Coordination meetings, phone calls and emails	12/31/13
3	Coordinate with transportation information providers and stakeholders for 511 (SCCRTC & TAMC)	Phone calls, emails, meetings and materials	12/31/13
4	Working with the consultants and stakeholders produce the feasibility and implementation plan according to the established contract and scope of work (SCCRTC & TAMC)	Draft and final plans, meetings, emails, phone calls	12/31/13
5	Administer Contracts (SCCRTC)	Amendments to contract	12/31/13

WORK ELEMENT NUMBER 177

Freeway Service Patrol (FSP)

Agency: SCCRTC

Project Manager: Amy Naranjo, Transportation Planner

Total Budget:

\$372,000

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2013-2014

EXPENDITURES			REVENUE		
Category	Amount (\$)	Change	Source	Amount (\$)	Change
Personnel	70,000	0	Caltrans	205,000	0
Services & Supplies	302,000	0	Hwy 1 Aux Lanes pr	0	0
Reserves	0	0	RSTP Exchange	135,000	0
			Local	32,000	0
TOTAL	372,000	0	TOTAL	372,000	0

Project Description

SCCRTC Freeway Service Patrol (FSP) operates on Highways 1 and 17 in Santa Cruz County to assist stranded or stalled motorists, and to remove freeway objectives that cause episodic traffic congestion. SCCRTC works closely with Caltrans and California Highway Patrol to implement the program.

Project Product(s)

Freeway Service Patrol towing services, invoices, service contracts, funding agreements

Other Task (Nonfederal)

Implement county level Freeway Service Patrol

Previous Accomplishments

In FY's 2011-12 and 2012-13, SCCRTC implemented FSP service on Highway 1 to alleviate congestion resulting from the Highway 1 Soquel to Morrissey Auxiliary Lanes construction. In FY 2012-13, SCCRTC secured some Regional Surface Transportation Program (RSTP) funding for the Highway 1 FSP service and initiated a procurement process for new four-year tow service contracts.

Task	Description	Deliverables	Completion Date
1	Administration: Provide supplies as needed, monitor use, evaluate future program needs, and process invoices for payment of service from contractors.	Tow truck service to motorists, invoices, purchase orders, statistics, and reports	06/30/14
2	Conduct quarterly training and informational meetings with Caltrans, CHP and tow operators and partner with TAMC for the quarterly trainings	Training sessions, agendas and materials	06/30/14
3	Represent agency at statewide oversight committee meetings to demonstrate effectiveness and to maintain and increase state funding for FSP program	Meeting participation, reports, presentations	06/30/14
4	Improve data collection techniques and enhance Personal Digital Assistants to improve truck tracking and vehicle dispatching capabilities.	Data reports and analysis	06/30/14

5	Work with other freeway service programs within region to enhance the program's cost-effectiveness	Cost effectiveness analysis	06/30/14
6	Prepare Annual Report	Annual report and presentation	06/30/14
7	Continue to promote the program and increase awareness	Outreach materials in English and Spanish	06/30/14
8	Continue to implement and monitor the usage and effectiveness of FSP tow truck service in cooperation with CHP and Caltrans	Data reports and analysis	06/30/14
9	Coordinate FSP with neighboring counties	Phone calls, emails, letters and meetings	06/30/14
10	Consider revisions to FSP services based on analysis of usage and availability of funding	Analysis and reports	06/30/14
11	Maintain FSP data collection system and feed the data into the statewide FSP benefit/cost model to better reflect conditions of smaller FSP programs	Data reports and analysis	06/30/14
12	Complete procurement process for new four-year tow service contracts	New contracts for service on Hwys 1 and 17	09/30/13
13	Investigate and pursue potential new funding sources for FSP programs	Phone calls, emails, letters and meetings	06/30/14

WORK ELEMENT NUMBER 178

Service Authority for Freeway Emergencies (SAFE)

Agency: SCCRTC

Project Manager: Amy Naranjo, Transportation Planner

Total Budget:

\$366,300

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2013-2014

EXPENDITURES

REVENUE

Agency	Amount (\$)	Change	Source	Amount (\$)	Change
Personnel	105,000	0	SAFE Funds	312,300	0
Services & Supplies	261,300	0	Local	4,000	0
Reserves		0	MTC Contribution	50,000	0
TOTAL	366,300	0	TOTAL	366,300	0
			% Federal	0%	

Project Description

The Santa Cruz County Service Authority for Freeway Emergencies (SAFE) operates the County's highway callbox system and works with the California Highway Patrol and Caltrans on motorist aid and highway safety projects and programs.

Project Product(s)

Service Authority for Freeway Emergencies call box system and extra CHP enforcement to reduce collisions

Other Task (Nonfederal)

Maintain and implement SAFE program and provide extra CHP enforcement

Previous Accomplishments

In FY 1991, SCCRTC installed the first SAFE call boxes along major state highways in Santa Cruz County in partnership with Caltrans and the CHP. During FY 1991/92, the first full year of this program, SCCRTC implemented the SAFE Motorist Aid Callbox System in Santa Cruz County. The Santa Cruz County system has been annually continued and upgraded to digital service and to ensure accessibility. In 1999, SCCRTC SAFE as a partner with the CHP and Caltrans initiated the Safe on 17 program to reduce collisions on Highway 17 with enforcement, engineered improvements and education. The program has successfully helped to reduce collisions by almost 50% over its life time.

Task	Description	Deliverables	Completion Date
1	Continue to work with contractors to provide reliable and efficient call box facilities and services	Roadside call box service	06/30/14
2	Complete mobility and site improvements as needed	ADA accessible call box sites	06/30/14
3	Track DMV collection of SAFE funds to ensure accurate revenue collection	Revenue history	06/30/14

4	Continue to work with the CalSAFE Committee to coordinate on statewide issues related to Call Box and motorist aid systems	Coordinated and consistent services	06/30/14
5	Work with other SAFE agencies in the region to solicit new contracts for call box implementation and maintenance services	Maintenance contract	06/30/14
6	Continue to administer enhanced CHP enforcement as part of the SAFE on 17 Program.	Enforcement data and reports	06/30/14
7	Continue the funding partnership with Metropolitan Transportation Commission to ensure continuation of the enhanced CHP enforcement on Hwy 17	Funding agreement and invoices	06/30/14
8	Continue to monitor and track collision and safety issues on Highways 1 and 17	Collision information	06/30/14
9	Produce annual report for the Safe on 17 program and invoice MTC for funds	Annual report	03/31/14

WORK ELEMENT NUMBER 179

Transportation Demand Management

Agency: SCCRTC

Project Manager: Tegan Speiser, Commute Solution Ma

Total Budget: \$377,579

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2013-2014

EXPENDITURES

REVENUE

Agency	Amount (\$)	Change	Source	Amount (\$)	Change
Personnel	180,000	0	CMAQ	0	0
Services & Supplies	186,679	0	RSTP Exchange	318,841	0
Reserves	10,900	0	MBUAPCD AB2766	58,738	0
TOTAL	377,579	0	TOTAL	377,579	0

Project Description

Through Commute Solutions, SCCRTC provides information and direct services to Santa Cruz County area residents, visitors and employers to encourage the use of sustainable transportation modes; increase vehicle occupancy through carpooling, vanpooling and riding the bus; eliminate vehicle trips through telecommuting and compressed work weeks; and implements other Transportation Demand Management (TDM) strategies. The TDM program establishes the strategies that result in more efficient use of available transportation resources. The program promotes sustainable transportation choices and implements programs that result in emission reduction, regional traffic congestion and delay mitigation, and reduction in vehicle trips and vehicle miles travelled. The work is done in coordination with the Transportation Agency for Monterey County , the Council of San Benito County Governments, the Association of Monterey Bay Area Governments, the Metropolitan Transportation commission for the San Francisco Bay Area, the Santa Cruz Metropolitan Transit District and the Santa Clara Valley Transportation Authority.

Project Product(s)

Commute Solutions Program

Federally Eligible Task

Promote sustainable transportation modes and choices region-wide through the coordination of incentives, promotional events, campaigns and information dissemination

Previous Accomplishments

Ride matching assistance; program/event promotion; regional coordination of TDM efforts; radio and TV interviews; newspaper articles and press releases; emergency ride home reimbursement; employer and college outreach; website development. Additional accomplishments include successfully completing 2012 Rideshare Week and 2012 Clean Air Month campaigns, funded in part by the Air District to educate and encourage sustainable transportation as a way to maintain good air quality.

Task	Description	Deliverables	Completion Date
1	Update and maintain content and design of websites	Updated Commute solutions Website	6/30/2014

2	Operate 429-POOL hotlines and coordinate regional participation and access to the 511.org online ride matching system. Maintain online database of people interested in a ride match.	Match lists, robust database	6/30/2014
3	Direct, monitor, and document media communications related to program's objectives and goals	Media releases, interviews, articles, etc.	6/30/2014
4	Promote, reimburse and monitor Emergency Ride Home Program	Participation requests and reimbursements	6/30/2014
5	Assist employers in promoting multi-modal travel options and services through transportation fairs and on-site presentations	Scatter maps, presentation materials, list of employers	6/30/2014
6	Develop and apply a consistent set of evaluation measures for TDM projects and programs	Improved evaluation tools	6/30/2014
7	Participate in transportation-related air quality and climate change activities including those related to implementing State and Federal Clean Air Acts and other legislation such as AB 32 and SB 375	Promotional materials and handouts	6/30/2014
8	Promote and facilitate access to existing park and Ride Lots and plan for future P&R facility needs	Improved PNR facilities, signs, and agreements; usage counts	6/30/2014
9	Increase vehicle occupancy by implementing the countywide carpool incentive program funded by a MBUAPCD grant	Participant lists, gas cards	6/30/2014
10	Develop and maintain information on TDM initiatives in the community	Data on TDM programs	6/30/2014
11	Research most effective methods and strategies to meet program objectives	Information on other programs	6/30/2014
12	Coordinate with regional rideshare and transit service providers, promote transit services	Promotional materials and handouts	6/30/2014
13	Participate in periodic meetings of the Transportation and Air Quality Joint Marketing Committee	Agendas, notes and action items	6/30/2014
14	Participate in tri-county coordination of outreach campaigns - i.e. Rideshare Week	Agendas, notes and action items	6/30/2014
15	Prepare and conduct community outreach, education, and promotional materials and provide personalized ridematching services	Promotional materials and handouts	6/30/2014

WORK ELEMENT NUMBER 251

Regional Travel Demand Model

Agency: SCCRTC

Project Manager: Rachel Moriconi, Senior Transportation Planner
Ginger Dykaar, Transportation Planner

Total Budget: \$50,000

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2013-2014

EXPENDITURES

REVENUE

Agency	Amount (\$)	Change	Source	Amount (\$)	Change
Personnel	35,000	0	FHWA PL	10,000	0
Contractual	15,000	0	State RPA	10,000	0
			Local	15,000	0
			STIP PPM	15,000	0
TOTAL	50,000	0	TOTAL	50,000	0
			% Federal	20%	

Note: The contractual work listed in this work element is for collecting and reporting traffic volume, vehicle occupancy counts, and bicycle travel information

Project Description

The SCCRTC's regional travel demand model work element involves collecting and reporting data on the county's transportation network for use by AMBAG in updating the regional travel demand model. It also involves coordinating with and assisting AMBAG on various data collection efforts and the improvement and more effective use of the regional travel demand model.

Project Product(s)

Traffic, vehicle occupancy and bicycle counts with GIS information as available

Traffic count data on web page

Improved regional travel demand model

Federally Eligible Task

Proposed Expenditure of Federal Funding (PL/FTA 5303)

Collect data on the transportation network including traffic, vehicle occupancy and bicycle counts as well as origin and destination and household travel data; and work with AMBAG to update and improve the regional travel demand model **20%**

Previous Accomplishments

SCCRTC collects traffic count data annually through consultant services and in 2011 collected traffic count information to provide to AMBAG for improvement of the regional travel demand model. In FY 2011-12 SCCRTC worked with AMBAG on the completion of an origin and destination study and additional surveys for the California Household Travel Survey to ensure a statistically significant level of data for a better regional travel demand model. In FY 2011-12 and 2012-13 the SCCRTC partnered with the Community Traffic Safety Coalition and UCSC to collect bicycle travel data and worked with AMBAG on regional travel demand model improvements to better incorporate the bicycle and transit modes.

Task	Description	Deliverables	Completion Date
1	Coordinate the collection of traffic volume and vehicle occupancy data at various locations throughout the county, using consultant services as budgeted and convert to GIS format	Traffic count data	06/30/14
2	Post count and historic traffic count data on RTC's website for easy access and reference by government agencies and members of the public	Webpage with count data	06/30/14

3	Coordinate traffic data collection and reporting with Caltrans, UCSC, AMBAG, the cities and the County	Traffic count data usable by entire region	06/30/14
4	Provide traffic count data to local, state and federal agencies, land use development proponents and members of the public as needed	Phone calls, email and other communication with traffic information	06/30/14
5	Continue working with AMBAG and Santa Cruz Metro on the inclusion of transit information in the travel demand model	Transit data for model	06/30/14
6	Continue working with local jurisdiction, AMBAG and the Transportation Agency for Monterey County (TAMC) on coordinated and/or joint traffic counting services and/or reporting	Coordinated transportation data	06/30/14
7	Work with AMBAG to improve the regional travel demand model to better incorporate various travel modes and be more usable for the development of regional planning and programming documents	Improved travel demand model	06/30/14
8	Continue working to conduct bicycle counts	Bicycle use data	06/30/14
9	Assist AMBAG in the development and finalization of model outputs and scenario analysis	Improved travel demand model	06/30/14
10	Assist AMBAG to gather Santa Cruz County information required for model development and sketch planning tool	Data for travel demand model	06/30/14
11	Work with AMBAG on the coordination of the disaggregation and verification process of the model	Improved travel demand model	06/30/14
12	Continue working with AMBAG to assess how well the travel demand model can assess mode shift given new bike facilities	Improved bicycle component of travel demand model	06/30/14

WORK ELEMENT NUMBER 601

Complete Streets for Sustainable Community Strategy

Agency: SCCRTC

Project Manager: Grace Blakeslee, Senior Transportation Planner

Total Budget:

\$34,095

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2013-2014

EXPENDITURES

REVENUE

Agency	Amount (\$)	Change	Source	Amount (\$)	Change
Personnel	34,095	0	SGC Grant	13,927	0
			Local	20,168	0
TOTAL	34,095	0	TOTAL	34,095	0
			% Federal	0%	

Project Description

The focus of this work element is to work with AMBAG and other regional and local partners in the production of a complete streets assessment to accommodate multi-modal connectivity and a complete streets transition strategy and guidelines. These will be components of the sustainable communities strategy for the region to ensure a more sustainable transportation system.

Project Product(s)

Complete streets assessment
Complete streets transition strategy and guidelines

Federally Eligible Task

Proposed Expenditure of Federal Funding (PL/FTA 5303)

Plan for a more sustainable transportation system

0%

Step	Description	Deliverables	Completion Date
1	Communicate with local jurisdictions, Santa Cruz METRO, AMBAG and other regional partners regarding how to achieve complete streets and a sustainable community strategy	Phone calls, emails, meetings	09/30/13
2	Identify transportation needs of elderly and disabled populations in sustainable community strategy priority areas	Meetings with and reports to E&D TAC	09/30/13
3	Coordinate with local jurisdictions, AMBAG, Santa Cruz METRO and other regional partners on development of guidelines and a phasing plan for achieving complete streets	Strategy to achieve complete streets	09/30/13
4	Involve the public in the development of the complete streets strategy through public meetings, workshops, internet and Facebook, including outreach to traditionally underrepresented communities	Meetings, workshops, outreach materials in English and Spanish	09/30/13
5	Develop framework for conducting economic benefits analysis of complete streets infrastructure	Strategy for evaluation economic impacts of complete streets	09/30/13

WORK ELEMENT NUMBER 611**Santa Cruz County Unified Corridor Investment Plan**

Agency: SCCRTC

Project Manager: Grace Blakeslee, Transportation Planner

Total Budget:

\$166,607

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2013-2014**EXPENDITURES****REVENUE**

Agency	Amount (\$)	Change	Source	Amount (\$)	Change
Personnel	116,607	0	FHWA Part Plng	133,191	0
Contractual	50,000	0	Local	33,416	0
TOTAL	166,607	0	TOTAL	166,607	
			% Federal	80%	

Project Description

This work element is to develop a unified multimodal corridor investment plan for Santa Cruz County's three primary transportation routes - Highway 1, Soquel Avenue/Drive and the rail line. The Santa Cruz County Regional Transportation Commission and Caltrans will work in conjunction with the North American Sustainable Transportation Council (STC) and local partners to use the STC's STARS tool, which allows us to establish performance targets for the corridor, then analyze which transportation investments and land use strategies achieve the targets most cost effectively.

Project Product(s)

Santa Cruz County Unified Corridor Investment Plan

Previous Accomplishments

In FY 2012-13 the SCCRTC secured a consultant to assist with the production of the unified corridor investment plan, developed partnerships and initiated the project

Task	Description	Deliverables	Completion Date
1	Corridor Plan Stakeholder Committee (RTC and STC)	List of Plan Stakeholder Committee Participants, Workshop agenda, attendance list, Comments from Stakeholders	01/31/14
2	Develop and Analyze Strategies for Highway 1/Soquel/Rail Corridor (RTC and STC)	Corridor goals, objectives, performance measures, targets, strategies, data needs, plan alternatives comparison, and adopted Unified Corridor Investment Plan.	08/31/14
3	Public Outreach (RTC and STC)	Staff report, minutes, web notification, workshop notification, Speakers Bureau presentation, and web site information.	07/31/14
4	Present and Prepare Report of Analysis (RTC and STC)	Final report, visual data displays, decision package and implementation recommendation, list of data files.	11/30/14
5	Manage Triple Corridor Multimodal Access and Sustainability Analysis (RTC)	Agreement, Quarterly reports, OWP, Final Report and Invoices	02/28/15

WORK ELEMENT NUMBER 614**Bicycle and Pedestrian Planning**

Agency: SCCRTC

Project Manager: Cory Caletti, Bicycle Coordinator
Karena Pushnik, Senior Transportation Planner

Total Budget: \$380,429

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2013-2014**EXPENDITURES****REVENUE**

Category	Amount (\$)	Change	Source	Amount (\$)	Change
Personnel	150,429	0	State RPA	20,000	0
Contractual	210,000	0	Coastal Conservancy	150,000	0
Other	20,000	0	Fed Disc. (DEM 115L)(02:	180,000	0
			STIP PPM	25,000	0
			Local	5,429	0
TOTAL	380,429	0	TOTAL	380,429	0

Note 1: Contractual work is for the production of the master plan for the Monterey Bay Sanctuary Scenic Trail Network which is funded with Coastal Conservancy and federal earmark funds

Note 2: RPA funds are not used for Task 9 nor any contractual work; that work is done with federal funds secured specifically for that effort

Project Description

The objective of this program is to ensure the development of a regional pedestrian and bicycle infrastructure as an integral part of the overall transportation system for the Santa Cruz County and the AMBAG region. This helps to ensure a better integrated and connected transportation system across modes and helps to ensure a safer transportation system for non-motorists. This work element includes working with cities and the county to develop, update and implement bicycle and pedestrian plans and integrate bicycle and pedestrian planning in all transportation planning efforts, including project plans, corridor plans and studies, specific area plans, general plans, the regional transportation plan and the metropolitan transportation plan. Work with the Transportation Agency for Monterey County and AMBAG to ensure that the local bicycle and pedestrian planning efforts are the components that lead to a more robust and integrated bicycle and pedestrian infrastructure for the entire AMBAG region.

Project Product(s)

Bicycle Committee meetings and materials, updated bicycle plans, coordinated and safer multimodal transportation system

Federally Eligible Tasks**Proposed Expenditure of Federal Funding (PL/FTA 5303)**

Planning for a better developed and safer bicycle and pedestrian transportation network that is integrated with other modes and coordinated across the AMBAG region

0%

Previous Accomplishments

In FY 2012-13, the SCCRTC and its Bicycle Committee worked with the City of Watsonville to update its bicycle plan and be eligible to apply for Bicycle Transportation Account funds to implement components of the bicycle plan. The SCCRTC and Bicycle Committee also reviewed complete streets components, contributed to goals and policies for the 2014 Regional Transportation Plan, which is one of the building blocks of the Metropolitan Transportation Plan for the AMBAG region. The Bicycle Committee also reviewed and provided input on programming process, criteria and recommendations for federal RSTP funds.

Step	Description	Deliverables	Completion Date
1	Coordinate and provide staff support for SCCRTC's Bicycle Committee including the production of agendas, staff reports and minutes for six meetings per year.	Agendas, agenda packets, meetings and minutes	08/12/2013 10/21/2013 12/9/2013 02/10/2014 04/14/2014 06/9/2014
2	Work with the City of Santa Cruz and the University of California at Santa Cruz (UCSC) to update and certify their bicycle plans ensuring that federal and state requirements are met and that bicycle facilities are coordinated with other modes and facilities across the region.	Updated City of Santa Cruz and UCSC bicycle plans	06/30/14
3	Engage the public in the bicycle and transportation planning efforts including the Watsonville community through coordination with Jovenes Sanos, County of Santa Cruz Health Services Agency and other community groups	Meetings, presentations, and information materials in English and Spanish	06/30/14
4	Work with the Cities of Santa Cruz and Watsonville on implementation of their recent general plan updates to ensure that bicycle and pedestrian travel is adequately integrated and coordinated with other modes and across the region and with overall development to ensure a better integrated and safer multimodal transportation system and employment of a complete streets approach as required by AB 1358.	Bicycle transportation network consistent with approved general plans and bicycle plans	06/30/14
5	Pursue continued collection of bicycle count and mode split data	Bicycle counts and mode split data	06/30/14
6	continue working with AMBAG in its efforts to improve the regional travel demand model to include a bicycle component	Phone calls, emails, meetings, analysis of bicycle use data	12/31/13
7	Coordinate with local, regional, state and federal agencies on bicycle and pedestrian planning and funding efforts	Phone calls, emails, meetings, and information materials	06/30/14
8	Work with the County of Santa Cruz, Caltrans, local community groups, businesses and the public on planning for improved bicycle and pedestrian access and facilities in the San Lorenzo Valley that is coordinated with the regional bicycle and pedestrian infrastructure and other transportation modes	Phone calls, emails and meetings	06/30/14
9	In coordination with local jurisdictions and other public agency partners complete the master plan for the Monterey Bay Sanctuary Scenic Trail (MBSST) Network and develop the draft EIR to analyze potential environmental impacts and offer appropriate mitigations.	Final master plan and environmental document for trail network	11/30/14

WORK ELEMENT NUMBER 615

Bicycle and Pedestrian Projects and Programs

Agency: SCCRTC

Project Manager: Cory Caletti, Bicycle Coordinator
 Karena Pushnik, Senior Transportation Planner

Total Budget: \$397,524

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2013-2014

EXPENDITURES			REVENUE		
Category	Amount (\$)	Change	Source	Amount (\$)	Change
Personnel	26,500	0	RSTP Exchange	81,024	0
Contractual	371,024	0	New Freedom Gran	165,000	0
Other		0	Local	151,500	0
TOTAL	397,524	0	TOTAL	397,524	0
			% Federal	0%	

Project Description

The objective of this program is to encourage a safer bicycle and pedestrian transportation network through the funding, support and implementation of bicycle and pedestrian safety and education programs and projects working in partnership with the Community Traffic Safety Coalitions, Bike to Work, partner agencies, the local jurisdictions, the business community and the community at large.

Project Product(s)

Improved awareness and expanded bicycle and pedestrian transportation alternatives.

Federally Eligible Tasks

Proposed Expenditure of Federal Funding (PL/FTA 5303)

Coordinate and advance bicycle and pedestrian projects and programs in Santa Cruz County

0%

Previous Accomplishments

In FY 2010-11, the SCCRTC secured a New Freedom Grant to implement pedestrian improvements to transit identified through the work with Pedestrian Safety Work Group. SCCRTC also produced a draft bicycle signage plan with the assistance of an intern. In 2010, working with the Elderly and Disabled Transportation Advisory Committee's Pedestrian Safety work Group, the SCCRTC produced a report titled "Improving the Safety and Accessibility of Sidewalks in Santa Cruz County" funded in part by an Environmental Justice Planning Grant. In FY 2012-13 the RTC completed Phase III of the bicycle parking subsidy program.

Task	Description	Deliverables	Completion Date
1	Continue financial support of the Bike to Work/School program, and the Community Traffic Safety Coalition (CTSC)	Bike week 2013	06/30/14
2	Continue funding and promoting bilingual bicycle and pedestrian safety education program (Ride N' Stride) at schools	Approved allocations	06/30/14
3	Investigate methods to reduce vehicle travel by expanding and enhancing bicycle and pedestrian travel	Expanded bike and ped facilities	06/30/14
4	Continue to compile and update digitized bikeway information to be provided to the public as a roadway layer through the County's GIS webpage	Digitized map information	06/30/14

5	Continue outreach and administration of Bicycle Hazard and Pedestrian Access Reports to identify network deficiencies	Completed reports	06/30/14
6	Continue working with the Pedestrian Safety Task Force to implement the findings of the report "Improving Safety and Accessibility of Sidewalks in Santa Cruz County"	Improvements to sidewalks	06/30/14
7	Work with the Pedestrian Safety Work Group and local jurisdictions to make pedestrian facility improvements with funds secured through a New Freedom Grant	Pedestrian facility improvements	06/30/14
8	Implement a Bicycle Route Signage system through coordination with local jurisdictions, bicycle advocates and community members. Identify routes and seek funding.	Bike route signage plan	06/30/14
9	Implement, promote and seek funding for the Bikes Secure bicycle parking subsidy program	Bike rack applications and rack installations	06/30/14
10	Continue updating and distributing the Santa Cruz County Bikeways Map	Updated bikeways map	06/30/14

WORK ELEMENT NUMBER 621

Elderly & Disabled & Americans with Disabilities Act

Agency: SCCRTC

Project Manager: Karena Pushnik, Senior Transportation Planner

Total Budget:

\$50,959

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2013-2014

EXPENDITURES

REVENUE

Category	Amount (\$)	Change	Source	Amount (\$)	Change
Personnel	50,959	0	State RPA	44,584	0
			Local	6,375	0
TOTAL	50,959	0	TOTAL	50,959	0
			% Federal	0%	

Project Description

To plan and coordinate the delivery of transportation services to the elderly and persons with disabilities, and to achieve economies of scale among human service and transportation agencies. Additionally, this work element identifies the transportation needs of traditionally underserved groups (elderly, persons with disabilities, persons of color, and low-income) and assesses the adequacy of the transportation system to meet those needs.

Project Product(s)

Agenda packets and minutes of the Elderly and Disabled Transportation Advisory Committee

Inclusion of transportation needs of elderly and disabled into transportation planning and programming efforts and documents

Federally Eligible Task

Proposed Expenditure of Federal Funding (PL/FTA 5303)

Administer and conduct Elderly and Disabled Transportation Advisory Committee meetings

0%

Previous Accomplishments

SCCRTC worked with AMBAG and other regional and local partner agencies to produce the SAFETEA-LU required Coordinated Public Transit Human Services Transportation Plan. The SCCRTC Elderly and Disabled Transportation Advisory Committee established the Pedestrian Safety Work Group to work on accessible pedestrian planning. SCCRTC holds E&D Transportation Advisory Committee meetings regularly to coordinate with public transit operators and social service providers. In FY 2011-12, the RTC completed a report title "Safe Paths of Travel: Projects, Results and Continuing Efforts" funded by and Environmental Justice Planning Grant through the California Department of Transportation.

Step	Description	Deliverables	Completion Date
1	Provide staff support to the E&D Transportation Advisory Committee	Agenda, agenda packet and minutes	06/30/14
2	Implement the accessible pedestrian planning program through the Pedestrian Safety Work Group (subcommittee)	Annual report summarizing activities	06/30/14

3	Continue to coordinate with local public, private, and non-profit entities involved in providing specialized transportation, including Community Bridges, the Volunteer Center, SCMTD and its Metro Advisory Committee (MAC)	Phone calls, meetings, reports and presentations	06/30/14
4	Work with the E&D Transportation Advisory Committee to conduct outreach to the elderly, disabled and low income communities in the region on transportation needs to be included in RTP, MTP, RTIP and FTIP.	Public meetings, outreach materials, reports and presentations	06/30/14
5	Update the Guide for Specialized Transportation and provide other public information materials on transportation planning and programming for specialized transportation	Updated public information materials	06/30/14
6	Work to ensure that transportation planning and programming at all levels in the region consider and incorporate the needs of the elderly, disabled and low income communities	Improved planning and programming documents	06/30/14

WORK ELEMENT NUMBER 622

Transportation Planning for the Region

Agency: SCCRTC

Project Manager: Grace Blakeslee, Senior Transportation Planner

Total Budget:

\$302,950

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2013-2014

EXPENDITURES			REVENUE		
Category	Amount (\$)	Change	Source	Amount (\$)	Change
Personnel	233,450	0	FHWA PL	50,000	0
Contractual	57,500	0	RPA	80,021	0
Other	12,000	0	STIP PPM	23,033	0
			Local	149,896	0
TOTAL	302,950	0	TOTAL	302,950	0
			% Federal	17%	

Note: Contractual work under this work element is for the production of the required environmental document for the metropolitan and regional transportation plans

Project Description

The focus of this work element is implementation of the existing transportation plans for the region, preparation of the 2014 Metropolitan Transportation Plan (MTP) for the three-county AMBAG region and ensuring the relevant components of the 2014 MTP are incorporated into the 2014 RTP and other planning documents within the region. Additionally, rules regarding regional transportation planning established by the federal transportation acts (SAFETEA-LU and MAP-21), will continue to be implemented. This work element also includes working with local jurisdictions to ensure that regional transportation policies and projects are included in local jurisdiction planning activities. Staff will also continue work on incorporating sustainability into all transportation planning documents and activities for the region.

Project Product(s)

2014 Metropolitan Transportation Plan (MTP) and updates
 Environmental review of 2014 MTP

Federally Eligible Task

Proposed Expenditure of Federal Funding (PL/FTA 5303)

Update the Metropolitan Transportation Plan (MTP) to produce a 2014 MTP

17%

Previous Accomplishments

In FY 2012-13 SCCRTC worked with AMBAG and regional partners to produce various components for the 2014 MTP including goals, policies and a project list through a public process that included sustainability considerations and significant outreach to the entire community. SCCRTC also worked with AMBAG and other regional partners to initiate the environmental review for the 2014 MTP.

Task	Description	Deliverable	Completion Date
1	Work with other entities in the region on long-range transportation planning activities within the region, including timelines, public participation efforts, updated project costs and revenue estimates, environmental documentation, and other efforts that may produce economies of scale in the production of the 2014 MTP	Components of 2014 MTP and RTP	06/30/14

2	Work with AMBAG, local jurisdictions, the public and other entities in the region to finalize the goals and policies for the Santa Cruz County sections of the 2014 MTP employing sustainability analysis and public outreach strategies that include bilingual outreach and public meetings	Public outreach and other materials and final goals and policies for the 2014 MTP and RTP	09/30/13
3	Work with AMBAG, local jurisdictions, the public and other entities in the region to finalize the investment program for the Santa Cruz County sections of the 2014 MTP employing sustainability analysis and public outreach strategies that include bilingual outreach and public meetings	Public outreach and other materials and final investment program for MTP and RTP	10/31/13
4	Work with AMBAG, local jurisdictions, the public and other entities in the region to finalize the financial element for the Santa Cruz County sections of the 2014 MTP employing public outreach strategies that include bilingual outreach and public meetings	Public outreach and other materials and draft financial element for MTP and RTP	11/15/13
5	Implement a comprehensive public participation and outreach program for production and completion of the various components of the 2014 MTP that includes public workshops, public meetings, printed materials, web site information, public surveying, segments of the Transportation Cafe television program, bilingual outreach, Facebook posts, media releases, radio, etc.	Outreach materials, surveys, questionnaires, community TV program, and internet content, including Spanish materials	06/30/14
6	Continue to work with AMBAG, Caltrans and local agencies to implement the <i>Metropolitan Transportation Plan's</i> projects and policies through the various planning and capital improvement programming actions	Programming documents that reflect MTP and RTP policies	06/30/14
7	Identify and document transportation facilities, projects and services required to meet regional and interregional mobility and access needs consistent with the Metropolitan Transportation Plan	Phone calls, emails, meetings, outreach materials	06/30/14
8	Work with local jurisdictions, Caltrans, AMBAG, the Metropolitan Transportation Commission, and the Transportation Agency for Monterey County (TAMC) on long-range transportation planning activities in our region consistent with the Metropolitan Transportation Plan	Integrated transportation planning across region	06/30/14
9	Work to develop potential new transportation revenues to help meet continuously increasing funding shortfalls listed in the MTP and that will help to implement the MTP	Analysis of revenue options	06/30/14
10	Work with Caltrans and AMBAG on implementing regional planning requirements enacted through the federal transportation acts	Planning documents consistent with federal requirements	06/30/14
11	Apply the Sustainable Transportation Analysis and Rating System (STARS) process to the development of the 2014 MTP sections for Santa Cruz County to ensure a more sustainable 2014 MTP	STARS analysis of MTP and RTP	06/30/14
12	Ensure that relevant goals, policies, projects, funding and other elements of the MTP are incorporated into other planning documents within the region such as the RTP, general plans, etc. to ensure that all other planning documents that include transportation are consistent with the MTP.	Planning documents consistent with MTP and RTP	07/01/14
13	Ensure that projects proposed for federal, state or local funding are consistent with the MTP	Programming documents consistent with MTP and RTP	06/30/14

WORK ELEMENT NUMBER 641

Transportation Improvement Programs (TIP)

Agency: SCCRTC

Project Manager: Rachel Moriconi, Senior Transportation Planner

Total Budget:

\$238,173

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2013-2014

EXPENDITURES

REVENUE

Category	Amount (\$)	Change	Source	Amount (\$)	Change
Personnel	188,173	0	FHWA PL	10,000	0
Contractual	50,000	0	State RPA	16,933	0
Other		0	STIP PP&M	100,504	0
Contingency	0	0	Local	110,736	0
TOTAL	238,173	0	TOTAL	238,173	0
			% Federal	4%	

Note: FHWA PL and RPA funds are not used for the administration of capital programs included in Steps 13 -17 below

Note: Contractual work under this work element is paid for by local funds and is for assistance with the analysis of programming criteria or potential development of funding sources

Project Description

Administer and monitor federal aid funding programs whose projects are included in the federal transportation improvement program, including programs identified in MAP-21 such as the Regional Surface Transportation Program (RSTP), Transportation Alternatives Program (TAP), Highway Safety Improvement Program (HSIP) and State Transportation Improvement Program (STIP). This includes the production, maintenance and amendments of programming documents required for federally funded and regionally significant projects. The work also includes assisting project sponsors with compliance of requirements to receive the funds and deliver the federally funded and regionally significant projects. This work element also includes leveraging the federal funds to secure any required match and funding from other sources to deliver as many regionally significant transportation projects as possible. Produce and implement the Regional Transportation Improvement Program (RTIP) to secure State Transportation Improvement Program (STIP) funds for federally funded and regionally significant projects to ensure delivery of as many regionally significant projects as possible that are included in the Metropolitan Transportation Plan (MTP) and the Metropolitan Transportation Improvement Program (MTIP). Work with regional and state partners on appropriate implementation of the federal transportation act, MAP-21, in California.

Project Product(s)

FY 2012/13 to FY 2015/16 Metropolitan Transportation Improvement Program (MTIP) and amendments
 Funding applications and decisions for Regional Surface Transportation Program (RSTP)
 Amendments to the 2012 Regional Transportation Improvement Program and State Transportation Improvement Program
 Development of the 2014 Regional Transportation Improvement Program (RTIP) and 2014 State Transportation Improvement Program (STIP)
 Development of the Transportation Alternatives Program (TAP) and Active Transportation Program

Federally Eligible Task

Proposed Expenditure of Federal Funding (PL)

Production and maintenance of the MTIP and other programming documents to secure funding and delivery of federally funded and regionally significant projects.

4%

Implementation, administration and monitoring of federal aid funding programs

Previous Accomplishments

In FY 2012-13 SCCRTC programmed Regional Surface Transportation Program (RSTP) funds for projects on federal-aid routes and regionally significant projects. SCCRTC also assisted project sponsors in delivering federally funded projects.

Task	Description	Deliverables	Completion Date
1	Initiate preparation of the 2014 Regional Transportation Improvement Program (RTIP) to ensure full funding and delivery of projects in the MTP and MTIP	Initial materials and timeline	08/31/13
2	Prepare application and programming process for the Regional Surface Transportation Program (RSTP) and State Transportation Improvement Program (STIP)	Application and timeline	08/31/13
3	Solicit and receive projects for the Regional Surface Transportation Program (RSTP) and State Transportation Improvement Program (STIP)	Funding applications	10/01/13
4	Review and rate projects for RTIP and STIP; produce draft programming recommendations and program funds	Recommendations and staff reports and materials	10/15/13
5	Work with AMBAG to Prepare amendments to the MTIP and any supporting programming documents such as the RTIP and STIP as needed	Materials for MTIP amendments	06/30/14
6	Coordinate with AMBAG, Caltrans and other entities as needed on all Federal Transportation Improvement Program (FTIP) amendments and amendments of other programming documents such as the Regional Transportation Improvement and the State Transportation Improvement Program (STIP) that impact the FTIP	FTIP amendments	06/30/14
7	Conduct planning and project activities (including corridor studies, and other transportation planning studies) to identify and develop candidate projects for the Federal Transportation Improvement Program (FTIP)	Planning studies	06/30/14
8	Monitor the state and federal transportation budgets and work with Caltrans and the California Transportation Commission on obtaining funding for federally funded and regionally significant projects included in the FTIP, STIP and RTIP	State and federal transportation budget information materials and reports	06/30/14
9	Monitor federal actions with regard to federal transportation act reauthorization, extensions and appropriations to ensure full funding and delivery of projects in the MTP and MTIP	Materials and reports, teleconferences phone calls	06/30/14
10	Program funds for projects through federal and state funding programs that provide funding for regionally significant projects included in the MTIP such as the State Transportation Improvement Program (STIP) and the Regional Surface Transportation Program (RSTP)	Transportation improvement program documents	06/30/14
11	Monitor the implementation of RSTP, CMAQ, STIP, STIP TE, HSIP, and HBR-funded projects, with an emphasis on project delivery, timely use of funds and compliance with all Federal and state laws and California Transportation Commission guidelines to ensure delivery of federally funded and regionally significant projects	Communications with project sponsors	06/30/14
12	To streamline delivery of qualifying and approved regionally significant projects, exchange federal RSTP funds for State funds through the State's RSTP Exchange program	Reports, resolutions, and agreements	06/30/14
13	Assist local agencies in filing and monitoring funding allocation requests to deliver regionally significant projects	Allocation requests	06/30/14
14	Work with AMBAG and Caltrans to monitor both major and minor state highway projects and to fulfill project monitoring and project delivery responsibilities	Communications with partner agencies	06/30/14
15	Work with AMBAG, our counterpart regional agencies, Caltrans and the California Transportation Commission (CTC) on the development of implementation policies and procedures for federal and state funding programs	Improved funding procedures	06/30/14
16	Prepare state and federally-mandated information and reports for AMBAG, Caltrans, FHWA, and the CTC	Reports	06/30/14

17	Monitor development of performance measures as part of MAP-21 implementation to maximize efficiency of implementation of the MTP and MTIP	Reports, communications with state and federal agencies	06/30/14
18	Implement a comprehensive public participation and outreach program for production of the various programming documents and funding decisions that includes public workshops, public meetings, printed materials, web site information, public surveying, segments of the Transportation Cafe television program, bilingual outreach, social media, media releases,	Outreach materials including materials in Spanish and to traditionally underrepresented communities	06/30/14
19	Work with Caltrans and regional partners to produce the Transportation Alternatives Program (TAP) and Active Transportation Program (ATP) consistent with MAP-21	TAP and ATP	06/30/14



WORK ELEMENT NUMBER 682**Rail/Trail Authority (SCCRTC)**

Agency: SCCRTC

Project Manager: Luis Mendez, SCCRTC

Total Budget:

\$5,535,000

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2013-2014**EXPENDITURES****REVENUE**

Category	Amount (\$)	Change	Source	Amount (\$)	Change
Personnel	180,000	0	STIP	5,240,000	0
Construction	5,225,000	0	Local	160,000	0
Services & Supplies	100,000	0	Reserves	135,000	0
Contingency	30,000	0			
TOTAL	5,535,000	0	TOTAL	5,535,000	0

Project Description

This work element involves management and development of the Santa Cruz Branch Rail Line right-of-way and planning for improved future uses. The Regional Transportation Commission is also planning to institute recreational passenger rail service. The possibility of potential bicycle and pedestrian paths using the right-of way adjacent to the rail line is shown within the Bicycle/Pedestrian Planning Work Element.

Project Product(s)

SCCRTC meeting materials; Implementation plan for recreational rail service; Agreements with operators; leases

Other Task (nonfederal)

Ownership and management of Santa Cruz Branch Rail Line right-of-way and its operation

Previous Accomplishments

In FY 2012-13, the SCCRTC completed the purchase of the Santa Cruz Branch Rail Line from Union Pacific and selected Santa Cruz & Monterey Bay Railway (a company of Iowa Pacific Holdings) to operate freight and passenger service. Working with SCCRTC and the community, SC&MB Railway initiated a tourist train service for the Christmas holiday period.

Task	Description	Deliverables	Completion Date
1	Establish contracts and systems to effectively, efficiently and reliably operate the freight service, maintain the rail line and manage the ownership of the property	Service contracts, leases, property management policies	06/30/14
2	Investigate lease possibilities, update old leases and secure new leases	Updated leases	06/30/14
3	Coordinate operation of the Santa Cruz Branch Rail Line, including current and future uses, with operators, shippers, partner agencies and local jurisdictions	Operation agreements	06/30/14

4	Work with rail service operators on the development of additional recreational rail service between Santa Cruz and Davenport	Rail service plan and implementation	06/30/14
5	Seek planning grants funds for the production of feasibility studies and implementation plans for various types of passenger and transit service on the Santa Cruz Branch Rail Line	Grant applications	06/30/14
6	Guide consultant and contractor work on the rehabilitation of structures of the Santa Cruz Branch Rail Line and other improvements in cooperation with SC&MB Railway	Meetings, agendas, minutes, phone calls	06/30/14
7	Seek funding for other necessary improvements to the Santa Cruz Branch Rail Line in cooperation with SC&MB Railway and other regional partners	Funding applications and requests	06/30/14
8	Continue to work with the Transportation Agency for Monterey County, the Coast Rail Coordinating Council, Caltrain, AMTRAK and Caltrans Division of Rail to support the establishment of a rail station at the Pajaro station for any new or expanded rail passenger service on the coast mainline	Meetings, phone calls, email, reports, presentations	06/30/14

WORK ELEMENT NUMBER 683

Highway and Roadway Planning (SCCRTC)

Agency: SCCRTC

Project Manager: Rachel Moriconi, Senior Transportation Planner

Total Budget: \$74,000

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2013-2014

EXPENDITURES			REVENUE		
Category	Amount (\$)	Change	Source	Amount (\$)	Change
Personnel	74,000	0	State RPA	54,287	0
Other		0	Local	19,713	
TOTAL	74,000	0	TOTAL	74,000	0
			% Federal	0%	

Project Description

This work element is for the planning work necessary to maintain and improve the roadway and highway system. The work includes participation and coordination with Caltrans on the State Highway Operations and Protection program and any other planning documents and efforts to improve the operation and safety of the state highway system. The work also includes participation with local jurisdictions and other partner agencies in their planning efforts for an improve the operation and safety of the highway and roadway system and intersections of the system.

Project Product(s)

- Project concept report for Highway in the north coast
- Highway 17 corridor study
- Soquel Drive corridor plan
- Improved operation, safety and mobility on the region's highway and roadway system

Federally Eligible Task

Proposed Expenditure of Federal Funding (PL/FTA 5303)

Work with Caltrans and local jurisdictions and other entities on planning for improved roadways and highways

0%

Task	Description	Deliverables	Completion Dates
1	Work with Caltrans and local agencies on the development of the State Highway Operation and Protection Program (SHOPP) to ensure that well in advance of its drafting the regional and interregional safety and mobility needs of the Santa Cruz County highway system are considered for inclusion in the draft document. This includes discussion with Caltrans at quarterly meetings and with the Interagency Technical Advisory Committee.	Communications with partner agencies and information materials	06/30/14
2	Work with local jurisdictions on preparation and update of a regional and local roads assessment to establish roadway funding needs and priorities for inclusion in programming documents.	Local and regional roads assessment and updates	06/30/14

3	Work with the County of Santa Cruz on the Soquel Drive Corridor plan and ensure inclusion of sustainability principles, complete streets strategies as required by AB 1358 and land use and transportation coordination and identify needs and priorities for inclusion in programming documents.	Meetings, communications, Soquel Drive Corridor Plan	06/30/14
4	Prepare public information materials for identified highway and roadway needs and priorities to communicate to decision makers and the public the need for funding these priorities.	Public information materials, reports and presentations	06/30/14
5	Work with Caltrans, the CHP and other transportation partners through the Traffic Operation Systems (TOS) Oversight Committee and Safe on 17 Task Force to identify safety, mobility and operations needs, priorities and improvements for inclusion in planning and programming documents.	Communications with partner agencies and meetings	06/30/14
6	Work with Caltrans, the CHP, County Public Works and the community to produce a Highway 17 corridor study	Public outreach materials and Highway 17 corridor study	06/30/14
7	Work with Caltrans, resource agencies and local partners to produce a project concept report for Highway 1 in the north coast	Meetings, communications, project concept report	06/30/14

WORK ELEMENT NUMBER 684

Highway 1 Projects (SCCRTC)

Agency: SCCRTC

Project Manager: Kim Shultz Senior Transportation Planner

Total Budget:

\$3,291,248

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2013-2014

EXPENDITURES

REVENUE

Agency	Amount (\$)	Change	Source	Amount (\$)	Change
Personnel	275,000	0	RSTP Exchange	981,248	0
Other	2,805,000	0	STIP	317,729	0
Contingencies	211,248	0	CMIA	1,992,271	0
TOTAL	3,291,248	0	TOTAL	3,291,248	0
			% Federal	0%	

Project Description

SCCRTC is responsible for tasks including the implementation of the Project Approval/ Environmental Documents (PA/ED) phase for the Highway 1 HOV Lanes project which will produce a tiered environmental document with project level environmental review for auxiliary lanes between 41st Avenue and Soquel Drive and a bicycle and pedestrian overcrossing at Chanticleer. SCCRTC is also responsible for the construction of the Highway 1 Soquel-Morrissey Auxiliary Lanes project.

Project Product(s)

Tiered environmental documents for the Highway 1 HOV Lanes project and with project level analysis for the Highway 1 41st-Soquel Auxiliary Lanes project
 Construction of the Highway 1 Soquel to Morrissey Auxiliary Lanes project

Other Task

Project Approval/ Environmental Documents (PA/ED) for the Highway 1 HOV Lanes project and the Highway 1 41st-Soquel Auxiliary Lanes project

Task	Description	Deliverables	Completion Date
1	Guide the consultant work, in cooperation with the Project Development Team, Caltrans, local, and regional agencies on the completion of the tiered environmental documents for the Highway 1 HOV Lanes project and 41st to Soquel auxiliary lanes	Meetings, agendas, minutes	06/30/14
2	Guide the consultant work with the Project Development Team, Caltrans, local, and regional agencies, on the construction of the Highway 1 Soquel-Morrissey Auxiliary Lanes project	Meetings, agendas, minutes	09/30/13
3	Participate in the Project Development Team (PDT) oversight	Communication with team members	06/30/14

4	Coordinate with Caltrans and the consultant team to meet all funding and project reporting requirements including those of the Corridor Mobility Improvement Account (CMIA).	Reports, invoices	06/30/14
5	Implement public outreach plans for the environmental documents project and construction project including outreach to traditionally underrepresented communities	Public meetings, outreach materials in English and Spanish	06/30/14
6	Coordinate public outreach efforts with other RTC projects and other local and regional agencies, and respond to concerns from residents and businesses	Coordinated outreach, responses to public	06/30/14
7	Complete necessary agreements to manage and construct the Highway 1 Soquel-Morrissey Auxiliary Lanes project and ensure adequate as-built plans after construction is complete	Construction agreements and amendments	09/30/13