



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

**SPECIAL MEETING
AGENDA**

**Thursday, March 9, 2017
10:00 a.m.**

NOTE LOCATION THIS MONTH

RTC Office
1523 Pacific Avenue
Santa Cruz CA 95060

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

CONSENT AGENDA

4. Accept Fiscal Year (FY) 2016-17 first and second quarters warrants and monthly credit card reports
5. Accept information on the Fiscal Year (FY) 2016-17 Indirect Cost Allocation Plan

REGULAR AGENDA

6. Measure D Allocations to Recipient Agencies
(*Rachel Moriconi, Senior Transportation Planner*)
 - a. Staff report
 - b. Measure D 5-Year Apportionment Estimates
 - c. Draft Master Fund Agreement
 - d. Draft Implementation Guidelines
 - e. Draft "5-Year Program of Projects" report template
7. Amendments to the Fiscal Year (FY) 2016-17 Budget and Work Program
(*Luis Mendez, Deputy Director*)
 - a. Staff report
 - b. FY2016-17 budget pages with proposed amendments

8. Fiscal Year (FY) 2017-18 proposed budget
(Luis Mendez, Deputy Director)
 - a. Staff report
 - b. Draft Proposed FY2017-18 budget
 - c. Actual and Estimated Transportation Development Act (TDA) Revenues
 - d. Increase requests from Bike to Work and Community Traffic Safety Coalition
 - e. Measure D apportionment estimates
9. Adjournment

The next Budget and Administration/Personnel Committee meeting is scheduled for Thursday, April 13, 2017 at 3:00 p.m. in the CAO's Conference Room, 701 Ocean St. 5th floor, Santa Cruz CA

HOW TO REACH US

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

*Watsonville Office
275 Main Street, Suite 450, Watsonville. CA 95076
(831) 460-3205
email: info@sccrtc.org / website: www.sccrtc.org*

HOW TO STAY INFORMED ABOUT RTC MEETINGS, AGENDAS & NEWS

Broadcasts: *Many of the meetings are broadcast live. Meetings are cablecast by Community Television of Santa Cruz. Community TV's channels and schedule can be found online (www.communitytv.org) or by calling (831) 425-8848.*

Agenda packets: *Complete agenda packets are available at the RTC office, on the RTC website (www.sccrtc.org), and at the following public libraries:*

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

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

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HOW TO REQUEST

ACCOMMODATIONS FOR PEOPLE WITH DISABILITIES

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SERVICIOS DE TRADUCCIÓN/ TRANSLATION SERVICES

Si gusta estar presente o participar en esta junta de la Comisión Regional de Transporte del Condado de Santa Cruz y necesita información o servicios de traducción al español por favor llame por lo menos con tres días laborables de anticipo al (831) 460-3200 para hacer los arreglos necesarios. (Spanish language translation is available on an as needed basis.) Please make advance arrangements (at least three days in advance) by calling (831) 460-3200.

TITLE VI NOTICE TO BENEFICIARIES

The RTC operates its programs and services without regard to race, color and national origin in accordance with Title VI of the Civil Rights Act. Any person believing to have been aggrieved by the RTC under Title VI may file a complaint with RTC by contacting the RTC at (831) 460-3212 or 1523 Pacific Avenue, Santa Cruz, CA 95060 or online at www.sccrtc.org. A complaint may also be filed directly with the Federal Transit Administration to the Office of Civil Rights, Attention: Title VI Program Coordinator, East Building, 5th Floor-TCR, 1200 New Jersey Ave., SE, Washington, DC 20590.

AVISO A BENEFICIARIOS SOBRE EL TITULO VI

La RTC conduce sus programas y otorga sus servicios sin considerar raza, color u origen nacional de acuerdo al Titulo VI del Acta Sobre los Derechos Civiles. Cualquier persona que cree haber sido ofendida por la RTC bajo el Titulo VI puede entregar queja con la RTC comunicándose al (831) 460-3212 o 1523 Pacific Avenue, Santa Cruz, CA 95060 o en línea al www.sccrtc.org. También se puede quejar directamente con la Administración Federal de Transporte en la Oficina de Derechos Civiles, Atención: Coordinador del Programa Titulo VI, East Building, 5th Floor-TCR, 1200 New Jersey Avenue, SE, Washington, DC 20590.

AGENDA: March 9, 2017

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 FY 2016/17 first and second quarters 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 1A - 1B) cover the periods from July 1, 2016 to December 31, 2016 (1st and 2nd quarters of FY 2016/17). The warrant payments increased by \$236,932 in the first quarter when compared to \$1,033,378 fourth quarter's purchases. There is a minor variation in warrant level at \$1,270,310 and \$1,292,792 respectively in the first and the second quarter.

The major recurring vendors in the reporting period include CalPERS, City of Santa Cruz for TDA payments, Ladd's Towing, and Santa Cruz County Bank for the bi-weekly payroll wire transfers. A new vendor in the second quarter is the Department of Transportation (DOT) for the local share payment toward the Rail/Trail project. The RTC employees' vendor numbers start with E67; and the payments are reimbursement of travel expenses and medical expenses (URM) for those who participate in the flexible spending program.

The credit card purchases, which are presented in Attachments 3-4, had decreased to \$5,593 in the first quarter of FY2017 from \$7,525 in last reported fourth quarter of FY2016, but they more than doubled in the second quarter at \$13,892. The sharp increase in the second quarter is largely due to purchases of ergonomic equipment (\$2,740) and computers/monitors (\$3,985).

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 July 1, 2016 to December 31, 2016 have been completed. Staff recommends acceptance of these reports.

Attachments:

1. Quarterly warrant report Attachment 1A-1B
2. Quarterly credit card report Attachments 2A-2B

\\Rtcserv2\internal\FISCAL\CAL-CARD\QuarterlyReport\FY2017\FY2017 Q1_2 Warrants and Credit Cards Staff Report.docx

ATTACHMENT 1A

SCCRTC
 QUARTERLY WARRANTS REPORT
 FY2017 1ST QUARTER
 (JULY 1, 2016 - SEPTEMBER 30, 2016)

	DATE POSTED	CHECK NUMBER	CHECK AMOUNT	VENDOR NUMBER	VENDOR NAME	TRANSACTION DESCRIPTION
1	7/1/2016	00212125	32,903.77	V120096	CALPERS RETIREMENT SYSTEM (CALPERS)	FY17 1003 7/16 Health Premiums
2	7/1/2016	00212145	6,713.60	V116953	RITTENHOUSE, LOUIS E	FY17 1001 July 16 Rent
3	7/1/2016	00212144	515.00	V103374	MONTEREY BAY AIR RESOURCES DISTRICT	FY17 1002 July 16 Rent
4	7/5/2016	00003883	64,310.00	V127193	SANTA CRUZ BANK	2016 PP14 RTC PAYROLL
5	7/7/2016	00212955	13,710.00	V31135	STOLL, C. PATRICK	FY17 1004 Legal Service 5/16
6	7/11/2016	00213131	1,580.14	V113899	SPECIAL DISTRICT RISK MGMT AUTHORITY	FY17 1010 July Aux Benefits
7	7/11/2016	00213057	257.42	E670010	SHULTZ, KIM	FY17 1022 URM Kim Shultz
8	7/11/2016	00213057	166.80	E670010	SHULTZ, KIM	FY17 1023 URM Kim Shultz
9	7/11/2016	00213129	5,877.67	V124045	ALLIANT INSURANCE SERVICES	FY17 1018 16-17 SDRMA WC Prem.
10	7/11/2016	00213056	55.00	V128540	SAN LORENZO VALLEY CHAMBER OF COMMERCE	FY17 1006 2016 Membership
11	7/11/2016	00213132	60.00	V129353	USER FRIENDLY COMPUTING INC	FY17 1009 E-mail Filt. 4/16
12	7/11/2016	00213132	75.00	V129353	USER FRIENDLY COMPUTING INC	FY17 1008 Mozy Pro 4/16
13	7/11/2016	00213130	208.04	V129169	PACIFIC GAS AND ELECTRIC CO	FY17 1005 5/25-6/23/16 Service
14	7/12/2016	00213282	1,712.50	V16009	SANTA CRUZ CITY SIGNS	FY17 1011 Corridor Signs
15	7/12/2016	00213294	1,500.00	V129353	USER FRIENDLY COMPUTING INC	FY17 1007 Maint 4/16
16	7/14/2016	00213378	11,503.27	V117159	LADDS TOWING	FY17 1020 Beat1 Hwy 17 6/16
17	7/14/2016	00213378	12,598.28	V117159	LADDS TOWING	FY17 1021 Beat2 Hwy1 6/16
18	7/14/2016	00213381	144.00	V129729	THE MAYNARD GROUP INC	FY17 1013 Serv. Maint. 7/16
19	7/14/2016	00213375	59.00	V106571	BARITEAUS DRY CLEANING INC	FY17 1019 Services 6/16
20	7/14/2016	00213380	105.00	V12521	SANTA CRUZ RECORDS MGMT INC	FY17 1015 Storage 7/16
21	7/14/2016	00213377	372.10	V129185	CLEAN BUILDING MAINTENANCE COMPANY	FY17 1016 Services 6/16
22	7/14/2016	00213379	144.00	V128472	ROTARY CLUB OF FREEDOM/FREEDOM ROTARY FOUNDATION	FY17 1012 FY2017 Q1 Dues
23	7/14/2016	00213376	3,500.00	V128519	CAPITAL EDGE ADVOCACY INC	FY17 1017 July Services
24	7/18/2016	00213650	112.70	V127450	CDSNET LLC	FY17 1037 Answering Serv 6/16
25	7/18/2016	00213593	68.67	V11188	VERIZON WIRELESS	FY17 1024 Services 5/17-6/16
26	7/18/2016	00213777	38.01	V11188	VERIZON WIRELESS	FY17 1024 Services 5/17-6/16
27	7/18/2016	00213777	2.65	V11188	VERIZON WIRELESS	FY17 1024 Services 5/17-6/16
28	7/18/2016	00213777	38.38	V11188	VERIZON WIRELESS	FY17 1024 Services 5/17-6/16
29	7/18/2016	00213777	14.41	V11188	VERIZON WIRELESS	FY17 1024 Services 5/17-6/16
30	7/18/2016	00213777	0.22	V11188	VERIZON WIRELESS	FY17 1024 Services 5/17-6/16
31	7/18/2016	00213656	30.00	V14782	US BANK OFFICE EQUIPMENT FINANCE SERVICES	FY17 CC01 FSP Data Collection
32	7/18/2016	00213773	230,426.00	V110467	CITY OF SANTA CRUZ	FY17 1031 Comm Bridges TDA Q1
33	7/18/2016	00213772	78,376.00	V110467	CITY OF SANTA CRUZ	FY17 1030 Volunteer Center TDA
34	7/18/2016	00213775	1,600.00	V115712	SMITH, JIMMY H	FY17 1027 Veg Removal Rankin-B
35	7/18/2016	00213656	20.00	V14782	US BANK OFFICE EQUIPMENT FINANCE SERVICES	FY17 CC01 L2G SC Metro 5/31/16
36	7/18/2016	00213774	114.49	V129728	DYNAMIC PRESS	FY17 1032 Ped & Motorist Broch
37	7/18/2016	00213656	1,390.00	V14782	US BANK OFFICE EQUIPMENT FINANCE SERVICES	FY17 CC01 Software - MBSST

	DATE POSTED	CHECK NUMBER	CHECK AMOUNT	VENDOR NUMBER	VENDOR NAME	TRANSACTION DESCRIPTION
38	7/18/2016	00213654	500.00	V126191	SANTA CRUZ SENTINEL	FY17 1028 Web Ad - Web Banner
39	7/18/2016	00213653	125.33	V126191	SANTA CRUZ SENTINEL	FY17 1033 Ad 6/6/16 *3513917*
40	7/18/2016	00213652	329.00	V104107	REGISTER PAJARONIAN	FY17 1026 *273638* Ad 6/4
41	7/18/2016	00213707	350.00	V104107	REGISTER PAJARONIAN	FY17 1026 *273688* Ad 6/7/2016
42	7/18/2016	00213656	257.00	V14782	US BANK OFFICE EQUIPMENT FINANCE SERVICES	FY17 CC01 Mtg Rm Rental - TRIP
43	7/18/2016	00213777	38.01	V11188	VERIZON WIRELESS	FY17 1024 Services 5/17-6/16
44	7/18/2016	00213777	38.01	V11188	VERIZON WIRELESS	FY17 1024 Services 5/17-6/16
45	7/18/2016	00213656	72.00	V14782	US BANK OFFICE EQUIPMENT FINANCE SERVICES	FY17 CC01 Aut Road Asst Renew
46	7/18/2016	00213655	217.28	V129729	THE MAYNARD GROUP INC	FY17 1014 7/16 EMVS Service
47	7/18/2016	00213649	66,039.00	V119998	CALPERS	FY17 1036 AUUL ID #3109524485
48	7/18/2016	00213656	6.00	V14782	US BANK OFFICE EQUIPMENT FINANCE SERVICES	FY CC01 Pub Works Dir Mtg -GD
49	7/18/2016	00213656	15.99	V14782	US BANK OFFICE EQUIPMENT FINANCE SERVICES	FY17 CC01 Stamp.com May-Jun 16
50	7/18/2016	00213656	417.50	V14782	US BANK OFFICE EQUIPMENT FINANCE SERVICES	FY17 CC01 Maint Renew GIS Soft
51	7/18/2016	00213651	25.43	V12280	COMCAST CABLE COMMUNICATIONS	FY17 1034 Services 7/10-8/9/16
52	7/18/2016	00213656	214.69	V14782	US BANK OFFICE EQUIPMENT FINANCE SERVICES	FY17 CC01 Office Expenses
53	7/18/2016	00213776	1,500.00	V129353	USER FRIENDLY COMPUTING INC	FY17 1035 *20160730* Maint Jul
54	7/18/2016	00213776	60.00	V129353	USER FRIENDLY COMPUTING INC	FY17 1035 *20160737* Filt 7/16
55	7/18/2016	00213776	87.50	V129353	USER FRIENDLY COMPUTING INC	FY17 1035 *20160715* 175GB Jul
56	7/18/2016	00213592	72.09	V14782	US BANK OFFICE EQUIPMENT FINANCE SERVICES	FY17 CC01 Seminar/Forum
57	7/18/2016	00213592	757.26	V14782	US BANK OFFICE EQUIPMENT FINANCE SERVICES	FY17 CC01 Ergo Office Chair
58	7/18/2016	00213656	34.46	V14782	US BANK OFFICE EQUIPMENT FINANCE SERVICES	FY17 CC01 Refuel RTC Prius
59	7/18/2016	00213656	68.00	V14782	US BANK OFFICE EQUIPMENT FINANCE SERVICES	FY17 CC01 Transp CDC-G Dondero
60	7/18/2016	00213771	2,000.00	V115680	ASSOCIATION OF MONTEREY BAY AREA GOVTS	FY17 1029 FY2017 RCTF SCCRTC
61	7/18/2016	00213656	176.46	V14782	US BANK OFFICE EQUIPMENT FINANCE SERVICES	FY17 CC01 Refreshment/Late fee
62	7/19/2016	00214283	30.00	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC01 FSP Data Collection
63	7/19/2016	00214135	41.90	E670015	DONDERO II, GEORGE A	MAY-JUNE 2016
64	7/19/2016	00214283	20.00	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC01 L2G SC Metro 5/31/16
65	7/19/2016	00214135	16.87	E670015	DONDERO II, GEORGE A	MAY-JUNE 2016
66	7/19/2016	00214283	1,390.00	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC01 Software - MBSST
67	7/19/2016	00214135	6.48	E670015	DONDERO II, GEORGE A	MAY-JUNE 2016
68	7/19/2016	00214283	34.46	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC01 Refuel RTC Prius
69	7/19/2016	00214141	109.75	E670004	MORICONI, RACHEL	CTC-RTPA MEETING-MAY 2016
70	7/19/2016	00214141	95.00	E670004	MORICONI, RACHEL	CTC-RTPA MEETING-MAY 2016
71	7/19/2016	00214283	257.00	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC01 Mtg Rm Rental - TRIP
72	7/19/2016	00003906	65,410.00	V127193	SANTA CRUZ BANK	2016 PP15 RTC PAYROLL
73	7/19/2016	00214283	72.00	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC01 Aut Road Asst Renew
74	7/19/2016	00214283	15.99	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC01 Stamp.com May-Jun 16
75	7/19/2016	00214283	417.50	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC01 Maint Renew GIS Soft
76	7/19/2016	00214283	214.69	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC01 Office Expenses
77	7/19/2016	00214135	24.24	E670015	DONDERO II, GEORGE A	MAY-JUNE 2016
78	7/19/2016	00214212	72.09	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC01 Seminar/Forum
79	7/19/2016	00214212	757.26	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC01 Ergo Office Chair
80	7/19/2016	00214283	6.00	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY CC01 Pub Works Dir Mtg -GD
81	7/19/2016	00214135	50.00	E670015	DONDERO II, GEORGE A	MAY-JUNE 2016
82	7/19/2016	00214283	68.00	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC01 Transp CDC-G Dondero
83	7/19/2016	00214135	43.84	E670015	DONDERO II, GEORGE A	MAY-JUNE 2016
84	7/19/2016	00214283	176.46	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC01 Refreshment/Late fee
85	7/21/2016	00214459	3,918.98	V123408	MOORE IACOFANO & GOLTSMAN (MIG) INC	FY17 1039 Visualiz 4/1-5/31/16
86	7/28/2016	00215328	6,713.60	V116953	RITTENHOUSE, LOUIS E	FY17 1040 August 16 Rent
87	7/28/2016	00215327	515.00	V103374	MONTEREY BAY AIR RESOURCES DISTRICT	FY17 1041 August 16 Rent

	DATE POSTED	CHECK NUMBER	CHECK AMOUNT	VENDOR NUMBER	VENDOR NAME	TRANSACTION DESCRIPTION
88	8/1/2016	00215458	32,412.27	V120096	CALPERS RETIREMENT SYSTEM (CALPERS)	FY17 1045 Health Premiums 8/16
89	8/1/2016	00215459	757.29	V127177	LINCOLN NATIONAL LIFE INSURANCE COMPANY	FY17 1048 Life Ins Prem 8/16
90	8/2/2016	00003916	64,540.00	V127193	SANTA CRUZ BANK	2016 PP16 RTC PAYROLL
91	8/4/2016	00216175	497.38	V123516	AFLAC-FLEX ONE	FY 17 1049 AFLAC June
92	8/4/2016	00215958	47.00	V125845	CRYSTAL SPRINGS WATER CO	FY17 1050 401288 Water 6/16
93	8/4/2016	00216177	22.50	V125845	CRYSTAL SPRINGS WATER CO	FY17 1050 404887 Water 6/16
94	8/4/2016	00216177	6.50	V125845	CRYSTAL SPRINGS WATER CO	FY17 1050 414213 Water 6/16
95	8/4/2016	00216176	524.74	V125807	ALPHAGRAPHICS PRINTSHOPS OF THE FUTURE #558	FY17 1052 AIPha 8-16 RTC Pack
96	8/8/2016	00216293	24.78	V127809	AT&T	FY17 1047 Service 6/13 - 7/12/
97	8/8/2016	00216296	38.01	V11188	VERIZON WIRELESS	FY17 1042 Line 8312123075 6/16
98	8/8/2016	00216470	38.01	V11188	VERIZON WIRELESS	FY17 1042 Line 8312344387 6/16
99	8/8/2016	00216470	2.39	V11188	VERIZON WIRELESS	FY17 1042 Line 8312521553 6/16
100	8/8/2016	00216470	38.42	V11188	VERIZON WIRELESS	FY17 1042 Line 8312521554 6/16
101	8/8/2016	00216470	13.88	V11188	VERIZON WIRELESS	FY17 1042 Line 8312522817 6/16
102	8/8/2016	00216470	0.22	V11188	VERIZON WIRELESS	FY17 1042 Line 8312911650 6/16
103	8/8/2016	00216469	2,000.00	V129619	ROHRBOUGH, RYAN J	FY17 1046 Rohrbough's-Tree rem
104	8/8/2016	00216468	49,678.46	V127679	NOLTE ASSOCIATES INC	FY17 1038 Services 5/1-5/28/16
105	8/8/2016	00216297	66.00	V128801	WAGWORKS INC	FY17 1043 FSAM04 Admin 6/16
106	8/8/2016	00216471	50.00	V128801	WAGWORKS INC	FY17 1043 FSR04 AFLAC Flex7/16
107	8/8/2016	00216294	80.15	V124475	AT&T MOBILITY	FY17 1051 Service 5/29-6/28/16
108	8/8/2016	00216470	38.01	V11188	VERIZON WIRELESS	FY17 1042 Line 8313456441 6/16
109	8/8/2016	00216383	38.01	V11188	VERIZON WIRELESS	FY17 1042 Line 8314211516 6/16
110	8/8/2016	00216295	247.70	V13633	KONICA MINOLTA BUSINESS SOLUTION	FY17 1044 Maint 6/17 - 7/16/16
111	8/11/2016	00216990	2,290.00	V32056	MICHAEL BAKER INTERNATIONAL INC	FY17 1079 Perf Audit
112	8/11/2016	00216992	137.00	V105800	PAJARO VALLEY CHAMBER OF COMMERCE	FY17 1078 Membership Dues
113	8/11/2016	00216992	6.85	V105800	PAJARO VALLEY CHAMBER OF COMMERCE	FY17 1078 Technology Fund
114	8/11/2016	00216980	2,730.00	V115680	ASSOCIATION OF MONTEREY BAY AREA GOVTS	FY17 1076 RTC 50% Orthoimagery
115	8/11/2016	00216745	18.10	V129169	PACIFIC GAS AND ELECTRIC CO	FY17 1053 *2730123841-9* 7/26
116	8/11/2016	00216745	264.17	V129169	PACIFIC GAS AND ELECTRIC CO	FY17 1053 *2896790497-1* 7/26
117	8/11/2016	00216745	123.92	V129169	PACIFIC GAS AND ELECTRIC CO	FY17 1053 *5605123657-0* 7/26
118	8/11/2016	00216745	281.29	V129169	PACIFIC GAS AND ELECTRIC CO	FY17 1053 *9709471543-6* 7/27
119	8/11/2016	00216989	100.00	V128666	MCPHERSON, BRUCE	FY17 1062 RTC Mtgs June 2016
120	8/11/2016	00216983	100.00	V129887	CYNTHIA MARTINE CHASE	FY17 1055 RTC Mtgs June 2016
121	8/11/2016	00216987	100.00	V126179	LANE, DONALD ROGER	FY17 1060 RTC Mtgs June 2016
122	8/11/2016	00216991	100.00	V114917	NORTON, DENNIS RICHARD	FY17 1063
123	8/11/2016	00216984	100.00	V129874	EDWARD A BOTTORFF	FY17 1054 RTC Meeting June 201
124	8/11/2016	00216982	100.00	V127620	CAPUT, GREG JOHN	FY17 1056 RTC Mtgs June 2016
125	8/11/2016	00216985	100.00	V129873	JAMES MICHAEL DUTRA	FY17 1058 RTC Mtgs June 2016
126	8/11/2016	00216988	100.00	V126197	LEOPOLD, JOHN LANDIS	FY17 1061 RTC Mtgs June 2016
127	8/11/2016	00216688	100.00	V129724	COONERTY, RYAN	FY17 1057 RTC Mtgs June 2016
128	8/11/2016	00216986	100.00	V119076	JOHNSON, RANDY	FY17 1059 RTC Mtgs June 2016
129	8/11/2016	00216981	3,500.00	V128519	CAPITAL EDGE ADVOCACY INC	FY17 1077 Services August 2016
130	8/15/2016	00217149	62.71	V129169	PACIFIC GAS AND ELECTRIC CO	FY17 1081 *5824685375-6* 7/19
131	8/15/2016	00217150	1,580.14	V113899	SPECIAL DISTRICT RISK MGMT AUTHORITY	FY17 1083 AC 7456 August 2016
132	8/15/2016	00217374	259.56	V104107	REGISTER PAJARONIAN	FY17 1025 Ad 6/7 Public Notice
133	8/16/2016	00003930	62,800.00	V127193	SANTA CRUZ BANK	2016 PP17 RTC PAYROLL
134	8/18/2016	00217569	34,767.64	V12352	CALIFORNIA HIGHWAY PATROL	FY17 1092 Safe on 17 FY2015 Q4
135	8/18/2016	00217732	3,453.96	V125902	CASE SYSTEMS INC	FY17 1088 Callbox Maint. 6/16
136	8/18/2016	00217736	3,382.00	V126553	RRM DESIGN GROUP	FY17 1089 Survey R/Trail MBSST
137	8/18/2016	00217738	9,600.00	V124859	TBWB STRATEGIES	FY17 1086 Inv 3a Services 5/16

	DATE POSTED	CHECK NUMBER	CHECK AMOUNT	VENDOR NUMBER	VENDOR NAME	TRANSACTION DESCRIPTION
138	8/18/2016	00217738	24,970.00	V124859	TBWB STRATEGIES	FY17 1086 Inv 3b Produce& Mail
139	8/18/2016	00217739	60.00	V129353	USER FRIENDLY COMPUTING INC	FY17 1084 *20160829* Filt Aug
140	8/18/2016	00217739	87.50	V129353	USER FRIENDLY COMPUTING INC	FY17 1084 *20160835* 175GB Aug
141	8/18/2016	00217739	1,500.00	V129353	USER FRIENDLY COMPUTING INC	FY17 1084 *20160814* Maint Aug
142	8/18/2016	00217735	26,675.59	V32514	FAIRBANK MASLIN MAULLIN METZ AND ASSOC	FY17 1085 RTC Transp Survey
143	8/18/2016	00217734	38.00	V125845	CRYSTAL SPRINGS WATER CO	FY17 1091 *412895* Water 7/16
144	8/18/2016	00217734	22.00	V125845	CRYSTAL SPRINGS WATER CO	FY17 1091 *426585* Water 8/16
145	8/18/2016	00217734	32.00	V125845	CRYSTAL SPRINGS WATER CO	FY17 1091 *434137* Water 7/16
146	8/18/2016	00217734	6.50	V125845	CRYSTAL SPRINGS WATER CO	FY17 1091 *439473* Water 8/16
147	8/18/2016	00217737	105.00	V12521	SANTA CRUZ RECORDS MGMT INC	FY17 1090 Storage 8/16
148	8/18/2016	00217733	372.10	V129185	CLEAN BUILDING MAINTENANCE COMPANY	FY17 1087 Services 7/16
149	8/18/2016	00217733	25.00	V129185	CLEAN BUILDING MAINTENANCE COMPANY	FY17 1087 Matls & Installation
150	8/22/2016	00218036	30.00	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC02 FSP Month Data Subs
151	8/22/2016	00218036	1,090.00	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC02 Rail-Volution Reg
152	8/22/2016	00217874	41.30	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC02 Book Bike Design
153	8/22/2016	00218036	372.09	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	Fy17 CC02 Registrations
154	8/22/2016	00218036	35.99	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC02 Stamps-Device Month
155	8/22/2016	00218036	130.50	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC02 Reg Pajaronian Subs
156	8/22/2016	00218036	447.72	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC02 Office Equip-WiFi
157	8/22/2016	00217987	106.32	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC02 Zipcar Membership
158	8/22/2016	00218036	16.65	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC02 RTC Prius Fuel
159	8/22/2016	00218036	7.00	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC02 Training Parking
160	8/22/2016	00218036	64.29	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC02 Registration GD
161	8/22/2016	00218036	68.00	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC02 CDAC Mtg Transp
162	8/22/2016	00218034	100.00	V129874	EDWARD A BOTTORFF	FY17 1064 RTC Mtgs May 2016
163	8/22/2016	00218033	50.00	V127620	CAPUT, GREG JOHN	FY17 1065 RTC Mtg May 2016
164	8/22/2016	00218035	100.00	V129873	JAMES MICHAEL DUTRA	FY17 1067 RTC Mtgs May 2016
165	8/22/2016	00217830	100.00	V129724	COONERTY, RYAN	FY17 1066 RTC Mtgs May 2016
166	8/22/2016	00218036	6.95	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC02 CalCard Late Fee
167	8/25/2016	00218466	1,029.26	V127177	LINCOLN NATIONAL LIFE INSURANCE COMPANY	FY17 1093 Life Ins 9/2016
168	8/25/2016	00218674	217.28	V129729	THE MAYNARD GROUP INC	FY17 1095 *P229305* eMVS 8/16
169	8/25/2016	00218674	144.00	V129729	THE MAYNARD GROUP INC	FY17 1095 *P229306* Maint 8/16
170	8/25/2016	00218465	25.43	V12280	COMCAST CABLE COMMUNICATIONS	FY17 1094 *8155100340002108*
171	8/25/2016	00218463	59.00	V106571	BARITEAUS DRY CLEANING INC	FY17 1096 Linen Services 7/16
172	8/25/2016	00218664	175.00	V123011	COMMUNITY TELEVISION OF SANTA CRUZ COUNTY	FY17 1082 RTC Mtg 6/2/16
173	8/25/2016	00218665	300.00	V123011	COMMUNITY TELEVISION OF SANTA CRUZ COUNTY	FY17 1082 Special Mtg 6/16/16
174	8/25/2016	00218464	1,300.00	V119998	CALPERS	FY17 1097 CalPERS GASB 68
175	8/25/2016	00218671	100.00	V128666	MCPHERSON, BRUCE	FY17 1073 RTV mtgs May 2016
176	8/25/2016	00218669	100.00	V126179	LANE, DONALD ROGER	FY17 1071 RTC Mtgs May 2016
177	8/25/2016	00218672	100.00	V114917	NORTON, DENNIS RICHARD	FY17 1074 RTC Mtgs May 2016
178	8/25/2016	00218670	100.00	V126197	LEOPOLD, JOHN LANDIS	FY17 1072 RTC Mtgs May 2016
179	8/25/2016	00218667	50.00	V32194	HURST, LOWELL	FY17 1069 RTC Mtg May2016
180	8/25/2016	00218673	50.00	V31906	ROTKIN, MICHAEL E	FY17 1075 RTC Mtg May 2016
181	8/25/2016	00218668	100.00	V119076	JOHNSON, RANDY	FY17 1070 RTC Mtgs May 2016
182	8/25/2016	00218666	50.00	V128650	FRIEND, ZACH	FY17 1068 RTC Mtg May 2016
183	8/29/2016	00218795	62.69	V129169	PACIFIC GAS AND ELECTRIC CO	FY17 1110 *5824685375-6* 8/18
184	8/29/2016	00218979	135.63	V12352	CALIFORNIA HIGHWAY PATROL	FY17 1109 Services FY2016 Q4
185	8/29/2016	00218794	150.82	V124475	AT&T MOBILITY	FY17 1107 *996710462X08062016*
186	8/29/2016	00218794	124.94	V124475	AT&T MOBILITY	FY17 1108 *996710462X07062016
187	8/29/2016	00218980	3,453.96	V125902	CASE SYSTEMS INC	FY17 1105 Callbox Maint. 7/16

	DATE POSTED	CHECK NUMBER	CHECK AMOUNT	VENDOR NUMBER	VENDOR NAME	TRANSACTION DESCRIPTION
188	8/29/2016	00218981	158.70	V127450	CDSNET LLC	FY17 1104 Services 7/16
189	8/29/2016	00218982	11,859.36	V117159	LADDS TOWING	FY17 1106 Towing Beat 1 7/16
190	8/29/2016	00218824	10,267.74	V117159	LADDS TOWING	FY17 1106 Towing Beat 2 7/16
191	8/29/2016	00218984	13,011.46	V127679	NOLTE ASSOCIATES INC	FY17 1103 Service 5/31-6/30/16
192	8/29/2016	00218983	7,680.00	V31135	STOLL, C. PATRICK	FY17 1101 Legal Service 6/2016
193	8/29/2016	00218796	66.00	V128801	WAGeworks INC	FY17 1100 FSA Admin 7/16
194	8/29/2016	00218796	50.00	V128801	WAGeworks INC	FY17 1100 FSR04 Flex Plan 8/16
195	8/30/2016	00003955	63,190.00	V127193	SANTA CRUZ BANK	2016 PP18 RTC PAYROLL
196	9/1/2016	00219474	350.00	V128960	MEGUZMAN INC	FY17 1099 Aptos Creek 6/27/16
197	9/6/2016	00219573	32,412.27	V120096	CALPERS RETIREMENT SYSTEM (CALPERS)	FY17 1098 Health Premium 9/16
198	9/6/2016	00219730	9,732.00	V124859	TBWB STRATEGIES	FY17 1115 Services June 2016
199	9/6/2016	00219575	25.47	V12280	COMCAST CABLE COMMUNICATIONS	FY17 1113 *8155100340002108*
200	9/6/2016	00219574	20.72	V12280	COMCAST CABLE COMMUNICATIONS	FY17 1112 *8155100340002108*
201	9/6/2016	00219728	2,846.69	V32056	MICHAEL BAKER INTERNATIONAL INC	FY17 1102 Perf Audit July 2016
202	9/6/2016	00219576	500.00	V33134	HILLTROMPER INC	FY17 1111 TRIP Ad 5/2016
203	9/6/2016	00219577	16.97	V129169	PACIFIC GAS AND ELECTRIC CO	FY17 1116 *2730123841-9* 8/16
204	9/6/2016	00219577	315.09	V129169	PACIFIC GAS AND ELECTRIC CO	FY17 1116 *2896790497-1* 8/16
205	9/6/2016	00219551	119.51	V129169	PACIFIC GAS AND ELECTRIC CO	FY17 1116 *560123657-0* 8/16
206	9/6/2016	00219551	207.65	V129169	PACIFIC GAS AND ELECTRIC CO	FY17 1116 *9709471543-6* 8/16
207	9/6/2016	00219722	100.00	V128650	FRIEND, ZACH	FY17 1122 RTC Mtgs August 2016
208	9/6/2016	00219727	100.00	V128666	MCPHERSON, BRUCE	FY17 1126 RTC Mtgs August 2016
209	9/6/2016	00219720	100.00	V129887	CYNTHIA MARTINE CHASE	FY17 1118 RTC Mtgs August 2016
210	9/6/2016	00219718	50.00	V122795	BUSTICHI, DENE	FY17 1128 RTC Mtg August 2016
211	9/6/2016	00219725	100.00	V126179	LANE, DONALD ROGER	FY17 1124 RTC Mtgs August 2016
212	9/6/2016	00219729	100.00	V114917	NORTON, DENNIS RICHARD	FY17 1127 RTC Mtgs August 2016
213	9/6/2016	00219721	100.00	V129874	EDWARD A BOTTORFF	FY16 1117 RTC Mtgs August 2016
214	9/6/2016	00219719	100.00	V127620	CAPUT, GREG JOHN	FY17 1119 RTC Mtgs August 2016
215	9/6/2016	00219723	100.00	V129873	JAMES MICHAEL DUTRA	FY17 1121 RTC Mtgs August 2016
216	9/6/2016	00219726	100.00	V126197	LEOPOLD, JOHN LANDIS	FY17 1125 RTC Mtgs August 2016
217	9/6/2016	00219541	100.00	V129724	COONERTY, RYAN	FY17 1120 RTC Mtgs August 2016
218	9/6/2016	00219724	100.00	V119076	JOHNSON, RANDY	FY17 1123 RTC Mtgs August 2016
219	9/6/2016	00219717	358.48	V125807	ALPHAGRAPHICS PRINTSHOPS OF THE FUTURE #558	FY17 1114 Pkt RTC 9/1/16 Mtg
220	9/8/2016	00219888	132.58	V124475	AT&T MOBILITY	FY17 1129 *996710462X09062016*
221	9/12/2016	00220137	83.64	E670024	ORTEGA, DORA	FY17 1132 URM - Wage Works
222	9/12/2016	00220137	15.00	E670024	ORTEGA, DORA	FY17 1131 URM - Wage Works
223	9/12/2016	00220136	1,680.00	E670006	CALETTI, CORINA	FY17 1130 URM - Wage Works
224	9/12/2016	00220383	515.00	V103374	MONTEREY BAY AIR RESOURCES DISTRICT	FY17 1133 Rent 3/2016
225	9/12/2016	00220383	515.00	V103374	MONTEREY BAY AIR RESOURCES DISTRICT	FY17 1133 Rent 9/2016
226	9/12/2016	00220384	6,713.60	V116953	RITTENHOUSE, LOUIS E	FY17 1132 Rent 9/2016
227	9/13/2016	00003964	61,350.00	V127193	SANTA CRUZ BANK	2016 PP19 RTC PAYROLL
228	9/15/2016	00220712	30.00	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC03 FSP Month Data subs
229	9/15/2016	00220712	13.00	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC03 Rail Mtgs Parking
230	9/15/2016	00220711	1,532.09	V113899	SPECIAL DISTRICT RISK MGMT AUTHORITY	FY17 1134 SDRMA Benefits 9/16
231	9/15/2016	00220712	47.72	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC03 Book Urban St Design
232	9/15/2016	00220712	495.99	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC03 US Stamp Fees
233	9/15/2016	00220712	206.00	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC03 Cruzio Internet Svcs
234	9/15/2016	00220670	1,500.00	V30008	COUNTY OF SANTA CRUZ	FY17 1135 Map Segment 7 MBSST
235	9/15/2016	00220712	25.00	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC03 RTC Prius Car Wash
236	9/15/2016	00220712	250.00	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC03 Survey Monkey Renew
237	9/15/2016	00220712	98.00	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC03 Chamber Events Reg

	DATE POSTED	CHECK NUMBER	CHECK AMOUNT	VENDOR NUMBER	VENDOR NAME	TRANSACTION DESCRIPTION
238	9/15/2016	00220909	35.00	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC03 Luncheon PV Chamber
239	9/15/2016	00220712	6.94	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC03 CalCard Late Fee
240	9/22/2016	00221681	26.12	V127809	AT&T	FY17 1147 Service 7/13-8/12/16
241	9/22/2016	00221693	2.45	V11188	VERIZON WIRELESS	FY17 1144 8312521553 7/17-8/16
242	9/22/2016	00221888	14.35	V11188	VERIZON WIRELESS	FY17 1144 8312522817 7/17-8/16
243	9/22/2016	00221888	0.22	V11188	VERIZON WIRELESS	FY17 1144 8312911650 7/17-8/16
244	9/22/2016	00221888	38.01	V11188	VERIZON WIRELESS	FY17 1144 8312344387 7/17-8/16
245	9/22/2016	00221888	38.42	V11188	VERIZON WIRELESS	FY17 1144 8312123075 7/17-8/16
246	9/22/2016	00221887	1,930.67	V15980	PERRIGO JR, RONALD J	FY17 1146 Rail Clean Up WYE
247	9/22/2016	00221680	497.38	V123516	AFLAC-FLEX ONE	FY17 1143 Ins Premium 7/16
248	9/22/2016	00221622	30.00	E670031	TRINIDAD, RAQUEL	FY17 1153 URM R. Trinidad
249	9/22/2016	00221683	25.00	V129780	CALIFORNIA ASSOCIATION OF COUNCILS	FY17 1150 CDAC G Dondero 9/27
250	9/22/2016	00221888	38.01	V11188	VERIZON WIRELESS	FY17 8312123075 7/17-8/16
251	9/22/2016	00221888	38.01	V11188	VERIZON WIRELESS	FY17 1144 8313456441 7/17-8/16
252	9/22/2016	00221888	38.01	V11188	VERIZON WIRELESS	FY17 1144 8314211516 7/17-8/16
253	9/22/2016	00221682	80.17	V124475	AT&T MOBILITY	FY17 1141 28702725943X08062016
254	9/22/2016	00221885	80.17	V124475	AT&T MOBILITY	FY17 1141 28702725943X09062016
255	9/22/2016	00221691	217.28	V129729	THE MAYNARD GROUP INC	FY17 1137 P229815 EMVS Cloud
256	9/22/2016	00221691	144.00	V129729	THE MAYNARD GROUP INC	FY17 1137 P229816 Maintenance
257	9/22/2016	00221689	248.59	V13633	KONICA MINOLTA BUSINESS SOLUTION	FY17 1142 Maint 7/17-8/16/16
258	9/22/2016	00221683	2,893.00	V129780	CALIFORNIA ASSOCIATION OF COUNCILS	FY17 1150 *121574* FY2017 Dues
259	9/22/2016	00221687	20.00	V125845	CRYSTAL SPRINGS WATER CO	FY17 1138 437908 Water 8/16
260	9/22/2016	00221687	30.00	V125845	CRYSTAL SPRINGS WATER CO	FY17 1138 467486 Water 8/16
261	9/22/2016	00221687	18.00	V125845	CRYSTAL SPRINGS WATER CO	FY17 1138 471437 Water 8/16
262	9/22/2016	00221687	6.50	V125845	CRYSTAL SPRINGS WATER CO	FY17 1138 479561 Charges 8/16
263	9/22/2016	00221686	25.43	V12280	COMCAST CABLE COMMUNICATIONS	FY17 1149 *8155100340002108*
264	9/22/2016	00221886	236.00	V123011	COMMUNITY TELEVISION OF SANTA CRUZ COUNTY	FY17 1148 Record MTG 8/4/16
265	9/22/2016	00221690	105.00	V12521	SANTA CRUZ RECORDS MGMT INC	FY17 1139 Records Storage 9/16
266	9/22/2016	00221685	372.10	V129185	CLEAN BUILDING MAINTENANCE COMPANY	FY17 1140 Services 8/16
267	9/22/2016	00221692	394.74	V129353	USER FRIENDLY COMPUTING INC	FY17 1136 *702224* Comp Sv PEH
268	9/22/2016	00221692	29.00	V129353	USER FRIENDLY COMPUTING INC	FY17 1136 *301450* Comp Sv JMM
269	9/22/2016	00221692	111.38	V129353	USER FRIENDLY COMPUTING INC	FY17 1136 *301459* Comp Sv JMM
270	9/22/2016	00221692	255.42	V129353	USER FRIENDLY COMPUTING INC	FY17 1136 *702225* Comp Sv PEH
271	9/22/2016	00221688	53.50	V125345	FEDERAL EXPRESS CORP	FY17 1145 HWY to Caltrans
272	9/22/2016	00221684	3,500.00	V128519	CAPITAL EDGE ADVOCACY INC	FY17 1152 Services 9/2016
273	9/26/2016	00222024	955.44	V127177	LINCOLN NATIONAL LIFE INSURANCE COMPANY	FY17 1154 SCRTCBL1010745 10/16
274	9/27/2016	00003979	61,960.00	V127193	SANTA CRUZ BANK	2016 PP20 RTC PAYROLL
275	9/29/2016	00222508	187.50	V119731	SAN LORENZO VALLEY UNIFIED SCHOOL DISTRICT	FY17 1155 Hwy9/SLV Co Plan Mtg
			<u>1,270,310.35</u>			

ATTACHMENT 1B

SCCRTC
 QUARTERLY WARRANTS REPORT
 FY2017 2ND QUARTER
 (OCTOBER 1, 2016 - DECEMBER 31, 2016)

	DATE POSTED	CHECK NUMBER	CHECK AMOUNT	VENDOR NUMBER	VENDOR NAME	TRANSACTION DESCRIPTION
1	10/11/2016	80000255	142,645.00	V110467	CITY OF SANTA CRUZ	FY17 1179 FY2017 CB TDA Q2
2	10/11/2016	00223586	1,532.09	V113899	SPECIAL DISTRICT RISK MGMT AUTHORITY	FY17 1184 SDRMA Benefits 10/16
3	10/13/2016	00224036	30.00	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC04 FSP Data Collecting
4	10/13/2016	00224036	88.00	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC04 G. Dondero Travel
5	10/13/2016	00224036	22.50	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC04 Bus Lunch G.Dondero
6	10/11/2016	00223582	199.81	V127450	CDSNET LLC	FY17 1181 Services 8/16
7	10/11/2016	00223581	3,453.96	V125902	CASE SYSTEMS INC	FY17 1182 Callbox Maint. 8/16
8	12/1/2016	00230789	13,787.50	V101810	ECOLOGU ACTION OF SANTA CRUZ	FY17 1270 Bike to W FY2016 Q4
9	10/6/2016	00223263	25.29	V127809	AT&T	FY17 1172 Service 8/13-9/12/16
10	10/6/2016	00223268	3.06	V11188	VERIZON WIRELESS	FY17 1170 8312521553 8/17-9/16
11	10/6/2016	00223268	14.02	V11188	VERIZON WIRELESS	FY17 1170 8312522817 8/17-9/16
12	10/6/2016	00223268	0.22	V11188	VERIZON WIRELESS	FY17 1170 8312911650 8/17-9/16
13	10/6/2016	00223268	38.01	V11188	VERIZON WIRELESS	FY17 1170 8312344387 8/17-9/16
14	10/6/2016	00223268	38.01	V11188	VERIZON WIRELESS	FY17 1170 8312123075 8/17-9/16
15	10/6/2016	00223480	16,625.79	V127679	NOLTE ASSOCIATES INC	FY17 1165 Services 7/1-7/30/16
16	10/6/2016	00223216	95.00	E670024	ORTEGA, DORA	FY17 1173 URM Dora Ortega
17	10/3/2016	00222788	62.70	V129169	PACIFIC GAS AND ELECTRIC CO	FY17 1158 *582468375-6* 9/19
18	10/3/2016	00222787	11,801.02	V117159	LADDS TOWING	FY17 1156 Towing Beat 2 8/16
19	10/3/2016	00222787	11,899.74	V117159	LADDS TOWING	FY17 1156 Towing Beat 1 8/16
20	10/3/2016	00222786	32,412.27	V120096	CALPERS RETIREMENT SYSTEM (CALPERS)	FY17 1159 Health Prem. 10/16
21	10/3/2016	00222789	66.00	V128801	WAGWORKS INC	FY17 1157 FSA Admin 8/16
22	10/3/2016	00222789	50.00	V128801	WAGWORKS INC	FY17 1157 FSR04 Flex Plan 9/16
23	10/3/2016	00222785	746.07	V123516	AFLAC-FLEX ONE	FY17 1165 Ins Premium 9/16
24	10/3/2016	00222785	497.38	V123516	AFLAC-FLEX ONE	FY17 1162 Ins Premium 8/16
25	12/1/2016	00230787	750.00	V129677	COASTWALK CALIFORNIA	FY17 1269 Membership FY16/17
26	10/27/2016	00225881	8,848.25	V33431	STEER DAVIES AND GLEAVE INC	FY17 1199 June/July16 Services
27	11/17/2016	00228209	184.50	V31259	SANTA CRUZ COUNTY PARKS	FY17 1232 1/12/17 Room Rental
28	11/17/2016	00229499	7.02	E670015	DONDERO II, GEORGE A	MILEAGE
29	11/21/2016	00229582	50.00	V113899	SPECIAL DISTRICT RISK MGMT AUTHORITY	FY17 1234 Ins Cert for SLVUSD
30	10/13/2016	00223957	226,929.37	V31887	DOT FHWA	FY17 1186 A/C 255294 MBSST
31	10/6/2016	00223266	121.80	V104107	REGISTER PAJARONIAN	FY17 1151 Public Hearing 8/25
32	10/11/2016	00223535	532.50	V16009	SANTA CRUZ CITY SIGNS	FY17 1185 Park & Ride Signs
33	12/12/2016	00231845	532.50	V16009	SANTA CRUZ CITY SIGNS	FY17 1295 Park& Ride Signs
34	10/11/2016	00223584	7,911.56	V129728	DYNAMIC PRESS	FY17 1176 SC Bike Map
35	10/11/2016	00223585	2,893.07	V123408	MOORE IACOFANO & GOLTSMAN (MIG) INC	FY17 1177 Serv. 6/1-7/31/16
36	10/3/2016	00222743	71.20	E670024	ORTEGA, DORA	FY17 1161 457L Refund Overpym
37	10/11/2016	00223587	153.34	V14384	STAPLES CONTRACT AND COMMERCIAL INC.	FY17 1183 Office Supplies
38	11/10/2016	00227558	418.34	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC05 Lodging G. Dondero
39	11/10/2016	00227558	54.00	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC05 Parking G .Dondero
40	11/10/2016	00227736	41.25	E670002	MENDEZ, LUIS P	10/2016 RAIL-VOLUTION CONF
41	11/14/2016	00227749	1,351.31	E670015	DONDERO II, GEORGE A	FY17 1233 URM George Dondero
42	10/17/2016	00224255	634.69	E670010	SHULTZ, KIM	FY17 1196 URM Kim Shultz
43	10/17/2016	00224254	95.20	E670024	ORTEGA, DORA	FY17 1197 URM Dora Ortega

	DATE POSTED	CHECK NUMBER	CHECK AMOUNT	VENDOR NUMBER	VENDOR NAME	TRANSACTION DESCRIPTION
44	11/10/2016	00227558	30.00	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC05 FSP Data Collection
45	11/7/2016	00226962	6,447.48	V33515	HOPKINS AND CARLEY A LAW CORPORATION	FY17 1231 Services 9/2016
46	11/21/2016	00229575	0.75	V127809	AT&T	FY17 1252 10/01-10/31/16
47	11/21/2016	00229580	154.80	V127450	CDSNET LLC	FY17 1255 Services 10/16
48	11/21/2016	00229577	137.06	V124475	AT&T MOBILITY	FY17 1257 9/29-10/28/16 Serv.
49	11/21/2016	00229579	3,486.24	V125902	CASE SYSTEMS INC	FY17 1256 Service October 2016
50	11/21/2016	00229531	883.75	E670011	JUDD, CATHY	FY17 1251 URM Cathy Judd
51	11/21/2016	00229530	240.00	E670006	CALETTI, CORINA	FY17 1249 URM Corina Caletti
52	11/21/2016	00229532	444.80	E670017	PARRA, YESENIA	FY17 1250 URM Yesenia Parra
53	11/17/2016	00229499	9.83	E670015	DONDERO II, GEORGE A	MILEAGE
54	11/17/2016	00228260	497.38	V123516	AFLAC-FLEX ONE	FY17 1246 Oct. 2016 Premiums
55	11/3/2016	00226668	23.00	V127809	AT&T	FY17 1225 Service9/13-10/12/16
56	11/3/2016	00226670	185.76	V127450	CDSNET LLC	FY17 1224 Services 9/16
57	11/3/2016	00226669	3,453.96	V125902	CASE SYSTEMS INC	FY17 1220 Callbox Maint. 9/16
58	11/3/2016	00226677	2.09	V11188	VERIZON WIRELESS	FY17 1226 83125215539/17-10/16
59	11/3/2016	00226677	11.42	V11188	VERIZON WIRELESS	FY17 1226 83125228179/17-10/16
60	11/3/2016	00226677	0.22	V11188	VERIZON WIRELESS	FY17 1226 83129116509/17-10/16
61	11/3/2016	00226677	38.01	V11188	VERIZON WIRELESS	FY17 1226 83123443879/17-10/16
62	11/3/2016	00226677	38.01	V11188	VERIZON WIRELESS	FY17 1226 83121230759/17-10/16
63	11/3/2016	00226674	10,309.68	V117159	LADDS TOWING	FY17 1228 Towing Beat 1 9/16
64	11/3/2016	00226674	9,745.40	V117159	LADDS TOWING	FY17 1228 Towing Beat 2 9/16
65	10/31/2016	00226126	198.37	E670010	SHULTZ, KIM	FY17 1216 URM Kim Shultz
66	10/27/2016	00225879	63.01	V129169	PACIFIC GAS AND ELECTRIC CO	FY17 1210 *582468375-6* 10/18
67	10/27/2016	00225873	137.22	V124475	AT&T MOBILITY	FY17 1203 Service 8/29-9/28/16
68	10/27/2016	00226062	19,768.20	V127679	NOLTE ASSOCIATES INC	FY17 1215 Serv 7/31- 8/27/16
69	10/27/2016	00226060	16,320.00	V31135	STOLL, C. PATRICK	FY17 1213 July 2016 Services
70	10/27/2016	00226060	3,270.00	V31135	STOLL, C. PATRICK	FY17 1214 August 2016 Services
71	10/27/2016	00225874	32,927.11	V120096	CALPERS RETIREMENT SYSTEM (CALPERS)	FY17 1209 health Prem. 11/16
72	10/27/2016	00225878	992.35	V127177	LINCOLN NATIONAL LIFE INSURANCE COMPANY	FY17 1206 SCRTCBL1010745 11/16
73	10/27/2016	00225884	66.00	V128801	WAGeworks INC	FY17 1207 FSA Admin 9/16
74	10/27/2016	00225884	50.00	V128801	WAGeworks INC	FY17 1207 FSR04 Flex 10/16
75	12/8/2016	00231607	19.98	V125345	FEDERAL EXPRESS CORP	FY17 1291 FSP STIP RPL-6149
76	12/12/2016	00231920	938.50	V15980	PERRIGO JR, RONALD J	FY17 1301 Rail Cleanup WYE 08
77	12/8/2016	00231607	26.75	V125345	FEDERAL EXPRESS CORP	FY17 1291 RT44051-01
78	11/28/2016	00230368	9,577.50	V117159	LADDS TOWING	FY17 1258 Beat 1 HWY 17
79	11/28/2016	00230368	8,430.77	V117159	LADDS TOWING	FY17 1228 Beat 2 HWY 1
80	11/28/2016	00230367	32,193.34	V120096	CALPERS RETIREMENT SYSTEM (CALPERS)	FY17 1268 Health Prem. 12/16
81	12/5/2016	00231114	5.95	V127809	AT&T	FY17 1283 10/13-11/12/16 Serv
82	12/5/2016	00231117	63.21	V129169	PACIFIC GAS AND ELECTRIC CO	FY17 1282 10/19-11/17/16 Serv
83	12/5/2016	00231120	2.71	V11188	VERIZON WIRELESS	FY171284 831252155310/17-11/16
84	12/5/2016	00231120	13.90	V11188	VERIZON WIRELESS	FY171284 831252281710/17-11/16
85	12/5/2016	00231120	0.22	V11188	VERIZON WIRELESS	FY171284 831291165010/17-11/16
86	12/5/2016	00231120	38.01	V11188	VERIZON WIRELESS	FY171284 831234438710/17-11/16
87	12/5/2016	00231120	38.01	V11188	VERIZON WIRELESS	FY171284 831212307510/17-11/16
88	12/5/2016	00231257	22,624.44	V127679	NOLTE ASSOCIATES INC	FY17 1289 8/28 - 9/30/16 Serv
89	12/5/2016	00231116	992.35	V127177	LINCOLN NATIONAL LIFE INSURANCE COMPANY	FY17 1285 SCRTCBL1010745 12/16
90	12/5/2016	00231121	66.00	V128801	WAGeworks INC	FY17 1287 FSA Admin 10/16
91	12/5/2016	00231121	50.00	V128801	WAGeworks INC	FY17 1287 FSR04 Flex 10/16
92	12/27/2016	00233576	63.21	V129169	PACIFIC GAS AND ELECTRIC CO	FY17 1337 *582468375-6* 12/17
93	12/27/2016	00233574	1,042.50	V117473	HEFNER STARK & MAROIS LLP	FY17 1334 Services 9/15 & 2/16

	DATE POSTED	CHECK NUMBER	CHECK AMOUNT	VENDOR NUMBER	VENDOR NAME	TRANSACTION DESCRIPTION
94	12/27/2016	00233573	160.00	V32024	DOUGLAS DUREN	FY17 1332 Graffiti Removal
95	12/27/2016	00233570	32,546.87	V120096	CALPERS RETIREMENT SYSTEM (CALPERS)	FY17 1335 Health Premium 1/17
96	12/27/2016	00233575	1,030.30	V127177	LINCOLN NATIONAL LIFE INSURANCE COMPANY	FY17 1326 SCRTCLB1010745 1/17
97	12/13/2016	00232247	589.63	E670011	JUDD, CATHY	FY17 1294 URM Cathy Judd
98	12/15/2016	00232501	30.00	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC06 FSP Data Collection
99	12/15/2016	00232501	7.33	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC06 LaSelva Gate Keys
100	12/19/2016	00232774	168.56	V127450	CDSNET LLC	FY17 1310 Call Box Maint
101	12/19/2016	00232772	143.98	V124475	AT&T MOBILITY	FY17 1311 10/29-11/28/16 Serv
102	12/19/2016	00232778	9,609.43	V117159	LADDS TOWING	FY17 1313 Beat 1 Hwy 17 11/16
103	12/19/2016	00232778	9,041.69	V117159	LADDS TOWING	FY17 1313 Beat 2 Hwy 1 11/16
104	12/19/2016	00232777	686.75	V128960	MEGUZMAN INC	FY17 1314 Rail Line Clean Up
105	12/19/2016	00232770	514.90	V123516	AFLAC-FLEX ONE	FY17 1308 Nov 2016 Ins Prem.
106	12/20/2016	00004055	67,890.00	V127193	SANTA CRUZ BANK	2016 PP26 RTC PAYROLL
107	12/15/2016	00232501	147.01	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC06 Social Media Purch.
108	12/15/2016	00232470	72.95	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC06 Rental Car
109	12/15/2016	00232501	17.80	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC06 Prius Fuel
110	12/15/2016	00232501	655.26	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC06 Lodging Parra/Eames
111	12/15/2016	00232609	236.96	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC06 Transportation Fees
112	12/15/2016	00232501	49.00	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC06 Reg for ITE Webinar
113	12/15/2016	00232501	69.00	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC06 Reg. G. Dondero
114	12/15/2016	00232501	972.98	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC06 Office Equipment
115	12/19/2016	00232771	79.83	V124475	AT&T MOBILITY	FY17 1307 10/29-11/28/16 Serv
116	12/19/2016	00232776	34.00	V125845	CRYSTAL SPRINGS WATER CO	FY17 1309 Inv 522622 11/16
117	12/19/2016	00232776	18.00	V125845	CRYSTAL SPRINGS WATER CO	FY17 1309 Inv 526324 11/16
118	12/19/2016	00232776	6.50	V125845	CRYSTAL SPRINGS WATER CO	FY17 1309 Inv 535264 11/16
119	12/19/2016	00232775	20.35	V120404	COSTCO WHOLESALE	FY17 1315 Office Supplies
120	12/19/2016	00232779	68.00	V129353	USER FRIENDLY COMPUTING INC	FY17 1302 Oct 2016 RRM Serv
121	12/19/2016	00232779	60.00	V129353	USER FRIENDLY COMPUTING INC	FY17 1302 Oct 2016 Spam Serv
122	12/19/2016	00232779	1,432.00	V129353	USER FRIENDLY COMPUTING INC	FY17 1302 Oct 2016 Mthly Maint
123	12/19/2016	00232779	87.50	V129353	USER FRIENDLY COMPUTING INC	FY17 1302 Oct 2016 MOB Serv
124	12/19/2016	00232779	8.57	V129353	USER FRIENDLY COMPUTING INC	FY17 1306 10/18/16 Remote Serv
125	12/19/2016	00232779	50.34	V129353	USER FRIENDLY COMPUTING INC	FY17 1305 10/21/16 Remote Serv
126	12/19/2016	00232779	68.00	V129353	USER FRIENDLY COMPUTING INC	FY17 1303 Nov 2016 RRM Serv
127	12/19/2016	00232779	60.00	V129353	USER FRIENDLY COMPUTING INC	FY17 1303 Nov 2016 Spam Serv
128	12/19/2016	00232779	1,432.00	V129353	USER FRIENDLY COMPUTING INC	FY17 1303 Nov 2016 Mthly Maint
129	12/19/2016	00232779	87.50	V129353	USER FRIENDLY COMPUTING INC	FY17 1303 Nov 2016 MOB Serv
130	12/19/2016	00232779	68.00	V129353	USER FRIENDLY COMPUTING INC	FY17 1304 Dec 2016 RRM Serv
131	12/19/2016	00232779	60.00	V129353	USER FRIENDLY COMPUTING INC	FY17 1304 Dec 2016 Spam Serv
132	12/19/2016	00232779	1,432.00	V129353	USER FRIENDLY COMPUTING INC	FY17 1304 Dec 2016 Mtly Maint.
133	12/19/2016	00232779	87.50	V129353	USER FRIENDLY COMPUTING INC	FY17 1304 Dec 2016 MOB Serv
134	12/27/2016	00233888	16.28	E670001	PUSHNIK, KARENA	UBER RIDE FROM AIRPORT / HOTEL
135	12/27/2016	00233697	5,000.00	V124494	MOSS LEVY & HARTZHEIM LLP	FY17 1336 Fisc Audit Payment 2
136	12/27/2016	00233696	515.00	V103374	MONTEREY BAY AIR RESOURCES DISTRICT	FY17 1331 January 2017 Rent
137	12/27/2016	00233698	6,713.60	V116953	RITTENHOUSE, LOUIS E	FY17 1330 January 2017 Rent
138	12/27/2016	00233888	62.41	E670001	PUSHNIK, KARENA	FOCUS ON FUTURE 12/2016
139	12/27/2016	00233569	1,231.00	V123263	CALIFORNIA SPECIAL DISTRICT ASSOCIATION	FY17 1328 2017 Membership
140	12/27/2016	00233572	20.68	V12280	COMCAST CABLE COMMUNICATIONS	FY17 1329 12/10/16-01/09/17
141	12/5/2016	00231120	38.01	V11188	VERIZON WIRELESS	FY171284 831421151610/17-11/16
142	12/5/2016	00231115	324.06	V13633	KONICA MINOLTA BUSINESS SOLUTION	FY17 1286 10/17-11/16 Services
143	12/5/2016	00231118	1,500.00	V33500	SAN LUIS OBISPO COUNCIL OF GOVERNMENTS	FY17 1288 FY16/17 Membership

	DATE POSTED	CHECK NUMBER	CHECK AMOUNT	VENDOR NUMBER	VENDOR NAME	TRANSACTION DESCRIPTION
144	12/5/2016	00231119	120.80	V126191	SANTA CRUZ SENTINEL	FY17 1281 STBG Public Hearing
145	12/5/2016	00231269	44.00	E870028	Rodriguez, Jennifer	CSDA CLERK CONFERENCE 11/14-16
146	12/5/2016	00231269	79.38	E870028	Rodriguez, Jennifer	MILEAGE
147	12/6/2016	00004042	67,370.00	V127193	SANTA CRUZ BANK	2016 PP25 RTC PAYROLL
148	12/8/2016	00231608	226.47	V129169	PACIFIC GAS AND ELECTRIC CO	FY17 1293 *2896790497-1* 11/16
149	12/8/2016	00231608	116.60	V129169	PACIFIC GAS AND ELECTRIC CO	Fy17 1293 *5605123657-0* 11/16
150	12/8/2016	00231608	31.95	V129169	PACIFIC GAS AND ELECTRIC CO	FY17 1293 *9709471543-6* 11/16
151	12/8/2016	00231608	125.14	V129169	PACIFIC GAS AND ELECTRIC CO	FY17 1293 *2730123841-9* 11/16
152	12/9/2016	00231822	165.24	E670002	MENDEZ, LUIS P	RTC MEETINGS IN 2015 & 2016
153	12/15/2016	00232501	235.66	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC06 Prius Maint.
154	12/15/2016	00232501	15.99	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC06 Stamps Mthly Fee
155	12/15/2016	00232501	557.37	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC06 Office Supplies
156	12/15/2016	00232501	49.95	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC06 Supplies
157	12/12/2016	00231923	217.28	V129729	THE MAYNARD GROUP INC	FY17 1300 P231365 EVMS 12/16
158	12/12/2016	00231923	144.00	V129729	THE MAYNARD GROUP INC	FY17 1300 P231366 12/16 Serv.
159	12/12/2016	00231917	59.00	V106571	BARITEAUS DRY CLEANING INC	FY17 1299 November Services
160	12/12/2016	80000449	60.00	V111928	CITY OF WATSONVILLE	FY17 1292 11/3/16 Tech Assist
161	12/12/2016	00231921	106.50	V12521	SANTA CRUZ RECORDS MGMT INC	FY17 1297 November Services
162	12/12/2016	00231922	106.50	V12521	SANTA CRUZ RECORDS MGMT INC	Fy17 1298 December Services
163	12/12/2016	00231918	372.10	V129185	CLEAN BUILDING MAINTENANCE COMPANY	FY17 1296 Nov. Services
164	12/12/2016	00231919	26.75	V125345	FEDERAL EXPRESS CORP	FY17 1290 Triennial Report
165	12/12/2016	00231919	22.25	V125345	FEDERAL EXPRESS CORP	FY17 1290 FM3 Measure D
166	10/11/2016	00223583	34.00	V125845	CRYSTAL SPRINGS WATER CO	FY17 1180 101999 Water 9/16
167	10/11/2016	00223583	16.00	V125845	CRYSTAL SPRINGS WATER CO	FY17 1180 486195 Water 9/16
168	10/11/2016	00223583	36.00	V125845	CRYSTAL SPRINGS WATER CO	FY17 1180 494059 Water 9/16
169	10/11/2016	00223583	6.50	V125845	CRYSTAL SPRINGS WATER CO	FY17 1180 498401 Water 9/16
170	10/11/2016	00223789	25.03	V120404	COSTCO WHOLESALE	FY17 1178 Office Supplies
171	10/11/2016	00223790	515.00	V103374	MONTEREY BAY AIR RESOURCES DISTRICT	FY17 1175 Rent 10/2016
172	10/11/2016	00223791	6,713.60	V116953	RITTENHOUSE, LOUIS E	FY17 1174 Rent 10/2016
173	10/3/2016	00222784	98.60	V128285	AAA LOCKOUT SPECIALIST	FY17 1160 Door Repair 9/8/16
174	10/6/2016	00223268	38.42	V11188	VERIZON WIRELESS	FY17 1170 8312521554 8/17-9/16
175	10/6/2016	00223268	38.01	V11188	VERIZON WIRELESS	FY17 1170 8313456441 8/17-9/16
176	10/6/2016	00223268	38.01	V11188	VERIZON WIRELESS	FY17 1170 8314211516 8/17-9/16
177	10/6/2016	00223264	312.11	V13633	KONICA MINOLTA BUSINESS SOLUTION	FY17 1167 Maint 8/17-9/16/16
178	10/3/2016	00222960	3,000.00	V124494	MOSS LEVY & HARTZHEIM LLP	FY17 1164 Fiscal Audit
179	10/3/2016	00222959	4,152.91	V32056	MICHAEL BAKER INTERNATIONAL INC	FY17 1163 Performance Audit
180	10/6/2016	00223265	250.01	V129169	PACIFIC GAS AND ELECTRIC CO	FY17 1171 *2896790497-1* 9/16
181	10/6/2016	00223265	28.18	V129169	PACIFIC GAS AND ELECTRIC CO	FY17 1171 *5605123657-0* 9/16
182	10/6/2016	00223265	141.12	V129169	PACIFIC GAS AND ELECTRIC CO	FY17 1171 *9709471543-6* 9/16
183	10/11/2016	00003992	64,360.00	V127193	SANTA CRUZ BANK	2016 PP21 RTC PAYROLL
184	10/13/2016	00224036	61.33	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC04 G. Dondero Bus Lunch
185	10/13/2016	00224036	18.81	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC04 Bus Lunch G.Dondero
186	10/13/2016	00224036	249.00	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC04 Training Membership
187	10/13/2016	00224036	60.85	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC04 Book for HR
188	10/13/2016	00224036	15.99	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC04 Stamps.com Mthly Fee
189	10/13/2016	00224036	206.00	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC04 Mthly Internet Fee
190	10/6/2016	00223267	426.60	V113899	SPECIAL DISTRICT RISK MGMT AUTHORITY	FY17 1169 FY2016 Addl. Ins.
191	12/27/2016	00233571	71,837.00	V120096	CALPERS RETIREMENT SYSTEM (CALPERS)	FY17 1333 *3109524485* Side Fd
192	11/21/2016	00004034	65,450.00	V127193	SANTA CRUZ BANK	2016 PP24 RTC PAYROLL
193	11/21/2016	00229576	80.08	V124475	AT&T MOBILITY	FY17 1253 9/29-10/28/16 Serv.

	DATE POSTED	CHECK NUMBER	CHECK AMOUNT	VENDOR NUMBER	VENDOR NAME	TRANSACTION DESCRIPTION
194	11/21/2016	00229581	20.68	V12280	COMCAST CABLE COMMUNICATIONS	FY17 1254 11/10-12/9/16 Serv.
195	11/17/2016	00228261	248.23	V129169	PACIFIC GAS AND ELECTRIC CO	FY17 1247 *2896790497-1* 10/16
196	11/17/2016	00228261	123.78	V129169	PACIFIC GAS AND ELECTRIC CO	FY17 1247 *5605123657-0* 10/16
197	11/17/2016	00228261	136.13	V129169	PACIFIC GAS AND ELECTRIC CO	FY17 1247 *9709471543-6* 10/16
198	11/17/2016	00228261	3.89	V129169	PACIFIC GAS AND ELECTRIC CO	FY17 1247 *2730123841-9* 10/16
199	11/17/2016	00229499	209.30	E670015	DONDERO II, GEORGE A	MILEAGE
200	11/17/2016	00229503	60.70	E670017	PARRA, YESENIA	MILEAGE
201	11/17/2016	00229503	130.00	E670017	PARRA, YESENIA	MEALS
202	11/10/2016	00227737	48.00	E670017	PARRA, YESENIA	MEALS-CSDA 11/2016
203	11/10/2016	00227737	175.50	E670017	PARRA, YESENIA	MILEAGE-CSDA 11/16
204	11/10/2016	00227558	1,170.00	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC05 Focus on Future Reg.
205	11/10/2016	00227558	799.33	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC05 Office Equipment
206	11/3/2016	00226677	38.36	V11188	VERIZON WIRELESS	FY17 1226 83125215549/17-10/16
207	11/3/2016	00226677	38.01	V11188	VERIZON WIRELESS	FY17 1226 83134564419/17-10/16
208	11/3/2016	00226677	38.01	V11188	VERIZON WIRELESS	FY17 1226 83142115169/17-10/16
209	11/3/2016	00226673	335.20	V13633	KONICA MINOLTA BUSINESS SOLUTION	FY17 1230 Maint. 9/17-10/16/16
210	10/13/2016	00224036	17.45	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC04 Prius Fuel
211	10/13/2016	00224036	141.96	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC04 Travel
212	10/27/2016	00225936	515.00	V103374	MONTEREY BAY AIR RESOURCES DISTRICT	RENTS/LEASES-STRUC IMP & GRNDS
213	10/27/2016	00226063	6,713.60	V116953	RITTENHOUSE, LOUIS E	FY17 1211 Rent 11/2016
214	11/3/2016	00226671	206.50	V123011	COMMUNITY TELEVISION OF SANTA CRUZ COUNTY	FY17 1227 Broadcast Mtg 9/1/16
215	11/3/2016	00226675	1,276.91	V14384	STAPLES CONTRACT AND COMMERCIAL INC.	FY17 1229 Toner
216	11/8/2016	00004019	62,435.00	V127193	SANTA CRUZ BANK	2016 PP23 RTC PAYROLL
217	11/10/2016	00227558	106.45	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC05 FMLA Ref. Book
218	11/10/2016	00227558	462.99	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC05 Postage
219	11/10/2016	00227558	286.28	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC05 Office Supplies
220	11/10/2016	00227558	67.61	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC05 Special Misc. Exp.
221	10/13/2016	00224036	940.00	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC04 Meeting Registration
222	10/25/2016	00004004	62,480.00	V127193	SANTA CRUZ BANK	2016 PP22 RTC PAYROLL
223	10/27/2016	00225872	80.17	V124475	AT&T MOBILITY	FY17 1202 Service 8/29-9/28/16
224	10/27/2016	00225882	217.28	V129729	THE MAYNARD GROUP INC	FY17 1208 P230320 EVMS Cloud
225	10/27/2016	00225882	144.00	V129729	THE MAYNARD GROUP INC	FY17 1208 P230321 Maintenance
226	10/27/2016	00225877	20.68	V12280	COMCAST CABLE COMMUNICATIONS	FY17 1205 *8155100340002108*
227	10/27/2016	00225876	372.10	V129185	CLEAN BUILDING MAINTENANCE COMPANY	FY17 1200 Sept. 2016 Services
228	10/27/2016	00225880	112.50	V12521	SANTA CRUZ RECORDS MGMT INC	FY17 1201 Oct 2016 Storage
229	10/27/2016	00225883	34.80	V129353	USER FRIENDLY COMPUTING INC	FY17 1204 Add'l Hrs. 8/31/16
230	10/27/2016	00226061	12,024.44	V32056	MICHAEL BAKER INTERNATIONAL INC	FY17 1214 Perf Audit 8/2016
231	11/17/2016	00229499	26.00	E670015	DONDERO II, GEORGE A	PARKING
232	11/28/2016	00230370	217.28	V129729	THE MAYNARD GROUP INC	FY17 1261 P230839 EVMS 11/16
233	11/28/2016	00230370	144.00	V129729	THE MAYNARD GROUP INC	FY17 1261 P230840 Mthly Serv.
234	11/28/2016	00230369	199.88	V14384	STAPLES CONTRACT AND COMMERCIAL INC.	FY17 1272 Supplies
235	11/28/2016	00230369	61.31	V14384	STAPLES CONTRACT AND COMMERCIAL INC.	FY17 1273 Supplies
236	11/28/2016	00230369	6.62	V14384	STAPLES CONTRACT AND COMMERCIAL INC.	FY17 1274 Supplies
237	11/28/2016	00230369	189.38	V14384	STAPLES CONTRACT AND COMMERCIAL INC.	FY17 1278 Supplies
238	11/28/2016	00230369	11.95	V14384	STAPLES CONTRACT AND COMMERCIAL INC.	FY17 1275 Supplies
239	11/28/2016	00230369	37.73	V14384	STAPLES CONTRACT AND COMMERCIAL INC.	FY17 1276 Supplies
240	11/28/2016	00230369	19.93	V14384	STAPLES CONTRACT AND COMMERCIAL INC.	FY17 1277 Supplies
241	11/28/2016	00230369	248.83	V14384	STAPLES CONTRACT AND COMMERCIAL INC.	FY17 1271 Supplies
242	12/1/2016	00230785	59.00	V106571	BARITEAUS DRY CLEANING INC	FY17 1263 August 2016 Services
243	12/1/2016	00230785	59.00	V106571	BARITEAUS DRY CLEANING INC	FY17 1264 Sept. 2016 Services

	DATE POSTED	CHECK NUMBER	CHECK AMOUNT	VENDOR NUMBER	VENDOR NAME	TRANSACTION DESCRIPTION
244	12/1/2016	00230785	59.00	V106571	BARITEAUS DRY CLEANING INC	FY17 1265 Oct. 2016 Services
245	12/1/2016	00230784	18.00	V125845	CRYSTAL SPRINGS WATER CO	FY17 1262 106136
246	12/1/2016	00230788	36.00	V125845	CRYSTAL SPRINGS WATER CO	FY17 1262 508226
247	12/1/2016	00230788	20.00	V125845	CRYSTAL SPRINGS WATER CO	FY17 1262 512060
248	12/1/2016	00230788	6.50	V125845	CRYSTAL SPRINGS WATER CO	FY17 1262 517376
249	12/1/2016	00230786	372.10	V129185	CLEAN BUILDING MAINTENANCE COMPANY	FY17 1260 Oct. 2016 Services
250	12/1/2016	00230790	60.00	V129353	USER FRIENDLY COMPUTING INC	FY17 1267 SEPT. SPAM SERVICES
251	12/1/2016	00230790	1,432.00	V129353	USER FRIENDLY COMPUTING INC	FY17 1267 SEPT. CONTRACT
252	12/1/2016	00230790	87.50	V129353	USER FRIENDLY COMPUTING INC	FY17 1267 SEPT MOB SERVICES
253	12/1/2016	00230791	68.00	V129353	USER FRIENDLY COMPUTING INC	FY17 1267 Sept.RRM Services
254	12/1/2016	00230999	515.00	V103374	MONTEREY BAY AIR RESOURCES DISTRICT	FY17 1280 December 2016 Rent
255	12/1/2016	00231000	6,713.60	V116953	RITTENHOUSE, LOUIS E	FY17 1279 December 2016 Rent
256	12/1/2016	00230792	500.00	V33472	GARY D ATWELL	FY17 1266 11/11/16 Services
257	12/5/2016	00231120	38.16	V11188	VERIZON WIRELESS	FY161284 831252155410/17-11/16
258	12/5/2016	00231120	38.01	V11188	VERIZON WIRELESS	FY171284 831345644110/17-11/16
259	11/17/2016	00228438	7,643.46	V32056	MICHAEL BAKER INTERNATIONAL INC	FY17 1248 Perf Audit 10/2016
260	11/17/2016	00229499	21.50	E670015	DONDERO II, GEORGE A	PARKING
261	10/27/2016	00225875	3,500.00	V128519	CAPITAL EDGE ADVOCACY INC	FY17 1198 Services Oct. 2016
262	10/17/2016	00224457	100.00	V126179	LANE, DONALD ROGER	FY17 1193 RTC Mtg., Sept. 2016
263	10/17/2016	00224458	100.00	V126197	LEOPOLD, JOHN LANDIS	FY17 1194 RTC Mtg. Sept. 2016
264	10/20/2016	00225087	50.00	V129887	CYNTHIA MARTINE CHASE	FY17 1188 RTC Mtg. Sept. 2016
265	10/20/2016	00225091	50.00	V126150	LIND, DONNA RAE	FY17 1195 RTC Mtg. Sept. 2016
266	10/20/2016	00225088	50.00	V129874	EDWARD A BOTTORFF	FY17 1187 RTC Mtg. Sept. 2016
267	10/20/2016	00225085	50.00	V127620	CAPUT, GREG JOHN	FY17 1189 RTC Mtg. Sept. 2016
268	10/20/2016	00225090	50.00	V129873	JAMES MICHAEL DUTRA	FY17 1191 RTC Mtg. Sept. 2016
269	10/20/2016	00225086	100.00	V129724	COONERTY, RYAN	FY17 1190 RTC Mtg. Sept. 2016
270	10/20/2016	00225089	100.00	V128650	FRIEND, ZACH	FY17 1192 RTC Mtg. Sept. 2016
271	11/10/2016	00227559	27.19	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC05 RTC Refreshments
272	11/10/2016	00227558	36.45	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC05 Fuel for Prius
273	11/3/2016	00226676	50.00	V129144	TERMINI, MICHAEL	FY17 1217 RTC Mtg. Sept. 2016
274	11/3/2016	00226672	224.20	V129728	DYNAMIC PRESS	FY17 1222 Measure D Cards
275	10/13/2016	00224037	68.00	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC04 Travel G. Dondero
276	11/3/2016	00226666	439.48	V125807	ALPHAGRAPHICS PRINTSHOPS OF THE FUTURE #558	FY17 1223 Pkt RTC 10/6/16
277	11/3/2016	00226667	145.33	V125807	ALPHAGRAPHICS PRINTSHOPS OF THE FUTURE #558	FY17 1219 RTC Pkt. 11/03/2016
278	11/17/2016	00228437	50.00	V128666	MCPHERSON, BRUCE	FY17 1244 RTC Mtg. Oct. 2016
279	11/17/2016	00228430	50.00	V129887	CYNTHIA MARTINE CHASE	FY17 1236 RTC Mtg. Oct. 2016
280	11/17/2016	00228435	100.00	V126179	LANE, DONALD ROGER	FY17 1242 RTC Mtg. Oct. 2016
281	11/17/2016	00228439	100.00	V114917	NORTON, DENNIS RICHARD	FY17 1245 RTC Mtg. Oct. 2016
282	11/17/2016	00228431	100.00	V129874	EDWARD A BOTTORFF	FY17 1235 RTC Mtg. Oct. 2016
283	11/17/2016	00228428	100.00	V127620	CAPUT, GREG JOHN	FY17 1237 RTC Mtg. Oct. 2016
284	11/17/2016	00228433	50.00	V129873	JAMES MICHAEL DUTRA	FY17 1239 RTC Mtg. Oct. 2016
285	11/17/2016	00228436	100.00	V126197	LEOPOLD, JOHN LANDIS	FY17 1243 RTC Mtg. Oct. 2016
286	11/17/2016	00228429	100.00	V129724	COONERTY, RYAN	FY17 1238 RTC Mtg. Oct. 2016
287	11/17/2016	00228434	100.00	V119076	JOHNSON, RANDY	FY17 1241 RTC Mtg. Oct. 2016
288	11/17/2016	00228432	50.00	V128650	FRIEND, ZACH	FY17 1240 RTC Mtg. Oct. 2016
289	11/17/2016	00229499	6.32	E670015	DONDERO II, GEORGE A	MILEAGE
290	11/21/2016	00229578	3,500.00	V128519	CAPITAL EDGE ADVOCACY INC	FY17 1259 Services Nov.2016
291	10/13/2016	00224036	50.05	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC04 RTC Mtg. Refreshment
292	10/11/2016	00223789	144.29	V120404	COSTCO WHOLESALE	FY17 1178 Meeting Supplies
293	12/15/2016	00232501	31.20	V124770	U S BANK CORPORATE PAYMENT SYSTEMS	FY17 CC06 RTC Refreshments

	DATE POSTED	CHECK NUMBER	CHECK AMOUNT	VENDOR NUMBER	VENDOR NAME	TRANSACTION DESCRIPTION
294	12/27/2016	00233695	50.00	V128666	MCPHERSON, BRUCE	FY17 1323 RTC Mtg. Nov. 2016
295	12/27/2016	00233693	50.00	V126179	LANE, DONALD ROGER	FY17 1321 RTC Mtg. Nov. 2016
296	12/27/2016	00233690	50.00	V129874	EDWARD A BOTTORFF	FY17 1316 RTC Mtg. Nov. 2016
297	12/27/2016	00233689	50.00	V127620	CAPUT, GREG JOHN	FY17 1317 RTC Mtg. Nov. 2016
298	12/27/2016	00233691	50.00	V129873	JAMES MICHAEL DUTRA	FY17 1319 RTC Mtg. Nov. 2016
299	12/27/2016	00233694	50.00	V126197	LEOPOLD, JOHN LANDIS	FY17 1322 RTC Mtg. Nov. 2016
300	12/27/2016	00233699	50.00	V31906	ROTKIN, MICHAEL E	FY17 1324 RTC Mtg. Nov. 2016
301	12/27/2016	00233700	50.00	V129144	TERMINI, MICHAEL	FY17 1325 RTC Mtg. Nov. 2016
302	12/27/2016	00233537	50.00	V129724	COONERTY, RYAN	FY17 1318 RTC Mtg. Nov. 2016
303	12/27/2016	00233692	50.00	V119076	JOHNSON, RANDY	FY17 1320 RTC Mtg Nov 2016
304	12/27/2016	80000525	33.00	E612470	MCPHERSON, BRUCE	FOCUS ON THE FUTURE 12/4
305	12/27/2016	80000525	37.80	E612470	MCPHERSON, BRUCE	MILEAGE ROUNDTRIP TO SJC
306	12/27/2016	80000525	44.00	E612470	MCPHERSON, BRUCE	SAN JOSE AIRPORT PARKING
307	12/27/2016	80000525	186.96	E612470	MCPHERSON, BRUCE	SOUTHWEST AIRFARE 12/4-5/16
308	12/27/2016	00233568	25.00	V129780	CALIFORNIA ASSOCIATION OF COUNCILS	FY17 1327 CDAC Mtg. 1/10/17
309	12/19/2016	00232773	3,500.00	V128519	CAPITAL EDGE ADVOCACY INC	FY17 1312 Dec. Services
310	12/19/2016	00232775	35.67	V120404	COSTCO WHOLESALE	FY17 1315 Meeting Supplies
	FY2017 Q1 TOTAL		<u>1,292,791.73</u>			

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ATTACHMENT 2A

SCCRTC
QUARTERLY CREDIT CARD REPORT

FY2016-2017 1ST QUARTER (June 23, 2016 - September 22, 2017)

Statement Date: 07/22/16

RTC Reporting Qtr: 1st

PAYEE	DESCRIPTION	GEORGE	CATHY	YESENIA	TOTAL
Events By Design Ic	Registration for Rail~Volution 2016, G Dondero & L Mendez, 10/09/16-10/12/16	1,090.00			1,090.00
EB Santa Cruz County	Registration for Santa Cruz County Business Council Economic Forum, G Dondero, 06/3	22.09			22.09
EB 5th Annual Silicon	Registration for 5th Annual Silicon Valley Regional Economic Forum, G Dondero, 07/21,	64.29			64.29
Amtrack	Transportation to/from Sacramento, CDAC Mtg., G Dondero, 07/26/16	68.00			68.00
Device Magic Inc	Monthly subscription for FSP data collecting		30.00		30.00
Bestbuycom	Book <i>Urban Bikeway Design Guide, Second Edition</i> , RTC resource		41.30		41.30
Cruzio Internet	Monthly Broadband Service fee for both RTC offices		206.00		206.00
Stamps.com	Monthly service fee - June/July		15.99		15.99
Bestbuycom	Office equipment, replacement printer toner		220.12		220.12
USPS Postage Stamps.com Washington	Purchase of postage for RTC mailing		20.00		20.00
Register Pajaronian	Annual subscription renewal for Register Pajaronian newspaper		130.50		130.50
Rotten Robbie	Refuel RTC Prius			16.65	16.65
Santa Cruz Electronics I Santa Cruz CA	Office equipment, DVI cable			21.60	21.60
CALPERS Cvent	Registration for CalPERS Education Forum 2016, Y Parra, 10/24/16-10/26/16			350.00	350.00
Zipcar Inc.	Annual membership renewal			35.44	35.44
Zipcar Inc.	Annual membership renewal			35.44	35.44
Zipcar Inc.	Annual membership renewal			35.44	35.44
Monterey Dntwn Lots Monterey CA	Parking fee, Training, Payroll Law, Monterey, Y Parra, 06/23/16			7.00	7.00
US Bank	Late payment fee			6.95	6.95
Total		1,244.38	663.91	508.52	2,416.81

Statement Date: 08/22/16

RTC Reporting Qtr: 1st

PAYEE	DESCRIPTION	GEORGE	CATHY	YESENIA	TOTAL
Capitol Associates LLC Capitola CA	Parking fee Council Meeting, G Dondero, Capitola, 08/11/16	10.00			10.00
Portola Hotel and Spa Monterey CA	Parking fee CRCC Special Policy & Technical Comm. Workshop, G Dondero, Monterey, 08/11/16	3.00			3.00
Master Car Wash Capitola CA	Clean RTC Prius		25.00		25.00
Device Magic Inc	Monthly subscription for FSP data collecting		30.00		30.00
Cruzio Internet	Monthly Broadband Service fee for both RTC offices		206.00		206.00
USPS Postage Stamps.com	Purchase of postage for RTC mailing		480.00		480.00
Stamps.com	Monthly service fee - July/August		15.99		15.99
Amazon.com Amzn.com/Bill WA	Book, <i>Urban Street Design Guide</i>		47.72		47.72
Santa Cruz Chamber of Commerce	Registration for Chamber Luncheon, The Media's Effects on Local Elections, G Dondero, 08/24/16		49.00		49.00
Santa Cruz Chamber of Commerce	Registration for Chamber Luncheon, The Media's Effects on Local Elections, K Pushnik, 08/24/16		49.00		49.00
Zipcar Inc. Boston MA	Credit for nonuse of reservation			(1.32)	(1.32)
Pajaro Valley Chamber.com Watsonville	Registration for chamber luncheon, Y Parra, 08/25/16			35.00	35.00
Survey Monkey.com	Yearly renewal for survey tool used for RTC projects			250.00	250.00
US Bank	Late payment fee			6.94	6.94
Total		13.00	902.71	290.62	1,206.33

Statement Date: 09/22/16

RTC Reporting Qtr: 1st

PAYEE	DESCRIPTION	GEORGE	CATHY	YESENIA	INDEX
Amtrak.com	Round-trip transportation, San Jose-Sacramento, California State Rail Plan-Stakeholder	68.00			68.00
L2G Santa Cruz Metro	Round-trip transportation, Santa Cruz-San Jose Amtrak station, California State Rail Pl	20.00			20.00
Shun Feng Restaurant Santa Cruz	Business lunch, L Mendez, G Dondero, Roaring Camp Staff, 09/06/16	22.50			22.50
California Grill	Business lunch, G Dondero, Farm Bureau Legislative Committee, 09/07/16	18.81			18.81
The Fish House Bar Watsonville CA	Business lunch, G Dondero, L Mendez, C Montoya, 09/12/16	61.33			61.33
Amtrak.com	Round-trip transportation, San Jose-Sacramento, California Assoc. of Councils of Gov'ts	68.00			68.00
TRB Annual Meeting	Registration, Transportation Research Board 96th Annual Meeting, G Dondero, 01/08/1	475.00			475.00
UCB Cper Inst Indstrl RN	HR Resource materials, <i>Workplace Investigations Pocket Guide, Workplace Rights of Public Employees</i>		60.85		60.85
Device Magic Inc	Monthly subscription for FSP data collecting		30.00		30.00
Cruzio Internet	Monthly Broadband Service fee for both RTC offices		206.00		206.00
Stamps.com	Monthly service fee - August/September		15.99		15.99
Law Seminars Internationa	Registration, Webcast seminar, Transportation & CEQA, G Blakeslee, 11/02/16		465.00		465.00
Chevron	Refuel RTC Prius			17.45	17.45
American Café Santa Cruz CA	Refreshments, RTC meeting, 09/01/16			21.75	21.75
Southwes	Airfare, CalPERS Conference, Y Parra, 10/24/16-10/26/16			141.96	141.96
The Buttery Santa Cruz CA	Refreshments, RTC meeting, 09/01/16			28.30	28.30
Natl/Padget	Annual membership renewal for training seminars			249.00	249.00
	Total	733.64	777.84	458.46	1,969.94
	FY2017 Q1 TOTAL	1,991.02	2,344.46	1,257.60	5,593.08

ATTACHMENT 2B

SCCRTC
 QUARTERLY CREDIT CARD REPORT
 FY2016-2017 2ND QUARTER (October 1, 2016 - December 22, 2016)

Statement Date: 10/24/16

RTC Reporting Qtr: 2nd

PAYEE	DESCRIPTION	GEORGE	CATHY	YESENIA	TOTAL
Aptos Chamber Aptos CA	Aptos Chamber breakfast meeting, G Dondero, 10/13/16	20.00			20.00
California Grill	Business lunch, Farm Bureau Legislative Committee, G Dondero, 10/05/16	18.81			18.81
Novo Restaurant San Luis Obis	Business lunch, US 101 Coalition Group, G Dondero, 10/07/16	28.80			28.80
Soquel Gas & Food Soquel	Refuel RTC Prius, travel to US 101 Coalition Group mtg., G Dondero, 10/07/16	21.00			21.00
Chevron Soledad CA	Refuel RTC Prius, travel from US 101 Coalition Group mtg., G Dondero, 10/07/16	15.45			15.45
Hyatt Hotels San Francisc	Lodging, RailVolution, 10/10/16-10/11/16, G Dondero	418.34			418.34
DP Spear St San Francisco CA	Parking fee, RailVolution, 10/10/16-10/11/16, G Dondero	54.00			54.00
Self-Help Counties C	Registration, Focus on the Future 2016, 12/04/16-12/06/16, G Dondero	1,170.00			1,170.00
Amazon Mktplace Pmts Amzn.com/bill WA	Office supplies, cable organizer clips		15.94		15.94
Cruzio Internet	Monthly Broadband Service fee for both RTC offices		206.00		206.00
Device Magic Inc	Monthly subscription for FSP data collecting		30.00		30.00
USPS Postage Stamps.com Washington DC	Purchase of postage for RTC mailing		447.00		447.00
Beyond The Office Door LL	Office equipment, ergonomic office chair for RTC staff		799.33		799.33
Stamps.com	Monthly service fee - September/October		15.99		15.99
Stamps.com	Office supplies, postage labels		64.34		64.34
American Café Santa Cruz CA	Refreshments for RTC meeting, 10/06/16		27.19		27.19
Skillpath National	Educational materials for FMLA training seminar, Y Parra, 09/21/16			106.45	106.45
Total		1,746.40	1,605.79	106.45	3,458.64

Statement Date: 11/22/16 CC06

RTC Reporting Qtr: 2nd

PAYEE	DESCRIPTION	GEORGE	CATHY	YESENIA	TOTAL
Aptos Chamber Aptos CA	Registration for Aptos Chamber breakfast, G Dondero, 11/10/16	20.00			20.00
Institute of Transportati	Registration for ITE webinar, Transportation Research Board, G Dondero, 12/12/16	49.00			49.00
Santa Cruz Chamber of Com	Registration for Santa Cruz Chamber luncheon, G Dondero, 12/07/16	49.00			49.00
Southwes	Airfare to Focus on the Future, G Dondero, 12/05/16	186.96			186.96
Cruzio Internet	Monthly Broadband Service fee for both RTC offices		206.00		206.00
Device Magic	Monthly subscription for FSP data collecting		30.00		30.00
Facebk	Facebook (Social Media) posts for Measure D information		46.97		46.97
Laptop Battery Express	Replacement laptop battery for RTC staff		94.90		94.90
Palace Art & Office Suppl	Office supplies, wall clips, RTC office		6.29		6.29
Amazon Mktplace Pmts Amzn.com/bill WA	Office supplies, ergonomic standing desk, RTC staff		349.99		349.99
Amazon Mktplace Pmts Amzn.com/bill WA	Office supplies, ergonomic standing desk, RTC staff		622.99		622.99
Bestbuycom	Office supplies, replacement print heads for RTC printer/fax		118.52		118.52
Stamps.com	Monthly service fee - October/November		15.99		15.99
Facebk	Facebook (Social Media) posts for Measure D information		50.03		50.03
Facebk	Facebook (Social Media) posts for Measure D information		50.01		50.01
A2Hosting.com	Purchase of enhanced security for RTC website		49.95		49.95
Amazon Mktplace Pmts Amzn.com/bill WA	Office supplies, USB Flash drives		46.44		46.44
Bestbuycom	Office supplies, hot water kettle, RTC meetings		13.04		13.04
Rakuten.com*Buy.com	Office supplies, iPad accessory and charger, RTC equipment		46.62		46.62
Sears.com	Office supplies, replacement laptop charger, RTC laptop		25.56		25.56
Embassy Suites Monterey Seaside CA	Lodging, CSDA Board Sec./Clerk Conf. & Cert. Program, J Eames, 11/14/16-11/15/16		332.34		332.34
Kenville Locksmith and SE Santa Cruz CA	Key copies, La Selva Beach railroad gate		7.33		7.33
7 Eleven 38008 Scotts Valley CA	Refuel RTC Prius			17.80	17.80
Supershuttle Execucaront	Transportation, CALPERS Conference, Y Parra, 10/24/16-10/26/16			44.00	44.00
Marriott Riverside Riverside CA	Lodging, CALPERS Conference, Y Parra, 10/24/16-10/26/16			322.92	322.92
Nob Hill	Refreshments for RTC Meeting, 11/03/16			21.00	21.00
CityofSac Parkinggarage Sacramento CA	Parking fee, CSDA Educational Committee Meeting, Y Parra, 11/02/16			6.00	6.00
Bagel Bakery and Café Watsonville CA	Refreshments for RTC Meeting, 11/03/16			10.20	10.20
Zipcar Inc. Boston MA	Reservation adjst, Zipcar, Measure D Roundtable debrief mtg., K Pushnik, 11/21/16			(2.10)	(2.10)
Zipcar Inc.	Zipcar reservation, Measure D Roundtable debrief mtg., K Pushnik, 11/21/16			75.05	75.05
Toyota of Santa Cruz	Scheduled Maintenance, RTC Prius			235.66	235.66
	Total	304.96	2,112.97	730.53	3,148.46

Statement Date: 12/22/16

RTC Reporting Qtr: 2nd

PAYEE	DESCRIPTION	GEORGE	CATHY	YESENIA	TOTAL
American Air	Airfare, Transportation Research Board, G Dondero, 01/08/17-01/12/17	623.20			623.20
American Air	Reserved seating, Transportation Research Board, G Dondero, 01/08/17-01/12/17	134.19			134.19
Southwest	Airfare, Focus on the Future, K Pushnik, 12/05/16	447.68			447.68
Loews Hotels Hollywood CA	Lodging, Focus on the Future, B.Mcpherson, 12/05/16	230.45			230.45
Self-Help Counties C Sacramento CA	Credit, canceled tours, Focus on the Future, B McPherson, G Dondero, 12/05/16	(35.00)			(35.00)
Santa Cruz and Mon	Business field trip meeting for rail service options	168.00			168.00
Womens Transportation Sem	Public Sector membership, annual renewal fee, WTS International, G Dondero	260.00			260.00
Womens Transportation Sem	Registration, 2017 Winter Reception, Transportation Research Board, G Dondero, 01/08/17	20.00			20.00
Device Magic Inc	Monthly subscription for FSP data collecting		30.00		30.00
Cruzio Internet	Monthly Broadband Service fee for both RTC offices		206.00		206.00
Facebk HK	Facebook (Social Media) posts for Measure D information		2.94		2.94
Varidesk	Office equipment, ergonomic standing desk, RTC staff		429.57		429.57
Stamps.com	Monthly service fee - November/December		15.99		15.99
Sears.com	Credit, office supplies, replacement laptop charger, RTC laptop		(15.45)		(15.45)
New Leaf Market Santa Cruz CA	Refreshments for RTC Meeting, 12/01/16		10.19		10.19
Starbucks Store	Refreshments for RTC Meeting, 12/01/16		15.95		15.95
Staples Direct	Office equipment, computer monitor, RTC staff		97.86		97.86
SHRM	Annual membership renewal, Society for Human Resources Management, Y Parra		199.00		199.00
Staples Direct	Office equipment, computer monitor RTC staff		195.73		195.73
Staples Direct	Office equipment, computer monitor, RTC staff		152.24		152.24
Michaels Stores	Office supplies, certificate frames			12.48	12.48
DMI Dell K-12/Govt	Office equipment, laptop case, docking station, power adapter, RTC staff			233.34	233.34
DMI Dell K-12/Govt	Office equipment, laptop case, docking station, power adapter, RTC staff			241.43	241.43
DMI Dell K-12/Govt	Office equipment, laptop RTC staff			1,286.38	1,286.38
DMI Dell K-12/Govt	Office equipment, laptop RTC staff			1,777.65	1,777.65
Varidesk	Office supplies, ergonomic standing desk, RTC staff			538.32	538.32
US Bank	Bank Charges - Late Payment			6.47	6.47
Total		1,848.52	1,340.02	4,096.07	7,284.61
FY 2017 Q2 TOTAL		3,899.88	5,058.78	4,933.05	13,891.71

\\Rtcserv2\internal\FISCAL\CAL-CARD\QuarterlyReport\FY2017\[FY2017 Q2 Credit Cards.xlsx]Attachment2B

AGENDA: March 9, 2017

TO: Budget and Administration/Personnel Committee

FROM: Daniel Nikuna, Fiscal Officer

RE: FY 2016-2017 Indirect Cost Allocation Plan

RECOMMENDATION

For Information Only

DISCUSSION

In order to recover the indirect costs, the Commission is required to annually develop and update an Indirect Cost Allocation Plan (ICAP). The Plan includes an indirect cost rate which is applied to direct costs charged to state and federal grants, and other reimbursement programs.

The FY 2016-2017 Santa Cruz County Regional Transportation Commission (RTC) ICAP, which is shown in Attachment 1 was approved by Caltrans; and it includes an indirect cost rate of 101%. The current rate is higher when compared to 85% the previous fiscal year due to the large carryover balance of \$165,593 from FY 2014-2015. Net of the carryover, the rate would be 90%. The carryover reflects an overstatement of indirect costs compared to actual results in FY20014-2015.

SUMMARY

Staff recommends that the Budget and Administration/Personnel Committee review the FY 2016-2017 ICAP, which was approved by Caltrans.

Attachments

1. SCCRTC FY 2016-2017 Indirect Cost Allocation Plan

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DEPARTMENT OF TRANSPORTATION

AUDITS AND INVESTIGATIONS

P.O. Box 942874, MS-2
SACRAMENTO, CA 94274-0001
PHONE (916) 323-7111
FAX (916) 323-7141
TTY 711
www.dot.ca.gov



*Serious drought.
Help Save Water!*

January 23, 2017

Mr. George Dondero
Executive Director
Santa Cruz County Regional Transportation Commission
1523 Pacific Avenue
Santa Cruz, CA 95060-3911

Dear Mr. Dondero:

The California Department of Transportation (Caltrans), Audits and Investigations (A&I) received Santa Cruz County Regional Transportation Commission's (SCCRTC) Indirect Cost Allocation Plan (ICAP) for fiscal year FY 2016/17, on December 13, 2016. A&I found that the ICAP package is in compliance with the submission requirements of Title 2 Code of Federal Regulations Part 200.

SCCRTC is authorized to use the ICAP rate of 101 percent of total direct salaries and benefits for FY 2016/17 for billing and reimbursement purposes. The accepted rate is based on the understanding that a carry forward provision applies and no adjustment will be made to previously approved rates.

A&I did not perform an audit of the ICAP submission under generally accepted government auditing standards. The ICAP may be subject to audit at a later time. Acceptance of the indirect rate is based on the understanding that the SCCRTC agrees to provide subsequent reimbursement if the rate proposal is later found to have included costs that are unallowable as specified by law, regulation, or the terms and conditions of federal or state awards.

Please retain a copy of this letter for your files. If you have any questions, contact Jose L. Hernandez Jr., Auditor, at (916) 323-7884 or Teresa Greisen, Audit Manager, at (916) 323-7910.

Mr. George Dondero

January 23, 2017

Page 2

Sincerely,



MARSUE MORRILL, CPA

Chief

External Audits - Local Governments

Enclosure

- c: Veneshia Smith, Financial Manager, Financial Services, Federal Highway Administration
- Tashia Clemons, Director, Program Development, Federal Highway Administration
- Kara Magdaleno, Administrative Program Assistant Planning and Finance,
Federal Highway Administration
- Heidi Borders, Chief, Office of Local Assistance, Division of Planning and Local Assistance,
District 05, Caltrans
- James Ogbonna, Chief, Rural Transit and Intercity Bus Branch,
Division of Mass Transportation, Caltrans
- C. Edward Philpot, Jr., Branch Chief, Grants/Public Engagement,
Office of Community Planning, Caltrans
- Ezequiel Castro, Branch Chief, State Transit Grants, Division of Rail & Mass Transportation,
Caltrans
- Sadie Smith, Branch Chief, Division of Rail, Division of Rail & Mass Transportation,
Caltrans
- Erin Thompson, Chief, Office of Regional Planning, Division of Transportation Planning,
Caltrans
- Jacqueline Kahrs, Branch Chief, Office of Regional Planning, Division of Transportation
Planning, Caltrans
- Lisa Gore, Associate Accounting Analyst, Division of Accounting, Caltrans
- David Saia, LAPM/LAPG Coordinator, Division of Local Assistance, Caltrans
- Lai Huynh, Audits & Federal Performance Measures Analyst, Division of Local Assistance,
Caltrans
- Kelly McClendon, Associate Transportation Planner, Office of Planning, Division of
Planning and Local Assistance, District 05, Caltrans

P1591-0238



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

ICAP/ICRP SUBMISSION CERTIFICATION

Santa Cruz County Regional Transportation Commission Indirect Cost Rate FY 2017

The indirect cost rate plan contained herein is for use on grants, contracts and other agreements with the Federal Government and the California Department of Transportation (Department), subject to the provisions in Section II. This rate(s) was prepared by the Santa Cruz County Regional Transportation Commission and accepted by the Department.

SECTION I: Rates

<u>Rate Type</u>	<u>Effective Period</u>	<u>Rate</u>	<u>Applicable to</u>
Fixed with Carryforward	7/1/16 to 6/30/17	101%	All Programs

Base: Total Direct Salaries & Benefits

SECTION II: General Provisions

A. Limitations:

The rate(s) in this Agreement is subject to any statutory or administrative limitations and applies to a given grant, contract, or other agreement only to the extent that funds are available. Acceptance of the rate(s) is subject to the following conditions: (1) Only costs incurred by the LGA were included in its indirect cost pool as finally accepted; such costs are legal obligations of the LGA and are allowable under the governing cost principles; (2) The same costs that have been treated as indirect costs are not claimed as direct costs; (3) Similar types of costs have been accorded consistent accounting treatment; (4) The information provided by the LGA which was used to establish the rate(s) is not later found to be materially incomplete or inaccurate by the Federal Government or the Department. In such situations the rate(s) would be subject to renegotiation at the discretion of the Federal Government or the Department; (5) Prior actual costs used in the calculation of the approved rate(s) are contained in the LGA's Single Audit which was prepared in accordance with 2 CFR 200. If a Single Audit is not required to be performed, then audited financial statements should be used to support the prior actual costs; and, (6) For fixed and final rates, the rate(s) is based either on an estimate of the costs to be incurred or actual costs incurred during the period. For predetermined rates, the rate(s) will be based on actual costs or prior actual costs only.

B. Accounting Changes:

This Agreement is based on the accounting system purported by the LGA to be in effect during the Agreement period. Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this Agreement require prior approval of the authorized representative of the cognizant agency. Such changes include, but are not limited to, changes in the

charging of a particular type of cost from indirect to direct. Failure to obtain approval may result in cost disallowances.

C. Fixed Rate with Carry Forward

The fixed rate(s) used in this Agreement is based on an actual of the costs for the period(s) covered by the rate(s).

For fixed rates, when the actual costs for the period is determined by the LGA's audited financial statements – any differences between the application of the fixed rate(s) and actual costs will result in an over or under recovery of costs. The over or under recovery will be carried forward, as an adjustment to the calculation of the indirect cost rate(s), to the second fiscal year subsequent to the fiscal year covered by this plan. *(Note: If a predetermined rate(s) or final rate(s) is used, then the carry forward provision does not apply).*

D. Audit Adjustments:

Immaterial adjustments resulting from the audit of information contained in this plan shall be compensated for in the subsequent indirect cost plans approved after the date of the audit adjustment. Material audit adjustments will require reimbursement from the LGA. For rates covering a future fiscal year, unallowable costs will be removed from the indirect cost pool(s) and the rate(s) appropriately adjusted.

E. Record Retention:

The proposal and all related documentation must be retained for audit in accordance with the record retention requirements of the State or Federal agreements for which the indirect rate(s) will be billed or for three years after the fiscal year for which the rate(s) is calculated, whichever is longer.

F. Use by Other Federal Agencies:

Authority to accept this agreement by the Department has been delegated by the Federal Highway Administration, California Division. The purpose of this acceptance is to permit the LGA to bill indirect costs to Title 23 funded projects administered by the Federal Department of Transportation (DOT).

The acceptance will also be used by the Department in state-only funded projects.

G. Other:

If any Federal contract, grant, or other agreement is reimbursing indirect costs by a means other than the accepted rate(s) in this Agreement, the LGA should (1) credit such costs to the affected programs, and (2) apply the accepted rate(s) to the appropriate base to identify the proper amount of indirect costs allocable to these programs.

H. Rate Calculation for Fixed Rate with Carryforward:

FY 2017 Budgeted/Estimated Indirect Costs	\$1,287,177
Carry Forward from FY 2015	<u>\$165,593</u>
Budgeted FY 2017 Indirect Costs	\$1,452,770
FY 2017 Budgeted/Estimated Direct Salaries & Wages (or applicable base)	\$1,436,327
FY 2017 Indirect Cost Rate	101%

CERTIFICATION OF INDIRECT COSTS

This is to certify that I, **Luis Mendez**, have reviewed the indirect cost rate proposal submitted herewith and to the best of my knowledge and belief:

- (1) All costs included in the proposal to establish billing of an indirect cost rate(s) for fiscal year 2017 (July 1, 2016 to June 30, 2017) are allowable in accordance with the requirements of the Federal and State award(s) to which they apply and 2 Code of Federal Regulations (CFR), Part 200, "Cost Principles", Subpart E, and Appendices V & VII for State, Local, and Indian Tribal Governments. Unallowable costs have been adjusted for in allocating costs as indicated in the cost allocation plan.
- (2) All costs included in this proposal are properly allocable to Federal and State awards on the basis of a beneficial or causal relationship between the expenses incurred and the agreements to which they are allocated in accordance with applicable requirements. Further, the same costs that have been treated as indirect costs have not been claimed as direct costs. Similar types of costs have been accounted for consistently and the Federal Government and the Department will be notified of any accounting changes that would affect the fixed, final, or predetermined rate(s).
- (3) I understand that during the predetermined (or extension) period, there will be no changes to the ICAP/ICRP calculation methodology used, no changes to our financial management system (i.e. change in processes, or in accounting software), and no substantial changes to our organizational structure and program(s).
- (4) I understand that if a rate extension is granted, I may not request a rate review until the extension period ends and that at the end of the extension period, I must re-apply to develop and negotiate a rate(s).
- (5) I understand that the ICAP/ICRP package along with all supporting documentation from which the proposed rates are developed must be retained for audit in accordance with the

record retention requirements of the State or Federal agreements for which the indirect rate(s) will be billed or for three years after the fiscal year for which the rate(s) is calculated, whichever is longer.

- (6) Additionally, I understand that in accordance with 2 CFR, Part 200, Appendix VII, refunds shall be made if proposals are later found to have included costs that are unallowable as specified by law or regulation, as identified in Subsection 200.420 to this part, or by the terms and conditions of Federal and State award, or are unallowable because they are clearly not allocable to Federal or State awards. These adjustments or refunds will be made regardless of the type of rate(s) negotiated (predetermined, final, fixed or provisional). For rates covering a future fiscal year (i.e. extended rates), the unallowable costs will be removed from the indirect cost pool(s) and the rate(s) appropriately adjusted for all fiscal years covered by the extension.

I acknowledge as a representative of Santa Cruz County Regional Transportation Commission that the proper use and application of the indirect rate contained in this indirect cost rate proposal is the responsibility of the Santa Cruz County Regional Transportation Commission and such use may be subject to audit by the Department or Federal Highway Administration. Failure to cooperate with an audit can result in the withdrawal of Department acceptance and require immediate reimbursement of previously reimbursed indirect costs.

I declare that the foregoing is true and correct.

Government Unit: Santa Cruz County Regional Transportation Commission

Signature: Luis Mendez

Signature: Daniel Nikuna

Reviewed, Approved and Submitted by:

Prepared by:

Name of Official: **Luis Mendez**

Name of Official: **Daniel Nikuna**

Title: **Deputy Director**

Title: **Fiscal Officer**

Date of Execution: **November 30, 2016**

Telephone No.: **(831) 460-3200**

INDIRECT COST RATE(S) SUBMISSION ACCEPTANCE

The Department has received this ICAP/ICRP and accepts the plan for billing and reimbursement purposes.

Accepted by:

MARSUE MORRILL, CPA
Chief, External Audits – Local Governments
California Department of Transportation, Audits and Investigations
(916) 323-7105

Marsue Morrill
Signature

Date: 1/23/2017

AGENDA: March 9, 2017

TO: Budget and Administration/Personnel (B&A/P Committee)
FROM: Rachel Moriconi, Senior Transportation Planner
RE: Measure D Allocations to Recipient Agencies

RECOMMENDATIONS

Staff recommends that the Budget and Administration/Personnel (B&A/P) Committee review and provide input on the following Measure D items:

1. Draft 5-year fund projections for Measure D investment categories ([Attachment 1](#));
 2. Draft "Master Funding Agreement between the RTC and Recipient Agencies" ([Attachment 2](#));
 3. Draft "Implementation Guidelines for Direct Local Allocations" ([Attachment 3](#)); and
 4. Draft "5-Year Program of Projects" template ([Attachment 4](#)).
-

BACKGROUND

Measure D, the transportation improvement measure passed by more than a 2/3 majority of Santa Cruz County voters on November 8, 2016, provide funding for five categories of projects: neighborhood projects, highway corridors, transportation for seniors and people with disabilities, active transportation, and the rail corridor. The Regional Transportation Commission is responsible for implementation and administration of the measure. The Expenditure Plan categories: "Neighborhood Projects" and "Transportation for Seniors and People with Disabilities" include formula funding allocations to local jurisdictions and transit service providers for local efforts related to pavement maintenance, bicycle and pedestrian infrastructure, and transit/paratransit services.

DISCUSSION

Measure D Apportionment Projections

As discussed in a separate agenda item, Measure D net revenues (after costs required for administration, implementation and oversight of the measure), are estimated to total \$18.6 million in FY17/18. Funds will be distributed by formulas, as set forth in the voter-approved Measure D Expenditure Plan. Consistent with the draft FY17/18 budget and fund assumptions (see separate agenda item), [Attachment 1](#) shows preliminary FY17/18 and 5-year estimates for each funding category, project or recipient agency.

Revenues to each agency and category will be adjusted based on actual revenues (including any increase or decrease in growth rate), and Measure D administrative and implementation costs. Similar to Transportation Development Act (TDA) estimates, updated figures will be provided to agencies each year as part of the RTC budget development and adjusted periodically. Measure D apportionments to the cities and the county are proportional based on a combination of population (29%) from the State Department of Finance, lane miles of roadway (39%) from Caltrans, and transaction and use taxes generation (32%).

Master Funding Agreement and Guidelines for Formula Funds for Direct Allocations

Staff has begun drafting agreements and guidelines that delineate the requirements for Measure D funds that are directly allocated to local jurisdictions and transit operators, to ensure that funds are spent in accordance with the Measure D Ordinance and Expenditure Plan (Attachments 2 and 3). Staff anticipates that these documents will be revisited and updated as needed, especially within the first few years of Measure D implementation. Requiring an agreement be executed, based on a template, will ensure that a common set of "rules" is being used by RTC with each recipient.

The agreement is a comprehensive agreement that addresses policy and procedures required to implement the Measure D programs. The intent of the agreement and implementation guidelines is to clarify roles and responsibilities, provide guidance on eligible uses and expenditures of each fund type, outline the obligations of RTC in distributing the funds and the recipient agencies in expending the funds. The documents include mechanisms to ensure that Measure D funds increase or expand transportation projects and services (performance measures) and do not supplant funding already allocated to transportation activities ("maintenance of effort"), as mandated by California law.

The agreement and its implementing guidelines also include funding allocation, payment and expenditure provisions, direct local distribution summary, reporting and timely use of funds provisions, liability and indemnification responsibilities, and performance measures for each category.

Staff recommends that the B&A provide input on the draft documents (Attachments 2 & 3). These are preliminary draft documents. Staff is concurrently requesting input on the documents from RTC counsel and Measure D recipients.

Following approval of the agreement by recipient agencies and the RTC board, the allocation of funds pursuant to the agreement will be in effect beginning July 1, 2017.

Agencies that may receive funds from the highway corridors, rail corridor, and/or Monterey Bay Sanctuary Scenic Trail (Coastal Rail Trail)/Active Transportation categories are not the subject of these agreements and guidelines, though many of the same requirements will apply. Subsequent cooperative agreements will be

required for those funds. Those future agreements will delineate the roles of the agencies, liability and indemnification responsibilities, the manner and timing of reimbursement, project scope, cost, schedule and the funding plan, including matching funds, for each project or component of a Measure D project that is being implemented by another entity.

5-Year Program of Projects

All entities receiving Measure D funds (including the RTC) will be required to develop a five-year program of projects, identifying how each agency plans to use Measure D funds in the upcoming 5 years. The 5-year plan will be updated annually and approved through a public hearing process at each agency. Staff has worked with recipient agencies to develop a draft "5-Year Program of Projects" template ([Attachment 4](#)). **Staff recommends that the B&A provide input on the template.**

RTC staff is currently developing five-year plans for each of the regional transportation categories -- Highway Corridors, Active Transportation/Coastal Rail Trail, and the Rail Corridor, as well as San Lorenzo Valley/Highway 9 Corridor Improvements, and the Highway 17 Wildlife Crossing. Those plans will be presented to RTC advisory committees and the RTC board this spring and adopted following a public hearing in June 2017.

Starting in 2018 agencies will submit an annual report which includes an updated five-year program of projects, a report on the prior year expenditures, progress made to improve the transportation system, maintenance of effort using other revenues for transportation, and the degree that Measure D funds were used to secure additional funding from other sources (matching funds). The Measure D Oversight Committee and annual fiscal audit will review the annual report of expenditures to ensure funds were expended consistent with the requirements of Measure D.

Next Steps

Staff recommends that the Budget and Administration/Personnel Committee review and provide input on the 5-year funding projections; draft master agreement and guidelines for funds from the "Neighborhood Programs" and "Transit for Seniors and People with Disabilities" categories to be distributed by formula to cities, the County, METRO, and Community Bridges; and the 5-year plan template to be used by recipients agencies and for major projects.

RTC staff will incorporate comments from the B&A and distribute the draft agreement and guidelines, as well as the five year estimate of revenues, to recipient agencies after the B&A meeting. The direct recipient agreements and five-year program of projects will need to be approved by the respective boards/councils by June 30, 2017. The annual report, including updated five year plans and reports on how revenues were spent in FY17/18 will be issued late in 2018. The program

of projects approved by each agency will be posted on the RTC's Measure D website.

Later this year, staff will be refining 30-year revenue projections and the long term implementation plan. The implementation plan will provide a timeline and projections for delivery and cash flow of regional projects. As set forth in Section 8 of the Measure D Ordinance, the implementation plan will be updated at least every five years, following a public hearing. The purposes of the implementation plan are to provide additional information on the scope, cost, and delivery schedule of each Expenditure Plan project or program, provide updated revenue projections and discuss possible financing tools that may be needed to deliver the Expenditure Plan within the 30 years promised to voters. It will also describe the risks, critical issues and opportunities that the RTC should address to expeditiously deliver the Expenditure Plan, including opportunities for matching funds and proposed bonding to accelerate project delivery. Per the voter-approved ordinance, pay-as-you-go financing is the preferred method of financing transportation improvements and programs. However, the RTC, per the ordinance, may decide to use bond financing to accelerate larger regional projects. Use of bonding or short term loans will depend on project delivery schedules, funding needs, matching fund opportunities, and cash flow estimates. Direct recipients may not bond against Measure D revenues, but could access options such as cooperative fund agreements among agencies receiving Measure D funds, or other means to advance funding for ready projects. Staff plans to bring the draft five-year program of projects for regional categories and the strategic implementation plan to the RTC board for review at their May meeting.

SUMMARY

Measure D includes funds that will be allocated by formula to cities, the County of Santa Cruz, Santa Cruz METRO, and Community Bridges. These Measure D recipient agencies are in the process of developing a five-year program of projects. In order to ensure that requirements set forth in the Measure D Ordinance are implemented, Staff has drafted a master agreement and guidelines for Measure D funds to be distributed by formula to cities, the County of Santa Cruz, Santa Cruz Metropolitan Transit District (METRO), and Community Bridges.

Attachments:

1. Measure D 5-Year Apportionment Estimates
2. Draft Master Fund Agreement
3. Draft Implementation Guidelines
4. Draft "5-Year Program of Projects" report template

ATTACHMENT 1

Measure D Apportionment Estimates	FY 2017-18	5-Year
Neighborhood Projects (30%)	5,596,173	27,980,865
Hwy 9 Projects and Hwy 17 Wildlife Xing	500,000	2,500,000
City of Capitola	286,471	1,432,356
City of Santa Cruz	1,157,040	5,785,201
City of Scotts Valley	249,672	1,248,359
City of Watsonville	774,170	3,870,849
County of Santa Cruz	2,628,820	13,144,100
Highway Projects (25%)	4,663,477	23,317,387
Santa Cruz METRO (16%)	2,984,626	14,923,128
Community Bridges (4%)	746,156	3,730,782
Active Transportation (17%)	3,171,165	15,855,823
Rail Corridor (8%)	1,492,313	7,461,564
Total	18,653,910	93,269,549

PRELIMINARY DRAFT – For Discussion Purposes

**MEASURE D
MASTER FUNDING AGREEMENT
between the
SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
and the
[INSERT RECIPIENT]**

This Master Funding Agreement (“AGREEMENT”, effective the 1st of April 1, 2017, is entered into by and between the Santa Cruz County Regional Transportation Commission (“RTC”) and the [Insert Recipient] (“RECIPIENT”).

RECITALS

A. On November 8, 2016, the voters of Santa Cruz County, pursuant to the provisions of the Local Transportation Authority and Improvement Act, California Public Utilities Code, Division 19, Section 180000 et seq. (the “Act”), adopted an ordinance approving the Santa Cruz County Transportation Improvement Plan Measure (“Measure D”), thereby authorizing Santa Cruz County Regional Transportation Commission (“RTC”) to administer the proceeds from a retail transaction and use tax of one-half of one-percent (0.5%).

B. The duration of the Measure D sales tax will be 30 years from the initial date of collection, which is April 1, 2017, with said tax to terminate/expire on March 31, 2047. The tax proceeds will be used to pay for the programs and projects outlined in the Measure D Expenditure Plan and Ordinance, as it may be amended.

C. The Measure D Ordinance authorizes the RTC to allocate, administer, and oversee the expenditure of all Measure D revenues and to distribute revenues no less than quarterly to local jurisdictions, Santa Cruz Metropolitan Transit District (METRO), and the Consolidated Transportation Service Agency (Community Bridges), consistent with the formulas and provisions set forth in the Expenditure Plan;

D. This Agreement delineates the requirements of the Measure D funds that are directly allocated to local jurisdictions and transit operators, as authorized by the Measure D Expenditure Plan. Funds for projects identified in the expenditure plan to be funded from the highway corridors, rail corridor, and/or Monterey Bay Sanctuary Scenic Trail (Coastal Rail Trail) categories are not the subject of this AGREEMENT, and RECIPIENT will be required to enter into a separate agreement for any funds from those investment categories.

E. This AGREEMENT was approved by the governing body of the RTC on [REDACTED], 2017.

NOW, THEREFORE, it is mutually agreed by and between the parties as follows:

ARTICLE I: FUNDING ALLOCATIONS

1. This AGREEMENT authorizes the RTC to allocate the direct allocation funds derived from Measure D receipts as described in the voter-approved Ordinance and Expenditure Plan for the following:

- Neighborhood Projects: Direct Allocation to Cities and County
- Transportation for Seniors and People with Disabilities: Direct Allocation to Service Providers

2. All Measure D distributions pursuant to this AGREEMENT shall be effective as of July 1, 2017.

PRELIMINARY DRAFT – For Discussion Purposes

A. Neighborhood Projects (Local Jurisdiction) Program

1. RTC will distribute Measure D Neighborhood Projects direct allocation funds at least quarterly to incorporated cities and the County of Santa Cruz pursuant to a formula weighted based on each jurisdiction's proportional share of the countywide population (29%), lane miles of roadway (39%) and site in Santa Cruz County where revenue from the Measure D transaction and use tax is generated (32%). RECIPIENT's allocations are subject to change based on variations in annual population, road mile, and tax site generation figures. Data will be updated each year based on the latest available data.

2. The *Measure D: Implementation Guidelines for Direct Local Allocations* ("Implementation Guidelines") provide program eligibility and fund usage guidelines, definitions, additional requirements, and guideline adoption details. Said guidelines are hereby incorporated into this AGREEMENT by reference.

3. Consistent with the Measure D Expenditure Plan, Measure D revenues will be allocated by formula to the cities of Capitola, Santa Cruz, Scotts Valley, and Watsonville and the County of Santa Cruz for transportation projects. Projects to be funded with Measure Revenues may include: fixing potholes, local roadway repairs, rehabilitation, reconstruction and intersection improvements; new and improved sidewalks, crosswalks and bicycle lanes and paths, especially near schools; and other transportation projects as necessary for the benefit of residents in those jurisdictions. The County of Santa Cruz and the cities of Capitola, Santa Cruz, Scotts Valley and Watsonville, who are best able to determine their current and future local transportation needs, shall each prepare an annual report through a public process to identify how they plan to spend their share of measure funds and how measure funds were spent in the prior year.

B. Transportation for Seniors and People with Disabilities Program

1. RTC will distribute Measure D direct allocation funds pursuant to set percentages detailed in the Measure D Expenditure Plan.

2. As noted in the Measure D Expenditure Plan: 16% of net Measure Revenues will be distributed to Santa Cruz Metropolitan Transit District (METRO) to provide transit and paratransit service for Seniors and people with disabilities. 4% of net Measure Revenues will be allocated to the Consolidated Transportation Services Agency for Santa Cruz County (Community Bridges-Lift Line) for paratransit service. Paratransit works with social service agencies to increase transportation options for Seniors, individuals with disabilities, and persons with low incomes.

3. The *Measure D: Implementation Guidelines for Direct Local Allocations* ("Implementation Guidelines") provide program eligibility and fund usage guidelines, definitions, additional requirements, and guideline adoption details. Said guidelines are hereby incorporated into this AGREEMENT by reference.

ARTICLE II: PAYMENTS AND EXPENDITURES

A. RTC'S DUTIES AND OBLIGATIONS

1. Within thirty working days of actual receipt of the Measure D sales tax revenues from the State Board of Equalization ("BOE") RTC shall remit to the RECIPIENT its designated amount of available direct allocation funds disbursed on a no less than quarterly basis by the formulas described above. As noted in the Measure D Expenditure Plan: distribution percentages are net after costs required for

PRELIMINARY DRAFT – For Discussion Purposes

administration, implementation and oversight of the measure, including annual independent fiscal audits, reports to the public, preparation and implementation of state-mandated reports, oversight committee, and other administration, implementation and oversight responsibilities as may be necessary to administer and implement the Ordinance and the Expenditure Plan.

2. RTC shall annually update the Measure D fund revenue projections and the resulting fund allocation formulas to reflect the most current data available. RTC shall use the updated Measure D program allocation formulas in the allocations beginning July 1 of each new fiscal year, which is from July 1 to June 30.

3. RTC shall report quarterly to the public the amount of Measure D revenues distributed to RECIPIENT quarterly and for the fiscal year.

4. RTC shall provide for an independent annual audit of its financial statements including revenues and expenditures and also of its calculation of the allocation formula for distributing Measure D revenues to various recipients and render an annual report to the RTC within 180 days following the close of the fiscal year.

5. RTC shall provide timely notice to RECIPIENT prior to conducting an audit of expenditures made by RECIPIENT to ensure that expenditures are in compliance with this AGREEMENT and the Measure D Ordinance and Expenditure Plan.

B. RECIPIENT'S DUTIES AND OBLIGATIONS

1. RECIPIENT shall expend all Measure D funds received in compliance with the applicable guidelines and Plan(s), including the Implementation Guidelines, the Measure D Ordinance, Expenditure Plan, 30-year Implementation Plan, and the Regional Transportation Plan and performance measures, as they may be adopted or amended by RTC from time to time.

2. RECIPIENT shall set up and maintain an appropriate system of accounts to report on Measure D funds received. RECIPIENT must account for Measure D funds, including any interest received or accrued, separately for each program, and from any other funds received from the RTC. The accounting system shall provide adequate internal controls and audit trails to facilitate an annual compliance audit for Measure D funds and the respective usage and application of said funds. RTC and its representatives, agents and nominees shall have the absolute right at any reasonable time to inspect and copy any accounting records related to such funds, except to the extent specifically prohibited by applicable law.

3. RECIPIENT shall expend Measure D funds in compliance with timely use of funds policies for Direct Local Distributions, as approved by the RTC, and as they may be adopted or amended by RTC from time to time.

4. RECIPIENT hereby agrees to and accepts the formulas used in the allocation of Measure D revenues as reflected in the voter-approved Measure D Ordinance and Expenditure Plan, and agrees to accept the annual update of the sales tax allocation formulas, as reported by the RTC in its annual budget.

5. RECIPIENT hereby agrees that prior to commencement of any specific project or activity utilizing Measure D revenues, applicable provisions of the California Environmental Quality Act (CEQA) shall be completed.

6. RECIPIENT hereby agrees to actively work to leverage or secure matching outside funding sources. Any additional transportation revenues made available through their replacement by matching

PRELIMINARY DRAFT – For Discussion Purposes

funds will be spent based on the principles outlined for fund allocations described in the Ordinance and Expenditure Plan.

C. OTHER EXPENDITURE CONDITIONS AND RESTRICTIONS

1. **Transportation Purposes Only:** RECIPIENT shall use all Measure D funds solely for transportation purposes as defined by the authorizing ballot measure. Any jurisdiction that violates this provision shall have their allocations suspended and must fully reimburse all misspent funds, including all interest which would have been earned thereon to be redistributed to other projects in the Neighborhood Projects or Transit categories of Measure D.

2. **Interest Earnings:** As set forth in the Measure D Ordinance, agencies implementing the Expenditure Plan projects may accumulate revenue over multiple years so that sufficient funding is available for larger and long-term projects. Any interest income earned on funds allocated pursuant to the Measure D ordinance or this agreement shall be expended only for the purposes for which the funds were allocated.

- a. Interest earnings on must be spent on the eligible uses defined in the Measure D Expenditure Plan, Ordinance, and “Implementation Guidelines.”
- b. Beginning in FY 18/19, each recipient agency shall estimate annual interest earnings and reflect these earnings in their 5-Year Program of Projects.
- c. The expenditure of interest earnings according to this policy will be included in the annual audit required by the Measure D Ordinance.

3. **Maintenance of Effort/Non-Substitution of Funds:** RECIPIENT shall use Measure D funds to supplement and not replace existing revenues used for transportation purposes, agency indirect costs or overhead. As set forth in the Measure D Ordinance: Existing funds, revenues and other resources being used for transportation purposes include but are not limited to federal and state funding, the collection of traffic impact mitigation fees, other local impact fees, and dedications of property. The funds generated by the Transportation Tax shall not be used to replace existing transportation funding or to replace requirements for new development to provide for its own transportation needs. The entities receiving Measure Revenues shall maintain their existing commitment of discretionary local transportation-related expenditures for transportation purposes pursuant to the ordinance, and the RTC shall enforce this requirement by appropriate actions, including fiscal audits of the local agencies.

4. **Cooperative Fund Agreements:** To maximize the effective use of funds, revenues may be transferred or exchanged between or among jurisdictions receiving funds from this measure. Jurisdictions receiving funds may, by annual or multi-year agreement, exchange funds provided that the percentage of funds allocated as provided in the Expenditure Plan is maintained over the duration of the period of time the tax is imposed. Agreements to exchange funds, including fund repayment provisions, must be approved by the RTC and shall be consistent with all rules adopted or approved by the RTC relating to such exchanges. The RTC may exchange Measure D revenues for State or federal funds allocated or granted to any public agency within or outside the area or jurisdiction of the RTC to maximize effectiveness in the use of the Measure D revenues. Such federal or State funds shall be distributed in the same manner as Measure D revenues. The RTC shall maintain for public review an accounting of all balances that are subject to cooperative agreements approved pursuant to this section.

5. **Staff Cost Limitations:** Direct costs associated with the delivery of programs and projects associated with Measure D programs, including direct staff costs and consultant costs, are eligible uses of Measure D funds. The intent of the measure is to expand and improve the transportation network through the construction, maintenance and operation of transportation projects and services. RTC does not allow

PRELIMINARY DRAFT – For Discussion Purposes

indirect costs, unless the RECIPIENT submits an independently audited/approved Indirect Cost Allocation Plan.

ARTICLE III: REPORTING REQUIREMENTS

A. REQUIREMENTS AND WITHHOLDING

1. RECIPIENT shall comply with each of the reporting requirements set forth below. If RECIPIENT fails to comply with one or more of these requirements, RTC may withhold payment of further Measure D funds to RECIPIENT until full compliance is achieved.

2. RECIPIENT shall, by December 31st of each year, submit to RTC separate independently audited financial statements for the prior fiscal year ended June 30 of Measure D funds received and used. The audit, which shall be made available to the public, shall report on evidence that the expenditure of funds is in accordance with the Expenditure Plan adopted by the voters. The RTC will prepare a publicly available annual report on past and upcoming activities and publish an annual financial statement.

3. RECIPIENT shall, by December 31st of each year, submit to RTC annual reports (covering the prior fiscal year) regarding programs and projects on which RECIPIENT expended Measure D funds. The RECIPIENT agency board shall annually adopt the annual report, after holding a public hearing. The annual report shall include 1) a five-year program of projects including information about each of the projects to be funded with Measure D revenues. RECIPIENT shall submit the program of projects to the RTC in a format that can be easily understood by members of the public; and 2) Description of expenditures of Measure Revenues from the most recently completed fiscal year.

4. RECIPIENT shall document expenditure activities and report on the performance of Measure D funded activities through the annual report process, or through other RTC performance and reporting processes as they may be requested, including but not limited to the annual Five-Year Program of Projects, planning and monitoring reports. The RTC shall utilize information from RECIPIENT on expenditures to prepare a comprehensive report to the public on the expenditure of Measure D revenues.

5. RECIPIENT shall install or mount signage adjacent to Measure D funded construction projects and/or on vehicles funded with Measure D funds (e.g., RECIPIENT, MEASURE D, and RTC logos; with statement such as “Your Measure D Transportation Tax Dollars Help Fund this Project/the Operation of This Vehicle!”) where practical, so Santa Cruz County taxpayers are informed as to how RECIPIENT is using Measure D funds. See separate “Measure D: Implementation Guidelines” for additional signage guidance.

6. RECIPIENT shall provide current and accurate information on RECIPIENT’s website, to inform the public about how RECIPIENT plans to and is using Measure D funds. RECIPIENT shall notify RTC staff once the draft 5-year program of projects is available for public review and at least four weeks in advance of the anticipated date of board action on the annual 5-year Program of Projects.

7. RECIPIENT shall, at least annually, publish an article highlighting a project or program funded by Measure D funds.

8. RECIPIENT shall actively participate in a public information program, in partnership with RTC and/or its advisory committees, as a means of ensuring that the public has the ability to access information about which projects and programs are funded through Measure D funds.

PRELIMINARY DRAFT – For Discussion Purposes

9. RECIPIENT shall make its administrative officer or designated staff available upon request to render a report or answer any and all inquiries in regard to RECIPIENT's receipt, usage, and/or compliance audit findings regarding Measure D funds before the RTC and/or the Independent Oversight Committee or RTC advisory committees, as applicable.

10. RECIPIENT agrees that RTC may review and/or evaluate all project(s) or program(s) funded pursuant to this AGREEMENT. This may include visits by representatives, agents or nominees of RTC to observe RECIPIENT's project or program operations, to review project or program data and financial records, and to discuss the project with RECIPIENT's staff or governing board.

ARTICLE IV: OTHER PROVISIONS

A. INDEMNITY BY RECIPIENT

1. Neither RTC, nor its governing body, elected officials, any officer, consultant, agent, or employee thereof shall be responsible for any damage or liability occurring by reason of anything done or omitted to be done by RECIPIENT in connection with the Measure D funds distributed to RECIPIENT pursuant to this AGREEMENT. It is also understood and agreed, pursuant to Government Code Section 895.4, RECIPIENT shall fully defend, indemnify and hold harmless RTC, its governing body, and all its officers, agents, and employees, from any liability imposed on RTC for injury (as defined in Government Code Section 810.8) occurring by reason of anything done or omitted to be done by RECIPIENT in connection with the Measure D funds distributed to RECIPIENT pursuant to this AGREEMENT.

B. INDEMNITY BY RTC

1. Neither RECIPIENT, nor its governing body, elected officials, any officer, consultant, agent, or employee thereof shall be responsible for any damage or liability occurring by reason of anything done or omitted to be done by RTC under or in connection with any work, authority or jurisdiction delegated to RTC under this AGREEMENT. It is also understood and agreed, pursuant to Government Code Section 895.4, RTC shall fully defend, indemnify, and hold harmless RECIPIENT, and its governing body, elected officials, all its officers, agents, and employees from any liability imposed on RECIPIENT for injury (as defined in Government Code Section 810.8) occurring by reason of anything done or omitted to be done by RTC under or in connection with any work, authority or jurisdiction delegated to RTC under this AGREEMENT.

C. JURISDICTION AND VENUE

1. The laws of the State of California will govern the validity of this AGREEMENT, its interpretation and performance, and any other claims to which it relates. All legal actions arising out of this AGREEMENT shall be brought in a court of competent jurisdiction in Santa Cruz County, California and the parties hereto hereby waive inconvenience of forum as an objection or defense to such venue.

D. ATTORNEYS' FEES

1. Should it become necessary to enforce the terms of this AGREEMENT, the prevailing party shall be entitled to recover reasonable expenses and attorneys' fees from the other party.

F. TERM

Measure D
Implementation Guidelines for Direct Local Allocations for
Neighborhood Projects and Transportation for Seniors and People with Disabilities

Section 1. Purpose

- A. To specify the eligible uses of and requirements for funds authorized under Measure D (2016) that local jurisdictions, Santa Cruz Metropolitan Transit District (METRO), and Community Bridges must follow in their use of Measure D funds authorized under the “Neighborhood Projects” and “Transportation for Seniors and People with Disabilities” categories. These guidelines are incorporated by reference into the *Measure D Master Funding Agreement*. Additional terms and conditions are contained in the agreements themselves, the Measure D Ordinance and Expenditure Plan. The intent of these guidelines is to:
1. Provide guidance on eligible uses and expenditures of Measure D “Neighborhood Projects” and “Transportation for Seniors and People with Disabilities” direct allocation funds.
 2. Guide implementation of the Measure D Ordinance and Expenditure Plan, as it relates to these direct allocations.
- B. These guidelines only apply to the ongoing formula allocations of net revenues to cities, the County of Santa Cruz, and transit/paratransit operators (RECIPIENTS). Separate Guidelines apply to “Neighborhood Projects” investments which are allocated specific dollar amounts (Highway 9 Corridor in San Lorenzo Valley and Highway 17 Wildlife Crossing) and other Measure D investments categories (Highway Corridors, Active Transportation, and Rail Corridor).

Section 2. Authority

- A. The Santa Cruz County Regional Transportation Commission (RTC) is responsible for implementation of Measure D. These Implementation Guidelines, adopted by the RTC board, set forth eligible uses and expenditures of Measure D revenues designated to the “Neighborhood Projects” and “Transportation for Seniors and People with Disabilities” categories. The RTC may update these guidelines on an as-needed basis and will do so with involvement of Measure D revenue recipients, and the RTC’s technical, bicycle, and elderly/disabled advisory committees, as applicable. Exceptions to these guidelines must be requested in writing and be approved by the RTC board.

Section 3. Background

- A. On November 8, 2016, voters approved the 2016 Santa Cruz County Transportation Improvement Plan - Expenditure Plan: Measure D, which allocates 30% of net revenues to a “Neighborhood Projects” program and 20% to a “Transportation for Seniors and People with Disabilities” program. Master funding agreements clarify eligible fund uses and expenditures in association with Direct Local Allocation funds (also referred to as formula funds, direct distributions, direct allocations).
- B. **Neighborhood Projects – Direct Allocation to Cities and County:** As set forth in the voter approved Expenditure Plan, all but \$15 million total over 30 years of 30% of net Measure D revenues will be distributed to the cities of Capitola, Santa Cruz, Scotts Valley, and Watsonville and the County

of Santa Cruz for eligible transportation projects based on the formula set forth in the Measure D Expenditure Plan.

- C. **Transportation for Seniors and People with Disabilities - Direct Allocation to Service Providers** funds will be distributed as follows:
1. 16% of net Measure Revenues will be distributed to Santa Cruz Metropolitan Transit District (METRO) to provide transit and paratransit service for seniors and people with disabilities.
 2. 4% of net Measure Revenues will be allocated to the Consolidated Transportation Services Agency (CTSA) for Santa Cruz County (Community Bridges-Lift Line) for paratransit services that increase transportation options for seniors, individuals with disabilities, and persons with low incomes.
- D. In the event that any agency that is designated funds through the Expenditure Plan is dissolved, the redistribution of funds will be based on the same formulas minus the dissolved agency. New or successor entities that come into existence in Santa Cruz County during the life of the Expenditure Plan, such as incorporation of a new city, merging of agencies, or designation of a new agency as the county Consolidated Transportation Services Agency or transit agency, may be considered as eligible recipients of funds through the amendment process as set forth in the Ordinance.

Section 4. Definition of Terms

- A. **Authority/RTC:** The Santa Cruz County Regional Transportation Commission (RTC) is the state-designated regional transportation planning agency and is the Local Transportation Authority (Authority) for Santa Cruz County which performs long-range planning and funding for countywide transportation projects and programs, and administers the Measure D half-cent transportation sales tax programs, approved by voters on November 8, 2016.
- B. **Capital project:** A capital investment that typically requires the following phases: planning/feasibility, scoping, environmental clearance, design, right-of-way, construction, and completion.
- C. **Complete Street:** A transportation facility that is planned, designed, operated, and maintained to provide safe mobility for all users, including bicyclists, pedestrians, transit vehicles, truckers, and motorists, appropriate to the function and context of the facility. Complete street concepts apply to rural, suburban, and urban areas. (Caltrans definition)
- D. **Complete Streets Act of 2008:** The California Complete Streets Act (Assembly Bill 1358) was signed into law in September 2008. It requires that local jurisdictions modify their general plans as follows:
1. Commencing January 1, 2011, upon any substantial revision of the circulation element, the legislative body shall modify the circulation element to plan for a balanced, multimodal transportation network that meets the needs of all users of the streets, roads, and highways for safe and convenient travel in a manner that is suitable to the rural, suburban, or urban context of the general plan.

2. For the purposes of this paragraph, “users of streets, roads, and highways” means bicyclists, children, persons with disabilities, motorists, movers of commercial goods, pedestrians, users of public transportation, and seniors.”
- E. **Cost Allocation Plans (CAPs):** CAPs and indirect cost (IDC) rate proposals are plans that provide a systematic manner to identify, accumulate, and distribute allowable direct and indirect costs to programs funded through the RTC Master Funding Agreements.
- F. **Direct cost (DC):** A cost completely attributed to the provision of a service, operations, a program, a capital cost, or a product. These costs include documented hourly project staff labor charges (salaries, wages, and benefits) that are directly and solely related to the implementation of Measure D-funded projects, consultants, contractors, and materials. These funds may be used for travel or training if they are directly related to the implementation of the “Neighborhood Projects” and “Transportation for Seniors and People with Disabilities” funds.
- G. **Direct Local Allocation (or Distribution) Funds:** Funds allocated based upon a funding formula defined in a voter approved measure and allocated to eligible agencies on a regularly schedule basis (no less than quarterly).
- H. **Education and promotion:** Marketing, education, information, outreach, and promotional campaigns and programs funded by Measure D.
- I. **Environmental documents:** Preparation of environmental documents, such as those related to the California Environmental Quality Act (CEQA) or the National Environmental Policy Act (NEPA), or permits required by state or federal permitting agencies.
- J. **Equipment and vehicles:** Purchase or lease of vehicles and equipment for Measure D-funded transportation services, information dissemination, fare collection, maintenance, etc.
- K. **Grants:** Funding for plans, programs, or projects based on a competitive call for projects; evaluated based on applicable evaluation criteria; and allocated based on a reimbursement basis.
- L. **Indirect cost:** Also known as “overhead,” any cost of doing business other than direct costs. These costs include utilities, rent, administrative staff, officers’ salaries, accounting department costs, and personnel department costs, which are requisite for general operation of the organization but are not directly allocable to a particular service or product.
- M. **Maintenance:** Repairs, renovation, or upgrade of existing facility or infrastructure.
- N. **Net Measure D Revenues:** The net amount of Measure D sales tax revenues remaining after costs required for administration, implementation and oversight of the measure. These expenses include annual independent fiscal audits, reports to the public, preparation and implementation of state-mandated reports, oversight committee, and other administration, implementation and oversight responsibilities as may be necessary to administer and implement the Ordinance and the Expenditure Plan. Net revenues are distributed by formula to the investment categories identified in the Expenditure Plan.
- O. **Operations:** Provision of services that operate transportation facilities and programs. Operations costs do not include the costs to operate community outreach or other programs not directly related to a

specific transportation service, program, or product.

- P. **Pedestrian crossing improvements:** Pedestrian crossing improvements such as crosswalks, roadway/geometric changes, or reconfiguration specifically benefiting pedestrians.
- Q. **Planning:** Identification of project and program current conditions and needs and development of strategies and plans to address the identified needs.
- R. **Project completion/closeout:** Inspection/project acceptance, final invoicing, final reporting, and the processes for closing out a project.
- S. **Recipient:** Agencies receiving direct allocations of funds from the “Neighborhood Projects” and “Transportation for Seniors and People with Disabilities” Expenditure Plan categories.
- T. **Scoping and project feasibility:** Early capital project phases that identify project needs, costs, and implementation feasibility.
- U. **Sidewalks and ramps:** New sidewalks, sidewalk maintenance, curb ramps, and stairs/ramps for pedestrian and Americans with Disabilities Act access.
- V. **Signage:** Warning, regulatory, wayfinding, or informational signage.
- W. **Signals:** New traffic signals or crossing signals, signal upgrades, countdown signals, audible signals, or signal timing improvements.
- X. **Street resurfacing and maintenance:** Repaving and resurfacing of on-street surfaces, including striping.
- Y. **Traffic calming:** Infrastructure primarily aimed at slowing down motor vehicle traffic.

Section 5. Fund Allocations

A. “Neighborhood Projects” Direct Allocation Funds

1. *General:* RTC distributes Measure D “Neighborhood Projects” funds to incorporated cities in the county and to the County of Santa Cruz to be spent on transportation capital improvements intended to directly maintain and improve the multimodal local streets and roads network in Santa Cruz County. Each city and Santa Cruz County will receive their proportional share (which share shall be adjusted annually as described in the Master Funding Agreement) of the direct allocation Neighborhood Projects funds based on the formula specified in the Measure D Expenditure Plan. These funds are allocated on a no less than quarterly basis directly to each city and the County. These funds must be placed in a separate account for the Measure D program and will require annual audits. Agencies will maintain all interest accrued from the Measure D funds within the program.
2. *Formula:* Neighborhood Project Funds to cities and the County of Santa Cruz shall be distributed by the following formula: Proportional share of the countywide population (29%), lane miles of roadway (39%) and site where the Measure Revenue from the transaction and use tax is generated

(32%). Population, road mile, and tax site generation figures will be updated each year based on the latest available data.

3. *Eligible Project Types:* These funds may be used for any local transportation need based on local priorities identified in the recipient agency's annually updated 5-Year Program of Projects. Neighborhood Projects to be funded with Measure D revenues may include the items below under Eligible Uses (5) which are determined as necessary for the benefit of residents in those jurisdictions and approved through a public process by the jurisdiction.
4. The County of Santa Cruz and the cities of Capitola, Santa Cruz, Scotts Valley and Watsonville, who are best able to determine their local transportation needs, shall each prepare an annual report through a public process to identify how they plan to spend their share of measure funds in the next five years and how measure funds were spent in the prior year.
5. *Eligible Uses:* The Measure D "Neighborhood Projects" funds allocated to cities and the County of Santa Cruz may be used for capital projects, programs, maintenance, and operations that directly improve local streets and roads and local transportation. These include streets and roads projects, local transit projects, bicycle and pedestrian projects, projects (sponsored by others) that require local agency support, and other transportation projects, as approved through a public process by the jurisdiction. Projects will also incorporate complete streets practices that make local roads safe for all modes, including bicyclists and pedestrians, and accommodate transit. Eligible uses for these funds include, but are not necessarily limited to:
 - a. Capital projects, including:
 - i. All phases of capital projects, including feasibility studies, planning, environmental, right-of-way acquisition, construction, construction management
 - ii. Transportation infrastructure maintenance and preservation including fixing potholes, repaving, resurfacing, rehabilitation, and reconstruction of local streets, roads, pathways, and maintenance of curbs, gutters and drains.
 - iii. Intersection improvements, including signals, turn lanes, etc.
 - iv. Signage and striping on roadways, including crosswalks, traffic and bicycle lanes
 - v. Improvements or upgrades to transportation bridges and tunnels
 - vi. Installation of or upgrades to sidewalks and curb ramps
 - vii. Americans with Disabilities Act (ADA) on-street improvements, including sidewalk upgrades and curb ramp installations
 - viii. Purchase or lease of equipment or new vehicles dedicated for local streets and roads projects

- ix. Crossing projects including traffic signals, signage, traffic lights, and striping (at intersections, interchanges, railroads, freeways, etc.), including bicyclist and pedestrian treatments
 - x. Pedestrian facility installation and maintenance, including sidewalk repair and installation, curb ramps, countdown signals, accessible signals, at-grade crossings
 - xi. Bicycle facility installation and maintenance, including bikeways, bicycle routes, boulevards, lanes, multi-use pathways, green lanes, sharrows, bicycle boxes
 - xii. Improvements to roadways at rail crossings, including grade separations and safety protection devices
 - xiii. Pedestrian and bicycle access to, from and at transit facilities
 - xiv. Traffic calming projects
 - xv. Upgrades to or installation of new local streets and roads infrastructure including installation of streets, roads, and highways
 - xvi. Bus stop improvements, including bus pads, turnouts and striping
 - xvii. Improvements to roadways for truck or transit routing.
- b. Transportation system operations including:
- i. Operations of traffic signal system controls and interconnections, corridor monitoring and management, signal synchronization and transit prioritization.
 - ii. Public transit operations including bus, shuttle, rail, and paratransit services
 - iii. Safe routes to schools programs.
- c. Direct staff and consultant costs that support eligible activities, including the annual report and audit for Measure D revenues.
- d. Direct staff training costs directly related to implementation of projects or programs implemented with the Measure D “Neighborhood Projects” Funds.
6. *Ineligible Uses*: The following is a list of ineligible uses of Measure D “Neighborhood Projects” funds:
- a. Non-transportation projects such as fees charged to capital construction projects for services or amenities not related to transportation
 - b. Capital projects, programs, maintenance, operations, or purchases that do not directly improve local transportation facilities
 - c. Projects or programs that exclusively serve city/county staff

- d. Indirect costs, unless the RECIPIENT submits an independently audited/approved Indirect Cost Allocation Plan.

B. “Transportation for Seniors and People with Disabilities” Funds

1. *General:* RTC distributes Measure D “Transportation for Seniors and People with Disabilities” funds to Santa Cruz METRO and the CTSA to be spent on transportation capital improvements, services, and operations that provide transportation services to seniors or people with disabilities, with the intent to maximize the number of rides provided. METRO and the CTSA will receive direct allocations of net Measure D funds based on the formulas specified in the Measure D Expenditure Plan. These funds are allocated on a no less than quarterly basis directly to each service provider. These funds must be placed in a separate account for the Measure D program. Agencies will maintain all interest accrued from the Measure D funds within the program.
2. *Formulas and Purpose:* As described in the voter-approved Measure D Expenditure Plan:
 - a. 16% of net Measure Revenues will be distributed to Santa Cruz Metropolitan Transit District (METRO) to provide transit and paratransit service for seniors and people with disabilities.
 - b. 4% of net Measure Revenues will be allocated to the Consolidated Transportation Services Agency (CTSA) for Santa Cruz County, Community Bridges-Lift Line, for paratransit services that increase transportation options for seniors, individuals with disabilities, and persons with low incomes.
3. The METRO and CTSA are best able to determine their transportation needs, shall each prepare a five-year plan through a public process to identify how they plan to spend their share of measure funds in the next five years and an annual report detailing how measure funds were spent in the prior year. Reports prepared by the CTSA are subject to review and concurrence from the RTC’s Elderly and Disabled Transportation Advisory Committee (E&D TAC).
4. *Eligible Uses:* The Measure D funds allocated to Santa Cruz Metropolitan Transit District (METRO) and Community Bridges-Lift Line (CTSA) may be used for capital projects, programs, maintenance, or operations that directly improve transportation for seniors and people with disabilities. Eligible uses for these funds include, but are not necessarily limited to:
 - a. Capital projects, including:
 - 1) All phases of capital projects, including feasibility studies, planning, environmental, right-of-way acquisition, construction, construction management
 - 2) Upgrades to or expansions to bus, paratransit, and shuttle infrastructure
 - 3) Purchase or lease of equipment or new vehicles for transit services
 - b. METRO public transit and paratransit system operations and services, including express, local, and feeder buses, shuttles, and paratransit services that serve seniors and people with disabilities

- c. Paratransit services operated by the CTSA.
 - d. Safety or security improvements for operators, passengers, service users, facilities, and infrastructure or property.
 - e. Direct staff and consultant costs to develop, plan, implement, manage, operate and maintain transit and paratransit projects and programs that serve seniors and people with disabilities.
 - f. Direct staff and consultant costs to provide customer service and outreach for transit and paratransit projects and programs
 - g. Direct staff and consultant costs that support eligible activities, including the annual report and audit for Measure D revenues
 - h. Direct staff training costs directly related to implementation of projects or programs implemented with the Measure D “Transportation for Seniors and People with Disabilities” funds
5. *Ineligible Uses:* The following is a list of ineligible uses of Measure D “Transportation for Seniors and People with Disabilities” funds:
- a. Non-transportation projects such as fees charged to capital construction projects for services or amenities not related to transportation
 - b. Capital projects, programs, maintenance, or operations that do not directly improve local transit or paratransit facilities or services
 - c. Projects or programs that exclusively serve recipient agency staff
 - d. Indirect costs, unless the RECIPIENT submits an independently audited/approved Indirect Cost Allocation Plan.
- C. **Approval of Projects/Program Lists:** All projects and programs that use Measure D “Neighborhood Projects” and “Transportation for Seniors and People with Disabilities” direct allocation funds must receive recipient-agency governing board approval prior to the agency expending the Measure D funding on the project/program. This approval allows the opportunity for the public to provide input on planning for Measure D-funded projects. These projects and programs must be included in the Five Year Program of Projects. Project sponsors are encouraged to use the Five Year Program of Projects template included as Attachment A.

Section 6. Performance Metrics

Recipients of Measure D revenues shall report on the performance of Measure D funded activities as par to the annual report process, or through other RTC performance and reporting processes as they may be requested, including but not limited to the annual Five-Year Program of Projects, planning and monitoring reports. Attachment 2 provides a sample list of performance measures that may be used.

Section 7. Maintenance of Effort

- A. Recipient shall use Measure D funds to supplement and not replace existing revenues used for transportation purposes, agency indirect costs or overhead. Existing funds, revenues and other resources being used for transportation purposes include but are not limited to federal and state funding, the collection of traffic impact mitigation fees, other local impact fees, and dedications of property. The funds generated by the Transportation Tax shall not be used to replace existing transportation funding or to replace requirements for new development to provide for its own transportation needs. The entities receiving Measure Revenues shall maintain their existing commitment of discretionary local transportation-related expenditures for transportation purposes pursuant to the ordinance, and the RTC shall enforce this requirement by appropriate actions, including fiscal audits of the local agencies.
- B. Agencies shall demonstrate their maintenance of effort through the annual report and audit.

Section 8. Complete Streets Policy Requirement

- A. To receive Measure D “Neighborhood Projects” funds, local jurisdictions must do both of the following with respect to Complete Streets policies:
 1. Have an adopted Complete Streets policy.
 2. Comply with the California Complete Streets Act of 2008, including any amendments. The California Complete Streets Act (AB1358) requires that local general plans do the following:
 - a. Commencing January 1, 2011, upon any substantial revision of the circulation element, the legislative body shall modify the circulation element to plan for a balanced, multimodal transportation network that meets the needs of all users of the streets, roads, and highways for safe and convenient travel in a manner that is suitable to the rural, suburban, or urban context of the general plan.
 - i. For the purposes of this paragraph, “users of streets, roads, and highways” means bicyclists, children, persons with disabilities, motorists, movers of commercial goods, pedestrians, users of public transportation, and seniors.
 - ii. The Governor’s Office of Planning and Research has developed detailed guidance for meeting this law: *Update to the General Plan Guidelines: Complete Streets and the Circulation Element*
https://www.opr.ca.gov/docs/Update_GP_Guidelines_Complete_Streets.pdf
 3. Agencies are encouraged to utilize the *Monterey Bay Area Complete Streets Guidebook*
<https://scrtc.org/projects/multi-modal/santa-cruz-county-complete-streets/>

Section 9. Pavement Condition Index Reporting

- A. To receive Measure D “Neighborhood Projects” funds, local jurisdictions must:
 1. Annually report on the citywide pavement condition index (PCI), which rates the “health” of local streets from 1 to 100, in the Annual Report.

- 2. If the PCI drops below the prior year’s average index, specify in the annual report what funding amounts, policies, or other needs are required to enable increasing the recipient’s PCI to 60 or above.

Section 10. Signage

- A. *Background:* The display of project signs is regularly utilized by public agencies to provide members of the public with information about the construction and operation of transportation projects. Project signs are posted near the location of the project, or on the vehicle in the case of bus transit projects, and typically display the project name, the project cost, funding source, project sponsor and estimated completion date. Project signs also are used to help inform the public of what programs help fund projects, like the Measure D transportation sales tax.
- B. *Project Signage Provisions:* RTC, in coordination with local project sponsors, will utilize project signs to provide members of the public with information on projects and programs that the Measure D program is helping deliver. Project sign guidelines will help provide uniformity for project sponsors in the implementation of the Measure D program. Projects that meet the thresholds identified in the guidelines will follow the appropriate display schedules and project signage type. While specifications for Measure D project signs have been developed by types of projects, if the prescribed sign type obstructs user accessibility or causes a potential safety hazard, project sponsors have the discretion to install alternative signage that displays the Measure D logo at a minimum.
- C. *Measure D Contribution Thresholds, Display Schedules, and Sign Specifications:* Measure D project sign installation will follow the Measure D contribution thresholds, display schedules, and sign specifications summarized in Attachment C. RTC will provide templates of sign specifications to project sponsors.

Section 11. Advancement of Direct Local Allocation Distribution Funds

- A. The RTC may consider advancing future year direct allocation funds, with the goal of seeing improvements made in the near term, if sufficient funding is available for short term loans from other Measure D programs. If a jurisdiction is interested in this option, a written request to the RTC Executive Director indicating the amount of funds requested and the projects on which the funds will be spent, is required. Requests will be considered on an individual basis.

Section 12. Adoption of Implementation Guidelines

- A. Implementation Guidelines are adopted by the RTC on an as-needed basis. Changes to Implementation Guidelines will be brought through the RTC’s Interagency Technical Advisory Committee for review and comment, as well as any other RTC committees as necessary, before changes are adopted by the RTC Commission.

Credit: These Measure D guidelines are adapted from ACTC’s “Implementation Guidelines for the Local Streets and Roads Program Funded through Measure B, Measure BB, and Vehicle Registration Fees”

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Attachment A – See Template Document: ATTACHMENT 4 of B&A staff report

ATTACHMENT B
SAMPLE PERFORMANCE MEASURES

PERFORMANCE MEASURE SUMMARY

Direct Local Distribution recipients are to document the performance and benefits of the projects and programs funded with Measure D funds. The following performance measures are a selection of performance standards to be documented by the recipients, as applicable. Additional or alternate performance measures may be requested by the RTC or recipients.

Performance reporting will be done through the annual report and audit process and/or various planning activities, as applicable. Performance will be evaluated periodically through the aforementioned evaluation reports to determine the effectiveness of investments and to inform future investment decisions. Note: The *Measure D Implementation Guidelines for Direct Local Allocations* may contain additional listing of performance measures by program type.

NEIGHBORHOOD PROJECTS PROGRAM (Local Streets and Roads - LSR)
PERFORMANCE MEASURES

Performance Measure	Performance Metric and Standard	Evaluation Horizon & Method	Corrective Action
Pavement State of Repair	Track Pavement Condition Index (PCI)	Every three years via Annual Report	Any agency with a falling PCI must provide an explanation
Complete Streets Implementation Expenditure of LSR Measure D funds on bicycle and pedestrian projects elements	<ul style="list-style-type: none"> ▪ Percent of annual Measure D LSR investment to support bicycling and walking. ▪ Number of linear feet or lane miles of bicycle facilities built or maintained (bike lanes, bike routes, multi-use pathways) ▪ Number of pedestrian projects completed (linear feet of sidewalks, number of crossing improvements/striping, quantify traffic calming items, lighting, landscaping/streetscape, number of curb/ADA ramps, linear feet of trail/pathway built or maintained) ▪ Describe how school access was improved for children bicycling and walking 	Annually via Annual Report	Provide an explanation if less than 15% of funds spent on bicycle and pedestrian facilities.
Capital Project and Program Investment Amount expended on capital projects and programs by phase (design, right-of-way, construction and capital support)	Investment into capital projects and programs is greater than funding program administration (outreach, staffing, administrative support)	Annually via Annual Report	Any agency expending less on capital investments compared to other activities must explain how capital investments will increase in the subsequent years

**TRANSPORTATION FOR SENIORS AND PEOPLE WITH DISABILITIES PROGRAM
PERFORMANCE MEASURES**

Performance Measure	Performance Metric and Standard	Evaluation Horizon and Method	Corrective Action
Ridership/Service Utilization <ul style="list-style-type: none"> ▪ Annual Ridership ▪ Passenger trips per revenue vehicle hour/mile 	Change in annual ridership and passenger trips per revenue vehicle hour/mile and qualitative explanation for possible reasons.	Annually via Annual Report	N/A
Cost Effectiveness <ul style="list-style-type: none"> ▪ Operating Cost per Passenger ▪ Operating Cost per Revenue Vehicle Hour/Mile 	Maintain operating cost per passenger or per revenue vehicle hour/mile; percentage increase less than or equal to inflation as measured by CPI	Annually via Annual Report	Any agency with significant increase in costs must provide an explanation
Service Provision <ul style="list-style-type: none"> ▪ Frequency and service span on major corridors or trunk lines ▪ Revenue hours ▪ Revenue miles 	<ul style="list-style-type: none"> ▪ 15 minute or better frequencies on major corridors or trunk lines: 10 minute or better frequencies during weekday peak periods ▪ Service span of 7 days/week, 20 hours per day ▪ Maintain or increase revenue hours/miles 	Annually via Annual Report	Any agency not meeting expected performance must provide an explanation and a description of how service provision will be met in the future
Service Operations and Provisions Number of people served or trips provided to seniors or people with disabilities	Track number of seniors or people with disabilities served by program. <ul style="list-style-type: none"> ▪ Service types such as ADA mandated paratransit, door-to-door service, taxi programs, accessible van service, shuttle service, group trips, travel training, meal delivery, and fixed-route transit 	Annually via Annual Report	N/A; Report on ridership or service data.
Cost Effectiveness Cost per Trip or Cost per Passenger Total Measure D program cost per one-way passenger trip divided by total trips or total passengers during period.	Maintain cost per trip or per passengers <ul style="list-style-type: none"> ▪ Service types such as ADA mandated paratransit, door-to-door service, taxi programs, accessible van service, shuttle service, group trips 	Annually via Annual Report	Any agency with significant increase in costs must provide an explanation

ATTACHMENT C: Measure D Project Sign Guidelines Summary			
Project Type	Measure D Funding Threshold	Display Schedule	Type of Signage
Neighborhood Projects: Capital Improvement Projects	Contribution greater than \$25,000	Prior to the construction, during construction and 1 months after the completion of construction.	2' by 3' sign for \$25k-\$999,999; 4' by 6' for greater than \$1 million
Transit/paratransit Capital	Contribution greater than \$10,000	Vehicles: Life of vehicle Transit Facilities and Amenities: Prior to the construction, during construction and 1 month after the completion of construction.	Vehicles: 18" by 18" Amenities: 2' by 3'
Transit Operations	Contribution greater than \$10,000	Funding duration	18" by 18"
Regional Capital Projects (Highway, Rail, Trail)	All projects	Prior to the construction, during construction and 3 months after the completion of construction	4' by 6' sign

5-Year Program of Projects Content

All agencies that use Measure D “Neighborhood Projects” and “Transportation for Seniors and People with Disabilities” direct allocation funds must receive governing board approval prior to the jurisdiction expending Measure D funding on any project/program. This approval allows the opportunity for the public to provide input on planning for local streets and roads and transit projects and programs.

Contents of 5-year Program of Projects, adopted by the jurisdiction’s governing board, following a public hearing (which may be done as part of agency’s overall budget or Capital Improvement Program adoption):

- 1) **5-year Project List:** List of projects on which to specifically spend Measure D funds. All projects must be consistent with the Measure D Ordinance/Expenditure Plan and Implementation Guidelines. They should be focused on addressing the promises made to voters.

- a. **Grouped Project List:** List in spreadsheet how you anticipate using Measure D allocations. *(see sample excel sheet)*

Name/ Road/ limits	Description, complete streets components	Total cost estimate	\$\$\$ of Measure D to be used each year					Other funds	Const. schedule
			FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22		

- b. **Major Projects** – In addition to including in one row of grouped list, include following basic info on each major project/program (*Next page includes sample template for this information or project sponsors can use their own template/fact sheet that includes this information.*)
 - i. Project name
 - ii. Description: Brief description of work to be done and project location
 - iii. Project benefits/purpose
 - iv. Complete Streets consistency
 - v. Cost/Funding: cost by phase, and other funds (secured or anticipated) - local, grants using by Measure D funds to leverage, etc.
 - vi. Schedule – timing of environmental review, design, right-of-way, and construction
- 2) **Future Funds (if applicable):** General description of anticipated use of Measure D funds through 2047 if know (e.g. priority future projects, if there is a large project you may be saving funds up for, or general ongoing roadway rehab, paratransit service, Active Transportation Plan implementation)
- 3) **Public Process:** Describe public input process – on 5-year plan and individual projects, and how these projects were prioritized.
 - Must be approved by recipient board after at least one public hearing
- 4) **Maintenance of effort:** Attach documentation of other revenues spent in past 3 years on transportation and amount budgeted in current/upcoming fiscal year.
 - Provide justification of any reduction in local funds designated for operations and/or projects.

Text from Measure D Ordinance related to 5-year Program of Projects – Section 32.A.1):

Each agency receiving Measure Revenue shall annually adopt, after holding a public hearing, an annual report which includes 1) a five-year program of projects including information about each of the projects to be funded with Measure Revenues allocated according to the Expenditure Plan. Local and regional agencies shall submit their program of projects to the Authority in a format that can be easily understood by members of the public.

MEASURE D: MAJOR PROJECT INVESTMENTS

Category: (list one-Neighborhood Projects, Highway Corridors, Transportation for People with Disabilities, Active Transportation/MBSST. Rail Corridor)

PROJECT NAME/TITLE

Implementing Agency: agency name

Description/Scope:

Brief description of work to be done and project location (plus graphics, photos, etc if available/appropriate)

Project Location/Limits:

Describe project location, include map if appropriate

Project Purpose/Need/Benefits:

Description of benefits, reasons for project

Complete Streets consistency:

Description of complete streets components of project; ensure consistency with Complete Streets Guidebook (see: check list too - <https://www.sccrtc.org/wp-content/uploads/2013/08/ChecklistFinal.pdf>)

If applicable:

Miles of New Bike Lanes/trails:

Miles of New Pedestrian Walkways/sidewalks:

Cost/Funding/Schedule Information:

Cost by phase, and other funds (secured or anticipated) - local, grants using by Measure D funds to leverage, etc.

	Cost by phase				
	Environmental (PA/ED)	Design (PS&E)	Right-of-Way (ROW)	Construction	Other
Timing of work (start/end month/yr)					
Measure D					
List Other Sources (as applicable)					
HUTA					
Grant x					
METRO sales tax					
Developer Fee					
TBD-additional need					
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -

Public Outreach

List public outreach that has been done or will be done for project. (e.g. past plans, committee review, public hearings, CEQA, etc)

Project Contact: Project Manager Name/contact info/project website info (if applicable)

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

FROM: Luis Pavel Mendez, Deputy Director

RE: Amendments to the Fiscal Year (FY) 2016-17 Budget & Work Program

RECOMMENDATIONS

Staff recommends that the Budget and Administration/Personnel (B&A/P) Committee recommend that the Regional Transportation Commission (RTC) approve the FY 2016-17 Budget and Work Program as shown on Attachment 1.

BACKGROUND

At its October 2016 meeting, the Regional Transportation Commission (RTC) approved the major fall amendment to the fiscal year (FY) 2016-17 budget and work program. Additional minor amendments were made in November and December of 2016. Due to work trends, specific project needs, and passage of Measure D, it is currently necessary to consider amendments to the FY 2016-17 budget and work program.

DISCUSSION

Cruz511: The User Oriented Transit Travel Planning Project (now referred to as Cruz511 in Your Neighborhood) has been underway with grant funds secured from Caltrans. After further research of other similar programs, it became evident that travel advisors who visit residents at their homes were very helpful to the success of the programs. Therefore, at its March 2nd meeting after considering a staff report and recommendations, the RTC approved a contract and the corresponding budget amendments for travel advisor services. This action is now being incorporated into the overall RTC budget for FY 2016-17.

Highway 1 Morrissey to Soquel Auxiliary Lanes Project: The construction of these auxiliary lanes project was completed in 2014; however, the contractor (RGW) filed a lawsuit against the RTC alleging differing site conditions. The RTC authorized mediation and a settlement was reached shortly after the mediation. At its March 2nd RTC meeting, the RTC authorized the funding and budgetary actions to implement the settlement and close out the project. This action is now being incorporated into the overall RTC budget for FY 2016-17.

Measure D: In November 2016, thanks to a well run campaign and broad support, Measure D was passed by a super majority of Santa Cruz County voters. Since then RTC staff has been working to set-up Measure D by producing agreements with the State Board of Equalization (BOE) and local funding recipients, drafting guidelines, calculating funding estimates, etc. Measure D states that Measure D funds should be used to cover any costs associated with Measure D. However, the RTC does not yet

have funds from Measure D. According to communication with staff at BOE, there is a chance that the first payment will be received toward the end of the last month of FY 2016-17 (June 2017.) If a payment is received in June, it is estimated to be about \$1.5 million. Incorporating some of those funds into the budget for FY 2016-17 will allow the RTC to use those Measure D funds for its associated costs such as paying the Santa Cruz County Elections Department for election costs associated with Measure D and the RTC staff and consultant work associated with setting up and establishing Measure D. If Measure D funds are not received in this fiscal year then the RTC will need to take action in FY 2017-18 to pay for costs incurred in this fiscal year. If funds are indeed received in this fiscal year, any funds above costs will be carried over into the next fiscal year and added to the Measure D funds estimate for the next fiscal year and apportionments will be increased accordingly. Due to the additional work associated with Measure D, the overall staff budget is increased by \$70,000.

Work Trend Adjustments: At the beginning of each fiscal year the budget that is approved includes estimates for the work that is anticipated to be done. Usually, adjustments need to be made due to work trends. Therefore, a number of adjustments are included in this budget amendment as a result of more or less work than estimated. Adjustments proposed include increases for the Unified Corridor Investment Study and the trail networks projects and decreases for the regional transportation plan, rail, transportation improvement program and bike signage projects.

Staff recommends that the B&A/P Committee recommend that the Regional Transportation Commission approved the proposed amended FY 2016-17 budget and work program as shown on Attachment 1.

SUMMARY

Due to work trends, specific project needs and passage of Measure D, it is currently necessary to consider amendments to the FY 2016-17 budget and work program. Staff recommends that the B&A/P Committee recommend that the Regional Transportation Commission approve the proposed amended FY 2016-17 budget and work program as shown on Attachment 1.

Attachments:

1. FY 2016-17 budget pages with proposed amendments

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
PROJECTED REVENUE SUMMARY

ATTACHMENT 1

FY 2016-2017 BUDGET

1 **PROJECTED REVENUE SUMMARY**

2		FY16-17	FY16-17		
3	SOURCES	APPROVED	PROPOSED	DIFFERENCE	NOTE
4		12/08/16	03/09/17		
5	Transportation Development Act (TDA):				
6	Auditor's 1/4 Cent Sales Tax Estimate	9,059,403	9,059,403	0	
7	Previous FY Revenues Budgeted	346,350	346,350	0	
8	Interest Estimate	12,000	12,000	0	
9	<i>Total TDA Apportioned</i>	9,417,753	9,417,753	0	
10					
11	State Transit Assistance (STA)	1,875,277	1,875,277	0	
12	Measure D		560,000	560,000	- Election cost and set-up and establishment of Measure D
13	Planning Grant Funds/Others:				
14	State planning funds (RPA and STIP PPM)	512,000	507,000	-5,000	- Less STIP PPM used due to work trends
15	RSTP Exchange	385,000	425,000	40,000	- More trail network work in this fiscal year than originally estimated
16	Land Trust	127,473	127,473	0	
17	Coastal Conservancy	977,784	977,784	0	
18	Transit & Transportation Planning grants	667,671	649,965	-17,706	- Some work to be carried over into the next fiscal year
19	RTC Funds Budgeted	353,446	346,152	-7,294	- Less needed due to work trends
20	<i>Planning/Other Total</i>	3,023,374	3,033,374	10,000	
21	Rideshare:				
22	RSTP & RSTP Exchange	340,937	340,937	0	
23	SAFE Funds	50,000	50,000	0	
24	Service Authority for Freeway Emergency (SAFE):				
25	DMV Fees and interest	241,000	241,000	0	
26	Other - MTC SAFE & RTC SAFE	158,300	158,300	0	
27	Freeway Service Patrol (FSP):				
28	Caltrans Grant	160,702	160,702	0	
29	RSTP Exchange, STIP, Reserves & Interest	334,448	334,448	0	
30	Rail/Trail Authority:				
31	Leases and Licenses	85,000	85,000	0	
32	RSTP Exchange	560,064	560,064	0	
33	Transfer - in from TC Planning	110,000	110,000	0	
34	Rail/Trail Funds Budgeted	169,946	149,946	-20,000	- Less construction related work than originally anticipated
35	Highway 1:				
36	RSTP Exchange	2,196,805	2,011,805	-185,000	- Approved by RTC on 3/2/17
37	CMIA, STIP & Other	195,998	1,195,823	999,825	- Approved by RTC on 3/2/17
38	Bike Signage Project:				
39	Active Transportation Program Funds	320,000	320,000	0	
40	RSTP Exchange and RTC Funds	50,096	50,096	0	
41	RSTP Exchange Program	11,791,561	11,791,561	0	
42	TOTAL	31,081,260	32,446,085	804,825	

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
 APPORTIONMENT SUMMARY
 FY 2016-2017 BUDGET**

1 APPORTIONMENT SUMMARY

CLAIMANTS	FY16-17 APPROVED 12/08/16	FY16-17 PROPOSED 03/09/17	DIFFERENCE	NOTE
Transportation Development Act (TDA): (1)				
TDA Reserve Fund	133,244	133,244	0	
RTC Reserve Fund	74,997	74,997	0	
RTC Planning			0	
SCCRTC:				% Chg
Administration	574,722	574,722	0	0.00%
Planning: Overall Planning	525,915	525,915	0	0.00%
Bike to Work	50,000	50,000	0	0.00%
Bike & Pedestrian Safety (CTSC)	100,000	100,000	0	0.00%
<i>Subtotal</i>	1,250,637	1,250,637	0	0.00%
Santa Cruz METRO	6,804,838	6,804,838	0	0.00%
Specialized Transit (Community Bridges/CTSA)	668,545	668,545	0	0.00%
Volunteer Center	79,589	79,589	0	0.00%
City of Capitola	15,020	15,020	0	0.00%
City of Santa Cruz - Non Transit	95,316	95,316	0	0.00%
City of Scotts Valley	17,823	17,823	0	0.00%
City of Watsonville	77,830	77,830	0	0.00%
County of Santa Cruz	199,914	199,914	0	0.00%
<i>Subtotal</i>	7,958,875	7,958,875	0	0.00%
TOTAL TDA APPORTIONED	9,417,753	9,417,753	0	
State Transit Assistance (STA) - SCMTD	1,995,440	1,995,440	0	
Measure D		560,000	560,000	- Election cost and set-up and establishment of Measure D
Planning Grant Funds/Others:	3,023,374	3,033,374	10,000	- Work trends
Rideshare	390,937	390,937	0	
SAFE	399,300	399,300	0	
Freeway Service Patrol (FSP)	495,150	495,150	0	
Rail/Trail Authority	925,010	905,010	-20,000	- Less construction related work than originally anticipated
Highway 1	2,392,803	3,207,628	814,825	- Approved by RTC on 3/2/17
Bike Singnage Project	370,096	370,096	0	
RSTP Exchange Program	11,791,561	11,791,561	0	
TOTAL	31,201,423	32,566,248	1,364,825	

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

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
BUDGET SUMMARY
FY 2016-2017 BUDGET**

1 BUDGET SUMMARY

	FY15-16 ADOPTED DETAIL			FY16-17 ADOPTED DETAIL			FY16-17 PROPOSED DETAIL		
	TOTAL FY 15-16 ADOPTED 03/03/16	SALARIES & BENEFITS	SERVICES & SUPPLIES	TOTAL FY16-17 ADOPTED 12/08/16	SALARIES & BENEFITS	SERVICES & SUPPLIES	TOTAL FY16-17 PROPOSED 03/09/17	SALARIES & BENEFITS (1)	SERVICES & SUPPLIES
OPERATIONS PROGRAMS									
SCCRTC - Administration	740,818	233,318	507,500	792,590	238,000	554,590	792,590	238,000	554,590
CRUZ511/Rideshare	336,666	205,566	131,100	331,422	210,000	121,422	381,422	200,000	181,422
SAFE	443,807	129,507	314,300	399,300	135,000	264,300	399,300	135,000	264,300
Freeway Service Patrol	378,060	76,060	302,000	379,500	77,500	302,000	379,500	77,500	302,000
SCCRTC Planning	2,608,901	1,329,677	1,279,224	3,556,418	1,286,173	2,270,245	3,566,418	1,296,173	2,270,245
Measure D							560,000	110,000	450,000
Total Operations Programs	4,508,252	1,974,128	2,534,124	5,459,230	1,946,673	3,512,557	6,079,230	2,056,673	4,022,557
CAPITAL PROGRAMS									
Rail/Trail Authority	1,040,010	185,010	855,000	925,010	190,010	735,000	905,010	170,010	735,000
Highway 1 Env Docs & Design	2,030,549	241,958	1,788,591	2,196,805	230,000	1,966,805	2,011,805	220,000	1,791,805
Highway 1 Construction	369,220	40,000	329,220	195,998	30,000	165,998	1,195,823	40,000	1,155,823
Countywide Bike Signage					58,000	332,096	370,096	38,000	332,096
Total Capital Programs	3,439,779	466,968	2,972,811	3,317,813	508,010	3,199,899	4,482,734	468,010	4,014,724
TOTAL ALL PROGRAMS	7,948,031	2,441,096	5,506,935	8,777,043	2,454,683	6,712,456	10,561,964	2,524,683	8,037,281

**BUDGET COMPARISON
PRIOR YEAR AND BUDGET YEAR**

PROGRAM	FY 15-16 ADOPTED 03/03/16	FY 15-16 ACTUAL 6/30/16	FY 15-16 ACTUAL LESS ADOPTED 03/03/16	FY16-17 ADOPTED 12/08/16	FY 15-16 ADOPTED 03/03/16	FY16-17 ADOPTED VS FY 15-16 ADOPTED	FY16-17 PROPOSED 03/09/17	FY16-17 ADOPTED 12/08/16	FY16-17 PROPOSED VS FY16-17 ADOPTED
	SCCRTC - Administration	740,818	712,836	(27,982)	792,590	740,818	51,772	792,590	792,590
Rideshare	336,666	168,576	(168,090)	331,422	336,666	(5,244)	381,422	331,422	50,000
SAFE	443,807	290,906	(152,901)	399,300	443,807	(44,507)	399,300	399,300	-
Freeway Service Patrol	378,060	328,260	(49,800)	379,500	378,060	1,440	379,500	379,500	-
Rail/Trail Authority	1,040,010	274,560	(765,450)	925,010	1,040,010	(115,000)	905,010	925,010	(20,000)
Highway 1 Env Docs & Design	2,030,549	918,423	(1,112,126)	2,196,805	2,030,549	166,256	2,011,805	2,196,805	(185,000)
Highway 1 Construction	369,220	156,842	(212,378)	195,998	369,220	(173,222)	1,195,823	195,998	999,825
SCCRTC Planning	2,608,901	1,626,025	(982,876)	3,556,418	2,608,901	947,517	3,566,418	3,556,418	10,000
Measure D							560,000	-	560,000
Total Operating Budget	7,948,031	4,476,428	(3,471,603)	8,777,043	7,948,031	829,012	10,191,868	8,777,043	1,414,825

Notes: (1) Includes staffing shown on page 16

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
CRUZ511 - RIDESHARE
FY 2016-2017 BUDGET

1 **Rideshare/CRUZ511:** 721400

2 3 4 5	WORK ELEMENT #179	FY16-17 APPROVED 12/08/16	FY16-17 PROPOSED 03/09/17	DIFFERENCE	NOTE
6	REVENUES:				
6	RSTP Exchange	102,813	102,812	0	
7	SAFE funds	50,000	50,000	0	
9	RSTP	238,124	238,124	0	
10	TOTAL REVENUES	390,937	390,937	0	
11	EXPENDITURES:				
12	Salaries, Benefits & Overhead	210,000	200,000	-10,000	- Approved by RTC on 3/2/17
13					
14	Services and Supplies:				
15	Rideshare:				
16	Telephone	500	500	0	
17	Membership	600	600	0	
18	Postage	1,000	1,000	0	
19	Other - Office Expense	2,000	2,000	0	
20	Transportation/Travel/Education	2,000	2,000	0	
21	Advertisement & Promotion Materials	10,000	20,000	10,000	- For Cruz511 in Your Neighborhood items
22	Technical Support/Programming	5,000	5,000	0	
23	Bicycle Map Production and Printing	0	0	0	
24	Cruz511 Technical Support	10,000	0	-10,000	- Approved by RTC on 3/2/17
25	Cruz511 In Your Neighborhood		60,000	60,000	- Approved by RTC on 3/2/17
26	Park & Ride Lot Project	90,322	90,322	0	
27	<i>Subtotal Services & Supplies</i>	121,422	181,422	60,000	
28	Unappropriated Revenues:	59,515	9,515	-50,000	- Approved by RTC on 3/2/17
29					
30	TOTAL EXPENDITURES	390,937	390,937	0	

Note:

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
RAIL/TRAIL AUTHORITY
FY 2016-2017 BUDGET

1 **RAIL/TRAIL AUTHORITY: 722100**

2 3 4	WORK ELEMENT #682	FY16-17 APPROVED 12/08/16	FY16-17 PROPOSED 03/09/17	DIFFERENCE	NOTE
5	REVENUES:				
6	STIP	0	0	0	
7	Leases, Licenses & Other Revenue	85,000	85,000	0	
8	Transfer from TC Funds	110,000	110,000	0	
9	RSTP Exchange	560,064	560,064	0	
10	Rail/Trail Authority Reserve Funds Budgeted	169,946	149,946	-20,000	- Less construction related work than originally anticipated
11	TOTAL REVENUES	925,010	905,010	-20,000	
12	EXPENDITURES:				
13	Salaries, Benefits & Overhead	190,010	170,010	-20,000	- Less construction related work than originally anticipated
14					
15	Services and Supplies:				
16	Liability Insurance	5,000	5,000	0	
17	Rail line ROW clean up, maintenance & signage	50,000	50,000	0	
18	Consulting Services:				
19	Consultants for Rail Operations & Property Management	20,000	20,000	0	
20	Haz Mat Investigation and Related Costs	10,000	10,000	0	
21	Site Management Plan	0	0	0	
22	General Contingency	15,000	15,000	0	
23	Construction Management Consultant	0	0	0	
24	Legal Counsel	30,000	30,000	0	
25	Rail line rehabilitation	605,000	605,000	0	
26	<i>Subtotal Services & Supplies</i>	735,000	735,000	0	
27					
28	TOTAL EXPENDITURES	890,010	905,010	-20,000	

Note:

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
HIGHWAY 1 ENVIRONMENTAL DOCUMENTS AND DESIGN
FY 2016-2017 BUDGET**

1 HWY 1 ENVIRONMENTAL DOCUMENT & Design: 722200

2 3 4	WORK ELEMENT #683	FY16-17 APPROVED 12/08/16	FY16-17 PROPOSED 03/09/17	DIFFERENCE	NOTE
5	REVENUES:				
6	RSTP Exchange - HOV Lanes	427,537	427,537	0	
7	RSTP Exchange (STBG 2016) - HOV Lanes	830,000	830,000	0	
8	RSTP Exchange - Mar Vista Overcrossing	739,443	739,443	0	
9	RSTP Exchange - Aux Lanes	199,825	14,825	-185,000	- Approved by RTC on 3/2/17
10	TOTAL REVENUES	2,196,805	2,011,805	-185,000	
11	EXPENDITURES:				
12	Salaries, Benefits & Overhead	230,000	220,000	-10,000	- Less work associated with Hwy 1 HOV lanes PA/ED than anticipated
13					
14	Services and Supplies:				
15	Hwy 1 HOV Lanes PA/ED:				
16	PA/ED Consultant - Nolte Contract	723,000	723,000	0	
17	PA/ED on Call Consultants	0	0	0	
18	PA/ED Public Information, materials, postage & meetings	1,422	1,422	0	
19	ROW Consultant	5,000	5,000	0	
20	Reserve for future year expenses	348,115	358,115	10,000	- Less work associated with Hwy 1 HOV lanes PA/ED than anticipated
21	Transfer to Aux Lanes Construction		14,825	14,825	- Approved by RTC on 3/2/17
22	Highway 1 Morrissey-Soquel Aux Lane				
23	Legal Costs	185,000		-185,000	- Approved by RTC on 3/2/17
24	Hwy 1 Mar Vista Drive Overcrossing:				
25	PA/ED Consultant	470,000	470,000	0	
26	PA/ED Public Information, materials, postage & meetings	20,000	20,000	0	
27	ROW Consultant	5,000	5,000	0	
28	Reserve for future year expenses	194,443	194,443	0	
29	<i>Subtotal Services & Supplies</i>	1,951,980	1,791,805	-160,175	
30					
31	Unappropriated Revenues:	14,825	0	-14,825	- Approved by RTC on 3/2/17
32	TOTAL EXPENDITURES	2,196,805	2,011,805	-185,000	

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
HIGHWAY 1 CONSTRUCTION**

FY 2016-2017 BUDGET

1 **HWY 1 CONSTRUCTION:** 722200

2 3 4 5	6	7	8	9
WORK ELEMENT #683	FY16-17 APPROVED 12/08/16	FY16-17 PROPOSED 03/09/17	DIFFERENCE	NOTE
6 REVENUES:				
7 STIP Construction			0	
8 CMIA Construction	195,998	195,998	0	
9 Other Revenues		999,825	999,825	- Approved by RTC on 3/2/17
10 TOTAL REVENUES	195,998	1,195,823	999,825	
11 EXPENDITURES:				
12 Salaries, Benefits & Overhead	30,000	40,000	10,000	- Approved by RTC on 3/2/17
13 Services and Supplies:				
14 Hwy 1 Morrissey-Soquel Aux Lane Construction:				
15 Construction contract with contingency	0	875,000	875,000	- Approved by RTC on 3/2/17
16 Supplemental construction activity	0	0	0	
17 Traffic management	0	0	0	
18 Traffic enforcement	0	0	0	
19 Miscellaneous other	0	0	0	
20 Construction management consultant	0	0	0	
21 Construction design support	0	0	0	
22 Legal Counsel	165,998	280,823	114,825	- Approved by RTC on 3/2/17
23 General Contingency	0	0	0	
24 <i>Subtotal Services & Supplies</i>	165,998	1,155,823	989,825	
25 Unappropriated Revenues	0	0	0	
26 TOTAL EXPENDITURES	195,998	1,195,823	999,825	

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
HIGHWAY 1 CONSTRUCTION
FY 2016-2017 BUDGET**

1 COUNTYWIDE BIKE SIGNAGE:

2	3 WORK ELEMENT #615	4 FY16-17 APPROVED 12/08/16	FY16-17 PROPOSED 03/09/17	DIFFERENCE	NOTE
5	REVENUES:				
6	Active Transportation Program Funds	320,000	320,000	0	
7	RSTP Exchange	42,096	42,096	0	
8	RTC Funds	8,000	8,000	0	
9	TOTAL REVENUES	370,096	370,096	0	
10	EXPENDITURES:				
11	Salaries, Benefits & Overhead	58,000	38,000	-20,000	- Some work carried over into the next fiscal year
12					
13	Services and Supplies:				
14	Construction with contingency	200,000	200,000	0	
15	Engineering Activity - including PS&E, counts and permits	30,000	30,000	0	
16	Public Outreach	12,500	12,500	0	
17	Future Year Expenses	69,596	89,596	20,000	
18	<i>Subtotal Services & Supplies</i>	312,096	332,096	20,000	
19					
20	Unappropriated Revenues	0	0	0	
21	TOTAL EXPENDITURES	370,096	370,096	0	

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
 PLANNING REVENUES SUMMARY
 FY 2016-2017 BUDGET**

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

2	3	4	5	6
SOURCES	FY16-17 APPROVED 12/08/16	FY16-17 PROPOSED 03/09/17	DIFFERENCE	NOTE
5 REVENUES:				
6				
7 TDA Planning	675,915	675,915	0	
8 Rural Planning Assistance (RPA)	337,000	337,000	0	
9 STIP for Planning (PPM)	175,000	170,000	-5,000	- Not needed in this fiscla year due to work trends
10 RSTP Exchange	385,000	425,000	40,000	- More trail network work in this fiscal year than originally estimat
11 Land Trust	127,473	127,473	0	
12 Transit Planning Grants	489,521	489,521	0	
13 Coastal Conservancy	977,784	977,784	0	
14 Sustainable Transportation Planning Grant	178,150	160,444	-17,706	- Some work to be carried over into the next fiscal year
15 RTC Funds Budgeted	210,575	203,281	-7,294	- Not needed in this fiscal year due to work trends
16				
17 TOTAL REVENUES	3,556,418	3,566,418	10,000	

Note:

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
PLANNING EXPENDITURES
FY 2016-2017 BUDGET**

1 PLANNING EXPENDITURES: 721600/721700/721750

EXPENDITURES	FY16-17 APPROVED 12/08/16	FY16-17 PROPOSED 03/09/17	DIFFERENCE	NOTE
5 Staff & Overhead by Program				
6 Regional Planning Coordination	127,918	127,918	0	
7 Unified Corridor Study Phase II Work Program	35,344	120,344	85,000	- More significant public outreach, 2 rounds of procurement and expa
8 Public Information	34,535	34,535	0	
9 Bicycle/Pedestrian Planning	41,914	41,914	0	
10 MBSST Network	70,753	70,753	0	
11 MBSST Projects	50,000	90,000	40,000	- More trail network work in this fiscal year than originally estimated
12 Specialized Transportation	127,473	127,473	0	
13 User Oriented Transit Travel Planning	69,753	59,753	-10,000	- Less work than originally estimated
14 Sust Transp Prioritization Plan	66,527	66,527	0	
15 Highway 9 Study	77,165	57,165	-20,000	- Some work to be carried over into the next fiscal year
16 Regional Transportation Plan for MTP	27,159	27,159	0	
17 Regional Travel Demand Model	210,291	135,291	-75,000	- Work to be carried over into next fiscal year
18 Regional Travel Demand Model	21,557	21,557	0	
19 Transportation Improvement Program (TIP)	220,487	210,487	-10,000	- Less work than originally estimated
20 Highway & Roadway Planning	105,297	105,297	0	
21 <i>Subtotal Staff and Overhead</i>	1,286,173	1,296,173	10,000	
22 Services & Supplies				
<u>23 Passthrough Programs</u>				
24 Bike To Work Program (Ecology Action)	50,000	50,000	0	
25 Bike & Ped Safety (Comm. Traffic Safety Coalition)	100,000	100,000	0	
26 Ecology Action - Countywide SR2S Education	25,000	25,000	0	
27 Open Streets - County HSA/Bike SCC	10,000	10,000	0	
28				
<u>29 Professional Services (contracts)</u>				
30 Sacramento Assistant	-	-	0	
31 Washington Assistant	44,600	44,600	0	
32 Engineering and Other Technical Consultants	60,000	60,000	0	
33 User Oriented Transit Travel Planning	30,000	30,000	0	
34 Environmental Documents for RTP/MTP	25,000	25,000	0	
35 MBBST Projects - services and materials	1,277,784	1,277,784	0	
36 Sust Transp Prioritization Plan	124,066	124,066	0	
37 Highway 9 study consultant	144,000	144,000	0	
38 SC METRO & DPW for Hwy 9 study	24,262	24,262	0	
39 Unified Corridor Study Consultant	182,400	182,400	0	-
40				
<u>41 RTC Work Element Related Items</u>				
42 Traffic Monitoring services	15,000	15,000	0	
43 Printing Documents and Pub Info Materials	40,000	40,000	0	
44 User Oriented Transit Travel Planning Materials	8,133	8,133	0	
45 Transfer to Rail/Trail Authority	110,000	110,000	0	
46 <i>Subtotal Services & Supplies</i>	2,270,245	2,270,245	0	
47				
48 TOTAL EXPENDITURES	3,556,418	3,566,418	10,000	

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
PLANNING FUNDS SOURCE DETAIL
FY 2016-2017 BUDGET**

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

2	3	4	5	6	7	8	9	10	11	12	13	14
EXPENDITURES	FY16-17 PROPOSED 03/09/17	TDA	RTC FUND	RPA	Sust Transp Plng	FTA5304 SustComm Plng	FTA5304 SustComm Plng	FTA5304 Trnst for SustComm	STIP PPM	Land Trust	Coastal Conserv	RSTPX
5 Staff & Overhead												
6 Regional Planning Coordination	127,918	30,338	11,163	86,417								
7 Unified Corridor Study Phase II	120,344	72,756	21,528	-		26,060						
8 Work Program	34,535	12,653	-	21,882								
9 Public Information	41,914	26,025	15,889	-								
10 Bicycle/Pedestrian Planning	70,753	40,753	-					30,000				
11 MBSST Network	90,000	-	-									90,000
12 MBSST Projects	127,473	-	-							127,473		
13 Specialized Transportation	59,753	44,445	15,308									
14 User Oriented Transit Travel Planning	66,527		7,630					58,897				
15 Sust Transp Prioritization Plan	57,165		6,557		50,608							
16 Highway 9 Study	27,159	6,974	-				20,185					
17 Regional Transportation Plan for MTP	135,291	36,687	-	98,604								
18 Regional Travel Demand Model	21,557	5,000	16,557									
19 Transportation Improvement Program (TIP)	210,487	3,371	-	67,116					140,000			
20 Highway & Roadway Planning	105,297	42,316	-	62,981								
21 <i>Subtotal Staff & Overhead</i>	1,296,173	321,318	94,632	337,000	50,608	26,060	20,185	58,897	170,000	127,473	-	90,000
22												
23 Services & Supplies												
24 <u>Passthrough Programs</u>												
25 Bike To Work Program (Ecology Action)	50,000	50,000	-									
26 Bike & Ped Safety (Comm. Traffic Safety Coalition)	100,000	100,000	-									
27 Ecology Action - Countywide SR2S Education	25,000		-									25,000
28 Open Streets - County HSA/Bike SCC	10,000		-									10,000
29												
30 <u>Professional Services</u>												
31 Sacramento Assistant	-	-	-									
32 Washington Assistant	44,600	4,600	40,000									
33 Engineering and Other Technical Consultants	60,000	37,779	22,221									
34 User Oriented Transit Travel Planning	30,000	-	3,483					26,517				
35 Environmental Documents for RTP/MTP	25,000	25,000	-									
36 MBBST Projects - services and materials	1,277,784		-								977,784	300,000
37 Sust Transp Prioritization Plan	124,066		14,230		109,836							
38 Highway 9 study consultant	144,000		-					144,000				
39 SC METRO & DPW for Hwy 9 study	24,262		-					24,262				
40 Unified Corridor Study Consultant	182,400		-			182,400						
41												
42 <u>RTC Work Element Related Items</u>												
43 Traffic Monitoring services	15,000	15,000	-									
44 Printing Documents and Pub Info Materials	40,000	12,218	27,782									
45 User Oriented Transit Travel Planning Materials	8,133	-	933					7,200				
46 Transfer to Rail/Trail Authority	110,000	110,000	-									
47 <i>Subtotal Services & Supplies</i>	2,270,245	354,597	108,649	-	109,836	182,400	168,262	33,717	-	-	977,784	335,000
48												
49 TOTAL EXPENDITURES	3,566,418	675,915	203,281	337,000	160,444	208,460	188,447	92,614	170,000	127,473	977,784	425,000

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
 PLANNING REVENUES SUMMARY
 FY 2016-2017 BUDGET**

1 **MEASURE D**

2	3	4	5	6
WORK ELEMENT #	FY16-17 APPROVED 12/08/16	FY16-17 PROPOSED 03/09/17	DIFFERENCE	NOTE
5 REVENUES:				
6 Measure D Funds		560,000	560,000	- Estimated costs in FY 2016-17, may require funds from FY 2017-18
7			0	
8 TOTAL REVENUES		560,000	560,000	
9 EXPENDITURES:				
10 Salaries, Benefits & Overhead		110,000	110,000	- Work to set up & establish Measure D after election
11				
12 Services and Supplies:				
13 Election Cost		400,000	400,000	- Cost of SCC Elections Department for Measure D ballot & election costs
14 Consultant Services		50,000	50,000	- Includes financial & bonding consultant
15 <i>Subtotal Services & Supplies</i>		450,000	450,000	
16				
17 Unappropriated Revenues:		0	0	
18 TOTAL EXPENDITURES		560,000	560,000	

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
STP EXCHANGE PROGRAM
FY 2016-2017 BUDGET

1 **RSTP EXCHANGE PROGRAM: 722000**

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17	18	19	20	21
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47	48	49	50	51
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62	63	64	65	66
67	68	69	70	71
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562	563	564	565	566
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572	573	574	575	576
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582	583	584	585	586
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592	593	594	595	596
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607	608	609	610	611
612	613	614	615	616
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702	703	704	705	706
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712	713	714	715	716
717	718	719	720	721
722	723	724	725	726
727	728	729	730	731
732	733	734	735	736
737	738	739	740	741
742	743	744	745	746
747	748	749	750	751
752</				

AGENDA: March 9, 2017

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

FROM: Luis Pavel Mendez, Deputy Director

RE: Fiscal Year (FY) 2017-18 Proposed 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) approve the attached proposed FY 2017-18 budget ([Attachment 1](#)), with revisions as appropriate.

BACKGROUND

At the beginning of each calendar year, staff prepares a proposed Regional Transportation Commission (RTC) budget for the following fiscal year. The proposed budget is presented to the Budget and Administration/Personnel (B&A/P) Committee for review and recommendation to the RTC. Early budget approval allows the RTC to inform claimants of projected apportionments of Transportation Development Act (TDA) funds for their use in developing their organizations' budgets.

DISCUSSION

Transportation Development Act (TDA) revenues are at levels above those prior to the "great recession." Unfortunately, the gas tax swap of 2010, along with lower fuel prices continues to cause funding challenges. The state legislature and the Governor have been unsuccessful over the past two years to address the funding shortfall. In addition, the federal government seems incapable of repairing the insolvency of the Highway Trust Fund. Fortunately, thanks to a well run campaign and broad support, a supermajority of Santa Cruz County voters passed Measure D to create new local funding for transportation. While Measure D will not solve all transportation funding problems, it certainly helps. The proposed FY 2017-18 Budget ([Attachment 1](#)) addresses financial challenges with the aid of grant funds and incorporates estimates for Measure D funding.

Transportation Development Act (TDA) Apportionments (budget pp. 1 & 2)

One of the main sources of funding for transportation in Santa Cruz County is the TDA, which established that ¼% of the state sales tax would go to transportation. [Attachment 2](#) shows actual and estimated TDA revenues for FYs 2006-07 to 2017-

18. Between FYs 2006-07 and 2009-10 TDA revenues decreased due to the “great recession”. By FY 2013-14 TDA revenues returned to pre-recession levels and are now higher. The Santa Cruz County Auditor Controller’s estimate of TDA revenues for FY 2017-18 is about 1.4% higher than their January 2016 estimate for FY 2016-17 revenues.

The RTC received funding increase requests (Attachment 3) from Bike to Work (B2W) and the Community Traffic Safety Coalition (CTSC) of 20% and 30% respectively for their bicycle and pedestrian safety and education programs. Bike to Work has not had an increase since 2011 and CTSC since 2001. The Consumer Price Index (CPI) has increased about 18.4% since 2011 and over 46.4% since 2001. In addition, B2W, CTSC and the Volunteer Center are not included in the expenditure plan for funding from Measure D. Therefore, it is reasonable to grant the requested increases. B2W and CTSC will still need to demonstrate through the annual TDA claim process that the funds will be used consistent with requirements.

After taking into account the increases for B2W and CTSC the apportionments for all other recipients are increased by about 1% with the exception of the cities and County (Table 1 below).

Recipients of TDA Revenue	FY 16-17 Approved 03/05/15	FY 17-18 Proposed 03/09/17	% Chg
RTC Administration	565,923	571,646	1.0%
RTC Planning	517,863	523,101	1.0%
Bike to Work	50,000	60,000	20.0%
Bike and Ped Safety (CTSC)	100,000	130,000	30.0%
Santa Cruz Metro	6,701,163	6,767,933	1.0%
Community Bridges	658,360	664,920	1.0%
Volunteer Center	78,376	79,157	1.0%
Capitola	14,791	14,852	0.4%
Santa Cruz	93,863	94,570	0.8%
Scotts Valley	17,552	17,768	1.2%
Watsonville	76,644	77,390	1.0%
Santa Cruz County	196,868	199,122	1.1%
Total	9,071,403	9,200,458	1.4%

TDA apportionments for the cities and the county are based on population and the population figures were updated to the most recent figures provided by the State Department of Finance. Therefore, their TDA revenue percentage increases vary.

Cruz511 - Rideshare Budget (budget p. 5)

The Cruz511 program incorporates carryovers from FY 2016-17 and new funding programmed in FY 2016-17. It is estimated that now that the new Cruz511 website

is established it will take less resources to maintain. Some work on the Park N Ride Lot project was done in FY 2016-17 and should be completed in FY 2017-18.

Service Authority for Freeway Emergencies (SAFE) (budget p. 6)

The SAFE program was established by state law in the late 1980's to provide call boxes on state highways. Counties who establish a SAFE receive a \$1 fee per year on vehicle registrations for all vehicles registered within that county. The funds are used to provide the call box system on state highways, provide extra CHP enforcement on Highway 17 through the Safe on 17 program and fund other motorist aid services as approved by the RTC. A call box upgrade project and reduction was approved in FY 2014-15 and should be completed in 2017-18.

Freeway Service Patrol (FSP) (budget p. 7)

The FSP receives state funds specifically allocated to the program by formula, which includes congestion as one of the variables. There is insufficient data collection equipment on Highway 17 to capture all of the congestion; therefore, state funds for Santa Cruz County were reduced beginning in FY 2015-16. RTC staff is working with Caltrans to gather the required congestion data. Even with all of the congestion data, these funds are insufficient to provide FSP service on both Highways 1 and 17. Therefore, the RTC continually applies for other funds from various sources. For FY 2017-18, the FSP budget includes State Transportation Improvement Program (STIP) funds. The Governor's budget proposal includes doubling the amount of state funds for FSP. If the proposal gets approved, the STIP funds will be used over a longer period to complete the funding for the program.

Rail/Trail Authority Budget (budget p. 8)

The Rail/Trail authority budget incorporates carryovers from FY 2016-17. Some of the funds available for rail line rehabilitation will likely be used over FY 2016-17 and 2017-18 to address storm damage and bridge rehabilitation.

Highway 1 Corridor Improvement Projects (budget pp. 9 & 10)

The construction of the Highway 1 Soquel to Morrissey Auxiliary Lanes project was completed in December 2014. A lawsuit filed by the contractor will be settled in FY 2016-17 and the project will be closed out. The Highway 1 Corridor Improvement project draft environmental documents were released in FY 2015-16 and should be finalized in FY 2017-18 after updating some of the analysis. The environmental and design work for the Mar Vista overcrossing began in FY 2016-17 and will carry over into FY 2017-18.

Countywide Bicycle Signage Project (budget p. 11)

The RTC secured an Active Transportation Program (ATP) grant for the county wide bicycle signage project. The project began in FY 2016-17 and is expected to be completed in FY 2017-18.

Planning Budget (budget pp. 12, 13 and 14)

The planning budget includes the regular funds used every year to meet the RTC's obligations for transportation planning in Santa Cruz County. These include Rural Planning Assistance; TDA; and STIP Planning, Programming and Monitoring (PPM). It also includes grant funds for specific planning projects that will continue into FY 2017-18. These include the user oriented transit travel planning and sustainable transportation implementation plan. Thanks to federal grant funds secured through Caltrans, Phase 2 of the Unified Corridor Study began in FY 2016-17 and will continue into FY 2017-18 with an expanded scope to incorporate more significant analysis of options for the Santa Cruz Branch Rail Line and extend the project limits.

Measure D (budget pp. 15)

Since a super majority of the voters of Santa Cruz County passed Measure D in the November 2016 election, this budget includes estimates of revenues and apportionments from the new ½-cent transactions and use tax. The overall revenue estimate is based on an analysis of the TDA funds (a ¼-cent sales tax) and a comparison to the Santa Cruz METRO ½-cent transactions and use tax. As a history of revenues from Measure D builds, that will be incorporated into the revenue estimates for future years and at the end of each fiscal year there will be adjustments to ensure that funding distribution is consistent with actual revenues received.

The funding distribution to the cities and the county from the neighborhood projects bucket of Measure D is based on the formula approved in the measure, which states:

"Funding will be distributed at least quarterly to cities and the County of Santa Cruz based on their proportional share of the countywide population (29%), lane miles of roadway (39%) and the site where the measure revenue from the transactions and use tax is generated (32%). Population, road mile and tax site generation will be updated each year based on the latest available data."

Attachment 4 shows the data used and the resulting calculations. Since the RTC will not have any data from which to calculate the proportional share of the site where the measure revenue was generated until after Measure D revenue is collected, RTC staff prepared an estimate based on available data and information from the BOE. All of the cities in Santa Cruz County and the County of Santa Cruz receive revenues from a 1-cent sales tax known as the Bradley Burns Local Tax. In addition, all of the cities in the county, Santa Cruz METRO and the Santa Cruz County Libraries have existing transactions and use taxes. Because a sales tax and a transactions and use tax are not exactly the same, state BOE staff suggested using the transactions and use tax to derive estimates for Measure D. In addition, the Santa Cruz County Libraries transactions and use tax is more recent than the Santa Cruz METRO transaction and use tax, so BOE suggested that the library tax be used to derive current estimates because some things have changed since the

SC METRO tax was approved in the late 1970's. Since these are estimates, once actual data is available, comparisons and adjustments can be made accordingly after the completion of each fiscal year. According to the BOE, RTC staff should be able to do the necessary analysis and comparisons with the data provided. Some local jurisdictions hire consultants to analyze the data provided by the BOE and ensure that they receive the correct amount of tax revenue. RTC staff is investigating that possibility.

Funding from Measure D will impact various RTC projects and programs. Measure D funding is not included in the various RTC projects and programs at this time. After the RTC makes decisions regarding how much funding should be allocated to specific RTC projects and programs, those funds will be incorporated into the budgets for the corresponding projects and programs.

Staff Resources (budget p. 18 and throughout proposed budget)

Due to the work that the RTC has been doing to implement construction projects and the additional such work anticipated with Measure D, this FY 2017-18 budget proposes adding a transportation engineer position to the authorization and the budget. Measure D will also increase the amount of accounting and support work; therefore, staff proposes that the current ½-time Accounting Technician position be increased to a full-time position and that a ¾-time administrative assistant position be increased to full-time. This would increase the authorized staff positions from 16.75 to 18.5 full time equivalents (FTE). However, the budgeted positions would increase from 15.5 to 17.25 FTE.

The RTC has 8 authorized transportation planner positions but not all of those authorized positions are always budgeted. For FY 2016-17 the RTC budgeted 7 of those positions and no change is proposed for FY 2017-18. There will be some additional on-going public information work and some other additional transportation planning work associated with Measure D. Currently, it is expected that a new transportation engineer will be able to relieve some of the work done by the planning staff to accommodate the anticipated additional planning work. However, if more planning staff resources are needed, staff will return with appropriate recommendations.

The staffing budget includes payments to CalPERS for retirement benefits. Part of the payments that the RTC makes to CalPERS for the retirement plan includes a payment for a sidefund liability, which was inherited when the RTC separated from the County of Santa Cruz. In FY 2015-16, the RTC began making greater payments toward the sidefund liability (additional \$63,000 per year) in an effort to pay off that liability within 5 years and save on interest costs. The regular payment of \$23,782 for FY 2015-16 was estimated to reduce the liability by \$4,294 from \$271,515 to \$267,221. With the additional payment of \$63,000, the liability was actually reduced by \$70,009. The faster pay off is currently estimated to save the RTC about \$150,000 in long term interest costs.

The CalPERS payment also includes payment for an unfunded accrued liability which results when CalPERS investments do not meet expectations. This liability was \$1,264,189 at the end of FY 2015-16 and the regular payment of \$83,436 for FY 2017-18 is part of the regular CalPERS plan to pay off that liability in 30 years. Recently, CalPERS communicated that investments have not met expectations; therefore, the accrued unfunded liability and the associated payments are estimated to increase significantly to about \$220,000 by FY 2022-23. Therefore, in order to head off those increases and reduce long term costs to the RTC, this proposed budget also includes an additional payment of \$134,385 to the unfunded accrued liability. The most recent valuation from CalPERS, which does not include the reduced discount rate, estimates that if the liability is paid off in 15 years, the RTC will save over \$600,000 in long term interest costs. Once, the RTC receives a valuation that includes the reduced discount rate, staff will be able to estimate what level of on-going payments will be needed to pay off the liability in 15 years and how much savings could be realized.

TDA and RTC Reserves (budget page 16)

In FY 2016-17, the RTC built the TDA reserve back to the 8% established in the RTC Rules and Regulations after using some of the TDA reserves to honor its apportionment commitments to TDA recipients when revenues fell short of the estimates. Because there were some surplus TDA revenues apportioned in FY 2016-17, the TDA reserve for FY 2017-18 is slightly above the 8%.

In its Rules and Regulations, the RTC established a reserve fund goal of 30% of operating costs for the RTC fund. As funds are available, the RTC has been working to reach that goal. With this proposed FY 2017-18 budget that reserve fund will be at 24%.

The proposed FY 2017-18 budget is balanced and includes the funding to meet the RTC's state and federally mandated responsibilities as well as continue the RTC's priority transportation projects and programs such as:

- Continuation of the Highway 1 Corridor Improvement project tiered environmental analysis;
- Environmental review and design for the Highway 1 Bike & Pedestrian overcrossing near Mar Vista;
- Implementation of the countywide bike signage program;
- Implementation of the Cruz511 motorist information and TDM program;
- Special transportation projects such as the sustainable transportation implementation plan, User Oriented Transit Planning project, and the Unified Corridor Investment Study;
- Update of the 2014 Regional Transportation Plan (RTP) to produce the 2040 RTP;
- Implementation of a new transportation funding sources with Measure D;
- Continue working to increase state and federal funding for Santa Cruz County transportation needs

Therefore, 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 FY 2017-18 budget (Attachment 1) with revisions as appropriate.

SUMMARY

The proposed FY 2017-18 budget and work program for the RTC includes continued oversight of the Highway 1 projects, continuation of on-going RTC projects and programs and implementation of Measure D. Staff recommends that the B&A/P Committee recommend that the RTC approve the proposed FY 2017-18 budget (Attachment 1).

Attachments:

1. Draft Proposed Fiscal Year (FY) 2017-18 Budget
2. Actual and Estimated Transportation Development Act Revenues
3. Increase Requests from Bike to Work and Community Traffic Safety Coalition
4. Measure D Apportionment Estimates

ATTACHMENT 1

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
(SCCRTC)

FISCAL YEAR 2017-18 BUDGET

PROPOSED MARCH 09, 2017

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**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
PROJECTED REVENUE SUMMARY
FY 2017-2018 BUDGET**

1 PROJECTED REVENUE SUMMARY

2	3	4	5	6
SOURCES	FY16-17 APPROVED 12/08/16	FY17-18 PROPOSED 03/09/17	DIFFERENCE	NOTE
5 Transportation Development Act (TDA):				
6 Auditor's 1/4 Cent Sales Tax Estimate	9,059,403	9,186,458	127,055	- Santa Cruz County Auditor Controller's estimate of Jan 2017
7 Previous FY Revenues Budgeted	346,350		-346,350	- Revenues from FY 2015-16 fully allocated in FY 2016-17
8 Interest Estimate	12,000	14,000	2,000	- Interest rates slightly higher
9 <i>Total TDA Apportioned</i>	9,417,753	9,200,458	-217,295	
10				
11 State Transit Assistance (STA)	1,875,277	1,875,277	0	
12 Measure D		19,847,749	19,847,749	- Per Aud-Cont estimate of TDA and historical comparison to SC Metro's 1/2-cent T&U
13				
14 Planning Grant Funds/Others:				
15 State planning funds (RPA and STIP PPM)	512,000	512,000	0	
16 RSTP Exchange	385,000	150,000	-235,000	- Some work completed in FY 2016-17
17 Land Trust	127,473	127,473	0	
18 Coastal Conservancy	977,784	0	-977,784	- Some work completed & funds fully expended in FY 2016-17
19 Transit & Transportation Planning grants	667,671	690,802	23,131	- Some work completed in FY 2016-17 & additional funds available for FY 2017-18
20 RTC Funds Budgeted	353,446	242,981	-110,465	- Estimate for FY 2017-18
21 <i>Planning/Other Total</i>	3,023,374	1,723,256	-1,300,118	
22 Rideshare:				
23 RSTP & RSTP Exchange	340,937	409,500	68,563	- Incorporates funding that covers more than one fiscal year
24 SAFE Funds	50,000	50,000	0	
25 Service Authority for Freeway Emergency (SAFE):				
26 DMV Fees and interest	241,000	241,000	0	
27 Other - MTC SAFE & RTC SAFE	158,300	128,300	-30,000	- Call box upgrade to be nearly completed by end of FY 2016-17
28 Freeway Service Patrol (FSP):				
29 Caltrans Grant	160,702	160,702	0	
30 RSTP Exchange, STIP, Reserves & Interest	334,448	266,650	-67,798	- Less funding available for carryover into next fiscal year
31 Rail/Trail Authority:				
32 Leases and Licenses	85,000	85,000	0	
33 RSTP Exchange	560,064	412,242	-147,822	- Some work completed in FY 2016-17
34 Transfer - in from TC Planning	110,000	110,000	0	
35 Rail/Trail Funds Budgeted	169,946	62,768	-107,178	- Some work completed in FY 2016-17
36 Highway 1:				
37 RSTP Exchange	2,196,805	1,073,980	-1,122,825	- Some work completed in FY 2016-17
38 CMIA, STIP & Other	195,998	0	-195,998	- Some work completed in FY 2016-17
39 Bike Signage Project:				
40 Active Transportation Program Funds	320,000	265,000	-55,000	- Some work done in FY 2016-17
41 RSTP Exchange and RTC Funds	50,096	50,096	0	
42 RSTP Exchange Program	11,791,561	30,000	-11,761,561	- Carryover to be determined at end of FY 2016-17
43 TOTAL	31,081,260	35,991,978	4,910,718	

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**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
 APPORTIONMENT SUMMARY
 FY 2017-2018 BUDGET**

1 APPORTIONMENT SUMMARY

CLAIMANTS	FY16-17 APPROVED 12/08/16	FY17-18 PROPOSED 03/09/17	DIFFERENCE	NOTE
Transportation Development Act (TDA): (1)				
TDA Reserve Fund	133,244		-133,244	- One time from surplus to meet RTC established 8% target
RTC Reserve Fund	74,997		-74,997	- One time from surplus to help meet RTC established target
SCCRTC: Administration	574,722	571,646	-3,076	-0.54% - Surplus revenues budgeted in FY 2016-17
Planning	525,915	523,101	-2,814	-0.54% - Surplus revenues budgeted in FY 2016-17
<i>Subtotal</i>	1,100,637	1,094,747	-5,890	-0.54%
Bike to Work	50,000	60,000	10,000	20.00% - Requested increase - previous increase in 2011
Bike & Pedestrian Safety (CTSC)	100,000	130,000	30,000	30.00% - Requested increase - previous increase in 2001
<i>Subtotal</i>	150,000	190,000	28,220	18.81%
Santa Cruz METRO	6,804,838	6,767,933	-36,905	-0.54% - Surplus revenues budgeted in FY 2016-17
Specialized Transit (Community Bridges/CTSA)	668,545	664,920	-3,626	-0.54% - Surplus revenues budgeted in FY 2016-17
Volunteer Center	79,589	79,157	-432	-0.54% - Surplus revenues budgeted in FY 2016-17
City of Capitola	15,020	14,852	-169	-1.12% - Surplus revenues budgeted in FY 2016-17
City of Santa Cruz - Non Transit	95,316	94,570	-746	-0.78% - Surplus revenues budgeted in FY 2016-17
City of Scotts Valley	17,823	17,768	-56	-0.31% - Surplus revenues budgeted in FY 2016-17
City of Watsonville	77,830	77,390	-440	-0.57% - Surplus revenues budgeted in FY 2016-17
County of Santa Cruz	199,914	199,122	-792	-0.40% - Surplus revenues budgeted in FY 2016-17
<i>Subtotal</i>	7,958,875	7,915,711	-43,164	-0.54%
TOTAL TDA APPORTIONED	9,417,753	9,200,458	-217,295	- Surplus revenue were available in FY 2016-17
State Transit Assistance (STA) - SCMTD	1,875,277	1,875,277	0	
Measure D		19,847,749	19,847,749	- Per Aud-Cont estimate of TDA and historical comparison to SC Metro's 1/2-cent T&U tax
Planning Grant Funds/Others:	3,023,374	1,723,256	-1,300,118	- Some work completed in FY 2016-17
Rideshare	390,937	459,500	68,563	- Incorporates funding that covers more than one fiscal year
SAFE	399,300	369,300	-30,000	- Call box upgrade to be nearly completed by end of FY 2016-17
Freeway Service Patrol (FSP)	495,150	427,352	-67,798	- Less funding available for carryover into next fiscal year
Rail/Trail Authority	925,010	670,010	-255,000	- Some work completed in FY 2016-17
Highway 1	2,392,803	1,073,980	-1,318,823	- Some work completed in FY 2016-17
Bike Signage Project	370,096	315,096	-55,000	- Some work done in FY 2016-17
RSTP Exchange Program	11,791,561	30,000	-11,761,561	- Carryover to be determined at end of FY 2016-17
TOTAL	31,081,260	35,991,978	4,910,718	

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

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
BUDGET SUMMARY
FY 2017-2018 BUDGET**

1 BUDGET SUMMARY

	FY15-16 ADOPTED DETAIL			FY16-17 ADOPTED DETAIL			FY17-18 PROPOSED DETAIL		
	TOTAL FY 15-16 ADOPTED 03/03/16	SALARIES & BENEFITS & OVERHEAD	SERVICES & SUPPLIES	TOTAL FY16-17 ADOPTED 12/08/16	SALARIES & BENEFITS & OVERHEAD	SERVICES & SUPPLIES	TOTAL FY17-18 PROPOSED 03/09/17	(1) SALARIES & BENEFITS & OVERHEAD	SERVICES & SUPPLIES
OPERATIONS PROGRAMS									
SCCRTC - Administration	740,818	233,318	507,500	792,590	238,000	554,590	693,500	238,000	455,500
CRUZ511/Rideshare	336,666	205,566	131,100	331,422	210,000	121,422	281,100	200,000	81,100
SAFE	443,807	129,507	314,300	399,300	135,000	264,300	369,300	125,000	244,300
Freeway Service Patrol	378,060	76,060	302,000	379,500	77,500	302,000	400,500	70,000	330,500
SCCRTC Planning	2,608,901	1,329,677	1,279,224	3,556,418	1,286,173	2,270,245	2,314,503	1,312,175	1,002,328
Measure D							19,842,749	498,839	19,343,910
Total Operations Programs	4,508,252	1,974,128	2,534,124	5,459,230	1,946,673	3,512,557	23,901,652	2,444,014	21,457,638
CAPITAL PROGRAMS									
Rail/Trail Authority	1,040,010	185,010	855,000	925,010	190,010	735,000	670,010	190,010	480,000
Highway 1 Env Docs & Design	2,030,549	241,958	1,788,591	2,196,805	230,000	1,966,805	1,073,980	200,000	873,980
Highway 1 Construction	369,220	40,000	329,220	195,998	30,000	165,998	-	-	-
Countywide Bike Signage				323,096	58,000	265,096	315,096	50,000	265,096
Total Capital Programs	3,439,779	466,968	2,972,811	3,640,909	508,010	3,132,899	2,059,086	440,010	1,619,076
TOTAL ALL PROGRAMS	7,948,031	2,441,096	5,506,935	9,100,139	2,454,683	6,645,456	25,960,738	2,884,024	23,076,714

**BUDGET COMPARISON
PRIOR YEAR AND BUDGET YEAR**

PROGRAM	FY 15-16 ADOPTED 03/03/16	FY 15-16 ACTUAL 6/30/16	FY 15-16 ACTUAL LESS ADOPTED 03/03/16	FY16-17 ADOPTED 12/08/16	FY 15-16 ADOPTED 03/03/16	FY16-17 ADOPTED VS FY 15-16 ADOPTED	FY17-18 PROPOSED 03/09/17	FY16-17 ADOPTED 12/08/16	FY17-18 PROPOSED VS FY16-17 ADOPTED
	SCCRTC - Administration	740,818	712,836	(27,982)	792,590	740,818	51,772	693,500	792,590
Rideshare	336,666	168,576	(168,090)	331,422	336,666	(5,244)	281,100	331,422	(50,322)
SAFE	443,807	290,906	(152,901)	399,300	443,807	(44,507)	369,300	399,300	(30,000)
Freeway Service Patrol	378,060	328,260	(49,800)	379,500	378,060	1,440	400,500	379,500	21,000
Rail/Trail Authority	1,040,010	274,560	(765,450)	925,010	1,040,010	(115,000)	670,010	925,010	(255,000)
Highway 1 Env Docs & Design	2,030,549	918,423	(1,112,126)	2,196,805	2,030,549	166,256	1,073,980	2,196,805	(1,122,825)
Highway 1 Construction	369,220	156,842	(212,378)	195,998	369,220	(173,222)	-	195,998	(195,998)
Countywide Bike Signage				323,096	-		315,096	323,096	(8,000)
Measure D							19,842,749	-	
SCCRTC Planning	2,608,901	1,626,025	(982,876)	3,556,418	2,608,901	947,517	2,314,503	3,556,418	(1,241,915)
Total Operating Budget	7,948,031	4,476,428	(3,471,603)	9,100,139	7,948,031	829,012	25,960,738	9,100,139	(2,982,150)

Notes: (1) Includes staffing shown on page 16

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
ADMINISTRATION
FY 2017-2018 BUDGET**

1 ADMINISTRATION

2	3	4	5	6
WORK ELEMENT #102	FY16-17 APPROVED 12/08/16	FY17-18 PROPOSED 03/09/17	DIFFERENCE	NOTE
5 REVENUES:				
6 TDA Administration	649,719	571,646	-78,073	- Surplus funds available in FY 2016-17
7 RTC Funds	133,413	121,854	-11,559	- Triennial performance audit completed in FY 2016-17
8 Other revenue	9,458		-9,458	- One time transfer from closed-out fund
9 TOTAL REVENUES	792,590	693,500	-99,090	
10 EXPENDITURES:				
11 Salaries, Benefits & Overhead	238,000	238,000	0	
12				
13 Services and Supplies:				
14 Telephone	13,000	13,000	0	
15 Liability Insurance	14,000	14,000	0	
16 Utilities	9,000	9,000	0	
17 Office Rent	89,000	92,000	3,000	- Per lease agreements
18 Travel/Training				
19 Vehicle Maintenance, Rentals and Service	4,000	4,000	0	
20 Transportation/Travel/Education	26,000	26,000	0	
21 Fixed Assets	15,000	15,000	0	
22 Office Expenses				
23 General Supplies & Expenses	30,000	30,000	0	
24 Duplicating	6,000	6,000	0	
25 Postage	5,500	5,500	0	
26 Membership	15,000	15,000	0	
27 Sponsorship	1,000	1,000	0	
28 Advertisement/Publication	6,000	6,000	0	
29 Office Equipment Repair/Maintenance	6,500	6,500	0	
30 Contingency/Special Expense	25,000	25,000	0	
31 County Mainframe/Intranet	6,000	6,000	0	
32 Computer Software	12,000	12,000	0	
33 Services				
34 Commissioners' Stipend	11,000	11,000	0	
35 Fiscal & Triennial Performance Audit	57,093	30,000	-27,093	- Triennial performance audit completed in FY 2016-17
36 Annual Report/Fact Sheets	10,000	10,000	0	
37 Accounting, Payroll and Auditing Fees	15,000	15,000	0	
38 Human Resources/Employee Relations	20,000	20,000	0	
39 Administrative Consulting Services	10,000	10,000	0	
40 Legal Counsel	30,000	30,000	0	
41 Computer/website support, service & programming	36,000	36,000	0	
42 Custodial - Janitorial Services	7,500	7,500	0	
43 Provision for RTC reserves	74,997	0	-74,997	- one time provision of build reserves
44 <i>Subtotal Services & Supplies</i>	554,590	455,500	-99,090	
45				
46 TOTAL EXPENDITURES	792,590	693,500	-99,090	

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
CRUZ511 - RIDESHARE
FY 2017-2018 BUDGET

1 **Rideshare/CRUZ511:** 721400

2 3 4 5	WORK ELEMENT #179	FY16-17 APPROVED 12/08/16	FY17-18 PROPOSED 03/09/17	DIFFERENCE	NOTE
6	REVENUES:				
6	RSTP Exchange	102,813	50,000	-52,813	- Estimated carryover from FY 2016-17
7	SAFE funds	50,000	50,000	0	
9	RSTP/STBG	238,124	359,500	121,376	- Estimated carryover from FY 2016-17 and recently programmed funds
10	TOTAL REVENUES	390,937	459,500	68,563	
11	EXPENDITURES:				
12	Salaries, Benefits & Overhead	210,000	200,000	-10,000	- Estimate less work to maintain Cruz511 website
13					
14	Services and Supplies:				
15	Rideshare:				
16	Telephone	500	500	0	
17	Membership	600	600	0	
18	Postage	1,000	1,000	0	
19	Other - Office Expense	2,000	2,000	0	
20	Transportation/Travel/Education	2,000	2,000	0	
21	Advertisement & Promotion Materials	10,000	10,000	0	
22	Technical Support/Programming	5,000	5,000	0	
23	Bicycle Map Production and Printing	0	0	0	
24	Cruz511 Technical Support	10,000	10,000	0	
25	Park & Ride Lot Project	90,322	50,000	-40,322	- Estimated carryover from FY 2016-17
26	<i>Subtotal Services & Supplies</i>	121,422	81,100	-40,322	
27	Unappropriated Revenues:	59,515	178,400	118,885	- Estimated to be carriedover into FY 2018-19
28					
29	TOTAL EXPENDITURES	390,937	459,500	68,563	

Note:

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
SERVICE AUTHORITY FOR FREEWAY EMERGENCIES (SAFE)
FY 2017-2018 BUDGET**

1 **SAFE:** 721825

2	3	4	5	6
WORK ELEMENT #178 and #175	FY16-17 APPROVED 12/08/16	FY17-18 PROPOSED 03/09/17	DIFFERENCE	NOTE
5 REVENUES:				
6 DMV Fees	238,000	238,000	0	
7 Interest	3,000	3,000	0	
8 Local Financial Assistance (MTC SAFE)	50,000	50,000	0	
9 SAFE Reserve Funds Budgeted	108,300	78,300	-30,000	- Call box upgrade to be nearly completed by end of FY 2016-17
10 TOTAL REVENUES	399,300	369,300	-30,000	
11 EXPENDITURES:				
12 Salaries, Benefits & Overhead	135,000	125,000	-10,000	- Call box upgrade to be nearly completed by end of FY 2016-17
13				
14 Services and Supplies:				
15 Office Expense	2,000	2,000	0	
16 Transportation/Travel/Education	2,000	2,000	0	
17 HWY 17 Utility Charges (Electricity)	1,200	1,200	0	
18 Liability Insurance	5,000	5,000	0	
19 Legal Counsel	1,000	1,000	0	
20 Contingency/Special Expense	2,500	2,500	0	
21 Network Access	1,000	1,000	0	
22 System Maintenance	46,000	46,000	0	
23 CHP Operations	600	600	0	
24 Safe on 17	100,000	100,000	0	
25 Freeway Service Patrol	0	0	0	
26 Call Answering	3,000	3,000	0	
27 Callbox Upgrade	50,000	30,000	-20,000	- Call box upgrade to be nearly completed by end of FY 2016-17
28 To Cruz511	50,000	50,000	0	
29 <i>Subtotal Services & Supplies</i>	264,300	244,300	-20,000	
30 Unappropriated Revenues	0	0	0	
31				
32 TOTAL EXPENDITURES	399,300	369,300	-30,000	

Note:

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
 FREEWAY SERVICE PATROL (FSP)
 FY 2017-2018 BUDGET**

1 **FREEWAY SERVICE PATROL (FSP) : 721827**

2 3 4	WORK ELEMENT #177	FY16-17 APPROVED 12/08/16	FY17-18 PROPOSED 03/09/17	DIFFERENCE	NOTE
5	REVENUES				
6	Caltrans	160,702	160,702	0	
7	RSTPX and STIP	333,448	265,650	-67,798	- Carryover of RSTX from FY 2016/17 and new STIP funds available
8	Interest	1,000	1,000	0	
9	FSP Reserve Funds Budgeted			0	
10	TOTAL REVENUES	495,150	427,352	-67,798	
11					
12	EXPENDITURES				
13	Salaries, Benefits & Overhead	77,500	70,000	-7,500	- Contract procurement done in FY 16-17
14					
15	Services and Supplies:				
16	Telephone & Mobile Device Service	2,000	2,000	0	
17	Transportation/Travel/Education	1,000	1,000	0	
18	Liability Insurance	4,000	4,000	0	
19	Legal Counsel	1,000	1,000	0	
20	Contingency/Special Expense	5,000	5,000	0	
21	Supplies	4,000	4,000	0	
22	Towing	285,000	313,500	28,500	- Based on new procurement bids from FY 2016/17
23	<i>Subtotal Services & Supplies</i>	302,000	330,500	28,500	
24	Unappropriated Revenues:	115,650	26,852	-88,798	- Less in new funding available for FY 2017/18
25	TOTAL EXPENDITURES	495,150	427,352	-60,298	

Note:

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
RAIL/TRAIL AUTHORITY
FY 2017-2018 BUDGET

1 **RAIL/TRAIL AUTHORITY: 722100**

2 3 4	WORK ELEMENT #682	FY16-17 APPROVED 12/08/16	FY17-18 PROPOSED 03/09/17	DIFFERENCE	NOTE
5	REVENUES:				
6	STIP	0	0	0	
7	Leases, Licenses & Other Revenue	85,000	85,000	0	
8	Transfer from TC Funds	110,000	110,000	0	
9	RSTP Exchange	560,064	412,242	-147,822	- Estimated carryover from FY 2016-17
10	Rail/Trail Authority Reserve Funds Budgeted	169,946	62,768	-107,178	- Estimated carryover from FY 2016-17
11	TOTAL REVENUES	925,010	670,010	-255,000	
12	EXPENDITURES:				
13	Salaries, Benefits & Overhead	190,010	190,010	0	
14					
15	Services and Supplies:				
16	Liability Insurance	5,000	5,000	0	
17	Rail line ROW clean up, maintenance & signage	50,000	50,000	0	
18	Consulting Services:				
19	Consultants for Rail Operations & Property Management	20,000	20,000	0	
20	Haz Mat Investigation and Related Costs	10,000	10,000	0	
21	Site Management Plan	0	0	0	
22	General Contingency	15,000	15,000	0	
23	Construction Management Consultant	0	0	0	
24	Legal Counsel	30,000	30,000	0	
25	Rail line rehabilitation	605,000	350,000	-255,000	- Estimated carryover from FY 2016-17
26	<i>Subtotal Services & Supplies</i>	735,000	480,000	-255,000	
27					
28	TOTAL EXPENDITURES	925,010	670,010	-255,000	

Note:

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
HIGHWAY 1 ENVIRONMENTAL DOCUMENTS AND DESIGN
FY 2017-2018 BUDGET**

1 **HWY 1 ENVIRONMENTAL DOCUMENT & Design:** 722200

2 3 4	WORK ELEMENT #683	FY16-17 APPROVED 12/08/16	FY17-18 PROPOSED 03/09/17	DIFFERENCE	NOTE
5	REVENUES:				
6	RSTP Exchange - HOV Lanes	427,537		-427,537	- Used in FY 2016/17
7	RSTP Exchange (STBG 2016) - HOV Lanes	830,000	554,537	-275,463	- Estimated carryover from FY 2016/17
8	RSTP Exchange - Mar Vista Overcrossing	739,443	519,443	-220,000	- Estimated carryover from FY 2016/17
9	RSTP Exchange - Aux Lanes	199,825		-199,825	- Used in FY 2016/17
10	TOTAL REVENUES	2,196,805	1,073,980	-1,122,825	
11	EXPENDITURES:				
12	Salaries, Benefits & Overhead	230,000	200,000	-30,000	- Less staff work anticipated in FY 2017-18
13					
14	Services and Supplies:				
15	Hwy 1 HOV Lanes PA/ED:				
16	PA/ED Consultant - Nolte Contract	723,000	398,115	-324,885	- Estimated carryover from FY 2016/17
17	PA/ED on Call Consultants	0	0	0	
18	PA/ED Public Information, materials, postage & meetings	1,422	1,422	0	
19	ROW Consultant	5,000	5,000	0	
20	Reserve for future year expenses	348,115		-348,115	- Applied to current fiscal year expenses
21	Highway 1 Morrissey-Soquel Aux Lane				
22	Legal Costs	185,000		-185,000	- Used in FY 2016-17
23	Hwy 1 Mar Vista Drive Overcrossing:				
24	PA/ED Consultant	470,000	300,000	-170,000	- Estimated carryover from FY 2016/17
25	PA/ED Public Information, materials, postage & meetings	20,000	20,000	0	
26	ROW Consultant	5,000	5,000	0	
27	Reserve for future year expenses	194,443	144,443	-50,000	- Estimated carryover from FY 2016/17
28	<i>Subtotal Services & Supplies</i>	1,951,980	873,980	-1,078,000	
29					
30	Unappropriated Revenues:	14,825	0	-14,825	- Used in FY 2016-17
31	TOTAL EXPENDITURES	2,196,805	1,073,980	-1,122,825	

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
HIGHWAY 1 CONSTRUCTION
FY 2017-2018 BUDGET**

1 **HWY 1 CONSTRUCTION:** 722200

2 3 4	WORK ELEMENT #683	FY16-17 APPROVED 12/08/16	FY17-18 PROPOSED 03/09/17	DIFFERENCE	NOTE
5	REVENUES:				
6	STIP Construction			0	
7	CMIA Construction	195,998		-195,998	- Project closed out in FY 2016-17
8	Other Revenues			0	
9	TOTAL REVENUES	195,998	0	-195,998	
10	EXPENDITURES:				
11	Salaries, Benefits & Overhead	30,000		-30,000	- Project closed out in FY 2016-17
12					
13	Services and Supplies:				
14	Hwy 1 Morrissey-Soquel Aux Lane Construction:				
15	Construction contract with contingency	0	0	0	
16	Supplemental construction activity	0	0	0	
17	Traffic management	0	0	0	
18	Traffic enforcement	0	0	0	
19	Miscellaneous other	0	0	0	
20	Construction management consultant	0	0	0	
21	Construction design support	0	0	0	
22	Legal Counsel	165,998		-165,998	- Project closed out in FY 2016-17
23	General Contingency	0	0	0	
24	<i>Subtotal Services & Supplies</i>	165,998	0	-165,998	
25					
26	Unappropriated Revenues	0	0	0	
27	TOTAL EXPENDITURES	195,998	0	-195,998	

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
HIGHWAY 1 CONSTRUCTION
FY 2017-2018 BUDGET**

1 COUNTYWIDE BIKE SIGNAGE:

2	3	4	5	6
WORK ELEMENT #615	FY16-17 APPROVED 12/08/16	FY17-18 PROPOSED 03/09/17	DIFFERENCE	NOTE
5 REVENUES:				
6 Active Transportation Program Funds	320,000	265,000	-55,000	- Estimated carryover from FY 2016-17
7 RSTP Exchange	42,096	42,096	0	
8 RTC Funds	8,000	8,000	0	
9 TOTAL REVENUES	370,096	315,096	-55,000	
10 EXPENDITURES:				
11 Salaries, Benefits & Overhead	58,000	50,000	-8,000	- Estimate of work to be done
12				
13 Services and Supplies:				
14 Construction with contingency	200,000	200,000	0	
15 Engineering Activity - including PS&E, counts and permits	30,000	20,000	-10,000	- Some work to be done in FY 2016-17
16 Public Outreach	12,500	12,500	0	
17 Future Year Expenses	69,596	32,596	-37,000	- Estimated carryover from FY 2016-17
18 <i>Subtotal Services & Supplies</i>	312,096	265,096	-47,000	
19				
20 Unappropriated Revenues	0	0	0	
21 TOTAL EXPENDITURES	370,096	315,096	-55,000	

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
 PLANNING REVENUES SUMMARY
 FY 2017-2018 BUDGET**

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

SOURCES	FY16-17 APPROVED 12/08/16	FY17-18 PROPOSED 03/09/17	DIFFERENCE	NOTE
REVENUES:				
TDA Planning	675,915	713,101	37,186	- Includes the increases for Bike to Work and Comm Traff. Safety
Rural Planning Assistance (RPA)	337,000	337,000	0	
STIP for Planning (PPM)	175,000	175,000	0	
RSTP Exchange	385,000	150,000	-235,000	- Some work completed in FY 2016-17
Land Trust	127,473	127,473	0	
Transit Planning Grants	489,521	550,073	60,552	- Some work completed in FY 2016-17 & additional funds availab
Coastal Conservancy	977,784	0	-977,784	- Some work completed & funds fully expended in FY 2016-17
Sustainable Transportation Planning Grant	178,150	140,729	-37,421	- Some work completed in FY 2016-17
RTC Funds Budgeted	210,575	121,127	-89,448	- Estimate for FY 2017-18
TOTAL REVENUES	3,556,418	2,314,503	-1,241,915	

Note:

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
PLANNING EXPENDITURES
FY 2017-2018 BUDGET**

1 PLANNING EXPENDITURES: 721600/721700/721750

EXPENDITURES	FY16-17 APPROVED 12/08/16	FY17-18 PROPOSED 03/09/17	DIFFERENCE	NOTE
5 Salaries, Benefits & Overhead by Program				
6 Regional Planning Coordination	127,918	97,918	-30,000	- Some to be done under various specific planning projects
7 Unified Corridor Study Phase II	35,344	106,031	70,687	- Most of the work to be done in FY 2017-18
8 Work Program	34,535	34,535	0	
9 Public Information	41,914	41,914	0	
10 Bicycle/Pedestrian Planning	70,753	62,936	-7,817	- Some work part of specific projects
11 MBSST Network	50,000	50,000	0	
12 MBSST Projects	127,473	127,473	0	
13 Specialized Transportation	69,753	64,158	-5,595	- Some work part of specific projects
14 User Oriented Transit Travel Planning	66,527	66,527	0	
15 Sust Transp Prioritization Plan	77,165	63,135	-14,030	- Some work done in FY 2016-17
16 Highway 9 Study	27,159	81,473	54,314	- Most of the work to be done in FY 2017-18
17 Regional Transportation Plan for MTP	210,291	210,291	0	
18 Regional Travel Demand Model	21,557	-	-21,557	- Incorporated into Unified Corridor Study
19 Transportation Improvement Program (TIP)	220,487	220,487	0	
20 Highway & Roadway Planning	105,297	85,297	-20,000	- Some to be done under various specific planning projects
21 <i>Subtotal Staff and Overhead</i>	1,286,173	1,312,175	26,002	-
22 Services & Supplies				
<u>23 Passthrough Programs</u>				
24 Bike To Work Program (Ecology Action)	50,000	60,000	10,000	- Requested increase - previous increase in 2011
25 Bike & Ped Safety (Comm. Traffic Safety Coalition)	100,000	130,000	30,000	- Requested increase - previous increase in 2001
26 Ecology Action - Countywide SR2S Education	25,000	-	-25,000	- Anticipate completion in FY 2016-17
27 Open Streets - County HSA/Bike SCC	10,000	-	-10,000	- Anticipate completion in FY 2016-17
28				
<u>29 Professional Services (contracts)</u>				
30 Sacramento Assistant	-	-	0	
31 Washington Assistant	44,600	44,600	0	
32 Engineering and Other Technical Consultants	60,000	60,000	0	
33 User Oriented Transit Travel Planning	30,000	15,000	-15,000	- Some work done in FY 2016-17
34 Environmental Documents for RTP/MTP	25,000	25,000	0	
35 MBBST Projects - services and materials	1,277,784	100,000	-1,177,784	- Most of the work to be completed in FY 2016-17
36 Sust Transp Prioritization Plan	124,066	94,066	-30,000	- Some work done in FY 2016-17
37 Highway 9 study consultant	144,000	105,000	-39,000	- Estimated carryover from FY 2016-17
38 SC METRO & DPW for Hwy 9 study	24,262	24,262	0	
39 Unified Corridor Study Consultant	182,400	182,400	0	
40				
<u>41 RTC Work Element Related Items</u>				
42 Traffic Monitoring services	15,000	12,000	-3,000	- Some counts to be done as part of specific projects
43 Printing Documents and Pub Info Materials	40,000	40,000	0	
44 User Oriented Transit Travel Planning Materials	8,133	-	-8,133	- To be used in FY 2016-17
45 Transfer to Rail/Trail Authority	110,000	110,000	0	
46 <i>Subtotal Services & Supplies</i>	2,270,245	1,002,328	-1,267,917	
47				
48 TOTAL EXPENDITURES	3,556,418	2,314,503	-1,241,915	

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
PLANNING FUNDS SOURCE DETAIL
FY 2017-2018 BUDGET**

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

2	3	4	5	6	7	8	9	10	11	12	13
EXPENDITURES	FY17-18 PROPOSED 03/09/17	TDA	RTC FUND	RPA	Sust Transp Plng	FTA5304 SustComm Plng	FTA5304 SustComm Plng	FTA5304 Trnst for SustComm	STIP PPM	Land Trust	RSTPX
5 Salaries, Benefits & Overhead by Program											
6 Regional Planning Coordination	97,918	11,501	-	86,417							
7 Unified Corridor Study Phase II	106,031	12,162	-	-		93,869					
8 Work Program	34,535	34,535	-								
9 Public Information	41,914	25,214	16,700	-							
10 Bicycle/Pedestrian Planning	62,936	32,936	-					30,000			
11 MBSST Network	50,000	-	-								50,000
12 MBSST Projects	127,473	-	-							127,473	
13 Specialized Transportation	64,158	53,161	10,997								
14 User Oriented Transit Travel Planning	66,527	7,630	-					58,897			
15 Sust Transp Prioritization Plan	63,135	7,242	-		55,893						
16 Highway 9 Study	81,473	9,345	-				72,128				
17 Regional Transportation Plan for MTP	210,291	89,805	-	120,486				-			
18 Regional Travel Demand Model			-								
19 Transportation Improvement Program (TIP)	220,487	8,371	-	67,116					145,000		
20 Highway & Roadway Planning	85,297	22,316	-	62,981							
21 <i>Subtotal Staff & Overhead</i>	1,312,175	314,218	27,697	337,000	55,893	93,869	72,128	58,897	175,000	127,473	50,000
22											
23 Services & Supplies											
24 <u>Passthrough Programs</u>											
25 Bike To Work Program (Ecology Action)	60,000	60,000	-								
26 Bike & Ped Safety (Comm. Traffic Safety Coalition)	130,000	130,000	-								
27 Ecology Action - Countywide SR2S Education			-								
28 Open Streets - County HSA/Bike SCC			-								
29											
30 <u>Professional Services</u>											
31 Sacramento Assistant	-	-	-								
32 Washington Assistant	44,600	4,600	40,000								
33 Engineering and Other Technical Consultants	60,000	45,168	14,832								
34 User Oriented Transit Travel Planning	15,000	-	1,483					13,517			
35 Environmental Documents for RTP/MTP	25,000	25,000	-						-		
36 MBBST Projects - services and materials	100,000		-								100,000
37 Sust Transp Prioritization Plan	94,066		9,230		84,836						
38 Highway 9 study consultant	105,000		-					105,000			
39 SC METRO & DPW for Hwy 9 study	24,262		-					24,262			
40 Unified Corridor Study Consultant	182,400		-			182,400					
41											
42 <u>RTC Work Element Related Items</u>											
43 Traffic Monitoring services	12,000	11,897	103								
44 Printing Documents and Pub Info Materials	40,000	12,218	27,782						-		
45 User Oriented Transit Travel Planning Materials		-	-								
46 Transfer to Rail/Trail Authority	110,000	110,000	-								
47 <i>Subtotal Services & Supplies</i>	1,002,328	398,883	93,430	-	84,836	182,400	129,262	13,517	-	-	100,000
48											
49 TOTAL EXPENDITURES	2,314,503	713,101	121,127	337,000	140,729	276,269	201,390	72,414	175,000	127,473	150,000

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
PLANNING FUNDS SOURCE DETAIL
FY 2017-2018 BUDGET**

1 MEASURE D: Implementation

2 3 4	WORK ELEMENT	FY16-17 APPROVED 12/08/16	FY17-18 PROPOSED 03/09/17	DIFFERENCE	NOTE
5	REVENUES:				
6	Measure D Funds		19,842,749	19,842,749	- Per Aud-Cont estimate of TDA and historical comparison to SC Metro's 1/2-cent T&U tax
7	Interest		5,000	5,000	- Estimate
8	TOTAL REVENUES	0	19,847,749	19,847,749	
9					
10	EXPENDITURES:				
11	Salaries, Benefits & Overhead		498,839	498,839	- 1% for admin salaries & benefits per state law, overhead per Caltrans approved rate and implementation plans production
12					
13	Services & Supplies:				
14	Prior Fiscal Year Costs		560,000	560,000	- Includes election and set up costs
15	Consultant Services		100,000	100,000	- Includes auditing, financial and bonding consultant services
16	Materials and supplies		30,000	30,000	- Includes public information materials and reports
17	<i>Subtotal Services & Supplies</i>		690,000		
18	Apportionments:				
19	Neighborhood Projects (30%)				
20	Hwy 9 Projects and Hwy 17 Wildlife Xing		500,000	500,000	- \$15 million in Measure D funds divided by 30 years
21	City of Capitola		286,471	286,471	- Per Measure D approved allocation and Formula
22	City of Santa Cruz		1,157,040	1,157,040	- Per Measure D approved allocation and Formula
23	City of Scotts Valley		249,672	249,672	- Per Measure D approved allocation and Formula
24	City of Watsonville		774,170	774,170	- Per Measure D approved allocation and Formula
25	County of Santa Cruz		2,628,820	2,628,820	- Per Measure D approved allocation and Formula
26	<i>Subtotal Neighborhood Projects</i>		5,596,173	5,596,173	
27					
28	Highway Projects (25%)		4,663,477	4,663,477	- Per Measure D approved allocation
29	Santa Cruz METRO (16%)		2,984,626	2,984,626	- Per Measure D approved allocation
30	Community Bridges (4%)		746,156	746,156	- Per Measure D approved allocation
31	Active Transportation (17%)		3,171,165	3,171,165	- Per Measure D approved allocation
32	Rail Corridor (8%)		1,492,313	1,492,313	- Per Measure D approved allocation
33	<i>Subtotal Services, Supplies & Apportionments</i>		19,343,910	19,343,910	
34					
35	Unappropriated Revenues:		5,000	5,000	- Estimated interest
36	TOTAL EXPENDITURES	0	19,847,749	19,847,749	

Note: As stated in Measure D funds will be distributed at least quarterly to cities and the County of Santa Cruz based on their proportional share of the countywide population (29%), lane miles of roadway (39%) and the site where the measure revenue from the transactions and use tax is generated (32%). Population, road mile and tax site generation will be updated each year based on the latest available data. Site of tax revenue generation is estimated from existing T&U taxes in the county. Each year after the RTC obtains the data specific to this T&U tax adjustments will be made based on actual data fo site of tax revenue generation.

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
STP EXCHANGE PROGRAM
FY 2017-2018 BUDGET**

1 RSTP EXCHANGE PROGRAM: 722000

2	3	4	5	6
WORK ELEMENT #101	FY16-17 APPROVED 12/08/16	FY17-18 PROPOSED 03/09/17	DIFFERENCE	NOTE
5 REVENUES:				
7 Interest	30,000	30,000	-	
8 RSTP Exchange Funds Budgeted - Carryover	11,761,561		(11,761,561)	- Carryover to be determined at end of FY 2016-17
9 TOTAL REVENUES	11,791,561	30,000	(11,761,561)	
11 EXPENDITURES:				
12 City of Capitola				
13 Clares Street Traffic Calming	100,000		(100,000)	- Carryover to be determined at end of FY 2016-17
14 38th Avenue Rehabilitation	438,000		(438,000)	- Carryover to be determined at end of FY 2016-17
15 Bay Ave/Capitola Ave Intersection Modification/Roundabout	31,000		(31,000)	- Carryover to be determined at end of FY 2016-17
16 Upper Pacific Cove Parking Lot Pedestrian Trail and Depot Park bus stop	200,000		(200,000)	- Carryover to be determined at end of FY 2016-17
18 City of Santa Cruz				
19 Soquel Ave at Frederick St Intersection Modifications	188,000		(188,000)	- Carryover to be determined at end of FY 2016-17
20 Water St. Pavement Rehab - design phase	47,000		(47,000)	- Carryover to be determined at end of FY 2016-17
22 City of Scotts Valley				
23 Mt. Hermon Rd/Scotts Valley Dr/Whispering Pines Dr Intersection Improvement	346,000		(346,000)	- Carryover to be determined at end of FY 2016-17
25 City of Watsonville				
26 Freedom Blvd Reconstruction (Broadis to Alta Vista Ave)	900,000		(900,000)	- Carryover to be determined at end of FY 2016-17
27 Freedom Blvd Plan Line (Green Valley to Buena Vista)	135,000		(135,000)	- Carryover to be determined at end of FY 2016-17
29 County of Santa Cruz				
30 Branciforte Drive Chip Seal	174,000		(174,000)	- Carryover to be determined at end of FY 2016-17
31 Glen Arbor Road Recycle, Overlay & Chip Seal	400,000		(400,000)	- Carryover to be determined at end of FY 2016-17
32 Granice Creek Road Recycle & Overlay	500,000		(500,000)	- Carryover to be determined at end of FY 2016-17
33 Aptos Village Plan Improvements	1,340,000		(1,340,000)	- Carryover to be determined at end of FY 2016-17
34 Davenport Road Repairs	34,962		(34,962)	- Carryover to be determined at end of FY 2016-17
35 Capitola Road Slurry Seal (30th-17th Ave)	87,141		(87,141)	- Carryover to be determined at end of FY 2016-17
36 East Cliff Dr. Cape Seal (12th to 17th Avenues)	147,000		(147,000)	- Carryover to be determined at end of FY 2016-17
37 Empire Grade 2" Layer Seal: City of SC limits to 130' N of Heller Drive	24,684		(24,684)	- Carryover to be determined at end of FY 2016-17
38 Empire Grade 2" Layer Seal (130' north of Heller Dr to 0.79 mi north of Heller)	67,472		(67,472)	- Carryover to be determined at end of FY 2016-17
39 Green Valley Rd 3" Layer Seal: Devon Ln to Melody Ln (0.58 mi)	20,877		(20,877)	- Carryover to be determined at end of FY 2016-17
40 Mt. Hermon Rd 3" Layer Seal: Graham Hill to 1000' N of Locatelli Ln	218,927		(218,927)	- Carryover to be determined at end of FY 2016-17
41 Portola Drive Cape Seal: E. Cliff to 24th	132,340		(132,340)	- Carryover to be determined at end of FY 2016-17
42 State Park Drive Improvement	587,000		(587,000)	- Carryover to be determined at end of FY 2016-17
43 17th Ave. Cape Seal (Brommer - East Cliff)	241,000		(241,000)	- Carryover to be determined at end of FY 2016-17
44 Summit Rd Chip Seal (Soquel-San Jose Rd-Old SC Hwy)	129,527		(129,527)	- Carryover to be determined at end of FY 2016-17
45 Twin Lakes Beachfront	200,000		(200,000)	- Carryover to be determined at end of FY 2016-17
46 Open Streets - County HSA/Bike Santa Cruz County	10,000		(10,000)	- Carryover to be determined at end of FY 2016-17
48 Santa Cruz METRO				
49 CNG Bus Replacement	500,000		(500,000)	- Carryover to be determined at end of FY 2016-17
51 SCCRTC				
52 Highway 1 Corridor Environmental Review	830,000		(830,000)	- Carryover to be determined at end of FY 2016-17
53 MBSST - North Coast Phase 2 Environmental Review	300,000		(300,000)	- Carryover to be determined at end of FY 2016-17
54 Ecology Action - Countywide Safe Routes to Schools Education	25,000		(25,000)	- Carryover to be determined at end of FY 2016-17
55 Freeway Service Patrol	250,000		(250,000)	- Carryover to be determined at end of FY 2016-17
56 Park and Ride Lot Program	130,000		(130,000)	- Carryover to be determined at end of FY 2016-17
57 Bike Route Signage	60,906		(60,906)	- Carryover to be determined at end of FY 2016-17
58 Highway 1 Soquel-Morrissey Auxiliary Lanes	185,000		(185,000)	- Carryover to be determined at end of FY 2016-17
59 Highway 1 Bicycle/Ped Overcrossing near Mar Vista	752,000		(752,000)	- Carryover to be determined at end of FY 2016-17
60 Monterey Bay Sanctuary Scenic Trail Network	132,000		(132,000)	- Carryover to be determined at end of FY 2016-17
61 TOTAL PROJECT EXPENDITURES	9,864,836	-	(9,864,836)	
62 Unobligated Funds	1,926,725	30,000	(1,896,725)	- Carryover to be determined at end of FY 2016-17
63 TOTAL EXPENDITURES	11,791,561	30,000	(11,761,561)	

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
FUND BALANCES AND RESERVES
FY 2017-2018 BUDGET**

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FUND BALANCES & RESERVES: 03/09/17

DESCRIPTION	TDA FUND (1)	RTC FUND (2)	RIDESHARE FUND (3)	RAIL/TRAIL AUTHORITY FUND (4)	HWY 1 PA/ED & ENG FUND (4)	HWY 1 CONSTR FUND (4)	SAFE OPERATING FUND (5)	FSP FUND (5)	RSTP EXCHANGE FUND (4)	STA FUND (6)	TOTAL ALL FUNDS
Fund Balance 7-01-17	753,420	904,914		118,399	298,300		309,886	60,928	1,926,725	458	4,373,030
FY 2016-17 Revenues budgeted	-				519,443						-
Anticipated Revenues & Carryover Funds		70,000									589,443
Revenues From Prior Fiscal Year	-	-									-
Restricted Reserve carried over	(753,420)	(607,302)					(141,108)				(1,501,830)
Budgeted Carryover from FY 2015-16	-	(242,981)		(62,768)	(817,743)	-	(78,300)	-	-		(1,201,792)
Subtotal Fund Balance	-	124,631	-	55,631	-	-	90,478	60,928	1,926,725	458	2,258,851
To Cashflow Reserve		(124,631)					(51,312)				(175,943)
To Restricted Reserve Fund	-	-					-				-
Unappropriated Revenues			178,400	-	-	-	-	26,852			205,252
Total Fund Balance	-	-	178,400	55,631	-	-	39,166	87,780	1,926,725	458	2,288,160

Reserve Funds

Reserve Target (8% target for TDA fund; 30% target for others)	736,037	914,731	-	-	-	-	192,420				1,843,188
Cashflow Reserve (0% target for TDA fund; 8% target for others)		124,631					51,312				175,943
Restricted Reserve (8% target for TDA fund; 22% target for others)	753,420	607,302	-	-	-	-	141,108	-	-	-	1,501,830
Total Reserve Funds	753,420	731,933					192,420				1,677,773
Reserve Fund Difference from Target	17,383	(182,798)	-	-	-	-	-	-	-	-	(165,415)

Notes:

- 31 - Numbers in parentheses are negative numbers. All other numbers are positive numbers.
- 32 - Funds within each category (column) are restricted for use on projects/programs within that category.
- 33 - **Fund Balance (7-01-17)** = Balances of funds not used at the end of prior fiscal year.
- 34 - **Budgeted Carryover** = Portion of Fund Balance used in current fiscal year budget.
- 35 - **Unappropriated Revenues** = Amount of revenues designated for specific projects/programs that likely will not be expended in the current fiscal year, but will be needed in future years.
- 36
- 37 (1) 8% reserve established in RTC Rules and Regulations for the TDA Fund; 8.19% available in this proposed budget
- 38 (2) 3.6 month (or 30%) operating reserve target established in RTC Rules and Regulations for the RTC Fund ; 2.88 months (or 24%) available in this proposed budget
- 39 (3) Reserve for the Rideshare fund is included with the RTC Fund
- 40 (4) Reserve funds not proposed for capital project funds
- 41 (5) 3.6 month (or 30%) operating reserve target approved for the SAFE Fund to cover SAFE, FSP and Cruz511 operations
- 42 (6) This is a pass-through fund, all receipts are paid to Santa Cruz Metro.

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
STAFF POSITIONS
FY 2017-2018 BUDGET**

1				
2		FY16-17	FY17-18	
3 AUTHORIZED	APPROVED	PROPOSED	DIFFERENCE	NOTE
4 STAFF POSITIONS:	12/08/16	03/09/17		
5				
6	FTE	FTE	FTE	
7	POSITIONS			
8	Executive Director	1.00	1.00	0.00
9	Deputy Director	1.00	1.00	0.00
10	Fiscal Officer SCCRTC	1.00	1.00	0.00
11	Administrative Services Officer	1.00	1.00	0.00
12	Transportation Engineer		1.00	1.00 - Engineer needed for various RTC projects
13	Transportation Planner I-IV	8.00	8.00	0.00
14	Accounting Technician	0.50	1.00	0.50 - With Measure D there will be a greater level of accounting work
15	Administrative Assistant I-III	1.75	2.00	0.25 - With Measure D there will be a greater level of support work
16	Transportation Planning Technician	2.00	2.00	0.00
17	Paid Intern	0.50	0.50	0.00
18				
19	TOTAL POSITIONS	16.75	18.50	1.75
20				
21				
22		FY16-17	FY17-18	
23 BUDGETED	APPROVED	PROPOSED	DIFFERENCE	NOTE
24 STAFF POSITIONS:	12/08/16	03/09/17		
25				
26	FTE	FTE	FTE	
27	POSITIONS			
28	Executive Director	1.00	1.00	0.00
29	Deputy Director	1.00	1.00	0.00
30	Fiscal Officer SCCRTC	1.00	1.00	0.00
31	Administrative Services Officer	1.00	1.00	0.00
32	Transportation Engineer		1.00	1.00 - Engineer needed for various RTC projects
33	Transportation Planner I-IV	7.00	7.00	0.00
34	Accounting Technician	0.50	1.00	0.50 - With Measure D there will be a greater level of accounting work
35	Administrative Assistant I-III	1.75	2.00	0.25 - With Measure D there will be a greater level of support work
36	Transportation Planning Technician	2.00	2.00	0.00
37	Paid Intern	0.25	0.25	0.00
38				
39	TOTAL POSITIONS	15.50	17.25	1.75

Note: FTE= full-time equivalent

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
TDA ALLOCATION BALANCES
FY 2017-2018 BUDGET**

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TDA ALLOCATION BALANCES

CLAIMANTS	FY17-18 PROPOSED 03/09/17	UNSPENT PRIOR ALLOCATIONS	ADJUSTMENT	AVAILABLE FUNDS 03/09/17
SCCRTC				
TDA Administration	571,646			571,646
TDA Planning	713,101			713,101
Subtotal	1,284,747	-	-	1,284,747
SCMTD	6,767,933			6,767,933
Specialized Transit	664,920			664,920
Volunteer Center	79,157			79,157
City of Capitola	14,852			14,852
City of Santa Cruz - Non Transit	94,570			94,570
City of Scotts Valley	17,768			17,768
City of Watsonville	77,390			77,390
County of Santa Cruz	199,122			199,122
TOTAL	9,200,458	-	-	9,200,458

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

Glossary of Transportation Funding Terms Used in the SCCRTC Budget

- AB2766:** This bill authorized a Department of Motor Vehicles vehicle registration fee of up to \$4.00 to be used by air pollution control districts for planning and incentive programs to reduce motor vehicle emissions. The Monterey Bay Unified Air Pollution Control District (MBUAPCD) annually conducts a grant program to distribute approximately \$1.5 million in AB2766 funds in Santa Cruz, Monterey, and San Benito counties for this purpose. The SCCRTC has received AB2766 funds for some of its own programs, in addition to serving as a pass-through agency for grants used by some local non-profit organizations.
- AB3090 Loan:** Loan secured with an AB3090 designation from the CTC to be paid with funds eventually available to a project from the STIP.
- Active Transportation Program:** The ATP consolidated federal and state programs including the Transportation Alternatives Program, the Bicycle Transportation Account and Safe Routes to Schools into one program (ATP) to encourage increased use of active modes of transportation such as bicycling and walking.
- ARRA:** American Recovery and Reinvestment Act passed by Congress and signed by the President in 2009 as an economic stimulus package with funds for transportation projects
- ATP:** Active Transportation Program
- CMAQ:** see Congestion Mitigation and Air Quality Improvement Program
- CMIA:** Corridor Mobility Improvement Account – a \$4.5 billion program for highway improvements authorized by Proposition 1B, a transportation bond measure approved by California voters in November 2006.
- Coastal Conservancy Funds:** State bond funds available for Coastal Conservancy projects through state ballot measures.
- Commission Reserves:** The SCCRTC maintains a Reserve Fund for its operations. Commission Reserve funds are budgeted as necessary to fully fund the operating budget or for special projects.
- Congestion Mitigation and Air Quality Improvement Program:** A federal funding program specifically for projects and programs which contribute to the attainment of a national ambient air quality standard. The SCCRTC programs CMAQ funds for Santa Cruz County. CMAQ funds for planning projects appear in the SCCRTC budget.

c/o Carryover. Funds carried over from prior fiscal years.

DMV Fees: Department of Motor Vehicles revenue, used by the SCCRTC for the Service Authority for Freeway Emergencies (SAFE), see Service Authority for Freeway Emergencies funds for more detail.

Federal Earmark: Funds for specific projects secured by members of congress through federal legislation.

Federal Highway Administration (FHWA) Planning (PL) Funds from AMBAG: Funds derived from one percent "off the top" of the funds available to each State for federal highway projects. Funds are used by Metropolitan Planning Organizations (MPOs) and allocated by a formula established by Caltrans in consultation with the MPOs.

FHWA: Federal Highway Administration

Freeway Service Patrol (FSP) Grants: Caltrans annually grants funds to the SCCRTC to operate FSP services - a roving tow truck service which helps clear incidents on Highway 17 during peak travel periods. The SCCRTC has a Memorandum of Understanding with the San Francisco Bay Area Metropolitan Transportation Commission to contract for the FSP service for Santa Cruz County.

FSP: Freeway Service Patrol

FSP Funds: Funds designated in the annual state budget for FSP programs and distributed by a formula established in the FSP statutes.

Measure D: The Santa Cruz County Transportation Improvement Plan Measure passed by a supermajority of Santa Cruz County voters in November 2016 to institute a ½-cent transactions and use tax to raise local funds for transportation to be distributed among five different categories of projects.

Proposition 116: Clean Air and Transportation Improvement Act of 1990 passed by the voters in November 1990, provided bond funds for passenger rail and other projects including \$11 million for Santa Cruz County.

Regional Surface Transportation Program (RSTP): A federal funding program established by ISTEA to fund mass transit, highway, bicycle, pedestrian and local streets and roads projects. The SCCRTC programs STP funds for Santa Cruz County. Sometimes called RSTP for Regional Surface Transportation Program.

Regional Surface Transportation Program Exchange (RSTPX): The annual Federal Apportionment Exchange Program, administered by Caltrans, allows the SCCRTC the option to exchange all or a portion of its annual apportionment of Regional Surface Transportation Program (RSTP) funds for non-federal (State) funds. State funds have fewer oversight requirements than Federal funds. The funds pass through the SCCRTC to the local jurisdictions and other eligible public agencies, and therefore appear in the SCCRTC budget.

Rideshare Funds: Funds specifically designated for the Rideshare program, oftentimes through the *Regional Transportation Improvement Program (RTIP)*.

RPA: Rural Planning Assistance

RSTP: Regional Surface Transportation Program

RSTPX: Regional Surface Transportation Program Exchange

Rural Planning Assistance (RPA): These state funds are allocated annually to regional transportation planning agencies in rural areas to support planning programs.

SAFE: Service Authority for Freeway Emergencies

Service Authority for Freeway Emergencies (SAFE) Funds: Under the provisions of state enabling legislation, the Santa Cruz County SAFE collects a \$1-per-year addition to the vehicle registration fee (listed as DMV Fees in the budget) to fund the capital, planning, maintenance, and operation of a call box system on Highways 1, 9, 17, 129, and 152 in Santa Cruz County. SAFE funds can also be used for changeable message signs (CMS), freeway service patrol (FSP) and other selected motorist aid systems.

SGC: Strategic Growth Council established in 2008 by SB732 and responsible for allocating grant funds used to implement AB32 and SB375

STA: State Transit Assistance

State Planning and Research Funds: These funds are awarded by the California Department of Transportation (Caltrans) annually on a discretionary basis.

State Transit Assistance (STA): State Transit Assistance funds are derived from statewide sales tax on gasoline and diesel fuel as part of the Transportation Planning and Development (TP&D) program. Transit operations and capital improvement projects are eligible uses of STA funds. The SCCRTC receives State Transit Assistance funds and allocates 100 percent annually to the Santa Cruz Metropolitan Transit District (SCMTD).

State Transportation Improvement Program (STIP): A portion of State Transportation Improvement Program funds are allocated to our region for programming by the SCCRTC. STIP regional share funds programmed for SCCRTC projects, such as the Freeway Service Patrol, the Rideshare Program and Planning activities, appear in the SCCRTC budget.

STIP: State Transportation Improvement Program

STP: Regional Surface Transportation Program (RSTP)

STP Exchange: Regional Surface Transportation Program Exchange (RSTPX)

TDA: Transportation Development Act

Transportation Development Act (TDA): State law enacted in 1971. Local TDA funds are generated from a State tax of one-quarter of one percent on all retail sales in the county. Revenues are allocated annually by the SCCRTC to support transportation planning and administration, bus transit, transportation for the elderly and handicapped, and bikeway and pedestrian projects.

Transportation Development Act (TDA) Reserves: This reserve fund is maintained in order to provide the full TDA allocations to TDA recipients in the event there is a shortfall in actual versus projected TDA revenues. Occasionally some TDA Reserve funds are allocated to a special project.

Transportation Development Act (TDA) Estimates and Revenues

Month	FY 06-07	FY 07-08	FY 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17					FY 17-18
	Actual Revenue	Auditor Controller Estimate	Actual Revenue	Difference of Actual to Estimate	Difference as % of Estimate	Cumulative % of Actual to Estimate	Auditor Controller Estimate									
JUL	516,100	543,200	570,200	454,800	410,500	499,800	533,900	556,100	591,100	601,300	618,978	629,500	10,522	1.70%	101.70%	637,054
AUG	688,100	724,300	760,200	539,000	547,300	666,400	711,800	741,500	788,200	801,800	825,373	839,400	14,027	1.70%	101.70%	849,473
SEP	795,777	863,255	634,334	719,093	819,955	699,895	718,257	818,354	791,871	872,384	898,032	872,266	-25,766	-2.87%	99.95%	882,733
OCT	522,100	599,500	567,100	490,500	458,300	486,400	556,500	596,900	616,700	617,500	635,655	657,500	21,845	3.44%	100.69%	665,390
NOV	1,062,100	799,300	756,100	555,900	611,000	648,500	742,000	795,900	822,300	823,300	847,505	876,700	29,195	3.44%	101.30%	887,220
DEC	644,010	638,280	700,859	625,785	776,432	804,308	733,930	732,985	719,449	917,127	762,375	813,479	51,104	6.70%	102.20%	823,241
JAN	584,700	583,600	538,600	465,300	502,700	510,100	534,300	557,700	601,300	631,600	637,176	632,900	-4,276	-0.67%	101.85%	646,849
FEB	777,600	778,200	590,700	620,400	670,300	680,100	712,400	728,800	801,800	842,100	849,639	843,800	-5,839	-0.69%	101.49%	862,431
MAR	583,478	543,629	578,624	607,400	510,760	625,667	632,278	802,890	739,331	763,406	783,442					781,837
APR	488,600	494,300	432,400	385,100	412,600	441,300	475,600	504,100	524,400	559,000	555,688					572,496
MAY	651,500	659,000	464,400	562,700	605,300	588,400	634,100	672,100	699,200	745,400	740,917					763,397
JUN	734,297	652,069	606,615	605,859	631,912	756,557	759,038	780,261	853,689	795,139	904,623					814,337
TOTAL	8,048,362	7,878,633	7,200,133	6,631,837	6,957,059	7,407,427	7,744,102	8,287,590	8,549,340	8,970,056	9,059,403	6,165,545	90,812	1.00%	68.06%	9,186,458
% Chg	1.77%	-2.11%	-8.61%	-7.89%	4.90%	6.47%	4.55%	7.02%	3.16%	4.92%	1.00%					



ATTACHMENT 3

George Dondero, Executive Director
SCCRTC
1523 Pacific Avenue
Santa Cruz, CA 95060

December 20, 2016

Dear Mr. Dondero:

Ecology Action (EA) is requesting \$60,000 in Transportation Development Act (TDA) funds for FY 2017-2018 to support the bi-annual Santa Cruz County Bike to Work and Bike/Walk to School (BTW/S) program. This request is \$10,000 more than what our annual allocation has been for the past 6 fiscal years.

We are requesting an increase to expand our impact to the 50+ businesses that support the Bike to Work program. We would work with these businesses to initiate a Workplace Bike Challenge to generate more bike commute trips. The Workplace Challenge would be modeled after other successful programs that use incentives, recognition, and friendly competition to motivate commuters to make the switch to biking and biking more often for commute trips.

The Workplace Bike Challenge will occur during the month of May. Our Bike to Work partner businesses will be recruited to participate and encouraged to form 'teams' of employees that will help keep each other motivated to bike commute. Teams will record their daily bike mileage on our Challenge designated website and will earn 'points' for each mile biked. The team/business with the most points at the end of the month will be featured on Bike to Work promotions. Teams will be able to view mileage and progress of other teams and businesses to foster friendly competition and Ecology Action staff will provide weekly online resources and encouragement tips to all participating businesses via electronic communications. We'll profile businesses who provide bike commute amenities such as showers and secure bike parking.

This new Bike to Work component would complement the work we already do to promote, inspire and support increased bike commuting in our county. By catalyzing increased bike commuting at targeted businesses we strive to support year round biking.

The Bike to Work program continues to leverage RTC funding with over \$20,000 in cash support and some \$75,000 of in-kind contributions from local businesses, and public agencies. EA supplements RTC funding with federal and regional funds where possible to meet the growing demands especially for our bicycle transportation encouragement and safety education programs in the schools. Additionally, EA works with 250 volunteers that help make the event possible.

Ecology Action is sincerely grateful to the RTC for your continued support and for consideration of this \$60,000 allocation request for FY 17/18 to support our Bike to Work/School program.

Sincerely,

#



Piet Canin, VP, Ecology Action Transportation Group



County of Santa Cruz

HEALTH SERVICES AGENCY

POST OFFICE BOX 962, 1080 EMELINE AVENUE SANTA CRUZ, CA 95061-0962

(831) 454-4000 FAX: (831) 454-4488 TDD: (831) 454-4123

PUBLIC HEALTH DIVISION

January 11, 2017

George Dondero
Executive Director
Santa Cruz County Regional Transportation Commission
1523 Pacific Avenue
Santa Cruz, CA 95060-3911



Dear Mr. Dondero,

The Santa Cruz Health Services Agency (HSA) would like to thank the Regional Transportation Commission for its consistent support of traffic safety programming. With Transportation Development Act (TDA) funds, HSA has developed and implemented the Ride n' Stride bicycle and pedestrian safety program teaching children the rules of the road and promoting active transportation. Last year, Ride n' Stride was presented to 19 schools throughout the county reaching over 3,000 children. This year we will be adding a collaboration with Ecology Action in the development of the Walk Smart program by implementing school site walking fieldtrips. This will enable students to get both the classroom and "real world" learning experience.

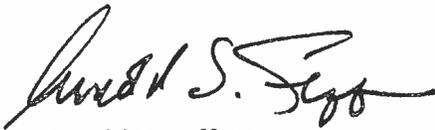
With TDA funding, HSA staffs the Community Traffic Safety Coalition and the South County Bike and Pedestrian Work Group. Community members and agency representatives come together to discuss bike and pedestrian safety issues and strategize solutions. The current focus of the coalitions is promoting Vision Zero as a community framework to prevent traffic deaths and injuries. A county-wide traffic safety report and community forum are coming this spring.

HSA will apply for TDA funding for the 2017-2018 fiscal year, requesting a budget increase of \$30,000 from \$100,000 to \$130,000. Dating back to 2001, TDA funds to HSA have been at or just below \$100,000 annually. HSA has a successful history of leveraging funds from other sources to match the TDA funding. Currently, HSA matches TDA funds with grants from the Office of Traffic Safety and the Caltrans Active Transportation program. However, with rising personnel costs and the uncertainty of grant funds, it is increasingly difficult to support the level of staffing needed to maintain our reach into the community. This year's TDA grant funds 42% of a full-time Health Educator and 46% of a full-time Health Program Specialist. The balance of funds (approximately \$3,000) is for supplies and local travel costs.

With an increased TDA budget, HSA plans to reach more schools with bike and pedestrian education, update program materials, support Open Streets events in Santa Cruz and Watsonville, assist with Bike to School days, analyze and report community traffic safety data and continue to form partnerships to grow and strengthen safe and active transportation programs.

We appreciate your time and consideration and would be happy to answer any questions you may have.

Sincerely,

A handwritten signature in black ink, appearing to read "Arnold S. Leff". The signature is fluid and cursive, with a large initial 'A' and 'L'.

Arnold S. Leff, M.D.
County Health Officer

CC: Giang T. Nguyen, Health Services Agency Director

ATTACHMENT 4

Quarterly Distribution of Transactions and Use Taxes - FY 2015-16

	Third Quarter 2015		Fourth Quarter 2015		First Quarter 2016		Second Quarter 2016		Total FY 2015/16	
	Amount	% of Cnty Libr	Amount	% of Cnty Libr	Amount	% of Cnty Libr	Amount	% of Cnty Libr	Amount	% of Cnty Libr
County Libr	5,141,075		5,070,181		4,470,624		5,037,271		19,719,150	
Capitola	547,522	10.6500%	572,923	11.2999%	458,356	10.2526%	516,905	10.2616%	2,095,707	10.6278%
Santa Cruz	1,583,147	30.7941%	1,577,585	31.1150%	1,400,249	31.3211%	1,571,144	31.1904%	6,132,123	31.0973%
Scotts Valley	314,443	6.1163%	308,907	6.0926%	282,141	6.3110%	294,223	5.8409%	1,199,714	6.0840%
Watsonville	920,398	17.9028%	880,592	17.3681%	841,762	18.8287%	931,998	18.5020%	3,574,750	18.1283%
Unincorp		34.5368%		34.1245%		33.2865%		34.2051%		34.0626%
Total		100.0000%		100.0000%		100.0000%		100.0000%		100.0000%

Note: Santa Cruz County Library and Capitola transactions and use (T&U) taxes are 1/4-cent all others are 1/2-cent. To ensure adequate comparison and calculation the library and Capitola T&U tax amounts are doubled to correspond to 1/2-cent.

Measure D Formula Apportionment Calculation

	Capitola	Santa Cruz	Scotts Valley	Watsonville	Unincorporated
Population 1/1/16 *	10,150	64,632	12,143	52,891	136,086
% population	3.68%	23.43%	4.40%	19.17%	49.32%
Lane Miles**	53	274	77	176	1,212
% lane miles	2.96%	15.28%	4.30%	9.82%	67.64%
Trasactions & Use Tax Collected (FY 15/16)	10.63%	31.10%	6.08%	18.13%	34.06%
29% pop; 39% lane miles; 32% site	5.6213%	22.7041%	4.8992%	15.1912%	51.5842%
Measure D Formula Apportionment	285,869.47	1,154,600.39	249,145.38	772,538.63	2,623,278.83

* State of California, Department of Finance, E-1 Population Estimates for Cities and Counties for 01/01/2016 — Released 05/01/2016

** data submitted by cities and county in 2014 to Nichols consulting for statewide pavement report.

FY 2017-18 Measure D Revenue Estimate	19,847,749
FY 2017-18 Off the Top Expenses	1,229,640
Net Measure D Funds for Apportionment	18,618,109

Note: According to the State Board of Equalization there is a good chance that there will be one payment toward the end of the last month of FY 2016-17 (June 2017.) If that is the case, that payment will be carried over into FY 2017-18 and incorporated into the estimate, which would increase formula apportionments accordingly.