

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
PROJECTED REVENUE SUMMARY
FY 2003-2004 BUDGET**

1 PROJECTED REVENUE SUMMARY

2 3 4	SOURCES	FY03-04 ADOPTED 3/04	FY03-04 PROPOSED 4/04	DIFFERENCE	NOTE
5	Transportation Development Act (TDA):				
6	Auditor's 1/4 Cent Sales Tax Estimate	7,026,600	7,026,600	0	
7	Interest Estimate	15,000	15,000	0	
8	<i>Total TDA Apportioned</i>	7,041,600	7,041,600	0	
9	State Transit Assistance (STA)	821,201	821,201	0	
10	Planning Grant Funds/Others:				
11	Federal Highway Administration (FHWA)	157,447	157,447	0	
12	CMAQ	529,194	529,194	0	
13	STIP Funds	97,841	173,841	76,000	
14	Surface Transportation Exchange (STP) Exchange	182,000	182,000	0	
15	Caltrans - Rural Planning Assistance Funds	210,000	210,000	0	
16	Other Grants/Commission Reserves:				
17	AB2766	69,694	69,694	0	
18	Commission Funds Budgeted	720,176	648,176	-72,000	- Replaced by STIP
19	Miscellaneous - Sublease/Monte Foundation	6,200	6,200	0	
20	<i>Planning Total</i>	1,972,552	1,976,552	4,000	
21	Service Authority for Freeway Emergency (SAFE):				
22	DMV Fees	235,000	235,000	0	
23	Interest	15,000	15,000	0	
24	Others - MTC SAFE	50,000	50,000	0	
25	SAFE Funds Budgeted	453,643	453,643	0	
26	Freeway Service Patrol (FSP) net of SAFE funds:				
27	Caltrans Grant	157,382	157,382	0	
28	Interest	1,400	1,400	0	
29	STIP Funds			0	
30	FSP Funds Budgeted	31,129	31,529	400	
31	Rail Trail Authority:				
32	STIP Funds	10,205,133	10,205,133	0	
33	Proposition 116	11,000,000	11,000,000	0	
34	Federal Earmark	1,500,000	1,500,000	0	
35	Rail/Trail Funds Budgeted	211,185	211,185	0	
36	Highway 1 PA/ED:				
37	STP Exchange	1,250,000	1,250,000	0	
38	CMAQ	1,200,000	1,200,000	0	
39	Transfer -in from TC Planning	347,452	347,452	0	
40	STP Exchange Program	4,320,353	4,320,353	0	
41	CMAQ to Other Local Jurisdictions	60,000	60,000	0	- Pajaro Valley TMA - detail on page 22
42	TOTAL	40,873,030	40,877,430	4,400	

Rtcserver1\Internal\iscal\budgetfy03-04\march 04\2004 budget2.xls

Attachment 2

8-5

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
 APPORTIONMENT SUMMARY
 FY 2003-2004 BUDGET**

1
 2 **APPORTIONMENT SUMMARY**

CLAIMANTS	FY03-04 ADOPTED 3/04	FY03-04 PROPOSED 4/04	DIFFERENCE	NOTE
Transportation Development Act (TDA):				
7 SCCRTC:				
8 TDA Administration	364,573	364,573	0	
9 TDA Planning	434,075	434,075	0	
10 <i>Subtotal</i>	798,648	798,648	0	
11 SCMTD	5,337,724	5,337,724	0	
12 Specialized Transit (Community Bridges/CTSA)	524,408	524,408	0	
13 Volunteer Center	62,430	62,430	0	
14 City of Capitola	12,420	12,420	0	
15 City of Santa Cruz - Non Transit	67,422	67,422	0	
16 City of Scotts Valley	14,194	14,194	0	
17 City of Watsonville	58,673	58,673	0	
18 County of Santa Cruz	165,681	165,681	0	
19 <i>Total TDA Apportioned</i>	7,041,600	7,041,600	0	
20				
21 State Transit Assistance (STA)	821,201	821,201	0	
22				
Planning Grant Funds/Others:				
24 SCCRTC:	1,889,905	1,893,905	4,000	- Adjust legal costs
25 Santa Cruz Area TMA	82,647	82,647	0	
26 <i>Subtotal</i>	1,972,552	1,976,552	4,000	
27				
28 SAFE	753,643	753,643	0	
29				
30 Freeway Service Patrol (FSP) - net of SAFE Share	189,911	190,311	400	- Adjust contract management costs
31				
32 Rail Trail Authority	22,916,318	22,916,318	0	
33				
34 Highway 1 PA/ED	2,797,452	2,797,452	0	
35				
36 STP Exchange Program	4,320,353	4,320,353	0	
37				
38 CMAQ to Other Local Jurisdictions	60,000	60,000	0	- Pajaro Valley TMA - detail on page 22
39				
40 TOTAL	40,873,030	40,877,430	4,400	

9-8

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
OPERATING BUDGET SUMMARY
FY 2003-2004 BUDGET**

1
2 **OPERATING BUDGET SUMMARY**

PROGRAM	FY02-03 APPROVED DETAIL				FY03-04 PROPOSED DETAIL			
	TOTAL FY02-03 ADOPTED 6/03	SALARIES & BENEFITS	OVERHEAD	SERVICES & SUPPLIES	TOTAL FY03-04 PROPOSED 4/04	SALARIES & BENEFITS (1)	COUNTY OVERHEAD	SERVICES & SUPPLIES
10 SCCRTC - Administration	567,293	140,310	9,690	417,293	551,305	166,296	11,028	373,981
11 Rideshare (net of unappropriated funds)	588,057	158,763	10,964	418,330	595,722	195,037	13,002	387,683
12 SAFE	298,000	51,534	3,559	242,907	753,643	61,058	4,071	688,515
13 Freeway Service Patrol	255,356	35,878	2,478	217,000	262,843	44,331	2,955	215,557
14 Rail/Trail Authority	836,758	78,897	5,449	752,412	22,916,318	48,144	3,210	22,864,964
15 Highway 1 - PA/ED	350,000			350,000	2,797,452	146,250	9,750	2,641,452
16 SCCRTC Planning	1,605,402	584,818	40,388	980,196	1,597,076	560,671	37,378	999,027
18 Total Operating Budget	4,500,866	1,050,200	72,528	3,378,138	29,474,359	1,221,786	81,394	28,171,179

**OPERATING BUDGET COMPARAIRON
FY02-03 ADOPTED AND FY03-04 PROPOSED**

PROGRAM	FY02-03 ADOPTED 6/03	FY02-03 ACTUAL 6/30/03	FY02-03 ACTUAL LESS ADOPTED 6/03	FY03-04 PROPOSED 4/04	FY02-03 ACTUAL 6/30/03	FY03-04 PROPOSED LESS FY02-03 ADOPTED
29 SCCRTC - Administration	567,293	386,538	(180,755)	551,305	386,538	164,767
30 Rideshare	588,057	228,341	(359,716)	595,722	228,341	367,381
31 SAFE	298,000	135,379	(162,621)	753,643	135,379	618,264
32 Freeway Service Patrol	255,356	244,443	(10,913)	262,843	244,443	18,400
33 Rail/Trail Authority	836,758	142,224	(694,534)	22,916,318	142,224	22,774,094
34 Highway 1 - PA/ED	350,000	-	(350,000)	2,797,452	-	2,797,452
35 SCCRTC Planning	1,605,402	1,208,675	(396,727)	1,597,076	1,208,675	388,401
37 Total Operating Budget	4,500,866	2,345,600	(2,155,266)	29,474,359	2,345,600	27,128,759

1. 2/04 amendment: Salaries and Benefits increased by \$25,000 due to updated estimates.

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
OPERATING BUDGET BY PROGRAM - ADMINISTRATION
FY 2003-2004 BUDGET**

1 **ADMINISTRATION:** 721750

2	3	FY03-04	FY03-04	DIFFERENCE	NOTE
4	WORK ELEMENT #101	ADOPTED	PROPOSED		
5		3/04	4/04		
6	REVENUES:				
7	TDA Administration	364,573	364,573	0	
8	Tenant Charges	3,200	3,200	0	
9	Other Revenues	3,000	3,000	0	
10	Commission Funds - New	136,151	140,151	4,000	
11	Commision Funds - Carryover	40,381	40,381	0	
	TOTAL REVENUES	547,305	551,305	4,000	
12	EXPENDITURES:				
13	Staff and Overhead:				
14	Salaries & Benefits	166,296	166,296	0	
15	County Overhead	11,028	11,028	0	
16	<i>Subtotal Staff and Overhead</i>	177,324	177,324	0	
17	Services and Supplies:				
18	Membership	5,000	5,000	0	
19	Sponsorship	14,000	14,000	0	
20	Office Expense	33,000	33,000	0	
21	Duplicating	19,000	19,000	0	
22	Postage	11,000	11,000	0	
23	Service Center - County Motor Pool	4,900	4,900	0	
24	Tranportation/Travel/Education	12,000	12,000	0	
25	Telephone	9,500	9,500	0	
26	Phone & Voice Mail Maintenance	1,800	1,800	0	
27	Liability Insurance	2,330	2,330	0	
28	Advertisement/Publication	10,000	10,000	0	
29	Directors Expenses	13,300	13,300	0	
30	Field Equipment/Supplies	1,100	1,100	0	
31	Office Equipment Repair/Maintenance	2,500	2,500	0	
32	Video Conferencing Fees	2,200	2,200	0	
33	Fiscal Audit	18,625	18,625	0	
34	Performance Audit	18,625	18,625	0	
35	Accounting and Auditing Fees - County's Auditor Controller	3,500	3,500	0	
36	Legal Counsel	6,000	10,000	4,000	- Update based on cost trends
37	Contingency/Special Expense	4,000	4,000	0	
38	ISD Computer System	10,800	10,800	0	
39	County Mainframe/Intranet	5,000	5,000	0	
40	Web Design (Santa Cruz Click)	3,838	3,838	0	
41	Computer Software	2,000	2,000	0	
42	LAN/Internet/Web Fees	6,000	6,000	0	
43	Fixed Assets	9,820	9,820	0	
44	LAN Project	20,000	20,000	0	
45	LAN Project/Computer Support	36,543	36,543	0	
46	Office Improvement	5,000	5,000	0	
47	Utilites	7,200	7,200	0	
48	Custodial - Janitorial Services	3,800	3,800	0	
49	Property Tax	7,100	7,100	0	
50	Office Rent	60,500	60,500	0	
51	<i>Subtotal Services & Supplies</i>	369,981	373,981	4,000	
52	TOTAL EXPENDITURES	547,305	551,305	4,000	

8-8

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
 OPERATING BUDGET BY PROGRAM - FREEWAY SERVICE PATROL (FSP)
 FY 2003-2004 BUDGET

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

2 3 4	WORK ELEMENT #177	FY03-04 ADOPTED 3/04	FY03-04 PROPOSED 4/04	DIFFERENCE	NOTE
5	REVENUES				
6	Caltrans	157,382	157,382	0	
7	SAFE Funds	72,532	72,532	0	
8	Interest	1,400	1,400	0	
9	FSP Funds Budgeted - New	31,129	31,529	400	
10	TOTAL REVENUES	262,443	262,843	400	
11					
12	EXPENDITURES				
13	Staff and Overhead:				
14	Salaries & Benefits	44,331	44,331	0	
15	County Overhead	2,955	2,955	0	
16	<i>Subtotal Staff and Overhead</i>	47,286	47,286	0	
17	Services and Supplies:				
18	Telephone	1,500	1,500	0	
19	Tranportation/Travel/Education	500	500	0	
20	Liability Insurance	1,800	1,800	0	
21	Legal Counsel	500	500	0	
22	Professional Services - MTC	6,200	6,600	400	- Anticipated cost increase
23	Contingency/Special Expense	2,657	2,657	0	
24	Towing	202,000	202,000	0	
25	<i>Subtotal Services & Supplies</i>	215,157	215,557	400	
26					
27	TOTAL EXPENDITURES	262,443	262,843	400	

6-8

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
OPERATING BUDGET BY WORK PROGRAM - PLANNING REVENUES BY SOURCES
FY 2003-2004 BUDGET**

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

2 3 4	SOURCES	FY03-04 ADOPTED 3/04	FY03-04 PROPOSED 4/04	DIFFERENCE	NOTE
5	REVENUES:				
6					
7	TDA Planning	434,075	434,075	0	
8					
9	Rural Planning Assistance Funds (State Subvention)	210,000	210,000	0	
10					
11	STP Exchange - Electric Bike	182,000	182,000	0	
	STIP	0	76,000	76,000	- For Planning, Programming & Monitoring (PPM) tasks
12					
13	CMAQ - Santa Cruz Area TMA	82,647	82,647	0	
14					
15	FHWA - Planning	157,447	157,447	0	
16					
17	AB2766 - Bike Secure III	25,000	25,000	0	
18					
19	Commission Funds Budgeted:				
20	New	122,809	46,809	-76,000	- Replaced by STIP
21	Carryover	35,646	35,646	0	
22	Transfer to PAVED Fund	347,452	347,452	0	
23					
24	TOTAL EXPENDITURES	1,597,076	1,597,076	0	

8-10

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
OPERATING BUDGET BY PROGRAM - PLANNING EXPENDITURES
FY 2003-2004 BUDGET**

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

EXPENDITURES	WORK ELEMENT NUMBER	FY03-04 ADOPTED 3/04	FY03-04 PROPOSED 4/04	DIFFERENCE	NOTE
EXPENDITURES:					
Staff & Overhead Summary					
Salaries & Benefits		560,671	560,671	0	
County Overhead		37,378	37,378	0	
<i>Subtotal Staff and Overhead</i>		598,049	598,049	0	
Staff & Overhead by Program					
Plan Coordination	112	77,089	77,089	0	
Land Use/Transportation Coordination	411	12,000	12,000	0	
Work Program	101	29,000	29,000	0	
Public Information	113	69,000	69,000	0	
Bicycle/Pedestrian Planning	614	24,000	24,000	0	
Bike Secure III	614	6,000	6,000	0	
Specialized Transportation	621	36,000	36,000	0	
Regional Transportation Plan	622	58,000	58,000	0	
Expenditure Plan	622	60,000	60,000	0	
Monitoring	231	38,000	38,000	0	
TSM	631	3,000	3,000	0	
Transportation Improvement Program (TIP)	641	125,657	125,657	0	
HWY 1 Widening (non PA/ED)	683	60,303	60,303	0	
<i>Subtotal Staff and Overhead</i>		598,049	598,049	0	
Services & Supplies					
Washington Assistant (Chaney)	112	25,000	25,000	0	
Sacramento Assistant (Arriaga)	112	19,200	19,200	0	
Bike Secure Program III	614	25,000	25,000	0	
Bike To Work Program (Santa Cruz Area TMA)	614	40,000	40,000	0	
Electric Bicycle Project (Ecology Action)	614	182,683	182,683	0	
Community Traffic Safety Coalition	614	100,000	100,000	0	
RTP EIR Contribution	622	30,000	30,000	0	
Addendum to 2001 RTP EIR	622	6,400	6,400	0	
Expenditure Plan Public Information	622	50,000	50,000	0	
Public Information	113	9,000	9,000	0	
Expenditure Plan Poll (Bregman)	622	42,000	42,000	0	
Expenditure Plan on Call Consultants	622	13,945	13,945	0	
HCA Legal	622	5,701	5,701	0	
Congestion Education Campaign (Santa Cruz Area TMA)	631	82,647	82,647	0	
Technical Advisor/Engineer (Scott)	641	20,000	20,000	0	
Reserves Transfer to HWY 1 PA/ED	683	347,451	347,451	0	
<i>Subtotal Services & Supplies</i>		999,027	999,027	0	
TOTAL EXPENDITURES		1,597,076	1,597,076	-	

11-8

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
OPERATING BUDGET BY PROGRAM - PLANNING DETAIL
FY 2003-2004 BUDGET**

1 **PLANNING DETAIL: 721600/721700/721760**

2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40		
		EXPENDITURES	WORK ELEMENT NUMBER	FY03-04 ADOPTED 4/04	TDA	COMMISSION FUNDS	RPA	FHWA	AB2766	STP EXCHANGE	STIP	CMAQ GRANT PPM																												
		SALARIES, Benefits & Overhead																																						
		Plan Coordination	112	77,089		8,839	58,250	10,000																																
		Land Use/Transportation Coordination	411	12,000	12,000	-																																		
		Work Program	101	29,000			16,000	13,000																																
		Public Information	113	69,000			41,000	28,000																																
		Bicycle/Pedestrian Planning	614	24,000	24,000	-																																		
		Bike Secure III	614	6,000	8,000	-																																		
		Specialized Transportation	621	36,000	36,000	-																																		
		Regional Transportation Plan	622	58,000	4,763	-																																		
		Expenditure Plan	622	60,000	60,000	-																																		
		Monitoring	231	38,000			8,000	30,000																																
		TSM	631	3,000	3,000	-																																		
		Transportation Improvement Program (TIP)	641	125,657			69,371	33,523																																
		HWY 1 Widening (non-PA/ED)	683	60,303			17,379	42,924																																
		<i>Salaries, Benefits & Overhead Subtotal</i>		598,049	145,763	8,839	210,000	157,447	-	-																														
		Services & Supplies																																						
		Washington Assistant (Chaney)	112	25,000	22,900	2,100																																		
		Sacramento Assistant (Arriaga)	112	19,200	9,600	9,600																																		
		Bike Secure Program III	614	25,000					25,000																															
		Bike To Work Program (Santa Cruz Area TMA)	614	40,000	40,000	-																																		
		Electric Bicycle Project (Ecology Action)	614	182,883		683																																		
		Community Traffic Safety Coalition	614	100,000	100,000	-																																		
		RTP EIR Contribution	622	30,000	12,000	18,000																																		
		Addendum to 2001 RTP EIR	622	6,400		6,400																																		
		Expenditure Plan Public Information	622	50,000	41,812	8,188																																		
		Public Information	113	9,000		9,000																																		
		Expenditure Plan Poll (Bregman)	622	42,000	42,000	-																																		
		Expenditure Plan on Call Consultants	622	13,945		13,945																																		
		HCA Legal	622	5,701		5,701																																		
		Congestion Education Campaign (Santa Cruz Area TMA)	631	82,847																																				
		Technical Advisor/Engineer (Scott)	641	20,000	20,000	-																																		
		Reserves Transfer to HWY 1 PA/ED	683	347,451		347,451																																		
		<i>Subtotal Services & Supplies</i>		999,027	288,312	421,068	-	-	25,000	182,000	-																													
		TOTAL EXPENDITURES		1,597,076	434,075	429,907	210,000	157,447	25,000	182,000	76,000	82,647																												

8-12

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
FUND BALANCES AND RESERVES
FY 2003-2004 BUDGET**

1
2 **FUND BALANCES & RESERVES:**

4/04

3 4 5 6	DESCRIPTION	TDA FUND	COMMISSION FUND	RAIL/TRAI AUTHORITY	HIGHWAY ONE PA/ED	SAFE OPERATING FUND	SAFE COP	FSP	STP EXCHANGE	STA	TOTAL ALL FUNDS
7	Fund Balance 7-01-03	271,060	815,198	232,489	-	636,803	81,881	39,920	2,310,512	2,690	4,390,553
8											
9	Budgeted Carryover 3/04	-	(461,216)	(142,348)	-	(93,783)			(2,280,000)		(2,977,347)
10	Budgeted New 3/04	-	(186,960)	(68,837)	-	(359,860)		(31,529)			(647,186)
11											
12	Available Funds - Unrestricted	271,060	167,022	21,304	-	183,160	81,881	8,391	30,512	2,690	766,020
13	Available Funds - Restricted (1)		31,097						53,753		84,850
14	TOTAL FUND BALANCE 6-30-04	271,060	198,119	21,304	-	183,160	81,881	8,391	84,265	2,690	850,870
15											
16	Target for Reserves (2)	(352,080)	(137,205)								
17											
18	Surplus <Deficit> from Target	(81,020)	60,914								

8-13

23 24 25 26	DESCRIPTION	TDA FUND (1)	COMMISSION FUND	RAIL/TRAI AUTHORITY	HIGHWAY ONE PA/ED	SAFE OPERATING FUND	SAFE COP	FSP	STP EXCHANGE	STA	TOTAL ALL FUNDS
27	Budgeted Funds 1/04		720,176	211,185	-	313,643	-	31,129	2280000		3,556,133
28											
29	Net Change 3/04	-	(72,000)	-	-	140,000	-	400	-	-	68,400
30											
31	Budgeted Funds 3/04	-	648,176	211,185	-	453,643	-	31,529	2,280,000	-	3,624,533

(1) Restricted funds are the unappropriated funds in Rideshare and STP Exchange program budget

(2) The County Auditor Controller has recommended reserve targets for TDA Fund and Commission Fund. For the TDA fund, the target is 5% of projected annual revenues. For the Commission fund, the target is 5% of the Regional Transportation Commission operating budget.