



Equal Employment Opportunity Committee

2011 Annual Report

February 9, 2012

**City of Santa Cruz Equal Employment Opportunity Committee  
2011 Annual Report**

February 9, 2012

**EEO Committee Members 2011**

Seated, left to right

Jonna Hubling, Parking Attendant  
Deborah Holmes, City Council Appointment  
Tom Graves, Deputy City Clerk  
Laura Waldren, Office Supervisor

Dates of Committee Service

1/25/10-present  
1/27/09-present  
5/12/11-present  
11/6/08-present

Standing, left to right

Hollis Walton, City Council Appointment  
Jack McPhillips, Police Sergeant  
Piret Harmon, Principal Management Analyst  
Colleen McMahon, Police Lieutenant  
Joe McMullen, Staff Liaison/Chief Human Resources Officer

1/25/11-present  
2/8/07-present  
2/12/08-present  
2/4/10-present  
Staff Support

Not pictured

Lisa Sullivan, Administrative Services Department Director  
Nancy Concepción, Associate Planner II  
Kathy Stagnaro, Human Resources Technician  
Rebecca Dzamov, Human Resources Analyst II  
Dale Zevin, Human Resources Analyst II/Training Manager

6/1/07-present  
8/14/07-4/21/11  
Staff Support  
Staff Support  
Staff Support



The 2011 Equal Employment Opportunity Committee Annual Report was created by Tom Graves, Lisa Sullivan and Joe McMullen

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# City of Santa Cruz Equal Employment Opportunity Committee 2011 Annual Report

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## **Section 1: Overview of Committee and 2011 Activities**

Lisa Martinez Sullivan

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The purpose of the EEO Committee is to serve as a communication channel between City employees, the community, the City Manager, the City Council and the EEO Coordinator on equal employment opportunity concerns. The EEO Committee meets quarterly on the second Thursday of February, May, September, and November at 1:30 pm in the City Council Chambers. The EEO Committee consists of 9 members. Two members of the public are appointed by the City Council; the City Manager appoints one executive and three employee representatives; one member is appointed by the service employees bargaining unit (SEIU Local 521); the other bargaining units take turns appointing two other members.

The EEO Committee may be contacted via the EEO Coordinator Joe McMullen (Chief Human Resources Officer) at 831-420-5044 or [jmcmullen@cityofsantacruz.com](mailto:jmcmullen@cityofsantacruz.com).

The following pages describe the EEO Committee's activities for 2011. During 2011 the EEO Committee worked towards achieving their overarching goals, received and commented on reports about the City's training and employee development efforts, and formed subcommittees to address specific initiatives. One of the most visible was the Website Subcommittee which resulted in significant updates to the EEO Committee's web presence. Unfortunately, due to declining job openings for employers, the annual Access to Employment Job Fair was not held in 2011 but the EEO Committee will renew its commitment to the job fair in 2012. The Proposition 209 Subcommittee had the daunting task of updating all of the City's EEO related documents so they comply with current laws regarding EEO. This complex work is ongoing and likely to result in the combining of a variety of documents in order to reduce redundancy and make City EEO documents easier to find and understand. Lastly, this annual report is the work product of the Annual Report Subcommittee.

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**Section 2: Statement of EEO Committee Goals & Objectives**

Updated September 29, 2011

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**Goal #1:** Be more engaged, visible, and committed

Objective(s):

- Review, discuss, and evaluate trends from City's Discrimination/Harassment Complaint logs
- Make recommendations to address recurring issues
- Maintain a full membership of the Committee

**Goal #2:** Raise awareness about the Committee in the City of Santa Cruz workplace and in the community

Objective(s):

- Be creative and innovative about using the City's Intranet and Internet
- Reach out to departments at departmental staff meetings and at quarterly Supervisors/Managers meetings
- Take opportunities to build relationships with the public (community outreach)
- Create a periodic newsletter

**Goal #3:** Remain current in knowing EEO-related city, state, and federal laws and policies

Objective(s):

- Provide workshops/speakers at Committee meetings, as needed

## Activities Planned in Support of Goals & Objectives

(Updated September 29, 2011)

<b>ACTIONS</b>	<b>WHO</b>	<b>TIMELINE</b>
E-mail complaint logs to Committee members with Agendas	Joe	2 weeks prior to regular Committee meetings
Have discussions re: all recurring issues	All	At regular Committee meetings
Meet deadline to fill any Committee vacancy	All	By subsequent meeting held
Provide EEOC update at Supervisors/Managers quarterly meeting	Laura	First 2012 quarterly meeting (1/19/12)
Select Subcommittee members and develop 2011 Annual Report	Annual Report Ad Hoc Subcommittee: Graves & Sullivan will assist McMullen	Draft to Committee 11/17/11 Final approval by Committee 2/9/12 FYI to City Council 3/13/12
Annual <i>Access to Employment</i> Job Fair	All	Rotate/select new Job Fair Committee City representative at the February meeting annually
Recommend speakers to present at meetings	All	Ongoing
Inform members of updated laws	Joe	Ongoing
Review Committee's Goals and Action Items	All	September meeting annually

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**Section 3: Training & Employee Development**

Dale Zevin, Human Resources Analyst/Training Manager

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In order to comply with City requirements and State mandates, the City continues to provide Harassment Prevention and Cultural Diversity trainings to employees. Both of the above trainings are provided twice a year in classroom format, and on-demand in webinar format.

**Harassment Prevention Training**

Employees who are new hires or have never met their initial Harassment Prevention Training requirements are provided with a three-hour 'live' classroom training presented by a Liebert Cassidy Whitmore attorney.

In the last two years, we have offered to employees (except for the groups mentioned above) online Harassment Prevention training by Target Safety's PreventionLink as an option to 'live' classroom training. Their two-hour online course, 'Sexual Harassment for Supervisors' meets the State mandate for regular managers and supervisors and temporary employees with supervisory responsibilities as their two-year refresher course. Their one-hour online course, 'Sexual Harassment' is offered to temporary employees who do not have supervisory responsibilities. The Human Resources Department also provides another option for seasonal Temporary employees in Parks & Recreation - a one-hour 'live' large group presentation training.

This year we have made a targeted effort to provide Harassment Prevention training to non-supervisory employees working out of class as supervisors or managers. In 2012 we will explore the feasibility of the City's Volunteers attending both trainings as well.

**Cultural Diversity Training**

In 2011 the City provided two Cultural Diversity Trainings by Wally Anderson, United Behavioral Health consultant/Relationship Coach (through the City's Employee Assistance Program). Evaluation ratings and comments were excellent.

**Brown Bag Lunch Workshops**

During 2011 HR offered to all employees the following workshops: Improving Communication Skills; Building Successful Teams; Managing Your Budget, and Supporting Aging Parents.

**Transition Training**

Library employees facing layoff were offered a three day job search and resume writing course.

## **Employee Leadership and Development Program**

The Employee Leadership and Development Program offers to interested employees (new and incumbent supervisors and managers, and service employees who have expressed an interest in developing their leadership skills with an eye to being promoted) eight competency-based modules that strengthen attendees' knowledge, skills, and abilities to more effectively perform their current and/or future positions and to be prepared for professional and/or leadership advancement to positions of greater responsibilities. The Employee Leadership and Development Program serves as one component of the City's Succession Planning Initiative. Almost all module presenters are City senior managers and department heads. Participants complete an evaluation form at the end of each session in order to receive suggestions for future modules and the Program.

As of early October, 2011, a total of 73 participants attended the first 5 modules offered:

- Communication Skill for Facilitating Effective Meetings
- Planning and Organizing Your Work
- Decision-Making and Problem Solving
- Customer Delight
- Performance Evaluation

Upcoming modules to be offered are:

- Project Management
- Motivating Your Team
- Discipline/Handling Grievances/Conflict Resolution

Participants who attend all eight modules will receive a Certificate of Completion which may be used in lieu of actual supervisory experience when applying for some positions.

## **Mentoring Program**

The City's Mentoring Program is another component of its Succession Planning Initiative and provides a professional development opportunity for participating Mentors and Mentees. In 2010 – 2011 the City initiated a Pilot Program of 12 matches selected by the Succession Planning Advisory Committee based on Mentee's desired skills and competencies and Mentor self-described strengths. One Mentee subsequently enrolled in a graduate program and another received a promotion within the City. Some of the participants have chosen to continue their Mentee/Mentor relationships informally, outside of the program.

The Pilot Program was so successful that in 2011 -2012 we have 12 participating matches who again were selected by the Committee. The Program requires commitment and dedication from both parties who sign an Agreement and together develop the Mentee's 'Individual Development Plan' based on the City's identified Leadership Competencies and their goals. Both parties complete Mid-Point and Final Questionnaires in order to improve future Mentoring Programs.



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**Section 4: Sub-Committee and Other Reports**

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- ❖ Website Sub-Committee Report
- ❖ Annual Access to Employment Job Fair Committee Representative Report
- ❖ Proposition 209 Sub-Committee Report

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Report of the Website Subcommittee

Piret Harmon

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The Website Subcommittee was established at the EEO Committee meeting of September 2, 2010 with a goal to evaluate the existing presence of the Committee on the City's public internet and internal intranet sites and make recommendations for enhancements. Members Colleen McMahan, Jonna Hubling and Piret Harmon volunteered to staff the Subcommittee.

The Subcommittee first met in October of 2010 and continued with regular meetings through the beginning of 2011. It was decided to focus on reformatting the EEO pages on the City internet site in order to enhance ease of navigation throughout the pages, increase visibility of the Equal Employment Opportunity Committee and utilize the site as a communication vehicle with the public and employees.

HR staff Kathy Stagnaro was assigned to help the Subcommittee with implementing the recommended changes and keep the EEO section of the site current going forward. Updates included adding a group photograph of all the Committee Members and a list of everyone's names, telephone numbers and City email addresses.

The Ad Hoc Subcommittee was disbanded at the EEO Committee meeting of February 10, 2011.

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Report of the Annual *Access to Employment* Job Fair Representative

Colleen McMahon

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As part of its strong commitment to Equal Employment Opportunity the City of Santa Cruz is an ongoing sponsor of the annual *Access to Employment* job fair (<http://www.access2employment.com/>). A City representative from the EEO Committee or HR Department participates in the planning meetings with varying degrees of individual involvement depending on their interests, abilities and other time commitments. I represented the City again this year.

Planning for the 2011 event began in February and funding was the immediate concern. We noted that employers were hesitant to participate in the 2010 job fair. Companies were reacting to the recession and were not adding to their operations. Most companies couldn't predict when they would begin hiring again so they reduced all recruiting related expenses, including job fair fees. Even so, we were unable to waive registration fees for employers to increase participation. Although there were fewer participating employers and agencies than in prior years, the event was able to serve almost one thousand job seekers.

The participating committee members brainstormed ideas for different locations to reduce costs without sacrificing a convenient location for employers and job-seekers alike. We explored the possibility of creating a partnership with the Capitola Mall as a job fair location but ultimately decided that the economy was simply not conducive to attracting employers.

As a result of the declining job openings for employers, we did not have a job fair in October 2011 but will be hoping for better economic indicators for 2012.

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## Report of the Proposition 209 Subcommittee

Laura Waldren

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The Proposition 209 Subcommittee was established at the EEO Committee meeting of May 2, 2011 with its goal being to update all City Equal Employment Opportunity related documents to meet Proposition 209 standards (a copy of Proposition 209 is included with this report). The Subcommittee consisted of EEO Committee Members Colleen McMahan, Laura Waldren, Piret Harmon and Hollis Walton, and was staffed by Joe McMullen.

The Subcommittee set out to make the wording and intent of all Administrative Procedure Orders (APO's), Council Policies, Council Resolutions, and Memoranda of Understanding consistent and clear. In some cases this stripped documents to bare bones and the Subcommittee will likely be recommending the combining of documents in order to reduce redundancy and make EEO documents easier to find and easier to understand.

The Subcommittee met six times between May and November. The items focused on were:

- Equal Opportunity/Non-Discrimination Assurance Plan ("EONDA Plan")
- City Manager's Directive on Equal Employment Opportunity
- City Council's Policy on Discriminatory Harassment (Council Policy 25.2)
- City Council's Policy on Mandatory Workshops for City Employees and the City Council Regarding Sexual Harassment and Cultural Diversity (Council Policy 25.3)
- Harassment/Discrimination Policy and Complaint Procedure (Administrative Procedure Order II-1a)
- Municipal Code Section 9.83 ("Prohibition Against Discrimination")
- Resolution NS-17,301 Establishing the EEO Committee
- Personnel Request Form
- EEO Committee Webpage

As an Ad Hoc Subcommittee, the Subcommittee is required to disband in November of 2011. The Subcommittee is recommending to the EEO Committee that a new Subcommittee be formed to edit the EONDA Plan to conform to Proposition 209 standards and incorporate the remaining allowable provisions of the EONDA Plan into existing Council Policy and/or Administrative Procedure rather than stand alone.

## **TEXT OF PROPOSITION 209**

AKA "The California Civil Rights Initiative"

Passed by a Majority Vote of the California Electorate on November 5, 1996 – Effective Upon Passage

Article 1, Section 31 of the California Constitution (Proposition 209) reads as follows:

- (a) The State shall not discriminate against, or grant preferential treatment to, any individual or group on the basis of race, sex, color, ethnicity, or national origin in the operation of public employment, public education, or public contracting.
- (b) This section shall apply only to action taken after the section's effective date.
- (c) Nothing in this section shall be interpreted as prohibiting bona fide qualifications based on sex which are reasonably necessary to the normal operation of public employment, public education, or public contracting.
- (d) Nothing in this section shall be interpreted as invalidating any court order or consent decree which is in force as of the effective date of this section.
- (e) Nothing in this section shall be interpreted as prohibiting action which must be taken to establish or maintain eligibility for any federal program, where ineligibility would result in a loss of federal funds to the State.
- (f) For the purposes of this section, "State" shall include, but not necessarily be limited to, the State itself, any city, county, city and county, public university system, including the University of California, community college district, school district, special district, or any other political subdivision or governmental instrumentality of or within the State.
- (g) The remedies available for violations of this section shall be the same, regardless of the injured party's race, sex, color, ethnicity, or national origin, as are otherwise available for violations of then-existing California antidiscrimination law.
- (h) This section shall be self-executing. If any part or parts of this section are found to be in conflict with federal law or the United States Constitution, the section shall be implemented to the maximum extent that federal law and the United States Constitution permit. Any provision held invalid shall be severable from the remaining portions of this section.

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**Section 5: Appendices**

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- ❖ 2011 Harassment/Discrimination Complaint Log
- ❖ Federal Department of Labor Contractor Program Veterans' Employment Report ("VETS-100 Report")
- ❖ Equal Employment Opportunity Commission State & Local Government Information ("EEO-4 Report")
- ❖ Santa Cruz City, County and State of California 2010 Federal Census Demographics

**City of Santa Cruz Equal Employment Opportunity Committee - 2011 Complaint Log**

<b>Date Complaint Received</b> <small>(GRAY HIGHLIGHT = CLOSED)</small>	<b>Discriminatory Basis</b> <small>(FROM POLICY/ORDINANCE)</small>	<b>Complaint Allegations</b> <small>(INCLUDE DEMOGRAPHICS)</small>	<b>Complainant's Department</b> <small>(IF AN EMPLOYEE, OR N/A IF A MEMBER OF THE PUBLIC)</small>	<b>Alleged Harasser's Department</b> <small>(IF AN EMPLOYEE, OR N/A IF A MEMBER OF THE PUBLIC OR COMPLAINT DOES NOT INVOLVE ANOTHER PERSON)</small>	<b>Complaint Status</b>
01/18/11	Age	<p>Older employees are experiencing pressure to retire. Complainant felt personally pressured to consider retirement to save others' job and help ease the pressure over there, even though she is not prepared to retire. She mentioned that it seemed any older employee was being subjected to this pressure, regardless of whether they could retire. In addition, she said this pressure and other comments were making older workers feel invalidated.</p>	Library	Library	<p>1) <u>1/18/11</u>: Complaint received by Rebecca Dzamov, HR Analyst II and passed on to Ass't. HR Director Joe McMullen; McMullen consulted with HR Director Lisa Sullivan who directed McMullen &amp; Dzamov to schedule a meeting with complainant for the purpose of obtaining the details of her complaint.</p> <p>2) <u>1/24/11</u>: Dzamov conducted meeting with complainant for the purpose of obtaining the details of her complaint.</p> <p>3) <u>3/2-3/11</u>: Dzamov interviewed two identified witnesses and one other employee the complainant felt contributed to the problem.</p> <p>4) <u>3/28/11</u> Dzamov interviewed Director to get her perspective and responses to complainant's claims.</p> <p>5) <u>5/12/11</u>: pending</p> <p>6) <u>8/12/11</u>: ASD Director Sullivan issues findings supporting a violation of the City's Harassment/Discrimination policy; in response, the Library Director has since used her weekly blog to address Library staff informally and heighten sensitivity amongst the staff regarding retirement and other age-related issues. The Library Director has also used her regular Tuesday Manager's meetings to speak with managers about this issue and remind them, if and when they become aware of the behavior, to stop employees from speaking inappropriately or insensitively about others' retirement plans. ASD Director Sullivan believes these actions have provided the remedies requested by complainant, and also explained complainant's appeal rights to her if she disagrees. The matter is closed.</p>

**City of Santa Cruz Equal Employment Opportunity Committee - 2011 Complaint Log**

<b>Date Complaint Received</b> <small>(GRAY HIGHLIGHT = CLOSED)</small>	<b>Discriminatory Basis</b> <small>(FROM POLICY/ORDINANCE)</small>	<b>Complaint Allegations</b> <small>(INCLUDE DEMOGRAPHICS)</small>	<b>Complainant's Department</b> <small>(IF AN EMPLOYEE, OR N/A IF A MEMBER OF THE PUBLIC)</small>	<b>Alleged Harasser's Department</b> <small>(IF AN EMPLOYEE, OR N/A IF A MEMBER OF THE PUBLIC OR COMPLAINT DOES NOT INVOLVE ANOTHER PERSON)</small>	<b>Complaint Status</b>
06/20/11	Sexual orientation	Complainant was told the City has a "no hugging" policy and had her shift changed following complaints from co-workers about her hugging them, yet she sees other employees (including a supervisor) hugging with no apparent consequences. Other incidents were cited that she attributes to her sexual orientation.	Parking	Parking	1) <u>6/20/11</u> : Complaint received by Chief HR Officer Joe McMullen; transferred to HR Analyst II Rebecca Dzamov due to McMullen's social relationship with complainant. 2) <u>6/21/11</u> : Intake interview conducted by Dzamov; first reported/alleged incident occurred in December 2010 (more than one year prior to this complaint; subsequent incidents occurred less than one year prior to this complaint). 3) <u>6/27-28/11</u> : Dzamov completes interviews with Supervisor and Superintendent. 4) <u>7/18/11</u> : Summary of complaint forwarded to ASD Director Lisa Sullivan for determination of the need for an investigation to resolve the issues of the complaint. 5) <u>9/8/11</u> : pending. 6) <u>9/29/11</u> : ASD Director Sullivan determined there was no assertion that, and therefore no nexus between, the alleged acts and any of the nineteen protected categories; the matter is closed.



**City of Santa Cruz Equal Employment Opportunity Committee - 2011 Complaint Log**

<b>Date Complaint Received</b> <small>(GRAY HIGHLIGHT = CLOSED)</small>	<b>Discriminatory Basis</b> <small>(FROM POLICY/ORDINANCE)</small>	<b>Complaint Allegations</b> <small>(INCLUDE DEMOGRAPHICS)</small>	<b>Complainant's Department</b> <small>(IF AN EMPLOYEE, OR N/A IF A MEMBER OF THE PUBLIC)</small>	<b>Alleged Harasser's Department</b> <small>(IF AN EMPLOYEE, OR N/A IF A MEMBER OF THE PUBLIC OR COMPLAINT DOES NOT INVOLVE ANOTHER PERSON)</small>	<b>Complaint Status</b>
09/07/11	Disability (Ordinance)	Terminated from employment at a local business.	N/A (also a Temporary City employee)	N/A	1) <u>9/7/11</u> : Joe McMullen, Chief HR Officer, was contacted by the individual to discuss the circumstances of the termination of employment; the complaint had merit so McMullen proceeded with preparing a letter to send to the business requesting mediation. 2) <u>9/13/11</u> : McMullen sent draft letter to City Att'y who inquired at which location of the business the termination took place; McMullen forwarded the inquiry to complainant who responded that it took place at the location in Live Oak. 3) <u>9/14/11</u> : McMullen informed complainant via email that he could not continue to process the complaint under the City's ordinance and referred complainant to the Santa Cruz County EEO Commission to inquire if the County had a similar law as the City; McMullen also referred complainant to the federal EEOC and state DFEH. 4) <u>9/21/11</u> : McMullen sent complainant a letter via USPS repeating the content of the 9/14/11 email; the matter is closed.
10/25/11	Disability and Age	Termated from employment.	Parks & Recreation	Parks & Recreation	1) <u>10/25/11</u> : Complaint received by City Manager. 2) <u>10/31/11</u> : Complaint passed to Joe McMullen, Chief HR Officer by Lisa Sullivan, Administrative Services Director. 3) <u>11/3/11</u> : Letter sent to Complainant requesting verification of information provided in complaint letter and additional information establishing the nexus between the employment termination and the discriminatory bases prior to an investigation being authorized.

**FEDERAL CONTRACTOR VETERANS' EMPLOYMENT REPORT VETS-100**

**RETURN COMPLETED REPORT TO:**

U.S. DEPARTMENT OF LABOR  
 VETERANS' EMPLOYMENT AND TRAINING SERVICE  
 VETS-100 REPORTING OFFICE  
 4200 FORBES BLVD., SUITE 202  
 LANHAM, MARYLAND 20706

<b>TYPE OF REPORTING ORGANIZATION</b> (Check one or both, as applicable)  <input checked="" type="checkbox"/> Prime Contractor  <input type="checkbox"/> Subcontractor	<b>TYPE OF FORM</b> (Check only one)  <input checked="" type="checkbox"/> Single Establishment
	<input type="checkbox"/> Multiple Establishment-Headquarters
	<input type="checkbox"/> Multiple Establishment-Hiring Location
	<input type="checkbox"/> Multiple Establishment-State Consolidated (specify number of locations) _____(MSC)

**COMPANY IDENTIFICATION INFORMATION** (Omit if items preprinted above)

COMPANY NO: V041555	TWELVE MONTH PERIOD ENDING: 7/31/2011		
NAME OF PARENT COMPANY: CITY OF SANTA CRUZ	ADDRESS (NUMBER AND STREET): 809 CENTER ST ROOM 101		
CITY: SANTA CRUZ	COUNTY:	STATE: CA	ZIP CODE: 95060

NAME OF HIRING LOCATION: Same	ADDRESS (NUMBER AND STREET):		
CITY:	COUNTY:	STATE:	ZIP CODE:

NAICS: 921110	DUNS: 050515881	EMPLOYER ID: (IRS TAX No.) 946000427
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**INFORMATION ON VETERANS**

REPORT ALL PERMANENT FULL-TIME OR PART-TIME EMPLOYEES AND NEW HIRES WHO ARE VETERANS, AS DEFINED ON REVERSE, DATA ON NUMBER OF EMPLOYEES ARE TO BE ENTERED IN COLUMN L,M, AND N, LINES 1-9. DATA ON NEW HIRES ARE TO BE ENTERED IN COLUMNS O, P, Q, R, AND S. ENTRIES IN COLUMNS O, P, Q, R, AND S, LINES 1 THROUGH 9, AND COLUMNS L, M, AND N, LINE 10(GREY SHADED AREAS) ARE OPTOINAL. ENTRIES IN COLUMN Q, LINE 10 (AREA SHADED LIGHT GREY) ARE OPTIONAL FOR 2002 AND EXPECTED TO BE REQUIRED FOR THE 2003 REPORTING CYCLE.

JOB CATEGORIES	NUMBER OF EMPLOYEES			NEW HIRES (PREVIOUS 12 MONTHS)				
	SPECIAL DISABLED VETERANS (L)	VIETNAM ERA VETERANS (M)	OTHER PROTECTED VETERANS (N)	SPECIAL DISABLED VETERANS (O)	VIETNAM ERA VETERANS (P)	NEWLY SEPARATED VETERANS (Q)	OTHER PROTECTED VETERANS (R)	TOTAL NEW HIRES BOTH VETERANS AND NON-VETERANS
Officials and Managers	1	1	1	0	0	0	0	0
Professionals	2	1	0	0	0	0	0	0
Technicians	3	0	0	0	0	0	0	1
Sales Workers	4	0	0	0	0	0	0	0
Office and Clerical	5	1	0	2	0	0	0	1
Craft Workers (skilled)	6	0	6	3	0	1	0	1
Operative (semi-skilled)	7	0	1	0	0	0	0	0
Laborers (unskilled)	8	0	1	0	0	0	0	0
Service Workers	9	0	1	1	0	0	0	0
Total	10	3	11	7	0	1	0	3

Report the maximum and minimum number of permanent employees on board during the period covered by this report.

Maximum Number	Minimum Number
1,091	894

<b>EQUAL EMPLOYMENT OPPORTUNITY COMMISSION</b>				<b>APPROVED BY</b>
<b>STATE AND LOCAL GOVERNMENT INFORMATION (EEO4)</b>				<b>OMB</b>
<b>EXCLUDE SCHOOL SYSTEMS AND EDUCATIONAL INSTITUTIONS</b> (Read attached instructions prior to completing this form)				<b>EXPIRES</b> 12/31/2005
<u>DO NOT ALTER INFORMATION PRINTED IN THIS BOX</u>			<b>MAIL COMPLETED FORM TO:</b>	
CONTROL NUMBER : 06303400 Survey Year : 11			EEO-4 Reporting Center PO Box 8127 Reston VA 20195	
<b>A. TYPE OF GOVERNMENT (Check one box only)</b>				
<input type="checkbox"/> 1. State	<input type="checkbox"/> 2. County	<input checked="" type="checkbox"/> 3. City	<input type="checkbox"/> 4. Township	<input type="checkbox"/> 5. Special District
<input type="checkbox"/> 6. Other (Specify)				
<b>B. IDENTIFICATION</b>				
1. NAME OF POLITICAL JURISDICTION (If same as label, skip to Item C)				
SANTA CRUZ CITY				
2. AddressNumber and Street	CITY/TOWN	COUNTY	STATE/ZIP	EEOC USE ONLY
809 CENTER STREET	SANTA CRUZ	SANTA CRUZ	CA-95060	ONLY A B
<b>C. FUNCTION</b>				
(Check one box to indicate the function(s) for which this form is being submitted. Data should be reported for all departments and agencies in your government covered by the function(s) indicated. If you cannot supply the data for every agency within the function(s) attach a list showing name and address of agencies whose data are not included.)				
<input type="checkbox"/>	SUMMARY FUNCTION			
<input type="checkbox"/>	1. Financial Administration. Tax billing and collection, budgeting, purchasing, central accounting and similar financial administration carried on by a treasurer's, auditor's or comptroller's office and	<input type="checkbox"/>	8. HEALTH. Provision of public health services, outpatient clinics, visiting nurses, food and sanitary inspections, mental health, alcohol rehabilitation service, etc.	
<input type="checkbox"/>	GENERAL CONTROL. Duties usually performed by boards of supervisors or commissioners, central administration offices and agencies, central personnel or planning agencies, all judicial offices and employees (judges, magistrates, bailiffs, etc.)	<input type="checkbox"/>	9. HOUSING. Code enforcement, low rent public housing, fair housing ordinance enforcement, housing for elderly, housing rehabilitation, rent control.	
<input type="checkbox"/>	2. STREETS AND HIGHWAYS. Maintenance, repair, construction and administration of streets, alleys, sidewalks, roads, highways and bridges.	<input type="checkbox"/>	10. COMMUNITY DEVELOPMENT. Planning, zoning, land development, open space, beautification, preservation.	
<input type="checkbox"/>	3. PUBLIC WELFARE. Maintenance of homes and other institutions for the needy administration of public assistance. (Hospitals and sanatoriums should be reported as item 7.)	<input type="checkbox"/>	11. CORRECTIONS. Jails, reformatories, detention homes, halfway houses, prisons, parole and probation activities	
<input checked="" type="checkbox"/>	4. POLICE PROTECTION. Duties of a police department sheriff's, constable's, coroner's office, etc., including technical and clerical employees engaged in police activities.	<input type="checkbox"/>	12. UTILITIES AND TRANSPORTATION. Includes water supply, electric power, transit, gas, airports, water transportation and terminals.	
<input type="checkbox"/>	5. FIRE PROTECTION. Duties of the uniformed fire force and clerical employees. (Report any forest fire protection activities as item 6.)	<input type="checkbox"/>	13. SANITATION AND SEWAGE. Street cleaning, garbage and refuse collection and disposal. Provision, maintenance and operation of sanitary and storm sewer systems and sewage disposal plants.	
<input type="checkbox"/>	6. NATURAL RESOURCES. Agriculture, forestry, forest fire protection, irrigation drainage, flood control, etc., and PARKS AND RECREATION. Provision, maintenance and operation of parks, playgrounds, swimming pools, auditoriums, museums, marinas, zoos, etc.	<input type="checkbox"/>	14. EMPLOYMENT SECURITY STATE GOVERNMENTS ONLY	
<input type="checkbox"/>	7. HOSPITALS AND SANATORIUMS. Operation and maintenance of institutions for inpatient medical care.	<input type="checkbox"/>	15. OTHER (Specify on Page Four)	



**D. EMPLOYMENT DATA AS OF JUNE 30 (Cont.)**

FUNCTION TYPE 4

(Do not include elected/appointed officials. Blanks will be counted as zero)

**1. FULL-TIME EMPLOYEES (Temporary employees are not included)**

JOB CATEGORIES	ANNUAL SALARY (In thousands 000)	TOTAL (COLUMNS B-K) A	MALE					FEMALE				
			NON-HISPANIC ORIGIN		HISPANIC	ASIAN OR PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKAN NATIVE	NON-HISPANIC ORIGIN		HISPANIC	ASIAN OR PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKAN NATIVE
			WHITE	BLACK				WHITE	BLACK			
			B	C	D	E	F	G	H	I	J	K
Skilled Craft Workers	49. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0
	50. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0
	51. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0
	52. 25.0-32.9	0	0	0	0	0	0	0	0	0	0	0
	53. 33.0-42.9	0	0	0	0	0	0	0	0	0	0	0
	54. 43.0-54.9	0	0	0	0	0	0	0	0	0	0	0
	55. 55.0-69.9	0	0	0	0	0	0	0	0	0	0	0
	56. 70.0 Plus	0	0	0	0	0	0	0	0	0	0	0
Service-Maintenance	57. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0
	58. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0
	59. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0
	60. 25.0-32.9	0	0	0	0	0	0	0	0	0	0	0
	61. 33.0-42.9	0	0	0	0	0	0	0	0	0	0	0
	62. 43.0-54.9	0	0	0	0	0	0	0	0	0	0	0
	63. 55.0-69.9	0	0	0	0	0	0	0	0	0	0	0
	64. 70.0 Plus	0	0	0	0	0	0	0	0	0	0	0
65. TOTAL FULL TIME (Lines 1-64)	107	60	1	14	6	1	20	0	5	0	0	

**2. OTHER THAN FULLTIME EMPLOYEES (Including temporary employees)**

66.OFFICIALS/ADMIN	0	0	0	0	0	0	0	0	0	0	0
67.PROFESSIONALS	0	0	0	0	0	0	0	0	0	0	0
68.TECHNICIANS	0	0	0	0	0	0	0	0	0	0	0
69.PROTECTIVE SERVICE	1	1	0	0	0	0	0	0	0	0	0
70.PARA-PROFESSIONAL	0	0	0	0	0	0	0	0	0	0	0
71.ADMIN. SUPPORT	0	0	0	0	0	0	0	0	0	0	0
72.SKILLED CRAFT	0	0	0	0	0	0	0	0	0	0	0
73.SERVICE/MAINTENANCE	0	0	0	0	0	0	0	0	0	0	0
74. TOTAL OTHER THAN FULL TIME (Lines 66-73)	1	1	0	0	0	0	0	0	0	0	0

**3. NEW HIRES DURING FISCAL YEAR Permanent full time only JULY 1 - JUNE 30**

75.OFFICIALS/ADMIN	0	0	0	0	0	0	0	0	0	0	0
76.PROFESSIONALS	0	0	0	0	0	0	0	0	0	0	0
77.TECHNICIANS	0	0	0	0	0	0	0	0	0	0	0
78.PROTECTIVE SERVICE	7	5	0	0	1	0	1	0	0	0	0
79.PARA-PROFESSIONAL	0	0	0	0	0	0	0	0	0	0	0
80.ADMIN. SUPPORT	0	0	0	0	0	0	0	0	0	0	0
81.SKILLED CRAFT	0	0	0	0	0	0	0	0	0	0	0
82.SERVICE/MAINTENANCE	0	0	0	0	0	0	0	0	0	0	0
83. TOTAL NEW HIRES (Lines 75-82)	7	5	0	0	1	0	1	0	0	0	0

FUNCTION TYPE 4

REMARKS (List National Crime Information Center (NCIC) number assigned to any Criminal Justice Agencies whose data are included in this report)

\*\*\*LIST AGENCIES INCLUDED ON THIS FORM\*\*\*

CERTIFICATION. I certify that the information given in this report is correct and true to the best of my knowledge and was reported in accordance with accompanying instructions. (Willfully false statements on this report are punishable by law, US Code, Title 18, Section 1001.)

NAME OF PERSON TO CONTACT REGARDING THIS FORM Debbie Levy		TITLE HR Technician		
ADDRESS (Number and Street, City, State, Zip Code) 809 Center Street #7,Santa Cruz,Ca,95060		TELEPHONE NUMBER 831-420-5048	Ext	FAX NUMBER 831-420-5004
DATE 2011-10-05	EMAIL dlevy@cityofsantacruz.com	TYPED NAME/TITLE OF AUTHORIZED OFFICIAL Debbie Levy HR Tech		SIGNATURE <input checked="" type="checkbox"/>

<b>EQUAL EMPLOYMENT OPPORTUNITY COMMISSION</b>				<b>APPROVED BY</b>
<b>STATE AND LOCAL GOVERNMENT INFORMATION (EEO4)</b>				<b>OMB</b>
EXCLUDE SCHOOL SYSTEMS AND EDUCATIONAL INSTITUTIONS (Read attached instructions prior to completing this form)				EXPIRES 12/31/2005
<u>DO NOT ALTER INFORMATION PRINTED IN THIS BOX</u>			MAIL COMPLETED FORM TO:	
CONTROL NUMBER : 06303400 Survey Year : 11			EEO-4 Reporting Center PO Box 8127 Reston VA 20195	
<b>A. TYPE OF GOVERNMENT (Check one box only)</b>				
<input type="checkbox"/> 1. State	<input type="checkbox"/> 2. County	<input checked="" type="checkbox"/> 3. City	<input type="checkbox"/> 4. Township	<input type="checkbox"/> 5. Special District
<input type="checkbox"/> 6. Other (Specify)				
<b>B. IDENTIFICATION</b>				
1. NAME OF POLITICAL JURISDICTION (If same as label, skip to Item C)				
SANTA CRUZ CITY				
2. Address Number and Street	CITY/TOWN	COUNTY	STATE/ZIP	EEOC USE ONLY
809 CENTER STREET	SANTA CRUZ	SANTA CRUZ	CA-95060	ONLY A B
<b>C. FUNCTION</b>				
(Check one box to indicate the function(s) for which this form is being submitted. Data should be reported for all departments and agencies in your government covered by the function(s) indicated. If you cannot supply the data for every agency within the function(s) attach a list showing name and address of agencies whose data are not included.)				
<input type="checkbox"/>	SUMMARY FUNCTION			
<input type="checkbox"/>	1. Financial Administration. Tax billing and collection, budgeting, purchasing, central accounting and similar financial administration carried on by a treasurer's, auditor's or comptroller's office and	<input type="checkbox"/>	8. HEALTH. Provision of public health services, outpatient clinics, visiting nurses, food and sanitary inspections, mental health, alcohol rehabilitation service, etc.	
	GENERAL CONTROL. Duties usually performed by boards of supervisors or commissioners, central administration offices and agencies, central personnel or planning agencies, all judicial offices and employees (judges, magistrates, bailiffs, etc.)	<input type="checkbox"/>	9. HOUSING. Code enforcement, low rent public housing, fair housing ordinance enforcement, housing for elderly, housing rehabilitation, rent control.	
<input type="checkbox"/>	2. STREETS AND HIGHWAYS. Maintenance, repair, construction and administration of streets, alleys, sidewalks, roads, highways and bridges.	<input type="checkbox"/>	10. COMMUNITY DEVELOPMENT. Planning, zoning, land development, open space, beautification, preservation.	
<input type="checkbox"/>	3. PUBLIC WELFARE. Maintenance of homes and other institutions for the needy administration of public assistance. (Hospitals and sanatoriums should be reported as item 7.)	<input type="checkbox"/>	11. CORRECTIONS. Jails, reformatories, detention homes, halfway houses, prisons, parole and probation activities	
<input type="checkbox"/>	4. POLICE PROTECTION. Duties of a police department sheriff's, constable's, coroner's office, etc., including technical and clerical employees engaged in police activities.	<input type="checkbox"/>	12. UTILITIES AND TRANSPORTATION. Includes water supply, electric power, transit, gas, airports, water transportation and terminals.	
<input type="checkbox"/>	5. FIRE PROTECTION. Duties of the uniformed fire force and clerical employees. (Report any forest fire protection activities as item 6.)	<input checked="" type="checkbox"/>	13. SANITATION AND SEWAGE. Street cleaning, garbage and refuse collection and disposal. Provision, maintenance and operation of sanitary and storm sewer systems and sewage disposal plants.	
<input type="checkbox"/>	6. NATURAL RESOURCES. Agriculture, forestry, forest fire protection, irrigation drainage, flood control, etc., and PARKS AND RECREATION. Provision, maintenance and operation of parks, playgrounds, swimming pools, auditoriums, museums, marinas, zoos, etc.	<input type="checkbox"/>	14. EMPLOYMENT SECURITY STATE GOVERNMENTS ONLY	
<input type="checkbox"/>	7. HOSPITALS AND SANATORIUMS. Operation and maintenance of institutions for inpatient medical care.	<input type="checkbox"/>	15. OTHER (Specify on Page Four)	





**D. EMPLOYMENT DATA AS OF JUNE 30 (Cont.)**

FUNCTION TYPE 13

(Do not include elected/appointed officials. Blanks will be counted as zero)

**1. FULL-TIME EMPLOYEES (Temporary employees are not included)**

JOB CATEGORIES	ANNUAL SALARY (In thousands 000)	TOTAL (COLUMNS B-K) A	MALE					FEMALE					
			NON-HISPANIC ORIGIN		HISPANIC	ASIAN OR PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKAN NATIVE	NON-HISPANIC ORIGIN		HISPANIC	ASIAN OR PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKAN NATIVE	
			WHITE	BLACK				WHITE	BLACK				
			B	C	D	E	F	G	H	I	J	K	
Skilled Craft Workers	49. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0	
	50. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0	
	51. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0	
	52. 25.0-32.9	0	0	0	0	0	0	0	0	0	0	0	
	53. 33.0-42.9	1	1	0	0	0	0	0	0	0	0	0	
	54. 43.0-54.9	3	2	0	0	0	0	0	1	0	0	0	
	55. 55.0-69.9	23	16	0	6	0	0	0	0	0	1	0	0
	56. 70.0 Plus	14	9	1	4	0	0	0	0	0	0	0	0
Service-Maintenance	57. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0	
	58. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0	
	59. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0	
	60. 25.0-32.9	3	1	0	2	0	0	0	0	0	0	0	
	61. 33.0-42.9	17	6	0	9	1	1	0	0	0	0	0	
	62. 43.0-54.9	47	24	0	20	0	0	1	0	2	0	0	
	63. 55.0-69.9	1	0	0	1	0	0	0	0	0	0	0	
	64. 70.0 Plus	0	0	0	0	0	0	0	0	0	0	0	
65. TOTAL FULL TIME (Lines 1-64)	138	73	2	42	1	1	13	1	3	2	0		

**2. OTHER THAN FULLTIME EMPLOYEES (Including temporary employees)**

66.OFFICIALS/ADMIN	0	0	0	0	0	0	0	0	0	0	0	0
67.PROFESSIONALS	1	0	0	0	0	0	0	1	0	0	0	0
68.TECHNICIANS	2	2	0	0	0	0	0	0	0	0	0	0
69.PROTECTIVE SERVICE	0	0	0	0	0	0	0	0	0	0	0	0
70.PARA-PROFESSIONAL	0	0	0	0	0	0	0	0	0	0	0	0
71.ADMIN. SUPPORT	0	0	0	0	0	0	0	0	0	0	0	0
72.SKILLED CRAFT	1	1	0	0	0	0	0	0	0	0	0	0
73.SERVICE/MAINTENANCE	1	1	0	0	0	0	0	0	0	0	0	0
74. TOTAL OTHER THAN FULL TIME (Lines 66-73)	5	4	0	0	0	0	0	1	0	0	0	0

**3. NEW HIRES DURING FISCAL YEAR Permanent full time only JULY 1 - JUNE 30**

75.OFFICIALS/ADMIN	0	0	0	0	0	0	0	0	0	0	0	0
76.PROFESSIONALS	1	1	0	0	0	0	0	0	0	0	0	0
77.TECHNICIANS	0	0	0	0	0	0	0	0	0	0	0	0
78.PROTECTIVE SERVICE	0	0	0	0	0	0	0	0	0	0	0	0
79.PARA-PROFESSIONAL	0	0	0	0	0	0	0	0	0	0	0	0
80.ADMIN. SUPPORT	0	0	0	0	0	0	0	0	0	0	0	0
81.SKILLED CRAFT	2	0	0	1	0	0	1	0	0	0	0	0
82.SERVICE/MAINTENANCE	0	0	0	0	0	0	0	0	0	0	0	0
83. TOTAL NEW HIRES (Lines 75-82)	3	1	0	1	0	0	1	0	0	0	0	0

FUNCTION TYPE 13

REMARKS (List National Crime Information Center (NCIC) number assigned to any Criminal Justice Agencies whose data are included in this report)

\*\*\*LIST AGENCIES INCLUDED ON THIS FORM\*\*\*

CERTIFICATION. I certify that the information given in this report is correct and true to the best of my knowledge and was reported in accordance with accompanying instructions. (Willfully false statements on this report are punishable by law, US Code, Title 18, Section 1001.)

NAME OF PERSON TO CONTACT REGARDING THIS FORM		TITLE		
Debbie Levy		HR Technician		
ADDRESS (Number and Street, City, State, Zip Code)		TELEPHONE NUMBER	Ext	FAX NUMBER
809 Center Street #7,Santa Cruz,Ca,95060		831-420-5048		831-420-5004
DATE	EMAIL	TYPED NAME/TITLE OF AUTHORIZED OFFICIAL		SIGNATURE
2011-10-05	dlevy@cityofsantacruz.com	Debbie Levy HR Tech		<input checked="" type="checkbox"/>

<b>EQUAL EMPLOYMENT OPPORTUNITY COMMISSION</b>				<b>APPROVED BY</b>
<b>STATE AND LOCAL GOVERNMENT INFORMATION (EEO4)</b>				<b>OMB</b>
<b>EXCLUDE SCHOOL SYSTEMS AND EDUCATIONAL INSTITUTIONS</b> (Read attached instructions prior to completing this form)				<b>EXPIRES</b> 12/31/2005
<u>DO NOT ALTER INFORMATION PRINTED IN THIS BOX</u>			<b>MAIL COMPLETED FORM TO:</b>	
CONTROL NUMBER : 06303400 Survey Year : 11			EEO-4 Reporting Center PO Box 8127 Reston VA 20195	
<b>A. TYPE OF GOVERNMENT (Check one box only)</b>				
<input type="checkbox"/> 1. State	<input type="checkbox"/> 2. County	<input checked="" type="checkbox"/> 3. City	<input type="checkbox"/> 4. Township	<input type="checkbox"/> 5. Special District
<input type="checkbox"/> 6. Other (Specify)				
<b>B. IDENTIFICATION</b>				
1. NAME OF POLITICAL JURISDICTION (If same as label, skip to Item C)				
SANTA CRUZ CITY				
2. AddressNumber and Street	CITY/TOWN	COUNTY	STATE/ZIP	EEOC USE ONLY
809 CENTER STREET	SANTA CRUZ	SANTA CRUZ	CA-95060	ONLY A B
<b>C. FUNCTION</b>				
(Check one box to indicate the function(s) for which this form is being submitted. Data should be reported for all departments and agencies in your government covered by the function(s) indicated. If you cannot supply the data for every agency within the function(s) attach a list showing name and address of agencies whose data are not included.)				
<input checked="" type="checkbox"/>	SUMMARY FUNCTION			
<input type="checkbox"/>	1. Financial Administration. Tax billing and collection, budgeting, purchasing, central accounting and similar financial administration carried on by a treasurer's, auditor's or comptroller's office and  GENERAL CONTROL. Duties usually performed by boards of supervisors or commissioners, central administration offices and agencies, central personnel or planning agencies, all judicial offices and employees (judges, magistrates, bailiffs, etc.)	<input type="checkbox"/>	8. HEALTH. Provision of public health services, outpatient clinics, visiting nurses, food and sanitary inspections, mental health, alcohol rehabilitation service, etc.	
		<input type="checkbox"/>	9. HOUSING. Code enforcement, low rent public housing, fair housing ordinance enforcement, housing for elderly, housing rehabilitation, rent control.	
<input type="checkbox"/>	2. STREETS AND HIGHWAYS. Maintenance, repair, construction and administration of streets, alleys, sidewalks, roads, highways and bridges.	<input type="checkbox"/>	10. COMMUNITY DEVELOPMENT. Planning, zoning, land development, open space, beautification, preservation.	
<input type="checkbox"/>	3. PUBLIC WELFARE. Maintenance of homes and other institutions for the needy administration of public assistance. (Hospitals and sanatoriums should be reported as item 7.)	<input type="checkbox"/>	11. CORRECTIONS. Jails, reformatories, detention homes, halfway houses, prisons, parole and probation activities	
<input type="checkbox"/>	4. POLICE PROTECTION. Duties of a police department sheriff's, constable's, coroner's office, etc., including technical and clerical employees engaged in police activities.	<input type="checkbox"/>	12. UTILITIES AND TRANSPORTATION. Includes water supply, electric power, transit, gas, airports, water transportation and terminals.	
<input type="checkbox"/>	5. FIRE PROTECTION. Duties of the uniformed fire force and clerical employees. (Report any forest fire protection activities as item 6.)	<input type="checkbox"/>	13. SANITATION AND SEWAGE. Street cleaning, garbage and refuse collection and disposal. Provision, maintenance and operation of sanitary and storm sewer systems and sewage disposal plants.	
<input type="checkbox"/>	6. NATURAL RESOURCES. Agriculture, forestry, forest fire protection, irrigation drainage, flood control, etc., and PARKS AND RECREATION. Provision, maintenance and operation of parks, playgrounds, swimming pools, auditoriums, museums, marinas, zoos, etc.	<input type="checkbox"/>	14. EMPLOYMENT SECURITY STATE GOVERNMENTS ONLY	
<input type="checkbox"/>	7. HOSPITALS AND SANATORIUMS. Operation and maintenance of institutions for inpatient medical care.	<input type="checkbox"/>	15. OTHER (Specify on Page Four)	

**D. EMPLOYMENT DATA AS OF JUNE 30**

FUNCTION TYPE 16

(Do not include elected/appointed officials. Blanks will be counted as zero)

**1. FULL-TIME EMPLOYEES (Temporary employees are not included)**

JOB CATEGORIES	ANNUAL SALARY (In thousands 000)	TOTAL (COLUMNS B-K) A	MALE					FEMALE				
			NON-HISPANIC ORIGIN		HISPANIC D	ASIAN OR PACIFIC ISLANDER E	AMERICAN INDIAN OR ALASKAN NATIVE F	NON-HISPANIC ORIGIN		HISPANIC I	ASIAN OR PACIFIC ISLANDER J	AMERICAN INDIAN OR ALASKAN NATIVE K
			WHITE B	BLACK C				WHITE G	BLACK H			
Officials and Administrators	1. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0
	2. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0
	3. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0
	4. 25.0-32.9	0	0	0	0	0	0	0	0	0	0	0
	5. 33.0-42.9	0	0	0	0	0	0	0	0	0	0	0
	6. 43.0-54.9	0	0	0	0	0	0	0	0	0	0	0
	7. 55.0-69.9	2	0	0	0	0	1	1	0	0	0	0
	8. 70.0 Plus	32	16	0	2	0	0	13	0	1	0	0
Professionals	9. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0
	10. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0
	11. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0
	12. 25.0-32.9	0	0	0	0	0	0	0	0	0	0	0
	13. 33.0-42.9	0	0	0	0	0	0	0	0	0	0	0
	14. 43.0-54.9	13	3	0	0	0	0	8	0	1	0	1
	15. 55.0-69.9	25	5	0	2	2	0	13	0	1	2	0
	16. 70.0 Plus	77	35	0	6	2	0	28	0	3	3	0
Technicians	17. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0
	18. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0
	19. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0
	20. 25.0-32.9	0	0	0	0	0	0	0	0	0	0	0
	21. 33.0-42.9	1	0	0	0	0	0	1	0	0	0	0
	22. 43.0-54.9	1	0	0	0	0	0	1	0	0	0	0
	23. 55.0-69.9	10	6	0	0	1	0	3	0	0	0	0
	24. 70.0 Plus	6	4	0	0	0	0	2	0	0	0	0
Protective Service Workers	25. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0
	26. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0
	27. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0
	28. 25.0-32.9	0	0	0	0	0	0	0	0	0	0	0
	29. 33.0-42.9	0	0	0	0	0	0	0	0	0	0	0
	30. 43.0-54.9	3	1	0	0	0	0	2	0	0	0	0
	31. 55.0-69.9	0	0	0	0	0	0	0	0	0	0	0
	32. 70.0 Plus	31	23	2	3	1	0	2	0	0	0	0
Paraprofessionals	33. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0
	34. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0
	35. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0
	36. 25.0-32.9	0	0	0	0	0	0	0	0	0	0	0
	37. 33.0-42.9	1	0	0	0	0	0	1	0	0	0	0
	38. 43.0-54.9	17	4	0	0	0	0	13	0	0	0	0
	39. 55.0-69.9	4	1	0	0	1	0	2	0	0	0	0
	40. 70.0 Plus	13	12	0	0	0	0	1	0	0	0	0
Administrative Support	41. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0
	42. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0
	43. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0
	44. 25.0-32.9	2	0	0	0	0	0	1	1	0	0	0
	45. 33.0-42.9	23	6	0	0	0	0	16	0	1	0	0
	46. 43.0-54.9	31	3	0	1	0	0	20	0	6	1	0
	47. 55.0-69.9	5	0	0	0	0	0	4	0	1	0	0
	48. 70.0 Plus	4	0	0	0	0	0	3	0	0	0	1

**D. EMPLOYMENT DATA AS OF JUNE 30 (Cont.)**

FUNCTION TYPE 16

(Do not include elected/appointed officials. Blanks will be counted as zero)

**1. FULL-TIME EMPLOYEES (Temporary employees are not included)**

JOB CATEGORIES	ANNUAL SALARY (In thousands 000)	TOTAL (COLUMNS B-K) A	MALE					FEMALE				
			NON-HISPANIC ORIGIN		HISPANIC	ASIAN OR PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKAN NATIVE	NON-HISPANIC ORIGIN		HISPANIC	ASIAN OR PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKAN NATIVE
			WHITE	BLACK				WHITE	BLACK			
			B	C	D	E	F	G	H	I	J	K
Skilled Craft Workers	49. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0
	50. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0
	51. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0
	52. 25.0-32.9	1	0	1	0	0	0	0	0	0	0	0
	53. 33.0-42.9	4	3	0	1	0	0	0	0	0	0	0
	54. 43.0-54.9	20	12	0	3	1	1	3	0	0	0	0
	55. 55.0-69.9	28	18	1	7	0	1	1	0	0	0	0
	56. 70.0 Plus	22	13	0	5	2	1	1	0	0	0	0
Service-Maintenance	57. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0
	58. 16.0-19.9	1	1	0	0	0	0	0	0	0	0	0
	59. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0
	60. 25.0-32.9	0	0	0	0	0	0	0	0	0	0	0
	61. 33.0-42.9	21	10	0	5	0	0	6	0	0	0	0
	62. 43.0-54.9	44	18	0	12	2	0	9	0	3	0	0
	63. 55.0-69.9	2	0	0	0	0	0	2	0	0	0	0
	64. 70.0 Plus	1	1	0	0	0	0	0	0	0	0	0
65. TOTAL FULL TIME (Lines 1-64)		445	195	4	47	12	4	157	1	17	6	2

**2. OTHER THAN FULLTIME EMPLOYEES (Including temporary employees)**

66.OFFICIALS/ADMIN	1	0	0	0	0	0	1	0	0	0	0	0
67.PROFESSIONALS	29	10	0	0	0	0	0	19	0	0	0	0
68.TECHNICIANS	4	3	0	0	0	0	0	0	0	0	1	0
69.PROTECTIVE SERVICE	0	0	0	0	0	0	0	0	0	0	0	0
70.PARA-PROFESSIONAL	108	52	2	8	2	0	0	37	2	3	0	2
71.ADMIN. SUPPORT	85	18	1	2	0	0	0	52	2	7	2	1
72.SKILLED CRAFT	3	3	0	0	0	0	0	0	0	0	0	0
73.SERVICE/MAINTENANCE	81	36	1	9	4	1	1	21	0	6	2	1
74. TOTAL OTHER THAN FULL TIME (Lines 66-73)		311	122	4	19	6	2	129	4	16	5	4

**3. NEW HIRES DURING FISCAL YEAR Permanent full time only JULY 1 - JUNE 30**

75.OFFICIALS/ADMIN	3	1	0	1	0	0	0	1	0	0	0	0
76.PROFESSIONALS	4	2	0	1	0	0	0	1	0	0	0	0
77.TECHNICIANS	0	0	0	0	0	0	0	0	0	0	0	0
78.PROTECTIVE SERVICE	0	0	0	0	0	0	0	0	0	0	0	0
79.PARA-PROFESSIONAL	0	0	0	0	0	0	0	0	0	0	0	0
80.ADMIN. SUPPORT	1	0	0	0	0	0	0	1	0	0	0	0
81.SKILLED CRAFT	1	1	0	0	0	0	0	0	0	0	0	0
82.SERVICE/MAINTENANCE	0	0	0	0	0	0	0	0	0	0	0	0
83. TOTAL NEW HIRES (Lines 75-82)		9	4	0	2	0	0	3	0	0	0	0

REMARKS (List National Crime Information Center (NCIC) number assigned to any Criminal Justice Agencies whose data are included in this report)

\*\*\*LIST AGENCIES INCLUDED ON THIS FORM\*\*\*

CERTIFICATION. I certify that the information given in this report is correct and true to the best of my knowledge and was reported in accordance with accompanying instructions. (Willfully false statements on this report are punishable by law, US Code, Title 18, Section 1001.)

NAME OF PERSON TO CONTACT REGARDING THIS FORM Debbie Levy		TITLE HR Technician		
ADDRESS (Number and Street, City, State, Zip Code) 809 Center Street #7,Santa Cruz,Ca,95060		TELEPHONE NUMBER 831-420-5048	Ext	FAX NUMBER 831-420-5004
DATE 2011-10-05	EMAIL dlevy@cityofsantacruz.com	TYPED NAME/TITLE OF AUTHORIZED OFFICIAL Debbie Levy HR Tech		SIGNATURE <input checked="" type="checkbox"/>

**Appendix 5.4: Santa Cruz (City County) and State of California 2010 Federal Census Demographics  
(Source: US Census Bureau QuickFacts)**

<b>People QuickFacts</b>	<b>Santa Cruz City</b>	<b>Santa Cruz County</b>	<b>State of California</b>
Population, 2010	59,946	262,382	37,253,956
Population, percent change, 2000 to 2010	9.8%	2.7%	10.0%
Population, 2000	54,593	255,602	33,871,648
Persons under 5 years, percent, 2010	3.9%	5.7%	6.8%
Persons under 18 years, percent, 2010	13.7%	21.1%	25.0%
Persons 65 years and over, percent, 2010	8.8%	11.1%	11.4%
Female persons, percent, 2010	49.9%	50.1%	50.3%
White persons, percent, 2010 (a)	74.5%	72.5%	57.6%
Black persons, percent, 2010 (a)	1.8%	1.1%	6.2%
American Indian and Alaska Native persons, percent, 2010 (a)	0.7%	0.9%	1.0%
Asian persons, percent, 2010 (a)	7.7%	4.2%	13.0%
Native Hawaiian and Other Pacific Islander, percent, 2010 (a)	0.2%	0.1%	0.4%
Persons reporting two or more races, percent, 2010	5.7%	4.7%	4.9%
Persons of Hispanic or Latino origin, percent, 2010 (b)	19.4%	32.0%	37.6%
White persons not Hispanic, percent, 2010	66.7%	59.6%	40.1%
Living in same house 1 year & over, 2005-2009	67.1%	81.1%	83.9%
Foreign born persons, percent, 2005-2009	11.9%	17.2%	26.8%
Language other than English spoken at home, pct age 5+, 2005-2009	18.6%	27.9%	42.2%
High school graduates, percent of persons age 25+, 2005-2009	91.8%	85.2%	80.5%
Bachelor's degree or higher, pct of persons age 25+, 2005-2009	52.3%	38.7%	29.7%
Veterans, 2005-2009		14,058	2,092,627
Mean travel time to work (minutes), workers age 16+, 2005-2009	21.3	25.4	27
Housing units, 2010	23,316	104,476	13,680,081
Homeownership rate, 2005-2009	44.1%	59.7%	57.9%
Housing units in multi-unit structures, percent, 2005-2009	33.6%	21.9%	30.7%
Median value of owner-occupied housing units, 2005-2009	\$751,900	\$675,300	\$479,200
Households, 2005-2009	21,761	93,754	12,187,191
Persons per household, 2005-2009	2.32	2.61	2.91
Per capita money income in past 12 months (2009 dollars) 2005-2009	\$32,680	\$33,532	\$29,020
Median household income, 2009	\$57,034	\$60,816	\$58,925
Persons below poverty level, percent, 2009	19.0%	13.9%	14.2%

**Appendix 5.4: Santa Cruz (City County) and State of California 2010 Federal Census Demographics  
(Source: US Census Bureau QuickFacts)**

<b>Business QuickFacts</b>	<b>Santa Cruz City</b>	<b>Santa Cruz County</b>	<b>California</b>
Private nonfarm establishments, 2009		6,885	857,831
Private nonfarm employment, 2009		71,708	12,833,709
Private nonfarm employment, percent change 2000-2009		-9.5%	-0.4%
Nonemployer establishments, 2009		22,119	2,674,301
Total number of firms, 2007	7,116	29,122	3,425,510
Black-owned firms, percent, 2007	S	S	4.0%
American Indian and Alaska Native owned firms, percent, 2007	S	S	1.3%
Asian-owned firms, percent, 2007	S	4.8%	14.9%
Native Hawaiian and Other Pacific Islander owned firms, percent, 2007	F	F	0.3%
Hispanic-owned firms, percent, 2007	S	S	16.5%
Women-owned firms, percent, 2007	S	34.2%	30.3%
Manufacturers shipments, 2007 (\$1000)	310,852	1,502,419	491,372,092
Merchant wholesaler sales, 2007 (\$1000)	622,435	D	598,456,486
Retail sales, 2007 (\$1000)	830,524	3,725,362	455,032,270
Retail sales per capita, 2007	\$15,118	\$14,894	\$12,561
Accommodation and food services sales, 2007 (\$1000)	193,044	513,826	80,852,787
Building permits, 2010		158	43,716
Federal spending, 2009		1,568,971	331,030,869
<b>Geography QuickFacts</b>	<b>Santa Cruz City</b>	<b>Santa Cruz County</b>	<b>California</b>
Land area in square miles, 2010	12.74	445.17	155,779.22
Persons per square mile, 2010	4,705.3	589.4	239.1
FIPS Code	69112	87	6
		Santa Cruz- Watsonville, CA Metro Area	
Metropolitan or Micropolitan Statistical Area			
(a) Includes persons reporting only one race.			
(b) Hispanics may be of any race, so also are included in applicable race categories.			
FN: Footnote on this item for this area in place of data			
NA: Not available			
D: Suppressed to avoid disclosure of confidential information			
X: Not applicable			
S: Suppressed; does not meet publication standards			
Z: Value greater than zero but less than half unit of measure shown			
F: Fewer than 100 firms			