



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
BOARD OF DIRECTORS AGENDA
REGULAR MEETING
MAY 17, 2019 – 9:00 AM
WATSONVILLE CITY COUNCIL CHAMBERS
275 MAIN STREET, WATSONVILLE, CA**

MISSION STATEMENT: “To provide a public transportation service that enhances personal mobility and creates a sustainable transportation option in Santa Cruz County through a cost-effective, reliable, accessible, safe, clean and courteous transit service.”

The Board Meeting Agenda Packet can be found online at www.SCMTD.com and is available for inspection at METRO’s Administrative offices at 110 Vernon Street, Santa Cruz, California.

This document has been created with accessibility in mind. With the exception of certain 3rd party and other attachments, it passes the Adobe Acrobat XI Accessibility Full Check. If you have any questions about the accessibility of this document, please email your inquiry to accessibility@scmttd.com

The Board of Directors may take action on each item on the agenda. The action may consist of the recommended action, a related action or no action. Staff recommendations are subject to action and/or change by the Board of Directors.

BOARD ROSTER

Director Ed Bottorff	City of Capitola
Director Trina Coffman-Gomez	City of Watsonville
Director Aurelio Gonzalez	City of Watsonville
Director John Leopold	County of Santa Cruz
Director Donna Lind	City of Scotts Valley
Director Cynthia Mathews	City of Santa Cruz
Director Bruce McPherson	County of Santa Cruz
Director Donna Meyers	City of Santa Cruz
Director Larry Pageler	County of Santa Cruz
Director Dan Rothwell	County of Santa Cruz
Director Mike Rotkin	County of Santa Cruz
Ex-Officio Director Alta Northcutt	Cabrillo College
Ex-Officio Director Stephen Preston	UC Santa Cruz
Alex Clifford	METRO CEO/General Manager
Julie Sherman	METRO General Counsel

TITLE 6 - INTERPRETATION SERVICES / TÍTULO 6 - SERVICIOS DE TRADUCCIÓN
Spanish language interpretation and Spanish language copies of the agenda packet are available on an as-needed basis. Please make advance arrangements with the Executive Assistant at 831-426-6080. Interpretación en español y traducciones en español del paquete de la agenda están

disponibles sobre una base como-necesaria. Por favor, hacer arreglos por adelantado con Coordinador de Servicios Administrativos al numero 831-426-6080.

AMERICANS WITH DISABILITIES ACT

The Board of Directors meets in an accessible facility. Any person who requires an accommodation or an auxiliary aid or service to participate in the meeting, or to access the agenda and the agenda packet (including a Spanish language copy of the agenda packet), should contact the Executive Assistant, at 831-426-6080 as soon as possible in advance of the Board of Directors meeting. Hearing impaired individuals should call 711 for assistance in contacting Santa Cruz METRO regarding special requirements to participate in the Board meeting. For information regarding this agenda or interpretation services, please call Santa Cruz METRO at 831-426-6080.

SECTION I: OPEN SESSION

NOTE: THE BOARD CHAIR MAY TAKE ITEMS OUT OF ORDER

1 CALL TO ORDER

2 ROLL CALL

3 ANNOUNCEMENTS

- 3-1. Carlos Landaverry to introduce his Spanish language interpretation services, which will be available during "Oral Communications" and for any other agenda item for which these services are needed.
- 3-2. Today's meeting is being broadcast by Community Television of Santa Cruz County.
- 3-3 Today's City of Watsonville technician is Ms. Mindy Esqueda.

4 BOARD OF DIRECTORS COMMENTS

5 ORAL AND WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

This time is set aside for Directors and members of the general public to address any item not on the Agenda which is within the subject matter jurisdiction of the Board. No action or discussion shall be taken on any item presented except that any Director may respond to statements made or questions asked, or may ask questions for clarification. All matters of an administrative nature will be referred to staff. All matters relating to Santa Cruz METRO will be noted in the minutes and may be scheduled for discussion at a future meeting or referred to staff for clarification and report. Any Director may place matters brought up under Communications to the Board of Directors on a future agenda. In accordance with District Resolution 69-2-1, speakers appearing at a Board meeting shall be limited to three minutes in his or her presentation. Any person addressing the Board may submit written statements, petitions or other documents to complement his or her presentation. When addressing the Board, the individual may, but is not required to, provide his/her name and address in an audible tone for the record.

6 WRITTEN COMMUNICATIONS FROM MAC (if applicable)

7 LABOR ORGANIZATION COMMUNICATIONS

8 ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

CONSENT AGENDA

All items appearing on the Consent Agenda are recommended actions which are considered to be routine and will be acted upon as one motion. All items removed will be considered later in the agenda. The Board Chair will allow public input prior to the approval of the Consent Agenda items.

- 9-01 RECOMMENDED ACTION ON TORT CLAIMS**
Alex Clifford, CEO/General Manager
- 9-02 ACCEPT AND FILE: PRELIMINARY APPROVED CHECK JOURNAL DETAIL FOR THE MONTH OF APRIL 2019**
Angela Aitken, CFO
- 9-03 ACCEPT AND FILE: MINUTES OF THE APRIL 26, 2019 BOARD OF DIRECTORS MEETING AND THE MAY 10, 2019 FINANCE, BUDGET & AUDIT STANDING COMMITTEE MEETING**
Alex Clifford, CEO/General Manager
- 9-04 ACCEPT AND FILE: QUARTERLY STATUS REPORT OF GRANT APPLICATIONS AND ACTIVE GRANTS FOR THE THIRD QUARTER OF FY19**
Wondimu Mengistu, Grants/Legislative Analyst
- 9-05 ACCEPT AND FILE: THE METRO PARACRUZ OPERATIONS STATUS REPORT FOR JANUARY, FEBRUARY AND MARCH 2019**
Daniel Zaragoza, Operations Manager, Paratransit Division
- 9-06 ACCEPT AND FILE: METRO SYSTEM RIDERSHIP REPORTS FOR THE THIRD QUARTER OF FY19**
Barrow Emerson, Planning and Development Director
- 9-07 APPROVE: STATE ROUTE 1 BUS ON SHOULDERS PROJECT DEVELOPMENT ACTIVITIES**
Barrow Emerson, Planning and Development Director
- 9-08 ACCEPT AND FILE: THE YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF MARCH 31, 2019**
Angela Aitken, CFO
- 9-09 CONSIDERATION OF DECLARING VEHICLES AND/OR EQUIPMENT AS EXCESS FOR PURPOSES OF DISPOSAL OR AUCTION**
Angela Aitken, CFO
- 9-10 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A 2ND AMENDMENT EXTENDING THE CONTRACT WITH FIRST ALARM SECURITY AND PATROL, INC. FOR SECURITY GUARD SERVICES**
Ciro Aguirre, COO
- 9-11 APPROVE: CONSIDERATION OF AWARD OF CONTRACT TO FLYERS ENERGY, LLC FOR OFF-SITE FUELING SERVICES NOT TO EXCEED \$885,000**
Eddie Benson, Maintenance Manager

- 9-12 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A 2ND CONTRACT AMENDMENT WITH LUMENATURE TO INCREASE THE CONTRACT TOTAL BY \$19,778 FOR ENERGY-EFFICIENT LIGHTING RETROFIT**
Eddie Benson, Maintenance Manager
- 9-13 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A 7TH AMENDMENT EXTENDING THE CONTRACT FOR ONE YEAR WITH ALLIANT INSURANCE SERVICES, INC. FOR EXCESS WORKERS' COMPENSATION INSURANCE, INCREASING THE CONTRACT TOTAL BY AN AMOUNT NOT TO EXCEED \$180,000**
Dawn Crummié, Human Resources Director
- 9-14 APPROVE: METRO ADVISORY COMMITTEE (MAC) MEMBER'S RESIGNATION**
Alex Clifford, CEO/General Manager
- 9-15 APPROVE: AUTHORIZATION OF A LEAD CUSTODIAL SERVICE WORKER POSITION IN THE FACILITIES MAINTENANCE DEPARTMENT**
Federico Rocha, Assistant Maintenance Manager and Interim Facilities Maintenance Manager

REGULAR AGENDA

- 10 PRESENTATION OF EMPLOYEE LONGEVITY AWARDS FOR GEORGE FELDER (35 years), FEDERICO ROCHA (15 years), CATALINO VASQUEZ (15 years)**
Ed Bottorff, Board Chair
- 11 RESOLUTION OF APPRECIATION, RETIREE: JUSTINA O'HAGIN**
Ed Bottorff, Board Chair
- 12 INTRODUCTION OF NEW FIXED ROUTE AND PARACRUZ OPERATORS**
Anna Marie Gouveia, Operations Manager: Fixed Route Division
Daniel Zaragoza, Operations Manager: Paratransit Division
- 13 CEO ORAL REPORT**
Alex Clifford, CEO/General Manager
- 14 PRESENTATIONS:**
A UNDERSTANDING OTHER POST-EMPLOYMENT BENEFITS (OPEB) & OUR NET OPEB LIABILITY(NOL)
B UNDERSTANDING CALPERS & OUR UNFUNDED ACCRUED LIABILITY (UAL)
Angela Aitken, Chief Financial Officer
- 15 CONSIDERATION OF SANTA CRUZ METRO'S FY20 AND FY21 OPERATING BUDGET, FY20 CAPITAL BUDGET AND A RESOLUTION SETTING A PUBLIC HEARING ON JUNE 28, 2019**
Angela Aitken, CFO

16 REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION

Julie Sherman, General Counsel

**17 ANNOUNCEMENT OF NEXT MEETING: FRIDAY, JUNE 28, 2019 AT 9:00 AM,
AT SANTA CRUZ CITY COUNCIL CHAMBERS, 809 CENTER STREET, SANTA
CRUZ, CA**

Ed Bottorff, Board Chair

18 RECESS TO CLOSED SESSION

SECTION II: CLOSED SESSION

**19 CONFERENCE WITH LABOR NEGOTIATORS (GOVERNMENT CODE
SECTION 54957.6)**

Agency Negotiators:

**Alex Clifford, CEO/General Manager
Julie Sherman, General Counsel**

Employee Organizations:

**SMART, Local 23
SMART, Local 23 – ParaCruz**

Operations

SEIU, Local 521

SECTION III: RECONVENE TO OPEN SESSION

20 REPORT OF CLOSED SESSION ITEMS

Julie Sherman, General Counsel

21 ADJOURNMENT

Ed Bottorff, Board Chair

Pursuant to Section 54954.2(a)(1) of the Government Code of the State of California, this agenda was posted at least 72 hours in advance of the scheduled meeting at a public place freely accessible to the public 24 hours a day. The agenda packet and materials related to an item on this Agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the Santa Cruz METRO Administrative Office (110 Vernon Street, Santa Cruz) during normal business hours. Such documents are also available on the Santa Cruz METRO website at www.scmtd.com subject to staff's ability to post the document before the meeting.

- THIS PAGE INTENTIONALLY LEFT BLANK -



DATE: May 17, 2019
TO: Board of Directors
FROM: Alex Clifford, CEO/General Manager
SUBJECT: RECOMMENDED ACTION ON TORT CLAIMS

I. RECOMMENDED ACTION

That the Board of Directors Approve Staff Recommendations for Claims for the Month of May 2019.

II. SUMMARY

This staff report provides the Board of Directors with recommendations on claims submitted to the Santa Cruz Metropolitan Transit District (METRO).

III. DISCUSSION/BACKGROUND

METRO's Risk Department received two claims for the month of May 2019 for money or damages. As a public entity, METRO must act "within 45 days after the claim has been presented" (Govt C §912.4(a)). See staff recommendations in paragraph VI.

IV. FINANCIAL CONSIDERATIONS/IMPACT

None

V. ALTERNATIVES CONSIDERED

Within the 45-day period, the Board of Directors may take the following actions:

- Reject the claim entirely;
- Allow it in full;
- Allow it in part and reject the balance;
- Compromise it, if the liability or amount due is disputed (Govt C §912.4(a)); or
- Do nothing, and allow the claim to be denied by operation of law (Govt C §912.4 (c)).

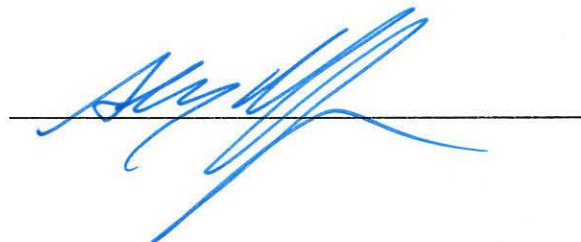
VI. DESCRIPTION OF CLAIMS

Claimant	Claim #	Description	Recommended Action
Gantman, Todd	19-0005	Claimant alleges that a METRO Bus hit his parked pickup truck. Amount of claim: \$1,379.31.	Reject
Rundell, Pat	19-0006	Claimant alleges that her seat was not properly secure resulting in injury to her back. Amount of claim: over \$25,000.	Reject

Prepared by: Tom Szeszowicki, Safety Specialist

VII. APPROVAL

Alex Clifford, CEO/General Manager



- THIS PAGE INTENTIONALLY LEFT BLANK -



DATE: May 17, 2019
TO: Board of Directors
FROM: Angela Aitken, Chief Financial Officer
**SUBJECT: ACCEPT AND FILE PRELIMINARY APPROVED CHECK JOURNAL
DETAIL FOR THE MONTH OF APRIL 2019**

I. RECOMMENDED ACTION

That the Board of Directors accept and file the preliminary approved Check Journal Detail for the month of April 2019

II. SUMMARY

- This staff report provides the Board with a preliminary approved Check Journal Detail for the month of April 2019.
- The Finance Department is submitting the check journals for Board acceptance and filing.

III. DISCUSSION/BACKGROUND

This preliminary approved Check Journal Detail provides the Board with a listing of the vendors and amounts paid out on a monthly cash flow basis (Operating and Capital expenses).

All invoices submitted for the month of April 2019 that have been processed, checks issued and signed by the Chief Financial Officer.

IV. FINANCIAL CONSIDERATIONS/IMPACT

None. The check journal is a presentation of invoices paid in April 2019 for purposes of Board review, agency disclosure, accountability and transparency.

V. ALTERNATIVES CONSIDERED

N/A


VI. ATTACHMENTS

Attachment A: Check Journal Detail for the Month of April 2019

Prepared by: Holly Alcorn, Accounting Specialist

VII. APPROVALS:

Angela Aitken, Chief Financial Officer



Alex Clifford, CEO/General Manager



Attachment A

DATE 05/02/19 11:01

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
CHECK JOURNAL DETAIL BY CHECK NUMBER
ALL CHECKS FOR ACCOUNTS PAYABLE

PAGE 1

DATE: 04/01/19 THRU 04/30/19

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	VENDOR TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	TRANSACTION COMMENT
64947	04/01/19	ABC BUS INC	261.72	ABC BUS INC		92585	INVENTORY ORDER	196.29	
64948	04/01/19	AIRTEC SERVICE INC.	140.00	AIRTEC SERVICE INC.		92619	PARTS	65.43	
64949	04/01/19	ALLIED ELECTRONICS	84.23	ALLIED ELECTRONICS		92651	RPR THERMOSTAT WTC	140.00	
64950	04/01/19	AT&T	4,563.36	AT&T		92598	PARTS	84.23	
						92599	02/19-03/18 OPS ELEV	140.73	
						92610	02/19-03/18 MAIN A/C	3,938.80	
						92611	02/19-03/18DAVENPORT	203.14	
64951	04/01/19	BATTERY SYSTEMS CORP	12.00	BATTERY SYSTEMS CORP		92576	2/19-03/18 OCEAN	280.69	
						92577	BATTERIES	2,804.43	
						92675	CREDIT	-2,792.43	
64952	04/01/19	BAY ALARM COMPANY	217.83	BAY ALARM COMPANY		92600	04/01-07/01 ALARM SV	217.83	
64953	04/01/19	BRENCO OPERATING-TEXAS, LP	2,534.76	BRENCO OPERATING-TEXAS, LP		92588	INVENTORY ORDER	2,534.76	
64954	04/01/19	CALTRONICS BUSINESS SYSTEMS	240.35	CALTRONICS BUSINESS SYSTEMS		92573	PRINTING SUPPLIES	202.11	
						92574	PRINTING SUPPLIES	38.24	
64955	04/01/19	CAPITOL CLUTCH & BRAKE, INC.	6,707.02	CAPITOL CLUTCH & BRAKE, INC.		92656	INVENTORY ORDER	6,707.02	
64956	04/01/19	CITY OF WATSONVILLE UTILITIES	54.35	CITY OF WATSONVILLE UTILITIES		92601	02/11-03/12 WATER WT	54.35	
64957	04/01/19	CLASSIC GRAPHICS	11,877.60	CLASSIC GRAPHICS		92642	BUS REPAIR FY14	11,877.60	
64958	04/01/19	CLEAN ENERGY	14,842.00	CLEAN ENERGY		92566	MAR 19 MAINTENANCE	14,842.00	
64959	04/01/19	CLIFFORD, ALEX	1,390.78	CLIFFORD, ALEX		92643	TRAVEL REIMBURSEMENT	214.43	
						92644	TRAVEL REIMBURSEMENT	1,176.35	
64960	04/01/19	COAST PAPER & SUPPLY INC.	645.97	COAST PAPER & SUPPLY INC.		92661	INVENTORY ORDER	645.97	
64961	04/01/19	CREATIVE BUS SALES, INC.	512.71	CREATIVE BUS SALES, INC.		92589	RPR VEH # PC1707	120.24	
						92590	RPR VEH # PC1715	202.82	
64962	04/01/19	CUMMINS PACIFIC LLP	23,170.88	CUMMINS PACIFIC LLP		92635	INVENTORY PARTS	60.97	
						92657	RPR VEH # 1703 PC	128.68	
						92579	RPR VEH # 2101	105.14	
						92579	RPR VEH # 2807	45.86	
						92623	INVENTORY	2,763.79	
						92636	ENGN OVERHL BUS2804	17,479.04	
						92658	ECM VEH # 2809	2,777.05	
64963	04/01/19	DAVID A RAY	88.19	DAVID A RAY	7	92571	OFFICE SUPPLIES	88.19	
64964	04/01/19	EAST BAY TIRE CO.	28.37	EAST BAY TIRE CO.		92638	INV FLAT REPAIR	28.37	
64965	04/01/19	EXPRESS SERVICES INC.	4,618.82	EXPRESS SERVICES INC.		92591	TEMP W/E 03/17/19	1,149.20	
						92592	TEMP W/E 03/17/19	721.44	
						92593	TEMP W/E 03/17/19	1,600.00	
						92594	TEMP W/E 03/17/19	1,148.18	
64966	04/01/19	FERGUSON ENTERPRISES INC. #795	85.60	FERGUSON ENTERPRISES INC. #795		92570	TENANT REPAIRS	38.57	
						92608	GREASE TRAP	47.03	
64967	04/01/19	FIS	1,233.47	FIS		92596	FEB 19 TWM MERCH FEE	1,233.47	
64968	04/01/19	FLYERS ENERGY LLC	9,266.93	FLYERS ENERGY LLC		92633	INV PROPANE	14.37	
						92639	3/1 - 3/15 FUEL PC	9,252.56	
64969	04/01/19	FRONTIER COMMUNICATIONS - 3025	57.26	FRONTIER COMMUNICATIONS - 3025		92650	3/16-4/15 TELECOMM	57.26	
64970	04/01/19	FRONTIER COMMUNICATIONS - 6145	57.26	FRONTIER COMMUNICATIONS - 6145		92612	03/13-04/12	57.26	
64971	04/01/19	GILLIG LLC	5,036.57	GILLIG LLC		92583	BUS UPHOLSTERY	1,614.28	
						92597	VTA BUS LIGHTS	3,296.29	
						92624	INVENTORY	126.00	

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
CHECK JOURNAL DETAIL BY CHECK NUMBER
ALL CHECKS FOR ACCOUNTS PAYABLE

DATE: 04/01/19 THRU 04/30/19

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
64972	04/01/19	401.01 282	GRAINGER			92607	INVENTORY	319.63	
						92621	INVENTORY	75.67	
						92622	INVENTORY	5.71	
64973	04/01/19	32.86 546	GRANITEROCK COMPANY			92606	GREASE TRAP REPAIR	32.86	
64974	04/01/19	41,898.46 003109	HANSON BRIDGETT LLP			92677	FEB 19 RETAINER	24,000.00	
						92678	M# 032117.006001	369.00	
						92679	M# 032117.006003	158.50	
						92680	M# 032117.006010	136.86	
						92681	M# 032117.006012	12,792.40	
						92682	M# 032117.006013	2,006.70	
						92683	M# 032117.006015	2,275.00	
						92684	M# 032117.008001	160.00	
64975	04/01/19	330.96 166	HOSE SHOP, THE INC			92584	NON-INVENTORY ORDER	330.96	
64976	04/01/19	512.65 003327	IO, RODNEY H			92580	RPR VEH # PC1704	512.65	
64977	04/01/19	4,514.55 003223	JASPER WELLS LLC			92586	INVENTORY ORDER	8,854.55	
						92587	CORE CREDIT	-4,340.00	
64978	04/01/19	14.98 001555	MAC TOOLS INC DBA			92613	MAGNETI PICK-UP TOOL	14.98	
64979	04/01/19	5,225.00 E1026	MAYWEATHER, ANSON			92645	TUITION REIMBURSEMENT	5,225.00	
64980	04/01/19	608.06 041	MISSION UNIFORM			92595	CUSTODIAL SUPPLIES	36.00	
						92604	CUSTODIAL SUPPLIES	34.50	
						92605	CUSTODIAL SUPPLIES	34.50	
						92628	UNIFORMS/SUPPLIES	201.53	
						92629	SUPPLIES FUELING STN	50.00	
						92630	UNIFORM/SUPP GOLF CL	201.53	
						92634	INV FUELING STN	50.00	
64981	04/01/19	1,985.31 004	NORTH BAY FORD LINC-MERCURY			92616	PARTS	1,360.17	
						92617	SERVICES/PARTS	478.36	
64982	04/01/19	6,227.88 009	PACIFIC GAS & ELECTRIC			92654	INVENTORY ORDER	146.78	
						92568	1/29-2/27 OPS	5,265.06	
64983	04/01/19	226.80 023	PACIFIC TRUCK PARTS, INC.			92689	2/7-3/10 PARACRUZ	962.82	
64984	04/01/19	587.75 043	PALACE ART & OFFICE SUPPLY			92577	INVENTORY ORDER	90.72	
						92659	INVENTORY ORDER	136.08	
64985	04/01/19	3,375.00 002947	PEDALERS EXPRESS		7	92567	OFFICE SUPPLIES	322.67	
						92641	WORK CHAIR WONDIMU	265.08	
						92663	NOV 18 COURIER SVC	322.67	
						92664	DEC 18 COURIER SVC	1,925.00	
64986	04/01/19	155.50 481	PIED PIPER EXTERMINATORS, INC.			92671	MAR 19 PEST METROMKT	1,450.00	
						92672	MAR19 PEST SMC KIOSK	55.50	
						92673	MAR 19 PEST BETTYS	40.00	
64987	04/01/19	147.49 050	PITNEY BOWES INC. RENTAL PMT			92587	POSTAGE METER DM200	60.00	
64988	04/01/19	503.77 107A	PROBUILD COMPANY LLC			92569	TENANT REPAIRS	147.49	
						92602	INVENTORY	28.83	
						92603	INVENTORY	39.31	
						92667	DECK TO PORTABLE	7.60	
						92668	DECK TO PORTABLE	54.05	
						92669	RPR GREASE TRAP	261.16	
								89.46	

Attachment A

DATE 05/02/19 11:01

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
CHECK JOURNAL DETAIL BY CHECK NUMBER
ALL CHECKS FOR ACCOUNTS PAYABLE

PAGE 3

DATE: 04/01/19 THRU 04/30/19

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	VENDOR TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
64989	04/01/19	22,868.49	003024	RICOH USA, INC CA		92670	RPR GREASE TRAP	23.36	
64990	04/01/19	267.66	215	RICOH USA, INC. TX		92686	VERNON COPIER 006795	22,868.49	
64991	04/01/19	864.23	003154	ROMAINE ELECTRIC CORP		92688	4/3-5/2 RENTAL C/S	267.66	
64992	04/01/19	622.25	045	ROYAL WHOLESALE ELECTRIC		92626	INVENTORY	1,212.46	
64993	04/01/19	230.41	135	SANTA CRUZ AUTO PARTS, INC.		92674	CREDIT	-348.23	
64994	04/01/19	1,019.92	003292	SLINGSHOT CONNECTIONS LLP		92665	POWER TO PORTABLE	214.96	
64995	04/01/19	220.17	115	SNAP-ON INDUSTRIAL		92666	POWER TO PORTABLE	407.29	
64996	04/01/19	432.90	001976	SPORTWORKS NORTHWEST, INC.		92652	RPR VEH # 501	102.55	
64997	04/01/19	1,463.25	003285	THE AFTERMARKET PARTS CO LLC		92653	INVENTORY ORDER	127.86	
64998	04/01/19	356.39	003010	TOYOTA MATERIAL HANDLING	7	92572	TEMP W/E 02/03/19	1,019.92	
64999	04/01/19	797.95	003037	TYCO FIRE & SECURITY MGMT INC		92660	SOFTWARE UPDATE	220.17	
65000	04/01/19	48.98	007	UNITED PARCEL SERVICE		92620	INVENTORY	432.90	
65001	04/01/19	5,552.15	002829	VALLEY POWER SYSTEMS, INC.		92614	LIGHT SIGNAL 7" RND	204.81	
65002	04/01/19	1,221.12	434	VERIZON WIRELESS	0	92615	PARTS	1,208.29	
65003	04/01/19	5,051.57	001353	VISION COMMUNICATIONS		92655	INVENTORY ORDER	50.15	
65004	04/01/19	9,834.24	001043	VISION SERVICE PLAN		92631	MAINTENANCE SERVICES	166.75	
65005	04/02/19	646.10	E441	CASTILLO, ANTONIO		92632	SERVICE	189.64	
65006	04/08/19	49.42	002941	AA SAFE & SECURITY CO		92647	04/01 - 6/30/19 WTC	240.17	
65007	04/08/19	261.72	003151	ABC BUS INC		92648	4/01 - 6/30/19 SVT	226.04	
65008	04/08/19	30.64	002861	AMERICAN MESSAGING SVCS, LLC		92649	04/01 - 06/30 SMC	331.74	
65009	04/08/19	2,652.68	002802	BATTERY SYSTEMS CORP		92627	SHIPMENT SRVC CHRNG	48.98	
65010	04/08/19	22.98	580	BLOCK AND COMPANY, INC.		92625	INVENTORY	106.11	
65011	04/08/19	504.25	914	CALTRONICS BUSINESS SYSTEMS		92637	RPR VEH#9823	4,646.84	
65012	04/08/19	375.00	003188	CAREERS IN GOVERNMENT INC		92640	RPR VEH#1001	799.20	
65013	04/08/19	680.00	001346	CITY OF SANTA CRUZ-FINANCE		92609	02/13-03/12 WIFI	912.24	
65014	04/08/19	38.00	667	CITY OF SCOTT'S VALLEY		92690	2/2-3/1 PARACRUZ	308.88	
65015	04/08/19	1,498.72	130	CITY OF WATSONVILLE UTILITIES		92575	INST RADIO 1212,1213	550.00	
						92685	3 HANDHELD XPR7550	4,501.57	
						92735	APR 19 VISION	9,834.24	
						92760	TRAVEL REIMBURSEMENT	646.10	
						92727	KEYS	49.42	
						92834	INVENTORY ORDER	130.86	
						92726	INVENTORY ORDER	130.86	
						92764	APR 19 PAGER	30.64	
						92765	BATTERIES	1,402.23	
						92705	BATTERIES	1,250.45	
						92702	OFFICE SUPPLIES	22.98	
						92824	OFFICE SUPPLIES	504.25	
						92803	JOB PLACEMENT AD	375.00	
						92819	QTRLY PARK DEF FEES	170.00	
						92802	QTRLY PARKING FEES	510.00	
						92712	2019 FIRE ALARM REG	38.00	
						92713	2/19-3/18 WTC	81.33	
						92714	2/19-3/19 WTC	431.94	
						92725	3/21/19 SOLID WASTE	936.30	
							2/19-3/19 WATER WTC	49.15	

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
CHECK JOURNAL DETAIL BY CHECK NUMBER
ALL CHECKS FOR ACCOUNTS PAYABLE

DATE: 04/01/19 THRU 04/30/19

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
65016	04/08/19	690.75 733	CLAREMONT EAP	92849	APRIL 19 EAP	690.75			
65017	04/08/19	36,761.60 001124	CLEAN ENERGY	92778	LNG 03/07/19	7,811.42			
				92779	LNG 03/11/19	7,579.97			
				92780	LNG 03/13/19	7,655.61			
				92781	LNG 03/15/19	5,975.04			
				92782	LNG 03/19/19	7,739.56			
65018	04/08/19	228.53 075	COAST PAPER & SUPPLY INC.	92773	CLEANING SUPPLIES	109.36			
				92845	INVENTORY ORDER	119.17			
65019	04/08/19	18,170.00 003034	COASTAL LANDSCAPING INC. DBA	92770	LANDSCAPING VERNON	5,000.00			
				92771	LANDSCAPING VERNON	1,480.00			
				92772	MAINTENANCE 04/01/19	2,890.00			
				92804	LANDSCAPING VERNON	8,800.00			
65020	04/08/19	192.50 367	COMMUNITY TELEVISION OF	92699	BOD MEETING 2/22/19	192.50			
65021	04/08/19	3,026.78 003116	CUMMINS PACIFIC LLP	92747	RPR VEH #1306	2,777.05			
				92788	CORE CREDIT	-34.15			
				92789	CORE CREDIT	-273.13			
				92846	INVENTORY ORDER	557.01			
65022	04/08/19	346.90 E443	CURREA, JULIO	92852	TRAVEL EXPENSES	346.90			
65023	04/08/19	5,000.00 003250	DAVID G JENSEN S3 INC	92736	1/1-03/31 CONSULTING	5,000.00			
65024	04/08/19	5,803.39 003274	EAST BAY TIRE CO.	92728	TIRES	1,068.60			
				92729	TIRES	1,068.60			
				92730	TIRES	3,107.48			
				92741	TIRES	558.71			
65025	04/08/19	590.00 003407	ENDEAVOR BUSINESS MEDIA LLC	92821	MAR JOB PLACEMENT AD	590.00			
65026	04/08/19	1,790.78 432	EXPRESS SERVICES INC.	92796	TEMP W/E 03/17/19	1,293.98			
				92774	RPR PLUMBING	496.80			
65027	04/08/19	29.95 001172	FERGUSON ENTERPRISES INC. #795	92774	RPR PLUMBING	29.95			
65028	04/08/19	514.28 002295	FIRST ALARM SECURITY & PATROL	92795	02/01-02/28/19	514.28			
65029	04/08/19	285.90 001189	GARY KENVILLE LOCKSMITH	92805	RPR LOCK WMF	285.90			
65030	04/08/19	607.02 647	GENFARE A DIV OF SPX CORP	92832	INVENTORY ORDER	607.02			
65031	04/08/19	703.68 282	GRAINGER	92750	FIRST AID SUPPLIES	269.94			
				92763	PUMP FOR SHOP	136.56			
				92806	STOCK SUPPLY FOR FAC	96.48			
				92807	STOCK SUPPLY FAC	175.68			
65032	04/08/19	15,374.36 001745	HARTFORD LIFE AND ACCIDENT INS	92808	STOCK SUPPLIES FAC	25.02			
				92850	APRIL 19 LTD	10,686.95			
				92851	APRIL 19 AD&D	4,687.41			
65033	04/08/19	101.15 166	HOSE SHOP, THE INC	92696	RPR VEH #2805	74.41			
				92697	RPR HOSE BAY #1	26.74			
65034	04/08/19	4,225.63 002979	HUNT & SONS, INC.	92767	INVENTORY ORDER	2,413.25			
				92768	INVENTORY ORDER	1,812.38			
65035	04/08/19	1,181.26 003327	IO, RODNEY H	92749	RPR VEH #714	1,181.26			
65036	04/08/19	498.50 133	JOBS AVAILABLE	92823	JOB PLACEMENT AD	498.50			
65037	04/08/19	245.49 1117	KELLEY'S SERVICE INC.	92581	INVENTORY ORDER	157.43			
				92676	CREDIT	-205.04			
				92748	RPR VEH #1116 PC	211.95			

Attachment A

DATE 05/02/19 11:01

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
CHECK JOURNAL DETAIL BY CHECK NUMBER
ALL CHECKS FOR ACCOUNTS PAYABLE

PAGE 5

DATE: 04/01/19 THRU 04/30/19

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
65038	04/08/19	490.00	KISMET	7	92792	VEH 717 PARTS ORDER	81.15	
65039	04/08/19	46.00	KRAUSE, ROBERT GEORGE		92710	CPR FIRST AID TRAINI	490.00	
65040	04/08/19	680.00	LAW OFFICES OF MARIE F. SANG	7	92704	DMV RENEWAL	46.00	
65041	04/08/19	315.24	MAILFINANCE INC		92826	WC ATTORNEY FEES	680.00	
65042	04/08/19	18,904.72	MANSFIELD OIL CO OF GAINSVILLE		92761	LEASE ADM 2/28-3/27	157.62	
65043	04/08/19	180.00	MAXIMUM OIL SERVICE LLC		92762	LEASE ADM 3/28-4/27	18,904.72	
65044	04/08/19	542.40	MESITI-MILLER ENGINEERING, INC 0		92783	03/20/19 DIESEL	180.00	
65045	04/08/19	1,373.20	MID VALLEY SUPPLY INC.		92751	WASTE OIL	180.00	
65046	04/08/19	430.42	MISSION UNIFORM		92737	ENGINEERING VERNON	542.40	
					92753	INVENTORY ORDER	1,192.28	
					92775	CLEANING SUPPLIES	180.92	
					92731	CUSTODIAL SUPPLIES	10.50	
					92732	CUSTODIAL SUPPLIES	10.50	
					92733	CUSTODIAL SUPPLIES	10.50	
					92734	CUSTODIAL SUPPLIES	10.50	
					92752	CUSTODIAL SUPPLIES	34.50	
					92755	UNIFORMS	59.91	
					92756	UNIFORMS	36.00	
					92793	LAUNDRY SERVICE	50.00	
					92794	UNIFORM SERVICE	208.01	
65047	04/08/19	27.31	NIDAL HALABI & NADA ALGHARIB		92691	NAME PLATE	27.31	
65048	04/08/19	182.86	PACIFIC GAS & ELECTRIC		92809	2/26-3/26 1122 RIVER	182.86	
65049	04/08/19	239.98	PALACE ART & OFFICE SUPPLY		92754	OFFICE SUPPLIES	103.36	
					92757	OFFICE SUPPLIES	101.58	
					92758	OFFICE SUPPLIES	35.04	
65050	04/08/19	1,895.00	PEDALERS EXPRESS	7	92701	FEB 19 COURIER SVC	1,895.00	
65051	04/08/19	3,614.25	POLAR RADIATOR SERVICE INC		92743	RPR VEH #2812	200.00	
					92744	RPR VEH #2813	200.00	
					92745	RPR SPARE TANK	200.00	
					92847	RPR VEH #2801	3,014.25	
65052	04/08/19	189.78	POWR-FLITE		92694	INVENTORY ORDER	45.57	
65053	04/08/19	1,395.00	PREFERRED PLUMBING, INC.		92695	INVENTORY ORDER	144.21	
					92776	RPR 920 PACIFIC AVE	812.50	
					92777	RPR 920 PACIFIC AVE	582.50	
65054	04/08/19	700.82	PROBUILD COMPANY LLC		92797	AWNING C/S	139.85	
					92798	AWING C/S	155.31	
					92799	RPR GREASE TRAP	15.88	
					92800	INVENTORY ORDER	136.11	
					92801	GRAFFITI ABATEMENT	60.75	
					92812	RPR SUPPLIES SMC	12.65	
					92813	AWINING SMC PORTABLE	6.40	
					92814	RPR SUPPLIES SMC	36.03	
					92815	SUPPLIES SMC SUITE 4	91.49	
					92816	SUPPLIES SMC SUITE 4	19.59	
					92817	SUPPLIES SMC SUITE 4	26.76	
65055	04/08/19	96.27	PYE, GINA		92700	REIMBURSEMENT	96.27	

Attachment A

DATE 05/02/19 11:01

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
CHECK JOURNAL DETAIL BY CHECK NUMBER
ALL CHECKS FOR ACCOUNTS PAYABLE

PAGE 6

DATE: 04/01/19 THRU 04/30/19

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
65056	04/08/19	003020	332.15	QUEST DIAGNOSTIC INC.		92827	MEDICAL DRUG TESTING	332.15	
65057	04/08/19	001153	639.17	REPUBLIC ELEVATOR COMPANY INC		92810	APRIL 19 ELEV MAINT	639.17	
65058	04/08/19	003024	1,197.56	RICOH USA, INC CA		92693	3/24-3/23/20 FLEET	1,197.56	
65059	04/08/19	003439	5,740.93	ROBERT WILLIAMSON		92742	RPR VEH #1303	5,740.93	
65060	04/08/19	003154	2,610.80	ROMAINE ELECTRIC CORP		92828	INVENTORY ORDER	2,610.80	
						92829	INVENTORY CREDIT	-2,610.80	
						92830	INVENTORY ORDER	2,071.38	
65061	04/08/19	0265	195.00	SAN MATEO COUNTY TRANSIT DIST.		92831	INVENTORY ORDER	539.42	
65062	04/08/19	0135	220.87	SANTA CRUZ AUTO PARTS, INC.		92848	TRAINING FEES	195.00	
						92766	BED ARMOR KIT	105.75	
						92791	INV/NONINV ORDER	115.12	
65063	04/08/19	002917	25,846.71	SANTA CRUZ METRO TRANSIT W/C		92854	FEB 19 W/C REPLENISH	-13,629.77	
						92855	MAR 19 W/C REPLENISH	39,476.48	
65064	04/08/19	0079	11,900.08	SANTA CRUZ MUNICIPAL UTILITIES		92715	2/6-3/6 WATER OPS	276.53	
						92716	2/6-3/6 RIVER IRRIG	11.36	
						92717	2/6-3/6 GOLF CLUB	11.25	
						92718	2/6-3/6 PACIFIC	55.30	
						92719	2/6-3/6 PACIFIC	4,413.49	
						92720	2/6-3/6 FRONT-SOQUEL	1,050.60	
						92721	2/6-3/6 RIVER #B	3,579.50	
						92722	2/6-3/6 GOLF CLUB	1,372.39	
						92723	2/6-3/6 VERNON	516.49	
						92724	2/6-3/6 VERNON IRRIG	12.40	
						92769	02/12-03/12/19	600.77	
65065	04/08/19	001292	160.00	SANTA CRUZ RECORDS MNGMT INC		92709	MAR 18 SHREDDING PC	80.00	
						92811	SHREDDING 1200 RIVER	80.00	
65066	04/08/19	003434	2,670.56	SERVPRO OF SANTA CRUZ/SANTA CL		92711	RPR C/S INFO BOOTH	2,670.56	
65067	04/08/19	003292	1,688.72	SLINGSHOT CONNECTIONS LLP		92703	TEMP W/E 3/17/19	1,070.08	
						92820	TEMP W/E 03/24/19	618.64	
65068	04/08/19	0115	829.42	SNAP-ON INDUSTRIAL		92740	SCAN TOOL UPDATE	829.42	
65069	04/08/19	003285	5,283.78	THE AFTERMARKET PARTS CO LLC		92746	INVENTORY ORDER	60.46	
						92784	RPR VEH #2808	11.52	
						92785	RPR VEH #2808	-11.52	
						92786	COIL HEATER	-199.44	
						92787	INVENTORY ORDER	1,408.43	
						92835	INVENTORY ORDER	155.19	
						92836	INVENTORY ORDER	33.92	
						92837	INVENTORY ORDER	34.28	
						92838	INVENTORY ORDER	351.39	
						92839	INVENTORY ORDER	187.97	
						92853	ARTICS 2322, 2333	486.16	
65070	04/08/19	003242	486.16	THE JANEK CORPORATION		92833	RPR ELECTRONICS	486.16	
65071	04/08/19	001190	310.00	TRANSIT TALENT.COM LLC	7	92822	JOB PLACEMENT AD	310.00	
65072	04/08/19	007	42.84	UNITED PARCEL SERVICE		92692	FREIGHT	42.84	
65073	04/08/19	002829	3,669.96	VALLEY POWER SYSTEMS, INC.		92738	INVENTORY ORDER	52.43	
						92739	INVENTORY ORDER	465.16	

Attachment A

DATE 05/02/19 11:01

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
CHECK JOURNAL DETAIL BY CHECK NUMBER
ALL CHECKS FOR ACCOUNTS PAYABLE

PAGE 7

DATE: 04/01/19 THRU 04/30/19

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
65074	04/08/19	3,148.98	001353	VISION COMMUNICATIONS		92706	RPR KITE HILL EQUIP	3,148.98	
65075	04/08/19	167.16	001165	VU, THANH DR. MD	7	92707	DMV EXAM	75.00	
65076	04/08/19	275.00	003316	WATER TECH SPECIALTIES INC		92708	DMV EXAM	92.16	
65077	04/08/19	72.00	003290	WORKFORCEQA LLC		92818	MAR 19 CHEM TESTING	275.00	
65078	04/15/19	261.72	003151	ABC BUS INC		92825	DOT MRO SERVICES	72.00	
65079	04/15/19	518.00	003089	ACTION AUTO GLASS DBA FOR		92868	INVENTORY ORDER	130.86	
65080	04/15/19	3,760.00	003398	ACTS - ALLIANCE CAREER		92890	INVENTORY ORDER	130.86	
65081	04/15/19	222.49	002828	ALLIED ELECTRONICS		92935	RPR VEH# FC1701	518.00	
65082	04/15/19	573.33	001D	AT&T		92940	TRAINING EXCEL 1	2,115.00	
65083	04/15/19	997.22	003105	AT&T MOBILITY		92941	TRAINING EXCEL 2	1,645.00	
65084	04/15/19	4,927.41	001348	ATHENS INSURANCE SERVICE, INC.		92942	INVENTORY ORDER	222.49	
65085	04/15/19	1,224.00	003271	AUTO CARE TOWING		92943	03/01-03/31/19	573.33	
65086	04/15/19	174.00	003199	B & H FOTO & ELECTRONICS CORP		92872	MAR19 TPA FEE	997.22	
65087	04/15/19	1,267.94	001356	BRENCO OPERATING-TEXAS, LP		92873	TOWING VEH# 1005	504.00	
65088	04/15/19	1,507.39	914	CALTRONICS BUSINESS SYSTEMS		92874	TOWING VEH# 2303	360.00	
65089	04/15/19	116.48	003373	CITY OF SANTA CRUZ FINANCE RRF		92905	INCREASE WIFI COVER	174.00	
65090	04/15/19	6,504.47	001124	CLEAN ENERGY		92867	INVENTORY ORDER	1,267.94	
65091	04/15/19	193.56	E957	CLIFFORD, ALEX		92908	OFFICE SUPPLIES	1,507.39	
65092	04/15/19	14,942.18	003034	COASTAL LANDSCAPING INC. DBA		92911	MAR 19 LANDFILL	116.48	
65093	04/15/19	5,630.46	003116	CUMMINS PACIFIC LLP		92866	03/21/19 LNG CHARGES	6,504.47	
65094	04/15/19	80.25	001206	DELTA GLASS		92981	TRAVEL EXPENSES	193.56	
65095	04/15/19	367.00	002567	DEPARTMENT OF JUSTICE		92910	LANDSCAPING@ VER SVT	14,942.18	
65096	04/15/19	715.53	003341	DYNAMIC SECURITY TECH INC		92893	INVENTORY ORDER	2,109.99	
65097	04/15/19	665.70	003274	EAST BAY TIRE CO.		92894	RPR VEH# 2809	97.77	
65098	04/15/19	191.36	E980	EUSSE-GIL, ANDREA		92895	RPR VEH# 2808	713.93	
65099	04/15/19	9,814.35	432	EXPRESS SERVICES INC.		92962	RPR VEH# 1005	2,777.05	
						92977	CORE CREDIT	-68.28	
						92965	BULLETIN BOARD PCRUZ	80.25	
						92875	FEB19 FINGERPRINTING	367.00	
						92907	INTERCOM @ VERNON	715.53	
						92952	TPMS REBUILD KIT	65.00	
						92953	TPMS REBUILD KIT	65.00	
						92954	VALVE EXT PARACRUZ	286.78	
						92955	FLAT REPAIR	44.92	
						92956	TIRE DISPOSAL	204.00	
						92976	TRAVEL EXPENSES	191.36	
						92876	W/E 03/10/19 TEMP	1,600.00	
						92877	W/E 03/31/19 TEMP	901.80	

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
CHECK JOURNAL DETAIL BY CHECK NUMBER
ALL CHECKS FOR ACCOUNTS PAYABLE

DATE: 04/01/19 THRU 04/30/19

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
65100	04/15/19		14,656.76	FLYERS ENERGY LLC		92878	W/E 03/31/19 TEMP	1,149.20	
						92886	W/E 03/17/19 TEMP	512.00	
						92888	W/E 03/31/19 TEMP	1,242.00	
						92899	W/E 03/31/19 TEMP	1,600.00	
						92934	W/E 03/31 TEMP	400.95	
						92946	W/E 03/24/19 TEMP	1,242.00	
						92978	W/E 3/24/19 TEMP	1,166.40	
						92870	3/16-3/31 FUEL	2,580.97	
						92909	DIESEL FOR GENERATOR	2,664.36	
						92951	3/31 PARACRUZ FUEL	9,411.43	
						92898	REKEY VERNON	100.00	
					7	92948	INVENTORY ORDER	1,464.85	
						92949	INVENTORY ORDER	1,198.03	
						92944	SCHEDULING TRAINING	13,600.00	
						92864	ADAPTER SHOP BATTERY	68.66	
						92865	GLOVES & STAPLES	181.34	
						92900	BLADE PLUG BATT SHOP	11.69	
						92936	ROLL CARTS FOR SHOP	119.89	
						92966	STOCK DRAIN VALVE	127.03	
						92967	STOCK ITEM FOR FAC	127.97	
						92912	RPR GREASE TRAP @SMC	17.91	
						92914	MAR19 MT HERMON KING	21.72	
						92915	MAR19 246 KINGS VILL	278.49	
						92916	MAR19 RESEARCH PARK	358.89	
						92917	MAR19 BOULDER CREEK	175.08	
						92918	MAR19 AIRPRT/FREEDOM	58.36	
						92919	MAR19 LOMOND & HIGHW	58.36	
						92920	MAR19 BIG BASIN	58.36	
						92922	MAR19 FREEDM/BOWKER	58.36	
						92922	MAR19 2400 FREEDOM	58.36	
						92921	MAR19 GREEN VALLEY	58.36	
						92790	CORE CREDIT	-4,340.00	
						92931	INVENTORY ORDER	8,854.55	
						92869	INVENTORY ORDER	190.84	
						92963	INVENTORY ORDER	22.94	
						92979	CREDIT REPLACE BATT	-81.15	
						92857	LAUNDRY SERVICE	10.50	
						92901	LAUNDRY SERVICE	34.50	
						92937	UNIFORM SERVICE	36.00	
						92937	LAUNDRY SERVICE	50.00	
						92938	UNIFORM SERVICE	208.01	
						92885	### ### 1598	200.00	
						92897	2/26-3/25 TVM WIRE	109.98	
						92924	2/25-3/25 VERNON	4,455.48	
						92925	2/25-3/25 1122 RIVER	1,932.88	
						92926	2/25-3/25 138 GOLF	5,454.19	
65107	04/15/19		4,514.55	JASPER WELLS LLC		92923	MAR19 BOULDER CREEK	58.36	
65108	04/15/19		132.63	KELLEY'S SERVICE INC.		92923	MAR19 AIRPRT/FREEDOM	58.36	
65109	04/15/19		339.01	MISSION UNIFORM		92923	MAR19 LOMOND & HIGHW	58.36	
65110	04/15/19		200.00	NEOFUNDS BY NEOPOST DBA		92923	MAR19 BIG BASIN	58.36	
65111	04/15/19		109.98	NEXTEL COMMUNICATIONS/SPRINT		92923	MAR19 FREEDM/BOWKER	58.36	
65112	04/15/19		11,842.55	PACIFIC GAS & ELECTRIC		92923	MAR19 2400 FREEDOM	58.36	

Attachment A

DATE 05/02/19 11:01

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
CHECK JOURNAL DETAIL BY CHECK NUMBER
ALL CHECKS FOR ACCOUNTS PAYABLE

PAGE 9

DATE: 04/01/19 THRU 04/30/19

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
65113	04/15/19	258.62 043		PALACE ART & OFFICE SUPPLY		92859	OFFICE SUPPLIES	22.05	
						92860	OFFICE SUPPLIES	210.24	
65114	04/15/19	1,725.00 002947		PEDALERS EXPRESS	7	92861	OFFICE SUPPLIES	26.33	
65115	04/15/19	312.50 481		PIED PIPER EXTERMINATORS, INC.		92887	MAR 19 COURIER SERV	1,725.00	
						92902	APR19 PEST SERV WTC	77.50	
						92903	APR19 PEST SRV RIVER	105.00	
						92904	APR19 PEST SERV GOLF	67.50	
						92947	APR 19 PEST SERVICE	62.50	
65116	04/15/19	219.82 107A		PROBUILD COMPANY LLC		92880	RPR GREASE TRAP @SMC	16.17	
						92881	RPR GREASE TRAP @SMC	38.81	
						92968	RPR GREASE TRAP @SMC	36.03	
						92969	RPR GREASE TRAP @SMC	18.02	
						92970	TAPE PORTABLE @ CS	39.29	
						92971	TAPE PORTABLE @ CS	15.52	
						92972	ELECTRICAL PARTS	33.38	
						92973	LIGHT SENSOR	22.60	
65117	04/15/19	1,405.50 002803		PURSELL CONSTRUCTION INC.		92879	FLOODLIGHTS BUS WASH	1,405.50	
65118	04/15/19	255.50 003020		QUEST DIAGNOSTIC INC.		92862	DRUG TEST 2/27-3/19	255.50	
65119	04/15/19	287.00 003024		RICOH USA, INC CA		92856	MARCH 19 COPY MAINT	110.17	
						92858	3/14-4/13 COPY MAINT	66.66	
65120	04/15/19	264.57 135		SANTA CRUZ AUTO PARTS, INC.		92945	APR19 COPIER MAINT	110.17	
						92871	INVENTORY ORDER	22.66	
						92896	INVENTORY ORDER	241.91	
65121	04/15/19	35,384.60 001253		SANTA CRUZ COUNTY REGIONAL		92961	BUS ON SHOULDER	35,384.60	
65122	04/15/19	40.64 002459		SCOTT'S VALLEY WATER DISTRICT		92913	MAR19 SVT REC WATER	40.64	
65123	04/15/19	1,800.00 001277		SJB GLOBALNET, INC.		92906	APR19 IT SERVICES	1,800.00	
65124	04/15/19	1,212.31 003285		THE AFTERMARKET PARTS CO LLC		92891	RPR VEH# 2311	272.21	
						92892	RPR VEH# 1305	382.44	
						92927	RPR VEH# 1303	23.21	
						92928	RPR VEH# 1303	4.44	
						92929	INVENTORY ORDER	267.31	
						92930	RPR VEH# 1305	262.70	
65125	04/15/19	983.89 001800		THERMO KING OF SALINAS, INC		92889	INVENTORY ORDER	983.89	
65126	04/15/19	89.34 007		UNITED PARCEL SERVICE		92932	FREIGHT	89.34	
65127	04/15/19	154.44 003093		UPS FREIGHT		92960	FREIGHT	154.44	
65128	04/15/19	852.09 002829		VALLEY POWER SYSTEMS, INC.		92863	INVENTORY ORDER	37.91	
						92957	RPR VEH# 9823	27.24	
						92958	RPR VEH #9823	69.00	
						92959	INVENTORY ORDER	892.74	
						92980	CORE CREDIT	-174.80	
65129	04/15/19	221.22 434		VERIZON WIRELESS	0	92974	03/2-04/01 WIRELESS	221.22	
65130	04/15/19	2,933.84 003435		WILLIAMS SCOTSMAN, INC.		92964	TEMP OFFICE SPC@ SMC	2,933.84	
65131	04/15/19	182.44 147		ZEE MEDICAL SERVICE CO.		92882	SUPPLIES @ VER	63.64	
						92883	SUPPLIES @ OPS	57.03	
						92884	SUPPLIES @ MMF	61.77	
65132	04/22/19	720.44 001122		4IMPRINT		93035	NEW HIRE ORIENTATION	720.44	

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
CHECK JOURNAL DETAIL BY CHECK NUMBER
ALL CHECKS FOR ACCOUNTS PAYABLE

DATE: 04/01/19 THRU 04/30/19

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
65133	04/22/19	48.49	AA SAFE & SECURITY CO		92988	LOCK BULLETIN @ PRC	48.49	
65134	04/22/19	110.12	ABC BUS INC		92990	INVENTORY ORDER	110.12	
65135	04/22/19	1,572.14	ACCOUNTEMPS A ROBERT HALF CO		93038	W/E 03/29/19 TEMP	740.64	
					93039	W/E 04/05/19 TEMP	831.50	
65136	04/22/19	889.38	AT&T		93105	03/10-04/09	889.38	
65137	04/22/19	5,074.25	ATHENS INSURANCE SERVICE, INC.		93037	APR19 TPA FEE	5,074.25	
65138	04/22/19	113.40	AUTO CARE TOWING		93103	TOWING VEH# PC1127	113.40	
65139	04/22/19	73.61	B & B SMALL ENGINE CORP		93049	HARDWARE FOR GRAFFIT	73.61	
65140	04/22/19	2,077.50	BOWMAN & WILLIAMS INC		92982	MAR19 PACIFIC STATIO	2,000.00	
					93033	GOLF FIRE ACCESS	77.50	
65141	04/22/19	274.64	CAIG LABORATORIES INC.		93001	INVENTORY ORDER	274.64	
65142	04/22/19	375.44	CALIFORNIA DEPARTMENT OF TAX		93010	Q1 JAN-MAR19 DIESEL	375.44	
65143	04/22/19	25,758.16	CALTIP		93026	MAR 19 CODE=5.00	25,758.16	
65144	04/22/19	10,500.00	CAPITALEDDGE ADVOCACY, INC.		93123	APR 19 PROF SERVICES	5,250.00	
					93124	MAR 19 PROF SERVICES	5,250.00	
65145	04/22/19	170.43	CITY OF SCOTTS VALLEY		93104	1/16-3/15 246 KINGS	170.43	
65146	04/22/19	54.35	CITY OF WATSONVILLE UTILITIES		93115	3/12-4/9 RODRIGUEZ	54.35	
65147	04/22/19	12,955.38	CLASSIC GRAPHICS		93007	REPAINT BUS 2810	6,477.69	
					93008	REPAINT BUS #2236	6,477.69	
65148	04/22/19	18,466.65	CLEAN ENERGY		93012	03/25/19 LNG CHARGES	7,180.63	
					93013	03/27/19 LNG CHARGES	6,474.98	
65149	04/22/19	20,046.18	COASTAL LANDSCAPING INC. DBA		93014	03/29/19 LNG CHARGES	4,811.04	
65150	04/22/19	24,477.10	CUMMINS PACIFIC LLP		93036	LANDSCAPING VERNON	20,046.18	
					92999	REAR MAIN CAMPAIGN	1,830.10	
					93005	RPR VEH# 1203	4.93	
					93018	RPR VEH# 1206	17,508.18	
					93069	INVENTORY ORDER	1,559.10	
					93070	RPR VEH# 1203	3,552.84	
65151	04/22/19	1,350.00	DEANE INDUSTRIAL MACHINING		93071	REAR MAIN CAMPAIGN	21.95	
65152	04/22/19	2,992.02	EAST BAY TIRE CO.		93087	EXHAUST MAINFOLD SET	1,350.00	
					93093	TIRES	1,035.83	
					93094	TIRES	1,035.83	
					93095	TIRES	460.18	
					93096	TIRES	460.18	
65153	04/22/19	525.00	EPICOR SOFTWARE CORP		93029	MAR19 PROF SERVICES	525.00	
65154	04/22/19	13,392.10	EXPRESS SERVICES INC.		93048	W/E 04/07/19 TEMP	901.80	
					93064	W/E 04/07/19 TEMP	1,242.00	
					93116	W/E 01/06 TEMP	256.00	
					93117	W/E 02/10/19 TEMP	256.00	
					93118	W/E 01/20/19 TEMP	256.00	
					93126	W/E 12/23/18 TEMP	1,324.80	
					93127	W/E 11/25/18 TEMP	1,059.84	
					93128	W/E 12/23/18 TEMP	541.08	
					93129	W/E 11/18/19 TEMP	721.44	
					93130	W/E 04/07/19 TEMP	1,600.00	
					93131	W/E 03/24/19 TEMP	1,600.00	

Attachment A

DATE 05/02/19 11:01

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
CHECK JOURNAL DETAIL BY CHECK NUMBER
ALL CHECKS FOR ACCOUNTS PAYABLE

PAGE 11

DATE: 04/01/19 THRU 04/30/19

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
65155	04/22/19	1,734.72	002962	FIS		93132	W/E 03/24/19 TEMP	721.44	
65156	04/22/19	46.71	002952	FLYERS ENERGY LLC		93133	W/E 03/24/19 TEMP	1,149.20	
65157	04/22/19	9,391.26	001302	GARDA CL WEST, INC.		93135	W/E 04/07/19 TEMP	1,762.50	
65158	04/22/19	574.48	647	GENFARE A DIV OF SPX CORP		93061	MAR 19 MERCHANT FEES	1,734.72	
65159	04/22/19	1,281.97	282	GRAINER		93088	PROPANE FOR FORKLIFT	46.71	
						93059	APR 19 SERVICES	298.00	
						93060	APR 19 VAULT SERVICE	9,093.26	
						92986	PRP TVM COMPUTER	574.48	
						92987	STOCK SUPPLIES FAC	156.05	
						93003	INVENTORY ORDER	770.74	
						93004	INVENTORY ORDER	32.39	
						93047	THREADED STEEL,HELIC	77.02	
						93089	STOCK INV PAINT	25.30	
						93090	HELICAL INSERT	8.33	
						93091	HOT WATER HOSE	21.62	
						93092	AC FILTER FOR SHOP	95.26	
						93052	AC FILTER	95.26	
65160	04/22/19	49,885.20	003109	HANSON BRIDGETT LLP		93053	MAR 19 RETAINER	24,000.00	
						93054	M# 032117.006001	861.00	
						93055	M# 032117.006012	21,602.00	
						93056	M# 032117.006013	1,053.90	
						93057	M# 032117.006014	760.80	
						93058	M# 032117.006015	1,007.50	
						93125	M# 032117.008001	600.00	
						93046	TRAVEL EXPENSES	84.59	
						92991	PRESSURE WASH HOSE	38.79	
						92992	INVENTORY ORDER	12,539.75	
						93072	INVENTORY ORDER	1,561.76	
						93002	INV ORDER TRANSMISSI	4,535.36	
						93097	INVENTORY ORDER	228.22	
						93011	INVENTORY ORDER	79.53	
						92993	APR19 PAYMENT #17	23,627.38	
						93045	NON INVENTORY ORDER	222.18	
						93009	STOCK SUPPLIES FAC	108.15	
						93027	19000436	1,717.00	
						93031	200110338,2002103414	1,241.00	
						93134	04/01-03/20 ANNUAL	27,617.26	
						93062	LEGAL SERVICES	19,152.00	
						93016	MAY 19 RENT	2,155.21	
						93017	LAUNDRY SERVICE	50.00	
						93043	UNIFORM SERVICE	258.86	
						93051	LAUNDRY SERVICE	34.50	
						93006	RIDERSHIP SURVEY	8,228.66	
						93102	RPR VEH# FC1704	6.80	
						93034	INVENTORY ORDER	57.85	
							3/1/-3/29 1200 RIVER	4,452.63	

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
CHECK JOURNAL DETAIL BY CHECK NUMBER
ALL CHECKS FOR ACCOUNTS PAYABLE

DATE: 04/01/19 THRU 04/30/19

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
65176	04/22/19	023	2,765.63	PACIFIC TRUCK PARTS, INC.		93106	3/1-3/29 920 PACIFIC	2,359.33	
65177	04/22/19	043	1,113.52	PALACE ART & OFFICE SUPPLY		93114	3/6-4/3 246 KINGS #T	57.04	
65178	04/22/19	481	286.00	PIED PIPER EXTERMINATORS, INC.		93084	INVENTORY ORDER	1,022.00	
65179	04/22/19	002927	339.90	PRAXAIR DISTRIBUTION, INC.		93085	INVENTORY ORDER	1,743.63	
65180	04/22/19	002939	36,470.50	PREFERRED BENEFIT		93065	SAFE DRIVER SUPPLIES	239.43	
65181	04/22/19	107A	91.93	PROBUILD COMPANY LLC		93066	SAFE DRIVER SUPPLIES	22.69	
65182	04/22/19	882	96.14	RANDY WEST	7	93120	OFFICE SUPPLIES	430.20	
65183	04/22/19	003154	1,420.26	ROMAINE ELECTRIC CORP		93121	OFFICE SUPPLIES ADMI	260.51	
65184	04/22/19	045	34.80	ROYAL WHOLESALE ELECTRIC		93122	OFFICE SUPPLIES ADMI	160.69	
65185	04/22/19	001379	3,206.25	SAFETY-KLEEN INC		92983	APR 19 VERNON SVC	190.50	
65186	04/22/19	135	224.97	SANTA CRUZ AUTO PARTS, INC.		93112	APR 19 SRV SMC KIOSK	40.00	
65187	04/22/19	002267	2,500.00	SHAW / YODER / ANTWIH, INC.		93113	APR 19 SVC METRO MAR	55.50	
65188	04/22/19	003292	1,019.92	SLINGSHOT CONNECTIONS LLP		93086	OXYGEN/ACETYLENE/STA	339.90	
65189	04/22/19	001075	15,604.25	SOQUEL III ASSOCIATES		93044	APR 19 DENTAL	36,470.50	
65190	04/22/19	002812	1,120.00	STRONGHOLD SECURITY INC.		92984	RPR GREASE TRAP @SMC	31.98	
65191	04/22/19	001040	166.04	TERRYBERRY CO., LLC		92985	RPR GREASE TRAP @SMC	18.54	
65192	04/22/19	003285	13,303.43	THE AFTERMARKET PARTS CO LLC		93042	GRAFITTI ABATEMENT	16.70	
						93111	RPR GREASE TRAP @SMC	24.71	
						93050	BUSINESS CARDS	96.14	
						93000	CAMPAIGN #1002,1003	710.13	
						93068	CAMPAIGN VEH# 1004	710.13	
						93107	ELECTRICAL SUPPLIES	34.80	
						93108	ELECTRICAL SUPPLIES	75.18	
						93109	CREDIT ELEC SUPPLIES	-75.18	
						93110	PARTS WASHERS @ MMF	3,206.25	
						93098	INVENTORY ORDER	46.57	
						93099	INVENTORY ORDER	179.87	
						93100	CREDIT RETURNED PART	-4.24	
						93101	PART ORDER VEH# 2230	2.77	
						93025	APR19 LEGISLATIVE	2,500.00	
						93030	W/E 03/31 TEMP	1,019.92	
						93063	MAY19 RENT RESEARCH	15,604.25	
						93032	SUPPORT RENEWAL	1,120.00	
						93119	EMPLOYEE AWARD	166.04	
						92994	INVENTORY ORDER	6.24	
						92995	RPR VEH# 2805	1,856.82	
						92996	RPR VEH# 2303	410.17	
						92997	RPR VEH# 2228	373.60	
						92998	RPR VEH# 2228	70.50	
						93076	COOL CMPNG 1001,1002	3,894.26	
						93077	COOL CAMPNG VARIOUS	1,325.43	
						93078	INVENTORY ORDER	39.28	
						93079	INVENTORY ORDER	87.48	
						93080	INVENTORY ORDER	2,418.12	
						93081	INVENTORY ORDER	303.25	
						93082	MID LIFE VEH# 1207	801.11	

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
CHECK JOURNAL DETAIL BY CHECK NUMBER
ALL CHECKS FOR ACCOUNTS PAYABLE

DATE: 04/01/19 THRU 04/30/19

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
65193	04/22/19	343.75	TOYOTA MATERIAL HANDLING	7	93083	RPR VEH# 1202	1,717.17	
65194	04/22/19	17,353.32	U.S. BANK		93015	RPR VEH# 700 FORKLIFT	343.75	
65195	04/22/19	73.04	UNITED PARCEL SERVICE		93136	*****-***-5056	17,353.32	
65196	04/22/19	659.15	VALLEY POWER SYSTEMS, INC.		93028	FREIGHT	73.04	
65197	04/22/19	542.16	VU, THANH DR. MD	7	93073	INVENTORY ORDER	218.22	
					93074	INVENTORY ORDER	379.04	
					93075	INVENTORY ORDER	61.89	
					93019	DMV RENEWAL	75.00	
					93020	DMV RENEWAL	75.00	
					93021	DMV RENEWAL	75.00	
					93022	DMV RENEWAL	75.00	
					93023	DMV RENEWAL	75.00	
					93024	DMV RENEWAL	92.16	
65198	04/22/19	1,865.26	WORKIN.COM, INC.		93040	JOB PLACEMENT AD	628.42	
65199	04/29/19	56.66	AA SAFE & SECURITY CO		93041	JOB PLACEMENT AD	1,236.84	
65200	04/29/19	3,246.34	ABC BUS INC		93178	LOCKBOX @ SMC	56.66	
					93151	INVENTORY ORDER	955.77	
					93188	INVENTORY ORDER	367.90	
					93189	INVENTORY ORDER	1,716.45	
					93256	INVENTORY ORDER	206.22	
65201	04/29/19	1,823.61	AT&T		93278	3/13-4/12 PT TO PT	1,823.61	
65202	04/29/19	1,483.36	B & B SMALL ENGINE CORP		93179	WOODCUTTER OIL	16.79	
65203	04/29/19	6,707.56	BATTERY SYSTEMS CORP		93185	GARDENING EQUIPMENT	1,466.57	
65204	04/29/19	175.00	BOWMAN & WILLIAMS INC		93171	BATTERIES FOR INVENT	3,903.13	
65205	04/29/19	3,669.74	BRENCO OPERATING-TEXAS, LP		93172	BATTERIES FOR INVENT	2,804.43	
65206	04/29/19	690.75	CLAREMONT EAP		93251	FEB EV CHARGE DESIGN	175.00	
65207	04/29/19	35,483.06	CLEAN ENERGY		93152	INVENTORY ORDER	3,669.74	
					93254	MAY 19 EPA PREMIUM	690.75	
					93141	APR 19 INSPECTION	14,842.00	
					93164	04/02/19 LNG CHARGES	7,421.33	
					93165	04/04/19 LNG CHARGES	6,342.32	
					93166	04/08/19 LNG CHARGES	6,877.41	
65208	04/29/19	1,837.92	COAST PAPER & SUPPLY INC.		93180	INVENTORY ORDER	1,318.76	
65209	04/29/19	6,745.63	COASTAL LANDSCAPING INC. DBA		93200	SCOTCHGUARD BUS SEAT	519.16	
65210	04/29/19	231.00	COMMUNITY TELEVISION OF		93262	LANDSCAPING VERNON	6,745.63	
65211	04/29/19	4,120.86	CUMMINS PACIFIC LLP		93177	3/22 MEETING COVERGE	231.00	
					93157	INVENTORY ORDER	57.01	
					93173	COMPRESSOR CAMPAIGN	3,959.19	
					93175	MIDLIFE VEH# 1207	176.82	
					93176	INV VARIOUS VEHs	269.25	
					93279	CORE CREDITS	-341.41	
65213	04/29/19	3,828.50	DOCTORS ON DUTY MEDICAL CLINIC		93203	DOT EXAM/DRUG TEST	32.50	
					93204	DOT EXAM/DRUG TEST	32.50	
					93205	DOT EXAM/DRUG TEST	32.50	
					93206	DOT EXAM/DRUG TEST	32.50	

Attachment A

DATE 05/02/19 11:01

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
CHECK JOURNAL DETAIL BY CHECK NUMBER
ALL CHECKS FOR ACCOUNTS PAYABLE

PAGE 14

DATE: 04/01/19 THRU 04/30/19

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	TRANSACTION COMMENT
						93207	DOT EXAM/DRUG TEST	152.50	
						93208	DOT EXAM/DRUG TEST	50.00	
						93209	DOT EXAM/DRUG TEST	120.00	
						93210	DOT EXAM/DRUG TEST	50.00	
						93211	DOT EXAM/DRUG TEST	152.50	
						93212	DOT EXAM/DRUG TEST	32.50	
						93213	DOT EXAM/DRUG TEST	32.50	
						93214	DOT EXAM/DRUG TEST	152.50	
						93215	DOT EXAM/DRUG TEST	32.50	
						93216	DOT EXAM/DRUG TEST	152.50	
						93217	DOT EXAM/DRUG TEST	32.50	
						93218	DOT EXAM/DRUG TEST	32.50	
						93219	DOT EXAM/DRUG TEST	32.50	
						93220	DOT EXAM/DRUG TEST	170.00	
						93221	DOT EXAM/DRUG TEST	152.50	
						93222	DOT EXAM/DRUG TEST	32.50	
						93223	DOT EXAM/DRUG TEST	32.50	
						93224	DOT EXAM/DRUG TEST	32.50	
						93225	DOT EXAM/DRUG TEST	32.50	
						93226	DOT EXAM/DRUG TEST	32.50	
						93227	DOT EXAM/DRUG TEST	75.00	
						93228	DOT EXAM/DRUG TEST	152.50	
						93229	DOT EXAM/DRUG TEST	52.50	
						93230	DOT EXAM/DRUG TEST	152.50	
						93231	DOT EXAM/DRUG TEST	93.00	
						93232	DOT EXAM/DRUG TEST	93.00	
						93233	DOT EXAM/DRUG TEST	93.00	
						93234	DOT EXAM/DRUG TEST	195.00	
						93235	DOT EXAM/DRUG TEST	75.00	
						93236	DOT EXAM/DRUG TEST	75.00	
						93237	DOT EXAM/DRUG TEST	75.00	
						93238	DOT EXAM/DRUG TEST	75.00	
						93239	DOT EXAM/DRUG TEST	75.00	
						93240	DOT EXAM/DRUG TEST	75.00	
						93241	DOT EXAM/DRUG TEST	32.50	
						93249	4/15/19 STATEMENT	764.00	
65214	04/29/19		4,628.00	ELECTRIC TIME COMPANY, INC		93140	CLOCK EQUIP @ WTC	4,628.00	
65215	04/29/19		121.00	ERGOMETRICS& APPLIED PERSONNEL		93247	PARATRANS OP TEST	121.00	
65216	04/29/19		8,581.92	EXPRESS SERVICES INC.		93137	W/E 12/30/18 TEMP	794.88	
						93182	W/E 04/14/19 TEMP	1,135.60	
						93183	W/E 04/14/19 TEMP	721.44	
						93184	W/E 04/14/19 TEMP	1,280.00	
						93242	W/E 3/24/19 TEMP	160.00	
						93244	W/E 04/14/19 TEMP	3,000.00	
						93250	W/E 04/14/19 TEMP	1,242.00	
						93277	W/E 04/14/19 TEMP	248.00	

Attachment A

DATE 05/02/19 11:01

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
CHECK JOURNAL DETAIL BY CHECK NUMBER
ALL CHECKS FOR ACCOUNTS PAYABLE

PAGE 15

DATE: 04/01/19 THRU 04/30/19

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
65217	04/29/19	38.68 001172	FERGUSON ENTERPRISES INC. #795	93139	RPR GREASE TRAP@SMC	38.68			
65218	04/29/19	2,478.45 002952	FLYERS ENERGY LLC	93161	4/1-4/15 NONREV FUEL	2,478.45			
65219	04/29/19	20,965.21 117	GILLIG LLC	93253	RECARO SEATS GILLING	19,992.75			
65220	04/29/19	598.04 282	GRAINGER	93261	INVENTORY ORDER	972.46			
65221	04/29/19	195.36 003223	JASPER WELLS LLC	93154	MOP/WIPES/DISP RESPI	357.99			
65222	04/29/19	1,839.26 003442	JOHNSON CONTROLS INC	93272	GRAFFITI REMOVER	92.30			
65223	04/29/19	43.99 1117	KELLEY'S SERVICE INC.	93273	FACE SHIELD HEADGEAR	147.75			
65224	04/29/19	2,318.57 001233	KIMBALL MIDWEST	93255	INVENTORY ORDER	4,535.36			
65225	04/29/19	787.44 E635	KINSLow, DEBBIE	93281	CORE CREDIT VEH#1203	-4,340.00			
65226	04/29/19	20,543.22 003017	MANSFIELD OIL CO OF GAINSVILLE	93263	FIRE ALARM TEST	541.55			
65227	04/29/19	1,820.39 001052	MID VALLEY SUPPLY INC.	93264	05/01-07/31 OPS	796.36			
65228	04/29/19	357.05 041	MISSION UNIFORM	93271	05/01-07/31 MMF	501.35			
65229	04/29/19	1,100.00 E045	MONTESINO, EDUARDO	93160	RPR VEH# FC1127	43.99			
65230	04/29/19	271.01 004	NORTH BAY FORD LINC-MERCURY	93187	NON INVENTORY ORDER	2,318.57			
65231	04/29/19	2,462.40 009	PACIFIC GAS & ELECTRIC	93187	TRAVEL EXPENSES	787.44			
65232	04/29/19	98.69 023	PACIFIC TRUCK PARTS, INC.	93276	04/09/19 DIESEL FUEL	20,543.22			
65233	04/29/19	126.30 043	PALACE ART & OFFICE SUPPLY	93167	INVENTORY ORDER	1,820.39			
65234	04/29/19	60.00 481	PIED PIPER EXTERMINATORS, INC.	93181	LAUNDRY SERVICE	34.50			
65235	04/29/19	2,250.00 003446	PRIME ACTUARIAL CONSULTING LLC	93201	LAUNDRY SERVICE	50.00			
65236	04/29/19	207.08 107A	PROBULLD COMPANY LLC	93202	UNIFORM SERVICE	200.55			
65237	04/29/19	1,868.07 003154	ROMAINE ELECTRIC CORP	93274	UNIFORM SERVICE	36.00			
65238	04/29/19	90.75 115	SNAP-ON INDUSTRIAL	93275	UNIFORM SERVICE	36.00			
65239	04/29/19	16,695.51 002871	STATE ELECTRIC GENERATOR	93248	TRAVEL ADVANCE	1,100.00			
65240	04/29/19	14,107.16 003285	THE AFTERMARKET PARTS CO LLC	93158	RPR VEH# 1717	40.30			
				93159	RPR VEH#1709	230.71			
				93243	3/6-4/3 SVT,WTC,PNR	2,462.40			
				93174	INVENTORY ORDER	98.69			
				93142	OFFICE SUPPLIES	126.30			
				93144	APR 19 BETTYS NOODLE	60.00			
				93282	W/C ACTUARIAL 19-21	2,250.00			
				93143	GLOVES	26.54			
				93266	WO# 158495 SMC	122.56			
				93267	WO# 158490 SMC	12.94			
				93268	WO# 158490 SMC	18.14			
				93269	LED BULBS	7.86			
				93270	WO# 158490 SMC	19.04			
				93155	INVEN ORD VEH# 1207	1,868.07			
				93186	SHOP TOOL	90.75			
				93162	RPR GENERAC GENERATO	9,850.51			
				93163	GENERATOR VERNON	6,845.00			
				93145	RPR VEH# 2808	257.81			
				93146	COOLER CAMPAIGN VARI	1,023.67			
				93147	INVENTORY ORDER	667.51			
				93148	INVENTORY ORDER	24.04			
				93149	INVENTORY ORDER	749.68			
				93168	COOLER VEH#1003,1004	3,894.26			

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
CHECK JOURNAL DETAIL BY CHECK NUMBER
ALL CHECKS FOR ACCOUNTS PAYABLE

DATE: 04/01/19 THRU 04/30/19

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	TRANSACTION COMMENT
65241	04/29/19	003242	1,474.88	THE JANEK CORPORATION		93169	COOLER VARIOUS VEHS	502.94	
65242	04/29/19	002207	2,344.36	TY CUSTOM DESIGN	0	93170	INV ORDER VEH# 2806	13.11	
65243	04/29/19	002829	1,648.27	VALLEY POWER SYSTEMS, INC.		93190	COOLER CAM 1003,1004	54.10	
						93191	COOLER CAM 1202,1209	3,894.26	
						93192	INVENTORY ORDER	307.86	
						93193	INVENTORY ORDER	1,278.35	
						93194	INVENTORY ORDER	168.04	
						93195	INVENTORY ORDER	1,410.33	
						93196	RPR VEH# 2802	1.79	
						93197	CREDIT DEFECT PART	-70.31	
						93198	CREDIT DEFECT PART	-33.92	
						93199	CREDIT DAMAGED PART	-36.36	
						93150	RPR ELECTRONIC ITEMS	1,474.88	
						93245	EMPLOYEE AWARD 10YR	2,344.36	
						93153	SHOP TOOL	336.87	
						93257	INVENTORY ORDER	666.22	
						93258	INVENTORY ORDER	625.16	
						93259	INVENTORY ORDER	573.25	
						93260	INVENTORY ORDER	29.89	
						93280	CORE CREDIT	-583.12	
65244	04/29/19	434	912.24	VERIZON WIRELESS	0	93283	3/13-04/12 BUS WIFI	912.24	
65245	04/29/19	001353	595.00	VISION COMMUNICATIONS		93252	VEH#2333 RADIO INSTA	595.00	
65246	04/29/19	001043	9,783.02	VISION SERVICE PLAN		93265	MAY 19 VISION INS	9,783.02	
65247	04/29/19	676	10,085.50	WEBER, HAYES & ASSOCIATES INC		93246	SOIL/SOIL VAPOR SAMP	10,085.50	
65248	04/29/19	001506	3,877.65	WESTERN STATES OIL CO.		93156	INVENTORY ORDER	3,877.65	
65249	04/25/19	B034	1,267.74	BOTTORFF, EDWARD A.		93285	TRAVEL EXPENSE	1,267.74	
65250	04/25/19	080	2,758.00	CALIFORNIA DEPARTMENT OF TAX		93284	JAN-MAR 19 SALES TAX	2,758.00	
TOTAL			1,185,927.54	ACCOUNTS PAYABLE		303	TOTAL CHECKS	1,185,927.54	



DATE: May 17, 2019
TO: Board of Directors
FROM: Alex Clifford, CEO/General Manager
SUBJECT: ACCEPT AND FILE MINUTES OF THE APRIL 26, 2019 BOARD OF DIRECTORS MEETING AND THE MAY 10, 2019 FINANCE, BUDGET & AUDIT STANDING COMMITTEE MEETING

I. RECOMMENDED ACTION

That the Board of Directors Accept and File the Minutes of the April 26, 2019 Board of Directors Meeting and the May 10, 2019 Finance, Budget & Audit Standing Committee Meeting

II. SUMMARY

- Staff is providing minutes from the Santa Cruz Metropolitan Transit District (METRO) April 26, 2019 Board of Directors Meeting and the May 10, 2019 Finance, Budget & Audit Standing Committee Meeting.
- Each meeting staff will provide minutes from the previous METRO Board and Committee meetings.

III. DISCUSSION/BACKGROUND

The Board requested that staff include, in the Board Packet, minutes from previous METRO Board and Committee meetings. Staff is enclosing the minutes from these meetings.

IV. FINANCIAL CONSIDERATIONS/IMPACT

None.

V. ALTERNATIVES CONSIDERED

None.

VI. ATTACHMENTS

Attachment A: Draft minutes for the Board of Directors Meeting of April 26, 2019

Attachment B: Draft minutes for the Finance, Budget & Audit Standing Committee Meeting of May 10, 2019

Prepared by: Donna Bauer, Administrative Assistant
Gina Pye, Executive Assistant

VII. APPROVALS

Alex Clifford, CEO/General Manager

A handwritten signature in blue ink, appearing to read "Alex Clifford", is written over a solid black horizontal line. The signature is stylized and cursive.

- THIS PAGE INTENTIONALLY LEFT BLANK -

Attachment A



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO) BOARD OF DIRECTORS AGENDA MEETING MINUTES* APRIL 26, 2019 – 9:00 AM SCOTTS VALLEY CITY COUNCIL CHAMBERS ONE CIVIC CENTER DRIVE, SCOTTS VALLEY, CA

A regular meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District (METRO) was convened on Friday, April 26, 2019 at the Scotts Valley City Chambers, One Civic Center Drive, Scotts Valley, CA.

The Board Meeting Agenda Packet can be found online at www.SCMTD.com and is available for inspection at Santa Cruz METRO's Administrative offices at 110 Vernon Street, Santa Cruz, California. *Minutes are "summary" minutes, not verbatim minutes. Audio recordings of Board meeting open sessions are available to the public upon request.

This document has been created with accessibility in mind. With the exception of certain 3rd party and other attachments, it passes the Adobe Acrobat XI Accessibility Full Check. If you have any questions about the accessibility of this document, please email your inquiry to accessibility@scmttd.com

SECTION I: OPEN SESSION

CALL TO ORDER at 9:04 AM by Chair Bottorff.

General Counsel, Julie Sherman, swore in new Director: Larry Pageler, County Representative

ROLL CALL: The following Directors were **present**, representing a quorum:

Director Ed Bottorff	City of Capitola
Director Trina Coffman-Gomez	City of Watsonville LV 10:25A
Director Aurelio Gonzalez	City of Watsonville LV 10:25A
Director John Leopold	County of Santa Cruz
Director Donna Lind	City of Scotts Valley
Director Cynthia Mathews	City of Santa Cruz
Director Donna Meyers	City of Santa Cruz AR 9:25A
Director Bruce McPherson	County of Santa Cruz
Director Larry Pageler	County of Santa Cruz
Director Dan Rothwell	County of Santa Cruz
Director Mike Rotkin	County of Santa Cruz
Ex-Officio Director Alta Northcutt	Cabrillo College
Ex-Officio Director Stephen Preston	UCSC AR 9:15A

Director Leopold was absent.

STAFF PRESENT:

Alex Clifford	METRO CEO/General Manager
Julie Sherman	METRO General Counsel

METRO EMPLOYEES AND MEMBERS OF THE PUBLIC WHO VOLUNTARILY INDICATED THEY WERE PRESENT (IN ALPHABETICAL ORDER) WERE:

Allison Adair, SMART Local 23	Eddie Benson, SCMTD
Heather Adamson, AMBAG	Elise Casby, Bus Riders of METRO
Nate Abrego, SMART Local 23	Joshua Chelise, SMART Local 23

Attachment A

Regina Chelise, SMART Local 23
Bonnie Morr, SMART Local 23
Joanna Edmonds, RTC
Brandon Freeman, SMART Local 23
Juan Gallegos, METRO ParaCruz
John Gose, SMART Local 23
Joan Jeffries, SEIU

Johnny Lopez, SMART Local 23
John Otto, SMART Local 23
Josefina Pulio, METRO
James Sandoval, SMART Local 23
Rachel Spaulding
Lenore Young, SMART Local 23
Daniel Zaragoza, METRO

4 ANNOUNCEMENTS

4-1. Today's meeting is being broadcast by Community Television of Santa Cruz County.

5 BOARD OF DIRECTORS COMMENTS

Vice Chair Rotkin invited the assembly to attend Saturday's 10:00AM public transportation event at Loudon Nelson where CEO Clifford and SCCRTC Executive Director, Guy Preston, will speak about transportation in Santa Cruz County.

Director Mathews noted that CEO Clifford's State of METRO presentation to the City of Santa Cruz had been very informative.

6 ORAL AND WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

Vice Chair Rotkin requested METRO staff respond to the April 17, 2019 letter from Joint Venture of Silican Valley and provide the Board with copies of that response.

Public Comment:

Brian Peoples, representing TrailNow, spoke about the unified corridor study and the need for the coastal corridor.

Marilyn Garrett, a METRO bus rider and public transportation supporter, expressed concerns about exposure to microwave radiation on the buses and in the environment. (See attached documentation provided at the meeting.)

Elise Casby, bus rider, expressed concern with CEO Clifford's April 22, 2019 letter regarding service disruptions.

Rachel Spaulding, echoed Ms. Garrett's concerns and asked that residents resist cell tower rollout and provided the attached public health warning document to the assembly.

Vice Chair Rotkin responded to Mr. People's comments and clarified the events of the SCCRTC meeting and coastal corridor plans. He recommended the public address the federal government regarding their EMF concerns and cell tower concerns.

7 WRITTEN COMMUNICATIONS FROM MAC (if applicable)

Having none, Chair Bottorff moved to the next agenda item.

8 LABOR ORGANIZATION COMMUNICATIONS

James Sandoval, SMART Local 23 representative, said METRO is currently recruiting for another 12 Operators; however the payscale is a concern. (See attached In-n-Out Burger flyer.) Referring to CEO Clifford's April 22nd letter regarding service disruptions, he recommended METRO take into account the "burnout factor" and commend Operators for keeping the public moving and recognizing that some operators work seven days per week; i.e., to their legal limitations.

Bonnie Morr, SMART Local 23 representative, reiterated Mr. Sandoval's statements and believes a better process would be to work cooperatively. Issues need to be addressed as we are entering into negotiations in the near future.

Attachment A

Nate Abrego, union rep, said METRO is understaffed in every department. Operators have worked 10-15 hours per day to ensure the community gets where they need to be.

Johnny Lopez, METRO employee for five years, said while he is offended, he continues to be professional in his job.

9 ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

Having none, Chair Bottorff moved to the next agenda item.

CONSENT AGENDA

- 10-01 ACCEPT AND FILE: PRELIMINARY APPROVED CHECK JOURNAL DETAIL FOR THE MONTH OF MARCH 2019
- 10-02 ACCEPT AND FILE: MINUTES OF THE FEBRUARY 20, 2019 METRO ADVISORY COMMITTEE (MAC) MEETING, THE MARCH 22, 2019 BOARD OF DIRECTORS MEETING AND THE APRIL 19, 2019 CAPITAL PROJECTS COMMITTEE MEETING
- 10-03 ACCEPT AND FILE: THE YEAR TO DATE MONTHLY FINANCIAL REPORTS AS OF JANUARY 31, 2019
- 10-04 ACCEPT AND FILE: THE YEAR TO DATE MONTHLY FINANCIAL REPORTS AS OF FEBRUARY 28, 2019
- 10-05 CONSIDERATION OF RESOLUTION APPROVING THE FY19 REVISED CAPITAL BUDGET
- 10-06 APPROVE: CONSIDERATION OF AWARD OF CONTRACT TO ENVIRONMENTAL LOGISTICS, INC. FOR INDUSTRIAL WASTE REMOVAL AND EMERGENCY RESPONSE SERVICES NOT TO EXCEED \$108,000
- 10-07 APPROVE: AUTHORIZATION TO EXECUTE A SOLE SOURCE CONTRACT WITH APOLLO VIDEO
- 10-08 APPROVE: CONSIDERATION OF ENDORSING PROPOSED LEGISLATIVE CHANGES TO SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO) ENABLING LEGISLATION
- 10-09 APPROVE STAFF RECOMMENDATION FOR REVISION TO FY19 CAPITAL PROJECTS PROGRAM

Item 10-09 was pulled from the Consent Agenda for discussion and Chair Bottorff renumbered it as item 12A to be considered following approval of the remainder of the Consent Agenda.

Director Mathews commented on Item 10-02, saying the MAC minutes were interesting and clear about engagement.

Public Comment:

Ms. Garrett, referring to Item 10-07, expressed her opposition to cameras on the buses.

Ms. Casby, referring to Item 10-07, echoed Ms. Garrett's concerns and questioned spending money for a service that, in her opinion, may be potentially unnecessary.

Attachment A

Chair Bottorff and Vice Chair Rotkin stressed the use of cameras on the buses is a safety/security measure for the public, METRO and the bus operators and, in fact, has saved METRO significant money by demonstrating METRO's lack of fault in accidents.

ACTION: MOTION TO ACCEPT THE CONSENT AGENDA AS PRESENTED WITH THE PULLING OF ITEM 10-09

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR McPHERSON

MOTION PASSED WITH 10 AYES (Directors Bottorff, Coffman-Gomez, Gonzalez, Lind, Mathews, McPherson, Meyers, Pageler, Rotkin and Rothwell). Director Leopold was absent.

REGULAR AGENDA

11 PRESENTATION OF EMPLOYEE LONGEVITY AWARDS FOR JUAN GALLEGOS BELMARES (15 years)

Ed Bottorff, Board Chair, presented the plaque, while Vice Chair Rotkin spoke to Mr. Gallegos' background with METRO.

Mr. Gallegos thanked everyone for their support through the years and said he's proud to be working for METRO.

12 CEO ORAL REPORT

Alex Clifford, CEO/General Manager, spoke on a variety of issues.

New Hires and Promotions:

Provisional Hires:

- Matt Marquez – Intern promoted from Intern to Provisional Planning Aide
- Jason Burns – Hired as Provisional Administrative Specialist.

New Hires:

- Jamie Jones – Administrative Specialist

Promotion by Qualification:

- Daniel Zenteno – promoted from Mechanic I to Mechanic II

HR Director: Congratulated Dawn Crummié on her promotion and provided a brief summary of her background.

METRO will have an articulated bus on display at this Sunday's Touch-a-Truck event in Scotts Valley

The Marketing, Communications and Customer Service Director recruitment has been successful. CEO Clifford will introduce the new employee at the May 17 board meeting.

METRO has been notified of Cabrillo College's decreased contribution (approximately \$200K) due to decreased enrollment. As a result, we anticipate a decrease of two runs.

METRO was found to be in compliance with the federally mandated testing during the latest FTA drug and alcohol audit.

The FTA triennial review will be conducted this year.

Attachment A

In response to Director Meyers' request, Barrow Emerson, Planning and Development Director, and Isaac Holly, IT and ITS Director, provided an update on the eco-pass program for downtown Santa Cruz.

There was no public comment.

12A. (FORMER 10-09) APPROVE STAFF RECOMMENDATION FOR REVISION TO FY19 CAPITAL PROJECTS PROGRAM

Mr. Emerson addressed the differences in Attachments A and B of the 10-09 staff report.

There was no public comment.

ACTION: MOTION TO APPROVE STAFF RECOMMENDATION FOR REVISION TO FY19 CAPITAL PROJECTS PROGRAM.

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR McPHERSON

MOTION PASSED WITH 10 AYES (Directors Bottorff, Coffman-Gomez, Gonzalez, Lind, Mathews, McPherson, Meyers, Pageler, Rotkin and Rothwell). Director Leopold was absent.

13 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO THE EXTEND THE DATE OF CLOSURE FOR THE SOQUEL PARK AND RIDE LOT TO MAY 31, 2019

Alex Clifford, CEO/General Manager, provided background to the staff report and reminded the Board of illegal activity on the lot; saying closing it down will eliminate this. We want to give priority to possibly relocating ParaCruz to this location.

Various Directors voiced their support, but requested METRO return to Dominican Hospital to explore a short-term agreement where Dominican might provide funding for security in exchange for using the space.

There was no public comment.

ACTION: MOTION TO AUTHORIZE THE CEO TO EXTEND THE DATE OF CLOSURE FOR THE SOQUEL PARK AND RIDE LOT TO MAY 31, 2019 AS PRESENTED WITH AN ADDENDUM TO PLAN FOR SECURITY OF THE LOT AND REMAIN OPEN TO FUTURE SHORT TERM ARRANGEMENTS

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR LIND

MOTION PASSED WITH 10 AYES (Directors Bottorff, Coffman-Gomez, Gonzalez, Lind, Mathews, McPherson, Meyers, Pageler, Rotkin and Rothwell). Director Leopold was absent.

14 ACCEPT: ORAL REPORT OF FEDERAL LEGISLATION AND CURRENT LEGISLATIVE ISSUES AS LEARNED DURING BOARD WASHINGTON, DC VISIT APRIL 8-10, 2019

Board Directors Bottorff, McPherson and Rotkin spoke about their outreach, experiences and meetings with the administration, House and Senate representatives in Washington, DC.

Directors Coffman-Gomez and Gonzalez departed at 10:25AM

Attachment A

15 10-YEAR (FISCAL YEAR 2020-29) STRATEGIC BUSINESS PLAN UPDATE

Barrow Emerson, Planning and Development Director, spoke to the agenda item noting that Attachment C is not a commitment to funding; but an indicator of funding requirements.

Due to a number of requested corrections, additions, etc. by Board Directors, CEO Clifford and Chair Bottorff requested this item be returned to Committee for revision before submission to the Board at a future date.

There was no public comment.

ACTION: MOTION TO REDIRECT THE 10-YEAR (FISCAL YEAR 2020-29) STRATEGIC BUSINESS PLAN UPDATE TO COMMITTEE FOR FURTHER WORK

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR LIND

MOTION PASSED WITH 8 AYES (Directors Bottorff, Lind, Mathews, McPherson, Meyers, Pageler, Rotkin and Rothwell). Directors Coffman-Gomez, Gonzalez, and Leopold were absent.

16 LONG-RANGE BUS REPLACEMENT PLAN

Barrow Emerson, Planning and Development Director, noted the number of buses required is now 53, down from 62. It is important to note that this Plan accounts for the newest CARB requirements.

There was no public comment.

17 UPDATE AND ACTION RELATIVE TO PACIFIC STATION AND RELATED STUDIES

CEO Clifford spoke to the staff report and provided a brief history of the long process METRO has undertaken to determine the future of Pacific Station. Based on the latest estimates, we anticipate a cost of \$5.6M to totally refurbish the facility versus a total teardown and rebuild estimate which would cost approximately \$12.5M.

Chair Bottorff spoke on behalf of the Capital Projects Committee and its direction to the CEO to engage in conversation and negotiations with the City of Santa Cruz.

Director Mathews suggested additional fiscal resources might be available from potential partners, such as Dientes and the Santa Cruz Health Centers.

In response to Ex-Officio Director Preston's concern about service during the anticipated two-year construction phase, CEO Clifford advised we have yet to figure this out as there are not existing nearby lots available on a temporary basis.

Public Comment:

Elise Casby, asked the Board to consider the station as a public commons area; e.g., Portland and San Francisco.

Bonnie Lipscomb, City of Santa Cruz Director of Economic Development, is excited to collaborate with METRO on this project and said timing is critical for downtown development and financing.

ACTION: MOTION TO DIRECT THE CEO TO NEGOTIATE WITH THE CITY AND MOVE FORWARD WITH THE PROJECT

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR McPHERSON

MOTION PASSED WITH 8 AYES (Directors Bottorff, Lind, Mathews, McPherson, Meyers, Pageler, Rotkin and Rothwell). Directors Coffman-Gomez, Gonzalez, and Leopold were absent.

Attachment A

18 CONSIDERATION OF CONTRACT FOR LAND USE AND DEVELOPMENT SERVICES WITH SWIFT CONSULTING SERVICES, INC. FOR A POTENTIAL PARACRUZ OPERATIONS FACILITY

Daniel Zaragoza, Operations Manager, Paratransit Division, and Erron Alvey, Purchasing & Special Projects Director, spoke to the agenda item noting METRO is initially looking at the biological, archeological and geological land use feasibility with the hopes of beginning the project as soon as possible.

Chair Bottorff added the Capital Projects Committee has reviewed and supports this.

Public Comment:

Nate Abrego, Paratransit Operator, expressed his support for the project and echoed the sense of urgency.

Elyse Campos said each single land development project is an opportunity for creativity and referred the Board to a City of Portland landscape architect.

ACTION: MOTION TO APPROVE THE CONTRACT FOR LAND USE AND DEVELOPMENT SERVICES WITH SWIFT CONSULTING SERVICES, INC. FOR A POTENTIAL PARACRUZ OPERATIONS FACILITY AS PRESENTED

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR MATHEWS

MOTION PASSED WITH 8 AYES (Directors Bottorff, Lind, Mathews, McPherson, Meyers, Pageler, Rotkin and Rothwell). Directors Coffman-Gomez, Gonzalez, and Leopold were absent.

19 REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION

Julie Sherman, General Counsel, announced the items to be discussed in today's closed session, noting the Board will not be taking any reportable action today.

20 ANNOUNCEMENT OF NEXT MEETING: FRIDAY, MAY 17, 2019 AT 9:00 AM, AT WATSONVILLE CITY COUNCIL CHAMBERS, 275 MAIN STREET, WATSONVILLE, CA

Ed Bottorff, Board Chair

RECESS TO CLOSED SESSION

RECONVENE TO OPEN SESSION AT 11:50A

Chair Bottorff adjourned the meeting at 11:51A

Pursuant to Section 54954.2(a)(1) of the Government Code of the State of California, this agenda was posted at least 72 hours in advance of the scheduled meeting at a public place freely accessible to the public 24 hours a day. The agenda packet and materials related to an item on this Agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the Santa Cruz METRO Administrative Office (110 Vernon Street, Santa Cruz) during normal business hours. Such documents are also available on the Santa Cruz METRO website at www.scmtd.com subject to staff's ability to post the document before the meeting.

Now Hiring

\$16.50
per hour

Earn up to **\$18.75/hr.**

- ✦ Advancement Opportunities
- ✦ Flexible Scheduling
- ✦ Paid Vacations
- ✦ 401(k) Plan ✦ Free Meals

Store location:
604 E. El Camino Real
Sunnyvale, CA 94087



Apply at In-N-Out.com
 Accepting applications for All Shifts
 Equal Opportunity Employer by Choice

PUBLIC HEALTH WARNING

VERIZON has proposed to erect over 80 new cell facilities in Santa Cruz County. Local officials have admitted that the telecom industry plans to install more than 40 small cell antennas *per square mile* in our community, in front of our homes, in all of our neighborhoods. With the collusion of federal, state, and local government, telecom corporations are permitted to violate our health and safety with ever-increasing levels of microwave radiation (EMF). Thousands of existing US cell towers violate federal emission limits, some by as much as 600%. Once installed, these towers are not monitored - the industry may broadcast at any level. Thousands of peer-reviewed studies by scientists independent of the industry conclusively prove serious long-term health effects from current exposures to wireless technologies, **ESPECIALLY FOR CHILDREN**. These include: Cancer, Neurological Disorders including ADHD and ADD, Heart Disease, Sterility including permanent DNA damage, Diabetes, Tinnitus, Headaches and Insomnia. New generation technology (4G and 5G) is **EXPONENTIALLY MORE HARMFUL** as it uses shorter microwaves and differently pulsed frequencies. We are being subjected to a dangerous experiment **WITHOUT OUR INFORMED CONSENT!** Please join your neighbors in resisting this cell tower roll-out. It is up to us to protect ourselves, our children, and our environment. As a community we can turn the tide on this dangerous wave of EMF deployment!

Join our local group

Facebook: EMF Aware-Santa Cruz

Action Strategies: <https://5gcrisis.com>

WATCH youtube: 5G APOCALYPSE-THE EXTINCTION EVENT

- Educating neighbors, schools, and businesses
- Lobbying local government officials
Go to www.mystreetmychoice - Santa Cruz link for a contact list of your local government representatives and express your concern!
- Notice of Liability to corporate and government officials
EMF Aware - Santa Cruz is working on submitting legal documents to those responsible for the violation of our human right to health and safety

Please use these resources to educate yourself and pass them on to friends and family

www.mdsafetech.org

www.scientists4wiredtechnology.com

www.americansforresponsiblettech.org

www.telecompowergrab.org

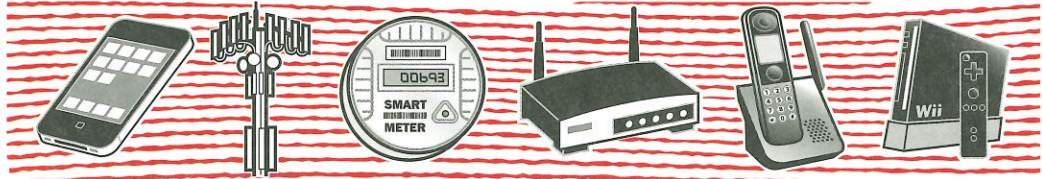
www.ehtrust.org - 5G Fact Sheet

www.emfsafetynetwork.org

Attachment A

PUBLIC HEALTH WARNING

ALL WIRELESS DEVICES EMIT MICROWAVE RADIATION—a known biological hazard



EVERY TIME YOU USE A WIRELESS DEVICE, YOU ARE EXPOSED TO MICROWAVE RADIATION.

The World Health Organization (WHO) labels this radiation a Class 2B possible cancer-causing agent in the same category as lead, DDT, and chloroform. Cell phones, towers, cordless phones, tablets, laptops, “smart” meters, microwaves and wi-fi routers all add to the “electro-smog.”

MICROWAVE RADIATION IS HARMFUL TO YOU. Scientists link this radiation to diseases, both long-term and short-term: cancer, infertility, DNA damage, damage to fetuses, sleep problems, memory and behavior problems, heart problems and many others.

MANY PEOPLE HAVE BECOME “ELECTRO-HYPER-SENSITIVE” (EHS) and cannot tolerate common exposures, seriously impacting their health, job, housing, and social lives.

GOVERNMENT REGULATIONS DO NOT PROTECT YOU. FCC guidelines were written decades ago and ignore current science linking microwaves to human disease. The City of Berkeley, CA has passed a law requiring health warnings at all cell phone retailers, though the wireless industry is fighting these efforts in court under the guise of free speech.

Printed on 100% Recycled Paper with vegetable based inks

Protect yourself and those you love:



- **GET WIRED!** Ethernet cables provide faster, safer, more secure internet connections.
- **USE A CORDED LANDLINE.** Cordless phones are as dangerous as cell phones.
- **KEEP YOUR DISTANCE. TURN IT OFF.** Manuals tell you to keep phones out of your pocket and away from your skull. Run notebook computers on battery, turn off wireless functions, and use a corded external keyboard and mouse.
- **DO NOT USE WIRELESS DEVICES INSIDE METAL ENCLOSURES,** like cars, elevators, buses, and trains. Here, radiation greatly increases, harming you and those around you.
- **WIRELESS RADIATION IS NOT FOR CHILDREN OR PREGNANT WOMEN.** Prenatal and childhood exposure is linked to hyperactivity, behavioral problems, brain changes, and autism.
- **DITCH THE “SMART” METER**—it pulses microwave radiation 24/7/365. Demand a non-electronic, electromechanical analog meter—no “dirty electricity” or microwaves.
- **TELL YOUR FRIENDS AND FAMILY.** Browse our website for sources, scientific studies, and solutions. Help those you love rethink their exposure and reduce their risk.

9-03A-10

Attachment B



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
FINANCE, BUDGET AND AUDIT STANDING COMMITTEE AGENDA
MEETING MINUTES*
MAY 10, 2019 – 8:00 AM
METRO ADMIN OFFICES
110 VERNON STREET
SANTA CRUZ, CA 95060**

A Finance, Budget and Audit Standing Committee Meeting was convened on Friday, May 10, 2019 at METRO's Admin offices at 110 Vernon Street, Santa Cruz, California. The Meeting Agenda Packet can be found online at www.SCMTD.com and is available for inspection at METRO's Administrative offices at 110 Vernon Street, Santa Cruz, California. *Minutes are "summary" minutes, not verbatim minutes. Audio recordings of Board meeting open sessions are available to the public upon request.

This document has been created with accessibility in mind. With the exception of certain 3rd party and other attachments, it passes the Adobe Acrobat XI Accessibility Full Check. If you have any questions about the accessibility of this document, please email your inquiry to accessibility@scmttd.com

MEETING TIME: 8:00 AM

NOTE: THE COMMITTEE CHAIR MAY TAKE ITEMS OUT OF ORDER

1. CALL TO ORDER

Meeting was called to order at 8:02AM by Board Vice Chair Rotkin.

2. ROLL CALL: The following Directors were **present**, representing a quorum:

Director Trina Coffman-Gomez
Director Donna Lind
Director Donna Meyers
Director Mike Rotkin

Alex Clifford
Julie Sherman

City of Watsonville
City of Scotts Valley
City of Santa Cruz
County of Santa Cruz

METRO CEO/General Manager
METRO District Counsel

METRO EMPLOYEES AND MEMBERS OF THE PUBLIC WHO VOLUNTARILY INDICATED THEY WERE PRESENT (IN ALPHABETICAL ORDER) THROUGH A SIGN IN SHEET OR VERBAL INTRODUCTION WERE:

Debbie Kinslow, SCTMD

James Sandoval, SMART Local 23

Attachment B

3. COMMUNICATIONS TO THE FINANCE, BUDGET & AUDIT STANDING COMMITTEE

Having none, Vice Chair Rotkin moved to the next agenda item.

4. ADDITIONS OR DELETIONS FROM AGENDA / ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

Hearing none, the Vice Chair Rotkin moved to the next agenda item.

5. YEAR TO DATE QUARTERLY FINANCIAL REPORT AS OF MARCH 31, 2019

Angela Aitken, CFO, and Alex Clifford, CEO, spoke to the presentation. Various funding sources, causes and suggested solutions were discussed.

There was no public comment.

6. REVIEW AND RECOMMEND APPROVAL OF SANTA CRUZ METRO'S FY20 AND FY21 OPERATING BUDGET AND FY20 CAPITAL BUDGET

Angela Aitken, CFO, spoke to the presentation, stressing the conservative outlook.

Discussion ensued among the assembly regarding economic optimism and potential effects. Fluctuations in funding sources and revenue and expenses were discussed. Possible impacts to other departments were discussed as a result of capital improvements and purchases. CEO Clifford suggested this committee consider setting a two-to-three month target for the Operating and Capital Reserve Fund balance, perhaps compare our policies to those of peer agencies.

CFO Aitken will provide the committee members with a copy of METRO's reserve policy survey for their reference.

Director Meyers suggested METRO review the capital budget for any possible conflicts between the capital and operating budgets.

Ridership, marketing and partnership opportunities were discussed among the Committee members.

CEO Clifford referred the assembly to pages 6C.6 (unfunded liability) and 6C.71 in the agenda, noting this will be addressed further at the May 17 board meeting,

In response to Director Meyers' questions regarding capital funding on pages 6.E.1 and 6.F.2, CEO Clifford clarified the use of PTMISEA funds.

There was no public comment.

MOTION TO RECOMMEND APPROVAL OF SANTA CRUZ METRO'S FY20 AND FY21 OPERATING BUDGET AND FY20 CAPITAL BUDGET AS PRESENTED

MOTION: Director Lind

SECOND: Director Coffman-Gomez

The motion passed unanimously.

Board Vice Chair Rotkin adjourned the meeting at 10:01 AM

Respectfully submitted,

Gina Pye
Executive Assistant

9-03B.2



DATE: May 17, 2019
TO: Board of Directors
FROM: Wondimu Mengistu, Grants/Legislative Analyst
SUBJECT: ACCEPT AND FILE QUARTERLY STATUS REPORT OF GRANT APPLICATIONS AND ACTIVE GRANTS FOR THE THIRD QUARTER OF FY19

I. RECOMMENDED ACTION

That the Board of Directors receives and files the quarterly report on grant applications and active grants. This is for information only. No action is required.

II. SUMMARY

- Numerous grant solicitations were announced in the third quarter (Q3) of FY19 (January 1 – March 31, 2019), offering good opportunities for Santa Cruz Metropolitan Transit District (METRO) to apply for competitive and formula grant proposals.
- Staff submitted formula grant applications for the annual Transportation Development Act (TDA) capital and operating assistance program and for the Low Carbon Transit Operations Program (LCTOP) capital assistance.
- Previously awarded grant-funded projects are underway to purchase vehicle replacements and upgrade facilities.
- A list of METRO's pending applications (Attachment A) and active grants (Attachment B) is provided quarterly to apprise the Board of grant funding status.
- No action is required; this report is for information only.

III. DISCUSSION/BACKGROUND

During Q3 of FY19, local, state and federal agencies published numerous new grant solicitations. While one solicitations was for annual federal formula funding, most of the solicitations were for competitive programs offering good opportunities to fund METRO's capital improvement program. Significantly, the FTA recently published a funding opportunity notice for the Low and No Emission Bus program, and METRO staff will submit a proposal to install fast charging infrastructure at the Watsonville Transit Center (WTC) to support the deployment of METRO's Zero-Emission Buses (ZEBs) prior to the May Board meeting.

During Q3 of FY19, staff submitted the annual claim for Transportation Development Act (TDA) formula funds to the Santa Cruz County Regional

Transportation Commission (RTC). TDA funds will contribute \$11,538,007 for fixed-route public transit and ADA complementary paratransit operations in Santa Cruz County and \$1,156,095 for capital improvements for FY20. Staff also submitted the FY19 LCTOP allocation request of \$646,496 to build electric charging infrastructure at Judy K. Souza Operating Facility (JKSOF) for new METRO ZEBs which will arrive in 2020.

Pending grant applications request a total of \$9,691,026 in new formula and \$4,194,437 in new competitive funds. Of this amount, \$4,354,437 is to replace and refurbish buses. The remaining applications request funds for operating assistance and capital improvement projects.

This staff report appraises the Board of grant applications in progress (Attachment A) and awarded grants, which fund METRO's operations and capital improvements (Attachment B).

During the next three months, staff intends to prepare grant applications for the recently announced AB 2766 and Caltrans' Enhanced Mobility of Seniors and Individuals with Disabilities Program (FTA 5310).

IV. FINANCIAL CONSIDERATIONS/IMPACT

Current grant applications (Attachment A) request \$13,410,527 for new projects. The Operating and Capital Budgets will be amended as necessary when grants are awarded.

V. ALTERNATIVES CONSIDERED

This is for information only and there are no alternatives to consider.

VI. ATTACHMENTS

Attachment A: Grant Applications as of May 2019

Attachment B: Active Grants as of May 2019

Prepared By: Wondimu Mengistu, Grants/Legislative Analyst

VII. APPROVALS:

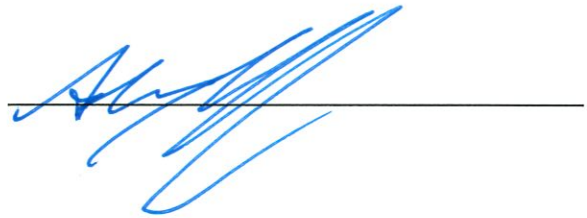
Barrow Emerson, Planning
and Development Director



Approved as to fiscal impact:
Angela Aitken, CFO



Alex Clifford, CEO/General Manager



- THIS PAGE INTENTIONALLY LEFT BLANK -

Attachment A

Santa Cruz METRO Pending Grant Application as of 5/10/19

	Competitive Grant		
	Formula Grant		
#	Project Description	Grant Funding Source	\$ Budget Total Project
Operating Projects			
1	FY19 Rural transit operation	FY19 FTA 5311 Rural Operating Assistance Formula administered by Caltrans Application: 6/30/18 Award: TBD	\$ 474,936
2	FY19 Urban transit operation	FY19 FTA 5307 Urban Operating Assistance Formula Award: TBD	\$ 7,060,410
End of Operating Projects			
Capital Projects			
3	Charging Infrastructure	FY19 Low Carbon Transit Operations Program (LCTOP) Application: 2/15/19 Award: Pending	\$ 646,496
4	1 CNG Replacement Bus	FY13-17 Caltrans Discretionary FTA 5339 Program Application: 5/10/17 Award: Pending	\$ 658,889
5	Various FY19 Capital Improvements	FTA FY18 5339(a) Bus and Bus Facilities Formula Program Application: TBD Award: TBD	\$ 596,725
6	Bus Mid-Life Overhauls (4)	FTA FY17 5339(a) Bus and Bus Facilities Formula Program Application: 10/31/17 Award: Pending	\$ 160,000
7	Fuel Management System	FTA FY17 5339(a) Bus and Bus Facilities Formula Program Application: 9/27/17 Award: Pending	\$ 180,000
8	Golf Club Fire Escape (Relates to Active Grants Fire Escape construction #17)	FTA FY17 5339(a) Bus and Bus Facilities Formula Program Application: 9/27/17 Award: Pending	\$ 97,523
9	4 40' CNG replacement buses.	FTA FY17 5339(b) Bus and Bus Facilities Competitive Program Application: 8/25/17 Award: Pending	\$ 2,635,548
10	Vouchers for 7 ZEBs	CALSTART Heavy-duty zero-emission Vehicle Incentive Program (HVIP) for 6 ZEBs Application: Continuous	\$ 900,000
		Total	\$ 13,410,527
End of Applications			

- THIS PAGE INTENTIONALLY LEFT BLANK -

Attachment B

Santa Cruz METRO Active Grant as of 5/10/19

#	Project Description	Funding Source	\$ Budget Total Project
	Competitive Grant		
	Formula Grant		
Operating Projects			
1	FY18 Urban Transit Operations	FY18 FTA 5307 Urban Operating Assistance Formula Application: 9/30/18 Award: TBD	\$ 6,815,447
2	Watsonville Mural	FY18 Arts Council of Santa Cruz Expiration: 12/31/18 (6/30/19 extension pending)	\$ 6,600
3	Operate Watsonville Circulator	FY18 Air District 2018 AB2766 Program Expiration: 1/29/20	\$ 678,111
4	FY19 operating assistance	FY19 SCCRTC Transportation Development Act-Local Transportation Fund (TDA-LTF) Application: 4/1/18 Award: 5/3/18	\$ 7,288,208
5	FY19 operating and capital assistance	FY19 SCCRTC Transportation Development Act-State Transit Assistance (TDA-STA) Application: 4/1/18 Award: 5/3/18	\$ 4,237,429
End of Operating Projects			
Capital Projects			
6	1 Electric Bus for Watsonville DAC	FY18 Low Carbon Transit Operations Program (LCTOP) Award: 6/30/18	\$ 1,013,202
7	2 ZEBs	CTC FY18 Local Partnership Program CTC FY19 STIP Allocation: 10/17/18	\$ 2,189,891
8	Refurbish 4 buses	CTC FY19 STIP Application: 10/17/17 Allocation: 10/17/18	\$ 1,126,165
9	Automatic Vehicle Locator	CTC FY19 STIP Application: 8/25/17 Award: 10/17/18	\$ 1,581,385
10	Comprehensive Security and Surveillance to purchase CCTV, lighting, generator replacement	FY17 Proposition 1B California Transit Security Program Expires: 6/15/2019	\$ 352,404

Attachment B

Santa Cruz METRO Active Grant as of 5/10/19

	Competitive Grant		
	Formula Grant		
#	Project Description	Funding Source	\$ Budget Total Project
11	1 CNG Bus	SCCRTC FY17 Surface Transportation Block Grant program Expiration: 6/30/21	\$ 658,887
12	11 ParaCruz Vans	FTA FY15/FY16 5339(a) Bus and Bus Facilities Formula Program Complete	\$ 953,076
13	Facilities: Vernon x-planter	FTA FY15/FY16 5339(a) Bus and Bus Facilities Formula Program Complete	\$ 9,200
14	Facilities: WTC Landscape	FTA FY15/FY16 5339(a) Bus and Bus Facilities Formula Program Complete	\$ 30,000
15	Fleet fire escape. Construction support (Relates to Golf Club Fire Escape application #7)	FTA FY15/FY16 5339(a) Bus and Bus Facilities Formula Program	\$ 34,180
16	3 Electric replacement buses for Highway 17 Express	FTA FY16 5339(c) LoNo On hold	\$ 4,936,512
17	Comprehensive Security and Surveillance Camera on bus	FY16 CA Proposition 1B California Transit Security Program Expiration: 3/31/19.	\$ 440,505
18	Pacific Station right-of-way acquisition and Construction	FY15 Public Transportation Modernization, Infrastructure and Service Enhancement Act (PTMISEA) Expiration: 6/30/22	\$ 1,551,333
19	Pacific Station Roof Construction	FY15 Public Transportation Modernization, Infrastructure and Service Enhancement Act (PTMISEA) Expiration: 6/30/22	\$ 350,000
20	One ParaCruz Expansion Van for Elderly/Disabled program beyond ADA requirements.	FY15 Caltrans FTA 5310 Elderly & Handicapped mobility program Complete	\$ 68,367
21	Propane Mule	FY14 FTA 5339a Formula Program Complete	\$ 60,000

Attachment B

Santa Cruz METRO Active Grant as of 5/10/19

Competitive Grant			
Formula Grant			
#	Project Description	Funding Source	\$ Budget Total Project
22	Bus Mid-Life Overhaul, 7 @ \$39,513.70 ea.	FY14 FTA 5339a Formula Program Expires:6/30/19	\$ 276,596
23	Bucket truck	FY14 FTA 5339 Formula Program Complete	\$ 97,814
24	Bus Repaint, 36 @ 3,628.10 ea.	FY14 FTA 5339 Formula Program Complete	\$ 131,834
25	Pressure Washer	FY14 FTA 5339 Formula Program Expiration: 6/30/19	\$ 17,548
26	MetroBase: Judy K. Souza Operations Facility construction	FY12 Proposition 1B State and Local Partnership Program (SLPP) California Transportation Commission Complete	\$ 11,624,000
27	MetroBase development, Judy K. Souza Operations Facility	FY10 - 13, FY15 Public Transportation Modernization, Infrastructure and Service Enhancement Act (PTMISEA) Complete	\$ 15,096,394
28	Pacific Station expansion and renovation architectural services	FY08 FTA 5309 CA-04-0102 Expires: 9/30/19	\$ 612,500
29	Pacific Station expansion and renovation architectural services	FY06 FTA 5309 CA-04-0021 Expires: 9/30/19	\$ 495,000
		Total	\$ 55,917,141
End of Active Grants			

- THIS PAGE INTENTIONALLY LEFT BLANK -



DATE: May 17, 2019
TO: Board of Directors
FROM: Daniel Zaragoza, Operations Manager, Paratransit Division
SUBJECT: ACCEPT AND FILE THE METRO PARACRUZ OPERATIONS STATUS REPORT FOR JANUARY, FEBRUARY AND MARCH 2019

I. RECOMMENDED ACTION

That the Board of Directors accept and file the quarterly METRO ParaCruz Operations Status Report for January, February and March 2019

II. SUMMARY

- Summary review of monthly operational statistics for ParaCruz:
Comparing the monthly statistics of FY18 to the monthly statistics of FY19:
 - In January, the number of ParaCruz rides increased by 590
 - In February, the number of ParaCruz rides increased by 247
 - In March, the number of ParaCruz rides increased by 231
- Summary of monthly operational information about ParaCruz:
 - January number of total ParaCruz rides: 5,710
 - February number of total ParaCruz rides: 6,066
 - March number of total ParaCruz rides; 6,472

III. DISCUSSION/BACKGROUND

Comparing December 2018 statistics to January 2019, ParaCruz rides decreased by 38. Comparing January 2019 statistics to February 2019, ParaCruz rides increased by 356. Comparing February 2019 statistics to March 2019, rides increased by 406.

ParaCruz is currently working to improve its time on performance that has been below the desired 90% on time goal, due mostly to low Paratransit Operator staffing levels, hiring challenges and traffic congestion. Improvements on Scheduling and Dispatching methods have been implemented, ParaCruz has recently improved. ParaCruz is currently funded for 30 Paratransit Operators; two of these positions are vacant, three new Operators have been hired that are currently in training and ParaCruz currently has an open recruitment for Paratransit Operators.

METRO ParaCruz is the federally mandated ADA complementary paratransit program of the Santa Cruz Metropolitan Transit District (METRO), providing

shared ride, door-to-door demand-response transportation to customers certified as having disabilities which prevent them from independently using the fixed route bus.

IV. COORDINATION

This staff report has been coordinated with statistics provided by the Finance and Fleet Departments. The Eligibility Coordinator and Candis Almanza, Paratransit Supervisor, provided additional data.

V. FINANCIAL CONSIDERATIONS/IMPACT

There are no financial considerations for this report.

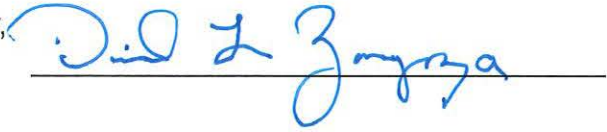
VI. ATTACHMENTS

- Attachment A:** ParaCruz On-time Performance Charts for January, February and March 2019
- Attachment B:** Comparative Operating Statistics Tables for January, February and March 2019
- Attachment C:** Number of Rides Comparison Chart
- Attachment D:** Total Ride vs. Shared Ride Chart
- Attachment E:** Annual Miles Comparison Chart
- Attachment F:** Monthly Assessments

Prepared by: Daniel Zaragoza, Operations Manager, Paratransit Division

VII. APPROVALS

Daniel Zaragoza, Operations Manager,
Paratransit Division



Alex Clifford, CEO/General Manager



- THIS PAGE INTENTIONALLY LEFT BLANK -

Attachment A

ParaCruz On-Time Performance Report

	January 2018	January 2019
Total pick ups	5,120	5,710
Percent in “ready window”	92.64%	87.50%
1 to 5 minutes late	3.71%	4.48%
6 to 10 minutes late	1.58%	2.91%
11 to 15 minutes late	.92%	1.84%
16 to 20 minutes late	.55%	1.26%
21 to 25 minutes late	.21%	.79%
26 to 30 minutes late	.23%	.46%
31 to 35 minutes late	.06%	.25%
36 to 40 minutes late	.10%	.28%
41 or more minutes late (excessively late/missed trips)	.00%	.25%
Total beyond “ready window”	7.36%	12.50%

On-time Performance

During January, ParaCruz’ on time performance decreased 5.14% from last year and is 2.50% below the targeted goal of 90%, the principal causes being low staffing levels and worsening traffic conditions, an increase of 2.76% from last month. Ridership decreased from last month.

ParaCruz hired three new Operators. ParaCruz has one Operator on long-term disability. The total number of available working ParaCruz Operators is 19 per weekday, not including Operators on Annual Leave. ParaCruz is currently funded for 30 Paratransit Operators. In the month of January, five of these position were vacant. ParaCruz has continued to recruit new Operators and to continue improvement on Scheduling and Dispatching methods to improve on time performance.

A Customer Service Report is either a compliment, comment, or a complaint.

During the month of January 2019, ParaCruz received five Customer Service Reports. Three were compliments for ParaCruz Operators; one was a general compliment, a person happy that ParaCruz has purchased new vehicles that provide a comfortable ride; one report was invalid, a person was upset that the Operator was blocking parking spaces while boarding a passenger.

Attachment A

	February 2018	February 2019
Total pick ups	5,819	6,066
Percent in “ready window”	87.18%	82.90%
1 to 5 minutes late	4.55%	5.47%
6 to 10 minutes late	2.77%	4.32%
11 to 15 minutes late	2.02%	2.36%
16 to 20 minutes late	.88%	1.81%
21 to 25 minutes late	.87%	1.34%
26 to 30 minutes late	.35%	.71%
31 to 35 minutes late	.30%	.48%
36 to 40 minutes late	.22%	.33%
41 or more minutes late (excessively late/missed trips)	.05%	.28%
Total beyond “ready window”	12.82%	17.60%

On-time Performance

During November, ParaCruz’ on time performance decreased 4.78% from last year and is 7.10% below the targeted goal of 90%, the principal causes being low staffing levels and worsening traffic conditions, a decrease of 4.60% from last month. Ridership increased from last month.

ParaCruz has three ParaCruz Operators in training. ParaCruz had three Operators on long-term disability. The total number of available working ParaCruz Operators is 18 per weekday, not including Operators on Annual Leave. ParaCruz is currently funded for 30 Paratransit Operators. In the month of January, five of these position were vacant. ParaCruz has continued to recruit new Operators and to continue improvement to Scheduling and Dispatching methods to improve on time performance

A Customer Service Report is either a compliment, comment, or a complaint.

During the month of February 2019, ParaCruz received eight Customer Service Reports. Four were valid: two were Customer Service Representatives booking errors: one was a complaint regarding a person not being to get through to book a ride; and, one was a report of unsafe driving by an Operator. One was a compliment for an Operator. In addition, three reports were not valid: a report of unsafe driving; and, two reports of the driver not showing for a passenger.

Attachment A

	March 2018	March 2019
Total pick ups	6,241	6,472
Percent in “ready window”	88.24%	82.52%
1 to 5 minutes late	5.00%	5.69%
6 to 10 minutes late	2.82%	3.74%
11 to 15 minutes late	1.68%	2.81%
16 to 20 minutes late	.95%	1.96%
21 to 25 minutes late	.74%	1.33%
26 to 30 minutes late	.30%	.83%
31 to 35 minutes late	.18%	.48%
36 to 40 minutes late	.05%	.39%
41 or more minutes late (excessively late/missed trips)	.05%	.25%
Total beyond “ready window”	11.76%	17.48%

On-time Performance

During March 2019, ParaCruz’ on time performance decreased 5.72% from last year and is 7.48% below the targeted goal of 90%, the principal causes being low staffing levels and worsening traffic conditions, a decrease of .38% from last month. Ridership increased from last month.

ParaCruz added three Operators who have begun training. ParaCruz had one Operator resign and has four Operators on long-term disability. The total number of available working ParaCruz Operators is 19 per weekday, not including Operators on Annual Leave. ParaCruz is currently funded for 30 Paratransit Operators. In the month of January, three of these positions are vacant. ParaCruz has continued to recruit new Operators and to continue improvement to Scheduling and Dispatching methods to improve on time performance

A Customer Service Report is either a compliment, comment, or a complaint.

During the month of March 2019, ParaCruz received seven Customer Service Reports: Three were compliments to ParaCruz Operators. Four were valid complaints: two for late rides; one was an error with vehicle capacity for a client and their companion; and, one was a ride booking error.

- THIS PAGE INTENTIONALLY LEFT BLANK -

Attachment B

Comparative Operating Statistics through January 2019.

	January 2018	January 2019	FY 18	FY 19	Performance Averages	Performance Goals
Requested	5,977	6,437	48,036	27,914	6,883	
Performed	5,120	5,710	41,985	24,888	6,043	
Cancel	23.11%	21.94%	21.71%	20.74%	21.88%	
No Shows	3.48%	3.96%	3.62%	3.70%	3.63%	Less than 3%
Total miles	45,811	46,300	355,064	205,554	50,531	
Av trip miles	6.32	5.95	6.23	6.19	6.21	
Within ready window	93.21%	87.50%	84.03%	81.51%	84.31%	90.00% or better
Call center volume	4,553	N/A	N/A	22,252	N/A	New phone system 1/6/18
Hold times less than 2 minutes	93.21%	N/A	N/A	95.36%	N/A	Greater than 90%
Distinct riders	594	663	1,198	1,119	665	
Most frequent rider	45 rides	76 rides	281 rides	171 rides	57 rides	
Shared rides	58.0%	61.0%	55.8%	65.4%	62.86%	Greater than 60%
Passengers per rev hour	1.64	1.92	1.89	1.67	1.89	Greater than 1.6 passengers/hour
Rides by supplemental providers	N/A	N/A	N/A	N/A	N/A	No more than 25%
Vendor cost per ride	N/A	N/A	N/A	N/A	N/A	
Rides < 10 miles	62.91%	62.50%	64.43%	65.11%	63.39%	
Rides > 10 miles	37.09%	37.50%	35.37%	34.89%	36.44%	
Denied Rides	0	0	0	0	0	Zero
Missed Trips	7	42	159	70	14	
Excessively Long Trips	1	1	13	12	2	New Stat Jan 2017
# Trips at Base Fare	3,290	3,535	26,461	15,741	3819	
# Trips > Base Fare	947	999	8,180	4,482	1,114	

Attachment B

Comparative Operating Statistics through February 2019.

	February 2018	February 2019	FY 18	FY 19	Performance Averages	Performance Goals
Requested	6,626	7,007	55,662	35,221	6,915	
Performed	5,819	6066	47,804	30,835	6063	
Cancels	20.80%	24.20%	21.60%	21.85%	22.16%	
No Shows	3.20%	3.18%	3.57%	3.83%	3.63%	Less than 3%
Total miles	49,271	47,226	404,358	255,500	50360	
Av trip miles	6.27	5.83	6.24	6.25	6.18	
Within ready window	87.18%	82.90%	87.18%	80.91%	83.95%	90.00% or better
Call center volume	5,820	N/A	N/A	N/A	N/A	information not available
Hold times less than 2 minutes	94.97%	N/A	N/A	94.8%	N/A	information not available
Distinct riders	551	647	1,263	1,204	673	
Most frequent rider	39 rides	70 rides	309 rides	197 rides	59 rides	
Shared rides	52.5%	57.5%	54.4%	66.3%	64.11%	Greater than 60%
Passengers per rev hour	1.83	2.08	1.88	1.96	1.92	Greater than 1.6 passengers/hour
Rides by supplemental providers	N/A	N/A	N/A	N/A	N/A	No more than 25%
Vendor cost per ride	N/A	N/A	N/A	N/A	N/A	
Rides < 10 miles	64.00%	62.83%	64.00%	62.47%	63.29%	
Rides > 10	36.00%	37.17%	36.00%	37.53%	36.71%	
Denied Rides	0	0	0	0	0	Zero
Missed Trips	3	17	162	113	15	N/A
Excessively Long Trips	3	4	16	14	2	New Stat Jan 2017
# Trips Base Fare	3,702	3,900	30,163	19,589	3,836	
# Trips > Base Fare	1,186	1,035	9,366	5,543	1,102	

Attachment B

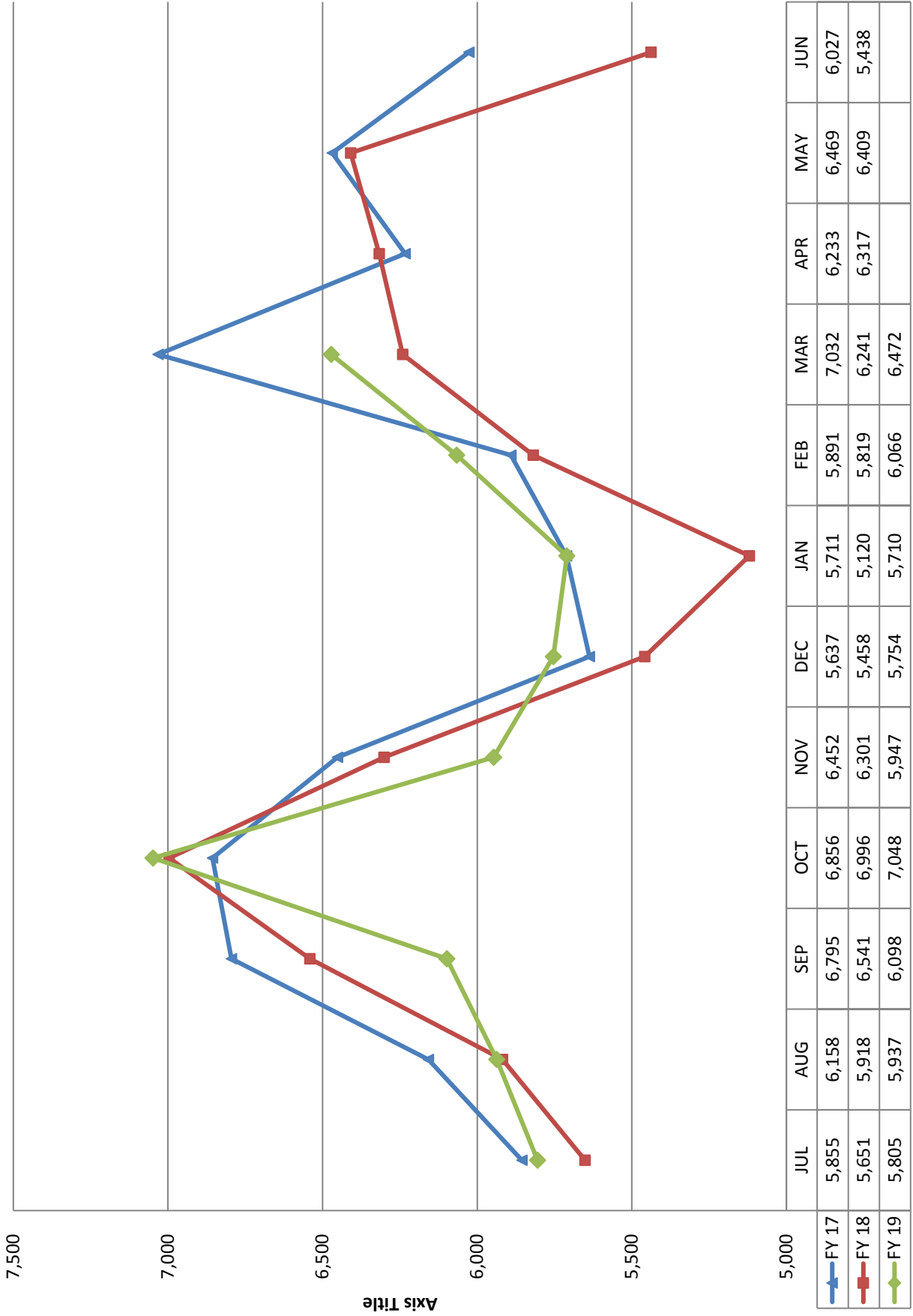
Comparative Operating Statistics through March 2019.

	March 2018	March 2019	FY 18	FY 19	Performance Averages	Performance Goals
Requested	7,340	7,007	62,002	62,805	6,935	
Performed	6,241	6,472	54,045	54,833	6083	
Cancels	23.34%	25.98%	21.81%	22.87%	22.38%	
No Shows	3.31%	3.27%	3.54%	3.73%	3.62%	Less than 3%
Total miles	54,426	49,928	458,751	445,375	49985	
Av trip miles	6.48	5.73	6.27	6.06	6.11	
Within ready window	88.24%	82.52%	84.85%	82.41%	83.47%	90.00% or better
Call center volume	5,481	N/A	25,569	N/A	N/A	information not available
Hold times less than 2 minutes	95.67%	N/A	N/A	N/A	N/A	information not available
Distinct riders	594	703	1,336	1,473	683	
Most frequent rider	55 rides	55 rides	345 rides	336 rides	59 rides	
Shared rides	58.0%	67.5%	55.2%	65.4%	64.90%	Greater than 60%
Passengers per rev hour	1.66	2.05	1.87	1.98	1.95	Greater than 1.6 passengers/hour
Rides by supplemental providers	N/A	N/A	N/A	N/A	N/A	No more than 25%
Vendor cost per ride	N/A	N/A	N/A	N/A	N/A	
Rides < 10 miles	63.07%	62.84%	63.90%	62.45%	63.27%	
Rides > 10	36.93%	37.16%	36.10%	37.55%	36.73%	
Denied Rides	0	0	0	0	0	Zero
Missed Trips	6	16	212	168	16	N/A
Excessively Long Trips	3	2	19	23	2.17	New Stat Jan 2017
# Trips Base Fare	3,950	4,033	34,113	34,689	3,843	
# Trips > Base Fare	1,258	1141	10,624	9,632	1,092	

- THIS PAGE INTENTIONALLY LEFT BLANK -

Attachment C

Number of Rides Comparison

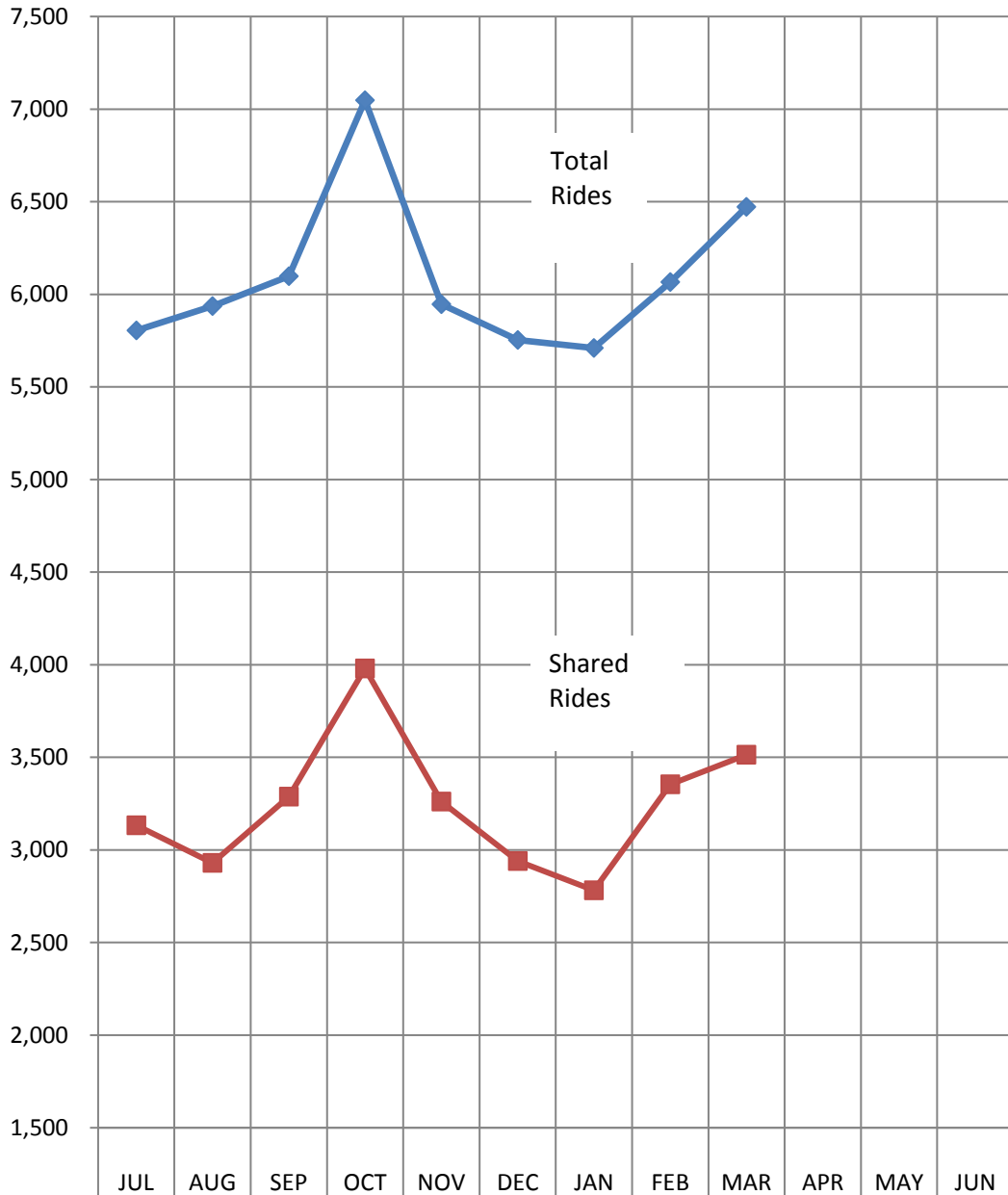


9-05C.1

- THIS PAGE INTENTIONALLY LEFT BLANK -

Attachment D

Total Ride vs. Shared Ride Count

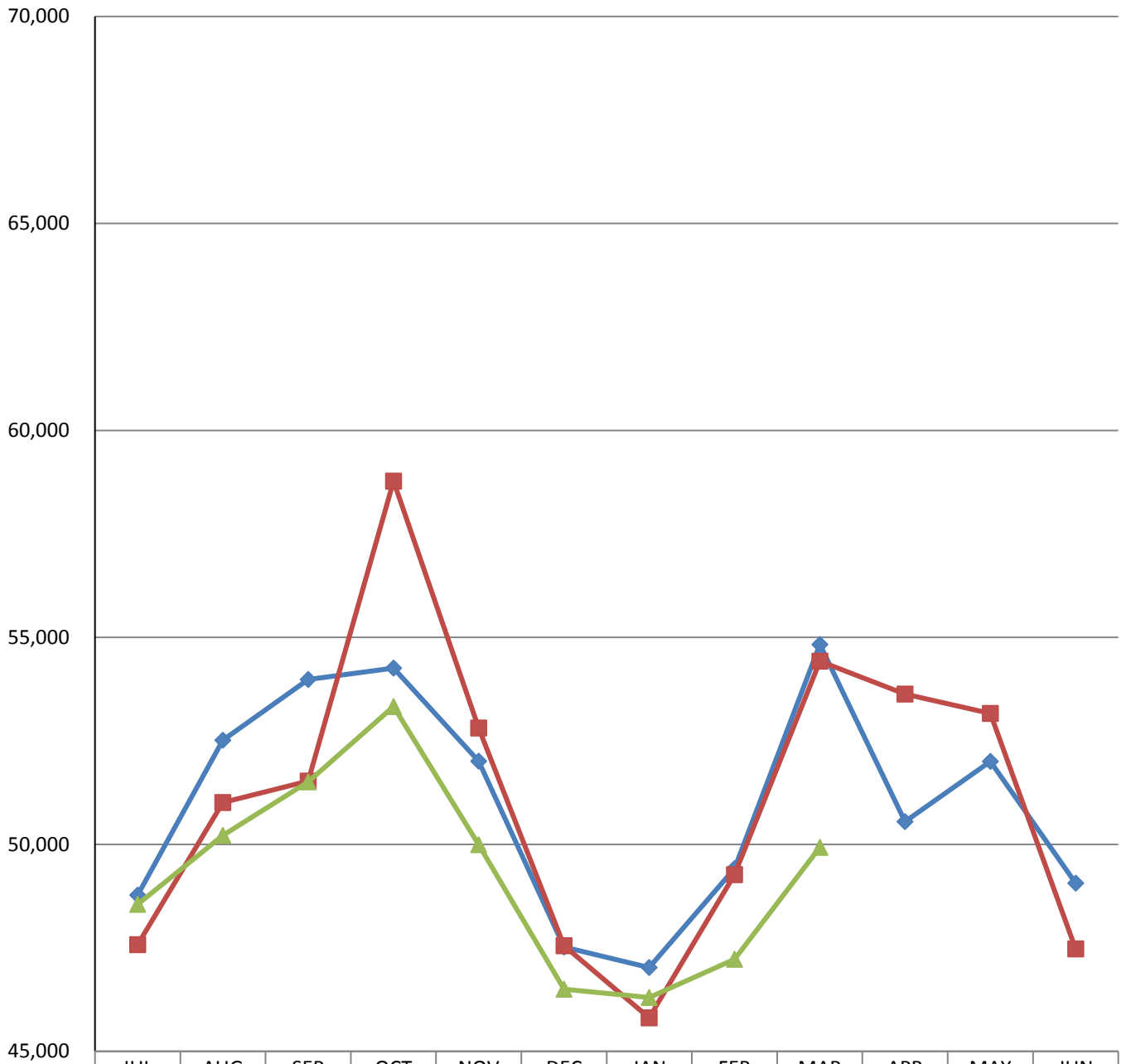


Total Rides	5,805	5,937	6,098	7,048	5,947	5,754	5,710	6,066	6,472			
Shared Rides	3,132	2,930	3,287	3,980	3,261	2,939	2,782	3,354	3,513			

- THIS PAGE INTENTIONALLY LEFT BLANK -

Attachment E

Annual Miles Comparison



	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
◆ FY 17	48,777	52,513	53,982	54,257	52,009	47,522	47,024	49,416	54,831	50,549	52,001	49,061
■ FY 18	47,578	51,011	51,532	58,776	52,811	47,551	45,811	49,271	54,426	53,633	53,164	47,473
▲ FY 19	48,549	50,216	51,513	53,331	49,990	46,501	46,300	47,226	49,928			

- THIS PAGE INTENTIONALLY LEFT BLANK -

Attachment F

Monthly Assessments

MONTHLY ASSESSMENTS						
	UNRESTRICTED	RESTRICTED CONDITIONAL	RESTRICTED TRIP BY TRIP	TEMPORARY	DENIED	TOTAL
APRIL 2018	35	0	0	0	0	35
MAY 2018	33	0	0	1	0	34
JUNE 2018	37	0	1	0	0	38
JULY 2018	47	0	0	1	0	48
AUGUST 2018	37	0	3	2	0	42
SEPTEMBER 2018	35	0	0	2	0	37
OCTOBER 2018	36	0	0	0	0	36
NOVEMBER 2018	26	1	0	0	0	27
DECEMBER 2018	17	0	0	0	0	17
JANUARY 2019	21	0	2	0	0	23
FEBRUARY 2019	10	0	0	1	0	11
MARCH 2019	30	0	1	0	0	31

Number of Eligible Riders for the month of January 2019 = 3,713
Number of Eligible Riders for the month of February 2019 = 3,737
Number of Eligible Riders for the month of March 2019 = 3,740

- THIS PAGE INTENTIONALLY LEFT BLANK -



DATE: May 17, 2019
TO: Board of Directors
FROM: Barrow Emerson, Planning & Development Manager
SUBJECT: METRO SYSTEM RIDERSHIP REPORTS FOR THE THIRD QUARTER OF FY19

I. RECOMMENDED ACTION

Accept and file the METRO system ridership report for the third quarter of FY19

II. SUMMARY

- FY19 Q3 total ridership decreased 1.9% compared to FY18 Q3.
- Non-student ridership decreased 8.1%
- Highway 17 ridership decreased 1.8%.
- UCSC ridership increased 1.7%.
- Cabrillo College ridership decreased 2.8%.

III. DISCUSSION/BACKGROUND

This report contains ridership summaries and ridership by route for Santa Cruz Metropolitan Transit District (METRO) fixed route bus service for the third quarter (Q3) of FY19 (January 1 – March 31, 2019). Quarterly ridership reports keep the Board of Directors apprised of METRO's ridership statistics and ridership trends:

- Attachment A shows system-wide and college student ridership statistics for Q3 of FY19 and makes year-over year comparisons with ridership statistics.
- Attachment B shows the average ridership and pass/fare usage per route and system-wide.

FY19 Q3 total fixed-route ridership decreased 1.9% compared to FY18 Q3.

Reason(s) include:

- Local ridership decreased 1.9%. Ridership on local routes was 94.8% of total fixed route ridership.
- Non-Student ridership on METRO's local system decreased 8.1%. Non-students are 32.0% of the local ridership and 35.5% of total ridership.
 - Increased rainfall this winter depressed weekend ridership. A 2018 transportation research study on the effect of local weather conditions indicates that rainfall has a concurrent and lagged effect on weekend

bus ridership, when more discretionary trips occur than during the weekdays.

- Average weekend ridership decreased 17.3% compared to Q3 of last fiscal year.
- A 2019 study conducted by the foundation Transit Center reports that that increased housing costs are pushing lower-income residents further from more transit accessible areas. Costs are typically higher in transit accessible neighborhoods than in similar areas with less transit access. Lower-income residents, who are more likely to ride the bus than those with higher incomes, are not able to afford to live in areas with greater access to transit.
- Student pass usage increased 1.3%
 - UCSC ridership increased 1.7%
 - Weekday UCSC ridership increased 4.8%, even with the UCSC strike on 3/20 that resulted in an estimated 66% decrease on the average class ridership for that day.
 - Weekend UCSC ridership decreased 11.5% in Q3.
 - Uber and Lyft are reducing weekend ridership. A 2019 study out of the University of Kentucky reveals that Uber and Lyft decreases bus ridership by 1.7% when they enter a city, and the effect is cumulative over time.
 - Cabrillo ridership decreased 2.8%
 - This is the first quarter with decreased Cabrillo ridership since the implementation of the Cabrillo Bus Pass in Q1 of FY17.
 - Cabrillo College reports decreased enrollment this semester. METRO lacks the exact enrollment data so it is difficult to state definitely how the decreased ridership correlates with decreased enrollment.
- Highway 17 ridership decreased 1.8%. Ridership on the commuter route was 5.2% of total fixed route ridership.
- Increased access to private vehicles negatively affects transit ridership. A 2019 study conducted by the foundation TransitCenter revealed that an additional 11% of respondents have full-time access to a private vehicle, compared to 2 years ago. Results indicated that even partial access to a personal vehicle causes transit use to fall by more than seven days a month.
 - An increase in sub-prime auto loan financing since 2015 allowed more people the ability to purchase a vehicle. However, the rates of delinquency on auto loan payments reached a record high this quarter indicating a growing inability to afford the costs of a private vehicle.

- Average gas prices in California are now over \$4, a rate that we have not seen since 2014, and new vehicle sales in California dropped 2.5% this quarter compared to 2018.
- Highway 17 peak traffic volumes exceed the capacity of the roadway and the congestion on the freeway causes delays for bus trips leading to unreliable transit service.
- Increased telecommuting results in less riders utilizing transit daily.
 - Highway 17 15-Ride pass usage increased 15.9% while, 31-Day passes decreased 3.8%.

Quarterly discounted ridership decreased 6.3% [Passes - 3.0% and Cash - 9.8%]

Reason(s) include:

- Paracruz ridership increased 6.2% compared to Q3 of FY18

Regular pass and cash fares decreased 7.6% [Passes - 5.9% and Cash - 10.8%].

Reason(s) include:

- Loss of discretionary riders.
 - Slower speeds due to street and highway congestion. Caltrans Average Annual Daily Traffic Counts show that the volume of cars on Highway 1 increased by 10% over the last 6 years.
- Increased use of the 1-Ride Pass decreased cash usage on Hwy 17.
 - The usage of the 1-Ride Hwy 17 pass comprises 5.0% of total rides on the Hwy 17 this quarter. Weekends are when most discretionary riders pay cash and this pass provides an easier fare payment method
 - METRO implemented this pass to reduce dwell time and improve on time performance on the commuter service.

Attachment B shows average ridership per trip for all weekday and weekend routes in Q3 of FY19. System-wide, on average there are 31 riders per trip on weekdays and 27 riders per trip weekends.

- The weekday routes with the highest ridership average is Route 15
 - This route serves UCSC via Laurel West. Previously, the route 16 had the highest ridership in the system. The implementation of articulated buses, which have a greater capacity than the 40 ft. buses that serve other UCSC routes, allow for greater capacity on the route 15.
- The weekend route with the highest ridership average are routes 16 and 20.

- These routes serve Laurel East and the West Side. This route has the greatest span of service of all UCSC routes on the weekend. Ridership in the evenings increased due to reduced late night on campus service, provided by TAPS.
- The weekday and weekend route with the lowest ridership average is Route 79.
 - This route serves Pajaro/East Lake. There are plans to review the ridership patterns of this route following the on-board survey conducted in April 2019, in conjunction with upcoming planning for the Watsonville Circulator to be implemented in 2020, to understand how to improve service for Watsonville riders.

IV. FINANCIAL CONSIDERATIONS/IMPACT

Revenue derived from passenger fares and passes is reflected in the FY19 operating budget.

V. ALTERNATIVES CONSIDERED

There are no alternatives to consider.

VI. ATTACHMENTS

Attachment A: Quarterly System Ridership Summary for FY19 Q3 (January 1 – March 31, 2019)

Attachment B: Quarterly Average Ridership by Route Report for FY19 Q3 (January 1 – March 31, 2019)

Prepared by: Cayla Hill, Planning Analyst

VII. APPROVALS

Barrow Emerson,
Planning and Development Director



Approved as to fiscal impact:
Angela Aitken, CFO



Alex Clifford, CEO/General Manager



- THIS PAGE INTENTIONALLY LEFT BLANK -

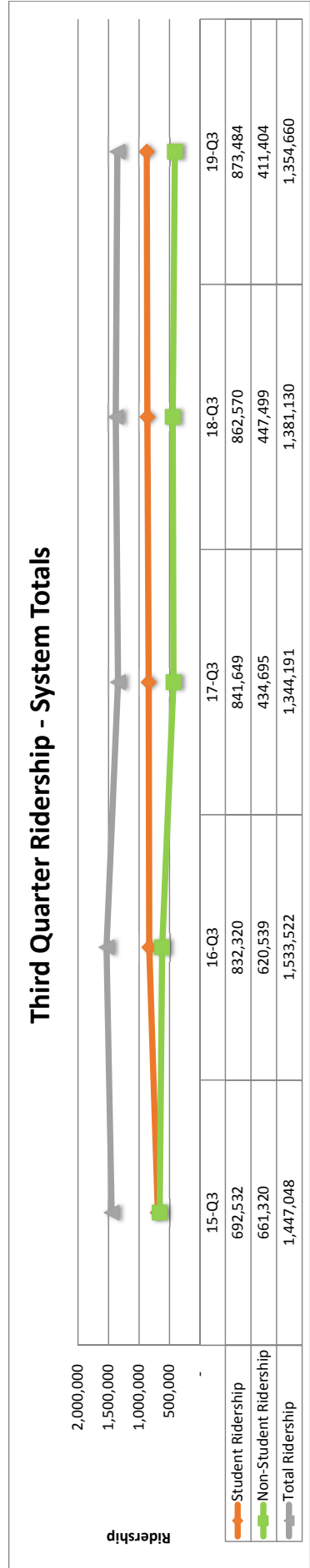
Quarterly System Ridership Summary

FY19 Q3 (January 2019 - March 31, 2019)

Calendar Operating Days		Discounted Pass Usage (Senior/Disabled)			Regular Pass Usage				
	This Year	Last Year	FY19 Q3	FY18 Q3	% Change	This Year	Last Year	% Change	
Weekdays	62	63	95,024	97,949	-3.0%	Local Pass Usage	133,069	142,514	-6.6%
Weekends	27	26				Hwy 17 Pass Usage	35,266	34,633	1.8%
UCSC School Days *	54	54				Local Cruz Cash Usage	6,426	7,910	-18.8%
Cabrillo School Days **	38	38				Hwy 17 Cruz Cash Usage	2,494	3,317	-24.8%
						Total Pass Usage	177,255	188,374	-5.9%

Discounted Cash Usage (Senior/Disabled)			Regular Cash Usage				
	This Year	Last Year	% Change	This Year	Last Year	% Change	
Local Single Cash Fare	46,686	51,286	-9.0%	Local Single Cash Fare	135,732	150,885	-10.0%
Hwy 17 Single Cash Fare	4,169	5,088	-18.1%	Hwy 17 Single Cash Fare	31,230	36,206	-13.7%
Total Cash Usage	50,855	56,374	-9.8%	Total Cash Usage	166,962	187,091	-10.8%

System Totals			Student Pass Totals				
	FY19 Q3	FY18 Q3	% Change	This Year	Last Year	% Change	
Local Fixed Route	1,284,888	1,310,069	-1.9%	UCSC	799,084	786,034	1.7%*
Highway 17 Express	69,772	71,061	-1.8%	Cabrillo	74,400	76,536	-2.8%**
System Total	1,354,660	1,381,130	-1.9%	Student Total	873,484	862,570	1.3%



- THIS PAGE INTENTIONALLY LEFT BLANK -

Quarterly Average Ridership by Route Report

October 1, 2018 - December 31, 2018		Average Weekday Ridership per Trip					Average Weekend Ridership per Trip				
Route	Corridor	Total Riders	UCSC Riders %	Cabrillo Riders %	Discount Fares and Passes %	Regular Passes %	Total Riders	UCSC Riders %	Cabrillo Riders %	Discount Fares and Passes %	Regular Passes %
UCSC											
10	UCSC via High St.	54	97%	0%	1%	1%	53	91%	0%	2%	1%
15	UCSC via Laurel West	69	97%	0%	1%	1%					
16	UCSC via Laurel East	67	97%	0%	1%	1%	64	93%	0%	2%	1%
19	UCSC via Lower Bay	54	95%	1%	2%	1%	59	90%	1%	3%	1%
20	UCSC via West Side	49	88%	2%	4%	4%	63	87%	1%	3%	1%
20D	UCSC via West Side Supp.	46	98%	0%	0%	1%					
22	UCSC/Coastal Science Campus	55	99%	0%	0%	0%					
Intercity											
35/35A	Santa Cruz/Scotts Valley/SLV	15	6%	7%	23%	37%	18	4%	5%	29%	27%
69A	Capitola Road/Watsonville	25	9%	7%	31%	22%	21	11%	7%	28%	18%
69W	Cap. Road/Cabrillo/Watsonville	28	8%	23%	22%	23%	22	12%	9%	25%	18%
71	Santa Cruz to Watsonville	28	5%	18%	26%	24%	21	5%	7%	30%	20%
91X	Santa Cruz/Watsonville Express	16	6%	48%	15%	15%					
Rural											
40	Davenport/North Coast	26	1%	0%	6%	61%					
41	Bonny Doon	10	21%	4%	20%	38%					
42	Davenport/Bonny Doon	12	15%	2%	17%	31%	11	20%	2%	30%	23%
Local											
3	Mission/Beach	10	33%	6%	27%	25%	9	44%	4%	31%	8%
4	Harvey West/Emeline	15	7%	4%	50%	32%					
55	Rio Del Mar	14	2%	42%	25%	20%	8	3%	10%	52%	10%
66	Live Oak via 17th	14	10%	6%	20%	26%	12	11%	4%	68%	18%
68	Like Oak via Broadway/Portola	13	21%	7%	27%	26%	10	20%	5%	32%	16%
72	Watsonville Hospital/Pinto Lake	13	1%	9%	36%	24%	7	0%	8%	84%	17%
74S	PVHS/Watsonville Hospital	16	0%	3%	8%	22%					
75	Green Valley Road	13	0%	9%	38%	24%	11	0%	5%	45%	19%
79	Pajaro/East Lake	4	0%	15%	36%	24%	4	0%	4%	267%	17%
Highway 17											
Hwy 17	Hwy 17 Express	15	-	-	7%	52%	19	-	-	6%	31%
	Avg. Ridership per Trip	31	61%	6%	10%	12%	27	49%	3%	16%	11%

35 Calendar School Days of SJSU
 38 Calendar School Days of Cabrillo
 54 Calendar School Days of UCSC

Quarterly Average Ridership by Route Report

October 1, 2018 - December 31, 2018		Average Weekday Ridership per Trip					Average Weekend Ridership per Trip				
Route	Corridor	Total Riders	UCSC Riders	Cabrillo Riders	Discount Fares and Passes	Regular Passes	Total Riders	UCSC Riders	Cabrillo Riders	Discount Fares and Passes	Regular Passes
UCSC											
10	UCSC via High St.	54	52	0	1	1	53	48	0	1	1
15	UCSC via Laurel West	69	67	0	0	1					
16	UCSC via Laurel East	67	65	0	1	1	64	60	0	1	1
19	UCSC via Lower Bay	54	51	0	1	1	59	53	0	2	1
20	UCSC via West Side	49	43	1	2	2	63	54	0	2	1
20D	UCSC via West Side Supp.	46	46	0	0	0					
22	UCSC/Coastal Science Campus	55	54	0	0	0					
Intercity											
35/35A	Santa Cruz/Scotts Valley/SLV	15	1	1	3	6	18	1	1	5	5
69A	Capitola Road/Watsonville	25	2	2	8	5	21	2	1	6	4
69W	Cap. Road/Cabrillo/Watsonville	28	2	6	6	7	22	3	2	6	4
71	Santa Cruz to Watsonville	28	2	5	7	7	21	1	2	6	4
91X	Santa Cruz/Watsonville Express	16	1	7	2	2					
Rural											
40	Davenport/North Coast	26	0	0	2	16					
41	Bonny Doon	10	2	0	2	4					
42	Davenport/Bonny Doon	12	2	0	2	4	11	2	0	3	3
Local											
3	Mission/Beach	10	3	1	3	2	9	4	0	3	1
4	Harvey West/Emeline	15	1	1	8	5					
55	Rio Del Mar	14	0	6	3	3	8	0	1	4	1
66	Live Oak via 17th	14	1	1	3	4	12	1	1	8	2
68	Like Oak via Broadway/Portola	13	3	1	3	3	10	2	1	3	2
72	Watsonville Hospital/Pinto Lake	13	0	1	5	3	7	0	1	6	1
74S	PVHS/Watsonville Hospital	16	0	0	1	4					
75	Green Valley Road	13	0	1	5	3	11	0	1	5	2
79	Pajaro/East Lake	4	0	1	2	1	4	0	0	11	1
Highway 17											
Hwy 17	Hwy 17 Express	15	-	-	1	8	19	-	-	1	6
Avg. Ridership per Trip		31	19	2	3	4	27	13	1	4	3

35 Calendar School Days of SJSU
 38 Calendar School Days of Cabrillo
 54 Calendar School Days of UCSC



DATE: May 17, 2019
TO: Board of Directors
FROM: Barrow Emerson, Planning & Development Director
**SUBJECT: STATE ROUTE 1 BUS ON SHOULDERS PROJECT DEVELOPMENT
ACTIVITIES**

I. RECOMMENDED ACTION

That the Board receive a presentation and:

- A) Approve continuing with the development of the concept for the State Route 1 Bus On Shoulders project; and,**
- B) Authorize the expenditure of up to \$125,000 for the further project development activities for the operating concept, preliminary engineering, and coordination**

II. SUMMARY

- In 2018, Santa Cruz Metropolitan Transit District (METRO) and Monterey-Salinas Transit (MST) completed a study of the feasibility of bus operations on State Route (SR1) shoulders.
- The Feasibility Study identified opportunities and constraints, and includes a financial analysis of various approaches to providing bus operations on SR1 shoulders.
- The recommended alternative for implementation in Santa Cruz County involves coordination with the Santa Cruz County Regional Transportation Commission (RTC) auxiliary lane projects on SR1.
- At its August 24, 2018 meeting, the METRO Board approved a Memorandum of Understanding (MOU) with the Santa Cruz County Regional Transportation Commission (RTC), committing \$50,000 in FY19 operating funds to further develop an operating concept for review by California Department of Transportation (Caltrans), which could lead to subsequent project approval and environmental clearance of the improvements.
- METRO and RTC now want to move forward with further project development activities to progress the operating concept, by entering into an amendment to the MOU, providing an additional \$125,000 for continued concept development, preliminary engineering, and coordination required to obtain Caltrans approval.

III. DISCUSSION/BACKGROUND

SR1 in both Monterey and Santa Cruz Counties is heavily congested during the morning and afternoon peak periods. During congested times, travel speeds are diminished, significant delays result and long queues form behind breakdown points.

Bus operations along the congested portions of SR1 pose a significant challenge for METRO to keep public transit competitive with the single occupant vehicle in the same traffic conditions. In order to address similar problems, transit agencies in other states and California have implemented "bus on shoulder" (BOS) operations during peak congestion times in collaboration with their state department of transportation partners. The purpose of operating buses on highway shoulders is to keep buses moving and to provide a competitive advantage to the bus passenger over driving their own vehicle. This solution also helps address the congestion problem, reduces greenhouse gas emissions and could potentially increase ridership.

AB 946 (Assembly Member Mark Stone) was passed in 2013, allowing Monterey and Santa Cruz Counties the ability to move forward with a feasibility study.

In 2018, METRO and MST completed a feasibility study to evaluating the possibility of operating buses on highway shoulders in Monterey and Santa Cruz counties.

This report was prepared in cooperation with Caltrans, CHP, TAMC, MST, RTC, METRO and local jurisdictions.

The full Feasibility Study can be found on the METRO website: [Monterey Bay Area Feasibility Study of Bus on Shoulder Operations on State Route 1 and the Monterey Branch Line](#)

Key Findings of Feasibility Study – Santa Cruz County

Some of the key findings of the Feasibility Study for Santa Cruz County are:

- Congestion and unreliability keeps METRO from using SR1 more extensively for bus services.
- Existing and planned auxiliary lanes provide an opportunity for BOS operations and must be implemented in coordination with each stage of the auxiliary lane projects. This approach would be the most effective, with the least cost, and operationally superior.

Project cost estimates were developed for the different options along the project corridor. The BOS concept, operating in conjunction with the auxiliary lanes has a cost estimate of \$7.9 million.

There is an opportunity for significant time savings with a BOS operation of SR-1. Generally BOS operations are allowed to operate at a speed of up to 15 miles per hour faster than the adjacent congested general traffic lanes. For the eight plus mile segment between the Morrissey and State Park Drive interchanges, where peak travel speeds are currently around 15 miles per hour, this could result in a savings of more than 15 minutes per trip. Even more important than the actual speed is the reliability in travel time on every trip that is possible with BOS. Reliability is important to riders who have destinations that they need to get to on time.

Recent Project Development Activities

At its August 24, 2018 meeting, the METRO Board approved a Memorandum of Understanding (MOU) with the Santa Cruz County Regional Transportation Commission (RTC) as the implementing agency for the project, committing \$50,000 in FY19 operating funds to further develop a Concept of Operations (ConOps) for review by California Department of Transportation (Caltrans), which could lead to subsequent project approval and environmental clearance of the improvements.

The Draft ConOps was reviewed by Caltrans in November of 2018. Although Caltrans comments were minor, they require approval from the California Traffic Control Device Committee (CTCDC) for all signage and pavement markings that deviate from the California Manual for Traffic Control Devices (MUTCD). The proposal for non-standard signing and pavement markings will be reviewed by the CTCDC at the August 2019 meeting.

The Draft ConOps was also provided to the California Highway Patrol (CHP) Headquarters and local divisions for review and comments have been received and incorporated into the document. The CHP is generally in support of the project, and continued coordination with the CHP through the development of the project through implementation will be essential to the success of the project. Support from CHP will greatly help in gaining approval from the CTCDC for the project's signing and pavement marking concept.

Next Steps

Upon Caltrans and CHP concurrence on the ConOps and approval of non-standard signing and pavement markings by CTCDC, RTC plans to implement each segment of the BOS project with the future auxiliary lane projects, as part of its Highway 1 Capital Investment Program.

The next step for METRO will be to commit up to an additional \$125,000 in operating funds (included in the draft FY20 METRO annual budget) for further project development activities for review and approval by Caltrans and CTCDC. The RTC plans to include funding for the bus on shoulder improvements when applying for state and federal grants to fund the auxiliary lane projects.

IV. FINANCIAL CONSIDERATIONS/IMPACT

Initial financial impact is the approximately \$125,000 to prepare further project development activities for Caltrans review and subsequent environmental review. The required funding is included in the FY20 draft Planning and Development Operating Budget within the Professional and Technical Fees (503031) account. Future costs could include the environmental review and implementation of required improvements.

V. ALTERNATIVES CONSIDERED

The alternative is to not pursue Highway 1 bus on shoulders solutions and accept the congestion related delays to METRO Highway 1 services, which limits the attraction of METRO services in terms of travel time savings relative to driving alone.


VI. ATTACHMENTS

Attachment A: Highway 1 Bus-On-Shoulder MOU Amendment 1

Prepared by: Barrow Emerson, Planning & Development Director

VII. APPROVALS:

Barrow Emerson
Planning & Development Director



Approved as to fiscal impact:
Angela Aitken, CFO



Alex Clifford, CEO/General Manager



- THIS PAGE INTENTIONALLY LEFT BLANK -

Attachment A

MEMORANDUM OF UNDERSTANDING HIGHWAY 1 BUS-ON-SHOULDER PROJECT AMENDMENT #1

This Amendment #1 to the existing Memorandum of Understanding (“MOU”) is entered into between the Santa Cruz Metropolitan Transit District (“METRO”) and the Santa Cruz County Regional Transportation Commission (“SCCRTC”) (collectively the “Parties”) this ____ day of ____, 2019. The Parties agree as follows:

RECITALS

WHEREAS, bus operations along the congested portions of Highway 1 within Santa Cruz County pose a significant challenge for METRO as the agency works to keep public transit competitive with single-occupant vehicles in the same traffic conditions.

WHEREAS, in June of 2018, a Feasibility Study was completed to evaluate the possibility of operating buses on highway shoulders in Monterey and Santa Cruz counties (“Bus-on-Shoulder”). This study was prepared in cooperation with Caltrans, California Highway Patrol (CHP), SCCRTC, METRO and other local jurisdictions.

WHEREAS, the Feasibility Study resulted in several findings, including a determination that Highway 1 shoulders lack the width and pavement structural section to support Bus-on-Shoulder operations without significant construction, and that existing and planned auxiliary lanes provide an opportunity for Bus-on-Shoulder operations and should be implemented in coordination with each of the auxiliary lane projects.

WHEREAS, METRO and the RTC are interested in the potential implementation of the Bus-on-Shoulder project to address existing and future traffic issues, the two parties entered into an MOU on October 1, 2018 to support development of an operating concept.

WHEREAS, additional project development activities are needed to obtain approvals by Caltrans, California Highway Patrol, and the California Traffic Control Device Committee.

WHEREAS, this Amendment to the MOU outlines the general cooperation and funding framework relating to the preparation of further project development activities for the Bus-on-Shoulder project with the SCCRTC as the implementing agency for the capital project and METRO responsible for the Operations of the facility as outlined in the Concept of Operations (ConOps).

WHEREAS, this MOU does not constitute a “Project” subject to the California Environmental Quality Act (“CEQA”).

Attachment A

NOW, THEREFORE:

1. METRO and SCCRTC agree to work in good faith with Caltrans staff and a contract consultant to complete further project development activities for the Bus-on-Shoulder project as rapidly as possible.
2. SCCRTC agrees to contract, consistent with its contracting procedures, with a consultant it determines, in its sole reasonable discretion, to be qualified to prepare the further project development activities for the Bus-on-Shoulder project.
3. METRO agrees to contribute \$125,000 of METRO funds towards the cost of the preparation of the further project development activities by the contract consultant. SCCRTC shall be responsible for the remaining cost of the contract, unless this MOU is amended in writing to require METRO to contribute additional funds. Except for METRO's contribution of funds hereunder, each party shall be responsible for its own costs incurred pursuant to this MOU.
4. It is agreed that time is of the essence.
5. SCCRTC and METRO shall defend, indemnify and hold one another and their respective officers, employees, and agents harmless from and against any and all liability, loss, expense, or claims for injury or damages arising out of the performance of this Agreement, but only in proportion to and to the extent such liability, loss, expense, attorney's fees, or claims for injury or damages are caused by or result from the negligent acts or omissions or willful misconduct of their respective officers, agents, or employees.
6. This Amendment to the MOU will be effective when signed by the officials listed below and will continue to be effective until completion of the project development activities for the Bus-on-Shoulder project, unless amended. Amendments may be made upon mutual agreement, in writing, of the Parties.

Santa Cruz Metropolitan
Transit District

By: _____
Title: _____ Date _____
Name: _____

Santa Cruz County Regional
Transportation Commission

By: _____
Title: _____ Date _____
Name: _____



DATE: May 17, 2019
TO: Board of Directors
FROM: Angela Aitken, Chief Financial Officer
**SUBJECT: ACCEPT AND FILE THE YEAR TO DATE MONTHLY FINANCIAL REPORT
AS OF MARCH 31, 2019**

I. RECOMMENDED ACTION

**That the Board of Directors accept and file the Year to Date Monthly
Financial Report as of March 31, 2019**

II. SUMMARY OF ISSUES

- An analysis of Santa Cruz Metropolitan Transit District's (METRO) financial status is prepared monthly in order to inform the Board of Directors regarding METRO's actual revenues and expenses in relation to the adopted operating and capital budgets for the fiscal year.
- This staff report is the web-accessible companion document to the attached PowerPoint presentation titled "Year to Date Monthly Financial Report as of March 31, 2019."
- Staff recommends that the Board of Directors accept and file the attached report.

III. DISCUSSION/BACKGROUND

Below are the written explanations of the various charts and graphs in the attached Year to Date Monthly Financial Report as of March 31, 2019. The fiscal year has elapsed 75%.

Slide 1

(Cover) Year to Date Monthly Financial Report as of March 31, 2019

Slide 2

FY19 Operating Revenue and Expenses for the Month Ending March 31, 2019

- Operating Revenues for the month are favorable by \$192K
- Operating Expenses
 - Labor Regular - unfavorable by \$65K
 - Labor OT - unfavorable by \$145K
 - Fringe Benefits – favorable by \$140K
 - Non-Personnel - unfavorable by \$28K

- Total Operating Expenses – unfavorable by \$96K
- Transfers – favorable by \$23K
- Operating Balance – favorable by \$73K

Slide 3

FY19 Operating Revenue and Expenses Year to Date as of March 31, 2019

- Operating Revenues Year to Date are favorable by \$2,030K
- Operating Expenses
 - Labor Regular - favorable by \$1,153K
 - Labor OT - unfavorable by \$1,127K
 - Fringe Benefits - favorable by \$810K
 - Non-Personnel - favorable by \$530K
- Total Operating Expenses – favorable by \$1,367K
- Transfers – favorable by \$237K
- Operating Balance – favorable by \$3,160K

Slide 4

FY19 Operating Revenue by Major Funding Source - Year to Date as of March 31, 2019

- Passenger Fares - actual is \$7,731K while budget is \$7,679K
- Sales Tax Revenue (including Measure D) - actual is \$19,849K while budget is \$18,652K
- Other Revenue - actual is \$687K while budget is \$400K
- Transp Dev Act (TDA) - actual is \$5,519K while budget is \$5,306K
- STA Op Assistance – actual is \$2,009K while budget is \$1,770K
- Federal Op Assistance - actual is \$218K while budget is \$174K.

Slide 5

Favorable/ (Unfavorable) Revenue Variance to Budget Year to Date as of March 31, 2019

- Passenger Fares variance to budget is favorable by \$52K primarily due to:
 - Special Transit Fares over budget (Contract payments from UCSC exceeding our budget projections).
- Sales Tax Revenue variance to budget is favorable by \$1,197K. Significant fluctuations in the variance to budget are expected in FY19 as the California Department of Tax and Fee Administration (CDT FA) changed the way funds

are disbursed, while the monthly budget allocations are based on last year's actual allocations.

- Other Revenue variance to budget is favorable by \$286K primarily due to Interest income and Other Op Assistance/Funding (funding received by UCSC for the Articulated Bus Project)
- Transp Dev Act (TDA) variance to budget is favorable by \$213K due to revenues above prior year's estimates from RTC.
- STA Op Assistance variance to budget is favorable by \$238K due to revised estimates by the State Controller's office that increased the total amount of the FY2018 -2019 STA funding to Santa Cruz County.
- Federal Op Assistance variance to budget is favorable by \$43K due to Medicare Subsidy.

Slide 6

FY19 Operating Expenses by Major Expense Category Year to Date as of March 31, 2019

- Labor - Regular- actual is \$11,728K while budget is \$12,881K
- Labor – OT - actual is \$2,406K while budget is \$1,279K
- Fringe Benefits - actual is \$15,195K (*of which \$3,976K is the Retirement Expense YTD*) while budget is \$16,005K
- Services - actual is \$2,586K while budget is \$2,806K
- Mobile Materials & Supplies - actual is \$2,161K while budget is \$2,501K
- Other Expenses - actual is \$1,947K while budget is \$1,918K.

Slide 7

Favorable/ (Unfavorable) Expense Variance to Budget Year to Date as of March 31, 2019

- Labor – Regular variance to budget is favorable by \$1,154K primarily due to:
 - Vacant funded positions
 - Extended unpaid leaves of absence
- Labor – OT variance to budget is unfavorable by \$1,127K due to vacant positions and extended leaves of absence in various departments.
- Fringe Benefits variance to budget is favorable by \$810K primarily due to lower retirement and medical insurance costs.
- Services variance to budget is favorable by \$220K primarily due to Prof & Tech Fees under budget.
- Mobile Materials & Supplies variance to budget is favorable by \$340K due to Fuel/Lube Rev Veh and Rev Veh Parts.

- Other Expenses variance to budget is unfavorable by \$29K primarily due to Settlement costs and Operating Lease Expense (offset by additional revenue from UCSC for the Articulated Bus Project).

Slide 8

FY19 Transfers Year to Date as of March 31, 2019

- Transfer to Capital Budget (2016 Net Sales Tax Measure D) - actual is \$1,632K while budget is \$1,395K.
- Transfer to Capital Budget (2016 Net Sales Tax Measure D) variance to budget is favorable by \$237K.

Slide 9

FY19 Capital Budget Spending Year to Date (by Funding Source) as of March 31, 2019

- Total Capital Spending year to date is \$2,484K; FY19 budget is \$22.8M
 - Cal-OES Prop 1B Transits Security Grant spending (CTSGP) is \$103K
 - Operating and Capital Reserve spending is \$89K
 - Federal Capital Grants (FTA) spending is \$1,031K
 - Measure D spending is \$1,170K
 - State Transit Assistance (STA –SB-1-FY18) spending is \$12K
 - State – PTMISEA (1B) spending is \$79K.

Slide 10

FY19 Capital Budget Spending Year to Date as of March 31, 2019

- Total Capital Projects spending year to date is \$2,484K; FY19 budget is \$22.8M
 - Construction Related Projects spending is \$184K for the following projects:
 - Pacific Station/Metro Center – Conceptual Design
 - Metrobase Project – Judy K. Souza – Operations Bldg.
 - Transit Security Projects
 - IT Projects spending is \$4K for the following project:
 - Large Monitor Presentation System
 - Facilities Upgrades & Improvements spending is \$8K for the following project:
 - 138 Golf Club Fire Egress (FTA 5339a FY17)

- Revenue Vehicle Purchases, Replacement & Campaigns spending is \$2,131K for the following projects:
 - Electric Bus (3), Infrastructure and Project Management (FTA 5339c FY16)
 - AVL/ITS (FY18 STIP, Measure D)
 - VTA Bus Transfer - Decommission & Retrofit 10 Electric Hybrids, and 4 Diesel Artics
 - Paracruz Van Replacements (11) (FTA 5339a FY15/16)
 - Capitalized Lease (3 New Flyer Buses) – Year 2
 - Bus Repaint Campaigns (36) (FTA 5339a FY14)
 - Paratransit Vehicle (1) (FTA 5310 FY13/14)
 - Capitalized Lease – 3 New Flyer Buses – External Announcement System Programming Patch (Clever Devices)
- Non-Revenue Vehicle Replacements spending is \$55K for the following project:
 - Propane Fueled Tow Motor (FTA 5339a FY14)
- Office Equipment spending is \$32K for the following project:
 - Business Copy Machine – Admin (FTA 5339a FY18)
 - 4 Vertical Fire King File Cabinets (Admin)
- Misc. spending is \$70K for the following project:
 - TVM Pin Pad Bezel 8 Upgrade (6)
 - C/S Call Center Furnishings (FTA 5339a FY18)
 - XPR7550 Handheld Radios (3) & Batteries (7)

Slide 11

(Cover Sheet) - Additional Information

Slide 12

Economic Indicators & Ridership for the Month of March 2019

- Unemployment Rate % in Santa Cruz County is 6.9%
- \$ Gasoline per Gallon for the San Francisco-Oakland-San Jose area is \$3.60;
\$ Diesel is \$3.79
- Ridership YTD as of March 2019 changed as follows, year-over-year (FY18 – FY19):
 - 1.3% decrease in Total ridership
 - 1.4% decrease in Highway 17 ridership

- 1.3% decrease in Local ridership
- 0.5% increase in UCSC ridership
- 6.4% increase in Cabrillo ridership
- 4.8% decrease in Non-Student ridership.

Slide 13

FY19 Operating Revenue, Expenses, and Transfers Year to Date as of April 30, 2019: Preliminary

- Revenue – favorable by \$2,495K
- Operating Expenses:
 - Personnel Expenses - favorable by \$904K
 - Non-Personnel - favorable by \$871K
- Total Operating Expenses - favorable by \$1,775K
- Transfers –favorable by \$82K
- Operating Balance – favorable by \$4,188K

Slide 14

FY19 Operating Revenue, Expenses, and Transfers Year to Date as of June 30, 2019: Preliminary (reflects Actual Data for FY19 Quarters 1, 2, and 3 and Projections for the 4th Quarter)

- Revenue – favorable by \$1,815K
- Operating Expenses:
 - Personnel Expenses - favorable by \$890K
 - Non-Personnel - favorable by \$707K
- Total Operating Expenses - favorable by \$1,597K
- Transfers –favorable by \$3,412K
- Operating Balance – No variance to budget.

IV. FINANCIAL CONSIDERATIONS/IMPACT

Favorable budget variances in Operating Revenues and Expenses contributed to the favorable budget variance in Operating Balance, Year to Date as of March 31, 2019.

V. ALTERNATIVES CONSIDERED

- There are no alternatives to consider, as this is an accept and file Year to Date Monthly Financial Report.

VI. ATTACHMENTS

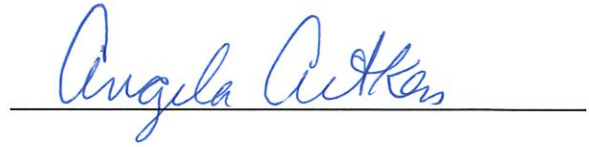
Attachment A: Year to Date Monthly Financial Report as of March 31, 2019 Presentation

Attachment B: FY19 Capital Budget Project Status Report as of March 31, 2019

Prepared By: Kristina Mihaylova, Sr. Financial Analyst

VII. APPROVALS:

Approved as to fiscal impact:
Angela Aitken, Chief Financial Officer



Alex Clifford, CEO/General Manager





Year to Date Monthly Financial Report as of March 31, 2019

Santa Cruz METRO Board of Directors

May 17, 2019

Angela Aitken, Chief Financial Officer

FY19 Operating Revenue and Expenses

For the Month Ending March 31, 2019

75% of Fiscal Year Elapsed

\$ In Thousands	Actual	Budget	Budget to Actual Favorable/ (Unfavorable)
Operating Revenue:	\$5,936	\$5,744	\$192
Operating Expenses:			
Labor - Regular	\$1,496	\$1,431	(\$65)
Labor - Overtime	\$287	\$142	(\$145)
Fringe Benefits	\$1,638	\$1,778	\$140
Non-Personnel Expenses	\$811	\$783	(\$28)
Total Operating Expenses:	\$4,231	\$4,135	(\$96)
Transfers:	(\$178)	(\$155)	\$23
Operating Balance:			\$73

9-08A.2



FY19 Operating Revenue and Expenses

Year to Date as of March 31, 2019

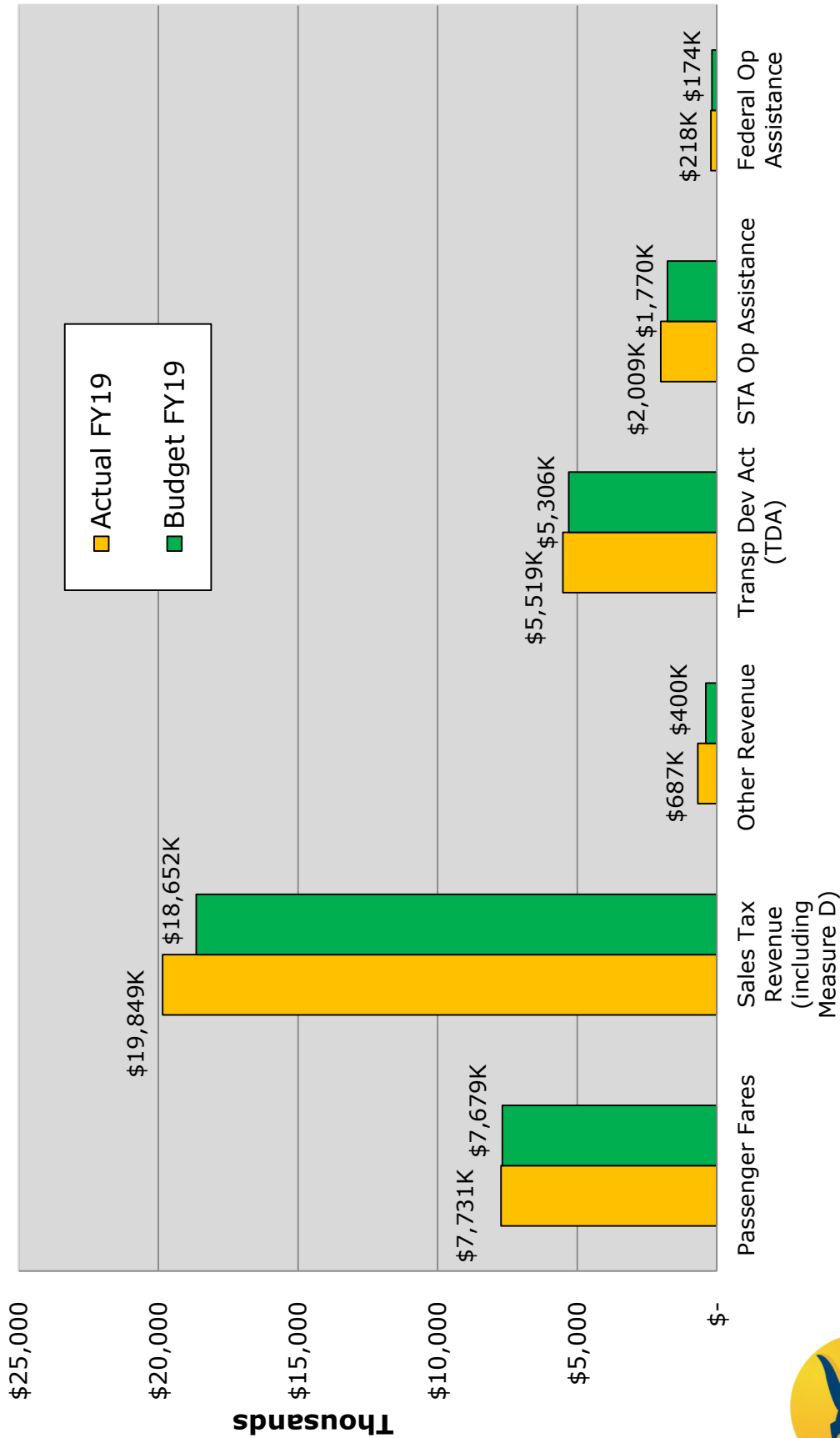
75% of Fiscal Year Elapsed

\$ In Thousands	Actual	Budget	Budget to Actual Favorable/ (Unfavorable)
Operating Revenue:	\$36,012	\$33,982	\$2,030
Operating Expenses:			
Labor - Regular	\$11,728	\$12,881	\$1,153
Labor - Overtime	\$2,406	\$1,279	(\$1,127)
Fringe Benefits	\$15,195	\$16,005	\$810
Non-Personnel Expenses	\$6,694	\$7,224	\$530
Total Operating Expenses:	\$36,022	\$37,389	\$1,367
Transfers:	(\$1,632)	(\$1,395)	\$237
Operating Balance:			\$3,160

9-08A.3



FY19 Operating Revenue by Major Funding Source Year to Date as of March 31, 2019 75% of Fiscal Year Elapsed

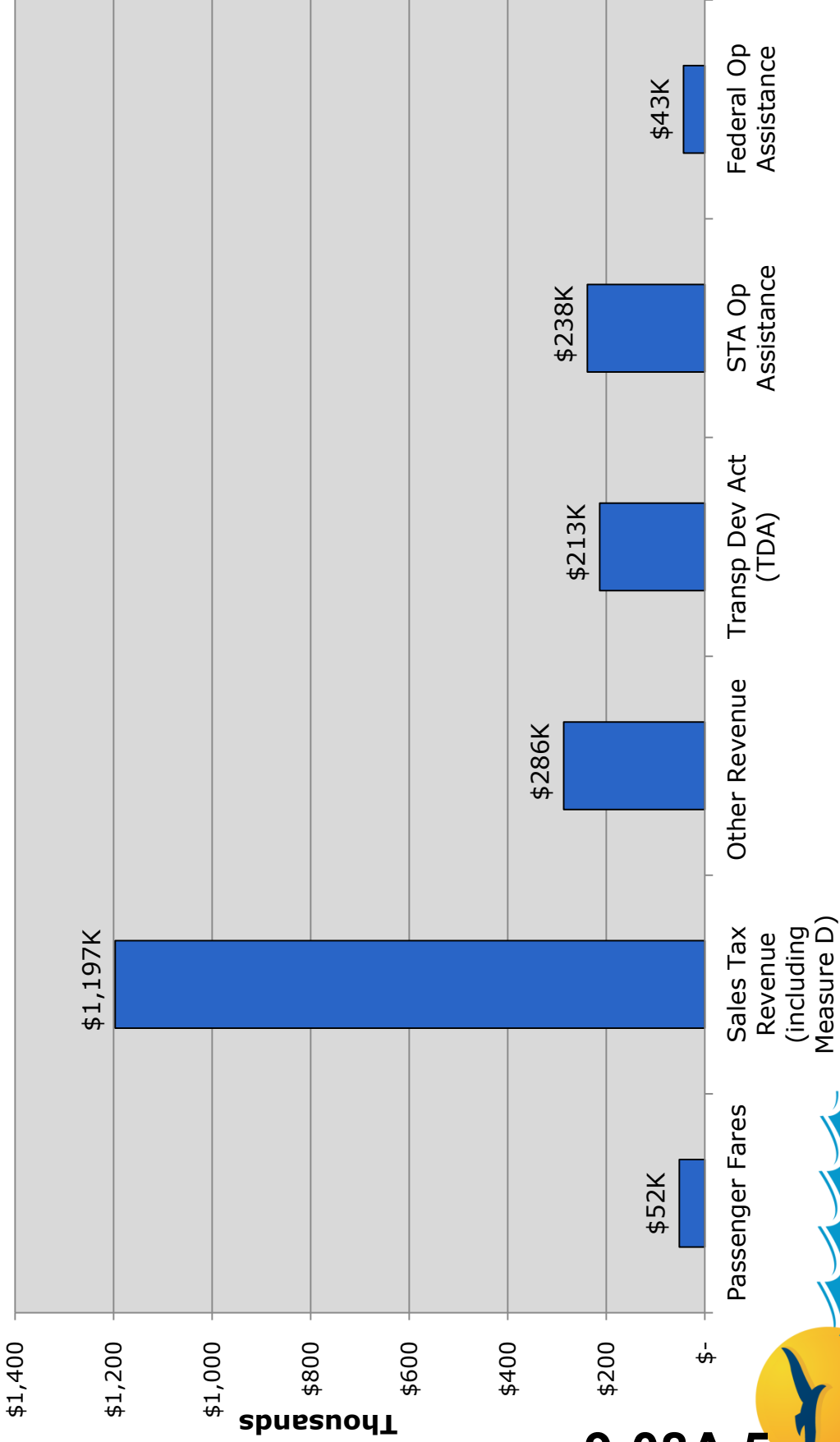


9-08A.4



Favorable/(Unfavorable) Revenue Variance to Budget Year to Date as of March 31, 2019

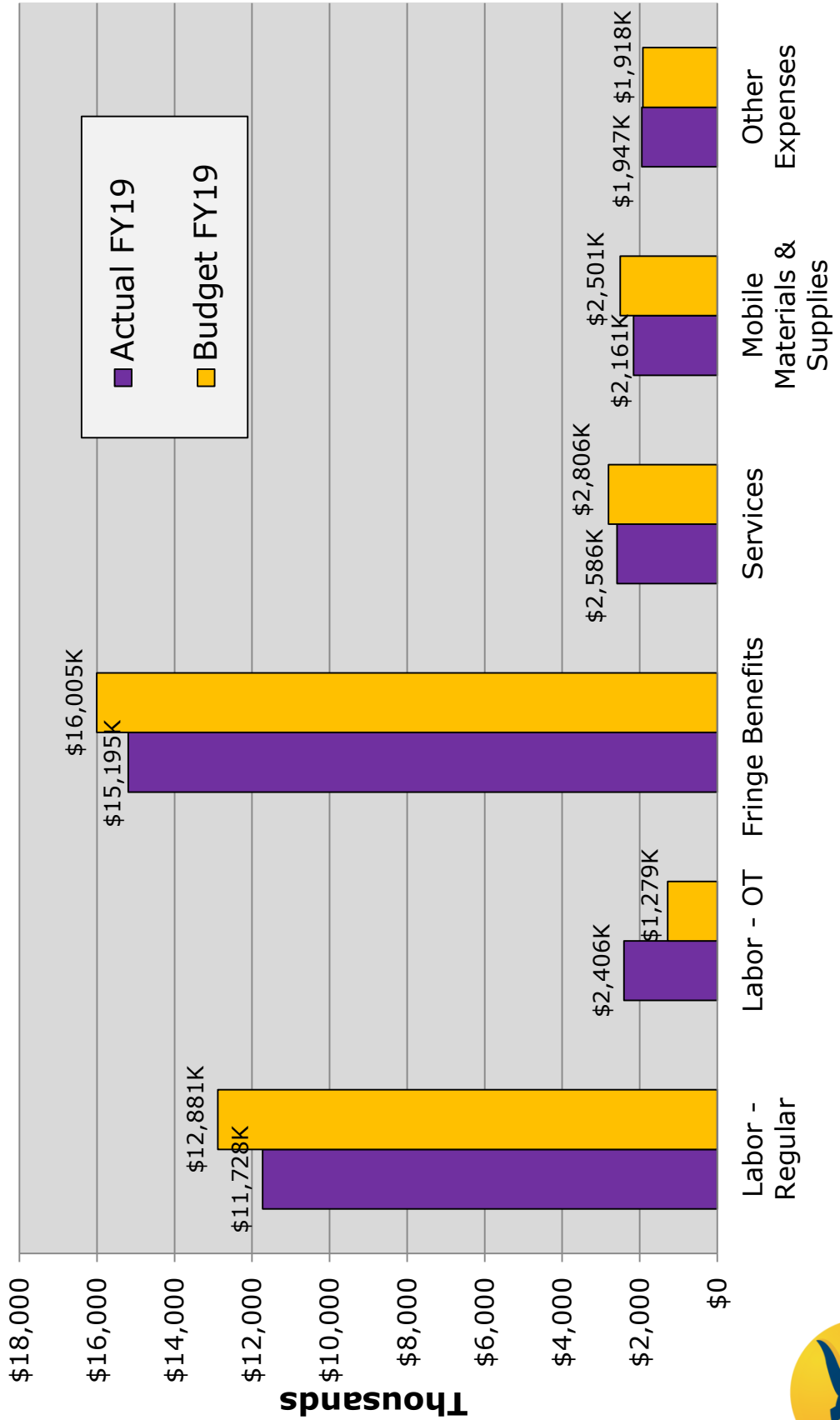
75% of Fiscal Year Elapsed



9-08A.5



FY19 Operating Expenses by Major Expense Category Year to Date as of March 31, 2019 75% of Fiscal Year Elapsed

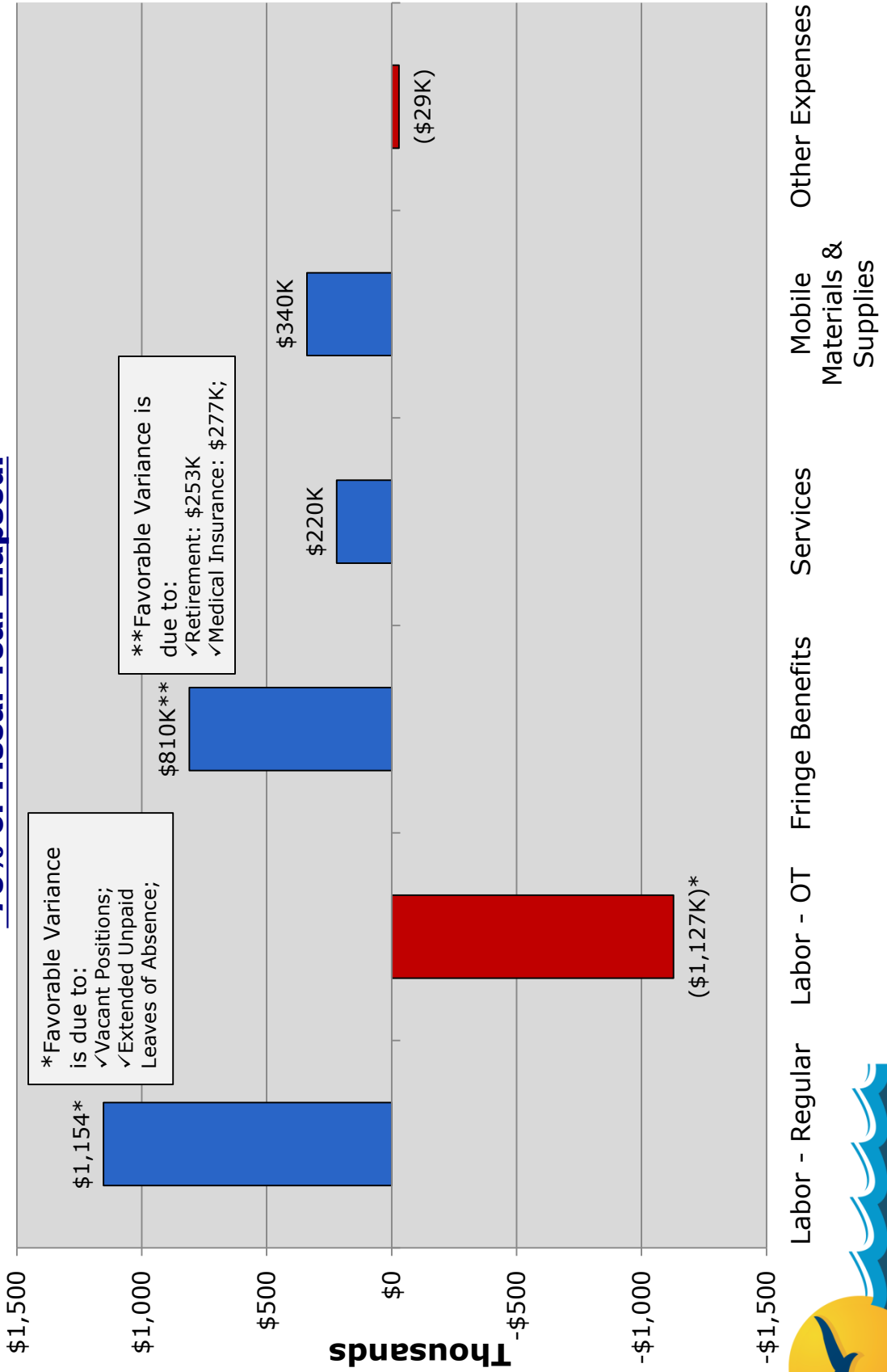


9-08A.6

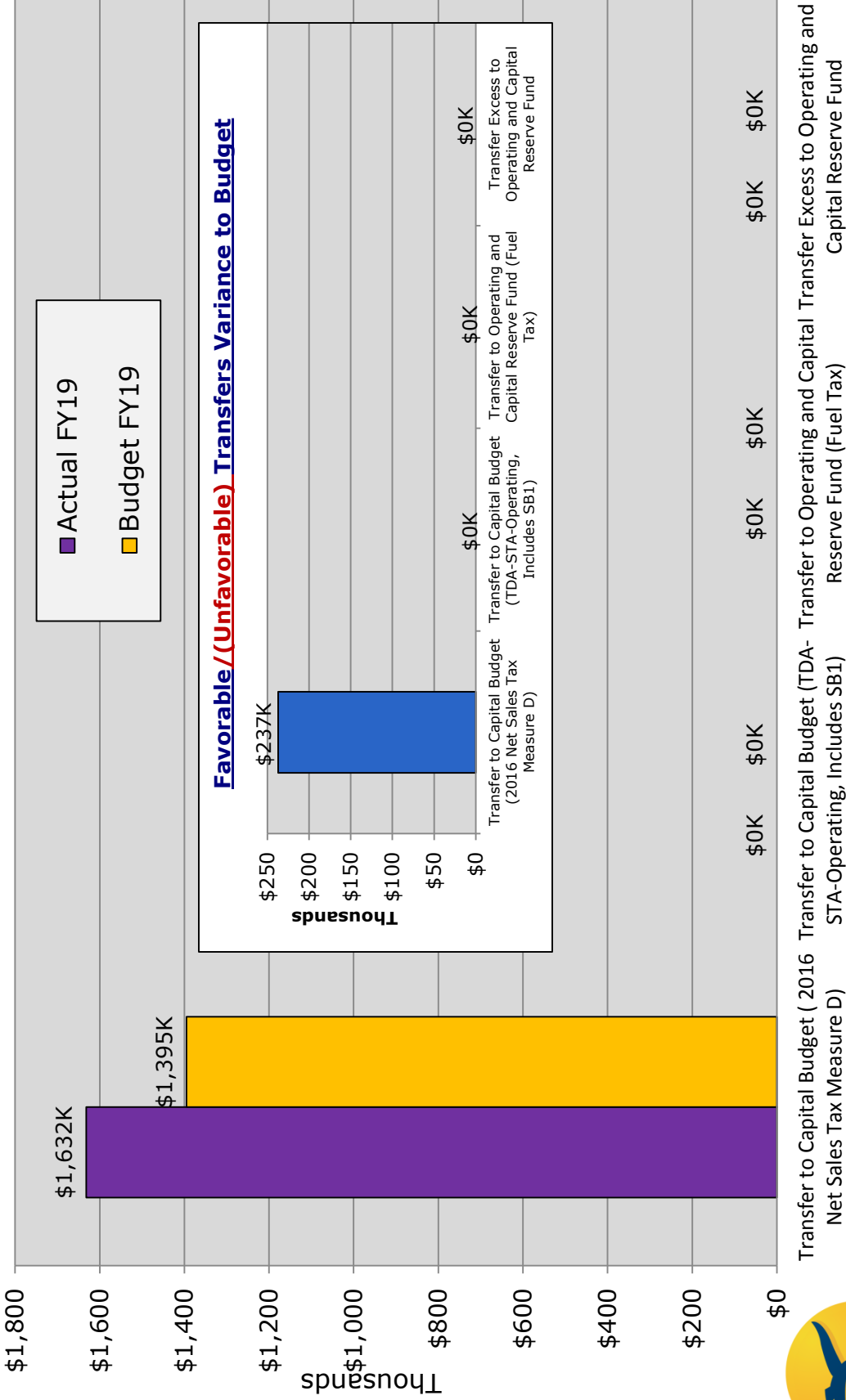


Favorable/(Unfavorable) Expense Variance to Budget Year to Date as of March 31, 2019

75% of Fiscal Year Elapsed:



FY19 Transfers Year to Date as of March 31, 2019 75% of Fiscal Year Elapsed



9-08A.8

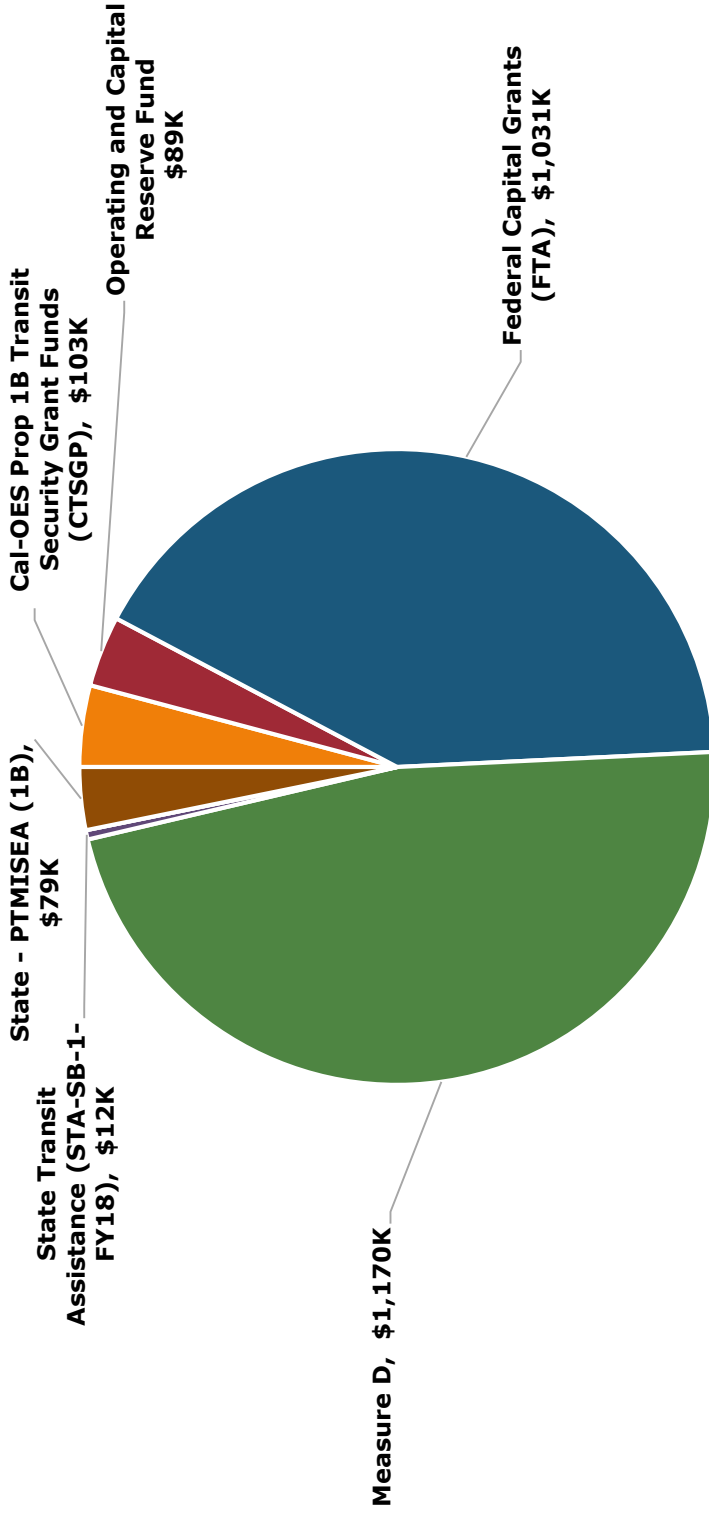


FY19 Capital Budget:

Spending Year to Date (by Funding Source) as of March 31, 2019

75% of Fiscal Year Elapsed

	Actual YTD	Total FY19 Budget	% Spent YTD
Total Capital Funding:	\$2,483,623	\$22,803,876	11%



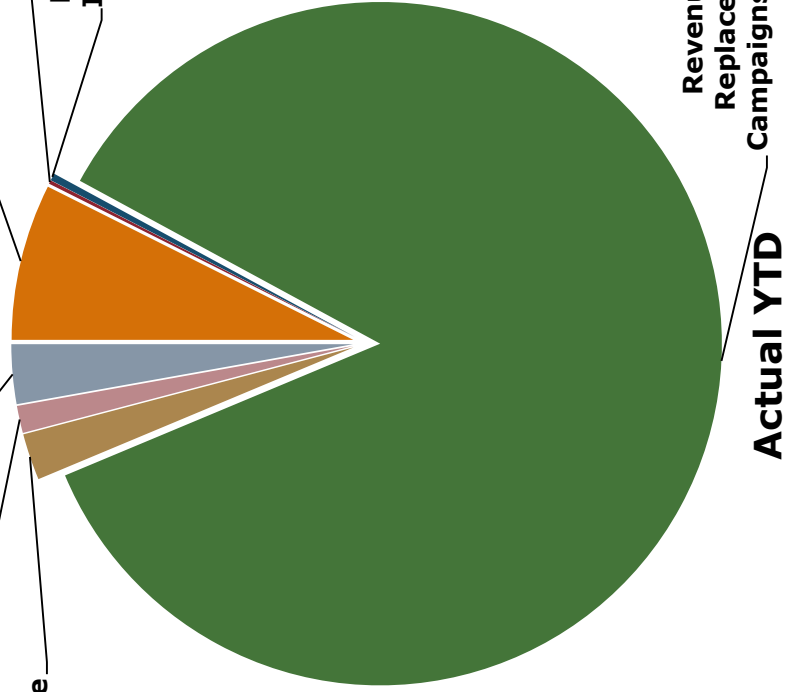
FY19 Capital Budget:

Spending Year to Date as of March 31, 2019

75% of Fiscal Year Elapsed

	Actual YTD	Total FY19 Budget	% Spent YTD
Total Capital Projects:	\$2,483,623	\$22,803,876	11%

Office Equipment \$32K
 Non-Revenue Vehicle Purchases & Replacements \$55K
 Misc, \$70K
 Construction Related Projects, \$184K
 IT Projects, \$4K
 Facilities Repair & Improvements, \$8K



* See FY19 Capital Budget Project Status Report for additional details



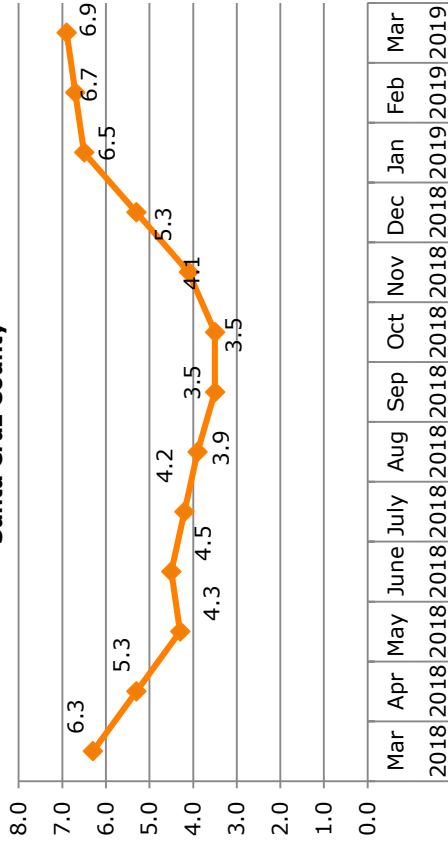
Additional Information

9-08A.11

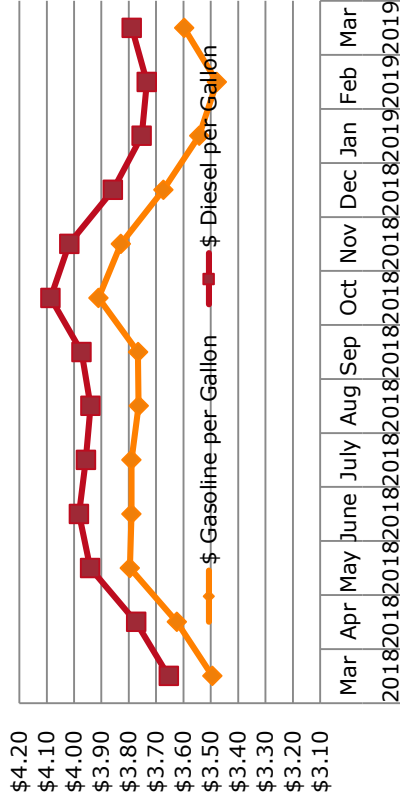


Economic Indicators & Ridership:

Unemployment Rate %
Santa Cruz County



\$ Diesel/Gasoline per Gallon
San Francisco - Oakland - San Jose



FY18-19 Ridership: March YTD			
Ridership	March-FY18	March-FY19	% Change
Total	3,671,451	3,624,115	-1.3%
Hwy 17	214,856	211,842	-1.4%
Local	3,456,595	3,412,273	-1.3%
UCSC	1,845,160	1,853,696	0.5%
Cabrillo	222,535	236,683	6.4%
Non-Student	1,388,900	1,321,894	-4.8%



FY19 Operating Revenue, Expenses, and Transfers: **Year to Date as of April 30, 2019: PRELIMINARY:**

83% of Fiscal Year Elapsed

\$ In Thousands	Actual	Budget	Budget to Actual Favorable/ (Unfavorable)
Revenue:	\$38,835	\$36,340	\$2,495
Operating Expenses:			
Personnel Expenses	\$32,613	\$33,517	\$904
Non-Personnel Expenses	\$7,136	\$8,007	\$871
Total Operating Expenses:	\$39,749	\$41,524	\$1,775
Transfers:			
Transfers to Capital Budget	\$1,632	\$1,550	\$82
Transfers to Operating and Capital Reserve Fund	\$0	\$0	\$0
Total Transfers:	\$1,632	\$1,550	\$82
Operating Balance:			\$4,188

FY19 Operating Revenue, Expenses, and Transfers:

Year to Date as of June 30, 2019: PRELIMINARY*:

100% of Fiscal Year Elapsed

\$ In Thousands	Actual	Budget	Budget to Actual Favorable/ (Unfavorable)
Revenue:	\$55,546	\$53,731	\$1,815
Operating Expenses:			
Personnel Expenses	\$39,330	\$40,220	\$890
Non-Personnel Expenses	\$8,925	\$9,632	\$707
Total Operating Expenses:	\$48,255	\$49,852	\$1,597
Transfers:			
Transfers to Capital Budget	\$2,328	\$2,328	\$0
Transfers to Operating and Capital Reserve Fund	\$4,819	\$1,407	\$3,412
Total Transfers:	\$7,147	\$3,736	\$3,412
Operating Balance:	\$143	\$143	\$0

*Reflects Actual Data for Qtrs. 1, 2 & 3 of FY19 and Projections for Qtr. 4.



Questions

- THIS PAGE INTENTIONALLY LEFT BLANK -

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT												
FY19 REVISED CAPITAL BUDGET												
For May 17, 2019 Board Meeting												
Report Status - Spending as of March 31, 2019												
Updated: 5/10/2019												
	Project / Activity	PM*	Total Fiscal Year Budget	Total Spent - Fiscal Year to Date	% Project Complete (1)	Start Date	New - Estimated Start Date	Estimated End Date of:	New - Estimated End Date	Project Status (2)	Source of Funds	Grant Expiration Date
Construction Related Projects												
1	Pacific Station/Metro Center-Station Rehabilitation	EB	\$ 1,551,333	\$ -	0%	12/5/2018				Project Manager Eddie Benson working with Bowman & Williams on cost est. of specific components	PTMISEA	6/30/2022
	Pacific Station/Metro Center-Roof & Window Replacement	EA	\$ 350,000	\$ 3,750	0%	12/5/2018				See project status above for rehabilitation of Pac Station. CEO met with Santa Cruz City Manager to discuss concept plans.	PTMISEA	6/30/2022
2	Pacific Station/Metro Center-Conceptual Design / MOU	BE	\$ 175,668	\$ 4,248	85%	1/1/2013		6/30/2016	9/30/2019		FTA, CAPITAL RESERVES	9/30/2019
	Metrobase Project - Judy K. Souza - Operations Bldg.	EA	\$ 434,000	\$ 72,820	100%	9/26/2014		6/30/2018	9/28/2018	Project completed, taken to BOD 2/22/19 for close-out	PTMISEA, CAL-OES, RES	6/30/2022
3	Mechanical Platform Upgrade - JKS	EA	\$ 120,000	\$ 6,594	100%	8/26/2016		6/30/2018	9/28/2018	Complete.	CAL-OES	3/31/2019
	Transit Security Projects:			\$ -								
	Security Cameras Install	IH	\$ 199,686	\$ 67,653	0%	7/30/2018		#####		Contract with Ojo has been signed, now just waiting for installation to begin on project	CAL-OES	3/31/2019
	Emergency Generators - Equip. Cameras on Buses	EB, CA	\$ 152,859	\$ -	70%	7/10/2014		6/15/2018		Vernon - needing new vendor for purchase and installation, will be sending out to bid. Pacific Station - generator will be rolled into Pacific Station Rehabilitation project above.	CAL-OES	3/31/2019
	Security Cameras Consultant	IH	\$ 42,275	\$ 9,958	100%	3/1/2017		6/30/2018		Completed 10/31/2018 per Isaac	CAL-OES	3/31/2019
	Emergency Generators - Consultant	EB, CA	\$ 16,000	\$ 18,726	50%	7/10/2014		6/22/2018	10/31/2018	Project completed per Isaac	CAL-OES	3/31/2019
	Subtotal		\$ 3,066,821	\$ 183,749				10/1/2018	12/31/2018	Pac Station not funded, needs to go back on Capital Budget Unfunded list.	CAL-OES	3/31/2019
IT Projects												
4	Large Monitor Presentation System	IH	\$ 4,200	\$ 4,219	100%	2/1/2019		3/31/2019		Project Complete	RESERVES	N/A
	Subtotal		\$ 4,200	\$ 4,219								
Facilities Upgrades & Improvements												
5	Fuel Management System (FTA 5339)	EB, CA	\$ 180,000	\$ -	10%	10/1/2017		#####		PM looking into specs	FTA	Award pending Award 8/14/17, 5 years to obligate Award Pending
6	Bus Stop Improvements (FTA 5339a)	EB, CA	\$ 124,725	\$ -	0%	8/1/2016		9/1/2018		Pending development of sight specify priority list.	FTA	
7	Gate Control-Bus Entries at JKS (FTA FR, EB)	EB	\$ 100,000	\$ -	0%	1/9/2019				PM Working on specs for project	FTA	
8	138 Golf Club Fire Egress (FTA 5339a)	FR, EA	\$ 97,523	\$ 8,481	30%	4/1/2015		10/1/2018		Pending executed grant agreement. \$20K from Bus Stop & Fac. Improvement FTA 5339a FY15/16 line item has been allocated to this project. Design phase of project moving along.	FTA	Award pending
9	Facilities Improvements (FTA 5339a)	FR, EB	\$ 85,000	\$ -							FTA	Award Pending
10	Maint. Facility-Paint Exterior (FTA 533)	FR, EB	\$ 60,000	\$ -	0%	1/9/2019				Working on specs for project	FTA	Award Pending Award 8/14/17, 5 years to obligate
11	Facilities Improvements (FTA 5339a)	FY15/16)	\$ 34,174	\$ -		8/1/2016		9/1/2018		Pending Alex notice to proceed. (Mural wall painting) on	FTA	
11a	Landscaping WTC (FTA 5339a)	FY15/16)	\$ 30,000	\$ -	90%			#####		PM Working on specs for project	FTA	Award Pending
12	Fueling Station Awning A&E only (FTA FR, EB)	EB	\$ 25,000	\$ -	0%	1/9/2019				PM Working on specs for project	CAPITAL RESERVES	N/A
13	Admin Bldg. Engineering & Renovatio	EA	\$ 20,000	\$ -		4/1/2018		6/1/2018		PM Working on specs for project	FTA	Award Pending
14	Pac Stat-Layover Lot (Asphalt) Repair	FR, EB	\$ 16,000	\$ -	0%	1/9/2019				PM Erron Alvey met with Structural Engineer (2/1/19) for walkthrough of Vernon, structural analysis due by 6/30/19	Operating	
15	Concrete Surface Repair - Bus Yard (EA)	EA	\$ 10,000	\$ -	0%					An ask for funds to be reallocated to purchase of scissor lift for Facilities		
16	Relocate Mechanics Sink-Golf Club (FR, EB)	FR, EB	\$ 9,548	\$ -						An ask for funds to be reallocated to purchase of scissor lift for Facilities		
17	Upgrade Exhaust Evac.-Golf Club (FT FR, EB)	FR, EB	\$ 8,000	\$ -								
18	Fencing Projects (FTA 5339a)	FY18)	\$ 7,000	\$ -	0%	1/9/2019				PM Working on specs for project	FTA	Award Pending
	Subtotal		\$ 806,970	\$ 8,481								

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT												
FY19 REVISED CAPITAL BUDGET												
For May 17, 2019 Board Meeting												
Report Status - Spending as of March 31, 2019												
Updated: 5/10/2019												
	PM*	Total Fiscal Year Budget	Total Spent Fiscal Year to Date	% Project Complete (1)	Start Date	New - Estimated Start Date	Estimated End Date of:	New - Estimated End Date	Project Status (2)	Source of Funds	Grant Expiration Date	
Revenue Vehicle Purchases, Replacements & Campaigns												
19	EA	\$ 4,919,542	\$ 17,617	5%	9/7/2016	2/1/2019	6/30/2022	9/1/2019	Infrastructure moving ahead, working with PG&E and Fehr Engineering on design and transformer upgrade for extra load, all other elements on hold	FTA, PTMISEA, MEAS D	Award 8/23/17, 5 years to obligate. PTMISEA 6/30/22	
20	EB	\$ 2,635,548		0%		4/9/2019		2/15/2020	We have build schedule from Gillig, July start date of production and should receive by September	FTA, STA-SGR, MEAS D		
21	EB, EA	\$ 2,189,891		50%					Proterra contract executed. Expected delivery date of Buses 2/15/2020 and chargers in December 2019	STIP, LPP, HVIP (\$300K)		
22	IH	\$ 1,581,385	\$ 671,009	0%					System development has commenced. An on site kick-off took place 1/28/2019 and project is underway	STIP, MEAS D	PTMISEA 6/30/22, LCTOP Award 6/2/16 3 years to obligate (6/1/19)	
23	EA	\$ 1,094,945	\$ -	50%	6/1/2016	4/9/2019	6/30/2019	2/15/2020	Proterra contract executed. Expected delivery date of Buses and Chargers 2/15/2020	PTMISEA, LCTOP		
24	EB, EA	\$ 1,094,945		50%		4/9/2019		2/15/2020	Proterra contract executed. Expected delivery date of Buses and Chargers 2/15/2020	LCTOP		
25	EB	\$ 1,016,605		0%					Working with vendor on contract (CCW)	STIP, MEAS D		
26	EB	\$ 1,000,000	\$ 268,008	10%					Eddie and Freddy are working on project	MEAS D	Award 8/14/17, 5 years to obligate	
27	EB, CA	\$ 863,232	\$ 826,899	100%	4/1/2018		4/15/2018	9/30/2018	Complete, all vehicles in service.	FTA, MEASURE D		
28	EB, EA	\$ 658,889	\$ -	1%		5/1/2018			Received letter allowing us to use Washington Contract for 1 option. Sent authorization from Wash DoT to CalTrans.	FTA, MEASURE D	Award pending	
29	EB, EA	\$ 658,887	\$ -	5%	9/1/2016		5/1/2019		Metro has been given build schedule from Gillig, July start date of production, September for delivery date	FTA, PTMISEA	6/1/19, 6/30/22	
30	EB, CA	\$ 283,529	\$ 182,238	23%	12/1/2017		6/30/2018	11/30/2023	Making monthly payments against the lease (17 of 72 payments as of 4/9/19)	MEASURE D	N/A	
31	EB, CA	\$ 165,239	\$ -	100%			6/13/2018		Completed	FTA, MEASURE D		
32	EB, CA	\$ 160,000	\$ -	0%	9/1/2017		6/30/2018	4/30/2019	PM Working on specs for project Classic Graphic body and Paint -34 completed and 2 remain.	FTA	Award pending	
33	EB, CA	\$ 102,809	\$ 72,562	96%	2/15/2018		6/30/2019		Project on going. 4 VTA Artic buses being subbed for original buses	FTA, MEASURE D	Award 8/14/17, 5 years to obligate	
34	EB, CA	\$ 68,367	\$ 66,666	100%	4/1/2017		6/30/2018	7/18/2018	Completed	FTA, MEASURE D	Award 3/1/16, 10 years to obligate	
35	EB, CA	\$ 28,500	\$ 25,665	100%	7/1/2018		#####		Internal/External Announcements Paul Revere Buses- Internal announcement completed - External announcement solution on going by Clever Device.	FTA, MEASURE D	N/A	
36	EB, CA	\$ 13,802	\$ -	100%			6/30/2018		Project Close-Out complete 10/31/2018	FTA, MEASURE D	None per Tom	
		\$ 18,536,115	\$ 2,130,664									
Non-Revenue Vehicle Purchases & Replacements												
37	EB, CA	\$ 60,000	\$ 54,687	100%	4/1/2017		6/30/2018	8/31/2018	Tow Motor final invoice paid, acceptance signed 8/29/18	FTA, STA, RES	Award 8/14/17, 5 years to obligate	
38	EB, CA	\$ 30,000	\$ -	10%	1/10/2019				PM submitted spec to Purchasing department for purchase, waiting for release of funds to purchase	FTA	Award pending	
		\$ 90,000	\$ 54,687									

- THIS PAGE INTENTIONALLY LEFT BLANK -



DATE: May 17, 2019
TO: Board of Directors
FROM: Angela Aitken, Chief Financial Officer
**SUBJECT: CONSIDERATION OF DECLARING VEHICLES AND/OR EQUIPMENT
AS EXCESS FOR PURPOSES OF DISPOSAL OR AUCTION**

I. RECOMMENDED ACTION

That the Board of Directors approve a resolution declaring vehicles and/or obsolete equipment as ready for disposal or auction and direct the CEO to dispose of the surplus items in conformance with METRO's Administrative Policy Number AP-2020 - Fixed Assets and Inventoried Items.

II. SUMMARY

- In accordance with Santa Cruz Metropolitan Transit District's (METRO) policy on disposal of fixed assets, at least once per year the Chief Financial Officer shall recommend to the Board of Directors a list of items to be declared excess with appropriate action for disposal.
- Vehicles and/or equipment have exceeded their useful lives and are no longer needed by METRO.
- Staff recommends that the Board of Directors approve the resolution for the disposal or auction of excess property (Attachment A) and declare the item(s) listed in Exhibit A as excess and direct staff to use appropriate action for disposal.

III. DISCUSSION/BACKGROUND

The following vehicles/equipment identified in the Excess Vehicle & Equipment Listing (Exhibit A) have become obsolete and surpassed their useful life expectancy:

- One (1) 2008 Ford Explorer in poor condition.
- Six (6) Paratransit vehicles (one purchased in 2002, three in 2003, one in 2008, and one in 2011) all in poor condition.
- Five (5) New Flyer buses (two purchased in 1998, two in 2002, and one in 2003) all in poor condition.
- The vehicles recommended for disposal are fully depreciated, so there is no financial obligation to a granting agency with regard to the recommended disposal. The cost to repair and continue using these vehicles outweighs their value, therefore they are recommended for disposal at this time.

Disposal of these assets has been coordinated with management and staff in processing them for disposal and auction if appropriate.

Staff recommends that the Board of Directors approve a resolution (Attachment A) and declare the items listed in Exhibit A as excess and direct staff to use appropriate action for disposal.

IV. FINANCIAL CONSIDERATIONS/IMPACT

The estimated gross market value of these vehicles is approximately \$18,000 while all vehicles have reached the end of their useful life and are obsolete. There is no financial impact because of these disposals.

Any revenue generated from the sale of these vehicles will be recorded as income in the current fiscal year's operating budget to 'Gain / Loss Disposal on Assets' budget account 407090-100.

V. ALTERNATIVES CONSIDERED

- Keep the vehicles in inventory. Staff does not recommend this alternative because the vehicles have exceeded their useful life, and are cost prohibitive to repair.

VI. ATTACHMENTS

Attachment A: Resolution to Approve for the Disposal or Auction of Excess Property

Exhibit A: Excess Vehicle & Equipment Listing—as of May 17, 2019

Prepared by: Debbie Kinslow, Finance Deputy Director

VII. APPROVALS:

Approved as to fiscal impact:
Angela Aitken, Chief Financial Officer

OK for AA

Alex Clifford, CEO/General Manager

[Signature]

- THIS PAGE INTENTIONALLY LEFT BLANK -

Attachment A



BEFORE THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Resolution No.
On the Motion of Director:
Duly Seconded by Director:
The Following Resolution is Adopted:

RESOLUTION TO APPROVE THE DISPOSAL OR AUCTION OF EXCESS ASSETS

WHEREAS, the Santa Cruz Metropolitan Transit District (District), receives federal financial assistance from the Federal Transit Administration (FTA) to acquire real property, equipment and supplies, and rolling stock; and

WHEREAS, all such assets must be managed, used, and disposed of in accordance with applicable laws and regulations; and

WHEREAS, the FTA prescribes the method and delivers guidance to public transit operators to comply with grant management requirements in accordance with the regulations in *Title 49 Code of Federal Regulations, part 24 (49CFR 24)* and FTA Circular 5010.1E; and

WHEREAS, the acquisition cost of each item identified as excess is greater than \$5,000; and

WHEREAS, the District has determined that it is necessary to either dispose of the property, and/or to place the items up for auction.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT, that it hereby resolves, determines and orders as follows:

1. The following assets are declared excess property on the Excess Vehicle & Equipment Listing as of 5/17/19, "Exhibit A" and may be disposed of or auctioned as such:
 - a. "One (1) 2005 Ford Explorer SUV no. 503";
 - b. "One (1) 2002 Chevrolet Venture Van no. 207";
 - c. "One (1) 2011 Ford E350 Versa Shuttle no. 1103";
 - d. "One (1) 2003 Ford Goshen GCII no. 2401";

Attachment A

Resolution No. _____

Page 2 of 3

- e. "One (1) 2003 Ford Goshen GCII no. 2402";
- f. "One (1) 2003 Ford Goshen GCII no. 2403";
- g. "One (1) 2008 Chevrolet Type VII no. 2800";
- h. "One (1) 1998 New Flyer Bus D35LF no. 9806";
- i. "One (1) 1998 New Flyer Bus D40LF no. 9821";
- j. "One (1) 2002 New Flyer Bus D35LF no. 2213";
- k. "One (1) 2002 New Flyer Bus D40LF no. 2231";
- l. "One (1) 2003 New Flyer Bus D40LF no. 2237";

PASSED AND ADOPTED by the Board of Directors of the Santa Cruz Metropolitan Transit District on May 17, 2019, by the following vote:

AYES: DIRECTORS –

NOES: DIRECTORS –

ABSENT: DIRECTORS –

ABSTAIN: DIRECTORS –

Board Chair

ATTEST:

ALEX CLIFFORD
CEO/General Manager

APPROVED AS TO FORM:

JULIE SHERMAN
General Counsel

Attachment A

Resolution No. _____

Page 3 of 3

EXHIBIT A, SANTA CRUZ METROPOLITAN TRANSIT DISTRICT RESOLUTION NO. _____

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
EXCESS VEHICLE & EQUIPMENT LISTING AS OF 5/17/19

(Attached)

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT EXCESS VEHICLE & EQUIPMENT LISTING AS OF 05/17/2019										
Vehicle or Asset Tag #	Description	Acquisition Date	Cost	Accumulated Depreciation	Net Book Value	Est. Market Value	Reason for Disposal	Condition	VIN / SN	License #
503	2005 FORD EXPLORER (SUV)	5/24/2005	\$ 25,113	\$ 25,113	\$ -	\$ 1,500.00	END USEFUL LIFE	POOR	1FMZU63E75ZA68655	E-1192233
PC207	2002 CHEVROLET VENTURE (VAN)	4/4/2002	\$ 36,022	\$ 36,022	\$ -	\$ 1,500.00	END USEFUL LIFE	POOR	1GNDSX03E32D155195	E-1101687
PC1103	2011 FORD E350-VERSA SHUTTLE	3/1/2011	\$ 58,119	\$ 58,119	\$ -	\$ 1,500.00	END USEFUL LIFE	POOR	1FTDS3EL2BDA00447	E-1348392
PC2401	2003 FORD/GOSHEN GCII	10/4/2004	\$ 66,794	\$ 66,794	\$ -	\$ 1,500.00	END USEFUL LIFE	POOR	1FDXE45S43HB85219	E-1172516
PC2402	2003 FORD/GOSHEN GCII	10/4/2004	\$ 72,090	\$ 72,090	\$ -	\$ 1,500.00	END USEFUL LIFE	POOR	1FDXE45S23HB85221	E-1172519
PC2403	2003 FORD/GOSHEN GCII	9/28/2004	\$ 72,090	\$ 72,090	\$ -	\$ 1,500.00	END USEFUL LIFE	POOR	1FDXE45S63HB85240	E-1172515
PC2800	2008 CHEVROLET TYPE VII	6/1/2008	\$ 104,927	\$ 104,927	\$ -	\$ 1,500.00	END USEFUL LIFE	POOR	1GBE5V1G88F407013	E-1258625
9806	1998 NEW FLYER D35LF	5/15/1998	\$ 265,016	\$ 265,016	\$ -	\$ 1,500.00	END USEFUL LIFE	POOR	5FYD2SL03WU018349	E-1019707
9821	1998 NEW FLYER D40LF	7/22/1998	\$ 271,123	\$ 271,123	\$ -	\$ 1,500.00	END USEFUL LIFE	POOR	5FYD2LL02WU018364	E-1011095
2213	2002 NEW FLYER D35LF	2/18/2003	\$ 491,302	\$ 491,302	\$ -	\$ 1,500.00	END USEFUL LIFE	POOR	5FYD2GL032U024708	1161750
2231	2002 NEW FLYER D40LF	2/20/2003	\$ 495,457	\$ 495,457	\$ -	\$ 1,500.00	END USEFUL LIFE	POOR	5FYD2LL062U024646	1161754
2237	2003 NEW FLYER D40LF	4/4/2003	\$ 507,824	\$ 507,824	\$ -	\$ 1,500.00	END USEFUL LIFE	POOR	5FYD2LL012U024652	1161777



DATE: May 17, 2019
TO: Board of Directors
FROM: Ciro Aguirre, Chief Operations Officer
SUBJECT: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A 2ND AMENDMENT EXTENDING THE CONTRACT WITH FIRST ALARM SECURITY & PATROL, INC. FOR SECURITY GUARD SERVICES

I. RECOMMENDED ACTION

That the Board of Directors authorize the CEO to execute a 2nd amendment extending the contract, exercising the second and final option with First Alarm Security & Patrol, Inc. for Security Guard Services, increasing the contract total by \$504,263 for the additional one-year period, thereby increasing the total contract authority from \$2,085,308 to \$2,589,571.

II. SUMMARY

- Santa Cruz Metropolitan Transit District (METRO) is currently under contract with First Alarm Security & Patrol, Inc. (First Alarm) for Security Services, which is due to expire on May 31, 2019.
- The contract allows two (2) one-year options to be exercised; this proposed action would exercise the second and final option.
- First Alarm has submitted a proposal for the option period that includes an additional Security Officer to perform, on a trial basis, additional duties staff has identified as necessary.
- First Alarm has performed its duties well under this contract, and therefore the second one-year option extension is recommended.

III. DISCUSSION/BACKGROUND

METRO utilizes contracted security services for protection at various METRO facilities. These services are crucial in order to ensure the safety of the public and METRO employees, and to protect METRO property. Some of the services provide by the Security Officers include conducting foot patrols at transit facilities and addressing issues that may arise, providing protection of METRO employees during Ticket Vending Machine servicing, revenue retrieval, and conducting fare box vault processing services. First Alarm is METRO's current provider for these services.

METRO's contract with First Alarm for Security Services was established on June 1, 2015 for a three-year period, with two optional one-year extensions. The

current contract is due to expire on May 31, 2019, and this is the second extension of the contract. Per Ciro Aguirre, Chief Operations Officer, the quality of service provided by First Alarm has been good. Due to current conditions, staff has identified additional duties that justify the need for an additional Security Officer.

METRO, in discussion with First Alarm, has identified the following duties the additional Patrol Officer/TVM Services position is to perform:

Ticket Vending Machine (TVM) Detail – Officer is to accompany METRO employees to provide a security deterrent while the TVM is being serviced, and/or revenues are extracted. This detail may be performed on a scheduled or unscheduled basis. Unscheduled will depend on any unforeseen malfunctions requiring immediate response to restore service to the TVM.

Enhanced Patrol Pacific Station – Due to increased public activity at the Pacific Station Transit Center, the Officer will perform site patrols and provide enhanced safety and security to employees and the riding public.

Patrol of METRO Facilities – Officer will be responsible for patrolling METRO sites such as the Administrative, Maintenance, Operations and Paratransit facilities.

Parking Enforcement – METRO has been experiencing parking violations at the Cavallaro and Paul Sweet Road Park and Ride lots. Officer will be assigned Parking Enforcement Detail by providing patrols to these satellite locations and ensuring that Parking Ordinances are being followed, specifically with current prevalent overnight or long-term parking issues.

Bus Stop Patrol Detail – METRO has experienced an increase in the number of rider complaints related to Bus Stops and Shelters misused by non-riding members of the public. Officer is to perform patrols to reported locations and enforce METRO Code of Conduct aspects.

The Officer, trained to perform the various functions of Post Officers, will be available to assume Post assignment due to absences, or when additional personnel coverage is required for special events.

First Alarm has reviewed the requirements of this extension and has submitted a proposal (Attachment A) for the one-year extension term.

Staff recommends that METRO exercise the second and final option for a one-year contract extension with First Alarm, and increase the total not-to-exceed authority by \$504,263 to fully fund the fifth year.

Staff further recommends that the Board of Directors authorize the CEO to sign a 2nd amendment memorializing the one-year contract extension on behalf of METRO. Ciro Aguirre, Chief Operations Officer, will continue to serve as the Contract Administrator and will ensure contract compliance.

IV. FINANCIAL CONSIDERATIONS/IMPACT

This contract has a total not to exceed contract authority of \$2,085,308. The cost proposal for the additional one-year period is \$528,763; this includes \$50,585 in wages and billable rate for the additional Officer, and a 2% escalator for wages and billable rate for the other Officers. METRO will have exhausted \$2,050,808 of the contract authority by the end of the current term, which will leave approximately \$34,500 in contract authority. Therefore, \$504,263 of additional authority is required at this time to fully fund the fifth year of the contract, and staff is requesting approval to add this amount to the contract, which is inclusive of a \$10,000 contingency for special events that take place throughout the year requiring additional Officers. The extension total contract amount will be \$538,762.28, with a not to exceed contract total of \$2,589,571.

Funds to support this contract are included in the Operations FY19 & FY20 Security Services (503171) Operating Budgets.

V. ALTERNATIVES CONSIDERED

- Do not extend this contract. Staff does not recommend this option, as METRO does not have in-house staff who are registered or trained to perform these security services.
- Remove the additional Officer. Not recommended as the need to expand certain duties has become necessary due to changes in the community.

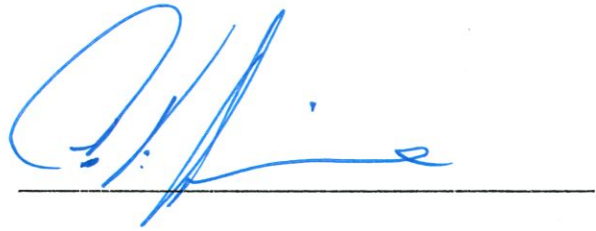
VI. ATTACHMENTS

- Attachment A:** Renewal letter from First Alarm Security & Patrol, Inc.
Attachment B: Second Amendment to the Contract with First Alarm Security & Patrol, Inc.

Prepared by: Joan Jeffries, Administrative Specialist

VII. APPROVALS:

Ciro Aguirre, Chief Operations Officer



Approved as to fiscal impact:
Angela Aitken, Chief Financial Officer

dkc Low for AA

Alex Clifford, CEO/General Manager



Attachment A



FIRST ALARM SECURITY & PATROL, INC.

SANTA CRUZ COUNTY
1111 ESTATES DRIVE
APTOS, CA 95003
PHONE: 831.685.1110

MONTEREY | SALINAS
1473 N. DAVIS ROAD
SALINAS, CA 93907
PHONE: 831.758.1110

HEADQUARTERS – SILICON VALLEY
1731 TECHNOLOGY DRIVE, SUITE 800
SAN JOSE, CA 95110
PHONE: 408.364.1110

SANTA ROSA | NORTH BAY
1240 BRIGGS AVENUE
SANTA ROSA, CA 95401
PHONE: 707.584.1110

SAN MATEO | SAN FRANCISCO
2015 PIONEER COURT, SUITE P2
SAN MATEO, CA 94403
PHONE: 650.938.1110

SAN BENITO COUNTY
330 TRES PINOS, SUITE P1
HOLLISTER, CA 95023
PHONE: 831.634.0500

STOCKTON
5250 CLAREMONT AVENUE, SUITE 238
STOCKTON, CA 95207
PHONE: 209.473.1110

EAST BAY – SAN RAMON
2600 CAMINO RAMON SUITE 1CS97
SAN RAMON, CA 94583
PHONE: 925.806.9794

SACRAMENTO
550 HOWE AVENUE, SUITE 230
SACRAMENTO, CALIFORNIA 95825
PHONE: 916.486.5800

EAST BAY – WALNUT CREEK
1801 OAKLAND BLVD., SUITE 315
WALNUT CREEK, CA 94596
PHONE: 925.295.1260

www.firstsecurityservices.com

License # PPO11167

Sent via Email

February 26, 2019

Erron Alvey

110 Vernon Street

Santa Cruz CA 95066

RE: RENEWAL – Santa Cruz METRO Contract No. 15-07 for Security Guard Services

Dear Mr. Alvey,

Please consider this document our Letter of Intent to extend the Security Services contract for the new term of June 1, 2019 through May 31, 2020.

Please note the attached proposed changes of terms and conditions designated as Option Year 5. This change of terms and conditions is solely directed to officer wages, there is no change to the service margin.

This change is recommended based on both the Santa Cruz City & County Living Wage (which we understand this agreement is not bound by) changes for 2019/2020 as well as the change to the California Minimum wage. Again, while directly tied to none of these wage regulations we seek to hold the wages for the officers performing duties on behalf of the SCMTD to the existing similar levels in compensation based on the current wage delta.

I have included last year's Option Year 4 for comparison purposes only.

Thank you for your consideration, and for the opportunity to continue our partnership with the SCMTD. Of course, if you have any questions I may be reached directly at 831-818-1111, or horton@firstalarm.com.

Best regards,

Cal Horton

President

First Alarm Security & Patrol, Inc.

9-10A.1

- THIS PAGE INTENTIONALLY LEFT BLANK -

Attachment B

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT SECOND AMENDMENT TO CONTRACT NO. 15-07 FOR SECURITY GUARD SERVICES

This Second Amendment to Contract No. 15-07 for Security Guard Services is made effective June 1, 2019 between the Santa Cruz Metropolitan Transit District ("Santa Cruz METRO"), a political subdivision of the State of California, and First Alarm Security & Patrol, Inc. ("Contractor").

I. RECITALS

- 1.1 Santa Cruz METRO and Contractor entered into a Contract for Security Guard Services ("Contract") on June 1, 2015.
- 1.2 The Contract allows for amendment upon mutual written consent.
- 1.3 Santa Cruz METRO and Contractor desire to amend the Contract to extend the Contract term, to increase the Contract total not-to-exceed amount, and to incorporate Contractor's Option Year 5 proposal.

Therefore, Santa Cruz METRO and Contractor amend the Contract as follows:

II. TERM

- 2.1 Article 4.01 is replaced in its entirety by the following:

The term of this Contract shall be from June 1, 2015 to May 31, 2020.

Santa Cruz METRO and Contractor may extend the term of this Contract at any time for any reason upon mutual written consent.

III. COMPENSATION

- 3.1 Article 5.01 is amended to include the following language:

Santa Cruz METRO shall compensate Contractor in an amount not to exceed the rates agreed upon and set forth in Contractor's Option Year 5 proposal, Attachment A to the Second Amendment.

Under the terms of the Second Amendment, the Contract total not-to-exceed amount is increased by \$504,263. The new Contract total not-to-exceed amount is \$2,589,571. Contractor understands and agrees that if it exceeds the \$2,589,571 maximum amount payable under this Contract, it does so at its own risk.

IV. REMAINING TERMS AND CONDITIONS

- 4.1 All other provisions of the Contract that are not affected by this Amendment shall remain unchanged and in full force and effect.

Attachment B

V. ACCEPTANCE OF ELECTRONIC SIGNATURES AND COUNTERPARTS

5.1 The parties agree that this Contract, agreements ancillary to this Contract, and related documents to be entered into this Contract will be considered executed when the signature of a party is delivered by scanned image as an attachment to electronic mail. Such scanned signature must be treated in all respects as having the same effect as an original signature. Each party further agrees that this Contract may be executed in two or more counterparts, all of which constitute one and the same instrument.

VI. AUTHORITY

6.1 Article 7 is amended to include the following language:

Each party has full power to enter into and perform this Second Amendment to the Contract and the person signing this Second Amendment on behalf of each has been properly authorized and empowered to enter into it. Each party further acknowledges that it has read this Second Amendment to the Contract, understands it, and agrees to be bound by it.

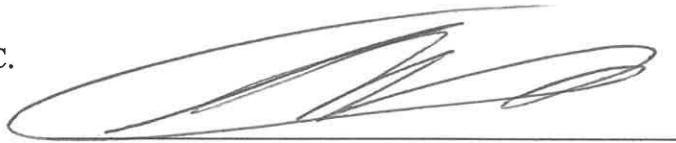
Signed on _____

Santa Cruz METRO –
SANTA CRUZ METROPOLITAN TRANSIT
DISTRICT

Alex Clifford, CEO/General Manager

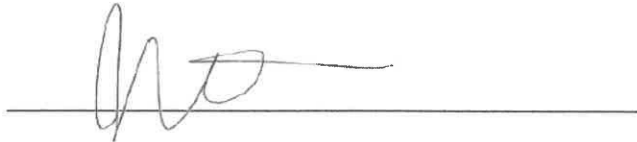
Contractor –
FIRST ALARM SECURITY & PATROL, INC.

Cal Horton, President



Approved as to Form:

Julie Sherman, General Counsel



Attachment B Option Year 5

Attachment A



Form 1 Option Year Five (June 1, 2019- May 30, 2020)

Name of Proposer
First Alarm Security & Patrol, Inc.

1. DIRECT LABOR (Specify)*	# of Person-Hours/Week	Pay Rate/Hour	Percentage Increase	Bill Rate/Hour	Percentage Difference	Extended Estimated Weekly	Extended Estimated Annual
Pacific Station							
Site Supervisor	40	\$24.00	3.10%	\$31.74	2.0%	\$1,269.60	\$66,019.20
Unarmed Security Guard	128	\$16.25	1.56%	\$24.32	2.0%	\$3,112.96	\$161,873.92
Total Per Week	168						\$227,893.12
Vault							
Unarmed Security Guard	48	\$16.25	1.56%	\$24.32	2.0%	\$1,167.36	\$60,702.72
Total Per Week	48						\$60,702.72
Rodriguez							
Assistant Site Supervisor	40	\$17.75	1.43%	\$26.63	2.0%	\$1,065.20	\$55,390.40
Unarmed Security Guard Day Shift	100	\$16.25	1.56%	\$24.32	2.0%	\$2,432.00	\$126,464.00
Total Per Week	140						\$181,854.40
Patrol Officer / TVM Services							
Unarmed Security Guard	40	\$16.25	1.56%	\$24.32		\$972.80	\$50,585.60
Total Per Week	40						\$50,585.60
SUBTOTAL DIRECT							\$521,035.84
2. OVERTIME/HOLIDAY	Holiday Hours	X BASE =		O.H. RATE		DIFFERENTIAL	
Assistant Site Supervisor	40	1.5		\$39.95		\$420.40	\$1,597.80
Unarmed Security Guard	168	1.5		\$36.48		\$1,614.48	\$6,128.64
							\$7,726.44
*differential based on 1.38% of base rate by 4 observed holidays falling on workdays							
3. DIRECT COST ITEMIZATION							
(See attached)							
All costs included in bill rate							
4. ANNUALIZED TOTAL							\$528,762.28

Signature of Authorized Representative

04.30.19

Date

- THIS PAGE INTENTIONALLY LEFT BLANK -



DATE: May 17, 2019
TO: Board of Directors
FROM: Eddie Benson, Maintenance Manager
SUBJECT: CONSIDERATION OF AWARD OF CONTRACT TO FLYERS ENERGY, LLC FOR OFF-SITE FUELING SERVICES NOT TO EXCEED \$885,000

I. RECOMMENDED ACTION

- 1) That the Board of Directors authorize the CEO to execute a contract with Flyers Energy, LLC for Off-site Fueling Services in an amount not to exceed \$885,000 for a three (3)-year period, with an option to extend the contract for a total term of six (6) years.**
- 2) That the Board of Directors authorize the CEO to execute a future amendment with Flyers Energy, LLC for the option to extend, increasing the contract total for the option period as required, not to exceed a total value of \$1,770,000 for the full six (6) years.**

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) has a need for Off-site Fueling Services.
- A competitive procurement was conducted to solicit bids from qualified firms. Three (3) firms submitted bids for METRO's review.
- Staff has reviewed all submitted bids and is recommending that the Board of Directors authorize a contract with Flyers Energy, LLC.

III. DISCUSSION/BACKGROUND

METRO requires off-site fueling of its ParaCruz and non-revenue vehicles with regular unleaded gasoline, and Facilities Maintenance requires red-dyed diesel for emergency generators. Flyers Energy, LLC is METRO's current provider for these services; however, this contract will expire on May 31, 2019, with no further options to renew.

On February 4, 2019, METRO legally advertised and distributed Invitation for Bids (IFB) No. 19-04 to eleven (11) firms, posted notice on its website, and sent email notices to all GovDelivery subscribers. On March 1, 2019, bids were received and opened from three (3) firms. A list of firms and a summary of the bids received are provided in Attachment A. Staff has reviewed all submitted bids. Flyers Energy, LLC has been determined to be the lowest responsible bidder whose bid is responsive to all the requirements of the IFB.

Staff is recommending the following actions: 1) that the Board of Directors authorize the CEO to execute a three (3)-year contract on behalf of METRO with Flyers Energy, LLC for Off-site Fueling Services in an amount not to exceed \$885,000; and 2) that the Board of Directors authorize the CEO to execute a future contract extension with Flyers Energy, LLC for an additional three (3)-year term, for a total anticipated contract value not to exceed \$1,770,000 and a total term not to exceed six (6) years.

Contractor will provide all services meeting all METRO's specifications and requirements of the contract. Eddie Benson, Maintenance Manager, will serve as the Contract Administrator and will ensure contract compliance.

IV. FINANCIAL CONSIDERATIONS/IMPACT

The base value of the contract is \$885,000 for the first three (3) years. Should the three (3)-year option be exercised, the total six (6)-year value of the contract is anticipated to be \$1,770,000. Funds to support this contract are included in the Fleet Maintenance FY19 –FY21 Fuels & Lubricants - Revenue Vehicles (504012) and Fuels & Lubricants - Non Revenue Vehicles (504011) Operating budgets, and planned for the FY22 budgets. The Department Manager will be responsible for budgeting this expense each fiscal year.

V. ALTERNATIVES CONSIDERED

- METRO could choose to use retail gas stations for its ParaCruz and non-revenue fleet, but this is not recommended as retail prices would be higher than the contract prices proposed.

VI. ATTACHMENTS

Attachment A: Summary of Bids Received

Attachment B: Contract with Flyers Energy, LLC

Note: A full copy of the Contract is available on request.

Prepared By: Joan Jeffries, Administrative Specialist

VII. APPROVALS:

Eddie Benson, Maintenance Manager 

Approved as to fiscal impact:
Angela Aitken, Chief Financial Officer *dkelow for AA*

Alex Clifford, CEO/General Manager 

- THIS PAGE INTENTIONALLY LEFT BLANK -

Attachment A



Bid Results for IFB No. 19-04
Off-site Fueling Services
Opened March 1, 2019 at 2:00 PM

BIDDER	ITEM	AMOUNT BID
Flyers Energy, LLC	1	2.1950
	2	2.4407
	3	2.4317
SC Fuels	1	2.2467
	2	2.4986
	3	2.4896
WEX Bank	1	<i>No Bid Form submitted</i>
	2	<i>No Bid Form submitted</i>
	3	<i>No Bid Form submitted</i>

- THIS PAGE INTENTIONALLY LEFT BLANK -

Attachment B

CONTRACT FOR PROCUREMENT OF OFF-SITE FUELING SERVICES (19-04)

THIS CONTRACT is made effective on June 1, 2019 between the SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (“Santa Cruz METRO”), a political subdivision of the State of California, and FLYERS ENERGY, LLC (“Contractor”).

1. RECITALS

1.1 Santa Cruz METRO’s Primary Objective

Santa Cruz METRO is a public entity whose primary objective is providing public transportation and which has its principal office at 110 Vernon Street, Santa Cruz, California 95060.

1.2 Santa Cruz METRO’s Need for Off-site Fueling Services

Santa Cruz METRO requires Off-site Fueling Services to fuel its non-revenue and ParaCruz fleets, and red-dyed diesel for its emergency generators. In order to obtain said Off-site Fueling Services, Santa Cruz METRO issued an Invitation for Bids, dated February 4, 2019, setting forth specifications for such Off-site Fueling Services. The Invitation for Bids is attached hereto and incorporated herein by reference as Exhibit A.

1.3 Contractor’s Bid Form

Contractor is a supplier of Off-site Fueling Services desired by Santa Cruz METRO and whose principal place of business is 2360 Lindbergh Street, Auburn, California 95602. Pursuant to the Invitation for Bids issued by Santa Cruz METRO, Contractor submitted a bid for provision of said Off-site Fueling Services, which is attached hereto and incorporated herein by reference as Exhibit B.

1.4 Selection of Contractor and Intent of Contract

On March 1, 2019, Santa Cruz METRO selected Contractor as the lowest responsive, responsible bidder to provide said Off-site Fueling Services. The purpose of this Contract is to set forth the provisions of this procurement.

1.5 Contractor and Supplier Synonymous

For the purposes of this Contract, the terms “contractor” and “supplier” are synonymous.

Santa Cruz METRO and Contractor agree as follows:

2. INCORPORATED DOCUMENTS AND APPLICABLE LAW

2.1 Documents Incorporated in This Contract

The documents listed below are attached to this Contract and by reference made a part hereof. This is an integrated Contract. This writing constitutes the final expression of the parties’

Attachment B

Contract, and it is a complete and exclusive statement of the provisions of that Contract, except for written amendments, if any, made after the date of this Contract in accordance with Section 12.15 of the General Conditions to the Contract.

a) Exhibit A

Santa Cruz Metropolitan Transit District's "Invitation for Bids" dated February 1, 2019, including Addendum No. 1 dated February 25, 2019.

b) Exhibit B (Bid Form)

Contractor's Bid Form to Santa Cruz METRO for Off-site Fueling Services, signed by Contractor and dated February 25, 2019.

2.2 Conflicts

Where in conflict, the provisions of this writing supersede those of the above-referenced documents, Exhibits A and B. Where in conflict, the provisions of Exhibit A supersede Exhibit B.

2.3 Recitals

The Recitals set forth in Article 1 are part of this Contract.

3. TIME OF PERFORMANCE

3.1 General

Contractor shall perform work under this Contract at such times to enable it to meet the time schedules specified in the Specifications Section of the IFB. The Contractor shall not be responsible for delays caused by force majeure events described in Section 3 of the General Conditions of the Contract.

3.2 Term

The term of this Contract commences on the execution of the Contract and shall remain in force for a three (3) year period thereafter. At the option of Santa Cruz METRO, this Contract may be renewed for one (1) additional three (3) year term under the same conditions and pricing structure.

Santa Cruz METRO and Contractor may extend the term of this Contract at any time for any reason upon mutual written consent.

4. COMPENSATION

4.1 Terms of Payment

Santa Cruz METRO agrees to pay Contractor as per the rate schedule identified in the Bid Form, Exhibit B. Contractor understands and agrees that if it exceeds the \$885,000 maximum amount

Attachment B

payable under this Contract, it does so at its own risk.

Payment shall be made to Contractor in accordance with monthly invoices submitted by Contractor that reflect the amount of fuel gallons actually supplied during each month. The supplies and materials called for under the specifications will be used by Santa Cruz METRO in the performance of a government function and are exempt from taxation by the United States Government. Santa Cruz METRO will, if requested, furnish a tax exemption certificate and any and all affidavits and documents that may be necessary to establish such exemption. Santa Cruz METRO is exempt from the payment of Federal Excise Tax, and State Excise and Transportation taxes, but is responsible for California Sales Tax. Contractor will add applicable taxes and surcharges at the time of invoicing.

Compensation rates for the optional term are subject to negotiation and shall not exceed the annual percentage change in the Consumer Price Index for the San Francisco-Oakland-San Jose area effective at the time of negotiation. Costs for any enhancement in service will be negotiated.

4.2 Invoices

Contractor shall submit monthly invoices of services provided to Santa Cruz METRO that include the following information:

- a) Vehicle ID number and mileage;
- b) Employee's unique ID number;
- c) Date services was provided;
- d) Contract unit price(s) of services(s) performed;
- e) Total monthly dollar amount of services performed; and
- f) Santa Cruz METRO-assigned purchase order number.

Said invoice records shall be kept up-to-date at all times and shall be available for inspection by Santa Cruz METRO (or any grantor of Santa Cruz METRO, including, without limitation, any State or Federal agency providing project funding or reimbursement) at any time for any reason upon demand for not less than four (4) years after the date of expiration or termination of the Contract. Under penalty of law, Contractor represents that all amounts billed to Santa Cruz METRO are (1) actually incurred; (2) reasonable in amount; (3) related to this Contract; and (4) necessary for performance of the services. No expenses shall be paid by Santa Cruz METRO unless specifically allowed by this Contract.

5. NOTICES

All notices under this Contract shall be deemed duly given upon delivery, if delivered by hand, or three (3) days after posting if sent by registered mail, receipt requested, to a party hereto at the address hereinunder set forth, or to such other address as a party may designate by notice pursuant hereto.

Attachment B

Santa Cruz METRO

Santa Cruz Metropolitan Transit District
110 Vernon Street
Santa Cruz, CA 95060

Attention: Alex Clifford, CEO/General Manager

CONTRACTOR

Flyers Energy, LLC
395 Oyster Point Boulevard, Suite 206
South San Francisco, CA 94080

Attention: Lynn Olson, Director of Cardlock
(650) 873-8200, extension 2515
lynno@4flyers.com

6. **ACCEPTANCE OF ELECTRONIC SIGNATURES AND COUNTERPARTS**

The parties agree that this Contract, agreements ancillary to this Contract, and related documents to be entered into this Contract will be considered executed when the signature of a party is delivered by scanned image as an attachment to electronic mail. Such scanned signature must be treated in all respects as having the same effect as an original signature. Each party further agrees that this Contract may be executed in two or more counterparts, all of which constitute one and the same instrument.

7. **AUTHORITY**

Each party has full power and authority to enter into and perform this Contract and the person signing this Contract on behalf of each has been properly authorized and empowered to enter into this Contract. Each party further acknowledges that it has read this Contract, understands it, and agrees to be bound by it.

SIGNATURES ON NEXT PAGE

Attachment B

Signed on 6 May 2019

Santa Cruz METRO –
SANTA CRUZ METROPOLITAN TRANSIT
DISTRICT

Alex Clifford, CEO/General Manager

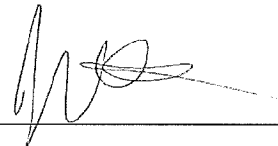
Contractor –
FLYERS ENERGY, LLC

Ken Dwelle, Chief Operating Officer



Approved as to Form:

Julie A. Sherman, General Counsel



- THIS PAGE INTENTIONALLY LEFT BLANK -



DATE: May 17, 2019
TO: Board of Directors
FROM: Eddie Benson, Maintenance Manager
SUBJECT: **CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A 2ND CONTRACT AMENDMENT WITH LUMENATURE TO INCREASE THE CONTRACT TOTAL BY \$19,778 FOR ENERGY-EFFICIENT LIGHTING RETROFIT**

I. RECOMMENDED ACTION

That the Board of Directors authorize the CEO to execute a 2nd contract amendment with Lumenature to increase the contract total by \$19,778 for Energy-Efficient Lighting Retrofit, thereby increasing the total contract authority from \$169,192 to \$188,970

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) is participating in the Energy Watch Program in order to replace its light fixtures at all of its facilities with energy-efficient light-emitting diode lights (LEDs).
- The Board of Directors gave approval for METRO to enter into a contract with Lumenature, an Energy Watch Program Installer, for Energy-Efficient Lighting Retrofit on August 24, 2018.
- Following Board approval, Lumenature conducted a final walkthrough of all METRO's sites, and submitted revised proposals of \$10,779 that ensure adequate lighting levels for each facility and take advantage of every opportunity for energy savings.
- The increase in the revised proposal covers \$10,779 for additional changes in scope and \$8,999 as an additional 5% contingency.
- The revised proposals will increase the total cost of the project by \$19,778, thereby increasing the total contract authority from \$169,192 to \$188,970.
- Staff is recommending a contract amendment to incorporate Lumenature's revised proposals.

III. DISCUSSION/BACKGROUND

METRO has a need to replace its light fixtures with energy-efficient light-emitting diode lights (LEDs) at all of its facilities as part of the area-wide effort to have a more sustainable and eco-friendly business. To accomplish this, METRO is participating in the Energy Watch Program (Program), a partnership between the

Association of Monterey Bay Area Governments (AMBAG) and Pacific Gas and Electric Company (PG&E).

At its August 24, 2018 Board Meeting, METRO's Board gave approval for METRO to enter into a contract with Lumenature, a Program Installer with pre-negotiated pricing, for Energy-Efficient Lighting Retrofit at each of METRO's facilities.

Following Board approval, Lumenature conducted final walkthroughs at each of METRO's facilities. Adjustments were made to the proposals for each site to ensure that adequate lighting levels and current levels of emergency lighting would be maintained, and to incorporate every opportunity for energy savings. Amending the contract to account for the final revised proposals, and 5% contract contingency, will result in an increase of \$19,778.

Staff recommends that the Board of Directors authorize the CEO to execute a 2nd contract amendment on behalf of METRO with Lumenature to incorporate the final revised proposals. Eddie Benson, Maintenance Manager, will continue to serve as the Contract Administrator and will ensure contract compliance.

IV. FINANCIAL CONSIDERATIONS/IMPACT

The original contract has a total not to exceed of \$169,192. Additional funds in an amount of \$19,778 are requested for approval at this time. The increase in the revised proposal covers \$10,779 for additional changes in scope and \$8,999 as an additional 5% contingency. The new contract total not to exceed would be \$188,970.

This project is funded by a loan from PG&E. Monthly loan payments are to be added to METRO's utility bill, but will be offset by the energy savings that result from the more efficient lighting. Therefore, there will be no change to METRO's normal utility bill amounts until the loan is completely paid, at which time the bill amounts will be reduced accordingly.

Calculating each site's loan allocation amount with the anticipated monthly bill savings, the estimated time to pay off the loan varies per site, with a range of one and a half years to just under six years.

V. ALTERNATIVES CONSIDERED

- None. As there is no up-front cost to complete this project, staff recommends moving forward with the revised proposals to take advantage of the most energy-efficient design possible.

VI. ATTACHMENTS

Attachment A: Revised Proposals Job Summary

Attachment B: 2nd Amendment to the Contract with Lumenature

Prepared By: Eddie Benson, Maintenance Manager

VII. APPROVALS:

Eddie Benson, Maintenance Manager 

Approved as to fiscal impact:
Angela Aitken, Chief Financial Officer *dla low for AA*

Alex Clifford, CEO/General Manager 

Attachment A

SCMTD			
SCMTD Lighting Project Change Order Analysis		Green = Credit	Red = Increase
Site	Change Order 1 Copay	Change Order 2 Copay	Increase Amount
JKS	\$15,349.28	\$18,693.92	\$3,344.64
Maintenance	\$38,924.49	\$43,104.83	\$4,180.34
Bus Wash	\$19,512.00	\$20,500.88	\$988.88
Soquel Park & Ride	\$1,237.36	No change order	\$0.00
Cavallaro	\$21,824.92	\$21,775.04	\$49.88
Pacific	\$36,760.98	\$38,755.37	\$1,994.39
110 Vernon	\$35,582.26	\$37,140.05	\$1,557.79
Overall	\$169,191.29	\$179,970.09	\$10,778.80

Summary of changes:

JKS:

- * Added drivers for (15) fixtures on dimmers, in training rooms and conference room.
- * Added (1) additional Bodine emergency driver for can.
- * Added (2) Linmore emergency drivers in men's and women's restrooms.
- * Added (10) additional fixtures found by technicians in storage room, garage, and hallways

Maintenance:

- * Changed fixture in uniform closet to 1L instead of 2L.
- * Changed fixtures at top of roll up door on Vernon St side to retrofit kits instead of new fixtures.
- * Removed fixture in front of elevator (fixture removed by SCMTD staff).
- * Added (16) more emergency drivers that were discovered during installation.
- * Added (2) exterior fixtures with emergency drivers in generator enclosure.
- * Added (2) recessed can fixture retrofits in upstairs showers.

Bus Wash:

- * Added (1) additional can fixture in break room.
- * Added (1) additional emergency driver found in compressor room during installation.
- * Changed (4) wallpacks to have retrofit kits instead of new fixtures.

Pacific Station:

- * Added custom kits for pendant fixtures.

Cavallaro:

- * Added (1) fixture retrofit at flag pole.

110 Vernon:

- * Added (5) emergency drivers for can fixtures found during installation.
- * Added (2) fixtures in elevator.
- * Removed (9) emergency drivers that were not needed for 2x4 fixtures.
- * Removed (3) fixtures that were duplicated in file storage by lunch room.
- * Added (1) recessed can retrofit in shop restroom.

- THIS PAGE INTENTIONALLY LEFT BLANK -

Attachment B

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT SECOND AMENDMENT TO CONTRACT NO. 19-02 FOR ENERGY-EFFICIENT LIGHTING RETROFIT

This Second Amendment to Contract No. 19-02 for Energy-Efficient Lighting Retrofit is made effective May 23, 2019 between the Santa Cruz Metropolitan Transit District (“Santa Cruz METRO”), a political subdivision of the State of California, and Pursell Construction, Inc. d/b/a Lumenature (“Contractor”).

I. RECITALS

- 1.1 Santa Cruz METRO and Contractor entered into a Contract for Energy-Efficient Lighting Retrofit (“Contract”) at all of Santa Cruz METRO’s facilities on January 30, 2019.
- 1.2 The Contract allows for amendment upon mutual written consent.
- 1.3 A First Amendment was executed on January 30, 2019 incorporating Contractor’s revised proposals, which had been adjusted to ensure adequate lighting levels and emergency lighting would be maintained, and to incorporate more opportunities for energy savings, for each of Santa Cruz METRO’s facilities.
- 1.4 The Contractor has identified additional lighting improvements to further improve lighting and energy savings, and has submitted a second set of revised proposals for this work.
- 1.5 Santa Cruz METRO and Contractor desire to amend the Contract to incorporate Contractor’s second set of revised proposals, and to increase the Contract total not-to-exceed amount accordingly.

Therefore, Santa Cruz METRO and Contractor amend the Contract as follows:

II. COMPENSATION

- 2.1 Article 5.1 is amended to include the following language:

Contractor has submitted additional revised proposals for each of Santa Cruz METRO’s facilities, which are hereby incorporated into the Contract as Attachment A to this Second Amendment.

Under the terms of the Second Amendment, the Contract total not-to-exceed amount is increased by \$10,778.80. The new Contract total not-to-exceed amount is \$179,970.80. Contractor understands and agrees that if it exceeds the \$179,970.80 maximum amount payable under this Contract, it does so at its own risk.

III. REMAINING TERMS AND CONDITIONS

- 3.1 All other provisions of the Contract that are not affected by this Amendment shall remain unchanged and in full force and effect.

Attachment B

IV. ACCEPTANCE OF ELECTRONIC SIGNATURES AND COUNTERPARTS

- 4.1 The parties agree that this Contract, agreements ancillary to this Contract, and related documents to be entered into this Contract will be considered executed when the signature of a party is delivered by scanned image as an attachment to electronic mail. Such scanned signature must be treated in all respects as having the same effect as an original signature. Each party further agrees that this Contract may be executed in two or more counterparts, all of which constitute one and the same instrument.

V. AUTHORITY

- 5.1 Article 9 is amended to include the following language:

Each party has full power to enter into and perform this Second Amendment to the Contract and the person signing this Second Amendment on behalf of each has been properly authorized and empowered to enter into it. Each party further acknowledges that it has read this Second Amendment to the Contract, understands it, and agrees to be bound by it.

Signed on _____

Santa Cruz METRO –
SANTA CRUZ METROPOLITAN
TRANSIT DISTRICT

Alex Clifford, CEO/General Manager

Contractor –
PURSELL CONSTRUCTION, INC.
d/b/a LUMENATURE

Mark A. Pursell, President



Approved as to Form:

Julie Sherman, General Counsel





DATE: May 17, 2019

TO: Board of Directors

FROM: Dawn Crummié, Human Resources Director

SUBJECT: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A 7TH AMENDMENT EXTENDING THE CONTRACT FOR ONE YEAR WITH ALLIANT INSURANCE SERVICES, INC. FOR EXCESS WORKERS' COMPENSATION INSURANCE, INCREASING THE CONTRACT TOTAL BY AN AMOUNT NOT TO EXCEED \$180,000

I. RECOMMENDED ACTION

That the Board of Directors authorize the CEO to execute a 7th amendment, extending the contract for one year with Alliant Insurance Services, Inc. for Excess Workers' Compensation Insurance administered by California State Association of Counties Excess Insurance Authority (CSAC EIA), in an amount not to exceed \$180,000 for the premium and broker fee for the additional one-year period.

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) uses workers' compensation excess insurance from California State Association of Counties Excess Insurance Authority (CSAC EIA). Alliant Insurance Services, Inc. is the broker that METRO is required to use when contracting services with CSAC EIA.
- METRO's contract with Alliant will expire on June 30, 2019.
- The estimated premium for Excess Workers' Compensation Insurance ranges from \$158,000 to \$180,000 for the next year. The final proposed premium will not be available until mid to late June.
- CSAC EIA and Alliant Insurance Services, Inc. have performed their duties very well under this contract, and therefore a one-year contract extension is recommended.
- Staff recommends that the Board approve a contract extension with Alliant Insurance Services, Inc. for Excess Workers' Compensation Insurance, which will be administered by CSAC EIA, in an amount not to exceed \$180,000.

III. DISCUSSION/BACKGROUND

METRO has an insurance policy for individual worker's compensation claims exceeding \$350,000 from the CSAC EIA using Alliant Insurance Services, Inc. as broker. The contract with Alliant was established on July 1, 2011 and is due to

expire on June 30, 2019. Per Dawn Crummié, Human Resources Director, over the past year the quality of service provided by CSAC EIA and Alliant Insurance Services, Inc. has been very good.

CSAC EIA will not have a final premium proposal for the next year until mid to late June. An early premium estimate, prepared in December 2018, ranged from \$165,000 to \$180,000. A more recent premium estimate, from March 2019, is \$158,000. These estimates are based on METRO's estimated 2019/20 payroll and METRO's workers' compensation claim experience in past years. CSAC EIA's final premium proposals for the 2016/17, 2017/18, and 2018/19 fiscal years were \$197,257, \$161,597, and \$156,418, respectively. In addition to the 2019/20 premium, a separate broker fee will be due to Alliant, which has been \$5,000 for the past four years.

Staff recommends that METRO extend the current contract with Alliant Insurance Services, Inc. for an additional one-year period, with authority for additional funds up to \$180,000. Staff further recommends that the Board of Directors authorize the CEO to sign a one-year contract extension on behalf of METRO for the specific proposed premium amount. The contract extension Amendment will not be finalized until the final proposal is received from Alliant. If the combined broker fee and premium proposal exceed \$180,000, staff will return to the Board for authorization. Dawn Crummié, Human Resources Director, will continue to serve as the Contract Administrator and will ensure contract compliance.

IV. FINANCIAL CONSIDERATIONS/IMPACT

The final early estimate for the coming year's premium has increased by \$1,000 from last year's final early estimate. The premium projection is based on METRO's workers' compensation claim experience, the pool's workers' compensation claim experience, and METRO's estimated 2019/20 payroll.

Funds in an amount not to exceed \$180,000 are requested for approval at this time. The amount that staff is requesting is based on the high end of the December 2018 estimate. Staff expects this amount to be enough to also cover the anticipated broker fee of \$5,000.

Funds to support this contract are paid out of operating expenses from the G/L Account 502081, Workers' Compensation. Costs are billed to departments based on number of employees in the department.

V. ALTERNATIVES CONSIDERED

- Do not extend this contract. Staff does not recommend this option, as METRO is legally obligated to provide Workers' Compensation Insurance to its employees.

VI. ATTACHMENTS

Attachment A: 2019/2020 Estimates from CSAC EIA

Prepared By: Joan Jeffries, Administrative Specialist

VII. APPROVALS:

Dawn Crummié, Human Resources
Director

Dawn Crummié

Approved as to fiscal impact:
Angela Aitken, Finance Manager

dlc low for AA

Alex Clifford, CEO/General Manager



Attachment A

CSAC Excess Insurance Authority
2019/20 Budget Estimates, December 2018
Santa Cruz Metro Transit District

This second round of early estimates have been prepared to further aid you in budgeting for the 2019/20 fiscal year. It is important to keep in mind it is still early in the process of determining each Program's total cost for the upcoming year. Since the initial version provided in October, we have updated the budget estimates to reflect the estimated 2019/20 payroll submitted via the renewal applications and losses evaluated as of 6/30/2018. The estimates provided are intended to be conservative; however, since there is a chance that final premiums may be in excess of these estimates, we recommend you budget towards the high end of the range.

If you are aware that you have had any substantial changes over the past 12 months, please contact Brian Kelley and a better estimate will be developed for you.

Excess Workers' Compensation Program

Estimated Premium:	\$165,000	to	\$180,000	Estimated Payroll:	\$22,178,319
Payroll Audit:	\$554				
Estimated Collectible:	\$165,554	to	\$180,554	Rating Group:	Low Safety

Estimate Assumptions & Updates

The EWC premium projections have been updated to reflect your entity's estimated 2019/20 payroll, as provided on your renewal application and your entity's losses based on the 6/30/18 evaluation date. This premium estimate assumes pool rate increases of 2.5-12.5% and excess and reinsurance rate increases of 5-15%. The estimates have become more accurate with updated exposure and losses, but are still conservative due to the pending actuarial results and final reinsurance rates. Once those are received, we will distribute more accurate premium numbers in March.

Rating Methodology Change

In 2016/17, the Board of Directors voted to change the rating methodology for the Public Entity (PE) rating group by splitting it into two groups. The Public Entity rating group was separated into a High Safety group, members with more than 40% of total payroll in safety classcodes, and a Low Safety group, members with less than 40% safety payroll. The methodology change is being phased-in over 5 years, 2019/20 will be the 4th year. These estimates account for the methodology phase-in, the premiums for public entity members are now based on 4/5ths of the new split rating group methodology and 1/5ths on the old rating methodology. The rating changes do not affect schools or counties.

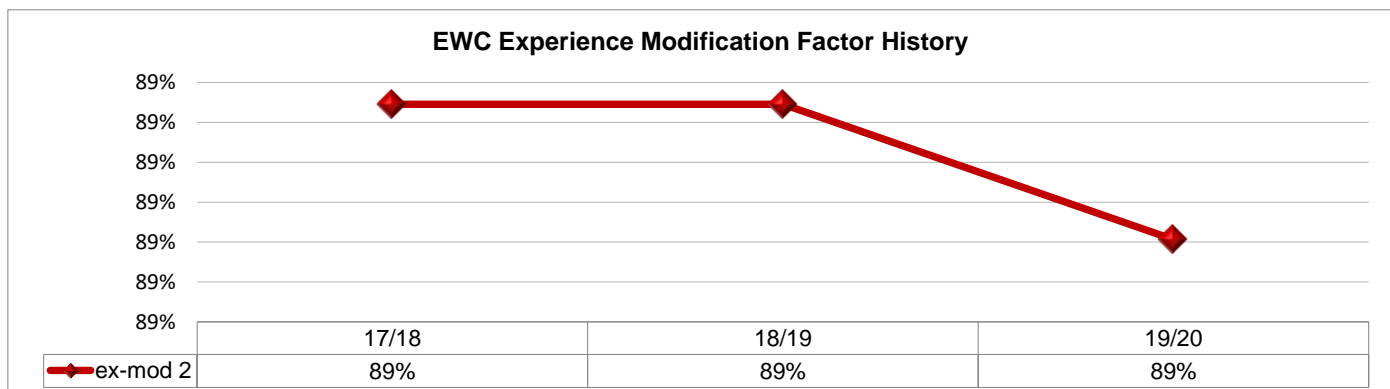
Payroll Audit Adjustment

If you have directed us to apply the 2017/18 payroll audit to your 2019/20 premium, it has been included in the total collection shown. If you have decided to handle the payroll audit outside of your premium, the Estimated Premium shown is the estimated total collection.

Experience Modification Factor

Your experience modification factors (ex-mod) have been calculated for 2019/20 using the updated payroll and loss data. Your ex-mod represents how your loss rate (based on 7 years of payroll and losses) compares to the average loss rate for your rating group. An ex-mod of less than 100% indicates that your loss rate is better than average, while one that is greater than 100% indicates that your loss rate is worse than average.

In the table below, ex-mod 1 reflects your ex-mod for the \$125K-\$300K rating layer, while ex-mod 2 reflects your ex-mod for the \$300K to \$1M rating layer. Therefore if your SIR is \$300K or higher, you will only see ex-mod 2 below.



EWC Payroll History

2018/19 Estimated Payroll:	\$21,141,677
2017/18 Estimated Payroll:	\$21,207,283

EWC Premium History

2018/19:	\$156,418
2017/18:	\$161,597



Attachment A
 CSAC Excess Insurance Authority
 2019/20 Early Budget Estimates, March 2019
 Santa Cruz Metro Transit District

This third round of early estimates have been prepared to further aid you in budgeting for the 2019/20 fiscal year. At this time, updated estimates are being provided for all major programs. Since the December version: (1) The budget estimates have been updated with actuarial rates for the pooled layers; (2) The reinsurance rates were updated where we have proposals; and (3) We have incorporated more accurate administrative budget numbers. While the estimates provided are more refined from the previous version, they contain a range if there are still outstanding items specific to the program. The estimates are intended to be conservative, however there may be a chance that final numbers will come in higher than the assumptions currently in place. For this reason we recommend continuing to budget toward the high end of the estimate range if one is provided.

Excess Workers' Compensation Program

<u>Premium</u>			
17/18 Premium:	\$161,597	2017/18 Estimated Payroll:	\$21,207,283
18/19 Premium:	\$156,418	2018/19 Estimated Payroll:	\$21,141,677
19/20 Estimated Premium:	\$158,000	2019/20 Estimated Payroll:	\$22,178,319
Premium Audit:	\$554		
Collectible Amount:	\$158,554		

The EWC premium projections have been updated to reflect your entity's estimated 2019/20 exposure, as provided on your renewal application, as well as losses based on the June 30, 2018 data collection. Since the December estimate, we have updated the projected program administrative costs and received and updated the pool and reinsurance rates.

Pool rates have changed from last year as follows:

- County rates are down 5.1% on average
- Low Safety rates are down 3.3% on average
- High Safety rates are down 3.9% on average
- School rates are down 2.2% on average

Reinsurance Premiums changed from last year as follows:

- Ace layer \$45m x \$5M - 5.5% increase
- Liberty Mutual layer \$50M to Statutory - Pending proposals, estimated 7% increase
- Safety National - No Rate change

The estimates have become more accurate, however, we are still pending the finalization of some miscellaneous fees. To remain somewhat conservative at this point, the estimates were rounded up to the nearest \$1,000. We will distribute final premium numbers in June once the nominal fees are finalized.



DATE: May 17, 2019
TO: Board of Directors
FROM: Alex Clifford, CEO/General Manager
SUBJECT: METRO ADVISORY COMMITTEE (MAC) MEMBERS' RESIGNATION

I. RECOMMENDED ACTION

Open a 30-day nomination period beginning June 1, 2019 to solicit and accept Board nominees and citizen applications after which time the MAC Ad Hoc Committee will convene to review and recommend two candidates to the METRO Board.

II. SUMMARY

- The METRO Advisory Committee (MAC) is to be comprised of seven members.
- Two members have resigned effective April 29, 2019 and May 14, 2019.
- The MAC Bylaws Section 3.5 state when a vacancy is created or a MAC member's term expires, the METRO Board shall be solicited for nominations. Upon conclusion of a thirty-day nomination period, the MAC Ad Hoc Committee (Board Directors Bottorff, Coffman-Gomez, McPherson, and Meyers) shall convene and review applications and Board nominations and make an appointee recommendation to the full METRO Board.

III. DISCUSSION/BACKGROUND

MAC recently received letters from two of its members, one resigning effective April 29, 2019 and one effective May 14, 2019. In an effort to fill those vacant seats, staff requests the METRO Board of Directors open a thirty-day nomination period beginning June 1, 2019.

Once this thirty-day nomination period has concluded, the MAC Ad Hoc Committee will meet to review and recommend two candidates to the full Board of Directors at their August 23, 2019 meeting.

IV. FINANCIAL CONSIDERATIONS/IMPACT

None

V. ALTERNATIVES CONSIDERED

None

VI. ATTACHMENTS

Attachment A: Resignation Letters – Kevin Andrews & **Cassity Mega**

Attachment B: MAC Bylaws Adopted January 26, 2018

Prepared By: Donna Bauer, Administrative Assistant

VII. APPROVALS

Alex Clifford, CEO/General Manager



- THIS PAGE INTENTIONALLY LEFT BLANK -

REDLINE VERSION

*Santa Cruz Metropolitan
Transit District*



DATE: May 17, 2019

TO: Board of Directors

FROM: Alex Clifford, CEO/General Manager

SUBJECT: METRO ADVISORY COMMITTEE (MAC) MEMBER'S' RESIGNATION

I. RECOMMENDED ACTION

Open a 30-day nomination period beginning June 1, 2019 to solicit and accept Board nominees and citizen applications after which time the MAC Ad Hoc Committee will convene to review and recommend a candidate to the METRO Board.

II. SUMMARY

- The METRO Advisory Committee (MAC) is to be comprised of seven members.
- ~~One~~Two members ~~has~~ve resigned effective April 29, 2019 and May 14, 2019.
- The MAC Bylaws Section 3.5 state when a vacancy is created or a MAC member's term expires, the METRO Board shall be solicited for nominations. Upon conclusion of a thirty-day nomination period, the MAC Ad Hoc Committee (Board Directors Bottorff, Coffman-Gomez, McPherson, and Meyers) shall convene and review applications and Board nominations and make an appointee recommendation to the full METRO Board.

III. DISCUSSION/BACKGROUND

MAC recently received a letter from ~~one~~two of its members, one resigning effective April 29, 2019 and one effective May 14, 2019. In an effort to fill th~~ose~~at vacant seat~~s~~, staff requests the METRO Board of Directors open a thirty-day nomination period beginning June 1, 2019.

Once this thirty-day nomination period has concluded, the MAC Ad Hoc Committee will meet to review and recommend a-two candidat~~e~~s to the full Board of Directors at their August 23, 2019 meeting.

IV. FINANCIAL CONSIDERATIONS/IMPACT

None

DISTRIBUTED AT 5/17/19 METRO BOARD MEETING 9-14.4

REDLINE VERSION

Board of Directors
May 17, 2019
Page 2 of 3

V. ALTERNATIVES CONSIDERED

None

VI. ATTACHMENTS

Attachment A: Resignation Letters – Kevin Andrews & Cassity Mega

Attachment B: MAC Bylaws Adopted January 26, 2018

Prepared By: Donna Bauer, Administrative Assistant

Attachment A

From: [Kevin Andrews](#)
To: [veronica](#); [Joseph Martinez](#); [Jason Lopez](#); [Cassity Mega](#); [Michael Pisano](#); [Becky Taylor](#); [Donna Bauer](#)
Subject: Notice of resignation from MAC: start of a new chapter
Date: Monday, April 29, 2019 9:43:25 AM

Dear Fellow MAC Members:

I write with great sadness to inform you I must resign from the Santa Cruz Metro Advisory Committee effective immediately. It is a bittersweet transition as I prepare to embark upon a new journey, having just accepted a new job in the Washington, D.C. area.

I have thoroughly enjoyed serving on the MAC and learning about the challenges and triumphs that come with running an agency in order to provide great service to its customers. WE have some of the best drivers, hands down, and I commend the work Metro has done, Veronica in particular, to ensure riders with disabilities are treated equitably, respectfully and appropriately.

Thank you all again, and please feel free to keep in touch. Keep it weird, Santa Cruz!

--

Best,

Kevin Andrews

Email: [REDACTED]

Mobile Telephone: [REDACTED]

REVISED
Attachment A

From: [Cassity Mega](#)
To: [Becky Taylor](#); [Cassity Mega](#); [Jason Lopez](#); [Joseph Martinez](#); [Kevin Andrews](#); [Michael Pisano](#); [Veronica Elsea](#); [Barrow Emerson](#); [Donna Bauer](#)
Subject: MAC letter of resignation
Date: Tuesday, May 14, 2019 8:12:14 AM

Hi everyone,

It's been an absolute pleasure serving on the MAC for the past two years. I can't express the gratitude I have for the work you all have done. The way you all work to be positive and active parts of the community have inspired me immensely. I regret to inform you that I will not be able to attend any more MAC meetings, and I will be resigning from my position as the Cabrillo Representative, as I start school at UC Berkeley in August. Please feel free to reach out if I can help with anything at all.

With sincerity and gratitude,
Cassity Mega



BYLAWS

Metro Advisory Committee

ADOPTED JANUARY 26, 2018

Attachment B

BYLAWS FOR THE SANTA CRUZ METRO ADVISORY COMMITTEE

Article I GENERAL PROVISIONS

§1.1 Purpose - Bylaws

These Bylaws shall govern the proceedings of the METRO Advisory Committee (MAC), an advisory committee established by the Board of Directors of the Santa Cruz Metropolitan Transit District (METRO).

§1.1.1 Purpose – METRO Advisory Committee (MAC)

The MAC members serve at the pleasure of the Santa Cruz Metropolitan Transit District Board of Directors. The purpose of the MAC is to provide a citizen forum (advisory committee) in which the METRO Board and CEO/General Manager can delegate topics for discussion and in which recommendations can be formulated and communicated to the METRO Board of Directors. MAC members should be current frequent riders of the fixed-route, paratransit or commuter services provided by Santa Cruz METRO and should approach their review of topics from a regional thinker perspective in their review of matters referred by the METRO Board of Directors or the CEO/General Manager.

§1.2 Construction of Bylaws

As used in these Bylaws, “MAC” means the METRO Advisory Committee. These Bylaws shall govern the MAC’s proceedings to the extent they are not inconsistent with METRO Administrative Code or Regulations or California or Federal law. These Bylaws or amendments become effective upon approval by the METRO Board of Directors.

§1.2.1 Orderly Administration of MAC Meetings

The MAC shall follow Robert’s Rules of Order or Sturgis, the Standard Code of Parliamentary Procedure, as may be adopted by the current Chair of MAC.

§1.3 Definitions: As used in these Bylaws:

- a. “Chair” means the Chair of the MAC Committee.
- b. “Vice chair” means the Vice Chair of the MAC Committee.

Attachment B

- c. "Staff" means staff members that are assigned to support the MAC Committee by the METRO CEO/General Manager.

Article II DUTIES AND AUTHORITY

§2.1 Duties

It shall be the duty of the MAC to provide recommendations to the Board of Directors on matters referred to the MAC by the Board or CEO/General Manager, and to perform such additional duties as assigned by the Board. The MAC may also address issues which members or the public raise with respect to the quantity and quality of services provided by METRO.

§2.2 Limitations on Authority

The sole jurisdiction and authority of the MAC is to serve in an advisory capacity to the Board of Directors. MAC shall not have any authority to take actions that bind METRO or the Board of Directors. With the approval of the CEO/General Manager, and subject to budget considerations, the MAC may design informational signs to be placed on the inside of buses and it may design and distribute an informational brochure to increase the public's knowledge of the operation and existence of the MAC. MAC members are not allowed to give direction to the administrative support personnel or any other METRO employee.

- a. Reports to the Santa Cruz METRO Board of Directors.

Communications by the MAC to the Board of Directors shall be through the CEO/General Manager. All such communications shall be provided to the Board of Directors and placed on the next available Board agenda as a consent item under the heading of "communications to the Board from the MAC."

At the request of the MAC Chair or Vice Chair, and upon concurrence of a majority of the MAC members, matters which the MAC intends to discuss with the Board of Directors may be placed on the Board of Director's agenda by the CEO/General Manager. MAC shall comply with all requirements for the inclusion of such items on the Board's agenda as are deemed appropriate by the CEO/General Manager.

The MAC Chair or Vice Chair shall provide the Board of Directors an oral report on MAC activities twice a year, once in June and once in December.

Attachment B

Article III MEMBERSHIP

§3.1 Membership

a. Appointment to the MAC.

The MAC shall be composed of no greater than 7 members appointed by the Board of Directors. All MAC members shall serve for a term of 4 years and will serve at the pleasure of the Board of Directors. Members wishing to resign from an appointment may submit such resignation to the CEO/General Manager.

The METRO Board of Directors shall nominate individuals to be considered for appointment as members of the MAC. Additionally, Santa Cruz County residents who have submitted an application directly to METRO shall be considered. Annually, the METRO Board Chair shall appoint an Ad Hoc Committee composed of four members of the Board and who shall meet as needed to review the list of Board nominees and other citizen applications and make appointment recommendations to the full Board. Appointments to the METRO Advisory Committee shall be made by the METRO Board of Directors.

b. Composition of Membership on MAC.

All members shall be residents of the County of Santa Cruz. When making its appointments, the Board shall strive to balance the membership to reflect the ethnic, gender, and geographic diversity of the County.

To the extent it is practical, representation on MAC will be regular riders of the system and will include representatives of the following consumer groups:

- i. At least one member from the Disability community.
- ii. At least one member from University of California, Santa Cruz, who is either a student or employee of the same.
- iii. At least one member who is a commuter using the Highway 17 service.
- iv. At least one member of the Disadvantaged Business Community.
- v. At least one member from Cabrillo College, who is either a student or an employee of the same.
- vi. At least one member who is a rider of Paratransit.

Attachment B

No member of the Board of Directors or elected public official shall be appointed to the Committee.

No employee of METRO or any agency that provides funding to, or contracts with, METRO shall be appointed to the Committee. However, individuals who are employed by the University of California, Santa Cruz in departments other than the Transportation and Parking Services (TAPS), or in the offices that directly supervise TAPS, shall be exempt from the financial/contracting prohibition for MAC members outlined in this section.

§3.2 Members' Terms

- a. The term of membership of each MAC member shall be four years, commencing with the date of appointment by the METRO Board of Directors and terminating on December 31st of the year in which the seat expires. Members may be considered by the Board Ad Hoc Committee for reappointment for additional terms, as approved by the METRO Board of Directors.
- b. Effective January 2018, seat term limits shall follow the following term schedule in order to ensure quorum in future election years as follows:

Seat 1: December 31, 2021
Seat 2: December 31, 2021
Seat 3: December 31, 2021
Seat 4: December 31, 2019
Seat 5: December 31, 2020
Seat 6: December 31, 2020
Seat 7: December 31, 2019

Thereafter, each seat's term will be four years from appointment or re-appointment.

- c. If a seat is vacated prior to the end of its designated term, the newly appointed MAC member shall fill the seat vacated through its designated termination date.

§3.3 Attendance at MAC meetings.

If a member accumulates no less than two consecutive absences from MAC Meetings, without a reasonable excuse, in any rolling twelve-month period, the position shall automatically be declared vacant. In the event of a known absence to an upcoming MAC Meeting, it is expected of the MAC Member(s) that they will contact the Santa Cruz Metropolitan Transit

Attachment B

District Front Office Administration Staff by telephone as soon as the absence is known, but no later than 12:00PM (noon) on the day of the meeting, and that failure to make said contact will constitute an unexcused absence unless circumstances restrict such contact. The Board of Directors shall then be notified of the vacancy so the Ad Hoc Committee can then meet and recommend to the METRO Board a successor to be appointed to fill the remainder of the vacated MAC member's term.

§3.4 Compensation of MAC members

No individual member of the MAC shall be entitled to compensation from METRO, with the exception that Members of the Committee shall receive one (1) system-wide day passes for each meeting that they attend. Any request for reimbursement for travel or other expenses shall not be considered unless approved in advance by the CEO/General Manager.

§3.5 Vacancies

When a vacancy is created or a MAC member's term expires, the METRO Board shall be solicited for nominations. The METRO Board nomination period shall be open for thirty (30) days following the notification to METRO Board Members of the vacancy(s). The METRO Board shall be notified of the open nomination period via email correspondence. Following the conclusion of the thirty-day nomination period, the Ad Hoc Committee shall convene and review current MAC applications on file and current Board Member nominations. The Ad Hoc Committee shall then make new appointee recommendation(s) to the full METRO Board for consideration and approval to fill the expired seat, or the remainder of the vacated MAC member's term.

Article IV OFFICERS

§4.1 Chair and Vice Chair

The MAC shall elect from its membership a Chair and a Vice Chair at the end of the agenda for the last meeting of the calendar year, to serve for a one-year term. In election years when MAC members' terms expire, the Chair and Vice Chair shall be elected at the first meeting after METRO Board appointments and/or reappointments of MAC members have been made, establishing a quorum.

The Chair shall preside at all meetings of the MAC and represent the MAC before the METRO Board of Directors. The Vice Chair shall perform the

Attachment B

duties of the Chair when the Chair is absent. In the event of a vacancy in the Chair's position, the Vice Chair shall succeed as Chair for the balance of the Chair's term and the MAC shall elect a successor to fill the vacancy in the Vice Chair's position. In the event of a vacancy in the Vice Chair's position, the MAC shall elect a successor from its membership to fill the Vice Chair's position for the remainder of the Vice Chair's term. If the Chair vacates the position prior to the end of his/her one-year appointment, the Vice Chair will be allowed to complete the vacated Chair's term and one full year following the end of the vacated Chair's term.

The Chair may be elected for up to two consecutive terms, and again multiple times during their appointment term(s) provided there is a minimum of a one-year break after having served two consecutive terms.

§4.2 Staff Support

The CEO/General Manager of METRO shall determine the proper staff support for MAC meetings, if any, and furnish administrative personnel to prepare and distribute the MAC's agendas, notices, minutes, correspondence and other materials. The METRO administrative personnel assigned to support the MAC shall maintain a record of all proceedings of the MAC as required by law and shall perform other support duties to the committee as assigned by the CEO/General Manager. The minutes of each meeting, when approved by the MAC shall be made available on the Santa Cruz METRO website on the MAC page. The METRO Board of Directors are encouraged to review these minutes after each MAC meeting.

Article V MEETINGS

§5.1 Regular Meetings

Regular meetings of the MAC shall be held not more than once each calendar quarter (e.g.: March, June, September & December), on the third Wednesday of the month that is selected for the meeting. Whenever a regular meeting falls on a holiday observed by METRO, the meeting shall be held on another day or canceled at the direction of the MAC. A rescheduled regular meeting shall be designated a regular meeting. With the approval of the CEO/General Manager, or at the direction of the METRO Board, the MAC may convene additional "Special" meetings during the calendar year to address time sensitive issues. e.g.: service changes, fare increases, Fiscal Year Budget review. All such "Special"

Attachment B

meetings shall be posted in compliance with Article V, Section 5.3 and Article 6, Section 6.4 below.

At the MAC's last meeting of the calendar year it shall establish a calendar of its regular meetings for the following year. In election years when MAC members' terms expire, it shall establish at the MAC's last meeting of the calendar year the first meeting of the following year. The remaining meetings for that calendar year shall be established once METRO Board appointments and/or reappointments have been made, establishing a quorum. MAC's regular meeting schedule shall be posted on the METRO website once adopted by the MAC.

§5.2 Calling and Noticing of Meetings

All meetings shall be called, noticed and conducted in accordance with the applicable provisions of the Ralph M. Brown Act (commencing with Section 54950 of the Government Code). The CEO/General Manager and METRO Counsel shall be given notice of all meetings.

§5.3 Quorum; Vote

The presence of a majority of the appointed (4) members shall constitute a quorum for the transaction of business. However, when there are vacancies on the MAC the quorum shall be reduced to a majority of the number of Members appointed to the MAC with the provision that a quorum shall never be less than three (3) Members. All official acts of the MAC shall require the affirmative vote of the majority of members present, providing that a quorum is maintained at all times.

§5.4 Thirty Minute Rule

If a quorum has not been established within thirty minutes of the noticed starting time for the meeting, the Chair, or Vice Chair, shall declare the meeting cancelled.

§5.5 Matters Not Listed On the Agenda Requiring Committee Action

All items requiring MAC discussion and/or action are required to be posted on the Agenda and in compliance with Article V, Section 5.3 and Article 6, Section 6.4.

§5.6 Time Limits for Speakers

Each member of the public appearing at a MAC meeting shall be limited to three minutes in his or her presentation, unless the Chair, at his or her

Attachment B

discretion, permits further remarks to be made. Any person addressing the MAC may submit written statements, petitions or other documents to complement his or her presentation. Public presentations that have been scheduled prior to the meeting with the MAC Chair shall not be subject to the time limits contained in this section.

§5.7 Impertinence; Disturbance of Meeting

Any person making personal, impertinent or indecorous remarks while addressing the MAC may, at the Chair's discretion, have their testimony immediately terminated and may, at the Chair's discretion, be barred from further appearance before the MAC at that meeting, unless permission to continue is granted by an affirmative majority vote of the MAC. The Chair may order any person removed from the MAC meeting who causes a disturbance or interferes with the conduct of the meeting, and the Chair may direct the meeting room cleared when deemed necessary to maintain order.

§5.8 Access to Public Records Distributed at Meetings

Writings which are public records and which are distributed during a MAC meeting shall be made available for public inspection at the meeting if prepared by the METRO staff or a member of the MAC, or after the meeting if prepared by some other person. In all instances, every effort shall be made to provide all writings in an accessible format. Anyone having difficulties accessing specific documents should contact the METRO Administrative Office for assistance.

Except as provided above, all public records requests for MAC records shall be made to Santa Cruz METRO pursuant to Santa Cruz METRO's policies and procedures for the same.

Article VI AGENDAS AND MEETING NOTICES

§6.1 Agenda Format

The agenda shall specify the location, starting time and anticipated ending time of each meeting. Each matter to be considered by MAC shall contain a brief general description of each item of business to be transacted or discussed at the meeting. The description shall be reasonably calculated to adequately inform the public of the subject matter of each agenda item. The agenda may include recommendations for MAC action as appropriate.

Attachment B

§6.2 Public Communications

Each agenda for a regular meeting shall provide an opportunity for members of the public to address the MAC on matters of interest to the public either before or during the MAC's consideration of the item, if it is listed on the agenda, or, if it is not listed on the agenda but is within the jurisdiction of the MAC, under the agenda item heading "Oral/Written Communications". The MAC shall not act upon an item that is not listed on the agenda. Each notice for a special meeting shall provide an opportunity for members of the public to directly address the MAC concerning any item that has been described in the notice for the meeting before or during consideration of that item.

§6.3 Agenda Preparation

The METRO administrative personnel assigned to the MAC shall prepare the agenda for each meeting. One week prior to the posting date of the MAC Agenda, the MAC Chair will work with the assigned METRO administrative personnel to create a draft MAC Agenda. Prior to finalizing the MAC Agenda, the MAC Chair, or Vice Chair, shall meet with the CEO/General Manager, either in person or by phone, to discuss the draft Agenda and to determine whether or not certain items should be included in the MAC Agenda. Since the CEO/General Manager is responsible for oversight of METRO personnel and budget, the CEO/General Manager will have the final approval on the contents of the MAC Agenda, as it relates to all items requiring METRO staff support and compliance with the MAC Bylaws.

§6.4 Agenda Posting and Delivery

The written agenda for each regular meeting and each meeting continued for more than five calendar days shall be posted by the METRO Staff at least 72 hours before the meeting is scheduled to begin. The written agenda for every special meeting shall be posted by the METRO Staff at least 24 hours before the special meeting is scheduled to begin. The agenda shall be posted in a location that is freely accessible to members of the public. The MAC agenda will also be posted to the METRO website (www.scmttd.com) under the Agency Information tab.

The agenda together with supporting documents shall be transmitted to each MAC member, the CEO/General Manager and the METRO Counsel at least three days before each regular meeting and at least 24 hours before each special meeting.

Attachment B

Article VII MISCELLANEOUS

§7.1 Adoption and Amendment of Bylaws

These Bylaws shall be effective upon approval by the METRO Board of Directors and may be revised and amended only by the METRO Board of Directors. The MAC shall have no authority to amend these Bylaws without approval by the Board of Directors

§7.2 MAC Process

The intent of the MAC is to provide consensus based advice and recommendations regarding all matters that have been referred to it by the METRO Board of Directors. However, when such consensus cannot be reached, the Chair of MAC shall present a report that includes the majority consequences and provides a summary of the comments made by those who have not voted with the majority. If no majority consensus is reached, then the report shall so state the same.

Approved by Board of Directors:

September 26, 2003
Revised for 10/24/03
Revised for 12/19/03
Amended/Adopted 12/19/03
Amended/ Adopted 7/23/04
Amended/Adopted 6/23/06
Amended/Adopted 4/27/07
Amended/Adopted 5/25/07
Amended/Adopted 12/16/11
Revised 01/22/16 – Effective 01/01/16
Amended/Adopted 1/26/18

- THIS PAGE INTENTIONALLY LEFT BLANK -



DATE: May 17, 2019
TO: Board of Directors
FROM: Federico Rocha, Assistant Maintenance Manager and Interim Facilities Maintenance Manager
SUBJECT: AUTHORIZATION OF A LEAD CUSTODIAL SERVICE WORKER POSITION IN THE FACILITIES MAINTENANCE DEPARTMENT

I. RECOMMENDED ACTION

That the Board of Directors approve the authorization of a Lead Custodial Service Worker position in the Facilities Maintenance Department

II. SUMMARY

- The Facilities Maintenance Department provides custodial services seven days a week from 6:00am -12:30am, with only one Custodial Supervisor for all shifts.
- The authorization of the Lead Custodial Service Worker position will improve supervision of our Custodial Service Worker staff and will enable our current employees to promote and gain the necessary experience required as a Lead Custodian Service Worker, to qualify for a Custodial Supervisor position in the future.
- The instability of Custodial personnel has required several temporary custodial workers and with this comes extra training and more supervision needed to complete custodial tasks on a daily basis.
- This Board action only adds an authorized FTE to the Facilities Maintenance Department. There are no additional funded FTE's via this Board action.

III. DISCUSSION/BACKGROUND

The Facilities Maintenance Department provides custodial services seven days a week from 6:00am -12:30am, with only one Custodial Supervisor for all shifts.

The Facilities Maintenance Department currently has a Custodial Service Worker performing some Custodial Supervisor duties in an out-of-class capacity. The authorization of the Lead Custodial Service Worker position will improve supervision of our Custodial Service Worker staff, and will reduce the need for a Custodial Service Worker to be performing out-of-class Custodial Supervisor duties.

The authorization of the Lead Custodial Service Worker position will improve supervision of our Custodial Service Worker staff, and will enable our current employees to promote and gain the necessary experience required as a Lead Custodian Service Worker, to qualify for a Custodial Supervisor position in the future. The instability of Custodial personnel has required several temporary custodial workers and with this comes extra training and more supervision needed to complete custodial tasks on a daily basis. The authorization of the Lead Custodial Service Worker will lessen the impact of new staff on the Custodial Supervisor and help with the overall functioning of the Facilities Maintenance Department custodial duties for the Agency.

IV. FINANCIAL CONSIDERATIONS/IMPACT

Funding for this authorized Lead Custodial Service Worker position will be covered with residual funds during FY19 by the existing Facilities Department budget. This Board action only adds an authorized FTE to the Facilities Maintenance Department. There are no additional funded FTE's via this Board action.

V. ALTERNATIVES CONSIDERED

- Continue without Lead Custodial Worker – Not recommended since there currently is no opportunity at the Agency for a Custodial Service Worker to gain the necessary experience as a Lead Custodial Service Worker, to qualify for a Custodial Supervisor position.

VI. ATTACHMENTS

Attachment A: Lead Custodial Service Worker Job Description

Prepared by: Federico Rocha, Assistant Maintenance Manager and Interim
Facilities Maintenance Manager

VII. APPROVALS

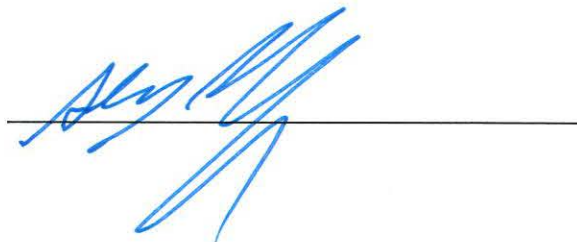
Ciro Aguirre, Chief Operations Officer



Approved as to fiscal impact:
Angela Aitken, CFO



Alex Clifford, CEO/General Manager



- THIS PAGE INTENTIONALLY LEFT BLANK -



Attachment A

Santa Cruz METRO

*Class Code: Class Code
FLSA Status: Pending*

Lead Custodial Service Worker Bargaining Unit: SEA

DEFINITION:

Under general supervision, a Lead Custodial Service Worker performs lead worker as well as janitorial and related tasks at Santa Cruz METRO facilities; ensures that facility interiors and exteriors are clean and orderly; performs minor building maintenance duties; and performs related work as required.

DISTINGUISHING CHARACTERISTICS:

Lead Custodial Service Worker is the advanced-lead level class in the series. An incumbent in this class leads and performs janitorial and routine facility maintenance duties necessary to maintain clean, sanitary, and safe conditions in various Santa Cruz METRO facilities. This class is distinguished from the lower-level class of Custodial Service Worker because an incumbent in the latter class performs journey-level custodial duties and does not have formal lead-worker responsibilities. This class is distinguished from the higher-level class of Custodial Supervisor because an incumbent in the latter class supervises the work of subordinate custodial staff and is also responsible for ensuring the availability of materials, supplies, and equipment.

EXAMPLES OF DUTIES AND RESPONSIBILITIES:

The duties listed below represent the various types of work that may be performed. The omission of specific statements of duties does not exclude them if the work is related or a logical assignment to this class.

- Serves as a lead worker over subordinate Custodial Service Workers by prioritizing, assigning, and monitoring work and providing training as needed; may provide input on performance evaluations.
- Inspects Santa Cruz METRO facilities to ensure compliance with standards of cleanliness and maintenance and verify appropriate health and safety conditions; inspects equipment and tools to ensure proper maintenance and operating condition; documents inspection findings; advises staff of needed corrections.
- Performs routine inspections of heating and ventilating systems; conducts routine troubleshooting and/or repair of fans, motors, and other facility equipment; may perform routine repairs on janitorial equipment, tools, and machinery; may perform minor plumbing, painting, grounds or related facility maintenance.
- Identifies maintenance and repair work requiring the assistance of higher-level staff, and reports the situation to the supervisor in a timely manner.
- Responds quickly to reports of safety, sanitary and fire hazards; ensures immediate hazards are addressed appropriately and that repairs/corrections are scheduled/completed.
- Respond to customer complaints if appropriate or refer to a supervisor.
- Places orders and maintains inventory of cleaning and maintenance supplies.
- Coordinates the preparation of facilities for meetings and events as assigned; leads and participates in special cleaning activities as well as setting up, moving and/or arranging furniture or equipment.



Attachment A

Santa Cruz METRO

- Conducts safety checks by checking for locked doors, temperature readings for heating and air conditioning, and on/off switches for machines.
- Ensures safe usage of chemical cleaning materials in compliance with Santa Cruz METRO policies and procedures and in compliance with Cal-OSHA regulations.
- Performs the duties of a Custodial Service Worker as required.
- Operates standard office equipment including a computer, utilizes computer software in performing job tasks.
- Performs related work as required

EMPLOYMENT STANDARDS:

Knowledge of:

- Principles and practices of employee leadership, including ways to motivate staff and maximize productivity.
- Acceptable standards for the cleaning and routine maintenance of public facilities.
- Applicable laws, regulations, policies, procedures, and general safety practices related to janitorial work.
- Standard and specialized equipment, parts, tools, and supplies required for commercial janitorial work.
- Operation of janitorial equipment such as buffers, carpet cleaners, floor strippers, and other cleaning equipment.
- Commercial cleaning practices, supplies, and equipment.
- Proper use of various cleaning chemicals.
- Basic building and grounds maintenance techniques, including routine, painting, and landscaping activities.
- Basic operation and maintenance of heating and ventilating equipment.
- Standard tools, terminology, and practices used in skilled building trades
- Time management techniques.
- Basic mathematical skills to create proper dilutions of cleaning products.
- The effective use of modern office equipment, personal computers, and applicable standard business software.

Ability to:

- Understand and follow oral and written directions.
- Serve as a lead worker over subordinate staff.
- Lead and perform a wide variety of janitorial and routine facility maintenance duties in an effective and safe manner.
- Perform minor mechanical repairs.
- Oversee the safe operation of janitorial equipment.
- Oversee the safe use of chemical cleaning agents.
- Prepare operational reports.
- Work with moderate independence using good judgment, tact, and discretion.
- Adhere to established work schedules and timelines.
- Maintain a calm demeanor in stressful situations.



Attachment A

Santa Cruz METRO

- Interact effectively and courteously with the public and address customer complaints in a sensitive and tactful manner.
- Use basic mathematical skills including addition, subtraction, multiplication, division, and fractions.
- Utilize standard office equipment and computer software and learn to use specialized Santa Cruz METRO software if assigned.
- Drive a Santa Cruz METRO vehicle to perform assignments as required.
- Communicate clearly and effectively in both oral and written form
- Establish and maintain effective working relationships within the department and with other divisions, departments, agencies, suppliers, vendors, and the public.

MINIMUM QUALIFICATIONS:

Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education, Training and Experience:

Three (3) years of progressively responsible experience performing facility cleaning, maintenance, and minor repair activities, including some experience with basic carpentry, painting, electrical, plumbing, heating, or ventilating repair work.

Previous lead worker experience is desirable.

LICENSES AND CERTIFICATES:

A valid California Driver's License will be required at the time of appointment and throughout employment.

Must be able to obtain and maintain a current, valid California Class "C" Driver's License

PHYSICAL AND MENTAL DEMANDS:

The physical and mental demands described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands

While performing the duties of this job, the employee is often required to reach with hands and arms; walk, stand and sit; use finger dexterity; and talk and hear. Work often requires the repetitive use of both hands to grasp and feel objects. The employee is regularly required to stoop at the waist, kneel, crouch, crawl, and climb. Occasional lifting up to 25 pounds unaided may be required. Specific visual abilities required for this job include close vision, distance vision, the ability to see colors and shades, and the ability to perceive depth.

Mental Demands

While performing the duties of this job, an employee uses written and oral communication skills; reads and interprets data, information, and documents; uses basic mathematical skills; solves routine problems; deals with multiple concurrent tasks; and interacts with others encountered during work.



Attachment A

Santa Cruz METRO

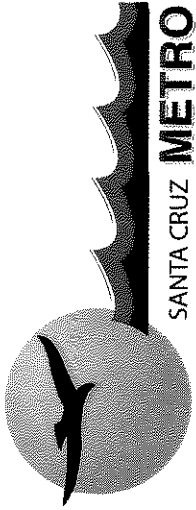
Work Environment:

The employee works in various facilities where there is frequent exposure to moving mechanical parts and is occasional exposure to hot, wet and/or humid conditions, fumes, toxic or caustic chemicals. The noise level is usually moderate. The employee is occasionally exposed to varied weather conditions.

OTHER CONDITIONS OF EMPLOYMENT:

- Must pass requisite background check.
- May occasionally work extended hours or hours outside of regular schedule
- This position requires the use of personal protective equipment (PPE) based on the tasks assigned; safety shoes are required at all times.

*Adopted: 12-11-18
*BOD Approved: 00-00-00
*Revised: 00-00-00
*Job Family: Custodial
*Job Series: Custodial
*Job Series Level: Advanced – Lead
*Confidential: No



THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

CERTIFICATE OF APPRECIATION

TO

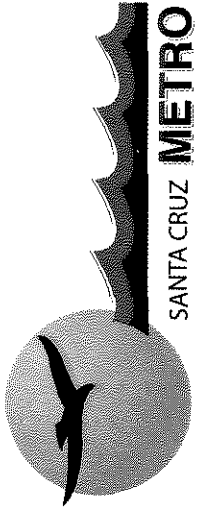
GEORGE C. FELDER
BUS OPERATOR

FOR THE COMPLETION OF 35 YEARS OF SERVICE
BETWEEN 1984 AND 2019

GIVEN THIS 17TH DAY OF MAY 2019

CHAIR, BOARD OF DIRECTORS

CEO / GENERAL MANAGER



THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

CERTIFICATE OF APPRECIATION

TO

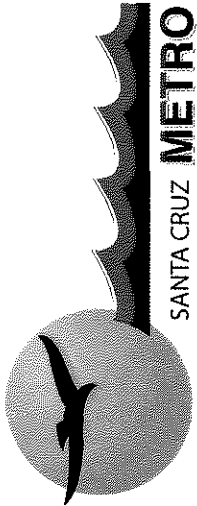
FEDERICO G. ROCHA **MAINTENANCE SUPERINTENDENT**

**FOR THE COMPLETION OF 15 YEARS OF SERVICE
BETWEEN 2004 AND 2019**

GIVEN THIS 17TH DAY OF MAY 2019

CHAIR, BOARD OF DIRECTORS

CEO/GENERAL MANAGER



THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

CERTIFICATE OF APPRECIATION

TO

CATALINO S VASQUEZ

FM MECHANIC II

**FOR THE COMPLETION OF 15 YEARS OF SERVICE
BETWEEN 2004 AND 2019**

GIVEN THIS 17TH DAY OF MAY 2019

CHAIR, BOARD OF DIRECTORS

CEO/GENERAL MANAGER

- THIS PAGE INTENTIONALLY LEFT BLANK -



BEFORE THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Resolution No.
On the Motion of Director:
Duly Seconded by Director:
The Following Resolution is Adopted:

RESOLUTION OF APPRECIATION FOR THE SERVICES OF JUSTINA O’HAGIN AS BUS OPERATOR FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

WHEREAS, the Santa Cruz Metropolitan Transit District (METRO) was formed to provide public transportation to all of the residents of Santa Cruz County, and

WHEREAS, the provision of public transportation service requires a competent, dedicated workforce, and

WHEREAS, METRO, requiring an employee with expertise and dedication, appointed Justina O’Hagin to serve in the position of Bus Operator, and

WHEREAS, served as a member of the Operations Department of METRO for the time period of January 22, 2002 to April 31, 2019, and

WHEREAS, Justina O’Hagin provided METRO with dedicated service and commitment during the time of employment, and

WHEREAS, Justina O’Hagin served METRO with distinction, and

WHEREAS, the service provided to the residents of Santa Cruz County by Justina O’Hagin resulted in reliable, quality public transportation being available in the most difficult of times, and

WHEREAS, during the time of Ms. O’Hagin’s service, METRO improved existing and built new operating facilities, converted the fleet to a CNG propulsion system, developed accessible bus stops, improved ridership, responded to adverse economic conditions, assumed direct operational responsibility for the Highway 17 Express service and the Amtrak Connector service, and assumed direct operational responsibility for the ParaCruz service, and

WHEREAS, the quality of life in Santa Cruz County was improved dramatically as a result of the exemplary service provided by Justina O’Hagin.

NOW, THEREFORE, BE IT RESOLVED, that upon her retirement as Bus Operator, the Board of Directors of METRO does hereby commend her efforts in advancing public transit service in Santa Cruz County and expresses sincere appreciation on behalf of itself, the METRO staff and all of the residents of Santa Cruz County.

BE IT FURTHER RESOLVED, that a copy of this resolution be entered into the official records of the Santa Cruz Metropolitan Transit District.

PASSED AND ADOPTED this 17th Day of May 2019 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

Approved:
Ed Bottorff, Chair

Attest:
Alex Clifford, CEO/General Manager

Approved as to form:
Julie Sherman, General Counsel

VERBAL PRESENTATION ONLY

INTRODUCTION OF NEW FIXED ROUTE AND
PARACRUZ OPERATORS

Anna Marie Gouveia, Operations Manager:
Fixed Route Division

and

Daniel Zaragoza, Operations Manager:
Paratransit Division

- THIS PAGE INTENTIONALLY LEFT BLANK -

VERBAL PRESENTATION ONLY

CEO UPDATE

Alex Clifford, CEO/General Manager

- THIS PAGE INTENTIONALLY LEFT BLANK -



Attachment A

Understanding Other Post-Employment Benefits (OPEB) and our Net OPEB Liability (NOL)

Santa Cruz METRO Board of Directors

May 17, 2019

Angela Aitken, Chief Financial Officer

Background

- Santa Cruz METRO (METRO) provides medical, dental, vision, and life insurance coverage for qualifying retirees also known as other post-employment benefits (OPEB) or “retiree medical.”
- METRO currently funds retiree medical utilizing the “pay-as-you-go” (PAYGO) method, meaning plan contributions are made as benefit payments become due and funds necessary for future liability are *not* accumulated. That is, contributions made are for current retirees only, causing the majority of retiree health benefits liability to be considered unfunded.

Background (con't.)

- Prior to 2009 there were no standards or requirements to measure and report the financial effects of OPEB until the promised benefits were paid. Governmental Accounting Standards Board (GASB) 45 established standards that enabled an agency to assess the projected cost of these benefits and a way to analyze their fiscal impact.
- For the fiscal year ended June 30, 2009 METRO was required to implement GASB 45, and record a liability on it's financial statement. This initial required entry was the difference between what the actuary calculated as the "Annual Required Contribution" and the "PAYGO" (cash) contribution paid for retiree benefits; GASB 45 did not require the Actuarial Accrued Liability (AAL) to be recorded.



Background (con't.)

- GASB 45 required an actuarial valuation every two years, to update the status of the OPEB program and the liability.
 - Note: Although GASB 45 established standards, different methods and assumptions could be used in actuarial valuations that impacted the projected value of the liability; discount rate, inflation factor, projected salary increases, investment rate of return, etc. A slight change to any of the underlying methods or assumptions could produce significant changes to the liability.
- Each year thereafter, until June 30, 2018, GASB 45 guidance was used to measure and update the liability.
- For the fiscal year ended June 30, 2018, METRO was required to implement Governmental Accounting Standards Board (GASB) 75 – which replaced GASB 45. The GASB 75 standard is now consistent with “GASB 68-Accounting and Financial Reporting for Pensions.” The intent of these two standards is to enhance pension-related information by providing greater transparency and to standardize the valuation practices.



Background (con't.)

- GASB 75 requires an annual actuarial valuation now, rather than every two years as required GASB 45.
- GASB 75 does not mandate the prefunding of liabilities, although many public agencies have chosen to prefund.
- The implementation of GASB 75 caused extensive and significant changes to the accounting treatment of and terminology used for financial reporting, along with the required disclosure of specific information.



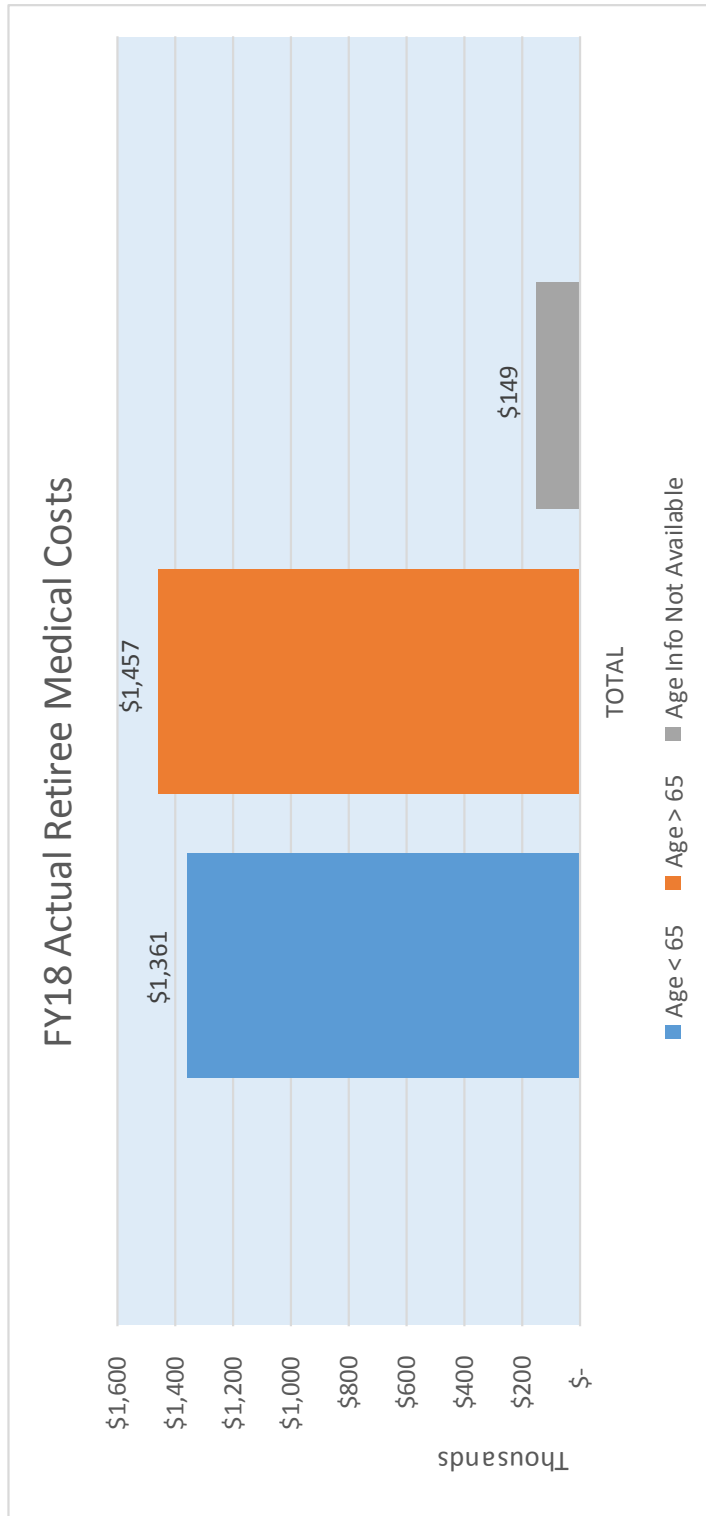
Description of Retiree Benefits

	Management	UTU Paracruz	SEIU	UTU Fixed Route
Benefit type provided	Medical *	Medical *	Medical *	Medical *
Duration of Benefits	Lifetime *	Lifetime *	Lifetime *	Lifetime *
Required Service	5 years	5 years	5 years	5 years
Minimum Age	50	50	50	50
Dependent Coverage	Yes	Yes	Yes	Yes
District Contribution %	100%	100%	95%	95%
Employer Sponsored Plan	Blue Shield HMO	Blue Shield HMO	Blue Shield HMO	Blue Shield HMO
Benefit type provided	Dental, Vision and Basic Life **	Dental, Vision and Basic Life **	Dental, Vision and Basic Life **	Dental, Vision and Basic Life **
Duration of Benefits	Until age 65	Until age 65	Until age 65	Until age 65
Required Service	10 years **	10 years **	10 years **	10 years **
Minimum Age	50	50	50	50
Dependent Coverage	Yes	Yes	Yes	Yes
District Contribution %	100%	100%	100%	100%

* Only medical coverage is continued beyond age 65; at age 65 the medical plan options change and the cost is reduced; Medicare becomes primary, and METRO retiree coverage is supplemental to Medicare
 ** 10 years (20,800 hours) of continuous regular service with METRO at time of separation to receive dental, vision, and basic life; all coverage ends at age 65



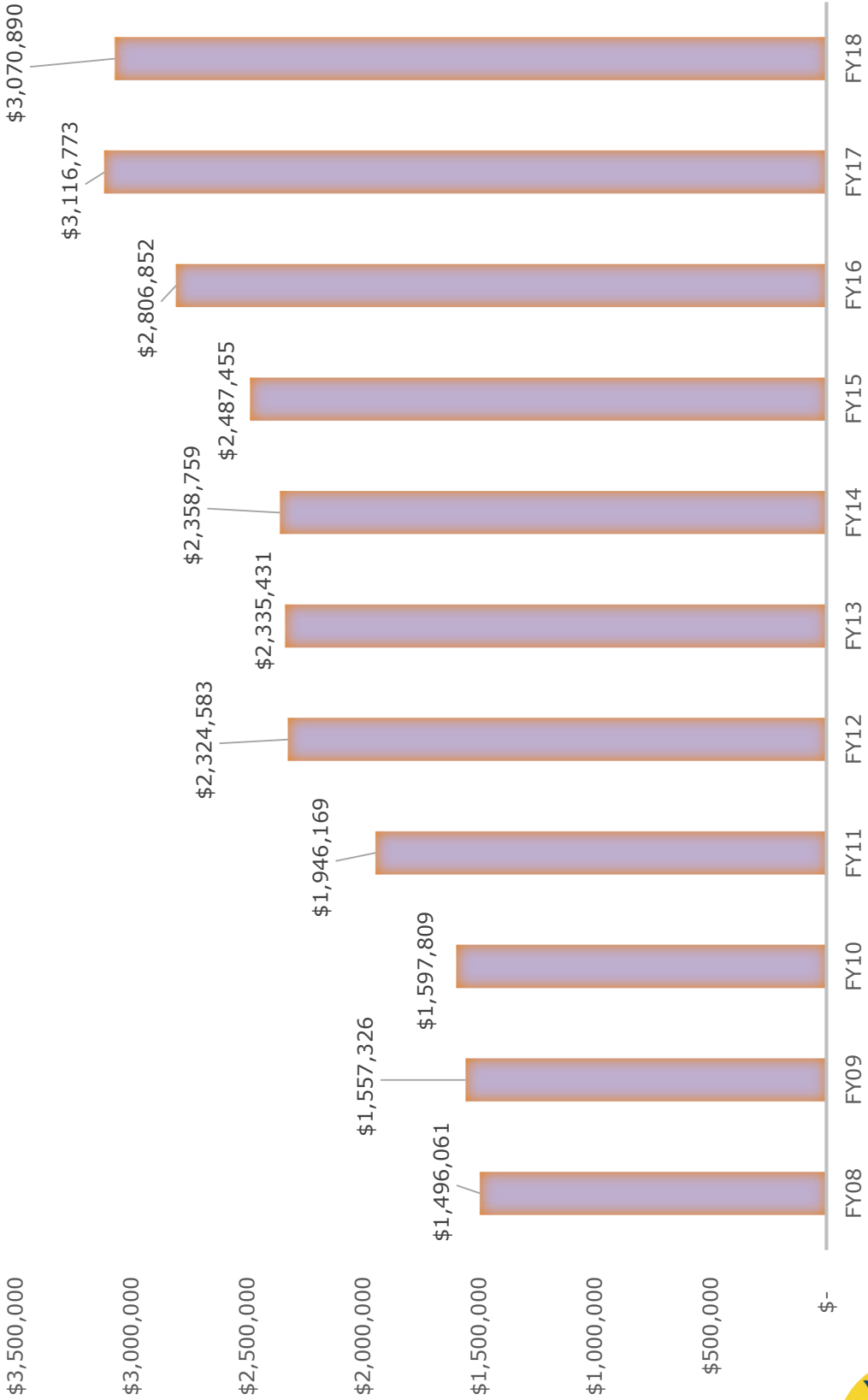
FY18 Retiree Medical Costs (PAYGO) Age <65 and >65 *



* Medical only - does not include dental, vision and life insurance

OPEB Annual Benefit Payments (PAYGO)

FY08 - FY18



GASB 75 Basics

The Gap between funds available and funds needed for retiree benefits at a particular point in time is now referred to as the **Net OPEB Liability (NOL)**

The NOL presented in the financial statements = the difference between:

- o - Total OPEB Liability (TOL) and the
- o - Fiduciary Net Position (Value of Trust Assets)

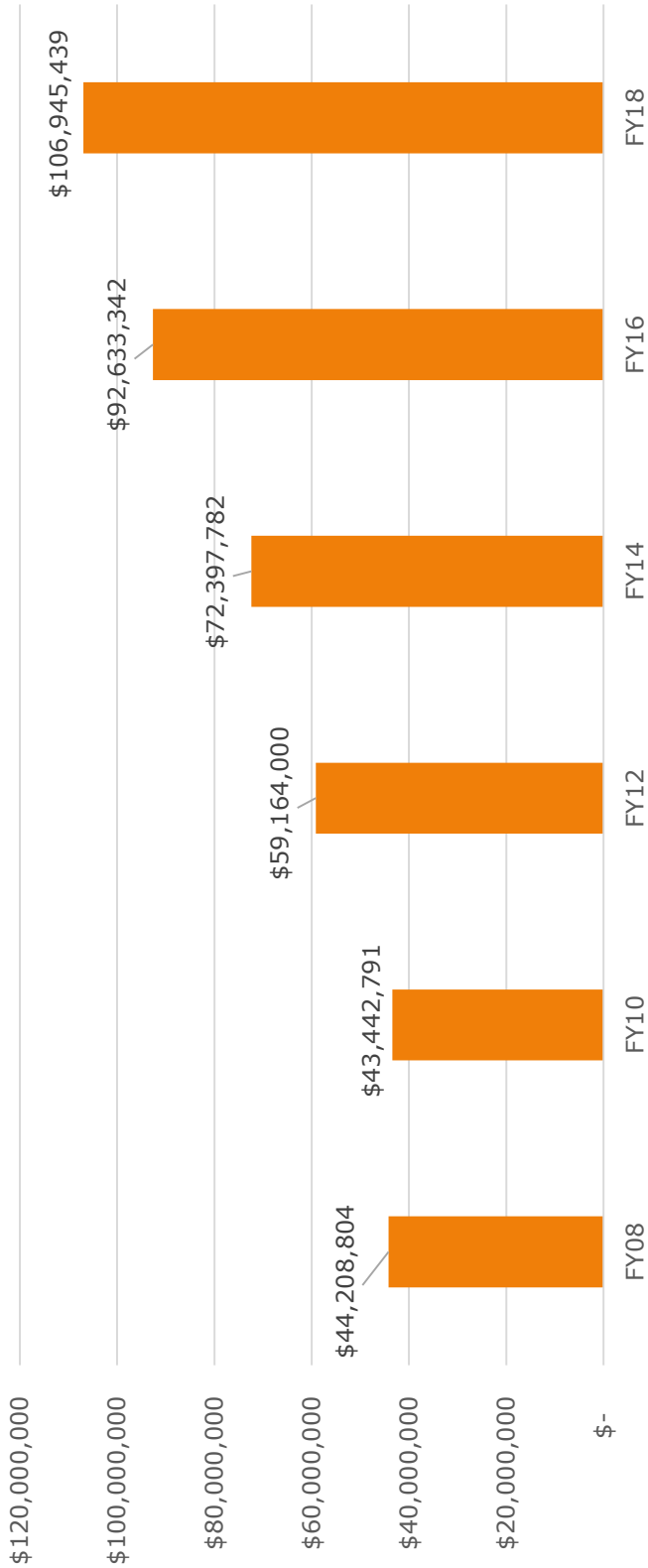
METRO - OPEB Funding Status - 6/30/18		
Total OPEB Liability (TOL)	\$ 106,945,439	A
Fiduciary Net Position (Value of Trust Assets)	\$ -	B
Net OPEB Liability (NOL)	\$ 106,945,439	= A - B

- o METRO has not established a OPEB trust (asset) although that is an option and staff recommendation that would reduce the amount of the liability



Net OPEB Liability (NOL) FY08 – FY18

OPEB Liability



Per GASB 45 – Actuarial Valuations were only required every two years; GASB 75 now requires annual valuations beginning in FY18



How We Got Here

- **No Standards to Measure Fiscal Impact:** Prior to 2009 there were no standards or requirements to measure and report the financial effects of OPEB
- **“Pay-as-you-go or PAYGO” with no pre-funding:** Paying contribution payments for retirees only, as they come due. Funds necessary for future OPEB payments for *current* employees are not being accumulated.
- **GASB 45:** For the fiscal year ended June 30, 2009, METRO implemented GASB 45, and recorded a (partial) liability on its financial statement; GASB 45 did *not* require the entire liability be recorded.
- **GASB 75:** For the fiscal year ended June 30, 2018, GASB 75 replaced GASB 45. GASB 75 now requires the Net OPEB Liability (NOL) (formerly the AAL) be recorded on the financial statements.

What can we do? Options for Consideration

- Establish commitment to fund the OPEB Liability Reserve *
- Revise Reserve Policy to include the desire/commitment to fund the OPEB Liability Reserve
- Review ways to potentially lower OPEB costs:
 - Work with PERS to research changes to the current medical plans offered
 - Negotiate with employees to contribute additional funds towards the monthly premiums
 - Negotiate with employees about terminating the PEMHCA agreement and eliminating retiree medical
- Contract with an OPEB actuarial to assist with the fiscal impact of various funding scenarios (including funding a trust or qualified plan)
- Receive actuarial report and discuss options for setting up a trust or other qualified plan for accumulating assets for future benefit payments; funding a trust allows METRO to utilize a higher assumed rate of return on assets, thus lowering the UAAL
- Setup trust (OPEB Irrevocable Trust) or other qualified plan
- Do nothing (not recommended)

* Funding a reserve demonstrates intention, although it does not count towards reducing the liability; only a qualified trust (asset) reduces the liability.



Recommendations

- Approve the proposed FY20 & FY21 Operating Budget that establishes an annual transfer of \$2M to the (PERS UAL &) OPEB Liability Reserve
- Return with policy decision for revisions to the Reserve Fund Policy documenting the desire/commitment to continue to fund the OPEB Reserve
- Research options to reduce costs (negotiate for changes to the medical benefits, additional employee contributions, or elimination of the PEMHCA agreement)
- Contract with an actuarial to run various financial scenarios; changes to the medical benefits offered, additional employee contributions, fund a trust, etc.
- Review the various scenarios provided by the actuary
- Establish and pre-fund a trust that allows METRO to utilize a higher assumed rate of return on assets, thus lowering the NOL

Glossary

Attachment A

- Fiduciary Net Position – The value of trust assets used to offset the Total OPEB Liability to determine the Net OPEB Liability.
- Government Accounting Standards Board (GASB) – A private, not-for-profit organization which develops generally accepted accounting principles (GAAP) for U.S. state and local governments; like FASB, it is part of the Financial Accounting Foundation (FAF), which funds each organization and selects the members of each board
- Net OPEB Liability (NOL) – The liability to employees for benefits provided through a defined benefit OPEB. Only assets administered through a trust that meet certain criteria may be used to reduce the Total OPEB Liability.
- Other Post-Employment Benefits (OPEB) – Post-employment benefits other than pension benefits, most commonly healthcare benefits but also including life insurance if provided separately from a pension plan
- Pay-As-You-Go (PAYGO) – Contributions to the plan are made at about the same time and in about the same amount as benefit payments and expenses coming due
- PEMHCA – The Public Employees’ Medical and Hospital Care Act, established by the California legislature in 1961, provides community-rated medical benefits to participating public employers. Among its extensive regulations are the requirements that a contracting Agency contribute toward medical insurance premiums for retired annuitants and that a contracting Agency file a resolution, adopted by its governing body, with the CalPERS Board establishing any new contribution.
- Plan Assets – The value of cash and investments considered as ‘belonging’ to the plan and permitted to be used to offset the AAL for valuation purposes. To be considered a plan asset, GASB 75 requires (a) contributions to the OPEB plan be irrevocable, (b) OPEB assets to be dedicated to providing OPEB benefit to plan members in accordance with the benefit terms of the plan, and (c) plan assets be legally protected from creditors, the OPEB plan administrator and the plan members.
- Total OPEB Liability (TOL) – Total dollars required to fund all plan benefits attributable to service rendered as of the valuation date for current plan members and vested prior plan members; a subset of “Actuarial Present Value”

How We Got Here

- **No Standards to Measure Fiscal Impact:** Prior to 2009 there were no standards or requirements to measure and report the financial effects of OPEB
- **“Pay-as-you-go or PAYGO” with no pre-funding:** Paying contribution payments for retirees only, as they come due. Funds necessary for future OPEB payments for *current* employees are not being accumulated.
- **GASB 45:** For the fiscal year ended June 30, 2009, METRO implemented GASB 45, and recorded a (partial) liability on its financial statement; GASB 45 did *not* require the entire liability be recorded.
- **GASB 75:** For the fiscal year ended June 30, 2018, GASB 75 replaced GASB 45. GASB 75 now requires the Net OPEB Liability (NOL) (formerly the AAL) be recorded on the financial statements.

What can we do? Options for Consideration

- Establish commitment to fund the OPEB Liability Reserve *
- Revise Reserve Policy to include the desire/commitment to fund the OPEB Liability Reserve
- Review ways to potentially lower OPEB costs:
 - Work with PERS to research changes to the current medical plans offered
 - Negotiate with employees to contribute additional funds towards the monthly premiums
 - Negotiate with employees about terminating the PEMHCA agreement and eliminating retiree medical
- Contract with an OPEB actuarial to assist with the fiscal impact of various funding scenarios (including funding a trust or qualified plan)
- Receive actuarial report and discuss options for setting up a trust or other qualified plan for accumulating assets for future benefit payments; funding a trust allows METRO to utilize a higher assumed rate of return on assets, thus lowering the UAAL
- Setup trust (OPEB Irrevocable Trust) or other qualified plan
- Do nothing (not recommended)

* Funding a reserve demonstrates intention, although it does not count towards reducing the liability; only a qualified trust (asset) reduces the liability.



Recommendations

- Approve the proposed FY20 & FY21 Operating Budget that establishes an annual transfer of \$2M to the (PERS UAL &) OPEB Liability Reserve
- Return with policy decision for revisions to the Reserve Fund Policy documenting the desire/commitment to continue to fund the OPEB Reserve
- Research options to reduce costs (negotiate for changes to the medical benefits, additional employee contributions, or elimination of the PEMHCA agreement)
- Contract with an actuarial to run various financial scenarios; changes to the medical benefits offered, additional employee contributions, fund a trust, etc.
- Review the various scenarios provided by the actuary
- Establish and pre-fund a trust that allows METRO to utilize a higher assumed rate of return on assets, thus lowering the NOL

Glossary

Attachment A

- Fiduciary Net Position – The value of trust assets used to offset the Total OPEB Liability to determine the Net OPEB Liability.
- Government Accounting Standards Board (GASB) – A private, not-for-profit organization which develops generally accepted accounting principles (GAAP) for U.S. state and local governments; like FASB, it is part of the Financial Accounting Foundation (FAF), which funds each organization and selects the members of each board
- Net OPEB Liability (NOL) – The liability to employees for benefits provided through a defined benefit OPEB. Only assets administered through a trust that meet certain criteria may be used to reduce the Total OPEB Liability.
- Other Post-Employment Benefits (OPEB) – Post-employment benefits other than pension benefits, most commonly healthcare benefits but also including life insurance if provided separately from a pension plan
- Pay-As-You-Go (PAYGO) – Contributions to the plan are made at about the same time and in about the same amount as benefit payments and expenses coming due
- PEMHCA – The Public Employees’ Medical and Hospital Care Act, established by the California legislature in 1961, provides community-rated medical benefits to participating public employers. Among its extensive regulations are the requirements that a contracting Agency contribute toward medical insurance premiums for retired annuitants and that a contracting Agency file a resolution, adopted by its governing body, with the CalPERS Board establishing any new contribution.
- Plan Assets – The value of cash and investments considered as ‘belonging’ to the plan and permitted to be used to offset the AAL for valuation purposes. To be considered a plan asset, GASB 75 requires (a) contributions to the OPEB plan be irrevocable, (b) OPEB assets to be dedicated to providing OPEB benefit to plan members in accordance with the benefit terms of the plan, and (c) plan assets be legally protected from creditors, the OPEB plan administrator and the plan members.
- Total OPEB Liability (TOL) – Total dollars required to fund all plan benefits attributable to service rendered as of the valuation date for current plan members and vested prior plan members; a subset of “Actuarial Present Value”

Questions

- THIS PAGE INTENTIONALLY LEFT BLANK -



Understanding CalPERS and our Unfunded Accrued Liability (UAL)

Santa Cruz METRO Board of Directors

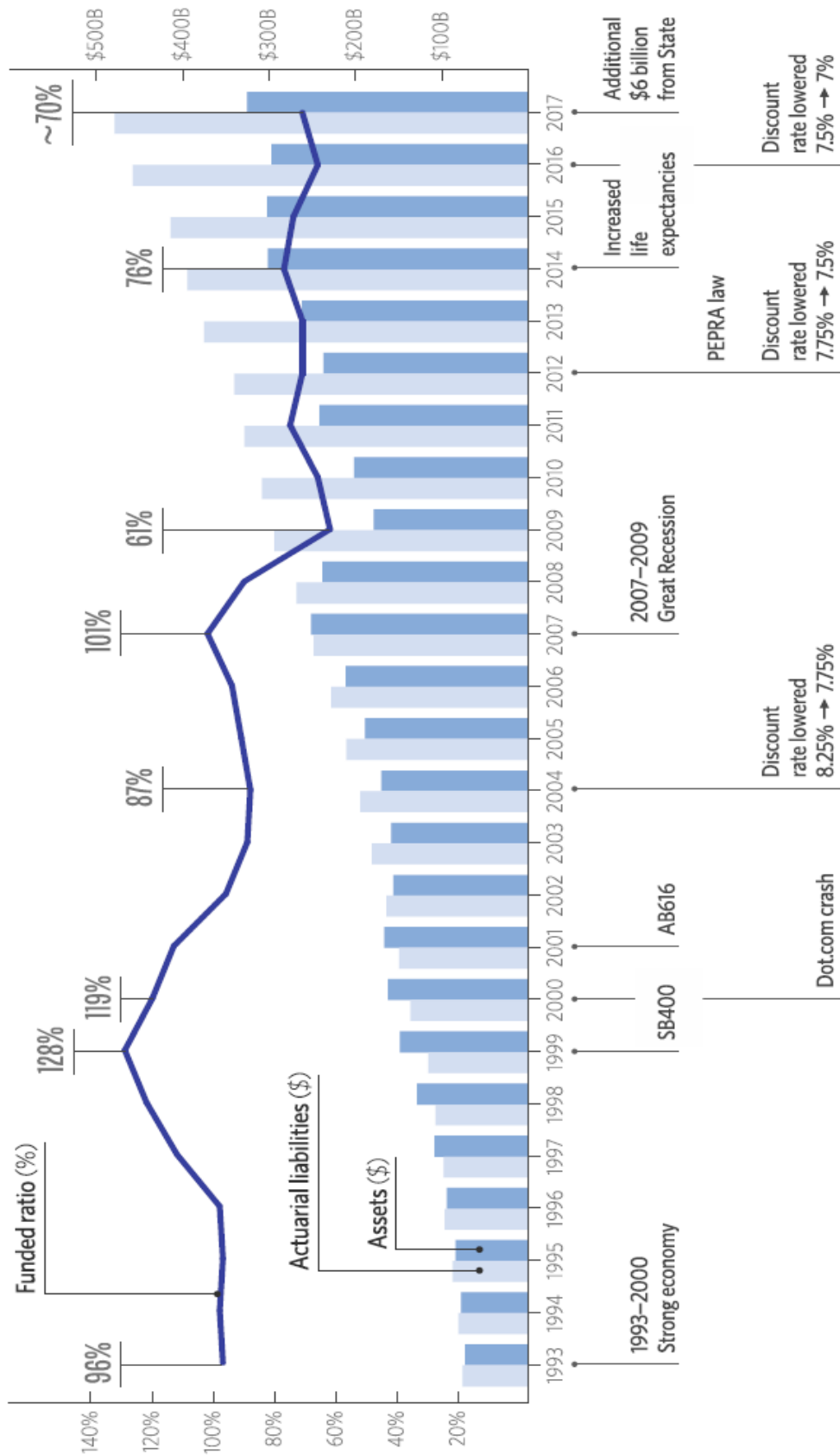
May 17, 2019

Angela Aitken, Chief Financial Officer

Background

- CalPERS is the largest public pension fund in the nation: approximately 3,000 employers representing more than 1.9 million members.
- CalPERS is an independent agency with sole responsibility to administer retirement funds of contracting agencies.
- CalPERS is responsible for:
 - Collecting both employee and employer contributions;
 - Placing them in a pension trust;
 - Managing the investments of the funds;
 - Distributing the funds to employees after retirement.
- **Main Objective is to accumulate sufficient assets to pay benefits over the remainder of employee's lifetime.**
- The Gap between funds available and funds needed for retiree benefits at a particular point in time is referred to as **Unfunded Accrued Liability (UAL).**

Historical Factors Impacting CalPERS Funding Status



How We Got Here

- **Investment Losses**: multiple years of returns coming in significantly under discount rate
- **CalPERS Contribution Policy**: slow recognition of investment losses; rolling 30 year amortization and asset smoothing
- **Enhanced Benefits Formulas**: in 2001 the Governor signed SB400 into law, reducing the age at which many State employees were eligible to retire; additionally SB400 provided retroactive increases in the formula used to calculate retirement benefits.
- **Demographics**: more retirees (Baby Boomers); declining active population; longer life spans

Recent Developments to Strengthen the CaIPERS Fund

Lower Discount Rate
(over three years)


7.5%  7% =

Significant increases passed on to CaIPERS Employers

New Asset Allocation
(effective July 1, 2018)

50% Global Equity
28% Fixed Income
13% Real Estate
8% Private Equity
1% Liquidity

Shorter Amortization
(taking effect in 2019 : will speed up the rate of UAL payments)

30 yrs.  20yrs. =

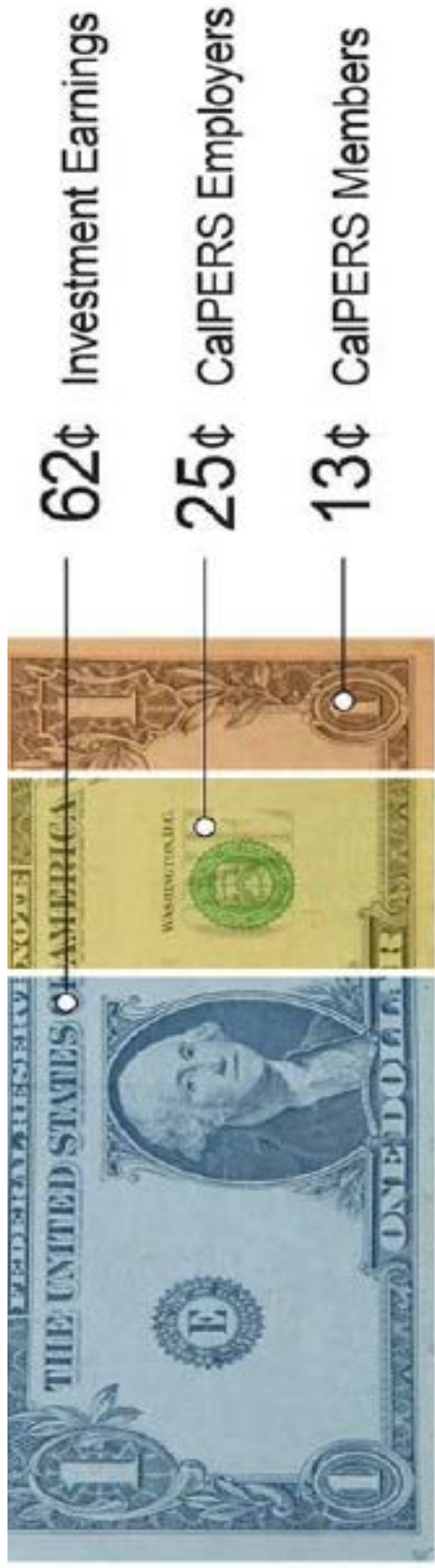
Significant long-term savings and Substantially Higher Annual Payments



Our Shared Funding Responsibility

Changes in assumptions and policies affect employers since **they retain final responsibility for funding the pension plan.**

Every dollar paid to CalPERS retirees comes from three sources:



Employer Contributions:

Santa Cruz METRO
as of 12/31/2018

**Normal Cost
in FY19**
(9.2% of Payroll)

**UAL
Amortization
Payment in
FY19**
(\$3,610,190)



- **\$1,669,928**: Projected Normal Cost FY19

- **\$300,849**: Monthly Employer Dollar UAL Payment
- **7.375%** Discount Rate

\$5,288,116 = **\$1,669,928** + **\$3,610,190**
FY19 Projected Total

\$5,639,195:
FY19 Budget



Employer Contributions:
Santa Cruz METRO : Projections FY20 – FY25
 (as per CalPERS Actuarial Valuation Report as of June 30, 2017)

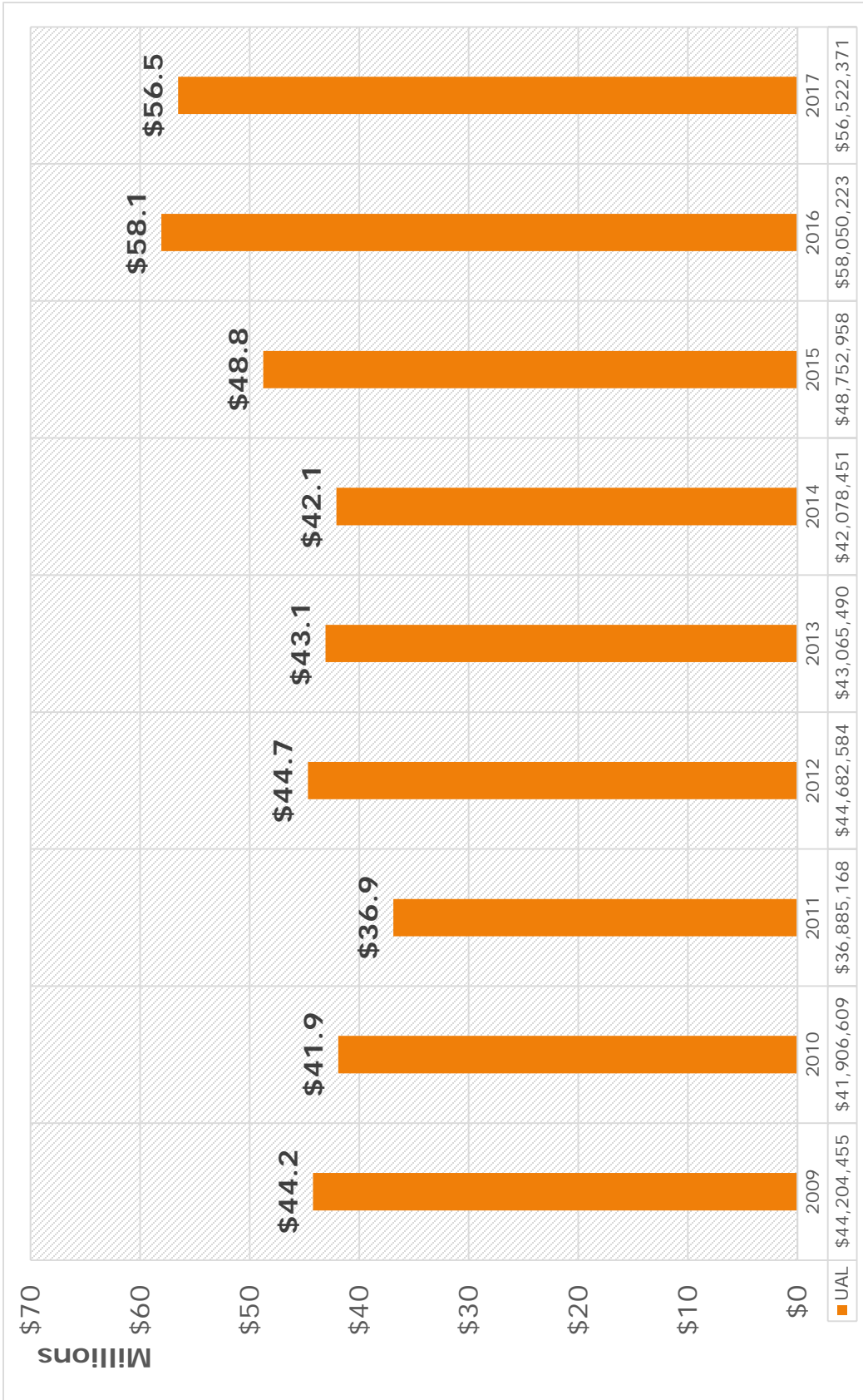
	Projected Future Employer Contributions (Assumes 7.25% Return for Fiscal FY18)*					
	Required Contribution					
Fiscal Year	FY20	FY21	FY22	FY23	FY24	FY25
Normal Cost (% of Payroll)	9.4%	10.1%	10.1%	10.1%	10.1%	10.1%
UAL Payment	\$4,188,846	\$4,578,000	\$5,033,000	\$5,408,000	\$5,634,000	\$5,903,000
Projected Payroll	\$20,212,312	\$20,717,711	\$21,287,448	\$21,872,852	\$22,474,356	\$23,092,401
Total as a % of Payroll	30.2%	32.2%	33.8%	34.9%	35.2%	35.7%
Total Contribution (Illustrative only based on projected payroll)	\$6,104,118	\$6,671,103	\$7,195,157	\$7,633,625	\$7,910,973	\$8,243,987

*The Preliminary Rate of Return for FY18 is 8.6%.



Attachment B

UAL – Pension Liability : History



14B.9



Strategies and Options to Consider to pay down UAL
(as per CalPERS Actuarial Valuation Report as of June 30, 2017)

1: Prepay the UAL Portion of the Employer for the Year: must be received in full no later than July 31

2: Additional Discretionary Payments (ADPs) towards paying down UAL

3: Fresh Start (Full or Partial) Paying down UAL

Strategies and Options to Consider to pay down UAL
(as per CalPERS Actuarial Valuation Report as of June 30, 2017)

1: Prepay the UAL Portion of the Employer for the Year: FY20
Must be received in full no later than July 31

Required Employer Contribution:

Employer Normal Cost Rate:

9.439%

Plus, Either

1) Monthly Employer Dollar UAL Payment: \$349,071

Or

2) Annual UAL Prepayment Option: \$4,044,788

Savings for the Year = \$144,064* - METRO will prepay the
Annual UAL Portion in 2019

*\$349,071 x 12 = \$4,188,852;

\$4,188,852 - \$4,044,788 = \$144,064



Strategies and Options to Consider to pay down UAL
(as per CalPERS Actuarial Valuation Report as of June 30, 2017)

2: Additional Discretionary Payments (ADPs)

- ✓ Payments can be made at a dedicated amount
- ✓ Allows for budgeting flexibility
- ✓ Can dedicate one – time funding or new revenue
- ✓ Any additional payment made to principal reduces the amount of interest paid in the future

\$1M paid today reduces the amount of interest paid by **\$1.6M**

\$1M paid every year for the next five years = **\$6.8M** of saved interest payments

14B.12



Strategies and Options to Consider to pay down UAL (as per CalPERS Actuarial Valuation Report as of June 30, 2017)

3: Fresh Start (Full or Partial) UAL Amortization

Fresh Start (Full)

- ✓ Must pay off bases faster than existing amortization schedule
- ✓ Create new minimum payment
- ✓ Significant long-term savings

Fresh Start (Partial/Soft)

- ✓ ADPs each year
- ✓ Achieve similar long-term savings

- ✓ **Irrevocable**
- ✓ No Irrevocable election

20 Year Amortization = \$12.7M Estimated Savings

15 Year Amortization = \$32.0M Estimated Savings



Questions

14B.14





DATE: May 17, 2019
TO: Board of Directors
FROM: Angela Aitken, Chief Financial Officer
SUBJECT: **CONSIDERATION OF SANTA CRUZ METRO'S FY20 AND FY21 OPERATING BUDGET, FY20 CAPITAL BUDGET, AND A RESOLUTION SETTING A PUBLIC HEARING ON JUNE 28, 2019**

I. RECOMMENDED ACTION

That the Board of Directors adopt a resolution setting a public hearing on June 28, 2019 to commence at the Santa Cruz City Council Chambers at 9:00 am, or as soon as thereafter the matter can be heard, for final adoption of the Final FY20 and FY21 Operating Budgets, and FY20 Capital Budget.

II. SUMMARY

- The FY20 and FY21 Operating Budget, and FY20 Capital Budget are presented this month for Board and public review. A public hearing will be scheduled for 9:00 am or as soon thereafter as possible, June 28, 2019 in the Santa Cruz City Council Chambers.
- The 5 – Year Budget Plan for Santa Cruz Metropolitan Transit District (METRO) is presented in Attachment B. It depicts the proposed two – year FY20 and FY21 Operating Budget and Budget Forecasts for FY22 to FY24.
- The proposed two-year FY20 and FY21 Operating Expenses – Attachment C total \$51,524,634 in FY20 and \$52,653,199 in FY21. In addition, METRO will be transferring \$5.2M in FY20 and \$5.5M in FY21 to the Capital Budget and Operating and Capital Reserve Fund for a total budget of \$56,676,678 in FY20 and \$58,138,621 in FY21. This is a draft budget, which reflects the latest data regarding revenues and expenses. The final two-year budget will be presented to the Board of Directors on June 28, 2019.
- On June 22, 2018, the Board adopted the FY19 and FY20 Final Operating Budgets. METRO produces a 2-year rolling budget. This budget revises the June 2018 FY20 Budget and presents a new FY21 Operating Budget.
- A Budget Workshop with the Unions was held on May 6, 2019 to answer questions about the two-year FY20 and FY21 Operating Budget and the FY20 Capital Budget and to obtain input from our union partners.
- The Authorized and Funded Personnel lists are presented in Attachment D.
- The FY20 Capital Budget – Attachment E totals \$21,386,731.

- The year over year budget growth of approximately \$1.7M in expenses is detailed below in Section B.
- The Unfunded Capital Projects list, as of 4-29-2019, presented in Attachment F, totals approximately \$209M over the next ten years to get METRO to a State of Good Repair.
- Staff recommends that the Board of Directors receive input on the FY20 and FY21 Operating Budgets and FY20 Capital Budget and provide additional direction to staff as necessary regarding the contents of the Operating and Capital Budgets, for final adoption on June 28, 2019.
- A **Resolution (Attachment G)** was prepared to reflect the above recommendation, and the Board is asked to adopt the resolution to set the public hearing.

III. DISCUSSION/BACKGROUND

The Board of Directors must adopt the FY20 Final and FY21 Final Operating Budgets and FY20 Capital Budget by June 30, 2019. The FY20 and FY21 Operating Budgets and the FY20 Capital Budget are presented this month for Board and public review. A public hearing will be scheduled for 9:00 am or as soon thereafter as possible, June 28, 2019 in the Santa Cruz City Council Chambers.

On June 22, 2018, the Board adopted the FY19 and FY20 Final Operating Budgets. METRO produces a 2-year rolling budget. This budget revises the June 2018 FY20 Budget and presents a new FY21 Operating Budget.

A Budget Workshop with the Unions was held on May 6, 2019 to answer questions about the two-year FY20 and FY21 Operating Budgets and the FY20 Capital Budget and to obtain input from our union partners.

A. Operating Revenues

Operating Revenues total \$56,676,678 in FY20 and \$58,138,621 in FY21 (inclusive of Transfers). Major Operating Revenue assumptions in the FY20 budget over the FY19 Final budget, adopted in June 2018, include:

- Passenger Fares – increase of 0.6% or \$16K. The budget projection is based on an estimated FY19 passenger fares revenue of \$2.6M and an anticipated 2% decrease in FY20. The anticipated 2% decrease correlates to the national trend of decreasing public transit ridership. In addition, local ridership data from July 2018 to March 2019, suggest a decrease of 4.8% in non-student ridership.
- Special Transit Fares – increase of 0.3% or \$17K due to anticipated increase in student enrollment and ridership for fixed routes that serve UCSC. The anticipated increase is offset by a reduction in the Cabrillo

Contract (\$200K), contributing to the moderate increase in Special Transit Fares.

- Highway 17 Fares – increase of 0.8% or \$12K. The budget projection is based on an estimated FY19 Highway 17 fares revenue of \$1.5M and an anticipated 3% decrease in FY20, reflecting the national trend of decreasing public transit ridership.
- Advertising Income – increase of 10.0% or \$25K reflecting recent trends.
- Rent Income – increase of 22.1% or \$33K due to two new tenants at Pacific Station: Local Jerk and El Huarache
- Interest Income – increase of 11.1% or \$10K due to higher interest rates for the last three years.
- 1979 Gross Sales Tax (1/2 cent) – increase of 4.0% or \$870K due to anticipated favorable FY19 budget variance for the year and the general economic outlook for 2019 and 2020.
- 2016 Net Sales Tax (Measure D) – increase of 4.0% or \$129K. The projected increase mirrors the anticipated increase in the 1979 Gross Sales Tax (1/2 cent).
- Transportation Development Act (TDA-LTF) - increase of 6.5% or \$457K, as per recent allocations, as well as CPI growth projections.
- FTA Sec 5307 – Operating Assistance - increase of 0.7% or \$29K, as per current budget projections from the Federal Transit Administration (FTA).
- AMBAG/Misc. Grant Funding – increase of 754.2% or \$181K due to an operating grant from Monterey Bay Air Resources District (MBARD) for operation of the Watsonville Circulator.
- STIC – increase of 8.0% or \$195K due to changes in the allocation formula.
- TDA – STA – Operating (includes SB1) – increase of 28.0% or \$990K, reflecting increased allocation estimates from SCO from January 2019.
- Fuel Tax Credit – decrease of -10.8% or (\$38K) due to planned bus replacements resulting in decreased CNG usage.

Increases in most Operating Revenue Sources are budgeted in FY21, such as:

- 1979 Gross Sales Tax (1/2 cent) – increase of 4.0%.
- 2016 Net Sales Tax (Measure D) – increase of 4.0%.
- Transportation Development Act (TDA) - increase of 3.0%.
- FTA Sec 5307 – Operating Assistance - increase of 5.0% (New Surface Transportation Act in 2020).

- STIC – increase of 5.0% (New Surface Transportation Act in 2020)
- TDA - STA – Operating (includes SB1) – increase of 0.9% due to declining allocations of PUC 99313 funds to METRO (80% in FY20) as per agreement with RTC at their 12/7/17 meeting.

B. Operating Expenses

Operating Expenses total \$51,524,634 in FY20 and \$52,653,199 in FY21. Major Operating Expenses assumptions in the FY20 budget over the FY19 Final budget, adopted in June 2018, include:

- Personnel Expenses (Labor and Fringe Benefits) increased by 4.9% or \$1,965K.
- Non-Personnel Expenses decreased by -3.0% or (\$292K).

Personnel Expenses:

Personnel Expenses (Labor and Fringe Benefits) increase by 4.9% or \$1,965K primarily due to:

- Contractual obligations (step and longevity increases).
- Increase in CalPERS retirement employer contribution from 26.8% in FY19 to 30.2% in FY20, as per CalPERS actuarial information. The increase is offset by budget savings of \$144K due to the prepayment of the annual UAL (Unfunded Accrued Liability) portion.
- Changes in the number of FTEs (Full Time Equivalents) are depicted in the table below:

FTEs	Funded FY19 June 2018	Funded FY20 May 2019
Customer Service Representative (CSR)*	0.5	1
Customer Service Representative (CSR)*	0.5	1
Financial Analyst*	0.5	1
FM Mechanic II*	0.5	1
Bus Operator* (Expansion)	0.5	0
Bus Operator (Watsonville Circulator)	0	1

Bus Operators (2 FTEs – Cabrillo Service)	2	0
Marketing Communications and Customer Service Manager*	0.5	1
Planning Aide (Provisional)	0	1
Admin Specialist (Provisional)	0	0.25
Assistant Safety & Training Coordinator	0	1
Assistant Operations Manager	0	1
Assistant (Paratransit) Operations Manager	1	0
Facilities Maintenance Manager	0	1
Assistant Maintenance Manager (<i>remains Authorized</i>)	1	0
Lead Custodian Service Worker	0	1
Custodial Service Worker (<i>remains Authorized</i>)	1	0
<i>Notes: * FTEs funded for 6 months in FY19</i>		

- In addition, a Paratransit Supervisor (Paratransit Department) and an Electronic Technician (Fleet Maintenance) are added as authorized positions in FY20 & FY21. A complete list of all authorized and funded positions is provided in Attachment D. (New titles for some SEIU positions are contingent upon Board approval of the Final SEIU Job Descriptions in May 2019)
- Budgeted increase in the medical insurance premiums for 2020: 5% (based on the average increase in the two main HMO plans for the last 5 years).

Non – Personnel Expenses

Non-Personnel Expenses decrease by -3.0% or (\$292K) primarily due to:

- Mobile Materials & Supplies – decrease of -20.2% or (\$674K) due to significant budget savings in the Fuel & Lubricants Rev Vehicle and Parts in the Fleet Maintenance Department.

The decrease is offset by budget increases in the following categories:

- Services – increase of 4.5% or \$167K. Major contributors are:
 - Admin/Bank Fees: 9.8% or \$37K (cost escalators)
 - Security Services: 6.3% or \$33K (new contract value)
 - Graphic Services: 100.0% or \$50K (new marketing programs)

- Repair Equipment: 4.0% or \$27K due to anticipated increases in repairs in the Fleet and Facilities Maintenance Departments
- Repair – Rev Vehicle: 24.8% or \$100K due to aging fleet
- Casualty & Liability – increase of 23.2% or \$174K primarily due to 33.4% or \$170K increase in Insurance PL/PD (increased insurance premiums).

Major Operating Expense assumptions in the FY21 budget over the FY20 budget include:

Personnel Expenses (Labor and Fringe Benefits) increase by 3.5%

- Contractual items - step and longevity increases.
- Projected increase in Retirement as per CalPERS Annual Valuation Reports.
- Anticipated increase in Medical insurance premiums, effective in January 2021.

Non-Personnel Expenses decrease by -3.5% primarily due to Services (Prof/Technical Fees).

C. Transfers & Operating Balance

Transfers total \$5,152,044 in FY20 and \$5,485,422 in FY21. Assumptions in the FY20 budget over the FY19 Final budget, adopted in June 2018, include:

- **Transfers to Capital Budget** increase by 1.7% or \$40K. The increase is consistent with the goal to honor our commitment to the Capital Budget, in funding the Bus Replacement Fund, and maintain assets in a state of good repair by committing \$3.0M each year (\$2.4M from the Measure D and TDA-STA transfer from Operating and \$0.6 M from the TDA-STA-SGR that goes directly to the Capital Budget).
- **Transfers to Operating and Capital Reserve Fund** increase by 97.8% or \$1,376K primarily due to the transfer of excess operating funds to a newly established reserve fund dedicated to the funding of additional payments to Santa Cruz METRO's Unfunded CalPERS Liability (UAL) and Other Post-Employment Benefits (OPEB), pending Board approval.

There are no significant variances in the budgeted Transfers & Operating Balance in FY21, with the exception of the Transfers to Operating and Capital Reserve Fund: 9.7% increase due to availability of funds resulting from operating efficiencies and budget savings in FY21.

D. Capital Budget

The preliminary FY20 Capital Budget as shown in Attachment E totals \$21,386,731.

The current FY20 Capital budget consists primarily of ongoing projects rolled forward from FY19, funded by a variety of sources that are further detailed on Attachment E

In FY18, a new capital budget funding strategy was adopted by the Board that results in \$3M per year being dedicated to the annual capital budget. This new strategy created the “Bus Replacement Fund” and establishes consistent annual transfers of STA-SB1 funds and Measure D funds to the capital budget that are needed to provide funding and stability for the required local match for obsolete fixed-route buses and Paratransit vehicles. Annual unspent Measure D and STA-SGR funds will ‘accumulate’ in the Bus Replacement Fund until they are allocated to specific projects and spent on new replacement buses and vans.

The following amounts are dedicated to the Bus Replacement Fund in FY20:

- (2016 Net Sales Tax) – Measure D - \$1,908,712 (transfer from Operating budget)
- STA-SB1 - \$460,065 (transfer from Operating budget)
- STA-SGR - \$631,223 (goes directly to the capital budget)
- Total = \$3,000,000

Noteworthy ongoing capital project activity (> \$100K) this fiscal year includes:

- Ongoing - Pacific Station Conceptual Design Project – Based on a recommendation from the Capital Projects Standing Committee on April 19, 2019 the full Board directed the CEO/General Manager on April 26, 2019 to initiate formal negotiations with the City of Santa Cruz on a possible Pacific Station redevelopment partnership.
- New – Financial Management Software – The current financial system was purchased in the late 1990’s, more than 20 years ago, and only stores two years of financial information. A Fixed Assets, Purchasing, and Budgeting module would likely be incorporated into the new financial software system for a more efficient and integrated system. The \$800K budgeted includes \$50K for consulting.
- Ongoing – Facilities Upgrades and Improvements
 - Fuel Management System – a combination of hardware and software providing reliable and accurate, real-time control and data acquisition for vehicles, employees, fuel/fluids and tank monitor systems. The controller can then use this data to generate dozens of useful reports and/or automatically pass it along to a VMS system in real-time or at specified times of the day. The fuel system will be used to track vehicle mileage,

- monitor fuel and fluid usage, schedule preventive maintenance and reconcile fluids, etc.
- Bus Stop Improvements – refurbish approximately 60 used bus stops acquired from VTA
- Gate Control at JKS – Security gates and gate controller are needed for the upper and lower entries to the bus yard at JKS
- Ongoing – Vehicle Replacement Projects – METRO has been awarded grants from a variety of Federal and State and local agencies to replace aging revenue and non-revenue (service) vehicles including:
 - Electric Buses (7) + Infrastructure and Project Management
 - CNG Bus Replacements (6)
 - Non-Revenue (Service) Vehicles (2)
 - Six of the seven electric bus replacements are in alignment with METRO’s strategy to begin replacing its fossil-fueled bus fleet with all-electric buses.
 - The one additional electric bus will be assigned/dedicated to the Watsonville service area.
 - The CNG buses will assist in the replacement of obsolete vehicles.
 - The Non-Revenue (Service) Vehicles – are replacement Custodial Support vehicles.
- Ongoing – Mid-Life Bus Engine Overhauls Campaign – Mid-life overhaul increases bus reliability and reduces maintenance cost during years 7 to 12, usually enabling an additional two years of lower maintenance cost operation through 14 years. Meets the FTA State of Good Repair (SGR) requirements and yields partial savings in the operating fund in Fleet Maintenance.
- Ongoing – Bus Repaint Campaign - Bus exterior paint deteriorates through bus washing and sun UV fading. Repainting provides a protective seal for body seams, a good public image and enables ease of cleaning.

IV. FINANCIAL CONSIDERATIONS/IMPACT

The proposed two-year FY20 and FY21 Operating Expenses – Attachment C total \$51,524,634 in FY20 and \$52,653,199 in FY21. In addition, METRO will be transferring \$5.2M in FY20 and \$5.5M in FY21 to the Capital Budget and Operating and Capital Reserve Fund for a total budget of \$56,676,678 in FY20 and \$58,138,621 in FY21. This is a draft budget, which reflects the latest data regarding revenues and expenses. The final two-year budget will be presented to the Board of Directors on June 28, 2019.

The FY20 Capital Budget – Attachment E totals \$21,386,731. This amount includes capital-funded projects rolled over from the prior year that have yet to be completed.

V. ALTERNATIVES CONSIDERED

- There are no recommended alternatives at this time. Staff recommends that the Board or Directors take input on the FY20 and FY21 Operating Budgets and FY20 Capital Budget and provide additional direction to staff as necessary regarding the contents of the Operating and Capital Budgets.

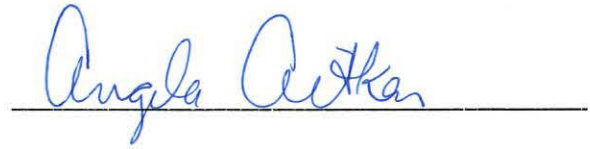
VI. ATTACHMENTS

Attachment A:	Presentation on FY20 & FY21 Operating Budgets and FY20 Capital Budget
Attachment B:	5 – Year Budget Plan
Attachment C:	FY20 and FY21 Operating Budgets
Attachment D:	Authorized and Funded Personnel
Attachment E:	FY20 Capital Budget
Attachment F:	Unfunded Capital Projects as of 4-29-2019
Attachment G:	Resolution to Set a Public Hearing

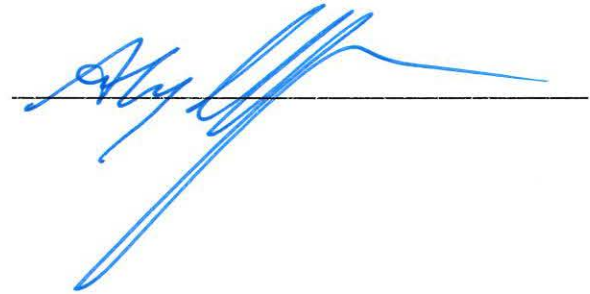
Prepared by: Kristina Mihaylova, Sr. Financial Analyst

VII. APPROVALS

Approved as to fiscal impact:
Angela Aitken, Chief Financial Officer



Alex Clifford, CEO/General Manager





FY20 & FY21 Operating Budget and FY20 Capital Budget

Board of Directors

May 17, 2019

Angela Aitken, Chief Financial Officer

Overview of Today's Presentation

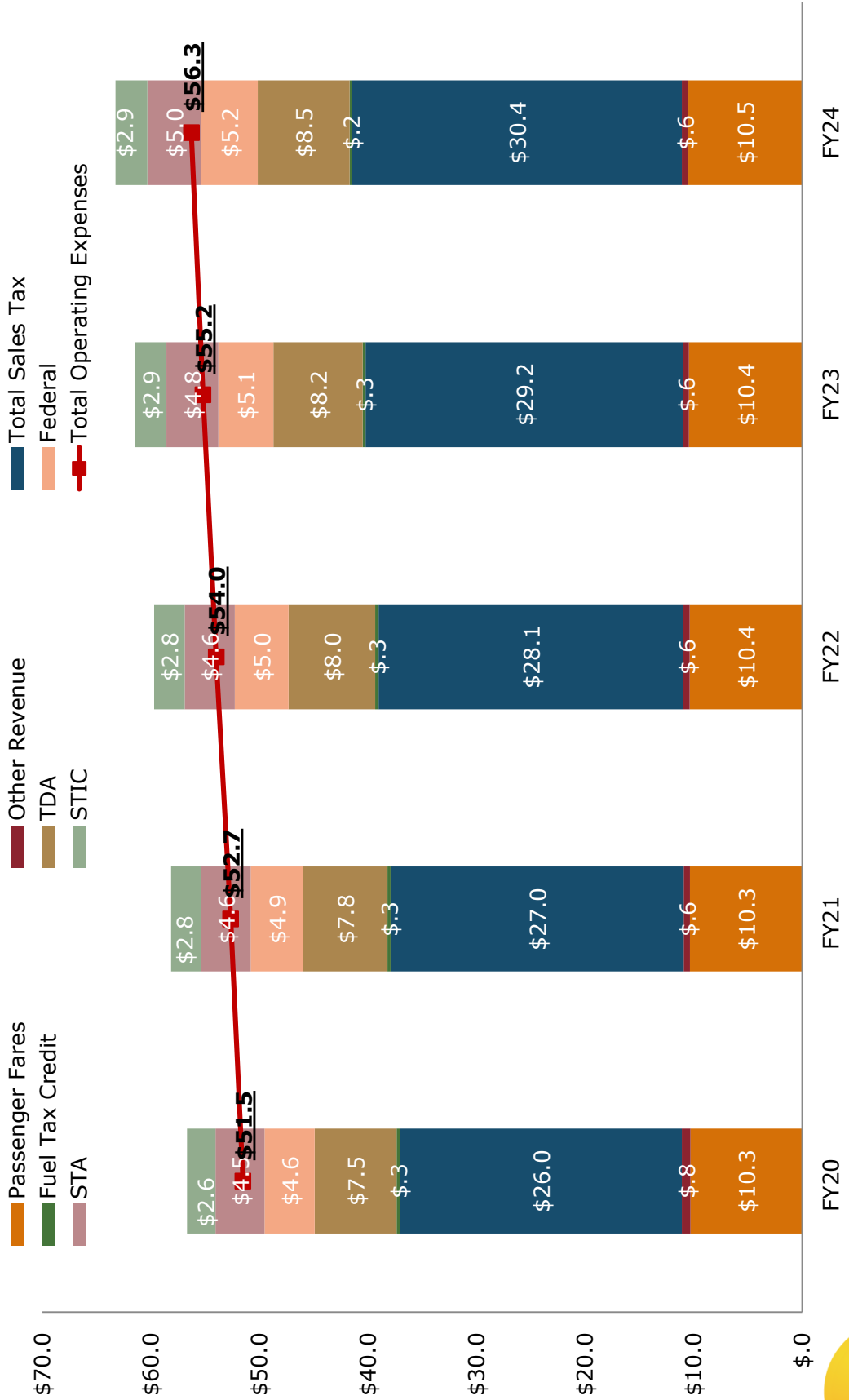
- **5 – Year Budget Plan**
 - Total Revenue Sources – 5 Year Projections
 - Total Operating Expenses – 5 Year Projections
 - Transfers – 5 Year Projections
- **Total Rev and Exp % change vs. CPI % Change**
 - Budget FY09-FY21
 - Actual FY09-FY18
- **FY20 & FY21 Operating Budget Changes**
 - March 22, 2019 to May 10, 2019
- **Projected Operating Reserve Balances**
 - As of June 30, 2019 (estimate)
- **FY20 & FY21 Non-Controllable Operating Budget Risks**
- **Additional Information FY20 & FY21**
- **FY20 Capital Budget**

5 – Year Budget Plan

15A.3



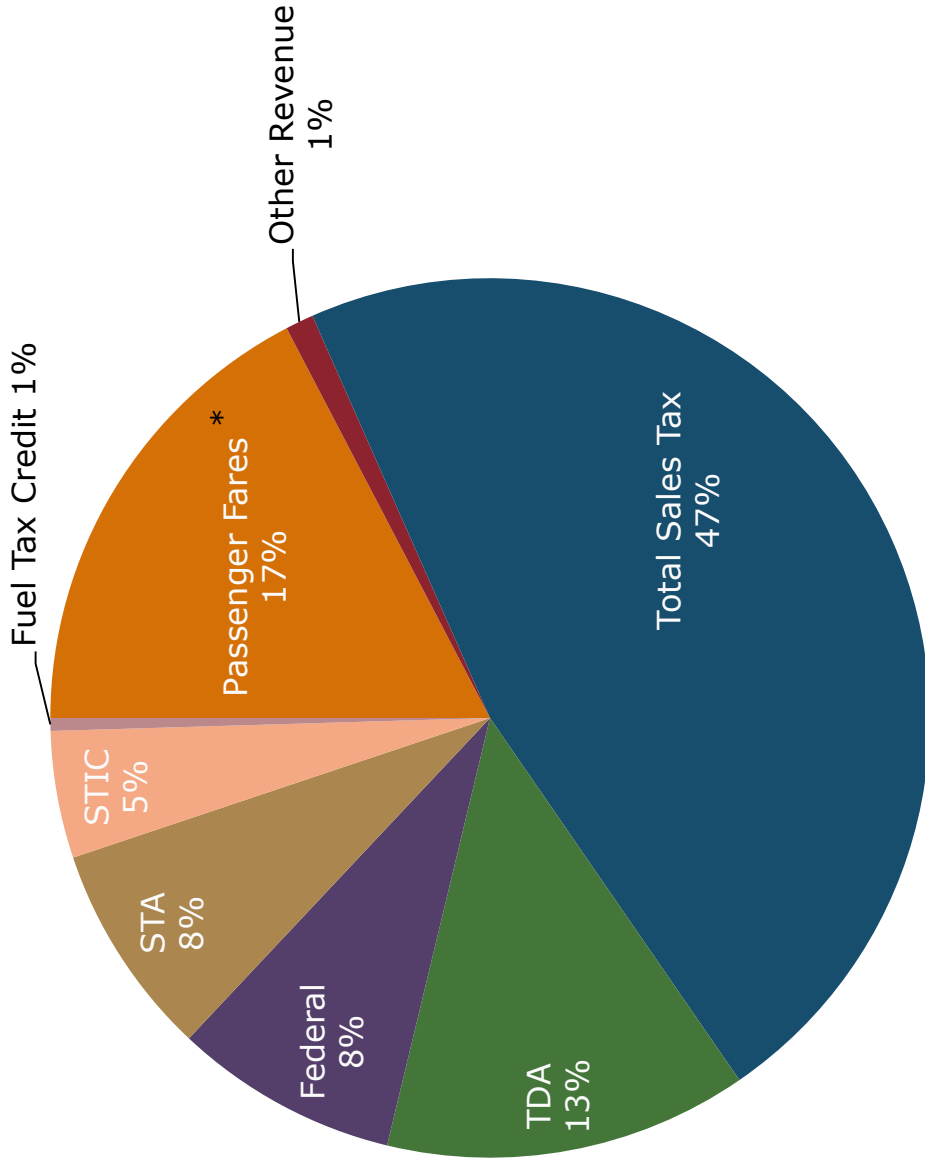
Total Revenue Sources – 5 Year Projections: (in \$ millions)



15A.4

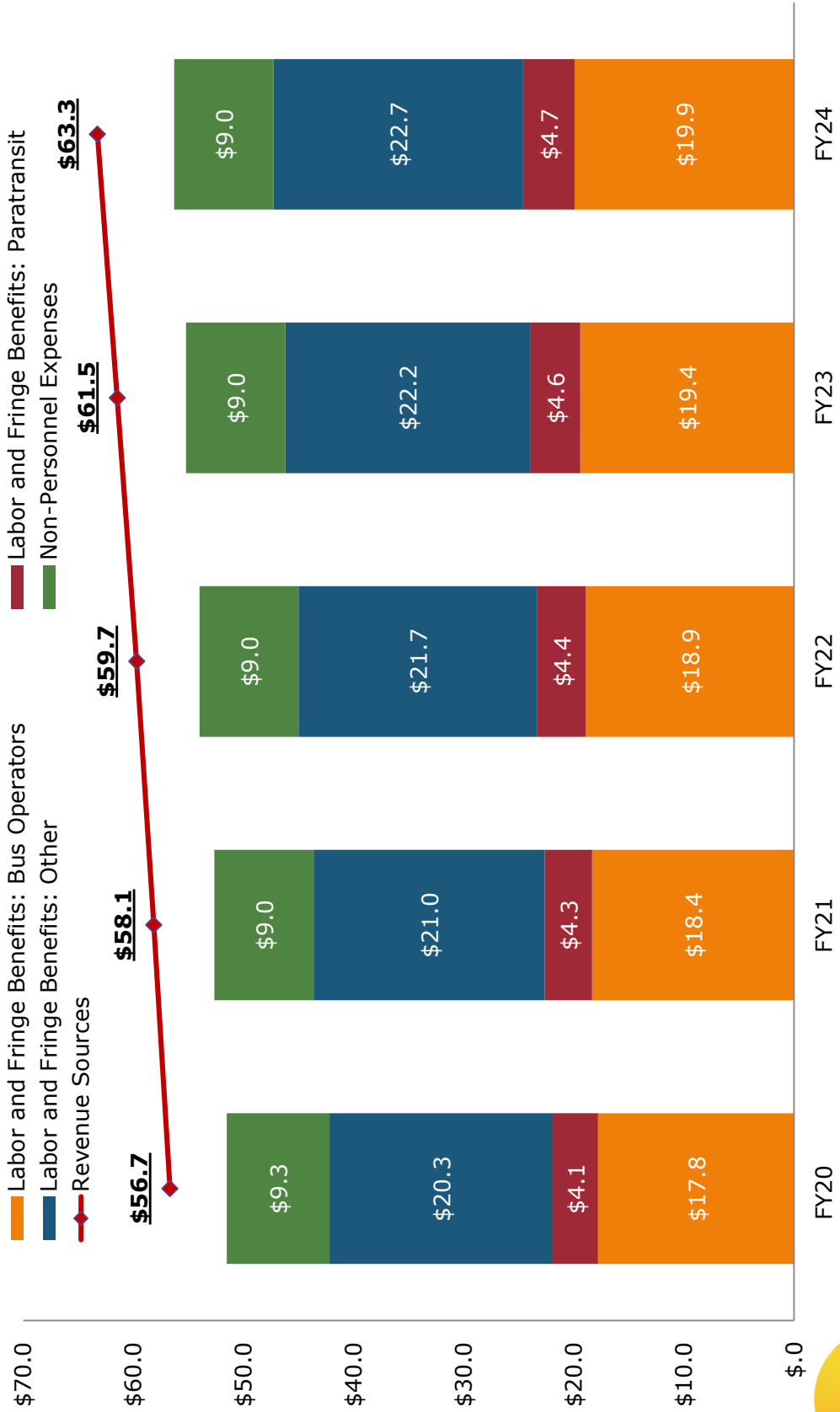


Total Revenue Sources – 5 Year Projections:



*Based on total Revenues - not the same as Farebox Recovery Ratio

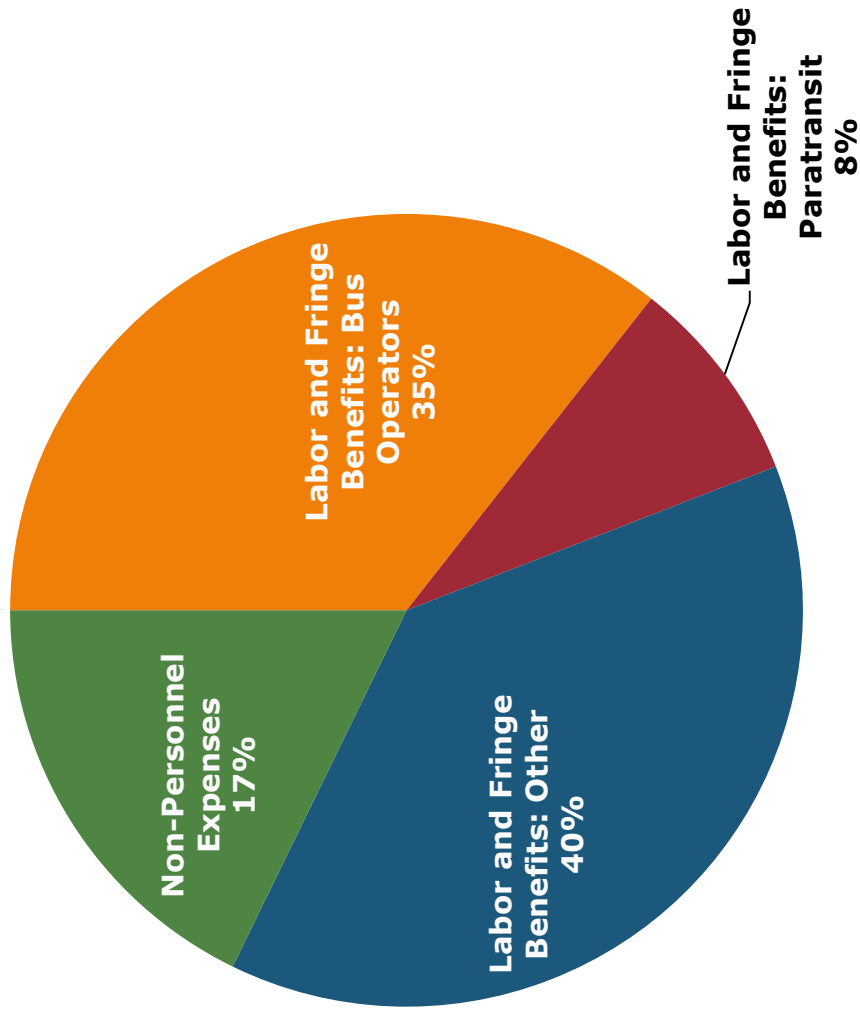
Total Operating Expenses – 5 Year Projections: (in \$ millions)



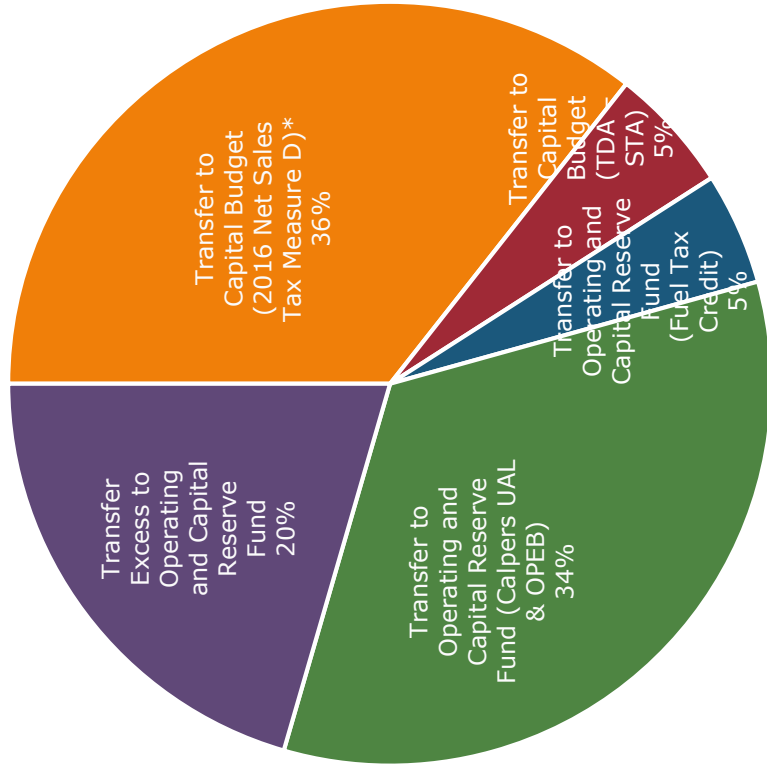
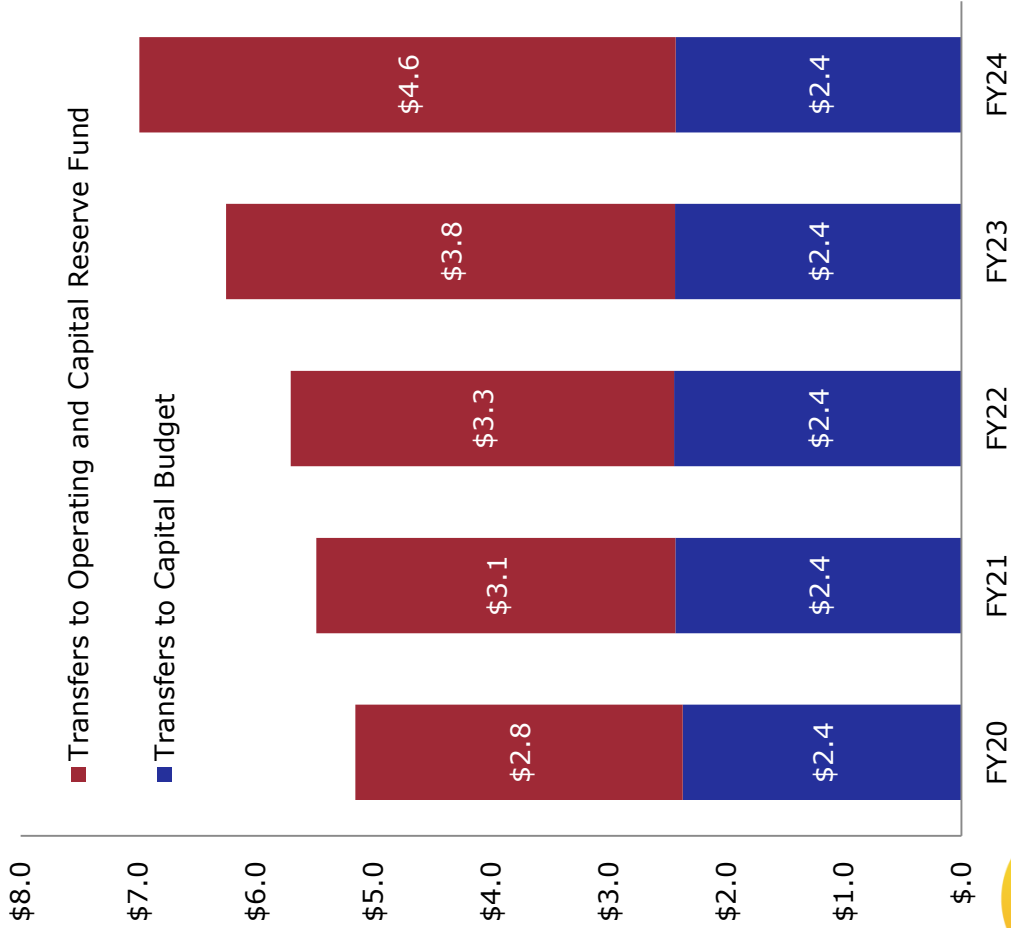
15A.6



Total Operating Expenses – 5 Year Projections:



Transfers – 5 Year Projections (in \$ millions):

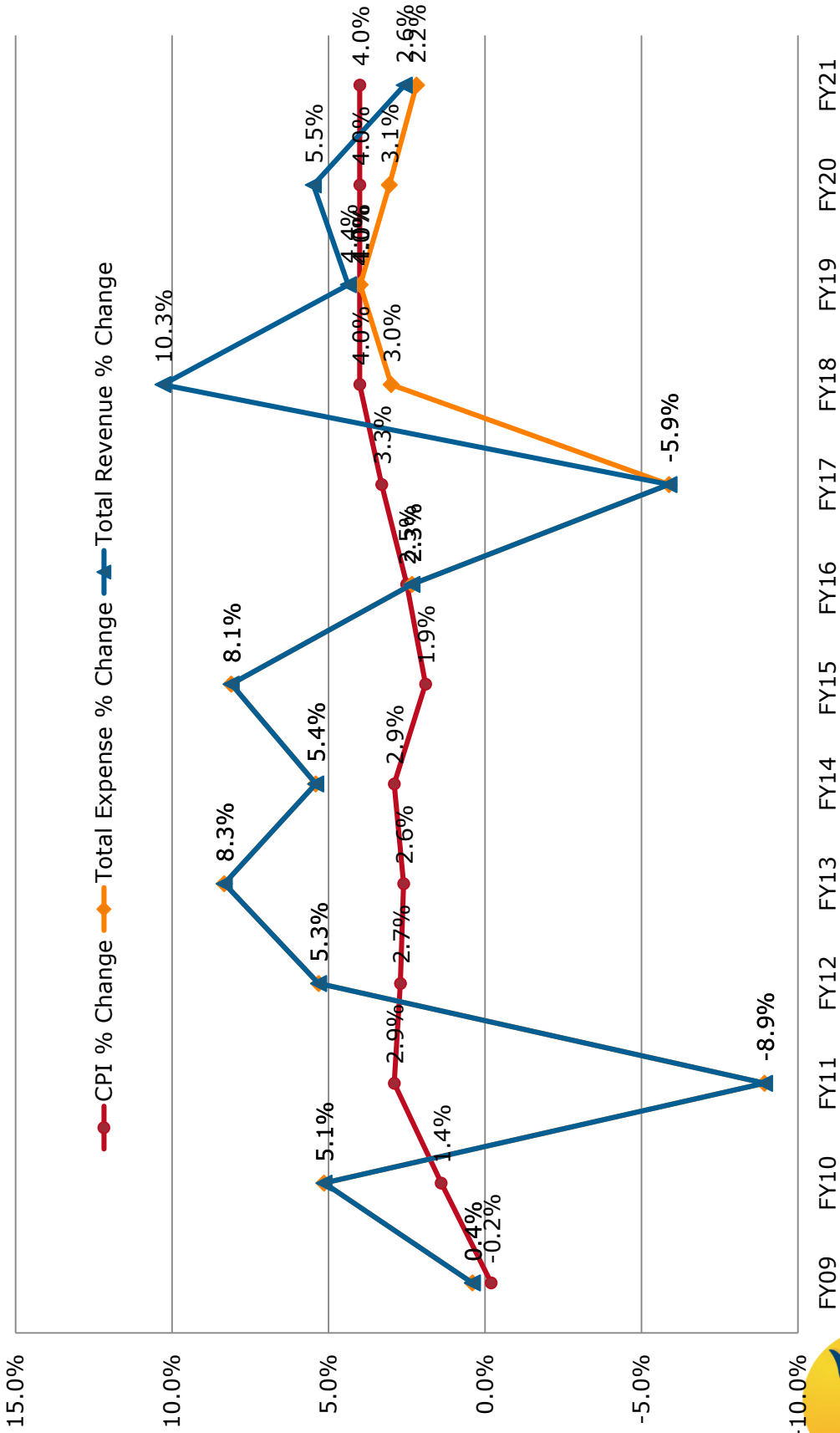


Total Revenue and Expense % change vs. CPI % Change

15A.9



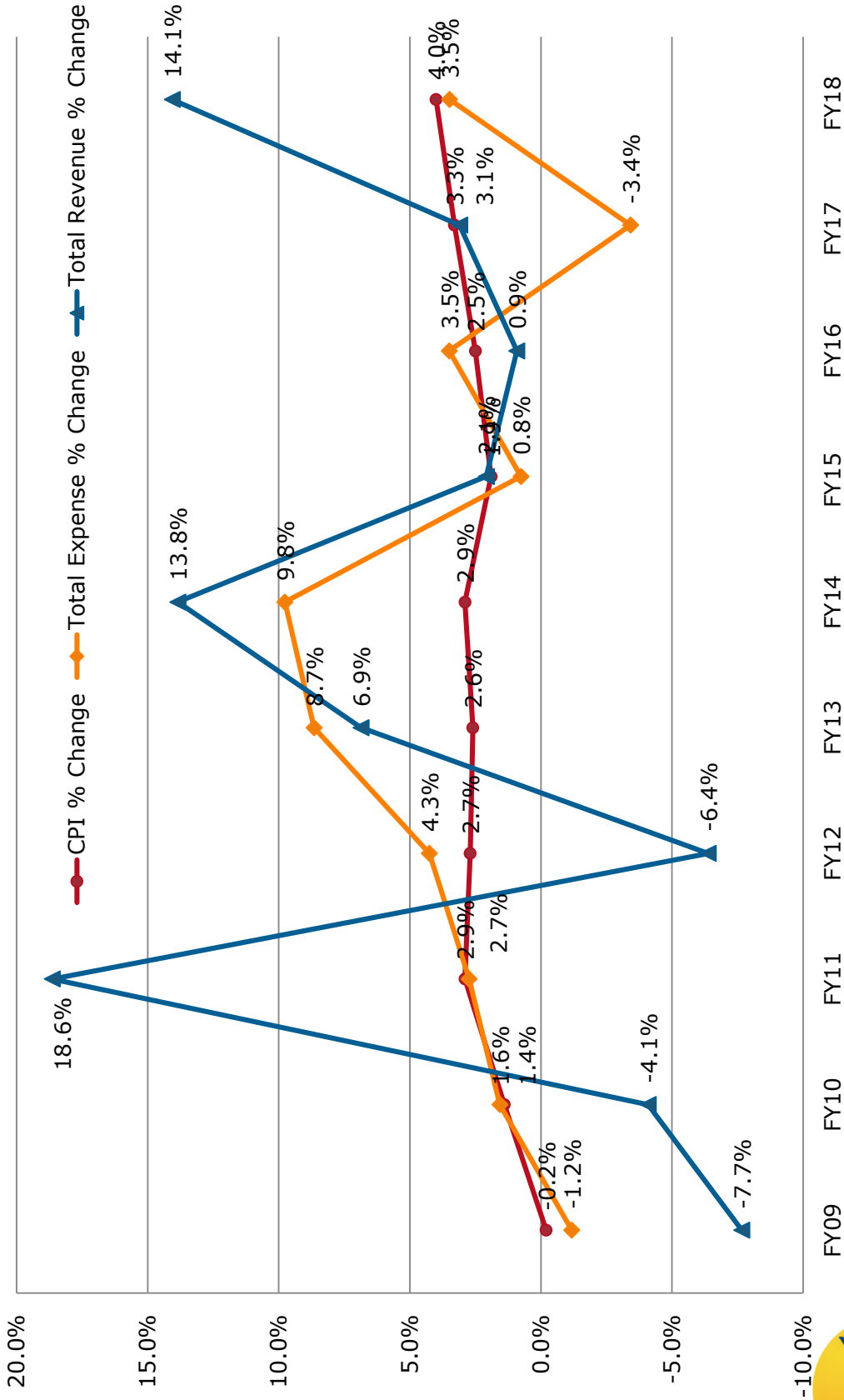
Total Budget (Revenue and Expense) % Change vs. CPI % Change



15A.10



Total Actual Revenue and Expense % Change vs. CPI % Change



15A.11



Operating Budget Changes March 22, 2019 to May 10, 2019

- Operating Revenues :

	FY20	FY21
A: March 2019	\$56,537,786	\$58,007,609
B: May 2019	\$56,676,678	\$58,138,621
Variance (B-A)	\$138,892	\$131,012

- Cabrillo Contract: reduced by **\$200K**
- Rent Income: increased by **\$30K**
- TDA - LTF Funds: increased by **\$25K**
- FTA Sec 5307: reduced by **\$67K**
- STIC: reduced by **\$133K**
- TDA - STA: increased by **\$484K**

Operating Budget Changes March 22, 2019 to May 10, 2019

- Operating Expenses :

	FY20	FY21
A: March 2019	\$51,651,211	\$52,697,267
B: May 2019	\$51,524,634	\$52,653,199
Variance (B-A)	(\$126,577)	\$(44,068)

- Personnel: reduced by **\$316K** in FY20 and **\$245K** in FY21
 - 2 unfunded FTEs (Bus Operators - Cabrillo)
 - Added 1 provisional position (Admin Specialist in Purchasing) funded for 3 months in FY20
 - Savings in Retirement due to prepayment of the annual UAL (Unfunded Accrued Liability) = \$144K (as per CalPERS Actuarial Valuation Report)
- Non-Personnel: increased by **\$189K** in FY20 and **\$201K** in FY21
 - Increased Services (Security Services + Graphic Services): \$70K
 - Increased Casualty & Liability (Insurance PL/PD) : \$119K in FY20 and \$131K in FY21



Operating Budget Changes March 22, 2019 to May 10, 2019

- Transfers:

	FY20	FY21
A: March 2019	\$4,886,575	\$5,310,342
B: May 2019	\$5,152,044	\$5,485,422
Variance (B-A)	\$265,469	\$175,080

- Transfers to Capital Budget: reduced by \$8K in FY20 and increased by \$42K in FY21 (declining SGR allocations; Transfers to Capital Budget + SGR = \$3M/year)
- Transfers to Operating and Capital Reserve Fund: increased by \$274K in FY20 and \$133K in FY21

Operating Reserves as of 06/30/2019:

Target: \$3.5M



Fully Funded

Target: \$0.8M



Fully Funded

Target: \$7.5M



Fully Funded

Target: \$3.0M



Fully Funded



No Minimum Balance



Non-Controllable Operating Budget Risks FY20 & FY21

FY20 & FY21 Non-Controllable Operating Budget Risks

- Revenues
 - Passenger Fares and Paratransit Fares
 - Fluctuations in ridership
 - Special Transit Fares
 - Contracts with UCSC and Cabrillo
 - Sales Tax and TDA – LTF
 - Consumer spending may stall
 - Federal FTA 5307, STIC, 5311
 - Subject to appropriation/reauthorization
 - Alternative Fuel Tax Credit
 - Must be renewed every year; historically been significantly delayed; based on CNG use

15A.17



FY20 & FY21 Non-Controllable Operating Budget Risks

- Expenses
 - CNG and Diesel Engine Failures
 - Fuel Costs Volatility
 - Workers Comp Insurance
 - Medical Insurance
 - Final costs come out in January
 - Contract renewals and rebids
 - Costs could come in higher than budgeted
 - Settlement Costs
 - Costs could come in higher than previous years
 - Aging Fleet
 - Increased Maintenance Costs
 - Changes in Unfunded Mandates

Additional Information FY20 and FY21

15A.19



Board Authorized METRO Support Activities

Santa Cruz County Fair	Senior Luncheon
Santa Cruz Follies	Metro Advisory Committee (MAC) METRO Tour
Santa Cruz Seaside Company (Late Night Transit Service to Watsonville for the Summer)	Leadership Santa Cruz

15A.20



Memberships

- Administration:

- American Public Transportation Association (APTA): \$39,250
- California Transit Association (CTA): \$16,924
- Monterey Bay Economic Partnership (MBEP): \$5,000
- Community Transport Association of America (CTAA): \$3,900
- Center for Transportation and the Environment (CTE): \$3,000
- Chamber of Commerce: \$1,300
- Bus Coalition: \$3,000
- Eastern Contra Costa Transit Agency (ZEBRA Membership): \$4,000
- California Association of Coordinated Transportation (CalACT): \$1,005
- Letter Press: \$675
- Santa Cruz Sentinel: \$380
- Register-Pajaronian: \$62
- Costco: \$120
- National Notary: \$120
- **Total: \$78,736**

- Finance:

- California Society of Municipal Finance Officers (CSMFO): \$220
- Government Finance Officers Association (GFOA): \$300
- Kiplinger Letters: \$100
- **Total: \$620**

- Customer Service:

- Miscellaneous: \$200
- **Total: \$200**

Memberships

- Human Resources:

- California Public Employers Labor Relations Associations (CalPERLA): \$1,000
- Society for Human Resource Management (SHRM): \$836
- Northern California Human Resources Association (NCHRA): \$500
- John Dash: \$250
- Cal Chamber:\$849 (FY21 Only)
- **FY20 Total: \$2,586 FY21 Total: \$3,435**

- Risk Management:

- Miscellaneous: \$500
- **Total: \$500**

- Purchasing:

- California Association of Public Procurement Officials (CAPPO): \$300
- **Total: \$300**

- Fleet Maintenance:

- Cummins INSITE Fleet books Software: \$2,000
- John Deere Software: \$500
- Southern California Regional Transit Training Consortium (SCR TTC): \$1,000
- Mitchell Online Vehicle Manuals: \$500
- Allison Transp. Software: \$2,000
- All Data:\$1,000
- **Total: \$7,000**

FY20 Total: \$89,942 FY21 Total: \$90,798



Board Member Travel Budget Assumptions

American Public Transportation Association (APTA) Meetings

Annual Conference October 2019 New York, NY Two Board Members	Legislative Conference March 2020 Washington, DC Two Board Members
---	--

California Transit Association (CTA) Meetings

Annual Meeting November 2019 TBD One Board Member	Legislative Conference May 2020 TBD One Board Member
---	--

Additional Travel

Meetings with legislators and government officials in Washington, San Francisco and Sacramento, as approved by the Chair of the Board.

Expenses related to Board Members meeting with CEO/General Manager and Staff.



Employee Incentive Programs

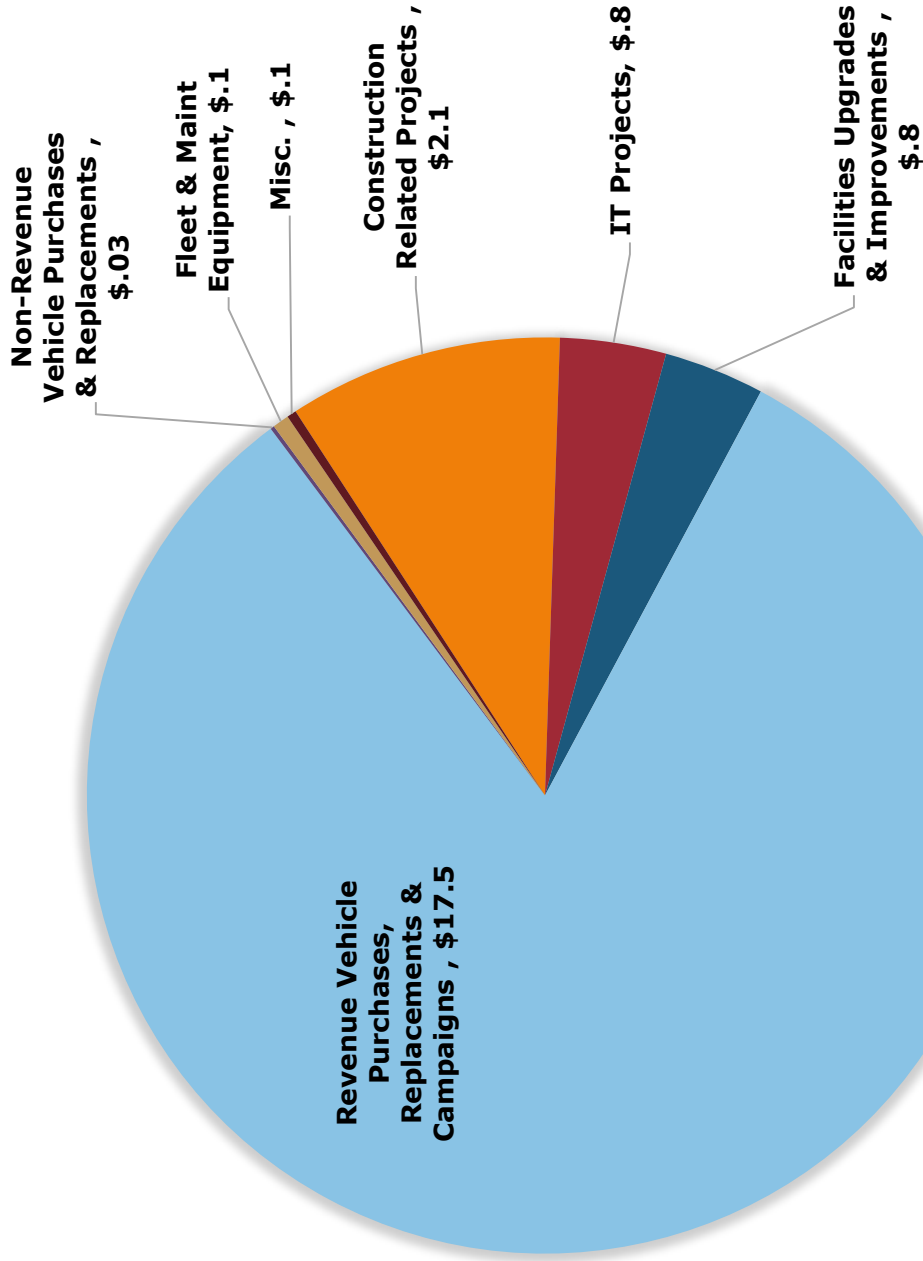
Event/Activity	FY20	FY21	Department
District Service Awards	\$4,000	\$4,000	Administration
Employee Picnic and Holiday Party	\$5,000	\$5,000	Administration
Transit Driver Appreciation Day	\$1,000	\$1,000	Administration
Employee Appreciation Event <i>(new)</i>	\$3,000 \$200 \$3,000	\$3,000 \$200 \$3,000	Administration Customer Service Risk Management
Awards Safe Driver Certificates/ Patches Line Instruction Patches	\$3,000	\$3,000	Bus Operators
Total	\$19,200	\$19,200	

FY20 Capital Budget

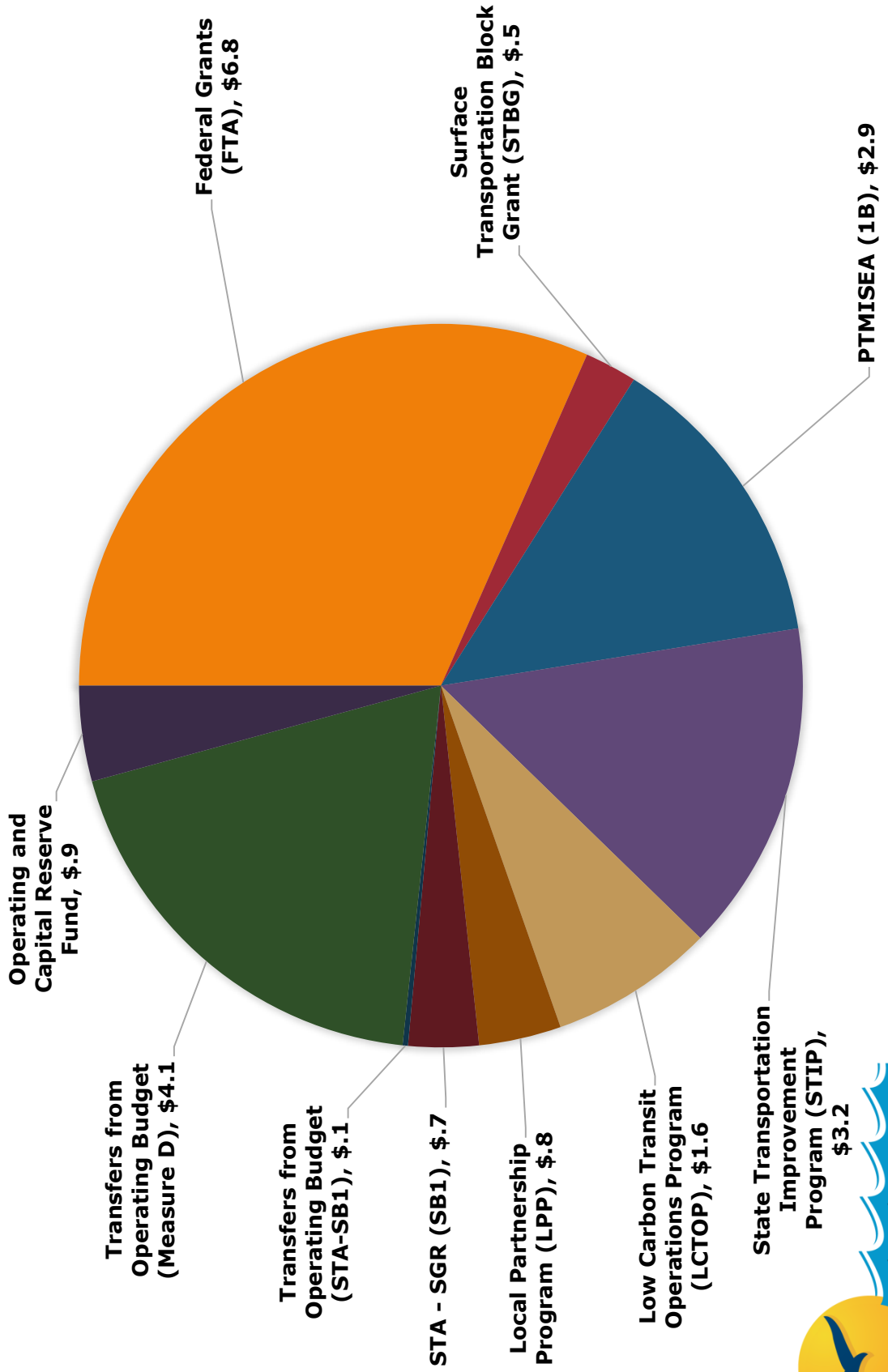
15A.25



FY20 Capital Budget – Projects: \$21.4M



FY20 Capital Budget – Funding Sources: \$21.4M



Questions

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT - 5 - YEAR BUDGET PLAN

REVENUE:	5/10/2019 BUDGET FY20	% VAR	5/10/2019 BUDGET FY21	% VAR	FORECASTED BUDGET FY22	% VAR	FORECASTED BUDGET FY23	% VAR	FORECASTED BUDGET FY24	% VAR
Passenger Fares	10,293,547	0.5%	10,328,436	0.3%	10,387,880	0.4%	10,426,209	0.4%	10,488,749	0.6%
<i>Passenger Fares</i>	2,579,087	0.6%	2,527,506	-2.0%	2,476,955	-2.0%	2,427,417	-2.0%	2,378,869	-2.0%
<i>Special Transit Fares</i>	5,396,914	0.3%	5,510,351	2.1%	5,624,573	2.1%	5,741,651	2.1%	5,861,657	2.1%
<i>Paratransit Fares</i>	291,566	0.0%	291,566	0.0%	291,566	0.0%	291,566	0.0%	291,566	0.0%
<i>Highway 17 Fares</i>	1,487,489	0.8%	1,457,739	-2.0%	1,428,584	-2.0%	1,414,298	-1.0%	1,400,155	-1.0%
<i>Highway 17 Payments</i>	536,491	1.0%	541,274	0.9%	546,201	0.9%	551,276	0.9%	556,503	0.9%
Other Revenue	793,050	48.4%	571,650	-27.9%	575,322	0.6%	579,067	0.7%	582,888	0.7%
1979 Gross Sales Tax (1/2 cent)	22,617,238	4.0%	23,521,927	4.0%	24,462,804	4.0%	25,441,317	4.0%	26,458,969	4.0%
2016 Net Sales Tax (Measure D)	3,358,289	4.0%	3,492,621	4.0%	3,632,326	4.0%	3,777,619	4.0%	3,928,724	4.0%
Transp Dev Act (TDA) - Op Asst	7,531,910	6.5%	7,757,867	3.0%	7,990,603	3.0%	8,230,321	3.0%	8,477,231	3.0%
Federal Op Assistance	4,619,436	0.7%	4,850,408	5.0%	4,956,631	2.2%	5,065,183	2.2%	5,176,109	2.2%
STA - Operating (includes SB1)	4,530,969	28.0%	4,572,516	0.9%	4,610,136	0.8%	4,794,542	4.0%	4,986,324	4.0%
STIC - Op Assistance	2,619,113	8.0%	2,750,069	5.0%	2,810,295	2.2%	2,871,841	2.2%	2,934,734	2.2%
Fuel Tax Credit	313,126	-10.8%	293,126	-6.4%	293,126	0.0%	273,126	-6.8%	233,126	-14.6%
TOTAL REVENUE	56,676,678	5.5%	58,138,621	2.6%	59,699,123	2.7%	61,459,224	2.9%	63,266,854	2.9%
OPERATING EXPENSES:										
Labor and Fringe Benefits: Bus Operators	17,793,434	3.1%	18,353,991	3.2%	18,900,251	3.0%	19,426,573	2.8%	19,936,037	2.6%
Labor and Fringe Benefits: Paratransit	4,126,815	0.0%	4,286,681	3.9%	4,424,191	3.2%	4,556,030	3.0%	4,678,974	2.7%
Labor and Fringe Benefits: Other	20,264,914	7.6%	21,002,200	3.6%	21,668,531	3.2%	22,230,912	2.6%	22,668,720	2.0%
Services	3,908,450	4.5%	3,511,522	-10.2%	3,511,522	0.0%	3,511,522	0.0%	3,511,522	0.0%
Mobile and Other Materials and Supplies	3,105,655	-18.0%	3,104,500	0.0%	3,104,500	0.0%	3,104,500	0.0%	3,104,500	0.0%
Utilities	643,400	2.0%	643,400	0.0%	643,400	0.0%	643,400	0.0%	643,400	0.0%
Casualty & Liability and Taxes	975,595	22.4%	1,046,567	7.3%	1,046,567	0.0%	1,046,567	0.0%	1,046,567	0.0%
Purchased Transportation	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%
Misc. Expense, Interest Expense, and Leases & Rentals	706,372	4.3%	704,339	-0.3%	696,350	-1.1%	688,114	-1.2%	688,114	0.0%
TOTAL OPERATING EXPENSES	51,524,634	3.4%	52,653,199	2.2%	53,995,312	2.5%	55,207,619	2.2%	56,277,834	1.9%
TRANSFERS:										
Transfers to Capital Budget	2,368,777	1.7%	2,431,326	2.6%	2,442,635	0.5%	2,436,504	-0.3%	2,430,306	-0.3%
Transfers to Operating and Capital Reserve Fund	2,783,267	97.8%	3,054,096	9.7%	3,261,177	6.8%	3,815,102	17.0%	4,558,716	19.5%
TOTAL TRANSFERS	5,152,044	37.9%	5,485,422	6.5%	5,703,812	4.0%	6,251,606	9.6%	6,989,022	11.8%
Operating Balance	-	-100.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%

- THIS PAGE INTENTIONALLY LEFT BLANK -

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
REVENUE SOURCES**

Attachment C

REVENUE SOURCE	Jun-18	May-19	% CHANGE	\$ CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
1 Passenger Fares	2,563,172	2,579,087	0.6%	15,915	2,527,506	-2.0%
2 Special Transit Fares	5,381,772	5,398,914	0.3%	17,142	5,510,351	2.1%
3 Paratransit Fares	291,566	291,566	0.0%	-	291,566	0.0%
4 Highway 17 Fares	1,475,275	1,487,489	0.8%	12,214	1,457,739	-2.0%
5 Highway 17 Payments	531,329	536,491	1.0%	5,162	541,274	0.9%
6 Commissions	2,500	2,500	0.0%	-	2,500	0.0%
7 Advertising Income	250,000	275,000	10.0%	25,000	250,000	-9.1%
8 Rent Income	147,405	180,000	22.1%	32,595	183,600	2.0%
9 Interest Income	90,000	100,000	11.1%	10,000	100,000	0.0%
10 Other Non-Transp Revenue	20,000	30,000	50.0%	10,000	30,000	0.0%
11 1979 Gross Sales Tax (1/2 cent)	21,747,344	22,617,238	4.0%	869,894	23,521,927	4.0%
12 2016 Net Sales Tax (Measure D)	3,229,124	3,358,289	4.0%	129,165	3,492,621	4.0%
13 Transp Dev Act (TDA - LTF) Funds	7,074,858	7,531,910	6.5%	457,052	7,757,867	3.0%
14* FTA Sec 5307 - Op Assistance	4,412,091	4,441,297	0.7%	29,206	4,663,362	5.0%
15 FTA Sec 5311 - Rural Op Asst	174,321	178,139	2.2%	3,818	187,046	5.0%
16 AMBAG/Misc. Grant Funding	24,000	205,000	754.2%	181,000	5,000	-97.6%
17 STIC	2,424,031	2,619,113	8.0%	195,082	2,750,069	5.0%
18 TDA - STA - Operating (Includes SB1)	3,540,904	4,530,969	28.0%	990,065	4,572,516	0.9%
19 Fuel Tax Credit	351,000	313,126	-10.8%	(37,874)	293,126	-6.4%
20 Medicare Subsidy	550	550	0.0%	-	550	0.0%
TOTAL REVENUE	53,731,242	56,676,678	5.5%	2,945,436	58,138,621	2.6%
TRANSFERS	(3,735,883)	(5,152,044)	37.9%	(1,416,161)	(5,485,422)	6.5%
TOTAL OPERATING REVENUE	49,995,359	51,524,634	3.1%	1,529,275	52,653,199	2.2%

15C.1

* FTA funding is used solely to fund labor expense

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
 Consolidated Expenses

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
LABOR						
501011 Bus Operator Pay	8,934,707	8,976,794	0.5%	42,087	9,118,540	1.6%
501013 Bus Operator OT	1,238,781	1,249,806	0.9%	11,025	1,270,500	1.7%
501021 Other Salaries	8,240,187	8,466,257	2.7%	226,070	8,612,353	1.7%
501023 Other OT	466,213	615,523	32.0%	149,310	628,917	2.2%
Totals	18,879,888	19,308,380	2.3%	428,492	19,630,310	1.7%
FRINGE BENEFITS						
502011 Medicare/Soc. Sec.	331,001	337,520	2.0%	6,519	343,145	1.7%
502021 Retirement	5,639,195	6,276,378	11.3%	637,183	6,814,458	8.6%
502031 Medical Ins	9,419,857	10,284,079	9.2%	864,223	10,762,951	4.7%
502041 Dental Ins	500,840	470,964	-6.0%	(29,876)	476,379	1.1%
502045 Vision Ins	125,302	123,860	-1.2%	(1,442)	127,412	2.9%
502051 Life Ins/AD&D	50,015	51,647	3.3%	1,632	53,066	2.7%
502060 State Disability Ins (SDI)	228,733	234,008	2.3%	5,275	245,248	4.8%
502061 Long Term Disability Ins	143,675	151,493	5.4%	7,818	148,635	-1.9%
502071 State Unemployment Ins (SUI)	58,581	55,512	-5.2%	(3,070)	59,255	6.7%
502081 Worker's Comp Ins	901,766	928,818	3.0%	27,052	956,683	3.0%
502101 Holiday Pay	645,068	654,438	1.5%	9,370	665,326	1.7%
502103 Floating Holiday	110,689	113,993	3.0%	3,304	115,916	1.7%
502109 Sick Leave	989,326	1,003,493	1.4%	14,167	1,020,164	1.7%
502111 Annual Leave	1,970,491	1,962,542	-0.4%	(7,949)	1,996,531	1.7%
502121 Other Paid Absence	151,188	153,384	1.5%	2,196	155,936	1.7%
502251 Phys. Exams	12,283	11,183	-9.0%	(1,100)	7,883	-29.5%
502253 Driver Lic Renewal	3,211	2,911	-9.3%	(300)	2,811	-3.4%
502999 Other Fringe Benefits	59,004	60,559	2.6%	1,556	60,761	0.3%
Totals	21,340,225	22,876,782	7.2%	1,536,557	24,012,561	5.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
 Consolidated Expenses

ACCOUNT	Jun-18	May-19	% CHANGE		\$ CHANGE		% CHANGE	
	BUDGET FY19	BUDGET FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20
SERVICES								
503011 Accting/Audit Fees	105,250	105,250	0.0%	0.0%	-	-	106,750	1.4%
503012 Admin/Bank Fees	380,000	417,244	9.8%	9.8%	37,244	37,244	430,243	3.1%
503031 Prof/Technical Fees	970,968	884,004	-9.0%	-9.0%	(86,964)	(86,964)	479,667	-45.7%
503032 Legislative Services	101,000	101,000	0.0%	0.0%	-	-	101,000	0.0%
503033 Legal Services	400,000	400,000	0.0%	0.0%	-	-	400,000	0.0%
503034 Pre-Employment Exams	5,525	7,450	34.8%	34.8%	1,925	1,925	7,450	0.0%
503041 Temp Help	-	-	0.0%	0.0%	-	-	-	0.0%
503161 Custodial Services	8,300	9,500	14.5%	14.5%	1,200	1,200	9,500	0.0%
503162 Uniforms/Laundry	25,910	26,600	2.7%	2.7%	690	690	26,600	0.0%
503171 Security Services	525,700	559,002	6.3%	6.3%	33,302	33,302	559,002	0.0%
503221 Classified/Legal Ads	14,700	21,900	49.0%	49.0%	7,200	7,200	21,900	0.0%
503222 Legal Ads	-	-	0.0%	0.0%	-	-	-	0.0%
503225 Graphic Services	-	50,000	100.0%	100.0%	50,000	50,000	50,000	0.0%
503351 Repair - Bldg & Impr	50,000	53,000	6.0%	6.0%	3,000	3,000	53,000	0.0%
503352 Repair - Equipment	670,800	697,500	4.0%	4.0%	26,700	26,700	690,410	-1.0%
503353 Repair - Rev Vehicle	401,500	501,000	24.8%	24.8%	99,500	99,500	501,000	0.0%
503354 Repair - Non Rev Vehicle	33,000	25,000	-24.2%	-24.2%	(8,000)	(8,000)	25,000	0.0%
503363 Haz Mat Disposal	48,400	50,000	3.3%	3.3%	1,600	1,600	50,000	0.0%
Totals	3,741,053	3,908,450	4.5%	4.5%	167,397	167,397	3,511,522	-10.2%
MOBILE MATERIALS & SUPPLIES								
504011 Fuels & Lubricants - Non Rev Veh	60,000	71,000	18.3%	18.3%	11,000	11,000	71,000	0.0%
504012 Fuels & Lubricants - Rev Veh	1,873,500	1,500,000	-19.9%	-19.9%	(373,500)	(373,500)	1,500,000	0.0%
504021 Tires & Tubes	200,000	188,500	-5.8%	-5.8%	(11,500)	(11,500)	188,500	0.0%
504161 Other Mobile Supplies	-	-	0.0%	0.0%	-	-	-	0.0%
504191 Rev Vehicle Parts	1,200,500	900,500	-25.0%	-25.0%	(300,000)	(300,000)	900,720	0.0%
Totals	3,334,000	2,660,000	-20.2%	-20.2%	(674,000)	(674,000)	2,660,220	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
 Consolidated Expenses

ACCOUNT	Jun-18	May-19	% CHANGE		\$ CHANGE		May-19	% CHANGE	
	BUDGET FY19	BUDGET FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20	BUDGET FY21	BUDG FY20	BUDG FY21
OTHER MATERIALS & SUPPLIES									
504205 Freight Out	7,500	8,000	6.7%		500		8,000		0.0%
504211 Postage & Mailing	10,600	10,360	-2.3%		(240)		10,360		0.0%
504214 Promotional Items	21,550	20,900	-3.0%		(650)		21,550		3.1%
504215 Printing	53,450	52,475	-1.8%		(975)		52,350		-0.2%
504217 Photo Supp/Process	3,400	2,000	-41.2%		(1,400)		2,000		0.0%
504311 Office Supplies	70,800	72,300	2.1%		1,500		72,300		0.0%
504315 Safety Supplies	16,120	26,620	65.1%		10,500		26,120		-1.9%
504317 Cleaning Supplies	44,600	52,100	16.8%		7,500		52,100		0.0%
504409 Repair/Maint Supplies	110,500	120,000	8.6%		9,500		120,000		0.0%
504417 Tenant Repairs	14,000	14,000	0.0%		-		14,000		0.0%
504421 Non-Inventory Parts	85,000	50,000	-41.2%		(35,000)		50,000		0.0%
504511 Small Tools	11,000	13,900	26.4%		2,900		12,500		-10.1%
504515 Employee Tool Replacement	3,000	3,000	0.0%		-		3,000		0.0%
Totals	451,520	445,655	-1.3%		(5,865)		444,280		-0.3%
UTILITIES									
505011 Gas & Electric	319,000	319,000	0.0%		-		319,000		0.0%
505021 Water & Garbage	158,400	186,400	17.7%		28,000		186,400		0.0%
505031 Telecommunications	153,500	138,000	-10.1%		(15,500)		138,000		0.0%
Totals	630,900	643,400	2.0%		12,500		643,400		0.0%
CASUALTY & LIABILITY									
506011 Insurance - Property	60,808	64,329	5.8%		3,521		66,487		3.4%
506015 Insurance - PL/PD	508,887	679,087	33.4%		170,200		746,996		10.0%
506021 Insurance - Other	30,080	30,179	0.3%		99		31,084		3.0%
506123 Settlement Costs	150,000	150,000	0.0%		-		150,000		0.0%
506127 Repairs - District Prop	-	-	0.0%		-		-		0.0%
Totals	749,775	923,595	23.2%		173,820		994,567		7.7%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
 Consolidated Expenses

ACCOUNT	Jun-18 BUDGET FY19	May-19 BUDGET FY20	% CHANGE BUDG FY19 BUDG FY20	\$ CHANGE BUDG FY19 BUDG FY20	May-19 BUDGET FY21	% CHANGE BUDG FY20 BUDG FY21
TAXES						
507051 Fuel Tax	15,000	15,000	0.0%	-	15,000	0.0%
507201 Licenses & Permits	17,600	22,000	25.0%	4,400	22,000	0.0%
507999 Other Taxes	14,400	15,000	4.2%	600	15,000	0.0%
Totals	47,000	52,000	10.6%	5,000	52,000	0.0%
MISC EXPENSE						
509011 Dues/Subscriptions	89,200	89,942	0.8%	742	90,798	1.0%
509081 Advertising - District Promo	5,000	5,000	0.0%	-	5,000	0.0%
509101 Employee Incentive Program	13,900	19,200	38.1%	5,300	19,200	0.0%
509121 Employee Training	180,050	188,550	4.7%	8,500	188,240	-0.2%
509122 BOD Travel	11,000	15,000	36.4%	4,000	15,000	0.0%
509123 Travel	78,900	88,500	12.2%	9,600	88,500	0.0%
509125 Local Meeting Expense	7,650	11,150	45.8%	3,500	11,150	0.0%
509127 Board Director Fees	12,600	12,600	0.0%	-	12,600	0.0%
509150 Contributions	-	-	0.0%	-	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%
Totals	398,300	429,942	7.9%	31,642	430,488	0.1%
INTEREST EXPENSE						
511102 Interest Expense	39,617	32,097	-19.0%	(7,520)	24,346	-24.1%
Totals	39,617	32,097	-19.0%	(7,520)	24,346	-24.1%
LEASES & RENTALS						
512011 Facility Lease	225,800	232,533	3.0%	6,733	237,705	2.2%
512061 Equipment Rental	13,800	11,800	-14.5%	(2,000)	11,800	0.0%
Totals	239,600	244,333	2.0%	4,733	249,505	2.1%
PERSONNEL TOTAL	40,220,113	42,185,162	4.9%	1,965,049	43,642,871	3.5%
NON-PERSONNEL TOTAL	9,631,765	9,339,472	-3.0%	(292,293)	9,010,328	-3.5%
TOTAL OPERATING EXPENSES	49,851,878	51,524,634	3.4%	1,672,756	52,653,199	2.2%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
 FY20 & FY21 BUDGET
 TRANSFERS & OPERATING BALANCE

		Jun-18		May-19		% CHANGE		\$ CHANGE		% CHANGE	
		BUDGET FY19	BUDGET FY20	BUDGET FY19	BUDGET FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20
TRANSFERS											
Transfers to Capital Budget											
1	Transfer to Capital Budget (2016 Net Sales Tax Measure D)	1,860,148	1,908,712	2.6%	48,564	1,993,945	4.5%				
2	Transfer to Capital Budget (TDA - STA - Operating , Includes SB1)	468,773	460,065	-1.9%	(8,708)	437,381	-4.9%				
	Totals	2,328,921	2,368,777	1.7%	39,856	2,431,326	2.6%				
Transfers to Operating and Capital Reserve Fund											
3	Transfer to Operating and Capital Reserve Fund (Fuel Tax Credit)*	351,000	313,126	-10.8%	(37,874)	293,126	-6.4%				
4	Transfer to Operating and Capital Reserve Fund (Calpers UAL & OPEB)	-	2,000,000	100.0%	2,000,000	2,000,000	0.0%				
5	Transfer Excess to Operating and Capital Reserve Fund	1,055,962	470,141	-55.5%	(585,821)	760,970	61.9%				
	Totals	1,406,962	2,783,267	97.8%	1,376,305	3,054,096	9.7%				
TOTAL TRANSFERS		3,735,883	5,152,044	37.9%	1,416,161	5,485,422	6.5%				
TOTAL REVENUE		53,731,242	56,676,678	5.5%	2,945,436	58,138,621	2.6%				
TOTAL EXPENSES		49,851,878	51,524,634	3.4%	1,672,756	52,653,199	2.2%				
TOTAL TRANSFERS		(3,735,883)	(5,152,044)	37.9%	(1,416,161)	(5,485,422)	6.5%				
OPERATING BALANCE		143,481	-	-100.0%	(143,481)	-	0.0%				

*Subject to annual renewal of the tax extenders

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY20 & FY21 OPERATING BUDGET

Departmental Expenses

DEPARTMENT	Jun-18	May-19	% CHANGE		\$ CHANGE		% CHANGE	
	BUDGET FY19	BUDGET FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20
1100 Administration	1,387,101	1,203,842	-13.2%	(183,259)	1,234,756	2.6%		
1200 Finance	2,406,024	2,594,937	7.9%	188,913	2,669,423	2.9%		
1300 Customer Service	1,462,307	1,958,615	33.9%	496,307	2,005,746	2.4%		
1400 Human Resources	1,033,070	1,042,009	0.9%	8,939	1,072,415	2.9%		
1500 Information Technology	1,254,897	1,334,310	6.3%	79,413	1,350,674	1.2%		
1600 Planning, Grants, Governmental Affaires	1,242,207	1,364,637	9.9%	122,430	1,060,858	-22.3%		
1700 District Counsel	400,000	400,000	0.0%	-	400,000	0.0%		
1800 Safety, Security , and Risk Management	440,167	1,038,443	135.9%	598,276	1,057,760	1.9%		
1900 Purchasing	980,723	1,027,492	4.8%	46,769	991,959	-3.5%		
2200 Facilities Maintenance	2,830,867	3,199,427	13.0%	368,559	3,276,021	2.4%		
3100 Paratransit Program	4,482,307	4,519,843	0.8%	37,535	4,697,970	3.9%		
3200 Operations	2,763,474	2,570,130	-7.0%	(193,344)	2,674,899	4.1%		
3300 Bus Operators	17,256,227	17,800,434	3.2%	544,207	18,360,991	3.1%		
4100 Fleet Maintenance	8,829,303	8,161,588	-7.6%	(667,715)	8,329,408	2.1%		
9001 Cobra Benefits	-	-	0.0%	-	-	0.0%		
9005 Retired Employee Benefits	3,082,954	3,308,678	7.3%	225,724	3,470,069	4.9%		
700 SCCIC	250	250	0.0%	-	250	0.0%		
TOTAL OPERATING EXPENSES	49,851,878	51,524,634	3.4%	1,672,756	52,653,199	2.2%		

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
 Administration - 1100

ACCOUNT	Jun-18	May-19	% CHANGE		\$ CHANGE		% CHANGE	
	BUDGET FY19	BUDGET FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20
LABOR								
501011 Bus Operator Pay	-	-	0.0%	-	-	-	0.0%	0.0%
501013 Bus Operator OT	-	-	0.0%	-	-	-	0.0%	0.0%
501021 Other Salaries	444,995	454,457	2.1%	9,462	466,334	466,334	2.6%	2.6%
501023 Other OT	6,500	4,545	-30.1%	(1,955)	4,663	4,663	2.6%	2.6%
Totals	451,495	459,002	1.7%	7,507	470,997	470,997	2.6%	2.6%
FRINGE BENEFITS								
502011 Medicare/Soc. Sec.	8,210	8,354	1.8%	144	8,572	8,572	2.6%	2.6%
502021 Retirement	127,702	138,899	8.8%	11,196	149,349	149,349	7.5%	7.5%
502031 Medical Ins	59,238	65,353	10.3%	6,116	69,787	69,787	6.8%	6.8%
502041 Dental Ins	4,151	4,102	-1.2%	(49)	4,163	4,163	1.5%	1.5%
502045 Vision Ins	1,229	1,266	3.0%	37	1,304	1,304	3.0%	3.0%
502051 Life Ins/AD&D	5,092	5,072	-0.4%	(20)	5,154	5,154	1.6%	1.6%
502060 State Disability Ins (SDI)	3,870	3,965	2.5%	96	4,193	4,193	5.7%	5.7%
502061 Long Term Disability Ins	2,942	3,053	3.8%	111	2,977	2,977	-2.5%	-2.5%
502071 State Unemployment Ins (SUI)	721	683	-5.2%	(38)	725	725	6.1%	6.1%
502081 Worker's Comp Ins	11,598	11,946	3.0%	348	12,305	12,305	3.0%	3.0%
502101 Holiday Pay	17,221	17,587	2.1%	366	18,047	18,047	2.6%	2.6%
502103 Floating Holiday	21,332	21,717	1.8%	385	22,225	22,225	2.3%	2.3%
502109 Sick Leave	25,832	26,380	2.1%	548	27,070	27,070	2.6%	2.6%
502111 Annual Leave	46,270	47,301	2.2%	1,031	48,613	48,613	2.8%	2.8%
502121 Other Paid Absence	4,036	4,122	2.1%	86	4,230	4,230	2.6%	2.6%
502251 Phys. Exams	-	-	0.0%	-	-	-	0.0%	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	-	-	0.0%	0.0%
502999 Other Fringe Benefits	11,961	11,965	0.0%	3	11,968	11,968	0.0%	0.0%
Totals	351,406	371,764	5.8%	20,358	390,683	390,683	5.1%	5.1%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
 Administration - 1100

ACCOUNT	Jun-18	May-19	% CHANGE		\$ CHANGE		% CHANGE	
	BUDGET FY19	BUDGET FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20
SERVICES								
503011	-	-	0.0%	-	-	-	0.0%	0.0%
503012	-	-	0.0%	-	-	-	0.0%	0.0%
503031	306,000	75,940	-75.2%	(230,060)	75,940	0.0%	0.0%	0.0%
503032	101,000	101,000	0.0%	-	101,000	0.0%	0.0%	0.0%
503033	-	-	0.0%	-	-	0.0%	0.0%	0.0%
503034	-	-	0.0%	-	-	0.0%	0.0%	0.0%
503041	-	-	0.0%	-	-	0.0%	0.0%	0.0%
503161	-	-	0.0%	-	-	0.0%	0.0%	0.0%
503162	-	-	0.0%	-	-	0.0%	0.0%	0.0%
503171	-	-	0.0%	-	-	0.0%	0.0%	0.0%
503221	4,000	6,000	50.0%	2,000	6,000	0.0%	0.0%	0.0%
503222	-	-	0.0%	-	-	0.0%	0.0%	0.0%
503225	-	-	0.0%	-	-	0.0%	0.0%	0.0%
503351	-	-	0.0%	-	-	0.0%	0.0%	0.0%
503352	4,000	4,200	5.0%	200	4,200	0.0%	0.0%	0.0%
503353	-	-	0.0%	-	-	0.0%	0.0%	0.0%
503354	-	-	0.0%	-	-	0.0%	0.0%	0.0%
503363	-	-	0.0%	-	-	0.0%	0.0%	0.0%
Totals	415,000	187,140	-54.9%	(227,860)	187,140	0.0%	0.0%	0.0%
MOBILE MATERIALS & SUPPLIES								
504011	-	-	0.0%	-	-	0.0%	0.0%	0.0%
504012	-	-	0.0%	-	-	0.0%	0.0%	0.0%
504021	-	-	0.0%	-	-	0.0%	0.0%	0.0%
504161	-	-	0.0%	-	-	0.0%	0.0%	0.0%
504191	-	-	0.0%	-	-	0.0%	0.0%	0.0%
Totals	-	-	0.0%	-	-	0.0%	0.0%	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
 Administration - 1100

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	% CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
OTHER MATERIALS & SUPPLIES							
504205 Freight Out	-	-	0.0%	-	0.0%	-	0.0%
504211 Postage & Mailing	4,500	4,500	0.0%	-	0.0%	4,500	0.0%
504214 Promotional Items	-	-	0.0%	-	0.0%	-	0.0%
504215 Printing	1,100	1,100	0.0%	-	0.0%	1,100	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	0.0%	-	0.0%
504311 Office Supplies	18,000	22,000	22.2%	4,000	22.2%	22,000	0.0%
504315 Safety Supplies	-	-	0.0%	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%	-	0.0%
504417 Tenant Repairs	-	-	0.0%	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	0.0%	-	0.0%
504511 Small Tools	-	-	0.0%	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%	-	0.0%
Totals	23,600	27,600	16.9%	4,000	16.9%	27,600	0.0%
UTILITIES							
505011 Gas & Electric	-	-	0.0%	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	0.0%	-	0.0%
505031 Telecommunications	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%	-	0.0%
CASUALTY & LIABILITY							
506011 Insurance - Property	-	-	0.0%	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%	-	0.0%
TAXES							
507051 Fuel Tax	-	-	0.0%	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%	-	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
 Administration - 1100

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
MISC EXPENSE						
509011 Dues/Subscriptions	78,000	78,736	0.9%	736	78,736	0.0%
509081 Advertising - District Promo	-	-	0.0%	-	-	0.0%
509101 Employee Incentive Program	10,000	13,000	30.0%	3,000	13,000	0.0%
509121 Employee Training	2,000	2,000	0.0%	-	2,000	0.0%
509122 BOD Travel	11,000	15,000	36.4%	4,000	15,000	0.0%
509123 Travel	23,000	25,000	8.7%	2,000	25,000	0.0%
509125 Local Meeting Expense	7,000	10,000	42.9%	3,000	10,000	0.0%
509127 Board Director Fees	12,600	12,600	0.0%	-	12,600	0.0%
509150 Contributions	-	-	0.0%	-	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%
Totals	143,600	156,336	8.9%	12,736	156,336	0.0%
INTEREST EXPENSE						
511102 Interest Expense	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%
LEASES & RENTALS						
512011 Facility Lease	-	-	0.0%	-	-	0.0%
512061 Equipment Rental	2,000	2,000	0.0%	-	2,000	0.0%
Totals	2,000	2,000	0.0%	-	2,000	0.0%
PERSONNEL TOTAL	802,901	830,766	3.5%	27,865	861,680	3.7%
NON-PERSONNEL TOTAL	584,200	373,076	-36.1%	(211,124)	373,076	0.0%
DEPARTMENT TOTALS	1,387,101	1,203,842	-13.2%	(183,259)	1,234,756	2.6%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET**

Finance - 1200

ACCOUNT	Jun-18	May-19	% CHANGE		\$ CHANGE		% CHANGE	
	BUDGET FY19	BUDGET FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20
LABOR								
501011 Bus Operator Pay	-	-	0.0%	-	-	-	0.0%	0.0%
501013 Bus Operator OT	-	-	0.0%	-	-	-	0.0%	0.0%
501021 Other Salaries	679,376	657,933	-3.2%	(21,443)	666,602	666,602	1.3%	1.3%
501023 Other OT	2,400	3,290	37.1%	890	3,333	3,333	1.3%	1.3%
Totals	681,776	661,222	-3.0%	(20,553)	669,935	669,935	1.3%	1.3%
FRINGE BENEFITS								
502011 Medicare/Soc. Sec.	12,398	12,026	-3.0%	(372)	12,181	12,181	1.3%	1.3%
502021 Retirement	228,531	243,277	6.5%	14,746	263,328	263,328	8.2%	8.2%
502031 Medical Ins	185,674	212,744	14.6%	27,070	222,752	222,752	4.7%	4.7%
502041 Dental Ins	11,125	11,901	7.0%	776	12,077	12,077	1.5%	1.5%
502045 Vision Ins	2,612	2,532	-3.1%	(80)	2,608	2,608	3.0%	3.0%
502051 Life Ins/AD&D	1,168	1,144	-2.0%	(24)	1,179	1,179	3.0%	3.0%
502060 State Disability Ins (SDI)	7,624	7,460	-2.1%	(164)	7,876	7,876	5.6%	5.6%
502061 Long Term Disability Ins	4,627	4,815	4.1%	188	4,680	4,680	-2.8%	-2.8%
502071 State Unemployment Ins (SUI)	1,622	1,366	-15.8%	(256)	1,450	1,450	6.1%	6.1%
502081 Worker's Comp Ins	20,297	20,906	3.0%	609	21,533	21,533	3.0%	3.0%
502101 Holiday Pay	25,835	25,021	-3.1%	(814)	25,350	25,350	1.3%	1.3%
502103 Floating Holiday	14,288	14,158	-0.9%	(129)	14,158	14,158	0.0%	0.0%
502109 Sick Leave	38,753	37,532	-3.1%	(1,221)	38,026	38,026	1.3%	1.3%
502111 Annual Leave	88,326	85,559	-3.1%	(2,767)	86,681	86,681	1.3%	1.3%
502121 Other Paid Absence	6,055	5,864	-3.1%	(191)	5,942	5,942	1.3%	1.3%
502251 Phys. Exams	-	-	0.0%	-	-	-	0.0%	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	-	-	0.0%	0.0%
502999 Other Fringe Benefits	4,136	4,129	-0.2%	(7)	4,136	4,136	0.2%	0.2%
Totals	653,072	690,437	5.7%	37,365	723,957	723,957	4.9%	4.9%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET**

Finance - 1200

ACCOUNT	Jun-18	May-19	% CHANGE		\$ CHANGE		% CHANGE	
	BUDGET FY19	BUDGET FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20
SERVICES								
503011 Accting/Audit Fees	105,000	105,000	0.0%	-	106,500	-	1.4%	
503012 Admin/Bank Fees	380,000	417,244	9.8%	37,244	430,243		3.1%	
503031 Prof/Technical Fees	36,600	41,005	12.0%	4,405	11,268		-72.5%	
503032 Legislative Services	-	-	0.0%	-	-		0.0%	
503033 Legal Services	-	-	0.0%	-	-		0.0%	
503034 Pre-Employment Exams	-	-	0.0%	-	-		0.0%	
503041 Temp Help	-	-	0.0%	-	-		0.0%	
503161 Custodial Services	-	-	0.0%	-	-		0.0%	
503162 Uniforms/Laundry	-	-	0.0%	-	-		0.0%	
503171 Security Services	-	-	0.0%	-	-		0.0%	
503221 Classified/Legal Ads	-	-	0.0%	-	-		0.0%	
503222 Legal Ads	-	-	0.0%	-	-		0.0%	
503225 Graphic Services	-	-	0.0%	-	-		0.0%	
503351 Repair - Bldg & Impr	-	-	0.0%	-	-		0.0%	
503352 Repair - Equipment	-	-	0.0%	-	-		0.0%	
503353 Repair - Rev Vehicle	-	-	0.0%	-	-		0.0%	
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-		0.0%	
503363 Haz Mat Disposal	-	-	0.0%	-	-		0.0%	
Totals	521,600	563,249	8.0%	41,649	548,011		-2.7%	
MOBILE MATERIALS & SUPPLIES								
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-		0.0%	
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-		0.0%	
504021 Tires & Tubes	-	-	0.0%	-	-		0.0%	
504161 Other Mobile Supplies	-	-	0.0%	-	-		0.0%	
504191 Rev Vehicle Parts	-	-	0.0%	-	-		0.0%	
Totals	-	-	0.0%	-	-		0.0%	

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY20 & FY21 OPERATING BUDGET

Finance - 1200

ACCOUNT	Jun-18	May-19	% CHANGE		\$ CHANGE		% CHANGE	
	BUDGET FY19	BUDGET FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20
OTHER MATERIALS & SUPPLIES								
504205 Freight Out	-	-	0.0%	-	-	-	0.0%	0.0%
504211 Postage & Mailing	-	-	0.0%	-	-	-	0.0%	0.0%
504214 Promotional Items	-	-	0.0%	-	-	-	0.0%	0.0%
504215 Printing	1,050	1,175	11.9%	125	1,050	1,050	-10.6%	-10.6%
504217 Photo Supp/Process	-	-	0.0%	-	-	-	0.0%	0.0%
504311 Office Supplies	-	-	0.0%	-	-	-	0.0%	0.0%
504315 Safety Supplies	-	-	0.0%	-	-	-	0.0%	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	-	-	0.0%	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	-	-	0.0%	0.0%
504417 Tenant Repairs	-	-	0.0%	-	-	-	0.0%	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	-	-	0.0%	0.0%
504511 Small Tools	-	-	0.0%	-	-	-	0.0%	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	-	-	0.0%	0.0%
Totals	1,050	1,175	11.9%	125	1,050	1,050	-10.6%	-10.6%
UTILITIES								
505011 Gas & Electric	-	-	0.0%	-	-	-	0.0%	0.0%
505021 Water & Garbage	-	-	0.0%	-	-	-	0.0%	0.0%
505031 Telecommunications	-	-	0.0%	-	-	-	0.0%	0.0%
Totals	-	-	0.0%	-	-	-	0.0%	0.0%
CASUALTY & LIABILITY								
506011 Insurance - Property	60,808	64,329	5.8%	3,521	66,487	66,487	3.4%	3.4%
506015 Insurance - PL/PD	402,021	536,479	33.4%	134,458	590,127	590,127	10.0%	10.0%
506021 Insurance - Other	30,080	30,179	0.3%	99	31,084	31,084	3.0%	3.0%
506123 Settlement Costs	-	-	0.0%	-	-	-	0.0%	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	-	-	0.0%	0.0%
Totals	492,909	630,987	28.0%	138,078	687,698	687,698	9.0%	9.0%
TAXES								
507051 Fuel Tax	-	-	0.0%	-	-	-	0.0%	0.0%
507201 Licenses & Permits	-	-	0.0%	-	-	-	0.0%	0.0%
507999 Other Taxes	-	-	0.0%	-	-	-	0.0%	0.0%
Totals	-	-	0.0%	-	-	-	0.0%	0.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET**

Finance - 1200

ACCOUNT	Jun-18	May-19	% CHANGE		\$ CHANGE		% CHANGE	
	BUDGET FY19	BUDGET FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20
MISC EXPENSE								
509011 Dues/Subscriptions	850	620	-27.1%	(230)	627	1.1%		
509081 Advertising - District Promo	-	-	0.0%	-	-	0.0%		
509101 Employee Incentive Program	-	-	0.0%	-	-	0.0%		
509121 Employee Training	3,150	3,150	0.0%	-	1,800	-42.9%		
509122 BOD Travel	-	-	0.0%	-	-	0.0%		
509123 Travel	12,000	12,000	0.0%	-	12,000	0.0%		
509125 Local Meeting Expense	-	-	0.0%	-	-	0.0%		
509127 Board Director Fees	-	-	0.0%	-	-	0.0%		
509150 Contributions	-	-	0.0%	-	-	0.0%		
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%		
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%		
Totals	16,000	15,770	-1.4%	(230)	14,427	-8.5%		
INTEREST EXPENSE								
511102 Interest Expense	39,617	32,097	-19.0%	(7,520)	24,346	-24.1%		
Totals	39,617	32,097	-19.0%	(7,520)	24,346	-24.1%		
LEASES & RENTALS								
512011 Facility Lease	-	-	0.0%	-	-	0.0%		
512061 Equipment Rental	-	-	0.0%	-	-	0.0%		
Totals	-	-	0.0%	-	-	0.0%		
PERSONNEL TOTAL	1,334,848	1,351,659	1.3%	16,811	1,393,891	3.1%		
NON-PERSONNEL TOTAL	1,071,176	1,243,278	16.1%	172,102	1,275,532	2.6%		
DEPARTMENT TOTALS	2,406,024	2,594,937	7.9%	188,913	2,669,423	2.9%		

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
 Marketing, Communications, & Customer Service - 1300

ACCOUNT	Jun-18	May-19	% CHANGE		\$ CHANGE		% CHANGE	
	BUDGET FY19	BUDGET FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20
LABOR								
501011 Bus Operator Pay	-	-	0.0%	-	-	-	0.0%	0.0%
501013 Bus Operator OT	-	-	0.0%	-	-	-	0.0%	0.0%
501021 Other Salaries	630,982	773,853	22.6%	142,871	794,272	794,272	2.6%	2.6%
501023 Other OT	21,000	18,000	-14.3%	(3,000)	18,475	18,475	2.6%	2.6%
Totals	651,982	791,853	21.5%	139,871	812,747	812,747	2.6%	2.6%
FRINGE BENEFITS								
502011 Medicare/Soc. Sec.	11,532	13,983	21.3%	2,451	14,346	14,346	2.6%	2.6%
502021 Retirement	207,541	278,696	34.3%	71,155	305,543	305,543	9.6%	9.6%
502031 Medical Ins	294,340	383,395	30.3%	89,054	399,565	399,565	4.2%	4.2%
502041 Dental Ins	19,277	22,012	14.2%	2,734	22,337	22,337	1.5%	1.5%
502045 Vision Ins	4,456	5,381	20.8%	925	5,543	5,543	3.0%	3.0%
502051 Life Ins/AD&D	1,650	1,992	20.8%	342	2,052	2,052	3.0%	3.0%
502060 State Disability Ins (SDI)	8,192	9,933	21.3%	1,741	10,496	10,496	5.7%	5.7%
502061 Long Term Disability Ins	4,751	7,456	56.9%	2,705	7,430	7,430	-0.3%	-0.3%
502071 State Unemployment Ins (SUI)	2,884	2,904	0.7%	20	3,081	3,081	6.1%	6.1%
502081 Worker's Comp Ins	37,694	38,825	3.0%	1,131	39,990	39,990	3.0%	3.0%
502101 Holiday Pay	23,441	28,686	22.4%	5,245	29,442	29,442	2.6%	2.6%
502103 Floating Holiday	2,283	4,794	110.0%	2,512	5,034	5,034	5.0%	5.0%
502109 Sick Leave	35,162	43,029	22.4%	7,867	44,163	44,163	2.6%	2.6%
502111 Annual Leave	76,960	89,252	16.0%	12,292	91,090	91,090	2.1%	2.1%
502121 Other Paid Absence	5,494	6,723	22.4%	1,229	6,900	6,900	2.6%	2.6%
502251 Phys. Exams	-	-	0.0%	-	-	-	0.0%	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	-	-	0.0%	0.0%
502999 Other Fringe Benefits	2,578	2,437	-5.5%	(141)	2,452	2,452	0.6%	0.6%
Totals	738,235	939,498	27.3%	201,263	989,465	989,465	5.3%	5.3%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY20 & FY21 OPERATING BUDGET Marketing, Communications, & Customer Service - 1300

ACCOUNT	Jun-18	May-19	% CHANGE		\$ CHANGE		% CHANGE	
	BUDGET FY19	BUDGET FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20
SERVICES								
503011 Accting/Audit Fees	-	-	0.0%	-	-	-	0.0%	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	-	-	0.0%	0.0%
503031 Prof/Technical Fees	9,980	110,864	1010.9%	100,884	86,264	-22.2%		
503032 Legislative Services	-	-	0.0%	-	-	0.0%	0.0%	0.0%
503033 Legal Services	-	-	0.0%	-	-	0.0%	0.0%	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	-	0.0%	0.0%	0.0%
503041 Temp Help	-	-	0.0%	-	-	0.0%	0.0%	0.0%
503161 Custodial Services	-	-	0.0%	-	-	0.0%	0.0%	0.0%
503162 Uniforms/Laundry	960	1,300	35.4%	340	1,300	0.0%		
503171 Security Services	-	-	0.0%	-	-	0.0%	0.0%	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	-	0.0%	0.0%	0.0%
503222 Legal Ads	-	-	0.0%	-	-	0.0%	0.0%	0.0%
503225 Graphic Services	-	50,000	100.0%	50,000	50,000	0.0%		
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	0.0%	0.0%	0.0%
503352 Repair - Equipment	2,000	2,000	0.0%	-	2,000	0.0%		
503353 Repair - Rev Vehicle	-	-	0.0%	-	-	0.0%	0.0%	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	0.0%	0.0%	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	-	0.0%	0.0%	0.0%
Totals	12,940	164,164	1168.7%	151,224	139,564	-15.0%		
MOBILE MATERIALS & SUPPLIES								
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	0.0%	0.0%	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	0.0%	0.0%	0.0%
504021 Tires & Tubes	-	-	0.0%	-	-	0.0%	0.0%	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%	0.0%	0.0%
504191 Rev Vehicle Parts	500	500	0.0%	-	720	44.0%		
Totals	500	500	0.0%	-	720	44.0%		

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY20 & FY21 OPERATING BUDGET Marketing, Communications, & Customer Service - 1300

ACCOUNT	Jun-18	May-19	% CHANGE		\$ CHANGE		% CHANGE		
	BUDGET FY19	BUDGET FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20	
OTHER MATERIALS & SUPPLIES									
504205 Freight Out	-	-	0.0%	-	-	-	0.0%	-	0.0%
504211 Postage & Mailing	3,000	3,500	16.7%	500	3,500	3,500	0.0%	3,500	0.0%
504214 Promotional Items	21,350	20,700	-3.0%	(650)	21,350	21,350	3.1%	21,350	3.1%
504215 Printing	800	800	0.0%	-	800	800	0.0%	800	0.0%
504217 Photo Supp/Process	3,400	2,000	-41.2%	(1,400)	2,000	2,000	0.0%	2,000	0.0%
504311 Office Supplies	6,500	4,500	-30.8%	(2,000)	4,500	4,500	0.0%	4,500	0.0%
504315 Safety Supplies	-	-	0.0%	-	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	-	-	0.0%	-	0.0%
504417 Tenant Repairs	-	-	0.0%	-	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	0.0%	-	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	-	-	0.0%	-	0.0%
Totals	35,050	31,500	-10.1%	(3,550)	32,150	32,150	2.1%		
UTILITIES									
505011 Gas & Electric	-	-	0.0%	-	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	0.0%	-	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	-	-	0.0%		
CASUALTY & LIABILITY									
506011 Insurance - Property	-	-	0.0%	-	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	-	-	0.0%		
TAXES									
507051 Fuel Tax	-	-	0.0%	-	-	-	0.0%	-	0.0%
507201 Licenses & Permits	5,600	10,000	78.6%	4,400	10,000	10,000	0.0%	10,000	0.0%
507999 Other Taxes	-	-	0.0%	-	-	-	0.0%	-	0.0%
Totals	5,600	10,000	78.6%	4,400	10,000	10,000	0.0%		

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
 Marketing, Communications, & Customer Service - 1300

ACCOUNT	Jun-18	May-19	% CHANGE		\$ CHANGE		% CHANGE	
	BUDGET FY19	BUDGET FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20
MISC EXPENSE								
509011 Dues/Subscriptions	200	200	0.0%	-	-	200	0.0%	0.0%
509081 Advertising - District Promo	5,000	5,000	0.0%	-	-	5,000	0.0%	0.0%
509101 Employee Incentive Program	-	200	100.0%	200	200	200	0.0%	0.0%
509121 Employee Training	5,500	5,500	0.0%	-	-	5,500	0.0%	0.0%
509122 BOD Travel	-	-	0.0%	-	-	-	0.0%	0.0%
509123 Travel	3,000	6,000	100.0%	3,000	3,000	6,000	0.0%	0.0%
509125 Local Meeting Expense	-	200	100.0%	200	200	200	0.0%	0.0%
509127 Board Director Fees	-	-	0.0%	-	-	-	0.0%	0.0%
509150 Contributions	-	-	0.0%	-	-	-	0.0%	0.0%
509198 Cash Over/Short	-	-	0.0%	-	-	-	0.0%	0.0%
509999 Other Misc Expense	-	-	0.0%	-	-	-	0.0%	0.0%
Totals	13,700	17,100	24.8%	3,400	3,400	17,100	0.0%	0.0%
INTEREST EXPENSE								
511102 Interest Expense	-	-	0.0%	-	-	-	0.0%	0.0%
Totals	-	-	0.0%	-	-	-	0.0%	0.0%
LEASES & RENTALS								
512011 Facility Lease	-	-	0.0%	-	-	-	0.0%	0.0%
512061 Equipment Rental	4,300	4,000	-7.0%	(300)	(300)	4,000	0.0%	0.0%
Totals	4,300	4,000	-7.0%	(300)	(300)	4,000	0.0%	0.0%
PERSONNEL TOTAL	1,390,217	1,731,351	24.5%	341,133	341,133	1,802,212	4.1%	4.1%
NON-PERSONNEL TOTAL	72,090	227,264	215.3%	155,174	155,174	203,534	-10.4%	-10.4%
DEPARTMENT TOTALS	1,462,307	1,958,615	33.9%	496,307	496,307	2,005,746	2.4%	2.4%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET**

Human Resources - 1400

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
LABOR						
501011 Bus Operator Pay	-	-	0.0%	-	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	-	0.0%
501021 Other Salaries	465,970	469,780	0.8%	3,810	476,749	1.5%
501023 Other OT	7,200	4,678	-35.0%	(2,522)	4,747	1.5%
Totals	473,170	474,458	0.3%	1,288	481,496	1.5%
FRINGE BENEFITS						
502011 Medicare/Soc. Sec.	8,344	8,366	0.3%	22	8,490	1.5%
502021 Retirement	152,304	168,534	10.7%	16,230	182,771	8.4%
502031 Medical Ins	81,111	109,087	34.5%	27,976	113,732	4.3%
502041 Dental Ins	5,189	7,012	35.1%	1,823	7,116	1.5%
502045 Vision Ins	1,844	1,899	3.0%	55	1,956	3.0%
502051 Life Ins/AD&D	883	806	-8.7%	(77)	831	3.0%
502060 State Disability Ins (SDI)	5,341	5,424	1.6%	83	5,717	5.4%
502061 Long Term Disability Ins	3,611	3,773	4.5%	162	3,713	-1.6%
502071 State Unemployment Ins (SUI)	1,082	1,025	-5.2%	(57)	1,087	6.1%
502081 Worker's Comp Ins	14,498	14,933	3.0%	435	15,381	3.0%
502101 Holiday Pay	17,423	17,548	0.7%	124	17,809	1.5%
502103 Floating Holiday	11,677	12,146	4.0%	469	12,392	2.0%
502109 Sick Leave	26,135	26,321	0.7%	186	26,714	1.5%
502111 Annual Leave	42,947	42,363	-1.4%	(584)	42,940	1.4%
502121 Other Paid Absence	4,084	4,113	0.7%	29	4,174	1.5%
502251 Phys. Exams	-	-	0.0%	-	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	-	0.0%
502999 Other Fringe Benefits	4,067	4,072	0.1%	5	4,077	0.1%
Totals	380,538	427,421	12.3%	46,882	448,899	5.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET**

Human Resources - 1400

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	% CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
SERVICES							
503011 Acting/Audit Fees	-	-	0.0%	-	-	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	-	-	0.0%
503031 Prof/Technical Fees	131,988	81,595	-38.2%	(50,393)	81,595	81,595	0.0%
503032 Legislative Services	-	-	0.0%	-	-	-	0.0%
503033 Legal Services	-	-	0.0%	-	-	-	0.0%
503034 Pre-Employment Exams	5,525	7,450	34.8%	1,925	7,450	7,450	0.0%
503041 Temp Help	-	-	0.0%	-	-	-	0.0%
503161 Custodial Services	-	-	0.0%	-	-	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	-	-	0.0%
503171 Security Services	-	-	0.0%	-	-	-	0.0%
503221 Classified/Legal Ads	9,500	14,700	54.7%	5,200	14,700	14,700	0.0%
503222 Legal Ads	-	-	0.0%	-	-	-	0.0%
503225 Graphic Services	-	-	0.0%	-	-	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	-	0.0%
503352 Repair - Equipment	-	-	0.0%	-	-	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	-	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	-	-	0.0%
Totals	147,013	103,745	-29.4%	(43,268)	103,745	103,745	0.0%
MOBILE MATERIALS & SUPPLIES							
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	-	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	-	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	-	-	0.0%
Totals	-	-	0.0%	-	-	-	0.0%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY20 & FY21 OPERATING BUDGET

Human Resources - 1400

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	May-19	% CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21	BUDGET FY21	BUDG FY20 BUDG FY21
OTHER MATERIALS & SUPPLIES								
504205 Freight Out	-	-	0.0%	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	0.0%	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	0.0%	-	-	0.0%	-	0.0%
504215 Printing	2,000	2,000	0.0%	-	2,000	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	-	0.0%	-	0.0%
504311 Office Supplies	-	-	0.0%	-	-	0.0%	-	0.0%
504315 Safety Supplies	-	-	0.0%	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	-	0.0%	-	0.0%
504417 Tenant Repairs	-	-	0.0%	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	0.0%	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	-	0.0%	-	0.0%
Totals	2,000	2,000	0.0%	-	2,000	0.0%	-	0.0%
UTILITIES								
505011 Gas & Electric	-	-	0.0%	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	0.0%	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY								
506011 Insurance - Property	-	-	0.0%	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	0.0%
TAXES								
507051 Fuel Tax	-	-	0.0%	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
 Human Resources - 1400

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
MISC EXPENSE						
509011 Dues/Subscriptions	2,350	2,586	10.0%	236	3,435	32.8%
509081 Advertising - District Promo	-	-	0.0%	-	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	-	0.0%
509121 Employee Training	25,000	27,000	8.0%	2,000	28,040	3.9%
509122 BOD Travel	-	-	0.0%	-	-	0.0%
509123 Travel	2,500	4,000	60.0%	1,500	4,000	0.0%
509125 Local Meeting Expense	500	800	60.0%	300	800	0.0%
509127 Board Director Fees	-	-	0.0%	-	-	0.0%
509150 Contributions	-	-	0.0%	-	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%
Totals	30,350	34,386	13.3%	4,036	36,275	5.5%
INTEREST EXPENSE						
511102 Interest Expense	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%
LEASES & RENTALS						
512011 Facility Lease	-	-	0.0%	-	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%
PERSONNEL TOTAL	853,708	901,879	5.6%	48,171	930,396	3.2%
NON-PERSONNEL TOTAL	179,363	140,131	-21.9%	(39,232)	142,020	1.3%
DEPARTMENT TOTALS	1,033,070	1,042,009	0.9%	8,938	1,072,415	2.9%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
 Information Technology - 1500

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
LABOR						
501011 Bus Operator Pay	-	-	0.0%	-	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	-	0.0%
501021 Other Salaries	466,931	485,408	4.0%	18,477	488,727	0.7%
501023 Other OT	1,600	2,427	51.7%	827	2,444	0.7%
Totals	468,531	487,835	4.1%	19,304	491,171	0.7%
FRINGE BENEFITS						
502011 Medicare/Soc. Sec.	8,499	8,830	3.9%	331	8,888	0.7%
502021 Retirement	156,675	178,629	14.0%	21,954	192,138	7.6%
502031 Medical Ins	104,656	112,246	7.3%	7,590	117,290	4.5%
502041 Dental Ins	5,518	5,414	-1.9%	(104)	5,494	1.5%
502045 Vision Ins	1,537	1,583	3.0%	46	1,630	3.0%
502051 Life Ins/AD&D	870	1,117	28.4%	247	1,150	3.0%
502060 State Disability Ins (SDI)	4,951	5,292	6.9%	341	5,571	5.3%
502061 Long Term Disability Ins	3,560	3,843	7.9%	283	3,731	-2.9%
502071 State Unemployment Ins (SUI)	901	854	-5.2%	(47)	906	6.1%
502081 Worker's Comp Ins	14,498	14,933	3.0%	435	15,381	3.0%
502101 Holiday Pay	17,986	18,663	3.8%	677	18,786	0.7%
502103 Floating Holiday	18,525	19,297	4.2%	772	19,297	0.0%
502109 Sick Leave	26,979	27,995	3.8%	1,016	28,179	0.7%
502111 Annual Leave	49,907	50,813	1.8%	906	51,151	0.7%
502121 Other Paid Absence	4,215	4,374	3.8%	159	4,403	0.7%
502251 Phys. Exams	-	-	0.0%	-	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	-	0.0%
502999 Other Fringe Benefits	5,989	5,993	0.1%	4	5,998	0.1%
Totals	425,266	459,875	8.1%	34,609	479,993	4.4%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
 Information Technology - 1500

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
SERVICES						
503011 Acting/Audit Fees	-	-	0.0%	-	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	-	0.0%
503031 Prof/Technical Fees	16,400	6,400	-61.0%	(10,000)	6,400	0.0%
503032 Legislative Services	-	-	0.0%	-	-	0.0%
503033 Legal Services	-	-	0.0%	-	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	-	0.0%
503041 Temp Help	-	-	0.0%	-	-	0.0%
503161 Custodial Services	-	-	0.0%	-	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	-	0.0%
503171 Security Services	-	-	0.0%	-	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	-	0.0%
503222 Legal Ads	-	-	0.0%	-	-	0.0%
503225 Graphic Services	-	-	0.0%	-	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	0.0%
503352 Repair - Equipment	310,800	346,300	11.4%	35,500	339,210	-2.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	-	0.0%
Totals	327,200	352,700	7.8%	25,500	345,610	-2.0%
MOBILE MATERIALS & SUPPLIES						
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY20 & FY21 OPERATING BUDGET Information Technology - 1500

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
OTHER MATERIALS & SUPPLIES						
504205 Freight Out	-	-	0.0%	-	-	0.0%
504211 Postage & Mailing	-	-	0.0%	-	-	0.0%
504214 Promotional Items	-	-	0.0%	-	-	0.0%
504215 Printing	-	-	0.0%	-	-	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	-	0.0%
504311 Office Supplies	30,800	30,800	0.0%	-	30,800	0.0%
504315 Safety Supplies	-	-	0.0%	-	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	-	0.0%
504417 Tenant Repairs	-	-	0.0%	-	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	-	0.0%
504511 Small Tools	-	-	0.0%	-	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	-	0.0%
Totals	30,800	30,800	0.0%	-	30,800	0.0%
UTILITIES						
505011 Gas & Electric	-	-	0.0%	-	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	-	0.0%
505031 Telecommunications	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%
CASUALTY & LIABILITY						
506011 Insurance - Property	-	-	0.0%	-	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%
TAXES						
507051 Fuel Tax	-	-	0.0%	-	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	-	0.0%
507999 Other Taxes	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
 Information Technology - 1500

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
MISC EXPENSE						
509011 Dues/Subscriptions	-	-	0.0%	-	-	0.0%
509081 Advertising - District Promo	-	-	0.0%	-	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	-	0.0%
509121 Employee Training	1,100	1,100	0.0%	-	1,100	0.0%
509122 BOD Travel	-	-	0.0%	-	-	0.0%
509123 Travel	2,000	2,000	0.0%	-	2,000	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	-	0.0%
509150 Contributions	-	-	0.0%	-	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%
Totals	3,100	3,100	0.0%	-	3,100	0.0%
INTEREST EXPENSE						
511102 Interest Expense	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%
LEASES & RENTALS						
512011 Facility Lease	-	-	0.0%	-	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%
PERSONNEL TOTAL	893,797	947,710	6.0%	53,913	971,164	2.5%
NON-PERSONNEL TOTAL	361,100	386,600	7.1%	25,500	379,510	-1.8%
DEPARTMENT TOTALS	1,254,897	1,334,310	6.3%	79,413	1,350,674	1.2%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
 Planning, Grants, Governmental Affairs - 1600

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
LABOR						
501011 Bus Operator Pay	-	-	0.0%	-	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	-	0.0%
501021 Other Salaries	420,333	424,331	1.0%	3,997	421,649	-0.6%
501023 Other OT	10,375	4,243	-59.1%	(6,132)	4,216	-0.6%
Totals	430,708	428,574	-0.5%	(2,134)	425,866	-0.6%
FRINGE BENEFITS						
502011 Medicare/Soc. Sec.	7,580	7,581	0.0%	1	7,537	-0.6%
502021 Retirement	137,331	152,723	11.2%	15,392	162,251	6.2%
502031 Medical Ins	104,970	103,917	-1.0%	(1,053)	108,629	4.5%
502041 Dental Ins	6,303	6,440	2.2%	137	6,275	-2.6%
502045 Vision Ins	1,537	1,912	24.4%	375	1,884	-1.4%
502051 Life Ins/AD&D	669	806	20.5%	137	801	-0.7%
502060 State Disability Ins (SDI)	4,772	5,029	5.4%	256	5,081	1.1%
502061 Long Term Disability Ins	2,808	3,291	17.2%	483	3,113	-5.4%
502071 State Unemployment Ins (SUI)	901	854	-5.2%	(47)	1,087	27.3%
502081 Worker's Comp Ins	14,498	14,933	3.0%	435	15,381	3.0%
502101 Holiday Pay	15,414	15,956	3.5%	543	15,864	-0.6%
502103 Floating Holiday	7,372	6,568	-10.9%	(803)	6,568	0.0%
502109 Sick Leave	23,121	23,935	3.5%	814	23,796	-0.6%
502111 Annual Leave	42,521	44,056	3.6%	1,535	43,979	-0.2%
502121 Other Paid Absence	3,613	3,740	3.5%	127	3,718	-0.6%
502251 Phys. Exams	-	-	0.0%	-	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	-	0.0%
502999 Other Fringe Benefits	2,089	3,322	59.0%	1,233	3,027	-8.9%
Totals	375,498	395,063	5.2%	19,565	408,992	3.5%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
 Planning, Grants, Governmental Affairs - 1600

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
SERVICES						
503011 Acting/Audit Fees	-	-	0.0%	-	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	-	0.0%
503031 Prof/Technical Fees	390,000	495,000	26.9%	105,000	180,000	-63.6%
503032 Legislative Services	-	-	0.0%	-	-	0.0%
503033 Legal Services	-	-	0.0%	-	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	-	0.0%
503041 Temp Help	-	-	0.0%	-	-	0.0%
503161 Custodial Services	-	-	0.0%	-	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	-	0.0%
503171 Security Services	-	-	0.0%	-	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	-	0.0%
503222 Legal Ads	-	-	0.0%	-	-	0.0%
503225 Graphic Services	-	-	0.0%	-	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	0.0%
503352 Repair - Equipment	-	-	0.0%	-	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	-	0.0%
Totals	390,000	495,000	26.9%	105,000	180,000	-63.6%
MOBILE MATERIALS & SUPPLIES						
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY20 & FY21 OPERATING BUDGET Planning, Grants, Governmental Affairs - 1600

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
OTHER MATERIALS & SUPPLIES						
504205 Freight Out	-	-	0.0%	-	-	0.0%
504211 Postage & Mailing	-	-	0.0%	-	-	0.0%
504214 Promotional Items	-	-	0.0%	-	-	0.0%
504215 Printing	35,000	35,000	0.0%	-	35,000	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	-	0.0%
504311 Office Supplies	-	-	0.0%	-	-	0.0%
504315 Safety Supplies	-	-	0.0%	-	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	-	0.0%
504417 Tenant Repairs	-	-	0.0%	-	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	-	0.0%
504511 Small Tools	-	-	0.0%	-	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	-	0.0%
Totals	35,000	35,000	0.0%	-	35,000	0.0%
UTILITIES						
505011 Gas & Electric	-	-	0.0%	-	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	-	0.0%
505031 Telecommunications	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%
CASUALTY & LIABILITY						
506011 Insurance - Property	-	-	0.0%	-	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%
TAXES						
507051 Fuel Tax	-	-	0.0%	-	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	-	0.0%
507999 Other Taxes	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY20 & FY21 OPERATING BUDGET Planning, Grants, Governmental Affairs - 1600

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
MISC EXPENSE						
509011 Dues/Subscriptions	-	-	0.0%	-	-	0.0%
509081 Advertising - District Promo	-	-	0.0%	-	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	-	0.0%
509121 Employee Training	4,500	4,500	0.0%	-	4,500	0.0%
509122 BOD Travel	-	-	0.0%	-	-	0.0%
509123 Travel	6,500	6,500	0.0%	-	6,500	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	-	0.0%
509150 Contributions	-	-	0.0%	-	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%
Totals	11,000	11,000	0.0%	-	11,000	0.0%
INTEREST EXPENSE						
511102 Interest Expense	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%
LEASES & RENTALS						
512011 Facility Lease	-	-	0.0%	-	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%
PERSONNEL TOTAL	806,207	823,637	2.2%	17,430	834,858	1.4%
NON-PERSONNEL TOTAL	436,000	541,000	24.1%	105,000	226,000	-58.2%
DEPARTMENT TOTALS	1,242,207	1,364,637	9.9%	122,430	1,060,858	-22.3%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
 District General Counsel - 1700

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
LABOR						
501011 Bus Operator Pay	-	-	0.0%	-	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	-	0.0%
501021 Other Salaries	-	-	0.0%	-	-	0.0%
501023 Other OT	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%
FRINGE BENEFITS						
502011 Medicare/Soc. Sec.	-	-	0.0%	-	-	0.0%
502021 Retirement	-	-	0.0%	-	-	0.0%
502031 Medical Ins	-	-	0.0%	-	-	0.0%
502041 Dental Ins	-	-	0.0%	-	-	0.0%
502045 Vision Ins	-	-	0.0%	-	-	0.0%
502051 Life Ins/AD&D	-	-	0.0%	-	-	0.0%
502060 State Disability Ins (SDI)	-	-	0.0%	-	-	0.0%
502061 Long Term Disability Ins	-	-	0.0%	-	-	0.0%
502071 State Unemployment Ins (SUI)	-	-	0.0%	-	-	0.0%
502081 Worker's Comp Ins	-	-	0.0%	-	-	0.0%
502101 Holiday Pay	-	-	0.0%	-	-	0.0%
502103 Floating Holiday	-	-	0.0%	-	-	0.0%
502109 Sick Leave	-	-	0.0%	-	-	0.0%
502111 Annual Leave	-	-	0.0%	-	-	0.0%
502121 Other Paid Absence	-	-	0.0%	-	-	0.0%
502251 Phys. Exams	-	-	0.0%	-	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	-	0.0%
502999 Other Fringe Benefits	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
 District General Counsel - 1700

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
SERVICES						
503011 Acting/Audit Fees	-	-	0.0%	-	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	-	0.0%
503031 Prof/Technical Fees	-	-	0.0%	-	-	0.0%
503032 Legislative Services	-	-	0.0%	-	-	0.0%
503033 Legal Services	400,000	400,000	0.0%	-	400,000	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	-	0.0%
503041 Temp Help	-	-	0.0%	-	-	0.0%
503161 Custodial Services	-	-	0.0%	-	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	-	0.0%
503171 Security Services	-	-	0.0%	-	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	-	0.0%
503222 Legal Ads	-	-	0.0%	-	-	0.0%
503225 Graphic Services	-	-	0.0%	-	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	0.0%
503352 Repair - Equipment	-	-	0.0%	-	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	-	0.0%
Totals	400,000	400,000	0.0%	-	400,000	0.0%
MOBILE MATERIALS & SUPPLIES						
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY20 & FY21 OPERATING BUDGET District General Counsel - 1700

ACCOUNT	Jun-18	May-19	% CHANGE		\$ CHANGE		% CHANGE	
	BUDGET FY19	BUDGET FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20
OTHER MATERIALS & SUPPLIES								
504205 Freight Out	-	-	0.0%	-	-	-	0.0%	0.0%
504211 Postage & Mailing	-	-	0.0%	-	-	-	0.0%	0.0%
504214 Promotional Items	-	-	0.0%	-	-	-	0.0%	0.0%
504215 Printing	-	-	0.0%	-	-	-	0.0%	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	-	-	0.0%	0.0%
504311 Office Supplies	-	-	0.0%	-	-	-	0.0%	0.0%
504315 Safety Supplies	-	-	0.0%	-	-	-	0.0%	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	-	-	0.0%	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	-	-	0.0%	0.0%
504417 Tenant Repairs	-	-	0.0%	-	-	-	0.0%	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	-	-	0.0%	0.0%
504511 Small Tools	-	-	0.0%	-	-	-	0.0%	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	-	-	0.0%	0.0%
Totals	-	-	0.0%	-	-	-	0.0%	0.0%
UTILITIES								
505011 Gas & Electric	-	-	0.0%	-	-	-	0.0%	0.0%
505021 Water & Garbage	-	-	0.0%	-	-	-	0.0%	0.0%
505031 Telecommunications	-	-	0.0%	-	-	-	0.0%	0.0%
Totals	-	-	0.0%	-	-	-	0.0%	0.0%
CASUALTY & LIABILITY								
506011 Insurance - Property	-	-	0.0%	-	-	-	0.0%	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	-	-	0.0%	0.0%
506021 Insurance - Other	-	-	0.0%	-	-	-	0.0%	0.0%
506123 Settlement Costs	-	-	0.0%	-	-	-	0.0%	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	-	-	0.0%	0.0%
Totals	-	-	0.0%	-	-	-	0.0%	0.0%
TAXES								
507051 Fuel Tax	-	-	0.0%	-	-	-	0.0%	0.0%
507201 Licenses & Permits	-	-	0.0%	-	-	-	0.0%	0.0%
507999 Other Taxes	-	-	0.0%	-	-	-	0.0%	0.0%
Totals	-	-	0.0%	-	-	-	0.0%	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
 District General Counsel - 1700

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
MISC EXPENSE						
509011 Dues/Subscriptions	-	-	0.0%	-	-	0.0%
509081 Advertising - District Promo	-	-	0.0%	-	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	-	0.0%
509121 Employee Training	-	-	0.0%	-	-	0.0%
509122 BOD Travel	-	-	0.0%	-	-	0.0%
509123 Travel	-	-	0.0%	-	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	-	0.0%
509150 Contributions	-	-	0.0%	-	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%
INTEREST EXPENSE						
511102 Interest Expense	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%
LEASES & RENTALS						
512011 Facility Lease	-	-	0.0%	-	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%
PERSONNEL TOTAL						
	-	-	0.0%	-	-	0.0%
NON-PERSONNEL TOTAL						
	400,000	400,000	0.0%	-	400,000	0.0%
DEPARTMENT TOTALS						
	400,000	400,000	0.0%	-	400,000	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
 Safety, Security, and Risk Management - 1800

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	% CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
LABOR							
501011 Bus Operator Pay	-	-	0.0%	-	-	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	-	-	0.0%
501021 Other Salaries	145,709	164,659	13.0%	18,950	18,950	172,913	5.0%
501023 Other OT	200	823	311.6%	623	623	865	5.0%
Totals	145,909	165,482	13.4%	19,573	19,573	173,777	5.0%
FRINGE BENEFITS							
502011 Medicare/Soc. Sec.	2,633	2,990	13.6%	357	357	3,140	5.0%
502021 Retirement	48,620	60,490	24.4%	11,871	11,871	67,880	12.2%
502031 Medical Ins	27,737	31,049	11.9%	3,312	3,312	32,602	5.0%
502041 Dental Ins	3,645	3,530	-3.2%	(115)	(115)	3,582	1.5%
502045 Vision Ins	615	633	3.0%	18	18	652	3.0%
502051 Life Ins/AD&D	328	338	3.0%	10	10	348	3.0%
502060 State Disability Ins (SDI)	1,870	2,123	13.5%	252	252	2,270	6.9%
502061 Long Term Disability Ins	1,260	1,446	14.8%	186	186	1,404	-2.9%
502071 State Unemployment Ins (SUI)	361	342	-5.2%	(19)	(19)	362	6.1%
502081 Worker's Comp Ins	5,796	5,970	3.0%	174	174	6,149	3.0%
502101 Holiday Pay	5,581	6,320	13.2%	739	739	6,637	5.0%
502103 Floating Holiday	4,296	5,144	19.7%	848	848	5,402	5.0%
502109 Sick Leave	8,372	9,480	13.2%	1,108	1,108	9,955	5.0%
502111 Annual Leave	16,130	18,315	13.5%	2,185	2,185	19,233	5.0%
502121 Other Paid Absence	1,308	1,481	13.2%	173	173	1,556	5.0%
502251 Phys. Exams	-	-	0.0%	-	-	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	-	-	0.0%
502999 Other Fringe Benefits	3,206	3,207	0.1%	2	2	3,209	0.1%
Totals	131,758	152,859	16.0%	21,101	21,101	164,381	7.5%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
 Safety, Security, and Risk Management - 1800

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	% CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
SERVICES							
503011 Acting/Audit Fees	-	-	0.0%	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	0.0%	-	0.0%
503031 Prof/Technical Fees	500	6,200	1140.0%	5,700	6,200	6,200	0.0%
503032 Legislative Services	-	-	0.0%	-	-	-	0.0%
503033 Legal Services	-	-	0.0%	-	-	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	-	-	0.0%
503041 Temp Help	-	-	0.0%	-	-	-	0.0%
503161 Custodial Services	-	-	0.0%	-	-	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	-	-	0.0%
503171 Security Services	-	548,402	100.0%	548,402	548,402	548,402	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	-	-	0.0%
503222 Legal Ads	-	-	0.0%	-	-	-	0.0%
503225 Graphic Services	-	-	0.0%	-	-	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	-	0.0%
503352 Repair - Equipment	-	-	0.0%	-	-	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	-	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	-	-	0.0%
Totals	500	554,602	110820.4%	554,102	554,602	554,602	0.0%
MOBILE MATERIALS & SUPPLIES							
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	-	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	-	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	-	-	0.0%
Totals	-	-	0.0%	-	-	-	0.0%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY20 & FY21 OPERATING BUDGET Safety, Security, and Risk Management - 1800

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
OTHER MATERIALS & SUPPLIES						
504205 Freight Out	-	-	0.0%	-	-	0.0%
504211 Postage & Mailing	-	-	0.0%	-	-	0.0%
504214 Promotional Items	-	-	0.0%	-	-	0.0%
504215 Printing	500	500	0.0%	-	500	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	-	0.0%
504311 Office Supplies	-	-	0.0%	-	-	0.0%
504315 Safety Supplies	1,000	2,500	150.0%	1,500	2,000	-20.0%
504317 Cleaning Supplies	-	-	0.0%	-	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	-	0.0%
504417 Tenant Repairs	-	-	0.0%	-	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	-	0.0%
504511 Small Tools	-	-	0.0%	-	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	-	0.0%
Totals	1,500	3,000	100.0%	1,500	2,500	-16.7%
UTILITIES						
505011 Gas & Electric	-	-	0.0%	-	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	-	0.0%
505031 Telecommunications	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%
CASUALTY & LIABILITY						
506011 Insurance - Property	-	-	0.0%	-	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	-	0.0%
506123 Settlement Costs	150,000	150,000	0.0%	-	150,000	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%
Totals	150,000	150,000	0.0%	-	150,000	0.0%
TAXES						
507051 Fuel Tax	-	-	0.0%	-	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	-	0.0%
507999 Other Taxes	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
 Safety, Security, and Risk Management - 1800

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
MISC EXPENSE						
509011 Dues/Subscriptions	500	500	0.0%	-	500	0.0%
509081 Advertising - District Promo	-	-	0.0%	-	-	0.0%
509101 Employee Incentive Program	-	3,000	100.0%	3,000	3,000	0.0%
509121 Employee Training	5,000	3,000	-40.0%	(2,000)	3,000	0.0%
509122 BOD Travel	-	-	0.0%	-	-	0.0%
509123 Travel	5,000	6,000	20.0%	1,000	6,000	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	-	0.0%
509150 Contributions	-	-	0.0%	-	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%
Totals	10,500	12,500	19.0%	2,000	12,500	0.0%
INTEREST EXPENSE						
511102 Interest Expense	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%
LEASES & RENTALS						
512011 Facility Lease	-	-	0.0%	-	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%
PERSONNEL TOTAL	277,667	318,341	14.6%	40,674	338,158	6.2%
NON-PERSONNEL TOTAL	162,500	720,102	343.1%	557,602	719,602	-0.1%
DEPARTMENT TOTALS	440,167	1,038,443	135.9%	598,276	1,057,760	1.9%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
 FY20 & FY21 OPERATING BUDGET

Purchasing - 1900

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
LABOR						
501011 Bus Operator Pay	-	-	0.0%	-	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	-	0.0%
501021 Other Salaries	484,771	465,079	-4.1%	(19,692)	455,388	-2.1%
501023 Other OT	1,128	2,325	106.2%	1,197	2,277	-2.1%
Totals	485,899	467,405	-3.8%	(18,494)	457,665	-2.1%
FRINGE BENEFITS						
502011 Medicare/Soc. Sec.	8,796	8,441	-4.0%	(354)	8,272	-2.0%
502021 Retirement	162,283	170,760	5.2%	8,477	178,804	4.7%
502031 Medical Ins	143,123	168,214	17.5%	25,091	171,019	1.7%
502041 Dental Ins	8,960	9,030	0.8%	69	8,907	-1.4%
502045 Vision Ins	2,459	2,609	6.1%	151	2,608	0.0%
502051 Life Ins/AD&D	1,011	1,070	5.9%	60	1,072	0.2%
502060 State Disability Ins (SDI)	5,780	5,896	2.0%	116	5,987	1.6%
502061 Long Term Disability Ins	4,004	4,149	3.6%	145	4,045	-2.5%
502071 State Unemployment Ins (SUI)	1,442	1,537	6.6%	95	1,450	-5.7%
502081 Worker's Comp Ins	23,197	23,892	3.0%	695	24,609	3.0%
502101 Holiday Pay	18,630	17,841	-4.2%	(789)	17,482	-2.0%
502103 Floating Holiday	6,918	5,548	-19.8%	(1,369)	5,548	0.0%
502109 Sick Leave	27,945	26,761	-4.2%	(1,183)	26,223	-2.0%
502111 Annual Leave	62,838	60,419	-3.8%	(2,418)	59,433	-1.6%
502121 Other Paid Absence	4,366	4,181	-4.2%	(185)	4,097	-2.0%
502251 Phys. Exams	-	-	0.0%	-	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	-	0.0%
502999 Other Fringe Benefits	2,172	2,186	0.6%	14	2,186	0.0%
Totals	483,923	512,537	5.9%	28,613	521,743	1.8%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET**

Purchasing - 1900

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
SERVICES						
503011 Acting/Audit Fees	-	-	0.0%	-	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	-	0.0%
503031 Prof/Technical Fees	-	35,000	100.0%	35,000	-	-100.0%
503032 Legislative Services	-	-	0.0%	-	-	0.0%
503033 Legal Services	-	-	0.0%	-	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	-	0.0%
503041 Temp Help	-	-	0.0%	-	-	0.0%
503161 Custodial Services	-	-	0.0%	-	-	0.0%
503162 Uniforms/Laundry	850	2,000	135.3%	1,150	2,000	0.0%
503171 Security Services	-	-	0.0%	-	-	0.0%
503221 Classified/Legal Ads	1,200	1,200	0.0%	-	1,200	0.0%
503222 Legal Ads	-	-	0.0%	-	-	0.0%
503225 Graphic Services	-	-	0.0%	-	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	0.0%
503352 Repair - Equipment	-	-	0.0%	-	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	-	0.0%
Totals	2,050	38,200	1763.4%	36,150	3,200	-91.6%
MOBILE MATERIALS & SUPPLIES						
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY20 & FY21 OPERATING BUDGET

Purchasing - 1900

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	May-19	% CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21	BUDGET FY21	BUDG FY20 BUDG FY21
OTHER MATERIALS & SUPPLIES								
504205 Freight Out	-	-	0.0%	-	-	-	-	0.0%
504211 Postage & Mailing	100	100	0.0%	-	100	-	100	0.0%
504214 Promotional Items	-	-	0.0%	-	-	-	-	0.0%
504215 Printing	200	200	0.0%	-	200	-	200	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	-	-	-	0.0%
504311 Office Supplies	1,500	1,500	0.0%	-	1,500	-	1,500	0.0%
504315 Safety Supplies	-	-	0.0%	-	-	-	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	-	-	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	-	-	-	0.0%
504417 Tenant Repairs	-	-	0.0%	-	-	-	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	-	-	-	0.0%
504511 Small Tools	-	-	0.0%	-	-	-	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	-	-	-	0.0%
Totals	1,800	1,800	0.0%	-	1,800	-	1,800	0.0%
UTILITIES								
505011 Gas & Electric	-	-	0.0%	-	-	-	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	-	-	-	0.0%
505031 Telecommunications	-	-	0.0%	-	-	-	-	0.0%
Totals	-	-	0.0%	-	-	-	-	0.0%
CASUALTY & LIABILITY								
506011 Insurance - Property	-	-	0.0%	-	-	-	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	-	-	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	-	-	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	-	-	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	-	-	-	0.0%
Totals	-	-	0.0%	-	-	-	-	0.0%
TAXES								
507051 Fuel Tax	-	-	0.0%	-	-	-	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	-	-	-	0.0%
507999 Other Taxes	-	-	0.0%	-	-	-	-	0.0%
Totals	-	-	0.0%	-	-	-	-	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
 Purchasing - 1900

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
MISC EXPENSE						
509011 Dues/Subscriptions	300	300	0.0%	-	300	0.0%
509081 Advertising - District Promo	-	-	0.0%	-	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	-	0.0%
509121 Employee Training	2,100	2,100	0.0%	-	2,100	0.0%
509122 BOD Travel	-	-	0.0%	-	-	0.0%
509123 Travel	4,500	5,000	11.1%	500	5,000	0.0%
509125 Local Meeting Expense	150	150	0.0%	-	150	0.0%
509127 Board Director Fees	-	-	0.0%	-	-	0.0%
509150 Contributions	-	-	0.0%	-	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%
Totals	7,050	7,550	7.1%	500	7,550	0.0%
INTEREST EXPENSE						
511102 Interest Expense	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%
LEASES & RENTALS						
512011 Facility Lease	-	-	0.0%	-	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%
PERSONNEL TOTAL	969,823	979,942	1.0%	10,119	979,409	-0.1%
NON-PERSONNEL TOTAL	10,900	47,550	336.2%	36,650	12,550	-73.6%
DEPARTMENT TOTALS	980,723	1,027,492	4.8%	46,769	991,959	-3.5%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
 Facilities Maintenance - 2200

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	% CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
LABOR							
501011 Bus Operator Pay	-	-	0.0%	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%	-	0.0%
501021 Other Salaries	725,762	822,151	13.3%	96,389	13.3%	844,859	2.8%
501023 Other OT	41,425	98,658	138.2%	57,233	138.2%	101,383	2.8%
Totals	767,187	920,809	20.0%	153,622	20.0%	946,242	2.8%
FRINGE BENEFITS							
502011 Medicare/Soc. Sec.	13,516	16,134	19.4%	2,618	19.4%	16,577	2.7%
502021 Retirement	238,734	298,623	25.1%	59,889	25.1%	327,877	9.8%
502031 Medical Ins	345,292	387,648	12.3%	42,356	12.3%	402,490	3.8%
502041 Dental Ins	22,553	24,041	6.6%	1,488	6.6%	24,396	1.5%
502045 Vision Ins	5,224	5,698	9.1%	473	9.1%	5,869	3.0%
502051 Life Ins/AD&D	1,934	2,213	14.4%	279	14.4%	2,279	3.0%
502060 State Disability Ins (SDI)	9,601	11,288	17.6%	1,687	17.6%	11,917	5.6%
502061 Long Term Disability Ins	6,762	7,814	15.6%	1,052	15.6%	7,723	-1.2%
502071 State Unemployment Ins (SUI)	3,064	3,074	0.3%	10	0.3%	3,262	6.1%
502081 Worker's Comp Ins	49,293	50,771	3.0%	1,478	3.0%	52,295	3.0%
502101 Holiday Pay	27,406	31,200	13.8%	3,794	13.8%	32,058	2.7%
502103 Floating Holiday	-	5,363	100.0%	5,363	100.0%	5,631	5.0%
502109 Sick Leave	41,109	46,800	13.8%	5,691	13.8%	48,086	2.7%
502111 Annual Leave	89,997	101,174	12.4%	11,177	12.4%	103,725	2.5%
502121 Other Paid Absence	6,423	7,313	13.8%	889	13.8%	7,514	2.7%
502251 Phys. Exams	-	-	0.0%	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%	-	0.0%
502999 Other Fringe Benefits	473	2,466	421.5%	1,993	421.5%	2,481	0.6%
Totals	861,380	1,001,618	16.3%	140,238	16.3%	1,054,180	5.2%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
 Facilities Maintenance - 2200

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	% CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
SERVICES							
503011 Acting/Audit Fees	-	-	0.0%	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	0.0%	-	0.0%
503031 Prof/Technical Fees	30,000	30,000	0.0%	-	0.0%	30,000	0.0%
503032 Legislative Services	-	-	0.0%	-	0.0%	-	0.0%
503033 Legal Services	-	-	0.0%	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	0.0%	-	0.0%
503041 Temp Help	-	-	0.0%	-	0.0%	-	0.0%
503161 Custodial Services	7,000	7,000	0.0%	-	0.0%	7,000	0.0%
503162 Uniforms/Laundry	4,500	2,500	-44.4%	(2,000)	0.0%	2,500	0.0%
503171 Security Services	10,600	10,600	0.0%	-	0.0%	10,600	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	0.0%	-	0.0%
503222 Legal Ads	-	-	0.0%	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	50,000	53,000	6.0%	3,000	0.0%	53,000	0.0%
503352 Repair - Equipment	290,000	300,000	3.4%	10,000	0.0%	300,000	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%	-	0.0%
503363 Haz Mat Disposal	48,400	50,000	3.3%	1,600	0.0%	50,000	0.0%
Totals	440,500	453,100	2.9%	12,600	0.0%	453,100	0.0%
MOBILE MATERIALS & SUPPLIES							
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%	-	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
 Facilities Maintenance - 2200

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
OTHER MATERIALS & SUPPLIES						
504205 Freight Out	-	-	0.0%	-	-	0.0%
504211 Postage & Mailing	-	-	0.0%	-	-	0.0%
504214 Promotional Items	-	-	0.0%	-	-	0.0%
504215 Printing	-	-	0.0%	-	-	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	-	0.0%
504311 Office Supplies	2,000	1,500	-25.0%	(500)	1,500	0.0%
504315 Safety Supplies	6,000	6,000	0.0%	-	6,000	0.0%
504317 Cleaning Supplies	38,000	45,000	18.4%	7,000	45,000	0.0%
504409 Repair/Maint Supplies	110,500	120,000	8.6%	9,500	120,000	0.0%
504417 Tenant Repairs	14,000	14,000	0.0%	-	14,000	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	-	0.0%
504511 Small Tools	3,000	5,400	80.0%	2,400	4,000	-25.9%
504515 Employee Tool Replacement	-	-	0.0%	-	-	0.0%
Totals	173,500	191,900	10.6%	18,400	190,500	-0.7%
UTILITIES						
505011 Gas & Electric	307,000	307,000	0.0%	-	307,000	0.0%
505021 Water & Garbage	152,000	180,000	18.4%	28,000	180,000	0.0%
505031 Telecommunications	85,000	95,000	11.8%	10,000	95,000	0.0%
Totals	544,000	582,000	7.0%	38,000	582,000	0.0%
CASUALTY & LIABILITY						
506011 Insurance - Property	-	-	0.0%	-	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%
TAXES						
507051 Fuel Tax	-	-	0.0%	-	-	0.0%
507201 Licenses & Permits	12,000	12,000	0.0%	-	12,000	0.0%
507999 Other Taxes	14,400	15,000	4.2%	600	15,000	0.0%
Totals	26,400	27,000	2.3%	600	27,000	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
 Facilities Maintenance - 2200

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
MISC EXPENSE						
509011 Dues/Subscriptions	-	-	0.0%	-	-	0.0%
509081 Advertising - District Promo	-	-	0.0%	-	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	-	0.0%
509121 Employee Training	6,500	13,000	100.0%	6,500	13,000	0.0%
509122 BOD Travel	-	-	0.0%	-	-	0.0%
509123 Travel	400	2,000	400.0%	1,600	2,000	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	-	0.0%
509150 Contributions	-	-	0.0%	-	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%
Totals	6,900	15,000	117.4%	8,100	15,000	0.0%
INTEREST EXPENSE						
511102 Interest Expense	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%
LEASES & RENTALS						
512011 Facility Lease	5,000	5,000	0.0%	-	5,000	0.0%
512061 Equipment Rental	6,000	3,000	-50.0%	(3,000)	3,000	0.0%
Totals	11,000	8,000	-27.3%	(3,000)	8,000	0.0%
PERSONNEL TOTAL	1,628,567	1,922,427	18.0%	293,859	2,000,421	4.1%
NON-PERSONNEL TOTAL	1,202,300	1,277,000	6.2%	74,700	1,275,600	-0.1%
DEPARTMENT TOTALS	2,830,867	3,199,427	13.0%	368,559	3,276,021	2.4%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
 Paratransit - 3100

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	% CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
LABOR							
501011 Bus Operator Pay	1,073,416	1,057,001	-1.5%	(16,415)		1,083,745	2.5%
501013 Bus Operator OT	238,781	249,806	4.6%	11,025		256,127	2.5%
501021 Other Salaries	678,545	627,579	-7.5%	(50,965)		636,093	1.4%
501023 Other OT	59,126	60,981	3.1%	1,855		61,808	1.4%
Totals	2,049,868	1,995,367	-2.7%	(54,500)		2,037,773	2.1%
FRINGE BENEFITS							
502011 Medicare/Soc. Sec.	35,207	34,121	-3.1%	(1,086)		34,837	2.1%
502021 Retirement	570,938	601,479	5.3%	30,541		656,029	9.1%
502031 Medical Ins	845,359	889,419	5.2%	44,060		937,955	5.5%
502041 Dental Ins	49,106	48,345	-1.5%	(761)		49,059	1.5%
502045 Vision Ins	13,522	13,611	0.7%	89		14,020	3.0%
502051 Life Ins/AD&D	5,206	5,142	-1.2%	(64)		5,296	3.0%
502060 State Disability Ins (SDI)	24,918	24,194	-2.9%	(724)		25,416	5.0%
502061 Long Term Disability Ins	14,451	14,151	-2.1%	(300)		13,988	-1.2%
502071 State Unemployment Ins (SUI)	7,931	7,345	-7.4%	(586)		7,792	6.1%
502081 Worker's Comp Ins	124,681	128,422	3.0%	3,741		132,274	3.0%
502101 Holiday Pay	64,733	62,103	-4.1%	(2,630)		63,403	2.1%
502103 Floating Holiday	8,916	4,960	-44.4%	(3,956)		5,208	5.0%
502109 Sick Leave	100,464	96,534	-3.9%	(3,929)		98,554	2.1%
502111 Annual Leave	188,883	179,640	-4.9%	(9,243)		182,754	1.7%
502121 Other Paid Absence	15,172	14,555	-4.1%	(616)		14,860	2.1%
502251 Phys. Exams	3,183	3,183	0.0%	-		3,183	0.0%
502253 Driver Lic Renewal	1,061	1,061	0.0%	-		1,061	0.0%
502999 Other Fringe Benefits	5,124	3,182	-37.9%	(1,942)		3,219	1.2%
Totals	2,078,853	2,131,447	2.5%	52,594		2,248,907	5.5%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY20 & FY21 OPERATING BUDGET Paratransit - 3100

ACCOUNT	Jun-18	May-19	% CHANGE		\$ CHANGE		% CHANGE	
	BUDGET FY19	BUDGET FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20
SERVICES								
503011 Acting/Audit Fees	-	-	0.0%	-	-	-	0.0%	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	-	-	0.0%	0.0%
503031 Prof/Technical Fees	3,500	2,000	-42.9%	(1,500)	2,000	-	0.0%	0.0%
503032 Legislative Services	-	-	0.0%	-	-	-	0.0%	0.0%
503033 Legal Services	-	-	0.0%	-	-	-	0.0%	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	-	-	0.0%	0.0%
503041 Temp Help	-	-	0.0%	-	-	-	0.0%	0.0%
503161 Custodial Services	1,300	2,500	92.3%	1,200	2,500	-	0.0%	0.0%
503162 Uniforms/Laundry	1,000	2,200	120.0%	1,200	2,200	-	0.0%	0.0%
503171 Security Services	-	-	0.0%	-	-	-	0.0%	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	-	-	0.0%	0.0%
503222 Legal Ads	-	-	0.0%	-	-	-	0.0%	0.0%
503225 Graphic Services	-	-	0.0%	-	-	-	0.0%	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	-	0.0%	0.0%
503352 Repair - Equipment	4,000	3,000	-25.0%	(1,000)	3,000	-	0.0%	0.0%
503353 Repair - Rev Vehicle	1,500	1,000	-33.3%	(500)	1,000	-	0.0%	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	-	0.0%	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	-	-	0.0%	0.0%
Totals	11,300	10,700	-5.3%	(600)	10,700	10,700	0.0%	0.0%
MOBILE MATERIALS & SUPPLIES								
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	-	0.0%	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	-	0.0%	0.0%
504021 Tires & Tubes	-	-	0.0%	-	-	-	0.0%	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	-	-	0.0%	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	-	-	0.0%	0.0%
Totals	-	-	0.0%	-	-	-	0.0%	0.0%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY20 & FY21 OPERATING BUDGET Paratransit - 3100

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	% CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
OTHER MATERIALS & SUPPLIES							
504205 Freight Out	-	-	0.0%	-	-	-	0.0%
504211 Postage & Mailing	2,700	2,000	-25.9%	(700)	-	2,000	0.0%
504214 Promotional Items	200	200	0.0%	-	-	200	0.0%
504215 Printing	3,200	3,700	15.6%	500	500	3,700	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	-	-	0.0%
504311 Office Supplies	2,500	2,500	0.0%	-	-	2,500	0.0%
504315 Safety Supplies	120	120	0.0%	-	-	120	0.0%
504317 Cleaning Supplies	600	600	0.0%	-	-	600	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	-	-	0.0%
504417 Tenant Repairs	-	-	0.0%	-	-	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	-	-	0.0%
504511 Small Tools	-	-	0.0%	-	-	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	-	-	0.0%
Totals	9,320	9,120	-2.1%	(200)		9,120	0.0%
UTILITIES							
505011 Gas & Electric	12,000	12,000	0.0%	-	-	12,000	0.0%
505021 Water & Garbage	6,400	6,400	0.0%	-	-	6,400	0.0%
505031 Telecommunications	4,500	4,000	-11.1%	(500)	(500)	4,000	0.0%
Totals	22,900	22,400	-2.2%	(500)		22,400	0.0%
CASUALTY & LIABILITY							
506011 Insurance - Property	-	-	0.0%	-	-	-	0.0%
506015 Insurance - PL/PD	106,866	142,608	33.4%	35,742	35,742	156,869	10.0%
506021 Insurance - Other	-	-	0.0%	-	-	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	-	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	-	-	0.0%
Totals	106,866	142,608	33.4%	35,742		156,869	10.0%
TAXES							
507051 Fuel Tax	-	-	0.0%	-	-	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	-	-	0.0%
507999 Other Taxes	-	-	0.0%	-	-	-	0.0%
Totals	-	-	0.0%	-		-	0.0%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY20 & FY21 OPERATING BUDGET Paratransit - 3100

ACCOUNT	Jun-18	May-19	% CHANGE		\$ CHANGE		% CHANGE	
	BUDGET FY19	BUDGET FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20
MISC EXPENSE								
509011 Dues/Subscriptions	-	-	0.0%	-	-	-	0.0%	0.0%
509081 Advertising - District Promo	-	-	0.0%	-	-	-	0.0%	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	-	-	0.0%	0.0%
509121 Employee Training	2,700	2,700	0.0%	-	-	2,700	0.0%	0.0%
509122 BOD Travel	-	-	0.0%	-	-	-	0.0%	0.0%
509123 Travel	3,000	3,000	0.0%	-	-	3,000	0.0%	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	-	-	0.0%	0.0%
509127 Board Director Fees	-	-	0.0%	-	-	-	0.0%	0.0%
509150 Contributions	-	-	0.0%	-	-	-	0.0%	0.0%
509198 Cash Over/Short	-	-	0.0%	-	-	-	0.0%	0.0%
509999 Other Misc Expense	-	-	0.0%	-	-	-	0.0%	0.0%
Totals	5,700	5,700	0.0%	-	-	5,700	0.0%	0.0%
INTEREST EXPENSE								
511102 Interest Expense	-	-	0.0%	-	-	-	0.0%	0.0%
Totals	-	-	0.0%	-	-	-	0.0%	0.0%
LEASES & RENTALS								
512011 Facility Lease	196,000	201,000	2.6%	5,000	5,000	205,000	2.0%	2.0%
512061 Equipment Rental	1,500	1,500	0.0%	-	-	1,500	0.0%	0.0%
Totals	197,500	202,500	2.5%	5,000	5,000	206,500	2.0%	2.0%
PERSONNEL TOTAL	4,128,721	4,126,815	0.0%	(1,907)	(1,907)	4,286,681	3.9%	3.9%
NON-PERSONNEL TOTAL	353,586	393,028	11.2%	39,442	39,442	411,289	4.6%	4.6%
DEPARTMENT TOTALS	4,482,307	4,519,843	0.8%	37,535	37,535	4,697,970	3.9%	3.9%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
 Operations - 3200

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
LABOR						
501011 Bus Operator Pay	-	-	0.0%	-	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	-	0.0%
501021 Other Salaries	981,078	1,094,833	11.6%	113,756	1,122,161	2.5%
501023 Other OT	172,409	172,409	0.0%	-	176,712	2.5%
Totals	1,153,487	1,267,242	9.9%	113,756	1,298,874	2.5%
FRINGE BENEFITS						
502011 Medicare/Soc. Sec.	20,177	22,150	9.8%	1,973	22,748	2.7%
502021 Retirement	326,758	399,101	22.1%	72,343	438,108	9.8%
502031 Medical Ins	326,104	434,961	33.4%	108,857	455,091	4.6%
502041 Dental Ins	18,579	25,520	37.4%	6,940	25,897	1.5%
502045 Vision Ins	4,917	6,014	22.3%	1,097	6,195	3.0%
502051 Life Ins/AD&D	1,921	2,330	21.3%	409	2,400	3.0%
502060 State Disability Ins (SDI)	14,146	15,566	10.0%	1,420	16,510	6.1%
502061 Long Term Disability Ins	7,883	9,228	17.1%	1,346	9,018	-2.3%
502071 State Unemployment Ins (SUI)	2,884	3,074	6.6%	190	3,262	6.1%
502081 Worker's Comp Ins	46,393	47,785	3.0%	1,392	49,218	3.0%
502101 Holiday Pay	37,367	41,506	11.1%	4,139	42,643	2.7%
502103 Floating Holiday	5,079	8,276	62.9%	3,196	8,430	1.9%
502109 Sick Leave	56,051	62,259	11.1%	6,208	63,965	2.7%
502111 Annual Leave	130,776	138,581	6.0%	7,804	144,951	4.6%
502121 Other Paid Absence	8,758	9,728	11.1%	970	9,995	2.7%
502251 Phys. Exams	700	700	0.0%	-	400	-42.9%
502253 Driver Lic Renewal	300	300	0.0%	-	200	-33.3%
502999 Other Fringe Benefits	2,395	4,416	84.4%	2,021	4,431	0.4%
Totals	1,011,187	1,231,495	21.8%	220,307	1,303,460	5.8%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
 Operations - 3200

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
SERVICES						
503011 Acting/Audit Fees	-	-	0.0%	-	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	-	0.0%
503031 Prof/Technical Fees	6,000	-	-100.0%	(6,000)	-	0.0%
503032 Legislative Services	-	-	0.0%	-	-	0.0%
503033 Legal Services	-	-	0.0%	-	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	-	0.0%
503041 Temp Help	-	-	0.0%	-	-	0.0%
503161 Custodial Services	-	-	0.0%	-	-	0.0%
503162 Uniforms/Laundry	600	600	0.0%	-	600	0.0%
503171 Security Services	515,100	-	-100.0%	(515,100)	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	-	0.0%
503222 Legal Ads	-	-	0.0%	-	-	0.0%
503225 Graphic Services	-	-	0.0%	-	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	0.0%
503352 Repair - Equipment	4,000	2,000	-50.0%	(2,000)	2,000	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	-	0.0%
Totals	525,700	2,600	-99.5%	(523,100)	2,600	0.0%
MOBILE MATERIALS & SUPPLIES						
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY20 & FY21 OPERATING BUDGET

Operations - 3200

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	May-19	% CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21	BUDGET FY21	BUDG FY20 BUDG FY21
OTHER MATERIALS & SUPPLIES								
504205 Freight Out	-	-	0.0%	-	-	-	-	0.0%
504211 Postage & Mailing	300	260	-13.3%	(40)	260	-	260	0.0%
504214 Promotional Items	-	-	0.0%	-	-	-	-	0.0%
504215 Printing	8,000	7,000	-12.5%	(1,000)	7,000	-	7,000	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	-	-	-	0.0%
504311 Office Supplies	8,000	8,000	0.0%	-	8,000	-	8,000	0.0%
504315 Safety Supplies	-	-	0.0%	-	-	-	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	-	-	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	-	-	-	0.0%
504417 Tenant Repairs	-	-	0.0%	-	-	-	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	-	-	-	0.0%
504511 Small Tools	-	-	0.0%	-	-	-	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	-	-	-	0.0%
Totals	16,300	15,260	-6.4%	(1,040)	15,260	(1,040)	15,260	0.0%
UTILITIES								
505011 Gas & Electric	-	-	0.0%	-	-	-	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	-	-	-	0.0%
505031 Telecommunications	14,000	9,000	-35.7%	(5,000)	9,000	-	9,000	0.0%
Totals	14,000	9,000	-35.7%	(5,000)	9,000	(5,000)	9,000	0.0%
CASUALTY & LIABILITY								
506011 Insurance - Property	-	-	0.0%	-	-	-	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	-	-	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	-	-	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	-	-	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	-	-	-	0.0%
Totals	-	-	0.0%	-	-	-	-	0.0%
TAXES								
507051 Fuel Tax	-	-	0.0%	-	-	-	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	-	-	-	0.0%
507999 Other Taxes	-	-	0.0%	-	-	-	-	0.0%
Totals	-	-	0.0%	-	-	-	-	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
 Operations - 3200

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
MISC EXPENSE						
509011 Dues/Subscriptions	-	-	0.0%	-	-	0.0%
509081 Advertising - District Promo	-	-	0.0%	-	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	-	0.0%
509121 Employee Training	6,000	6,000	0.0%	-	6,000	0.0%
509122 BOD Travel	-	-	0.0%	-	-	0.0%
509123 Travel	12,000	12,000	0.0%	-	12,000	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	-	0.0%
509150 Contributions	-	-	0.0%	-	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%
Totals	18,000	18,000	0.0%	-	18,000	0.0%
INTEREST EXPENSE						
511102 Interest Expense	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%
LEASES & RENTALS						
512011 Facility Lease	24,800	26,533	7.0%	1,733	27,705	4.4%
512061 Equipment Rental	-	-	0.0%	-	-	0.0%
Totals	24,800	26,533	7.0%	1,733	27,705	4.4%
PERSONNEL TOTAL	2,164,674	2,498,737	15.4%	334,063	2,602,334	4.1%
NON-PERSONNEL TOTAL	598,800	71,393	-88.1%	(527,407)	72,565	1.6%
DEPARTMENT TOTALS	2,763,474	2,570,130	-7.0%	(193,344)	2,674,899	4.1%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
 Bus Operators - 3300

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
LABOR						
501011 Bus Operator Pay	7,861,291	7,919,793	0.7%	58,502	8,034,795	1.5%
501013 Bus Operator OT	1,000,000	1,000,000	0.0%	0	1,014,374	1.4%
501021 Other Salaries	-	-	0.0%	-	-	0.0%
501023 Other OT	-	-	0.0%	-	-	0.0%
Totals	8,861,291	8,919,793	0.7%	58,502	9,049,169	1.5%
FRINGE BENEFITS						
502011 Medicare/Soc. Sec.	154,212	154,872	0.4%	660	157,102	1.4%
502021 Retirement	2,582,557	2,851,001	10.4%	268,444	3,090,437	8.4%
502031 Medical Ins	3,057,154	3,275,290	7.1%	218,136	3,419,697	4.4%
502041 Dental Ins	185,247	182,645	-1.4%	(2,602)	185,344	1.5%
502045 Vision Ins	47,174	48,114	2.0%	940	49,557	3.0%
502051 Life Ins/AD&D	17,462	17,707	1.4%	245	18,238	3.0%
502060 State Disability Ins (SDI)	109,544	110,012	0.4%	469	114,945	4.5%
502061 Long Term Disability Ins	69,284	70,760	2.1%	1,476	69,397	-1.9%
502071 State Unemployment Ins (SUI)	27,759	25,962	-6.5%	(1,796)	27,906	7.5%
502081 Worker's Comp Ins	432,036	444,997	3.0%	12,961	458,346	3.0%
502101 Holiday Pay	293,761	295,302	0.5%	1,540	299,592	1.5%
502103 Floating Holiday	-	-	0.0%	-	-	0.0%
502109 Sick Leave	459,002	461,409	0.5%	2,407	468,113	1.5%
502111 Annual Leave	871,425	854,104	-2.0%	(17,321)	866,545	1.5%
502121 Other Paid Absence	68,850	69,211	0.5%	361	70,217	1.5%
502251 Phys. Exams	6,500	5,400	-16.9%	(1,100)	2,400	-55.6%
502253 Driver Lic Renewal	1,600	1,300	-18.8%	(300)	1,300	0.0%
502999 Other Fringe Benefits	5,469	5,554	1.6%	85	5,685	2.4%
Totals	8,389,036	8,873,641	5.8%	484,605	9,304,822	4.9%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY20 & FY21 OPERATING BUDGET

Bus Operators - 3300

ACCOUNT	Jun-18	May-19	% CHANGE		\$ CHANGE		% CHANGE	
	BUDGET FY19	BUDGET FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20
SERVICES								
503011	-	-	0.0%	-	-	-	0.0%	0.0%
503012	-	-	0.0%	-	-	-	0.0%	0.0%
503031	-	-	0.0%	-	-	-	0.0%	0.0%
503032	-	-	0.0%	-	-	-	0.0%	0.0%
503033	-	-	0.0%	-	-	-	0.0%	0.0%
503034	-	-	0.0%	-	-	-	0.0%	0.0%
503041	-	-	0.0%	-	-	-	0.0%	0.0%
503161	-	-	0.0%	-	-	-	0.0%	0.0%
503162	2,000	2,000	0.0%	-	-	2,000	0.0%	0.0%
503171	-	-	0.0%	-	-	-	0.0%	0.0%
503221	-	-	0.0%	-	-	-	0.0%	0.0%
503222	-	-	0.0%	-	-	-	0.0%	0.0%
503225	-	-	0.0%	-	-	-	0.0%	0.0%
503351	-	-	0.0%	-	-	-	0.0%	0.0%
503352	-	-	0.0%	-	-	-	0.0%	0.0%
503353	-	-	0.0%	-	-	-	0.0%	0.0%
503354	-	-	0.0%	-	-	-	0.0%	0.0%
503363	-	-	0.0%	-	-	-	0.0%	0.0%
Totals	2,000	2,000	0.0%	-	-	2,000	0.0%	0.0%
MOBILE MATERIALS & SUPPLIES								
504011	-	-	0.0%	-	-	-	0.0%	0.0%
504012	-	-	0.0%	-	-	-	0.0%	0.0%
504021	-	-	0.0%	-	-	-	0.0%	0.0%
504161	-	-	0.0%	-	-	-	0.0%	0.0%
504191	-	-	0.0%	-	-	-	0.0%	0.0%
Totals	-	-	0.0%	-	-	-	0.0%	0.0%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY20 & FY21 OPERATING BUDGET

Bus Operators - 3300

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	May-19	% CHANGE	BUDG FY20	BUDG FY21	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21	BUDG FY20	BUDG FY21	BUDG FY20 BUDG FY21
OTHER MATERIALS & SUPPLIES									
504205 Freight Out	-	-	0.0%	-	-	0.0%	-	-	0.0%
504211 Postage & Mailing	-	-	0.0%	-	-	0.0%	-	-	0.0%
504214 Promotional Items	-	-	0.0%	-	-	0.0%	-	-	0.0%
504215 Printing	-	-	0.0%	-	-	0.0%	-	-	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	-	0.0%	-	-	0.0%
504311 Office Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504315 Safety Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%
504417 Tenant Repairs	-	-	0.0%	-	-	0.0%	-	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	-	0.0%	-	-	0.0%
504511 Small Tools	-	-	0.0%	-	-	0.0%	-	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%
UTILITIES									
505011 Gas & Electric	-	-	0.0%	-	-	0.0%	-	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	-	0.0%	-	-	0.0%
505031 Telecommunications	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%
CASUALTY & LIABILITY									
506011 Insurance - Property	-	-	0.0%	-	-	0.0%	-	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	-	0.0%	-	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	-	0.0%	-	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	-	0.0%	-	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%
TAXES									
507051 Fuel Tax	-	-	0.0%	-	-	0.0%	-	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	-	0.0%	-	-	0.0%
507999 Other Taxes	-	-	0.0%	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
 Bus Operators - 3300

ACCOUNT	Jun-18 BUDGET FY19	May-19 BUDGET FY20	% CHANGE		\$ CHANGE		% CHANGE		
			BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20	
MISC EXPENSE									
509011 Dues/Subscriptions	-	-	0.0%	-	-	-	-	0.0%	0.0%
509081 Advertising - District Promo	-	-	0.0%	-	-	-	-	0.0%	0.0%
509101 Employee Incentive Program	3,900	3,000	-23.1%	(900)	3,000	3,000	0.0%	0.0%	0.0%
509121 Employee Training	-	2,000	100.0%	2,000	2,000	2,000	0.0%	0.0%	0.0%
509122 BOD Travel	-	-	0.0%	-	-	-	0.0%	0.0%	0.0%
509123 Travel	-	-	0.0%	-	-	-	0.0%	0.0%	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	-	-	0.0%	0.0%	0.0%
509127 Board Director Fees	-	-	0.0%	-	-	-	0.0%	0.0%	0.0%
509150 Contributions	-	-	0.0%	-	-	-	0.0%	0.0%	0.0%
509198 Cash Over/Short	-	-	0.0%	-	-	-	0.0%	0.0%	0.0%
509999 Other Misc Expense	-	-	0.0%	-	-	-	0.0%	0.0%	0.0%
Totals	3,900	5,000	28.2%	1,100	5,000	5,000	0.0%	0.0%	0.0%
INTEREST EXPENSE									
511102 Interest Expense	-	-	0.0%	-	-	-	0.0%	0.0%	0.0%
Totals	-	-	0.0%	-	-	-	0.0%	0.0%	0.0%
LEASES & RENTALS									
512011 Facility Lease	-	-	0.0%	-	-	-	0.0%	0.0%	0.0%
512061 Equipment Rental	-	-	0.0%	-	-	-	0.0%	0.0%	0.0%
Totals	-	-	0.0%	-	-	-	0.0%	0.0%	0.0%
PERSONNEL TOTAL	17,250,327	17,793,434	3.1%	543,107	18,353,991	18,353,991	3.2%	3.2%	3.2%
NON-PERSONNEL TOTAL	5,900	7,000	18.6%	1,100	7,000	7,000	0.0%	0.0%	0.0%
DEPARTMENT TOTALS	17,256,227	17,800,434	3.2%	544,207	18,360,991	18,360,991	3.1%	3.1%	3.1%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
 Fleet Maintenance - 4100

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
LABOR						
501011 Bus Operator Pay	-	-	0.0%	-	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	-	0.0%
501021 Other Salaries	2,115,736	2,026,194	-4.2%	(89,542)	2,066,605	2.0%
501023 Other OT	142,850	243,143	70.2%	100,293	247,993	2.0%
Totals	2,258,586	2,269,338	0.5%	10,752	2,314,598	2.0%
FRINGE BENEFITS						
502011 Medicare/Soc. Sec.	39,898	39,673	-0.6%	(225)	40,454	2.0%
502021 Retirement	699,220	734,165	5.0%	34,946	799,944	9.0%
502031 Medical Ins	903,921	904,357	0.0%	435	945,621	4.6%
502041 Dental Ins	57,371	51,325	-10.5%	(6,045)	52,084	1.5%
502045 Vision Ins	11,832	12,029	1.7%	197	12,389	3.0%
502051 Life Ins/AD&D	4,581	4,452	-2.8%	(128)	4,586	3.0%
502060 State Disability Ins (SDI)	28,124	27,825	-1.1%	(299)	29,270	5.2%
502061 Long Term Disability Ins	17,733	17,713	-0.1%	(20)	17,413	-1.7%
502071 State Unemployment Ins (SUI)	7,030	6,491	-7.7%	(539)	6,886	6.1%
502081 Worker's Comp Ins	107,287	110,505	3.0%	3,218	113,821	3.0%
502101 Holiday Pay	80,269	76,705	-4.4%	(3,564)	78,213	2.0%
502103 Floating Holiday	10,004	6,022	-39.8%	(3,982)	6,022	0.0%
502109 Sick Leave	120,403	115,058	-4.4%	(5,345)	117,320	2.0%
502111 Annual Leave	263,511	250,965	-4.8%	(12,547)	255,435	1.8%
502121 Other Paid Absence	18,813	17,978	-4.4%	(835)	18,331	2.0%
502251 Phys. Exams	1,900	1,900	0.0%	-	1,900	0.0%
502253 Driver Lic Renewal	250	250	0.0%	-	250	0.0%
502999 Other Fringe Benefits	4,971	3,039	-38.9%	(1,932)	3,071	1.1%
Totals	2,377,117	2,380,451	0.1%	3,334	2,503,011	5.1%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
 Fleet Maintenance - 4100

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
SERVICES						
503011 Acting/Audit Fees	-	-	0.0%	-	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	-	0.0%
503031 Prof/Technical Fees	40,000	-	-100.0%	(40,000)	-	0.0%
503032 Legislative Services	-	-	0.0%	-	-	0.0%
503033 Legal Services	-	-	0.0%	-	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	-	0.0%
503041 Temp Help	-	-	0.0%	-	-	0.0%
503161 Custodial Services	-	-	0.0%	-	-	0.0%
503162 Uniforms/Laundry	16,000	16,000	0.0%	-	16,000	0.0%
503171 Security Services	-	-	0.0%	-	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	-	0.0%
503222 Legal Ads	-	-	0.0%	-	-	0.0%
503225 Graphic Services	-	-	0.0%	-	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	0.0%
503352 Repair - Equipment	56,000	40,000	-28.6%	(16,000)	40,000	0.0%
503353 Repair - Rev Vehicle	400,000	500,000	25.0%	100,000	500,000	0.0%
503354 Repair - Non Rev Vehicle	33,000	25,000	-24.2%	(8,000)	25,000	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	-	0.0%
Totals	545,000	581,000	6.6%	36,000	581,000	0.0%
MOBILE MATERIALS & SUPPLIES						
504011 Fuels & Lubricants - Non Rev Veh	60,000	71,000	18.3%	11,000	71,000	0.0%
504012 Fuels & Lubricants - Rev Veh	1,873,500	1,500,000	-19.9%	(373,500)	1,500,000	0.0%
504021 Tires & Tubes	200,000	188,500	-5.8%	(11,500)	188,500	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%
504191 Rev Vehicle Parts	1,200,000	900,000	-25.0%	(300,000)	900,000	0.0%
Totals	3,333,500	2,659,500	-20.2%	(674,000)	2,659,500	0.0%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY20 & FY21 OPERATING BUDGET Fleet Maintenance - 4100

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	May-19	% CHANGE	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY19 BUDG FY20	BUDG FY20 BUDG FY21
OTHER MATERIALS & SUPPLIES							
504205 Freight Out	7,500	8,000	6.7%	500	8,000	0.0%	0.0%
504211 Postage & Mailing	-	-	0.0%	-	-	0.0%	0.0%
504214 Promotional Items	-	-	0.0%	-	-	0.0%	0.0%
504215 Printing	1,600	1,000	-37.5%	(600)	1,000	0.0%	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	-	0.0%	0.0%
504311 Office Supplies	1,500	1,500	0.0%	-	1,500	0.0%	0.0%
504315 Safety Supplies	9,000	18,000	100.0%	9,000	18,000	0.0%	0.0%
504317 Cleaning Supplies	6,000	6,500	8.3%	500	6,500	0.0%	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	-	0.0%	0.0%
504417 Tenant Repairs	-	-	0.0%	-	-	0.0%	0.0%
504421 Non-Inventory Parts	85,000	50,000	-41.2%	(35,000)	50,000	0.0%	0.0%
504511 Small Tools	8,000	8,500	6.3%	500	8,500	0.0%	0.0%
504515 Employee Tool Replacement	3,000	3,000	0.0%	-	3,000	0.0%	0.0%
Totals	121,600	96,500	-20.6%	(25,100)	96,500		0.0%
UTILITIES							
505011 Gas & Electric	-	-	0.0%	-	-	0.0%	0.0%
505021 Water & Garbage	-	-	0.0%	-	-	0.0%	0.0%
505031 Telecommunications	50,000	30,000	-40.0%	(20,000)	30,000	0.0%	0.0%
Totals	50,000	30,000	-40.0%	(20,000)	30,000		0.0%
CASUALTY & LIABILITY							
506011 Insurance - Property	-	-	0.0%	-	-	0.0%	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	-	0.0%	0.0%
506021 Insurance - Other	-	-	0.0%	-	-	0.0%	0.0%
506123 Settlement Costs	-	-	0.0%	-	-	0.0%	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%	0.0%
Totals	-	-	0.0%	-	-		0.0%
TAXES							
507051 Fuel Tax	15,000	15,000	0.0%	-	15,000	0.0%	0.0%
507201 Licenses & Permits	-	-	0.0%	-	-	0.0%	0.0%
507999 Other Taxes	-	-	0.0%	-	-	0.0%	0.0%
Totals	15,000	15,000	0.0%	-	15,000		0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
 Fleet Maintenance - 4100

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
MISC EXPENSE						
509011 Dues/Subscriptions	7,000	7,000	0.0%	-	7,000	0.0%
509081 Advertising - District Promo	-	-	0.0%	-	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	-	0.0%
509121 Employee Training	116,500	116,500	0.0%	-	116,500	0.0%
509122 BOD Travel	-	-	0.0%	-	-	0.0%
509123 Travel	5,000	5,000	0.0%	-	5,000	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	-	0.0%
509150 Contributions	-	-	0.0%	-	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%
Totals	128,500	128,500	0.0%	-	128,500	0.0%
INTEREST EXPENSE						
511102 Interest Expense	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%
LEASES & RENTALS						
512011 Facility Lease	-	-	0.0%	-	-	0.0%
512061 Equipment Rental	-	1,300	100.0%	1,300	1,300	0.0%
Totals	-	1,300	100.0%	1,300	1,300	0.0%
PERSONNEL TOTAL	4,635,703	4,649,788	0.3%	14,085	4,817,608	3.6%
NON-PERSONNEL TOTAL	4,193,600	3,511,800	-16.3%	(681,800)	3,511,800	0.0%
DEPARTMENT TOTALS	8,829,303	8,161,588	-7.6%	(667,715)	8,329,408	2.1%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
 COBRA Benefits - 9001

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	% CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
LABOR							
501011 Bus Operator Pay	-	-	0.0%	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%	-	0.0%
501021 Other Salaries	-	-	0.0%	-	0.0%	-	0.0%
501023 Other OT	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%	-	0.0%
FRINGE BENEFITS							
502011 Medicare/Soc. Sec.	-	-	0.0%	-	0.0%	-	0.0%
502021 Retirement	-	-	0.0%	-	0.0%	-	0.0%
502031 Medical Ins	-	-	0.0%	-	0.0%	-	0.0%
502041 Dental Ins	-	-	0.0%	-	0.0%	-	0.0%
502045 Vision Ins	-	-	0.0%	-	0.0%	-	0.0%
502051 Life Ins/AD&D	-	-	0.0%	-	0.0%	-	0.0%
502060 State Disability Ins (SDI)	-	-	0.0%	-	0.0%	-	0.0%
502061 Long Term Disability Ins	-	-	0.0%	-	0.0%	-	0.0%
502071 State Unemployment Ins (SUI)	-	-	0.0%	-	0.0%	-	0.0%
502081 Worker's Comp Ins	-	-	0.0%	-	0.0%	-	0.0%
502101 Holiday Pay	-	-	0.0%	-	0.0%	-	0.0%
502103 Floating Holiday	-	-	0.0%	-	0.0%	-	0.0%
502109 Sick Leave	-	-	0.0%	-	0.0%	-	0.0%
502111 Annual Leave	-	-	0.0%	-	0.0%	-	0.0%
502121 Other Paid Absence	-	-	0.0%	-	0.0%	-	0.0%
502251 Phys. Exams	-	-	0.0%	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%	-	0.0%
502999 Other Fringe Benefits	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%	-	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
 COBRA Benefits - 9001

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
SERVICES						
503011 Acting/Audit Fees	-	-	0.0%	-	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	-	0.0%
503031 Prof/Technical Fees	-	-	0.0%	-	-	0.0%
503032 Legislative Services	-	-	0.0%	-	-	0.0%
503033 Legal Services	-	-	0.0%	-	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	-	0.0%
503041 Temp Help	-	-	0.0%	-	-	0.0%
503161 Custodial Services	-	-	0.0%	-	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	-	0.0%
503171 Security Services	-	-	0.0%	-	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	-	0.0%
503222 Legal Ads	-	-	0.0%	-	-	0.0%
503225 Graphic Services	-	-	0.0%	-	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	0.0%
503352 Repair - Equipment	-	-	0.0%	-	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%
MOBILE MATERIALS & SUPPLIES						
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY20 & FY21 OPERATING BUDGET

COBRA Benefits - 9001

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
OTHER MATERIALS & SUPPLIES						
504205 Freight Out	-	-	0.0%	-	-	0.0%
504211 Postage & Mailing	-	-	0.0%	-	-	0.0%
504214 Promotional Items	-	-	0.0%	-	-	0.0%
504215 Printing	-	-	0.0%	-	-	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	-	0.0%
504311 Office Supplies	-	-	0.0%	-	-	0.0%
504315 Safety Supplies	-	-	0.0%	-	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	-	0.0%
504417 Tenant Repairs	-	-	0.0%	-	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	-	0.0%
504511 Small Tools	-	-	0.0%	-	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%
UTILITIES						
505011 Gas & Electric	-	-	0.0%	-	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	-	0.0%
505031 Telecommunications	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%
CASUALTY & LIABILITY						
506011 Insurance - Property	-	-	0.0%	-	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%
TAXES						
507051 Fuel Tax	-	-	0.0%	-	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	-	0.0%
507999 Other Taxes	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
 FY20 & FY21 OPERATING BUDGET
 COBRA Benefits - 9001**

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	% CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
MISC EXPENSE							
509011 Dues/Subscriptions	-	-	0.0%	-	0.0%	-	0.0%
509081 Advertising - District Promo	-	-	0.0%	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%	-	0.0%
509122 BOD Travel	-	-	0.0%	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%	-	0.0%
509999 Other Misc Expense	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%	-	0.0%
INTEREST EXPENSE							
511102 Interest Expense	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%	-	0.0%
LEASES & RENTALS							
512011 Facility Lease	-	-	0.0%	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%	-	0.0%
PERSONNEL TOTAL							
-							
NON-PERSONNEL TOTAL							
-							
DEPARTMENT TOTALS							
-							
0.0%							

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
 Retired Employee Benefits - 9005

ACCOUNT	Jun-18		May-19		% CHANGE		\$ CHANGE		% CHANGE	
	BUDGET FY19	BUDGET FY20	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20
LABOR										
501011 Bus Operator Pay	-	-	-	-	0.0%	-	-	-	-	0.0%
501013 Bus Operator OT	-	-	-	-	0.0%	-	-	-	-	0.0%
501021 Other Salaries	-	-	-	-	0.0%	-	-	-	-	0.0%
501023 Other OT	-	-	-	-	0.0%	-	-	-	-	0.0%
Totals	-	-	-	-	0.0%	-	-	-	-	0.0%
FRINGE BENEFITS										
502011 Medicare/Soc. Sec.	-	-	-	-	0.0%	-	-	-	-	0.0%
502021 Retirement	-	-	-	-	0.0%	-	-	-	-	0.0%
502031 Medical Ins	2,941,179	3,206,400			9.0%	265,221	3,366,720			5.0%
502041 Dental Ins	103,816	69,649			-32.9%	(34,167)	69,649			0.0%
502045 Vision Ins	26,345	20,579			-21.9%	(5,766)	21,197			3.0%
502051 Life Ins/AD&D	7,240	7,458			3.0%	217	7,681			3.0%
502060 State Disability Ins (SDI)	-	-			0.0%	-	-			0.0%
502061 Long Term Disability Ins	-	-			0.0%	-	-			0.0%
502071 State Unemployment Ins (SUI)	-	-			0.0%	-	-			0.0%
502081 Worker's Comp Ins	-	-			0.0%	-	-			0.0%
502101 Holiday Pay	-	-			0.0%	-	-			0.0%
502103 Floating Holiday	-	-			0.0%	-	-			0.0%
502109 Sick Leave	-	-			0.0%	-	-			0.0%
502111 Annual Leave	-	-			0.0%	-	-			0.0%
502121 Other Paid Absence	-	-			0.0%	-	-			0.0%
502251 Phys. Exams	-	-			0.0%	-	-			0.0%
502253 Driver Lic Renewal	-	-			0.0%	-	-			0.0%
502999 Other Fringe Benefits	4,374	4,593			5.0%	219	4,822			5.0%
Totals	3,082,954	3,308,678			7.3%	225,724	3,470,069			4.9%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
 Retired Employee Benefits - 9005

ACCOUNT	Jun-18		May-19		% CHANGE		\$ CHANGE		% CHANGE	
	BUDGET FY19	BUDGET FY20	BUDGET FY19	BUDGET FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20
SERVICES										
503011	-	-	0.0%	-	-	0.0%	-	-	-	0.0%
503012	-	-	0.0%	-	-	0.0%	-	-	-	0.0%
503031	-	-	0.0%	-	-	0.0%	-	-	-	0.0%
503032	-	-	0.0%	-	-	0.0%	-	-	-	0.0%
503033	-	-	0.0%	-	-	0.0%	-	-	-	0.0%
503034	-	-	0.0%	-	-	0.0%	-	-	-	0.0%
503041	-	-	0.0%	-	-	0.0%	-	-	-	0.0%
503161	-	-	0.0%	-	-	0.0%	-	-	-	0.0%
503162	-	-	0.0%	-	-	0.0%	-	-	-	0.0%
503171	-	-	0.0%	-	-	0.0%	-	-	-	0.0%
503221	-	-	0.0%	-	-	0.0%	-	-	-	0.0%
503222	-	-	0.0%	-	-	0.0%	-	-	-	0.0%
503225	-	-	0.0%	-	-	0.0%	-	-	-	0.0%
503351	-	-	0.0%	-	-	0.0%	-	-	-	0.0%
503352	-	-	0.0%	-	-	0.0%	-	-	-	0.0%
503353	-	-	0.0%	-	-	0.0%	-	-	-	0.0%
503354	-	-	0.0%	-	-	0.0%	-	-	-	0.0%
503363	-	-	0.0%	-	-	0.0%	-	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	-	0.0%
MOBILE MATERIALS & SUPPLIES										
504011	-	-	0.0%	-	-	0.0%	-	-	-	0.0%
504012	-	-	0.0%	-	-	0.0%	-	-	-	0.0%
504021	-	-	0.0%	-	-	0.0%	-	-	-	0.0%
504161	-	-	0.0%	-	-	0.0%	-	-	-	0.0%
504191	-	-	0.0%	-	-	0.0%	-	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%	-	-	-	0.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET**

Retired Employee Benefits - 9005

ACCOUNT	Jun-18		May-19		% CHANGE		\$ CHANGE		% CHANGE	
	BUDGET FY19	BUDGET FY20	BUDGET FY20	BUDGET FY21	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDG FY20 BUDG FY21	BUDG FY20 BUDG FY21
OTHER MATERIALS & SUPPLIES										
504205 Freight Out	-	-	-	-	0.0%	0.0%	-	-	0.0%	0.0%
504211 Postage & Mailing	-	-	-	-	0.0%	0.0%	-	-	0.0%	0.0%
504214 Promotional Items	-	-	-	-	0.0%	0.0%	-	-	0.0%	0.0%
504215 Printing	-	-	-	-	0.0%	0.0%	-	-	0.0%	0.0%
504217 Photo Supp/Process	-	-	-	-	0.0%	0.0%	-	-	0.0%	0.0%
504311 Office Supplies	-	-	-	-	0.0%	0.0%	-	-	0.0%	0.0%
504315 Safety Supplies	-	-	-	-	0.0%	0.0%	-	-	0.0%	0.0%
504317 Cleaning Supplies	-	-	-	-	0.0%	0.0%	-	-	0.0%	0.0%
504409 Repair/Maint Supplies	-	-	-	-	0.0%	0.0%	-	-	0.0%	0.0%
504417 Tenant Repairs	-	-	-	-	0.0%	0.0%	-	-	0.0%	0.0%
504421 Non-Inventory Parts	-	-	-	-	0.0%	0.0%	-	-	0.0%	0.0%
504511 Small Tools	-	-	-	-	0.0%	0.0%	-	-	0.0%	0.0%
504515 Employee Tool Replacement	-	-	-	-	0.0%	0.0%	-	-	0.0%	0.0%
Totals	-	-	-	-	0.0%	0.0%	-	-	0.0%	0.0%
UTILITIES										
505011 Gas & Electric	-	-	-	-	0.0%	0.0%	-	-	0.0%	0.0%
505021 Water & Garbage	-	-	-	-	0.0%	0.0%	-	-	0.0%	0.0%
505031 Telecommunications	-	-	-	-	0.0%	0.0%	-	-	0.0%	0.0%
Totals	-	-	-	-	0.0%	0.0%	-	-	0.0%	0.0%
CASUALTY & LIABILITY										
506011 Insurance - Property	-	-	-	-	0.0%	0.0%	-	-	0.0%	0.0%
506015 Insurance - PL/PD	-	-	-	-	0.0%	0.0%	-	-	0.0%	0.0%
506021 Insurance - Other	-	-	-	-	0.0%	0.0%	-	-	0.0%	0.0%
506123 Settlement Costs	-	-	-	-	0.0%	0.0%	-	-	0.0%	0.0%
506127 Repairs - District Prop	-	-	-	-	0.0%	0.0%	-	-	0.0%	0.0%
Totals	-	-	-	-	0.0%	0.0%	-	-	0.0%	0.0%
TAXES										
507051 Fuel Tax	-	-	-	-	0.0%	0.0%	-	-	0.0%	0.0%
507201 Licenses & Permits	-	-	-	-	0.0%	0.0%	-	-	0.0%	0.0%
507999 Other Taxes	-	-	-	-	0.0%	0.0%	-	-	0.0%	0.0%
Totals	-	-	-	-	0.0%	0.0%	-	-	0.0%	0.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET**

Retired Employee Benefits - 9005

ACCOUNT	Jun-18		May-19		% CHANGE		\$ CHANGE		% CHANGE	
	BUDGET FY19	BUDGET FY20	BUDGET FY20	BUDGET FY21	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY21
MISC EXPENSE										
509011 Dues/Subscriptions	-	-	-	-	0.0%	-	-	-	0.0%	0.0%
509081 Advertising - District Promo	-	-	-	-	0.0%	-	-	-	0.0%	0.0%
509101 Employee Incentive Program	-	-	-	-	0.0%	-	-	-	0.0%	0.0%
509121 Employee Training	-	-	-	-	0.0%	-	-	-	0.0%	0.0%
509122 BOD Travel	-	-	-	-	0.0%	-	-	-	0.0%	0.0%
509123 Travel	-	-	-	-	0.0%	-	-	-	0.0%	0.0%
509125 Local Meeting Expense	-	-	-	-	0.0%	-	-	-	0.0%	0.0%
509127 Board Director Fees	-	-	-	-	0.0%	-	-	-	0.0%	0.0%
509150 Contributions	-	-	-	-	0.0%	-	-	-	0.0%	0.0%
509198 Cash Over/Short	-	-	-	-	0.0%	-	-	-	0.0%	0.0%
509999 Other Misc Expense	-	-	-	-	0.0%	-	-	-	0.0%	0.0%
Totals	-	-	-	-	0.0%	-	-	-	0.0%	0.0%
INTEREST EXPENSE										
511102 Interest Expense	-	-	-	-	0.0%	-	-	-	0.0%	0.0%
Totals	-	-	-	-	0.0%	-	-	-	0.0%	0.0%
LEASES & RENTALS										
512011 Facility Lease	-	-	-	-	0.0%	-	-	-	0.0%	0.0%
512061 Equipment Rental	-	-	-	-	0.0%	-	-	-	0.0%	0.0%
Totals	-	-	-	-	0.0%	-	-	-	0.0%	0.0%
PERSONNEL TOTAL	3,082,954	3,308,678			7.3%	225,724	3,470,069		4.9%	
NON-PERSONNEL TOTAL	-	-			0.0%	-	-		0.0%	
DEPARTMENT TOTALS	<u>3,082,954</u>	<u>3,308,678</u>			<u>7.3%</u>	<u>225,724</u>	<u>3,470,069</u>		<u>4.9%</u>	

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
 FY20 & FY21 OPERATING BUDGET
 SCCIC - 700

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
LABOR						
501011 Bus Operator Pay	-	-	0.0%	-	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	-	0.0%
501021 Other Salaries	-	-	0.0%	-	-	0.0%
501023 Other OT	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%
FRINGE BENEFITS						
502011 Medicare/Soc. Sec.	-	-	0.0%	-	-	0.0%
502021 Retirement	-	-	0.0%	-	-	0.0%
502031 Medical Ins	-	-	0.0%	-	-	0.0%
502041 Dental Ins	-	-	0.0%	-	-	0.0%
502045 Vision Ins	-	-	0.0%	-	-	0.0%
502051 Life Ins/AD&D	-	-	0.0%	-	-	0.0%
502060 State Disability Ins (SDI)	-	-	0.0%	-	-	0.0%
502061 Long Term Disability Ins	-	-	0.0%	-	-	0.0%
502071 State Unemployment Ins (SUI)	-	-	0.0%	-	-	0.0%
502081 Worker's Comp Ins	-	-	0.0%	-	-	0.0%
502101 Holiday Pay	-	-	0.0%	-	-	0.0%
502103 Floating Holiday	-	-	0.0%	-	-	0.0%
502109 Sick Leave	-	-	0.0%	-	-	0.0%
502111 Annual Leave	-	-	0.0%	-	-	0.0%
502121 Other Paid Absence	-	-	0.0%	-	-	0.0%
502251 Phys. Exams	-	-	0.0%	-	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	-	0.0%
502999 Other Fringe Benefits	-	-	0.0%	-	-	0.0%
Totals	-	-	0.0%	-	-	0.0%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 & FY21 OPERATING BUDGET
SCCIC - 700**

ACCOUNT	Jun-18	May-19	% CHANGE	\$ CHANGE	% CHANGE	May-19	% CHANGE
	BUDGET FY19	BUDGET FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDG FY19 BUDG FY20	BUDGET FY21	BUDG FY20 BUDG FY21
SERVICES							
503011 Acting/Audit Fees	250	250	0.0%	-	0.0%	250	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	0.0%	-	0.0%
503031 Prof/Technical Fees	-	-	0.0%	-	0.0%	-	0.0%
503032 Legislative Services	-	-	0.0%	-	0.0%	-	0.0%
503033 Legal Services	-	-	0.0%	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	0.0%	-	0.0%
503041 Temp Help	-	-	0.0%	-	0.0%	-	0.0%
503161 Custodial Services	-	-	0.0%	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	0.0%	-	0.0%
503171 Security Services	-	-	0.0%	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	0.0%	-	0.0%
503222 Legal Ads	-	-	0.0%	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	0.0%	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%	-	0.0%
Totals	250	250	0.0%	-	0.0%	250	0.0%
MOBILE MATERIALS & SUPPLIES							
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%	-	0.0%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY20 & FY21 OPERATING BUDGET SCCIC - 700

ACCOUNT	Jun-18	May-19	% CHANGE		\$ CHANGE		% CHANGE	
	BUDGET FY19	BUDGET FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20
OTHER MATERIALS & SUPPLIES								
504205 Freight Out	-	-	0.0%	-	-	-	0.0%	0.0%
504211 Postage & Mailing	-	-	0.0%	-	-	-	0.0%	0.0%
504214 Promotional Items	-	-	0.0%	-	-	-	0.0%	0.0%
504215 Printing	-	-	0.0%	-	-	-	0.0%	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	-	-	0.0%	0.0%
504311 Office Supplies	-	-	0.0%	-	-	-	0.0%	0.0%
504315 Safety Supplies	-	-	0.0%	-	-	-	0.0%	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	-	-	0.0%	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	-	-	0.0%	0.0%
504417 Tenant Repairs	-	-	0.0%	-	-	-	0.0%	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	-	-	0.0%	0.0%
504511 Small Tools	-	-	0.0%	-	-	-	0.0%	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	-	-	0.0%	0.0%
Totals	-	-	0.0%	-	-	-	0.0%	0.0%
UTILITIES								
505011 Gas & Electric	-	-	0.0%	-	-	-	0.0%	0.0%
505021 Water & Garbage	-	-	0.0%	-	-	-	0.0%	0.0%
505031 Telecommunications	-	-	0.0%	-	-	-	0.0%	0.0%
Totals	-	-	0.0%	-	-	-	0.0%	0.0%
CASUALTY & LIABILITY								
506011 Insurance - Property	-	-	0.0%	-	-	-	0.0%	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	-	-	0.0%	0.0%
506021 Insurance - Other	-	-	0.0%	-	-	-	0.0%	0.0%
506123 Settlement Costs	-	-	0.0%	-	-	-	0.0%	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	-	-	0.0%	0.0%
Totals	-	-	0.0%	-	-	-	0.0%	0.0%
TAXES								
507051 Fuel Tax	-	-	0.0%	-	-	-	0.0%	0.0%
507201 Licenses & Permits	-	-	0.0%	-	-	-	0.0%	0.0%
507999 Other Taxes	-	-	0.0%	-	-	-	0.0%	0.0%
Totals	-	-	0.0%	-	-	-	0.0%	0.0%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY20 & FY21 OPERATING BUDGET SCCIC - 700

ACCOUNT	Jun-18	May-19	% CHANGE		\$ CHANGE		% CHANGE	
	BUDGET FY19	BUDGET FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20	BUDG FY19	BUDG FY20
MISC EXPENSE								
509011 Dues/Subscriptions	-	-	0.0%	-	-	-	0.0%	0.0%
509081 Advertising - District Promo	-	-	0.0%	-	-	-	0.0%	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	-	-	0.0%	0.0%
509121 Employee Training	-	-	0.0%	-	-	-	0.0%	0.0%
509122 BOD Travel	-	-	0.0%	-	-	-	0.0%	0.0%
509123 Travel	-	-	0.0%	-	-	-	0.0%	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	-	-	0.0%	0.0%
509127 Board Director Fees	-	-	0.0%	-	-	-	0.0%	0.0%
509150 Contributions	-	-	0.0%	-	-	-	0.0%	0.0%
509198 Cash Over/Short	-	-	0.0%	-	-	-	0.0%	0.0%
509999 Other Misc Expense	-	-	0.0%	-	-	-	0.0%	0.0%
Totals	-	-	0.0%	-	-	-	0.0%	0.0%
INTEREST EXPENSE								
511102 Interest Expense	-	-	0.0%	-	-	-	0.0%	0.0%
Totals	-	-	0.0%	-	-	-	0.0%	0.0%
LEASES & RENTALS								
512011 Facility Lease	-	-	0.0%	-	-	-	0.0%	0.0%
512061 Equipment Rental	-	-	0.0%	-	-	-	0.0%	0.0%
Totals	-	-	0.0%	-	-	-	0.0%	0.0%
PERSONNEL TOTAL								
	-	-	0.0%	-	-	-	0.0%	0.0%
NON-PERSONNEL TOTAL								
	250	250	0.0%	-	-	250	0.0%	0.0%
DEPARTMENT TOTALS								
	250	250	0.0%	-	-	250	0.0%	0.0%

- THIS PAGE INTENTIONALLY LEFT BLANK -

**FY20 & FY21 OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Summary**

Position Title	FY20 June 2018		FY 20 2019		FY21 2019	
	Authorized	Funded	Authorized	Funded	Authorized	Funded
Administration - 1100	5.00	4.00	5.00	4.00	5.00	4.00
Finance - 1200	10.50	9.00	9.00	8.00	9.00	8.00
Customer Service - 1300	18.25	16.00	19.25	17.00	19.25	17.00
Human Resources - 1400	8.00	6.00	8.00	6.00	8.00	6.00
Information Technology - 1500	7.00	5.00	7.00	5.00	7.00	5.00
Planning, Grants, Governmental Affairs - 1600	11.00	5.00	12.00	6.00	12.00	6.00
District Counsel - 1700	3.00	0.00	3.00	0.00	3.00	0.00
Safety, Security, and Risk Management - 1800	3.00	2.00	3.00	2.00	3.00	2.00
Purchasing - 1900	9.00	8.00	9.25	8.25	9.00	8.00
Facilities Maintenance - 2200	22.00	17.00	23.00	18.00	23.00	18.00
Paratransit - 3100	53.00	44.00	54.00	43.00	54.00	43.00
Operations - 3200	22.00	16.00	22.00	18.00	22.00	18.00
Bus Operators - 3300	171.00	155.00	171.00	154.00	171.00	153.00
Fleet Maintenance - 4100	57.00	39.00	58.00	38.00	58.00	38.00
Total Full-Time Equivalents (FTEs)	399.75	326.00	403.50	327.25	403.25	326.00

**** New Titles contingent upon Board Approval of the Final SEIU Position Descriptions**

FY20 & FY21 OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Administration - 1100

Position Title	Authorized	Funded	Authorized	Funded	Authorized	Funded
	FY20 June 2018	FY 20 June 2018	FY 20 2019	FY20 2019	FY21 2019	FY 21 2019
CEO/General Manager	1.00	1.00	1.00	1.00	1.00	1.00
Chief Operations Officer	1.00	1.00	1.00	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	2.00	1.00	2.00	1.00	2.00	1.00
Total Full-Time Equivalents (FTEs)	5.00	4.00	5.00	4.00	5.00	4.00

FY20 & FY21 OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Finance - 1200

Position Title	Authorized	Funded	Authorized	Funded	Authorized	Funded
	FY20 June 2018	FY 20 June 2018	FY 20 2019	FY20 2019	FY21 2019	FY 21 2019
Chief Financial Officer (CFO)	1.00	1.00	1.00	1.00	1.00	1.00
Finance Deputy Director	1.00	1.00	1.00	1.00	1.00	1.00
Senior Accountant	0.50	0.00	0.00	0.00	0.00	0.00
Accountant II	1.00	1.00	1.00	1.00	1.00	1.00
Accounting Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Senior Accounting Tech	1.00	1.00	1.00	1.00	1.00	1.00
Senior Payroll Specialist	1.00	1.00	1.00	1.00	1.00	1.00
**Revenue Account Coordinator*	1.00	1.00	0.00	0.00	0.00	0.00
Senior Financial Analyst	1.00	1.00	1.00	1.00	1.00	1.00
Financial Analyst	1.00	1.00	1.00	1.00	1.00	1.00
**Revenue Collection Clerk	1.00	0.00	1.00	0.00	1.00	0.00
Total Full-Time Equivalents (FTEs)	10.50	9.00	9.00	8.00	9.00	8.00

* Transferred to Marketing, Communications & Customer Service

**** New Titles contingent upon Board Approval of the Final SEIU Position Descriptions**

FY20 & FY21 OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Marketing, Communications & Customer Service - 1300

Position Title	FY20 June 2018		FY 20 June 2018		FY 20 2019		FY21 2019		FY 21 2019	
	Authorized	Funded	Authorized	Funded	Authorized	Funded	Authorized	Funded	Authorized	Funded
Marketing, Communications and Customer Service Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
** Customer Service Supervisor	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Customer Service Representative	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00
Senior Customer Service Representative	2.00	0.00	2.00	0.00	2.00	0.00	2.00	2.00	2.00	0.00
Administrative Assistant	1.25	1.00	1.25	1.00	1.25	1.00	1.25	1.25	1.25	1.00
**Revenue Account Coordinator*	0.00	0.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total Full-Time Equivalents (FTEs)	18.25	16.00	19.25	17.00	19.25	17.00	19.25	19.25	17.00	17.00

* Transferred from Finance

**** New Titles contingent upon Board Approval of the Final SEIU Position Descriptions**

FY20 & FY21 OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Human Resources - 1400

Position Title	Authorized		Funded		Authorized		Funded	
	FY20 June 2018	FY20 June 2018	FY 20 June 2018	FY 20 June 2018	FY 20 2019	FY20 2019	FY 20 2019	FY 20 2019
Human Resources Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Human Resources Deputy Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
**Human Resources Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
**Principal Human Resources Generalist	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
**Benefits Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Human Resources Specialist	1.00	0.00	1.00	0.00	1.00	1.00	0.00	0.00
Human Resources Clerk	1.00	0.00	1.00	0.00	1.00	1.00	0.00	0.00
**Paralegal II	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total Full-Time Equivalents (FTEs)	8.00	6.00	8.00	6.00	8.00	8.00	6.00	6.00

**** New Titles contingent upon Board Approval of the Final SEIU Position Descriptions**

FY20 & FY21 OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Information Technology - 1500

Position Title	Authorized	Funded	Authorized	Funded	Authorized	Funded
	FY20 June 2018	FY 20 June 2018	FY 20 2019	FY20 2019	FY21 2019	FY 21 2019
Information Technology and ITS Director	1.00	1.00	1.00	1.00	1.00	1.00
Asst Manager of Information Technology	1.00	0.00	1.00	0.00	1.00	0.00
Senior Database Administrator	1.00	1.00	1.00	1.00	1.00	1.00
Database Administrator	1.00	1.00	1.00	1.00	1.00	1.00
Systems Administrator/Senior	1.00	1.00	1.00	1.00	1.00	1.00
**Information Technology Support Analyst I/II	2.00	1.00	2.00	1.00	2.00	1.00
Total Full-Time Equivalents (FTEs)	7.00	5.00	7.00	5.00	7.00	5.00

**** New Titles contingent upon Board Approval of the Final SEIU Position Descriptions**

FY20 & FY21 OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Planning, Grants, Governmental Affairs - 1600

Position Title	Authorized	Funded	Authorized	Funded	Authorized	Funded
	FY20 June 2018	FY 20 June 2018	FY 20 2019	FY20 2019	FY21 2019	FY 21 2019
Planning and Development Director	1.00	1.00	1.00	1.00	1.00	1.00
Grants/Legislative Analyst	2.00	1.00	2.00	1.00	2.00	1.00
Transportation Planning Supervisor	1.00	0.00	1.00	0.00	1.00	0.00
**Transportation Planner I	1.00	0.00	1.00	0.00	1.00	0.00
Senior Transportation Planner	1.00	0.00	1.00	0.00	1.00	0.00
**Transportation Planner II	1.00	1.00	1.00	1.00	1.00	1.00
Transit Surveyor	1.00	0.00	1.00	0.00	1.00	0.00
**Planning Aide*	0.00	0.00	1.00	1.00	1.00	1.00
**Planning Data Analyst	1.00	1.00	1.00	1.00	1.00	1.00
Schedule Analyst	2.00	1.00	2.00	1.00	2.00	1.00
Total Full-Time Equivalents (FTEs)	11.00	5.00	12.00	6.00	12.00	6.00

*Provisional position

** New Titles contingent upon Board Approval of the Final SEIU Position Descriptions

FY20 & FY21 OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
District Counsel - 1700

Position Title	Authorized FY20 June 2018	Funded FY 20 June 2018	Authorized FY 20 2019	Funded FY20 2019	Authorized FY21 2019	Funded FY 21 2019
District Counsel	1.00	0.00	1.00	0.00	1.00	0.00
**Paralegal II*	1.00	0.00	1.00	0.00	1.00	0.00
Administrative Assistant	1.00	0.00	1.00	0.00	1.00	0.00
Total Full-Time Equivalents (FTEs)	3.00	0.00	3.00	0.00	3.00	0.00

* Transferred to Human Resources as Paralegal with HR Duties

**** New Titles contingent upon Board Approval of the Final SEIU Position Descriptions**

FY20 & FY21 OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Safety, Security, and Risk Management - 1800

Position Title	Authorized FY20 June 2018	Funded FY 20 June 2018	Authorized FY 20 2019	Funded FY20 2019	Authorized FY21 2019	Funded FY 21 2019
**Claims Technician II	1.00	0.00	1.00	0.00	1.00	0.00
**Safety and Training Program Specialist I	1.00	1.00	1.00	1.00	1.00	1.00
Safety, Security and Risk Director	1.00	1.00	1.00	1.00	1.00	1.00
Total Full-Time Equivalents (FTEs)	3.00	2.00	3.00	2.00	3.00	2.00

**** New Titles contingent upon Board Approval of the Final SEIU Position Descriptions**

FY20 & FY21 OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Purchasing - 1900

Position Title	Authorized	Funded	Authorized	Funded	Authorized	Funded
	FY20 June 2018	FY 20 June 2018	FY 20 2019	FY20 2019	FY21 2019	FY 21 2019
Purchasing and Special Projects Director	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Specialist*	1.00	1.00	0.25	0.25	0.00	0.00
Purchasing Agent	1.00	0.00	1.00	0.00	1.00	0.00
**Purchasing Assistant	1.00	1.00	1.00	1.00	1.00	1.00
**Buyer	0.00	0.00	1.00	1.00	1.00	1.00
Parts and Materials Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
**Lead Parts and Materials Clerk	1.00	1.00	1.00	1.00	1.00	1.00
**Parts and Materials Clerk	2.00	2.00	3.00	3.00	3.00	3.00
**Administrative Clerk	1.00	1.00	0.00	0.00	0.00	0.00
Total Full-Time Equivalents (FTEs)	9.00	8.00	9.25	8.25	9.00	8.00

*Provisional position authorized and funded for 3 months in FY20
**** New Titles contingent upon Board Approval of the Final SEIU Position Descriptions**

**FY20 & FY21 OPERATING BUDGET
 Authorized and Funded Personnel - Full Time Equivalent (FTE)
 Facilities Maintenance - 2200**

Position Title	FY20 June 2018		FY 20 June 2018		FY 20 2019		FY20 2019		FY21 2019		FY 21 2019	
	Authorized	Funded	Authorized	Funded	Authorized	Funded	Authorized	Funded	Authorized	Funded	Authorized	Funded
Facilities Maintenance Manager	1.00	0.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Facilities Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
**Lead Facilities Maintenance Worker	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Facilities Maintenance Worker II	7.00	6.00	7.00	6.00	7.00	6.00	7.00	6.00	7.00	7.00	6.00	6.00
Facilities Maintenance Worker I	2.00	0.00	2.00	0.00	2.00	0.00	2.00	0.00	2.00	2.00	0.00	0.00
**Custodial Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
**Lead Custodial Service Worker	0.00	0.00	0.00	0.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
**Custodial Service Worker	7.00	7.00	7.00	7.00	7.00	7.00	7.00	6.00	7.00	7.00	6.00	6.00
Administrative Assistant	1.00	0.00	1.00	0.00	1.00	0.00	1.00	0.00	1.00	1.00	0.00	0.00
Total Full-Time Equivalents (FTEs)	22.00	17.00	23.00	18.00	23.00	18.00	23.00	18.00	23.00	23.00	18.00	18.00

**** New Titles contingent upon Board Approval of the Final SEIU Position Descriptions**

**FY20 & FY21 OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Paratransit - 3100**

Position Title	FY20 June 2018		FY 20 June 2018		FY 20 2019		FY21 2019		FY 21 2019	
	Authorized	Funded	Authorized	Funded	Authorized	Funded	Authorized	Funded	Authorized	Funded
Operations Manager: Paratransit	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Assistant Operations Manager: Paratransit*	1.00	1.00	1.00	1.00	1.00	0.00	1.00	1.00	1.00	0.00
Accessible Services Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Paratransit Eligibility Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Reservation & Scheduling Coord	1.00	0.00	1.00	0.00	1.00	0.00	1.00	1.00	1.00	0.00
Safety/Road Response Coord	1.00	0.00	1.00	0.00	1.00	0.00	1.00	1.00	1.00	0.00
Dispatcher/Scheduler	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00
Dispatcher	5.00	3.00	5.00	3.00	5.00	3.00	5.00	5.00	5.00	3.00
Clerk I-II-III	2.00	1.00	2.00	1.00	2.00	1.00	2.00	2.00	2.00	1.00
Van Operator	34.00	30.00	34.00	30.00	34.00	30.00	34.00	34.00	34.00	30.00
Paratransit Supervisor	2.00	2.00	3.00	2.00	3.00	2.00	3.00	3.00	3.00	2.00
Total Full-Time Equivalents (FTEs)	53.00	44.00	54.00	43.00	54.00	43.00	54.00	54.00	54.00	43.00

* Transferred to Operations

FY20 & FY21 OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Operations - 3200

Position Title	Authorized		Funded		Authorized		Funded	
	FY20 June 2018	FY20 June 2018	FY 20 June 2018	FY 20 June 2018	FY 20 2019	FY21 2019	FY 20 2019	FY 21 2019
Assistant Operations Manager**	1.00	0.00	1.00	1.00	1.00	1.00	1.00	1.00
Operations Manager: Fixed Route	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Transit Supervisor	15.00	11.00	15.00	11.00	15.00	15.00	11.00	11.00
Assistant Safety & Training Coordinator***	1.00	0.00	1.00	1.00	1.00	1.00	1.00	1.00
Safety & Training Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
** Administrative Assistant Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Payroll Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total Full-Time Equivalents (FTEs)	22.00	16.00	22.00	18.00	22.00	22.00	18.00	18.00

* Transferred from Paratransit

** New Titles contingent upon Board Approval of the Final SEIU Position Descriptions

*** Funding for the position is transferred from Bus Operators (1 FTE)

FY20 & FY21 OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Bus Operators - 3300

Position Title	Authorized	Funded	Authorized	Funded	Authorized	Funded
	FY20 June 2018	FY 20 June 2018	FY 20 2019	FY20 2019	FY21 2019	FY 21 2019
Bus Operators *	171.00	155.00	171.00	154.00	171.00	153.00
Total Full-Time Equivalents (FTEs)	171.00	155.00	171.00	154.00	171.00	153.00

* Funding for 1 FTE is transferred to Operations and 1 FTE is funded by a grant for one year in FY20

FY20 & FY21 OPERATING BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Fleet Maintenance - 4100

Position Title	Authorized		Funded		Authorized		Funded	
	FY20 June 2018	FY20 June 2018	FY 20 June 2018	FY 20 June 2018	FY 20 2019	FY20 2019	FY 21 2019	FY 21 2019
Maintenance Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Assistant Maintenance Manager*	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Fleet Maintenance Supervisor	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
**Lead Mechanic	6.00	4.00	6.00	4.00	6.00	6.00	6.00	4.00
**Mechanic III	4.00	2.00	4.00	2.00	4.00	4.00	4.00	2.00
**Mechanic I - II	18.00	14.00	18.00	14.00	18.00	18.00	18.00	14.00
**Vehicle Body Repair Mechanic	1.00	0.00	1.00	0.00	1.00	1.00	1.00	0.00
Upholsterer I - II	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
**Administrative Assistant Supervisor	1.00	0.00	1.00	0.00	1.00	1.00	1.00	0.00
Administrative Specialist	1.00	0.00	1.00	0.00	1.00	1.00	1.00	0.00
Accounting Technician/Senior	2.00	1.00	2.00	1.00	2.00	2.00	2.00	1.00
**Administrative Clerk	1.00	0.00	1.00	0.00	1.00	1.00	1.00	0.00
**Lead Vehicle Service Worker	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Vehicle Service Detailer	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Vehicle Service Worker I - II	12.00	7.00	12.00	7.00	12.00	12.00	12.00	7.00
Electronic Technician	1.00	1.00	1.00	1.00	2.00	2.00	2.00	1.00
Total Full-Time Equivalents (FTEs)	57.00	39.00	58.00	38.00	58.00	58.00	58.00	38.00

* Transferred to Facilities Maintenance

** **New Titles contingent upon Board Approval of the Final SEIU Position Descriptions**

- THIS PAGE INTENTIONALLY LEFT BLANK -

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 PRELIMINARY CAPITAL BUDGET**

AS OF MAY 17, 2019

PROJECT/ACTIVITY	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	LCTOP	LPP	STA-SB1 (XFR FROM OPER BUDGET)	STA-SGR (SB 1)	BUS REPLACEMENT FUND		OPERATING & CAPITAL RESERVE FUND	TOTAL
											PTMISEA (1B) - PAC STATION/BUS & BUS FAC.	STIP		
Non-Revenue Vehicle Purchases & Replacements														
29 Replace Custodial Support Vehicles (2) (FTA5339a FY18)	\$ 30,000													
Subtotal	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000
Fleet & Maint Equipment														
30 Bus Yard Scrubber/Sweeper (FTA 5339a FY18)	\$ 75,000													\$ 75,000
31 Floor Scrubber (1) for Maint. Shop (FTA 5339a FY18)	\$ 45,000													\$ 45,000
32 METRO Logo Signs for JKS Ops Bldg.	\$ 120,000												\$ 4,480	\$ 4,480
Subtotal	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ -			\$ -	\$ -	\$ -	\$ -	\$ 4,480	\$ 124,480
Office Equipment														
33 None	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Misc.														
34 Ticket Vending Machine-SL V-Installation Costs + Misc									\$ 17,045				\$ 15,000	\$ 32,045
35 TVM Pin Pad Bezel 8 Upgrade (6)													\$ 22,250	\$ 22,250
36 Misc. Emergency Capital Items \$1K to \$5K													\$ 10,000	\$ 10,000
37 Watsonville Transit Mural (\$2,700 from Arts Council SC)													\$ 6,600	\$ 6,600
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			\$ 17,045	\$ -	\$ -	\$ -	\$ 53,850	\$ 70,895
TOTAL CAPITAL PROJECTS	\$ 7,261,623	\$ 2,889,881	\$ 3,170,000	\$ 1,572,394	\$ 786,000	\$ 51,142	\$ 671,079	\$ 4,072,108	\$ 912,504	\$ 21,386,731				

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY20 PRELIMINARY CAPITAL BUDGET**

AS OF MAY 17, 2019

PROJECT/ACTIVITY	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	LCTOP	LPP	STA-SB1 (XFR FROM OPER BUDGET)	STA-SGR (SB 1)	MEASURE D (XFR FROM OPER BUDGET)	BUS REPLACEMENT FUND		TOTAL
												\$3M PER YEAR (MEASURE D + SB1 STA&SGR)	RESTRICTED	
CAPITAL PROGRAM FUNDING														
Federal Sources of Funds:														
Federal Grants (FTA)	\$ 6,761,623													\$ 6,761,623
Surface Transportation Block Grant (STBG)	\$ 500,000													\$ 500,000
State Sources of Funds:														
PTMISEA (1E)		\$ 2,889,881												\$ 2,889,881
State Transportation Improvement Program (STIP)			\$ 3,170,000											\$ 3,170,000
Low Carbon Transit Operations Program (LCTOP)				\$ 1,572,394										\$ 1,572,394
Local Partnership Program (LPP)					\$ 786,000									\$ 786,000
Transfers from Operating Budget (STA-SB1)						\$ 51,142			\$ 51,142					\$ 51,142
STA-SGR (SB1)										\$ 671,079				\$ 671,079
Transfers from Operating Budget (Measure D)											\$ 4,072,108			\$ 4,072,108
Local Sources of Funds:														
Operating and Capital Reserve Fund													\$ 912,504	\$ 912,504
TOTAL CAPITAL FUNDING BY FUNDING SOURCE	\$ 7,261,623	\$ 2,889,881	\$ 3,170,000	\$ 1,572,394	\$ 786,000	\$ 51,142	\$ 1,572,394	\$ 786,000	\$ 671,079	\$ 4,072,108	\$ 4,072,108	\$ 912,504	\$ 21,386,731	
Restricted Funds	\$ 7,261,623	\$ 2,889,881	\$ 3,170,000	\$ 1,572,394	\$ 786,000	\$ 51,142	\$ 1,572,394	\$ 786,000	\$ 671,079	\$ 4,072,108	\$ 4,072,108	\$ 912,504	\$ 20,423,085	
Unrestricted Funds													\$ 963,646	
TOTAL CAPITAL FUNDING	\$ 7,261,623	\$ 2,889,881	\$ 3,170,000	\$ 1,572,394	\$ 786,000	\$ 51,142	\$ 1,572,394	\$ 786,000	\$ 671,079	\$ 4,072,108	\$ 4,072,108	\$ 912,504	\$ 21,386,731	
* NOTE: The amounts listed here represent the amounts committed against awarded grants and projects, and therefore will not equal the \$3M allocated to the Bus Replacement Fund in any given year.														

- THIS PAGE INTENTIONALLY LEFT BLANK -

Attachment F

10 year METRO Unfunded Capital Projects - Summary

Category	5-yr need (000s)	10-yr need (000s)
Construction	\$ 22,708	\$ 152,008
Vehicle State of Good Repair (SGR)	\$ 13,260	\$ 46,235
Facilities Maintenance	\$ 3,980	\$ 6,405
Information Technology (IT)	\$ 4,759	\$ 4,759
Total	\$ 44,707	\$ 209,407

UNFUNDED CAPITAL PROJECTS (000s)											
Construction		20	21	22	23	24	25	26	27	28	29
#	Project	Description	Cost (000s)								
1	ZEB Charging Infrastructure at JKS	JKS yard-charging infrastructure for 10 buses	\$ 858	\$ 858							
2	ZEB Fast-charging Infrastructure at WTC	Fast-charging infrastructure at Watsonville Transit Center	\$ 1,000	\$ 1,000							
3	Roof Reconstruction, Golf Club	Reconstruct built-up roof on first-half of Maintenance Building	\$ 175	\$ 175							
4	ParaCruz Operating Facility (Mobility Management Center)	Property Acquisition, Design, Right-of-Way and construction for new ParaCruz Operating Facility	\$ 12,000	\$ 12,000							
5	Pacific Station Renovation	Renovation or mixed-use project with City	\$ 6,000	\$ 6,000							
6	ADA Access Bus Stops	Remedial ADA Access at all bus stops: pending COA and bus stop audit	\$ -	\$ -							
7	ADA Access at all Facilities	Remedial ADA Access at all facilities. Needs to be identified in future Accessibility Study	\$ -	\$ -							
8	Vernon Street Bus Stop	Move (Route 4) bus stop to lower Admin parking lot. Install base and concrete to bus stop pad and maneuvering apron. Necessary precursor to securing maintenance facility.	\$ 600	\$ 300	\$ 300						
9	Solar Panels	Energy cost reduction through installation of roof-mounted solar panels at the Judy K. Souza Operations Facility, Golf Club, and Vernon	\$ 2,000	\$ 2,000							
10	Cavallaro Transit Center roof replacement and solar panels	Shingle roof and solar panels	\$ 75	\$ 75							
11	Maintenance Facility Wing 2 (to accommodate articulated buses)	Property Acquisition (including 1231 River St), Design, Right-of-Way and Construction for second wing of Maintenance Facility	\$ 15,850	\$ 15,850							\$ 15,850
12	Soquel/Freedom Traffic Signal Priority/Pre-emption for Buses	Enable coach operators to actuate traffic signals to prolong green or change red lights to improve transit running time	\$ 2,000	\$ 2,000							\$ 2,000
13	Watsonville Park and Ride Lot	South County P&R to support Hwy 1 commuters (200 spaces)	\$ 10,000	\$ 10,000							\$ 10,000
14	Cavallaro Transit Center Parking Structure	3-Story Parking Structure to support Hwy 17 Express commuters and City activities	\$ 26,400	\$ 26,400							\$ 26,400

UNFUNDED CAPITAL PROJECTS (000s)											
Construction		20	21	22	23	24	25	26	27	28	29
#	Project	Description	Cost (000s)								
15	Remove Diesel Tank	Remove tank after replacement of last diesel bus fleet. On hold, as more diesel buses may be added to the fleet.	\$ 50							\$ 50	
16	South County Ops. & Maint. Facility	Auxiliary Operating (including ParaCruz) & Maintenance Facility in Watsonville.	\$ 50,000								\$ 50,000
17	New Watsonville Transit Center	Replacement of current transit center	\$ 25,000								\$ 25,000
		Unfunded Capital Costs thru 2029	\$152,008	\$ 1,858	\$ 20,475	\$ 375	\$ -	\$ -	\$ -	\$ 50	\$ 75,000
		Unfunded Capital Costs thru 2024	\$ 22,708								

UNFUNDED CAPITAL PROJECTS (000s)												
#	Project	Vehicle SGR	Description	Cost (000s)	20	21	22	23	24	25	26	27
					\$	\$	\$	\$	\$	\$	\$	\$
1	Bus Replacements 2022		Replace (1) bus	\$ 700			\$ 700					
2	ParaCruz Replacements		3 new vehicles per year FY21-29	\$ 2,635	\$ 255	\$ 255	\$ 255	\$ 255	\$ 255	\$ 255	\$ 255	\$ 255
3	Bus Replacements 2023			\$ -								
4	Bus Replacements 2024		Bus Replacements Replace (16) buses	\$ 11,200				\$ 11,200				
5	Bus Replacements 2025		Bus Replacements Replace (6) buses (incl 4 artics)	\$ 4,200				\$ 4,200				
6	Bus Replacements 2026		Bus Replacements Replace (25) buses (incl 5 ZEB)	\$ 19,000					\$ 19,000			
7	Bus Replacements 2027		Bus Replacements Replace (3) buses (1 ZEB; 2CNG)	\$ 2,400						\$ 2,400		
8	Bus Replacements 2028		Bus Replacements Replace (4) buses (1 ZEB; 3 CNG)	\$ 3,100							\$ 3,100	
9	Bus Replacements 2029		Bus Replacements Replace (3) buses (3 ZEB)	\$ 3,000								
10	Non-revenue Vehicle Replacements		Non-revenue trucks and cars	\$ -								
			Unfunded Capital Costs thru 2029	\$ 46,235	\$ 255	\$ 255	\$ 955	\$ 11,455	\$ 4,455	\$ 19,255	\$ 2,655	\$ 3,355
			Rolling Stock Replacements	\$ 46,235	\$ 255	\$ 255	\$ 955	\$ 11,455	\$ 4,455	\$ 19,255	\$ 2,655	\$ 3,355
			Unfunded Capital Costs thru 2024	\$ 13,260								

UNFUNDED CAPITAL PROJECTS (000s)

Facilities Maintenance		20	21	22	23	24	25	26	27	28	29	30
#	Project	Description	Cost (000s)									
1	Gate Control - bus entries at JKS	Security gates and gate controller for upper entry to bus yard	\$ 100	\$ 100								
2	Scissor Lift		\$ 20	\$ 20								
3	Capital upgrade of existing transit facilities	Capital upgrade of bus stops, parking lots, transit centers, buildings	\$ 750	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75
4	Custodial Equipment Replacement	Vacuums, Buffers, Scrubbers	\$ 200	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20
5	Landscaping/Irrigation	Re-landscape & irrigate all sites	\$ 240	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30
6	Custodial Vehicles	Custodian support vehicle replacement (2 of 2)	\$ 30	\$ 30								
7	Bird Abatement	All Facilities	\$ 10	\$ 10								
8	Maintenance Facility - Replace Roof	Replace entire roof - poor construction and leaks throughout	\$ 353	\$ 353								
9	Furniture	All Facilities	\$ 150	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50
10	Fueling and Wash Facility - Awning Install	Construction phase - Awning at front of fueling island	\$ 250	\$ 250								
11	Traffic/CHP Monitors at Dispatch		\$ 2	\$ 2								
12	Fuel and Wash Facility - rust removal and repaint	Remove rust and repaint bus fuel and wash facility and equipment	\$ 125	\$ 125								
13	Emergency Operations Centers	Purchase of equipment for EOC at OPS and Admin	\$ -									
14	Bus Washer	Refurb N/S Wash System purchased 2008 & upgrade water recycling system	\$ 100	\$ 100								
15	Maintenance parking lot drainage	French drain or other solution to ensure water doesn't drain to Rayne building	\$ 50	\$ 50								
16	Upgrade HVAC Systems for Vernon	Heating Ventilation Air Conditioning	\$ 50	\$ 50								
17	Administration Remodel	Office remodel of 110 Vernon St.: move/add office space and upgrade HVAC	\$ 1,000	\$ 1,000								
18	Portable Bus Lifts	1 set of 6 artic lifts, \$100k; 2 sets of 4 standard lifts, \$150k. Estimates include labor.	\$ 250	\$ 100	\$ 150							
19	Exterior/Interior Painting	Exterior: Vernon; Interior: Golf Club	\$ 245	\$ 125	\$ 120							
20	Medium Duty Trash Truck	Safer and more efficient bus stop trash cleanup	\$ 150	\$ 150								
21	Shop bay door drainage	French drain or other solution for shop bay door drainage	\$ 200	\$ 200	\$ 200							
22	Parts Washers (3)	Replace the JRI units purchased 2010	\$ 80	\$ 80	\$ 80							

Attachment F

Facilities Maintenance		UNFUNDED CAPITAL PROJECTS (000s)													
		20	21	22	23	24	25	26	27	28	29				
#	Project	Description	Cost (000s)												
23	Parallelogram Lift Replacement		\$ 200					\$ 200							
24	Roof Replacement, Fueling Station	Replace Roof (20 yr replacement cycle)	\$ 150									\$ 150			
25	In-ground Bus Lifts	Remove and replace in-ground lifts	\$ 1,700												\$ 1,700
Unfunded Capital Costs thru 2029			\$ 6,405	\$ 1,265	\$ 1,450	\$ 495	\$ 395	\$ 115	\$ 115	\$ 265	\$ 115	\$ 115	\$ 115	\$ 1,815	
Unfunded Capital Costs thru 2024			\$ 3,980												

Attachment F

UNFUNDED CAPITAL PROJECTS (000s)

#	Project	Description	Cost (000s)	IT												
				20	21	22	23	24	25	26	27	28	29			
1	Surveillance systems on buses	Phase 2 (remaining buses). Retrofit 25 buses each in FY20 and FY21	\$ 750	\$ 375	\$ 375											
2	Bus APC	Automatic Passenger Counter (APC) systems on all METRO buses.	\$ 650	\$ 650												
3	Backup (to Kire Hill) Repeater Site	2-way Radio Equipment to allow JKS to function as an emergency radio repeater site	\$ 25	\$ 25												
4	Eligibility Coordinator ID Card Printer		\$ 6	\$ 6												
5	Financial Management Software	Financial, Payroll, Timekeeping Software. \$30k (in FY19) is for consultant to draft scope; \$125k for 1st module in FY21; module 2 in FY22	\$ 250	\$ 125	\$ 125											
6	Backup system	Backup system to meet growing disaster recovery needs	\$ 20		\$ 20											
7	Account-based Fare Collection Upgrade	Account-based fare collection upgrade to replace GFI system (excluding fareboxes and vaults)	\$ 1,500		\$ 1,500											
8	MaintStar Expansion Software and Mobile Equipment	Asset and Maintenance Managing software and equipment with onsite training and installation. Work field orders.	\$ 150		\$ 150											
9	ITS	Public WiFi equipment on all facilities and routes beginning w/UCSCs and Express buses. Bus AVL implementation may negate the need for this.	\$ 1,000		\$ 1,000											
10	Camera security system for ParaCruz facility	Camera security system for ParaCruz facility	\$ 150		\$ 150											
11	ParaCruz MDC replacements	ParaCruz MDC replacements. (may be replaced as part of potential Trapeze > Ecolane replacement	\$ 8		\$ 8											
12	ParaCruz Dispatching and Scheduling Software		\$ -		\$ -											
13	TVMs - replacements and additional	TVM Upgrades and/or replacements	\$ 250		\$ 250											

Unfunded Capital Costs thru 2029	\$ 4,759	\$ 1,056	\$ 500	\$ 3,203	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unfunded Capital Costs thru 2024	\$ 4,759									

Attachment F

- THIS PAGE INTENTIONALLY LEFT BLANK -

Attachment G



BEFORE THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Resolution No.
On the Motion of Director:
Duly Seconded by Director:
The Following Resolution is Adopted:

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT TO SET A PUBLIC HEARING ON JUNE 28, 2019 TO ADOPT THE FINAL FY20 AND FY21 OPERATING BUDGET AND FY20 CAPITAL BUDGET

WHEREAS, it is in the interest of the Santa Cruz Metropolitan Transit District to adopt a budget for each fiscal year;

WHEREAS, a budget for Capital and Operating expenses and revenues has been developed for fiscal years 2020 and 2021;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT, that:

A Public Hearing shall be held on June 28, 2019, at 9:00 am or as soon as possible in the Santa Cruz City Council Chambers at 809 Center Street, Santa Cruz, CA for purposes of discussing the adoption of the Final FY20 & FY21 Operating Budget and FY20 Capital Budget. Public comments shall be solicited prior to the hearing as directed by the CEO/General Manager.

PASSED AND ADOPTED this 17th Day of May 2019 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

Attachment G

Resolution No. _____

Page 2

Approved:

Ed Bottorff, Chair

Attest:

Alex Clifford, CEO/General Manager

Approved as to form:

Julie A. Sherman, General Counsel
