



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
BOARD OF DIRECTORS AGENDA
REGULAR MEETING
OCTOBER 22, 2021– 9:00 AM**

**Due to COVID-19, this meeting will be conducted via teleconference only
(no physical location) pursuant to Assembly Bill 361
(Government Code Section 54953)**

MEMBERS OF THE PUBLIC MAY NOT ATTEND THIS MEETING IN PERSON

Directors, staff and the public may participate remotely via the Zoom website [at this link](#) and following the instructions or by calling 1-669-900-6833 Meeting ID 869 2190 5422

Members of the public are encouraged to participate remotely. Public comments may be submitted via email to boardinquiries@scmttd.com. Please indicate in your email the agenda item to which your comment applies. Comments submitted before the meeting will be provided to the Directors before or during the meeting. Comments submitted after the meeting is called to order will be included in the Board's correspondence that is posted online at the board meeting packet link. Oral public comments will also be accepted during the meeting through Zoom. Should Zoom not be operational, please check online at: www.scmttd.com for any updates or further instruction.

The Board of Directors Meeting Agenda Packet can be found online at www.SCMTD.com.

The Board 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 Jimmy Dutra	City of Watsonville
Director Shebreh Kalantari-Johnson	City of Santa Cruz
Director Manu Koenig	County of Santa Cruz
Director Donna Lind	City of Scotts Valley
Director Bruce McPherson	County of Santa Cruz
Director Donna Meyers	City of Santa Cruz
Director Alta Northcutt	City of Watsonville
Director Larry Pageler	County of Santa Cruz
Director Kristen Petersen	City of Capitola
Director Dan Rothwell	County of Santa Cruz
Director Mike Rotkin	County of Santa Cruz
Ex-Officio Director Dan Henderson	UC Santa Cruz
Vacant Ex-Officio Director	Cabrillo College
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.

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. Today's meeting is being broadcast by Community Television of Santa Cruz County.
- 4 BOARD OF DIRECTORS COMMENTS**
- 5 ORAL AND WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS**
- 6 LABOR ORGANIZATION COMMUNICATION**
- 7 METRO ADVISORY COMMITTEE (MAC) WRITTEN COMMUNICATION**
- 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.

- 9.1. ACCEPT AND FILE: PRELIMINARY APPROVED CHECK JOURNAL DETAIL FOR THE MONTH OF SEPTEMBER 2021**
Chuck Farmer, CFO
- 9.2. ACCEPT AND FILE: MINUTES OF THE SEPTEMBER 24, 2021 METRO BOARD OF DIRECTORS MEETING AND THE MINUTES OF THE OCTOBER 8, 2021 SPECIAL BOARD OF DIRECTORS MEETING**
Alex Clifford, CEO/General Manager
- 9.3. ACCEPT AND FILE THE YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF SEPTEMBER 30, 2021**
Chuck Farmer, CFO
- 9.4. APPROVE: CONSIDERATION OF DECLARING VEHICLES AND/OR EQUIPMENT AS EXCESS FOR PURPOSES OF DISPOSAL OR AUCTION**
Chuck Farmer, CFO

- 9.5 APPROVE: CONSIDERATION OF REAPPOINTMENTS TO THE METRO ADVISORY COMMITTEE (MAC)**
Alex Clifford, CEO/General Manager
- 9.6 CONSIDERATION OF A RESOLUTION TO ESTABLISH THE BOARD OF DIRECTORS' MEETING SCHEDULE & LOCATIONS FOR THE 2022 CALENDAR YEAR**
Alex Clifford, CEO/General Manager
- 9.7 CONSIDERATION OF APPROVAL OF CALPERS RESOLUTION TO UPDATE MEDICAL PREMIUM CONTRIBUTION RATES FOR MANAGEMENT**
Dawn Crummié, HR Director

REGULAR AGENDA

- 10 PRESENTATION OF EMPLOYEE LONGEVITY AWARDS: EFRAIN HERNANDEZ (20 years) AND MARIA HERNANDEZ (25 years)**
Donna Lind, Board Chair
- 11 ACCEPT AND FILE: STATE LEGISLATIVE UPDATE FROM JOSH SHAW & MICHAEL PIMENTEL OF SHAW, YODER, ANTWIH, SCHMELZER & LANG**
Josh Shaw & Michael Pimentel of Shaw, Yoder, Antwih, Schmelzer & Lang
- 12 ACCEPT AND FILE: FEDERAL LEGISLATIVE UPDATE FROM CHRIS GIGLIO OF CAPITAL EDGE**
Chris Giglio, Capital Edge
- 13 ORAL PARACRUZ UPDATE**
Daniel Zaragoza, Operations Manager, Paratransit Division, with Ken Hart, Swift Consulting
- 14 ACCEPT AND FILE: CRUZ ON-DEMAND MICROTRANSIT SERVICE SIX MONTH UPDATE**
John Urgo, Planning & Development Director
- 15 BOARD COMMITTEE ASSIGNMENTS**
Donna Lind, Board Chair
- 16 CEO ORAL REPORT / COVID-19 UPDATE**
Alex Clifford, CEO/General Manager
- 17 REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION**
Julie Sherman, General Counsel
- 18 RECESS TO CLOSED SESSION**

SECTION II: CLOSED SESSION

- 19 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (GOVERNMENT CODE SECTION 45956.9(D)(1)). PALMADESSA, STEVE V. SANTA CRUZ METROPOLITAN TRANSIT DISTRICT, ET AL.; CLAIM NO. CLPA13048A1**

SECTION III: RECONVENE TO OPEN SESSION

- 20 REPORT OF CLOSED SESSION ITEM**

Julie Sherman, General Counsel

- 21 ANNOUNCEMENT OF A SPECIAL MEETING ON FRIDAY, NOVEMBER 12, 2021 AND REGULAR BOARD OF DIRECTORS MEETING ON NOVEMBER 19, 2021 AT 9:00 AM, VENUE (TELECONFERENCE OR PHYSICAL) TO BE DETERMINED**

Donna Lind, Board Chair

- 22 ADJOURNMENT**

Donna Lind, Board Chair

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Public Comment If you wish to address the Board, please follow the directions at the top of the agenda. If you have anything that you wish distributed to the Board and included for the official record, please include it in your email. Comments that require a response may be deferred for staff reply.



DATE: October 22, 2021
TO: Board of Directors
FROM: Chuck Farmer, CFO
SUBJECT: **ACCEPT AND FILE PRELIMINARY APPROVED CHECK JOURNAL
DETAIL FOR THE MONTH OF SEPTEMBER 2021**

I. RECOMMENDED ACTION

That the Board of Directors accept and file the preliminary approved Check Journal Detail for the month of September 2021

II. SUMMARY

- This staff report provides the Board of Directors (Board) with a preliminary approved Check Journal Detail for the month of September 2021.
- 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 September 2021 have been processed, the checks have been issued and signed by the Deputy Finance Director.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This report aligns to METRO's Financial Stability, Stewardship & Accountability strategic plan.

V. FINANCIAL CONSIDERATIONS/IMPACT

The check journal present the invoices paid in September 2021 for Board review, agency disclosure and transparency.

VI. CHANGES FROM COMMITTEE

N/A.

VII. ALTERNATIVES CONSIDERED

None.

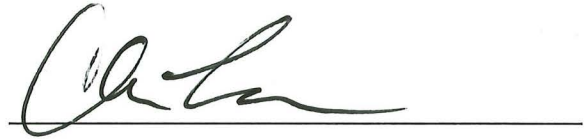
VIII. ATTACHMENTS

Attachment A: Check Journal Detail for the Month of September 2021

Prepared by: Holly Alcorn, Accounting Specialist

IX. APPROVALS

Chuck Farmer, CFO



Alex Clifford, CEO/General Manager



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Attachment A

DATE 10/01/21 08:39

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

PAGE 1

DATE: 09/01/21 THRU 09/30/21

CHECK # START THRU 9999999

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
74219	09/02/21	24,214.00 154	24,214.00	DEPARTMENT OF MOTOR VEHICLES		109565	7JZTH13J6LL000265	24,214.00	
74220	09/02/21	3,059.10 009	3,059.10	PACIFIC GAS & ELECTRIC		109564	7/6-8/4 SVT/PS/WTC	3,059.10	
74221	09/02/21	279.91 215	279.91	RICOH USA, INC. TX		109563	9/3-10/2 LEASE C/S	279.91	
74222	09/02/21	288.30 079	288.30	SANTA CRUZ MUNICIPAL UTILITIES		109561	7/1-7/31HRRIG VERNON	124.58	
						109562	7/1-7/31 IRRIG SBF	163.72	
74223	09/02/21	24,214.00 154	24,214.00	DEPARTMENT OF MOTOR VEHICLES		109566	7JZTH13J8LL000266	24,214.00	
74224	09/06/21	796.37 003151	796.37	ABC BUS INC		109481	INVENTORY ORDER	58.12	
						109519	INVENTORY ORDER	738.25	
74225	09/06/21	385.90 003523	385.90	ACCO-WILSON, INC		109552	BACKFLOW REPAIR WTC	385.90	
74226	09/06/21	63.32 003566	63.32	ACE HARDWARE WATSONVILLE, INC.		109510	DOOR HARDWARE WTC	54.59	
						109516	DOOR STOP WTC	8.73	
74227	09/06/21	216.34 003596	216.34	AMAZON CAPITAL SERVICES, INC.		109536	OFFICE SUPPLIES	19.72	
						109537	CLIPBOARDS MMF	43.72	
						109538	ACCESS CONTR READER	152.90	
74228	09/06/21	1,831.75 001D	1,831.75	AT&T		109518	7/13-8/12 VER/SMC	1,831.75	
74229	09/06/21	14.93 002363	14.93	BATTERIES PLUS #314		109512	BATTERIES OPS	14.93	
74230	09/06/21	1,396.61 001356	1,396.61	BRENCO OPERATING-TEXAS, LP		109461	INVENTORY ORDER	1,396.61	
74231	09/06/21	39.79 130	39.79	CITY OF WATSONVILLE UTILITIES		109528	7/14-8/18 WTC	39.79	
74232	09/06/21	5,508.42 909	5,508.42	CLASSIC GRAPHICS		109515	REPAIR BUS SHELTER	5,508.42	
74233	09/06/21	8,894.72 001124	8,894.72	CLEAN ENERGY		109498	8/10 LNG CHARGES	8,894.72	
74234	09/06/21	2,589.91 003592	2,589.91	CLICK INDUSTRIES, LLC		109553	COVID INV ORDER	389.99	
						109554	PPE/COVID SUPPLIES	2,199.92	
74235	09/06/21	217.30 075	217.30	COAST PAPER & SUPPLY INC.		109555	INVENTORY ORDER	946.87	
						109556	CREDIT TOILET TISSUE	-729.57	
74236	09/06/21	3,215.53 003116	3,215.53	CUMMINS PACIFIC LLP		109478	CREDIT INV#Y9-74143	-51.51	
						109479	VEH# 1207 PARTS	3,258.66	
						109480	VEH# 1209 PARTS	8.38	
74237	09/06/21	272.15 003317	272.15	DENCO CONTROLS INC		109544	FRL ASSEMBLY MMF	272.15	
74238	09/06/21	765.00 002505	765.00	DEPT OF TOXIC SUBSTANCES CTRL		109507	EPA ID/MANIFEST FEE	765.00	
74239	09/06/21	96.00 002567	96.00	DEPARTMENT OF JUSTICE		109527	JUL 21 FINGERPRINTS	96.00	
74240	09/06/21	381.83 003458	381.83	DUFOR INCORPORATED		109543	RPR EV CHARGING STA	381.83	
74241	09/06/21	1,798.20 432	1,798.20	EXPRESS SERVICES INC.		109450	TEMP W/E 8/15	466.56	
						109451	TEMP W/E 8/8	1,331.64	
74242	09/06/21	18,830.95 002295	18,830.95	FIRST ALARM SECURITY & PATROL		109547	JUL 21 LOBBY GUARDS	18,830.95	
74243	09/06/21	8,734.17 003582	8,734.17	FORMS AND SURFACES, INC.		109557	TRASHRECEPTACLES SVT	8,734.17	
74244	09/06/21	57.79 003279	57.79	FRONTIER COMMUNICATIONS - 3025		109508	8/16-9/15 SKY-RIVER	57.79	
74245	09/06/21	128.08 117	128.08	GILLIG LLC		109487	INVENTORY ORDER	83.62	
						109506	INVENTORY ORDER	44.46	
74246	09/06/21	5,080.24 282	5,080.24	GRAINGER		109453	INVENTORY ORDER MMF	6.39	
						109455	INVENTORY ORDER MMF	242.51	
						109457	INVENTORY ORDER	545.99	
						109458	VEH# 708 PARTS	3,789.40	
						109459	INVENTORY ORDER	396.45	
						109520	CITRUS TOWELS MMF	99.50	
74247	09/06/21	259.47 546	259.47	GRANITEROCK COMPANY		109549	FASTSET CONCRETE FLD	81.72	
						109550	MISC REPAIRS MMF	177.75	

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
74248	09/06/21	1,225.00 003518	HENRY EDWARD GEHRING		109540	ANNUAL INSPECT/CERT	1,225.00		
74249	09/06/21	2,581.90 003577	HEREDIA, KEN R.		109496	VEH# PC4219 REPAIRS	2,581.90		
74250	09/06/21	834.64 003442	JOHNSON CONTROLS INC		109548	9/1-11/30/21 SBF	834.64		
74251	09/06/21	713.59 1117	KELLEY'S SERVICE INC.		109465	VEH# 708 PARTS	10.03		
					109491	INVENTORY ORDER	486.51		
					109492	INVENTORY ORDER	9.40		
					109493	INVENTORY ORDER	122.90		
					109494	INVENTORY ORDER	65.03		
					109522	INV/NON INV ORDER	19.72		
74252	09/06/21	1,239.85 003362	LUMINATOR TECHNOLOGY GROUP INC		109504	INVENTORY ORDER	1,239.85		
74253	09/06/21	1,950.00 003401	MACLEOD WATTS INC		109560	GASB 75 ACTUARIAL	1,950.00		
74254	09/06/21	7,052.48 003293	MAKAI SOLUTIONS		109514	SVC CALL/LIFT INSP	440.00		
					109525	SVC CALL/ LIFT INSP	900.00		
					109526	POST INSPECTION RPRS	5,712.48		
74255	09/06/21	198.00 003249	MAXIMUM OIL SERVICE LLC		109513	USED OIL PICKUP MMF	198.00		
74256	09/06/21	269.75 041	MISSION UNIFORM		109474	TOWELS/MATS PRC	10.50		
					109521	LAUNDRY/CUSTODIAL	19.75		
					109524	COVID/FUEL STA TOWEL	156.00		
					109541	TOWELS/MOPS/MATS MMF	41.75		
					109542	TOWELS/MOPS/MATS MMF	41.75		
74257	09/06/21	2,588.69 004	NORTH BAY FORD LINC-MERCURY		109467	VEH# PC1704 REPAIRS	385.00		
					109488	VEH# PC1110 PARTS	302.59		
					109495	VEH# PC1706 REPAIRS	427.18		
					109497	VEH# PC1710 REPAIRS	1,473.92		
74258	09/06/21	39.10 043	PALACE ART & OFFICE SUPPLY		109475	OFFICE SUPPLIES	39.10		
74259	09/06/21	120.00 E1078	PENO, MICHAEL		109558	DMV RENEWAL EXAM	120.00		
74260	09/06/21	20.00 T353	PINI, JOHN		109452	REF 5 TICKETS@\$4EACH	20.00		
74261	09/06/21	54.53 107A	PROBUILD COMPANY LLC		109454	HOG RINGS PRC	20.13		
					109509	SIGN HARDWARE FLD	16.81		
					109511	DOOR STOP OPS	9.33		
					109517	TRIPAC ASST VERNON	8.26		
74262	09/06/21	1,474.32 003154	ROMAINE ELECTRIC CORP		109486	INVENTORY ORDER	1,474.32		
74263	09/06/21	47.30 135	SANTA CRUZ AUTO PARTS, INC.		109464	INVENTORY ORDER	11.64		
					109490	INVENTORY ORDER	35.66		
74264	09/06/21	8,882.55 079	SANTA CRUZ MUNICIPAL UTILITIES		109529	7/9-8/9 SMC/PACIFIC	2,092.97		
					109530	7/9-8/9 VERNON	373.99		
					109531	7/9-8/9 PACIFIC ISL	96.24		
					109532	7/9-8/9 MMF	1,456.97		
					109533	7/9-8/9 SBF/1200B	3,351.86		
					109534	7/9-8/9 OPS	393.61		
					109535	7/9-8/9 SMC/BETTYS	53.87		
					109545	7/9-8/9 IRRIG MMF	12.44		
					109546	7/9-8/9 BUS STOP	1,050.60		
74265	09/06/21	240.00 001292	SANTA CRUZ RECORDS MNGMT INC		109539	8/4 SHREDDING MULTI	240.00		
74266	09/06/21	1,826.75 001307	SANTA CRUZ STAFFING, LLC		109448	TEMP W/E 8/22	713.00		
					109449	TEMP W/E 8/22	1,113.75		

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74267	09/06/21	2,019.60 003292	SLINGSHOT CONNECTIONS LLP		109462	TEMP W/E 8/15		1,122.00	
74268	09/06/21	42,039.04 003133	TEC ASSOCIATES INC		109463	TEMP W/E 8/8		897.60	
74269	09/06/21	843.72 003285	THE AFTERMARKET PARTS CO LLC		109468	GASDETECT SENSORSMFM		42,039.04	
					109469	VEH# 1203 PARTS		33.73	
					109470	VEH# 2224 PARTS		6.16	
					109471	INVENTORY ORDER		37.80	
					109472	INVENTORY ORDER		118.30	
					109473	INVENTORY ORDER		75.30	
					109477	INVENTORY ORDER		73.59	
74270	09/06/21	2,084.77 166	THE HOSE SHOP, INC		109456	INVENTORY ORDER		498.84	
					109460	NON INVENTORY ORDER		112.77	
74271	09/06/21	2,874.05 001800	THERMO KING OF SALINAS, INC		109523	INVENTORY ORDER		1,972.00	
74272	09/06/21	6,068.83 002829	VALLEY POWER SYSTEMS, INC.		109485	VEH# 2224 PARTS		2,874.05	
					109499	INVENTORY ORDER		1,375.67	
					109500	INVENTORY ORDER		1,615.91	
					109501	INVENTORY ORDER		401.94	
					109502	INVENTORY ORDER		1.93	
					109503	INVENTORY ORDER		730.76	
					109505	INVENTORY ORDER		49.13	
74273	09/06/21	1,941.92 221	VEHICLE MAINTENANCE PROG INC		109482	INVENTORY ORDER		1,893.49	
					109483	INVENTORY ORDER		476.68	
					109484	INVENTORY ORDER		906.75	
74274	09/06/21	120.00 E657	VILLALOBOS, EDGARDO		109559	DMV RENEWAL EXAM		558.49	
74275	09/06/21	728.72 003574	WCAF, LLC		109466	VEH# PC1702 REPAIRS		120.00	
74276	09/06/21	460.60 003525	WCDJR, LLC		109476	VEH# PC1124 PARTS		728.72	
					109489	CREDIT INV#28752		594.32	
74277	09/13/21	2,109.22 001122	4IMPRINT, INC.		109600	OUTREACH EVENT SUPPL		-133.72	
74278	09/13/21	5.45 003566	ACE HARDWARE WATSONVILLE, INC.		109583	STABLES WTC		2,109.22	
74279	09/13/21	60.51 003596	AMAZON CAPITAL SERVICES, INC.		109602	OFFICE SUPPLIES		5.45	
					109603	OFFICE SUPPLIES		7.54	
74280	09/13/21	161.40 001D	AT&T		109593	7/19-8/18 OPS ELEV		161.40	
74281	09/13/21	2,333.27 588	CALTIP		109604	AUG 21 CODE=5100		2,333.27	
74282	09/13/21	3,682.96 001159	CATTO'S GRAPHICS, INC.		109569	METRO LOGO TEES		3,682.96	
74283	09/13/21	31,449.33 001124	CLEAN ENERGY		109610	8/17 LNG		8,141.11	
					109611	8/20 LNG		7,898.57	
					109612	8/24 LNG		8,197.79	
					109613	8/13 LNG		7,211.86	
74284	09/13/21	2,890.00 003034	COASTAL LANDSCAPING INC. DBA		109617	SEPT 21 LANDSCAPING		2,890.00	
74285	09/13/21	198.00 003407	ENDEAVOR BUSINESS MEDIA LLC		109598	JOB PLACEMENT AD		198.00	
74286	09/13/21	70,716.68 002295	FIRST ALARM SECURITY & PATROL		109620	AUG 21 SECURITY		22,278.23	
					109621	AUG 31 SECURITY		48,438.45	
74287	09/13/21	13,959.74 002952	FLYERS ENERGY LLC		109605	8/16-8/31 NON REV		3,043.67	
74288	09/13/21	373.15 003412	GRAFFITI SHIELD INC		109606	8/16-8/31 REV FUEL		10,916.07	
74289	09/13/21	1,566.75 282	GRAINGER		109609	INVENTORY ORDER		373.15	
					109570	REPLACE ELEC LOCK		754.48	

Attachment A

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
74290	09/13/21	23,739.09 003017		MANSFIELD OIL CO OF GAINSVILLE		109572	EXHAUSTPIPE EXPANDER	75.78	
74291	09/13/21	138,418.31 003351		MARSH USA INC		109574	DOOR HOLDER MMF	27.33	
						109589	PARKING SIGNS OPS	98.72	
						109590	NON INVENTORY ORDER	514.04	
						109591	NON INVENTORY ORDER	62.56	
						109592	NON INVENTORY ORDER	33.84	
						109608	8/20 DIESEL	23,739.09	
						109594	9/1-9/1/22 CL EPLI	62,322.73	
						109595	9/1-9/1/22 CL CYBER	16,350.67	
						109596	9/1-9/1/22 CL PROPER	59,744.91	
						109586	TOWELS/MATS PRC	10.50	
						109587	TOWELS/MOPS/MATS MMF	41.75	
						109588	LAUNDRY/CUSTODIAL	19.75	
						109580	POWER POINT TEMPLATE	550.00	
						109581	WATS CIRC POSTERS	250.00	
						109582	BANNERS	100.00	
						109584	7/26-8/24 1122 RIVER	3,116.59	
						109614	7/26-8/24 VERNON	6,000.46	
						109615	7/26-8/24 GOLF	5,996.74	
						109616	7/27-8/24 1122 RIVER	31.40	
						109618	7/29-8/29 1200 RIVER	4,774.98	
						109619	7/29-8/29 PACIFIC	4,116.72	
						109567	MISC HARDWARE PRC	23.51	
						109568	MISC HARDWARE PRC	43.38	
						109576	CAULK BACKER MMF	37.11	
						109577	CAULK BACKER MMF	49.37	
						109578	MISC SUPPLIES VER	20.42	
						109579	CREDIT CAULK BACKERS	-30.93	
						109585	DRILL BIT FLD	15.72	
						109571	8/28-9/27 LEASE	157.62	
						109599	7/3-8/2 RENT C/S	267.66	
						109601	AUG 21 W/C REPLENISH	43,634.16	
						109573	TEMP W/E 8/29	1,158.63	
						109607	7/1-6/30/22 DUES	1,000.00	
						109597	RPR DIESEL PUMP	506.00	
						109575	HOSE ASSY SMC	233.29	
						109622	SEPT 21 PAGER SVC	33.07	
						109626	8/26 WASTE WTC	1,113.34	
						109627	7/19-8/23 WTC	326.38	
						109628	7/19-8/22 WTC	102.04	
						109629	7/19-8/23 WTC	136.10	
						109623	SEPT21 LEASE PAYMENT	23,627.38	
						109624	8/1-8/31 SVT	496.22	
						109625	6/8-8/4 SVT	577.28	
						109657	INVENTORY ORDER	443.89	
						109658	INVENTORY ORDER	402.70	
74296	09/13/21	157.62 003059		QUADIENT LEASING USA, INC.					
74297	09/13/21	267.66 215		RICOH USA, INC. TX					
74298	09/13/21	43,634.16 002917		SANTA CRUZ METRO TRANSIT W/C					
74299	09/13/21	1,158.63 001307		SANTA CRUZ STAFFING, LLC					
74300	09/13/21	1,000.00 003261		SCRITC SOUTHERN CA REGIONAL					
74301	09/13/21	506.00 003054		SERVICE STATION SYSTEMS CORP					
74302	09/13/21	233.29 166		THE HOSE SHOP, INC					
74303	09/13/21	33.07 002861		AMERICAN MESSAGING SVCS, LLC					
74304	09/13/21	1,677.86 130		CITY OF WATSONVILLE UTILITIES					
74305	09/13/21	23,627.38 003366		KEY GOVERNMENT FINANCE INC					
74306	09/13/21	1,073.50 002459		SCOTTS VALLEY WATER DISTRICT					
74307	09/20/21	1,161.56 003151		ABC BUS INC					

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74308	09/20/21	354.07 003596	AMAZON CAPITAL SERVICES, INC.			109667	INVENTORY ORDER	314.97	
						109749	INVENTORY ORDER	15.28	
						109750	VEH# 708 PARTS	40.41	
						109751	MOUSE & KEYBOARD CS	68.01	
						109752	SUPEL OUTREACHEVENTS	115.86	
						109753	LITERATURE STANDS	114.51	
						109662	8/1-8/31 WTC/VER	578.55	
74309	09/20/21	5,972.90 001D	AT&T			109663	7/19-8/18 MAIN ACCT	4,944.93	
						109674	7/19-8/18 OCEAN-LG	283.26	
						109675	7/19-8/18 DAVENPORT	166.16	
						109673	7/24-8/23 WIFI BUSES	997.02	
74310	09/20/21	997.02 003105	AT&T MOBILITY			109748	SEPT 21 MONTHLY FEE	4,106.00	
74311	09/20/21	4,106.00 001348	ATHENS INSURANCE SERVICE, INC.			109754	BIANNUAL DOORSVC SMC	340.88	
74312	09/20/21	1,199.63 247	AUTOMATIC DOOR SYSTEMS, INC.			109755	BIANNUAL DOORSVC SVT	286.25	
						109756	BIANNUAL DOORSVC WTC	286.25	
						109757	BIANNUAL DOORSVC VER	286.25	
74313	09/20/21	80.22 002689	B & B SMALL ENGINE CORP			109690	COIL ASSY DC708	80.22	
74314	09/20/21	3,449.44 002802	BATTERY SYSTEMS INC.			109727	INVENTORY ORDER	3,449.44	
74315	09/20/21	142.68 003393	BRASS KEY LOCKSMITH INC			109666	EXTRA KEYS FOR PARTS	142.68	
74316	09/20/21	7,000.00 616	BROWN ARMSTRONG ACCOUNTANCY			109746	21AUDIT WORK IN PROG	7,000.00	
74317	09/20/21	36.86 149	CALIFORNIA NEWSPAPERS P'SHIP		0	109733	9/29 SUBS 13 WEEKS	36.86	
74318	09/20/21	345.23 001159	CATTO'S GRAPHICS, INC.			109713	APRON ORDER CS	345.23	
74319	09/20/21	303.50 003373	CITY OF SANTA CRUZ FINANCE RRF			109719	AUG 21 LANDFILL	303.50	
74320	09/20/21	16,054.55 001124	CLEAN ENERGY			109665	8/27 LNG CHARGES	7,242.53	
						109704	8/31 LNG CHARGES	8,812.02	
74321	09/20/21	2,474.70 003592	CLICK INDUSTRIES, LLC			109738	INVENTORY ORDER	2,474.70	
74322	09/20/21	338.01 163	COMMUNITY PRINTERS, INC.			109712	TEMP FARE REDU SIGNS	338.01	
74323	09/20/21	140.15 002814	CREATIVE BUS SALES, INC.			109656	VEH# PC1704 PARTS	140.15	
74324	09/20/21	3,586.59 003116	CUMMINS PACIFIC LLP			109655	VEH# 2807 PARTS	336.37	
						109681	INVENTORY ORDER	326.57	
						109682	INVENTORY ORDER	336.37	
74325	09/20/21	2,242.15 039	FEDEX OFFICE			109703	INVENTORY ORDER	2,587.28	
						109739	FALL TRAN CTR POSTER	608.18	
						109740	PRINT FALL HEADWAYS	1,198.39	
74326	09/20/21	7,474.02 001302	GARDA CL WEST, INC.			109741	PRINT FALL HEADWAYS	435.58	
						109744	SEPT 21 VAULT SVC	7,075.48	
						109745	SEPT 21 SERVICES	398.54	
74327	09/20/21	15,477.34 117	GILLIG LLC			109651	VEH# 4208 PARTS	1,347.98	
						109652	INVENTORY ORDER	121.90	
						109653	GAS & FIRE DETECTION	8,416.71	
						109654	INVENTORY ORDER	25.00	
74328	09/20/21	131.58 001921	GLOBAL EQUIPMENT COMPANY, INC			109702	GAS & FIRE DETECTION	5,565.75	
74329	09/20/21	275.00 003316	GLOBAL WATER TECHNOLOGY INC			109729	OFFICE SUPPL FLEET	131.58	
74330	09/20/21	1,089.13 282	GRAINGER			109735	AUG 21 CHEM TEST OPS	275.00	
						109634	INVENTORY ORDER MMF	112.22	
						109650	NON INVENTORY ORDER	69.84	

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74331	09/20/21	1,140.72	001097	GREENWASTE RECOVERY, INC.		109661	DOCUMENT BOXES SBF	73.45	
						109677	INVENTORY ORDER	84.65	
						109678	NON INVENTORY ORDER	365.95	
						109679	INVENTORY ORDER	43.51	
						109680	INVENTORY ORDER	61.90	
						109695	INVENTORY ORDER	183.13	
						109696	INV/NON INV ORDER	94.48	
						109683	AUG 21 AIRPORT/FREED	61.28	
						109684	AUG 21 HWY1/BOULDER	183.84	
						109685	AUG 21 FREED/BOWKR	61.28	
						109686	AUG 21 FREEDOM	61.28	
						109687	AUG 21 SVT	334.92	
						109688	AUG 21 PRC	376.84	
						109689	AUG 21 GREEN VALLEY	61.28	
						109668	M# 032117.001001	3,074.70	
						109669	M# 032117.004001	2,291.20	
						109670	M# 032117.006001	2,653.50	
						109671	M# 032117.006034	289.10	
						109672	AUG 21 RETAINER	26,500.00	
						109734	BUS WASH SUPPLIES	886.35	
						109730	CLASS & COMP 3 CLASS	1,500.00	
						109692	AUG 21 TRANSLATE SVC	100.00	
						109722	CL#2010226708	289.00	
						109723	CL#19004440	204.00	
						109759	OCT 21 RENT CAPITOLA	2,248.49	
						109648	COVID/UNIFORM SUPPL	327.34	
						109649	COVID/FUEL ST TOWELS	156.00	
						109664	TOWELS/MOPS/MATS MMF	41.75	
						109709	LAUNDRY/CUSTODIAL	19.75	
						109718	COVID/UNIFORM SUPPL	336.14	
						109720	COVID/UNIFORM SUPPL	413.40	
						109721	COVID/FUEL ST TOWELS	156.00	
						109728	TOWELS/MOPS/MATS	41.75	
						109736	LAUNDRY/CUSTODIAL	19.75	
						109710	RECRUITMENT BUS SIGN	250.00	
						109711	WATSONVILLE FLYER	350.00	
						109716	7/30-8/29 RIVER CHG	2,865.87	
						109697	AUG 21 COURIER SVC	1,790.00	
						109717	SEPT 21 PEST WTC CTR	65.00	
						109633	LUMBER SBF	139.00	
						109659	HARDWARE MMF	9.44	
						109660	HARDWARE MMF	39.77	
						109732	AUG 21 POSTAGE 1598	200.00	
						109747	8/26 DOT DRUG TESTS	204.40	
						109761	BUSINESS CARDS PRC	205.39	
						109743	9/1-9/30 LEASE OPS	110.17	
74332	09/20/21	34,808.50	003109	HANSON BRIDGETT LLP					
74333	09/20/21	886.35	003264	KAADY CHEMICAL CORPORATION					
74334	09/20/21	1,500.00	003468	KANEKO AND KRAMMER CORP					
74335	09/20/21	100.00	003450	LANGUAGE LINE SERVICES INC					
74336	09/20/21	493.00	852	LAW OFFICES OF MARIE F. SANG	7				
74337	09/20/21	2,248.49	003273	MGP XI REIT, LLC					
74338	09/20/21	1,511.88	041	MISSION UNIFORM					
74339	09/20/21	600.00	003542	NATALIE NIEMAN					
74340	09/20/21	2,865.87	009	PACIFIC GAS & ELECTRIC					
74341	09/20/21	1,790.00	002947	PEDX COURLER AND CARGO	7				
74342	09/20/21	65.00	481	PIED PIPER EXTERMINATORS, INC.					
74343	09/20/21	188.21	107A	PROBUILD COMPANY LLC					
74344	09/20/21	200.00	003061	QUADIANT FINANCE USA INC					
74345	09/20/21	204.40	003020	QUEST DIAGNOSTIC INC.					
74346	09/20/21	205.39	882	RANDY & LARAE WEST					
74347	09/20/21	110.17	003024	RICOH USA, INC CA	7				

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74348	09/20/21	12,245.00 003586		RIDGELINE MUNICIPAL		109742	FINANCIALCONSULT SVC	12,245.00	
74349	09/20/21	63.37 536		RIVERSIDE LIGHTING & ELECTRIC	7	109726	BULBS MMF	63.37	
74350	09/20/21	406.57 003010		RJMS CORPORATION		109705	VEH# 700 PM SERVICE	138.36	
						109706	VEH# 701 PM SERVICE	132.00	
						109707	VEH# 704 PM SERVICE	136.21	
74351	09/20/21	3,328.25 001307		SANTA CRUZ STAFFING, LLC		109631	TEMP-33534	1,096.24	
						109693	TEMP W/E 8/22	325.50	
						109694	TEMP W/E 8/29	162.75	
						109714	TEMP W/E 8/29	1,453.13	
						109724	TEMP W/E 8/22	290.63	
74352	09/20/21	151.62 132		SEA BERG METAL FABRICATORS INC		109737	GATE GUIDE RAIL MMF	151.62	
74353	09/20/21	2,580.64 003292		SLINGSHOT CONNECTIONS LLP		109635	TEMP W/E 8/29	1,122.00	
						109636	TEMP W/E 8/22	1,458.64	
74354	09/20/21	9,739.50 001075		SOQUEL III ASSOCIATES	7	109762	OCT 21 RENT RESEARCH	9,739.50	
74355	09/20/21	1,242.75 001976		SPORTWORKS NORTHWEST, INC.		109725	INVENTORY ORDER	1,242.75	
74356	09/20/21	679.49 003535		TAMARA TRUEBLOOD		109731	BALLOONS WTC EVENT	679.49	
74357	09/20/21	9,000.28 003285		THE AFTERMARKET PARTS CO LLC		109642	INVENTORY ORDER	3,899.18	
						109643	INVENTORY ORDER	3,461.37	
						109644	INVENTORY ORDER	355.63	
						109645	INVENTORY ORDER	17.82	
						109646	INVENTORY ORDER	839.72	
						109647	INVENTORY ORDER	85.95	
						109698	INVENTORY ORDER	271.38	
						109699	INVENTORY ORDER	10.97	
						109700	INVENTORY ORDER	10.38	
						109701	INVENTORY ORDER	47.88	
74358	09/20/21	2,887.26 001800		THERMO KING OF SALINAS, INC		109641	INVENTORY ORDER	2,887.26	
74359	09/20/21	14,688.19 057		U.S. BANK		109715	****-****-****-5971	14,688.19	VOIDED
74360	09/20/21	49.33 262		VALLEY DIRECTORY	7	109676	INVENTORY ORDER MMF	49.33	
74360	09/20/21	-49.33 262		VALLEY DIRECTORY	7	109676	INVENTORY ORDER MMF	-49.33	**VOID
74361	09/20/21	2,240.65 002829		VALLEY POWER SYSTEMS, INC.		109637	INVENTORY ORDER	99.84	
						109638	INVENTORY ORDER	197.98	
						109639	CORE RETURN CREDIT	-177.53	
						109640	INVENTORY ORDER	2,120.36	
74362	09/20/21	830.60 434		VERIZON WIRELESS	0	109630	8/2-9/1 PAGERS	65.25	
						109758	8/2-9/1 CUST SVC	50.96	
						109760	8/2-9/1 PARACRUZ	714.39	
74363	09/20/21	120.00 003550		WORKWELL MEDICAL PROF. CORP.		109632	DMV PHYSICAL EXAM	120.00	
74364	09/20/21	55.39 147		ZEE MEDICAL SERVICE CO.		109691	FIRSTAID RESTOCK MMF	55.39	
74365	09/20/21	4,964.53 003544		ZOOM VIDEO COMMUNICATIONS, INC		109708	8/31-8/30/22 ANNUAL	4,964.53	
74366	09/20/21	28,000.00 002917		SANTA CRUZ METRO TRANSIT W/C		109821	SEPT 21 REPLENISH WC	28,000.00	
74367	09/27/21	2,095.62 148		ACUITY SPECIALTY PRODUCTS, INC		109814	TEST SOAP BUS WASHER	2,095.62	
74368	09/27/21	1,101.16 382		AIRTEC SERVICE INC.		109817	ORTLY PREV MAINT WTC	416.00	
						109818	ORTLY PREV MAINT SMC	685.16	
74369	09/27/21	12,326.50 192		ALWAYS UNDER PRESSURE		109795	PRESSURE WASHER SMC	10,581.23	
						109798	SURFACE CLEANER	1,745.27	

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74370	09/27/21	584.79 003596		AMAZON CAPITAL SERVICES, INC.		109811	TOOLS FOR FLEET	518.74	
						109915	INVENTORY ORDER	66.05	
74371	09/27/21	7,800.05 001D		AT&T		109812	8/10-9/9 INTERNET	933.35	
						109813	8/13-9/12 VER/SMC	1,831.75	
						109824	8/19-9/18 OPS ELEV	156.91	
74372	09/27/21	1,728.00 003271		AUTO CARE TOWING		109830	8/19-9/18 MAIN ACCT	4,878.04	
						109885	VEH# 2813 TOW	468.00	
						109886	VEH# 9810 TOW	504.00	
						109887	VEH# 1208 TOW	288.00	
						109888	VEH# 2812 TOW	468.00	
74373	09/27/21	667.44 003248		BAY ALARM COMPANY		109902	10/1-1/1 VERNON	667.44	
74374	09/27/21	1,546.69 E441		CASTILLO, ANTONIO		109834	TRAVEL REIMBURSEMENT	1,546.69	
74375	09/27/21	1,100.00 002109		CITY OF SANTA CRUZ/PARKING		109833	OCT 21 PARK PERMITS	1,100.00	
74376	09/27/21	652.50 733		CLAREMONT EAP		109898	OCT 21 EAP PREMIUM	652.50	
74377	09/27/21	2,720.80 909		CLASSIC GRAPHICS		109884	VEH# 1612 REPAIRS	2,720.80	
74378	09/27/21	36,829.95 001124		CLEAN ENERGY		109768	AUG 21 MAINT	14,842.00	
						109881	9/3 LNG CHARGES	7,729.64	
						109882	9/7 LNG CHARGES	6,205.33	
						109883	9/10 LNG CHARGES	8,052.98	
74379	09/27/21	576.42 E957		CLIFFORD, ALEX		109916	SEPT 21 TRAVEL REIMB	576.42	
74380	09/27/21	1,437.24 163		COMMUNITY PRINTERS, INC.		109765	RECRUITMENT SIGNS	1,015.37	
						109766	RECRUITMENT SIGNS	421.87	
74381	09/27/21	5,480.30 003116		CUMMINS PACIFIC LLP		109781	INVENTORY ORDER	14.13	
						109782	INVENTORY ORDER	149.46	
						109783	INVENTORY ORDER	2,164.79	
						109874	VEH# 1208 REPAIR	2,973.92	
						109875	INVENTORY ORDER	15.69	
						109876	VEH# 4205 PARTS	59.83	
						109877	INVENTORY ORDER	40.38	
						109879	INVENTORY ORDER	20.19	
						109880	VEH# 1209 PARTS	41.91	
74382	09/27/21	961.06 002505		DEPT OF TOXIC SUBSTANCES CTRL		109906	4/21-6/21 425 FRONT	961.06	
74383	09/27/21	5,823.93 003274		EAST BAY TIRE CO.		109864	REVENUE TIRES	237.50	
						109865	REVENUE TIRES	1,081.92	
						109866	REVENUE TIRES	201.11	
						109867	REVENUE TIRES	268.24	
						109868	VEH#PC1715 REV TIRES	2,361.17	
						109869	REVENUE TIRES	214.59	
						109870	REVENUE TIRES	25.00	
						109871	REVENUE TIRES	295.33	
						109872	REVENUE TIRES	924.48	
74384	09/27/21	3,157.92 432		EXPRESS SERVICES INC.		109873	REVENUE TIRES	214.59	
						109774	TEMP W/E 9/5	979.20	
						109775	TEMP W/E 8/29	1,199.52	
74385	09/27/21	1,335.66 001297		FASTENAL COMPANY INC		109776	TEMP W/E 8/22	979.20	
						109777	INVENTORY ORDER	1,012.92	

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74386	09/27/21	188.46 039		FEDEX OFFICE		109863	NON INVENTORY ORDER	66.18	
74387	09/27/21	13,485.26 002952		FLYERS ENERGY LLC		109863	INVENTORY ORDER	256.56	
74388	09/27/21	57.79 003418		FRONTIER COMMUNICATIONS - 6145		109831	FULL COLOR SIGNS	86.35	
74389	09/27/21	29,292.69 117		GILLIG LLC		109832	COLOR CUSTOM PRINT	102.11	
74390	09/27/21	49.33 282		GRAINGER		109859	9/1-9/15 REV FUEL	9,404.91	
74391	09/27/21	14,936.81 001745		HARTFORD LIFE AND ACCIDENT INS		109861	9/1-9/15 NONREV FUEL	4,080.35	
74392	09/27/21	1,571.52 003442		JOHNSON CONTROLS INC		109904	9/13-10/12 SKYLINE	57.79	
74393	09/27/21	2,240.66 1117		KELLEY'S SERVICE INC.		109779	GAS/FIRE DETECTION	13,141.68	
74394	09/27/21	510.00 852		LAW OFFICES OF MARIE F. SANG	7	109780	GAS/FIRE DETECTION	15,361.45	
74395	09/27/21	22,378.57 003017		MANSFIELD OIL CO OF GAINSVILLE		109789	VEH# 4210 PARTS	471.78	
74396	09/27/21	16,825.25 003557		MDSOLUTIONS, INC.		109858	VEH# 4201/4202 PARTS	317.78	
74397	09/27/21	542.37 041		MISSION UNIFORM		109770	INVENTORY ORDER MMF	49.33	
74398	09/27/21	9,793.81 004		NORTH BAY FORD LINC-MERCURY		109907	SEPT 21 LIFE AD&D	4,218.90	
74399	09/27/21	3,103.05 003599		NOTT-PEREZ, DAMN		109908	SEPT 21 LTD	10,717.91	
						109827	10/1-12/31 ALARM SVT	711.17	
						109828	10/1-12/31 ALARM WTC	445.70	
						109829	10/1-12/31 ALARM SMC	414.65	
						109889	VEH# PC 2404 PARTS	4.48	
						109890	VEH# PC1714 PARTS	480.76	
						109891	INV/NON-INV ORDER	151.44	
						109892	VEH# PC203 PARTS	133.12	
						109893	INVENTORY ORDER	314.51	
						109894	INVENTORY ORDER	498.75	
						109895	INVENTORY ORDER	73.98	
						109896	INVENTORY ORDER	171.39	
						109897	INV/NON INV ORDER	412.23	
						109799	CL# 1999103213	510.00	
						109860	9/14 DIESEL 680029	22,378.57	
						109796	BUSSTOP SIGNREDESIGN	13,266.50	
						109797	BUSSTOP SIGNREDESIGN	3,558.75	
						109784	TOWELS/MAT PRC	10.50	
						109785	TOWELS/MAT PRC	10.50	
						109800	LAUNDRY/CUSTODIAL	19.75	
						109856	COVID/UNIFORM SUPPL	345.62	
						109857	COVID/FUEL ST TOWELS	156.00	
						109844	VEH# PC 1116 PARTS	302.59	
						109845	VEH# PC 1714 PARTS	34.65	
						109846	VEH# PC 4019 PARTS	66.31	
						109847	INVENTORY ORDER	202.65	
						109848	INVENTORY ORDER	26.22	
						109849	INVENTORY ORDER	36.71	
						109850	INVENTORY ORDER	52.44	
						109851	INVENTORY ORDER	462.96	
						109852	VEH# PC 1711 REPAIRS	824.44	
						109853	VEH# 806 REPAIRS	7,784.84	
						109823	OCT21 SURVIVOR COBRA	3,103.05	

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74400	09/27/21	1,008.73 009		PACIFIC GAS & ELECTRIC		109903	8/16-9/14 PRC	1,008.73	
74401	09/27/21	343.55 023		PACIFIC TRUCK PARTS, INC.		109810	INVENTORY ORDER	343.55	
74402	09/27/21	225.50 481		PIED PIPER EXTERMINATORS, INC.		109801	SEPT 21 PEST SVT	65.00	
						109802	SEPT 21 PEST SMC CTR	65.00	
						109803	SEPT 21 PEST SMC TAQ	40.00	
						109804	SEPT 21 PEST SMC MKT	55.50	
74403	09/27/21	42,162.70 002939		PREFERRED BENEFIT		109899	SEPT 21 DENTAL	33,950.20	
						109900	SEPT 21 VSP	8,212.50	
74404	09/27/21	134.44 107A		PROBUILD COMPANY LLC		109786	STEEL POSTS VERNON	98.25	
						109793	ANCHOR BOLTS FLD	32.27	
						109794	EPOXY SMC	3.92	
74405	09/27/21	3,602.87 003154		ROMAINE ELECTRIC CORP		109805	INVENTORY ORDER	2,302.79	
74406	09/27/21	77.30 135		SANTA CRUZ AUTO PARTS, INC.		109843	INVENTORY ORDER	1,300.08	
						109838	INVENTORY ORDER	47.35	
						109839	INVENTORY ORDER	24.67	
						109840	INVENTORY ORDER	16.19	
						109841	VEH# PC1703 PARTS	19.64	
						109842	CREDIT 14508-415674	-30.55	
74407	09/27/21	150.00 003182		SANTA CRUZ EMPLOYMENT ACCESS		109822	21 JOB FAIR SPONSOR	150.00	
74408	09/27/21	316.02 079		SANTA CRUZ MUNICIPAL UTILITIES		109815	8/1-8/31 IRRIG VER	180.02	
						109816	8/1-8/31 RIVER IRRIG	136.00	
74409	09/27/21	4,909.19 001307		SANTA CRUZ STAFFING, LLC		109763	TEMP W/E 9/12	891.25	
						109764	TEMP W/E 9/5	255.75	
						109769	TEMP W/E 9/12	1,350.00	
						109772	TEMP W/E 9/12	1,094.69	
						109773	TEMP W/E 9/5	1,317.50	
						109771	TEMP W/E 9/5	1,122.00	
						109836	TEMP W/E 9/12	897.60	
74410	09/27/21	2,131.80 003292		SLINGSHOT CONNECTIONS LLP		109837	TEMP W/E 7/25	112.20	
						109806	FLEET SHOP TOOLS	24.46	
74411	09/27/21	24.46 115		SNAP-ON INDUSTRIAL		109806	2021 SC FAIR REIMB	184.53	
74412	09/27/21	184.53 E988		SOLORIO-GOMEZ, RINA		109835	INVENTORY ORDER	195.22	
74413	09/27/21	4,653.94 003285		THE AFTERMARKET PARTS CO LLC		109767	INVENTORY ORDER	18.54	
						109778	INVENTORY ORDER	1,345.09	
						109787	INVENTORY ORDER	1,781.22	
						109788	INVENTORY ORDER	988.10	
						109790	VEH# 1306 PARTS	6.91	
						109791	VEH# 1610 PARTS	122.35	
						109792	VEH# 1001 PARTS	225.20	
						109854	VEH# 2220 PARTS	-28.69	
						109855	CREDIT INV# 82463622	126.80	
74414	09/27/21	176.76 007		UNITED PARCEL SERVICE		109819	FREIGHT	49.96	
						109820	FREIGHT	579.54	
74415	09/27/21	2,393.68 002829		VALLEY POWER SYSTEMS, INC.		109808	INVENTORY ORDER	45.86	
						109901	INVENTORY ORDER	4,432.16	
						109909	INVENTORY ORDER	295.48	
						109910	INVENTORY ORDER		

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74416	09/27/21	3,725.08 434		VERIZON WIRELESS	0	109878	8/13-9/12 WIFI BUSES	3,725.08	
74417	09/27/21	8,644.00 001506		WESTERN STATES OIL CO.		109807	INVENTORY ORDER	8,644.00	
74418	09/27/21	240.00 003550		WORKWELL MEDICAL PROF. CORP.		109905	DOT PHYSICAL EXAM	240.00	
74419	09/27/21	198.06 147		ZEE MEDICAL SERVICE CO.		109825	FIRSTAID RESTOCK OPS	75.09	
						109826	EYE WASH RESTOCK MMF	122.97	
74420	09/27/21	122.87 003530		ZORO TOOLS, INC.		109809	INVENTORY ORDER	122.87	
74421	09/24/21	11,436.00 080C		CALIFORNIA DEPT OF TAX & FEE		109917	FLAT RATE 10/21-9/22	11,436.00	
74422	09/24/21	675.00 001322		DEPT OF INDUSTRIAL RELATIONS		109918	ELEV PERMIT OPS	225.00	
						109919	ELEV PERMIT SMC	225.00	
						109920	ELEV PERMIT VER	225.00	
74477	09/30/21	84.56 M148		ABACHERLI, ARLETTE		9003629	MEDICAL SUPPLEMENTAL	84.56	
74478	09/30/21	19.06 M149		ADAMS, ELLEN		9003630	MEDICAL SUPPLEMENTAL	19.06	
74479	09/30/21	15.58 M150		ALLEN, ROBERT		9003631	MEDICAL SUPPLEMENTAL	15.58	
74480	09/30/21	17.50 M333		ANDERSON, WILLIAM		9003806	MEDICAL SUPPLEMENTAL	17.50	
74481	09/30/21	84.56 M151		ANDRADE, GERALD		9003632	MEDICAL SUPPLEMENTAL	84.56	
74482	09/30/21	19.06 M334		ANDRADE, OSCAR		9003807	MEDICAL SUPPLEMENTAL	19.06	
74483	09/30/21	19.17 M152		ANN, DORICE		9003633	MEDICAL SUPPLEMENTAL	19.17	
74484	09/30/21	15.58 M153		ARCHIBEQUE, ELEANOR		9003634	MEDICAL SUPPLEMENTAL	15.58	
74485	09/30/21	38.12 M154		ARCHIBEQUE, JUANITA		9003635	MEDICAL SUPPLEMENTAL	38.12	
74486	09/30/21	35.00 M155		ASPESI, JOHN		9003636	MEDICAL SUPPLEMENTAL	35.00	
74487	09/30/21	35.00 M156		BAILEY, EDWIN		9003637	MEDICAL SUPPLEMENTAL	35.00	
74488	09/30/21	17.50 M157		BAKER, DALE		9003638	MEDICAL SUPPLEMENTAL	17.50	
74489	09/30/21	38.34 M158		BAN, MARK		9003639	MEDICAL SUPPLEMENTAL	38.34	
74490	09/30/21	121.66 M159		BARNES, SCOTT		9003640	MEDICAL SUPPLEMENTAL	121.66	
74491	09/30/21	15.58 M335		BARRY, BARTHOLOMEW		9003808	MEDICAL SUPPLEMENTAL	15.58	
74492	09/30/21	17.50 M336		BARTZ, GLENN		9003809	MEDICAL SUPPLEMENTAL	17.50	
74493	09/30/21	17.50 M160		BASS, BETTY		9003641	MEDICAL SUPPLEMENTAL	17.50	
74494	09/30/21	103.36 M161		BAUER, FRANK		9003642	MEDICAL SUPPLEMENTAL	103.36	
74495	09/30/21	15.58 M162		BLAIR, GARY		9003643	MEDICAL SUPPLEMENTAL	15.58	
74496	09/30/21	19.06 M163		BLAIR-ALWARD, GREGORY		9003644	MEDICAL SUPPLEMENTAL	19.06	
74497	09/30/21	17.50 M164		BLAKE, GENEVA		9003645	MEDICAL SUPPLEMENTAL	17.50	
74498	09/30/21	35.00 M165		BLIGHT, KAREN		9003646	MEDICAL SUPPLEMENTAL	35.00	
74499	09/30/21	46.79 M166		BOOTON, EMMA		9003647	MEDICAL SUPPLEMENTAL	46.79	
74500	09/30/21	38.12 M167		BOYD, MICHAEL		9003648	MEDICAL SUPPLEMENTAL	38.12	
74501	09/30/21	15.58 M169		BREGANTE, BATTISTA		9003649	MEDICAL SUPPLEMENTAL	15.58	
74502	09/30/21	19.06 M337		BRONDSATTER, CHERYL		9003810	MEDICAL SUPPLEMENTAL	19.06	
74503	09/30/21	64.29 M170		BROWN, ERNEST		9003650	MEDICAL SUPPLEMENTAL	64.29	
74504	09/30/21	64.29 M171		BROWN, KENNETH		9003651	MEDICAL SUPPLEMENTAL	64.29	
74505	09/30/21	17.50 M338		BRYANT, KATHLEEN		9003811	MEDICAL SUPPLEMENTAL	17.50	
74506	09/30/21	19.06 M172		BURKET, JANET		9003652	MEDICAL SUPPLEMENTAL	19.06	
74507	09/30/21	15.58 M173		BYTHEWAY, MARY		9003653	MEDICAL SUPPLEMENTAL	15.58	
74508	09/30/21	32.45 M339		CANALES, DONNA		9003812	MEDICAL SUPPLEMENTAL	32.45	

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74509	09/30/21	84.56 M174	CAPELLA, KATHLEEN		9003654	MEDICAL SUPPLIMENTAL	84.56		
74510	09/30/21	15.58 M175	CARLSON, MERRYL		9003655	MEDICAL SUPPLIMENTAL	15.58		
74511	09/30/21	17.50 M176	CARR, DALE		9003656	MEDICAL SUPPLIMENTAL	17.50		
74512	09/30/21	15.58 M177	CASANEGA, RICHARD		9003657	MEDICAL SUPPLIMENTAL	15.58		
74513	09/30/21	31.16 M178	CAVATAIO, PASQUALE		9003658	MEDICAL SUPPLIMENTAL	31.16		
74514	09/30/21	15.58 M340	CENTER, DOUGLAS		9003813	MEDICAL SUPPLIMENTAL	15.58		
74515	09/30/21	15.58 M179	CERVANTES, GLORIA		9003659	MEDICAL SUPPLIMENTAL	15.58		
74516	09/30/21	15.58 M341	CHAVARRIA, JOHNNY		9003814	MEDICAL SUPPLIMENTAL	15.58		
74517	09/30/21	35.00 M342	CILIBERTO, ANTHONY		9003815	MEDICAL SUPPLIMENTAL	35.00		
74518	09/30/21	17.50 M343	CLARKE, PATRICIA		9003816	MEDICAL SUPPLIMENTAL	17.50		
74519	09/30/21	15.58 M180	CLAYTON, MICHAEL		9003660	MEDICAL SUPPLIMENTAL	15.58		
74520	09/30/21	32.45 M344	CODD, FREDERICK		9003817	MEDICAL SUPPLIMENTAL	32.45		
74521	09/30/21	100.81 M181	COLWELL, ARLAN		9003661	MEDICAL SUPPLIMENTAL	100.81		
74522	09/30/21	35.00 M345	CONKLIN, CAROLYN		9003818	MEDICAL SUPPLIMENTAL	35.00		
74523	09/30/21	17.50 M182	CONTRERAS-NAVARRO, FRANCISCO		9003662	MEDICAL SUPPLIMENTAL	17.50		
74524	09/30/21	38.01 M183	COON, RICHARD		9003663	MEDICAL SUPPLIMENTAL	38.01		
74525	09/30/21	46.28 M184	COTRONEO, MICHAEL		9003664	MEDICAL SUPPLIMENTAL	46.28		
74526	09/30/21	17.50 M346	COUSINS, DOROTHY		9003819	MEDICAL SUPPLIMENTAL	17.50		
74527	09/30/21	46.95 M185	COWELL, RICHARD		9003665	MEDICAL SUPPLIMENTAL	46.95		
74528	09/30/21	58.50 M347	CRAIG, CRAIG		9003820	MEDICAL SUPPLIMENTAL	58.50		
74529	09/30/21	19.06 M186	CRAMBLETT, LAWRENCE		9003666	MEDICAL SUPPLIMENTAL	19.06		
74530	09/30/21	38.01 M376	CRANDELL, DANA		9003848	MEDICAL SUPPLEMENTAL	38.01		
74531	09/30/21	17.50 M187	CRAWFORD, FLOYD		9003667	MEDICAL SUPPLIMENTAL	17.50		
74532	09/30/21	13.09 M348	CRAWFORD, TERRI		9003821	MEDICAL SUPPLIMENTAL	13.09		
74533	09/30/21	19.06 M188	CRUISE, RICHARD		9003668	MEDICAL SUPPLIMENTAL	19.06		
74534	09/30/21	35.00 M190	CRUTCH, SHELTON		9003669	MEDICAL SUPPLIMENTAL	35.00		
74535	09/30/21	15.58 M349	CUMMINGS, CYNTHIA		9003822	MEDICAL SUPPLIMENTAL	15.58		
74536	09/30/21	38.34 M191	CUMMINGS, PATRICIA		9003670	MEDICAL SUPPLIMENTAL	38.34		
74537	09/30/21	35.00 M192	CUMMINS, MAJOR		9003671	MEDICAL SUPPLIMENTAL	35.00		
74538	09/30/21	46.79 M193	DAKIWAG, FRED		9003672	MEDICAL SUPPLIMENTAL	46.79		
74539	09/30/21	46.79 M194	DANIEL, REBECCA		9003673	MEDICAL SUPPLIMENTAL	46.79		
74540	09/30/21	38.34 M195	DAVIDOSKI, PATTI		9003674	MEDICAL SUPPLIMENTAL	38.34		
74541	09/30/21	15.58 M196	DAVILLA, ANA		9003675	MEDICAL SUPPLIMENTAL	15.58		
74542	09/30/21	13.09 M351	DEAN, RONALD		9003823	MEDICAL SUPPLIMENTAL	13.09		
74543	09/30/21	15.58 M373	DEL PO, CAROLYN		9003845	RETIREE SUPPLEMENTAL	15.58		
74544	09/30/21	46.95 M197	DEVIVO, WILLIAM		9003676	MEDICAL SUPPLIMENTAL	46.95		
74545	09/30/21	31.16 M198	DOBBS, GLENN		9003677	MEDICAL SUPPLIMENTAL	31.16		
74546	09/30/21	15.58 M199	DRAKE, JUDITH		9003678	MEDICAL SUPPLIMENTAL	15.58		
74547	09/30/21	15.58 M200	ELIA, LARRY		9003679	MEDICAL SUPPLIMENTAL	15.58		
74548	09/30/21	35.00 M201	ESCARCEGA, MIGUEL		9003680	MEDICAL SUPPLIMENTAL	35.00		
74549	09/30/21	40.68 M202	FALLAU, NICHOLAS		9003681	MEDICAL SUPPLIMENTAL	40.68		
74550	09/30/21	40.68 M203	FLAGG, PAULA		9003682	MEDICAL SUPPLIMENTAL	40.68		
74551	09/30/21	15.58 M352	FLOREZ, ROSIE		9003824	MEDICAL SUPPLIMENTAL	15.58		
74552	09/30/21	13.09 M353	FLYNN, CHRISTINA		9003825	MEDICAL SUPPLIMENTAL	13.09		
74553	09/30/21	17.50 M204	FREEMAN, MARY		9003683	MEDICAL SUPPLEMENTAL	17.50		
74554	09/30/21	46.79 M205	GABRIEL, RICHARD		9003684	MEDICAL SUPPLEMENTAL	46.79		

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74555	09/30/21	M354	15.87	GABRIELE, BERNARD		9003826	MEDICAL SUPPLIMENTAL	15.87	
74556	09/30/21	M355	15.87	GABRIELE, CATHLEEN		9003827	MEDICAL SUPPLIMENTAL	15.87	
74557	09/30/21	M206	15.58	GARBEZ, LINDA		9003685	MEDICAL SUPPLIMENTAL	15.58	
74558	09/30/21	M207	15.58	GARBEZ, MANNY		9003686	MEDICAL SUPPLIMENTAL	15.58	
74559	09/30/21	M208	38.01	GARCIA, DANIEL		9003687	MEDICAL SUPPLIMENTAL	38.01	
74560	09/30/21	M209	15.58	GARCIA, HELEN		9003688	MEDICAL SUPPLIMENTAL	15.58	
74561	09/30/21	M210	103.36	GARCIA, SAMUEL		9003689	MEDICAL SUPPLIMENTAL	103.36	
74562	09/30/21	M211	15.58	GOSE, JOHN		9003690	MEDICAL SUPPLIMENTAL	15.58	
74563	09/30/21	M041	58.50	GOUVEIA, ROBERT	0	9003627	MEDICAL SUPPLIMENTAL	58.50	
74564	09/30/21	M213	84.56	GRANADOS-BOYCE, MARIA		9003691	MEDICAL SUPPLIMENTAL	84.56	
74565	09/30/21	M214	15.58	GROBMAN, BRUCE		9003692	MEDICAL SUPPLIMENTAL	15.58	
74566	09/30/21	M215	31.16	GROJUEAN, DOUGLAS		9003693	MEDICAL SUPPLIMENTAL	31.16	
74567	09/30/21	M216	15.58	HALL, SHIRLEY		9003694	MEDICAL SUPPLIMENTAL	15.58	
74568	09/30/21	M217	15.58	HAMM, CAROLYN		9003695	MEDICAL SUPPLIMENTAL	15.58	
74569	09/30/21	M218	19.06	HAMMER, ALLYNE		9003696	MEDICAL SUPPLIMENTAL	19.06	
74570	09/30/21	M219	38.34	HERNANDEZ, JUAN		9003697	MEDICAL SUPPLIMENTAL	38.34	
74571	09/30/21	M220	15.58	HERNANDEZ, MARGARITO		9003698	MEDICAL SUPPLIMENTAL	15.58	
74572	09/30/21	M221	46.95	HERSHEY, ANDREA		9003699	MEDICAL SUPPLIMENTAL	46.95	
74573	09/30/21	M222	17.50	HILL, ANDREW		9003700	MEDICAL SUPPLIMENTAL	17.50	
74574	09/30/21	M380	92.37	HILTNER, THOMAS		9003850	MEDICAL SUPPLEMENTAL	92.37	
74575	09/30/21	M223	15.58	HINDIN, LENORE		9003701	MEDICAL SUPPLIMENTAL	15.58	
74576	09/30/21	M224	35.00	HOBBS, JAMES		9003702	MEDICAL SUPPLIMENTAL	35.00	
74577	09/30/21	M225	55.51	HOLCOMB, MICHAEL		9003703	MEDICAL SUPPLIMENTAL	55.51	
74578	09/30/21	M226	99.71	HOLONICK, JAMES		9003704	MEDICAL SUPPLIMENTAL	99.71	
74579	09/30/21	M227	38.12	HORTON, JOE		9003705	MEDICAL SUPPLIMENTAL	38.12	
74580	09/30/21	M356	17.50	HOWARD, CAROL		9003828	MEDICAL SUPPLIMENTAL	17.50	
74581	09/30/21	M228	64.29	HOWARD, WARD		9003706	MEDICAL SUPPLIMENTAL	64.29	
74582	09/30/21	M229	64.29	HYMAN, JOE		9003707	MEDICAL SUPPLIMENTAL	64.29	
74583	09/30/21	M230	38.34	JACINTO, FRANK		9003708	MEDICAL SUPPLIMENTAL	38.34	
74584	09/30/21	M231	19.06	JAHNKE, EILEEN		9003709	MEDICAL SUPPLIMENTAL	19.06	
74585	09/30/21	M232	31.16	JENSEN, MERAL		9003710	MEDICAL SUPPLIMENTAL	31.16	
74586	09/30/21	M357	15.58	JUSSEL, PETE		9003829	MEDICAL SUPPLIMENTAL	15.58	
74587	09/30/21	M233	38.12	KALE, RICKY		9003711	MEDICAL SUPPLIMENTAL	38.12	
74588	09/30/21	M235	15.58	KELLY, ELOISE		9003712	MEDICAL SUPPLIMENTAL	15.58	
74589	09/30/21	M236	35.00	KOREA, PATRICIA		9003713	MEDICAL SUPPLIMENTAL	35.00	
74590	09/30/21	M237	19.06	LANTHIER, BURT		9003714	MEDICAL SUPPLIMENTAL	19.06	
74591	09/30/21	M238	17.50	LAWHON, JACK		9003715	MEDICAL SUPPLIMENTAL	17.50	
74592	09/30/21	M239	19.06	LAWSON, LOIS		9003716	MEDICAL SUPPLIMENTAL	19.06	
74593	09/30/21	M240	64.29	LEE, HENRY		9003717	MEDICAL SUPPLIMENTAL	64.29	
74594	09/30/21	M241	19.06	LEFFLER, JEAN		9003718	MEDICAL SUPPLIMENTAL	19.06	
74595	09/30/21	M242	81.36	LEGORRETA, PETE		9003719	MEDICAL SUPPLIMENTAL	81.36	
74596	09/30/21	M243	19.06	LOGUDICE, FRED		9003720	MEDICAL SUPPLIMENTAL	19.06	
74597	09/30/21	M244	38.12	LONGNECKER, LLOYD		9003721	MEDICAL SUPPLIMENTAL	38.12	
74598	09/30/21	M379	83.80	LORENZANO, JAMES		9003849	MEDICAL SUPPLEMENTAL	83.80	
74599	09/30/21	M245	15.58	LUCIER, MARILYN		9003722	MEDICAL SUPPLIMENTAL	15.58	
74600	09/30/21	M246	38.12	LYNCH, GLENN		9003723	MEDICAL SUPPLIMENTAL	38.12	

Attachment A

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

DATE: 09/01/21 THRU 09/30/21

CHECK # START THRU 9999999

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
74601	09/30/21	52.01	MAHAN, DAVID		9003724	MEDICAL SUPPLIMENTAL	52.01	
74602	09/30/21	19.17	MALPHRUS, BRENDA		9003725	MEDICAL SUPPLIMENTAL	19.17	
74603	09/30/21	38.01	MARCUS, STEVEN		9003726	MEDICAL SUPPLIMENTAL	38.01	
74604	09/30/21	35.00	MARTIN, DAWN		9003727	MEDICAL SUPPLIMENTAL	35.00	
74605	09/30/21	123.80	MARTINEZ, MANUEL		9003728	MEDICAL SUPPLIMENTAL	123.80	
74606	09/30/21	65.45	MARTINEZ, MARK		9003729	MEDICAL SUPPLIMENTAL	65.45	
74607	09/30/21	28.33	MCDONALD, JANIE		9003730	MEDICAL SUPPLIMENTAL	28.33	
74608	09/30/21	15.58	MCDONALD, KEVIN		9003731	MEDICAL SUPPLIMENTAL	15.58	
74609	09/30/21	19.06	MCFADDEN, IAN		9003830	MEDICAL SUPPLIMENTAL	19.06	
74610	09/30/21	31.16	MCGINNIS, POLLY		9003831	MEDICAL SUPPLIMENTAL	31.16	
74611	09/30/21	35.00	MCHALE, BRIAN		9003846	MEDICAL SUPPLEMENTAL	35.00	
74612	09/30/21	17.50	MEJIA, INDELIISA		9003832	MEDICAL SUPPLIMENTAL	17.50	
74613	09/30/21	15.58	MELLON, JOHN		9003833	MEDICAL SUPPLIMENTAL	15.58	
74614	09/30/21	15.58	MESECK, MARGARITA		9003732	MEDICAL SUPPLIMENTAL	15.58	
74615	09/30/21	15.58	MILLER, FOREST		9003834	MEDICAL SUPPLIMENTAL	15.58	
74616	09/30/21	46.28	MILLER, MARY		9003733	MEDICAL SUPPLIMENTAL	46.28	
74617	09/30/21	52.01	MITCHELL, LISA		9003734	MEDICAL SUPPLIMENTAL	52.01	
74618	09/30/21	52.01	MITCHELL, TODD		9003735	MEDICAL SUPPLIMENTAL	52.01	
74619	09/30/21	17.50	MORGAN, JEANETTE		9003736	MEDICAL SUPPLIMENTAL	17.50	
74620	09/30/21	38.34	MORR, BONNIE		9003737	MEDICAL SUPPLIMENTAL	38.34	
74621	09/30/21	122.64	MULLIS, MICHAEL		9003738	MEDICAL SUPPLIMENTAL	122.64	
74622	09/30/21	19.06	MUNGIOLI, LARRY		9003739	MEDICAL SUPPLIMENTAL	19.06	
74623	09/30/21	31.16	MUNGUIA, GUSTAVO		9003740	MEDICAL SUPPLIMENTAL	31.16	
74624	09/30/21	17.50	NAUKKARINEN, JUUKA		9003741	MEDICAL SUPPLIMENTAL	17.50	
74625	09/30/21	15.58	NELSON, EDWARD		9003742	MEDICAL SUPPLIMENTAL	15.58	
74626	09/30/21	35.00	NELSON, RICHARD		9003743	MEDICAL SUPPLIMENTAL	35.00	
74627	09/30/21	31.16	NIETO, MANUEL		9003744	MEDICAL SUPPLIMENTAL	31.16	
74628	09/30/21	93.58	NJAA, N		9003745	MEDICAL SUPPLIMENTAL	93.58	
74629	09/30/21	84.56	NORTH, JEFFREY		9003746	MEDICAL SUPPLIMENTAL	84.56	
74630	09/30/21	52.01	NORTHON, M		9003747	MEDICAL SUPPLIMENTAL	52.01	
74631	09/30/21	38.12	O'DONNELL, SHAWN		9003748	MEDICAL SUPPLIMENTAL	38.12	
74632	09/30/21	19.06	O'HAGIN, JUSTINA		9003749	MEDICAL SUPPLIMENTAL	19.06	
74633	09/30/21	19.06	O'MARA, KATHLEEN		9003750	MEDICAL SUPPLIMENTAL	19.06	
74634	09/30/21	35.00	OJEDA, ROBERTO		9003752	MEDICAL SUPPLIMENTAL	35.00	
74635	09/30/21	47.38	OLANDER, MARTIN		9003751	MEDICAL SUPPLIMENTAL	47.38	
74636	09/30/21	17.50	ORTEGA, MANUELA		9003753	MEDICAL SUPPLIMENTAL	17.50	
74637	09/30/21	84.56	OWENS, ROLAND		9003754	MEDICAL SUPPLIMENTAL	84.56	
74638	09/30/21	19.06	PARHAM, WALLACE		9003755	MEDICAL SUPPLIMENTAL	19.06	
74639	09/30/21	35.00	PENDRAGON, LINDA		9003756	MEDICAL SUPPLIMENTAL	35.00	
74640	09/30/21	31.16	PEREZ, ANTONIO		9003757	MEDICAL SUPPLIMENTAL	31.16	
74641	09/30/21	58.50	PEREZ, CHERYL		9003628	MEDICAL SUPPLIMENTAL	58.50	
74642	09/30/21	17.50	PETERS, TERRIE		9003758	MEDICAL SUPPLIMENTAL	17.50	
74643	09/30/21	15.58	PHILLIPS, THOMAS		9003759	MEDICAL SUPPLIMENTAL	15.58	
74644	09/30/21	15.58	PICARELLA, FRANCIS		9003760	MEDICAL SUPPLIMENTAL	15.58	
74645	09/30/21	56.91	POLANCO, JOSE		9003761	MEDICAL SUPPLIMENTAL	56.91	
74646	09/30/21	50.40	PONS, JUAN		9003762	MEDICAL SUPPLIMENTAL	50.40	

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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DATE: 09/01/21 THRU 09/30/21

CHECK # START THRU 9999999

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74647	09/30/21	50.40 M289	POTETE, BEVERLY	9003763	MEDICAL SUPPLIMENTAL	50.40			
74648	09/30/21	15.58 M363	PRECIADO, MARY LOU	9003835	MEDICAL SUPPLIMENTAL	15.58			
74649	09/30/21	38.12 M290	PRICE, HARRY	9003764	MEDICAL SUPPLIMENTAL	38.12			
74650	09/30/21	19.06 M291	PRINCE, DEBRA	9003765	MEDICAL SUPPLIMENTAL	19.06			
74651	09/30/21	84.56 M292	PRINCE, PETER	9003766	MEDICAL SUPPLIMENTAL	84.56			
74652	09/30/21	35.00 M293	PRUDDEN, RICHARD	9003767	MEDICAL SUPPLIMENTAL	35.00			
74653	09/30/21	19.06 M294	RACKLEY, BOBBIE	9003768	MEDICAL SUPPLIMENTAL	19.06			
74654	09/30/21	16.22 M295	RAMIREZ, MANUEL	9003769	MEDICAL SUPPLIMENTAL	16.22			
74655	09/30/21	131.05 M296	RAMOS, ROSALIO	9003770	MEDICAL SUPPLIMENTAL	131.05			
74656	09/30/21	15.58 M364	READ, TIMON	9003836	MEDICAL SUPPLIMENTAL	15.58			
74657	09/30/21	84.56 M297	REGAN, MICHAEL	9003771	MEDICAL SUPPLIMENTAL	84.56			
74658	09/30/21	38.12 M298	RHODES, BRUCE	9003772	MEDICAL SUPPLIMENTAL	38.12			
74659	09/30/21	19.17 M299	ROCHA, SHERRI	9003773	MEDICAL SUPPLEMENTAL	19.17			
74660	09/30/21	17.50 M300	RODGERS, MARILYN	9003774	MEDICAL SUPPLIMENTAL	17.50			
74661	09/30/21	19.06 M365	RODGERS, SYLVIA	9003837	MEDICAL SUPPLIMENTAL	19.06			
74662	09/30/21	38.34 M301	ROSSI, DENISE	9003775	MEDICAL SUPPLIMENTAL	38.34			
74663	09/30/21	64.73 M302	ROWE, RUBY	9003776	MEDICAL SUPPLIMENTAL	64.73			
74664	09/30/21	19.06 M303	ROY, ARLEN	9003777	MEDICAL SUPPLIMENTAL	19.06			
74665	09/30/21	84.56 M304	RUIZ, ESTEVAN	9003778	MEDICAL SUPPLIMENTAL	84.56			
74666	09/30/21	31.16 M305	RYLANDER, REED	9003779	MEDICAL SUPPLIMENTAL	31.16			
74667	09/30/21	38.34 M306	SALGUEIRO, MICHAEL	9003780	MEDICAL SUPPLIMENTAL	38.34			
74668	09/30/21	17.50 M366	SANDOVAL, ANGEL	9003838	MEDICAL SUPPLIMENTAL	17.50			
74669	09/30/21	92.56 M307	SCARGILL, RAYMOND	9003781	MEDICAL SUPPLIMENTAL	92.56			
74670	09/30/21	17.50 M308	SCILLA, JOSEPH	9003782	MEDICAL SUPPLIMENTAL	17.50			
74671	09/30/21	84.56 M309	SERRATO, JUAN	9003783	MEDICAL SUPPLIMENTAL	84.56			
74672	09/30/21	15.58 M367	SILVIA, EDUARDO	9003839	MEDICAL SUPPLIMENTAL	15.58			
74673	09/30/21	15.58 M310	SLOAN, SUZANNE	9003784	MEDICAL SUPPLIMENTAL	15.58			
74674	09/30/21	39.16 M311	SMITH, DONNA	9003785	MEDICAL SUPPLIMENTAL	39.16			
74675	09/30/21	35.00 M368	STRICKLAND, JAMES	9003840	MEDICAL SUPPLIMENTAL	35.00			
74676	09/30/21	31.16 M369	SWART, RANDY	9003841	MEDICAL SUPPLIMENTAL	31.16			
74677	09/30/21	35.00 M312	TAYLOR, JAMES	9003786	MEDICAL SUPPLIMENTAL	35.00			
74678	09/30/21	15.58 M370	TAYLOR, THOMAS	9003842	MEDICAL SUPPLIMENTAL	15.58			
74679	09/30/21	26.18 M371	TERESI, JAMES	9003843	MEDICAL SUPPLIMENTAL	26.18			
74680	09/30/21	35.00 M313	THOMAS, RUSSELL	9003787	MEDICAL SUPPLIMENTAL	35.00			
74681	09/30/21	77.57 M314	TICHENOR, KENNETH	9003788	MEDICAL SUPPLIMENTAL	77.57			
74682	09/30/21	15.58 M315	TOLINE, DONALD	9003789	MEDICAL SUPPLIMENTAL	15.58			
74683	09/30/21	17.50 M316	TOVAR, SERENA	9003790	MEDICAL SUPPLIMENTAL	17.50			
74684	09/30/21	19.17 M317	TRENT, VICKI	9003791	MEDICAL SUPPLIMENTAL	19.17			
74685	09/30/21	64.29 M318	TUTTLE CALLIS, CHERI	9003792	MEDICAL SUPPLIMENTAL	64.29			
74686	09/30/21	38.34 M319	VALDEZ, JOSE	9003793	MEDICAL SUPPLIMENTAL	38.34			
74687	09/30/21	92.37 M320	VAN DEER VEER, JOHN	9003794	MEDICAL SUPPLIMENTAL	92.37			
74688	09/30/21	38.01 M321	VAN DYKE, CURTIS	9003795	MEDICAL SUPPLIMENTAL	38.01			
74689	09/30/21	19.06 M375	VEST, SHELLEY	9003847	MEDICAL SUPPLEMENTAL	19.06			
74690	09/30/21	19.06 M323	VONWAL, YVETTE	9003796	MEDICAL SUPPLIMENTAL	19.06			
74691	09/30/21	15.58 M324	WADSWORTH, RITA	9003797	MEDICAL SUPPLIMENTAL	15.58			
74692	09/30/21	31.16 M325	WALTER, KEVIN	9003798	MEDICAL SUPPLIMENTAL	31.16			

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 CHECK JOURNAL DETAIL BY CHECK NUMBER
 ALL CHECKS FOR ACCOUNTS PAYABLE

CHECK # START THRU 9999999 DATE: 09/01/21 THRU 09/30/21

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
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74694	09/30/21	M327	17.50	WILLIAMS, CHRISTOPHER		9003800	MEDICAL SUPPLIMENTAL	17.50	
74695	09/30/21	M372	35.00	WILSON, BONNIE		9003844	MEDICAL SUPPLIMENTAL	35.00	
74696	09/30/21	M328	84.56	WOODBRIIDGE, ELIZABETH		9003801	MEDICAL SUPPLIMENTAL	84.56	
74697	09/30/21	M329	46.28	WU, PETER		9003802	MEDICAL SUPPLIMENTAL	46.28	
74698	09/30/21	M330	15.58	YAGI, RANDY		9003803	MEDICAL SUPPLIMENTAL	15.58	
74699	09/30/21	M331	17.50	YANCY, TERRY		9003804	MEDICAL SUPPLIMENTAL	17.50	
74700	09/30/21	M332	40.68	ZENKER, JEFFREY		9003805	MEDICAL SUPPLIMENTAL	40.68	
TOTAL			1,109,473.84	ACCOUNTS PAYABLE			TOTAL CHECKS	429	1,109,473.84



DATE: October 22, 2021
TO: Board of Directors
FROM: Alex Clifford, CEO/General Manager
SUBJECT: ACCEPT AND FILE MINUTES OF THE SEPTEMBER 24, 2021 METRO BOARD OF DIRECTORS MEETING AND THE MINUTES OF THE OCTOBER 8, 2021 SPECIAL BOARD OF DIRECTORS MEETING

I. RECOMMENDED ACTION

That the Board of Directors Accept and File the Minutes of the September 24, 2021 Board of Directors Meeting and the October 8, 2021 Special Board of Directors Meeting

II. SUMMARY

- Staff is providing minutes from the Santa Cruz Metropolitan Transit District (METRO) September 24, 2021 Board of Directors Meeting and the October 8, 2021 Special Board of Directors 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. STRATEGIC PLAN PRIORITIES ALIGNMENT

The actions taken in this report tie to METRO's Stewardship and Accountability responsibility.

V. FINANCIAL CONSIDERATIONS/IMPACT

None.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

None.

VIII. ATTACHMENTS

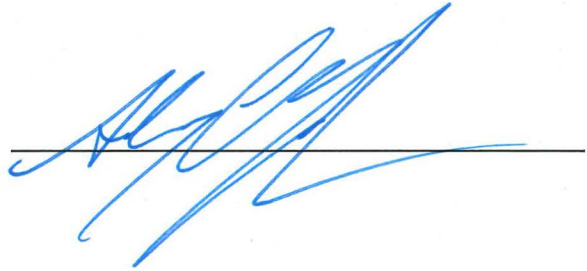
Attachment A: Draft minutes for the Board of Directors Meeting of September 24, 2021

Attachment B: Draft minutes for the Special Board Meeting of October 8, 2021

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

IX. APPROVALS

Alex Clifford, CEO/General Manager

A handwritten signature in blue ink is written over a solid horizontal black line. The signature is stylized and appears to be 'Alex Clifford'.

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Attachment A



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO) BOARD OF DIRECTORS MEETING MINUTES* SEPTEMBER 24, 2021– 9:00AM MEETING HELD VIA TELECONFERENCE

A regular meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District (METRO) convened on Friday, September 24, 2021, via teleconference.

The Board Meeting Agenda Packet can be found online at www.SCMTD.com. *Minutes are “summary” minutes, not verbatim minutes. Audio recordings of Board meeting open sessions are available to the public upon request.

This document was created with accessibility in mind. With the exception of certain third 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.

- 1 CALL TO ORDER** at 9:03 AM by Board Vice Chair McPherson.
- 2 ROLL CALL:** The following Directors were **present** via teleconference, representing a quorum:

Director Jimmy Dutra	City of Watsonville	Absent
Vacant	City of Watsonville	
Director Shebreh Kalantari-Johnson	City of Santa Cruz	
Director Manu Koenig	County of Santa Cruz	
Director Donna Lind	City of Scotts Valley.	Absent
Director Bruce McPherson	County of Santa Cruz	
Director Donna Meyers	City of Santa Cruz	Joined 9:06 AM
Director Larry Pageler	County of Santa Cruz	
Director Kristen Petersen	City of Capitola	Departed 9:30 AM
Director Dan Rothwell	County of Santa Cruz	
Director Mike Rotkin	County of Santa Cruz	
Ex-Officio Director Dan Henderson	UC Santa Cruz	
Ex-Officio Director Alta Northcutt	Cabrillo College	
Additional METRO staff:		
Alex Clifford	CEO/General Manager	
Julie Sherman	General Counsel	

- 3 ANNOUNCEMENTS**
Today’s meeting is being broadcast by Community Television of Santa Cruz County.
- 4 BOARD OF DIRECTORS COMMENTS**
Hearing none, Vice Chair McPherson moved to the next agenda item.
- 5 ORAL AND WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS**
Hearing none, Vice Chair McPherson moved to the next agenda item.

Attachment A

Board of Directors
September 24, 2021
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6 LABOR ORGANIZATION COMMUNICATIONS

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

7 METRO ADVISORY COMMITTEE (MAC) WRITTEN COMMUNICATION

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

8 ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

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

CONSENT AGENDA

- 9.1 ACCEPT AND FILE: PRELIMINARY APPROVED CHECK JOURNAL DETAIL FOR THE MONTH OF AUGUST 2021
- 9.2 ACCEPT AND FILE: MINUTES OF THE AUGUST 18, 2021 METRO ADVISORY COMMITTEE (MAC) MEETING, THE AUGUST 27, 2021 BOARD OF DIRECTORS MEETING, THE SEPTEMBER 10, 2021 FINANCE, BUDGET & AUDIT STANDING COMMITTEE MEETING, THE SEPTEMBER 10, 2021 CAPITAL PROJECTS STANDING COMMITTEE MEETING, AND SEPTEMBER 10, 2021 PERSONNEL/HR STANDING COMMITTEE MEETING
- 9.3 ACCEPT & FILE: QUARTERLY PROCUREMENT REPORT FOR 2ND QUARTER OF FY22
- 9.4 ACCEPT AND FILE:
 - A. THE FISCAL YEAR END MONTHLY BUDGET STATUS REPORTS FOR JUNE 30, 2021; AND, ADOPTION OF THE PRELIMINARY SCHEDULE OF RESERVE ACCOUNT BALANCES
 - B. THE YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF AUGUST 31, 2021
- 9.5 APPROVE: CONSIDERATION OF DECLARING VEHICLES AND/OR EQUIPMENT AS EXCESS FOR PURPOSES OF DISPOSAL OR AUCTION
- 9.6 APPROVE: CONSIDERATION OF RESOLUTION APPROVING THE FY22 REVISED CAPITAL BUDGET/PORTFOLIO
- 9.7 APPROVE: AUTHORIZE AND FUND A REVENUE ACCOUNT PROGRAM MANAGER POSITION
- 9.8 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO TO USE THE CALIFORNIA ASSOCIATION FOR COORDINATED TRANSPORTATION (CALACT)/MORONGO BASIN TRANSIT AUTHORITY (MBTA) PURCHASING COOPERATIVE CONTRACT 18-01 FOR THE PURCHASE OF TWO BUSES FROM GILLIG, LLC
- 9.9 APPROVE: AUTHORIZE THE CEO TO EXECUTE A SOLE SOURCE CONTRACT WITH N/S BUS WASHER CORPORATION
- 9.10 ACCEPT AND FILE: THE METRO PLANNING AND DEVELOPMENT ANNUAL STATUS REPORT

There were no public comments.

ACTION: MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR PAGELER

MOTION PASSED WITH 8 AYES (Directors Kalantari-Johnson, Koenig, McPherson, Meyers, Pageler, Petersen, Rothwell & Rotkin) Directors Dutra and Lind were not present.

Attachment A

REGULAR AGENDA

10 RETIREE RESOLUTION OF APPRECIATION: MARTIN GILBERT

Vice Chair McPherson read a short bio, recognizing Mr. Gilbert's contributions to METRO in absentia.

There was no public comment.

ACTION: MOTION TO APPROVE THE RETIREE RESOLUTION AS PRESENTED

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR ROTHWELL

MOTION PASSED WITH 8 AYES (Directors Kalantari-Johnson, Koenig, McPherson, Meyers, Pageler, Petersen, Rothwell & Rotkin) Directors Dutra and Lind were not present.

Director Petersen left at 9:30 AM.

11 APPROVE: CONSIDERATION OF APPROVING THE AUTHORIZATION TO ENGAGE A MUNICIPAL ADVISOR, BOND COUNSEL AND BOND UNDERWRITER TO MOVE FORWARD WITH THE ISSUANCE OF A PENSION OBLIGATION BOND

Chuck Farmer, Chief Financial Officer, gave an overview of METRO's current pension and Other Post-Employment Benefits (OPEB) unfunded obligations and the difference between the two. After analysis, METRO is focusing on covering the unfunded pension liability. Discussion ensued on how CalPERS works and what can be done to make the biggest impact on the unfunded liabilities. Alternatives were reviewed and the advantages and disadvantages of each were discussed. CFO Farmer recommended that METRO pursue a pension obligation bond to cover the full, outstanding pension balance and reduce the interest rate currently being paid. He presented the steps to move forward and requested approval from the Board to proceed in hiring a Municipal Advisor, Bond Counsel and Underwriter.

There was no public comment.

ACTION: MOTION TO AUTHORIZE METRO TO ENGAGE A MUNICIPAL ADVISOR, BOND COUNSEL AND BOND UNDERWRITER TO MOVE FORWARD WITH THE ISSUANCE OF A PENSION OBLIGATION BOND

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR KALANTARI-JOHNSON

MOTION PASSED WITH 7 AYES (Directors Kalantari-Johnson, Koenig, McPherson, Meyers, Pageler, Rothwell & Rotkin) Directors Dutra, Lind and Petersen were not present.

12 COMMITTEE ASSIGNMENTS

Vice Chair Bruce McPherson spoke to the staff report. CEO Clifford added that with the resignation of Watsonville City Councilmember Aurelio Gonzalez, two METRO committee seats are left vacant—one on the Santa Cruz County Regional Transportation Commission (SCCRTC) and the other on the Santa Cruz Civic Improvement Corporation (SCCIC). METRO is requesting the approval to start the process in filling those two committee seats.

There was no public comment.

ACTION: MOTION TO OPEN A NOMINATION PERIOD TO ELECT A DIRECTOR TO FILL EACH COMMITTEE VACANCY ON THE SCCIC AND SCCRTC

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR MCPHERSON

MOTION PASSED WITH 7 AYES (Directors Kalantari-Johnson, Koenig, McPherson, Meyers, Pageler, Rothwell & Rotkin) Directors Dutra, Lind and Petersen were not present.

Attachment A

13 CEO ORAL REPORT / COVID-19 UPDATE

CEO Clifford welcomed the new hires:

- James Seilenbinder, Mechanic 1
- Abigahil Lazaro, VSW

CEO Clifford went on to provide the following updates:

- COVID updates:
 - No new positive cases since September 10, 2021.
 - Agency vaccination rate is now 83%.
 - In August, METRO implemented a hybrid mandatory vaccination directive where unvaccinated employees must submit to onsite COVID testing and provide METRO with a copy of their vaccination card. To date, all employees have cooperated with the directive with the exception of two unvaccinated Bus Operators.
 - CDPH Branch Laboratory (CDPH) has been providing test kits for COVID since last year and METRO had pending bills of over \$115,000 for their services. Margo Ross, Chief Operations Officer, and CFO Farmer were able to negotiate and retract the entire amount. As required, METRO will provide CDPH with a copy of the vaccination cards for all employees tested since December 2020 and invoice the insurance company for those tests.
 - METRO is reviewing a new mandatory vaccination policy where unvaccinated employees will be given a certain amount of time to provide proof of full vaccination. We will reach out to the unions for their input.
- Governor Newsom has signed AB 361 (Assemblymember Rivas' Bill) which will allow the METRO Board of Directors and Standing Committees to continue to meet via teleconference rather than in person. Julie Sherman, General Counsel, gave an overview of the bill and requirements to be in compliance. Vice Chair McPherson directed METRO staff to write a letter to Assemblymember Rivas thanking him for AB 361.
- On August 22, 2021, several staff members met with FTA, Region 9, Administrator Ray Tellis regarding METRO's request of a 2016 federal Io/no grant. Administrator Tellis showed support for METRO's proposal to use the grant to purchase Proterra battery electric buses for Hwy. 17 service. Administrator Tellis will reach out to Washington, DC for approval.
- The FTA is currently reviewing METRO's COVID drawdowns and performing an audit. The process will take approximately three months to conclude.
- The 30-day notice to cure regarding the Syncromatics contract has expired. Isaac Holly, IT and ITS Director, along with General Counsel Sherman, are reviewing what has been accomplished in the last 30 days to determine the next steps.
- METRO had a Ribbon Cutting Ceremony for the Watsonville Circulator on September 7, 2021. Speakers were Directors Lind and Dutra, Mark Hollenbeck from Proterra, and Congressman Panetta. Director Rotkin gave credit to Danielle Glagola, Marketing, Communications and Customer Service Director, for pulling together this well-attended event.
- On September 8, 2021, METRO staffed a booth at the Chamber of Commerce Business Expo. We displayed our Proterra bus at the event and KSCO interviewed Director Glagola and John Urgo, Planning and Development Director.
- METRO attended the Santa Cruz County Fair on September 15-19, 2021 and displayed our Proterra bus and a paratransit vehicle. Information was provided on the Watsonville Circulator and various recruitment opportunities.

Attachment A

- Human Resources will have a booth at the Access 2 Employment Job Fair held on October 13, 2021, to promote current job openings.
- Temporary reduction in fare ended on September 15, 2021.
- The scmtd.square.site is now available for purchasing METRO bus passes.
- METRO's Customer Service windows at the Pacific Station and Watsonville Transit Center opened fulltime on September 16, 2021. They will be open Monday - Friday, 8:00 AM – 5:00 PM.
- METRO is staffing a table today at Pacific Station for Downtown Day which welcomes back the area's students.
- METRO's recruitment television commercial is being finalized and will be broadcast on Comcast, both English and Spanish channels in October 2021. There will be three different topics—hiring Bus Operators and the hiring bonus; other employment opportunities; and welcoming back riders. Discussion ensued on the qualifications, salary and hiring bonus for the Bus Operator recruitments. Vice Chair McPherson thanked the Bus Operators on how kind and courteous they are to the public and expressed appreciation from the whole Board.
- FTA issued the 5339(b) Grants for Bus and Bus Facilities Infrastructure Investment Program. METRO is preparing to apply for building a new paratransit facility. CEO Clifford thanked The Bus Coalition for the work they did in acquiring the plus-up funding.
- Eddie Benson, Fleet Maintenance Manager, and CEO Clifford attended the three-day Zero Emission Bus Conference in Denver, CO. We learned a lot about the current state of both battery electric and fuel cell bus technology.
- We are watching for the outcomes on the federal Fixing America's Surface Transportation Act (FAST Act) and the Human Infrastructure Bill.
- The first year of the 2021/2022 California legislative biennium ended September 10, 2021. The Governor has until October 10, 2021 to sign or veto AB 418, which METRO supports. The bill would require special districts to be allocated funds on a competitive basis to help local communities improve a resiliency against power outage events.

There was no public comment.

14 ANNOUNCEMENT OF NEXT MEETINGS:

Vice Chair McPherson announced the Special Meeting on October 8, 2021 and regular Board Meeting on October 22, 2021 and reminded the assembly to check the SCMTD website for venue updates, as we remain dependent upon the public health orders in place at the time.

15 ADJOURNMENT

Vice Chair McPherson adjourned the meeting at 10:10 AM.

Respectfully submitted,

Donna Bauer
Administrative Specialist

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Attachment B



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
SPECIAL BOARD MEETING MINUTES*
OCTOBER 8, 2021 – 8:30 AM
SEACLIFF INN
7500 OLD DOMINION COURT
APTOS, CA 95001**

The Santa Cruz METRO Board of Directors convened a special meeting as referenced above. The 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.

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1 **CALL TO ORDER** at 8:34AM by Chair Lind.

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

Director Jimmy Dutra	City of Watsonville AR 9:00
Vacant	City of Watsonville
Director Shebreh Kalantari-Johnson	City of Santa Cruz
Director Manu Koenig	County of Santa Cruz AR 8:38
Director Donna Lind	City of Scotts Valley
Director Bruce McPherson	County of Santa Cruz
Director Donna Meyers	City of Santa Cruz Presence visually acknowledged
Director Larry Pageler	County of Santa Cruz
Director Kristen Petersen	City of Capitola
Director Dan Rothwell	County of Santa Cruz AR 8:48A
Director Mike Rotkin	County of Santa Cruz
Ex-Officio Director Dan Henderson	UC Santa Cruz
Ex-Officio Director Alta Northcutt	Cabrillo College AR 8:42

3 **ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS**
Hearing none, Chair Lind moved to the next item.

Alex Clifford, CEO, swore in Alta Northcutt to serve as City of Watsonville board member upon the resignation of Director Gonzalez to December 31, 2021.

REGULAR AGENDA

4. **CEO/GM AND BOARD WORKSHOP – LAYING THE GROUNDWORK FOR THE STRATEGIC PLAN UPDATE WORKSHOP**

CEO Clifford welcomed the participants and provided a brief background and summary of the strategic plan process. The November committee meetings will be replaced by a continuation of this meeting; that is, a second strategic planning session. Today's focus is on long term/short term policy direction and directives, trust and continued support of the CEO in his management of the day-to-day business and administration. He then introduced Teri Fisher, CEO of Insight Strategies, and Carita

Attachment B

Special Board Meeting Minutes
October 8, 2021
Page 2 of 2

Ducre, Insight Strategies partner, who spoke to the attached presentation engaging the participants at various times.

Director Dutra departed at 10:40AM.

CEO Clifford cautioned the assembly that time, money and personnel resources are very real constraints to take into consideration when setting goals, plans, etc.

Ms. Fisher suggested that METRO Marketing develop a script to use with constituents, personal and professional relationships to improve ridership, etc.

After a series of group exercises and frank discussions, Insight Strategies will provide notes to each board member and staff consolidating the discussion and outcome of today's session in preparation of the November 12, 2021 meeting wherein the top five priorities will be identified, projects within each priority will be delineated, urgency of priorities, etc. Director McPherson suggested a rolling six-month review of the goals and priorities thereafter.

5. **ANNOUNCEMENT OF NEXT MEETING: FRIDAY, OCTOBER 22, 2021 AT 9:00 AM, VENUE (TELECONFERENCE OR PHYSICAL) TO BE DETERMINED**
Donna Lind, Board Chair

Directors Henderson, Meyers and Rothwell departed at 1:00PM

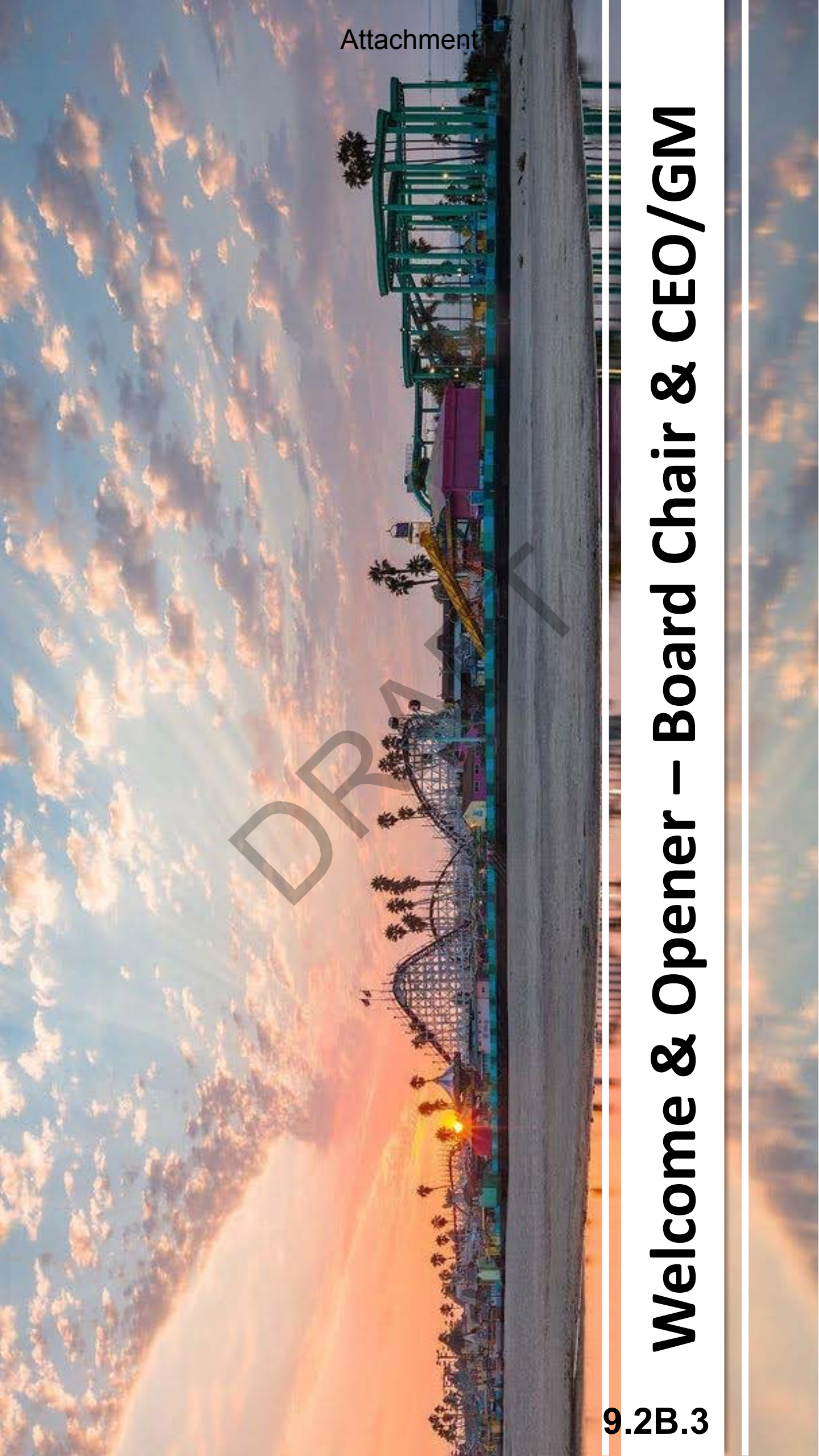
Director Koenig departed at 1:15PM

Director Alta Northcutt departed at 1:25PM

6. **Chair Lind adjourned the meeting at 1:35 PM.**

Respectfully submitted,

Gina Pye
Executive Assistant



9.2B.3

Welcome & Opener – Board Chair & CEO/GM



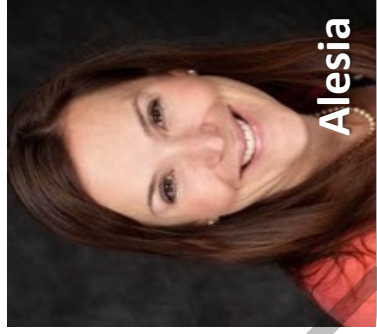
9.2B.4

Surgeon & Janitor



About Insight Strategies, Inc.

Meet the Team



9.2B.6

Insight's Transit/Transportation Clients = 50+ to date



9.2B.7

Session Objectives

1. Understand METRO's current state
2. Discuss strategic planning priorities going forward
3. Create alignment between Board Members
4. Foster alignment between Alex and the Board
5. Delineate roles and responsibilities of board and METRO staff

9.2B.8

Attachment





Rules of Engagement

9.2B.9

1. Be here now
2. No phone/email distractions
3. Participate!
4. Listen actively
5. No formal “actions” will be taken
6. Speak your truth inside the room—*with respect*
7. “I” Statements
8. Take accountability
9. No judgements
10. Start/break/end on time
11. Fun!
12. Take notes!

If you’re participating virtually, add

13. Camera on
14. Remain on mute (when not speaking)

Safety Moment



**Insight's role,
Your role**

DRAFT

**1 min
intros (or less!) HELLO
my name is**

1. How long have you been a METRO Board member?
2. What is your day job or what was your last job?
3. What impact do you want to have (or have you had) as a Board member?
4. Fun fact (*sans* kids, grandkids, or pets!) 😊



METRO
is a Ship

METRO is a Ship—Draw a Picture

1. What type of ship or boat is it? Why?
2. What condition is the ship or boat in? Why?
3. What speed is the ship or boat going? Why?
4. What's the water like? What's in the water?
5. What's the weather like?
6. What is your destination?
7. Where are you personally on the ship or boat?
What is your role on the ship or boat? (STAFF)
8. Where is the CEO/GM? Where is the Board?

9.2B.14

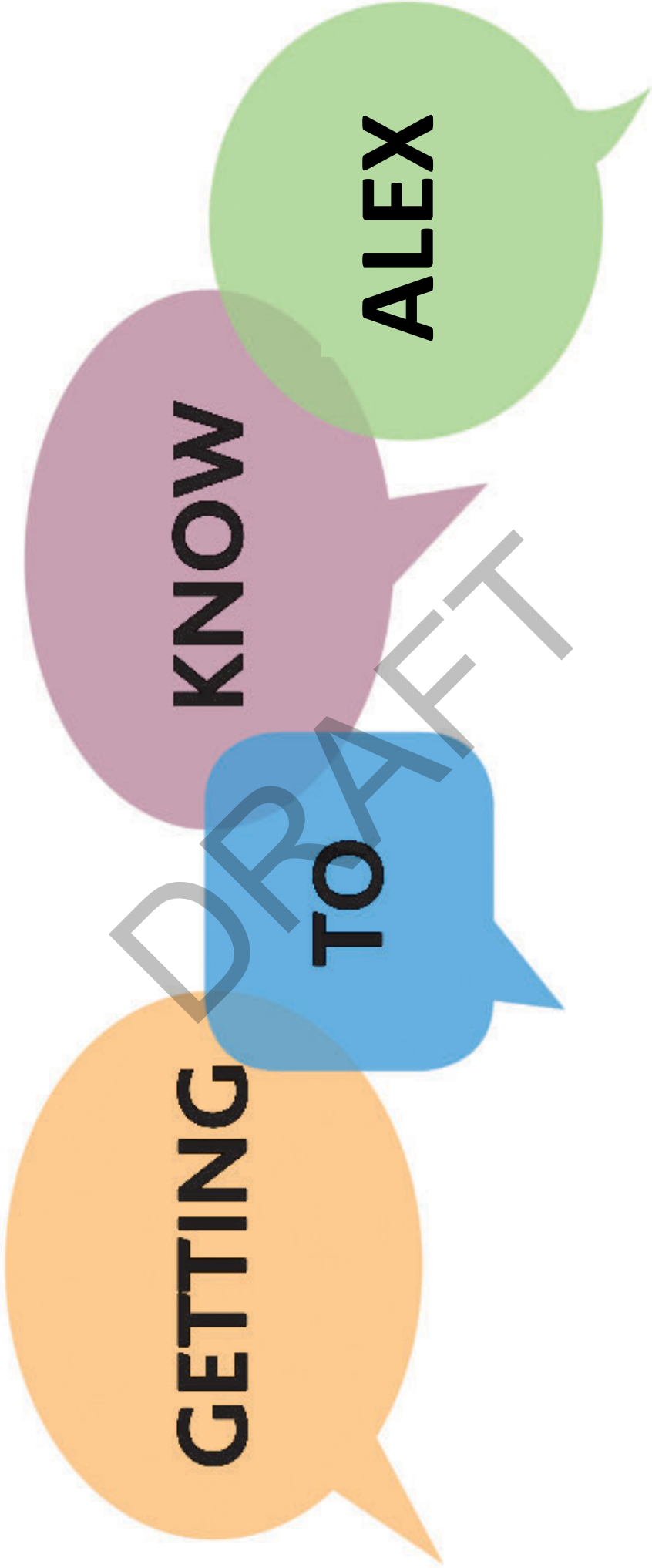


Insight's Organizational Health & High- Performance Framework

9.2B.15

VISION





9.2B.16

Board Interview Assessment Data

2021 VOB Interview Findings – Summary

Voice of the Board Assessment

12 Interviews | 7 Questions

1. What are the top 3 things METRO does well?
2. What are METRO'S top 3 areas for improvement?
3. In the next 5 years... What are METRO's highest priority strategies and goals? "Big buckets"
4. What are the greatest challenges/obstacles to achieving these highest priority strategies and goals?
5. Describe what roles the Board plays or should play.
6. What is your feedback for Alex?
7. Catch All?

9.2B.18

2021 VOB Interview Themes: BLUF

CEO/GM doing a good job

- Pandemic response (kept customers informed; kept employees safe and employed)
- Politically savvy at state & federal levels

Excellent financial stewardship

Communication with Board and public

Courteous drivers, great customer service

Build relationships with partners

Staying relevant

Electrify and modernize the fleet

Meet the needs of riders in populous areas

2021 VOB Interview Themes

1. What are the top 3 things METRO does well?

Freq.	Response
8	Finances – dug out of a hole, now we’re in good shape, excellent financial management and grants team
3	Community responsiveness – inform, educate, respond to the community
3	Communication between METRO and the Board
3	Customer service – drivers are committed to passenger experience
2	Retaining employees – including drivers and mechanics, and multiple generations
2	Serving UCSC
2	COVID Response/pandemic management – kept employees safe, no layoffs, kept Board informed
2	Meeting effectiveness – run well
2	Funding/political savvy

9.2B.20

2021 VOB Interview Themes

2. What are METRO'S top 3 areas for improvement?

Freq.	Response
6	Union relationships
4	Meet the needs of riders in populous areas (routes run through but are not convenient)
3	Fleet updates – electrify/modernize/restore
2	Technology (i.e., AVL and APC)
2	Increase and retain ridership

Attachment

9.2B.21

2021 VOB Interview Themes

3. In the next 5 years...What are METRO’s highest priority strategies and goals? “Big buckets”

9.2B.22

Freq.	Response
8	Electric buses/green emission/zero emission
7	Increasing ridership – especially choice riders
5	Service: More frequent service, more routes, reduce headways, focus on Watsonville/SC connection
5	Financially healthy/stable, funding for pension
3	More efficient routes for long trips (need better options w/o transfers)
3	COVID recovery safe, healthy, employees
2	Bus on shoulder project – dedicated bus lane on Highway 1
2	Union relationships
2	Strong legislative platform, federal and state
2	Regional planning, integrating, engaging in transit/transportation discussions
1	E-bikes/bike-share growth taking up market space
1	Succession/transition planning for C-Suite
1	Technology improvements (AVL and APC)

2021 VOB Interview Themes

4. What are the greatest challenges/obstacles to achieving these highest priority strategies and goals?

Freq.	Response
8	Funding/financials/pension challenges
4	Rail/trail tension/debate – outcome could affect Metro
4	Relevance/image of public transit as a service worth riding/paying for
3	Staffing: maintaining and sustaining employees
2	Ridership
2	Traffic, road expansion, roads in need of repair, etc.
1	Diversity – more women involved
1	Work with RTC on bottlenecks
1	COVID – new variants and impact on travel

9.2B.23

2021 VOB Interview Themes

7. Catch all.

1. Metro's employees love their work. It shows up in how they think about the community and want to respond. They believe in this work. They want public transportation to be the way we exist.
2. Appreciate the leadership for taking time to recognize the folks who are working. When they put "You are essential" on the sides of the buses, at stops, I appreciate that.
3. Happy to be on this Board.
4. Being on the Board doesn't "light me up."
5. Take the lead on succession planning. Have had lots of retirements lately.
6. Question for Alex: What is your legacy move on this agency?
7. He does a good job communicating things that are happening (i.e., accidents, electric buses) but are there other ways to get Board members to contribute? Leverage Board members more.
8. I enjoy being on this Board.
9. We need to make sure Alex feels valued and part of the team.
10. It's hard to get to know each other virtually.
11. Remove politics from decisions.
12. This is a great first step in building a relationship between Alex and Board.
13. It's very business as usual. No opportunity to get to know each other and our expertise. If we knew each other's strengths, we could leverage them.

9.2B.24

Attachment

Insight's Insights on METRO's Opportunities

- Serve growing population of UCSC
 - What about servicing the UC Santa Cruz past 10pm
- Relevancy – e.g., pop-up ads on Instagram, geo-tracking, climate action response, etc.
- Attract choice riders where they are (ex: ads in parking lots)
- Obtain funding for METRO as an evacuation system during wildfires
- Electric buses – establish backup sources of power for charging during natural disasters
- More proactive engagement/integration with RTC
- What else?

9.2B.25

2021 VOB Interview Themes

6. Feedback for
Alex, if you have
any

9.2B.26



2021 VOB Interview Themes

Board Positive Feedback to the CEO

1. Attends METRO events. If METRO is putting it on, he's there.
2. Doing the best he can with the resources at his disposal.
3. He's done a superb job running the organization.
4. Grateful for his openness/willingness to meet and provide information.
5. He's the perfect person for right now. Confident. Knows how to run a transit agency. Good at policy/advocacy.
6. He does a superb job of advising the Board on big issues, i.e., financials, big decisions, policies, fair supervisor of the people below him.
7. He's done a great job with the agency (operationally, fiscally, etc.) Can see that he's trying! His efforts are noticed.
8. He's effective, attentive – good communication style and pandemic response.
9. Feel proud of the work he's done.
10. He's outstanding.

Attachment

Industry Update – Quick Hit

DRAFT

SWOT² Analysis



SWOT² Analysis

Strengths –Compared to other like organizations, what does **METRO** do that is excellent? On a scale of 1-10, it would be rated an 8, 9 or 10. (Data to support)

Weaknesses –Compared to other like organizations, what could be improved? On a scale of 1-10, it would be rated a 0, 1, 2, 3 or 4. Weaknesses are within organizational control. (Data to support)

Opportunities –What opportunities exist for **METRO** that will better enable it to achieve its mission, and vision, achieve continued success and relevance?

Threats –What threats exist that could inhibit **METRO** from achieving its mission and vision? Threats are outside of an organization's control, i.e. Economic, Competitive, Policies, Trends, Funding, etc.

Don't forget Trends!

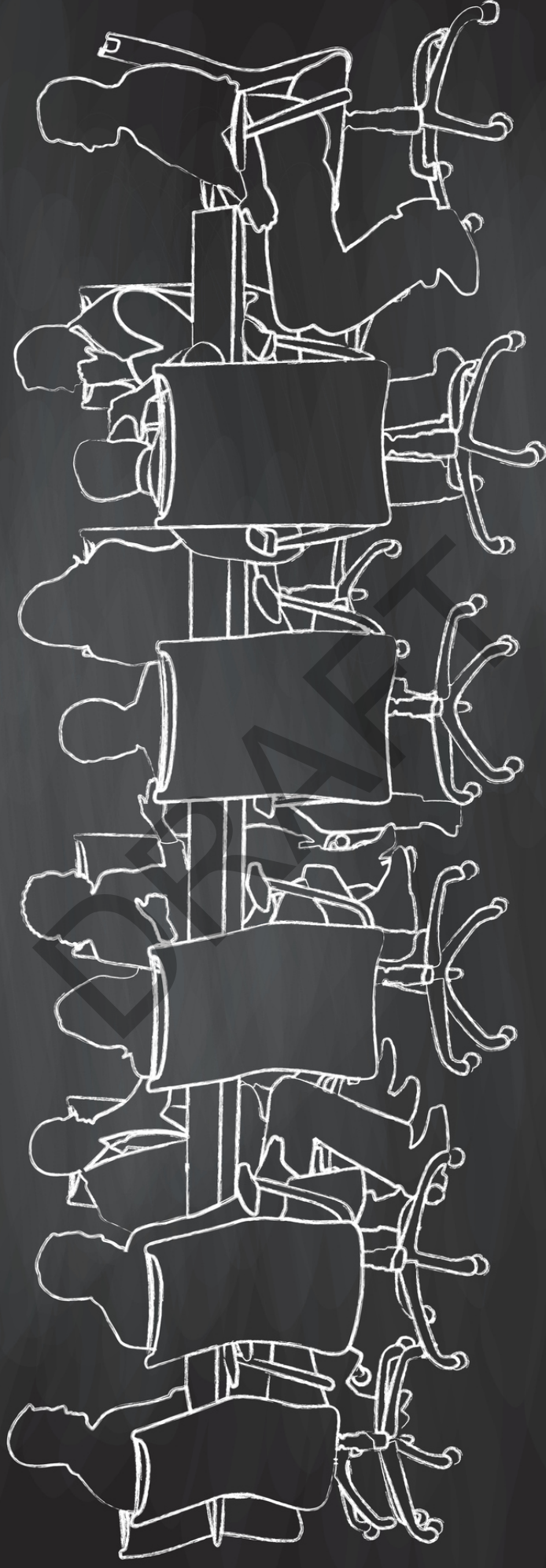
Attachment

SWOT² - Thought Starters

<p><u>Strengths</u></p> <ul style="list-style-type: none">• What do we do well?• What are our assets?• What are our core competencies?• What successful experiences do we have – what did it take to achieve those successes?• Etc.	<p><u>Weaknesses (internal)</u></p> <ul style="list-style-type: none">• What do we need to do better?• What training, tools and technology do we need that we don't have?• Where do we lack resources?• What problems keep reoccurring?• What communication and organizational issues exist?• Where are the process issues?• Etc.
<p><u>Opportunities</u></p> <ul style="list-style-type: none">• What are new needs of our customers?• What future trends exist?• What industry trends exist that we can leverage and/or address?• What political and social trends can we address?• What new technology could we capitalize on?• Where can we improve service?• Where can we offer more services?• What are process opportunities?• Etc.	<p><u>Threats (external)</u></p> <ul style="list-style-type: none">• Where are we vulnerable?• How are we perceived?• How can technology be a threat?• What economic trends could impact us?• What social and market trends could impact us?• What policies could impact us?• Etc.

Attachment

Roles & Responsibilities



2021 VOB Interview Themes

5a. Describe what roles the Board plays

Freq.	Response
10	Oversee/advise/manage Alex
7	Represent constituents; hold staff accountable to meet what was promised to the public/Sounding board for the public/Community liaisons
4	Financial solvency/ensure METRO stays within its budget
2	Guide policies and direction of Agency
1	Performance reviews for CEO
1	Still learning that!
1	Tours, employee recognition

9.2B.33

2021 VOB Interview Themes

5b. Describe what roles the Board *should* play

Freq.	Response
4	Outward facing/advocating for their communities through transit and vice versa
2	Ride the system
2	Should not be focused on the day-to-day
1	Be more informed about the community/ridership
1	Better utilization in sub-committees
1	Strategic planning/development of the organization
1	Research/fact check
1	Meet more often/regularly to discuss goals

Board Roles & Responsibilities Best Practices

<ul style="list-style-type: none">• Strategic direction oversight
<ul style="list-style-type: none">• Financial oversight and stewardship
<ul style="list-style-type: none">• Represent constituents; hold staff accountable to meet what was promised to the public/Sounding board for the public/Community liaisons
<ul style="list-style-type: none">• Understand the transit industry and METRO specifically
<ul style="list-style-type: none">• Advocate the benefits of transit back to the constituency
<ul style="list-style-type: none">• CEO Effectiveness and Performance Evaluation
<ul style="list-style-type: none">• Guide and review policies

9.2B.35

Insight's Recommendations to the Board

1. Board Member onboarding and orientation
2. Structured and objective approach to CEO Performance Evaluation
3. Get to know each other and Alex better
4. Board to get to know the system and staff

9.2B.36

Cathedral

9.2B.37

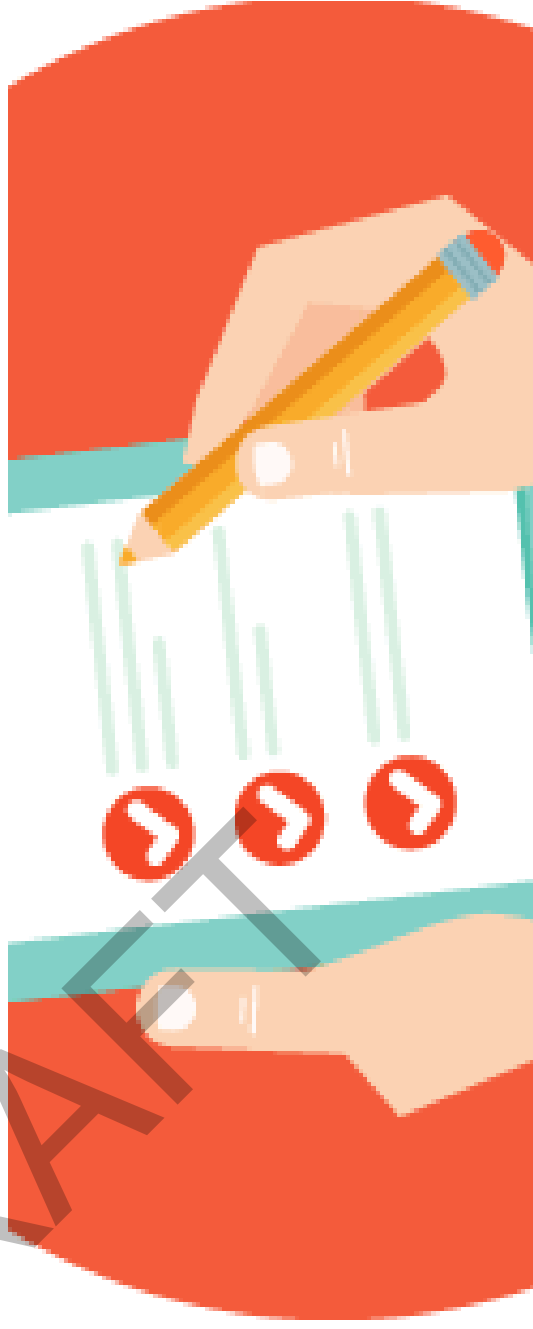
INSIGHT
STRATEGIES, INC.

Attachment



Next Steps & Session Evaluation

what's next?



You can find us at:

Teri Fisher

CEO & Managing Partner

O: 310-783-9263

C: 310-594-9592

tfisher@insightstrategies.com

Carita Ducre

Managing Partner & Senior Consultant

O: 310-783-9263

C: 310-594-9592

tfisher@insightstrategies.com

**Insight's Organizational Health &
High-Performance Framework©**



9.2B.39

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DATE: October 22, 2021
TO: Board of Directors
FROM: Chuck Farmer, Chief Financial Officer
SUBJECT: ACCEPT AND FILE THE YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF SEPTEMBER 30, 2021

I. RECOMMENDED ACTION

That the Board of Directors accept and file the Year to Date Monthly Financial Report as of September 30, 2021

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 (Board) 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 September 30, 2021."

Staff recommends that the Board 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 September 30, 2021. The fiscal year has elapsed 25%.

Slide 1

(Cover) Year to Date Monthly Financial Report as of September 30, 2021

Slide 2

September 2021 Key Financial Highlights

- Service
 - Fixed Route (inc Hwy 17) Cost per Revenue Service Hour is \$256 vs Target of \$395
 - 5 canceled trips, due to Operator shortage
 - ParaCruz Cost per Trip is \$98 vs Target of \$109
 - Non-Student/Hwy 17 Passengers is 106,415 vs Target of 125,018

- Financials (excluding all COVID related revenue/costs)
 - Revenue of \$5.1M is \$0.4M favorable to budget due to Sales Tax revenues
 - Expenses of \$4.2M is \$0.6M favorable to budget due to reduced spending in Services partially offset by increased Bus Operator OT costs
 - Net Operating Surplus of \$0.9M is \$1.0M favorable to budget
- Capital
 - Capital spend of \$144K is \$91K higher than budget of \$53K
 - Spending for new ZEBs licenses and Secondary Virtualization System occurred earlier than originally budgeted
 - Work progressing on Metro owned ParaCruz facility
- Personnel
 - 290 Active Personnel vs 321 Funded Personnel
 - 31 Vacancies at end of September, 20 related to Paratransit and Bus Operators
 - 2 Parts & Materials Clerks and 1 Vehicle Service Worker were hired in October, leaving 28 positions being actively recruited
 - 2 Operators graduated 10/13; next class of 12 being recruited with class start anticipated mid-November

Slide 3

(Cover) September 2021, YTD Pre-Close Financials

Slide 4

September 30, 2021 Monthly Operating Revenue and Expenses

- Operating Revenues, net favorable by \$2,508K - due to higher Sales Tax revenues and unbudgeted COVID related grants
 - Passenger Fares – favorable by \$11K
 - Sales Tax/including Measure D – favorable by \$336K
 - Federal/State Grants – no variance
 - COVID Relief Grants – favorable by \$2,110K
 - All Other Revenues – favorable by \$51K
- Operating Expenses, net favorable by \$565K - due to lower labor/fringe costs as a result of vacant positions and extended unpaid leaves of absence; partially offset by higher OT costs
 - Labor Regular – favorable by \$216K

- Labor OT – unfavorable by \$149K
- Fringe Benefits – favorable by \$304K
- Non-Personnel - favorable by \$194K
- Bus Replacement Fund – higher by \$46K due to increased Measure D sales tax revenues
 - Bus Replacement Fund – \$3M annual commitment from Measure D sales tax (\$2.2M) and STA-SGR (\$0.8M)
- Operating Balance – favorable by \$3,027K

Slide 5

September 30, 2021 YTD Operating Revenue and Expenses

- Operating Revenues, net favorable by \$7,968K – due to higher Sales Tax revenues and unbudgeted COVID related grants
 - Passenger Fares - unfavorable by \$50K
 - Sales Tax/including Measure D – favorable by \$1,647K
 - Federal/State Grants – no variance
 - COVID Relief Grants – favorable by \$6,315K
 - All Other Revenues – favorable by \$56K
- Operating Expenses, net favorable by \$1,299K – due to lower labor/fringe costs as a result of vacant positions and extended unpaid leaves of absence along with reduced spending in Services and Misc. expenses; partially offset by higher OT costs
 - Labor Regular – favorable by \$733K
 - Labor OT – unfavorable by \$351K
 - Fringe Benefits – favorable by \$570K
 - Non-Personnel – favorable by \$347K
- Bus Replacement Fund – higher by \$215K due to increased Measure D sales tax revenues
 - Bus Replacement Fund – \$3M annual commitment from Measure D sales tax (\$2.2M) and STA-SGR (\$0.8M)
- Operating Balance – favorable by \$9,052K

Slide 6

September YTD FY22 Revenue Actual vs. Budget

- Actuals are \$8.0M higher than budget

- Passenger Fares – lower by \$50K, Ridership is still below pre-pandemic levels, but is slowly recovering
- Sales Tax Revenue (including Measure D) – higher by \$1,647K due to higher than anticipated receipts
- COVID Relief Grants – higher by \$6,315K due to Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) drawdown
- All Other Revenues – higher by \$56K

Slide 7

September YTD FY22 Expense Actual vs. Budget

- Actuals are \$1.3M lower than budget
 - Labor, Regular – lower by \$733K, due to funded/vacant positions
 - Labor, OT – higher by \$351K, increased overtime for Bus Operators
 - Fringe Benefits – lower by \$570K due to retirement and medical insurance savings from funded/vacant positions
 - Non-Personnel – lower by \$347K due to reduced spending in Services (professional/tech fees), Lease & Rental (costs for ParaCruz space), and Misc. expense (reduced travel)

Slide 8

(Cover) FY 2022 Forecast

Slide 9

June 30, 2022 Full Year Operating Revenue and Expenses

- Operating Revenues, net favorable by \$24,580K – due to higher Sales Tax revenues and unbudgeted COVID related grants
 - Passenger Fares - unfavorable by \$763K
 - Sales Tax/including Measure D – favorable by \$3,401K
 - Federal/State Grants – favorable by \$808K
 - COVID Relief Grants – favorable by \$21,143K
 - All Other Revenues – unfavorable by \$9K
- Operating Expenses, net favorable by \$2,281K – due to lower labor/fringe costs as a result of vacant positions and extended unpaid leaves of absence along with reduced spending in Utilities, Lease costs for ParaCruz space; partially offset by higher OT costs
 - Labor Regular – favorable by \$1,698K
 - Labor OT – unfavorable by \$1,603K

- Fringe Benefits – favorable by \$1,913K
- Non-Personnel – favorable by \$273K
- Bus Replacement Fund – higher by \$337K due to increased Measure D sales tax revenues
 - Bus Replacement Fund – \$3M annual commitment from Measure D sales tax (\$2.2M) and STA-SGR (\$0.8M)
- All Other Transfers: \$2M UAL, \$3.4M Operations Sustainability Reserve, \$16.8M COVID Recovery
- Operating Balance – net Zero

Slide 10

Full Year FY22 Revenue Estimate vs. Budget

- Actuals are \$24.6M higher than budget
 - Passenger Fares – lower by \$763K, Ridership is still below pre-pandemic levels but is showing a strong recovery
 - Sales Tax Revenue (including Measure D) – higher by \$3,401K due to higher than anticipated receipts
 - Federal/State Grants – higher by \$808K due to TDA-STA grant as result of higher sales tax collected
 - COVID Relief Grants – higher by \$21,143K due to Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) and American Rescue Plan Act (ARPA) drawdowns
 - All Other Revenues – lower by \$9K

Slide 11

Full Year FY22 Expense Estimate vs. Budget

- Actuals are \$2.3M lower than budget
 - Labor, Regular – lower by \$1,698K, due to funded/vacant positions
 - Labor, OT – higher by \$1,603K, increased overtime for Bus Operators
 - Fringe Benefits – lower by \$1,913K due to retirement and medical insurance savings from funded/vacant positions
 - Non-Personnel – lower by \$273K due to reduced spending in Casualty & Liability, lease fees related to Paratransit space, Utilities, and Mobile Materials

Slide 12

(Cover) Capital Spending & Project Completion

Slide 13

September 30, 2021 Capital Budget Spend

Total Capital Projects spending month to date is \$144K against budget of \$53K

- Construction Related Projects – spending of \$8K against budget of \$16K
 - IT Projects – spending of \$29K, no budget
 - Facilities Repair & Improvements – spending of \$11K, no budget
 - Revenue Vehicle Replacement – spending of \$22K against budget of \$22K
 - Revenue Vehicle Electrification Projects – spending of \$48K, no budget
 - Non-Revenue Vehicle Replacement – no spending, no budget
 - Fleet & Maintenance Equipment – spending of \$12K against budget of \$11K
 - Miscellaneous – spending of \$14K against budget of \$4K

Total Capital Projects spending year to date is \$311K against budget of \$213K, which is 2.9% of \$10,722K annual budget

- Construction Related Projects – spending of \$9K against budget of \$17K, which is 1.4% of \$650K annual budget
- IT Projects – spending of \$29K, no budget, which is 59.2% of \$49K annual budget
- Facilities Repair & Improvements – spending of \$18K against budget of \$6K, which is 1.1% of \$1,602K annual budget
- Revenue Vehicle Replacement – spending of \$66K against budget of \$66K, which is 0.9% of \$7,092K annual budget
- Revenue Vehicle Electrification Projects – spending of \$48K, no budget, or which is 7.6% of \$629K annual budget
- Non-Revenue Vehicle Replacement – spending of \$32K against budget of \$32K, which is 12.8% of \$250K annual budget
- Fleet & Maintenance Equipment – spending of \$41K against budget of \$39K, which is 32.8% of \$125K annual budget
- Miscellaneous – spending of \$68K against budget of \$53K, which is 20.9% of \$325K annual budget

September spending of \$144K driven by accelerated timing in ZEB licensing and Secondary Virtualization System in IT

YTD Spending of \$311K ahead of the target for fiscal year

Full year budget reflects approved FY22 Budget update from September Board meeting

Slide 14

(Cover) Questions?

Slide 15

(Cover) Additional Information

Slide 16

Pre/Post Close Variance Reconciliation – Month of August 31, 2021

- Operating Revenues, net unfavorable by \$189K
 - Passenger Fares - unfavorable by \$195K; due to timing of Cabrillo College payment; had anticipated it in August, not due until October
 - Sales Tax/including Measure D - unfavorable by \$7K
 - Federal/State Grants – no variance
 - COVID Relief Grants – favorable by \$14K
 - All Other Revenues - unfavorable by \$1K
- Operating Expenses, net favorable by \$44K – no line item variance greater than \$100K
 - Labor Regular – unfavorable by \$12K
 - Labor OT - favorable by \$5K
 - Fringe Benefits – favorable by \$26K
 - Non-Personnel - favorable by \$25K
- Bus Replacement Fund – unfavorable by \$7K
 - Bus Replacement Fund - \$3M annual commitment from Measure D sales tax (\$2.2M) and STA-SGR (\$0.8M)
- Operating Balance – unfavorable by \$138K

Slide 17

Economic Indicators & Ridership as of September 2021

- Unemployment Rate %
 - Santa Cruz County *is not available until 10/22*
 - State of California *is not available until 10/22*
 - National is 4.8%
- Gasoline per Gallon for the San Francisco-Oakland-San Jose area is \$4.45; Diesel is \$4.32

- Ridership YTD as of September 2021 changed as follows, year-over-year (FY22 – FY21):
 - 163.6% increase in Total ridership
 - 170.1% increase in Highway 17 ridership
 - 163.3% increase in Local ridership
 - 1,007.1% increase in UCSC ridership – students and faculty are returning for in person learning
 - 981.4% increase in Cabrillo ridership – students and faculty are returning for in person learning
 - 91.8% increase in Non-Student ridership
- Ridership recovery is 227,132 total passengers in September 2021 compared to 36,113 total passengers at the start of the COVID-19 pandemic in April 2020

Slide 18

FY22 & Beyond Capital Portfolio Funding \$24.8M

- Transfers from Operating Budget (Measure D) – \$7.3M
- Federal Capital Grants – \$5.7M
- Operating and Capital Reserve Fund –\$5.4M
- PTMISEA – \$4.5M
- Transfers from Operating Budget (STA-SB1) – \$0.9M
- State Transportation Improvement Plan (STIP) – \$0.6M
- Local Partnership Program (LPP) – \$0.3M
- Capital Restricted STA – \$0.03M

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This report pertains to METRO’s Financial Stability, Stewardship & Accountability.

V. FINANCIAL CONSIDERATIONS/IMPACT

Favorable budget variances in Operating Revenues and Expenses contribute to favorable budget variance in Operating Balance, Year to Date as of September 30, 2021.

VI. CHANGES FROM COMMITTEE

N/A.

VII. ALTERNATIVES CONSIDERED

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

VIII. ATTACHMENTS

Attachment A: Year to Date Monthly Financial Report as of September 30, 2021 Presentation

Prepared by: Cathy Downes, Sr. Financial Analyst

IX. APPROVALS

Chuck Farmer, Chief Financial Officer



Alex Clifford, CEO/General Manager





Year to Date Monthly Financial Report as of September 30, 2021

Board of Directors

October 22, 2021

Chuck Farmer, Chief Financial Officer

September 2021 Key Financial Highlights

<p>Service</p>	<ul style="list-style-type: none"> Fixed Route (including Hwy 17) Cost per Revenue Service Hour is \$256 vs Budget of \$395 <ul style="list-style-type: none"> 5 canceled trips, due to Operator shortage ParaCruz Cost per Trip is \$98 vs Budget of \$109 Non-Student/Hwy 17 Passengers is 106,415 vs Budget of 125,018
<p>Financials*</p>	<ul style="list-style-type: none"> Revenue of \$5.1M is \$0.4M favorable to budget due to Sales Tax revenues Expenses of \$4.2M is \$0.6M favorable to budget due to reduced spending in Services, partially offset by increased Bus Operator OT costs Net Operating Surplus of \$0.9M is \$1.0M favorable to budget
<p>Capital</p>	<ul style="list-style-type: none"> Capital spend of \$144K is \$91K higher than budget of \$53K Spending for new ZEBs licenses and Secondary Virtualization System occurred earlier than originally budgeted Work progressing on Metro owned ParaCruz facility
<p>Personnel</p>	<ul style="list-style-type: none"> 290 Active Personnel vs 321 Funded Personnel 31 Vacancies at end of September, 20 related to Paratransit and Bus Operators 2 Parts & Materials Clerks and 1 Vehicle Service Worker were hired in October, leaving 28 positions being actively recruited 2 Operators graduated 10/13; next class of 12 being recruited with class start anticipated mid-November

September 2021, Pre-Close Financials

September 30, 2021

Monthly Operating Revenue and Expenses

	September 30, 2021		Fav /
\$ 000's	Actual*	Budget	(Unfav)
Operating Revenue			
Passenger Fares	\$ 566	\$ 555	\$ 11
Sales Tax/including Measure D	2,558	2,222	336
Federal/State Grants	1,867	1,867	-
COVID Relief Grants	2,110	-	2,110
All Other	97	46	51
Total Revenue	\$ 7,198	\$ 4,690	\$ 2,508
Operating Expense			
Labor - Regular	\$ 1,361	\$ 1,577	\$ 216
Labor - OT	235	86	(149)
Fringe	1,906	2,210	304
Non-Personnel	681	875	194
Total OpEx	\$ 4,183	\$ 4,748	\$ 565
Operating Surplus/(Deficit) before Transfers	\$ 3,015	\$ (58)	\$ 3,073
Transfers			
Bus Replacement Fund*	\$ (229)	\$ (183)	\$ (46)
Operating Surplus/(Deficit) after Transfers	\$ 2,786	\$ (241)	\$ 3,027

Attachment A

- Revenues favorable due to higher Sales Tax revenues and unbudgeted COVID related grants
- Expenses favorable due to lower labor/fringe costs as a result of vacant positions and extended unpaid leaves of absence along with reduced spending in Services; partially offset by higher OT costs
- Bus Replacement Fund higher due to increased Measure D sales tax revenues

* Bus Replacement Fund – Minimum \$3M annual commitment from Measure D sales tax (\$2.2M) and STA-SGR (\$0.8M)

9.3A.4

* Pre-close financials, subject to adjustments post close

September 30, 2021 YTD Operating Revenue and Expenses

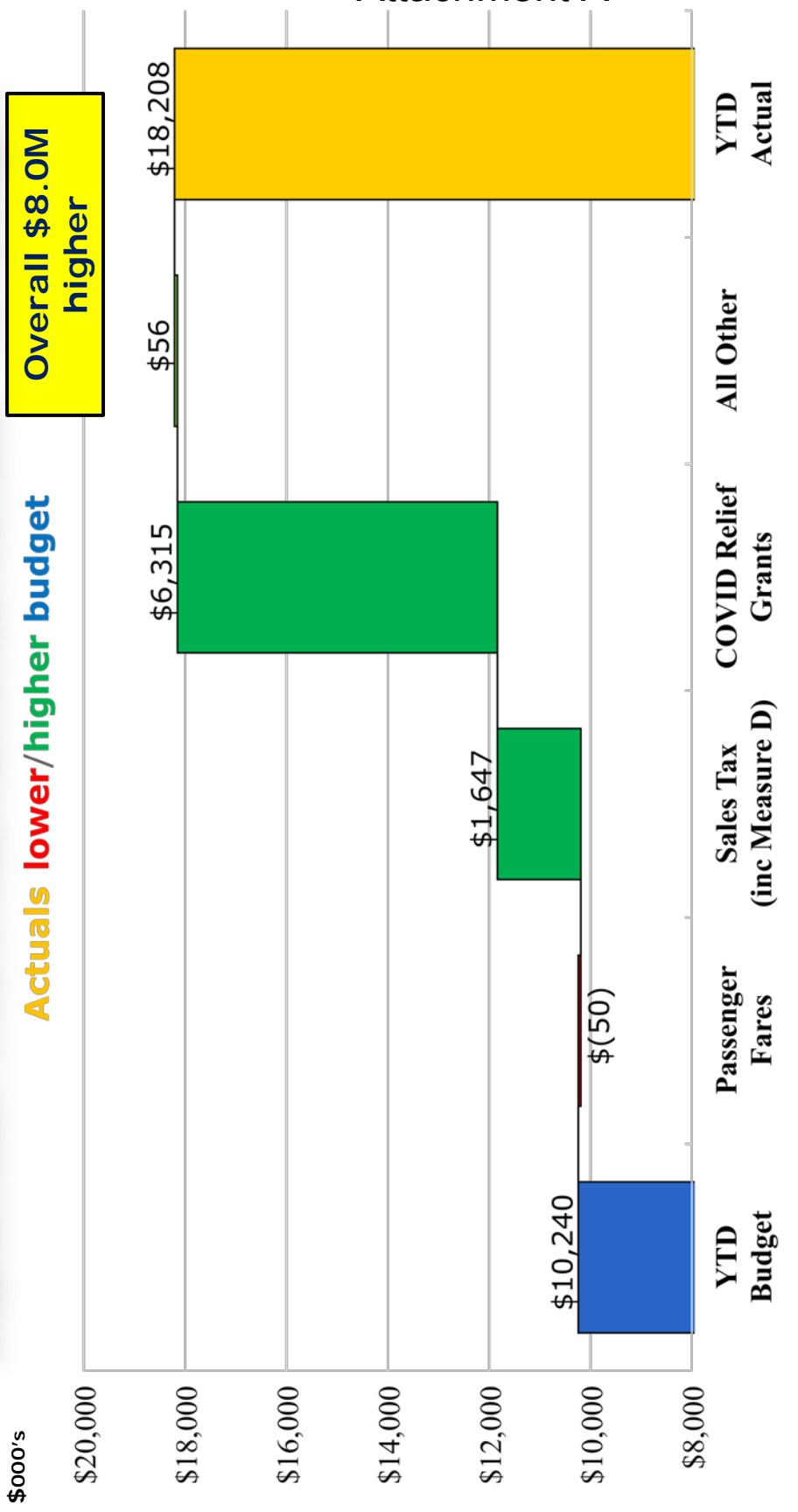
	<u>YTD as of September 30, 2021</u>		
	Actual*	Budget	Fav / (Unfav)
Operating Revenue			
Passenger Fares	\$ 1,624	\$ 1,674	\$ (50)
Sales Tax/including Measure D	8,216	6,569	1,647
Federal/State Grants	1,867	1,867	-
COVID Relief Grants	6,315	-	6,315
All Other	186	130	56
Total Revenue	\$ 18,208	\$ 10,240	\$ 7,968
Operating Expense			
Labor - Regular	\$ 3,997	\$ 4,730	\$ 733
Labor - OT	581	230	(351)
Fringe	5,862	6,432	570
Non-Personnel	2,213	2,560	347
Total OpEx	\$ 12,653	\$ 13,952	\$ 1,299
Operating Surplus/(Deficit) before Transfers	\$ 5,555	\$ (3,712)	\$ 9,267
Transfers			
Bus Replacement Fund*	\$ (751)	\$ (536)	\$ (215)
Operating Surplus/(Deficit) after Transfers	\$ 4,804	\$ (4,248)	\$ 9,052

- Revenues favorable due to higher Sales Tax revenues and unbudgeted COVID related grants
- Expenses favorable due to lower labor/fringe costs as a result of vacant positions and extended unpaid leaves of absence, along with reduced spending in Services, Lease & Rental costs, and Misc. expenses; partially offset by higher OT costs
- Bus Replacement Fund higher due to increased Measure D sales tax revenues

* Bus Replacement Fund - Minimum \$3M annual commitment from Measure D sales tax (\$2.2M) and STA-SGR (\$0.8M)

9.3A.5

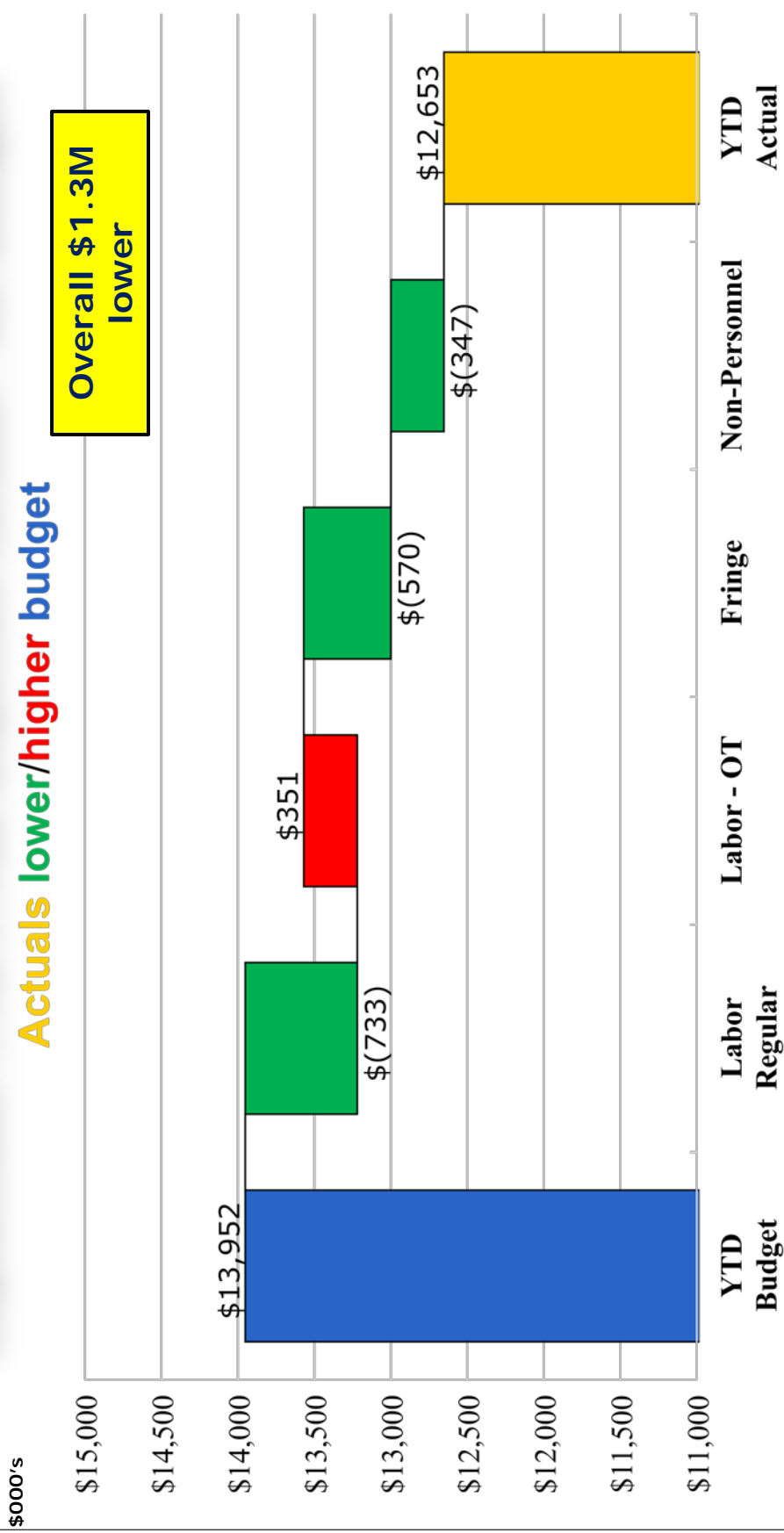
September YTD FY22 Revenue Actual* vs. Budget



- Ridership is still below pre-pandemic levels, but is slowly recovering
- Sales tax higher than anticipated
- Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) drawdown

* Excludes Transfers

September YTD FY22 Expense Actual* vs. Budget



9.3A.7

- Personnel lower due to funded/vacant positions and fringe savings is retirement and medical insurance costs; partially offset by increased Bus Operator OT due to unfilled vacancies
- Non-Personnel lower due to reduced spending in Services (professional/tech fees), Lease & Rental (costs for ParaCruz space), and Misc. expense (reduced travel)

* Pre-close financials, subject to adjustments post close; includes COVID related costs

FY 2022 Forecast

June 30, 2022

Estimated Full Year Operating Revenue & Expenses

Attachment A

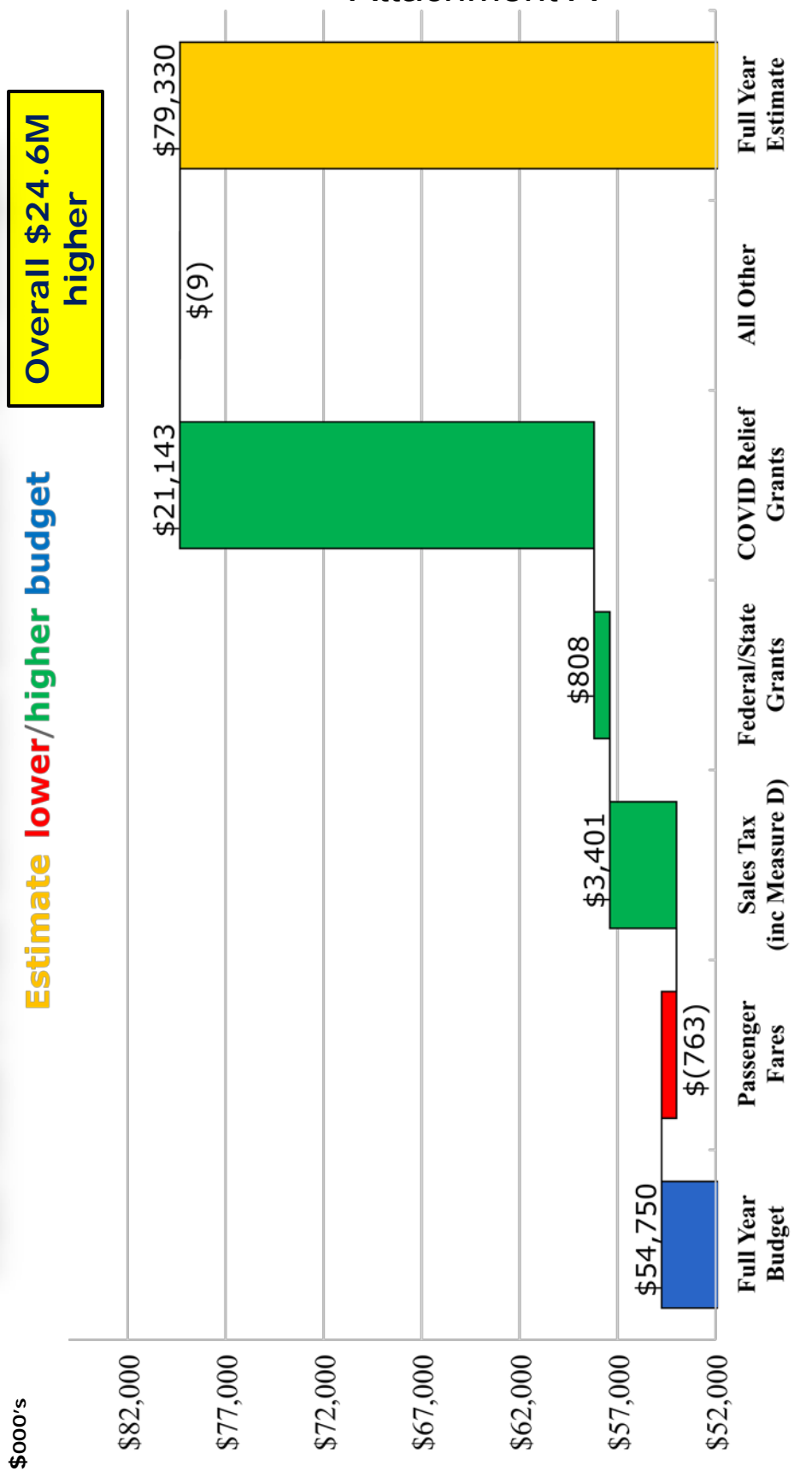
- Revenues favorable due to higher Sales Tax revenues and unbudgeted COVID related grants
- Expenses favorable due to lower labor/fringe costs as a result of vacant positions and extended unpaid leaves of absence, along with reduced spending in Utilities and lease costs for ParaCruz space; partially offset by higher OT costs as a result of unfilled Bus Operator vacancies
- Bus Replacement Fund higher due to increased Measure D sales tax revenues
- All Other Transfers: \$2M UAL, \$3.4M Operations Sustainability Reserve, \$16.8M COVID Recovery

	<u>June 30, 2022</u>		Fav /
\$ 000's	Actual*	Budget	(Unfav)
Operating Revenue			
Passenger Fares	\$ 7,556	\$ 8,319	\$ (763)
Sales Tax/including Measure D	29,704	26,303	3,401
Federal/State Grants	20,259	19,451	808
COVID Relief Grants	21,143	-	21,143
All Other	668	677	(9)
Total Revenue	\$ 79,330	\$ 54,750	\$ 24,580
Operating Expense			
Labor - Regular	\$ 17,224	\$ 18,922	\$ 1,698
Labor - OT	2,736	1,133	(1,603)
Fringe	24,218	26,131	1,913
Non-Personnel	10,156	10,429	273
Total OpEx	\$ 54,334	\$ 56,615	\$ 2,281
Operating Surplus/(Deficit) before Transfers	\$ 24,996	\$ (1,865)	\$ 26,861
Transfers			
Bus Replacement Fund*	\$ (2,577)	\$ (2,240)	\$ (337)
All Other Transfers	(22,419)	4,105	(26,524)
Operating Surplus/(Deficit) after Transfers	\$ -	\$ -	\$ -

* Bus Replacement Fund - Minimum \$3M annual commitment from Measure D sales tax (\$2.2M) and STA-SGR (\$0.8M)

9-3A-9

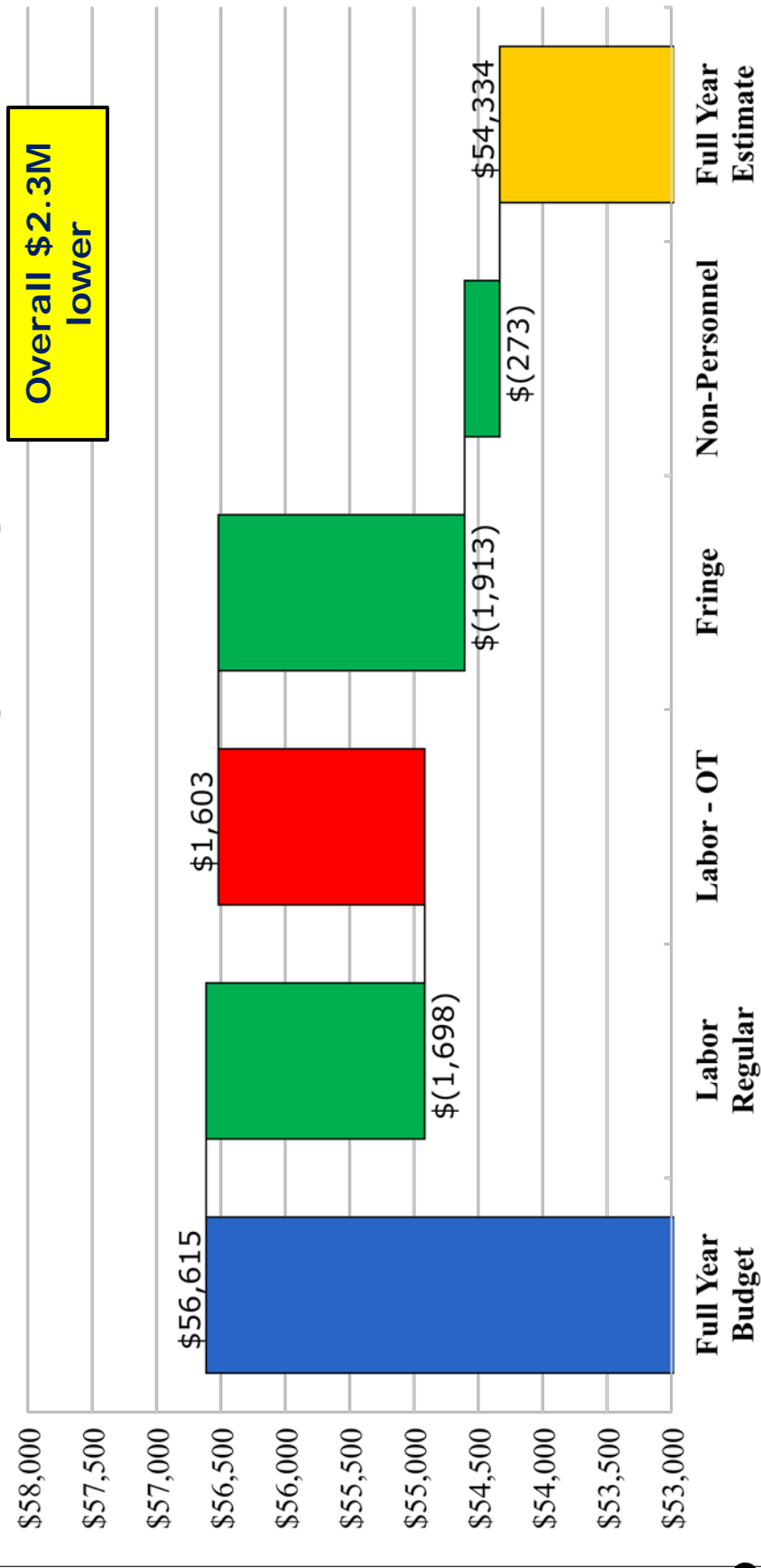
Full Year FY22 Revenue Estimate* vs. Budget



- Ridership is still below pre-pandemic levels but is showing strong recovery
 - Sales tax and TDA-STA grants higher than anticipated
 - Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) and American Rescue Plan Act (ARPA) drawdowns
- * Excludes Transfers

Full Year FY22 Expense Estimate* vs. Budget

Estimate lower/higher budget



9.3A.11

- Personnel lower due to funded/vacant positions, fringe savings is retirement and medical insurance costs; partially offset by higher Bus Operator OT
- Non-Personnel lower due to reduced spending in Casualty & Liability, lease fees related to Paratransit space, Utilities, and Mobile Materials

* Pre-close financials, subject to adjustments post close; includes COVID related costs

Capital Spending & Project Completion

September 30, 2021

Capital Budget Spend

Project Category:	Month to Date		Year to Date		Full Year	
	Actuals*	Budget	Actuals*	Budget	Budget	% Spend
Construction Related Projects	\$ 8	\$ 16	\$ 9	\$ 17	\$ 650	1.4%
IT Projects	29	-	29	-	49	59.2%
Facilities Repair & Improvements	11	-	18	6	1,602	1.1%
Revenue Vehicle Replacement	22	22	66	66	7,092	0.9%
Revenue Vehicle Electrification Projects	48	-	48	-	629	7.6%
Non-Revenue Vehicle Replacement	-	-	32	32	250	12.8%
Fleet & Maintenance Equipment	12	11	41	39	125	32.8%
Misc.	14	4	68	53	325	20.9%
Total	144	53	311	213	\$ 10,722	2.9%

1. September spending of \$144K driven by accelerated timing in ZEB licensing and Secondary Virtualization System in IT
2. YTD Spending of \$311K ahead of the budget for fiscal year
3. Full year budget reflects approved FY22 Budget update from September Board meeting

Questions?

Additional Information

Pre/Post Close Variance Reconciliation

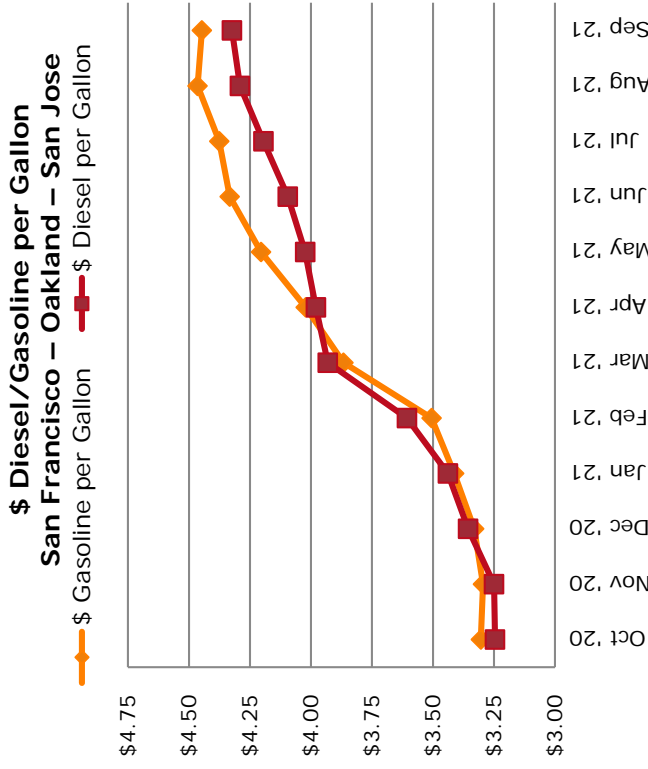
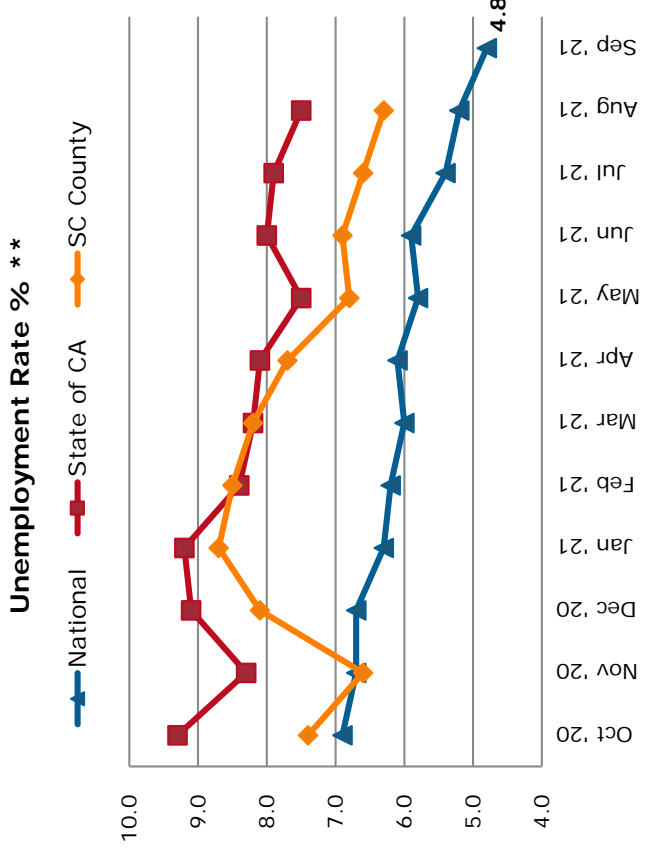
	Month of August 31, 2021		
	Post Close	Pre-Close	Fav /
\$ 000's			
Operating Revenue			
Passenger Fares	\$ 531	\$ 726	\$ (195)
Sales Tax/including Measure D	2,587	2,594	(7)
Federal/State Grants	-	-	-
COVID Relief Grants	2,110	2,096	14
All Other	44	45	(1)
Total Revenue	\$ 5,272	\$ 5,461	\$ (189)
Operating Expense			
Labor - Regular	\$ 1,334	\$ 1,322	\$ (12)
Labor - OT	180	185	5
Fringe	1,974	2,000	26
Non-Personnel	814	839	25
Total OpEx	\$ 4,302	\$ 4,346	\$ 44
Operating Surplus/(Deficit) before Transfers	\$ 970	\$ 1,115	\$ (145)
Transfers			
Bus Replacement Fund*	\$ (225)	\$ (232)	(7)
Operating Surplus/(Deficit) after Transfers	\$ 745	\$ 883	\$ (138)

Variance > \$100K

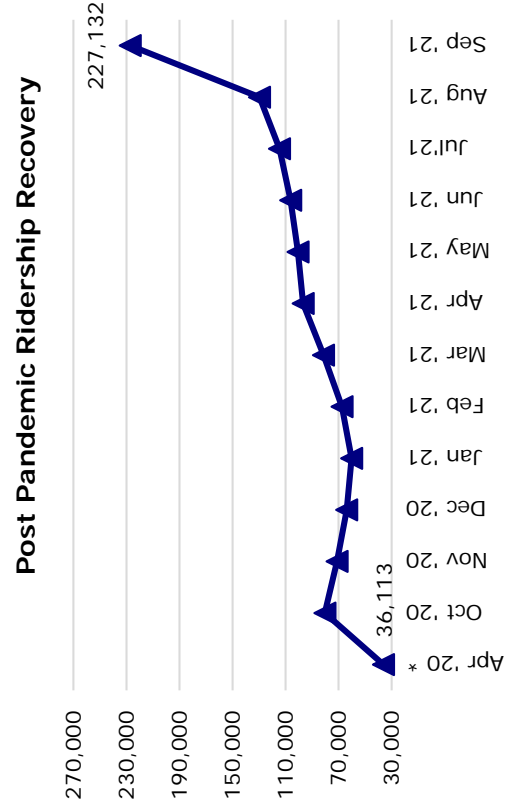
- Passenger Fares unfavorable by \$195K due to timing of Cabrillo College payment; had anticipated it in August, not due until October.

* Bus Replacement Fund – Minimum \$3M annual commitment from Measure D sales tax (\$2.2M) and STA-SGR (\$0.8M)

Economic Indicators & Ridership as of September 2021



** State/Country Unemployment rate for Sept not available until 10/22/21



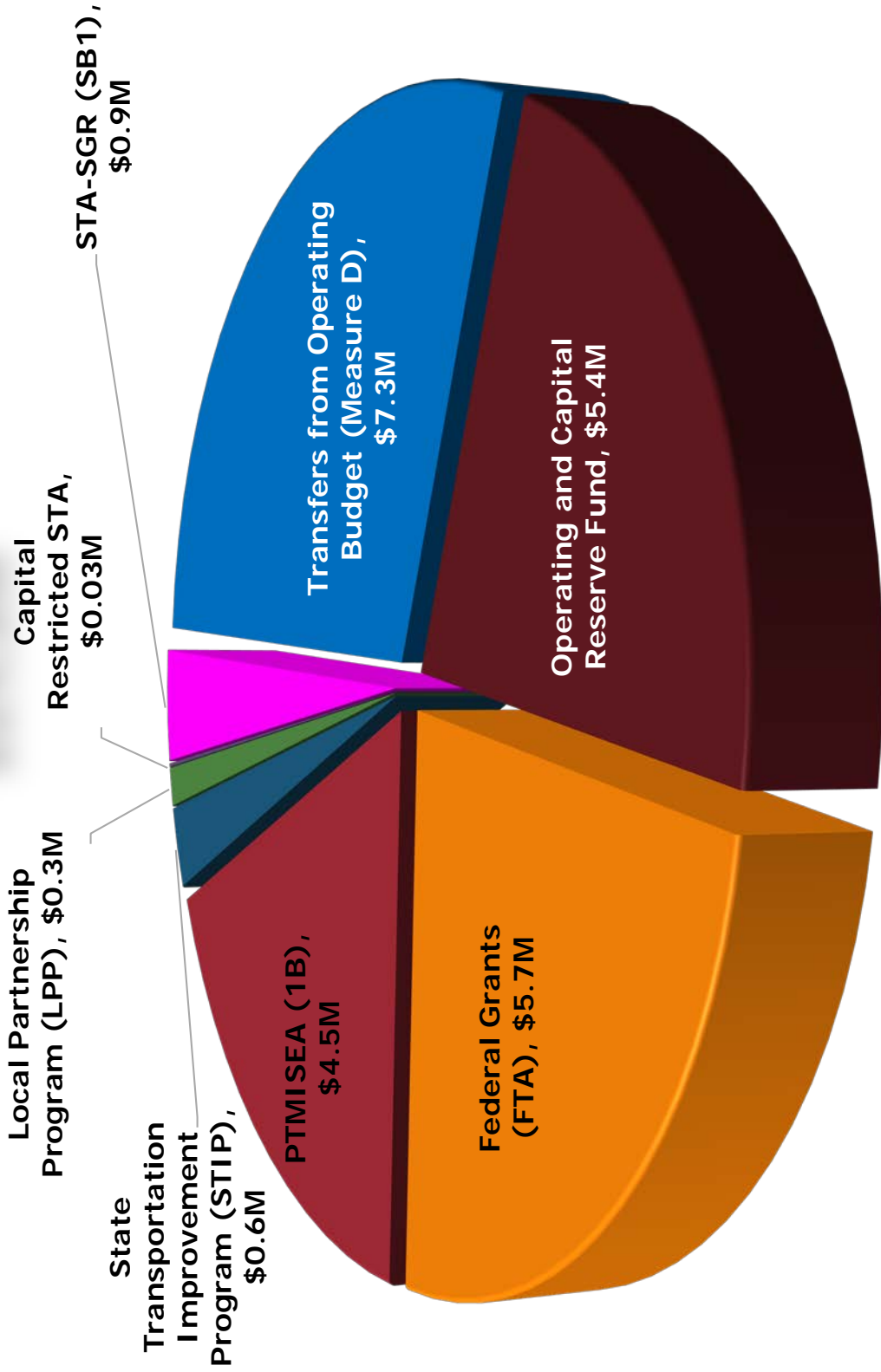
Ridership	FY22-21 Ridership: September YTD		
	FY22	FY21	% Change
Total	471,305	178,785	163.6%
Hwy 17	24,088	8,917	170.1%
Local	447,217	169,868	163.3%
UCSC	146,216	13,207	1007.1%
Cabrillo	9,149	846	981.4%
Non-Student	315,940	164,732	91.8%

9.3A.17

*Start of COVID Pandemic

FY22 & Beyond Capital Portfolio Funding*

\$24.8M



*Full portfolio amounts, will not be updated until next budget cycle or if funding sources/amounts change

DATE: October 22, 2021
TO: Board of Directors
FROM: Chuck Farmer, CFO



**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 Finance Department management shall recommend to the Board of Directors (Board) a list of items to be declared excess with appropriate action for disposal.
- Vehicles and equipment have exceeded their useful lives and are no longer needed by METRO.
- Staff recommends that the Board 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:

- Four (4) 2003 New Flyer Buses: nos. 2234, 2235, 2236 and 2238
- Two (2) Dell 1 GHZ Server, nos. 4662, 4663

The vehicles recommended for disposal are fully depreciated, so there is no financial obligation to a granting agency with regard to the recommended disposal. METRO no longer has a need for these assets listed above; therefore, it is recommended that they be disposed of at this time.

The disposition of these assets has been coordinated with management and staff in processing them for disposal, recycling or auction, if appropriate.

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

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This report pertains to Financial Stability, Stewardship, & Accountability.

V. FINANCIAL CONSIDERATIONS/IMPACT

The estimated gross market value of the vehicles included in the disposal list is approximately \$1,000 each. All vehicles/equipment items have reached the end of their useful life and are obsolete. There is no financial impact as a result of these disposals.

Any revenue generated from the sale of vehicles, equipment or inventory is recorded in the District's general ledger to account 407090-100 "Gain/Loss on Disposal of Assets."

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

Keep the vehicle and equipment in capital asset inventory. Staff does not recommend this alternative because the items have exceeded their useful life and/or are cost-prohibitive to repair and are no long in use.

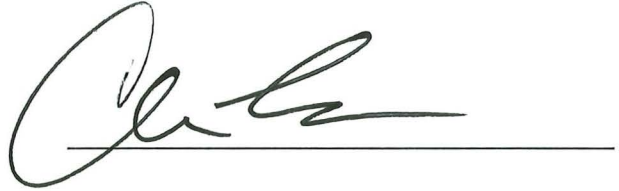
VIII. ATTACHMENTS

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

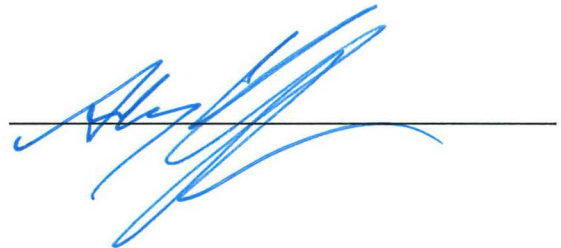
Exhibit A: Excess Vehicle & Equipment Listing—as of October 22, 2021

IX. APPROVALS

Approved as to fiscal impact:
Chuck Farmer, CFO



Alex Clifford, CEO/General Manager



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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 10/22/2021, "Exhibit A" and may be disposed of or auctioned as such:
 - a. "Four (4) 2003 New Flyer Buses: nos. 2234, 2235, 2236 and 2238";

Attachment A

Resolution No. _____
Page 2 of 3

b. “Two (2) Dell 1 GHZ Server, nos. 4662, 4663”;

PASSED AND ADOPTED by the Board of Directors of the Santa Cruz Metropolitan Transit District on October 22, 2021, by the following vote:

AYES: DIRECTORS –

NOES: DIRECTORS –

ABSENT: DIRECTORS –

ABSTAIN: DIRECTORS –

Donna Lind, 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 10/22/2021

(Attached)

Exhibit A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT										
EXCESS VEHICLE & EQUIPMENT LISTING AS OF 10/22/2021										
Vehicle or Asset Tag #	Description	Acquisition Date	Cost	Accumulated Depreciation	Net Book Value	Est. Market Value	Reason for Disposal	Condition	VIN / SN	License #
2234	2003 NEW FLYER D40LFC	03/21/2003	\$ 537,303	\$ 537,303	\$ -	\$ 1,000.00	END OF USEFUL LIFE	POOR	5FYD2LL012U024649	1161772
2235	2003 NEW FLYER D40LFC	04/04/2003	\$ 499,086	\$ 499,086	\$ -	\$ 1,000.00	END OF USEFUL LIFE	POOR	5FYD2LL082U024650	1161779
2236	2003 NEW FLYER D40LFC	02/05/2003	\$ 499,086	\$ 499,086	\$ -	\$ 1,000.00	END OF USEFUL LIFE	POOR	5FYD2LL0X2U024651	1161756
2238	2003 NEW FLYER D40LFC	03/28/2003	\$ 499,086	\$ 499,086	\$ -	\$ 1,000.00	END OF USEFUL LIFE	POOR	5FYD2LL032U024653	1161778
4662	DELL 1 GHZ SERVER	07/01/2001	\$ 9,345	\$ 9,345	\$ -	-	DECOMMISSION	POOR	5HDKN01	N/A
4663	DELL 1 GHZ SERVER	07/01/2001	\$ 9,345	\$ 9,345	\$ -	-	DECOMMISSION	POOR	7HDKN01	N/A



DATE: October 22, 2021
TO: Board of Directors
FROM: Alex Clifford, CEO/General Manager
SUBJECT: CONSIDERATION OF REAPPOINTMENTS TO THE METRO ADVISORY COMMITTEE (MAC)

I. RECOMMENDED ACTION

The Board of Directors approve the reappointments of James Cruse, Veronica Elsea and James Von Hendy to the Metro Advisory Committee (MAC) for a term ending December 31, 2025

II. SUMMARY

- There are currently three seats on the METRO Advisory Committee (MAC) expiring on December 31, 2021.
- The MAC Ad Hoc Committee would like to reappoint James Cruse, Veronica Elsea and James Von Hendy to fill the seats expiring on December 31, 2021 for an additional four-year term expiring on December 31, 2025.

III. DISCUSSION/BACKGROUND

Section 3.1 of the MAC Bylaws states “The MAC shall be composed of no greater than 7 members appointed by the Board of Directors.” Three members’ terms expire on December 31, 2021.

A 30-day nomination period opened on September 1, 2021 to solicit and accept Board nominees and citizen applications to fill those seats. The MAC Ad Hoc Committee met on October 7, 2021 to review all applications. After considerable review, the MAC Ad Hoc Committee recommends the METRO Board of Directors (Board) consider the reappointment of James Cruse, Veronica Elsea and James Von Hendy to serve as MAC committee members on (applications attached). If approved by the Board, the reappointments would conclude on December 31, 2025.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This report pertains to METRO’s Strategic Alliances and Community Outreach.

V. FINANCIAL CONSIDERATIONS/IMPACT

None.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

None. The goal is to attain a seven-member committee.

VIII. ATTACHMENTS

Attachment A: MAC Applications: James Cruse, Veronica Elsea and James Von Hendy

Attachment B: MAC Bylaws

Prepared by: Donna Bauer, Administrative Specialist

IX. APPROVALS

Alex Clifford, CEO/General Manager

A handwritten signature in blue ink is written over a solid black horizontal line. The signature is stylized and appears to be 'Alex Clifford'.

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Attachment A



Ticket #638128

Volunteer To Serve on MAC

Status	Open	Name	James P Cruse
Priority	Normal	Email	crusejim@gmail.com
Department	MAC	Phone	(831) 566-0652
Create Date	9/13/21 6:31 PM	Source	Web
Assigned To	MAC	Help Topic	Volunteer To Serve on MAC
SLA Plan	CS SLA	Last Response	
Due Date	9/24/21 4:00 PM	Last Message	

Volunteer To Serve on MAC

What is your occupation?: retired disabled

Are you aware of any conflicts of interest that would prevent you from serving on MAC if appointed? : no

Please outline your availability in terms of meeting times/dates and total time per month you can devote to MAC activities:: ive been a MAC member for about a year, been able to go to most of the meetings ok

What interests and experience do you have that would make you an effective MAC member? : wheelchair use to cabrillo stroke center have lots of older disabled people to get feedback

Contact Name : Jim Cruse

Street Address:: 422 trevethan ave

City:: santa cruz

Zip Code:: 95062

Do you ride Santa Cruz METRO fixed route or Paracruz Service ?: Both

Attachment A



How often do you use Santa Cruz METRO Fixed Route or METRO ParaCruz Service?:

Daily

What are your particular transit interests?:

paracruz and metro wheelchair, cabrillo

What do you think are the biggest challenges for Santa Cruz METRO?:

getting information to users

What do you believe that you can contribute to Santa Cruz METRO & MAC if appointed?:

yes

Additional Comments::

i am currently a MAC member and i believe i was an active participant

Attachment A



Ticket #394399

Volunteer To Serve on MAC

Status	Open	Name	Veronica Elsea
Priority	Normal	Email	veronica@laurelcreekmusic.com
Department	MAC	Phone	(831) 429-6148
Create Date	9/24/21 1:33 PM	Source	Web
Assigned To	MAC	Help Topic	Volunteer To Serve on MAC
SLA Plan	CS SLA	Last Response	
Due Date	10/7/21 12:33 PM	Last Message	

Volunteer To Serve on MAC

What is your occupation?: Musician, self-employed

Are you aware of any conflicts of interest that would prevent you from serving on MAC if appointed? : No, no conflicts of interest.

Please outline your availability in terms of meeting times/dates and total time per month you can devote to MAC activities:: Available to attend all quarterly meetings and perform any tasks I am assigned. Flexible schedule.

What interests and experience do you have that would make you an effective MAC member? : I have served on the MAC since 2013, serving as chair for several years. I am a frequent fixed route transit rider. I have regular contact with transit riders throughout the county. I also serve on the RTC's Elderly and Disabled Transportation Advisory committee and have been able to help guide discussions on issues which are addressed by both committees as well as bringing attention to one committee about something from another. As a blind resident of Santa Cruz, I can often bring ideas, concerns or solutions to the committee that others may not know or have experienced. I've been honored to participate with a committee of dedicated, informed and thoughtful members in order to help make our transit system the best it can be. I also participated with the Metro Board in revising the committee's bylaws. I believe that my skills in listening, studying and communicating serve me well in the advisory capacity of this committee. I would be honored to be able to continue the work.

Contact Name : Veronica Elsea

Attachment A



Street Address:: 1306 Laurel ST
City:: Santa Cruz
Zip Code:: 95060
Do you ride Santa Cruz METRO fixed route or Paracruz Service?: Santa Cruz METRO fixed route

How often do you use Santa Cruz METRO Fixed Route or METRO ParaCruz Service?: Weekly

What are your particular transit interests?: the transit experience for all, but especially the disabled; helping keep our system the friendliest in the state; helping to expand service to underserved points in the county; helping to contribute to clear communication between Metro and the public.

What do you think are the biggest challenges for Santa Cruz METRO?: Keeping to schedules in very heavy traffic, providing more service while facing funding challenges, functioning within Covid restrictions, balancing the needs of commuters, mid-day travelers and shoppers; serving casual riders who do not know the system, offering evening and night service which facilitate attendance at concerts and such and keeping older equipment functioning.

What do you believe that you can contribute to Santa Cruz METRO & MAC if appointed?: I can ask intelligent questions, make sure that the needs of riders who are blind and disabled are addressed, can collaborate with committee members and Metro staff to find the best solutions to problems discussed, can offer practical and reasonable suggestions which may help improve everything from performance to marketing at Metro. I can bring real rider experience to staff in a respectful, clear manner wherever it is appropriate.

Additional Comments:: I believe that my years of service have shown my willingness to do the work necessary, offer constructive ideas and any other assistance requested by the Metro Board. As a Metro rider since 1980, I care very much about not only how Metro is perceived, but about how it functions and serves the Santa Cruz County public. Thank you for the chance to continue my participation.

Attachment A



Ticket #369778

Volunteer To Serve on MAC

Status	Open	Name	James Von Hendy
Priority	Normal	Email	jamesvh@lifecoaches.com
Department	MAC	Phone	(831) 246-0280
Create Date	8/31/21 9:05 PM	Source	Web
Assigned To	MAC	Help Topic	Volunteer To Serve on MAC
SLA Plan	CS SLA	Last Response	
Due Date	9/14/21 4:00 PM	Last Message	

Volunteer To Serve on MAC

What is your occupation?:	Technical Writer
Are you aware of any conflicts of interest that would prevent you from serving on MAC if appointed? :	None
Please outline your availability in terms of meeting times/dates and total time per month you can devote to MAC activities::	I'm available to meet most week days and evenings throughout the year, able to attend the 4-times a year regular MAC meetings and attend Metro board meetings as needed/required as a member of the MAC. I have a flexible work schedule and can easily accommodate scheduling changes.
What interests and experience do you have that would make you an effective MAC member? :	I'm the current chair of the MAC this year. I've been a long time Highway 17 rider and an advocate for public transportation,. Locally I'm a strong advocate for public transportation in the SLV area, but also throughout Santa Cruz county.
Contact Name :	James Von Hendy
Street Address::	7505 Hihn Rd
City::	Ben Lomond
Zip Code::	95005-9654
Do you ride Santa Cruz METRO fixed route or Paracruz Service ?:	Santa Cruz METRO fixed route

Attachment A



How often do you use Santa Cruz METRO Fixed Route or METRO ParaCruz Service?:

Monthly

What are your particular transit interests?:

I see public transit as a vital service to the community and part of the answer to combatting climate change. I'm interested in ways to encourage and grow public transit use

What do you think are the biggest challenges for Santa Cruz METRO?:

Public transit is underfunded, making it harder to provide a level of reliable service that can contribute to increased ridership. How do we maximize the beneficial services METRO provides for our community of riders (and potential riders) while getting the most bang for our bucks, especially in these trying Covid times?

What do you believe that you can contribute to Santa Cruz METRO & MAC if appointed?:

I can continue to advocate for and participate in the discussions to sustain and grow Santa Cruz METRO, and to continue its successes in serving the county.

Additional Comments::

I've enjoyed serving on the MAC these past 2+ years, and I'm proud to serve with the diverse and dedicated members of MAC who bring their passions, concerns, and advocacy to serve Santa Cruz METRO, the board, and the community. Serving on the committee has also allowed me to observe first-hand the dedication of the Santa Cruz METRO board, but also, and especially, the bus operators who continue to carry out the hard work of daily service.



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, as 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.

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§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

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DATE: October 22, 2021

TO: Board of Directors

FROM: Alex Clifford, CEO/General Manager

SUBJECT: CONSIDERATION OF A RESOLUTION TO ESTABLISH THE BOARD OF DIRECTORS MEETING SCHEDULE & LOCATIONS FOR THE 2022 CALENDAR YEAR

I. RECOMMENDED ACTION

That the Board of Directors approve a resolution to establish the 2022 calendar year Board Meeting Schedule and Locations as represented in Exhibit A

II. SUMMARY

- Staff recommends that the Board Members approve a resolution (Attachment A) to establish the 2022 calendar year Board Meeting Schedule and locations.
- Exhibit A offers a continuation of a Friday Board meeting.
- As a result of the COVID-19 pandemic and evolving safety concerns, the Santa Cruz Metropolitan Transit District (METRO) may meet in virtual or physical meetings throughout 2022, indefinitely using the METRO Administrative offices located at 110 Vernon Street, Santa Cruz, CA offices as a physical location when needed.
- Public access to the Vernon Street facility from Pacific Station/downtown is available Monday through Friday via Route 4 on an hourly basis from approximately 7:00AM through 5:00PM. Currently, two morning buses arrive at METRO's Admin Offices prior to the start of the 9:00AM Board meeting.

III. DISCUSSION/BACKGROUND

Annually, the Board of Directors approves a schedule of meeting dates, times and locations for the following calendar year. The Board of Directors meeting schedule typically calls for regular meetings on the fourth Friday of each month, except for the month of July, which is dark. Some dates are modified depending on holidays and the annual budget public hearing posting requirements; such as the May meeting, which is scheduled on the third Friday of the month to meet the 30-day posting requirement applicable to METRO's budget and public hearing, which is scheduled annually in June.

Effective 2019, METRO staff requested and received authority to permit revisions to meeting locations as necessitated throughout the year, without requesting Board approval in advance.

The CEO proposes that the once-a-month Board meetings have been effective and appear to be well received by both the Board members and the public.

Staff is proposing the meeting dates/locations in Exhibit A.

Should Exhibit A be approved, the CEO recommends that the Board Members continue to protect the second Friday of each month on their respective calendars from 8:00AM – noon for potential METRO Special Board meetings, Ad Hoc Committee meetings and/or Board Committee meetings.

As a result of the COVID-19 pandemic, the Santa Cruz Metropolitan Transit District (METRO) may meet in a combination of virtual and/or physical meetings, using the METRO Administrative offices located at 110 Vernon Street, Santa Cruz, CA offices as a physical location indefinitely.

Public access to the Vernon Street facility from Pacific Station/downtown is available Monday through Friday via Route 4 on an hourly basis from approximately 7:00AM through 5:00PM. Currently, two morning buses arrive at METRO's Admin Offices prior to the start of the 9:00AM Board meeting.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This report pertains to METRO's Financial Stability, Stewardship and Accountability strategic plan priority.

V. FINANCIAL CONSIDERATIONS/IMPACT

There is no financial impact to adoption of this schedule.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

The Board could suggest alternate locations to hold its meetings. This is not recommended.

VIII. ATTACHMENTS

Attachment A: Authorizing Resolution with Exhibit A

Prepared by: Gina Pye, Executive Assistant

IX. APPROVALS

Alex Clifford, CEO/General Manager

A handwritten signature in blue ink is written over a solid black horizontal line. The signature is stylized and appears to read 'Alex Clifford'.

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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 OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT BOARD OF
DIRECTORS ESTABLISHING THE DATE, TIME & LOCATION OF BOARD MEETINGS FOR 2022**

WHEREAS, the Board of Directors shall establish a meeting schedule for all regular meetings;
and,

WHEREAS, this schedule shall include the date, location and commencement time for each
regular meeting of the Board of Directors and shall be posted on METRO’s website and official bulletin
board throughout the year; and,

WHEREAS, the Board of Directors may establish the time for commencement and duration of
its meetings as necessary through resolution;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Santa Cruz
Metropolitan Transit District that the schedule for its 2022 meetings shall be as stated in Exhibit A:

PASSED AND ADOPTED this 22nd day of October 2021 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

Approved:

Donna Lind, Chair

Attest:

Alex Clifford, CEO/General Manager

Approved as to form:

Julie Sherman, General Counsel



Exhibit A

BOARD OF DIRECTORS MEETING SCHEDULE

2022

Meetings are scheduled for the 4th Friday of the month unless otherwise indicated.

	January 28, 2022	9:00am	METRO Admin Offices, 110 Vernon Street, Santa Cruz
	February 25, 2022	9:00am	METRO Admin Offices, 110 Vernon Street, Santa Cruz
	March 25, 2022	9:00am	METRO Admin Offices, 110 Vernon Street, Santa Cruz
	April 22, 2022	9:00am	METRO Admin Offices, 110 Vernon Street, Santa Cruz
	May 20, 2022	9:00am	METRO Admin Offices, 110 Vernon Street, Santa Cruz
	June 24, 2022	9:00am	METRO Admin Offices, 110 Vernon Street, Santa Cruz

THERE IS NO MEETING IN JULY

	August 26, 2022	9:00am	METRO Admin Offices, 110 Vernon Street, Santa Cruz
	September 23, 2022	9:00am	METRO Admin Offices, 110 Vernon Street, Santa Cruz
	October 28, 2022	9:00am	METRO Admin Offices, 110 Vernon Street, Santa Cruz
	November 18, 2022	9:00am	METRO Admin Offices, 110 Vernon Street, Santa Cruz
	December 16, 2022	9:00am	METRO Admin Offices, 110 Vernon Street, Santa Cruz

Note: The Board Chair may consider cancelling the December board meeting if there are no time sensitive actions required.

Approved at the October 22, 2021 METRO Board Meeting Resolution # 21-10-_____

Due to ongoing COVID-19 concerns, any or all meetings may be teleconference meetings.



DATE: October 22, 2021
TO: Board of Directors
FROM: Dawn Crummié, HR Director
SUBJECT: CONSIDERATION OF APPROVAL OF CALPERS RESOLUTION TO UPDATE MEDICAL PREMIUM CONTRIBUTION RATES FOR MANAGEMENT

I. RECOMMENDED ACTION

That the Board of Directors approve the attached resolution to update the medical contribution rates for employees and retirees under the Management Policy.

II. SUMMARY

- Santa Cruz Metropolitan Transit District (METRO) contracts with CalPERS to provide employee/retiree medical insurance coverage.
- As a result of the new Management Compensation Policy adopted by the Board of Directors on August 27, 2021, a resolution in the form provided by CalPERS must be adopted setting premium contributions rates for this group.

III. DISCUSSION/BACKGROUND

The California Public Employees' Medical and Hospital Care Act (PEMHCA) requires local public agencies contracting with CalPERS for employee medical insurance to fix the amount of the employer's contribution(s) towards the cost of such coverage. In order to revise the maximum monthly contribution rates as agreed to by METRO in the current Management Compensation Policy, the attached resolution, which is in the form provided by CalPERS and which reflects the CalPERS contracting rules, must be approved by the Board of Directors (Board) and submitted to CalPERS.

Once approved by the Board, METRO must file the new resolution to change the monthly employer health contribution rates, as established in the newly-adopted Management Compensation Policy ("MCP") adopted by the Board of Directors on August 27, 2021.

Below is the updated medical contribution rate set forth in the new MCP:

METRO shall provide medical insurance coverage for an employee, retiree and eligible dependents under the provisions of CalPERS. Effective January 1, 2022, METRO shall pay 95% of the monthly premium for the Public Employees'

Medical & Hospital Care Act (PEMHCA) Medical Insurance Program Plan selected by the employee/retiree and their eligible dependents.

Staff is recommending approval of the attached resolution.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This item aligns to the following Strategic Plan Priorities:

- Financial Stability, Stewardship & Accountability
- Employee Engagement: Attract, Retain and Develop
- State of Good Repair

V. FINANCIAL CONSIDERATIONS/IMPACT

The financial cost has been addressed in the current budget.

VI. ALTERNATIVES CONSIDERED

Doing nothing is not an option because METRO agreed to the new employer contribution rate through adoption of the new Management Compensation Policy, and CalPERS requires that the attached resolution be approved by the Board and submitted to CalPERS in order to implement the new employer contribution rates.

VII. ATTACHMENTS

Attachment A: Resolution updating the employer contribution under the Public Employee's Medical and Hospital Care Act for Management.

Prepared by: Dawn Crummié, Human Resources Director

VIII. APPROVALS

Dawn Crummié, HR Director



Approved as to fiscal impact:
Chuck Farmer, CFO



Alex Clifford, CEO/General Manager



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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:

FIXING THE EMPLOYER CONTRIBUTION UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION 002 UNREPRESENTED/MANAGEMENT

- WHEREAS, (1) **Santa Cruz Metropolitan Transit District** is a contracting agency under Government Code Section 22920 and subject to the Public Employees' Medical and Hospital Care Act (the "Act") for participation by members of **Unrepresented/Management**; and
- WHEREAS, (2) Government Code Section 22892(a) provides that a contracting agency subject to Act shall fix the amount of the employer contribution by resolution; and
- WHEREAS, (3) Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by Section 22892(b) of the Act; now, therefore be it
- RESOLVED, (a) That the employer contribution for each employee or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of **95% of the total premium** per month, plus administrative fees and Contingency Reserve Fund assessments; and be it further
- RESOLVED, (b) **Santa Cruz Metropolitan Transit District** has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further
- RESOLVED, (c) That the participation of the employees and annuitants of **Santa Cruz Metropolitan Transit District** shall be subject to determination of its status as an "agency or instrumentality of the state or political subdivision of a State" that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that **Santa Cruz Metropolitan Transit District** would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer; and be it further

Attachment A

RESOLVED, (d) That the executive body appoint and direct, and it does hereby appoint and direct, Position Title or Name of Person to file with the Board a verified copy of this resolution, and to perform on behalf of **Santa Cruz Metropolitan Transit District** all functions required of it under the Act; and be it further

RESOLVED, (e) That coverage under the Act be effective on **January 1, 2022**.

Adopted at a public meeting of the Santa Cruz Metropolitan Transit District Board of Directors in Santa Cruz, this 24th day of October 2021.

Signed: _____
Donna Lind, Chair

Attest: _____
Alex Clifford, CEO/General Manager

Approved as to form: _____
Julie Sherman, General Counsel



THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

CERTIFICATE OF APPRECIATION

TO

EFRAIN HERNAANDEZ VEHICLE SERVICE WORKER II

FOR THE COMPLETION OF 20 YEARS OF SERVICE
BETWEEN 2001 AND 2021

GIVEN THIS 22ND DAY OF OCTOBER 2021



CHAIR, BOARD OF DIRECTORS



CEO/GENERAL MANAGER



THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

CERTIFICATE OF APPRECIATION

TO

MARIA P. HERNANDEZ
CUSTOMER SERVICE REPRESENTATIVE

FOR THE COMPLETION OF 25 YEARS OF SERVICE
BETWEEN 1996 AND 2021

GIVEN THIS 22ND DAY OF OCTOBER 2021


CHAIR, BOARD OF DIRECTORS


CEO / GENERAL-MANAGER



State Legislative Update

Santa Cruz Metropolitan Transit District

Joshua W. Shaw and Michael Pimentel

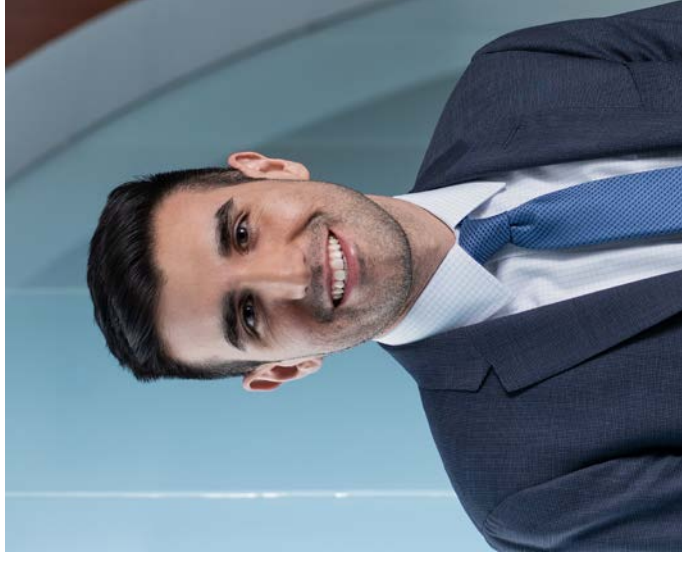
October 22, 2021

11.1

SYASL Advocacy Team



Joshua W. Shaw
Partner



Michael Pimentel
Legislative Advocate

01

Legislation

2021-2022 Regular Session

11.3

2021-22 Legislative Session

- Legislature adjourned first year of 2021-22 Regular Session:
September 10
- Deadline for Governor Newsom to act on legislation: **October 10**
 - 769 bills signed
 - 66 bills vetoed

11.4

AB 361 (Rivas) Opening Meetings: State and Local Agencies: Teleconferences.

- Authorizes local agencies to use teleconferencing in state-declared emergencies without complying with certain Brown Act provisions.
- **Position: Support**
- **Status: Signed by Governor Newsom**

11.5

AB 418 (Valladares) Emergency Services: Grant Program.

- Would have established the Community Power Resiliency Program to support local governments' efforts to improve resiliency in response to power outage events.

- **Position: Support**

- **Status: Vetoed by Governor Newsom**

11.6

SB 674 (Durazo) Public Contracts: Workforce Development: Covered Public Contracts.

- Aims to support the creation and retention of quality, non-temporary and full-time jobs through transportation-related public contracts.
- **Status: Two-Year Bill**

11.7

02

Funding

2021-22 Budget Year

11.8

Funding

Estimated Transit Funding (May 2021)			
Source	2021-22 (2021 GB)	2021-22 (2021 MR)	Forecast Change (2021 GB to 2021 MR)
STA			
Base (2.375%)	\$179,263	\$215,876	\$36,614
Gas Tax Swap (1.75%)	\$123,356	\$151,099	\$27,743
SB 1 (3.5%)	\$246,712	\$302,197	\$55,485
STA SOGR (TIF)	\$117,489	\$117,489	\$0
Total	\$666,820	\$786,661	\$119,841
INTERCITY & COMMUTER RAIL			
Base (2.375%)*	\$179,263	\$215,876	\$36,614
SB 1 (0.5%)	\$35,245	\$43,171	\$7,926
Total	\$214,507	\$259,047	\$44,540
LCTOP			
Cap & Trade (5.0%)**	\$106,000	\$106,000	\$0
Total	\$106,000	\$106,000	\$0
TIRCP			
Cap & Trade (10.0%)**	\$213,000	\$213,000	\$0
SB 1 (TIF)	\$274,140	\$274,140	\$0
Total	\$487,140	\$487,140	\$0
LTF			
Sales and Use Tax (.25%)	\$1,807,441	\$2,010,268	\$202,827
Total	\$1,807,441	\$2,010,268	\$202,827

* Funds also used for other Caltrans purposes

**Amount reflects auction revenues for the Fiscal Year

Zero-Emission Vehicles and Infrastructure

- **\$2.7 billion** for a Zero-Emission Vehicles and Infrastructure
 - **\$499.5 million** for Clean Trucks, Buses & Off-Road Freight
 - **\$70 million** for zero-emission transit buses (**Set-Aside**)
 - **\$494.2 million** for the Clean Transportation Program
 - **\$29.7 million** is for charging and refueling infrastructure for the deployment of zero-emission transit buses (**Set-Aside**)
 - **\$407 million** is for zero-emission rail and transit

11.10

Other Transportation Investments

- \$1.1 billion for the Clean California Program
- \$600 million for Planning and Implementation Grants for Infill/ Strategies to Reduce VMT

11.11

Transportation Investments Returned to General Fund

- \$2.5 billion for the Transit and Intercity Rail Capital Program
- \$500 million for the Active Transportation Program
- \$400 million for Climate Adaptation on Transportation Infrastructure

11.12

Statutory Relief



Questions?

11.14



Contact Information

Joshua W. Shaw

josh@SYASLpartners.com



Michael Pimentel

michael@SYASLpartners.com

11.15





State Legislative Update

Santa Cruz Metropolitan Transit District

Joshua W. Shaw and Michael Pimentel

October 22, 2021

11.16

FEDERAL UPDATE



OCTOBER 2021



TOPICS OF DISCUSSION



Infrastructure Package #1
Infrastructure Package #2
FY 2022 Budget
Debt Limit



Infrastructure #1



- **“Bipartisan Infrastructure Framework”**
 - Passed by Senate on August 10 w/support of 19 Republicans
 - Transportation, water, broadband, cybersecurity, electricity grid
 - House Vote Pending Agreement on second infrastructure plan
- **Totals \$1.2 trillion**
 - \$550 billion is “new” money, about half to DOT
 - \$21 billion to FTA
 - \$5 billion for Low and No Emissions Grant Program
 - Some anti-transit bias in Senate?
- **Also includes 5-year reauthorization of transit programs**
 - 36% increase in existing formula and grant programs
 - 50% increase in STIC program
 - Not as bold as the reauth. approved by House this summer

Infrastructure Package #2



- **“Human” infrastructure plan/Build Back Better**
 - Childcare, Universal Pre-K, free community college, affordable housing construction, green energy incentives, home health assistance
 - \$3.5 trillion as constructed by House committees
 - Offset completely by tax increases on wealthy individuals and corporations
 - \$10 billion for HUD/FTA Affordable Housing and Transit Grant Program
- **Considered under budget “reconciliation” procedures**
 - Prohibits Senate filibuster; can pass without GOP votes
 - Not all Senate Democrats support House bill
 - Likely scaled back to \$1.5-\$2 trillion
- **Congressional Democrats Negotiating:**
 - Contents of Build Back Better plan
 - Timing of House votes on both infrastructure plans
 - Including debt limit increase in reconciliation

October 31 deadline for transportation reauthorization

Budget/Debt Limit



- December 3 deadline to address each
 - Congress approved short-term CR to avoid shutdown
 - Congress approved small increase in debt limit to avoid financial collapse
- DOT Budget depends on infrastructure bill passage
 - Starts with FY 2022
 - Long-term CR would use lower FY 2021 levels
- Debt limit solutions vary
 - Republicans maintain they will not “help” Democrats avoid default unless deficit reduction part of the talks

Federal Update



Questions?



VERBAL PRESENTATION

ORAL PARACRUZ UPDATE

Daniel Zaragoza, Operations Manager, Paratransit
Division, with Ken Hart, Swift Consulting

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DATE: October 22, 2021
TO: Board of Directors
FROM: John Urgo, Planning and Development Director
SUBJECT: CRUZ ON-DEMAND MICROTRANSIT SERVICE SIX MONTH UPDATE

I. RECOMMENDED ACTION

That the Board of Directors receive a six-month update on METRO's Cruz On-Demand pilot

II. SUMMARY

- In April 2021, the Santa Cruz Metropolitan Transportation District (METRO) launched a new service called Cruz On-Demand that allows customers to book trips on-demand up to a distance of three miles.
- This report provides the Board of Directors (Board) with a six-month update on the pilot performance to date.

III. DISCUSSION/BACKGROUND

In April 2021, t (METRO) launched a new service called Cruz On-Demand that allows customers to book trips on-demand up to a distance of three miles. Pick-up and drop-off locations can be any address within three-quarters of a mile of a fixed-route bus line and the service is available during the same hours and days of the week as the fixed-route service operating nearby. The fare is \$4.00 for trips up to two miles and \$6.00 for trips up to three miles. Customers can make bookings using a smartphone app or through METRO's customer service call center

The intent of the one-year pilot is to test whether on-demand service can increase ridership in otherwise hard to serve areas of the district and reveal trip patterns and markets that could potentially benefit from service changes should operating funds become available. In recent years, a number of transit agencies around the country have initiated similar "microtransit" programs, with mixed results. These programs have grown out of a desire to respond to changes in customer expectations regarding on-demand transportation in light of declining transit ridership and the growth of private ride-hail operators like Uber and Lyft.

The pilot takes advantage of two factors unique to METRO: 1) an existing on-demand service, i.e. ParaCruz, METRO's ADA Complementary Paratransit service; and, 2) the potential to extend that service to the general public through the existing ride-matching and scheduling software, Ecolane. The pilot also

seeks to take advantage of available passenger capacity within ParaCruz. ParaCruz ridership decreased up to 70% during the COVID-19 pandemic, meaning there was available capacity to serve on-demand trips open to the general public. Even the pre-COVID average of 1.9 passengers per revenue hour suggests some room for passenger growth. However, to ensure capacity to serve paratransit trips is preserved, customers may only book Cruz On-Demand trips *after* the ParaCruz window has closed; i.e., up to 24 hours before their desired pick-up time. In addition, Cruz On-Demand trips are limited to three miles to reserve longer trips for ParaCruz customers.

Whereas other agencies typically have to contract out operation and/or procure vehicles and technology to initiate microtransit pilots, METRO has all the components in-house. Initiating service required developing customer information and marketing material, configuring service parameters to allow for general public trips, and negotiating with SMART Local 0023, METRO's operator union, which refused to serve general public trips without first bargaining over the impacts of such a service. By making use of existing resources, METRO was able to launch a microtransit pilot at no or low cost using METRO's trained operators and fully wheelchair accessible fleet.

This report provides the Board with a six-month status update, including overall ridership, customer characteristics and geographic distribution.

Ridership and Productivity

Through the first five full months of the pilot (May through September 2021), customers took 843 Cruz On-Demand trips, for an average of 178 trips per month. Trips peaked in June at 222, before declining to 78 in September (Figure 1, Attachment A). The decline in trips between July and August coincided with a 16% increase in ParaCruz trips. Because the two services share the same vehicle capacity, and ParaCruz trips are given first priority, it is likely there was less capacity available to serve Cruz On-Demand trips during this time. This trend will continue as ParaCruz demand returns to pre-COVID levels. However, this would not explain the 40% drop in trips between August and September, when ParaCruz demand remained flat. This drop in demand was likely caused by the expiration of the temporary free and reduced fare period in September. An increase in fixed-route service, also beginning in September, particularly on UCSC routes and in Watsonville, may have also reduced demand.

Like METRO's ParaCruz service, the productivity of Cruz On-Demand in terms of passengers per revenue hour is very low. While it is not possible to separate out the productivity of one service from the other due to the comingling of trips, the addition of general public trips to ParaCruz did not measurably improve the productivity of on-demand service overall. Total Cruz On-Demand trips peaked at eight per day in June before declining to four in September (Figure 2, Attachment A). Cancellations and no-shows rose in August, contributing to that month's decline in total trips. It is likely that some Cruz On-Demand customers were not able to book trips at their desired times, leading to a rise in cancellations, although it is not possible to discern this from the data.

Customer Profile

Of the 125 unique customers who have taken a Cruz On-Demand trip, 75% are return customers, having taken at least one additional trip. However, only a small fraction use the service regularly: 5% have taken a trip at least once per week, while 19% have completed a trip at least once per month. Most notably, 66% of Cruz On-Demand customers are existing ParaCruz customers. This suggests the program has functioned largely as a way for ParaCruz customers to book same-day trips. It is also likely that the most effective marketing has been word of mouth between ParaCruz customers and operators. However, absolute customer numbers are small: only 10% of the 892 ParaCruz customers who took trips in this period also took a Cruz On-Demand trip.

Geographic Distribution

At a high level, trip origins by city reveal that demand corresponds with expected activity centers and markets in Santa Cruz County. The greatest number of trips originated in the cities of Santa Cruz (42%) and Watsonville (30%), followed by Capitola (13%) and Freedom (6%), with Aptos, Live Oak, Soquel, and all other locations combined comprising 2% each (Figure 3, Attachment A). While the cap on trip distances limits longer distance travel markets, some do emerge: 32% of trips were within the City of Santa Cruz; 26% were within Watsonville; 15% were between Santa Cruz and Capitola; 10% were between Watsonville and Freedom; and Live Oak and Soquel had small but equal shares of trips going to or from Capitola and Santa Cruz.

Comparing the location of trip demand to fixed-route ridership can shed light on areas of potential unmet demand. While METRO's fixed-route service does not capture ridership data at the stop level, useful comparisons can still be made as much of the fixed-route service operates in self-contained service areas (e.g. Watsonville-only local routes, the San Lorenzo Valley, Live Oak and UCSC/Westside). Notably absent from the Cruz On-Demand data, for example, is any measurable ridership in the San Lorenzo Valley, which comprised 13% of METRO's fixed-route ridership during the same period (see Figure 4, Attachment A). This may signal that Route 35 is meeting the needs of San Lorenzo Valley residents, or a lack of demand for additional coverage. It may just also stem from a lack of awareness in the area of the program.

Cruz On-Demand trips in Watsonville, by contrast, comprised a much greater share of trip origins and destinations than the share of fixed-route ridership on local Watsonville routes. Over 36% of Cruz On-Demand trips originated within Watsonville or Freedom, while just 6% of total fixed-route ridership does. This may suggest unmet demand in Watsonville, or that current fixed-route service is misaligned to where demand is. There may also simply have been greater awareness of the program in this area.

An important caveat to the discussion above is that total sample size is small. Two individuals, for example, accounted for 10% of all trips. Five customers

accounted for half of all trips taken in Watsonville. With such a small sample size, the results presented above may be measuring the desires of a few rather than being truly representative of transit demand.

Future analysis will include an examination of trip characteristics, including late pick-ups (e.g. requested versus actual pick-up time), average travel time and trip distances, and speed, with an eye towards making recommendations for future service enhancements.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This item aligns with METRO's Service Quality and Delivery strategic priorities.

V. FINANCIAL CONSIDERATIONS/IMPACT

There is no cost to this proposal as it takes advantage of existing resources within METRO's ParaCruz operation.

VI. CHANGES FROM COMMITTEE

N/A.

VII. ALTERNATIVES CONSIDERED

This is an informational item only. No action is required by the Board. However, the Board could choose to give staff direction to make changes to the operation of the pilot:

- The Board could give staff direction to investigate contracting out on-demand service to a private operator. Most agencies contract out operation, either by providing a subsidy to customers who use ride-hail services like Uber or Lyft or by contracting operation to independent contractors. This can lower operating cost, which in turn can increase trip availability and improve customer experience by reducing wait times.

However, recent guidance by the Federal Transit Administration (FTA) cautions against using non-wheelchair accessible vehicles for on-demand service. The Americans with Disabilities Act (ADA) requires that service to passengers with disabilities be "equivalent" to that provided to passengers without disabilities. Companies like Uber and Lyft have limited access to wheelchair accessible vehicles making equivalent service hard to establish. These companies also restrict access to ridership data they consider proprietary, limiting its use for planning purposes. In addition, many agencies have faced opposition from labor unions for contracting out service to lower-wage independent contractors. There is also no surety that a contracted model will improve results: no microtransit pilot to date has performed better than three to four passengers per revenue hour, with most well below that

level. For these reasons, and because removing the service from in-house operation would incur costs, staff does not recommend this option.

- The Board could also direct staff to expand service. This would require hiring and training additional ParaCruz operators. Staff does not believe this option is feasible given the current difficulties in hiring bus operators.
- The Board could direct staff to attempt to increase ridership in other ways. More resources could be spent on marketing and customer outreach. The Board could also consider giving staff direction to reduce fares during the pilot. Given that ridership decreased by 40% at the end of the temporary free and reduced fare period, maintaining lower fares may return demand to previous levels. Staff recommends setting fares at \$4.00 for all trips, equivalent to the ParaCruz base fare. For customers using the service to transfer to another METRO service, this would be equivalent to the \$6.00 ParaCruz add-on fare. One notable caveat is that attempts to generate too much demand may lead to customer frustration due to limited capacity and the need to prioritize ParaCruz trips. However, staff believes there is available capacity to serve additional passenger demand.
- Finally, the Board could direct staff to end the program. Some aspects, such as allowing same-day ParaCruz bookings, could be maintained even as general public bookings are eliminated. Staff does not recommend terminating the pilot before the end of the pilot period. Even though ridership is low, the trips served are “opportunity” trips in that they do not require METRO to expend additional resources. In addition, the trips served provide a rich dataset of origin-destination pairs not available through other METRO data sources, providing a more complete picture of travel demand to aid in service planning.


VIII. ATTACHMENTS

Attachment A: Cruz On-Demand Ridership by Month and Location

Prepared by: John Urgo, Planning and Development Director

IX. APPROVALS

Approved as to fiscal impact:
Chuck Farmer, CFO



Alex Clifford, CEO/General Manager



Attachment A

Figure 1: Cruz On-Demand vs. ParaCruz Trips (2021)

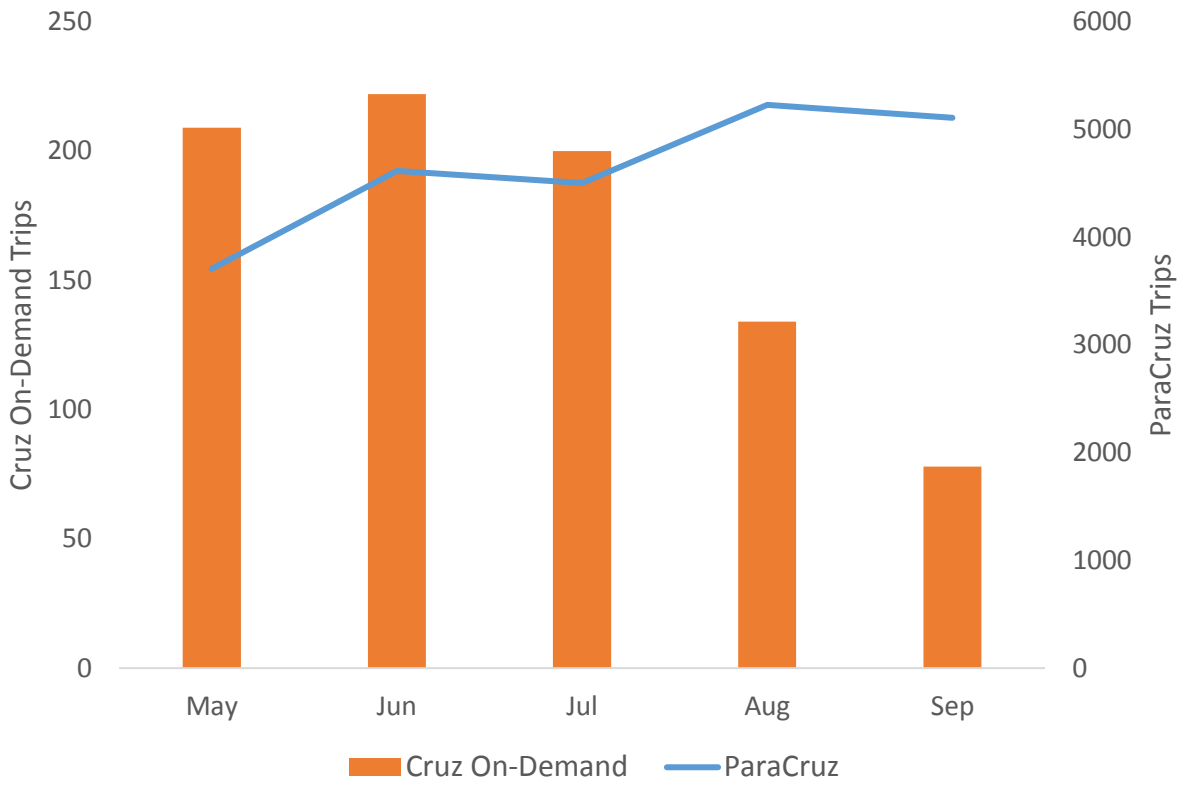
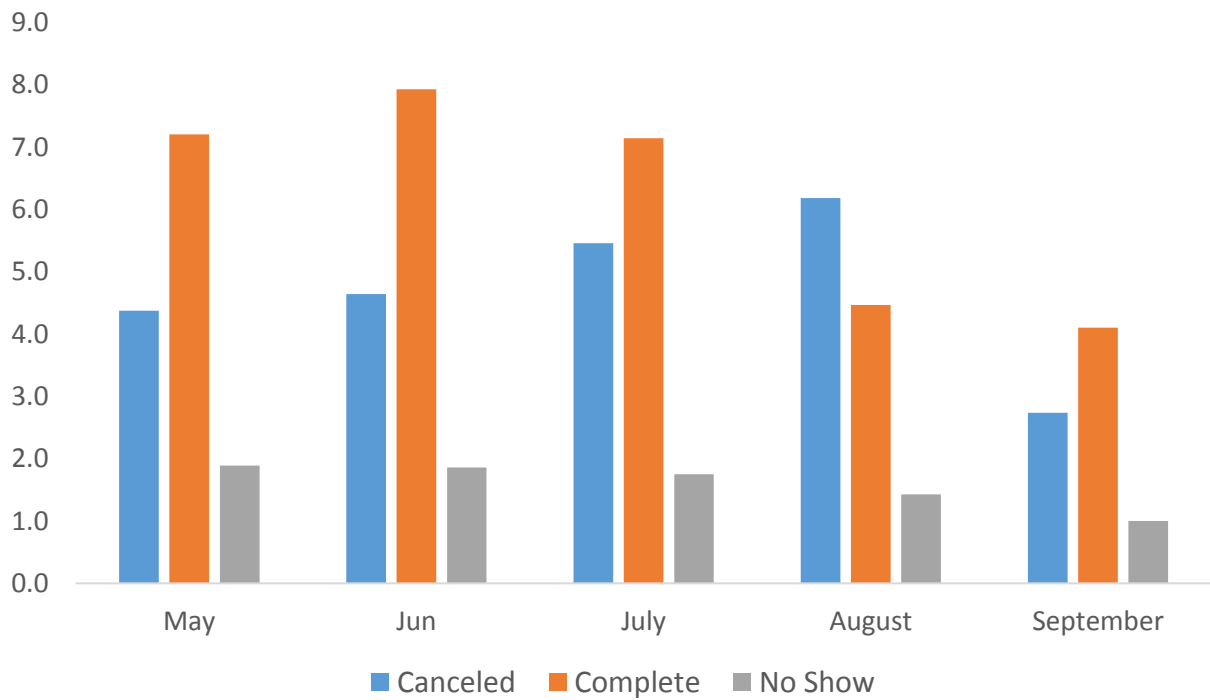


Figure 2: Average Daily Cruz On-Demand Trips (2021)



Attachment A

Figure 3: Cruz On-Demand Pick Up Locations by City

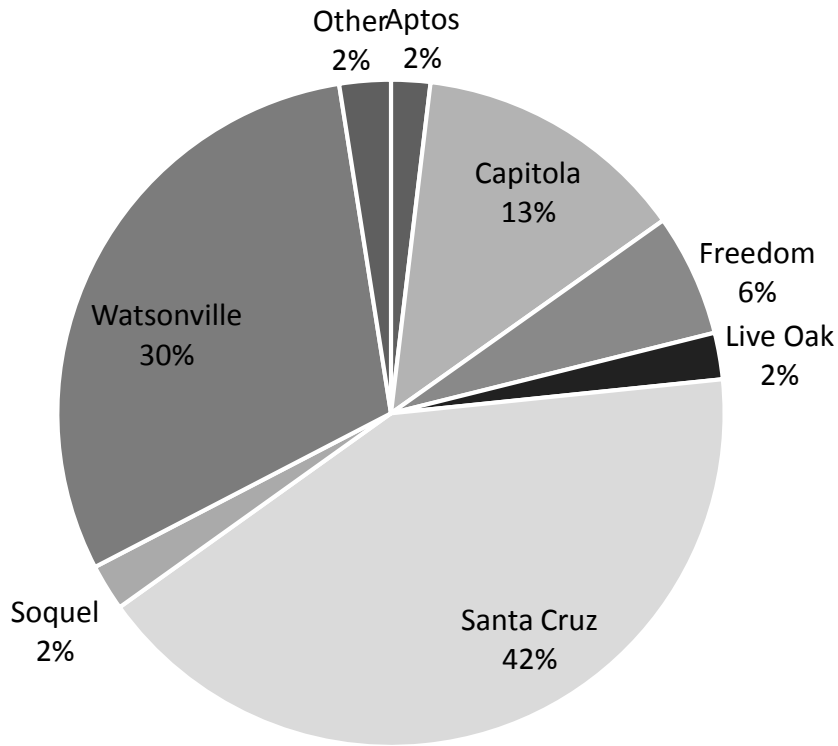
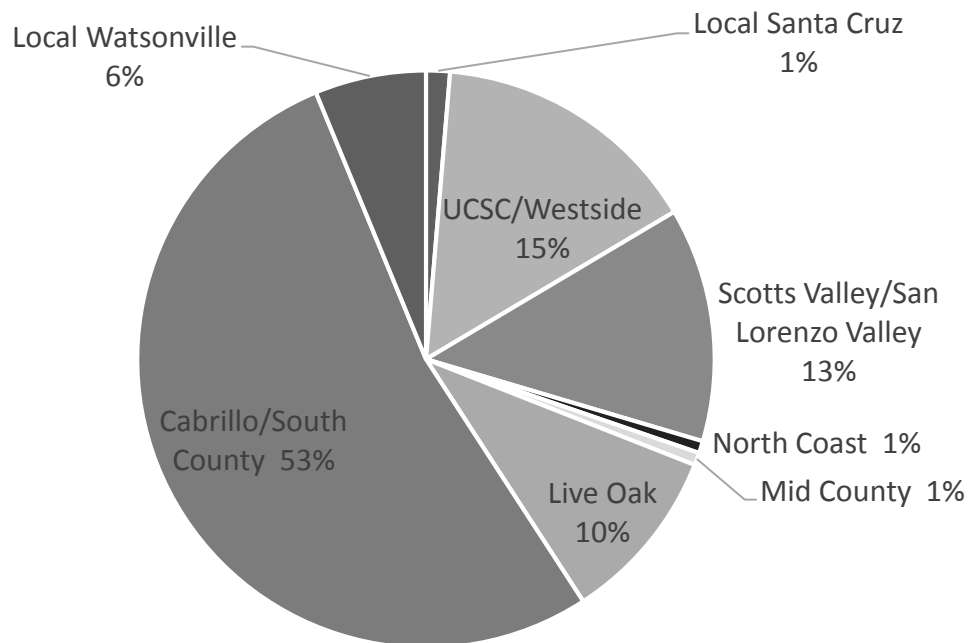


Figure 4: Ridership by Fixed-Route Service Area (FY21)





DATE: October 22, 2021
TO: Board of Directors
FROM: Donna Lind, Chair
SUBJECT: BOARD COMMITTEE ASSIGNMENTS

I. RECOMMENDED ACTION

1) That the Board of Directors Elect Directors to the following positions to fill the vacancy created with the resignation of Director Aurelio Gonzalez:

A. One Director Position on the Santa Cruz Civic Improvement Corporation (SCCIC) Board; and,

B. One Representative for the Santa Cruz County Regional Transportation Commission (SCRTC)

II. SUMMARY

- Nominations for the Board Chair, Vice Chair and Committee positions referenced in this staff report were opened at the January 22, 2021 Santa Cruz Metropolitan Transit District (METRO) Board of Directors (Board) meeting. In accordance with the METRO bylaws, nominations remain open until the positions are filled through election. At the February 26, 2021 Board meeting, elections were held to appoint individuals to those positions.
- Article III, Section 3.03 of the Santa Cruz Civic Improvement Corporation (SCCIC) Bylaws provides that the Board shall appoint METRO Directors to the SCCIC Board.
- In order to maintain representation on the Santa Cruz County Regional Transportation Commission (SCRTC), it is necessary that the Board elect individuals to the three positions and three alternate positions that are designated for METRO Board Members.
- As a result of Director Aurelio Gonzalez' resignation as a METRO Board Member in September 2021, it is necessary to fill the open seats on the SCCIC and SCRTC.

III. DISCUSSION/BACKGROUND

The METRO Bylaws provide that the Board of Directors shall appoint members to the positions herein referenced

As a result of Director Aurelio Gonzalez' resignation as a METRO Board Member in September 2021, it is necessary to fill the open seats on the SCCIC and SCCRTC.

SCCIC is a non-profit public benefit corporation organized under the non-profit benefit corporation law in the State of California to provide financial assistance to METRO by acquiring, constructing and financing various public facilities, land and equipment and the leasing of facilities, land and equipment for use, benefit and enjoyment of the public served by METRO.

Staff recommends that the Board appoint one METRO Director to serve on the SCCIC Board as Vice President and one METRO Director to serve as Representative on the SCCRTC until December 31, 2021.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

The actions taken in this report tie to METRO's Stewardship and Accountability responsibility.

V. FINANCIAL CONSIDERATIONS/IMPACT

Funding support for the positions identified in this Staff Report is contained under Admin in the FY22 and FY23 Final Budget adopted June 25, 2021.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

None.

VIII. ATTACHMENTS

- Attachment A:** Current METRO Board Officers and Appointees
- Attachment B:** Current SCCIC Board Roster
- Attachment C:** Board Nominated Slate(s) Worksheet

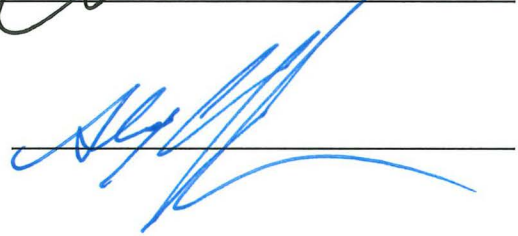
Prepared by: Gina Pye, Executive Assistant

IX. APPROVALS

Approved as to fiscal impact:
Chuck Farmer, CFO



Alex Clifford, CEO/General Manager



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Attachment A
**BOARD CHAIR & VICE CHAIR,
STANDING AND AD HOC
COMMITTEE APPOINTMENTS**



2021 Chair, Vice Chair and Standing Committees

Chair
DONNA LIND

Vice Chair
BRUCE McPHERSON

Capital Projects Standing Committee
Committee Established 8/26/16
DONNA MEYERS
BRUCE McPHERSON
LARRY PAGELER

Finance, Budget and Audit Standing Committee
(4-5 Board Members, as a ground rule)
Committee Established 8/26/16
SHEBREH KALANTARI-JOHNSON
MANU KOENIG**
DONNA LIND
MIKE ROTKIN

Personnel/Human Resources Standing Committee
Committee Established 8/26/16
DONNA LIND, Current Chair
BRUCE McPHERSON, Current Vice Chair
MIKE ROTKIN, Immediate Past Chair
JIMMY DUTRA**
KRISTEN PETERSEN

Attachment A



2021 Other Committees

SCCIC Representatives

MANU KOENIG
AURELIO GONZALEZ
BRUCE McPHERSON
DONNA MEYERS
LARRY PAGELER

SCCRTC Representatives

AURELIO GONZALEZ
KRISTEN PETERSEN
MIKE ROTKIN

SCCRTC Alternates (in order)

SHEBREH KALANTARI-JOHNSON
LARRY PAGELER
DONNA LIND

2020 Ad Hoc Committees (NO 2021 appointments made)

CEO Goals and Objectives Ad Hoc Committee

Committee Established 5/19/17

~~ED BOTTORFF
BRUCE McPHERSON
MIKE ROTKIN~~

Legislative Ad Hoc Committee

Committee Established 2/23/18

~~ED BOTTORFF
JOHN LEOPOLD
CYNTHIA MATHEWS
BRUCE McPHERSON
MIKE ROTKIN~~

MAC Ad Hoc Committee

Committee Established 3/24/17

~~ED BOTTORFF
TRINA COFFMAN-GOMEZ
DONNA MEYERS
LARRY PAGELER~~

Attachment B



SANTA CRUZ CIVIC IMPROVEMENT CORPORATION (SCCIC)

BOARD OF DIRECTORS 2021 - 2023

	YEAR TERM BEGAN	YEAR TERM ENDS
Bruce McPherson, President	2021	2023
Aurelio Gonzalez, Vice President	2021	2023
Manu Koenig, Secretary	2021	2023
Donna Meyers, Treasurer	2021	2022
Larry Pageler, Director	2021	2023

Alex Clifford, Chief Executive Officer

Each Director holds office for a term of two (2) years from the date of appointment. The Board of Directors holds an annual meeting for the purpose of organization, selection of Directors and officers, and the transaction of other business. Annual meetings of the Board are held on the fourth Friday of March. The meetings are held in the same venue as the Santa Cruz METRO Board of Directors meeting.

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BOARD OFFICERS AND APPOINTMENTS

Elect 1: SCCIC Representative

President, Bruce McPherson; Vice President, Aurelio Gonzalez;
Secretary, Manu Koenig; Treasurer, Donna Meyers; and Board Director
Larry Pageler

5 Total Members

Terms ending February 2023: Directors Koenig, McPherson, Meyers & Pageler
Departing Director: Gonzalez (term ends Feb 2023)

Nominee:

1. Bruce McPherson, President
2. _____, Vice President
3. Manu Koenig, Secretary
4. Larry Pageler, Director
5. Donna Meyers, Treasurer

Nominated by:

- Term expires 2023
- Vacant
- Term expires 2023
- Term expires 2023
- Term expires 2023

SLATE 1

Nominee:

1. _____, President
2. _____, Vice President
3. _____, Secretary
4. _____, Director
5. _____, Treasurer

Nominated by:

- Term expires 2023
- Term expires 2023
- Term expires 2023
- Term expires 2023
- Term expires 2022

SLATE 2

Nominee:

1. _____, President
2. _____, Vice President
3. _____, Secretary
4. _____, Director
5. _____, Treasurer

Nominated by:

- Term expires 2023
- Term expires 2023
- Term expires 2023
- Term expires 2023
- Term expires 2022

SLATE 3



BOARD OFFICERS AND APPOINTMENTS

Elect 1: SCCRTC Representative

(2021 Reps: Aurelio Gonzalez, Kristen Petersen & Mike Rotkin)

3 Total Representatives

Nominee:

1. Alta Northcutt

2. Mike Rotkin

3. Kristen Petersen

Nominated by:

Vacant

Currently in place

Currently in place

SLATE 1

Nominee:

1. _____

2. _____

3. _____

Nominated by:

SLATE 2

Nominee:

1. _____

2. _____

3. _____

Nominated by:

SLATE 3

Nominee:

1. _____

2. _____

3. _____

Nominated by:

SLATE 4

VERBAL PRESENTATION

CEO ORAL REPORT / COVID-19 UPDATE

Alex Clifford

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