



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)  
BOARD OF DIRECTORS AGENDA  
REGULAR MEETING  
FEBRUARY 23, 2024 – 9:00 AM  
HYBRID MEETING**

Members of the public may attend in-person or participate remotely via Zoom.

**METRO Admin Office  
110 Vernon Street  
Santa Cruz, CA**

**Zoom [Link](#)  
Dial In: 1-669-900-6833  
Meeting ID: 823 2842 5369**

The Board of Directors agenda packet can be found online at [www.SCMTD.com](http://www.SCMTD.com) and is available for inspection at Santa Cruz METRO's Administrative Office at 110 Vernon Street, Santa Cruz, CA.

Public comment may be submitted via email to [boardinquiries@scmtd.com](mailto:boardinquiries@scmtd.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. Each public comment is limited to three minutes or less. Board and Committee Chairs have the discretion to manage the public comment process in a manner that achieves the purpose of public communication and assures the orderly conduct of the meeting.

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 Kristen Brown	City of Capitola
Director Rebecca Downing	County of Santa Cruz
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 Scott Newsome	City of Santa Cruz
Director Larry Pageler	County of Santa Cruz
Director Vanessa Quiroz-Carter	City of Watsonville
Director Mike Rotkin	County of Santa Cruz
Ex-Officio Director Edward Reiskin	UC Santa Cruz
Ex-Officio Director Alta Northcutt	Cabrillo College
Daniel Zaragoza	METRO Interim CEO/GM
Julie Sherman	METRO General Counsel

## **SECTION I: OPEN SESSION**

NOTE: THE BOARD CHAIR MAY TAKE ITEMS OUT OF ORDER

### **1 CALL TO ORDER**

### **2 ROLL CALL**

In accordance with Assembly Bill 2449, Board members may participate remotely due to “just cause” or “emergency” circumstances. If applicable, following an announcement, the Board will take action on approving Board members’ emergency teleconference participation.

### **3 ANNOUNCEMENTS**

- 3.1 Today’s meeting is being broadcast by Community Television of Santa Cruz County.
- 3.2 Language Line Services is providing Spanish interpretation services, which will be available during “Oral Communications” and for any other agenda item for which these services are needed.

### **4 APPROVE: BOARD OFFICERS AND COMMITTEE APPOINTMENTS**

Board Chair Kalantari-Johnson

### **5 BOARD OF DIRECTORS COMMENTS**

### **6 ORAL AND WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS**

This time is set aside for Directors and members of the general public to address any item not on the agenda which is within the subject matter jurisdiction of the Board. No action or discussion shall be taken on any item presented except that any Director may respond to statements made or questions asked or may ask questions for clarification. All matters of an administrative nature will be referred to staff. Each public comment is limited to three minutes or less. Board and Committee Chairs have the discretion to manage the public comment process in a manner that achieves the purpose of public communication and assures the orderly conduct of the meeting. When addressing the Board, the individual may, but is not required to, provide his/her name and address in an audible tone for the record.

### **7 LABOR ORGANIZATION COMMUNICATIONS**

### **8 ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS**

## **CONSENT AGENDA**

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

### **9.1 ACCEPT AND FILE: PRELIMINARY APPROVED CHECK JOURNAL DETAIL FOR THE MONTH OF JANUARY 2024**

Chuck Farmer, Chief Financial Officer

- 9.2 ACCEPT AND FILE MINUTES OF:**  
**A. JANUARY 26, 2024 BOARD OF DIRECTORS MEETING**  
**B. FEBRUARY 9, 2024 PERSONNEL/HR STANDING COMMITTEE MEETING**  
Daniel Zaragoza, Interim CEO/General Manager
- 9.3 ACCEPT AND FILE: THE YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF JANUARY 31, 2024**  
Chuck Farmer, Chief Financial Officer
- 9.4 ACCEPT AND FILE: THE YEAR TO DATE KEY PERFORMANCE INDICATORS (KPI) REPORT FOR 2<sup>ND</sup> QUARTER THROUGH DECEMBER 31, 2023**  
Chuck Farmer, Chief Financial Officer
- 9.5 ACCEPT AND FILE: THE METRO PARACRUZ OPERATIONS STATUS REPORT FOR OCTOBER, NOVEMBER, AND DECEMBER 2023**  
Daniel Zaragoza, Interim CEO/GM and Operations Deputy Director
- 9.6 ACCEPT AND FILE: THE METRO SYSTEM RIDERSHIP REPORTS FOR THE SECOND QUARTER OF FY24**  
John Urgo, Planning and Development Director
- 9.7 APPROVE: RECOMMENDED ACTION ON TORT CLAIMS**  
Gregory Strecker, Safety, Security & Risk Management Director
- 9.8 APPROVE: REQUEST TO AUTHORIZE FUNDING FOR A SPECIAL PROJECTS MANAGER IN THE FINANCE DEPARTMENT**  
Chuck Farmer, Chief Financial Officer
- 9.9 APPROVE: REQUEST FOR AUTHORIZATION AND FUNDING OF UP TO A MAXIMUM OF TWENTY-THREE (23) TRANSIT SUPERVISORS**  
Margo Ross, Chief Operations Officer
- 9.10 APPROVE: AUTHORIZE THE INTERIM CEO/GENERAL MANAGER TO INCREASE THE NUMBER OF AUTHORIZED BUS OPERATORS**  
Chuck Farmer, Chief Financial Officer
- 9.11 CONSIDERATION OF DECLARING VEHICLES AND/OR EQUIPMENT AS EXCESS FOR PURPOSES OF DISPOSAL OR AUCTION**  
Chuck Farmer, Chief Financial Officer
- 9.12 CONTRACT FOR TRANSIT SERVICES WITH CALIFORNIA DEPARTMENT OF PARKS AND RECREATION FOR SERVICE TO BIG BASIN REDWOODS STATE PARK DURING SPRING QUARTER**  
John Urgo, Planning and Development Director

## **REGULAR AGENDA**

- 10 PRESENTATION OF EMPLOYEE LONGEVITY AWARD FOR:  
(20 YEARS) JULIO CURREA**  
Board Chair
- 11 RETIREE RESOLUTION OF APPRECIATION FOR:  
ROBERT KRAUSE – PARATRANSIT OPERATOR  
MICHAEL TREE – CEO/GENERAL MANAGER**  
Board Chair
- 12 PRESENTATION BY SANTA CRUZ COUNTY REGIONAL TRANSPORTATION  
COMMISSION (SCCRTC) ON ZERO-EMISSION PASSENGER RAIL AND  
TRAIL PROJECT**  
Sarah Christensen, SCCRTC Senior Transportation Engineer
- 13 RATIFICATION OF INTERIM CEO/GM ENGAGEMENT LETTER**  
Julie Sherman, General Counsel
- 14 ORAL UPDATE ON PACIFIC STATION NORTH PROJECT**  
John Urgo, Planning and Development Director
- 15 PRESENTATION ON REIMAGINE METRO PHASE II**  
John Urgo, Planning and Development Director
- 16 INTERIM CEO/GM ORAL REPORT**  
Daniel Zaragoza, Interim CEO/General Manager

## **SECTION II: CLOSED SESSION**

- 17 PUBLIC EMPLOYEE APPOINTMENT – CEO/GM POSITION (GOVERNMENT  
CODE SECTION 54957); CONFERENCE WITH LABOR NEGOTIATOR  
(GOVERNMENT CODE SECTION 54957.6)**

## **SECTION III: RECONVENE TO OPEN SESSION**

- 18 REPORT OF CLOSED SESSION**  
Julie Sherman, General Counsel
- 19 ANNOUNCEMENT OF NEXT MEETING: FRIDAY, MARCH 22, 2024, AT 9 AM  
AT THE METRO ADMIN OFFICE, 110 VERNON STREET, SANTA CRUZ**  
Board Chair
- 20 ADJOURNMENT**  
Board Chair

## **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.

## **ACCESSIBILITY FOR INDIVIDUALS WITH DISABILITIES**

This document has been created with accessibility in mind. With the exception of certain 3rd party and other attachments, it passes the Adobe Acrobat XI Accessibility Full Check. If you have any questions about the accessibility of this document, please email your inquiry to [accessibility@scmttd.com](mailto:accessibility@scmttd.com). Upon request, Santa Cruz METRO will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested at least two days before the meeting. Requests should be emailed to [boardinquiries@scmttd.com](mailto:boardinquiries@scmttd.com) or submitted by phone to the Executive Assistant at 831-426-6080. Requests made by mail (sent to the Executive Assistant, Santa Cruz METRO, 110 Vernon Street, Santa Cruz, CA 95060) must be received at least two days before the meeting. Requests will be granted whenever possible and resolved in favor of accessibility.

## **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.

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

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**DATE:** February 23, 2024  
**TO:** Board of Directors  
**FROM:** Board Chair Kalantari-Johnson  
**SUBJECT: BOARD OFFICERS AND COMMITTEE ASSIGNMENTS**

**I. RECOMMENDED ACTION**

**That the Board of Directors elect Directors to the following positions:**

- A. Santa Cruz Metropolitan Transit District (METRO) Board Chair and Vice Chair;**
- B. Director Positions on various METRO Board Standing Committees;**
- C. One Director Position on the Santa Cruz Civic Improvement Corporation (SCCIC) Board; and,**
- D. Representatives and Alternates for the Santa Cruz County Regional Transportation Commission (SCCRTC)**

**II. SUMMARY**

- Article 6 of the Santa Cruz Metropolitan Transit District (METRO) Bylaws provides that the Board of Directors shall annually nominate individuals to the positions of Chair and Vice Chair.
- In 2023, the Board of Directors nominated individuals to stand for election to the Standing Committee positions referenced in this staff report.
- Article III, Section 3.03 of the Santa Cruz Civic Improvement Corporation (SCCIC) Bylaws provide that the Board of Directors shall appoint METRO Directors to the SCCIC Board.
- To maintain representation on the Santa Cruz County Regional Transportation Commission (SCCRTC), it is necessary that the Board of Directors elect individuals to the three positions and three alternate positions that are designated for METRO Board Members.
- Elections for the positions referenced in this Staff Report are scheduled to be held at the beginning of the February 23, 2024 Board of Directors meeting.

### **III. DISCUSSION/BACKGROUND**

The terms of the officers and appointees of the Board of Directors in the positions of Chair, Vice Chair and SCCRTC appointees expire in February 2024. One of the five SCCIC Directors' terms is set to expire in February 2024.

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.

Article III, Section 3.03 of the SCCIC Bylaws provides that METRO's Board of Directors shall appoint METRO Directors to the SCCIC Board.

Staff recommends that the METRO Board of Directors appoint METRO Directors to serve on the SCCIC Board. Currently, one appointee is needed.

The METRO Bylaws provide that the Board of Directors shall identify nominees to be considered for election to the positions herein referenced.

Staff recommends that the Board of Directors:

Provide slates for CY 2024 to:

- 1) Elect Directors to the positions of Chair and Vice Chair
- 2) Reconfirm or nominate Directors to positions on the current Standing Committees:
  - a. Capital Projects Standing Committee
  - b. Finance, Budget and Audit Standing Committee
  - c. Personnel/Human Resources Standing Committee
- 3) Fill one position on the SCCIC
- 4) Elect three representatives and three alternates to the SCCRTC

In accordance with the METRO bylaws, nominations remain open until the positions are filled through election. The election for the referenced positions is scheduled to be held on February 23, 2024.

### **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 FY24/FY25 Final Budget adopted June 23, 2023 and in the FY25/FY26 budget yet to be finalized.

**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: Donna Bauer, Executive Assistant

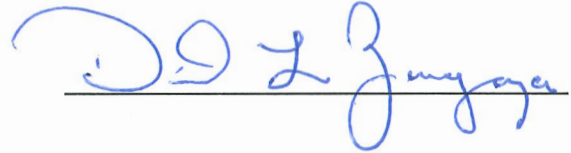
**IX. APPROVALS**

Approved as to fiscal impact:  
Chuck Farmer, CFO



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Daniel Zaragoza  
Interim CEO/General Manager



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



**2023 Chair, Vice Chair and Standing Committees**

Chair

SHEBREH KALANTARI-JOHNSON

Vice Chair

KRISTEN BROWN

Capital Projects Standing Committee

*Committee Established 8/26/16*

SCOTT NEWSOME

LARRY PAGELER

VANESSA QUIROZ-CARTER\*

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*

SHEBREH KALANTARI-JOHNSON, Current Chair

KRISTEN BROWN, Current Vice Chair

LARRY PAGELER, Immediate Past Chair

REBECCA DOWNING

DONNA LIND\*

# Attachment A



## 2023 Other Committees

### SCCIC Representatives

REBECCA DOWNING  
SHEBREH KALANTARI-JOHNSON  
MANU KOENIG  
BRUCE McPHERSON  
LARRY PAGELER

### SCCRTC Representatives

KRISTEN BROWN  
VANESSA QUIROZ-CARTER  
MIKE ROTKIN

### SCCRTC Alternates (in order)

LARRY PAGELER  
SHEBREH KALANTARI-JOHNSON  
DONNA LIND

## 2023 Ad Hoc Committees

### CEO Goals and Objectives Ad Hoc Committee

*Committee Established 5/19/17*

SHEBREH KALANTARI-JOHNSON\*\*  
KRISTEN BROWN\*\*  
REBECCA DOWNING\*\*  
LARRY PAGELER\*\*  
MIKE ROTKIN\*\*

### MAC Ad Hoc Committee

*Committee Established 3/24/17*

SHEBREH KALANTARI-JOHNSON\*  
LARRY PAGELER\*  
REBECCA DOWNING\*  
BRUCE MCPHERSON\*

### Legislative Ad Hoc Committee

*Committee Established 2/23/18*

*Ad Hoc Committees and Members are designated by the Board Chair.*

*Ad Hoc Committees are created and disbanded each year as their specific assignments are completed, and then reconstituted as needed.*

2/24/2023 Approved at METRO Board Meeting

\*Appointed by Chair Kalantari-Johnson September 2023

\*\*Appointed by Chair Kalantari-Johnson January 2024

# Attachment B



## **SANTA CRUZ CIVIC IMPROVEMENT CORPORATION (SCCIC)**

### **BOARD OF DIRECTORS 2023 - 2024**

	YEAR TERM BEGAN	YEAR TERM ENDS
<b>Bruce McPherson, President</b>	2023	2025
<b>Shebreh Kalantari-Johnson, Vice President</b>	2023	2025
<b>Manu Koenig, Secretary</b>	2023	2025
<b>Larry Pageler, Treasurer*</b>	2023	2024
<b>Rebecca Downing, Director</b>	2023	2025

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Michael Tree, CEO/General Manager

*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.*

*\* Director Meyers held this seat through December 2022 when her term expired. Director Pageler is filling that vacancy.*

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# BOARD OFFICERS AND APPOINTMENTS



## Elect Board Chair (2023: Shebreh Kalantari-Johnson)

Nominee:

Nominated by:

1. Kristen Brown

Shebreh Kalantari-Johnson

2. \_\_\_\_\_

\_\_\_\_\_

3. \_\_\_\_\_

\_\_\_\_\_

4. \_\_\_\_\_

\_\_\_\_\_

*SLATE 1*

*SLATE 2*

*SLATE 3*

*SLATE 4*



# BOARD OFFICERS AND APPOINTMENTS

## Elect Board Vice Chair (2023: Kristen Brown)

Nominee:

Nominated by:

*SLATE 1*

1. Rebecca Downing

Shebreh Kalantari-Johnson

*SLATE 2*

2. \_\_\_\_\_

\_\_\_\_\_

*SLATE 3*

3. \_\_\_\_\_

\_\_\_\_\_

*SLATE 4*

4. \_\_\_\_\_

\_\_\_\_\_



# BOARD OFFICERS AND APPOINTMENTS



## Reappoint or Nominate 3: Capital Projects Standing Committee

(2023 Members: Scott Newsome, Larry Pageler, & Vanessa Quiroz-Carter)

### 3 Members Total

Nominee:	Nominated by:	<b>SLATE 1</b>
1. <u>Scott Newsome</u>	Shebreh Kalantari-Johnson	
2. <u>Larry Pageler</u>	Shebreh Kalantari-Johnson	
3. <u>Jimmy Dutra</u>	Shebreh Kalantari-Johnson	

Nominee:	Nominated by:	<b>SLATE 2</b>
1. _____	_____	
2. _____	_____	
3. _____	_____	

Nominee:	Nominated by:	<b>SLATE 3</b>
1. _____	_____	
2. _____	_____	
3. _____	_____	

Nominee:	Nominated by:	<b>SLATE 4</b>
1. _____	_____	
2. _____	_____	
3. _____	_____	



# BOARD OFFICERS AND APPOINTMENTS

## Reappoint or Nominate 4 or 5: Finance, Budget & Audit Standing Committee 2023 Members:

### Shebreh Kalantari-Johnson, Manu Koenig, Donna Lind, & Mike Rotkin

#### 4-5 Members Total

- Nominee:
1. Shebreh Kalantari-Johnson
  2. Manu Koenig
  3. Donna Lind
  4. Mike Rotkin
  5. \_\_\_\_\_

- Nominated by:
- Shebreh Kalantari-Johnson  
Shebreh Kalantari-Johnson  
Shebreh Kalantari-Johnson  
Shebreh Kalantari-Johnson  
Shebreh Kalantari-Johnson

*SLATE 1*

- Nominee:
1. \_\_\_\_\_
  2. \_\_\_\_\_
  3. \_\_\_\_\_
  4. \_\_\_\_\_
  5. \_\_\_\_\_

- Nominated by:
- \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

*SLATE 2*

- Nominee:
1. \_\_\_\_\_
  2. \_\_\_\_\_
  3. \_\_\_\_\_
  4. \_\_\_\_\_
  5. \_\_\_\_\_

- Nominated by:
- \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

*SLATE 3*

- Nominee:
1. \_\_\_\_\_
  2. \_\_\_\_\_
  3. \_\_\_\_\_
  4. \_\_\_\_\_
  5. \_\_\_\_\_

- Nominated by:
- \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

*SLATE 4*

# BOARD OFFICERS AND APPOINTMENTS



## Appoint or Nominate 2: Personnel/Human Resources Standing Committee

**Members: Current (2024) Board Chair; Current (2024) Board Vice Chair; Immediate Past Board Chair, Shebreh Kalantari-Johnson, (2023: Rebecca Downing & Donna Lind)**

**5 Members Total**

**Committee Requires Current Board Chair, Current Board Vice Chair and Immediate Past Board Chair as members PLUS two Directors**

*SLATE 1*

Nominee:

Nominated by:

1. Current Board Chair Kristen Brown (2024)
2. Current Vice Chair Rebecca Downing (2024)
3. Shebreh Kalantari-Johnson, Immediate Past Chair (2023)
4. Donna Lind
5. Vanessa Quiroz-Carter

- Shebreh Kalantari-Johnson
- Shebreh Kalantari-Johnson
- Automatic
- Shebreh Kalantari-Johnson
- Shebreh Kalantari-Johnson

*SLATE 2*

Nominee:

Nominated by:

1. Current Board Chair, \_\_\_\_\_ (2024)
2. Current Board Vice Chair, \_\_\_\_\_ (2024)
3. Shebreh Kalantari-Johnson, Immediate Past Chair (2023)
4. \_\_\_\_\_
5. \_\_\_\_\_

- \_\_\_\_\_
- \_\_\_\_\_
- Automatic
- \_\_\_\_\_
- \_\_\_\_\_

Nominee:

Nominated by:

1. Current Board Chair, \_\_\_\_\_ (2024)
2. Current Board Vice Chair, \_\_\_\_\_ (2024)
3. Shebreh Kalantari-Johnson, Immediate Past Chair (2023)
4. \_\_\_\_\_
5. \_\_\_\_\_

- \_\_\_\_\_
- \_\_\_\_\_
- Automatic
- \_\_\_\_\_
- \_\_\_\_\_

*SLATE 3*

# BOARD OFFICERS AND APPOINTMENTS



## Nominate 1: SCCIC Representatives

2023: President, Bruce McPherson; Vice President, Shebreh Kalantari-Johnson; Secretary, Manu Koenig; Treasurer, Larry Pageler; and Rebecca Downing

5 Members Total

Director Larry Pageler, Treasurer (term ends Feb. 2024)





Nominee:	Nominated by: Larry Pageler	
1. Bruce McPherson, President	Term expires 2025	
2. Shebreh Kalantari-Johnson, Vice President	Term expires 2025	
3. Manu Koenig, Secretary	Term expires 2025	
4. <u>Larry Pageler</u> , Treasurer	Term expires 2024	
5. Rebecca Downing, Director	Term expires 2025	
Nominee:	Nominated by:	
1. _____, President	Term expires 2025	
2. _____, Vice President	Term expires 2025	
3. _____, Secretary	Term expires 2025	
4. _____, Treasurer	Term expires 2024	
5. _____, Director	Term expires 2025	
Nominee:	Nominated by:	
1. _____, President	Term expires 2025	
2. _____, Vice President	Term expires 2025	
3. _____, Secretary	Term expires 2025	
4. _____, Treasurer	Term expires 2024	
5. _____, Director	Term expires 2025	

# BOARD OFFICERS AND APPOINTMENTS



## Reappoint or Nominate 3: SCCRTC Representatives (2023 Reps: Kristen Brown, Vanessa Quiroz-Carter, & Mike Rotkin)

### 3 Representatives Total

<p>Nominee:</p> <p>1. <u>Kristen Brown</u></p> <p>2. <u>Mike Rotkin</u></p> <p>3. <u>Larry Pageler</u></p>	<p>Nominated by:</p> <p>Shebreh Kalantari-Johnson</p> <p>Shebreh Kalantari-Johnson</p> <p>Shebreh Kalantari-Johnson</p>	
<p>Nominee:</p> <p>1. _____</p> <p>2. _____</p> <p>3. _____</p>	<p>Nominated by:</p> <p>_____</p> <p>_____</p> <p>_____</p>	
<p>Nominee:</p> <p>1. _____</p> <p>2. _____</p> <p>3. _____</p>	<p>Nominated by:</p> <p>_____</p> <p>_____</p> <p>_____</p>	
<p>Nominee:</p> <p>1. _____</p> <p>2. _____</p> <p>3. _____</p>	<p>Nominated by:</p> <p>_____</p> <p>_____</p> <p>_____</p>	

# BOARD OFFICERS AND APPOINTMENTS



## Reappoint or Nominate 3: SCCRTC Alternates (in order)

### 2023 Alternates: Larry Pageler, Shebreh Kalantari-Johnson, & Donna Lind

-

#### 3 Representatives Total

Nominee:

1. Shebreh Kalantari-Johnson
2. Vanessa Quiroz-Carter
3. Donna Lind

Nominated by:

- Shebreh Kalantari-Johnson
- Shebreh Kalantari-Johnson
- Shebreh Kalantari-Johnson

*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*

# COMMUNICATIONS TO THE BOARD OF DIRECTORS

**From:** [Pete Rasmussen](#)  
**To:** [REDACTED]  
**Subject:** Hwy 17 Express bus suggestion  
**Date:** Friday, February 23, 2024 1:58:56 PM

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Dear Holly Tyler,

Thank you for providing input regarding METRO Highway 17 Express service. Santa Cruz METRO is currently conducting public outreach for Reimagine METRO Phase II. We will consider your request along with others received as we plan for service changes in Fall 2024.

When deciding about the frequency and route of service, METRO must balance multiple factors. Extending service to additional destinations such as the airport does indeed make for a more convenient trip for the people going to that destination. However, it also lengthens the trip by 15-20 minutes in each direction. Adding that time to every trip would likely reduce the total number of trips that METRO could provide, which would reduce the frequency of trips provided between Santa Cruz and San Jose. While we have received other requests to have Highway 17 Express serve SJC airport, more riders have expressed that their destination is downtown San Jose, San Jose State University, or Diridon Station to transfer to Amtrak, Caltrain, or BART (via VTA bus connection). For that reason, we have prioritized service to Diridon, a transportation hub which offers connecting transit service to multiple regional destinations.

We do acknowledge that transit service from Diridon Station to SJC airport is poor – requiring two separate buses, or light rail plus a bus ride. You may wish to contact San Jose Airport, the City of San Jose (owner of SJC), and VTA (Santa Clara County transit) to request a shuttle service from Diridon and downtown San Jose to SJC.

Santa Cruz METRO Planning

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**From:** holly tyler [REDACTED]  
**Sent:** Tuesday, February 20, 2024 6:37 AM  
**To:** boardinquiries <[boardinquiries@scmtd.com](mailto:boardinquiries@scmtd.com)>  
**Subject:** Hwy 17 Express bus suggestion

**This Message Is From an Untrusted Sender**

You have not previously corresponded with this sender.

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Dear Board Members,

Thank you for your hard work in support of public transit in Santa Cruz. I write with a suggestion regarding the Hwy 17 Express bus, specifically travel to and from San Jose

# COMMUNICATIONS TO THE BOARD OF DIRECTORS

Airport. While I know that riders can connect with a VTA line near the Diridon Station, having direct service to SJC via the Hwy 17 Express bus would be much more convenient for travelers. If I think about trying to get to SJC for a flight, taking a bus that goes there without having to make a connection to another bus would be an easy choice. With the required connection, it's much less convenient. If we are serious about trying to reduce car trips, then having the Hwy 17 Express bus stop at SJC makes sense. Thank you for your consideration of this matter.

~ Holly Tyler





**DATE:** February 23, 2024  
**TO:** Board of Directors  
**FROM:** Chuck Farmer, Chief Financial Officer  
**SUBJECT: ACCEPT AND FILE PRELIMINARY APPROVED CHECK JOURNAL  
DETAIL FOR THE MONTH OF JANUARY 2024**

**I. RECOMMENDED ACTION**

**That the Board of Directors accept and file the preliminary approved Check Journal Detail for the month of January 2024**

**II. SUMMARY**

- This staff report provides the Board of Directors (Board) with a preliminary approved Check Journal Detail for the month of January 2024.
- The Finance Department is submitting the check journal 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 January 2024 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 presents the invoices paid in January 2024 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 January 2024

Prepared by: Holly Alcorn, Accounting Specialist

**IX. APPROVALS**

Chuck Farmer, CFO



Daniel Zaragoza Interim CEO/General Manager



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# Attachment A

CHK #	CHK DATE	VENDOR NAME	DESCRIPTION	AMOUNT	COMMENT
73549	1/12/2024	HOWARD, CAROL	MEDICAL SUPPLEMENTAL	\$ (17.50)	**VOID
74682	1/25/2024	TOLINE, DONALD	MEDICAL SUPPLEMENTAL	\$ (15.58)	**VOID
77406	1/12/2024	HOWARD, CAROL	MEDICAL SUPPLEMENTAL	\$ (19.10)	**VOID
79692	1/5/2024	ANN, DORICE	MEDICAL SUPPLEMENTAL	\$ (18.01)	**VOID
80290	1/5/2024	ANN, DORICE	MEDICAL SUPPLEMENTAL	\$ (18.01)	**VOID
80854	1/12/2024	HOWARD, CAROL	MEDICAL SUPPLEMENTAL	\$ (19.10)	**VOID
81257	1/5/2024	JOHNSON, DENIS	REFUND CUSTOMER PRC	\$ (100.00)	**VOID
82783	1/5/2024	DOBBS, LILLIAN	MEDICAL SUPPLEMENTAL	\$ (14.98)	**VOID
83320	1/5/2024	DOBBS, LILLIAN	MEDICAL SUPPLEMENTAL	\$ (14.98)	**VOID
83860	1/25/2024	TOLINE, DONALD	MEDICAL SUPPLEMENTAL	\$ (14.98)	**VOID
85168	1/5/2024	ANDRADE, GERALD	MEDICAL SUPPLEMENTAL	\$ (41.36)	**VOID
85169	1/5/2024	ANN, DORICE	MEDICAL SUPPLEMENTAL	\$ (20.68)	**VOID
85231	1/5/2024	FLAGG, PAULA	MEDICAL SUPPLEMENTAL	\$ (14.16)	**VOID
85347	1/5/2024	SLATER, ROBYN	MEDICAL SUPPLEMENTAL	\$ (110.99)	**VOID
85699	1/5/2024	FLAGG, PAULA	MEDICAL SUPPLEMENTAL	\$ (14.16)	**VOID
87539	1/2/2024	AMAZON CAPITAL SERVICES, INC.	OFFICE SUPPLY	\$ 405.70	
87539	1/2/2024	AMAZON CAPITAL SERVICES, INC.	OFFICE SUPPLY	\$ 16.38	
87539	1/2/2024	AMAZON CAPITAL SERVICES, INC.	OFFICE SUPPLY	\$ 54.61	
87540	1/2/2024	B & H FOTO & ELECTRONICS CORP	OFFICE SUPPLY	\$ 404.20	
87541	1/2/2024	BERRELLEZA, PABLO	TRAVEL REIMBURSEMENT	\$ 821.49	
87542	1/2/2024	BFS GROUP LLC	60#CONCRETE MIX VER	\$ 52.35	
87543	1/2/2024	CALACT	2024 MEMBERSHIP	\$ 1,585.00	
87544	1/2/2024	CINTAS CORPORATION NO.2	FRISTAID RESTOCK SMC	\$ 53.88	
87544	1/2/2024	CINTAS CORPORATION NO.2	FIRSTAID RESTOCK MMF	\$ 94.11	
87545	1/2/2024	CITY OF SANTA CRUZ/PARKING	12/2023 PARKING INV	\$ 900.00	
87546	1/2/2024	CITY OF WATSONVILLE UTILITIES	11/14-12/13IRRIG WTC	\$ 88.79	
87546	1/2/2024	CITY OF WATSONVILLE UTILITIES	11/14-12/13WATER WTC	\$ 382.38	
87546	1/2/2024	CITY OF WATSONVILLE UTILITIES	11/14-12/13WATER WTC	\$ 105.04	
87546	1/2/2024	CITY OF WATSONVILLE UTILITIES	GARBAGE WTC	\$ 1,355.73	
87546	1/2/2024	CITY OF WATSONVILLE UTILITIES	11/14-12/13 FIRE WTC	\$ 40.59	

# Attachment A

87547	1/2/2024	CROSSLINE SUPPLY, LLC	INVENTORY ORDER	\$	736.35
87548	1/2/2024	CRUMMIE, DAWN	LUNCH/PKNG REIMBURSE	\$	277.75
87549	1/2/2024	CUMMINS, INC	INVENTORY ORDER	\$	165.91
87549	1/2/2024	CUMMINS, INC	INVENTORY ORDER	\$	802.40
87550	1/2/2024	DEPARTMENT OF JUSTICE	11/2023 FINGERPRINT A	\$	1,024.00
87551	1/2/2024	EMPLOYNET, INC	TEMP W/E 12/10/2023	\$	1,200.00
87552	1/2/2024	EXPRESS SERVICES INC.	TEMP W/E10/29&11/05	\$	1,232.00
87552	1/2/2024	EXPRESS SERVICES INC.	W/E9/24,10/1,10/8,15	\$	3,229.60
87553	1/2/2024	GILLIG LLC	INVENTORY ORDER	\$	122.06
87553	1/2/2024	GILLIG LLC	INVENTORY ORDER	\$	40.68
87554	1/2/2024	GLAGOLA, DANIELLE	BOD MTG REIMBURSEMENT	\$	69.94
87555	1/2/2024	LAW OFFICES OF MARIE F. SANG	CL#23010753	\$	1,829.70
87555	1/2/2024	LAW OFFICES OF MARIE F. SANG	CL#22011402	\$	598.50
87555	1/2/2024	LAW OFFICES OF MARIE F. SANG	CL#22001522	\$	684.00
87555	1/2/2024	LAW OFFICES OF MARIE F. SANG	CL#2000103163	\$	837.90
87555	1/2/2024	LAW OFFICES OF MARIE F. SANG	CL#1999103213	\$	598.50
87555	1/2/2024	LAW OFFICES OF MARIE F. SANG	CL#19009481	\$	1,231.20
87556	1/2/2024	LUMINATOR TECH GROUP GLOBAL,	VEH#2318 PART ORDER	\$	43.39
87556	1/2/2024	LUMINATOR TECH GROUP GLOBAL,	CAMERA REPAIR	\$	227.90
87556	1/2/2024	LUMINATOR TECH GROUP GLOBAL,	CAMERA REPAIR	\$	833.47
87557	1/2/2024	MILLER MAXFIELD INC	11/2023 PUB OUTRCH SV	\$	1,995.00
87558	1/2/2024	MISSION UNIFORM	TOWEL, MOP, MAT, UNIFORM	\$	31.85
87558	1/2/2024	MISSION UNIFORM	TOWELS, MAT PARACRUZ	\$	18.50
87558	1/2/2024	MISSION UNIFORM	TOWELS, MAT PARACRUZ	\$	18.50
87558	1/2/2024	MISSION UNIFORM	TOWELS, MAT PARACRUZ	\$	18.50
87559	1/2/2024	MOHAWK MFG. & SUPPLY CO.	INVENTORY ORDER	\$	988.41
87560	1/2/2024	MONTESINO, EDUARDO	INTVW LUNCHESES REIMB	\$	329.10
87561	1/2/2024	OVERHEAD DOOR CO. OF SALINAS	ROLLUP DOOR SVC VER	\$	280.00
87561	1/2/2024	OVERHEAD DOOR CO. OF SALINAS	ROLLUP DOOR SVC MMF	\$	3,450.00
87561	1/2/2024	OVERHEAD DOOR CO. OF SALINAS	ROLLUP DOOR SVC SBF	\$	721.39
87562	1/2/2024	PACIFIC GAS & ELECTRIC	11/22-12/21ELEC SBF	\$	2,812.55
87562	1/2/2024	PACIFIC GAS & ELECTRIC	11/22-12/22 VERNON	\$	6,440.17
87562	1/2/2024	PACIFIC GAS & ELECTRIC	11/22-12/22 MMF	\$	8,311.38
87562	1/2/2024	PACIFIC GAS & ELECTRIC	11/23-12/22 GAS SBF	\$	345.55
87562	1/2/2024	PACIFIC GAS & ELECTRIC	11/08-12/12 PARACRUZ	\$	1,099.84
87563	1/2/2024	SAGE SOFTWARE, INC.	1/4/24-1/3/25 RENEW	\$	1,672.00
87564	1/2/2024	SANTA CRUZ MUNICIPAL UTILITIES	11/9-12/8/23 VERNON	\$	693.90
87564	1/2/2024	SANTA CRUZ MUNICIPAL UTILITIES	11/9-12/8/23 MMF	\$	1,692.34
87564	1/2/2024	SANTA CRUZ MUNICIPAL UTILITIES	11/9-12/8/23 OPS	\$	447.54

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87564	1/2/2024	SANTA CRUZ MUNICIPAL UTILITIES	11/9-12/8/23 SBF	\$	3,359.27
87564	1/2/2024	SANTA CRUZ MUNICIPAL UTILITIES	11/9-12/8/23MULTISTP	\$	1,155.72
87564	1/2/2024	SANTA CRUZ MUNICIPAL UTILITIES	11/9-12/8/23IRRIGMMF	\$	65.16
87564	1/2/2024	SANTA CRUZ MUNICIPAL UTILITIES	11/9-12/8/23 BREAKRM	\$	62.16
87564	1/2/2024	SANTA CRUZ MUNICIPAL UTILITIES	11/9-12/8/23 SCM	\$	2,523.62
87564	1/2/2024	SANTA CRUZ MUNICIPAL UTILITIES	11/9-12/8/23PACISLND	\$	147.84
87565	1/2/2024	SANTA CRUZ RECORDS MNGMT INC	11/20/23 SHRED PRC	\$	45.00
87566	1/2/2024	SANTA CRUZ STAFFING, LLC	TEMP W/E 10/29/2023	\$	604.50
87566	1/2/2024	SANTA CRUZ STAFFING, LLC	TEMP W/E 12/10/2023	\$	899.00
87567	1/2/2024	TERRYBERRY CO., LLC	EMPLOYEE INCENTIVE	\$	154.15
87567	1/2/2024	TERRYBERRY CO., LLC	EMPLOYEE INCENTIVE	\$	158.98
87568	1/2/2024	THE AFTERMARKET PARTS CO LLC	MIRROR PARTS	\$	348.33
87568	1/2/2024	THE AFTERMARKET PARTS CO LLC	INVENTORY ORDER	\$	121.27
87568	1/2/2024	THE AFTERMARKET PARTS CO LLC	INVENTORY ORDER	\$	283.31
87568	1/2/2024	THE AFTERMARKET PARTS CO LLC	INVENTORY ORDER	\$	579.99
87568	1/2/2024	THE AFTERMARKET PARTS CO LLC	INVENTORY ORDER	\$	68.98
87568	1/2/2024	THE AFTERMARKET PARTS CO LLC	INVENTORY ORDER	\$	1,604.76
87568	1/2/2024	THE AFTERMARKET PARTS CO LLC	VEH#1201 PART ORDER	\$	431.65
87568	1/2/2024	THE AFTERMARKET PARTS CO LLC	INVENTORY ORDER	\$	461.35
87568	1/2/2024	THE AFTERMARKET PARTS CO LLC	INVENTORY ORDER	\$	86.61
87568	1/2/2024	THE AFTERMARKET PARTS CO LLC	MIRROR PARTS	\$	84.08
87568	1/2/2024	THE AFTERMARKET PARTS CO LLC	VEH#1303 PART ORDER	\$	674.26
87569	1/2/2024	TRENT, VICKI	REPLACE VOID#86320	\$	20.68
87570	1/2/2024	TROWBRIDGE ENTERPRISES	OFFICE SUPPLY	\$	1,126.05
87570	1/2/2024	TROWBRIDGE ENTERPRISES	OFFICE SUPPLY	\$	54.96
87571	1/2/2024	UNITED PARCEL SERVICE	FREIGHT	\$	181.22
87572	1/2/2024	ZARAGOZA, DANIEL	TRAVEL REIMBURSEMENT	\$	1,068.67
87573	1/5/2024	ABACHERLI, ARLETTE	RETIREE SUPPLEMENTAL	\$	87.28
87574	1/5/2024	ADAMS, ELLEN	MEDICAL SUPPLEMENTAL	\$	22.41
87575	1/5/2024	AGUIRRE, CIRO	MEDICAL SUPPLEMENTAL	\$	16.24
87576	1/5/2024	AITKEN, ANGELA	MEDICAL SUPPLEMENTAL	\$	107.68
87577	1/5/2024	ALLEN, ROBERT	MEDICAL SUPPLEMENTAL	\$	17.09
87578	1/5/2024	ANDRADE, GERALD	MEDICAL SUPPLEMENTAL	\$	40.58
87579	1/5/2024	ANN, DORICE	MEDICAL SUPPLEMENTAL	\$	20.29
87580	1/5/2024	ARCHIBEQUE, ELEANOR	MEDICAL SUPPLEMENTAL	\$	19.33
87581	1/5/2024	ARCHIBEQUE, JUANITA	MEDICAL SUPPLEMENTAL	\$	44.81
87582	1/5/2024	AVILES, PATRICIA	MEDICAL SUPPLEMENTAL	\$	22.41
87583	1/5/2024	BAN, MARK	MEDICAL SUPPLEMENTAL	\$	40.58
87584	1/5/2024	BARRY, BARTHOLOMEW	MEDICAL SUPPLEMENTAL	\$	17.09

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87585	1/5/2024	BASS, BETTY	MEDICAL SUPPLEMENTAL	\$	22.41
87586	1/5/2024	BLAIR, GARY	MEDICAL SUPPLEMENTAL	\$	17.09
87587	1/5/2024	BLIGHT, KAREN	MEDICAL SUPPLEMENTAL	\$	22.41
87588	1/5/2024	BOYD, MICHAEL	MEDICAL SUPPLEMENTAL	\$	44.81
87589	1/5/2024	BREGANTE, BATTISTA	MEDICAL SUPPLEMENTAL	\$	17.09
87590	1/5/2024	BRONSTATTER, CHERYL	MEDICAL SUPPLEMENTAL	\$	22.41
87591	1/5/2024	BRONSTATTER, WALLACE	MEDICAL SUPPLEMENTAL	\$	44.81
87592	1/5/2024	BROWN, ERNEST	MEDICAL SUPPLEMENTAL	\$	44.81
87593	1/5/2024	BROWN, KENNETH	MEDICAL SUPPLEMENTAL	\$	44.81
87594	1/5/2024	BURKET, JANET	MEDICAL SUPPLEMENTAL	\$	22.41
87595	1/5/2024	BYTHEWAY, MARY	MEDICAL SUPPLEMENTAL	\$	18.30
87596	1/5/2024	CANALES, DONNA	MEDICAL SUPPLEMENTAL	\$	32.48
87597	1/5/2024	CAPELLA, KATHLEEN	SUPPLEMENTAL MEDICAL	\$	40.58
87598	1/5/2024	CARLSON, MERRYL	MEDICAL SUPPLEMENTAL	\$	17.09
87599	1/5/2024	CASANEGA, RICHARD	MEDICAL SUPPLEMENTAL	\$	17.09
87600	1/5/2024	CAVATAIO, PASQUALE	MEDICAL SUPPLEMENTAL	\$	36.60
87601	1/5/2024	CENTER, DOUGLAS	MEDICAL SUPPLEMENTAL	\$	17.09
87602	1/5/2024	CHANDLEY, PAUL	MEDICAL SUPPLEMENTAL	\$	87.28
87603	1/5/2024	CHAVARRIA, JOHNNY	MEDICAL SUPPLEMENTAL	\$	17.09
87604	1/5/2024	CLARKE, PATRICIA	MEDICAL SUPPLEMENTAL	\$	22.41
87605	1/5/2024	CLAYTON, MICHAEL	MEDICAL SUPPLEMENTAL	\$	17.09
87606	1/5/2024	CONTRERAS-NAVARRO, FRANCISCO	MEDICAL SUPPLEMENTAL	\$	22.41
87607	1/5/2024	COTTER, ROBERT	MEDICAL SUPPLEMENTAL	\$	44.81
87608	1/5/2024	COWELL, RICHARD	MEDICAL SUPPLEMENTAL	\$	43.46
87609	1/5/2024	CRAMBLETT, LAWRENCE	MEDICAL SUPPLEMENTAL	\$	22.41
87610	1/5/2024	CRAWFORD, TERRI	RETIREE SUPPLEMENTAL	\$	22.41
87611	1/5/2024	CRUISE, RICHARD	MEDICAL SUPPLEMENTAL	\$	22.41
87612	1/5/2024	CUMMINGS, CYNTHIA	MEDICAL SUPPLEMENTAL	\$	17.09
87613	1/5/2024	CUMMINGS, PATRICIA	RETIREE SUPPLEMENTAL	\$	40.58
87614	1/5/2024	CUMMINS, MAJOR	MEDICAL SUPPLEMENTAL	\$	44.81
87615	1/5/2024	DAVIDOSKI, PATTI	MEDICAL SUPPLEMENTAL	\$	40.58
87616	1/5/2024	DEAN, RONALD	RETIREE SUPPLEMENTAL	\$	22.41
87617	1/5/2024	DEL PO, CAROLYN	RETIREE SUPPLEMENTAL	\$	17.09
87618	1/5/2024	DEVIVO, WILLIAM	MEDICAL SUPPLEMENTAL	\$	43.46
87619	1/5/2024	DOBBS, LILLIAN	MEDICAL SUPPLEMENTAL	\$	17.09
87620	1/5/2024	DORFMAN, IRIS	MEDICAL SUPPLEMENTAL	\$	22.41
87621	1/5/2024	DRAKE, JUDITH	MEDICAL SUPPLEMENTAL	\$	17.09
87622	1/5/2024	ELIA, LARRY	MEDICAL SUPPLEMENTAL	\$	17.09
87623	1/5/2024	EMERSON, WILLIAM	MEDICAL SUPPLEMENTAL	\$	44.81



# Attachment A

87624	1/5/2024	ESCARCEGA, MIGUEL	MEDICAL SUPPLEMENTAL	\$	44.81
87625	1/5/2024	FALLAU, NICHOLAS	MEDICAL SUPPLEMENTAL	\$	51.07
87626	1/5/2024	FENN, MARILYN	MEDICAL SUPPLEMENTAL	\$	22.41
87627	1/5/2024	FLAGG, PAULA	MEDICAL SUPPLEMENTAL	\$	16.24
87628	1/5/2024	FLOREZ, ROSIE	MEDICAL SUPPLEMENTAL	\$	17.09
87629	1/5/2024	FRANCIS, RUFUS	MEDICAL SUPPLEMENTAL	\$	32.48
87630	1/5/2024	GABRIEL, RICHARD	RETIREE SUPPLEMENTAL	\$	22.41
87631	1/5/2024	GABRIELE, BERNARD	MEDICAL SUPPLEMENTAL	\$	15.92
87632	1/5/2024	GABRIELE, CATHLEEN	MEDICAL SUPPLEMENTAL	\$	15.92
87633	1/5/2024	GALE, TERRY	MEDICAL SUPPLEMENTAL	\$	44.81
87634	1/5/2024	GALLOWAY, SCOTT	MEDICAL SUPPLEMENTAL	\$	17.09
87635	1/5/2024	GARBEZ, MANNY	MEDICAL SUPPLEMENTAL	\$	17.09
87636	1/5/2024	GOSE, JOHN	RETIREE SUPPLEMENTAL	\$	17.09
87637	1/5/2024	GRANADOS-BOYCE, MARIA	MEDICAL SUPPLEMENTAL	\$	40.58
87638	1/5/2024	GROBMAN, BRUCE	MEDICAL SUPPLEMENTAL	\$	17.09
87639	1/5/2024	GROSJEAN, DOUGLAS	MEDICAL SUPPLEMENTAL	\$	34.17
87640	1/5/2024	HAMM, CAROLYN	MEDICAL SUPPLEMENTAL	\$	17.09
87641	1/5/2024	HERNANDEZ, JUAN	MEDICAL SUPPLEMENTAL	\$	40.58
87642	1/5/2024	HERNANDEZ, MARGARITO	MEDICAL SUPPLEMENTAL	\$	17.09
87643	1/5/2024	HERSHEY, ANDREA	MEDICAL SUPPLEMENTAL	\$	43.46
87644	1/5/2024	HETH, KATHRYN	MEDICAL SUPPLEMENTAL	\$	22.41
87645	1/5/2024	HICKLIN, LUCILLE	MEDICAL SUPPLEMENTAL	\$	22.41
87646	1/5/2024	HILL, ANDREW	MEDICAL SUPPLEMENTAL	\$	22.41
87647	1/5/2024	HILTNER, THOMAS	MEDICAL SUPPLEMENTAL	\$	88.12
87648	1/5/2024	HOLCOMB, MICHAEL	MEDICAL SUPPLEMENTAL	\$	44.81
87649	1/5/2024	HOWARD, CAROL	MEDICAL SUPPLEMENTAL	\$	22.41
87650	1/5/2024	HYMAN, JOE	MEDICAL SUPPLEMENTAL	\$	44.81
87651	1/5/2024	JACINTO, FRANK	MEDICAL SUPPLEMENTAL	\$	40.58
87652	1/5/2024	JAHNIKE, EILEEN	MEDICAL SUPPLEMENTAL	\$	22.41
87653	1/5/2024	JUSSEL, PETE	MEDICAL SUPPLEMENTAL	\$	17.09
87654	1/5/2024	KALE, RICKEY	MEDICAL SUPPLEMENTAL	\$	44.81
87655	1/5/2024	KAMEDA, TERRY	MEDICAL SUPPLEMENTAL	\$	22.41
87656	1/5/2024	KELLY, ELOISE	MEDICAL SUPPLEMENTAL	\$	17.09
87657	1/5/2024	KONNO, DAVID	MEDICAL SUPPLEMENTAL	\$	38.65
87658	1/5/2024	LAWSON, LOIS	MEDICAL SUPPLEMENTAL	\$	22.41
87659	1/5/2024	LEFFLER, JEAN	MEDICAL SUPPLEMENTAL	\$	22.41
87660	1/5/2024	LOGIUDICE, FRED	MEDICAL SUPPLEMENTAL	\$	22.41
87661	1/5/2024	LONGNECKER, LLOYD	MEDICAL SUPPLEMENTAL	\$	44.81
87662	1/5/2024	LORENZANO, JAMES	RETIREE SUPPLEMENTAL	\$	88.12

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87663	1/5/2024	LUCIER, MARILYN	MEDICAL SUPPLEMENTAL	\$	17.09
87664	1/5/2024	LUNA, SUZANNE	RETIREE SUPPLEMENTAL	\$	39.27
87665	1/5/2024	LYNCH, GLENN	MEDICAL SUPPLEMENTAL	\$	44.81
87666	1/5/2024	MACHADO, MARGARET	MEDICAL SUPPLEMENTAL	\$	17.09
87667	1/5/2024	MALPHRUS, BRENDA	MEDICAL SUPPLEMENTAL	\$	20.29
87668	1/5/2024	MARTIN, DAWN	MEDICAL SUPPLEMENTAL	\$	44.81
87669	1/5/2024	MARTINEZ, MANUEL	RETIREE SUPPLEMENTAL	\$	105.78
87670	1/5/2024	MARTINEZ, MARK	MEDICAL SUPPLEMENTAL	\$	40.58
87671	1/5/2024	MCDONALD, JANIE	MEDICAL SUPPLEMENTAL	\$	20.33
87672	1/5/2024	MCDONALD, KEVIN	MEDICAL SUPPLEMENTAL	\$	17.09
87673	1/5/2024	MCFADDEN, IAN	MEDICAL SUPPLEMENTAL	\$	22.41
87674	1/5/2024	MCHALE, BRIAN	RETIREE SUPPLEMENTAL	\$	44.81
87675	1/5/2024	MELLON, JOHN	MEDICAL SUPPLEMENTAL	\$	17.09
87676	1/5/2024	MESECK, MARGARITA	MEDICAL SUPPLEMENTAL	\$	17.09
87677	1/5/2024	MILLER, FOREST	MEDICAL SUPPLEMENTAL	\$	17.09
87678	1/5/2024	MOREAU, DAVID	RETIREE SUPPLEMENTAL	\$	87.28
87679	1/5/2024	MORGAN, JEANETTE	MEDICAL SUPPLEMENTAL	\$	22.41
87680	1/5/2024	MORR, BONNIE	MEDICAL SUPPLEMENTAL	\$	40.58
87681	1/5/2024	MULLIS, MICHAEL	RETIREE SUPPLEMENTAL	\$	127.55
87682	1/5/2024	MUNGIOLI, LARRY	MEDICAL SUPPLEMENTAL	\$	22.41
87683	1/5/2024	MUNGUIA, GUSTAVO	MEDICAL SUPPLEMENTAL	\$	34.17
87684	1/5/2024	NABOR, GLEN	MEDICAL SUPPLEMENTAL	\$	22.41
87685	1/5/2024	NAUKKARINEN, JUKKA	MEDICAL SUPPLEMENTAL	\$	22.41
87686	1/5/2024	NELSON, EDWARD	MEDICAL SUPPLEMENTAL	\$	17.09
87687	1/5/2024	NELSON, RICHARD	MEDICAL SUPPLEMENTAL	\$	44.81
87688	1/5/2024	NIETO, MANUEL	MEDICAL SUPPLEMENTAL	\$	34.17
87689	1/5/2024	NORTH, JEFFREY	MEDICAL SUPPLEMENTAL	\$	87.28
87690	1/5/2024	NORTHON, M	MEDICAL SUPPLEMENTAL	\$	65.62
87691	1/5/2024	O'DONNELL, SHAWN	MEDICAL SUPPLEMENTAL	\$	44.81
87692	1/5/2024	O'HAGIN, JUSTINA	MEDICAL SUPPLEMENTAL	\$	22.41
87693	1/5/2024	OJEDA, ROBERTO	MEDICAL SUPPLEMENTAL	\$	44.81
87694	1/5/2024	ORTEGA, MANUELA	MEDICAL SUPPLEMENTAL	\$	22.41
87695	1/5/2024	OWENS, ROLAND	RETIREE SUPPLEMENTAL	\$	87.28
87696	1/5/2024	PARHAM, WALLACE	MEDICAL SUPPLEMENTAL	\$	22.41
87697	1/5/2024	PAULSON, STEVEN	RETIREE SUPPLEMENTAL	\$	79.75
87698	1/5/2024	PEREZ, ANTONIO	MEDICAL SUPPLEMENTAL	\$	34.17
87699	1/5/2024	PETERS, TERRIE	MEDICAL SUPPLEMENTAL	\$	22.41
87700	1/5/2024	PHILLIPS, THOMAS	MEDICAL SUPPLEMENTAL	\$	17.09
87701	1/5/2024	PHILLIPS, TYRONE	MEDICAL SUPPLEMENTAL	\$	17.09

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87702	1/5/2024	PICARELLA, FRANCIS	MEDICAL SUPPLEMENTAL	\$	17.09
87703	1/5/2024	POLANCO, JOSE	RETIREE SUPPLEMENTAL	\$	79.75
87704	1/5/2024	PRECIADO, MARY LOU	MEDICAL SUPPLEMENTAL	\$	17.09
87705	1/5/2024	PRICE, HARRY	MEDICAL SUPPLEMENTAL	\$	44.81
87706	1/5/2024	PRINCE, DEBRA	MEDICAL SUPPLEMENTAL	\$	22.41
87707	1/5/2024	PRINCE, PETER	RETIREE SUPPLEMENTAL	\$	87.28
87708	1/5/2024	PRUDDEN, RICHARD	MEDICAL SUPPLEMENTAL	\$	44.81
87709	1/5/2024	PYE, GINA	MEDICAL SUPPLEMENTAL	\$	44.81
87710	1/5/2024	RAMIREZ, MANUEL	MEDICAL SUPPLEMENTAL	\$	16.24
87711	1/5/2024	READ, TIMON	MEDICAL SUPPLEMENTAL	\$	17.09
87712	1/5/2024	REGAN, MICHAEL	MEDICAL SUPPLEMENTAL	\$	40.58
87713	1/5/2024	RHODES, BRUCE	MEDICAL SUPPLEMENTAL	\$	22.41
87714	1/5/2024	ROCHA, SHERRI	MEDICAL SUPPLEMENTAL	\$	20.29
87715	1/5/2024	ROSS, ELISABETH	MEDICAL SUPPLEMENTAL	\$	22.41
87716	1/5/2024	ROSS, EMERY	MEDICAL SUPPLEMENTAL	\$	22.41
87717	1/5/2024	ROWE, RUBY	MEDICAL SUPPLEMENTAL	\$	65.71
87718	1/5/2024	ROY, ARLEN	MEDICAL SUPPLEMENTAL	\$	22.41
87719	1/5/2024	RUIZ, ESTEVAN	RETIREE SUPPLEMENTAL	\$	40.58
87720	1/5/2024	RYLANDER, REED	MEDICAL SUPPLEMENTAL	\$	36.60
87721	1/5/2024	SALGUEIRO, MICHAEL	MEDICAL SUPPLEMENTAL	\$	40.58
87722	1/5/2024	SANCHEZ, ASCENCION	RETIREE SUPPLEMENTAL	\$	88.12
87723	1/5/2024	SANDOVAL, ANGEL	MEDICAL SUPPLEMENTAL	\$	22.41
87724	1/5/2024	SCARGILL, RAYMOND	RETIREE SUPPLEMENTAL	\$	77.23
87725	1/5/2024	SCHRAEDER, PAUL	MEDICAL SUPPLEMENTAL	\$	34.17
87726	1/5/2024	SCILLA, JOSEPH	MEDICAL SUPPLEMENTAL	\$	22.41
87727	1/5/2024	SERRATO, JUAN	MEDICAL SUPPLEMENTAL	\$	40.58
87728	1/5/2024	SILVA, EDUARDO	MEDICAL SUPPLEMENTAL	\$	17.09
87729	1/5/2024	STARKEY, THOMAS	MEDICAL SUPPLEMENTAL	\$	20.29
87730	1/5/2024	STICKEL, THOMAS	MEDICAL SUPPLEMENTAL	\$	34.17
87731	1/5/2024	SWART, RANDY	MEDICAL SUPPLEMENTAL	\$	34.17
87732	1/5/2024	TAYLOR, THOMAS	MEDICAL SUPPLEMENTAL	\$	17.09
87733	1/5/2024	THOMAS, RUSSELL	MEDICAL SUPPLEMENTAL	\$	44.81
87734	1/5/2024	TICHENOR, KENNETH	MEDICAL SUPPLEMENTAL	\$	80.77
87735	1/5/2024	TOLENTINO, SALVADOR	MEDICAL SUPPLEMENTAL	\$	39.27
87736	1/5/2024	TOVAR, SERENA	MEDICAL SUPPLEMENTAL	\$	22.41
87737	1/5/2024	TRENT, VICKI	MEDICAL SUPPLEMENTAL	\$	20.29
87738	1/5/2024	TUTTLE-CALLIS, CHERI	RETIREE SUPPLEMENTAL	\$	88.12
87739	1/5/2024	VALDEZ, JOSE	MEDICAL SUPPLEMENTAL	\$	40.58
87740	1/5/2024	VAN DE VEER, JOHN	RETIREE SUPPLEMENTAL	\$	127.55

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87741	1/5/2024	VANDERZANDE, ED	MEDICAL SUPPLEMENTAL	\$	44.81
87742	1/5/2024	VEST, SHELLY	MEDICAL SUPPLEMENTAL	\$	22.41
87743	1/5/2024	VONWAL, YVETTE	MEDICAL SUPPLEMENTAL	\$	22.41
87744	1/5/2024	WADSWORTH, RITA	MEDICAL SUPPLEMENTAL	\$	17.09
87745	1/5/2024	WALTER, KEVIN	MEDICAL SUPPLEMENTAL	\$	34.17
87746	1/5/2024	WHITE, LESLIE	MEDICAL SUPPLEMENTAL	\$	22.41
87747	1/5/2024	WHITNEY, LUCERE	MEDICAL SUPPLEMENTAL	\$	44.81
87748	1/5/2024	WILLIS, GREGORY	MEDICAL SUPPLEMENTAL	\$	107.68
87749	1/5/2024	WILSON, BONNIE	MEDICAL SUPPLEMENTAL	\$	44.81
87750	1/5/2024	WOODBIDGE, ELIZABETH	RETIREE SUPPLEMENTAL	\$	87.28
87751	1/5/2024	WU, PETER	RETIREE SUPPLEMENTAL	\$	20.29
87752	1/5/2024	WYANT, JUDI	MEDICAL SUPPLEMENTAL	\$	22.41
87753	1/5/2024	YANCY, TERRY	MEDICAL SUPPLEMENTAL	\$	22.41
87754	1/5/2024	ZENKER, JEFFREY	MEDICAL SUPPLEMENTAL	\$	51.07
87755	1/8/2024	AMAZON CAPITAL SERVICES, INC.	OFFICE SUPPLY	\$	180.09
87755	1/8/2024	AMAZON CAPITAL SERVICES, INC.	OFFICE SUPPLY	\$	79.46
87755	1/8/2024	AMAZON CAPITAL SERVICES, INC.	OFFICE SUPPLY	\$	36.40
87755	1/8/2024	AMAZON CAPITAL SERVICES, INC.	OFFICE SUPPLY	\$	24.84
87755	1/8/2024	AMAZON CAPITAL SERVICES, INC.	OFFICE SUPPLY	\$	12.66
87755	1/8/2024	AMAZON CAPITAL SERVICES, INC.	OFFICE SUPPLY	\$	137.44
87755	1/8/2024	AMAZON CAPITAL SERVICES, INC.	OFFICE SUPPLY	\$	21.79
87755	1/8/2024	AMAZON CAPITAL SERVICES, INC.	OFFICE SUPPLY/1099'S	\$	132.46
87755	1/8/2024	AMAZON CAPITAL SERVICES, INC.	OFFICE SUPPLY	\$	14.08
87755	1/8/2024	AMAZON CAPITAL SERVICES, INC.	OFFICE SUPPLY	\$	68.80
87755	1/8/2024	AMAZON CAPITAL SERVICES, INC.	OFFICE SUPPLY	\$	74.85
87755	1/8/2024	AMAZON CAPITAL SERVICES, INC.	OFFICE SUPPLY	\$	54.72
87755	1/8/2024	AMAZON CAPITAL SERVICES, INC.	OFFICE SUPPLY	\$	166.76
87756	1/8/2024	ANDREW J. O'KEEFE II	WKLY MEDIA PRODUCTIO	\$	2,000.00
87756	1/8/2024	ANDREW J. O'KEEFE II	WKLY MEDIA PRODUCTIO	\$	2,000.00
87757	1/8/2024	AT&T	11/19-12/18 OCEAN-LP	\$	786.48
87758	1/8/2024	BAUER, DONNA	REIMBURSEMENT 10F3	\$	564.78
87758	1/8/2024	BAUER, DONNA	REIMBURSEMENT 20F3	\$	419.18
87758	1/8/2024	BAUER, DONNA	REIMBURSEMENT 30F3	\$	353.91
87759	1/8/2024	BFS GROUP LLC	INVENTORY MMF	\$	54.56
87759	1/8/2024	BFS GROUP LLC	ADHESIVE OPS	\$	47.14
87759	1/8/2024	BFS GROUP LLC	SCREWS/WASHERS VER	\$	102.59
87759	1/8/2024	BFS GROUP LLC	DOOR REPAIR OPS	\$	30.25
87759	1/8/2024	BFS GROUP LLC	BUSSTOP SUPPLY VER	\$	12.00
87760	1/8/2024	BOIS, MICHAEL	PRINTING REIMBURSE	\$	114.71

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87761	1/8/2024	CARLON'S FIRE EXTINGUISHER	CARLON'S FIRE EXTINGUISHER	ANNUAL SERVICE MIMF	\$ 1,067.50
87761	1/8/2024	CARLON'S FIRE EXTINGUISHER	CARLON'S FIRE EXTINGUISHER	ANNUAL SERVICE VER	\$ 617.50
87761	1/8/2024	CARLON'S FIRE EXTINGUISHER	CARLON'S FIRE EXTINGUISHER	ANNUAL SERVICE OPS	\$ 347.50
87761	1/8/2024	CARLON'S FIRE EXTINGUISHER	CARLON'S FIRE EXTINGUISHER	ANNUAL SERVICE SMC	\$ 347.50
87761	1/8/2024	CARLON'S FIRE EXTINGUISHER	CARLON'S FIRE EXTINGUISHER	ANNUAL SERVICE SBF	\$ 90.00
87761	1/8/2024	CARLON'S FIRE EXTINGUISHER	CARLON'S FIRE EXTINGUISHER	ANNUAL SERVICE SVT	\$ 77.50
87761	1/8/2024	CARLON'S FIRE EXTINGUISHER	CARLON'S FIRE EXTINGUISHER	ANNUAL SERVICE PRC	\$ 77.50
87761	1/8/2024	CARLON'S FIRE EXTINGUISHER	CARLON'S FIRE EXTINGUISHER	ANNUAL SERVICE WTC	\$ 352.80
87762	1/8/2024	CELTIS VENTURES, INC.	CELTIS VENTURES, INC.	11/2023ONE RIDE TIME	\$ 26,245.63
87762	1/8/2024	CELTIS VENTURES, INC.	CELTIS VENTURES, INC.	11/2023 SOCIAL MEDIA	\$ 4,808.13
87762	1/8/2024	CELTIS VENTURES, INC.	CELTIS VENTURES, INC.	11/2023MISC CAMPAIGN	\$ 7,043.75
87762	1/8/2024	CELTIS VENTURES, INC.	CELTIS VENTURES, INC.	11/2023BRAND REFRESH	\$ 245.00
87762	1/8/2024	CELTIS VENTURES, INC.	CELTIS VENTURES, INC.	11/2023 REIMAGINE	\$ 27,715.63
87762	1/8/2024	CELTIS VENTURES, INC.	CELTIS VENTURES, INC.	11/2023KIDS RIDEFREE	\$ 1,715.00
87762	1/8/2024	CELTIS VENTURES, INC.	CELTIS VENTURES, INC.	2402 WEBSITE REDESIG	\$ 11,545.63
87762	1/8/2024	CELTIS VENTURES, INC.	CELTIS VENTURES, INC.	11/2023ONE RIDE TIME	\$ 6,044.78
87762	1/8/2024	CELTIS VENTURES, INC.	CELTIS VENTURES, INC.	11/2023 REIMAGINE	\$ 14,347.22
87763	1/8/2024	CINTAS CORPORATION NO.2	CINTAS CORPORATION NO.2	FIRSTAID RESTOCK VER	\$ 50.50
87764	1/8/2024	CLEAN ENERGY	CLEAN ENERGY	8/30/23CORRECTIVE SV	\$ 364.50
87764	1/8/2024	CLEAN ENERGY	CLEAN ENERGY	11/29/23CORRECTIVE S	\$ 430.56
87764	1/8/2024	CLEAN ENERGY	CLEAN ENERGY	12/7/23CORRECTIVE SV	\$ 1,428.30
87764	1/8/2024	CLEAN ENERGY	CLEAN ENERGY	12/18/23 MAINTENANCE	\$ 20,628.00
87765	1/8/2024	COAST PAPER & SUPPLY INC.	COAST PAPER & SUPPLY INC.	INVENTORY	\$ 70.35
87765	1/8/2024	COAST PAPER & SUPPLY INC.	COAST PAPER & SUPPLY INC.	INVENTORY	\$ 1,030.23
87766	1/8/2024	COASTAL LANDSCAPING INC.	COASTAL LANDSCAPING INC.	01/2024 LANDSCAPING	\$ 2,890.00
87767	1/8/2024	ECOLANE USA, INC-CID 253	ECOLANE USA, INC-CID 253	ON-SITE TRAINING PRC	\$ 7,000.00
87768	1/8/2024	ENVIRONMENTAL LOGISTICS INC	ENVIRONMENTAL LOGISTICS INC	NON-HAZ WASTE DISPOS	\$ 4,092.50
87769	1/8/2024	ESTRADA, URIEL	ESTRADA, URIEL	BOOT REIMBURSEMENT	\$ 250.00
87770	1/8/2024	EXPRESS SERVICES INC.	EXPRESS SERVICES INC.	TEMP W/E 11/26/2023	\$ 680.16
87770	1/8/2024	EXPRESS SERVICES INC.	EXPRESS SERVICES INC.	TEMP W/E 12/03/2023	\$ 906.88
87770	1/8/2024	EXPRESS SERVICES INC.	EXPRESS SERVICES INC.	TEMP W/E 12/10/2023	\$ 906.88
87770	1/8/2024	EXPRESS SERVICES INC.	EXPRESS SERVICES INC.	TEMP W/E 12/17/2023	\$ 836.03
87771	1/8/2024	GARY SCOTT GREGG III	GARY SCOTT GREGG III	ARTICLE 1	\$ 2,500.00
87772	1/8/2024	JOHNSON CONTROLS INC	JOHNSON CONTROLS INC	01/01-03/31/2024 WTC	\$ 553.69
87773	1/8/2024	LOOKOUT LOCAL INC	LOOKOUT LOCAL INC	CARMAGEDDON SPON PKG	\$ 1,100.00
87774	1/8/2024	MENDOZA, URIEL	MENDOZA, URIEL	CDL RENEW REIMBURSE	\$ 53.00
87775	1/8/2024	MISSION UNIFORM	MISSION UNIFORM	TOWELS, MAT PARACRUZ	\$ 18.50
87775	1/8/2024	MISSION UNIFORM	MISSION UNIFORM	TOWEL,MOP,MAT MIMF	\$ 41.75
87775	1/8/2024	MISSION UNIFORM	MISSION UNIFORM	TOWELS,MAT PARACRUZ	\$ 18.50

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87775	1/8/2024	MISSION UNIFORM	TOWELS,MOPS,MATS MMF	\$	41.75
87776	1/8/2024	MURUATO, GLORIA	PRC#29114 REFUND	\$	88.00
87777	1/8/2024	PACIFIC GAS & ELECTRIC	11/29-12/28 G&E OPS	\$	6,228.47
87777	1/8/2024	PACIFIC GAS & ELECTRIC	11/29-12/28/23 SMC	\$	3,448.99
87778	1/8/2024	PENA, LEONARDO	TRAVEL REIMBURSEMENT	\$	713.21
87779	1/8/2024	RANDY & LARAE WEST	PROP RCPTS CUST SVC	\$	573.56
87780	1/8/2024	RESENDIZ, OSWALDO	DMV PERMIT REIMBURSE	\$	53.00
87781	1/8/2024	RICOH USA, INC CA	12/14/23-1/13/24 PRC	\$	70.09
87781	1/8/2024	RICOH USA, INC CA	10/1-12/31/23 ADMIN	\$	2,626.75
87782	1/8/2024	RIVERSIDE LIGHTING, INC.	LIGHTBULB RPLC WTC	\$	9.53
87783	1/8/2024	ROSS, MARGO	MTG MEALS REIMBURSE	\$	153.74
87784	1/8/2024	SAFETY-KLEEN SYSTEMS INC	PARTS WASH SVC MMF	\$	4,840.40
87785	1/8/2024	SANTA CRUZ STAFFING, LLC	TEMP W/E 12/17/2023	\$	968.36
87785	1/8/2024	SANTA CRUZ STAFFING, LLC	TEMP W/E 12/17/2023	\$	737.80
87785	1/8/2024	SANTA CRUZ STAFFING, LLC	TEMP W/E 12/24/2023	\$	733.15
87785	1/8/2024	SANTA CRUZ STAFFING, LLC	TEMP W/E 12/24/2023	\$	819.28
87786	1/8/2024	SERRANO, JUAN	PHYSICAL REIMBURSE	\$	150.00
87787	1/8/2024	SKIPPER, STEVEN	DMV PERMIT REIMBURSE	\$	53.00
87788	1/8/2024	SOLORIO-GOMEZ, RINA	DMV EXAM REIMBURSE	\$	150.00
87788	1/8/2024	SOLORIO-GOMEZ, RINA	EMP INCENTIVE REIMB	\$	73.13
87789	1/8/2024	T-MOBILE USA, INC.	11/21-12/20TVM COMMS	\$	23.80
87790	1/8/2024	T.Y. CUSTOM DESIGN,INC.	SUPE BADGES OPS	\$	988.43
87791	1/8/2024	TERRBERRY CO., LLC	ANNIVERSARY AWARD	\$	175.71
87792	1/8/2024	TROWBRIDGE ENTERPRISES	COPY PAPER ADMIN	\$	1,540.10
87792	1/8/2024	TROWBRIDGE ENTERPRISES	OFFICE SUPPLY	\$	78.20
87793	1/8/2024	WEBER, HAYES & ASSOCIATES INC	CAP INSPECTIONS SMC	\$	950.00
87794	1/8/2024	WOLFENDEN, JOHN	DMV PERMIT REIMBURSE	\$	53.00
87795	1/16/2024	AIRTEC SERVICE INC.	1906D BAY 11 MMF	\$	7,089.10
87796	1/16/2024	AMAZON CAPITAL SERVICES, INC.	LAMINATOR PRC	\$	334.63
87796	1/16/2024	AMAZON CAPITAL SERVICES, INC.	OFFICE SUPPLY PRC	\$	288.66
87796	1/16/2024	AMAZON CAPITAL SERVICES, INC.	SPACE HEATER CRZ	\$	132.94
87796	1/16/2024	AMAZON CAPITAL SERVICES, INC.	OFFICE SUPPLY PRC	\$	70.99
87796	1/16/2024	AMAZON CAPITAL SERVICES, INC.	EMP INCENTIVE PRC	\$	107.89
87796	1/16/2024	AMAZON CAPITAL SERVICES, INC.	LETTER OPENER ADMIN	\$	17.47
87796	1/16/2024	AMAZON CAPITAL SERVICES, INC.	OFFICE SUPPLY ADMIN	\$	7.21
87797	1/16/2024	AMERICAN MESSAGING SVCS, LLC	1/2024 PAGER MMF/FLT	\$	36.01
87798	1/16/2024	ANDRADE, GERALD	REPLACE VOID#85168	\$	41.36
87799	1/16/2024	ANN, DORICE	REPLACE 3 VOID CKS	\$	56.70
87800	1/16/2024	AT&T	12/1-12/31/23 PT-PT2	\$	546.20

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87801	1/16/2024	ATHENS INSURANCE SERVICE, INC.	01/2024 MONTHLY FEE	\$	4,334.92
87802	1/16/2024	BFS GROUP LLC	BUSSTOP MAINT VER	\$	24.85
87802	1/16/2024	BFS GROUP LLC	BUSSTOP MAINT VER	\$	69.90
87802	1/16/2024	BFS GROUP LLC	PARTS SBF	\$	26.33
87802	1/16/2024	BFS GROUP LLC	REPAIR WTC	\$	15.52
87802	1/16/2024	BFS GROUP LLC	BUSSTOP MAINT FIELD	\$	163.75
87802	1/16/2024	BFS GROUP LLC	BUSSTOP MAINT VER	\$	25.30
87803	1/16/2024	CALIFORNIA NEWSPAPERS P'SHIP	CM ORG#0006755237	\$	(134.10)
87803	1/16/2024	CALIFORNIA NEWSPAPERS P'SHIP	UNCLAIMED PROP ADS	\$	160.00
87804	1/16/2024	CAPITALEGE ADVOCACY, INC.	1/2024 LEGISLATE SVC	\$	5,250.00
87805	1/16/2024	CINTAS CORPORATION NO.2	FIRSTAID RESTOCK SMC	\$	154.83
87806	1/16/2024	CITY OF SCOTTS VALLEY	2024ANNUAL ALARM REG	\$	62.00
87807	1/16/2024	COOPERATIVE PERSONNEL SERVICES	HR TRAINING	\$	1,680.00
87808	1/16/2024	D & G SANITATION	12/2023 RENTAL FIELD	\$	309.19
87809	1/16/2024	DOBBS, LILLIAN	REP VOID#82783.83320	\$	29.96
87810	1/16/2024	EHDAIE, SUZAN	TRAVEL REIMBURSEMENT	\$	757.65
87811	1/16/2024	EXPRESS SERVICES INC.	TEMP W/E 12/24/2023	\$	1,133.60
87812	1/16/2024	FARILLAS, ANN	ORIENTATION REIMBURS	\$	52.44
87813	1/16/2024	FASTENAL COMPANY INC	NITRILE GLOVES PRC	\$	229.43
87814	1/16/2024	FLAGG, PAULA	REP VOID#85231.85699	\$	28.32
87815	1/16/2024	GALLAGHER BENEFIT SERVICES INC	11/2023 CLASS&COMP	\$	4,347.50
87816	1/16/2024	GREENWASTE RECOVERY, INC.	12/01-12/31/2023 SVT	\$	478.61
87816	1/16/2024	GREENWASTE RECOVERY, INC.	12/01-12/31/2023 PRC	\$	512.10
87817	1/16/2024	J.J.R ENTERPRISES,INC.	TONER	\$	128.93
87817	1/16/2024	J.J.R ENTERPRISES,INC.	TONER	\$	710.14
87818	1/16/2024	JOHNSON, DENIS	REPLACE VOID#81257	\$	100.00
87819	1/16/2024	KROVETZ, MARC	VTT&CDL REIMBURSEMEN	\$	63.00
87820	1/16/2024	LEONARD, CHRISTOPHER	TRAVEL REIMBURSEMENT	\$	420.65
87821	1/16/2024	MISSION UNIFORM	TOWEL,MOP,MAT,UNFRM	\$	31.85
87821	1/16/2024	MISSION UNIFORM	TOWEL,MOP,MAT,UNFRM	\$	31.85
87821	1/16/2024	MISSION UNIFORM	TOWELS,MAT PARACRUZ	\$	18.50
87822	1/16/2024	MISTRY, SUZIE	RTC MTG REIMBURSEMEN	\$	95.48
87823	1/16/2024	MONTESINO, EDUARDO	SIGNS,MEAL REIMB	\$	1,308.27
87824	1/16/2024	MPRESS DIGITAL,INC	PRINTING MKTG	\$	467.59
87825	1/16/2024	NIDAL HALABI & NADA ALGHARIB	NAME PLATE ADMIN	\$	34.96
87826	1/16/2024	PACIFIC GAS & ELECTRIC	11/22-1/35VT,WTC,PNR	\$	3,408.90
87827	1/16/2024	PEDX COURIER AND CARGO	12/2023 COURIER SVC	\$	1,705.00
87828	1/16/2024	PIED PIPER EXTERMINATORS, INC.	01/2024 PEST MMF	\$	217.50
87828	1/16/2024	PIED PIPER EXTERMINATORS, INC.	01/2024PEST OPS PKNG	\$	212.50

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87828	1/16/2024	PIED PIPER EXTERMINATORS, INC.	01/2024 PEST OPS CRK	\$	255.00
87829	1/16/2024	POKRIEFKA, STEVEN	REIMBURSEMENT	\$	52.77
87830	1/16/2024	QUADIENT FINANCE USA INC	12/2023 POSTAGE 1598	\$	600.00
87831	1/16/2024	QUEST DIAGNOSTIC INC.	12/2023DOT DRUG TEST	\$	1,052.00
87832	1/16/2024	RANDY & LARAE WEST	BUSINESS CARDS	\$	68.83
87833	1/16/2024	RNS COMMUNICATIONS, INC.	1/10-2/9/24 DMV ADS	\$	900.00
87834	1/16/2024	SABNIS, MANASI	SPHR RECERT REIMB	\$	169.00
87835	1/16/2024	SANTA CRUZ METRO TRANSIT W/C	PREFUND CL#199910321	\$	175,000.00
87835	1/16/2024	SANTA CRUZ METRO TRANSIT W/C	12/2023 REPLENISHMEN	\$	168,649.30
87836	1/16/2024	SANTA CRUZ STAFFING, LLC	TEMP W/E 12/17/2023	\$	945.00
87836	1/16/2024	SANTA CRUZ STAFFING, LLC	TEMP W/E 12/17/2023	\$	744.00
87836	1/16/2024	SANTA CRUZ STAFFING, LLC	TEMP W/E 12/24/2023	\$	877.50
87836	1/16/2024	SANTA CRUZ STAFFING, LLC	TEMP W/E 12/24/2023	\$	697.50
87837	1/16/2024	SCHINDLER ELEVATOR CORPORATION	ELEVATOR REPAIR OPS	\$	1,642.36
87837	1/16/2024	SCHINDLER ELEVATOR CORPORATION	ELEVATOR REPAIR OPS	\$	913.74
87837	1/16/2024	SCHINDLER ELEVATOR CORPORATION	ELEVATOR REPAIR OPS	\$	1,792.23
87837	1/16/2024	SCHINDLER ELEVATOR CORPORATION	ELEVATOR REPAIR OPS	\$	1,251.50
87838	1/16/2024	SLATER, ROBYN	REPLACE VOID#85347	\$	110.99
87839	1/16/2024	SOQUEL III ASSOCIATES	RECON TRUE UP	\$	311.74
87840	1/16/2024	SWRCB	2024STORMWATERPERMIT	\$	75.00
87841	1/16/2024	THE HOSE SHOP, INC	TRIGGER GUN MIMF	\$	127.43
87841	1/16/2024	THE HOSE SHOP, INC	HOSE ASSEMBLY SBF	\$	137.75
87841	1/16/2024	THE HOSE SHOP, INC	PRESSUREWASHHOSE MIMF	\$	347.72
87842	1/16/2024	**DO NOT USE**TOUPS,DEREK	TRAVEL REIMBURSEMENT	\$	875.63
87843	1/16/2024	TROWBRIDGE ENTERPRISES	OFFICE SUPPLY ADMIN	\$	38.54
87844	1/16/2024	VERIZON WIRELESS	12/2/23-1/1/24 ADMIN	\$	38.52
87844	1/16/2024	VERIZON WIRELESS	12/2/23-1/1/24TABMMF	\$	577.80
87845	1/16/2024	WORKFORCEQA, LLC	11/2023DOT/DRUG TEST	\$	196.00
87846	1/22/2024	ABC BUS INC	INVENTORY ORDER	\$	116.68
87846	1/22/2024	ABC BUS INC	INVENTORY ORDER	\$	76.01
87847	1/22/2024	AMAZON CAPITAL SERVICES, INC.	STAND-UP DESK IT	\$	371.44
87847	1/22/2024	AMAZON CAPITAL SERVICES, INC.	MONITORS/STAND IT	\$	484.73
87847	1/22/2024	AMAZON CAPITAL SERVICES, INC.	OFFICE SUPPLY ADMIN	\$	23.34
87847	1/22/2024	AMAZON CAPITAL SERVICES, INC.	MISC SUPPLY PARACRUZ	\$	339.12
87847	1/22/2024	AMAZON CAPITAL SERVICES, INC.	BANK BAGS CUST SVC	\$	101.75
87847	1/22/2024	AMAZON CAPITAL SERVICES, INC.	SPACE HEATER PARTS	\$	54.61
87847	1/22/2024	AMAZON CAPITAL SERVICES, INC.	FRAMES ADMIN	\$	85.18
87848	1/22/2024	AT&T	12/13-1/12 PT-PT1	\$	1,729.20
87848	1/22/2024	AT&T	12/10-1/9DIST INTRNT	\$	1,431.33



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87849	1/22/2024	AVAAP USA LLC	1904 MONTHLY FEE	\$	71,768.02
87849	1/22/2024	AVAAP USA LLC	1904 PHASE1 TESTING	\$	23,922.67
87850	1/22/2024	BFS GROUP LLC	HOSE REPLACEMENT MMF	\$	27.31
87850	1/22/2024	BFS GROUP LLC	GRAFFITI ABATEMT FLD	\$	18.12
87850	1/22/2024	BFS GROUP LLC	TV MOUNT PARTS PRC	\$	13.24
87850	1/22/2024	BFS GROUP LLC	TV MOUNT PARTS PRC	\$	47.52
87850	1/22/2024	BFS GROUP LLC	PARTS ORDER SBF	\$	13.74
87850	1/22/2024	BFS GROUP LLC	PARTS ORDER SBF	\$	23.87
87851	1/22/2024	BRASS KEY LOCKSMITH INC	KEYS FLEET	\$	9.84
87852	1/22/2024	BROWN ARMSTRONG ACCOUNTANCY	BAL DUE 2023 AUDIT	\$	4,275.00
87853	1/22/2024	CALDERON, LUIS	TOOL REIMBURSEMENT	\$	500.00
87854	1/22/2024	CALIFORNIA DEPARTMENT OF TAX	10-12/2023DIESEL TAX	\$	369.00
87855	1/22/2024	CALIFORNIA NEWSPAPER P'SHIP	13 WEEK RENEWAL	\$	112.30
87856	1/22/2024	CINTAS CORPORATION NO.2	FIRSTAID RESTOCK WTC	\$	169.76
87857	1/22/2024	CLEAN ENERGY	FS CORRECTIVE SERVIC	\$	12,775.40
87857	1/22/2024	CLEAN ENERGY	CM ORG#CEW12636414	\$	(12,775.40)
87857	1/22/2024	CLEAN ENERGY	PART ORDER SBF	\$	10,882.42
87857	1/22/2024	CLEAN ENERGY	FS CORRECTIVE SERVIC	\$	745.20
87858	1/22/2024	COAST PAPER & SUPPLY INC.	CLEANING SUPPLY MMF	\$	139.84
87858	1/22/2024	COAST PAPER & SUPPLY INC.	CLEANING SUPPLY MMF	\$	537.51
87859	1/22/2024	CONNER WATER SYSTEMS, INC	12/18/2023 SVC SBF	\$	175.00
87860	1/22/2024	CREATIVE BUS SALES, INC	INVENTORY ORDER	\$	381.69
87860	1/22/2024	CREATIVE BUS SALES, INC	INVENTORY ORDER	\$	120.91
87861	1/22/2024	CROSSLINE SUPPLY, LLC	INVENTORY ORDER	\$	5,440.65
87861	1/22/2024	CROSSLINE SUPPLY, LLC	VEH#1207 PART ORDER	\$	2,032.05
87862	1/22/2024	CTSIPA (CALTIP)	12/2023 CODE=1500	\$	20,494.95
87863	1/22/2024	CUMMINS,INC	VEH#4204 PART ORDER	\$	47.66
87863	1/22/2024	CUMMINS,INC	INVENTORY ORDER	\$	449.35
87863	1/22/2024	CUMMINS,INC	VEH#1206 PART ORDER	\$	4,060.64
87863	1/22/2024	CUMMINS,INC	INVENTORY ORDER	\$	180.37
87863	1/22/2024	CUMMINS,INC	INVENTORY ORDER	\$	287.24
87863	1/22/2024	CUMMINS,INC	VEH#11026 PART ORDER	\$	147.24
87863	1/22/2024	CUMMINS,INC	VEH#11026 PART ORDER	\$	4,021.13
87863	1/22/2024	CUMMINS,INC	INVENTORY ORDER	\$	126.10
87864	1/22/2024	DEPARTMENT OF JUSTICE	12/2023FINGERPRINTIN	\$	1,216.00
87865	1/22/2024	DG INVEST INTERM HOLDINGS2,INC	2405 SEC CAM UPGRD	\$	21,129.17
87866	1/22/2024	EAST BAY TIRE CO.	NON-REVENUE TIRES	\$	810.45
87866	1/22/2024	EAST BAY TIRE CO.	REVENUE TIRES	\$	2,744.04
87866	1/22/2024	EAST BAY TIRE CO.	REVENUE TIRES	\$	189.08

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87866	1/22/2024	EAST BAY TIRE CO.		REVENUE TIRES	\$	36.06
87866	1/22/2024	EAST BAY TIRE CO.		REVENUE TIRES	\$	4,109.10
87866	1/22/2024	EAST BAY TIRE CO.		REVENUE TIRES	\$	1,629.60
87866	1/22/2024	EAST BAY TIRE CO.		REVENUE TIRES	\$	263.36
87866	1/22/2024	EAST BAY TIRE CO.		REVENUE TIRES	\$	840.00
87867	1/22/2024	EMPLOYNET, INC		TEMP W/E 12/17/2023	\$	1,200.00
87867	1/22/2024	EMPLOYNET, INC		TEMP W/E 12/24/2023	\$	1,200.00
87867	1/22/2024	EMPLOYNET, INC		TEMP W/E 12/31/2023	\$	960.00
87868	1/22/2024	FASTENAL COMPANY INC		NON-INVENTORY ORDER	\$	216.03
87868	1/22/2024	FASTENAL COMPANY INC		INV/SFTY VEND MACH	\$	410.92
87868	1/22/2024	FASTENAL COMPANY INC		INV/SFTY VEND MACH	\$	163.22
87868	1/22/2024	FASTENAL COMPANY INC		NON-INVENTORY ORDER	\$	83.25
87868	1/22/2024	FASTENAL COMPANY INC		DRILL BIT SET MFM	\$	392.33
87868	1/22/2024	FASTENAL COMPANY INC		NON-INVENTORY ORDER	\$	44.13
87868	1/22/2024	FASTENAL COMPANY INC		NON-INVENTORY ORDER	\$	117.38
87868	1/22/2024	FASTENAL COMPANY INC		INV/SFTY VEND MACH	\$	336.45
87869	1/22/2024	FIRST ALARM SECURITY & PATROL		12/2023 SECURITY	\$	56,105.20
87870	1/22/2024	FIRST ALARM		1/1-3/31/24 FIRE MFM	\$	438.00
87871	1/22/2024	FIS		12/2023MERCHANT FEES	\$	437.55
87872	1/22/2024	FREEDOM ASSOCIATES, LLC		02/2024 RENT FREEDOM	\$	15,000.00
87873	1/22/2024	GARDA CL WEST, INC.		01/2024 VAULT SVC	\$	10,109.89
87873	1/22/2024	GARDA CL WEST, INC.		01/2024 SERVICES	\$	623.36
87874	1/22/2024	GILLIG LLC		INVENTORY ORDER	\$	27.01
87874	1/22/2024	GILLIG LLC		INVENTORY ORDER	\$	456.02
87874	1/22/2024	GILLIG LLC		VEH#4207 PART ORDER	\$	3.86
87874	1/22/2024	GILLIG LLC		INVENTORY ORDER	\$	5.72
87874	1/22/2024	GILLIG LLC		INVENTORY ORDER	\$	1,200.33
87874	1/22/2024	GILLIG LLC		INVENTORY ORDER	\$	637.00
87875	1/22/2024	GRAINGER		INVENTORY ORDER	\$	80.49
87875	1/22/2024	GRAINGER		NON-INVENTORY ORDER	\$	5.23
87875	1/22/2024	GRAINGER		INVENTORY ORDER	\$	6.60
87875	1/22/2024	GRAINGER		INVENTORY ORDER	\$	317.79
87875	1/22/2024	GRAINGER		NON-INVENTORY ORDER	\$	327.10
87875	1/22/2024	GRAINGER		BUSSTOP MAINT VER	\$	205.34
87876	1/22/2024	HANSON BRIDGETT LLP		12/2023 RETAINER	\$	27,869.00
87876	1/22/2024	HANSON BRIDGETT LLP		M#032117.001002	\$	1,385.20
87876	1/22/2024	HANSON BRIDGETT LLP		M#032117.004002	\$	2,782.40
87876	1/22/2024	HANSON BRIDGETT LLP		M#032117.005001	\$	3,790.80
87876	1/22/2024	HANSON BRIDGETT LLP		M#032117.005002	\$	89.40

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87876	1/22/2024	HANSON BRIDGETT LLP	1/22/2024	M#032117.006001	\$	319.90
87876	1/22/2024	HANSON BRIDGETT LLP	1/22/2024	M#032117.006012	\$	760.00
87876	1/22/2024	HANSON BRIDGETT LLP	1/22/2024	M#032117.006013	\$	1,728.40
87876	1/22/2024	HANSON BRIDGETT LLP	1/22/2024	M#032117.008004	\$	5,560.80
87877	1/22/2024	HOWARD, CAROL	1/22/2024	REPLACE 3VOID CHECKS	\$	55.70
87878	1/22/2024	HUNT & SONS, INC.	1/22/2024	INVENTORY ORDER	\$	3,467.18
87879	1/22/2024	IPMA-HR	1/22/2024	IPMA-CP HR	\$	250.00
87879	1/22/2024	IPMA-HR	1/22/2024	MEMBERSHIP RENEWAL	\$	175.00
87880	1/22/2024	J.J. KELLER & ASSOCIATES INC	1/22/2024	HR TRAINING	\$	507.65
87881	1/22/2024	J.J.R ENTERPRISES,INC.	1/22/2024	TONER IT	\$	296.34
87882	1/22/2024	KELLEY'S SERVICE INC.	1/22/2024	CM ORG#K-2389668	\$	(21.57)
87882	1/22/2024	KELLEY'S SERVICE INC.	1/22/2024	CM ORG#K-2387451	\$	(424.94)
87882	1/22/2024	KELLEY'S SERVICE INC.	1/22/2024	CM ORG#K-2384312	\$	(51.37)
87882	1/22/2024	KELLEY'S SERVICE INC.	1/22/2024	CM ORG#K-2391415	\$	(170.44)
87882	1/22/2024	KELLEY'S SERVICE INC.	1/22/2024	INVENTORY ORDER	\$	312.17
87882	1/22/2024	KELLEY'S SERVICE INC.	1/22/2024	INVENTORY ORDER	\$	9.11
87882	1/22/2024	KELLEY'S SERVICE INC.	1/22/2024	CM ORG#K-2393223	\$	(121.72)
87882	1/22/2024	KELLEY'S SERVICE INC.	1/22/2024	CM ORG#K-2399438	\$	(64.46)
87882	1/22/2024	KELLEY'S SERVICE INC.	1/22/2024	INVENTORY ORDER	\$	248.32
87882	1/22/2024	KELLEY'S SERVICE INC.	1/22/2024	CM ORG#K-2403659	\$	(64.46)
87882	1/22/2024	KELLEY'S SERVICE INC.	1/22/2024	INVENTORY ORDER	\$	1,119.33
87882	1/22/2024	KELLEY'S SERVICE INC.	1/22/2024	ORG#K2319420,2160452	\$	(36.00)
87882	1/22/2024	KELLEY'S SERVICE INC.	1/22/2024	INVENTORY ORDER	\$	2,221.04
87882	1/22/2024	KELLEY'S SERVICE INC.	1/22/2024	INVENTORY ORDER	\$	2,221.04
87882	1/22/2024	KELLEY'S SERVICE INC.	1/22/2024	INV/NON-INV ORDER	\$	782.28
87882	1/22/2024	KELLEY'S SERVICE INC.	1/22/2024	INV/NON-INV ORDER	\$	1,070.82
87883	1/22/2024	LUMINATOR TECH GROUP GLOBAL,	1/22/2024	CAMERA REPAIR	\$	453.13
87884	1/22/2024	MAINTSTAR	1/22/2024	ANNUAL SUPPORT	\$	58,393.18
87885	1/22/2024	MGP XI REIT,LLC	1/22/2024	02/2024RENT CAPITOLA	\$	2,450.56
87886	1/22/2024	MID VALLEY SUPPLY INC.	1/22/2024	JANITORIAL-SPLY MMF	\$	2,475.36
87887	1/22/2024	MISSION UNIFORM	1/22/2024	TOWEL,MOP,UNIFORM	\$	31.85
87887	1/22/2024	MISSION UNIFORM	1/22/2024	TOWEL,MOP,MATS MMF	\$	41.75
87887	1/22/2024	MISSION UNIFORM	1/22/2024	TOWEL,MOP,MAT MMF	\$	41.75
87888	1/22/2024	NIDAL HALABI & NADA ALGHARIB	1/22/2024	NAME PLATE MKTG	\$	27.31
87888	1/22/2024	NIDAL HALABI & NADA ALGHARIB	1/22/2024	NAME PLATES MKTG	\$	49.16
87889	1/22/2024	NORTHCUTT, ALTA	1/22/2024	BOD NOTARY FEE REIMB	\$	15.00
87890	1/22/2024	PACIFIC GAS & ELECTRIC	1/22/2024	11/29-12/27RIVER CHG	\$	11,953.58
87891	1/22/2024	PIED PIPER EXTERMINATORS, INC.	1/22/2024	01/2024 PEST SVT	\$	65.00
87891	1/22/2024	PIED PIPER EXTERMINATORS, INC.	1/22/2024	01/2024 PEST SMC MKT	\$	55.50

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87891	1/22/2024	PIED PIPER EXTERMINATORS, INC.	01/2024 PEST WTC MKT	\$	79.50
87891	1/22/2024	PIED PIPER EXTERMINATORS, INC.	01/2024 PEST WTC	\$	65.00
87891	1/22/2024	PIED PIPER EXTERMINATORS, INC.	01/2024 PEST SMC	\$	65.00
87891	1/22/2024	PIED PIPER EXTERMINATORS, INC.	01/2024 PEST SMC TAQ	\$	40.00
87892	1/22/2024	QUADIANT LEASING USA, INC.	2/3-5/2/24 LEASE PRC	\$	212.55
87893	1/22/2024	RIVERSIDE LIGHTING, INC.	LITESWITCH REP SBF	\$	62.45
87894	1/22/2024	SANTA CRUZ MUNICIPAL UTILITIES	12/1-12/31 IRRIG VER	\$	231.30
87894	1/22/2024	SANTA CRUZ MUNICIPAL UTILITIES	12/1-12/31 IRRIG SBF	\$	14.39
87895	1/22/2024	SANTA CRUZ STAFFING, LLC	TEMP W/E 01/07/2024	\$	374.33
87895	1/22/2024	SANTA CRUZ STAFFING, LLC	TEMP W/E 01/07/2024	\$	607.50
87895	1/22/2024	SANTA CRUZ STAFFING, LLC	TEMP W/E 01/07/2024	\$	1,240.00
87895	1/22/2024	SANTA CRUZ STAFFING, LLC	TEMP W/E 12/31/2023	\$	418.50
87895	1/22/2024	SANTA CRUZ STAFFING, LLC	TEMP W/E 01/07/2024	\$	728.50
87896	1/22/2024	SCMTD PETTY CASH - CUST SVC	REPLENISH PETTY CASH	\$	65.66 VOIDED
87896	1/30/2024	SCMTD PETTY CASH - CUST SVC	REPLENISH PETTY CASH	\$	(65.66) **VOID
87897	1/22/2024	SCOTT'S VALLEY WATER DISTRICT	12/1-12/31/23 SVT	\$	315.69
87897	1/22/2024	SCOTT'S VALLEY WATER DISTRICT	12/1-12/31/23IRR SVT	\$	101.65
87898	1/22/2024	SOQUEL III ASSOCIATES	02/2024RENT RESEARCH	\$	10,580.02
87899	1/22/2024	SPX TECHNOLOGIES, INC.	INVENTORY ORDER	\$	290.04
87900	1/22/2024	T.Y. CUSTOM DESIGN, INC.	OPERATOR PATCHES OPS	\$	4,740.68
87900	1/22/2024	T.Y. CUSTOM DESIGN, INC.	OPERATOR PATCHES OPS	\$	294.98
87901	1/22/2024	THE AFTERMARKET PARTS CO LLC	VEH#2602 PART ORDER	\$	1.12
87901	1/22/2024	THE AFTERMARKET PARTS CO LLC	VEH#2807 PART ORDER	\$	85.74
87901	1/22/2024	THE AFTERMARKET PARTS CO LLC	VEH#2708 PART ORDER	\$	2,209.09
87901	1/22/2024	THE AFTERMARKET PARTS CO LLC	INVENTORY ORDER	\$	878.02
87901	1/22/2024	THE AFTERMARKET PARTS CO LLC	SR1739 60' MANUALS	\$	250.00
87902	1/22/2024	THE HOSE SHOP, INC	VEH#1201 PART ORDER	\$	32.45
87903	1/22/2024	TROWBRIDGE ENTERPRISES	OFFICE SUPPLY OPS	\$	103.70
87903	1/22/2024	TROWBRIDGE ENTERPRISES	OFFICE SUPPLY OPS	\$	651.71
87903	1/22/2024	TROWBRIDGE ENTERPRISES	OFFICE SUPPLY OPS	\$	11.34
87903	1/22/2024	TROWBRIDGE ENTERPRISES	OFFICE SUPPLY OPS	\$	384.91
87904	1/22/2024	UNITED PARCEL SERVICE	FREIGHT	\$	16.00
87904	1/22/2024	UNITED PARCEL SERVICE	FREIGHT	\$	16.00
87904	1/22/2024	UNITED PARCEL SERVICE	FREIGHT	\$	16.90
87904	1/22/2024	UNITED PARCEL SERVICE	FREIGHT	\$	44.61
87905	1/22/2024	VERIZON WIRELESS	11/23-12/22 BUS WIFI	\$	4,550.90
87906	1/22/2024	ZOOM VIDEO COMMUNICATIONS, INC	11/30-12/30/23 ZOOM	\$	85.72
87906	1/22/2024	ZOOM VIDEO COMMUNICATIONS, INC	12/31/23-1/30/24ZOOM	\$	85.72
87907	1/24/2024	ABACHERLI, ARLETTE	RETIREE SUPPLEMENTAL	\$	87.28

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87908	1/24/2024	ADAMS, ELLEN	MEDICAL SUPPLEMENTAL	\$	22.41
87909	1/24/2024	AGUIRRE, CIRO	MEDICAL SUPPLEMENTAL	\$	16.24
87910	1/24/2024	AITKEN, ANGELA	MEDICAL SUPPLEMENTAL	\$	107.68
87911	1/24/2024	ALLEN, ROBERT	MEDICAL SUPPLEMENTAL	\$	17.09
87912	1/24/2024	ANDRADE, GERALD	MEDICAL SUPPLEMENTAL	\$	40.58
87913	1/24/2024	ANN, DORICE	MEDICAL SUPPLEMENTAL	\$	20.29
87914	1/24/2024	ARCHIBEQUE, ELEANOR	MEDICAL SUPPLEMENTAL	\$	19.33
87915	1/24/2024	ARCHIBEQUE, JUANITA	MEDICAL SUPPLEMENTAL	\$	44.81
87916	1/24/2024	AVILES, PATRICIA	MEDICAL SUPPLEMENTAL	\$	22.41
87917	1/24/2024	BAN, MARK	MEDICAL SUPPLEMENTAL	\$	40.58
87918	1/24/2024	BARRY, BARTHOLOMEW	MEDICAL SUPPLEMENTAL	\$	17.09
87919	1/24/2024	BASS, BETTY	MEDICAL SUPPLEMENTAL	\$	22.41
87920	1/24/2024	BLAIR, GARY	MEDICAL SUPPLEMENTAL	\$	17.09
87921	1/24/2024	BLIGHT, KAREN	MEDICAL SUPPLEMENTAL	\$	22.41
87922	1/24/2024	BOYD, MICHAEL	MEDICAL SUPPLEMENTAL	\$	44.81
87923	1/24/2024	BREGANTE, BATTISTA	MEDICAL SUPPLEMENTAL	\$	17.09
87924	1/24/2024	BRONSTATTER, CHERYL	MEDICAL SUPPLEMENTAL	\$	22.41
87925	1/24/2024	BRONSTATTER, WALLACE	MEDICAL SUPPLEMENTAL	\$	44.81
87926	1/24/2024	BROWN, ERNEST	MEDICAL SUPPLEMENTAL	\$	44.81
87927	1/24/2024	BROWN, KENNETH	MEDICAL SUPPLEMENTAL	\$	44.81
87928	1/24/2024	BURKET, JANET	MEDICAL SUPPLEMENTAL	\$	22.41
87929	1/24/2024	BYTHEWAY, MARY	MEDICAL SUPPLEMENTAL	\$	18.30
87930	1/24/2024	CANALES, DONNA	MEDICAL SUPPLEMENTAL	\$	32.48
87931	1/24/2024	CAPELLA, KATHLEEN	SUPPLEMENTAL MEDICAL	\$	40.58
87932	1/24/2024	CARLSON, MERRYL	MEDICAL SUPPLEMENTAL	\$	17.09
87933	1/24/2024	CASANEGA, RICHARD	MEDICAL SUPPLEMENTAL	\$	17.09
87934	1/24/2024	CAVATAIO, PASQUALE	MEDICAL SUPPLEMENTAL	\$	36.60
87935	1/24/2024	CENTER, DOUGLAS	MEDICAL SUPPLEMENTAL	\$	17.09
87936	1/24/2024	CHANDLEY, PAUL	MEDICAL SUPPLEMENTAL	\$	87.28
87937	1/24/2024	CHAVARRIA, JOHNNY	MEDICAL SUPPLEMENTAL	\$	17.09
87938	1/24/2024	CLARKE, PATRICIA	MEDICAL SUPPLEMENTAL	\$	22.41
87939	1/24/2024	CLAYTON, MICHAEL	MEDICAL SUPPLEMENTAL	\$	17.09
87940	1/24/2024	CONTRERAS-NAVARRO, FRANCISCO	MEDICAL SUPPLEMENTAL	\$	22.41
87941	1/24/2024	COTTER, ROBERT	MEDICAL SUPPLEMENTAL	\$	44.81
87942	1/24/2024	COWELL, RICHARD	MEDICAL SUPPLEMENTAL	\$	43.46
87943	1/24/2024	CRAMBLETT, LAWRENCE	MEDICAL SUPPLEMENTAL	\$	22.41
87944	1/24/2024	CRAWFORD, TERRI	RETIREE SUPPLEMENTAL	\$	22.41
87945	1/24/2024	CRUISE, RICHARD	MEDICAL SUPPLEMENTAL	\$	22.41
87946	1/24/2024	CUMMINGS, CYNTHIA	MEDICAL SUPPLEMENTAL	\$	17.09

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87947	1/24/2024	CUMMINGS, PATRICIA	RETIREE SUPPLEMENTAL	\$	40.58
87948	1/24/2024	CUMMINS, MAJOR	MEDICAL SUPPLEMENTAL	\$	44.81
87949	1/24/2024	DAVIDOSKI, PATTI	MEDICAL SUPPLEMENTAL	\$	40.58
87950	1/24/2024	DEAN, RONALD	RETIREE SUPPLEMENTAL	\$	22.41
87951	1/24/2024	DEL PO, CAROLYN	RETIREE SUPPLEMENTAL	\$	17.09
87952	1/24/2024	DEVIVO, WILLIAM	MEDICAL SUPPLEMENTAL	\$	43.46
87953	1/24/2024	DOBBS, LILLIAN	MEDICAL SUPPLEMENTAL	\$	17.09
87954	1/24/2024	DORFMAN, IRIS	MEDICAL SUPPLEMENTAL	\$	22.41
87955	1/24/2024	DRAKE, JUDITH	MEDICAL SUPPLEMENTAL	\$	17.09
87956	1/24/2024	ELIA, LARRY	MEDICAL SUPPLEMENTAL	\$	17.09
87957	1/24/2024	EMERSON, WILLIAM	MEDICAL SUPPLEMENTAL	\$	44.81
87958	1/24/2024	ESCARCEGA, MIGUEL	MEDICAL SUPPLEMENTAL	\$	44.81
87959	1/24/2024	FALLAU, NICHOLAS	MEDICAL SUPPLEMENTAL	\$	51.07
87960	1/24/2024	FENN, MARILYN	MEDICAL SUPPLEMENTAL	\$	22.41
87961	1/24/2024	FLAGG, PAULA	MEDICAL SUPPLEMENTAL	\$	16.24
87962	1/24/2024	FLOREZ, ROSIE	MEDICAL SUPPLEMENTAL	\$	17.09
87963	1/24/2024	FRANCIS, RUFUS	MEDICAL SUPPLEMENTAL	\$	32.48
87964	1/24/2024	GABRIEL, RICHARD	RETIREE SUPPLEMENTAL	\$	22.41
87965	1/24/2024	GABRIELE, BERNARD	MEDICAL SUPPLEMENTAL	\$	15.92
87966	1/24/2024	GABRIELE, CATHLEEN	MEDICAL SUPPLEMENTAL	\$	15.92
87967	1/24/2024	GALE, TERRY	MEDICAL SUPPLEMENTAL	\$	44.81
87968	1/24/2024	GALLOWAY, SCOTT	MEDICAL SUPPLEMENTAL	\$	17.09
87969	1/24/2024	GARBEZ, MANNY	MEDICAL SUPPLEMENTAL	\$	17.09
87970	1/24/2024	GOSE, JOHN	RETIREE SUPPLEMENTAL	\$	17.09
87971	1/24/2024	GRANADOS-BOYCE, MARIA	MEDICAL SUPPLEMENTAL	\$	40.58
87972	1/24/2024	GROBMAN, BRUCE	MEDICAL SUPPLEMENTAL	\$	17.09
87973	1/24/2024	GROSJEAN, DOUGLAS	MEDICAL SUPPLEMENTAL	\$	34.17
87974	1/24/2024	HAMM, CAROLYN	MEDICAL SUPPLEMENTAL	\$	17.09
87975	1/24/2024	HERNANDEZ, JUAN	MEDICAL SUPPLEMENTAL	\$	40.58
87976	1/24/2024	HERNANDEZ, MARGARITO	MEDICAL SUPPLEMENTAL	\$	17.09
87977	1/24/2024	HERSHEY, ANDREA	MEDICAL SUPPLEMENTAL	\$	43.46
87978	1/24/2024	HETH, KATHRYN	MEDICAL SUPPLEMENTAL	\$	22.41
87979	1/24/2024	HICKLIN, LUCILLE	MEDICAL SUPPLEMENTAL	\$	22.41
87980	1/24/2024	HILL, ANDREW	MEDICAL SUPPLEMENTAL	\$	22.41
87981	1/24/2024	HILTNER, THOMAS	MEDICAL SUPPLEMENTAL	\$	88.12
87982	1/24/2024	HOLCOMB, MICHAEL	MEDICAL SUPPLEMENTAL	\$	44.81
87983	1/24/2024	HOWARD, CAROL	MEDICAL SUPPLEMENTAL	\$	22.41
87984	1/24/2024	HYMAN, JOE	MEDICAL SUPPLEMENTAL	\$	44.81
87985	1/24/2024	JACINTO, FRANK	MEDICAL SUPPLEMENTAL	\$	40.58

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87986	1/24/2024	JAHNKE, EILEEN	MEDICAL SUPPLEMENTAL	\$	22.41
87987	1/24/2024	JUSSEL, PETE	MEDICAL SUPPLEMENTAL	\$	17.09
87988	1/24/2024	KALE, RICKEY	MEDICAL SUPPLEMENTAL	\$	44.81
87989	1/24/2024	KAMEDA, TERRY	MEDICAL SUPPLEMENTAL	\$	22.41
87990	1/24/2024	KELLY, ELOISE	MEDICAL SUPPLEMENTAL	\$	17.09
87991	1/24/2024	KONNO, DAVID	MEDICAL SUPPLEMENTAL	\$	38.65
87992	1/24/2024	LAWSON, LOIS	MEDICAL SUPPLEMENTAL	\$	22.41
87993	1/24/2024	LEFFLER, JEAN	MEDICAL SUPPLEMENTAL	\$	22.41
87994	1/24/2024	LOGIUDICE, FRED	MEDICAL SUPPLEMENTAL	\$	22.41
87995	1/24/2024	LONGNECKER, LLOYD	MEDICAL SUPPLEMENTAL	\$	44.81
87996	1/24/2024	LORENZANO, JAMES	RETIREE SUPPLEMENTAL	\$	88.12
87997	1/24/2024	LUCIER, MARILYN	MEDICAL SUPPLEMENTAL	\$	17.09
87998	1/24/2024	LUNA, SUZANNE	RETIREE SUPPLEMENTAL	\$	39.27
87999	1/24/2024	LYNCH, GLENN	MEDICAL SUPPLEMENTAL	\$	44.81
88000	1/24/2024	MACHADO, MARGARET	MEDICAL SUPPLEMENTAL	\$	17.09
88001	1/24/2024	MALPHRUS, BRENDA	MEDICAL SUPPLEMENTAL	\$	20.29
88002	1/24/2024	MARTIN, DAWN	MEDICAL SUPPLEMENTAL	\$	44.81
88003	1/24/2024	MARTINEZ, MANUEL	RETIREE SUPPLEMENTAL	\$	105.78
88004	1/24/2024	MARTINEZ, MARK	MEDICAL SUPPLEMENTAL	\$	40.58
88005	1/24/2024	MCDONALD, JANIE	MEDICAL SUPPLEMENTAL	\$	20.33
88006	1/24/2024	MCDONALD, KEVIN	MEDICAL SUPPLEMENTAL	\$	17.09
88007	1/24/2024	MCFADDEN, IAN	MEDICAL SUPPLEMENTAL	\$	22.41
88008	1/24/2024	MCHALE, BRIAN	RETIREE SUPPLEMENTAL	\$	44.81
88009	1/24/2024	MELLON, JOHN	MEDICAL SUPPLEMENTAL	\$	17.09
88010	1/24/2024	MESECK, MARGARITA	MEDICAL SUPPLEMENTAL	\$	17.09
88011	1/24/2024	MILLER, FOREST	MEDICAL SUPPLEMENTAL	\$	17.09
88012	1/24/2024	MOREAU, DAVID	RETIREE SUPPLEMENTAL	\$	87.28
88013	1/24/2024	MORGAN, JEANETTE	MEDICAL SUPPLEMENTAL	\$	22.41
88014	1/24/2024	MORR, BONNIE	MEDICAL SUPPLEMENTAL	\$	40.58
88015	1/24/2024	MULLIS, MICHAEL	RETIREE SUPPLEMENTAL	\$	127.55
88016	1/24/2024	MUNGIOLI, LARRY	MEDICAL SUPPLEMENTAL	\$	22.41
88017	1/24/2024	MUNGUIA, GUSTAVO	MEDICAL SUPPLEMENTAL	\$	34.17
88018	1/24/2024	NABOR, GLEN	MEDICAL SUPPLEMENTAL	\$	22.41
88019	1/24/2024	NAUKKARINEN, JUKKA	MEDICAL SUPPLEMENTAL	\$	22.41
88020	1/24/2024	NELSON, EDWARD	MEDICAL SUPPLEMENTAL	\$	17.09
88021	1/24/2024	NELSON, RICHARD	MEDICAL SUPPLEMENTAL	\$	44.81
88022	1/24/2024	NIETO, MANUEL	MEDICAL SUPPLEMENTAL	\$	34.17
88023	1/24/2024	NORTH, JEFFREY	MEDICAL SUPPLEMENTAL	\$	87.28
88024	1/24/2024	NORTHON, M	MEDICAL SUPPLEMENTAL	\$	65.62

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88025	1/24/2024	O'DONNELL, SHAWN	MEDICAL SUPPLEMENTAL	\$	44.81
88026	1/24/2024	O'HAGIN, JUSTINA	MEDICAL SUPPLEMENTAL	\$	22.41
88027	1/24/2024	OJEDA, ROBERTO	MEDICAL SUPPLEMENTAL	\$	44.81
88028	1/24/2024	ORTEGA, MANUELA	MEDICAL SUPPLEMENTAL	\$	22.41
88029	1/24/2024	OWENS, ROLAND	RETIREE SUPPLEMENTAL	\$	87.28
88030	1/24/2024	PARHAM, WALLACE	MEDICAL SUPPLEMENTAL	\$	22.41
88031	1/24/2024	PAULSON, STEVEN	RETIREE SUPPLEMENTAL	\$	79.75
88032	1/24/2024	PEREZ, ANTONIO	MEDICAL SUPPLEMENTAL	\$	34.17
88033	1/24/2024	PETERS, TERRIE	MEDICAL SUPPLEMENTAL	\$	22.41
88034	1/24/2024	PHILLIPS, THOMAS	MEDICAL SUPPLEMENTAL	\$	17.09
88035	1/24/2024	PHILLIPS, TYRONE	MEDICAL SUPPLEMENTAL	\$	17.09
88036	1/24/2024	PICARELLA, FRANCIS	MEDICAL SUPPLEMENTAL	\$	17.09
88037	1/24/2024	POLANCO, JOSE	RETIREE SUPPLEMENTAL	\$	44.81
88038	1/24/2024	PRECIADO, MARY LOU	MEDICAL SUPPLEMENTAL	\$	17.09
88039	1/24/2024	PRICE, HARRY	MEDICAL SUPPLEMENTAL	\$	44.81
88040	1/24/2024	PRINCE, DEBRA	MEDICAL SUPPLEMENTAL	\$	22.41
88041	1/24/2024	PRINCE, PETER	RETIREE SUPPLEMENTAL	\$	87.28
88042	1/24/2024	PRUDDEN, RICHARD	MEDICAL SUPPLEMENTAL	\$	44.81
88043	1/24/2024	PYE, GINA	MEDICAL SUPPLEMENTAL	\$	44.81
88044	1/24/2024	RAMIREZ, MANUEL	MEDICAL SUPPLEMENTAL	\$	16.24
88045	1/24/2024	READ, TIMON	MEDICAL SUPPLEMENTAL	\$	17.09
88046	1/24/2024	REGAN, MICHAEL	MEDICAL SUPPLEMENTAL	\$	40.58
88047	1/24/2024	RHODES, BRUCE	MEDICAL SUPPLEMENTAL	\$	22.41
88048	1/24/2024	ROCHA, SHERRI	MEDICAL SUPPLEMENTAL	\$	20.29
88049	1/24/2024	ROSS, ELISABETH	MEDICAL SUPPLEMENTAL	\$	22.41
88050	1/24/2024	ROSS, EMERY	MEDICAL SUPPLEMENTAL	\$	22.41
88051	1/24/2024	ROWE, RUBY	MEDICAL SUPPLEMENTAL	\$	65.71
88052	1/24/2024	ROY, ARLEN	MEDICAL SUPPLEMENTAL	\$	22.41
88053	1/24/2024	RUIZ, ESTEVAN	RETIREE SUPPLEMENTAL	\$	40.58
88054	1/24/2024	RYLANDER, REED	MEDICAL SUPPLEMENTAL	\$	36.60
88055	1/24/2024	SALGUEIRO, MICHAEL	MEDICAL SUPPLEMENTAL	\$	40.58
88056	1/24/2024	SANCHEZ, ASCENCION	RETIREE SUPPLEMENTAL	\$	88.12
88057	1/24/2024	SANDOVAL, ANGEL	MEDICAL SUPPLEMENTAL	\$	22.41
88058	1/24/2024	SCARGILL, RAYMOND	RETIREE SUPPLEMENTAL	\$	77.23
88059	1/24/2024	SCHRAEDER, PAUL	MEDICAL SUPPLEMENTAL	\$	34.17
88060	1/24/2024	SCILLA, JOSEPH	MEDICAL SUPPLEMENTAL	\$	22.41
88061	1/24/2024	SERRATO, JUAN	MEDICAL SUPPLEMENTAL	\$	40.58
88062	1/24/2024	SILVA, EDUARDO	MEDICAL SUPPLEMENTAL	\$	17.09
88063	1/24/2024	STARKEY, THOMAS	MEDICAL SUPPLEMENTAL	\$	20.29



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88064	1/24/2024	STICKEL, THOMAS	MEDICAL SUPPLEMENTAL	\$	34.17
88065	1/24/2024	SWART, RANDY	MEDICAL SUPPLEMENTAL	\$	34.17
88066	1/24/2024	TAYLOR, THOMAS	MEDICAL SUPPLEMENTAL	\$	17.09
88067	1/24/2024	THOMAS, RUSSELL	MEDICAL SUPPLEMENTAL	\$	44.81
88068	1/24/2024	TICHENOR, KENNETH	MEDICAL SUPPLEMENTAL	\$	80.77
88069	1/24/2024	TOLENTINO, SALVADOR	MEDICAL SUPPLEMENTAL	\$	39.27
88070	1/24/2024	TOVAR, SERENA	MEDICAL SUPPLEMENTAL	\$	22.41
88071	1/24/2024	TRENT, VICKI	MEDICAL SUPPLEMENTAL	\$	20.29
88072	1/24/2024	TUTTLE-CALLIS, CHERI	RETIREE SUPPLEMENTAL	\$	88.12
88073	1/24/2024	VALDEZ, JOSE	MEDICAL SUPPLEMENTAL	\$	40.58
88074	1/24/2024	VAN DE VEER, JOHN	RETIREE SUPPLEMENTAL	\$	127.55
88075	1/24/2024	VANDERZANDE, ED	MEDICAL SUPPLEMENTAL	\$	44.81
88076	1/24/2024	VEST, SHELLY	MEDICAL SUPPLEMENTAL	\$	22.41
88077	1/24/2024	VONWAL, YVETTE	MEDICAL SUPPLEMENTAL	\$	22.41
88078	1/24/2024	WADSWORTH, RITA	MEDICAL SUPPLEMENTAL	\$	17.09
88079	1/24/2024	WALTER, KEVIN	MEDICAL SUPPLEMENTAL	\$	34.17
88080	1/24/2024	WHITE, LESLIE	MEDICAL SUPPLEMENTAL	\$	22.41
88081	1/24/2024	WHITNEY, LUCERE	MEDICAL SUPPLEMENTAL	\$	44.81
88082	1/24/2024	WILLIS, GREGORY	MEDICAL SUPPLEMENTAL	\$	107.68
88083	1/24/2024	WILSON, BONNIE	MEDICAL SUPPLEMENTAL	\$	44.81
88084	1/24/2024	WOODBRIIDGE, ELIZABETH	RETIREE SUPPLEMENTAL	\$	87.28
88085	1/24/2024	WU, PETER	RETIREE SUPPLEMENTAL	\$	20.29
88086	1/24/2024	WYANT, JUDI	MEDICAL SUPPLEMENTAL	\$	22.41
88087	1/24/2024	YANCY, TERRY	MEDICAL SUPPLEMENTAL	\$	22.41
88088	1/24/2024	ZENKER, JEFFREY	MEDICAL SUPPLEMENTAL	\$	51.07
88089	1/29/2024	4IMPRINT, INC.	LOGO POLOS OPS	\$	1,805.33
88090	1/29/2024	AMAZON CAPITAL SERVICES, INC.	MAINT/SPLY ORDR MMF	\$	49.67
88090	1/29/2024	AMAZON CAPITAL SERVICES, INC.	OFFICE SUPPLY CSTSVC	\$	148.55
88090	1/29/2024	AMAZON CAPITAL SERVICES, INC.	OFFICE SUPPLY PRC	\$	65.39
88090	1/29/2024	AMAZON CAPITAL SERVICES, INC.	OFFICE SUPPLY PRC	\$	95.68
88090	1/29/2024	AMAZON CAPITAL SERVICES, INC.	OFFICE SUPPLY IT	\$	42.38
88090	1/29/2024	AMAZON CAPITAL SERVICES, INC.	OFFICE SUPPLY PRC	\$	27.78
88090	1/29/2024	AMAZON CAPITAL SERVICES, INC.	OFFICE SUPPLY CSTSVC	\$	88.47
88090	1/29/2024	AMAZON CAPITAL SERVICES, INC.	REP/MAINT SPLY MMF	\$	102.78
88090	1/29/2024	AMAZON CAPITAL SERVICES, INC.	OFFICE SUPPLY ADMIN	\$	73.73
88091	1/29/2024	AT&T	12/19-1/18 MAIN ACCT	\$	5,895.18
88091	1/29/2024	AT&T	12/19-1/18 OPS ELEVA	\$	195.58
88092	1/29/2024	BARNARD, BONNIE	CLP REIMBURSEMENT	\$	98.00
88093	1/29/2024	BENSON, EDDIE	TRAVEL REIMBURSEMENT	\$	679.60

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88094	1/29/2024	BFS GROUP LLC	REPAIR/MAINT OPS	\$	28.97
88094	1/29/2024	BFS GROUP LLC	REPAIR/MAINT MMF	\$	35.39
88094	1/29/2024	BFS GROUP LLC	REPAIR/MAINT MMF	\$	11.30
88095	1/29/2024	BOBADILLA, JOSE	CLP REIMBURSEMENT	\$	89.00
88096	1/29/2024	BROWN, ROBERT	DMV PHYSICAL REIMB	\$	150.00
88097	1/29/2024	BURGUENO, MICHAEL	CLP REIMBURSEMENT	\$	89.00
88098	1/29/2024	CANTONWINE, JOHN	CLP REIMBURSEMENT	\$	89.00
88099	1/29/2024	CITY OF SANTA CRUZ/PARKING	01/2024 PARKING	\$	900.00
88100	1/29/2024	CITY OF SANTA CRUZ FINANCE RRF	12/2023 LANDFILL	\$	215.75
88101	1/29/2024	CLAREMONT EAP	01/2024 EAP	\$	801.90
88102	1/29/2024	CLEAN ENERGY	FS CORRECTIVE SVC	\$	3,708.13
88102	1/29/2024	CLEAN ENERGY	12/5/2023 LNG CHG	\$	12,163.73
88102	1/29/2024	CLEAN ENERGY	12/8/2023 LNG CHG	\$	11,503.91
88102	1/29/2024	CLEAN ENERGY	12/12/2023 LNG CHG	\$	11,768.55
88102	1/29/2024	CLEAN ENERGY	12/15/2023 LNG CHG	\$	11,728.19
88102	1/29/2024	CLEAN ENERGY	12/22/2023 LNG CHG	\$	11,544.27
88102	1/29/2024	CLEAN ENERGY	12/19/2023 LNG CHG	\$	11,846.87
88102	1/29/2024	CLEAN ENERGY	12/26/2023 LNG CHG	\$	11,668.86
88102	1/29/2024	CLEAN ENERGY	12/29/2023 LNG CHG	\$	11,867.04
88102	1/29/2024	CLEAN ENERGY	01/02/2024 LNG CHG	\$	10,473.84
88102	1/29/2024	CLEAN ENERGY	01/05/2024 LNG CHG	\$	10,333.56
88102	1/29/2024	CLEAN ENERGY	01/09/2024 LNG CHG	\$	10,508.38
88102	1/29/2024	CLEAN ENERGY	01/12/2024 LNG CHG	\$	10,740.75
88102	1/29/2024	CLEAN ENERGY	01/10/2024 LNG CHG	\$	5,372.99
88103	1/29/2024	CLEVELAND, JUSTEN	CLP REIMBURSEMENT	\$	89.00
88104	1/29/2024	COLLINS, MICHELL A	DMV PHYSICAL REIMB	\$	150.00
88105	1/29/2024	CURREA, JULIO	TRAVEL REIMBURSEMENT	\$	667.00
88106	1/29/2024	DAVIES-JANES, KATHERINE	CLP REIMBURSEMENT	\$	89.00
88107	1/29/2024	DEPARTMENT OF TOXIC SUBSTANCES	04-09/2023 425FRONT	\$	1,951.21
88108	1/29/2024	DUARTE, CESAR	CLP REIMBURSEMENT	\$	89.00
88109	1/29/2024	EMPLOYNET, INC	TEMP W/E 01/07/2024	\$	240.00
88110	1/29/2024	ENVIRONMENTAL LOGISTICS INC	12/20/23NONHAZ WASTE	\$	2,235.00
88110	1/29/2024	ENVIRONMENTAL LOGISTICS INC	12/20/23NONHAZ WASTE	\$	873.25
88111	1/29/2024	FEDEX OFFICE	WINTER BUS STOP NOTI	\$	249.10
88111	1/29/2024	FEDEX OFFICE	WINTER BUS STOP NOTI	\$	115.08
88111	1/29/2024	FEDEX OFFICE	WINTER BUS STOP NOTI	\$	6,483.76
88112	1/29/2024	FERGUSON US HOLDINGS, INC.	REPAIR/MAINT SMC	\$	132.97
88113	1/29/2024	FLYERS ENERGY, LLC	12/15-12/31 REV FUEL	\$	10,067.50
88113	1/29/2024	FLYERS ENERGY, LLC	12/15-12/31NONREVFUE	\$	1,938.21

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88113	1/29/2024	FLYERS ENERGY, LLC	12/01-12/15 REV FUEL	\$	10,375.39
88113	1/29/2024	FLYERS ENERGY, LLC	12/01-12/15NONREV FUE	\$	2,777.95
88113	1/29/2024	FLYERS ENERGY, LLC	01/01-01/15 REV FUEL	\$	9,186.35
88113	1/29/2024	FLYERS ENERGY, LLC	01/01-01/15NONREV FUE	\$	2,134.08
88114	1/29/2024	FRONTIER COMMUNICATIONS - 3025	1/16-2/15 SKY-RIVER	\$	54.02
88115	1/29/2024	FRONTIER COMMUNICATIONS - 6145	12/13-1/12 SKY-OCEAN	\$	67.89
88115	1/29/2024	FRONTIER COMMUNICATIONS - 6145	1/13-2/12 SKY-OCEAN	\$	68.19
88116	1/29/2024	GARCIA, ERNESTO	CLP REIMBURSEMENT	\$	89.00
88117	1/29/2024	GATES JR, KENNETH	CLP REIMBURSEMENT	\$	89.00
88118	1/29/2024	GLAGOLA, DANIELLE	APTA-MARCOMM TRVLADV	\$	1,400.00
88119	1/29/2024	HANSEN, JULIA	CLP REIMBURSEMENT	\$	89.00
88120	1/29/2024	HARTE, ANDRE	DMV PHYSICAL REIMB	\$	150.00
88121	1/29/2024	JARRETT WALKER & ASSOC LLC	REIMAGINE PLAN	\$	7,750.88
88122	1/29/2024	JASPER WELLER LLC	RPR VEH #1201	\$	5,400.45
88123	1/29/2024	JOHNSON & CODY ELECTRIC, INC.	GENERATOR SVC PC	\$	617.01
88123	1/29/2024	JOHNSON & CODY ELECTRIC, INC.	GENERATOR SVC VERNON	\$	1,082.57
88123	1/29/2024	JOHNSON & CODY ELECTRIC, INC.	GENERATOR SVC SBF	\$	1,625.88
88123	1/29/2024	JOHNSON & CODY ELECTRIC, INC.	GENERATOR SVC MMF	\$	1,546.24
88123	1/29/2024	JOHNSON & CODY ELECTRIC, INC.	GENERATOR SVC OPS	\$	1,482.04
88124	1/29/2024	JOHNSON CONTROLS INC	1/1-3/31/24 SVT	\$	883.49
88124	1/29/2024	JOHNSON CONTROLS INC	1/1-3/31/24 SMC	\$	515.11
88125	1/29/2024	LARSON VALUATION LLC	1902 PAC ST APPRAISA	\$	3,000.00
88126	1/29/2024	LIEBERT CASSIDY WHITMORE	2024 MEMBERSHIP	\$	4,360.00
88127	1/29/2024	MANSFIELD OIL CO OF GAINSVILLE	DIESEL 12/28/23	\$	20,776.32
88127	1/29/2024	MANSFIELD OIL CO OF GAINSVILLE	DIESEL 1/17/24	\$	24,921.09
88128	1/29/2024	MAXIMUM OIL SERVICE LLC	NON HAZARDOUS WASTE	\$	329.25
88129	1/29/2024	MEDINA-RODRIGUEZ, BRIGIDA	CLP REIMBURSEMENT	\$	89.00
88130	1/29/2024	MISSION UNIFORM	FUEL ST TOWELS	\$	156.00
88130	1/29/2024	MISSION UNIFORM	VMU/VSW UNIFORMS	\$	326.37
88130	1/29/2024	MISSION UNIFORM	FUEL ST TOWELS	\$	156.00
88130	1/29/2024	MISSION UNIFORM	VMU/VSW UNIFORMS	\$	326.37
88130	1/29/2024	MISSION UNIFORM	VMU/VSW UNIFORMS	\$	326.37
88130	1/29/2024	MISSION UNIFORM	FUELING ST TOWELS	\$	156.00
88130	1/29/2024	MISSION UNIFORM	TOWELS PC	\$	18.50
88130	1/29/2024	MISSION UNIFORM	FUEL ST TOWELS	\$	156.00
88130	1/29/2024	MISSION UNIFORM	UNIFORMS PARTS DEPT	\$	98.66
88130	1/29/2024	MISSION UNIFORM	VMU/VSW UNIFORMS	\$	326.37
88130	1/29/2024	MISSION UNIFORM	TOWELS MATS PARACRUZ	\$	18.50
88131	1/29/2024	MISTRY, SUZIE	SUPERVISOR LNCH REIM	\$	74.83

# Attachment A

88132	1/29/2024	MOHAWK MFG. & SUPPLY CO.	INVENTORY ORDER	\$	394.88
88132	1/29/2024	MOHAWK MFG. & SUPPLY CO.	INVENTORY ORDER	\$	566.48
88133	1/29/2024	NIDAL HALABI & NADA ALGHARIB	NAME PLATE	\$	40.42
88133	1/29/2024	NIDAL HALABI & NADA ALGHARIB	NAME PLATE	\$	32.78
88133	1/29/2024	NIDAL HALABI & NADA ALGHARIB	NAME PLATE	\$	65.55
88134	1/29/2024	NORTH BAY FORD LINC-MERCURY	RPR VEH #1711PC	\$	5,070.92
88134	1/29/2024	NORTH BAY FORD LINC-MERCURY	RPR VEH #1709PC	\$	273.96
88134	1/29/2024	NORTH BAY FORD LINC-MERCURY	CREDIT INV 290925	\$	(7.77)
88134	1/29/2024	NORTH BAY FORD LINC-MERCURY	INVENTORY ORDER	\$	100.95
88134	1/29/2024	NORTH BAY FORD LINC-MERCURY	RPR VEH #1707PC	\$	52.16
88134	1/29/2024	NORTH BAY FORD LINC-MERCURY	INVENTORY ORDER	\$	100.95
88134	1/29/2024	NORTH BAY FORD LINC-MERCURY	RPR VEH #1704 PC	\$	579.34
88135	1/29/2024	OCEAN HONDA	RPR VEH #717	\$	1,418.89
88135	1/29/2024	OCEAN HONDA	RPR VEH #717	\$	128.74
88136	1/29/2024	PACIFIC GAS & ELECTRIC	12/13-1/11 PARA CRUZ	\$	1,216.86
88137	1/29/2024	PACIFIC TRUCK PARTS, INC.	INVENTORY ORDER	\$	427.84
88137	1/29/2024	PACIFIC TRUCK PARTS, INC.	INVENTORY ORDER	\$	695.44
88137	1/29/2024	PACIFIC TRUCK PARTS, INC.	CREDIT INV 1872001	\$	(95.46)
88137	1/29/2024	PACIFIC TRUCK PARTS, INC.	CREDIT INV 1872893	\$	(95.46)
88138	1/29/2024	RICOH USA, INC CA	1/14-2/13 PARACRUZ	\$	70.09
88139	1/29/2024	ROMAINE ELECTRIC CORP	INVENTORY ORDER	\$	2,532.85
88139	1/29/2024	ROMAINE ELECTRIC CORP	INVENTORY ORDER	\$	1,589.75
88140	1/29/2024	SALDIVAR JR, ALFREDO	CLP REIMBURSEMENT	\$	98.00
88141	1/29/2024	SANTA CRUZ AUTO PARTS, INC.	NON-INVENTORY ORDER	\$	175.65
88141	1/29/2024	SANTA CRUZ AUTO PARTS, INC.	RPR VEH #1721	\$	102.91
88141	1/29/2024	SANTA CRUZ AUTO PARTS, INC.	INVENTORY ORDER	\$	15.24
88141	1/29/2024	SANTA CRUZ AUTO PARTS, INC.	INVENTORY ORDER	\$	10.09
88141	1/29/2024	SANTA CRUZ AUTO PARTS, INC.	INVENTORY ORDER	\$	77.10
88141	1/29/2024	SANTA CRUZ AUTO PARTS, INC.	INVENTORY ORDER	\$	20.45
88141	1/29/2024	SANTA CRUZ AUTO PARTS, INC.	INVENTORY ORDER	\$	161.45
88141	1/29/2024	SANTA CRUZ AUTO PARTS, INC.	RPR VEH #2404PC	\$	468.57
88141	1/29/2024	SANTA CRUZ AUTO PARTS, INC.	RPR VEH #2404PC	\$	73.20
88141	1/29/2024	SANTA CRUZ AUTO PARTS, INC.	INVENTORY ORDER	\$	35.46
88142	1/29/2024	SELF INSURED SERVICES COMPANY	JAN 24 DENTAL	\$	37,065.40
88142	1/29/2024	SELF INSURED SERVICES COMPANY	JAN 24 VSP	\$	8,887.50
88143	1/29/2024	SLINGSHOT CONNECTIONS LLC	TEMP W/E 12/17/23	\$	218.30
88143	1/29/2024	SLINGSHOT CONNECTIONS LLC	TEMP W/E 12/24/23	\$	324.14
88143	1/29/2024	SLINGSHOT CONNECTIONS LLC	TEMP W/E 1/7/24	\$	178.61
88144	1/29/2024	SPORTWORKS GLOBAL LLC	INVENTORY ORDER	\$	231.78

# Attachment A

88145	1/29/2024	TENNANT COMPANY	SHOP TENNANT PARTS	\$	186.05
88146	1/29/2024	THE AFTERMARKET PARTS CO LLC	INVENTORY ORDER	\$	410.33
88146	1/29/2024	THE AFTERMARKET PARTS CO LLC	RPR VEH #2809	\$	265.99
88146	1/29/2024	THE AFTERMARKET PARTS CO LLC	INVENTORY ORDER	\$	341.39
88146	1/29/2024	THE AFTERMARKET PARTS CO LLC	INVENTORY ORDER	\$	251.21
88146	1/29/2024	THE AFTERMARKET PARTS CO LLC	INVENTORY ORDER	\$	40.26
88146	1/29/2024	THE AFTERMARKET PARTS CO LLC	INVENTORY ORDER	\$	2,136.57
88146	1/29/2024	THE AFTERMARKET PARTS CO LLC	INVENTORY ORDER	\$	2,209.09
88146	1/29/2024	THE AFTERMARKET PARTS CO LLC	RPR VEH #1201	\$	2,209.09
88146	1/29/2024	THE AFTERMARKET PARTS CO LLC	INVENTORY ORDER	\$	2,209.09
88146	1/29/2024	THE AFTERMARKET PARTS CO LLC	INVENTORY ORDER	\$	225.20
88146	1/29/2024	THE AFTERMARKET PARTS CO LLC	INVENTORY ORDER	\$	26.62
88146	1/29/2024	THE AFTERMARKET PARTS CO LLC	INVENTORY ORDER	\$	27.71
88146	1/29/2024	THE AFTERMARKET PARTS CO LLC	INVENTORY ORDER	\$	446.88
88146	1/29/2024	THE AFTERMARKET PARTS CO LLC	INVENTORY ORDER	\$	1,154.19
88146	1/29/2024	THE AFTERMARKET PARTS CO LLC	INVENTORY ORDER	\$	1,394.10
88146	1/29/2024	THE AFTERMARKET PARTS CO LLC	RPR VEH #11026	\$	144.93
88147	1/29/2024	THERMO KING OF SALINAS, INC	INVENTORY ORDER	\$	3,232.89
88148	1/29/2024	TROWBRIDGE ENTERPRISES	OFFICE SUPPLIES	\$	242.71
88149	1/29/2024	VALDES, ARTURO	BOOT REIMBURSEMENT	\$	250.00
88150	1/29/2024	VALLEY POWER SYSTEMS NORTH,INC	RPR VEH #2215	\$	791.10
88150	1/29/2024	VALLEY POWER SYSTEMS NORTH,INC	INVENTORY ORDER	\$	16.52
88150	1/29/2024	VALLEY POWER SYSTEMS NORTH,INC	INVENTORY ORDER	\$	3,554.24
88151	1/29/2024	VARGAS PEREZ, HUMBERTO	CLP REIMBURSEMENT	\$	89.00
88152	1/29/2024	VASQUEZ, SILVIA	CLP REIMBURSEMENT	\$	89.00
88153	1/29/2024	VEHICLE MAINTENANCE PROG INC	INVENTORY ORDER	\$	2,160.64
88153	1/29/2024	VEHICLE MAINTENANCE PROG INC	INVENTORY ORDER	\$	263.64
88153	1/29/2024	VEHICLE MAINTENANCE PROG INC	INVENTORY ORDER	\$	932.23
88154	1/29/2024	VERITECH, INC.	INVENTORY ORDER	\$	766.00
88155	1/29/2024	VERIZON WIRELESS	12/2-1/1 PARACRUZ	\$	830.32
88156	1/29/2024	WEBER, HAYES & ASSOCIATES INC	1902 PAC ST PROJECT	\$	4,526.25
88157	1/29/2024	ZORO TOOLS, INC.	BATTERIES	\$	98.34
88157	1/29/2024	ZORO TOOLS, INC.	BATTERIES	\$	44.55
88157	1/29/2024	ZORO TOOLS, INC.	BATTERIES	\$	38.89
88158	1/29/2024	CITY OF SANTA CRUZ - PLANNING	1941 ZEB PROJ PERMIT	\$	4,283.61
					<b>\$ 1,487,634.53</b>

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**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)  
BOARD OF DIRECTORS MEETING MINUTES\*  
JANUARY 26, 2024 – 9:00 AM**

A regular meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District (METRO) convened on Friday, January 26, 2024, as a hybrid meeting.

The Board Meeting agenda packet can be found online at [www.SCMTD.com](http://www.SCMTD.com). \*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 CALLED TO ORDER** at 9:13 AM by Board Chair Kalantari-Johnson.

**2 SWEAR IN NEW DIRECTORS**

CEO/General Manager Michael Tree swore in Ex-Officio Directors Alta Northcutt and Edward Reiskin.

**3 ROLL CALL**

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

<b>Director Kristen Brown</b>	<b>City of Capitola</b>
<b>Director Rebecca Downing</b>	<b>County of Santa Cruz</b>
Director Jimmy Dutra	City of Watsonville
<b>Director Shebreh Kalantari-Johnson</b>	<b>City of Santa Cruz</b>
<b>Director Manu Koenig</b>	<b>County of Santa Cruz</b>
<b>Director Donna Lind</b>	<b>City of Scotts Valley</b>
<b>Director Bruce McPherson</b>	<b>County of Santa Cruz</b>
<b>Director Scott Newsome</b>	<b>City of Santa Cruz</b>
<b>Director Larry Pageler</b>	<b>County of Santa Cruz</b>
Director Quiroz-Carter	City of Watsonville
<b>Director Mike Rotkin</b>	<b>County of Santa Cruz</b>
<b>Ex-Officio Director Alta Northcutt</b>	<b>Cabrillo College</b>
<b>Ex-Officio Director Edward Reiskin</b>	<b>UC Santa Cruz</b>
Michael Tree	CEO/General Manager
Julie Sherman	General Counsel

**4 ANNOUNCEMENTS**

Today’s meeting is being broadcast by Community Television of Santa Cruz County. Due to technical difficulties, CTV was unable to record the beginning of this meeting.

Susy Magana, Language Line Services, provided Spanish language interpretation services.

**5 NOMINATE BOARD OFFICERS AND COMMITTEE ASSIGNMENTS**

Board Chair Kalantari-Johnson introduced her 2024 slate of Officers, Standing Committee Members, Santa Cruz County Regional Transportation Commission (SCCRTC) Members, and Santa Cruz Civic Improvement Corporation (SCCIC) Members. She then welcomed additional input from other Board Members.

There were no public comments.

**ACTION: MOTION TO APPROVE THE NOMINATION SLATE PUT FORTH FOR CONSIDERATION AT THE FEBRUARY 23, 2024 BOARD MEETING AND ALLOW ADDITIONAL SLATES TO BE CONSIDERED AT THAT MEETING**

**MOTION: DIRECTOR ROTKIN**

**SECOND: DIRECTOR PAGELER**

**MOTION PASSED WITH 9 AYES (Directors Brown, Downing, Kalantari-Johnson, Koenig, Lind, McPherson, Newsome, Pageler and Rotkin). Directors Dutra and Quiroz-Carter were absent.**

Hearing nothing further, Board Chair Kalantari-Johnson moved to the next agenda item.

**6 BOARD OF DIRECTORS COMMENTS**

Board Chair Kalantari-Johnson acknowledged CEO Tree's departure from METRO effective February 16, 2024. She and other Directors thanked CEO Tree for leading the organization in a positive direction and accomplishing so much in a short period of time. They wished him the best of luck in his future endeavors.

Director Rotkin commented that there have been a lot of UCSC students passed by in the last few weeks and requested an update. John Urgo, METRO's Planning and Development Director, said METRO is operating at slightly more capacity today than pre-COVID because of the addition of the articulated buses to the fleet. METRO is not dropping trips; we are fully staffed and as we roll into the Phase II changes, there will be even more service on campus. He suggested this may be due to the recent decrease in capacity at UCSC's Transportation and Parking Services.

Hearing nothing further, Board Chair Kalantari-Johnson moved to the next agenda item.

**7 ORAL AND WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS**

Board Chair Kalantari-Johnson announced additional written communications were received and will be added to the agenda packet.

Bob Morgan, member of the public, expressed that he is enjoying the new routes and frequencies. He commended METRO's Bus Operators for being helpful to riders during this transition.

Matt Farrell, Friends of the Rail and Trail, thanked CEO Tree for meeting with members of the community and discussing transportation. Having accessible leadership is critical to working on transportation because it is a system and requires partnerships.

Elizabeth Madrigal, member of the public, spoke to her email regarding the service changes under Phase I of Reimagine METRO. Mr. Urgo addressed her concerns.



David Van Brink, member of the public, expressed appreciation for the route changes and 15-minute service. He thanked CEO Tree and said the changes have been substantial and visible to riders. He requested Route 17 stop in Scotts Valley on return trips from Diridon Station and to consider putting a bench and shelter at Diridon Station for riders. He was disappointed that the vendor ticketing machines were being retired but was appreciative of the real time tracking.

Nora, member of the public, thanked the CTV team for getting the zoom meeting up and running. She encouraged the Board to include members of the public as well as Bus Operators for the interview and search committee for the new CEO/General Manager.

Hearing nothing further, Board Chair Kalantari-Johnson moved to the next agenda item.

**8 LABOR ORGANIZATION COMMUNICATIONS**

Brandon Freeman, SMART General Chairperson, Local 0023, thanked CEO Tree for the changes made at METRO and being accessible to the Bus Operators.

Hearing nothing further, Board Chair Kalantari-Johnson moved to the next agenda item.

**9 ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS**

Supporting documentation for Item 10.4, Exhibit 6 was sent to the Board of Directors on January 25, 2024 to review and will be added to the agenda packet.

**CONSENT AGENDA**

- 10.1 ACCEPT AND FILE: PRELIMINARY APPROVED CHECK JOURNAL DETAIL FOR THE MONTH OF DECEMBER 2023  
Chuck Farmer, Chief Financial Officer
- 10.2 ACCEPT AND FILE MINUTES OF:
  - A. OCTOBER 18, 2023 METRO ADVISORY COMMITTEE MEETING
  - B. DECEMBER 15, 2023 BOARD OF DIRECTORS REGULAR MEETINGMichael Tree, CEO/General Manager
- 10.3 ACCEPT AND FILE: THE YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF DECEMBER 31, 2023  
Chuck Farmer, Chief Financial Officer
- 10.4 RESOLUTION APPROVING ACTIONS REGARDING THE PACIFIC STATION NORTH PROJECT  
Chuck Farmer, Chief Financial Officer, and Julie Sherman, General Counsel
- 10.5 ACCEPT AND FILE: ACCEPTANCE OF AUDITED FINANCIAL STATEMENTS WITH INDEPENDENT AUDITOR'S REPORT FOR THE YEAR ENDED JUNE 30, 2023  
Chuck Farmer, Chief Financial Officer
- 10.6 ACCEPT AND FILE: THE SEMI-ANNUAL REPORT ON THE STATUS OF METRO'S DISADVANTAGED BUSINESS ENTERPRISE PROGRAM  
Chuck Farmer, Chief Financial Officer

- 10.7 APPROVE: RECOMMENDED ACTION ON TORT CLAIMS  
Michael Tree, CEO/General Manager
- 10.8 APPROVE: CONSIDERATION OF DESIGNATING THE CHIEF FINANCIAL OFFICER TO THE CALIFORNIA TRANSIT INDEMNITY POOL (CALTIP) BOARD OF DIRECTORS  
Michael Tree, CEO/General Manager
- 10.9 APPROVE: CONSIDERATION OF ADOPTING A RESOLUTION APPROVING THE FY24 REVISED CAPITAL BUDGET/PORTFOLIO  
Kristina Mihaylova, Deputy Finance Director
- 10.10 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO/GENERAL MANAGER TO EXECUTE A 4<sup>TH</sup> CONTRACT AMENDMENT WITH CLEVER DEVICES LTD. TO INCREASE THE CONTRACT TOTAL BY \$402,750 FOR ITS AND APC RETROFIT OF 15 BUSES  
Margo Ross, Chief Operations Officer
- 10.11 APPROVE: REQUEST TO ENDORSE SANTA CRUZ COUNTY MEASURE K AND CITY OF SANTA CRUZ MEASURE L  
Board Chair Kalantari-Johnson

There were no public comments.

**ACTION: MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED**

**MOTION: DIRECTOR PAGELER SECOND: DIRECTOR ROTKIN**

**MOTION PASSED WITH 9 AYES (Directors Brown, Downing, Kalantari-Johnson, Koenig, Lind, McPherson, Newsome, Pageler, and Rotkin). Directors Dutra and Quiroz-Carter were absent.**

## **REGULAR AGENDA**

- 11 **PRESENTATION OF EMPLOYEE LONGEVITY AWARDS:**  
**10 YEARS: JEREMY LOVENFOSSE**  
**15 YEARS: ERIK BERG**  
**20 YEARS: CAROLYN BOWERS, GUSTAVO CORTES, AND BONNIE FARRIS**  
Board Chair Kalantari-Johnson thanked and presented a certificate to Bonnie Farris who was in attendance and thanked all the employees for their service to METRO.
- 12 **RETIREE RESOLUTION OF APPRECIATION FOR:**  
**ANNA MARIE GOUVEIA – OPERATIONS MANAGER: FIXED ROUTE;**  
**MICHAEL PENO – PARATRANSIT OPERATOR; AND**  
**DAVID VALDEZ – LEAD VEHICLE SERVICE WORKER**  
Board Chair Kalantari-Johnson presented a certificate to Anna Marie Gouveia who was present and congratulated all three retirees on their retirement and thanked them for their years of service at METRO.

Ms. Gouveia thanked the Board of Directors for the acknowledgement. She mentioned that METRO has gone through major changes before, and it impacts not only the Bus Operators but other departments and requires a team effort. She suggested the Board recognize those departments as well.

**ACTION: MOTION TO APPROVE THE RETIREE RESOLUTIONS OF APPRECIATION FOR ANNA MARIE GOUVEIA, MICHAEL PENO, AND DAVID VALDEZ**

**MOTION: DIRECTOR PAGELER**

**SECOND: DIRECTOR NEWSOME**

**MOTION PASSED WITH 9 AYES (Directors Brown, Downing, Kalantari-Johnson, Koenig, Lind, McPherson, Newsome, Pageler, and Rotkin). Directors Dutra and Quiroz-Carter were absent.**

**13 APPROVE: CONSIDER A RESOLUTION CALLING A PUBLIC HEARING ON FRIDAY, MARCH 22, 2024, DURING THE 9:00 AM REGULAR METRO BOARD MEETING AT THE ADMIN OFFICES, 110 VERNON STREET, SANTA CRUZ, CA REGARDING THE PHASE II REIMAGINE METRO SERVICE PROPOSALS**

John Urgo, Planning and Development Director, spoke to the item and mentioned that he will return to the Board in February with a presentation on the Phase II Reimagine METRO service proposals and again in March to ask for the Board's approval. He provided an overview of the changes to be implemented and requested the Board to approve the resolution calling for a public hearing on Friday, March 22, 2024 for Phase II Reimagine METRO service proposals.

Director Rotkin asked when free service to all riders, not just youth, will be implemented? Mr. Urgo responded that METRO plans to implement that in September 2024.

Vice Chair Brown remarked that when the state budget was released, it was announced that there will be \$5 billion in funding delays and asked how that will affect METRO's funding? Mr. Urgo responded that the Transit and Intercity Rail Capital Program (TIRCP) funding has been preserved but will be parceled out over three years.

**ACTION: MOTION TO APPROVE THE RESOLUTION CALLING A PUBLIC HEARING ON FRIDAY, MARCH 22, 2024, DURING THE 9:00 AM REGULAR METRO BOARD MEETING AT THE ADMIN OFFICES, 110 VERNON STREET, SANTA CRUZ, CA REGARDING THE PHASE II REIMAGINE METRO SERVICE PROPOSALS**

**MOTION: DIRECTOR ROTKIN**

**SECOND: DIRECTOR KOENIG**

**MOTION PASSED WITH 9 AYES (Directors Brown, Downing, Kalantari-Johnson, Koenig, Lind, McPherson, Newsome, Pageler, and Rotkin). Directors Dutra and Quiroz-Carter were absent.**

Hearing nothing further, Board Chair Kalantari-Johnson moved to the next agenda item.

**14 CEO ORAL REPORT**

Michael Tree, CEO/General Manager, expressed appreciation for the previous comments made by the Board, staff and public.

He spoke to the following items:

- One Ride at a Time – To date, almost \$250K has been raised for that program in less than a year.
- METRO Transit Center – moving to Front Street mid-February. Staff has been working with the City of Santa Cruz and the Downtown Association to make this

a smooth transition. We are upgrading how Customer Service interacts with riders. We want the experience to be engaging and face-to-face.

- Housing Developers – are showing interest in the WAVE service and the Phase III concepts for housing.
- Bus On Shoulder – METRO has been working on the auxiliary lane for bus on shoulder with SCCRTC, Caltrans, and the California Highway Patrol. He thanked Director Koenig for his efforts and support in moving this project forward.
- Introduced two new employees--Derek Toups, Capital Planning and Grants Program Manager, and Gregory Strecker, Safety, Security and Risk Management Director. Each provided a brief background on their experience, and they look forward to working with everyone.
- Announced appointment of Daniel Zaragoza, Operations Deputy Director, and recent promotions of Rina Solorio, ParaCruz Assistant Operations Manager, and Michael Bois, Customer Experience Manager.

He thanked the past and current Board Chairs for welcoming him to METRO and providing guidance. He also thanked SMART and SEIU representatives for working with him; Dawn Crummié, Human Resources Director, and Eduardo Montesino, temporary Recruitment & Training Coordinator, for their recruiting efforts; Danielle Glagola, Marketing Director, for thinking outside the box on projects, and Donna Bauer, Executive Assistant, for her support.

There were no public comments.

**RECESSED TO CLOSED SESSION AT 10:46 AM**

- 15 PUBLIC EMPLOYEE APPOINTMENTS (GOVERNMENT CODE SECTION 54957); CEO/GM POSITION AND INTERIM CEO/GM POSITION**

**RECONVENED TO OPEN SESSION AT 11:37 AM**

- 16 REPORT OF CLOSED SESSION**

Board Chair Kalantari-Johnson reported out that the Interim CEO/General Manager will be Daniel Zaragoza.

Mr. Zaragoza addressed the Board and thanked everyone for the opportunity and assured them that he will continue moving the agency's goals forward.

- 17 ANNOUNCEMENT OF NEXT MEETING**

Board Chair Kalantari-Johnson announced that the next meeting will be on Friday, February 23, 2024, at 9:00 AM at the METRO Admin Office, 110 Vernon Street, Santa Cruz, CA.

- 18 ADJOURNMENT**

Board Chair Kalantari-Johnson adjourned the meeting at 11:40 AM.

Respectfully submitted,

Donna Bauer  
Executive Assistant



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)  
PERSONNEL/HUMAN RESOURCES STANDING COMMITTEE  
MEETING MINUTES\*  
FEBRUARY 9, 2024 – 10:30 AM**

A regular meeting of the Personnel/Human Resources Standing Committee of the Santa Cruz Metropolitan Transit District (METRO) was convened on Friday, February 9, 2024.

The Committee Meeting Agenda Packet can be found online at [www.SCMTD.com](http://www.SCMTD.com).  
\*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 **CALLED TO ORDER** by Director Kalantari-Johnson at 10:30 AM.
- 2 **ROLL CALL:** The following Directors were **present** via teleconference, representing a quorum:

Director Kristen Brown	City of Capitola
<b>Director Rebecca Downing</b>	<b>County of Santa Cruz</b>
<b>Director Shebreh Kalantari-Johnson</b>	<b>City of Santa Cruz</b>
Director Donna Lind	City of Scotts Valley
<b>Director Larry Pageler</b>	<b>County of Santa Cruz</b>

Michael Tree	CEO/General Manager
Julie Sherman	METRO General Counsel

- 3 **ORAL AND WRITTEN COMMUNICATIONS TO THE PERSONNEL/HUMAN RESOURCES STANDING COMMITTEE**  
Having none, Director Kalantari-Johnson moved to the next agenda item.
- 4 **ADDITIONS OR DELETIONS FROM AGENDA/ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS**  
Having none, Director Kalantari-Johnson moved to the next agenda item.
- 5 **REVIEW REQUEST TO AUTHORIZE FUNDING FOR A SPECIAL PROJECTS MANAGER IN THE FINANCE DEPARTMENT**  
Chuck Farmer, Chief Financial Officer, spoke to this item and requested the Board Members to authorize the funding for a Special Projects Manager. METRO will defund the current Project Manager position to fund the Special Projects Manager position.

Director Pageler asked CFO Farmer to speak to the financial considerations. CFO Farmer commented that Human Resources performed the class and comp study, and it came back with a recommendation of a 15% salary increase due to incorporating more responsibilities with the revised position.

Director Downing asked if the experience changed in the job description. CFO Farmer said we are not requiring project manager licensing.

Jordan Vascones, SEIU Local 521, SEA President, said he reviewed the minimum qualifications for this position—a four-year bachelor's degree and four years of project management experience. He requested the recruitment process be followed in a fair and ethical manner and these minimum qualifications are met. If there is an appointment of someone who does not meet these minimum qualifications, it sets an ugly precedent. Many concerns have been raised by union members, one being that they are unable to apply for positions because they do not have a four-year college degree.

Gabriela Gonzalez, SEIU Local 521, SEA Vice President, asked for clarification on the job posting guidelines for this recruitment and what happens if you only get one applicant, and that person is not qualified? Does it mean the position remains open until filled?

Dawn Crummié, Human Resources Director, responded to how the process works. Normally, we would go out for a 30-day recruitment period; however, some positions need to be filled on a faster basis and provided some recent examples. If we only get one or two applicants and neither checks all of the requirement boxes, we will do an interview process and if one of those candidates scores higher in the interview, then the hiring manager will put together a summary of why that candidate was chosen above the other candidates.

Director Kalantari-Johnson suggested METRO articulate clearly in the job description the criteria it is looking for in a candidate and that an interview will be weighed and scored. Ms. Crummié pointed out that in the job description it states under minimum qualifications, "Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying." She offered to elaborate further if the Board Members felt it would be helpful. Director Kalantari-Johnson felt this should be sufficient and requested a discussion with Mr. Vascones after the meeting.

**MOTION: REQUEST THE FULL BOARD TO AUTHORIZE FUNDING FOR A SPECIAL PROJECTS MANAGER IN THE FINANCE DEPARTMENT**

**MOTION: DIRECTOR PAGELER**

**SECOND: DIRECTOR DOWNING**

**MOTION PASSED WITH 3 AYES (Directors Downing, Kalantari-Johnson, and Pageler). Directors Brown and Lind were absent.**

Hearing nothing further, Board Chair Kalantari-Johnson moved on to the next agenda item.

**6 REVIEW REQUEST FOR AUTHORIZATION AND FUNDING OF UP TO A MAXIMUM OF TWENTY-THREE (23) TRANSIT SUPERVISORS**

Margo Ross, Chief Operations Officer, spoke to this item and highlighted the need for additional Transit Supervisors to assist with the supervision of the additional Bus Operators that will be hired in the next two to three years due to the rollout of the Reimagine METRO Program. She emphasized that METRO is not hiring all these positions at once and the current need is for an additional two Transit Supervisors within the next year.

Director Pageler said this is a broad picture of what we need to do as we expand and glad it is being addressed.

Director Kalantari-Johnson asked if this would come from the TIRCP funding and COO Ross confirmed it will.

Ron Bushnell, SEIU 521, PSA President, said he represents the Transit Supervisors at METRO and said they are in full support of this request. We are growing and expanding and will need additional staffing.

**MOTION: REQUEST THE FULL BOARD TO AUTHORIZE AND FUND UP TO A MAXIMUM OF TWENTY-THREE (23) TRANSIT SUPERVISORS**

**MOTION: DIRECTOR DOWNING SECOND: DIRECTOR PAGELER**

**MOTION PASSED WITH 3 AYES (Directors Downing, Kalantari-Johnson, and Pageler). Directors Brown and Lind were absent.**

Hearing nothing further, Director Kalantari-Johnson moved to the next agenda item.

**7 ADJOURNMENT**

Director Kalantari-Johnson adjourned the meeting at 10:45 AM.

Respectfully submitted,

Donna Bauer  
Executive Assistant

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**DATE:** February 23, 2024  
**TO:** Board of Directors  
**FROM:** Chuck Farmer, Chief Financial Officer  
**SUBJECT: ACCEPT AND FILE THE YEAR TO DATE  
MONTHLY FINANCIAL REPORT AS OF JANUARY 31, 2024**

**I. RECOMMENDED ACTION**

**That the Board of Directors accept and file the Year to Date Monthly Financial Report as of January 31, 2024.**

**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 January 31, 2024."

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 January 31, 2024. The fiscal year has elapsed 58%.

Slide 1

(Cover) Year to Date Monthly Financial Report as of January 31, 2024

Slide 2

January 2024 Key Financial Highlights

- Service
  - Fixed Route (including Hwy 17) Cost per Revenue Service Hour is \$335 vs Budget of \$346
    - No canceled trips
  - ParaCruz Cost per Trip is \$ vs Budget of \$103
  - Non-Student/Hwy 17 Passengers is 89,821 vs Budget of 102,137
  - "Kids Ride Free" were 25,289

- Financials
  - Total Operating Surplus/(Deficit) is favorable \$0.1M driven by lower non-personnel costs of \$0.7M; offset by higher wages of \$0.2M, fringe of \$0.2M, and OT of \$0.2M
  - Non-Operating Revenues of \$2.5M are \$0.1M favorable vs budget of \$2.4M driven by higher than anticipated interest income; partially offset by lower-than-expected sales tax
- Capital
  - Capital spending of \$276K is behind budget of \$342K primarily due to delay of Website upgrade/redesign and ZEB Charger installation
- Personnel
  - 341 Active Personnel vs 331\* Funded Personnel, approved June 2023
    - 18 Vacancies at the end of January
  - Recruitment completed for 7 ParaCruz van drivers and 55 Fixed Route drivers that will start in February (additional headcount approved at December and January Board meeting)
  - Currently Recruiting for Payroll Administrator, Marketing Specialist (2 FTE), Grants/Legislative Analyst, Custodial Service Worker, Dispatcher/Scheduler, Administrative Supervisor, Vehicle Service Workers (3 FTE), Mechanic I/II (2 FTE), Mechanic III

### Slide 3

(Cover) January 2024, MTD Pre-Close Financials

### Slide 4

January MTD FY24 Operating Surplus/(Deficit) Actual vs. Budget

- Actuals are \$0.1M favorable to budget – excludes UAL/Bond Payments
  - Passenger Fares – favorable by \$53K
  - Labor, Regular – unfavorable by \$224K, due to increased Bus Operators hirings
  - Labor, OT – unfavorable by \$237K, increased overtime for Bus Operators
  - Fringe Benefits – unfavorable by \$165K
  - Non-Personnel – favorable by \$719K, primarily due to lower than budgeted fuel costs and timing of Marketing programs

Slide 5

January 31, 2024 Monthly Operating Revenue and Expenses

- Operating Revenue, net favorable by \$53K
  - Passenger Fares - favorable by \$44K
  - Special Transit Fares – favorable by \$8K
- Operating Expense, net favorable by \$93K – Increased wages/fringe/OT driven by increased hiring of Bus Operators, offset by lower non-personnel costs primarily due to lower fuel costs and timing of marketing programs
  - Labor Regular – unfavorable by \$224K
  - Labor OT – unfavorable by \$237K
  - Fringe Benefits – unfavorable by \$165K, excludes UAL related costs
  - Non-Personnel – favorable by \$719K, excludes all Bond payment related costs
- Operating Deficit lower by \$146K
  - Farebox Recovery – 13.4% vs 12.1% budget
- Non-Operating Revenue/(Expense), net favorable by \$91K, primarily due higher than anticipated interest income
  - Sales Tax/including Measure D – unfavorable by \$70K
  - Pension UAL/Bond Payment costs – no variance
  - All Other Revenues – favorable by \$161K
- Operating Deficit before Transfers lower by \$237K
- Bus Replacement Fund – higher by \$63K due to decreased Measure D sales tax revenues
  - Bus Replacement Fund – Minimum \$3M annual commitment from Measure D sales tax and STA-SGR; FY24 budgeted transfer is \$3.2M
- Operating Deficit after Transfers lower by \$174K

Slide 6

(Cover) January 2024, YTD Pre-Close Financials

Slide 7

January YTD FY24 Operating Surplus/(Deficit) Actual vs. Budget

- Actuals are \$2.3M favorable to budget – excludes UAL/Bond Payments
  - Passenger Fares – unfavorable by \$28K, primarily due to payment from Cabrillo College for surplus rides

- Labor, Regular – favorable by \$412K, due to increased Bus Operators hirings
- Labor, OT – unfavorable by \$1,342K, increased overtime for Bus Operators
- Fringe Benefits – favorable by \$414K due to retirement and medical insurance savings from funded/vacant positions
- Non-Personnel – favorable by \$2,845K, primarily due to lower than budgeted fuel costs and timing of Marketing programs

Slide 8

January 31, 2024 YTD Operating Revenue and Expenses

- Operating Revenue, net unfavorable by \$28K
  - Passenger Fares - unfavorable by \$81K
  - Special Transit Fares – favorable by \$53K
- Operating Expense, net favorable by \$2,329K due to lower non-personnel costs, wages, and fringe; partially offset by increased OT
  - Labor Regular – favorable by \$412K
  - Labor OT – unfavorable by \$1,342K
  - Fringe Benefits – favorable by \$414K, excludes UAL related costs
  - Non-Personnel – favorable by \$2,845K, excludes all Bond payment related costs
- Operating Deficit lower by \$2,301K
  - Farebox Recovery – 16.3% vs 15.2% budget
- Non-Operating Revenue/(Expense), net favorable by \$2,875K - Sales tax of \$19.1M is 3.8% higher than budget
  - Sales Tax/including Measure D – favorable by \$694K
  - Federal/State Grants – unfavorable by \$146K
  - COVID Relief Grants – favorable by \$1,310K
  - Pension UAL/Bond Payment costs – no variance
- All Other Revenues – favorable by \$1,017K
- Operating Surplus before Transfers higher by \$5,176K
- Bus Replacement Fund – higher by \$235K due to increased Measure D sales tax revenues

- Bus Replacement Fund – Minimum \$3M annual commitment from Measure D sales tax and STA-SGR; FY24 budgeted transfer is \$3.2M
- Operating Surplus after Transfers higher by \$4,941K

Slide 9

(Cover) Capital Spending

Slide 10

January 31, 2024 Capital Budget Spend

Total Capital Projects spending month to date is \$276K against budget of \$342K

- Construction Related Projects – spending of \$1K against budget of \$1K
- IT Projects – spending of \$209K against budget of \$246K
- Facilities Repair & Improvements – no spending against budget of \$9K
- Revenue Vehicle Replacement – spending of \$61K against budget of \$61K
- Revenue Vehicle Electrification Projects – spending of \$5K against budget of \$25K
- Non-Revenue Vehicle Replacement – no spending, no budget
- Fleet & Maintenance Equipment – no spending, no budget
- Miscellaneous – no spending, no budget

Total Capital Projects spending year to date is \$3,302K against budget of \$3,368K, which is 10.8% of \$30,596K approved revised budget from January 2024

- Construction Related Projects – \$748K spending against budget of \$748K, which is 3.6% of \$20,551K annual budget
- IT Projects – \$705K spending against budget of \$742K, which is 29.8% of \$2,369K annual budget
- Facilities Repair & Improvements – \$103K spending against budget of \$112K, which is 3.8% of \$2,724K annual budget
- Revenue Vehicle Replacement – spending of \$1,294K against budget of \$1,294K, which is 34.5% of \$3,754K annual budget
- Revenue Vehicle Electrification Projects – spending of \$60K against budget of \$80K, which is 14.7% of \$409K annual budget
- Non-Revenue Vehicle Replacement – spending of \$23K against budget of \$23K, which is 100.0% of \$23K annual budget
- Fleet & Maintenance Equipment – spending of \$171K against budget of \$171K, which is 95.0% of \$180K annual budget

- Miscellaneous – spending of \$198K against budget of \$198K, which is 33.8% of \$586K annual budget

YTD spending of \$3,302K is lower than budget of \$3,368K primarily due to delays on the following projects:

- ZEB charger installation
- Website upgrade/redesign

#### **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 January 31, 2024.

#### **VI. ALTERNATIVES CONSIDERED**

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

#### **VII. ATTACHMENTS**

**Attachment A:** Year to Date Monthly Financial Report as of January 31, 2024 Presentation

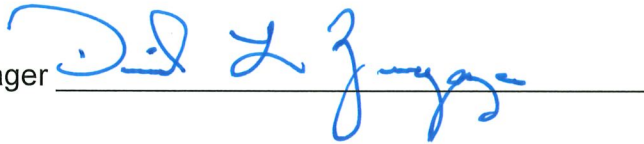
Prepared by: Cathy Downes, Sr. Financial Analyst

**VIII. APPROVALS**

Chuck Farmer,  
Chief Financial Officer



Daniel L. Zaragoza,  
Interim CEO/General Manager



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# **Year to Date Monthly Financial Report as of January 31, 2024**

Board of Directors

February 23, 2024

Chuck Farmer, Chief Financial Officer

# January 2024 Key Financial Highlights

<p><b>Service</b></p>	<ul style="list-style-type: none"> <li>Fixed Route (including Hwy 17) Cost per Revenue Service Hour is \$335 vs Budget of \$346             <ul style="list-style-type: none"> <li>No canceled trips</li> </ul> </li> <li>ParaCruz Cost per Trip is \$64 vs Budget of \$103</li> <li>Non-Student/Hwy 17 Passengers is 89,821 vs Budget of 102,137</li> <li>"Kids Ride Free" were 25,289</li> </ul>
<p><b>Financials</b></p>	<ul style="list-style-type: none"> <li>Total Operating Surplus/(Deficit) is favorable \$0.1M driven by lower non-personnel costs of \$0.7M; offset by higher wages of \$0.2M, fringe of \$0.2M, and OT of \$0.2M</li> <li>Non-Operating Revenues of \$2.5M are \$0.1M favorable vs budget of \$2.4M driven by higher than anticipated interest income; partially offset by lower-than-expected sales tax</li> </ul>
<p><b>Capital</b></p>	<ul style="list-style-type: none"> <li>Capital spending of \$276K is behind budget of \$342K primarily due to delay of ZEB Charger installation</li> </ul>
<p><b>Personnel</b></p>	<ul style="list-style-type: none"> <li>341 Active Personnel vs 331* Funded Personnel             <ul style="list-style-type: none"> <li>18 Vacancies at the end of January</li> </ul> </li> <li>Recruitment completed for 7 ParaCruz van drivers and 55 Fixed Route drivers that will start in February (additional headcount approved at December &amp; January Board meeting)</li> <li>Currently Recruiting for Payroll Administrator, Marketing Specialist (2 FTE), Grants/Legislative Analyst, Custodial Service Worker, Dispatcher/Scheduler, Administrative Supervisor, Vehicle Service Workers (3 FTE), Mechanic I/II (2 FTE), Mechanic III</li> </ul>

**9.3A.2**

# January 2024, MTD Pre-Close Financials

# January FY24 Monthly Operating Surplus/(Deficit)

## Actual\* vs. Budget

Overall \$0.1M favorable



9.3A.4

\* Pre-close financials, subject to adjustments post close; may not foot due to rounding

# January 31, 2024

## Monthly Operating Revenue and Expenses

\$ 000's	Actual*	Budget	Fav / (Unfav)
<b>Operating Revenue</b>			
Passenger Fares	\$ 233	\$ 189	\$ 44
Special Transit Fares	466	458	8
<b>Total Operating Revenue</b>	<b>\$ 700</b>	<b>\$ 647</b>	<b>\$ 53</b>
<b>Operating Expense</b>			
Labor - Regular	\$ 1,851	\$ 1,627	(\$ 224)
Labor - OT	335	99	(237)
Fringe	2,054	1,889	(165)
Non-Personnel (excludes COVID costs)	994	1,712	719
<b>Total OpEx</b>	<b>\$ 5,234</b>	<b>\$ 5,327</b>	<b>\$ 93</b>
<b>Operating Surplus/(Deficit)</b>	<b>(\$ 4,535)</b>	<b>(\$ 4,680)</b>	<b>\$ 146</b>
	13.4%	12.1%	1.2%
<b>Non-Operating Revenue/(Expense)</b>			
Sales Tax/including Measure D	\$ 2,391	\$ 2,460	(\$ 70)
Pension UAL/Bond Interest Payment	(119)	(119)	-
All Other	259	99	161
<b>Total Non-Operating Revenue/(Expense)</b>	<b>\$ 2,532</b>	<b>\$ 2,441</b>	<b>\$ 91</b>
<b>Operating Surplus/(Deficit) before Transfers</b>	<b>(\$ 2,003)</b>	<b>(\$ 2,240)</b>	<b>\$ 237</b>
<b>Transfers and Other</b>			
Transfers to Bus Replacement Fund	(\$ 241)	(\$ 178)	(\$ 63)
<b>Operating Surplus/(Deficit) after Transfers</b>	<b>(\$ 2,245)</b>	<b>(\$ 2,418)</b>	<b>\$ 174</b>

- \$0.1M Operating Surplus driven by lower fuel costs as prices have decreased and project delays; partially offset by increased Labor, OT, and Fringe primarily due to hiring of 32 Bus Drivers over the past 3 months
- Sales tax of \$2.4M is 2.8% lower than budget
- Interest Income higher than anticipated

# **January 2024, YTD Pre-Close Financials**

# January YTD FY24 Operating Surplus/(Deficit)

## Actual\* vs. Budget

Overall \$2.3M favorable



# January 31, 2024

## YTD Operating Revenue and Expenses

\$ 000's	Actual*	Budget	Fav / (Unfav)
<b>Operating Revenue</b>			
Passenger Fares	\$ 1,639	\$ 1,720	(\$ 81)
Special Transit Fares	3,654	3,602	53
<b>Total Operating Revenue</b>	<b>\$ 5,294</b>	<b>\$ 5,322</b>	<b>(\$ 28)</b>
<b>Operating Expense</b>			
Labor - Regular	\$ 11,258	\$ 11,670	\$ 412
Labor - OT	2,012	670	(1,342)
Fringe	12,062	12,476	414
Non-Personnel <i>(excludes COVID costs)</i>	7,106	9,950	2,845
<b>Total OpEx</b>	<b>\$ 32,437</b>	<b>\$ 34,766</b>	<b>\$ 2,329</b>
<b>Operating Surplus/(Deficit)</b>	<b>(\$ 27,143)</b>	<b>(\$ 29,445)</b>	<b>\$ 2,301</b>
	<i>16.3%</i>	<i>15.3%</i>	<i>1.0%</i>
	<i>Farebox Recovery</i>		
<b>Non-Operating Revenue/(Expense)</b>			
Sales Tax/including Measure D	\$ 19,142	\$ 18,448	\$ 694
Federal/State Grants	7,332	7,478	(146)
COVID Relief Grants	6,289	4,980	1,310
Pension UAL/Bond Interest Payment	(834)	(834)	(0)
All Other	1,675	658	1,017
<b>Total Non-Operating Revenue/(Expense)</b>	<b>\$ 33,604</b>	<b>\$ 30,730</b>	<b>\$ 2,875</b>
<b>Operating Surplus/(Deficit) before Transfers</b>	<b>\$ 6,461</b>	<b>\$ 1,285</b>	<b>\$ 5,176</b>
<b>Transfers and Other</b>			
Transfers to Bus Replacement Fund	(\$ 1,647)	(\$ 1,412)	(\$ 235)
<b>Operating Surplus/(Deficit) after Transfers</b>	<b>\$ 4,814</b>	<b>(\$ 127)</b>	<b>\$ 4,941</b>

- \$2.3M Operating Surplus driven by lower non-personnel costs primarily due to lower fuel costs as prices have decreased and project delays along with decreased Labor/Fringe due to funded/vacant positions; partially offset by increased OT
- Sales tax of \$19.1M is 3.8% higher than budget
- Interest Income higher than anticipated along with higher reimbursable costs against the ARPA Grant

9.3A.8



# Capital Spending

# January 31, 2024 Capital Budget Spend

Project Category:	Month to Date		Year to Date		Full Year	
	Actuals*	Budget	Actuals*	Budget	Budget**	% Spend
Construction Related Projects	\$ 1	\$ 1	\$ 748	\$ 748	\$ 20,551	3.6%
IT Projects	209	246	705	742	2,369	29.8%
Facilities Repair & Improvements	-	9	103	112	2,724	3.8%
Revenue Vehicle Replacement	61	61	1,294	1,294	3,754	34.5%
Revenue Vehicle Electrification Projects	5	25	60	80	409	14.7%
Non-Revenue Vehicle Replacement	-	-	23	23	23	100.0%
Fleet & Maintenance Equipment	-	-	171	171	180	95.0%
Misc.	-	-	198	198	586	33.8%
<b>Total</b>	<b>276</b>	<b>342</b>	<b>\$ 3,302</b>	<b>\$ 3,368</b>	<b>\$ 30,596</b>	<b>10.8%</b>

YTD spending of \$3,302K is lower than budget of \$3,368K primarily due to delays on the following projects:

- ✓ ZEB charger installation
- ✓ Website upgrade/redesign

9.3A.10



**DATE:** February 23, 2024

**TO:** Board of Directors

**FROM:** Chuck Farmer, Chief Financial Officer

**SUBJECT: ACCEPT AND FILE THE YEAR-TO-DATE KEY PERFORMANCE INDICATORS (KPI) REPORT FOR 2<sup>ND</sup> QUARTER THROUGH DECEMBER 31, 2023**

**I. RECOMMENDED ACTION**

**That the Board of Directors accept and file the Year to Date Quarterly KPI Report as of December 31, 2023.**

**II. SUMMARY**

- Santa Cruz Metropolitan Transit District (METRO) has established five categories of common Key Performance Indicators (KPIs) which are prepared quarterly in order to inform the Board of Directors regarding METRO's financial and operational performance.
- This staff report is the web-accessible companion document to the attached PowerPoint presentation titled "Key Performance Indicators (KPI) Report for 2nd Quarter through December 31, 2023".
- Staff recommend that the Board of Directors accept and file the attached report.

**III. DISCUSSION/BACKGROUND**

METRO has established five categories of common Key Performance Indicators (KPIs) to ensure that the organization is constantly monitoring and improving its performance. The KPIs are a set of quantifiable measures that the District can utilize to gauge its performance and determine if it is meeting its strategic and operational goals.

Additionally, these metrics allow METRO to make data-driven decisions and work towards achieving its objectives by leveraging verified and carefully analyzed data, ultimately providing improved service to the community.

**Financial Performance KPIs** evaluate how efficiently agencies use resources to meet transit demand within their budget constraints. Financial Performance measures are the most widely used measures for transit agencies, due in part to National Transit Database (NTD) reporting requirements, which require transit agencies to annually report data on measures such as Farebox Recovery Ratio and Cost per Revenue Service Hour.

**Productivity KPIs** provide valuable insights regarding type of ridership (Fixed Route, Commuter, Student), locations (UCSC, Intercity, Highway 17, Local, Rural), route productivity (riders per hour by route), as well as seasonal fluctuations in ridership and routes.

**Risk Management & Safety KPIs** track and determine progress on specific objectives and evaluate protocols. Safety performance is commonly tracked at transit agencies for NTD reporting and OSHA requirements. Traffic accidents are broken down into different categories such as location (loading zones, intersections, etc.), moving objects (bicycles, vehicles, etc.), or stationary objects. Passenger Incidents report when the incident occurred (boarding the bus, on board the bus, or descending the bus).

**Reliability KPIs** assess the quality of the agency's vehicles and help fleet maintenance staff to run the department as efficiently as possible. The mean distance between chargeable road calls is a transit industry standard that measures the mechanical reliability of an agency's fleet by tracking the mean distance between bus breakdowns or failures. It is an important measure of the success of the agency's maintenance department and the investment in newer buses, which are less prone to maintenance issues.

**Dependability KPIs** evaluate the quality of a passenger's day-to-day experiences using transit, such as service reliability. In addition, they allow agencies to pinpoint the key reasons behind cancelled trips (lack of drivers, road calls, traffic accidents, or traffic congestion) and embark on corrective actions.

Below are the written explanations of the various charts and graphs in the attached Key Performance Indicators (KPI) Report for 2nd Quarter through December 31, 2023.

#### Slide 1

(Cover) Key Performance Indicators (KPI) Report for 2nd Quarter through December 31, 2023

#### Slide 2

##### Overview of Today's Presentation

- Financial Performance
  - System Farebox Recovery Ratio
  - Fixed Route & Commuter Cost / Revenue Service Hours
  - ParaCruz Cost / Trip
- Productivity
  - Total Ridership and Total Ridership / Hour
  - USCS, Cabrillo, Highway 17, & Local Ridership

- Passengers /Revenue Service Hours by Route
- Risk Management & Safety
  - Traffic Accidents
  - Passenger Incidents
- Reliability
  - Mean Miles between Chargeable Road Calls for Fixed Route, Highway 17, & ParaCruz
- Dependability
  - Cancelled Trips by Cause & Region
  - Pass-Ups for Fixed Route, UCSC by Quarter, and Year to Date Pass-Ups by Route

### Slide 3

(Cover) Financial Performance KPI's

### Slide 4

System Farebox Recovery Ratio

- Q2 FY24 Farebox Recovery is 19.0%, a year-over-year decline of 1.6% primarily due to Youth Free Fares; 0.4% lower than target and 2.6% higher than Q1 FY24 partially due to increased ridership
- The Farebox Recovery Target of 19.4% is based on the average actuals from FY19, FY22, FY23 (excludes FY20/FY21 due to COVID impact)

### Slide 5

Fixed Route & Commuter Cost per Revenue Service Hour (RSH)

- Q2 FY24 Cost per RSH is \$274, a modest increase (\$22) over last year's Q2 costs, and \$18 higher than average due to higher labor costs and marketing costs related to the Reimagine Metro campaign
- Revenue Service Hours increased 2.0% along with Fixed Route costs that increased by 11.0% when compared to the same time period FY23
- The Fixed Route/Commuter cost per RSH average of \$256 is based on the average actuals from FY19, FY22, FY23 (excludes FY20/FY21 due to COVID impact)

### Slide 6

ParaCruz Cost per Trip

- Q2 FY24 Cost per Trip is \$81, a year-over-year improvement of \$3, and flat with the average

- Trips delivered increased 21.8% and costs increased 17.3% when compared to the same time period FY23
- The ParaCruz Cost per Trip average of \$81 is based on the average actuals from FY19, FY22, FY23 (excludes FY20/FY21 due to COVID impact)

#### Slide 7

(Cover) Productivity KPI's

#### Slide 8

Total Ridership and Total Ridership per Hour (RPH)

- An 8.4% decrease in ridership in local, non-student ridership service
- A 67.0% increase in Student ridership, includes the Youth Ride Free ridership
- A 2.4% increase in Highway 17 ridership
- The Quarterly Ridership Target is based on the average quarterly actuals from FY19, FY22, FY23 (excludes FY20/FY21 due to COVID impact)
- UCSC ridership increased 57.1% over Q2 of FY23
- Cabrillo ridership increased 40.9%
- Youth ridership increased 388.2%
- The Quarterly RPH Target is based on the average quarterly actuals from FY19, FY22, FY23 (excludes FY20/FY21 due to COVID impact)

#### Slide 9

UCSC Ridership

- Q2 Ridership increased 57.1% as a result of several factors. Additional service was operated on the routes 18 and 19 (implemented in September), fall enrollment and on-campus residency increased 1.5% and 1.1%, respectively, and there were five more days of instruction in the month of December
- The Quarterly Ridership Target is based on the average quarterly actuals from FY19, FY22, FY23 (excludes FY20/FY21 due to COVID impact)

#### Slide 10

Cabrillo College Ridership

- Q2 Ridership increased 40.9% as more students returned to in-person sessions, though over half of those enrolled were taking online classes, at least part-time. Student enrollment also increased by 0.8%
- The Quarterly Ridership Target is based on the average quarterly actuals from FY19, FY22, FY23 (excludes FY20/FY21 due to COVID impact)

### Slide 11

#### Highway 17 Ridership

- Q2 Ridership increased 2.4% primarily due to the relative absence of inclement weather this quarter. This year, there was almost six less inches of rain in December compared to last year, which is 51.5% decrease. Without this kind of storm surge happening this December, METRO was able to reliably operate all Hwy 17 service without dropping trips
- The Quarterly Ridership Target is based on the average quarterly actuals from FY19, FY22, FY23 (excludes FY20/FY21 due to COVID impact)

### Slide 12

#### Local Ridership

- Q2 Ridership increased 38.0% due to an additional 10.3% of vehicle revenue hours operated. Furthermore, it seems that more than half of the growth in K-12 boardings, as a result of the Youth Cruz Free program, appear to be attributable to new riders or increased boardings from existing riders. UCSC and Cabrillo ridership also increased 57.1% and 40.9%, respectively
- The Quarterly Ridership Target is based on the average quarterly actuals from FY19, FY22, FY23 (excludes FY20/FY21 due to COVID impact)

### Slide 13

#### YTD FY23 Passengers/Service Hours by Route

- Total Passengers/Service Hours are 19.0 for Q2 FY24
- Combined UCSC Passengers/Service Hours were 37.4
- Combined Intercity Passengers/Service Hours were 16.1
- Combined Rural Passengers/Service Hours were 10.8
- Combined Local Passengers/Service Hours were 10.5
- Combined Highway 17 Passengers/Service Hours were 8.9

### Slide 14

#### (Cover) Risk Management & Safety KPI's

### Slide 15

#### Traffic Accidents

- Total Traffic Accidents in Q2 FY24 decreased by 6 (19%) over Q1 FY24 and increased by 11 (79%) from a year ago, Q2 FY23
- Collisions with Other Vehicles (between intersections) for Q2 FY24 increased by 4 (100%) over Q1 FY24 and increased by 1 (14%) from a year ago, Q2 FY23

- Collisions Between District Vehicles for Q2 FY24 decreased by 1 (33%) over Q1 FY24 and increased by 2 (100%) from a year ago, Q2 FY23
- Other Collisions for Q2 FY24 decreased by 9 (38%) over Q1 FY24 and increased by 8 (114%) from a year ago, Q2 FY23
- Metro average of 80 is based on pre-pandemic 3-year average (FY19, FY22, FY23)
- Quarterly categories are only reported if any reporting/presented quarter has 3 or more incidents.
- The YTD total is **all** incidents (Collisions between/at intersections, fixed object, rear end, and other collisions, along with collisions between District vehicles)

#### Slide 16

##### Passenger Incidents

- Safety, Fleet Maintenance, and Information Technology departments are collaborating to identify further methods to reduce the number of incidents.
- Most boarding incidents occur when the passengers are using cell phones, not paying attention, or sleeping.
- YTD Ridership numbers are 1,200,211, 1,454,679, and 1,755,931 respectively for FY22, FY23, and FY24
- Metro Average of 128 is based on pre-pandemic 3-year average (FY19, FY22, FY23)

#### Slide 17

##### (Cover) Reliability KPI's

#### Slide 18

##### Mean Miles between Chargeable Road calls – Fixed Route (Local)

- Q2 FY24 mileage between calls decreased by 40,803 and road calls increased by 22 compared to the same time period in FY23
- Chargeable road calls in Q2 FY24 are 18 in October, 20 in November, and 15 in December
- The current target of 51,529 and is based off a 3-year monthly average from FY21-FY23, times three to get to a quarterly number

#### Slide 19

##### Mean Miles between Chargeable Road calls – Highway 17

- Q2 FY24 mileage between calls decreased by 30,347 and road calls increased by 6 compared to the same time period in FY23



- Chargeable road calls in Q2 FY24 are 4 each month (October, November, December)
- The current target of 63,729 and is based off a 3-year monthly average from FY21-FY23, times three to get to a quarterly number

#### Slide 20

##### Mean Miles between Chargeable Road calls – ParaCruz

- FY24 mileage between calls increased by 24,851 there was only 1 road call, a decrease of 1 when compared to the same time period in FY23
- In Q2 FY24 chargeable road calls were zero in October and November, and 1 in December
- The current target of 96,144 and is based off a 3-year monthly average from FY21-FY23, times three to get to a quarterly number

#### Slide 21

##### (Cover) Dependability KPI's

#### Slide 22

##### Cancelled Trips by Cause & Region

- There were three cancelled trips in Q2 FY24 – one due to mechanical issues, the other two were due to no Operators.
- Only two routes were impacted – Local Watsonville and the UCSC & Westside
- Full year average of 288 is based on the average of FY19, FY22, FY23 (excludes FY20/FY21 due to COVID impact)

#### Slide 23

##### Pass-Ups by Quarter/Reason – Fixed Route

- In Q2 FY24, total pass-ups were 225, which is 161 (41.7%) lower when compared to Q2 FY23
- October had a decrease of 118 pass-ups (58.7%), November had a decrease of 45 (35.4%), and December had an increase of 2 (3.4%) when compared to the same time period as FY23
- 27.9% of Year-to-Date total pass-ups are caused by full bus capacity, followed by 25.9% due to Intoxicated/Belligerent/Biohazard, and by 25.0% of Other, which covers a wide range of issues (such as Surfboards, No Shoes, Smoking/Vaping, and Hygiene to name a few), all other categories less than 10%

### Slide 24

#### Pass-Ups by Quarter/Reason – UCSC

- In Q2 FY24, total pass-ups were 118, which is 593 (83.4%) lower when compared to Q2 FY23
- October had a decrease of 561 pass-ups (9.02%), November had a decrease of 56 (67.5%), and December had an increase of 24 (400.0%) when compared to the same time period as FY23
- 77.4% of Year-to-Date total pass-ups are caused by full bus capacity, followed by 9.7% caused by riders being Away from Stop/Curb, all other categories are less than 6%

### Slide 25

#### YTD FY23 Pass-Ups by Route

- YTD Pass-ups total 651
- Intercity Routes comprised 211 (32.4%), of which 32.7% were due to Intoxicated/Biohazard
- UCSC Routes comprised 195 (30.0%), of which 77.4% were due to full bus capacity
- Highway 17 Routes comprised 122 (18.7%), of which 64.8% were due to full bus capacity
- Rural Routes comprised 83 (12.7%), of which 42.2% were due to full bus capacity
- Local Routes comprised 40 (6.1%), 42.5% were due to Intoxicated/Biohazard

### Slide 26

(Cover) Questions?

### Slide 27 thru Slide 29

#### KPI Metric Descriptions & Importance

##### **Financial Performance**

The Farebox Recovery Ratio represents the passenger fares (Fixed Route and Commuter) coverage of Metro's agency costs; this provides insight to the amount of non-passenger revenue (subsidy) needed to cover costs. Additionally, it allows the agency to compare cost-effectiveness within its own service.

Fixed Route and Commuter Cost per Revenue Service Hour (RSH) along with the ParaCruz Cost per Trip depict the cost per hour of service/trip. By effectively tracking and minimizing costs, this measurement ensures efficient delivery of transit services.

Data presented is by Quarter, for the current and past two fiscal years.

### **Productivity**

Total Ridership and Ridership per hour are measures of productivity. The metrics depict seasonal fluctuations in ridership related to holidays, school terms, and other changes.

Student ridership, historically a large portion of METRO's total ridership, shows changes in student enrollment and seasonal trends can be seen year over year.

Highway 17 demonstrates METRO's commuter ridership, connecting Santa Cruz to San Jose.

Local Ridership excludes student and commuter routes and reflects all other routes within the county.

Passengers per Revenue Service Hour (RSH) depicts the productivity of each route. This ratio brings the true productivity of each route to scale and can stimulate discussions about frequency of service in urban and semi-urban areas of the county versus geographic coverage.

Data presented is by Quarter, for the current and past two fiscal years.

### **Risk Management & Safety**

Traffic Accidents are broken down into different categories: Collisions between intersections, at the intersection, with fixed objects, with other district vehicles

Passenger Incidents happen with METRO passengers either while boarding a bus, on board a bus, or alighting (descending) a bus.

Data presented is by Quarter, for the current quarter, previous quarter, and the current quarter for the last fiscal year.

Quarterly categories are only reported if any reporting/presented quarter has 3 or more incidents.

The YTD total is **all** incidents (Collisions between/at intersections, fixed object and rear end collisions, along with collisions between District vehicles)

### **Reliability**

Any a mechanical failure that impedes the vehicle from starting or completing a scheduled revenue trip because actual movement is limited, or there are safety concerns are used to calculate the Mean Miles Between Chargeable Road Call.

The metric is calculated using the number of miles for the month divided by the number of chargeable road calls for each service type (Fixed Route, Commuter, and ParaCruz).

Data presented is by Quarter, for the current and past two fiscal years.

**Dependability**

Cancelled Trips are presented by Region and Cause for the current quarter and total for three years.

Pass-Ups occur when a bus operator must leave behind a passenger for a variety of reasons: No Fare, Exceeds Capacity Load (Full Bus), Intoxicated/Belligerent/Biohazard, No Mask, and All Other.

Pass-Ups data are presented by Quarter, for the current and past two fiscal years for both Fixed Route and UCSC along with a YTD presentation of Routes with 10 or more Pass-Ups.

Slide 30

Historical Metrics for the past five years and the current year-to-date

**IV. STRATEGIC PLAN PRIORITIES ALIGNMENT**

This report pertains to METRO’s Financial Stability, Stewardship & Accountability and assist in management’s effort for continuous improvement of the performance of the agency.

**V. FINANCIAL CONSIDERATIONS/IMPACT**

None

**VI. ALTERNATIVES CONSIDERED**

There are no alternatives to consider, as this is an accept and file KPI Report as of December 31, 2023

**VII. ATTACHMENTS**

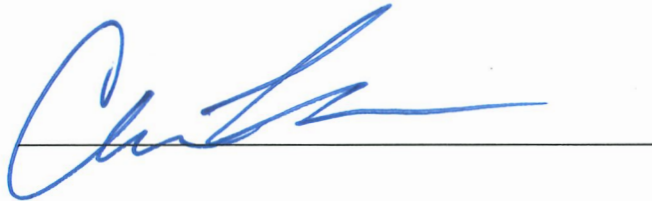
**Attachment A:** KPI Presentation as of December 31, 2023

Prepared by: Cathy L. Downes, Sr. Financial Analyst

**VIII. APPROVALS**

Approved as to fiscal impact:

Chuck Farmer,  
Chief Financial Officer



Daniel L. Zaragoza,  
Interim CEO/General Manager



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# **KEY PERFORMANCE INDICATORS (KPI) REPORT**

## **FOR 2nd Quarter through December 31, 2023**

Board of Directors

*February 23, 2024*

Chuck Farmer, Chief Financial Officer

# Overview of Today's Presentation:

## KPI Category Criteria / Metric

- ✓ Financial Performance
  - ✓ System Farebox Recovery Ratio
  - ✓ Fixed Route & Commuter Cost / RSH
  - ✓ ParaCruz Cost / Trip

- ✓ Productivity
  - ✓ Total Ridership and Total Ridership / Hour
  - ✓ UCSC, Cabrillo, Highway 17, & Local Ridership
  - ✓ Passengers / RSH by Route

- ✓ Risk Management & Safety
  - ✓ Traffic Accidents
  - ✓ Passenger Incidents

- ✓ Reliability
  - ✓ Miles between Chargeable Road Calls for Fixed Route, Highway 17, & ParaCruz

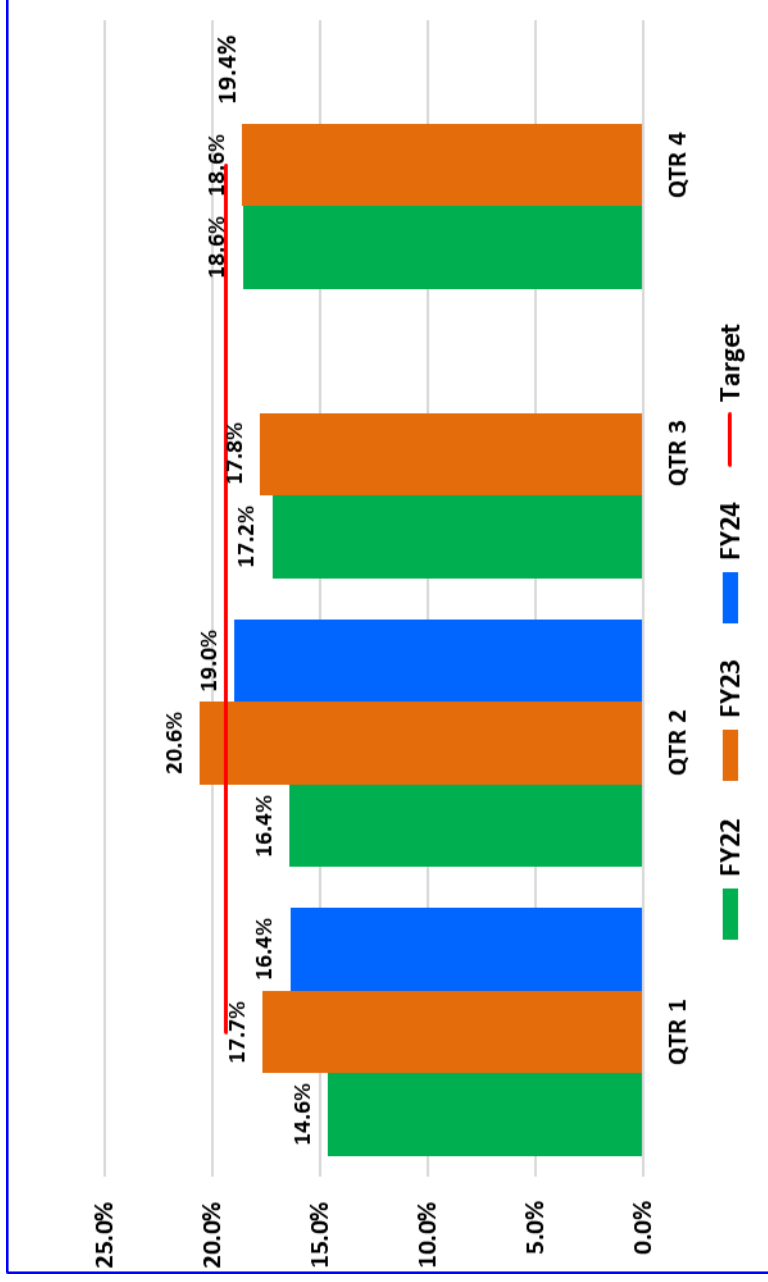
- ✓ Dependability
  - ✓ Cancelled Trips by Cause & Region
  - ✓ Pass-Ups for Fixed Route, UCSC, & Routes



# Financial Performance KPI's

9.4A.3

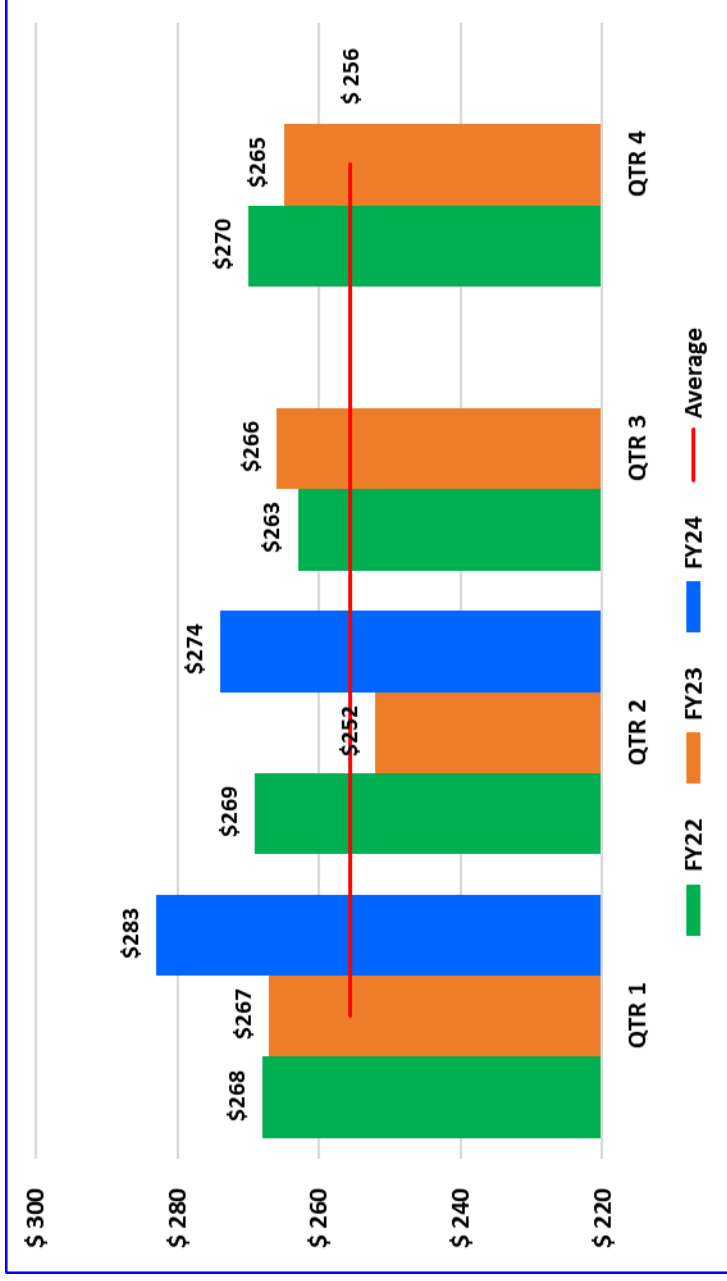
# System Farebox Recovery:



Q2 FY24 Farebox Recovery is 19.0%, a year-over-year decline of 1.6% primarily due to Youth Free Fares; 0.4% lower than target and 2.6% higher than Q1 FY24 partially due to increased ridership

The Farebox Recovery Target of 19.4% is based on the average actuals from FY19, FY22, FY23 (excludes FY20/FY21 due to COVID impact)

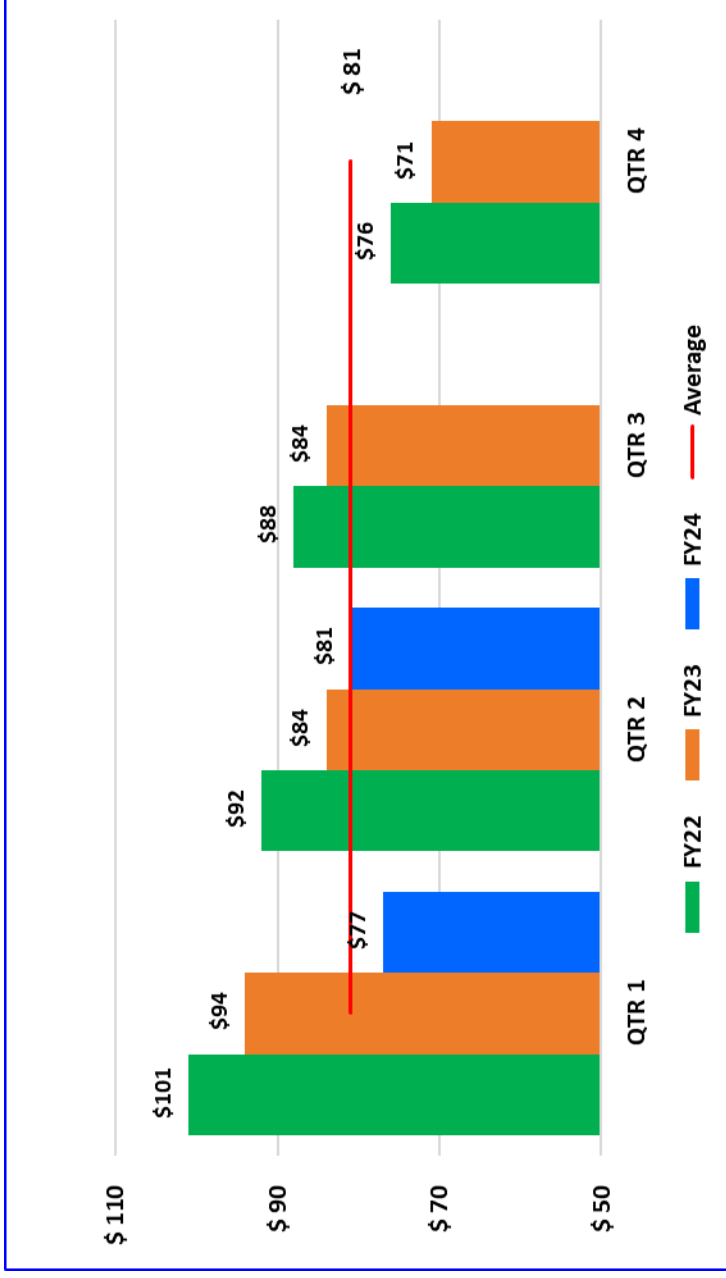
# Fixed Route/Commuter Cost per RSH



- Q2 FY24 Cost per RSH is \$274, a modest increase (\$22) over last year's Q2 costs, and \$18 higher than average due to higher labor costs and marketing costs related to the Reimagine Metro campaign
- Revenue Service Hours increased 2.0% along with Fixed Route costs that increased by 11.0% when compared to the same time period FY23
- The Fixed Route/Commuter cost per RSH average of \$256 is based on the average actuals from FY19, FY22, and FY23 (excludes FY20/FY21 due to COVID impact)

## 9.4A.5

# ParaCruz Cost per Trip



- Q2 FY24 Cost per Trip is \$81, a year-over-year improvement of \$3, and flat with the average

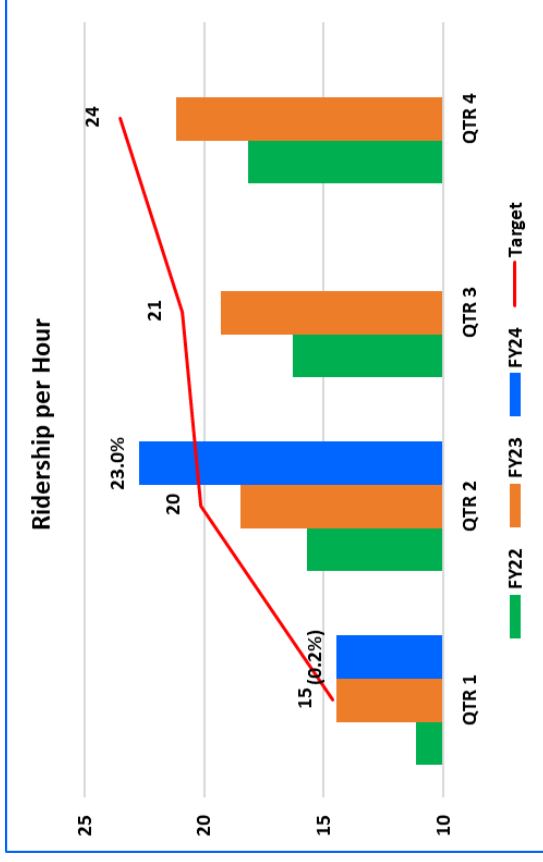
Trips delivered increased 21.8% and costs increased 17.3% when compared to the same time period FY23

The ParaCruz Cost per Trip average of \$81 is based on the average actuals from FY19, FY22, and FY23 (excludes FY20/FY21 due to COVID impact)

## 9.4A.6

# Productivity KPI's

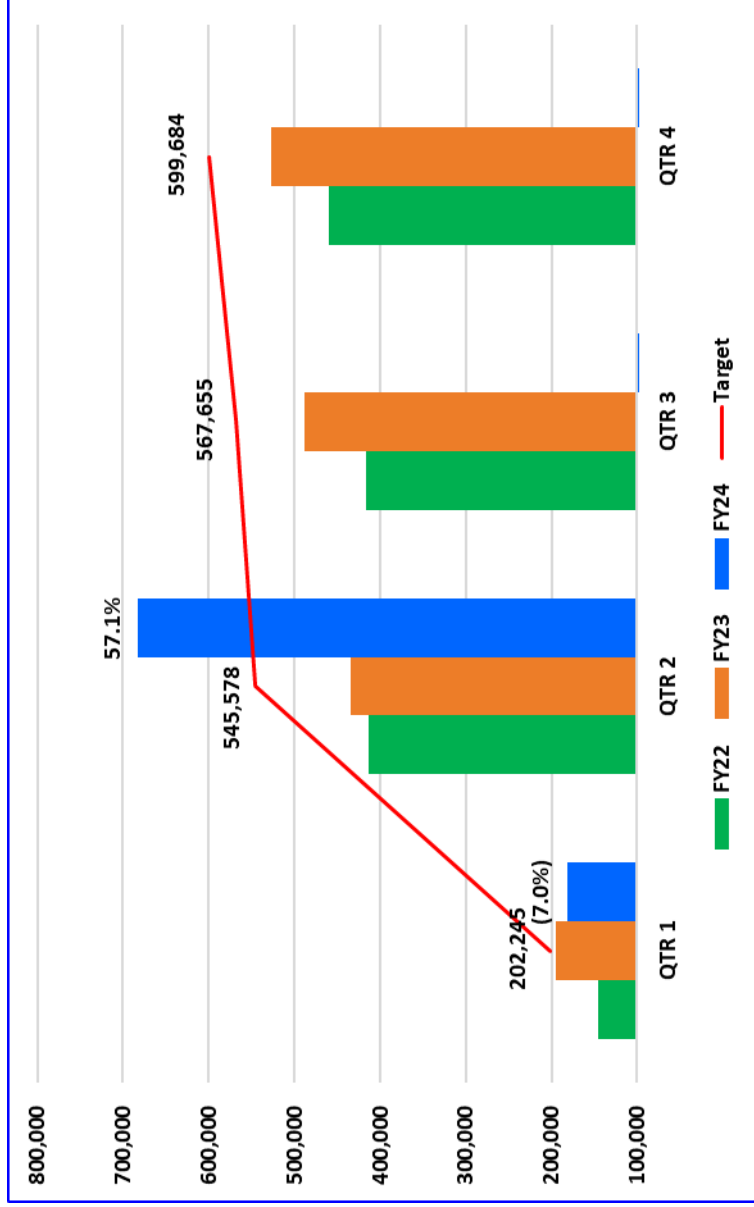
# Total Ridership / Ridership per Hour (RPH)



- An 8.4% decrease in ridership in local, non-student ridership service
- A 67.0% increase in Student ridership, includes the Youth Ride Free ridership
- A 2.4% increase in Highway 17 ridership
- The Quarterly Ridership Target is based on the average quarterly actuals from FY19, FY22, and FY23 (excludes FY20/FY21 due to COVID impact)

- UCSC ridership increased 57.1% over Q2 of FY23
- Cabrillo ridership increased 40.9%
- Youth ridership increased 388.2%
- The Quarterly RPH Target is based on the average quarterly actuals from FY19, FY22, and FY23 (excludes FY20/FY21 due to COVID impact)

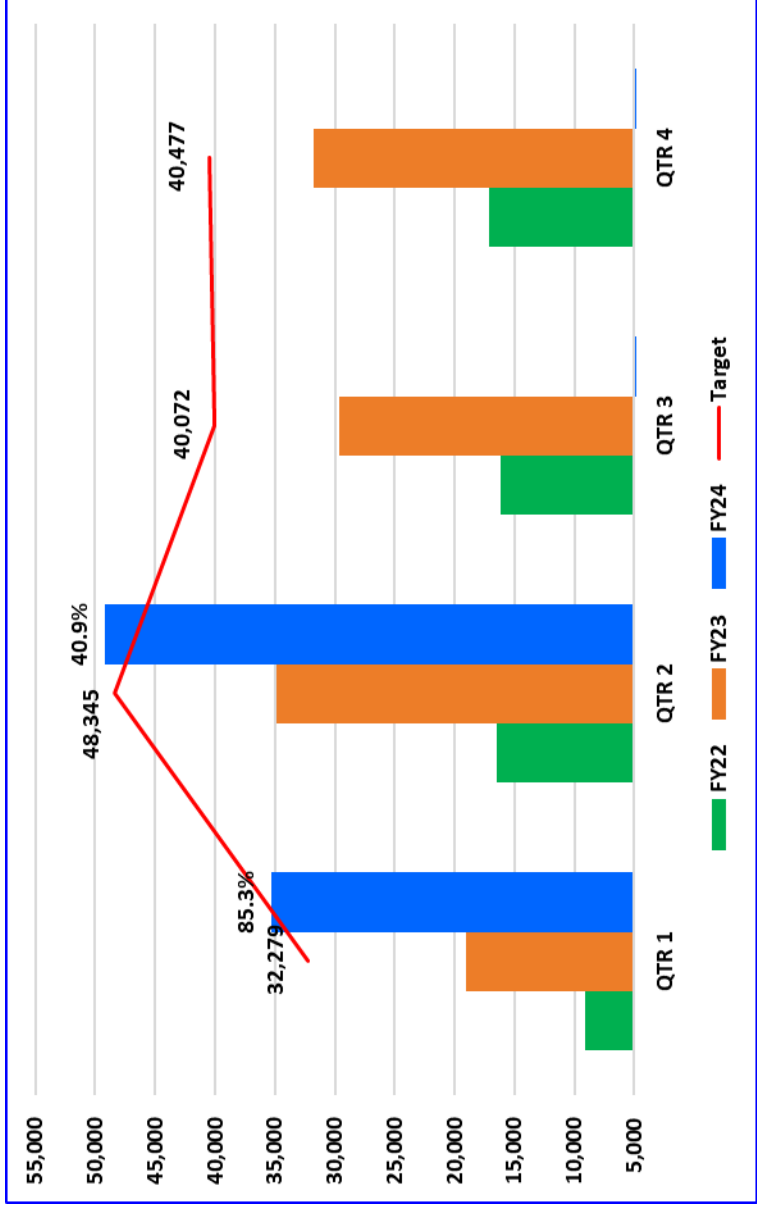
# UCSC Ridership



Q2 Ridership increased 57.1% as a result of several factors. Additional service was operated on the routes 18 and 19 (implemented in September), fall enrollment and on-campus residency increased 1.5% and 1.1%, respectively, and there were five more days of instruction in the month of December.

The Quarterly Ridership Target is based on the average quarterly actuals from FY19, FY22, and FY23 (excludes FY20/FY21 due to COVID impact)

# Cabrillo College Ridership

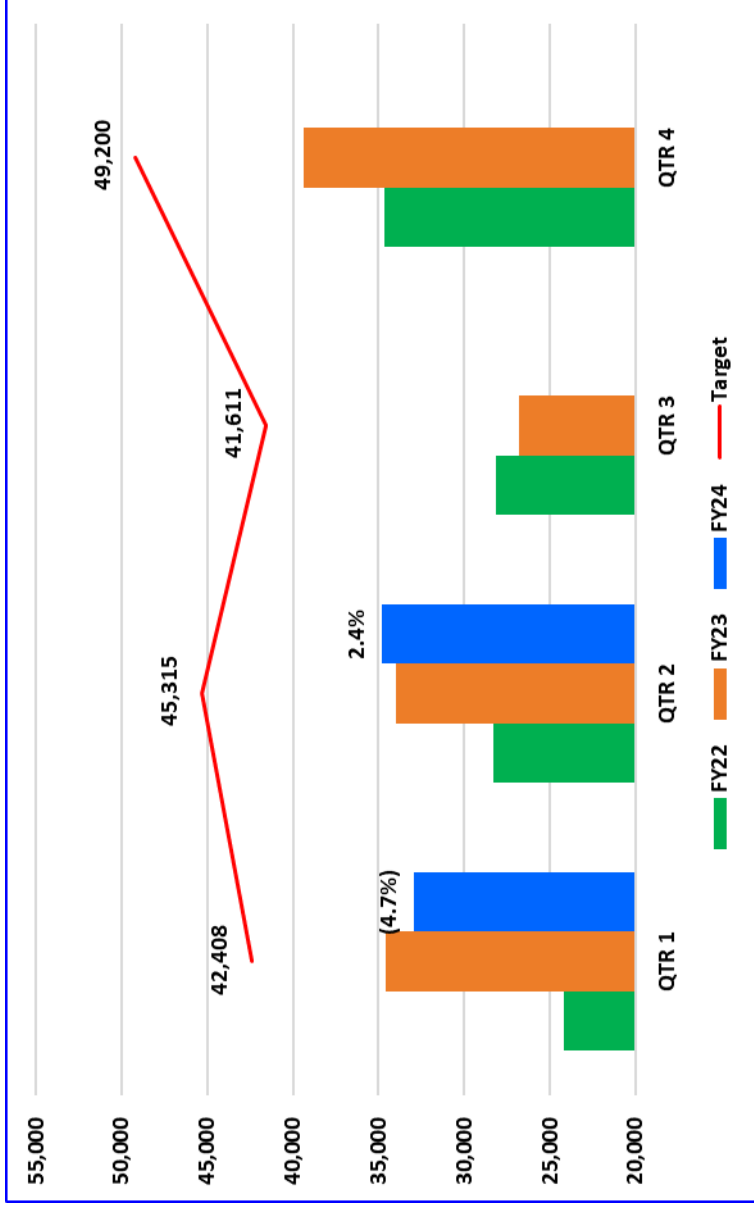


Q2 Ridership increased 40.9% as more students returned to in-person sessions, though over half of those enrolled were taking online classes, at least part-time. Student enrollment also increased by 0.8%.

The Quarterly Ridership Target is based on the average quarterly actuals from FY18, FY19, FY22 (excludes FY20/FY21 due to COVID impact)



# Highway 17 Ridership

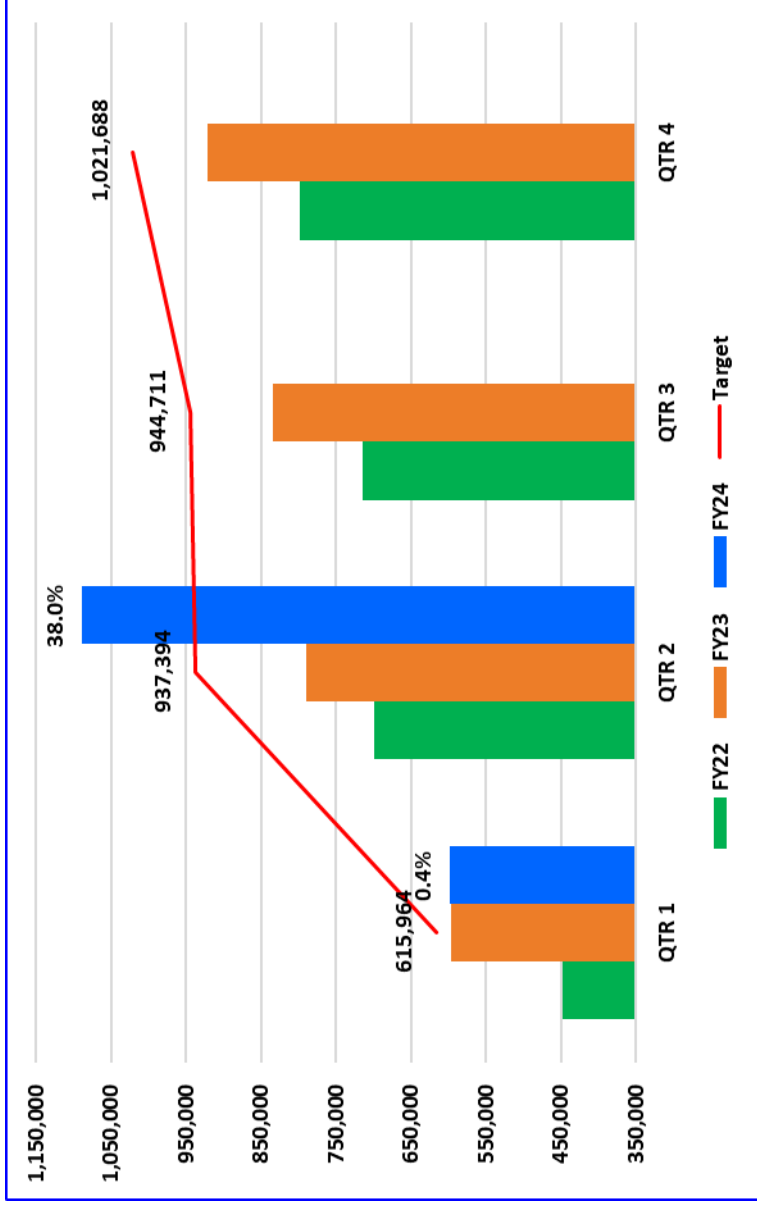


Q2 Ridership increased 2.4% primarily due to the relative absence of inclement weather this quarter. This year, there was almost six less inches of rain in December compared to last year, which is 51.5% decrease. Without this kind of storm surge happening this December, METRO was able to reliably operate all Hwy 17 service without dropping trips

The Quarterly Ridership Target is based on the average quarterly actuals from FY19, FY22, and FY23 (excludes FY20/FY21 due to COVID impact)

## 9.4A.11

# Local Ridership



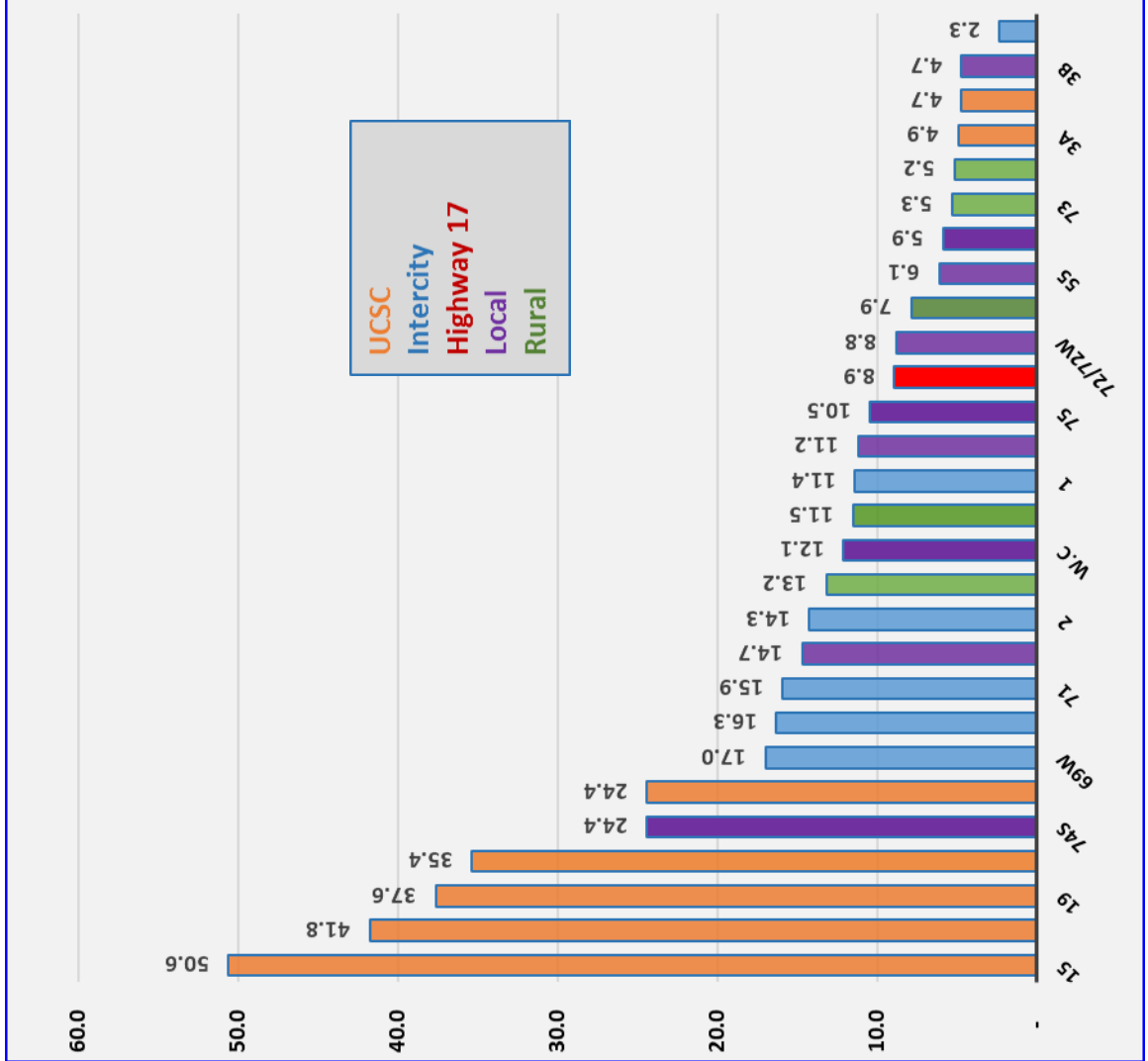
Q2 Ridership increased 38.0% due to an additional 10.3% of vehicle revenue hours operated. Furthermore, it seems that more than half of the growth in K-12 boardings, as a result of the Youth Cruz Free program, appear to be attributable to new riders or increased boardings from existing riders. UCSC and Cabrillo ridership also increased 57.1% and 40.9%, respectively.

The Quarterly Ridership Target is based on the average quarterly actuals from FY19, FY22, and FY23 (excludes FY20/FY21 due to COVID impact)

## 9.4A.12:

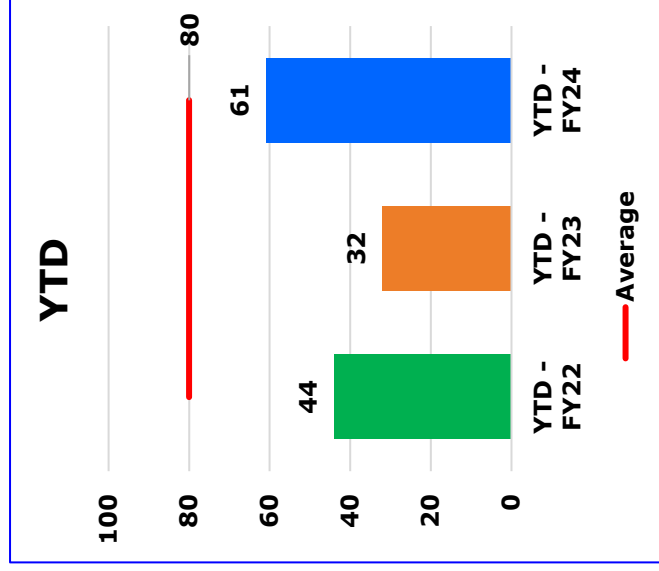
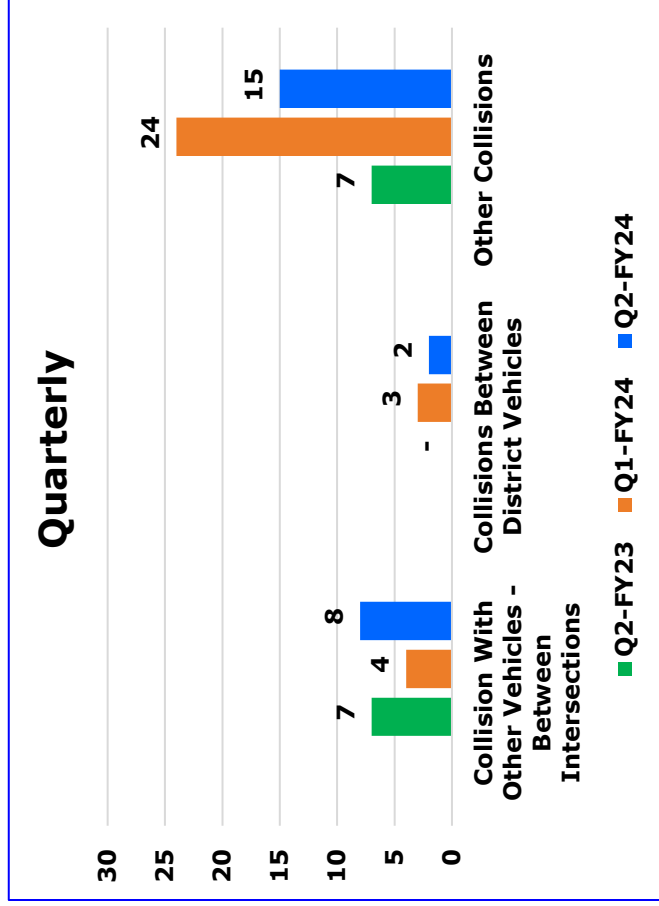
# YTD FY24 Passengers/Service Hours by Route

- Total Passengers/Service Hours are 19.0 for Q2 FY24
- Combined UCSC Passengers/Service Hours were 37.4
- Combined Intercity Passengers/Service Hours were 16.1
- Combined Rural Passengers/Service Hours were 10.8
- Combined Local Passengers/Service Hours were 10.5
- Combined Highway 17 Passengers/Service Hours were 8.9



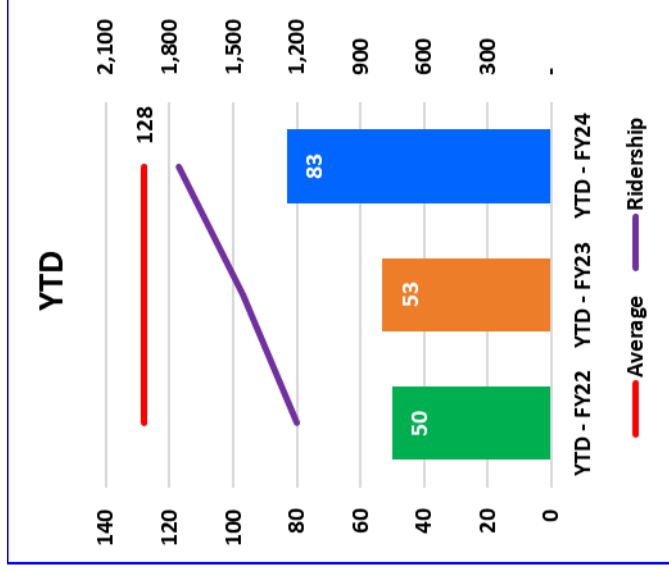
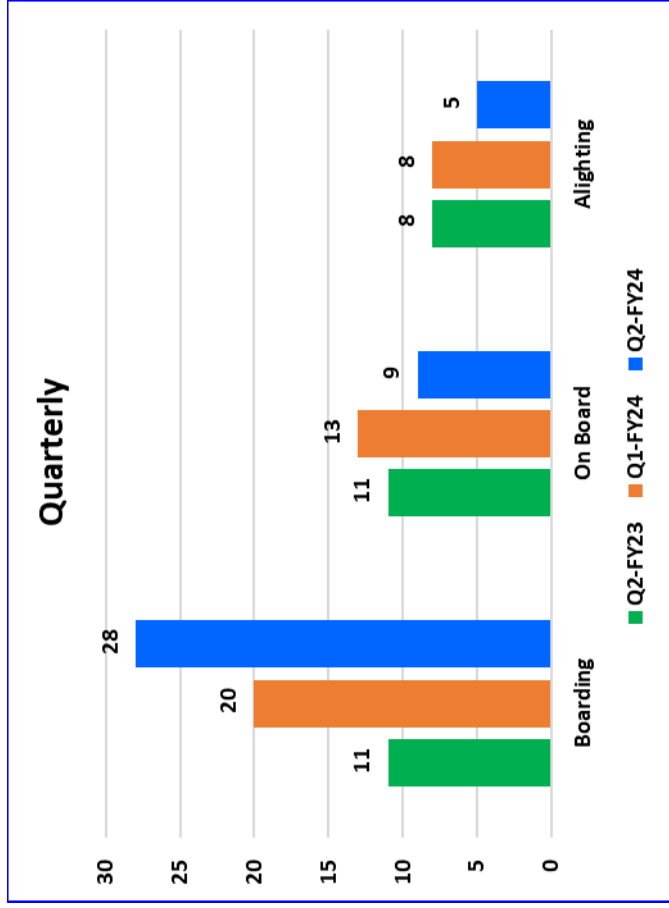
# **Risk Management & Safety KPI's**

# Traffic Accidents



- Total Traffic Accidents in Q2 FY24 decreased by 6 (19%) over Q1 FY24 and increased by 11 (79%) from a year ago, Q2 FY23
- Collisions with Other Vehicles (between intersections) for Q2 FY24 increased by 4 (100%) over Q1 FY24 and increased by 1 (14%) from a year ago, Q2 FY23
- Collisions Between District Vehicles for Q2 FY24 decreased by 1 (33%) over Q1 FY24 and increased by 2 (100%) from a year ago, Q2 FY23
- Other Collisions for Q2 FY24 decreased by 9 (38%) over Q1 FY24 and increased by 8 (114%) from a year ago, Q2 FY23
- Metro average of 80 is based on pre-pandemic 3-year average (FY19, FY22, FY23); Quarterly categories are only reported if any reporting/presented quarter has 3 or more incidents.
- The YTD total is **all** incidents (Collisions between/at intersections, fixed object and rear end collisions, along with collisions between District vehicles)

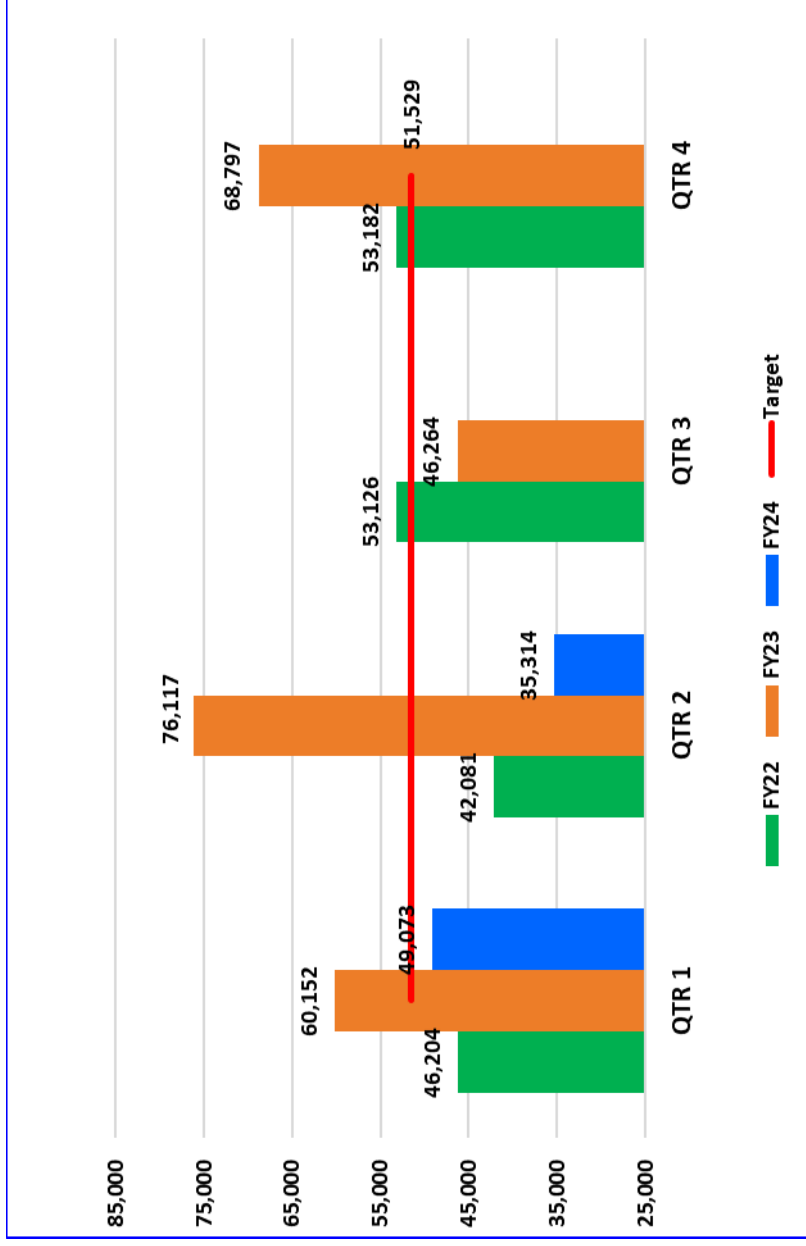
# Passenger Incidents



- Safety, Fleet Maintenance, and Information Technology departments are collaborating to identify further methods to reduce the number of incidents.
- Most boarding incidents occur when the passengers are using cell phones, not paying attention, or sleeping.
- YTD Ridership numbers are 1,200,211, 1,454,679, and 1,755,931 respectively for FY22, FY23, and FY24
- Metro Average of 128 is based on pre-pandemic 3-year average (FY19, FY22, FY23)

# Reliability KPI's

# Mean Miles Between Chargeable Road Calls – Fixed Route (Local)

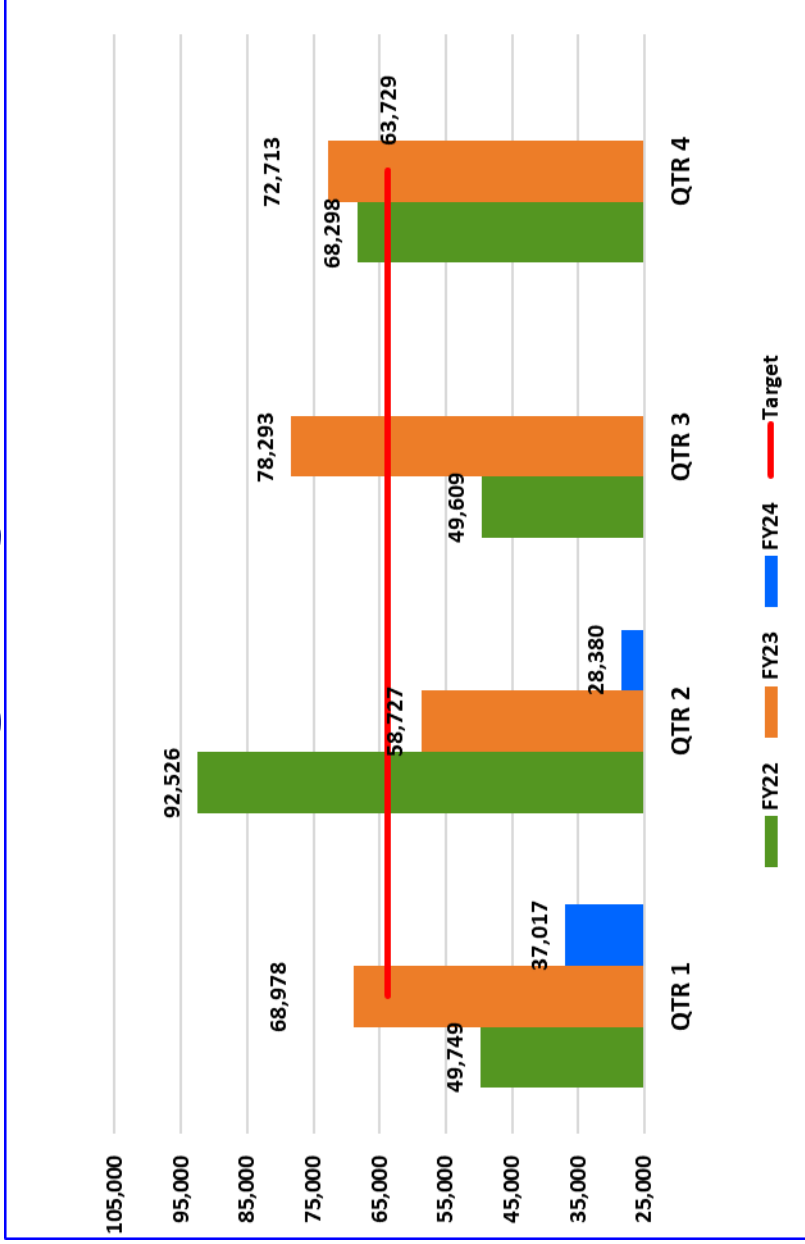


- Q2 FY24 mileage between calls decreased by 40,803 and road calls increased by 22 compared to the same time period in FY23
- Chargeable road calls in Q2 FY24 are 18 in October, 20 in November, and 15 in December
- The current target of 51,529 and is based off a 3-year monthly average from FY21-FY23, times three to get to a quarterly number.

9.4A.18



# Mean Miles Between Chargeable Road Calls – Highway 17

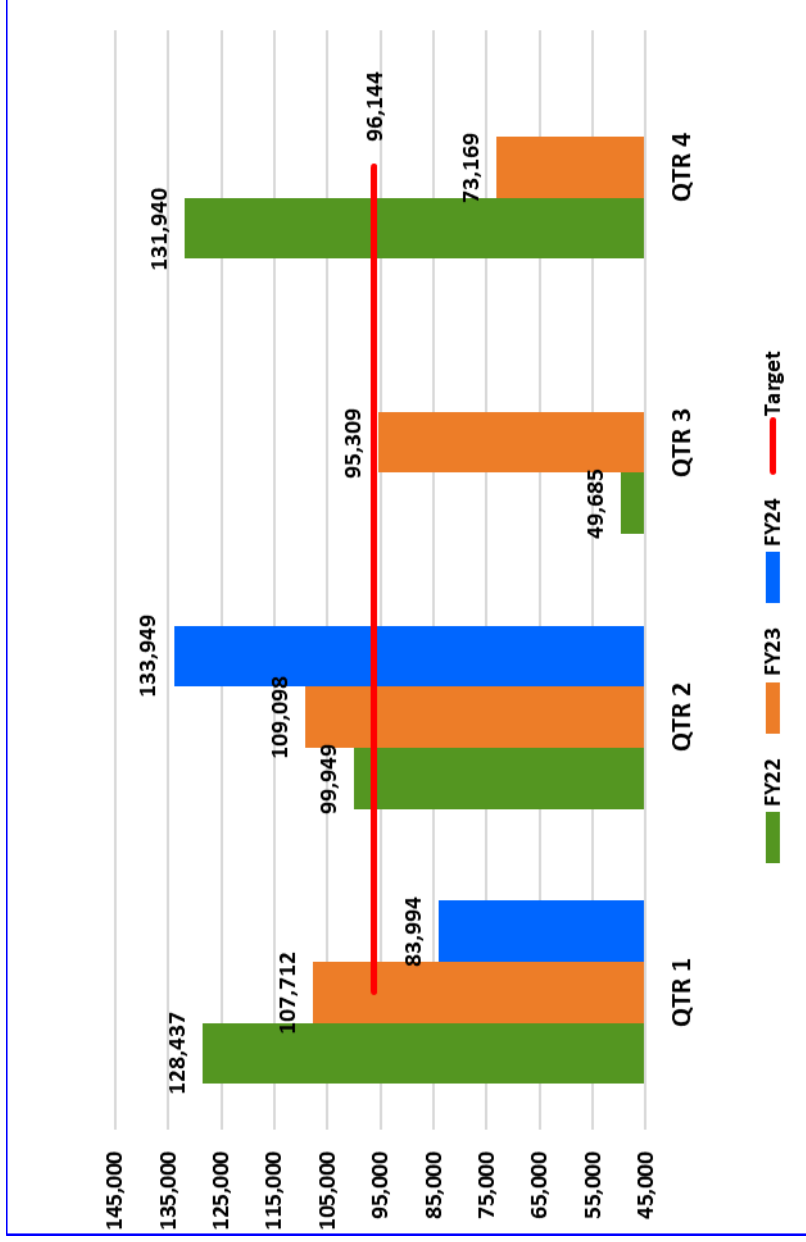


Q2 FY24 mileage between calls decreased by 30,347 and road calls increased by 6 compared to the same time period in FY23

Chargeable road calls in Q2 FY24 are 4 each month (October, November, December)

The current target of 63,729 and is based off a 3-year monthly average from FY21-FY23, times three to get to a quarterly number.

# Mean Miles Between Chargeable Road Calls – ParaCruz



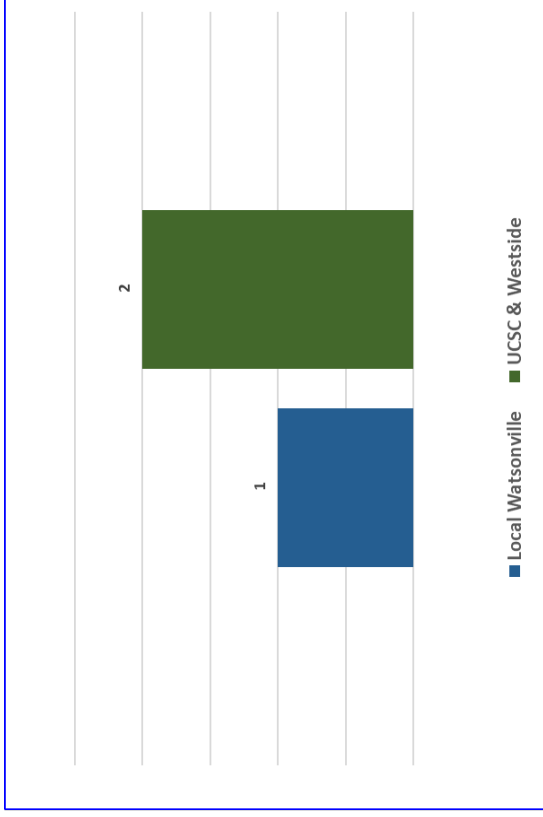
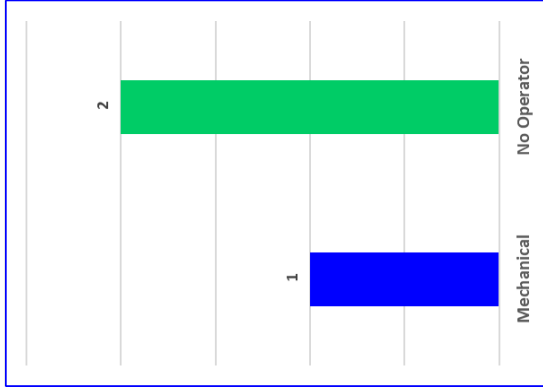
9.4A.20 • Q2 FY24 mileage between calls increased by 24,851 there was only 1 road call, a decrease of 1 when compared to the same time period in FY23

• In Q2 FY24 chargeable road calls were zero in October and November, and 1 in December

• The current target of 96,144 and is based off a 3-year monthly average from FY21-FY23, times three to get to a quarterly number.

# Dependability KPI's

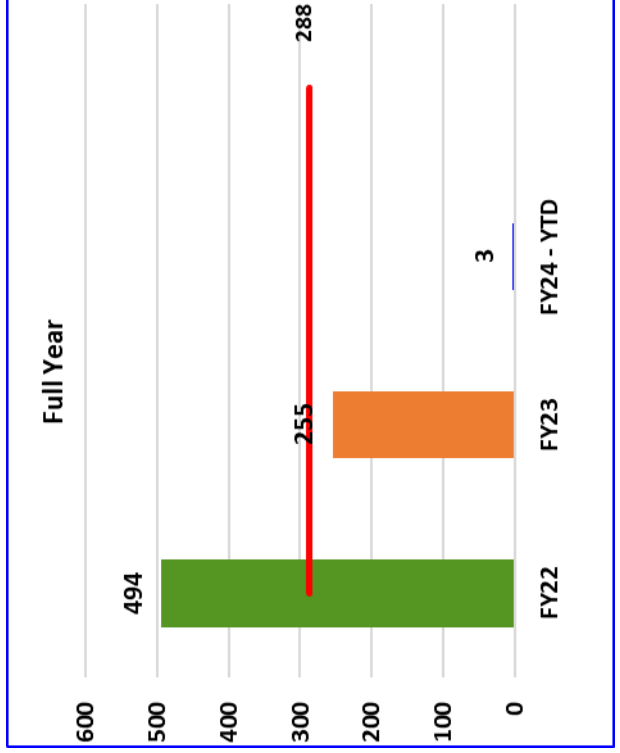
# Cancelled Trips by Cause & Region



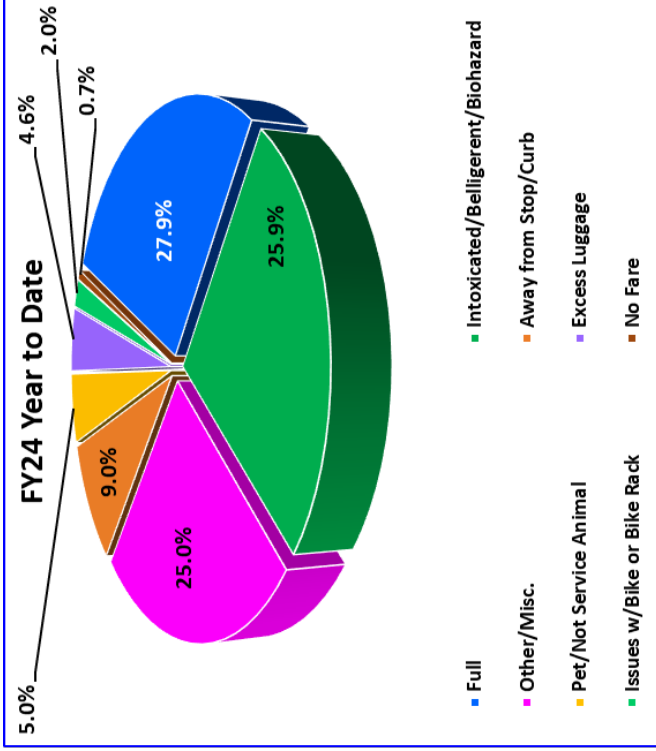
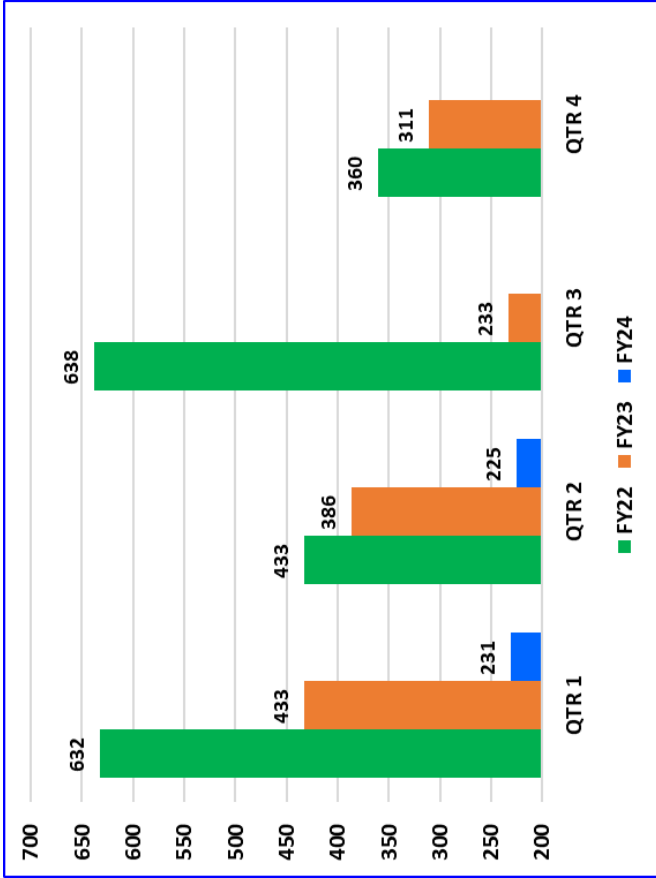
- There were 3 cancelled trips in Q2 FY24 – one due to mechanical issues, the other 2 due to no Operators.

- Only two routes were impacted – Local Watsonville and the UCSC & Westside

Full year average of 288 is based on pre-pandemic 3-year average (FY19, FY22, FY23)

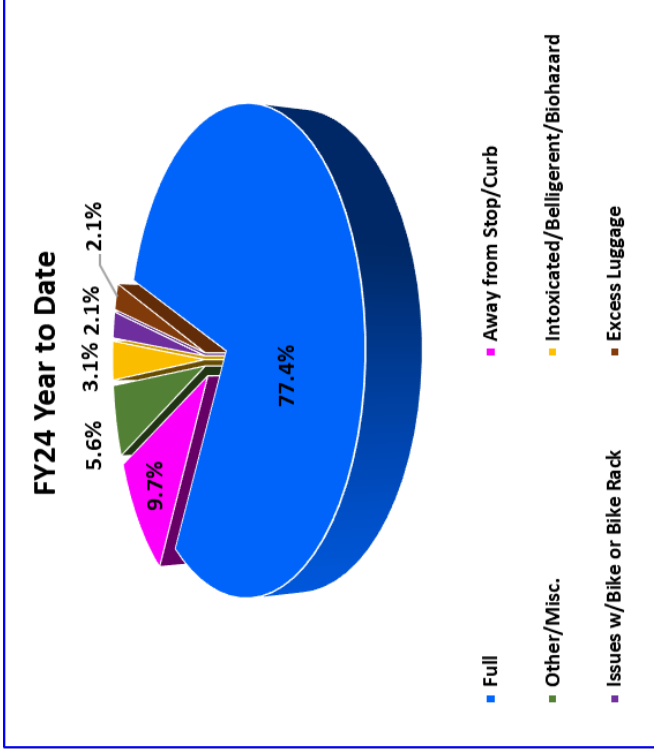
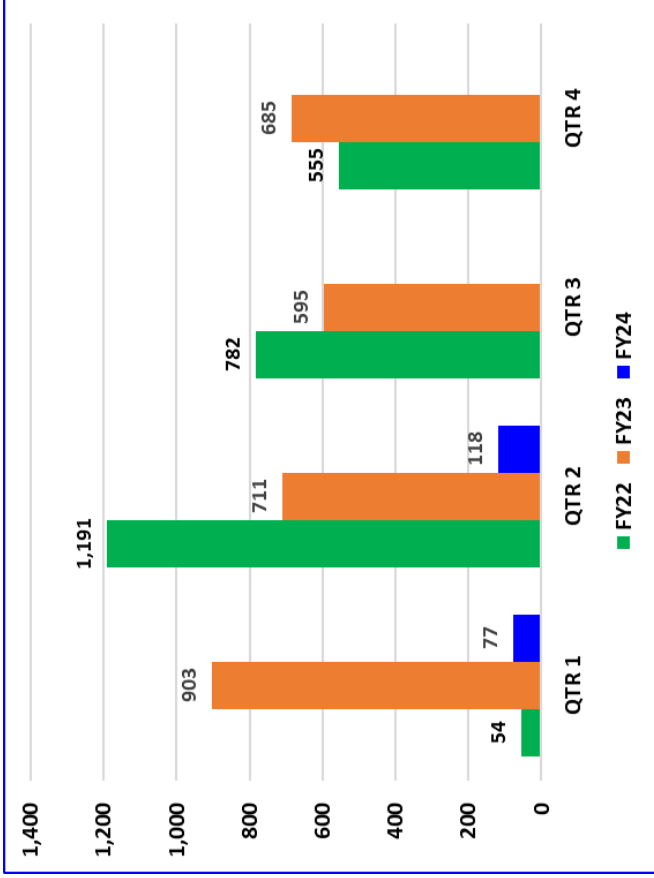


# Pass-Ups by Quarter/Reason - Fixed Route



- In Q2 FY24, total pass-ups were 225, which is 161 (41.7%) lower when compared to Q2 FY23
- October had a decrease of 118 pass-ups (58.7%), November had a decrease of 45 (35.4%), and December had an increase of 2 (3.4%) when compared to the same time period as FY23
- 27.9% of Year-to-Date total pass-ups are caused by full bus capacity, followed by 25.9% due to Intoxicated/Belligerent/Biohazard, and by 25.0% of Other, which covers a wide range of issues (such as Surfboards, No Shoes, Smoking/Vaping, and Hygiene to name a few), all other categories less than 10%

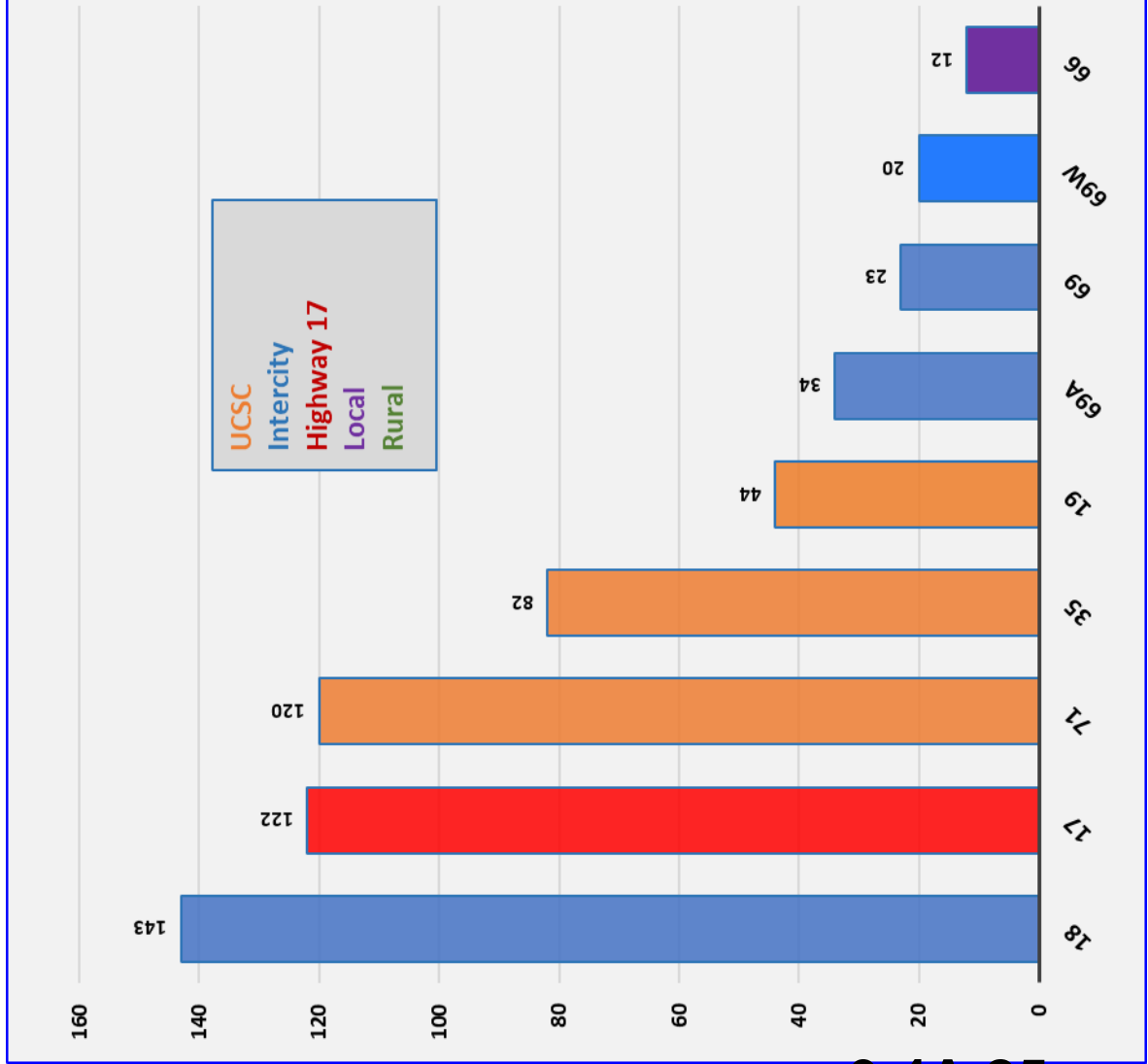
# Pass-Ups by Quarter/Reason - UCSC



- In Q2 FY24, total pass-ups were 118, which is 593 (83.4%) lower when compared to Q2 FY23
- October had a decrease of 561 pass-ups (90.2%), November had a decrease of 56 (67.5%), and December had an increase of 24 (400.0%) when compared to the same time period as FY23
- 77.4% of Year-to-Date total pass-ups are caused by full bus capacity, followed by 9.7% caused by riders being Away from Stop/Curb, all other categories are less than 6%

9.4A.24

# YTD FY24 Pass-Ups by Route\*



- YTD Pass-ups total 651
- Intercity Routes comprised 211 (32.4%), of which 32.7% were due to Intoxicated/Biohazard
- UCSC Routes comprised 195 (30.0%), of which 77.4% were due to full bus capacity
- Highway 17 Routes comprised 122 (18.7%), of which 64.8% were due to full bus capacity
- Rural Routes comprised 83 (12.7%), of which 42.2% were due to full bus capacity
- Local Routes comprised 40 (6.1%), 42.5% were due to Intoxicated/Biohazard

# Questions ?



# KPI Metric Descriptions & Importance

Metric	Description & Importance
<b>Financial Performance</b>	<p>The Farebox Recovery Ratio represents the passenger fares (Fixed Route and Commuter) coverage of Metro's agency costs; this provides insight to the amount of non-passenger revenue (subsidy) needed to cover costs. Additionally, it allows the agency to compare cost-effectiveness within its own service.</p> <p>Fixed Route and Commuter Cost per Revenue Service Hour (RSH) along with the ParaCruz Cost per Trip depict the cost per hour of service/trip. By effectively tracking and minimizing costs, this measurement ensures efficient delivery of transit services.</p> <p>Data presented is by Quarter, for the current and past two fiscal years.</p>
<b>Productivity</b>	<p>Total Ridership and Ridership per hour are measures of productivity. The metrics depict seasonal fluctuations in ridership related to holidays, school terms, and other changes.</p> <p>Student ridership, historically a large portion of METRO's total ridership, shows changes in student enrollment and seasonal trends can be seen year over year.</p> <p>Highway 17 demonstrates METRO's commuter ridership, connecting Santa Cruz to San Jose.</p> <p>Local Ridership excludes student and commuter routes and reflects all other routes within the county.</p> <p>Passengers per Revenue Service Hour (RSH) depicts the productivity of each route. This ratio brings the true productivity of each route to scale and can stimulate discussions about frequency of service in urban and semi-urban areas of the of the county versus geographic coverage.</p> <p>Data presented is by Quarter, for the current and past two fiscal years.</p>

# KPI Metric Descriptions & Importance, con't

Metric	Description & Importance
Risk Management & Safety	<p>Traffic Accidents are broken down into different categories: Collisions between intersections, at the intersection, with fixed objects, with other district vehicles</p> <p>Passenger Incidents happen with METRO passengers either while boarding a bus, on board a bus, or alighting (descending) a bus.</p> <p>Data presented is by Quarter, for the current quarter, previous quarter, and the current quarter for the last fiscal year.</p> <p>Quarterly categories are only reported if any reporting/presented quarter has 3 or more incidents.</p> <p>The YTD total is <b><i>all</i></b> incidents (Collisions between/at intersections, fixed object and rear end collisions, along with collisions between District vehicles)</p>
Reliability	<p>Any mechanical failure that impedes the vehicle from starting or completing a scheduled revenue trip because actual movement is limited, or there are safety concerns, are used to calculate the Mean Miles Between Chargeable Road Call.</p> <p>The metric is calculated using the number of miles for the month divided by the number of chargeable road calls for each service type (Fixed Route, Commuter, and ParaCruz).</p> <p>Data presented is by Quarter, for the current and past two fiscal years.</p>

# KPI Metric Descriptions & Importance, con't

## Metric

## Description & Importance

Cancelled Trips are presented by Region and Cause for the current quarter only and YTD for the current year, and full year for the previous two fiscal years.

Pass-Ups occur when a bus operator must leave behind a passenger for a variety of reasons: No Fare, Exceeds Capacity Load (Full Bus), Intoxicated/Belligerent/Biohazard, and All Other.

Pass-Ups data are presented by Quarter, for the current and past two fiscal years for both Fixed Route and UCSC along with a YTD presentation of Routes with 10 or more Pass-Ups

## Dependability

# Historical Metrics

Metric	FY19	FY20	FY21	FY22	FY23	YTD FY24
Farebox Recovery	22.7%	24.1%	11.2%	16.6%	18.6%	19.8%
Fixed Route/Commuter Cost/RSH	211	270	298	271	247	262
ParaCruz Cost/Trip	72	129	181	91	69	70
Monthly Mean Miles Between Chargeable Road Calls - Fixed Route	13,610	13,216	14,368	16,216	20,944	14,065
Monthly Mean Miles Between Chargeable Road Calls - Highway 17	23,043	24,126	18,821	21,682	23,226	10,900
Monthly Mean Miles Between Chargeable Road Calls - ParaCruz	44,221	44,329	29,869	34,168	32,107	36,324
Average Age of Fleet - Fixed Route	13.8	12.6	12.9	12.8		
Average Age of Fleet - Highway 17	13.8	12.6	12.9	9.5		
Average Age of Fleet - ParaCruz	5.1	6.1	6.2	7.3		
Annual Road Miles - Fixed Route	2,443,157	2,139,917	1,999,474	2,325,531	2,358,618	1,183,953
Annual Road Miles - Highway 17	627,207	540,859	324,281	373,984	403,492	224,740
Annual Road Miles - ParaCruz	601,229	531,951	373,748	503,650	505,399	241,190



**DATE:** February 23, 2024  
**TO:** Board of Directors  
**FROM:** Daniel L. Zaragoza, Interim CEO/GM and Deputy Operations Director

**SUBJECT: ACCEPT AND FILE THE METRO PARACRUZ OPERATIONS STATUS REPORT FOR OCTOBER, NOVEMBER AND DECEMBER 2023**

**I. RECOMMENDED ACTION**

**That the Board of Directors accept and file the quarterly METRO ParaCruz Operations Status Report for October, November and December 2023**

**II. SUMMARY**

ParaCruz is the federally mandated ADA complementary paratransit program of the Santa Cruz Metropolitan Transit District (METRO), providing shared ride, door-to-door demand-response transportation to customers certified as having disabilities, which prevent them from independently using the fixed route bus.

ParaCruz during the months of October, November and December provided 18,732 rides. On Time Performance for this period was 91.66%.

ParaCruz is currently funded for 38 Paratransit Operators; three of these positions are vacant.

**III. DISCUSSION/BACKGROUND**

- Summary review of monthly operational statistics for ParaCruz.  
Comparing the monthly statistics of FY22 to the monthly statistics of FY23:
  - In October, the number of ParaCruz rides decreased by: 363
  - In November, the number of ParaCruz rides increased by: 552
  - In December, the number of ParaCruz rides increased by: 4
  
- Summary review of monthly operational information about ParaCruz for FY23:
  - October number of total ParaCruz rides: 6,813
  - November number of total ParaCruz rides: 6,036
  - December number of total ParaCruz rides: 5,883

- Comparing September 2023 statistics to October 2023, ParaCruz rides increased by 502
- Comparing October 2023 statistics to November 2023, ParaCruz rides decreased by 777
- Comparing November 2023 statistics to December 2023, ParaCruz rides decreased by 153

#### **IV. STRATEGIC PLAN PRIORITIES ALIGNMENT**

This report pertains to METRO's Service Quality and Delivery.

#### **V. FINANCIAL CONSIDERATIONS/IMPACT**

There are no financial considerations for this report.

#### **VI. CHANGES FROM COMMITTEE**

N/A

#### **VII. COORDINATION**

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

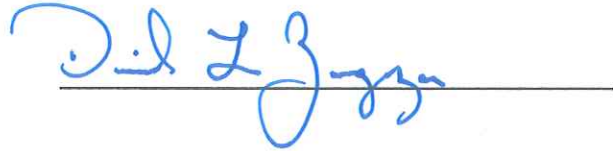
#### **VIII. ATTACHMENTS**

- Attachment A:** ParaCruz On-Time Performance Charts for October, November and December.
- Attachment B:** Comparative Operating Statistics Tables for October, November and December.
- Attachment C:** Number of Rides Comparison Chart.
- Attachment D:** Total Ride vs. Shared Ride Chart.
- Attachment E:** Annual Miles Comparison Chart.
- Attachment F:** Monthly Assessments.
- Attachment G:** Top Monthly Ride Destinations for October, November and December.

Prepared by: Daniel L. Zaragoza, Interim CEO/GM and  
Operations Deputy Director

**IX. APPROVALS**

Daniel L. Zaragoza,  
Interim CEO/General Manager  
Deputy Operations Director



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# Attachment A

## ParaCruz On-time Performance Report for October 2023

	October 2022	October 2023
Total pick ups	7,176	6,813
<b>Percent in “ready window” *</b>	<b>94.83%</b>	<b>94.01%</b>
1 to 5 minutes late	2.13%	1.76%
6 to 10 minutes late	.91%	.69%
11 to 15 minutes late	.67%	.48%
16 to 20 minutes late	.46%	.27%
21 to 25 minutes late	.33%	.29%
26 to 30 minutes late	.11%	.13%
31 to 35 minutes late	.21%	.19%
36 to 40 minutes late	.14%	.05%
41 or more minutes late (excessively late/missed trips)	.21%	.29%
Total beyond “ready window”	<b>5.17%</b>	<b>4.15%</b>

\*Target: 90%

### On-time Performance

During October, ParaCruz’ on time performance increased by 3.37% from last month. Ridership increased from last month. Paracruz has three Operator positions unfilled and three Operators out on medical leave. The total number of available working ParaCruz Operators is 20 per weekday, not including Operators on annual leave.

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

During the month of October 2023, ParaCruz received four Customer Service Reports. Four were compliments for ParaCruz Operators.

# Attachment A

## ParaCruz On-time Performance Report for November 2023

	November 2022	November 2023
Total pick ups	6,588	6,036
<b>Percent in “ready window”</b>	<b>93.02%</b>	<b>87.81%</b>
1 to 5 minutes late	2.25%	3.94%
6 to 10 minutes late	1.38%	1.89 %
11 to 15 minutes late	1.28%	1.71%
16 to 20 minutes late	.79%	1.56%
21 to 25 minutes late	.53%	.75%
26 to 30 minutes late	.29%	.83%
31 to 35 minutes late	.11%	.56%
36 to 40 minutes late	.23%	.27%
41 or more minutes late (excessively late/missed trips)	.12%	.70%
Total beyond “ready window”	<b>6.98%</b>	<b>12.19%</b>

\*Target: 90%

### **On-time Performance**

During November ParaCruz' on time performance decreased by 8.04% from last month. November ridership decreased from last month. ParaCruz has two unfilled Operator positions and three Operators out on Medical leave. The total number of available working ParaCruz Operators is 20 per weekday, not including Operators on annual leave.

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

During the month of November 2023, ParaCruz received ten Customer Service Reports. Two were not valid, and eight were valid.

# Attachment A

## ParaCruz On-time Performance Report for December 2023

	<b>December 2022</b>	<b>December 2023</b>
Total pick ups	5,887	5,883
<b>Percent in “ready window”</b>	<b>98.08%</b>	<b>92.74%</b>
1 to 5 minutes late	.85%	2.32%
6 to 10 minutes late	.32%	1.28%
11 to 15 minutes late	.39%	.91%
16 to 20 minutes late	.15%	.62%
21 to 25 minutes late	.05%	.72%
26 to 30 minutes late	.08%	.38%
31 to 35 minutes late	.00%	.32%
36 to 40 minutes late	.08%	.21%
41 or more minutes late (excessively late/missed trips)	.00%	.53%
Total beyond “ready window”	<b>1.92%</b>	<b>7.26%</b>

\*Target: 90%

### **On-time Performance**

During December ParaCruz' on time performance increased by 4.93 % from last month. December ridership decreased from last month. ParaCruz has three unfilled Operator positions and three Operators out on medical leave. The total number of available working ParaCruz Operators is 20 per weekday, not including Operators on annual leave.

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

During the month of December 2023, ParaCruz received one Customer Service Reports. One was not valid.

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# Attachment B

## Comparative Operating Statistics through October 2023

	<b>October 2022</b>	<b>October 2023</b>	<b>FY 23</b>	<b>FY 24</b>	<b>Performance Averages</b>	<b>Performance Goals</b>
Requested	11,869	8,498	36,805	38,272	<b>8,425</b>	
Performed	7,176	6,813	25,896	25,679	<b>6,375</b>	
Cancel	39.53%	19.29%	27.56%	30.39%	<b>21.54%</b>	
No Shows	4.61%	3.70%	3.31%	3.55%	<b>3.92%</b>	Less than 3%
Total miles	40,953	44,792	166,756	172,739	<b>41,067</b>	
Av trip miles	7.04	6.82	6.70	6.57	<b>6.67</b>	
Within ready window	94.83%	94.10%	96.25%	95.02%	<b>95.84%</b>	90.00% or better
Call center volume	6,515	5,138	23,799	21,710	<b>5,623</b>	
Hold times less than 2 minutes	95.70%	97.64%	96.14%	96.01%	<b>96.48%</b>	Greater than 90%
Distinct riders	694	6,650	1,074	1,047	<b>651</b>	
Most frequent rider	74 rides	78 rides	318 rides	274 rides	<b>73 rides</b>	
Shared rides	42.39%	39.53%	43.72%	39.10%	<b>41.21%</b>	Greater than 60%
Passengers per rev hour	2.16	2.58	2.10	2.28	<b>2.11</b>	Greater than 1.6 passengers/hour
Rides by supplemental providers	N/A	N/A	N/A	N/A	<b>N/A</b>	No more than 25%
Vendor cost per ride	N/A	N/A	N/A	N/A	<b>N/A</b>	
Rides < 10 miles	59.18%	55.50%	64.40%	60.67%	<b>61.95%</b>	
Rides > 10 miles	40.82%	44.50%	35.61%	39.33%	<b>38.05%</b>	
Denied Rides	0	0	0	0	<b>0</b>	Zero
Missed Trips	16	16	28	43	<b>11</b>	
Excessively Long Trips	03	2	4	10	<b>3.17</b>	
# Trips at Base Fare	4,146	4,126	36,805	15,740	<b>3,918</b>	
# Trips > Base Fare	1,297	1,049	4,300	4,121	<b>1,038</b>	

# Attachment B

## Comparative Operating Statistics through November 2023

	<b>November 2022</b>	<b>November 2023</b>	<b>FY 23</b>	<b>FY 24</b>	<b>Performance Averages</b>	<b>Performance Goals</b>
Requested	6,095	7,850	15,512	46,122	<b>8,321</b>	
Performed	6,588	6036	12,046	31,715	<b>6,329</b>	
Cancels	25.37%	23.11%	22.39%	28.93%	<b>21.14%</b>	
No Shows	4.31%	3.63	2.69%	3.56%	<b>3.86%</b>	Less than 3%
Total miles	44,887	40,982	78,751	213,721	<b>40,741</b>	
Av trip miles	7.03	7.05	6.44	6.66	<b>6.67</b>	
Within ready window	93.02%	87.81%	98.85%	93.57%	<b>95.41%</b>	90.00% or better
Call center volume	6,059	5,512	10,378	28,222	<b>5,661</b>	
Hold times less than 2 minutes	95.16%	94.72%	96.39%	95.75%	<b>95.41%</b>	Greater than 90%
Distinct riders	649	651	800	1123	<b>651</b>	
Most frequent rider	79 rides	65 rides	146 rides	353 rides	<b>72 rides</b>	
Shared rides	55.81%	44.23%	36.70%	40.12%	<b>40.24%</b>	Greater than 60%
Passengers per rev hour	2.13	2.15	2.02	2.26	<b>2.11</b>	Greater than 1.6 passengers/hour
Rides by supplemental providers	N/A	N/A	N/A	N/A	<b>N/A</b>	No more than 25%
Vendor cost per ride	N/A	N/A	N/A	N/A	<b>N/A</b>	
Rides < 10 miles	62.23%	61.43%	65.83%	60.82%	<b>61.88%</b>	
Rides > 10	37.77%	38.57%	34.17%	39.18%	<b>38.12%</b>	
Denied Rides	0	0	0	0	<b>0</b>	Zero
Missed Trips	12	37	5	8	<b>14</b>	
Excessively Long Trips	2	9	0	4	<b>3.17</b>	
# Trips Base Fare	4,053	3,396	7,498	22,703	<b>4,160</b>	
# Trips > Base Fare	1,151	1,084	1,830	5,205	<b>1,032</b>	

# Attachment B

## Comparative Operating Statistics through December 2023

	<b>December 2022</b>	<b>December 2023</b>	<b>FY 23</b>	<b>FY 24</b>	<b>Performance Averages</b>	<b>Performance Goals</b>
Requested	8,442	7,721	24,936	53,843	<b>8,261</b>	
Performed	5,887	5,853	18,720	37,568	<b>6,326</b>	
Cancel	23.44%	24.19%	23.57%	32.82%	<b>21.20%</b>	
No Shows	5.09%	3.20%	2.87	3.52%	<b>3.70%</b>	Less than 3%
Total miles	33,857	40,931	126,163	128,900	<b>40,741</b>	
Av trip miles	6.78	6.74	6.59	6.48	<b>6.67</b>	
Within ready window	98.08%	92.74%	96.73%	95.32%	<b>94.96%</b>	90.00% or better
Call center volume	5,098	5,262	17,284	16,572	<b>5,675</b>	
Hold times less than 2 minutes	97.08%	97.24%	96.29%	97.24%	<b>94.96%</b>	Greater than 90%
Distinct riders	624	448	220	1,706	<b>636</b>	
Most frequent rider	69 rides	98 rides	220 rides	211 rides	<b>75 rides</b>	
Shared rides	40.47	39.10%	39.09%	42.75%	<b>40.31%</b>	Greater than 60%
Passengers per rev hour	1.87	3.20	2.07	2.05	<b>2.22</b>	Greater than 1.6 passengers/hour
Rides by supplemental providers	N/A	N/A	N/A	N/A	<b>N/A</b>	No more than 25%
Vendor cost per ride	N/A	N/A	N/A	N/A	<b>N/A</b>	
Rides < 10 miles	69.03%	59.99%	63.13%	63.89%	<b>61.13%</b>	
Rides > 10 miles	30.97%	40.01%	33.87%	36.11%	<b>38.87%</b>	
Denied Rides	0	0	0	0	<b>0</b>	Zero
Missed Trips	0	19	12	27	<b>15</b>	N/A
Excessively Long Trips	0	3	1	8	<b>3.17</b>	
# Trips Base Fare	2,876	3,693	11,741	47,182	<b>4,170</b>	
# Trips > Base Fare	1,030	974	3,003	12,634	<b>1,028</b>	

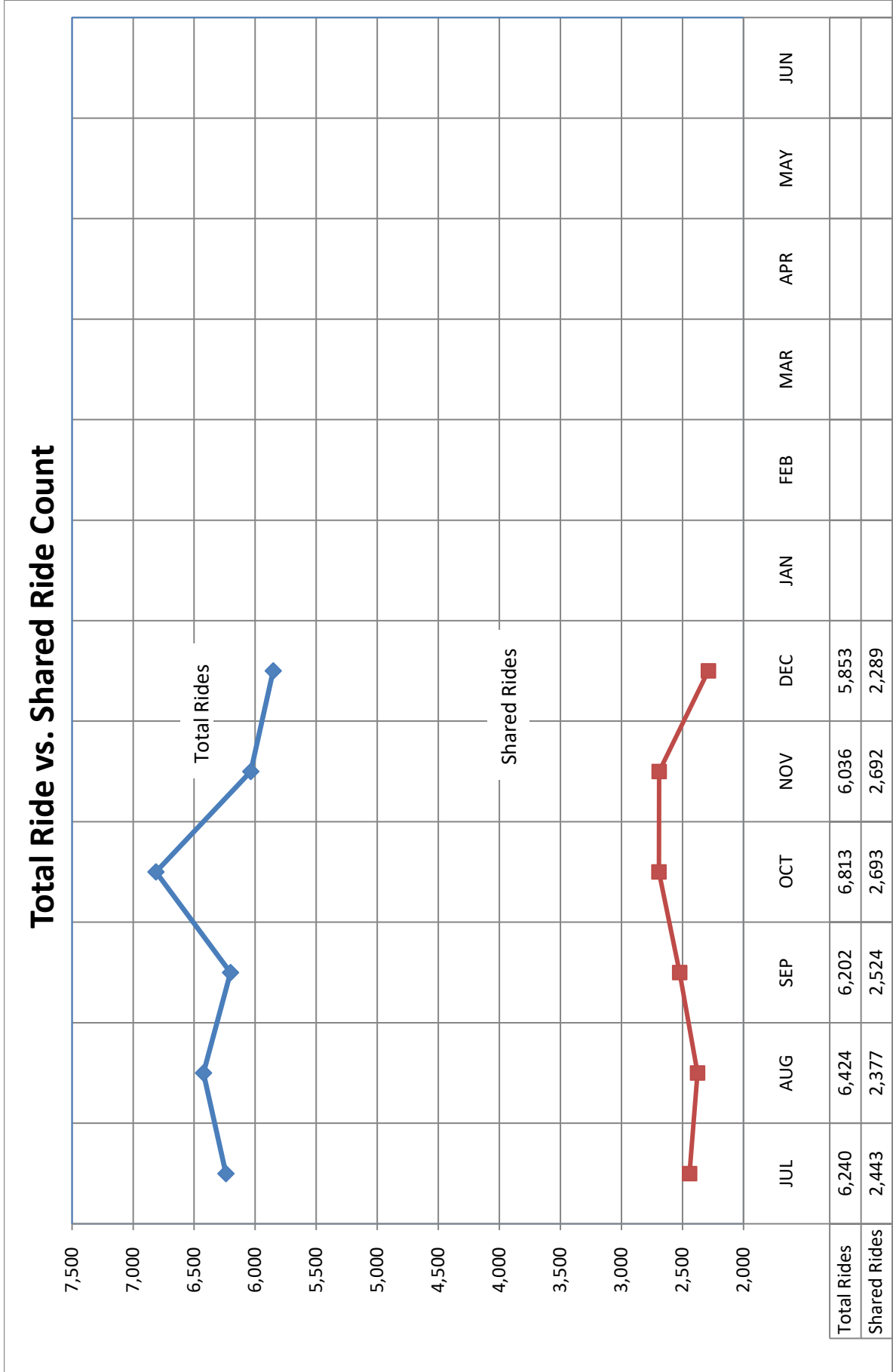
ParaCruz Operations Status Report

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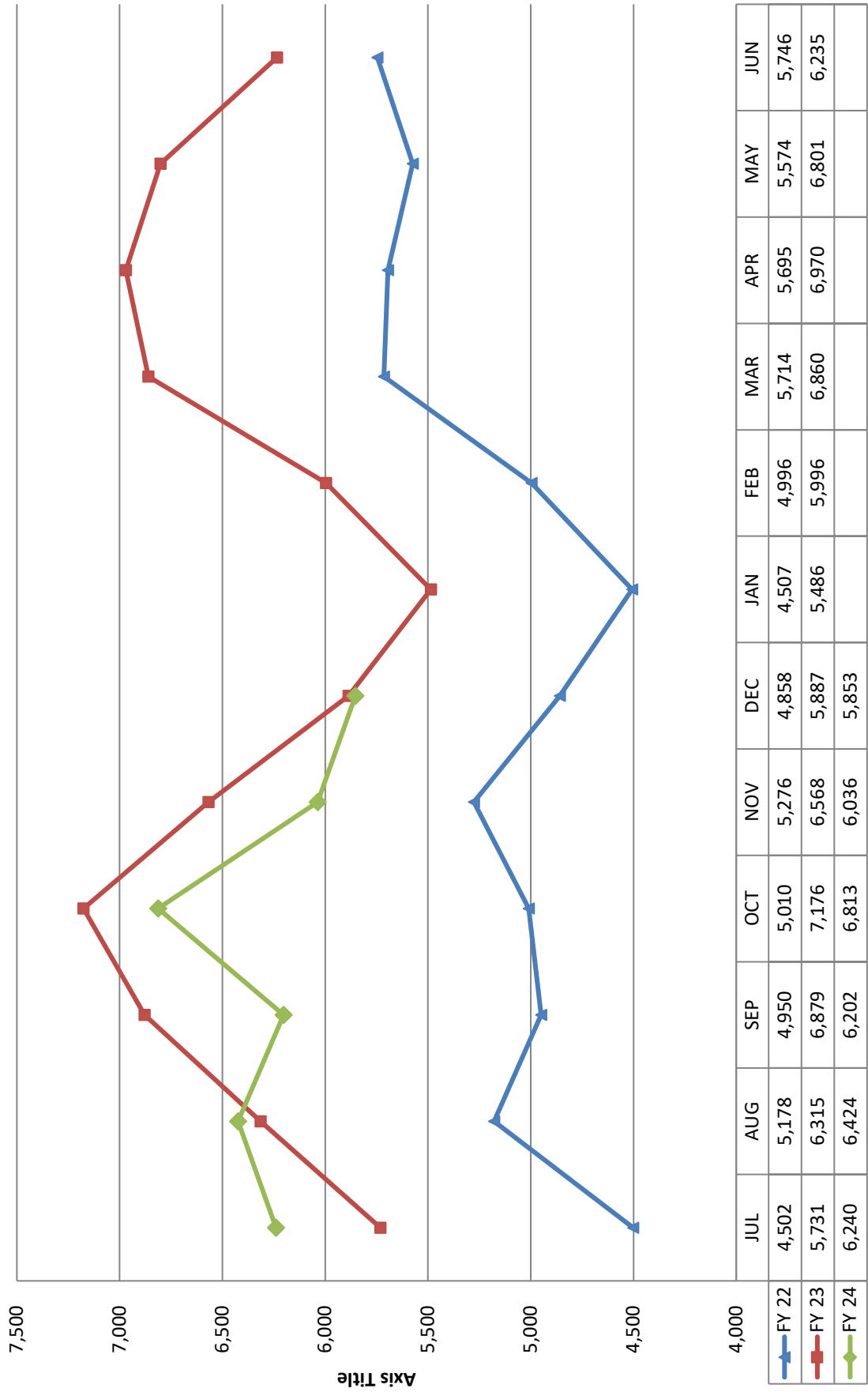
# Attachment C



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# Attachment D

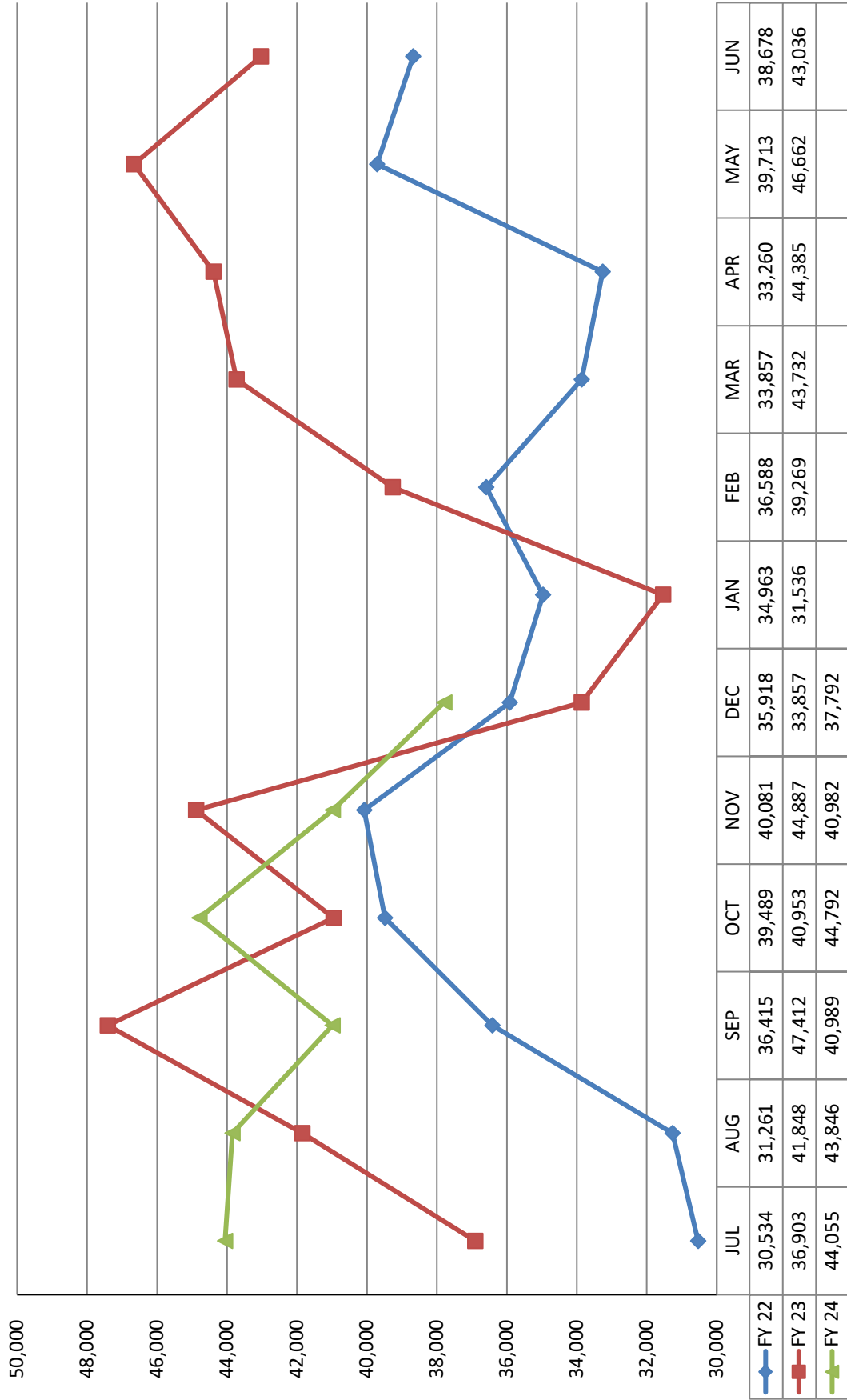
## Number of Rides Comparison



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# Attachment E

## Annual Miles Comparison



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# Attachment F

## Monthly Assessments

MONTHLY ASSESSMENTS						
	UNRESTRICTED	RESTRICTED CONDITIONAL	RESTRICTED TRIP BY TRIP	TEMPORARY	DENIED	TOTAL
JANUARY 2023	16	0	0	30	0	46
FEBRUARY 2023	9	0	0	61	0	70
MARCH 2023	9	0	0	28	0	37
APRIL 2023	33	0	0	54	0	87
MAY 2023	21	0	0	96	0	117
JUNE 2023	2	0	0	79	0	81
JULY 2023	18	0	0	85	0	103
AUGUST 2023	0	0	0	55	0	55
SEPTEMBER 2023	0	0	0	121	0	121
OCTOBER 2023	0	0	0	75	0	75
NOVEMBER 2023	5	0	0	66	0	71
DECEMBER 2023	13	8	2	0	0	23

Number of Eligible Riders for the month of October 2023 = 3,732

Number of Eligible Riders for the month of November 2023 = 3,806

Number of Eligible Riders for the month of December 2023 = 3,816

**Unrestricted:** If, because of a disability, a person can never use the fixed route bus service under any condition.

**Restricted:** If a person can use fixed route bus service for some trips, then they may be determined eligible but restricted from those trips that they could make using the fixed route bus system.

**Immediate need:** If, due to unforeseeable circumstances, a person may need transportation before completing the eligibility process, they may be provided with immediate need eligibility for up to 14 days.

**Temporary:** If a person has a limited term condition that prevents them from using the fixed route service system.

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# Attachment G

## Top Trip Destinations

<b>LOCATION</b>	<b>October 2023</b>	<b>Nov. 2023</b>	<b>Dec. 2023</b>	<b>Total</b>	<b>% of total rides</b>
<b>Satellite Dialysis - Capitola</b>	<b>330</b>	<b>330</b>	<b>364</b>	<b>1,024</b>	<b>12.58%</b>
<b>Cabrillo College 6500 Soquel Dr. Aptos</b>	<b>267</b>	<b>120</b>	<b>233</b>	<b>620</b>	<b>5.12%</b>
<b>Satellite Dialysis - Watsonville</b>	<b>170</b>	<b>57</b>	<b>67</b>	<b>311</b>	<b>4.53%</b>
<b>Santa Cruz Post-Acute 1115 Capitola Rd. SC</b>	<b>79</b>	<b>67</b>	<b>47</b>	<b>228</b>	<b>4.15%</b>
<b>La Posada 609 Frederick St. SC</b>	<b>79</b>	<b>67</b>	<b>47</b>	<b>213</b>	<b>2.63%</b>
<b>Palo Alto Medical Foundation 2025 Soquel Ave. SC</b>	<b>63</b>	<b>46</b>	<b>37</b>	<b>146</b>	<b>2.51%</b>
<b>Paloma del Mar Senior Apartments 2030 Pajaro Circle - Watsonville</b>	<b>45</b>	<b>44</b>	<b>47</b>	<b>136</b>	<b>1.92%</b>
<b>Dignity Health 1595 Soquel Ave. SC</b>	<b>51</b>	<b>44</b>	<b>39</b>	<b>134</b>	<b>1.69%</b>
<b>Bay Ave. Senior Housing 750 Bay Ave. Capitola</b>	<b>46</b>	<b>39</b>	<b>46</b>	<b>131</b>	<b>1.39%</b>
<b>Dominican Health 21340 E. Cliff Dr. SC</b>	<b>51</b>	<b>42</b>	<b>37</b>	<b>130</b>	<b>1.38%</b>
<b>Dominican Rehabilitation Center 111 Madrone St.</b>	<b>41</b>	<b>38</b>	<b>40</b>	<b>119</b>	<b>1.31%</b>
<b>Driftwood Care Center 675 24<sup>th</sup> Ave. SC</b>	<b>36</b>	<b>37</b>	<b>40</b>	<b>113</b>	<b>1.26%</b>

Number of rides for the month of October 2023 = **6,813**  
 Number of rides for the month of November 2023 = **6,036**  
 Number of rides for the month of December 2023 = **5,853**

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**DATE:** February 23, 2024  
**TO:** Board of Directors  
**FROM:** John Urgo, Planning and Development Director  
**SUBJECT: ACCEPT AND FILE THE METRO SYSTEM RIDERSHIP REPORTS FOR THE SECOND QUARTER OF FY24**

**I. RECOMMENDED ACTION**

**That the Board of Directors accept and file the METRO system ridership report for the second quarter of FY24**

**II. SUMMARY**

- FY24 Q2 total ridership increased 36.5% (+300,783) compared to FY23 Q2. However, FY24 Q2 ridership is -19.7% (-275,156) compared to FY19 Q2.
- Local non-student ridership decreased 8.4% (-25,592) and is -33.3% (-138,902) compared to FY19 Q2.
- Highway 17 (Hwy 17) ridership increased 2.4% (+830) and is -52.8% (-38,897) compared to FY19 Q2.
- UCSC ridership increased 57.0% (+248,028) and is -13.4% (-105,327) compared to FY19 Q2.
- Cabrillo College ridership increased 40.9% (+14,269) and is -62.7% (-58,658) compared to FY19 Q2.
- Youth (18 and under) ridership increased 388.2% (+63,248) compared to FY23 Q2.

**III. DISCUSSION/BACKGROUND**

This report contains ridership summaries and ridership by route for Santa Cruz Metropolitan Transit District (METRO) fixed route bus service for the Second quarter (Q2) of FY24, October 1 – December 31, 2023. Quarterly ridership reports keep the Board of Directors (Board) apprised of METRO's ridership statistics and ridership trends:

- Attachment A shows system-wide and college student ridership statistics for Q2 of FY24 and makes year-over-year comparisons with ridership statistics.
- Attachment B shows the average ridership and pass/fare usage per route and system-wide.
- Attachment C shows the weekly ridership comparison for Q2 of FY24-23.

### **Total Fixed Route Ridership**

For the majority of FY24 Q2 METRO operated 23 Local routes and 1 Commuter route over Highway 17 (Hwy 17). In 2022, METRO set a goal of doubling ridership in five years, to seven million passenger trips by FY27, a level last achieved in the early 2000s. To meet this goal, ridership would need to increase 15 per cent per year on average. In service of this goal, METRO implemented a service redesign to operate 19 Local Routes and the Hwy 17 commuter route.

In FY24 Q2, total fixed-route ridership increased 36.5%. Local route ridership increased 38.0%, average weekday and weekend ridership increased 42.1% (+4,350 daily boardings) and 21.8% (+1,117 daily boardings), respectively. The increase in local boardings is due primarily to a combination of the 10.3% increase of local vehicle revenue hours (VRH) and a 1.5% growth in UCSC enrollment with a 1.1% expansion in on-campus residential students.

Hwy 17 ridership increased 2.4%. Average weekday and weekend ridership increased 0.3% (+1 daily boardings) and 7.2% (+24 daily boardings), respectively. METRO did operate 9.5% additional weekday VRH but operated 4.9% less VRH on the weekends, compared to FY23. The relative decrease in weekend service hours is likely a result of the high number of dropped trips in December 2022 due to inclement weather. The relative increase in Q2 FY24 Hwy 17 boardings was a combination of additional service on weekdays and the benefit of receiving 51.48% less rainfall in the month of December 2023 (-5.9 inches).

The Student Pass ridership {UCSC, Cabrillo and Youth} comprised 75.5% of local ridership and increased 67.0% (+325,545) in Q2. Youth, Cabrillo, and UCSC ridership grew 388.2% (+63,248), 40.9% (+14,269) and 57.1% (+248,028), respectively. The growth in youth ridership coincides with a decrease in non-student ridership, which suggests that some of the student ridership growth is from K-12 riders who previously utilized the service but are now riding free and tracked as Youth riders. However, more than half of the growth in Youth boardings seems attributable to new riders or increased boardings from existing riders.

Cabrillo College ridership grew considerably this quarter as the campus returned to in-person instruction and grew enrollment, though roughly half of all enrolled students still engage in some form of online-learning. In addition to the increased UCSC service and the growth in student enrollment, UCSC ridership increased due to five more instructional days this quarter. Furthermore, UAW strike activities on the UCSC campus from 11/09/22 until the end of the fall quarter significantly decreased UCSC ridership in Q2 of FY23.

### **Regular and Discount Passes & Fares**

Discount cash and pass usage decreased 16.6% (-7,148 boardings) and 6.2% (-3,255 boardings), respectively, compared to Q2 of FY23. The nearly two weeks of free fares offered in December, likely contributed to the decrease of Discount cash and pass usage because all free boardings are tracked as regular local and Hwy 17 pass boardings. The only category of discount ridership that increased this quarter was Hwy 17 mobile pass usage, which increased 65.8% (+281 boardings).

Regular local and Hwy 17 pass usage increased 20.3% (+16,176) and 6.2% (+646), respectively. However, local cash usage decreased 32.8% (-33,616 boardings) and Hwy 17 cash usage was 31.0% lower (-1,900 boardings). The loss of 35,516 cash boardings this quarter could be due to some local and Hwy 17 riders choosing to utilize passes over cash and the two weeks of free boardings in December tracked as local or Hwy 17 pass boardings.

### **Weekly Ridership Growth**

For the first six weeks of Q2 of FY24, weekly ridership was, on average, 20.3% greater than year-over-year weekly ridership in FY23. From mid-November to mid-December, average weekly ridership increased 85.0%. This is due to the negative impact on UCSC boardings of the UAW strike, which began on 11/9/22 and lasted until the end of UCSC fall quarter in mid-December. There were also five more days of UCSC instruction in December 2023 compared to December 2022, which helped to boost UCSC ridership this quarter. The ridership in the final week of Q2 decreased 12.6%, which may have been due to the service change implemented on 12/21/23, as riders learned to use the new system.

### **Trip Ridership by Route**

FY24 Q2 average weekday ridership per trip on all routes was 28.2 riders and weekend ridership per trip was 24.6 riders. Compared to Q2 of FY23, weekday riders per trip increased 35.6% (+7.4 boardings/trip) and weekend riders per trip increased 22.3% (+4.5 boardings/trip). The weekday route with the highest average passenger load per revenue trip was route 18 UCSC via Main gate - Mission with 62.1 riders per trip. The weekend route with the largest passenger load was also the route 18 UCSC via Main Gate-Mission with an average of 62.6 riders per trip.

## **IV. STRATEGIC PLAN PRIORITIES ALIGNMENT**

This report aligns with METRO's Service Quality and Delivery strategic priority.

## **V. FINANCIAL CONSIDERATIONS/IMPACT**

Revenue derived from passenger fares and passes was reflected in the FY24 operating budget. In FY23 of December, METRO operated with free fares for almost two weeks. The temporary free fares, in combination with the drop in cash fares resulting from the Youth Cruz Free program. Farebox cash revenue in Q2 of FY24 was 21.2% less (-\$77,505) compared to Q2 in FY23.

## **VI. CHANGES FROM COMMITTEE**

N/A

## **VII. ALTERNATIVES CONSIDERED**

There are no alternatives to consider.

## **VIII. ATTACHMENTS**

**Attachment A:** Quarterly System Ridership Summary for FY24 Q2  
July 1, 2023 - September 30, 2023

**Attachment B:** Quarterly Average Ridership by Route Report for FY24 Q2  
July 1, 2023 - September 30, 2023

**Attachment C:** Quarterly Ridership by Week for FY24 Q2  
July 1, 2023 - September 30, 2023

Prepared by: Cayla Hill, Planning Analyst

**IX. APPROVALS**

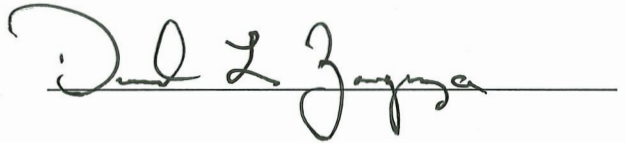
John Urgo  
Planning and Development Director



Approved as to fiscal impact:  
Chuck Farmer, CFO



Daniel Zaragoza, Interim CEO/GM



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# Quarterly System Ridership Summary

Calendar Operating Days		Discounted Pass Usage (Senior/Disabled)			Regular Pass Usage		
Weekdays	Weekends	This Year	Last Year	FY24 Q2	FY23 Q2	Difference	% Change
65	27	43,219	65	45,820	(2,601)	-5.7%	
47	42	456	27	723	(267)	-36.9%	
52	52	5,162	42	5,830	(668)	-11.5%	
		708	52	427	281	65.8%	
<b>Total Pass Usage</b>		<b>49,545</b>		<b>52,800</b>	<b>(3,255)</b>	<b>-6.2%</b>	

Quarterly Totals (Q2)		
FY24 Q2	FY23 Q2	Difference
95,994	79,818	16,176
11,022	10,376	646
30,997	28,885	2,112
16,125	13,902	2,223
<b>154,138</b>	<b>132,981</b>	<b>21,157</b>

Discounted Cash Usage (Senior/Disabled)		
FY24 Q2	FY23 Q2	Difference
33,739	40,734	(6,995)
2,236	2,389	(153)
<b>35,975</b>	<b>43,123</b>	<b>(7,148)</b>

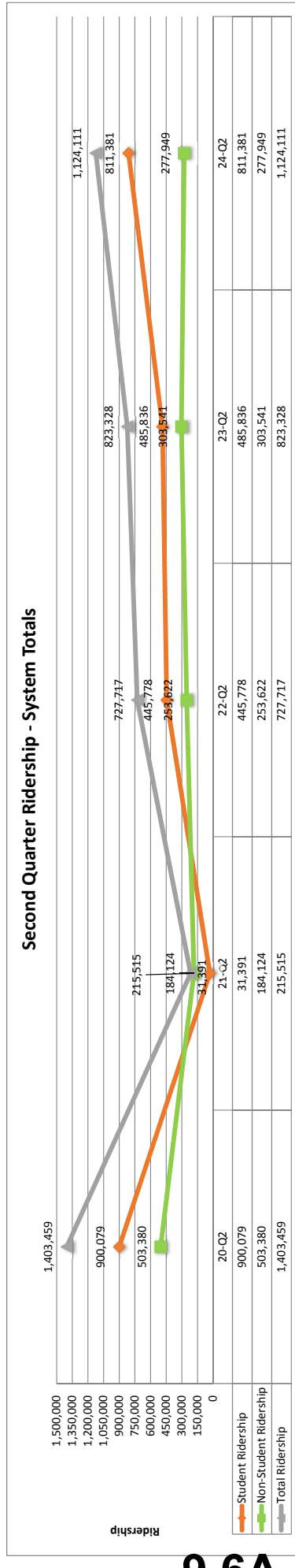
  

Quarterly Totals (Q2)		
FY24 Q2	FY23 Q2	Difference
68,838	102,454	(33,616)
4,234	6,134	(1,900)
<b>73,072</b>	<b>108,588</b>	<b>(35,516)</b>

System Totals		
FY24 Q2	FY23 Q2	Difference
1,089,330	789,377	299,953
34,781	33,951	830
<b>1,124,111</b>	<b>823,328</b>	<b>300,783</b>

Quarterly Totals (Q2)		
FY24 Q2	FY23 Q2	Difference
682,648	434,620	248,028
49,193	34,924	14,269
79,540	16,292	63,248
<b>811,381</b>	<b>485,836</b>	<b>325,545</b>



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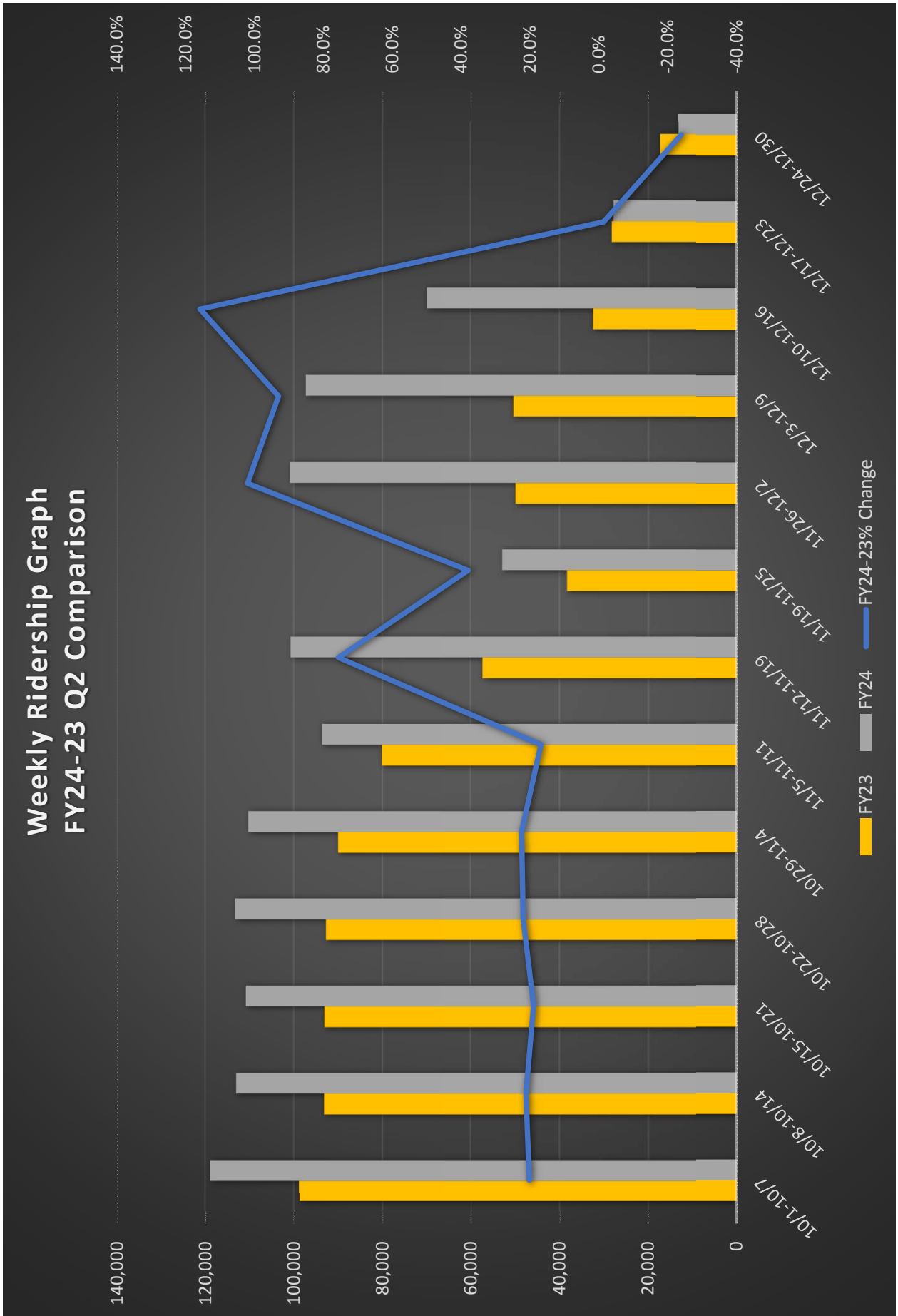
Quarterly Average Ridership by Route Report

October 1, 2023 - December 31, 2023		Average Weekday Ridership per Trip						Average Weekend Ridership per Trip					
Route	Corridor	Total Riders	UCSC Riders %	Cabrillo Riders %	Youth Riders %	Discount Fares and Passes %	Regular Fares & Passes %	Total Riders	UCSC Riders %	Cabrillo Riders %	Youth Riders %	Discount Fares and Passes %	Regular Fares and Passes %
<b>UCSC</b>													
3A	UCSC/Capitola Mall/Live Oak via East Cliff	12.5	4.2%	0.2%	0.0%	0.3%	95.2%	7.5	3.3%	0.2%	0.0%	0.5%	96.0%
3B	UCSC/Capitola Mall/Live Oak via 17th/Brommer	11.6	2.7%	0.4%	0.0%	0.4%	96.6%	6.1	1.6%	0.3%	0.0%	0.0%	98.0%
10	UCSC via High	58.7	96.4%	0.2%	1.1%	0.7%	1.7%	52.7	95.1%	0.1%	0.7%	1.1%	3.0%
15	UCSC via Laurel West	53.5	97.6%	0.2%	0.0%	0.5%	1.7%						
18	UCSC via Main Gate - Mission	62.1	95.4%	0.4%	0.6%	0.8%	2.9%	62.6	95.7%	0.2%	0.7%	0.8%	2.6%
19	UCSC via West Gate - Bay	50.1	95.4%	0.4%	0.6%	1.2%	2.5%	57.7	95.3%	0.2%	0.0%	1.1%	3.3%
20	UCSC via Main Gate - Delaware	46.4	91.8%	0.5%	1.9%	1.5%	4.3%	39.0	91.4%	0.4%	1.0%	1.6%	5.6%
<b>Intercity</b>													
1	Soquel/Cabrillo/Airport	16.3	0.9%	0.5%	0.0%	0.5%	98.1%	13.3	0.8%	0.5%	0.0%	0.3%	98.4%
2	Capitola/Cabrillo/Main	20.5	1.2%	0.6%	0.0%	0.4%	97.8%	16.7	0.6%	0.2%	0.0%	0.2%	99.0%
69A	Capitola Road/Watsonville	28.0	9.5%	21.9%	8.7%	18.9%	41.0%	19.3	18.4%	4.9%	12.7%	19.0%	44.9%
69W	Cap. Road/Cabrillo/Watsonville	25.4	9.1%	22.4%	12.2%	16.3%	40.0%	21.6	16.7%	5.3%	13.2%	18.4%	46.5%
71	Santa Cruz to Watsonville	26.6	6.6%	17.2%	18.9%	16.8%	40.4%	17.9	7.2%	6.6%	14.4%	21.9%	49.9%
90X	Express	2.2	0.0%	0.0%	0.0%	0.6%	99.4%						
<b>Rural</b>													
35/35E	Hwy 9/Scotts Valley	13.4	7.2%	4.2%	30.3%	16.3%	42.0%	13.1	6.9%	2.7%	14.4%	18.5%	57.6%
40	Highway 1 - Davenport	10.9	2.5%	0.8%	70.0%	2.3%	24.5%						
41	Empire Grade - Bonny Doon	13.4	7.8%	1.1%	61.3%	3.4%	26.4%						
42	Davenport/Bonny Doon	10.7	12.2%	2.0%	52.2%	7.2%	26.4%	7.1	20.9%	1.0%	19.3%	19.5%	39.2%
73	Soquel/Freedom/Cabrillo	4.8	0.1%	0.4%	0.0%	0.0%	99.5%	3.4	0.4%	1.3%	0.0%	0.0%	98.2%
<b>Local</b>													
4	River/Harvey West/Emeline	4.3	13.1%	1.6%	0.1%	37.6%	47.7%						
55	Capitola/Rio Del Mar/La Selva	8.2	2.9%	36.9%	2.7%	24.9%	32.6%	5.7	8.8%	10.8%	11.8%	26.9%	41.7%
66	Live Oak via 17th	12.0	17.8%	4.7%	17.7%	21.7%	38.1%	11.5	24.6%	4.0%	13.5%	11.4%	46.5%
68	Like Oak via Broadway/Portola	8.1	23.7%	3.9%	11.7%	18.8%	41.9%	10.8	31.7%	2.6%	13.4%	5.2%	47.1%
72	Green Valley - Pinto lake	12.3	0.6%	10.6%	23.7%	22.8%	42.3%	6.4	0.5%	8.7%	11.2%	0.0%	79.6%
74S	PVHS/Watsonville Hospital	35.1	0.1%	1.7%	89.8%	3.9%	4.5%						
75	Green Valley - Wheelock	13.8	0.5%	6.5%	24.9%	26.3%	41.8%	11.2	0.8%	3.0%	14.5%	7.1%	74.6%
79	East Lake	5.1	0.4%	8.0%	19.1%	31.6%	41.0%	5.1	0.7%	2.5%	8.0%	0.7%	88.0%
WC	Watsonville Circulator	13.3	-	-	29.6%	-	70.4%	11.1	-	-	63.6%	-	36.4%
<b>Commuter</b>													
Hwy 17	Hwy 17 Express	9.8	-	-	-	8.9%	91.1%	13.7	-	-	-	5.3%	94.7%
	Avg. Ridership per Trip	28.2	61.2%	4.9%	7.6%	7.0%	19.3%	24.6	58.3%	1.8%	5.7%	6.8%	27.3%

52 Calendar School Days of Cabrillo  
 47 Calendar School Days of UCSC  
 52 Calendar School Days of SJSU

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# Attachment C



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**DATE:** February 23, 2024  
**TO:** Board of Directors  
**FROM:** Gregory Strecker, Safety, Security & Risk Management Director  
**SUBJECT: RECOMMENDED ACTION ON TORT CLAIMS**

**I. RECOMMENDED ACTION**

**That the Board of Directors Approve Staff Recommendations for Claims for the Month of February 2024, as reflected in Section VIII of this report**

**II. SUMMARY**

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

**III. DISCUSSION/BACKGROUND**

METRO's Risk Department received two claims for the month of February 2024 for money or damages. As a public entity, METRO must act "within 45 days after the claim has been presented" (Govt C §912.4(a)). See staff recommendations in paragraph VIII.

**IV. STRATEGIC PLAN PRIORITIES ALIGNMENT**

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

**V. FINANCIAL CONSIDERATIONS/IMPACT**

None

**VI. CHANGES FROM COMMITTEE**

N/A

## VII. ALTERNATIVES CONSIDERED

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

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

## VIII. DESCRIPTION OF CLAIM

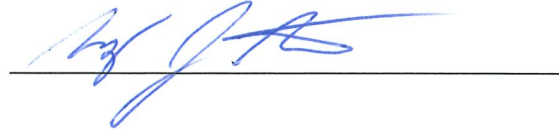
Claimant	Claim #	Description	Recommended Action
Nicholas A. Olsen	24-0002	Claimant alleges that METRO damaged his vehicle. Amount of claim: \$4,344.63.	Reject
Jordan Davis	24-0003	Claimant alleges that METRO damaged her vehicle. Amount of claim: \$3,180.42.	Reject

Prepared by: Tom Szestowicki, Safety Specialist

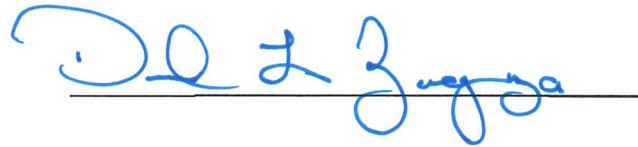


**IX. APPROVALS**

Gregory Strecker, Safety, Security  
and Risk Management Director



Daniel Zaragoza  
Interim CEO/General Manager



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**DATE:** February 23, 2024  
**TO:** Board of Directors  
**FROM:** Chuck Farmer, Chief Financial Officer  
**SUBJECT: REQUEST TO AUTHORIZE FUNDING FOR A SPECIAL PROJECTS  
MANAGER IN THE FINANCE DEPARTMENT**

**I. RECOMMENDED ACTION**

**That the Board of Directors authorize funding of a Special Projects Manager in the Finance Department.**

**II. SUMMARY**

- In December 2023, METRO's CEO, Michael Tree, requested a classification study for a position that will support the organization with special projects.
- METRO contracted with Koff & Associates (hereinafter "K&A") to conduct a total classification and compensation study.
- HR staff worked with K&A to study the new duties and compensation.
- On January 30, 2024, HR staff presented the classification and compensation study to CEO, Michael Tree.
- On February 9, 2024, staff presented to the Personnel Standing Committee and passed by all to recommend approval to the full Board.

**III. DISCUSSION/BACKGROUND**

To address the needs of METRO, the Special Projects Manager position will perform, plan, administer, organize, direct, develop, monitor, evaluate and coordinate the actions, activities, and contracts necessary for METRO's special projects.

Under general direction of METRO's CFO, this position will be responsible for all special project management assignments, including establishing special project goals, analyzing problems, and recommending changes to policies and procedures.

Human Resources staff worked with Koff & Associates, an outside agency, to study this position job description and corresponding wage scale. Koff & Associates presented a Total Compensation Study which reflected the comparison agency salaries and benefits. The seven established labor market comparable agencies were:

- Central Contra Costa County Transit Authority
- City of Santa Cruz
- County of Santa Cruz
- Monterey- Salinas Transit District
- Riverside Transit Agency
- San Joaquin Regional Transit District
- Santa Barbara Metropolitan Transit District

Upon approval, the Human Resources Department will open this position for recruitment.

Staff requests the Personnel/Human Resources Standing Committee recommend to the full Board of Directors approval of the Special Projects Manager position description and wage scale.

#### **IV. STRATEGIC PLAN PRIORITIES ALIGNMENT**

This report ties to the following strategic priorities:

- Service Quality and Delivery
- Employee Engagement: Attract, Retain and Develop
- Strategic Alliances and Community Outreach

#### **V. FINANCIAL CONSIDERATIONS/IMPACT**

The adoption of the recommendations contained in this report will require defunding the current Project Manager position and increase the budget by approximately \$5K in FY 24 and \$10K in FY25.

#### **VI. ALTERNATIVES CONSIDERED**

- Doing nothing is an alternative. Staff does not recommend this option. This position meets the needs of METRO.
- Reject the suggested classification and wage survey. Staff does not recommend this action since the new class specification and its wage survey were researched and developed based on the developing needs of METRO.

#### **VII. ATTACHMENTS**

**Attachment A:** Special Project Manager Job Description

**Attachment B:** Special Project Manager Wage Scale

Prepared by: Chuck Farmer, Chief Financial Officer and Monik Delfin,  
Deputy HR Director

**IX. APPROVALS**

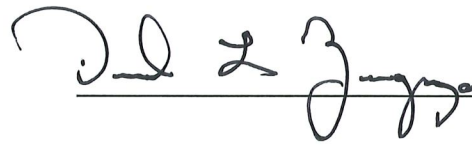
Dawn Crummié, HR Director

  
\_\_\_\_\_

Approved as to fiscal impact:  
Chuck Farmer, Chief Financial Officer

  
\_\_\_\_\_

Daniel Zaragoza, Interim CEO/GM

  
\_\_\_\_\_

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# Attachment A

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

*Class Code: OA 214*  
*FLSA Status: Exempt*

### **Special Projects Manager**

#### **Bargaining Unit: Management**

#### **DEFINITION:**

Under general direction of the Chief Financial Officer, the Special Projects Manager plans, organizes, directs, manages, evaluates, and implements special projects through the entire project life cycle; administers professional service contracts; ensures compliance with applicable federal, state, and local laws and regulations; works closely with internal and external stakeholders to coordinate timely and seamless service delivery of projects, activities, assignments; performs other duties as assigned.

#### **DISTINGUISHING CHARACTERISTICS:**

This is a “working” manager classification responsible for managing and implementing special projects by establishing project goals in accordance with Santa Cruz METRO goals, recommending changes to policies and procedures, and coordinating assigned projects and activities with other departments and outside agencies,

#### **EXAMPLES OF DUTIES AND RESPONSIBILITIES:**

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

- Directs, manages, and coordinates all phases of special projects, such as but not limited to, planning assistance for METRO services, assistance with technology projects, records retention and management, and support with labor agreements, from planning through implementation.
- Develops, implements, evaluates, and monitors special project goals and objectives to achieve assigned priorities; performs project evaluations and assessments, creates and tracks project management Key Performance Indicators as needed, and reports on results.
- Evaluates special project management activities for compliance with federal, state, and local requirements and with Santa Cruz METRO’s policies and procedures.
- Serves as a liaison for and coordinates special projects with various stakeholders including but not limited to, multiple departments within Santa Cruz METRO, outside agencies, consultants, and contractors; collaborates with stakeholders to set priorities and allocate resources and staff.
- Prepares request for proposals for contract services and oversees bid processes; prepares scopes of work, budgets, timelines, and schedules; evaluates proposals and recommends award; administers contracts, supervises the work of contractors, and ensures compliance with contract and Santa Cruz METRO service quality requirements; approves invoices within signature authority.
- Prepares project budgets and cost estimates; identifies needs and allocates resources; prepares detailed cost estimates with appropriate justifications; monitors and controls expenditures; complies with funding and reporting requirements.
- Facilitates and oversees the preparation of special project specifications and deliverables.
- Develops and implements change order management processes to minimize conflicts and maximize project schedule adherence while preserving amicable working relationships between all stakeholders.



# Attachment A

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

- Prepares technical and administrative reports, correspondence, and written recommendations, and makes oral presentations to the Santa Cruz METRO Board of Directors, management, governmental officials, and other organizations or groups as needed.
- Directs, trains, oversees, and motivates the work of technical and clerical staff on assigned projects.
- Maintains and directs the maintenance of working and official project files.
- Monitors changes in laws, regulations, trends, and technology that may affect assigned projects; identifies, recommends, and oversees the implementation of changes to standard operating procedures and/or Santa Cruz METRO policies.
- Drives a Santa Cruz METRO vehicle to perform assignments.
- Performs other duties as assigned.

#### **EMPLOYMENT STANDARDS:**

##### **Knowledge of:**

- Principles and practices of project management include developing scopes of work, schedules, budgets, and timelines, preparing bid documents, negotiating price, terms, and conditions, administering contracts, and overseeing contract services.
- Principles and techniques of managing joint agency projects, evaluating alternatives, making sound recommendations, and preparing and presenting effective and technical reports.
- Principles and practices of transit bus and operations.
- Federal, state, and local laws and regulations and Santa Cruz METRO policies and procedures applicable to project management.
- Techniques for effectively representing Santa Cruz METRO in contacts with governmental agencies, community groups, and various business, professional, educational, regulatory, and legislative organizations.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and Santa Cruz METRO staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Intermediate mathematics including addition, subtraction, multiplication, division, percentages, and basic statistics.
- The effective use of modern office equipment, personal computers, and standard business software.

##### **Ability to:**

- Recommend and implement goals, objectives, and practices for providing effective and efficient project management.
- Manage multiple and/or joint agency projects in coordination with internal and external stakeholders.
- Develop and implement work plans, negotiate price, terms, and conditions, administer contracts, and effectively manage projects, project teams, and consultants/contractors.
- Gather, analyze, and compile data and prepare project scopes of work, schedules, budgets, timelines, and bid documents.
- Identify problems, research, and analyze relevant information, and develop and present recommendations and justification for solutions.





# Attachment A

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

- Prepare administrative and complex technical reports, formal correspondence, written recommendations, and oral presentations.
- Interpret, apply, explain, and ensure compliance with applicable federal, state, and local laws and regulations and Santa Cruz METRO policies and procedures related to project management.
- Effectively use computer systems, software applications, and modern business equipment to perform a variety of work tasks.
- Perform mathematical calculations quickly and accurately.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective working relationships with employees, union representatives, Board members, neighbors, property owners, elected and appointed officials, vendors, contractors, consultants, media representatives, other public agencies, members of the public, and other project stakeholders.

#### **MINIMUM QUALIFICATIONS:**

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

#### **Education, Training and Experience:**

Bachelor's degree from an accredited college in business, finance, public administration, mathematics, or a closely related field and four (4) years of project management experience in the public or private sector, including managing contracts and project schedules and budgets.

#### **LICENSES AND CERTIFICATES:**

A valid Class C driver's license and safe driving record is required at the time of application. A valid Class C State driver license is required at the time of appointment and must be maintained throughout employment.

Desired certifications include Project Management Professional (PMP) Certification

#### **SPECIAL REQUIREMENTS:**

- Must be able to work extended hours as needed, often outside regular business hours as required by the CEO and the demands of the job.
- Must maintain strictest confidentiality.
- Must participate in professional development activities.
- Requires occasional travel.

#### **PHYSICAL AND MENTAL DEMANDS:**

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

#### **Physical Demands**

While performing the duties of this job, the employee is regularly required to sit, walk and stand; talk and hear; use hands to finger, manipulate, handle, feel or operate objects, tools or controls; reach with hands and arms; and perform repetitive movements of hands or wrists. The employee is regularly required to bend and twist at the neck, reach with hands and arms. Occasional standing, walking,



# Attachment A

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

overhead reaching and lifting up to 20 pounds unaided is required. Specific visual abilities required for this job include close vision, distance vision, and the ability to adjust focus.

#### **Mental Demands**

While performing the duties of this job, an employee uses written and oral communication skills; reads and interprets data, information, and documents; analyzes and solves problems; uses math and mathematical reasoning; performs highly detailed work; deals with multiple concurrent tasks; and interacts with others encountered in the course of work.

#### **Work Environment:**

The employee may work in an office, shop, construction site, or bus yard environment where the noise level may be loud. May require availability to work a flexible schedule.

#### **OTHER CONDITIONS OF EMPLOYMENT:**

- Must pass requisite background check.

\*Adopted:

\*BOD Approved:

\*Revised:00-00-00

\*Job Family: Professional- Project Management

Class Code: OA 214

FLSA Status: Exempt

Bargaining Unit: Management

MANAGEMENT HOURLY RATES SCHEDULE																			
	Step 1	Step 1 L	Step 1 LL	Step 2	Step 2 L	Step 2 LL	Step 3	Step 3 L	Step 3 LL	Step 4	Step 4 L	Step 4 LL	Step 5	Step 5 L	Step 5 LL	Step 6	Step 6 L	Step 6 LL	
Effective 06/22/23 (FY24) / Adopted by the Board as of August 11, 2023																			
Chief Operating Officer	76.80	80.64	84.48	80.64	84.67	88.70	84.67	88.90	93.13	88.90	93.35	97.80	93.35	98.02	102.69	98.02	102.92	107.82	
Operations Deputy Director	63.27	66.43	69.59	66.43	69.75	73.07	69.75	73.24	76.73	73.24	76.90	80.56	76.90	80.75	84.60	80.75	84.79	88.83	
Maintenance Manager	60.02	63.02	66.02	63.02	66.17	69.32	66.17	69.48	72.79	69.48	72.95	76.42	72.95	76.60	80.25	76.60	80.43	84.26	
Chief Financial Officer (CFO)	76.80	80.64	84.48	80.64	84.67	88.70	84.67	88.90	93.13	88.90	93.35	97.80	93.35	98.02	102.69	98.02	102.92	107.82	
Planning and Development Director	65.47	68.74	72.01	68.74	72.18	75.62	72.18	75.79	79.40	75.79	79.58	83.37	79.58	83.56	87.54	83.56	87.74	91.92	
Human Resources Director	72.03	75.63	79.23	75.63	79.41	83.19	79.41	83.38	87.35	83.38	87.55	91.72	87.55	91.93	96.31	91.93	96.53	101.13	
Information Technology and Intelligent Transportation Systems Director	72.03	75.63	79.23	75.63	79.41	83.19	79.41	83.38	87.35	83.38	87.55	91.72	87.55	91.93	96.31	91.93	96.53	101.13	
Marketing and Communications Director	63.22	66.38	69.54	66.38	69.70	73.02	69.70	73.19	76.68	73.19	76.84	80.50	76.84	80.68	84.52	80.68	84.71	88.74	
Purchasing and Special Projects Director	52.68	55.31	57.94	55.31	58.08	60.85	60.85	63.88	66.54	63.88	66.98	69.68	66.98	70.43	73.13	70.43	73.59	76.95	
Senior Full Stack Developer	57.41	60.28	63.15	60.28	63.29	66.30	63.29	66.45	69.61	66.45	69.77	73.09	69.77	73.26	76.75	73.26	76.92	80.58	
Finance Deputy Director	57.58	60.46	63.34	60.46	63.48	66.50	63.48	66.65	69.82	66.65	69.98	73.31	69.98	73.48	76.98	73.48	77.15	80.82	
Human Resources Deputy Director	54.04	56.74	59.44	56.74	59.58	62.42	59.58	62.56	65.54	62.56	65.69	68.82	65.69	68.97	72.25	68.97	72.42	75.87	
Operations Manager - Fixed Route Division	50.61	53.14	55.67	53.14	55.80	58.46	55.80	58.59	61.38	58.59	61.52	64.45	61.52	64.60	67.68	64.60	67.83	71.06	
Operations Manager - Paratransit Division	47.46	49.83	52.20	49.83	52.32	54.81	52.32	54.94	57.56	54.94	57.69	60.44	57.69	60.57	63.45	60.57	63.60	66.63	
Assistant Maintenance Manager	45.02	47.27	49.52	47.27	49.63	51.99	49.63	52.11	54.59	52.11	54.72	57.33	54.72	57.46	60.20	57.46	60.33	63.20	
Facilities Maintenance Manager	51.02	53.57	56.12	53.57	56.25	58.93	56.25	59.06	61.87	59.06	62.01	64.96	62.01	65.11	68.21	65.11	68.37	71.63	
Full Stack Developer	49.93	52.43	54.93	52.43	55.05	57.67	55.05	57.80	60.55	57.80	60.69	63.58	60.69	63.72	66.75	63.72	66.91	70.10	
Safety, Security and Risk Management Director	56.53	59.36	62.19	59.36	62.33	65.30	62.33	65.45	68.57	65.45	68.72	71.99	68.72	72.16	75.60	72.16	75.77	79.38	
Special Projects Manager	40.71	42.75	44.79	42.75	44.89	47.03	44.89	47.13	49.37	47.13	49.49	51.85	49.49	51.85	54.43	51.85	54.56	57.16	
Assistant Operations Manager Fixed Route	43.03	45.18	47.33	45.18	47.44	49.70	47.44	49.81	52.18	49.81	52.30	54.79	52.30	54.79	57.54	54.79	57.66	60.41	
Assistant Operations Manager Paratransit	40.34	42.36	44.38	42.36	44.48	46.60	44.48	46.70	48.92	46.70	49.04	51.38	49.04	51.48	53.93	51.48	54.05	56.62	
Project Manager	35.40	37.17	38.94	37.17	39.03	40.89	39.03	40.98	42.93	40.98	43.03	45.08	43.03	45.18	47.33	45.18	47.44	49.70	
Purchasing Manager	45.02	47.27	49.52	47.27	49.63	51.99	49.63	52.11	54.59	52.11	54.72	57.33	54.72	57.46	60.20	57.46	60.33	63.20	
Customer Experience Manager	45.02	47.27	49.52	47.27	49.63	51.99	49.63	52.11	54.59	52.11	54.72	57.33	54.72	57.46	60.20	57.46	60.33	63.20	
Revenue Account Program Manager	35.40	37.17	38.94	37.17	39.03	40.89	39.03	40.98	42.93	40.98	43.03	45.08	43.03	45.18	47.33	45.18	47.44	49.70	
Capital Planning and Grants Programs Manager	51.62	54.20	56.78	54.20	56.91	59.62	56.91	59.76	62.61	59.76	62.75	65.74	62.75	65.89	69.03	65.89	69.18	72.47	
Parts and Materials Manager	39.13	41.09	43.05	41.09	43.14	45.19	43.14	45.30	47.46	45.30	47.57	49.84	47.57	49.95	52.33	49.95	52.45	54.95	
Executive Assistant	34.44	36.16	37.88	36.16	37.97	39.78	37.97	39.87	41.77	39.87	41.86	43.85	41.86	43.95	46.04	43.95	46.15	48.35	
L = 10 Years Longevity (5%); LL = 15 Years Longevity (5%+5%)																			
Longevity Pay is based only on length of service.																			
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** New position proposed to be added and adopted by the Board on 09-24-2021																			
*** New position added and adopted by the Board on 05-20-2022																			
**** New position to be added and adopted by the Board on 10-27-2023																			
***** Title Change to be added and adopted by the Board on 10-27-2023																			
^ New position and wage proposed to be added and adopted by the Board on 12-15-2023																			
^^ Title change and updated wage proposed to be added and adopted by the Board on 12-15-2023																			
^^^ New position and wages proposed to be added and adopted by the Board on 12-15-2023																			



MANAGEMENT  
YEARLY SALARY SCHEDULE

Effective 06/22/23 (FY24) / Adopted by the Board as of August 11, 2023

Title	Step 1	Step 1 LL	Step 2	Step 2 LL	Step 3	Step 3 LL	Step 4	Step 4 LL	Step 5	Step 5 LL	Step 6	Step 6 LL	Step 6 LL
Chief Operating Officer	159,744	167,731	175,718	176,114	184,496	184,912	184,912	194,168	194,168	203,882	203,882	214,074	214,074
Operations Deputy Director	131,602	138,174	144,747	145,080	151,986	152,339	152,339	159,952	159,952	167,960	167,960	176,363	176,363
Maintenance Manager	124,842	131,082	137,322	137,634	144,186	144,518	144,518	151,736	151,736	159,328	159,328	167,294	167,294
Chief Financial Officer (CFO)	159,744	167,731	175,718	176,114	184,496	184,912	184,912	194,168	194,168	203,882	203,882	214,074	214,074
Planning and Development Director	136,178	142,979	149,781	150,134	157,290	157,643	157,643	165,526	165,526	173,805	173,805	182,499	182,499
Human Resources Director	149,822	157,310	164,798	165,173	173,035	173,430	173,430	182,104	182,104	190,778	190,778	200,325	200,325
Information Technology and Intelligent Transportation Systems Director	149,822	157,310	164,798	165,173	173,035	173,430	173,430	182,104	182,104	190,778	190,778	200,325	200,325
Marketing and Communications Director	131,498	138,070	144,643	144,976	151,882	152,235	152,235	159,494	159,494	167,440	167,440	175,802	175,802
Purchasing and Special Projects Director	109,574	115,045	120,515	120,806	126,568	126,838	126,838	133,182	133,182	139,526	139,526	146,494	146,494
Senior Full Stack Developer	119,413	125,382	131,352	131,643	137,904	138,216	138,216	145,122	145,122	152,027	152,027	159,994	159,994
Finance Deputy Director	119,766	125,757	131,747	132,038	138,320	138,632	138,632	145,558	145,558	152,485	152,485	160,472	160,472
Human Resources Deputy Director	112,403	118,019	123,635	123,926	129,834	130,125	130,125	136,635	136,635	143,146	143,146	150,634	150,634
Operations Manager - Fixed Route Division	105,269	110,531	115,794	116,064	121,597	121,867	121,867	127,962	127,962	134,056	134,056	141,086	141,086
Operations Manager - Paratransit Division	98,717	103,646	108,576	108,826	114,005	114,275	114,275	119,995	119,995	125,715	125,715	132,288	132,288
Assistant Maintenance Manager	93,642	98,322	103,002	103,230	108,139	108,389	108,389	113,818	113,818	119,246	119,246	125,486	125,486
Facilities Maintenance Manager	106,122	111,426	116,730	117,000	122,574	122,845	122,845	128,981	128,981	135,117	135,117	142,210	142,210
Full Stack Developer	103,854	109,054	114,254	114,504	119,954	120,224	120,224	126,235	126,235	132,246	132,246	139,173	139,173
Safety, Security and Risk Management Director	117,582	123,469	129,355	129,646	135,824	136,136	136,136	142,938	142,938	149,739	149,739	157,248	157,248
Special Projects Manager	84,677	88,920	93,163	93,371	97,822	98,030	98,030	102,939	102,939	107,848	107,848	113,485	113,485
Assistant Operations Manager Fixed Route	89,502	93,974	98,446	98,675	103,376	103,605	103,605	108,784	108,784	114,234	114,234	119,933	119,933
Assistant Operations Manager Paratransit	83,907	88,109	92,310	92,518	96,928	97,136	97,136	102,003	102,003	106,870	106,870	112,424	112,424
Project Manager	73,632	77,314	80,995	81,182	85,051	85,238	85,238	89,502	89,502	93,766	93,766	98,675	98,675
Purchasing Manager	93,642	98,322	103,002	103,230	108,139	108,389	108,389	113,818	113,818	119,246	119,246	125,486	125,486
Customer Experience Manager	93,642	98,322	103,002	103,230	108,139	108,389	108,389	113,818	113,818	119,246	119,246	125,486	125,486
Revenue Account Program Manager	73,632	77,314	80,995	81,182	85,051	85,238	85,238	89,502	89,502	93,766	93,766	98,675	98,675
Capital Planning and Grants Programs Manager	107,370	112,736	118,102	118,373	124,010	124,301	124,301	130,520	130,520	136,739	136,739	143,894	143,894
Parts and Materials Manager	81,390	85,467	89,544	89,731	93,995	94,224	94,224	98,946	98,946	103,667	103,667	109,096	109,096
Executive Assistant	71,635	75,213	78,790	78,978	82,742	82,930	82,930	87,069	87,069	91,416	91,416	95,992	95,992
L = 10 Years Longevity (5%); LL = 15 Years Longevity (5%+5%)													
Longevity Pay is based only on length of service.													
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** New position proposed to be added and adopted by the Board on 09-24-2021													
*** Updated Schedule - CEO/General Manager Position removed, to be adopted by the Board on 03-25-2022													
**** New position added and adopted by the Board on 05-20-2022													
***** New position to be added and adopted by the Board on 10-27-2023													
***** Title Change to be added and adopted by the Board on 12-15-2023													
***** Title change and updated wage proposed to be added and adopted by the Board on 12-15-2023													
***** New position and wages proposed to be added and adopted by the Board on 12-15-2023													
***** New position and wages proposed to be added and adopted by the Board on 2-25-2024													



MANAGEMENT													
HOURLY RATES SCHEDULE													
Title	Step 1	Step 1 LL	Step 2	Step 2 LL	Step 3	Step 3 LL	Step 4	Step 4 LL	Step 5	Step 5 LL	Step 6	Step 6 LL	Step 7
Effective 06/20/24 (FY25) / Adopted by the Board as of August 11, 2023													
Chief Operating Officer	79.87	83.86	83.86	88.05	88.05	92.45	92.45	96.85	96.85	97.07	101.69	101.69	101.92
Operations Deputy Director	65.80	69.09	69.09	72.54	72.54	75.99	75.99	79.80	79.80	76.17	83.79	83.79	83.98
Maintenance Manager	62.42	65.54	65.54	68.82	68.82	72.10	72.10	75.70	75.70	72.26	79.48	79.48	79.66
Chief Financial Officer (CFO)	79.87	83.86	83.86	88.05	88.05	92.45	92.45	96.85	96.85	97.07	101.69	101.69	101.92
Planning and Development Director	68.09	71.49	71.49	75.06	75.06	78.63	78.63	82.56	82.56	78.81	86.89	86.89	86.89
Human Resources Director	74.91	78.66	78.66	82.41	82.41	86.52	86.52	90.85	90.85	86.72	95.40	95.40	95.61
Information, Technology, and Intelligent Transportation Systems Director	74.91	78.66	78.66	82.41	82.41	86.52	86.52	90.85	90.85	86.72	95.40	95.40	95.61
Marketing and Communications Director	65.75	69.04	69.04	72.49	72.49	75.94	75.94	79.73	79.73	76.11	83.73	83.73	83.92
Purchasing and Special Projects Director	54.79	57.53	57.53	60.41	60.41	63.29	63.29	66.45	66.45	63.43	69.77	69.77	69.93
Senior Full Stack Developer	59.71	62.70	62.70	65.69	65.69	68.98	68.98	72.42	72.42	69.13	76.05	76.05	76.22
Finance Deputy Director	59.88	62.87	62.87	66.01	66.01	69.15	69.15	72.61	72.61	69.31	76.25	76.25	76.42
Human Resources Deputy Director	56.20	59.01	59.01	61.96	61.96	64.91	64.91	68.16	68.16	65.06	71.56	71.56	71.73
Operations Manager - Fixed Route Division	52.63	55.26	55.26	58.02	58.02	60.78	60.78	63.82	63.82	60.92	67.02	67.02	67.17
Operations Manager - Paratransit Division	49.36	51.83	51.83	54.42	54.42	57.01	57.01	59.86	59.86	57.14	62.86	62.86	63.00
Assistant Maintenance Manager	46.82	49.16	49.16	51.62	51.62	54.08	54.08	56.78	56.78	54.20	59.61	59.61	59.76
Facilities Maintenance Manager	53.06	55.71	55.71	58.50	58.50	61.29	61.29	64.36	64.36	61.43	67.57	67.57	67.73
Full Stack Developer	51.93	54.53	54.53	57.26	57.26	59.99	59.99	62.98	62.98	60.12	66.14	66.14	66.29
Safety, Security and Risk Management Director	58.79	61.73	61.73	64.82	64.82	67.91	67.91	71.30	71.30	68.06	74.86	74.86	75.03
Special Projects Manager	42.34	44.46	44.46	46.68	46.68	48.90	48.90	49.01	49.01	51.46	53.91	53.91	54.03
Assistant Operations Manager Fixed Route	44.75	46.99	46.99	49.34	49.34	51.69	51.69	54.28	54.28	51.81	56.99	56.99	57.12
Assistant Operations Manager Paratransit	41.95	44.05	44.05	46.25	46.25	48.45	48.45	50.87	50.87	48.56	53.42	53.42	53.54
Project Manager	36.82	38.66	38.66	40.59	40.59	42.52	42.52	44.65	44.65	42.62	46.88	46.88	46.99
Purchasing Manager	46.82	49.16	49.16	51.62	51.62	54.08	54.08	56.78	56.78	54.20	59.61	59.61	59.76
Customer Experience Manager	46.82	49.16	49.16	51.62	51.62	54.08	54.08	56.78	56.78	54.20	59.61	59.61	59.76
Revenue Account Program Manager	36.82	38.66	38.66	40.59	40.59	42.52	42.52	44.65	44.65	42.62	46.88	46.88	46.99
Capital Planning and Grants Programs Manager	53.88	56.36	56.36	59.18	59.18	62.00	62.00	65.10	65.10	62.14	68.36	68.36	68.51
Parts and Materials Manager	40.70	42.74	42.74	44.88	44.88	47.02	47.02	49.36	49.36	47.12	51.84	51.84	51.95
Executive Assistant	35.82	37.61	37.61	39.49	39.49	41.37	41.37	43.43	43.43	41.46	45.60	45.60	45.71
L = 10 Years Longevity (5%); LL = 15 Years Longevity (5%+5%)													
Longevity Pay is based only on length of service.													
Position added and adopted by the Board on 11-20-2020; Title and wage changes adopted by the Board on 12/15/2023													
New position proposed to be added and adopted by the Board on 09-24-2021													
Updated Schedule - CEO/General Manager Position removed; to be adopted by the Board on 03-25-2022													
New position added and adopted by the Board on 05-20-2022													
New position to be added and adopted by the Board on 10-27-2023													
Title Change to be added and adopted by the Board on 10-27-2023													
New position and wage proposed to be added and adopted by the Board on 12-15-2023													
Title change and updated wage proposed to be added and adopted by the Board on 12-15-2023													
New position and wages proposed to be added and adopted by the Board on 12-15-2023													
New position and wages proposed to be added and adopted by the Board on 2-23-2024													



MANAGEMENT  
YEARLY SALARY SCHEDULE

	Step 1	Step 1 LL	Step 2	Step 2 LL	Step 3	Step 3 LL	Step 3 LL	Step 4	Step 4 LL	Step 5	Step 5 LL	Step 5 LL	Step 6	Step 6 LL	Step 6 LL
Effective 06/20/24 (FY25) / Adopted by the Board as of August 11, 2023															
<b>Title</b>	<b>Step 1</b>	<b>Step 1 LL</b>	<b>Step 2</b>	<b>Step 2 LL</b>	<b>Step 3</b>	<b>Step 3 LL</b>	<b>Step 3 LL</b>	<b>Step 4</b>	<b>Step 4 LL</b>	<b>Step 5</b>	<b>Step 5 LL</b>	<b>Step 5 LL</b>	<b>Step 6</b>	<b>Step 6 LL</b>	<b>Step 6 LL</b>
Chief Operating Officer	166,130	174,429	182,728	174,429	183,144	191,859	183,144	192,296	201,906	211,515	221,125	222,082	211,994	222,602	233,210
Operations Deputy Director	136,864	143,707	150,550	143,707	150,883	158,059	150,883	158,434	166,358	174,283	182,998	182,998	174,678	183,414	192,150
Maintenance Manager	129,834	136,323	142,813	136,323	143,146	149,968	143,146	150,301	157,810	165,318	173,576	173,576	165,693	173,971	182,250
Chief Financial Officer (CFO)	166,130	174,429	182,728	174,429	183,144	191,859	183,144	192,296	201,906	211,515	221,125	222,082	211,994	222,602	233,210
Planning and Development Director	141,627	148,699	155,771	148,699	156,125	163,550	156,125	163,925	172,120	180,315	189,342	189,342	180,731	189,768	198,786
Human Resources Director	155,813	163,613	171,413	163,613	171,787	179,962	171,787	180,378	189,405	198,432	208,333	208,333	198,869	208,811	218,754
Information Technology and Intelligent Transportation Systems Director	155,813	163,613	171,413	163,613	171,787	179,962	171,787	180,378	189,405	198,432	208,333	208,333	198,869	208,811	218,754
Marketing and Communications Director	136,760	143,603	150,446	143,603	150,779	157,955	150,779	158,309	166,234	174,158	182,874	182,874	174,554	183,290	192,026
Purchasing and Special Projects Director	113,963	119,662	125,362	119,662	125,653	131,643	125,653	131,934	138,528	145,122	152,381	152,381	145,454	152,734	160,014
Senior Full Stack Developer	124,197	130,416	136,635	130,416	136,947	143,478	136,947	143,790	150,987	158,184	166,088	166,088	158,538	166,462	174,387
Finance Deputy Director	124,550	130,770	136,989	130,770	137,301	143,832	137,301	144,165	151,382	158,600	166,525	166,525	158,954	166,899	174,845
Human Resources Deputy Director	116,896	122,741	128,586	122,741	128,877	135,013	128,877	135,325	142,085	148,845	156,312	156,312	149,198	156,666	164,133
Operations Manager - Fixed Route Division	109,470	114,941	120,411	114,941	120,682	126,422	120,682	126,714	133,058	139,402	146,370	146,370	139,714	146,702	153,691
Operations Manager - Paratransit Division	102,669	107,806	112,944	107,806	113,194	118,581	113,194	118,851	124,800	130,749	137,280	137,280	131,040	137,592	144,144
Assistant Maintenance Manager	97,386	102,253	107,120	102,253	107,370	112,486	107,370	112,736	118,373	124,010	130,229	130,229	124,301	130,520	136,739
Facilities Maintenance Manager	110,365	115,877	121,389	115,877	121,680	127,483	121,680	127,774	134,160	140,546	147,597	147,597	140,878	147,930	154,981
Full Stack Developer	108,014	113,422	118,830	113,422	119,101	124,779	119,101	125,050	131,310	137,571	144,456	144,456	137,883	144,768	151,653
Safety, Security and Risk Management Director	122,283	128,398	134,514	128,398	134,826	141,253	134,826	141,565	148,637	155,709	163,488	163,488	156,062	163,862	171,662
Special Projects Manager	88,067	92,477	96,886	92,477	97,094	101,712	97,094	101,941	107,037	112,133	117,228	117,228	112,382	117,998	123,614
Assistant Operations Manager Fixed Route	93,080	97,739	102,398	97,739	102,627	107,515	102,627	107,765	113,152	118,539	124,467	124,467	118,810	124,758	130,707
Assistant Operations Manager Paratransit	87,256	91,624	95,992	91,624	96,200	100,776	96,200	101,005	106,059	111,114	116,667	116,667	111,363	116,938	122,512
Project Manager	76,586	80,413	84,240	80,413	84,427	88,442	84,427	88,650	93,080	97,510	102,398	102,398	97,739	102,627	107,515
Purchasing Manager	97,386	102,253	107,120	102,253	107,370	112,486	107,370	112,736	118,373	124,010	130,229	130,229	124,301	130,520	136,739
Customer Experience Manager	97,386	102,253	107,120	102,253	107,370	112,486	107,370	112,736	118,373	124,010	130,229	130,229	124,301	130,520	136,739
Revenue Account Program Manager	76,586	80,413	84,240	80,413	84,427	88,442	84,427	88,650	93,080	97,510	102,398	102,398	97,739	102,627	107,515
Capital Planning and Grants Programs Manager	111,654	117,229	122,803	117,229	123,094	128,960	123,094	129,251	135,720	142,189	149,282	149,282	142,501	149,635	156,770
Parts and Materials Manager	84,656	88,899	93,142	88,899	93,350	97,802	93,350	98,010	102,918	107,827	113,194	113,194	108,056	113,464	118,872
Executive Assistant	74,506	78,229	81,952	78,229	82,139	86,050	82,139	86,237	90,542	94,848	99,611	99,611	95,077	99,840	104,603
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** New position proposed to be added and adopted by the Board on 09-24-2021															
** Updated Schedule : CEO/General Manager Position removed, to be adopted by the Board on 03-25-2022															
*** New position added and adopted by the Board on 05-20-2022															
**** New position to be added and adopted by the Board on 10-27-2023															
***** Title Change to be added and adopted by the Board on 12-15-2023															
***** Title change and updated wage proposed to be added and adopted by the Board on 12-15-2023															
***** New position and wages proposed to be added and adopted by the Board on 12-15-2023															
***** New position and wages proposed to be added and adopted by the Board on 2-23-2024															



MANAGEMENT  
MONTHLY SALARY SCHEDULE

	Step 1	Step 1 LL	Step 2	Step 2 LL	Step 3	Step 3 LL	Step 4	Step 4 LL	Step 5	Step 5 LL	Step 6	Step 6 LL	Step 6 LL
Effective 06/20/24 (FY25) / Adopted by the Board as of August 11, 2023													
<b>Title</b>	<b>Step 1</b>	<b>Step 1 LL</b>	<b>Step 2</b>	<b>Step 2 LL</b>	<b>Step 3</b>	<b>Step 3 LL</b>	<b>Step 4</b>	<b>Step 4 LL</b>	<b>Step 5</b>	<b>Step 5 LL</b>	<b>Step 6</b>	<b>Step 6 LL</b>	<b>Step 6 LL</b>
Chief Operating Officer	13,844	14,536	15,227	14,536	15,262	16,025	16,787	16,025	16,826	17,666	17,666	18,507	17,666
^ Operations Deputy Director	11,405	11,976	12,546	11,976	12,574	13,203	13,832	13,203	13,863	14,524	14,557	15,250	14,557
Maintenance Manager	10,820	11,360	11,901	11,360	11,929	12,525	13,121	12,525	13,151	13,777	13,808	14,465	13,808
Chief Financial Officer (CFO)	13,844	14,536	15,227	14,536	15,262	16,025	16,787	16,025	16,826	17,666	17,666	18,507	17,666
Planning and Development Director	11,802	12,392	12,981	12,392	13,010	13,660	14,310	13,660	14,343	15,026	15,061	15,779	15,061
Human Resources Director	12,984	13,634	14,284	13,634	14,316	15,032	15,747	15,032	15,784	16,536	16,572	17,361	16,572
Information Technology and Intelligent Transportation Systems Director	12,984	13,634	14,284	13,634	14,316	15,032	15,747	15,032	15,784	16,536	16,572	17,361	16,572
^^ Marketing and Communications Director	11,397	11,967	12,537	11,967	12,565	13,192	13,820	13,192	13,853	14,513	14,544	15,240	14,544
Purchasing and Special Projects Director	9,497	9,972	10,447	9,972	10,471	10,995	11,518	10,995	11,544	12,094	12,121	12,698	12,121
*****Senior Full Stack Developer	10,350	10,868	11,386	10,868	11,412	11,983	12,553	11,983	12,582	13,182	13,212	13,841	13,212
Finance Deputy Director	10,379	10,898	11,416	10,898	11,442	12,014	12,586	12,014	12,615	13,217	13,246	13,877	13,246
Human Resources Deputy Director	9,741	10,228	10,716	10,228	10,740	11,277	11,814	11,277	11,840	12,404	12,433	13,026	12,433
^^^ Operations Manager - Fixed Route Division	9,123	9,578	10,034	9,578	10,057	10,560	11,062	10,560	11,088	11,617	11,643	12,198	11,643
^^^ Operations Manager - Paratransit Division	8,556	8,984	9,412	8,984	9,433	9,904	10,376	9,904	10,400	10,896	10,920	11,440	10,920
Assistant Maintenance Manager	8,116	8,521	8,927	8,521	8,948	9,395	9,842	9,395	9,864	10,334	10,358	10,877	10,358
Facilities Maintenance Manager	9,197	9,656	10,116	9,656	10,140	10,648	11,156	10,648	11,180	11,712	11,740	12,300	11,740
*****Full Stack Developer	9,001	9,452	9,903	9,452	9,925	10,421	10,917	10,421	10,943	11,464	11,490	12,038	11,490
Safety, Security and Risk Management Director	10,190	10,700	11,210	10,700	11,236	11,797	12,359	11,797	12,386	12,976	13,005	13,624	13,005
^^^ Special Projects Manager	7,339	7,706	8,074	7,706	8,091	8,495	8,899	8,495	8,920	9,344	9,365	9,811	9,365
^^^ Assistant Operations Manager Fixed Route	7,757	8,145	8,533	8,145	8,552	8,980	9,409	8,980	9,429	9,878	9,901	10,372	9,901
^^^ Assistant Operations Manager Paratransit	7,271	7,635	7,999	7,635	8,017	8,417	8,818	8,417	8,838	9,260	9,280	9,722	9,280
Project Manager	6,382	6,701	7,020	6,701	7,036	7,388	7,739	7,388	7,757	8,126	8,145	8,533	8,145
Purchasing Manager	8,116	8,521	8,927	8,521	8,948	9,395	9,842	9,395	9,864	10,334	10,358	10,877	10,358
*Customer Experience Manager	8,116	8,521	8,927	8,521	8,948	9,395	9,842	9,395	9,864	10,334	10,358	10,877	10,358
**Revenue Account Program Manager	6,382	6,701	7,020	6,701	7,036	7,388	7,739	7,388	7,757	8,126	8,145	8,533	8,145
*** Capital Planning and Grants Programs Manager	9,305	9,769	10,234	9,769	10,258	10,771	11,284	10,771	11,310	11,849	11,875	12,440	11,875
**** Parts and Materials Manager	7,055	7,408	7,762	7,408	7,779	8,168	8,556	8,168	8,577	8,986	9,005	9,455	9,005
Executive Assistant	6,209	6,519	6,829	6,519	6,845	7,186	7,528	7,186	7,545	7,904	7,923	8,301	7,923
L = 10 Years Longevity (5%); LL = 15 Years Longevity (5%+5%)													
*****													
Longevity Pay is based only on length of service.													
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**** New position to be added and adopted by the Board on 10-27-2023													
***** Title Change to be added and adopted by the Board on 10-27-2023													
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^^ Title change and updated wage proposed to be added and adopted by the Board on 12-15-2023													
^^^ New position and wages proposed to be added and adopted by the Board on 12-15-2023													
**** New position and wages proposed to be added and adopted by the Board on 2-23-2024													





MANAGEMENT  
HOURLY RATES SCHEDULE

Effective 06/19/25 (FY26) / Adopted by the Board as of August 11, 2023

Title	Step 1	Step 1 LL	Step 2	Step 2 LL	Step 3	Step 3 LL	Step 4	Step 4 LL	Step 5	Step 5 LL	Step 6	Step 6 LL
Chief Operating Officer	83.06	87.21	91.57	95.93	100.96	106.01	111.06	116.61	122.21	127.86	133.51	139.16
Operations Deputy Director	68.43	71.85	75.44	79.03	82.98	87.13	91.49	96.07	100.96	106.01	111.31	116.61
Maintenance Manager	64.92	68.17	71.58	74.99	78.74	82.86	87.22	91.81	96.60	101.60	106.81	112.21
Chief Financial Officer (CFO)	83.06	87.21	91.57	95.93	100.96	106.01	111.06	116.61	122.21	127.86	133.51	139.16
Planning and Development Director	70.81	74.35	78.07	81.79	85.87	90.17	94.67	99.41	104.40	109.39	114.48	119.67
Human Resources Director	77.91	81.81	85.90	89.99	94.50	99.22	104.19	109.39	114.80	120.41	126.11	131.91
Information Technology and Intelligent Transportation Systems Director	77.91	81.81	85.90	89.99	94.50	99.22	104.19	109.39	114.80	120.41	126.11	131.91
Marketing and Communications Director	68.38	71.80	75.39	78.98	82.93	87.08	91.44	96.00	100.96	106.01	111.31	116.61
Purchasing and Special Projects Director	56.98	59.83	62.82	65.81	68.90	72.16	75.66	79.39	83.26	87.22	91.29	95.46
Senior Full Stack Developer	62.10	65.21	68.47	71.73	75.11	78.60	82.20	85.91	89.72	93.63	97.64	101.75
Finance Deputy Director	62.28	65.39	68.66	71.93	75.32	78.81	82.41	86.11	89.92	93.83	97.84	101.95
Human Resources Deputy Director	58.45	61.37	64.44	67.51	70.66	73.88	77.16	80.51	83.94	87.44	90.99	94.59
Operations Manager - Fixed Route Division	54.74	57.48	60.35	63.22	66.39	69.71	73.20	76.85	80.54	84.34	88.24	92.14
Operations Manager - Paratransit Division	51.33	53.90	56.60	59.30	62.26	65.37	68.64	72.08	75.60	79.27	83.04	86.91
Assistant Maintenance Manager	48.69	51.12	53.68	56.24	58.94	61.76	64.70	67.76	70.92	74.18	77.54	80.99
Facilities Maintenance Manager	55.18	57.94	60.84	63.74	66.82	70.06	73.46	77.01	80.70	84.54	88.52	92.64
Full Stack Developer	54.01	56.71	59.55	62.39	65.51	68.79	72.22	75.84	79.54	83.34	87.24	91.24
Safety, Security and Risk Management Director	61.14	64.20	67.41	70.62	74.15	77.86	81.76	85.84	90.01	94.34	98.84	103.54
Special Projects Manager	44.03	46.23	48.43	50.85	53.40	56.07	58.88	61.84	64.94	68.18	71.56	75.08
Assistant Operations Manager Fixed Route	46.54	48.87	51.31	53.75	56.45	59.26	62.23	65.34	68.59	71.98	75.51	79.08
Assistant Operations Manager Paratransit	43.63	45.81	48.10	50.39	52.92	55.57	58.34	61.24	64.26	67.41	70.68	74.07
Project Manager	38.29	40.20	42.11	44.22	46.43	48.76	51.20	53.75	56.41	59.18	62.06	65.04
Purchasing Manager	48.69	51.12	53.68	56.24	58.94	61.76	64.70	67.76	70.92	74.18	77.54	80.99
Customer Experience Manager	48.69	51.12	53.68	56.24	58.94	61.76	64.70	67.76	70.92	74.18	77.54	80.99
Revenue Account Program Manager	38.29	40.20	42.11	44.22	46.43	48.76	51.20	53.75	56.41	59.18	62.06	65.04
Capital Planning and Grants Programs Manager	55.93	58.62	61.41	64.48	67.71	71.09	74.64	78.37	82.18	86.07	89.96	93.94
Parts and Materials Manager	42.33	44.45	46.57	48.89	51.33	53.90	56.59	59.42	62.30	65.24	68.24	71.29
Executive Assistant	37.25	39.11	41.07	43.03	45.17	47.44	49.80	52.30	54.84	57.44	60.09	62.79
L = 10 Years Longevity (5%); LL = 15 Years Longevity (5%+5%)												
Longevity Pay is based only on length of service.												
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****New position to be added and adopted by the Board on 10-27-2023												
*****Title Change to be added and adopted by the Board on 10-27-2023												
^New position and wage proposed to be added and adopted by the Board on 12-15-2023												
^*Title change and updated wage proposed to be added and adopted by the Board on 12-15-2023												
^^New position and wages proposed to be added and adopted by the Board on 12-15-2023												
^^^New position and wages proposed to be added and adopted by the Board on 2-23-2024												



MANAGEMENT  
YEARLY SALARY SCHEDULE

Effective 06/19/25 (FY26) / Adopted by the Board as of August 11, 2023

Title	Step 1	Step 1 LL	Step 2	Step 2 LL	Step 3	Step 3 LL	Step 3 LL	Step 4	Step 4 LL	Step 5	Step 5 LL	Step 5 LL	Step 6	Step 6 LL	Step 6 LL
Chief Operating Officer	172,765	181,397	190,029	190,466	190,466	199,992	209,518	199,992	209,997	209,997	220,501	231,005	220,501	231,525	242,549
Operations Deputy Director	142,334	149,448	156,562	164,382	164,382	172,598	181,230	164,757	172,994	172,994	181,646	190,299	181,646	190,736	199,826
Maintenance Manager	135,034	141,794	148,554	148,886	155,979	148,886	163,779	156,333	164,154	164,154	172,370	180,586	172,370	180,981	189,592
Chief Financial Officer (CFO)	172,765	181,397	190,029	190,466	199,992	209,518	199,992	209,997	220,002	209,997	220,501	231,005	220,501	231,525	242,549
Planning and Development Director	147,285	154,648	162,011	162,386	170,123	170,123	178,610	170,498	179,026	179,026	187,554	196,914	187,554	197,371	206,773
Human Resources Director	162,053	170,165	178,277	178,672	187,179	178,672	187,616	187,616	196,997	196,997	206,378	216,715	206,378	217,194	227,531
Information Technology and Intelligent Transportation Systems Director	162,053	170,165	178,277	178,672	187,179	178,672	187,616	187,616	196,997	196,997	206,378	216,715	206,378	217,194	227,531
Marketing and Communications Director	142,230	149,344	156,458	149,344	156,811	164,278	156,811	164,653	172,890	172,890	181,126	190,195	181,542	190,611	199,680
Purchasing and Special Projects Director	118,518	124,446	130,374	124,446	130,666	136,885	136,885	142,418	149,198	149,198	156,998	164,466	156,998	164,840	173,077
Senior Full Stack Developer	129,168	135,637	142,106	135,637	142,418	149,198	149,198	156,645	164,531	164,531	172,682	180,840	172,682	181,314	190,000
Finance Deputy Director	129,542	136,011	142,480	142,813	149,614	142,813	149,947	157,082	164,947	164,947	173,160	181,314	173,160	181,813	190,664
Human Resources Deputy Director	121,576	127,650	133,723	127,650	134,035	140,421	134,035	140,733	147,763	147,763	154,794	162,531	154,794	162,906	170,664
Operations Manager - Fixed Route Division	113,859	119,558	125,258	119,558	125,528	131,488	125,528	131,810	138,403	138,403	144,997	152,256	144,997	152,589	159,848
Operations Manager - Paratransit Division	106,766	112,112	117,458	112,112	117,728	123,344	117,728	123,614	129,792	129,792	135,970	142,771	135,970	143,104	149,926
Assistant Maintenance Manager	101,275	106,330	111,384	106,330	111,654	116,979	111,654	117,229	123,094	123,094	128,960	135,408	123,094	136,720	142,189
Facilities Maintenance Manager	114,774	120,515	126,256	120,515	126,547	132,579	126,547	132,870	139,506	139,506	146,141	153,442	146,141	153,795	161,117
Full Stack Developer	112,341	117,957	123,573	117,957	123,864	129,771	123,864	130,062	136,573	136,573	143,083	150,218	143,083	150,571	157,747
Safety, Security and Risk Management Director	127,171	133,536	139,901	133,536	140,213	146,890	140,213	147,222	154,586	154,586	161,949	170,061	161,949	170,435	178,547
Special Projects Manager	91,582	96,158	100,734	96,158	100,963	105,768	100,963	106,018	111,072	111,072	116,626	122,470	116,626	122,741	128,586
Assistant Operations Manager Fixed Route	96,803	101,650	106,496	101,650	106,725	111,800	106,725	112,070	117,416	117,416	122,861	129,438	122,861	129,730	135,907
Assistant Operations Manager Paratransit	90,750	95,285	99,819	95,285	100,048	104,811	100,048	105,061	110,323	110,323	115,586	121,347	115,586	121,618	127,400
Project Manager	79,643	83,616	87,589	83,616	87,797	91,978	87,797	92,186	96,574	96,574	101,421	106,496	101,421	106,725	111,800
Purchasing Manager	101,275	106,330	111,384	106,330	111,654	116,979	111,654	117,229	123,094	123,094	128,960	135,408	123,094	136,720	142,189
Customer Experience Manager	101,275	106,330	111,384	106,330	111,654	116,979	111,654	117,229	123,094	123,094	128,960	135,408	123,094	136,720	142,189
Revenue Account Program Manager	79,643	83,616	87,589	83,616	87,797	91,978	87,797	92,186	96,574	96,574	101,421	106,496	101,421	106,725	111,800
Capital Planning and Grants Programs Manager	116,126	121,930	127,733	121,930	128,024	134,118	128,024	134,430	141,149	141,149	147,867	155,251	147,867	155,605	163,010
Parts and Materials Manager	88,046	92,456	96,866	92,456	97,074	101,691	97,074	101,920	107,016	107,016	112,112	117,707	112,112	117,978	123,594
Executive Assistant	77,480	81,349	85,218	81,349	85,426	89,502	85,426	89,690	94,182	94,182	98,675	103,584	98,675	103,834	108,784
L = 10 Years Longevity (5%); LL = 15 Years Longevity (6%+5%)															
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MANAGEMENT  
MONTHLY SALARY SCHEDULE

	Step 1	Step 1 LL	Step 2	Step 2 LL	Step 3	Step 3 LL	Step 4	Step 4 LL	Step 5	Step 5 LL	Step 6	Step 6 LL	Step 6 LL
Effective 06/19/25 (FY26) / Adopted by the Board as of August 11, 2023													
<b>Title</b>	<b>Step 1</b>	<b>Step 1 LL</b>	<b>Step 2</b>	<b>Step 2 LL</b>	<b>Step 3</b>	<b>Step 3 LL</b>	<b>Step 4</b>	<b>Step 4 LL</b>	<b>Step 5</b>	<b>Step 5 LL</b>	<b>Step 6</b>	<b>Step 6 LL</b>	<b>Step 6 LL</b>
Chief Operating Officer	14,397	15,116	15,836	16,628	17,460	18,334	19,250	20,212	21,220	22,272	23,370	24,516	25,712
^ Operations Deputy Director	11,861	12,454	13,047	13,699	14,383	15,103	15,868	16,682	17,544	18,456	19,416	20,424	21,480
Maintenance Manager	11,253	11,816	12,380	12,998	13,648	14,331	15,049	15,802	16,590	17,424	18,304	19,236	20,216
Chief Financial Officer (CFO)	14,397	15,116	15,836	16,628	17,460	18,334	19,250	20,212	21,220	22,272	23,370	24,516	25,712
Planning and Development Director	12,274	12,887	13,501	14,177	14,884	15,630	16,416	17,238	18,096	19,044	20,084	21,216	22,440
Human Resources Director	13,504	14,180	14,856	15,598	16,380	17,198	18,060	18,968	19,920	20,916	21,956	23,040	24,168
Information Technology and Intelligent Transportation Systems Director	13,504	14,180	14,856	15,598	16,380	17,198	18,060	18,968	19,920	20,916	21,956	23,040	24,168
^^ Marketing and Communications Director	11,853	12,445	13,038	13,668	14,332	15,040	15,792	16,588	17,428	18,312	19,240	20,212	21,228
Purchasing and Special Projects Director	9,877	10,371	10,865	11,407	11,977	12,577	13,205	13,883	14,611	15,399	16,237	17,125	18,063
*****Senior Full Stack Developer	10,764	11,303	11,842	12,433	13,068	13,744	14,461	15,219	16,017	16,855	17,733	18,661	19,637
Finance Deputy Director	10,795	11,334	11,873	12,468	13,109	13,744	14,421	15,144	15,912	16,726	17,586	18,492	19,444
Human Resources Deputy Director	10,131	10,638	11,144	11,702	12,286	12,900	13,544	14,218	14,932	15,686	16,480	17,314	18,188
^^^ Operations Manager - Fixed Route Division	9,488	9,963	10,438	10,968	11,508	12,063	12,644	13,262	13,918	14,614	15,350	16,128	16,948
^^^ Operations Manager - Paratransit Division	8,897	9,343	9,788	10,279	10,811	11,331	11,888	12,482	13,114	13,784	14,492	15,238	16,022
Assistant Maintenance Manager	8,440	8,861	9,282	9,748	10,234	10,747	11,284	11,847	12,436	13,062	13,726	14,428	15,166
Facilities Maintenance Manager	9,565	10,043	10,521	11,048	11,600	12,178	12,784	13,428	14,108	14,824	15,576	16,364	17,188
*****Full Stack Developer	9,362	9,830	10,298	10,814	11,355	11,924	12,524	13,156	13,820	14,526	15,274	16,064	16,892
Safety, Security and Risk Management Director	10,598	11,128	11,658	12,241	12,853	13,496	14,172	14,882	15,628	16,416	17,244	18,112	19,020
^^^ Special Projects Manager	7,632	8,013	8,395	8,814	9,256	9,719	10,206	10,716	11,248	11,792	12,356	12,940	13,550
^ Assistant Operations Manager Fixed Route	8,067	8,471	8,875	9,317	9,785	10,272	10,788	11,336	11,916	12,528	13,172	13,848	14,556
^^ Assistant Operations Manager Paratransit	7,563	7,940	8,318	8,734	9,173	9,632	10,124	10,648	11,196	11,776	12,388	13,032	13,708
Project Manager	6,637	6,968	7,299	7,665	8,048	8,452	8,884	9,344	9,832	10,352	10,896	11,464	12,056
Purchasing Manager	8,440	8,861	9,282	9,748	10,234	10,747	11,284	11,847	12,436	13,062	13,726	14,428	15,166
Customer Experience Manager	8,440	8,861	9,282	9,748	10,234	10,747	11,284	11,847	12,436	13,062	13,726	14,428	15,166
***Revenue Account Program Manager	6,637	6,968	7,299	7,665	8,048	8,452	8,884	9,344	9,832	10,352	10,896	11,464	12,056
*** Capital Planning and Grants Programs Manager	9,677	10,161	10,644	11,177	11,736	12,322	12,936	13,576	14,244	14,940	15,664	16,416	17,196
**** Parts and Materials Manager	7,337	7,705	8,072	8,474	8,897	9,343	9,818	10,328	10,872	11,440	12,032	12,648	13,288
Executive Assistant	6,457	6,779	7,102	7,459	7,830	8,223	8,648	9,104	9,592	10,112	10,664	11,248	11,864
L = 10 Years Longevity (5%); LL = 15 Years Longevity (5%+5%)													
*****													
Longevity Pay is based only on length of service.													
** Position added and adopted by the Board on 11-20-2020; Title and wage changes adopted by the Board on 12/15/2023													
** New position proposed to be added and adopted by the Board on 09-24-2021													
** Updated Schedule - CEO/General Manager Position removed, to be adopted by the Board on 03-25-2022													
*** New position added and adopted by the Board on 05-20-2022													
**** New position to be added and adopted by the Board on 10-27-2023													
***** Title Change to be added and adopted by the Board on 10-27-2023													
^ New position and wage proposed to be added and adopted by the Board on 12-15-2023													
^^ Title change and updated wage proposed to be added and adopted by the Board on 12-15-2023													
^^^ New position and wages proposed to be added and adopted by the Board on 12-15-2023													
**** New position and wages proposed to be added and adopted by the Board on 2-25-2024													

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**DATE:** February 23, 2024  
**TO:** Board of Directors  
**FROM:** Margo Ross, Chief Operations Officer  
**SUBJECT: APPROVE REQUEST FOR AUTHORIZATION AND FUNDING OF UP TO A MAXIMUM OF TWENTY-THREE (23) TRANSIT SUPERVISORS**

**I. RECOMMENDED ACTION**

**That the Board of Directors approve authorization of up to a maximum of twenty-three (23) Transit Supervisors in the Operations Department and recommend approval to the full Board of Directors**

**II. SUMMARY**

- Santa Cruz Metropolitan Transit District (METRO) is hiring up to two hundred, twenty-five (225) Bus Operators and therefore will need up to twelve (12) additional full-time Transit Supervisors above current staff levels.
- Typical transit agencies Bus Operator to Transit Supervisor ratio is 10 to 1.
- Due to the increase of Bus Operators and METRO's Reimagine phasing of service, staff is asking to add additional Transit Supervisors to assist with the monitoring and supervision of the additional Bus Operators and increased service. This would be in line with the 10 to 1 ratio.
- For reporting structure purposes, the Transit Supervisors position will be reporting to the Deputy Director of Operations.
- METRO staff and Service Employees International Union Local 521 (SEIU) representatives met and discussed the needs of the organization. METRO and SEIU agreed the Operations Department needs to add up to twelve (12) additional Transit Supervisors to monitor the new Reimagine service changes and to assist with METRO's increase in Bus Operators.
- Staff is recommending the Board of Directors (Board) approval to hire up to twenty-three (23) Transit Supervisor positions; eleven (11) are already approved.
- On February 9, 2024, staff presented to the Personnel Committee and the Committee voted in favor of recommending approval to the Board of Directors.

**III. DISCUSSION/BACKGROUND**

METRO is in the process of rolling out Phase 1 of Reimagine Metro and this coming spring will start the rollout of Phase 2 which requires 70 more Bus Operators. In order to manage the increase in Bus Operators, Transit Supervisors will need to be hired.

Currently METRO has eleven (11) Transit Supervisor roles approved in the budget. The industry standard is for every ten (10) Bus Operators, there should be one (1) Transit Supervisor. METRO has already started to increase the hiring of Bus Operators and the goal is to have two hundred, twenty-five (225) Operators on staff by Fall 2024. Total Transit Supervisors should be twenty-three (23) by Fall 2024.

Transit Supervisors will be hired in line with the number of Bus Operators hired. Should we slow down hiring or not reach the full number, Transit Supervisor hiring will follow.

This also aligns with the approved hiring of additional Bus Operators from the December 15, 2023 Board meeting.

METRO has identified the need for up to twelve (12) additional Transit Supervisors to supplement METRO's current supervisory staff.

#### **IV. STRATEGIC PLAN PRIORITIES ALIGNMENT**

These contracts align to the following strategic priorities:

- Service Quality and Delivery
- Employee Engagement: Attract, Retain and Develop

#### **V. FINANCIAL CONSIDERATIONS/IMPACT**

If the recommendations contained in this report are adopted, the total Labor and Fringe Benefits cost of this position will be \$70,666 per Transit Supervisor in FY24. Annual cost for twelve (12) Transit Supervisors with no overtime would be \$1,750,000. This would be covered by the TIRCP funding that is covering Phase 1 and Phase 2.

#### **VI. ALTERNATIVES CONSIDERED**

- Do nothing and the current Transit Supervisors will have to manage up to 20 Bus Operators, twice the industry level.
- Could impact the rollout of Phase 2 and timing.

#### **VII. ATTACHMENTS**

**Attachment A:** Transit Supervisor Job Description

**Attachment B:** Transit Supervisor Wage Scale

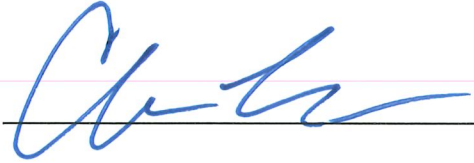
Prepared by: Dawn Crummié, HR Director

**IX. APPROVALS**

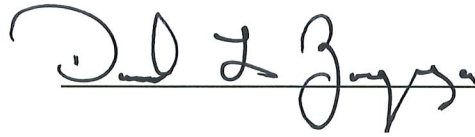
Dawn Crummié, HR Director

  
\_\_\_\_\_

Approved as to fiscal impact:  
Chuck Farmer, CFO

  
\_\_\_\_\_

Daniel Zaragoza, Interim CEO/GM

  
\_\_\_\_\_

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# Attachment A

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

Class Code: OA207  
FLSA Status: Non-exempt

### Transit Supervisor

#### Bargaining Unit: PSA

#### **DEFINITION:**

Under direction, a Transit Supervisor performs supervisory and transit operations work related to directing and coordinating the daily operation of Santa Cruz METRO's bus fleet; schedules and dispatches Bus Operators; ensures that assigned operations comply with applicable laws, regulations, policies, and procedures; and performs other related work as required.

#### **DISTINGUISHING CHARACTERISTICS:**

Transit Supervisor is the supervisor level class in the series. In addition to required supervisory duties, an incumbent in this class primarily performs either field/dispatching or scheduling. However, an incumbent will also be cross-trained to ensure adequate coverage across all areas and must be able to perform the full range of class functions.

#### **EXAMPLES OF DUTIES AND RESPONSIBILITIES:**

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

- Supervises subordinate staff; assigns, directs, schedules, and monitors work; provides staff training; evaluates employee performance; counsels subordinate staff; initiates or has significant input into disciplinary actions; testifies in disciplinary hearings as needed.
- Participates in the recruitment, selection, and onboarding process of new departmental employees.
- Performs a variety of timekeeping duties; reviews and approves or disapproves overtime and time off; records time off requests in compliance with labor agreement(s); tracks attendance and monitors attendance incentive records; prepares daily extra-board schedule; completes related paperwork for all Operations Yards; coordinates various timekeeping functions with operations departments.
- Establishes and maintains timekeeping-related data, records, and documents, including but not limited to, annual leave calendar, sick calls and general leave of absence calendar in accordance with applicable labor contract(s); notifies Bus Operators of changes as required.
- Responds to issues in the field, including but not limited to, farebox issues, mechanical problems, route delays, passenger problems, and unusual or emergency situations on buses, bus stops, and Transit Centers.
- Investigates accidents and incidents; completes required paperwork and reports; identifies causes of accidents and recommends the follow up action, if needed.
- Performs random, reasonable suspicion, and post-accident drug and alcohol testing of Bus Operators in compliance with Department of Transportation (DOT) and Federal Transit Administration (FTA) regulations.
- Receives and investigates complaints, completes required paperwork, and recommends the follow up action, as appropriate.
- Monitors two-way radio system and in-field operations, ensuring compliance with Federal and State regulations and Santa Cruz METRO operating procedures; communicates with maintenance



# Attachment A

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

and other departments as needed; operates the base radio station and directs operators over the radio as necessary; dispatches road supervisory personnel.

- Prepares daily coach and operator schedules; prepares operator paddles and other materials; performs in-field bus exchanges and transports Bus Operators when needed; replaces Operators as necessary; assigns buses and replacement buses as needed. Assigns work to operators and contacts off duty operators.
- Coordinates scheduling with a variety of agencies, including Caltrans and law enforcement, to work around detours related to emergencies, construction, special events, or other situations.
- Adds or drops individual runs based on available resources, ensuring compliance with applicable labor contract provisions.
- May assist in planning and evaluating routes, route extensions, deletions, schedule time points, and other system modifications.
- Participates in the quarterly bid process as assigned.
- May testify in court and represent Santa Cruz METRO in court appearances as directed.
- Performs data entry to update and maintain information in digital files; compiles and prepares data for statistical and accounting reports; may create spreadsheets and other tools to track information; types correspondence and other documents; provides information to employees and the public.
- Operates standard office equipment; utilizes standard business computer software in performing job tasks.
- Drive a Santa Cruz METRO vehicle to perform assignments.
- Attends a variety of meetings as directed
- Performs related work as required
- Participate in bus operator training and leadership programs.
- Coordinates long term detours due to construction and other situations.
- May perform routine timekeeping and administrative detail as directed by management.
- May receive incoming calls and route calls to appropriate personnel.
- May research and prepare a variety of reports and perform special investigations as assigned.
- Schedules individual runs for bus operators and performs other timekeeping duties which utilize personnel effectively in accordance with labor contract provisions.
- Schedules bus operator replacements for the following day
- Prepares various records and reports related to bus operator absenteeism and time off.

#### **EMPLOYMENT STANDARDS:**

##### **Knowledge of:**

- Principles and practices of employee supervision, including performance evaluation and progressive discipline.
- Applicable Federal, State, and local laws and regulations pertaining to the area of assignment, including State Vehicle Codes as well as Cal-OSHA, DOT, and FTA regulations.
- Santa Cruz METRO labor contracts.
- Local and regional transportation services.
- Principles and practices of effective transit bus operations.
- Modern office practices, procedures, and equipment.
- Methods of maintaining information in digital or hard copy files.
- Methods of researching, gathering, organizing, and reporting data.
- Methods of prioritizing, planning, and organizing work.



# Attachment A

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

- Time management techniques.
- Clerical customer service techniques.
- Basic mathematics, including percentages and basic statistics.
- Telephone techniques and etiquette.
- The effective use of modern office equipment, personal computers, and standard business software.

#### **Ability to:**

- Supervise and motivate subordinate staff effectively.
- Interpret, explain, and ensure compliance with relevant laws, policies, regulations, and requirements.
- Learn radio procedures and operate a base radio station.
- Maintain records and control systems with accuracy and attention to detail.
- Input data into a database.
- Adhere to established work schedules and timelines.
- Maintain a calm demeanor in stressful situations.
- Work independently using good judgment, tact, and discretion.
- Balance multiple assignments simultaneously and effectively.
- Utilize standard office equipment and computer software and learn to use specialized Santa Cruz METRO software if assigned.
- Communicate clearly and effectively in both oral and written form.
- Establish and maintain effective working relationships within the department and with other divisions, departments, agencies, suppliers, vendors, and the public.

#### **MINIMUM QUALIFICATIONS:**

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

#### **Education, Training, and Experience:**

High School diploma or equivalent **AND** two (2) years of progressively responsible experience as a Transit Bus Operator with Santa Cruz Metro.

**OR**

Four (4) years of progressively responsible experience as a public transit bus operator and comparable transit experience.

Previous experience serving as a lead worker is desirable.

Supervisor experience or certification and education in supervision desirable.



# Attachment A

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

#### **LICENSES AND CERTIFICATES:**

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

Must be able to obtain and maintain a current, valid California Class "B" Driver's License with "P" Passenger endorsement.

#### **SPECIAL REQUIREMENTS:**

- Driving record will be reviewed as part of the application process.
- Conversational knowledge of Spanish desirable

#### **PHYSICAL AND MENTAL DEMANDS:**

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

##### **Physical Demands**

While performing the duties of this job, the employee is regularly required to sit, walk, climb and stand; talk and hear; use hands to manipulate, handle, feel or operate objects, tools or controls; reach with hands and arms; and perform repetitive movements of hands or wrists. The employee is regularly required to bend and twist at the neck and occasionally reach overhead. Work may require lifting up to 50 pounds unaided. Specific visual abilities required for this job include close vision, distance vision, the ability to see colors and shades, and the ability to perceive depth.

##### **Mental Demands**

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

##### **Work Environment:**

The employee typically works in an office environment where the noise level is usually moderate. The employee occasionally works in a field environment with potential exposure to varied weather conditions, dust, fumes, and hazardous materials and where the noise level is loud.

#### **OTHER CONDITIONS OF EMPLOYMENT:**

- Must pass a requisite background check.
- Required to be able to respond to emergency situations seven (7) days per week, twenty four (24) hours per day.
- Must be able to work a variety of shifts, which may include weekdays or weekends, and day, swing and/or graveyard shifts.
- Availability for shift assignment Monday through Sunday
- May occasionally work extended hours or hours outside of the regular schedule.
- This position is considered a safety sensitive position and requires participation in Santa Cruz METRO's drug and alcohol testing program.



# Attachment A

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

\*Adopted: 12-11-18  
\*BOD Approved: 08-23-19  
\*Revised: 00-00-00  
\*Job Family: Transit Operations  
\*Job Series: Transit Supervisor  
\*Job Series Level: Supervisor  
\*Confidential: No

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# Attachment B

FY24: 5% wage increase, effective June 22, 2023/Adopted by the Board as of August 11, 2023

UNION	Step 1	1L	1LL	Step 2	2L	2LL	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SEP	33.23	34.89	36.55	34.89	36.63	38.37	36.63	38.46	40.29	38.46	40.38	42.30	40.38	42.40	44.42	42.40	44.52	46.64
SEP	36.29	38.10	39.91	38.10	40.01	41.92	40.01	42.01	44.01	42.01	44.11	46.21	44.11	46.32	48.53	46.32	48.64	50.96
SEP	25.78	27.07	28.36	27.07	28.42	29.77	28.42	29.84	31.26	29.84	31.33	32.82	31.33	32.90	34.47	32.90	34.55	36.20
SEP	30.38	31.90	33.42	31.90	33.50	35.10	33.50	35.18	36.86	35.18	36.94	38.70	36.94	38.79	40.64	38.79	40.73	42.67
SEP	35.52	37.30	39.08	37.30	39.17	41.04	39.17	41.13	43.09	41.13	43.19	45.25	43.19	45.35	47.51	45.35	47.62	49.89
SEP	41.42	43.49	45.56	43.49	45.66	47.83	45.66	47.94	50.22	47.94	50.34	52.74	50.34	52.86	55.38	52.86	55.50	58.14
SEP	36.29	38.10	39.91	38.10	40.01	41.92	40.01	42.01	44.01	42.01	44.11	46.21	44.11	46.32	48.53	46.32	48.64	50.96
SEP	34.03	35.73	37.43	35.73	37.52	39.31	37.52	39.41	41.28	39.41	41.37	43.34	41.37	43.44	45.51	43.44	45.61	47.78
SEP	28.69	30.12	31.55	30.12	31.63	33.14	31.63	33.21	34.79	33.21	34.87	36.53	34.87	36.61	38.35	36.61	38.44	40.27
SEP	31.19	32.92	34.65	32.92	34.73	36.46	34.73	36.53	38.26	36.53	38.34	40.07	38.34	40.42	42.15	40.42	42.23	44.06
SEP	35.16	36.92	38.68	36.92	38.77	40.62	38.77	40.71	42.65	40.71	42.75	44.79	42.75	44.89	47.03	44.89	47.13	49.37
SEP	51.33	53.90	56.47	53.90	56.60	59.30	56.60	59.43	62.26	59.43	62.40	65.37	62.40	65.52	68.64	65.52	68.80	72.08
SES	33.89	35.58	37.27	35.58	37.36	39.14	37.36	39.23	41.10	39.23	41.19	43.15	41.19	43.25	45.31	43.25	45.41	47.57
SES	37.28	39.14	41.00	39.14	41.10	43.06	41.10	43.16	45.22	43.16	45.32	47.48	45.32	47.59	49.86	47.59	49.97	52.35
SES	40.67	42.70	44.73	42.70	44.84	46.98	44.84	47.08	49.32	47.08	49.43	51.78	49.43	51.90	54.37	51.90	54.50	57.10
SES	22.50	23.63	24.76	23.63	24.81	25.99	24.81	26.05	27.29	26.05	27.35	28.65	27.35	28.72	30.09	28.72	30.16	31.60
SES	32.75	34.39	36.03	34.39	36.11	37.83	36.11	37.92	39.73	37.92	39.82	41.72	39.82	41.81	43.80	41.81	43.90	45.99
SES	26.80	28.14	29.48	28.14	29.55	30.96	29.55	31.03	32.51	31.03	32.58	34.13	32.58	34.21	35.84	34.21	35.92	37.63
SES	25.08	27.38	28.68	27.38	28.75	30.12	28.75	30.19	31.63	30.19	31.70	33.21	31.70	33.29	34.88	33.29	34.95	36.61
SES	23.47	24.64	25.81	24.64	25.87	27.16	25.87	27.16	28.45	27.16	28.52	29.88	28.52	29.95	31.38	29.95	31.45	32.95
SES	28.65	30.08	31.51	30.08	31.58	33.08	31.58	33.16	34.74	33.16	34.82	36.48	34.82	36.56	38.30	36.56	38.39	40.22
SES	27.35	28.72	30.09	28.72	30.16	31.60	30.16	31.67	33.18	31.67	33.25	34.83	33.25	34.91	36.57	34.91	36.66	38.41
SES	27.99	29.39	30.79	29.39	30.86	32.33	30.86	32.40	33.94	32.40	33.54	35.14	33.54	35.22	36.88	35.22	36.96	38.71
SES	24.44	25.66	26.88	25.66	26.94	28.22	26.94	28.29	29.64	28.29	29.70	31.11	29.70	31.19	32.68	31.19	32.75	34.31
SES	27.15	28.51	29.87	28.51	29.94	31.37	29.94	31.44	32.94	31.44	33.01	34.58	33.01	34.66	36.31	34.66	36.39	38.12
SES	19.18	20.14	21.10	20.14	21.15	22.16	21.15	22.21	23.27	22.21	23.32	24.43	23.32	24.49	25.66	24.49	25.71	26.93
SES	22.50	23.63	24.76	23.63	24.81	25.99	24.81	26.05	27.29	26.05	27.35	28.65	27.35	28.72	30.09	28.72	30.16	31.60
SES	26.08	27.38	28.68	27.38	28.75	30.12	28.75	30.19	31.63	30.19	31.70	33.21	31.70	33.29	34.88	33.29	34.95	36.61
SES	26.32	27.64	28.96	27.64	29.02	30.40	29.02	30.47	31.92	30.47	31.99	33.51	31.99	33.59	35.19	33.59	35.27	36.95
SES	41.02	43.07	45.12	43.07	45.22	47.37	45.22	47.48	49.74	47.48	49.85	52.22	49.85	52.34	54.83	52.34	54.96	57.58
SES	31.96	33.56	35.16	33.56	35.24	36.92	35.24	37.00	38.76	37.00	38.85	40.70	38.85	40.79	42.73	40.79	42.83	44.87
SES	35.16	36.92	38.68	36.92	38.77	40.62	38.77	40.71	42.65	40.71	42.75	44.79	42.75	44.89	47.03	44.89	47.13	49.37
SES	23.68	24.86	26.04	24.86	26.10	27.34	26.10	27.41	28.72	27.41	28.78	30.15	28.78	30.22	31.66	30.22	31.73	33.24
SES	26.05	27.35	28.65	27.35	28.72	30.09	28.72	30.16	31.60	30.16	31.67	33.18	31.67	33.25	34.83	33.25	34.91	36.57
SES	27.35	28.72	30.09	28.72	30.16	31.60	30.16	31.67	33.18	31.67	33.25	34.83	33.25	34.91	36.57	34.91	36.66	38.41
SES	27.63	29.01	30.39	29.01	30.46	31.91	30.46	31.98	33.50	31.98	33.58	35.18	33.58	35.26	36.94	35.26	37.02	38.78
SES	30.68	32.21	33.74	32.21	33.82	35.43	33.82	35.51	37.20	35.51	37.29	39.07	37.29	39.15	41.01	39.15	41.11	43.07
SES	22.92	24.07	25.22	24.07	25.27	26.47	25.27	26.53	27.79	26.53	27.86	29.19	27.86	29.25	30.71	29.25	30.71	32.17
SES	31.56	33.14	34.72	33.14	34.80	36.46	34.80	36.54	38.28	36.54	38.37	40.20	38.37	40.29	42.21	40.29	42.30	44.31
SES	23.68	24.86	26.04	24.86	26.10	27.34	26.10	27.41	28.72	27.41	28.78	30.15	28.78	30.22	31.66	30.22	31.73	33.24
SES	29.05	30.50	31.95	30.50	32.03	33.56	32.03	33.62	35.22	33.62	35.30	36.98	35.30	37.07	38.84	37.06	38.91	40.76
SES	30.38	31.90	33.42	31.90	33.50	35.10	33.50	35.18	36.86	35.18	36.94	38.70	36.94	38.79	40.64	38.79	40.73	42.67
SES	33.89	35.58	37.27	35.58	37.36	39.14	37.36	39.23	41.10	39.23	41.19	43.15	41.19	43.25	45.31	43.25	45.41	47.57
SES	37.28	39.14	41.00	39.14	41.10	43.06	41.10	43.16	45.22	43.16	45.32	47.48	45.32	47.59	49.86	47.59	49.97	52.35
SES	33.89	35.58	37.27	35.58	37.36	39.14	37.36	39.23	41.10	39.23	41.19	43.15	41.19	43.25	45.31	43.25	45.41	47.57
SES	30.30	31.82	33.34	31.82	33.41	35.00	33.41	35.08	36.75	35.08	36.83	38.58	36.83	38.67	40.51	38.67	40.60	42.53
SES	27.35	28.72	30.09	28.72	30.16	31.60	30.16	31.67	33.18	31.67	33.25	34.83	33.25	34.91	36.57	34.91	36.66	38.41

# Attachment B

FY24: 5% wage increase, effective June 22, 2023/Adopted by the Board as of August 11, 2023

UNION	TITLE	Step 1	1L	1LL	Step 2	2L	2LL	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SES	Planning Aide	21.83	22.92	24.01	22.92	24.07	25.22	24.07	25.27	26.47	25.27	26.53	27.79	26.53	27.86	29.19	27.86	29.25	30.64
SES	Planning Data Analyst	33.89	35.58	37.27	35.58	37.36	39.14	37.36	39.23	41.10	39.23	41.19	43.15	41.19	43.25	45.31	43.25	45.41	47.57
SES	Purchasing Agent	33.59	35.27	36.95	35.27	37.03	38.79	37.03	38.88	40.73	38.88	40.82	42.76	40.82	42.86	44.90	42.86	45.00	47.14
SES	Purchasing Assistant	30.80	32.34	33.88	32.34	33.96	35.58	33.96	35.66	37.44	35.66	37.44	39.22	37.44	39.31	41.18	39.31	41.28	43.25
SES	Revenue Account Coordinator	23.61	24.79	25.97	24.79	26.03	27.27	26.03	27.33	28.63	27.33	28.70	30.07	30.07	31.58	30.14	30.14	31.65	33.16
SES	Revenue Collection Clerk	21.24	22.30	23.36	22.30	23.42	24.54	23.42	24.59	25.76	24.59	25.82	27.05	27.05	28.40	27.11	28.47	29.83	
SES	Safety and Training Program Specialist I	39.55	41.53	43.51	41.53	43.61	45.69	43.61	45.79	47.97	45.79	48.08	50.37	48.08	50.48	52.88	50.48	53.00	55.52
SES	Safety and Training Program Specialist II	43.98	46.18	48.38	46.18	48.49	50.80	48.49	50.91	53.33	50.91	53.46	56.01	53.46	56.13	58.80	56.13	58.94	61.75
SES	Scheduling Analyst	33.89	35.58	37.27	35.58	37.36	39.14	37.36	39.23	41.10	39.23	41.19	43.15	41.19	43.25	45.31	43.25	45.41	47.57
SES	Senior Accounting Technician	29.79	31.28	32.77	31.28	32.84	34.40	32.84	34.48	36.12	34.48	36.20	37.92	36.20	38.01	39.82	38.01	39.91	41.81
SES	Senior Customer Service Representative	27.01	28.36	29.71	28.36	29.78	31.20	29.78	31.27	32.76	31.27	32.83	34.39	32.83	34.47	36.11	34.47	36.19	37.91
SES	Senior Financial Analyst	45.11	47.37	49.63	47.37	49.74	52.11	49.74	52.23	54.72	52.23	54.84	57.45	54.84	57.58	60.32	57.58	60.46	63.34
SES	Senior Systems Administrator	50.89	53.43	55.97	53.43	56.10	58.77	56.10	58.91	61.72	58.91	61.86	64.81	61.86	64.95	68.04	64.95	68.20	71.45
SES	Senior Transportation Planner	45.63	47.91	50.19	47.91	50.31	52.71	50.31	52.83	55.35	52.83	55.47	58.11	55.47	58.24	61.01	58.24	61.15	64.06
SES	Systems Administrator	46.25	48.56	50.87	48.56	50.99	53.42	50.99	53.54	56.09	53.54	56.22	58.90	56.22	59.03	61.84	59.03	61.98	64.93
SES	Transportation Planner I	34.22	35.93	37.64	35.93	37.73	39.53	37.73	39.62	41.51	39.62	41.60	43.58	41.60	43.68	45.76	43.68	45.86	48.04
SES	Transportation Planner II	38.01	39.91	41.81	39.91	41.91	43.91	41.91	44.01	46.11	44.01	46.21	48.41	46.21	48.52	50.83	48.52	50.95	53.38
SEV	Electronic Technician	35.16	36.92	38.68	36.92	38.77	40.62	38.77	40.71	42.65	40.71	42.75	44.79	42.75	44.89	47.03	44.89	47.13	49.37
SEV	Lead Mechanic	36.82	38.66	40.50	38.66	40.59	42.52	40.59	42.62	44.65	42.62	44.75	46.88	44.75	46.99	49.23	46.99	49.34	51.69
SEV	Lead Parts and Materials Clerk	30.24	31.75	33.26	31.75	33.34	34.93	33.34	35.01	36.68	35.01	36.76	38.51	36.76	38.60	40.44	38.60	40.53	42.46
SEV	Lead Vehicle Service Worker	25.32	26.59	27.86	26.59	27.92	29.25	27.92	29.32	30.72	29.32	30.79	32.26	30.79	32.33	33.87	32.33	33.95	35.57
SEV	Mechanic I	27.61	28.99	30.37	28.99	30.44	31.89	30.44	31.96	33.48	31.96	33.56	35.16	33.56	35.24	36.92	35.24	37.00	38.76
SEV	Mechanic II	30.68	32.21	33.74	32.21	33.82	35.43	33.82	35.51	37.20	35.51	37.29	39.07	37.29	39.15	41.01	39.15	41.11	43.07
SEV	Mechanic III	33.75	35.44	37.13	35.44	37.21	38.98	37.21	39.07	40.93	39.07	41.02	42.97	41.02	43.07	45.12	43.07	45.22	47.37
SEV	Parts and Materials Clerk	25.21	26.47	27.73	26.47	27.79	29.11	27.79	29.18	30.57	29.18	30.64	32.10	30.64	32.17	33.70	32.17	33.78	35.39
SEV	Upholsterer I	25.32	26.59	27.86	26.59	27.92	29.25	27.92	29.32	30.72	29.32	30.79	32.26	30.79	32.33	33.87	32.33	33.95	35.57
SEV	Upholsterer II	27.84	29.23	30.62	29.23	30.69	32.15	30.69	32.22	33.75	32.22	33.83	35.44	33.83	35.52	37.21	35.52	37.30	39.08
SEV	Vehicle Body Repair Mechanic	27.84	29.23	30.62	29.23	30.69	32.15	30.69	32.22	33.75	32.22	33.83	35.44	33.83	35.52	37.21	35.52	37.30	39.08
SEV	Vehicle Service Detailer	23.18	24.34	25.50	24.34	25.56	26.78	25.56	26.84	28.12	26.84	28.18	29.52	28.18	29.59	31.00	29.59	31.07	32.55
SEV	Vehicle Service Worker I	18.97	19.92	20.87	19.92	20.92	21.92	20.92	21.97	23.02	21.97	23.07	24.17	23.07	24.22	25.37	24.22	25.43	26.64
SEV	Vehicle Service Worker II	21.15	22.21	23.27	22.21	23.32	24.43	23.32	24.49	25.66	24.49	25.71	26.93	25.71	27.00	28.29	27.00	28.35	29.70

**Special Handling - filled positions as of 10/26/2019**

UNION	TITLE	Step 1	1L	1LL	Step 2	2L	2LL	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SES	Planning Data Analyst	34.35	36.07	37.79	36.07	37.87	39.67	37.87	39.76	41.65	39.76	41.75	43.74	41.75	43.84	45.93	43.84	46.03	48.22
SEV	Mechanic I	28.07	29.47	30.87	29.47	30.94	32.41	30.94	32.49	34.04	32.49	34.11	35.73	34.11	35.82	37.53	35.82	37.61	39.40
SEV	Vehicle Service Worker I	19.20	20.16	21.12	20.16	21.17	22.18	21.17	22.23	23.29	22.23	23.34	24.45	23.34	24.51	25.68	24.51	25.74	26.97

**Longevity Pay is based only on length of service.**

Notes: \* Adding Customer Service Assistant to the SEA Chapter. Position and wage approved on BOD 06.26.2020. Adding HR Analyst I to the SEA Chapter. Position and wage approved on BOD 01.28.2022. Adding IT Project Coordinator to the SEA Chapter. Position and wage approved on BOD 03.25.2022. Adding Mobility Training Coordinator. Position and wage approved on BOD 06.24.2022. Adding Accountant III. Position and wage approved on BOD 09.23.2022. Adding Maintenance Trainer. Position and wage approved on BOD 02.24.2023. Adding Payroll Administrator and Payroll Supervisor. Positions and wages approved on BOD 10.27.2023. Adding Marketing Specialist Position and wages approved on BOD 12.15.2023.



# Attachment B

FY25: 4% wage increase, effective June 20, 2024/Adopted by the Board as of August 11, 2023

UNION	Step 1	1L	1LL	Step 2	2L	2LL	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SEP	34.56	36.29	38.02	36.29	38.10	39.91	38.10	40.01	41.92	40.01	42.01	44.01	42.01	44.11	46.21	44.11	46.32	48.53
SEP	37.74	39.63	41.52	39.63	41.61	43.59	41.61	43.69	45.77	43.69	45.87	48.05	45.87	48.16	50.45	48.16	50.57	52.98
SEP	28.81	29.49	30.17	28.15	29.56	30.97	29.56	31.04	32.52	31.04	32.59	34.14	32.59	34.22	35.85	34.22	35.93	37.64
SEP	31.60	33.18	34.76	31.60	33.18	34.76	31.60	33.18	34.76	31.60	33.18	34.76	31.60	33.18	34.76	31.60	33.18	34.76
SEP	36.94	38.79	40.64	38.79	40.73	42.67	40.73	42.77	44.81	42.77	44.91	47.05	44.91	47.16	49.41	47.16	49.52	51.88
SEP	44.37	46.59	48.81	46.59	48.92	51.25	48.92	51.37	53.94	51.37	53.94	56.51	53.94	56.64	59.34	56.64	59.47	62.30
SEP	37.74	39.63	41.52	39.63	41.61	43.59	41.61	43.69	45.77	43.69	45.87	48.05	45.87	48.16	50.45	48.16	50.57	52.98
SEP	40.16	42.17	44.18	42.17	44.28	46.39	44.28	46.49	48.70	46.49	48.81	51.13	48.81	51.25	53.69	51.25	53.81	56.37
SEP	29.84	31.33	32.82	31.33	32.90	34.47	32.90	34.55	36.20	34.55	36.28	38.01	36.28	38.09	39.90	38.09	39.99	41.89
SEP	40.80	42.84	44.88	42.84	44.98	47.23	44.98	47.23	49.48	47.23	49.56	51.95	49.56	52.07	54.55	52.07	54.67	57.27
SEP	36.57	38.40	40.23	38.40	40.32	42.24	40.32	42.34	44.36	42.34	44.46	46.58	44.46	46.68	48.90	46.68	49.01	51.34
SEP	53.38	56.05	58.72	56.05	58.85	61.65	58.85	61.79	64.73	61.79	64.88	67.97	64.88	68.12	71.36	68.12	71.53	74.94
SES	35.25	37.01	38.77	37.01	38.86	40.71	38.86	40.80	42.74	40.80	42.84	44.88	42.84	44.98	47.12	44.98	47.23	49.48
SES	38.77	40.71	42.65	40.71	42.75	44.79	42.75	44.89	47.03	44.89	47.13	49.37	47.13	49.49	51.85	49.49	51.96	54.43
SES	42.30	44.42	46.54	44.42	46.64	48.86	46.64	48.97	51.30	48.97	51.42	53.87	51.42	53.99	56.56	53.99	56.69	59.39
SES	23.40	24.57	25.74	24.57	25.80	27.03	25.80	27.09	28.38	27.09	28.44	29.79	28.44	29.86	31.28	29.86	31.35	32.84
SES	34.06	35.76	37.46	35.76	37.55	39.34	37.55	39.43	41.31	39.43	41.40	43.37	41.40	43.47	45.54	43.47	45.64	47.81
SES	27.87	29.36	30.65	29.36	30.72	32.18	30.72	32.26	33.80	32.26	33.87	35.48	33.87	35.56	37.25	35.56	37.34	39.12
SES	27.12	28.48	29.84	28.48	29.90	31.32	29.90	31.40	32.90	31.40	32.97	34.54	32.97	34.62	36.27	34.62	36.35	38.08
SES	24.41	25.63	26.85	25.63	26.91	28.19	26.91	28.26	29.61	28.26	29.67	31.08	29.67	31.15	32.63	31.15	32.71	34.27
SES	29.80	31.29	32.78	31.29	32.85	34.41	32.85	34.49	36.13	34.49	36.21	37.93	36.21	38.02	39.83	38.02	39.92	41.82
SES	28.44	29.86	31.28	29.86	31.35	32.84	31.35	32.92	34.49	32.92	34.57	36.22	34.57	36.30	38.03	36.30	38.12	39.94
SES	29.11	30.57	32.03	30.57	32.10	33.63	32.10	33.71	35.32	33.71	35.40	37.09	35.40	37.17	38.94	37.17	39.03	40.89
SES	25.42	26.69	27.96	26.69	28.02	29.35	28.02	29.42	30.82	29.42	30.89	32.36	30.89	32.43	33.97	32.43	34.05	35.67
SES	28.24	29.65	31.06	29.65	31.13	32.61	31.13	32.69	34.25	32.69	34.32	35.95	34.32	36.04	37.76	36.04	37.84	39.64
SES	19.95	20.95	21.95	20.95	22.00	23.05	22.00	23.10	24.20	23.10	24.26	25.42	24.26	25.47	26.68	25.47	26.74	28.01
SES	23.40	24.57	25.74	24.57	25.80	27.03	25.80	27.09	28.38	27.09	28.44	29.79	28.44	29.86	31.28	29.86	31.35	32.84
SES	27.12	28.48	29.84	28.48	29.90	31.32	29.90	31.40	32.90	31.40	32.97	34.54	32.97	34.62	36.27	34.62	36.35	38.08
SES	24.63	25.86	27.09	25.86	27.15	28.44	27.15	28.51	29.87	28.51	29.94	31.37	29.94	31.44	32.94	31.44	33.01	34.58
SES	27.37	28.74	30.11	28.74	30.18	31.62	30.18	31.69	33.20	31.69	33.27	34.85	33.27	34.93	36.59	34.93	36.68	38.33
SES	42.66	44.79	46.92	44.79	47.03	49.27	47.03	49.38	51.73	49.38	51.85	54.32	51.85	54.44	57.03	54.44	57.16	59.88
SES	39.53	41.51	43.49	41.51	43.59	45.67	43.59	45.77	47.95	45.77	48.06	50.35	48.06	50.46	52.86	50.46	52.98	55.50
SES	35.24	36.90	38.40	36.90	38.40	40.32	38.40	40.32	42.34	40.32	42.34	44.36	42.34	44.46	46.58	44.46	46.68	49.01
SES	36.57	38.40	40.23	38.40	40.32	42.24	40.32	42.34	44.36	42.34	44.46	46.58	44.46	46.68	48.90	46.68	49.01	51.34
SES	24.63	25.86	27.09	25.86	27.15	28.44	27.15	28.51	29.87	28.51	29.94	31.37	29.94	31.44	32.94	31.44	33.01	34.58
SES	27.09	28.44	29.79	28.44	29.86	31.28	29.86	31.35	32.84	31.35	32.92	34.49	32.92	34.57	36.22	34.57	36.30	38.03
SES	28.44	29.86	31.28	29.86	31.35	32.84	31.35	32.92	34.49	32.92	34.57	36.22	34.57	36.30	38.03	36.30	38.12	39.94
SES	35.10	36.86	38.62	36.86	38.70	40.54	38.70	40.64	42.58	40.64	42.67	44.70	42.67	44.80	46.93	44.80	47.04	49.28
SES	28.44	29.86	31.28	29.86	31.35	32.84	31.35	32.92	34.49	32.92	34.57	36.22	34.57	36.30	38.03	36.30	38.12	39.94
SES	28.74	30.18	31.62	30.18	31.69	33.20	31.69	33.27	34.85	33.27	34.93	36.59	34.93	36.68	38.43	36.68	38.51	40.34
SES	31.91	33.51	35.11	33.51	35.19	36.87	35.19	36.95	38.71	36.95	38.80	40.65	38.80	40.74	42.68	40.74	42.78	44.82
SES	23.84	25.03	26.22	25.03	26.28	27.53	26.28	27.59	29.00	27.59	29.07	30.35	29.07	30.42	31.87	30.42	31.94	33.46
SES	32.82	34.46	36.10	34.46	36.18	37.90	36.18	37.99	39.80	37.99	39.89	41.79	39.89	41.88	43.87	41.88	43.97	46.06
SES	24.63	25.86	27.09	25.86	27.15	28.44	27.15	28.51	29.87	28.51	29.94	31.37	29.94	31.44	32.94	31.44	33.01	34.58
SES	30.21	31.72	33.23	31.72	33.31	34.90	33.31	34.98	36.65	34.98	36.73	38.48	36.73	38.57	40.41	38.57	40.50	42.43
SES	31.60	33.18	34.76	33.18	34.84	36.50	34.84	36.58	38.32	36.58	38.41	40.24	38.41	40.33	42.25	40.33	42.35	44.37
SES	35.25	37.01	38.77	37.01	38.86	40.71	38.86	40.80	42.74	40.80	42.84	44.88	42.84	44.98	47.12	44.98	47.23	49.48
SES	38.77	40.71	42.65	40.71	42.75	44.79	42.75	44.89	47.03	44.89	47.13	49.37	47.13	49.49	51.85	49.49	51.96	54.43
SES	35.25	37.01	38.77	37.01	38.86	40.71	38.86	40.80	42.74	40.80	42.84	44.88	42.84	44.98	47.12	44.98	47.23	49.48
SES	31.51	33.09	34.67	33.09	34.74	36.39	34.74	36.48	38.22	36.48	38.30	40.12	38.30	40.22	42.14	40.22	42.23	44.24
SES	28.44	29.86	31.28	29.86	31.35	32.84	31.35	32.92	34.49	32.92	34.57	36.22	34.57	36.30	38.03	36.30	38.12	39.94

# Attachment B

FY25: 4% wage increase, effective June 20, 2024/Adopted by the Board as of August 11, 2023

UNION	TITLE	Step 1	1L	1LL	Step 2	2L	2LL	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SES	Planning Aide	22.70	23.84	24.98	23.84	25.03	26.22	25.03	26.28	27.53	26.28	27.59	28.90	27.59	28.97	30.35	28.97	30.42	31.87
SES	Planning Data Analyst	35.25	37.01	38.77	37.01	38.86	40.71	38.86	40.80	42.74	40.80	42.84	44.88	42.84	44.98	47.12	44.98	47.23	49.48
SES	Purchasing Agent	34.93	36.68	38.43	36.68	38.51	40.34	38.51	40.44	42.37	40.44	42.46	44.48	42.46	44.58	46.70	44.58	46.81	49.04
SES	Purchasing Assistant	32.03	33.63	35.23	33.63	35.31	36.99	35.31	37.08	38.85	37.08	38.93	40.78	38.93	40.88	42.83	40.88	42.92	44.96
SES	Revenue Account Coordinator	24.55	25.78	27.01	25.78	27.07	28.36	27.07	28.42	29.77	28.42	29.84	31.26	29.84	31.33	32.82	31.33	32.90	34.47
SES	Revenue Collection Clerk	22.09	23.19	24.29	23.19	24.35	25.51	24.35	25.57	26.79	25.57	26.85	28.13	26.85	28.19	29.53	28.19	29.60	31.01
SES	Safety and Training Program Specialist I	41.13	43.19	45.25	43.19	45.35	47.51	45.35	47.62	49.89	47.62	50.00	52.38	50.00	52.50	55.00	52.50	55.13	57.76
SES	Safety and Training Program Specialist II	45.74	48.03	50.32	48.03	50.43	52.83	50.43	52.95	55.47	52.95	55.60	58.25	55.60	58.38	61.16	58.38	61.30	64.22
SES	Scheduling Analyst	35.25	37.01	38.77	37.01	38.86	40.71	38.86	40.80	42.74	40.80	42.84	44.88	42.84	44.98	47.12	44.98	47.23	49.48
SES	Senior Accounting Technician	30.98	32.53	34.08	32.53	34.16	35.79	34.16	35.87	37.58	35.87	37.66	39.45	37.66	39.54	41.42	39.54	41.52	43.50
SES	Senior Customer Service Representative	28.09	29.49	30.89	29.49	30.96	32.43	30.96	32.51	34.06	32.51	34.14	35.77	34.14	35.85	37.56	35.85	37.64	39.43
SES	Senior Financial Analyst	46.91	49.26	51.61	49.26	51.72	54.18	51.72	54.31	56.90	54.31	57.03	59.75	57.03	59.88	62.73	59.88	62.87	65.86
SES	Senior Systems Administrator	52.93	55.58	58.23	55.58	58.36	61.14	58.36	61.28	64.20	61.28	64.34	67.40	64.34	67.56	70.78	67.56	70.94	74.32
SES	Senior Transportation Planner	47.46	49.83	52.20	49.83	52.32	54.81	52.32	54.94	57.56	54.94	57.69	60.44	57.69	60.57	63.45	60.57	63.60	66.63
SES	Systems Administrator	48.10	50.51	52.92	50.51	53.04	55.57	53.04	55.69	58.34	55.69	58.47	61.25	58.47	61.39	64.31	61.39	64.46	67.53
SES	Transportation Planner I	35.59	37.37	39.15	37.37	39.24	41.11	39.24	41.20	43.16	41.20	43.26	45.32	43.26	45.42	47.58	45.42	47.69	49.96
SES	Transportation Planner II	39.53	41.51	43.49	41.51	43.59	45.67	43.59	45.77	47.95	45.77	48.06	50.35	48.06	50.46	52.86	50.46	52.98	55.50
SEV	Electronic Technician	36.57	38.40	40.23	38.40	40.32	42.24	40.32	42.34	44.36	42.34	44.46	46.58	44.46	46.68	48.90	46.68	48.91	51.34
SEV	Lead Mechanic	39.44	41.41	43.38	41.41	43.48	45.55	43.48	45.65	47.82	45.65	47.93	50.21	47.93	50.33	52.73	50.33	52.85	55.37
SEV	Lead Parts and Materials Clerk	31.45	33.02	34.59	33.02	34.67	36.32	34.67	36.40	38.13	36.40	38.22	40.04	38.22	40.13	42.04	40.13	42.14	44.15
SEV	Lead Vehicle Service Worker	26.33	27.65	28.97	27.65	29.03	30.41	29.03	30.48	31.93	30.48	32.00	33.52	32.00	33.60	35.20	33.60	35.28	36.96
SEV	Mechanic I	29.58	31.06	32.54	31.06	32.61	34.16	32.61	34.24	35.87	34.24	35.95	37.66	35.95	37.75	39.55	37.75	39.64	41.53
SEV	Mechanic II	32.87	34.51	36.15	34.51	36.24	37.97	36.24	38.05	39.86	38.05	39.95	41.85	39.95	41.95	43.95	41.95	44.05	46.15
SEV	Mechanic III	36.16	37.97	39.78	37.97	39.87	41.77	39.87	41.86	43.85	41.86	43.95	46.04	43.95	46.15	48.35	46.15	48.46	50.77
SEV	Parts and Materials Clerk	26.22	27.53	28.84	27.53	28.91	30.29	28.91	30.36	31.81	30.36	31.88	33.40	31.88	33.47	35.06	33.47	35.14	36.81
SEV	Upholsterer I	26.33	27.65	28.97	27.65	29.03	30.41	29.03	30.48	31.93	30.48	32.00	33.52	32.00	33.60	35.20	33.60	35.28	36.96
SEV	Upholsterer II	28.95	30.40	31.85	30.40	31.92	33.44	31.92	33.52	35.12	33.52	35.20	36.88	35.20	36.96	38.72	36.96	38.81	40.66
SEV	Vehicle Body Repair Mechanic	24.11	25.32	26.53	25.32	26.59	27.86	26.59	27.92	29.25	27.92	29.32	30.72	29.32	30.79	32.26	30.79	32.33	33.87
SEV	Vehicle Service Detailer	19.73	20.72	21.71	20.72	21.76	22.80	21.76	22.85	23.94	22.85	23.99	25.13	23.99	25.19	26.39	25.19	26.45	27.71
SEV	Vehicle Service Worker I	22.00	23.10	24.20	23.10	24.26	25.42	24.26	25.47	26.68	25.47	26.74	28.01	26.74	28.08	29.42	28.08	29.48	30.88

Special Handling - filled positions as of 10/26/2019

UNION	TITLE	Step 1	1L	1LL	Step 2	2L	2LL	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SES	Planning Data Analyst	35.72	37.51	39.30	37.51	39.39	41.27	39.39	41.36	43.33	41.36	43.43	45.50	43.43	45.60	47.77	45.60	47.88	50.16
SEV	Mechanic I	30.07	31.57	33.07	31.57	33.15	34.73	33.15	34.81	36.47	34.81	36.55	38.29	36.55	38.38	40.21	38.38	40.30	42.22
SEV	Vehicle Service Worker I	19.97	20.97	21.97	20.97	22.02	23.07	22.02	23.12	24.22	23.12	24.28	25.44	24.28	25.49	26.70	25.49	26.76	28.03

Longevity Pay is based only on length of service.

Notes: \* Adding Customer Service Assistant to the SEA Chapter. Position and wage approved on BOD 06.26.2020. Adding HR Analyst I to the SEA Chapter. Position and wage approved on BOD 01.28.2022. Adding IT Project Coordinator to the SEA Chapter. Position and wage approved on BOD 03.25.2022. Adding Mobility Training Coordinator. Position and wage approved on BOD 06.24.2022. Adding Accountant III. Position and wage approved on BOD 09.23.2022. Adding Maintenance Trainer. Position and wage approved on BOD 02.24.2023. Adding Payroll Administrator and Payroll Supervisor. Positions and wages approved on BOD 10.27.2023. Adding Marketing Specialist. Position and wages approved on BOD 12.15.2023.

# Attachment B

FY26: 4% wage increase, effective June 19, 2025/Adopted by the Board as of August 11, 2023

UNION	Step 1	1L	1LL	Step 2	2L	2LL	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SEP	35.94	37.74	39.54	37.74	39.63	41.52	39.63	41.61	43.59	41.61	43.69	45.77	43.69	45.87	48.05	45.87	48.16	50.45
SEP	39.25	41.21	43.17	41.21	43.27	45.33	43.27	45.43	47.59	45.43	47.70	49.97	47.70	50.09	52.48	50.09	52.59	55.09
SEP	27.88	29.27	30.66	29.27	30.73	32.19	30.73	32.27	33.81	32.27	33.88	35.49	33.88	35.57	37.26	35.57	37.35	39.13
SEP	32.86	34.50	36.14	34.50	36.23	37.96	36.23	38.04	39.85	38.04	39.94	41.84	39.94	41.94	43.94	41.94	44.04	46.14
SEP	38.42	40.34	42.26	40.34	42.36	44.38	42.36	44.48	46.60	44.48	46.70	48.92	46.70	49.04	51.38	49.04	51.49	53.94
SEP	46.14	48.45	50.76	48.45	50.87	53.29	50.87	53.41	55.95	53.41	56.08	58.75	56.08	58.88	61.68	58.88	61.82	64.76
SEP	39.25	41.21	43.17	41.21	43.27	45.33	43.27	45.43	47.59	45.43	47.70	49.97	47.70	50.09	52.48	50.09	52.59	55.09
SEP	36.81	38.65	40.49	38.65	40.58	42.54	40.58	42.61	44.64	42.61	44.74	46.87	44.74	46.98	49.22	46.98	49.33	51.68
SEP	41.77	43.66	45.95	43.66	45.84	48.24	46.05	48.35	50.65	48.35	50.77	53.19	50.77	53.31	55.85	53.31	55.98	58.65
SEP	31.03	32.58	34.13	32.58	34.21	35.84	34.21	35.92	37.63	35.92	37.72	39.52	37.72	39.61	41.50	39.61	41.59	43.57
SEP	42.43	44.55	46.67	44.55	46.78	49.01	46.78	49.15	51.46	49.15	51.58	54.04	51.58	54.16	56.87	54.16	56.97	59.58
SEP	38.03	39.93	41.83	39.93	41.93	43.93	41.93	44.03	46.13	44.03	46.23	48.43	46.23	48.54	50.85	48.54	50.97	53.40
SEP	55.52	58.30	61.08	58.30	61.22	64.14	61.22	64.28	67.34	64.28	67.49	70.70	67.49	70.86	74.23	70.86	74.40	77.94
SES	36.66	38.49	40.32	38.49	40.41	42.33	40.41	42.43	44.45	42.43	44.55	46.67	44.55	46.78	49.01	46.78	49.12	51.46
SES	40.32	42.34	44.36	42.34	44.46	46.58	44.46	46.68	48.90	46.68	48.91	51.34	49.01	51.46	53.91	51.46	54.03	56.60
SES	43.99	46.19	48.39	46.19	48.50	50.81	48.50	50.93	53.36	50.93	53.48	56.03	53.48	56.15	58.82	56.15	58.96	61.77
SES	24.34	25.56	26.78	25.56	26.84	28.12	26.84	28.18	29.52	28.18	29.59	31.00	29.59	31.07	32.55	31.07	32.62	34.17
SES	35.42	37.19	38.96	37.19	39.05	40.91	39.05	41.00	42.95	41.00	43.05	45.10	43.05	45.20	47.35	45.20	47.46	49.72
SES	28.98	30.43	31.88	30.43	31.95	33.47	31.95	33.55	35.15	33.55	35.23	36.91	35.23	36.99	38.75	36.99	38.84	40.69
SES	28.20	29.61	31.02	29.61	31.09	32.57	31.09	32.64	34.19	32.64	34.27	35.90	34.27	35.98	37.69	35.98	37.78	39.58
SES	25.39	26.66	27.93	26.66	27.99	29.32	27.99	29.39	30.79	29.39	30.86	32.33	30.86	32.40	33.94	32.40	34.02	35.64
SES	30.99	32.54	34.09	32.54	34.17	35.80	34.17	35.88	37.59	35.88	37.67	39.46	37.67	39.55	41.43	39.55	41.53	43.51
SES	29.58	31.06	32.54	31.06	32.61	34.16	32.61	34.24	35.87	34.24	35.95	37.66	35.95	37.75	39.55	37.75	39.64	41.53
SES	30.27	31.78	33.29	31.78	33.37	34.96	33.37	35.04	36.71	35.04	36.79	38.54	36.79	38.63	40.47	38.63	40.56	42.49
SES	26.44	27.76	29.08	27.76	29.15	30.54	29.15	30.61	32.07	30.61	32.14	33.67	32.14	33.75	35.36	33.75	35.44	37.13
SES	29.37	30.84	32.31	30.84	32.38	33.92	32.38	34.00	35.62	34.00	35.70	37.40	35.70	37.49	39.28	37.49	39.36	41.23
SES	20.75	21.79	22.83	21.79	22.88	23.97	22.88	24.02	25.16	24.02	25.22	26.42	25.22	26.48	27.74	26.48	27.80	29.12
SES	24.34	25.56	26.78	25.56	26.84	28.12	26.84	28.18	29.52	28.18	29.59	31.00	29.59	31.07	32.55	31.07	32.62	34.17
SES	28.20	29.61	31.02	29.61	31.09	32.57	31.09	32.64	34.19	32.64	34.27	35.90	34.27	35.98	37.69	35.98	37.78	39.58
SES	25.62	26.90	28.18	26.90	28.25	29.60	28.25	29.66	31.07	29.66	31.14	32.62	31.14	32.70	34.26	32.70	34.34	35.98
SES	28.46	29.88	31.30	29.88	31.37	32.86	31.37	32.94	34.51	32.94	34.59	36.24	34.59	36.32	38.05	36.32	38.14	39.96
SES	44.37	46.59	48.81	46.59	48.92	51.25	48.92	51.37	53.82	51.37	53.94	56.51	53.94	56.64	59.34	56.64	59.47	62.30
SES	41.11	43.17	45.23	43.17	45.33	47.49	45.33	47.60	49.87	47.60	49.98	52.36	49.98	52.48	54.98	52.48	55.10	57.72
SES	34.57	36.30	38.03	36.30	38.12	39.94	38.12	40.03	41.94	40.03	42.03	44.03	42.03	44.13	46.23	44.13	46.34	48.55
SES	38.03	39.93	41.83	39.93	41.93	43.93	41.93	44.03	46.13	44.03	46.23	48.43	46.23	48.54	50.85	48.54	50.97	53.40
SES	25.62	26.90	28.18	26.90	28.25	29.60	28.25	29.66	31.07	29.66	31.14	32.62	31.14	32.70	34.26	32.70	34.34	35.98
SES	28.17	29.58	30.99	29.58	31.06	32.54	31.06	32.61	34.16	32.61	34.24	35.87	34.24	35.95	37.66	35.95	37.75	39.55
SES	29.58	31.06	32.54	31.06	32.61	34.16	32.61	34.24	35.87	34.24	35.95	37.66	35.95	37.75	39.55	37.75	39.64	41.53
SES	29.89	31.38	32.87	31.38	32.95	34.52	32.95	34.60	36.25	34.60	36.33	38.06	36.33	38.15	39.97	38.15	40.06	41.97
SES	35.19	36.85	38.51	36.85	38.59	40.33	38.59	40.25	42.07	40.25	42.16	44.07	42.16	44.17	46.13	44.17	46.24	48.26
SES	24.79	26.03	27.27	26.03	27.33	28.63	27.33	28.70	30.07	28.70	30.14	31.58	30.14	31.65	33.16	31.65	33.23	34.81
SES	34.13	35.84	37.55	35.84	37.63	39.42	37.63	39.51	41.39	39.51	41.49	43.47	41.49	43.56	45.63	43.56	45.74	47.92
SES	25.62	26.90	28.18	26.90	28.25	29.60	28.25	29.66	31.07	29.66	31.14	32.62	31.14	32.70	34.26	32.70	34.34	35.98
SES	31.42	32.99	34.56	32.99	34.64	36.29	34.64	36.37	38.10	36.37	38.19	40.01	38.19	40.10	42.01	40.10	42.11	44.12
SES	32.86	34.50	36.14	34.50	36.23	37.96	36.23	38.04	39.85	38.04	39.94	41.84	39.94	41.94	43.94	41.94	44.04	46.14
SES	36.66	38.49	40.32	38.49	40.41	42.33	40.41	42.43	44.45	42.43	44.55	46.67	44.55	46.78	49.01	46.78	49.12	51.46
SES	40.32	42.34	44.36	42.34	44.46	46.58	44.46	46.68	48.90	46.68	48.91	51.34	49.01	51.46	53.91	51.46	54.03	56.60
SES	36.66	38.49	40.32	38.49	40.41	42.33	40.41	42.43	44.45	42.43	44.55	46.67	44.55	46.78	49.01	46.78	49.12	51.46
SES	32.77	34.41	36.05	34.41	36.13	37.94	36.13	37.94	39.75	37.94	39.84	41.74	39.84	41.83	43.82	41.83	43.92	46.01
SES	29.58	31.06	32.54	31.06	32.61	34.16	32.61	34.24	35.87	34.24	35.95	37.66	35.95	37.75	39.55	37.75	39.64	41.53

9.9B.5

# Attachment B

FY26: 4% wage increase, effective June 19, 2025/Adopted by the Board as of August 11, 2023

UNION	TITLE	Step 1	1L	1LL	Step 2	2L	2LL	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SES	Planning Aide	23.61	24.79	25.97	24.79	26.03	27.27	26.03	27.33	28.63	27.33	28.70	30.07	28.70	30.14	31.58	30.14	31.65	33.16
SES	Planning Data Analyst	36.66	38.49	40.32	38.49	40.41	42.33	40.41	42.43	44.45	42.43	44.55	46.67	44.55	46.78	49.01	46.78	49.12	51.46
SES	Purchasing Agent	36.33	38.15	39.97	38.15	40.06	41.97	40.06	42.06	44.06	42.06	44.16	46.26	44.16	46.37	48.58	46.37	48.69	51.01
SES	Purchasing Assistant	33.31	34.98	36.65	34.98	36.73	38.48	36.73	38.57	40.41	38.57	40.50	42.43	40.50	42.53	44.56	42.53	44.66	46.79
SES	Revenue Account Coordinator	25.53	26.81	28.09	26.81	28.15	29.49	28.15	29.56	30.97	29.56	31.04	32.52	31.04	32.59	34.14	32.59	34.22	35.85
SES	Revenue Collection Clerk	22.97	24.12	25.27	24.12	25.33	26.54	25.33	26.60	27.87	26.60	27.93	29.26	27.93	29.33	30.73	29.33	30.80	32.27
SES	Safety and Training Program Specialist I	42.78	44.92	47.06	44.92	47.17	49.42	47.17	49.53	51.89	49.53	52.01	54.49	52.01	54.61	57.21	54.61	57.34	60.07
SES	Safety and Training Program Specialist II	47.57	49.95	52.33	49.95	52.45	54.95	52.45	55.07	57.69	55.07	57.82	60.57	57.82	60.71	63.60	60.71	63.75	66.79
SES	Scheduling Analyst	36.66	38.49	40.32	38.49	40.41	42.33	40.41	42.43	44.45	42.43	44.55	46.67	44.55	46.78	49.01	46.78	49.12	51.46
SES	Senior Accounting Technician	32.22	33.83	35.44	33.83	35.52	37.21	35.52	37.30	39.08	37.30	39.17	41.04	39.17	41.13	43.09	41.13	43.19	45.25
SES	Senior Customer Service Representative	29.21	30.67	32.13	30.67	32.20	33.73	32.20	33.81	35.42	33.81	35.50	37.19	35.50	37.28	39.06	37.28	39.14	41.00
SES	Senior Financial Analyst	48.79	51.23	53.67	51.23	53.79	56.35	53.79	56.48	59.17	56.48	59.30	62.12	59.30	62.27	65.24	62.27	65.38	68.49
SES	Senior Systems Administrator	55.05	57.80	60.55	57.80	60.69	63.58	60.69	63.72	66.75	63.72	66.91	70.10	66.91	70.26	73.61	70.26	73.77	77.28
SES	Senior Transportation Planner	49.36	51.83	54.30	51.83	54.42	57.01	54.42	57.14	59.86	57.14	60.00	62.86	60.00	63.00	66.00	63.00	66.15	69.30
SES	Systems Administrator	50.02	52.52	55.02	52.52	55.15	57.78	55.15	57.91	60.67	57.91	60.81	63.71	60.81	63.85	66.89	63.85	67.04	70.23
SES	Transportation Planner I	37.01	38.86	40.71	38.86	40.80	42.74	40.80	42.84	44.88	42.84	44.98	47.12	44.98	47.23	49.48	47.23	49.59	51.95
SES	Transportation Planner II	41.11	43.17	45.23	43.17	45.33	47.49	45.33	47.60	49.87	47.60	49.98	52.36	49.98	52.48	54.98	52.48	55.10	57.72
SEV	Electronic Technician	38.03	39.93	41.83	39.93	41.93	43.93	41.93	44.03	46.13	44.03	46.23	48.43	46.23	48.54	50.85	48.54	50.97	53.40
SEV	Lead Mechanic	41.02	43.07	45.12	43.07	45.22	47.37	45.22	47.48	49.74	47.48	49.85	52.22	49.85	52.34	54.83	52.34	54.96	57.58
SEV	Lead Parts and Materials Clerk	32.71	34.35	35.99	34.35	36.07	37.79	36.07	37.87	39.67	37.87	39.76	41.65	39.76	41.75	43.74	41.75	43.84	45.93
SEV	Lead Vehicle Service Worker	27.38	28.75	30.12	28.75	30.19	31.63	30.19	31.70	33.21	31.70	33.29	34.88	33.29	34.88	36.51	34.88	36.70	38.45
SEV	Mechanic I	30.76	32.30	33.84	32.30	33.92	35.54	33.92	35.62	37.32	35.62	37.40	39.18	37.40	39.27	41.14	39.27	41.23	43.19
SEV	Mechanic II	34.18	35.89	37.60	35.89	37.68	39.47	37.68	39.56	41.44	39.56	41.54	43.52	41.54	43.62	45.70	43.62	45.80	47.98
SEV	Mechanic III	37.61	39.49	41.37	39.49	41.46	43.43	41.46	43.53	45.60	43.53	45.71	47.89	45.71	48.00	50.29	48.00	50.40	52.80
SEV	Parts and Materials Clerk	27.27	28.63	29.99	28.63	30.06	31.49	30.06	31.56	33.06	31.56	33.14	34.72	33.14	34.80	36.46	34.80	36.54	38.28
SEV	Upholsterer I	27.38	28.75	30.12	28.75	30.19	31.63	30.19	31.70	33.21	31.70	33.29	34.88	33.29	34.95	36.61	34.95	36.70	38.45
SEV	Upholsterer II	30.11	31.62	33.13	31.62	33.20	34.78	33.20	34.86	36.52	34.86	36.60	38.34	36.60	38.43	40.26	38.43	40.35	42.27
SEV	Vehicle Body Repair Mechanic	30.11	31.62	33.13	31.62	33.20	34.78	33.20	34.86	36.52	34.86	36.60	38.34	36.60	38.43	40.26	38.43	40.35	42.27
SEV	Vehicle Service Detailer	25.07	26.32	27.57	26.32	27.64	28.96	27.64	29.02	30.40	29.02	30.47	31.92	30.47	31.99	33.51	31.99	33.59	35.19
SEV	Vehicle Service Worker I	20.52	21.55	22.58	21.55	22.63	23.71	22.63	23.76	24.89	23.76	24.95	26.14	24.95	26.20	27.51	26.20	27.51	28.82
SEV	Vehicle Service Worker II	22.88	24.02	25.16	24.02	25.22	26.42	25.22	26.48	27.74	26.48	27.80	29.12	27.80	29.19	30.58	29.19	30.65	32.11

Special Handling - filled positions as of 10/26/2019

UNION	TITLE	Step 1	1L	1LL	Step 2	2L	2LL	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SES	Planning Data Analyst	37.15	39.01	40.87	39.01	40.96	42.91	40.96	43.01	45.06	43.01	45.16	47.31	45.16	47.42	49.68	47.42	49.79	52.16
SEV	Mechanic I	31.27	32.83	34.39	32.83	34.47	36.11	34.47	36.19	37.91	36.19	38.00	39.81	38.00	39.90	41.80	39.90	41.90	43.90
SEV	Vehicle Service Worker I	20.77	21.81	22.85	21.81	22.90	23.99	22.90	24.05	25.20	24.05	25.25	26.45	25.25	26.51	27.77	26.51	27.84	29.17

**Longevity Pay is based only on length of service.**

Notes: \* Adding Customer Service Assistant to the SEA Chapter. Position and wage approved on BOD 06.26.2020. Adding HR Analyst I to the SEA Chapter. Position and wage approved on BOD 01.28.2022. Adding IT Project Coordinator to the SEA Chapter. Position and wage approved on BOD 03.25.2022. Adding Mobility Training Coordinator. Position and wage approved on BOD 06.24.2022. Adding Accountant III. Position and wage approved on BOD 09.23.2022. Adding Maintenance Trainer. Position and wage approved on BOD 02.24.2023. Adding Payroll Administrator and Payroll Supervisor. Positions and wages approved on BOD 10.27.2023. Adding Marketing Specialist. Position and wages approved on BOD 12.15.2023.



**DATE:** February 23, 2024  
**TO:** Board of Directors  
**FROM:** Chuck Farmer, Chief Financial Officer  
**SUBJECT: AUTHORIZE THE INTERIM CEO/GENERAL MANAGER TO INCREASE THE NUMBER OF AUTHORIZED BUS OPERATORS**

**I. RECOMMENDED ACTION**

**Authorize the Interim CEO/General Manager to hire up to 260 Bus Operators.**

**II. SUMMARY**

- Currently, the Board of Directors (Board) has approved the CEO/General Manager the authority to hire up to 260 Bus Operators.
- The Reimagine METRO Phase 2 details are coming in more clearly and METRO will need at least 260 Bus Operators. The additional positions are for timing of hiring and retirements.
- METRO has started the process to increase Bus Operator hirings and it currently is pushing the limit of 235 Bus Operators.
- Staff is recommending the Board to approve the increase in authorized Bus Operators from 235 to 260.

**III. DISCUSSION/BACKGROUND**

One of METRO's strategic goals includes reinstating ridership to pre-Covid levels of 7 million. This goal is supported by the Reimagine METRO program that calls for a full review and changes in routes, timing between buses from more than 30 minutes to 15-minute frequencies and changing the bus route numbers to provide less confusion.

The second part of the process in Phase 2, as discussed at the September Board meeting, finishes off the full Santa Cruz County bus frequencies and routes. In order to fulfill Phase 2, METRO will need an additional 25 Bus Operators beyond the current approved amount in the Budget. Also, there is substantial lead time needed to find, hire, train and get the new Bus Operators ready for the Phase 2 implementation which is expected to be phased in starting with the March 2024 bid change.

Currently METRO has authorized up to 235 Bus Operators. Staff is asking to increase the authorized level to 260 to accommodate the need for an additional 25 Bus Operators to provide hiring timing and retirements to keep a constant 235 Bus Operators.

#### **IV. STRATEGIC PLAN PRIORITIES ALIGNMENT**

This report ties to the following strategic priorities:

- Ridership of 7 million
- Service Quality and Delivery – routes and frequencies
- Financial

#### **V. FINANCIAL CONSIDERATIONS/IMPACT**

The final impact for Phase 2 over 36 months is roughly \$24.1 million.

#### **VI. CHANGES FROM COMMITTEE**

N/A

#### **VII. ALTERNATIVES CONSIDERED**

- Not approving the increase in authorized Bus Operators will push the limit on hiring to fully run Phase 1 and Phase 2.

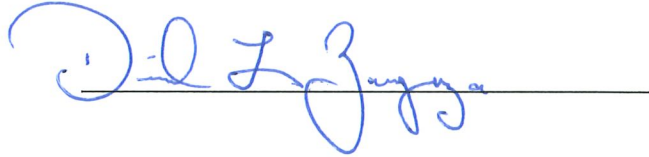
#### **VIII. ATTACHMENTS**

None.

Prepared by: Chuck Farmer, Chief Financial Officer

**IX. APPROVALS**

Daniel Zaragoza,  
Interim CEO/General Manager



John Urgo,  
Planning and Development Director



Approved as to fiscal impact:  
Chuck Farmer, Chief Financial Officer



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**DATE:** February 23, 2024

**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 Interim CEO/General Manager to dispose of the surplus item 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's) policy on disposal of fixed assets, at least once per year Finance Department management shall recommend to the Board of Directors a list of items to be declared excess with appropriate action for disposal.
- Vehicles, property and/or equipment have exceeded their useful lives and are no longer needed by METRO.
- Staff recommends that the Board of Directors approve the resolution for the disposal or auction of excess property (Attachment A) and declare the item(s) listed in Exhibit A as excess and direct staff to take appropriate action for disposal.

## **III. DISCUSSION/BACKGROUND**

In preparation for the implementation of a new ERP system at METRO, historical capital asset records are currently being reviewed and reconciled by staff in order to ensure that complete and accurate data will be exported to the new accounting system. Four capital items have been deemed as obsolete, identified in the Excess Vehicle & Equipment Listing (Exhibit A):

- Steam Cleaner w/Trailer: no. T0705.00A
- Ticket Printer PEM #201: no. 5632
- Messaging Security Gateway: no. 5339
- VOIP Router: no. 5006

The assets 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 the assets listed in Exhibit A; 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, e-waste, recycling or auction, as appropriate.

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

#### **IV. STRATEGIC PLAN PRIORITIES ALIGNMENT**

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

#### **V. FINANCIAL CONSIDERATIONS/IMPACT**

The estimated total gross market value of the assets included in the disposal list is approximately \$-0-. These assets have reached the end of their useful life and are obsolete. There is minimal financial impact as a result of these disposals.

Any revenue generated from the sale of 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 assets in the 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/or are no longer in use.

#### **VIII. ATTACHMENTS**

**Attachment A:** Resolution to Approve the Disposal or Auction of Excess Assets

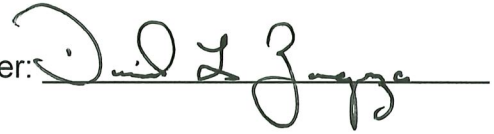
**Exhibit A:** Excess Vehicle & Equipment Listing – as of February 23, 2024

**IX. APPROVALS:**

Approved as to fiscal impact:  
Chuck Farmer, CFO



Daniel Zaragoza, Interim 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 02/23/2024, "Exhibit A" and may be disposed of or auctioned as such:
  1. Steam Cleaner w/Trailer: no. T0705.00A
  2. Ticket Printer PEM #201: no. 5632
  3. Messaging Security Gateway: no. 5339
  4. VOIP Router: no. 5006

# Attachment A

Resolution No. \_\_\_\_\_  
Page 2 of 3

**PASSED AND ADOPTED** by the Board of Directors of the Santa Cruz Metropolitan Transit District on February 23, 2024, by the following vote:

AYES: DIRECTORS –

NOES: DIRECTORS –

ABSENT: DIRECTORS –

ABSTAIN: DIRECTORS –

\_\_\_\_\_  
Board Chair

ATTEST:

\_\_\_\_\_  
Daniel Zaragoza  
Interim 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 02/23/2024

(Attached)

# Exhibit A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT EXCESS VEHICLE & EQUIPMENT LISTING AS OF 02/23/2024										
Vehicle or Asset Tag #	Description	Acquisition Date	Cost	Accumulated Depreciation	Net Book Value	Est. Market Value	Reason for Disposal	Condition	VIN / SN	License #
T0705.00A	STEAM CLEANER W/TRAILER	07/19/2000	\$ 13,703.04	\$ 13,703.04	\$ -	\$ -	END OF USEFUL LIFE	POOR	5HGBC10173M001068	N/A
5632	TICKET PRINTER PEM #201	10/24/2001	\$ 17,191.50	\$ 17,191.50	\$ -	\$ -	END OF USEFUL LIFE	POOR	46711	N/A
5339	MSGING SECURITY GATEWAY	03/24/2005	\$ 5,562.09	\$ 5,562.09	\$ -	\$ -	END OF USEFUL LIFE	POOR	2215J61	N/A
5006	VOIP ROUTER	05/24/2006	\$ 10,029.52	\$ 10,029.52	\$ -	\$ -	END OF USEFUL LIFE	POOR	210235A328B08C000096	N/A

## 9.11A.4.Exhibit A.1





**DATE:** February 23, 2024  
**TO:** Board of Directors  
**FROM:** John Urgo, Planning and Development Director  
**SUBJECT: CONTRACT FOR TRANSIT SERVICES WITH CALIFORNIA DEPARTMENT OF PARKS AND RECREATION FOR SERVICE TO BIG BASIN REDWOODS STATE PARK DURING SPRING QUARTER**

**I. RECOMMENDED ACTION**

**That the Board of Directors authorize the CEO/General Manager to execute a Contract for Transit Services with the California Department of Parks and Recreation for fixed route public transit service to Big Basin Redwoods State Park during the spring 2024 quarter.**

- The Department of Parks and Recreation (“State Parks Department”) provides limited public access to Big Basin Redwoods State Park primarily through a day-use parking reservation system for a limited number of parking spaces after the loss of all park facilities in the 2020 CZU Fire.
- State Parks Department wishes to support park usage for all patrons and fixed route public bus service is the primary option available to increasing access to the park for visitors.
- Staff recommends that the Board authorize the CEO/General Manager to execute a Contract for Transit Services with the California Department of Parks and Recreation for fixed route public transit service to Big Basin Redwoods State Park during the spring 2024 quarter.

**II. DISCUSSION/BACKGROUND**

The purpose of this project is to provide increased access to Big Basin Redwoods State Park, including access for fourth graders and their families enrolled in the Adventure Pass program, through increased fixed route public bus service to the park.

The Department of Parks and Recreation (DPR) provides limited public access to Big Basin primarily through a day-use parking reservation system for a limited number of parking spaces after the loss of all park facilities in the 2020 CZU Fire. The limited parking supply and number of spaces available by reservation routinely fills on weekends and park visitors that do not have a reservation are turned away from the park due to parking capacity limitations. Due to extensive damage, public safety concerns, and goals for forest health and resiliency no additional day-use parking can be made available in the Main Day-Use area of the park. Because of this, fixed route public bus service is the primary option available to increasing access to the park for visitors.

Santa Cruz METRO provides fixed route public bus service throughout Santa Cruz County, including service to Big Basin Redwoods State Park on summer weekends. Through this Contract for Transit Services, METRO will provide fixed route bus service to Big Basin Redwoods State Park on weekends and holidays for the 2024 Spring Service Quarter, from March 14 to June 19, 2024. Bus service will include extension of at least 4 trips per day on the Route 35 bus to the former park headquarters bus station on Highway 236. Fixed route bus service arrival and departure times to and from the park bus station will be planned with approval from DPR and will be planned at times convenient for park visitors including at least two scheduled trips in the morning.

METRO will advertise bus service to Big Basin prior to starting Spring Service Quarter and allow DPR to advertise bus service to Big Basin as an alternative means for accessing the park. METRO will also allow free parking for park visitors at the Scotts Valley Transit Center and advertise and allow DPR to advertise free parking for park visitors. In addition, METRO will waive fares for all families riding with a valid Adventure Pass when shown to the driver.

### **III. STRATEGIC PLAN PRIORITIES ALIGNMENT**

This item aligns with the following Strategic Priorities:

- Service Quality and Delivery
- Strategic Alliances and Community Outreach

### **IV. FINANCIAL CONSIDERATIONS/IMPACT**

DPR will provide compensation to METRO in the amount of \$40,000 for the fixed route Spring Quarter service.

### **V. CHANGES FROM COMMITTEE**

N/A

### **VI. ALTERNATIVES CONSIDERED**

None.

### **VII. ATTACHMENTS**

**Attachment A:** Contract for Transit Services

**Attachment B:** Resolution

**VIII. APPROVALS**

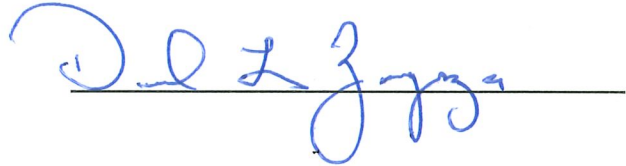
John Urgo, Planning &  
Development Director



Approved as to fiscal impact:  
Chuck Farmer, CFO



Daniel Zaragoza,  
Interim CEO/General Manager



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# Attachment A

Santa Cruz Metropolitan

Contractor's Name: Transportation District

Agreement Number: C23715041

Page:  1  of  1

## EXHIBIT A (Standard Agreement)

### SCOPE OF WORK

1. Contractor agrees to provide to the Department of Parks and Recreation (DPR) \_\_\_\_\_ services as described herein:

Santa Cruz Metropolitan Transit District will provide public bus service on weekends to Big Basin Redwoods State Park for the Spring Service Quarter 2024. Spring bus service will extend the season of access to Big Basin by public bus on weekends for an additional three months, increasing the access to the park for the general public including Adventure Pass holders. Bus Service will be provided in accordance with the Scope of Work, marked Exhibit A, Attachment I, which is attached hereto and incorporated herein.

2. The services shall be performed at:  
Big Basin Redwoods State Park  
20161 Big Basin Way  
Boulder Creek, CA 95006
3. The services shall be provided during:  
Bus service will be provided Spring Service Quarter, Saturdays, Sundays and holidays according to the bus schedule developed by Santa Cruz Metro and approved by DPR including at least four buses per day to Big Basin. Changes to service hours shall be coordinated in advance with DPR project representative.
4. The project representatives during the term of this Agreement will be:

State Agency:	Department of Parks and Recreation	Contractor:	Santa Cruz Metro
Section/Unit:	Santa Cruz District	Section/Unit:	Planning
Attention:	Will Fourt	Attention:	John Urgo
Address:	303 Big Trees Park Road	Address:	110 Vernon St
City/State/Zip Code:	Felton, CA 95018	City/State/Zip Code:	Santa Cruz CA 95060
Phone:	831-212-7670	Phone:	(831) 420-2537
Fax:		Fax:	
E-mail Address:	will.fourt@parks.ca.gov	E-mail Address:	JUrgo@scmttd.com

# Attachment A

## BIG BASIN PUBLIC BUS SERVICE

### EXHIBIT A, ATTACHMENT I SCOPE OF WORK

#### **Project Description**

The purpose of this project is to provide increased access to Big Basin Redwoods State Park, including access for fourth graders and their families enrolled in the Adventure Pass program, through increased public bus service to the park.

The Department of Parks and Recreation (DPR) provides limited public access to Big Basin primarily through a day-use parking reservation system for a limited number of parking spaces after the loss of all park facilities in the 2020 CZU Fire. The limited parking supply and number of spaces available by reservation routinely fills on weekends and park visitors that do not have a reservation are turned away from the park due to parking capacity limitations. Due to extensive damage, public safety concerns, and goals for forest health and resiliency no additional day-use parking can be made available in the Main Day-Use area of the park. Because of this, public bus service is the primary option available to increasing access to the park for visitors.

Santa Cruz Metro provides public bus service throughout Santa Cruz County, including service to Big Basin State Park on summer weekends.

#### **Scope of Work**

Santa Cruz Metro (Metro) will provide fixed route bus service to Big Basin Redwoods State Park on weekends and holidays for the 2024 Spring Service Quarter, from March to June 2024. Bus service will include extension of at least 4 buses per day on the Route 35 bus to the former park headquarters bus station on Highway 236. Bus service arrival and departure times to and from the park bus station will be planned with approval from DPR and will be planned at times convenient for park visitors including at least two scheduled trips in the morning.

Metro will advertise bus service to Big Basin prior to starting Spring Service Quarter and allow DPR to advertise bus service to Big Basin as an alternative means for accessing the park.

Metro will allow free parking for park visitors at the Scotts Valley Transit Center and advertise and allow DPR to advertise free parking for park visitors.

Metro will waive fares for all families riding with a valid Adventure Pass when showed to the driver, including all members within the party traveling with the Adventure Pass holder.

In the event of park closures due to public safety concerns, DPR staff will notify Metro as soon as possible, and Metro will discontinue bus service into Big Basin Redwoods State Park for the time that the park is closed. Upon lifting a public safety park closure, Metro will resume bus service to Big Basin Redwoods State Park.

# Attachment A

## **DPR Responsibilities**

1. DPR staff will provide timely responses to requests for information that address topics and issues relevant to DPR.
2. DPR staff will engage in project support for relevant tasks, as determined appropriate by DPR Project Manager.
3. DPR staff will notify Metro as soon as possible regarding the start and finish of any park closure at Big Basin Redwoods State Park for public safety or any other reason.

# Attachment A

Santa Cruz Metropolitan  
Contractor's Name: Transportation District  
Agreement Number: C23715041  
Page:  1  of  2

## EXHIBIT B (Standard Agreement)

### **BUDGET DETAIL AND PAYMENT PROVISIONS**

#### **1. Invoicing and Payment**

- A. For services satisfactorily rendered, and upon receipt and approval of the invoices, the State agrees to compensate the Contractor for actual expenditures incurred in accordance with the rates specified in Cost Detail, marked Exhibit B, Attachment 1, which is attached hereto and made a part of this Agreement.
- B. Invoices shall include the Agreement Number and shall be submitted in triplicate not more frequently than monthly in arrears to:

scd.accounting@parks.ca.gov  
CA Department of Parks and Recreation  
ATTN: Santa Cruz District Accounting  
303 Big Trees Park Rd.  
Felton, CA 95018

#### **2. Budget Contingency Clause**

- A. It is mutually agreed that if the Budget Act of the current year and/or any subsequent years covered under this Agreement does not appropriate sufficient funds for the program, this Agreement shall be of no further force and effect. In this event, the State shall have no liability to pay any funds whatsoever to Contractor or to furnish any other considerations under this Agreement and Contractor shall not be obligated to perform any provisions of this Agreement.
- B. If funding for any fiscal year is reduced or deleted by the Budget Act for purposes of this program, the State shall have the option to either cancel this Agreement with no liability occurring to the State, or offer an agreement amendment to Contractor to reflect the reduced amount.

#### **3. Prompt Payment Clause**

Payment will be made in accordance with, and within the time specified in, Government Code Chapter 4.5, commencing with Section 927.

#### **4. Timely Submission of Final Invoice**

- A. A final undisputed invoice shall be submitted for payment no more than ninety (90) calendar days following expiration or termination date of this Agreement, unless a later or alternate deadline is agreed to in writing by the project representative. Said invoice should be clearly marked "Final Invoice," thus indicating that all payment obligations of the State under this Agreement have ceased and that no further payments are due or outstanding.
- B. The State may, at its discretion, choose not to honor any delinquent final invoice if the Contractor fails to obtain prior written State approval of an alternate final invoice submission deadline. Written State approval shall be sought from the project representative prior to the expiration or termination date of this Agreement.



## EXHIBIT B (Standard Agreement)

### BUDGET DETAIL AND PAYMENT PROVISIONS

#### **5 Disabled Veterans Participation Goals**

- A. Upon completion of an awarded contract in which a commitment to achieve a DVBE goal was made, the prime contractor that entered into a subcontract with a DVBE is required to complete and submit form STD. 817 within 60 days to certify payment information to the awarding department, in accordance with Military and Veterans Code (M&VC) Section 999.5.
- B. For contracts awarded on or after January 1, 2021, pursuant to M&VC Section 999.7, the State shall withhold ten thousand dollars (\$10,000) from the final payment, or the full final payment if less than ten thousand dollars (\$10,000), until the prime contractor complies with the certification requirements of M&VC Section 999.5. Prime contractors that fail to comply with the certification requirements shall be given notice and allowed to cure the defect. If after 15 calendar days but not more than 30 calendar days from the date of the notice, the prime contractor fails to comply with the certification requirements, the State shall permanently deduct ten thousand dollars (\$10,000) from the final payment, or the full payment if less than ten thousand dollars (\$10,000). The withholding applies to all contracts with a DVBE subcontractor.
- C. Notwithstanding any other law, an awarding department shall not withhold more than the amount specified on the final payment of any disabled veteran business enterprise contract for the purposes of ensuring compliance with the certification requirements of M&VC 999.5.

# Attachment A

## BIG BASIN PUBLIC BUS SERVICE

### EXHIBIT B, ATTACHMENT I COST DETAIL

The Budget shall apply to the duration of the contract term.

Item	Cost
Spring Service Quarter Weekend Bus Service to Big Basin Redwoods State Park	\$40,000

With mutual agreement of Metro and DPR, Metro or DPR may add or change the relative proportions of budget line items to satisfy the work needs through the term of this agreement and shall not need a formal agreement amendment. Cumulative line-item additions or shifts may be made, provided the overall agreement budget total is not changed. Line-item shifts meeting this criterion shall not require a formal agreement amendment. Metro shall adhere to DPR requirements regarding the process to follow in requesting approval to make line-item shifts. Line-item shifts may be proposed/requested by either DPR or Metro.

# Attachment A

GTC 610

## EXHIBIT C

### GENERAL TERMS AND CONDITIONS

1. APPROVAL: This Agreement is of no force or effect until signed by both parties and approved by the Department of General Services, if required. Contractor may not commence performance until such approval has been obtained.
2. AMENDMENT: No amendment or variation of the terms of this Agreement shall be valid unless made in writing, signed by the parties and approved as required. No oral understanding or Agreement not incorporated in the Agreement is binding on any of the parties.
3. ASSIGNMENT: This Agreement is not assignable by the Contractor, either in whole or in part, without the consent of the State in the form of a formal written amendment.
4. AUDIT: Contractor agrees that the awarding department, the Department of General Services, the Bureau of State Audits, or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. Contractor agrees to maintain such records for possible audit for a minimum of three (3) years after final payment, unless a longer period of records retention is stipulated. Contractor agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, Contractor agrees to include a similar right of the State to audit records and interview staff in any subcontract related to performance of this Agreement. (Gov. Code §8546.7, Pub. Contract Code §10115 et seq., CCR Title 2, Section 1896).
5. INDEMNIFICATION: Contractor agrees to indemnify, defend and save harmless the State, its officers, agents and employees from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, suppliers, laborers, and any other person, firm or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this Agreement, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by Contractor in the performance of this Agreement.
6. DISPUTES: Contractor shall continue with the responsibilities under this Agreement during any dispute.
7. TERMINATION FOR CAUSE: The State may terminate this Agreement and be relieved of any payments should the Contractor fail to perform the requirements of this Agreement at the time and in the manner herein provided. In the event of such termination the State may proceed with the work in any manner deemed proper by the State. All costs to the State shall be deducted from any sum due the Contractor under this Agreement and the balance, if any, shall be paid to the Contractor upon demand.

# Attachment A

8. INDEPENDENT CONTRACTOR: Contractor, and the agents and employees of Contractor, in the performance of this Agreement, shall act in an independent capacity and not as officers or employees or agents of the State.

9. RECYCLING CERTIFICATION: The Contractor shall certify in writing under penalty of perjury, the minimum, if not exact, percentage of post consumer material as defined in the Public Contract Code Section 12200, in products, materials, goods, or supplies offered or sold to the State regardless of whether the product meets the requirements of Public Contract Code Section 12209. With respect to printer or duplication cartridges that comply with the requirements of Section 12156(e), the certification required by this subdivision shall specify that the cartridges so comply (Pub. Contract Code §12205).

10. NON-DISCRIMINATION CLAUSE: During the performance of this Agreement, Contractor and its subcontractors shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (e.g., cancer), age (over 40), marital status, and denial of family care leave. Contractor and subcontractors shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Contractor and subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code §12990 (a-f) et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations, are incorporated into this Agreement by reference and made a part hereof as if set forth in full. Contractor and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other Agreement.

Contractor shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under the Agreement.

11. CERTIFICATION CLAUSES: The CONTRACTOR CERTIFICATION CLAUSES contained in the document CCC 307 are hereby incorporated by reference and made a part of this Agreement by this reference as if attached hereto.

12. TIMELINESS: Time is of the essence in this Agreement.

13. COMPENSATION: The consideration to be paid Contractor, as provided herein, shall be in compensation for all of Contractor's expenses incurred in the performance hereof, including travel, per diem, and taxes, unless otherwise expressly so provided.

14. GOVERNING LAW: This contract is governed by and shall be interpreted in accordance with the laws of the State of California.

# Attachment A

15. ANTITRUST CLAIMS: The Contractor by signing this agreement hereby certifies that if these services or goods are obtained by means of a competitive bid, the Contractor shall comply with the requirements of the Government Codes Sections set out below.

a. The Government Code Chapter on Antitrust claims contains the following definitions:

1) "Public purchase" means a purchase by means of competitive bids of goods, services, or materials by the State or any of its political subdivisions or public agencies on whose behalf the Attorney General may bring an action pursuant to subdivision (c) of Section 16750 of the Business and Professions Code.

2) "Public purchasing body" means the State or the subdivision or agency making a public purchase. Government Code Section 4550.

b. In submitting a bid to a public purchasing body, the bidder offers and agrees that if the bid is accepted, it will assign to the purchasing body all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 15) or under the Cartwright Act (Chapter 2 (commencing with Section 16700) of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, materials, or services by the bidder for sale to the purchasing body pursuant to the bid. Such assignment shall be made and become effective at the time the purchasing body tenders final payment to the bidder. Government Code Section 4552.

c. If an awarding body or public purchasing body receives, either through judgment or settlement, a monetary recovery for a cause of action assigned under this chapter, the assignor shall be entitled to receive reimbursement for actual legal costs incurred and may, upon demand, recover from the public body any portion of the recovery, including treble damages, attributable to overcharges that were paid by the assignor but were not paid by the public body as part of the bid price, less the expenses incurred in obtaining that portion of the recovery. Government Code Section 4553.

d. Upon demand in writing by the assignor, the assignee shall, within one year from such demand, reassign the cause of action assigned under this part if the assignor has been or may have been injured by the violation of law for which the cause of action arose and (a) the assignee has not been injured thereby, or (b) the assignee declines to file a court action for the cause of action. See Government Code Section 4554.

16. CHILD SUPPORT COMPLIANCE ACT: For any Agreement in excess of \$100,000, the contractor acknowledges in accordance with Public Contract Code 7110, that:

a. The contractor recognizes the importance of child and family support obligations and shall fully comply with all applicable state and federal laws relating to child and family support enforcement, including, but not limited to, disclosure of information and compliance with earnings assignment orders, as provided in Chapter 8 (commencing with section 5200) of Part 5 of Division 9 of the Family Code; and

b. The contractor, to the best of its knowledge is fully complying with the earnings assignment orders of all employees and is providing the names of all new employees to the New Hire Registry maintained by the California Employment Development Department.

# Attachment A

17. UNENFORCEABLE PROVISION: In the event that any provision of this Agreement is unenforceable or held to be unenforceable, then the parties agree that all other provisions of this Agreement have force and effect and shall not be affected thereby.

18. PRIORITY HIRING CONSIDERATIONS: If this Contract includes services in excess of \$200,000, the Contractor shall give priority consideration in filling vacancies in positions funded by the Contract to qualified recipients of aid under Welfare and Institutions Code Section 11200 in accordance with Pub. Contract Code §10353.

19. SMALL BUSINESS PARTICIPATION AND DVBE PARTICIPATION REPORTING REQUIREMENTS:

a. If for this Contract Contractor made a commitment to achieve small business participation, then Contractor must within 60 days of receiving final payment under this Contract (or within such other time period as may be specified elsewhere in this Contract) report to the awarding department the actual percentage of small business participation that was achieved. (Govt. Code § 14841.)

b. If for this Contract Contractor made a commitment to achieve disabled veteran business enterprise (DVBE) participation, then Contractor must within 60 days of receiving final payment under this Contract (or within such other time period as may be specified elsewhere in this Contract) certify in a report to the awarding department: (1) the total amount the prime Contractor received under the Contract; (2) the name and address of the DVBE(s) that participated in the performance of the Contract; (3) the amount each DVBE received from the prime Contractor; (4) that all payments under the Contract have been made to the DVBE; and (5) the actual percentage of DVBE participation that was achieved. A person or entity that knowingly provides false information shall be subject to a civil penalty for each violation. (Mil. & Vets. Code § 999.5(d); Govt. Code § 14841.)

20. LOSS LEADER:

If this contract involves the furnishing of equipment, materials, or supplies then the following statement is incorporated: It is unlawful for any person engaged in business within this state to sell or use any article or product as a "loss leader" as defined in Section 17030 of the Business and Professions Code. (PCC 10344(e).)

# Attachment A

Santa Cruz Metropolitan  
Contractor's Name: Transportation District  
Agreement Number: C23715041  
Page:  1  of  3

## EXHIBIT D — PUBLIC ENTITY (Standard Agreement)

### SPECIAL TERMS AND CONDITIONS

#### 1. Insurance Requirements

When Contractor submits a signed agreement to State, Contractor shall furnish to State a Certificate(s) of Insurance and endorsements in compliance with the following requirements:

##### A. Policy

**The Certificate of Insurance shall:** (a) be in a form acceptable to State; (b) be written by an insurer acceptable to State; (c) be maintained at Contractor's sole expense; (d) be in full force for the complete term of the agreement; (e) be primary, and not in excess to any insurance carried by State; (f) be furnished to State within fifteen (15) days, upon request.

##### B. Coverage (*Additional coverage beyond the following, when required, shall be identified through an attachment to this exhibit.*)

**General Liability Insurance:** Contractor shall procure commercial general liability insurance covering liability arising out of premises operations, products/completed operations, independent contractors, personal/advertising injury and liability assumed under an insured contract with limits not less than \$1,000,000 each occurrence, \$2,000,000 general aggregate and \$2,000,000 products/completed operations aggregate. Said policy shall apply separately to each insured against whom any claim is made or suit is brought subject to Contractor's limits of liability.

**Motor Vehicle Liability Insurance:** Contractor shall maintain motor vehicle liability insurance with limits not less than \$1,000,000 combined single limit each accident. Such insurance shall cover liability arising out of an accident involving a motor vehicle in use by Contractor, including, but not limited to, Contractor owned, hired, and non-owned motor vehicles.

**Worker's Compensation and Employer's Liability Insurance:** Contractor shall maintain statutory worker's compensation and employer's liability insurance for all of Contractor's employees who will be engaged in the performance of work on the property, including special coverage extensions where applicable.

##### C. Endorsements (*The following must appear on the Endorsement Page.*)

**Additional Insured:** That the State of California, its officers, agents, employees and servants are included as additional insured, but only insofar as the operations under this agreement are concerned. The endorsements are to be provided for the general liability and motor vehicle liability policies.

**Waiver of Subrogation:** When work is performed on State-owned or controlled property the Workers' Compensation and Employers' Liability policy shall be endorsed with a waiver of subrogation endorsement in favor of the State. This endorsement shall also be provided.

# Attachment A

## EXHIBIT D — PUBLIC ENTITY (Standard Agreement)

Santa Cruz Metropolitan  
Contractor's Name: Transportation District  
Agreement Number: C23715041  
Page:  2  of  3

### 2. Disputes

Unless otherwise provided in this agreement, any dispute concerning a question of fact arising under this agreement which cannot be resolved informally shall be decided by the following two-step procedures.

Contractor must provide written notice of the particulars of such disputes to the Project Manager or his/her duly appointed representative. The Project Manager must respond in writing within ten (10) working days of receipt of the written notice of dispute. Should Contractor disagree with the Project Manager's decision, Contractor may appeal to the second level. Pending the decision on appeal, Contractor shall proceed diligently with the performance of this agreement in accordance with the Project Manager's decision. The second level appeal must indicate why the Project Manager's decision is unacceptable, attaching to it Contractor's original statement of the dispute with supporting documents, along with a copy of the Project Manager's response. The second level appeal shall be sent to the Deputy Director of Administrative Services or his/her duly appointed representative. The second level appeal must be filed within fifteen (15) working days of receipt of the Project Manager's decision. Failure to submit an appeal within the period specified shall constitute a waiver of all such right to an adjustment of this agreement. The Deputy Director or designee shall meet with Contractor to review the issues raised. A written decision signed by the Deputy Director or designee shall be returned to Contractor within fifteen (15) working days of the receipt of the appeal.

### 3. Termination for Convenience

State reserves the right to terminate this agreement subject to 30 days written notice to Contractor. Contractor may submit a written request to terminate this agreement only if State should substantially fail to perform its responsibilities as provided herein.

### 4. Force Majeure

Except for defaults of subcontractors, neither party shall be responsible for delays or failures in performance resulting from acts beyond the control of the offending party. Such acts shall include but shall not be limited to acts of God, fire, flood, earthquake, other natural disaster, nuclear accident, strike, lockout, riot, freight embargo, public regulated utility, or governmental statutes or regulations superimposed after the fact. If a delay or failure in performance by Contractor arises out of a default of its subcontractor, and if such default of its subcontractor, arises out of causes beyond the control of both Contractor and subcontractor, and without the fault or negligence of either of them, Contractor shall not be liable for damages of such delay or failure, unless the supplies or services to be furnished by subcontractor were obtainable from other sources in sufficient time to permit Contractor to meet the required performance schedule.

### 5. Forced, Convict, and Indentured Labor

No foreign-made equipment, materials, or supplies furnished to State pursuant to this agreement may be produced in whole or in part by forced labor, convict labor, or indentured labor. By submitting a bid to State or accepting a purchase order, Contractor agrees to comply with this provision of this agreement.

### 6. Potential Subcontractors

Nothing contained in this agreement or otherwise, shall create any contractual relation between State and any subcontractors, and no subcontract shall relieve Contractor of its responsibilities and obligations hereunder. Contractor agrees to be as fully responsible to State for the acts and omissions of its subcontractors and of persons either directly or indirectly employed by any of them as it is for the acts and omissions of persons directly employed by Contractor. Contractor's obligation to pay its subcontractors is an independent obligation from State's obligation to make payments to Contractor. As a result, State shall have no obligation to pay or to enforce the payment of any moneys to any subcontractor.



# Attachment A

Santa Cruz Metropolitan

**EXHIBIT D — PUBLIC ENTITY  
(Standard Agreement)**

Contractor's Name: Transportation District

Agreement Number: C23715041

Page: 3 of 3

**7. Priority Hiring Considerations for Contracts with a Value of \$200,000**

If the resulting agreement will have a total value of \$200,000 or more, Contractor is hereby advised that it will be obligated to give priority consideration in filling vacancies in positions funded by the resulting agreement to qualified recipients of aid under Welfare and Institutions Code Section 11200. This requirement shall not interfere with or require a violation of a collective bargaining agreement, a federal affirmative action obligation for hiring disabled veterans of the Vietnam era, or nondiscrimination compliance laws of California and does not require the employment of unqualified recipients of aid.

**8. Intellectual Property**

Any works developed during and/or pursuant to this agreement by Contractor, including all related copyrights and other proprietary rights therein, as may now exist and/or which hereafter come into existence, shall belong to State upon creation, and shall continue in State's exclusive ownership upon termination of this agreement. Contractor further intends and agrees to assign to State all right, title and interest in and to such materials as well as all related copyrights and other proprietary rights therein.

Contractor agrees to cooperate with State and to execute any document or documents that may be found to be necessary to give the foregoing provisions full force and effect, including but not limited to, an assignment of copyright.

Contractor agrees not to incorporate into or make the works developed, dependent upon any original works of authorship or Intellectual Property Rights of third parties without first (a) obtaining State's prior written permission, and (b) granting to or obtaining for State a nonexclusive, royalty-free, paid-up, irrevocable, perpetual, world-wide license, to use, reproduce, sell, modify, publicly and privately display and distribute, for any purpose whatsoever, any such prior works.

**9. Contractor's Duties, Obligations and Rights**

Contractor is hereby apprised that California Public Contract Code Section 10335 through 10381 are applicable relative to Contractor's duties, obligations, and rights in performing the agreement.

# Attachment A

Santa Cruz Metropolitan

Contractor's Name: Transportation District

Agreement Number: C23715041

Page:  1  of  1

## EXHIBIT E — PUBLIC ENTITY (Standard Agreement)

### ADDITIONAL PROVISIONS

#### Student/Graduate Student Assistants

1. Notwithstanding any other provision of law to the contrary, no student employed pursuant to this agreement will accrue State civil service status nor be employed for more than 194 days in the 365 days following the initial date of employment. Students will not cause the displacement of civil service employees. Students are not to perform work that would normally be assigned to permanent, full-time State civil service employees, and due consideration shall be given to affirmative action in and when hiring students.
2. Students may be permitted by State to operate State owned vehicles or equipment when required in the normal course of carrying out their work assignments under this agreement, provided that the following occurs:
  - a. Students who operate vehicles on official business must have a valid driver's license and a good driving record.
  - b. A copy of the student's driver records must be obtained from Department of Motor Vehicle prior to commencement of work.
  - c. Students under the age of 18 may not operate State vehicles under any circumstances.
  - d. Students who operate their private vehicle on official business must complete a STD. 261, Authorization to Use Privately Owned Vehicles on State Business.
  - e. Students who operate their own or State vehicles on official business must attend and successfully complete an approved defensive driver training course at least once every four years. Said course must be completed before student will be allowed to drive on official business.
  - f. Students must provide written proof of insurance.
3. Any/all students hired under the auspices of this agreement may be subject to a background check at the discretion of State.
4. Refusing to cooperate with the request(s) as noted above can be grounds for immediate dismissal from all assignments within State. In addition, State, at its sole discretion, may terminate any student assistant from his/her work assignment if State is displeased with any aspect of the student's work or work-related conduct.
5. It is the responsibility of State to instruct and inform all students of the aforementioned conditions at the time of hire.

# Attachment B



Resolution No. \_\_\_\_\_

On the Motion of Director: \_\_\_\_\_

Duly Seconded by Director: \_\_\_\_\_

The Following Resolution is Adopted:

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
AUTHORIZING THE INTERIM CEO/GM TO EXECUTE A FIXED ROUTE TRANSIT SERVICE  
AGREEMENT WITH THE CALIFORNIA DEPARTMENT OF PARKS AND RECREATION**

**WHEREAS**, the Department of Parks and Recreation (“State Parks Department”) provides limited public access to Big Basin Redwoods State Park primarily through a day-use parking reservation system for a limited number of parking spaces after the loss of all park facilities in the 2020 CZU Fire; and,

**WHEREAS**, the limited parking supply and number of spaces available by reservation routinely fills on weekends and park visitors that do not have a reservation are turned away from the park due to parking capacity limitations; and,

**WHEREAS**, due to extensive damage, public safety concerns, and goals for forest health and resiliency no additional day-use parking can be made available in the Main Day-Use area of the park; and,

**WHEREAS**, the State Parks Department wishes to support park usage for all patrons and fixed route public bus service is the primary option available to increasing access to the park for visitors; and,

**WHEREAS**, the State Parks Department has identified \$40,000 in funding for the fixed route spring quarter service, which runs from March 14 to June 19, 2024;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the Santa Cruz Metropolitan Transit District, authorizes Daniel Zaragoza, Interim CEO/General Manager to execute a Contract for Transit Services with the California Department of Parks and Recreation.

# Attachment B

Resolution # \_\_\_\_\_  
Page 2 of 2

**PASSED AND ADOPTED** by the Board of Directors of the Santa Cruz Metropolitan Transit District this 23rd Day of February 2024 by the following vote:

**AYES:** Directors -

**NOES:** Directors -

**ABSTAIN:** Directors -

**ABSENT:** Directors -

**APPROVED:**

\_\_\_\_\_  
Board Chair

**ATTEST:**

\_\_\_\_\_  
DANIEL ZARAGOZA  
Interim CEO/General Manager

**APPROVED AS TO FORM:**

\_\_\_\_\_  
JULIE SHERMAN  
General Counsel

**9.12B.2**



THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

# CERTIFICATE OF APPRECIATION

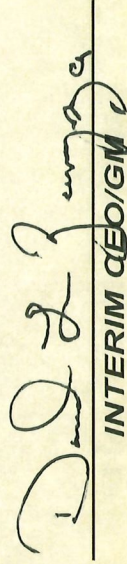
To

**JULIO CURREA  
MECHANIC III**

FOR THE COMPLETION OF 20 YEARS OF SERVICE  
BETWEEN 2004 AND 2024

GIVEN THIS 23RD DAY OF FEBRUARY 2024

  
BOARD CHAIR

  
INTERIM CEO/GM

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

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

### **RESOLUTION OF APPRECIATION FOR THE SERVICES OF ROBERT KRAUSE AS PARATRANSIT OPERATOR FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT**

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

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

**WHEREAS**, METRO, requiring an employee with expertise and dedication, appointed Robert Krause to serve in the position of Paratransit Operator, and

**WHEREAS**, Robert Krause served as a member of the Paratransit Department of METRO for the time period of November 3, 2008 to January 31, 2024, and

**WHEREAS**, Robert Krause provided METRO with dedicated service and commitment during the time of employment, and

**WHEREAS**, Robert Krause served METRO with distinction, and

**WHEREAS**, the service provided to the residents of Santa Cruz County by Robert Krause resulted in reliable, quality public transportation being available in the most difficult of times, and

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

**WHEREAS**, the quality of life in Santa Cruz County was improved dramatically as a result of the exemplary service provided by Robert Krause.

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

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

**PASSED AND ADOPTED** this 23<sup>rd</sup> Day of February 2024 by the following vote:

**AYES:** Directors -

**NOES:** Directors -

**ABSTAIN:** Directors -

**ABSENT:** Directors -

Approved:

Board Chair

---

Attest:

Daniel Zaragoza  
Interim CEO/General Manager

---

Approved as to form:

Julie Sherman, General Counsel

---





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

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

### **RESOLUTION OF APPRECIATION FOR THE SERVICES OF MICHAEL TREE AS CHIEF EXECUTIVE OFFICER / GENERAL MANAGER FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT**

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

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

**WHEREAS**, METRO, requiring an employee with expertise and dedication, appointed Michael Tree to serve in the position of Chief Executive Officer / General Manager, and

**WHEREAS**, Michael Tree served as a member of the Administration Department of METRO for the time period of April 25, 2022 to February 16, 2024, and

**WHEREAS**, Michael Tree provided METRO with dedicated service and commitment during the time of employment, and

**WHEREAS**, Michael Tree served METRO with distinction, and

**WHEREAS**, the service provided to the residents of Santa Cruz County by Michael Tree resulted in reliable, quality public transportation being available in the most difficult of times, and

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

**WHEREAS**, the quality of life in Santa Cruz County was improved dramatically as a result of the exemplary service provided by Michael Tree.

**NOW, THEREFORE, BE IT RESOLVED**, that upon his retirement as Chief Executive Officer / General Manager, the Board of Directors of METRO does hereby commend his efforts in advancing public transit service in Santa Cruz County and expresses sincere appreciation on behalf of itself, the METRO staff and all of the residents of Santa Cruz County.

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

**PASSED AND ADOPTED** this 23<sup>rd</sup> Day of February 2024 by the following vote:

**AYES:** Directors -

**NOES:** Directors -

**ABSTAIN:** Directors -

**ABSENT:** Directors -

Approved:

Board Chair

---

Attest:

Daniel Zaragoza  
Interim CEO/General Manager

---

Approved as to form:

Julie Sherman, General Counsel

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# ZERO EMISSION PASSENGER RAIL AND TRAIL PROJECT

Project Update and  
Purpose and Need Statement

February 23, 2024



# Background

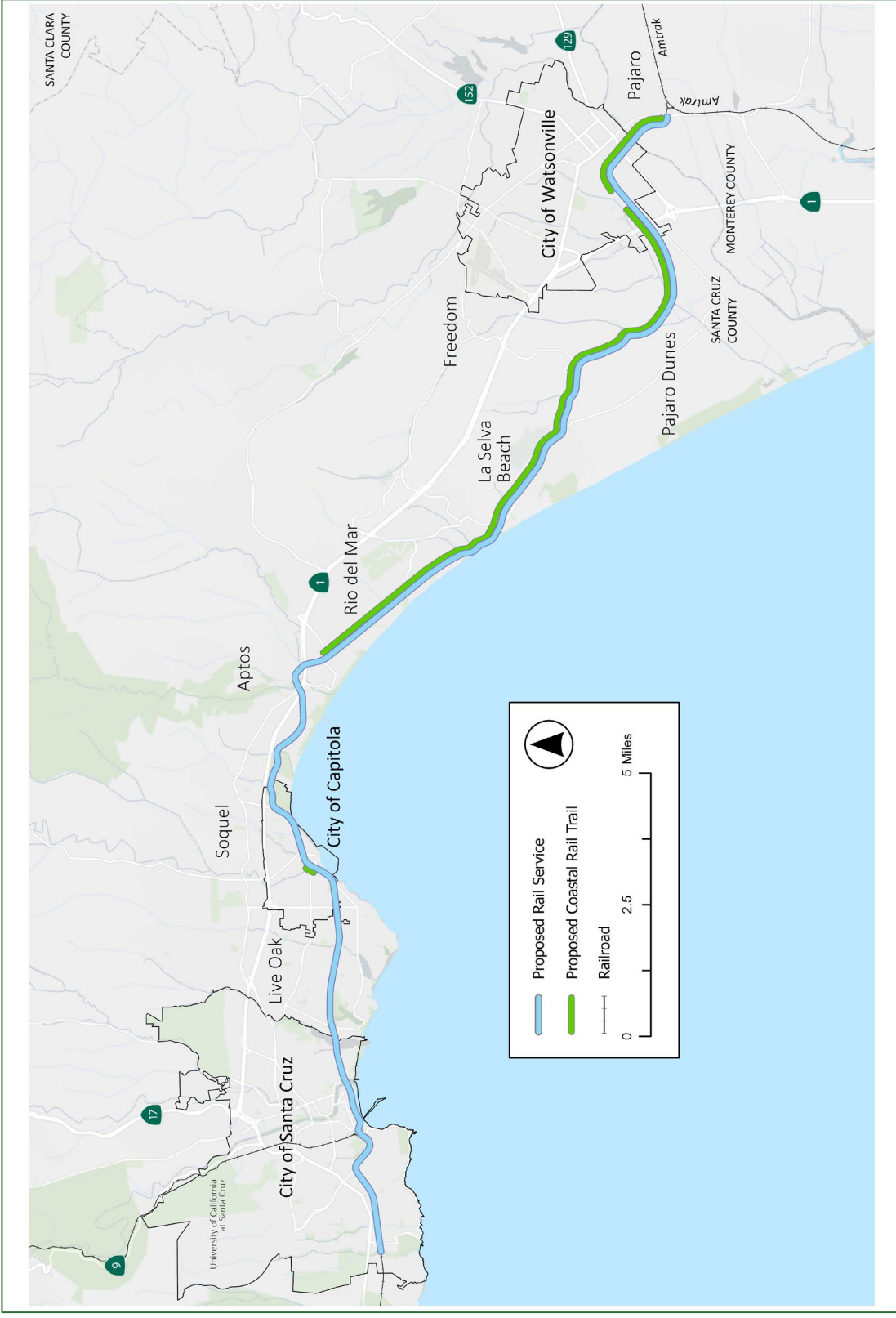


- **2012:** RTC acquired the Santa Cruz Branch Rail Line (SCBRL)
- **2021:** Preferred scenario identified high-capacity zero emission passenger rail with a multi-use bicycle and pedestrian trail along the SCBRL
- **2022:** RTC solicited proposals to develop the project concept and environmental documentation
- **2023:** Contract awarded to HDR team and work began on the Project Concept Report

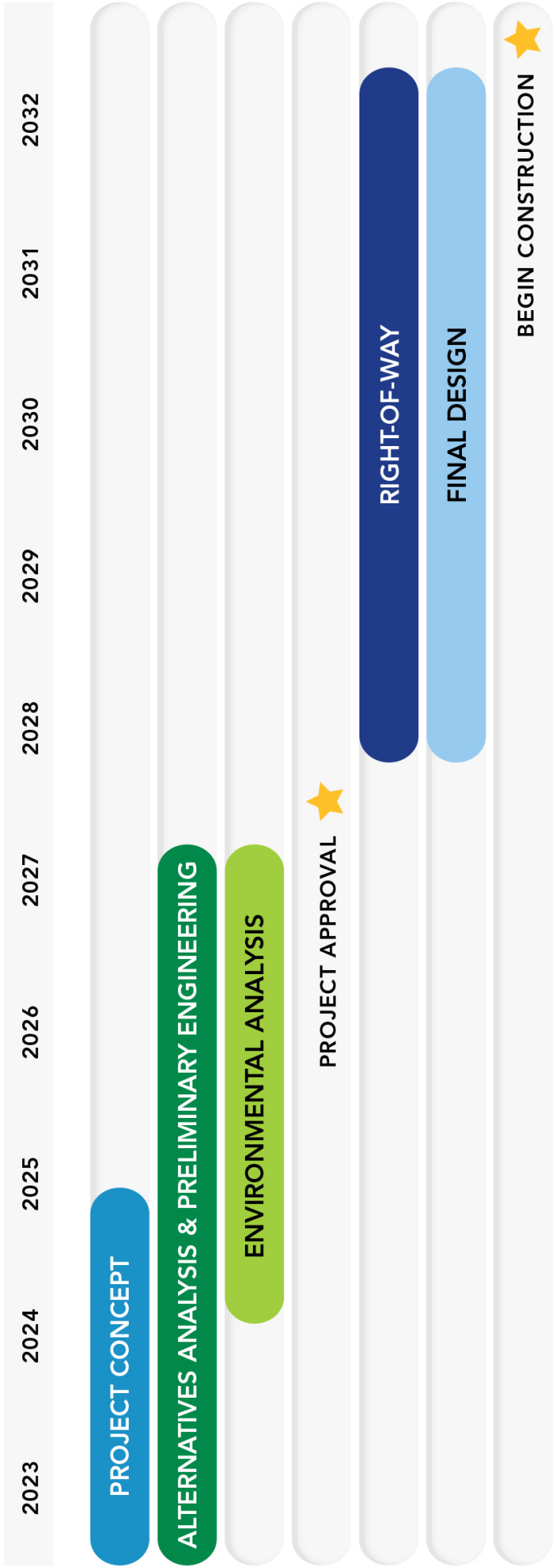


# Project Overview

- New high-capacity passenger rail service and stations on approximately 22 miles of the Santa Cruz Branch Rail Line (SCBRL)
- 12 miles of Coastal Rail Trail: Segments 13-20 and the Capitola Trestle reach (Segment 11, Phase 2)



# PROJECT SCHEDULE



# Preliminary Purpose and Need Statement

*Summarizes the needs and constraints that drive the development of the proposed project and the priorities in the development of project alternatives.*



# Preliminary Project Needs

Identifies mobility, accessibility and community concerns, including:

- Diverse transportation needs not fully met
- Slow transit travel times
- Insufficient alternative travel options
- VMT and GHG reduction mandates
- Bicycle and pedestrian linkages

12.6



# Preliminary Project Purpose

Identifies opportunities to address the needs and benefit the community, including:

- Provide increased access to accessible and reliable public travel options
- Improve transit connections
- Integrate with plans for future land use
- Reduce transit travel times and improve system reliability
- Enhance bicycle and pedestrian connectivity and safety
- Promote alternative transportation modes
- Reduce vehicle miles traveled and associated GHG emissions

12.7

# Purpose & Need Public Engagement

- Project Information at [sccrtc.org/zeprt](http://sccrtc.org/zeprt)
- Stakeholder Briefings
- Virtual and In-Person Open House Meetings
- Presentations at Partner Agency Meetings in February/March

12.8



*Feedback will be used to inform purpose and need and ongoing project development.*

## IN-PERSON

**Monday, Feb. 12**  
6 – 7:30 p.m.

Ramsay Park Family Center  
1301 Main St., Watsonville

**Tuesday, Feb. 13**  
6 – 7:30 p.m.

Live Oak Grange  
1900 17th Ave., Santa Cruz

## VIRTUAL

Beginning **Feb. 5** at  
[sccrtc.org/zeprt](http://sccrtc.org/zeprt)

# Next Steps

## PROJECT CONCEPT REPORT Milestones and Engagement Opportunities

WINTER  
2024

- PRELIMINARY PURPOSE AND NEED STATEMENT
- PROJECT LOOK AHEAD



**We Are Here**

SUMMER  
2024

- CONCEPTUAL ALIGNMENTS
- ZERO EMISSION VEHICLE TYPES

FALL  
2024

- REFINED CONCEPTUAL ALIGNMENT
- STATION/LAYOVER FACILITY AND MAINTENANCE LOCATIONS

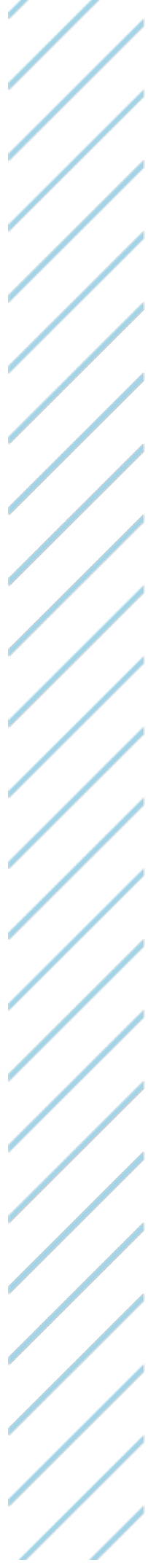
WINTER  
2025

- DRAFT PROJECT CONCEPT REPORT
- PRELIMINARY COST ESTIMATES
- NEXT STEPS FOR PROJECT DEVELOPMENT

**Thank you!**



**12.10**





**DATE:** February 23, 2024  
**TO:** Board of Directors  
**FROM:** Julie Sherman, General Counsel

**SUBJECT: RATIFICATION OF INTERIM CEO/GM ENGAGEMENT LETTER**

**I. RECOMMENDED ACTION**

**That the Board of Directors ratify the Interim CEO/GM Engagement Letter**

**II. SUMMARY**

- Michael Tree, CEO/GM of the Santa Cruz Metropolitan (METRO), retired from METRO effective February 16, 2024.
- On January 26, 2024, the METRO Board of Directors (Board) appointed Daniel Zaragoza to the position of Interim CEO/GM and provided direction to staff to negotiate an Engagement Letter with Mr. Zaragoza.
- General Counsel recommends Board ratification of said Engagement Letter.

**III. DISCUSSION/BACKGROUND**

Michael Tree, CEO/GM of METRO, retired from METRO effective February 16, 2024. On January 26, 2024, the Board appointed Daniel Zaragoza to the position of Interim CEO/GM and provided direction to staff to negotiate an Engagement Letter with Mr. Zaragoza. General Counsel, Julie Sherman, recommends Board ratification of said Engagement Letter, which is effective February 17, 2024. The Engagement Letter stipulates that Mr. Zaragoza's position is an "at will" position, is payable at \$107.95 per hour (the first step of the CEO/GM salary range), and the position is anticipated to end upon METRO's hiring of a new CEO/GM, following a transition period as needed.

**IV. CHANGES FROM COMMITTEE**

N/A

**V. ALTERNATIVES CONSIDERED**

None, ratification of the Engagement Letter is in line with previous Board action and direction.

**VI. ATTACHMENT A: Engagement Letter**

Prepared by: Julie Sherman, General Counsel

**VII. APPROVALS**

Approved as to fiscal impact:  
Chuck Farmer, CFO



# Attachment A

February 8, 2024

Daniel Zaragoza  
Employee No.: 764

Dear Daniel,

This letter follows up on our discussions regarding your appointment to the position of Interim CEO/General Manager for the Santa Cruz Metropolitan Transit District (METRO) during the period in which METRO is recruiting for, and hiring, a new CEO/General Manager.

In carrying out the responsibilities of the Interim CEO/General Manager, you will have the authority described in the attached Exhibit A, which is incorporated herein. You will report directly to the Board of Directors.

This letter confirms the terms of your employment in the role of Interim CEO/General Manager.

1. **Effective Date and "At-Will Employment"**—Your position of Interim CEO/General Manager will commence as of February 17, 2024 and will be "at-will" and may be terminated by the Board of Directors at any time, at which time, you will return to your position as Deputy Operations Director (DOD). Nonetheless, your interim position is anticipated to end after METRO hires a new CEO/General Manager, following a transition period as needed; after which, you will return to your position as DOD.
2. **Paid Time Off**—You will continue to accrue PTO in the same manner as you did in your DOD position, in accordance with METRO policies.
3. **Benefits**—You will continue to be entitled to health care and other benefits in the same manner as you did in your position as DOD, in accordance with METRO policies.
4. **Salary**—You will receive compensation in the amount of \$107.95/hour. This additional payment amount (over your current salary) will not be reportable to CalPERS.

Please sign and return this confirming offer letter to me.

Sincerely,



Michael Tree  
CEO/General Manager  
Santa Cruz Metropolitan Transit District

# Attachment A

I accept the terms of this promotion to Interim CEO/General Manager for the Santa Cruz Metropolitan Transit District.

  
\_\_\_\_\_  
Daniel Zaragoza

2/08/24  
Date



# VERBAL PRESENTATION

## PACIFIC STATION NORTH PROJECT

John Urgo

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# VERBAL PRESENTATION

## REIMAGINE METRO

John Urgo

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# Reimagine METRO Draft September 2024 Network

Public Meeting Presentation – February 2024

1.1 **Project Website**

1.2 <https://www.scmtd.com/ReimagineMETRO>

# Project Team

John Urgo	–	Planning Director, Santa Cruz METRO
Vickie Sanchez	–	Customer Service, Santa Cruz METRO
Selena Barlow	–	Moderator, AMMA Transit Planning
Daniel Costantino	–	Presenter, Jarrett Walker & Associates (JWA)
<b>15.3</b>	–	<b>Álvaro Caviedes</b> Presenter, Jarrett Walker & Associates (JWA)

# Meeting Format

- **We will begin with a presentation.** This will be followed by a question and comment period. We will answer as many relevant questions as time allows.
- **To submit a question or comment during the presentation,** please write to Selena Barlow in the meeting chat on Zoom, or on a card provided by METRO staff in person.
- **After the presentation is over, you can raise your hand,** either in Zoom (see “Reactions”), or in person.
- **Online participants will be muted,** unless you have raised your hand, and you are called to ask a question.

15.4

# What is Reimagine METRO?

- Santa Cruz METRO is re-envisioning **where** buses should go, and **how often** they should run.
- Key goals include:
  - Increase the amount of service provided.
  - Make transit more reliable, and relevant to the community’s needs.
  - Adapt to post-COVID travel patterns.
  - **Create a network that is useful and attractive for many people’s trips.**

15.5



# What has already happened?

Since late 2022, the project team has:

- Analyzed the network in detail.
- Conducted two rounds of outreach to identify public and stakeholder concerns and priorities.
- Developed a Phase 1 network that addresses the feedback received, within METRO's existing resources.

**15.6 In March 2024, METRO will complete implementation of Phase 1.**

# Next Steps – Phase 2

METRO is planning a **50% increase in service** from March to September 2024.

The project team has developed a Draft Network for these higher service levels.

**We need your feedback!** Will these changes make transit more useful for you and your community? What would make them better?

15.7

# Coming This March

## Service until midnight on:

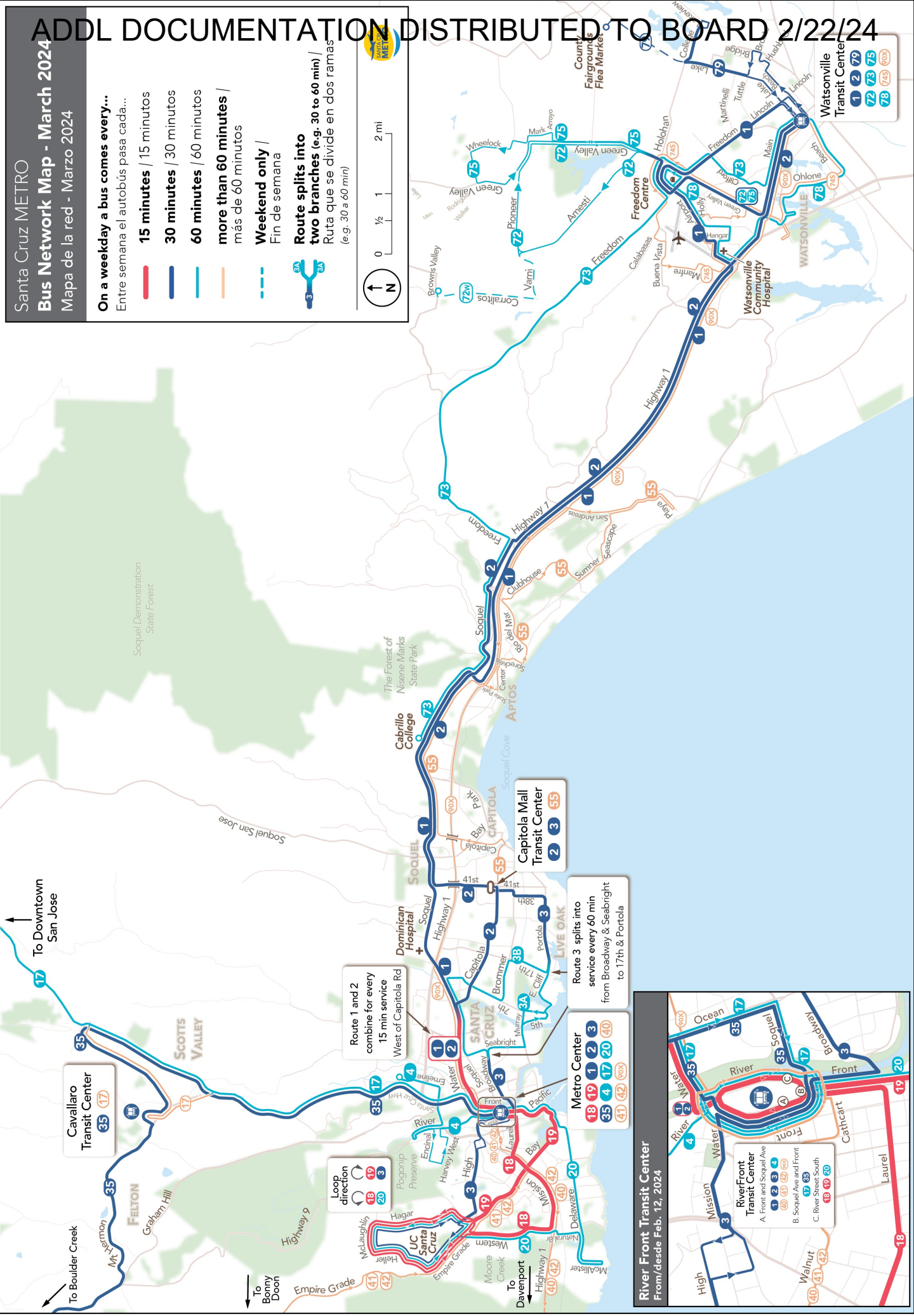
- Route 2
- Route 3B
- Route 73.

## More express trips on Route 90X.

## New Route 78.

Route 3A on Seabright Ave.

Route 72 on Green Valley Rd b/w Main and Freedom.



ADDL DOCUMENTATION DISTRIBUTED TO BOARD 2/22/24

**Santa Cruz METRO**  
**Bus Network Map - March 2024**  
 Mapa de la red - Marzo 2024

**On a weekday a bus comes every...**  
 Entre semana el autobús pasa cada...

- 15 minutes** | 15 minutos
- 30 minutes** | 30 minutos
- 60 minutes** | 60 minutos
- more than 60 minutes** / más de 60 minutos
- Weekend only** / Fin de semana
- Route splits into two branches** (e.g. 30 to 60 min) / Ruta que se divide en dos ramas (e.g. 30 a 60 min)

**Scale:** 0 1/2 1 2 mi

**North Arrow**

# Proposed In September

**Frequent service in more areas.** Live Oak, Soquel, Aptos, Watsonville.

**Weekend frequency = weekdays** on most routes.

**All-day service on Route 90X.**

**UCSC-East Side direct service** on Routes 1, 2 and 3.

**Routes 1 and 2 split** at Cabrillo College.

15.9

Proposed Improvements by September 2024  
Mejoras propuestas para septiembre 2024

Santa Cruz METRO

## Draft Bus Network Map - Phase 2

Borrador del mapa de la red - Fase 2

**On a weekday a bus comes every...**  
Entre semana el autobús pasa cada...

**15 minutes** / 15 minutos

**30 minutes** / 30 minutos

**60 minutes** / 60 minutos

**more than 60 minutes** / más de 60 minutos

**Weekend only** / Fin de semana

**Route splits into two branches** (e.g. 15 to 30 min) / Ruta que se divide en dos ramales (e.g. 15 a 30 min)

**30 minutes** / 30 minutos

**60 minutes** / 60 minutos

**more than 60 minutes** / más de 60 minutos

**Weekend only** / Fin de semana

**Route splits into two branches** (e.g. 15 to 30 min) / Ruta que se divide en dos ramales (e.g. 15 a 30 min)

**30 minutes** / 30 minutos

**60 minutes** / 60 minutos

**more than 60 minutes** / más de 60 minutos

**Weekend only** / Fin de semana

**Route splits into two branches** (e.g. 15 to 30 min) / Ruta que se divide en dos ramales (e.g. 15 a 30 min)

**30 minutes** / 30 minutos

**60 minutes** / 60 minutos

**more than 60 minutes** / más de 60 minutos

**Weekend only** / Fin de semana

**Route splits into two branches** (e.g. 15 to 30 min) / Ruta que se divide en dos ramales (e.g. 15 a 30 min)

**30 minutes** / 30 minutos

**60 minutes** / 60 minutos

**more than 60 minutes** / más de 60 minutos

**Weekend only** / Fin de semana

**Route splits into two branches** (e.g. 15 to 30 min) / Ruta que se divide en dos ramales (e.g. 15 a 30 min)

**30 minutes** / 30 minutos

**60 minutes** / 60 minutos

**more than 60 minutes** / más de 60 minutos

**Weekend only** / Fin de semana

**Route splits into two branches** (e.g. 15 to 30 min) / Ruta que se divide en dos ramales (e.g. 15 a 30 min)

**30 minutes** / 30 minutos

**60 minutes** / 60 minutos

**more than 60 minutes** / más de 60 minutos

**Weekend only** / Fin de semana

**Route splits into two branches** (e.g. 15 to 30 min) / Ruta que se divide en dos ramales (e.g. 15 a 30 min)

**30 minutes** / 30 minutos

**60 minutes** / 60 minutos

**more than 60 minutes** / más de 60 minutos

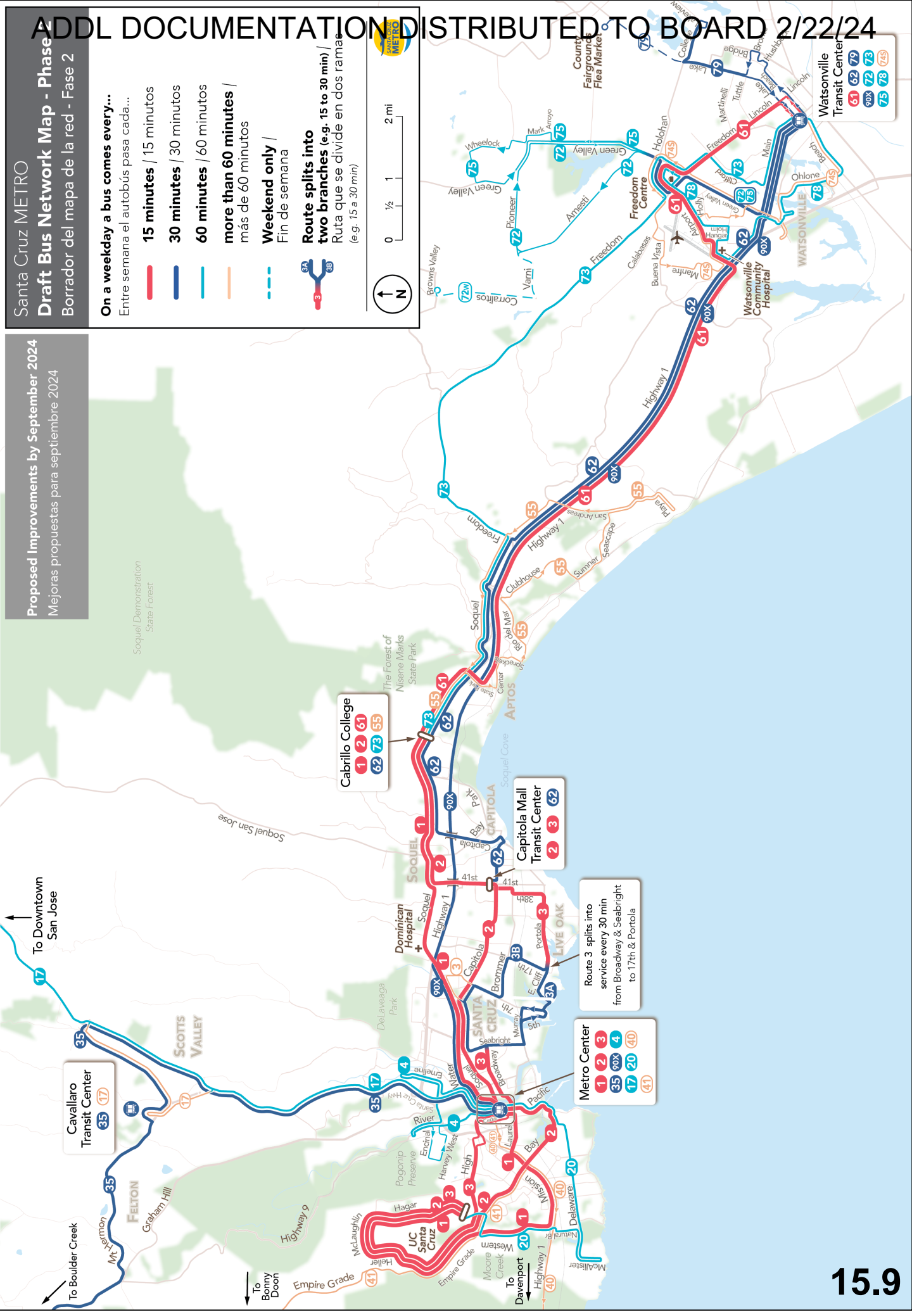
**Weekend only** / Fin de semana

**Route splits into two branches** (e.g. 15 to 30 min) / Ruta que se divide en dos ramales (e.g. 15 a 30 min)

**30 minutes** / 30 minutos

**60 minutes** / 60 minutos

**more than 60 minutes** / más de 60 minutos



ADDD DOCUMENTATION DISTRIBUTED TO BOARD 2/22/24

# Why propose these changes?

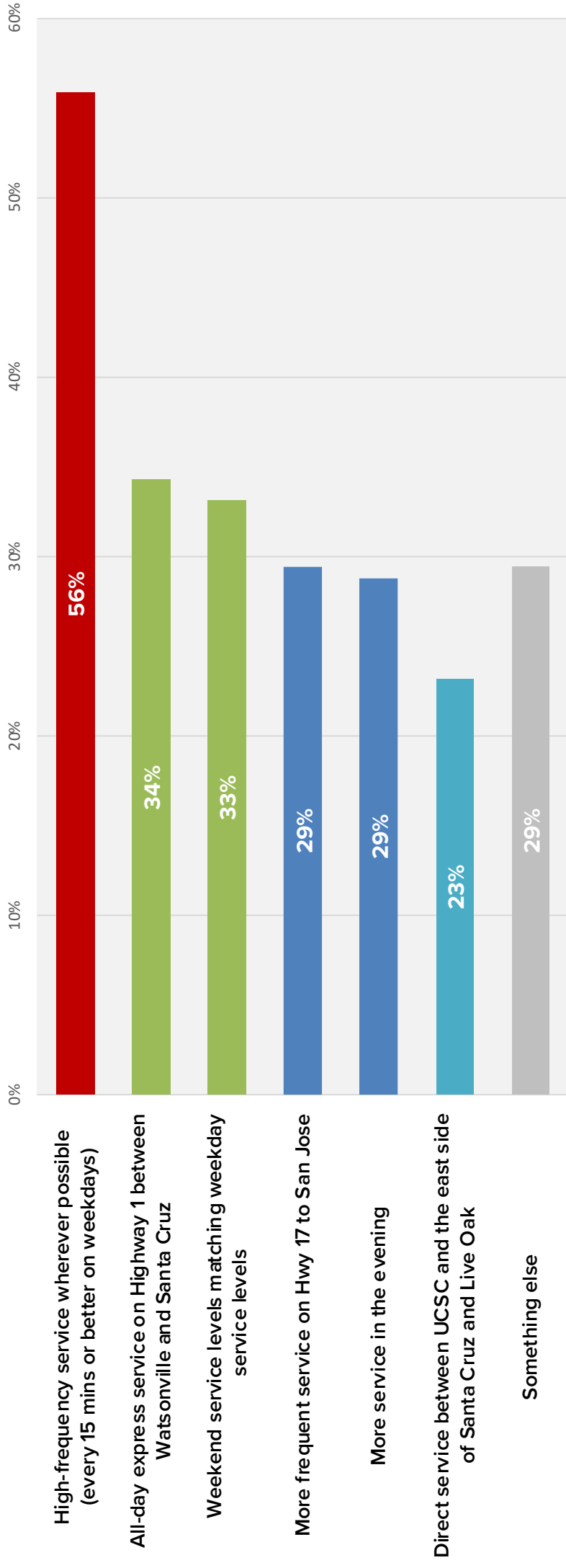
Past rounds of outreach have told us the public is interested in:

- **High frequency** service, wherever possible
- **Better weekend and evening** service
- **More express service** on Highway 1 and Highway 17
- **Better east-west connections** in Santa Cruz

15.10

# We've heard high frequency is the public's highest priority.

*Among the following improvements, which three are most important to you?*



**15.11**

n = 622 responses

# These changes would bring many more people near frequent service.

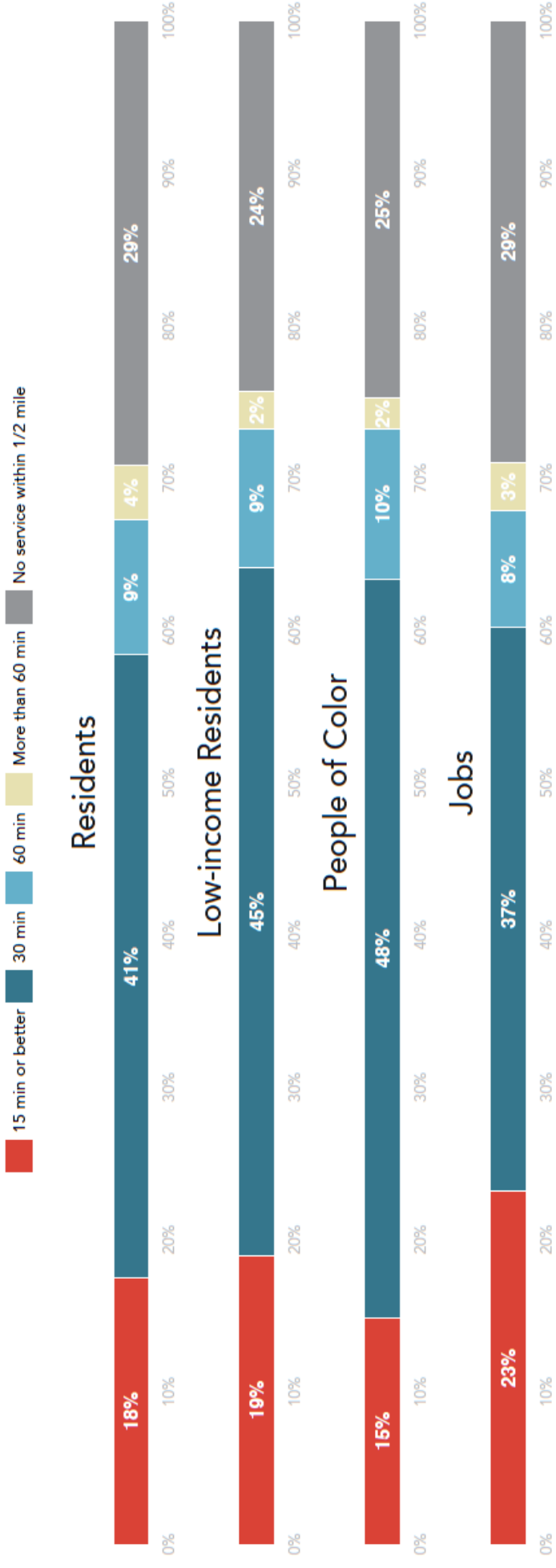
- Overall population and jobs near service would stay the same.
- **Nearly 100,000 residents and 40,000 jobs** near service that runs:
  - every 15 minutes in the daytime
  - every 30 minutes after 9 PM to midnight
  - seven days per week.

**15.12**

# Weekday Daytime Coverage March 2024

## Phase 1 - March 2024: Proximity to transit on a Weekday at noon

In the urbanized areas of Santa Cruz County, what percentage of people and jobs are within 1/2 mile walk of service that comes every



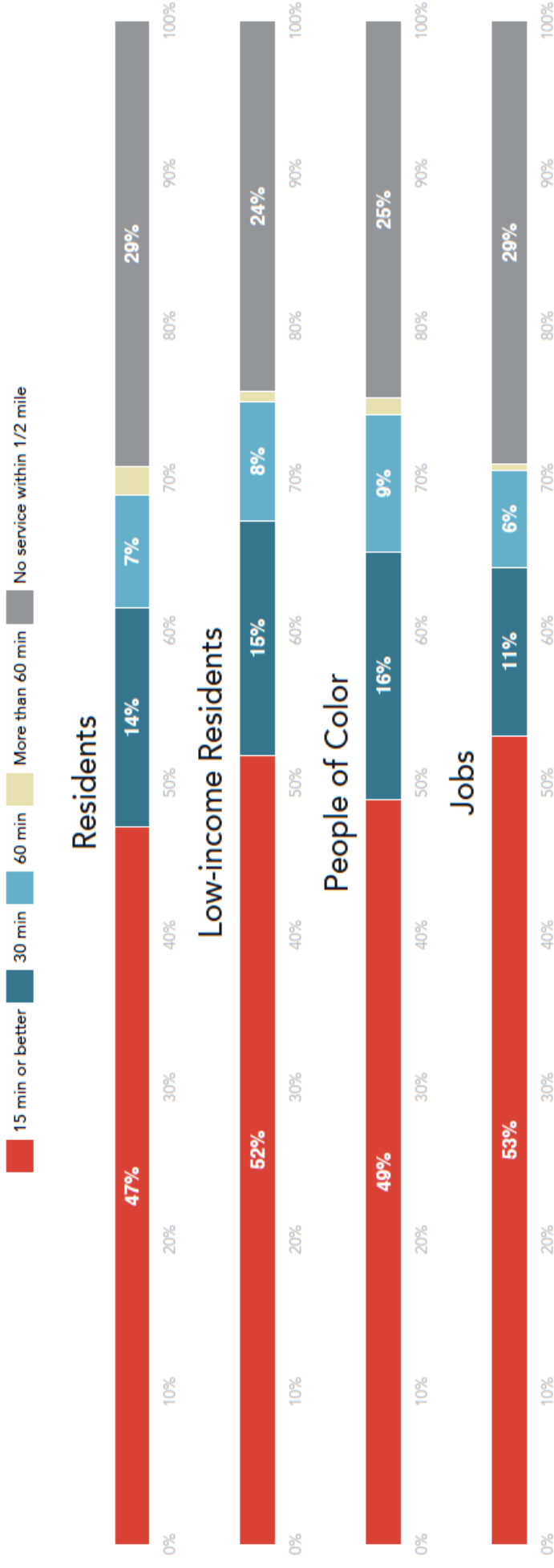
Note: Proximity is measured as being located within 1/2 mile of a bus stop.  
"Urbanized areas" means Census block groups with a population density at or above 1,000 residents per sq.mi or 1,000 jobs per sq.mi



# Weekday Daytime Coverage Proposed

## Draft Phase 2 - September 2024: Proximity to transit on a Weekday at noon

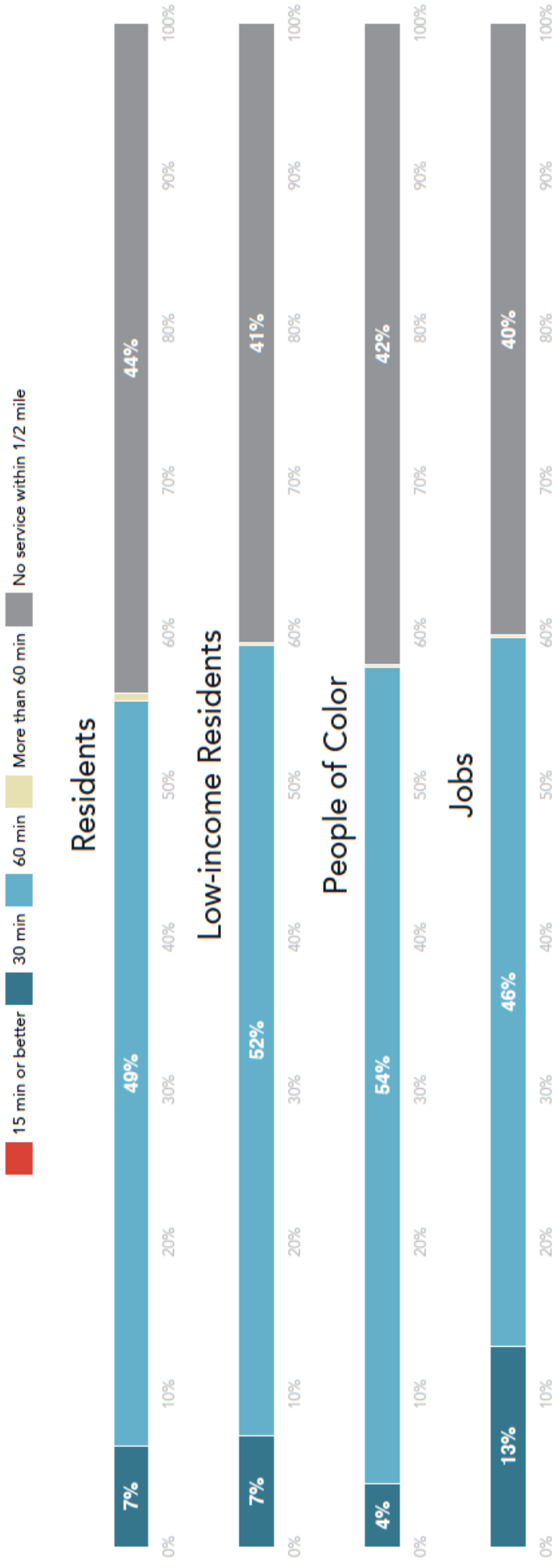
In the urbanized areas of Santa Cruz County, what percentage of people and jobs are within 1/2 mile walk of service that comes every



Note: Proximity is measured as being located within 1/2 mile of a bus stop.  
"Urbanized areas" means Census block groups with a population density at or above 1,000 residents per sq.mi or 1,000 jobs per sq.mi

# Sunday Evening Coverage March 2024

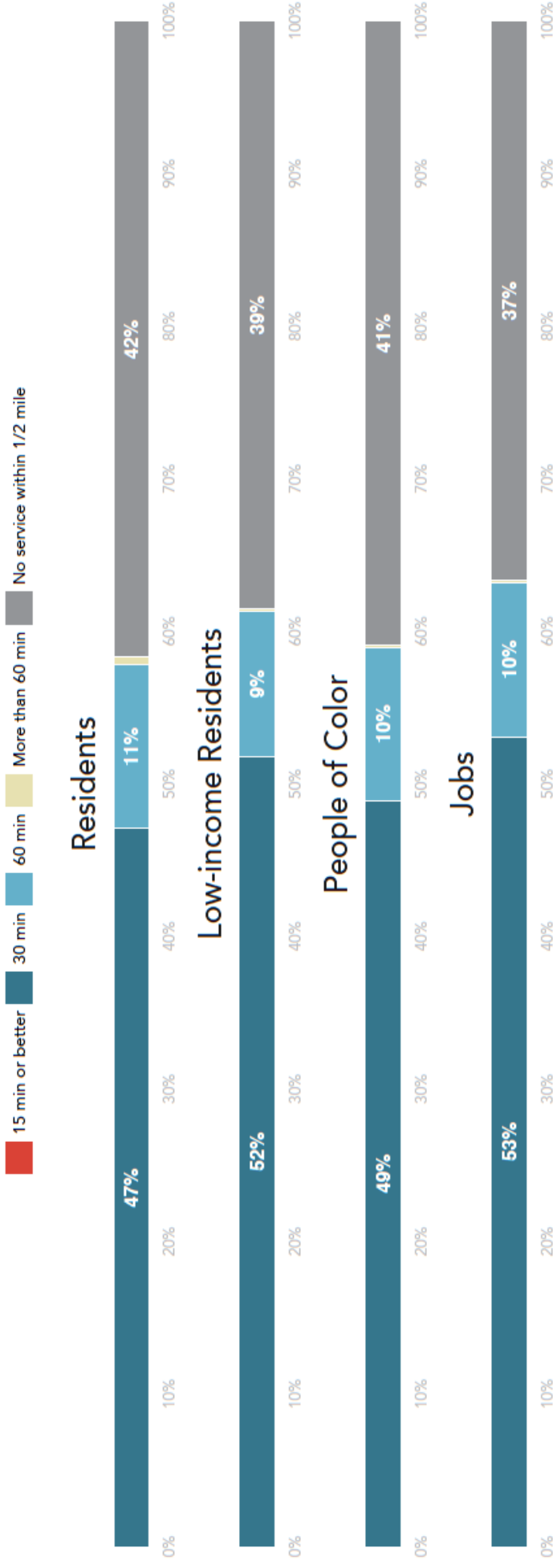
Phase 1 - March 2024: Proximity to transit on a Weekend at 9:00 pm  
In the urbanized areas of Santa Cruz County, what percentage of people and jobs are within 1/2 mile walk of service that comes every



Note: Proximity is measured as being located within 1/2 mile of a bus stop.  
"Urbanized areas" means Census block groups with a population density at or above 1,000 residents per sq.mi or 1,000 jobs per sq.mi

# Sunday Evening Coverage Proposed

Draft Phase 2 - September 2024: Proximity to transit on a Weekend at 9:00 pm  
In the urbanized areas of Santa Cruz County, what percentage of people and jobs are within 1/2 mile walk of service that comes every



Note: Proximity is measured as being located within 1/2 mile of a bus stop.  
"Urbanized areas" means Census block groups with a population density at or above 1,000 residents per sq.mi or 1,000 jobs per sq.mi

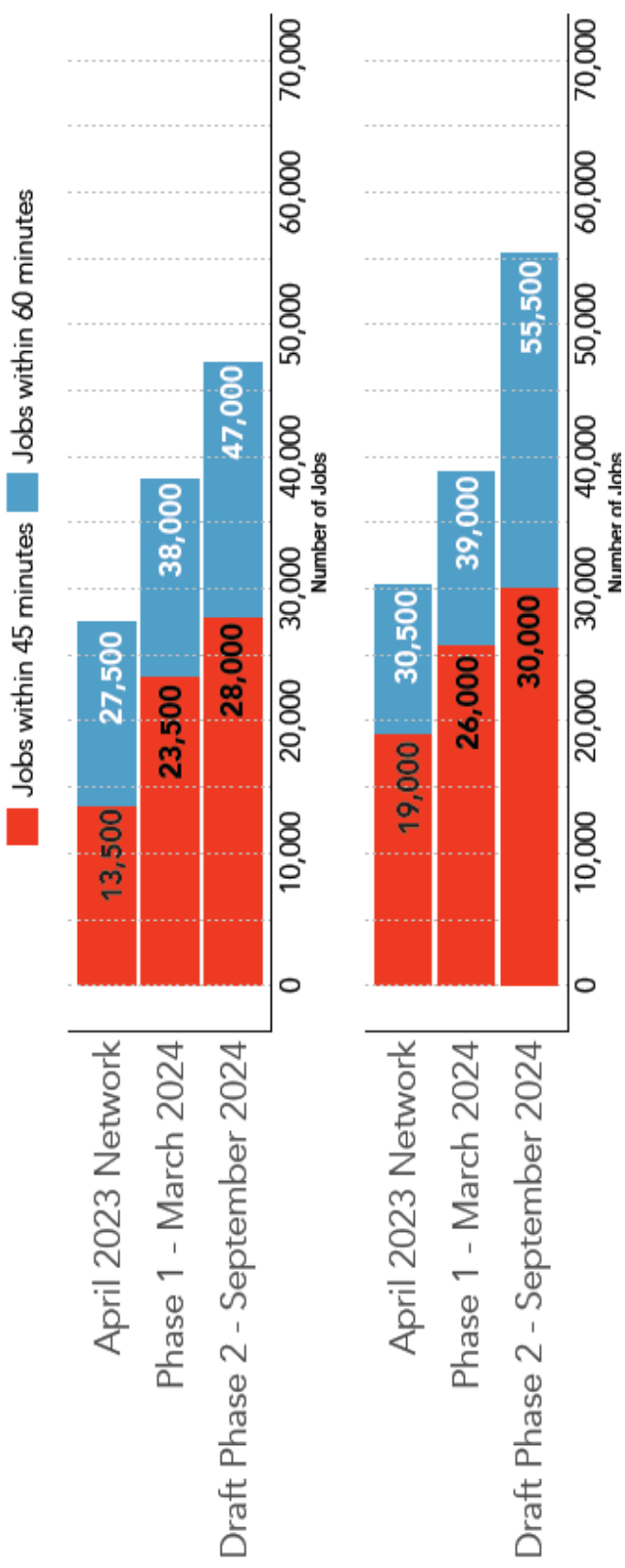


Getting people to more places,  
in less time

15.17

# Overall, more people would be able to reach more places, in less time.

## Number of jobs accessible by transit within 45 and 60 minutes for...



...the average person:

...the average low-income person:

# How do we measure access to destinations?

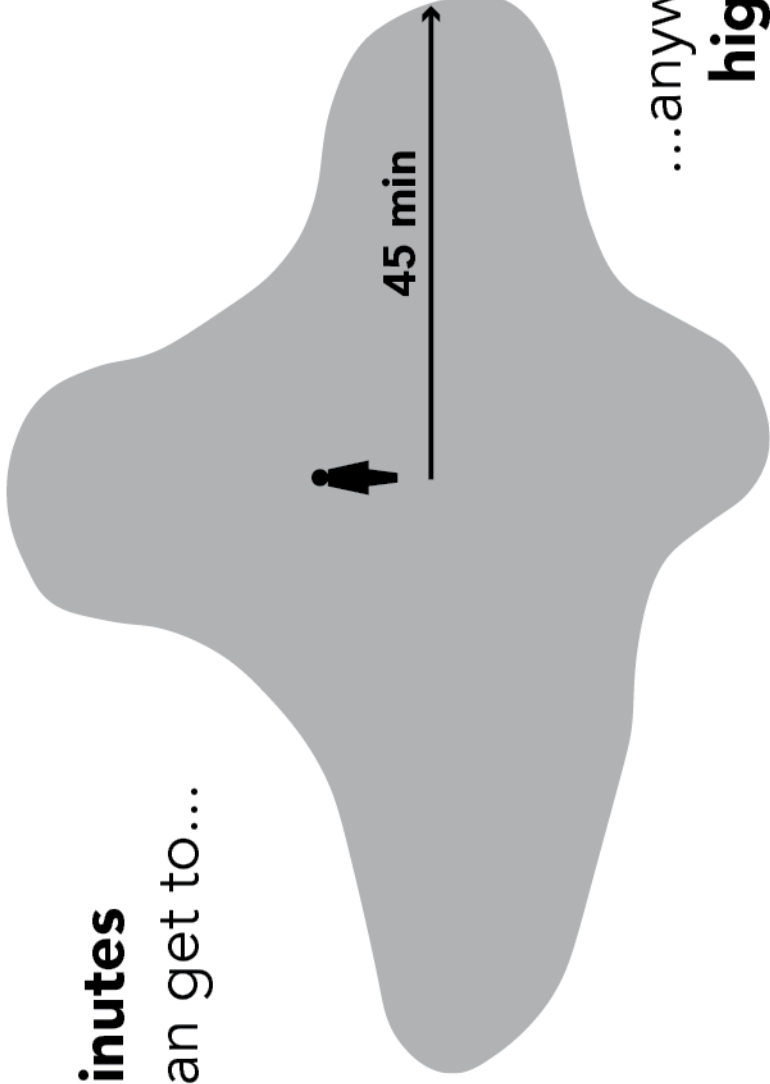
Here is a person.





# How do we measure access to destinations?

In **45 minutes**  
she can get to...

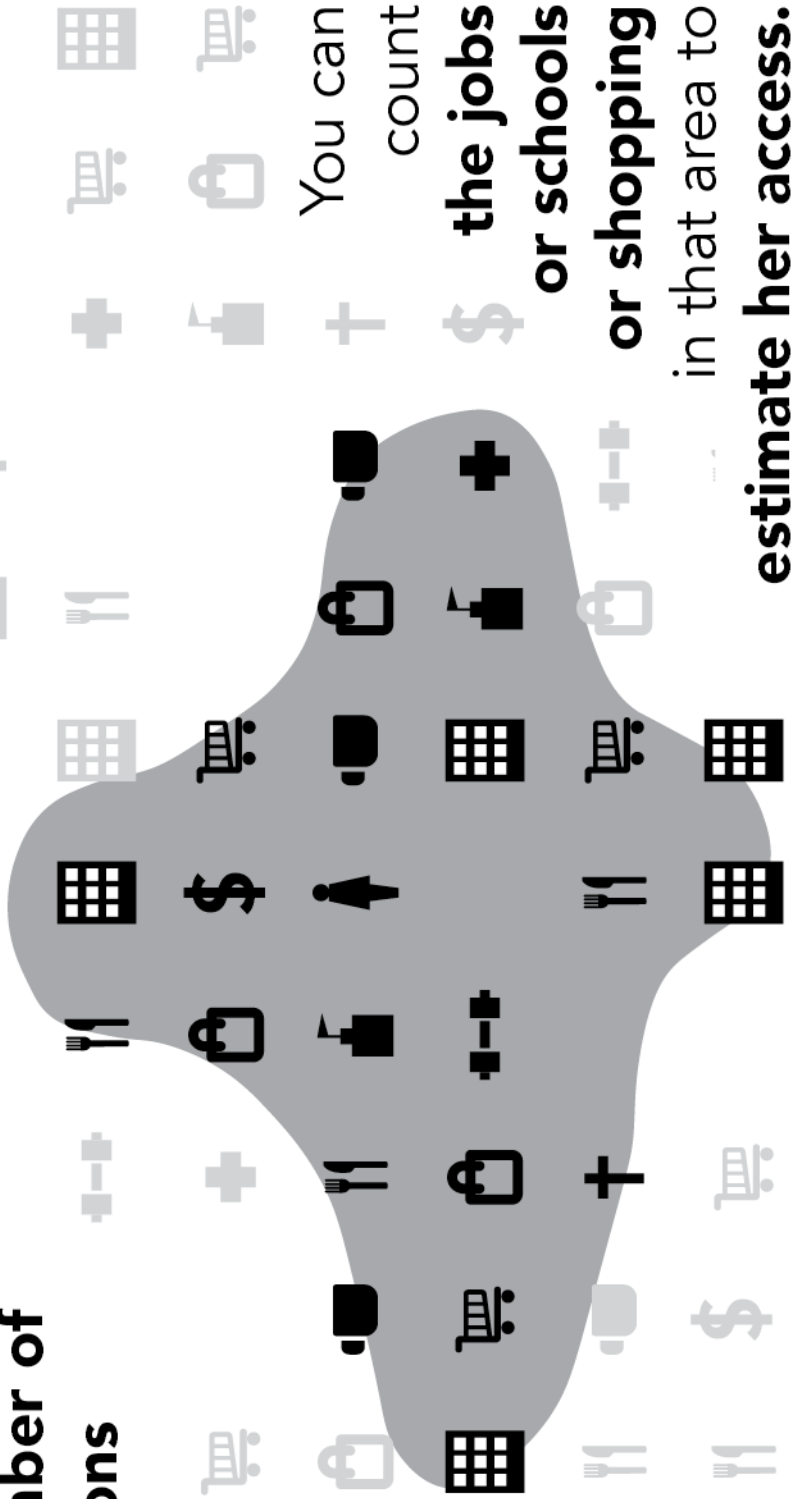


**15.21** ...anywhere in the **highlighted area.**



# How do we measure access to destinations?

Her **access to destinations** is the **number of destinations in that area.**

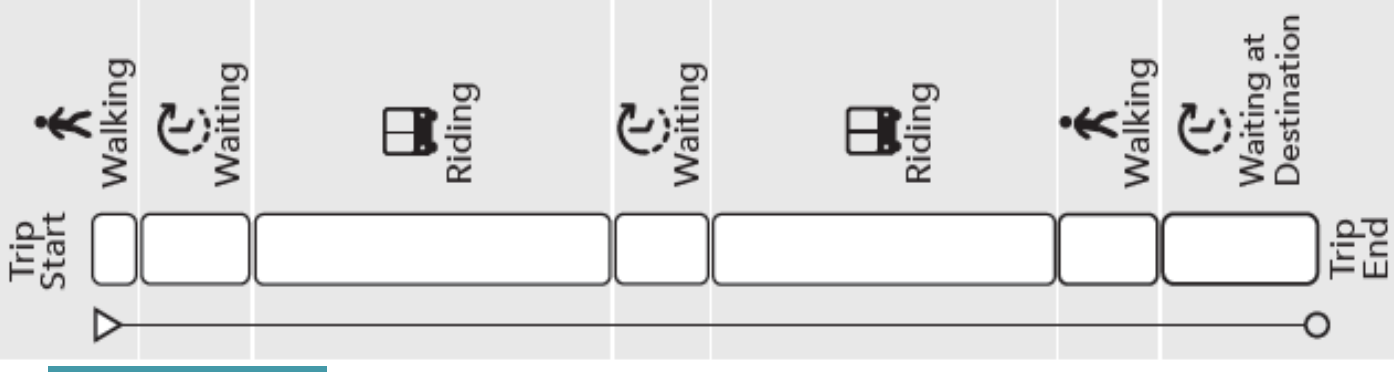


# On transit, travel time includes every part of your trip!

Travel times presented here are **door-to-door**. They include:

- **Walking** to and from bus stops
- **Waiting** for the bus
- **Riding** on the bus
- **Transferring** between buses, if necessary

15.23



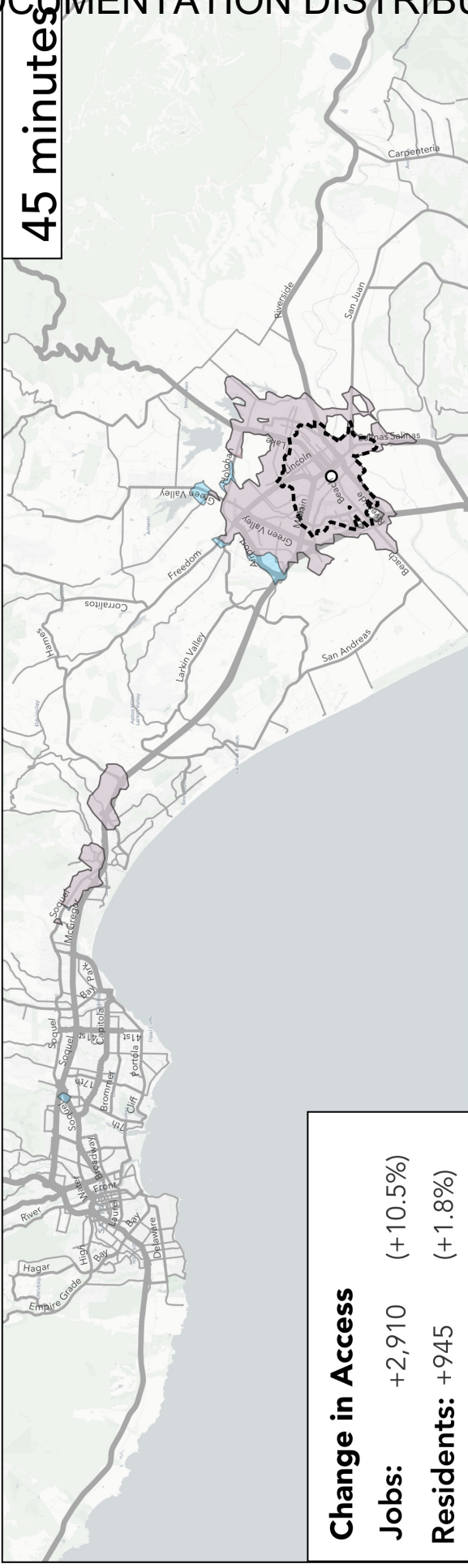
# How would access improve?

- Reliable access to Watsonville Community Hospital within 45 minutes
- Access to most of Downtown Santa Cruz, east Santa Cruz, Capitola Village, and part of Live Oak within 60 minutes

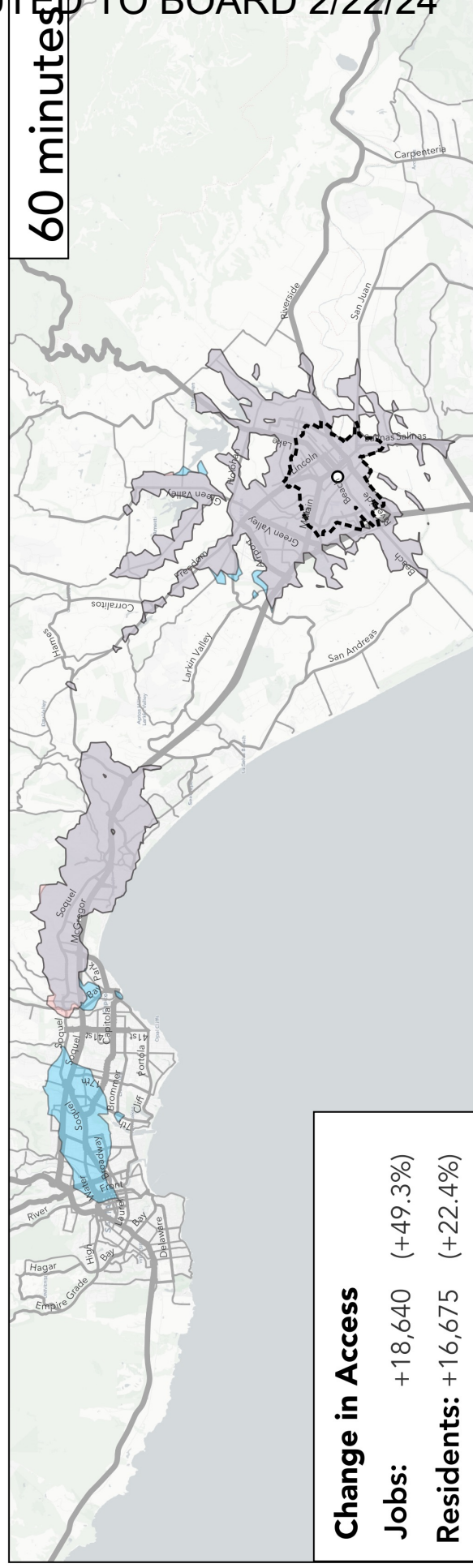
## Draft Phase 2 - September 2024

How far can I travel from Downtown Watsonville

in a reasonable amount of time?



45 minutes



60 minutes

# How would access improve?

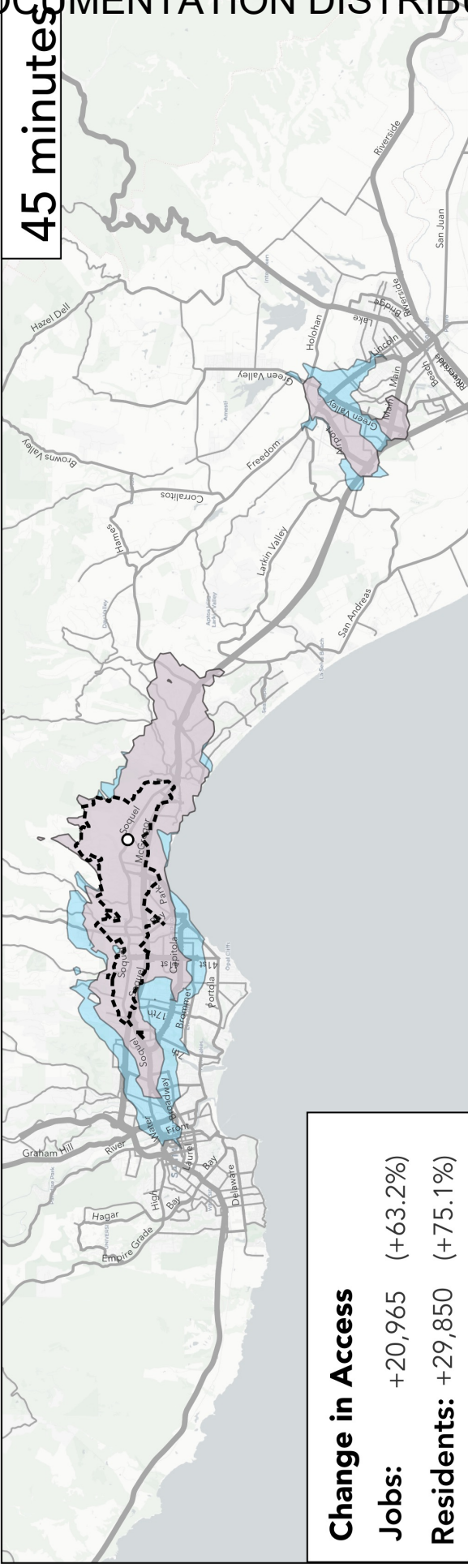
- Access to more of Watsonville, Live Oak and east Santa Cruz within 45 minutes
- Access to west Santa Cruz within 60 minutes

15.25

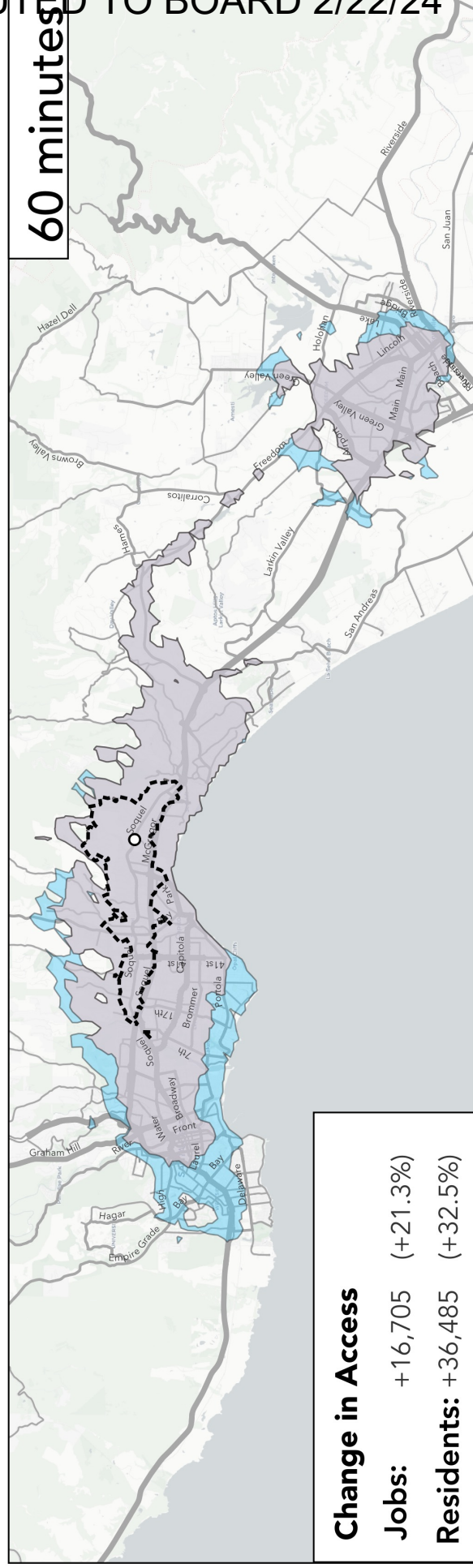
## Draft Phase 2 - September 2024

How far can I travel from Cabrillo College

in a reasonable amount of time?



<b>Change in Access</b>	
<b>Jobs:</b>	+20,965 (+63.2%)
<b>Residents:</b>	+29,850 (+75.1%)



<b>Change in Access</b>	
<b>Jobs:</b>	+16,705 (+21.3%)
<b>Residents:</b>	+36,485 (+32.5%)

# How would access improve?

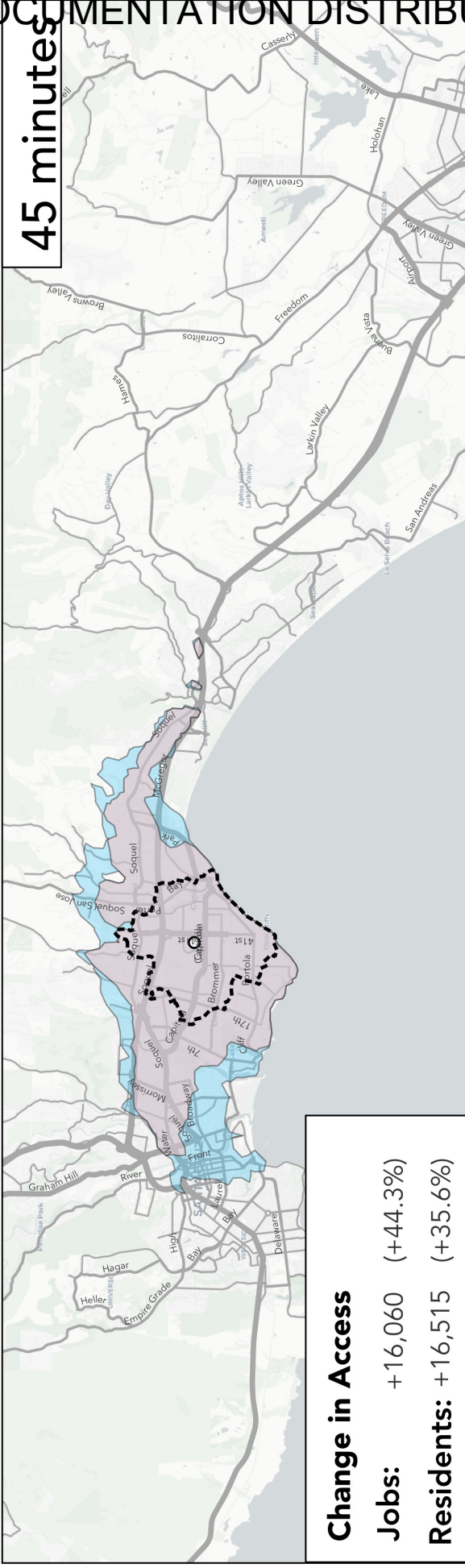
- Access to Downtown Santa Cruz, all of Live Oak and Capitola, and nearly all of east Santa Cruz within 45 minutes

- Access to west Santa Cruz, UCSC and part of Watsonville within 60 minutes

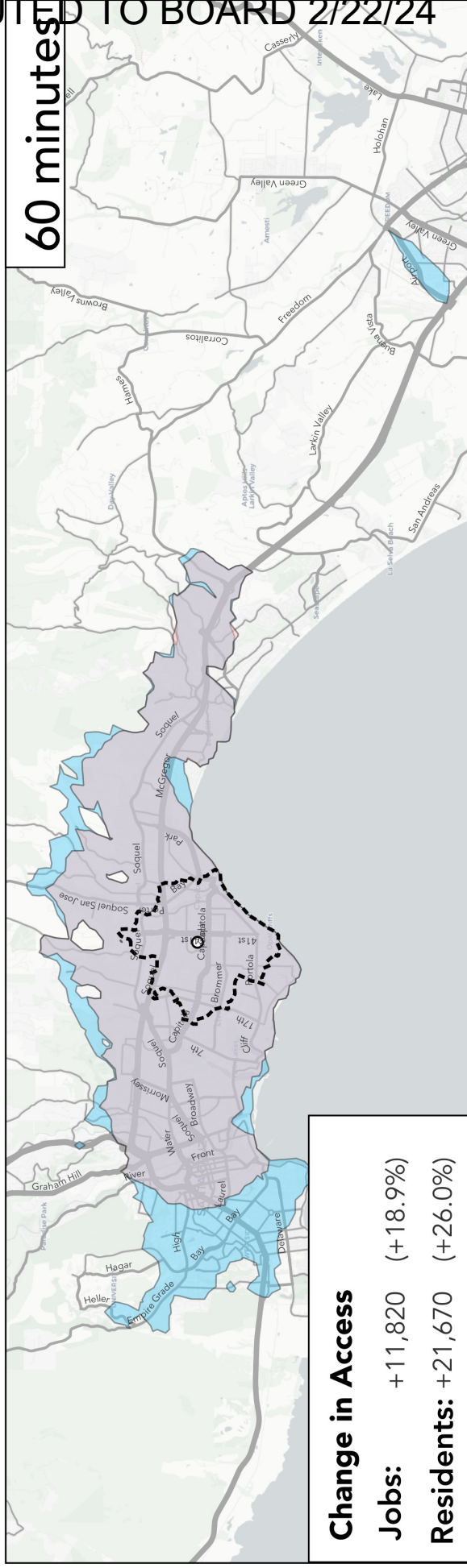
**15.26**

## Draft Phase 2 - September 2024

How far can I travel from Capitola Mall (Capitola Rd & 41st) in a reasonable amount of time?



<b>Change in Access</b>	
<b>Jobs:</b>	+16,060 (+44.3%)
<b>Residents:</b>	+16,515 (+35.6%)



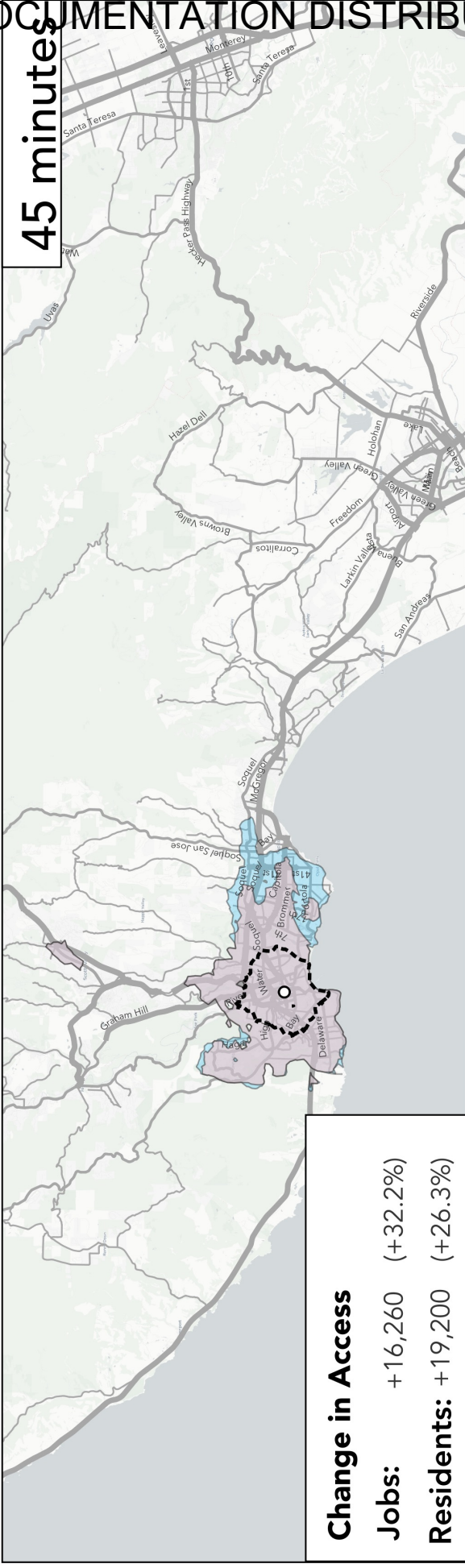
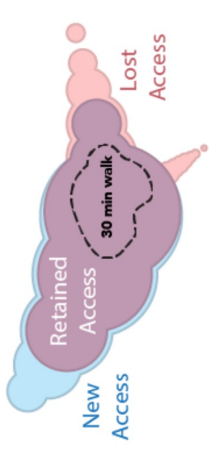
<b>Change in Access</b>	
<b>Jobs:</b>	+11,820 (+18.9%)
<b>Residents:</b>	+21,670 (+26.0%)

# How would access improve?

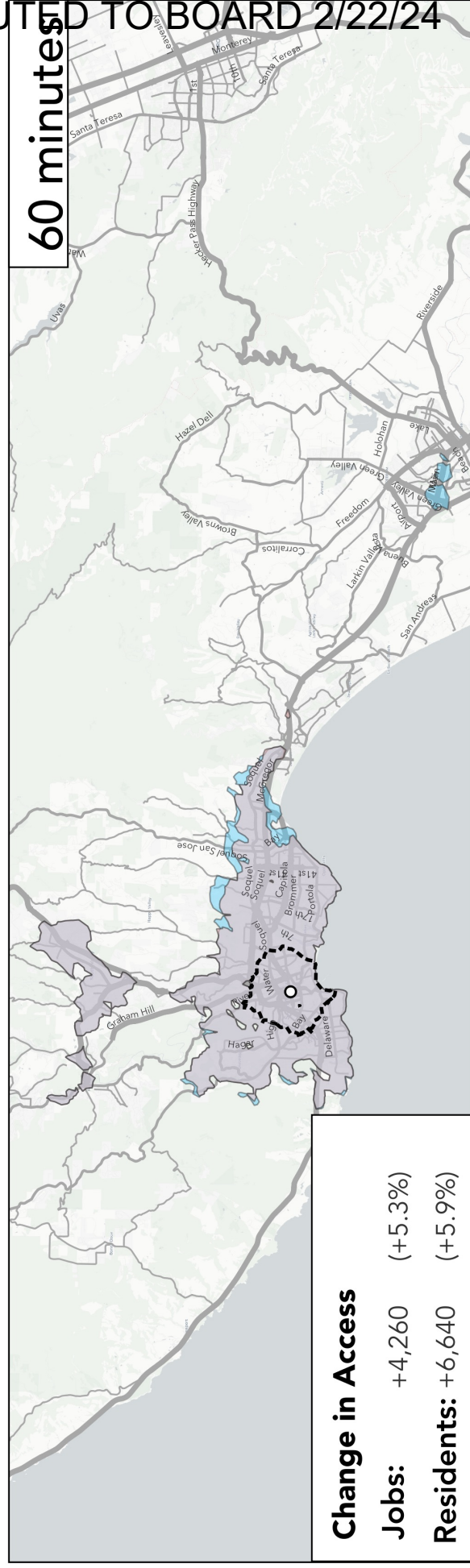
- Increased access to Live Oak, Soquel and parts of Capitola in 45 minutes.
- Parts of Watsonville reachable within 60 minutes.

## Draft Phase 2 - September 2024

### How far can I travel from Downtown SC (Soquel Ave & Pacific) in a reasonable amount of time?



<b>Change in Access</b>		
<b>Jobs:</b>	+16,260	(+32.2%)
<b>Residents:</b>	+19,200	(+26.3%)



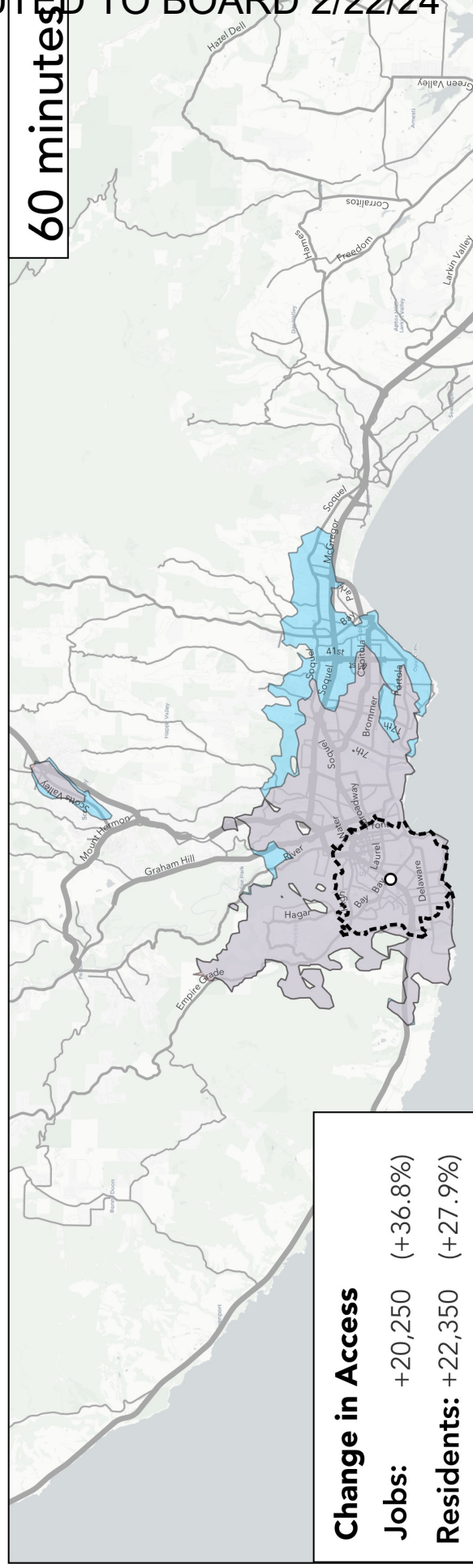
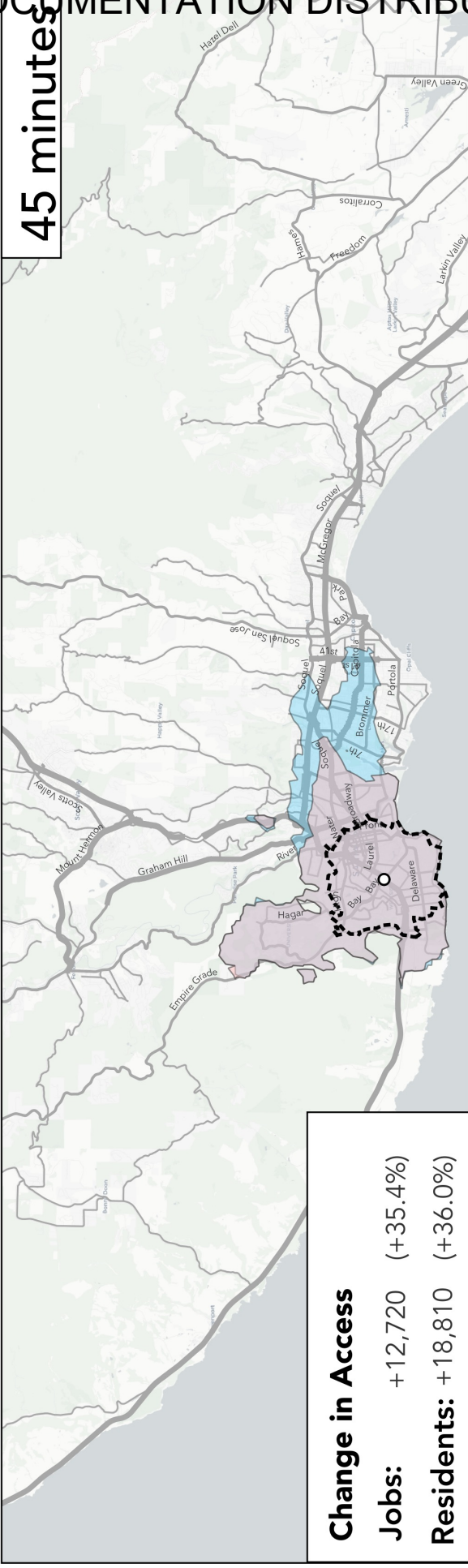
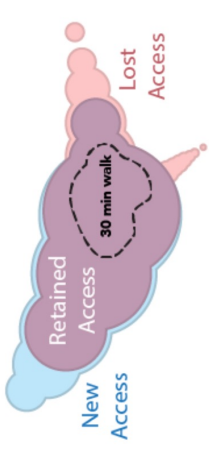
<b>Change in Access</b>		
<b>Jobs:</b>	+4,260	(+5.3%)
<b>Residents:</b>	+6,640	(+5.9%)

# How would access improve?

- Improved east-west connections, due to frequent service on Water Street

## Draft Phase 2 - September 2024

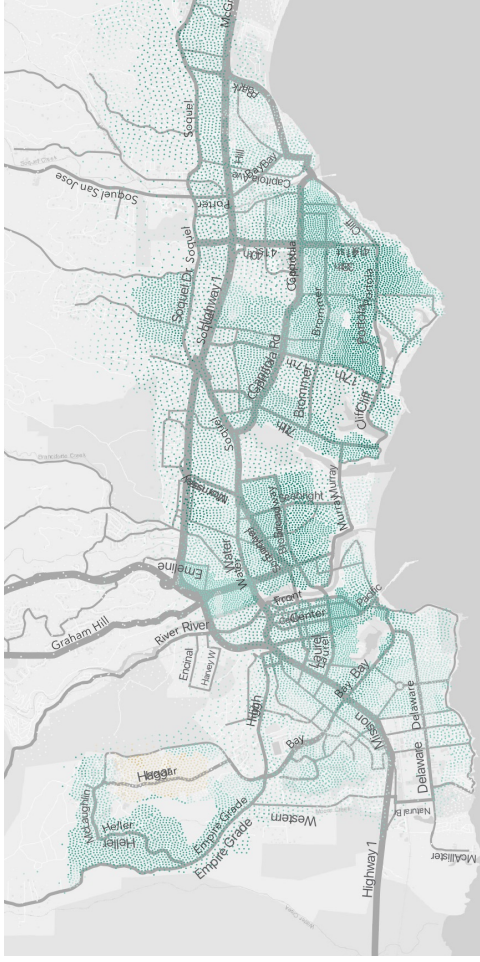
How far can I travel from West SC (Bay & Mission) in a reasonable amount of time?



# Overall Access Change – 45 minutes

**67% of residents live in areas where access to jobs would increase within 45 minutes.**

The average resident could reach 19% more jobs (+4,500).

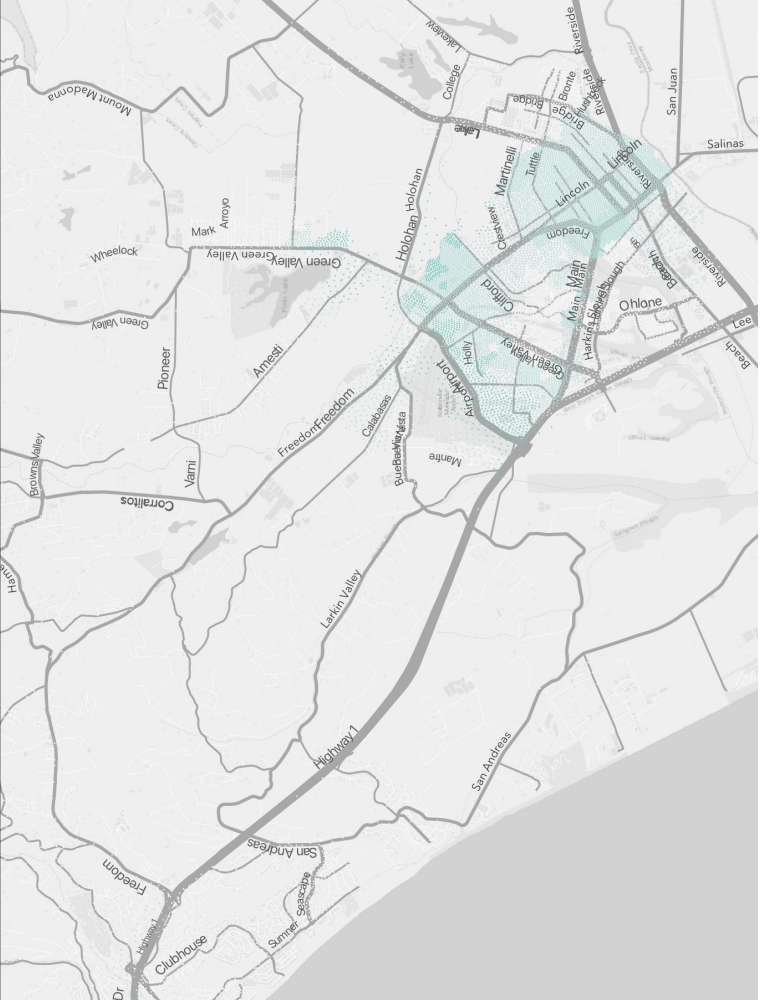
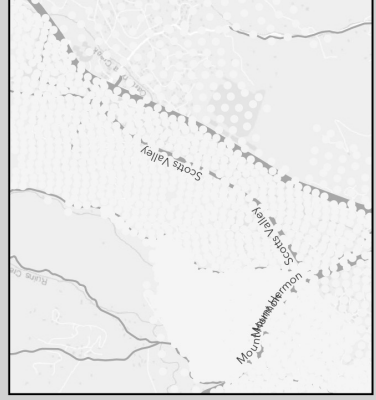


**Santa Cruz METRO**  
**Access to Jobs Within 45 Minutes**  
 Change on Weekdays in the Daytime

Each dot represents about 25 residents.

Residents with access to **fewer jobs** | Residents with access to **more jobs**

● -20K ● -10K ● -5K ● -1K ● +1K ● +5K ● +10K ● +20K

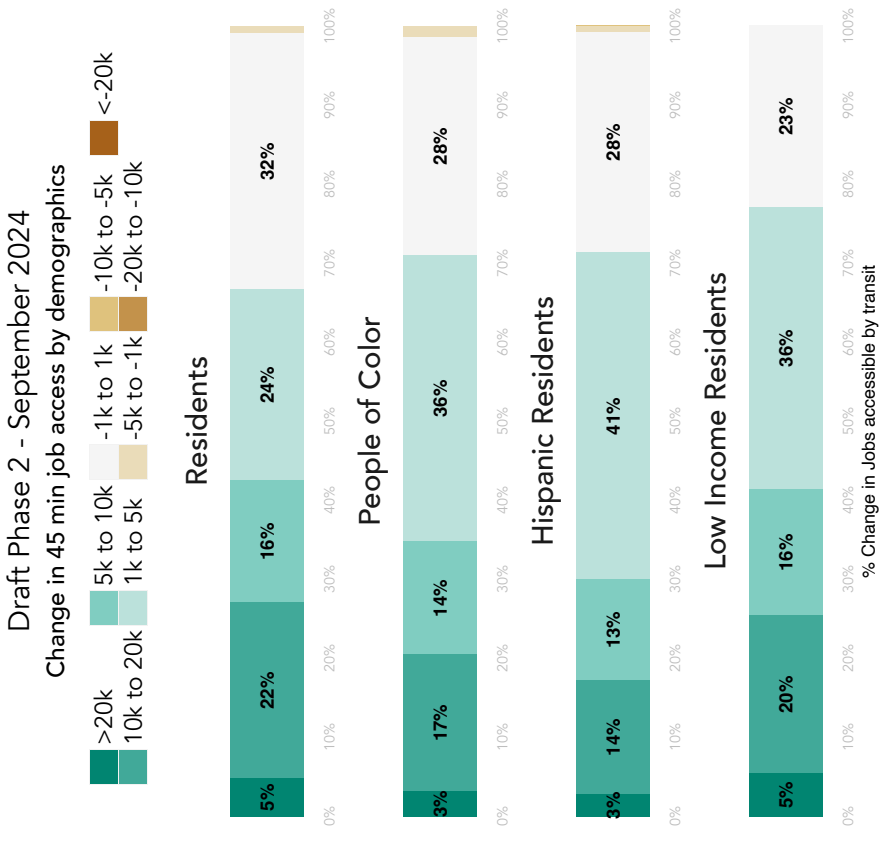




# Equity – within 45 minutes

- **Low income** residents benefit at similar or higher rates than other residents.

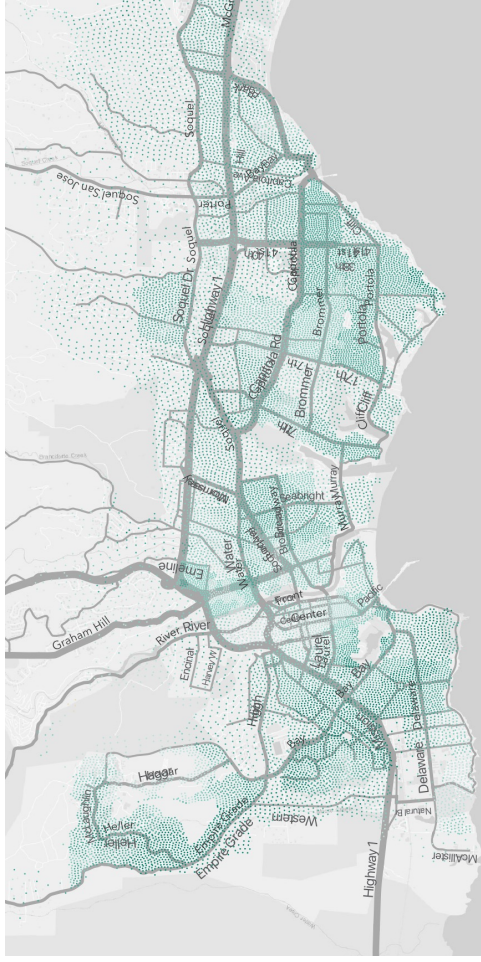
- **People of Color** and **Hispanic** residents are more likely to live in areas with access gains (70%), but less likely to live in areas with large gains.



# Overall Access Change – 60 minutes

**77% of residents live in areas where access to jobs would increase within 60 minutes.**

**The average resident could reach 23% more jobs (+8,900).**

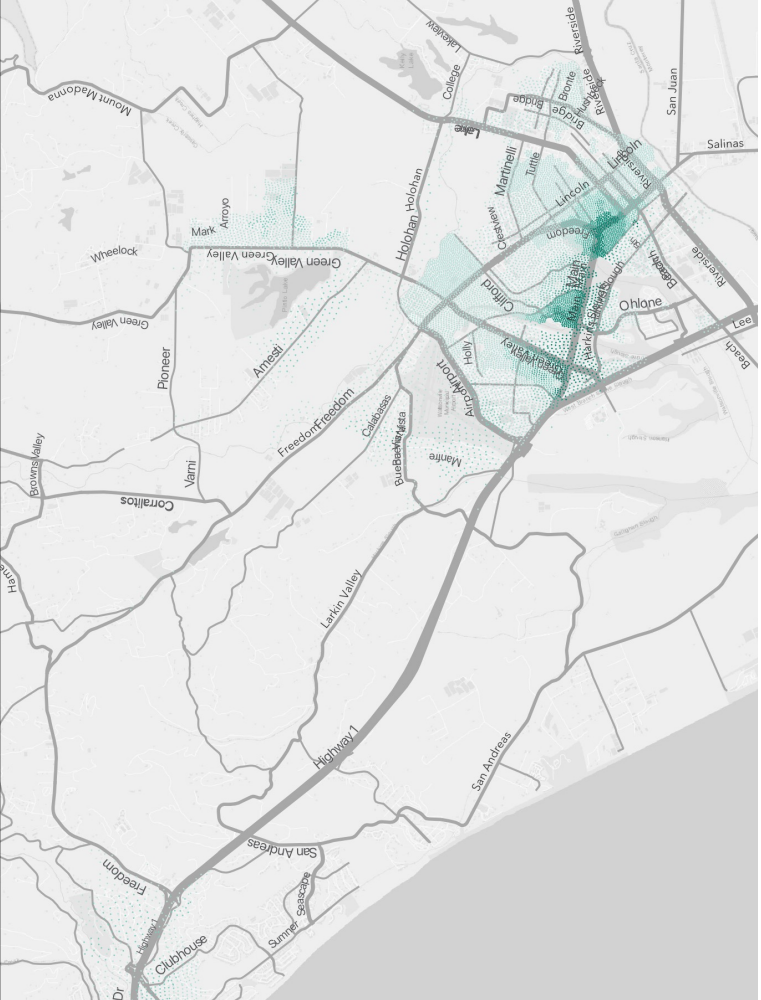
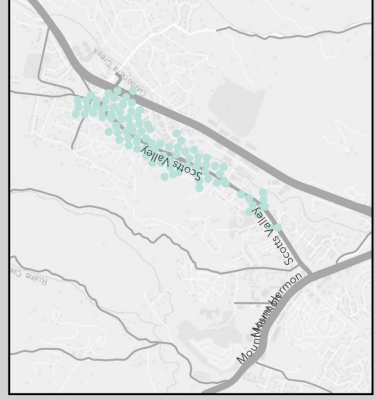


**Santa Cruz METRO**  
**Access to Jobs Within 60 Minutes**  
 Change on Weekdays in the Daytime

Each dot represents about 25 residents.

Residents with access to **fewer jobs** (left side of legend):  
 -20K (dark brown), -10K (medium brown), -5K (light brown), -1K (tan), +1K (light green), +5K (medium green), +10K (dark green), +20K (darkest green)

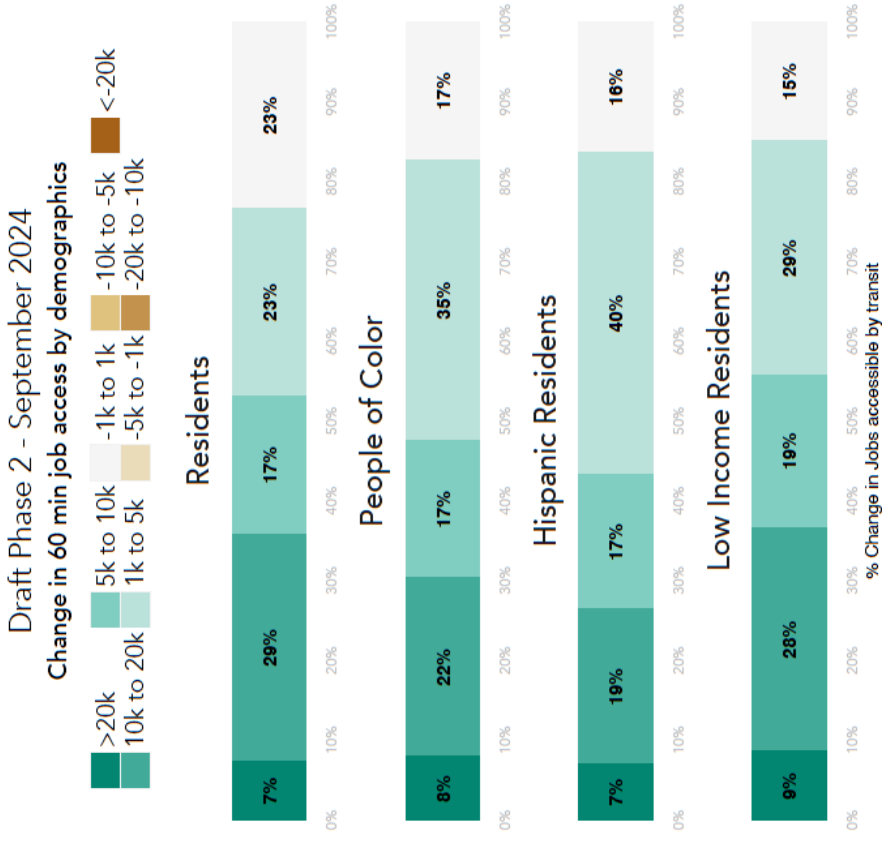
Residents with access to **more jobs** (right side of legend):  
 +1K, +5K, +10K, +20K



# Equity – within 60 minutes

- **Low income** residents benefit at similar or higher rates than other residents.

- **People of Color** and **Hispanic** residents are more likely to live in areas with access gains (83%), but less likely to live in areas with large gains.





# Proposed Network Changes Detail by Area

**15.33**

# West of Cabrillo College

March 2024

15.34



# West of Cabrillo College - Proposed

## Frequent East-West Service

- Route 1 combined with Route 18.
- Route 2 combined with Route 19.
- Routes 1 and 2 end at Cabrillo College.

## Regional Express Service

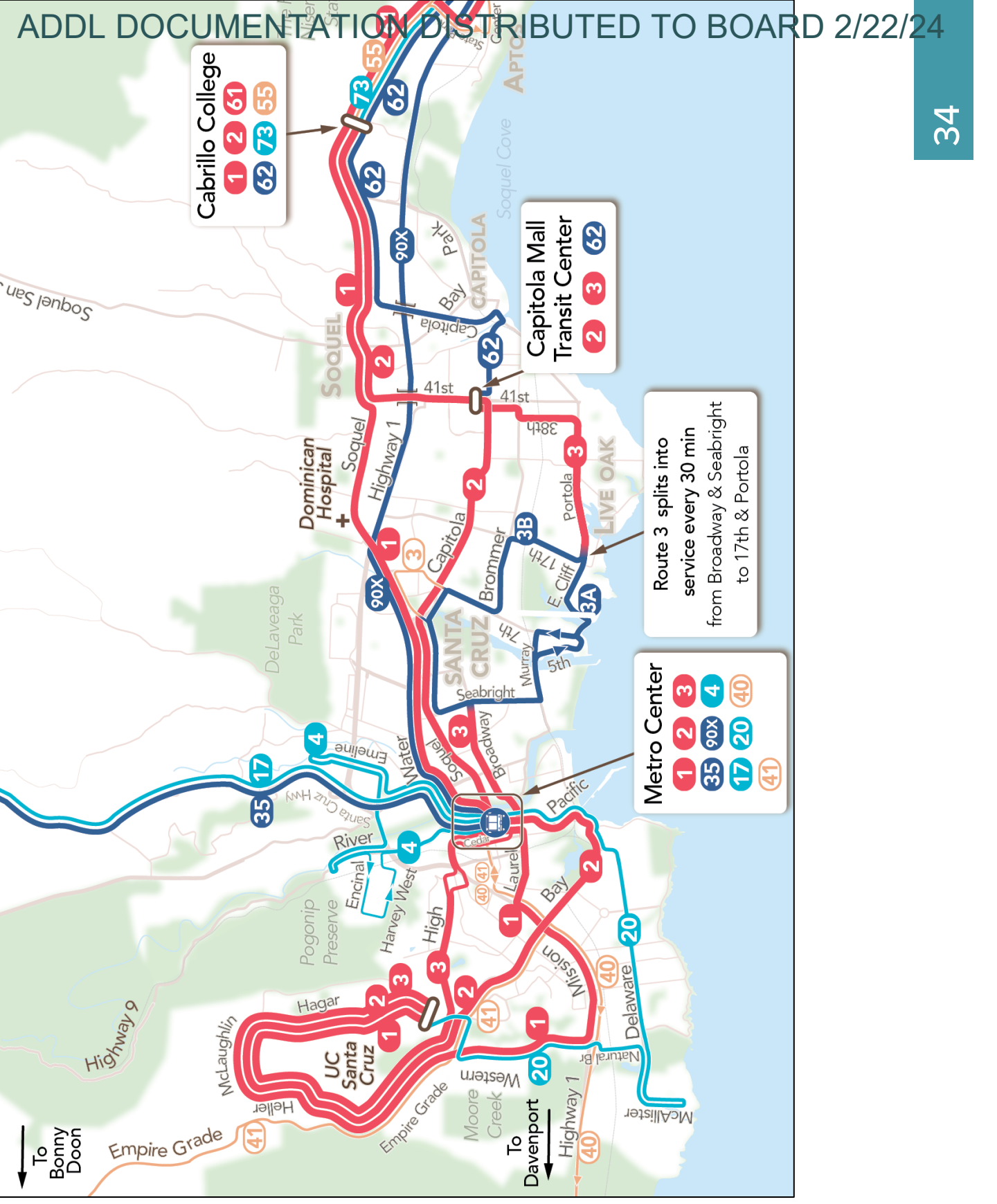
- Route 90X all-day, every 30 minutes.
- Route 17 non-stop to San Jose, every 60 minutes.

## Two-Way Service at UCSC

- Routes 1, 2 and 3.

## Also:

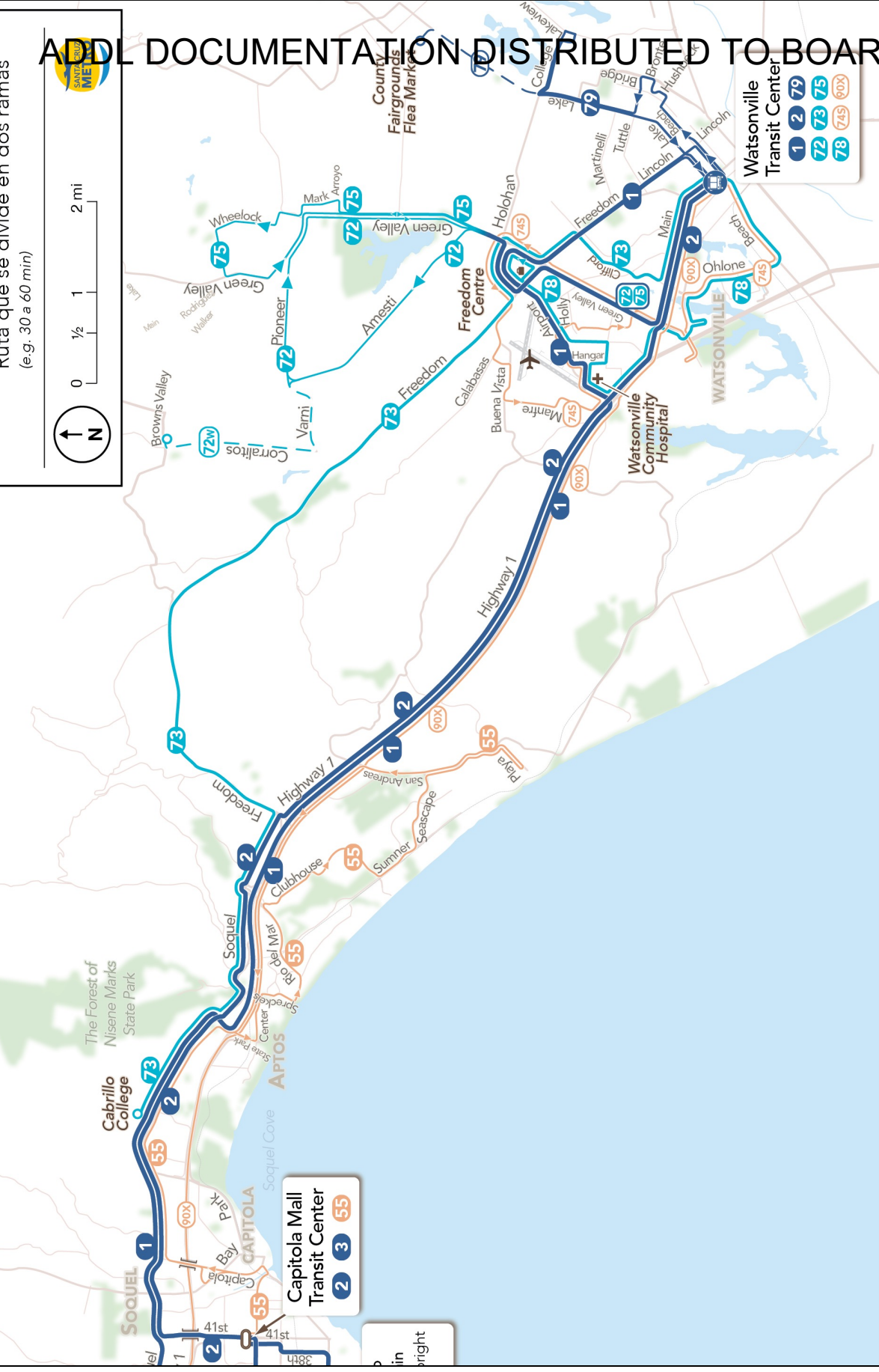
- Route 4 as a two-way loop.
- Route 20 shortened.
- Route 62 every 30 minutes in Capitola Village.



# East of Cabrillo College

March 2024

15.36



ADDITIONAL DOCUMENTATION DISTRIBUTED TO BOARD 2/22/24

Ruta que se divide en dos ramas  
(e.g. 30 a 60 min)

# East of Cabrillo College - Proposed

## All-Day Express Service

- Route 90X all-day, every 30 minutes.

## Frequent Local Service

- Route 61 every 15 minutes, seven days per week.

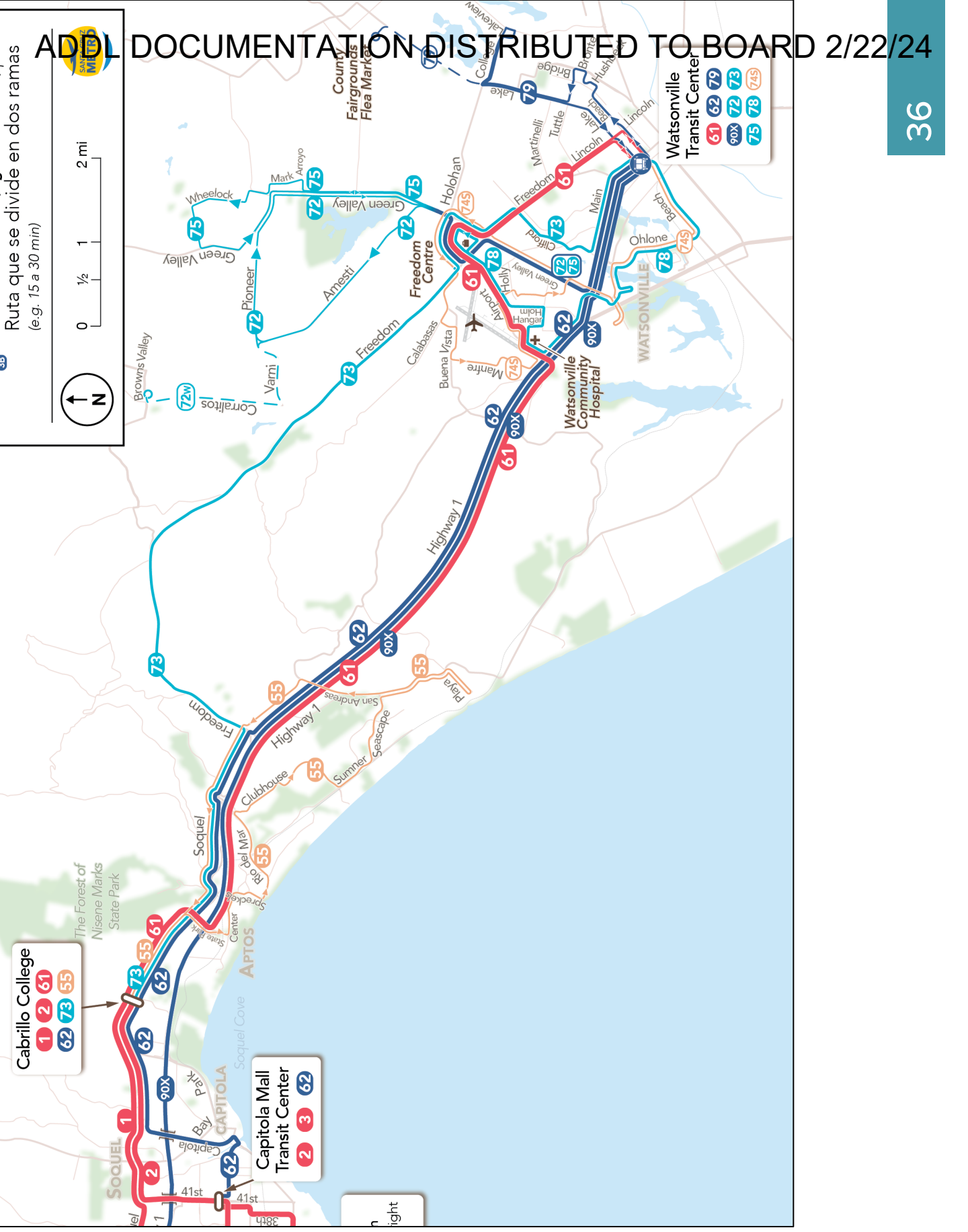
## East-West Route Change

- Route 61 replaces Route 1, to Cabrillo College.
- Route 62 replaces Route 2, to Capitola Mall.

## Also:

- Route 55 serves Aptos Village, ends at Cabrillo College.

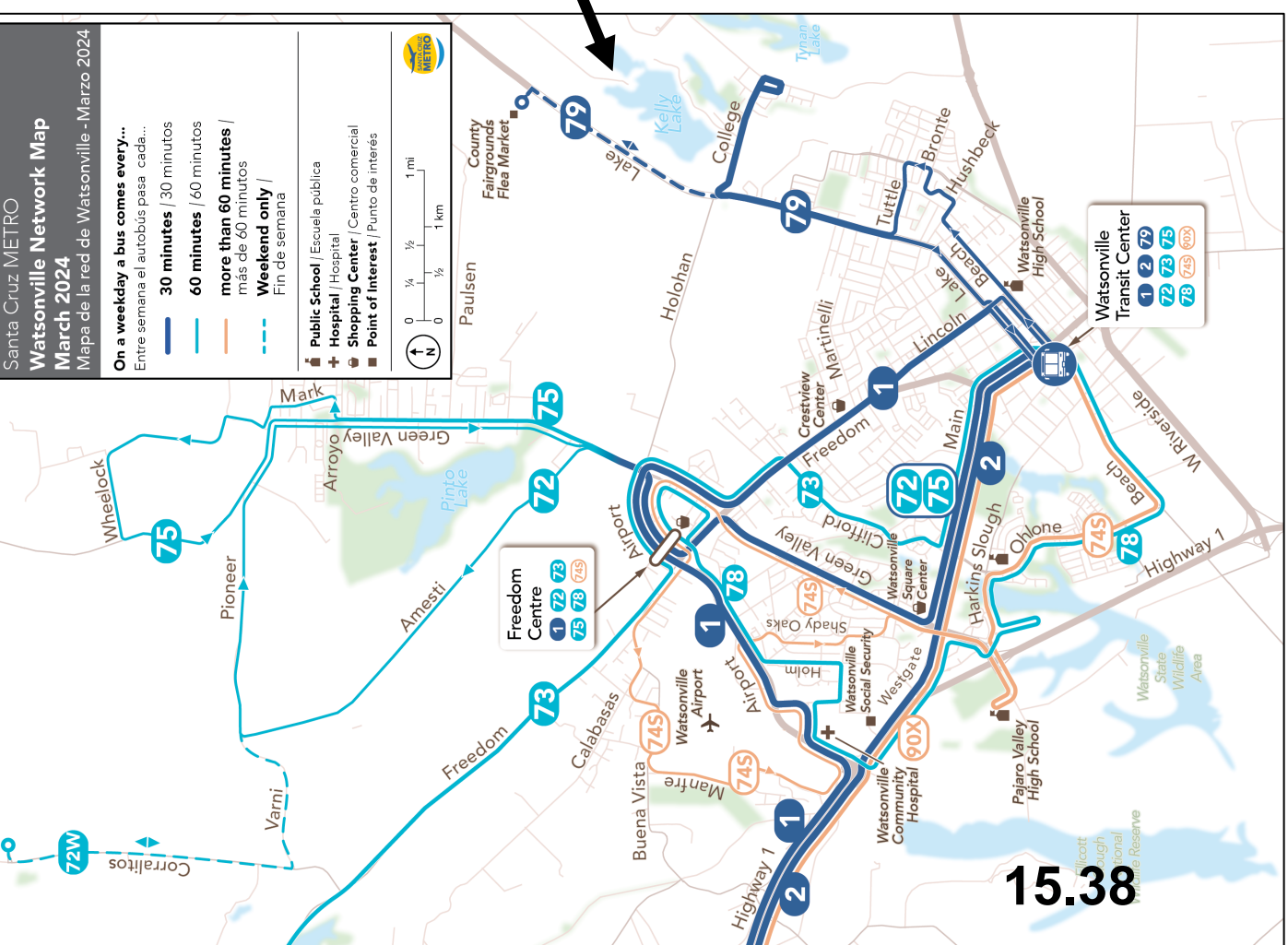
15.37





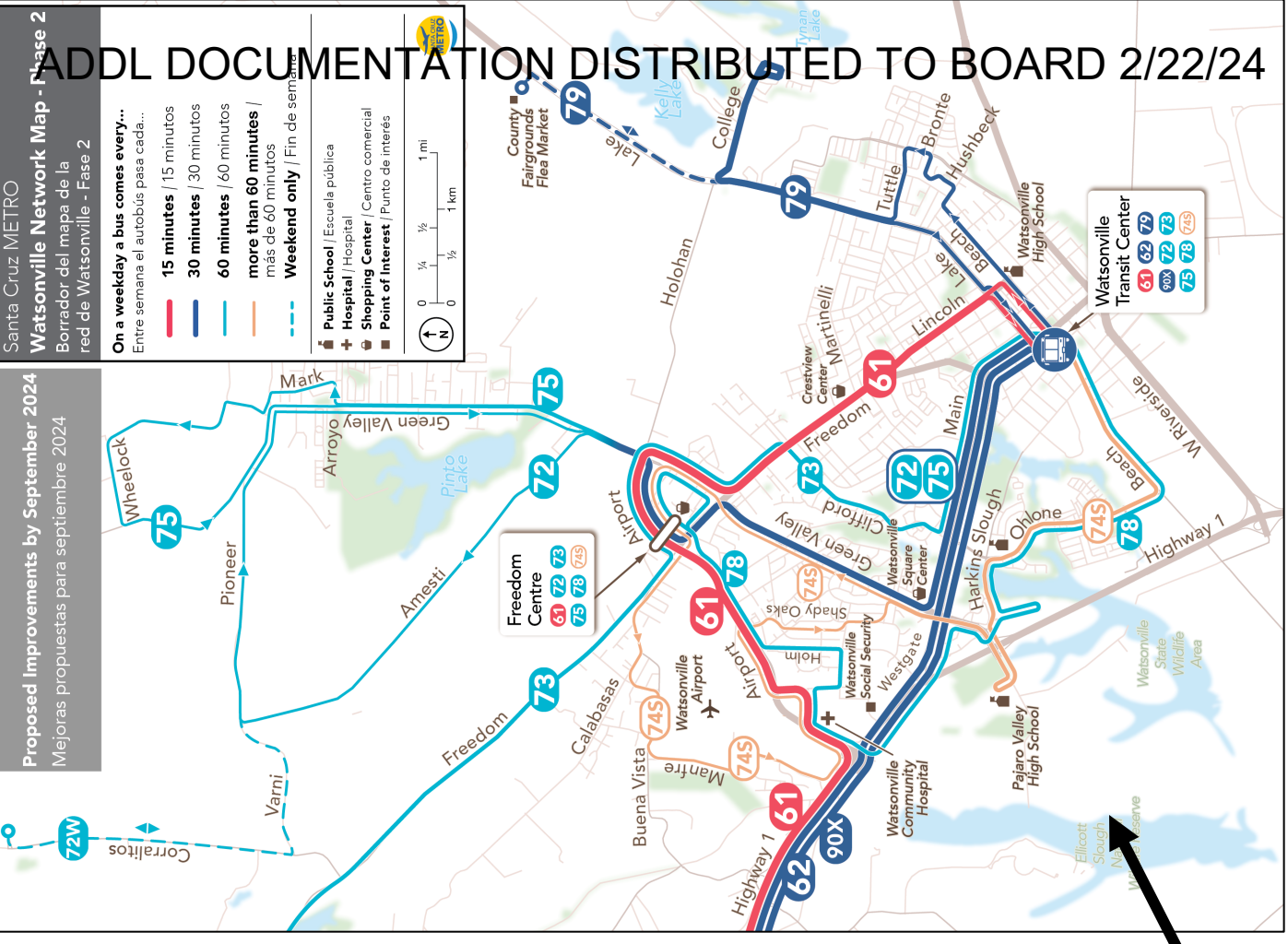
# Watsonville

## Detail



**March 2024**

**Proposed Sep. 2024**



**Proposed Improvements by September 2024**  
Mejoras propuestas para septiembre 2024

**Watsonville Network Map - Phase 2**  
Borrador del mapa de la red de Watsonville - Fase 2

**ADDL DOCUMENTATION DISTRIBUTED TO BOARD 2/22/24**

15.38





# How to Provide Input

**15.41**

# Outreach Meetings

- Public Meetings - In-Person and Online
  - **Tuesday, 2/20, 5:30 PM: Watsonville**, Watsonville Civic Plaza, Community Room A, 275 Main St, floor 6
  - **Wednesday, 2/21, 5:30 PM: Santa Cruz**, London Nelson Community Center, Room 7, 301 Center St
  - **Thursday, 2/22, 12:00 PM: Watsonville**, Watsonville Civic Plaza, Community Room A, 275 Main St floor 6, Watsonville
- Register to participate **online** at:

<https://www.scmtd.com/reimagineMETRO>

15.42

# Let us know what you think!

- Do you agree with the overall direction of change?
- In the areas that matter to you, would the proposed change make things better or worse?
- Should METRO do anything differently than what's been proposed?

15.43

**Find out more and take the survey at:**  
[scmtd.com/reimaginemetro](https://scmtd.com/reimaginemetro)

# Next Steps

- March 22<sup>nd</sup>: **Board presentation and direction** on a preferred network for coming service changes.
- June and September: Service changes.

METRO will also be developing recommendations for long-term improvements to the network over the course of April and May.

15.44



Thank you!

**Project Website**

<https://www.scmttd.com/ReimagineMETRO>

**15.45**



VERBAL PRESENTATION

INTERIM CEO/GM ORAL REPORT

Daniel Zaragoza

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