



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
BOARD OF DIRECTORS AGENDA
REGULAR MEETING
JUNE 28, 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 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@scmttd.com. Please indicate in your email the agenda item to which your comment applies. Comments submitted before the meeting will be provided to the Directors before or during the meeting. Comments submitted after the meeting is called to order will be included in the Board's correspondence that is posted online at the Board meeting packet link. Oral public comments will also be accepted during the meeting through Zoom. 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
Director Rebecca Downing
Director Jimmy Dutra
Director Shebreh Kalantari-Johnson
Director Manu Koenig
Director Donna Lind
Director Bruce McPherson
Director Scott Newsome
Director Larry Pageler
Director Vanessa Quiroz-Carter*
Director Mike Rotkin
Ex-Officio Director Alta Northcutt
Ex-Officio Director Edward Reiskin

City of Capitola
County of Santa Cruz
City of Watsonville
City of Santa Cruz
County of Santa Cruz
City of Scotts Valley
County of Santa Cruz
City of Santa Cruz
County of Santa Cruz
City of Watsonville
County of Santa Cruz
Cabrillo College
UC Santa Cruz

*628 Crown Road, Santa Cruz

Corey Aldridge
Julie Sherman

METRO CEO/General Manager
METRO General Counsel

SECTION I: OPEN SESSION

NOTE: THE BOARD CHAIR MAY TAKE ITEMS OUT OF ORDER

1 CALL TO ORDER

2 SAFETY DEBRIEF

Gregory Strecker, Safety, Security and Risk Management Director

3 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.

4 ANNOUNCEMENTS

4.1 Today’s meeting is being broadcast by Community Television of Santa Cruz County.

4.2 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.

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.

6.1 Email dated 6/19/24 from Hayden Miller

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 MAY 2024**
Chuck Farmer, Chief Financial Officer
- 9.2 ACCEPT AND FILE:**
A. MINUTES OF APRIL 17, 2024 METRO ADVISORY COMMITTEE MEETING
B. MINUTES OF MAY 17, 2024 BOARD OF DIRECTORS MEETING
C. MINUTES OF JUNE 14, 2024 FINANCE, BUDGET AND AUDIT STANDING COMMITTEE MEETING
Corey Aldridge, CEO/General Manager
- 9.3 ACCEPT AND FILE: THE YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF MAY 31, 2024**
Chuck Farmer, Chief Financial Officer
- 9.4 ACCEPT AND FILE: THE SEMI-ANNUAL REPORT ON THE STATUS OF METRO'S DISADVANTAGED BUSINESS ENTERPRISE PROGRAM**
Chuck Farmer, DBE Liaison Officer, CFO
- 9.5 APPROVE: CONSIDERATION OF DECLARING VEHICLES AND/OR EQUIPMENT AS EXCESS FOR PURPOSES OF DISPOSAL OR AUCTION**
Chuck Farmer, Chief Financial Officer
- 9.6 APPROVE: FY25 RENEWAL OF EXCESS WORKERS' COMPENSATION INSURANCE THROUGH PUBLIC RISK INNOVATION, SOLUTIONS, AND MANAGEMENT (PRISM)**
Dawn Crummié, Human Resources Director
- 9.7 RECOMMENDED ACTION ON TORT CLAIMS**
Gregory Strecker, Safety, Security and Risk Management Director
- 9.8 ACCEPT AND FILE: RENEWAL OF LIABILITY AND VEHICLE PHYSICAL DAMAGE INSURANCE PROGRAM COVERAGE WITH CALTIP FOR FY25**
Gregory Strecker, Safety, Security and Risk Management Director
- 9.9 APPROVE: CONSIDER AUTHORIZING THE CEO/GM TO EXECUTE A GRANT AGREEMENT BETWEEN THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT AND MIDPEN HOUSING CORPORATION TO FUND CERTAIN PREDEVELOPMENT COSTS FOR THE WATSONVILLE TRANSIT CENTER - INFILL TRANSIT ORIENTED DEVELOPMENT PROJECT**
John Urgo, Planning and Development Director
- 9.10 APPROVE: AUTHORIZE THE CEO/GENERAL MANAGER TO AMEND THE CONTRACT WITH THE CENTER FOR TRANSPORTATION AND THE ENVIRONMENT (CTE) FOR CONSULTANT PROJECT MANAGEMENT AND TECHNICAL SUPPORT OF METRO'S ZERO-EMISSION BUS, HYDROGEN FUELING, AND WORKFORCE DEVELOPMENT PROJECT IN A TOTAL AMOUNT NOT TO EXCEED \$742,000**
Margo Ross, Chief Operations Officer

- 9.11 APPROVE: AUTHORIZE THE CEO/GENERAL MANAGER TO EXECUTE A CONTRACT WITH SWENSON BUILDERS IN AN AMOUNT NOT TO EXCEED \$522,193 FOR THE INSTALLATION OF AUTOMATED GATES**
Freddy Rocha, Facilities Maintenance Manager
- 9.12 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO/GENERAL MANAGER, CFO, AND GENERAL COUNSEL TO APPROVE TORT LIABILITY SETTLEMENTS UP TO \$100,000**
Julie Sherman, Legal Counsel
- 9.13 APPROVE: DELEGATION OF AUTHORITY TO THE CEO/GENERAL MANAGER TO APPROVE DESIGNS AND PLANS FOR ALL BOARD-APPROVED CAPITAL PROJECTS**
Julie Sherman, Legal Counsel
- 9.14 APPROVE: CONSIDERATION OF A RESOLUTION APPROVING THE FY24 REVISED CAPITAL BUDGET/PORTFOLIO**
Kristina Mihaylova, Finance Deputy Director
- 9.15 APPROVE: CONSIDERATION OF DESIGNATING THE SAFETY, SECURITY AND RISK MANAGEMENT DIRECTOR AS THE ALTERNATE REPRESENTATIVE TO THE CALIFORNIA TRANSIT INDEMNITY POOL (CAL TIP) BOARD OF DIRECTORS**
Corey Aldridge, CEO/General Manager
- 9.16 APPROVE: CONSIDERATION OF AUTHORIZING FUNDING FOR TWO (2) ADDITIONAL VEHICLE SERVICE WORKERS IN THE MAINTENANCE DEPARTMENT**
Margo Ross, Chief Operations Officer
- 9.17 ACCEPT AND FILE: UPDATE PROVIDED BY SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION ON ZERO EMISSION PASSENGER RAIL AND TRAIL PROJECT (ZEPRT)**
Board Chair Brown
- 9.18 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A 6TH AMENDMENT EXTENDING THE CONTRACT WITH ALLIED UNIVERSAL D/B/A FIRST ALARM SECURITY & PATROL, INC. FOR SECURITY GUARD SERVICES, INCREASING THE CONTRACT TOTAL BY \$1,200,000**
Gregory Strecker, Safety, Security and Risk Management Director
- 9.19 APPROVE: CONSIDERATION OF ADOPTION OF SANTA CRUZ METRO'S AMENDED CONFLICT OF INTEREST CODE AND APPROVAL OF THE RESOLUTION CONFIRMING THIS ACTION**
Julie Sherman, General Counsel

- 9.20 APPROVE: CONSIDERATION OF AWARD OF CONTRACT TO LNI CUSTOM MANUFACTURING, INC. FOR PURCHASE AND DELIVERY OF BUS STOP SHELTERS NOT TO EXCEED \$472,601.40**
Freddy Rocha, Facilities Maintenance Manager
- 9.21 APPROVE: CONSIDER RATIFICATION OF 2ND AMENDMENT TO THE CONTRACT WITH AVAAP U.S.A. LLC FOR SOFTWARE IMPLEMENTATION SERVICES, INCORPORATING PROJECT CHANGE REQUESTS (PCRS) #001 THROUGH #004 AND INCREASING THE CONTRACT NOT-TO-EXCEED AMOUNT BY \$222,875.00**
Chuck Farmer, Chief Financial Officer
- 9.22 APPROVE: AUTHORIZE THE CEO/GENERAL MANAGER TO EXECUTE A CONTRACT WITH KIMLEY-HORN AND ASSOCIATES, INC. FOR METRO FACILITIES MASTER PLAN NOT TO EXCEED \$339,219.67, INCLUDING A CONTINGENCY AMOUNT OF \$311,830.93**
Freddy Rocha, Facilities Maintenance Manager

REGULAR AGENDA

- 10 PRESENTATION OF EMPLOYEE LONGEVITY AWARD FOR:
(25 YEARS) FRANCISCO CALDERON – BUS OPERATOR
(25 YEARS) ANDRE HARTE – BUS OPERATOR
(25 YEARS) LYNN HERSEY – BUS OPERATOR**
Board Chair Brown
- 11 RETIREE RESOLUTION OF APPRECIATION FOR:
SANDRA GALINDO – CUSTOMER SERVICE REPRESENTATIVE
ANDRE HARTE – BUS OPERATOR**
Board Chair Brown
- 12 METRO ADVISORY COMMITTEE (MAC) SEMI-ANNUAL ORAL UPDATE**
Veronica Elsea, MAC Chair
- 13 PUBLIC HEARING: FINAL ADOPTION OF SANTA CRUZ METRO'S FY25 AND FY26 BUDGET – TO COMMENCE AT 9:00 AM OR AS SOON THEREAFTER AS THE MATTER CAN BE HEARD**
Chuck Farmer, Chief Financial Officer
- 14 APPROVE: CONSIDER A RESOLUTION CALLING A PUBLIC HEARING ON FRIDAY, AUGUST 23, 2024, DURING THE 9:00 AM REGULAR METRO BOARD MEETING AT THE ADMIN OFFICES, 110 VERNON STREET, SANTA CRUZ, CA REGARDING THE ZERO FARE PROGRAMS**
John Urgo, Planning and Development Director
- 15 CEO ORAL REPORT**
Corey Aldridge, CEO/General Manager

- 16 REVIEW OF ITEM TO BE DISCUSSED IN CLOSED SESSION**
Julie Sherman, General Counsel

SECTION II: CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (GOVERNMENT CODE § 54956.9) - MARDEN HIETT V. SANTA CRUZ METROPOLITAN TRANSIT DISTRICT, TODD VICTOR PINSKY, AND DOES 1 THROUGH 25 INCLUSIVE – CASE NO. 22CV02700

SECTION III: RECONVENE TO OPEN SESSION

- 17 REPORT OF CLOSED SESSION**
Julie Sherman, General Counsel
- 18 ANNOUNCEMENT OF NEXT MEETING: FRIDAY, AUGUST 23, 2024, AT 9 AM AT THE METRO ADMIN OFFICE, 110 VERNON STREET, SANTA CRUZ**
Board Chair Brown
- 19 ADJOURNMENT**
Board Chair Brown

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@scmtd.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@scmtd.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.scmtd.com subject to staff's ability to post the document before the meeting.

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COMMUNICATIONS TO THE BOARD OF DIRECTORS

From: [REDACTED]
To: [boardinquiries](#)
Subject: Ticket/Pass Sales - Transit/Commuter Benefits Card
Date: Wednesday, June 19, 2024 12:27:31 PM

Hello Metro Board,

My name is Hayden, I write to you today to inform you about an issue regarding the use of pretax transit benefits to pay for metro. Prior to the discontinuation of metro TVMs this past year, I was able to use a WageWorks/HealthEquity Visa Commuter Card filled with pretax dollars from my employer to pay for metro by loading funds from the Visa Commuter Card onto my Metro CruzCash card at the TVMs.

With the TVMs gone my only option to refill my card is at the customer service windows where the terminal seems to not accept transit benefits cards. Monterey Salinas Transit uses the same “square” brand credit card terminals but they are able to accept my transit benefits card to reload their GO card.

I urge Metro to work with their card processor or Wage Works/Health Equity to resolve this issue and allow the purchase of passes using transit benefits cards at metro customer service centers. Perhaps the district could consult with Monterey Salinas on how they have been able to do so.

Other than this, I greatly appreciate the work y’all have done to increase service recently.

Best,
Hayden

Sent from my iPhone

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DATE: June 28, 2024
TO: Board of Directors
FROM: Chuck Farmer, Chief Financial Officer
**SUBJECT: ACCEPT AND FILE PRELIMINARY APPROVED CHECK JOURNAL
DETAIL FOR THE MONTH OF MAY 2024**

I. RECOMMENDED ACTION

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

II. SUMMARY

- This staff report provides the Board of Directors (Board) with a preliminary approved Check Journal Detail for the month of May 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 May 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 May 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 May 2024

Prepared by: Holly Alcorn, Accounting Specialist

IX. APPROVALS

Chuck Farmer, CFO



Corey Aldridge, CEO/General Manager



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DATE: 05/01/24 THRU 05/31/24

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
88188	05/13/24	-35.00 024	LLOYD'S TIRE SERVICE, INC.		126688	VEH#PC4323 TIRE REPA	-35.00	**VOID	
88681	05/23/24	-740.71 882	RANDY & LARAE WEST	7	127446	ADA RIDE CARDS	-57.90	**VOID	
					127447	PARTS REQ FORMS	-682.81		
88708	05/21/24	-2,799.80 003732	BUZZA INC DBA SIGN PRO INC		127707	MAP HOLDERS/LENS MMF	-2,799.80	**VOID	
89640	05/01/24	-10,135.60 E1258	ALDRIDGE, COREY		128554	REIMBURSEMENT	-10,135.60	**VOID	
89706	05/06/24	250.00 E1292	ABUNDEZ, LOUIS		128706	BOOT REIMBURSEMENT	250.00		
89707	05/06/24	500.00 001016	ALLARD'S SEPTIC SERVICE	7	128707	G-TRAP CLEANOUT WTC	500.00		
89708	05/06/24	1,500.00 003332	ALLDATA LLC		128784	4/4/24-4/3/25 RENEWL	1,500.00		
89709	05/06/24	47.32 003596	AMAZON CAPITAL SERVICES, INC.		128708	OFFICE SUPPLY ADMIN	47.32		
89710	05/06/24	4,465.00 001348	ATHENS INSURANCE SERVICE INC		128785	05/2024 MONTHLY FEE	4,465.00		
89711	05/06/24	73,966.77 003655	AVAAP USA LLC		128781	1904 AMS ENGAGE MNGR	462.50		
					128782	1904 ERP SYSTM INTEG	1,736.25		
					128783	1904 MNTHLY FIXEDFEE	71,768.02		
89712	05/06/24	265.66 002689	B & B SMALL ENGINE CORP		128709	REPAIR/MAINT VER	47.67		
					128710	PARTS VER	217.99		
89713	05/06/24	2,102.50 003712	BAY AREA RV SVC & PARTS INC		128787	2411 MKTG TRAILER	2,102.50		
89714	05/06/24	413.01 107A	BFS GROUP LLC		128712	REPAIR/MAINT VER	4.65		
					128713	REPAIR/MAINT OPS	46.97		
					128714	REPAIR/MAINT VER	36.46		
					128715	REPAIR/MAINT VER	2.25		
					128716	REPAIR/MAINT WTC	19.94		
					128717	REPAIR/MAINT VER	27.52		
					128718	REPAIR/MAINT WTC	25.11		
					128719	REPAIR/MAINT WTC	6.47		
					128720	REPAIR/MAINT WTC	20.91		
					128721	REPAIR/MAINT WTC	216.87		
					128722	REPAIR/MAINT FIELD	5.86		
89715	05/06/24	1,296.76 003393	BRASS KEY LOCKSMITH INC		128711	LOCK REPAIR CAPITOLA	1,296.76		
89716	05/06/24	75.00 002034	CARLON'S FIRE EXTINGUISHER		128724	EXTINGUISHER SVC CEC	75.00		
89717	05/06/24	207.09 E1293	CASTILLO, VINCENT		128723	BOOT REIMBURSEMENT	207.09		
89718	05/06/24	458.85 001159	CATTO'S GRAPHICS, INC.		128725	SIGNS MKTG	458.85		
89719	05/06/24	9,500.00 003320	CENTER FOR TRANSPORTATION AND		128726	2305B HYDRO FUEL STN	9,500.00		
89720	05/06/24	358.93 003633	CINTAS CORPORATION NO.2		128727	FIRSTAID RESTOCK CEC	134.78		
					128728	FIRSTAID RESTOCK WTC	224.15		
89721	05/06/24	945.27 733	CLAREMONT EAP		128786	04/2024 EAP	945.27		
89722	05/06/24	29,271.13 001124	CLEAN ENERGY		128729	04/03/2024 LNG CHGS	7,120.54		
					128730	04/12/2024 LNG CHGS	7,784.23		
					128731	04/17/2024 LNG CHGS	7,392.65		
					128732	04/19/2024 LNG CHGS	6,973.71		
89723	05/06/24	559.01 075	COAST PAPER & SUPPLY INC.		128733	JANITORIAL SPLY MMF	305.90		
					128734	JANITORIAL SPLY	253.11		
89724	05/06/24	150.02 003743	COMCAST BUSINESS		128735	4/21-5/20 CEC INTERN	150.02		
89725	05/06/24	457.97 163	COMMUNITY PRINTERS, INC.		128736	BUSINESS CARDS MKTG	457.97		
89726	05/06/24	4,272.00 003116	CUMMINS, INC		128737	VEH#2212 LABOR	4,272.00		
89727	05/06/24	544.00 002567	DEPARTMENT OF JUSTICE		128738	03/2024 FINGERPRINTS	544.00		
89728	05/06/24	1,495.89 003274	EAST BAY TIRE CO.		128788	REVENUE TIRES	1,495.89		
89729	05/06/24	3,478.80 003153	ENVIRONMENTAL LOGISTICS INC		128739	NONHAZ WASTEDISP MMF	2,413.55		
					128740	NONHAZ WASTEDISP SBF	1,065.25		
89730	05/06/24	54.02 003279	FRONTIER COMMUNICATIONS - 3025		128741	4/16-5/15 SKY-RIVER	54.02		
89731	05/06/24	68.19 003418	FRONTIER COMMUNICATIONS - 6145		128742	4/13-5/12 SKY-OCEAN	68.19		
89732	05/06/24	3,669.77 117	GILLIG LLC		128744	INVENTORY ORDER	3,669.77		
89733	05/06/24	1,600.00 E1073	GLAGOLA, DANIELLE		128743	TRAVEL ADVANCE	1,600.00		
89734	05/06/24	1,256.07 546	GRANITE ROCK COMPANY		128745	REPAIR/MAINT FIELD	1,256.07		
89735	05/06/24	18,764.99 001745	HARTFORD LIFE AND ACCIDENT INS		128746	04/2024 AD&D	4,847.22		
					128747	04/2024 LTD	13,917.77		
89736	05/06/24	52.00 T388	JAYNE STANTON		128815	REFUND #31891	52.00		
89737	05/06/24	6,824.56 003552	JOHNSON & CODY ELECTRIC, INC.		128748	REPAIR/MAINT MMF	749.56		
					128749	REPAIR/MAINT SBF	2,025.00		
					128750	REPAIR/MAINT OPS	2,025.00		
					128751	REPAIR/MAINT MMF	2,025.00		
89738	05/06/24	138.47 1117	KELLEY'S SERVICE INC.		128752	INVENTORY ORDER	138.47		

9.1A.1

Attachment A

89739	05/06/24	1,624.50	852	LAW OFFICES OF MARIE F. SANG	7	128789	CL#23010753	307.80
89740	05/06/24	98.00	E1294	MARINEZ, JACOB		128790	CL#23003664	547.20
89741	05/06/24	104.97	001296	MATTHEW BENDER & CO., INC.		128791	CL#22000654	769.50
89742	05/06/24	673.33	001052	MID VALLEY SUPPLY INC.		128792	DMV REIMBURSEMENT	98.00
89743	05/06/24	253.98	E625	MIHAYLOVA, KRISTINA		128793	CA PUB EMP RET LAW	104.97
89744	05/06/24	532.23	041	MISSION UNIFORM		128753	JANITORIAL SUPPLY	673.33
89745	05/06/24	246.99	E1213	MISTRY, SUZIE		128794	REIMBURSEMENT	253.98
89746	05/06/24	1,797.27	001711	MOHAWK MFG. & SUPPLY CO.		128754	TOWELS,MAT PARACRUZ	18.50
89747	05/06/24	3,465.00	003573	NICKELL FIRE PROTECTION, INC.		128755	TOWELS FUEL STATION	156.00
89748	05/06/24	19,600.75	009	PACIFIC GAS & ELECTRIC		128756	UNIFORM SPLY VMU/VSW	315.98
89749	05/06/24	318.61	003735	PHIL ALLEGRI ELECTRIC INC		128757	TOWEL,MOP,MATS MMF	41.75
89750	05/06/24	1,399.59	003648	PRECISION EMPRISE LLC		128758	REIMBURSEMENT	246.99
89751	05/06/24	648.00	003020	QUEST DIAGNOSTIC INC.		128759	INVENTORY ORDER	1,797.27
89752	05/06/24	298.95	536	RIVERSIDE LIGHTING, INC.		128760	FIRE SPRINK INSP SVT	1,855.00
89753	05/06/24	1,465.85	E524	ROCHA, FEDERICO G.		128761	FIRE SPRINK INSP SBF	855.00
89754	05/06/24	658.48	135	SANTA CRUZ AUTO PARTS, INC.		128762	FIRE SPRINK INSP OPS	1,755.00
89755	05/06/24	1,915.00	002700	SANTA CRUZ COUNTY ENVIROMENTAL		128763	3/25-4/23 ELECT SBF	3,620.01
89756	05/06/24	8,112.35	079	SANTA CRUZ MUNICIPAL UTILITIES		128764	3/26-4/24 ELECT VER	5,868.34
89757	05/06/24	6,182.50	001307	SANTA CRUZ STAFFING, LLC		128765	3/25-4/24 ELECT MMF	8,213.83
89758	05/06/24	1,804.88	003292	SLINGSHOT CONNECTIONS LLC		128766	3/26-4/24 GAS SBF	249.85
89759	05/06/24	1,056.68	003621	SPORTWORKS GLOBAL LLC		128767	3/9-4/14 PARACRUZ	1,648.72
89760	05/06/24	765.95	E1257	STRECKER, GREGORY		128768	REPAIR/MAINT VER	318.61
89761	05/06/24	10.00	003671	T-MOBILE USA, INC.		128769	SIDEWLK REPAIR FIELD	1,399.59
89762	05/06/24	694.68	166	THE HOSE SHOP, INC		128795	4/2024 DOT DRUG TEST	648.00
89763	05/06/24	355.37	043	TROWBRIDGE ENTERPRISES		128770	REPAIR/MAINT WTC	160.86
89764	05/06/24	207.33	007	UNITED PARCEL SERVICE		128771	REPAIR/MAINT WTC	87.18
89765	05/06/24	1,120.00	003200	UPS STORE #1128		128772	REPAIR/MAINT MMF	50.91
89766	05/06/24	21,830.35	003687	VALLEY POWER SYSTEMS NORTH, INC		128773	TRAVEL REIMBURSEMENT	1,465.85
						128796	VEH#PC1703 PART ORDR	107.02
						128797	VEH#11023 WELDING	200.00
						128798	INVENTORY ORDER	83.62
						128799	INVENTORY ORDER	48.93
						128800	INVENTORY ORDER	9.36
						128801	INVENTORY ORDER	16.21
						128802	INVENTORY ORDER	20.28
						128803	INVENTORY ORDER	23.76
						128804	NON-INVENTORY ORDER	94.40
						128805	INVENTORY ORDER	54.90
						128774	1902 PAC STN REDEV	1,915.00
						128775	3/8-4/8/24 VERNON	675.07
						128776	3/8-4/8/24 MMF	1,749.16
						128777	3/8-4/8/24 OPS	673.50
						128778	3/8-4/8/24 SBF	3,719.13
						128779	3/8-4/8/24MULTIBUSST	1,155.72
						128780	3/8-4/8/24 IRRIG MMF	139.77
						128806	TEMP W/E 03/10/2024	1,224.50
						128807	TEMP W/E 03/24/2024	899.00
						128808	TEMP W/E 04/14/2024	372.00
						128809	TEMP W/E 04/21/2024	1,687.50
						128810	TEMP W/E 04/21/2024	1,240.00
						128811	TEMP W/E 04/21/2024	759.50
						128812	TEMP W/E 04/21/2024	1,566.74
						128813	TEMP W/E 04/21/2024	238.14
						128814	INVENTORY ORDER	1,056.68
						128816	TRAVEL REIMBURSEMENT	765.95
						128822	3/21-4/20/24 TVMS	10.00
						128820	REPAIR/MAINT MMF	189.01
						128821	INVENTORY ORDER	505.67
						128817	OFFICE SUPPLY PRC	211.48
						128818	OFFICE SUPPLY	136.38
						128819	OFFICE SUPPLY ADMIN	7.51
						128824	FREIGHT	16.90
						128825	FREIGHT	137.38
						128826	FREIGHT	53.05
						128823	2/15-4/11/24LIVESCAN	1,120.00
						128827	INVENTORY ORDER	29.27
						128828	INVENTORY ORDER	1,285.93
						128829	INVENTORY ORDER	1,228.41
						128830	INVENTORY ORDER	203.73
						128831	INVENTORY ORDER	4,522.41
						128832	INVENTORY ORDER	714.50

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128833	128833	INVENTORY ORDER	212.47
128834	128834	VEH#2210 PART ORDER	2.13
128835	128835	VEH#2210 PART ORDERS	106.32
128836	128836	INVENTORY ORDER	1,287.88
128837	128837	INVENTORY ORDER	1,498.00
128838	128838	RPR VEH #2210	438.75
128839	128839	RPR VEH #2210	63.83
128840	128840	RPR VEH #2210	3,502.13
128841	128841	RPR VEH #2210	232.64
128842	128842	INVENTORY ORDER	1,773.60
128843	128843	RPR VEH #9820	2,345.44
128844	128844	INVENTORY ORDER	2,382.91
128845	128845	INVENTORY ORDER	3,398.55
128846	128846	INVENTORY ORDER	537.00
128847	128847	INVENTORY ORDER	517.00
128848	128848	FDM TRAINING	1,600.00
128858	128858	ID 2120138432	250.00
128859	128859	ID 1112304453	39.73
128860	128860	ID 1105650354	592.89
128857	128857	MAY 24 AD&D LIFE	2,470.56
128853	128853	1ST DED MAY VMU DUES	1,239.07
128854	128854	1ST DED MAY SEA DUES	1,736.95
128855	128855	1ST DED MAY PSA DUES	1,124.08
128856	128856	1ST DED MAY COPE	65.00
128849	128849	1ST DED MAY 24 INSUR	2,353.45
128850	128850	1ST DED MAY 24 DUES	7,916.61
128851	128851	1ST DED MAY PC DUES	1,394.12
128852	128852	1ST DED MAY 24 TPEL	89.80
128861	128861	DMV REIMBURSEMENT	58.00
128862	128862	CALTRANS RELIA STUDY	15,619.37
128863	128863	*****-****-5622	21,276.11
128914	128914	INVENTORY ORDER	67.87
128915	128915	INVENTORY ORDER	1,236.10
128916	128916	INVENTORY ORDER	30.09
128917	128917	INVENTORY ORDER	103.55
128909	128909	WKLY MEDIA PRODUCTIO	2,000.00
128918	128918	3/19-4/18 MAIN ACCT	6,248.30
128919	128919	3/19-4/18OCEAN TO LP	534.18
128920	128920	3/19-4/18 ELEVTOR OPS	195.07
128921	128921	8/1-11/30/23 VER	45.00
128922	128922	CM ORG#20795760	-45.00
128923	128923	1/1-3/31/24 VER	623.94
128925	128925	PARTS INVENTORY	14.24
128926	128926	REPAIR/MAINT FIELD	66.96
128927	128927	REPAIR/MAINT MMF	12.65
128928	128928	REPAIR/MAINT MMF	67.15
128929	128929	REPAIR/MAINT VER	106.16
128930	128930	REPAIR/MAINT MMF	12.28
128924	128924	REPAIR/MAINT OPS	614.96
128931	128931	5/2024 LEGISLATE SVC	5,286.75
128866	128866	MAR24 ONE RIDE 1001	19,630.63
128867	128867	MAR24 MISC CAMP 1008	4,103.75
128868	128868	2402 3/2024 WEB COPY	1,041.25
128869	128869	2402 3/2024 WEB DSGN	6,645.63
128870	128870	MAR24 REIMAGINE 1011	7,778.75
128871	128871	MAR24 BRAND REF 1009	5,543.13
128872	128872	MAR24 ORG SOCIAL MED	4,624.38
128873	128873	MAR24 REIMAGINE 1011	8,157.61
128874	128874	MAR24 ONE RIDE 1002	11,865.08
128932	128932	2305B HYDROGEN BUILD	9,500.00
128908	128908	MAY 24 EAP	950.13
128913	128913	LNG 4/26/24	6,885.76
128933	128933	04/24/2024 LNG CHGS	6,319.14
128934	128934	05/2024 LANDSCAPING	3,400.00
128910	128910	YOUTH CRU FLYERS	423.54
128994	128994	CALPERS ADJ CR	19.20
128995	128995	CALPERS ADJ CR	-19.20
128935	128935	INVENTORY ORDER	124.05
128936	128936	INVENTORY ORDER	763.36
128937	128937	INVENTORY ORDER	77.25
128938	128938	INVENTORY ORDER	35.07
89767	89767	VEHICLE MAINTENANCE PROG INC	3,398.55
89768	89768	VERITECH, INC.	1,054.00
89769	89769	WORKDAY, INC.	1,600.00
89770	89770	FRANCHISE TAX BOARD	882.62
89771	89771	HARTFORD LIFE AND ACCIDENT INS	2,470.56
89772	89772	SEIU LOCAL 521	4,165.10
89773	89773	SMART-TRANSPORTATION DIVISION	11,753.98
89774	89774	GUERRERO, TEODORO	58.00
89775	89775	KIMLEY-HORN AND ASSOCIATES INC	15,619.37
89776	89776	U.S. BANK	21,276.11
89777	89777	ABC BUS INC	1,334.06
89778	89778	AMAZON CAPITAL SERVICES, INC.	103.55
89779	89779	ANDREW J. O'KEEFE II	2,000.00
89780	89780	AT&T	6,977.55
89781	89781	BALCO HOLDINGS INC	623.94
89782	89782	BFS GROUP LLC	279.44
89783	89783	BRASS KEY LOCKSMITH INC	614.96
89784	89784	CAPITALEDGE ADVOCACY, INC.	5,286.75
89785	89785	CELTIS VENTURES, INC.	69,390.21
89786	89786	CENTER FOR TRANSPORTATION AND	9,500.00
89787	89787	CLAREMONT EAP	950.13
89788	89788	CLEAN ENERGY	13,204.90
89789	89789	COASTAL LANDSCAPING INC.	3,400.00
89790	89790	COMMUNITY PRINTERS, INC.	423.54
89791	89791	COWAN, ALLISON	19.20
89791	89791	COWAN, ALLISON	-19.20
89792	89792	CREATIVE BUS SALES, INC	2,224.11
89792	89792	VOIDED	19.20
89792	89792	**VOID	-19.20
89792	89792	INVENTORY ORDER	763.36
89792	89792	INVENTORY ORDER	77.25
89792	89792	INVENTORY ORDER	35.07

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Item ID	Date	Quantity	Unit Price	Total Price	Supplier	Description	Part Order	Unit Price
128939						VEH#PC1704	PART ORDR	758.80
128940						INVENTORY ORDER		465.58
128941					CROSSLINE SUPPLY, LLC	INVENTORY ORDER		2,710.49
128942						INVENTORY ORDER		3,500.37
128943						INVENTORY ORDER		1,927.18
128944						INVENTORY ORDER		7,328.50
128990					CUMMINS, EDWARD	DMV REIMBURSEMENT		59.22
128887					CUMMINS, INC	INVENTORY ORDER		66.51
128945						INVENTORY ORDER		13.97
128946						INVENTORY ORDER		1,355.43
128947						INVENTORY ORDER		1,434.71
128948					D&D COMPRESSOR, INC	PARTS INVENTORY		344.83
128949					EDGES ELECTRICAL GROUP, LLC	REPAIR/MAINT MMF		1,882.40
128865					EMPLOYNET INC	TEMP W/E 4/28/24		792.00
128911						TEMP W/E 4/14/24		396.00
128950					ENVIRONMENTAL LOGISTICS INC	NONHAZ WASTEDISP MMF		6,445.88
128951						NONHAZ WASTEDISP SBF		3,477.76
128991					FARMER, CHUCK	REIMBURSEMENT		181.18
128952					FERGUSON US HOLDINGS, INC.	REPAIR/MAINT MMF		363.40
128953					GILLIG LLC	VEH#4201 PART ORDER		771.02
128954					GRAINGER	NON-INVENTORY ORDER		19.36
128955						NON-INVENTORY ORDER		44.75
128956						SAFETY ORDER		56.20
128957						NON-INVENTORY ORDER		213.56
128958					HUBERT, ALLEN	PARTS INVENTORY		20.78
128992					HUNT & SONS, INC.	DMV REIMBURSEMENT		94.00
128959					JOHNSON CONTROLS INC	INVENTORY ORDER		2,588.57
128960					KJRB, INC.	5/1-7/31/2024 OPS		920.33
128881						TOW VEH #2212		1,081.00
128882						TOW CANCEL FEE 1709P		50.00
128883						TOW VEH #2211		470.00
128884						TOW VEH #103		180.00
128885						TOW VEH #4423		420.00
128886						TOW VEH #0423		564.00
128887						TOW VEH #1707PC		336.00
128961					LANGUAGE LINE SERVICES INC	4/2024 TRANSLATE SVC		100.00
128962					MANSFIELD OIL CO OF GAINSVILLE	4/23/24 DIESEL FUEL		23,003.07
128912					MATTHEW SWINNERTON	2024 EARTH DAY SPONS		500.00
128963					MISSION UNIFORM	UNIFORM REPAIR FLEET		28.09
128964						TOWEL,MOP,MAT,UNIFRM		37.02
128965						TOWEL,MOP,MAT,UNIFRM		37.02
128966						TOWELS FUEL STATION		156.00
128967						UNIFORM SPLY VMU/VSW		315.98
128968					NICKELL FIRE PROTECTION, INC.	FIRE SPRINK INSP MMF		855.00
128969					NORTH BAY FORD LINC-MERCURY	FIRE SPRINK INSP WTC		855.00
128875						RPR VEH# 1703PC		8.74
128907						INVENTORY ORDER		17.48
128876					PACIFIC GAS & ELECTRIC	3/28-4/28 CHG STATIO		11,832.04
128970					PIED PIPER EXTERMINATORS, INC.	3/28-4/29GAS/ELE OPS		6,064.25
128971						05/2024 PEST MMF		217.50
128972						5/2024 PEST OPS PKNG		212.50
128973					RANDY & LARAE WEST	5/2024 PEST OPS CRK		255.00
128974					REFLECTIVE APPAREL FACTORY, INC	FORMS PRINTING OPS		3,592.14
128975						SAFETY VESTS		336.85
128976						LOGO SAFETY VESTS		367.16
128977						LOGO SAFETY VESTS		34.44
128978						RAINSUITS FLEET		343.44
128980					SANTA CRUZ AUTO PARTS, INC.	INVENTORY ORDER		26.42
128979					SANTA CRUZ METRO TRANSIT W/C	4/2024 W/C REPLENISH		64,430.55
128981					SANTA CRUZ STAFFING, LLC	TEMP W/E 03/24/2024		1,395.00
128982						TEMP W/E 04/28/2024		1,240.00
128983						TEMP W/E 04/28/2024		744.00
128984					SELF INSURED SERVICES COMPANY	04/2024 DENTAL		41,917.20
128995						04/2024 VSP		10,305.00
128985					SHAW YODER ANTWIH	5/2024 LEGISLATE REP		5,700.00
128986					SHERWIN WILLIAMS CO	REPAIR/MAINT VER		916.88
128877					SLINGSHOT CONNECTIONS LLC	TEMP W/E 4/28/24		1,209.35
128878						TEMP W/E 4/28/24		1,545.08
128888					THE AFTERMARKET PARTS CO LLC	INVENTORY ORDER		1,048.80
128889						INVENTORY ORDER		376.89
128890						INVENTORY ORDER		535.87

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128891	INVENTORY ORDER				2,414.28
128892	INVENTORY ORDER				341.94
128893	INVENTORY ORDER				1,831.32
128894	INVENTORY ORDER				788.70
128895	INVENTORY ORDER				209.68
128896	INVENTORY ORDER				4,146.80
128897	INVENTORY ORDER				1,366.38
128898	INVENTORY ORDER				1,802.49
128899	INVENTORY ORDER				112.45
128900	RPR VEH #2333				112.45
128901	RPR VEH 2602 2811				1,683.66
128902	INVENTORY ORDER				251.19
128903	INVENTORY ORDER				209.68
128904	INVENTORY ORDER				251.19
128905	INVENTORY ORDER				1,257.62
128906	RPR VEH #11018				52.44
128879	FREIGHT				72.38
128864	3/23-4/22 WIFI BUSES				4,559.55
128987	4/2-5/1/24 ADMIN				38.52
128988	4/2-5/1 TABLETS MMF				577.80
128989	4/2-5/1TBELTS CS/MKTG				180.07
128993	TOOL REIMBURSEMENT				329.24
129218	PARTS WASHER SOAP				444.96
129003	04/2024 ELIGIBLE SVC				9,067.75
128996	PARTS INVENTORY				1,559.40
128997	PARTS INVENTORY				76.40
128998	OFFICE SUPPLY PRC				252.84
128999	OFFICE SUPPLY CS				54.58
129000	SUP RADIOS OPS				557.34
129001	PEE PARACRUZ				292.12
129063	INVENTORY ORDER				121.68
129064	SHOP TOOL				492.45
129065	TRAINING HANDBOOK				88.33
129002	5/2024PAGERS MMF/FLT				35.96
129004	4/1-4/30/24PT TO PT2				548.58
129061	1904 SYTM INTEGRATOR				277.50
129062	1904 SYTM INTEGRATOR				3,664.73
129136	REPAIR/MAINT FIELD				43.69
129137	REPAIR/MAINT VER				34.37
129138	REPAIR/MAINT OPS				37.35
129139	REPAIR/MAINT MMF				310.05
129140	REPAIR/MAINT MMF				1.96
129066	VEH#4723 KEY				35.00
129141	REPAIR/MAINT MMF				140.00
129142	REPAIR/MAINT MMF				184.00
129005	STICKER SIGNS MKTG				1,147.13
129006	LOGO TBLCLOTHS MKTG				1,748.00
129007	2305B HYDRO FUEL STN				51,000.00
129008	1937 ELEC BUS DEPLOY				656.20
129067	6/2024 RENT FRONT ST				1,990.00
129009	JANITORIAL SUPPLY				77.37
129010	TOWEL DISPENSERS MMF				854.33
129011	3/22/24 REG MTG CVRG				533.50
129012	FY23 P/R WIRE FEES				99.40
129013	FY23 PERS PROGRAM457				348.90
129014	FY23 COPE-METRO				29.80
129143	INVENTORY ORDER				56.02
129068	INVENTORY ORDER				176.99
129015	WATER DELIVERY CEC				72.50
129016	WATER DELIVERY CEC				74.00
129017	WATER DELIVERY CEC				84.50
129018	WATER DELIVERY CEC				64.75
129019	MONTHLY SVC FEE CEC				8.00
129020	WATER DELIVERY CEC				92.50
129069	INVENTORY ORDER				24.17
129070	INVENTORY ORDER				175.11
129071	INVENTORY ORDER				350.21
129072	INVENTORY ORDER				175.11
129073	INVENTORY ORDER				75.17
129021	4/1-4/9/24RENTAL PNR				96.00
129022	4/15-4/30/24 WTC LOT				548.67
89826	UNITED PARCEL SERVICE	72.38 007			
89827	VERIZON WIRELESS	5,355.94 434			
89828	ZAMARRIPA, JOSE	329.24 E1116			
89829	ACUITY SPECIALTY PRODUCTS, INC	444.96 148			
89830	ADARIDE.COM LLC	9,067.75 003711			
89831	ALWAYS UNDER PRESSURE	1,559.40 192			
89832	AMAZON CAPITAL SERVICES, INC.	1,935.74 003596			
89833	AMERICAN MESSAGING SVCS, LLC	35.96 002861			
89834	A&T	548.58 001D			
89835	AVAAP USA LLC	3,942.23 003655			
89836	BFS GROUP LLC	427.42 107A			
89837	BRASS KEY LOCKSMITH INC	359.00 003393			
89838	CATTO'S GRAPHICS, INC.	2,895.13 001159			
89839	CENTER FOR TRANSPORTATION AND	51,656.20 003320			
89840	CITY OF SANTA CRUZ-FINANCE DEP	1,990.00 001346			
89841	COAST PAPER & SUPPLY INC.	931.70 075			
89842	COMMUNITY TELEVISION OF	533.50 367			
89843	COUNTY OF SANTA CRUZ	478.10 003516			
89844	CREATIVE BUS SALES, INC	56.02 003701			
89845	CROSSLINE SUPPLY, LLC	176.99 003668			
89846	CRYSTAL SPRINGS WATER CO.	396.25 090			
89847	CUMMINS, INC	799.77 003116			
89848	D & G SANITATION	644.67 001501			

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89849	05/20/24	12,885.38	003274	EAST BAY TIRE CO.	129023	VEH#2050 PART ORDER	224.03
					129024	VEH#401NON-REV TIRES	173.24
					129025	REVENUE TIRES	2,058.03
					129026	REVENUE TIRES	75.39
					129074	REVENUE TIRES	4,116.06
					129075	REVENUE TIRES	980.38
					129076	NON-REVENUE TIRES	265.00
					129077	NON-REVENUE TIRES	292.31
					129144	REVENUE TIRES	1,372.02
					129145	REVENUE TIRES	653.58
					129146	VEH#401 NONREV TIRES	1,168.26
					129147	NON-REVENUE TIRES	1,507.08
					129078	NON-REVENUE TIRES	121.69
					129079	INVENTORY ORDER	199.72
					129080	04/2024 SECURITY	82,965.88
					129027	4/15-4/30NONREV FUEL	3,024.62
					129028	4/15-4/30 REV FUEL	12,949.09
					129081	6/2024 RENT FREEDOM	15,000.00
					129029	05/2024 SERVICES	638.14
					129030	05/2024 VAULT SVCS	10,433.39
					129083	INVENTORY ORDER	771.02
					129084	INVENTORY ORDER	1,499.64
					129085	INVENTORY ORDER	494.03
					129086	INVENTORY ORDER	1,494.71
					129087	INVENTORY ORDER	21.55
					129148	WATER TREATMENT OPS	285.00
					129031	NON-REVENUE TIRES	623.11
					129032	PARTS INVENTORY	1,428.71
					129033	PARTS INVENTORY	15.07
					129034	4/1-4/30 GARBAGE SVT	478.61
					129035	4/1-4/30 GARBAGE PRC	512.10
					129036	HP TONER IT	375.82
					129135	VEH#401 WINDSHIELD	485.00
					129088	VEH#9818 PART ORDER	354.35
					129177	REPAIR/MAINT SBF	4,703.69
					129037	CM ORG#K-2504336	-19.67
					129038	CM ORG#K-2515619	-471.96
					129039	CM ORG#K-2491783	-471.96
					129040	NON-REVENUE TIRES	93.70
					129041	VEH#PC1707 PART ORDR	332.78
					129042	INVENTORY ORDER	420.61
					129043	CM ORG#K-2540723	-122.36
					129044	INVENTORY ORDER	2,221.04
					129045	INVENTORY ORDER	203.90
					129046	VEH#0717 PART ORDER	3.22
					129089	INVENTORY ORDER	468.24
					129047	1ST/AID/CPR TRAIN PRC	720.00
					129048	VEH#2813 TOW	470.00
					129052	CAMERA REPAIR	218.50
					129090	INVENTORY ORDER	105.86
					129149	VEH#1002 PART ORDER	457.76
					129150	HARD DRIVE REPAIR	289.51
					129156	1941 EV CHGRS OPS	33,600.00
					129151	NON-HAZARDOUS WASTE	217.50
					129091	6/2024 RENT CAPITOLA	2,512.69
					129049	JANITORIAL SUPPLY	130.31
					129050	EMBLEMS MMF	13.11
					129051	TOWEL,MOP,MAT MMF	41.75
					129092	UNIFORM REPAIR	27.00
					129093	TOWELS FUEL STATION	156.00
					129094	UNIFORM SPLY VMU/VSW	315.98
					129152	TOWEL,MOP,MAT,UNIFRM	37.02
					129153	TOWEL,MOP,MAT,UNIFRM	37.02
					129154	TOWEL,MOP,MATS MMF	41.75
					129155	REIMBURSEMENT	77.96
					129157	INVENTORY ORDER	1,072.73
					129158	INVENTORY ORDER	713.27
					129159	INVENTORY ORDER	596.81
					129095	01/2024 SERVICES	1,475.00
89864	05/20/24	720.00	002990	KISMET	7		
89865	05/20/24	470.00	003271	KURB, INC.			
89866	05/20/24	1,071.63	003362	LUMINATOR TECH GROUP GLOBAL,			
89867	05/20/24	33,600.00	003723	MANUEL MARTINEZ RODRIGUEZ			
89868	05/20/24	217.50	003249	MAXIMUM OIL SERVICE LLC			
89869	05/20/24	2,512.69	003273	MGP XI REIT,LLC			
89870	05/20/24	130.31	001052	MID VALLEY SUPPLY INC.			
89871	05/20/24	669.63	041	MISSION UNIFORM			
89872	05/20/24	77.96	E1213	MISTRY, SUZIE			
89873	05/20/24	2,382.81	001711	MOHAWK MFG. & SUPPLY CO.			
89874	05/20/24	1,475.00	002626	NELSON NYGAARD INC			

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89875	05/20/24	1,110.00	003573	NICKELL FIRE PROTECTION, INC.	129160	FIRE INSPECTION VER	1,110.00
89876	05/20/24	65.54	003326	NIDAL HALABI & NADA ALGHARIB	129161	NAME PLATES FINANCE	32.77
89877	05/20/24	1,365.66	004	NORTH BAY FORD LINC-MERCURY	129162	NAME PLATES FLEET	32.77
					129096	VEH#PC1706 PART ORDR	141.44
					129097	INVENTORY ORDER	473.87
					129098	INVENTORY ORDER	164.33
					129099	INVENTORY ORDER	43.33
					129100	VEH#1403 PART ORDER	323.58
89878	05/20/24	6,800.00	003744	OXFORD GLOBAL RESOURCES LLC	129163	VEH#PC4219 PART ORDR	219.11
89879	05/20/24	3,656.39	009	PACIFIC GAS & ELECTRIC	129101	WKDY TEMP W/E 5/3/24	6,800.00
89880	05/20/24	3,618.83	023	PACIFIC TRUCK PARTS, INC.	129053	3/23-5/2 SVT/WTC/PNR	3,656.39
					129164	INVENTORY ORDER	2,611.80
					129165	INVENTORY ORDER	751.14
					129166	INVENTORY ORDER	255.89
89881	05/20/24	512.43	003086	PAPE MACHINERY INC	129054	RESTOCKING FEE	512.43
89882	05/20/24	234.00	003506	PHILIP J CROUCH	129102	SURGE TANK REP LABOR	234.00
89883	05/20/24	274.50	481	PIED PIPER EXTERMINATORS, INC.	129055	05/2024 PEST SVT	65.00
					129056	05/2024 PEST WTC TRN	65.00
					129057	05/2024 PEST WTC MKT	79.50
					129167	12/2023 PEST SMC	65.00
89884	05/20/24	400.00	003061	QUADIENNT FINANCE USA INC	129059	04/2024 POSTAGE 1598	400.00
89885	05/20/24	474.70	003059	QUADIENNT LEASING USA, INC.	129058	5/28-8/27LEASE ADMIN	474.70
89886	05/20/24	189.82	003024	RICOH USA, INC CA	129060	5/1-5/31 COPIER OPS	115.68
					129103	2/1-4/30/24 CUST SVC	74.14
89887	05/20/24	34.36	536	RIVERSIDE LIGHTING, INC.	129168	REPAIR/MAINT SVT	34.36
89888	05/20/24	390.76	003737	RJMS CORPORATION	129205	FORKLIFT SERVICE	390.76
89889	05/20/24	3,119.78	003154	ROMAINE ELECTRIC CORP	129169	INVENTORY ORDER	3,119.78
89890	05/20/24	538.71	003677	RS AMERICAS, INC.	129170	INVENTORY ORDER	91.35
					129171	INVENTORY ORDER	447.36
89891	05/20/24	182.10	135	SANTA CRUZ AUTO PARTS, INC.	129104	INVENTORY ORDER	76.09
					129105	INVENTORY ORDER	14.03
					129106	INVENTORY ORDER	63.54
					129107	INVENTORY ORDER	28.44
89892	05/20/24	3,388.00	002700	SANTA CRUZ COUNTY ENVIRONMENTAL	129108	ID:FA0005728 PERMIT	3,388.00
89893	05/20/24	45.00	001292	SANTA CRUZ RECORDS MNGMT INC	129109	4/26/24 SHRED PRC	45.00
89894	05/20/24	4,682.50	001307	SANTA CRUZ STAFFING, LLC	129110	TEMP W/E 04/28/2024	1,890.00
					129111	TEMP W/E 05/05/2024	1,240.00
					129172	TEMP W/E 05/05/2024	1,552.50
89895	05/20/24	51,992.10	003625	SELF INSURED SERVICES COMPANY	129112	05/2024 DENTAL	41,777.10
89896	05/20/24	3,981.83	003292	SLINGSHOT CONNECTIONS LLC	129113	05/2024 VSP	10,215.00
					129114	TEMP W/E 03/31/2024	1,209.35
					129115	TEMP W/E 03/31/2024	924.16
					129116	TEMP W/E 05/05/2024	231.04
					129173	TEMP W/E 04/21/2024	693.12
					129174	TEMP W/E 05/05/2024	924.16
89897	05/20/24	781.07	003690	SNAP-ON INDUSTRIAL, A DIVISION	129117	TOOL REPLACEMENT	536.90
					129118	TOOL REPLACEMENT	244.17
89898	05/20/24	10,580.02	001075	SOQUEL III ASSOCIATES	129119	6/2024 RENT RESEARCH	10,580.02
89899	05/20/24	844.69	003694	SOUTHERN COUNTIES LUBRICANTS,	129175	INVENTORY ORDER	844.69
89900	05/20/24	323.15	003314	SOUTHWEST COMMERCIAL PRODUCTS	129082	INVENTORY ORDER	323.15
89901	05/20/24	605.62	003669	SPX TECHNOLOGIES,INC.	129120	INVENTORY ORDER	558.12
					129176	INVENTORY ORDER	47.50
89903	05/20/24	30,070.58	003285	THE AFTERMARKET PARTS CO LLC	129123	VEH#2333 PART ORDER	41.30
					129124	INVENTORY ORDER	238.53
					129125	INVENTORY ORDER	290.80
					129126	INVENTORY ORDER	140.07
					129127	INVENTORY ORDER	186.78
					129128	INVENTORY ORDER	518.16
					129129	INVENTORY ORDER	788.70
					129130	VEH#2333 PART ORDER	122.87
					129131	INVENTORY ORDER	52.95
					129132	VEH#2333 PART ORDER	64.46
					129133	INVENTORY ORDER	348.21
					129134	INVENTORY ORDER	759.27
					129178	INVENTORY ORDER	1,915.83
					129179	VEH#11023 PART ORDER	14,132.81
					129180	VEH#2333 PART ORDER	139.70
					129181	INVENTORY ORDER	3,419.47
					129182	INVENTORY ORDER	32.78
					129183	INVENTORY ORDER	1,051.51

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129184	INVENTORY ORDER				3,442.08
129185	INVENTORY ORDER				45.75
129186	VEH#2807 PART ORDER				88.44
129187	VEH#1306 PART ORDER				35.14
129188	INVENTORY ORDER				127.23
129189	VEH#1306 PART ORDER				44.23
129190	VEH#2211 PART ORDER				437.08
129191	VEH#2211 PART ORDER				95.00
129192	VEH#2211 PART ORDER				97.93
129193	INVENTORY ORDER				256.03
129194	VEH#2226 PART ORDER				482.30
129195	INVENTORY ORDER				256.03
129196	VEH#2226 PART ORDER				192.93
129197	INVENTORY ORDER				167.41
129198	INVENTORY ORDER				21.53
129199	INVENTORY ORDER				10.61
129200	VEH#1303 PART ORDER				26.66
129201	VEH#9810 PART ORDER				75.28
129202	INVENTORY ORDER				711.58
129203	PARTS INVENTORY				96.18
129204	INVENTORY ORDER				2,819.35
129205	INVENTORY ORDER				6,387.85
129206	REPAIR/MAINT VER				1,269.33
129207	XXXX-XXXX-XXXX-5971				19,621.02
129208	VEH#2210 PART ORDER				148.31
129209	INVENTORY ORDER				117.52
129210	VEH#9820 PART ORDER				90.52
129211	VEH#9820 PART ORDER				49.47
129212	INVENTORY ORDER				764.67
129213	INVENTORY ORDER				321.72
129214	INVENTORY ORDER				3,779.94
129215	REPAIR/MAINT OPS				517.00
129216	REPAIR/MAINT MMF				609.81
129217	INVENTORY ORDER				428.26
129218	INVENTORY ORDER				294.04
129219	INVENTORY ORDER				534.89
129220	ID:2120138432				250.00
129221	ID:1105650354				605.98
129222	AD&D-VOLUNTARY LIFE				2,646.18
129223	2ND MAY VMU				1,261.27
129224	2ND MAY SEA				1,688.63
129225	2ND MAY PSA				1,127.63
129226	2ND MAY COPE				65.00
129227	2ND MAY UNION INS				2,387.07
129228	2ND MAY FIXED DUES				7,916.61
129229	2ND MAY PARACRZ DUES				1,394.12
129230	2ND MAY TPEL				90.80
129237	BUS WASH SOAP				2,909.35
129238	REPAIR/MAINT OPS				504.00
129239	REPAIR/MAINT WTC				3,178.00
129240	REPAIR/MAINT VER				420.00
129241	REPAIR/MAINT CEC				1,628.00
129242	VEH#2226 PART ORDER				1,157.31
129243	2411 MKTG TRAILER				398.24
129244	VEH#802 PART ORDER				196.16
129245	OFFICE SUPPLY OPS				54.61
129246	REPAIR/MAINT MMF				2,000.35
129247	WKLY MEDIA PRODUCTIO				2,000.00
129249	SERVICE CALL VER				510.00
129248	INVENTORY ORDER				5,021.76
129250	REPAIR/MAINT WTC/CEC				41.05
129251	REPAIR/MAINT MMF				22.88
129252	REPAIR/MAINT WTC				20.64
129253	REPAIR/MAINT MMF				48.16
129256	MAP HOLDERS/LENS MMF				2,799.80
129255	LEGAL NOTICE				2,214.40
129257	INVENTORY ORDER				2,102.77
129259	SIGN PRINTING MKTG				644.14
129262	05/2024 PARKING				900.00
129260	02/2024 DUMP FEES				136.43
129261	04/2024 DUMP FEES				151.64
89904	05/20/24	THE HOSE SHOP, INC	883.04	166	
89905	05/20/24	THE JANEK CORPORATION	2,819.35	003242	
89906	05/20/24	THERMO KING OF SALINAS, INC	6,387.85	001800	
89907	05/20/24	TK ELEVATOR CORPORATION	1,269.33	003684	
89908	05/20/24	U.S. BANK	19,621.02	057	
89909	05/20/24	VALLEY POWER SYSTEMS NORTH, INC	405.82	003687	
89910	05/20/24	VEHICLE MAINTENANCE PROG INC	4,866.33	221	
89911	05/20/24	VERITECH, INC.	517.00	003417	
89912	05/20/24	WAREHOUSE DIRECT INTERIORS INC	1,038.07	003237	
89913	05/20/24	YARDER MANUFACTURING COMPANY	294.04	871	
89914	05/20/24	ZORO TOOLS, INC.	534.89	003530	
89915	05/17/24	FRANCHISE TAX BOARD	855.98	002965	
89916	05/17/24	HARTFORD LIFE AND ACCIDENT INS	2,646.18	001745	
89917	05/17/24	SEIU LOCAL 521	4,142.53	003740	
89918	05/17/24	SMART-TRANSPORTATION DIVISION	11,788.60	003739	
89919	05/27/24	ACUITY SPECIALTY PRODUCTS, INC	2,909.35	148	
89920	05/27/24	AIRTEC SERVICE INC.	5,730.00	382	
89921	05/27/24	AMAZON CAPITAL SERVICES, INC.	2,806.67	003596	
89922	05/27/24	ANDREW J. O'KEEFE II	2,000.00	003676	
89923	05/27/24	BALCO HOLDINGS INC	510.00	003248	
89924	05/27/24	BATTERY SYSTEMS INC.	5,021.76	002802	
89925	05/27/24	BFS GROUP LLC	132.73	107A	
89926	05/27/24	BUZZA INC DBA SIGN PRO INC	2,799.80	003732	
89927	05/27/24	CALIFORNIA NEWSPAPERS P'SHIP	2,214.40	149	0
89928	05/27/24	CAPITOL CLUTCH & BRAKE, INC.	2,102.77	001230	
89929	05/27/24	CATTO'S GRAPHICS, INC.	644.14	001159	
89930	05/27/24	CITY OF SANTA CRUZ/PARKING	900.00	002109	
89931	05/27/24	CITY OF SANTA CRUZ FINANCE RRF	288.07	003373	

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89932	05/27/24	20,860.31	909	CLASSIC GRAPHICS	129263	VEH#9023 REPAIR	8,820.02
89933	05/27/24	42,295.41	001124	CLEAN ENERGY	129264	VEH#1905 REPAIR	12,040.29
89934	05/27/24	6,421.00	003102	CLEVER DEVICES LTD.	129265	05/06 FS INSPECTIONS	20,628.00
89935	05/27/24	1,071.74	075	COAST PAPER & SUPPLY INC.	129266	4/29/24 LNG CHGS	8,286.98
89936	05/27/24	150.02	003743	COMCAST BUSINESS	129267	5/1/24 LNG CHGS	6,055.31
89937	05/27/24	2,058.31	163	COMMUNITY PRINTERS, INC.	129268	5/3/24 LNG CHGS	7,325.12
89938	05/27/24	609.07	003701	CREATIVE BUS SALES, INC	129269	6/15/24-6/14/25SFTWR	6,421.00
89939	05/27/24	1,691.19	003668	CROSSLINE SUPPLY, LLC	129270	JANITORIAL SUPPLY	1,071.74
89940	05/27/24	19,493.54	588	CTSJPA (CALTRIP)	129271	5/21-6/20 CEC INTERN	150.02
89941	05/27/24	91.70	E1009	CUMMINS, EDWARD	129272	PRINTING MKTG	2,058.31
89942	05/27/24	2,549.14	003116	CUMMINS, INC	129273	VEH#PC1713 PART ORDR	227.81
89943	05/27/24	11,719.95	003274	EAST BAY TIRE CO.	129274	INCORRECT BILLING	406.65
89944	05/27/24	396.00	003485	EMPLOYNET INC	129275	CM ORG#XA101005027	-406.65
89945	05/27/24	917.71	001297	FASTENAL COMPANY INC	129276	INVENTORY ORDER	381.26
89946	05/27/24	36.00	T390	FEEHAN, MAUREEN	129277	INVENTORY ORDER	1,691.19
89947	05/27/24	35,320.27	002952	FLYERS ENERGY, LLC	129278	04/2024 CODE=5100	19,493.54
89948	05/27/24	65.00	E1297	FREDRICK, AMBER	129279	REIMBURSEMENT	91.70
89949	05/27/24	54.02	003279	FRONTIER COMMUNICATIONS - 3025	129280	VEH#1208 PART ORDER	2,457.93
89950	05/27/24	54.02	003418	FRONTIER COMMUNICATIONS - 6145	129281	VEH#1001 PART ORDER	79.76
89951	05/27/24	7,720.51	117	GILLIG LLC	129282	INVENTORY ORDER	11.45
89952	05/27/24	644.22	282	GRAINGER	129283	REVENUE TIRES	67.74
89953	05/27/24	12,500.00	003675	GTY SOFTWARE, INC.	129284	REVENUE TIRES	1,960.75
89954	05/27/24	60,510.70	003109	HANSON BRIDGETT LLP	129285	REVENUE TIRES	305.40
89955	05/27/24	3,588.39	1117	KELLEY'S SERVICE INC.	129286	REVENUE TIRES	1,372.02
					129287	VEH#PC1708NONREVTIRE	1,043.86
					129288	REVENUE TIRES	4,116.06
					129289	TEMP W/E 05/05/2024	2,854.12
					129290	SAFETY SUPPLY MMF	396.00
					129291	INVENTORY ORDER	841.23
					129292	REFUND #32157	76.48
					129293	4/1-4/15/24 REV FUEL	36.00
					129294	4/1-4/15/24NONREVFUL	14,174.07
					129295	5/9/24 EV CHG DIESEL	3,422.36
					129296	5/13/24 EV CHGR FUEL	1,043.91
					129297	5/1-5/15/24 REV FUEL	12,183.96
					129298	5/1-5/15/24NONREVFUL	3,296.63
					129299	REIMBURSEMENT	65.00
					129300	5/16-6/15 SKY-RIVER	54.02
					129301	5/13-6/12 SKY-OCEAN	54.02
					129302	INVENTORY ORDER	3,617.50
					129303	VEH#0122 PART ORDER	336.90
					129304	INVENTORY ORDER	152.57
					129305	INVENTORY ORDER	3,186.53
					129306	NON-INVENTORY ORDER	328.91
					129307	NON-INVENTORY ORDER	98.10
					129308	NON-INVENTORY ORDER	108.46
					129309	ESOURCING IT	254.34
					129310	04/2024 RETAINER	281.42
					129311	M#032117.004004	12,500.00
					129312	M#032117.005001	27,869.00
					129313	M#032117.005002	25,433.90
					129314	M#032117.006001	1,519.80
					129315	M#032117.006002	1,206.90
					129316	M#032117.006003	685.50
					129317	M#032117.008004	2,551.20
					129318	CM ORG#K-2546176	1,011.00
					129319	CM ORG#K-2548932	-393.30
					129320	INVENTORY ORDER	-19.67
					129321	INVENTORY ORDER	18.53
					129322	INVENTORY ORDER	106.02
					129323	INVENTORY ORDER	160.05
					129324	NON-INVENTORY ORDER	631.87
					129325	NON-INVENTORY ORDER	45.39
					129326	INVENTORY ORDER	820.89
					129327	INVENTORY ORDER	2,221.04
					129328	CM ORG#K-2388349	-314.64
					129329	NON-INVENTORY ORDER	16.33
					129330	INVENTORY ORDER	274.35
					129331	INVENTORY ORDER	21.53

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89956	05/27/24	4,257.46	001233	KIMBALL MIDWEST	129330	NON-INVENTORY ORDER	3,010.09
89957	05/27/24	423.00	003271	KJRB, INC.	129331	SMALL TOOLS	511.55
89958	05/27/24	1,197.00	852	LAW OFFICES OF MARIE F. SANG	129332	NON-INVENTORY ORDER	735.82
89959	05/27/24	109.20	E993	LEONARD, CHRISTOPHER	129333	VEH#2807 TOW	423.00
89960	05/27/24	1,356.78	E1296	LEYVA, JESSE	129334	CL#23003232	581.40
89961	05/27/24	1,230.16	003362	LUMINATOR TECH GROUP GLOBAL,	129335	CL#19009481	615.60
89962	05/27/24	129.10	E627	MACDONELL, RYAN	129336	REIMBURSEMENT	109.20
89963	05/27/24	2,367.55	001052	MID VALLEY SUPPLY INC.	129337	TRAVEL REIMBURSEMENT	1,356.78
89964	05/27/24	577.35	041	MISSION UNIFORM	129338	VEH#0221 PART ORDER	900.22
89965	05/27/24	85.20	E1213	MISTRY, SUZIE	129339	VEH#0122 PART ORDER	55.72
89966	05/27/24	261.40	E045	MONTESINO, EDUARDO	129340	REIMBURSEMENT	55.72
89967	05/27/24	43.70	003326	NIDAL HALABI & NADA ALGHARIB	129402	REIMBURSEMENT	75.33
89968	05/27/24	98.00	E1272	ORTIZ-SANCHEZ, RICHARD	129340	JANITORIAL SUPPLY	2,367.55
89969	05/27/24	39.26	023	PACIFIC TRUCK PARTS, INC.	129341	TOWELS FUEL STATION	156.00
89970	05/27/24	65.00	481	PIED PIPER EXTERMINATORS, INC.	129342	UNIFORM SPLY VMU/VSM	421.35
89971	05/27/24	43,160.00	003630	PORTOLA SYSTEMS, INC.	129403	REIMBURSEMENT	85.20
89972	05/27/24	1,149.44	003749	POWER BUSINESS TECHNOLOGY LLC	129343	REIMBURSEMENT	261.40
89973	05/27/24	134.36	003024	RICOH USA, INC CA	129344	REIMBURSEMENT	43.70
89974	05/27/24	820.54	003737	RJMS CORPORATION	129345	REIMBURSEMENT	98.00
89975	05/27/24	1,276.09	E1082	ROSS, MARGO	129346	INVENTORY ORDER	84.41
89976	05/27/24	1,519.80	135	SANTA CRUZ AUTO PARTS, INC.	129347	CM ORG#1872001	-95.46
89977	05/27/24	7,748.33	079	SANTA CRUZ MUNICIPAL UTILITIES	129348	CM ORG#1897892	-4.60
89978	05/27/24	1,240.00	001307	SANTA CRUZ STAFFING, LLC	129349	CM ORG#1898094	-29.50
89979	05/27/24	462.20	002459	SCOTT'S VALLEY WATER DISTRICT	129350	05/2024 PEST VER	65.00
89980	05/27/24	944.98	003292	SLINGSHOT CONNECTIONS LLC	129351	5/1/24-4/30/25 MS365	43,160.00
89981	05/27/24	825.43	003690	SNAP-ON INDUSTRIAL, A DIVISION	129352	TOSHIBA DELIVERY	900.00
89982	05/27/24	6,645.61	003694	SOUTHERN COUNTIES LUBRICANTS,	129353	TONER FOR TOSHIBA IT	25.95
89983	05/27/24	511.78	003621	SPORTWORKS GLOBAL LLC	129354	TONER TOSHIBA IT	223.49
89984	05/27/24	1,409.40	003669	SFX TECHNOLOGIES, INC.	129355	5/12-6/11DISPTCHCOPY	134.36
89985	05/27/24	1,667.82	366	TENNANT COMPANY	129356	FORKLIFT REPAIR	820.54
89986	05/27/24	1,949.46	003285	THE AFTERMARKET PARTS CO LLC	129357	TRAVEL REIMBURSEMENT	1,276.09
89987	05/27/24	991.65	166	THE HOSE SHOP, INC	129358	CM ORG#14508-48811	-21.85
89988	05/27/24	1,599.49	043	TROWBRIDGE ENTERPRISES	129359	CM ORG#14508-491149	-10.93
					129360	CM ORG#14508-491832	-4.21
					129361	INVENTORY ORDER	51.28
					129362	VEH#PCI708 PART ORDR	53.29
					129363	VEH#803 PART ORDER	77.07
					129364	VEH#0321WELDINGLABOR	171.42
					129365	INVENTORY ORDER	500.00
					129366	INVENTORY ORDER	79.38
					129367	VEH#401 PART ORDER	108.98
					129368	INVENTORY ORDER	433.31
					129369	INVENTORY ORDER	82.06
					129370	4/1-4/30 IRRIG VER	231.30
					129371	4/9-5/8 W/S/G VER	693.90
					129372	4/9-5/8 W/S/G MMF	1,843.86
					129373	4/9-5/8 W/S/G SBF	3,719.13
					129374	4/9-5/8 GARBAGE MULT	1,155.72
					129375	4/9-5/8 IRRIG MMF	90.03
					129376	4/1-4/30 IRRRIG SBF	14.39
					129377	TEMP W/E 05/12/2024	1,240.00
					129378	4/1-4/30/24 SVT	355.47
					129379	TEMP W/E 04/28/2024	106.73
					129380	TEMP W/E 05/05/2024	211.68
					129381	TEMP W/E 05/12/2024	271.22
					129382	APOLLO 1YR DATA PLAN	462.08
					129383	INVENTORY ORDER	825.43
					129384	INVENTORY ORDER	6,645.61
					129385	ARTIC FAREBOX CAMPGN	511.78
					129386	REPAIR TENNANT T5	1,409.40
					129387	VEH#1304 PART ORDER	1,667.82
					129388	INVENTORY ORDER	105.27
					129389	INVENTORY ORDER	1,574.66
					129390	INVENTORY ORDER	269.53
					129391	OFFICE SUPPLY OPS	907.30
					129392	OFFICE SUPPLY ADMIN	84.35
							550.71
							603.79

Attachment A

129393	OFFICE SUPPLY ADMIN			214.64
129394	OFFICE SUPPLY ADMIN			11.88
129395	OFFICE SUPPLY CS			163.84
129396	OFFICE SUPPLY OPS			54.63
129397	FREIGHT			175.97
129398	FREIGHT			44.88
129399	4/25-5/25/24 LEASE			1,485.55
129400	INVENTORY ORDER			4,462.69
129509	1902PAC STN REDEVEL			2,836,972.20
129510	ID:2120138432			250.00
129511	ID:1105650354			126.19
129512	3RD MAY VMU			1,271.42
129513	3RD MAY SEA			1,621.60
129514	3RD MAY PSA			1,169.42
129515	3RD MAY COPE			65.00
TOTAL	TOTAL CHECKS	293	4,310,166.25	

89989	UNITED PARCEL SERVICE	220.85	007	
89990	US BANK NATIONAL ASSOCIATION	1,485.55	003748	
89991	VALLEY POWER SYSTEMS NORTH, INC	4,462.69	003687	
89992	CITY OF SANTA CRUZ ECON DEV	2,836,972.20	001051	
90218	FRANCHISE TAX BOARD	376.19	002965	
90219	SEIU LOCAL 521	4,127.44	003740	
TOTAL	ACCOUNTS PAYABLE	4,310,166.25		

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MINUTES*

MAC MEETING OF APRIL 17, 2024



The METRO Advisory Committee (MAC) met on Wednesday, April 17, 2024. The meeting was held as a hybrid meeting. *Minutes are “summary” minutes, not verbatim minutes.

1. **CALLED TO ORDER** at 6:04 PM by Chair Elsea.

2. **ROLL CALL** - The following MAC Members were **present**, representing a quorum:

Veronica Elsea, Chair
Joseph Martinez, Vice Chair
James Cruse
Jessica de Wit

Michael Pisano
Becky Taylor
James Von Hendy

3. **COMMUNICATIONS TO THE METRO ADVISORY COMMITTEE**

Hearing none, Chair Elsea moved to the next agenda item.

4. **RECEIVE AND FILE MINUTES FROM THE METRO ADVISORY COMMITTEE MEETING OF FEBRUARY 21, 2024**

MOTION: ACCEPT AND FILE THE MINUTES FROM THE METRO ADVISORY COMMITTEE MEETING OF FEBRUARY 21, 2024 AS AMENDED

MOTION: DE WIT

SECOND: JAMES VON HENDY

MOTION PASSED WITH 7 AYES: Elsea, Martinez, Cruse, de Wit, Pisano, Taylor, Von Hendy

5. **COMMUNICATIONS FROM METRO ADVISORY COMMITTEE**

Hearing none, Chair Elsea moved to the next agenda item.

6. **UPDATE OF FY25 AND FY26 PRELIMINARY OPERATING BUDGETS AND FY25 CAPITAL BUDGET AS PRESENTED AT THE MARCH 22, 2024 BOARD MEETING**

Chuck Farmer, CFO, spoke to the presentation that was presented to the Board of Directors (Board) on March 22, 2024. He emphasized that this is preliminary data and adjustments will be made between now and June 2024. CFO Farmer broke down the preliminary operating budget into three parts: 1) Base Budget; 2) Phase 1 & Phase 2; and 3) Free Fares. He also reviewed the capital budget and provided an overview of the budget timeline. The final budget will be presented to the Board on June 28, 2024.

Hearing nothing further, Chair Elsea moved to the next agenda item.

7. **UPDATE ON CEO/GENERAL MANAGER SEARCH**

John Urgo, Planning & Development Director, reported that Corey Aldridge has been appointed as METRO's new CEO and his start date is April 29, 2024.

Hearing nothing further, Chair Elsea moved to the next agenda item.

8. **SERVICE PLANNING UPDATE**

a. **Quarterly Ridership Report**

John Urgo, Planning & Development Director, gave an update on ridership for Q2 of FY24. Overall, total ridership increased 36.5% compared to FY23 Q2.

b. **Bus Stops**

b.i. **Update on Braille Bus Stop Signage**

Chair Elsea and Pete Rasmussen, Transportation Planner II, will connect and will continue to work on this issue.

b.ii Extending Route 4 to go to Dignity Health

Director Urgo said that there is an existing bus stop about 500 feet from the intersection for Dignity Health. He said that the stop spacing standard is around 1,200 feet; therefore, it is not a location where a bus stop would be added. In addition, it is a destination that is available via ParaCruz.

c. Other Projects

c.i. Update on Reimagine METRO

Director Urgo reported that a lot of service changes were made during the implementation of Phase I in December 2023. He also mentioned that in March 2024 service increased on some of the routes. Phase II will start in the Summer of 2024 and reviewed the service changes for Phase II.

c.ii. Update on River Front Transit Center

Director Urgo reported that the transition to the River Front Transit Center is going well. Discussion ensued on bus stop arrivals and departures in Area 1, 2, and 3. Director Urgo mentioned that the bus stop for Highway 17 is being moved to Area 4.

Hearing nothing further, Chair Elsea moved to the next agenda item.

9. COMMUNICATIONS TO THE METRO INTERIM CEO/GENERAL MANAGER

Chair Elsea will write a letter to the Interim CEO/General Manager to thank him for his service. She will also write a letter to the new CEO to welcome him to METRO and invite him to the August 21, 2024 MAC meeting.

10. COMMUNICATIONS TO THE METRO BOARD OF DIRECTORS

The committee discussed an extra meeting for May 15, 2024 to review the design of Pacific Station North.

11. ITEMS FOR NEXT MEETING AGENDA

- Visit from the new CEO
- Service Planning Updates
- Quarterly Ridership Report
- Update on Reimagine METRO
- Update on Braille Bus Stop Signage
- Update on Design of Pacific Station North
- Final Budget Updates

12. DISTRIBUTION OF VOUCHERS

Vouchers distributed by Elizabeth Rocha, Administrative Specialist.

13. ANNOUNCEMENT OF NEXT MEETING

Chair Elsea announced the next MAC Meeting will be held on Wednesday, August 21, 2024 at 6:00 PM at the METRO Admin Office, 110 Vernon Street, Santa Cruz.

14. ADJOURNMENT

Chair Elsea adjourned the meeting at 7:06 PM.

Respectfully submitted,

Elizabeth Rocha
Administrative Specialist



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
BOARD OF DIRECTORS MEETING MINUTES*
MAY 17, 2024 – 9:00 AM**

A regular meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District (METRO) convened on Friday, May 17, 2024, as a hybrid meeting.

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

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1 CALLED TO ORDER at 9:02 AM by Board Chair Brown.

2 SAFETY DEBRIEF

Gregory Strecker, Safety, Security & Risk Management Director, provided a debriefing on safety, emphasizing METRO’s response to a fire, earthquake and/or medical emergency, evacuation routes, and an active shooter situation.

3 ROLL CALL

Director Downing used the AB 2449 just cause circumstance to attend the meeting remotely.

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

Director Kristen Brown
Director Rebecca Downing
Director Jimmy Dutra
Director Shebreh Kalantari-Johnson
Director Manu Koenig
Director Donna Lind
Director Bruce McPherson
Director Scott Newsome
Director Larry Pageler
Director Quiroz-Carter *AR 9:10*
Director Mike Rotkin
Ex-Officio Director Alta Northcutt
Ex-Officio Director Edward Reiskin

City of Capitola
County of Santa Cruz
City of Watsonville
City of Santa Cruz
County of Santa Cruz
City of Scotts Valley
County of Santa Cruz
City of Santa Cruz
County of Santa Cruz
City of Watsonville
County of Santa Cruz
Cabrillo College
UC Santa Cruz

Corey Aldridge
Julie Sherman

CEO/General Manager
General Counsel

4 ANNOUNCEMENTS

- 4.1 Today's meeting is being broadcast by Community Television of Santa Cruz County.
- 4.2 Hector Guzman of Language Line Services provided Spanish interpretation services.

5 BOARD OF DIRECTORS COMMENTS

Board Chair Brown announced that AMBAG (Association of Monterey Bay Area Governments) recently voted to approve funding for METRO's 90X Route between Watsonville and Santa Cruz.

Vice Chair Downing relayed a story from a rider who expressed gratitude to the METRO Bus Operators for creating an island of civility and decorum on every bus ride.

Director Kalantari-Johnson announced the groundbreaking of Pacific Station North on Monday, May 20, 2024 from Noon to 3:00 PM with full details on the City of Santa Cruz website.

Hearing nothing further, Board Chair Brown moved to the next agenda item.

6 ORAL AND WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

Eduardo Montesino, Temporary Reimagine METRO Recruitment and Training Coordinator, provided an update on the hiring/training of Bus Operators. He thanked the Human Resources staff for their collaboration as well as the Transit Supervisors who have been going above and beyond to help the Trainers.

Hearing nothing further, Board Chair Brown moved to the next agenda item.

7 LABOR ORGANIZATION COMMUNICATIONS

Having none, Board Chair Brown moved to the next agenda item.

8 ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

Having none, Board Chair Brown moved to the next agenda item.

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 APRIL 2024
Chuck Farmer, Chief Financial Officer
- 9.2 ACCEPT AND FILE:
 - A. MINUTES OF APRIL 26, 2024 BOARD OF DIRECTORS MEETING
 - B. MINUTES OF MAY 10, 2024 FINANCE, BUDGET AND AUDIT STANDING COMMITTEE MEETING

C. MINUTES OF MAY 10, 2024 PERSONNEL/HUMAN RESOURCES
STANDING COMMITTEE MEETING

Corey Aldridge, CEO/General Manager

- 9.3 ACCEPT AND FILE: THE YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF APRIL 30, 2024
Chuck Farmer, Chief Financial Officer
- 9.4 ACCEPT AND FILE: THE YEAR-TO-DATE KEY PERFORMANCE INDICATORS (KPI) REPORT FOR QUARTER THREE AS OF MARCH 31, 2024
Chuck Farmer, Chief Financial Officer
- 9.5 ACCEPT AND FILE: THE METRO PARACRUZ OPERATIONS STATUS REPORT FOR JANUARY, FEBRUARY, AND MARCH 2024
Rina Solorio, Assistant Operations Manager
- 9.6 ACCEPT AND FILE: THE METRO SYSTEM RIDERSHIP REPORTS FOR THE THIRD QUARTER OF FY24
John Urgo, Planning and Development Director
- 9.7 APPROVE: REQUEST TO AUTHORIZE FUNDING FOR A BUSINESS SYSTEMS PROGRAMS MANAGER POSITION IN THE INFORMATION TECHNOLOGY DEPARTMENT
Dawn Crummié, Human Resources Director

There were no public comments.

The Board Chair called for a roll call vote on Items 9.1 – 9.7.

ACTION: MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR PAGELER

MOTION PASSED WITH 10 AYES (Directors Brown, Downing, Dutra, Kalantari-Johnson, Koenig, Lind, McPherson, Newsome, Pageler, and Rotkin). Director Quiroz-Carter was absent.

REGULAR AGENDA

**10 PRESENTATION OF EMPLOYEE LONGEVITY AWARD FOR:
(20 YEARS) FEDERICO ROCHA**

Board Chair Brown read Mr. Rocha's bio and thanked him for his years of service to METRO.

There were no public comments.

**11 RETIREE RESOLUTION OF APPRECIATION FOR:
JOHN FUENTEZ – BUS OPERATOR**

Board Chair Brown congratulated Mr. Fuentez on his retirement and his 44 years of service at METRO.

There were no public comments.

The Board Chair called for a roll call vote.

ACTION: MOTION TO APPROVE THE RETIREE RESOLUTION OF APPRECIATION FOR JOHN FUENTEZ

MOTION: DIRECTOR PAGELER

SECOND: DIRECTOR ROTKIN

MOTION PASSED WITH 11 AYES (Directors Brown, Downing, Dutra, Kalantari-Johnson, Koenig, Lind, McPherson, Newsome, Pageler, Quiroz-Carter, and Rotkin).

12 REVIEW AND RECOMMEND APPROVAL OF SANTA CRUZ METRO'S DRAFT FY25 AND FY26 OPERATING BUDGETS AND FY25 CAPITAL BUDGET-PORTFOLIO

Chuck Farmer, Chief Financial Officer, spoke to the presentation and requested the Board to set the public hearing at the next Board meeting on June 28, 2024 for the final adoption of the FY25 and FY26 operating budgets and FY25 capital budget. He highlighted the changes to the budget since March 2024 when the preliminary budgets were presented to the Board, including the assumptions and risks considered.

Ex-Officio Director Northcutt left the meeting at 10:00 AM.

Discussion followed on:

- Replacement of non-revenue vehicles with electric or hybrid vehicles
- Continue cultivating relationship with 3CE (Central Coast Community Energy) and consider having 3CE make a presentation to the Board
- Funding for the new Watsonville Transit Center and the type of housing it will provide
- Ballot measure for a sales tax
- METRO Bus Rodeo
- Fare revenues
- Fuel cost volatility
- Impacts of Governor Newsome's reduction in the state budget
- Costs involved in shifting from CNG (compressed natural gas) and diesel to hydrogen
- Reconsider zero fare program and clarification that the first year of the program is funded through grants
- Additional funding resources
- Santa Cruz County's sales tax projections
- Equity issues

Staff addressed all concerns.

Board Members requested an item for the June 28, 2024 agenda to consider three options for a future budget modification should the Board decide to (1) move forward with an additional year of free fares, (2) get rid of free fares altogether or (3) divide up the year of free fares to have a window of free fares for the launch of Phase 2 and another window of free fares in a run up to the ballot measure.

Brandon Freemon, SMART General Chairperson, Local 23, provided some context on reduced fares and reminded Board Members that the UCSC fare

correlates to tripling the service on campus. METRO is not billing the campus per ride but for the additional route service. He also expressed his opinion on fare reduction and the ease of collecting payment.

The Board Chair called for a roll call vote.

ACTION: MOTION TO APPROVE SANTA CRUZ METRO'S DRAFT FY25 AND FY26 OPERATING BUDGETS, FY25 CAPITAL BUDGET, AND A RESOLUTION SETTING A PUBLIC HEARING ON JUNE 28, 2024

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR LIND

MOTION PASSED WITH 11 AYES (Directors Brown, Downing, Dutra, Kalantari-Johnson, Koenig, Lind, McPherson, Newsome, Pageler, Quiroz-Carter and Rotkin).

13 CEO ORAL REPORT

Corey Aldridge, CEO/General Manager announced:

- New hires (Gregory Nolen, Abel Fonseca Arambula, Isaac Hernandez, and Saul Acosta) and promotions (Jose Carranco and Adrian Jimenez) since April's Board meeting
- Four Hermes creative awards and one CAPIO (California Association of Public Information Officials) award for ORAT (One Ride At A Time) Program
- SB125 funding and meetings with legislative staff that recently occurred
- Appreciation for his staff members

There were no public comments.

14 ANNOUNCEMENT OF NEXT MEETING

Board Chair Brown announced the next regular Board meeting will be on Friday, June 28, 2024 at 9:00 AM at the METRO Admin Office, 110 Vernon Street, Santa Cruz, CA.

15 ADJOURNMENT

Board Chair Brown adjourned the meeting at 10:36 AM.

Respectfully submitted,

Donna Bauer
Executive Assistant

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**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
FINANCE, BUDGET, AND AUDIT STANDING COMMITTEE
MEETING MINUTES*
JUNE 14, 2024 – 8:00 AM**

A regular meeting of the Finance, Budget, and Audit Standing Committee of the Santa Cruz Metropolitan Transit District (METRO) was convened on Friday, June 14, 2024.

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

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- 1 CALLED TO ORDER** by Director Rotkin at 8:00 AM.
- 2 SAFETY ANNOUNCEMENT**
Gregory Strecker, Safety, Security & Risk Management Director, provided a debriefing on safety, emphasizing METRO’s response to a fire, earthquake and/or medical emergency, evacuation routes, and an active shooter situation.
- 3 ROLL CALL:** The following Directors were **present**, representing a quorum:

Director Shebreh Kalantari-Johnson	City of Santa Cruz
Director Manu Koenig <i>AR 8:02</i>	County of Santa Cruz
Director Donna Lind	City of Scotts Valley
Director Mike Rotkin	County of Santa Cruz
Corey Aldridge	METRO CEO/General Manager
Julie Sherman	METRO General Counsel
- 4 ORAL AND WRITTEN COMMUNICATIONS TO THE FINANCE, BUDGET AND AUDIT STANDING COMMITTEE**
Having none, Director Rotkin moved to the next agenda item.
- 5 ADDITIONS OR DELETIONS FROM AGENDA/ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS**
Having none, Director Rotkin moved to the next agenda item.
- 6 YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF MAY 31, 2024**
Chuck Farmer, CFO, spoke to the presentation. He provided an overview of the May 2024 financial results highlighting the factors that are affecting operating revenues/expenses. He also provided a brief summary of the capital budget spends.

There were no public comments.

Hearing nothing further, Director Rotkin moved to the next agenda item.

7 ADOPTION OF THE FINAL FY25 AND FY26 BUDGET

Chuck Farmer, CFO, spoke to the presentation and recommended adoption of the FY25 and FY26 budget to the full Board of Directors. He focused on the changes that have taken place since the May 17, 2024 Board of Directors' Meeting. He reviewed the impacts of Reimagine METRO Phase 1 and 2 and zero fares. He also covered the operating reserves and the funding source changes to the capital budget portfolio.

Discussion continued on:

- Possible impacts of sales tax measures from other jurisdictions appearing on November 2024 ballot.
- Budget adjustments, if needed, and that timeline.

Staff responded to all concerns.

The Directors thanked CFO Farmer and his team for their hard work.

There were no public comments.

Director Rotkin called for a roll call vote.

MOTION: RECOMMEND ADOPTION OF THE FINAL FY25 AND FY26 BUDGET TO THE FULL BOARD AS PRESENTED

MOTION: DIRECTOR KALANTARI-JOHNSON SECOND: DIRECTOR KOENIG

Motion passed with 4 AYES (Directors Kalantari-Johnson, Koenig, Lind and Rotkin).

8 FY25 BUDGET SCENARIOS

Chuck Farmer, CFO, spoke to the presentation. He reviewed the assumptions made for revenue and expenses and the adjustments made to the new budget. He described each scenario, highlighting the effect of a sales tax measure if passed and how the cash depletion timeline is affected in each case.

Discussion followed on:

- Cash depletion timelines
- Zero fares' impacts
- Continuation of Reimagine METRO Phase 1 and 2
- Implementation of zero fares in Scenario 3 and the various costs associated with that implementation
- Timing of a sales tax measure – primary vs. general election

Staff addressed all concerns. CEO Aldridge added that METRO has flexibility on when and how long zero fares are offered and implemented.

9 ADJOURNMENT

Director Rotkin adjourned the meeting at 8:42 AM.

Respectfully submitted,

Donna Bauer
Executive Assistant



DATE: June 28, 2024
TO: Board of Directors
FROM: Chuck Farmer, Chief Financial Officer
SUBJECT: ACCEPT AND FILE THE YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF MAY 31, 2024

I. RECOMMENDED ACTION

That the Board of Directors accept and file the Year to Date Monthly Financial Report as of May 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 May 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 May 31, 2024. The fiscal year has elapsed 92%.

Slide 1

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

Slide 2

May 2024 Key Financial Highlights

- Service
 - Fixed Route (including Hwy 17) Cost per Revenue Service Hour is \$298 vs Budget of \$320
 - 10 canceled trips – 9 due to mechanical issues, 1 due to an accident
 - ParaCruz Cost per Trip is \$76 vs Budget of \$84
 - Non-Student/Hwy 17 Passengers is 111,873 vs Budget of 153,214
 - "Kids Ride Free" were 36,995

- Financials
 - Total Operating Surplus/(Deficit) is unfavorable by \$108K; primarily due to increased Labor of \$399 and OT of \$169K due to the increase in hirings, partially offset by lower Non-Personnel spending of \$533K
 - Non-Operating Revenues of \$5.3M are higher than budget of \$5.0M due to higher-than-expected sales tax and interest income
- Capital
 - Capital spending of \$1.6M is higher than budget of \$1.4M primarily due to accelerated payment for the Pacific Station redevelopment project, partially offset by delays related to the ARTIC buses from San Diego
- Personnel
 - 387 Active Personnel vs 331 Funded Personnel *as approved by the Board at June 2023 meeting*
 - 42 Vacancies at the end of May
 - Currently Recruiting for Business Systems Programs Manager, Custodial Service Worker, Van Operator, Transit Supervisors (10 FTE), Provisional Bus Operators (4 FTE), Vehicle Service Worker, Mechanic I/II (4 FTE),
 - Recruitment completed for Van Operator (3 FTE), Provisional Bus Operators (7 FTE), Vehicle Service Worker (2 FTE), Lead Vehicle Service Worker

Slide 3

(Cover) May 2024, MTD Pre-Close Financials

Slide 4

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

- Actuals are \$1.8M unfavorable to budget – excludes UAL/Bond Payment and COVID related costs
 - Passenger Fares – unfavorable by \$82K
 - Labor, Regular – unfavorable by \$399K
 - Labor, OT – unfavorable by \$169K
 - Fringe Benefits – favorable by \$7K
 - Non-Personnel – favorable by \$533K, primarily due to lower than budgeted fuel costs and timing of Marketing programs

Slide 5

May 31, 2024 MTD Operating Revenue and Expenses

- Operating Revenue, net unfavorable by \$82K
 - Passenger Fares - unfavorable by \$84K
 - Special Transit Fares – favorable by \$2K
- Operating Expense, net unfavorable by \$108K– Unfavorable Wages and OT, offset by lower non-personnel costs
 - Labor Regular – unfavorable by \$399K
 - Labor OT – unfavorable by \$169K
 - Fringe Benefits – favorable by \$7K, excludes UAL related costs
 - Non-Personnel – favorable by \$533K, excludes all Bond payment related costs
- Operating Deficit higher by \$108K
 - Farebox Recovery – 16.1% vs 17.7% budget
- Non-Operating Revenue/(Expense), net favorable by \$278K - Sales tax of \$2.9M is 4.0% higher than budget
 - Sales Tax/including Measure D – favorable by \$111K
 - Federal/State Grants – no variance
 - Pension UAL/Bond Payment costs – no variance
 - All Other Revenues – favorable by \$167K
- Operating Surplus before Transfers higher by \$169K
- Bus Replacement Fund – higher by \$25K 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 \$144K.

Slide 6

(Cover) May 2024, YTD Pre-Close Financials

Slide 7

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

- Actuals are \$0.7M favorable to budget – excludes UAL/Bond Payment and COVID related costs

- Passenger Fares – unfavorable by \$134K, primarily due to free fares for two weeks in both December and February
- Labor, Regular – unfavorable by \$1,074K
- Labor, OT – unfavorable by \$2,070K, increased overtime, primarily for Bus Operators
- Fringe Benefits – unfavorable by \$31K due to retirement and medical insurance savings from funded/vacant positions earlier in the year
- Non-Personnel – favorable by \$4,050K, primarily due to lower than budgeted fuel costs, delay of Facilities Master plan, and timing of Marketing programs

Slide 8

May 31, 2024 YTD Operating Revenue and Expenses

- Operating Revenue, net unfavorable by \$134K
 - Passenger Fares - unfavorable by \$406K
 - Special Transit Fares – favorable by \$272K
- Operating Expense, net favorable by \$876K – Favorable non-personnel costs; partially offset by increased Wages and OT
 - Labor Regular – unfavorable by \$1,074K
 - Labor OT – unfavorable by \$2,586K
 - Fringe Benefits – unfavorable by \$31K, excludes UAL related costs
 - Non-Personnel – favorable by \$4,050K, excludes all Bond payment related costs
- Operating Deficit lower by \$742K
 - Farebox Recovery – 15.5% vs 15.5% budget
- Non-Operating Revenue/(Expense), net favorable by \$6,896K - Sales tax of \$30.1M is 4.2% higher than budget
 - Sales Tax/including Measure D – favorable by \$1,212K
 - Federal/State Grants – favorable by \$1,170K
 - COVID Relief Grants – favorable by \$2,813K
 - Pension UAL/Bond Payment costs – no variance
 - All Other Revenues – favorable by \$1,701K
- Operating Surplus before Transfers higher by \$7,638K

- Bus Replacement Fund – higher by \$414K 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 \$7,224K.

Slide 9

(Cover) Capital Spending

Slide 10

May 31, 2024 Capital Budget Spend

Total Capital Projects spending month to date is \$2,976K against budget of \$1,403K

- Construction Related Projects – spending of \$2,903K against budget of \$745K
- IT Projects – spending of \$69K against budget of \$333K
- Facilities Repair & Improvements – no spending against budget of \$84K
- Revenue Vehicle Replacement – no spending against budget of \$168K
- Revenue Vehicle Electrification Projects – spending of \$1K against budget of \$63K
- Non-Revenue Vehicle Replacement – no spending, no budget
- Fleet & Maintenance Equipment – no spending, no budget
- Miscellaneous – spending of \$3K against budget of \$10K

Total Capital Projects spending year to date is \$8,918K against budget of \$7,418K, which is 29.1% of \$30,596K approved budget from January 2024

- Construction Related Projects – \$5,492K spending against budget of \$2,985K, which is 26.7% of \$20,551K annual budget
- IT Projects – \$1,251K spending against budget of \$1,740K, which is 52.8% of \$2,369K annual budget
- Facilities Repair & Improvements – \$103K spending against budget of \$212K, which is 3.8% of \$2,724K annual budget
- Revenue Vehicle Replacement – spending of \$1,469K against budget of \$1,799K, which is 39.1% of \$3,754K annual budget
- Revenue Vehicle Electrification Projects – spending of \$187K against budget of \$270K, which is 45.7% of \$409K annual budget

- Non-Revenue Vehicle Replacement – spending of \$23K against budget of \$23K, which is 100% of \$23K annual budget
- Fleet & Maintenance Equipment – spending of \$180K against budget of \$171K, which is 100% of \$180K annual budget
- Miscellaneous – spending of \$213K against budget of \$218K, which is 36.3% of \$586K annual budget

YTD spending of \$8,918K is higher than budget of \$7,418K primarily due accelerated payments for the Pacific Station redevelopment project

Slide 11

(Cover) Questions

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. CHANGES FROM COMMITTEE

None.

VI. FINANCIAL CONSIDERATIONS/IMPACT

Favorable budget variances in Operating Revenues and Expenses contribute to favorable budget variance in Operating Balance, Year to Date as of May 31, 2024.

VII. CHANGES FROM COMMITTEE

Changes to slide 2, monthly key financial highlights, corrected table on slide #8, which had omitted the COVID Grant payment line item

VIII. ALTERNATIVES CONSIDERED

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

IX. ATTACHMENTS

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

Prepared by: Cathy Downes, Sr. Financial Analyst

X. APPROVALS

Chuck Farmer, Chief Financial Officer

A handwritten signature in black ink, appearing to read "Chuck", written over a horizontal line.

Corey Aldridge, CEO/General Manager

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Year to Date Monthly Financial Report as of May 31, 2024

Board of Directors

June 28, 2024

Chuck Farmer, Chief Financial Officer

May 2024 Key Financial Highlights

<p>Service</p>	<ul style="list-style-type: none"> • Fixed Route (including Hwy 17) Cost per Revenue Service Hour is \$298 vs Budget of \$320 <ul style="list-style-type: none"> • 10 canceled trips – 9 due to mechanical issues, 1 due to an accident • ParaCruz Cost per Trip is \$76 vs Budget of \$84 • Non-Student/Hwy 17 Passengers is 111,873 vs Budget of 153,214 • “Kids Ride Free” were 36,995
<p>Financials</p>	<ul style="list-style-type: none"> • Total Operating Surplus/(Deficit) is unfavorable by \$108K; primarily due to increased Labor of \$399 and OT of \$169K due to the increase in hirings, partially offset by lower Non-Personnel spending of \$533K • Non-Operating Revenues of \$5.3M are higher than budget of \$5.0M due to higher-than-expected sales tax and interest income
<p>Capital</p>	<ul style="list-style-type: none"> • Capital spending of \$1.6M is higher than budget of \$1.4M primarily due to accelerated payment for the Pacific Station redevelopment project, partially offset by delays related to the ARTIC buses from San Diego
<p>Personnel</p>	<ul style="list-style-type: none"> • 387 Active Personnel vs 331* Funded Personnel <ul style="list-style-type: none"> • 42 Vacancies at the end of May • Currently Recruiting for Business Systems Programs Manager, Custodial Service Worker, Van Operator, Transit Supervisors (10 FTE), Provisional Bus Operators (4 FTE), Vehicle Service Worker, Mechanic I/II (4 FTE), • Recruitment completed for Van Operator (3 FTE), Provisional Bus Operators (7 FTE), Vehicle Service Worker (2 FTE), Lead Vehicle Service Worker

9.3A.2

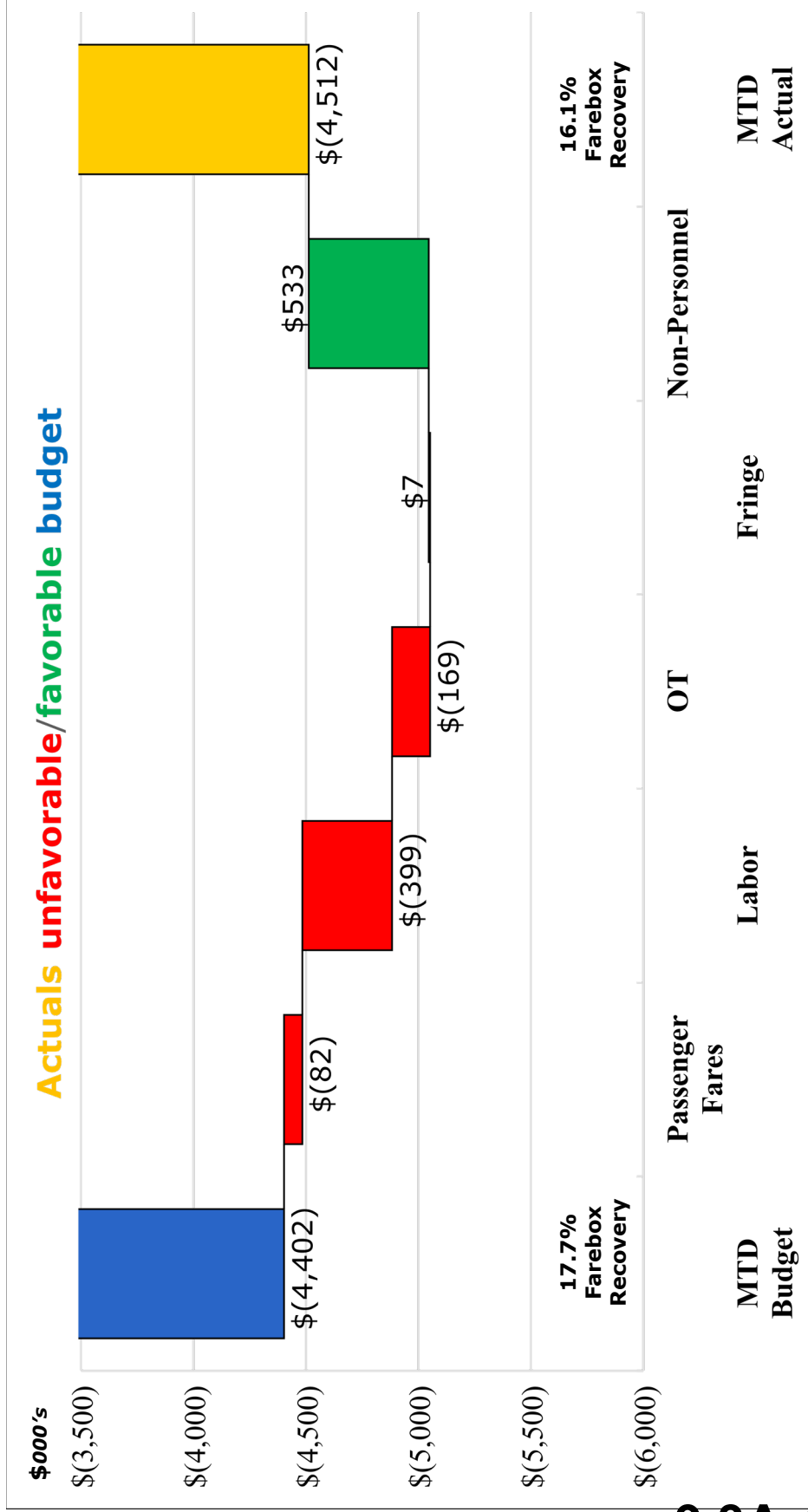
* Reflects adopted, funded personnel as of June 2023

May 2024, MTD Pre-Close Financials

May FY24 Monthly Operating Surplus/(Deficit)

Actual* vs. Budget

Overall \$1.8M unfavorable



9.3A.4

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

May 31, 2024

Monthly Operating Revenue and Expenses

\$ 000's	Actual*	Budget	Fav / (Unfav)
Operating Revenue			
Passenger Fares	\$ 208	\$ 291	(\$ 84)
Special Transit Fares	660	658	2
Total Operating Revenue	\$ 868	\$ 949	(\$ 82)
Operating Expense			
Labor - Regular	\$ 2,126	\$ 1,727	(\$ 399)
Labor - OT	277	108	(169)
Fringe	1,811	1,818	7
Non-Personnel (excludes COVID costs)	1,164	1,697	533
Total OpEx	\$ 5,378	\$ 5,351	(\$ 27)
Operating Surplus/(Deficit)	(\$ 4,510)	(\$ 4,402)	(\$ 108)
<i>Farebox Recovery</i>	<i>16.1%</i>	<i>17.7%</i>	<i>(1.6%)</i>
Non-Operating Revenue/(Expense)			
Sales Tax/including Measure D	\$ 2,866	\$ 2,755	\$ 111
Federal/State Grants	2,228	2,228	(0)
Pension UAL/Bond Interest Payment	(119)	(119)	-
All Other	281	114	167
Total Non-Operating Revenue/(Expense)	\$ 5,256	\$ 4,978	\$ 278
Operating Surplus/(Deficit) before Transfers	\$ 746	\$ 577	\$ 169
Transfers and Other			
Transfers to Bus Replacement Fund	(\$ 225)	(\$ 200)	(\$ 25)
Operating Surplus/(Deficit) after Transfers	\$ 521	\$ 377	\$ 144

- Total Operating Surplus/(Deficit) is unfavorable by \$108K; primarily due to increased Labor of \$399 and OT of \$169K due to the increase in hirings, partially offset by lower Non-Personnel spending of \$533K
- Sales tax of \$2.9M is 4.0% higher than budget
- Interest Income higher than anticipated

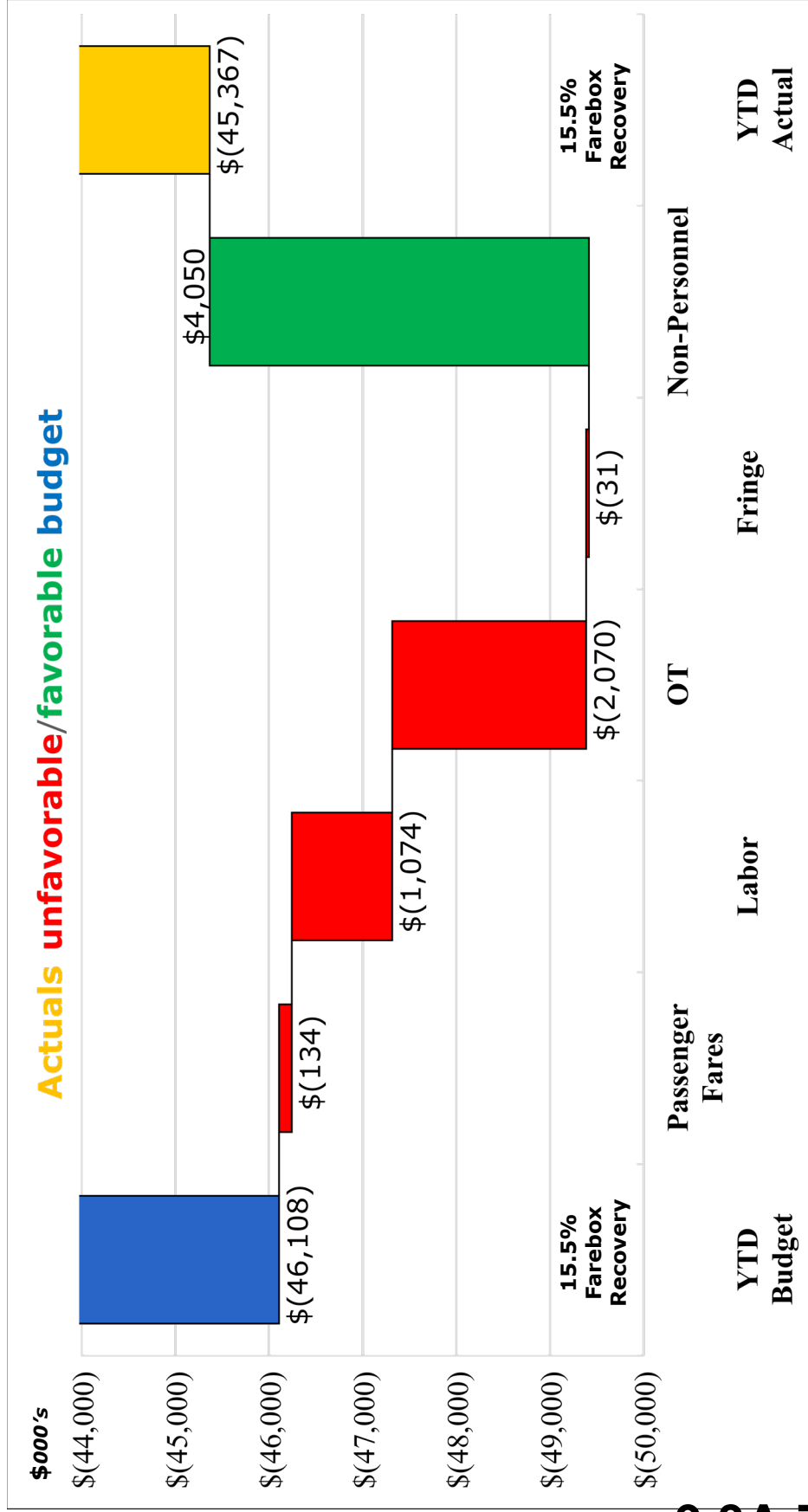
9.3A.5

May 2024, YTD Pre-Close Financials

May YTD FY24 Operating Surplus/(Deficit)

Actual* vs. Budget

Overall \$0.7M favorable



9.3A.7

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

May 31, 2024

YTD Operating Revenue and Expenses

\$ 000's	Actual*	Budget	Fav / (Unfav)
Operating Revenue			
Passenger Fares	\$ 2,403	\$ 2,808	(\$ 406)
Special Transit Fares	5,908	5,636	272
Total Operating Revenue	\$ 8,311	\$ 8,445	(\$ 134)
Operating Expense			
Labor - Regular	\$ 19,172	\$ 18,098	(\$ 1,074)
Labor - OT	3,136	1,066	(2,070)
Fringe	19,425	19,394	(31)
Non-Personnel <i>(excludes COVID costs)</i>	11,943	15,994	4,050
Total OpEx	\$ 53,677	\$ 54,552	\$ 876
Operating Surplus/(Deficit)	(\$ 45,366)	(\$ 46,108)	\$ 742
<i>Farebox Recovery</i>	<i>15.5%</i>	<i>15.5%</i>	<i>0.0%</i>
Non-Operating Revenue/(Expense)			
Sales Tax/including Measure D	\$ 30,112	\$ 28,901	\$ 1,212
Federal/State Grants	13,104	11,934	1,170
COVID Relief Grants	10,283	7,469	2,813
Pension UAL/Bond Interest Payment	(1,308)	(1,308)	(0)
All Other	2,801	1,099	1,701
Total Non-Operating Revenue/(Expense)	\$ 54,992	\$ 48,096	\$ 6,896
Operating Surplus/(Deficit) before Transfers	\$ 9,626	\$ 1,988	\$ 7,638
Transfers and Other			
Transfers to Bus Replacement Fund	(\$ 2,564)	(\$ 2,150)	(\$ 414)
Operating Surplus/(Deficit) after Transfers	\$ 7,061	(\$ 162)	\$ 7,224

- \$0.7M Operating Surplus driven by lower non-personnel costs primarily due to lower fuel costs as prices have decreased and project delays; offset by increased Wages, OT, and Fringe due to increase in hirings
- Sales tax of \$30.1M is 4.2% higher than budget
- Interest Income higher than anticipated along with higher STA grant and reimbursable costs against the ARPA Grant

9.3A.8

Capital Spending

May 31, 2024 Capital Budget Spend

Project Category:	Month to Date		Year to Date		Full Year	
	Actuals*	Budget	Actuals*	Budget	Budget**	% Spend
Construction Related Projects	\$ 2,903	\$ 745	\$ 5,492	\$ 2,985	\$ 20,551	26.7%
IT Projects	69	333	1,251	1,740	2,369	52.8%
Facilities Repair & Improvements	-	84	103	212	2,724	3.8%
Revenue Vehicle Replacement	-	168	1,469	1,799	3,754	39.1%
Revenue Vehicle Electrification Projects	1	63	187	270	409	45.7%
Non-Revenue Vehicle Replacement	-	-	23	23	23	100.0%
Fleet & Maintenance Equipment	-	-	180	171	180	100.0%
Misc.	3	10	213	218	586	36.3%
Total	\$ 2,976	\$ 1,403	\$ 8,918	\$ 7,418	\$ 30,596	29.1%

YTD spending of \$8,918K is higher than budget of \$7,418K primarily due accelerated payments for the Pacific Station redevelopment project

* Pre-close financials, subject to adjustments post close

Questions?

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DATE: June 28, 2024
TO: Board of Directors
FROM: Chuck Farmer, DBE Liaison Officer, CFO
SUBJECT: ACCEPT AND FILE THE SEMI-ANNUAL REPORT ON THE STATUS OF METRO'S DISADVANTAGED BUSINESS ENTERPRISE PROGRAM

I. RECOMMENDED ACTION

That the Board of Directors accept and file the Semi-Annual Report on the status of METRO's Disadvantaged Business Enterprise Program

II. SUMMARY

- As a recipient of federal funds, Santa Cruz Metropolitan Transit District (METRO) participates in the federal Disadvantaged Business Enterprise (DBE) Program as specified in Title 49, Code of Federal Regulations, Part 26 (49 CFR 26).
- The Federal Transit Administration (FTA) requires METRO to recalculate its DBE goal triennially and to report goal attainment semi-annually as a requirement to receive federal funds.
- METRO's FFY24-26 goal for DBE participation is 0.00% of all federally funded procurements with competitive contract bidding opportunities.
- A Semi-Annual report provided to the Board in concurrence with the FTA reporting schedule per METRO's DBE Policy.
- October 1, 2023 – March 31, 2024, METRO's DBE attainment was 0.00% for contracts awarded, 72.28% for payments on ongoing contracts, and 0.00% payments on completed contracts.

III. DISCUSSION/BACKGROUND

The Department of Transportation established a Disadvantaged Business Enterprise (DBE) Program in 1980 to ensure that firms competing for federally funded contracts are not subject to unlawful discrimination. DBEs, as defined by the US Department of Transportation, are for-profit small business concerns where socially and economically disadvantaged individuals own at least a 51% interest and also control management and daily business operations. African Americans, Hispanics, Native Americans, Asian-Pacific and Subcontinent Asian Americans, and women are presumed to be socially and economically disadvantaged. Other individuals can also qualify as socially and economically disadvantaged on a case-by-case basis.

The FTA requires each qualified recipient of more than \$250,000 annually in federal funds to implement a DBE program, recalculate a DBE goal triennially, and report its goal attainment semi-annually, as specified by 49 CFR 26. METRO received approximately \$12.2 million from the FTA in FFY23 and, therefore, maintained a DBE Program.

It is important to acknowledge the restrictions placed on DBE goal setting, attainment, and reporting:

- Only competitively biddable contracts with federal funding are counted in the procurement opportunities in which DBEs can participate.
 - The majority of METRO's FTA funding is used to pay for internal labor costs and fringe benefits, and is not required to be monitored for the DBE program.
- Several large expenses have no competitive contract opportunities:
 - Utilities, leases and rent payments, subscription services, membership costs, travel.
- Only certified DBEs can be included for setting goals and measuring attainment.
 - Many businesses are owned by minorities and women, but not all of these owners register as DBEs in the statewide program.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

Filing and accepting the semi-annual report on the status of METRO's Disadvantaged Business Enterprise Program aligns with METRO's goal of Financial Stability, Stewardship & Accountability because failing to do so jeopardizes the receipt of federal funding.

V. DBE STATUS

METRO's current DBE goal is 0.00% as seen in METRO's DBE semi-annual report for the period covering October 1, 2023 – March 31, 2024 provided as Attachment A. During this reporting period, METRO's DBE attainment for contracts awarded, payments on ongoing contracts, and payments on completed contracts is 0.00%, 72.28%, and 0.00%, respectively.

METRO's DBE goal for FFY24-26 is 0.00%. METRO anticipates using all available federal funds during this three-year period to purchase buses, which are not subject to the DBE goal-setting process. There are no additional federally funded contracting opportunities available for this three-year period.

VI. UPCOMING DBE OPPORTUNITIES

In the second half of FFY24, METRO does not anticipate any new contract opportunities. METRO anticipates using all available federal funds during this three-year period to purchase buses, which are not subject to the DBE goal-setting process. There are no additional federally funded contracting opportunities available for this three-year period.

VII. FINANCIAL CONSIDERATIONS/IMPACT

The DBE Program has direct expenses of less than \$1,389 for publishing ads and public hearing notices. Failure to update the goal and submit semi-annual reports would jeopardize METRO's receipt of over \$13.2 million in federal financial assistance in FFY24.

VIII. CHANGES FROM COMMITTEE

None

IX. ALTERNATIVES CONSIDERED

There are no alternatives. Receiving the semi-annual report is a legal requirement connected to METRO receiving federal financial assistance. Staff is required to provide this information to inform the Board of this important program per METRO's DBE policy, Art. III § 3.304(G).

X. ATTACHMENTS

Attachment A: June 1, 2024 DBE Semi-Annual Report (October 1, 2023 – March 31, 2024)

Prepared by: Cayla Hill, Planning Analyst

XI. APPROVALS

Approved as to fiscal impact:
Chuck Farmer, CFO



Corey Aldridge, CEO/General Manager



Attachment A

UNIFORM REPORT OF DBE COMMITMENTS/AWARDS AND PAYMENTS

FTA Section

Please refer to the instruction sheet for directions on filling out this form

1	Submitted to (check only one)	<input type="checkbox"/> FHWA	<input type="checkbox"/> FAA	<input checked="" type="checkbox"/> FTA - Recipient ID Number 1622
2	Grant Number(s) (FTA Recipients):			
3	Federal Fiscal year in which reporting period falls:	FFY24	4. Date This Report Submitted:	6/1/2024
5	Reporting Period:	<input checked="" type="checkbox"/> Report due for period Oct 1-Mar 31		<input type="checkbox"/> Report due for period April 1-Sep 30
6	Name and address of Recipient:	Recipient or subrecipient completing this form		
7	Annual DBE Goal(s):	Race Conscious Projection: 0.00%	Race Neutral Projection: 0.00%	Race Neutral Projection: 0.00%

Awards/Commitments this Reporting Period

		A	B	C	D	E	F	G	H	I
A	AWARDS/COMMITMENTS MADE DURING THIS REPORTING PERIOD (Total contracts and subcontracts committed during this reporting period)	Total Federal Share Dollars	Total Number	Total to DBEs (dollars)	Total to DBEs (number)	Total to DBEs/Race Conscious (dollars)	Total to DBEs/Race Conscious (number)	Total to DBEs/Race Neutral (dollars)	Total to DBEs/Race Neutral (number)	Percentage of total dollars to DBEs
8	Prime contracts awarded this period (Standard Agreements)	\$ -	0	\$ -	0			\$ -	0	#DIV/0!
9	Subcontracts awarded/committed this period (3rd Party Contracts)	\$ -	0	\$ -	0	\$ -	0	\$ -	0	#DIV/0!
10	TOTAL			\$ -	0	\$ -	0	\$ -	0	#DIV/0!

		A	B	C	D	E	F
B	BREAKDOWN BY ETHNICITY & GENDER	Total to DBE (dollar amount)			Total to DBE (number)		
		Women	Men	Total	Women	Men	Total
11	Black American	\$ -	\$ -	\$ -	0	0	0
12	Hispanic American	\$ -	\$ -	\$ -	0	0	0
13	Native American	\$ -	\$ -	\$ -	0	0	0
14	Asian-Pacific American	\$ -	\$ -	\$ -	0	0	0
15	Subcontinent Asian Americans	\$ -	\$ -	\$ -	0	0	0
17	Non-Minority	\$ -	\$ -	\$ -	1	0	1
17	TOTAL	\$ -	\$ -	\$ -	1	0	1

Payments Made this Reporting Period

		A	B	C	D	E	F
C	PAYMENTS ON ONGOING CONTRACTS	Total Number of Contracts	Total Dollars Paid	Total Number of Contracts with DBEs	Total Payments to DBE firms	Total Number of DBE firms Paid	Percent to DBEs
18	Prime and subcontracts currently in progress	3	\$ 14,407.00	1	\$ 10,414.00	0	72.28%

		A	B	C	D	E
D	TOTAL PAYMENTS ON CONTRACTS COMPLETED THIS REPORTING PERIOD	Number of Contracts Completed	Total Dollar Value of Contracts Completed	DBE Participation Needed to Meet Goal (Dollars)	Total DBE Participation (Dollars)	Percent to DBEs
19	Race Conscious	0	\$ -	\$ -	\$ -	#DIV/0!
20	Race Neutral	0	\$ -	\$ -	\$ -	#DIV/0!
21	Totals	0	\$ -	\$ -	\$ -	#DIV/0!

22 Submitted by: Cayla Hill	23. Signature:	24. Phone Number: 831-420-2581
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DATE: June 28, 2024
TO: Board of Directors
FROM: Chuck Farmer, Chief Financial Officer
SUBJECT: CONSIDERATION OF DECLARING VEHICLES AND/OR EQUIPMENT AS EXCESS FOR PURPOSES OF DISPOSAL OR AUCTION

I. RECOMMENDED ACTION

That the Board of Directors approve a resolution declaring vehicles and/or obsolete equipment as ready for disposal or auction and direct the CEO to dispose of the surplus 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 to ensure that complete and accurate data will be exported to the new accounting system. The capital items listed below have been deemed as obsolete, identified in the Excess Vehicle & Equipment Listing (Exhibit A):

- | | |
|-----------------------------|-----------|
| • ANNOUNCEMENT SYSTEM #1610 | B1610.00L |
| • ANNOUNCEMENT SYSTEM #1611 | B1611.00L |
| • ANNOUNCEMENT SYSTEM #1612 | B1612.00L |
| • PARK & RIDE SOQUEL – BLDG | A0060.01A |
| • DUAL 1GHZ SERVER | 04664.00A |

- PRECISION WKSTN 05370.00A
- HASTUS ATP MODULE 005588.00F
- TRAPEZE PASS-CERT 005622.00F
- VOIP-PHONE SYS-SJB INSTALL 005620.01A
- VOIP-PHONE SYS-ROUTER 005007.00F
- 36 WIDE FLOORSCANNER 006197.00F
- HASTUS-THIN CLIENTS, KEYBDS,
MONITORS 005794.02C
- TRAPEZE PASS MON INTERFACE
(SGR #2) 6466.00A&C
- CCTV SYSTEM – CAMERA 5686.00F
- CCTV SYSTEM - CAMERA 5701.00F
- CCTV SYSTEM - CAMERA 5707.00F
- CCTV SYSTEM - CAMERA 5709.00F
- CCTV SYSTEM - CAMERA 5720.00F
- CCTV SYSTEM - CAMERA 5761.00F
- CCTV SYSTEM - CAMERA 5765.00F
- CCTV SYSTEM - CAMERA 5766.00F
- CCTV SYSTEM - CAMERA 5768.00F
- CCTV SYSTEM - CAMERA 5769.00F
- CCTV SYSTEM - CAMERA 5770.00F
- CCTV SYSTEM - RACK 5782.00F
- CCTV SYSTEM - RACK 5783.00F
- CCTV SYSTEM - SWITCH 5784.00F
- CCTV SYSTEM - SWITCH 5785.00F
- CCTV SYSTEM - UPS 5771.00F
- CCTV SYSTEM - UPS 5772.00F
- CCTV SYSTEM - vSTAC 36TB SERVER
APPLIANCE 5777.00F
- CCTV SYSTEM - vSTAC 36TB SERVER
APPLIANCE 5778.00F
- CCTV SYSTEM - STORAGE 5779.00F

• CCTV SYSTEM - STORAGE	5780.00F
• CCTV SYSTEM - STORAGE	5781.00F
• CCTV SYSTEM - CAMERA	5727.00F
• CCTV SYSTEM - vSTAC 36TB SERVER APPLIANCE	6033.00F
• CCTV SYSTEM - SWITCH	6034.00F
• CCTV SYSTEM - vSTAC 36TB SERVER APPLIANCE	6035.00F
• CCTV SYSTEM - vSTAC 36TB SERVER APPLIANCE	6036.00F
• CCTV SYSTEM - CAMERA	6026.00F
• CCTV SYSTEM - CAMERA	6030.00F
• CCTV SYSTEM - MAINT 4/1/13 TO 3/31/14	none
• CCTV SYSTEM - MAINT 1/1/13 TO 12/31/13	none
• A/C INSTALL / SURVEILLANCE SERVER ROOM-PACIFIC STATION	006149.00F
• GENERATOR INSTALL AT METROCENTER	005487.00F
• METRO CENTER BUS SHELTER	S2238.00A
• MAINTSTAR + MISC	005669.01F
• MAINTSTAR PROGRAMMING TRANSIT INTELL.	005669.03F
• MAINTSTAR ADVANCED W/O QUERY MODULE	006492.00F

The assets recommended for disposal are fully depreciated. 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 will be processing them for disposal, recycling or auction, if appropriate.

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

IV. 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 do 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 June 28, 2024

IX. APPROVALS:

Approved as to fiscal impact:
Chuck Farmer, CFO



Corey Aldridge, 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 06/28/2024, "Exhibit A" and may be disposed of or auctioned as such:

- ANNOUNCEMENT SYSTEM #1610 B1610.00L
- ANNOUNCEMENT SYSTEM #1611 B1611.00L
- ANNOUNCEMENT SYSTEM #1612 B1612.00L
- PARK & RIDE SOQUEL – BLDG A0060.01A

Attachment A

Resolution No. _____
Page 2 of 5

- DUAL 1GHZ SERVER 04664.00A
- PRECISION WKSTN 05370.00A
- HASTUS ATP MODULE 005588.00F
- TRAPEZE PASS-CERT 005622.00F
- VOIP-PHONE SYS-SJB INSTALL 005620.01A
- VOIP-PHONE SYS-ROUTER 005007.00F
- 36 WIDE FLOORSCANNER 006197.00F
- HASTUS-THIN CLIENTS, KEYBDS,
MONITORS 005794.02C
- TRAPEZE PASS MON INTERFACE
(SGR #2) 6466.00A&C
- CCTV SYSTEM – CAMERA 5686.00F
- CCTV SYSTEM - CAMERA 5701.00F
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- CCTV SYSTEM - CAMERA 5709.00F
- CCTV SYSTEM - CAMERA 5720.00F
- CCTV SYSTEM - CAMERA 5761.00F
- CCTV SYSTEM - CAMERA 5765.00F
- CCTV SYSTEM - CAMERA 5766.00F
- CCTV SYSTEM - CAMERA 5768.00F
- CCTV SYSTEM - CAMERA 5769.00F
- CCTV SYSTEM - CAMERA 5770.00F
- CCTV SYSTEM - RACK 5782.00F
- CCTV SYSTEM - RACK 5783.00F
- CCTV SYSTEM - SWITCH 5784.00F
- CCTV SYSTEM - SWITCH 5785.00F
- CCTV SYSTEM - UPS 5771.00F
- CCTV SYSTEM - UPS 5772.00F
- CCTV SYSTEM - vSTAC 36TB SERVER
APPLIANCE 5777.00F
- CCTV SYSTEM - vSTAC 36TB SERVER
APPLIANCE 5778.00F
- CCTV SYSTEM - STORAGE 5779.00F

Attachment A

Resolution No. _____

Page 3 of 5

• CCTV SYSTEM - STORAGE	5780.00F
• CCTV SYSTEM - STORAGE	5781.00F
• CCTV SYSTEM - CAMERA	5727.00F
• CCTV SYSTEM - vSTAC 36TB SERVER APPLIANCE	6033.00F
• CCTV SYSTEM - SWITCH	6034.00F
• CCTV SYSTEM - vSTAC 36TB SERVER APPLIANCE	6035.00F
• CCTV SYSTEM - vSTAC 36TB SERVER APPLIANCE	6036.00F
• CCTV SYSTEM - CAMERA	6026.00F
• CCTV SYSTEM - CAMERA	6030.00F
• CCTV SYSTEM - MAINT 4/1/13 TO 3/31/14	none
• CCTV SYSTEM - MAINT 1/1/13 TO 12/31/13	none
• A/C INSTALL / SURVEILLANCE SERVER ROOM-PACIFIC STATION	006149.00F
• GENERATOR INSTALL AT METROCENTER	005487.00F
• METRO CENTER BUS SHELTER	S2238.00A
• MAINTSTAR + MISC	005669.01F
• MAINTSTAR PROGRAMMING TRANSIT INTELL.	005669.03F
• MAINTSTAR ADVANCED W/O QUERY MODULE	006492.00F

PASSED AND ADOPTED by the Board of Directors of the Santa Cruz Metropolitan Transit District on June 28, 2024, by the following vote:

AYES: DIRECTORS –

NOES: DIRECTORS –

ABSENT: DIRECTORS –

Attachment A

Resolution No. _____

Page 4 of 5

ABSTAIN: DIRECTORS –

APPROVED:

KRISTEN BROWN, Board Chair

ATTEST:

COREY ALDRIDGE
CEO/General Manager

APPROVED AS TO FORM:

JULIE SHERMAN
General Counsel

Attachment A

Resolution No. _____
Page 5 of 5

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

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
EXCESS VEHICLE & EQUIPMENT LISTING AS OF 06/28/2024

(Attached)

Exhibit A

EXCESS VEHICLE & EQUIPMENT LISTING AS OF 06/28/2024												
Vehicle or Asset Tag #	Description	Acquisition Date	Cost	Accumulated Depreciation	Net Book Value	Est. Market Value	Reason for Disposal	Condition	VIN / SN	License #		
B1610.00L	ANNOUNCEMENT SYSTEM #1610	10/1/2018	\$ 8,555.00	\$ 8,555.00	\$ -	\$ -	DECOMMISSIONED	POOR	N/A	N/A		
B1611.00L	ANNOUNCEMENT SYSTEM #1611	10/1/2018	\$ 8,555.00	\$ 8,555.00	\$ -	\$ -	DECOMMISSIONED	POOR	N/A	N/A		
B1612.00L	ANNOUNCEMENT SYSTEM #1612	10/1/2018	\$ 8,555.00	\$ 8,555.00	\$ -	\$ -	DECOMMISSIONED	POOR	N/A	N/A		
A0060.01A	PARK & RIDE SOQUEL - BLDG	5/1/1986	\$ 58,583.25	\$ 58,583.25	\$ -	\$ -	DEMOLITION	POOR	N/A	N/A		
04664.00A	DUAL 1GHZ SERVER	07/01/2001	\$ 9,345.17	\$ 9,345.17	\$ -	\$ -	DECOMMISSIONED	POOR	8HDKN01	N/A		
05370.00A	PRECISION WKSTN	06/01/2007	\$ 6,552.81	\$ 6,552.81	\$ -	\$ -	DECOMMISSIONED	POOR	9MRSVC1	N/A		
005588.00F	HASTUS ATP MODULE	09/01/2008	\$ 37,674.33	\$ 37,674.33	\$ -	\$ -	DECOMMISSIONED	POOR	N/A	N/A		
005622.00F	TRAPEZE PASS-CERT	06/01/2010	\$ 41,954.49	\$ 41,954.49	\$ -	\$ -	DECOMMISSIONED	POOR	N/A	N/A		
005620.01A	VOIP-PHONE SYS-SJB INSTALL	10/01/2009	\$ 5,829.34	\$ 5,829.34	\$ -	\$ -	DECOMMISSIONED	POOR	N/A	N/A		
005007.00F	VOIP-PHONE SYS-ROUTER	10/01/2009	\$ 10,219.20	\$ 10,219.20	\$ -	\$ -	DECOMMISSIONED	POOR	210235A299B089000224	N/A		
006197.00F	36 WIDE FLOORSCANNER	07/01/2012	\$ 8,473.27	\$ 8,473.27	\$ -	\$ -	DECOMMISSIONED	POOR	WTC36C-300-001999O42B2C	N/A		
005794.02C	HASTUS-THIN CLIENTS, KEYBDS, MONITORS	01/01/2012	\$ 24,874.17	\$ 24,874.17	\$ -	\$ -	DECOMMISSIONED	POOR	N/A	N/A		
6466.00A&C	TRAPEZE PASS MON INTERFACE (SGR #2)	07/01/2014	\$ 108,780.12	\$ 108,780.12	\$ -	\$ -	DECOMMISSIONED	POOR	N/A	N/A		
5686.00F	CCTV SYSTEM - CAMERA	3/31/2014	\$ 5,129.68	\$ 5,129.68	\$ -	\$ -	DECOMMISSIONED	POOR	S0130136313	N/A		
5701.00F	CCTV SYSTEM - CAMERA	3/31/2014	\$ 5,129.68	\$ 5,129.68	\$ -	\$ -	DECOMMISSIONED	POOR	S013013597E	N/A		
5707.00F	CCTV SYSTEM - CAMERA	3/31/2014	\$ 5,129.68	\$ 5,129.68	\$ -	\$ -	DECOMMISSIONED	POOR	S0130135637	N/A		
5709.00F	CCTV SYSTEM - CAMERA	3/31/2014	\$ 5,129.68	\$ 5,129.68	\$ -	\$ -	DECOMMISSIONED	POOR	S013013566A	N/A		
5720.00F	CCTV SYSTEM - CAMERA	3/31/2014	\$ 5,129.68	\$ 5,129.68	\$ -	\$ -	DECOMMISSIONED	POOR	S0130137011	N/A		
5761.00F	CCTV SYSTEM - CAMERA	3/31/2014	\$ 5,836.55	\$ 5,836.55	\$ -	\$ -	DECOMMISSIONED	POOR	N/A	N/A		
5765.00F	CCTV SYSTEM - CAMERA	3/31/2014	\$ 5,400.46	\$ 5,400.46	\$ -	\$ -	DECOMMISSIONED	POOR	00501A1A217E	N/A		
5766.00F	CCTV SYSTEM - CAMERA	3/31/2014	\$ 5,400.46	\$ 5,400.46	\$ -	\$ -	DECOMMISSIONED	POOR	00501A20087E	N/A		
5768.00F	CCTV SYSTEM - CAMERA	3/31/2014	\$ 5,400.46	\$ 5,400.46	\$ -	\$ -	DECOMMISSIONED	POOR	00501A1A220D	N/A		
5769.00F	CCTV SYSTEM - CAMERA	3/31/2014	\$ 5,400.46	\$ 5,400.46	\$ -	\$ -	DECOMMISSIONED	POOR	00501A1A222D	N/A		
5770.00F	CCTV SYSTEM - CAMERA	3/31/2014	\$ 5,400.46	\$ 5,400.46	\$ -	\$ -	DECOMMISSIONED	POOR	00501A2B05EA	N/A		
5782.00F	CCTV SYSTEM - RACK	3/31/2014	\$ 5,681.47	\$ 5,681.47	\$ -	\$ -	DECOMMISSIONED	POOR	N/A	N/A		
5783.00F	CCTV SYSTEM - RACK	3/31/2014	\$ 5,681.47	\$ 5,681.47	\$ -	\$ -	DECOMMISSIONED	POOR	N/A	N/A		
5784.00F	CCTV SYSTEM - SWITCH	3/31/2014	\$ 5,860.31	\$ 5,860.31	\$ -	\$ -	DECOMMISSIONED	POOR	CN233JE075	N/A		
5785.00F	CCTV SYSTEM - SWITCH	3/31/2014	\$ 5,860.31	\$ 5,860.31	\$ -	\$ -	DECOMMISSIONED	POOR	CN233JE03B	N/A		
5771.00F	CCTV SYSTEM - UPS	3/31/2014	\$ 5,059.91	\$ 5,059.91	\$ -	\$ -	DECOMMISSIONED	POOR	IS1224003407	N/A		
5772.00F	CCTV SYSTEM - UPS	3/31/2014	\$ 5,059.91	\$ 5,059.91	\$ -	\$ -	DECOMMISSIONED	POOR	IS1224003411	N/A		
5777.00F	CCTV SYSTEM - vSTAC 36TB server appliance	3/31/2014	\$ 46,335.05	\$ 46,335.05	\$ -	\$ -	DECOMMISSIONED	POOR	1QV5V1	N/A		
5778.00F	CCTV SYSTEM - vSTAC 36TB server appliance	3/31/2014	\$ 46,335.05	\$ 46,335.05	\$ -	\$ -	DECOMMISSIONED	POOR	455W7V1	N/A		
5779.00F	CCTV SYSTEM - STORAGE	3/31/2014	\$ 37,517.44	\$ 37,517.44	\$ -	\$ -	DECOMMISSIONED	POOR	JQZMS1	N/A		
5780.00F	CCTV SYSTEM - STORAGE	3/31/2014	\$ 37,517.44	\$ 37,517.44	\$ -	\$ -	DECOMMISSIONED	POOR	JQZTFS1	N/A		
5781.00F	CCTV SYSTEM - STORAGE	3/31/2014	\$ 37,701.22	\$ 37,701.22	\$ -	\$ -	DECOMMISSIONED	POOR	3P5DJS1	N/A		
5727.00F	CCTV SYSTEM - CAMERA	3/31/2014	\$ 5,129.67	\$ 5,129.67	\$ -	\$ -	DECOMMISSIONED	POOR	S0130137088	N/A		
6033.00F	CCTV SYSTEM - vSTAC 36TB SERVER APPLIANC	3/31/2014	\$ 43,442.78	\$ 43,442.78	\$ -	\$ -	DECOMMISSIONED	POOR	BXKZ5V1	N/A		
6034.00F	CCTV SYSTEM - SWITCH	3/31/2014	\$ 6,224.63	\$ 6,224.63	\$ -	\$ -	DECOMMISSIONED	POOR	CN234JE3SL	N/A		
6035.00F	CCTV SYSTEM - vSTAC 36TB SERVER APPLIANC	3/31/2014	\$ 43,442.78	\$ 43,442.78	\$ -	\$ -	DECOMMISSIONED	POOR	BXBY5V1	N/A		
6036.00F	CCTV SYSTEM - CAMERA	3/31/2014	\$ 35,345.78	\$ 35,345.78	\$ -	\$ -	DECOMMISSIONED	POOR	F9S8WV1	N/A		
6030.00F	CCTV SYSTEM - CAMERA	3/31/2014	\$ 5,552.78	\$ 5,552.78	\$ -	\$ -	DECOMMISSIONED	POOR	3015111	N/A		
none	CCTV SYSTEM - CAMERA	3/31/2014	\$ 5,801.78	\$ 5,801.78	\$ -	\$ -	DECOMMISSIONED	POOR	00501A280D05	N/A		
none	CCTV SYSTEM - MAINT 4/1/13 TO 3/31/14	3/31/2014	\$ 24,408.37	\$ 24,408.37	\$ -	\$ -	DECOMMISSIONED	POOR	N/A	N/A		
006149.00F	A/C INSTALL / SURVEILLANCE SERVER ROOM-P	12/1/2015	\$ 53,917.14	\$ 53,917.14	\$ -	\$ -	DECOMMISSIONED	POOR	N/A	N/A		
005487.00F	GENERATOR INSTALL AT METROCENTER	5/1/2012	\$ 20,534.67	\$ 20,534.67	\$ -	\$ -	DECOMMISSIONED	POOR	PUY-A18NHA6	N/A		
S2238.00A	METRO CENTER BUS SHELTER	12/31/2001	\$ 8,582.00	\$ 8,582.00	\$ -	\$ -	DECOMMISSIONED	POOR	N/A	N/A		
005669.01F	MAINTSTAR + MISC	7/1/2010	\$ 262,388.64	\$ 262,388.64	\$ -	\$ -	DECOMMISSIONED	POOR	N/A	N/A		
005669.03F	MAINTSTAR PROGRAMMING TRANSIT INTELL.	4/1/2012	\$ 6,845.00	\$ 6,845.00	\$ -	\$ -	DECOMMISSIONED	POOR	N/A	N/A		
006492.00F	MAINTSTAR ADVANCED W/O QUERY MODULE	3/1/2016	\$ 5,500.00	\$ 5,500.00	\$ -	\$ -	DECOMMISSIONED	POOR	N/A	N/A		



DATE: June 28, 2024
TO: Board of Directors
FROM: Dawn Crummié, Human Resources Director
SUBJECT: FY25 RENEWAL OF EXCESS WORKERS' COMPENSATION INSURANCE THROUGH PUBLIC RISK INNOVATION, SOLUTIONS, AND MANAGEMENT (PRISM)

I. RECOMMENDED ACTION

That the Board of Directors authorize the renewal of excess workers' compensation insurance administered by Public Risk Innovation, Solutions, and Management

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) carries excess workers' compensation insurance through Public Risk Innovation, Solutions, and Management (PRISM).
- The latest estimated premium for excess workers' compensation insurance for FY25 is **\$246,000 to \$250,000**. PRISM's final proposed premium is not expected to be available until the end of June.
- Staff recommends that the Board of Directors (Board) authorize payment to PRISM in the amount of the final premium proposed by PRISM for participation in the FY25 excess workers' compensation insurance.

III. DISCUSSION/BACKGROUND

PRISM, formerly known as California State Association of Counties Excess Insurance Authority (CSAC EIA), is a Joint Powers Authority (JPA) formed in 1979 by an assortment of California counties and public agencies for the sole purpose of finding cost-effective insurance solutions and risk management services for its members. METRO has been a member of PRISM since 2003, when it began carrying its Excess Workers' Compensation Insurance for individual worker's compensation claims exceeding \$350,000. PRISM has a contract with Alliant for broker services, which is periodically evaluated and renewed.

PRISM's latest estimated premium for FY25 is **\$246,000 to \$250,000**. This premium estimate is based on METRO's estimated 2024/25 payroll and METRO's workers' compensation claim experience in past years.

PRISM's final premium proposals for the 2020/21, 2021/22, 2022/23 and 2023/24 fiscal years were \$144,759, \$175,613, \$181,528, and \$211,418 respectively. See Attachment B for a history of annual premiums.

Staff recommends that the Board authorize payment to PRISM for the final 2024/25 premium amount, which, based on the latest estimate, is expected to be in the range of **\$246,000 to \$250,000** minus a payroll audit adjustment of \$3,963. PRISM's final proposed premium is not expected to be available until the end of June.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This report aligns with the following Strategic Priorities:

- Safety First Culture
- Financial Stability, Stewardship & Accountability

V. FINANCIAL CONSIDERATIONS/IMPACT

The FY25 latest premium estimate has increased from last year's final premium by 16%-18%. Minus a 2022/23 audit adjustment of \$3,963, the final collectible is expected to be from \$242,037 to \$246,037.

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

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

None. METRO is legally obligated to provide Workers' Compensation Insurance to its employees, and pricing through PRISM is more favorable than what METRO could obtain on its own due to economies of scale.

VIII. ATTACHMENTS

Attachment A: 2024/25 V2 Premium Estimate from PRISM

Attachment B: History of Annual Premiums

Prepared by: Joan Jeffries, Purchasing Manager

IX. APPROVALS

Dawn Crummié
Human Resources Director



Approved as to fiscal impact:
Chuck Farmer, CFO



Corey Aldridge, CEO/General Manager



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Attachment A Public Risk Innovation, Solutions, and Management (PRISM)

2024/25 Budget Estimates, February 2024

Santa Cruz Metro Transit District

This second round of estimates have been prepared to further aid you in budgeting for the 2024/25 fiscal year. Since the initial version provided in October, we have updated the budget estimates to reflect the estimated 2024/25 exposure information submitted via the renewal applications and losses evaluated as of 6/30/2023. Estimates also include updated pool rates as approved by the Underwriting and Executive Committee. Rates are still pending Board approval in March. The estimates provided are intended to be conservative therefore we recommend you budget towards the high end of the range. Included with the Budget Estimate Report is the Loss Performance Impact Summary Report which will include your experience modification (Ex-Mod) chart and also include information about Pool and Excess Loss Surcharge Credits and Debits.

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

Excess Workers' Compensation Program

Premium

22/23 Premium:	\$181,528	2022/23 Estimated Payroll:	\$23,755,671
23/24 Premium:	\$211,418	2023/24 Estimated Payroll:	\$25,187,083
24/25 Estimated Premium:	\$246,000 to \$250,000	2024/25 Estimated Payroll:	\$25,292,650
Payroll Audit:	(\$3,963)		
Estimated Collectible:	\$242,037 to \$246,037		

The Pool rates are updated and the Program is funded at an 80% Confidence Level, discounted at 3.75% for investment income. Increasing the discount from 3.5% to 3.75% provides some rate relief to the members and positively impacts the Program's Net Position. Pool rates are still pending the PRISM's Board approval in March of 2024. Reinsurance/Excess Premiums are estimated with assumptions applied at this time. Administrative costs and fees are also estimated. Members who reported payroll exposure increases greater than 5% over last year, may see premium increases that are higher than the range provided in October. If your agency has directed us to apply the 2022/23 payroll audit to your 2024/25 premium, it has been included in the total collection shown. If you have decided to handle the payroll audit outside of the renewal premium, the estimated premium shown is the estimated total collection.

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Attachment B



History of METRO's Annual Costs for Excess Workers' Compensation Insurance through PRISM

Term	Final Premium
2020/21	\$144,759
2021/22	\$175,613
2022/23	\$181,528
2023/24	\$211,418

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DATE: June 28, 2024
TO: Board of Directors
FROM: Gregory Strecker, Safety, Security and 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 June 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 three claims for the month of June 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
Mauricio Magdeleno /Allstate	24-0012	Claimant alleges that METRO damaged his vehicle. Amount of claim: \$1,914.37.	Reject
Misun Jung	24-0013	Claimant alleges that METRO is responsible for her missed flight. Amount of claim: \$678.28.	Reject
April Heinsaar	24-0014	Claimant alleges that METRO damaged her vehicle. Amount of claim: \$10,000.	Reject

Prepared by: Tom Szestowicki, Safety Specialist

IX. APPROVALS

Gregory Strecker, Safety, Security
and Risk Management Director



Corey Aldridge,
CEO/General Manager



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DATE: June 28, 2024
TO: Board of Directors
FROM: Gregory Strecker, Safety, Security and Risk Management Director
SUBJECT: RENEWAL OF LIABILITY AND VEHICLE PHYSICAL DAMAGE INSURANCE PROGRAM COVERAGE WITH CALTIP FOR FY25

I. RECOMMENDED ACTION

That the Board of Directors authorize payment to the California Transit Indemnity Pool (CalTIP) in the amount of \$902,584 to participate in the FY25 liability and vehicle physical damage insurance coverage programs

II. SUMMARY

- Santa Cruz Metropolitan Transit District (METRO) carries liability and vehicle physical damage insurance through California Transit Indemnity Pool (CalTIP), a pool of California public transit agencies established in 1987.
- The Liability Program Contribution Deposit for FY25 for \$785,519 provides for general liability, and public officials' errors and omissions.
- The Vehicle Physical Damage Program Contribution Deposit for FY25 is \$117,065 for vehicle physical damage insurance coverage.
- Staff recommends that the Board of Directors (Board) authorize payment to CalTIP for \$902,584 for participation in the FY24 liability and vehicle physical damage insurance coverage programs.

III. DISCUSSION/BACKGROUND

METRO has been a member of CalTIP since its inception in 1987. Each member agency has a representative on CalTIP's Board of Directors. Chuck Farmer, CFO is METRO's appointed Director to the CalTIP Board and following approval of the consent calendar in June 2024, Gregory Strecker, Safety, Security and Risk Management Director, is METRO's appointed alternate Director to the Board.

In 2016 METRO moved to CalTIP's full service program as there were no internal resources available within METRO to handle the liability and vehicle physical damage insurance coverage program.

Liability: CalTIP's Liability Program provides protection against covered losses for bodily injury or physical damage caused by METRO or a METRO-owned vehicle. The pooled and excess coverage provides general liability, public officials' errors and omissions, and vehicle liability. CalTIP self-funds or "pools" the first \$2.0M of liability coverage for any claim. The \$2.0M is inclusive of METRO's Self-Insured Retention (SIR), which is \$250K. CalTIP purchases reinsurance and excess

insurance applying to losses that exceed the \$2.0M pooled layer. The general liability coverage limit is now \$25M.

The premium for liability coverage for FY25 is \$785,519 an increase of \$112,891 or 16.8% over FY24. This increase in premium is primarily due to an increase in the pool layers, increase in hazard exposures, increase in revenue service miles, and offset with increased investment earnings.

Vehicle Physical Damage (VPD): The VPD Program provides comprehensive and collision coverage to transit, staff and maintenance vehicles. CalTIP currently self-funds, or “pools”, the first \$100K of coverage over the member agency’s deductible. METRO’s per vehicle deductible is \$500 for non-revenue vehicles and \$5K for buses and paratransit vehicles. CalTIP purchases excess insurance for losses exceeding \$100K and currently provides METRO with coverage up to \$20M per occurrence.

The premium for vehicle physical damage coverage for FY25 is \$117,065, an increase of \$21,057 or 21.9% from FY24. This increase is attributable to one pool layer increased rates.

Below is the table reflecting five years of experience broken out by Liability and Vehicle Physical Damage insurance coverage program:

Liability Program

Program Year	2021/21	2021/22	2022/23	2023/24	2024/25
Net Contribution	\$686,114	\$698,677	\$663,604	\$672,628	\$785,519

Vehicle Physical Damage Program

Program Year	2020/21	2021/22	2022/23	2023/24	2024/25
Net Contribution	\$64,647	\$46,599	\$93,190	\$96,008	\$117,065

Staff recommends that the Board authorize payment to CalTIP in the amount of \$902,584 for participation in the FY25 liability and vehicle physical damage insurance coverage programs.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This report aligns with the following METRO Strategic Priorities:

1. Financial Stability, Stewardship & Accountability
2. Service Quality and Delivery

V. FINANCIAL CONSIDERATIONS/IMPACT

The following outlines the elements of the above recommendation:

1. Amount of recommendation: \$902,584
2. Source of Funding: \$902,584 from the FY25 Operating Budget
3. Expense accounts to charge: Insurance Property - 506011 / Insurance PL&PD - 506015

VI. CHANGES FROM COMMITTEE

N/A.

VII. ALTERNATIVES CONSIDERED

- Using an alternate insurance carrier would cause METRO to lose many of the other important services provided by CalTIP, including safety and risk control programs: the Field Service Program, SambaSafety (Electronic Employee Pull Notice) and the Bus Operator Selection Survey (BOSS), to name a few.
- METRO could self-insure – but does not currently have the cash reserves to support such a program.

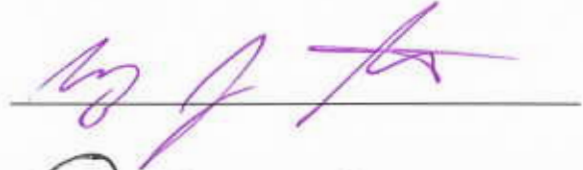
VIII. ATTACHMENTS

None

Prepared by: Gregory Strecker, Safety, Security and Risk Management
Director

IX. APPROVALS

Gregory Strecker, Safety, Security,
and Risk Management Director



Approved as to fiscal impact:
Chuck Farmer, CFO



Corey Aldridge, CEO/General Manager





DATE: June 28, 2024
TO: Board of Directors
FROM: John Urgo, Planning and Development Director
SUBJECT: **CONSIDER AUTHORIZING THE CEO/GM TO EXECUTE A GRANT AGREEMENT BETWEEN THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT AND MIDPEN HOUSING CORPORATION TO FUND CERTAIN PREDEVELOPMENT COSTS FOR THE WATSONVILLE TRANSIT CENTER - INFILL TRANSIT ORIENTED DEVELOPMENT PROJECT**

I. RECOMMENDED ACTION

That the Board of Directors authorize the CEO/GM to execute a Grant Agreement between the Santa Cruz Metropolitan Transit District and MidPen Housing Corporation for certain funds awarded through AMBAG's REAP 2.0 program.

II. SUMMARY

- In November 2023, the Association of Monterey Bay Area Governments (AMBAG) awarded the Santa Cruz Metropolitan Transit District (METRO) \$2 million through the Regional Early Action Planning Grants of 2021 program (REAP 2.0).
- METRO will use its REAP 2.0 award to fund predevelopment costs for the Watsonville Transit Center – Infill Transit Oriented Development project, which will construct 60+ deed-restricted affordable housing units and a new transit center at the current Watsonville Transit Center site.
- In order to assist in determining the feasibility of the Project, METRO will provide a grant to MidPen Housing Corporation in an amount not to exceed \$2 million from the available REAP 2.0 funds.
- Staff recommends that the Board authorize the CEO/GM to execute a Grant Agreement between the Santa Cruz Metropolitan Transit District and MidPen Housing Corporation for certain funds awarded through AMBAG's REAP 2.0 program.

III. DISCUSSION/BACKGROUND

In November 2023, AMBAG awarded METRO \$2 million through the Regional Early Action Planning Grants of 2021 program (REAP 2.0). The REAP 2.0 program provides funds to regional governments to accelerate housing production and

facilitate compliance with the 6th Cycle of the housing element, including regional housing need allocations. In addition, REAP 2.0 is specifically designed to provide Metropolitan Planning Organizations (MPO) and other Eligible Entities with tools and resources to help implement and advance plans, primarily including Sustainable Communities Strategies (SCS), as part of Regional Transportation Plans to pursue greenhouse gas emission reduction targets through land use and transportation changes.

METRO intends to use its REAP 2.0 award to fund predevelopment costs for the Watsonville Transit Center – Infill Transit Oriented Development project. The project will construct 60+ deed restricted affordable housing units, including units for extremely low-income individuals and units for very low-income individuals, in a 100% affordable housing development above the Watsonville transit center in downtown Watsonville. The project will also fund station retrofitting costs to improve transit connections to Santa Cruz, including accommodating new zero-emission buses and construction of a bike mobility hub. The \$2 million award will join \$8 million in committed funding awarded to METRO in April of 2023 from the Cycle 6 Transit and Intercity Rail Capital Program (TIRCP).

In order to assist in determining the feasibility of the Project, METRO will provide grant funds to MidPen in an amount not to exceed \$2 million from the available REAP 2.0 funds. The purpose of the grant is to provide funding for certain predevelopment costs expended by METRO, MidPen, and third-party consultants and contractors engaged by METRO and MidPen, including architecture, planning, plan check, permitting and other eligible costs for the project.

Upon satisfaction of the conditions set forth in the Grant Agreement, METRO will disburse Grant Proceeds to MidPen following the provision to METRO of a written requisition, specifying the amount and use of the requested Grant Proceeds, accompanied by copies of bills and invoices and such other documentation as METRO may reasonably require.

METRO has entered a Memorandum of Understanding (“MOU”) with AMBAG that controls the disbursement of the REAP 2.0 funds to METRO. The terms of the MOU are incorporated into the Grant Agreement in full and any changes in funding or in any other terms of the MOU are also fully incorporated.

Staff recommends that the Board of Directors authorize the CEO/GM to execute the Grant Agreement between METRO and MidPen Housing Corporation to fund certain predevelopment costs for the Watsonville Transit Center project.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

The actions taken in this report align with the following Strategic Priorities:

- Service Quality and Delivery
- Strategic Alliances and Community Outreach
- Financial Stability, Stewardship & Accountability

V. FINANCIAL CONSIDERATIONS/IMPACT

METRO has received \$2,000,000 in grant proceeds from the REAP 2.0 Program to fund predevelopment costs related to the construction of the Watsonville Transit Center – Infill Transit Oriented Development Project. There is no local match requirement.

VI. ALTERNATIVES CONSIDERED

The Board could direct staff not to execute the Grant Agreement with MidPen Housing Corporation. Staff does not recommend this alternative. METRO has partnered with MidPen for more than a decade, including the development of the affordable housing complex on METRO owned property immediately adjacent to the Watsonville Transit Center. MidPen is a qualified affordable housing developer with a locally staffed office in Watsonville and a strong community presence. MidPen is committed to developing projects that are 100% affordable, which supports the Board’s goal of developing 175+ units of affordable housing on METRO-owned property by the end of the decade. MidPen also aided METRO in developing the Watsonville Transit Center – Infill Transit Oriented Development proposal funded in the 2023 Cycle 6 TIRCP award.


VII. ATTACHMENTS

Attachment A: MidPen REAP 2.0 Grant Agreement

Prepared by: John Urgo, Planning and Development Director

VIII. APPROVALS:

John Uργο, Planning
and Development Director



Approved as to fiscal impact:
Chuck Farmer, CFO



Corey Aldridge, CEO/General Manager



Attachment A

EXCLUSIVE NEGOTIATING RIGHTS AGREEMENT

by and among

MIDPEN HOUSING CORPORATION

and

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATED: July 18th, 2024

Attachment A

THIS EXCLUSIVE NEGOTIATING RIGHTS AGREEMENT (this “**Agreement**”) is entered into by and between the Santa Cruz Metropolitan Transit District, a California municipal corporation (“**METRO**”) and MidPen Housing Corporation, a California non-profit corporation (the “**Developer**”) as of _____, 2024 (the “**Effective Date**”). METRO and the Developer are each referred to herein as “**Party**” or collectively referred to as the “**Parties.**”

WHEREAS, METRO is the owner of certain property known as the Watsonville Transit Center located at 475 Rodriguez St, Watsonville, CA 95076, known as Assessor Parcel Number 017-011-156 (the “**Property**”), as more particularly described in Exhibit A attached hereto and incorporated herein by this reference; and

WHEREAS, in February 2023 METRO submitted an application to Cycle 6 of the Transit and Intercity Rail Capital Program (the “**TIRCP**”) which named the Developer as responsible for the development of affordable housing on the Property; and

WHEREAS, the Developer proposes to build approximately sixty-one (61) affordable family housing units on the Property (the “**Project**”); and

WHEREAS, the affordable housing units proposed by Developer will be affordable to individuals and families earning between thirty percent (30%) and sixty percent (60%) of area median income; and

WHEREAS, the intent of both METRO and Developer under this Agreement is to establish a specific, limited period of time to negotiate a mutually acceptable governing documents for the potential ground lease of the Property and undertaking of the construction of the Project on the Property by the Developer; and

WHEREAS, METRO desires to negotiate one or more definitive agreements, including but not limited to disposition and development agreements, ground leases and affordable housing agreements (collectively, the “**Disposition Agreements**”) for the Project with Developer; and

WHEREAS, pursuant to Government Code Section 54221(f)(1)(F), disposition of the Property is not subject to the State Lands Act as the intended use of the Property is for affordable housing, provided the required exemption declaration is made by METRO's governing body.

NOW THEREFORE, in consideration of the mutual covenants and agreements hereinafter set forth and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. Good Faith Efforts to Negotiate. The Parties will use their best efforts to successfully negotiate Disposition Agreements for the ground lease of the Property and any other documents necessary for the construction of the Project. The Parties will diligently and in good faith pursue such negotiations. Furthermore, the Parties will use their best commercially reasonable efforts to obtain any third-party consent, authorization, approval, or exemption required in connection with the transactions contemplated hereby.

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This Agreement does not impose a binding obligation on the Parties to enter into any agreements contemplated herein or METRO to convey any interest in the Property to Developer, nor does it obligate METRO to grant any approvals or authorizations required for the Property or any project or improvements constructed thereon.

- a. If Developer has not continued to negotiate diligently and in good faith, METRO will give written notice thereof to Developer who will then have ten (10) business days to commence negotiating in good faith. Following the failure of Developer to thereafter commence negotiating in good faith within such ten (10) business day period, this Agreement may be terminated by METRO, and following such termination neither Party will have any further rights against or liability to the other under this Agreement. If METRO has not continued to negotiate diligently and in good faith, Developer will give written notice thereof to METRO which will then have ten (10) business days to commence negotiating in good faith. Following the failure of METRO to thereafter commence negotiating in good faith within such ten (10) business-day period, this Agreement may be terminated by Developer, and neither Party will have any further rights against or liability to the other under this Agreement. However, if METRO defaults on METRO's obligation hereunder to exclusively negotiate with Developer, then Developer may institute an action for specific performance of this Agreement.
 - b. If, notwithstanding METRO's and Developer's mutual diligent, good faith negotiations, the Parties have not entered into at least one Disposition Agreement on or before expiration of the Term of this Agreement (as defined in Section 3 of this Agreement) or any extension thereof, and provided that METRO has not defaulted on its obligations under Sections 1 and 2, this Agreement will terminate, and neither Party will have any further rights against or liability to the other under this Agreement.
2. Developer's Exclusive Right to Negotiate With METRO. METRO agrees that it will not, during the term of this Agreement, directly or indirectly, through any officer, employee, agent, or otherwise, solicit, initiate or encourage the submission of bids, offers or proposals by any person or entity with respect to the acquisition of any interest in the Property or the development of the Property, and METRO will not engage any broker, financial adviser or consultant to initiate or encourage proposals or offers from other parties with respect to the disposition or development of the Property or any portion thereof.

Furthermore, METRO will not, directly or indirectly, through any officer, employee, agent or otherwise, engage in negotiations concerning any such transaction with, or provide information to, any person other than Developer and its representatives with a view to engaging, or preparing to engage, that person with respect to the disposition or development of the Property or any portion thereof.

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3. Term.
 - a. The term of this Agreement (“**Term**”) commences on the Effective Date and will terminate two hundred forty (365) days thereafter, unless extended or earlier terminated as provided herein.
 - b. The Term of this Agreement may be extended for up to a maximum of one (1) year (the “**Term Extension**”) upon the mutual written agreement of Developer and METRO acting through and in the reasonable discretion of its CEO/General Manager, or their designee (“**CEO**”). The Term Extension may be extended further upon written agreement of the Parties and approval by the METRO Board.
4. Relationship of the Parties. Nothing in this Agreement creates between the Parties the relationship of lessor and lessee, of buyer and seller, or of partners or joint-venturers.
5. Specific Terms and Conditions for Discussion.
 - a. Disposition Agreements. The Parties agree to use their good faith best efforts to successfully negotiate the terms of the Disposition Agreements including, but not limited to (i) ground lease terms for the Property, including terms for the ground floor Metro Transit Mobility Center and Commercial Tenant Space; (ii) the proposed Project to be constructed on the Property; (iii) the schedule of performance for the construction of the Project; (iv) a proposed Disposition and Development Agreement; and (v) a regulatory agreement for the restriction of the affordable units.
6. Developer’s Studies; Right of Entry.
 - a. During the Term of this Agreement, Developer will use its best efforts to prepare any studies, surveys, plans, specifications and reports (“**Developer’s Studies**”) that the Developer deems necessary or desirable in Developer’s sole discretion, to complete its due diligence for the Property. Developer’s Studies may include, without limitation, title investigation, relocation analyses, marketing, feasibility, soils, seismic and environmental studies, financial feasibility analyses and design studies. The Developer will have rights of access to the Property to prepare the Developer’s Studies, subject to the terms and conditions of an access agreement between the Parties.

Developer hereby agrees to notify METRO twenty-four (24) hours in advance of its intention to enter the Property.

- b. Developer will provide METRO with workplans, drawings, and descriptions of any intrusive sampling it intends to do and any additional items stated in this section. Developer must keep the Property in a safe condition during its entry. Developer shall repair, restore and return the Property to its condition immediately preceding Developer’s entry thereon at Developer’s sole expense.
- c. Preliminary Development Package.

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- i. Within one hundred and eighty (270 days from the Effective Date, Developer shall submit to METRO a “Preliminary Development Package.” With the understanding that the specifics included in the Preliminary Development Package are subject to change as the Project evolves, the Preliminary Development Package shall consist of the following:
- (1) General overview of the Project including details on the management and operation of the Project;
 - (2) Developer team breakdown identifying members of the team, the teams experience, including the Developer’s organizational documents;
 - (3) Proposed identification of all potential sources of financing, including predevelopment, construction, and permanent financing with a description of the terms and conditions of such financings;
 - (4) A well-defined site plan generally describing the Project using schematic drawings, and which depicts in detail the proposed design, density, and configuration thereof;
 - (5) Square footages of all improvements; total gross building area (“GBA”) of the proposed Project, with the GBA of the affordable units, with size and floor plan/configuration of each of the affordable units;
 - (6) The circulation areas and GBA thereof;
 - (7) Description of the common area amenities and common areas GBA thereof;
 - (8) Configuration of onsite parking, including residents’, guests’ and handicapped users’ parking spaces with number and type of parking spaces;
 - (9) A detailed and updated pro forma for the Project that identifies all sources and uses of funds including but not limited to design of the Project and supporting infrastructure, along with initial estimates of development costs, including hard and soft construction and non-construction costs;
 - (10) A timeline that includes, based upon consultation with METRO staff, as well as the best professional judgment of Developer, the provision of necessary onsite and offsite improvements for the Project;

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- d. If upon expiration of the Term of this Agreement and or any extensions, the Parties have not successfully negotiated the Disposition Agreements, Developer will provide METRO within fifteen (15) days following the date of expiration, electronic copies of the Developer's Studies completed by such date. Developer will also provide METRO with copies of any Developer's Studies completed after the expiration of the Term within fifteen (15) days following completion of such studies, or if Developer intends not to complete any Developer Studies, Developer will provide METRO with copies of such uncompleted studies. In the event Developer provides METRO with the Developer Studies under this Section 6.d., METRO will thereafter assume all risk of damage to property or injury to person in connection with or arising from any cause in connection with the use those studies and agrees that Developer shall not be liable for any damage either to person or property or resulting from the loss of use thereof. At the time of delivery, METRO shall provide Developer with a release and indemnification from any and all loss, cost, damage, expense and liability incurred in connection with or arising from any cause in connection with the use of the Developer Studies thereafter.
7. METRO's Reports and Studies. Within ten (10) days following the Effective Date, METRO will make available to Developer for review or copying at Developer's expense all studies, surveys, plans, specifications, reports, and other documents with respect to the Property that METRO has in its possession or control, which have not already been provided. Studies or documents prepared by METRO and its agents solely for the purpose of negotiating the terms of Disposition Agreements, other than those pertaining to the condition of the Property, are not required to be provided by METRO to Developer and are excluded from this requirement.
8. Developer's Pro Forma and Evidence of Financing. Prior to the execution of the Disposition Agreements contemplated by this Agreement, Developer will provide METRO with a pro forma for the Project that confirms the financial feasibility of Developer's proposed development of the Property. The pro forma shall include the names and amounts from each anticipated or proposed funding source. Developer will provide monthly progress reports to METRO on the status of funding applications and commitments. METRO is not obligated to seek approval of a Disposition Agreements from the METRO Board unless and until the documents required by this Section have been provided.
9. Full Disclosure. Developer is required to make full disclosure to METRO of its principals; officers; major stockholders, partners or members; joint venturers; negotiators; development managers; consultants and directly involved managerial employees, if any, (collectively, "**Developer Parties**"); and all other material information concerning Developer's ability to perform its obligations under this Agreement. Any change in the identity of the Developer Parties will be subject to the approval of METRO, which will not be unreasonably withheld. Developer will make and maintain full disclosure to METRO of its methods of financing to be used in the acquisition and development of the Property.

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10. Expenses. Except as otherwise expressly provided herein, third-party costs and expenses (including, without limitation, all legal fees and expenses) incurred in connection with this Agreement and the activities contemplated hereby will be paid by the Party incurring the same.
11. Confidentiality; Dissemination of Information. To the extent permitted by law, during the term of this Agreement, each Party will obtain the consent of the other Party prior to issuing or permitting any of its officers, employees or agents to issue any press release or other information to the press with respect to this Agreement; provided however, no Party will be prohibited from supplying any information to its representatives, agents, attorneys, advisors, financing sources and others to the extent necessary to accomplish the activities contemplated hereby so long as such representatives, agents, attorneys, advisors, financing sources and others are made aware of the terms of this Section. Nothing contained in this Agreement will prevent either Party at any time from furnishing any required information to any governmental entity or authority pursuant to a legal requirement or from complying with its legal or contractual obligations.
12. Execution of Disposition Agreements. If the Parties successfully negotiate Disposition Agreements, METRO agrees to comply with all applicable federal and state legal requirements, including the California Environmental Quality Act (“CEQA”). METRO has no legal obligation to grant any approvals or authorizations for the sale of the Property or any development thereon until the Disposition Agreements have been approved by the METRO Board.
13. Termination; Specific Performance.
 - a. This Agreement may be terminated at any time by mutual consent of the Parties.
 - b. METRO will have the right to terminate this Agreement upon Developer’s material breach of this Agreement, subject to any cure periods provided herein.
 - c. Developer will have the right to terminate this Agreement, in accordance with the provisions set forth in Section 1 of this Agreement, if the results of its investigation of the Property is unsatisfactory, in Developer’s sole and absolute discretion, with respect to Developer’s desired development activities, if Developer is unable to obtain other necessary approvals, rights or interests, or if Developer determines the Project are not financially feasible.
 - d. Neither Party will have the right to seek an award of damages as a result of the termination of this Agreement pursuant to this Section.
 - e. In the event of an uncured default by METRO in connection with METRO’s obligation to negotiate exclusively with Developer under this Agreement, in lieu of terminating this Agreement, the Developer shall have the right to institute an action for specific performance of this Agreement.
14. Effect of Termination. Upon termination as provided herein, or upon the expiration of the Term and any extensions thereof without the Parties having successfully negotiated Disposition Agreements, this Agreement will forthwith be void, and there will be no

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further liability or obligation on the part of either of the Parties or their respective officers, employees, agents or other representatives; provided however, the provisions of Section 10 (Expenses), Section 11 (Confidentiality; Dissemination of Information), Section 16 (Indemnification), and Section 20 (Brokers) will survive such termination. Provided further, that upon termination or expiration of this Agreement without the Parties having successfully negotiated Disposition Agreements, Developer will deliver to METRO all of the Developer's Studies pursuant to the provisions of Section 6 of this Agreement.

15. Notices. Except as otherwise specified in this Agreement, all notices to be sent pursuant to this Agreement will be made in writing, and sent to the Parties at their respective addresses specified below or to such other address as a Party may designate by written notice delivered to the other parties in accordance with this Section. All such notices will be sent by:
- a. Personal delivery, in which case notice is effective upon delivery;
 - b. Certified or registered mail, return receipt requested, in which case notice will be deemed delivered on receipt if delivery is confirmed by a return receipt;
 - c. Nationally recognized overnight courier, with charges prepaid or charged to the sender's account, in which case notice is effective on delivery if delivery is confirmed by the delivery service;
 - d. Electronic transmission, in which case notice will be deemed delivered upon transmittal, provided that duplicate copy of the notice is promptly delivered by first-class or certified mail or by overnight delivery.

METRO:

Santa Cruz Metropolitan Transit District
110 Vernon Street
Santa Cruz, CA 95060
Attn: Chief Executive Officer
Tel (831) 420-2505
Fax (831) 426-6117

with a copy to:

Developer: MidPen Housing Corporation
275 Main Street, Suite 204
Watsonville, CA 95076
Attn: Vanessa Diffenbaugh, Associate Director of
Housing
Tel (925) 330-2113
Fax (650) 357-9766

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16. Indemnification. Developer hereby covenants, on behalf of itself and its permitted successors and assigns, to indemnify, hold harmless and defend METRO and its elected and appointed officials, officers, agents, representatives and employees (“**Indemnitees**”) from and against all claims, costs (including without limitation reasonable attorneys’ fees and litigation costs) and liability, arising out of or in connection with Developer’s breach of this Agreement and/or arising out of or in connection with claims resulting from or arising in connection with Developer or Developer’s agents, employees, consultants, contractors or subcontractors’ negligent activities upon access to and entry on the Property pursuant to Section 6 of this Agreement; provided however, Developer will have no indemnification obligation with respect to the gross negligence or willful misconduct of any Indemnitee.
17. Severability. If any term or provision of this Agreement or the application thereof will, to any extent, be held to be invalid or unenforceable, such term or provision will be ineffective to the extent of such invalidity or unenforceability without invalidating or rendering unenforceable the remaining terms and provisions of this Agreement or the application of such terms and provisions to circumstances other than those as to which it is held invalid or unenforceable unless an essential purpose of this Agreement would be defeated by loss of the invalid or unenforceable provision.
18. Entire Agreement; Amendments In Writing; Counterparts. This Agreement contains the entire understanding of the Parties with respect to the subject matter hereof and supersedes all prior and contemporaneous agreements and understandings, oral and written, between the Parties with respect to such subject matter. This Agreement may be amended only by a written instrument executed by the Parties or their successors in interest. This Agreement may be executed in multiple counterparts, each of which will be an original and all of which together will constitute one agreement.
19. Successors and Assigns; No Third-Party Beneficiaries. This Agreement will be binding upon and inure to the benefit of the Parties and their respective successors and assigns; provided however, that neither Party will transfer or assign any of such Party’s rights hereunder by operation of law or otherwise without the prior written consent of the other Party, and any such transfer or assignment without such consent will be void. Subject to the immediately preceding sentence, this Agreement is not intended to benefit, and will not run to the benefit of or be enforceable by, any other person or entity other than the Parties and their permitted successors and assigns.
20. Brokers. Each Party warrants and represents to the other that no brokers have been retained or consulted in connection with this transaction. Each Party agrees to defend, indemnify and hold harmless the other Party from any claims, expenses, costs or liabilities arising in connection with a breach of this warranty and representation. The terms of this Section will survive the expiration or earlier termination of this Agreement.
21. Approvals. Unless otherwise provided in this Agreement, the CEO/General Manager will be authorized to enter into all written approvals, consents or waivers by METRO without further authorization by the METRO Board. Nothing herein, however, will be deemed to prevent the CEO/General Manager from requesting formal approval by the METRO

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Board if the CEO/General Manager, in their sole discretion, determines to seek such approval.

22. Captions. The captions of the sections and articles of this Agreement are for convenience only and are not intended to affect the interpretation or construction of the provisions hereof.
23. Governing Law. This Agreement will be governed by and construed in accordance with the laws of the State of California.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first written above.

METRO

By: _____

CEO/General Manager

DEVELOPER

By: _____

SVP of Housing Development

Attachment A

Exhibit A

Legal Description

Beginning on the Southeasterly side of Fourth Street, now called Lake Avenue, at the most Westerly corner of lands now or formerly of Mary Conlan, saidpoint of beginning being about 165 feet 5 inches distant Southwesterly from the Southerly corner of Fourth Street or Lake Avenue, and Rodriguez Street; thence running in a Southwesterly direction along the Southeasterly side of Fourth Street or Lake Avenue to the Northerly corner of land now or formerly of John Balovich, a distance of about 160 feet; thence Southeasterly along the Northeasterly line of said last mentioned land, now or formerly of Balovich, about 151 feet to the Easterly corner thereof; thence Southwesterly along the Southeasterly line of said last mentioned land now or formerly of Balovich about 38 feet and three inches to a corner of the Northeasterly line of the lot of land now or formerly of N. A. Uren; thence Southeasterly and along theNortheasterly line of land now or formerly of Uren and along the Northeasterly line of land now or formerly of Julia Lund (sometimes called Mrs. G. A. Lund) about 178 feet to the Northwesterly line of land now or formerly of O'Neill; thence Northeasterly along said Northwesterly line of last mentioned land and along the Northwesterly line of land now or formerly of David Alexander about 200 feet, to the Southwesterly line of land now or formerly of Margaret S. Moreland; thence Northwesterly along the Southwesterly line of said last mentioned land and of land now or formerly of D. Maheu, of land now or formerly of Louise C. Diggins, of land now or formerly of Grace French, and of said land now or formerly of Mary Conlan, a distance of 331 feet, a little more or less, to the place of beginning. Excepting therefrom those certain lands as condemned by the City of Watsonville in that certain "Final Judgment of Condemnation", recorded November 3, 1971 in Book 2143, Page 99, Official Records of Santa Cruz County, and being more particularly described as follows: Being a portion of the lands described in the matter of the estate of Thomas H. Rosewall, deceased, in the Decree of Settlement of Final Account and of Final Distribution recorded in Volume 1746, Page 1, Official Records of Santa Cruz County, and more particularly described as follows:

Beginning on the Southeast line of West Lake Avenue at the West corner of the lands conveyed by Frank Leslie Richardson and Ola Mae Richardson, his wife, to Reginald D. King and Margaret L. King, his wife, by deed recorded in Volume 644, Page 529, Official Records of Santa Cruz County; and running thence from said point of beginning South 41° 01' East along the Southwest line of last named lands and along the Southwest line of the lands conveyed by Margy F. Storie to Reginald D. King and Margaret L. King, his wife, by deed OLD REPUBLIC TITLE COMPANY ORDER NO. 1117026886-JM 1st Update Page 3 of 7Pages ORT 3158-B recorded in Volume 833, Page 222, Official Records of Santa Cruz County and along the Southwest line of the lands conveyed by Henry R. Pearson and Thelma Pearson Kirkland to Reginald D. King and Margaret L. King, his wife, by deed recorded in Volume 982, Page 396,

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Official Records of Santa Cruz County, and along the Southwest line of the lands conveyed by Frances F. Pfeiffer to Charles Crouch, et al, by deed recorded in Volume 1751, Page 438, Official Records of Santa Cruz County, and along the Southwest line of the lands conveyed by Donald L. Grunsky and Mary Lou Grunsky, his wife, to Charles Crouch, et al, by deed recorded in Volume 1845, Page 307, Official Records of Santa Cruz County, for a distance of 330.25 feet to the North corner of the lands designated as itemNo. 49 of Exhibit "B" in the Matter of the Estate of Louis Solomon Alexander in the Decree Settling First and Final Account and Report of Co-Executors, granting petition for approval of payment of statutory compensation to co-executors, statutory fees to attorneys, and distributing estate recorded in Volume 1918, Page 101, Official Records of Santa Cruz County; thence Southwesterly along the Northwest line of last named lands and along said line produced 56.95 feet; thence Northwesterly on a curve to the right from a tangent bearing North 65° 52' 30" West on a radius of 126.69 feet; thence North 41° 01' West 205.74 feet to the aforesaid Southeast West Lake Avenue; thence North 47° 47' East along the last named line 84.02 feet point of beginning.

PARCEL TWO: Beginning on the Southeasterly side of Fourth Street at the Westerly corner of Steigleemann, now or formerly; thence Southeasterly along the line of the said lot 151 feet, a little more or less, to lot now or formerly of Steigleemann; thence Southwesterly along the line of lots now or formerly of Steigleemann and W.H. White 60 feet a little more or less, to line of said White's lot, at right angles with said last line; thence Northwesterly along the line of said White's lot 151 feet, a little more or less, to the line of Fourth Street; thence Northeasterly along the line of Fourth Street 60 feet to the place of beginning.

APN: 17-011-56

Attachment A

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DATE: June 28, 2024
TO: Board of Directors
FROM: Margo Ross, Chief Operations Officer
SUBJECT: **AUTHORIZE THE CEO/GENERAL MANAGER TO AMEND THE CONTRACT WITH THE CENTER FOR TRANSPORTATION AND THE ENVIRONMENT (CTE) FOR CONSULTANT PROJECT MANAGEMENT AND TECHNICAL SUPPORT OF METRO'S ZERO-EMISSION BUS, HYDROGEN FUELING, AND WORKFORCE DEVELOPMENT PROJECT IN A TOTAL AMOUNT NOT TO EXCEED \$742,000**

I. RECOMMENDED ACTION

That the Board of Directors authorize the CEO/General Manager to amend METRO Contract 24-14 with the Center for Transportation and the Environment (CTE) for Zero-Emission Bus, Hydrogen Fueling, and Workforce Development Project Management and Technical Support Consultant Services to provide continued services in Fiscal Years 2025 and 2026 in an amount not to exceed \$742,000.

II. SUMMARY

- The California Air Resources Board (CARB) Innovative Clean Transit (ICT) Fleet Rule mandates that all transit agencies in California operate a fleet of 100% zero-emission buses (ZEBs) by 2040.
- The Santa Cruz Metropolitan Transit District (METRO) has already taken steps to provide a ZEB fleet with our previous purchase of nine (9) battery electric buses (BEBs) and most recently, METRO initiated the purchase of fifty-three (53) hydrogen fuel cell electric buses (FCEBs) that will be delivered in Fiscal Year 2025 (FY25).
- METRO has been awarded several significant state and federal grants over the past 12 months to finance the purchase of the FCEBs, to fund the development of supporting hydrogen fueling infrastructure at the Judy K. Souza Operations facility, and to fund a workforce development program to prepare METRO staff on the proper and safe use and handling of hydrogen fuel and FCEBs.
- METRO retained the Center for Transportation and the Environment (CTE) to provide Project Management and Technical Support Services for METRO's Federal Fiscal Year 2023 (FFY23) Federal Transit Administration (FTA) Section

5339(b) Bus and Bus Facilities (B&BF) grant, which is the funding source for several of the FCEBs and supporting ZEB services.

III. DISCUSSION/BACKGROUND

CTE is a member-supported 501(c)(3) non-profit organization based in Atlanta, GA that develops and implements zero-emission vehicles and supporting infrastructure. METRO has worked with CTE for many years on its ZEB initiatives, including preparation of our ZEB Transition Strategy, and most recently on the application for the FFY23 B&BF grant that was awarded last year.

CTE has been providing Project Management and Technical Support Services for the B&BF project since METRO issued Contract 24-14 in December of 2023 and CTE has proposed on-going support services for FY2025 and FY2026.

While other consultants do provide ZEB-related consulting expertise, METRO is satisfied with its partnership with CTE and seeks to extend the existing contract term and modify the scope of services for the B&BF project.

Subconsultants

CTE's proposed Scope of Services and Pricing for FY2025 includes the work of two subconsultants:

Subconsultant	Scope of Services
CALSTART	Workforce Development Program Lead
Fleet Maintenance Consulting	Quality Management/Inspection Services, including Buy America compliance audits of New Flyer of America

CALSTART is a California 501(c)(3) non-profit organization working nationally and internationally with businesses and governments to develop clean, efficient transportation solutions. CALSTART will work with METRO's Chief Operating Officer to develop a Workforce Development Training program for introducing hydrogen fuel and FCEBs into METRO's fleet and operations.

Fleet Maintenance Consulting (FMS) provides a full range of services for the fleet transit industry, including vehicle inspections and Buy America audits and more. FMS personnel will be based at New Flyer's Anniston, AL bus manufacturing facility to provide Quality Assurance/Quality Control (QA/QC) inspections for METRO's fleet of 53 FCEBs.

In addition to the subconsultant tasks, CTE will also provide on-going Project Management and Technical Support over METRO's B&BF project, including the hydrogen fueling infrastructure, workforce development and fleet transition.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

1. Safety First Culture
2. Financial Stability, Stewardship & Accountability
3. Service Quality and Delivery
4. Internal and External Technology
5. State of Good Repair
6. Strategic Alliances and Community Outreach

V. FINANCIAL CONSIDERATIONS/IMPACT

The estimated cost of the proposed contract amendment(s) will not exceed \$742,000. The contract amendment(s) will be executed in phases as services are needed and by fiscal year. The estimated cost of the services for FY2025 and FY2026 are shown below:

Fiscal Year	Task Description	Amount
FY25	Project Management & Technical Support	\$255,660
FY25	FMS Fleet Inspection/Buy America Audits	\$130,680
FY25	Workforce Development Program Support	\$100,000
FY26	Project Management & Technical Support	\$255,660

Funds to support this contract are provided from METRO's FFY23 FTA Section 5339(b) B&BF grant and Operating and Capital Reserves (FY25 Capital Budget Portfolio, Project 23-0005b, GL code: 514010).

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

- The Board could direct the Purchasing Manager to conduct a standalone procurement for Project Management and Technical Support Consultant(s) for the next phase (Implementation) of the B&BF project. A consultant solicitation would take between three to six months to select and award a new contract. METRO is scheduled to receive the first FCEBs later this calendar year and all 53 buses will be delivered within FY25. CTE is well positioned to assist METRO

with project management and technical support related to the manufacturing and assembly of the FCEBs as well as the implementation of hydrogen fueling infrastructure and workforce development.

- CTE is in a unique position in the industry as one of the early leaders in assisting transportation agencies with project management and rollout of zero emission transportation systems. CTE has successfully completed 100 of these projects across the country in the last 25 years. CTE partnered with METRO on the ZEB Transition Plan. CTE is also a leader in transportation education for public agencies, and state and federal funding agencies, as well as the many facets of related products needed for implementation.

VIII. ATTACHMENTS

Attachment A: CTE Proposal for Contract 24-14 Continuation of Work

Note: A copy of Contract 24-14 is available on request.

Prepared by: Derek Toups, Project Manager

IX. APPROVALS

Margo Ross, COO



Approved as to fiscal impact:
Chuck Farmer, CFO



Corey Aldridge, CEO/General Manager



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June 4, 2024

Santa Cruz
Metropolitan Transit
District (METRO)
Zero-Emission Fuel-
Cell Electric Bus,
Hydrogen Fuel
Station and
Workforce
Development Project

Center for Transportation and the Environment

Attachment A



June 4, 2024

Derek Toups
Capital Planning and Grants Program Manager
Santa Cruz METRO Administrative Offices
110 Vernon Street
Santa Cruz, CA 95060

Dear Mr. Toups:

The Center for Transportation and the Environment (CTE) is pleased to provide this revised Scope of Work for additional Phase 1 services, Phase 2 (Construction-Phase Services) and Phase 3 (Post-Construction Testing and Assessment Phase) of METRO's Fuel Cell Electric Bus, Hydrogen Fueling Station, Bus Maintenance Facility Upgrade, and Workforce Development Projects (hereafter "PROGRAM"). This program is funded through the 2023 FTA Section 5339(c) Low or No Emission ("Low-No") Grant Program where CTE is a named partner in SCMTD's 2023 Low-No award. CTE is experienced in zero-emission bus (ZEB) deployments for both battery electric and fuel cell electric buses (FCEBs), as well as ZEB transition planning projects. In addition, CTE has an ongoing relationship with METRO, having led a prior (2016) Low-No grant-funded project as well as METRO's zero-emission transition planning project.

Founded in 1993, CTE is a 501(c)(3) nonprofit with the mission to improve the health of our climate and communities by bringing people together to develop and commercialize clean, efficient, and sustainable transportation technologies. CTE collaborates with federal, state, and local governments; fleets; and vehicle technology manufacturers to advance clean, sustainable, innovative transportation and energy technologies.

If you have any questions, please do not hesitate to contact me (dan@cte.tv or 404-518-2322) or Steve Clermont, Director of Planning and Deployment (steve@cte.tv or 404-606-3498).

Sincerely,

Daniel J. Raudebaugh
Executive Director
730 Peachtree Street NE, Suite 450
Atlanta, GA 30308

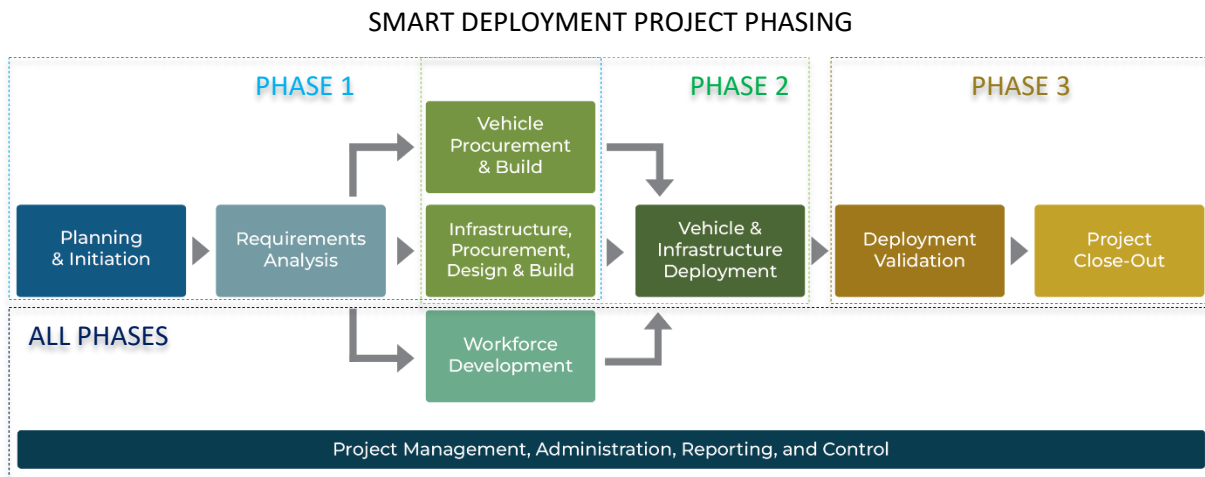
Attachment A

1. PROJECT UNDERSTANDING

CTE is the national leader in providing technical assistance for zero-emission bus (ZEB) deployments, guiding transit agencies through battery-electric and fuel cell electric bus deployment projects while minimizing project risks. The unique operating characteristics and fueling requirements of these deployments may present challenges for transit agencies who are accustomed to operating conventionally fueled vehicles. Regardless of an agency's familiarity with zero-emission buses, CTE can provide the expertise necessary to help agencies mitigate risks associated with these deployments. CTE understands both the technical and administrative challenges associated with the procurement, deployment, and operation of zero-emission vehicles.

For more than a decade, CTE has managed a range of zero-emission bus projects from new bus development and demonstration projects to full fleet deployment and transition planning projects. This portfolio includes projects made possible through the Federal Transit Administration's (FTA) Low or No Emission Vehicle Program, TIGGER Program, Clean Fuels Program, and the National Fuel Cell Bus Program.

Based on this experience, CTE developed a Zero-Emission Bus Smart Deployment Methodology to assist transit agencies in their zero-emission bus deployments. The cornerstone of CTE's approach is to apply our modeling and analysis tools to match transit service requirements with the right ZEB technologies and operational strategies. CTE's process will equip METRO staff with a robust understanding of the ZEB market and technology options as well as the impact that these options have on your operational strategies and related costs.



The detailed Scope of Work (SOW) for this PROGRAM is described in more detail in Section 4.

Attachment A

2. PROJECT TEAM

CTE is experienced in developing, implementing, and administering advanced transportation technology projects, with a focus on zero-emission transit buses. CTE has provided technical and management support or transition planning assistance to more than 150 transit agencies that have either deployed, or will soon deploy, nearly 1,000 zero-emission buses.

The lack of industry experience with these technologies can result in challenges for transit agencies unfamiliar with zero-emission technology, as there are specific operating characteristics and fueling requirements associated with the deployment of these vehicles. CTE helps to build a transit agency's technical capacity to ensure the most successful and efficient deployment of zero-emission bus technology. CTE's support is particularly valuable for transit agencies with limited experience with zero-emission technology but can also prove valuable to agencies with more zero-emission bus experience.

3. QUALIFICATIONS AND EXPERIENCE

All CTE personnel supporting this PROGRAM have experience supporting transit agencies in their efforts to deploy ZEBs and their initiatives to develop transition plans for 100 percent ZEB fleets. CTE staff have extensive experience assisting transit agencies through their initial or pilot zero-emission bus deployment programs and has leveraged this deployment experience in the growing demand to support transition planning initiatives. Additional information on staff is provided in Attachment A- Resumes.

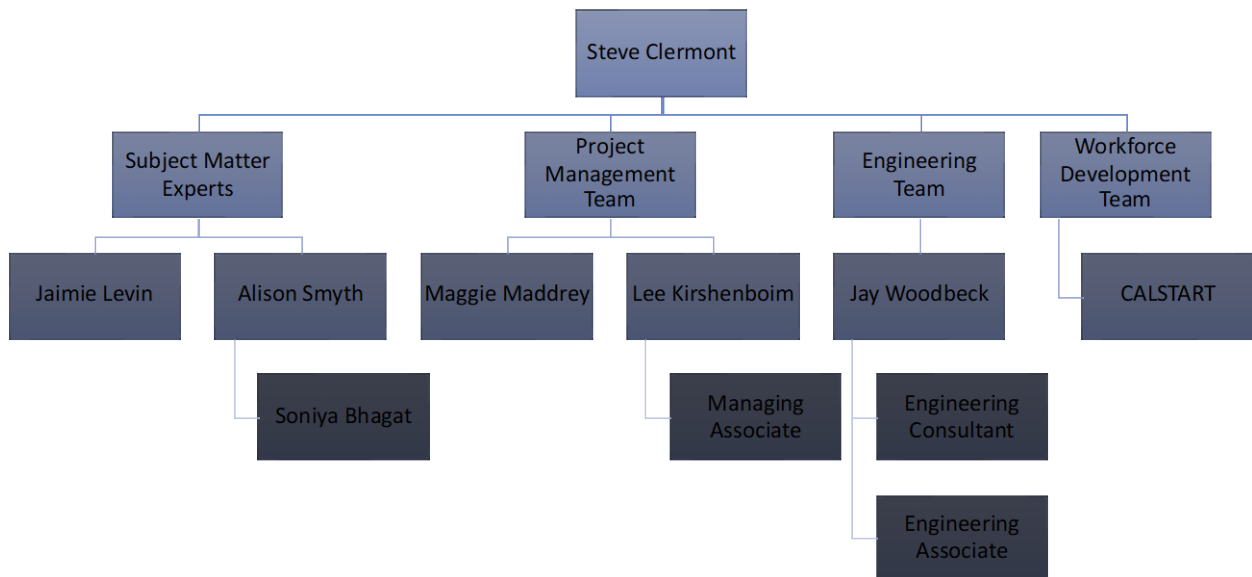


Figure 1. CTE Staff Organizational Chart for PROGRAM

Attachment A

Stephen J. Clermont

Principal-in-Charge

Mr. Clermont has more than 29 years of experience in sustainability, advanced and alternative transportation technology, information technology, accounting, and financial management consulting, including information systems management, business process and organizational strategy, as well as enterprise systems software design, development and implementation. Mr. Clermont has successfully managed battery electric bus assessment, procurement and deployment projects at more than a dozen transit agencies across the country.

Jamie Levin

Hydrogen Technical Advisor

Mr. Levin has more than 26 years working for public transit agencies, including the San Francisco Municipal Transit Authority (SFMTA), and most recently, as the Alameda-Contra Costa Transit (AC Transit) District's Director of Environmental Technology. During his 10-year tenure at CTE, Mr. Levin has secured over \$150 million in funding to support the deployment of medium and heavy-duty FCEBs and hydrogen fueling infrastructure and has helped the Alliance for Renewable Clean Hydrogen Energy (ARCHES) secure over \$1.2 billion in funding to create a supply of sustainable clean hydrogen in California. Mr. Levin has assisted a coalition of 16 organizations and companies seeking to launch the largest deployment of Class 8 FCE Trucks in North America, has recently helped AC Transit, Foothill Transit, and the Orange County Transportation Authority (OCTA) with FCEB and HFS deployments, and is currently overseeing a similar effort for the Champaign–Urbana Mass Transit District (MTD) in Illinois.

Alison Smyth

Hydrogen Technical Advisor

Ms. Smyth has seven years' experience managing advanced transportation technology projects. At CTE, Ms. Smyth provides project management and technical support for battery electric and fuel cell electric medium- and heavy-duty deployment projects. Ms. Smyth has experience with the deployment of fuel cell electric buses. She has led technical analyses evaluating vehicle fuel economy, developed technical specifications for fuel cell electric buses and hydrogen refueling infrastructure, led feasibility studies for infrastructure planning, and led key performance indicator reporting for a fuel cell electric bus and electrolysis hydrogen production and refueling station for transit. She has also provided project management services for fuel cell electric bus and infrastructure deployments, including a mobile liquid hydrogen refueling trailer solution. Project partners have included the Champaign-Urbana Mass Transit District (IL), the Greater Lafayette Public Transportation Corporation (IN), San Mateo County Transit District (CA), and Winnipeg Transit (MB, CAN).

Maggie Maddrey

Project Manager

Mrs. Maddrey is responsible for the management of a number of CTE's battery electric bus demonstration and ZEB transition plan projects. In this role, Mrs. Maddrey is responsible for leading all aspects of project management including budgeting and contract management, project planning, client contact, and required project reporting. Project clients include: Santa Cruz Metropolitan District (CA), Delaware Transit Corporation (DE), City of Columbia (MO), Hawaii Department of Transportation (HI), CyRide (IA), and Lawrence Transit (KS).

Attachment A

Lee Kirshenboim

Project Manager/Engineer Consultant

At CTE, Ms. Kirshenboim provides project management, oversight, and technical support to technology development and demonstration projects for fuel cell electric medium- and heavy-duty deployment project. She has worked with a number of different clients in the truck and port markets, including United Parcel Services (UPS), the Hyster-Yale Group (HYG), Washington Gas & Light (WGL), and Port of Los Angeles (POLA). She has also managed Department of Energy (DOE) and California Air Resources Board (CARB) - funded projects to deploy to deploy class 6 fuel cell delivery vans. Ms. Kirshenboim has experience with the development and deployment of fuel cell electric vehicles. She has led technical analyses evaluating vehicle fuel economy, developed technical specifications for fuel cell electric utility trucks and hydrogen refueling infrastructure, led feasibility studies for infrastructure planning, and led key performance indicator reporting for a fuel cell electric vehicle deployment. She has also provided project management services for fuel cell electric vehicle and infrastructure deployments, including a mobile gaseous hydrogen refueling trailer solution.

Jay Woodbeck

Engineering Manager

Mr. Woodbeck leads CTE's team of engineers to provide technical analysis and insight for advanced transportation projects, including battery-electric and hydrogen fuel cell power vehicles. In his previous role at CTE as an Engineering Consultant, he specialized in route analysis to optimize zero-emission fleet miles, working with transit agencies for custom fleet transition plans, and providing utility analysis. He provided technical analysis to weigh using battery-electric, hydrogen fuel cell, or a mixture of both technologies in full fleet transition plans for RTC Southern Nevada (NV) and Corpus Christi Regional Transportation Authority (TX). For agencies looking at battery-electric fleets, he provided feasibility analysis and projected costs of fleet transitions for the AppalCART (NC), and Hoke Area Transit Service (NC). Mr. Woodbeck has led a statewide transition planning data analysis for the Virginia Department of Rail and Public Transportation, developed a charging management optimization tool for Laketrans (OH), and contributed to route and charging analysis for Delaware Transit Corp (DE) and Quad Cities MetroLink (IL). His previous experience includes electrified vehicle testing, project management, and EV education at an automotive OEM. Mr. Woodbeck is knowledgeable about AC, DC, and wireless charging operation, standards, infrastructure, and smart grid integration.

Soniya Bhagat

Lead Engineering Associate

Ms. Bhagat provides organizational and technical support for advanced transportation projects including fuel cell electric, battery electric, and automated vehicle technologies and their supporting infrastructure. She has a background in mechanical design research, modeling, simulations, and geospatial mapping projects.

Attachment A

4. STATEMENT OF WORK

This SOW has been modified to fit the needs of METRO's deployment goals and has been split by Phase. Most Pre-Construction Phase Services (Phase 1) are covered in a prior Contract Amendment Number 1, and this document, which covers additional Phase 1 services, Construction-Phase Services (Phase 2) and Post-Construction Testing and Assessment (Phase 3) services, will become part of a future Contract Amendment in FY2024-25.

CTE will use its Zero-Emission Smart Deployment Methodology to guide this PROGRAM. CTE's methodology was designed to help agencies understand ZEB technologies and how to successfully deploy them. This document describes the specific tasks CTE will complete to support METRO in the deployment and validation of the nation's largest FCEB order to date, consisting of fifty-three (53) New Flyer Xcelsior Charge FC 40' (XHE40) and 60' (XHE60) FCEB buses, and the supporting hydrogen infrastructure (a Mobile Hydrogen Fuel Solution (MHFS) and a Hydrogen Fuel Storage, Compression, and Dispensing (FSCD) facility). Each task includes a brief summary of the activities and an estimated time to complete the work in that task. Each task narrative also includes a description of the services provided by CTE and the associated CTE deliverables.

Fees for this SOW are provided in Section 7.

Phase 1 – Pre-Construction Phase Services

Task 1: Requirements Analysis & Preparation of Solicitation Documents (Amendment 1)

Task 2: Mobile Hydrogen Fuel Solution Procurement Support (Amendment 1)

Task 3: Hydrogen FSCD Procurement Support

3-A: Conceptual FSCD Facility Design (Amendment 1)

3-B: FSCD SOW (Amendment 1)

3-C: FSCD Procurement Support (Amendment 1)

3-D: FSCD Procurement Support (Continued):

CTE shall provide technical advisor consulting services to support Santa Cruz METRO throughout the FSCD RFP process, assisting with drafting RFP addenda changes to the SOW or responding to vendor technical questions, as required. CTE shall assist Santa Cruz METRO with the evaluation of proposals by providing non-voting technical advisory support to Santa Cruz METRO's evaluation team including to review and create summary bullet points (technical comparisons, areas for further inquiry) and discussion questions for the proposed solutions and technical descriptions for each proposal Santa Cruz METRO receives in response to the RFP.

CTE shall also participate in oral interviews of bidders, if utilized, and/or vendor discussions, at the request of Santa Cruz METRO.

Attachment A

Task 4: BMF Upgrade Advisement (Amendment 1)

Task 5: FCEB Pre-Production Support (Amendment 1)

Task 6: Phase 1 Project Management, Administration, Reporting and Control (Amendment 1)

Task 7: Bus Configuration and Build Inspection

At METRO's request, CTE will provide an on-site resident inspector from Fleet Maintenance Consulting (FMC) to inspect the 40' FCEBs during the first four months of production at the New Flyer manufacturing plant. FMC will provide an inspector in the New Flyer plant daily, throughout the scheduled production of METRO's buses. The inspector will provide configuration reports, quality control reports, records of defects found throughout the inspection period. As the subcontractor requested by METRO, FMC shall communicate directly with METRO to carry out all inspection services. CTE shall not be liable for work performed by FMC. Additional fees may be required for additional inspection services after the first four months of production.

METRO will conduct pre-delivery inspections and approve buses for delivery and post-delivery acceptance inspections.

Phase 2 – Construction Phase Services

This phase of the PROGRAM includes technical oversight during all stages of the design and construction (Design-Build) and commissioning of METRO's MHFS and FSCD.

Task 8: Hydrogen Infrastructure Design-Build Phase Technical Assistance

The selected MHFS contractor will be responsible for the planning, design, permitting, site preparation, delivery, and installation of MHFS equipment. CTE will provide technical assistance and reviews during the design and installation of the MHFS. CTE will participate in MHFS contractor progress meetings to coordinate progress in the delivery of the MHFS with the delivery of other project elements.

CTE will participate in and provide oversight on the performance testing for the MHFS.

The selected FSCD contractor will be responsible for the planning, design, permitting, site preparation, delivery, and installation of FSCD equipment. CTE will provide technical assistance and reviews during the design, construction, and installation of the FSCD. CTE will participate in DBC and Construction Manager progress meetings to coordinate progress in the delivery of the station with the delivery of other project elements. Once the site preparation for the FSCD is complete, the Design-Build contractor (DBC) will install and commission the equipment.

CTE will participate in and provide oversight on the performance testing for the FSCD. The criteria for the performance test will be defined in the RFP.

CTE will work with METRO on the process for updating METRO's existing safety and emergency response plans. METRO will be responsible for all updates. CTE will participate in discussions with the DBC related to station design that will need to be incorporated into METRO's safety plans. The DBC will work with METRO to ensure all relevant documents are reviewed by the fire department.

Attachment A

Phase 3 – Post-Construction Testing and Assessment

Task 9: Deployment Validation and Acceptance Testing

METRO will conduct post-delivery inspections and acceptance testing for the FCEBs, as they are delivered. The FCEBs will be tested with the MHFS when available.

CTE will coordinate with METRO, New Flyer, and the DBC who will provide all first-responder and employee safety and operations training as required by federal, state, and local regulations and laws and operational need.

Once FCEBs and the MHFS have completed testing and acceptance by METRO, CTE will work with METRO, New Flyer, and the MHFS supplier to validate the performance and operation of the 40' buses and MHFS through CTE's performance validation approach. CTE will develop a Validation Test Plan (VTP) that CTE will use to validate the performance of the 40' buses and MHFS. This VTP requires that the FCEBs are operated on METRO's planned route(s) under controlled conditions (e.g., ambient temperature, HVAC load, passenger load, traffic patterns, et cetera).

Once the FSCD is completed, CTE will conduct additional on-site validation testing for the 60' FCEBs and the FSCD. CTE will develop an additional VTP that details the tests to be conducted while CTE is onsite to test the performance of the 60' buses and FSCD. This VTP requires that the 60' FCEBs are operated on METRO's planned route(s) under controlled conditions (e.g., ambient temperature, HVAC load, passenger load, traffic patterns, et cetera).

CTE will conduct on-site validation testing based on the VTPs and provide two Validation Test Reports (VTR) to METRO. The VTRs will include operational metrics such as fuel economy (miles per kilogram), auxiliary load power draw (kW), fuel dispensed (kilograms), fueling time (minutes per fill), initial and final state of fill at settled pressure, and overall station performance, as well as qualitative assessments of any issues that occur during the validation testing trips.

CTE will use the test results to support METRO in finalizing the deployment strategy and operational schedules for introducing FCEBs in daily operations, based on real-world performance.

Task 10: Post-Deployment Operations Performance Assessment

Prior to beginning revenue service, CTE will conduct a reporting workshop with METRO to determine the KPIs they wish to capture and the procedures for collecting data.

Once revenue service of the first buses begins with the MFHS in place, CTE will collect, analyze, and report on Key Performance Indicators (KPIs) as a method of deployment validation to help track and understand the performance of the FCEBs for a period of 12 months. These metrics will allow METRO and FTA to fully understand operational metrics to determine if the projected benefits have been realized from the deployment of the FCEBs, including impact on emissions, fuel efficiency and cost, and maintenance and costs.

Attachment A

Task 11: Project Close Out

After the data collection period is over, CTE will issue a final report summarizing project results, findings, and lessons learned. METRO will close out the Low-No grant with FTA.

Task 12: Phase 2 & 3 Project Management, Administration, Reporting and Control

CTE will support METRO through all project phases/tasks including fuel station supplier selection; infrastructure planning and procurement support; FCEB production; MHFS and FSCD development and deployment; deployment validation testing; post-deployment performance assessment; and project closeout. CTEs project management will include but is not limited to the following activities:

- *Participation in regular meetings and information sharing between PROGRAM partners and stakeholders* – CTE will participate in regular, timely, and appropriate meetings with METRO and its contractors' staff. This will include recurring status meetings, as well as focused workshops and other events. CTE will be responsible for meeting coordination including preparation of meeting agendas, meeting minutes and the tracking of action items and project risks and issues that require follow-up.
- *Advocating for the transit agency's interests* – Within the project, CTE will act as an advocate and advisor solely focused on Santa Cruz METRO's interests and concerns. CTE's 25 years of expert experience in electric vehicle technology is crucial when considering the unique requirements of FCEB system planning, design, and construction. CTE's unbiased experience and broad network of industry contacts results in rapid and impartial guidance, helping transit agencies select the technology that will best suit their needs and avoid pitfalls of electric bus implementation without being beholden to the bus manufacturer. CTE has proven experience in ensuring transparency on the capabilities, operation, and maintenance of FCEBs, and ensuring that the buses and HFS and bus maintenance facilities meet all of METRO's specifications and service requirements and adhere to applicable federal, state and local regulations and laws.
- *Technical Advisory* – CTE provides technical advisory services throughout the PROGRAM to ensure that METRO staff understand the differences in technology and the best practices for deploying and operating FCEBs. CTE will advise METRO on FCEB technology best practices, key deployment strategies; FCEB supplier terms and conditions; fueling strategy, construction and installation of FSCD; and FCEB training, operations, and maintenance.

CTE will prepare deliverables associated with CTE specific tasks. These deliverables may include, but are not limited to, the following:

- Meeting Agendas and Minutes
- Monthly Invoice Project Summaries

Attachment A

- Quarterly Management Reports (QMRs)
- Maintain Risk Registry and Action Items/Master Issues List
- Maintain Contract Deliverables & Requirements Lists (CDRLS)
- Track Project Tasks and Timeline

Task 13: Workforce Development Support

CTE will subcontract with CALSTART, who will lead the Workforce Development task for this PROGRAM.

CALSTART will evaluate the impact of transitioning to zero-emission technologies on METRO's workforce. CALSTART will analyze the gap in skills between the current workforce and future needs of the workforce, and work with METRO to build a roadmap to develop the required skills across impacted departments. This roadmap will include a suggested training plan, associated content, and a timeline for hands-on departments and skills advancement guidelines for FCEB support departments.

CALSTART will serve as an advisor to METRO's workforce development team and coordinate with the community college partners on behalf of METRO. The community college partners will develop a ZEB maintenance curriculum and deliver training programs and coursework focused on the maintenance and repair of hybrid electric vehicles and hydrogen-fuel-cell vehicles. CALSTART will provide periodic progress updates to METRO and CTE.

Attachment A

5. COLLABORATION TOOLS & COMMUNICATIONS PLAN

CTE will guide the entire PROGRAM by the control and risk management procedures detailed below. CTE's centralized management of the work program will enable team members to concentrate on exceeding PROGRAM goals and ensure production of deliverables in a clear and well-coordinated manner. Details of CTE's processes for ensuring the efficient accomplishment of these tasks are as follows:

Collaboration Tools

CTE will use e-mail, Dropbox and Smartsheet to share project files and communications, coordinate tasks, track issues, and maintain the Master Program Schedule and meeting calendars.

Communications Plan

CTE will participate in a weekly (during periods of high-intensity) or bi-weekly (during periods of low-intensity) conference call with METRO's Program Manager and other team members as necessary to discuss PROGRAM status and current issues. CTE will prepare agendas and minutes for the weekly/bi-weekly and monthly meetings. Online video conferencing will be employed when team members desire a presentation format to share status updates. CTE will schedule additional conference calls with team members as needed to ensure timely prosecution of the work.

Attachment A

6. REPORTING PLAN

CTE will provide METRO with quarterly summaries of project status and activities through Quarterly Management Reports (QMRs). The QMRs provide a summary of project status, risks, issues, milestone completion progress, and accomplishments of the previous quarter and projections for the remainder of the project. The QMR will be structured to allow METRO to easily incorporate the information into the required FTA Quarterly Reports submitted by METRO in conformance with the Low-No grant. The QMR will document project progress and activities as well as describe any known risks and plans for mitigation.

CTE will compile the QMRs with input from team members. CTE will provide team members with a QMR template that will include:

- Summary narrative of accomplishments by task/milestone during the period
- Estimated % completion and expected completion dates of task/milestone
- Project risk and issues registry
- Significant events affecting progress and discussion of project variances
- Remaining activities and expected completion dates

CTE will also compile a Final Management Report at the end of the PROGRAM to summarize the project accomplishments, realized benefits, and lessons learned that should assist METRO in its preparation of the Low-No grant closeout report.

Attachment A

7. INVOICING & FEE SCHEDULE

The total value of this contract is \$742,000, as follows:

	Labor	Expenses	Total
CTE	\$492,750	\$18,570	\$511,320
FMC	\$130,680	Incl.	\$130,680
CALSTART	\$100,000	Incl.	\$100,000
Total	\$723,430	\$18,570	\$742,000

CTE shall invoice METRO monthly based on CTE's actual hours and expenses, and shall include invoices from subcontractors, as applicable. CTE actual hours shall be billed based on the following rate schedule:

Currently Assigned Project Staff	Project Role	CTE Level	CTE Rate
		Executive Director	\$ 516.89
Stephen Clermont	Principle-in-Charge	Senior Project Manager, Tier 2	\$ 342.62
Jaimie Levin	Hydrogen Technical Advisor	Senior Project Manager, Tier 1	\$ 265.82
		Lead Consultant, Tier 2	\$ 231.85
Alison Smyth	Hydrogen Technical Advisor	Lead Consultant, Tier 1	\$ 202.32
Jay Woodbeck	Engineering Manager	Consultant, Tier 3	\$ 197.15
		Consultant, Tier 2	\$ 177.22
Maggie Maddrey	Project Manager	Consultant, Tier 1	\$ 147.66
Lee Kirschenboim	Project Manager	Lead Associate, Tier 3	\$ 141.78
Soniya Bhagat	Lead Engineering Associate	Lead Associate, Tier 2	\$ 124.05
		Lead Associate, Tier 1	\$ 110.74
		Associate, Tier 2	\$ 95.96
		Associate, Tier 1	\$ 92.29

CTE Rates are effective through June 30, 2025. Rates will be updated on July 1st of each year, starting in 2025. Individuals may change CTE level on July 1st of each year, starting in 2025.

FMC shall invoice based on monthly milestones:

Milestone	Payment Date	Amount
1 st payment	July 1, 2024	\$32,670
2 nd payment	August 1, 2024	\$32,670
3 rd payment	September 1, 2024	\$32,670
4 th payment	October 1, 2024	\$32,670

CALSTART shall invoice monthly based on....



Attachment A

8. RISK MANAGEMENT & MITIGATION PLAN

CTE provides strong and engaged oversight of PROGRAM progress through the suite of management controls and procedure outlined above. CTE's management method includes a focus on identifying and controlling potential project risks and issues as they may arise during the PROGRAM. All identified risks and issues are documented; assigned to team members for research, analysis, and resolution; and tracked through the PROGRAM using a standard risk rating system for probability of occurrence and impact if triggered. Risks and related tasks are prioritized to ensure that team members remain focused on the right activities at the right time. Critical issues that remain unresolved or proposed solutions that impact PROGRAM timeline, scope, budget or resources are escalated to METRO's Capital Program Manager for immediate attention.

ATTACHMENT A - RESUMES



STEVE CLERMONT Director of Planning and Deployment



SUMMARY OF
EXPERIENCE

AREA(S) OF EXPERTISE
Smart Deployments, Fleet
Transition Planning

EXPERIENCE
25+ years

YEARS WITH CTE
16 years

EDUCATION
Master of Business
Administration, Georgia
Institute of Technology

Bachelor of Science,
Industrial Management,
Georgia Institute of
Technology

Steve Clermont has more than 25 years of experience in advanced and alternative transportation technology, sustainability information technology, accounting, and financial management consulting, including zero emission bus deployments, zero emission bus fleet transition planning, project management, information systems management, business process and organizational strategy, as well as enterprise systems software design, development and implementation.

King County METRO

Senior Project Manager | CTE has been engaged on several projects for King County METRO, including Transition Plan to Zero Emissions; Transitioning Metro Non-Bus Fleets to Zero Emissions – Feasibility Study; and Cost Analysis of Transitioning Non-Bus Fleets to Zero-Emissions. Mr. Clermont oversees CTE’s deliverables, timelines, and communications related to these projects.

Silver Line Zero Emission Bus Project, Massachusetts Bay Transportation Authority, Boston, MA

Senior Project Manager | Mr. Clermont oversees deliverables, timelines, and communications for the Silver Line Zero Emission Bus Project. CTE provides project management and technical assistance services to MBTA as it deploys five battery electric New Flyer Xcelsior XE60 heavy-duty, low-floor, 60-foot articulated buses and supporting charging infrastructure. The new zero-emission buses feature a second powered drive axle that will improve performance on ice and snow-covered roads.

Zero Emission Bus Pilot Program, San Diego Metropolitan Transit System, San Diego, CA

Senior Project Manager | Mr. Clermont oversees the project, established the transition modeling analysis framework, and presented results to the SDMTS Board Members. CTE is assisting SDMTS as it conducts a zero-emission bus (ZEB) feasibility assessment and developing a ZEB fleet transition plan to move MTS to a 100% zero-

emission fleet. CTE is also assisting with a Pilot Zero Emission Bus Deployment Program and conduct a two-year deployment assessment.

Zero Emission Bus Fleet Transition Plan, Alameda-Contra Costa Transit District, Oakland, CA

Senior Project Manager | Mr. Clermont oversaw the project, established analysis methodology, wrote the final report, and presented the results to the AC Transit Board of Directors. CTE provided support to AC Transit with a ZEB feasibility assessment and the development of a ZEB fleet transition plan to move AC Transit to a 100% zero- emission fleet.

Attachment A



JAIMIE LEVIN Director of West Coast Operations



As Director of West Coast Operations at the Center for Transportation and the Environment (CTE) Jaimie Levin is responsible for business development and project management oversight. He interacts with federal and state legislators and public officials, advocating on behalf of zero-emission transportation technologies.

Mr. Levin has more than 26 years of experience working for large public transit agencies and 24 years of experience developing and managing Fuel Cell Electric Vehicle (FCEV) and hydrogen infrastructure projects. He has deep experience developing innovative advanced technology programs and projects, raising grant funds in support of these activities, organizing project teams, and managing successful deployment and execution of projects.

SUMMARY OF EXPERIENCE

AREA(S) OF EXPERTISE

Prototype Development & Demonstration and Pre-commercialization Deployments, Outreach/Education, Grant Writing, Advocacy.

EXPERIENCE

35 years

YEARS WITH CTE

10 years

EDUCATION

Master of City Planning, University of California-Berkeley

Bachelor of Arts, Urban Studies, University of Wisconsin-Green Bay

Port of Portland – Airport Shuttle Bus Fleet Conversion, Portland, Oregon | Project Timeline: August 2023 – September 2024

Senior Project Manager | CTE is supporting the Port of Portland in conducting a transition plan for its airport shuttle bus service. Mr. Levin provides overall project oversight and assessment of fuel cell and hydrogen refueling station options.

Santa Clara Zero Emission Bus Blueprint Sub to Jacobs, San Jose, California | Project Timeline: July 2023 – July 2024

Technology Advisor | CTE is evaluating zero-emission technology options for Santa Clara Valley Transportation Authority. Mr. Levin provides an assessment of the fuel cell bus deployment and supporting hydrogen refueling infrastructure.

Champaign-Urbana Mass Transit District Fuel Cell Electric Bus Deployment Support, Urbana, Illinois | Project Timeline: December 2022 – June 2024

Senior Project Manager | CTE is working with MTD to deploy their first ten 40' fuel cell electric buses (FCEBs) and provide support in data reporting and operations, as well as continue ongoing support and data reporting for MTD's current 60' FCEBs. Mr. Levin provides project oversight of bus procurement, interim fueling service, the design of facility upgrades, and the design, construction, and startup of the fueling station.



MAGGIE MADDREY Managing Consultant



SUMMARY OF EXPERIENCE

AREA(S) OF EXPERTISE

Smart deployments,
transition planning

EXPERIENCE

4.5 years

YEARS WITH CTE

4.5 years

EDUCATION

Bachelor of Science,
Environmental Science,
Berrv College

Maggie Maddrey is a managing consultant at CTE. She provides management for advanced transportation projects at CTE including battery electric and fuel cell electric bus deployments and transition planning projects assisting agencies in moving towards a 100% zero emission fleet.

City of Lawrence Low-No 2022 “Electrify Lawrence Transit” Battery-Electric Bus Deployment Project – Phase 3, Lawrence, Kansas | Project Timeline: May 2023 – December 2025

Managing Consultant | CTE is supporting the City of Lawrence in the deployment of two (2) Proterra battery electric buses and two (2) Optimal battery electric cutaways, along with the associated charging infrastructure, for their 2022 Low-No project. This will be Lawrence's third battery electric bus deployment project. Mrs. Maddrey provides the day-to-day management of the project including leading periodic calls, tracking and providing concurrence on project deliverables as well as preparing quarterly reports required by FTA.

Intercity Transit Zero Emission Analysis and FCEB Deployment, Olympia, Washington | Project Timeline: October 2022 – October 2024

Managing Consultant | CTE, in conjunction with Nelson Nygaard and Hatch LTK, partnered with Intercity Transit to perform a vehicle analysis to identify commercially available zero-emission technologies that have been successfully deployed in transit service and to recommend the best solution and strategies for Transit in completing its transition to a zero-emission fleet. Following completion of this analysis, Intercity contracted CTE to assist with the deployment of five fuel cell electric buses and the associated fueling infrastructure. Mrs. Maddrey is responsible for managing the project, which includes tracking action items, coordinating with CTE’s subcontractors for the project, and leading project calls.

City of Columbia Missouri Low-No 2022, Columbia, Missouri, | Project Timeline: October 2022 – May 2025

Managing Consultant | CTE is supporting GoCOMO as they replace six conventionally fueled diesel transit buses with six battery electric transit buses, as well as the installation of depot chargers. CTE will provide route and rate modeling, tracking of the bus production process, validation testing once the buses are delivered, as well as a year of KPI reporting to track the performance of the new BEBs. Mrs. Maddrey is responsible for managing the project, which includes tracking action items, completing quarterly reports for the project, and leading project calls.

Hawaii Department of Transportation Low-No 2018 Statewide Zero-Emissions Bus Pilot Program, Hilo, Kahului, & Lihue, Hawaii | Project Timeline: June 2021 – May 2024

Managing Consultant | CTE is supporting the counties of Hawai’i, Kaua’i, and Maui with the procurement and deployment of battery electric buses and supporting charging infrastructure. CTE is also conducting analyses and providing each county with a transition plan detailing requirements for each county to transition to 100% zero-emission fleets. Mrs. Maddrey provides the day-to-day management of the project including leading periodic calls, tracking and providing concurrence on project deliverables as well as preparing quarterly reports required by FTA.



ALISON SMYTH Lead Engineering Consultant



Alison Smyth has worked in the zero-emission vehicle and renewable energy sectors since 2014. Her experience includes managing vehicle demonstration and deployment projects, vehicle modeling and simulation, and solar project development. Ms. Smyth's experience in both the energy and transportation sectors has given her a unique understanding of the challenges and opportunities in fueling truly zero-emission vehicles.

SUMMARY OF EXPERIENCE

AREA(S) OF EXPERTISE

Prototype Development & Demonstration; Smart Deployments, Transition Planning

EXPERIENCE

9 years

YEARS WITH CTE

7 years

EDUCATION

Master of Science,
Oceanography, Texas
A&M

Bachelor of Arts,
Chemistry, Carleton
College

NORTH COUNTY TRANSIT DISTRICT ZERO-EMISSION H2 REFUELING STATION PLANNING, SAN DIEGO, CALIFORNIA | Project Timeline: October 2023 – June 2024

Project Engineer | CTE is a subcontractor to STV as a technical consultant with expertise in H2 fueling infrastructure. CTE is asked to review drawings and technical details periodically, but are otherwise not actively involved with the project. Ms. Smyth provided technical support as the team prepared to develop an RFP for a hydrogen fueling station for transit buses.

GUIDEBOOK FOR RESILIENT ZERO-EMISSION TRANSIT FLEETS, WASHINGTON, DC | PROJECT TIMELINE: SEPTEMBER 2023- SEPTEMBER 2024

Project Manager | CTE is developing a guidebook for resilience planning for zero-emission transit fleets under the Transportation Research Board (TRB)'s Transit Cooperative Research Program (TCRP). CTE is partnered with iParametrics and Scale Microgrids to develop this guidebook. CTE is conducting a survey of the industry, identifying case studies in resilience and emergency response planning for zero-emission fleets, and developing a framework for transit agencies to use for evaluating fleet resilience and risk mitigation measures. Ms. Smyth is the project manager for this effort.

LOW-NO 2023 GREATER LAFAYETTE PUBLIC TRANSPORTATION CORPORATION, LAFAYETTE, INDIANA | PROJECT TIMELINE: AUGUST 2023 – JANUARY 2028

Project Manager | CTE is supporting the Greater Lafayette Public Transportation Corporation (GLPTC or CityBus) with the deployment of 4 New Flyer FCEBs and supporting hydrogen refueling infrastructure. CTE will provide project management and technical support services, including vehicle

modeling and deployment validation. Ms. Smyth is serving as the project manager for this effort.

Port of Portland – Airport Shuttle Bus Conversion, Portland, Oregon | Project Timeline: August 2023 – September 2024

Project Manager | CTE is supporting the Port of Portland with a transition plan for the Portland International Airport (PDX) shuttle bus service. CTE is evaluating zero-emission technology options for PDX, culminating in a plan to convert the fleet to entirely zero-emission buses. Ms. Smyth is the project manager for this effort.

Attachment A



LEE KIRSHENBOIM Engineering Consultant



SUMMARY OF EXPERIENCE

AREA(S) OF EXPERTISE

Hydrogen Vehicle and Infrastructure Development, Project Management, Zero-Emission Fleet Transition Planning, Route Modeling, Validation Testing, Data Analysis

EXPERIENCE

2 years

YEARS WITH CTE

2 year

EDUCATION

Bachelor of Science, Mechanical Engineering, University of Maryland-College Park

Lee Kirshenboim is an Engineering Consultant at CTE. Ms. Kirshenboim provides project management, oversight, and technical support to technology development and demonstration projects. She has worked with a number of different clients in the medium- and heavy-duty fuel cell electric truck and ports markets, including United Parcel Services (UPS), the Hyster-Yale Group, Washington Gas & Light, and Port of Los Angeles. Additionally, Ms. Kirshenboim has been involved in the internal development of bus modeling, simulation, and cost analysis software and tools. Currently, Ms. Kirshenboim is managing the projects to develop and demonstrate a fleet of zero-emission fuel cell hybrid electric delivery vans, and port container handling equipment as part of the Department of Energy's (DOE) and California Air Resources Board's (CARB) investment to commercialize cost effective hydrogen technologies. Prior managing technology demonstration project, Ms. Kirshenboim supported numerous clients including the Hawaii Department of Transportation, the City of Columbia Missouri, Fort Collins DOT, Honolulu Department of Transit Services.

South Carolina Ports Authority – Fleet Decarbonization Assessment Charleston, South Carolina | Project Timeline: February 2024 – November 2024

Project Manager | CTE will produce a zero-emission fleet assessment for SCPA, including duty cycle assessment and energy requirements for SCPA's vehicle and container handling fleet, review of replacement options for vehicles and infrastructure, deployment scenarios, and cost-benefit analyses.

Kitsap Transit – West Bremerton Transfer Center Feasibility Study, Bremerton, Washington | Project Timeline: March 2023 – August 2023

Project Manager | CTE is worked with Kitsap Transit Agency (KT) to determine the feasibility of building a hydrogen fueling station the West Bremerton Transit Center. CTE is provided technical consulting services, conceptual site modeling and cost analysis to help KT with the preliminary steps in their transition to hydrogen. Ms. Kirshenboim's role included proposal development, project administration, and data collection and analysis.

Attachment A



JAY WOODBECK Engineering Services Manager



Jay Woodbeck leads CTE’s team of engineers to provide technical analysis and insight for advanced transportation projects, including battery-electric and hydrogen fuel cell power vehicles. In his previous role at CTE as an Engineering Consultant, he specialized in route analysis to optimize zero-emission fleet miles, working with transit agencies for custom fleet transition plans, and providing utility analysis. Mr. Woodbeck’s previous experience includes electrified vehicle testing, charging systems integration, smart grid integration, project management, and EV education at an automotive OEM.

SUMMARY OF EXPERIENCE

AREA(S) OF EXPERTISE
Project Management and Technical Support, Fleet Transition Plans, Smart Deployment, Key Performance Indicators (KPIs), Charge Management Systems.

EXPERIENCE
9+ years

YEARS WITH CTE
2

EDUCATION
Master of Science,
Energy Systems
Engineering, University
of Michigan – Ann Arbor

Bachelor of Science,
Mechanical &
Biomedical Engineering,
Michigan Technological
University

Fleet Transition Plan, CCRTA, Corpus Christi, TX

Engineering Consultant | Mr. Woodbeck led the modeling and simulation to project Battery Electric Bus and Hydrogen Fuel Cell Bus performances and compare how each technology can be used to transition CCRTA to a fully zero-emission fleet. With input from the agency, he created a 20-year plan that includes three phases, allowing CCRTA flexibility to adapt at key points to match future vehicle technology developments and adjust use of hydrogen fuel should a local supply become available.

Fleet Transition Plan, North Carolina Department of Transportation Engineering Consultant | Through a unique North Carolina DOT grant, CTE supported fleet transition planning at North Carolina transit agencies in Hoke County (HATS) and Boone, NC (AppalCART). Mr. Woodbeck led the analysis of AppalCART’s fixed route service to identify early deployment opportunities for battery electric buses and to map out how the growing technology can match the agency’s planned procurement cycle. For the HATS agency, Mr. Woodbeck and CTE developed best practices and a long-term plan for deploying electrified cutaways in the challenging use case of on-demand service.

Fleet Transition Plan, RTC SNV, Las Vegas, NV

Engineering Consultant | Transitioning to a full zero emission transit fleet in Las Vegas presents the unique challenges of around the clock service and heavy use of double decker buses. Mr. Woodbeck led the modeling, simulation, and data analysis to demonstrate how a mixed fleet of both battery electric and fuel cell technologies can work together to meet RTC SNV’s operating needs.

Battery Electric Cutaway Planning and Procurement Support, Minnesota Department of Transportation

Engineering Consultant | Mr. Woodbeck is supporting MnDOT and two local transit service providers in the procurement and deployment of 24’ battery electric cutaways and related charging equipment. To increase deployment success for “dial-a-ride” service (also known as “on-demand” service) he worked with the service providers to develop operating guidelines, taking into account the vehicles’ relatively short ranges coupled with extreme cold conditions experienced seasonally in rural Minnesota.

Center for Transportation and the Environment

Resumes



SONIYA BHAGAT Lead Engineering Associate



Soniya Bhagat is a Lead Engineering Associate at CTE in the Atlanta office. Ms. Bhagat provides organizational and technical support for advanced transportation projects including fuel cell electric, battery electric, and automated vehicle technologies and their supporting infrastructure. She has a background in mechanical design research, modeling, simulations, and geospatial mapping projects.

SUMMARY OF EXPERIENCE

AREA(S) OF EXPERTISE

Data Analysis, Feasibility Analysis, Data Collection & Reporting

EXPERIENCE

2 years

YEARS WITH CTE

1 year

EDUCATION

Master of Sustainable Energy & Environmental Management, Georgia Institute of Technology

BS, Mechanical Engineering, Georgia Institute of Technology

Port of Long Beach, Pier A Zero Emission Masterplan, Long Beach, CA | Project Timeline: November 2023 – December 2024

Engineering Associate | CTE is providing industry expertise on the applicability of hydrogen technologies at Ports to Jacobs, the Port of Long Beach, and its tenant for inclusion in the Pier A Zero Emission Masterplan. Ms. Bhagat is providing technical expertise on hydrogen technologies and port applications. She is also assisting in technical and project management activities including preparation of reporting deliverables and attending weekly meetings.

Kitsap Transit – West Bremerton Transfer Center Feasibility Study, Bremerton, Washington | Project Timeline: March 2023 – August 2023

Engineering Associate | CTE is working with Kitsap Transit Agency (KTA) to determine the feasibility of building a hydrogen fueling station the West Bremerton Transit Center. CTE is providing technical consulting services, conceptual site modeling and cost analysis to help KTA with the preliminary steps in their transition to hydrogen. Ms. Bhagat worked on developing the model and tools for hydrogen feasibility assessments. She developed and maintained the data repository and performing all technical analyses for the project. She also supported project management activities including presentation deliverables, contracting, and outreach.

Gold Coast Low-No 2022 Fuel Cell Electric Bus Deployment, Ventura, California | Project Timeline: January 2023 – June 2026

Engineering Associate | CTE is assisting Gold Coast Transit with the procurement of five (5) 40' New Flyer hydrogen fuel cell electric buses (FCEBs), a hydrogen fueling station that will be able to support at least 50 buses to allow for future expansion, and maintenance facility upgrades to add hydrogen detection and alarming capabilities. These will be the first zero-emission buses in GCTD's fleet. Ms. Bhagat conducted all the technical requirements analysis and fuel consumption model calculations for both GCTD and VCTC. She also supported the development for the request for proposal for the final hydrogen fueling station. This includes reviewing the scope of work and specifications for the station and buses.



DATE: June 28, 2024

TO: Board of Directors

FROM: Freddy Rocha, Facilities Maintenance Manager

SUBJECT: AUTHORIZE THE CEO/GENERAL MANAGER TO EXECUTE A CONTRACT WITH SWENSON BUILDERS IN AN AMOUNT NOT TO EXCEED \$522,193 FOR THE INSTALLATION OF AUTOMATED GATES

I. RECOMMENDED ACTION

That the Board of Directors authorize the CEO/General Manager to execute a contract with Swenson Builders for the Installation of Automated Gates at the JKS Operations Building in an amount not to exceed \$522,193 and in a form approved by legal counsel.

- The Santa Cruz Metropolitan Transit District (METRO) has a need for automated gates at the JKS Operations Building (Project).
- METRO issued multiple solicitations for the Project, but it did not receive any responses to these solicitations.
- METRO may directly negotiate a contract if it does not receive any bids in response to a solicitation and the Board finds that it is in the best interest of METRO to do so and that competition would be unavailing.
- Staff recommends that the Board award a contract to Swenson Builders for the installation of automated gates at the JKS Operations Building because it is in METRO's best interest and further competition would be unavailing.

II. DISCUSSION/BACKGROUND

Santa Cruz METRO has a need for automated security gates at the JKS Operations Building on River Street. METRO has an obligation to FTA to ensure that any asset purchased with FTA funds is secured properly. METRO intends to meet this obligation by adding security gates. Automated security gates will ensure that vehicles and the fueling station are secured from possible theft or vandalism.

In 2020, METRO issued a Request for Information (RFI) for the Project but did not receive any responses. METRO proceeded to work with its consultant, Waltry Designs, to develop the technical specifications for the Project. In 2022, METRO issued an Invitation for Bids (IFB) for the Project, but it did not receive any bids. Based on feedback from prospective bidders, METRO revised and reissued the solicitation, but again did not receive any bids.

METRO may directly negotiate a contract when allowed by applicable law and when the Board finds that it is in the best interest of METRO to do so, and that competition would be unavailing. Pursuant to Public Contract Code section 22038(c), METRO may directly negotiate a contract when it has not received any bids in response to a solicitation. Therefore, the award of a negotiated contract to Swenson Builders is permitted by applicable law.

Here, METRO issued multiple solicitations and attempted to revise its bid documents to foster greater competition and interest in the Project. Nevertheless, its solicitations have been unsuccessful. Award of a contract to Swenson Builders for the Project is in METRO's best interest because the prior solicitations and feedback from prospective bidders suggests that issuing another solicitation is unlikely to result in a bidder and that it would be an inefficient and ineffective use of public resources. Therefore, further competition at this point would be unavailing and not in furtherance of the purposes of the competitive bidding statutes and METRO's procurement rules.

III. STRATEGIC PLAN PRIORITIES ALIGNMENT

The award of this contract would align with the following Strategic Priorities:

- Service Quality and Delivery
- Internal and External Technology
- Safety

IV. FINANCIAL CONSIDERATIONS/IMPACT

The required funding in the amount of \$522,193 is included in the FY25 Capital Budget Portfolio and the funding source is Operating and Capital Reserves.

V. CHANGES FROM COMMITTEE

N/A

VI. ALTERNATIVES CONSIDERED

The Board could choose not to approve the contract and direct staff to reissue the solicitation. Staff does not recommend this alternative for reasons set forth in this staff report.

VII. ATTACHMENTS

Attachment A: Swenson Builders Price Proposal 6.24.24

Prepared by: Freddy Rocha, Facilities Maintenance Manager

VIII. APPROVALS

Freddy Rocha
Facilities Maintenance Manager



Approved as to fiscal impact:
Chuck Farmer, CFO



Corey Aldridge, CEO/General Manager



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Metro Gates: Automated Security Gates at Transit Facility

SWENSON BUILDERS

1200 River St
Santa Cruz, CA 95060

Chuck Lynn
clynn@swenson.com
831-475-7100

6.24.24

No. 23-12

DESCRIPTION	QUANTITY	UNITS	COST/UNIT	BUDGET 3
GENERAL REQUIREMENTS				
Pre-construction	1	EA	\$5,500.00	\$5,500
Staking, Testing & Inspection Services		LS	\$0.00	\$0
Project Manager Costs	1	Month	\$20,042.00	\$20,042
Superintendent Costs	1	Month	\$16,250.00	\$16,250
Project Engineer Costs	1	Month	\$12,500.00	\$12,500
Administrative Assistant Costs	1	Month	\$5,000.00	\$5,000
Davis Bacon admin	1	Month	\$1,200.00	\$1,200
Security service	0	Month	\$0.00	\$0
Project trailer / job shack	0	Month	\$975.00	\$0
Sanitary Facilities	2	Month	\$1,200.00	\$2,400
Temporary electricity (PG&E bill)	0	Month	\$0.00	\$0
Temporary water	0	Month	\$0.00	\$0
Temporary fences	1	Month	\$2,800.00	\$2,800
Barricades, pedestrian protection	1	LS	\$1,850.00	\$1,850
Trash Bins and Hauling	1	EA	\$1,218.75	\$1,219
Equipment Rentals	1	Month	\$3,500.00	\$3,500
Miscellaneous Items	1	Month	\$980.00	\$980
Safety Equipment	1	LS	\$2,750.00	\$2,750
Mail, Expressage and UPS Services	1	LS	\$630.00	\$630
Cellular Phone Services	2	Month	\$225.00	\$450
Blueprinting, Scanning and Copies	1	LS	\$750.00	\$750
Warranties and Warranty Work	1	SF	\$750.00	\$750
CONCRETE				
Demo AC pavement and concrete	1	LS	\$20,860	\$20,860
Grading	1	LS	\$7,910	\$7,910
CLASS 2 aggregate base	1	LS	\$8,330	\$8,330
Concrete driveway	1	LS	\$20,020	\$20,020
Concrete curb and gutter	1	LS	\$8,500	\$8,500
AC paving	1	LS	\$10,200	\$10,200
Concrete pad (slider gate operator)	1	LS	\$4,700	\$4,700
Concrete Pad (Swing gate operator)	1	LS	\$4,700	\$4,700
Concrete Fence wall	1	LS	\$25,800	\$25,800
Traffic Control	1	LS	\$18,900	\$18,900
METALS				
Bike Rack	1	LS	\$3,411	\$3,411
GATE AND FNECE:Furnish and install (1) - 25' double drive gate (2) - Gate operators long range proximity card readers (1) 3' X 6' pedestrian man gate with panic hardware (1) 30' slide gate with motor Repair 6' tall chain link fence	1	LS	\$120,498	\$120,498
ELECTRICAL				
Provide all conduit, raceways, boxes and enclosures for power and security two new vehicle gates and related controls and cameras, Provide all wiring, cabling and terminations for voltages 120v or higher	1	LS	\$90,200	\$90,200
SITE				
Landscaping - Repair	1	EA	\$8,965	\$8,965
SUMMARY				
	Subtotal			\$431,565
	Overhead 5%	5%		\$21,578
	Profit 5%	5%		\$21,578
Total				\$474,721

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DATE: June 28, 2024
TO: Board of Directors
FROM: Julie Sherman, General Counsel
SUBJECT: CONSIDERATION OF AUTHORIZING THE CEO/GENERAL MANAGER, CFO, AND GENERAL COUNSEL TO APPROVE TORT LIABILITY SETTLEMENTS UP TO \$100,000

I. RECOMMENDED ACTION

That the Board of Directors authorize the CEO/General Manager, CFO, and General Counsel to approve tort liability settlements up to \$100,000.

II. SUMMARY

- On October 28, 2022, the Board of Directors (Board) delegated authority to the CEO/General Manager and General Counsel to settle any tort liability, potential claims, claims, and/or legal actions up to \$100,000.
- In order to comply with statutory requirements, the General Counsel recommends that the Board approve the addition of the CFO to the committee authorized to exercise the settlement authority described above.

III. DISCUSSION/BACKGROUND

On October 28, 2022, the Board increased the settlement authority delegated to the CEO/General Manager and General Counsel to \$100,000 in order to align with increased costs of vehicle repairs and medical treatment. Having this authority allows the CEO/General Manager and General Counsel to settle cases promptly and possibly obtain a more favorable settlement.

California law allows the Board to delegate settlement authority to any board or committee with a minimum of three members. In order to comply with statutory requirements, the General Counsel recommends adding the CFO to the committee authorized to exercise the settlement authority described above.

The Board will continue to be able to review potential claims, claims and litigation during closed session, and when a claim is placed on the consent agenda for Board action.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This item aligns with the following Strategic Priorities:

- Financial Stability, Stewardship & Accountability

V. FINANCIAL CONSIDERATIONS/IMPACT

There is no fiscal impact with the Board's approval of this settlement authority. However, having this authority, the CEO/General Manager, CFO, and General Counsel will be able to settle cases promptly and possibly obtain a more favorable settlement, which ultimately effects the Operating Budget.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

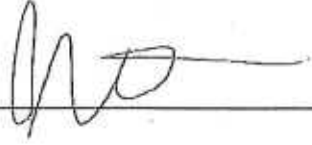
The Board could lower the settlement authority, but this is not recommended as it will limit METRO's ability to promptly settle claims.

VIII. ATTACHMENTS

Attachment A: Resolution Authorizing the CEO/General Manager or Designee, CFO, and General Counsel to Compromise and/or Settle Potential Tort Claims, Claims or Legal Actions

IX. APPROVALS

Julie Sherman, General Counsel



Corey Aldridge, 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 AUTHORIZING THE CEO/GENERAL MANAGER OR DESIGNEE, CFO, AND GENERAL COUNSEL TO COMPROMISE AND/OR SETTLE POTENTIAL TORT LIABILITY, POTENTIAL CLAIMS, CLAIMS AND/OR LEGAL ACTIONS

WHEREAS, no suit for money or damages may be brought against the Santa Cruz Metropolitan Transit District (Santa Cruz METRO), unless a written claim has been timely presented to Santa Cruz METRO and rejected in whole or in part; and

WHEREAS, Santa Cruz METRO has an obligation to vigorously defend its interest by thoroughly investigating all claims and lawsuits filed against it; and

WHEREAS, Santa Cruz METRO is charged with the responsibility to bring about satisfactory resolution to all potential claims, claims, and lawsuits filed against it; and

WHEREAS, in 2022, pursuant to Resolution 22-10-03, the Board of Directors delegated tort claim settlement authority to Santa Cruz METRO's CEO/General Manager and General Counsel, provided the settlement amount did not exceed One Hundred Thousand Dollars (\$100,000); and

WHEREAS, the CEO/General Manager and General Counsel recommend adding the Chief Financial Officer (CFO) to the committee authorized to exercise the settlement authority described above.

NOW, THEREFORE, BE IT RESOLVED, that the CEO/General Manager or designee, the CFO, and the General Counsel are authorized to compromise or settle any tort liability, potential claim, claim, or legal action that is filed against Santa Cruz METRO, its officers or employees, provided the amount to be paid pursuant to such allowance, compromise or settlement does not exceed One Hundred Thousand Dollars (\$100,000). If the amount to be paid exceeds One Hundred Thousand Dollars (\$100,000), the allowance, compromise or settlement must be approved by the Board of Directors.

Attachment A

Resolution # _____

Page 2 of 2

BE IT FURTHER RESOLVED, in all potential claims, claims, or legal actions that are allowed, compromised or settled, pursuant to the Board of Director's actions hereunder, the HR Director will be responsible, upon written order of General Counsel, CFO, and the CEO/General Manager and in accordance with the terms of such allowance, compromise or settlement, to cause the necessary check to be issued in an amount for which such tort liability, potential claim, claim, or legal action has been allowed, compromised or settled pursuant to the Resolution.

BE IT FURTHER RESOLVED, through approval of this Resolution, the Board of Directors hereby nullifies Resolution No. 22-10-03.

PASSED AND ADOPTED this 28th day of June 2024 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Approved:

Kristen Brown, Chair

Attest:

Corey Aldridge, CEO/General Manager

Approved as to form:

Julie Sherman, Legal Counsel

9.12A.2



DATE: June 28, 2024
TO: Board of Directors
FROM: Julie Sherman, General Counsel
SUBJECT: DELEGATION OF AUTHORITY TO THE CEO/GENERAL MANAGER TO APPROVE DESIGNS AND PLANS FOR ALL BOARD-APPROVED CAPITAL PROJECTS

I. RECOMMENDED ACTION

That the Board of Directors delegate authority to the CEO/General Manager to approve designs and plans for all Board-approved capital projects.

II. SUMMARY

- California law grants public entities immunity from liability for injuries caused by the plan or design of construction or improvement projects, if the projects' design or plans were approved and the approved designs or plans were reasonable. This approval must be made by an agency's legislative body or an employee designated by the legislative body to act on its behalf.
- Delegation of the proposed authority would authorize Santa Cruz Metropolitan Transit District's (METRO's) CEO/General Manager, or designee, to approve standards that may be utilized in the plan and/or design of Projects (as defined below).

III. DISCUSSION/BACKGROUND

Government Code Section 830.6 grants California public entities immunity from liability for injuries caused by the plan or design of construction or improvement projects, if the projects' design or plans were approved and the approved designs or plans were reasonable. This approval must be made by an agency's legislative body or an employee designated by the legislative body to act on its behalf.

METRO anticipates an increase in planning and construction of capital projects and improvements, including infrastructure, facilities, hydrogen, and rolling stock (Projects) in the coming years as METRO continues its transition to a zero-emission bus fleet, expands its intercity transit service, and repairs or replaces its aging infrastructure and rolling stock.

In preparation for this additional activity, and to (a) provide greater administrative efficiency, responsiveness and flexibility in the planning, design and purchase or construction of the Projects, and (b) better account for METRO's use of consultants and the CEO/General Manager's delegated procurement authority, staff and legal

counsel recommend the Board of Directors (Board) delegate to the CEO/General Manager, or designee, the authority to approve the designs and plans, with such delegation of authority to be effective until revoked by the Board.

Staff and legal counsel also recommend the Board authorize the CEO/General Manager, or designee to establish design standards that may, among other uses, be utilized in the plan or design of Projects.

This delegation of authority is specific to approval of Project designs and plans, and does not alter the Board's discretionary authority to approve and appropriate funding for capital projects or award contracts for capital project planning, design and construction.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This item aligns with the following Strategic Priorities:

- Financial Stability, Stewardship & Accountability

V. FINANCIAL CONSIDERATIONS/IMPACT

Delegation of this authority has no direct financial impact.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED


The Board could elect not to delegate authority to the CEO/General Manager to approve designs and plans for all Board-approved capital projects.

VIII. ATTACHMENTS

Attachment A: Resolution Delegating Authority to the CEO/GM to Approve Designs and Plans for All Board-Approved Capital Projects

IX. APPROVALS

Julie Sherman, General Counsel



Corey Aldridge, 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 OF THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT DELEGATING AUTHORITY TO THE CEO/GENERAL MANAGER TO APPROVE DESIGNS AND PLANS FOR ALL BOARD-APPROVED CAPITAL PROJECTS

WHEREAS, the Board of Directors (Board) of the Santa Cruz Metropolitan Transit District (METRO) anticipates an increase in planning and construction of capital projects and improvements, including infrastructure, facilities, hydrogen, and rolling stock (Projects) in the coming years as METRO continues its transition to a zero-emission bus fleet, expands its intercity transit service, and repairs or replaces its aging infrastructure and rolling stock.

WHEREAS, each of the Projects will require METRO's discretionary approval of plans and/or designs before they are upgraded, purchased, and constructed.

WHEREAS, California Government Code Section 830.6 grants California public entities immunity from liability for injuries caused by the plan or design of construction or improvement projects where such plans or designs have been approved by the legislative body of the public entity.

WHEREAS, the Board, pursuant to Government Code Section 830.6, may delegate its discretionary authority to approve the plans or designs of public construction or improvement projects (Design Approval Authority) to a METRO employee or other body.

WHEREAS, to facilitate the efficient and timely delivery of METRO Projects, the Board deems it necessary and prudent to delegate its Design Approval Authority to the CEO/General Manager, or designee.

WHEREAS, the delegation of Design Approval Authority requires the CEO/General Manager, or designee, to review, analyze, and approve all designs and plans for the Projects and their components.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Santa Cruz Metropolitan Transit District hereby delegates its design and plan approval authority to the CEO/General Manager, or designee, for all Board-approved capital projects and improvements, including infrastructure, facilities, hydrogen, and rolling stock, and all of their component elements, effective immediately and until terminated by action of the Board.

THEREFORE, BE IT FURTHER RESOLVED that the CEO/General Manager, or designee, in the exercise of such authority, is directed to weigh all benefits, advantages, and potential risks involved and to reasonably and appropriately balance considerations of safety and convenience for employees, METRO contractors and consultants, and members of the public; accessibility to transit facilities and services; and cost effectiveness.

THEREFORE, BE IT FURTHER RESOLVED that the CEO/General Manager, or designee, is authorized to establish design standards that may, among other uses, be utilized in the plan or design of Projects.

THEREFORE, BE IT FURTHER RESOLVED that the delegation of authority granted by this Resolution is not intended to alter the process by which funds may be budgeted or expended on the Projects.

PASSED AND ADOPTED by the Board of Directors of the Santa Cruz Metropolitan Transit District this 28 Day of June 2024 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

APPROVED:

KRISTEN BROWN
Board Chair

ATTEST:

COREY ALDRIDGE
CEO/General Manager

APPROVED AS TO FORM:

JULIE SHERMAN
General Counsel



DATE: June 28, 2024
TO: Board of Directors
FROM: Kristina Mihaylova, Deputy Finance Director
SUBJECT: CONSIDERATION OF A RESOLUTION APPROVING THE FY24 REVISED CAPITAL BUDGET/PORTFOLIO

I. RECOMMENDED ACTION

That the Board of Directors adopt a resolution approving the FY24 Revised Capital Budget/Portfolio, as presented in Attachment B

II. SUMMARY

- The Board of Directors (Board) adopted the FY24 Capital Budget/Portfolio on June 23, 2023.
- Periodic capital budget revisions may be required due to new grant awards, new projects, changes to the scope of existing projects, spending adjustments and removal of projects that are no longer active.
- Revisions to an adopted capital budget require Board approval and the adoption of a resolution.

III. DISCUSSION/BACKGROUND

The Board must adopt an Operating and Capital Budget by June 30th each year. The Board adopted the FY24 & FY25 Operating and FY24 Capital Budget/Portfolio on June 23, 2023.

Periodically, capital budget revisions are required to add new projects, revise project balances and funding sources, update project descriptions, etc. This will be the second revision to the FY24 Capital Budget/Portfolio since adoption.

Staff requests that the Board adopt a resolution (Attachment A) to approve the FY24 Revised Capital Budget/Portfolio (Attachment B).

A Reconciliation by Project as of June 28, 2024 (Attachment C) is provided; this reconciles the (current) FY24 Revised Capital Budget/Portfolio against the (original) Final FY24 Capital Budget/Portfolio adopted on June 23, 2023.

This revision impacts multiple projects.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

The original FY24 Capital Budget/Portfolio adopted June 23, 2023 totals \$83,081,176.

- Revision 1 – January 26, 2024 – This revision added two new (2) projects, removed three (3) projects; revised the available budget balances for fifteen (15) projects; added additional funding to two (2) projects, and revised the description and scope for two (2) projects. This revision resulted in a net increase of \$37,987,142, for a Revised FY24 Capital Budget/Portfolio balance of \$121,068,317.
- Revision 2 – June 28, 2024 - This revision added four new (4) projects and revised the available budget balances for six (6) projects. This revision resulted in a net decrease of \$239,889, for a Revised FY24 Capital Budget/Portfolio balance of \$120,828,429.

The Reconciliation by Project as of June 28, 2024 (Attachment C) lists the detail of all changes by project since adoption on June 23, 2023, and includes an explanation for the action. The year to date change is a net increase of \$37,747,253.

VI. ALTERNATIVES CONSIDERED

- There are no recommended alternatives at this time. If the revised budget is not approved, important capital improvements and capital projects could be delayed or cancelled.

VII. ATTACHMENTS

- Attachment A:** FY24 Capital Budget/Portfolio Resolution
- Attachment B:** FY24 Revised Capital Budget/Portfolio as of June 28, 2024
- Attachment C:** FY24 Revised Capital Budget/Portfolio – Reconciliation by Project as of June 28, 2024

Prepared by: Kristina Mihaylova, Deputy Finance Director

VIII. APPROVALS

Approved as to fiscal impact:
Chuck Farmer, CFO



Corey Aldridge, CEO/General Manager



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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:

**A RESOLUTION OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
AUTHORIZING A REVISION TO THE FY24 CAPITAL BUDGET/PORTFOLIO**

WHEREAS, the Board of Directors approved the FY24 Capital Budget/Portfolio on June 23, 2023 with a total budget of \$83,081,176; and

WHEREAS, it is necessary to revise the adopted FY24 Capital Budget/Portfolio by \$37,747,253;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Santa Cruz Metropolitan Transit District hereby amends the FY24 Capital Budget/Portfolio per Attachment B to this resolution for a total FY24 Revised Capital Budget/Portfolio of \$120,828,429.

PASSED AND ADOPTED this 28th day of June 2024, by the following vote:

AYES: Directors -

NOES: Directors -

ABSENT: Directors -

ABSTAIN: Directors -

APPROVED:

KRISTEN BROWN, Board Chair

ATTEST:

COREY ALDRIDGE
CEO, General Manager

APPROVED AS TO FORM:

JULIE A. SHERMAN
General Counsel

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Attachment B

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY24 REVISED CAPITAL BUDGET/PORTFOLIO
AS OF JUNE 28, 2024

Table with columns for Project/Activity, Restricted, TIRCP, LCTOP, LPP, VW Grant, PG&E Rebates & MBARD, STA-SGR (SB 1), Measure D (XFR FROM OPER BUDGET), and TOTAL. Rows include Revenue Vehicle Purchases, Non-Revenue Vehicle Purchases & Replacements, Fleet & Maint Equipment, Office Equipment, and Misc. Subtotals are provided for various categories and a grand total for capital projects.

9.14B.2

Attachment B

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY24 REVISED CAPITAL BUDGET/PORTFOLIO AS OF JUNE 28, 2024

PROJECT/ACTIVITY	RESTRICTED	TIRCP	CalTrans Clean CA Transit Program	RESTRICTED	LCTOP	LPP	VW GRANT	PG&E REBATES & MBARD	RESTRICTED	STA-SGR (SB 1)	BUS REPLACEMENT FUND		TOTAL
											\$3M PER YEAR (MEASURE D + SB1 STA&SGR)	RESTRICTED	
CAPITAL PROGRAM FUNDING													
Federal Sources of Funds:													
Federal Grants (FTA)	\$ 294,246												\$ 294,246
USDOT 2022 Multimodal Projects Discretionary Grant (MPDG)	\$ -												\$ -
State /Other Sources of Funds:													
CalTrans Clean CA Transit Program			\$ -										\$ -
Low Carbon Transit Operations Program (LCTOP)				\$ -									\$ -
Local Partnership Program (LPP)					\$ 302,000								\$ 302,000
State Transit Assistance (STA)-Prior Years													\$ -
Transfers from Operating Budget (STA-SB1)													\$ -
STA-SGR (SB1)										\$ -			\$ -
Transfers from Operating Budget (Measure D)											\$ 6,212,874		\$ 6,212,874
TIRCP		\$ 125,000											\$ 125,000
VW GRANT							\$ -						\$ -
PG&E REBATES & MBARD								\$ 170,000					\$ 170,000
Local Sources of Funds:													
Operating and Capital Reserve Fund													\$ 2,858,127
TOTAL CAPITAL FUNDING BY FUNDING SOURCE	\$ 294,246	\$ 125,000	\$ -	\$ -	\$ 302,000	\$ -	\$ -	\$ 170,000	\$ -	\$ -	\$ 6,212,874	\$ -	\$ 9,962,247
Restricted Funds	\$ 294,246	\$ 125,000	\$ -	\$ -	\$ 302,000	\$ -	\$ -	\$ 170,000	\$ -	\$ -	\$ 6,212,874	\$ -	\$ 7,104,120
Unrestricted Funds													\$ 2,858,127
TOTAL CAPITAL FUNDING	\$ 294,246	\$ 125,000	\$ -	\$ -	\$ 302,000	\$ -	\$ -	\$ 170,000	\$ -	\$ -	\$ 6,212,874	\$ -	\$ 9,962,247
* NOTE: The amounts listed here represent the amounts committed against awarded grants and projects, and therefore will not equal the \$3M allocated to the Bus Replacement Fund in any given year.													

Attachment B

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT										
FY24 REVISED CAPITAL BUDGET/PORTFOLIO										
AS OF JUNE 28, 2024										
PROJECT/ACTIVITY	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	TOTAL
	FEDERAL FUNDS	TIRCP	CAITrans Clean CA Transit Program	LCTOP	LPP	VW GRANT	PG&E REBATES & MBARD	ST-A-SGR (SB 1)	MEASURE D (XFR FROM OPER BUDGET)	OPERATING & CAPITAL RESERVE FUND
Construction Related Projects										
1										\$ 2,032,760
2		\$ 500,000							\$ 3,975,678	\$ 4,475,678
3										\$ 100,000
4		\$ 5,100,000								\$ 9,500,000
5										\$ 1,500,000
6		\$ 8,500,000								\$ 8,500,000
7	\$ 200,000	\$ 8,950,000								\$ 3,000,000
	\$ 200,000	\$ 23,050,000								\$ 11,032,760
										\$ 38,258,438
IT Projects										
8										\$ 2,616,030
9										\$ 250,000
10		\$ 375,000								\$ 375,000
		\$ 375,000								\$ 2,866,030
										\$ 3,241,030
Facilities Upgrades & Improvements										
11										\$ 215,105
12										\$ 100,000
13										\$ 103,127
14										\$ 195,492
15										\$ 20,000
16		\$ 1,500,000								\$ 235,328
17		\$ 235,328								\$ 1,500,000
18		\$ 508,000								\$ 55,000
19		\$ 508,000								\$ 108,000
		\$ 1,500,000								\$ 796,724
										\$ 616,000
										\$ 3,040,052
Revenue Vehicle Purchases, Replacements & Campaigns										
20										
21										\$ 238,011
22										\$ 994,000
23										\$ 117,185
24		\$ 11,463,050		\$ 918,000		\$ 20,640,000		\$ 2,799,073		\$ 5,718,000
25										\$ 1,000,000
26		\$ 11,898,900				\$ 4,320,000		\$ 650,765		\$ 16,869,665
27										\$ 190,000
28		\$ 23,361,950		\$ 1,220,000		\$ 24,960,000		\$ 3,449,839		\$ 515,000
										\$ 8,470,196
										\$ 55,000
										\$ 74,536,985

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
 FY24 REVISED CAPITAL BUDGET/PORTFOLIO
 AS OF JUNE 28, 2024

	PROJECT/ACTIVITY	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	BUS REPLACEMENT FUND \$3M PER YEAR (MEASURE D + SB1 STA&SGR)	ST-A-SGR (SB 1)	PG&E REBATES & MBARD	VW GRANT	LCTOP	LPP	TIRCP	Clean CA Transit Program	MEASURE D (XFR FROM OPER BUDGET)	OPERATING & CAPITAL RESERVE FUND	TOTAL	
																										RESTRICTED
Revenue Vehicle Purchases, Replacements & Campaigns-Fleet Electrification Projects																										
29	4 ZEBs & 4 Chargers - Highway 17 (FTA 5339c FY16 Measure D, HVIP: \$480K; PG&E Rebates: \$9K/Bus & \$25K/Charger)	\$	0														\$	136,000						\$	136,000	
30	Completion of JKS Facility-ZEB Yard Charging Infrastructure																									
31	1 ZEB & Charger (FY20 LCTOP-Interest+HVIP: \$138K+ PG&E Rebates: \$9K/Bus & \$25K/Charger)	\$	0																							
	Subtotal	\$	0																							
Non-Revenue Vehicle Purchases & Replacements																										
32	Service Truck (FTA 5339a FY20)	\$	14,246																							
	Subtotal	\$	14,246																							
Fleet & Maint Equipment																										
33	Golf Club Part Washers (FTA 5339a FY20 + Reserves)	\$	80,000																							
34	Training Aids, Simulators, Components & Equipment	\$	444,000																							
	Subtotal	\$	524,000																							
Office Equipment																										
		\$	-																							
	Subtotal	\$	-																							
Misc.																										
35	Misc Capital Contingency-\$800K - 11/15/19 BOD+\$100K 5/21/2021+\$1M 03/25/2022																									
36	Security Upgrade (servers + cameras all sites)																									
37	Office Furniture - Finance (3 workstations)																									
38	OPS-Massage Chairs:\$8K																									
39	Marketing Trailer & Wrap for Trailer																									
40	Black Boxes for PC - desktop																									
41	Mindshare dispatch console - Paracruz																									
42	JKS lighting control software upgrade																									
	Subtotal	\$	-																							
	Subtotal	\$	-																							
TOTAL CAPITAL PROJECTS		\$	24,335,524	\$	37,945,000	\$	508,000	\$	1,220,000	\$	24,960,000	\$	170,000	\$	3,449,839	\$	12,556,874	\$	15,683,191	\$	120,828,429					

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY24 REVISED CAPITAL BUDGET/PORTFOLIO
AS OF JUNE 28, 2024**

PROJECT/ACTIVITY	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	BUS REPLACEMENT FUND		OPERATING & CAPITAL RESERVE FUND	TOTAL	
														\$3M PER YEAR (MEASURE D + SB1 STA&SGR)				MEASURE D (XFR FROM OPER BUDGET)
														RESTRICTED	RESTRICTED			
CAPITAL PROGRAM FUNDING																		
Federal Sources of Funds:																		
Federal Grants (FTA)	\$ 24,335,524																\$ 24,335,524	
USDOT 2022 Multimodal Projects Discretionary Grant (MPDG)	\$ -																\$ -	
State /Other Sources of Funds:																		
CalTrans Clean CA Transit Program		\$ 508,000															\$ 508,000	
Low Carbon Transit Operations Program (LCTOP)				\$ -													\$ -	
Local Partnership Program (LPP)					\$ 1,220,000												\$ 1,220,000	
State Transit Assistance (STA)-Prior Years																	\$ -	
Transfers from Operating Budget (STA-SB1)																	\$ -	
STA-SGR (SB1)													\$ 3,449,839				\$ 3,449,839	
Transfers from Operating Budget (Measure D)														\$ 12,556,874			\$ 12,556,874	
TIRCP		\$ 37,945,000															\$ 37,945,000	
VW GRANT										\$ 24,960,000							\$ 24,960,000	
PG&E REBATES & MBARD										\$ 170,000							\$ 170,000	
Local Sources of Funds:																		
Operating and Capital Reserve Fund																\$ 15,683,191	\$ 15,683,191	
TOTAL CAPITAL FUNDING BY FUNDING SOURCE	\$ 24,335,524	\$ 37,945,000	\$ 508,000	\$ -	\$ 1,220,000	\$ 24,960,000	\$ 170,000	\$ 3,449,839	\$ 12,556,874	\$ 24,960,000	\$ 170,000	\$ 3,449,839	\$ 12,556,874	\$ 15,683,191	\$ 120,828,429	\$ 120,828,429		
Restricted Funds	\$ 24,335,524	\$ 37,945,000	\$ 508,000	\$ -	\$ 1,220,000	\$ 24,960,000	\$ 170,000	\$ 3,449,839	\$ 12,556,874	\$ 24,960,000	\$ 170,000	\$ 3,449,839	\$ 12,556,874	\$ 15,683,191	\$ 105,145,237	\$ 105,145,237		
Unrestricted Funds														\$ 15,683,191	\$ 15,683,191	\$ 15,683,191		
TOTAL CAPITAL FUNDING	\$ 24,335,524	\$ 37,945,000	\$ 508,000	\$ -	\$ 1,220,000	\$ 24,960,000	\$ 170,000	\$ 3,449,839	\$ 12,556,874	\$ 24,960,000	\$ 170,000	\$ 3,449,839	\$ 12,556,874	\$ 15,683,191	\$ 120,828,429	\$ 120,828,429		
* NOTE: The amounts listed here represent the amounts committed against awarded grants and projects, and therefore will not equal the \$3M allocated to the Bus Replacement Fund in any given year.																		

Attachment C

FY24 CAPITAL BUDGET/PORTFOLIO RECONCILIATION BY PROJECT AS OF JUNE 28, 2024- 2nd REVISION

FY24 FINAL CAPITAL BUDGET/PORTFOLIO ADOPTED JUNE 23, 2023: \$ 83,081,176

CAPITAL PROJECT	PJT#	SOURCE	AMOUNT	TOTAL
Revise Project Budget Balance: Multiple Projects				
	19-0001	OP & CAPITAL RESERVE	\$ (7,164)	
	19-0002	MEASURE D	\$ (14,930)	
	19-0004	OP & CAPITAL RESERVE	\$ 54	
	19-0006	OP & CAPITAL RESERVE	\$ 31,622	
	19-0006d	OP & CAPITAL RESERVE	\$ (17,220)	
	19-0027	MEASURE D	\$ (183,757)	
	19-0037	PG&E REBATES MEASURE D	\$ 136,000	
	19-0041	OP & CAPITAL RESERVE	\$ 8,127	
	21-0006	FTA	\$ 14,246	
		OP & CAPITAL RESERVE	\$ 8,500	
	23-0004	OP & CAPITAL RESERVE	\$ (61,814)	
	22-0005	OP & CAPITAL RESERVE	\$ 55,000	
	23-0003	PG&E REBATES	\$ 34,000	
	21-0004	FTA	\$ 80,000	
		OP & CAPITAL RESERVE	\$ 100,000	
	24-0007	OP & CAPITAL RESERVE	\$ (2,200)	
	24-0008	OP & CAPITAL RESERVE	\$ 23,000	

Reason: Adjust available budget based on prior year spending + new requests (24-0008 Massage Chairs & Additional Office Equipment)

Change Project Scope & Description and Adjust & Add Funding

Sources: 44 HFCBs: \$1.4M/Bus (TIRCP,LPP,BRF,VW,FTA 5339 a & b + HVIP: \$240K/Bus) FY25: 22 Buses; FY26: 22 Buses)

23-0001	LPP	\$ 18,000
	MPDG	\$ 4,800,000
	FTA 5339a	\$ 1,500,000
	FTA 5339 Discretionary Caltrans	\$ 1,980,000
	FTA 5339c FY23 Low & No-Emissi	\$ 7,983,050
	VW Grant	\$ 20,640,000
	BRF: Measure D	\$ 918,000
	BRF: SGR	\$ 1,142,962

Reason: Description change due to change in scope; Additional Funding Sources Available

Remove Projects: 23-0001a & 23-0008, 24-0006

23-0001a	FTA 5339 Discretionary Caltrans	\$ (1,680,000)
	MPDG	\$ (4,800,000)
	VW Grant	\$ (2,000,000)
	BRF: SGR	\$ (1,300,000)
	BRF: Measure D	\$ (5,340,000)
23-0008	VW Grant	\$ (1,200,000)
	BRF: Measure D	\$ (1,000,000)
	BRF: SGR	\$ (2,000,000)
24-0006	OP & CAPITAL RESERVE	\$ (100,000)

Reason: Projects 23-0001a is combined with project 23-0001; 23-0008 and 24-0006 have been canceled

Change Project Scope & Description and Adjust & Add Funding

Sources: 9 HFCBs: \$2.13M/Bus (FTA FY23 5339c Low-No, VW Grant, BRF: SGR, HVIP:\$240K/Bus)

24-0015	FTA 5339a	\$ (1,024,778)
	FTA 5339c FY23 Low & No-Emissi	\$ 11,898,900
	VW Grant	\$ 4,320,000
	BRF: SGR	\$ 1,677,544

Reason: Description change due to change in scope; Additional Funding Sources Available

Attachment C

FY24 CAPITAL BUDGET/PORTFOLIO RECONCILIATION BY PROJECT AS OF JUNE 28, 2024- 2nd REVISION

CAPITAL PROJECT	PJT#	SOURCE	AMOUNT	TOTAL
Add project: 24-0016 Black Boxes for PC - desktop	24-0016	OP & CAPITAL RESERVE _ Misc. Contingency	\$ 35,000	
Transfer Funds: Funds needed for new project	23-0004	OP & CAPITAL RESERVE _ Misc. Contingency	\$ (35,000)	
Reason: System upgrade required new equipment				
Add project: 24-0017 15 40' CNG Gillig Buses (Riverside Transit)	24-0017	BRF: Measure D	\$ 1,350,000	
Reason: New Project (due to service expansion)				
Revise Project Budget Balance: 23-0001	23-0001	BRF: SGR MPDG	\$ 1,656,111 \$ (4,800,000)	
Reason: Funding Source Adjustment				
Revise Project Budget Balance: 24-0015	23-0001	BRF: SGR	\$ (2,322,001)	
Reason: Funding Source Adjustment				
Add project: 24-0019 Training Aids, Simulators, Components & Equipment	24-0019	FTA 5339c FY23 Low & No- Emission BRF: Measure D	\$ 444,000 \$ 111,000	
Reason: New Project				
Revise Project Budget Balance: 23-0005b	23-0005b	FTA 5339c	\$ 200,000	
Reason: Funding Source Adjustment - Project Mgmt				
Add Project: 24-0018 Mindshare dispatch console - Paracruz	24-0018	OP & CAPITAL RESERVE _ Misc. Contingency	\$ 50,000	
	23-0004	OP & CAPITAL RESERVE _ Misc. Contingency	\$ (50,000)	
Reason: New Project Mindshare dispatch console - Paracruz				
Revise Project Budget Balance: 24-0010	24-0010	alTrans Clean CA Transit Progra OP & CAPITAL RESERVE	\$ 508,000 \$ (192,000)	
Reason: Funding Source Adjustment - New Funding Source / Grant added + scope change (11 additional shelters + 18 trash cans)				
Add Project: 24-0017a Additional Bus Components	24-0017a	BRF: Measure D	\$ 515,000	
Revise Project Budget Balance & Scope and Project Description : 24-0017	24-0017	BRF: Measure D	\$ (1,160,000)	
Reason: New Project - wraps & equipment for new buses as needed				
Revise Project Budget Balance: 24-0016 Black Boxes for PC - desktop	24-0016	OP & CAPITAL RESERVE _ Misc. Contingency	\$ 20,000	
Transfer Funds: Funds needed for new project	23-0004	OP & CAPITAL RESERVE _ Misc. Contingency	\$ (20,000)	
Reason: System upgrade required new equipment				
Add Project: 24-0020 JKS lighting control software upgrade	24-0020	OP & CAPITAL RESERVE _ Misc. Contingency	\$ 10,000	
	23-0004	OP & CAPITAL RESERVE _ Misc. Contingency	\$ (10,000)	

Attachment C

FY24 CAPITAL BUDGET/PORTFOLIO RECONCILIATION BY PROJECT AS OF JUNE 28, 2024- 2nd REVISION

CAPITAL PROJECT	PJT#	SOURCE	AMOUNT	TOTAL
Reason: New Project JKS lighting control software upgrade				
Revise Project Scope and Budget Balance: 24-0008 Office Furniture - Finance (3 workstations)	24-0008	OP & CAPITAL RESERVE _ Misc. Contingency	\$ 7,000	
Add Project to accurately reflect Scope and Budge: Massage Chairs - OPS	24-0008a	OP & CAPITAL RESERVE _ Misc. Contingency	\$ 8,000	
	24-0004	OP & CAPITAL RESERVE _ Misc. Contingency	\$ (15,000)	
Reason: Revised project scope and budget to reflect the addition of 1 more workstation and the purchase of the massage chairs				
			\$ 37,747,253	

FUNDING SUMMARY:				
		OP & CAPITAL RESERVE	\$ (154,095)	
		FTA	\$ 21,395,418	
		LCTOP	\$ -	
		LPP	\$ 18,000	
		MEASURE D	\$ (4,687)	
		VW GRANT	\$ 21,760,000	
		MBARD	\$ (4,800,000)	
		TIRCP	\$ -	
		STA-SGR	\$ (1,145,384)	
		PG\$E REBATES	\$ 170,000	
		CTC SB1 SCC GRANT	\$ -	
TOTAL CAPITAL BUDGET REVISIONS THROUGH 06/28/24:		CLEAN CA TRANSIT PROGRAM	\$ 508,000	\$ 37,747,253

FY24 REVISED CAPITAL BUDGET/PORTFOLIO AS OF JUNE 28, 2024: \$ 120,828,429

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DATE: June 28, 2024
TO: Board of Directors
FROM: Corey Aldridge, CEO/General Manager
SUBJECT: CONSIDERATION OF DESIGNATING THE SAFETY, SECURITY AND RISK MANAGEMENT DIRECTOR AS THE ALTERNATE REPRESENTATIVE TO THE CALIFORNIA TRANSIT INDEMNITY POOL (CALTIP) BOARD OF DIRECTORS

I. RECOMMENDED ACTION

Staff recommends that the Board of Directors adopt the attached resolution designating the Safety, Security and Risk Management Director as the alternate representative to the CalTIP Board of Directors

II. SUMMARY

- Santa Cruz Metropolitan Transit District's (METRO) casualty and liability insurance is provided through CalTIP, a self-insured pool of California transit operators.
- METRO is required to designate a representative and an alternate representative to the CalTIP Board of Directors (CalTIP Board).
- The CalTIP Board sets policy that affects many aspects of the District's risk management, operations and maintenance functions.
- Over the years, various executive officers have been designated by the METRO Board to sit on the CalTIP Board. Margo Ross, Chief Operations Officer, is currently the designated alternate representative.
- Staff is now requesting that the Board designate the Safety, Security and Risk Management Director as METRO's designated alternate representative on the CalTIP Board with the Chief Financial Officer continuing to serve as the designated primary representative.

III. DISCUSSION/BACKGROUND

METRO is a charter member of CalTIP, which was created in 1987 and was formed

as a joint powers authority to be a viable and highly successful alternative to the commercial insurance market. CalTIP currently consists of over 30 transit districts. The Finance Deputy Director served as METRO's CalTIP Director from 2009 to 2020. With the retirement of the Finance Deputy Director, Mr. Francis, then Safety, Security and Risk Management Director, was appointed as the Director. With the March 2021 retirement of Mr. Francis, Curtis Moses, the new Safety, Security and Risk Management Director was appointed as the CalTIP Director for METRO. In May 2022, Michael Tree, CEO/General Manager, was appointed to that role. With the departure of CEO Tree, Chuck Farmer, Chief Financial Officer, assumed the primary representative role on the CalTIP Board with Margo Ross, Chief Operations Officer, serving as the designated alternate representative. Staff is now requesting that Gregory Strecker, Safety, Security and Risk Management Director, be the designated alternate representative and the CFO continue his role as the designated primary representative.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This report pertains to METRO's Safety First Culture strategic priority.

V. FINANCIAL CONSIDERATIONS/IMPACT

There are no additional financial impacts, as CalTIP reimburses METRO for all CalTIP related travel expenses.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

The Board could keep the current METRO assignments. However, this is not recommended because Gregory Strecker has prior experience in this field.

VIII. ATTACHMENTS

Attachment A: Resolution Appointing Safety, Security and Risk Management Director as the Alternate Representative to the California Transit Indemnity Pool (CalTIP)

Prepared by: Donna Bauer, Executive Assistant

IX. APPROVALS

Corey Aldridge, CEO/General Manager

A handwritten signature in black ink, appearing to read "Corey Aldridge", is written over a horizontal line. The signature is stylized and cursive.

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Attachment A



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

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

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT APPOINTING AN ALTERNATE REPRESENTATIVE TO THE CALIFORNIA TRANSIT INDEMNITY POOL (CAL TIP)

WHEREAS, the Board of Directors of the Santa Cruz Metropolitan Transit District, at its April 17, 1987 meeting, did hereby authorize participation by the District in the California Transit Indemnity (Insurance) Pool (CalTIP) beginning July 1, 1987; and

WHEREAS, it is necessary for the Board of Directors to approve appointment of an Alternate Representative to the California Transit Indemnity Pool; and

NOW, THEREFORE, BE IT RESOLVED, that the Safety, Security, and Risk Management Director is hereby appointed as the Alternate Representative to the California Transit Indemnity Pool to serve at the pleasure of the Board of Directors of the Santa Cruz Metropolitan Transit District and the CFO will continue to serve as the Primary Representative.

PASSED AND ADOPTED this 28th day of June 2024 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

Attachment A

Resolution No. _____
Page 2

ABSENT: Directors -

Approved:
Kristen Brown, Board Chair

Attest:
Corey Aldridge, CEO/General Manager

Approved as to form:
Julie A. Sherman, General Counsel



DATE: June 28,2024
TO: Board of Directors
FROM: Margo Ross, Chief Operations Officer
SUBJECT: CONSIDERATION OF AUTHORIZING FUNDING FOR TWO (2) ADDITIONAL VEHICLE SERVICE WORKERS IN THE MAINTENANCE DEPARTMENT

I. RECOMMENDED ACTION

That the Board of Directors authorize additional funding for two (2) Vehicle Service Workers in the Maintenance Department

II. SUMMARY

- To address the needs of Santa Cruz Metropolitan Transit District (METRO), staff is requesting the funding for two (2) additional Vehicle Service Workers due to the increase in vehicle miles in relation to Reimagine METRO Phase 1 and 2.
- Due to the increase of Bus Operators and METRO's Reimagine phasing of service, staff is asking for two (2) additional Vehicle Service Workers to assist with maintaining and cleaning METRO's vehicles.
- Staff is recommending the Board of Directors (Board) approve an increase in the number of Vehicle Service Workers from seven (7) to nine (9).

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. To manage the 20% increase in vehicle mileage, additional Vehicle Service Workers will need to be hired.

Currently METRO has seven (7) Vehicle Service Workers approved in the Budget. METRO has already started to increase the hiring of Bus Operators and the goal is to have two hundred twenty-five (225) Bus Operators on staff by Fall 2024. This would add an additional 70,000 miles per month to the current vehicle mileage.

Additionally, this aligns with the approved hiring of additional Bus Operators from the December 2023 Board meeting.

METRO has identified the need to increase the current budget by two (2) Vehicle Service Workers to supplement METRO's maintenance 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 \$88,163 per Vehicle Service Worker in FY25. The annual cost for two (2) Vehicle Service Workers with no overtime would be \$176,326.

VI. ALTERNATIVES CONSIDERED

- Doing nothing is an alternative. Staff does not recommend this option. These additional positions meet the needs of METRO.

VII. ATTACHMENTS

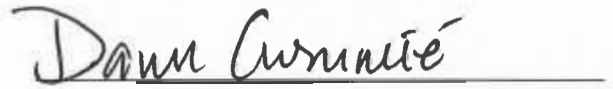
Attachment A: Vehicle Service Worker Job Description

Attachment B: Vehicle Service Wage Scale

Prepared by: Margo Ross, Chief Operations Officer and
Dawn Crummié, HR Director

VIII. APPROVALS

Dawn Crummié, HR Director



Approved as to fiscal impact:
Chuck Farmer, CFO



Corey Aldridge, CEO/General Manager



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Attachment A



HUMAN RESOURCES DEPARTMENT Santa Cruz METRO

Class Code: 3A1102
FLSA Status: Non-exempt

Vehicle Service Worker I Bargaining Unit: SEA

DEFINITION:

Under general supervision, a Vehicle Services Worker I performs a limited range of unskilled vehicle service and shop maintenance duties while learning to perform the full scope of journey-level work; cleans and maintains departmental equipment; maintains a variety of service records, and performs related work as required.

DISTINGUISHING CHARACTERISTICS:

Vehicle Service Worker I is the Entry/First working level class in the series. An incumbent in this class performs the routine vehicle service and shop maintenance tasks to maintain Santa Cruz METRO vehicles and equipment. This class may be distinguished from the higher level class of Vehicle Service Worker II because an incumbent in the latter class performs the full scope of journey-level work.

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.

- Cleans and maintains departmental equipment.
- Vacuums, sweeps and/or mops interior of buses and other Santa Cruz METRO vehicles.
- Empties trash receptacles on buses.
- Washes Santa Cruz METRO vehicles.
- Operates automated bus washing equipment.
- Cleans windows in Santa Cruz METRO vehicles.
- Checks fuel, lubrication, coolant, and hydraulic system fluid levels and replenishes as necessary.
- Checks tire wear and inflation.
- Maintains proper service records, including all fuel, oil and hydraulic fluid used on equipment.
- Completes reports on all service work performed.
- Performs general housekeeping duties in garage and equipment yard.
- Posts and removes internal advertising and notice materials from buses.
- Drives Santa Cruz METRO buses and vehicles between yards for servicing as directed.
- Performs related work as required

EMPLOYMENT STANDARDS:

Knowledge of:

- Automotive maintenance nomenclature.
- Safe work practices.
- Proper use of lubricants and fuels.
- Standard vehicle service procedures.
- Types and usage of cleaning products.
- Application and proper use of cleaning tools, equipment, and supplies.
- Methods of maintaining information in digital or hard copy files.

Attachment A



HUMAN RESOURCES DEPARTMENT Santa Cruz METRO

- Methods of prioritizing, planning and organizing work.
- Time management techniques.
- Customer service techniques.
- Basic mathematics including percentages and basic statistics.
- The effective use of modern office equipment, personal computers, and applicable standard business software.

Ability to:

- Read, interpret, and apply Santa Cruz METRO policies, procedures, and regulations.
- Understand and follow oral and written instructions.
- Use a variety of cleaning equipment, supplies, solvents, and other chemicals safely in the performance of work.
- Follow established safety practices.
- Operate vehicle servicing equipment.
- Maintain records and control systems with accuracy and attention to detail.
- Input data into a database.
- Adhere to established work schedules and timelines.
- Use good judgment and discretion when performing assignments.
- Effectively balance multiple assignments simultaneously.
- 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:

One (1) year of experience servicing automotive, agricultural and/or construction equipment.

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.

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.

Attachment A



HUMAN RESOURCES DEPARTMENT Santa Cruz METRO

Physical Demands

While performing the duties of this job, the employee is regularly required to sit, walk and stand; reach, twist, turn, kneel, bend, squat and stoop; talk and hear; use hands to grasp, 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 overhead reaching and lifting up to 50 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 works in a shop or outdoor environment where the noise level is usually noisy. The employee may be exposed to inclement weather, fumes, dust, grease, air contaminants, and hazardous materials and chemicals during the course of work.

OTHER CONDITIONS OF EMPLOYMENT:

- Must pass a requisite background check.
- May be required to work a flexible schedule, including nights and/or weekends.
- 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.
- This position requires the use of personal protective equipment (PPE) based on the tasks assigned; safety shoes are required at all times.

*Adopted:	12-11-18
*BOD Approved:	08-23-19
*Revised:	00-00-00
*Job Family:	Maintenance
*Job Series:	Vehicle Service
*Job Series Level:	Entry/First working
*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	40.73	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	45.61	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	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	45.61	43.44	45.61	47.78
SEP	39.23	41.19	43.15	41.19	43.25	45.31	43.25	45.41	47.57	45.41	47.68	49.95	47.68	50.06	52.44	50.06	52.56	55.06
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	47.13	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	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	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	35.64	34.02	35.72	37.42	35.72	37.51	39.30
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	24.86	26.04	27.24	26.04	27.34	28.52	27.34	28.41	29.64	28.41	29.48	30.76	29.48	30.78	32.15	30.78	32.16	33.64
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	37.92	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	34.39	36.19	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	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	34.22	35.93	37.64
SEP	31.60	33.18	34.76	33.18	34.84	36.58	34.84	36.58	38.32	36.58	38.41	40.24	38.41	40.25	42.03	40.25	42.35	44.37
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	53.84	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	47.13	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	34.90	36.56	34.90	36.65	38.40	36.65	38.48	40.31	38.48	40.40	42.32	40.40	42.42	44.44	42.42	44.54	46.66
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	28.74	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	40.25	42.03	40.25	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	37.03	38.85	37.03	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
SEV	Vehicle Service Worker II	25.00	26.20	27.40	26.20	27.46	28.72	27.46	28.73	30.09	28.73	30.10	31.46	30.10	31.48	32.94	31.48	32.96	34.52

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	46.05	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	28.25	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	40.25	38.59	40.25	42.02	40.25	42.06	43.94	42.06	44.37	46.48	44.37	46.59	48.92
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	37.77	39.41	41.05	39.41	41.13	42.83	41.13	42.94	44.75	42.94	44.84	46.74	44.84	46.83	48.82	46.83	48.92	51.46
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

9.16B.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	28.21	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	34.88	36.51	34.88	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.

Santa Cruz County
Regional Transportation Commission



DATE: June 28, 2024

TO: Board of Directors, Santa Cruz Metropolitan Transit District

FROM: Riley Gerbrandt, P.E., Associate Civil Engineer, Santa Cruz County Regional Transportation Commission

SUBJECT: Update on the Zero Emission Passenger Rail and Trail Project, Milestone 2: Initial Conceptual Alignment and Conceptual Rail Transit Vehicle Type Analysis

RECOMMENDATIONS

That the Board of Directors accept an update from Santa Cruz County Regional Transportation Commission (Commission) and provide input on the Zero Emission Passenger Rail and Trail Project's initial conceptual alignment and analysis of conceptual rail transit vehicle types.

SUMMARY

The Santa Cruz County Regional Transportation Commission's Zero Emission Passenger Rail and Trail Project has reached Community Engagement Milestone 2 in the development of the Project Concept Report. This Project milestone includes the initial conceptual rail and trail alignments and the analysis of conceptual rail transit vehicle types. Partner agency, stakeholder, and community input is sought during Milestone 2 community engagement period, which ends July 18, 2024. In-person open houses were held in Watsonville and Santa Cruz on June 24 and June 25, respectively. Input can be provided at the project virtual open house at www.zeprt.com or via email to zeprt@scrtc.org.

BACKGROUND

In 2012, the Santa Cruz County Regional Transportation Commission (Commission) acquired the Santa Cruz Branch Rail Line (Branch Line), which provides a unique opportunity for Santa Cruz County to have a dedicated transportation facility connecting the county's two largest cities, Watsonville and Santa Cruz, and the communities in between. It also provides a

connection to locations outside of Santa Cruz County and to other parts of the state. Subsequently, several planning studies evaluated public transportation investment options for Santa Cruz County. These culminated in a preferred scenario comprising high-capacity zero emission passenger rail with a multi-use bicycle and pedestrian trail (Coastal Rail Trail) along the Branch Line. Seventeen miles of Coastal Rail Trail projects have been constructed or are under development as separate projects.

In 2022, the Commission solicited proposals from qualified and experienced professional consultants to develop the project concept and subsequently the environmental documentation for the proposed passenger rail transit and Coastal Rail Trail project. The scope includes zero emission passenger rail along the Branch Line between Pajaro and Santa Cruz, and the remaining segments of the Coastal Rail Trail including between Rio del Mar and Pajaro (Segments 13 through 20) as well as the Capitola Trestle (Segment 11, Phase 2). In 2023, the Commission awarded a Professional Engineering Services Agreement to HDR Engineering, Inc. to complete the Project Concept Report for the Zero Emission Passenger Rail and Trail project (Project).

DISCUSSION

The Project has reached Community Engagement Milestone 2 in the development of the Project Concept Report. This project milestone includes presenting and seeking input on the initial conceptual Project alignment and on the analysis of conceptual rail transit vehicle types.

Draft Initial Conceptual Alignment Development

The initial conceptual alignment was made available for public viewing and comment starting June 6 at the Project online open house at <http://www.zeprrt.com/>. It provides a “first pass” alignment, from which over the coming months the Project team will undertake technical analyses and modelling in order to develop a refined conceptual alignment that will be presented during the Project’s Community Engagement Milestone 3.

The intent of the “first pass” alignment is to fit, to the extent feasible, the rail and trail facilities within the existing right-of-way and to incorporate minor adjustments to the alignment to optimize transit operations. Potential locations of passing sidings, stub-ended terminal station tracks, and stations are shown in this initial conceptual alignment. Project typical design cross sections previously adopted by the Commission were utilized to develop the initial conceptual alignment.

The Project team is seeking community input on the initial conceptual alignment.

Over the next several months, the Project team will iteratively refine the initial conceptual alignment through technical analyses, ridership and operations modeling, environmental screening and geometric design in order to develop the refined conceptual alignment. This process will review community input received during the Milestone 2 community engagement and will also include a conceptual evaluation of potential modifications to the conceptual alignment that would reduce rail transit total travel times¹ and increase resiliency along the Branch Line. Moreover, the Project team will evaluate a number of potential conceptual solutions to address constraints that were identified during development of the initial conceptual alignment and which could inhibit constructability and/or impede operations.

Draft Analysis of Conceptual Rail Transit Vehicle Types

Community Engagement Milestone 2 also includes an evaluation of potential rail transit vehicle types being considered for the Project. The rail transit vehicle types being evaluated include locomotive hauled trains, multiple unit trains, and light rail vehicles. The rail transit vehicle type selected will influence the design of other Project elements including platforms, bridges, signaling, power supply, and freight interface. The type of vehicle may also influence how competitive the Project will be for future state and federal grants. A list of vehicle type pros and cons is presented in Figure 1.

Through the Milestone 2 community input opportunities, the Project team will solicit input on which potential rail transit vehicle types would be most beneficial and what factors or considerations should be prioritized in the selection of the vehicle type.

Community Engagement – Milestone 2

Community engagement providing project information and soliciting input for Project Milestone 2 is ongoing in June and July and includes Project public open houses as well as presentations to Commission committees, partner agencies, and stakeholders. The Project's initial conceptual alignment and the analysis of conceptual rail transit vehicle types are both available for public review at the Project in-person and virtual open houses. The Project's virtual, web-based open house kicked off on June 6 at www.zeptr.com and will be live through the duration of this public engagement milestone. Two in-person open houses were held in Watsonville and Santa Cruz on June 24 and June 25, respectively.

¹ The duration of time a passenger would take to travel from one end of the service to the other end.

The Project Open House Flyer ([Attachment A](#)) and the Project Fact Sheet ([Attachment B](#)) provide more information on the Project and on current engagement opportunities.



Figure 1 - Comparison of Rail Vehicle Types

NEXT STEPS

Community input received at partner agency meetings, at the virtual and in-person open houses, and via email at zeprt@scrtc.org will aid in the development of the project concept. Commission staff will present and summarize the input received during Community Engagement Milestone 2 at a future Commission meeting.

Using feedback received during Milestone 2, the Project team will continue to develop the conceptual alignment and present a refined conceptual alignment and details on proposed station, layover facility, and maintenance facility locations as Milestone 3 in the fall of 2024. As shown in Figure 2, the draft Project Concept Report, as Milestone 4, is expected to be completed with

preliminary cost estimates in early 2025, with the final Project Concept Report being completed in spring 2025.

PROJECT CONCEPT REPORT

Milestones and Engagement Opportunities



Figure 2: Project Concept Report Milestones

ATTACHMENTS

Attachment A: Open House Flyer

Attachment B: Project Fact Sheet (English and Spanish)

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ZERO EMISSION PASSENGER RAIL AND TRAIL PROJECT



The project proposes new passenger rail service and stations on approximately 22 miles of the Santa Cruz Branch Rail Line and 12 miles of Coastal Rail Trail: Segments 13–20 as well as the Capitola Trestle reach (Segment 11, Phase 2).



In February, we heard from you about the project's Purpose and Need. RTC is sharing a project update and wants your feedback on proposed rail vehicles and the initial conceptual alignment. HERE IS HOW TO PARTICIPATE:

VIRTUAL OPEN HOUSE

June 6–July 18
zeprt.com



IN PERSON OPEN HOUSE

**Monday,
June 24**

6:00–7:30pm

Civic Plaza
Community Room
275 Main Street
Watsonville

**Tuesday,
June 25**

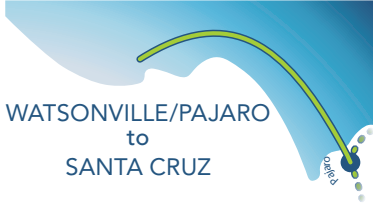
6:00–7:30pm

Live Oak Grange
1900 17th Avenue
Santa Cruz



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**ZERO EMISSION
PASSENGER RAIL AND TRAIL**



FACT SHEET
JUNE 2024

ZERO EMISSION PASSENGER RAIL AND TRAIL PROJECT

The Zero Emission Passenger Rail and Trail Project proposes a new high-capacity passenger rail service and stations on approximately 22 miles of the Santa Cruz Branch Rail Line (SCBRL) from the city of Santa Cruz in the north to Pajaro, just south of Watsonville. The project also proposes 12 miles of Coastal Rail Trail: Segments 13-20 from Rio del Mar Boulevard through the community of La Selva Beach and the city of Watsonville, as well as the Capitola Trestle reach (Segment 11, Phase 2).

The project aims to take advantage of the publicly owned rail right-of-way to provide passenger rail service to connect the most populated areas of Santa

Cruz County to each other and to the greater region as well as to provide integrated intercity travel options for riders on the Central Coast. Passengers will be able to bypass Highway 1 and local arterials that are highly congested, providing high-quality connections to key destinations within the county.

The project builds on studies previously completed by the Santa Cruz County Regional Transportation Commission (RTC), including the Rail Transit Feasibility Study in 2015 and the Transit Corridor Alternatives Analysis & Rail Network Integration Study in 2021, which identified a locally preferred alternative for Electric Passenger Rail.



In addition to the 22 miles of passenger rail service, the new rail trail segments would nearly complete the 32-mile Coastal Rail Trail providing a dedicated multi-use bicycle/pedestrian travel facility that serves the proposed passenger rail stations by developing 12 more miles of the trail that are not constructed or currently under development.

Attachment B

PROJECT SCHEDULE

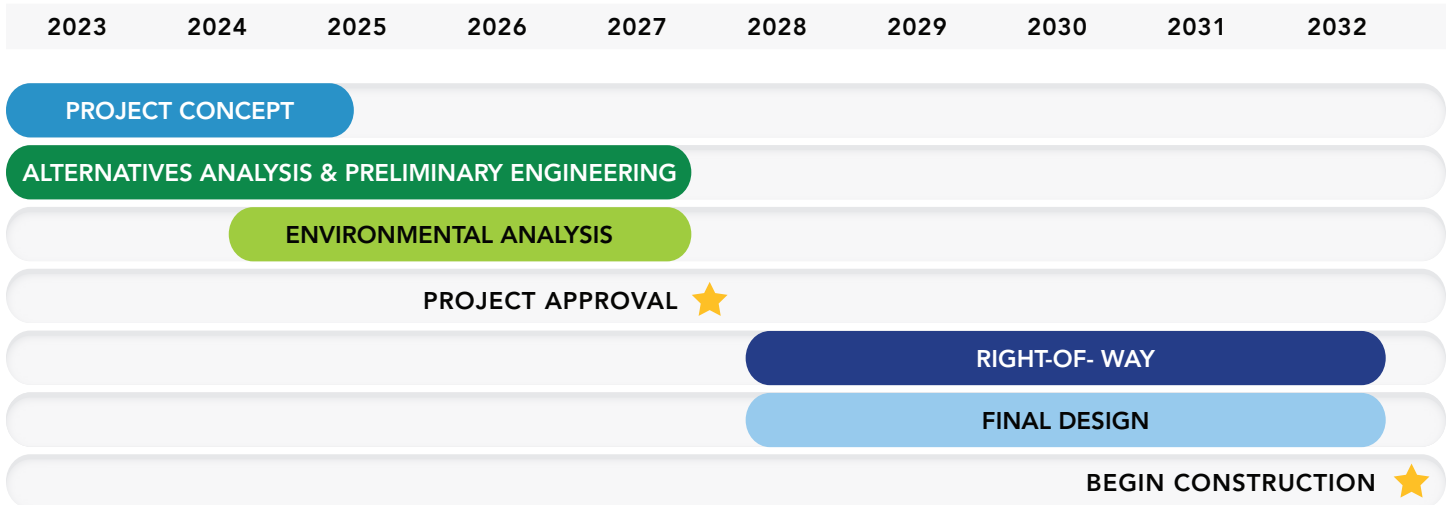
In October 2023, RTC began work on the Project Concept Report. This report is anticipated to be completed in spring 2025 and will define, evaluate, and develop a project build concept to be advanced into subsequent tasks. Key milestones for this phase of work are listed to the right.

Throughout these activities, meaningful, proactive, and focused public and stakeholder outreach will occur, including several virtual and in-person public workshops and open house meetings.

Following completion of the Project Concept Report, the project will move into Preliminary Engineering and Environmental Documentation, and then through Right-of-Way and Final Design.

Project Concept Report – Milestones and Engagement Opportunities

WINTER 2024	<ul style="list-style-type: none"> • PRELIMINARY PURPOSE AND NEED STATEMENT • PROJECT LOOK AHEAD
SUMMER 2024	<ul style="list-style-type: none"> • CONCEPTUAL ALIGNMENTS • ZERO EMISSION VEHICLE TYPES
WE ARE HERE ★	
FALL 2024	<ul style="list-style-type: none"> • REFINED CONCEPTUAL ALIGNMENT • STATION/LAYOVER FACILITY AND MAINTENANCE LOCATIONS
WINTER 2025	<ul style="list-style-type: none"> • DRAFT PROJECT CONCEPT REPORT • PRELIMINARY COST ESTIMATES • NEXT STEPS FOR PROJECT DEVELOPMENT



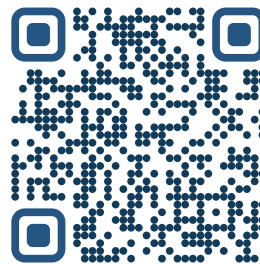
STAY CONNECTED

The RTC and its project partners are committed to meaningful public engagement throughout the project’s lifecycle. Community participation is vital to aid in minimizing impacts while meeting the needs of riders, bicyclists, and pedestrians. There are many voices in our community, and we want to hear yours.

 Visit the project webpage for updates and sign up for the contact list: sccrtc.org/zeprt

 Email us with comments or questions: zeprt@sccrtc.org

 Attend future public meetings and provide comments throughout concept development

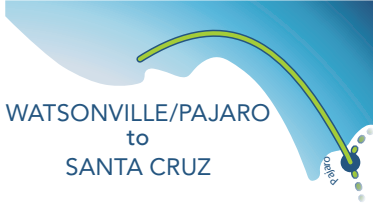


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9.17B.2

**ZERO EMISSION
PASSENGER RAIL AND TRAIL**



**HOJA INFORMATIVA
JUNIO DE 2024**

PROYECTO DE FERROCARRIL Y SENDEROS PARA PASAJEROS DE CERO EMISIONES

El proyecto de ferrocarril y senderos para pasajeros de cero emisiones propone un nuevo servicio ferroviario de alta capacidad para pasajeros y estaciones en aproximadamente 22 millas del Ramal Ferroviario de Santa Cruz (SCBRL) desde la ciudad de Santa Cruz en el norte de Pájaro, hasta el sur de Watsonville. El proyecto también propone 12 millas de sendero ferroviario costero: Los tramos 13-20 desde Rio del Mar Boulevard a través de la comunidad de La Selva Beach y la ciudad de Watsonville, así como el tramo de Capitola Trestle (segmento 11, fase 2).

El objetivo del proyecto es aprovechar el derecho público de paso ferroviario para dar servicio de ferrocarril a pasajeros y conectar las áreas más pobladas

del condado de Santa Cruz entre ellas y con el resto de la región, así como ofrecer opciones de viaje entre ciudades para pasajeros de la Costa Central. Los pasajeros podrán evitar la autopista 1 y las vías locales que están muy congestionadas, ofreciendo conexiones de alta calidad a destinos clave en el condado.

El proyecto se basa en estudios anteriormente realizados por Santa Cruz County Regional Transportation Commission (RTC), incluyendo el Estudio de viabilidad de tránsito ferroviario en 2015 y el Análisis de alternativas de corredores de tránsito y Estudio de integración de la red ferroviaria en 2021, que identificaron una alternativa preferida para el Ferrocarril eléctrico de pasajeros.



Además de las 22 millas de servicio ferroviario para pasajeros, los nuevos tramos del sendero ferroviario casi completarían el sendero ferroviario costero de 32 millas, ofreciendo una instalación de viaje multiuso para bicicletas/peatones que sirve a las estaciones de ferrocarril de pasajeros propuestas mediante el desarrollo de 12 millas más del sendero que no están construidas o que están en desarrollo.

CRONOGRAMA DEL PROYECTO

En octubre de 2023, RTC comenzó a trabajar en el Reporte conceptual del proyecto. Se espera que este reporte esté terminado en la primavera de 2025 y en él se analice, evalúe y desarrolle un concepto de construcción del proyecto que se desarrollará en las tareas posteriores. Los principales logros para esta fase del trabajo están listados a la derecha.

Durante estas actividades, se organizará un programa de divulgación significativo, proactivo y centrado en el público y las partes interesadas, incluyendo varios talleres públicos virtuales y presenciales, y reuniones a puerta abierta.

Después de terminar el Reporte conceptual del proyecto, el proyecto pasará a la fase de ingeniería preliminar y documentación medioambiental, y después a la fase de derecho de paso y diseño final.


Reporte Conceptual del Proyecto – Logros y Oportunidades de Participación

INVIERNO DE 2024	<ul style="list-style-type: none"> • DECLARACIÓN PRELIMINAR DE PROPÓSITOS Y NECESIDADES • MIRADA AL FUTURO DEL PROYECTO
VERANO DE 2024	<ul style="list-style-type: none"> • ALINEACIONES CONCEPTUALES • TIPOS DE VEHÍCULOS DE CERO EMISIONES
ESTAMOS AQUÍ ★	
OTOÑO DE 2024	<ul style="list-style-type: none"> • ALINEACIONES CONCEPTUALES REFINADAS • INSTALACIONES DE LA ESTACIÓN/PUNTOS DE ESPERA Y LUGARES DE MANTENIMIENTO
INVIERNO DE 2025	<ul style="list-style-type: none"> • REPORTE CONCEPTUAL DEL BORRADOR DEL PROYECTO • SIGUIENTES PASOS PARA EL DESARROLLO DEL PROYECTO • ESTIMACIONES PRELIMINARES DE LOS COSTOS



MANTENERSE CONECTADO

El RTC y sus socios en el proyecto se comprometen a tener una participación pública significativa durante el ciclo de vida del proyecto. La participación comunitaria es importante para ayudar a minimizar los impactos mientras se cumplen las necesidades de los conductores, ciclistas y peatones. Hay muchas voces en nuestra comunidad y queremos escuchar la suya.

 Visite la página web del proyecto para obtener actualizaciones y registrarse en la lista de contactos: sccrtc.org/zeprt

 Envíenos sus comentarios o preguntas por correo electrónico: zeprt@sccrtc.org

 **Asista a reuniones públicas futuras y aporte comentarios** durante el desarrollo del concepto.

ESCANEE AQUÍ





DATE: June 28, 2024
TO: Board of Directors
FROM: Gregory Strecker, Safety, Security and Risk Management Director
SUBJECT: **CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A 6TH AMENDMENT EXTENDING THE CONTRACT WITH ALLIED UNIVERSAL D/B/A FIRST ALARM SECURITY & PATROL, INC. FOR SECURITY GUARD SERVICES, INCREASING THE CONTRACT TOTAL BY \$1,200,000**

I. RECOMMENDED ACTION

That the Board of Directors authorize the CEO/General Manager to:

- 1) Execute a 6th amendment extending the contract with Allied Universal d/b/a First Alarm Security & Patrol, Inc. for Security Guard Services, increasing the contract total by \$1,200,000 for the additional 1-year period, thereby increasing the total contract authority from \$2,591,720.47 to \$3,791,720.47; and**
- 2) Execute future amendments with Allied Universal d/b/a First Alarm Security & Patrol, Inc. for the remaining options to extend, increasing the contract total for each option year as required, not to exceed (NTE) a total contract value of \$6,500,000 for the full seven years.**

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) has a contract with Allied universal d/b/a First Alarm Security & Patrol, Inc. (Allied) for Security Guard Services that is due to expire on June 30, 2024 but may be renewed.
- Allied has requested equitable rate increases for the Security Professional and Assistant Supervisor positions.
- METRO and Allied negotiated rate increases for the above-mentioned positions, and a rate decrease for the Account Manager position.
- The annual cost has increased significantly from last year due to an increase in the amount of Security Professionals from 8 to 14.
- Allied has performed its duties very well under the contract, and therefore staff recommend that the Board of Directors (Board) authorize a one-year contract extension with the negotiated new rates.

III. DISCUSSION/BACKGROUND

METRO utilizes contracted security services at various METRO facilities. Such services are crucial to ensure the safety of the public and METRO employees and to protect METRO property. METRO has a contract with Allied for these services that was established on June 1, 2020 for a 3-year period, with options to extend for up to four additional years. This contract is due to expire on June 30, 2024.

Per Gregory Strecker, Safety, Security and Risk Management Director, over the past year the quality of service provided by Allied has been as expected. However, the entry level pay for a guard was expected to be flat to fast food workers and therefore the ability to find good guards decreased. It was the decision of Finance to renegotiate the extension by raising the entry level pay rate of the guards but pushing down the profit margin Allied would receive. Overall, the majority of the increases were borne by Allied with METRO receiving a slight increase.

Due to the closure of Pacific Station and relocation to the area around Trader Joe's, it was necessary to increase the number of guards due to the geography and bus parking locations. Also, METRO is looking to go to Zero Fares which contributed to the decision to increase the number of guards to 14.

Staff recommends that the Board authorize the CEO to execute a 6th amendment to the contract with Allied to exercise the second option for a one-year contract extension and to increase the total not-to-exceed authority by \$1,200,000 to fully fund the coming year. The new contract total not to exceed would be \$3,791,720.47. Gregory Strecker, Safety, Security and Risk Management Director, will continue to serve as the Contract Administrator and will ensure contract compliance.

Staff is also requesting additional CEO authority to execute future amendments with Allied for the last two option years, increasing the not-to-exceed value as necessary, for a total anticipated contract value not to exceed \$6,500,000 for the full seven-year term.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This contract aligns to the following Strategic Priorities:

1. Safety First Culture
2. Service Quality and Delivery
3. Strategic Alliances and Community Outreach

V. FINANCIAL CONSIDERATIONS/IMPACT

This contract has a total not to exceed of \$2,591,720.47. Additional funds in an amount of \$1,200,000 are requested for approval at this time. The new contract total not to exceed would be \$3,791,720.47. In the event that all options are exercised, the total contract value would be \$6,500,000 for the full seven years.

Funds to support this contract are included in the Safety, Security & Risk FY24 Security Services (503171) Operating Budget

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

Do not renew this contract. Staff does not recommend this option, as METRO does not have in-house staff trained or certified to perform these Security services.

VIII. ATTACHMENTS

Attachment A: 6th Amendment to the Contract with Allied

Prepared by: Tanya Gilliam, Purchasing Agent
Chuck Farmer, CFO

IX. APPROVALS

Gregory Strecker,
Safety, Security & Risk Mgmt. Director



Approved as to fiscal impact:
Chuck Farmer, CFO



Corey Aldridge, CEO/General Manager



Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT SIXTH AMENDMENT TO CONTRACT NO. 20-09 FOR SECURITY GUARD SERVICES

This Sixth Amendment to Contract No. 20-09 for Security Guard Services is made effective June 30, 2024 between the Santa Cruz Metropolitan Transit District (“Santa Cruz METRO”), a political subdivision of the State of California, and Allied Universal d/b/a First Alarm Security & Patrol, Inc. (“Contractor”).

I. RECITALS

- 1.1 Santa Cruz METRO and Contractor entered into a Contract for Security Guard Services (“Contract”) on June 1, 2020.
- 1.2 The Contract is due to expire on June 30, 2024.
- 1.3 The Contract allows for amendment upon mutual written consent and provides Santa Cruz METRO the option to extend the term of the Contract for three (3) additional one (1) year terms.
- 1.4 Santa Cruz METRO and Contractor desire to amend the Contract to extend the Contract term and to increase the Contract total not-to-exceed amount.

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

II. TERM

Articles 4.1 and 4.2 is replaced in its entirety by the following:

The term of this Contract shall be from June 1, 2020 through June 30, 2025. At the option of Santa Cruz METRO, this Contract may be renewed for up to two (2) additional one-year terms. Option terms may be exercised by Santa Cruz METRO in single or multiple-year periods.

III. COMPENSATION

Article 5.1 is amended to add the following language:

As of June 30, 2024 Santa Cruz METRO shall compensate Contractor at the rates agreed upon and set forth in Contractor’s proposal dated May 21, 2024, Attachment A to this Sixth Amendment.

Under the terms of the Sixth Amendment, the Contract total not-to-exceed amount is increased by \$1,200,000. The new Contract total not-to-exceed amount is \$3,791,720.47. Contractor understands and agrees that if it exceeds the maximum amount payable under this Contract, it does so at its own risk.

Attachment A

IV. REMAINING TERMS AND CONDITIONS

All other provisions of the Contract, as previously amended, that are not affected by this Sixth Amendment shall remain unchanged and in full force and effect.

V. AUTHORITY

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

Signed on _____

Santa Cruz METRO –
SANTA CRUZ METROPOLITAN
TRANSIT DISTRICT

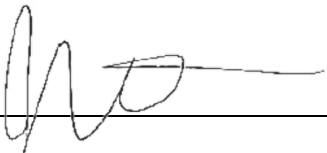
Corey Aldridge, CEO/General Manager _____

Contractor –
ALLIED UNIVERSAL d/b/a FIRST ALARM
SECURITY & PATROL, INC.

Matthew Luther, General Manager _____

Approved as to Form:

Julie Sherman, General Counsel





PAY RATE / BILLING RATE SCHEDULE

**Santa Cruz metropolitan Transit District
Various Locations
FY 2025
05/21/2024**

1. **REQUIREMENT:**

Provide unarmed, uniformed professional security officers to enhance the security of the facilities by being highly visible, deter vandalism, and perform additional duties as may be described in the post orders.

2. **BILLING RATES:**

CATEGORY	CURRENT BILL RATE	PROPOSED BILL RATE	Proposed Pay Rate
Security Professional –2025	\$30.72	\$30.90	\$22.00
Assistant Supervisor	\$32.45	\$33.37	\$23.50
Account Manager	\$46.72	\$43.20	\$34.00

3.

HOLIDAYS: Allied Universal Security recognizes the following holidays. Security officers working on these days will be paid time and one/half. Client will be billed the overtime / holiday rate.

- New Year's Day
- Independence Day
- Christmas Day
- Memorial Day
- Labor Day
- Presidents Day
- Thanksgiving Day

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DATE: June 28, 2024
TO: Board of Directors
FROM: Julie A. Sherman, General Counsel
**SUBJECT: CONSIDERATION OF ADOPTION OF SANTA CRUZ METRO'S
AMENDED CONFLICT OF INTEREST CODE AND APPROVAL OF THE
RESOLUTION CONFIRMING THIS ACTION**

I. RECOMMENDED ACTION

Adopt METRO's amended Conflict of Interest Code for Designated Officials, Employees and Consultants and Approve the Resolution Adopting the Amended Code

II. SUMMARY

- All local agencies and special districts are required by Government Code §87300 to adopt a Conflict of Interest Code (Code).
- Government Code §87306.5 requires every local agency to review its Conflict of Interest Code in each even-numbered year and to amend the Code, if necessitated by changed circumstances.
- The Code also needs to be updated to reflect current job titles.
- Santa Cruz Metropolitan Transit District (METRO) General Counsel and CEO/General Manager have reviewed the Code and are requesting that the Board of Directors (Board) adopt the amended Code and approve the attached Resolution.

III. DISCUSSION/BACKGROUND

The Political Reform Act (PRA) regulates conflicts of interests of public officials through disclosure of financial interests and prohibitions on participation in the making of decisions in which the official knows, or has reason to know, he/she has a financial interest. The California Fair Political Practices Commission (FPPC) has also adopted regulations implementing the PRA, see Title 2 of the California Code of Regulations Section 18104 et seq.

In accordance with the PRA, all government agencies must adopt a Conflict of Interest Code, which must be reviewed each even-numbered year and amended when circumstances change, such as when new positions are created or existing positions change.

The Code has also been amended to reflect current job titles.

These changes are reflected in METRO's amended Conflict of Interest Code (Exhibit A).

General Counsel and the CEO/General Manager recommend that the Board adopt the amended Code and approve the Resolution Adopting the Amended Conflict of Interest Code (Attachment A).

IV. FINANCIAL CONSIDERATIONS/IMPACT

There is no financial consideration for this action.

V. ALTERNATIVES CONSIDERED

Periodic updates to METRO's Conflict of Interest Code are legally required, therefore there are no alternatives.

VI. ATTACHMENTS

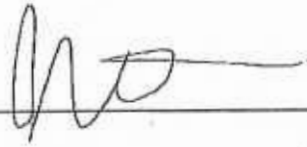
Attachment A: Resolution Adopting the Amended Conflict of Interest Code

Exhibit A: METRO's Amended Conflict of Interest Code (final and redlined versions)

Prepared by: Julie A. Sherman, General Counsel

VII. APPROVALS

Julie A. Sherman, General Counsel



Corey Aldridge, 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:

ADOPTING AN AMENDED CONFLICT OF INTEREST CODE PURSUANT TO THE POLITICAL REFORM ACT

WHEREAS, California Government Code Section 87306.5 requires that the Santa Cruz Metropolitan Transit District (METRO) review its Conflict of Interest Code every other year, and revise it if necessary;

WHEREAS, General Counsel and the CEO/General Manager have reviewed the current Conflict of Interest Code and have determined that the Code should be updated to reflect current job titles; and

WHEREAS, General Counsel and the CEO/General Manager recommend adopting the attached Conflict of Interest Code.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Santa Cruz Metropolitan Transit District hereby determines and orders as follows:

1. The revised Conflict of Interest Code attached and labeled "Exhibit A" is hereby adopted.
2. METRO staff is directed to transmit a copy of the revised Code to the Board of Supervisors of Santa Cruz County.

PASSED AND ADOPTED this 28th Day of June 2024 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

Attachment A

Resolution No.
Page 2

ABSENT: Directors -

Approved:
Kristen Brown, Chair

Attest:
Corey Aldridge, CEO/General Manager

Approved as to form:
Julie A. Sherman, General Counsel

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

ADMINISTRATIVE CODE

TITLE IX – CONFLICT OF INTEREST

CHAPTER 1

**CONFLICT OF INTEREST CODE FOR DESIGNATED OFFICIALS, EMPLOYEES,
MEMBERS AND CONSULTANTS**

(This chapter replaces AR-1025 pursuant to Resolution No. 15-03-01)

Amended on June 22, 2018 pursuant to Resolution No. 18-06-09

Amended on June 26, 2020 pursuant to Resolution No. 20-06-06

Amended on June 24, 2022 pursuant to Resolution No. 22-06-04

Amended on June 28, 2024 pursuant to Resolution No 24-06-_____

Table of Contents

Article I Policy

Appendix A Designated Positions and Assigned Disclosure Category

Appendix B Disclosure Categories

**Article I
Policy**

§9.1.101 The Political Reform Act of 1974, Government Code Sections 81000, et seq., requires State and local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted a regulation, 2 California Code of Regulations Section 18730, which contains the terms of a standard Conflict of Interest Code which can be incorporated by reference, and which may be amended by the Fair Political Practices Commission to conform to amendments by the Fair Political Practices Commission in the Political Reform Act after public notice and hearings. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission, along with the attached Appendices, designating positions and establishing disclosure categories, shall constitute the Conflict of Interest Code of the Santa Cruz Metropolitan Transit District (Santa Cruz METRO).

Individuals holding designated positions shall either electronically file their statements of economic interests with the County of Santa Cruz or file their statements of economic interests with Santa Cruz METRO, which will make the statements available for public inspection and reproduction. (Gov. Code Sec. 81008.) Santa Cruz METRO will retain a copy of each statement and forward original statements, which have not been electronically filed, to the Santa Cruz County Board of Supervisors, which shall be the filing officer.

Designated Positions and Assigned Disclosure Category

Position	Assigned Disclosure Category
Chief Operations Officer (COO)	Category 1
District General Counsel	Category 1
Revenue Account Program Manager	Category 1
Maintenance Manager	Category 1
Finance Deputy Director	Category 1
Special Projects Manager	Category 4a
Project Manager	Category 4a
Purchasing Manager	Category 4a
Purchasing Agent	Category 4a
Parts & Materials Manager	Category 4a
Human Resources Director	Category 4b
Human Resources Deputy Director	Category 4b
Information Technology and Intelligent Transportation Systems Director	Category 1
Full Stack Developer	Category 4b
Senior Full Stack Developer	Category 4b
Operations Deputy Director	Category 1
Assistant Operations Manager	Category 4b
Planning and Development Director	Category 4b
Marketing, & Communications Director	Category 4b
Customer Experience Manager	Category 4b

Position	Assigned Disclosure Category
Facilities Maintenance Manager	Category 4b
Senior Financial Analyst	Category 4b
Accountant II	Category 4b
Accountant III	Category 4b
Capital Planning & Grants Programs Manager	Category 4b
Safety, Security & Risk Management Director	Category 4b
Business Systems Programs Manager	Category 1
Consultants/New Positions	*

*Pursuant to Title 2, Division 6, California Code of Regulations, section 18734, Consultants/New Positions that make or participate in the making of decisions that may foreseeably have a material effect on any financial interest are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the Code, subject to the following limitation:

The CEO/General Manager may determine in writing that a particular consultant or a new position, is hired to perform a range of duties that are limited in scope and thus not required to comply with the disclosure requirements described in this section. Such determination shall include a statement of the consultant's or a new position's duties, and, based upon that description, a statement of the extent of disclosure requirements. The determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code. (Gov. Code Section 81008.) Nothing herein excuses any such consultant from any other provision of this Conflict of Interest Code.

The positions listed below are NOT covered by the Conflict of Interest Code because they must file a statement of economic interests pursuant to Government Code Section 87200 and, therefore, are listed for information purposes only:

Members of the Santa Cruz METRO Board of Directors

CEO/General Manager

Chief Finance Officer (CFO)

An individual holding one of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe their position has been categorized incorrectly. The Fair Political Practices Commission makes the determination whether a position is covered by Section 87200.

Disclosure Categories

Full Disclosure-Category 1:

All interests in real property located within the jurisdiction, as well as investments, business positions and sources of income, including gifts, loans and travel payments.

Full Disclosure (excluding interests in real property)-Category 2:

All investments, business positions in business entities, and sources of income, including gifts, loans and travel payments.

Interests in Real Property-Category 3

All interests in real property located in the jurisdiction.

General Contracting Categories-Category 4

- a) All investments, business positions and income, including gifts, loans and travel payments, from sources that provide leased facilities, goods, equipment, vehicles, machinery or services, including training or consulting services, of the type utilized by the Santa Cruz METRO.
- b) All investments, business positions and income, including gifts, loans and travel payments, from sources that provide leased facilities, goods, equipment, vehicles, machinery or services, including training or consulting services, of the type utilized by the employee's department or area of authority.

Grant/Service Providers/Agencies that Oversee Programs-Category 5

- a) A designated employee in this category must report all investments, business positions and income, including gifts, loans and travel payments, or income from a nonprofit organization, if the source is of the type to receive grants or other monies from or through the Santa Cruz METRO.
- b) All investments, business positions and income, including gifts, loans and travel payments, or income from a nonprofit organization, if the source is of the type to offer or provide consulting, rehabilitative or educational services concerning the prevention, treatment or rehabilitation of persons suffering from (alcohol related problems/drug abuse).

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

ADMINISTRATIVE CODE

TITLE IX – CONFLICT OF INTEREST

CHAPTER 1

**CONFLICT OF INTEREST CODE FOR DESIGNATED OFFICIALS, EMPLOYEES,
MEMBERS AND CONSULTANTS**

(This chapter replaces AR-1025 pursuant to Resolution No. 15-03-01)

Amended on June 22, 2018 pursuant to Resolution No. 18-06-09

Amended on June 26, 2020 pursuant to Resolution No. 20-06-06

Amended on June 24, 2022 pursuant to Resolution No. 22-06-04

Amended on June 28, 2024 pursuant to Resolution No 24-06-_____

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**Article I
Policy**

§9.1.101 The Political Reform Act of 1974, Government Code Sections 81000, et seq., requires State and local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted a regulation, 2 California Code of Regulations Section 18730, which contains the terms of a standard Conflict of Interest Code which can be incorporated by reference, and which may be amended by the Fair Political Practices Commission to conform to amendments by the Fair Political Practices Commission in the Political Reform Act after public notice and hearings. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission, along with the attached Appendices, designating positions and establishing disclosure categories, shall constitute the Conflict of Interest Code of the Santa Cruz Metropolitan Transit District (Santa Cruz METRO).

Individuals holding designated positions shall either electronically file their statements of economic interests with the County of Santa Cruz or file their statements of economic interests with Santa Cruz METRO, which will make the statements available for public inspection and reproduction. (Gov. Code Sec. 81008.) Santa Cruz METRO will retain a copy of each statement and forward original statements, which have not been electronically filed, to the Santa Cruz County Board of Supervisors, which shall be the filing officer.

Appendix A

Designated Positions and Assigned Disclosure Category

Position	Assigned Disclosure Category
Chief Operations Officer (COO)	Category 1
District General Counsel	Category 1
Revenue Account Program Manager	Category 1
Maintenance Manager	Category 1
Finance Deputy Director	Category 1
Special Projects Manager	Category 4a
Project Manager	Category 4a
Purchasing Manager	Category 4a
Purchasing Agent	Category 4a
Purchasing Assistant <u>Parts & Materials</u> Manager	Category 4a
Human Resources Director	Category 4b
Human Resources Deputy Director	Category 4b
Information Technology and Intelligent Transportation Systems Director	Category 1
Database Administrator <u>Full Stack Developer</u>	Category 4b
Senior Database Administrator <u>Full Stack Developer</u>	Category 4b
Operations Manager: Fixed Route <u>Deputy Director</u>	Category 4 b1
<u>Assistant</u> Operations Manager: Paratransit	Category 4b
Planning and Development Director	Category 4b

Appendix A

Position	Assigned Disclosure Category
Marketing, & Communications & Customer Service Director	Category 4b
Customer Service Experience Manager	Category 4b
Facilities Maintenance Manager	Category 4b
Senior Financial Analyst	Category 4b
Financial Analyst	Category 4b
Accountant II	Category 4b
Accountant III	Category 4b
Capital Planning & Grants Programs Manager	Category 4b
Safety, Security & Risk Management Director	Category 4b
Business Systems Programs Manager	Category 1
Consultants/New Positions	*

*Pursuant to Title 2, Division 6, California Code of Regulations, section 18734, Consultants/New Positions that make or participate in the making of decisions that may foreseeably have a material effect on any financial interest are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the Code, subject to the following limitation:

The CEO/General Manager may determine in writing that a particular consultant or a new position, is hired to perform a range of duties that are limited in scope and thus not required to comply with the disclosure requirements described in this section. Such determination shall include a statement of the consultant's or a new position's duties, and, based upon that description, a statement of the extent of disclosure requirements. The determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code. (Gov. Code Section 81008.) Nothing herein excuses any such consultant from any other provision of this Conflict of Interest Code.

Appendix A

The positions listed below are NOT covered by the Conflict of Interest Code because they must file a statement of economic interests pursuant to Government Code Section 87200 and, therefore, are listed for information purposes only:

Members of the Santa Cruz METRO Board of Directors

CEO/General Manager

Chief Finance Officer (CFO)

An individual holding one of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe their position has been categorized incorrectly. The Fair Political Practices Commission makes the determination whether a position is covered by Section 87200.

Appendix B

Disclosure Categories

Full Disclosure-Category 1:

All interests in real property located within the jurisdiction, as well as investments, business positions and sources of income, including gifts, loans and travel payments.

Full Disclosure (excluding interests in real property)-Category 2:

All investments, business positions in business entities, and sources of income, including gifts, loans and travel payments.

Interests in Real Property-Category 3

All interests in real property located in the jurisdiction.

General Contracting Categories-Category 4

- a) All investments, business positions and income, including gifts, loans and travel payments, from sources that provide leased facilities, goods, equipment, vehicles, machinery or services, including training or consulting services, of the type utilized by the Santa Cruz METRO.
- b) All investments, business positions and income, including gifts, loans and travel payments, from sources that provide leased facilities, goods, equipment, vehicles, machinery or services, including training or consulting services, of the type utilized by the employee's department or area of authority.

Grant/Service Providers/Agencies that Oversee Programs-Category 5

- a) A designated employee in this category must report all investments, business positions and income, including gifts, loans and travel payments, or income from a nonprofit organization, if the source is of the type to receive grants or other monies from or through the Santa Cruz METRO.
- b) All investments, business positions and income, including gifts, loans and travel payments, or income from a nonprofit organization, if the source is of the type to offer or provide consulting, rehabilitative or educational services concerning the prevention, treatment or rehabilitation of persons suffering from (alcohol related problems/drug abuse).



DATE: June 28, 2024
TO: Board of Directors
FROM: Freddy Rocha, Facilities Maintenance Manager
SUBJECT: CONSIDERATION OF AWARD OF CONTRACT TO LNI CUSTOM MANUFACTURING, INC. FOR PURCHASE AND DELIVERY OF BUS STOP SHELTERS NOT TO EXCEED \$472,601.40

I. RECOMMENDED ACTION

That the Board of Directors (1) award a contract to LNI Custom Manufacturing, Inc. for Purchase and Delivery of Bus Stop Shelters in an amount not to exceed \$472,601.40, with an option to order additional shelters, for a maximum amount not to exceed \$929,450; and (2) authorize the CEO/General Manager to execute the LNI Custom Manufacturing, Inc. contract and any amendments to order optional shelters

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) has a need for several new bus stop shelters.
- A competitive procurement was conducted to solicit bids from qualified firms. Only one (1) firm submitted a bid for METRO's review.
- Staff has reviewed the submitted bid and is recommending that the Board of Directors (Board) award a contract to LNI Custom Manufacturing, Inc. (LNI), for a maximum amount not to exceed \$929,450.

III. DISCUSSION/BACKGROUND

Santa Cruz METRO has been awarded \$508,000.00 from Clean California Local Grant Program Transit funds to install 30 bus shelters with benches and trash cans for the Santa Cruz METRO Bus Stop Improvement Program.

On December 15, 2023, the Board approved authorizing the CEO/General Manager to execute agreements with the California Department of Transportation for the Santa Cruz METRO Bus Stop Improvement Project.

Staff recommends the purchase of thirty (30) bus shelters to replace damaged shelters and improve current bus stops for the Santa Cruz METRO Bus Stop Improvement Project.

On April 8, 2024, METRO legally advertised and distributed notice of Invitation for Bids (IFB) No. 24-17 to 63 firms, including 32 Disadvantaged Business Enterprises (DBEs), posted notice on its e-procurement portal, and sent email notices to all GovDelivery subscribers. On May 9, 2024, one bid was received and opened from LNI.

Staff has reviewed and evaluated the bid received from LNI and has determined that LNI is a responsive, responsible bidder whose bid complies with the IFB in all aspects, with pricing that is fair and reasonable.

Staff recommends that the Board award a contract to LNI for Purchase and Delivery of Bus Stop Shelters and authorize the CEO/General Manager to execute the LNI contract. The total cost for the initial order of 30 shelters is \$472,601.40. METRO will reserve the right to order additional shelters under the contract, up to a total of 59 during the next five years, for a maximum amount payable of \$929,450. LNI will provide all equipment and materials meeting all METRO's specifications and requirements of the contract. Freddy Rocha, Facilities Maintenance Manager, will serve as the Contract Administrator and will ensure contract compliance.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

The award of this contract would align with the following Strategic Priorities:

1. Safety First Culture
2. Service Quality and Delivery
3. State of Good Repair
4. Strategic Alliances and Community Outreach

V. FINANCIAL CONSIDERATIONS/IMPACT

The cost for the initial order of 30 shelters is \$472,601.40. Funds to support the first thirty (30) bus stop shelters are available in the FY24-25 Capital Portfolio (Project 24-0010) by the Caltrans / Clean CA Transit Project in the amount of \$508,000.00. METRO will reserve the right to order additional shelters under the contract, up to a total of 59 during the next five years, for a maximum amount payable of \$929,450. Funds to support the optional purchases are available in the Operating and Capital Reserves.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

- If we do not move forward with the contract, we will lose the much-needed funding from Caltrans / Clean CA Transit Project for the Santa Cruz METRO Bus Stop Improvement Project.

VIII. ATTACHMENTS

Attachment A: Contract with LNI Custom Manufacturing, Inc.

Prepared by: Tanya Gilliam, Purchasing Agent

IX. APPROVALS

Freddy Rocha
Facilities Maintenance Manager



Approved as to fiscal impact:
Chuck Farmer, CFO



Corey Aldridge, CEO/General Manager



Attachment A

CONTRACT FOR PROCUREMENT OF PURCHASE AND DELIVERY OF BUS STOP SHELTERS (24-17)

THIS CONTRACT is made effective on June 28, 2024 between the SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (“Santa Cruz METRO”), a political subdivision of the State of California, and LNI CUSTOM MANUFACTURING, INC. (“Contractor”).

1. RECITALS

1.1 Santa Cruz METRO’s Primary Objective

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

1.2 Santa Cruz METRO’s Need for Purchase and Delivery of up to fifty-nine (59) Bus Stop Shelters over the course of five years.

Santa Cruz METRO requires the purchase of Purchase and Delivery of Bus Stop Shelters to be used for standard purposes. In order to obtain said Purchase and Delivery of Bus Stop Shelters, Santa Cruz METRO issued an Invitation for Bids, dated April 12, 2024, setting forth specifications for such Purchase and Delivery of Bus Stop Shelters. The Invitation for Bids is attached hereto and incorporated herein by reference as Exhibit A.

1.3 Contractor’s Bid Form

Contractor is a supplier of purchase and delivery of bus stop shelters desired by Santa Cruz METRO and whose principal place of business is 15542 Broadway Center St., Gardena, California 90248. Pursuant to the Invitation for Bids issued by Santa Cruz METRO, Contractor submitted a bid for provision of said purchase and delivery of bus stop shelters, which is attached hereto and incorporated herein by reference as Exhibit B.

1.4 Selection of Contractor and Intent of Contract

On June 28, 2024, Santa Cruz METRO selected Contractor as the lowest responsive, responsible Bidder to provide said purchase and delivery of bus stop shelters. The purpose of this Contract is to set forth the provisions of this procurement.

Santa Cruz METRO and Contractor agree as follows:

2. INCORPORATED DOCUMENTS AND APPLICABLE LAW

2.1 Documents Incorporated in This Contract

The documents listed below are attached to this Contract and by reference made a part hereof. This is an integrated Contract. This writing constitutes the final expression of the parties’ Contract, and it is a complete and exclusive statement of the provisions of that Contract, except for written amendments, if any, made after the date of this Contract in accordance with Section 12.15 of the General Conditions of the Contract.

Attachment A

a) Exhibit A

Santa Cruz Metropolitan Transit District’s “Invitation for Bids” dated April 12, 2024, and Addenda, if any.

b) Exhibit B (Bid Form)

Contractor’s Bid Form to Santa Cruz METRO for Purchase and Delivery of Bus Stop Shelters, as accepted by Santa Cruz METRO.

2.2 Conflicts

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

2.3 Recitals

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

3. TIME OF PERFORMANCE

3.1 General

Contractor shall perform work under this Contract at such times to enable it to meet the time schedules specified in the Specifications Section of the IFB, including, but not limited to, the delivery of twenty-three (23) bus stop shelters within six (6) months of Notice of Contract Award, as provided in Section 3.9.1.d of Part III of the IFB. Santa Cruz METRO may, in its sole discretion, elect to purchase up to thirty-six (36) additional bus shelters by giving notice to the Contractor pursuant to Section 6 of the contract. Additional bus shelters must be delivered within a six-month period of such notice. The Contractor shall not be responsible for delays caused by force majeure events described in Section 3 of the General Conditions of the Contract.

3.2 Term

The term of this Contract commences on the execution of the Contract and shall remain in force for five years.

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

4. SCOPE OF WORK

Contractor shall furnish Santa Cruz METRO all supervision, labor, equipment, supplies, material, freight, transportation, tools and other work and services as specified in and in full accordance with the Invitation for Bids (IFB) No. 24-17 dated April 12, 2024 for Purchase and Delivery of Bus Stop Shelters. Upon execution of this Contract, CONTRACTOR will provide METRO with 35 bus shelters. Thereafter, METRO reserves the right, in its sole discretion, to order additional shelters, up to a total of 59 shelters, by giving notice to CONTRACTOR.

Attachment A

5. COMPENSATION

The CONTRACTOR agrees to perform the services set forth in Section 1, including, without limitation, the furnishing and delivery of up to 59 bus shelters during the next five (5) years, priced as follows in accordance with Exhibit B, Contactor's proposal:

Description	Year	Quantity	Unit Price	Total Price
Shelters	2024	23	\$ 13,550.00	\$ 311,650.00
Tax		23	\$ 1,253.38	\$ 28,827.74
Delivery		23	\$ 950.00	\$ 21,850.00
				\$ 362,327.74
Shelters	2025	12	\$ 13,550.00	\$ 162,600.00
Tax		12	\$ 1,253.38	\$ 15,040.56
Delivery		12	\$ 950.00	\$ 11,400.00
				\$ 189,040.56

The total price for Santa Cruz METRO's initial order of 35 shelters, including tax and delivery, is \$551,368.30.

5.1 Terms of Payment

Following delivery of the bus stop shelters, Santa Cruz METRO shall undertake a 30-calendar-day period for inspection and testing of the complete units. Santa Cruz METRO will notify the Contractor in writing within said thirty (30) calendar days as to whether the units have been accepted.

If Santa Cruz METRO determines that the bus stop shelters or their component parts are not in conformity with the specification requirements, or that there are defects or deficiencies in the materials and equipment, Santa Cruz METRO may reject the goods, or may notify the Contractor of such deficiencies or nonconformity in writing within the aforementioned thirty (30)-day period. The Contractor shall immediately correct or remedy any and all deficiencies or defects noted by Santa Cruz METRO at no cost to Santa Cruz METRO. The Contractor shall complete the necessary corrections within fifteen (15) days of Santa Cruz METRO's notification of deficiencies or nonconformity. At such time as the Contractor has made all necessary corrections to the satisfaction of Santa Cruz METRO, Santa Cruz METRO shall issue the Contractor a written notice of final acceptance. In the event Contractor fails to remedy the deficiencies, Santa Cruz METRO shall have the right to reject the equipment and terminate the Contract for breach. Alternatively, Santa Cruz METRO may cause the repair to be made by its own or other forces, whereupon the cost of the repair shall be deducted from sums otherwise due the Contractor.

Upon written acceptance of an invoice submitted pursuant to Section 5.2 below, Santa Cruz METRO agrees to pay Contractor \$15,753.38 per bus stop shelter, up to an amount not to exceed \$929,450 as identified in the Bid Form, Exhibit B, for satisfactory completion of all Work under the terms and provisions of this Contract within thirty (30) days thereof. Contractor understands and agrees that if it exceeds the \$929,450 maximum amount payable under this Contract, it does so at its own risk.

Attachment A

5.2 Invoices

Contractor shall submit invoices with a purchase order number provided by Santa Cruz METRO upon delivery of bus stop shelters. Contractor's invoices shall include detailed records showing items and quantities delivered to Santa Cruz METRO and the related unit prices. Expenses shall only be billed if allowed under the Contract.

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

6. NOTICES

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

Santa Cruz METRO
Santa Cruz Metropolitan Transit District
110 Vernon Street
Santa Cruz, CA 95060
Attention: Corey Aldridge, CEO/General Manager

CONTRACTOR
LNI Custom Manufacturing
15542 Broadway Center St.
Gardena, CA 93304
Attention: Clay Blakely, President

7. RIGHTS AND REMEDIES

The rights and remedies of the Parties provided herein are not exclusive and are in addition to any other rights and remedies provided by law or under the Contract.

8. ENTIRE AGREEMENT

8.1 This Contract represents the entire agreement of the parties with respect to the subject matter hereof, and all such agreements entered into prior hereto are revoked and superseded by this Contract, and no representations, warranties, inducements or oral agreements have been made by any of the parties except as expressly set forth herein, or in other contemporaneous written agreements.

8.2 This Contract may not be changed, modified or rescinded except in writing, signed by all parties hereto, and any attempt at oral modification of this Contract shall be void and of no effect.

Attachment A

9. ACCEPTANCE OF ELECTRONIC SIGNATURES AND COUNTERPARTS

The parties agree that this Contract, agreements ancillary to this Contract, and related documents to be entered into this Contract will be considered executed when the signature of a party is delivered by facsimile or other electronic method by either of the parties, and each party agrees that the electronic signatures, whether digital or encrypted, of the parties included in this Contract are intended to authenticate this writing and to have the same force and effect as manual signatures. Each party further agrees that this Contract may be executed in two or more counterparts, each of which will be deemed an original, and all of which constitute one and the same instrument.

10. AUTHORITY

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

11. ATTORNEYS' FEES

If any legal proceeding should be instituted by either of the parties to enforce the terms of this Contract or to determine the rights of the parties under this Contract, the prevailing party in said proceeding will recover reasonable attorneys' fees, in addition to all court costs.

IN WITNESS WHEREOF, the parties hereto have executed this Contract by their duly authorized officers as of the day and year first above written.

Signed on _____

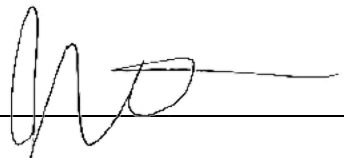
Santa Cruz METRO –
SANTA CRUZ METROPOLITAN
TRANSIT DISTRICT

Corey Aldridge, CEO/General Manager

Contractor –
LNI CUSTOM MANUFACTURING, INC.

Clay Blakely, President

Approved as to Form:
Julie A. Sherman, General Counsel



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DATE: June 28, 2024
TO: Board of Directors
FROM: Chuck Farmer, Chief Financial Officer
SUBJECT: **CONSIDER RATIFICATION OF 2ND AMENDMENT TO THE CONTRACT WITH AVAAP U.S.A. LLC FOR SOFTWARE IMPLEMENTATION SERVICES, INCORPORATING PROJECT CHANGE REQUESTS (PCRS) #001 THROUGH #004 AND INCREASING THE CONTRACT NOT-TO-EXCEED AMOUNT BY \$222,875.00**

I. RECOMMENDED ACTION

That the Board of Directors:

- 1) Ratify the execution of a 2nd Amendment with Avapp U.S.A LLC for Software Implementation Services, incorporating Project Change Requests (PCRs) #001 though #004 and increasing the Contract Not-To-Exceed Amount by \$222,875.00; and**
- 2) Approve a contingency of \$500,000 and authorize the CEO/General Manager to execute amendments/change orders up to this contingency amount.**

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) has a contract with Avapp U.S.A. LLC (Avaap) for enterprise resource planning (ERP) Software Implementation Services.
- METRO approved a series of modifications to the contract to accommodate needed testing and modifications to the scope of work. Due to an administrative oversight, the total cost of the modifications exceeded the CEO/General Manager's authority.
- Staff recommends that the Board of Directors (Board) ratify the second amendment to the contract, which incorporates all modifications from PCRs #001-#004 and increases the contract not-to-exceed amount by \$222,875.

III. DISCUSSION/BACKGROUND

On September 30, 2022, the Board authorized the CEO/General Manager to execute a contract with Avaap for enterprise resource planning (ERP) software implementation services in an amount not-to-exceed \$2,200,000. METRO entered

into a contract with Avaap on October 3, 2022, to implement Workday, Inc. (Workday), METRO's new ERP software.

During project development, METRO required additional time to complete certain testing. METRO also desired to revise the scope of work related to change management and to include an additional tenant build. Specifically, METRO agreed to the following PCRs:

- PCR #001 to extend the Phase I deployment/Go Live date from September 28, 2023 to December 19, 2023, at no additional cost.
- PCR #002, which moved the Workday Talent deployment date from December 2023 to Phase 1 post-deployment and revised the scope of work related to Change Management, at no additional cost.
- PCR #003, which revised the project schedule to move the Workday Phase I HCM/PATT deployment date from December 2023 to March 2024 to coincide with the start of Quarter 2 and to provide additional tenant build for \$148,665.

On March 25, 2024, METRO and Avaap amend the contract to include Lifeline Services, increasing the not-to-exceed compensation amount by \$133,200. Lifeline Services is post production support billed through the income statement on an as needed basis and billed only for the time used.

On May 22, 2024, the parties executed the second amendment to the contract, which incorporates PCRs #001-003 and adds Change Management services to Phase II Financials Team, restarts Talent Management for Phase I, and provides implementation services to deploy the Workday Learning module in an amount not-to-exceed \$74,210 (PCR #004).

Due to an administrative oversight, the approvals of the PCRs and amendments exceeded the authority of the CEO/General Manager. At this time, staff recommends that the Board ratify the execution of the 2nd Amendment with Avaap, incorporating PCRs #001 through #004 and increasing the not-to-exceed amount of the contract by a total not-to-exceed amount of \$222,875. Staff further recommends that the Board approve a contingency of \$500,000 and authorize the CEO/General Manager to execute amendments/change orders up to this contingency amount. Chuck Farmer, CFO will continue to serve as the Contract Administrator and will ensure contract compliance.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This amendment would align with the following Strategic Priorities:

1. Financial Stability, Stewardship & Accountability
2. Internal and External Technology

V. FINANCIAL CONSIDERATIONS/IMPACT

This contract has a total not to exceed of \$2,288,939 which includes Lifeline Services. Additional funds in an amount of \$222,875 are requested for approval at this time. The new contract total not-to-exceed amount would be \$2,511,814. If the Board authorizes the CEO/General Manager to execute future amendments/change orders up to an additional \$500,000, the authorization limit for this contract would be \$3,011,815.

Funds to support the Avaap contract are included in the Capital and Operating Plan. The Original Budget for an ERP solution approved by the Board was \$3,650,000 which is \$638,000 higher than what is being requested at this time including the \$500,000 in preauthorized CEO spending authority on the project.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

- By not authorizing the additional amendments, we could jeopardize the full project from successfully rolling out.

VIII. ATTACHMENTS

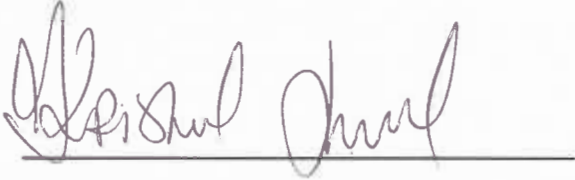
Attachment A: Second Amendment to the Contract with Avaap

IX. APPROVALS

Chuck Farmer, CFO



Approved as to fiscal impact:
Kristina Mihaylova
Deputy Director Finance



Corey Aldridge, CEO/General Manager



Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT SECOND AMENDMENT TO AGREEMENT NO. 22-10 FOR ENTERPRISE RESOURCE PLANNING (ERP) SOFTWARE IMPLEMENTATION

This Second Amendment to Agreement No. 22-10 for Enterprise Resource Planning (ERP) Software Implementation (“Second Amendment”) is made effective May 22nd, 2024 between the Santa Cruz Metropolitan Transit District (“Santa Cruz METRO”), a political subdivision of the State of California, and Avaap U.S.A. LLC (“Consultant”).

I. RECITALS

- 1.1 Santa Cruz METRO and Consultant entered into an Agreement for ERP Software Implementation (“Agreement”) on October 3, 2022.
- 1.2 Santa Cruz METRO and Consultant agreed to Project Change Request (PCR) #001 on March 29, 2023, which extended the Phase I deployment/Go Live date from September 28, 2023 to December 19, 2023, at no additional cost to Santa Cruz METRO, as further described in Attachment C-2 to this Second Amendment.
- 1.3 Santa Cruz METRO and Consultant agreed to PCR #002 on June 30, 2023, which moved the Workday Talent deployment date from December 2023 to Phase 1 post-deployment and revised the scope of work related to Change Management, at no additional cost to Santa Cruz METRO, as further described in Attachment C-3 to this Second Amendment.
- 1.4 Santa Cruz METRO and Consultant agreed to PCR #003 on December 5, 2023, which revised the project schedule to move the Workday Phase I HCM/PATT deployment date from December 2023 to March 2024 to coincide with the start of Quarter 2, and under which Consultant agreed to provide additional tenant build for \$148,665, as further described in Attachment C-4 to this Second Amendment.
- 1.5 Santa Cruz METRO and Consultant entered into an amendment to the Agreement on March 25, 2024 (“First Amendment”) to obtain Lifeline Services, increase the compensation amount, and extend the term.
- 1.6 Santa Cruz METRO desires Consultant to provide Change Management services to Phase II Financials Team, restart Talent Management for Phase I, and provide implementation services to deploy the Workday Learning module, as further described in Attachment C-5: PCR #004 to this Second Amendment.
- 1.7 Santa Cruz METRO and Consultant also desire to amend the Agreement to incorporate the work described in PCRs #001-003.

Therefore, Santa Cruz METRO and Consultant amend the Agreement as follows:

II. AGREEMENT DOCUMENTS

Article 2 is deleted in its entirety and replaced with the following language:

Attachment A

The documents listed below are attached to this Agreement and by reference made a part hereof. This writing constitutes the final expression of the parties' Agreement, and it is a complete and exclusive statement of the provisions of that Agreement, except for written Amendments to this Agreement, Work Directives, Task Orders, or Change Orders, as applicable and as accepted by METRO.

- a. Second Amendment to Agreement, including Attachment C-2: PCR #001, Attachment C-3: PCR #002, Attachment C-4: PCR #003, and Attachment C-5: PCR #004; and
- b. First Amendment to Agreement, including Attachment C-1: Statement of Work for Lifeline Services; and
- c. This Agreement including: Attachment A: Federal Transit Administration (FTA) Requirements; Attachment B: Data Privacy and Security Requirements; Attachment C: Scope of Work; Attachment D: Payment Schedule; Attachment E: Project Control Procedures, and Attachment F: Deliverable Expectation Document; and
- d. **Exhibit A**, RFP No. 22-10 For SaaS ERP Software and Implementation Services Parts 1-5, including Requirements spreadsheet, Pricing Forms spreadsheet, and addenda 1 through 4; and
- e. **Exhibit B**, CONSULTANT's Proposal, as accepted by METRO.

In the event of conflict between or among the terms of the Agreement documents, the order of precedence will be the order of documents listed above, with the first-listed document having the highest precedence and the last-listed document having the lowest precedence.

III. SCOPE OF SERVICES

Article 3 is deleted in its entirety and replaced with the following language:

The scope of the CONSULTANT's Services shall consist of the services set forth in **Attachment C – Scope of Work, Attachment C-1 – Statement of Work for Lifeline Services, Attachment C-2 – PCR #001, Attachment C-3 – PCR #002, Attachment C-4 – PCR #003, and Attachment C-5 – PCR #004**, as supplemented by Exhibits A and B, except when inconsistent with Attachments **C and C-1 through C-5**.

IV. COMPENSATION

Article 5 is deleted in its entirety and replaced with the following language:

The CONSULTANT agrees to provide the Software and perform the Services for a total all-inclusive sum not-to-exceed fee of two million, five hundred eleven thousand, eight hundred fourteen dollars and forty-five cents (\$2,511,814.45) in accordance with **Attachment D – Payment Schedule and Attachment C-1 and C-5**, as further described below.

Attachment A

For all work performed pursuant to the First Amendment, the CONSULTANT will be compensated at the rates set forth in **Attachment C-1**, up to a total aggregate amount not to exceed one hundred thirty-three thousand, two hundred dollars (\$133,200). This not-to-exceed amount is an authorization ceiling and does not construe a guarantee or commitment on behalf of Santa Cruz METRO. CONSULTANT understands and agrees that if it exceeds the maximum amount payable under this Agreement, it does so at its own risk.

For all work performed pursuant to PCR #003 related to the Phase I deployment move to March 2024 and additional tenant build, the CONSULTANT will be compensated one hundred forty-eight thousand, six hundred sixty-five dollars (\$148,665), paid in three payments of forty-nine thousand, five hundred fifty-five dollars (\$49,555) invoiced in January 2024 through March 2024. CONSULTANT understands and agrees that if it exceeds the maximum amount payable under this Agreement, it does so at its own risk.

Pursuant to the Second Amendment, CONSULTANT agrees to perform Workday Learning module implementation services on a time and materials basis for a total all-inclusive not-to-exceed fee of fifty-seven thousand, two hundred dollars (\$57,200) in accordance with **Attachment D – Payment Schedule** and **Attachment C-5**. CONSULTANT also agrees to perform Workday Financials Phase II – OCM services on a time and materials basis for a total all-inclusive not-to-exceed fee of seventeen thousand, ten dollars (\$17,010) in accordance with **Attachment D – Payment Schedule** and **Attachment C-5**. CONSULTANT will perform services related to the Phase I restart of Talent Management at no additional cost to Santa Cruz METRO. These not-to-exceed amounts are authorization ceilings and do not construe a guarantee or commitment on behalf of Santa Cruz METRO. CONSULTANT understands and agrees that if it exceeds the maximum amount payable under this Agreement, it does so at its own risk.

The total all-inclusive sums shall include all labor, materials, taxes, profit, overhead, insurance, subcontractor/subconsultant costs, license and subscription fees, warranty costs, hosting, support, and maintenance costs, transition requirements, and all other costs and expenses incurred by the CONSULTANT.

V. REMAINING TERMS AND CONDITIONS

All other provisions of the Agreement, as previously amended, that are not affected by this Second Amendment shall remain unchanged and in full force and effect.

VI. AUTHORITY

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

Attachment A

Signed on 5/28/2024

Santa Cruz METRO –
SANTA CRUZ METROPOLITAN
TRANSIT DISTRICT

Corey Aldridge, CEO/General Manager
General Manager

DocuSigned by:
Corey Aldridge
AEBCB86501A2443... _____

Consultant –
AVAAP U.S.A. LLC

Steve Csuka, CEO

Steve Csuka

Approved as to Form:

Julie Sherman, General Counsel

Julie Sherman



Statement of Work

This Statement of Work (“SOW”) is subject to all terms and conditions of the Professional Services Agreement (“PSA”) between Avaap U.S.A. LLC (“Avaap”) and Client (defined in table below). All terms of the PSA are incorporated herein by this reference. Terms not defined in this SOW are defined in the PSA and form an integral part of the same. In the event of a conflict between the terms of the PSA and the terms of this SOW, the terms of the PSA shall control unless specific terms of this SOW are expressly intended to modify specific inconsistent terms of the PSA, in which case, such modification shall be valid only for this particular SOW.

Client	Santa Cruz Metro Transit District
PSA Date	October 3, 2022
SOW #	1
Project Name	Santa Cruz Metro Lifeline 20242025 AMS SOW001

Responsible Parties

For this project effort, the following individuals will be responsible for all communication, deliverables, and accountable to their respective organizations in meeting the terms of this SOW.

Avaap Account Executive		Client Project Sponsor	
Name:	Duke Nicolian	Name:	Chuck Farmer
Phone:	973-479-9898	Phone:	831-426-6080
E-mail:	Duke.nicolian@avaap.com	E-mail:	cfamer@scmtd.com

1. Lifeline Hours Scope

Avaap will provide Avaap Consultant(s) who are Workday Certified Resource(s) in accordance with this SOW to provide the following Services for Client:

- 1) Management - Avaap will provide a Workday Certified Engagement Manager (“Account Manager”) to oversee the services performed and manage the necessary resources. Client can choose to have the Account Manager help with Case Management, Tenant Management, Break/Fix, Risk & Issue Tracking, and Project Methodology.
- 2) Presentations – Avaap Consultants can be requested to demonstrate new functionality or integrations. Avaap Consultants can also be assigned tasks in researching data related issues and identifying the root cause.



- 3) Testing – Avaap Consultants can be engaged in debugging, building of high-level testing scenarios, or reviewing of configuration/integrations prior to deployment to production.
- 4) Deployment – Avaap Consultants can support Client during the final deployment of configurations or integrations into the production tenant.
- 5) Workday Guidance – Avaap Consultants can provide knowledge transfer via system walkthroughs, integration reviews, bi-annual release support including regression testing & configuration updates and other activities to help Client better understand its existing Workday tenant setup or tasks scheduled for deployment.

Any activity not listed above can be discussed with the Account Manager to determine whether it will fit the scope of the Lifeline Support Services. Avaap and Client will identify the necessary activities to be performed to best meet Client's needs.

2. Lifeline Hours Process

Avaap utilizes a ticketing system to capture all requests for post-production support. Unless otherwise agreed upon, Client will provide a list of users who will be permitted to submit tickets on behalf of Client. Use of this tool provides transparency to all tickets submitted on behalf of Client, along with an auditable trail of conversations, testing, and issue resolution.

The Account Manager will work with Client to manage the cases and tasks assigned to Avaap. The Account Manager will help prioritize and allocate the necessary resources to complete the task within the predetermined due date. Avaap Consultants will help Client understand the estimate of time necessary to complete the task. Once authorized by Client, Avaap will build a prototype of the changes for testing and acceptance.

3. Acceptance

Once completion and approval of system testing within the Sandbox tenant is achieved, migration to the Production tenant will occur, constituting acceptance and completion of any work billed under the authorization of this SOW.

4. Assumptions

Client will provide access to the Production Workday tenant as required to complete the deployment of the scope of this SOW. Client will provide access to a Workday Implementation Tenant where Avaap can implement an initial builds/loads prior to deployment to Sandbox or Production tenants. Client will be expected to carry out and establish all the detailed testing scenarios for deployed functionality or integrations. Avaap may require up to five (5) days to assign Workday Certified resources for cases assigned.



5. Pricing and Payment Terms

- (a) Avaap Consultants are anticipated to support Client and work approximately **60** hours per month with the exceptions of national holidays. For each calendar month, the Account Manager will perform a check at mid-month on the number of hours worked and notify Client on the burn rate for the month.
- (b) If it appears Client will exceed an average of **60** hours per month, the Account Manager will call this out and ask Client project sponsor if Avaap is authorized to work beyond the planned for **60** hours.
- (c) The blended/hourly rate(s) for the Avaap Consultant(s) will be:

<i>Workday Roles</i>	<i>Estimated Hours</i>	<i>Hourly Rate</i>	<i>Total</i>
Workday Certified Engagement Manager/("Account Manager")	108	\$185	\$19,980
Workday Certified Consultant(s)	612	\$185	\$113,220
Total	720		\$133,200

- (d) The time reporting period for this SOW will be bi-weekly.
- (e) The Services provided within this SOW will be delivered on a time and material basis.
- (f) All Services will be invoiced per the terms of the PSA.
- (g) The term of this SOW will be **3/26/2024 – 3/25/2025**.
- (h) All project related out-of-pocket expenses (including travel and reasonable living) will be reimbursed by Client in accordance with the PSA.
- (i) All amounts are in US Dollars unless otherwise specified. Totals below are exclusive of any relevant sales, excise or other taxes.

6. Location of Services

Unless otherwise mutually agreed upon, Client acknowledges that the Services set forth in this SOW will occur remotely.



7. Resources

All Avaap Consultants serving this SOW will be Workday Certified resources with expertise in the functional or integration domain requested by Client. Avaap reserves the right to utilize Workday resources in a “Contingent/Temporary Worker” capacity as necessary to provide support to Client.

Avaap has the discretion to change out key resources with a minimum of 30 days written notice, provided, however, Client acknowledges that a shorter notice period may be required because of a resource leaving Avaap or if a resource is otherwise unable to perform the role.

Attachment A

Attachment C-2: Project Change Request #001



PROJECT CHANGE REQUEST

The Project Change Request is used for requesting, documenting, and approving changes to the initial Statement of Work including but not limited to changes to project scope, configuration, or project timeline. In addition, this may be used to request additional project hours or any other update to the initial SOW.

Summary

Customer:	Santa Cruz Metro (METRO)
Project Name:	Workday Full Platform Deployment
PCR#:	001
Project Sponsor(s) and Project Management (Customer):	Chuck Farmer, Chief Financial Officer & Project Sponsor Dimitri Ebel, Project Coordinator
Avaap Engagement Manager	Michele Dauer
Acceptance Due Date:	3/29/23
Change Type:	Schedule change that moves the deployment of Phase I of the project; Workday HCM, Compensation, Benefits, Payroll, Time Tracking, Absence, Recruiting and Talent from September 2023 to December 2023. This change request will serve as an acknowledgement that there are changes to the project timeline as referenced within the original SOW dated October 3, 2022.
Contract Type:	Fixed Fee
Impact Assessed by:	Charlie Miller, Program Director, Avaap Rich Walega, Vice President, Sales, Avaap Ken Takata, Program Director, Government, Avaap

Request Description

This Project Change Request documents the deployment schedule from the original Statement of Work "SOW" dated October 3, 2022.

This document is proprietary and confidential.

The documents may NOT be disclosed in any manner to a third party, in part or in whole, without the prior written consent of Avaap USA, LLC.

Attachment A



Business Purpose/Reason for Change

Santa Cruz Metro “METRO” and Avaap have proposed a revision to the deployment schedule for Phase 1 HCM/PATT to provide METRO with more time to participate in each of the Workset sessions, End-to-End testing, Payroll Parallel testing, and development of Integrations.

It has been requested by METRO to align the deployment of HCM/Payroll to coincide with First Quarter 2024, which will move the Deployment/Go Live for Phase 1 (HCM/Payroll) to December 19, 2023.

Impact Assessment

<p>Project Activities Impacted:</p>	<p>Deployment of Human Capital Management (HCM), Compensation (COMP), Benefits (BEN), Talent (TLO), Recruiting (REC), Payroll (PAY), Time Tracking (TT) and Absence (ABS) functionality has been extended to be deployed in December 2023 (Go Live date of 12/19/2023) instead of 9/28/2023.</p> <p>Architect & Configure and Test stages will be extended, providing additional time to solution/configure for each of the workstreams, and test and deploy HCM/PATT functionality.</p> <p>Workday Time Entry for METRO employees will begin 12/21 and payroll to be run for the first payroll of 2024; 1/12/24 check date.</p> <div data-bbox="467 1039 1404 1333" style="border: 1px solid black; padding: 5px;"> <p style="text-align: center;">Phase I Project Timeline</p> </div>
<p>Deliverables Impacted:</p>	<ul style="list-style-type: none"> Project Plan will be updated to document the schedule change as indicated in the Phase I Project Timeline above.

This document is proprietary and confidential.

The documents may NOT be disclosed in any manner to a third party, in part or in whole, without the prior written consent of Avaap USA, LLC.

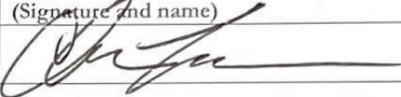
Attachment A



Assumptions:	<ul style="list-style-type: none"> • METRO project participants will continue to prepare and engage in each workstream meeting, to include Worksets B and C, Union Workset D, Unit Testing, End to End Testing and Payroll Parallel Testing. • METRO project team will complete any Workday training as defined within the Training Plan (10/2/2023) • METRO will communicate any changes identified during the upcoming Union Contract Negotiations, and any additional design, configuration or testing requirements will be assessed in a Project Change Request, which will be prepared as needed.
Acknowledge Timeline Change	This Project Change Request will serve as an acknowledgement that the SOW is being modified to reflect the extension of Phase I of the project by three months.

Approvals

Santa Cruz Metro Approval

Approved	Date	Authorized By (Signature and name)
Chuck Farmer	3/29/23	

Avaap Approval

Approved	Date	Authorized By (Signature and name)

This document is proprietary and confidential.

The documents may NOT be disclosed in any manner to a third party, in part or in whole, without the prior written consent of Avaap USA, LLC.

Attachment A



PROJECT CHANGE REQUEST

The Project Change Request is used for requesting, documenting, and approving changes to the initial Statement of Work including but not limited to changes to project scope, configuration, or project timeline. In addition, this may be used to request additional project hours or any other update to the initial SOW.

Summary

Customer:	Santa Cruz Metro (METRO)
Project Name:	Workday Full Platform Deployment
PCR#:	002
Project Sponsor(s) and Project Management (Customer):	Chuck Farmer, Chief Financial Officer & Project Sponsor Dimitri Ebel, Project Coordinator
Avaap Engagement Manager	Michele Dauer
Acceptance Due Date:	7/7/23
Change Type:	<ol style="list-style-type: none"> 1) Schedule change that moves the deployment of Workday Talent from December 2023 to Phase 1 post-deployment. 2) Scope change related to Change Management
Contract Type:	Fixed Fee
Impact Assessed by:	Charlie Miller, Program Director, Avaap

This document is proprietary and confidential.

The documents may NOT be disclosed in any manner to a third party, in part or in whole, without the prior written consent of Avaap USA, LLC.

9.21A.12

Request Description

This Project Change Request documents the deployment and scope changes from the original Statement of Work “SOW.”

Business Purpose/Reason for Change

Santa Cruz Metro “METRO” and Avaap have proposed revising the Workday Product Scope for Phase 1 by shifting Talent Optimization to post-deployment which will provide METRO with more time to devote to testing core functionality of HCM/PATT Phase 1. Additionally, there is a need to modify the Organizational Change Management scope to support more focus on Training Planning and Job Aids.

Impact Assessment

Project Activities Impacted:	<ul style="list-style-type: none"> Workday Product Scope - Avaap/Metro will put the Talent Optimization functionality on hold until post-deployment of Phase 1.
Deliverables Impacted:	<ul style="list-style-type: none"> Change Management scope will be updated to reflect modification of deliverables to include creation of Training Plan, Job Aides and Training Materials, and less change management support on the change strategy, stakeholder assessment, change network structure and plan
Assumptions:	<ul style="list-style-type: none"> METRO project team for Talent Management will work with the Avaap Talent Lead to prepare transition plan for placing Talent Optimization on hold <ul style="list-style-type: none"> Freeze design changes from the date of placing Talent on hold through day of re-start Restart will occur first quarter of 2024 during Financials Phase 2 Avaap resources will be assigned for Talent, and may not be the same resource currently in the role Reporting hours for Avaap Reporting Lead will be reserved for Talent reports METRO resource will be available to work with Change Management Lead to identify training opportunities and to compose list of required Job Aids to be developed and delivered for Phase 1.

This document is proprietary and confidential.

The documents may NOT be disclosed in any manner to a third party, in part or in whole, without the prior written consent of Avaap USA, LLC.

Attachment A



Estimated Cost and Effort:	<p>The services described in this PCR related to the postponement of Talent and the modification of the OCM deliverables will have a zero-dollar impact to the budget already approved provided there are no changes to the parameters outlined in the assumptions above. All out of scope work, scope changes, or variances to the assumptions included in this PCR which require additional work or result in project delays will be presented to Avaap/METRO for approval following the existing change control process.</p>
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This document is proprietary and confidential.

The documents may NOT be disclosed in any manner to a third party, in part or in whole, without the prior written consent of Avaap USA, LLC.

Attachment A



Approvals

Santa Cruz Metro Approval

Approved	Date	Authorized By (Signature and name)
<i>Chuck Farmer</i>	<i>6/30/23</i>	<i>[Signature]</i>

Avaap Approval

Approved	Date	Authorized By (Signature and name)

This document is proprietary and confidential.

The documents may NOT be disclosed in any manner to a third party, in part or in whole, without the prior written consent of Avaap USA, LLC.

Attachment A



PROJECT CHANGE REQUEST

The Project Change Request is used for requesting, documenting, and approving changes to the initial Statement of Work including but not limited to changes to project scope, configuration, or project timeline. In addition, this may be used to request additional project hours or any other update to the initial SOW.

Summary

Customer:	Santa Cruz Metro (METRO)
Project Name:	Workday Full Platform Deployment
PCR#:	003
Project Sponsor(s) and Project Management (Customer):	Chuck Farmer, Chief Financial Officer & Project Sponsor Dimitri Ebel, Project Coordinator
Avaap Engagement Manager	Michele Dauer
Acceptance Due Date:	12/1/23
Change Type:	1) Schedule change that moves the deployment of Workday Phase I HCM/PATT from December 2023 to March 2024 to coincide with start of Quarter 2
Contract Type:	Fixed Fee
Impact Assessed by:	Charlie Miller, Program Director, Avaap

This document is proprietary and confidential.

The documents may NOT be disclosed in any manner to a third party, in part or in whole, without the prior written consent of Avaap USA, LLC.

Attachment A



Request Description

This Project Change Request documents the deployment and scope changes from the original Statement of Work "SOW."

Business Purpose/Reason for Change

Santa Cruz Metro "METRO" and Avaap have proposed revising the Workday Product Scope for Phase 1 by delaying the Phase I HCM/PATT project deployment until March 2024. The reason for this change is to allow METRO to spend additional time on testing the full functionality of Workday along with providing additional time to complete multiple payroll cycles in Workday. This delay will also provide an opportunity to conduct a pre-production final review of the configuration within Workday to support additional payroll testing.

Impact Assessment

Project Activities Impacted:	<ul style="list-style-type: none"> Workday HCM/PATT Phase I - Avaap/Metro will move the deployment for all functionality contained within Phase I to March 2024.
Deliverables Impacted:	<ul style="list-style-type: none"> All deliverables contained within the scope of Phase I
Assumptions:	<ul style="list-style-type: none"> METRO project team will continue conducting thorough testing of HCM/PATT functionality. METRO will complete creation of data workbooks in support of additional tenant build. METRO and Avaap will work together to ensure all functionality meets the requirements provided during the Workset sessions and stay within the deliverables of the Phase I project as outlined in the Statement of Work, PCR001 and PCR002.

This document is proprietary and confidential.

The documents may NOT be disclosed in any manner to a third party, in part or in whole, without the prior written consent of Avaap USA, LLC.

Attachment A


**Estimated
Cost and
Effort:**

The services described in this PCR related to the Phase I deployment move to March 2024 and additional tenant build will be delivered by Avaap on a fixed-fee basis based on the terms and conditions set forth in the existing Master Services Agreement (MSA). The cost for the extended consultant hours will be \$148,665 provided there are no changes to the parameters outlined in the assumptions above. An invoice for this extension will be delivered in three payments of \$49,555 starting January 2024 through March 2024, and is not subject to any holdback. All out of scope work, scope changes, or variances to the assumptions included in this PCR which require additional work or result in project delays will be presented to Avaap/METRO for approval following the existing change control process.

Approvals

Santa Cruz Metro Approval

Authorized By (Signature and name)	Date
 Chuck Farner	12/5/23

Avaap Approval

Authorized By (Signature and name)	Date

This document is proprietary and confidential.

The documents may NOT be disclosed in any manner to a third party, in part or in whole, without the prior written consent of Avaap USA, LLC.

Attachment A



PROJECT CHANGE REQUEST

The Project Change Request is used for requesting, documenting, and approving changes to the initial Statement of Work including but not limited to changes to project scope, configuration, or project timeline. In addition, this may be used to request additional project hours or any other update to the initial SOW.

Summary

Customer:	Santa Cruz Metro (METRO)
Project Name:	Workday Full Platform Deployment
PCR#:	004
Project Sponsor(s) and Project Management (Customer):	Chuck Farmer, Chief Financial Officer & Project Sponsor Dimitri Ebel, Project Coordinator
Avaap Engagement Manager	Michele Dauer
Acceptance Due Date:	4/30/2024
Change Type:	<ol style="list-style-type: none"> 1) Provide Change Management services to Phase II Financials Team 2) Restart Talent Management for Phase I 3) Provide implementation services to deploy Workday Learning module
Contract Type:	Fixed Fee/Time & Materials
Impact Assessed by:	Charlie Miller, Program Director, Avaap

This document is proprietary and confidential.

The documents may NOT be disclosed in any manner to a third party, in part or in whole, without the prior written consent of Avaap USA, LLC.

20833035.2

Request Description

This Project Change Request documents the deployment and scope changes from the original Statement of Work “SOW.”

Business Purpose/Reason for Change

Santa Cruz Metro “METRO” and Avaap have proposed revising the Workday Product Scope for Phase 2 by providing Organization Change Management services in support of creating Job Aids. There is also a request to restart the Talent Management deployment and include Workday Learning. The reason for this change is to, 1. Provide METRO with additional job aid materials in support of the ongoing processes within the Financials Project; 2. Restart the Talent Management deployment that was previously placed on hold during PCR001; and 3. To support METRO in deployment of Workday Learning, which was previously assessed during the initial project startup in October 2022.

Impact Assessment

Project Activities Impacted:	<ul style="list-style-type: none"> • Workday HCM/PATT Phase I – Talent and Learning Deployment • Workday Financials Phase II - OCM <table border="1" data-bbox="505 1129 1437 1549"> <thead> <tr> <th data-bbox="505 1129 829 1171">Activity/Deliverable</th> <th data-bbox="836 1129 1127 1171">Avaap Responsibilities</th> <th data-bbox="1133 1129 1437 1171">Client Responsibilities</th> </tr> </thead> <tbody> <tr> <td data-bbox="505 1180 829 1360">Update four (4) Workday Adoption Kit job aids to support end user training for expenses and procurement operations.</td> <td data-bbox="836 1180 1127 1360">With input from client, develop job aids with client specific information to support the rollout of Workday expenses and procurement.</td> <td data-bbox="1133 1180 1437 1360">Contribute to, review, and approve all job aids.</td> </tr> <tr> <td data-bbox="505 1369 829 1549">Create up to two (2) net new training resources for functional users to support expenses and procurement operations.</td> <td data-bbox="836 1369 1127 1549">With input from client, develop job aids with client specific information to support the rollout of Workday expenses and procurement.</td> <td data-bbox="1133 1369 1437 1549">Contribute to, review, and approve all job aids.</td> </tr> </tbody> </table>	Activity/Deliverable	Avaap Responsibilities	Client Responsibilities	Update four (4) Workday Adoption Kit job aids to support end user training for expenses and procurement operations.	With input from client, develop job aids with client specific information to support the rollout of Workday expenses and procurement.	Contribute to, review, and approve all job aids.	Create up to two (2) net new training resources for functional users to support expenses and procurement operations.	With input from client, develop job aids with client specific information to support the rollout of Workday expenses and procurement.	Contribute to, review, and approve all job aids.
Activity/Deliverable	Avaap Responsibilities	Client Responsibilities								
Update four (4) Workday Adoption Kit job aids to support end user training for expenses and procurement operations.	With input from client, develop job aids with client specific information to support the rollout of Workday expenses and procurement.	Contribute to, review, and approve all job aids.								
Create up to two (2) net new training resources for functional users to support expenses and procurement operations.	With input from client, develop job aids with client specific information to support the rollout of Workday expenses and procurement.	Contribute to, review, and approve all job aids.								
Deliverables Impacted:	<ul style="list-style-type: none"> • Talent • Learning • OCM 									

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The documents may NOT be disclosed in any manner to a third party, in part or in whole, without the prior written consent of Avaap USA, LLC.

Attachment A

Assumptions:**Talent/Learning**

- The project timeline for Talent and Learning will begin in June 2024 with an expected December 2024 deployment.
- The Talent and Learning scope will be as outlined on page 46 and 47 in the original Statement of Work dated October 3, 2022
- The project will start with Foundation Alignment Sessions for Learning, followed by Unit testing, Customer Confirmation Sessions and End to End testing of both Talent and Learning
- Talent Optimization will not be a redesign of prior work that was put on hold during the Phase 1 deployment.
- There are HR/Recruiting changes needed to support the Talent Optimization configuration, which will be made by METRO

Financials Change Management

- METRO will identify the areas within the Financial teams where the creation of Job Aids is required.
- METRO will provide appropriate access to non-production Workday tenants and other project-related resources that may be required to fulfill this request.
- METRO will ensure the timely availability of its resources who may be required to provide input, review, and approve the deliverables specified in this PCR.
- Any extensions to Project timeline or functional scope additions must be evaluated to determine impacts to the Change Management Services and may result in an impact to the Project scope should additional support be required. The Change Management scope listed applies only to the timeline and functional scope outlined in the initial SOW.
- The Change Management service is intended to accelerate user adoption of Workday and does not include support for concurrent initiatives or broader transformation efforts. The scope of this service is limited to the tasks listed in this PCR. Any organizational design, Standard Operating Procedure (SOP) development, operating model or job role redesign work is out of scope for this service and wholly owned by METRO.
- This change request assumes that METRO has an active subscription for the Workday Adoption Kit and will provide access to Avaap to execute the deliverables noted in the above table.

Attachment A

**Estimated
Cost and
Effort:**

- The services described in this PCR related to the Phase I restart of Talent Management are included in the initial Phase I deployment fee schedule. For Learning, there is a cost of **\$57,200** as previously described on page 93 of the initial Professional Services Agreement. Services will be delivered by Avaap on a Time & Materials basis and are not subject to Holdback. The estimated hours to complete Workday Learning is 330 hours which includes 20% Management of the effort.
- The services for OCM to support Phase II Financials will be delivered by Avaap on a Time & Materials basis at 90 hours and a rate of \$189 per hour, for a total cost of **\$17,010**. All out of scope work, scope changes, or variances to the assumptions included in this PCR which require additional work or result in project delays will be presented to Avaap/METRO for approval following the existing change control process.

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20833035.2

9.21A.22 Page 2 of 4



DATE: June 28, 2024
TO: Board of Directors
FROM: Freddy Rocha, Facilities Maintenance Manager
SUBJECT: AUTHORIZE THE CEO/GENERAL MANAGER TO EXECUTE A CONTRACT WITH KIMLEY-HORN AND ASSOCIATES, INC. FOR METRO FACILITIES MASTER PLAN NOT TO EXCEED \$339,219.67, INCLUDING A CONTINGENCY AMOUNT OF \$311,830.93

I. RECOMMENDED ACTION

That the Board of Directors award a contract to Kimley-Horn and Associates, Inc. for a METRO Facilities Master Plan in an amount not to exceed \$339,219.67, with a contingency budget of \$311,830.93 for optional services, for a not-to-exceed total authorized for the project of \$651,050.60, and authorize the CEO/General Manager to execute the Kimley-Horn contract

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) has a need for a facilities master plan.
- A formal Request for Proposals (RFP) was conducted to solicit proposals from qualified firms. Two firms submitted proposals for METRO's review.
- A three-member evaluation team composed of METRO staff reviewed and evaluated the proposals and is recommending an award to Kimley-Horn and Associates, Inc., the highest ranked firm.

III. DISCUSSION/BACKGROUND

METRO is at a critical juncture in the agency's history as we implement the *Reimagine METRO* service plan and actively move towards a zero emissions bus (ZEB) fleet. Both of these initiatives put strain on METRO's existing facilities, as the need to park additional buses and the space required to support ZEB infrastructure are significant.

METRO is examining options to make use of satellite facilities beyond the main campus on River Street in Santa Cruz, and to reconfigure the existing site to accommodate greater demands. Several other California transit agencies (e.g., Long Beach Transit, Monterey-Salinas Transit, Santa Barbara Metropolitan Transit District) facing similar circumstances have conducted a Facilities Master Planning process to guide the development of such plans.

On March 15, 2024, METRO legally advertised and distributed notice of RFP No. 24-09 to 1,831 firms, including over 1,000 Disadvantaged Business Enterprises (DBEs), posted notice on its e-procurement portal, and sent email notices to all Mailchimp subscribers. On April 22, 2024, proposals were received and opened from two firms: Group 4 Architecture, Research + Planning, Inc., located in South San Francisco, CA, and Kimley-Horn and Associates, Inc. (Kimley-Horn), with multiple offices throughout California. A three-member evaluation team composed of METRO staff has reviewed and evaluated the proposals.

The evaluation team used the following criteria as contained in the RFP:

Evaluation Criteria	Points
Qualifications and recent experience	20
Understanding of and technical approach to Project requirements	30
Quality of relevant experience of key staff	20
References	10
Cost proposal	20
Participation in Sustainability Initiative (Bonus)	5
Total Points Possible	105

Kimley-Horn was determined to be the highest ranked firm whose proposal fulfills the requirements of the RFP, with costs that are fair and reasonable.

Staff is recommending that the Board award a contract to Kimley-Horn for a METRO Facilities Master Plan in an amount not to exceed \$339,219.67 and authorize the CEO/General Manager to execute the Kimley-Horn contract. Staff is also recommending the addition of a \$311,830.93 contingency for optional services and requesting authority for the CEO/General Manager to execute any necessary change orders or amendments up to this contingency amount.

Kimley-Horn will provide the services meeting METRO's specifications and requirements for the contract. Freddy Rocha, Facilities Maintenance Manager, will serve as the Contract Administrator and will ensure contract compliance.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

The award of this contract would align with the following Strategic Priorities:

1. Service Quality and Delivery
2. State of Good Repair

V. FINANCIAL CONSIDERATIONS/IMPACT

The value of the proposed contract is \$339,219.67. Kimley-Horn also proposed optional services for an additional fee up to \$311,830.93, from which contingency budget staff would draw if those optional tasks were to be authorized. The total value of the proposed contract including that contingency budget would therefore be \$651,050.60.

While staff will evaluate the scope options as the project proceeds, they do not anticipate authorizing optional services up to the authority requested. Instead, staff anticipate working closely with Kimley-Horn to perform as many of the analysis tasks in-house as possible to reduce dependency on the consultant and avoid the optional scope of work.

Funds to support this contract are included in the Facilities Maintenance Professional & Technical Fees (503031) Operating Budget for FY25.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

- The Board could decide not to move forward with the Facilities Master Plan award, but due to the reasons detailed above staff does not recommend this option.
- The Board could choose to authorize a smaller contingency budget than what staff has requested.
- The Board could direct staff to conduct this analysis in-house. This option is also not recommended, as staff do not possess the expertise to conduct this extensive and critically needed analysis.

VIII. ATTACHMENTS

None

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

Prepared by: Joan Jeffries, Purchasing Manager

IX. APPROVALS

Freddy Rocha
Facilities Maintenance Manager



Approved as to fiscal impact:
Chuck Farmer, CFO



Corey Aldridge, CEO/General Manager





THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

CERTIFICATE OF APPRECIATION

To

**FRANCISCO CALDERON
BUS OPERATOR**

FOR THE COMPLETION OF 25 YEARS OF SERVICE
BETWEEN 1999 AND 2024

GIVEN THIS 28TH DAY OF JUNE 2024


BOARD CHAIR


CEO/GENERAL MANAGER

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THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

CERTIFICATE OF APPRECIATION

To

**ANDRE HARTE
BUS OPERATOR**

FOR THE COMPLETION OF 25 YEARS OF SERVICE
BETWEEN 1999 AND 2024

GIVEN THIS 28TH DAY OF JUNE 2024

Kristen Brown

BOARD CHAIR

Corey B.

CEO / GENERAL MANAGER

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THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS


CERTIFICATE OF APPRECIATION

To

**LYNN HERSEY
BUS OPERATOR**

FOR THE COMPLETION OF 25 YEARS OF SERVICE
BETWEEN 1999 AND 2024

GIVEN THIS 28TH DAY OF JUNE 2024


BOARD CHAIR


CEO/GENERAL MANAGER

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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 SANDRA GALINDO AS A CUSTOMER SERVICE REPRESENTATIVE 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 Sandra Galindo to serve in the position of Customer Service Representative, and

WHEREAS, Sandra Galindo served as a member of the Customer Service Department of METRO for the time period of September 30, 2004 to May 17, 2024, and

WHEREAS, Sandra Galindo provided METRO with dedicated service and commitment during the time of her employment, and

WHEREAS, Sandra Galindo served METRO with distinction, and

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

WHEREAS, during the time of Ms. Galindo'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 Sandra Galindo.

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

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

PASSED AND ADOPTED this 28th Day of June 2024 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

Approved:

Kristen Brown, Board Chair

Attest:

Corey Aldridge

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 ANDRE HARTE AS BUS OPERATOR FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

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

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

WHEREAS, METRO, requiring an employee with expertise and dedication, appointed Andre Harte to serve in the position of Bus Operator, and

WHEREAS, Andre Harte served as a member of the Operations Department of METRO for the time period of June 22, 1999 to May 30, 2024, and

WHEREAS, Andre Harte provided METRO with dedicated service and commitment during the time of his employment, and

WHEREAS, Andre Harte served METRO with distinction, and

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

WHEREAS, during the time of Mr. Harte'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 Andre Harte.

NOW, THEREFORE, BE IT RESOLVED, that upon his retirement as Bus 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 28th Day of June 2024 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

Approved:

Kristen Brown,
Board Chair

Attest:

Corey Aldridge
CEO/General Manager

Approved as to form:

Julie Sherman, General Counsel

VERBAL PRESENTATION

METRO ADVISORY COMMITTEE (MAC) SEMI-ANNUAL ORAL REPORT

Veronica Elsea, MAC Chair

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DATE: June 28, 2024

TO: Board of Directors

FROM: Chuck Farmer, Chief Financial Officer

SUBJECT: FINAL ADOPTION OF SANTA CRUZ METRO'S FY25 AND FY26 BUDGET

I. RECOMMENDED ACTION

That the Board of Directors approve the adoption of the FY25 and FY26 Operating Budget and FY25 Capital Budget.

II. SUMMARY

- The FY25 and FY26 Operating Budget, and FY25 Capital Budget-Portfolio are presented this month for Board of Directors (Board) and public review. A public hearing has been scheduled for 9:00 am, or as soon thereafter as possible, during the June 28, 2024 board meeting.
- On June 23, 2023, the Board adopted the Final FY24 and FY25 Operating Budget. Santa Cruz METRO produces a 2-year rolling Budget. This Budget revises the June 2023 FY25 Budget and presents a new FY26 Operating Budget.
- The 5 – Year Plan for Santa Cruz Metropolitan Transit District (METRO) is presented in Attachment B. It depicts the proposed two-year FY25 and FY26 Operating Budget and Forecasts for FY26 to FY29.
- The proposed two-year FY25 and FY26 Consolidated Operating Budgets – Attachment C total \$77,307,362 and \$80,021,579 respectively.
- In addition, METRO will be transferring:
 - \$2.3M in FY25 and \$2.2M in FY26 to the Capital Budget (Bus Replacement Fund)
 - \$2.0M in FY25 and zero in FY26 for the UAL & OPEB liability
 - \$4.0M in FY25 and FY26 for Grant matching
 - \$0.7M in FY25 and \$0.8M in FY26 to Reserve Replenishment
 - \$6.1M in FY25 and \$4.3M in FY26 from the COVID-19 Recovery Fund
- These results match the total Operating Revenue Budget of \$80,380,837 in FY25 and \$82,876,215 in FY26. This is a Final Budget, which reflects available data regarding revenues and expenses. The Final two-year Budget will be presented to the Board of Directors on June 28, 2024.
- The year-over-year Operating Budget growth of approximately \$12,224K in expenses in FY25 is detailed in Sections B and C.

- Metro held a Budget Workshop with the Unions on May 8, 2024 to answer questions about the two-year Final FY25 and FY26 Operating Budget and the FY25 Capital Budget-Portfolio and to obtain input from its union partners.
- The Authorized and Funded Personnel lists are presented in Attachment D.
- The Final FY25 Capital Budget-Portfolio – Attachment E totals \$115,375,215
- Staff recommends that the Finance, Budget and Audit Standing Committee Board receive input on the Final FY25 and FY26 Operating Budget and FY25 Capital Budget-Portfolio and provide additional direction to staff as necessary regarding the contents of the Final Operating and Capital Budgets, for final adoption on June 28, 2024 and forward the Budget to the full Board for initiation at the Public Hearing.

III. DISCUSSION/BACKGROUND

The Board of Directors must adopt the Final FY25 and FY26 Operating Budget and FY25 Capital Budget-Portfolio by June 30, 2024. The Final FY25 and FY26 Operating Budget and the FY25 Capital Budget-Portfolio are presented this month for Board and public review. A public hearing has been scheduled for 9:00 am, June 28, 2024.

On June 23, 2023, the Board adopted the Final FY24 and FY25 Operating Budgets. Santa Cruz METRO produces a 2-year rolling Budget. This Budget revises the June 2023 FY25 Operating Budget and presents a new FY26 Preliminary Operating Budget.

Metro held a Budget Workshop with the Unions on May 8, 2024 to answer questions about the two-year Final FY25 and FY26 Operating Budget and FY25 Capital Budget-Portfolio to obtain input from its union partners.

The presentation of financials on the Summary page in Attachment C are presented in this format:

Operating Revenues are directly associated with ridership and represent the amounts paid by the rider or organizations to use transit services. The categories include Passenger-paid fares (Local and Highway 17 Fares) and Organization-paid fares (Special transit fares: contracts with the local colleges and Highway 17 partners).

Operating Expenses are the expenses associated with the operation of the transit agency and goods and services purchased for the operation of the system, such as Labor (Salaries & Wages), Fringe Benefits, Non-Personnel Expenses (Services, Materials and Supplies, Utilities, Insurance, and Other expenses). This provides a quick and easy view of the Farebox Recovery.

The Non-Operating Revenue and Expenses section provides insight into revenue and expenses that are not directly or/and immediately impacted by increase/decrease of ridership.

Non-Operating Revenues represent external sources such as Sales Tax Revenue, Federal/State Grants, and all other forms of income (Advertising, Rental, etc.) that is used to support Metro operations and capital investments.

Non-Operating Expenses are costs such as the Pension UAL costs (previously reported as part of Fringe benefits) which are the additional costs incurred to cover the shortfall of pension funding and the payments for the Sales Tax Revenue Bond.

This presentation aligns Metro’s financial reporting more closely with other transportation agencies and allows for an easier comparison of revenues and costs related to ridership and external sources.

Attachment C – Page 1

A. Operating Revenues

Operating Revenues, related to ridership, total \$6,247K in FY25 and \$9,559K in FY26. Major Operating Revenue assumptions in the Final FY25 Budget over the FY24 Final Budget, adopted in June 2023, include:

- Passenger Fares – overall decrease of \$2,495K, or 81.0%. While ridership is expected to increase by 221.5% for Fixed Route, 5.0% for Paratransit, and 16.7% for Highway 17; Metro’s pilot program of Zero Fares for All, beginning in September 2024 for 12 months results in a loss of \$2,803K in Passenger Fare revenues
- Special Transit Fares – overall decrease of \$433K, or 7.1%; primarily due to Metro’s pilot program of Zero Fares for All, beginning in September 2024 for 12 months that results in a loss of \$579K in Special Transit Fare revenues

FY26 will see increases of 53.0% overall for Operating Revenue sources as a result of the expiration of the Zero Fares for All expiring in August 2025

B. Operating Expenses

Operating Expenses, excluding Pension UAL/Sales Tax Revenue Bond payments (which are discussed in Section C), total \$72,464K in FY25 and \$74,608K in FY26. Operating Expenses assumptions in the Final FY25 Budget over the FY24 Final Budget, adopted in June 2023, include:

Personnel Expenses (Labor and Fringe Benefits) increased overall by \$12,447K, or 28.8%, vs. FY24 Budget

- Regular Labor Costs – increase \$6,726K, or 33.3%
 - COLA of 4% along with contractual items of step and longevity increases
 - Net 98 new FTE added, proposed incremental positions:

Customer Experience Manager	Assistant Operations Manager - Paratransit	Assistant Operations Manager - Fixed Route
Parts & Material Clerk	Mobility Coordinator	Payroll Supervisor
Marketing Specialist (2 FTE)	Deputy Director of Operations	Special Project Manager
Mechanic I-II's (3 FTE)	Business Systems Administrator	Full Stack Developer
		Transit Supervisors (8 FTE)

Senior Full Stack Developer

Bus Operators (80 FTE)

Paratransit Operators (7 FTE)

Partially offset by De-Funded positions:

Customer Service Manager

Marketing Assistant

Senior Payroll Specialist

Parts & Materials Supervisor

Senior Database Administrator

Paratransit Eligibility Coordinator

Accessibility Service Coordinator

Operations Manager - Paratransit

Operations Manager - Fixed Route

Database Administrator

Project Manager

IT Project Coordinator

Assistant Operations & Customer Service Manager

- Overtime - decrease of \$275K, or 23.5%, as recruitment increased to fill vacancies in FY24
- Fringe Benefits costs - increase of \$5,996K, or 27.5%, primarily due to do the increased headcount along with increased cost for Medical insurance (an average of 12% across all plans), and the COLA of 4% that impacts Annual, Sick, and Holiday payments

Non-Personnel Expenses Excluding Sales Tax Revenue Bond related costs (which are represented in Section C below) decreased by 5.0% or \$893K vs FY24 Budget, primarily due to non-recurring one-time costs in FY24

- Services – decrease 9.7% or \$749K due to:
 - Admin/Bank Fees decrease 45.9% primarily due to the Zero Fares for All pilot program resulting in 10 months that cash revenue pick-ups will not be needed
 - Professional/Technical Fees decrease 30.6% due to multiple one-time initiatives and programs in FY24 that will not be repeated in FY25
 - Legislative Services decrease 44.9% as the contract for consultant services to assist with future funding of the zero emission program winds down
 - Repair – Revenue Vehicles increase 36.3% primarily due increased costs for repair of Cummins engines and New Flyer differentials
 - Security Services increase 67.9% as result of the Zero Fares for All pilot program to ensure all riders feel safe
- Mobile Materials & Supplies – increase of 0.3% or \$15K due to:
 - Tires & Tubes increase 51.3% primarily due to inflationary costs

- Fuel & Lube decrease 1.7% due to projected lower costs for both Revenue and Non-Revenue vehicles, primarily the CNG costs which have had a significant price decrease in 2024
- Other Materials & Supplies – overall decrease of 17.7% or \$160K primarily related to non-recurring costs from FY24 for One Ride at a Time bus wraps, and materials related to the Strategic Revenue planning initiatives and workshops
- Utilities – increase of 15.2% or \$139K primarily due to estimated increase for Gas & Electric (expected rate increase from PG&E) along with increased Propulsion Power as more ZEB buses are put into service
- Casualty & Liability – decrease of 13.9% or \$185K related to the decrease of insurance premiums; amount will be adjusted if the invoices are available before the June Board meeting
- Taxes – increase of 15.0% or \$9K due to higher costs for Customer Service parking permits, increased Co-Op fees and higher Fuel Tax
- Misc. Expense – decrease of 1.0% or \$10K primarily due to reduced Marketing costs for Advertising, Employee Incentive Programs, and Travel; partially offset by increased training costs due to delay of Employee Workforce Training for new Hydrogen Bus & Infrastructure from FY24
- Interest Expense & Debt Service
 - Interest Expense - Loan – decrease of 100.0% or \$1K due to interest payment on bus lease contract ending in FY24
 - Debt Service – Interest Expense POB and Principal POB are discussed in Section C below
- Leases & Rentals – increase 15.0% or \$49K primarily due to increased CPI costs for the facility in Watsonville for Operations and ParaCruz facilities

Major Operating Expense assumptions in the preliminary Final FY26 Budget over the FY25 Budget include:

Personnel Expenses (Labor and Fringe Benefits) increased overall by \$3,519K, or 6.3%, excluding the Pension UAL costs

- Wages – increase \$1,776K, or 6.6%
 - COLA of 4.0% and contractual items of step and longevity increases
- Overtime - increase of \$29K, or 3.3%
- Fringe Benefits costs– increase \$1,713K, or 6.2%
 - Anticipated increase in Medical insurance premiums, effective in January 2025, partially offset by;
 - Projected decrease in Retirement as per CalPERS Annual Valuation Report from 10.8% in FY25 to 10.6% in FY26

Non-Personnel Expenses Excluding Sales Tax Bond related costs (which are represented in Section C below) decreased by 8.2% or \$1,375K; primarily due to non-recurring costs from FY25

C. Non-Operating Revenue/(Expense)

Non-Operating Revenue/(Expense) totals \$69,291K in FY25 and \$67,904K in FY26. Non-Operating Revenue/(Expense) assumptions in the Final FY25 Budget over the FY24 Final Budget, adopted in June 2023, include:

Sales Tax Revenues

- 1979 Gross Sales Tax (1/2 cent) – flat to FY24, a conservative estimate based on overall inflation and decline of amounts received in FY24
- 2016 Net Sales Tax (Measure D) – flat to FY24, the projected increase mirrors the anticipated forecast in the 1979 Gross Sales Tax (1/2 cent).

Federal/State Grants

- Transportation Development Act (TDA-LTF) - decrease of 2.4% or \$211K, as per recent allocations
- FTA 5307 – increase 57.4% or \$2,220K, due to the final drawdown of American Rescue Plan Act of 2021 (ARPA) funding in FY24
- FTA STIC – increase 100.0% or \$5,613K, due to the final drawdown of American Rescue Plan Act of 2021 (ARPA) funding in FY24
- LCTOP – net increase of 132.3% or \$988K, amounts are based on funding allocated from the State Controller’s Office (SCO) from the Greenhouse Gas Reduction Fund via the Regional Transportation Commission (RTC) and are comprised of the new \$1,200K grant to partially offset Zero Fares for All program, and extension of Youth Cruz Free program grant of \$535K
- Transit and Intercity Rail Capital Program (TIRCP), Workforce Training – increase of 60.0% or \$193K due to the delay of Employee Workforce Training for new Hydrogen Bus & Infrastructure from FY24
- Transit and Intercity Rail Capital Program (TIRCP), Service Expansion – increase of 100% or \$10,800K, in anticipated drawdown in FY25 to support the service expansion and Zero Fares for All pilot program

COVID Relief Grants

- American Rescue Plan Act of 2021 (ARPA) – decrease 100% or \$9,959K; based on the final drawdown in FY24 for reimbursement of allowable personnel and operating expenses.

All Other Revenue

- Advertising Income – decrease of 30.0% or \$52K, as a result of limited availability of space for advertising on buses after the launch of the One Ride at a Time campaign

- Rental Income – decrease of 32.4% or \$34K, as a result of the remodel of Pacific Station Metro will be unable to rent space at that location; partially offset by a slight increase of rentals at the Watsonville Transit Center
- Interest Income – increase of 187.7% or \$1,418K, based on current trends and the cash balance at the Treasury
- All Other Income – decrease of 37.0% or \$77K, primarily due to the CNG sales as a result of lower prices pass through to customers will be lower

Pension UAL/Sales Tax Revenue Bond Debt Service

Increase 16.1% or \$670K primarily due to the Pension UAL payment based on the CalPERS Actuarial report from June 2022

Overall decreases in Non-Operating Revenue/Expense Sources budgeted in FY26 of 2.0% or \$1,387K, primarily driven by:

- TIRCP Workforce Training Grant – decline 200.0%
- LCTOP Zero Fares for All Grant – decline of 100.0%
- Pension UAL – increase of 85.0%

Attachment C – Page 4

D. Transfers & Operating Balance

Operating Balance before Transfers total \$3,073,475 in FY25 and \$2,854,636 in FY26. Assumptions in the preliminary FY25 budget over the FY24 Final budget, adopted in June 2023, include:

- Transfers to Capital Budget/Bus Replacement Fund of \$3,095K is a slight decrease of 2.1% or \$67K. This amount is consistent with the goal to honor our commitment to the Capital Budget and maintain assets in a state of good repair by committing a minimum of \$3.0M each year from the Measure D and TDA-STA transfer from Operating, along with STA-SGR that goes directly to the Capital Budget.
 - Available Measure D revenues are 1.7% or \$41K lower than FY24
 - STA-SGR grant is 3.2% or \$26K lower than FY24
 - Total Transfer to Bus Replacement Fund is \$3,094K in FY25
- Transfers to/(from) Operating and Capital Reserve Fund of \$6,824K is an decrease of 10.5% or \$802K
 - Fuel Tax – decrease by 50% or \$146K due to the Fuel tax credit expiring in December 2024
 - UAL & OPEB – the \$2,000K transfer is flat with FY24
 - Reserves Replenishments – decrease by 49.2% or \$679K transfer to the Operational Sustainability Reserve Fund to meet target balance of three (3) months of the average operating expenses for the most current fiscal year’s budget, in accordance with Metro’s Revised Reserves Policy, adopted on Nov, 15, 2019).

- Operating and Capital Reserve Fund – the \$4,000K transfer is flat with FY24; Funds are committed 100% towards the local match for multiple Capital Projects (detailed in Attachment B) presented to the Board for consideration and approval as part of the Adoption of the Final Budget in June 2024.
- Transfers from Covid Recovery Fund of \$6,060K is an increase of 146.2%; Funds from the Covid Recovery Fund will be reinvested in the FY25 Budget and beyond to sustain services during the period of ridership recovery to pre-pandemic levels and will be primarily allocated to one-time programs and initiatives

An overall decrease in the budgeted Transfers & Operating Balance in FY26 is 7.1% or \$219K

- Capital Budget/Bus Replacement Fund increases by 0.7% or \$17K
- Reserves Replenishments increases by 24.9% or \$169K
- Operating & Capital Reserve Fund decreases by 50.0% or \$146K
- CalPERS UAL & OPEB decreases by 100% or \$2,000K
- Covid Recovery Fund transfer decreases 28.7% or \$1,741K

E. Capital Budget

The Final FY25 Capital Budget-Portfolio as shown in Attachment E totals \$115,375K.

The current FY25 Capital Budget-Portfolio consists of ongoing projects rolled forward from FY24 along with new projects which are funded by a variety of sources.

In FY18, a new capital Budget funding strategy was adopted by the Board that results in a minimum of \$3.0M per year being dedicated to the annual capital Budget. This new strategy created the “Bus Replacement Fund” and establishes consistent annual transfers of STA-SB1 funds and Measure D funds to the capital Budget that are needed to provide funding and stability for the required local match for obsolete fixed-route buses and Paratransit vehicles.

Annual unspent Measure D and STA-SGR funds will ‘accumulate’ in the Bus Replacement Fund until they are allocated to specific projects and spent on new replacement buses and vans.

The following amounts are dedicated to the Bus Replacement Fund in FY25:

- (2016 Net Sales Tax) – Measure D - \$2,309K (transfer from Operating Budget)
- STA-SGR - \$786K (goes directly to the capital Budget)
- Total = \$3,095K

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

- New and Ongoing Construction Related Projects:
 - Ongoing – METRO Owned ParaCruz Facility Project – \$2,024K from the Operating & Capital Reserve Fund. The project is identified as critical to move the agency forward towards a sustainable future, in support of the

METRO 10-Year Strategic Business Plan and was approved by the Board on November 15, 2019.

- Ongoing – Pacific Station/Metro Center Redevelopment with the City of Santa Cruz – \$4,491K, over four years, \$3,991K from the Bus Replacement Fund and the remaining \$500K from The Transit and Intercity Rail Capital Program (TIRCP) grant toward the redevelopment of the facility. Only the \$500K from the TIRCP grant is remaining and in the FY25 Portfolio
- Ongoing – Watsonville Parking Lot - \$1,500K from the Operating & Capital Reserve Fund.
- Ongoing – Hydrogen Fueling Station – \$11,900K funded by a \$8,950K TIRCP grant and \$2,750K from the Operating & Capital Reserve Fund, and the remaining \$200K from Federal 5339(b) Funds for the design and construction of a permanent hydrogen fueling station. Metro will partner with several experts in the industry to design and construct the fueling station. It is anticipated that the construction will begin in early 2024 and conclude by 2025 when the vehicles are delivered for testing and acceptance.
- New - Temporary Hydrogen Fueling Station - \$4,500K from the Operating & Capital Reserve Fund in order to procure a temporary hydrogen fueler to bridge the gap between delivery of hydrogen fuel cell buses and the completion of the permanent hydrogen fueling station
- New – Rapid Bus Enhancement - \$9,500K funded by a \$5,100K TIRCP grant and \$4,400K from the Operating & Capital Reserve Fund to provide transit enhancements along the Soquel Drive Corridor in the County of Santa Cruz, from La Fonda Avenue to Freedom Boulevard.
- New – Watsonville Station Redevelopment - \$8,500K from the TIRCP grant to redevelop the Watsonville Transit Center into an updated Transit and Mobility Center, with a four-story, 60+-unit, net-zero affordable housing development, to assist in serving historically disadvantaged communities with increased access to affordable housing and supporting mode shift from Single Occupancy Vehicle (SOV) use to transit.
- New & Ongoing- IT Projects
 - Ongoing – Enterprise Resource Planning (ERP) System – The current financial system was purchased in the late 1990’s, more than 20 years ago. The new system will incorporate Core Financials, Fixed Assets, HCM, Payroll, Purchasing, and Budgeting for a more efficient and integrated system. The total Budget is \$3,850K – of which \$200K for consulting costs were paid in FY23 from Operating Expenses with the remaining \$3,650K to be capitalized and funded from the Operating & Capital Reserve Fund.
 - New – Integrated Ticketing & Schedule Optimization - \$375K from the TIRCP grant that will seek to increase transit ridership by improving the customer experience through the implementation of contactless payments via contactless debit or credit card tap and go. Phase 2 will involve schedule

optimization across local and regional agencies in order to reduce transfer times.

- New & Ongoing – Facilities Upgrades and Improvements
 - Ongoing - JKS Facility – Upper security gates; this project will automate two gates, installation of a pedestrian access gate at JKS which will be funded with \$511K from the Operating & Capital Reserve Fund.
 - Ongoing – Maintenance Facility Upgrades - \$1,375K from TIRCP grant for the infrastructure improvement and modifications needed to maintain and support the addition of hydrogen cell buses to METRO’s fleet
 - New – 23 Bus Shelters, benches, and 18 trash cans - \$508K from the CalTrans Clean CA Transit Program and \$108K from the Operating & Capital Reserve Fund to purchase and install bus shelters, including the creation of a pad if needed and solar lighting. This will provide safer locations for riders to wait for the bus, as well as provide consistent branding for METRO as it looks to increase ridership over the next several years
- New & Ongoing – Fleet & Maintenance Equipment
 - New - Training Aids, Simulators, Components & Equipment – this project will provide a Bus simulator to aid in the training of newly hired bus operators freeing up buses that will be used in the field; the project will be funded with \$444K from Federal 5339(c) LoNo Funds and \$111K from Measure D Reserve Fund.
 - New – Pressure Washer System - \$200K from the Operating & Capital Reserve Fund will be used to purchase a new bus washing system, replacing the old, unreliable system currently installed
- New & Ongoing – Vehicle Replacement & Infrastructure Projects – Santa Cruz METRO has been awarded grants from a variety of Federal, State, and local agencies to replace aging revenue and non-revenue (service) vehicles which are in alignment with Santa Cruz METRO’s strategy to begin replacing its fossil-fueled bus fleet with all zero emission buses by 2040.
 - New - Hydrogen Fuel Cell buses (53) - \$71,428K, the new vehicles are expected to be delivered in 2025 for testing and acceptance and are being funded by Federal 5339 Funds (\$23.4M), TIRCP (\$13.0M), LPP (\$1.0M), VW Grant (\$25.0M), STA-SGR (\$3.4M), and Measure D (\$5.7M)
 - New – Additional Bus Components - \$515K from Measure D will be used to procure replacement part, radios, AVL/ITS, APC, and One Ride at a Time wraps for buses purchased in FY24
- Miscellaneous – reflects a proposed transfer of \$202K from the Operating & Capital Reserve Funds to the FY25 Capital Budget-Portfolio for small projects, typically costing less than \$100K, that are identified throughout the year and do not qualify for Federal or State grants.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

The proposed two-year FY25 and FY26 Operating Budgets – Attachment C total \$77,307,362 and \$80,021,579 respectively. In addition, METRO will be transferring: \$2,308,889 in FY25 and \$2,215,615 in FY26 to the Capital Budget (Bus Replacement Fund), \$2,000,000 in FY25 and zero in FY26 for the UAL & OPEB liability, \$4,145,548 in FY25 and \$4,000,000 in FY26 for Grant matching (includes Fuel Tax Credit), \$678,554 in FY25 and \$847,736 in FY26 to Reserve Replenishment, and \$6,059,516 in FY25 and \$4,318,834 in FY26 from the COVID-19 Recovery Fund

These results match the total Operating Revenue Budget of \$80,380,837 in FY25 and \$82,876,215 in FY26. This is a Final Budget, which reflects available data regarding revenues and expenses. The Final two-year Budget will be presented to the Board of Directors on June 28, 2024.

The Final FY25 Capital Budget-Portfolio– Attachment E totals \$115,375,215

VI. ALTERNATIVES CONSIDERED

There are no recommended alternatives at this time. Staff recommends that the Finance, Budget and Audit Committee take input on the Final FY25 and FY26 Operating Budget and FY25 Capital Budget-Portfolio and provide additional direction to staff as necessary regarding the contents of the Operating and Capital Budgets.

VII. CHANGES FROM COMMITTEE

None

VIII. ATTACHMENTS

- Attachment A:** Presentation of FY25 and FY26 Final Operating Budgets and FY25 Capital Budget-Portfolio
- Attachment B:** 5 – Year Budget Plan
- Attachment C:** FY25 and FY26 Operating Budgets
- Attachment D:** Authorized and Funded Personnel
- Attachment E:** FY25 Capital Budget/Portfolio
- Attachment F:** FY25 Board Member Travel
- Attachment G:** FY25 & FY26 Employee Incentive Program
- Attachment H:** FY25 & FY26 Board Authorized METRO Support Activities
- Attachment I:** FY25 & FY26 Memberships
- Attachment J:** Preliminary Schedule of Reserve Balances
- Attachment K:** Measure D: 5-Year Program of Projects (FY25 – FY29)
- Attachment L:** Resolution Acceptance of Budget

Prepared By: Cathy Downes, Sr. Financial Analyst

IX. APPROVALS:

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



Corey Aldridge, CEO/General Manager





FY25 & FY26 Final Operating Budget Review

Board of Directors

June 28, 2024

Chuck Farmer, Chief Financial Officer

Overview of Today's Presentation

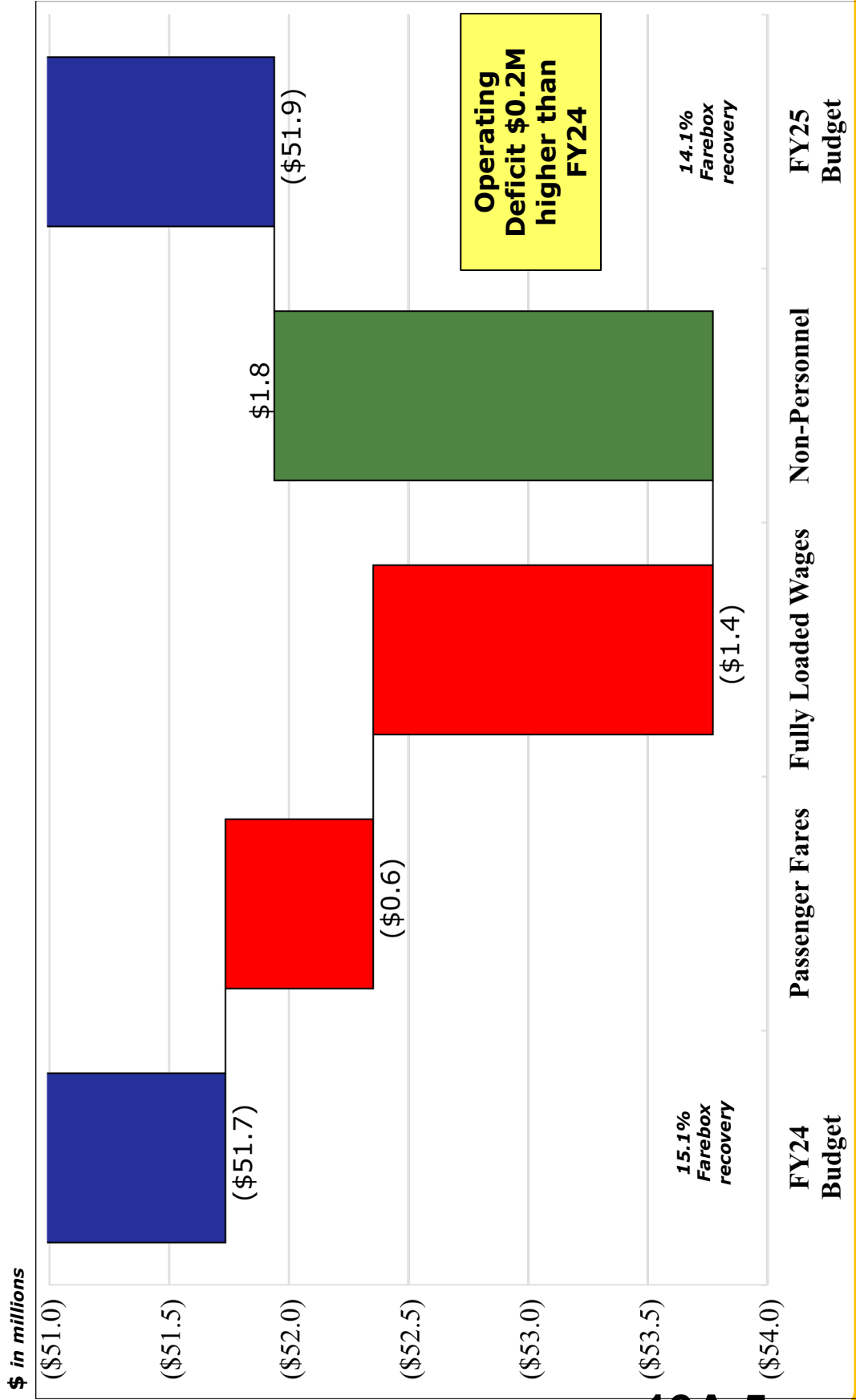
- FY25 Final Operating Budget - Base
 - FY24 – FY25 Budget Summary
 - FTE Changes
- FY25 Final Operating Budget - Consolidated
 - FY24 – FY25 Budget Summary
 - Phase 1 & 2
 - Zero Fares
 - Transfers
- FY26 Final Operating Budget – Base & Consolidated
 - FY25 – FY26 Budget Summary
- Operating Budget Risks
- Projected Operating Reserves
- FY25 Capital Budget/Portfolio
- FY25 & FY26 Additional Information
- Budget Timeline
- Appendix

FY25 Final Operating Budget

FY24 – FY25 Base Walk down Final

000's	
FY24 Operating Surplus before Transfers - Base	\$ 7,514
<u>Changes in Revenue</u>	
Youth Free Fares	(\$ 763)
Net Contracts	146
Total Operating Revenue	(\$ 617)
<u>Changes in Expenses</u>	
COLA @ 4%	(\$ 1,326)
Increased Medical, Dental, Vision costs	(92)
Reduced Professional/Tech Fees	862
Fuel cost reduction	69
All Other (training, advertising, liability insurance)	901
Total Operating Expense	\$ 414
<u>Changes in Non-Operating Revenue/(Expense)</u>	
Sales Tax, including Measure D	-
State/Federal Grants, net	\$ 7,415
ARPA COVID Relief Grant	(\$ 9,959)
UAL costs from CalPERS report	(\$ 670)
Interest Income	1,418
All Other Revenue	(162)
Total Non-Operating Revenue/(Expense)	(\$ 1,959)
Total of all Changes	(\$ 2,162)
FY25 Operating Surplus/(Deficit) before Transfers - Base	\$ 5,352

FY24-FY25 Budget Drivers of Base Operating Deficit



FY24 – FY25 Budget Summary - Base Final

	FY24 Budget	FY25 Budget	Year over Year Change	Year over Year Change %
\$000's				
Operating Revenue				
Passenger Fares	\$ 3,080	\$ 2,317	(\$ 763)	(24.8%)
Special Transit Fares	6,095	6,241	146	2.4%
Total Operating Revenues	\$ 9,175	\$ 8,558	(\$ 617)	(6.7%)
Operating Expense				
Labor - Regular	\$ 20,220	\$ 21,822	\$ 1,602	7.9%
Labor - OT	1,171	896	(275)	(23.5%)
Fringe	21,813	21,906	92	0.4%
Non-Personnel	17,706	15,874	(1,832)	(10.3%)
Total OpEx	\$ 60,911	\$ 60,497	(\$ 414)	(0.7%)
Operating Surplus/(Deficit)	(\$ 51,736)	(\$ 51,939)	(\$ 203)	0.4%
	15.1%	14.1%		
Non-Operating Revenue/(Expense)				
Sales Tax/including Measure D	\$ 31,808	\$ 31,808	-	0.0%
Federal/State Grants	20,415	27,830	7,415	36.3%
COVID Relief Grants	9,959	-	(9,959)	(100.0%)
Pension UAL/Bond Payment*	(4,173)	(4,843)	(670)	16.1%
All Other	1,240	2,496	1,256	101.3%
Total Non-Operating Revenue	\$ 59,250	\$ 57,291	(\$ 1,959)	(3.3%)
Operating Surplus/(Deficit) before Transfers	\$ 7,514	\$ 5,352	(\$ 2,162)	(28.8%)

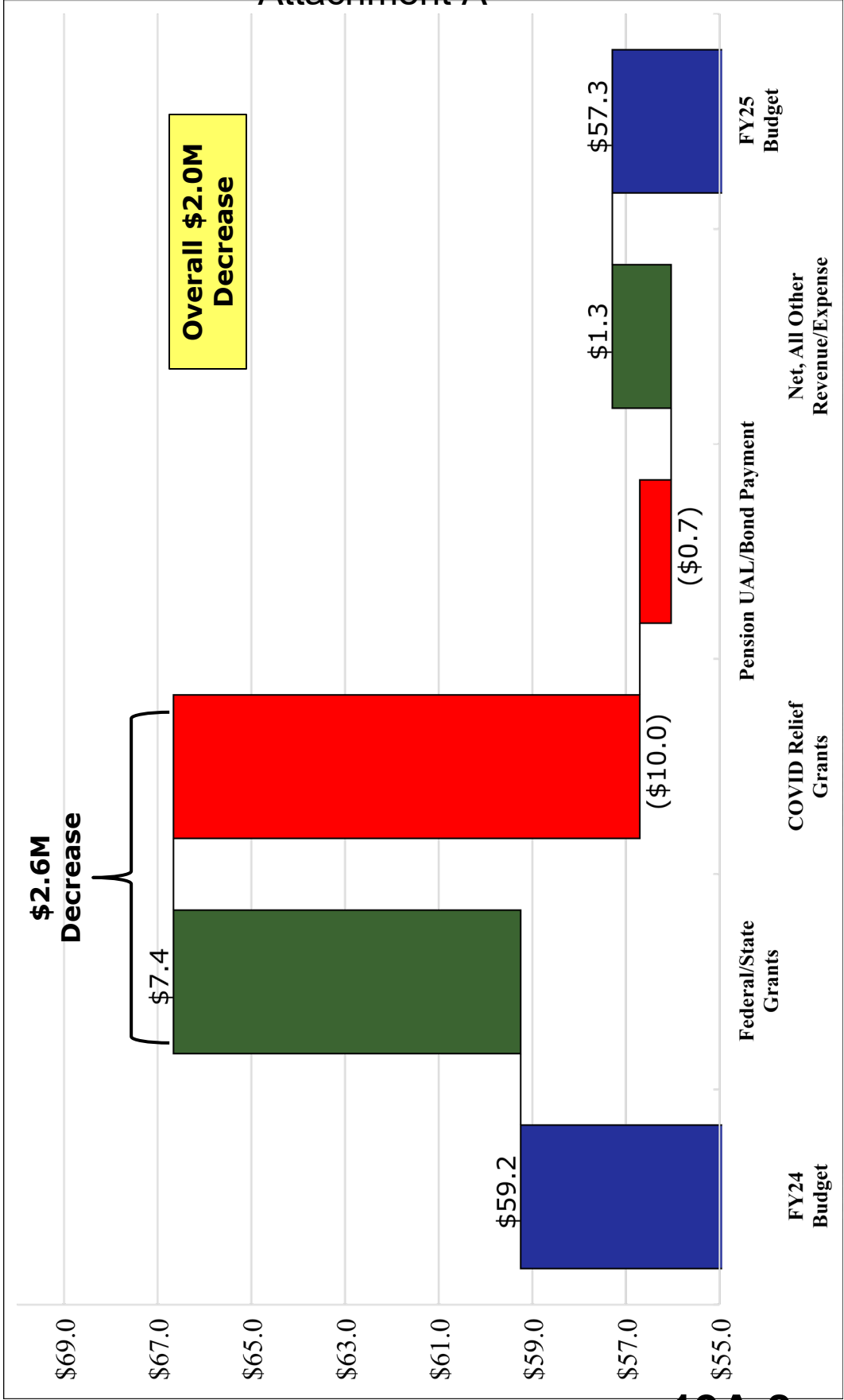
FY24 – FY25 Proposed FTE Changes – Base Final

Final Adopted FY24, 6/23/2023		331
Unfunded	Funded	
Customer Service Manager	Customer Experience Manager	
Marketing Assistant	Marketing Specialist (2 FTE)	
Parts & Materials Supervisor	Parts & Material Clerk	
Operations Manager - Paratransit	Assistant Operations Manager - Paratransit	
Operations Manager - Fixed Route	Assistant Operations Manager - Fixed Route	
Accessibility Service Coordinator	Mobility Coordinator	
Senior Payroll Specialist	Payroll Supervisor	
Database Administrator	Full Stack Developer	
Senior Database Administrator	Senior Full Stack Developer	
Paratransit Eligibility Coordinator	Deputy Director of Operations	
Assistant Operations & Customer Service Mgr	Special Project Manager	
Project Manager	Business Systems Administrator	
IT Project Coordinator		
Proposed FY25, March 2024		331

- ✓ No new, net, positions in FY24 for Base Operations
- ✓ FTE changes have been presented/approved by the Board during FY24

FY24-FY25 Drivers of Non-Operating - Base Revenue/Expense Final

\$ in millions



FY25 Final Operating Budget **Phase 1 & 2** **Zero Fares**

FY24 - FY25 Budget Summary - Consolidated Final

Attachment A

	June-23	FY25 Final Budget			Year over	Year over Year
	Budget FY24	Base	Phase 1 & 2	Free Fares	Year Change	Change %
Operating Revenue						
Passenger Fares	\$ 3,080	\$ 2,317	\$ 1,070	(\$ 2,803)	(\$ 2,495)	(81.0%)
Special Transit Fares	6,095	6,241	-	(579)	(433)	(7.1%)
Total Operating Revenue	\$ 9,175	\$ 8,558	\$ 1,070	(\$ 3,381)	(\$ 2,928)	(31.9%)
Operating Expense						
Labor - Regular	\$ 20,220	\$ 21,822	\$ 5,124	-	\$ 6,726	33.3%
Labor - OT	1,171	896	-	-	(275)	(23.5%)
Fringe	21,813	21,906	5,904	-	5,996	27.5%
Non-Personnel	17,706	15,874	618	321	(893)	(5.0%)
Total Operating Expense	\$ 60,911	\$ 60,497	\$ 11,646	\$ 321	\$ 11,553	19.0%
Operating Surplus/(Deficit)	(\$ 51,736)	(\$ 51,939)	(\$ 10,576)	(\$ 3,703)	(\$ 14,482)	28.0%
<i>Farebox Recovery</i>	<i>15.1%</i>	<i>14.1%</i>				
Non-Operating Revenue/(Expense)						
Sales Tax/including Measure D	\$ 31,808	\$ 31,808	-	-	-	0.0%
Federal/State Grants	20,415	27,830	-	-	7,415	36.3%
TIRCP & LCTOP Grant	-	-	8,619	3,381	12,000	N/A
COVID Relief Grants	9,959	-	-	-	(9,959)	(100.0%)
Pension UAL/Bond Payment	(4,173)	(4,843)	-	-	(670)	16.1%
All Other Revenue	1,240	2,496	-	-	1,256	101.3%
Total Non-Operating Revenue/(Expense)	\$ 59,250	\$ 57,291	\$ 8,619	\$ 3,381	\$ 10,041	16.9%
Operating Surplus/(Deficit) before Transfers	\$ 7,514	\$ 5,352	(\$ 1,957)	(\$ 321)	(\$ 4,440)	(59.1%)

Zero Fares September 2024 – August 2025; 10 months in FY25, and 2 months in FY26

FY25 – FY26 Phase 1 & 2 Summary Final

	June-24 Budget FY25	Plan FY26	Total
Operating Revenue			
Passenger Fares	\$ 1,070	\$ 1,264	\$ 2,334
Total Operating Revenue	\$ 1,070	\$ 1,264	\$ 2,334
Operating Expense			
Labor - Regular	\$ 5,124	\$ 5,647	\$ 10,771
Fringe	5,904	6,472	12,376
Non-Personnel	618	695	1,312
Total Operating Expense	\$ 11,646	\$ 12,814	\$ 24,459
Operating Surplus/(Deficit)	(\$ 10,576)	(\$ 11,549)	(\$ 22,125)
<i>Farebox Recovery</i>	9.2%	9.9%	
Non-Operating Revenue/(Expense)			
Sales Tax/including Measure D	\$ 8,619	\$ 10,025	\$ 18,643
TIRCP Grant	\$ 8,619	\$ 10,025	\$ 18,643
Total Non-Operating Revenue/(Expense)	(\$ 1,957)	(\$ 1,525)	(\$ 3,482)
Operating Surplus/(Deficit) before Transfers			

98 Total Personnel Increases

- 80 Bus Operators
- 8 Transit Supervisors
- 7 Paratransit Operators
- 3 Mechanic I-II's

One Time

TIRCP Grant will cover (81.5% of FY25 and 86.8% of FY26) costs for Phase 1 & Phase 2 service expansion

FY25 – FY26 September 2024 through August 2025 Zero Fares Summary Final

	10 Months Zero Fares June-24	2 Months Zero Fares Plan FY26	Total
Operating Revenue			
Passenger Fares	(\$ 2,803)	(\$ 657)	(\$ 3,460)
Special Transit Fares	(579)	(118)	(697)
Total Operating Revenue	(\$ 3,381)	(\$ 775)	(\$ 4,157)
Operating Expense			
Non-Personnel	\$ 321	\$ 49	\$ 371
Total Operating Expense	\$ 321	\$ 49	\$ 371
Operating Surplus/(Deficit)	(\$ 3,703)	(\$ 825)	(\$ 4,527)
Non-Operating Revenue/(Expense)			
TIRCP & LCTOP Grant	\$ 3,381	\$ 775	\$ 4,157
Total Non-Operating Revenue/(Expense)	\$ 3,381	\$ 775	\$ 4,157
Operating Surplus/(Deficit) before Transfers	(\$ 321)	(\$ 49)	(\$ 371)

Savings from Armored Car pickup/Bank fees during trial period

Increased costs from additional security

One Time TIRCP & LCTOP Grants will cover Zero Fares – **10 months in FY25, and 2 months in FY26**

Transfers – Consolidated Final

- **Transfers**
 - Total transfers decrease \$0.8M, or 8.4%, vs. FY24 budget; driven by decreases in Reserve Replenishment of \$0.7M, Capital/Bus Replacement Fund of \$0.04M, and Fuel Tax Credit of \$0.1M
 - The Fuel Tax Credit was only renewed through December 2024 as part of the Federal Inflation Reduction Act

\$000's	FY24 Budget	FY25 Budget	Year over Year Change	Year over Year Change %
Operating Surplus/(Deficit) before Transfers	\$ 7,514	\$ 3,073	(\$ 4,440)	(59.1%)
Transfers and Other				
Capital/Bus Replacement Fund	\$ 2,350	\$ 2,309	(\$ 41)	(1.7%)
CalPERS UAL & OPEB liability	2,000	2,000	-	0.0%
Fuel Tax Credit	291	146	(146)	(50.0%)
Grant Matching Operating/Capital Reserves	4,000	4,000	-	0.0%
Reserve Replenishments	1,335	679	(656)	(49.2%)
Total Operating/Capital Transfers	\$ 9,976	\$ 9,133	(\$ 843)	(8.4%)
Total Deficit	(\$ 2,462)	(\$ 6,060)	(\$ 3,598)	146.2%

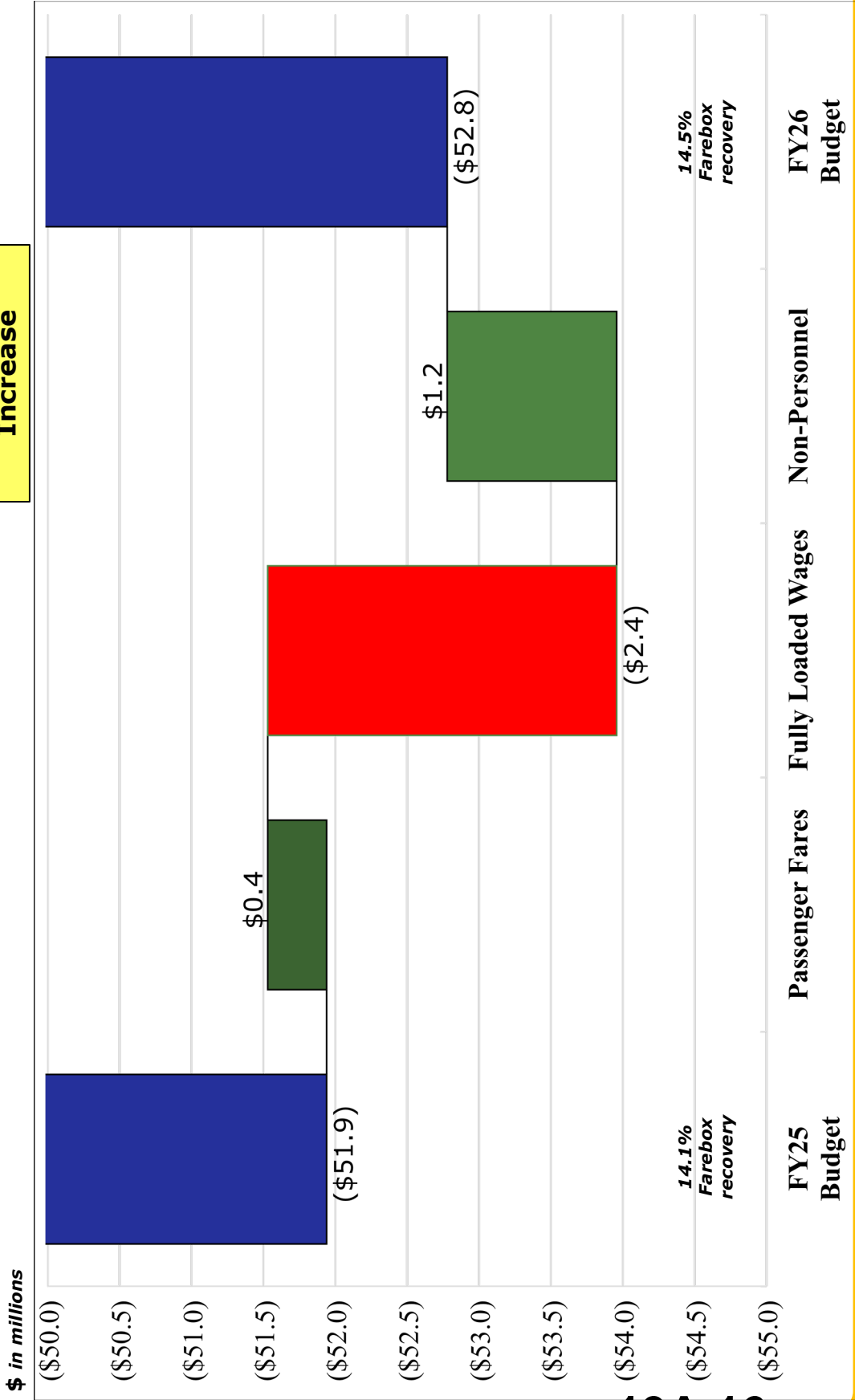
FY25 – FY26 Operating Budget **Final**

FY25 TO FY26 Walk Down Base - Final

000's	
FY25 Operating Surplus/(Deficit) before Transfers - Base	\$ 5,352
<u>Changes in Revenue</u>	
Passenger Fares	\$ 388
Net Contracts	21
Total Operating Revenue	\$ 409
<u>Changes in Expenses</u>	
Labor/OT/Fringe - 4% COLA, 7.2% Medical	(\$ 2,428)
Non Personnel related to Training, Repair of Revenue Vehicles	1,180
Total Operating Expense	(\$ 1,248)
<u>Changes in Non-Operating Revenue/(Expense)</u>	
Sales Tax, including Measure D	\$ 318
State/Federal Grants, net	125
UAL costs from CalPERs report	(570)
All Other Revenue	(60)
Total Non-Operating Revenue/(Expense)	(\$ 187)
Total of all Changes	(\$ 1,026)
FY26 Operating Surplus/(Deficit) before Transfers - Base	\$ 4,326

FY25-FY26 Budget Drivers of Operating - Base Surplus/(Deficit) **Final**

Overall \$0.9M Increase



FY25 – FY26 Budget Summary - Base Final

Attachment A

	FY25 Budget	FY26 Budget	Year over Year Change	Year over Year Change
<i>\$000's</i>				
Operating Revenue				
Passenger Fares	\$ 2,317	\$ 2,705	\$ 388	16.7%
Special Transit Fares	6,241	6,262	21	0.3%
Total Operating Revenues	\$ 8,558	\$ 8,967	\$ 409	4.8%
Operating Expense				
Labor - Regular	\$ 21,822	\$ 23,076	\$ 1,254	5.7%
Labor - OT	896	925	29	3.3%
Fringe	21,906	23,051	1,145	5.2%
Non-Personnel	15,874	14,694	(1,180)	(7.4%)
Total OpEx	\$ 60,497	\$ 61,745	\$ 1,248	2.1%
Operating Surplus/(Deficit)	(\$ 51,939)	(\$ 52,778)	(\$ 839)	1.6%
	14.1%	14.5%		
Non-Operating Revenue/(Expense)				
Sales Tax/including Measure D	\$ 31,808	\$ 32,126	\$ 318	1.0%
Federal/State Grants	27,830	27,955	125	0.5%
Pension UAL/Bond Payment*	(4,843)	(5,413)	(570)	11.8%
All Other	2,496	2,435	(60)	(2.4%)
Total Non-Operating Revenue	\$ 57,291	\$ 57,104	(\$ 187)	(0.3%)
Operating Surplus/(Deficit) before Transfers	\$ 5,352	\$ 4,326	(\$ 1,026)	(19.2%)

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FY25 – FY26 Budget Summary – Consolidated Final

	FY25 Budget	FY26 Budget	Year over Year Change	Year over Year Change %
Operating Revenue				
Passenger Fares	\$ 585	\$ 3,312	\$ 2,727	466.4%
Special Transit Fares	5,662	6,247	585	10.3%
Total Operating Revenues	\$ 6,247	\$ 9,559	\$ 3,312	53.0%
Operating Expense				
Labor - Regular	\$ 26,946	\$ 28,723	\$ 1,776	6.6%
Labor - OT	896	925	29	3.3%
Fringe	27,810	29,523	1,713	6.2%
Non-Personnel	16,813	15,438	(1,375)	(8.2%)
Total OpEx	\$ 72,464	\$ 74,608	\$ 2,144	3.0%
Operating Surplus/(Deficit)	(\$ 66,218)	(\$ 65,049)	\$ 1,168	(1.8%)
	8.6%	12.8%		4.2%
Non-Operating Revenue/(Expense)				
Sales Tax/including Measure D	\$ 31,808	\$ 32,126	\$ 318	1.0%
Federal/State Grants	27,830	27,955	125	0.5%
TIRCP & LCTOP Grant	12,000	10,800	(1,200)	(10.0%)
Pension UAL/Bond Payment*	(4,843)	(5,413)	(570)	11.8%
All Other	2,496	2,435	(60)	(2.4%)
Total Non-Operating Revenue	\$ 69,291	\$ 67,904	(\$ 1,387)	(2.0%)
Operating Surplus/(Deficit) before Transfers	\$ 3,073	\$ 2,855	(\$ 219)	(7.1%)

Zero Fares September 2024 – August 2025; 10 months in FY25, and 2 months in FY26

FY25 – FY26 Operating Budget Risks

FY25 & FY26 Operating Budget Risks

- **Revenues**
 - Passenger Fares and Paratransit Fares
 - Fluctuations in Ridership
 - Extension of Zero Fares
 - Special Transit Fares
 - Change in Contracts
 - Sales Tax and TDA – LTF
 - Consumer spending uncertain as inflation continues and the country faces a possible recession
 - Federal FTA 5307, STIC, 5311
 - Subject to appropriation/reauthorization
 - Economic downturn from recession
 - Natural disaster such as fires, floods, or earthquakes

FY25 & FY26 Operating Budget Risks

- **Expenses**
 - CNG/Electric/Diesel Engine Failures
 - Fuel Costs Volatility
 - Workers Comp Insurance
 - Medical Insurance
 - Final costs come out in January
 - Contract renewals and rebids
 - Costs could come in higher than budgeted
 - Settlement Costs
 - Costs could come in higher than previous years
 - Aging Fleet
 - Increased Maintenance Costs
 - Changes in Unfunded Mandates
 - Overtime costs due to shortage of drivers and mechanics
 - Government mandates for employee paid leaves

**Projected Operating Reserve
Balances
As of June 30, 2024
(estimate)**

Operating Reserves as of 06/30/2024: *(estimate as of 5/29/2024)*

\$2.5M



Fully Funded

\$0.7M



Fully Funded

\$19.6M



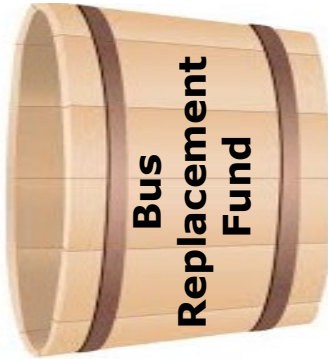
Fully Funded

\$3.0M

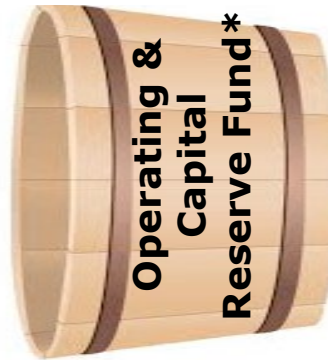


Fully Funded

No minimum Balances for these Funds



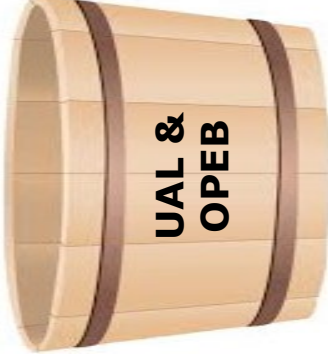
\$8.0M**



\$14.3M**



\$30.7M



\$8.0M

****Balances committed against Projects in the FY25 Capital Portfolio:**

*Balances in the various Reserve categories are aligned with METRO Reserve Fund policy (revised and adopted by the Board on Nov 15, 2019)
 Bus Replacement Fund – Minimum \$3M annual commitment from Measure D sales tax and STA-SGR
 UAL & OPEB – Minimum \$2M annual commitment

Reserve Fund Explanations/Uses

Fund Title	Explanation and Use:
Operating and Capital Reserve Fund	Support operations and grant matching for Capital projects
Operations Sustainability Reserve Fund	3 Months of Reserves to cover all Operating Expenses
CalPERS UAL & OPEB Liability Reserve	Pay down future CalPERS unfunded pension liability and supplement the increasing costs for retiree health care liabilities
Cash Flow Reserve Fund	Funding to cover the timing of cash “inflows” and “outflows” during various time frames
COVID Recovery Reserve Fund	Reserves to cover operating losses as METRO recovers from COVID and help extend the Fiscal Cliff another year or two
Workers Compensation Reserve Fund	Funds set aside for the possible payment on the long term portion of workers compensation
Liability Insurance Reserve Fund	Funds set aside to pay the cost of outstanding liability and physical damage claims

FY25 Final Capital Budget/Portfolio

FY25 Final Capital Budget Projects

<i>\$000's</i>	Project Category:	FY25 Budget	FY26 & Beyond	Total Portfolio
Revenue Vehicle				
44	Hydrogen Buses	\$ 54,558	\$ 0	\$ 54,558
9	Hydrogen Buses	16,870	-	16,870
	Additional Bus Components	515	-	515
	Sub Total	\$ 71,943	\$ 0	\$ 71,943
Non-Revenue Vehicle				
	One Fleet Truck	\$ 60	\$ 0	\$ 60
	Two Fleet Cars	80	-	80
	Sub Total	\$ 140	\$ 0	\$ 140
Construction Projects				
	ParaCruz Facility	\$ 0	\$ 2,024	\$ 2,024
	Pacific Station Redevelopment	-	500	500
	Hydrogen Fueling Station	11,900	-	11,900
	Temporary Hydrogen Fueler	4,500	-	4,500
	Rapid Bus Enhancements - Soquel Drive	4,750	4,750	9,500
	Watsonville Parking Lot	1,349	-	1,349
	Watsonville Station Redevelopment	2,000	6,500	8,500
	Sub Total	\$ 24,499	\$ 13,774	\$ 38,273

Notes:

- ✓ Only projects with identified and approved funding are represented

FY25 Final Capital Budget Projects, con't

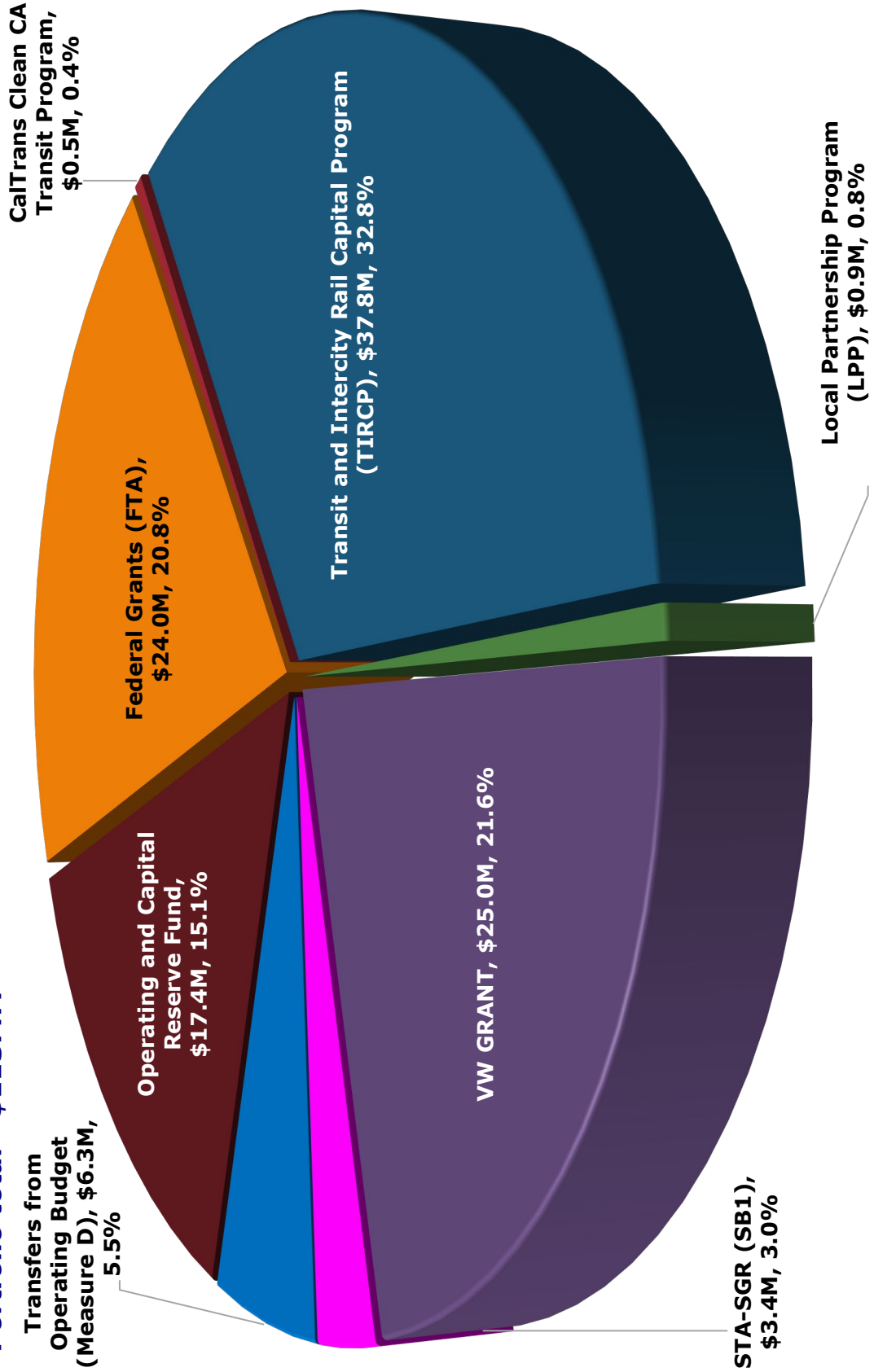
<i>\$000's</i>	Project Category:	FY25 Budget	FY26 & Beyond	Total Portfolio
Facilities Repair & Improvements				
	Maintenance Facility Upgrade for Hydrogen Buses	\$ 1,375	\$ 0	\$ 1,375
	35 Bus Shelters and trash cans	508	108	616
	Security Gates - Automated	511	-	511
	All Other Facilities projects	20	-	20
	Sub Total	\$ 2,414	\$ 108	\$ 2,522
Fleet & Maintenance Equipment				
	Training Aids, Simulators, Components & Equipment	\$ 555	\$ 0	\$ 555
	Pressure Washer System - Replacement	200	-	200
	Sub Total	\$ 755	\$ 0	\$ 755
IT Projects				
	ERP System	\$ 1,116	\$ 0	\$ 1,116
	Website Design	50	-	50
	Integrated Ticket & Scheduling Optimization	-	375	375
	Sub Total	\$ 1,166	\$ 375	\$ 1,541
Other Miscellaneous				
	Other Miscellaneous	\$ 202	\$ 0	\$ 202
	Sub Total	\$ 202	\$ 0	\$ 202
	Grand Total	\$ 101,118	\$ 14,257	\$ 115,375

Notes:

- ✓ Only projects with identified and approved funding are represented

FY25 Final Capital Budget/Portfolio* – Funding Source (in \$ millions)

Portfolio total - \$115.4M



* Projects that are funded and may or may not have yet been started. All commitments from the prior year rollover into the new year.

FY25 & FY26 Additional Information

Board Authorized METRO Public Support Activities

Santa Cruz County Fair Special Route to Fairgrounds & Free Fares to the Fairgrounds	Trunk or Treat (Soquel/Santa Cruz & Watsonville)
Christmas Parade - Tentatively Santa Cruz & Watsonville	One Ride at a Time Events – ORAT 1-Year Anniversary Party, World Wetland’s Day, Beach Clean-Ups, Youth Field Trips, etc.
4th of July Parades - Tentatively Scotts Valley, Aptos, & Watsonville	Youth Cruz Free Events – school outreach, events, etc. Grades K – 12
Leadership Santa Cruz	Press Events – to launch new campaigns to the public; including launch of Reimagine METRO Phase 2 & Free Fare Pilot Program
Santa Cruz County Chamber of Commerce Business Expo	Senior Events – for ParaCruz
Earth Day Event - SJ State University, Pacific Station, & potentially Watsonville	Transit Equity Day
CA Clean Air Day Event - Pacific Station & potentially Watsonville	Downtown Santa Cruz Kids Day
Stuff the Bus – Potentially one in November or December	Downtown Day (for UCSC students)

Board Authorized METRO Employee Appreciation Activities

Employee Picnic	Employee Event
Holiday Party	Transit Worker Appreciation Day
Roadeo	Operator Appreciation Day
Veterans Day	Customer Service Appreciation Day

Memberships

Administration		
APTA		\$ 42,037
CALACT		1,668
Community Transportation Assn of America (CTAA)		4,322
CTA		19,945
CTE Center for Transportation		5,540
Eastern Contra Costa Transit Agency (ZEBRA)		3,524
Mercury News		241
Monterey Bay Economic Partnership (MBEP)		5,000
Santa Cruz Chamber of Commerce		1,400
SC Sentinel		450
The Bus Coalition		7,500
The Pajaronian		69
	Total \$	91,696
Finance		
CSMFO Membership (2@ \$110)	\$	220
GFOA Membership (\$280)		280
	Total \$	500

13A.32

Memberships

Attachment A

Customer Service	Transportation Research Board, Misc TBD	\$ 500
		Total \$ 500
HR	CalCHamber	\$ 941
	CALPELRA (memberships)	1,108
	John Dash	526
	NCHRA (1 membership)	553
	SHRM (4 memberships)	927
		Total \$ 4,055
Planning	Professional Associations	\$ 840
		Total \$ 840
Risk Mgmt	Professional Associations	\$ 443
		Total \$ 443

Memberships

Purchasing	Amazon Prime	\$	365
		Total \$	365
Fleet	All Data New	\$	1,100
	Allison Transmission Software		2,200
	Cummins Insite Fleet Books (6) Software		3,100
	Mitchell Online Vehicle Manuals		600
	SCR TTC Membership For Trainings		1,000
	Valley John Deere Software - Annual		630
	ZEB Transmission Software		1,100
		Total \$	9,730

Attachment A

13A.34

FY25 Total: \$108,129 FY26 Total: \$111,491

Board Member Travel Budget Assumptions

American Public Transportation Association (APTA) Meetings

Annual Conference October 2024 Anaheim, CA Two Board Members	Legislative Conference March 2025 Washington, DC Three Board Members
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California Transit Association (CTA) Meetings

Annual Meeting November 2024 San Jose Convention Center One Board Member	Legislative Conference May 2025 TBD One Board Member
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Additional Travel

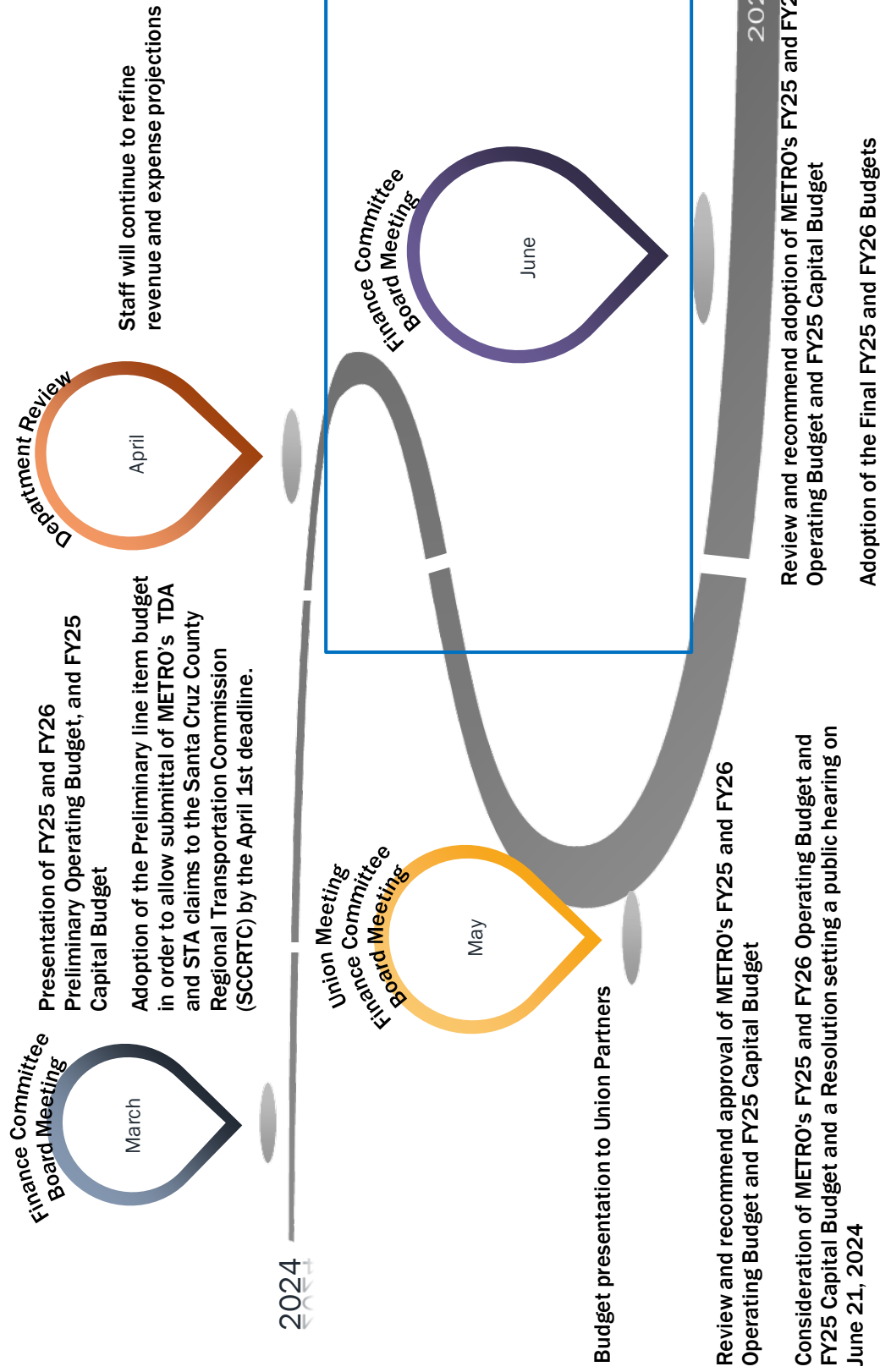
Meetings with legislators and government officials in Washington, San Francisco and Sacramento, as approved by the Chair of the Board.

Expenses related to Board Members meeting with CEO/General Manager and Staff.

Employee Incentive Programs:

Event/Activity	FY25	FY26	Department
Welcome Kits for New Hires	\$ 3,150	\$ 3,308	HR
Employee Appreciation Events	1,000	1,000	Finance
	2,000	2,100	Customer Service
	1,500	1,590	Facilities
	5,000	5,000	Operations
	1,000	500	Fleet
	6,000	6,000	Administration
Awards	2,500	2,650	ParaCruz
	5,000	5,000	Fixed Route
	2,000	2,000	Administration
Bus Rodeo	6,388	6,707	Risk/Safety
Total	\$ 35,538	\$ 35,855	

Budget Timeline



Appendix

FY24 – FY25 Budget Operating Revenue Assumptions - Base

- Passenger Fares decrease \$763K, or 24.8%, primarily due to Youth Cruz Free program implemented in FY24
- Special Transit Fares increase \$146K, or 2.4% due to contractual increases
 - UCSC increase \$97K, or 2.0%
 - Cabrillo College increase \$12K, or 2.0%
 - City of Santa Cruz increase \$6K, or 10.0%
 - Highway 17 Contracts increase \$11K, or 2.0%
- Overall decrease \$617K, or 6.7%, vs FY24 Budget

Operating Expense Assumptions - Base

- Personnel** – Overall increase \$1,419K, or 3.3%
- Regular Labor Costs – increase 7.9% or \$1,602K
 - COLA of 4% along with contractual step and longevity increases
 - Overtime costs - decrease of 23.5% or \$275K in anticipation of being fully staffed due to heavy recruitment in FY24
 - Fringe costs - increase of 0.4% or \$92K primarily a result of the increased costs from Medical premiums for all plans

Non-Personnel - Overall decrease \$1,832K, or 10.3% primarily driven by:

- Professional & Technical Fees - \$862K, or 30.6%, due to non-recurring expenses from FY24
- Building, Equipment, & Non-Revenue Vehicle Repair - \$227K, or 12.3%
- Casualty & Liability Insurance - \$185K, or 13.9%
- Printing - \$135K, or 32.7%
- Advertising - \$121K, or 49.4%

Non-Operating Revenue/Expense Assumptions - Base

- **Increased Non-Operating Revenue**
 - Sales Tax, including Measure D flat to FY24
 - American Rescue Plan Act (ARPA) COVID Relief grants decrease \$10.0M, or 100% based previous drawdowns exhausting all available funds
 - Federal/State Grants, net increase \$7.4M, or 36.3% primarily due to
 - FTA 5307 Op Assistance grant increase \$2.2M or 57.4%
 - FTA STIC Op Assistance grant increase \$5.6M or 100.0%
 - TIRCP Grant increase \$0.2M or 60.0%
 - TDA-LTF decrease \$0.2M or 2.4%
 - LCTOP Grant decrease \$0.2M or 28.4%
 - Fuel Tax Credit decrease \$0.1M or 50.0%
 - All Other Revenue increased \$1.3M, or 101.3% primarily due to increased interest income on the cash balance at the Treasury
- **Increased Non-Operating Expense**
 - Unfunded Accrued Liability (UAL) increase \$0.7M, or 100.0% based on CalPERS actuarial report

13A.41

FY26 Budget Operating Assumptions - Base

- **Operating Revenue**
 - Passenger Fares increase \$388K, or 16.7%, general increase
 - UCSC, Cabrillo College, and Highway 17 partners based on contracted amount, increase of \$21K, or 0.3%
- **Operating Expenses**
 - Salary and wages increase \$1,254K, or 5.7%, which includes 4% COLA and contractual step and longevity increases
 - Overtime increase of \$29K, or 3.3%, in line with step/longevity increases
 - Fringe increase of \$1,145K, or 5.2%, primarily due to increased Medical costs assumed to be 7.2%
 - Non-Personnel decrease of \$1,180, or 7.4%, primarily due to non-recurring costs from FY25, partially offset by CPI increase in other areas

13A.42

FY26 Budget Non-Operating Assumptions - Base

- **Non-Operating Revenue**
 - Sales Tax/including Measure D, increase of \$318K, or 1.0%
 - Federal/State Grants, increase of \$125K, or 0.5%
- **Non-Operating Expenses**
 - Sales Tax Revenue Bond Payment – virtually flat with a \$4K increase
 - Unfunded Accrued Liability (UAL) increase \$0.6M, or 85.0% based on CalPERS actuarial report

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
As of July 1, 2024

	June-23 BUDGET FY24	June-24 BUDGET FY25	Increase/(Decrease) \$ VAR	% VAR	PLAN FY26	Increase/(Decrease) \$ VAR	% VAR
Operating Revenue							
Passenger Fares	\$ 3,080,194	\$ 584,753	\$ (2,495,441)	(81.0%)	\$ 3,311,967	\$ 2,727,214	466.4%
Special Transit Fares	6,094,772	5,661,946	(432,826)	(7.1%)	6,247,098	585,152	10.3%
Total Operating Revenue	\$ 9,174,966	\$ 6,246,699	\$ (2,928,267)	-31.9%	\$ 9,559,065	\$ 3,312,366	53.0%
Operating Expense							
Labor - Regular	\$ 20,220,463	\$ 26,946,286	\$ 6,725,823	33.3%	\$ 28,722,546	\$ 1,776,260	6.6%
Labor - OT	1,170,922	895,507	(275,415)	(23.5%)	924,968	29,461	3.3%
Fringe	21,813,195	27,809,595	5,996,400	27.5%	29,522,561	1,712,966	6.2%
Non-Personnel	17,706,277	16,812,935	(893,342)	(5.0%)	15,438,197	(1,374,738)	(8.2%)
Total Operating Expense	\$ 60,910,857	\$ 72,464,323	\$ 11,553,466	19.0%	\$ 74,608,272	\$ 2,143,949	3.0%
Operating Surplus/(Deficit)	\$ (51,735,891)	\$ (66,217,624)	\$ (14,481,733)	28.0%	\$ (65,049,207)	\$ 1,168,417	-1.8%
<i>Farebox Recovery</i>	15.1%	8.6%			12.8%		
Non-Operating Revenue/(Expense)							
Sales Tax/including Measure D	\$ 31,808,185	\$ 31,808,185	\$ -	0.0%	\$ 32,126,267	\$ 318,082	1.0%
Federal/State Grants	20,415,415	27,830,065	7,414,650	36.3%	27,955,481	125,416	0.5%
TIRCP Grant	-	12,000,000	12,000,000	100.0%	10,800,000	(1,200,000)	(10.0%)
COVID Relief Grants	9,959,064	-	(9,959,064)	(100.0%)	-	-	0.0%
COVID Related Costs	-	-	-	0.0%	-	-	0.0%
Pension UAL/Bond Payment*	(4,172,665)	(4,843,039)	(670,374)	16.1%	(5,413,307)	(570,268)	11.8%
All Other Revenue	1,239,705	2,495,888	1,256,183	101.3%	2,435,402	(60,486)	(2.4%)
Total Non-Operating Revenue/(Expense)	\$ 59,249,704	\$ 69,291,099	\$ 10,041,395	16.9%	\$ 67,903,843	\$ (1,387,256)	(2.0%)
Operating Surplus/(Deficit) before Transfers	\$ 7,513,813	\$ 3,073,475	\$ (4,440,338)	(59.1%)	\$ 2,854,636	\$ (218,839)	(7.1%)
Transfers and Other							
Transfers to Capital/Operating & Capital Reserve Fund	\$ (9,975,524)	\$ (9,132,991)	\$ 842,533	(8.4%)	\$ (7,173,470)	\$ 1,959,521	(21.5%)
(To)/From COVID Recovery Fund	2,461,711	6,059,516	3,597,805	146.2%	4,318,834	(1,740,682)	(28.7%)
Operating Surplus/(Deficit) after Transfers	\$ -	\$ -	\$ -		\$ -	\$ -	

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY25 & FY26 OPERATING BUDGET
REVENUE SOURCES**

REVENUE SOURCE	June-23		June-24		Increase/(Decrease) \$ VAR	% VAR	PLAN FY26	Increase/(Decrease) \$ VAR	% VAR
	BUDGET FY24	BUDGET FY25	BUDGET FY25	BUDGET FY26					
Passenger Fares									
Fixed Route Fares	\$ 1,858,000	\$ 331,561	\$ (1,526,439)	\$ (82.2%)	\$ 1,657,802	500.0%			
Paratransit Fares	209,719	36,701	(173,018)	(82.5%)	155,978	425.0%			
Highway 17 Fares	988,475	192,251	(796,224)	(80.6%)	913,192	475.0%			
Park & Ride Revenue	24,000	24,240	240	1.0%	242	1.0%			
Special Transit Fares									
UCSC	4,875,674	4,973,187	97,513	2.0%	99,464	2.0%			
Cabrillo	595,056	101,160	(493,896)	2.0%	414,753	2.0%			
City of SC	58,980	14,167	(44,813)	(76.0%)	58,083	410.0%			
Shaffer	3,275	409	(2,866)	(87.5%)	1,392	340.3%			
Highway 17 Payments									
VTA	382,500	390,150	7,650	2.0%	7,803	2.0%			
Amtrak	179,287	182,873	3,586	2.0%	3,657	2.0%			
Sales Tax/including Measure D									
1979 Gross Sales Tax (1/2 cent)	27,539,554	27,539,554	-	0.0%	275,396	1.0%			
2016 Net Sales Tax (Measure D)	4,268,631	4,268,631	-	0.0%	42,686	1.0%			
Federal/State Grants									
Transp Dev Act (TDA - LTF) Funds	8,912,046	8,701,057	(210,989)	(2.4%)	252,331	2.9%			
FTA Sec 5307 - Op Assistance*	3,829,986	6,030,232	2,200,246	57.4%	132,062	2.2%			
FTA Sec 5311 - Rural Op Asst*	269,051	274,943	5,892	2.2%	6,021	2.2%			
FTA Sec 5307 - ARPA	9,959,064	-	(9,959,064)	(100.0%)	-	0.0%			
Medicare Subsidy	400	400	-	0.0%	-	0.0%			
TIRCP Grant - Workforce Training	322,000	515,200	193,200	60.0%	(386,400)	200.0%			
TIRCP Grant - Zero Fares/Service Expansion	-	10,800,000	10,800,000	100.0%	-	0.0%			
LCTOP Grant - Zero Fares for all	-	1,200,000	1,200,000	100.0%	(1,200,000)	(100.0%)			
LCTOP Grant - Youth Cruz Free	746,737	534,914	(211,823)	(28.4%)	498,498	(6.8%)			
TDA - STA - Operating (Includes SB1)	6,044,099	6,014,492	(29,607)	(0.5%)	180,435	4.1%			
STIC - Op Assistance	-	5,613,279	5,613,279	100.0%	122,931	2.2%			
Fuel Tax Credit	291,096	145,548	(145,548)	(50.0%)	(145,548)	(100.0%)			

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY25 & FY26 OPERATING BUDGET
REVENUE SOURCES**

REVENUE SOURCE	June-23		June-24		PLAN FY26	Increase/(Decrease)		Increase/(Decrease)	
	BUDGET FY24	BUDGET FY25	BUDGET FY25	BUDGET FY25		\$ VAR	% VAR	\$ VAR	% VAR
All Other Revenue									
Commissions	500	-	-	-	-	(500)	0.0%	-	0.0%
Advertising Income	172,320	120,624	120,624	120,624	120,624	(51,696)	(30.0%)	-	0.0%
Rent Income - SC Pacific Station	41,798	-	-	-	-	(41,798)	(100.0%)	-	0.0%
Rent Income - Scotts Valley	32,959	29,961	29,961	30,859	30,859	(2,998)	(9.1%)	898	3.0%
Rent Income - Watsonville TC	30,560	41,259	41,259	42,496	42,496	10,699	35.0%	1,237	3.0%
Interest Income	755,568	2,174,044	2,174,044	2,108,823	2,108,823	1,418,476	187.7%	(65,221)	(3.0%)
Other Non-Transp Revenue - LCFs Credits	15,000	6,000	6,000	6,120	6,120	(9,000)	1.0%	120	2.0%
Other Non-Transp Revenue - CNG Sales	100,000	71,000	71,000	72,420	72,420	(29,000)	3.0%	1,420	2.0%
Other Non-Transp Revenue - All Other	91,000	53,000	53,000	54,060	54,060	(38,000)	1.0%	1,060	2.0%
TOTAL OPERATING REVENUE	\$ 72,597,335	\$ 80,380,837	\$ 80,380,837	\$ 82,876,215	\$ 82,876,215	\$ 7,783,502	10.7%	\$ 2,495,378	3.1%

TRANSFERS TO CAPITAL/OPERATING & CAPITAL R	\$ (9,975,524)	\$ (9,132,991)	\$ (9,132,991)	\$ (7,173,470)	\$ (7,173,470)	\$ 842,533	(8.4%)	\$ 1,959,521	(21.5%)
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TRANSFERS (TO) / FROM COVID-19 RECOVERY FUN	\$ 2,461,711	\$ 6,059,516	\$ 6,059,516	\$ 4,318,834	\$ 4,318,834	\$ 3,597,805	146.2%	\$ (1,740,682)	(28.7%)
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TOTAL REVENUE SOURCES	\$ 65,083,522	\$ 77,307,362	\$ 77,307,362	\$ 80,021,579	\$ 80,021,579	\$ 12,223,840	18.8%	\$ 2,714,217	3.5%
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* FTA funding is used solely to fund labor expense

TOTAL EXPENSES	65,083,522	77,307,362	77,307,362	80,021,579	80,021,579	12,223,840	18.8%	2,714,217	3.5%
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TRANSFERS TO CAPITAL (BUS REPLACEMENT FUND)	2,349,727	2,308,889	2,308,889	2,325,734	2,325,734	(40,838)	(1.7%)	16,845	0.7%
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TRANSFERS TO OPERATING & CAPITAL RESERVE FUNDS

OPERATING & CAPITAL RESERVE FUNDS	5,334,701	4,678,554	4,678,554	4,847,736	4,847,736	(656,147)	(12.3%)	169,182	3.6%
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UAL & OPEB	2,000,000	2,000,000	2,000,000	-	-	-	0.0%	(2,000,000)	(100.0%)
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FUEL TAX CREDIT	291,096	145,548	145,548	-	-	(145,548)		(145,548)	
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SURPLUS/(DEFICIT)	(2,461,711)	(6,059,516)	(6,059,516)	(4,318,834)	(4,318,834)	(3,597,805)		1,740,682	
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Revenue - (Expenses + Transfer to Capital Budget + Fuel Tax Credit)

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY25 & FY26 OPERATING BUDGET
Transfers & Operating Balance**

TRANSFERS	June-23		June-24		Increase/(Decrease)		PLAN FY26	Increase/(Decrease)	
	BUDGET FY24	BUDGET FY25	BUDGET FY25	BUDGET FY25	\$ VAR	% VAR		\$ VAR	% VAR
Transfers to Capital Budget									
2016 Net Sales Tax Measure D*	\$ (2,349,727)	\$ (2,308,889)	\$ (2,308,889)	\$ (2,308,889)	\$ 40,838	(1.7%)	\$ (2,215,615)	\$ 93,274	(4.0%)
TDA - STA - Operating , Includes SB1	-	-	-	-	-	0.0%	(110,119)	(110,119)	100.0%
Total	\$ (2,349,727)	\$ (2,308,889)	\$ (2,308,889)	\$ (2,308,889)	\$ 40,838	(1.7%)	\$ (2,325,734)	\$ (16,845)	0.7%
Transfers to/(from) Operating & Capital Reserve Fund									
Fuel Tax Credit**	\$ (291,096)	\$ (145,548)	\$ (145,548)	\$ (145,548)	\$ 145,548	(50.0%)	\$ -	\$ 145,548	(100.0%)
CalPERS UAL & OPEB	(2,000,000)	(2,000,000)	(2,000,000)	(2,000,000)	-	0.0%	-	2,000,000	(100.0%)
Reserves Replenishment	(1,334,701)	(678,554)	(678,554)	(678,554)	656,147	(49.2%)	(847,736)	(169,182)	24.9%
Operating & Capital Reserve Fund	(4,000,000)	(4,000,000)	(4,000,000)	(4,000,000)	-	0.0%	(4,000,000)	-	0.0%
Total	\$ (7,625,797)	\$ (6,824,102)	\$ (6,824,102)	\$ (6,824,102)	\$ 801,695	(10.5%)	\$ (4,847,736)	\$ 1,976,366	(29.0%)
TOTAL OPERATING/CAPITAL TRANSFERS	\$ (9,975,524)	\$ (9,132,991)	\$ (9,132,991)	\$ (9,132,991)	\$ 842,533	(8.4%)	\$ (7,173,470)	\$ 1,959,521	(21.5%)
Transfers (To) / From Covid-19 Recovery Fund									
Transfers (To) / From Covid-19 Recovery Fund	\$ 2,461,711	\$ 6,059,516	\$ 6,059,516	\$ 6,059,516	\$ 3,597,805	146.2%	\$ 4,318,834	\$ (1,740,682)	(28.7%)
Total	\$ 2,461,711	\$ 6,059,516	\$ 6,059,516	\$ 6,059,516	\$ 3,597,805	146.2%	\$ 4,318,834	\$ (1,740,682)	(28.7%)
TOTAL REVENUE	\$ 72,597,335	\$ 80,380,837	\$ 80,380,837	\$ 80,380,837	\$ 7,783,502	10.7%	\$ 82,876,215	\$ 2,495,378	3.1%
TOTAL EXPENSES	\$ 65,083,522	\$ 77,307,362	\$ 77,307,362	\$ 77,307,362	\$ 12,223,840	18.8%	\$ 80,021,579	\$ 2,714,217	3.5%
TOTAL OPERATING/CAPITAL TRANSFERS	\$ (9,975,524)	\$ (9,132,991)	\$ (9,132,991)	\$ (9,132,991)	\$ 842,533	(8.4%)	\$ (7,173,470)	\$ 1,959,521	(21.5%)
TOTAL COVID TRANSFERS	\$ 2,461,711	\$ 6,059,516	\$ 6,059,516	\$ 6,059,516	\$ 3,597,805	146.2%	\$ 4,318,834	\$ (1,740,682)	(28.7%)
OPERATING BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	\$ -	-

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY25 & FY26 OPERATING BUDGET**

CONSOLIDATED EXPENSES

ACCOUNT	DESCRIPTION	June-23		June-24		Increase/(Decrease) \$ VAR	% VAR	PLAN FY26	Increase/(Decrease) \$ VAR	% VAR
		BUDGET FY24	BUDGET FY25	BUDGET FY25	BUDGET FY26					
LABOR										
501011	Bus Operator Pay	10,325,261	15,241,257	4,915,996	16,278,313	1,037,056	6.8%	16,278,313	1,037,056	6.8%
501013	Bus Operator OT	774,478	788,237	13,759	812,727	24,490	3.1%	812,727	24,490	3.1%
501021	Other Salaries	9,895,202	11,705,029	1,809,827	12,444,233	739,204	6.3%	12,444,233	739,204	6.3%
501023	Other OT	396,444	107,270	(289,174)	112,241	4,971	4.6%	112,241	4,971	4.6%
Totals		21,391,385	27,841,793	6,450,408	29,647,514	1,805,721	30.2%	29,647,514	1,805,721	6.5%
FRINGE BENEFITS										
502011	Medicare/Soc. Sec.	374,119	485,540	111,421	519,163	33,623	6.9%	519,163	33,623	6.9%
502021	Retirement	2,708,989	3,530,553	821,564	3,699,561	169,008	4.8%	3,699,561	169,008	4.8%
502022	Retirement UAL	-	665,836	665,836	1,232,000	566,164	85.0%	1,232,000	566,164	85.0%
502031	Medical Ins	11,985,361	15,004,735	3,019,374	16,069,873	1,065,138	7.1%	16,069,873	1,065,138	7.1%
502041	Dental Ins	504,082	611,470	107,388	620,400	8,930	1.5%	620,400	8,930	1.5%
502045	Vision Ins	105,936	130,680	24,744	134,276	3,596	2.8%	134,276	3,596	2.8%
502051	Life Ins/AD&D	48,509	58,421	9,912	60,208	1,787	3.1%	60,208	1,787	3.1%
502060	State Disability Ins (SDI)	228,079	378,403	150,324	386,564	8,161	2.2%	386,564	8,161	2.2%
502061	Long Term Disability Ins	160,862	208,469	47,607	212,245	3,776	1.8%	212,245	3,776	1.8%
502071	State Unemployment Ins (SUI)	34,650	48,496	13,846	51,408	2,912	6.0%	51,408	2,912	6.0%
502081	Worker's Comp Ins	1,045,389	1,412,831	367,442	1,455,215	42,384	3.0%	1,455,215	42,384	3.0%
502101	Holiday Pay	746,101	991,594	245,493	1,061,761	70,167	7.1%	1,061,761	70,167	7.1%
502103	Floating Holiday	141,115	161,548	20,433	174,134	12,586	7.8%	174,134	12,586	7.8%
502109	Sick Leave	1,143,829	1,523,266	379,437	1,631,244	107,978	7.1%	1,631,244	107,978	7.1%
502111	Annual Leave	2,203,760	2,733,082	529,322	2,929,468	196,386	7.2%	2,929,468	196,386	7.2%
502121	Other Paid Absence	174,864	232,452	57,588	248,844	16,392	7.1%	248,844	16,392	7.1%
502251	Phys. Exams	19,371	26,250	6,879	27,075	825	3.1%	27,075	825	3.1%
502253	Driver Lic Renewal	3,422	7,049	3,627	7,336	287	4.1%	7,336	287	4.1%
502999	Other Fringe Benefits	184,757	264,756	79,999	233,786	(30,970)	(11.7%)	233,786	(30,970)	(11.7%)
Totals		21,813,195	28,475,431	6,662,236	30,754,561	2,279,130	8.0%	30,754,561	2,279,130	8.0%

Attachment C

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY25 & FY26 OPERATING BUDGET**

CONSOLIDATED EXPENSES

ACCOUNT	DESCRIPTION	June-23		June-24		PLAN FY26	Increase/(Decrease) \$ VAR	% VAR	Increase/(Decrease) \$ VAR	% VAR
		BUDGET FY24	BUDGET FY25	BUDGET FY25	BUDGET FY26					
SERVICES										
503011	Accting/Audit Fees	105,250	58,437	(46,813)	(44.5%)	61,096	2,659	4.6%	2,659	4.6%
503012	Admin/Bank Fees	627,000	339,230	(287,770)	(45.9%)	453,970	114,740	33.8%	114,740	33.8%
503031	Prof/Technical Fees	2,813,153	1,951,135	(862,018)	(30.6%)	923,826	(1,027,309)	(52.7%)	(1,027,309)	(52.7%)
503032	Legislative Services	258,703	142,638	(116,065)	(44.9%)	146,350	3,712	2.6%	3,712	2.6%
503033	Legal Services	554,346	613,430	59,084	10.7%	636,601	23,171	3.8%	23,171	3.8%
503034	Pre-Employment Exams	10,219	11,810	1,591	15.6%	12,220	410	3.5%	410	3.5%
503041	Temp Help	-	-	-	0.0%	-	-	0.0%	-	0.0%
503161	Custodial Services	8,722	7,000	(1,722)	(19.7%)	7,420	420	6.0%	420	6.0%
503162	Uniforms/Laundry	41,795	74,842	33,047	79.1%	76,440	1,598	2.1%	1,598	2.1%
503171	Security Services	672,869	1,130,000	457,131	67.9%	798,658	(331,342)	(29.3%)	(331,342)	(29.3%)
503221	Classified/Legal Ads	34,992	24,280	(10,712)	(30.6%)	25,244	964	4.0%	964	4.0%
503222	Legal Ads	-	-	-	0.0%	-	-	0.0%	-	0.0%
503225	Graphic Services	-	-	-	0.0%	-	-	0.0%	-	0.0%
503351	Repair - Bldg & Impr	225,000	100,000	(125,000)	(55.6%)	105,000	5,000	5.0%	5,000	5.0%
503352	Repair - Equipment	1,549,056	1,479,044	(70,012)	(4.5%)	1,525,062	46,018	3.1%	46,018	3.1%
503353	Repair - Rev Vehicle	654,926	892,790	237,864	36.3%	741,800	(150,990)	(16.9%)	(150,990)	(16.9%)
503354	Repair - Non Rev Vehicle	72,075	40,000	(32,075)	(44.5%)	40,000	-	0.0%	-	0.0%
503363	Haz Mat Disposal	74,096	89,000	14,904	20.1%	94,340	5,340	6.0%	5,340	6.0%
Totals		7,702,202	6,953,636	(748,566)	(9.7%)	5,648,027	(1,305,609)	(18.8%)	(1,305,609)	(18.8%)
MOBILE MATERIALS & SUPPLIES										
504011	Fuels & Lubricants - Non Rev Veh	78,655	73,960	(4,695)	(6.0%)	74,000	40	0.1%	40	0.1%
504012	Fuels & Lubricants - Rev Veh	3,764,296	3,699,770	(64,526)	(1.7%)	3,894,019	194,249	5.3%	194,249	5.3%
	Hydro Hydrogen fuel	-	-	-	0.0%	-	-	0.0%	-	0.0%
504021	Tires & Tubes	217,000	328,350	111,350	51.3%	340,000	11,650	3.5%	11,650	3.5%
504161	Other Mobile Supplies	-	-	-	0.0%	-	-	0.0%	-	0.0%
504191	Rev Vehicle Parts	1,369,299	1,341,870	(27,429)	(2.0%)	1,308,450	(33,420)	(2.5%)	(33,420)	(2.5%)
Totals		5,429,250	5,443,950	14,700	0.3%	5,616,469	172,519	3.2%	172,519	3.2%

Attachment C

13C.6

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY25 & FY26 OPERATING BUDGET**

CONSOLIDATED EXPENSES

ACCOUNT	DESCRIPTION	June-23		June-24		PLAN FY26	Increase/(Decrease) \$ VAR	% VAR	Increase/(Decrease) \$ VAR	% VAR
		BUDGET FY24	BUDGET FY25	BUDGET FY25	BUDGET FY26					
OTHER MATERIALS & SUPPLIES										
504205	Freight Out	5,000	5,000	-	5,000	5,000	-	0.0%	-	0.0%
504211	Postage & Mailing	34,454	18,600	(15,854)	18,600	19,185	585	3.1%	585	3.1%
504214	Promotional Items	61,000	50,000	(11,000)	50,000	52,500	2,500	5.0%	2,500	5.0%
504215	Printing	412,225	277,444	(134,781)	277,444	276,413	(1,031)	(0.4%)	(1,031)	(0.4%)
504217	Photo Supp/Process	1,000	500	(500)	500	500	-	0.0%	-	0.0%
504311	Office Supplies	84,817	86,704	1,887	86,704	82,215	(4,489)	(5.2%)	(4,489)	(5.2%)
504315	Safety Supplies	28,116	36,150	8,034	36,150	37,106	956	2.6%	956	2.6%
504316	COVID-19	-	-	-	-	-	-	0.0%	-	0.0%
504317	Cleaning Supplies	63,540	72,500	8,960	72,500	76,100	3,600	5.0%	3,600	5.0%
504409	Repair/Maint Supplies	127,409	122,400	(5,009)	122,400	128,314	5,914	4.8%	5,914	4.8%
504417	Tenant Repairs	10,508	1,000	(9,508)	1,000	1,000	-	0.0%	-	0.0%
504421	Non-Inventory Parts	52,475	40,250	(12,225)	40,250	40,250	-	0.0%	-	0.0%
504511	Small Tools	19,275	29,300	10,025	29,300	30,132	832	2.8%	832	2.8%
504515	Employee Tool Replacement	3,000	3,000	-	3,000	3,000	-	0.0%	-	0.0%
Totals		902,819	742,848	(159,971)	742,848	751,715	8,867	1.2%	8,867	1.2%
UTILITIES										
505010	Propulsion Power	150,000	185,000	35,000	185,000	200,000	15,000	8.1%	15,000	8.1%
505011	Gas & Electric	388,080	446,000	57,920	446,000	452,000	6,000	1.3%	6,000	1.3%
505021	Water & Garbage	175,973	196,300	20,327	196,300	202,895	6,595	3.4%	6,595	3.4%
505031	Telecommunications	196,723	222,230	25,507	222,230	230,987	8,757	3.9%	8,757	3.9%
Totals		910,776	1,049,530	138,754	1,049,530	1,085,882	36,352	3.5%	36,352	3.5%
CASUALTY & LIABILITY										
506011	Insurance - Property	92,950	77,386	(15,564)	77,386	81,251	3,865	5.0%	3,865	5.0%
506015	Insurance - PL/PD	983,833	807,068	(176,765)	807,068	847,421	40,353	5.0%	40,353	5.0%
506021	Insurance - Other	86,700	91,000	4,300	91,000	92,000	1,000	1.1%	1,000	1.1%
506123	Settlement Costs	163,040	166,206	3,166	166,206	174,516	8,310	5.0%	8,310	5.0%
506127	Repairs - District Prop	-	-	-	-	-	-	0.0%	-	0.0%
Totals		1,326,523	1,141,660	(184,863)	1,141,660	1,195,188	53,528	4.7%	53,528	4.7%

Attachment C

13C.7

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY25 & FY26 OPERATING BUDGET**

CONSOLIDATED EXPENSES

ACCOUNT	DESCRIPTION	June-23		June-24		PLAN FY26	Increase/(Decrease) \$ VAR	% VAR	Increase/(Decrease) \$ VAR	% VAR
		BUDGET FY24	BUDGET FY25	BUDGET FY25	Increase/(Decrease) \$ VAR					
TAXES										
507051	Fuel Tax	15,000	18,900	3,900	26.0%	19,845	945	5.0%	945	5.0%
507201	Licenses & Permits	31,179	32,600	1,421	4.6%	34,608	2,008	6.2%	2,008	6.2%
507999	Other Taxes	12,254	15,700	3,446	28.1%	16,642	942	6.0%	942	6.0%
Totals		58,433	67,200	8,767	15.0%	71,095	3,895	5.8%	3,895	5.8%
MISC EXPENSE										
509011	Dues/Subscriptions	109,819	108,129	(1,690)	(1.5%)	111,491	3,362	3.1%	3,362	3.1%
509081	Advertising - District Promo	245,000	124,000	(121,000)	(49.4%)	129,400	5,400	4.4%	5,400	4.4%
509101	Employee Incentive Program	80,144	35,538	(44,606)	(55.7%)	35,855	317	0.9%	317	0.9%
509121	Employee Training	450,588	635,812	185,224	41.1%	263,286	(372,526)	(58.6%)	(372,526)	(58.6%)
509122	BOD Travel	13,719	3,324	(10,395)	(75.8%)	3,490	166	5.0%	166	5.0%
509123	Travel	111,154	104,634	(6,520)	(5.9%)	106,621	1,987	1.9%	1,987	1.9%
509125	Local Meeting Expense	27,865	17,584	(10,281)	(36.9%)	17,279	(305)	(1.7%)	(305)	(1.7%)
509127	Board Director Fees	10,000	8,850	(1,150)	(11.5%)	8,850	-	0.0%	-	0.0%
Totals		1,048,289	1,037,871	(10,418)	(1.0%)	676,272	(361,599)	(34.8%)	(361,599)	(34.8%)
INTEREST EXPENSE & DEBT SERVICE										
511102	Interest Expense - Loan	893	-	(893)	(100.0%)	-	-	0.0%	-	0.0%
511103	Interest Expense - POB	1,426,832	1,376,786	(50,046)	(3.5%)	1,316,724	(60,062)	(4.4%)	(60,062)	(4.4%)
524000	Principal - POB	2,745,833	2,800,417	54,584	2.0%	2,864,583	64,166	2.3%	64,166	2.3%
Totals		4,173,558	4,177,203	3,645	0.1%	4,181,307	4,104	0.1%	4,104	0.1%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY25 & FY26 OPERATING BUDGET**

CONSOLIDATED EXPENSES

ACCOUNT	DESCRIPTION	June-23		June-24		PLAN FY26	Increase/(Decrease) \$ VAR	Increase/(Decrease) % VAR	Increase/(Decrease) \$ VAR	Increase/(Decrease) % VAR
		BUDGET FY24	BUDGET FY25	BUDGET FY24	BUDGET FY25					
LEASES & RENTALS										
512011	Facility Lease	310,628	366,465	55,837	18.0%	383,595	17,130	4.7%	17,130	4.7%
512061	Equipment Rental	16,464	9,775	(6,689)	(40.6%)	9,954	179	1.8%	179	1.8%
	Totals	327,092	376,240	49,148	15.0%	393,549	17,309	4.6%	17,309	4.6%
	PERSONNEL TOTAL	43,204,580	56,317,224	13,112,644	30.4%	60,402,075	4,084,851	7.3%	4,084,851	7.3%
	NON-PERSONNEL TOTAL	21,878,942	20,990,138	(888,804)	(4.1%)	19,619,504	(1,370,634)	(6.5%)	(1,370,634)	(6.5%)
	TOTAL OPERATING EXPENSES	65,083,522	77,307,362	12,223,840	18.8%	80,021,579	2,714,217	3.5%	2,714,217	3.5%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

FY25 & FY26 OPERATING BUDGET

Departmental Expenses

June-23 June-24

	BUDGET		BUDGET		Increase/(Decrease)		PLAN		Increase/(Decrease)	
	FY24	FY25	\$ VAR	% VAR	FY26	\$ VAR	% VAR	\$ VAR	% VAR	
1100 Administration	\$ 1,757,668	\$ 1,477,115	\$ (280,553)	(16.0%)	\$ 1,449,741	\$ (27,374)	(1.9%)			
1200 Finance	7,896,500	7,567,578	(328,922)	(4.2%)	7,815,256	247,678	3.3%			
1300 Customer Service	1,135,810	1,216,753	80,943	7.1%	1,389,818	173,065	14.2%			
1325 Marketing	1,574,833	1,504,315	(70,518)	(4.5%)	1,460,650	(43,665)	(2.9%)			
1400 Human Resources	1,317,850	1,283,687	(34,163)	(2.6%)	1,380,946	97,259	7.6%			
1500 Information Technology	2,044,303	2,273,033	228,730	11.2%	2,262,670	(10,363)	(0.5%)			
1600 Planning, Grants, Governmental Affairs	1,937,353	1,109,826	(827,527)	(42.7%)	1,052,925	(56,901)	(5.1%)			
1700 District Counsel	557,512	616,754	59,242	10.6%	640,091	23,337	3.8%			
1800 Safety, Security, and Risk Management	1,191,390	1,675,887	484,497	40.7%	1,388,527	(287,360)	(17.1%)			
1900 Purchasing	489,621	526,056	36,435	7.4%	576,629	50,573	9.6%			
2000 Inventory Management	486,112	579,713	93,601	19.3%	627,915	48,202	8.3%			
2200 Facilities Maintenance	4,002,397	4,458,028	455,631	11.4%	4,068,103	(389,925)	(8.7%)			
3100 Paratransit	5,067,796	5,548,368	480,572	9.5%	5,894,896	346,528	6.2%			
3200 Operations	2,795,292	4,340,446	1,545,154	55.3%	4,548,831	208,385	4.8%			
3300 Bus Operators	17,630,545	26,511,274	8,880,729	50.4%	28,526,328	2,015,054	7.6%			
4100 Fleet Maintenance	11,421,673	12,533,092	1,111,419	9.7%	12,562,434	29,342	0.2%			
9005 Retired Employee Benefits	3,776,617	4,085,187	308,570	8.2%	4,375,568	290,381	7.1%			
700 SCCIC	250	250	-	0.0%	250	-	0.0%			
TOTAL OPERATING EXPENSES	\$ 65,083,522	\$ 77,307,362	\$ 12,223,840	18.8%	\$ 80,021,580	\$ 2,714,217	3.5%			

13C.10

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY25 & FY26 OPERATING BUDGET**

Admin - 1100

ACCOUNT	June-23		June-24		Increase/(Decrease)		PLAN FY26	Increase/(Decrease)	
	BUDGET FY24		BUDGET FY25		\$ VAR	% VAR		\$ VAR	% VAR
LABOR									
501011 Bus Operator Pay	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%
501013 Bus Operator OT	-	-	-	-	-	0.0%	-	-	0.0%
501021 Other Salaries	512,543		584,021	71,478	71,478	13.9%	624,495	40,474	6.9%
501023 Other OT	5,178		5,437	259	259	5.0%	5,709	272	5.0%
Totals	\$ 517,721	\$ 517,721	\$ 589,458	\$ 71,737	\$ 71,737	13.9%	\$ 630,204	\$ 40,746	6.9%
FRINGE BENEFITS									
502011 Medicare/Soc. Sec.	\$ 9,210	\$ 10,667	\$ 10,667	\$ 1,457	\$ 1,457	15.8%	\$ 11,178	\$ 511	4.8%
502021 Retirement	87,864	98,708	98,708	10,844	10,844	12.3%	102,638	3,930	4.0%
502022 Retirement UAL	-	18,078	18,078	18,078	18,078	100.0%	32,991	14,913	82.5%
502031 Medical Ins	54,588	101,196	101,196	46,608	46,608	85.4%	105,828	4,632	4.6%
502041 Dental Ins	4,519	4,336	4,336	(183)	(183)	(4.0%)	4,398	62	1.4%
502045 Vision Ins	1,104	1,080	1,080	(24)	(24)	(2.2%)	1,112	32	3.0%
502051 Life Ins/AD&D	2,850	2,468	2,468	(382)	(382)	(13.4%)	2,484	16	0.6%
502060 State Disability Ins (SDI)	4,155	8,312	8,312	4,157	4,157	100.0%	8,942	630	7.6%
502061 Long Term Disability Ins	3,076	3,174	3,174	98	98	3.2%	3,204	30	0.9%
502071 State Unemployment Ins (SUI)	420	448	448	28	28	6.7%	476	28	6.3%
502081 Worker's Comp Ins	12,671	13,052	13,052	381	381	3.0%	13,443	391	3.0%
502101 Holiday Pay	18,691	21,109	21,109	2,418	2,418	12.9%	22,159	1,050	5.0%
502103 Floating Holiday	23,052	26,107	26,107	3,055	3,055	13.3%	27,153	1,046	4.0%
502109 Sick Leave	28,037	31,663	31,663	3,626	3,626	12.9%	33,237	1,574	5.0%
502111 Annual Leave	43,257	62,292	62,292	19,035	19,035	44.0%	52,945	(9,347)	(15.0%)
502121 Other Paid Absence	4,380	4,948	4,948	568	568	13.0%	5,193	245	5.0%
502251 Phys. Exams	-	-	-	-	-	0.0%	-	-	0.0%
502253 Driver Lic Renewal	-	-	-	-	-	0.0%	-	-	0.0%
502999 Other Fringe Benefits	15,966	58,970	58,970	43,004	43,004	269.3%	21,974	(36,996)	(62.7%)
Totals	\$ 313,840	\$ 313,840	\$ 466,608	\$ 152,768	\$ 152,768	48.7%	\$ 449,355	\$ (17,253)	(3.7%)

Attachment C

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY25 & FY26 OPERATING BUDGET**

Admin - 1100

ACCOUNT SERVICES	June-23	June-24	Increase/(Decrease)		PLAN	Increase/(Decrease)	
	BUDGET FY24	BUDGET FY25	\$ VAR	% VAR	FY26	\$ VAR	% VAR
503011 Acting/Audit Fees	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
503012 Admin/Bank Fees	-	-	-	0.0%	-	-	0.0%
503031 Prof/Technical Fees	421,225	87,781	(333,444)	(79.2%)	35,645	(52,136)	(59.4%)
503032 Legislative Services	258,703	142,638	(116,065)	(44.9%)	146,350	3,712	2.6%
503033 Legal Services	-	-	-	0.0%	-	-	0.0%
503034 Pre-Employment Exams	-	-	-	0.0%	-	-	0.0%
503041 Temp Help	-	-	-	0.0%	-	-	0.0%
503161 Custodial Services	-	-	-	0.0%	-	-	0.0%
503162 Uniforms/Laundry	-	-	-	0.0%	-	-	0.0%
503171 Security Services	-	-	-	0.0%	-	-	0.0%
503221 Classified/Legal Ads	2,560	4,000	1,440	56.3%	4,000	-	0.0%
503222 Legal Ads	-	-	-	0.0%	-	-	0.0%
503225 Graphic Services	-	-	-	0.0%	-	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	0.0%	-	-	0.0%
503352 Repair - Equipment	8,443	10,865	2,422	28.7%	9,308	(1,557)	(14.3%)
503353 Repair - Rev Vehicle	-	-	-	0.0%	-	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	0.0%	-	-	0.0%
503363 Haz Mat Disposal	-	-	-	0.0%	-	-	0.0%
Totals	\$ 690,931	\$ 245,284	\$ (445,647)	(64.5%)	\$ 195,303	\$ (49,981)	(20.4%)
MOBILE MATERIALS & SUPPLIES							
504011 Fuels & Lubricants - Non Rev Veh	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	0.0%	-	-	0.0%
Hydro							
Hydrogen fuel	-	-	-	0.0%	-	-	0.0%
504021 Tires & Tubes	-	-	-	0.0%	-	-	0.0%
504161 Other Mobile Supplies	-	-	-	0.0%	-	-	0.0%
504191 Rev Vehicle Parts	-	-	-	0.0%	-	-	0.0%
Totals	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%

13C.12

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY25 & FY26 OPERATING BUDGET**

Admin - 1100

June-23 June-24
BUDGET BUDGET

ACCOUNT	June-23 BUDGET FY24	June-24 BUDGET FY25	Increase/(Decrease) \$ VAR	% VAR	PLAN FY26	Increase/(Decrease) \$ VAR	% VAR
OTHER MATERIALS & SUPPLIES							
504205 Freight Out	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
504211 Postage & Mailing	6,094	5,000	(1,094)	(18.0%)	5,000	-	0.0%
504214 Promotional Items	-	-	-	0.0%	-	-	0.0%
504215 Printing	4,221	2,382	(1,839)	(43.6%)	2,504	122	5.1%
504217 Photo Supp/Process	-	-	-	0.0%	-	-	0.0%
504311 Office Supplies	19,535	25,872	6,337	32.4%	21,166	(4,706)	(18.2%)
504315 Safety Supplies	-	-	-	0.0%	-	-	0.0%
504316 COVID-19	-	-	-	0.0%	-	-	0.0%
504317 Cleaning Supplies	-	-	-	0.0%	-	-	0.0%
504409 Repair/Maint Supplies	-	-	-	0.0%	-	-	0.0%
504417 Tenant Repairs	-	-	-	0.0%	-	-	0.0%
504421 Non-Inventory Parts	-	-	-	0.0%	-	-	0.0%
504511 Small Tools	-	-	-	0.0%	-	-	0.0%
504515 Employee Tool Replacement	-	-	-	0.0%	-	-	0.0%
Totals \$	29,850	33,254	3,404	11.4%	28,670	\$(4,584)	(13.8%)
UTILITIES							
505010 Propulsion Power	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
505011 Gas & Electric	-	-	-	0.0%	-	-	0.0%
505021 Water & Garbage	-	-	-	0.0%	-	-	0.0%
505031 Telecommunications	-	-	-	0.0%	-	-	0.0%
Totals \$	-	-	\$ -	0.0%	-	\$ -	0.0%
CASUALTY & LIABILITY							
506011 Insurance - Property	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
506015 Insurance - PL/PD	-	-	-	0.0%	-	-	0.0%
506021 Insurance - Other	-	-	-	0.0%	-	-	0.0%
506123 Settlement Costs	-	-	-	0.0%	-	-	0.0%
506127 Repairs - District Prop	-	-	-	0.0%	-	-	0.0%
Totals \$	-	-	\$ -	0.0%	-	\$ -	0.0%

13C.13

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY25 & FY26 OPERATING BUDGET**

Admin - 1100

ACCOUNT	June-23		June-24		Increase/(Decrease)		PLAN	Increase/(Decrease)			
	BUDGET	FY24	BUDGET	FY25	\$ VAR	% VAR		FY26	\$ VAR	% VAR	
TAXES											
507051 Fuel Tax	\$	-	\$	-	\$	0.0%	-	\$	-	0.0%	
507201 Licenses & Permits		-		-		0.0%	-		-	0.0%	
507999 Other Taxes		-		-		0.0%	-		-	0.0%	
Totals	\$	-	\$	-	\$	0.0%	-	\$	-	0.0%	
MISC EXPENSE											
509011 Dues/Subscriptions	\$	97,763	\$	91,696	\$	(6,067)	94,541	\$	2,845	3.1%	
509081 Advertising - District Promo		-		-		0.0%	-		-	0.0%	
509101 Employee Incentive Program		35,220		8,000		(27,220)	8,000		-	0.0%	
509121 Employee Training		2,533		2,660		127	2,793		133	5.0%	
509122 BOD Travel		13,719		3,324		(10,395)	3,490		166	5.0%	
509123 Travel		21,121		15,000		(6,121)	15,000		-	0.0%	
509125 Local Meeting Expense		22,860		11,081		(11,779)	11,635		554	5.0%	
509127 Board Director Fees		10,000		8,850		(1,150)	8,850		-	0.0%	
509150 Contributions		-		-		0.0%	-		-	0.0%	
509198 Cash Over/Short		-		-		0.0%	-		-	0.0%	
509999 Other Misc Expense		-		-		0.0%	-		-	0.0%	
Totals	\$	203,216	\$	140,611	\$	(62,605)	144,309	\$	3,698	2.6%	
INTEREST EXPENSE & DEBT SERVICE											
511102 Interest Expense - Loan	\$	-	\$	-	\$	0.0%	-	\$	-	0.0%	
511103 Interest Expense - POB		-		-		0.0%	-		-	0.0%	
524000 Principal - POB		-		-		0.0%	-		-	0.0%	
Totals	\$	-	\$	-	\$	0.0%	-	\$	-	0.0%	
LEASES & RENTALS											
512011 Facility Lease	\$	-	\$	-	\$	0.0%	-	\$	-	0.0%	
512061 Equipment Rental		2,110		1,900		(210)	1,900		-	0.0%	
Totals	\$	2,110	\$	1,900	\$	(210)	1,900	\$	-	0.0%	
PERSONNEL TOTAL	\$	831,561	\$	1,056,066	\$	224,505	\$	1,079,559	\$	23,493	2.2%
NON-PERSONNEL TOTAL	\$	926,107	\$	421,049	\$	(505,058)	\$	370,182	\$	(50,867)	(12.1%)
TOTAL OPERATING EXPENSES	\$	1,757,668	\$	1,477,115	\$	(280,553)	\$	1,449,741	\$	(27,374)	(1.9%)

13C.14

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

Finance - 1200

ACCOUNT	June-23		June-24		Increase/(Decrease)		PLAN	Increase/(Decrease)		
	BUDGET	FY24	BUDGET	FY25	\$ VAR	% VAR		FY26	\$ VAR	% VAR
LABOR										
501011 Bus Operator Pay	\$	-	\$	-	\$	0.0%	-	\$	-	0.0%
501013 Bus Operator OT		-		-		0.0%	-		-	0.0%
501021 Other Salaries		934,030		1,110,427	176,397	18.9%	1,180,757	70,330	6.3%	
501023 Other OT		2,999		8,156	5,157	172.0%	8,624	468	5.7%	
Totals	\$	937,029	\$	1,118,583	\$ 181,554	19.4%	\$ 1,189,381	\$ 70,798	6.3%	
FRINGE BENEFITS										
502011 Medicare/Soc. Sec.	\$	16,663	\$	19,905	3,242	19.5%	21,181	1,276	6.4%	
502021 Retirement		122,780		142,437	19,657	16.0%	148,722	6,285	4.4%	
502022 Retirement UAL		-		33,788	33,788	100.0%	62,608	28,820	85.3%	
502031 Medical Ins		334,747		311,277	(23,470)	(7.0%)	333,708	22,431	7.2%	
502041 Dental Ins		18,014		16,399	(1,615)	(9.0%)	16,650	251	1.5%	
502045 Vision Ins		3,036		3,240	204	6.7%	3,336	96	3.0%	
502051 Life Ins/AD&D		1,703		1,404	(299)	(17.6%)	1,452	48	3.4%	
502060 State Disability Ins (SDI)		9,875		15,513	5,638	57.1%	16,943	1,430	9.2%	
502061 Long Term Disability Ins		6,642		7,239	597	9.0%	7,373	134	1.9%	
502071 State Unemployment Ins (SUI)		1,155		1,344	189	16.4%	1,428	84	6.3%	
502081 Worker's Comp Ins		34,846		39,155	4,309	12.4%	40,329	1,174	3.0%	
502101 Holiday Pay		34,664		41,317	6,653	19.2%	43,971	2,654	6.4%	
502103 Floating Holiday		21,655		24,029	2,374	11.0%	25,389	1,360	5.7%	
502109 Sick Leave		51,993		61,976	9,983	19.2%	65,954	3,978	6.4%	
502111 Annual Leave		95,769		117,218	21,449	22.4%	125,730	8,512	7.3%	
502121 Other Paid Absence		8,125		9,683	1,558	19.2%	10,305	622	6.4%	
502251 Phys. Exams		-		-	-	0.0%	-	-	0.0%	
502253 Driver Lic Renewal		-		-	-	0.0%	-	-	0.0%	
502999 Other Fringe Benefits		8,119		12,160	4,041	49.8%	12,172	12	0.1%	
Totals	\$	769,786	\$	858,084	\$ 88,298	11.5%	\$ 937,251	\$ 79,167	9.2%	

Attachment C

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY25 & FY26 OPERATING BUDGET**

Finance - 1200

ACCOUNT	June-23		June-24		Increase/(Decrease)		PLAN		Increase/(Decrease)	
	BUDGET	FY24	BUDGET	FY25	\$ VAR	% VAR	FY26	\$ VAR	% VAR	
SERVICES										
503011 Actcing/Audit Fees	\$	105,000	\$	58,187	\$ (46,813)	(44.6%)	\$ 60,846	\$ 2,659	4.6%	
503012 Admin/Bank Fees		627,000		339,230	(287,770)	(45.9%)	453,970	114,740	33.8%	
503031 Prof/Technical Fees		269,550		146,406	(123,144)	(45.7%)	84,751	(61,655)	(42.1%)	
503032 Legislative Services		-		-	-	0.0%	-	-	0.0%	
503033 Legal Services		-		-	-	0.0%	-	-	0.0%	
503034 Pre-Employment Exams		-		-	-	0.0%	-	-	0.0%	
503041 Temp Help		-		-	-	0.0%	-	-	0.0%	
503161 Custodial Services		-		-	-	0.0%	-	-	0.0%	
503162 Uniforms/Laundry		-		-	-	0.0%	-	-	0.0%	
503171 Security Services		-		-	-	0.0%	-	-	0.0%	
503221 Classified/Legal Ads		-		-	-	0.0%	-	-	0.0%	
503222 Legal Ads		-		-	-	0.0%	-	-	0.0%	
503225 Graphic Services		-		-	-	0.0%	-	-	0.0%	
503351 Repair - Bldg & Impr		-		-	-	0.0%	-	-	0.0%	
503352 Repair - Equipment		-		-	-	0.0%	-	-	0.0%	
503353 Repair - Rev Vehicle		-		10,000	10,000	100.0%	10,000	-	0.0%	
503354 Repair - Non Rev Vehicle		-		-	-	0.0%	-	-	0.0%	
503363 Haz Mat Disposal		-		-	-	0.0%	-	-	0.0%	
Totals	\$	1,001,550	\$	553,823	\$ (447,727)	(44.7%)	\$ 609,567	\$ 55,744	10.1%	
MOBILE MATERIALS & SUPPLIES										
504011 Fuels & Lubricants - Non Rev Veh	\$	-	\$	-	-	0.0%	-	\$	0.0%	
504012 Fuels & Lubricants - Rev Veh		-		-	-	0.0%	-	-	0.0%	
Hydrogen fuel		-		-	-	0.0%	-	-	0.0%	
504021 Tires & Tubes		-		-	-	0.0%	-	-	0.0%	
504161 Other Mobile Supplies		-		-	-	0.0%	-	-	0.0%	
504191 Rev Vehicle Parts		-		-	-	0.0%	-	-	0.0%	
Totals	\$	-	\$	-	-	0.0%	-	\$	0.0%	

Attachment C

13C.16

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

Finance - 1200

ACCOUNT	June-23		June-24		Increase/(Decrease)		PLAN	Increase/(Decrease)		
	BUDGET	BUDGET	BUDGET	BUDGET	\$ VAR	% VAR		\$ VAR	% VAR	
	FY24	FY25	FY24	FY25	FY24	FY25	FY26	FY24	FY25	
OTHER MATERIALS & SUPPLIES										
504205 Freight Out	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	\$ -	0.0%
504211 Postage & Mailing	1,000	-	(1,000)	(100.0%)	-	-	-	-	-	0.0%
504214 Promotional Items	-	-	-	-	-	-	-	-	-	0.0%
504215 Printing	2,110	2,216	106	5.0%	111	2,327	111	5.0%	5.0%	
504217 Photo Supp/Process	-	-	-	-	-	-	-	-	-	0.0%
504311 Office Supplies	-	-	-	-	-	-	-	-	-	0.0%
504315 Safety Supplies	-	-	-	-	-	-	-	-	-	0.0%
504316 COVID-19	-	-	-	-	-	-	-	-	-	0.0%
504317 Cleaning Supplies	-	-	-	-	-	-	-	-	-	0.0%
504409 Repair/Maint Supplies	-	-	-	-	-	-	-	-	-	0.0%
504417 Tenant Repairs	-	-	-	-	-	-	-	-	-	0.0%
504421 Non-Inventory Parts	-	-	-	-	-	-	-	-	-	0.0%
504511 Small Tools	-	-	-	-	-	-	-	-	-	0.0%
504515 Employee Tool Replacement	-	-	-	-	-	-	-	-	-	0.0%
Totals	\$ 3,110	\$ 2,216	\$ (894)	(28.7%)	\$ 111	2,327	\$ 111	5.0%	5.0%	
UTILITIES										
505010 Propulsion Power	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	\$ -	0.0%
505011 Gas & Electric	-	-	-	-	-	-	-	-	-	0.0%
505021 Water & Garbage	-	-	-	-	-	-	-	-	-	0.0%
505031 Telecommunications	-	-	-	-	-	-	-	-	-	0.0%
Totals	\$ -	\$ -	\$ -	0.0%	\$ -	-	\$ -	0.0%	0.0%	
CASUALTY & LIABILITY										
506011 Insurance - Property	\$ 92,950	\$ 77,386	\$ (15,564)	(16.7%)	\$ 3,865	81,251	\$ 3,865	5.0%	5.0%	
506015 Insurance - PL/PD	797,545	657,783	(139,762)	(17.5%)	32,889	690,672	32,889	5.0%	5.0%	
506021 Insurance - Other	86,700	91,000	4,300	5.0%	1,000	92,000	1,000	1.1%	1.1%	
506123 Settlement Costs	-	-	-	-	-	-	-	-	-	0.0%
506127 Repairs - District Prop	-	-	-	-	-	-	-	-	-	0.0%
Totals	\$ 977,195	\$ 826,169	\$ (151,026)	(15.5%)	\$ 37,754	863,923	\$ 37,754	4.6%	4.6%	

Attachment C

13C.17

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

Finance - 1200

ACCOUNT	June-23		June-24		June-25		June-26		Increase/(Decrease)	
	BUDGET	FY24	BUDGET	FY25	BUDGET	FY26	\$ VAR	% VAR	\$ VAR	% VAR
TAXES										
507051 Fuel Tax	\$	-	\$	-	\$	-	\$	0.0%	\$	0.0%
507201 Licenses & Permits	-	-	-	-	-	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	-	-	-	-	-	0.0%	-	0.0%
Totals	\$	-	\$	-	\$	-	\$	0.0%	\$	0.0%
MISC EXPENSE										
509011 Dues/Subscriptions	\$	654	\$	500	\$	(154)	(23.5%)	\$	500	0.0%
509081 Advertising - District Promo	-	-	-	-	-	-	0.0%	-	-	0.0%
509101 Employee Incentive Program	8,000	8,000	1,000	1,000	(7,000)	(87.5%)		1,000	0.0%	
509121 Employee Training	15,000	15,000	20,000	20,000	5,000	33.3%		20,000	0.0%	
509122 BOD Travel	-	-	-	-	-	-	0.0%	-	-	0.0%
509123 Travel	10,000	10,000	10,000	10,000	-	0.0%		10,000	0.0%	
509125 Local Meeting Expense	-	-	-	-	-	-	0.0%	-	-	0.0%
509127 Board Director Fees	-	-	-	-	-	-	0.0%	-	-	0.0%
509150 Contributions	-	-	-	-	-	-	0.0%	-	-	0.0%
509198 Cash Over/Short	-	-	-	-	-	-	0.0%	-	-	0.0%
509999 Other Misc Expense	-	-	-	-	-	-	0.0%	-	-	0.0%
Totals	\$	33,654	\$	31,500	\$	(2,154)	(6.4%)	\$	31,500	0.0%
INTEREST EXPENSE & DEBT SERVICE										
511102 Interest Expense - Loan	\$	893	\$	-	\$	(893)	(100.0%)	\$	-	0.0%
511103 Interest Expense - POB	1,426,832	1,426,832	1,376,786	1,376,786	(50,046)	(3.5%)		1,316,724	(4.4%)	
524000 Principal - POB	2,745,833	2,745,833	2,800,417	2,800,417	54,584	2.0%		2,864,583	2.3%	
Totals	\$	4,173,558	\$	4,177,203	\$	3,645	0.1%	\$	4,181,307	0.1%
LEASES & RENTALS										
512011 Facility Lease	\$	-	\$	-	\$	-	0.0%	\$	-	0.0%
512061 Equipment Rental	618	618	(618)	(618)	(100.0%)			-	0.0%	
Totals	\$	618	\$	(618)	(100.0%)	\$	(618)	\$	-	0.0%
PERSONNEL TOTAL										
PERSONNEL TOTAL	\$	1,706,815	\$	1,976,667	\$	269,852	15.8%	\$	2,126,632	7.6%
NON-PERSONNEL TOTAL	\$	6,189,685	\$	5,590,911	\$	(598,774)	(9.7%)	\$	5,688,624	1.7%
TOTAL OPERATING EXPENSES	\$	7,896,500	\$	7,567,578	\$	(328,922)	(4.2%)	\$	7,815,256	3.3%

13C.18

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

Customer Service - 1300

ACCOUNT	June-23		June-24		Increase/(Decrease)		PLAN FY26	Increase/(Decrease)	
	BUDGET FY24	BUDGET FY25	\$ VAR	% VAR	\$ VAR	% VAR		\$ VAR	% VAR
LABOR									
501011 Bus Operator Pay	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%	-	\$ -	0.0%
501013 Bus Operator OT	-	-	-	0.0%	-	0.0%	-	-	0.0%
501021 Other Salaries	531,146	597,318	66,172	12.5%	697,263	16.7%	99,945	99,945	16.7%
501023 Other OT	7,504	5,004	(2,500)	(33.3%)	5,004	0.0%	-	-	0.0%
Totals \$	\$ 538,650	\$ 602,322	\$ 63,672	11.8%	\$ 702,267	16.6%	\$ 99,945	\$ 99,945	16.6%
FRINGE BENEFITS									
502011 Medicare/Soc. Sec.	\$ 9,652	10,833	\$ 1,181	12.2%	\$ 12,579	16.1%	\$ 1,746	\$ 1,746	16.1%
502021 Retirement	72,385	80,366	7,981	11.0%	89,546	11.4%	9,180	9,180	11.4%
502022 Retirement UAL	-	18,373	18,373	100.0%	37,194	102.4%	18,821	18,821	102.4%
502031 Medical Ins	279,657	245,293	(34,364)	(12.3%)	262,954	7.2%	17,661	17,661	7.2%
502041 Dental Ins	13,909	11,433	(2,476)	(17.8%)	11,598	1.4%	165	165	1.4%
502045 Vision Ins	2,760	2,700	(60)	(2.2%)	2,780	3.0%	80	80	3.0%
502051 Life Ins/AD&D	1,274	1,170	(104)	(8.2%)	1,210	3.4%	40	40	3.4%
502060 State Disability Ins (SDI)	5,990	8,443	2,453	41.0%	10,064	19.2%	1,621	1,621	19.2%
502061 Long Term Disability Ins	4,923	5,159	236	4.8%	5,302	2.8%	143	143	2.8%
502071 State Unemployment Ins (SUI)	1,050	1,120	70	6.7%	1,190	6.3%	70	70	6.3%
502081 Worker's Comp Ins	31,679	32,629	950	3.0%	33,608	3.0%	979	979	3.0%
502101 Holiday Pay	19,897	22,424	2,527	12.7%	26,029	16.1%	3,605	3,605	16.1%
502103 Floating Holiday	3,917	4,326	409	10.4%	8,058	86.3%	3,732	3,732	86.3%
502109 Sick Leave	29,850	33,637	3,787	12.7%	39,044	16.1%	5,407	5,407	16.1%
502111 Annual Leave	68,581	79,084	10,503	15.3%	86,146	8.9%	7,062	7,062	8.9%
502121 Other Paid Absence	4,667	5,257	590	12.6%	6,103	16.1%	846	846	16.1%
502251 Phys. Exams	-	-	-	0.0%	-	0.0%	-	-	0.0%
502253 Driver Lic Renewal	-	-	-	0.0%	-	0.0%	-	-	0.0%
502999 Other Fringe Benefits	2,240	6,250	4,010	179.0%	6,260	0.2%	10	10	0.2%
Totals \$	\$ 552,431	\$ 568,497	\$ 16,066	2.9%	\$ 639,665	12.5%	\$ 71,168	\$ 71,168	12.5%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

Customer Service - 1300

ACCOUNT	June-23 BUDGET FY24	June-24 BUDGET FY25	Increase/(Decrease) \$ VAR	Increase/(Decrease) % VAR	PLAN FY26	Increase/(Decrease) \$ VAR	Increase/(Decrease) % VAR
SERVICES							
503011 Accting/Audit Fees	\$	-	\$	0.0%	-	\$	0.0%
503012 Admin/Bank Fees	-	-	-	0.0%	-	-	0.0%
503031 Prof/Technical Fees	-	-	-	0.0%	-	-	0.0%
503032 Legislative Services	-	-	-	0.0%	-	-	0.0%
503033 Legal Services	-	-	-	0.0%	-	-	0.0%
503034 Pre-Employment Exams	-	-	-	0.0%	-	-	0.0%
503041 Temp Help	-	-	-	0.0%	-	-	0.0%
503161 Custodial Services	-	-	-	0.0%	-	-	0.0%
503162 Uniforms/Laundry	2,500	3,500	1,000	40.0%	3,675	175	5.0%
503171 Security Services	-	-	-	0.0%	-	-	0.0%
503221 Classified/Legal Ads	-	-	-	0.0%	-	-	0.0%
503222 Legal Ads	-	-	-	0.0%	-	-	0.0%
503225 Graphic Services	-	-	-	0.0%	-	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	0.0%	-	-	0.0%
503352 Repair - Equipment	-	600	600	100.0%	630	30	5.0%
503353 Repair - Rev Vehicle	-	-	-	0.0%	-	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	0.0%	-	-	0.0%
503363 Haz Mat Disposal	-	-	-	0.0%	-	-	0.0%
Totals	\$ 2,500	\$ 4,100	\$ 1,600	64.0%	\$ 4,305	\$ 205	5.0%
MOBILE MATERIALS & SUPPLIES							
504011 Fuels & Lubricants - Non Rev Veh	\$	-	\$	0.0%	-	\$	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	0.0%	-	-	0.0%
Hydro	-	-	-	0.0%	-	-	0.0%
504021 Tires & Tubes	-	-	-	0.0%	-	-	0.0%
504161 Other Mobile Supplies	-	-	-	0.0%	-	-	0.0%
504191 Rev Vehicle Parts	-	-	-	0.0%	-	-	0.0%
Totals	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%

13C.20

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

Customer Service - 1300

ACCOUNT	June-23		June-24		Increase/(Decrease)		PLAN	Increase/(Decrease)	
	BUDGET	BUDGET	BUDGET	BUDGET	\$ VAR	% VAR		\$ VAR	% VAR
	FY24	FY25	FY25	FY26			FY26		
OTHER MATERIALS & SUPPLIES									
504205 Freight Out	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
504211 Postage & Mailing	1,250	400	(850)	400	(850)	(68.0%)	400	-	0.0%
504214 Promotional Items	-	-	-	-	-	0.0%	-	-	0.0%
504215 Printing	3,000	2,000	(1,000)	2,100	(1,000)	(33.3%)	2,100	100	5.0%
504217 Photo Supp/Process	1,000	-	(1,000)	-	(1,000)	(100.0%)	-	-	0.0%
504311 Office Supplies	5,000	4,000	(1,000)	4,200	(1,000)	(20.0%)	4,200	200	5.0%
504315 Safety Supplies	-	-	-	-	-	0.0%	-	-	0.0%
504316 COVID-19	-	-	-	-	-	0.0%	-	-	0.0%
504317 Cleaning Supplies	-	-	-	-	-	0.0%	-	-	0.0%
504409 Repair/Maint Supplies	-	-	-	-	-	0.0%	-	-	0.0%
504417 Tenant Repairs	-	-	-	-	-	0.0%	-	-	0.0%
504421 Non-Inventory Parts	-	-	-	-	-	0.0%	-	-	0.0%
504511 Small Tools	-	-	-	-	-	0.0%	-	-	0.0%
504515 Employee Tool Replacement	-	-	-	-	-	0.0%	-	-	0.0%
Totals	\$ 10,250	\$ 6,400	\$ (3,850)	\$ 6,700	\$ (3,850)	(37.6%)	6,700	\$ 300	4.7%
UTILITIES									
505010 Propulsion Power	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
505011 Gas & Electric	-	-	-	-	-	0.0%	-	-	0.0%
505021 Water & Garbage	-	-	-	-	-	0.0%	-	-	0.0%
505031 Telecommunications	-	-	-	-	-	0.0%	-	-	0.0%
Totals	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
CASUALTY & LIABILITY									
506011 Insurance - Property	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
506015 Insurance - PL/PD	-	-	-	-	-	0.0%	-	-	0.0%
506021 Insurance - Other	-	-	-	-	-	0.0%	-	-	0.0%
506123 Settlement Costs	-	-	-	-	-	0.0%	-	-	0.0%
506127 Repairs - District Prop	-	-	-	-	-	0.0%	-	-	0.0%
Totals	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%

13C.21

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

Customer Service - 1300

ACCOUNT	June-23 BUDGET FY24	June-24 BUDGET FY25	Increase/(Decrease) \$ VAR	Increase/(Decrease) % VAR	PLAN FY26	Increase/(Decrease) \$ VAR	Increase/(Decrease) % VAR
TAXES							
507051 Fuel Tax	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%
507201 Licenses & Permits	13,000	11,000	(2,000)	(15.4%)	11,550	550	5.0%
507999 Other Taxes	-	-	-	0.0%	-	-	0.0%
Totals	\$ 13,000	\$ 11,000	\$ (2,000)	(15.4%)	\$ 11,550	\$ 550	5.0%
MISC EXPENSE							
509011 Dues/Subscriptions	\$ -	\$ 500	\$ 500	100.0%	\$ 500	\$ -	0.0%
509081 Advertising - District Promo	-	-	-	0.0%	-	-	0.0%
509101 Employee Incentive Program	1,200	2,000	800	66.7%	2,100	100	5.0%
509121 Employee Training	8,513	12,119	3,606	42.4%	12,425	306	2.5%
509122 BOD Travel	-	-	-	0.0%	-	-	0.0%
509123 Travel	5,360	7,500	2,140	39.9%	7,875	375	5.0%
509125 Local Meeting Expense	300	315	15	5.0%	331	16	5.1%
509127 Board Director Fees	-	-	-	0.0%	-	-	0.0%
509150 Contributions	-	-	-	0.0%	-	-	0.0%
509198 Cash Over/Short	-	-	-	0.0%	-	-	0.0%
509999 Other Misc Expense	-	-	-	0.0%	-	-	0.0%
Totals	\$ 15,373	\$ 22,434	\$ 7,061	45.9%	\$ 23,231	\$ 797	3.6%
INTEREST EXPENSE & DEBT SERVICE							
511102 Interest Expense - Loan	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%
511103 Interest Expense - POB	-	-	-	0.0%	-	-	0.0%
524000 Principal - POB	-	-	-	0.0%	-	-	0.0%
Totals	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%
LEASES & RENTALS							
512011 Facility Lease	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%
512061 Equipment Rental	3,606	2,000	(1,606)	(44.5%)	2,100	100	5.0%
Totals	\$ 3,606	\$ 2,000	\$ (1,606)	(44.5%)	\$ 2,100	\$ 100	5.0%
PERSONNEL TOTAL	\$ 1,091,081	\$ 1,170,819	\$ 79,738	7.3%	\$ 1,341,932	\$ 171,113	14.6%
NON-PERSONNEL TOTAL	\$ 44,729	\$ 45,934	\$ 1,205	2.7%	\$ 47,886	\$ 1,952	4.2%
TOTAL OPERATING EXPENSES	\$ 1,135,810	\$ 1,216,753	\$ 80,943	7.1%	\$ 1,389,818	\$ 173,065	14.2%

13C.22

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

Marketing - 1325

ACCOUNT	June-23		June-24		Increase/(Decrease)		PLAN	Increase/(Decrease)		
	BUDGET	FY24	BUDGET	FY25	\$ VAR	% VAR		FY26	\$ VAR	% VAR
LABOR										
501011 Bus Operator Pay	\$	-	\$	-	\$	0.0%	-	\$	-	0.0%
501013 Bus Operator OT		-		-		0.0%	-		-	0.0%
501021 Other Salaries		157,670		302,823	145,153	92.1%	319,240	16,417	5.4%	
501023 Other OT		7,500		-	(7,500)	(100.0%)	-	-	0.0%	
Totals	\$	165,170	\$	302,823	\$ 137,653	83.3%	\$ 319,240	\$ 16,417	5.4%	
FRINGE BENEFITS										
502011 Medicare/Soc. Sec.	\$	2,845	\$	5,344	2,499	87.8%	5,630	286	5.4%	
502021 Retirement		20,756		32,742	11,986	57.7%	34,343	1,601	4.9%	
502022 Retirement UAL		-		7,748	7,748	100.0%	14,340	6,592	85.1%	
502031 Medical Ins		49,408		79,534	30,126	61.0%	85,266	5,732	7.2%	
502041 Dental Ins		2,405		4,058	1,653	68.7%	4,122	64	1.6%	
502045 Vision Ins		552		810	258	46.7%	834	24	3.0%	
502051 Life Ins/AD&D		338		351	13	3.8%	363	12	3.4%	
502060 State Disability Ins (SDI)		1,765		4,164	2,399	135.9%	4,503	339	8.1%	
502061 Long Term Disability Ins		1,422		1,928	506	35.6%	1,928	-	0.0%	
502071 State Unemployment Ins (SUI)		210		784	574	273.3%	833	49	6.3%	
502081 Worker's Comp Ins		6,336		22,840	16,504	260.5%	23,525	685	3.0%	
502101 Holiday Pay		5,656		9,421	3,765	66.6%	10,018	597	6.3%	
502103 Floating Holiday		5,366		7,385	2,019	37.6%	7,681	296	4.0%	
502109 Sick Leave		8,483		14,130	5,647	66.6%	15,027	897	6.3%	
502111 Annual Leave		10,187		32,603	22,416	220.0%	33,951	1,348	4.1%	
502121 Other Paid Absence		1,326		2,209	883	66.6%	2,347	138	6.2%	
502251 Phys. Exams		-		-	-	0.0%	-	-	0.0%	
502253 Driver Lic Renewal		-		-	-	0.0%	-	-	0.0%	
502999 Other Fringe Benefits		2,008		2,040	32	1.6%	2,043	3	0.1%	
Totals	\$	119,063	\$	228,091	\$ 109,028	91.6%	\$ 246,754	\$ 18,663	8.2%	

Attachment C

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY25 & FY26 OPERATING BUDGET**

Marketing - 1325

ACCOUNT	June-23	June-24	Increase/(Decrease)		PLAN	Increase/(Decrease)	
	BUDGET FY24	BUDGET FY25	\$ VAR	% VAR	FY26	\$ VAR	% VAR
SERVICES							
503011 Accting/Audit Fees	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%
503012 Admin/Bank Fees	-	-	-	0.0%	-	-	0.0%
503031 Prof/Technical Fees	585,000	528,401	(56,599)	(9.7%)	431,171	(97,230)	(18.4%)
503032 Legislative Services	-	-	-	0.0%	-	-	0.0%
503033 Legal Services	-	-	-	0.0%	-	-	0.0%
503034 Pre-Employment Exams	-	-	-	0.0%	-	-	0.0%
503041 Temp Help	-	-	-	0.0%	-	-	0.0%
503161 Custodial Services	-	-	-	0.0%	-	-	0.0%
503162 Uniforms/Laundry	-	-	-	0.0%	-	-	0.0%
503171 Security Services	-	-	-	0.0%	-	-	0.0%
503221 Classified/Legal Ads	-	-	-	0.0%	-	-	0.0%
503222 Legal Ads	-	-	-	0.0%	-	-	0.0%
503225 Graphic Services	-	-	-	0.0%	-	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	0.0%	-	-	0.0%
503352 Repair - Equipment	-	-	-	0.0%	-	-	0.0%
503353 Repair - Rev Vehicle	-	-	-	0.0%	-	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	0.0%	-	-	0.0%
503363 Haz Mat Disposal	-	-	-	0.0%	-	-	0.0%
Totals	\$ 585,000	\$ 528,401	\$ (56,599)	(9.7%)	\$ 431,171	\$ (97,230)	(18.4%)
MOBILE MATERIALS & SUPPLIES							
504011 Fuels & Lubricants - Non Rev Veh	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	0.0%	-	-	0.0%
Hydro							
Hydrogen fuel	-	-	-	0.0%	-	-	0.0%
504021 Tires & Tubes	-	-	-	0.0%	-	-	0.0%
504161 Other Mobile Supplies	-	-	-	0.0%	-	-	0.0%
504191 Rev Vehicle Parts	-	-	-	0.0%	-	-	0.0%
Totals	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%

13C.24

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

Marketing - 1325

ACCOUNT	June-23 BUDGET FY24	June-24 BUDGET FY25	Increase/(Decrease) \$ VAR	Increase/(Decrease) % VAR	PLAN FY26	Increase/(Decrease) \$ VAR	Increase/(Decrease) % VAR
OTHER MATERIALS & SUPPLIES							
504205 Freight Out	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
504211 Postage & Mailing	24,000	11,700	(12,300)	(51.3%)	12,285	585	5.0%
504214 Promotional Items	61,000	50,000	(11,000)	(18.0%)	52,500	2,500	5.0%
504215 Printing	346,800	241,000	(105,800)	(30.5%)	251,000	10,000	4.1%
504217 Photo Supp/Process	-	-	-	0.0%	-	-	0.0%
504311 Office Supplies	5,000	1,500	(3,500)	(70.0%)	1,500	-	0.0%
504315 Safety Supplies	-	-	-	0.0%	-	-	0.0%
504316 COVID-19	-	-	-	0.0%	-	-	0.0%
504317 Cleaning Supplies	-	-	-	0.0%	-	-	0.0%
504409 Repair/Maint Supplies	-	-	-	0.0%	-	-	0.0%
504417 Tenant Repairs	-	-	-	0.0%	-	-	0.0%
504421 Non-Inventory Parts	-	-	-	0.0%	-	-	0.0%
504511 Small Tools	-	-	-	0.0%	-	-	0.0%
504515 Employee Tool Replacement	-	-	-	0.0%	-	-	0.0%
Totals	\$ 436,800	\$ 304,200	\$ (132,600)	(30.4%)	\$ 317,285	\$ 13,085	4.3%
UTILITIES							
505010 Propulsion Power	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
505011 Gas & Electric	-	-	-	0.0%	-	-	0.0%
505021 Water & Garbage	-	-	-	0.0%	-	-	0.0%
505031 Telecommunications	1,000	-	(1,000)	(100.0%)	-	-	0.0%
Totals	\$ 1,000	\$ -	\$ (1,000)	(100.0%)	\$ -	\$ -	0.0%
CASUALTY & LIABILITY							
506011 Insurance - Property	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
506015 Insurance - PL/PD	-	-	-	0.0%	-	-	0.0%
506021 Insurance - Other	-	-	-	0.0%	-	-	0.0%
506123 Settlement Costs	-	-	-	0.0%	-	-	0.0%
506127 Repairs - District Prop	-	-	-	0.0%	-	-	0.0%
Totals	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%

13C.25

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

Marketing - 1325

ACCOUNT	June-23 BUDGET FY24	June-24 BUDGET FY25	Increase/(Decrease) \$ VAR	Increase/(Decrease) % VAR	PLAN FY26	Increase/(Decrease) \$ VAR	Increase/(Decrease) % VAR
TAXES							
507051 Fuel Tax	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
507201 Licenses & Permits	-	-	-	0.0%	-	-	0.0%
507999 Other Taxes	-	-	-	0.0%	-	-	0.0%
Totals	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
MISC EXPENSE							
509011 Dues/Subscriptions	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
509081 Advertising - District Promo	245,000	124,000	(121,000)	(49.4%)	129,400	5,400	4.4%
509101 Employee Incentive Program	-	-	-	0.0%	-	-	0.0%
509121 Employee Training	12,000	7,000	(5,000)	(41.7%)	7,000	-	0.0%
509122 BOD Travel	-	-	-	0.0%	-	-	0.0%
509123 Travel	10,000	9,000	(1,000)	(10.0%)	9,000	-	0.0%
509125 Local Meeting Expense	800	800	-	0.0%	800	-	0.0%
509127 Board Director Fees	-	-	-	0.0%	-	-	0.0%
509150 Contributions	-	-	-	0.0%	-	-	0.0%
509198 Cash Over/Short	-	-	-	0.0%	-	-	0.0%
509999 Other Misc Expense	-	-	-	0.0%	-	-	0.0%
Totals	\$ 267,800	\$ 140,800	\$ (127,000)	(47.4%)	146,200	\$ 5,400	3.8%
INTEREST EXPENSE & DEBT SERVICE							
511102 Interest Expense - Loan	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
511103 Interest Expense - POB	-	-	-	0.0%	-	-	0.0%
524000 Principal - POB	-	-	-	0.0%	-	-	0.0%
Totals	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
LEASES & RENTALS							
512011 Facility Lease	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
512061 Equipment Rental	-	-	-	0.0%	-	-	0.0%
Totals	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
PERSONNEL TOTAL							
	\$ 284,233	\$ 530,914	\$ 246,681	86.8%	\$ 565,994	\$ 35,080	6.6%
NON-PERSONNEL TOTAL							
	\$ 1,290,600	\$ 973,401	\$ (317,199)	(24.6%)	\$ 894,656	\$ (78,745)	(8.1%)
TOTAL OPERATING EXPENSES	\$ 1,574,833	\$ 1,504,315	\$ (70,518)	(4.5%)	1,460,650	\$ (43,665)	(2.9%)

13C.26

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY25 & FY26 OPERATING BUDGET**

HR - 1400

June-24

June-23

BUDGET

BUDGET

FY25

FY24

Increase/(Decrease)
\$ VAR % VAR

PLAN
FY26

Increase/(Decrease)
\$ VAR % VAR

ACCOUNT	June-23 BUDGET FY24	June-24 BUDGET FY25	Increase/(Decrease) \$ VAR % VAR	PLAN FY26	Increase/(Decrease) \$ VAR % VAR
LABOR					
501011 Bus Operator Pay	\$ -	\$ -	\$ - 0.0%	\$ -	\$ - 0.0%
501013 Bus Operator OT	-	-	- 0.0%	-	- 0.0%
501021 Other Salaries	583,711	649,427	65,716 11.3%	692,626	43,199 6.7%
501023 Other OT	1,000	1,000	- 0.0%	1,000	- 0.0%
Totals \$	\$ 584,711	\$ 650,427	\$ 65,716 11.2%	\$ 693,626	\$ 43,199 6.6%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	\$ 10,291	\$ 11,577	\$ 1,286 12.5%	\$ 12,398	\$ 821 7.1%
502021 Retirement	75,314	82,481	7,167 9.5%	86,829	4,348 5.3%
502022 Retirement UAL	-	19,744	19,744 100.0%	36,822	17,078 86.5%
502031 Medical Ins	151,518	150,978	(540) (0.4%)	161,858	10,880 7.2%
502041 Dental Ins	10,267	7,208	(3,059) (29.8%)	7,314	106 1.5%
502045 Vision Ins	1,932	1,890	(42) (2.2%)	1,946	56 3.0%
502051 Life Ins/AD&D	1,027	819	(208) (20.3%)	847	28 3.4%
502060 State Disability Ins (SDI)	6,092	9,022	2,930 48.1%	9,918	896 9.9%
502061 Long Term Disability Ins	4,338	4,338	- 0.0%	4,338	- 0.0%
502071 State Unemployment Ins (SUI)	735	784	49 6.7%	833	49 6.3%
502081 Worker's Comp Ins	22,175	22,840	665 3.0%	23,525	685 3.0%
502101 Holiday Pay	21,204	24,077	2,873 13.5%	25,792	1,715 7.1%
502103 Floating Holiday	12,842	14,726	1,884 14.7%	15,644	918 6.2%
502109 Sick Leave	31,807	36,112	4,305 13.5%	38,689	2,577 7.1%
502111 Annual Leave	54,260	67,416	13,156 24.2%	75,226	7,810 11.6%
502121 Other Paid Absence	4,971	5,643	672 13.5%	6,044	401 7.1%
502251 Phys. Exams	-	-	- 0.0%	-	- 0.0%
502253 Driver Lic Renewal	-	-	- 0.0%	-	- 0.0%
502999 Other Fringe Benefits	8,103	4,110	(3,993) (49.3%)	4,117	7 0.2%
Totals \$	\$ 416,876	\$ 463,765	\$ 46,889 11.2%	\$ 512,140	\$ 48,375 10.4%

Attachment C

13C.27

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY25 & FY26 OPERATING BUDGET**

HR - 1400

ACCOUNT	June-23		June-24		Increase/(Decrease)		PLAN	Increase/(Decrease)		
	BUDGET	FY24	BUDGET	FY25	\$ VAR	% VAR		FY26	\$ VAR	% VAR
SERVICES										
503011 Accting/Audit Fees	\$	-	\$	-	\$	0.0%	-	\$	-	0.0%
503012 Admin/Bank Fees	-	-	-	-	-	0.0%	-	-	-	0.0%
503031 Prof/Technical Fees	224,576	-	96,464	(128,112)	(57.0%)	98,853	2,389	2,389	2.5%	
503032 Legislative Services	-	-	-	-	0.0%	-	-	-	-	0.0%
503033 Legal Services	-	-	-	-	0.0%	-	-	-	-	0.0%
503034 Pre-Employment Exams	10,219	-	11,810	1,591	15.6%	12,220	410	410	3.5%	
503041 Temp Help	-	-	-	-	0.0%	-	-	-	-	0.0%
503161 Custodial Services	-	-	-	-	0.0%	-	-	-	-	0.0%
503162 Uniforms/Laundry	-	-	-	-	0.0%	-	-	-	-	0.0%
503171 Security Services	-	-	-	-	0.0%	-	-	-	-	0.0%
503221 Classified/Legal Ads	31,166	-	19,280	(11,886)	(38.1%)	20,244	964	964	5.0%	
503222 Legal Ads	-	-	-	-	0.0%	-	-	-	-	0.0%
503225 Graphic Services	-	-	-	-	0.0%	-	-	-	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	-	0.0%	-	-	-	-	0.0%
503352 Repair - Equipment	-	-	-	-	0.0%	-	-	-	-	0.0%
503353 Repair - Rev Vehicle	-	-	-	-	0.0%	-	-	-	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	-	0.0%	-	-	-	-	0.0%
503363 Haz Mat Disposal	-	-	-	-	0.0%	-	-	-	-	0.0%
Totals	\$	265,961	\$	127,554	\$(138,407)	131,317	\$	3,763	\$	3.0%
MOBILE MATERIALS & SUPPLIES										
504011 Fuels & Lubricants - Non Rev Veh	\$	-	\$	-	\$	0.0%	-	\$	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	-	-	0.0%	-	-	-	0.0%
Hydro	-	-	-	-	-	0.0%	-	-	-	0.0%
504021 Tires & Tubes	-	-	-	-	-	0.0%	-	-	-	0.0%
504161 Other Mobile Supplies	-	-	-	-	-	0.0%	-	-	-	0.0%
504191 Rev Vehicle Parts	-	-	-	-	-	0.0%	-	-	-	0.0%
Totals	\$	-	\$	-	\$	0.0%	-	\$	-	0.0%

13C.28

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

HR - 1400

ACCOUNT	June-23		June-24		Increase/(Decrease)		PLAN	Increase/(Decrease)	
	BUDGET	BUDGET	BUDGET	BUDGET	\$ VAR	% VAR		\$ VAR	% VAR
	FY24	FY25	FY25	FY26			FY26		
OTHER MATERIALS & SUPPLIES									
504205 Freight Out	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%	-	\$ -	0.0%
504211 Postage & Mailing	-	-	-	-	0.0%	0.0%	-	-	0.0%
504214 Promotional Items	-	-	-	-	0.0%	0.0%	-	-	0.0%
504215 Printing	2,055	1,108	(947)	1,163	(46.1%)	5.0%	1,163	55	5.0%
504217 Photo Supp/Process	-	500	500	500	100.0%	0.0%	500	-	0.0%
504311 Office Supplies	-	-	-	-	0.0%	0.0%	-	-	0.0%
504315 Safety Supplies	-	-	-	-	0.0%	0.0%	-	-	0.0%
504316 COVID-19	-	-	-	-	0.0%	0.0%	-	-	0.0%
504317 Cleaning Supplies	-	-	-	-	0.0%	0.0%	-	-	0.0%
504409 Repair/Maint Supplies	-	-	-	-	0.0%	0.0%	-	-	0.0%
504417 Tenant Repairs	-	-	-	-	0.0%	0.0%	-	-	0.0%
504421 Non-Inventory Parts	-	-	-	-	0.0%	0.0%	-	-	0.0%
504511 Small Tools	-	-	-	-	0.0%	0.0%	-	-	0.0%
504515 Employee Tool Replacement	-	-	-	-	0.0%	0.0%	-	-	0.0%
Totals \$	2,055	1,608	(447)	1,663	(21.8%)	3.4%	\$	\$	3.4%
UTILITIES									
505010 Propulsion Power	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%	-	\$ -	0.0%
505011 Gas & Electric	-	-	-	-	0.0%	0.0%	-	-	0.0%
505021 Water & Garbage	-	-	-	-	0.0%	0.0%	-	-	0.0%
505031 Telecommunications	-	-	-	-	0.0%	0.0%	-	-	0.0%
Totals \$	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%	\$	\$	0.0%
CASUALTY & LIABILITY									
506011 Insurance - Property	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%	-	\$ -	0.0%
506015 Insurance - PL/PD	-	-	-	-	0.0%	0.0%	-	-	0.0%
506021 Insurance - Other	-	-	-	-	0.0%	0.0%	-	-	0.0%
506123 Settlement Costs	-	-	-	-	0.0%	0.0%	-	-	0.0%
506127 Repairs - District Prop	-	-	-	-	0.0%	0.0%	-	-	0.0%
Totals \$	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%	\$	\$	0.0%

13C.29

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY25 & FY26 OPERATING BUDGET**

HR - 1400

ACCOUNT	June-23		June-24		Increase/(Decrease) \$ VAR	Increase/(Decrease) % VAR	PLAN FY26	Increase/(Decrease) \$ VAR	Increase/(Decrease) % VAR
	BUDGET FY24	BUDGET FY25	BUDGET FY25	BUDGET FY26					
TAXES									
507051 Fuel Tax	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%
507201 Licenses & Permits	-	-	-	-	-	0.0%	-	-	0.0%
507999 Other Taxes	-	-	-	-	-	0.0%	-	-	0.0%
Totals	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%
MISC EXPENSE									
509011 Dues/Subscriptions	\$ 3,862	\$ 4,055	\$ 4,055	\$ 193	\$ 193	5.0%	\$ 4,257	\$ 202	5.0%
509081 Advertising - District Promo	-	-	-	-	-	0.0%	-	-	0.0%
509101 Employee Incentive Program	5,500	3,150	3,150	(2,350)	(2,350)	(42.7%)	3,308	158	5.0%
509121 Employee Training	25,693	24,878	24,878	(815)	(815)	(3.2%)	26,122	1,244	5.0%
509122 BOD Travel	-	-	-	-	-	0.0%	-	-	0.0%
509123 Travel	11,387	5,250	5,250	(6,137)	(6,137)	(53.9%)	5,513	263	5.0%
509125 Local Meeting Expense	1,805	3,000	3,000	1,195	1,195	66.2%	3,000	-	0.0%
509127 Board Director Fees	-	-	-	-	-	0.0%	-	-	0.0%
509150 Contributions	-	-	-	-	-	0.0%	-	-	0.0%
509198 Cash Over/Short	-	-	-	-	-	0.0%	-	-	0.0%
509999 Other Misc Expense	-	-	-	-	-	0.0%	-	-	0.0%
Totals	\$ 48,247	\$ 40,333	\$ 40,333	\$(7,914)	\$(7,914)	(16.4%)	\$ 42,200	\$ 1,867	4.6%
INTEREST EXPENSE & DEBT SERVICE									
511102 Interest Expense - Loan	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%
511103 Interest Expense - POB	-	-	-	-	-	0.0%	-	-	0.0%
524000 Principal - POB	-	-	-	-	-	0.0%	-	-	0.0%
Totals	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%
LEASES & RENTALS									
512011 Facility Lease	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%
512061 Equipment Rental	-	-	-	-	-	0.0%	-	-	0.0%
Totals	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%
PERSONNEL TOTAL	\$ 1,001,587	\$ 1,114,192	\$ 1,114,192	\$ 112,605	\$ 112,605	11.2%	\$ 1,205,766	\$ 91,574	8.2%
NON-PERSONNEL TOTAL	\$ 316,263	\$ 169,495	\$ 169,495	\$(146,768)	\$(146,768)	(46.4%)	\$ 175,180	\$ 5,685	3.4%
TOTAL OPERATING EXPENSES	\$ 1,317,850	\$ 1,283,687	\$ 1,283,687	\$(34,163)	\$(34,163)	(2.6%)	\$ 1,380,946	\$ 97,259	7.6%

13C.30

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY25 & FY26 OPERATING BUDGET**

IT - 1500

ACCOUNT	June-23		June-24		Increase/(Decrease)		PLAN	Increase/(Decrease)		
	BUDGET	FY24	BUDGET	FY25	\$ VAR	% VAR		FY26	\$ VAR	% VAR
LABOR										
501011 Bus Operator Pay	\$	-	\$	-	\$	0.0%	-	\$	-	0.0%
501013 Bus Operator OT		-		-		0.0%	-		-	0.0%
501021 Other Salaries		607,711		745,188	137,477	22.6%	730,772	(14,416)	(1.9%)	
501023 Other OT		1,000		500	(500)	(50.0%)	375	(125)	(25.0%)	
Totals	\$	608,711	\$	745,688	\$ 136,977	22.5%	\$ 731,147	\$ (14,541)	(2.0%)	
FRINGE BENEFITS										
502011 Medicare/Soc. Sec.	\$	10,929	\$	13,190	2,261	20.7%	12,848	(342)	(2.6%)	
502021 Retirement		82,805		98,465	15,660	18.9%	93,884	(4,581)	(4.7%)	
502022 Retirement UAL		-		22,511	22,511	100.0%	38,187	15,676	69.6%	
502031 Medical Ins		157,131		175,148	18,017	11.5%	174,140	(1,008)	(0.6%)	
502041 Dental Ins		6,924		7,208	284	4.1%	6,744	(464)	(6.4%)	
502045 Vision Ins		1,656		1,890	234	14.1%	1,668	(222)	(11.7%)	
502051 Life Ins/AD&D		1,014		819	(195)	(19.2%)	726	(93)	(11.4%)	
502060 State Disability Ins (SDI)		6,176		10,279	4,103	66.4%	10,279	-	0.0%	
502061 Long Term Disability Ins		4,338		5,280	942	21.7%	4,820	(460)	(8.7%)	
502071 State Unemployment Ins (SUI)		630		784	154	24.4%	714	(70)	(8.9%)	
502081 Worker's Comp Ins		19,007		22,840	3,833	20.2%	23,525	685	3.0%	
502101 Holiday Pay		22,593		27,220	4,627	20.5%	26,445	(775)	(2.8%)	
502103 Floating Holiday		20,315		25,288	4,973	24.5%	27,134	1,846	7.3%	
502109 Sick Leave		33,891		40,829	6,938	20.5%	39,668	(1,161)	(2.8%)	
502111 Annual Leave		62,964		64,288	1,324	2.1%	55,485	(8,803)	(13.7%)	
502121 Other Paid Absence		5,295		6,380	1,085	20.5%	6,198	(182)	(2.9%)	
502251 Phys. Exams		-		-	-	0.0%	-	-	0.0%	
502253 Driver Lic Renewal		-		-	-	0.0%	-	-	0.0%	
502999 Other Fringe Benefits		6,024		8,010	1,986	33.0%	7,986	(24)	(0.3%)	
Totals	\$	441,692	\$	530,429	\$ 88,737	20.1%	\$ 530,451	\$ 22	0.0%	

Attachment C

13C.31

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY25 & FY26 OPERATING BUDGET**

IT - 1500

ACCOUNT	June-23	June-24	Increase/(Decrease)		PLAN	Increase/(Decrease)	
	BUDGET FY24	BUDGET FY25	\$ VAR	% VAR		\$ VAR	% VAR
SERVICES							
503011 Accting/Audit Fees	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
503012 Admin/Bank Fees	-	-	-	0.0%	-	-	0.0%
503031 Prof/Technical Fees	31,000	21,000	(10,000)	(32.3%)	6,000	(15,000)	(71.4%)
503032 Legislative Services	-	-	-	0.0%	-	-	0.0%
503033 Legal Services	-	-	-	0.0%	-	-	0.0%
503034 Pre-Employment Exams	-	-	-	0.0%	-	-	0.0%
503041 Temp Help	-	-	-	0.0%	-	-	0.0%
503161 Custodial Services	-	-	-	0.0%	-	-	0.0%
503162 Uniforms/Laundry	-	-	-	0.0%	-	-	0.0%
503171 Security Services	-	-	-	0.0%	-	-	0.0%
503221 Classified/Legal Ads	-	-	-	0.0%	-	-	0.0%
503222 Legal Ads	-	-	-	0.0%	-	-	0.0%
503225 Graphic Services	-	-	-	0.0%	-	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	0.0%	-	-	0.0%
503352 Repair - Equipment	929,000	932,266	3,266	0.4%	951,339	19,073	2.0%
503353 Repair - Rev Vehicle	-	-	-	0.0%	-	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	0.0%	-	-	0.0%
503363 Haz Mat Disposal	-	-	-	0.0%	-	-	0.0%
Totals	\$ 960,000	\$ 953,266	\$ (6,734)	(0.7%)	\$ 957,339	\$ 4,073	0.4%
MOBILE MATERIALS & SUPPLIES							
504011 Fuels & Lubricants - Non Rev Veh	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	0.0%	-	-	0.0%
Hydro	-	-	-	0.0%	-	-	0.0%
Hydrogen fuel	-	-	-	0.0%	-	-	0.0%
504021 Tires & Tubes	-	-	-	0.0%	-	-	0.0%
504161 Other Mobile Supplies	-	-	-	0.0%	-	-	0.0%
504191 Rev Vehicle Parts	-	-	-	0.0%	-	-	0.0%
Totals	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%

13C.32

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY25 & FY26 OPERATING BUDGET**

IT - 1500

ACCOUNT	June-23	June-24	Increase/(Decrease)		PLAN	Increase/(Decrease)		
	BUDGET	BUDGET	\$ VAR	% VAR		FY26	\$ VAR	% VAR
OTHER MATERIALS & SUPPLIES								
504205 Freight Out	\$ -	\$ -	\$ -	0.0%	-	\$ -	-	0.0%
504211 Postage & Mailing	-	-	-	0.0%	-	-	-	0.0%
504214 Promotional Items	-	-	-	0.0%	-	-	-	0.0%
504215 Printing	-	-	-	0.0%	-	-	-	0.0%
504217 Photo Supp/Process	-	-	-	0.0%	-	-	-	0.0%
504311 Office Supplies	30,500	33,200	2,700	8.9%	33,200	-	-	0.0%
504315 Safety Supplies	-	-	-	0.0%	-	-	-	0.0%
504316 COVID-19	-	-	-	0.0%	-	-	-	0.0%
504317 Cleaning Supplies	-	-	-	0.0%	-	-	-	0.0%
504409 Repair/Maint Supplies	-	-	-	0.0%	-	-	-	0.0%
504417 Tenant Repairs	-	-	-	0.0%	-	-	-	0.0%
504421 Non-Inventory Parts	-	-	-	0.0%	-	-	-	0.0%
504511 Small Tools	-	-	-	0.0%	-	-	-	0.0%
504515 Employee Tool Replacement	-	-	-	0.0%	-	-	-	0.0%
Totals \$	30,500 \$	33,200 \$	2,700 \$	8.9%	33,200 \$	\$ -	-	0.0%
UTILITIES								
505010 Propulsion Power	\$ -	\$ -	\$ -	0.0%	-	\$ -	-	0.0%
505011 Gas & Electric	-	-	-	0.0%	-	-	-	0.0%
505021 Water & Garbage	-	-	-	0.0%	-	-	-	0.0%
505031 Telecommunications	-	1,650	1,650	100.0%	1,733	83	83	5.0%
Totals \$	\$ -	1,650 \$	1,650 \$	100.0%	1,733 \$	\$ 83	83	5.0%
CASUALTY & LIABILITY								
506011 Insurance - Property	\$ -	\$ -	\$ -	0.0%	-	\$ -	-	0.0%
506015 Insurance - PL/PD	-	-	-	0.0%	-	-	-	0.0%
506021 Insurance - Other	-	-	-	0.0%	-	-	-	0.0%
506123 Settlement Costs	-	-	-	0.0%	-	-	-	0.0%
506127 Repairs - District Prop	-	-	-	0.0%	-	-	-	0.0%
Totals \$	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%

13C.33

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY25 & FY26 OPERATING BUDGET**

IT - 1500

June-24

June-23

BUDGET

BUDGET

FY25

FY24

Increase/(Decrease)
\$ VAR % VAR

PLAN
FY26

Increase/(Decrease)
\$ VAR % VAR

ACCOUNT	June-23 BUDGET FY24	June-24 BUDGET FY25	Increase/(Decrease) \$ VAR % VAR	PLAN FY26	Increase/(Decrease) \$ VAR % VAR
TAXES					
507051 Fuel Tax	\$ -	\$ -	\$ - 0.0%	\$ -	\$ - 0.0%
507201 Licenses & Permits	-	-	- 0.0%	-	- 0.0%
507999 Other Taxes	-	-	- 0.0%	-	- 0.0%
Totals	\$ -	\$ -	\$ - 0.0%	\$ -	\$ - 0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	\$ -	\$ -	\$ - 0.0%	\$ -	\$ - 0.0%
509081 Advertising - District Promo	-	-	- 0.0%	-	- 0.0%
509101 Employee Incentive Program	-	-	- 0.0%	-	- 0.0%
509121 Employee Training	1,200	6,400	5,200 433.3%	6,400	- 0.0%
509122 BOD Travel	-	-	- 0.0%	-	- 0.0%
509123 Travel	2,200	2,400	200 9.1%	2,400	- 0.0%
509125 Local Meeting Expense	-	-	- 0.0%	-	- 0.0%
509127 Board Director Fees	-	-	- 0.0%	-	- 0.0%
509150 Contributions	-	-	- 0.0%	-	- 0.0%
509198 Cash Over/Short	-	-	- 0.0%	-	- 0.0%
509999 Other Misc Expense	-	-	- 0.0%	-	- 0.0%
Totals	\$ 3,400	\$ 8,800	\$ 5,400 158.8%	\$ 8,800	\$ - 0.0%
INTEREST EXPENSE & DEBT SERVICE					
511102 Interest Expense - Loan	\$ -	\$ -	\$ - 0.0%	\$ -	\$ - 0.0%
511103 Interest Expense - POB	-	-	- 0.0%	-	- 0.0%
524000 Principal - POB	-	-	- 0.0%	-	- 0.0%
Totals	\$ -	\$ -	\$ - 0.0%	\$ -	\$ - 0.0%
LEASES & RENTALS					
512011 Facility Lease	\$ -	\$ -	\$ - 0.0%	\$ -	\$ - 0.0%
512061 Equipment Rental	-	-	- 0.0%	-	- 0.0%
Totals	\$ -	\$ -	\$ - 0.0%	\$ -	\$ - 0.0%
PERSONNEL TOTAL	\$ 1,050,403	\$ 1,276,117	\$ 225,714 21.5%	\$ 1,261,598	\$ (14,519) (1.1%)
NON-PERSONNEL TOTAL	\$ 993,900	\$ 996,916	\$ 3,016 0.3%	\$ 1,001,072	\$ 4,156 0.4%
TOTAL OPERATING EXPENSES	\$ 2,044,303	\$ 2,273,033	\$ 228,730 11.2%	\$ 2,262,670	\$ (10,363) (0.5%)

13C.34

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

Planning Grants - 1600

ACCOUNT	June-23		June-24		Increase/(Decrease)		PLAN FY26	Increase/(Decrease)	
	BUDGET FY24		BUDGET FY25		\$ VAR	% VAR		\$ VAR	% VAR
LABOR									
501011 Bus Operator Pay	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%
501013 Bus Operator OT	-	-	-	-	-	0.0%	-	-	0.0%
501021 Other Salaries	542,798		520,087	(22,711)	(4.2%)	544,555	24,468	4.7%	
501023 Other OT	20,000		9,999	(10,001)	(50.0%)	10,494	495	5.0%	
Totals	\$ 562,798	\$ -	\$ 530,086	\$ (32,712)	(5.8%)	\$ 555,049	\$ 24,963	4.7%	
FRINGE BENEFITS									
502011 Medicare/Soc. Sec.	\$ 9,882	\$ -	9,306	(576)	(5.8%)	9,745	439	4.7%	
502021 Retirement	72,574		66,593	(5,981)	(8.2%)	68,506	1,913	2.9%	
502022 Retirement UAL	-		15,645	15,645	100.0%	28,523	12,878	82.3%	
502031 Medical Ins	166,367		156,156	(10,211)	(6.1%)	167,408	11,252	7.2%	
502041 Dental Ins	8,919		7,554	(1,365)	(15.3%)	7,674	120	1.6%	
502045 Vision Ins	1,656		1,350	(306)	(18.5%)	1,390	40	3.0%	
502051 Life Ins/AD&D	806		585	(221)	(27.4%)	605	20	3.4%	
502060 State Disability Ins (SDI)	6,038		7,253	1,215	20.1%	7,795	542	7.5%	
502061 Long Term Disability Ins	3,856		3,374	(482)	(12.5%)	3,374	-	0.0%	
502071 State Unemployment Ins (SUI)	630		560	(70)	(11.1%)	595	35	6.3%	
502081 Worker's Comp Ins	19,007		16,314	(2,693)	-14.2%	16,804	490	3.0%	
502101 Holiday Pay	19,952		18,999	(953)	(4.8%)	19,897	898	4.7%	
502103 Floating Holiday	12,192		13,675	1,483	12.2%	14,223	548	4.0%	
502109 Sick Leave	29,928		28,497	(1,431)	(4.8%)	29,846	1,349	4.7%	
502111 Annual Leave	51,955		46,147	(5,808)	(11.2%)	48,373	2,226	4.8%	
502121 Other Paid Absence	4,676		4,453	(223)	(4.8%)	4,664	211	4.7%	
502251 Phys. Exams	-		-	-	0.0%	-	-	0.0%	
502253 Driver Lic Renewal	-		-	-	0.0%	-	-	0.0%	
502999 Other Fringe Benefits	4,074		4,050	(24)	(0.6%)	4,055	5	0.1%	
Totals	\$ 412,512	\$ -	\$ 400,511	\$ (12,001)	(2.9%)	\$ 433,477	\$ 32,966	8.2%	

Attachment C

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY25 & FY26 OPERATING BUDGET**

Planning Grants - 1600

ACCOUNT	June-23		June-24		Increase/(Decrease)		PLAN	Increase/(Decrease)		
	BUDGET	FY24	BUDGET	FY25	\$ VAR	% VAR		FY26	\$ VAR	% VAR
SERVICES										
503011 Accting/Audit Fees	\$	-	\$	-	\$	0.0%	-	\$	-	0.0%
503012 Admin/Bank Fees	-	-	-	-	-	0.0%	-	-	-	0.0%
503031 Prof/Technical Fees	902,301	-	151,677	(750,624)	(83.2%)	52,921	(98,756)	(65.1%)		
503032 Legislative Services	-	-	-	-	0.0%	-	-	0.0%		
503033 Legal Services	-	-	-	-	0.0%	-	-	0.0%		
503034 Pre-Employment Exams	-	-	-	-	0.0%	-	-	0.0%		
503041 Temp Help	-	-	-	-	0.0%	-	-	0.0%		
503161 Custodial Services	-	-	-	-	0.0%	-	-	0.0%		
503162 Uniforms/Laundry	-	-	-	-	0.0%	-	-	0.0%		
503171 Security Services	-	-	-	-	0.0%	-	-	0.0%		
503221 Classified/Legal Ads	-	-	-	-	0.0%	-	-	0.0%		
503222 Legal Ads	-	-	-	-	0.0%	-	-	0.0%		
503225 Graphic Services	-	-	-	-	0.0%	-	-	0.0%		
503351 Repair - Bldg & Impr	-	-	-	-	0.0%	-	-	0.0%		
503352 Repair - Equipment	-	-	-	-	0.0%	-	-	0.0%		
503353 Repair - Rev Vehicle	-	-	-	-	0.0%	-	-	0.0%		
503354 Repair - Non Rev Vehicle	-	-	-	-	0.0%	-	-	0.0%		
503363 Haz Mat Disposal	-	-	-	-	0.0%	-	-	0.0%		
Totals	\$	902,301	\$	151,677	\$(750,624)	(83.2%)	\$	52,921	\$(98,756)	(65.1%)
MOBILE MATERIALS & SUPPLIES										
504011 Fuels & Lubricants - Non Rev Veh	\$	-	\$	-	\$	0.0%	-	\$	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	-	-	0.0%	-	-	-	0.0%
Hydro	-	-	-	-	-	0.0%	-	-	-	0.0%
504021 Tires & Tubes	-	-	-	-	-	0.0%	-	-	-	0.0%
504161 Other Mobile Supplies	-	-	-	-	-	0.0%	-	-	-	0.0%
504191 Rev Vehicle Parts	-	-	-	-	-	0.0%	-	-	-	0.0%
Totals	\$	-	\$	-	\$	0.0%	-	\$	-	0.0%

13C.36

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

Planning Grants - 1600

ACCOUNT	June-23 BUDGET FY24	June-24 BUDGET FY25	Increase/(Decrease) \$ VAR	% VAR	PLAN FY26	Increase/(Decrease) \$ VAR	% VAR
OTHER MATERIALS & SUPPLIES							
504205 Freight Out	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
504211 Postage & Mailing	-	-	-	0.0%	-	-	0.0%
504214 Promotional Items	-	-	-	0.0%	-	-	0.0%
504215 Printing	40,828	16,620	(24,208)	(59.3%)	-	(16,620)	(100.0%)
504217 Photo Supp/Process	-	-	-	0.0%	-	-	0.0%
504311 Office Supplies	-	-	-	0.0%	-	-	0.0%
504315 Safety Supplies	-	-	-	0.0%	-	-	0.0%
504316 COVID-19	-	-	-	0.0%	-	-	0.0%
504317 Cleaning Supplies	-	-	-	0.0%	-	-	0.0%
504409 Repair/Maint Supplies	-	-	-	0.0%	-	-	0.0%
504417 Tenant Repairs	-	-	-	0.0%	-	-	0.0%
504421 Non-Inventory Parts	-	-	-	0.0%	-	-	0.0%
504511 Small Tools	-	-	-	0.0%	-	-	0.0%
504515 Employee Tool Replacement	-	-	-	0.0%	-	-	0.0%
Totals	\$ 40,828	\$ 16,620	\$ (24,208)	(59.3%)	-	\$ (16,620)	(100.0%)
UTILITIES							
505010 Propulsion Power	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
505011 Gas & Electric	-	-	-	0.0%	-	-	0.0%
505021 Water & Garbage	-	-	-	0.0%	-	-	0.0%
505031 Telecommunications	-	-	-	0.0%	-	-	0.0%
Totals	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
CASUALTY & LIABILITY							
506011 Insurance - Property	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
506015 Insurance - PL/PD	-	-	-	0.0%	-	-	0.0%
506021 Insurance - Other	-	-	-	0.0%	-	-	0.0%
506123 Settlement Costs	-	-	-	0.0%	-	-	0.0%
506127 Repairs - District Prop	-	-	-	0.0%	-	-	0.0%
Totals	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%

13C.37

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

Planning Grants - 1600

ACCOUNT	June-23 BUDGET FY24	June-24 BUDGET FY25	Increase/(Decrease) \$ VAR	% VAR	PLAN FY26	Increase/(Decrease) \$ VAR	% VAR
TAXES							
507051 Fuel Tax	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
507201 Licenses & Permits	-	-	-	0.0%	-	-	0.0%
507999 Other Taxes	-	-	-	0.0%	-	-	0.0%
Totals	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
MISC EXPENSE							
509011 Dues/Subscriptions	\$ 800	\$ 840	\$ 40	5.0%	882	\$ 42	5.0%
509081 Advertising - District Promo	-	-	-	0.0%	-	-	0.0%
509101 Employee Incentive Program	-	-	-	0.0%	-	-	0.0%
509121 Employee Training	6,008	4,164	(1,844)	(30.7%)	4,372	208	5.0%
509122 BOD Travel	-	-	-	0.0%	-	-	0.0%
509123 Travel	12,106	5,928	(6,178)	(51.0%)	6,224	296	5.0%
509125 Local Meeting Expense	-	-	-	0.0%	-	-	0.0%
509127 Board Director Fees	-	-	-	0.0%	-	-	0.0%
509150 Contributions	-	-	-	0.0%	-	-	0.0%
509198 Cash Over/Short	-	-	-	0.0%	-	-	0.0%
509999 Other Misc Expense	-	-	-	0.0%	-	-	0.0%
Totals	\$ 18,914	\$ 10,932	\$ (7,982)	(42.2%)	11,478	\$ 546	5.0%
INTEREST EXPENSE & DEBT SERVICE							
511102 Interest Expense - Loan	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
511103 Interest Expense - POB	-	-	-	0.0%	-	-	0.0%
524000 Principal - POB	-	-	-	0.0%	-	-	0.0%
Totals	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
LEASES & RENTALS							
512011 Facility Lease	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
512061 Equipment Rental	-	-	-	0.0%	-	-	0.0%
Totals	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
PERSONNEL TOTAL	\$ 975,310	\$ 930,597	\$ (44,713)	(4.6%)	988,526	\$ 57,929	6.2%
NON-PERSONNEL TOTAL	\$ 962,043	\$ 179,229	\$ (782,814)	(81.4%)	64,399	\$ (114,830)	(64.1%)
TOTAL OPERATING EXPENSES	\$ 1,937,353	\$ 1,109,826	\$ (827,527)	(42.7%)	1,052,925	\$ (56,901)	(5.1%)

13C.38

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

Risk Mgmt - 1800

ACCOUNT	June-23		June-24		Increase/(Decrease)		PLAN FY26	Increase/(Decrease)	
	BUDGET FY24		BUDGET FY25		\$ VAR	% VAR		\$ VAR	% VAR
LABOR									
501011 Bus Operator Pay	\$	-	\$	-	\$	0.0%	\$	-	0.0%
501013 Bus Operator OT		-		-		0.0%		-	0.0%
501021 Other Salaries		193,210		199,503		3.3%		16,996	8.5%
501023 Other OT		266		279		4.9%		14	5.0%
Totals	\$	193,476	\$	199,782	\$	3.3%	\$	17,010	8.5%
FRINGE BENEFITS									
502011 Medicare/Soc. Sec.	\$	3,406	\$	3,520	\$	3.3%	\$	3,845	9.2%
502021 Retirement		25,813		26,266		1.8%		28,076	6.9%
502022 Retirement UAL		-		6,005		100.0%		11,420	90.2%
502031 Medical Ins		10,794		34,812		222.5%		37,320	7.2%
502041 Dental Ins		2,405		3,496		45.4%		3,552	1.6%
502045 Vision Ins		552		540		(2.2%)		556	3.0%
502051 Life Ins/AD&D		338		234		(30.8%)		242	3.4%
502060 State Disability Ins (SDI)		2,115		2,744		29.7%		3,076	12.1%
502061 Long Term Disability Ins		1,446		1,446		0.0%		1,446	0.0%
502071 State Unemployment Ins (SUI)		210		224		6.7%		238	6.3%
502081 Worker's Comp Ins		6,336		6,526		3.0%		6,722	3.0%
502101 Holiday Pay		7,067		7,311		3.5%		7,984	9.2%
502103 Floating Holiday		5,485		5,432		(1.0%)		5,932	9.2%
502109 Sick Leave		10,601		10,966		3.4%		11,976	9.2%
502111 Annual Leave		16,642		17,612		5.8%		20,611	17.0%
502121 Other Paid Absence		1,656		1,714		3.5%		1,871	9.2%
502251 Phys. Exams		-		-		0.0%		-	0.0%
502253 Driver Lic Renewal		-		-		0.0%		-	0.0%
502999 Other Fringe Benefits		6,008		6,010		0.0%		6,012	0.0%
Totals	\$	100,874	\$	134,858	\$	33.7%	\$	16,021	11.9%

Attachment C

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY25 & FY26 OPERATING BUDGET**

Risk Mgmt - 1800

ACCOUNT	June-23		June-24		Increase/(Decrease)		PLAN	Increase/(Decrease)		
	BUDGET	FY24	BUDGET	FY25	\$ VAR	% VAR		FY26	\$ VAR	% VAR
SERVICES										
503011 Accting/Audit Fees	\$	-	\$	-	\$	0.0%	-	\$	0.0%	
503012 Admin/Bank Fees		-		-		0.0%	-		0.0%	
503031 Prof/Technical Fees		51,041		51,842	801	1.6%	52,684	842	1.6%	
503032 Legislative Services		-		-		0.0%	-		0.0%	
503033 Legal Services		-		-		0.0%	-		0.0%	
503034 Pre-Employment Exams		-		-		0.0%	-		0.0%	
503041 Temp Help		-		-		0.0%	-		0.0%	
503161 Custodial Services		-		-		0.0%	-		0.0%	
503162 Uniforms/Laundry		-		-		0.0%	-		0.0%	
503171 Security Services		651,674		1,100,000	448,326	68.8%	765,838	(334,162)	(30.4%)	
503221 Classified/Legal Ads		-		-		0.0%	-		0.0%	
503222 Legal Ads		-		-		0.0%	-		0.0%	
503225 Graphic Services		-		-		0.0%	-		0.0%	
503351 Repair - Bldg & Impr		-		-		0.0%	-		0.0%	
503352 Repair - Equipment		-		-		0.0%	-		0.0%	
503353 Repair - Rev Vehicle		-		-		0.0%	-		0.0%	
503354 Repair - Non Rev Vehicle		-		-		0.0%	-		0.0%	
503363 Haz Mat Disposal		-		-		0.0%	-		0.0%	
Totals	\$	702,715	\$	1,151,842	\$ 449,127	63.9%	\$ 818,522	\$ (333,320)	(28.9%)	
MOBILE MATERIALS & SUPPLIES										
504011 Fuels & Lubricants - Non Rev Veh	\$	-	\$	-	\$	0.0%	-	\$	0.0%	
504012 Fuels & Lubricants - Rev Veh		-		-		0.0%	-		0.0%	
Hydro		-		-		0.0%	-		0.0%	
504021 Tires & Tubes		-		-		0.0%	-		0.0%	
504161 Other Mobile Supplies		-		-		0.0%	-		0.0%	
504191 Rev Vehicle Parts		-		-		0.0%	-		0.0%	
Totals	\$	-	\$	-	\$	0.0%	\$	-	0.0%	

13C.40

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

Risk Mgmt - 1800

ACCOUNT	June-23 BUDGET FY24	June-24 BUDGET FY25	Increase/(Decrease) \$ VAR	Increase/(Decrease) % VAR	PLAN FY26	Increase/(Decrease) \$ VAR	Increase/(Decrease) % VAR
OTHER MATERIALS & SUPPLIES							
504205 Freight Out	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
504211 Postage & Mailing	-	-	-	0.0%	-	-	0.0%
504214 Promotional Items	-	-	-	0.0%	-	-	0.0%
504215 Printing	1,000	-	(1,000)	(100.0%)	3,490	3,490	100.0%
504217 Photo Supp/Process	-	-	-	0.0%	-	-	0.0%
504311 Office Supplies	-	-	-	0.0%	-	-	0.0%
504315 Safety Supplies	2,964	4,800	1,836	61.9%	5,040	240	5.0%
504316 COVID-19	-	-	-	0.0%	-	-	0.0%
504317 Cleaning Supplies	-	-	-	0.0%	-	-	0.0%
504409 Repair/Maint Supplies	-	-	-	0.0%	-	-	0.0%
504417 Tenant Repairs	-	-	-	0.0%	-	-	0.0%
504421 Non-Inventory Parts	-	-	-	0.0%	-	-	0.0%
504511 Small Tools	-	-	-	0.0%	-	-	0.0%
504515 Employee Tool Replacement	-	-	-	0.0%	-	-	0.0%
Totals	\$ 3,964	\$ 4,800	\$ 836	21.1%	8,530	\$ 3,730	77.7%
UTILITIES							
505010 Propulsion Power	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
505011 Gas & Electric	-	-	-	0.0%	-	-	0.0%
505021 Water & Garbage	-	-	-	0.0%	-	-	0.0%
505031 Telecommunications	3,400	600	(2,800)	(82.4%)	600	-	0.0%
Totals	\$ 3,400	\$ 600	\$ (2,800)	(82.4%)	600	\$ -	0.0%
CASUALTY & LIABILITY							
506011 Insurance - Property	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
506015 Insurance - PL/PD	-	-	-	0.0%	-	-	0.0%
506021 Insurance - Other	-	-	-	0.0%	-	-	0.0%
506123 Settlement Costs	163,040	166,206	3,166	1.9%	174,516	8,310	5.0%
506127 Repairs - District Prop	-	-	-	0.0%	-	-	0.0%
Totals	\$ 163,040	\$ 166,206	\$ 3,166	1.9%	174,516	\$ 8,310	5.0%

13C.41

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

Risk Mgmt - 1800

ACCOUNT	June-23		June-24		Increase/(Decrease)		PLAN	Increase/(Decrease)		
	BUDGET	BUDGET	BUDGET	BUDGET	\$ VAR	% VAR		FY26	\$ VAR	% VAR
TAXES										
507051 Fuel Tax	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	-	\$ -	-	0.0%
507201 Licenses & Permits	-	-	-	-	-	0.0%	-	-	-	0.0%
507999 Other Taxes	-	-	-	-	-	0.0%	-	-	-	0.0%
Totals	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	-	\$ -	-	0.0%
MISC EXPENSE										
509011 Dues/Subscriptions	\$ 422	\$ 443	\$ 443	\$ 21	\$ 21	5.0%	465	\$ 22	5.0%	
509081 Advertising - District Promo	-	-	-	-	-	0.0%	-	-	0.0%	
509101 Employee Incentive Program	12,534	6,388	6,388	(6,146)	(6,146)	(49.0%)	6,707	319	5.0%	
509121 Employee Training	3,166	3,324	3,324	158	158	5.0%	3,490	166	5.0%	
509122 BOD Travel	-	-	-	-	-	0.0%	-	-	0.0%	
509123 Travel	7,499	7,644	7,644	145	145	1.9%	8,026	382	5.0%	
509125 Local Meeting Expense	300	-	-	(300)	(300)	(100.0%)	-	-	0.0%	
509127 Board Director Fees	-	-	-	-	-	0.0%	-	-	0.0%	
509150 Contributions	-	-	-	-	-	0.0%	-	-	0.0%	
509198 Cash Over/Short	-	-	-	-	-	0.0%	-	-	0.0%	
509999 Other Misc Expense	-	-	-	-	-	0.0%	-	-	0.0%	
Totals	\$ 23,921	\$ 17,799	\$ 17,799	\$ (6,122)	\$ (6,122)	(25.6%)	18,688	\$ 889	5.0%	
INTEREST EXPENSE & DEBT SERVICE										
511102 Interest Expense - Loan	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	-	\$ -	-	0.0%
511103 Interest Expense - POB	-	-	-	-	-	0.0%	-	-	-	0.0%
524000 Principal - POB	-	-	-	-	-	0.0%	-	-	-	0.0%
Totals	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	-	\$ -	-	0.0%
LEASES & RENTALS										
512011 Facility Lease	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	-	\$ -	-	0.0%
512061 Equipment Rental	-	-	-	-	-	0.0%	-	-	-	0.0%
Totals	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	-	\$ -	-	0.0%
PERSONNEL TOTAL	\$ 294,350	\$ 334,640	\$ 334,640	\$ 40,290	\$ 40,290	13.7%	367,671	\$ 33,031	9.9%	
NON-PERSONNEL TOTAL	\$ 897,040	\$ 1,341,247	\$ 1,341,247	\$ 444,207	\$ 444,207	49.5%	1,020,856	\$ (320,391)	(23.9%)	
TOTAL OPERATING EXPENSES	\$ 1,191,390	\$ 1,675,887	\$ 1,675,887	\$ 484,497	\$ 484,497	40.7%	1,388,527	\$ (287,360)	(17.1%)	

13C.42

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

Purchasing - 1900

ACCOUNT	June-23		June-24		Increase/(Decrease)		PLAN	Increase/(Decrease)	
	BUDGET	BUDGET	BUDGET	BUDGET	\$ VAR	% VAR		\$ VAR	% VAR
	FY24	FY25	FY24	FY25			FY26		
LABOR									
501011 Bus Operator Pay	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	-	\$ -	0.0%
501013 Bus Operator OT	-	-	-	-	0.0%	-	-	-	0.0%
501021 Other Salaries	249,669	282,952	249,669	282,952	13.3%	308,969	308,969	26,017	9.2%
501023 Other OT	201	2,067	201	2,067	928.4%	2,169	2,169	102	4.9%
Totals	\$ 249,870	\$ 285,019	\$ 249,870	\$ 285,019	14.1%	\$ 311,138	\$ 311,138	\$ 26,119	9.2%
FRINGE BENEFITS									
502011 Medicare/Soc. Sec.	\$ 4,436	\$ 5,055	\$ 4,436	\$ 5,055	14.0%	\$ 5,519	\$ 5,519	\$ 464	9.2%
502021 Retirement	33,633	37,536	33,633	37,536	11.6%	40,118	40,118	2,582	6.9%
502022 Retirement UAL	-	8,582	-	8,582	100.0%	16,317	16,317	7,735	90.1%
502031 Medical Ins	106,742	88,512	106,742	88,512	(17.1%)	94,896	94,896	6,384	7.2%
502041 Dental Ins	4,519	3,601	4,519	3,601	(20.3%)	3,648	3,648	47	1.3%
502045 Vision Ins	1,104	1,080	1,104	1,080	(2.2%)	1,112	1,112	32	3.0%
502051 Life Ins/AD&D	572	468	572	468	(18.2%)	484	484	16	3.4%
502060 State Disability Ins (SDI)	2,754	3,940	2,754	3,940	43.1%	4,415	4,415	475	12.1%
502061 Long Term Disability Ins	2,275	2,397	2,275	2,397	5.4%	2,410	2,410	13	0.5%
502071 State Unemployment Ins (SUI)	420	448	420	448	6.7%	476	476	28	6.3%
502081 Worker's Comp Ins	12,671	13,052	12,671	13,052	3.0%	13,443	13,443	391	3.0%
502101 Holiday Pay	9,285	10,524	9,285	10,524	13.3%	11,492	11,492	968	9.2%
502103 Floating Holiday	4,367	5,008	4,367	5,008	14.7%	5,468	5,468	460	9.2%
502109 Sick Leave	13,928	15,786	13,928	15,786	13.3%	17,238	17,238	1,452	9.2%
502111 Annual Leave	26,331	29,853	26,331	29,853	13.4%	32,597	32,597	2,744	9.2%
502121 Other Paid Absence	2,176	2,468	2,176	2,468	13.4%	2,694	2,694	226	9.2%
502251 Phys. Exams	-	-	-	-	0.0%	-	-	-	0.0%
502253 Driver Lic Renewal	-	-	-	-	0.0%	-	-	-	0.0%
502999 Other Fringe Benefits	2,066	2,070	2,066	2,070	0.2%	2,074	2,074	4	0.2%
Totals	\$ 227,279	\$ 230,380	\$ 227,279	\$ 230,380	1.4%	\$ 254,401	\$ 254,401	\$ 24,021	10.4%

Attachment C

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY25 & FY26 OPERATING BUDGET**

Purchasing - 1900

ACCOUNT	June-23		June-24		Increase/(Decrease)		PLAN	Increase/(Decrease)	
	BUDGET	FY24	BUDGET	FY25	\$ VAR	% VAR		\$ VAR	% VAR
SERVICES									
503011 Accting/Audit Fees	\$	-	\$	-	\$	0.0%	-	\$	0.0%
503012 Admin/Bank Fees		-		-		0.0%	-		0.0%
503031 Prof/Technical Fees		-		-		0.0%	-		0.0%
503032 Legislative Services		-		-		0.0%	-		0.0%
503033 Legal Services		-		-		0.0%	-		0.0%
503034 Pre-Employment Exams		-		-		0.0%	-		0.0%
503041 Temp Help		-		-		0.0%	-		0.0%
503161 Custodial Services		-		-		0.0%	-		0.0%
503162 Uniforms/Laundry		-		-		0.0%	-		0.0%
503171 Security Services		-		-		0.0%	-		0.0%
503221 Classified/Legal Ads	1,266	1,000		1,000	(266)	(21.0%)	1,000		0.0%
503222 Legal Ads		-		-		0.0%	-		0.0%
503225 Graphic Services		-		-		0.0%	-		0.0%
503351 Repair - Bldg & Impr		-		-		0.0%	-		0.0%
503352 Repair - Equipment		-		-		0.0%	-		0.0%
503353 Repair - Rev Vehicle		-		-		0.0%	-		0.0%
503354 Repair - Non Rev Vehicle		-		-		0.0%	-		0.0%
503363 Haz Mat Disposal		-		-		0.0%	-		0.0%
Totals	\$	1,266	\$	1,000	(266)	(21.0%)	\$	1,000	0.0%
MOBILE MATERIALS & SUPPLIES									
504011 Fuels & Lubricants - Non Rev Veh	\$	-	\$	-	\$	0.0%	-	\$	0.0%
504012 Fuels & Lubricants - Rev Veh		-		-		0.0%	-		0.0%
Hydro		-		-		0.0%	-		0.0%
Hydrogen fuel		-		-		0.0%	-		0.0%
504021 Tires & Tubes		-		-		0.0%	-		0.0%
504161 Other Mobile Supplies		-		-		0.0%	-		0.0%
504191 Rev Vehicle Parts		-		-		0.0%	-		0.0%
Totals	\$	-	\$	-	\$	0.0%	\$	-	0.0%

13C.44

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

Purchasing - 1900

ACCOUNT	June-23		June-24		Increase/(Decrease)		PLAN	Increase/(Decrease)		
	BUDGET	BUDGET	BUDGET	BUDGET	\$ VAR	% VAR		FY26	\$ VAR	% VAR
OTHER MATERIALS & SUPPLIES										
504205 Freight Out	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	-	\$ -	-	0.0%
504211 Postage & Mailing	-	-	-	-	-	0.0%	-	-	-	0.0%
504214 Promotional Items	-	-	-	-	-	0.0%	-	-	-	0.0%
504215 Printing	211	-	-	-	(211)	(100.0%)	-	-	-	0.0%
504217 Photo Supp/Process	-	-	-	-	-	0.0%	-	-	-	0.0%
504311 Office Supplies	1,265	1,000	1,000	(265)	(20.9%)	(20.9%)	1,000	-	-	0.0%
504315 Safety Supplies	-	-	-	-	-	0.0%	-	-	-	0.0%
504316 COVID-19	-	-	-	-	-	0.0%	-	-	-	0.0%
504317 Cleaning Supplies	-	-	-	-	-	0.0%	-	-	-	0.0%
504409 Repair/Maint Supplies	-	-	-	-	-	0.0%	-	-	-	0.0%
504417 Tenant Repairs	-	-	-	-	-	0.0%	-	-	-	0.0%
504421 Non-Inventory Parts	-	-	-	-	-	0.0%	-	-	-	0.0%
504511 Small Tools	-	-	-	-	-	0.0%	-	-	-	0.0%
504515 Employee Tool Replacement	-	-	-	-	-	0.0%	-	-	-	0.0%
Totals	\$ 1,476	\$ 1,000	\$ 1,000	\$ (476)	\$ (32.2%)	(32.2%)	1,000	\$ -	-	0.0%
UTILITIES										
505010 Propulsion Power	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	-	\$ -	-	0.0%
505011 Gas & Electric	-	-	-	-	-	0.0%	-	-	-	0.0%
505021 Water & Garbage	-	-	-	-	-	0.0%	-	-	-	0.0%
505031 Telecommunications	-	-	-	-	-	0.0%	-	-	-	0.0%
Totals	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	-	\$ -	-	0.0%
CASUALTY & LIABILITY										
506011 Insurance - Property	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	-	\$ -	-	0.0%
506015 Insurance - PL/PD	-	-	-	-	-	0.0%	-	-	-	0.0%
506021 Insurance - Other	-	-	-	-	-	0.0%	-	-	-	0.0%
506123 Settlement Costs	-	-	-	-	-	0.0%	-	-	-	0.0%
506127 Repairs - District Prop	-	-	-	-	-	0.0%	-	-	-	0.0%
Totals	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	-	\$ -	-	0.0%

Attachment C

13C.45

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

Purchasing - 1900

ACCOUNT	June-23		June-24		Increase/(Decrease) \$ VAR	% VAR	PLAN FY26	Increase/(Decrease) \$ VAR	% VAR
	BUDGET FY24	BUDGET FY25	BUDGET FY25	BUDGET FY25					
TAXES									
507051 Fuel Tax	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
507201 Licenses & Permits	-	-	-	-	-	0.0%	-	-	0.0%
507999 Other Taxes	-	-	-	-	-	0.0%	-	-	0.0%
Totals	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
MISC EXPENSE									
509011 Dues/Subscriptions	\$ 348	\$ 365	\$ 17	\$ 4.9%	\$ 383	4.9%	18	\$ 4.9%	4.9%
509081 Advertising - District Promo	-	-	-	0.0%	-	0.0%	-	-	0.0%
509101 Employee Incentive Program	-	-	-	0.0%	-	0.0%	-	-	0.0%
509121 Employee Training	5,117	2,223	(2,894)	(56.6%)	2,334	5.0%	111	\$ 5.0%	5.0%
509122 BOD Travel	-	-	-	0.0%	-	0.0%	-	-	0.0%
509123 Travel	3,965	5,791	1,826	46.1%	6,081	5.0%	290	\$ 5.0%	5.0%
509125 Local Meeting Expense	300	278	(22)	(7.3%)	292	5.0%	14	\$ 5.0%	5.0%
509127 Board Director Fees	-	-	-	0.0%	-	0.0%	-	-	0.0%
509150 Contributions	-	-	-	0.0%	-	0.0%	-	-	0.0%
509198 Cash Over/Short	-	-	-	0.0%	-	0.0%	-	-	0.0%
509999 Other Misc Expense	-	-	-	0.0%	-	0.0%	-	-	0.0%
Totals	\$ 9,730	\$ 8,657	\$(1,073)	(11.0%)	\$ 9,090	5.0%	433	\$ 5.0%	5.0%
INTEREST EXPENSE & DEBT SERVICE									
511102 Interest Expense - Loan	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%	-	\$ -	0.0%
511103 Interest Expense - POB	-	-	-	0.0%	-	0.0%	-	-	0.0%
524000 Principal - POB	-	-	-	0.0%	-	0.0%	-	-	0.0%
Totals	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%	-	\$ -	0.0%
LEASES & RENTALS									
512011 Facility Lease	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%	-	\$ -	0.0%
512061 Equipment Rental	-	-	-	0.0%	-	0.0%	-	-	0.0%
Totals	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%	-	\$ -	0.0%
PERSONNEL TOTAL	\$ 477,149	\$ 515,399	\$ 38,250	8.0%	\$ 565,539	9.7%	\$ 50,140	\$ 9.7%	9.7%
NON-PERSONNEL TOTAL	\$ 12,472	\$ 10,657	\$(1,815)	(14.6%)	\$ 11,090	4.1%	\$ 433	\$ 4.1%	4.1%
TOTAL OPERATING EXPENSES	\$ 489,621	\$ 526,056	\$ 36,435	7.4%	\$ 576,629	9.6%	\$ 50,573	\$ 9.6%	9.6%

13C.46

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

Inventory Mgmt - 2000

ACCOUNT	June-23		June-24		Increase/(Decrease)		PLAN	Increase/(Decrease)		
	BUDGET	FY24	BUDGET	FY25	\$ VAR	% VAR		FY26	\$ VAR	% VAR
LABOR										
501011 Bus Operator Pay	\$	-	\$	-	\$	0.0%	-	\$	-	0.0%
501013 Bus Operator OT		-		-		0.0%	-		-	0.0%
501021 Other Salaries		246,431		306,871	60,440	24.5%	329,997	23,126	7.5%	
501023 Other OT		1,768		1,856	88	5.0%	1,948	92	5.0%	
Totals	\$	248,199	\$	308,727	\$ 60,528	24.4%	\$ 331,945	\$ 23,218	7.5%	
FRINGE BENEFITS										
502011 Medicare/Soc. Sec.	\$	4,372	\$	5,537	1,165	26.6%	5,952	415	7.5%	
502021 Retirement		32,973		41,152	8,179	24.8%	43,300	2,148	5.2%	
502022 Retirement UAL		-		9,409	9,409	100.0%	17,613	8,204	87.2%	
502031 Medical Ins		113,214		101,952	(11,262)	(9.9%)	109,302	7,350	7.2%	
502041 Dental Ins		6,043		5,182	(861)	(14.2%)	5,262	80	1.5%	
502045 Vision Ins		1,104		1,350	246	22.3%	1,390	40	3.0%	
502051 Life Ins/AD&D		468		585	117	25.0%	605	20	3.4%	
502060 State Disability Ins (SDI)		2,714		4,315	1,601	59.0%	4,761	446	10.3%	
502061 Long Term Disability Ins		2,274		2,839	565	24.8%	2,892	53	1.9%	
502071 State Unemployment Ins (SUI)		420		560	140	33.3%	595	35	6.3%	
502081 Worker's Comp Ins		12,671		16,314	3,643	28.8%	16,804	490	3.0%	
502101 Holiday Pay		9,101		11,552	2,451	26.9%	12,423	871	7.5%	
502103 Floating Holiday		4,358		5,029	671	15.4%	5,229	200	4.0%	
502109 Sick Leave		13,652		17,326	3,674	26.9%	18,634	1,308	7.5%	
502111 Annual Leave		24,084		36,504	12,420	51.6%	39,289	2,785	7.6%	
502121 Other Paid Absence		2,133		2,707	574	26.9%	2,911	204	7.5%	
502251 Phys. Exams		-		-	-	0.0%	-	-	0.0%	
502253 Driver Lic Renewal		-		-	-	0.0%	-	-	0.0%	
502999 Other Fringe Benefits		2,066		2,100	34	1.6%	2,105	5	0.2%	
Totals	\$	231,647	\$	264,413	\$ 32,766	14.1%	\$ 289,067	\$ 24,654	9.3%	

Attachment C

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY25 & FY26 OPERATING BUDGET**

Inventory Mgmt - 2000

ACCOUNT	June-23		June-24		Increase/(Decrease)		PLAN	Increase/(Decrease)		
	BUDGET	FY24	BUDGET	FY25	\$ VAR	% VAR		FY26	\$ VAR	% VAR
SERVICES										
503011 Accting/Audit Fees	\$	-	\$	-	\$	0.0%	-	\$	0.0%	
503012 Admin/Bank Fees	-	-	-	-	-	0.0%	-	-	0.0%	
503031 Prof/Technical Fees	-	-	-	-	-	0.0%	-	-	0.0%	
503032 Legislative Services	-	-	-	-	-	0.0%	-	-	0.0%	
503033 Legal Services	-	-	-	-	-	0.0%	-	-	0.0%	
503034 Pre-Employment Exams	-	-	-	-	-	0.0%	-	-	0.0%	
503041 Temp Help	-	-	-	-	-	0.0%	-	-	0.0%	
503161 Custodial Services	-	-	-	-	-	0.0%	-	-	0.0%	
503162 Uniforms/Laundry	2,200	2,200	2,310	2,310	110	5.0%	2,426	116	5.0%	
503171 Security Services	-	-	-	-	-	0.0%	-	-	0.0%	
503221 Classified/Legal Ads	-	-	-	-	-	0.0%	-	-	0.0%	
503222 Legal Ads	-	-	-	-	-	0.0%	-	-	0.0%	
503225 Graphic Services	-	-	-	-	-	0.0%	-	-	0.0%	
503351 Repair - Bldg & Impr	-	-	-	-	-	0.0%	-	-	0.0%	
503352 Repair - Equipment	-	-	-	-	-	0.0%	-	-	0.0%	
503353 Repair - Rev Vehicle	-	-	-	-	-	0.0%	-	-	0.0%	
503354 Repair - Non Rev Vehicle	-	-	-	-	-	0.0%	-	-	0.0%	
503363 Haz Mat Disposal	-	-	-	-	-	0.0%	-	-	0.0%	
Totals	\$	2,200	\$	2,310	\$	5.0%	\$	2,426	\$	5.0%
MOBILE MATERIALS & SUPPLIES										
504011 Fuels & Lubricants - Non Rev Veh	\$	-	\$	-	\$	0.0%	-	\$	0.0%	
504012 Fuels & Lubricants - Rev Veh	-	-	-	-	-	0.0%	-	-	0.0%	
Hydro	-	-	-	-	-	0.0%	-	-	0.0%	
504021 Tires & Tubes	-	-	-	-	-	0.0%	-	-	0.0%	
504161 Other Mobile Supplies	-	-	-	-	-	0.0%	-	-	0.0%	
504191 Rev Vehicle Parts	-	-	-	-	-	0.0%	-	-	0.0%	
Totals	\$	-	\$	-	\$	0.0%	\$	-	0.0%	

13C.48

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

Inventory Mgmt - 2000

ACCOUNT	June-23 BUDGET FY24	June-24 BUDGET FY25	Increase/(Decrease) \$ VAR	% VAR	PLAN FY26	Increase/(Decrease) \$ VAR	% VAR
OTHER MATERIALS & SUPPLIES							
504205 Freight Out	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
504211 Postage & Mailing	-	-	-	0.0%	-	-	0.0%
504214 Promotional Items	-	-	-	0.0%	-	-	0.0%
504215 Printing	-	-	-	0.0%	-	-	0.0%
504217 Photo Supp/Process	-	-	-	0.0%	-	-	0.0%
504311 Office Supplies	316	332	16	5.1%	349	17	5.1%
504315 Safety Supplies	-	-	-	0.0%	-	-	0.0%
504316 COVID-19	-	-	-	0.0%	-	-	0.0%
504317 Cleaning Supplies	-	-	-	0.0%	-	-	0.0%
504409 Repair/Maint Supplies	-	-	-	0.0%	-	-	0.0%
504417 Tenant Repairs	-	-	-	0.0%	-	-	0.0%
504421 Non-Inventory Parts	-	-	-	0.0%	-	-	0.0%
504511 Small Tools	-	-	-	0.0%	-	-	0.0%
504515 Employee Tool Replacement	-	-	-	0.0%	-	-	0.0%
Totals	\$ 316	\$ 332	\$ 16	5.1%	349	\$ 17	5.1%
UTILITIES							
505010 Propulsion Power	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
505011 Gas & Electric	-	-	-	0.0%	-	-	0.0%
505021 Water & Garbage	-	-	-	0.0%	-	-	0.0%
505031 Telecommunications	-	-	-	0.0%	-	-	0.0%
Totals	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
CASUALTY & LIABILITY							
506011 Insurance - Property	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
506015 Insurance - PL/PD	-	-	-	0.0%	-	-	0.0%
506021 Insurance - Other	-	-	-	0.0%	-	-	0.0%
506123 Settlement Costs	-	-	-	0.0%	-	-	0.0%
506127 Repairs - District Prop	-	-	-	0.0%	-	-	0.0%
Totals	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

Inventory Mgmt - 2000

ACCOUNT	June-23 BUDGET FY24	June-24 BUDGET FY25	Increase/(Decrease) \$ VAR	Increase/(Decrease) % VAR	PLAN FY26	Increase/(Decrease) \$ VAR	Increase/(Decrease) % VAR
TAXES							
507051 Fuel Tax	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
507201 Licenses & Permits	-	-	-	0.0%	-	-	0.0%
507999 Other Taxes	-	-	-	0.0%	-	-	0.0%
Totals	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
MISC EXPENSE							
509011 Dues/Subscriptions	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
509081 Advertising - District Promo	-	-	-	0.0%	-	-	0.0%
509101 Employee Incentive Program	-	-	-	0.0%	-	-	0.0%
509121 Employee Training	2,000	2,100	100	5.0%	2,205	105	5.0%
509122 BOD Travel	-	-	-	0.0%	-	-	0.0%
509123 Travel	1,550	1,621	71	4.6%	1,702	81	5.0%
509125 Local Meeting Expense	200	210	10	5.0%	221	11	5.2%
509127 Board Director Fees	-	-	-	0.0%	-	-	0.0%
509150 Contributions	-	-	-	0.0%	-	-	0.0%
509198 Cash Over/Short	-	-	-	0.0%	-	-	0.0%
509999 Other Misc Expense	-	-	-	0.0%	-	-	0.0%
Totals	\$ 3,750	\$ 3,931	\$ 181	4.8%	4,128	\$ 197	5.0%
INTEREST EXPENSE & DEBT SERVICE							
511102 Interest Expense - Loan	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
511103 Interest Expense - POB	-	-	-	0.0%	-	-	0.0%
524000 Principal - POB	-	-	-	0.0%	-	-	0.0%
Totals	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
LEASES & RENTALS							
512011 Facility Lease	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
512061 Equipment Rental	-	-	-	0.0%	-	-	0.0%
Totals	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
PERSONNEL TOTAL	\$ 479,846	\$ 573,140	\$ 93,294	19.4%	\$ 621,012	\$ 47,872	8.4%
NON-PERSONNEL TOTAL	\$ 6,266	\$ 6,573	\$ 307	4.9%	\$ 6,903	\$ 330	5.0%
TOTAL OPERATING EXPENSES	\$ 486,112	\$ 579,713	\$ 93,601	19.3%	\$ 627,915	\$ 48,202	8.3%

13C.50

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

Facilities Maint - 2200

ACCOUNT	June-23		June-24		Increase/(Decrease)		PLAN	Increase/(Decrease)		
	BUDGET	FY24	BUDGET	FY25	\$ VAR	% VAR		FY26	\$ VAR	% VAR
LABOR										
501011 Bus Operator Pay	\$	-	\$	-	\$	0.0%	-	\$	-	0.0%
501013 Bus Operator OT		-		-		0.0%	-		-	0.0%
501021 Other Salaries		916,015		1,001,656	85,641	9.3%	1,062,342	60,686	6.1%	
501023 Other OT		41,952		19,992	(21,960)	(52.3%)	20,995	1,003	5.0%	
Totals	\$	957,967	\$	1,021,648	\$ 63,681	6.6%	\$ 1,083,337	\$ 61,689	6.0%	
FRINGE BENEFITS										
502011 Medicare/Soc. Sec.	\$	17,016	\$	18,279	1,263	7.4%	19,371	1,092	6.0%	
502021 Retirement		124,458		134,344	9,886	7.9%	139,400	5,056	3.8%	
502022 Retirement UAL		-		30,714	30,714	100.0%	56,702	25,988	84.6%	
502031 Medical Ins		452,400		489,528	37,128	8.2%	524,794	35,266	7.2%	
502041 Dental Ins		26,286		24,515	(1,771)	(6.7%)	24,894	379	1.5%	
502045 Vision Ins		4,968		4,860	(108)	(2.2%)	5,004	144	3.0%	
502051 Life Ins/AD&D		2,210		2,106	(104)	(4.7%)	2,178	72	3.4%	
502060 State Disability Ins (SDI)		10,561		14,242	3,681	34.9%	15,501	1,259	8.8%	
502061 Long Term Disability Ins		8,209		8,477	268	3.3%	8,714	237	2.8%	
502071 State Unemployment Ins (SUI)		1,890		2,016	126	6.7%	2,142	126	6.3%	
502081 Worker's Comp Ins		57,021		58,732	1,711	3.0%	60,494	1,762	3.0%	
502101 Holiday Pay		34,646		37,988	3,342	9.6%	40,272	2,284	6.0%	
502103 Floating Holiday		6,002		6,557	555	9.2%	6,816	259	3.9%	
502109 Sick Leave		51,968		56,976	5,008	9.6%	60,409	3,433	6.0%	
502111 Annual Leave		114,692		128,404	13,712	12.0%	135,816	7,412	5.8%	
502121 Other Paid Absence		8,122		8,902	780	9.6%	9,439	537	6.0%	
502251 Phys. Exams		-		-	-	0.0%	-	-	0.0%	
502253 Driver Lic Renewal		-		-	-	0.0%	-	-	0.0%	
502999 Other Fringe Benefits		2,472		6,490	4,018	162.5%	6,508	18	0.3%	
Totals	\$	922,921	\$	1,033,130	\$ 110,209	11.9%	\$ 1,118,454	\$ 85,324	8.3%	

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

Facilities Maint - 2200

ACCOUNT	June-23		June-24		Increase/(Decrease)		PLAN	Increase/(Decrease)				
	BUDGET	FY24	BUDGET	FY25	\$ VAR	% VAR		FY26	\$ VAR	% VAR		
SERVICES												
503011 Accting/Audit Fees	\$	-	\$	-	\$	0.0%	-	\$	-	0.0%		
503012 Admin/Bank Fees	-	-	-	-	-	0.0%	-	-	-	0.0%		
503031 Prof/Technical Fees	298,765	298,765	646,400	646,400	347,635	116.4%	39,644	(606,756)	(93.9%)			
503032 Legislative Services	-	-	-	-	-	0.0%	-	-	-	0.0%		
503033 Legal Services	-	-	-	-	-	0.0%	-	-	-	0.0%		
503034 Pre-Employment Exams	-	-	-	-	-	0.0%	-	-	-	0.0%		
503041 Temp Help	-	-	-	-	-	0.0%	-	-	-	0.0%		
503161 Custodial Services	8,722	8,722	7,000	7,000	(1,722)	(19.7%)	7,420	420	6.0%			
503162 Uniforms/Laundry	2,628	2,628	9,050	9,050	6,422	244.4%	9,353	303	3.3%			
503171 Security Services	21,195	21,195	30,000	30,000	8,805	41.5%	32,820	2,820	9.4%			
503221 Classified/Legal Ads	-	-	-	-	-	0.0%	-	-	-	0.0%		
503222 Legal Ads	-	-	-	-	-	0.0%	-	-	-	0.0%		
503225 Graphic Services	-	-	-	-	-	0.0%	-	-	-	0.0%		
503351 Repair - Bldg & Impr	225,000	225,000	100,000	100,000	(125,000)	(55.6%)	105,000	5,000	5.0%			
503352 Repair - Equipment	580,413	580,413	511,700	511,700	(68,713)	(11.8%)	536,688	24,988	4.9%			
503353 Repair - Rev Vehicle	-	-	-	-	-	0.0%	-	-	-	0.0%		
503354 Repair - Non Rev Vehicle	-	-	-	-	-	0.0%	-	-	-	0.0%		
503363 Haz Mat Disposal	74,096	74,096	89,000	89,000	14,904	20.1%	94,340	5,340	6.0%			
Totals	\$	1,210,819	\$	1,393,150	\$	182,331	15.1%	\$	825,265	\$	(567,885)	(40.8%)
MOBILE MATERIALS & SUPPLIES												
504011 Fuels & Lubricants - Non Rev Veh	\$	3,215	\$	3,500	\$	285	8.9%	\$	3,500	\$	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	-	-	0.0%	-	-	-	-	-	0.0%
Hydro	-	-	-	-	-	0.0%	-	-	-	-	-	0.0%
Hydrogen fuel	-	-	-	-	-	0.0%	-	-	-	-	-	0.0%
504021 Tires & Tubes	-	-	-	-	-	0.0%	-	-	-	-	-	0.0%
504161 Other Mobile Supplies	-	-	-	-	-	0.0%	-	-	-	-	-	0.0%
504191 Rev Vehicle Parts	-	-	-	-	-	0.0%	-	-	-	-	-	0.0%
Totals	\$	3,215	\$	3,500	\$	285	8.9%	\$	3,500	\$	-	0.0%

13C.52

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

Facilities Maint - 2200

ACCOUNT	June-23		June-24		Increase/(Decrease)		PLAN	Increase/(Decrease)		
	BUDGET	BUDGET	BUDGET	BUDGET	\$ VAR	% VAR		\$ VAR	% VAR	
	FY24	FY25	FY25	FY26			FY26			
OTHER MATERIALS & SUPPLIES										
504205 Freight Out	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	-	\$ -	-	0.0%
504211 Postage & Mailing	-	-	-	-	-	0.0%	-	-	-	0.0%
504214 Promotional Items	-	-	-	-	-	0.0%	-	-	-	0.0%
504215 Printing	-	-	-	-	-	0.0%	-	-	-	0.0%
504217 Photo Supp/Process	-	-	-	-	-	0.0%	-	-	-	0.0%
504311 Office Supplies	2,101	2,300	199	2,300	199	9.5%	2,300	-	-	0.0%
504315 Safety Supplies	7,152	11,100	3,948	11,766	3,948	55.2%	11,766	666	6.0%	
504316 COVID-19	-	-	-	-	-	0.0%	-	-	-	0.0%
504317 Cleaning Supplies	52,540	60,000	7,460	63,600	7,460	14.2%	63,600	3,600	6.0%	
504409 Repair/Maint Supplies	127,409	122,400	(5,009)	128,314	(5,009)	(3.9%)	128,314	5,914	4.8%	
504417 Tenant Repairs	10,508	1,000	(9,508)	1,000	(9,508)	(90.5%)	1,000	-	0.0%	
504421 Non-Inventory Parts	-	-	-	-	-	0.0%	-	-	-	0.0%
504511 Small Tools	7,275	7,200	(75)	7,632	(75)	(1.0%)	7,632	432	6.0%	
504515 Employee Tool Replacement	-	-	-	-	-	0.0%	-	-	-	0.0%
Totals	\$ 206,985	\$ 204,000	\$ (2,985)	\$ 214,612	\$ (2,985)	(1.4%)	\$ 214,612	\$ 10,612	5.2%	
UTILITIES										
505010 Propulsion Power	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	-	\$ -	-	0.0%
505011 Gas & Electric	368,080	425,000	56,920	430,000	56,920	15.5%	430,000	5,000	1.2%	
505021 Water & Garbage	175,973	196,300	20,327	202,895	20,327	11.6%	202,895	6,595	3.4%	
505031 Telecommunications	109,084	120,500	11,416	126,450	11,416	10.5%	126,450	5,950	4.9%	
Totals	\$ 653,137	\$ 741,800	\$ 88,663	\$ 759,345	\$ 88,663	13.6%	\$ 759,345	\$ 17,545	2.4%	
CASUALTY & LIABILITY										
506011 Insurance - Property	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	-	\$ -	-	0.0%
506015 Insurance - PL/PD	-	-	-	-	-	0.0%	-	-	-	0.0%
506021 Insurance - Other	-	-	-	-	-	0.0%	-	-	-	0.0%
506123 Settlement Costs	-	-	-	-	-	0.0%	-	-	-	0.0%
506127 Repairs - District Prop	-	-	-	-	-	0.0%	-	-	-	0.0%
Totals	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	

13C.53

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

Facilities Maint - 2200

ACCOUNT	June-23 BUDGET FY24	June-24 BUDGET FY25	Increase/(Decrease) \$ VAR	Increase/(Decrease) % VAR	PLAN FY26	Increase/(Decrease) \$ VAR	Increase/(Decrease) % VAR
TAXES							
507051 Fuel Tax	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
507201 Licenses & Permits	18,179	21,600	3,421	18.8%	23,058	1,458	6.8%
507999 Other Taxes	12,254	15,700	3,446	28.1%	16,642	942	6.0%
Totals	\$ 30,433	\$ 37,300	\$ 6,867	22.6%	\$ 39,700	\$ 2,400	6.4%
MISC EXPENSE							
509011 Dues/Subscriptions	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
509081 Advertising - District Promo	-	-	-	0.0%	-	-	0.0%
509101 Employee Incentive Program	-	1,500	1,500	100.0%	1,590	90	6.0%
509121 Employee Training	6,727	15,000	8,273	123.0%	15,000	-	0.0%
509122 BOD Travel	-	-	-	0.0%	-	-	0.0%
509123 Travel	3,363	5,000	1,637	48.7%	5,300	300	6.0%
509125 Local Meeting Expense	-	-	-	0.0%	-	-	0.0%
509127 Board Director Fees	-	-	-	0.0%	-	-	0.0%
509150 Contributions	-	-	-	0.0%	-	-	0.0%
509198 Cash Over/Short	-	-	-	0.0%	-	-	0.0%
509999 Other Misc Expense	-	-	-	0.0%	-	-	0.0%
Totals	\$ 10,090	\$ 21,500	\$ 11,410	113.1%	\$ 21,890	\$ 390	1.8%
INTEREST EXPENSE & DEBT SERVICE							
511102 Interest Expense - Loan	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
511103 Interest Expense - POB	-	-	-	0.0%	-	-	0.0%
524000 Principal - POB	-	-	-	0.0%	-	-	0.0%
Totals	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%
LEASES & RENTALS							
512011 Facility Lease	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
512061 Equipment Rental	6,830	2,000	(4,830)	(70.7%)	2,000	-	0.0%
Totals	\$ 6,830	\$ 2,000	\$ (4,830)	(70.7%)	\$ 2,000	\$ -	0.0%
PERSONNEL TOTAL	\$ 1,880,888	\$ 2,054,778	\$ 173,890	9.2%	\$ 2,201,791	\$ 147,013	7.2%
NON-PERSONNEL TOTAL	\$ 2,121,509	\$ 2,403,250	\$ 281,741	13.3%	\$ 1,866,312	\$ (536,938)	(22.3%)
TOTAL OPERATING EXPENSES	\$ 4,002,397	\$ 4,458,028	\$ 455,631	11.4%	\$ 4,068,103	\$ (389,925)	(8.7%)

13C.54

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

Paratransit - 3100

ACCOUNT	June-23		June-24		Increase/(Decrease)		PLAN		Increase/(Decrease)		
	BUDGET	FY24	BUDGET	FY25	\$ VAR	% VAR	FY26	\$ VAR	% VAR	% VAR	
LABOR											
501011 Bus Operator Pay	\$	1,368,641	\$	1,702,681	\$	334,040	\$	1,801,989	\$	99,308	5.8%
501013 Bus Operator OT		274,490		288,207		13,717		302,622		14,415	5.0%
501021 Other Salaries		785,101		625,172		(159,929)		663,629		38,457	6.2%
501023 Other OT		50,460		52,980		2,520		55,630		2,650	5.0%
Totals \$	\$	2,478,692	\$	2,669,040	\$	190,348	\$	2,823,870	\$	154,830	5.8%
FRINGE BENEFITS											
502011 Medicare/Soc. Sec.	\$	42,431	\$	45,534	\$	3,103	\$	48,507	\$	2,973	6.5%
502021 Retirement		285,729		303,183		17,454		316,632		13,449	4.4%
502022 Retirement UAL		-		62,097		62,097		114,987		52,890	85.2%
502031 Medical Ins		1,085,548		1,228,590		143,042		1,317,120		88,530	7.2%
502041 Dental Ins		54,327		56,052		1,725		56,904		852	1.5%
502045 Vision Ins		12,420		12,690		270		13,066		376	3.0%
502051 Life Ins/AD&D		5,369		5,733		364		5,929		196	3.4%
502060 State Disability Ins (SDI)		26,302		35,488		9,186		10,054		(25,434)	(71.7%)
502061 Long Term Disability Ins		17,828		18,563		735		19,411		848	4.6%
502071 State Unemployment Ins (SUI)		4,725		5,488		763		5,831		343	6.3%
502081 Worker's Comp Ins		142,553		159,882		17,329		164,678		4,796	3.0%
502101 Holiday Pay		79,053		85,479		6,426		91,240		5,761	6.7%
502103 Floating Holiday		9,591		4,712		(4,879)		5,145		433	9.2%
502109 Sick Leave		122,836		133,342		10,506		142,326		8,984	6.7%
502111 Annual Leave		217,799		227,991		10,192		246,578		18,587	8.2%
502121 Other Paid Absence		18,530		20,035		1,505		21,383		1,348	6.7%
502251 Phys. Exams		2,700		2,550		(150)		2,250		(300)	(11.8%)
502253 Driver Lic Renewal		1,020		530		(490)		530		-	0.0%
502999 Other Fringe Benefits		5,205		7,420		2,215		7,469		49	0.7%
Totals \$	\$	2,133,966	\$	2,415,359	\$	281,393	\$	2,590,040	\$	174,681	7.2%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

Paratransit - 3100

ACCOUNT	June-23		June-24		Increase/(Decrease)		PLAN		Increase/(Decrease)	
	BUDGET	BUDGET	BUDGET	BUDGET	\$ VAR	% VAR	FY26	FY26	\$ VAR	% VAR
SERVICES										
503011	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	-	-	\$ -	0.0%
503012	-	-	-	-	-	0.0%	-	-	-	0.0%
503031	1,700	98,640	96,940	5702.4%	98,667	27	98,667	27	0.0%	
503032	-	-	-	0.0%	-	0.0%	-	-	-	0.0%
503033	-	-	-	0.0%	-	0.0%	-	-	-	0.0%
503034	-	-	-	0.0%	-	0.0%	-	-	-	0.0%
503041	-	-	-	0.0%	-	0.0%	-	-	-	0.0%
503161	-	-	-	0.0%	-	0.0%	-	-	-	0.0%
503162	2,500	13,712	11,212	448.5%	14,261	549	14,261	549	4.0%	
503171	-	-	-	0.0%	-	0.0%	-	-	-	0.0%
503221	-	-	-	0.0%	-	0.0%	-	-	-	0.0%
503222	-	-	-	0.0%	-	0.0%	-	-	-	0.0%
503225	-	-	-	0.0%	-	0.0%	-	-	-	0.0%
503351	-	-	-	0.0%	-	0.0%	-	-	-	0.0%
503352	2,000	2,500	500	25.0%	2,500	-	2,500	-	0.0%	
503353	-	-	-	0.0%	-	0.0%	-	-	-	0.0%
503354	-	-	-	0.0%	-	0.0%	-	-	-	0.0%
503363	-	-	-	0.0%	-	0.0%	-	-	-	0.0%
Totals	\$ 6,200	\$ 114,852	\$ 108,652	1752.5%	\$ 115,428	\$ 576	115,428	\$ 576	0.5%	
MOBILE MATERIALS & SUPPLIES										
504011	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%	-	-	\$ -	0.0%
504012	-	-	-	0.0%	-	0.0%	-	-	-	0.0%
Hydro	-	-	-	0.0%	-	0.0%	-	-	-	0.0%
504021	-	-	-	0.0%	-	0.0%	-	-	-	0.0%
504161	-	-	-	0.0%	-	0.0%	-	-	-	0.0%
504191	-	-	-	0.0%	-	0.0%	-	-	-	0.0%
Totals	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	-	-	\$ -	0.0%

13C.56

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

Paratransit - 3100

ACCOUNT	June-23		June-24		Increase/(Decrease)		PLAN	Increase/(Decrease)		
	BUDGET	BUDGET	BUDGET	BUDGET	\$ VAR	% VAR		\$ VAR	% VAR	
	FY24	FY25	FY25	FY26	FY26	FY26	FY26	FY26	FY26	
OTHER MATERIALS & SUPPLIES										
504205 Freight Out	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	
504211 Postage & Mailing	2,110	1,500	(610)	1,500	(610)	(28.9%)	1,500	-	0.0%	
504214 Promotional Items	-	-	-	-	-	0.0%	-	-	0.0%	
504215 Printing	3,500	4,099	599	4,304	599	17.1%	4,304	205	5.0%	
504217 Photo Supp/Process	-	-	-	-	-	0.0%	-	-	0.0%	
504311 Office Supplies	3,500	3,500	-	3,500	-	0.0%	3,500	-	0.0%	
504315 Safety Supplies	-	1,500	1,500	1,500	1,500	100.0%	1,500	-	0.0%	
504316 COVID-19	-	-	-	-	-	0.0%	-	-	0.0%	
504317 Cleaning Supplies	-	1,500	1,500	1,500	1,500	100.0%	1,500	-	0.0%	
504409 Repair/Maint Supplies	-	-	-	-	-	0.0%	-	-	0.0%	
504417 Tenant Repairs	-	-	-	-	-	0.0%	-	-	0.0%	
504421 Non-Inventory Parts	-	-	-	-	-	0.0%	-	-	0.0%	
504511 Small Tools	-	-	-	-	-	0.0%	-	-	0.0%	
504515 Employee Tool Replacement	-	-	-	-	-	0.0%	-	-	0.0%	
Totals \$	9,110	12,099	2,989	12,304	2,989	32.8%	12,304	205	1.7%	
UTILITIES										
505010 Propulsion Power	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	
505011 Gas & Electric	20,000	21,000	1,000	22,000	1,000	5.0%	22,000	1,000	4.8%	
505021 Water & Garbage	-	-	-	-	-	0.0%	-	-	0.0%	
505031 Telecommunications	13,000	15,000	2,000	16,000	2,000	15.4%	16,000	1,000	6.7%	
Totals \$	33,000	36,000	3,000	38,000	3,000	9.1%	38,000	2,000	5.6%	
CASUALTY & LIABILITY										
506011 Insurance - Property	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	
506015 Insurance - PL/PD	186,288	149,285	(37,003)	156,749	(37,003)	(19.9%)	156,749	7,464	5.0%	
506021 Insurance - Other	-	-	-	-	-	0.0%	-	-	0.0%	
506123 Settlement Costs	-	-	-	-	-	0.0%	-	-	0.0%	
506127 Repairs - District Prop	-	-	-	-	-	0.0%	-	-	0.0%	
Totals \$	186,288	149,285	(37,003)	156,749	(37,003)	(19.9%)	156,749	7,464	5.0%	

Attachment C

13C.57

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

Paratransit - 3100

ACCOUNT	June-23		June-24		Increase/(Decrease)		PLAN		Increase/(Decrease)	
	BUDGET	BUDGET	BUDGET	BUDGET	\$ VAR	% VAR	FY26	\$ VAR	% VAR	
TAXES										
507051 Fuel Tax	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	0.0%
507201 Licenses & Permits	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
507999 Other Taxes	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
Totals	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	0.0%
MISC EXPENSE										
509011 Dues/Subscriptions	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	0.0%
509081 Advertising - District Promo	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
509101 Employee Incentive Program	2,500	2,500	2,500	2,500	-	0.0%	2,650	150	6.0%	6.0%
509121 Employee Training	7,000	7,000	6,000	6,000	(1,000)	(14.3%)	6,000	-	0.0%	0.0%
509122 BOD Travel	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
509123 Travel	7,000	7,000	8,500	8,500	1,500	21.4%	8,500	-	0.0%	0.0%
509125 Local Meeting Expense	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
509127 Board Director Fees	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
509150 Contributions	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
509198 Cash Over/Short	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
509999 Other Misc Expense	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
Totals	\$ 16,500	\$ 16,500	\$ 17,000	\$ 17,000	\$ 500	3.0%	\$ 17,150	\$ 150	0.9%	0.9%
INTEREST EXPENSE & DEBT SERVICE										
511102 Interest Expense - Loan	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	0.0%
511103 Interest Expense - POB	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
524000 Principal - POB	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
Totals	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	0.0%
LEASES & RENTALS										
512011 Facility Lease	\$ 201,040	\$ 201,040	\$ 132,433	\$ 132,433	\$(68,607)	(34.1%)	\$ 139,055	\$ 6,622	5.0%	5.0%
512061 Equipment Rental	3,000	3,000	2,300	2,300	(700)	(23.3%)	2,300	-	0.0%	0.0%
Totals	\$ 204,040	\$ 204,040	\$ 134,733	\$ 134,733	\$(69,307)	(34.0%)	\$ 141,355	\$ 6,622	4.9%	4.9%
PERSONNEL TOTAL										
	\$ 4,612,658	\$ 4,612,658	\$ 5,084,399	\$ 5,084,399	\$ 471,741	10.2%	\$ 5,413,910	\$ 329,511	6.5%	6.5%
NON-PERSONNEL TOTAL										
	\$ 455,138	\$ 455,138	\$ 463,969	\$ 463,969	\$ 8,831	1.9%	\$ 480,986	\$ 17,017	3.7%	3.7%
TOTAL OPERATING EXPENSES	\$ 5,067,796	\$ 5,067,796	\$ 5,548,368	\$ 5,548,368	\$ 480,572	9.5%	\$ 5,894,896	\$ 346,528	6.2%	6.2%

13C.58

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

Operations - 3200

ACCOUNT	June-23		June-24		Increase/(Decrease)		PLAN FY26	Increase/(Decrease)	
	BUDGET FY24		BUDGET FY25		\$ VAR	% VAR		\$ VAR	% VAR
LABOR									
501011 Bus Operator Pay	\$	-	\$	-	\$	0.0%	\$	-	0.0%
501013 Bus Operator OT		-		-		0.0%		-	0.0%
501021 Other Salaries		1,330,016		2,085,890		56.8%	2,225,821	139,931	6.7%
501023 Other OT		139,787		-		(100.0%)		-	0.0%
Totals	\$	1,469,803	\$	2,085,890	\$	41.9%	2,225,821	\$ 139,931	6.7%
FRINGE BENEFITS									
502011 Medicare/Soc. Sec.	\$	26,109	\$	37,415	\$	43.3%	39,977	\$ 2,562	6.8%
502021 Retirement		182,685		279,462		53.0%	292,222	12,760	4.6%
502022 Retirement UAL		-		48,073		100.0%	88,777	40,704	84.7%
502031 Medical Ins		476,617		800,666		68.0%	858,357	57,691	7.2%
502041 Dental Ins		24,762		39,963		61.4%	40,584	621	1.6%
502045 Vision Ins		4,968		7,290		46.7%	7,506	216	3.0%
502051 Life Ins/AD&D		2,210		3,159		42.9%	3,267	108	3.4%
502060 State Disability Ins (SDI)		16,207		29,166		80.0%	31,981	2,815	9.7%
502061 Long Term Disability Ins		9,156		13,793		50.6%	13,871	78	0.6%
502071 State Unemployment Ins (SUI)		1,890		3,024		60.0%	3,213	189	6.3%
502081 Worker's Comp Ins		57,021		88,098		54.5%	90,741	2,643	3.0%
502101 Holiday Pay		50,562		78,725		55.7%	84,130	5,405	6.9%
502103 Floating Holiday		5,553		12,264		120.9%	12,969	705	5.7%
502109 Sick Leave		75,840		118,077		55.7%	126,186	8,109	6.9%
502111 Annual Leave		186,950		267,063		42.9%	287,971	20,908	7.8%
502121 Other Paid Absence		11,847		18,449		55.7%	19,719	1,270	6.9%
502251 Phys. Exams		900		1,750		94.4%	1,925	175	10.0%
502253 Driver Lic Renewal		236		370		56.8%	370	-	0.0%
502999 Other Fringe Benefits		2,472		4,710		90.5%	4,737	27	0.6%
Totals	\$	1,135,985	\$	1,851,517	\$	63.0%	2,008,503	\$ 156,986	8.5%

Attachment C

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY25 & FY26 OPERATING BUDGET**

Operations - 3200

ACCOUNT	June-23		June-24		Increase/(Decrease)		PLAN	Increase/(Decrease)	
	BUDGET	FY24	BUDGET	FY25	\$ VAR	% VAR		\$ VAR	% VAR
SERVICES									
503011 Accting/Audit Fees	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
503012 Admin/Bank Fees	-	-	-	-	-	0.0%	-	-	0.0%
503031 Prof/Technical Fees	15,829	110,000	94,171	594.9%	10,500	(99,500)	10,500	(90.5%)	
503032 Legislative Services	-	-	-	-	-	0.0%	-	-	0.0%
503033 Legal Services	-	-	-	-	-	0.0%	-	-	0.0%
503034 Pre-Employment Exams	-	-	-	-	-	0.0%	-	-	0.0%
503041 Temp Help	-	-	-	-	-	0.0%	-	-	0.0%
503161 Custodial Services	-	-	-	-	-	0.0%	-	-	0.0%
503162 Uniforms/Laundry	1,055	1,608	553	52.4%	1,688	80	1,688	5.0%	
503171 Security Services	-	-	-	-	-	0.0%	-	-	0.0%
503221 Classified/Legal Ads	-	-	-	-	-	0.0%	-	-	0.0%
503222 Legal Ads	-	-	-	-	-	0.0%	-	-	0.0%
503225 Graphic Services	-	-	-	-	-	0.0%	-	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	-	-	0.0%	-	-	0.0%
503352 Repair - Equipment	2,600	3,000	400	15.4%	3,150	150	3,150	5.0%	
503353 Repair - Rev Vehicle	-	-	-	-	-	0.0%	-	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	-	-	0.0%	-	-	0.0%
503363 Haz Mat Disposal	-	-	-	-	-	0.0%	-	-	0.0%
Totals	\$ 19,484	\$ 114,608	\$ 95,124	488.2%	\$ 15,338	\$ (99,270)	(86.6%)		
MOBILE MATERIALS & SUPPLIES									
504011 Fuels & Lubricants - Non Rev Veh	\$ -	\$ -	\$ -	0.0%	-	-	-	0.0%	
504012 Fuels & Lubricants - Rev Veh	-	-	-	0.0%	-	-	-	0.0%	
Hydrogen fuel	-	-	-	0.0%	-	-	-	0.0%	
504021 Tires & Tubes	-	-	-	0.0%	-	-	-	0.0%	
504161 Other Mobile Supplies	-	-	-	0.0%	-	-	-	0.0%	
504191 Rev Vehicle Parts	-	-	-	0.0%	-	-	-	0.0%	
Totals	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%		

13C.60

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

Operations - 3200

ACCOUNT	June-23 BUDGET FY24	June-24 BUDGET FY25	Increase/(Decrease) \$ VAR	% VAR	PLAN FY26	Increase/(Decrease) \$ VAR	% VAR
OTHER MATERIALS & SUPPLIES							
504205 Freight Out	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
504211 Postage & Mailing	-	-	-	0.0%	-	-	0.0%
504214 Promotional Items	-	-	-	0.0%	-	-	0.0%
504215 Printing	7,500	8,019	519	6.9%	8,425	406	5.1%
504217 Photo Supp/Process	-	-	-	0.0%	-	-	0.0%
504311 Office Supplies	15,000	12,000	(3,000)	(20.0%)	12,000	-	0.0%
504315 Safety Supplies	-	-	-	0.0%	-	-	0.0%
504316 COVID-19	-	-	-	0.0%	-	-	0.0%
504317 Cleaning Supplies	-	-	-	0.0%	-	-	0.0%
504409 Repair/Maint Supplies	-	-	-	0.0%	-	-	0.0%
504417 Tenant Repairs	-	-	-	0.0%	-	-	0.0%
504421 Non-Inventory Parts	-	-	-	0.0%	-	-	0.0%
504511 Small Tools	-	-	-	0.0%	-	-	0.0%
504515 Employee Tool Replacement	-	-	-	0.0%	-	-	0.0%
Totals	\$ 22,500	\$ 20,019	\$ (2,481)	(11.0%)	20,425	\$ 406	2.0%
UTILITIES							
505010 Propulsion Power	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
505011 Gas & Electric	-	-	-	0.0%	-	-	0.0%
505021 Water & Garbage	-	-	-	0.0%	-	-	0.0%
505031 Telecommunications	12,239	16,480	4,241	34.7%	17,204	724	4.4%
Totals	\$ 12,239	\$ 16,480	\$ 4,241	34.7%	17,204	\$ 724	4.4%
CASUALTY & LIABILITY							
506011 Insurance - Property	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
506015 Insurance - PL/PD	-	-	-	0.0%	-	-	0.0%
506021 Insurance - Other	-	-	-	0.0%	-	-	0.0%
506123 Settlement Costs	-	-	-	0.0%	-	-	0.0%
506127 Repairs - District Prop	-	-	-	0.0%	-	-	0.0%
Totals	\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%

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13C.61

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

Operations - 3200

ACCOUNT	June-23		June-24		Increase/(Decrease)		PLAN		Increase/(Decrease)	
	BUDGET	FY24	BUDGET	FY25	\$ VAR	% VAR	FY26	\$ VAR	% VAR	
TAXES										
507051 Fuel Tax	\$	-	\$	-	\$	0.0%	\$	-	0.0%	
507201 Licenses & Permits	-	-	-	-	-	0.0%	-	-	0.0%	
507999 Other Taxes	-	-	-	-	-	0.0%	-	-	0.0%	
Totals	\$	-	\$	-	\$	0.0%	\$	-	0.0%	
MISC EXPENSE										
509011 Dues/Subscriptions	\$	-	\$	-	\$	0.0%	\$	-	0.0%	
509081 Advertising - District Promo	-	-	-	-	-	0.0%	-	-	0.0%	
509101 Employee Incentive Program	5,000	5,000	5,000	5,000	-	0.0%	5,000	-	0.0%	
509121 Employee Training	12,790	6,000	6,000	(6,790)	(53.1%)	6,000	6,000	-	0.0%	
509122 BOD Travel	-	-	-	-	-	0.0%	-	-	0.0%	
509123 Travel	7,603	6,000	6,000	(1,603)	(21.1%)	6,000	6,000	-	0.0%	
509125 Local Meeting Expense	300	900	900	600	200.0%	-	(900)	(100.0%)		
509127 Board Director Fees	-	-	-	-	-	0.0%	-	-	0.0%	
509150 Contributions	-	-	-	-	-	0.0%	-	-	0.0%	
509198 Cash Over/Short	-	-	-	-	-	0.0%	-	-	0.0%	
509999 Other Misc Expense	-	-	-	-	-	0.0%	-	-	0.0%	
Totals	\$	25,693	\$	17,900	\$ (7,793)	(30.3%)	\$	17,000	\$ (900)	(5.0%)
INTEREST EXPENSE & DEBT SERVICE										
511102 Interest Expense - Loan	\$	-	\$	-	\$	0.0%	\$	-	0.0%	
511103 Interest Expense - POB	-	-	-	-	-	0.0%	-	-	0.0%	
524000 Principal - POB	-	-	-	-	-	0.0%	-	-	0.0%	
Totals	\$	-	\$	-	\$	0.0%	\$	-	0.0%	
LEASES & RENTALS										
512011 Facility Lease	\$	109,588	\$	234,032	\$ 124,444	113.6%	\$	244,540	\$ 10,508	4.5%
512061 Equipment Rental	-	-	-	-	-	0.0%	-	-	0.0%	
Totals	\$	109,588	\$	234,032	\$ 124,444	113.6%	\$	244,540	\$ 10,508	4.5%
PERSONNEL TOTAL	\$	2,605,788	\$	3,937,407	\$ 1,331,619	51.1%	\$	4,234,324	\$ 296,917	7.5%
NON-PERSONNEL TOTAL	\$	189,504	\$	403,039	\$ 213,535	112.7%	\$	314,507	\$ (88,532)	(22.0%)
TOTAL OPERATING EXPENSES	\$	2,795,292	\$	4,340,446	\$ 1,545,154	55.3%	\$	4,548,831	\$ 208,385	4.8%

13C.62

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

Bus Operators - 3300

ACCOUNT	June-23		June-24		Increase/(Decrease)		PLAN		Increase/(Decrease)		
	BUDGET	FY24	BUDGET	FY25	\$ VAR	% VAR	FY26	\$ VAR	\$ VAR	% VAR	
501011 Bus Operator Pay	\$	8,956,620	\$	13,538,576	\$ 4,581,956	51.2%	\$	14,476,323	\$	937,747	6.9%
501013 Bus Operator OT		499,988		500,030	42	0.0%		510,105		10,075	2.0%
501021 Other Salaries		-		-	-	0.0%		-		-	0.0%
501023 Other OT		-		-	-	0.0%		-		-	0.0%
Totals \$	\$	9,456,608	\$	14,038,606	\$ 4,581,998	48.5%	\$	14,986,428	\$	947,822	6.8%
FRINGE BENEFITS											
502011 Medicare/Soc. Sec.	\$	163,681	\$	241,046	\$ 77,365	47.3%	\$	259,300	\$	18,254	7.6%
502021 Retirement		1,176,631		1,745,993	569,362	48.4%		1,841,551		95,558	5.5%
502022 Retirement UAL		-		287,345	287,345	100.0%		532,605		245,260	85.4%
502031 Medical Ins		3,989,485		6,045,472	2,055,987	51.5%		6,481,156		435,684	7.2%
502041 Dental Ins		213,464		304,684	91,220	42.7%		309,390		4,706	1.5%
502045 Vision Ins		42,780		62,910	20,130	47.1%		64,774		1,864	3.0%
502051 Life Ins/AD&D		18,083		27,612	9,529	52.7%		28,555		943	3.4%
502060 State Disability Ins (SDI)		100,750		187,863	87,113	86.5%		207,433		19,570	10.4%
502061 Long Term Disability Ins		72,821		110,784	37,963	52.1%		113,270		2,486	2.2%
502071 State Unemployment Ins (SUI)		16,275		26,320	10,045	61.7%		27,965		1,645	6.3%
502081 Worker's Comp Ins		491,017		766,779	275,762	56.2%		789,782		23,003	3.0%
502101 Holiday Pay		326,476		493,089	166,613	51.0%		531,610		38,521	7.8%
502103 Floating Holiday		-		-	-	0.0%		-		-	0.0%
502109 Sick Leave		510,128		770,409	260,281	51.0%		830,563		60,154	7.8%
502111 Annual Leave		918,726		1,204,173	285,447	31.1%		1,313,078		108,905	9.0%
502121 Other Paid Absence		76,507		115,610	39,103	51.1%		124,591		8,981	7.8%
502251 Phys. Exams		12,571		19,250	6,679	53.1%		20,200		950	4.9%
502253 Driver Lic Renewal		1,666		5,749	4,083	245.1%		6,036		287	5.0%
502999 Other Fringe Benefits		28,495		47,080	18,585	65.2%		47,316		236	0.5%
Totals \$	\$	8,159,556	\$	12,462,168	\$ 4,302,612	52.7%	\$	13,529,175	\$	1,067,007	8.6%

Attachment C

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY25 & FY26 OPERATING BUDGET**

Bus Operators - 3300

ACCOUNT SERVICES	June-23	June-24	Increase/(Decrease)		PLAN FY26	Increase/(Decrease)	
	BUDGET FY24	BUDGET FY25	\$ VAR	% VAR		\$ VAR	% VAR
503011 Accting/Audit Fees	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%
503012 Admin/Bank Fees	-	-	-	0.0%	-	-	0.0%
503031 Prof/Technical Fees	-	-	-	0.0%	-	-	0.0%
503032 Legislative Services	-	-	-	0.0%	-	-	0.0%
503033 Legal Services	-	-	-	0.0%	-	-	0.0%
503034 Pre-Employment Exams	-	-	-	0.0%	-	-	0.0%
503041 Temp Help	-	-	-	0.0%	-	-	0.0%
503161 Custodial Services	-	-	-	0.0%	-	-	0.0%
503162 Uniforms/Laundry	3,000	3,500	500	16.7%	3,675	175	5.0%
503171 Security Services	-	-	-	0.0%	-	-	0.0%
503221 Classified/Legal Ads	-	-	-	0.0%	-	-	0.0%
503222 Legal Ads	-	-	-	0.0%	-	-	0.0%
503225 Graphic Services	-	-	-	0.0%	-	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	0.0%	-	-	0.0%
503352 Repair - Equipment	-	-	-	0.0%	-	-	0.0%
503353 Repair - Rev Vehicle	-	-	-	0.0%	-	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	0.0%	-	-	0.0%
503363 Haz Mat Disposal	-	-	-	0.0%	-	-	0.0%
Totals \$	3,000 \$	3,500 \$	500 \$	16.7%	3,675 \$	175 \$	5.0%
MISC EXPENSE							
509011 Dues/Subscriptions	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%
509081 Advertising - District Promo	-	-	-	0.0%	-	-	0.0%
509101 Employee Incentive Program	9,690	5,000	(4,690)	(48.4%)	5,000	-	0.0%
509121 Employee Training	1,691	1,000	(691)	(40.9%)	1,000	-	0.0%
509122 BOD Travel	-	-	-	0.0%	-	-	0.0%
509123 Travel	-	-	-	0.0%	-	-	0.0%
509125 Local Meeting Expense	-	-	-	0.0%	-	-	0.0%
509127 Board Director Fees	-	-	-	0.0%	-	-	0.0%
509150 Contributions	-	-	-	0.0%	-	-	0.0%
509198 Cash Over/Short	-	-	-	0.0%	-	-	0.0%
509999 Other Misc Expense	-	-	-	0.0%	-	-	0.0%
Totals \$	11,381 \$	6,000 \$	(5,381) \$	(47.3%)	6,000 \$	-	0.0%

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**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY25 & FY26 OPERATING BUDGET**

Bus Operators - 3300

ACCOUNT	June-23		June-24		Increase/(Decrease)		PLAN		
	BUDGET	FY24	BUDGET	FY25	\$ VAR	% VAR	FY26	\$ VAR	
PERSONNEL TOTAL	\$ 17,616,164	\$ 17,616,164	\$ 26,500,774	\$ 26,500,774	\$ 8,884,610	50.4%	\$ 28,515,603	\$ 2,014,829	7.6%
NON-PERSONNEL TOTAL	\$ 14,381	\$ 14,381	\$ 10,500	\$ 10,500	\$ (3,881)	(27.0%)	\$ 10,725	\$ 225	2.1%
TOTAL OPERATING EXPENSES	\$ 17,630,545	\$ 17,630,545	\$ 26,511,274	\$ 26,511,274	\$ 8,880,729	50.4%	\$ 28,526,328	\$ 2,015,054	7.6%

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13C.65

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

Fleet Maint - 4100

ACCOUNT	June-23		June-24		Increase/(Decrease)		PLAN FY26	Increase/(Decrease)	
	BUDGET FY24		BUDGET FY25		\$ VAR	% VAR		\$ VAR	% VAR
LABOR									
501011 Bus Operator Pay	\$	\$	\$	\$	\$	0.0%	\$	\$	0.0%
501013 Bus Operator OT						0.0%			0.0%
501021 Other Salaries	2,305,151		2,693,694	388,543	388,543	16.9%	2,847,268	153,574	5.7%
501023 Other OT	116,829		-	(116,829)	(116,829)	(100.0%)	-	-	0.0%
Totals	\$ 2,421,980	\$	\$ 2,693,694	\$ 271,714	\$ 271,714	11.2%	\$ 2,847,268	\$ 153,574	5.7%
FRINGE BENEFITS									
502011 Medicare/Soc. Sec.	\$	\$	48,332	5,136	5,136	11.9%	51,133	2,801	5.8%
502021 Retirement	312,589		360,825	48,236	48,236	15.4%	373,794	12,969	3.6%
502022 Retirement UAL	-		77,724	77,724	77,724	100.0%	142,914	65,190	83.9%
502031 Medical Ins	934,387		1,069,327	134,940	134,940	14.4%	1,146,387	77,060	7.2%
502041 Dental Ins	52,400		57,035	4,635	4,635	8.8%	57,918	883	1.5%
502045 Vision Ins	10,488		11,070	582	582	5.5%	11,398	328	3.0%
502051 Life Ins/AD&D	4,550		4,797	247	247	5.4%	4,961	164	3.4%
502060 State Disability Ins (SDI)	26,585		37,659	11,074	11,074	41.7%	40,899	3,240	8.6%
502061 Long Term Disability Ins	18,258		19,678	1,420	1,420	7.8%	19,892	214	1.1%
502071 State Unemployment Ins (SUI)	3,990		4,592	602	602	15.1%	4,879	287	6.3%
502081 Worker's Comp Ins	120,378		133,778	13,400	13,400	11.1%	137,792	4,014	3.0%
502101 Holiday Pay	87,254		102,359	15,105	15,105	17.3%	108,299	5,940	5.8%
502103 Floating Holiday	6,420		7,010	590	590	9.2%	7,293	283	4.0%
502109 Sick Leave	130,887		153,540	22,653	22,653	17.3%	162,447	8,907	5.8%
502111 Annual Leave	311,563		352,434	40,871	40,871	13.1%	375,672	23,238	6.6%
502121 Other Paid Absence	20,453		23,994	3,541	3,541	17.3%	25,382	1,388	5.8%
502251 Phys. Exams	3,200		2,700	(500)	(500)	(15.6%)	2,700	-	0.0%
502253 Driver Lic Renewal	500		400	(100)	(100)	(20.0%)	400	-	0.0%
502999 Other Fringe Benefits	11,052		15,180	4,128	4,128	37.4%	15,221	41	0.3%
Totals	\$ 2,098,150	\$	\$ 2,482,434	\$ 384,284	\$ 384,284	18.3%	\$ 2,689,381	\$ 206,947	8.3%

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**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY25 & FY26 OPERATING BUDGET**

Fleet Maint - 4100

ACCOUNT	June-23		June-24		Increase/(Decrease)		PLAN	Increase/(Decrease)	
	BUDGET	FY24	BUDGET	FY25	\$ VAR	% VAR		FY26	\$ VAR
SERVICES									
503011 Accting/Audit Fees	\$	-	\$	-	\$	0.0%	-	\$	0.0%
503012 Admin/Bank Fees	-	-	-	-	-	0.0%	-	-	0.0%
503031 Prof/Technical Fees	9,000	-	9,200	200	200	2.2%	9,500	300	3.3%
503032 Legislative Services	-	-	-	-	-	0.0%	-	-	0.0%
503033 Legal Services	-	-	-	-	-	0.0%	-	-	0.0%
503034 Pre-Employment Exams	-	-	-	-	-	0.0%	-	-	0.0%
503041 Temp Help	-	-	-	-	-	0.0%	-	-	0.0%
503161 Custodial Services	-	-	-	-	-	0.0%	-	-	0.0%
503162 Uniforms/Laundry	27,912	-	41,162	13,250	13,250	47.5%	41,362	200	0.5%
503171 Security Services	-	-	-	-	-	0.0%	-	-	0.0%
503221 Classified/Legal Ads	-	-	-	-	-	0.0%	-	-	0.0%
503222 Legal Ads	-	-	-	-	-	0.0%	-	-	0.0%
503225 Graphic Services	-	-	-	-	-	0.0%	-	-	0.0%
503351 Repair - Bldg & Impr	26,600	-	8,113	(18,487)	(18,487)	(69.5%)	11,447	3,334	41.1%
503352 Repair - Equipment	654,926	-	892,790	237,864	237,864	36.3%	741,800	(150,990)	(16.9%)
503353 Repair - Rev Vehicle	72,075	-	40,000	(32,075)	(32,075)	(44.5%)	40,000	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	-	-	0.0%	-	-	0.0%
503363 Haz Mat Disposal	-	-	-	-	-	0.0%	-	-	0.0%
Totals	\$	790,513	\$	991,265	\$ 200,752	25.4%	\$ 844,109	\$ (147,156)	(14.8%)
MOBILE MATERIALS & SUPPLIES									
504011 Fuels & Lubricants - Non Rev Veh	\$	75,440	\$	70,460	\$ (4,980)	(6.6%)	70,500	\$ 40	0.1%
504012 Fuels & Lubricants - Rev Veh	3,764,296	-	3,699,770	(64,526)	(64,526)	(1.7%)	3,894,019	194,249	5.3%
Hydro	-	-	-	-	-	0.0%	-	-	0.0%
504021 Hydrogen fuel	217,000	-	328,350	111,350	111,350	51.3%	340,000	11,650	3.5%
504161 Tires & Tubes	-	-	-	-	-	0.0%	-	-	0.0%
504191 Other Mobile Supplies	1,369,299	-	1,341,870	(27,429)	(27,429)	(2.0%)	1,308,450	(33,420)	(2.5%)
Totals	\$	5,426,035	\$	5,440,450	\$ 14,415	0.3%	\$ 5,612,969	\$ 172,519	3.2%

Attachment C

13C.67

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

Fleet Maint - 4100

ACCOUNT	June-23		June-24		Increase/(Decrease)		PLAN FY26	Increase/(Decrease)	
	BUDGET FY24	BUDGET FY25	\$ VAR	% VAR	\$ VAR	% VAR		\$ VAR	% VAR
OTHER MATERIALS & SUPPLIES									
504205 Freight Out	\$ 5,000	\$ 5,000	\$ -	0.0%	\$ 5,000	-	5,000	\$ -	0.0%
504211 Postage & Mailing	-	-	-	0.0%	-	-	-	-	0.0%
504214 Promotional Items	-	-	-	0.0%	-	-	-	-	0.0%
504215 Printing	1,000	-	(1,000)	(100.0%)	1,100	1,100	1,100	1,100	100.0%
504217 Photo Supp/Process	-	-	-	0.0%	-	-	-	-	0.0%
504311 Office Supplies	2,600	3,000	400	15.4%	3,000	-	3,000	-	0.0%
504315 Safety Supplies	18,000	17,750	(250)	(1.4%)	17,750	-	17,750	-	0.0%
504316 COVID-19	-	-	-	0.0%	-	-	-	-	0.0%
504317 Cleaning Supplies	11,000	11,000	-	0.0%	11,000	-	11,000	-	0.0%
504409 Repair/Maint Supplies	-	-	-	0.0%	-	-	-	-	0.0%
504417 Tenant Repairs	-	-	-	0.0%	-	-	-	-	0.0%
504421 Non-Inventory Parts	52,475	40,250	(12,225)	(23.3%)	40,250	-	40,250	-	0.0%
504511 Small Tools	12,000	22,100	10,100	84.2%	22,500	400	22,500	400	1.8%
504515 Employee Tool Replacement	3,000	3,000	-	0.0%	3,000	-	3,000	-	0.0%
Totals \$	105,075	102,100	\$(2,975)	(2.8%)	\$ 103,600	\$ 1,500	103,600	\$ 1,500	1.5%
UTILITIES									
505010 Propulsion Power	\$ 150,000	\$ 185,000	\$ 35,000	23.3%	\$ 200,000	\$ 15,000	200,000	\$ 15,000	8.1%
505011 Gas & Electric	-	-	-	0.0%	-	-	-	-	0.0%
505021 Water & Garbage	-	-	-	0.0%	-	-	-	-	0.0%
505031 Telecommunications	58,000	68,000	10,000	17.2%	69,000	1,000	69,000	1,000	1.5%
Totals \$	208,000	253,000	\$ 45,000	21.6%	\$ 269,000	\$ 16,000	269,000	\$ 16,000	6.3%
CASUALTY & LIABILITY									
506011 Insurance - Property	\$ -	\$ -	\$ -	0.0%	\$ -	-	-	\$ -	0.0%
506015 Insurance - PL/PD	-	-	-	0.0%	-	-	-	-	0.0%
506021 Insurance - Other	-	-	-	0.0%	-	-	-	-	0.0%
506123 Settlement Costs	-	-	-	0.0%	-	-	-	-	0.0%
506127 Repairs - District Prop	-	-	-	0.0%	-	-	-	-	0.0%
Totals \$	-	-	\$ -	0.0%	\$ -	-	-	\$ -	0.0%

13C.68

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

Fleet Maint - 4100

ACCOUNT	June-23 BUDGET FY24	June-24 BUDGET FY25	Increase/(Decrease)		PLAN FY26	Increase/(Decrease)	
			\$ VAR	% VAR		\$ VAR	% VAR
TAXES							
507051 Fuel Tax	\$ 15,000	\$ 18,900	\$ 3,900	26.0%	\$ 19,845	\$ 945	5.0%
507201 Licenses & Permits	-	-	-	0.0%	-	-	0.0%
507999 Other Taxes	-	-	-	0.0%	-	-	0.0%
Totals	\$ 15,000	\$ 18,900	\$ 3,900	26.0%	\$ 19,845	\$ 945	5.0%
MISC EXPENSE							
509011 Dues/Subscriptions	\$ 5,970	\$ 9,730	\$ 3,760	63.0%	\$ 9,963	\$ 233	2.4%
509081 Advertising - District Promo	-	-	-	0.0%	-	-	0.0%
509101 Employee Incentive Program	500	1,000	500	100.0%	500	(500)	(50.0%)
509121 Employee Training	341,150	522,944	181,794	53.3%	148,145	(374,799)	(71.7%)
509122 BOD Travel	-	-	-	0.0%	-	-	0.0%
509123 Travel	8,000	15,000	7,000	87.5%	15,000	-	0.0%
509125 Local Meeting Expense	1,000	1,000	-	0.0%	1,000	-	0.0%
509127 Board Director Fees	-	-	-	0.0%	-	-	0.0%
509150 Contributions	-	-	-	0.0%	-	-	0.0%
509198 Cash Over/Short	-	-	-	0.0%	-	-	0.0%
509999 Other Misc Expense	-	-	-	0.0%	-	-	0.0%
Totals	\$ 356,620	\$ 549,674	\$ 193,054	54.1%	\$ 174,608	\$ (375,066)	(68.2%)
INTEREST EXPENSE & DEBT SERVICE							
511102 Interest Expense - Loan	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%
511103 Interest Expense - POB	-	-	-	0.0%	-	-	0.0%
524000 Principal - POB	-	-	-	0.0%	-	-	0.0%
Totals	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%
LEASES & RENTALS							
512011 Facility Lease	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%
512061 Equipment Rental	300	1,575	1,275	425.0%	1,654	79	5.0%
Totals	\$ 300	\$ 1,575	\$ 1,275	425.0%	\$ 1,654	\$ 79	5.0%
PERSONNEL TOTAL	\$ 4,520,130	\$ 5,176,128	\$ 655,998	14.5%	\$ 5,536,649	\$ 360,521	7.0%
NON-PERSONNEL TOTAL	\$ 6,901,543	\$ 7,356,964	\$ 455,421	6.6%	\$ 7,025,785	\$ (331,179)	(4.5%)
TOTAL OPERATING EXPENSES	\$ 11,421,673	\$ 12,533,092	#####	9.7%	\$ 12,562,434	\$ 29,342	0.2%

13C.69

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

District Counsel - 1700

ACCOUNT SERVICES	June-23		June-24		Increase/(Decrease)		PLAN FY26	Increase/(Decrease)	
	BUDGET FY24	BUDGET FY25	\$ VAR	% VAR	\$ VAR	% VAR		\$ VAR	% VAR
503011 Acting/Audit Fees	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%	-	\$ -	0.0%
503012 Admin/Bank Fees	-	-	-	0.0%	-	0.0%	-	-	0.0%
503031 Prof/Technical Fees	3,166	3,324	158	5.0%	3,490	5.0%	166	5.0%	
503032 Legislative Services	-	-	-	0.0%	-	0.0%	-	-	0.0%
503033 Legal Services	554,346	613,430	59,084	10.7%	636,601	10.7%	23,171	3.8%	
503034 Pre-Employment Exams	-	-	-	0.0%	-	0.0%	-	-	0.0%
503041 Temp Help	-	-	-	0.0%	-	0.0%	-	-	0.0%
503161 Custodial Services	-	-	-	0.0%	-	0.0%	-	-	0.0%
503162 Uniforms/Laundry	-	-	-	0.0%	-	0.0%	-	-	0.0%
503171 Security Services	-	-	-	0.0%	-	0.0%	-	-	0.0%
503221 Classified/Legal Ads	-	-	-	0.0%	-	0.0%	-	-	0.0%
503222 Legal Ads	-	-	-	0.0%	-	0.0%	-	-	0.0%
503225 Graphic Services	-	-	-	0.0%	-	0.0%	-	-	0.0%
503351 Repair - Bldg & Impr	-	-	-	0.0%	-	0.0%	-	-	0.0%
503352 Repair - Equipment	-	-	-	0.0%	-	0.0%	-	-	0.0%
503353 Repair - Rev Vehicle	-	-	-	0.0%	-	0.0%	-	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	0.0%	-	0.0%	-	-	0.0%
503363 Haz Mat Disposal	-	-	-	0.0%	-	0.0%	-	-	0.0%
Totals	\$ 557,512	\$ 616,754	\$ 59,242	10.6%	\$ 640,091	10.6%	\$ 23,337	\$ 23,337	3.8%
PERSONNEL TOTAL									
	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%	-	\$ -	0.0%
NON-PERSONNEL TOTAL									
	\$ 557,512	\$ 616,754	\$ 59,242	10.6%	\$ 640,091	10.6%	\$ 23,337	\$ 23,337	3.8%
TOTAL OPERATING EXPENSES									
	\$ 557,512	\$ 616,754	\$ 59,242	10.6%	\$ 640,091	10.6%	\$ 23,337	\$ 23,337	3.8%

13C.70

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

Retirees - 9005

ACCOUNT	June-23		June-24		Increase/(Decrease) \$ VAR	Increase/(Decrease) % VAR	PLAN FY26	Increase/(Decrease) \$ VAR	Increase/(Decrease) % VAR
	BUDGET FY24	BUDGET FY25	BUDGET FY25	BUDGET FY26					
FRINGE BENEFITS									
502011 Medicare/Soc. Sec.	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	-	0.0%
502021 Retirement	-	-	-	-	-	0.0%	-	-	0.0%
502022 Retirement UAL	-	-	-	-	-	0.0%	-	-	0.0%
502031 Medical	3,622,758	3,926,294	3,926,294	303,536	303,536	8.4%	4,209,379	283,085	7.2%
502041 Dental	54,919	58,746	58,746	3,827	3,827	7.0%	59,748	1,002	1.7%
502045 Vision	14,856	15,930	15,930	1,074	1,074	7.2%	16,404	474	3.0%
502051 Life/AD&D/EAP	5,697	6,111	6,111	414	414	7.3%	6,300	189	3.1%
502060 State Disability Ins (SDI)	-	-	-	-	-	0.0%	-	-	0.0%
502061 Long Term Disability Ins	-	-	-	-	-	0.0%	-	-	0.0%
502071 State Unemployment Ins (SUI)	-	-	-	-	-	0.0%	-	-	0.0%
502081 Worker's Comp Ins	-	-	-	-	-	0.0%	-	-	0.0%
502101 Holiday Pay	-	-	-	-	-	0.0%	-	-	0.0%
502103 Floating Holiday	-	-	-	-	-	0.0%	-	-	0.0%
502109 Sick Leave	-	-	-	-	-	0.0%	-	-	0.0%
502111 Annual Leave	-	-	-	-	-	0.0%	-	-	0.0%
502121 Other Paid Absence	-	-	-	-	-	0.0%	-	-	0.0%
502251 Phys. Exams	-	-	-	-	-	0.0%	-	-	0.0%
502253 Driver Lic Renewal	-	-	-	-	-	0.0%	-	-	0.0%
502999 Other Fringe Benefits	78,387	78,106	78,106	(281)	(281)	(0.4%)	83,737	5,631	7.2%
Totals	\$ 3,776,617	\$ 4,085,187	\$ 4,085,187	\$ 308,570	\$ 308,570	8.2%	\$ 4,375,568	\$ 290,381	7.1%
<hr/>									
PERSONNEL TOTAL	\$ 3,776,617	\$ 4,085,187	\$ 4,085,187	\$ 308,570	\$ 308,570	8.2%	\$ 4,375,568	\$ 290,381	7.1%
NON-PERSONNEL TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%
<hr/>									
TOTAL OPERATING EXPENSES	\$ 3,776,617	\$ 4,085,187	\$ 4,085,187	\$ 308,570	\$ 308,570	8.2%	\$ 4,375,568	\$ 290,381	7.1%

13C.71

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY25 & FY26 OPERATING BUDGET

SCCIC - 700

ACCOUNT SERVICES	June-23		June-24		PLAN FY26	Increase/(Decrease)		Increase/(Decrease)				
	BUDGET FY24	BUDGET FY25	\$ VAR	% VAR		\$ VAR	% VAR	\$ VAR	% VAR			
503011	\$ 250	\$ 250	\$ -	0.0%	250	\$ -	0.0%	\$ -	0.0%			
503012	-	-	-	0.0%	-	-	0.0%	-	0.0%			
503031	-	-	-	0.0%	-	-	0.0%	-	0.0%			
503032	-	-	-	0.0%	-	-	0.0%	-	0.0%			
503033	-	-	-	0.0%	-	-	0.0%	-	0.0%			
503034	-	-	-	0.0%	-	-	0.0%	-	0.0%			
503041	-	-	-	0.0%	-	-	0.0%	-	0.0%			
503161	-	-	-	0.0%	-	-	0.0%	-	0.0%			
503162	-	-	-	0.0%	-	-	0.0%	-	0.0%			
503171	-	-	-	0.0%	-	-	0.0%	-	0.0%			
503221	-	-	-	0.0%	-	-	0.0%	-	0.0%			
503222	-	-	-	0.0%	-	-	0.0%	-	0.0%			
503225	-	-	-	0.0%	-	-	0.0%	-	0.0%			
503351	-	-	-	0.0%	-	-	0.0%	-	0.0%			
503352	-	-	-	0.0%	-	-	0.0%	-	0.0%			
503353	-	-	-	0.0%	-	-	0.0%	-	0.0%			
503354	-	-	-	0.0%	-	-	0.0%	-	0.0%			
503363	-	-	-	0.0%	-	-	0.0%	-	0.0%			
Totals						\$ 250	\$ 250	\$ -	0.0%	250	\$ -	0.0%
PERSONNEL TOTAL						\$ -	\$ -	\$ -	0.0%	-	\$ -	0.0%
NON-PERSONNEL TOTAL						\$ 250	\$ 250	\$ -	0.0%	250	\$ -	0.0%
TOTAL OPERATING EXPENSES						\$ 250	\$ 250	\$ -	0.0%	250	\$ -	0.0%

13C.72

Attachment D

FY25 & FY26 OPERATING BUDGET Funded Personnel - Full Time Equivalent (FTE) Summary

Department	Authorized FY24		Funded FY24		Authorized FY25		Funded FY25		Authorized FY26		Funded FY26	
	2023	2024	2023	2024	2024	2024	2024	2024	2024	2024	2024	2024
Administration - 1100	5.00	5.00	4.00	4.00	5.00	4.00	5.00	4.00	5.00	5.00	4.00	4.00
Finance - 1200	13.00	16.00	11.00	12.00	16.00	12.00	16.00	12.00	16.00	16.00	11.25	11.25
Customer Service - 1300	19.25	21.25	10.00	11.00	21.25	11.00	21.25	11.00	21.25	21.25	11.00	11.00
Marketing - 1325	2.00	3.00	2.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Human Resources - 1400	11.00	11.00	7.00	7.00	11.00	7.00	11.00	7.00	11.00	11.00	6.00	6.00
Information Technology - 1500	9.00	12.00	6.00	6.33	12.00	6.33	11.00	5.67	11.00	11.00	5.67	5.67
Planning, Grants, Governmental Affairs - 1600	13.00	13.00	6.00	5.00	13.00	5.00	13.00	5.00	13.00	13.00	5.00	5.00
District Counsel - 1700	3.00	3.00	0.00	0.00	3.00	0.00	3.00	0.00	3.00	3.00	0.00	0.00
Safety, Security, and Risk Management - 1800	3.00	3.00	2.00	2.00	3.00	2.00	3.00	2.00	3.00	3.00	2.00	2.00
Purchasing - 1900	5.00	5.00	4.00	4.00	5.00	4.00	5.00	4.00	5.00	5.00	4.00	4.00
Inventory Mgmt - 2000	6.00	6.00	5.00	5.00	6.00	5.00	6.00	5.00	6.00	6.00	5.00	5.00
Facilities Maintenance - 2200	23.00	23.00	18.00	18.00	23.00	18.00	23.00	18.00	23.00	23.00	18.00	18.00
Paratransit - 3100	58.00	60.00	45.00	49.00	60.00	49.00	60.00	49.00	60.00	60.00	49.00	49.00
Operations - 3200	24.00	29.00	18.00	27.00	29.00	27.00	29.00	27.00	29.00	29.00	27.00	27.00
Bus Operators - 3300	171.00	235.00	155.00	235.00	235.00	235.00	235.00	235.00	235.00	235.00	235.00	235.00
Fleet Maintenance - 4100	62.00	62.00	38.00	41.00	62.00	41.00	62.00	41.00	62.00	62.00	41.00	41.00
Total Full-Time Equivalents (FTEs)	427.25	507.25	331.00	429.33	507.25	429.33	507.25	429.33	506.25	506.25	416.00	426.92

**FY25 & FY26 OPERATING BUDGET
Funded Personnel - Full Time Equivalent (FTE)
Administration - 1100**

Position Title	Authorized FY24 2023	Funded FY24 2023	Authorized FY25 2024	Funded FY25 2024	Authorized FY26 2024	Funded FY26 2024
	CEO/General Manager	1.00	1.00	1.00	1.00	1.00
Chief Operations Officer	1.00	1.00	1.00	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	0.00	1.00	0.00	1.00	0.00
Administrative Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Total Full-Time Equivalents (FTEs)	5.00	4.00	5.00	4.00	5.00	4.00

Attachment D

FY25 & FY26 OPERATING BUDGET Funded Personnel - Full Time Equivalent (FTE) Finance - 1200

Position Title	Authorized FY24 2023	Funded FY24 2023	Authorized FY25 2024	Funded FY25 2024	Authorized FY26 2024	Funded FY26 2024
	Chief Financial Officer (CFO)	1.00	1.00	1.00	1.00	1.00
Finance Deputy Director	1.00	1.00	1.00	1.00	1.00	1.00
Accountant II	1.00	1.00	1.00	1.00	1.00	1.00
Accountant III	1.00	1.00	1.00	1.00	1.00	1.00
Accounting Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Senior Accounting Technician****	1.00	1.00	1.00	1.00	1.00	0.25
Senior Payroll Specialist *	1.00	1.00	1.00	0.00	1.00	0.00
Payroll Administrator	1.00	1.00	1.00	1.00	1.00	1.00
Payroll Supervisor *	0.00	0.00	1.00	1.00	1.00	1.00
Planning Data Analyst **	0.00	0.00	1.00	1.00	1.00	1.00
Senior Financial Analyst	1.00	1.00	1.00	1.00	1.00	1.00
Financial Analyst	1.00	0.00	1.00	0.00	1.00	0.00
Revenue Account Program Manager	1.00	1.00	1.00	1.00	1.00	1.00
Revenue Collection Clerk	1.00	0.00	1.00	0.00	1.00	0.00
Project Manager***	1.00	1.00	1.00	0.00	1.00	0.00
Special Project Manager***	0.00	0.00	1.00	1.00	1.00	1.00
Total Full-Time Equivalents (FTEs)	13.00	11.00	16.00	12.00	16.00	11.25

* Unfund Senior Payroll Specialist, Fund Payroll Supervisor approved by BoD during FY24

** Planning Data Analyst moved from Planning Department

*** Unfund Project Manager, Fund Special Project Manager

**** Provisional, funded through September 2025

**FY25 & FY26 OPERATING BUDGET
Funded Personnel - Full Time Equivalent (FTE)
Customer Service - 1300**

Position Title	Authorized FY24 2023	Funded FY24 2023	Authorized FY25 2024	Funded FY25 2024	Authorized FY26 2024	Funded FY26 2024
	Mobility Training Coordinator	1.00	0.00	1.00	1.00	1.00
Customer Service Manager **	1.00	1.00	1.00	0.00	1.00	0.00
Customer Experience Manager **	0.00	0.00	1.00	1.00	1.00	1.00
Customer Service Supervisor	2.00	0.00	2.00	0.00	2.00	0.00
Customer Service Coordinator	0.00	0.00	1.00	0.00	1.00	0.00
Customer Service Representative	12.00	7.00	12.00	7.00	12.00	7.00
Senior Customer Service Representative	2.00	2.00	2.00	2.00	2.00	2.00
Revenue Account Program Manager	0.00	0.00	0.00	0.00	0.00	0.00
Customer Service Assistant	1.25	0.00	1.25	0.00	1.25	0.00
Total Full-Time Equivalents (FTEs)	19.25	10.00	21.25	11.00	21.25	11.00

** Fund Mobility Training Coordinator and Customer Experience Manager, Unfund Customer Service Manager approved by BoD during FY24

**FY25 & FY26 OPERATING BUDGET
Funded Personnel - Full Time Equivalent (FTE)
Marketing - 1325**

Position Title	Authorized FY24 2023	Funded FY24 2023	Authorized FY25 2024	Funded FY25 2024	Authorized FY26 2024	Funded FY26 2024
	Marketing and Communications Director **	1.00	1.00	1.00	1.00	1.00
Marketing Specialist *	0.00	0.00	2.00	2.00	2.00	2.00
Marketing Assistant *	1.00	1.00	0.00	0.00	0.00	0.00
Total Full-Time Equivalents (FTEs)	2.00	2.00	3.00	3.00	3.00	3.00

Split off from Dept 1300 FY24 budget process, includes historical info

** Fund 1 FTE Marketing Specialist, Unfund/Unauthorize Marketing Assistant approved by BoD during FY24*

** Fund 1 FTE Marketing Specialist (for a total of 2) FY25 Budget cycle*

*** Title change from Marketing, Communications and Customer Service Director to Marketing and Communications Director approved by BoD during FY24*

**FY25 & FY26 OPERATING BUDGET
Funded Personnel - Full Time Equivalent (FTE)
Human Resources - 1400**

Position Title	Authorized FY24 2023	Funded FY24 2023	Authorized FY25 2024	Funded FY25 2024	Authorized FY26 2024	Funded FY26 2024
	Human Resources Director	1.00	1.00	1.00	1.00	1.00
Human Resources Deputy Director	1.00	1.00	1.00	1.00	1.00	1.00
Human Resources Technician	1.00	0.00	1.00	0.00	1.00	0.00
HR Analyst I *	3.00	3.00	3.00	3.00	3.00	2.00
HR Analyst II	1.00	1.00	1.00	1.00	1.00	1.00
Benefits Technician	1.00	0.00	1.00	0.00	1.00	0.00
Human Resources Specialist	1.00	0.00	1.00	0.00	1.00	0.00
Human Resources Clerk	1.00	0.00	1.00	0.00	1.00	0.00
Paralegal II	1.00	1.00	1.00	1.00	1.00	1.00
Total Full-Time Equivalents (FTEs)	11.00	7.00	11.00	7.00	11.00	6.00

* HR Analyst I (1 FTE), provisional funded through FY25

**FY25 & FY26 OPERATING BUDGET
Funded Personnel - Full Time Equivalent (FTE)
Information Technology - 1500**

Position Title	Authorized FY24 2023	Funded FY24 2023	Authorized FY25 2024	Funded FY25 2024	Authorized FY26 2024	Funded FY26 2024
	Information Technology and ITS Director	1.00	1.00	1.00	1.00	1.00
IT Project Coordinator*	1.00	1.00	1.00	0.33	0.00	0.00
Asst Manager of Information Technology	1.00	0.00	1.00	0.00	1.00	0.00
Senior Database Administrator **	2.00	1.00	2.00	0.00	2.00	0.00
Database Administrator **	1.00	1.00	1.00	0.00	1.00	0.00
Senior Full Stack Developer **	0.00	0.00	1.00	1.00	1.00	1.00
Full Stack Developer **	0.00	0.00	1.00	1.00	1.00	0.67
Business Systems Administrator**	0.00	0.00	1.00	1.00	1.00	1.00
Senior Systems Administrator	1.00	1.00	1.00	1.00	1.00	1.00
Information Technology Support Analyst I/II	2.00	1.00	2.00	1.00	2.00	1.00
Total Full-Time Equivalents (FTEs)	9.00	6.00	12.00	6.33	11.00	5.67

* IT Project Coordinator, Provisional funded through October 2024

** Fund Senior Full Stack Developer, Full Stack Developer (Provisional funded through February 2026), Fund Business Systems Administrator; Unfund Senior Database Administrator, Database Administrator approved by BoD FY24

Attachment D

FY25 & FY26 OPERATING BUDGET Funded Personnel - Full Time Equivalent (FTE) Planning, Grants, Governmental Affairs - 1600

Position Title	Authorized FY24		Funded FY24		Authorized FY25		Funded FY25		Authorized FY26		Funded FY26	
	2023	2024	2023	2024	2024	2024	2024	2024	2024	2024	2024	2024
Planning and Development Director	1.00		1.00	1.00	1.00		1.00	1.00	1.00		1.00	1.00
Grants/Legislative Analyst	2.00		1.00	1.00	2.00		1.00	1.00	2.00		1.00	1.00
Capital Planning and Grants Program Manager	1.00		1.00	1.00	1.00		1.00	1.00	1.00		1.00	1.00
Transportation Planning Supervisor	1.00		0.00	0.00	1.00		1.00	0.00	1.00		1.00	0.00
Senior Transportation Planner	1.00		0.00	0.00	1.00		1.00	0.00	1.00		1.00	0.00
Transit Surveyor	1.00		0.00	0.00	1.00		1.00	0.00	1.00		1.00	0.00
Planning Aide	1.00		0.00	0.00	1.00		1.00	0.00	1.00		1.00	0.00
Transportation Planner I	1.00		0.00	0.00	1.00		1.00	0.00	1.00		1.00	0.00
Transportation Planner II	1.00		1.00	1.00	1.00		1.00	1.00	1.00		1.00	1.00
Planning Data Analyst **	1.00		1.00	1.00	1.00		1.00	0.00	1.00		1.00	0.00
Schedule Analyst	2.00		1.00	1.00	2.00		2.00	1.00	2.00		2.00	1.00
Total Full-Time Equivalents (FTEs)	13.00		6.00	6.00	13.00		13.00	5.00	13.00		13.00	5.00

** Planning Data Analyst moved to Finance Department FY25

**FY25 & FY26 OPERATING BUDGET
Funded Personnel - Full Time Equivalent (FTE)
District Counsel - 1700**

Position Title	Authorized	Funded	Authorized	Funded	Authorized	Funded
	FY24 2023	FY24 2023	FY25 2024	FY25 2024	FY26 2024	FY26 2024
District Counsel	1.00	0.00	1.00	0.00	1.00	0.00
Administrative Assistant	1.00	0.00	1.00	0.00	1.00	0.00
Paralegal II	1.00	0.00	1.00	0.00	1.00	0.00
Total Full-Time Equivalents (FTEs)	3.00	0.00	3.00	0.00	3.00	0.00

**FY25 & FY26 OPERATING BUDGET
Funded Personnel - Full Time Equivalent (FTE)
Safety, Security, and Risk Management - 1800**

Position Title	Authorized FY24 2023	Funded FY24 2023	Authorized FY25 2024	Funded FY25 2024	Authorized FY26 2024	Funded FY26 2024
	Safety, Security and Risk Director	1.00	1.00	1.00	1.00	1.00
Claims Technician I/II	1.00	0.00	1.00	0.00	1.00	0.00
Safety and Training Program Specialist I	1.00	1.00	1.00	1.00	1.00	1.00
Total Full-Time Equivalents (FTEs)	3.00	2.00	3.00	2.00	3.00	2.00

**FY25 & FY26 OPERATING BUDGET
Funded Personnel - Full Time Equivalent (FTE)
Purchasing - 1900**

Position Title	Authorized	Funded	Authorized	Funded	Authorized	Funded
	FY24 2023	FY24 2023	FY25 2024	FY25 2024	FY26 2024	FY26 2024
Purchasing Manager	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Specialist	1.00	0.00	1.00	0.00	1.00	0.00
Purchasing Agent	1.00	1.00	1.00	1.00	1.00	1.00
Purchasing Assistant	1.00	1.00	1.00	1.00	1.00	1.00
Buyer	1.00	1.00	1.00	1.00	1.00	1.00
Total Full-Time Equivalents (FTEs)	5.00	4.00	5.00	4.00	5.00	4.00

**FY25 & FY26 OPERATING BUDGET
Funded Personnel - Full Time Equivalent (FTE)
Inventory Management - 2000**

Position Title	Authorized FY24 2023	Funded FY24 2023	Authorized FY25 2024	Funded FY25 2024	Authorized FY26 2024	Funded FY26 2024
	Parts and Materials Manager	1.00	1.00	1.00	1.00	1.00
Parts and Materials Supervisor **	1.00	1.00	1.00	0.00	1.00	0.00
Lead Parts and Materials Clerk*	1.00	1.00	1.00	1.00	1.00	1.00
Parts and Materials Clerk*	3.00	2.00	3.00	3.00	3.00	3.00
Total Full-Time Equivalents (FTEs)	6.00	5.00	6.00	5.00	6.00	5.00

Split off from Dept 1900 FY24 budget process, includes historical info

**Fund Parts and Material Clerk FY25*

*** Unfund Parts & Materials Supervisor approved by BoD in FY24*

**FY25 & FY26 OPERATING BUDGET
Funded Personnel - Full Time Equivalent (FTE)
Facilities Maintenance - 2200**

Position Title	Authorized FY24		Funded FY24		Authorized FY25		Funded FY25		Authorized FY26		Funded FY26	
	2023	2024	2023	2024	2024	2024	2024	2024	2024	2024	2024	2024
Facilities Maintenance Manager	1.00		1.00		1.00		1.00		1.00		1.00	
Facilities Maintenance Supervisor	1.00		1.00		1.00		1.00		1.00		1.00	
Lead Facilities Maintenance Worker	1.00		1.00		1.00		1.00		1.00		1.00	
Administrative Specialist	1.00		1.00		1.00		1.00		1.00		1.00	
Facilities Maintenance Worker II	7.00		4.00		7.00		4.00		7.00		4.00	
Facilities Maintenance Worker I	2.00		2.00		2.00		2.00		2.00		2.00	
Administrative Assistant	1.00		0.00		1.00		0.00		1.00		0.00	
Custodial Supervisor	1.00		1.00		1.00		1.00		1.00		1.00	
Lead Custodial Service Worker	1.00		1.00		1.00		1.00		1.00		1.00	
Custodial Service Worker	7.00		6.00		7.00		6.00		7.00		6.00	
Total Full-Time Equivalents (FTEs)	23.00		18.00		23.00		18.00		23.00		18.00	

**FY25 & FY26 OPERATING BUDGET
Funded Personnel - Full Time Equivalent (FTE)
Paratransit - 3100**

Position Title	Authorized FY24 2023	Funded FY24 2023	Authorized FY25 2024	Funded FY25 2024	Authorized FY26 2024	Funded FY26 2024
Operations Manager: Paratransit Division	1.00	0.00	1.00	0.00	1.00	0.00
Accessible Services Coordinator **	1.00	1.00	1.00	0.00	1.00	0.00
Paratransit Eligibility Coordinator*	1.00	1.00	0.00	0.00	0.00	0.00
Assistant Operations Manager: Paratransit	1.00	1.00	1.00	1.00	1.00	1.00
Assistant Operations & Customer Service Manager*	1.00	1.00	0.00	0.00	0.00	0.00
Reservation & Scheduling Coordinator	1.00	0.00	1.00	0.00	1.00	0.00
Safety/Road Response Coordinator	1.00	0.00	1.00	0.00	1.00	0.00
Dispatcher	5.00	0.00	5.00	0.00	5.00	0.00
Dispatcher/Scheduler	7.00	7.00	7.00	7.00	7.00	7.00
Paratransit Clerk I-II-III	2.00	0.00	2.00	0.00	2.00	0.00
Van Operator **	34.00	31.00	38.00	38.00	38.00	38.00
Paratransit Supervisor	3.00	3.00	3.00	3.00	3.00	3.00
Total Full-Time Equivalents (FTEs)	58.00	45.00	60.00	49.00	60.00	49.00

*Unfund/Unauthorize Assistant Operations & Customer Service Manager, Paratransit Eligibility Coordinator FY25

** Unfund Accessible Services Coordinator, Operations Manager - Paratransit; Authorize (4 FTE)/Fund (7 FTE) Van Operators and Assistant Operations Manager Paratransit approved by BoD in FY24

**FY25 & FY26 OPERATING BUDGET
Funded Personnel - Full Time Equivalent (FTE)
Operations - 3200**

Position Title	Authorized FY24	Funded FY24	Authorized FY25	Funded FY25	Authorized FY26	Funded FY26
	2023	2023	2024	2024	2024	2024
Deputy Director of Operations *	0.00	0.00	1.00	1.00	1.00	1.00
Operations Manager: Fixed Route Division *	1.00	0.00	1.00	0.00	1.00	0.00
Assistant Operations Manager Fixed Route *	1.00	1.00	1.00	1.00	1.00	1.00
Transit Supervisor *	15.00	11.00	19.00	19.00	19.00	19.00
Safety & Training Coordinator	3.00	3.00	3.00	3.00	3.00	3.00
Assistant Safety & Training Coordinator	1.00	0.00	1.00	0.00	1.00	0.00
Administrative Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00
Payroll Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Total Full-Time Equivalents (FTEs)	24.00	18.00	29.00	27.00	29.00	27.00

* Fund Transit Supervisor (8 FTE), Deputy Director of Operations, and Assistant Operations Manager - Fixed Route, Unfund Operations Manager approved by BoD during FY24

**FY25 & FY26 OPERATING BUDGET
Funded Personnel - Full Time Equivalent (FTE)
Bus Operators - 3300**

Position Title	Authorized		Funded		Authorized		Funded	
	FY24 2023	FY24 2023	FY24 2023	FY24 2023	FY25 2024	FY25 2024	FY25 2024	FY25 2024
Bus Operators *	171.00	171.00	155.00	155.00	235.00	235.00	235.00	235.00
Total Full-Time Equivalents (FTEs)	171.00	171.00	155.00	155.00	235.00	235.00	235.00	235.00

* Fund 80 FTE (12 FTE Provisional funded through FY26) Bus Operators approved by BoD during FY24

Attachment D

FY25 & FY26 OPERATING BUDGET Funded Personnel - Full Time Equivalent (FTE) Fleet Maintenance - 4100

Position Title	Authorized FY24		Funded FY24		Authorized FY25		Funded FY25		Authorized FY26		Funded FY26	
	2023	2024	2023	2024	2024	2024	2024	2024	2024	2024	2024	2024
Maintenance Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Maintenance Trainer	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Fleet Maintenance Supervisor	3.00	3.00	2.00	2.00	3.00	2.00	3.00	2.00	3.00	3.00	2.00	2.00
Lead Mechanic	6.00	6.00	4.00	4.00	6.00	4.00	6.00	4.00	6.00	6.00	4.00	4.00
Mechanic III	4.00	4.00	3.00	3.00	4.00	3.00	4.00	3.00	4.00	4.00	3.00	3.00
Mechanic I - II *	22.00	22.00	14.00	14.00	22.00	17.00	22.00	17.00	22.00	22.00	17.00	17.00
Senior Accounting Technician	2.00	2.00	1.00	1.00	2.00	1.00	2.00	1.00	2.00	2.00	1.00	1.00
Upholsterer I - II	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Lead Vehicle Service Worker	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Vehicle Service Detailer	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Vehicle Service Worker I - II	12.00	12.00	7.00	7.00	12.00	7.00	12.00	7.00	12.00	12.00	7.00	7.00
Electronic Technician	2.00	2.00	1.00	1.00	2.00	1.00	2.00	1.00	2.00	2.00	1.00	1.00
Total Full-Time Equivalents (FTEs)	62.00	62.00	38.00	41.00	62.00	41.00	62.00	41.00	62.00	62.00	41.00	41.00

* Fund Mechanic I/II (3 FTE) in FY25

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**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY25 CAPITAL BUDGET/PORTFOLIO - ANTICIPATED SPENDING
AS OF MAY 17, 2024**

PROJECT/ACTIVITY	FEDERAL FUNDS	TIRCP	CalTrans Clean CA Transit Program	LCTOP	LPP	VW GRANT	PG&E REBATES & MBARD	BUS REPLACEMENT FUND		TOTAL
								RESTRICTED	RESTRICTED	
Revenue Vehicle Purchases, Replacements & Campaigns-Fleet Electrification Projects										
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Revenue Vehicle Purchases & Replacements										
18 25-0003 Fleet Cars (2)	\$ -									\$ 80,000
19 25-0004 Fleet Truck (1)	\$ -									\$ 60,000
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 140,000
Fleet & Maint Equipment										
20 24-0019 Training Aids, Simulators, Components & Equipment	\$ 444,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 111,000	\$ 555,000
21 25-0001 Replace Pressure Washer System (buses)	\$ -									\$ 200,000
Subtotal	\$ 444,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 111,000	\$ 755,000
Office Equipment										
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Misc.										
22 25-0004 Misc Capital Contingency-\$800K - 11/15/19 BOD+\$100K 5/21/2021+\$1M.03/25/2022	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 201,539
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 201,539
TOTAL CAPITAL PROJECTS	\$ 24,005,950	\$ 25,695,000	\$ 508,000	\$ -	\$ 915,000	\$ 24,960,000	\$ -	\$ 3,449,839	\$ 6,344,000	\$ 101,117,955

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY25 CAPITAL BUDGET/PORTFOLIO - ANTICIPATED SPENDING
AS OF MAY 17, 2024**

PROJECT/ACTIVITY	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	BUS REPLACEMENT FUND \$3M PER YEAR (MEASURE D + SB1 STA&SGR)	BUS REPLACEMENT FUND RESTRICTED	BUS REPLACEMENT FUND RESTRICTED	PG&E REBATES & MBARD	STA-SGR (SB 1)	MEASURE D (XFR FROM OPER BUDGET)	OPERATING & CAPITAL RESERVE FUND	TOTAL
CAPITAL PROGRAM FUNDING																				
Federal Sources of Funds:																				
Federal Grants (FTA)	\$ 24,005,950																			\$ 24,005,950
USDOT 2022 Multimodal Projects Discretionary Grant (MPDG)	\$ -																			\$ -
State/Other Sources of Funds:																				
CalTrans Clean CA Transit Program			\$ 508,000																	\$ 508,000
Low Carbon Transit Operations Program (LCTOP)				\$ -																\$ -
Local Partnership Program (LPP)					\$ 918,000															\$ 918,000
Slate Transit Assistance (STA)-Prior Years																				\$ -
Transfers from Operating Budget (STA-SB1)																				\$ -
STA-SGR (SB1)													\$ 3,449,839							\$ 3,449,839
Transfers from Operating Budget (Measure D)														\$ 6,344,000						\$ 6,344,000
TIRCP		\$ 25,695,000																		\$ 25,695,000
VW GRANT					\$ 24,960,000															\$ 24,960,000
PG&E REBATES & MBARD										\$ -										\$ -
Local Sources of Funds:																				
Operating and Capital Reserve Fund																				\$ 15,237,166
TOTAL CAPITAL FUNDING BY FUNDING SOURCE	\$ 24,005,950	\$ 25,695,000	\$ 508,000	\$ -	\$ 918,000	\$ -	\$ 24,960,000	\$ -	\$ 918,000	\$ 24,960,000	\$ -	\$ -	\$ 3,449,839	\$ 6,344,000	\$ 15,237,166	\$ -	\$ -	\$ -	\$ -	\$ 101,117,955
Restricted Funds	\$ 24,005,950	\$ 25,695,000	\$ 508,000	\$ -	\$ 918,000	\$ -	\$ 24,960,000	\$ -	\$ 918,000	\$ 24,960,000	\$ -	\$ -	\$ 3,449,839	\$ 6,344,000	\$ 15,237,166	\$ -	\$ -	\$ -	\$ -	\$ 85,860,789
Unrestricted Funds																				\$ 15,237,166
TOTAL CAPITAL FUNDING	\$ 24,005,950	\$ 25,695,000	\$ 508,000	\$ -	\$ 918,000	\$ -	\$ 24,960,000	\$ -	\$ 918,000	\$ 24,960,000	\$ -	\$ -	\$ 3,449,839	\$ 6,344,000	\$ 15,237,166	\$ -	\$ -	\$ -	\$ -	\$ 101,117,955
* NOTE: The amounts listed here represent the amounts committed against awarded grants and projects, and therefore will not equal the \$3M allocated to the Bus Replacement Fund in any given year.																				

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY25 REVISED CAPITAL BUDGET/PORTFOLIO
AS OF MAY 17, 2024**

PROJECT/ACTIVITY	RESTRICTED	FEDERAL FUNDS	PIMISEA (1B)	CAL-OES PROP-1B-TRANSIT SECURITY	TIRCP	RESTRICTED	RESTRICTED	RESTRICTED	LCTOP	LPP	VW GRANT	PG&E REBATES & MBARD	STA-SBT (XFR FROM OPER BUDGET)	BUS REPLACEMENT FUND		OPERATING & CAPITAL RESERVE FUND	TOTAL
														RESTRICTED	RESTRICTED		
CAPITAL PROGRAM FUNDING																	
Federal Sources of Funds:																	
Federal Grants (FTA)	\$ 24,005,950																\$ 24,005,950
USDOT 2022 Multimodal Projects Discretionary Grant (MPDG)	\$ -																\$ -
State Other Sources of Funds:																	
CalTrans Clean CA Transit Program						\$ 508,000											\$ 508,000
Low Carbon Transit Operations Program (LCTOP)							\$ -										\$ -
Local Partnership Program (LPP)								\$ 918,000									\$ 918,000
State Transit Assistance (STA)-Prior Years																	\$ -
Transfers from Operating Budget (STA-SB1)																	\$ -
STA-SGR (SB1)													\$ 3,449,839				\$ 3,449,839
Transfers from Operating Budget (Measure D)																	\$ -
TIRCP					\$ 37,820,000												\$ 37,820,000
VW GRANT								\$ 24,960,000									\$ 24,960,000
PG&E REBATES & MBARD												\$ -					\$ -
Local Sources of Funds:																	
Operating and Capital Reserve Fund																	\$ 17,369,426
TOTAL CAPITAL FUNDING BY FUNDING SOURCE	\$ 24,005,950	\$ -	\$ -	\$ -	\$ 37,820,000	\$ 508,000	\$ -	\$ 918,000	\$ -	\$ 918,000	\$ 24,960,000	\$ -	\$ 3,449,839	\$ 6,344,000	\$ -	\$ 17,369,426	\$ 115,375,215
Restricted Funds	\$ 24,005,950	\$ -	\$ -	\$ -	\$ 37,820,000	\$ 508,000	\$ -	\$ 918,000	\$ -	\$ 918,000	\$ 24,960,000	\$ -	\$ 3,449,839	\$ 6,344,000	\$ -	\$ 17,369,426	\$ 98,005,789
Unrestricted Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL CAPITAL FUNDING	\$ 24,005,950	\$ -	\$ -	\$ -	\$ 37,820,000	\$ 508,000	\$ -	\$ 918,000	\$ -	\$ 918,000	\$ 24,960,000	\$ -	\$ 3,449,839	\$ 6,344,000	\$ -	\$ 17,369,426	\$ 115,375,215
* NOTE: The amounts listed here represent the amounts committed against awarded grants and projects, and therefore will not equal the \$3M allocated to the Bus Replacement Fund in any given year.																	

Attachment F

BOARD MEMBER TRAVEL

FY25

American Public Transportation Association (APTA) Meetings

Annual Conference
October 2024
Anaheim, CA
Two Board Members

Legislative Conference
March 2025
Washington, DC
Three Board Members

California Transit Association (CTA) Meetings

Annual Meeting
November 2024
San Jose Convention Center
San Jose, CA
One Board Member

Legislative Conference
May 2025
TBD
One Board Member

Additional Travel

Meetings with legislators and government officials in Washington, D.C., San Francisco and Sacramento, as approved by the Chair of the Board.

Expenses related to Board members meeting with CEO/General Manager and staff.

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Attachment G

Employee Incentives

FY25/FY26

Event/Activity	FY25	FY26	Department
Welcome Kits for New Hires	\$ 3,150	\$ 3,308	HR
Employee Appreciation Events	1,000	1,000	Finance
	2,000	2,100	Customer Service
	1,500	1,590	Facilities
	5,000	5,000	Operations
	1,000	500	Fleet
	6,000	6,000	Administration
Awards	2,500	2,650	ParaCruz
	5,000	5,000	Fixed Route
	2,000	2,000	Administration
Bus Rodeo	6,388	6,707	Risk/Safety
Total	\$ 35,538	\$ 35,855	

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Attachment H

Board Authorized METRO Support Activities

FY25 and FY26

Public Activities

Santa Cruz County Fair

Special Route to Fairgrounds & Free Fares to the Fairgrounds

Christmas Parade - Tentatively Santa Cruz & Watsonville

4th of July Parades - Tentatively Scotts Valley, Aptos, & Watsonville

Leadership Santa Cruz

Santa Cruz County Chamber of Commerce Business Expo

Earth Day Event - SJ State University, Pacific Station, & potentially
Watsonville

CA Clean Air Day Event - Pacific Station & potentially Watsonville

Stuff the Bus – Potentially one in November or December

Trunk or Treat (Soquel/Santa Cruz & Watsonville)

One Ride at a Time Events – ORAT 1-Year Anniversary Party, World
Wetland’s Day, Beach Clean-Ups, Youth Field Trips, etc.

Youth Cruz Free Events – school outreach, events, etc. Grades K – 12

Press Events – to launch new campaigns to the public; including launch of
Reimagine METRO Phase 2 & Free Fare Pilot Program

Senior Events – for ParaCruz

Transit Equity Day

Downtown Santa Cruz Kids Day

Downtown Day (for UCSC students)

Employee Activities

Employee Picnic

Employee Event

Holiday Party

Transit Worker Appreciation Day

Roadeo

Operator Appreciation Day

Veterans Day

Customer Service Appreciation Day

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Attachment I

Subscriptions and Memberships FY25 and FY26

	Details of spending	FY25
Administration	APTA	\$ 42,037
	CALACT	1,668
	Community Transportation Assn of America (CTAA)	4,322
	CTA	19,945
	CTE Center for Transportation	5,540
	Eastern Contra Costa Transit Agency (ZEBRA)	3,524
	Mercury News	241
	Monterey Bay Economic Partnership (MBEP)	5,000
	Santa Cruz Chamber of Commerce	1,400
	SC Sentinel	450
	The Bus Coalition	7,500
The Pajaronian	69	
	Total \$ 91,696	
Finance	CSMFO Membership (2@ \$110)	\$ 220
	GFOA Membership (\$280)	280
		Total \$ 500
Customer Service	Transportation Research Board, Misc TBD	\$ 500
		Total \$ 500
HR	CalChamber	\$ 941
	CALPELRA (memberships)	1,108
	John Dash	526
	NCHRA (1 membership)	553
	SHRM (4 memberships)	927
		Total \$ 4,055
Planning	Professional Associations	\$ 840
		Total \$ 840
Risk Mgmt	Professional Associations	\$ 443
		Total \$ 443
Purchasing	Amazon Prime	\$ 365
		Total \$ 365
Fleet	All Data New	\$ 1,100
	Allison Transmission Software	2,200
	Cummins Insite Fleet Books (6) Software	3,100
	Mitchell Online Vehicle Manuals	600
	SCR TTC Membership For Trainings	1,000
	Valley John Deere Software - Annual	630
	ZEB Transmission Software	1,100
		Total \$ 9,730
	FY25 \$ 108,129	
	FY26 \$ 111,491	

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
 FY24 SCHEDULE OF RESERVE ACCOUNT BALANCES-PRE-CLOSE PRE-AUDIT
 AS OF 05/29/24

	A	C	D	E	F	G	H	I	J	K	L	N	O	P	S	T	U	V	W	X
	Fund Title	Explanation and Use:	Post Audit Balance at 6/30/23 (Before Capital Commitments)	ESTIMATED Additions/ (Withdrawals) in FY24	ESTIMATED Balance at 6/30/24	Board Adopted Minimum or Target Level	% Funded	ESTIMATED Capital Budget Commitments (FY25 Anticipated Spending - 05/28/2024)	Balance at 6/30/24 (After FY25 Anticipated Spending Capital Commitments) and Before any additions in FY25	Suggested Guidelines:	Board Adopted Recommendation:									
1	Operating and Capital Reserve Fund (formerly - Operating / Capital Reserves)	Liquid and unrestricted assets that an organization can use to support its operations in the event of an unanticipated loss of revenue or increase in expenses. Includes Alternative Fuel Tax Rebates transferred from the Operating Budget and any excess revenues above actual expenses	\$ 12,982,566	\$ 1,267,969	\$ 14,250,535	N/A	N/A	\$ 15,237,166	Any use of Operating and Capital Reserves above CEO executive authority will be brought to the BOD for consideration. To be used as the local match for capital grants.	There is no Board Adopted Minimum Balance established; this fund shall not be used to support recurring operating expenditures.										
2	Operations Sustainability Reserve Fund (formerly - Operating Reserves)	Funds set aside to protect the organization's essential services and funding requirements during periods of economic downturn or natural disasters. Target = three month's operating expenses (Payroll and Accounts Payable).	\$ 16,731,790	\$ 2,913,476	\$ 19,645,266	\$ 19,645,266	100%	\$ -	GFOA recommends, at a minimum, that general-purpose governments, regardless of size, maintain unrestricted fund balance in their general fund of no less than two months of regular general fund operating revenues or regular general fund operating expenditures.	Fund Operations Sustainability Reserve Fund to target level that equals (3) months of the average operating expenses for the most current fiscal year's budget, to be adjusted annually through the budget process (adopted Revised Reserves Policy on Nov. 15 2019; Target Minimum Balance to be met within three (3) years of the Adoption of the Revised Reserves Policy).										
3	Cash Flow Reserve Fund (formerly - Cash Flow Reserves)	Funds set aside to "cash flow" capital and/or operating expenses incurred before receiving reimbursements from various funding sources (Annual FTA 5307, & STIC, STA, etc).	\$ 3,000,000	\$ -	\$ 3,000,000	\$ 3,000,000	100%	\$ -	Staff will manage flexibility of Cash Flow Reserve Fund, according to project levels and capital needs as they fluctuate from year to year.	Fund Cash Flow Reserve Fund to minimum or target levels; set annually through the budget process.										
4	COVID Recovery Fund (estimated balances, not currently included in the Reserves Policy)	The current FY20 Operating budget is expected to have a carryover at the end of the fiscal year due to reimbursement of FTA qualifying operating expenses related to the CARES act and FEMA reimbursements in FY20	\$ 31,153,228	\$ (456,038)	\$ 30,697,190	N/A	N/A	\$ -	METRO will reinvest the funds into the FY22 Operating budget and beyond, to sustain services to the greatest extent possible during the economic recovery, or until these funds are exhausted	-										
5	Bus Replacement Fund (estimated balances, not currently included in the Reserves Policy)	In FY18, a new capital budgeting strategy was adopted by the Board that results in \$3M per year being dedicated to the annual capital budget. This new strategy created the "Bus Replacement Fund" and establishes consistent annual transfers of STA funds and Measure D funds to the capital budget that are needed to provide funding and stability for the required local match for obsolete fixed-route buses and Paratransit vehicles.	\$ 10,718,727	\$ (2,786,384)	\$ 7,952,333	N/A	N/A	\$ 9,793,839	Annual unspent Measure D, STA, and SGR funds will accumulate in the Bus Replacement Fund until they are allocated to specific projects and spent on new replacement buses and vans and improvements.	\$3M per year being dedicated to the annual capital budget										
6	UAL & OPEB Fund (estimated balances, not currently included in the Reserves Policy)	Used to Pay down the CalPERS Unfunded Accrued Liability	\$ 6,000,000	\$ 2,000,000	\$ 8,000,000	N/A	N/A	\$ -	N/A	\$2M per year being dedicated to the fund										
7	Workers Compensation Reserve Fund (formerly - Workers Compensation Reserves)	Funds set aside to finance the (discounted) long term portion of workers' compensation liability, as of the end of the fiscal year.	\$ 2,479,946	\$ -	\$ 2,479,946	\$ 2,479,946	100%	\$ -	GASB #10 requires Santa Cruz METRO to accrue a liability on its financial statements for the ultimate cost of claims and expenses associated with all reported and unreported workers' compensation claims.	Fund Workers' Comp. Reserves to minimum or target levels; a bi-annual study of potential liability areas and risk shall be the basis for determining minimum reserves.										
8	Liability Insurance Reserve Fund (formerly - Liability Insurance Reserves)	Funds set aside to pay the cost of outstanding liability and physical damage claims + proposed employment practices liability claims. (Self Insured Retention - SIR - \$250K each program)	\$ 776,106	\$ -	\$ 776,106	\$ 776,106	100%	\$ -	GASB #10 requires Santa Cruz METRO to accrue a liability on its financial statements for the ultimate cost of claims and expenses associated with all reported and unreported liability and physical damage claims.	Fund Liability Insurance Reserves to minimum or target levels; calculated annually based on the 5-year rolling average of outstanding claims at fiscal year end + \$250K each SIR.										
9			\$ 83,842,383	\$ 2,989,013	\$ 86,801,376			\$ 25,031,005												
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Attachment L



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:

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT TO ADOPT A BUDGET FOR FISCAL YEARS 2025 AND 2026

WHEREAS, it is in the interest of the Santa Cruz Metropolitan Transit District to adopt a budget for each fiscal year; and

WHEREAS, a budget for Capital and Operating expenses and revenues has been developed for fiscal years 2025 and 2026;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT, that the budget attached hereto as Attachment B – Attachment L and presented to the Board of Directors is hereby adopted

PASSED AND ADOPTED this 28th Day of June 2024 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

Approved:
Kristen Brown, Chair

Attachment L

Resolution No. _____
Page 2 of 2

Attest:

Corey Aldrige, CEO/General Manager _____

Approved as to form:

Julie A. 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:

**A RESOLUTION OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
TO SET A PUBLIC HEARING ON AUGUST 23, 2024
REGARDING THE ZERO FARE PROGRAMS**

WHEREAS, in 2023 and 2024, the Santa Cruz Metropolitan Transit District (METRO) implemented zero fare pilot programs for youth and the general public; and

WHEREAS, the Board has received periodic updates on the budgetary and operational impacts of the zero fare programs; and

WHEREAS, Chapter 2, Section 3.2.202 of Title III of METRO's Administrative Code provides that the Board will hold a public hearing prior to taking action on any changes to fares; and

WHEREAS, at its Board meeting of August 23, 2024, the Board will consider changes (including potential elimination) of such zero fare programs, thereby requiring a public hearing, proposed to be held on August 23, 2024.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT that:

A Public Hearing shall be held on August 23, 2024, during the 9:00 AM Regular METRO Board Meeting regarding changes to the zero fare program. Public comments shall be solicited prior to and during the hearing as directed by the CEO/General Manager.

PASSED AND ADOPTED this 28th day of June 2024, by the following vote:

AYES: Directors -

NOES: Directors -

ABSENT: Directors -

ABSTAIN: Directors -

APPROVED

KRISTEN BROWN
Board Chair

ATTEST

COREY ALDRIDGE
CEO, General Manager

APPROVED AS TO FORM

JULIE A. SHERMAN
General Counsel

VERBAL PRESENTATION

CEO ORAL REPORT

Corey Aldridge

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